



**CITY COUNCIL
ZEPHYRHILLS, FLORIDA**

**Monday, October 27, 2025
6:00 PM**

Please join the GoToMeeting
from your computer, tablet or smartphone:

<https://meet.goto.com/855960693>

or dial in using your phone:

+1 (646) 749-3122- Access Code: 855-960-693

(Please mute your phone unless you wish to speak on a specific item)

**Zephyrhills
City Hall**

**Council
Chambers**

Call to Order — Council President Charles E. Proctor

Roll Call — City Clerk Ricardo Quiñones

Invocation — Jackie Boges, Senior Code Support Specialist

Pledge of Allegiance —

CITIZEN COMMENTS

MAYOR

- 1 Youth Council Update
 1. CHIPZ Drive-thru email sponsorship
 2. CHIPZ Drive-thru email flyer
- 2 ZEDC Quarterly Update

1. CONSENT ITEMS

- 1.1 Approval of City Council Meeting Minutes - October 13, 2025
 1. M10.13.2025 - Final Draft

- 1.2 Approval for Zephyrhills Police Department to Purchase (8) Vehicles
 1. FY26 Vehicle Purchase Breakdown
 2. FY26 Bartow Ford (Charlotte Co Piggyback Contract #25-009) - Vehicles
 3. FY26 Williams Communications (Sourcewell Contract #020625-L3H) - Radios
 4. FY26 AXON Fleet3 Basic 10Yr (Sourcewell Contract #101223-AXN) - In-car Cameras
- 1.3 Purchase of Public Works Vehicles and Equipment
 1. 4100 2500 Ford Truck FY26
 2. 4100 CAT LOADER QUOTE FY26
 3. 4100 STREET SWEEPER QUOTE FY26
 4. 7200 Parks Tractor Quote FY26
 5. 7200 PARKS TRUCK 2 FY26
- 1.4 Approval of Agreement **41-25-33** for Park signs - Kenko Signs and Awning, LLC.
 1. Agreement No. 41-25-33 Zephyrhills City Parks Signs(38406422.1)
 2. Exhibit A 2025-012 - Zephyrhills City Parks Signage - Solicitation(38405917.1)
 3. Exhibit B - Kenko Document Submission - 2025-012(38405918.1)
- 1.5 Approval of Change Order to Odyssey Mfg. Chlorine Tanks and Pumps **[25-25-02]**
 1. WWTP - Change Order to Replacement of Bleach Tanks & Skid Project
 2. WWTP - Replacement of Bleach Tanks & Skid
 3. 20250225152947249
- 1.6 Approval of Task Order to RCM Utilities for Well Site Generator Replacements **[41-22-21]**
 1. Zephyrhills Well Site 3 Generator Replacement Updated
 2. Zephyrhills Well Site 11 Generator Replacement
 3. Zephyrhills Well Site 3 Task Form
 4. Zephyrhills Well Site 11 Task Form

2. PUBLIC HEARING

- 2.1 Reclaimed Water, Sewer and Potable Water Rates
Second Reading ORDINANCE NO. 1509-25
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA AMENDING SECTION 51.23 OF THE CITY CODE OF ORDINANCES, REPEALING AND REPLACING THE SCHEDULE OF RATES AND CHARGES FOR THE USE OF OR AVAILABILITY FOR THE USE OF POTABLE WATER, WASTEWATER (SEWER), AND RECLAIMED WATER EFFECTIVE ON OR AFTER NOVEMBER 1, 2025; PROVIDING FOR REPEALER, SEVERABILITY, AND AN EFFECTIVE DATE.
 - A. Council President opens the Public Hearing.
 - B. Council President closes the Public Hearing.
 - C. City Council considers Ordinance No. 1509-25 on the Second Reading
 1. 1509-25 Water Rate Ordinance
 2. 2023 Water and Sewer Rate Study Raftelis (2)

3. CITY MANAGER'S REPORT

- 3.1 Municipal Association of Pasco (MAP) Meeting November 06, 2025 - Dade City

First Reading **RESOLUTION NO. 862-25 - " A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA, AUTHORIZING THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS TO PARTICIPATE IN A JOINT MEETING OF THE MUNICIPAL ASSOCIATION OF PASCO TO DISCUSS MATTERS OF MUTUAL INTEREST; AND PROVIDING FOR AN EFFECTIVE DATE. "**

1. Resolution 862-25 Participation in 11-06-2025 MAP Meeting

3.2 Appropriations Request

MAYOR ANNOUNCEMENTS

CITY MANAGER ANNOUNCEMENTS

CITY ATTORNEY ANNOUNCEMENTS

CITY COUNCIL COMMENTS

4. NOTED ITEMS

4.1 Sunrise of Pasco County Memorandum of Understanding for 2025-2026

1. 2025-2026 General MOU --Sunrise_ZPD-- (Signed)

4.2 Panama City Police Department TraCS Memorandum of Understanding for the 2025-2026 Period.

1. 2025-2026 TraCS-PCPD-MOU-ContractAgency --Fully Executed--

4.3 Pinellas County Sheriff's Office Memorandum of Understanding 2025

1. 2025 MOU Inmate Phone System (IPS) Pinellas CSO_ZPD --Fully Executed--

ADJOURN

*** PLEASE NOTE: This is a Public Meeting. Should any interested party seek to appeal any decision made by the Council with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. F.S. 286.0105. If you are a person with a disability which requires reasonable accommodation in order to participate in this meeting, please contact the City Clerk at 813/780-0000 at least 48 hours prior to the public hearing. A.D.A. and F.S. 286.26.**

MAYOR 1

Youth Council Update

Issue:

The Youth Council will present an update on upcoming projects.

Background:

The Youth Council hold regular meetings the first Monday of each month to discuss how they impact our community and engage with the youth.

Attachment(s):

1. CHIPZ Drive-thru email sponsorship
2. CHIPZ Drive-thru email flyer

Fiscal Impact:

N/A

Staff Recommendation:

N/A

MEALS ON
WHEELS
38112 15TH AVE.
ZEPHYRHILLS, FL
33542

PICK UP HERE

DRIVE THRU BBO CHICKEN DINNER



BUY MEALS HERE

IN SUPPORT OF



Community Hope & Intervention Project of Zephyrhills

\$15 PER MEAL OR \$50 FOR 4

YOUR
SUPPORT
NEEDED



THURSDAY
NOVEMBER 20
5:00PM - 7:30PM

SPONSORSHIP OPPORTUNITIES

\$400 SPONSORSHIP INCLUDES:

- 12 MEAL TICKETS
- LOGO ON MARKETING
- SOCIAL MEDIA SHOUT OUT
 - on City FB & Mayor FB

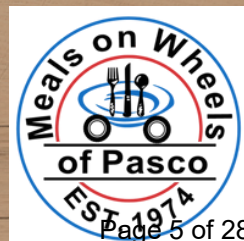
\$250 SPONSORSHIP INCLUDES:

- 8 MEAL TICKETS
- NAME ON MARKETING
- SOCIAL MEDIA SHOUT OUT
 - on City FB & Mayor FB

For more info: Melonie (813) 469-4540



BROUGHT TO YOU BY:



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THANK YOU TO OUR SPONSORS



For more info: Melonie (813) 469-4540

MAYOR 2

ZEDC Quarterly Update

Issue:

The ZEDC will present an update on economic development to the City Council.

Background:

The ZEDC provides City Council with an update Quarterly on the status of economic development within and affecting the City of Zephyrhills.

Attachment(s):

None

Fiscal Impact:

N/A

Staff Recommendation:

N/A

City Council Meeting
October 27, 2025

Information Only

CONSENT ITEMS 1.1

Approval of City Council Meeting Minutes - October 13, 2025

Issue:

A regular City Council Meeting was held on October 13, 2025

Background:

Minutes from that meeting were taken for review by City Council

Attachment(s):

1. M10.13.2025 - Final Draft

Fiscal Impact:

N/A

Staff Recommendation:

Staff recommends approval of meeting minutes

REGULAR CITY COUNCIL MEETING

A Regular City Council Meeting was held on October 13, 2025 at 6:00 PM in the Council Chambers of City Hall and Via GoToMeeting (646) 749-3122 - Access Code: 855-960-693. Council President Charles E. Proctor called the meeting to order at 6:00 PM

Roll call was taken. Present were members Lance Smith, Kenneth Burgess, Charles Proctor, Steven Spina. City Attorney Matthew Maggard was also present and City Manager William Poe attended virtually. Jodi Wilkeson and Mayor Melonie Monson were not present.

Staff present: Chief of Police Derek Brewer, Public Works Director Shane LeBlanc, Planning Director Todd Vande Berg, CRA Director Gail Hamilton, HR & Risk Management Director Sandra Amerson, IT Director Mike Panak, Airport Manager Nathan Coleman, Finance Director Ted Beason, Building Official Calvin Switzer, Public Information Officer Kevin Weiss, Code Enforcement Officer Steve Page, Principal Planner Rodney Corriveau, Historic Preservation/Community Planner Will McCaw, Lieutenant Matt Hillen, Officer Gabby Valle and Assistant City Clerk Eileen Mercado.

The Invocation was led by Pastor Steve Azeriah

The Pledge of Allegiance followed.

CITIZEN COMMENTS - NONE

MAYOR

- 1 Swearing in of Officer Gabriella Slater
Chief Derek Brewer introduced and swore in returning Officer Gabby Valley.
- 2 Tania Gorman, Executive Director of the Pasco MPO - Merger update
Tania Gorman, Executive Director of the Pasco MPO, presented an update on the proposed regional merger of MPOs in Pasco, Pinellas, and Hillsborough counties. Mrs. Gorman invited Council to a principal workshop on November 14th, 2025, to discuss governance, representation, and regional transportation planning.
Council expressed concerns about Pasco's representation and potential benefits of increased federal funding and infrastructure coordination.

1. CONSENT ITEMS

- 1.1 Approval of City Council Meeting Minutes - September 22, 2025
- 1.2 Approval of Task Order No. 11 Jacobs Engineering Construction Phase Services RPR - Box Hangers **[37-23-03]**
- 1.3 Approval of Water Meter Replacement Work Order from HST Utilities **[41-25-27]**
- 1.4 Approval of Airport Lease Agreement **29-25-01**- Hawk Aviation Academy
- 1.5 Approval to purchase backflow preventors from Ferguson
- 1.6 Approval to purchase a 6" Stormwater Pump and hose.
- 1.7 Approval of Piggyback Agreement **41-25-30** with AEL/Pinellas County Lab Services Contract
- 1.8 Approval of Statement of Work **CA25-01** for Clifton Larson Allen for Assertion Based Examination Services
- 1.9 Approval of Agreement **37-25-13** with Clifton Larson Allen for Audit Services
- 1.10 Approval of the FDLE Drone Financial Assistance Grant Agreement **24-25-07**
Lance Smith motioned to approve all ten consent agenda items. Seconded by Kenneth Burgess. Motion Passed, 4-0.

2. PUBLIC HEARING

- 2.1 Advent Health Rezoning
Second Reading Ordinance No. 1508-25 " **AN ORDINANCE OF THE CITY OF ZEPHYRHILLS, FLORIDA PROPOSING AN AMENDMENT TO THE CITY'S ZONING MAP DESIGNATION; CHANGING THE ZONING DESIGNATION FROM CITY R-4 (MULTI-FAMILY RESIDENTIAL) AND PUD (PLANNED UNIT DEVELOPMENT) TO CITY C-3 (GENERAL COMMERCIAL) FOR APPROXIMATELY 22.72 ACRES OF REAL PROPERTY IDENTIFIED WITH PARCEL IDS 35-25-21-0010-11800-0000, 35-25-21-0010-11800-0010, 35-25-21-0010-09100-0000, 35-25-21-0010-09100-0010; PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE. "**
City Attorney Matthew Maggard read Ordinance No. 1508-25 by title.
Council President opened a public hearing.

Community Planner Will McCaw presented applicants' request to rezone approximately 22.72 acres from R-4 and PUD to C-3 for Advent Health. Planning staff confirmed voluntary deed restrictions and retention of the community garden.

Barbara Willhite, representing the applicant, noted additional prohibited uses added since the first hearing to include Mini warehouse, recreational vehicle storage, offices and trade fleet unless an accessory to the primary permitted use.

Council President closed the public hearing.

Lance Smith motioned to Approve Ordinance No. 1508-25 on the second reading. Seconded by Kenneth Burgess. Motion Passed, 4-0.

3. BUSINESS ITEMS

3.1 Selection of Kenko Signs and Awning LLC for Solicitation 2025-012 Zephyrhills City Parks Signage

Council discussed the selection of a vendor for park signage. Staff recommended Panko Signs and Awnings as the low bidder. Council raised concerns about pricing disparities and consultant involvement in bid preparation.

Steven Spina motioned to approve awarding the bid to Kenko Signs and Awning LLC for City Park Signage. Seconded by Kenneth Burgess. Motion Passed, 4-0.

3.2 Purchase of 6109 16th Street - Stormwater Improvements

Public Works Director Shane LeBlanc presented the proposed purchase of a residential property adjacent to a city retention pond. The property, located in a flood zone, would be used to expand stormwater capacity. Council supported the acquisition and discussed salvaging usable materials from the home.

Kenneth Burgess motioned to approve the purchase of 6109 16th Street. Seconded by Lance Smith. Motion Passed, 4-0.

3.3 Reclaimed Water, Sewer and Potable Water Rates

First Reading: ORDINANCE NO. 1509-25

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA AMENDING SECTION 51.23 OF THE CITY CODE OF ORDINANCES, REPEALING AND REPLACING THE SCHEDULE OF RATES AND CHARGES FOR THE USE OF OR AVAILABILITY FOR THE USE OF POTABLE WATER, WASTEWATER (SEWER), AND RECLAIMED WATER EFFECTIVE ON OR AFTER NOVEMBER 1, 2025; PROVIDING FOR REPEALER, SEVERABILITY, AND AN EFFECTIVE DATE.

City Attorney Matthew Maggard read Ordinance No. 1509-25 by title.

Finance Director Ted Beason presented a 3% rate increase for water and sewer services, effective November 1, 2025. The increase supports \$20 million in capital projects and aligns with recommendations from the Raftelis study.

Steven Spina motioned to Approve Ordinance No. 1509-25 on the First Reading. Seconded by Lance Smith. Motion Passed, 4-0.

4. CITY MANAGER'S REPORT

4.1 City Council Meeting Dates - Holiday Schedule 2025

Planning Director Todd Vande Berg presented staff's request to consider canceling the regular scheduled meetings of November 24, 2025 and December 22, 2025 due to the holidays. Council discussed the cancellation request with the option to add a special meeting if needed.

Steven Spina motioned to approve the cancellation of the November 24 and December 22 meetings. Seconded by Kenneth Burgess. Motion Passed, 4-0.

4.2 Discussion to schedule a workshop - water use and visioning

Planning Director Todd Vande Berg asked Council to consider dates for a workshop to discuss planning, visioning, and water supply issues.

Steven Spina motioned to schedule a workshop on November 17, 2025. Seconded by Lance Smith. Motion Passed, 4-0.

MAYOR ANNOUNCEMENTS - NONE

CITY MANAGER ANNOUNCEMENTS

City Manager Poe recognized Finance Director Ted Beason and Assistant Finance Director Jessica Carter for their fantastic work on the City's bond rating presentation done last week.

Public Works Director Shane LeBlanc requested Council consensus to fund \$109,000 in sidewalk construction from City funds for the South Avenue extension project going to the Armory north of 6th Avenue. Mr. LeBlanc explained that the project is funded by the Florida Department of Transportation but has gone over budget due to multiple issues. Council agreed it was cost-effective to proceed with the sidewalk now rather than rebid later. Consensus was reached to proceed with the sidewalk scope.

CITY ATTORNEY ANNOUNCEMENTS - NONE

CITY COUNCIL COMMENTS

- Kenneth Burgess, no comments.
- Steven Spina, no comments.
- Lance Smith, emphasized the importance of fostering industrial development due to its significant contribution to the City’s tax base.
- Charles Proctor, no comments.

5. NOTED ITEMS

- 5.1 Jones Edmunds Task Assignment JE 25-09 - Future Water Feasibility Assessment
- 5.2 FDOT Grant South Avenue Extension - Additional Contract Time
- 5.3 September 2025 Quarterly Investment Report

ADJOURN 6:57 PM

Submitted by Ricardo Quiñones, not present.

CONSENT ITEMS 1.2

Approval for Zephyrhills Police Department to Purchase (8) Vehicles

Issue:

This purchase and conversion replaces aging fleet vehicles with high mileage or frequent maintenance needs, supporting continued, reliable public safety operations.

Background:

The Zephyrhills Police Department continues its annual fleet replacement program to retire aging vehicles and maintain operational readiness. For FY26, the program includes the purchase of (1) K-9 vehicle, (4) DET vehicles, (2) SRT vehicles, and (1) CRT vehicle, and the conversion of (2) existing 2022 F150 vehicles.

Attachment(s):

1. FY26 Vehicle Purchase Breakdown
2. FY26 Bartow Ford (Charlotte Co Piggyback Contract #25-009) - Vehicles
3. FY26 Williams Communications (Sourcewell Contract #020625-L3H) - Radios
4. FY26 AXON Fleet3 Basic 10Yr (Sourcewell Contract #101223-AXN) - In-car Cameras

Fiscal Impact:

The FY26 budget includes funding for the purchase of eight (8) replacement CIS vehicles and the conversion of (2) existing 2022 F150 vehicles utilizing Penny 4 Pasco special revenue funds. Pricing includes radio equipment, striping, lights, and accessories. The total cost, including all equipment, is \$520,712.27.

Staff Recommendation:

Staff recommends City Council approval for the purchase of (8) budgeted CIS replacement vehicles and conversion of (2) vehicles.

Item	Price
CIS Vehicle AWD Interceptor	\$56,958.34
yellow tag	\$138.95
light bars/control head/speaker/siren console	SRT Quote: \$119,327.34
computer stand	CIS quote: \$228,389.16
lights rear hatch with switch	
lights grille, windows (rear and cargo), fog lights	
lights running boards	
mirror lights	K9 Quote: \$64,373.98
charge guard	
vertex LEDs taillights	
replacement transport seat and partition	CRT Quote: \$60,475.15
rear trunk box	
labor equipment	Radio equipment \$26,231.28
labor radio	
Total per car	Axon Fleet \$57,097.29
total per car with radio	\$60,376.20
Total for 4 Detective Cars	\$241,504.80
Total for 3 SRT Car	F150 Conversion \$120,930.84
Total for 3 SRT Car	\$65,776.95
Total for 3 K9 Car	\$68,675.73
Total for all five vehicles	\$506,681.27
Total Purchase	\$520,712.27
Budget	\$551,900.00
Under/over budget	\$31,187.73

Item	Price
F150 Police Responder Conversion	
ghost graphics	\$800.00
prisoner transport	\$3,992.00
deck storage	\$1,420.00
install	\$700.00
total per car	\$6,912.00

Item	Price
SRT Vehicle (AWD Interceptor SUV)	\$59,524.72
yellow city tag	\$138.95
light bars/control head/speaker/siren console	
computer stand	
lights rear hatch with switch	
lights grille, windows (rear and cargo), fog lights	
lights running boards	
mirror lights	
charge guard	
vertex LEDs taillights	
howler	
front prisoner partition	
replacement transport seat and partition	
rear trunk box	
bars prisoner window	
windows and locks deactivated	
labor equipment	
labor radio	
total per car	\$59,663.67
total per car with radio	\$62,942.58
total per car with radio and axon	\$64,965.42
Axon Fleet Purchase	Price \$8,091.36
total per car	\$2,022.84
Radio Purchase Itemized	Price \$1,694.60
radio	
channels	\$0.01
p25 channels	\$185.00
encryption	\$481.00
p25 trunking	\$610.50
Installation accessories	\$144.30
mobile mic	\$59.90
antenna	\$44.40
cables and mount base	\$59.20
total per car	\$3,278.91

Item	Price
CRT Vehicle (AWD Interceptor SUV)	\$60,336.20
yellow city tag	\$138.95
light bars/control head/speaker/siren console	
computer stand	
lights rear hatch with switch	
lights grille, windows (rear and cargo), fog lights	
lights running boards	
mirror lights	
charge guard	
vertex LEDs taillights	
graphics	
howler	
front prisoner partition	
replacement transport seat and partition	
rear trunk box	
bars prisoner window	
windows and locks deactivated	
labor equipment	
labor radio	
total per car	\$69,475.15
total per car with radio	\$63,754.06
total per car with radio and axon	\$65,776.90

Item	Price
K9 Vehicle (AWD Interceptor SUV)	\$64,235.03
yellow city tag	\$138.95
light bars/control head/speaker/siren console	
computer stand	
DUO lights rear hatch with switch	
DUO lights grille, windows (rear and cargo), fog lights	
DUO lights running boards	
mirror lights	
charge guard	
vertex LEDs taillights	
graphics	
howler	
front prisoner partition	
Ace K9 heat alarm and system	
K9 kennel 2/3	
rear trunk box	
windows and locks deactivated	
labor equipment	
labor radio	
total per car	\$64,373.98
total per car with radio	\$67,652.89
total per car with radio and axon	\$69,675.73

October 6, 2025



City of Zephyrhills
Nathan Gardner
Detective Unit

DESCRIPTION		
K8A	2026 Police Interceptor Utility All Wheel Drive	
UM	Agate Black	
FW	Charcoal Black Seat Cloth Front/Cloth Rear	
500A	Equipment Package	
99C	3.0L V6 EcoBoost Engine	
44U	10-Speed Automatic Transmission	
65L	18" 5-Spoke Full Face Wheel Covers	
18D	Global Lock/Unlock Feature	
153	Front License Plate Bracket	
16D	Badge Delete	
	Factory Invoice	\$51,598.00
	Government Price Concession Discount	\$3,100.00
	4.35% Contract Discount	\$2,109.66
	Whelen Inneredge Blue/Blue with 2 LED Takedown Mounted in Windshield Area, (2) Whelen Smoked Microns Blue/Blue Mounted in Front Grille, (2) Whelen DUO Smoked Thin Ions Blue/White Mounted in Fog Light Area, (2) Whelen DUO Smoked Mini Thin Ions Blue White Mounted on Front Fenders, (2) Whelen Striplite+ Blue/Blue Mounted in Rear 1/4 Glass, (2) Whelen Blue Vertex Mounted in Headlights, (2) Whelen Blue Vertex Mounted in Taillights, (2) Whelen Smoked Thin Ions Mounted in Rear Tag Area, (2) Whelen Thin Ions Mounted in Rear Hatch Jamb, Wig-Wag Headlight Flasher, Whelen SOLO B/W/B/W/B Tracers Mounted in Running Board Area, Whelen 6 Head Dominator Blue/Blue with Traffic Advisor Mounted High in Rear Hatch, Whelen 295SLSA6 Siren Controller with Park Kill, (1) 100 Watt Speaker Mounted in Grill Area, Havis Interceptor Console, 11" Slide Arm with Universal Laptop Tray, Dual Cup Holder, Arm Rest, Raised Rear Weapons Vault Single Drawer with 4" Top Basket, Deep Window Tint, Install Customer Supplied Radio, Antenna, Streamlight Stinger Flashlight with AC/DC Charger, Bartow Ford Custom Installation	\$10,570.00
	Yellow CITY Tag	\$138.95
		\$0.00
TOTAL PURCHASE AMOUNT PER UNIT		\$57,097.29

Pricing in accordance with the Charlotte County Contract # 20250009

If you have any questions or need any additional information please feel free contact me anytime.

Sincerely Yours,
 Jacob Kendrick
 Commercial Fleet Sales
 Direct Line (863) 640-1918
 Fax (863) 533-8485

2800 US Hwy North
Bartow, Florida 33830

October 6, 2025



City of Zephyrhills
Nathan Gardner
Detective Unit

DESCRIPTION		
K8A	2026 Police Interceptor Utility All Wheel Drive	
LK	Dark Blue	
FW	Charcoal Black Seat Cloth Front/Cloth Rear	
500A	Equipment Package	
99C	3.0L V6 EcoBoost Engine	
44U	10-Speed Automatic Transmission	
65L	18" 5-Spoke Full Face Wheel Covers	
18D	Global Lock/Unlock Feature	
153	Front License Plate Bracket	
16D	Badge Delete	
	Factory Invoice	\$51,598.00
	Government Price Concession Discount	\$3,100.00
	4.35% Contract Discount	\$2,109.66
	Whelen Inneredge Blue/Blue with 2 LED Takedown Mounted in Windshield Area, (2) Whelen Smoked Microns Blue/Blue Mounted in Front Grille, (2) Whelen DUO Smoked Thin Ions Blue/White Mounted in Fog Light Area, (2) Whelen DUO Smoked Mini Thin Ions Blue White Mounted on Front Fenders, (2) Whelen Striplite+ Blue/Blue Mounted in Rear 1/4 Glass, (2) Whelen Blue Vertex Mounted in Headlights, (2) Whelen Blue Vertex Mounted in Taillights, (2) Whelen Smoked Thin Ions Mounted in Rear Tag Area, (2) Whelen Thin Ions Mounted in Rear Hatch Jamb, Wig-Wag Headlight Flasher, Whelen SOLO B/W/B/W/B Tracers Mounted in Running Board Area, Whelen 6 Head Dominator Blue/Blue with Traffic Advisor Mounted High in Rear Hatch, Whelen 295SLSA6 Siren Controller with Park Kill, (1) 100 Watt Speaker Mounted in Grill Area, Havis Interceptor Console, 11" Slide Arm with Universal Laptop Tray, Dual Cup Holder, Arm Rest, Raised Rear Weapons Vault Single Drawer with 4" Top Basket, Deep Window Tint, Install Customer Supplied Radio, Antenna, Streamlight Stinger Flashlight with AC/DC Charger, Bartow Ford Custom Installation	\$10,570.00
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October 6, 2025



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J1	Kodiak Brown	
FW	Charcoal Black Seat Cloth Front/Cloth Rear	
500A	Equipment Package	
99C	3.0L V6 EcoBoost Engine	
44U	10-Speed Automatic Transmission	
65L	18" 5-Spoke Full Face Wheel Covers	
18D	Global Lock/Unlock Feature	
153	Front License Plate Bracket	
16D	Badge Delete	
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	4.35% Contract Discount	\$2,109.66
	Whelen Inneredge Blue/Blue with 2 LED Takedown Mounted in Windshield Area, (2) Whelen Smoked Microns Blue/Blue Mounted in Front Grille, (2) Whelen DUO Smoked Thin Ions Blue/White Mounted in Fog Light Area, (2) Whelen DUO Smoked Mini Thin Ions Blue White Mounted on Front Fenders, (2) Whelen Striplite+ Blue/Blue Mounted in Rear 1/4 Glass, (2) Whelen Blue Vertex Mounted in Headlights, (2) Whelen Blue Vertex Mounted in Taillights, (2) Whelen Smoked Thin Ions Mounted in Rear Tag Area, (2) Whelen Thin Ions Mounted in Rear Hatch Jamb, Wig-Wag Headlight Flasher, Whelen SOLO B/W/B/W/B Tracers Mounted in Running Board Area, Whelen 6 Head Dominator Blue/Blue with Traffic Advisor Mounted High in Rear Hatch, Whelen 295LSA6 Siren Controller with Park Kill, (1) 100 Watt Speaker Mounted in Grill Area, Havis Interceptor Console, 11" Slide Arm with Universal Laptop Tray, Dual Cup Holder, Arm Rest, Raised Rear Weapons Vault Single Drawer with 4" Top Basket, Deep Window Tint, Install Customer Supplied Radio, Antenna, Streamlight Stinger Flashlight with AC/DC Charger, Bartow Ford Custom Installation	\$10,570.00
	Yellow CITY Tag	\$138.95
		\$0.00
TOTAL PURCHASE AMOUNT PER UNIT		\$57,097.29

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 Bartow, Florida 33830**

October 6, 2025



**City of Zephyrhills
Nathan Gardner
Detective Unit**

DESCRIPTION		
K8A	2026 Police Interceptor Utility All Wheel Drive	
M7	Carbonized Grey	
FW	Charcoal Black Seat Cloth Front/Cloth Rear	
500A	Equipment Package	
99C	3.0L V6 EcoBoost Engine	
44U	10-Speed Automatic Transmission	
65L	18" 5-Spoke Full Face Wheel Covers	
18D	Global Lock/Unlock Feature	
153	Front License Plate Bracket	
16D	Badge Delete	
	Factory Invoice	\$51,598.00
	Government Price Concession Discount	\$3,100.00
	4.35% Contract Discount	\$2,109.66
	Whelen Inneredge Blue/Blue with 2 LED Takedown Mounted in Windshield Area, (2) Whelen Smoked Microns Blue/Blue Mounted in Front Grille, (2) Whelen DUO Smoked Thin Ions Blue/White Mounted in Fog Light Area, (2) Whelen DUO Smoked Mini Thin Ions Blue White Mounted on Front Fenders, (2) Whelen Striplite+ Blue/Blue Mounted in Rear 1/4 Glass, (2) Whelen Blue Vertex Mounted in Headlights, (2) Whelen Blue Vertex Mounted in Taillights, (2) Whelen Smoked Thin Ions Mounted in Rear Tag Area, (2) Whelen Thin Ions Mounted in Rear Hatch Jamb, Wig-Wag Headlight Flasher, Whelen SOLO B/W/B/W/B Tracers Mounted in Running Board Area, Whelen 6 Head Dominator Blue/Blue with Traffic Advisor Mounted High in Rear Hatch, Whelen 295SLSA6 Siren Controller with Park Kill, (1) 100 Watt Speaker Mounted in Grill Area, Havis Interceptor Console, 11" Slide Arm with Universal Laptop Tray, Dual Cup Holder, Arm Rest, Raised Rear Weapons Vault Single Drawer with 4" Top Basket, Deep Window Tint, Install Customer Supplied Radio, Antenna, Streamlight Stinger Flashlight with AC/DC Charger, Bartow Ford Custom Installation	\$10,570.00
	Yellow CITY Tag	\$138.95
		\$0.00
TOTAL PURCHASE AMOUNT PER UNIT		\$57,097.29

Pricing in accordance with the Charlotte County Contract # 20250009

If you have any questions or need any additional information please feel free contact me anytime.

Sincerely Yours,
Jacob Kendrick
Commercial Fleet Sales
Direct Line (863) 640-1918
Fax (863) 533-8485

**2800 US Hwy North
Bartow, Florida 33830**

October 6, 2025



**City of Zephyrhills
Nathan Gardner
SRT Unit X2**

DESCRIPTION		
K8A	2026 Police Interceptor Utility All Wheel Drive	
UM	Agate Black	
FW	Charcoal Black Seat Cloth Front/Cloth Rear	
500A	Equipment Package	
99C	3.0L V6 EcoBoost Engine	
44U	10-Speed Automatic Transmission	
64E	18" Painted Aluminum Wheels	
18D	Global Lock/Unlock Feature	
153	Front License Plate Bracket	
16D	Badge Delete	
	Factory Invoice	\$51,980.00
	Government Price Concession Discount	\$3,100.00
	4.35% Contract Discount	\$2,126.28
	Whelen Inneredge Blue/Blue with 2 LED Takedown Mounted in Windshield Area, (2) Whelen Smoked Microns Blue/Blue Mounted in Front Grille, (2) Whelen DUO Smoked Thin Ions Blue/White Mounted in Fog Light Area, (2) Whelen DUO Smoked Mini Thin Ions Blue White Mounted on Front Fenders, (2) Whelen Striplite+ Blue/Blue Mounted in Rear 1/4 Glass, (2) Whelen Blue Vertex Mounted in Headlights, (2) Whelen Blue Vertex Mounted in Taillights, (2) Whelen Smoked Thin Ions Mounted in Rear Tag Area, (2) Whelen Thin Ions Mounted in Rear Hatch Jamb, Wig-Wag Headlight Flasher, Whelen SOLO B/W/B/W/B Tracers Mounted in Running Board Area, Whelen 6 Head Dominator Blue/Blue with Traffic Advisor Mounted High in Rear Hatch, Whelen 295SLSA6 Siren Controller with Park Kill, (1) 100 Watt Speaker Mounted in Grill Area, Havis Interceptor Console, 11" Slide Arm with Universal Laptop Tray, Dual Cup Holder, Arm Rest, Raised Rear Weapons Vault Single Drawer with 4" Top Basket, Single Cell Prisoner Cage with Hard Seat, Window Bar on Prisoner Passenger Rear Window, Door Handle and Window Switch Covers on Passenger Rear Door, Deep Window Tint, Install Customer Supplied Radio, Antenna, Install Customer Supplied AXON Camera System, Whelen Howler Deep-Tone Speaker, Streamlight Stinger Flashlight with AC/DC Charger, Bartow Ford Custom Installation	\$12,771.00
	Yellow CITY Tag	\$138.95
		\$0.00
TOTAL PURCHASE AMOUNT PER UNIT		\$59,663.67

Pricing in accordance with the Charlotte County Contract # 20250009

TOTAL PURCHASE AMOUNT FOR 2 UNITS = \$119,327.34

If you have any questions or need any additional information please feel free contact me anytime.

Sincerely Yours,
Jacob Kendrick
Commercial Fleet Sales
Direct Line (863) 640-1918
Fax (863) 533-8485

**2800 US Hwy North
Bartow, Florida 33830**

October 6, 2025



City of Zephyrhills
Nathan Gardner
CRT Unit

DESCRIPTION		
K8A	2026 Police Interceptor Utility All Wheel Drive	
UJ	Sterling Grey	
FW	Charcoal Black Seat Cloth Front/Cloth Rear	
500A	Equipment Package	
99C	3.0L V6 EcoBoost Engine	
44U	10-Speed Automatic Transmission	
65L	18" 5-Spoke Full Face Wheel Covers	
18D	Global Lock/Unlock Feature	
153	Front License Plate Bracket	
16D	Badge Delete	
51T	Driver Only LED Bulb Spot Lamp Whelen	
	Factory Invoice	\$51,992.00
	Government Price Concession Discount	\$3,100.00
	4.35% Contract Discount	\$2,126.80
	Whelen Inneredge Blue/Blue with 2 LED Takedown Mounted in Windshield Area, (2) Whelen Smoked Microns Blue/Blue Mounted in Front Grille, (2) Whelen DUO Smoked Thin Ions Blue/White Mounted in Fog Light Area, (2) Whelen DUO Smoked Mini Thin Ions Blue White Mounted on Front Fenders, (2) Whelen Striplite+ Blue/Blue Mounted in Rear 1/4 Glass, (2) Whelen Blue Vertex Mounted in Headlights, (2) Whelen Blue Vertex Mounted in Taillights, (2) Whelen Smoked Thin Ions Mounted in Rear Tag Area, (2) Whelen Thin Ions Mounted in Rear Hatch Jamb, Wig-Wag Headlight Flasher, Whelen SOLO B/W/B/W/B Tracers Mounted in Running Board Area, Whelen 6 Head Dominator Blue/Blue with Traffic Advisor Mounted High in Rear Hatch, Whelen 295SLSA6 Siren Controller with Park Kill, (1) 100 Watt Speaker Mounted in Grill Area, Havis Interceptor Console, 11" Slide Arm with Universal Laptop Tray, Dual Cup Holder, Arm Rest, Raised Rear Weapons Vault Single Drawer with 4" Top Basket, Single Cell Prisoner Cage with Hard Seat, Window Bar on Prisoner Passenger Rear Window, Door Handle and Window Switch Covers on Passenger Rear Door, Deep Window Tint, Install Customer Supplied Radio, Antenna, Install Customer Supplied AXON Camera System, Zephyrhills Ghost Graphics, Whelen Howler Deep-Tone Speaker, Streamlight Stinger Flashlight with AC/DC Charger, Bartow Ford Custom Installation	\$13,571.00
	Yellow CITY Tag	\$138.95
		\$0.00
TOTAL PURCHASE AMOUNT PER UNIT		\$60,475.15

Pricing in accordance with the Charlotte County Contract # 20250009

If you have any questions or need any additional information please feel free contact me anytime.

Sincerely Yours,
 Jacob Kendrick
 Commercial Fleet Sales
 Direct Line (863) 640-1918
 Fax (863) 533-8485

2800 US Hwy North
Bartow, Florida 33830

October 6, 2025



**City of Zephyrhills
Nathan Gardner
K9 Unit**

DESCRIPTION		
K8A	2026 Police Interceptor Utility All Wheel Drive	
UM	Agate Black	
FW	Charcoal Black Seat Cloth Front/Cloth Rear	
500A	Equipment Package	
99C	3.0L V6 EcoBoost Engine	
44U	10-Speed Automatic Transmission	
STD	Standard Steel Wheels With Chrome Center Hubcap	
18D	Global Lock/Unlock Feature	
153	Front License Plate Bracket	
16D	Badge Delete	
51T	Driver Only LED Bulb Spot Lamp Whelen	
	Factory Invoice	\$51,927.00
	Government Price Concession Discount	\$3,100.00
	4.35% Contract Discount	\$2,123.97
	Whelen Inneredge Blue/Blue with 2 LED Takedown Mounted in Windshield Area, (2) Whelen Smoked Microns Blue/Blue Mounted in Front Grille, (2) Whelen DUO Smoked Thin Ions Blue/White Mounted in Fog Light Area, (2) Whelen DUO Smoked Mini Thin Ions Blue White Mounted on Front Fenders, (2) Whelen Striplite+ Blue/Blue Mounted in Rear 1/4 Glass, (2) Whelen Blue Vertex Mounted in Headlights, (2) Whelen Blue Vertex Mounted in Taillights, (2) Whelen Smoked Thin Ions Mounted in Rear Tag Area, (2) Whelen Thin Ions Mounted in Rear Hatch Jamb, Wig-Wag Headlight Flasher, Whelen SOLO B/W/B/W/B Tracers Mounted in Running Board Area, Whelen 6 Head Dominator Blue/Blue with Traffic Advisor Mounted High in Rear Hatch, Whelen 295SLSA6 Siren Controller with Park Kill, (1) 100 Watt Speaker Mounted in Grill Area, Havis Interceptor Console, 11" Slide Arm with Universal Laptop Tray, Dual Cup Holder, Arm Rest, Raised Rear Weapons Vault Single Drawer with 4" Top Basket, Havis K9 Prisoner Transport System 1/3 Prisoner Cell 2/3 K9 Compartment, Ace K9 Heat Alarm Pro Temperature Warning System Includes Horn Activation, Siren Activation, Light Activation and Dual Window Drop, 10" Fan Mounted on Passenger Rear Door Window Screen, Deep Window Tint, Install Customer Supplied Radio, Antenna, Install Customer Supplied AXON Camera System, Zephyrhills Ghost Graphics, Whelen Howler Deep-Tone Speaker, Streamlight Stinger Flashlight with AC/DC Charger, Bartow Ford Custom Installation	\$17,532.00
	Yellow CITY Tag	\$138.95
		\$0.00
TOTAL PURCHASE AMOUNT PER UNIT		\$64,373.98

Pricing in accordance with the Charlotte County Contract # 20250009

If you have any questions or need any additional information please feel free contact me anytime.

Sincerely Yours,
Jacob Kendrick
Commercial Fleet Sales
Direct Line (863) 640-1918
Fax (863) 533-8485

**2800 US Hwy North
Bartow, Florida 33830**

2800 US 98 NORTH
BARTOW, FLORIDA 33830
PHONE 863-533-0425 FAX 863-533-9347

October 13, 2025

City of Zephyrhills
Nathan Gardner

[illegible]

If you have any questions concerning this invoice, contact Jacob Kendrick 863-640-1918

THANK YOU FOR YOUR BUSINESS!



Charlotte County Government

"To exceed expectations in the delivery of public services."

www.CharlotteCountyFL.gov

October 16, 2025

Zephyrhills Police Department
6118 8th Street
Zephyrhills, FL 33542

Attn: Chris Sweet

Dear M/M Sweet:

Per your request, please accept this letter as authorization from Charlotte County for the Zephyrhills Police Department to "piggyback" Bid #25-009, Light Duty Vehicles – Annual Contract. It is understood that the Zephyrhills Police Department will establish its own contract with the successful bidder(s), place its own orders, be invoiced therefrom and make its own payments to the successful bidder in accordance with the terms of the contract established between the Zephyrhills Police Department and the successful bidder. It is also hereby mutually understood and agreed that Charlotte County is not a legally bound party to any contractual agreement made between a successful bidder and any local entity other than Charlotte County Board of County Commissioners.

If you have any questions, please feel free to contact the Charlotte County Purchasing Division at 941-743-1374.

Sincerely,

Rhiannon Mills for

Kimberly A. Corbett, C.P.M., CPPB
Senior Division Manager – Purchasing

/at

PURCHASING

18500 Murdock Circle, Suite 344 | Port
Charlotte, FL 33948
Phone: 941.743.1374 | Fax: 941.743.1384



Charlotte County

Commission Chambers,
Room 119
18500 Murdock Circle
Port Charlotte, FL 33948
CharlotteCountyFL.gov

Agenda Item Summary

File #: 2025-7042

Agenda Date: 4/22/2025

Agenda Item #: 3.

DEPARTMENT MAKING REQUEST

Budget & Admin Services

Title

25-009, Award, Light Duty Vehicles - Annual Contract (Fleet)

REQUESTED MOTION/ACTION

Recommended Action:

- a) Approve award of Request for Bids #25-009, Light Duty Vehicles - Annual Contract to Bartow Ford, for a 4.35% discount off of Ford Factory Invoice, and a 0% mark-up on dealer installed options. Term of contract is from date of award through and including September 30, 2026; and
- b) Authorize the County Administrator to approve the renewal options for up to two additional one-year terms, at the same prices, terms, and conditions, by mutual consent. This annual contract allows for the purchase of Ford vehicles on an as needed basis.

Budgeted Action:

No action needed. Parts and expenses will be funded by the Fleet Management Fund, and then will be charged back to the department as budgeted in the FY2025 budget process. Funding for this expenditure comes from user fees.

BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

Background:

This is an annual contract that allows for the purchase of Ford vehicles on an as needed basis. Contractors bid a percentage discount off of the Ford Factory Invoice, and a percentage mark-up on dealer installed options. Bartow Ford was the lowest responsive/responsible bidder, which is the highest discount.



Charlotte County Purchasing Division
18500 Murdock Circle, Suite 344
Port Charlotte, Florida 33948-1094

Phone 941.743.1378
Fax 941.743.1384

NOTICE OF AVAILABILITY OF BID SPECIFICATIONS

REQUEST FOR BIDS
CHARLOTTE COUNTY, FLORIDA

The County of Charlotte will be receiving sealed bids at the Purchasing Division, Suite 344, Charlotte County Administration Center, 18500 Murdock Circle, Port Charlotte, FL 33948-1094, for:

BID NO. 20250009
FORD LIGHT DUTY VEHICLES – ANNUAL CONTRACT

It is the intent of Charlotte County to purchase Ford light duty vehicles, on an "as required" basis, from a Ford Motor Company dealer. It is the specific purpose of this bid to establish a conditional contract for the required materials and to secure the cost and availability of the requirements for procurement from a source of supply that will give prompt and convenient service.

There will not be a Pre-Bid Conference for this project. Please send all questions to the email address below.

BID OPENING: 2:00 p.m., MARCH 19, 2025
PURCHASING DIVISION CONFERENCE ROOM

Bid Documents may be obtained by accessing the Charlotte County Purchasing Division's website at <https://purchasingbids.charlottecountyfl.gov> under "Purchasing Bids Online", document number 250092. Any questions can be answered by contacting Alisa L. True, CPPB, Senior Contract Specialist at 941.743.1549 or email: Alisa.True@CharlotteCountyFl.gov.

OPTIONAL ELECTRONIC BID SUBMISSIONS: If your firm would like to submit your bid electronically, please visit <http://bit.ly/3TYAyKa> and follow given instructions.

Notice of Availability
Posted: 02/25/2025



CHARLOTTE COUNTY BOARD OF COMMISSIONERS
OFFICIAL BID TABULATION
LIGHT DUTY VEHICLES - ANNUAL
BID NO. 20250009

DUE DATE: MARCH 26, 2025

DEPT: FLEET

Company Name ▶		BARTOW FORD CO.	MATTHEWS-CURRIE FORD CO.
Location ▶		Bartow, FL	Nokomis, FL
Description ▼			
% Discount off of Ford Factory Invoice		4.35%	0.5%
% Mark-up on Dealer Installed Options		0%	10%

Company Name ▶		SAM GALLOWAY FORD
Location ▶		Fort Myers, FL
Description ▼		
% Discount off of Ford Factory Invoice		3.41%
% Mark-up on Dealer Installed Options		0%

FL_Zephyrhills PD_XG25M quan 8

Please Submit Purchase Orders and Disbursement Orders to: sales@wmscom.com

Williams Communications, Inc | 5046 Tennessee Capital Blvd | Tallahassee, FL 32303

Josh Franklin | jfranklin@wmscom.com

Quote #	SRO0225104	Date	10/10/2025
Customer #	C000000685	Phone	
Contact		Email	
Client PO#		Cell	
Address	Zephyrhills Police Department Attn: Chris Sweet Executive Assistant 6118 8th Street Zephyrhills FL 33542	Ship To	Zephyrhills Police Department Attn: Chris Sweet Executive Assistant 6118 8th Street Zephyrhills FL 33542

COMPANY PROPRIETARY & CONFIDENTIALITY

Description	QTY	Client Price	Ext. Total
Mobile-XG25M-700/800 Mhz-35W	8.00	\$1,694.60	\$13,556.80
Feature-512 Systems/Group	8.00	\$0.01	\$0.08
Feature-XG25M-P25 Phase 2 TDMA	8.00	\$185.00	\$1,480.00
Feature-Encryption-256-AES / 64-DES ECP	8.00	\$481.00	\$3,848.00
Feature Package-P25 Trunking	8.00	\$610.50	\$4,884.00
Kit-Install Accessories-Harris XG25M	8.00	\$144.30	\$1,154.40
Mic-Mobile-Harris-XG25M-Standard	8.00	\$59.90	\$479.20
Ante-MB-Harris-7/800 Low Profile-2dB	8.00	\$44.40	\$355.20
Ante Base-Harris-Stnd Roof-Loss-RG58	8.00	\$59.20	\$473.60
	Shipping & Handling:		-
	Tax:		-
	Client Total:		\$26,231.28

WCI provides a variety of batteries & chargers for LMR Radios through the Federal NASPO discounted pricing.

May we send you a quote today?

Quote prices good for thirty calendar days. Quote does not include any applicable sales tax.

Custom ordered parts and speciality items are non-refundable. All other items are subject to a 30% restocking fee.

Williams Communications, Inc | 5046 Tennessee Capital Blvd | Tallahassee, FL 32303
850-385-1121



Axon Enterprise, Inc.
17800 N 85th St
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic: (800) 978-2737
International: +1.800.978.2737

Q-762304-45938RG

Issued: 10/08/2025

Quote Expiration: 11/30/2025

Estimated Contract Start Date: 01/01/2026

Account Number: 127820

Payment Terms: N30

Mode of Delivery: UPS-GND

Credit/Debit Amount: \$0.00

SHIP TO	BILL TO	SALES REPRESENTATIVE	PRIMARY CONTACT
Zephyr Hills Police Dept. - FL 6118 8th St Zephyrhills, FL 33542-3504 USA	Zephyrhills Police Dept. - FL 6118 8th St Zephyrhills FL 33542-3504 USA Email:	Rachel Gershenson Phone: Email: rleinson@axon.com Fax:	Joseph Rinaldo Phone: 8137800050 Email: jrinaldo@police.zephyrhills.fl.us Fax:

Quote Summary

Program Length	120 Months
TOTAL COST	\$80,913.60
ESTIMATED TOTAL W/ TAX	\$80,913.60

Discount Summary

Average Savings Per Year	\$623.29
TOTAL SAVINGS	\$6,232.92

Payment Summary

Date	Subtotal	Tax	Total
Dec 2025	\$8,091.36	\$0.00	\$8,091.36
Nov 2026	\$8,091.36	\$0.00	\$8,091.36
Nov 2027	\$8,091.36	\$0.00	\$8,091.36
Nov 2028	\$8,091.36	\$0.00	\$8,091.36
Nov 2029	\$8,091.36	\$0.00	\$8,091.36
Nov 2030	\$8,091.36	\$0.00	\$8,091.36
Nov 2031	\$8,091.36	\$0.00	\$8,091.36
Nov 2032	\$8,091.36	\$0.00	\$8,091.36
Nov 2033	\$8,091.36	\$0.00	\$8,091.36
Nov 2034	\$8,091.36	\$0.00	\$8,091.36
Total	\$80,913.60	\$0.00	\$80,913.60

Quote Unbundled Price: \$87,144.00
 Quote List Price: \$80,913.60
 Quote Subtotal: \$80,913.60

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
Fleet3B10Yr	Fleet 3 Basic 10 Year	4	120	\$181.55	\$168.57	\$168.57	\$80,913.60	\$0.00	\$80,913.60
Total							\$80,913.60	\$0.00	\$80,913.60

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
Fleet 3 Basic 10 Year	101675	AXON FLEET - ERICSSON CRADLEPOINT R980-5GD-A-5YR NETCLOUD	4	1	12/01/2025
Fleet 3 Basic 10 Year	101924	AXON FLEET - TAOGLAS ANT - 7-IN-1 4CELL 2WIFT 1GNSS INT	4	1	12/01/2025
Fleet 3 Basic 10 Year	70112	AXON SIGNAL - VEHICLE	4	1	12/01/2025
Fleet 3 Basic 10 Year	72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	4	1	12/01/2025
Fleet 3 Basic 10 Year	72040	AXON FLEET - TAP REFRESH 1 - 2 CAMERA KIT	4	1	12/01/2030
Fleet 3 Basic 10 Year	72040	AXON FLEET - TAP REFRESH 1 - 2 CAMERA KIT	1	1	12/01/2030

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Fleet 3 Basic 10 Year	80400	AXON EVIDENCE - FLEET VEHICLE LICENSE	4	01/01/2026	12/31/2035
Fleet 3 Basic 10 Year	80410	AXON EVIDENCE - STORAGE - FLEET 1 CAMERA UNLIMITED	8	01/01/2026	12/31/2035

Services

Bundle	Item	Description	QTY
Fleet 3 Basic 10 Year	73391	AXON FLEET 3 - DEPLOYMENT PER VEHICLE - NOT OVERSIZED	4
Fleet 3 Basic 10 Year	73392	AXON FLEET 3 - INSTALLATION - UPGRADE (PER VEHICLE)	4

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Fleet 3 Basic 10 Year	80379	AXON SIGNAL - EXT WARRANTY - SIGNAL UNIT	4	12/01/2026	12/31/2035
Fleet 3 Basic 10 Year	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	4	12/01/2026	12/31/2035

Shipping Locations

Location Number	Street	City	State	Zip	Country
1	6118 8th St	Zephyrhills	FL	33542-3504	USA

Payment Details

Dec 2025					
Invoice Plan	Item	Description	Qty	Subtotal	Tax
Annual Payment 1	Fleet3B10Yr	Fleet 3 Basic 10 Year	4	\$8,091.36	\$0.00
Total				\$8,091.36	\$0.00
					\$8,091.36

Nov 2026					
Invoice Plan	Item	Description	Qty	Subtotal	Tax
Annual Payment 2	Fleet3B10Yr	Fleet 3 Basic 10 Year	4	\$8,091.36	\$0.00
Total				\$8,091.36	\$0.00
					\$8,091.36

Nov 2027					
Invoice Plan	Item	Description	Qty	Subtotal	Tax
Annual Payment 3	Fleet3B10Yr	Fleet 3 Basic 10 Year	4	\$8,091.36	\$0.00
Total				\$8,091.36	\$0.00
					\$8,091.36

Nov 2028					
Invoice Plan	Item	Description	Qty	Subtotal	Tax
Annual Payment 4	Fleet3B10Yr	Fleet 3 Basic 10 Year	4	\$8,091.36	\$0.00
Total				\$8,091.36	\$0.00
					\$8,091.36

Nov 2029					
Invoice Plan	Item	Description	Qty	Subtotal	Tax
Annual Payment 5	Fleet3B10Yr	Fleet 3 Basic 10 Year	4	\$8,091.36	\$0.00
Total				\$8,091.36	\$0.00
					\$8,091.36

Nov 2030					
Invoice Plan	Item	Description	Qty	Subtotal	Tax
Annual Payment 6	Fleet3B10Yr	Fleet 3 Basic 10 Year	4	\$8,091.36	\$0.00
Total				\$8,091.36	\$0.00
					\$8,091.36

Nov 2031					
Invoice Plan	Item	Description	Qty	Subtotal	Tax
Annual Payment 7	Fleet3B10Yr	Fleet 3 Basic 10 Year	4	\$8,091.36	\$0.00
Total				\$8,091.36	\$0.00
					\$8,091.36

Nov 2032						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 8	Fleet3B10Yr	Fleet 3 Basic 10 Year	4	\$8,091.36	\$0.00	\$8,091.36
Total				\$8,091.36	\$0.00	\$8,091.36

Nov 2033						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 9	Fleet3B10Yr	Fleet 3 Basic 10 Year	4	\$8,091.36	\$0.00	\$8,091.36
Total				\$8,091.36	\$0.00	\$8,091.36

Nov 2034						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 10	Fleet3B10Yr	Fleet 3 Basic 10 Year	4	\$8,091.36	\$0.00	\$8,091.36
Total				\$8,091.36	\$0.00	\$8,091.36

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Standard Terms and Conditions

Axon Enterprise Inc. Sales Terms and Conditions

Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at <https://www.axon.com/sales-terms-and-conditions>), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Signature

Date Signed

10/8/2025



CONSENT ITEMS 1.3

Purchase of Public Works Vehicles and Equipment

Issue:

Purchase of new vehicles and equipment using both the Florida Sheriff's Association Contract and Sourcewell Cooperative Purchasing Contract as indicated below: All quotes are attached to the agenda item.

4100 (Streets) Cat Loader: Florida Sheriff's Contract FSA-23-EQU21.0

4100 (Streets) 3/4 Ton Truck: Sourcewell Contract 2026 093021-ELG

4100 (Streets) Streetsweeper: Sourcewell Contract 2026 091521-NAF & NAF 032824-NAF

7200 (Parks) 3/4 Ton Truck: Sourcewell Contract 2026 091521-NAF & NAF 032824-NAF

7200 (Parks) Tractor: Florida Sheriff's Contract FSA-23-EQU21.0

Background:

Public Works Equipment & Vehicles

Attachment(s):

1. 4100 2500 Ford Truck FY26
2. 4100 CAT LOADER QUOTE FY26
3. 4100 STREET SWEEPER QUOTE FY26
4. 7200 Parks Tractor Quote FY26
5. 7200 PARKS TRUCK 2 FY26

Fiscal Impact:

All (5) items are included within the FY26 approved budget. Re: Capital Purchases

Staff Recommendation:

The Public Works Director and City Manager recommend approval of these (5) items as presented.



Call Us first, for all of your Fleet Automotive, & Light Truck needs.

Quote

PHONE (800) ALANJAY (252-6529)		DIRECT 863-385-9610	WWW.ALANJAY.COM	63109-1
Corporate Office	2003 U.S. 27 South Sebring, FL 33870	MOBILE 904-838-4999	Mailing Address	P.O. BOX 9200 Sebring, FL 33871-9200
		FAX 863-402-4221		

ORIGINAL QUOTE DATE
4/25/2025

QUICK QUOTE SHEET

REVISED QUOTE DATE
4/25/2025

REQUESTING AGENCY	ZEPHYRHILLS, CITY OF			
CONTACT PERSON	RANDY MURPHY		EMAIL	rmurphy@CI.ZEPHYRHILLS.FL.US
PHONE	813-862-6178	MOBILE	813-714-8268	FAX

SOURCEWELL CONTRACT # 2025 091521-NAF & 032824-NAF

www.NationalAutoFleetGroup.com

MODEL	F2B 603A	MSRP	\$53,820.00
2025 FORD F-250 REGULAR CAB PICKUP 4WD 142" WB XLT 8' BED			

CUSTOMER ID

CONTRACT PRICE \$49,566.00

BED LENGTH	8' Bed
------------	--------

** All vehicles will be ordered white w/ darkest interior unless clearly stated otherwise on purchase order.

FACTORY OPTIONS	DESCRIPTION	
Z1	Oxford White	\$0.00
3S	Medium Dark Slate, Cloth 40/20/40 Split Bench Seat	\$0.00
99A	Engine: 6.8L 2V DEVCT NA PFI V8 Gas	\$0.00
44F	OPTIONS Transmission: TorqShift-G 10-Speed Automatic	\$0.00
52B	Trailer Brake Controller	\$0.00
603A	Order Code 603A	\$0.00
TCH	Tires: LT275/65Rx18E BSW A/S	\$0.00
X3E	Electronic-Locking w/3.73 Axle Ratio	\$425.00

CONTRACT OPTIONS	DESCRIPTION	FACTORY OPTIONS	\$425.00
NEW-TAG-CITY	New CITY tag Includes temp tag & two way overnight shipping for signature.		\$245.00
WTF REG	Weather Tech floor liner system for regular cab pick-up trucks.		\$210.00
AF SLU98-SW	8' Reading Standard Line utility body factory powder coated white with SST paddle latches (Includes 2nd stage MSO, weight slip, & final-stage manufacturers completed vehicle certification.)		\$10,925.00
AF USOB8-TB	HD SPRAY ON BED LINER APPLIED TO FLOOR, BULKHEAD, CARGO AREA, AND TOPS OF BOXES ON 6.5' - 8' UTILITY BODY.		\$1,980.00
AF 7/4WIRE	7/4 WAY TRAILER RECEPTACLE		\$255.00
AF CAMERA	FACTORY CAMERA INSTALL IN UTILITY BODY		\$255.00
AJ PTL2516	Pintle combination draw bar with 2-5/16" ball.		\$175.00
W TLI-4 AW	(4) Whelen ION "T" series ultra thin light heads surface mounted with (2) in grille and (2) to rear of vehicle/body. (AMBER/WHITE)		\$760.00
FS ALGNT53-DUAL-WL-AW	Federal Signal 53" Allegiant dual Amber/White light bar including take downs, alley lights, work light feature, signal master, strap kit, and compact digital soft button 6 switch controller. (Work light feature requires mounting on cab shield)		\$2,490.00
CONTRACT OPTIONS			\$17,295.00

TRADE IN

TOTAL COST

\$67,286.00

YES WE TAKE TRADE INS ~~~ ASK ABOUT MUNICIPAL FINANCING ~~~

TOTAL COST LESS TRADE IN(S)

QTY

1

\$67,286.00

Estimated Annual payments for 60 months paid in advance: \$15,470.44

Municipal finance for any essential use vehicle, requires lender approval, WAC.

Comments

QUOTE SUBJECT TO FACTORY ORDER ACCEPTANCE or 30 DAYS

VEHICLE QUOTED BY

CHRISTY SELF

GOVERNMENT ACCOUNT MANAGER Christy.Self@AlanJay.com

"I Want to be Your Fleet Provider"

I appreciate the opportunity to submit this quotation. Please review it carefully. If there are any errors or changes, please feel free to contact me at any time.

I am always happy to be of assistance.



ALAN JAY FLEET

CHRISTY SELF | 863-385-9610 | CHRISTY.SELF@ALANJAY.COM

Vehicle: [Fleet] 2025 Ford Super Duty F-250 SRW (F2B) XLT 4WD Reg Cab 8' Box (✔ Complete)



Note:Photo may not represent exact vehicle or selected equipment.

Window Sticker

SUMMARY

[Fleet] 2025 Ford Super Duty F-250 SRW (F2B) XLT 4WD Reg Cab 8' BoxMSRP:\$51,295.00

Interior:Medium Dark Slate, Cloth 40/20/40 Split Bench Seat

Exterior 1:Oxford White

Exterior 2:No color has been selected.

Engine: 6.8L 2V DEVCT NA PFI V8 Gas

Transmission: TorqShift-G 10-Speed Automatic

OPTIONS

CODE	MODEL	MSRP
F2B	[Fleet] 2025 Ford Super Duty F-250 SRW (F2B) XLT 4WD Reg Cab 8' Box	\$51,295.00
OPTIONS		
153	Front License Plate Bracket	\$0.00
3S	Medium Dark Slate, Cloth 40/20/40 Split Bench Seat	\$0.00
44F	Transmission: TorqShift-G 10-Speed Automatic	\$0.00
603A	Order Code 603A	\$0.00
99A	Engine: 6.8L 2V DEVCT NA PFI V8 Gas	\$0.00

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Data Version: 25294. Data Updated: Apr 23, 2025 6:46:00 PM PDT.



ALAN JAY FLEET

CHRISTY SELF | 863-385-9610 | CHRISTY.SELF@ALANJAY.COM

Vehicle: [Fleet] 2025 Ford Super Duty F-250 SRW (F2B) XLT 4WD Reg Cab 8' Box (✔ Complete)

TCH	Tires: LT275/65Rx18E BSW A/S	\$0.00
X3E	Electronic-Locking w/3.73 Axle Ratio	\$430.00
Z1	Oxford White	\$0.00
SUBTOTAL		\$51,725.00
Adjustments Total		\$0.00
Destination Charge		\$2,095.00
TOTAL PRICE		\$53,820.00

FUEL ECONOMY

Est City:N/A
Est Highway:N/A
Est Highway Cruising Range:N/A

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ALAN JAY FLEET

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Vehicle: [Fleet] 2025 Ford Super Duty F-250 SRW (F2B) XLT 4WD Reg Cab 8' Box (✔ Complete)

Standard Equipment

Mechanical

Engine: 6.8L 2V DEVCT NA PFI V8 Gas (STD)
Transmission: TorqShift-G 10-Speed Automatic -inc: SelectShift and selectable drive modes: normal, eco, slippery roads, tow/haul and off-road (STD)
3.73 Axle Ratio (STD)
GVWR: 10,000 lb Payload Package
50-State Emissions System
Transmission w/Oil Cooler
Electronic Transfer Case
Part-Time Four-Wheel Drive
68-Amp/Hr 750CCA Maintenance-Free Battery w/Run Down Protection
HD 190 Amp Alternator
Trailer Wiring Harness
Class V Towing Equipment -inc: Hitch, Brake Controller and Trailer Sway Control
3730# Maximum Payload
HD Gas-Pressurized Shock Absorbers
Front Anti-Roll Bar
Firm Suspension
Hydraulic Power-Assist Steering
34 Gal. Fuel Tank
Single Stainless Steel Exhaust
Auto Locking Hubs
Front Suspension w/Coil Springs
Solid Axle Rear Suspension w/Leaf Springs
4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs, Brake Assist and Hill Hold Control

Exterior

Wheels: 18" Sparkle Silver Painted Cast Aluminum
Tires: LT275/65Rx18E BSW A/S -inc: Spare may not be the same as road tire (STD)
Regular Box Style
Steel Spare Wheel

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Vehicle: [Fleet] 2025 Ford Super Duty F-250 SRW (F2B) XLT 4WD Reg Cab 8' Box (✔ Complete)

Exterior

- Full-Size Spare Tire Stored Underbody w/Crankdown
- Non-Metallic Paint
- Chrome Front Bumper w/Body-Colored Rub Strip/Fascia Accent and 2 Tow Hooks
- Chrome Rear Step Bumper
- Black Side Windows Trim and Black Front Windshield Trim
- Black Door Handles
- Black Power Heated Side Mirrors w/Convex Spotter, Manual Folding and Turn Signal Indicator
- Manual Extendable Trailer Style Mirrors
- Fixed Rear Window
- Light Tinted Glass
- Variable Intermittent Wipers
- Aluminum Panels
- Chrome Grille
- Tailgate Rear Cargo Access
- Tailgate/Rear Door Lock Included w/Power Door Locks
- Boxside Steps
- Cargo Lamp w/High Mount Stop Light
- Perimeter/Approach Lights
- Autolamp Auto On/Off Reflector Halogen Auto High-Beam Daytime Running Lights Preference Setting
- Headlamps w/Delay-Off
- Front Fog Lamps
- Headlights-Automatic Highbeams

Entertainment

- Radio w/Seek-Scan, Clock and Speed Compensated Volume Control
- Radio: AM/FM Stereo w/MP3 Player -inc: 4 speakers
- Fixed Antenna
- SYNC 4 -inc: 8" LCD capacitive touchscreen w/swipe capability, wireless phone connection, cloud connected, AppLink w/app catalog, 911 Assist, Apple CarPlay and Android Auto compatibility and digital owner's manual
- 2 LCD Monitors In The Front

Interior

- 6-Way Power Driver Seat -inc: Power Recline, Height Adjustment and Fore/Aft Movement

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Vehicle: [Fleet] 2025 Ford Super Duty F-250 SRW (F2B) XLT 4WD Reg Cab 8' Box (✔ Complete)

Interior	
	4-Way Passenger Seat -inc: Manual Recline and Fore/Aft Movement
	Manual Tilt/Telescoping Steering Column
	Gauges -inc: Speedometer, Odometer, Oil Pressure, Engine Coolant Temp, Tachometer, Transmission Fluid Temp, Engine Hour Meter, Trip Odometer and Trip Computer
	FordPass Connect 5G Mobile Hotspot Internet Access
	3 12V DC Power Outlets
	Compass
	Remote Keyless Entry w/Integrated Key Transmitter, Illuminated Entry and Panic Button
	Cruise Control w/Steering Wheel Controls
	Manual Air Conditioning
	Illuminated Locking Glove Box
	Full Cloth Headliner
	Urethane Gear Shifter Material
	Interior Trim -inc: Metal-Look Instrument Panel Insert and Chrome Interior Accents
	Cloth 40/20/40 Split Bench Seat -inc: 20% locking center under-seat storage, center armrest, cupholder, storage, 8-way power driver (includes power lumbar) and 2-way adjustable driver/passenger headrests
	Day-Night Rearview Mirror
	Driver And Passenger Visor Vanity Mirrors
	Full Overhead Console w/Storage, 3 12V DC Power Outlets and 1 Interior 120V AC Power Outlet
	Front Map Lights
	Fade-To-Off Interior Lighting
	Full Carpet Floor Covering -inc: Carpet Front Floor Mats
	Cab Mounted Cargo Lights
	Smart Device Remote Engine Start
	Instrument Panel Covered Bin, Dashboard Storage, Driver And Passenger Door Bins
	Power 1st Row Windows w/Driver And Passenger 1-Touch Up/Down
	Delayed Accessory Power
	Power Door Locks w/Autolock Feature
	Driver Information Center
	Trip Computer
	Outside Temp Gauge

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Vehicle: [Fleet] 2025 Ford Super Duty F-250 SRW (F2B) XLT 4WD Reg Cab 8' Box (✔ Complete)

Interior

Digital/Analog Appearance
Seats w/Carpet Back Material
Perimeter Alarm
Securilock Anti-Theft Ignition (pats) Immobilizer
Air Filtration
3 12V DC Power Outlets and 1 Interior 120V AC Power Outlet

Safety-Mechanical

AdvanceTrac w/Roll Stability Control Electronic Stability Control (ESC) And Roll Stability Control (RSC)
ABS And Driveline Traction Control

Safety-Exterior

Side Impact Beams

Safety-Interior

Dual Stage Driver And Passenger Seat-Mounted Side Airbags
Pre-Collision Assist with Automatic Emergency Braking (AEB)
Collision Mitigation-Front
Tire Specific Low Tire Pressure Warning
Dual Stage Driver And Passenger Front Airbags w/Passenger Off Switch
Safety Canopy System Curtain 1st Row Airbags
Outboard Front Lap And Shoulder Safety Belts -inc: Height Adjusters
Back-Up Camera

WARRANTY

Basic Years: 3
Basic Miles/km: 36,000
Drivetrain Years: 5
Drivetrain Miles/km: 60,000
Corrosion Years: 5
Corrosion Miles/km: Unlimited
Roadside Assistance Years: 5
Roadside Assistance Miles/km: 60,000

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QUOTE PER THE FLORIDA SHERIFF'S ASSOCIATION CONTRACT

Quote Prepared For:
City of Zephyrhills

9/29/2025

(1) NEW CATERPILLAR 920 WHEEL LOADER

CONTRACT DETAILS

Florida Sheriff's Association

Bid # FSA23-EQU21.0

Item #239: Group: LOADER: Wheel Loader - 3.0 CY YD

Contract Dates: October 1, 2023, through September 30, 2026

BASE MACHINE

BASE	Caterpillar 926 Per Sheriff's Contract Specifications	\$200,578
538-6990	Downgrade to 920, Base Machine Only	<u>(\$61,809)</u>
TOTAL OF BASE MACHINE		\$138,769

NON-SPECIFIED OPTIONS

571-0348	920 CWL AGGREGATE HANDLER	NC
612-5551	SOUND, STANDARD, 103DB	NC
541-0761	ENGINE	NC
538-7161	POWERTRAIN, HI RIMPULL, 24 MPH	\$5,640
540-3811	FAN, DEMAND	NC
538-7202	HYDRAULICS, 3V, STD LIFT	\$2,850
549-5002	COUPLER READY, STD LIFT	\$645
538-7230	COUPLER, IT, STD LIFT	\$2,685
571-2780	LIGHTS, ROADING, RH, DIP, HAL-LED	\$330
538-7124	STEERING, STANDARD	NC
542-9197	CAB, DELUXE, SINGLE BRAKE	\$10,030
539-7204	SEAT, DELUXE	\$1,030
550-9815	SEAT BELT, RETRACTABLE, 2"	NC
541-2852	RIDE CONTROL	\$4,315
504-4835	CAMERA, REAR VIEW	\$2,030
538-7130	HEATER AND AIR CONDITIONER	\$5,520
433-3258	SECURITY SYSTEM, NONE	NC
636-3591	PRODUCT LINK, CELLULAR PLE643	\$1,104

561-7108	TIRES, 20.5 R25, MX, XHA2	\$16,830
547-5217	FENDERS, EXT COVER 20.5 TIRES	\$940
550-2681	CTWT, HIGH LIFT/AGG, 3230 LBS	\$2,575
559-9898	STANDARD WEATHER PACKAGE	NC
450-5405	HYDRAULIC OIL, STANDARD	\$1,500
560-3441	INSTRUCTIONS, ANSI	NC
421-8926	SERIALIZED TECHNICAL MEDIA KIT	NC
561-0644	BEACON, MAGNETIC, LED, AMBER	\$380
546-3116	LIGHTS, AUX, LED AND HALOGEN	\$1,230
554-6985	WORKTOOL, WIRING	\$476
543-4225	ALARM, BACK-UP	\$261
541-4413	STANDARD RADIO (12V)	\$730
539-1318	GUARD, POWERTRAIN	<u>\$1,310</u>
	SUB TOTAL	\$62,411
	LESS 21% SHERIFF'S CONTRACT DISCOUNT	<u>(\$13,106)</u>
TOTAL OF NON-SPECIFIED OPTIONS		\$49,305

CAT WORK TOOLS

506-1010	BUCKET-MP HD 1.75 YD3 IT BOCE	\$13,028
	LESS 12% CWT SHERIFF'S CONTRACT DISCOUNT	<u>(\$1,563)</u>
TOTAL OF CAT WORK TOOLS		\$11,465

WARRANTY

12 MONTHS / UNLIMITED HOUR PREMIER		INCL
	AUTOLUBE ADDITION	\$10,925
	SUB TOTAL	\$210,463
	LESS ONE TIME ADDITIONAL DISCOUNT	<u>(\$7,571)</u>
TOTAL TRANSACTION PRICE		\$202,892

Best regards,

Adam Seybold
Sales Representative
Ring Power Corporation



Sourcewell



MODEL: REGEN X

EFFECTIVE DATE: 12/04/2023

0

SOURCE WELL PRICE LIST (U.S. DOLLARS)

<https://www.sourcewell-mn.gov/cooperative-purchasing/093021-ELG>

0	Part Number	Elgin RegenX	LIST PRICE	EXTENDED PRICE
1	1130001	Tier 4F emissions, John Deere 4045 turbocharged diesel engine, 8 cu. yard tilting hopper w/ 50 degree dump angle, right and left side brooms, sweeper powdercoated from powder coatings chart 2003/N with powder coated gray undercarriage and includes the standard features listed below	\$159,425	\$159,425
1	1130040	Alts-Freightliner M2 Chassis 33K GVWR	\$138,990	\$138,990
1	1125645	Alts-Freightliner M2 Chassis 33K GVWR 26K GVWR	\$7,583	\$7,583
Standard Features				
Description				
Parts Manual				
Operators Manual				
John Deere Operators Manual				
John Deere Parts				
Broom measurement ruler				
16' 8" Water fill hose				
Machine delivery packet				
Elgin safety manual				
Auto Shutdown, Aux. Engine: low oil pressure, high coolant temp, fuel temp,				
Backup Alarm, electric				
Brooms, hydraulic rotation				
Brooms, Dual				
Camera, rear mounted				
Console, w/rocker switches for all sweep functions				
Full gauge package including tachometer, engine hour meter, oil pressure indicator and coolant temperature. Engine speed control, side broom down pressure controls and automotive style blade fuses. Standard indicators for full load, screen down, and hydraulic oil level indicator lamps.				
Sweep resume/sweep transport/reverse pick-up				
Fuel Water Separator on Aux Engine				
Hopper rear door, hydraulically opened/closed and locked/unlocked w/ external manual				
Hose, hydrant fill, 16'8" (5080 mm) with coupling				
LED Clearance Lights				
Lights; rear clearance and rear identification				
Right hand 8" convex mirror				
Pick-Up head camera				
Pick-up head, hydraulically operated, 14" (355 mm) outside diameter pressure hose, 13"				
Water system; one (1) rocker switch with HI / LOW setting, Spray nozzles: three (3) in the suction,				
Side Broom Outer Position Stop				
Hydraulic Oil Cooler				
Vacuum enhancer, cable-controlled in cab, 5 settings				
Water tank, molded polyethylene, 250 gallons				
Water pre-filter, hydrant fill hose				
FUNCTIONAL CONTROL OF WATER SYSTEM dispenses water with the use of the sweeper				
function rocker switch. Water to pickup head on when water is turned on, water to side brooms on when brooms are deployed				
ANTI SIPHON 2-1/2" AIR GAP				
Bolt-on 2 ply rubber fan housing liner				
Optional Features				
	Part Number	Description	LIST PRICE	EXTENDED PRICE
1	702472	REGENX SERVICE MANUAL	\$120	\$120
1	1131223	IN-CAB RIGHT HAND GUTTER BROOM TILT - NO DISPLAY	\$910	\$910
1	1131222	IN-CAB LEFT HAND GUTTER BROOM TILT - NO DISPLAY	\$910	\$910
1	1132709	***DUAL SIDE BROOM SCRUBBING POSITION provides additional switch on console to allow the side brooms to sweep inboard in front of the pickup head in the scrubbing position.	\$1,520	\$1,520
1	1131286	BROOM HOURS	\$510	\$510
1	1130055	***IN-CAB HOPPER DUMP	\$1,570	\$1,570
1	1061886	HYDRAULIC OIL LEVEL GAUGE W/THERMOMETER (not in cab)	\$245	\$245
1	1133498	HYDRAULIC OIL TEMPERATURE SHUTDOWN W/INDICATOR	\$220	\$220
0	1130042	RIGHT HAND INSPECTION DOOR	\$600	\$0
1	1130061	STAINLESS STEEL RIGHT HAND INSPECTION DOOR	\$625	\$625
1	1130065	STAINLESS STEEL HOPPER SCREENS	\$5,705	\$5,705
1	1132891	STAINLESS STEEL HOPPER DOOR WITH HOPPER DELUGE	\$1,400	\$1,400
1	1130056	LIFELINER HOPPER SYSTEM W/WARRANTY	\$10,490	\$10,490
1	1130779	SLOW MOVING VEHICLE SIGN	\$210	\$210
1	1095548	LEFT HAND SIDE CAMERA	\$795	\$795
1	1120793	TURBO II PRECLEANER	\$670	\$670
1	1131236	AUXILIARY HYDRAULIC PUMP USE WITH IN-CAB HOPPER DUMP	\$1,505	\$1,505
1	1036150	HYDRANT WRENCH	\$155	\$155
1	1130043	LEFT HAND TOOLBOX	\$1,075	\$1,075
1	1130044	RIGHT HAND TOOLBOX	\$920	\$920

1	1032484	25' WATER FILL HOSE (ILO 16' 8")	\$280	\$280
1	1040094	QUICK DISCONNECT WATER FILL	\$695	\$695
1	1134935	CENTERBROOM	\$6,465	\$6,465
1	1132957	VARIABLE SPEED (HIGH/LOW) - DUAL SIDEBROOMS	\$1,130	\$1,130
0	1134452	VARIABLE SPEED -(HIGH/LOW) DUAL SIDEBROOMS FOR USE WITH AUX PUMP	\$1,110	\$0
1	1133671	HYDRAULIC WANDERING HOSE	\$6,300	\$6,300
1	1133674	WANDERING HOSE 4 FOOT EXTENSION	\$875	\$875
1	1133675	WANDERING HOSE 4 FOOT EXTENSION QTY 2	\$1,235	\$1,235
1	1133700	HIGH PRESSURE WASHDOWN	\$5,485	\$5,485
	1135467	Extra 100 Gallons of Water	\$2,196	\$2,196
1	1134112	IDLE DOWN NO WATER	\$530	\$530
0				
0	Part Number	Lighting Options	LIST PRICE	EXTENDED PRICE
1	1130049	LED BEACON FRONT AND REAR AND LED ARROWSTICK	\$3,305	\$3,305
1	1133170	2 REAR LED BEACON & FRONT BEACON	\$1,845	\$1,845
1	1070639	LED/STOP/TURN/TAIL LIGHTS	\$840	\$840
1	1130046	LED SIDE BROOM LIGHTS	\$770	\$770
1	1132252	SB & RR FLOOD LIGHTS	\$1,035	\$1,035
0				
0	Part Number	Chassis Options (*Some optional features are standard on other Elgin offerings)	LIST PRICE	EXTENDED PRICE
1	1080756	LEFT HAND FENDER MOUNTED MIRROR	\$900	\$900
1	1109607	12" CONVEX MIRRORS	\$430	\$430
1	1081747	(2) BOSTROM AIR 905 CLOTH HI-BACK*	\$2,870	\$2,870
1	1081912	DUAL ARM REST - CLOTH (ONLY W/AIR RIDE SEATS)	\$925	\$925
1	1130047	FRONT SPRAY BAR	\$945	\$945
1	1118357	5 LB. FIRE EXTINGUISHER	\$325	\$325
1	1123271	BATTERY DISCONNECT SWITCH (Chassis)	\$1,995	\$1,995
1	1133133	CHASSIS and BODY AUTO LUBE	\$9,800	\$9,800
0				
0	Part Number	WARRANTY	LIST PRICE	EXTENDED PRICE
1	EW-AIR-NA-5PL	REGENX 5 YEAR PARTS/LABOR	\$10,660	\$10,660
0				
0	Part Number	FREIGHT RATES - EFFECTIVITY DATE: 01/01/2022	LIST PRICE	EXTENDED PRICE
1	FRT-104-010	FREIGHT-FL,LA,TX,NM,CO,WY,MT	\$6,450	\$6,450
		SUBTOTAL		\$403,839
0		SOURCEWELL-DISCOUNT	\$7,752	-\$7,752
		TOTAL		\$396,087



Florida Sheriffs Contract Quote



GOVERNMENT AGENCY INFORMATION

Invoice to:	City of Zephyrhills	Ship to:	City of Zephyrhills
Address:		Address:	
City, State, Zip:		City, State, Zip:	
Contact Name:	Randy Murphy	Contact Name:	Randy Murphy
Phone:	813-780-0022 x3591 - 813-395-1666	Phone:	813-780-0022 x3591 - 813-395-1666

Make PO To:	VENDOR EFE Inc - DBA Everglades Equipment Group 906 US Hwy 301 N Palmetto, FL 34221 mgulick@efe1963.com or Fax - 941-721-9073	DELIVERING DEALER EFE Inc - DBA Everglades Equipment Group 906 US Hwy 301 N Palmetto, FL 34221 Contact : Mark Gulick - 813-478-2145
Send PO To:		

Florida Sheriffs Contract
Contract # FSA23-EQU21.0
Effective Date: Oct 1, 2023 - Sept. 30, 2025

Good for 30 Days Date 9/30/2025

****Discounts off MSRP prices on non-spec options per contract**

Order Codes	Description	Up-Downgrade/Option		Contract Price per Unit	Total Contract Price
Item# 424	John Deere 5105M Open Station Per Build Specs	BASE SPEC		\$ 64,770.00	\$ 64,770.00
	4WD, 16x16 PR Trans, Less Mid SCV, 2 Rear SCV's			\$ -	\$ -
Optional Model/Disc	5075M Open Station in lieu Of 5105M Open Station	10%		\$ (12,316.00)	\$ (11,084.00)
	4WD, 16x16 PR Trans, Less Mid SCV, 2 Rear SCV's			\$ -	\$ -
	John Deere Current MSRP - Nov 25, 2024			\$ -	\$ -
	5105M Open Station Current MSRP - \$82551.00			\$ -	\$ -
	5075M Open Station Current MSRP - \$70235.00			\$ -	\$ -
	Current Model MSRP Price Pages Aattached - \$12316.00	-12316		\$ -	\$ -
Discount	Canopy	10%	1	\$ 750.20	\$ 675.00
Discount	Canopy Mtg Kit	10%	1	\$ 108.16	\$ 97.00
Joystick	Required for Loader	Option	1	\$ -	\$ 1,450.00
3rd Mid SCV	Required for Root Grapple	Option	1	\$ -	\$ 950.00
				\$ -	\$ -
				\$ -	\$ -
540M	Loader w/HD 73" STD Deere Coupler/Bucket	Option	1	\$ -	\$ 10,500.00
	Requires Joystick/2 Mid SCV's			\$ -	\$ -
	Tractor Loaders - Grapple Hyd Kits			\$ -	\$ -
Discount	540M Standard loader, non-self-leveling-Three-function	10%	1	\$ 491.00	\$ 442.00
Discount	Three-function hoses and parts	10%	1	\$ 281.00	\$ 253.00
Discount	Three-function mid-mount Quick Coupler Connection	10%	1	\$ 726.00	\$ 653.00
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -

Disclaimer - Prior to Submitting a PO to Vendor, agency should reference the FI Sheriffs Contract to confirm all quotes & pricing - Per any unforeseen pricing errors, quote must match FSA Contract pricing as contract will supercede all quotes for pricing - Any additional discounts off FSA contract pricing or any non-contract equipment pricing will be good for 60 days from date of quote - contact vendor for updated pricing

Non-Contract:				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
Trade-In:				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				Equipment Price	\$ 68,706.00
				Non-Contract Equipment (if applicable)	\$ -
				Total Purchase Price	\$ 68,706.00
				Quantity Purchased	1
				Subtotal	\$ 68,706.00
				Less Trade in (If Applicable)	\$ -
Municipal Lease? Yes ___ No ___ Contract # _____				Plus Tax: ___ % (if applicable)	
Retail Note? Yes ___ No ___ Contract # _____					
EFE Inc - John Deere Authorized Vendor & Delivering Dealer - FSA Contract - # FSA23-EQU21.0					
If tax exempt please submit tax exemption certificate with purchase order.				Total Contract Price	\$ 68,706.00
Please submit this form along with the purchase order.					

ALAN JAY

FLEET SALES

Contract Number: 2026 091521-NAF & 032824-NAF

Quote ID: 63769

Agency: ZEPHYRHILLS, CITY OF

Date: 9/30/2025

Thank you from the Alan Jay Fleet Team for the opportunity to provide this quotation for (1) 2026 CHEVY SILVERADO 2500HD CREW CAB PICKUP 4WD WT 8' BED, please review carefully and contact us with any errors or changes.

MSRP: \$55,270.00

Base Price: \$48,878.00

Factory Options: \$570.00

Aftermarket Options: \$1,405.00

Purchase Total: \$50,853.00

Per attached vehicle specifications.

This quotation is valid as long as the manufacturer is accepting orders for the model year specified. Purchase orders received after factory order cutoff may not be honorable. The vehicle(s) offered on this quotation will be ordered in the color(s) listed. Please contact your Alan Jay sales representative with any questions you have on this quote.

Quoted By: CHRISTY SELF / 904-838-4999 / Christy.Self@AlanJay.com



Awarded Contract

Call Us first, for all of your Fleet Automotive, & Light Truck needs.

Quote

PHONE (800) ALANJAY (252-6529)		DIRECT 863-385-9610	WWW.ALANJAY.COM	63769-2
Corporate Office	2003 U.S. 27 South Sebring, FL 33870	MOBILE 904-838-4999	Mailing Address	P.O. BOX 9200 Sebring, FL 33871-9200
		FAX 863-402-4221		

ORIGINAL QUOTE DATE
6/4/2025

QUICK QUOTE SHEET

REVISED QUOTE DATE
9/30/2025

REQUESTING AGENCY	ZEPHYRHILLS, CITY OF			
CONTACT PERSON	RANDY MURPHY	EMAIL	rmurphy@CI.ZEPHYRHILLS.FL.US	
PHONE	813-862-6178	MOBILE	813-714-8268	FAX

SOURCEWELL CONTRACT # 2026 091521-NAF & 032824-NAF

www.NationalAutoFleetGroup.com

MODEL	CK20943 1WT	MSRP	\$55,270.00
2026 CHEVY SILVERADO 2500HD CREW CAB PICKUP 4WD WT 8' BED			

CUSTOMER ID

CONTRACT PRICE \$48,878.00

BED LENGTH	8' Bed
------------	--------

** All vehicles will be ordered white w/ darkest interior unless clearly stated otherwise on purchase order.

FACTORY OPTIONS	DESCRIPTION	
GAZ	Summit White	\$0.00
H2G	Jet Black, Vinyl seat trim	\$0.00
L8T	Engine, 6.6L V8	\$0.00
MKM	Transmission, Allison 10-Speed automatic	\$0.00
1WT	OPTIONS Work Truck Preferred Equipment Group	\$0.00
AZ3	Seats, front 40/20/40 split-bench	\$0.00
E63	Durabed, pickup bed	\$0.00
FE9	Emissions, Federal requirements	\$0.00
GT4	Rear axle, 3.73 ratio	\$0.00
IOR	Audio system, Chevrolet Infotainment 3 system	\$0.00
JGF	GVWR, 10,650 lbs. (4831 kg)	\$0.00
PYN	Wheels, 17" (43.2 cm) painted steel, Silver	\$0.00
QHQ	Tires, LT245/75R17E all-season, blackwall	\$0.00
VQO	LPO, Black work step	\$570.00
ZHQ	Tire, spare LT245/75R17E all-season, blackwall	\$0.00
TT	FACTORY TRAILER TOW HITCH STANDARD.	\$0.00

CONTRACT OPTIONS	DESCRIPTION	FACTORY OPTIONS	\$570.00
NEW-TAG-CITY	New CITY tag Includes temp tag & two way overnight shipping for signature.		\$245.00
DTF 4 TRK	Deep tint film installed on four doors and back glass for extended/crew cab pickups.		\$245.00
FS MP3-4-AA	(4) Federal Signal Micro Pulse Ultra LED's with (2) mounted in grille and (2) mounted to rear of vehicle (AMBER).		\$860.00
AJ DB2	Draw bar with 2" Ball, pin, and clip.		\$55.00
CONTRACT OPTIONS			\$1,405.00

TRADE IN

TOTAL COST

\$50,853.00

YES WE TAKE TRADE INS ~~~ ASK ABOUT MUNICIPAL FINANCING ~~~

TOTAL COST LESS TRADE IN(S)

QTY

1

\$50,853.00

Estimated Annual payments for 60 months paid in advance: \$11,692.16

Municipal finance for any essential use vehicle, requires lender approval, WAC.

Comments

QUOTE SUBJECT TO FACTORY ORDER ACCEPTANCE or 30 DAYS

VEHICLE QUOTED BY

CHRISTY SELF

GOVERNMENT ACCOUNT MANAGER Christy.Self@AlanJay.com

"I Want to be Your Fleet Provider"

I appreciate the opportunity to submit this quotation. Please review it carefully. If there are any errors or changes, please feel free to contact me at any time.

I am always happy to be of assistance.



ALAN JAY FLEET

CHRISTY SELF | 863-385-9610 | CHRISTY.SELF@ALANJAY.COM

Vehicle: [Fleet] 2026 Chevrolet Silverado 2500HD (CK20943) 4WD Crew Cab 172" Work Truck (Complete)



Note:Photo may not represent exact vehicle or selected equipment.

Window Sticker

SUMMARY

[Fleet] 2026 Chevrolet Silverado 2500HD (CK20943) 4WD Crew Cab 172" Work Truck MSRP:\$52,100.00

Interior:Jet Black, Vinyl seat trim
Exterior 1:Summit White
Exterior 2:No color has been selected.
Engine, 6.6L V8
Transmission, 10-Speed automatic

OPTIONS

CODE	MODEL	MSRP
CK20943	[Fleet] 2026 Chevrolet Silverado 2500HD (CK20943) 4WD Crew Cab 172" Work Truck	\$52,100.00
OPTIONS		
1WT	Work Truck Preferred Equipment Group	\$0.00
AZ3	Seats, front 40/20/40 split-bench	\$0.00
E63	Durabed, pickup bed	\$0.00
FE9	Emissions, Federal requirements	\$0.00
GAZ	Summit White	\$0.00

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Data Version: 26603. Data Updated: Sep 29, 2025 6:46:00 PM PDT.



ALAN JAY FLEET

CHRISTY SELF | 863-385-9610 | CHRISTY.SELF@ALANJAY.COM

Vehicle: [Fleet] 2026 Chevrolet Silverado 2500HD (CK20943) 4WD Crew Cab 172" Work Truck (Complete)

GT4	Rear axle, 3.73 ratio	\$0.00
H2G	Jet Black, Vinyl seat trim	\$0.00
IOR	Audio system, Chevrolet Infotainment 3 system	\$0.00
JGF	GVWR, 10,650 lbs. (4831 kg)	\$0.00
L8T	Engine, 6.6L V8	\$0.00
MKM	Transmission, 10-Speed automatic	\$0.00
PYN	Wheels, 17" (43.2 cm) painted steel, Silver	\$0.00
QHQ	Tires, LT245/75R17E all-season, blackwall	\$0.00
VQO	LPO, Black work step	\$575.00
ZHQ	Tire, spare LT245/75R17E all-season, blackwall	\$0.00
SUBTOTAL		\$52,675.00
Adjustments Total		\$0.00
Destination Charge		\$2,595.00
TOTAL PRICE		\$55,270.00

FUEL ECONOMY	
Est City:	N/A
Est Highway:	N/A
Est Highway Cruising Range:	N/A

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ALAN JAY FLEET

CHRISTY SELF | 863-385-9610 | CHRISTY.SELF@ALANJAY.COM

Vehicle: [Fleet] 2026 Chevrolet Silverado 2500HD (CK20943) 4WD Crew Cab 172" Work Truck (Complete)

Standard Equipment

Package	Trailer Package includes trailer hitch, 7-pin connector and (CTT) Hitch Guidance (Deleted when (ZW9) pickup bed delete is ordered.)
Mechanical	Engine, 6.6L V8 with Direct Injection and Variable Valve Timing, gasoline, (401 hp [299 kW] @ 5200 rpm, 464 lb -ft of torque [629 N-m] @ 4000 rpm) (STD)
	Transmission, 10-Speed automatic (STD) (Standard with (L8T) 6.6L V8 gas engine.)
	Rear axle, 3.73 ratio (Requires (L8T) 6.6L V8 gas engine. Not available with (L5P) Duramax 6.6L Turbo-Diesel V8 engine.)
	Durabed, pickup bed (STD)
	GVWR, 10,650 lbs. (4831 kg) (STD) (Included and only available with CK20903 model and (L8T) 6.6L V8 gas engine with 18" or 20" wheels or CK20943 and (L8T) 6.6L V8 gas engine with 17" wheels.)
	Push Button Start
	Air filter, heavy-duty
	Air filtration monitoring
	Transfer case, two-speed electronic shift with push button controls (Requires 4WD models.)
	Auto-locking rear differential
	Four wheel drive
	Cooling, external engine oil cooler
	Cooling, auxiliary external transmission oil cooler
	Battery, heavy-duty 720 cold-cranking amps/80 Amp-hr maintenance-free with rundown protection and retained accessory power (Included and only available with (L8T) 6.6L V8 gas engine.)
	Alternator, 170 amps (Requires (L8T) 6.6L V8 gas engine.)
	Trailer brake controller, integrated
	Frame, fully-boxed, hydroformed front section and a fully-boxed stamped rear section
	Recovery hooks, front, frame-mounted, Black
	Suspension Package
	Steering, Recirculating Ball with smart flow power steering system
	Brakes, 4-wheel antilock, 4-wheel disc with DURALIFE rotors
	Brake lining wear indicator
	Capless Fuel Fill (Requires (L8T) 6.6L V8 gas engine. Not available with (ZW9) pickup bed delete.)
	Exhaust, single, side

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ALAN JAY FLEET

CHRISTY SELF | 863-385-9610 | CHRISTY.SELF@ALANJAY.COM

Vehicle: [Fleet] 2026 Chevrolet Silverado 2500HD (CK20943) 4WD Crew Cab 172" Work Truck (Complete)

Exterior

- Wheels, 17" (43.2 cm) painted steel, Silver (STD) (Not currently available to order.)
- Tires, LT245/75R17E all-season, blackwall (STD)
- Tire, spare LT245/75R17E all-season, blackwall (STD) (Included and only available with (QH) LT245/75R17E all-season, blackwall tires with (E63) Durabed, pickup bed. Available to order when (ZW9) pickup bed delete and (QH) LT245/75R17E all-season, blackwall tires are ordered.)
- Tire carrier lock keyed cylinder lock that utilizes same key as ignition and door (Deleted with (ZW9) pickup bed delete.)
- Bumpers, front, Black
- Bumpers, rear, Black
- CornerStep, rear bumper
- BedStep, Black integrated on forward portion of bed on driver and passenger side (Deleted when (ZW9) pickup bed delete is ordered.)
- Moldings, beltline, Black
- Cargo tie downs (12), fixed rated at 500 lbs per corner (Deleted with (ZW9) pickup bed delete.)
- Headlamps, halogen reflector with halogen Daytime Running Lamps
- IntelliBeam, automatic high beam on/off
- Taillamps with incandescent tail, stop and reverse lights
- Lamps, cargo area, cab mounted integrated with center high mount stop lamp, with switch in bank on left side of steering wheel
- Mirrors, outside high-visibility vertical trailering lower convex mirrors, manual-folding/extending (extends 3.31" [84.25mm]), molded in Black (Not included on Regular Cab models.)
- Mirror caps, Black
- Glass, solar absorbing, tinted
- Tailgate, standard (Deleted with (ZW9) pickup bed delete.)
- Tailgate and bed rail protection cap, top
- Tailgate, locking, utilizes same key as ignition and door (Upgraded to (QT5) EZ Lift power lock and release tailgate when (PCV) WT Convenience Package or (ZLQ) WT Fleet Convenience Package is ordered. Not available with (ZW9) pickup bed delete.)
- Tailgate, gate function manual, no EZ Lift (Deleted with (ZW9) pickup bed delete.)
- Door handles, Black grained

Entertainment

Audio system, Chevrolet Infotainment 3 system 7" diagonal HD color touchscreen, AM/FM stereo, Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, Wireless Apple CarPlay and Wireless Android Auto compatibility (STD)

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Vehicle: [Fleet] 2026 Chevrolet Silverado 2500HD (CK20943) 4WD Crew Cab 172" Work Truck (Complete)

Entertainment

- Audio system feature, 6-speaker system (Requires Crew Cab or Double Cab model.)
- Wireless phone projection for Apple CarPlay and Android Auto
- Bluetooth for phone connectivity to vehicle infotainment system
- Wi-Fi Hotspot capable (Terms and limitations apply. See onstar.com or dealer for details.)

Interior

- Seats, front 40/20/40 split-bench with covered armrest storage and under-seat storage (lockable) (STD)
- Vinyl seat trim
- Seat adjuster, driver 4-way manual
- Seat adjuster, passenger 4-way manual
- Seat, rear 60/40 folding bench (folds up), 3-passenger (includes child seat top tether anchor) (Requires Crew Cab or Double Cab model.)
- Floor covering, rubberized-vinyl (Not available with LPO floor liners.)
- Steering wheel, urethane
- Steering column, Tilt-Wheel, manual with wheel locking security feature
- Instrument cluster 6-gauge cluster featuring speedometer, fuel level, engine temperature, tachometer, voltage and oil pressure
- Driver Information Center, 3.5" diagonal monochromatic display
- Exterior Temperature Display located in radio display
- Compass located in instrument cluster
- Rear Seat Reminder (Requires Crew Cab or Double Cab model.)
- Window, power front, drivers express up/down
- Window, power front, passenger express down
- Windows, power rear, express down (Not available with Regular Cab models.)
- Door locks, power
- Remote Keyless Entry with 2 transmitters
- Cruise control, electronic with set and resume speed, steering wheel-mounted
- USB Ports, 2, Charge/Data ports located on instrument panel
- Power outlet, front auxiliary, 12-volt
- Air conditioning, single-zone
- Air vents, rear, heating/cooling (Not available on Regular Cab models.)
- Mirror, inside rearview, manual tilt

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Vehicle: [Fleet] 2026 Chevrolet Silverado 2500HD (CK20943) 4WD Crew Cab 172" Work Truck (Complete)

Interior

Assist handles front A-pillar mounted for driver and passenger, rear B-pillar mounted
Chevrolet Connected Access capable (Subject to terms. See onstar.com or dealer for details.)

Safety-Mechanical

Automatic Emergency Braking
Front Pedestrian Braking
StabiliTrak stability control system with Proactive Roll Avoidance and traction control, includes electronic trailer sway control and hill start assist

Safety-Exterior

Daytime Running Lamps with automatic exterior lamp control

Safety-Interior

Airbags, Dual-stage frontal airbags for driver and front outboard passenger; Seat-mounted side-impact airbags for driver and front outboard passenger; Head-curtain airbags for front and rear outboard seating positions; Includes front outboard Passenger Sensing System for frontal outboard passenger airbag (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
OnStar Services capable (See onstar.com for details and limitations. Services vary by model. Service plan required.)
HD Rear Vision Camera (Deleted when (ZW9) pickup bed delete is ordered.)
Hitch Guidance dynamic single line to aid in trailer alignment for hitching (Deleted with (ZW9) pickup bed delete.)
Lane Departure Warning
Following Distance Indicator
Forward Collision Alert
Seat Belt Adjustable Guide Loops, front row only (Included and only available on Crew Cab and Double Cab models.)
Buckle to Drive prevents vehicle from being shifted out of Park until driver seat belt is fastened; times out after 20 seconds and encourages seat belt use, can be turned on and off in Settings menu
Rear Seat Belt Indicator (Requires Crew Cab or Double Cab model.)
Teen Driver a configurable feature that lets you activate customizable vehicle settings associated with a key fob, to help encourage safe driving behavior. It can limit certain available vehicle features, and it prevents certain safety systems from being turned off. An in-vehicle report card gives you information on driving habits and helps you to continue to coach your new driver
Tire Pressure Monitoring System

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Vehicle: [Fleet] 2026 Chevrolet Silverado 2500HD (CK20943) 4WD Crew Cab 172" Work Truck (Complete)

Safety-Interior

OnStar Basics (OnStar Fleet Basics for Fleet) Drive confidently with core OnStar services including remote commands, built-in voice assistance, real-time traffic and navigation, and Automatic Crash Response to help if you're in need. (Requires (UE1) OnStar. OnStar Basics includes remote commands, Navigation, Voice Assistance, and Automatic Crash Response, for eligible vehicles with compatible software. OnStar Basics is standard for 8 years; OnStar plan, working electrical system, cell reception and GPS signal required. OnStar links to emergency services. Service coverage varies with conditions and location. Service availability, features and functionality vary by device and software version. See onstar.com for details and limitations.)

Processing-Other

Trailer Information Label provides max trailer ratings for tongue weight, conventional, gooseneck and 5th wheel trailering (Not available with (ZW9) pickup bed delete.)

WARRANTY

Warranty Note: <<< Preliminary 2026 Warranty >>>
Basic Years: 3
Basic Miles/km: 36,000
Drivetrain Years: 5
Drivetrain Miles/km: 60,000
Drivetrain Note: 3.0L & 6.0L Duramax® Turbo-Diesel engines, and certain commercial, government, and qualified fleet vehicles: 5 years/100,000 miles
Corrosion Years (Rust-Through): 6
Corrosion Years: 3
Corrosion Miles/km (Rust-Through): 100,000
Corrosion Miles/km: 36,000
Roadside Assistance Years: 5
Roadside Assistance Miles/km: 60,000
Roadside Assistance Note: 3.0L & 6.0L Duramax® Turbo-Diesel engines, and certain commercial, government, and qualified fleet vehicles: 5 years/100,000 miles
Maintenance Note: First Visit: 12 Months/12,000 Miles

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CONSENT ITEMS 1.4

Approval of Agreement **41-25-33** for Park signs - Kenko Signs and Awning, LLC.

Issue:

The City Council approve the contract with Kenko Signs and Awning LLC. for the production of city park and entrance signage.

Background:

The Solicitation 2025-012 City Parks Signage deadline for submittal was September 19, 2025. Two firms responded: Flores Construction and Kenko Sign and Awning. Staff asked Kimley Horn and Associates to review the submittals and their recommendation was Kenko Sign and Awning. Recommendation provided in your back-up. The proposal is to manufacture and install entrance signs at the following city locations: Ellis Harrold, Depot Park, Veteran's, Shepard, Krusen, Transplant, 5th Ave, and Gunner Paw. The total bid from Kenko was \$495,000, including a 10% contingency. The CRA will fund signage within the CRA District at a cost of \$150,000, included in the CRA FY 2025/2026 approved budget, with the remaining \$345,000 funded from Parks.

Attachment(s):

1. Agreement No. 41-25-33 Zephyrhills City Parks Signs(38406422.1)
2. Exhibit A 2025-012 - Zephyrhills City Parks Signage - Solicitation(38405917.1)
3. Exhibit B - Kenko Document Submission - 2025-012(38405918.1)
4. City Parks Signage Elevations

Fiscal Impact:

Funds for the Parks Signage Project are provided within the FY 2025/2026 approved budget.

Staff Recommendation:

Staff recommends approval.

CITY OF ZEPHYRHILLS AGREEMENT 41-25-33
CITY PARKS SIGNAGE CONSTRUCTION AGREEMENT

THIS CONSTRUCTION AGREEMENT (“Agreement”) is made and entered into this 27th day of October, 2025 by and between the **CITY OF ZEPHYRHILLS**, a Florida municipal corporation, having its principal office at 5335 8th Street, Zephyrhills, FL 33542 (“City”) and **KENCO SIGN AND AWNING LLC**, a limited liability company organized and authorized to do business in the State of Florida, having its principal office at 1539 Garden Ave., Holly Hill, FL 32117 (“Contractor”). The City and Contractor shall collectively be referred to as the “Parties”, and each may individually be referred to as a “Party”.

ARTICLE 1 – RECITALS

1.1 The recitals are true and correct and are hereby incorporated into and made a part of this Agreement.

ARTICLE 2 – CONTRACT DOCUMENTS

2.1 The following documents, collectively referred to as the “Contract Documents”, are incorporated into and made part of this Agreement:

2.1.1 Bid Documents for Zephyrhills City Parks Signage – Project ID 2025-12
“**Exhibit A**”.

2.1.2 Contractor’s response to bid for Zephyrhills City Parks Signage – Project ID 2025-12 “**Exhibit B**”.

ARTICLE 3 – TERM OF AGREEMENT

3.1 The scope and compensation for the services that the Contractor will provide under this agreement shall be as follows:

3.1.1 Contractor shall furnish all materials described in Article 2, at the contract amount not to exceed **Four Hundred Ninety-Five Thousand Dollars and 68/100s (\$495,000.68)** which actual bid amount is shown in Contractor’s bid, subject to additions and deductions as provided in the Agreement and the Contract Documents.

3.1.2 The Contractor shall commence the work to be performed under this Agreement on a date to be specified in a written order of the City and shall fully complete all work hereunder within the time which shall be set by the parties via written task order after the first pre-construction meeting.

3.3 When, in the opinion of the City, reasonable grounds for uncertainty exist with respect to the Contractor’s ability to perform Services or any portion thereof, the City may request that the Contractor, within a reasonable time frame set forth in the City’s request, provide adequate assurances to the City in writing, of Contractor’s ability to perform in accordance with terms of this Agreement. In the event that the Contractor fails to provide the City the requested assurances

within the prescribed time frame, the City may treat such failure as a repudiation or breach of the Agreement, and resort to any remedy for breach provided for in this Agreement or at law.

ARTICLE 4 – COMPENSATION

4.1. The sums due to the Contractor according to Article II, shall be due and payable in full, in accordance with the terms of the Invitation to Bid. Neither final payment nor amounts retained, if any, shall become due until the Contractor submits to the City: (1) an affidavit that payrolls, bills for materials and equipment, and other indebtedness connected with the work for which the City might be responsible or its property encumbered (less amounts withheld by the City) have been paid or otherwise satisfied; (2) a certificate evidencing that insurance required by the Contract Documents is currently in effect, shall remain in force after final payment, and shall not be canceled or allowed to expire until at least thirty (30) days prior written notice has been given to the City; (3) a written statement that the Contractor knows of no potential reason that the insurance will not be renewable to cover the period required by the Contract Documents; (4) consent of surety, if any, to final payment; and (5) any other data establishing payment or satisfaction of obligations, such as receipts, releases and waivers of liens, claims, security interests or encumbrances arising out of the Contract Documents, to the extent and in such form as may be designated by the City.

4.2. For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold ten percent (10%), as retainage, from the payment otherwise due.

4.3. When the work has been completed and this Agreement fully performed, the Contractor shall submit a final application for payment to the City for approval. The City shall make final payment to the Contractor within forty-five (45) days after the Contractor approves of such final application for payment.

4.4. The parties understand and agree that the City shall bear no obligation under this Agreement, or otherwise, to pay, or to be responsible in any way, for payment to a subcontractor performing portions of the work for the Contractor. If, however, the City receives a Notice to Owner claiming that the Contractor has not properly paid any party that has contracted with the Contractor for any work associated in any way with this project, then the City may, at its sole discretion and after providing notice to the Contractor, pay such party and then deduct the sums paid from any amounts remaining to be paid to the Contractor.

4.5. Neither payment nor partial or entire use or occupancy of the project by the City shall constitute an acceptance of work not in accordance with the Contract Documents or otherwise improperly performed.

4.6. The Contractor warrants that title to all construction covered by an application for payment will pass to the City no later than the time of payment. The Contractor further warrants that upon submittal of an application for payment, all construction for which payments have been received from the City shall be free and clear of liens, claims, security interests or encumbrances in favor of the Contractor or any other person or entity performing construction at the site or furnishing materials or equipment relating to the construction.

4.7. The parties understand and agree that the making of final payment by the City shall, in no way, constitute a waiver of claims by the City.

4.8. Acceptance of final payment shall constitute a waiver of all past, present, or future claims by the Contractor.

ARTICLE 5 – SCOPE OF SERVICES

5.1 Contractor shall provide all labor, supervision, materials, equipment, tools, services, monitoring and expertise necessary for the completion of Services, in accordance with the specifications, terms and conditions contained in the Contract Documents. Contractor shall perform the Services in accordance with that degree of care and skill ordinarily exercised by reputable members of its profession.

5.2 This contract has been enhanced to include other City services as required, i.e., storm water or other related public works projects as awarded by the City Council.

5.3 Contractor represents and warrants to the City that: (i) Contractor possesses all qualifications, licenses and expertise required for the provision of Services, with personnel fully licensed by the State of Florida; (ii) Contractor is not delinquent in the payment of any sums due the City, including payment of permit fees, local business taxes, or in the performance of any obligations to the City; (iii) All personnel assigned to perform work shall be, at all times during the term hereof, fully qualified and trained to perform the tasks assigned to each; (iv) the Services will be performed in the manner and at such times and locations as described by the City for the budgeted amount; and (v) The person executing this Agreement on behalf of the Contractor is duly authorized to execute same and fully bind Contractor as a party to this Agreement.

5.4 Contractor agrees and understands that: (i) any and all subcontractors used by Contractor shall be paid by Contractor and not paid directly by the City; and (ii) any and all liabilities regarding payment to, or use of subcontractors for any of the work related to this Agreement, shall be borne solely by Contractor.

5.5 Contractor warrants that any and all work, materials, services or equipment that may reasonably be inferred from the Contract Documents as being required to produce the intended result, will be supplied by the Contractor at its own cost, whether or not specifically called for.

5.6 The Services shall be completed by the Contractor to the satisfaction of the City. The City shall make decisions on all claims regarding interpretation of the Agreement and on all other matters relating to the execution, progress and quality of the Services.

5.7 All work, all materials, whether incorporated in the work or not, all processes of manufacture, and all methods of construction shall be at all times and places subject to the inspection of the City and/or the Architect/Engineer who shall be the final judge of the quality and suitability of the work, materials, processes of manufacture, and methods of construction for the purposes for which they are used. Should the work fail to meet approval of the City and/or Architect/Engineer they shall be forthwith reconstructed, made good replaced and/or corrected, as the case may be by the Contractor at his own expense. Rejected materials shall immediately be removed from the site. If, in the opinion of the City and/or Architect/Engineer, it is undesirable to

replace any defective or damaged materials or to reconstruct or correct any portion of the work injured or not performed in accordance with the Contract Documents, the compensation to be paid to the Contractor hereunder shall be reduced by such amount as in the judgment of the City and/or Architect/Engineer shall be equitable.

5.8 Should the Contractor encounter sub-surface and/or latent conditions at the site materially differing from those shown on the Plans or indicated in the Specifications, the Contractor shall immediately give notice to the City and/or Architect/Engineer of such conditions before they are disturbed. The City and/or Architect/Engineer will thereupon promptly investigate the conditions, and if they find that the conditions materially differ from those shown on the Plans or indicated in the specifications they will at once make such changes in the Plans and/or Specification, as the Contractor may find necessary, any increase or decrease of cost resulting from such changes to be adjusted in the manner provided in this Agreement.

ARTICLE 6 – CITY’S TERMINATION RIGHTS

6.1 The City shall have the right to terminate this Agreement, in its sole discretion at any time, with or without cause, upon thirty (30) days written notice to Contractor. In such event, the City shall pay Contractor compensation for Services rendered prior to the effective date of termination. The City shall not be liable to Contractor for any additional compensation, or for any consequential or incidental damages.

ARTICLE 7 – INDEPENDENT CONTRACTOR

7.1 Contractor has been procured and is being engaged by the City as an independent contractor, and not as an agent or employee of the City. Accordingly, Contractor shall not attain, not be entitled to, any rights or benefits under the Ordinances of the City, nor any rights generally afforded classified or unclassified employees of the City.

Contractor further understands that Florida workers’ compensation benefits available to employees of the City, are not available to Contractor. Therefore, Contractor agrees to provide workers’ compensation insurance for any employee or agent of Contractor rendering services to the City under this Agreement.

ARTICLE 8 – CONFLICTS OF INTEREST

8.1 The Contractor represents and warrants to the City that it has not employed or retained any person or company employed by the City to solicit or secure this Agreement and that it has not offered to pay, paid, or agreed to pay any person any fee, commission, percentage, brokerage fee, or gift of any kind contingent upon or in connection with, the award of this Agreement.

8.2 Contractor covenants that no person under its employ who presently exercises any functions or responsibilities on behalf of the City in connection with this Agreement has any personal financial interest, directly or indirectly with Contractor. Contractor further covenants that, in the performance of this Agreement, no person having such conflicting interest shall be employed.

ARTICLE 9 – DEFAULT

9.1 If Contractor fails to comply with any term or condition of this Agreement, or fails to perform any of its obligation hereunder, then Contractor shall be in default. The City shall have the right to terminate this Agreement, in the event Contractor fails to cure a default within ten (10) business days after receiving Notice of Default. Contractor understands and agrees that termination of this Agreement under this section shall not release Contractor from any obligations accruing prior to the effective date of termination.

ARTICLE 10 – NOTICES

10.1 All notices, demands, correspondence and communication between the City and Contractor shall be deemed sufficiently given under the terms of this Agreement when delivered by personal service, faxed, or dispatched by mail or certified mail, addressed as follows:

To CONTRACTOR:

KENCO SIGN AND AWNING LLC
1539 Garden Avenue
Holly Hill, FL 32117
ledpartnersfl@gmail.com

To CITY:

City of Zephyrhills
ATTN: City Manager
5335 8th Street
Zephyrhills, Florida 33542
wpoe@ci.zephyrhills.fl.us

With copy to:

Matthew E. Maggard, Esq.
Shumaker, Loop & Kendrick, LLP
13134 US Highway 301
Dade City, Florida 33525
mmaggard@shumaker.com

10.2 Either Party may at any time designate a different address and/or contact person by giving notice as provided above to the other Party. Such notices shall be deemed given upon receipt by the addressee.

10.3 In the event there is a change of address and the moving Party fails to provide notice to the other Party, then notice sent as provided in this Article shall constitute adequate notice.

ARTICLE 11 – PUBLIC RECORDS

11.1 IF THE CONSULTANT/CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 813-780-0000, EXT. 3543 OR CITYCLERK@CI.ZEPHYRHILLS.FL.US OR CITY CLERK, CITY OF ZEPHYRHILLS, 5335 EIGHTH STREET, ZEPHYRHILLS, FLORIDA 33542.

ARTICLE 12 – INDEMNIFICATION

12.1 Contractor shall defend, indemnify and hold harmless the City of Zephyrhills and all of the City of Zephyrhills's officers, agents, and employees from and against all claims, liability, loss and expense, including reasonable costs, collection expenses, attorneys' fees, and court costs which may arise because of the negligence (whether active or passive), misconduct, or other fault, in whole or in part (whether joint, concurrent, or contributing), of Contractor, its officers, agents or employees in performance or non-performance of its obligations under the Agreement. Contractor recognizes the broad nature of this indemnification and hold harmless clause, as well as the provision of a legal defense to the City of Zephyrhills when necessary, and voluntarily makes this covenant and expressly acknowledges the receipt of such good and valuable consideration provided by the City of Zephyrhills in support of these indemnification, legal defense and hold harmless contractual obligations in accordance with the laws of the State of Florida. This clause shall survive the termination of this Agreement. Compliance with any insurance requirements required elsewhere within this Agreement shall not relieve Contractor of its liability and obligation to defend, hold harmless and indemnify the City of Zephyrhills as set forth in this article of the Agreement.

Nothing herein shall be construed to extend the City of Zephyrhills's liability beyond that provided in section 768.28, Florida Statutes.

ARTICLE 13 – INSURANCE

13.1 Contractor shall, at its sole cost and expense, procure and maintain throughout the term of this contract, Comprehensive General Liability and Worker's Compensation insurance, including Employer Liability insurance, with minimum policy limits of \$1,000,000 (this could be \$2,000,000 depending on the amount of the contract) Combined Single Limits, or to the extent and in such amounts as required and authorized by Florida law, and will provide endorsed certificates of insurance generated and executed by a licensed insurance broker, brokerage or similar licensed insurance professional evidencing such coverage, and naming the City of Zephyrhills as a named, additional insured, as well as furnishing the City of Zephyrhills with a certified copy, or copies, of said insurance policies. Certificates of insurance and certified copies of these insurance policies must accompany this signed contract. Said insurance coverages procured by Contractor/Vendor as required herein shall be considered, and Contractor/Vendor agrees that said insurance coverages it procures as required herein shall be considered, as primary insurance over and above any other insurance, or self-insurance, available to the City of Zephyrhills, and that any other insurance, or

self-insurance available to the City of Zephyrhills shall be considered secondary to, or in excess of, the insurance coverage(s) procured by Contractor/Vendor as required herein.

Nothing herein shall be construed to extend the City of Zephyrhills's liability beyond that provided in section 768.28, Florida Statutes.

13.2 If this Contract includes: (1) construction of a new above-ground structure or structures, or (2) any addition(s), improvement(s), alteration(s), or repair(s), to an existing above-ground structure or structures, or (3) the installation of machinery or equipment into an existing structure or structures, the Contractor shall provide, in a policy acceptable to the City, "all risk" (i.e. Special Form) property insurance on any such construction, additions, machinery or equipment. The amount of the insurance shall be no less than the estimated replacement value at the time of the City's final acceptance of such new structures, addition(s), improvement(s), alteration(s), repair(s), machinery or equipment. The coverage shall not be subject to any restriction with respect to occupancy or use by the City and, subject to thirty (30) days' prior written notice to the City shall remain in full effect until final acceptance by the City. In addition, the City, the Professional, and the Contractor's subcontractors of any tier, shall be additional insureds on this policy. The insurance shall include a deductible no greater than one percent (1%) of the Contract amount, or \$25,000, whichever is smaller, for which the Contractor shall be responsible. The risk of loss whether insured or not shall remain with the Contractor until final acceptance. Upon request, Contractor shall furnish to the City complete copies of the insurance policy.

ARTICLE 14 – FORCE MAJEURE

14.1 A "Force Majeure Event" shall mean an act of God, act of governmental body or military authority, fire, explosion, power failure, flood, storm, hurricane, sink hole, other natural disasters, epidemic, riot or civil disturbance, war or terrorism, sabotage, insurrection, blockade, or embargo. In the event that either Party is delayed in the performance of any act or obligation pursuant to or required by the Agreement by reason of a Force Majeure Even, the time for required completion of such act or obligation shall be extended by the number of days equal to the total number of days, if any, that such Party is actually delayed by such Force Majeure Event.

The Party seeking delay in performance shall give notice to the other Party specifying the anticipated duration of the delay, and if such delay shall extend beyond the duration specified in such notice, additional notice shall be repeated no less than monthly so long as such delay due to a Force Majeure Event continues. Any Party seeking delay in performance due to a Force Majeure Event shall use its best efforts to rectify any condition causing such delay and shall cooperate with the other Party to overcome any delay that has resulted.

ARTICLE 15 – CHANGE ORDERS

15.1 Without invalidating the Agreement, the City may, at any time or from time to time, order additions, deletions, or revisions in the work authorized by an executed, signed Change Order. Change Orders should be submitted on the Change Order form provided by City. Change Orders are a defined written instrument prepared by the Contractor and signed by both Contractor and authorized City representative.

Upon receipt of an executed authorized Change Order, the Contractor shall proceed with the work involved. All such work shall be executed under the applicable conditions of the Contract Documents. If any Change Order causes an increase or decrease in the Contract Price or an extension or shortening of the Contract Time, an equitable adjustment will be made.

The Contractor shall not start work on any alteration requiring an increase or decrease in price or extension of time until a Change Order setting forth the adjustments is executed by the City. No claim for extra work or cost shall be allowed unless the same was done in pursuance of a written order approved by the City.

It is the Contractor's responsibility to notify his Surety of any changes affecting the general scope of the work or change in the Contract Price and the amount of the applicable Bonds shall be adjusted accordingly. The Contractor shall furnish proof of such adjustment to the City.

ARTICLE 16 – MISCELLANEOUS PROVISIONS

16.1 No waiver or breach of any provision of this Agreement shall constitute a waiver of any subsequent breach of the same or any other provision hereof, and no waiver shall be effective unless made in writing.

16.2 All representations, indemnifications, warranties and guarantees made in, required by, or given in accordance with this Agreement, as well as all continuing obligations indicated in the Contract Documents, shall survive final payment, completion and acceptance of the Services and termination or completion of the Agreement.

16.3 Should any provision, paragraph, sentence, word or phrase contained in this Agreement be determined by a court of competent jurisdiction to be invalid, illegal or otherwise unenforceable under the laws of the State of Florida, such provision, paragraph, sentence, word, or phrase shall be deemed modified to the extent necessary in order to confirm with such laws, or if not modifiable, then same shall be deemed severable, and in either event, the remaining terms and provisions of this Agreement shall remain unmodified and in full force and effect or limitation of its use.

16.4 Services shall not be subcontracted, transferred, conveyed, or assigned under this Agreement in whole or in part to any other person, firm or corporation without the prior written consent of the City.

16.5 The City is exempt from Federal Excise and State taxes. The applicable tax exemption number or certificate shall be made available upon request.

16.6 This Agreement, together with any other documents incorporated herein by reference, and all related exhibits and schedules, constitutes the sole and entire agreement of the parties to this Agreement with respect to the subject matter contained herein and therein, and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, with respect to such subject matter. In the event of any inconsistency between the statements in the body of this Agreement, and the related exhibits, proposals, and schedules (other than an exception expressly set forth as such in the schedules), the statements in the body of this

Agreement shall control. No modification or amendments hereto shall be binding on either Party unless in writing and signed by both Parties.

16.7 This Agreement shall be construed and enforced according to the laws of the State of Florida. Venue in any proceedings between the Parties shall be in Pasco County, Dade City, Florida.

16.8 The City reserves the right to audit the records of the Contractor covered by this Agreement at any time during the provision of Services and for a period of three (3) years after final payment is made under this Agreement.

16.9 The Contractor agrees that it shall not discriminate as to race, sex, color, creed, national origin, or disability, in connection with its performance under this Agreement.

16.10 The professional services to be provided by Contractor pursuant to this Agreement shall be non-exclusive, and nothing herein shall preclude the City from engaging other firms to perform Services.

16.11 This Agreement shall be binding upon the Parties herein, their heirs, executors, legal representatives, successors and assigns.

16.12 The Contractor agrees to comply with and observe all applicable federal, state, and local laws, rules, regulations, codes and ordinances, as they may be amended from time to time.

16.13 All other terms and conditions set forth in the Contract Documents which have not been modified by this Agreement, shall remain in full force and effect.

16.14 In the event of any dispute arising under or related to this Agreement, the prevailing Party shall be entitled to recover all actual attorney fees, costs and expenses incurred by it in connection with that dispute and/or the enforcement of this Agreement, including all such actual attorney fees, costs and expenses at all judicial levels, including appeal, until such dispute is resolved with finality.

16.15 This Agreement may be executed in two or more counterparts, each of which shall constitute an original but all of which, when taken together, shall constitute one and the same Agreement.

16.16 The City may withhold any payment in an amount that is sufficient to pay the direct costs and expenses the City reasonably expects to incur to protect Owner from liabilities for which Contractor is responsible.

[Remainder of page is intentionally blank. Signature page to follow.]

IN WITNESS WHEREOF, the parties have executed this agreement on the day written above.

Attest:

CITY OF ZEPHYRHILLS

Ricardo Quinones, City Clerk

Charles E. Proctor
Council President

Signed, Sealed and Delivered
In the presence of:

CONTRACTOR:
KENCO SIGN AND AWNING LLC

Witness

By: _____
Name: _____
Title: _____

Witness



CITY OF ZEPHYRHILLS
2025-012
ZEPHYRHILLS CITY PARKS SIGNAGE

AN EQUAL OPPORTUNITY EMPLOYER

FLORIDA TAX EXEMPT

#85-8012740166C-4

FEDERAL IDENTIFICATION NUMBER

#59-6000455

I.	BID REQUIREMENTS
II.	INSTRUCTIONS TO BIDDERS.....
III.	PRELIMINARY MATTERS
IV.	CORRELATION, INTERPRETATION, AND INTENT OF CONTRACT DOCUMENTS
V.	CONTRACTOR'S RESPONSIBILITIES
VI.	SCOPE OF WORK
VII.	PRICING PROPOSALS
VIII.	VENDOR RESPONSE

Attachments:

A - 20250630 - Zephyrhills City Parks Signage Construction Documents

B - ZEPH SAMPLE CHANGE ORDER

1. BID REQUIREMENTS

Bid documents, plans, and addendums can be viewed and downloaded from the [eProcurement Portal](#). A link to the eProcurement Portal can be found on the City's Website, www.ci.zephyrhills.fl.us, Government, Purchasing, Vendor Information, click on the link for OpenGov. It is your responsibility to ensure you have downloaded all addendums published before the bid opening. Click on "Follow" on the [Public Project Page](#) to receive notifications regarding addenda, notices, and questions and answers. You must be a registered vendor for the City of Zephyrhills. Registration is FREE. Should you have questions concerning this site, please contact OpenGov customer service. Your response and all required documentation are to be submitted via the eProcurement Portal (*before the deadline listed in the Time Table*) to the City of Zephyrhills.

Each bid must be submitted through the eProcurement Portal and must be accompanied by a certified check on a solvent bank or trust company in accordance with Section 255.051, Florida Statutes, made payable to the City of Zephyrhills, Florida in an amount not less than 5% (percent) of the total bid or a bid bond of like amount, on a form set forth in the contract documents, as a guarantee that if the bid proposal is accepted, the bidder will execute and fill in the proposed contract and furnish a Payment and Performance Bond at least equal to one hundred percent (100%) of the contract price within ten (10) days after Notice of Award of the contract. ***Please note, the bid bond amount needs to be spelled out and in numeric amounts. It is not allowed to put in 5% on the bid bond form.***

The bid package language accommodates for all types of services and/or purchases.

Bid Bond: A bid bond shall accompany each bid response. The bid bond shall be for an amount not less than five percent (5%) of the total bid price and shall be made payable to the City as a guarantee that the Bidder will not withdraw his bid for a period of sixty (60) days after bid closing time. The Bid Bond is to be included in their eProcurement response (electronically).

Payment and Performance Bond and All Insurance Shall be Secured from or Countersigned by an Agency or Surety Company Recognized in Good Standing and Authorized to do Business in the State of Florida. If at any time the Owner for justifiable cause shall be or become dissatisfied with any Surety, then upon the Performance of Payment Bonds, the Contractor shall within five (5) days after notice from the Owner, substitute an acceptable bond (or Bonds) in such form and sum and signed by such other Surety or Sureties as may be satisfactory to the Owner. The premiums on such bond shall be paid by the Contractor. No further payments shall be deemed due and shall not be made until new Surety or Sureties shall have furnished such an acceptable bond to the Owner.

Insurance: The Contractor shall, prior to commencement of work, take out and maintain in full force and effect minimum insurance coverage as specified.

The policy's expiration date shall exceed the length of the named project/contract. It shall be the responsibility of the Contractor to insure that all subcontractors comply with the following insurance requirements:

Insurance Requirements for Subcontractors: Due to the recent difficulties in the insurance market which often makes it impossible for smaller subcontractors to meet the requirements

accepted by the general contractor, the following program is now in effect: The general contractor will continue to provide insurance coverage as required by the City.

- A. The general contractor will continue to sign a standard Hold Harmless / Indemnification clause.
- B. The contract/bid document will simply state that the contractor is responsible for insuring that his/her subcontractors are adequately insured and that any action taken against the City would be covered under the contractor's signed Hold Harmless/Indemnification clause.
- C. An exception to #C would be in the case of any subcontractor whose work has a value of 50% of the total project cost, the subcontractor will be required to meet the same insurance requirements imposed upon the general contractor.
- D. The City retains the right to require any subcontractor to provide proof of insurance coverage and to request modifications when deemed necessary.

The insurance certificate shall be endorsed by the Contractor's insurance carrier. All certificates of insurance must be approved by the City of Zephyrhills, Florida and name the City as an additional insured.

Hold Harmless Clause: Contractor/vendor shall pay, indemnify and save harmless the City of Zephyrhills, its agents, guests, invitees and employees, from all suits, actions, claims, demands, damages, losses, expenses, including attorney's fees, costs and judgments of every kind and description to which the City, its agents, guests, invitees, or employees may be subjected to by reason of injury to persons or death or property damage, resulting from or growing out of any act of commission, omission, negligence or fault of the contractor, its agents or employees, committed in connection with this contract, contractor's performance hereof, or any work performed hereunder notwithstanding the negligence of the City. Contractor shall indemnify and save harmless the City of Zephyrhills, its agents or employees, from and against all claims, demands, actions, suits, damages, losses, expenses, costs, including attorney's fees, and judgments of every kind and description arising from, based upon, or growing out of the violation of any federal, state or county law, by-law, ordinance or regulation by the contractor, its agents, trainees, invitees, servants or employees.

Exparte Communication: Please note that to insure the proper and fair evaluation of a bid proposal, the City of Zephyrhills prohibits exparte communication (i.e., unsolicited) initiated by a bidder to the City official or employee evaluating or considering the bids prior to the time a bid decision has been made. Any communication between bidder and the City will be initiated by the appropriate City official or employee in order to obtain information or clarification needed to develop a proper and accurate evaluation of the bid. Any exparte communication may be grounds for disqualifying the offending bidder from consideration or award of the proposal then in evaluation or any future proposal.

2. INSTRUCTIONS TO BIDDERS

2.1. Proposals

Sealed Proposals should be uploaded through OPENGGOV before the time designated in "Invitation to Bid" for furnishing all transportation, labor, material, and equipment, and performing all operations required for the purchase, construction and completion of the work

herein specified and shown on the drawings.

2.2. Additional Information or Clarification

Requests for additional information or clarifications must be submitted through the eProcurement Portal. Requests for additional information or clarification must be received in writing **no later than Friday, September 12, 2025, 10:00 am.**

2.3. Equivalent Brand Names

When the City does not wish to rule out other competitor's brands or makes, the phrase "OR EQUIVALENT" is specified. Whenever a material, article or piece of equipment is identified on the plans or in the specifications by reference to manufactures' or vendors' names, trade names, catalogue numbers, etc, it is intended merely to establish a standard; and, any material, article or equipment of other manufacturers and vendors that will perform adequately the duties imposed by the general design and will be considered equally acceptable provided the material, article or equipment so proposed, is, in the opinion of the Architect/Engineer, of equal substance and function. It shall not be purchased or installed by the Contractor without the Architect/Engineer's written approval. However, if a product other than the specified bid, it is the bidder's responsibility to identify such product in its bid, and prove to the City that said product is equal to or better than the product specified. The City shall have the sole and absolute discretion to determine whether the product identified by the bidder is equal to or better than the product specified by the City. Manufacturers' certificates of specifications conformance of materials may be required by the City; these certificates shall be furnished at no cost to the City. Unless otherwise specified, evidence in the form of samples may be requested if the proposed brand is other than specified by the City. If samples should be requested, such samples must be received by the City within the time specified after a formal request is made. Any items which fall into this category are to be submitted to the City for review and approval **no later than 10:00 am, on Friday, September 12, 2025.**

2.4. Bidder

A bidder is an individual, firm, or corporation submitting a Proposal to the City for the work contemplated.

2.5. Bid Bond

The Bid Bond shall be submitted with the electronic response through the eProcurement Portal. Should you have questions on the eProcurement Portal, contact the OpenGov Support Team via the Support Bubble on the bottom right or email at procurement-support@opengov.com. Bidder will not withdraw his bid for a period of (60) sixty days after bids are received unless a different period is stated in the Bidding Requirements or Contract Conditions.

2.6. Familiarity with Laws

The bidder is assumed to be familiar with all **Federal, State and local** laws, ordinances, rules and regulations that in any manner affect the work. Ignorance on the part of the bidder will in no way relieve him from responsibility.

2.7. Examination of Drawings, Specifications and Site of Work

The bidder shall visit the site of the proposed work and familiarize himself with the nature and

extent of the work and all local conditions that may in any manner affect the work to be done and the equipment, materials and labor required. By submitting his bid, the bidder acknowledges that he has visited the site and that he is otherwise familiar with the nature and extent of the work and all local conditions that may in any manner affect the work to be done and the equipment, material and labor required. He is required to examine carefully the drawings and specifications and Form of Agreement and Bond and to inform himself accurately and completely regarding any and all conditions and requirements contained herein that may in any manner affect the work to be performed.

2.8. Qualifications of Bidder

The contract(s), if awarded, will be awarded only to a responsible contractor/vendor who is qualified by experience to do/supply the work specified herein. The bidder shall submit with his Proposal evidence satisfactory to the City, of his experience in like work and when requested he shall show he has prepared the necessary organization, capital, equipment and machinery to complete the work to the satisfaction of the City within the time limit stated in the Contract Documents.

2.9. Disqualification of Bidders

No bidder shall submit more than one proposal. Should the City have reasonable grounds for believing a bidder has interests/input in more than one Proposal for the same work will cause rejection of ALL proposals in which such bidder or bidders are believed to be involved. Any or all Proposals will be rejected if there is reason to believe Collusion exists among the bidders and no participants in such collusion will be considered in future Proposals for the same work.

2.10. Right to Reject Proposal

Right is reserved to reject any or all Proposals and to disregard technical errors.

2.11. Return of Proposal Guaranty

As soon as the bids have been compared, the City may, at its discretion, return the guaranty deposit accompanying such Proposals as in its judgment would not likely be considered in making the award. All other proposal guaranties will be held until the Agreement and Bond have been executed, after which they will be returned to the respective bidders.

2.12. Execution of the Agreement

The individual, firm or corporation to which the contract has been awarded shall sign the necessary Agreement with the City, and return it to the City within **ten (10)** days. No contract shall be considered binding upon the City until it has been properly executed.

2.13. Failure to Execute the Agreement

Failure on the part of the successful bidder to execute the Agreement as required will be just cause for the annulment of the award, and in the event of the annulment of the award, the Bidder shall forfeit his bid bond. This forfeiture shall not be construed as a penalty, but as reasonable, fixed and liquidated damages because of the Bidder's failure to enter into Agreement with the City. The award may then be made to the next lowest acceptable bidder, or the work re-advertised as the City may elect

2.14. Withdrawal of Proposal

A bidder may withdraw his Proposal without prejudice to himself, not later than the day and hour set for opening of bids, by clicking on "Unsubmit Proposal" via eProcurement Portal.

2.15. Interest of Member of or Delegate to Congress

No member of or Delegate to Congress, or Resident Commissioner, shall be admitted to any share or part of this contract or any benefit that may arise therefrom, but this provision shall be construed to extend to this contract if made with a corporation for its general benefit.

2.16. Basis of Award

Considerations will be given to price, experience of the bidder in this type of work, and their conformity with the specifications. Awards will be made to the lowest responsible bidder. The quality of the material to be supplied, their suitability to requirements, and guarantee clauses shall be taken into consideration. No significant deviation for the term of this specification is acceptable. The City of Zephyrhills reserves the right to reject any or all bids as authorized by law, to accept in whole or in part any such bid, and to award the contract to other than the lowest bidder at its discretion, if the best interest of the City of Zephyrhills is thereby served.

2.17. Award of Contract

Considerations will be given to price, experience of the bidder in this type of work, and their conformity with the specifications. Awards will be made to the lowest responsible bidder. The quality of the material to be supplied, their suitability to requirements, and guarantee clauses shall be taken into consideration. No significant deviation for the term of this specification is acceptable. The City of Zephyrhills reserves the right to reject any or all bids as authorized by law, to accept in whole or in part any such bid, and to award the contract to other than the lowest bidder at its discretion, if the best interest of the City of Zephyrhills is thereby served.

In the event the contract is awarded to this Bidder, he will enter into a formal written agreement with the City in accordance with the accepted bid within ten (10) calendar days after said contract is submitted to him. The Bidder further agrees that in the event of the Bidder's default or breach of any of the agreements of this proposal, the said bid deposit shall be forfeited as liquidated damages.

If awarded this contract, It is hereby understood and mutually agreed, by and between the Contractor and the Owner, that the date of beginning and the time for completion as specified in the contract of the work to be done hereunder are ESSENTIAL CONDITIONS of this contract; and it is further mutually understood and agreed that the work embraced in this contract shall be commenced on a date to be specified in the "Notice to Proceed."

It is further agreed where under the contract an additional time is allowed for the completion of any work, the time limit fixed by such extension shall be of the essence of this contract. Provided, that the Contractor shall not be charged with liquidated damages or any excess cost when the Owner determines that the Contractor is without fault and the Contractor's reason for the time extension is acceptable to the Owner: Provided, further, that the Contractor shall not be charged with liquidated damages or any excess cost when the delay in completion of the work is due:

- (a) To any preference, priority or allocation order duly issued by the Government.
- (b) To any delays of Subcontractors or suppliers occasioned by any of the causes specified in subsection (a).

Provided, further, that the Contractor shall, within ten (10) days from the beginning of such delay, unless the Owner shall grant a further period of time prior to the date of final settlement of the contract, notify the Owner, in writing, of the causes of the delay, who shall ascertain the facts and extent of the delay and notify the Contractor within a reasonable time of its decision in the matter.

The Contractor agrees that said work shall be prosecuted regularly, diligently, and uninterrupted at such rate of progress as will ensure full completion thereof within the time specified. It is expressly understood and agreed, by and between the Contractor and the Owner, that the time for the completion of the work described herein is a reasonable time for the completion of the same, taking into consideration the average climatic range and usual industrial conditions prevailing in this locality. The Bidder agrees to supply all materials within thirty (30) days after successful agreement has been signed by both parties and after contract has been submitted to them and receipt of Notice to Proceed. If the said Contractor shall neglect, fail or refuse to complete the work within the time herein specified, or any proper extension thereof granted by the Owner, then the Contractor does hereby agree, as a part consideration for the awarding of this contract, to pay to the Owner the amount specified in the contract, not as a penalty but as liquidated damages for such breach of contract as hereinafter set forth, for each and every calendar day that the Contractor shall be in default after the time stipulated in the contract for completing the work

Should the contractor/vendor fail to substantially complete and supply the materials listed under this contract and make it available for beneficial use on or before the date stipulated for completion (or such later date as may result from extension of time granted by City), he shall pay the City, as liquidated damages, the sum of **\$750.00** for each consecutive calendar day that terms of the contract remain unfulfilled beyond date allowed by the contract, which sum is agreed upon as a reasonable and proper measure of damages which City will sustain per diem by failure of Contractor/vendor to supply the materials within the time stipulated; it being recognized by City and Contractor/vendor that the injury to City which could result from a failure of Contractor/vendor to complete on schedule is uncertain and cannot be computed exactly. In no way shall costs for liquidated damages be construed as a penalty.

Any notice to any Contractor from the Owner relative to any part of this contract shall be in writing and considered delivered and the service thereof completed, when said notice is posted, by certified or registered mail, to the said Contractor at his last given address or delivered in person to the said Contractor or his authorized representative on the work.

2.18. Conditions

The bidder shall list on a separate sheet of paper any variations from, or exceptions to, the conditions and specifications of this bid. This sheet shall be labeled "Exceptions to Bid Conditions and Specifications", and shall be attached to the bid. Any variations or exceptions shall meet or exceed the plans and specifications.

2.19. Quantities

An estimate of the quantities of work to be done and/or materials to be furnished is given in the specifications. It is the result of the City's calculations and is believed to be correct. It is given only as a basis of comparison of bids and the City does not expressly or by implication agree that the actual quantities involved will correspond exactly therewith; nor shall the bidder plead misunderstanding or deception because of such estimates of quantities, or of the character, location, or other conditions pertaining to the work performed or materials furnished in accordance with the plans and specifications. It is understood that the quantities may be increased or decreased without in any way invalidating the unit bid prices.

2.20. Public Records

In accordance with 119.0701 F.S. Contractor shall:

IF CONSULTANT OR CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S OR CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT OR CONTRACT, THEY SHALL CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

**RICARDO QUINONES, CITY CLERK
CITY OF ZEPHYRHILLS
5335 8TH STREET
ZEPHYRHILLS, FLORIDA 33542
RQUINONES@CI.ZEPHYRHILLS.FL.US
813-780-0000**

2.21. Correction of Work

All work, all materials, whether incorporated in the work or not, all processes of manufacture, and all methods of construction shall be at all times and places subject to the inspection of the Architect/Engineer who shall be the final judge of the quality and suitability of the work, materials, processes of manufacture, and methods of construction for the purposes for which they are used. Should they fail to meet his approval they shall be forthwith reconstructed, made good replaced and/or corrected, as the case may be by the Contractor at his own expense. Rejected materials shall immediately be removed from the site. If, in the opinion of the Architect/Engineer, it is undesirable to replace any defective or damaged materials or to reconstruct or correct any portion of the work injured or not performed in accordance with the Contract Documents, the compensation to be paid to the Contractor hereunder shall be reduced by such amount as in the judgment of the Architect/Engineer shall be equitable.

2.22. Subsurface Conditions Found Different

Should the Contractor encounter sub-surface and/or latent conditions at the site materially differing from those shown on the Plans or indicated in the Specifications, the Contractor shall immediately give notice to the Architect/Engineer of such conditions before they are disturbed. The Architect/Engineer will thereupon promptly investigate the conditions, and if he finds that they materially differ from those shown on the Plans or indicated in the specifications he will at once make such changes in the Plans and/or Specification, as the Contractor may find necessary, any increase or decrease of cost resulting from such changes to be adjusted in the manner

provided in Paragraph 17 of the General Conditions.

2.23. Claims for Extra Cost

No claim for extra work or cost shall be allowed unless the same was done in pursuance of a written order of the Architect/Engineer approved by the Owner, as aforesaid, and the claim presented with the first estimate after the changed or extra work is done. When work is performed under the terms of subparagraph 17 of the General Conditions, the Contractor shall furnish satisfactory bills, payrolls, and vouchers covering all items of cost and when requested by the Owner, give the Owner access to accounts relating thereto.

2.24. Termination (Cause and/or Convenience)

- A. This contract may be terminated in whole or in part in writing by either party in the event of substantial failure by the other party to fulfill its obligations under this contract through no fault of the terminating party, provided that no termination may be effected unless the other party is given (1) not less than ten (10) calendar days written notice (delivered by certified mail, return receipt requested) of intent to terminate and (2) an opportunity for consultation with the terminating party prior to termination.
- B. This contract may be terminated in whole or in part in writing by the local government for its convenience, provided that the other party is afforded the same notice and consultation opportunity specified in 1(a) above.
- C. If termination for default is affected by the local government, an equitable adjustment in the price for this contract shall be made, but (1) no amount shall be allowed for anticipated profit on unperformed services or other work, and (2) any payment due to the contractor at the time of termination may be adjusted to cover any additional costs to the local government because of the contractor's default.
If termination for convenience is affected by the local government, the equitable adjustment shall include a reasonable profit for services or other work performed for which profit has not already been included in an invoice.
For any termination, the equitable adjustment shall provide for payment to the contractor for services rendered and expenses incurred prior to receipt of the notice of intent to terminate, by the contractor relating to commitments (e.g., suppliers, subcontractors) which had become firm prior to receipt of the notice of intent to terminate.
- D. Upon receipt of a termination action under paragraphs (a) or (b) above, the contractor shall (1) promptly discontinue all affected work (unless the notice directs otherwise) and (2) deliver or otherwise make available to the local government all data, drawings, reports specifications, summaries and other such information, as may have been accumulated by the contractor in performing this contract, whether completed or in process.
- E. Upon termination, the local government may take over the work and may award another party a contract to complete the work described in this contract.
- F. If, after termination for failure of the contractor to fulfill contractual obligations, it is determined that the contractor had not failed to fulfill contractual obligations, the termination shall be deemed to have been for the convenience of the local government. In such event, adjustment of the contract price shall be made as provided in paragraph (c) above.

3. PRELIMINARY MATTERS

Delivery of Bonds: Simultaneously with the execution and delivery of the Agreement, the Contractor shall deliver to the City the required executed Bonds. Additional copies will be furnished, upon request, at the cost of reproduction.

Before Starting Work: Before starting the work at the site, the Contractor shall furnish the City with certificates of insurance and schedules as required by the City and a conference will be held to review the above schedules, to establish procedures for handling Applications for Payment and to establish a working understanding between the parties as to the Project. Present at the conference will be the City and its representative, the Contractor and his Superintendent.

Before undertaking the Work, the Contractor shall carefully study and compare the Contract Documents and check and verify all figures shown thereon and all field measurements. He shall at once report in writing to the City any conflict, error or discrepancy which he may discover. The Contractor assumes full responsibility for having familiarized himself with the nature and extent of the Contract Documents, Work, locality and local conditions that may in any manner affect the Work to be done and represents that he has visited the site.

The City shall give the Contractor a written Notice to Proceed, stating a date on which it is expected that the Contractor will start the work. No work shall be done prior to the date on which the Work is to start.

The Contractor Time shall commence to run on the date of the Notice to Proceed.

4. CORRELATION, INTERPRETATION, AND INTENT OF CONTRACT DOCUMENTS

4.1. Construction

It is the intent of the Specifications and Drawings to describe a complete Project to be constructed in accordance with the Contract Documents. The Contract Documents comprise the entire Agreement between the City and the Contractor/Vendor. They may be altered only by a Modification. The Contract Documents cover, with explicit provisions, all matters relating to the work which the Contractor/Vendor undertakes to construct or perform in full compliance with such provisions. It is understood that the Contractor/Vendor has, by personal examination and inquiry, if necessary, satisfied himself as to all local conditions and as to the meaning, requirements and reservations of the Contract Documents. No deviation will be allowed from the City's interpretation thereof. The intent of the Contract Documents is to include all labor, materials, equipment, and transportation necessary for the proper execution of the work. The Contractor/Vendor shall make plural and complete all work which, to avoid needless repetition or for the sake of brevity, has been shown singly or partially indicated. The Contractor/Vendor shall follow the Drawings and execute all work in strict accordance therewith and with the kind and quality of materials indicated and specified. Materials or work described in words which, when so applied, have a well-known technical or trade meaning shall be held to refer to such recognized standards. Any deviation from Specifications, which may be required by the exigencies of construction, shall in all cases conform to written instructions of the City. The applicable provisions of the Contract Documents shall apply with equal force to all work,

including extra work, performed under this Contract, whether performed either directly by the Contractor/Vendor or by any Subcontractor.

The Contract Documents are complementary; what is called for by one is as binding as if called for by all. If the Contractor/Vendor finds a conflict, error or discrepancy in the Contract Documents, he shall call it to the City's attention in writing before proceeding with the Work affected thereby. In resolving such conflicts, errors and discrepancies, the documents shall be given precedence in the following order: Agreement, Special Conditions, General Conditions, Specifications, including any Addenda, Drawings, Invitation to Bid and Contractors/Vendors Bid. Any work that may reasonably be inferred from the Specifications or Drawings as being required to produce the intended result shall be supplied whether or not it is specifically called for. Work, materials or equipment described in words which so applied have a well-known technical or trade meaning shall be deemed to refer to such recognized standards.

4.2. Insurance

Prior to beginning any work hereunder or allowing any Subcontractor to begin any work, the Contractor/Vendor shall procure, at its sole cost and expense, procure and maintain throughout the term of the contract, Comprehensive General Liability and Worker's Compensation insurance, including Employer Liability insurance, with minimum policy limits of \$1,000,000 (this could be \$2,000,000 depending on the amount of the contract) combined Single Limits, or to the extent and in such amounts as required and authorized by Florida law, and will provide endorsed certificates of insurance generated and executed by a licensed insurance broker, brokerage or similar licensed insurance professional evidencing such coverage, and naming the City of Zephyrhills as a named, additional insured, as well as furnishing the City of Zephyrhills with a certified copy, or copies, of said insurance policies. Certificates of insurance and certified copies of these insurance policies must accompany the signed contract. Said insurance coverages procured by the contractor/vendor as required herein shall be considered, and the contractor/vendor agrees that said insurance coverages it procures as required herein shall be considered, as primary insurance over and above any other insurance, or self-insurance, available to the City of Zephyrhills, and that any other insurance, or self-insurance available to the City of Zephyrhills shall be considered secondary to, or in excess of, the insurance coverage(s) procured by the contractor/vendor as required.

Nothing shall be construed to extend the City of Zephyrhills's liability beyond that provided in section 768.28, Florida Statutes.

4.3. Builders' Risk Coverage

If this solicitation includes: (1) construction of a new above-ground structure or structures, or (2) any addition(s), improvement(s), alteration(s), or repair(s), to an existing above-ground structure or structures, or (3) the installation of machinery or equipment into an existing structure or structures, the Contractor shall provide, in a policy acceptable to the City, "all risk" (i.e., Special Form) property insurance on any such construction, additions, machinery or equipment. The amount of the insurance shall be no less than the estimated replacement value at the time of the City's final acceptance of such new structures, addition(s), improvement(s), alternation(s), repair(s), machinery or equipment. The coverage shall not be subject to any restriction with respect to occupancy or use by the City and, subject to thirty (30) days' prior written notice to the City shall remain in full effect until final acceptance by the City. In addition, the City, the Professional, and the Contractor's subcontractors of any tier, shall be additional insureds on this

policy. The insurance shall include a deductible no greater than one percent (1%) of the Contract amount, or \$25,000, whichever is smaller, for which the Contractor shall be responsible. The risk of loss whether insured or not shall remain with the Contractor until final acceptance. Upon request, Contractor shall furnish to the City complete copies of the insurance policy.

Liens: The Contractor/vendor shall indemnify and save harmless the City from all claims, demands, causes of action, suits of whatever nature arising out of the services, labor, and materials furnished by the Contractor/vendor or its Subcontractors under this Contract, and from all laborers', materialmen's and mechanics' liens upon the property which the work is located arising out of the services, labor, and materials furnished by the Contractor/vendor or any of its Subcontractors under this Contract; and shall keep said property free and clear of all liens, claims, and encumbrances arising from the performance of this Contract by the Contractor/vendor or its Subcontractors; the Contractor/vendor hereby waiving all rights to claim such lien on the City's properties.

If required, the Contractor shall furnish at the City's option either (a) a good and sufficient release or waiver of lien from itself, every subcontractor, materialman, laborer, and other person furnishing services, labor, or materials in connection with the work or (b) receipts in full, together with an affidavit that the receipts cover all the services, labor, and materials furnished by the Contractor or its Subcontractors for which a lien might be filed except as covered by the releases and waivers of liens; but if any Subcontractor, laborer, materialman, or other person refuses to furnish a waiver or release a receipt in full, the Contractor may furnish a Bond satisfactory to the City to indemnify the City against any claim or lien or otherwise. (c) Surety Bond may be furnished by the Contractor or his Surety as a guarantee that he will execute the work in accordance with the terms of the Contract, and that he shall make all payments for all labor, materials and supplies directly or indirectly for the work. If Surety Bond is required by the City, Contract price will be increased by an amount equal to the cost of securing said Bond.

Definitions: The following terms are respectively defined as follows:

- **Contractor:** A person, firm or corporation with whom the contract is made by the Owner/City.
- **Subcontractor:** A person, firm or corporation supplying labor and materials or only labor for at the site of the project for, and under separate contract or agreement with the Contractor.
- **Work on (at) the Project:** Work to be performed at the location of the project, including the transportation of materials and supplies to or from the location of the project by employees of the Contractor and any subcontractor.
- **Owner:** Can represent the City of Zephyrhills and/or property/business owners

5. CONTRACTOR'S RESPONSIBILITIES

Supervision and Superintendence: The Contractor shall supervise and direct the Work efficiently and with his best skill and attention. He shall be solely responsible for the means, methods, techniques, sequences and procedures of construction. The Contractor shall be responsible to see that the finished Work complies accurately with the Contract Documents. The Contractor shall accept full responsibility for the work until final acceptance. He shall protect the work against all loss or damage sustained during the progress of the work and promptly repair any damage done from any cause whatsoever. After acceptance of the work, Contractor's responsibility shall extend to defective or faulty work as later defined in these specifications.

The Contractor shall keep on the Work site at all times during its progress, a competent resident superintendent who shall not be replaced without written consent of the City, under extraordinary circumstances. The Superintendent will be the Contractor's representative at the Site and shall have the authority to act on behalf of the Contractor. He shall be present at the pre-construction conference. All communications given to the Superintendent shall be as binding as if given to the Contractor.

Labor, Materials, Equipment, and Manufactured Articles: The Contractor shall provide competent, suitably qualified personnel to survey and lay out the Work and perform construction as required by the Contract Documents. He shall at all times maintain good discipline and order at the site.

The Contractor shall furnish all materials, equipment, labor, transportation, construction equipment and machinery, tools, appliances, fuel, power, light, heat, telephone, water and sanitary facilities, and all other facilities and incidentals necessary for the execution, testing, and initial operation and completion of the Work. Any work necessary to be performed after regular working hours, on Sunday or legal holiday, shall be performed without additional expense to the City.

All materials and equipment shall be new, except as otherwise provided in the Contract Documents. If required by the City, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment. All material and workmanship shall in every respect, be in accordance with what, in the opinion of the City, is in conformity with approved modern practice.

Contractor's Title to Materials: No materials or supplies for the work shall be purchased by the Contractor or by any Subcontractor subject to any chattel mortgage or under a conditional sale contract or other agreement by which an interest is retained by the seller. The Contractor warrants that he has good title to all materials and supplies used by him in the work, free from all liens, claims or encumbrances.

Use of Premises: The Contractor shall confine his equipment, the storage of materials and equipment and the operations of his workmen to areas permitted by law, ordinances, or permits and shall not unreasonably encumber the premises with materials or equipment. Materials stored without proper permits shall be promptly relocated upon request by the City at the Contractor's expense.

Record Drawings: The Contractor shall keep one record copy of all Specifications, As-built Drawings, Addenda, Modifications and Shop Drawings at the site in good order and annotated to show all changes made during the construction process. These shall be available to the RPR and the Engineer. As-builts shall be delivered to them for the City and Engineer upon completion of the Project. Release of retainage shall be contingent upon delivery of red-lined "as-builts".

Supplementary Drawings: When, in the opinion of the City, it becomes necessary to explain more fully the work to be done, or to illustrate the work further, or to show any changes which may be required, drawings, known as supplementary drawings, with specifications pertaining thereto, will be prepared by the Engineer.

The additional drawings and instructions supplied to the Contractor will coordinate with the Contract Documents and will be prepared that they can be reasonably interpreted. The Contractor shall carry out the work in accordance with the additional detail drawings and instructions. The Contractor and the Architect/Engineer will prepare jointly: (a) a schedule, fixing the dates at which special detail drawings will be required, such drawings, if any, to be furnished by the Architect/Engineer in accordance with said schedule, and (b) a schedule fixing the respective dates for the submission of shop drawings; the beginning of manufacture, testing and installation of materials, supplies and equipment; and the completion of the various parts of the work; each such schedule to be subject to change from time to time in accordance with the progress of the work

The supplementary drawings shall be binding upon the Contractor with the same force as the drawings. Where such supplementary drawings require either less or more than the estimated quantities of work, credit to the City or compensations therefore to the Contractor shall be subject to the terms of the agreement.

Shop or Setting Drawings: The Contractor shall submit promptly to the Architect/Engineer four (4) copies of each shop or setting drawing prepared in accordance with the schedule predetermined as aforesaid. After examination of such drawings by the Architect/Engineer and the return thereof, the Contractor shall make such corrections to the drawings as have been indicated and shall furnish the Architect/Engineer with four (4) corrected copies. If requested by the Architect/Engineer the Contractor must furnish additional copies. Regardless of corrections made in or approval given to such drawings by the Architect/Engineer, the Contractor will nevertheless be responsible for the accuracy of such drawings and for their conformity to the Plans and Specifications, unless he notifies the Architect/Engineer in writing of any deviations at the time he furnishes such drawings.

Architect/Engineer's Authority: The Architect/Engineer shall give all orders and direction contemplated under the contract and specifications, relative to the execution of the work. The Architect/Engineer shall determine the amount, quality, acceptability, and fitness of the several kinds of work and materials that are to be paid for under this contract and shall decide all questions which may arise in relation to said work and the construction thereof. The Architect/Engineer's estimates and decisions shall be final and conclusive, except as herein otherwise expressly provided. In case any question shall arise between the parties hereto relative to said contract or specifications; the determination or decision of the Architect/Engineer shall be a condition precedent to the Contractors to receive any money or payment for work under this contract affected in any manner or to any extent by such question.

The Architect/Engineer shall decide the meaning and intent of any portion of the specifications and of any plans or drawings where the same may be found obscure or be in dispute. Any differences or conflicts in regard to their work that may arise between the contractor under this contract and other Contractors performing work for the City shall be adjusted and determined by the Architect/Engineer.

Safety and Protection: The Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the Work. He shall take all

necessary precautions for the safety of and shall provide the necessary protection to prevent damage, injury or loss to:

- All employees on the Work and other persons who may be affected thereby.
- All the Work and all materials or equipment to be incorporated therein, whether in storage on or off the site.

Other property, including City property, at the site or adjacent thereto, including trees, shrubs, lawns, walks, pavements, roadways, structures and utilities not designated for removal, relocation or replacement in the course of construction. The Contractor shall replace or make good any such damage, loss or injury unless such be caused directly by errors contained in the contract or by the City, or his duly authorized representatives. He shall notify the Architect/Engineer immediately. Any claim for compensation by the Contractor shall be promptly submitted to the Architect/Engineer for approval.

The Contractor shall designate a responsible member of his organization at the site whose duty shall be the prevention of accidents. This person shall be the Contractor's Superintendent unless otherwise designated in writing by the Contractor to the City.

SAFETY PLAN

- A. It is the contractor's responsibility to comply with OSHA standards and all regulations pertaining to the work including confined space entry.
- B. Precaution shall be exercised at all times for the protection of persons and property. The safety provisions of applicable laws, and existing building and construction codes shall be guarded in accordance with the safety provisions of the Manual of Accident Prevention in Construction, published by the Associated General Contractor of America, and OSHA's Safety and Health Standards (29 CFR 1926/1910) U.S. Department of Labor, to the extent that such provisions are not in contravention of applicable law.
- C. Safety Requirements:
 - A. The Contractor shall provide documentation on Means of Egress, Emergency Evacuation, Confined Space Entry, Lock Out – Tag Out, Hot Work Permit, Hurricane Preparedness, Right-to-Know / MSDS Sheets to the satisfaction of the City prior to commencement of any single job.
 - B. A Contractor Process Safety Management Briefing will be held at the Pre-Construction Conference. The Contractor will be required to attend this briefing and sign a form so stating that he has been briefed. A copy of this form is included in the Forms section of this package.

Emergencies: In emergencies affecting the safety of persons or the Work or property at the site or adjacent thereto, the Contractor, without special instruction or authorization from the City, is obligated to act, at his discretion, to prevent threatened damage, injury or loss.

Assignability. The Contractor shall not assign the whole or any part of this contract or any monies due or to become due hereunder without written consent of the Owner. In case the Contractor assigns all of any part of any monies due or to become due under this contract, the instrument of assignment shall contain a clause substantially to the effect that it is agreed that right of the assignee in and to any monies due or to become due to the Contractor shall be subject to prior claims of all persons, firms and corporations of services rendered or materials supplied

for the performance of the work called for in this contract.

Mutual Responsibility of Contractors. If, through acts of neglect on the part of the Contractor, any other Contractor or any subcontractor shall suffer loss or damage on the work, the Contractor agrees to settle with such other Contractor or subcontractor by agreement or arbitration if such other Contractor or subcontractor will so settle. If such other Contractor or subcontractor shall assert any claim against the Owner or account of any damage alleged to have been sustained, the Owner shall notify the contractor, who shall indemnify and save harmless the Owner against any such claim.

Subcontractors: The Contractor shall not employ any Subcontractor against whom the City may have reasonable objection, nor will the Contractor be required to employ any Subcontractor against whom he has reasonable objection. Within 30 calendar days after the date of the Award of Contract and before the City shall make any partial payments to the Contractor, the Contractor shall furnish to the City in writing for acceptance by the City a list of the names of the Subcontractors proposed for the principal portions of the work. The Contractor shall not make any substitution for any Subcontractor who has been accepted by the City, unless the City determines that there is good cause for doing so.

The Contractor shall be fully responsible for all acts and omissions of his Subcontractors and of persons directly or indirectly employed by them and of persons for whose acts any of them may be liable to the same extent that he is responsible for the acts and omissions of persons directly employed by him. Nothing in the Contract Documents shall create any contractual relationship between any Subcontractor and the City or any obligation on the part of the City to pay or to see to the obligation on the part of the City to pay or to see to the payment of any moneys due any Subcontractor, except as may otherwise be required by law. The City may furnish to any Subcontractor, to the extent practicable, evidence of amounts paid to the Contractor on account of specific work done in accordance with schedule of values.

The divisions and sections of the Specifications and the identifications of any Drawings shall not control the Contractor in dividing the work among Subcontractors or delineating the work to be performed by any specific trade.

The Contractor agrees to bind specifically every Subcontractor to the applicable terms and conditions of the Contract Documents for the benefit of the City. The terms of the Contract Documents shall control over any discrepancy in any other document.

Laws and Regulations: The Contractor shall give all notices and comply with all laws, ordinances, rules and regulations applicable to the work. If the Contractor observes that the Specifications or drawings are at variance therewith, he shall give the City prompt written notice thereof, and any necessary changes shall be adjusted by an appropriate Modification. If the Contractor performs any work knowing it to be contrary to such laws, ordinances, rules and regulations and without such notice to the Engineer, he shall bear all costs arising therefrom; however, it will not be his primary responsibility to make certain that the drawings and Specifications are in accordance with such laws, ordinances, rules and regulations.

Permits and Protection of Public: The Contractor shall be required to observe all the ordinances in relation to obtaining permits for occupying, excavating or in anywise obstructing

the streets and alleys. He shall erect and maintain barricades and sufficient safeguards around all excavations, embankments or obstructions.

Where there is telephone, telegraph, light or power poles; water mains, conduits, pipe, or drains; or other construction either public or private; in or on the streets or alleys; the work shall be so conducted that no interruption or delay will be caused in the operation or use of the same. Proper written notice shall be given and all the facilities afforded the owners of such construction encountered or likely to be encountered, as will enable them to preserve the same from injury.

Unless otherwise expressly provided for in the Specifications, the City will furnish to the Contractor all surveys necessary for the execution of the work.

The Contractor shall procure and pay all other permits, licenses and approvals necessary for the execution of this contract and shall comply with all Florida Department of Environmental Protection requirements. Cost of building permits will be waived by the City of Zephyrhills. The Contractor must be registered with the City of Zephyrhills Building Department.

Use of Premises: The Contractor shall confine his equipment, the storage of materials and equipment and the operations of his workmen to areas permitted by law, ordinances, or permits and shall not unreasonably encumber the premises with materials or equipment. Materials stored without proper permits shall be promptly relocated upon request by the City at the Contractor's expense.

Cleaning: The Contractor shall keep the premises free from accumulations of waste materials, rubbish and other debris resulting from the work. At the completion of the work he shall remove all waste materials, rubbish, and debris from and about the premises as well as all tools, construction equipment and machinery, and surplus materials, and shall leave the site clean and ready for occupancy by the City. The Contractor shall restore to their original condition those portions of the site for alteration by the Contract Documents.

Indemnification: The Contractor assumes entire responsibility and liability and agrees to indemnify and hold harmless the City and its representatives from loss or damage sustained, or allegedly sustained, by any person or property arising out of, or claimed to have been caused by or arisen out of, the sole, joint, or concurrent negligence of the Contractor and/or the City, connected with the performance of the work hereunder and agrees to pay all damages, losses, costs and expenses, including attorney's fees allegedly arising in any way out of the performance of the work hereunder by the Contractor and its agents and employees or its Subcontractors, their agents and employees, including but not limited to the following:

- All injuries to persons (including fatal injuries);
- All damages to or by livestock and claims and demands with respect thereto including all damages caused as a result of fences, gates, and gaps left open or insecurely closed.

Protection of Work and Materials: Facilities for handling of material and inspecting the work shall at all times be furnished by the Contractor, and all costs due to delays in handling of materials or equipment, and loss or damage, shall be at the expense of the Contractor. The Contractor shall be responsible for all materials, equipment and supplies sold and delivered to

the City until final inspection of the work and acceptance thereof by the City. In the event any such materials, equipment and supplies are lost, stolen, damaged or destroyed prior to receipt of delivery, Contractor shall replace same without cost to the City.

Lands and Right-of-Way: Prior to the start of construction, the City shall obtain all lands and right-of-way necessary for the carrying out and completion of work to be performed under this contract.

Other Prohibited Interests: No official of the City who is authorized in such capacity and on behalf of the City to negotiate; make, accept or approve or to take part in negotiating, making, accepting or approving any architectural, engineering, inspection, construction or material supply contract or any subcontracting connection with the construction of the project, shall become directly or indirectly interested personally in this contract or in any part hereof. No official who is authorized in such capacity and on behalf of the City to exercise any legislative, executive, supervisory or other similar functions in connection with the construction of the project, shall become directly or indirectly interested personally in this contract or in any part thereof, any material supply contract, insurance contract, or any other contract pertaining to the project.

Construction Schedule and Periodic Estimates: Immediately after execution and delivery of the contract, and before the first partial payment is made, the Contractor shall deliver to the City an estimated construction progress schedule in a form satisfactory to the City, showing the proposed dates of commencement and completion of each of the various subdivision of work required under the Contract Documents and the anticipated amount of each monthly payment that will become due to the Contractor in accordance with the progress schedule. The Contractor shall also furnish on forms mutually agreeable to the Engineer, Contractor and the City: (a) a detailed estimate giving a complete breakdown of the contract price, and (b) periodic itemized estimates of work done for the purpose of making partial payments therefore. The costs employed in making up any of these schedules will be used only for determining the basis of partial payments and will not be considered as fixing a basis for additions to or deductions from the contract price.

Payments to Contractor. (a) At the end of each calendar month during the life of the contract, the contractor will prepare an estimate of the quantities of the work completed and of the total amount due. The amount will be due on or before the 15th day of the second month following the completion of said work. (b) In preparation of monthly partial pay, estimated accounts may be taken if specifically approved by the owner of materials delivered to the site of work but not yet incorporated into the work. (c) When the work provided for by the contract has been completely performed on the part of the contractor and all parts of the work have been approved by the engineer and accepted by the owner, a final estimate will be prepared which shows the total cost of the work performed under the contract, including extra work as authorized by change orders, the total amount retained, and the total amount paid on previous partial estimates. All prior estimates upon which payments have been made are subject to necessary corrections or revisions in the final payment. All pay estimates will be reviewed for correctness by the engineer and approved by the owner before payment.

Payments by Contractor. The Contractor shall pay: (a) for all transportation and utility services not later than the 20th day of the calendar month following that in which services are

rendered; and (b) for all materials, tools, and other expendable equipment to the extent of ninety percent (90%) of the cost thereof, not later than the 20th day of the calendar month following that in which such materials, tools, and equipment are delivered at the site of the project, and the balance of the cost thereof, not later than the 30th day following the completion of that part of the work in or on which such materials, tools and equipment are incorporated or used; (c) to each of his subcontractors, not later than the 5th day following each payment to the Contractor, the respective amounts allowed the Contractor on account of the work performed by his subcontractors to the extent of each subcontractor's interest.

Acceptance of Final Payment Constitutes Release: The acceptance by the Contractor of final payment shall be and shall operate as a release to the City of all claims and all liability to the Contractor for all things done or furnished in connection with this work and for every act and neglect of the City and others relating to or arising out of this work. No payment, however, final or otherwise, shall operate to release the Contractor or his sureties from any obligations under this contract or the Performance and Payment Bond.

Decisions in Disagreements: The Engineer will be the interpreter of the terms and conditions of the Contract Documents and the judge of the performance thereunder. In his capacity as interpreter and judge, he will exercise his best efforts to ensure faithful performance by both the City and the Contractor. He will not show partiality to either and shall not be liable for the result of any interpretation or decision rendered in good faith. Claims, disputes and other matters relating to the execution and progress of the work or the interpretation of or performance under the Contract Documents shall be referred to the Engineer for decision; which he will render in writing within a reasonable time.

Changes in the Work: Without invalidating the Agreement, the City may, at any time or from time to time, order additions, deletions, or revisions in the work authorized by Change Orders. Upon receipt of a Change Order, the Contractor shall proceed with the work involved. All such work shall be executed under the applicable conditions of the Contract Documents. If any Change Order causes an increase or decrease in the Contract Price or an extension or shortening of the Contract Time, an equitable adjustment will be made.

The RPR may authorize changes or alterations in the work not involving extra cost and not inconsistent with the overall intent of the Contract Documents. These may be accomplished by a Field Order. If the Contractor believes that any minor change or alteration authorized by the RPR entitled him to an increase in the Contract Price, he may make a claim in writing.

The Contractor shall not start work on any alteration requiring an increase or decrease in price or extension of time until a Change Order setting forth the adjustments is executed by the City.

It is the Contractor's responsibility to notify his Surety of any changes affecting the general scope of the work or change in the Contract Price and the amount of the applicable Bonds shall be adjusted accordingly. The Contractor shall furnish proof of such adjustment to the City.

Change of Contract Time: The Contract Time may only be changed by a Change Order. Any claim for an extension in the Contract Time, shall be in writing delivered to the City within five days of the occurrence of the event giving rise to the claim. All claims for adjustment in the Contract Time shall be determined by the Engineer if the City and the Contractor cannot

otherwise agree. Any change in the Contract Time resulting from any such claim shall be incorporated in a Change Order.

The Contract Time will be extended in an amount equal to time lost due to delays beyond the control of the Contractor if he makes a claim therefore as provided for. Such delays shall include, but not be restricted to, acts or neglect by any separate Contractor employed by the City, fires, floods, labor disputes, epidemics, abnormal weather conditions, or acts of God.

All time limits stated in the Contract Documents are of the essence of the Agreement.

Whenever changes in the work are ordered by written Modification, the extension to the Contract Time, if an extension is to be allowed, shall be noted in the same written Modification.

Claims for extension of Contract Time will be approved only if the work or the event which causes the delay, affects the path of critical events of the project. In such case an extension of time will then be allowed only to equal the number of days by which this path of events is lengthened. If required by the Engineer, Contractor shall indicate this path of critical events, by diagram or narrative, in such detail as may be necessary to justify his claim and establish the number of days' delay. The path of critical events mentioned herein is defined as that series of interdependent construction events which must be sequentially performed and which require a longer total time to perform than any other such series. Said extension shall be, as determined by the Engineer, sufficient to compensate for the detention, provided it shall have immediate notice from the Contractor, in writing, of the cause and the probable length of the detention; however, neither an extension of any time for any reason beyond the date set herein, nor the acceptance of any work subsequent to said date, shall be deemed a waiver by the City of the right to abrogate the Contract for delay.

Weather Conditions: In the event of temporary suspension of work, or during inclement weather or whenever the Architect/Engineer shall direct, the Contractor will and will cause his subcontractors to carefully protect his and their work and materials against damage or inquiry from the weather. If, in the opinion of the Architect/Engineer, any work or materials shall have been damaged or injured by reason of failure on the part of the Contractor or any of his Subcontractors to protect this work, such materials shall be removed and replaced at the expense of the Contractor.

Photographs of the Project. If required by the Owner, the Contractor shall furnish photographs of the project, in the quantities and as described in the Section 5 of the Supplemental General Conditions.

Tests and Inspections: All materials and equipment used in the construction of the project shall be subject to adequate inspection and testing in accordance with accepted standards. The laboratory or inspection agency shall be selected by the Owner. The offer or payment of any compensation, whatever may be its character or form, the offer or giving of any gratuity, or the offer or granting of any valuable favor by the Contractor to any Inspection, directly or indirectly, is strictly prohibited, and any such act on the part of the Contractor will constitute a violation of this Contract.

If the Contract Documents, laws, ordinances, rules, regulations, or orders of any public authority

having jurisdiction require any work to specifically be inspected, tested, or approved by someone other than the Contractor, the Contractor shall give the City notice of readiness therefore. The Contractor shall furnish the City the required certificates of inspection, testing or approval. All such tests shall be in accordance with the methods prescribed by the American Society for Testing and Materials or such other applicable organization as may be required by law or the Contract Documents. If any such work required so to be inspected, tested or approved is covered without approval of the City, it shall be requested by the City, be uncovered for observation at the Contractor's expense. The cost of such inspections, tests, and approvals shall be borne by the Contractor unless otherwise provided.

The City of Zephyrhills shall be permitted to inspect all work, materials, payrolls, records of personnel, invoices of materials, and other relevant data and records.

Use and Occupancy Prior to Acceptance by City: The Contractor agrees to the use and occupancy of a portion or unit of the project before formal acceptance by the City, provided the City:

- A. Secures written consent of the Contractor except in the event, in the opinion of the Architect/Engineer, the Contractor is chargeable with unwarranted delay in final cleanup or punch list items or other contract requirements.
- B. Secures endorsement from the insurance-carrier and consent of the Surety permitting occupancy of the building or use of the project during the remaining period of construction.

Acceptance: Upon completion, the project manager shall inspect the project to assure all quality control standards are in compliance with the plans and specifications contained herein. The contract retainage five (5%) will be released for final payment upon completion of all punch list items.

General Guarantee: Neither the final certificate of payment nor any provision in the Contract Documents, nor partial or entire occupancy of the premises by the City, shall constitute an acceptance of work not done in accordance with the Contract Documents or relieve the Contractor of liability in respect to any express warranties or responsibility for faulty materials or workmanship. The Contractor shall remedy any defect in the work and pay for any damage to other work resulting there from, which shall appear within a period of one (1) year from the date of final acceptance of the work unless a longer period is specified. The City will give notice of observed defects with reasonable promptness.

City May Stop the Work: If the work is defective, or the Contractor fails to supply sufficient skilled workmen or suitable materials or equipment or if the Contractor fails to make prompt payments to Subcontractors for labor, materials, or equipment, the City may order the Contractor to stop the work, or any portion thereof, until the cause for such order has been eliminated; however, this right of the City to stop the work shall not give rise to any duty on the part of the City to exercise this right for the benefit of the Contractor or any other party.

For each consecutive calendar day that the work remains incomplete after the date established for final completion, the Contractor shall pay City and the City is authorized to retain from the compensation otherwise to be paid to the Contractor the sum of **\$750.00**. This amount is the minimum measure of damages the City will sustain by failure of the Contractor to complete all

remedial work, correct deficient work, clean up the project and other miscellaneous tasks as required to complete all work specified. This amount is in addition to the liquidated damages prescribed above, and likewise shall not be construed as a penalty.

6. SCOPE OF WORK

6.1. Project Overview

The City of Zephyrhills is soliciting bids from qualified contractors to furnish all labor, materials, equipment, permits, and services necessary to fabricate, deliver, and install new monument signage at multiple City park locations. The work will be performed in accordance with attached construction documents prepared by Kimley-Horn and Associates, Inc.

This project is intended to enhance the City's parks with attractive, durable, and consistent signage that reflects the City's branding and improves visibility for residents and visitors. Work will be performed at multiple locations, requiring careful scheduling and coordination to minimize disruption to public access and park operations. All signage will meet the City's quality standards, aesthetic guidelines, and durability requirements for long-term public use.

The project includes the following general elements:

- Fabrication and installation of monument signs at designated park sites.
- Site preparation, excavation, grading, and drainage adjustments as required.
- Utility coordination and protection.
- Installation of specified finishes, lettering, lighting, and decorative elements.
- Restoration of disturbed areas to preconstruction condition or better.

All work will comply with applicable federal, state, and local laws, codes, and regulations; Florida Department of Transportation (FDOT) Standard Specifications for Road and Bridge Construction (latest edition); *Americans with Disabilities Act* (ADA) standards; and all warranty and performance requirements specified in the contract documents.

6.2. Locations and Scope by Site

The contractor will provide all required work for the following park locations, in accordance with the construction drawings and bid forms. Quantities and finish details vary by location and will be confirmed using the provided bid forms. All signage will comply with the City's branding standards for font, color, and logo placement, and final color selections will be approved prior to fabrication.

- North Monument Sign.
- South Monument Sign.
- Depot Park Monument Sign.
- Ellis Harrold Park Monument Sign.
- Gunner Paw Park Monument Sign.
- Krusen Park Monument Sign.
- Shepard Park Monument Sign.
- Transplant Park Monument Sign.
- Veteran's Memorial Park Monument Sign.

Work at each site will include all excavation, foundation installation, signage assembly, electrical or solar lighting installation, and complete site restoration. Access, working hours, and scheduling for each location will be coordinated with the City to avoid conflicts with public events and ongoing park operations.

6.3. Contractor Responsibilities

The contractor will be responsible for completing the following tasks in the performance of this project.

Pre-Construction responsibilities include:

- Attending a pre-construction meeting with the City and Engineer.
- Submitting a detailed work schedule for City approval.
- Providing all required submittals.
- Reviewing and understanding all construction documents, specifications, and the approved fee schedule prior to mobilization.
- Obtaining all necessary permits and approvals required for construction.
- Verifying field dimensions and conditions for each sign location.
- Coordinating with utility companies to identify and protect existing services.

Site Preparation responsibilities include:

- Clearing, grubbing, and grading the site, removing all unsuitable material, debris, and vegetation.
- Protecting existing features, trees, and landscaping unless removal is approved.
- Installing temporary erosion control measures per the Stormwater Pollution Prevention Plan (SWPPP) requirements.
- Locating and marking all underground utilities in accordance with Sunshine 811 requirements.
- Installing and maintaining construction fencing or barricades to protect the work zone from public access.
- Establishing safe work zones, including traffic control where applicable.
- Ensuring each site is left in a clean and safe condition at the end of each workday.

Foundation and Structural Work responsibilities include:

- Excavating to the dimensions shown on the structural drawings.
- Installing formwork, reinforcement, and cast-in-place concrete footings.
- Installing Concrete Masonry Unit (CMU) block walls, bond beams, and structural framing as indicated.
- Ensuring reinforcement steel is tied and placed per FDOT and project specifications.
- Verifying that subgrade conditions meet compaction requirements prior to placement of concrete or masonry work.

Sign Fabrication and Installation responsibilities include:

- Fabricating precast concrete caps with sand finish, mitered corners, and drip edges.
- Installing precast concrete sign panels with white stucco finish.
- Applying Fog Turquoise Green Tile by Altoglass in continuous patterns on all faces.

- Installing Country Limestone Veneer and Smooth Cut Limestone Veneer by Oldcastle, maintaining maximum ½-inch joint gaps and mitered corners.
- Installing pin-mounted aluminum lettering in the “Blue Highway” font, backlit, matching the City’s branding standards.
- Submitting mock-ups or renderings for City approval prior to final fabrication.
- Ensuring all materials match approved submittals before installation.
- Coordinating with the City to schedule inspections of mock-ups prior to production of final components.
- Installing solar lighting systems per manufacturer’s instructions.
- Installing thick aluminum sheet metal where specified.

Electrical and Lighting responsibilities include:

- Installing all wiring, conduits, and components required for solar lighting operation.
- Providing a complete, functional lighting system upon project completion.
- Testing all lighting systems to confirm functionality, lumen output, and duration per manufacturer specifications prior to final acceptance.

Finishing and Restoration responsibilities include:

- Cleaning all surfaces of excess mortar, adhesive, and debris.
- Applying protective sealants where specified.
- Providing final cleaning of all sign faces, tile, and metal surfaces to remove construction residue prior to turnover.
- Restoring any disturbed areas with sod or seed to match existing grades and vegetation.
- Replacing any damaged sod, plantings, or hardscape adjacent to the work area, whether damage occurred directly or indirectly as a result of construction activities.
- Removing all construction debris and temporary protection.

6.4. Required Construction Submittals

The contractor will provide the following submittals for review and approval prior to commencing related work:

- Detailed project schedule.
- Shop drawings for each sign type, including elevations, structural details, and mounting methods.
- Product data sheets for all specified materials, including tile, veneer, stucco, lettering, lighting, and adhesives.
- Physical material samples for all finishes and colors.
- Renderings or mock-ups showing City logo, lettering, and color integration.
- Color and finish samples for City approval prior to procurement of final materials.
- Certificates of compliance for all materials, confirming they meet project specifications.
- Testing reports and certifications from approved laboratories for structural, concrete, or masonry materials, if applicable.
- Proposed installation sequence and site access plan for each park location.
- Traffic control plan, if work will occur near public roadways or parking areas.

- Material Safety Data Sheets (MSDS) for all products used.
- Manufacturer's warranties and installation guidelines for all components.
- Draft warranty documents and operation/maintenance manuals for all lighting systems.
- As-built survey prepared by a Florida-licensed Professional Land Surveyor.
- Final as-built drawings showing exact installation locations, dimensions, and materials used.

6.5. Measurement and Payment

The following requirements apply to measurement and payment for the project:

- Payment will be made based on completed, accepted work per the bid form line items.
- Quantities listed in the bid form are estimates only and will be verified by the contractor.
- Lump sum items will be paid upon completion and acceptance of the full scope of work for that item.
- Unit price items will be measured in place and verified by the City prior to payment.
- Partial payments may be made for completed portions of work that meet the City's acceptance criteria.
- The City reserves the right to withhold payment for incomplete, non-compliant, or defective work until such work is corrected to the City's satisfaction.
- No additional payment will be made for work required to meet the contract documents unless approved in writing by the City.
- Any changes affecting quantities or scope must be approved via a written change order prior to the work being performed.

6.6. Quality Control

The contractor will implement a quality control process that includes the following requirements:

- Maintaining one set of approved plans and specifications on site at all times.
- Conducting inspections at key milestones with the City and Engineer.
- Holding pre-installation meetings for each major work element to review methods, materials, and quality expectations with the City and Engineer.
- Maintaining daily construction logs, including weather conditions, workforce, materials used, and progress achieved, to be available for City review.
- Verifying that all delivered materials match approved submittals before installation, and rejecting non-conforming materials.
- Completing mock-ups or sample panels for approval prior to starting full installation of finishes, lettering, or lighting systems.
- Submitting compaction, concrete, and other material test results directly from an approved testing agency to the City and Engineer.
- Addressing any deficiencies promptly at no additional cost to the City.
- Coordinating and participating in a final inspection and punch list review with the City and Engineer prior to final acceptance.

6.7. Safety and Environmental

The contractor will maintain a safe and environmentally compliant jobsite for the duration of the project as follows:

- Following all Occupational Safety and Health Administration (OSHA), FDOT, and City of Zephyrhills safety requirements.
- Providing and maintaining all required safety equipment, signage, and barriers to protect workers and the public.
- Conducting regular safety meetings and ensuring all workers are trained in relevant safety procedures.
- Implementing dust control, noise mitigation, and site security measures to minimize disruption to surrounding areas.
- Complying with all erosion and sediment control measures until final stabilization is achieved.
- Maintaining stormwater pollution prevention measures per the SWPPP and National Pollutant Discharge Elimination System (NPDES) permit requirements.
- Managing and disposing of construction waste and debris in accordance with federal, state, and local regulations.
- Immediately reporting any accidents, spills, or environmental incidents to the City and taking corrective action as required.

6.8. Sequence of Work

The work will generally be performed in the following sequence unless otherwise approved by the City. Certain activities, such as off-site fabrication, may occur concurrently with on-site preparation to optimize the project schedule. All phases of work will comply with applicable safety, quality control, and environmental requirements.

- Mobilization and Pre-Construction Coordination: Delivery of equipment and materials, establishment of staging areas, and completion of pre-construction meetings with the City and Engineer.
- Site Preparation and Erosion Control Installation: Clearing, grading, and installation of erosion and sediment control measures prior to construction activities.
- Foundation and Structural Installation: Excavation, formwork, reinforcement, and construction of footings, walls, and structural components.
- Sign Fabrication and Finish Application: Off-site fabrication of sign components, application of finishes, lettering, veneer, and decorative elements per approved submittals.
- Electrical and Lighting Installation: Installation of wiring, conduits, solar lighting, and related components, with required testing prior to final acceptance.
- Final Clean-Up and Site Restoration: Removal of debris, restoration of disturbed areas, and application of protective coatings or sealants as specified.
- Punch-List Completion and Final Acceptance: Completion of all outstanding items, final inspections with the City and Engineer, and written acceptance of the work.

6.9. Acceptance Criteria

Final acceptance will be based on the following criteria:

- Completion of all work in full compliance with the contract documents, applicable laws, codes, and permit requirements.
- Submission and approval of all required submittals, warranties, operation and maintenance manuals, and certifications.
- Completion of the as-built survey and verification of all dimensions and locations against approved plans.
- Successful testing and demonstration of all systems, including lighting, to confirm proper operation.
- Workmanship and materials meeting all quality requirements specified in the contract documents.
- Restoration of all disturbed areas to preconstruction condition or better, free of debris, stains, or damage.
- Joint walkthrough with the City and Engineer confirming that all punch-list items are resolved.
- Receipt of formal written acceptance from the City prior to release of final payment.

6.10. Warranty

The contractor will meet the following warranty requirements:

- Providing a minimum two-year warranty on workmanship and installation, commencing on the date of the City's formal written acceptance of the project.
- Providing manufacturer warranties for all materials, components, and lighting systems, with warranties fully transferable to the City.
- Repairing or replacing any defective work, materials, or components at no cost to the City during the warranty period, including all associated labor, equipment, and materials.
- Completing warranty repairs within 14 calendar days of written notification by the City, unless otherwise approved.
- Ensuring that all replacement materials match the original installation in appearance, performance, and quality.

6.11. References and Standards

All work will conform to the latest editions and revisions of the following standards and documents, unless otherwise noted:

- FDOT Standard Specifications for Road and Bridge Construction.
- City of Zephyrhills construction standards, ordinances, and permitting requirements.
- Florida Building Code (FBC) and all applicable local building regulations.
- ADA standards and applicable Florida Accessibility Code.
- Applicable standards of the American Society for Testing and Materials (ASTM) and American Concrete Institute (ACI) for materials and workmanship.
- OSHA safety requirements.
- Applicable NPDES permit requirements.

- Attached construction documents prepared by Kimley-Horn & Associates, Inc.
- Any additional federal, state, or local environmental and safety regulations applicable to the scope of work.
- In the event of a conflict between standards, the more stringent requirement will govern unless otherwise approved by the City in writing.

6.12. Completion Time

The contractor will commence work within the timeframe specified in the Notice to Proceed and will achieve substantial completion of all signage installation within the contract period stated in the agreement.

7. PRICING PROPOSALS

In accordance with the Specifications contained herein, I certify that any and all information contained in this bid response is true; and I further certify that this bid is made without prior understanding, agreement, or connections with any corporation, firm or person submitting a bid for the same materials, supplies, equipment, or services and is in all respects fair and without collusion or fraud. I agree to abide by all terms and conditions of the bid, and certify that I am authorized to sign for the applicant firm. *Please print the following and sign your name.*

Bidder shall include 10% contingency of total contract sum for any additional materials or labor (if needed) within the scope of the project. Any contingency items shall be approved by written change order (no exceptions). NOTE: To be paid in full upon substantial completion in writing by both parties.

NORTH MONUMENT SIGN

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Sign Structure	1	LS		
2	3" Precast Concrete Cap	2	EA		
3	Precast Concrete Sign	1	LS		
4	Fog Turquoise Green Tile	48	SF		
5	Country Limestone Veneer	97	SF		
6	Smooth Cut Limestone Veneer	40	SF		
7	White Stucco Finish	77	SF		
8	Pin Mounted Aluminum Lettering	1	LS		
9	Solar Lighting	1	LS		

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
TOTAL					

SOUTH MONUMENT SIGN

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Sign Structure	1	LS		
2	3" Precast Concrete Cap	2	EA		
3	Fog Turquoise Green Tile	12	SF		
4	Country Limestone Veneer	20	SF		
5	Smooth Cut Limestone Veneer	25	SF		
6	White Stucco Finish	19	SF		
7	Pin Mounted Aluminum Lettering	1	LS		
8	Solar Lighting	1	LS		
TOTAL					

DEPOT PARK MONUMENT SIGN

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Sign Structure	1	LS		
2	3" Precast Concrete Cap	2	EA		
3	Precast Concrete Sign	1	LS		
4	Fog Turquoise Green Tile	34	SF		
5	Country Limestone Veneer	62	SF		
6	Smooth Cut Limestone Veneer	19	SF		

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
7	White Stucco Finish	37	SF		
8	Pin Mounted Aluminum Lettering	1	LS		
9	Solar Lighting	1	LS		
TOTAL					

ELLIS HARROLD PARK MONUMENT SIGN

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Sign Structure	1	LS		
2	3" Precast Concrete Cap	2	EA		
3	Fog Turquoise Green Tile	9	SF		
4	Country Limestone Veneer	18	SF		
5	Smooth Cut Limestone Veneer	23	SF		
6	White Stucco Finish	19	SF		
7	Pin Mounted Aluminum Lettering	1	LS		
8	Solar Lighting	1	LS		
9	Thick Aluminum Sheet Metal	40	SF		
TOTAL					

GUNNER PAW PARK MONUMENT SIGN

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Sign Structure	1	LS		
2	3" Precast Concrete Cap	2	EA		

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
3	Precast Concrete Sign	1	LS		
4	Fog Turquoise Green Tile	34	SF		
5	Country Limestone Veneer	62	SF		
6	Smooth Cut Limestone Veneer	19	SF		
7	White Stucco Finish	37	SF		
8	Pin Mounted Aluminum Lettering	1	LS		
9	Solar Lighting	1	LS		
TOTAL					

KRUSEN PARK MONUMENT SIGN

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Sign Structure	1	LS		
2	3" Precast Concrete Cap	2	EA		
3	Precast Concrete Sign	1	LS		
4	Fog Turquoise Green Tile	34	SF		
5	Country Limestone Veneer	62	SF		
6	Smooth Cut Limestone Veneer	19	SF		
7	White Stucco Finish	37	SF		
8	Pin Mounted Aluminum Lettering	1	LS		
9	Solar Lighting	1	LS		
TOTAL					

SHEPARD PARK MONUMENT SIGN

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Sign Structure	1	LS		
2	3" Precast Concrete Cap	4	EA		
3	Precast Concrete Sign	2	LS		
4	Fog Turquoise Green Tile	62	SF		
5	Country Limestone Veneer	76	SF		
6	Smooth Cut Limestone Veneer	56	SF		
7	White Stucco Finish	85	SF		
8	Pin Mounted Aluminum Lettering	1	LS		
9	Solar Lighting	1	LS		
TOTAL					

TRANSPLANT PARK MONUMENT SIGN

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Sign Structure	1	LS		
2	3" Precast Concrete Cap	2	EA		
3	Fog Turquoise Green Tile	14	SF		
4	Country Limestone Veneer	20	SF		
5	Smooth Cut Limestone Veneer	26	SF		
6	White Stucco Finish	19	SF		
7	Pin Mounted Aluminum Lettering	1	LS		
8	Solar Lighting	1	LS		
TOTAL					

VETERAN'S MEMORIAL PARK MONUMENT SIGN

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Sign Structure	1	LS		
2	3" Precast Concrete Cap	2	EA		
3	Precast Concrete Sign	1	LS		
4	Fog Turquoise Green Tile	34	SF		
5	Country Limestone Veneer	62	SF		
6	Smooth Cut Limestone Veneer	19	SF		
7	White Stucco Finish	37	SF		
8	Pin Mounted Aluminum Lettering	1	LS		
9	Solar Lighting	1	LS		
TOTAL					

CONTINGENCY

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Contingency - 10%	1	EA		
TOTAL					

8. VENDOR RESPONSE

8.1. AIA DOCUMENT A310 - BID BOND*

A certified, signed bid bond is REQUIRED.

Please download the below documents, complete, and upload.

- [Bid Bond.pdf](#)

*Response required

8.2. Right to Waive*

The Bidder hereby agrees that the City reserves the right to waive any bid and to reject any or all bids, or to accept any bid that in its judgment will be in the best interest of the City. The bidder's

signature understands and acknowledges the requirements set forth in this bid package.

☐ Please confirm

*Response required

8.3. PUBLIC ENTITY CRIMES*

Please download the below documents, complete, and upload.

- [ZEPH PUBLIC ENTITY CRIME.pdf](#)

*Response required

8.4. NON-COLLUSIVE AFFIDAVIT*

Please download the below documents, complete, and upload.

- [Non_Collusive.pdf](#)

*Response required

8.5. DRUG-FREE WORKPLACE *

The undersigned vendor, in accordance with Florida Statute 287.087, hereby certifies that it does:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or pleas of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm fully complies with the above requirements.

☐ Please confirm

*Response required

8.6. E-VERIFY CERTIFICATION FORM *

All vendors, contractors and subcontractors doing business with the City of Zephyrhills must certify that they have implemented the federal E-Verify program.

E-Verify is a federal system established by the Department of Homeland Security to determine the immigration and work-eligibility status of prospective employees. Detailed E-Verify program information for employers can be found at <http://www.dhs.gov/e-verify>.

Prior to providing goods or services to the City of Zephyrhills, vendors must certify compliance with the federal E-Verify program. In the case of contractors, this includes obtaining written certification from all subcontractors who will participate in the performance of the contract. The certification below has been prepared for all vendors and contractors to use for this purpose. All subcontractor certifications must be kept on file with the contract vendor and made available to the state and/or City upon request.

CERTIFICATION

(In accordance with Executive Order No. 11-02)

I certify that the company shown below is in compliance with the above statement and that I am authorized to sign on its behalf.

☐ Please confirm

*Response required

8.7. Upon review of this project's plans and construction documents are you aware of any apparent errors or omissions?*

If YES, please provide a detailed explanation of any apparent errors or omissions within next question.

☐ Yes

☐ No

*Response required

8.8. If YES answered on Errors and Omissions, please provide a detailed explanation of any apparent errors or omissions within next question.

8.9. REFERENCES – Projects of SIMILAR Scope *

Provide References within the last five (5) years - minimum 5 references

*Response required

8.10. REFERENCES – Current ACTIVE Projects*

Provide References within the last five (5) years - minimum 5 references

*Response required

8.11. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion
Vendor certifies, by submission of this document, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal Department or Agency.

If Vendor is unable to certify - attach explanation on next question.

☐ Please confirm

8.12. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion *
Please download the below documents, complete, and upload.

- [Federal Debarment Certifica...](#)

*Response required

8.13. Business Licenses and Certifications

Upload all business licenses and certifications applicable to the bid response.

8.14. AMERICANS WITH DISABILITIES ACT OF 1990 (ADA)*

The Contractor will comply with all the requirements imposed by the ADA (42 USC 12012. Et. Seq.) the regulations of the Federal government issued thereunder, and the assurance by the Contractor pursuant thereto

☐ Please confirm

*Response required

8.15. AUDITS AND INSPECTIONS*

Vendors shall permit State and Federal authorized representative(s) to inspect all work, materials, payrolls, records; and to audit the books, records and accounts pertaining to the Project. Notification to the City's Project Manager will be made by the Vendor if such requests and access is provided.

☐ Please confirm

*Response required

8.16. CLEAN AIR ACT & FEDERAL WATER POLLUTION CONTROL ACT*

The Contractor will comply with all requirements imposed by the CLEAN AIR ACT, codified as 42 U.S.C. 7401 et seq and the Federal Water Pollution Control Act (Clean Water Act) 33 U.S.C. 1251-1387, the regulations of the Federal government issued thereunder, and the assurance by the Contractor pursuant thereto.

☐ Please confirm

*Response required

8.17. COPYRIGHT RESTRICTIONS*

No material prepared under this agreement shall be subject to copyright in the United States or any other country.

☐ Please confirm

*Response required

8.18. DEPT NOT OBLIGATED TO THIRD PARTIES*

The City, State and/or Federal agency shall not be obligated or liable hereunder to any party other than the agency in regards to this Project.

☐ Please confirm

*Response required

8.19. DISADVANTAGED BUSINESS ENTERPRISE (DBE) POLICY*

DBE Policy: It is the policy of the Department that Disadvantaged Business Enterprises (DBE) as defined in 49 CFR Part 2, as amended, shall have the opportunity to participate in the performance of contracts financed in whole or in part with State and/or Federal funds under this Project.

☐ Please confirm

*Response required

8.20. BYRD ANTI LOBBYING AMENDMENT*

Prohibits the use of appropriated funds by recipients of a "Federal Contract" for purposes of influencing or attempting to influence federal officials in connection with a "Federal action," such as the awarding of a "Federal contract".

☐ Please confirm

*Response required

8.21. BYRD ANTI-LOBBYING CERTIFICATION*

Please download the below documents, complete, and upload.

- [BYRD ANTI-LOBBYING CERTIFIC...](#)

*Response required

8.22. COPELAND ANTI-KICKBACK ACT*

This provision prohibits contractors & subcontractors performing work on covered contracts for construction, prosecution, repair, or completion of public buildings, public works or works financed in whole or in part by loans or grants from the United States from in any way inducing an employee to give up any part of the compensation to which he or she is entitled. This also requires contracts to pay their employees on a weekly basis and in cash or a negotiable instrument payable on demand and to submit weekly payroll reports of the wages paid to their laborers and mechanics during the preceding payroll period.

☐ Please confirm

*Response required

8.23. SMALL & MINORITY BUSINESS AFFIDAVIT*

Please download the below documents, complete, and upload.

- [Small & Minority Business A...](#)

*Response required

8.24. NO COERCION OF LABOR AFFIDAVIT*

Please download the below documents, complete, and upload.

- [36641134v1 - Trafficking Af...](#)

*Response required

8.25. FOREIGN COUNTRY OF CONCERN ATTESTATION*

Please download the below documents, complete, and upload.

- [36994068v1 - PUR 1355 Forei...](#)

*Response required

8.26. WORK HOURS & SAFETY STANDARDS ACT 40 USC 327*

You are aware and will comply with the Work Hours and Safety Standards Act (CWHSSA) which provides laborers or mechanics shall be paid wages at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in a workweek.

☐ Please confirm

*Response required

8.27. DOMESTIC PREFERENCES*

As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase order for work or products under this award.

☐ Please confirm

*Response required

8.28. ENVIRONMENTAL REGULATIONS*

The Vendor certifies that the Project will be carried out in conformance with all applicable environmental regulations included in the securing of any applicable permits. The Vendor will be solely responsible for any liability in the event of non-compliance with the applicable environmental regulations, including the securing of any applicable permits, and will reimburse the State and/or Federal agency for any loss incurred in connection therewith.

☐ Please confirm

*Response required

8.29. EQUAL EMPLOYMENT OPPORTUNITY*

Vendor shall not discriminate against any employee or applicant for employment because of race, age, creed, color, sex, or national origin. The Vendor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, age, creed, color, sex, or national origin. Such action shall include, but not be limited to, the following: Employment upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

☐ Please confirm

*Response required

8.30. DELEGATES, CONGRESS OR LEGISLATURE MEMBERS*

The Vendor shall not permit a member or delegate to the Congress of the United States or the State of Florida Legislature, to any share or part of the Contract or any benefit arising therefrom.

☐ Please confirm

*Response required

8.31. INSPECTOR GENERAL COOPERATION*

The Vendor agrees to comply with Section 20.055(5), Florida Statutes, and to incorporate in all subcontracts the obligation to comply with Section 20.055(5), Florida Statutes for the compliance to conduct reviews and evaluations on financial; compliance, electronic data processing and performance audits of and preparation of audit reports of the findings.

☐ Please confirm

*Response required

8.32. RECOVERED MATERIALS PROCUREMENT*

40 CFR part 247, Section 6002 for Procurement of Recovered Materials states a non-federal entity that is a State agency or agency of a political subdivision of a State and its contractors must comply with section 6002 of the Solid Waste Disposal act, as amended by the Resource Conversation and Recovery Act.

☐ Please confirm

*Response required

8.33. PROHIBITED INTERESTS*

“Material interest” means direct or indirect ownership of more than five (5) percent of the total assets of capital stock of any business entity.

The Vendor shall not enter into any subcontract or arrangement in connection with the Project or any property included or planned to be included in the project, with any person or entity who was represented before the Vendor by any person who at the time during the immediately preceding two (2) years was an officer, director or employee of the Vendor.

☐ Please confirm

*Response required

8.34. TELECOMMUNICATION EQUIPMENT OR SERVICES*

The Contractor will comply with all requirements imposed by FAR 85 FR 53126 Defense Department for the use of covered telecommunications equipment or services, or any equipment, system or service that uses covered telecommunications equipment or services. By confirmation of this regulation issued thereunder, and the assurance by the Contractor pursuant thereto

☐ Please confirm

*Response required

8.35. RIGHTS AND REMEDIES NOT WAIVED*

In no event shall the making any payment to the Vendor via the City constitute or be construed as a waiver by the State and/or Federal agency of any breach of covenant or any default which may then exist, on the part of the Vendor, and the making of such payment by the City while any such breach or default shall exist shall in no way impair or prejudice any right or remedy available to the State and/or Federal agency with respect to such breach or default.

☐ Please confirm

*Response required

8.36. SEVERABILITY*

If any provision of this agreement is held invalid, the remainder of this Agreement shall not be affected. In such an instance the remainder would then continue to conform to the terms and requirements of applicable law.

☐ Please confirm

*Response required

8.37. CIVIL RIGHTS ACT OF 1964*

The Vendor will comply with all requirements imposed by Title VI of the Civil Rights Act of 1964 (42 USC 2000d, et. Seq), the Regulations of the Federal Department of Transportation issued thereunder, and the assurance by the Vendor pursuant thereto

☐ Please confirm

*Response required

8.38. CIVIL RIGHTS ACT OF 1968*

The Vendor will comply with all the requirements imposed by Title VIII of the Civil Rights Act of 1968, (42 USC 3601, et seq.,) which among other things, prohibits discrimination in employment on the basis of race, color, national origin, creed, sex and age.

☐ Please confirm

*Response required

8.39. Addenda / Questions & Responses*

By clicking on confirm you acknowledge you have downloaded all addendums published and read all questions and responses to this solicitation.

☐ Please confirm

*Response required

8.40. Point of Contact for Solicitation (Name/Email/Phone)*

*Response required

8.41. Authorized Signatory*

*Response required

8.42. Name and Title of Authorized Signatory*

Enter the Name and Title of the Authorized Signatory

*Response required

8.43. By clicking confirm, the authorized signatory is confirming that they are authorized to bind the entity to the contract*

By clicking confirm the Authorized Signatory is certifying that this Response is made without prior understanding, agreement, connections with any corporation, firm or person submitting a Response for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I agree to all conditions of this Bid/Proposal and certify that I am authorized to sign this Response for the company. In submitting a Response to the City of Zephyrhills, the Responder offers and agrees that if the Response is accepted, the Company will convey, sell,

assign or transfer to the City of Zephyrhills all rights, title and interest in and all causes of action it may now or hereafter acquire under the Anti-trust laws of the United States and the State of Florida for price fixing relating to the particular commodities or services purchased or acquired by the City of Zephyrhills. At the City's discretion, such assignment shall be made and become effective at the time the City tenders final payment to the Company.

*Response required



Kenco Sign and Awning LLC Response

Pricing unsealed at Sep 19, 2025 10:10 AM

CONTACT INFORMATION

Company

Kenco Sign and Awning LLC

Email

ledpartnersfl@gmail.com

Contact

RAYMOND WEBB

Address

1539 GARDEN AVE
HOLLY HILL, FL 32117

Phone

(386) 672-1590

Website

www.kenco2000inc.com

Submission Date

Sep 18, 2025 2:37 PM (Eastern Time)

ADDENDA CONFIRMATION

No addenda issued

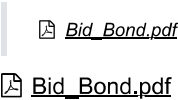
QUESTIONNAIRE

1. AIA DOCUMENT A310 - BID BOND*

☒ Pass ☐ Fail

A certified, signed bid bond is REQUIRED.

Please download the below documents, complete, and upload.



2. Right to Waive*

☒ Pass ☐ Fail

The Bidder hereby agrees that the City reserves the right to waive any bid and to reject any or all bids, or to accept any bid that in its judgment will be in the best interest of the City. The bidder's signature understands and acknowledges the requirements set forth in this bid package.

☒ Confirmed

3. PUBLIC ENTITY CRIMES*

☒ Pass ☐ Fail

Please download the below documents, complete, and upload.



 [Public_Entity_Crimes.pdf](#)

4. NON-COLLUSIVE AFFIDAVIT*

☒ Pass ☐ Fail

Please download the below documents, complete, and upload.

 [Non_Collusive.pdf](#)

 [Non_Collusive_Affidavit.pdf](#)

5. DRUG-FREE WORKPLACE *

☒ Pass ☐ Fail

The undersigned vendor, in accordance with Florida Statute 287.087, hereby certifies that it does:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or pleas of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm fully complies with the above requirements.

☒ Confirmed

6. E-VERIFY CERTIFICATION FORM *

☒ Pass ☐ Fail

All vendors, contractors and subcontractors doing business with the City of Zephyrhills must certify that they have implemented the federal E-Verify program.

E-Verify is a federal system established by the Department of Homeland Security to determine the immigration and work-eligibility status of prospective employees. Detailed E-Verify program information for employers can be found at <http://www.dhs.gov/e-verify>.

Prior to providing goods or services to the City of Zephyrhills, vendors must certify compliance with the federal E-Verify program. In the case of contractors, this includes obtaining written certification from all subcontractors who will participate in the performance of the contract. The certification below has been prepared for all vendors and contractors to use for this purpose. All subcontractor certifications must be kept on file with the contract vendor and made available to the state and/or City upon request.

CERTIFICATION

(In accordance with Executive Order No. 11-02)

I certify that the company shown below is in compliance with the above statement and that I am authorized to sign on its behalf.

☒ Confirmed

7. Upon review of this project's plans and construction documents are you aware of any apparent errors or omissions?*

If YES, please provide a detailed explanation of any apparent errors or omissions within next question.

☒ Pass ☐ Fail

No

8. If YES answered on Errors and Omissions, please provide a detailed explanation of any apparent errors or omissions within next question.

n/a

☒ Pass ☐ Fail

9. REFERENCES – Projects of SIMILAR Scope *

☒ Pass ☐ Fail

Provide References within the last five (5) years - minimum 5 references

 [Reference_List_New.pdf](#)

 [Reference_Photos.pdf](#)

10. REFERENCES – Current ACTIVE Projects*

☒ Pass ☐ Fail

Provide References within the last five (5) years - minimum 5 references

 [KEY_WEST_HISTORIC_SEAPORT_REF.pdf](#)

 [CITY_OF_AOPKA_REF.pdf](#)

 [HILLSBOROUGH_COUNTY_PUBLIC_SCHOOLS_REF.pdf](#)

 [Orange_City_Parks.pdf](#)

 [Orange_City_Welcome.pdf](#)

 [I_75_Ocala_Bridge.pdf](#)

11. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion

☒ Pass ☐ Fail

Vendor certifies, by submission of this document, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal Department or Agency.

If Vendor is unable to certify - attach explanation on next question.

☒ Confirmed

12. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion *

☒ Pass ☐ Fail

Please download the below documents, complete, and upload.

 [Federal_Debarment_Certification_Form.pdf](#)

 [Federal_Debarment_Certification.pdf](#)

13. Business Licenses and Certifications

☒ Pass ☐ Fail

Upload all business licenses and certifications applicable to the bid response.

 [2025_Dept_of_State_Cert.pdf](#)

 [2025_W-9.pdf](#)

 [Date_of_Incorporation.pdf](#)

 [DBPR_License.pdf](#)

 [COMPANY_INFO.pdf](#)

14. AMERICANS WITH DISABILITIES ACT OF 1990 (ADA)*

☒ Pass ☐ Fail

The Contractor will comply with all the requirements imposed by the ADA (42 USC 12012. Et. Seq.) the regulations of the Federal government issued thereunder, and the assurance by the Contractor pursuant thereto

☒ Confirmed

15. AUDITS AND INSPECTIONS*

☒ Pass ☐ Fail

Vendors shall permit State and Federal authorized representative(s) to inspect all work, materials, payrolls, records; and to audit the books, records and accounts pertaining to the Project. Notification to the City's Project Manager will be made by the Vendor if such requests and access is provided.

☒ Confirmed**16. CLEAN AIR ACT & FEDERAL WATER POLLUTION CONTROL ACT***☒ Pass ☐ Fail

The Contractor will comply with all requirements imposed by the CLEAN AIR ACT, codified as 42 U.S.C. 7401 et seq and the Federal Water Pollution Control Act (Clean Water Act) 33 U.S.C. 1251-1387, the regulations of the Federal government issued thereunder, and the assurance by the Contractor pursuant thereto.

☒ Confirmed**17. COPYRIGHT RESTRICTIONS***☒ Pass ☐ Fail

No material prepared under this agreement shall be subject to copyright in the United States or any other country.

☒ Confirmed**18. DEPT NOT OBLIGATED TO THIRD PARTIES***☒ Pass ☐ Fail

The City, State and/or Federal agency shall not be obligated or liable hereunder to any party other than the agency in regards to this Project.

☒ Confirmed**19. DISADVANTAGED BUSINESS ENTERPRISE (DBE) POLICY***☒ Pass ☐ Fail

DBE Policy: It is the policy of the Department that Disadvantaged Business Enterprises (DBE) as defined in 49 CFR Part 2, as amended, shall have the opportunity to participate in the performance of contracts financed in whole or in part with State and/or Federal funds under this Project.

☒ Confirmed**20. BYRD ANTI LOBBYING AMENDMENT***☒ Pass ☐ Fail

Prohibits the use of appropriated funds by recipients of a "Federal Contract" for purposes of influencing or attempting to influence federal officials in connection with a "Federal action," such as the awarding of a "Federal contract".

☒ Confirmed**21. BYRD ANTI-LOBBYING CERTIFICATION***☒ Pass ☐ Fail

Please download the below documents, complete, and upload.

 [BYRD_ANTI-LOBBYING_CERTIFICATION - Copy_\(1\).pdf](#)

 [Byrd_Anti_Lobbying_Certification.pdf](#)

22. COPELAND ANTI-KICKBACK ACT*☒ Pass ☐ Fail

This provision prohibits contractors & subcontractors performing work on covered contracts for construction, prosecution, repair, or completion of public buildings, public works or works financed in whole or in part by loans or grants from the United States from in any way inducing an employee to give up any part of the compensation to which he or she is entitled. This also requires contracts to pay their employees on a weekly basis and in cash or a negotiable instrument payable on demand and to submit weekly payroll reports of the wages paid to their laborers and mechanics during the preceding payroll period.

☒ Confirmed**23. SMALL & MINORITY BUSINESS AFFIDAVIT***☒ Pass ☐ Fail

Please download the below documents, complete, and upload.

 [Small_&_Minority_Business_Affidavit.pdf](#)

 [Affidavit_of_Compliance.pdf](#)

24. NO COERCION OF LABOR AFFIDAVIT*☒ Pass ☐ Fail

Please download the below documents, complete, and upload.

 [36641134v1 - Trafficking_Affidavit.docx](#)

 [No_Coercion_of_Labor_Affidavit.pdf](#)

25. FOREIGN COUNTRY OF CONCERN ATTESTATION*

☒ Pass ☐ Fail

Please download the below documents, complete, and upload.

 [36994068v1 - PUR 1355 Foreign Country of Concern Attestation.docx](#)

 [Foreign_Country_of_Concern.pdf](#)

26. WORK HOURS & SAFETY STANDARDS ACT 40 USC 327*

☒ Pass ☐ Fail

You are aware and will comply with the Work Hours and Safety Standards Act (CWHSSA) which provides laborers or mechanics shall be paid wages at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in a workweek.

☒ Confirmed

27. DOMESTIC PREFERENCES*

☒ Pass ☐ Fail

As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase order for work or products under this award.

☒ Confirmed

28. ENVIRONMENTAL REGULATIONS*

☒ Pass ☐ Fail

The Vendor certifies that the Project will be carried out in conformance with all applicable environmental regulations included in the securing of any applicable permits. The Vendor will be solely responsible for any liability in the event of non-compliance with the applicable environmental regulations, including the securing of any applicable permits, and will reimburse the State and/or Federal agency for any loss incurred in connection therewith.

☒ Confirmed

29. EQUAL EMPLOYMENT OPPORTUNITY*

☒ Pass ☐ Fail

Vendor shall not discriminate against any employee or applicant for employment because of race, age, creed, color, sex, or national origin. The Vendor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, age, creed, color, sex, or national origin. Such action shall include, but not be limited to, the following: Employment upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

☒ Confirmed

30. DELEGATES, CONGRESS OR LEGISLATURE MEMBERS*

☒ Pass ☐ Fail

The Vendor shall not permit a member or delegate to the Congress of the United States or the State of Florida Legislature, to any share or part of the Contract or any benefit arising therefrom.

☒ Confirmed

31. INSPECTOR GENERAL COOPERATION*

☒ Pass ☐ Fail

The Vendor agrees to comply with Section 20.055(5), Florida Statutes, and to incorporate in all subcontracts the obligation to comply with Section 20.055(5), Florida Statutes for the compliance to conduct reviews and evaluations on financial; compliance, electronic data processing and performance audits of and preparation of audit reports of the findings.

☒ Confirmed

32. RECOVERED MATERIALS PROCUREMENT*

☒ Pass ☐ Fail

40 CFR part 247, Section 6002 for Procurement of Recovered Materials states a non-federal entity that is a State agency or agency of a political subdivision of a State and its contractors must comply with section 6002 of the Solid Waste Disposal act, as amended by the Resource Conversation and Recovery Act.

☒ Confirmed

33. PROHIBITED INTERESTS*☒ Pass ☐ Fail

"Material interest" means direct or indirect ownership of more than five (5) percent of the total assets of capital stock of any business entity.

The Vendor shall not enter into any subcontract or arrangement in connection with the Project or any property included or planned to be included in the project, with any person or entity who was represented before the Vendor by any person who at the time during the immediately preceding two (2) years was an officer, director or employee of the Vendor.

☒ Confirmed**34. TELECOMMUNICATION EQUIPMENT OR SERVICES***☒ Pass ☐ Fail

The Contractor will comply with all requirements imposed by FAR 85 FR 53126 Defense Department for the use of covered telecommunications equipment or services, or any equipment, system or service that uses covered telecommunications equipment or services. By confirmation of this regulation issued thereunder, and the assurance by the Contractor pursuant thereto

☒ Confirmed**35. RIGHTS AND REMEDIES NOT WAIVED***☒ Pass ☐ Fail

In no event shall the making any payment to the Vendor via the City constitute or be construed as a waiver by the State and/or Federal agency of any breach of covenant or any default which may then exist, on the part of the Vendor, and the making of such payment by the City while any such breach or default shall exist shall in no way impair or prejudice any right or remedy available to the State and/or Federal agency with respect to such breach or default.

☒ Confirmed**36. SEVERABILITY***☒ Pass ☐ Fail

If any provision of this agreement is held invalid, the remainder of this Agreement shall not be affected. In such an instance the remainder would then continue to conform to the terms and requirements of applicable law.

☒ Confirmed**37. CIVIL RIGHTS ACT OF 1964***☒ Pass ☐ Fail

The Vendor will comply with all requirements imposed by Title VI of the Civil Rights Act of 1964 (42 USC 2000d, et. Seq), the Regulations of the Federal Department of Transportation issued thereunder, and the assurance by the Vendor pursuant thereto

☒ Confirmed**38. CIVIL RIGHTS ACT OF 1968***☒ Pass ☐ Fail

The Vendor will comply with all the requirements imposed by Title VIII of the Civil Rights Act of 1968, (42 USC 3601, et seq.,) which among other things, prohibits discrimination in employment on the basis of race, color, national origin, creed, sex and age.

☒ Confirmed**39. Addenda / Questions & Responses***☒ Pass ☐ Fail

By clicking on confirm you acknowledge you have downloaded all addendums published and read all questions and responses to this solicitation.

☒ Confirmed**40. Point of Contact for Solicitation (Name/Email/Phone)***☒ Pass ☐ Fail

RAYMOND WEBB ledpartnersfl@gmail.com (386) 672-1590

41. Authorized Signatory*☒ Pass ☐ Fail

RAYMOND WEBB

42. Name and Title of Authorized Signatory*☒ Pass ☐ Fail

Enter the Name and Title of the Authorized Signatory

RAYMOND WEBB PRESIDENT

43. By clicking confirm, the authorized signatory is confirming that they are authorized to bind the entity to the contract*

By clicking confirm the Authorized Signatory is certifying that this Response is made without prior understanding, ☒ Pass ☐ Fail agreement, connections with any corporation, firm or person submitting a Response for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I agree to all conditions of this Bid/Proposal and certify that I am authorized to sign this Response for the company. In submitting a Response to the City of Zephyrhills, the Responder offers and agrees that if the Response is accepted, the Company will convey, sell, assign or transfer to the City of Zephyrhills all rights, title and interest in and all causes of action it may now or hereafter acquire under the Anti-trust laws of the United States and the State of Florida for price fixing relating to the particular commodities or services purchased or acquired by the City of Zephyrhills. At the City's discretion, such assignment shall be made and become effective at the time the City tenders final payment to the Company.

CONFIRM

PRICE TABLES

North Monument Sign

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Sign Structure	1	LS	\$5,000.00	\$5,000.00
2	3" Precast Concrete Cap	2	EA	\$2,500.00	\$5,000.00
3	Precast Concrete Sign	1	LS	\$10,000.00	\$10,000.00
4	Fog Turquoise Green Tile	48	SF	\$104.17	\$5,000.16
5	Country Limestone Veneer	97	SF	\$51.55	\$5,000.35
6	Smooth Cut Limestone Veneer	40	SF	\$125.00	\$5,000.00
7	White Stucco Finish	77	SF	\$64.93	\$4,999.61
8	Pin Mounted Aluminum Lettering	1	LS	\$5,000.00	\$5,000.00
9	Solar Lighting	1	LS	\$5,000.00	\$5,000.00
Total					\$50,000.12

South Monument Sign

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Sign Structure	1	LS	\$5,000.00	\$5,000.00
2	3" Precast Concrete Cap	2	EA	\$5,000.00	\$10,000.00
3	Fog Turquoise Green Tile	12	SF	\$416.66	\$4,999.92
4	Country Limestone Veneer	20	SF	\$250.00	\$5,000.00

5	Smooth Cut Limestone Veneer	25	SF	\$200.00	\$5,000.00
6	White Stucco Finish	19	SF	\$263.15	\$4,999.85
7	Pin Mounted Aluminum Lettering	1	LS	\$5,000.00	\$5,000.00
8	Solar Lighting	1	LS	\$5,000.00	\$5,000.00
Total					\$44,999.77

Depot Park Monument Sign

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Sign Structure	1	LS	\$5,000.00	\$5,000.00
2	3" Precast Concrete Cap	2	EA	\$2,500.00	\$5,000.00
3	Precast Concrete Sign	1	LS	\$10,000.00	\$10,000.00
4	Fog Turquoise Green Tile	34	SF	\$147.05	\$4,999.70
5	Country Limestone Veneer	62	SF	\$80.65	\$5,000.30
6	Smooth Cut Limestone Veneer	19	SF	\$263.15	\$4,999.85
7	White Stucco Finish	37	SF	\$135.15	\$5,000.55
8	Pin Mounted Aluminum Lettering	1	LS	\$5,000.00	\$5,000.00
9	Solar Lighting	1	LS	\$5,000.00	\$5,000.00
Total					\$50,000.40

Ellis Harrold Park Monument Sign

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Sign Structure	1	LS	\$5,000.00	\$5,000.00
2	3" Precast Concrete Cap	2	EA	\$2,500.00	\$5,000.00
3	Fog Turquoise Green Tile	9	SF	\$555.55	\$4,999.95
4	Country Limestone Veneer	18	SF	\$277.77	\$4,999.86
5	Smooth Cut Limestone Veneer	23	SF	\$217.40	\$5,000.20

6	White Stucco Finish	19	SF	\$263.15	\$4,999.85
7	Pin Mounted Aluminum Lettering	1	LS	\$5,000.00	\$5,000.00
8	Solar Lighting	1	LS	\$5,000.00	\$5,000.00
9	Thick Aluminum Sheet Metal	40	SF	\$125.00	\$5,000.00
Total					\$44,999.86

Gunner Paw Park Monument Sign

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Sign Structure	1	LS	\$5,000.00	\$5,000.00
2	3" Precast Concrete Cap	2	EA	\$2,500.00	\$5,000.00
3	Precast Concrete Sign	1	LS	\$10,000.00	\$10,000.00
4	Fog Turquoise Green Tile	34	SF	\$147.05	\$4,999.70
5	Country Limestone Veneer	62	SF	\$80.65	\$5,000.30
6	Smooth Cut Limestone Veneer	19	SF	\$263.15	\$4,999.85
7	White Stucco Finish	37	SF	\$135.15	\$5,000.55
8	Pin Mounted Aluminum Lettering	1	LS	\$5,000.00	\$5,000.00
9	Solar Lighting	1	LS	\$5,000.00	\$5,000.00
Total					\$50,000.40

Krusen Park Monument Sign

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Sign Structure	1	LS	\$5,000.00	\$5,000.00
2	3" Precast Concrete Cap	2	EA	\$2,500.00	\$5,000.00
3	Precast Concrete Sign	1	LS	\$10,000.00	\$10,000.00
4	Fog Turquoise Green Tile	34	SF	\$147.05	\$4,999.70
5	Country Limestone Veneer	62	SF	\$80.65	\$5,000.30

6	Smooth Cut Limestone Veneer	19	SF	\$263.15	\$4,999.85
7	White Stucco Finish	37	SF	\$135.15	\$5,000.55
8	Pin Mounted Aluminum Lettering	1	LS	\$5,000.00	\$5,000.00
9	Solar Lighting	1	LS	\$5,000.00	\$5,000.00
Total					\$50,000.40

Shepard Park Monument Sign

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Sign Structure	1	LS	\$10,000.00	\$10,000.00
2	3" Precast Concrete Cap	4	EA	\$2,500.00	\$10,000.00
3	Precast Concrete Sign	2	LS	\$10,000.00	\$20,000.00
4	Fog Turquoise Green Tile	62	SF	\$80.65	\$5,000.30
5	Country Limestone Veneer	76	SF	\$65.79	\$5,000.04
6	Smooth Cut Limestone Veneer	56	SF	\$89.28	\$4,999.68
7	White Stucco Finish	85	SF	\$58.82	\$4,999.70
8	Pin Mounted Aluminum Lettering	1	LS	\$5,000.00	\$5,000.00
9	Solar Lighting	1	LS	\$5,000.00	\$5,000.00
Total					\$69,999.72

Transplant Park Monument Sign

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Sign Structure	1	LS	\$5,000.00	\$5,000.00
2	3" Precast Concrete Cap	2	EA	\$2,500.00	\$5,000.00
3	Fog Turquoise Green Tile	14	SF	\$357.14	\$4,999.96
4	Country Limestone Veneer	20	SF	\$250.00	\$5,000.00
5	Smooth Cut Limestone Veneer	26	SF	\$192.30	\$4,999.80

6	White Stucco Finish	19	SF	\$263.15	\$4,999.85
7	Pin Mounted Aluminum Lettering	1	LS	\$5,000.00	\$5,000.00
8	Solar Lighting	1	LS	\$5,000.00	\$5,000.00
Total					\$39,999.61

Veteran's Memorial Park Monument Sign

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Sign Structure	1	LS	\$5,000.00	\$5,000.00
2	3" Precast Concrete Cap	2	EA	\$2,500.00	\$5,000.00
3	Precast Concrete Sign	1	LS	\$10,000.00	\$10,000.00
4	Fog Turquoise Green Tile	34	SF	\$147.05	\$4,999.70
5	Country Limestone Veneer	62	SF	\$80.65	\$5,000.30
6	Smooth Cut Limestone Veneer	19	SF	\$263.15	\$4,999.85
7	White Stucco Finish	37	SF	\$135.15	\$5,000.55
8	Pin Mounted Aluminum Lettering	1	LS	\$5,000.00	\$5,000.00
9	Solar Lighting	1	LS	\$5,000.00	\$5,000.00
Total					\$50,000.40

Contingency

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Contingency - 10%	1	EA	\$45,000.00	\$45,000.00
Total					\$45,000.00

THE AMERICAN INSTITUTE OF ARCHITECTS

AIA Document A310

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we

Kenco Sign & Awning, LLC, 1539 Garden Avenue, Holly Hill, FL 32117 as Principal, hereinafter called the
Principal, and Merchants National Bonding, Inc. (Here insert full name and address or legal title of
Surety) P.O BOX 14498, DES MOINES, IA 50306 - 3498. a corporation duly organized under the laws of the State of IA
as Surety, hereinafter called the Surety, are held and
firmly bound unto City of Zephyrhills, 5335 8th Street, Zephyrhills, FL 33542

Bonds and All Insurance shall be secured from or countersigned by an Agency or Surety Company recognized in good standing and authorized to do business in the State of Florida.

as Oblige, herein after called the Oblige, in the sum of Five Percent of Amount Bid 5% of Amount Bid
Dollars (\$),

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, The Principal has submitted a bid for 2025-012, Zephyrhills City Parks Signage
(Here insert full name, address and description of project)

NOW, THEREFORE, if the Oblige shall accept the bid of the Principal and the Principal shall enter into a Contract with the Oblige in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Oblige the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Oblige may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 19th day of September, 2025

Kenco Sign & Awning, LLC

(Principal)

(Seal)

Raymond Miller
(Witness)

President
(Title)

Patricia Bessant
(Witness)

Kelly Minoh
(Seal)

Merchants National Bonding, Inc.

(Surety)

Jarrett Merlucci
(Title)

Jarrett Merlucci
Attorney-in-Fact &

Florida Licensed Resident Agent

****Must be spelled out in the fields provided. It is not allowed to put in 5% on this form.**

MERCHANTS
BONDING COMPANY™
POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa, d/b/a Merchants National Indemnity Company (in California only) (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Charles D Nielson; Christian Collins; David R Hoover; Eduardo Menendez; Jarrett Merlucci; Michael Megahan; Michael Moyer; Taylor Rosenhaus

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and April 27, 2024 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015 and amended on April 27, 2024.

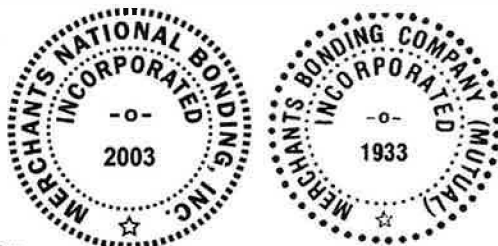
"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 28th day of March, 2025.



MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.
d/b/a MERCHANTS NATIONAL INDEMNITY COMPANY

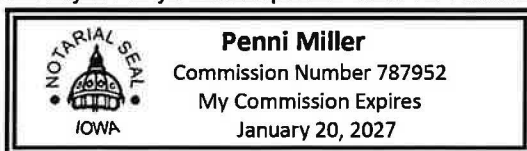
By

Larry Taylor

President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this 28th day of March, 2025, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



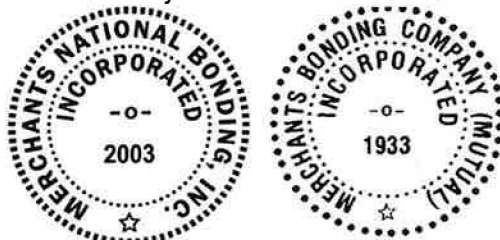
(Expiration of notary's commission does not invalidate this instrument)

Penni Miller

Notary Public

I, Elisabeth Sandersfeld, Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 19th day of September, 2025.



Elisabeth Sandersfeld

Secretary

**SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a),
FLORIDA STATUTES ON PUBLIC ENTITY CRIMES**

**THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC
OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.**

A. This sworn statement is submitted to
CITY OF ZEPHRHILLS
(print name of the public entity)

by RAYMOND WEBB
(print individual's name and title)

for KENCO SIGN AND AWNING LLC
(print name of entity submitting sworn statement)

whose business address is

1539 GARDEN AVENUE, HOLLY HILL FL 32117

and (if applicable) its Federal Employer Identification Number (FEIN)
is 45-5041877 If the entity has no FEIN, include the Social Security Number of the individual
signing this sworn

statement:
B. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g),
Florida Statutes, means a violation of any state or federal law by a person with respect to and
directly related to the transaction of business with any public entity or with an agency or political
subdivision of any other state or of the United States, including, but not limited to, any bid or
contract for goods or services to be provided to any public entity or an agency or political
subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery,
collusion, racketeering, conspiracy, or material misrepresentation.

C. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b),
Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without
an adjudication of guilt, in any federal or state trial court of record relating to charges brought
by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry
of a plea of guilty or nolo contendere.

D. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes means:

- a. A predecessor or successor of a person convicted of a public entity crime; or
- b. An entity under the control of any natural person who is active in the management of the entity and
who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors,
executives, partners, shareholders, employees, members, and agents who are active in the management

of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

E. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

F. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Indicate which statement applies.)

✓ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

 The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

 The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

(Signature) 
RAYMOND WEBB

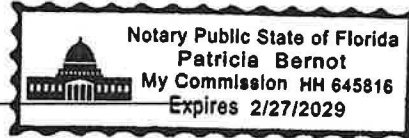
Sworn to and subscribed before me this 17 day of SEPTEMBER, ~~2020~~ 2025

Personally
known RAYMOND WEBB

—

Or Produced identification _____
Notary Public – State of FLORIDA

Patricia Bernot
My commission expires _____
(Type of Identification)



(Printed, Typed or stamped commissioned name of notary public)

NON-COLLUSIVE AFFIDAVIT

State of Florida
County of VOLUSIA

RAYMOND WEBB, being first duly sworn, deposes and says that he/she is
PRESIDENT OF KENCO SIGN AND AWNING LLC, the party making the fore-going submittal of qualifications or bid that such submittal
(partner or officer of the Firm, etc)

Or bid is genuine and not collusive or sham; that said Firm has not colluded, conspired, connived or agreed, directly or indirectly, with any Firm or person, to put in a sham response or to refrain from responding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person, to secure any advantage against the City of Zephyrhills of any person interested in the proposed contract; and that all statements in said response are true.

 (Officer)

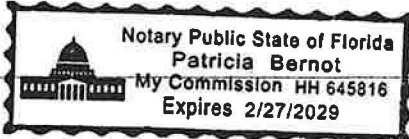
KENCO SIGN AND AWNING LLC (Company Name)

State of Florida
County of VOLUSIA

The foregoing instrument was acknowledged before me this 17TH day of SEPTEMBER 2025 by
RAYMOND WEBB, PRESIDENT (name and title of corporate officer) of KENCO SIGN AND AWNING LLC (Name of Corporation)
a FLORIDA (state or place of incorporation) corporation, on behalf of the
corporation. He/she is personally known to me or has produced _____ (Identification type)
as identification.

 (Signature line for notary public)

PATRICIA BERNOT (Name of notary type, printed or stamped)

 (Title or rank)

My commission expires: _____ Serial number, if any _____

KENCO SIGN AND AWNING LLC
1539 Garden Avenue, Holly Hill, FL 32117
ledpartnersfl@gmail.com



REFERENCES:

- | | |
|---|---|
| 1) CITY OF SOUTH MIAMI
6130 Sunset Drive
South Miami, FL 33143
(305) 403-2072 | 2023

Aurelio Carmemates
acarmenates@southmiamifl.gov |
| 2) MARION COUNTY BOARD OF
COUNTY COMMISSIONERS
109 W Silver Springs Blvd
Ocala, FL 34475
(352) 438-2800 | 2022-2023

Sky Wheeler
sky.wheeler@marionfl.gov |
| 3) FLORIDA DEPT OF HEALTH
VOLUSIA COUNTY
1845 Holsonback Drive
Daytona Beach, FL 32117
(386) 274-0839 | 2025

Harold Hilley
harold.hilley@flhealth.gov |

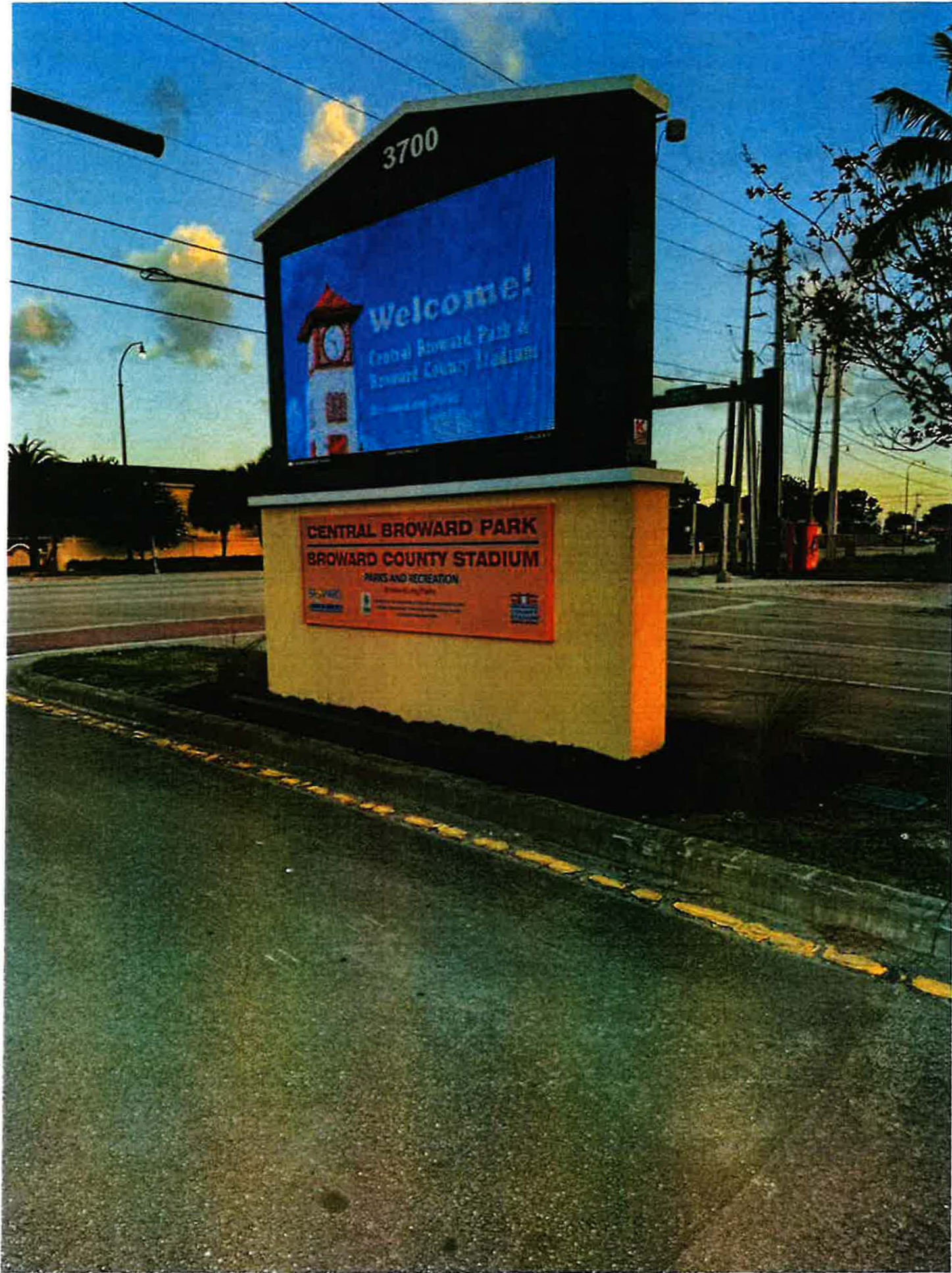
KENCO SIGN AND AWNING LLC has been awarded contracts from Hillsborough County Public Schools through 2027 to fabricate and install new LED Message Board Signs in schools throughout the district.

Additional entities that we have been awarded contracts for signage include:

Broward County Schools	City of Orange City
City of Tarpon Springs	Town of Jupiter
Florida Dept of Health – Miami/Dade	City of Deerfield Beach
City of Daytona Beach	Village of Palm Springs
North Bay Village	City of Key West Historic District

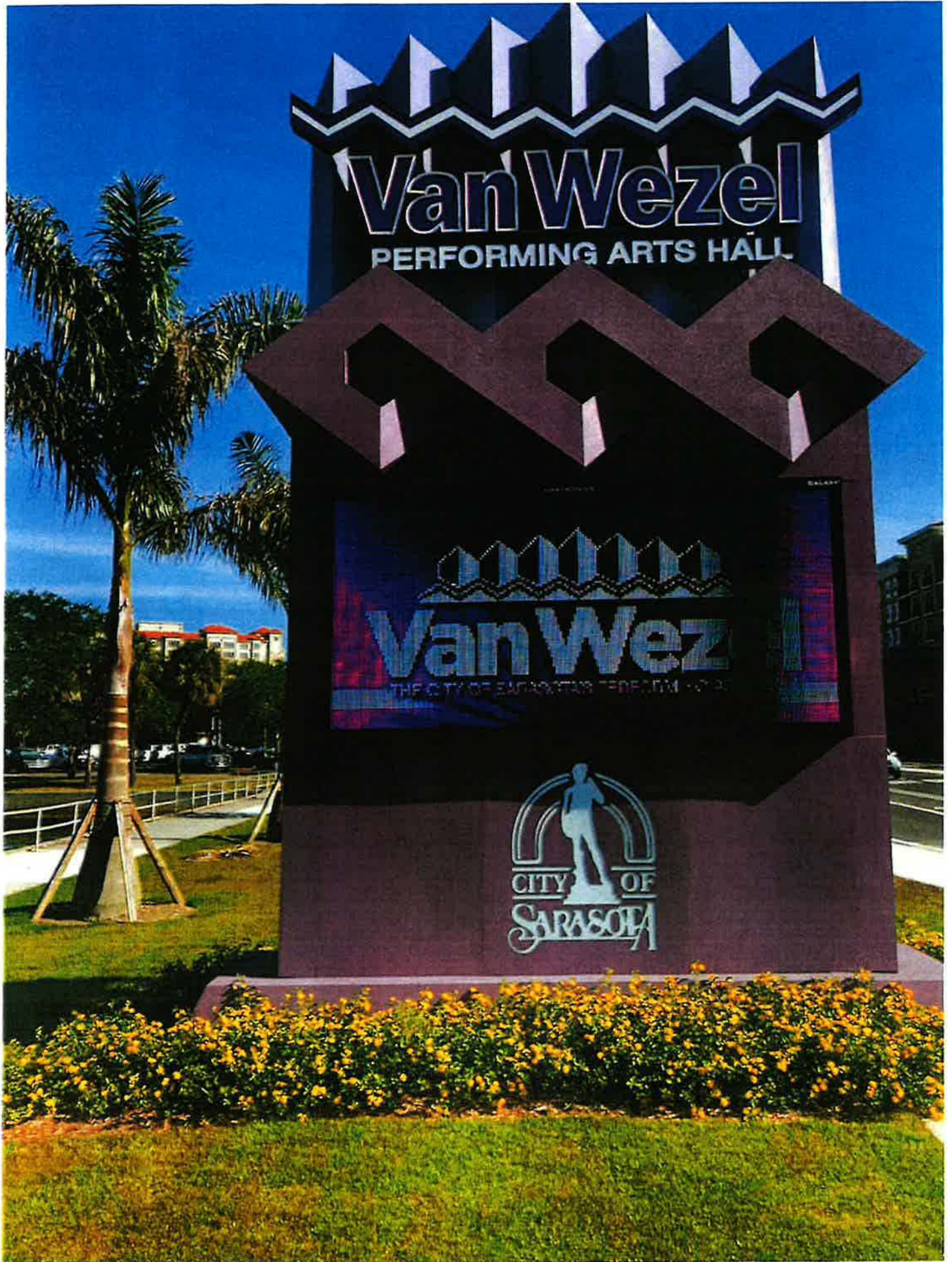


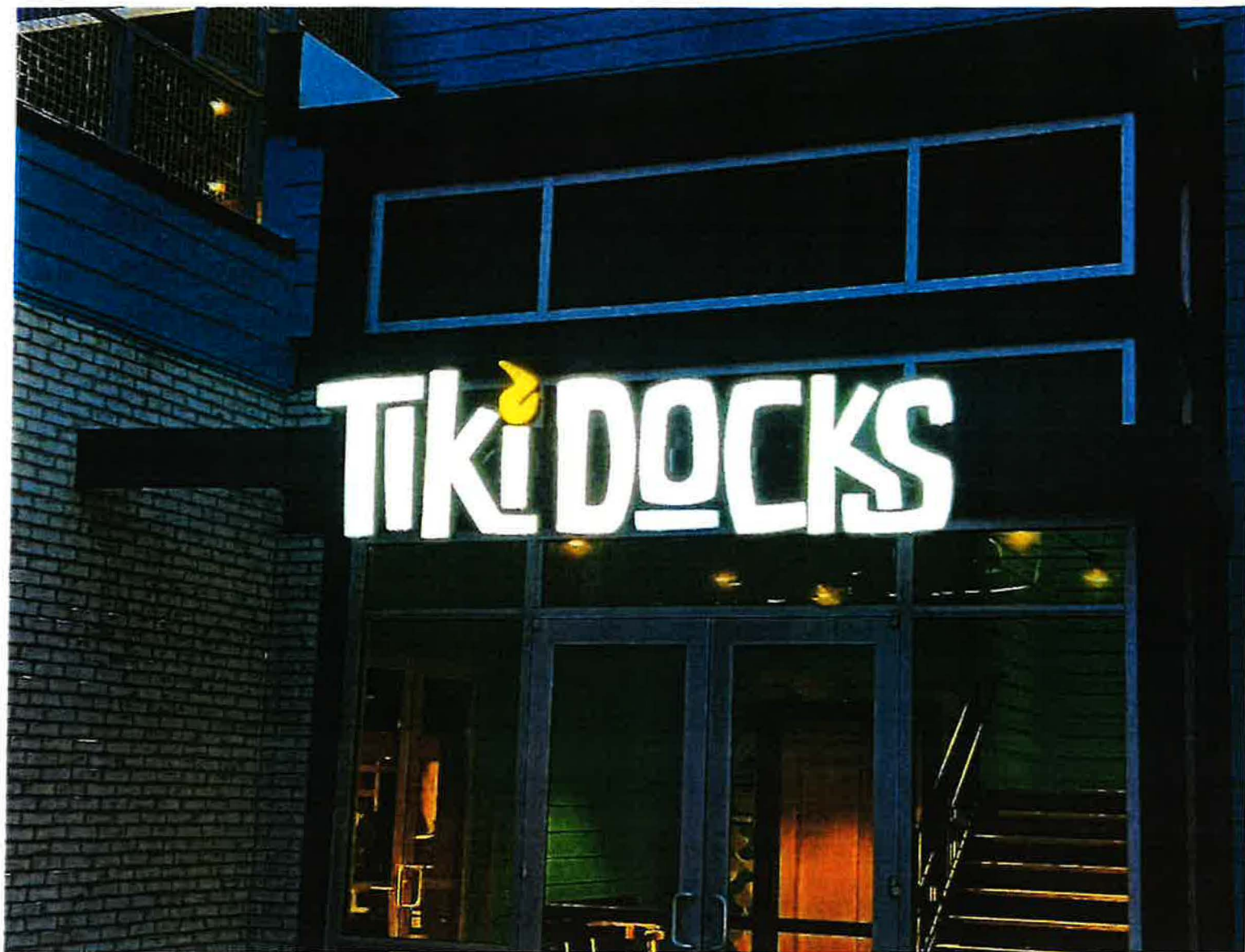


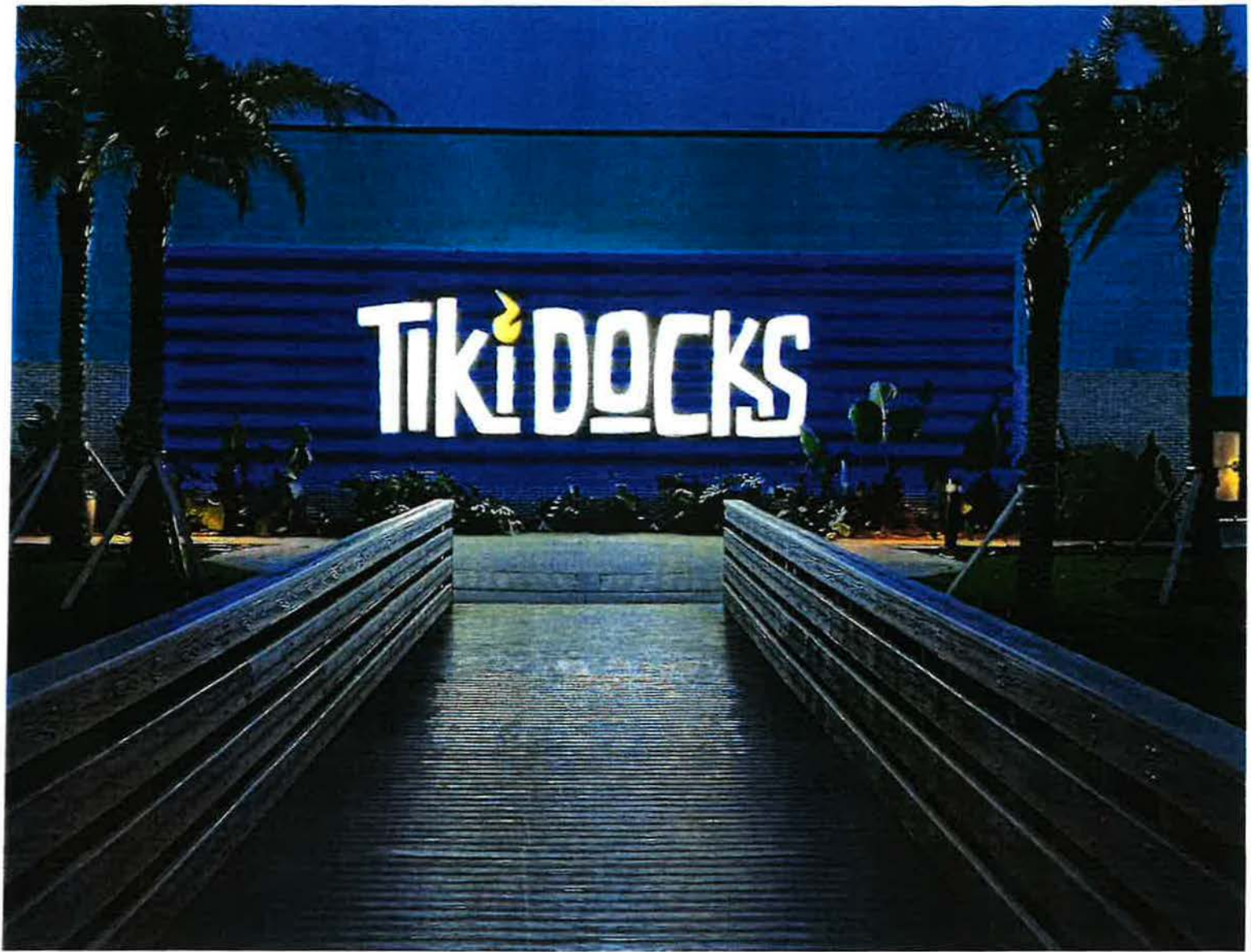




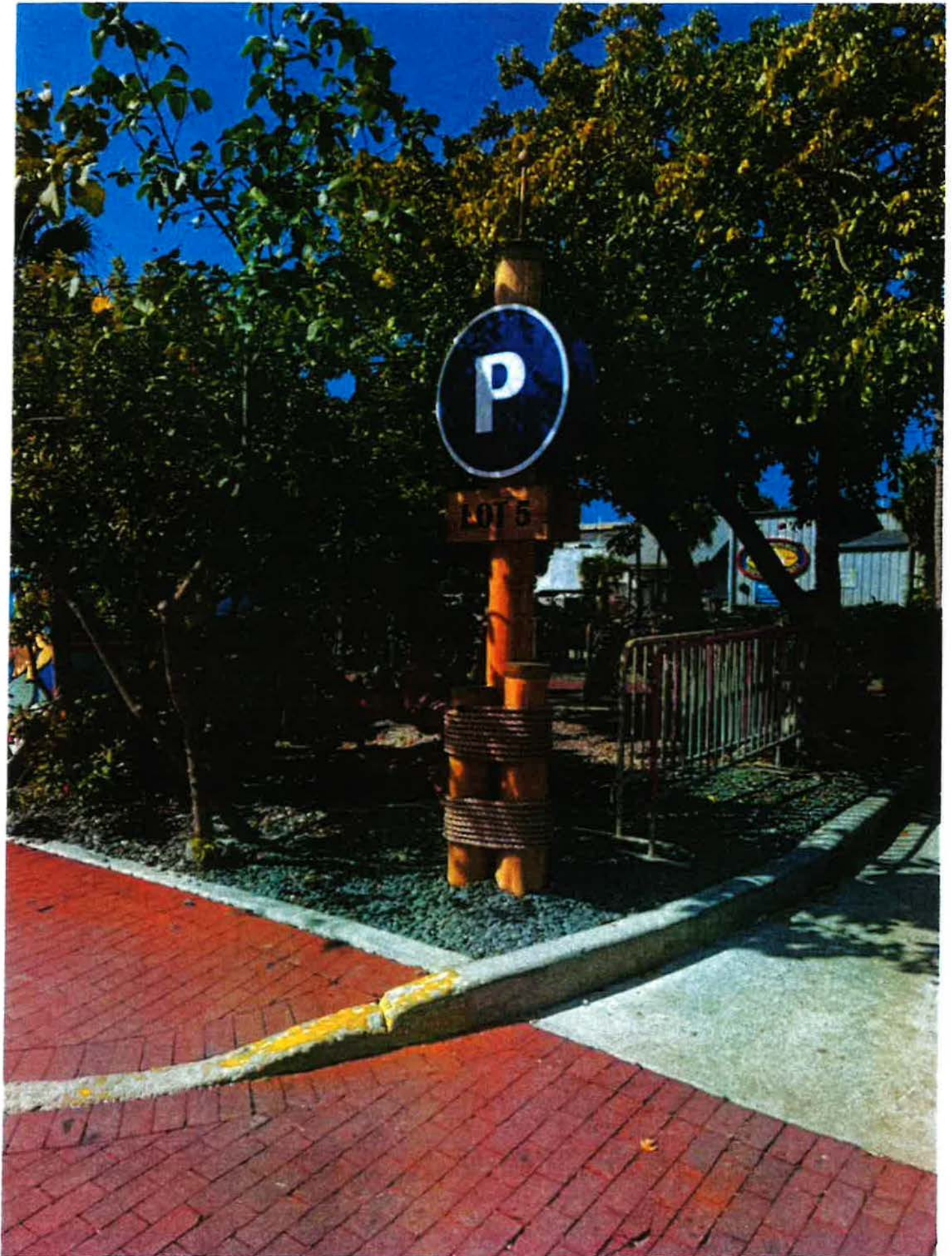












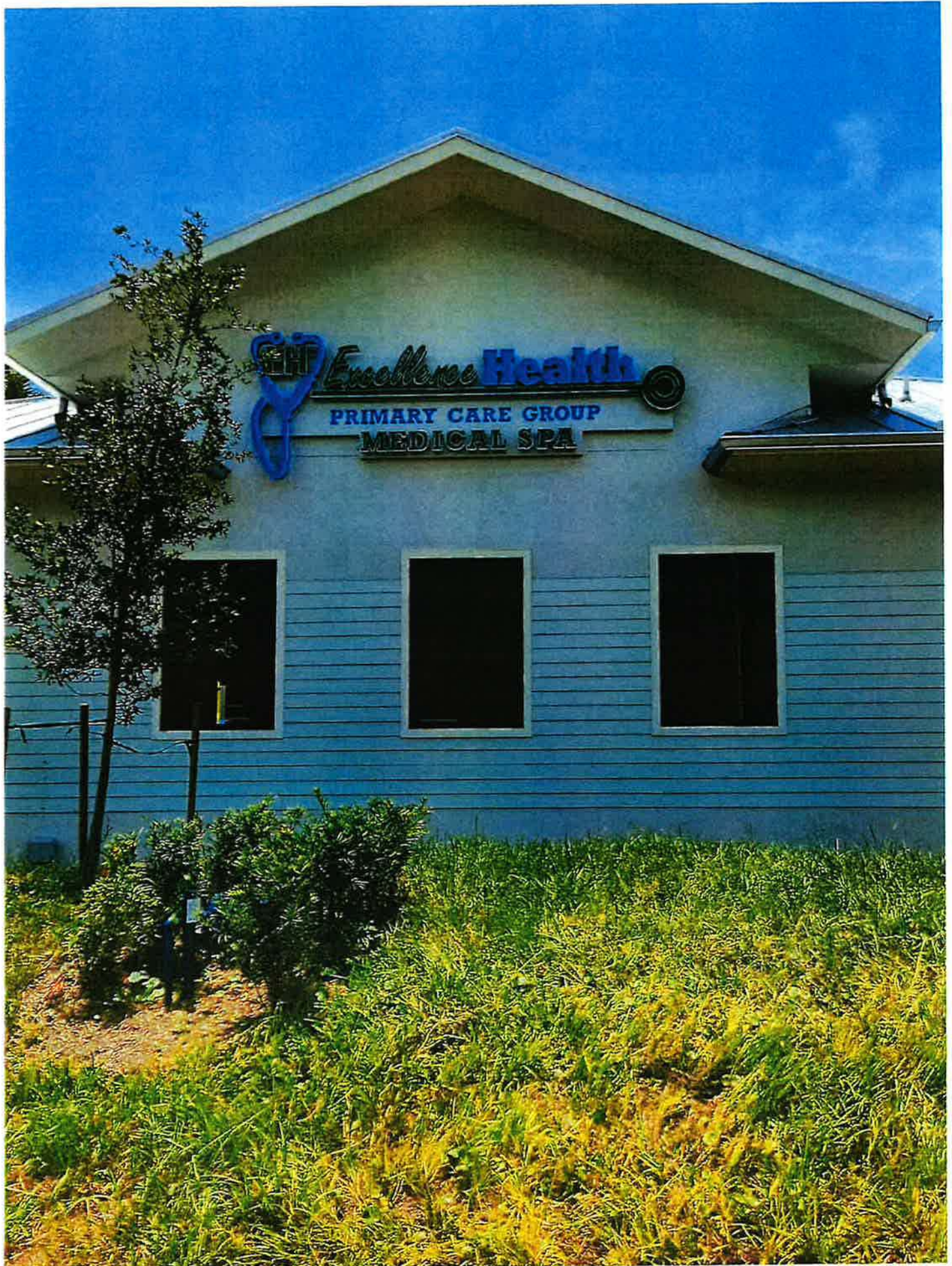


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KENCO SIGN AND AWNING LLC
1539 Garden Avenue, Holly Hill, FL 32117
ledpartnersfl@gmail.com



Ref #**XX**. Company Name: **The City of Key West Historic Seaport**

Company Name: Key West Historic Seaport

City, State: Key West, Florida

Date of Service: Ongoing Project – 2022-current

Contact Person: Karen Olson – Deputy Director

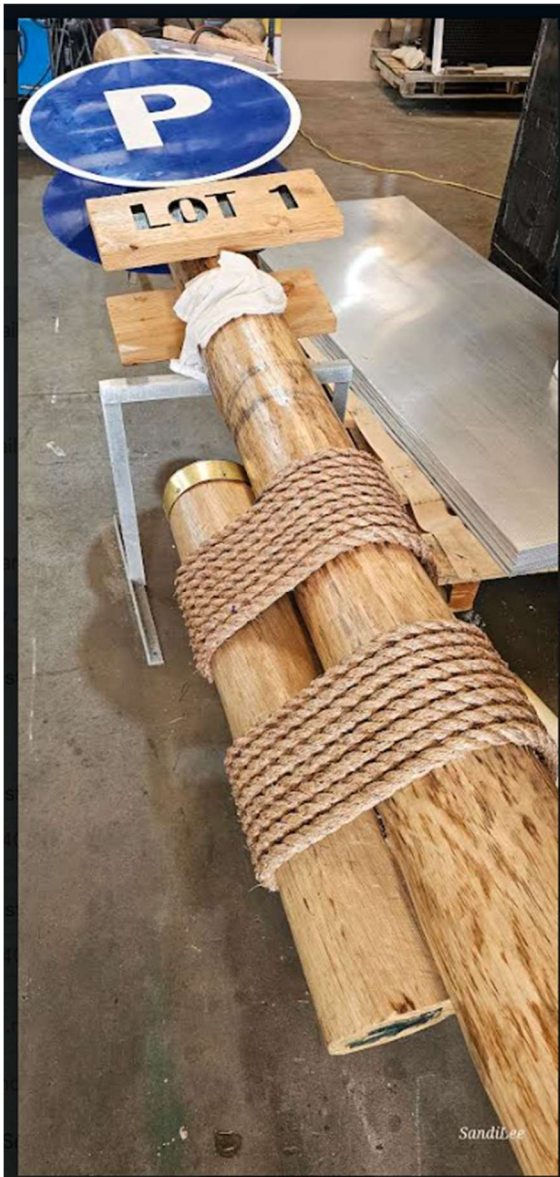
Telephone Number: (305) 809-3803

Email Address: kolson@cityofkeywest-fl.gov

Description of Services: Exterior Signage System Key West Historic Seaport

Contract Amount: \$299,860.00

Star/End Date of Contract: 2022-current



Company/Entity Name: City of Apopka		
Address: 120 E Main Street		
City: Apopka	State: FL	Zip Code: 32703
Contact Name: Cynthia Edwards	Title: Recreation Manager	
Phone No: 407-703-1640	Fax: N/A	Email: cedwards@apopka.net
Date of Service or Contract Period: April 2021 - December 2021	Location: 10 N Forest Ave. Apopka, FL 32703	
Summary of Service Performed: Fabrication & Installation of Double Face Illuminated Monument Sign		Governmental





Company Name: **Hillsborough County Public Schools**

City, State: **Tampa, Florida**

Date of Service: **Ongoing Project, Multiple Locations**

Contact Person: **Daniel Stermer**

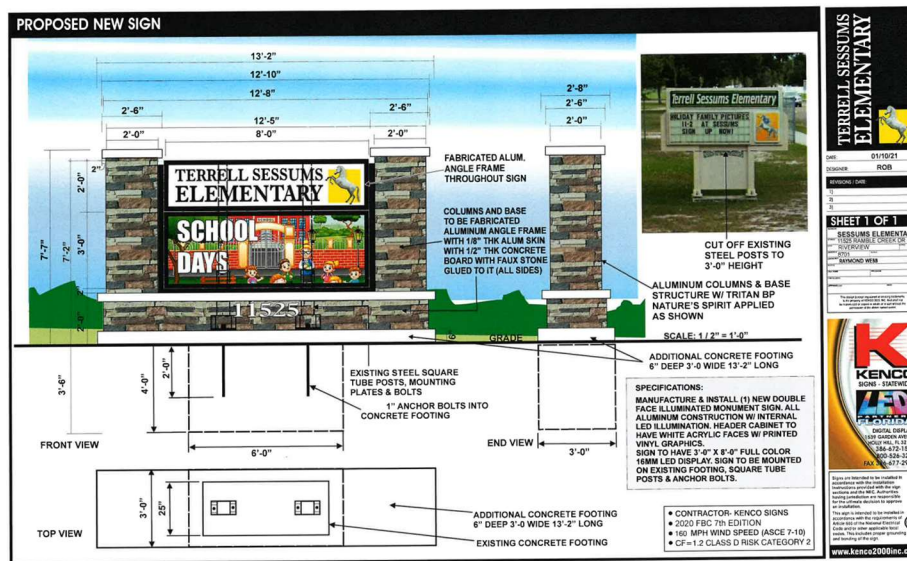
Telephone Number: **813-635-1125**

Email Address: **daniel.stermer@hcps.net**

Description of Services: **Manufacture & Install New Digital Marquee Signs**

Contract Amount: **\$316,827.15**

Star/End Date of Contract: **2022/2024**



PROPOSED PARK SIGNS

VETERANS MEMORIAL PARK

J&L WELLS CONSULTING LLC
1453 Arbutus Circle
Oviedo, FL 32765
(407) 496-5489
Certificate of Authorization No. 27162

Engineer of Record:
James D. Wells, Jr., P.E.
Professional Engineer No. 53616



FRONT VIEW

SCALE: 1" = 1'-0"

SIDE VIEW

SCALE: 1" = 1'-0"

SPECIFICATIONS

FABRICATE AND INSTALL (1) ONE S/F OR D/F CUSTOM MONUMENT SIGN

MAIN CABINET TO BE FABRICATED ALUMINUM FRAME PAINTED WITH AUTOMOTIVE PAINTS: FINISHED BLACK WITH PIN MOUNTED ALUMINUM LETTERS (NON-ILLUMINATED)

CUSTOM ILLUMINATED LANTERN ELEMENTS MOUNTED FLUSH TO COLUMNS.
FABRICATED ALUMINUM COLUMNS AND BASE TO HAVE CONCRETE BOARD DECORATED WITH FAUX BRICK FINISH.

ALUMINUM REVEALS TO HAVE LIMESTONE FINISH. ROOF ELEMENTS TO BE ALUMINUM OR GALVANIZED SHEET METAL PAINTED WITH AUTOMOTIVE PAINTS.

SIGN TO HAVE EXTERIOR LIGHTING AT BASE.

LANDSCAPE BY OTHERS

JW
11/7/2024



DATE: 07/02/24

DESIGNER: RB

REVISIONS / DATE:

- 1)
- 2)
- 3)

SHEET 2 OF 4

ACCOUNT	Veterans Memorial Pk		
STREET	205 E. Graves Ave.		
CITY	Orange City	STATE	FL, 32763
DESIGNER	RAYMOND WEBB		
SALES REP			
NOTES			
FILE NAME	PROGRAM		
PRINT'S DATE			
APPROVED BY	DATE		

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K
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SIGNS - STATEWIDE

LED
PARTNERS
FLORIDA

DIGITAL DISPLAYS
1539 GARDEN AVENUE
HOLLY HILL, FL 32117
386-672-1590
800-526-3291
FAX 386-677-2910

Signs are intended to be installed in accordance with the installation instructions provided with the sign sections and the NEC. Authorities having jurisdiction are responsible for the ultimate decision to approve an installation.

This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.

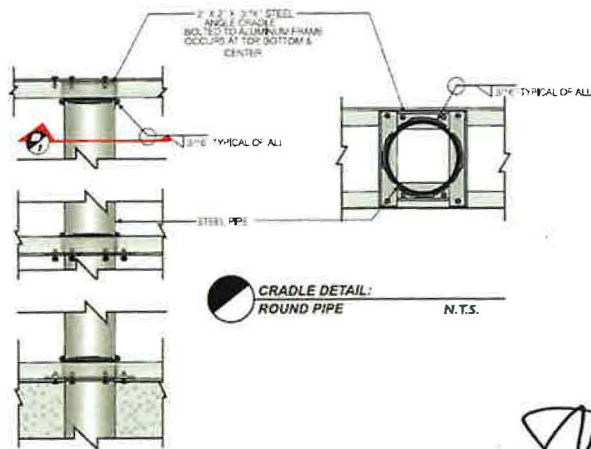
www.kenco2000inc.com

Engineer's Notes:

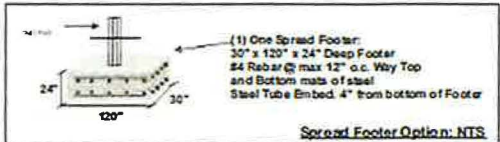
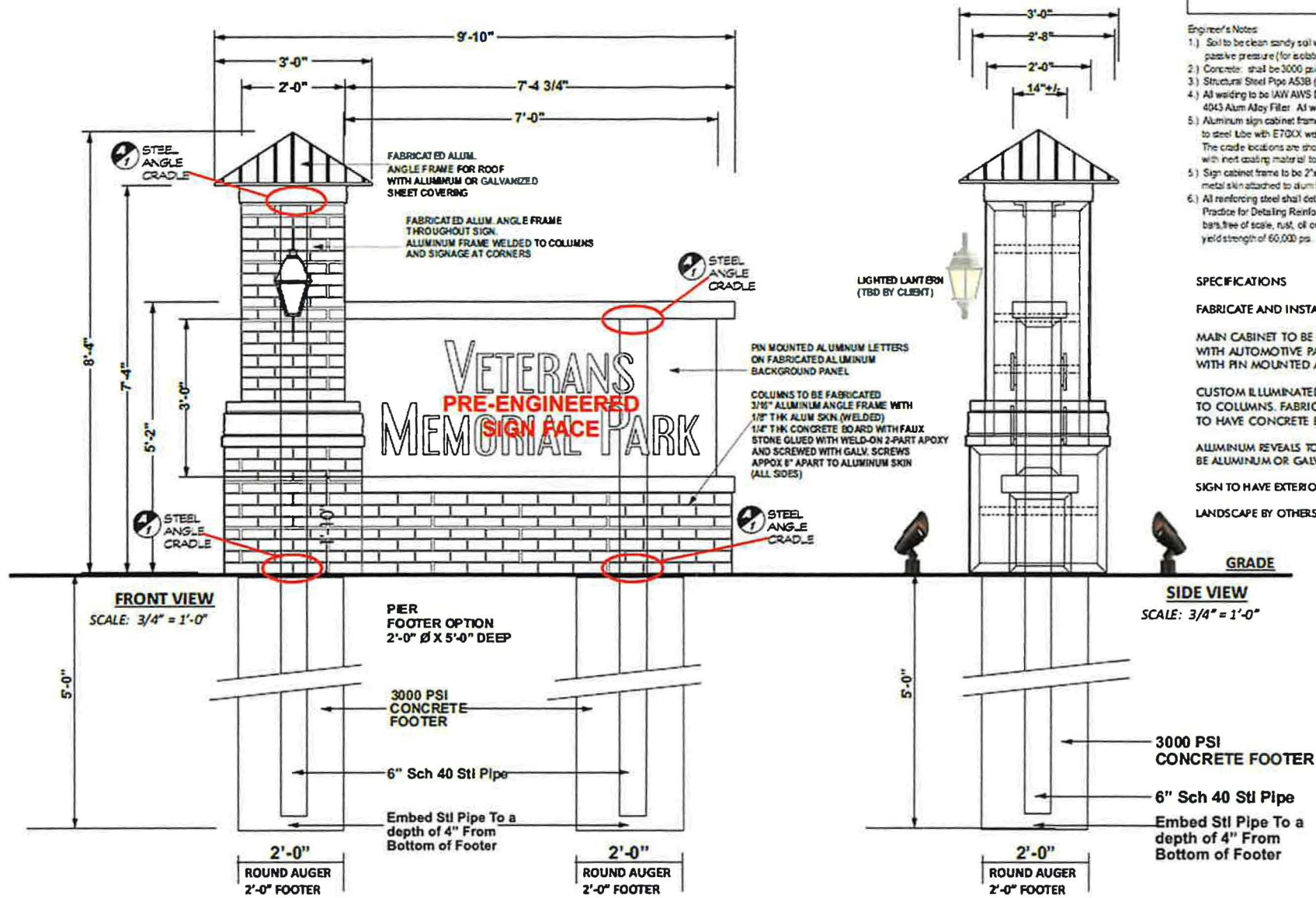
- 1.) Soil to be clean sandy soil with a minimum allowable bearing pressure of 1750 psf and minimum allowable lateral passive pressure (for isolated pole per Section 1806.3.4 Increase for poles) of 150 psf/ft.
- 2.) Concrete: shall be 3000 psi @ 28 days.
- 3.) Structural Steel Pipe: 6' Sch 40 OD = 6.625", Wall = 0.280" A53 Grade B (Fy = 35 ksi).
- 4.) All welding to be IAW AWS D1.1 (Steel) latest edition using E70XX electrodes and AWS D1.2 (Alum) with 4043 Alum Alloy Filler. All welds shall be full penetration welds at all points of contact.
- 5.) Aluminum sign cabinet frame to be connected to steel pipe at cradle locations—see detail. Steel angle cradle welded to steel tube with E70XX welds. Steel angle bolted to aluminum angle with min. (4) 3/8" SS Bolts / Nuts / Washers per cradle. The cradle locations are shown in the elevation view. Separate dissimilar metals with inert coating material to prevent galvanic reaction.
- 5.) Sign cabinet frame to be 2"x2"x1/8" or 3/16" Alum angle, 6061-T6 grade. Sign cabinet cover to be 0.063" Alum 3003-H14 metal skin attached to alum frame with #10 Self-tapping SMS 12" o.c. max spacing or stitch welds @ 6" o.c.
- 6.) All reinforcing steel shall detailed fabricated and installed in accordance with ACI-318 and the Manual of Standard Practice for Detailing Reinforced Concrete ACI-315, latest editions. Reinforcing steel shall be new billet deformed bars, free of scale, rust, oil or other substances inhibiting bond conforming to ASTM A-615, Grade 60, with minimum yield strength of 60,000 psi. Maintain min. 3" concrete cover.

This structure has been designed in accordance with the requirements of Chapter 16, Structural Design, of the 8th Edition (2023) Florida Building Code. The following wind load requirements, in accordance with Section 1609, were employed in the design of the structure:

- Ultimate Design Wind Speed: 130 MPH (3-Second Gust Wind Speed) - Orange City, FL
- Nominal Design Wind Speed: 101 MPH (3-Second Gust Wind Speed)
- Building Risk Category: II
- Wind Exposure: C
- Force Coefficient, C_f = 1.45
- Design Pressure: 23.1 PSF



PROPOSED ENGINEERING (VETERANS MEMORIAL PARK SIGN)



Engineer's Notes:

- 1.) Soil to be clean sandy soil with a minimum allowable bearing pressure of 1750 psf and minimum allowable lateral passive pressure (for isolated pole) of 150 psf/ft.
- 2.) Concrete: shall be 3000 psi @ 28 days.
- 3.) Structural Steel Pipe A53B (Fy = 35 ksi).
- 4.) All welding to be IAW AWS D1.1 (Steel) latest edition using E70XX electrodes and AWS D1.2 (Alum) with 4043 Alum Alloy Filler. All welds shall be full penetration welds at all points of contact.
- 5.) Aluminum sign cabinet frame to be connected to steel tube at cradle locations—see detail. Steel angle cradle welded to steel tube with E70XX welds. Cabinet frame bolted to steel angle with 3/8" SS Bolts / Nuts / Washers. The cradle locations are shown in the elevation view. Separate dissimilar metals with inert coating material to prevent galvanic reaction.
- 5.) Sign cabinet frame to be 2"x2"x1/8" Alum angle, 6061-T6 grade. Sign cabinet cover to be 0.063" Alum 3003-H14 metal skin attached to alum frame with #10 Self-tapping SMS 12" o.c. max spacing or stitch welds @ 6" o.c.
- 6.) All reinforcing steel shall detailed fabricated and installed in accordance with ACI-318 and the Manual of Standard Practice for Detailing Reinforced Concrete ACI-315, latest editions. Reinforcing steel shall be new billet deformed bars, free of scale, rust, oil or other substances inhibiting bond conforming to ASTM A-615, Grade 60, with minimum yield strength of 60,000 psi. Maintain min. 3" concrete cover.

SPECIFICATIONS

FABRICATE AND INSTALL (1) ONE D/F CUSTOM MONUMENT SIGN

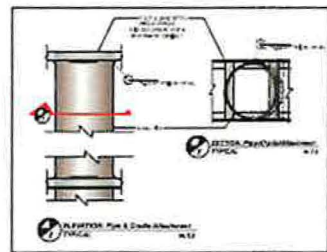
MAIN CABINET TO BE FABRICATED ALUMINUM FRAME PAINTED WITH AUTOMOTIVE PAINTS: FINISHED BLACK WITH PIN MOUNTED ALUMINUM LETTERS (NON-ILLUMINATED)

CUSTOM ILLUMINATED LANTERN ELEMENTS MOUNTED FLUSH TO COLUMNS. FABRICATED ALUMINUM COLUMNS AND BASE TO HAVE CONCRETE BOARD DECORATED WITH FAUX BRICK FINISH.

ALUMINUM REVEALS TO HAVE Limestone FINISH. ROOF ELEMENTS TO BE ALUMINUM OR GALVANIZED SHEET METAL PAINTED WITH AUTOMOTIVE PAINTS.

SIGN TO HAVE EXTERIOR LIGHTING AT BASE.

LANDSCAPE BY OTHERS



• CONTRACTOR- KENCO SIGNS
• 2023 FBC 8th EDITION

NOTE: ELECTRICAL DETAILS SHOWN ARE RESPONSIBILITY OF ELECTRICAL CONTRACTOR. SIGN STRUCTURAL ENGINEER DID NOT REVIEW AND IS NOT PART OF STRUCTURAL ENGINEER'S SCOPE.

This item has been digitally signed and sealed by James D. Wells, Jr., P.E. on the date adjacent to the seal. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.



Digitally signed by James D Wells Jr
Date: 2024.10.28 11:45:36 -04'00'

J & L Wells Consulting LLC
1453 Arbutus Circle
Oviedo, FL 32765
(407) 496-5488
Certificate of Authorization No. 27162

Engineer of Record:
James D. Wells, Jr., P.E.
Florida Professional Engineer No. 53616



DATE: 07/02/24
DESIGNER: RB
REVISIONS / DATE:
1)
2)
3)
SHEET 4 OF 4
City of Orange City
Veterans Memorial Park
Orange City, FL 32763
RAYMOND WEBB
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Signs are intended to be installed in accordance with the installation instructions provided with the sign sections and the NEC. Authorities having jurisdiction are responsible for the ultimate decision to approve an installation.
This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.
www.kenco2000inc.com

PROPOSED PARK SIGNS

DICKINSON PARK

J&L WELLS CONSULTING LLC
1453 Arbutus Circle
Oviedo, FL 32765
(407) 496-5489
Certificate of Authorization No. 27162

Engineer of Record:
James D. Wells, Jr., P.E.
Professional Engineer No. 53616



FRONT VIEW
SCALE: 1" = 1'-0"

SIDE VIEW
SCALE: 1" = 1'-0"

SPECIFICATIONS

- FABRICATE AND INSTALL (1) ONE S/F OR D/F CUSTOM MONUMENT SIGN
- MAIN CABINET TO BE FABRICATED ALUMINUM FRAME PAINTED WITH AUTOMOTIVE PAINTS: FINISHED BLACK WITH PIN MOUNTED ALUMINUM LETTERS (NON-ILLUMINATED)
- CUSTOM ILLUMINATED LANTERN ELEMENTS MOUNTED FLUSH TO COLUMNS.
FABRICATED ALUMINUM COLUMNS AND BASE TO HAVE CONCRETE BOARD DECORATED WITH FAUX BRICK FINISH.
- ALUMINUM REVEALS TO HAVE LIMESTONE FINISH. ROOF ELEMENTS TO BE ALUMINUM OR GALVANIZED SHEET METAL PAINTED WITH AUTOMOTIVE PAINTS.
- SIGN TO HAVE EXTERIOR LIGHTING AT BASE.
- LANDSCAPE BY OTHERS

Handwritten signature and date: 11/7/2024



DATE:	07/02/24
DESIGNER:	RB
REVISIONS / DATE:	
1)	
2)	
3)	

SHEET 4 OF 4	
ACCOUNT	Dickinson Park
OWNER	205 E. Graves Ave.
CITY	Orange City FL, 32763
DESIGNER	RAYMOND WEBB
SALES REP	
DESIGN	
FILE NAME	
PROJECTS	
APPROVED BY	
DATE	

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- 1.) Soil to be clean sandy soil with a minimum allowable bearing pressure of 1750 psf and minimum allowable lateral passive pressure (for isolated pole per Section 1806.3.4 Increase for poles) of 150 psf/ft.
- 2.) Concrete: shall be 3000 psi @ 28 days.
- 3.) Structural Steel Pipe: 6' Sch 40 OD = 6.625", Wall = 0.280" A53 Grade B (Fy = 35 ksi).
- 4.) All welding to be IAW AWS D1.1 (Steel) latest edition using E70XX electrodes and AWS D1.2 (Alum) with 4043 Alum Alloy Filler. All welds shall be full penetration welds at all points of contact.
- 5.) Aluminum sign cabinet frame to be connected to steel pipe at cradle locations—see detail. Steel angle cradle welded to steel tube with E70XX welds. Steel angle bolted to aluminum angle with min. (4) 3/8" SS Bolts / Nuts / Washers per cradle. The cradle locations are shown in the elevation view. Separate dissimilar metals with inert coating material to prevent galvanic reaction.
- 5.) Sign cabinet frame to be 2"x2"x1/8" or 3/16" Alum angle, 6061-T6 grade. Sign cabinet cover to be 0.063" Alum 3003-H14 metal skin welded to alum frame with #10 Self-tapping SMS 12" o.c. max spacing or stitch welds @ 6" o.c.
- 6.) All reinforcing steel shall be detailed, fabricated and installed in accordance with ACI-318 and the Manual of Standard Practice for Detailing Reinforced Concrete ACI-315, latest editions. Reinforcing steel shall be new billet deformed bars, free of scale, rust, oil or other substances inhibiting bond conforming to ASTM A-615, Grade 60, with minimum yield strength of 60,000 psi. Maintain min. 3" concrete cover.

- Ultimate Design Wind Speed: 130 MPH (3-Second Gust Wind Speed) - Orange City, FL
- Nominal Design Wind Speed: 101 MPH (3-Second Gust Wind Speed)
- Building Risk Category: II
- Wind Exposure: C
- Force Coefficient, $C_f = 1.45$
- Design Pressure: 23.1 PSF



PRE-ENGINEERED SIGN FACE

FRONT VIEW
SCALE: 3/4" = 1'-0"

SIDE VIEW
SCALE: 3/4" = 1'-0"

PER FOOTER OPTION
2'-0" Ø X 5'-0" DEEP

3000 PSI CONCRETE FOOTER

6" Sch 40 Stl Pipe

Embed Stl Pipe To a depth of 4" From Bottom of Footer

ROUND AUGER 2'-0" FOOTER

STEEL ANGLE CRADLE

FABRICATED ALUM. ANGLE FRAME FOR ROOF WITH ALUMINUM OR GALVANIZED SHEET COVERING

FABRICATED ALUM. ANGLE FRAME THROUGHOUT SIGN ALUMINUM FRAME WELDED TO COLUMNS AND SIGNAGE AT CORNERS

PIN MOUNTED ALUMINUM LETTERS ON FABRICATED ALUMINUM BACKGROUND PANEL

COLUMNS TO BE FABRICATED 318" ALUMINUM ANGLE FRAME WITH 1/8" THK ALUM SKIN (WELDED) 1/4" THK CONCRETE BOARD WITH FAUX STONE GLUED WITH WELD-ON 2-PART APOXY AND SCREWED WITH GALV. SCREWS APPROX 8" APART TO ALUMINUM SKIN (ALL SIDES)

LIGHTED LANTERN (TBD BY CLIENT)

ENGINEER'S NOTES:

- 1) Soil to be clean sandy soil with no organic material or excessive pressure (for e.d.)
- 2) Concrete shall be 3000 psi
- 3) Structural Steel Pipe A53B
- 4) All welding to be WJW AWS D12.1 4043 Alum Alloy Filler All
- 5) Aluminum sign cabinet frame to steel tube with E70XX weld
- 6) The crane locations are shown with net coating material
- 7) Sign cabinet frame to be 2" metal skin attached to structure
- 8) All reinforcing steel shall be #4 Practice for Detailing Reinforcement, free of scale, rust, oil yield strength of 60,000 psi

SPECIFICATIONS

FABRICATE AND INSTALL

MAIN CABINET TO BE WITH AUTOMOTIVE WITH PIN MOUNTED

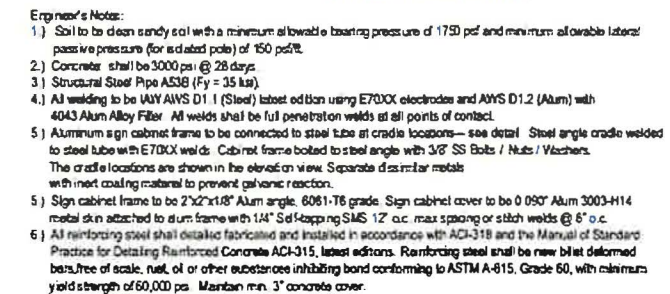
CUSTOM ILLUMINATION TO COLUMNS, FABRIC TO HAVE CONCRETE

ALUMINUM REVEALS TO BE ALUMINUM OR GALV

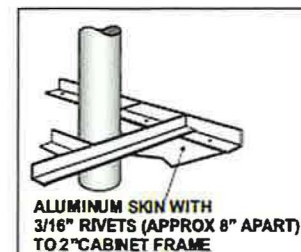
SIGN TO HAVE EXTERIOR

LANDSCAPE BY OTHER

GRADE



LANDSCAPE BY OTHERS



-

Engineer of Record:
James D. Wells, Jr., P.E.
Florida Professional Engineer No. 53616



Signs are intended to be installed in accordance with the installation instructions provided with the sign sections and the NEC. Authorities having jurisdiction are responsible for the ultimate decision to approve an installation.

This sign is intended to be installed in accordance with the requirements of Article 500 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.



www.kenco2000inc.com

PROPOSED PARK SIGNS

COLEMAN PARK

J&L WELLS CONSULTING LLC
1453 Arbutus Circle
Oviedo, FL 32765
(407) 496-5489
Certificate of Authorization No. 27162

Engineer of Record:
James D. Wells, Jr., P.E.
Professional Engineer No. 53616



FRONT VIEW

SCALE: 1" = 1'-0"

SPECIFICATIONS

FABRICATE AND INSTALL (1) ONE S/F OR D/F CUSTOM MONUMENT SIGN

MAIN CABINET TO BE FABRICATED ALUMINUM FRAME PAINTED WITH AUTOMOTIVE PAINTS: FINISHED BLACK WITH PIN MOUNTED ALUMINUM LETTERS (NON-ILLUMINATED)

CUSTOM ILLUMINATED LANTERN ELEMENTS MOUNTED FLUSH TO COLUMNS.
FABRICATED ALUMINUM COLUMNS AND BASE TO HAVE CONCRETE BOARD DECORATED WITH FAUX BRICK FINISH.

ALUMINUM REVEALS TO HAVE LIMESTONE FINISH. ROOF ELEMENTS TO BE ALUMINUM OR GALVANIZED SHEET METAL PAINTED WITH AUTOMOTIVE PAINTS.

SIGN TO HAVE EXTERIOR LIGHTING AT BASE.

LANDSCAPE BY OTHERS

[Signature] 11/7/2024

SIDE VIEW

SCALE: 1" = 1'-0"



DATE: 07/02/24

DESIGNER: **RB**

REVISIONS / DATE:

- 1)
- 2)
- 3)

SHEET 3 OF 4

ACCOUNT	
Coleman Park	
STREET	205 E. Graves Ave.
CITY	Orange City
STATE	FL, 32763
PERSON	
RAYMOND WEBB	
PHONE	
FILE NAME	PROGRAM
DATE RECEIVED	
APPROVED BY	SATIS

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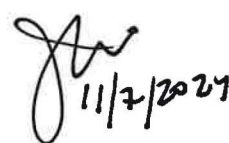
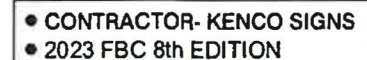
Signs are intended to be installed in accordance with the installation instructions provided with the sign sections and the NEC. Authorities having jurisdiction are responsible for the ultimate decision to approve an installation.

This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.

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- Ultimate Design Wind Speed: 130 MPH (3-Second Gust Wind Speed) - Orange City, FL
- Nominal Design Wind Speed: 101 MPH (3-Second Gust Wind Speed)
- Building Risk Category: II
- Wind Exposure: C
- Force Coefficient, $C_f = 1.45$
- Design Pressure: 23.1 PSF

LANDSCAPE BY OTHERS



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PROPOSED MOMUMENT SIGN (A)

ELEVATION

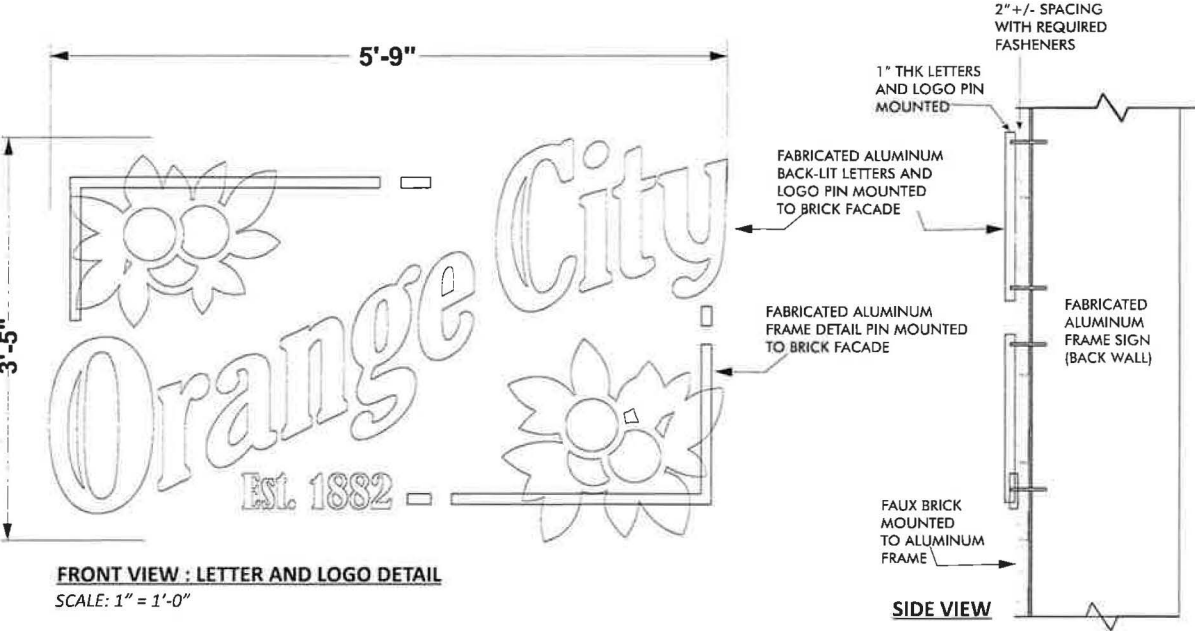
J&L WELLS CONSULTING LLC
1453-Arbitus Circle
Oviedo, FL 32765
(407) 496-5489
Certificate of Authorization No. 27162

Engineer of Record:
James D. Wells, Jr., P.E.
Professional Engineer No. 53616



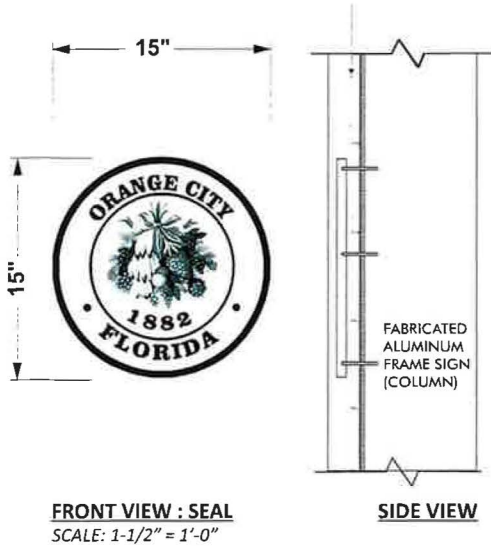
FRONT VIEW
SCALE: 3/4" = 1'-0"

SIDE VIEW



FRONT VIEW : LETTER AND LOGO DETAIL
SCALE: 1" = 1'-0"

SIDE VIEW



FRONT VIEW : SEAL
SCALE: 1-1/2" = 1'-0"

SIDE VIEW

SPECIFICATIONS

FABRICATE AND INSTALL (1) ONE S/F CUSTOM MONUMENT SIGN WITH ILLUMINATED REVERSE PIN MOUNTED LETTERS, LOGO AND SEAL. ILLUMINATION BY LEDS.

MAIN CABINET TO BE FABRICATED ALUMINUM FRAME WITH CONCRETE BOARD DECORATED WITH FAUX BRICK FINISH AND PAINTED WITH AUTOMOTIVE PAINTS.

SEAL TO BE ALUMINUM BACK LIT CHANNEL WITH FIRST SURFACE VINYL APPLICATION

FABRICATED CUSTOM BASE AND COLUMNS TO HAVE CONCRETE BOARD DECORATED WITH FAUX BRICK FINISH. ALUMINUM REVEALS TO HAVE LIMESTONE FINISH. ROOF ELEMENTS TO BE FABRICATED ALUMINUM OR GALVANIZED SHEET METAL PAINTED WITH AUTOMOTIVE PAINTS.

LANDSCAPE BY OTHERS



DATE: 07/02/24
DESIGNER: RB
REVISIONS / DATE:
1)
2)
3)

SHEET 1 OF 4
City of Orange City
205 E. Graves Ave.
Orange City, FL, 32763
RAYMOND WEBB
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SIGNS - STATEWIDE
LED
PARTNERS
FLORIDA
DIGITAL DISPLAYS
1539 GARDEN AVENUE
HOLLY HILL, FL 32117
386-672-1590
800-526-3291
FAX 386-677-2910

Signs are intended to be installed in accordance with the installation instructions provided with the sign sections and the NEC. Authorities having jurisdiction are responsible for the ultimate decision to approve an installation.
This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.

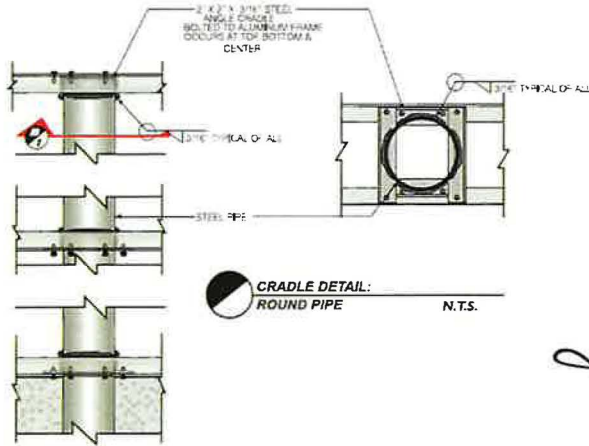
www.kenco2000inc.com

Engineer's Notes:

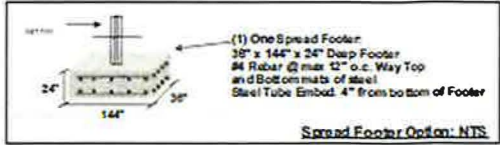
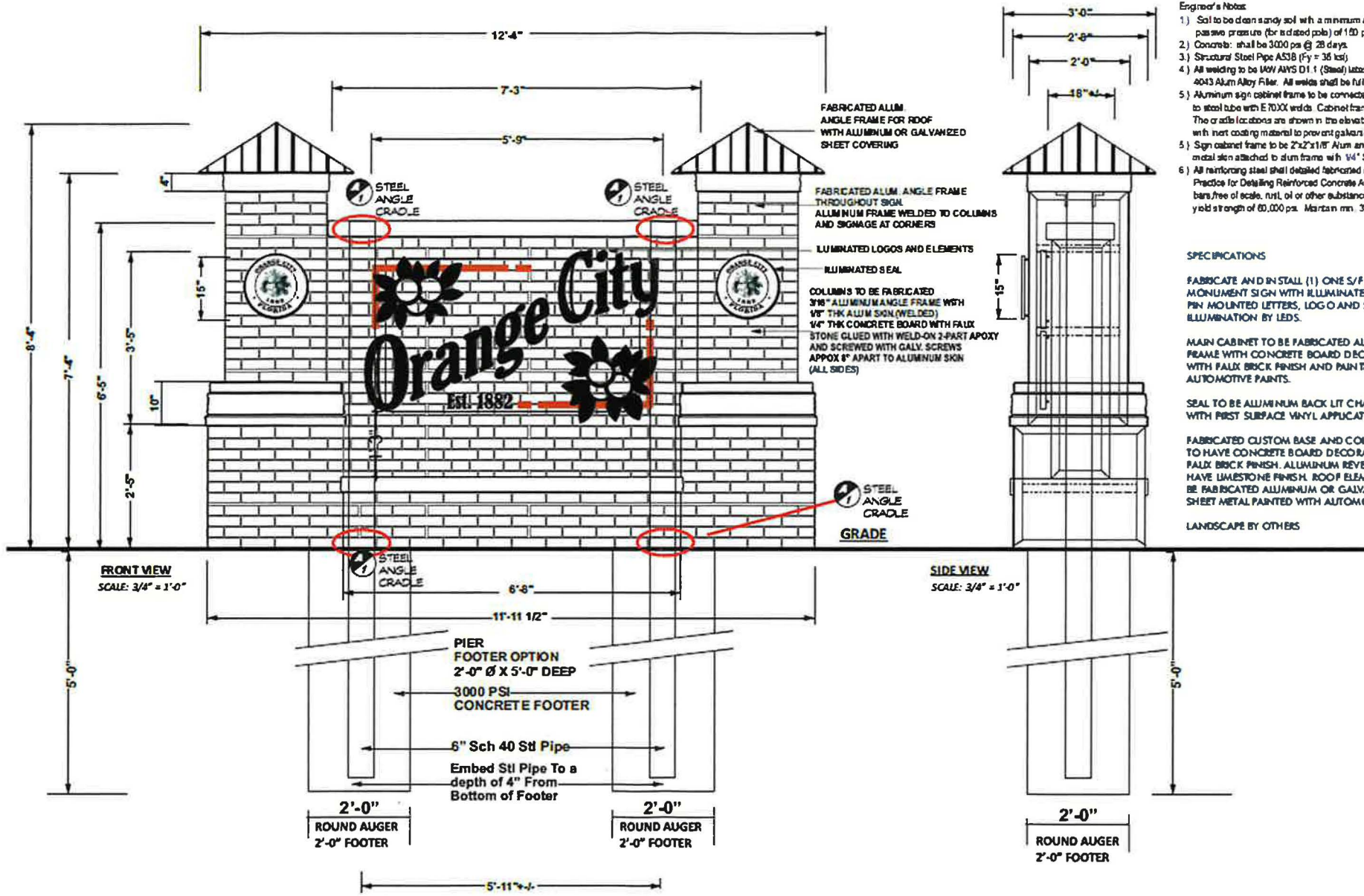
- 1.) Soil to be clean sandy soil with a minimum allowable bearing pressure of 1750 psf and minimum allowable lateral passive pressure (for isolated pole per Section 1806.3.4 Increase for poles) of 150 psf/ft.
- 2.) Concrete: shall be 3000 psi @ 28 days.
- 3.) Structural Steel Pipe: 6' Sch 40 OD = 6.625", Wall = 0.280" A53 Grade B (Fy = 35 ksi).
- 4.) All welding to be IAW AWS D1.1 (Steel) latest edition using E70XX electrodes and AWS D1.2 (Alum) with 4043 Alum Alloy Filler. All welds shall be full penetration welds at all points of contact.
- 5.) Aluminum sign cabinet frame to be connected to steel pipe at cradle locations—see detail. Steel angle cradle welded to steel tube with E70XX welds. Steel angle bolted to aluminum angle with min. (4) 3/8" SS Bolts / Nuts / Washers per cradle. The cradle locations are shown in the elevation view. Separate dissimilar metals with inert coating material to prevent galvanic reaction.
- 5.) Sign cabinet frame to be 2"x2"x1/8" or 3/16" Alum angle, 6061-T6 grade. Sign cabinet cover to be 0.063" Alum 3003-H14 metal skin attached to alum frame with #10 Self-tapping SMS 12" o.c. max spacing or stitch welds @ 6" o.c.
- 6.) All reinforcing steel shall detailed fabricated and installed in accordance with ACI-318 and the Manual of Standard Practice for Detailing Reinforced Concrete ACI-315, latest editions. Reinforcing steel shall be new billet deformed bars, free of scale, rust, oil or other substances inhibiting bond conforming to ASTM A-615, Grade 60, with minimum yield strength of 60,000 psi. Maintain min. 3" concrete cover.

This structure has been designed in accordance with the requirements of Chapter 16, Structural Design, of the 8th Edition (2023) Florida Building Code. The following wind load requirements, in accordance with Section 1609, were employed in the design of the structure:

- Ultimate Design Wind Speed: 130 MPH (3-Second Gust Wind Speed) - Orange City, FL
- Nominal Design Wind Speed: 101 MPH (3-Second Gust Wind Speed)
- Building Risk Category: II
- Wind Exposure: C
- Force Coefficient, $C_f = 1.45$
- Design Pressure: 23.1 PSF



PROPOSED ENGINEERING (SIGN A)



Engineer's Notes:

- 1.) Soil to be clean sandy soil with a minimum allowable bearing pressure of 1750 psf and minimum allowable lateral passive pressure (for isolated pole) of 150 psf/ft.
- 2.) Concrete: shall be 3000 psi @ 28 days.
- 3.) Structural Steel Pipe A53B (Fy = 35 ksi).
- 4.) All welding to be IAW AWS D1.1 (Steel) latest edition using E70XX electrodes and AWS D1.2 (Alum) with 4043 Alum Alloy Filler. All welds shall be full penetration welds at all points of contact.
- 5.) Aluminum sign cabinet frame to be connected to steel tube at cradle locations—see detail. Steel angle cradle welded to steel tube with E70XX welds. Cabinet frame bolted to steel angle with 3/8" SS Bolts / Nuts / Washers. The cradle locations are shown in the elevation view. Separate dissimilar metals with inert coating material to prevent galvanic reaction.
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- 6.) All reinforcing steel shall detailed fabricated and installed in accordance with ACI-318 and the Manual of Standard Practice for Detailing Reinforced Concrete ACI-315, latest editions. Reinforcing steel shall be new billet deformed bars, free of scale, rust, oil or other substances inhibiting bond conforming to ASTM A-615, Grade 60, with minimum yield strength of 60,000 psi. Maintain min. 3" concrete cover.

SPECIFICATIONS

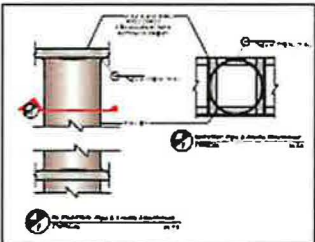
FABRICATE AND INSTALL (1) ONE S/F CUSTOM MONUMENT SIGN WITH ILLUMINATED REVERSIBLE MOUNTED LETTERS, LOGO AND SEAL ILLUMINATION BY LEDs.

MAIN CABINET TO BE FABRICATED ALUMINUM FRAME WITH CONCRETE BOARD DECORATED WITH FAUX BRICK FINISH AND PAINTED WITH AUTOMOTIVE PAINTS.

SEAL TO BE ALUMINUM BACK LIT CHANNEL WITH FIRST SURFACE VINYL APPLICATION

FABRICATED CUSTOM BASE AND COLUMNS TO HAVE CONCRETE BOARD DECORATED WITH FAUX BRICK FINISH. ALUMINUM REVEALS TO HAVE LAMINATE FINISH. ROOF ELEMENTS TO BE FABRICATED ALUMINUM OR GALVANIZED SHEET METAL PAINTED WITH AUTOMOTIVE PAINTS.

LANDSCAPE BY OTHERS



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Ask a question about this document

NOTE: ELECTRICAL DETAILS SHOWN ARE RESPONSIBILITY OF ELECTRICAL CONTRACTOR. SIGN STRUCTURAL ENGINEER DID NOT REVIEW AND IS NOT PART OF STRUCTURAL ENGINEER'S SCOPE.

This item has been digitally signed and sealed by James D. Wells, Jr., P.E. on the date adjacent to the seal. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.



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James D Wells Jr
DN: c=US,
o=Florida,
dnQualifier=A01410
D0000017EB15DAE
FF00045E30,
cn=James D Wells Jr
Date: 2024.09.26
13:10:10 -04'00'

J & L Wells Consulting LLC
1453 Arbutus Circle
Oviedo, FL 32765
(407) 496-5489
Certificate of Authorization No. 27162

Engineer of Record:
James D. Wells, Jr., P.E.
Florida Professional Engineer No. 53616



DATE: 07/02/24

DESIGNER: RB

REVISIONS / DATE:

- 1)
- 2)
- 3)

SHEET 1 OF 4

City of Orange City
205 E. Graves Ave.
Orange City, FL 32763

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This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.

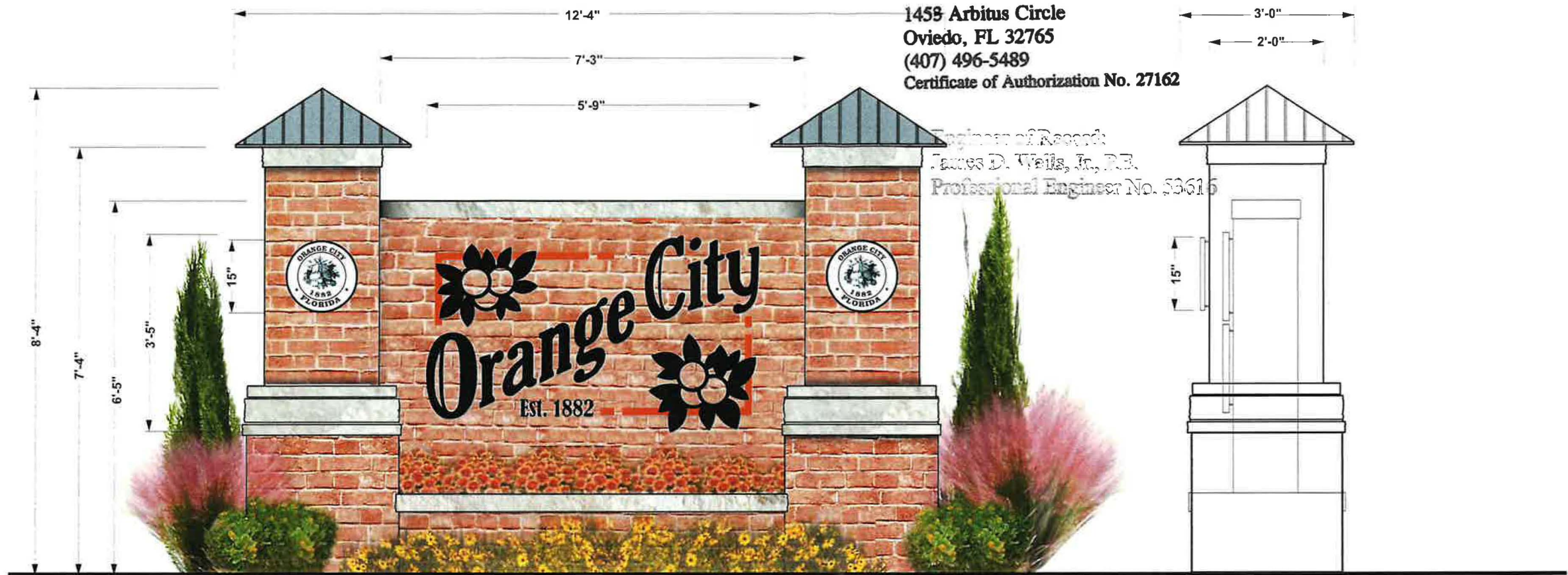
www.kenco2000inc.com

PROPOSED MOMUMENT SIGN (A)

ELEVATION

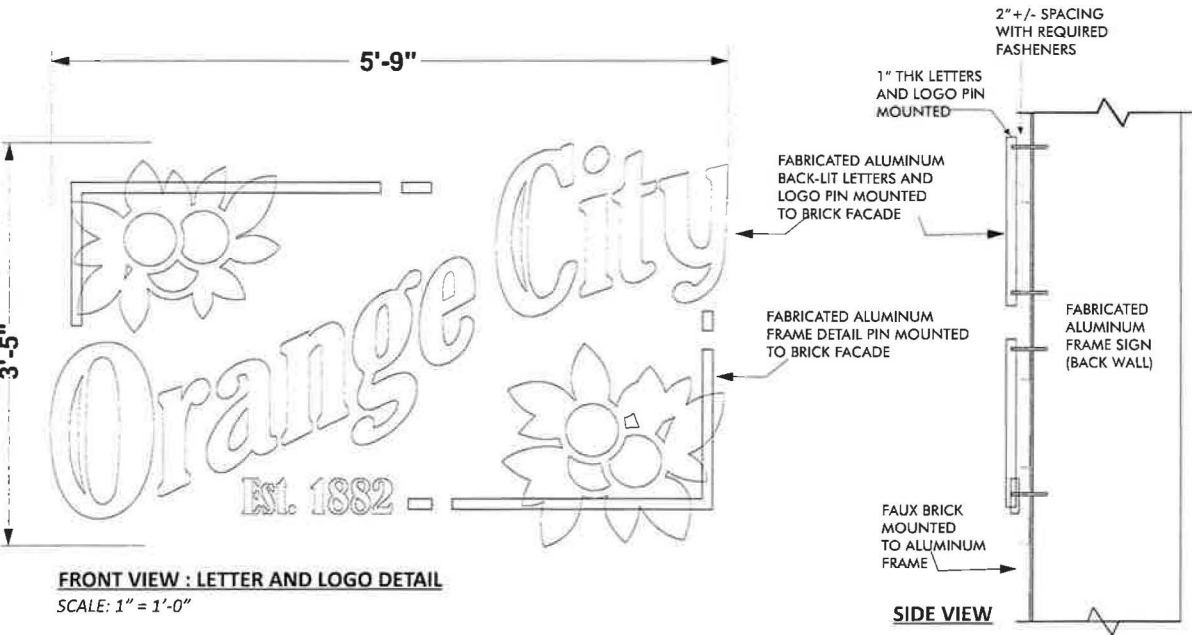
J&L WELLS CONSULTING LLC
1458 Arbutus Circle
Oviedo, FL 32765
(407) 496-5489
Certificate of Authorization No. 27162

Engineer of Record
James D. Wells, Jr., P.E.
Professional Engineer No. 53615



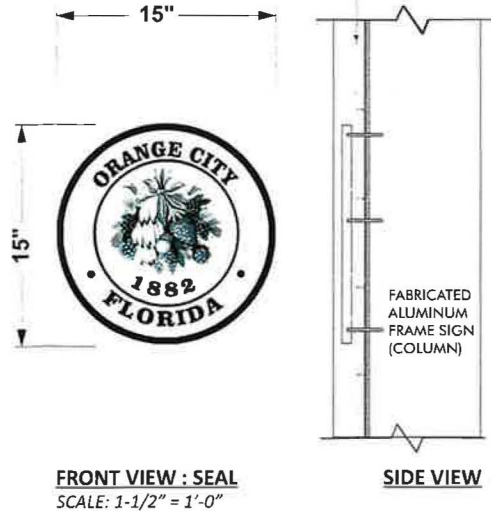
FRONT VIEW
SCALE: 3/4" = 1'-0"

SIDE VIEW



FRONT VIEW : LETTER AND LOGO DETAIL
SCALE: 1" = 1'-0"

SIDE VIEW



FRONT VIEW : SEAL
SCALE: 1-1/2" = 1'-0"

SIDE VIEW

SPECIFICATIONS

FABRICATE AND INSTALL (1) ONE S/F CUSTOM MONUMENT SIGN WITH ILLUMINATED REVERSE PIN MOUNTED LETTERS, LOGO AND SEAL. ILLUMINATION BY LEDS.

MAIN CABINET TO BE FABRICATED ALUMINUM FRAME WITH CONCRETE BOARD DECORATED WITH FAUX BRICK FINISH. ALUMINUM REVEALS TO HAVE LIMESTONE FINISH. ROOF ELEMENTS TO BE FABRICATED ALUMINUM OR GALVANIZED SHEET METAL PAINTED WITH AUTOMOTIVE PAINTS.

SEAL TO BE ALUMINUM BACK LIT CHANNEL WITH FIRST SURFACE VINYL APPLICATION

FABRICATED CUSTOM BASE AND COLUMNS TO HAVE CONCRETE BOARD DECORATED WITH FAUX BRICK FINISH. ALUMINUM REVEALS TO HAVE LIMESTONE FINISH. ROOF ELEMENTS TO BE FABRICATED ALUMINUM OR GALVANIZED SHEET METAL PAINTED WITH AUTOMOTIVE PAINTS.

LANDSCAPE BY OTHERS



DATE: 07/02/24
DESIGNER: RB
REVISIONS / DATE:
1)
2)
3)

SHEET 1 OF 4
City of Orange City
205 E. Graves Ave.
Orange City, FL 32763
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386-672-1590
800-526-3291
FAX 386-677-2910

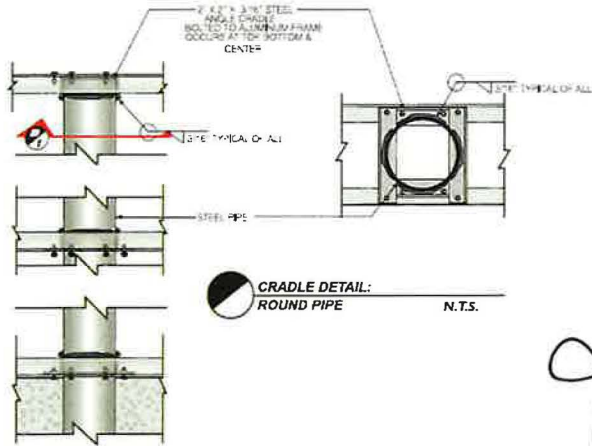
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Engineer's Notes:

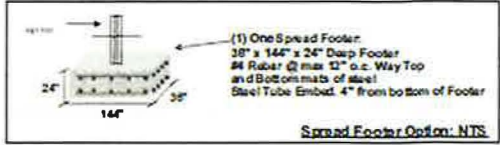
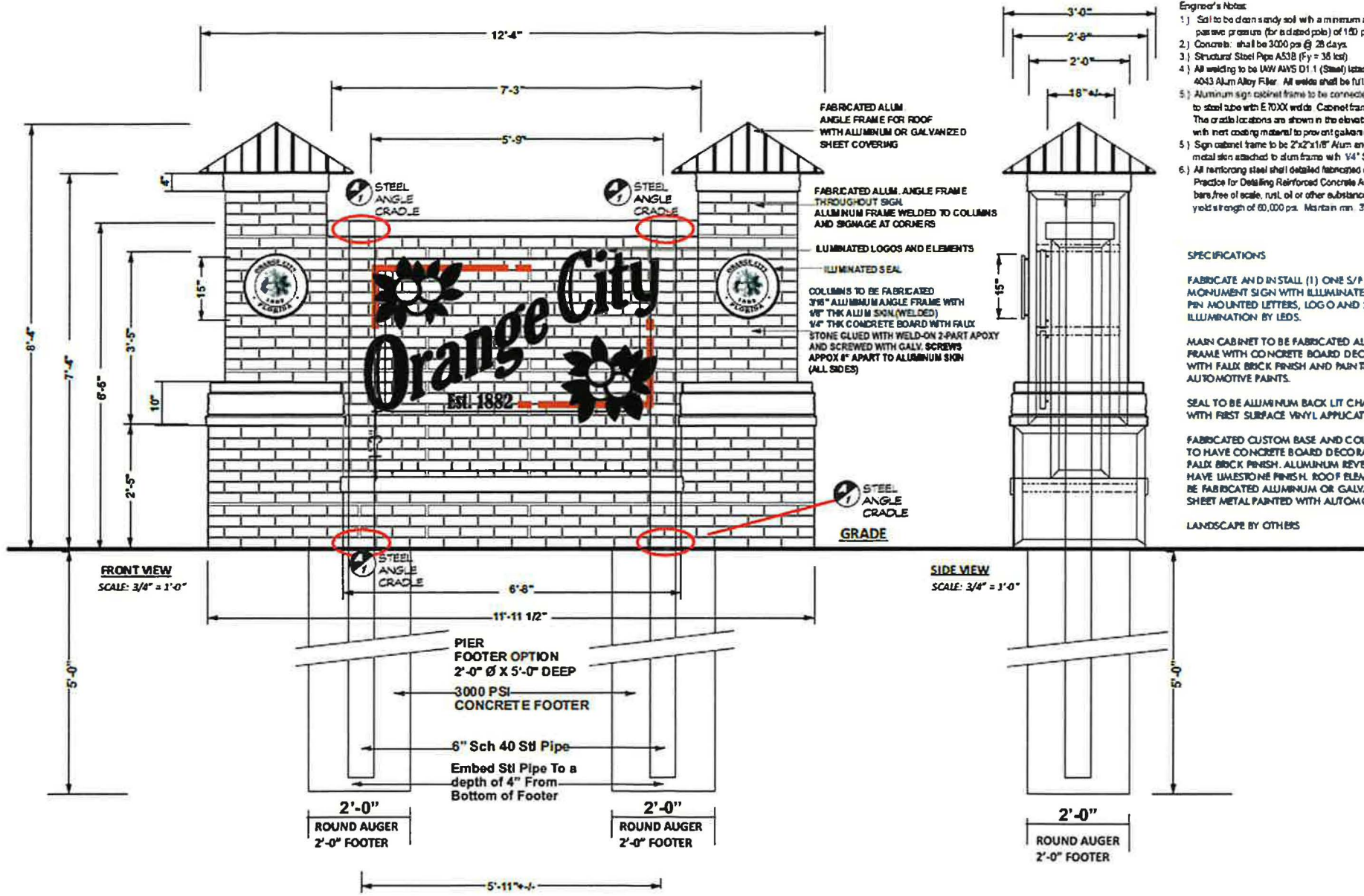
- 1.) Soil to be clean sandy soil with a minimum allowable bearing pressure of 1750 psf and minimum allowable lateral passive pressure (for isolated pole per Section 1806.3.4 Increase for poles) of 150 psf/ft.
- 2.) Concrete: shall be 3000 psi @ 28 days.
- 3.) Structural Steel Pipe: 6' Sch 40 OD = 6.625", Wall = 0.280" A53 Grade B (Fy = 35 ksi).
- 4.) All welding to be IAW AWS D1.1 (Steel) latest edition using E70XX electrodes and AWS D1.2 (Alum) with 4043 Alum Alloy Filler. All welds shall be full penetration welds at all points of contact.
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This structure has been designed in accordance with the requirements of Chapter 16, Structural Design, of the 8th Edition (2023) Florida Building Code. The following wind load requirements, in accordance with Section 1609, were employed in the design of the structure:

- Ultimate Design Wind Speed: 130 MPH (3-Second Gust Wind Speed) - Orange City, FL
- Nominal Design Wind Speed: 101 MPH (3-Second Gust Wind Speed)
- Building Risk Category: II
- Wind Exposure: C
- Force Coefficient, $C_f = 1.45$
- Design Pressure: 23.1 PSF



PROPOSED ENGINEERING (SIGN A)



Engineer's Notes:

- 1.) Soil to be clean sandy soil with a minimum allowable bearing pressure of 1750 psf and minimum allowable lateral passive pressure (for isolated pole) of 150 psf/ft.
- 2.) Concrete: shall be 3000 psi @ 28 days.
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SPECIFICATIONS

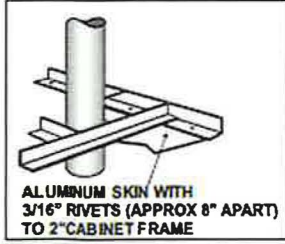
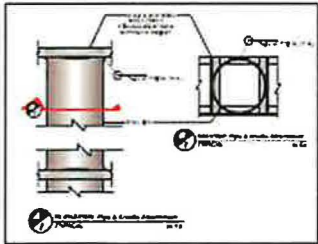
FABRICATE AND INSTALL (1) ONE S/P CUSTOM MONUMENT SIGN WITH ILLUMINATED REVERSIBLE MOUNTED LETTERS, LOGO AND SEAL. ILLUMINATION BY LEDS.

MAIN CABINET TO BE FABRICATED ALUMINUM FRAME WITH CONCRETE BOARD DECORATED WITH FAUX BRICK FINISH AND PAINTED WITH AUTOMOTIVE PAINTS.

SEAL TO BE ALUMINUM BACK LIT CHANNEL WITH FIRST SURFACE VINYL APPLICATION

FABRICATED CUSTOM BASE AND COLUMNS TO HAVE CONCRETE BOARD DECORATED WITH FAUX BRICK FINISH. ALUMINUM REVEALS TO HAVE LIMESTONE FINISH. ROOF ELEMENTS TO BE FABRICATED ALUMINUM OR GALVANIZED SHEET METAL PAINTED WITH AUTOMOTIVE PAINTS.

LANDSCAPE BY OTHERS



OR - KENCO SIGNS
1ST EDITION

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James D Wells Jr
DN: c=US,
o=Florida,
dnQualifier=A01410
D0000017EB15DAE
FF00045E30,
cn=James D Wells Jr
Date: 2024.09.26
13:10:10 -04'00'

J & L Wells Consulting LLC
1453 Arbutus Circle
Oviedo, FL 32765
(407) 496-5489
Certificate of Authorization No. 27162

Engineer of Record:
James D. Wells, Jr., P.E.
Florida Professional Engineer No. 53616



DATE: 07/02/24

DESIGNER: RB

REVISIONS / DATE:

- 1)
- 2)
- 3)

SHEET 1 OF 4

City of Orange City	
205 E. Graves Ave.	
Orange City, FL 32763	
RAYMOND WEBB	

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800-526-3291
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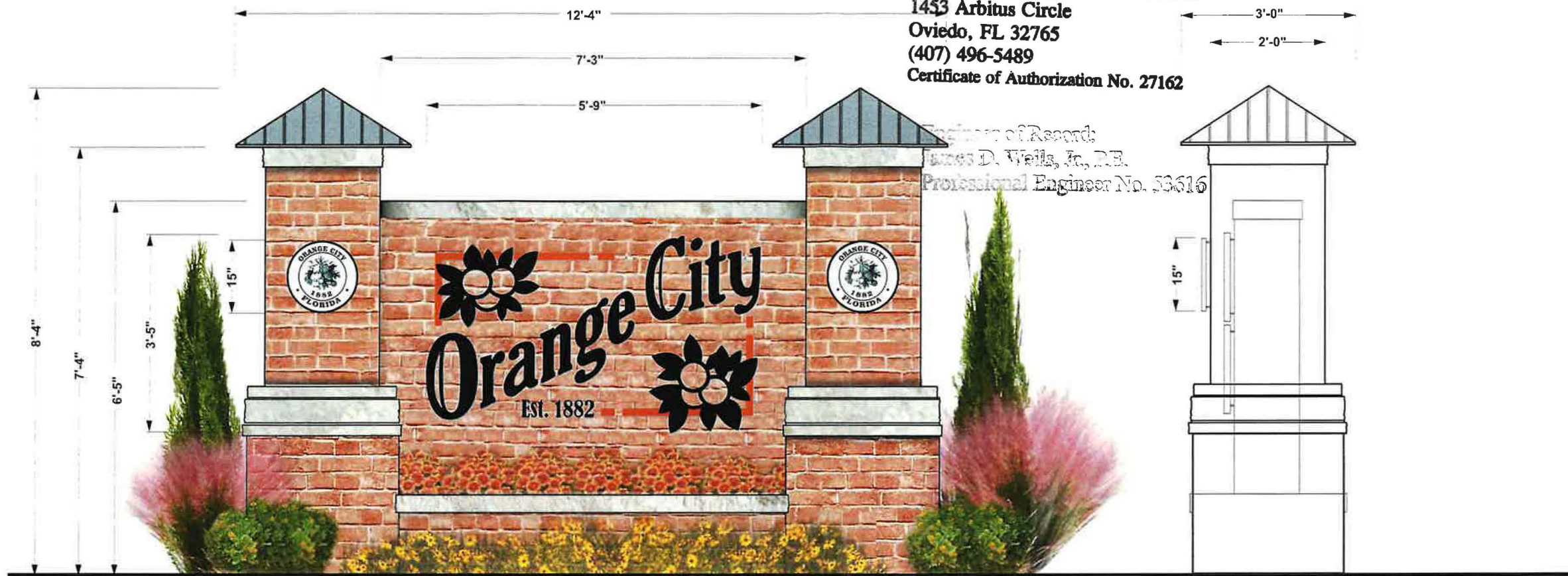
www.kenco2000inc.com

PROPOSED MOMUMENT SIGN (A)

ELEVATION

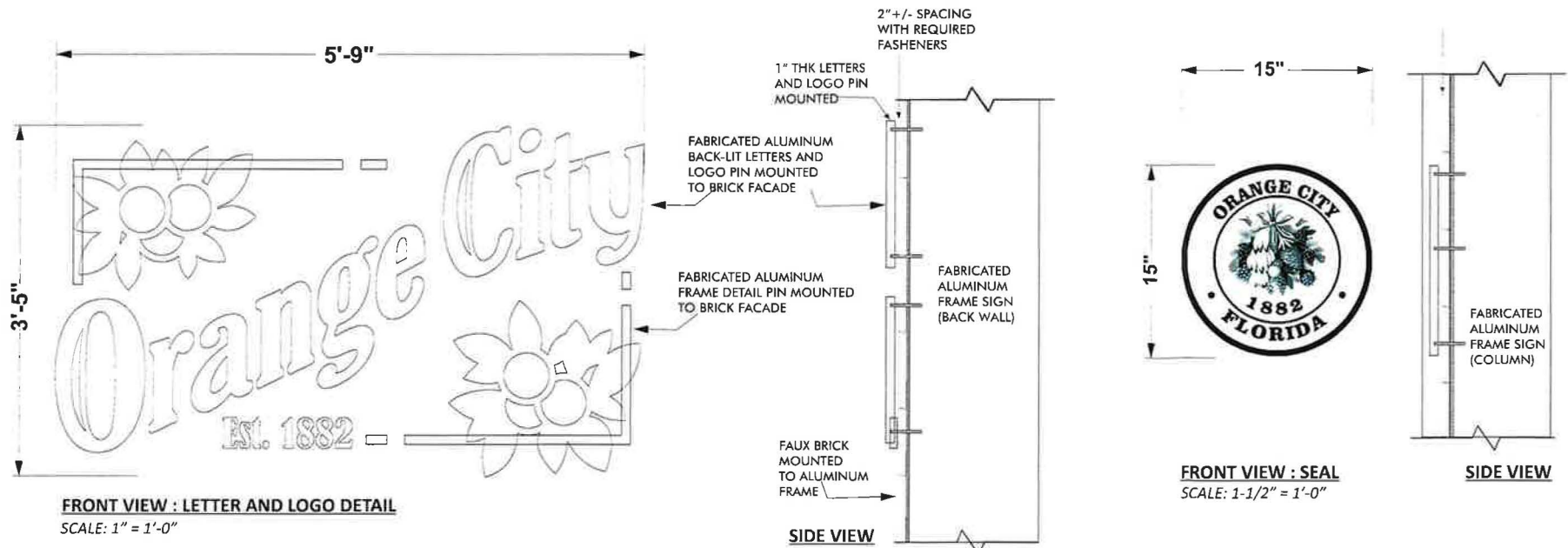
J&L WELLS CONSULTING LLC
1453 Arbutus Circle
Oviedo, FL 32765
(407) 496-5489
Certificate of Authorization No. 27162

Seal of Record:
James D. Wells, Jr., P.E.
Professional Engineer No. 53616



FRONT VIEW
SCALE: 3/4" = 1'-0"

SIDE VIEW



FRONT VIEW : LETTER AND LOGO DETAIL
SCALE: 1" = 1'-0"

FRONT VIEW : SEAL
SCALE: 1-1/2" = 1'-0"

SIDE VIEW

SPECIFICATIONS

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LANDSCAPE BY OTHERS



DATE:	07/02/24
DESIGNER:	RB
REVISIONS / DATE:	
1)	
2)	
3)	
SHEET 1 OF 4	
PROJECT:	City of Orange City
STREET:	205 E. Graves Ave.
CITY:	Orange City
STATE:	FL, 32763
SALES REP:	RAYMOND WEBB
NOTES:	
FILE NAME:	
DATE:	
APPROVED BY:	
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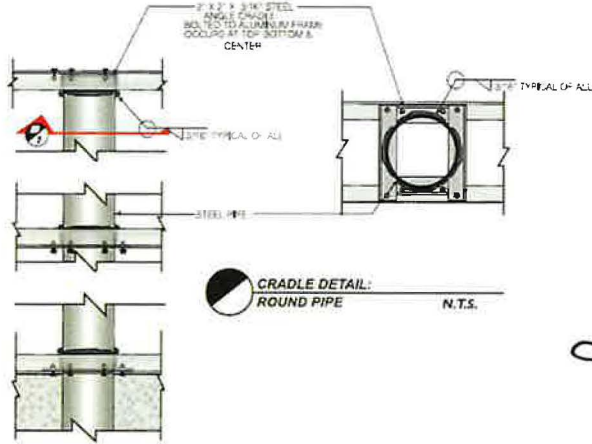
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Engineer's Notes:

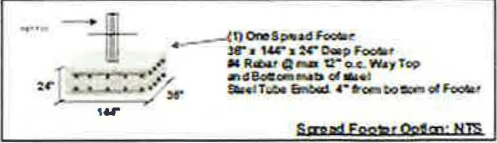
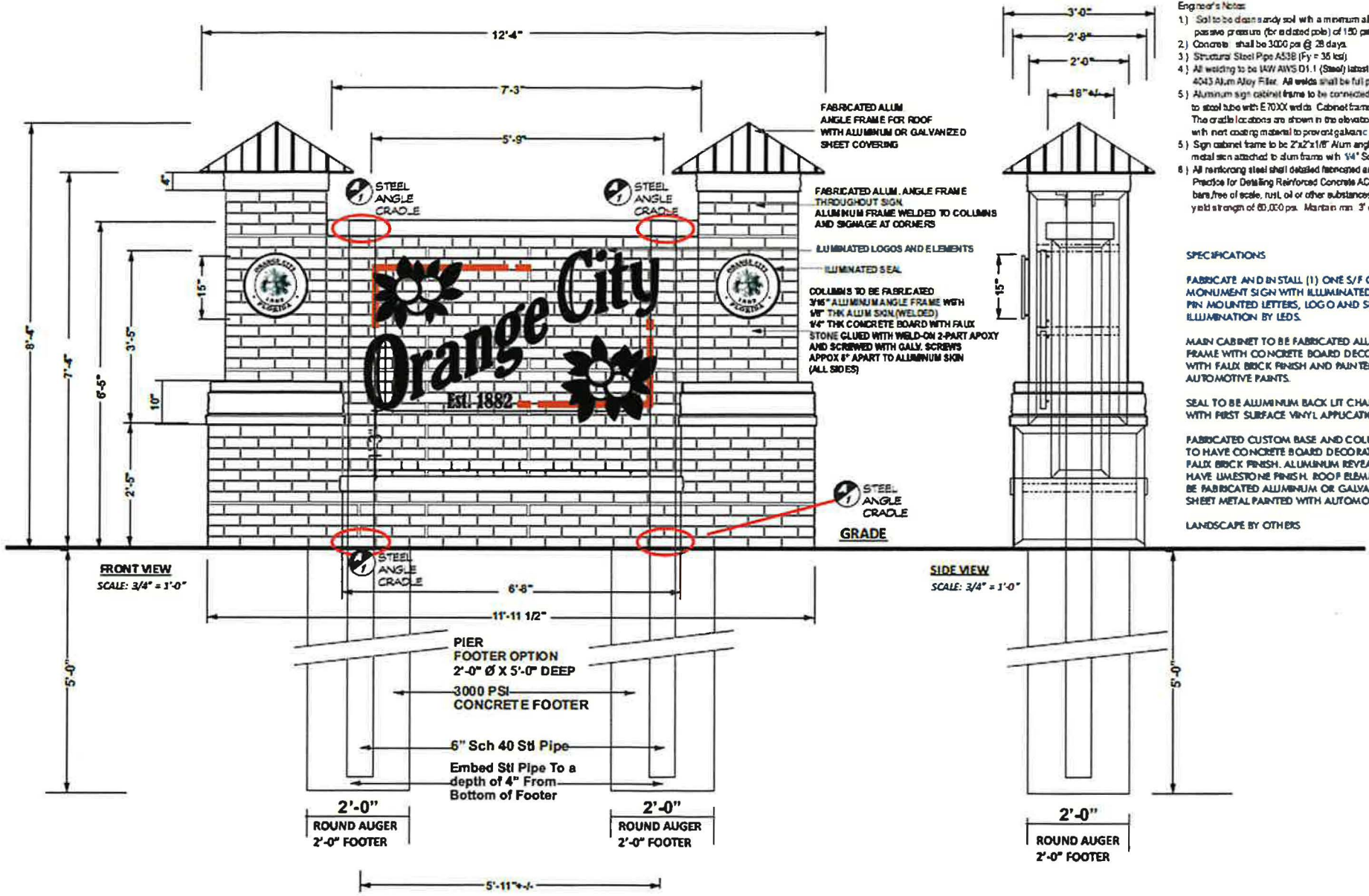
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- Wind Exposure: C
- Force Coefficient, C_f = 1.45
- Design Pressure: 23.1 PSF



PROPOSED ENGINEERING (SIGN A)



Engineer's Notes:

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SPECIFICATIONS

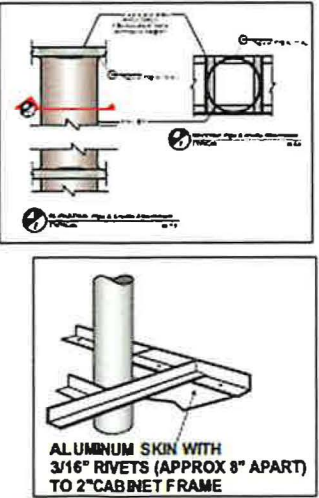
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LANDSCAPE BY OTHERS



DATE: 07/02/24
DESIGNER: RB
REVISIONS / DATE:
1)
2)
3)

SHEET 1 OF 4
City of Orange City
205 E. Graves Ave.
Orange City, FL 32763
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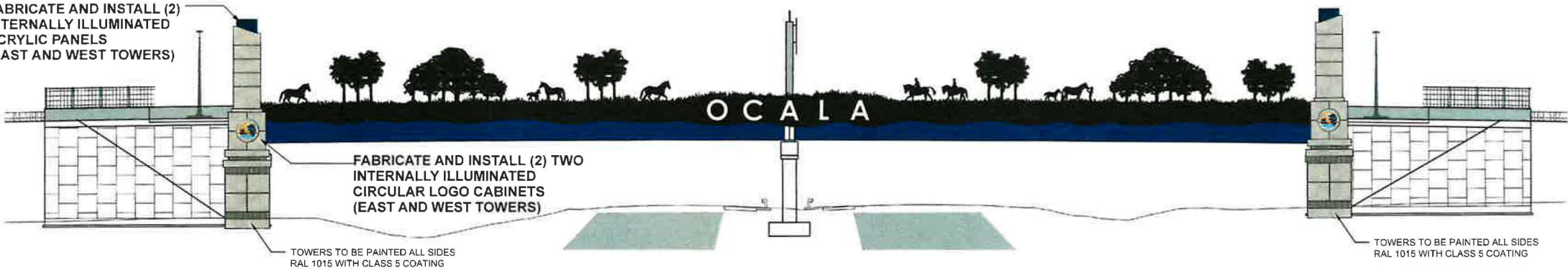
Digitally signed by
James D Wells Jr
DN: c=US,
o=Florida,
dnQualifier=A01410
D0000017EB15DAE
FF00045E30,
cn=James D Wells Jr
Date: 2024.09.26
13:10:10 -04'00'

J & L Wells Consulting LLC
1453 Arbutus Circle
Oviedo, FL 32765
(407) 496-5489
Certificate of Authorization No. 27162

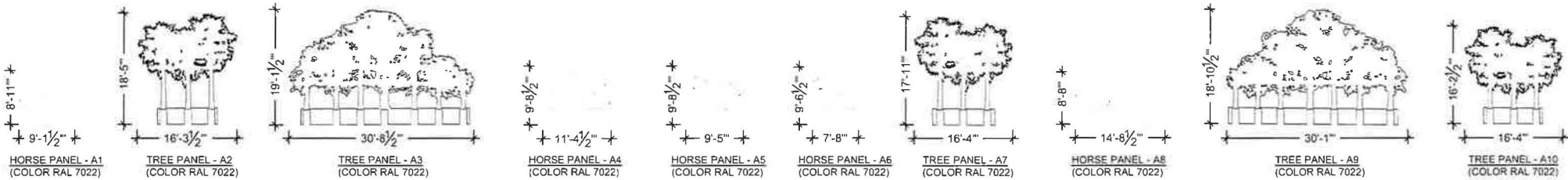
Engineer of Record:
James D. Wells, Jr., P.E.
Florida Professional Engineer No. 53616

PROPOSED NEW WALL SIGN

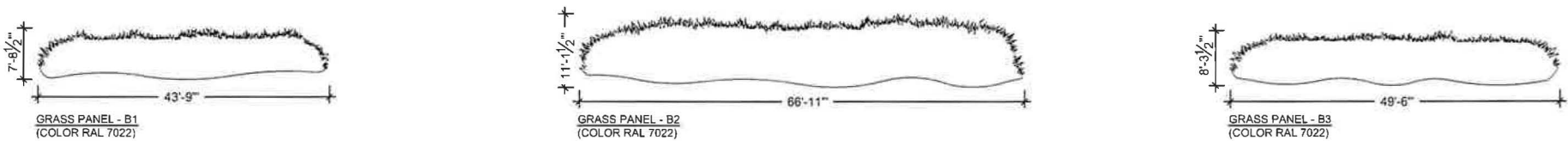
FABRICATE AND INSTALL (2)
INTERNALLY ILLUMINATED
ACRYLIC PANELS
(EAST AND WEST TOWERS)



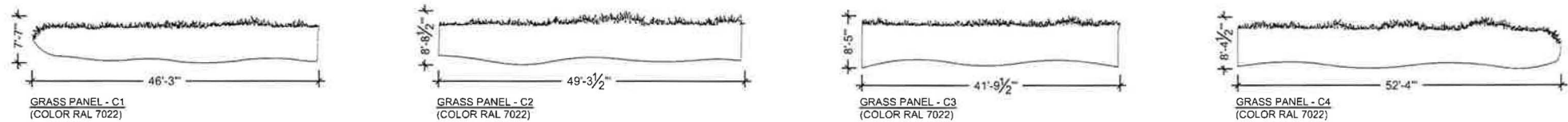
A SERIES
(CLOSEST TO BRIDGE)



B SERIES
(FRONT ART PANEL)



C SERIES
(BACK ART PANEL)



- NOTES:
1. ALL ART PANELS TO BE $\frac{3}{4}$ " ALUMINUM.
 2. ALL PANELS TO BE WATER JET CUT TO SHAPE AND FINISH WITH TIGER DRYLAC POWDER COAT, BOTH SIDES AND BOLT HEADS. OWNER TO SELECT FINAL TEXTURE.
 3. ALL DESIGNS SHOWN FOR DESIGN INTENT ONLY. CONTRACTOR/VENDOR TO SUBMIT SHOP DRAWINGS TO LANDSCAPE ARCHITECT AND PROJECT TEAM FOR APPROVAL PRIOR TO MANUFACTURING AND CONSTRUCTION.
 4. COORDINATE WITH LANDSCAPE ARCHITECT FOR FINAL DWG / ELECTRONIC VECTOR AND RASTER FILES.
 5. SEE STRUCTURAL DETAILS FOR ATTACHMENT METHODS.
 6. CONTRACTOR SHALL PROVIDE SHOP DRAWINGS FOR ALL PANEL CUTS AND FABRICATION. SHOP DRAWINGS MUST BE APPROVED BY OWNER PRIOR TO FABRICATION. ALL B-SERIES AND C-SERIES SHALL BE VERTICAL PANEL CUTS ONLY. MINIMUM STOCK ALUMINUM SHEET SIZE SHALL BE 48" IN WIDTH.
 7. ALL PANELS TO BE ANTI-GRAFFITI COATED PER FDOT STANDARD SPECIFICATIONS - ONE SIDE ONLY.
 8. SEAM REINFORCEMENTS SHALL BE ADDED PER STRUCTURAL DRAWINGS SUCH THAT ALL SEAMS ARE FLUSH AND FIXED TO PREVENT FUTURE MOVEMENT.

FABRICATE AND INSTALL (2) TWO SETS OF EACH (NON-ILLUMINATED)
FABRICATED ALUMINUM GRASS PANELS AND FIGURE PANELS MOUNTED TO
EXISTING FRAME ON BRIDGE INSTALLED BY OTHERS.



DATE: 06/13/25
DESIGNER: ROB

REVISIONS / DATE:

- 1)
- 2)
- 3)

PAGE 1 OF 1

OCALA 1-75 BRIDGE

Client: Mario County

Designer: RAYMOND WEBB

File Name: PROJECT

Project Name: DATE:

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K
KENCO
SIGNS - STATEWIDE

LED
PARTNERS
FLORIDA

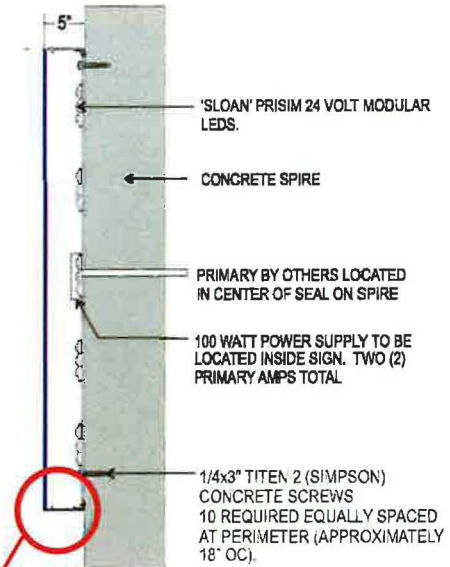
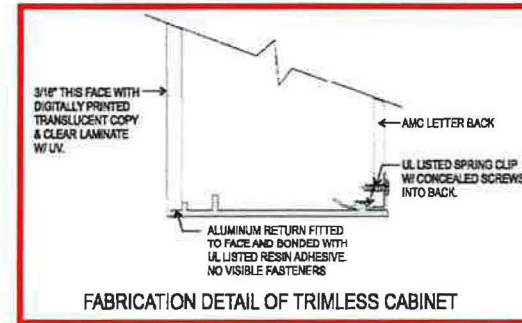
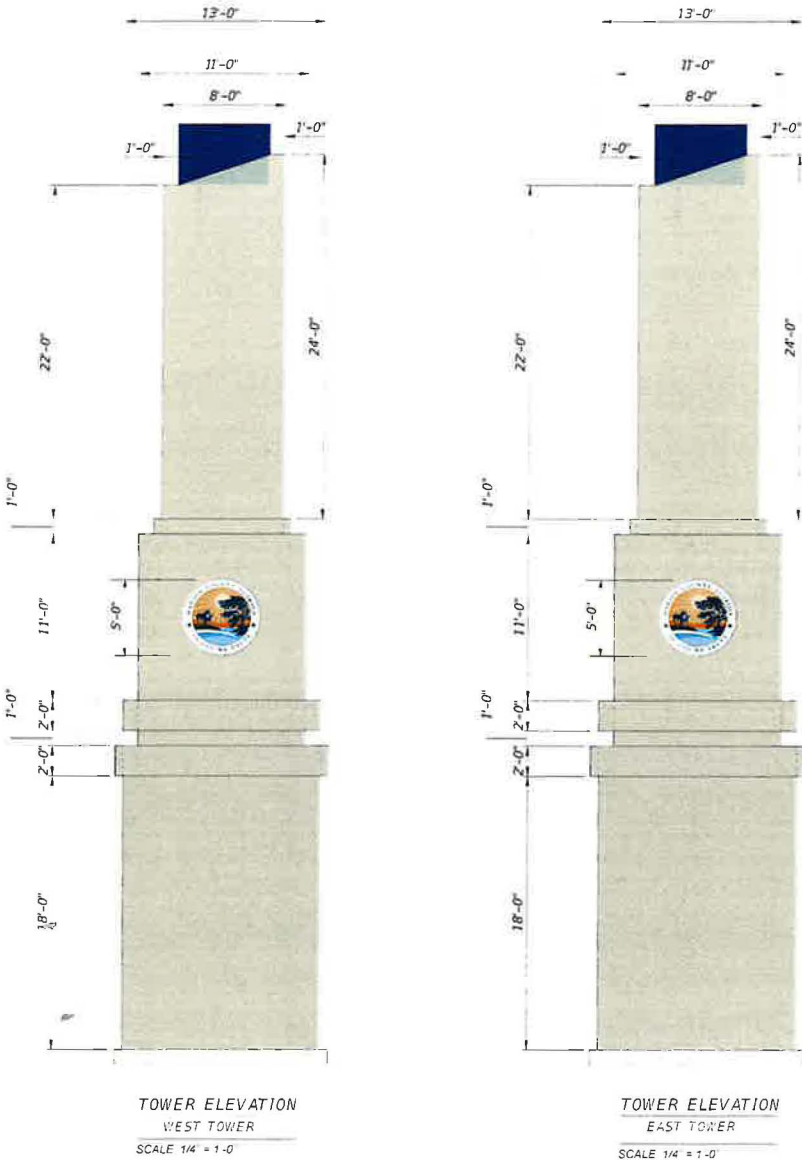
DIGITAL DISPLAYS
1539 GARDEN AVENUE
HOLLY HILL, FL 32117
386-672-1590
800-526-3291
FAX 386-677-2910

Signs are intended to be installed in accordance with the installation instructions provided with the sign sections and the NEC. Authorities having jurisdiction are responsible for the ultimate decision to approve an installation.

This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.

www.kenco2000inc.com

PROPOSED NEW WALL SIGN



CALCULATIONS	
DESIGN PRESSURE ON LIGHTED SEAL	
116	BASIC WIND SPEED, MPH
0.85	K _z
0.85	K _d
1	K _{zt}
1.2	G
1.3	C _f
36.8	DESIGN PRESSURE, PSF
CALCULATION FOR LIGHTED SEAL	
PERIMETER RESIN ADHESIVE	
36.8	DESIGN PRESSURE, PSF
19.6	VERTICAL SURFACE AREA, SF
760.98	HORIZONTAL WIND FORCE, LBS
35.3	SURFACE AREA OF ADHESIVE, SQ IN.
100.00	RESIN ADHESIVE STRENGTH, PSI
3530.00	ALLOWABLE HORIZONTAL FORCE ON PERIMETER
4.64	FACTOR OF SAFETY
CALCULATION FOR LIGHTED SEAL	
1/4" DIA x 2.25" CONCRETE SCREWS	
35.3	DESIGN PRESSURE, PSF
19.6	VERTICAL SURFACE AREA, SF
691.88	HORIZONTAL WIND FORCE, LBS
2.1	HORIZONTAL SURFACE AREA, SF
74.13	VERTICAL WIND FORCE, LBS
100.00	APPROXIMATE SEAL WEIGHT, LBS
10.00	NUMBER OF 1/4" DIA CONCRETE SCREWS
309.00	ALLOWABLE SHEAR / SCREW, LBS
277.00	ALLOWABLE TENSION / SCREW, LBS
3,090.00	TOTAL ALLOWABLE SHEAR, LBS
2,770.00	TOTAL ALLOWABLE TENSION, LBS
4.0	FACTOR OF SAFETY FOR PULLOUT (PARTIAL)
17.7	FACTOR OF SAFETY FOR SHEAR (PARTIAL)
3.27	OVERALL FACTOR OF SAFETY

SPECIFICATIONS

FABRICATE AND INSTALL (2) TWO MARION COUNTY LOGOS SIGNS:
FABRICATED ALUMINUM CIRCULAR FRAME MOUNTED TO
EXISTING STRUCTURES.

ILLUMINATION BY WHITE LEDS.

3/16" FACES TO BE DECORATED WITH COMPUTER DIGITALLY PRINTED GRAPHICS WITH CLEAR UV LAMINATE APPLIED FIRST SURFACE.



DATE: 06/13/25

DESIGNER ROB

REVISIONS / DATE:

- 1)
- 2)
- 3)

PAGE 1 OF 1

OCALA 1-75 BRIDGE

Mario County

RAYMOND WEBB

1. **Author:** [Name]
 2. **Title:** [Title]
 3. **Journal:** [Journal]
 4. **Volume:** [Volume]
 5. **Issue:** [Issue]
 6. **Page:** [Page]

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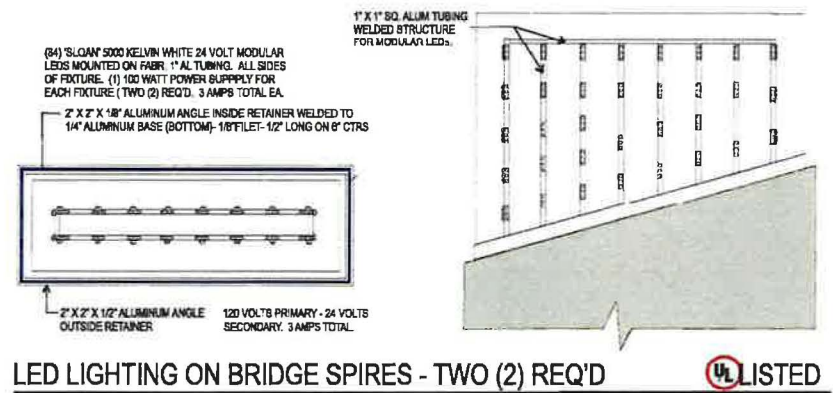
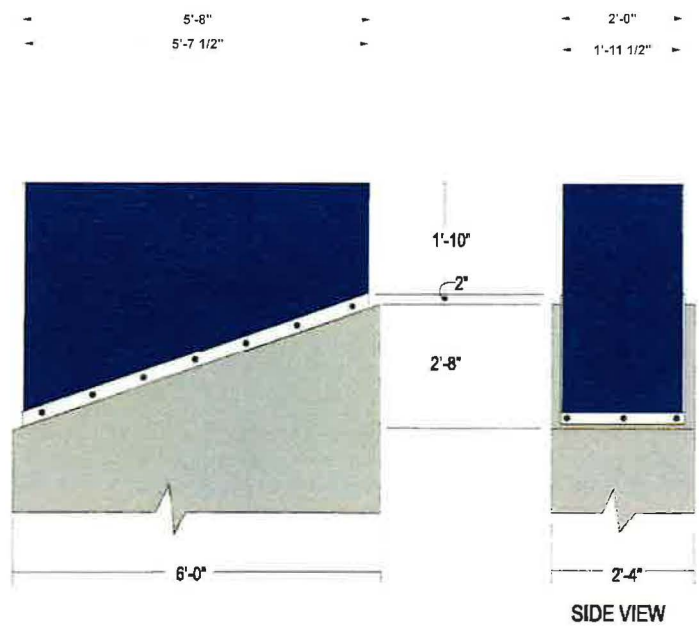
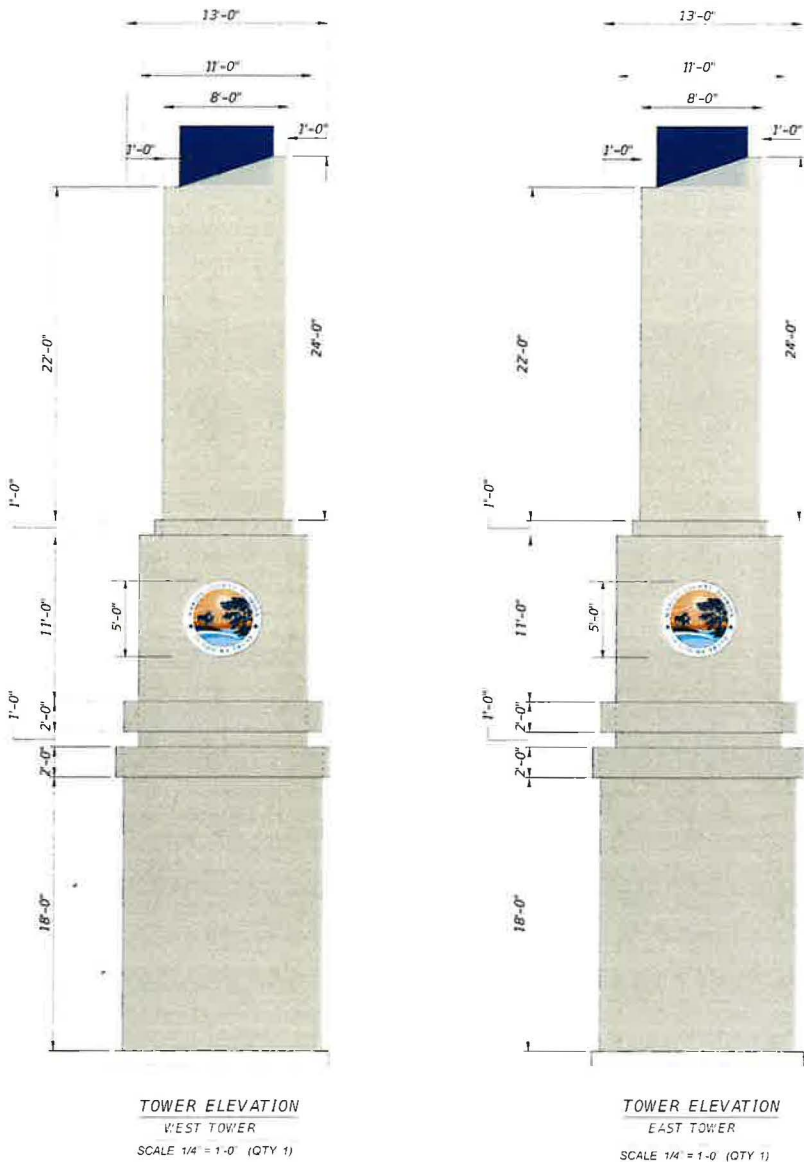


Signs are intended to be installed in accordance with the installation instructions provided with the sign sections and the NEC. Authorities having jurisdiction are responsible for the ultimate decision to approve an installation.

This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.

www.kenco2000inc.com

PROPOSED NEW WALL SIGN



SPECIFICATIONS

FABRICATE AND INSTALL (2) TWO FABRICATED ALUMINUM FRAME PANELS AT EAST AND WEST TOWERS. PANELS TO HAVE 3/16" R&H 2050 BLUE ACRYLIC FACES (4 SIDES) CHEMICALLY WELDED ALL CORNERS.

INTERNAL ILLUMINATION BY WHITE LEDS. LEDS MOUNTED TO 1"x 1" SQ. TUBING SUPPORT STRUCTURE.

FRAME MOUNTED TO FABRICATED ALUMINUM METAL BASE. BASE SECURED TO CONCRETE SPIRE WITH (8) EIGHT 3/8" DIA CONCRETE SCREWS EACH SPIRE.

CALCULATIONS	
DESIGN PRESSURE ON LIGHTED SPIRE CAP	
116	BASIC WIND SPEED, MPH
0.65	Kz
0.65	Kd
1	Kzt
1.2	G
1.3	Cf
36.8	DESIGN PRESSURE, PSF
CALCULATION FOR LIGHTED SPIRE CAP	
(12) 3/8" DIA CONCRETE SCREWS (TYPEN HD)	
36.8	DESIGN PRESSURE, PSF
17	VERTICAL SURFACE AREA, SF
680.04	HORIZONTAL WIND FORCE, LBS
11.33	HORIZONTAL SURFACE AREA, SF
435.88	VERTICAL WIND FORCE, LBS
40.00	APPROXIMATE CAP WEIGHT, LBS
1719.97	NET MOMENT CAUSING REMOVAL OF CAP, L
9	QTY OF 3/8" BOLTS ACTING TO RESIST OVER
2.00	MEAN MOMENT ARM OF BOLTS, FT
870.00	ALLOWABLE SHEAR PER BOLT, LBS
15680.00	NET MOMENT RESISTING REMOVAL OF CAP,
9.10	FACTOR OF SAFETY



DATE: 06/13/25
DESIGNER: ROB

REVISIONS / DATE:
1)
2)
3)

PAGE 1 OF 1

PROJECT: Ocala 1-75 Bridge
CLIENT: Marion County
DESIGNER: RAYMOND WEBB

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800-526-3291
FAX 386-677-2910

Signs are intended to be installed in accordance with the installation instructions provided with the sign sections and the NEC. Authorities having jurisdiction are responsible for the ultimate decision to approve an installation.

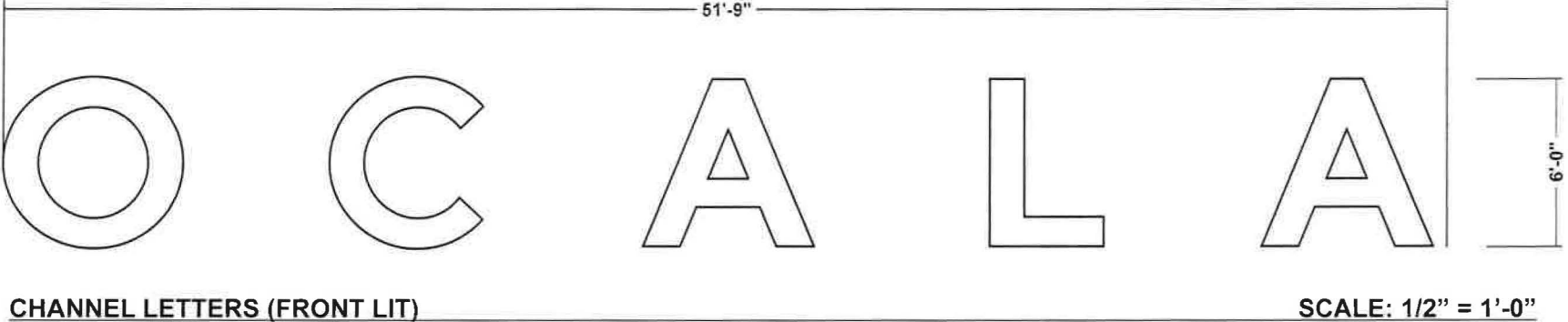
This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.



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PROPOSED NEW WALL SIGN

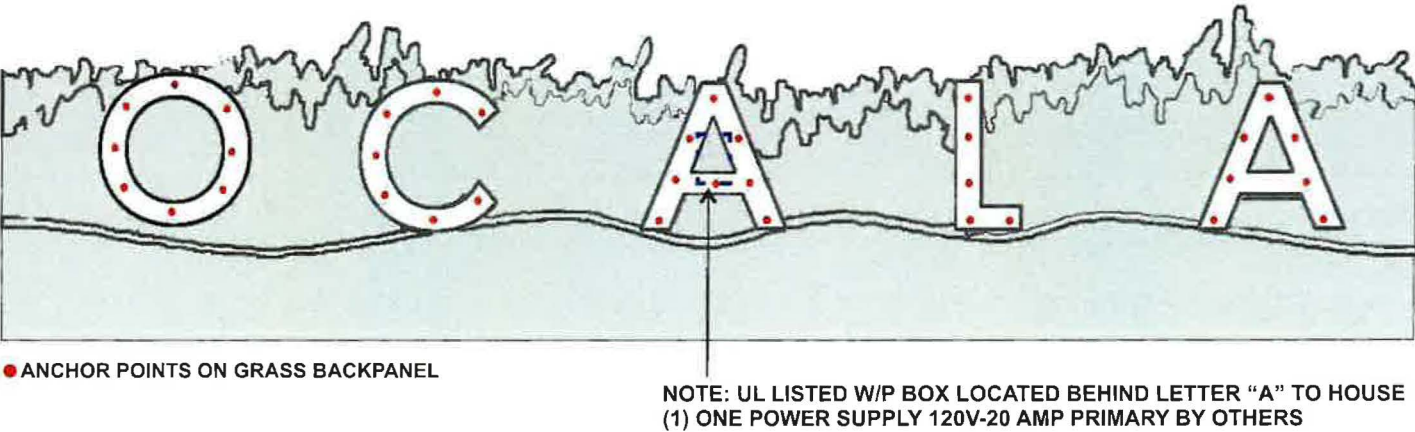
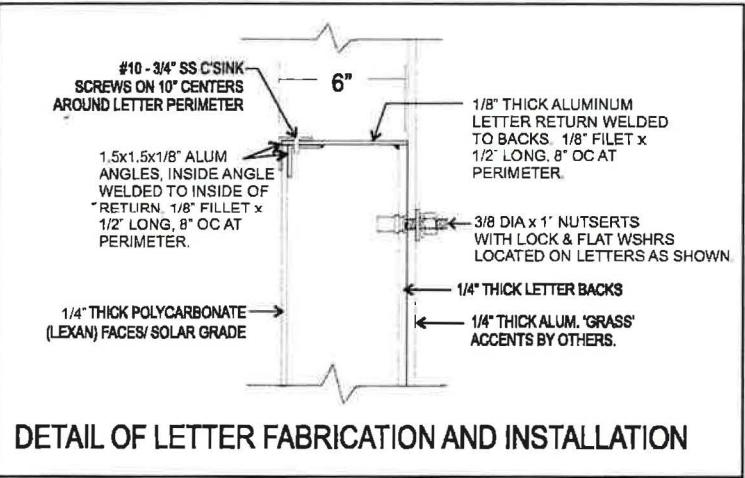
CALCULATIONS	
DESIGN PRESSURE ON LETTERS	
116	BASIC WIND SPEED, MPH
0.85	K _z
0.85	K _d
1	K _{zt}
1.2	G
1.3	C _f
38.8	DESIGN PRESSURE, PSF
CALCULATION FOR LETTERS (LETTER O USED WITH LARGEST A 3/8 BOLTS	
38.8	DESIGN PRESSURE, PSF
15	VERTICAL SURFACE AREA, SF
582.38	HORIZONTAL WIND FORCE, LBS
15	HORIZONTAL SURFACE AREA, SF
582.38	VERTICAL WIND FORCE, LBS
100.00	APPROXIMATE SIGN WEIGHT, LBS
8.00	NUMBER OF 3/8 DIA BOLTS
1,250.00	ALLOWABLE SHEAR / SCREW, LBS
1,000.00	ALLOWABLE TENSION / SCREW, LBS
10,000.0	TOTAL ALLOWABLE SHEAR, LBS
8,000.0	TOTAL ALLOWABLE TENSION, LBS
13.7	FACTOR OF SAFETY FOR PULLOUT (PARTIAL)
14.7	FACTOR OF SAFETY FOR SHEAR (PARTIAL)
7.09	OVERALL FACTOR OF SAFETY
#10 SCREWS	
38.8	DESIGN PRESSURE, PSF
15	VERTICAL SURFACE AREA, SF
582.38	HORIZONTAL WIND FORCE, LBS
38.00	NUMBER OF #10 SCREWS
120.00	ALLOWABLE SHEAR / SCREW, LBS
4,560.0	TOTAL ALLOWABLE SHEAR, LBS
7.8	FACTOR OF SAFETY
1/8"x0.5" WELDS	
38.8	DESIGN PRESSURE, PSF
15	VERTICAL SURFACE AREA, SF
582.38	HORIZONTAL WIND FORCE, LBS
46.00	NUMBER OF WELDS
750.00	ALLOWABLE SHEAR / WELD, LBS
34,500.0	TOTAL ALLOWABLE SHEAR, LBS
59.2	FACTOR OF SAFETY



SPECIFICATIONS

FABRICATE AND INSTALL (1) ONE SET OF INDIVIDUALLY ILLUMINATED FRONT-LIT CHANNEL LETTERS. FABRICATED 1/8" ALL ALUMINUM CONSTRUCTION WITH 1/4" WHITE ACRYLIC FACES. 1" TRIM CAP RETAINERS. INTERNALLY ILLUMINATED BY LED ILLUMINATION (120V PRIMARY -24 VOLT SEC.). LETTERS TO BE PAINTED WITH MATTHEWS ACRYLIC POLYURETHANE PAINTS.

LETTERS TO BE MOUNTED TO 1/4" ALUMINUM "GRASS" BACKPANEL (BY OTHERS).



CHANNEL LETTERS ON BRIDGE

NOT TO SCALE



DATE 06/13/25
DESIGNER ROB

REVISIONS / DATE:

- 1)
- 2)
- 3)

PAGE 1 OF 1

OCALA 1-75 BRIDGE
Mario County
RAYMOND WEBB

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386-672-1590
800-526-3291
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Signs are intended to be installed in accordance with the installation instructions provided with the sign sections and the NEC. Authorities having jurisdiction are responsible for the ultimate decision to approve an installation.
This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.

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FEDERAL DEBARMENT CERTIFICATION FORM

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension (1986) and Executive Order 12689, Debarment and Suspension (1989) at 2 C.F.R. Part 180.

(BEFORE COMPLETING CERTIFICATION, READ THE INSTRUCTIONS ON THE WHICH ARE AN INTEGRAL PART OF THE CERTIFICATION)

- (1) The prospective recipient of Federal assistance funds certifies, by Response, that it is in compliance with the requirements of 2 C.F.R. Part 180 and that neither it, its principals, nor its subcontractors are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this Response.

ATTESTATION

By signing this report, I certify to the best of my knowledge and belief that the foregoing is true, complete, and accurate. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Sections 3729-3730 and 3801-3812).

Company Name

KENCO SIGN AND AWNING LLC

Name and Title of Authorized Representative

RAYMOND WEBB / PRESIDENT

Signature



SEPTEMBER 17, 2025

Date

FEDERAL DEBARMENT CERTIFICATION FORM (CONTINUED)

Instructions for Certification

1. By signing and submitting this Response, the prospective recipient of Federal assistance funds is providing the certification as set out below.
2. The certification in this class is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective recipient of Federal assistance funds knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the Department of Labor (DOL) may pursue available remedies, including suspension and/or debarment.
3. The prospective recipient of Federal assistance funds shall provide immediate written notice to the person to which this Response is submitted if at any time the prospective recipient of Federal assistance funds learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The prospective recipient of Federal assistance funds agrees by submitting this Response that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the DOL.
5. The prospective recipient of Federal assistance funds further agrees by submitting this Response that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

State of Florida

Department of State

I certify from the records of this office that KENCO SIGN AND AWNING LLC is a limited liability company organized under the laws of the State of Florida, filed on March 13, 2012.

The document number of this limited liability company is L12000036255.

I further certify that said limited liability company has paid all fees due this office through December 31, 2025, that its most recent annual report was filed on January 2, 2025, and that its status is active.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Thirteenth day of February,
2025*




Secretary of State

Tracking Number: 5442873084CU

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

**Request for Taxpayer
Identification Number and Certification**

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give form to the
requester. Do not
send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) KENCO SIGN AND AWNING LLC	
	2 Business name/disregarded entity name, if different from above. KENCO SIGN AND AWNING LLC	
	3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor ☐ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate ☒ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) C Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. ☐ Other (see instructions)	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ (Applies to accounts maintained outside the United States.)
	3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions ☐	
	5 Address (number, street, and apt. or suite no.). See instructions. 1539 GARDEN AVENUE	Requester's name and address (optional)
6 City, state, and ZIP code HOLLY HILL, FL 32117		
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number								
			-					
or								
Employer identification number								
4	5	-	5	0	4	1	8	7

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person 	Date 2.21.25
------------------	---	------------------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

State of Florida

Department of State

I certify from the records of this office that KENCO SIGN AND AWNING LLC is a limited liability company organized under the laws of the State of Florida, filed on March 13, 2012.

The document number of this limited liability company is L12000036255.

I further certify that said limited liability company has paid all fees due this office through December 31, 2024, that its most recent annual report was filed on April 30, 2024, and that its status is active.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Thirtieth day of April, 2024*




Secretary of State

Tracking Number: 2392239182CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>



Ron DeSantis, Governor

Melanie S. Griffin, Secretary



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

ELECTRICAL CONTRACTORS' LICENSING BOARD

THE SPECIALTY ELECTRICAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

AS A SIGN ELECTRICAL SPECIALIST

WEBB, RAYMOND K

KENCO SIGN AND AWNING LLC
1539 GARDEN AVE
HOLLY HILL FL 32117

LICENSE NUMBER: ES12001286

EXPIRATION DATE: AUGUST 31, 2026

Always verify licenses online at [MyFloridaLicense.com](https://myfloridalicense.com)

ISSUED: 07/15/2024

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.



KENCO SIGN AND AWNING LLC
1539 Garden Avenue, Holly Hill, FL 32117
ledpartnersfl@gmail.com



I am pleased to enclose my proposal for. I look forward to the possibility of working with you on this project.

Raymond Webb, President
KENCO SIGN AND AWNING LLC

Kenco Sign and Awning LLC is a high-quality, experienced sign company that manufactures, services and installs on-site Commercial Advertising Digital Displays throughout the State of Florida. Our services include project management, engineering, verifying local ordinances, obtaining variances and permits, fabrication and installation. The safety of our employees and customers is our main priority.

Raymond Webb, President and owner of Kenco Sign and Awning LLC, has 40+ years of experience in the sign industry. During his career he successfully completed over 8,000 projects with no defaults. Raymond is a Florida state contractor with a qualifying state certified Electronic Sign Specialty (ES) License and a Bachelor's Degree in Structural Engineering from the University of Florida.

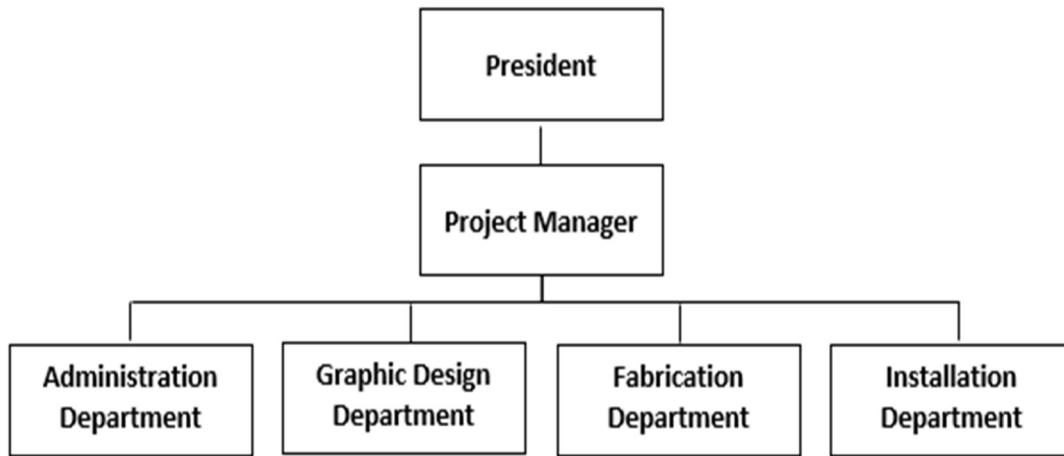
Our main office is conveniently located between Jacksonville and Miami; northeast of Orlando makes it easy for us to travel to our customers all over the state of Florida. Our secondary offices are in Winter Haven and Fort Lauderdale.

Kenco Sign and Awning LLC possesses the right qualifications and many years of experience to perform the scope of work for this project magnificently and timely.

COMPANY BACKGROUND:

KENCO SIGN AND AWNING LLC was formed and incorporated on March 13, 2012.

- Address: 1539 Garden Avenue, Holly Hill, FL 32117
- Phone: (386) 672-1590
- Email: ledpartnersfl@gmail.com
- EIN: 45-5041877
- DUNS: 13-756-8072



Raymond Webb, President

- Plan, develop projects and set goals
- Create a schedule and project timeline
- Oversee the project
- Monitor project progress and ensure the final product meets the expected requirements
- Manage Budget
- Support and direct team

Kenny Webb, Project Manager

- Ensure all tasks and project materials are delivered promptly
- Manage all resources necessary for project execution
- Monitor progress
- Ensure top-quality results and success of the project

Kelly Minott, Office Manager

- Manage correspondence
- Permitting
- Invoicing
- Support team
- Manage documentation

Pat Bernot, Accounting/Bid Writer

- Accounting (Payables and Receivables)
- Bid Writer
- Support team
- Manage documentation

BYRD ANTI-LOBBYING CERTIFICATION
Section 1352, Title 31, United States Code

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of an Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents of all sub-awards at all tiers (including subcontracts sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.
- (4) This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a pre-requisite for making or entering into this transaction imposed by section 1352, title 31, United States Code. Any person who fails to file this required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

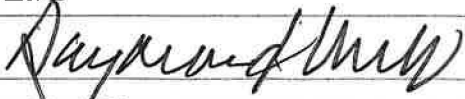
Organization: KENCO SIGN AND AWNING LLC

Street Address: 1539 GARDEN AVENUE

City, State, Zip: HOLLY HILL, FL 32117

CERTIFIED by: (type or print)

RAYMOND WEBB

Signature: 

Title/Date: PRESIDENT / SEPTEMBER 19, 2025

AFFIDAVIT OF COMPLIANCE WITH 2 CFR §200.321 REQUIREMENTS

I, RAYMOND WEBB, in my capacity as PRESIDENT,
(First and Last Name) (Company Title/Position)
am authorized to sign on behalf of, and fully bind, KENCO SIGN AND AWNING LLC.
(Company Name) (the "Prime Contractor").

Accordingly, on behalf of the Prime Contractor, I swear to, and affirm, the following:

- RW 1. Qualified small and minority businesses, and women's business enterprises,
(Initial) were, and will continue to be, placed on all of the Prime Contractor's solicitation lists.
- RW 2. The Prime Contractor solicited, and will continue to solicit, small and minority
(Initial) businesses, and women's business enterprises, when they were/are potential sources.
- RW 3. Based on the Prime Contractor's experience and expertise, the total requirements of
(Initial) the project were, and will continue to be, divided – when economically feasible-into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises.
- RW 4. The Prime Contractor has and/or will establish delivery schedules that will encourage
(Initial) participation of small and minority business, and women's business enterprises.
- RW 5. The Prime Contractor has and/or will use the services and assistance, as appropriate,
(Initial) of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.
- RW 6. I understand that if the Prime Contractor fails to submit this documentation required
(Initial) of these bid documents as attachments to this Affidavit of Compliance, that the Prime Contractor's bid will be considered non-responsive.
- RW 7. I affirm that all the documentation attached to this Affidavit of Compliance reflect true
(Initial) and accurate records that have not in any way been altered.
- RW 8. I understand that, should the Prime Contractor be the awarded the contract that
(Initial) this affidavit will continue to be considered binding for the duration of the project.
- RW 9. I understand that false statements on this Affidavit of Compliance may result in criminal
(Initial) prosecution for a felony of the third degree as provide for in §92.525(3), Florida Statues.

I swear and affirm that the above and foregoing representations are true and correct to the best of my information, knowledge, and belief.


Signature

RAYMOND WEBB

SEPTEMBER 17, 2025

Date

PRESIDENT

STATE OF FLORIDA

COUNTY OF VOLUSIA

NO COERCION OF LABOR AFFIDAVIT

BEFORE ME, the undersigned authority, personally appeared RAYMOND WEBB, who, after being duly sworn, deposes and states that he/she is an adult person, over the age of 18, competent to testify as to the following matters to which he/she has personal knowledge:

1. My name is RAYMOND WEBB.
2. I am currently the PRESIDENT of KENCO SIGN AND AWNING LLC.
3. In that capacity, I am authorized to make this attestation.
4. Pursuant to the requirement of Florida Statutes § 787.06(13), my company attests, under penalty of perjury, that it does not use coercion, as defined in Florida Statutes § 787.06(2)(a), for labor or services.

FURTHER AFFIANT SAYETH NOT:


RAYMOND WEBB

The foregoing instrument was attested to before me this 17 day of SEPTEMBER, 2025, by RAYMOND WEBB, who is ☒ personally known to me or ☐ who has produced _____ as identification, and who did take an oath under penalty of perjury, and who appeared before me at the time of notarization.

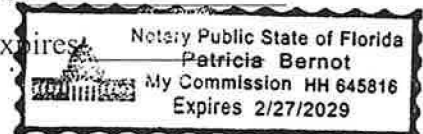
Sign: _____

Print: PATRICIA BERNOT

Notary Public-State of Florida

Commission No: _____

Commission Expires: _____



seal:

**FOREIGN COUNTRY OF CONCERN ATTESTATION
(PUR 1355)**

This form must be completed by an officer or representative of an entity submitting a bid, proposal, or reply to, or entering into, renewing, or extending, a contract with a Governmental Entity which would grant the entity access to an individual's Personal Identifying Information. Capitalized terms used herein have the definitions ascribed in Rule 60A-1.020, F.A.C.

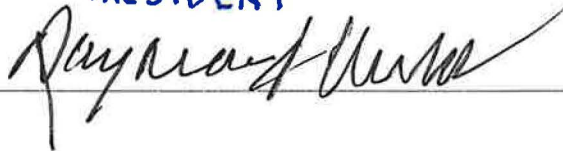
Name of entity is not owned by the government of a Foreign Country of Concern, is not organized under the laws of nor has its Principal Place of Business in a Foreign Country of Concern, and the government of a Foreign Country of Concern does not have a Controlling Interest in the entity.

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated in it are true.

Printed Name: **RAYMOND WEBB**

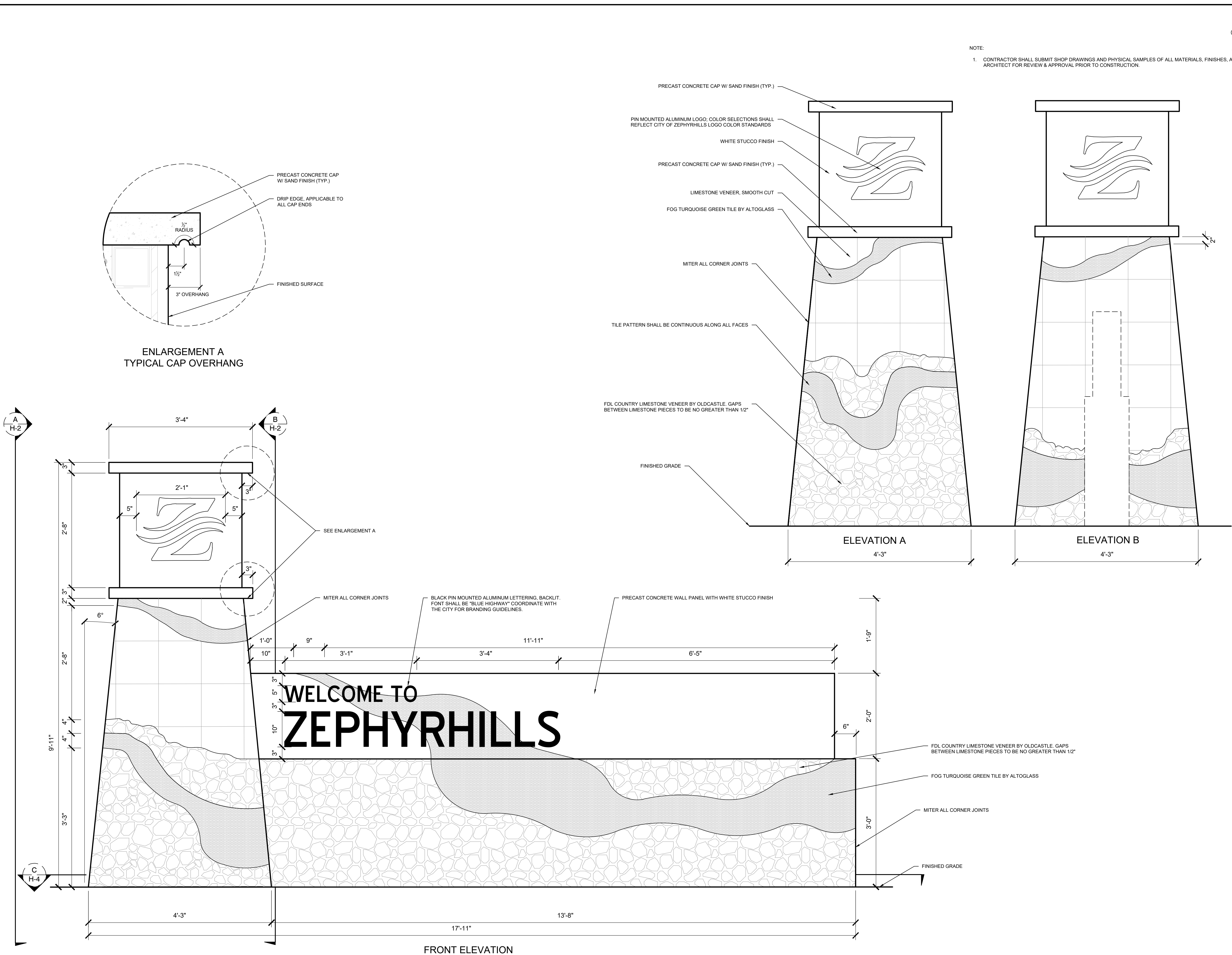
Title: **PRESIDENT**

Signature:



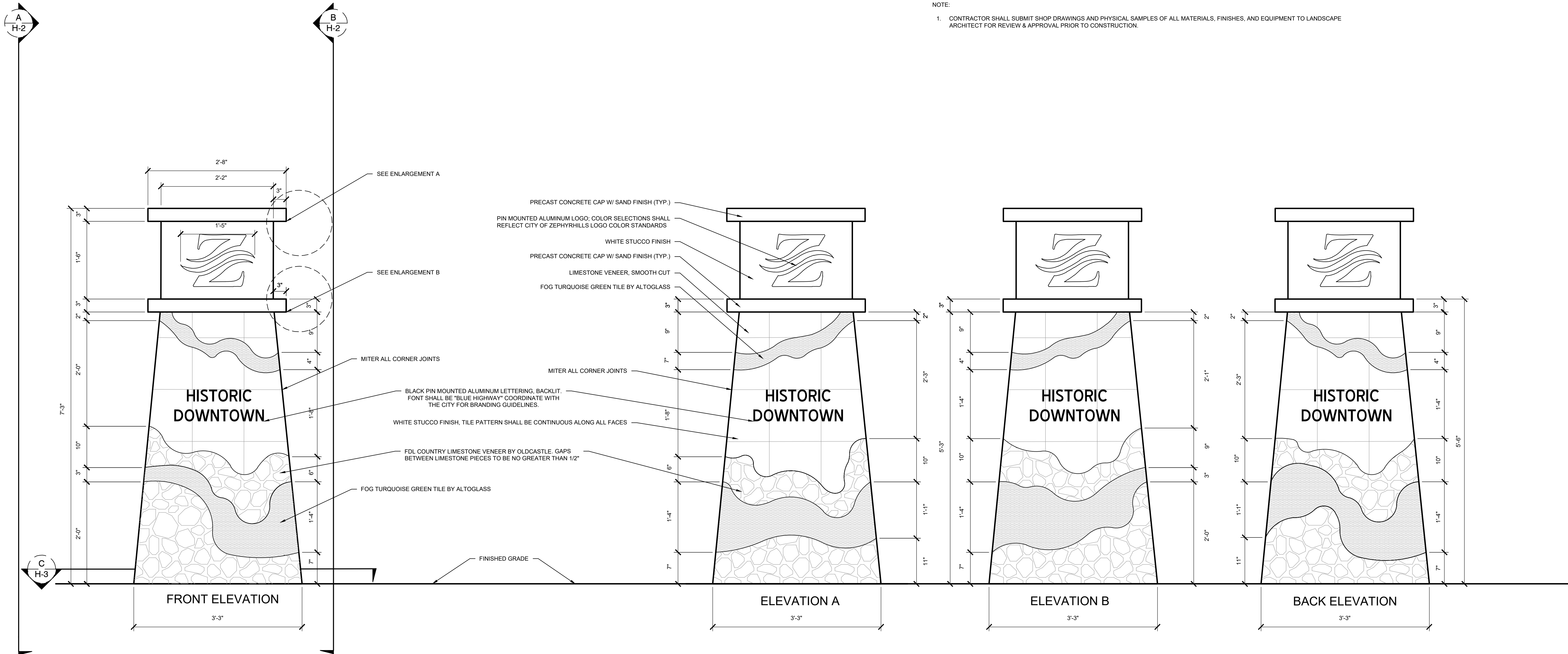
Date: **SEPTEMBER 17 2025**

Plotted By: Terabonics, Skyer - Sheet Set: CITY OF ZEPHYRHILLS - CITY PARKS SIGNAGE - Layout: H-2 - June 30, 2025 09:35:07am - K:\SAPR\URG\148110013 - City of Zephyrhills - City Parks Signage\CAD\PlanSheets\CITY GATEWAY NORTH.dwg
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CITY PARKS SIGNAGE PREPARED FOR CITY OF ZEPHYRHILLS				NORTH MONUMENT SIGN ELEVATIONS				Kimley»Horn			
SHEET NUMBER T-2				LISCENSED PROFESSIONAL JAMES R. PANKONIN, P.L.A.				© 2025 KIMLEY-HORN AND ASSOCIATES, INC. 1800 2ND STREET, SUITE 900, SARASOTA, FL 34236 PHONE: 941-379-7600 WWW.KIMLEY-HORN.COM REGISTRY NO. 35106			
KHA PROJECT 148110013				DATE JUNE 2025				FL LICENSE NUMBER 6666900			
SCALE AS SHOWN				DESIGNED BY JRP				DRAWN BY SNT			
CHECKED BY JRP				DATE 6/30/2025				REVISIONS			
CITY OF ZEPHYRHILLS				No.				DATE			
								BY			

Plotted By: Terabenelec, Skyer Sheet Set: CITY OF ZEPHYRHILLS — CITY PARKS SIGNAGE Layout: H-2 June 30, 2025 09:38:46am K:\SAR JUR\148110013 — City of Zephyrhills — City Parks Signage\CAD\PlanSheets\CITY GATEWAY SOUTH.dwg
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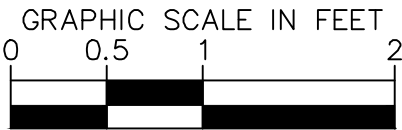
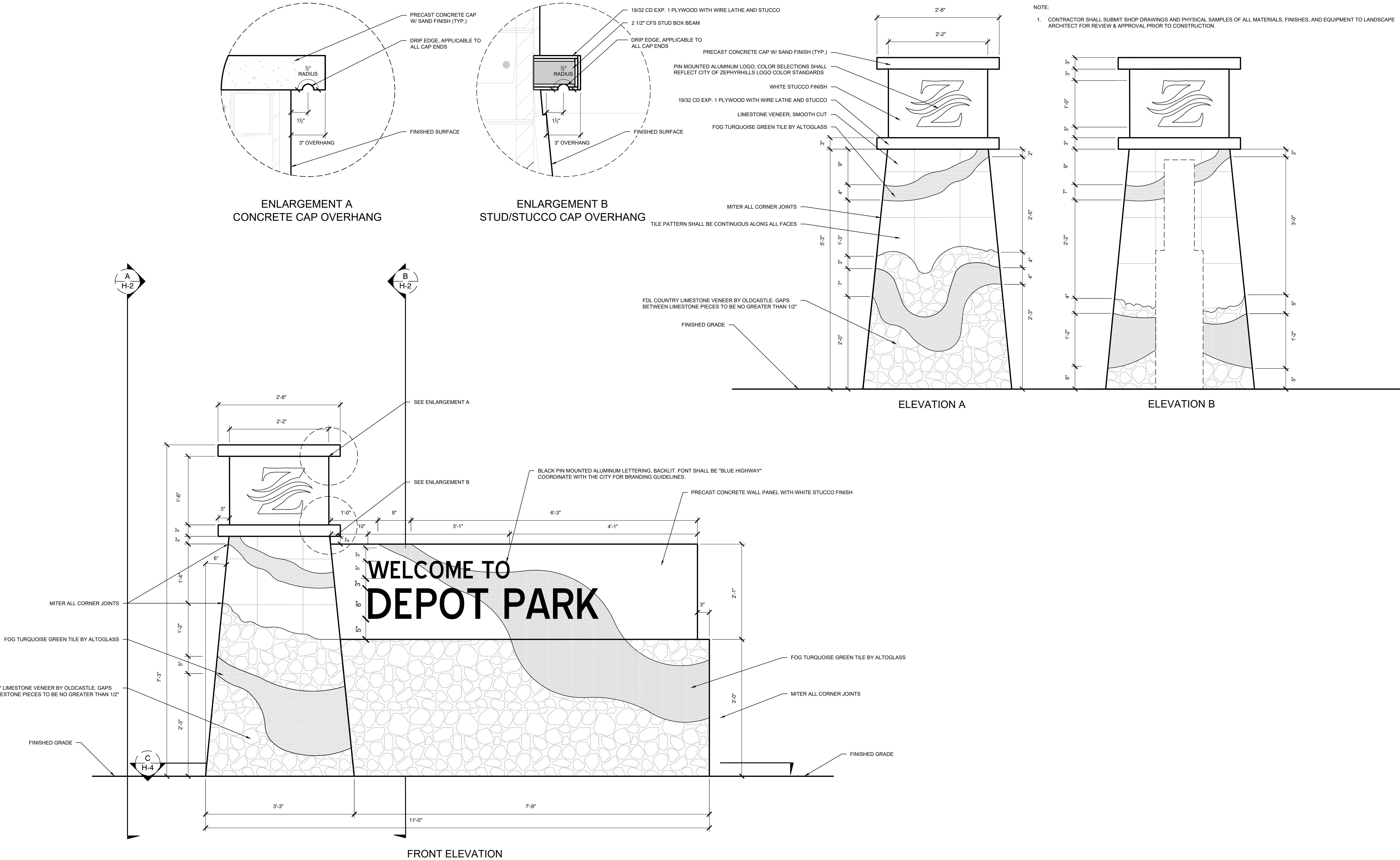


NOTE:
1. CONTRACTOR SHALL SUBMIT SHOP DRAWINGS AND PHYSICAL SAMPLES OF ALL MATERIALS, FINISHES, AND EQUIPMENT TO LANDSCAPE ARCHITECT FOR REVIEW & APPROVAL PRIOR TO CONSTRUCTION.

CITY PARKS SIGNAGE PREPARED FOR CITY OF ZEPHYRHILLS CITY OF ZEPHYRHILLS	SOUTH MONUMENT SIGN ELEVATIONS	KHA PROJECT 148110013 DATE JUNE 2025 SCALE AS SHOWN DESIGNED BY JRP DRAWN BY SNT CHECKED BY JRP	LICENSED PROFESSIONAL JAMES R. PANKNIN, P.L.A. FL LICENSE NUMBER 6666900 DATE: 6/30/2025	Kimley»Horn © 2025 KIMLEY-HORN AND ASSOCIATES, INC. 1800 2ND STREET, SUITE 900, SARASOTA, FL 34236 PHONE: 941-379-7600 WWW.KIMLEY-HORN.COM REGISTRY NO. 35106	No.	REVISIONS	DATE	BY

Plotted By: Terabenelec, Skyer Sheet Set: CITY OF ZEPHYRHILLS — CITY PARKS SIGNAGE Layout: H-2 June 30, 2025 09:39:16am K:\SAR-URG\148110013 — City of Zephyrhills — City Parks Storage\CAD\PlanSheet\DEPOT PARK.dwg

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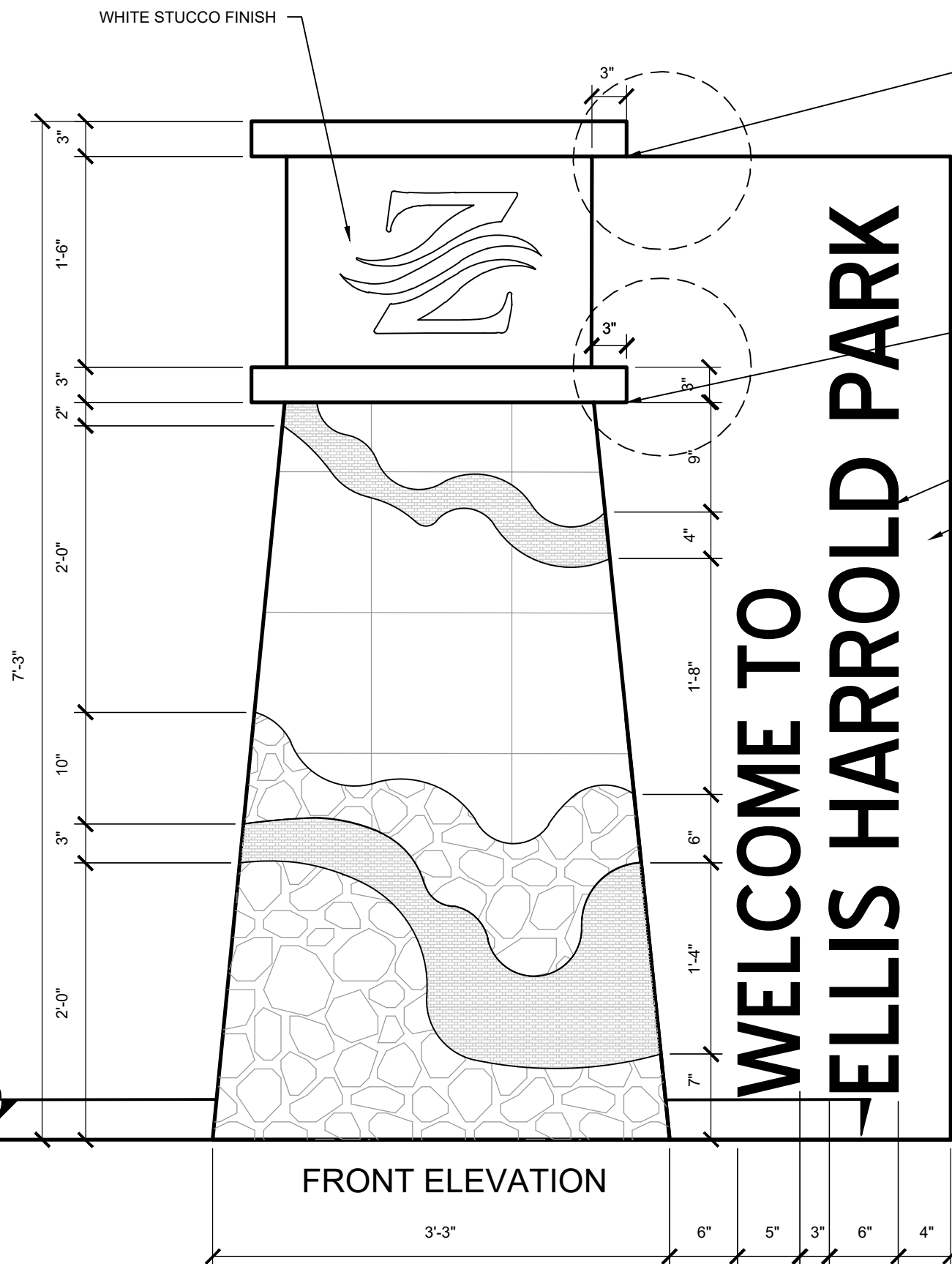


CITY PARKS SIGNAGE		DEPOT PARK		Kimley»Horn	
PREPARED FOR		MONUMENT SIGN		© 2025 KIMLEY-HORN AND ASSOCIATES, INC.	
CITY OF ZEPHYRHILLS		ELEVATIONS		1800 2ND STREET, SUITE 900, SARASOTA, FL 34236	
SHEET NUMBER		T-2		PHONE: 941-379-7600	
CITY OF ZEPHYRHILLS		FL		WWW.KIMLEY-HORN.COM	
REVISIONS		No.		REGISTRY NO. 35106	
DATE		DATE		BY	

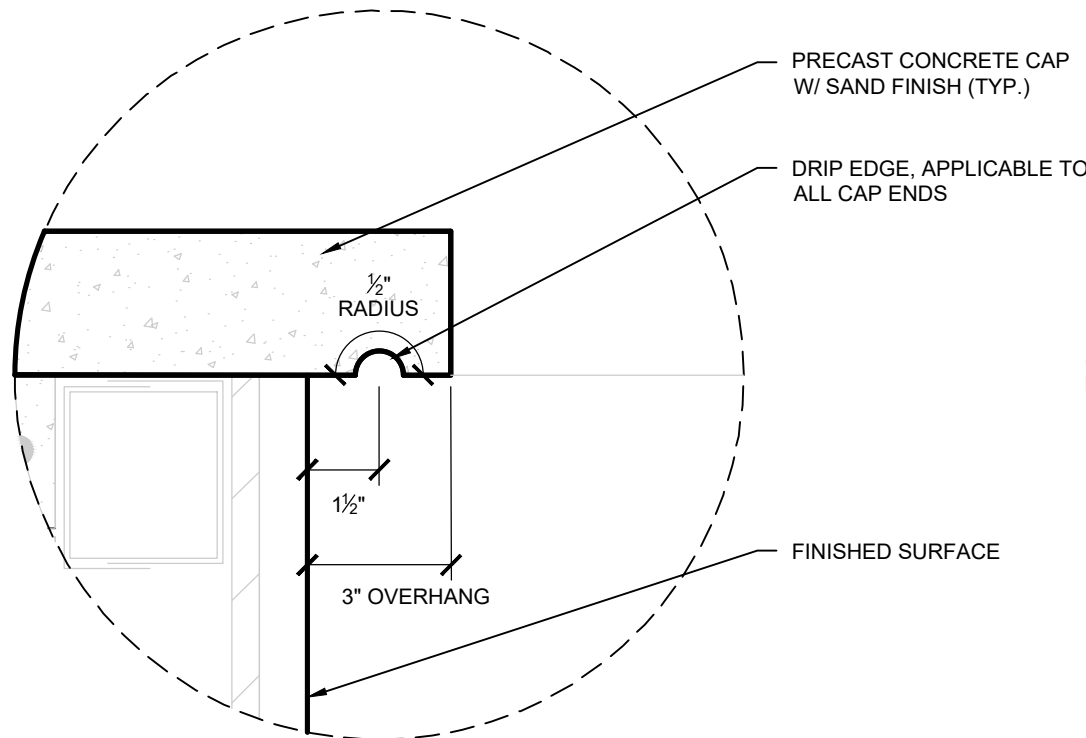
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A
H-2

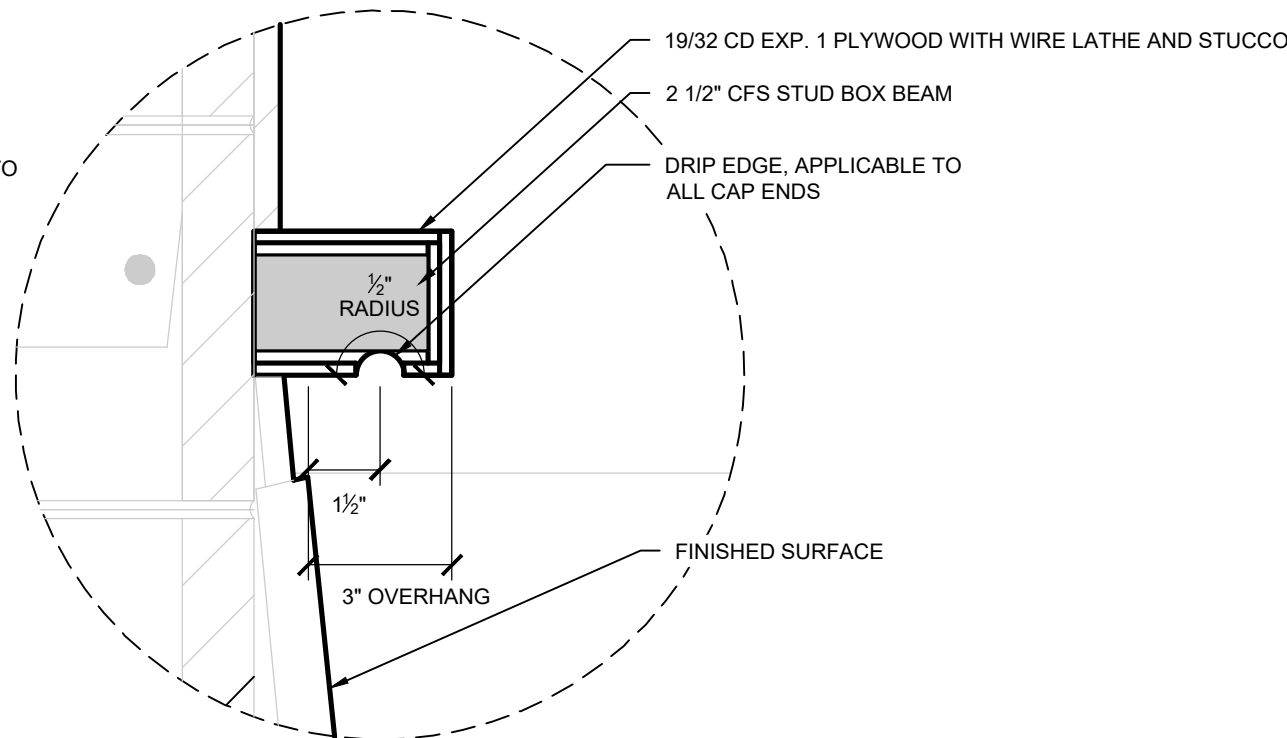
C
H-3



ENLARGEMENT A
CONCRETE CAP OVERHANG



ENLARGEMENT B
STUD/STUCCO CAP OVERHANG



NOTE:

1. CONTRACTOR SHALL SUBMIT SHOP DRAWINGS AND PHYSICAL SAMPLES OF ALL MATERIALS, FINISHES, AND EQUIPMENT TO LANDSCAPE ARCHITECT FOR REVIEW & APPROVAL PRIOR TO CONSTRUCTION.

SEE ENLARGEMENT A

SEE ENLARGEMENT B

0.125" THICK ALUMINUM OR THICKER: MONUMENT SIGNS
MUST BE ENGINEERED TO WITHSTAND A 140 MPH WIND
LOAD PER FLORIDA BUILDING CODE.

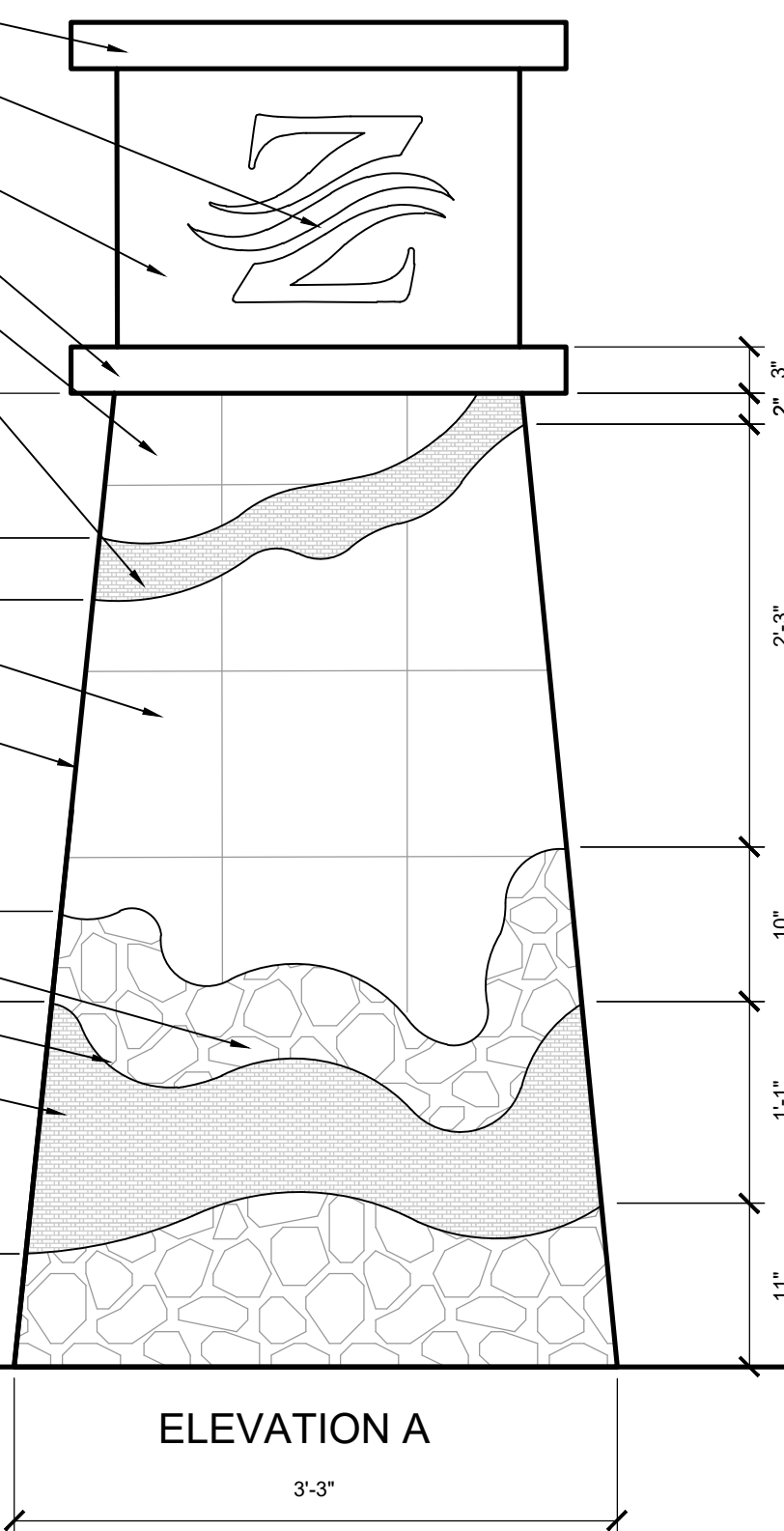
MITER ALL CORNER JOINTS

FDL COUNTRY LIMESTONE VENEER BY OLDCASTLE: GAPS
BETWEEN LIMESTONE PIECES TO BE NO GREATER THAN 1/2"
FOG TURQUOISE GREEN TILE BY ALTOGLASS
TILE PATTERN SHALL BE CONTINUOUS ALONG ALL FACES
FDL COUNTRY LIMESTONE VENEER BY OLDCASTLE: GAPS
BETWEEN LIMESTONE PIECES TO BE NO GREATER THAN 1/2"

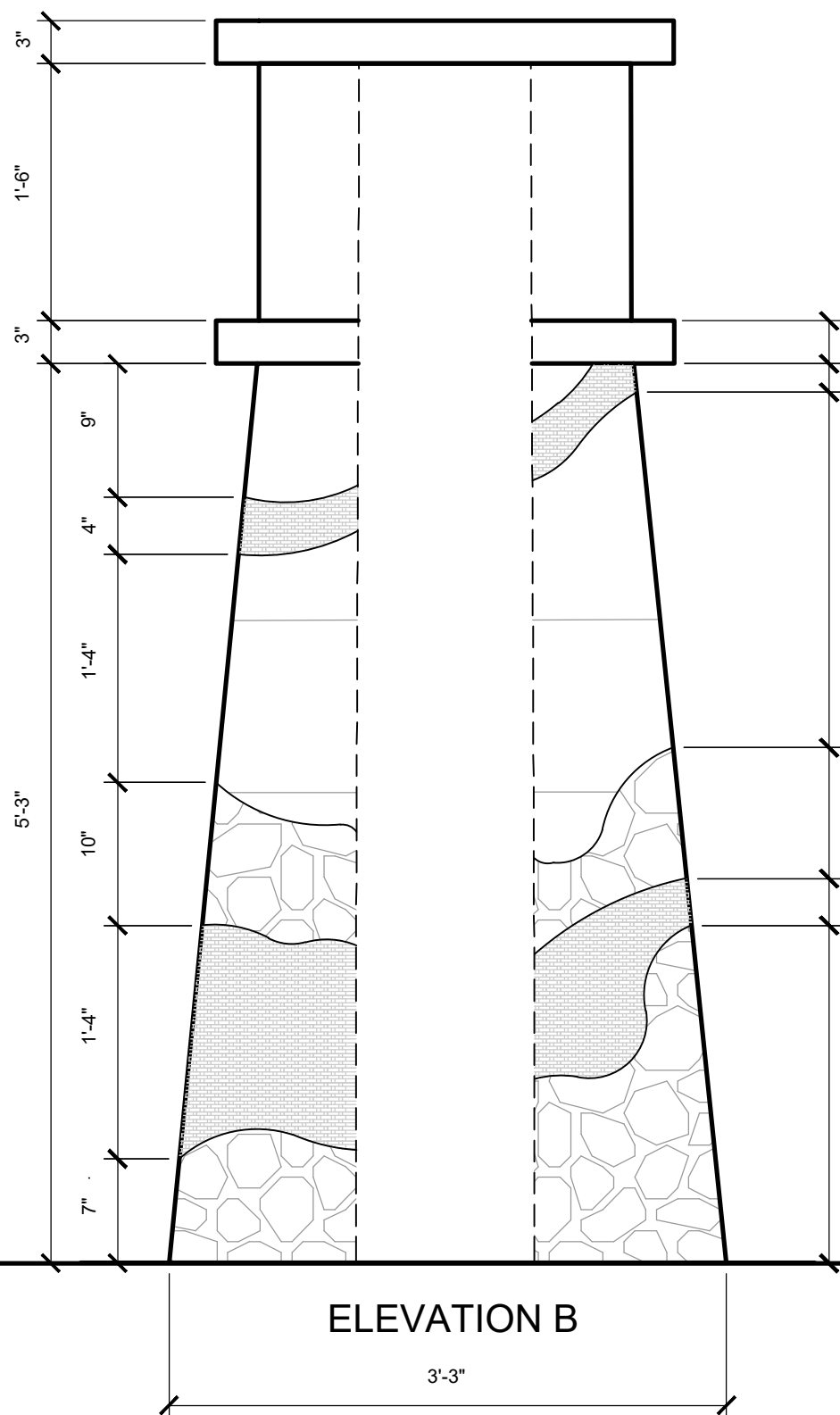
FINISHED GRADE

PRECAST CONCRETE CAP W/ SAND FINISH (TYP.)
PIN MOUNTED ALUMINUM LOGO; COLOR SELECTIONS SHALL
REFLECT CITY OF ZEPHYRHILLS LOGO COLOR STANDARDS
WHITE STUCCO FINISH
PRECAST CONCRETE CAP W/ SAND FINISH (TYP.)
LIMESTONE VENEER, SMOOTH CUT
FOG TURQUOISE GREEN TILE BY ALTOGLASS

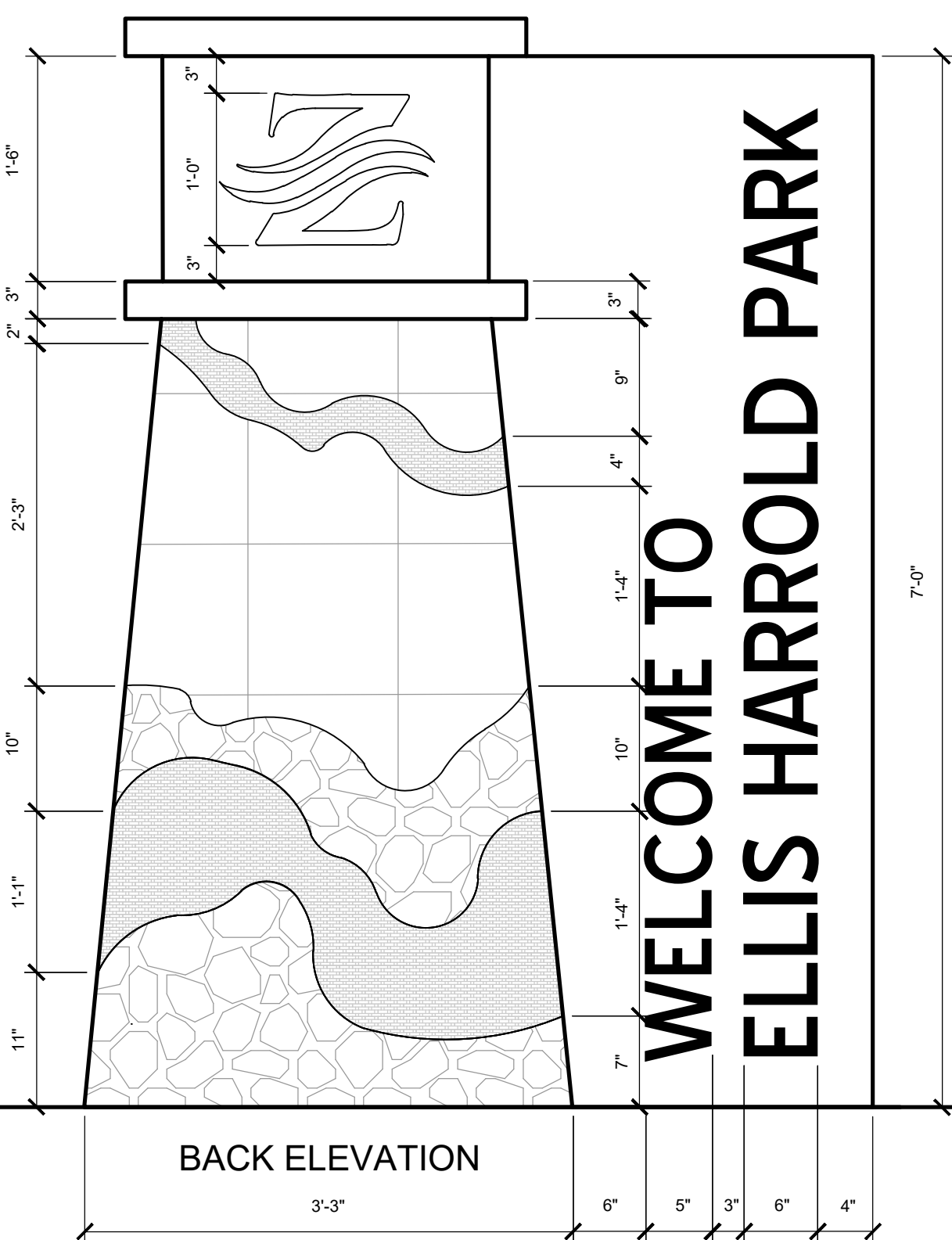
ELEVATION A



ELEVATION B



BACK ELEVATION



SHEET NUMBER
T-2

CITY PARKS SIGNAGE
PREPARED FOR
CITY OF ZEPHYRHILLS
CITY OF ZEPHYRHILLS FL

ELLIS HARROLD
PARK MONUMENT
SIGN ELEVATIONS

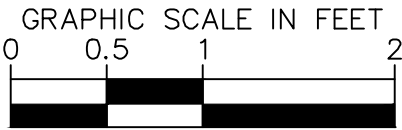
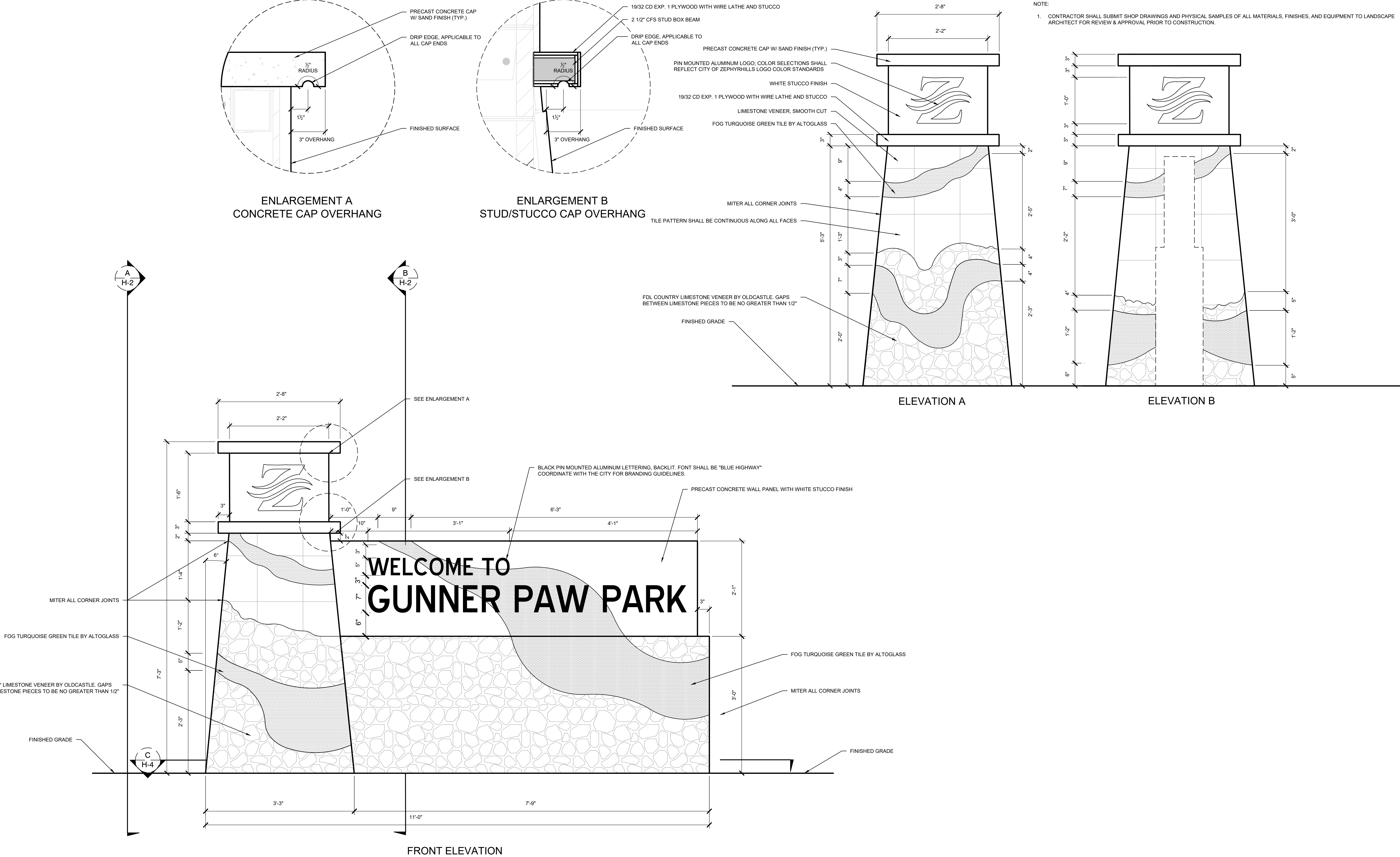
KHA PROJECT
148110013
DATE
JUNE 2025
SCALE AS SHOWN
DESIGNED BY JRP
DRAWN BY SNT
CHECKED BY JRP
LICENSED PROFESSIONAL
JAMES R. PANKONIN, P.L.A.
FL LICENSE NUMBER
6666900
DATE: 6/30/2025

Kimley»Horn

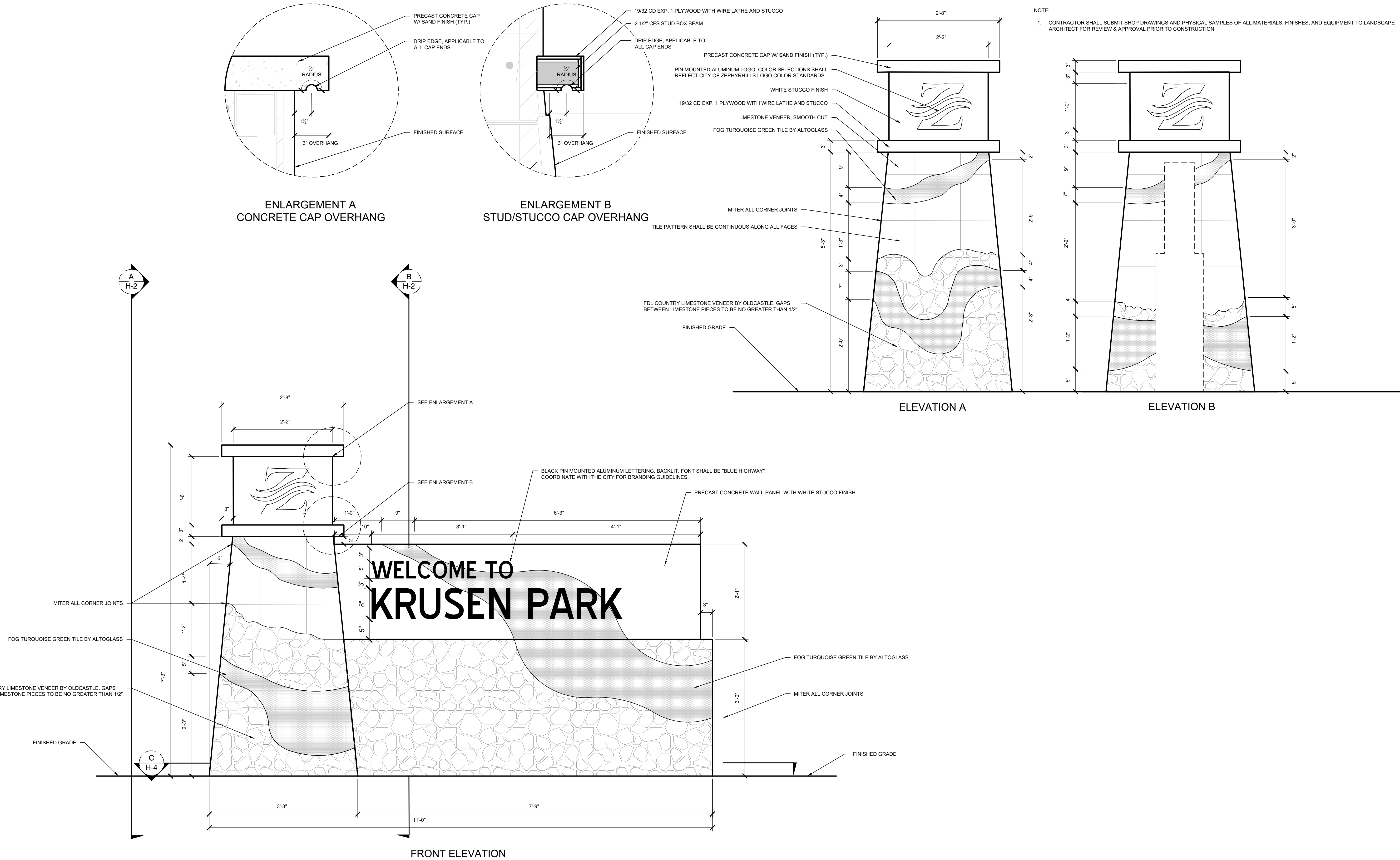
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1800 2ND STREET, SUITE 900, SARASOTA, FL 34236
PHONE: 941-379-7600
WWW.KIMLEY-HORN.COM REGISTRY NO. 35106

No. REVISIONS DATE BY

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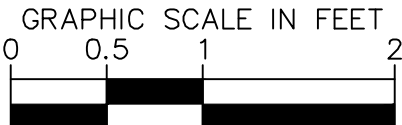
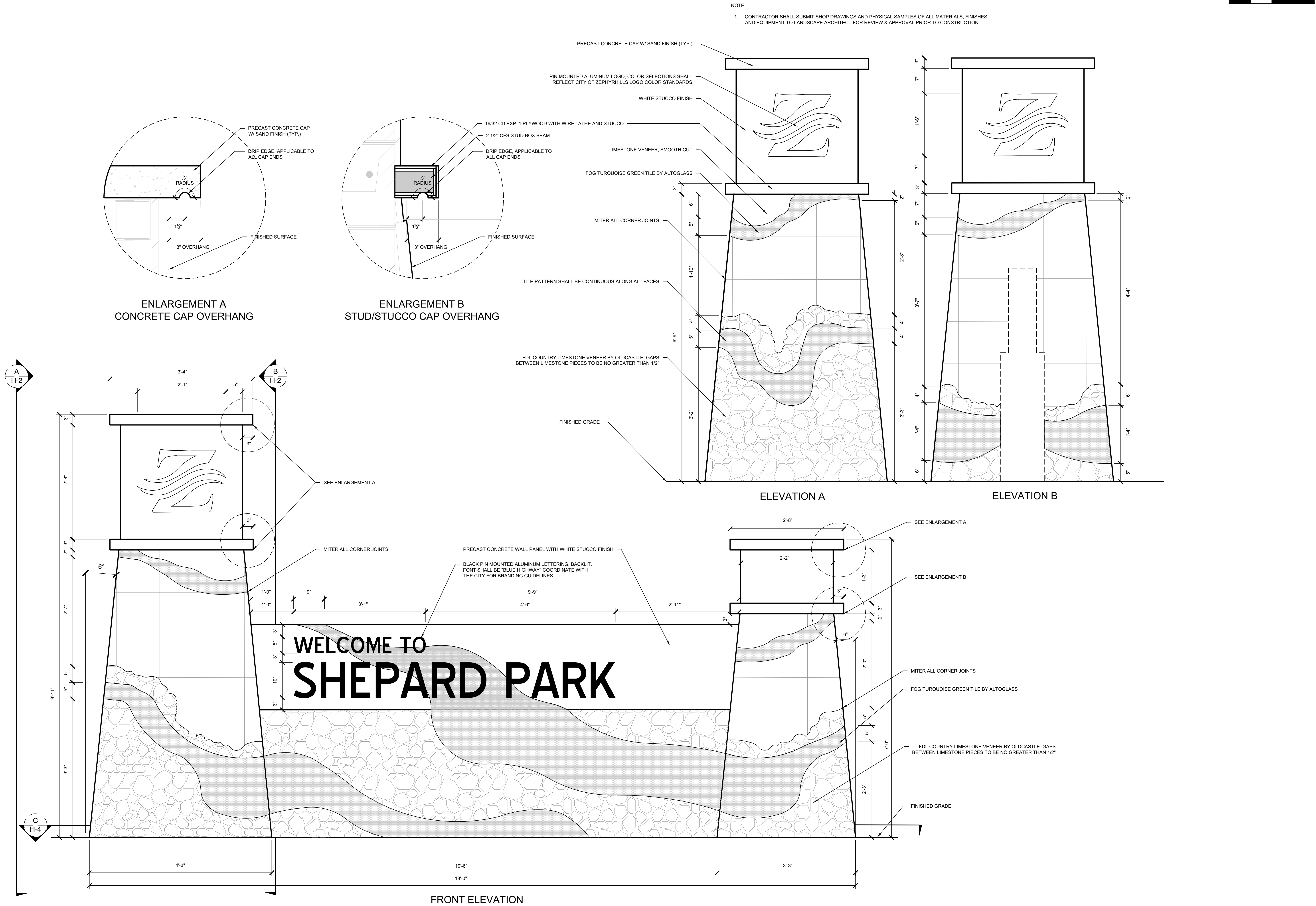


CITY PARKS SIGNAGE PREPARED FOR CITY OF ZEPHYRHILLS	SHEET NUMBER T-2	GUNNER PAW PARK MONUMENT SIGN ELEVATIONS		KHA PROJECT 148110013 DATE JUNE 2025 SCALE AS SHOWN DESIGNED BY JRP DRAWN BY SNT CHECKED BY JRP	LICENSED PROFESSIONAL JAMES R. PANKNIN, P.L.A. FL LICENSE NUMBER 6666900 DATE: 6/30/2025	Kimley»Horn © 2025 KIMLEY-HORN AND ASSOCIATES, INC. 1800 2ND STREET, SUITE 900, SARASOTA, FL 34236 PHONE: 941-379-7600 WWW.KIMLEY-HORN.COM REGISTRY NO. 35106	No.	REVISIONS	DATE	BY

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Plotted By: Terabonics, Skyer - Sheet Set: CITY OF ZEPHYRHILLS - CITY PARKS SIGNAGE - Layout: H-2 - June 30, 2025 09:41:57am - K:\SAR-URG\148110013 - City of Zephyrhills - City Parks Signage\CAD\PlanSheet\1\SHEPARD PARK.dwg

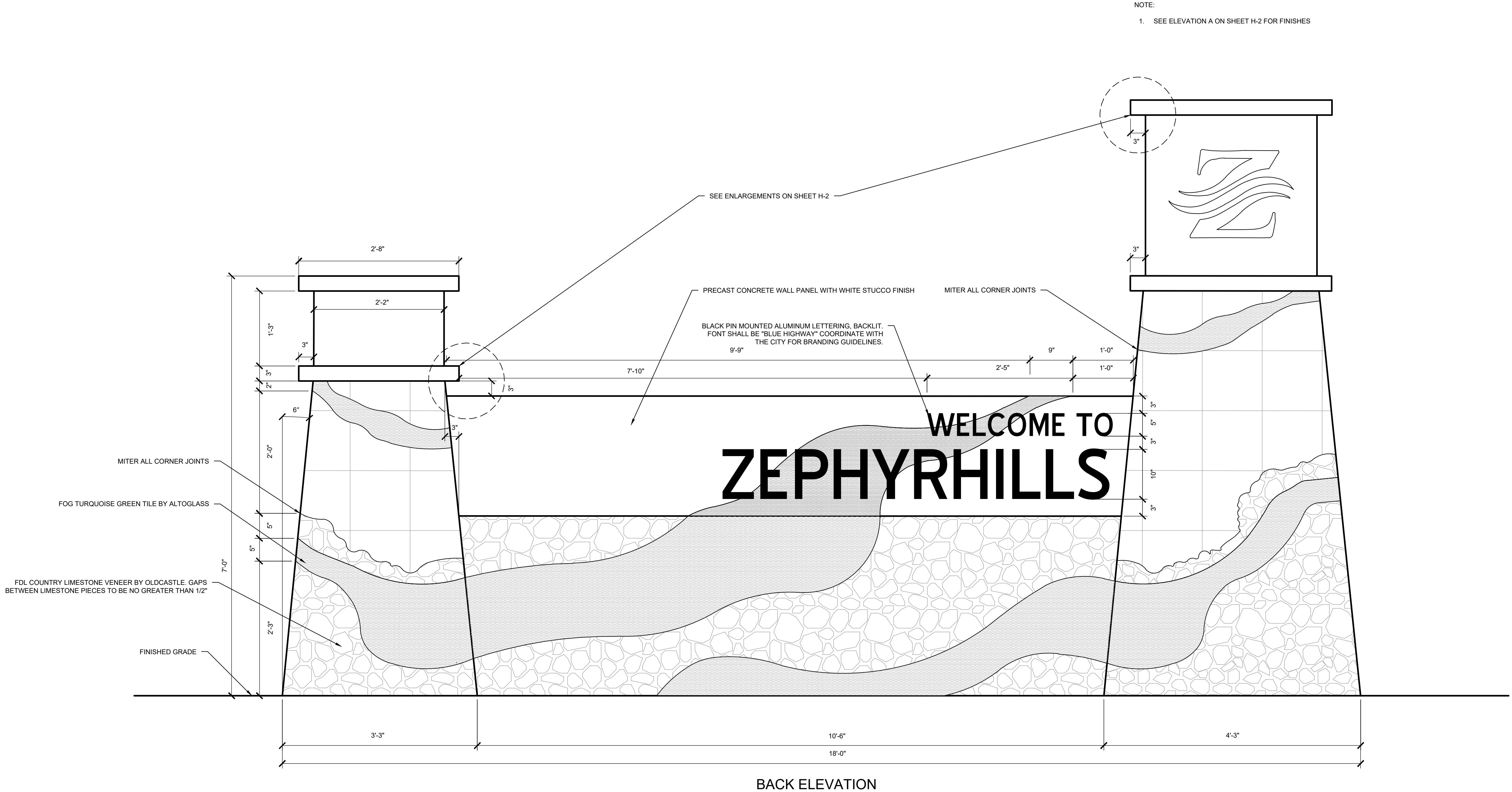
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SHEET NUMBER T-2		DATE JUNE 2025		DATE JUNE 2025		FL LICENSE NUMBER 6666900	
CITY OF ZEPHYRHILLS		DRAWN BY JRP		DRAWN BY JRP		CHECKED BY JRP	
FL		DATE 6/30/2025		DATE 6/30/2025		REVISIONS	
						BY	

Plotted By: Terence, S. S. City of Zephyrhills — City Parks Signage — Layout H-3 — June 30, 2025 09:42:02am. K:\SAR-URG\148110013 — City of Zephyrhills — City Parks Signage\CAD\PlanSheets\SHEPARD PARK.dwg

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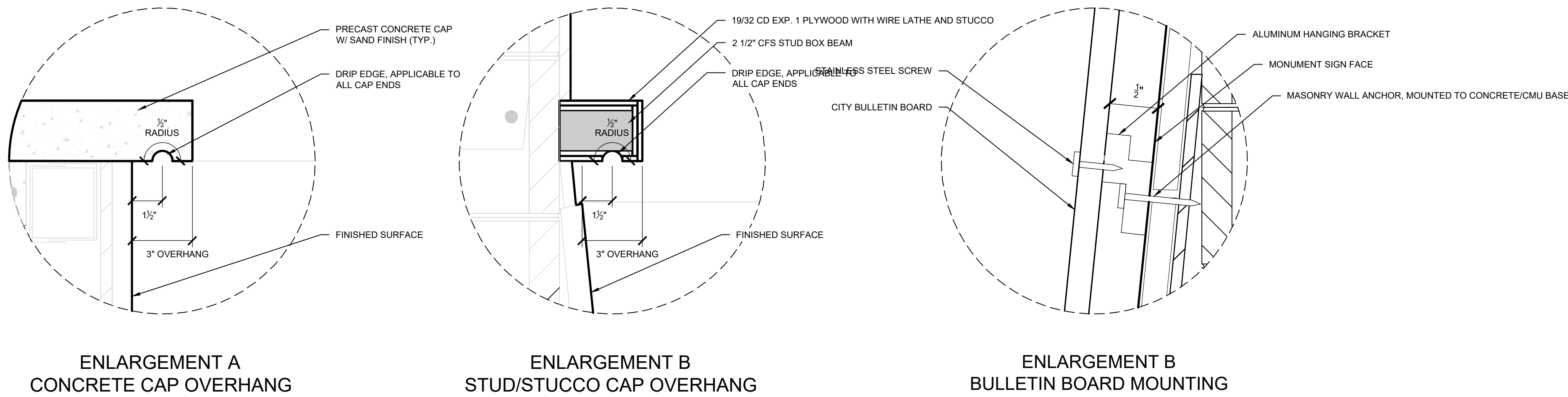
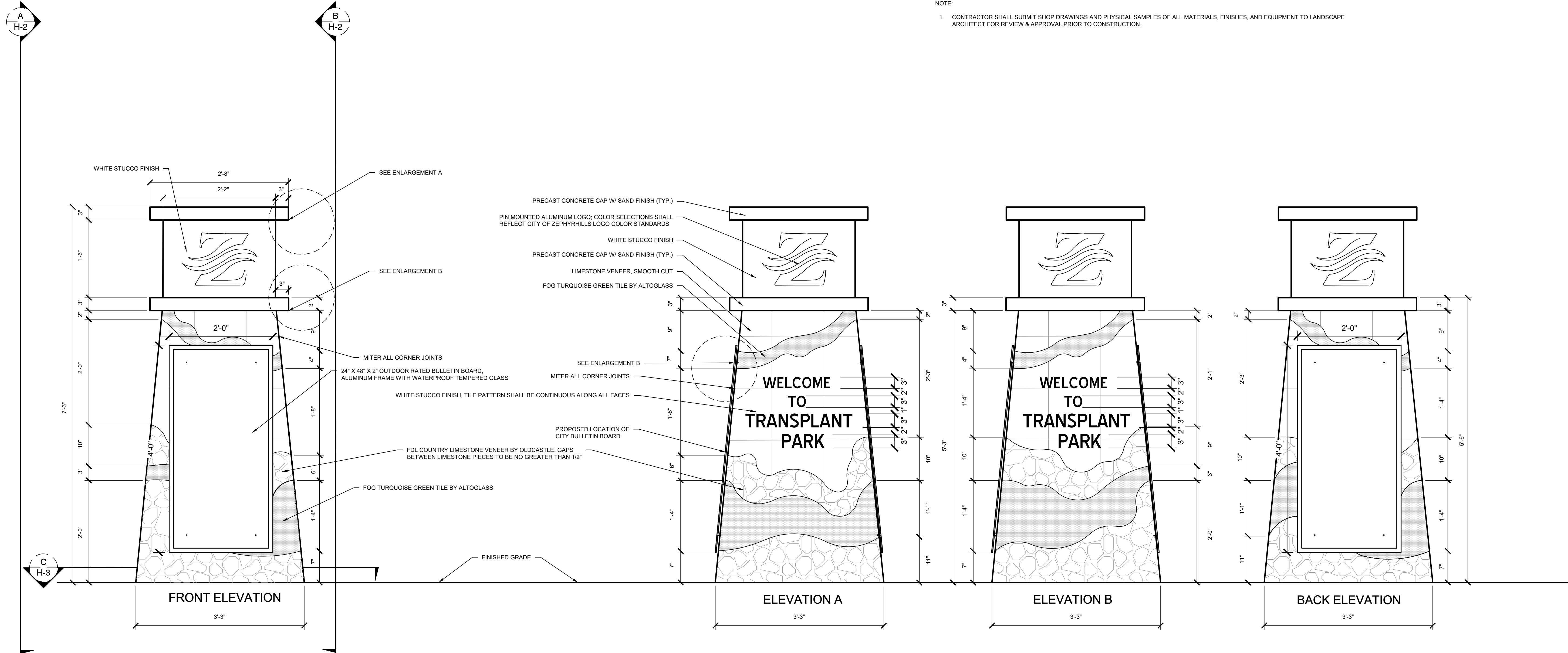


NOTE:
1. SEE ELEVATION A ON SHEET H-2 FOR FINISHES

BACK ELEVATION

CITY PARKS SIGNAGE PREPARED FOR CITY OF ZEPHYRHILLS CITY OF ZEPHYRHILLS FL	SHEET NUMBER T-3	SHEPARD PARK MONUMENT SIGN ELEVATIONS		LICENCED PROFESSIONAL JAMES R. PANKONIN, P.L.A. FL LICENSE NUMBER 6666900 DATE: 6/30/2025		Kimley»Horn © 2025 KIMLEY-HORN AND ASSOCIATES, INC. 1800 2ND STREET, SUITE 900, SARASOTA, FL 34236 PHONE: 941-379-7600 WWW.KIMLEY-HORN.COM REGISTRY NO. 35106		No.	REVISIONS	DATE	BY

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NOTE:

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CITY PARKS SIGNAGE PREPARED FOR CITY OF ZEPHYRHILLS	SHEET NUMBER T-2	TRANSPANT PARK MONUMENT SIGN ELEVATIONS		LISCENSED PROFESSIONAL JAMES R. PANKNIN, P.L.A. FL LICENSE NUMBER 6666900 DATE: 6/30/2025	KHA PROJECT 148110013 DATE JUNE 2025 SCALE AS SHOWN DESIGNED BY JRP DRAWN BY SNT CHECKED BY JRP	© 2025 KIMLEY-HORN AND ASSOCIATES, INC. 1800 2ND STREET, SUITE 900, SARASOTA, FL 34236 PHONE: 941-379-7600 WWW.KIMLEY-HORN.COM	Kimley»Horn	REVISIONS		No.	DATE	BY

CONSENT ITEMS 1.5

Approval of Change Order to Odyssey Mfg. Chlorine Tanks and Pumps [25-25-02]

Issue:

Approval of Change Order to Odyssey Mfg. Chlorine Tanks and Pumps

Background:

The City Council approved a Work Order last FY for Odyssey to install new chlorine storage tanks and new pump skid consisting of three (3) pumps. After the installation, it was discovered the pumps do not pump enough chlorine out of one (1). Although two (2) can handle it, chlorine is a must-have for the proper disinfection of the wastewater effluent prior to discharge. This CO will increase the pump size to satisfy the redundancy necessary.

Attachment(s):

1. WWTP - Change Order to Replacment of Bleach Tanks & Skid Project
2. WWTP - Replacment of Bleach Tanks & Skid
3. 20250225152947249

Fiscal Impact:

The additional cost is \$10,175.00. Which will come from the current FY budget.

Staff Recommendation:

It is the staff's recommendation to the City Council to approve this item as presented.



CHANGE ORDER

From: Jackson Reeves
To: OJ Kurk – Wastewater Superintendent
Location: City of Zephyrhills WWTP – 39825 Alston Ave. Zephyrhills, FL
Subject: Change Order to Replacement of Sodium Hypochlorite (Beach) Storage Tanks & Skid Project
Date: October 17, 2025

Please find change order below for Odyssey Mfg Co. to make a few upgrades to the new bleach dosing system installed at the City of Zephyrhills WWTP in Sept/Oct 2025. The upgrades include the following ...

- **Replacing/Upgrading the three (3) current KECO S10 pumps with KECO S16 (70:1 Gearbox)**
- **Slight reconfiguration to the skid pedestals to allow for the larger pumps**

CITY OF ZEPHYRHILLS WWTP (NEW BLEACH SYSTEM CHANGE ORDER)			
QUANTITY	DISCRIPTION	UNIT COST	COST
3	KECO Ragazinni Pump Upgarde (S10 --> S16)	\$ 2,775.00	\$ 8,325.00
1	MISC Parts - Strut, Clamps, Glue, Primer, Stickers, Hardware	\$ 250.00	\$ 250.00
8	Technician/Electrician - Labor Rate (by hour)	\$ 125.00	\$ 1,000.00
8	Technician/Electrician Helper - Labor Rate (by hour)	\$ 75.00	\$ 600.00
TOTAL			\$ 10,175.00
* PRICES <u>DO NOT</u> INCLUDE TAX, (IF APPLICABLE)			

Please review and advise if approved. If a separate PO is needed, please provide. If the city can revise the original PO, please advise with a copy with the addition of the increase price above (for the changes).

Thanks,

Jackson Reeves
 Sales Manager
 Odyssey Manufacturing

This quote is valid for 45 days from the date of this quote. Pricing "may" change after expiration of quote.



QUOTE

From: Jackson Reeves
To: OJ Kurk – Wastewater Superintendent
Location: City of Zephyrhills WWTP – 39825 Alston Ave. Zephyrhills, FL
Subject: Replacement of Sodium Hypochlorite (Bleach) Storage Tanks & Skid
Date: February 25, 2025

Please find quote below for Odyssey Mfg Co. to do a turnkey project of replacing the bleach tanks and skid at the City of Zephyrhills WWTP.

The overall project plan would be as follows ...

1. Remove existing storage tanks and replace them with two like-for-like Poly Process D/W 3,150-gallon tanks.
2. Remove existing skid-on-the-wall design and install a new Blue Planet Environmental Systems (BPES) triplex skid with three KECO Ragazzinni S10 peristaltic model pumps.

The installation of the tanks and skid will take a few days, but we can plan to keep you up and running with a temp system, if you cannot be down for that amount of time. This can be coordinated closer to the actual project date. The installation plan would be as follows ...

1. Tanks

- a. **Transfer Bleach & Remove Tank(s)** – transfer remaining bleach into the other storage tank and remove the empty tank (*we will coordinate the install when the levels in both tanks are low can a minimal amount of transfer is needed*).
- b. **Install New Tank(s)** – install a new tank in its place and start plumbing take into system (*once a valve is placed on the new tank, we will start transferring bleach into this tank to then repeat steps a & b for the second tank*).
- c. **Replumb/Reconnect Piping/Plumbing** – Replumb fill lines, suction/supply lines, vents, sight glasses
- d. **Check for leaks and Clean-Up**

2. Skid

- a. **Demo/Remove old pumps and wall-on-the-shelf piping**
- b. **Place and Install New Skid**
 - i. *The plan is to use existing HOA panels for each pump on the new skid (this is the most efficient and effective way to install the new pump skid since the electrical for each pump runs from each dedicated HOA panel to the main control panel)*
 - ii. *Electrical will be hooked from power to run the pumps as well as from the pumps, on the skid, to their dedicated HOA panel. The electrical from the HOA's to the main control panel will not be touched as this is all run under the ground in the dedicated conduit already there*
- c. **Check to make sure pumps are running correctly and for any leaks, then Clean-Up.**

The details of the installation are below...

Tanks

- **(2) Poly Processing D/W 3,150-GAL Tanks** (122"D X 91"H) – 1.9 SG, 2" SCH80 PVC B.O.S.S. Bottom Fitting
- **2" PVC SCH80 Fill Lines** – Replumb for each tank (*hard pipe fill line*)
- **2" PVC SCH80 Suction Lines** – 2" Fitting, to 2" valve (*will attach existing actuator onto valve*), to flex hose with a union, then plumb in new 2" hard pipe main suction/discharge line running to skid
- **Vents** – New 3" U-Vent on each tank
- **Sight Glasses** – New ½" clear sight glass on each tank
- **Proper Stickers and Placards** (1791 UN Label, NFPA) – on each tank
- **Remove & Dispose of Old Tanks**

Skid

- **(1) BPES Triplex (3 Pump) Skid with KECO Ragazinni S10 Peristaltic Pumps** (Open Design)
- 1/2" SCH80 PVC/Viton Piping with Instrumentation (Cal Column, Pressure Gauge, BPV, PRV, Y-Strainer)
- Skid Mounted NEMA 4X FRP Terminal Box (for 460V 3P power from existing control panel)
- 3 Spare Pump Hoses
- New Stack Vents (run back to tanks)

CITY OF ZEPHYRHILLS WWTP (NEW BLEACH TANKS)			
QUANTITY	DISCRIPTION	UNIT COST	COST
2	Poly Processing D/W 3,150-GAL Tank ¹ SG 1.9 2" B.O.S.S. Fitting	\$ 22,889.00	\$ 45,778.00
2	Tank PVC Fittings & Pipe - Suction Line, Fill Line, Level Sensor, Vent	\$ 2,450.00	\$ 4,900.00
1	BPES Triplex Skid (KECO Ragazinni S10 Pumps)	\$ 47,979.00	\$ 47,979.00
1	Lot SCH-80 PVC - 2" Pipe, Valves, Fittings	\$ 2,875.00	\$ 2,875.00
1	Lot SCH-80 PVC - 1/2" Pipe, Valves, Fittings	\$ 800.00	\$ 800.00
1	MISC Parts - Strut, Clamps, Glue, Primer, Stickers	\$ 1,250.00	\$ 1,250.00
1	Lull Rental - 10K	\$ 1,000.00	\$ 1,000.00
2	Tank Disposal Fee	\$ 2,500.00	\$ 5,000.00
60	Technician/Electrician - Labor Rate (by hour)	\$ 125.00	\$ 7,500.00
48	Technician/Electrician Helper - Labor Rate (by hour)	\$ 75.00	\$ 3,600.00
TOTAL			\$ 120,682.00
* PRICES <u>DO NOT</u> INCLUDE TAX, (IF APPLICABLE)			
¹ TANK SIZE - 122"D X 91"H INCLUDES SHIPPING			

Special Notes*

1. All Plumbing: pipe and fittings are SCH80 PVC; all ball valves are SCH-80 PVC Asahi True Union Ball Valves (Viton).
2. Changes to tank installation different from current setup ...
 - a. NO Ladders
 - b. NO Overflow
 - c. Bottom suction fittings do not include the bellow fitting (the dome around the actual fitting)
 - d. Tanks will be natural in color, not black.
3. Since the level transducers do work for the SCADA, the plan would be to install them back up on top of the tank. However, since the secondary displays at the tanks, we would does of those displays and have the sight glasses on the tanks for personnel to use. These will be clear so you can read the tank level.

*** If any changes are requested, please advise, so the price can be adjusted for the change.**

Please review and advise if you have any questions. If you would like to proceed, please advise and provide PO. These are special order tanks, so a PO will be required to order.

Thanks,

Jackson Reeves

Sales Manager

Odyssey Manufacturing

This quote is valid for 45 days from the date of this quote. Pricing "may" change after expiration of quote.

AGREEMENT TO PIGGYBACK A CONTRACT FOR GOODS
OR SERVICES BID BY ANOTHER GOVERNMENTAL ENTITY

WHEREAS, **Odyssey Manufacturing Co.**, a Delaware corporation authorized to do business in Florida, having its principal office at 1484 Massaro Blvd., Tampa, FL 33619 (“Contractor”) entered into an agreement dated October 18, 2023, with the **Town of Davie**, a political subdivision of the State of Florida, for Chemical System Maintenance and Repair (RFP-JA-23-59), attached as Exhibit “A,” services procured pursuant to F.S. §287.057, (the “Agreement”).

WHEREAS, the **City of Zephyrhills, Florida**, a Florida municipal corporation having a principal office at 5335 8th St. Zephyrhills, FL 33542, a Florida municipal corporation (“City”) has the legal authority under its purchasing policies adopted by the Zephyrhills City Council to “piggyback” onto a contract procured pursuant to F. S. §287.057 by another governmental entity when seeking to utilize the same or similar services provided for in the said contract; and

WHEREAS, the City desires to “piggyback” onto the referenced Agreement between the Contractor and the Town of Davie for utilization of the same or similar services and the Contractor consents to the aforesaid “piggybacking”.

NOW THEREFORE, having found it to be in the public interest,

1. The Contractor affirms and ratifies the terms and conditions of the above referenced Agreement and agrees to perform the services set forth therein for the City in accordance with the terms of said Agreement until the work is completed.
2. The City agrees to utilize the goods services of the Contractor in a manner and upon the terms and conditions as set forth in the Agreement until the work is completed.
3. The purpose of this Agreement is for the Contractor to provide Chemical System Maintenance and Repair services to the City’s utilities department. The terms and conditions of the Agreement between the Town of Davie and Odyssey Manufacturing Co. dated October 18, 2023 (“Town of Davie Agreement”) shall be incorporated herein by this reference and, except as otherwise provided herein, shall apply to this Contract. Contractor’s fees and charges shall be as provided in the Town of Davie Agreement. References to Town of Davie in said documents shall mean the City of Zephyrhills. All work shall be subject to separate Task Order(s) agreed upon between the parties. All Task Orders shall be signed by the City Manager.
4. The parties agree that venue for any litigation arising from this piggyback agreement shall be in Dade City, Pasco County, Florida.

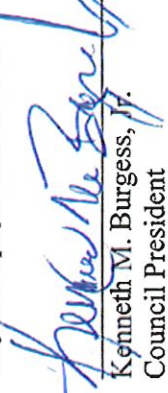
5. The parties agree that the City shall have forty-five (45) days from the date of invoice to provided payment pursuant to Florida Statute section 218.74.
6. Notwithstanding any provision herein to the contrary, the City may terminate this Agreement at any time without regard to cause at City's convenience with thirty (30) days' notice to Company. In such event, the Company shall only be entitled to payment for services actually performed hereunder prior to such termination.
7. The City reserves the right to delete any portion of this contract at any time without cause. If such right is exercised, the total fee shall be reduced by the amount established for that service. If work has already been accomplished on the portion of the contract to be deleted, the Company shall be paid for the work performed through the notification effective date of the deleted services.
8. City expressly retains all rights, benefits, and immunities of sovereign immunity. Notwithstanding anything in this Agreement to the contrary, nothing in this Agreement shall be deemed as a waiver of the City's sovereign immunity or limits of liability contained in Section 768.28, Florida Statutes.
9. **IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 813-780-0000, EXT. 3543 OR CITYCLERK@CLZEPHYRHILLS.FL.US OR CITY CLERK - CITY OF ZEPHYRHILLS - 5335 EIGHTH STREET - ZEPHYRHILLS, FLORIDA 33542.**
10. Indemnity. Contractor/Vendor shall defend, indemnify and hold harmless the City of Zephyrhills and all of the City of Zephyrhills's officers, agents, and employees from and against all claims, liability, loss and expense, including reasonable costs, collection expenses, attorneys' fees, and court costs which may arise because of the negligence (whether active or passive), misconduct, or other fault, in whole or in part (whether joint, concurrent, or contributing), of Contractor/Vendor, its officers, agents or employees in performance or non-performance of its obligations under the Agreement. Contractor/Vendor recognizes the broad nature of this indemnification and hold harmless clause, as well as the provision of a legal defense to the City of Zephyrhills when necessary, and voluntarily makes this covenant and expressly acknowledges the receipt of such good and valuable consideration provided by the City of Zephyrhills in support of these indemnification, legal defense and hold harmless contractual obligations in accordance with the laws of the State of Florida. This clause shall survive the termination of this Agreement. Compliance with any insurance requirements required elsewhere within this Agreement shall not relieve Contractor/Vendor of its liability and obligation to defend, hold harmless and indemnify the City of Zephyrhills as set forth in this article of the Agreement. Nothing herein shall be construed to extend the City of Zephyrhills's liability beyond that provided in section 768.28, Florida Statutes.

11. Insurance. Contractor/Vendor shall, at its sole cost and expense, procure and maintain throughout the term of this contract, Comprehensive General Liability and Worker's Compensation insurance, including Employer Liability insurance, with minimum policy limits of \$ 1,000,000 (this could be \$2,000,000 depending on the amount of the contract) Combined Single Limits, or to the extent and in such amounts as required and authorized by Florida law, and will provide endorsed certificates of insurance generated and executed by a licensed insurance broker, brokerage or similar licensed insurance professional evidencing such coverage, and naming the City of Zephyrhills as a named, additional insured, as well as furnishing the City of Zephyrhills with a certified copy, or copies, of said insurance policies. Certificates of insurance and certified copies of these insurance policies must accompany this signed contract. Said insurance coverages procured by Contractor/Vendor as required herein shall be considered, and Contractor/Vendor agrees that said insurance coverages it procures as required herein shall be considered, as primary insurance over and above any other insurance, or self-insurance, available to the City of Zephyrhills, and that any other insurance, or self-insurance available to the City of Zephyrhills shall be considered secondary to, or in excess of, the insurance coverage(s) procured by Contractor/Vendor as required herein.

Odyssey Manufacturing Co.,

City of Zephyrhills, Florida

 2/25/2025 Patricia H. Almon, General Manager
Signature Date Print Name Title

 2/24/25 Kenneth M. Burgess, Jr.
Council President Date

WITNESS

 2/25/25 Jackson REEVES
Signature Date

ATTEST

 2/24/25 Ricardo Quiñones
City Clerk Date

 2/24/25 Matthew E. Maggard
City Attorney Date

CONSENT ITEMS 1.6

Approval of Task Order to RCM Utilities for Well Site Generator Replacements [41-22-21]

Issue:

Request approval of Task Order to RCM Utilities for Well Site Generator Replacements

Background:

The Utilities Department, Water Division runs seven (7) drinking water wells throughout the city to supply potable water to its residents. The two (2) generators requested are replacements for wells 3 and 11, which are older generators located on Richland Rd. and in Veterans Park. This will allow our water system to remain operational when power is lost due to hurricanes, severe storms, or any other unexpected events.

Attachment(s):

1. Zephyrhills Well Site 3 Generator Replacement Updated
2. Zephyrhills Well Site 11 Generator Replacement
3. Zephyrhills Well Site 3 Task Form
4. Zephyrhills Well Site 11 Task Form

Fiscal Impact:

The cost to replace the two (2) generators is Well 3, \$108,330.00, and Well 11, \$113,300.00, both of which were included in the approved FY26 budget.

Staff Recommendation:

It is the staff's recommendation to the City Council to approve these task orders as presented.



RCM Utilities, LLC
1451 Pine Grove Road
Eustis, FL 32726
352-561-2990
billing@rcmutilities.com

Estimate 33382496
Estimate Date 10/13/2025

Billing Address
City of Zephyrhills
5335 8th Street
Zephyrhills, FL 33542 USA

Job Address
Zephyrhills Well Site 3 Gen
Replacement
5335 8th Street
Zephyrhills, FL 33542 USA

Description of work

INCLUDES:

Removal of existing generator and ATS. All components returned to owner.
Installation of new 150KW Cummins 277/480V, 3P diesel generator and 225A OTEC Automatic Transfer Switch.
Generator includes a 351-gallon fuel tank, with 24 minimum operating hours at full load.
Includes 351 gallons of diesel fuel.
All proper grounding as required.
Cummins technician to provide start up on scheduled appointment.
All work to be performed up to 2020 NEC standards.

Current Submittal Lead Time: 1-2 weeks

- Current Production Lead Time (after receipt of approved submittal and accepted PO):
- Transfer Switch(es): 14-16 weeks
- Generator: 16-18 weeks
- 2-year warranty on Genset.
- 1-year warranty on ATS.

THIS DOES NOT INCLUDE:

1. PCP, pumps, or level controls.
2. Any cutting of sidewalks and driveways.
3. Any sod, seeding, mulching and landscaping of disturbed areas.
4. Housekeeping pad around equipment rack.
5. Any cost for electric service fee to the Power Co.
6. EPA contract with gen set provided with 550+ gallon fuel tank.

Sales Tax Included. Price for the above scope of work: \$108,330.00.

Service #	Description	Quantity	Your Price	Total
Electrical - Service	Electrical Service Work	1.00	\$108,330.00	\$108,330.00
Electrical - Service	Electrical Service Work	1.00	\$0.00	\$0.00
Sub-Total				\$108,330.00
Tax				\$0.00
Total Due				\$108,330.00
Deposit/Downpayment				\$0.00

Payment is due within 30 days of the date of invoice. Thereafter, monthly finance charges of 1.5% or the maximum allowed by law, whichever is less, will be assessed on unpaid amounts.

****ESTIMATE IS VALID FOR 30 DAYS****

****ESTIMATE INCLUDES ALL APPLICABLE SALES TAXES.****

- DUE TO CURRENT MARKET CONDITIONS MATERIAL PRICING IS SUBJECT TO CHANGE. RCM HOLDS THE RIGHT TO REPRICE BASED ON DATE OF ORDER. DATE OF ORDER IS WHEN ALL STAMPED PLANS AND SUBMITTALS ARE RETURNED, NOT THE RELEASE OF PURCHASE ORDER OR SUB CONTRACT.

Force Majeure. Neither party shall be liable in damages nor have the right to terminate this Contract for any delay or default in performing hereunder if such delay or default is caused by conditions beyond their control including, but not limited to natural disasters, including but not limited to ground subsidence or upheaval, acts of God, Government restrictions (including the denial or cancellation of any permits, tax incentive, or other license or approvals), covid-19, labor shortage, material delays, wars, insurrections and/or any other cause beyond the reasonable control of the party whose performance is affected. Furthermore, neither party shall be liable for any failure or delay in performance under this Contract to the extent said failures or delays are proximately caused by those

causes beyond that party's reasonable control and occurring without its fault or negligence, including, without limitation, failure of suppliers, subcontractors, and carriers, or any other party to substantially meet its performance obligations under this Contract. The party experiencing the difficulty shall give the other prompt written notice, with details following the occurrence of the cause relied upon. Dates by which performance obligations are scheduled to be met will be extended for a period equal to the time lost due to any delay so caused. Contractor's failure to perform any term or condition of this Contract because of conditions beyond its control mentioned herein or other conditions that cause delay, damage, or destruction of its work by others shall not be deemed a breach of this Contract.

Material Escalation. The Contract Price for this Project has been calculated based on the current prices for the component building materials. However, the market for these building materials is considered volatile and sudden price increases could occur. Contractor agrees to use its best efforts to obtain the lowest possible prices from available building material suppliers but should there be an increase in the prices of these materials that are purchased after execution of this Contract for use in this Project, then Owner or General Contractor agrees and shall pay the substantiated cost increase to Contractor. Any request or change order for payment of a cost increase shall state the increased cost, the building materials in question, and the source of supply, supported by invoices or bills of sale.

1. This proposal is an offer to enter into a contract, with the mutual promises contained herein constituting valuable and sufficient consideration. The execution of this proposal by the owner listed above (the "Owner") shall constitute acceptance of the offer and formation of contract (the "Contract") between the Owner (the "Owner") and RCM Utilities, LLC. The terms set forth herein, including those after the acceptance signature below and/or on subsequent pages, shall govern the Contract.
2. **Warranty.** The Contractor warrants all supplied materials and workmanship to be free of defects for a period of one year after installation. The Contractor warrants that materials and equipment furnished under the Contract will be new and good quality.
3. **Payment.** The Contractor will invoice the Owner in accordance with the schedule set forth above or, if no terms are set forth above, monthly for work performed during each calendar month. The Owner agrees that there shall be no retainage except as set forth in the schedule above. Payment is due within 30 days of the date of invoice. Thereafter, monthly finance charges of 1.5% or the maximum allowed by law, whichever is less, will be assessed on unpaid amounts.
4. **Time.** The Contractor shall achieve substantial completion of the work within a commercially reasonable time. At the Owner's request, the Contractor shall submit for information a construction schedule for the work, and the Contractor shall revise the schedule at appropriate intervals as required by the conditions of the work. Schedule information set forth above are estimates. The Contractor shall not be responsible for delays caused by circumstances outside the control of the Contractor.
5. **Permits and Approvals.** The Contractor shall secure and pay for the building permits, fees, licenses and inspections by government agencies necessary for proper execution and completion of the work. This responsibility is limited to building permits and, for the avoidance of doubt, does not extend to land use approvals, environmental permits, consumptive use permits, or other governmental approvals outside of building permits.
6. **Contract Documents.** Except as otherwise provided herein, the Owner shall furnish, at its expense, all necessary surveys, plans, drawings, approvals, easements, assignments, and changes required for the construction and use of the improvements. The Owner warrants the information, plans and specifications provided to the Contractor. The Contractor shall be entitled to rely on the plans and drawings supplied by the Owner; the Contractor warrants only that the work will conform to the design documents and shall have no responsibility or obligation arising out of design defects. The Contractor's warranties contained in this Contract exclude remedy for damage or defect caused by abuse, alterations to the work not executed by the Contractor, improper or insufficient maintenance, improper operation, or normal wear and tear.
7. **Termination.** The Contractor may terminate this Contract if the Owner fails to make payment as set forth herein and the failure continues for 10 days after notice, if the Contractor is unable to perform due to the failure of the owner to provide access to the site, necessary approvals, or its efforts to complete the work are frustrated by the actions or omissions of the Owner. In the event the Contractor terminates the Contract, it may recover payment for work executed, included reasonable overhead and profit, costs incurred by reason of such termination, and damages. No refund of payments made by the Owner shall be due as a result of termination under this section.
8. **Governing Law; Venue; Attorney Fees.** This Contract shall be governed by the laws of the state of Florida. Venue for any dispute arising in connection with this Contract shall lie exclusively in the court of appropriate jurisdiction in the county where the work is to be performed. The parties hereby irrevocably waive the right to a jury trial in connection with any matter related to or arising out of this contract or the work performed hereunder and consent to a bench trial in any such action. The prevailing party in any litigation shall be entitled to recover its reasonable attorneys' fees from the other party.
9. **Assignment; Subcontractors.** This Agreement may not be assigned without consent; provided, however that nothing herein shall limit the right of the Contractor to use subcontractors and contract labor in completion of the work. Notwithstanding the foregoing, the Contract may be assigned by the Owner to a lender providing construction financing if the lender has assumed the Owner's rights and obligations under the Contract.
10. **Hazards.** The Owner represents that, except as disclosed in writing, there is no hazardous condition, material or substance at the site of the work. The Owner shall indemnify and hold harmless the Contractor, its subcontractors, agents and employees from and against claims, damages, losses, and expense arising out of or resulting from performance of the work in the affected area if in fact, a hazardous condition, material or substance presents the risk of bodily injury or death and has not been rendered harmless, except to the extent that such damage, loss or expense is due to the fault or negligence of the party seeking indemnity. If, without negligence on the part of the Contractor, the Contractor is held liable by a government agency for the cost of remediation of a hazardous material or substance by reason of performing the work described herein, the Owner shall indemnify the Contractor for all cost and expenses thereby incurred.
11. **Insurance; Beneficiaries.** The Contractor shall maintain appropriate commercial general liability insurance and statutory worker's compensation insurance and will provide certificates of insurance upon the request of the Owner. The Owner shall be responsible for purchasing and maintaining the Owner's usual liability insurance and property insurance until the work is complete. This Contract has no third-party beneficiaries.
12. **Consequential Damages.** The Owner waives claims against the Contractor for consequential damages arising out of or relating to this Contract. This waiver includes damages incurred by Owner for rental expenses, for losses of use, income, profit, financing, business and reputation, and for loss of management or employee productivity or of the services of such persons. This waiver is applicable to damages due to termination.
13. **Entire Agreement; Modifications.** This Contract, together with the information, plans, and specifications provided to the Contractor, constitute the entire agreement. Any previous agreements and understanding between the parties regarding the subject matter of this Contract, whether oral or in writing, are superseded by the Contract. Any amendments, modifications, or change orders must be in

writing. Any change orders require the agreement of the Contractor and shall include appropriate modifications to the contract price to include the Contractor's cost of labor, material, equipment, and reasonable overhead and profit.

14. ANY CLAIMS FOR CONSTRUCTION DEFECTS ARE SUBJECT TO THE NOTICE AND CURE PROVISIONS OF CHAPTER 558, FLORIDA STATUTES. 15. ACCORDING TO FLORIDA'S CONSTRUCTION LIEN LAW (SECTIONS 713.001-713.37, FLORIDA STATUTES), THOSE WHO WORK ON YOUR PROPERTY OR PROVIDE MATERIALS AND SERVICES AND ARE NOT PAID IN FULL HAVE A RIGHT TO ENFORCE THEIR CLAIM FOR PAYMENT AGAINST YOUR PROPERTY. THIS CLAIM IS KNOWN AS A CONSTRUCTION LIEN. IF YOUR CONTRACTOR OR A SUBCONTRACTOR FAILS TO PAY SUBCONTRACTORS, SUB-SUBCONTRACTORS, OR MATERIAL SUPPLIERS, THOSE PEOPLE WHO ARE OWED MONEY MAY LOOK TO YOUR PROPERTY FOR PAYMENT, EVEN IF YOU HAVE ALREADY PAID YOUR CONTRACTOR IN FULL. IF YOU FAIL TO PAY YOUR CONTRACTOR, YOUR CONTRACTOR MAY ALSO HAVE A LIEN ON YOUR PROPERTY. THIS MEANS IF A LIEN IS FILED YOUR PROPERTY COULD BE SOLD AGAINST YOUR WILL TO PAY FOR LABOR, MATERIALS, OR OTHER SERVICES THAT YOUR CONTRACTOR OR A SUBCONTRACTOR MAY HAVE FAILED TO PAY. TO PROTECT YOURSELF, YOU SHOULD STIPULATE IN THIS CONTRACT THAT BEFORE ANY PAYMENT IS MADE, YOUR CONTRACTOR IS REQUIRED TO PROVIDE YOU WITH A WRITTEN RELEASE OF LIEN FROM ANY PERSON OR COMPANY THAT HAS PROVIDED TO YOU A "NOTICE TO OWNER." FLORIDA'S CONSTRUCTION LIEN LAW IS COMPLEX, AND IT IS RECOMMENDED THAT YOU CONSULT AN ATTORNEY

Approved By: _____ Date: _____



RCM Utilities, LLC
1451 Pine Grove Road
Eustis, FL 32726
352-561-2990
billing@rcmutilities.com

Estimate 33522922
Estimate Date 10/20/2025

Billing Address
City of Zephyrhills
5335 8th Street
Zephyrhills, FL 33542 USA

Job Address
Zephyrhills Well Site 11
5335 8th Street
Zephyrhills, FL 33542 USA

Description of work

INCLUDES:

Removal of existing generator and ATS. All components returned to owner.
Installation of new 175KW, 277/480V, 3P Cummins diesel generator and 225A OTEC Automatic Transfer Switch (NEMA 1).
Generator includes a 351-gallon custom fuel tank, with 24 minimum operating hours at full load.
Includes 351 gallons of diesel fuel.
All proper grounding as required.
Cummins technician to provide start up on scheduled appointment.
All work to be performed up to 2020 NEC standards.

- Current Submittal Lead Time: 1-2 weeks
- Current Production Lead Time (after receipt of approved submittal and accepted PO):
 - o Transfer Switch(es): 13-15 weeks
 - o Generator: 18-20 weeks
- 2-year warranty on Genset.
- 1-year warranty on ATS.

THIS DOES NOT INCLUDE:

1. PCP, pumps, or level controls.
2. Any cutting of sidewalks and driveways.
3. Any sod, seeding, mulching and landscaping of disturbed areas.
4. Housekeeping pad around equipment rack.
5. Any cost for electric service fee to the Power Co.

Sales Tax Included. Price for the above scope of work: \$113,300.00.

Service #	Description	Quantity	Your Price	Total
Electrical - Service	Electrical Service Work	1.00	\$113,300.00	\$113,300.00

Sub-Total	\$113,300.00
Tax	\$0.00
Total Due	\$113,300.00
Deposit/Downpayment	\$0.00

Payment is due within 30 days of the date of invoice. Thereafter, monthly finance charges of 1.5% or the maximum allowed by law, whichever is less, will be assessed on unpaid amounts.

**** ESTIMATE IS VALID FOR 30 DAYS ****

**** ESTIMATE INCLUDES ALL APPLICABLE SALES TAXES. ****

- DUE TO CURRENT MARKET CONDITIONS MATERIAL PRICING IS SUBJECT TO CHANGE. RCM HOLDS THE RIGHT TO REPRICE BASED ON DATE OF ORDER. DATE OF ORDER IS WHEN ALL STAMPED PLANS AND SUBMITTALS ARE RETURNED, NOT THE RELEASE OF PURCHASE ORDER OR SUB CONTRACT.

Force Majeure. Neither party shall be liable in damages nor have the right to terminate this Contract for any delay or default in performing hereunder if such delay or default is caused by conditions beyond their control including, but not limited to natural disasters, including but not limited to ground subsidence or upheaval, acts of God, Government restrictions (including the denial or cancellation of any permits, tax incentive, or other license or approvals), covid-19, labor shortage, material delays, wars, insurrections and/or any other cause beyond the reasonable control of the party whose performance is affected. Furthermore, neither party shall be liable for any failure or delay in performance under this Contract to the extent said failures or delays are proximately caused by those causes beyond that party's reasonable control and occurring without its fault or negligence, including, without limitation, failure of suppliers, subcontractors, and carriers, or any other party to substantially meet its performance obligations under this Contract. The party experiencing the difficulty shall give the other prompt written notice, with details following the occurrence of the cause relied upon. Dates by which performance obligations are scheduled to be met will be extended for a period equal to the time lost due to any

delay so caused. Contractor's failure to perform any term or condition of this Contract because of conditions beyond its control mentioned herein or other conditions that cause delay, damage, or destruction of its work by others shall not be deemed a breach of this Contract.

Material Escalation. The Contract Price for this Project has been calculated based on the current prices for the component building materials. However, the market for these building materials is considered volatile and sudden price increases could occur. Contractor agrees to use its best efforts to obtain the lowest possible prices from available building material suppliers but should there be an increase in the prices of these materials that are purchased after execution of this Contract for use in this Project, then Owner or General Contractor agrees and shall pay the substantiated cost increase to Contractor. Any request or change order for payment of a cost increase shall state the increased cost, the building materials in question, and the source of supply, supported by invoices or bills of sale.

1. This proposal is an offer to enter into a contract, with the mutual promises contained herein constituting valuable and sufficient consideration. The execution of this proposal by the owner listed above (the "Owner") shall constitute acceptance of the offer and formation of contract (the "Contract") between the Owner (the "Owner") and RCM Utilities, LLC. The terms set forth herein, including those after the acceptance signature below and/or on subsequent pages, shall govern the Contract.

2. **Warranty.** The Contractor warrants all supplied materials and workmanship to be free of defects for a period of one year after installation. The Contractor warrants that materials and equipment furnished under the Contract will be new and good quality.

3. **Payment.** The Contractor will invoice the Owner in accordance with the schedule set forth above or, if no terms are set forth above, monthly for work performed during each calendar month. The Owner agrees that there shall be no retainage except as set forth in the schedule above. Payment is due within 30 days of the date of invoice. Thereafter, monthly finance charges of 1.5% or the maximum allowed by law, whichever is less, will be assessed on unpaid amounts.

4. **Time.** The Contractor shall achieve substantial completion of the work within a commercially reasonable time. At the Owner's request, the Contractor shall submit for information a construction schedule for the work, and the Contractor shall revise the schedule at appropriate intervals as required by the conditions of the work. Schedule information set forth above are estimates. The Contractor shall not be responsible for delays caused by circumstances outside the control of the Contractor.

5. **Permits and Approvals.** The Contractor shall secure and pay for the building permits, fees, licenses and inspections by government agencies necessary for proper execution and completion of the work. This responsibility is limited to building permits and, for the avoidance of doubt, does not extend to land use approvals, environmental permits, consumptive use permits, or other governmental approvals outside of building permits.

6. **Contract Documents.** Except as otherwise provided herein, the Owner shall furnish, at its expense, all necessary surveys, plans, drawings, approvals, easements, assignments, and changes required for the construction and use of the improvements. The Owner warrants the information, plans and specifications provided to the Contractor. The Contractor shall be entitled to rely on the plans and drawings supplied by the Owner; the Contractor warrants only that the work will conform to the design documents and shall have no responsibility or obligation arising out of design defects. The Contractor's warranties contained in this Contract exclude remedy for damage or defect caused by abuse, alterations to the work not executed by the Contractor, improper or insufficient maintenance, improper operation, or normal wear and tear.

7. **Termination.** The Contractor may terminate this Contract if the Owner fails to make payment as set forth herein and the failure continues for 10 days after notice, if the Contractor is unable to perform due to the failure of the owner to provide access to the site, necessary approvals, or its efforts to complete the work are frustrated by the actions or omissions of the Owner. In the event the Contractor terminates the Contract, it may recover payment for work executed, included reasonable overhead and profit, costs incurred by reason of such termination, and damages. No refund of payments made by the Owner shall be due as a result of termination under this section.

8. **Governing Law; Venue; Attorney Fees.** This Contract shall be governed by the laws of the state of Florida. Venue for any dispute arising in connection with this Contract shall lie exclusively in the court of appropriate jurisdiction in the county where the work is to be performed. The parties hereby irrevocably waive the right to a jury trial in connection with any matter related to or arising out of this contract or the work performed hereunder and consent to a bench trial in any such action. The prevailing party in any litigation shall be entitled to recover its reasonable attorneys' fees from the other party.

9. **Assignment; Subcontractors.** This Agreement may not be assigned without consent; provided, however that nothing herein shall limit the right of the Contractor to use subcontractors and contract labor in completion of the work. Notwithstanding the foregoing, the Contract may be assigned by the Owner to a lender providing construction financing if the lender has assumed the Owner's rights and obligations under the Contract.

10. **Hazards.** The Owner represents that, except as disclosed in writing, there is no hazardous condition, material or substance at the site of the work. The Owner shall indemnify and hold harmless the Contractor, its subcontractors, agents and employees from and against claims, damages, losses, and expense arising out of or resulting from performance of the work in the affected area if in fact, a hazardous condition, material or substance presents the risk of bodily injury or death and has not been rendered harmless, except to the extent that such damage, loss or expense is due to the fault or negligence of the party seeking indemnity. If, without negligence on the part of the Contractor, the Contractor is held liable by a government agency for the cost of remediation of a hazardous material or substance by reason of performing the work described herein, the Owner shall indemnify the Contractor for all cost and expenses thereby incurred.

11. **Insurance; Beneficiaries.** The Contractor shall maintain appropriate commercial general liability insurance and statutory worker's compensation insurance and will provide certificates of insurance upon the request of the Owner. The Owner shall be responsible for purchasing and maintaining the Owner's usual liability insurance and property insurance until the work is complete. This Contract has no third-party beneficiaries.

12. **Consequential Damages.** The Owner waives claims against the Contractor for consequential damages arising out of or relating to this Contract. This waiver includes damages incurred by Owner for rental expenses, for losses of use, income, profit, financing, business and reputation, and for loss of management or employee productivity or of the services of such persons. This waiver is applicable to damages due to termination.

13. **Entire Agreement; Modifications.** This Contract, together with the information, plans, and specifications provided to the Contractor, constitute the entire agreement. Any previous agreements and understanding between the parties regarding the subject matter of this Contract, whether oral or in writing, are superseded by the Contract. Any amendments, modifications, or change orders must be in writing. Any change orders require the agreement of the Contractor and shall include appropriate modifications to the contract price to include the Contractor's cost of labor, material, equipment, and reasonable overhead and profit.

14. ANY CLAIMS FOR CONSTRUCTION DEFECTS ARE SUBJECT TO THE NOTICE AND CURE PROVISIONS OF CHAPTER 558, FLORIDA STATUTES. 15. ACCORDING TO FLORIDA'S CONSTRUCTION LIEN LAW (SECTIONS 713.001-713.37, FLORIDA STATUTES), THOSE WHO

WORK ON YOUR PROPERTY OR PROVIDE MATERIALS AND SERVICES AND ARE NOT PAID IN FULL HAVE A RIGHT TO ENFORCE THEIR CLAIM FOR PAYMENT AGAINST YOUR PROPERTY. THIS CLAIM IS KNOWN AS A CONSTRUCTION LIEN. IF YOUR CONTRACTOR OR A SUBCONTRACTOR FAILS TO PAY SUBCONTRACTORS, SUB-SUBCONTRACTORS, OR MATERIAL SUPPLIERS, THOSE PEOPLE WHO ARE OWED MONEY MAY LOOK TO YOUR PROPERTY FOR PAYMENT, EVEN IF YOU HAVE ALREADY PAID YOUR CONTRACTOR IN FULL. IF YOU FAIL TO PAY YOUR CONTRACTOR, YOUR CONTRACTOR MAY ALSO HAVE A LIEN ON YOUR PROPERTY. THIS MEANS IF A LIEN IS FILED YOUR PROPERTY COULD BE SOLD AGAINST YOUR WILL TO PAY FOR LABOR, MATERIALS, OR OTHER SERVICES THAT YOUR CONTRACTOR OR A SUBCONTRACTOR MAY HAVE FAILED TO PAY. TO PROTECT YOURSELF, YOU SHOULD STIPULATE IN THIS CONTRACT THAT BEFORE ANY PAYMENT IS MADE, YOUR CONTRACTOR IS REQUIRED TO PROVIDE YOU WITH A WRITTEN RELEASE OF LIEN FROM ANY PERSON OR COMPANY THAT HAS PROVIDED TO YOU A "NOTICE TO OWNER." FLORIDA'S CONSTRUCTION LIEN LAW IS COMPLEX, AND IT IS RECOMMENDED THAT YOU CONSULT AN ATTORNEY

Approved By: _____ Date: _____



Construction & Maintenance

Construction & Maintenance

Date: 10/20/25

To: City of Zephyrhills RE:
Well Site 3 Generator and ATS Replacement

- Purpose
 - Task Authorization for construction services as requested from C.J. Funnel for Well Site 3 generator and ATS replacement.
- Compensation and Contract
 - A budget for the work as stated totaling \$108,330.00 has been submitted on the Annual City of Zephyrhills water and wastewater miscellaneous construction and maintenance services contract RFP (35-19-01).
- Scope
 - Please refer to estimate # 33382496

Owner:

City of Zephyrhills

By: _____

City Council President

Contractor:

RCM Utilities, LLC

John Lake



Construction & Maintenance

Construction & Maintenance

Date: 10/20/25

To: City of Zephyrhills RE:
Well Site 11 Generator and ATS Replacement

- Purpose
 - Task Authorization for construction services as requested from C.J. Funnel for Well Site 11 generator and ATS replacement.
- Compensation and Contract
 - A budget for the work as stated totaling \$113,300.00 has been submitted on the Annual City of Zephyrhills water and wastewater miscellaneous construction and maintenance services contract RFP (35-19-01).
- Scope
 - Please refer to estimate # 33522922

Owner:

City of Zephyrhills

By: _____

City Council President

Contractor:

RCM Utilities, LLC

John Lake

PUBLIC HEARING 2.1

Reclaimed Water, Sewer and Potable Water Rates

Second Reading ORDINANCE NO. 1509-25

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA AMENDING SECTION 51.23 OF THE CITY CODE OF ORDINANCES, REPEALING AND REPLACING THE SCHEDULE OF RATES AND CHARGES FOR THE USE OF OR AVAILABILITY FOR THE USE OF POTABLE WATER, WASTEWATER (SEWER), AND RECLAIMED WATER EFFECTIVE ON OR AFTER NOVEMBER 1, 2025; PROVIDING FOR REPEALER, SEVERABILITY, AND AN EFFECTIVE DATE.

- A. Council President opens the Public Hearing.
- B. Council President closes the Public Hearing.
- C. City Council considers Ordinance No. 1509-25 on the Second Reading

Issue:

Consider increasing water and sewer rates by 3%.

Background:

The City Council voted to increase water rates by 3% last year, and the staff is recommending that the City Council continue to follow the recommendations in the Raftelis rate study. These rate increases are necessary to continue to maintain and improve its water and sanitary sewer infrastructure. Water and sewer rates should allow for the City to cover its operating costs, retire debt, and pay for some capital projects without debt financing. Water and sewer capital expenditures for the past 3 years have been \$4.1 million in FY 2023, \$6 million in 2024, and \$8.2 million in 2025. In 2026, the City has budgeted for \$20 million in water and sewer capital expenditures.

The City staff recommends that rates be increased by 3%. For customers within the city limits who use 4,100 gallons (the city average), their water and sewer charges will go from \$68.11 to \$70.16, an increase of \$2.05 a month.

Attachment(s):

- 1. 1509-25 Water Rate Ordinance
- 2. 2023 Water and Sewer Rate Study Raftelis (2)

Fiscal Impact:

The 3% increase will result in an additional \$420,000 of water and sewer revenue to meet our

operating, debt requirements, and capital needs.

Staff Recommendation:

The staff recommends approval of the ordinance.

ORDINANCE NO. 1509-25

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA AMENDING SECTION 51.23 OF THE CITY CODE OF ORDINANCES, REPEALING AND REPLACING THE SCHEDULE OF RATES AND CHARGES FOR THE USE OF OR AVAILABILITY FOR THE USE OF POTABLE WATER, WASTEWATER (SEWER), AND RECLAIMED WATER EFFECTIVE ON OR AFTER NOVEMBER 1, 2025; PROVIDING FOR REPEALER, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Zephyrhills has determined that a large portion of the water and sewer infrastructure is reaching an age that requires replacement;

WHEREAS, the City Council of the City of Zephyrhills has determined that to maintain positive revenue flows and keep up with replacement, growth, and increasing costs, the water, wastewater (sewer), and reclaimed water rates shall be adjusted according to Exhibit “A” in this ordinance;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Zephyrhills, Florida, sitting in regular session that:

Section 1. Recitals. The above recitals are true and correct and are incorporated herein by this reference.

Section 2. Amendment of Section 51.23 of the City of Zephyrhills Code of Ordinances.
The Water, Wastewater (Sewer), and Reclaimed Water rates as outlined in Exhibit “A” of § 51.23 of the City of Zephyrhills Code of Ordinances is hereby repealed and replaced for the updated rates attached hereto as Exhibit “A.” The new rates for Water, Wastewater (Sewer), and Reclaimed Water Rate as follows shall be effective on or after November 1, 2025.

Section 3. Repealer. All ordinances, resolutions, polices and utility rates in conflict herewith are hereby repealed to the extent of any conflict.

Section 4. Severability. It is declared to be the intent of the City Council of the City of Zephyrhills, Florida, that if any section, subsection, sentence, clause, or provision of this ordinance is held invalid, the remainder of the ordinance shall be construed as not having continued the said section, subsection, sentence, clause, or provision and shall not be affected by such holding.

Section 5. Inclusion into the Code. It is the intent of the City Council that the provisions of this Ordinance shall become and be made a part of the City of Zephyrhills code, and that the sections of this Ordinance may be renumbered or re-lettered and the word “ordinance” may be changed to “section,” “article,” “regulation,” or such other appropriate word or phrase in order to accomplish such intentions.

Section 6. Effective Date. This Ordinance shall become effective on November 1, 2025.

The foregoing Ordinance No. 1509-25 was read and passed on the first reading, following a public hearing, in an open and regular meeting of the City Council of the City of Zephyrhills, Florida, on this 13th day of October 2025.

Attest:

Ricardo Quinones, City Clerk

Charles E. Proctor
Council President

The foregoing Ordinance No. 1509-25 was read and passed on the second reading, following a public hearing, in an open and regular meeting of the City Council of the City of Zephyrhills, Florida, on this 27th day of October 2025.

Attest:

Ricardo Quinones, City Clerk

Charles E. Proctor
Council President

The foregoing Ordinance No. 1509-25 was approved by me this 27th day of October 2025.

Melonie Bahr Monson, Mayor

Approved as to legal form and legal content

Matthew E. Maggard, Esq.
City Attorney

EXHIBIT A

POTABLE WATER UTILITY RATE SCHEDULE

Effective November 1, 2025, the rates and charges for water service for all customers with available service from the City are set forth herein. Rates shown reflect service for customers located inside the City limits. An additional 25% surcharge applies to water customers located outside the City limits.

I. BASE CHARGE

The Base Charge for each water bill rendered shall be billed monthly as follows:
Single Family Residential, Individually Metered
Irrigation & Commercial

Meter Size	10/1/2024	11/1/2025	% Increase
3/4"	\$5.87	\$6.04	2.9%
1"	\$14.68	\$15.12	3.0%
1.5"	\$29.36	\$30.24	3.0%
2"	\$46.97	\$48.38	3.0%
3"	\$93.94	\$96.76	3.0%
4"	\$146.78	\$151.18	3.0%
6"	\$293.55	\$302.36	3.0%
Master Meter Multi Family			
Mobile Home	\$4.41	\$4.54	2.9%
RV Park (Per Unit)	\$2.94	\$3.03	3.1%

II. USAGE CHARGE (Per 1,000 Gallons)

The Usage Charge shall be billed monthly per thousand (1,000) gallons of metered water use or any increment therein as follows:

Single Family Residential:	10/1/2024	11/1/2025	% Increase
Block 1 (0-5,000 gallons)	\$2.63	\$2.71	3.0%
Block 2 (5,001-10,000 gallons)	\$3.97	\$4.09	3.0%
Block 3 (10,001-15,000 gallons)	\$5.65	\$5.82	3.0%
Block 4 (15,001-20,000 gallons)	\$8.16	\$8.40	2.9%
Block 5 (Above 20,000 gallons)	\$11.18	\$11.52	3.0%
Commercial (All Usage)	\$2.97	\$3.06	3.0%
Master Metered Multi-Family, Mobile Home			
Park & RV Park (All Usage)	\$2.63	\$2.71	3.0%

The Usage Charge for potable irrigation shall be billed monthly per thousand (1,000) gallons of metered water use as follows:

Potable Irrigation

First Tier			
Meter Size	10/1/2024	11/1/2025	% Increase
3/4" 0 - 15,000 gallons	\$5.66	\$5.84	3.2%
1" 0 - 37,500 gallons	\$5.66	\$5.84	3.2%
1.5" 0 - 75,000 gallons	\$5.66	\$5.84	3.2%
2" 0 - 120,000 gallons	\$5.66	\$5.84	3.2%
3" 0 - 240,000 gallons	\$5.66	\$5.84	3.2%
4" 0 - 375,000 gallons	\$5.66	\$5.84	3.2%
6" 0 - 750,000 gallons	\$5.66	\$5.84	3.2%

Second Tier			
Meter Size	10/1/2024	11/1/2025	% Increase
3/4" 15,001 - 20,000 gallons	\$8.16	\$8.40	2.9%
1" 37,501 - 50,000 gallons	\$8.16	\$8.40	2.9%
1.5" 75,001 - 100,000 gallons	\$8.16	\$8.40	2.9%
2" 120,000 - 160,000 gallons	\$8.16	\$8.40	2.9%
3" 240,000 - 230,000 gallons	\$8.16	\$8.40	2.9%
4" 375,000 - 500,000 gallons	\$8.16	\$8.40	2.9%
6" 750,000 - 1,000,000 gallons	\$8.16	\$8.40	2.9%

Third Tier			
Meter Size	10/1/2024	11/1/2025	% Increase
3/4" Above 20,000 gallons	\$11.18	\$11.52	3.0%
1" Above 50,000 gallons	\$11.18	\$11.52	3.0%
1.5" Above 100,000 gallons	\$11.18	\$11.52	3.0%
2" Above 160,000 gallons	\$11.18	\$11.52	3.0%
3" Above 230,000 gallons	\$11.18	\$11.52	3.0%
4" Above 500,000 gallons	\$11.18	\$11.52	3.0%
6" Above 1,000,000 gallons	\$11.18	\$11.52	3.0%

RECLAIMED WATER UTILITY RATE SCHEDULE

October 1, 2024, the rates and charges for reclaimed water service for all customers with available service from the City are set forth herein. Rates shown reflect service for customers located inside the City limits. An additional 25% surcharge applies to reclaimed water customers located outside the City limits.

I. USAGE CHARGE (Per 1,000 Gallons)

The Usage Charge shall be billed monthly per thousand (1,000) gallons of metered water use or any increment therein as follows:

	10/1/2024	11/1/2025	
All Usage > 1 Acre	0.19 \$	0.20	5.3%
All Usage < 1 Acre	0.36 \$	0.37	2.8%

SEWER UTILITY RATE SCHEDULE

October 1, 2024, the rates and charges for sewer service for all customers with available service from the City are set forth herein. Rates shown reflect service for customers located inside the City limits. An additional 25% surcharge applies to customers located outside the City limits.

I. BASE CHARGE

The Base Charge for each sewer bill rendered shall be billed monthly as follows:

Meter Size	10/1/2024	11/1/2025	% Increase
3/4"	\$22.72	\$23.40	3.0%
1"	\$56.83	\$58.53	3.0%
1.5"	\$113.66	\$117.07	3.0%
2"	\$181.85	\$187.31	3.0%
3"	\$363.70	\$374.61	3.0%
4"	\$568.27	\$585.32	3.0%
6"	\$1,136.55	\$1,170.65	3.0%
Master Meter Multi Family & Mobile Home	\$17.05	\$17.56	3.0%
RV Park (Per Unit)	\$11.36	\$11.70	3.0%

II. USAGE CHARGE (Per 1,000 Gallons)

The Usage Charge shall be billed monthly per thousand (1,000) gallons based on 100 percent of the metered water use as follows:

	10/1/2024	11/1/2025	% Increase
All Customers	\$7.01	\$7.22	3.0%

CITY OF
ZEPHYRHILLS

2023 Utility Revenue Sufficiency Study

August 8, 2023



August 8, 2023

Mr. John Bostic
Utilities Director
City of Zephyrhills
5335 8th Street
Zephyrhills, FL 33542

Subject: 2023 Utility Revenue Sufficiency Study

Dear Mr. Bostic,

Raftelis Financial Consultants, Inc. (Raftelis) is pleased to provide this 2023 Utility Revenue Sufficiency Study Report (Report) for the City of Zephyrhills (City) to address the revenue sufficiency needs of the utility system over the next six years. We have summarized the results of our analysis in this Report for your consideration. This Report provides a forecast for the period of October 1, 2022 through September 30, 2028.

In our analysis, we have relied upon certain information and data compiled by the City including, but not limited to capital improvement programs, annual Financial Statements; the budgets; periodic reports; customer data; financing documents; and other information and data provided by the City. To the extent we have performed our analyses using the data and information obtained from the City and others in the preparation of this report, we have relied upon such information to be accurate and no assurances are intended and no representation or warranties are made with respect thereto or the use made herein.

Following this letter is an executive summary and report outlining the assumptions and considerations used in developing the utility system financial projections and our observations regarding future rate levels.

It has been a pleasure working with you, and we thank you and City staff for the support provided during the course of this study.

Sincerely,

A handwritten signature in blue ink that reads 'Tony Hairston'.

Tony Hairston
Vice President

Table of Contents

EXECUTIVE SUMMARY	1
INTRODUCTION	1
CAPITAL IMPROVEMENT FUNDING.....	1
UTILITY REVENUE SUFFICIENCY	2
SUFFICIENCY OF PROJECTED UTILITY RATE REVENUES	3
COMPARISON TO OTHER UTILITY PROVIDERS.....	3
FINDINGS AND CONCLUSIONS.....	4
SECTION 1. INTRODUCTION.....	5
BACKGROUND	5
SCOPE OF SERVICES	5
SUMMARY OF REPORT	5
ACKNOWLEDGEMENTS	5
SECTION 2. CUSTOMER, SALES, AND REVENUES FROM EXISTING RATES	6
GENERAL	6
HISTORICAL WATER CUSTOMER STATISTICS.....	6
HISTORICAL SEWER CUSTOMER STATISTICS.....	8
CUSTOMER AND SALES FORECAST	10
REVENUE FROM EXISTING RATES	11
SECTION 3. UTILITY REVENUE SUFFICIENCY	13
GENERAL	13
PRINCIPAL ASSUMPTIONS AND CONSIDERATIONS.....	13
REVENUE REQUIREMENTS SUMMARY.....	17
SUFFICIENCY OF EXISTING UTILITY RATE REVENUES	17

SUFFICIENCY OF PROJECTED UTILITY RATE REVENUES	18
DEBT SERVICE COVERAGE	19
COMPARISON TO OTHER LOCAL UTILITIES	20

List of Tables

Table 1: FY 2022 Water Customer Statistics	7
Table 2: FY 2022 Water Rate Revenues	8
Table 3: FY 2022 Sewer Customer Statistics	9
Table 4: FY 2022 Sewer Rate Revenues.....	10
Table 5: Water Customer Forecast	11
Table 6: Sewer Customer Forecast	11
Table 7: Water Revenue Forecast at Existing Rates	11
Table 8: Sewer Revenue Forecast at Existing Rates.....	12
Table 9: Projected Six-Year CIP Funding Sources	15
Table 10: New Debt Assumptions	16
Table 11: Projected Fund Balances.....	16
Table 12: Projected Water Net Revenue Requirements	17
Table 13: Projected Sewer Net Revenue Requirements	17
Table 14: Water Revenue Sufficiency Forecast at Existing Rates.....	18
Table 15: Sewer Revenue Sufficiency Forecast at Existing Rates	18
Table 16: Annual Rate Adjustments.....	18
Table 17: Water Revenue Sufficiency Forecast under Projected Rate Adjustments	19
Table 18: Sewer Revenue Sufficiency Forecast under Projected Rate Adjustments.....	19
Table 19: Projected Debt Service Coverage.....	19

List of Figures

Figure 1: 3/4-Inch Inside City Single Family Residential Water & Sewer Rate Comparison (3,000 Gallons)	20
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List of Exhibits

- Exhibit 1: Water Customer Projections
- Exhibit 2: Sewer Customer Projections
- Exhibit 3: Projected Water Revenue from Existing Rates
- Exhibit 4: Projected Sewer Revenue from Existing Rates
- Exhibit 5: Miscellaneous Revenue Projections
- Exhibit 6: Operating Budget
- Exhibit 7: Water Operating Budget Projections
- Exhibit 8: Sewer Operating Budget Projections
- Exhibit 9: Capital Improvement Program - Inflated
- Exhibit 10: Projected Water Revenue Requirements
- Exhibit 11: Projected Sewer Revenue Requirements
- Exhibit 12: Combined System Projected Debt Service Coverage
- Exhibit 13: Utility Fund Balance Projections

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Executive Summary

Introduction

The City of Zephyrhills (City) provides a full range of utility services, including potable water and sewer service to properties located within the City limits and certain unincorporated areas in Pasco County. As of Fiscal Year (FY) 2022, utility service was provided to approximately 12,900 water customers and 9,300 sewer customers throughout the City's service area. The City's utility system is established as a utility Enterprise Fund where the user fees and charges established for water and sewer services must generate the necessary revenues to recover the full cost of providing service. The primary source of user fee revenue for the Enterprise Fund is earned from the monthly user rates, therefore it is prudent to review these rate levels periodically to ensure that revenues are sufficient to meet future expenditure needs.

The City retained Raftelis Financial Consultants, Inc. (Raftelis) to conduct a utility revenue sufficiency study to ensure water and sewer rate sustainability and equity for the next six-year period. The major components of this study include:

1. Ensure the utility system recovers its operation and maintenance costs;
2. Ensure the utility system can fund the existing and proposed debt service;
3. Ensure sufficient funding for capital improvement projects;
4. Identify any rate adjustments needed to support the water and sewer systems; and
5. Maintain adequate utility operating reserves and exceed minimum debt service coverage requirements.

The remainder of the executive summary provides an overview of the study and includes our findings for the City.

Capital Improvement Funding

During the fiscal year ending September 30, 2023 through September 30, 2028 (Forecast Period), the City's capital improvement program (CIP) contains over \$53 million of capital expenditures. There are several large projects in the CIP including water main extensions, new wells, construction of a new building for the water department, major lift station and force main improvements, water quality improvements, and other capital improvements. Planned funding sources for the CIP include existing reserves, capacity fees, grants, and the issuance of new debt. The following table summarizes the projected funding sources for the City's CIP during the Forecast Period.

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Table ES- 1: Projected Six-Year CIP Funding Sources

Description [1]	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total
Water Revenues	\$1,213,000	\$927,000	\$1,108,700	\$973,900	\$1,164,600	\$1,250,700	\$6,637,900
Sewer Revenues	1,295,000	1,488,500	1,499,300	1,347,200	1,386,500	1,421,200	8,437,700
Utility Operating Reserves	1,450,000	154,500	316,700	0	0	284,200	2,205,400
Capacity Fees	5,100,000	257,500	2,111,500	0	0	0	7,469,000
Water SRF Debt	0	5,459,000	0	0	0	0	5,459,000
Sewer SRF Debt [2]	1,650,000	4,995,500	1,055,800	4,328,600	2,218,400	1,136,900	15,385,200
Grants	8,150,000	1,030,000	1,055,800	0	0	0	10,235,800
Total Funding Sources	\$18,858,000	\$14,312,000	\$7,147,800	\$6,649,700	\$4,769,500	\$4,093,000	\$55,830,000

[1] Full 6-year CIP with project descriptions shown on Exhibit 9.

[2] Sewer SRF debt includes the issuance of two separate loans as detailed in the assumptions below.

Utility Revenue Sufficiency

Utility cash revenue requirements is the term that defines the various components of cost associated with operating and maintaining a utility system. The sum of these cost components, less other income and miscellaneous utility revenues, represents the net revenue requirements to be funded from the utility rates. The revenues generated from the monthly user rates and the revenue requirements are presented in detail in the body of the report. The tables and discussion below are provided to illustrate the overall revenue sufficiency of the adopted user rates.

Table ES- 2: Water Revenue Sufficiency Forecast at Existing Rates

Description	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Rate Revenue from Existing Rates [1]	\$4,248,400	\$4,310,700	\$4,372,400	\$4,435,900	\$4,499,400	\$4,565,100
Net Revenue Requirements [2]	4,987,970	4,866,870	5,289,070	5,265,870	5,143,380	5,348,680
Surplus/(Deficiency)	(\$739,570)	(\$556,170)	(\$916,670)	(\$829,970)	(\$643,980)	(\$783,580)

[1] Obtained from Table 7.

[2] Obtained from Table 12.

As shown above, revenues generated by the existing water rates are expected to not be sufficient to meet the projected net revenue requirements throughout the Forecast Period. At these rates, the water system is projected to generate a deficiency up to \$900,000 per year. As a result of the deficiencies, water rate adjustments are needed as shown later in this section.

The table below provides the sewer rate revenue deficiency over the next six-year period under the existing rates:

Table ES- 3: Sewer Revenue Sufficiency Forecast at Existing Rates

Description	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Rate Revenue from Existing Rates [1]	\$7,649,800	\$7,742,400	\$7,835,000	\$7,927,700	\$8,020,200	\$8,118,000
Net Revenue Requirements [2]	7,814,633	7,756,148	7,729,448	8,217,148	8,096,224	8,801,424
Surplus/(Deficiency)	(\$164,833)	(\$13,748)	\$105,552	(\$289,448)	(\$76,024)	(\$683,424)

[1] Obtained from Table 8.

[2] Obtained from Table 13.

The sewer system is also forecast to be deficient for the majority of the Forecast Period. The annual deficiency significantly increases in FY 2028 due to the increased annual debt service requirements associated with the proposed Clean Water SRF Loans, as discussed further in the body of this report. Due to the projected deficiencies expected, inflationary sewer rate adjustments are needed as shown in Table ES- 4 below.

Sufficiency of Projected Utility Rate Revenues

As previously discussed, the existing rates are projected to not be sufficient to support the net revenue requirements forecast. Additionally, if these rates are not sufficient to support the net revenue requirements, then the fund balances and funding available to complete the CIP will not be sufficient. Based on conversations with staff, consumer price index (CPI) level adjustments are being considered for the monthly water and sewer rates over the Forecast Period. The table below illustrates these rate adjustments:

Table ES- 4: Annual Rate Adjustments

Fiscal Year	Water [1]	Sewer [1]
2023	0.0%	0.0%
2024	3.0%	3.0%
2025	2.5%	2.5%
2026	2.5%	2.5%
2027	2.5%	2.5%
2028	2.5%	2.5%

[1] Overall rate revenues to increase by percentages shown above.

Assuming the rate adjustments as shown on Table ES- 4 are implemented beginning October 1, 2023, and then each ensuing October 1, the following tables provide an illustration of the projected revenue sufficiency for each of the utility systems during the Forecast Period.

Table ES- 5: Water Revenue Sufficiency Forecast under Projected Rate Adjustments

Description [1]	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Rate Revenue from Projected Rates	\$4,248,400	\$4,440,000	\$4,616,200	\$4,800,300	\$4,990,700	\$5,190,200
Net Revenue Requirements	4,987,970	4,866,870	5,289,070	5,265,870	5,143,380	5,348,680
Surplus/(Deficiency)	(\$739,570)	(\$426,870)	(\$672,870)	(\$465,570)	(\$152,680)	(\$158,480)

[1] The detailed projected revenue sufficiency for the water system over the Forecast Period can be found in Exhibit 10.

Table ES- 6: Sewer Revenue Sufficiency Forecast under Projected Rate Adjustments

Description [1]	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Rate Revenue from Projected Rates	\$7,649,800	\$7,974,700	\$8,271,900	\$8,578,900	\$8,896,000	\$9,229,600
Net Revenue Requirements	7,814,633	7,756,148	7,729,448	8,217,148	8,096,224	8,801,424
Surplus/(Deficiency)	(\$164,833)	\$218,552	\$542,452	\$361,752	\$799,776	\$428,176

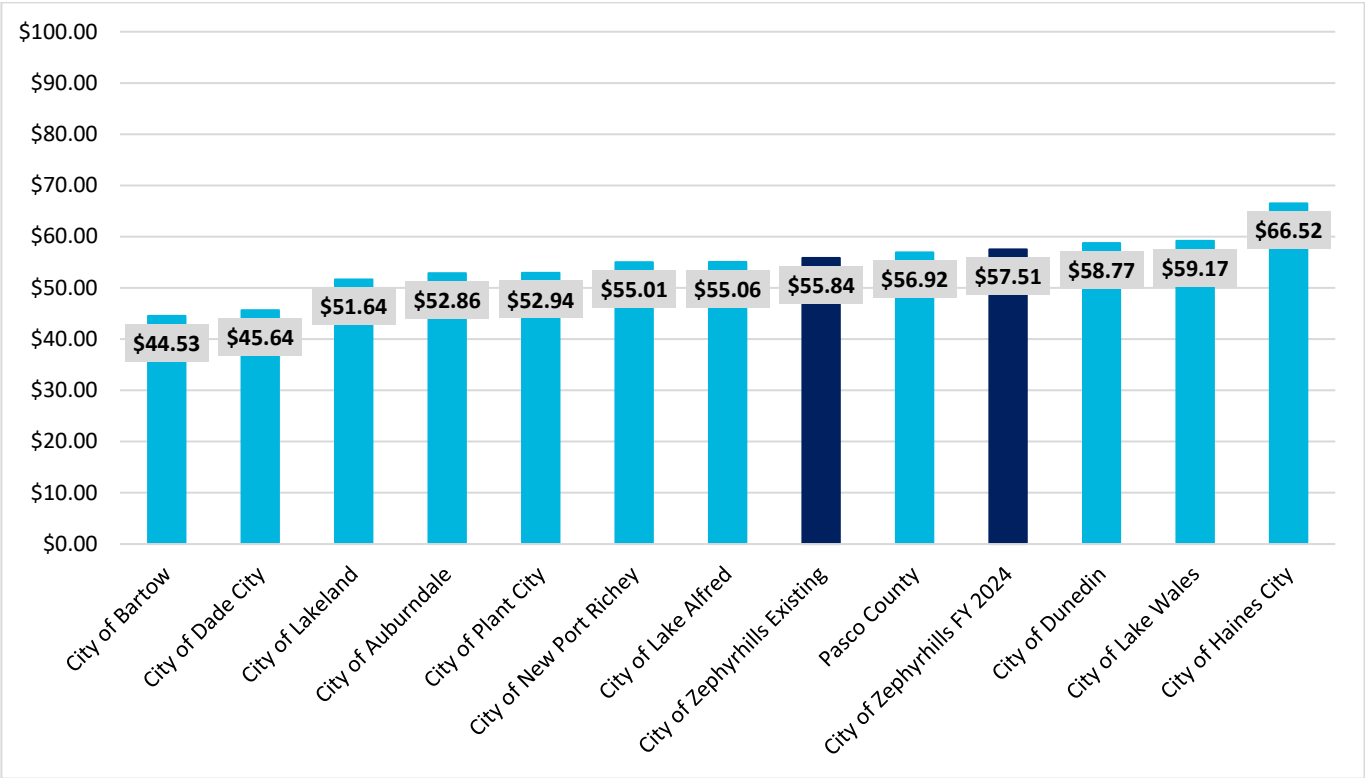
[1] The detailed projected revenue sufficiency for the sewer system over the Forecast Period can be found in Exhibit 11.

Comparison to Other Utility Providers

The figure below provides an illustration of the City's existing and proposed FY 2024 water and sewer bill at 3,000 gallons compared to that of other neighboring utilities. Since the inside City 3/4-inch single family residential customer class represents a majority of the City's customer base, the comparison below will focus on this class. As shown below, a single family residential customer using 3,000 gallons will see an increase in their combined water

and sewer monthly bill of \$1.67 from \$55.84 to \$57.51. The City’s combined bills are slightly higher than the average bill (\$54.46) of the other neighboring utilities surveyed.

**Figure ES- 1: 3/4-Inch Inside City Single Family Residential Water & Sewer Rate Comparison
(3,000 Gallons)**



Findings and Conclusions

As set forth herein, our findings and conclusions are summarized below:

1. The CPI-level adjustments to the monthly water and sewer rates over the Forecast Period should provide the City with adequate funding for the operating expenses, debt service, and planned capital improvements while maintaining adequate reserves during this period.
2. The projected rate adjustments, identified on Table ES- 4, are designed to fund approximately \$53.6 million in capital projects through FY 2028. Significant projects include water main extensions, new wells, construction of a new building for the water department, major lift station and force main improvements, water quality improvements, and other capital improvements.
3. Under the proposed FY 2024 rates, the combined water and sewer bill for a single family residential customer using 3,000 gallons a month is slightly higher than the average bill of the other nearby utilities surveyed.
4. The City should consider reviewing its utility rates and adequacy during or before Fiscal Year 2026 to verify that the projected CPI-level rate adjustments will be sufficient through the next five-year period.

Section 1. Introduction

Background

The City of Zephyrhills (City) provides water and sewer service to properties located within the City limits and certain unincorporated areas in Pasco County. As of Fiscal Year (FY) 2022, utility service was provided to approximately 12,900 water customers and 9,300 sewer customers throughout the City's service area. The City accounts for its utility operations through an Enterprise Fund where the revenues, expenditures, and other financial information are maintained as a separate business enterprise supported by the user rates and fees charged for utility services.

Scope of Services

In an effort to ensure adequate funding for utility operations and capital improvements necessary to continue the provision of adequate service to existing customers and meet the requirements of growth, regulatory requirements, and utility system replacement and upgrades, the City has engaged Raftelis Financial Consultants, Inc. (Raftelis) to perform a utility revenue sufficiency study (Study). The utility revenue sufficiency study will include an evaluation of revenue sufficiency by service based on an allocation of costs among each service. Costs include operating expenses, utility debt service, and the funding of future capital improvements including the renewal and replacement of existing assets. This report utilizes a model built by Raftelis which includes a financial forecast that includes the capability to model specific utility rate adjustments to achieve the City's financial objectives through Fiscal Year 2028.

Summary of Report

In addition to Section 1, this report is subdivided into two (2) other sections. The following is a brief discussion of the remaining sections included in this report.

Section 2: Customer, Sales, and Revenues from Existing Rates – This section summarizes the historical and projected water and sewer customers and sales. Projections are primarily based on recent historical trends and expected future sales with a conservative outlook. Also included are the revenue forecasts at existing user rates.

Section 3: Utility Revenue Sufficiency – This section summarizes the City Utility Fund's forecast of revenue requirements, which serves as the basis for the revenue sufficiency analysis. Included in this section is a discussion of the assumptions utilized in the forecast of utility operating expenditures, debt service, other operating revenues, capital improvement needs and reserve fund balances. In addition, this section provides a comparison of rates to other nearby utility providers.

Acknowledgements

This report was prepared with the cooperation and assistance of City staff. Raftelis would like to thank the following individuals in particular for their valuable assistance during the course of the study: Mr. John Bostic, Utilities Director, Mr. Ted Beason, Finance Director, and the rest of City staff that provided support during this project.

Section 2. Customer, Sales, and Revenues from Existing Rates

General

A major component to determine sustained revenue sufficiency for utility service is the development of a forecast of customers and sales. The City provided historical customer billing statistics which will serve as the basis for the recent historical trends and as the forecast of customers through FY 2028.

Historical Water Customer Statistics

The City provided detailed customer billing data for the 12 consecutive months ending February 28, 2022. The information contained in the detailed customer billing data included the account number, service address, service location (i.e., inside City, outside City), service type (i.e., water, sewer), customer type, meter size, number of dwelling units, the metered monthly usage, and the corresponding billed amount. A billing frequency analysis was performed on the customer billing data to substantiate the number of accounts, units, and the corresponding usage characteristics for each customer classification. To verify the results of the bill frequency analysis, revenues were first calculated based on the resulting customer data findings and the existing monthly user rates. This information was then compared to the revenues shown in the billing data itself. The calculated revenues from the bill frequency analysis were within 1% different from the revenues within the billing data. This revenue test validates the customer and characteristics of the data.

A review of the water customer data from the bill frequency analysis indicates that the City provides service to four distinctive customer groups as shown below:

- Single Family Residential;
- Master Metered Residential;
- Commercial; and
- Irrigation.

The following table provides a summary of the bill frequency analysis, including the number of customer accounts, units, annual metered consumption, and the average monthly consumption by customer group. The table also separates the customers by location.

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Table 1: FY 2022 Water Customer Statistics

Description [1]	Inside City	Outside City	Total
Single Family Residential			
Customer Accounts	7,147	2,902	10,049
Units/ERUs [2]	7,177	2,910	10,087
Annual Metered Gallons (1,000s)	253,332	99,984	353,316
Average Monthly Use (gallons)	2,900	2,900	2,900
Master Metered Residential			
Customer Accounts	41	18	59
Units/ERUs [2]	1,787	498	2,285
Annual Metered Gallons (1,000s)	62,399	12,620	75,019
Average Monthly Use (gallons)	2,900	2,100	2,700
Commercial			
Customer Accounts	811	61	872
Units/ERUs [2]	2,002	159	2,161
Annual Metered Gallons (1,000s)	248,338	11,433	259,771
Average Monthly Use (gallons)	10,300	6,000	10,000
Irrigation			
Customer Accounts	1,737	158	1,895
Units/ERUs [2]	2,178	180	2,358
Annual Metered Gallons (1,000s)	131,857	3,268	135,125
Average Monthly Use (gallons)	5,000	1,500	4,800
Total			
Customer Accounts	9,736	3,139	12,875
Units/ERUs [2]	13,144	3,747	16,891
Annual Metered Gallons (1,000s)	695,926	127,305	823,231
Average Monthly Use (gallons)	4,400	2,800	4,100

[1] Based on detailed customer billing data for the 12 consecutive months ending February 28, 2022.

[2] Amounts represent dwelling units for master metered residential customers and 3/4-inch meter equivalents for all other customers.

As shown on the table above, the City served over 12,800 customer accounts during FY 2022 with an average monthly consumption of 4,100 gallons per unit/equivalent residential unit (ERU). The single family residential class, which represents the largest number of customer accounts for the water system, had an average monthly consumption of just under 3,000 gallons. Commercial customers used significantly more than the other customer classes within the water system, with an average monthly use per ERU of 10,000 gallons.

In addition to the review of historical customer statistics, the existing water rates were applied to these customer statistics in order to calculate historical water revenue by customer class. The table below distinguishes between the monthly base charges and the volumetric portion of water revenues. The revenues derived from the base charges comprise approximately 29% of total water system revenues. The remaining 71% of water revenues are derived from metered usage which can vary month to month due to a variety of circumstances including seasonal demand, weather, economic conditions, and other factors. The City's largest customer class, single family residential, generated approximately \$1.8 million in annual water revenues during the period analyzed which is approximately 44% of the total water system rate revenues.

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Table 2: FY 2022 Water Rate Revenues

Description	Inside City	Outside City	Total
Single Family Residential			
Base Charges	\$490,900	\$249,000	\$739,900
Volumetric Charges	709,600	368,300	1,077,900
Total Charges	\$1,200,500	\$617,300	\$1,817,800
Master Metered Residential			
Base Charges	\$91,800	\$32,000	\$123,800
Volumetric Charges	159,100	40,300	199,400
Total Charges	\$250,900	\$72,300	\$323,200
Commercial			
Base Charges	\$136,900	\$13,600	\$150,500
Volumetric Charges	715,200	41,200	756,400
Total Charges	\$852,100	\$54,800	\$906,900
Irrigation			
Base Charges	\$149,000	\$15,400	\$164,400
Volumetric Charges	895,200	24,200	919,400
Total Charges	\$1,044,200	\$39,600	\$1,083,800
Total			
Base Charges	\$868,600	\$310,000	\$1,178,600
Volumetric Charges	2,479,100	474,000	2,953,100
Total Charges	\$3,347,700	\$784,000	\$4,131,700

Note: Based on detailed customer billing data for the 12 consecutive months ending February 28, 2022.

Historical Sewer Customer Statistics

For the sewer system, detailed customer billing data for the 12 consecutive months ending February 28, 2022 was also relied on to establish the foundation of customers and average consumption characteristics. Based on the results of the billing frequency analysis, the following customer groups were identified as the City's sewer customers:

- Single Family Residential;
- Master Metered Residential;
- RV Park; and
- Commercial.

The table below provides the number of customers, units/ERUs, consumption, and the average monthly consumption by customer group for the period analyzed.

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Table 3: FY 2022 Sewer Customer Statistics

Description [1]	Inside City	Outside City	Total
Single Family Residential			
Customer Accounts	6,991	1,450	8,441
Units/ERUs [2]	6,999	1,454	8,453
Annual Metered Gallons (1,000s)	246,574	39,877	286,451
Average Monthly Use (gallons)	2,900	2,300	2,800
Master Metered Residential			
Customer Accounts	40	3	43
Units/ERUs [2]	1,964	95	2,059
Annual Metered Gallons (1,000s)	71,352	1,580	72,932
Average Monthly Use (gallons)	3,000	1,400	3,000
RV Park			
Customer Accounts	N/A	1	1
Units/ERUs [2]	N/A	358	358
Annual Metered Gallons (1,000s)	N/A	8,560	8,560
Average Monthly Use (gallons)	N/A	2,000	2,000
Commercial			
Customer Accounts	754	20	774
Units/ERUs [2]	1,823	61	1,884
Annual Metered Gallons (1,000s)	222,316	7,086	229,402
Average Monthly Use (gallons)	10,200	9,700	10,100
Total			
Customer Accounts	7,785	1,474	9,259
Units/ERUs [2]	10,786	1,968	12,754
Annual Metered Gallons (1,000s)	540,242	57,103	597,345
Average Monthly Use (gallons)	4,200	2,400	3,900

[1] Based on detailed customer billing data for the 12 consecutive months ending February 28, 2022.

[2] Amounts represent dwelling units for master metered residential customers and 3/4-inch meter equivalents for all other customers.

For the sewer system, the City provided service to approximately 9,300 customer accounts and the average monthly use per unit/ERU for the entire sewer system was 3,900 gallons. The single family residential class, which is also the largest customer class for the sewer system, comprises approximately 91% of the customer accounts, 48% of the annual consumption, and the class averaged 2,800 gallons on a monthly basis during the period analyzed. Master metered residential represented over 40 customers accounts and approximately 2,100 dwelling units. Their average monthly usage during FY 2022 was slightly higher, relative to single family residential, at 3,000 gallons per unit.

The table below provides the revenues that were calculated based on the resulting customer data findings from the billing frequency analysis and the existing sewer rates.

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Table 4: FY 2022 Sewer Rate Revenues

Description	Inside City	Outside City	Total
Single Family Residential			
Base Charges	\$1,852,800	\$481,200	\$2,334,000
Volumetric Charges	1,679,200	339,400	2,018,600
Total Charges	\$3,532,000	\$820,600	\$4,352,600
Master Metered Residential			
Base Charges	\$390,100	\$23,600	\$413,700
Volumetric Charges	485,900	13,400	499,300
Total Charges	\$876,000	\$37,000	\$913,000
RV Park			
Base Charges	N/A	\$59,200	\$59,200
Volumetric Charges	N/A	72,800	72,800
Total Charges	N/A	\$132,000	\$132,000
Commercial			
Base Charges	\$482,600	\$20,200	\$502,800
Volumetric Charges	1,514,000	60,300	1,574,300
Total Charges	\$1,996,600	\$80,500	\$2,077,100
Total			
Base Charges	\$2,725,500	\$584,200	\$3,309,700
Volumetric Charges	3,679,100	485,900	4,165,000
Total Charges	\$6,404,600	\$1,070,100	\$7,474,700

Note: Based on detailed customer billing data for the 12 consecutive months ending February 28, 2022.

As shown on the table above, approximately 44% of total sewer system rate revenues were derived from the monthly fixed base charges. The single family residential customer class generated approximately \$4.4 million in annual revenue during the period analyzed which represents 58% of the total annual sewer system rate revenue. Master metered residential sewer revenue was just under \$1 million, or 12% of the total sewer rate revenue.

Customer and Sales Forecast

The development of a forecast of sales, units/ERUs, and customers is necessary in the evaluation of the adequacy of water and sewer system rate levels. The billing frequency analysis provides historical actual data associated with the number of accounts and units together with the total metered consumption by customer class which will serve as the basis for the forecast of customers through FY 2028.

Pursuant to discussions with staff, reviewing historical growth, and maintaining a conservative approach to forecasting customer growth, an average annual growth rate of 2.2% is assumed for the water system through FY 2028. This growth rate equates to an average of 293 new customer accounts per year. A summary of the forecasted growth in customer accounts, units/ERUs, and total metered consumption for the water system is provided in Table 5 below with more detailed information provided in Exhibit 1.

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Table 5: Water Customer Forecast

Description	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Customer Accounts	13,355	13,605	13,855	14,105	14,365	14,635
Units/ERUs	17,391	17,651	17,911	18,181	18,451	18,731
Annual Metered Consumption (1,000 gallons)	843,050	853,420	863,810	874,550	885,270	896,360
Avg. Monthly Consumption per Unit (gallons)	4,000	4,000	4,000	4,000	4,000	4,000

As shown in the table above, with an average annual increase of 2.2% per year, it is projected that the City will provide water service to over 14,600 customer accounts by FY 2028.

Table 6 below provides a summary of the forecast of customers and sales for the sewer system. Further detail on the sewer customer projections can be found in Exhibit 2 at the end of this report.

Table 6: Sewer Customer Forecast

Description	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Customer Accounts	9,599	9,779	9,959	10,139	10,319	10,509
Units/ERUs	13,094	13,274	13,454	13,634	13,814	14,004
Annual Metered Consumption (1,000 gallons)	608,860	614,970	621,080	627,180	633,290	639,750
Avg. Monthly Consumption per Unit (gallons)	3,900	3,900	3,800	3,800	3,800	3,800

Revenue from Existing Rates

The projection of customers, units/ERUs and consumption discussed in this section serves as the basis for the water and sewer revenue forecast. By applying the adopted monthly user rates to the customer statistics, the expected operating revenue from existing rates for each year can be calculated. The forecast schedule of operating revenue from rates for the water and sewer systems are shown on Table 7 and Table 8 below.

Table 7: Water Revenue Forecast at Existing Rates

Fiscal Year [1]	Base Charge Revenue	Volumetric Charge Revenue	Total Revenue
2023	\$1,214,700	\$3,033,700	\$4,248,400
2024	\$1,233,700	\$3,077,000	\$4,310,700
2025	\$1,252,500	\$3,119,900	\$4,372,400
2026	\$1,271,900	\$3,164,000	\$4,435,900
2027	\$1,291,500	\$3,207,900	\$4,499,400
2028	\$1,311,800	\$3,253,300	\$4,565,100

[1] The revenue projections shown above are based on the existing water rates. Projected revenue under the proposed rates is summarized in Table 17 and Exhibit 10 at the end of this report.

Table 8: Sewer Revenue Forecast at Existing Rates

Fiscal Year [1]	Base Charge Revenue	Volumetric Charge Revenue	Total Revenue
2023	\$3,403,700	\$4,246,100	\$7,649,800
2024	\$3,453,300	\$4,289,100	\$7,742,400
2025	\$3,502,900	\$4,332,100	\$7,835,000
2026	\$3,552,600	\$4,375,100	\$7,927,700
2027	\$3,602,200	\$4,418,000	\$8,020,200
2028	\$3,654,500	\$4,463,500	\$8,118,000

[1] The revenue projections shown above are based on the existing sewer rates. Projected revenue under the proposed rates is summarized in Table 18 and Exhibit 11 at the end of this report.

Based on the forecasted customer growth and usage trends, the water and sewer revenues are projected to increase between 1.2 and 1.4% annually during the Forecast Period.

Section 3. Utility Revenue Sufficiency

General

The various components of cost associated with operating and maintaining a utility system, as well as the cost of financing the renewal and replacement of facilities and capital improvements for upgrades and expansion, are generally referred to as the utility revenue requirements and are accounted for on a cash basis. The sum of these cost components, after adjusting for other income and miscellaneous utility revenues, represents the net revenue requirements that must be funded from the utility rates. The projected revenue requirements include the various generalized cost components described below:

- Operating Expenses: These expenses include the cost of labor, insurance, electricity, chemicals, materials, supplies, administration, and other items necessary for the operation and maintenance of the utility system.
- Debt Service: Debt service includes the principal and interest on the City's current outstanding BB&T loan, state revolving fund (SRF) loans, and any other debt obligations payable from the net operating revenues of the utility system. As discussed further below, the projected revenue requirements also include the assumption that the City will issue additional debt during the six-year period to fund certain capital improvements.
- Other Revenue Requirements: This component of cost includes, in general, any ongoing capital improvements to be funded from rate revenue, transfers to reserves for future infrastructure rehabilitation, funding of certain capital projects on a pay-as-you-go basis, transfers to the City's General Fund, and other revenue requirements.

Principal Assumptions and Considerations

The projected revenue requirements are summarized in this section and are provided in more detail in the exhibits at the end of this report. The major assumptions, considerations and analyses that are included in the development of the projected revenue requirements are as follows:

1. The City Utility Fund's operating budget for FY 2023, and the actual historical expenditures from prior fiscal years served as the basis for expenditure projections. The various divisions in the budget are allocated between the water and sewer system based on a variety of factors including direct allocations to water and sewer, number and type of personnel, and allocations based on the number of customer accounts in each system. Unless otherwise noted, the underlying assumptions and expenditure amounts included therein are assumed to be reasonable and reflect anticipated operations. Such budgetary amounts are incorporated into the revenue requirements component of the study, except for adjustments and assumptions as noted below.
2. The operating and maintenance expenditures budgeted for FY 2023 are projected for the remaining five years of the Forecast Period (i.e., through September 30, 2028). Non-operating expenditures have been adjusted to account for operating and other capital, debt service, and other expenditures separately. Schedules providing budget line-item detail of projected operating expenses are shown on Exhibits 7 and 8 at the end of this report. The primary assumptions associated with the projected operating expenses as developed for the Forecast Period are as follows:
 - a. Salaries and wages for existing budgeted positions are increased above budgeted amounts by 3.0% annually to reflect wage adjustments resulting from promotions and merit increases as well as cost

of living adjustments due to inflationary pressures. Health care expenditures (i.e., group health) are projected to increase by 5.0% annually, much faster than salaries and taxes due to recent trends in the industry.

- b. There are two additional personnel assumed to be hired in FY 2024: Distribution Operator and Collections Technician. The salaries and benefits for the new personnel have been factored into the forecast of operating and maintenance expenses. By FY 2028, these additional employees account for a total budget impact of approximately \$122,000. For forecast purposes, the costs for the Distribution Operator have been allocated to the water system, and the costs for the Collections Technician have been allocated to the sewer system.
 - c. Operating expenditures such as purchased power (electricity) and chemicals that generally correlate to water and wastewater flow levels are projected using a factor that accounts for both increases in annual flows as well as unit cost increases. The objective of this factor is to account for increases in demand, in addition to inflationary cost adjustments, that are the primary cost drivers for expenditures of this nature. During the Forecast Period, these expenditures are escalated between 3.5 – 4.3% per year.
 - d. Repair and maintenance related expenses are projected to increase above the budgeted levels by 3.0% per year. This factor is based on the historical annual increases derived from the Engineering News Record (ENR) construction cost index. The ENR index provides an annual average index of construction and material costs which can be measured year after year. The five and ten-year historical annual compound growth rate, based on the ENR index, was 4.0% and 3.5%, respectively.
 - e. Other expenditures such as professional services, supplies, telephone, uniforms, miscellaneous tools and equipment, and other operating costs are projected to increase above the budgeted levels by 2.5-3.0% per year to reflect anticipated general inflation. Assumptions for inflation were based on the Consumer Price Index as projected by the Congressional Budget Office as contained in *The Budget and Economic Outlook: 2023 to 2033* report published in February 2023 (the most recent update published at the time of this analysis).
 - f. The FY 2023 budget included \$500,000 of professional services within the Sewer Division. According to information obtained from the budget, these services are related to manhole geolocating and renewal of a wastewater treatment plant operating permit. Based on discussions with staff, some of the services are more one-time in nature and non-recurring. Therefore, the projected costs for this line item have been reduced to historical levels beyond FY 2023.
3. The Utility Fund transfers a portion of rate revenues to the City's General Fund which represents a financial return to the City's general government for the operation of the utility enterprise. Currently, the Utility Fund transfers 10.0% of annual rate revenues to the General Fund. For the forecast, these appropriations to the General Fund will continue at this same percentage. The total transfer from the water and sewer systems ranges between \$1.2 million - \$1.4 million per year over the Forecast Period. The transfer from each individual utility system is summarized on Exhibits 7 and 8.
 4. The capital expenditures planned over the next six years are based on the City Utility Fund's capital improvement program (CIP) provided by staff. The CIP identifies \$53.6 million in project expenditures through FY 2028 and comprises a variety of major additions, extensions, improvements, and rehabilitations of the utility systems. The costs of the CIP, as provided by staff, were reflected in today's dollar value for all six years of the plan. For the purposes of this analysis, the capital costs after FY 2023 were escalated by approximately 2.5% per year to account for rising costs and inflation. As shown in Exhibit 9 at the end of this report, the inflated CIP totals \$55.8 million in project expenditures through FY 2028.

With average expenditures of over \$9.3 million per year, a variety of funding sources will be needed for the CIP as the yearly average exceeds the revenues available from user rates after paying for operating expenses and existing debt service. There are several large projects in the CIP including water main extensions, new wells, construction of a new building for the water department, major lift station and force main improvements, water quality improvements, and other capital improvements. Table 9 below illustrates the

anticipated funding sources for the CIP, which is fully funded from a combination of rate revenues (pay-as-you-go capital) and reserves, capacity fees, grants, and the issuance of new debt.

Table 9: Projected Six-Year CIP Funding Sources

Description [1]	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total
Water Revenues	\$1,213,000	\$927,000	\$1,108,700	\$973,900	\$1,164,600	\$1,250,700	\$6,637,900
Sewer Revenues	1,295,000	1,488,500	1,499,300	1,347,200	1,386,500	1,421,200	8,437,700
Utility Operating Reserves	1,450,000	154,500	316,700	0	0	284,200	2,205,400
Capacity Fees	5,100,000	257,500	2,111,500	0	0	0	7,469,000
Water SRF Debt	0	5,459,000	0	0	0	0	5,459,000
Sewer SRF Debt [2]	1,650,000	4,995,500	1,055,800	4,328,600	2,218,400	1,136,900	15,385,200
Grants	8,150,000	1,030,000	1,055,800	0	0	0	10,235,800
Total Funding Sources	\$18,858,000	\$14,312,000	\$7,147,800	\$6,649,700	\$4,769,500	\$4,093,000	\$55,830,000

[1] Full 6-year CIP with project descriptions shown on Exhibit 9.

[2] Sewer SRF debt includes the issuance of two separate loans as detailed in the assumptions below.

5. As of September 30, 2022, the City had five outstanding debt obligations payable from the net revenues of the utility system. The Clean Water SRF Loan WW805020 (SRF Loan WW805020) and the Clean Water SRF Loan WW805030 (SRF Loan WW805030) relate to the 2008 expansion of the wastewater treatment plant. Both debt issuances are set to mature in FY 2028. The Series 2016 BB&T Lease (Series 2016 Lease) is related to the upgrade of the City's AMI metering system and is set to mature in FY 2026. The City recently issued the Clean Water SRF Loan WW510531 (SRF Loan WW510531) and the Clean Water SRF Loan WW510550 (SRF Loan WW510550). The SRF Loan WW510531 funded advanced wastewater treatment plant upgrades and the SRF Loan WW510550 funded a reclaimed water main extension. The total annual debt service requirement on the outstanding debt is approximately \$2.3 million through FY 2026, and approximately \$1.6 million annually through the end of the Forecast Period. Each of the outstanding debt obligations is allocated between water and sewer for forecasting purposes. The SRF loans are allocated entirely to the sewer system, while the Series 2016 Lease is allocated based on the number of water and sewer customer accounts.
6. A portion of the six-year CIP is assumed to be funded from proceeds obtained from the issuance of additional debt. Debt funding can provide significant advantages by spreading out the cost of major capital programs over ten or more years, which reduces the burden on existing customers and shares the debt repayment on future customers that benefit from such improvements or expansions. This study assumes one Drinking Water SRF loan and two Clean Water SRF loans. The loan costs, funding assumptions and annual debt service requirements are provided on the table below. To accurately review the revenue sufficiency for the water and sewer systems separately, each of the new debt obligations have been allocated based on the use of project funds for each obligation.

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Table 10: New Debt Assumptions

Description	2023 Clean Water SRF Loan	2024 Drinking Water SRF Loan	2026 Clean Water SRF Loan
Project Funds Available from Loan Proceeds	\$7,701,300	\$5,459,000	\$7,683,900
Issuance Cost [1]	158,600	110,700	157,400
Capitalized Interest [2]	228,900	75,700	186,900
Total Loan Principal	\$8,088,800	\$5,645,400	\$8,028,200
Term of Issue (Years)	20	20	20
Interest Rate	2.00%	3.00%	2.50%
Assumed Issue Date	April 1, 2023	October 1, 2023	October 1, 2025
Assumed First Payment Date	October 1, 2025	October 1, 2024	October 1, 2027
Annual Debt Service Requirement	\$494,700	\$379,500	\$515,000

[1] Issuance costs calculated as 2.0% of Project Funds plus Capitalized Interest.

[2] Three years of capitalized interest is assumed on the 2023 Clean Water SRF Loan, one year of capitalized interest is assumed on the 2024 Drinking Water SRF Loan, and two years of capitalized interest is assumed on the 2026 Clean Water SRF Loan. Capitalized interest delays the date of the first debt service payment.

- An important component of the evaluation of the utility system is the resulting liquidity and cash reserve balance of the utility. Available operating reserves represent the cash that is considered unrestricted and available to meet day-to-day funding needs as well as to be able to provide funds to meet any unexpected emergencies requiring immediate financial resources. Based on prudent utility business principles and discussions with City staff, the equivalent of six months (180 days) of operation and maintenance expenses is targeted as the minimum levels of unrestricted utility operating reserves to be maintained during the Forecast Period. As shown on the table below, the unrestricted utility operating reserves are slightly below the minimum target balance by the end of the Forecast Period. The water and sewer capacity fee fund fluctuates throughout the six-year period as they are being increased by new growth paying capacity fees and decreased as it is being used to fund certain growth-related CIP projects.

Table 11: Projected Fund Balances

Description [1]	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Utility Operating Reserve [2]	\$4,532,079	\$4,169,260	\$3,722,141	\$3,618,323	\$4,265,419	\$4,250,914
<i>Minimum Target Balance (6 months O&M)</i>	<i>\$4,044,100</i>	<i>\$4,000,600</i>	<i>\$3,912,300</i>	<i>\$4,040,700</i>	<i>\$4,172,900</i>	<i>\$4,310,300</i>
Water & Sewer Utility Capacity Fees [3]	\$1,989,655	\$2,413,555	\$983,455	\$1,664,855	\$2,357,655	\$3,085,855

[1] Detailed utility fund balance projections provided on Exhibit 13.

[2] Amounts represent balance at the end of each fiscal year and include revenues from projected rate increases discussed further below.

[3] Amounts represent balance at the end of each fiscal year.

- The City collects other operating revenues from miscellaneous charges for specific customer services such as reclaimed water charges, scrap sales, and other miscellaneous revenues. These miscellaneous revenues are available to reduce the amount of revenue requirements needed to be collected from the monthly water and sewer user rates. The miscellaneous revenues are projected to remain constant at the FY 2023 budget level for the remainder of the Forecast Period. Interest income is also recognized as an available revenue source to fund utility expenditures. These miscellaneous utility revenues are provided in the FY 2023 budget and are projected to remain at the 2023 budget level for the remainder of the Forecast Period.
- Capacity fees are a one-time charge to new development for growth-related capital investment. The residential water capacity fee is currently \$1,140 and the residential sewer capacity fee is \$2,400. Revenue from capacity fees is typically used to directly fund capital expansion related to growth or to fund the debt

service for growth-related capital projects. Based on the customer forecast outlined in Section 2 of this report, the collection of water and sewer capacity fees during the Forecast Period is anticipated to average approximately \$783,000 per year. Since such revenues are not recurring, the utility system should not be too reliant on these fees to meet its capital expansion costs.

Revenue Requirements Summary

The projected net revenue requirements for the water system during the Forecast Period, less miscellaneous revenues, are summarized on the following table.

Table 12: Projected Water Net Revenue Requirements

Description [1]	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Operating Expenses	\$3,374,100	\$3,539,000	\$3,400,000	\$3,511,600	\$3,626,400	\$3,745,600
Debt Service	427,990	427,990	807,490	807,490	379,500	379,500
Capital from Rates	1,213,000	927,000	1,108,700	973,900	1,164,600	1,250,700
Gross Revenue Requirements	\$5,015,090	\$4,893,990	\$5,316,190	\$5,292,990	\$5,170,500	\$5,375,800
Less: Miscellaneous Revenues	27,120	27,120	27,120	27,120	27,120	27,120
Net Revenue Requirements	\$4,987,970	\$4,866,870	\$5,289,070	\$5,265,870	\$5,143,380	\$5,348,680

[1] The projected revenue requirements for the water system over the Forecast Period is detailed on Exhibit 10 at the end of this report.

As can be seen on the table above, the water net revenue requirements fluctuate throughout the Forecast Period. Operating expenses are increasing primarily due to inflationary pressures and additional staffing. Existing annual debt service requirements allocated to the water system are reduced after FY 2026 with the maturity of the Series 2016 Lease. The remaining debt service is related to the projection of new debt from the 2024 Drinking Water SRF Loan. Water pay-as-you-go for capital improvements (i.e., Capital from Rates) depend on the timing and costs of the CIP.

The projected net revenue requirements for the sewer system, net of miscellaneous revenue sources, are summarized on the table below:

Table 13: Projected Sewer Net Revenue Requirements

Description [1]	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Operating Expenses	\$4,714,100	\$4,462,100	\$4,424,600	\$4,569,700	\$4,719,400	\$4,874,900
Debt Service	1,871,628	1,871,628	1,871,628	2,366,328	2,056,404	2,571,404
Capital from Rates	1,295,000	1,488,500	1,499,300	1,347,200	1,386,500	1,421,200
Gross Revenue Requirements	\$7,880,728	\$7,822,228	\$7,795,528	\$8,283,228	\$8,162,304	\$8,867,504
Less: Miscellaneous Revenues	66,095	66,080	66,080	66,080	66,080	66,080
Net Revenue Requirements	\$7,814,633	\$7,756,148	\$7,729,448	\$8,217,148	\$8,096,224	\$8,801,424

[1] The projected revenue requirements for the sewer system over the Forecast Period is detailed on Exhibit 11 at the end of this report.

In similar context to the operating expenses for the water system, the sewer system is also anticipated to experience cost escalations due to inflationary pressures. The decrease shown in FY 2024 is primarily due to the reduction in professional services costs within the Sewer Division. Annual debt service on the sewer system includes both existing and projected new debt. Sewer pay-as-you-go for capital improvements (i.e., Capital from Rates) depend on the timing and costs of the CIP.

Sufficiency of Existing Utility Rate Revenues

As shown in the table below, the projected revenues from existing water rates calculated in Section 2 above are compared to the water net revenue requirements outlined on Table 12. Under existing water rate levels, the revenues

generated are anticipated to not meet the net revenue requirements throughout the Forecast Period. As a result of the deficiencies, water rate adjustments are projected as shown later in this section.

Table 14: Water Revenue Sufficiency Forecast at Existing Rates

Description	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Rate Revenue from Existing Rates [1]	\$4,248,400	\$4,310,700	\$4,372,400	\$4,435,900	\$4,499,400	\$4,565,100
Net Revenue Requirements [2]	4,987,970	4,866,870	5,289,070	5,265,870	5,143,380	5,348,680
Surplus/(Deficiency)	(\$739,570)	(\$556,170)	(\$916,670)	(\$829,970)	(\$643,980)	(\$783,580)

[1] Obtained from Table 7.

[2] Obtained from Table 12.

The existing sewer rates are also forecast to be deficient for the majority of the Forecast Period. The annual deficiency ranges from approximately \$13,000 to over \$600,000 during the forecast. As a result of these deficiencies, sewer rate adjustments are projected as shown in Table 16 below.

Table 15: Sewer Revenue Sufficiency Forecast at Existing Rates

Description	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Rate Revenue from Existing Rates [1]	\$7,649,800	\$7,742,400	\$7,835,000	\$7,927,700	\$8,020,200	\$8,118,000
Net Revenue Requirements [2]	7,814,633	7,756,148	7,729,448	8,217,148	8,096,224	8,801,424
Surplus/(Deficiency)	(\$164,833)	(\$13,748)	\$105,552	(\$289,448)	(\$76,024)	(\$683,424)

[1] Obtained from Table 8.

[2] Obtained from Table 13.

Sufficiency of Projected Utility Rate Revenues

As previously discussed, the existing rates will not be sufficient to support the net revenue requirements forecast. Additionally, if the rates are not sufficient to support the net revenue requirements, then the fund balances and funding available to complete the CIP will not be sufficient. Based on conversations with staff, consumer price index (CPI) level adjustments are being considered for the monthly water and sewer rates. The table below illustrates the projected CPI percentages that are based on data provided in *The Budget and Economic Outlook: 2023 to 2033* report published by the Congressional Budget Office:

Table 16: Annual Rate Adjustments

Fiscal Year	Water [1]	Sewer [1]
2023	0.0%	0.0%
2024	3.0%	3.0%
2025	2.5%	2.5%
2026	2.5%	2.5%
2027	2.5%	2.5%
2028	2.5%	2.5%

[1] Overall rate revenues to increase by percentages shown above.

Assuming the rate adjustments as shown on Table 16 are implemented beginning October 1, 2023, and then each ensuing October 1, the following tables provide an illustration of the projected revenue sufficiency for each of the utility systems over the Forecast Period.

Table 17: Water Revenue Sufficiency Forecast under Projected Rate Adjustments

Description [1]	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Rate Revenue from Projected Rates	\$4,248,400	\$4,440,000	\$4,616,200	\$4,800,300	\$4,990,700	\$5,190,200
Net Revenue Requirements	4,987,970	4,866,870	5,289,070	5,265,870	5,143,380	5,348,680
Surplus/(Deficiency)	(\$739,570)	(\$426,870)	(\$672,870)	(\$465,570)	(\$152,680)	(\$158,480)

[1] The detailed projected revenue sufficiency for the water system over the Forecast Period can be found in Exhibit 10.

Table 18: Sewer Revenue Sufficiency Forecast under Projected Rate Adjustments

Description [1]	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Rate Revenue from Projected Rates	\$7,649,800	\$7,974,700	\$8,271,900	\$8,578,900	\$8,896,000	\$9,229,600
Net Revenue Requirements	7,814,633	7,756,148	7,729,448	8,217,148	8,096,224	8,801,424
Surplus/(Deficiency)	(\$164,833)	\$218,552	\$542,452	\$361,752	\$799,776	\$428,176

[1] The detailed projected revenue sufficiency for the sewer system over the Forecast Period can be found in Exhibit 11.

Debt Service Coverage

Financial indicators are useful tools and metrics that can be used by a utility system to evaluate operational performance, monitor trends, and can provide staff and management with decision-making tools. Many cash flow and liquidity ratios are generally used by bond rating agencies when evaluating a utility for a bond rating. It should be stressed that financial indicators do not tell the whole story when it comes to utility operations and performance but provide specific data points to be used in conjunction with many other factors. When reviewing utility statistics, it is prudent to also consider the age of a utility's assets, the major capital needs of the system, the stability of rate revenues, etc. The section below provides a brief discussion on the appropriate debt service coverage ratios required along with a review of the debt service coverage levels achieved during the Forecast Period.

Debt service coverage is a key financial indicator and a minimum ratio that is typically required as a covenant established with the issuance of utility debt. Most utilities have some form of borrowed money that they are required to repay at an agreed upon interest rate. To ensure that a system can handle the repayment amount with interest and continue to operate normally, a loan issuer will establish a coverage ratio whereby net revenue divided by annual debt service requirements will yield a number higher than 1.00 (usually ranging from 1.15 to 1.25). The minimum annual debt service coverage requirement set forth in the City's Clean Water SRF Loan agreements is 1.15x. As shown on the table below, and detailed on Exhibit 12, under the projected rate increases and the issuance of new debt outlined earlier in this section, the projected debt service coverages exceed the minimum requirement each year of the Forecast Period.

Table 19: Projected Debt Service Coverage

Description [1]	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Net Revenue	\$3,903,215	\$4,506,800	\$5,156,700	\$5,391,100	\$5,634,100	\$5,892,500
Capacity Fees	1,283,400	671,400	671,400	671,400	682,800	718,200
Available for Debt Service	\$5,186,615	\$5,178,200	\$5,828,100	\$6,062,500	\$6,316,900	\$6,610,700
Debt Service Requirement	\$1,561,704	\$1,561,704	\$1,941,204	\$2,435,904	\$2,435,904	\$2,950,904
Coverage Ratio Achieved (Min. Required = 1.15x)	3.32	3.32	3.00	2.49	2.59	2.24

[1] The detailed projected debt service coverage for the utility system over the Forecast Period can be found in Exhibit 12.

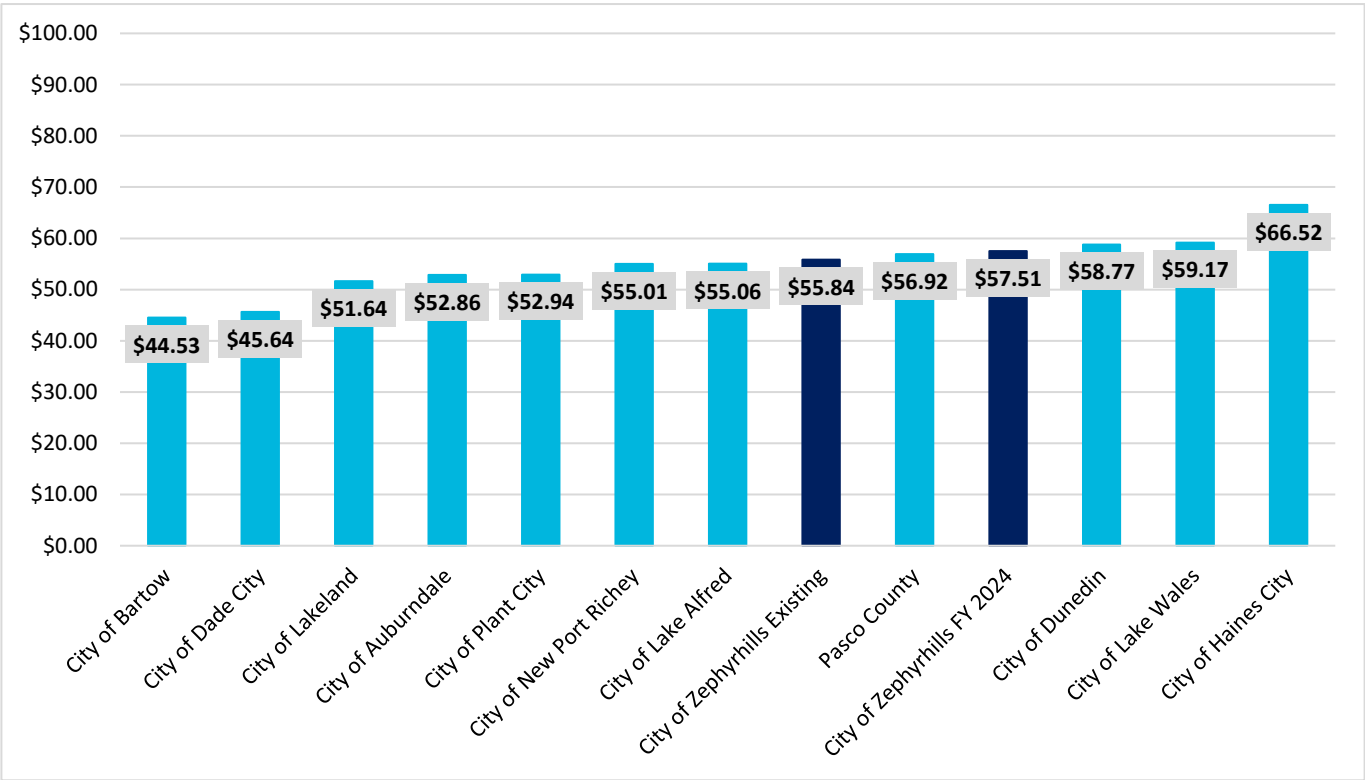
Comparison to Other Local Utilities

A common analysis reviewed by utility providers is how their rates compare to those of other neighboring utilities. The following figure compares the City’s existing and proposed FY 2024 water and sewer bill to that of other local utility providers. When making comparisons of rates between different utilities, several factors may influence the rate levels being charged. These factors include but are not limited to:

- Size of customer base or overall economies of scale with other utility services;
- Level of treatment and effluent disposal methods;
- Plant age, capacity utilization, grant and other outside funding sources;
- General fund and administrative fee transfers to municipal or County governments;
- Bond covenants and funding requirements of the rates; and
- Specific rate structure attributes for each customer class and usage level.

Since the inside City 3/4-inch single family residential customer class represents a majority of the City’s customer base, the comparison below will focus on this class. At 3,000 gallons of consumption, the City’s water and sewer bills for this customer class are slightly above the average of the other local communities’ bill of \$54.46. Under the proposed FY 2024 rates, the customer will see an increase of \$1.67 from \$55.84 to \$57.51.

Figure 1: 3/4-Inch Inside City Single Family Residential Water & Sewer Rate Comparison (3,000 Gallons)



EXHIBITS

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Water Customer Projections

Description	Estimated	Growth	Projected Fiscal Year					
	2022	Scenario	2023	2024	2025	2026	2027	2028
Single Family Residential (Inside City)								
Customer Growth		Normal	290	150	150	150	160	160
ERU Growth			290	150	150	160	160	160
Average Monthly Customers	7,147		7,437	7,587	7,737	7,887	8,047	8,207
Average Monthly ERUs	7,177		7,467	7,617	7,767	7,927	8,087	8,247
Annual Metered Gallons (000s)	253,332		263,570	268,860	274,160	279,810	285,450	291,100
Average Metered per Unit	2.9	Normal	2.9	2.9	2.9	2.9	2.9	2.9
Single Family Residential (Outside City)								
Customer Growth		Normal	120	60	60	60	60	70
ERU Growth			120	60	60	60	60	70
Average Monthly Customers	2,902		3,022	3,082	3,142	3,202	3,262	3,332
Average Monthly ERUs	2,910		3,030	3,090	3,150	3,210	3,270	3,340
Annual Metered Gallons (000s)	99,984		104,110	106,170	108,230	110,290	112,350	114,760
Average Metered per Unit	2.9	Normal	2.9	2.9	2.9	2.9	2.9	2.9
Master Metered Residential (Inside City)								
Customer Growth		No Growth	0	0	0	0	0	0
Unit Growth			0	0	0	0	0	0
Average Monthly Customers	41		41	41	41	41	41	41
Average Monthly Units	1,787		1,787	1,787	1,787	1,787	1,787	1,787
Annual Metered Gallons (000s)	62,399		62,400	62,400	62,400	62,400	62,400	62,400
Average Metered per Unit	2.9	Normal	2.9	2.9	2.9	2.9	2.9	2.9
Master Metered Residential (Outside City)								
Customer Growth		No Growth	0	0	0	0	0	0
Unit Growth			0	0	0	0	0	0
Average Monthly Customers	18		18	18	18	18	18	18
Average Monthly Units	498		498	498	498	498	498	498
Annual Metered Gallons (000s)	12,620		12,620	12,620	12,620	12,620	12,620	12,620
Average Metered per Unit	2.1	Normal	2.1	2.1	2.1	2.1	2.1	2.1
Commercial (Inside City)								
Customer Growth		No Growth	0	0	0	0	0	0
ERU Growth			0	0	0	0	0	0
Average Monthly Customers	811		811	811	811	811	811	811
Average Monthly ERUs	2,002		2,002	2,002	2,002	2,002	2,002	2,002
Annual Metered Gallons (000s)	248,338		248,340	248,340	248,340	248,340	248,340	248,340
Average Metered per Unit	10.3	Normal	10.3	10.3	10.3	10.3	10.3	10.3
Commercial (Outside City)								
Customer Growth		No Growth	0	0	0	0	0	0
ERU Growth			0	0	0	0	0	0
Average Monthly Customers	61		61	61	61	61	61	61
Average Monthly ERUs	159		159	159	159	159	159	159
Annual Metered Gallons (000s)	11,433		11,430	11,430	11,430	11,430	11,430	11,430
Average Metered per Unit	6.0	Normal	6.0	6.0	6.0	6.0	6.0	6.0
Subtotal Inside City Excluding Irrigation								
Customer Growth			290	150	150	150	160	160
Unit Growth			290	150	150	160	160	160
Average Monthly Customers	7,999		8,289	8,439	8,589	8,739	8,899	9,059
Average Monthly Units	10,966		11,256	11,406	11,556	11,716	11,876	12,036
Annual Metered Gallons (000s)	564,069		574,310	579,600	584,900	590,550	596,190	601,840
Average Metered per Unit	4.3		4.3	4.2	4.2	4.2	4.2	4.2

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Water Customer Projections

	Estimated	Growth	Projected Fiscal Year					
Description	2022	Scenario	2023	2024	2025	2026	2027	2028
Subtotal Outside City Excluding Irrigation								
Customer Growth			120	60	60	60	60	70
Unit Growth			120	60	60	60	60	70
Average Monthly Customers	2,981		3,101	3,161	3,221	3,281	3,341	3,411
Average Monthly Units	3,567		3,687	3,747	3,807	3,867	3,927	3,997
Annual Metered Gallons (000s)	124,037		128,160	130,220	132,280	134,340	136,400	138,810
Average Metered per Unit	2.9		2.9	2.9	2.9	2.9	2.9	2.9
Irrigation (Inside City)								
Customer Growth		Normal	70	40	40	40	40	40
ERU Growth			90	50	50	50	50	50
Average Monthly Customers	1,737		1,807	1,847	1,887	1,927	1,967	2,007
Average Monthly ERUs	2,178		2,268	2,318	2,368	2,418	2,468	2,518
Annual Metered Gallons (000s)	131,857		137,310	140,330	143,360	146,390	149,410	152,440
Average Metered per Unit	5.0	Normal	5.0	5.0	5.0	5.0	5.0	5.0
Irrigation (Outside City)								
Customer Growth		No Growth	0	0	0	0	0	0
ERU Growth			0	0	0	0	0	0
Average Monthly Customers	158		158	158	158	158	158	158
Average Monthly ERUs	180		180	180	180	180	180	180
Annual Metered Gallons (000s)	3,268		3,270	3,270	3,270	3,270	3,270	3,270
Average Metered per Unit	1.5	Normal	1.5	1.5	1.5	1.5	1.5	1.5
Total Water System								
Customer Growth			480	250	250	250	260	270
Unit Growth			500	260	260	270	270	280
Average Monthly Customers	12,875		13,355	13,605	13,855	14,105	14,365	14,635
Average Monthly Units	16,891		17,391	17,651	17,911	18,181	18,451	18,731
Annual Metered Gallons (000s)	823,231		843,050	853,420	863,810	874,550	885,270	896,360
Average Metered per Unit	4.1		4.0	4.0	4.0	4.0	4.0	4.0
Water Production								
Annual Water Production Gallons (000s)	880,347		902,000	913,000	924,000	935,000	947,000	959,000
Millions of Gallons per day (MGD)	2.412		2.471	2.501	2.532	2.562	2.595	2.627
Unbilled Annual Gallons (000s)	57,116		58,950	59,580	60,190	60,450	61,730	62,640
Unbilled Water Percentage	6.49%	Normal	6.49%	6.49%	6.49%	6.49%	6.49%	6.49%

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Sewer Customer Projections

Description	Estimated	Growth	Projected Fiscal Year					
	2022	Scenario	2023	2024	2025	2026	2027	2028
Single Family Residential (Inside City)								
Customer Growth		Normal	280	150	150	150	150	160
ERU Growth			280	150	150	150	150	160
Average Monthly Customers	6,991		7,271	7,421	7,571	7,721	7,871	8,031
Average Monthly ERUs	6,999		7,279	7,429	7,579	7,729	7,879	8,039
Annual Metered Gallons (000s)	246,574		256,440	261,720	267,010	272,290	277,580	283,210
Average Metered per Unit	2.9	Normal	2.9	2.9	2.9	2.9	2.9	2.9
Single Family Residential (Outside City)								
Customer Growth		Normal	60	30	30	30	30	30
ERU Growth			60	30	30	30	30	30
Average Monthly Customers	1,450		1,510	1,540	1,570	1,600	1,630	1,660
Average Monthly ERUs	1,454		1,514	1,544	1,574	1,604	1,634	1,664
Annual Metered Gallons (000s)	39,877		41,520	42,350	43,170	43,990	44,810	45,640
Average Metered per Unit	2.3	Normal	2.3	2.3	2.3	2.3	2.3	2.3
Master Metered Residential (Inside City)								
Customer Growth		No Growth	0	0	0	0	0	0
Unit Growth			0	0	0	0	0	0
Average Monthly Customers	40		40	40	40	40	40	40
Average Monthly Units	1,964		1,964	1,964	1,964	1,964	1,964	1,964
Annual Metered Gallons (000s)	71,352		71,350	71,350	71,350	71,350	71,350	71,350
Average Metered per Unit	3.0	Normal	3.0	3.0	3.0	3.0	3.0	3.0
Master Metered Residential (Outside City)								
Customer Growth		No Growth	0	0	0	0	0	0
Unit Growth			0	0	0	0	0	0
Average Monthly Customers	3		3	3	3	3	3	3
Average Monthly Units	95		95	95	95	95	95	95
Annual Metered Gallons (000s)	1,580		1,580	1,580	1,580	1,580	1,580	1,580
Average Metered per Unit	1.4	Normal	1.4	1.4	1.4	1.4	1.4	1.4
RV Park (Outside City)								
Customer Growth		No Growth	0	0	0	0	0	0
Unit Growth			0	0	0	0	0	0
Average Monthly Customers	1		1	1	1	1	1	1
Average Monthly Units	358		358	358	358	358	358	358
Annual Metered Gallons (000s)	8,560		8,560	8,560	8,560	8,560	8,560	8,560
Average Metered per Unit	2.0	Normal	2.0	2.0	2.0	2.0	2.0	2.0
Commercial (Inside City)								
Customer Growth		No Growth	0	0	0	0	0	0
ERU Growth			0	0	0	0	0	0
Average Monthly Customers	754		754	754	754	754	754	754
Average Monthly ERUs	1,823		1,823	1,823	1,823	1,823	1,823	1,823
Annual Metered Gallons (000s)	222,316		222,320	222,320	222,320	222,320	222,320	222,320
Average Metered per Unit	10.2	Normal	10.2	10.2	10.2	10.2	10.2	10.2
Commercial (Outside City)								
Customer Growth		No Growth	0	0	0	0	0	0
ERU Growth			0	0	0	0	0	0
Average Monthly Customers	20		20	20	20	20	20	20
Average Monthly ERUs	61		61	61	61	61	61	61
Annual Metered Gallons (000s)	7,086		7,090	7,090	7,090	7,090	7,090	7,090
Average Metered per Unit	9.7	Normal	9.7	9.7	9.7	9.7	9.7	9.7

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Sewer Customer Projections

	Estimated	Growth	Projected Fiscal Year					
Description	2022	Scenario	2023	2024	2025	2026	2027	2028
Subtotal Inside City								
Customer Growth			280	150	150	150	150	160
Unit Growth			280	150	150	150	150	160
Average Monthly Customers	7,785		8,065	8,215	8,365	8,515	8,665	8,825
Average Monthly Units	10,786		11,066	11,216	11,366	11,516	11,666	11,826
Annual Metered Gallons (000s)	540,242		550,110	555,390	560,680	565,960	571,250	576,880
Average Metered per Unit	4.2		4.1	4.1	4.1	4.1	4.1	4.1
Subtotal Outside City								
Customer Growth			60	30	30	30	30	30
Unit Growth			60	30	30	30	30	30
Average Monthly Customers	1,474		1,534	1,564	1,594	1,624	1,654	1,684
Average Monthly Units	1,968		2,028	2,058	2,088	2,118	2,148	2,178
Annual Metered Gallons (000s)	57,103		58,750	59,580	60,400	61,220	62,040	62,870
Average Metered per Unit	2.4		2.4	2.4	2.4	2.4	2.4	2.4
Total Sewer System								
Customer Growth			340	180	180	180	180	190
Unit Growth			340	180	180	180	180	190
Average Monthly Customers	9,259		9,599	9,779	9,959	10,139	10,319	10,509
Average Monthly Units	12,754		13,094	13,274	13,454	13,634	13,814	14,004
Annual Metered Gallons (000s)	597,345		608,860	614,970	621,080	627,180	633,290	639,750
Average Metered per Unit	3.9		3.9	3.9	3.8	3.8	3.8	3.8
Annual Treated Gallons at WRF (000s)	611,740		623,530	629,790	636,050	642,300	648,560	655,180
Million Gallons per Day	1.676		1.708	1.725	1.743	1.760	1.777	1.795

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Projected Water Revenue from Existing Rates

Description	Estimated	Projected Fiscal Year					
	2022	2023	2024	2025	2026	2027	2028
Base Charge Revenue							
Single Family - Inside City	\$490,900	\$510,700	\$521,000	\$531,300	\$542,200	\$553,200	\$564,100
Single Family - Outside City	249,000	259,200	264,400	269,500	274,600	279,800	285,800
Master Metered - Inside City	91,800	91,800	91,800	91,800	91,800	91,800	91,800
Master Metered - Outside City	32,000	32,000	32,000	32,000	32,000	32,000	32,000
Commercial - Inside City	136,900	136,900	136,900	136,900	136,900	136,900	136,900
Commercial - Outside City	13,600	13,600	13,600	13,600	13,600	13,600	13,600
Irrigation - Inside City	149,000	155,100	158,600	162,000	165,400	168,800	172,200
Irrigation - Outside City	15,400	15,400	15,400	15,400	15,400	15,400	15,400
Total Base Charge Revenue	\$1,178,600	\$1,214,700	\$1,233,700	\$1,252,500	\$1,271,900	\$1,291,500	\$1,311,800
Volumetric Revenue							
Block 1							
Single Family - Inside City	\$561,300	\$584,000	\$595,800	\$607,500	\$620,000	\$632,500	\$645,000
Single Family - Outside City	264,300	275,200	280,700	286,100	291,500	296,900	303,300
Master Metered - Inside City	159,100	159,100	159,100	159,100	159,100	159,100	159,100
Master Metered - Outside City	40,300	40,300	40,300	40,300	40,300	40,300	40,300
Commercial - Inside City	715,200	715,200	715,200	715,200	715,200	715,200	715,200
Commercial - Outside City	41,200	41,100	41,100	41,100	41,100	41,100	41,100
Irrigation - Inside City	522,300	543,900	555,900	567,900	580,000	591,900	604,000
Irrigation - Outside City	20,100	20,200	20,200	20,200	20,200	20,200	20,200
Total Block 1	\$2,323,800	\$2,379,000	\$2,408,300	\$2,437,400	\$2,467,400	\$2,497,200	\$2,528,200
Block 2							
Single Family - Inside City	\$102,700	\$106,800	\$109,000	\$111,100	\$113,400	\$115,700	\$118,000
Single Family - Outside City	58,300	60,800	62,000	63,200	64,400	65,600	67,000
Master Metered - Inside City	0	0	0	0	0	0	0
Master Metered - Outside City	0	0	0	0	0	0	0
Commercial - Inside City	0	0	0	0	0	0	0
Commercial - Outside City	0	0	0	0	0	0	0
Irrigation - Inside City	69,000	71,800	73,400	75,000	76,600	78,200	79,800
Irrigation - Outside City	1,200	1,200	1,200	1,200	1,200	1,200	1,200
Total Block 2	\$231,200	\$240,600	\$245,600	\$250,500	\$255,600	\$260,700	\$266,000
Block 3							
Single Family - Inside City	\$22,400	\$23,300	\$23,800	\$24,300	\$24,800	\$25,300	\$25,800
Single Family - Outside City	18,900	19,700	20,100	20,500	20,900	21,300	21,800
Master Metered - Inside City	0	0	0	0	0	0	0
Master Metered - Outside City	0	0	0	0	0	0	0
Commercial - Inside City	0	0	0	0	0	0	0
Commercial - Outside City	0	0	0	0	0	0	0
Irrigation - Inside City	303,900	316,400	323,300	330,300	337,200	344,200	351,100
Irrigation - Outside City	2,900	2,800	2,800	2,800	2,800	2,800	2,800
Total Block 3	\$348,100	\$362,200	\$370,000	\$377,900	\$385,700	\$393,600	\$401,500
Block 4							
Single Family - Inside City	\$9,200	\$9,500	\$9,700	\$9,800	\$10,100	\$10,300	\$10,500
Single Family - Outside City	10,000	10,400	10,600	10,800	11,000	11,200	11,400
Master Metered - Inside City	0	0	0	0	0	0	0
Master Metered - Outside City	0	0	0	0	0	0	0
Commercial - Inside City	0	0	0	0	0	0	0
Commercial - Outside City	0	0	0	0	0	0	0
Irrigation - Inside City	0	0	0	0	0	0	0
Irrigation - Outside City	0	0	0	0	0	0	0
Total Block 4	\$19,200	\$19,900	\$20,300	\$20,600	\$21,100	\$21,500	\$21,900

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Projected Water Revenue from Existing Rates

Description	Estimated	Projected Fiscal Year					
	2022	2023	2024	2025	2026	2027	2028
Block 5							
Single Family - Inside City	\$14,000	\$14,500	\$14,900	\$15,200	\$15,500	\$15,800	\$16,200
Single Family - Outside City	16,800	17,500	17,900	18,300	18,700	19,100	19,500
Master Metered - Inside City	0	0	0	0	0	0	0
Master Metered - Outside City	0	0	0	0	0	0	0
Commercial - Inside City	0	0	0	0	0	0	0
Commercial - Outside City	0	0	0	0	0	0	0
Irrigation - Inside City	0	0	0	0	0	0	0
Irrigation - Outside City	0	0	0	0	0	0	0
Total Block 5	\$30,800	\$32,000	\$32,800	\$33,500	\$34,200	\$34,900	\$35,700
Total Volumetric Revenue by Class							
Single Family - Inside City	\$709,600	\$738,100	\$753,200	\$767,900	\$783,800	\$799,600	\$815,500
Single Family - Outside City	368,300	383,600	391,300	398,900	406,500	414,100	423,000
Master Metered - Inside City	159,100	159,100	159,100	159,100	159,100	159,100	159,100
Master Metered - Outside City	40,300	40,300	40,300	40,300	40,300	40,300	40,300
Commercial - Inside City	715,200	715,200	715,200	715,200	715,200	715,200	715,200
Commercial - Outside City	41,200	41,100	41,100	41,100	41,100	41,100	41,100
Irrigation - Inside City	895,200	932,100	952,600	973,200	993,800	1,014,300	1,034,900
Irrigation - Outside City	24,200	24,200	24,200	24,200	24,200	24,200	24,200
Total Volumetric Revenue	\$2,953,100	\$3,033,700	\$3,077,000	\$3,119,900	\$3,164,000	\$3,207,900	\$3,253,300
Total Water Revenue by Class							
Single Family - Inside City	\$1,200,500	\$1,248,800	\$1,274,200	\$1,299,200	\$1,326,000	\$1,352,800	\$1,379,600
Single Family - Outside City	617,300	642,800	655,700	668,400	681,100	693,900	708,800
Master Metered - Inside City	250,900	250,900	250,900	250,900	250,900	250,900	250,900
Master Metered - Outside City	72,300	72,300	72,300	72,300	72,300	72,300	72,300
Commercial - Inside City	852,100	852,100	852,100	852,100	852,100	852,100	852,100
Commercial - Outside City	54,800	54,700	54,700	54,700	54,700	54,700	54,700
Irrigation - Inside City	1,044,200	1,087,200	1,111,200	1,135,200	1,159,200	1,183,100	1,207,100
Irrigation - Outside City	39,600	39,600	39,600	39,600	39,600	39,600	39,600
Total Water Revenue	\$4,131,700	\$4,248,400	\$4,310,700	\$4,372,400	\$4,435,900	\$4,499,400	\$4,565,100

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Projected Sewer Revenue from Existing Rates

Description	Estimated	Projected Fiscal Year					
	2022	2023	2024	2025	2026	2027	2028
Base Charge Revenue							
Single Family - Inside City	\$1,852,800	\$1,926,900	\$1,966,600	\$2,006,300	\$2,046,000	\$2,085,700	\$2,128,100
Single Family - Outside City	481,200	501,100	511,000	520,900	530,900	540,800	550,700
Master Metered - Inside City	390,100	390,100	390,100	390,100	390,100	390,100	390,100
Master Metered - Outside City	23,600	23,600	23,600	23,600	23,600	23,600	23,600
RV Park - Outside City	59,200	59,200	59,200	59,200	59,200	59,200	59,200
Commercial - Inside City	482,600	482,600	482,600	482,600	482,600	482,600	482,600
Commercial - Outside City	20,200	20,200	20,200	20,200	20,200	20,200	20,200
Total Base Charge Revenue	\$3,309,700	\$3,403,700	\$3,453,300	\$3,502,900	\$3,552,600	\$3,602,200	\$3,654,500
Volumetric Revenue							
Block 1							
Single Family - Inside City	\$1,679,200	\$1,746,400	\$1,782,300	\$1,818,300	\$1,854,300	\$1,890,300	\$1,928,700
Single Family - Outside City	339,400	353,300	360,400	367,400	374,400	381,300	388,400
Master Metered - Inside City	485,900	485,900	485,900	485,900	485,900	485,900	485,900
Master Metered - Outside City	13,400	13,400	13,400	13,400	13,400	13,400	13,400
RV Park - Outside City	72,800	72,800	72,800	72,800	72,800	72,800	72,800
Commercial - Inside City	1,514,000	1,514,000	1,514,000	1,514,000	1,514,000	1,514,000	1,514,000
Commercial - Outside City	60,300	60,300	60,300	60,300	60,300	60,300	60,300
Total Block 1	\$4,165,000	\$4,246,100	\$4,289,100	\$4,332,100	\$4,375,100	\$4,418,000	\$4,463,500
Total Volumetric Revenue by Class							
Single Family - Inside City	\$1,679,200	\$1,746,400	\$1,782,300	\$1,818,300	\$1,854,300	\$1,890,300	\$1,928,700
Single Family - Outside City	339,400	353,300	360,400	367,400	374,400	381,300	388,400
Master Metered - Inside City	485,900	485,900	485,900	485,900	485,900	485,900	485,900
Master Metered - Outside City	13,400	13,400	13,400	13,400	13,400	13,400	13,400
RV Park - Outside City	72,800	72,800	72,800	72,800	72,800	72,800	72,800
Commercial - Inside City	1,514,000	1,514,000	1,514,000	1,514,000	1,514,000	1,514,000	1,514,000
Commercial - Outside City	60,300	60,300	60,300	60,300	60,300	60,300	60,300
Total Volumetric Revenue	\$4,165,000	\$4,246,100	\$4,289,100	\$4,332,100	\$4,375,100	\$4,418,000	\$4,463,500
Total Sewer Revenue by Class							
Single Family - Inside City	\$3,532,000	\$3,673,300	\$3,748,900	\$3,824,600	\$3,900,300	\$3,976,000	\$4,056,800
Single Family - Outside City	820,600	854,400	871,400	888,300	905,300	922,100	939,100
Master Metered - Inside City	876,000	876,000	876,000	876,000	876,000	876,000	876,000
Master Metered - Outside City	37,000	37,000	37,000	37,000	37,000	37,000	37,000
RV Park - Outside City	132,000	132,000	132,000	132,000	132,000	132,000	132,000
Commercial - Inside City	1,996,600	1,996,600	1,996,600	1,996,600	1,996,600	1,996,600	1,996,600
Commercial - Outside City	80,500	80,500	80,500	80,500	80,500	80,500	80,500
Total Sewer Revenue	\$7,474,700	\$7,649,800	\$7,742,400	\$7,835,000	\$7,927,700	\$8,020,200	\$8,118,000

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Miscellaneous Revenue Projections

Description	Actual		Budgeted FY		Adjustments	Adjusted FY	Escalation	Projected FY						% Allocated To Water
	2020	2021	2022	2023		2023		2024	2025	2026	2027	2028	2029	
Water Meter Installation	\$244,368	\$419,918	\$0	\$0	\$0	\$0	Constant	\$0	\$0	\$0	\$0	\$0	\$0	100.0%
Water Connection Fees	0	0	0	0	0	0	Constant	0	0	0	0	0	0	100.0%
Water Extension Charges	0	0	0	0	0	0	Constant	0	0	0	0	0	0	100.0%
Sewer Connection Fees	0	0	0	0	0	0	Constant	0	0	0	0	0	0	0.0%
Sewer Extension Charges	0	0	0	0	0	0	Constant	0	0	0	0	0	0	0.0%
Reclaimed Water Charges	0	0	0	0	20,215	20,215	Constant	20,200	20,200	20,200	20,200	20,200	20,200	0.0%
Outside Services	0	0	0	0	0	0	Constant	0	0	0	0	0	0	50.0%
Interest Income Utility	27,991	9,459	20,000	10,000	0	10,000	Constant	10,000	10,000	10,000	10,000	10,000	10,000	36.0%
Interest Income Wa Conn	0	0	0	0	0	0	Constant	0	0	0	0	0	0	100.0%
Interest Income Sewer Conn	0	0	0	0	0	0	Constant	0	0	0	0	0	0	0.0%
Gain (Loss) On Fixed Assets	14,902	6,615	0	0	0	0	Constant	0	0	0	0	0	0	50.0%
Surplus Property Sales	10,530	12,871	10,000	10,000	(10,000)	0	Constant	0	0	0	0	0	0	50.0%
SCRAP Sales - Utility	5,957	4,462	6,000	6,000	0	6,000	Constant	6,000	6,000	6,000	6,000	6,000	6,000	50.0%
Contributions Fr Priv Sources	0	0	0	0	0	0	Constant	0	0	0	0	0	0	50.0%
Gain (Loss) Sale Of Investment	0	0	0	0	0	0	Constant	0	0	0	0	0	0	50.0%
Miscellaneous Revenue	193,015	63,168	57,000	57,000	0	57,000	Constant	57,000	57,000	57,000	57,000	57,000	57,000	36.0%
State Revolving Fund Proceeds	0	0	314,563	1,224,530	(1,224,530)	0	Constant	0	0	0	0	0	0	50.0%
Nestle Waters Settlement Agmt.	2,132,578	138,000	130,000	0	0	0	Constant	0	0	0	0	0	0	0.0%
Federal-Other Physical Env.	2,620,067	0	4,000,000	0	0	0	Constant	0	0	0	0	0	0	50.0%
Total	\$5,249,408	\$654,493	\$4,537,563	\$1,307,530	(\$1,214,315)	\$93,215		\$93,200	\$93,200	\$93,200	\$93,200	\$93,200	\$93,200	

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Operating Budget

Description	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Adjustments	FY 2023	Allocation Percentage			FY 2023 Allocation Amount	
	Actual	Actual	Actual	Amended Budget	Budget Amount		Adjusted	Method	Water	Sewer	Water	Sewer
Utility Administration												
Personnel Services												
Salaries	\$125,838	\$136,084	\$135,501	\$137,666	\$148,682	\$0	\$148,682	Personnel	45.0%	55.0%	\$66,900	\$81,800
Fica Taxes	7,235	7,207	7,443	8,535	9,218	0	9,218	Personnel	45.0%	55.0%	4,100	5,100
Medicare Taxes	1,692	1,685	1,741	1,996	2,156	0	2,156	Personnel	45.0%	55.0%	1,000	1,200
Retirement Contributions	33,832	37,384	43,282	31,255	36,504	0	36,504	Personnel	45.0%	55.0%	16,400	20,100
Group Health	29,630	31,021	32,652	32,966	33,956	0	33,956	Personnel	45.0%	55.0%	15,300	18,700
Worker's Compensation	0	0	0	7,838	2,415	0	2,415	Personnel	45.0%	55.0%	1,100	1,300
E10 Sub Totals:	\$198,227	\$213,381	\$220,619	\$220,256	\$232,931	\$0	\$232,931				\$104,800	\$128,200
Operating Expenditures												
Professional Services	\$12,569	\$38,289	\$73,904	\$132,431	\$75,000	\$0	\$75,000	Personnel	45.0%	55.0%	\$33,800	\$41,300
Pro. Svcs. - Software & Support	0	0	46,660	90,140	104,339	0	104,339	Personnel	45.0%	55.0%	47,000	57,400
Contractual Services	1,974	1,409	25,078	127,474	120,000	0	120,000	Personnel	45.0%	55.0%	54,000	66,000
Telephone	646	658	690	1,000	1,000	0	1,000	Personnel	45.0%	55.0%	500	600
Freight and Postage Services	152	90	71	200	200	0	200	Personnel	45.0%	55.0%	100	100
Copy Machine Leases	1,200	1,200	1,278	1,200	1,400	0	1,400	Personnel	45.0%	55.0%	600	800
Property and Casualty Insurance	0	0	0	0	19,654	0	19,654	Personnel	45.0%	55.0%	8,800	10,800
Repair & Maint Vehicles	394	281	280	500	500	0	500	Personnel	45.0%	55.0%	200	300
Office Supplies	68	365	489	700	700	0	700	Personnel	45.0%	55.0%	300	400
Operating Supplies	128	857	484	1,000	1,000	0	1,000	Personnel	45.0%	55.0%	500	600
Gas & Oil	1,160	32,034	222	500	500	0	500	Personnel	45.0%	55.0%	200	300
Memberships/Dues	978	523	715	1,000	1,000	0	1,000	Personnel	45.0%	55.0%	500	600
Training	7,101	2,271	2,017	5,000	5,000	0	5,000	Personnel	45.0%	55.0%	2,300	2,800
Depreciation Expense	4,277	4,270	2,135	0	0	0	0	Personnel	45.0%	55.0%	0	0
E20 Sub Totals:	\$30,647	\$82,247	\$154,023	\$361,145	\$330,293	\$0	\$330,293				\$148,800	\$182,000
Capital Outlay												
Machinery and Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	Personnel	45.0%	55.0%	\$0	\$0
E40 Sub Totals:	\$0	\$0	\$0	\$0	\$0	\$0	\$0				\$0	\$0
Debt Service												
Loan Principal/Int Wwtp	\$215,437	\$195,322	\$174,778	\$1,317,076	\$1,427,352	(\$1,427,352)	\$0	Personnel	45.0%	55.0%	\$0	\$0
Loan Suntrust Bond Refinance	0	0	0	0	0	0	0	Personnel	45.0%	55.0%	0	0
Loan Wwtp Expan/Upgde	0	0	0	0	0	0	0	Personnel	45.0%	55.0%	0	0
BB&T Fathom Loan	54,283	98,510	84,816	737,915	737,915	(737,915)	0	Personnel	45.0%	55.0%	0	0
Defer Bond Issue Cost/Loss	0	0	0	0	0	0	0	Personnel	45.0%	55.0%	0	0
Bond Issuance Cost	0	0	0	0	0	0	0	Personnel	45.0%	55.0%	0	0
E50 Sub Totals:	\$269,720	\$293,832	\$259,594	\$2,054,991	\$2,165,267	(\$2,165,267)	\$0				\$0	\$0
Transfers												
Administrative Transfer Gf	\$1,001,200	\$1,037,026	\$1,237,898	\$1,372,755	\$1,203,481	\$0	\$1,203,481	Revenue	36.0%	64.0%	\$433,300	\$770,200
Admin Transfer-GF Special	0	0	0	0	0	0	0	Personnel	45.0%	55.0%	0	0
Adminstrative Transfer Af	176,850	176,850	176,850	234,850	234,850	0	234,850	Equal	50.0%	50.0%	117,400	117,400
Trf To Water Reuse Reserve	0	0	0	0	0	0	0	Personnel	45.0%	55.0%	0	0
Trf To Wa/Sw Connection Fees	0	0	0	0	0	0	0	Personnel	45.0%	55.0%	0	0
PILOT	216,000	0	0	0	0	0	0	Revenue	36.0%	64.0%	0	0
E70 Sub Totals:	\$1,394,050	\$1,213,876	\$1,414,748	\$1,607,605	\$1,438,331	\$0	\$1,438,331				\$550,700	\$887,600
Reserves & Non-Operating Exp												
Undesigned Wwtp Loan Proc	\$0	\$0	\$0	\$0	\$0	\$0	\$0	Equal	50.0%	50.0%	\$0	\$0
Contingency	0	0	0	0	0	0	0	Equal	50.0%	50.0%	0	0
Reserve for Grant Match	0	0	0	0	0	0	0	Equal	50.0%	50.0%	0	0
Reserve Accumulated Hours	0	0	0	0	0	0	0	Personnel	45.0%	55.0%	0	0
Reserve for CBF	0	0	0	0	0	0	0	Equal	50.0%	50.0%	0	0
Reserve-Water Reuse	0	0	0	0	0	0	0	Equal	50.0%	50.0%	0	0
Reserve-Water Connection Fees	0	0	0	0	0	0	0	Equal	50.0%	50.0%	0	0
Reserve-Sewer Connection Fees	0	0	0	0	0	0	0	Equal	50.0%	50.0%	0	0
Reserve-Other Restricted Funds	0	0	0	0	0	0	0	Equal	50.0%	50.0%	0	0
E90 Sub Totals:	\$0	\$0	\$0	\$0	\$0	\$0	\$0				\$0	\$0

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Operating Budget

Description	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Adjustments	FY 2023	Allocation Percentage			FY 2023 Allocation Amount	
	Actual	Actual	Actual	Amended Budget	Budget Amount		Adjusted	Method	Water	Sewer	Water	Sewer
Dept 3000 Sub Totals:	\$1,892,644	\$1,803,336	\$2,048,984	\$4,243,997	\$4,166,822	(\$2,165,267)	\$2,001,555				\$804,300	\$1,197,800
Utility Billing												
Personnel Services												
Salaries	\$128,358	\$158,394	\$169,954	\$193,655	\$186,131	\$0	\$186,131	Accounts	58.0%	42.0%	\$108,000	\$78,200
Overtime	405	306	321	500	500	0	500	Accounts	58.0%	42.0%	300	200
Fica Taxes	7,440	8,906	9,427	12,007	11,540	0	11,540	Accounts	58.0%	42.0%	6,700	4,800
Medicare Taxes	1,740	2,083	2,205	2,808	2,699	0	2,699	Accounts	58.0%	42.0%	1,600	1,100
Retirement Contributions	10,224	13,963	17,267	20,954	21,931	0	21,931	Accounts	58.0%	42.0%	12,700	9,200
Group Health	20,721	34,455	48,656	54,444	44,335	0	44,335	Accounts	58.0%	42.0%	25,700	18,600
Worker's Compensation	0	0	0	668	313	0	313	Accounts	58.0%	42.0%	200	100
E10 Sub Totals:	\$168,888	\$218,107	\$247,830	\$285,036	\$267,449	\$0	\$267,449				\$155,200	\$112,200
Operating Expenditures												
Medical Services	\$65	\$65	\$1,158	\$150	\$300	\$0	\$300	Accounts	58.0%	42.0%	\$200	\$100
Professional Services	5,381	8,081	0	0	10,000	0	10,000	Accounts	58.0%	42.0%	5,800	4,200
Contractual Services	651,758	1,008,762	758,883	750,000	650,000	0	650,000	Accounts	58.0%	42.0%	377,000	273,000
Processing Fees Credit Cards	120,820	108,658	116,622	130,000	135,000	0	135,000	Accounts	58.0%	42.0%	78,300	56,700
Telephone	760	1,708	1,152	1,500	2,500	0	2,500	Accounts	58.0%	42.0%	1,500	1,100
Freight and Postage Services	65	469	847	1,100	90,000	0	90,000	Accounts	58.0%	42.0%	52,200	37,800
Property and Casualty Insurance	0	0	0	0	10,993	0	10,993	Accounts	58.0%	42.0%	6,400	4,600
Copy Machine Leases	1,163	1,392	1,294	1,400	1,320	0	1,320	Accounts	58.0%	42.0%	800	600
Office Supplies	1,842	1,640	600	800	600	0	600	Accounts	58.0%	42.0%	300	300
Operating Supplies	786	654	392	600	600	0	600	Accounts	58.0%	42.0%	300	300
Software	0	0	0	100,000	0	0	0	Accounts	58.0%	42.0%	0	0
Training	0	0	0	1,700	3,000	0	3,000	Accounts	58.0%	42.0%	1,700	1,300
E20 Sub Totals:	\$782,640	\$1,131,429	\$880,948	\$987,250	\$904,313	\$0	\$904,313				\$524,500	\$380,000
Capital Outlay												
Machinery and Equipment	\$0	\$2,419	\$5,174	\$3,000	\$200,000	(\$200,000)	\$0	Accounts	58.0%	42.0%	\$0	\$0
E40 Sub Totals:	\$0	\$2,419	\$5,174	\$3,000	\$200,000	(\$200,000)	\$0				\$0	\$0
Dept 1300 Sub Totals:	\$951,528	\$1,351,955	\$1,133,952	\$1,275,286	\$1,371,762	(\$200,000)	\$1,171,762				\$679,700	\$492,200
Water												
Personnel Services												
Salaries	\$393,969	\$431,249	\$437,549	\$550,917	\$591,299	\$0	\$591,299	Water	100.0%	0.0%	\$591,300	\$0
Overtime	31,648	29,405	34,553	30,000	30,000	0	30,000	Water	100.0%	0.0%	30,000	0
Fica Taxes	26,216	26,727	27,857	34,157	36,661	0	36,661	Water	100.0%	0.0%	36,700	0
Medicare Taxes	6,131	6,251	6,515	7,988	8,574	0	8,574	Water	100.0%	0.0%	8,600	0
Retirement Contributions	138,719	152,963	194,349	58,853	68,791	0	68,791	Water	100.0%	0.0%	68,800	0
Group Health	170,701	190,975	215,464	250,154	232,217	0	232,217	Water	100.0%	0.0%	232,200	0
Worker's Compensation	0	0	0	19,792	20,677	0	20,677	Water	100.0%	0.0%	20,700	0
E10 Sub Totals:	\$767,384	\$837,570	\$916,287	\$951,861	\$988,219	\$0	\$988,219				\$988,300	\$0
Operating Expenditures												
Medical Services	\$262	\$88	\$332	\$200	\$200	\$0	\$200	Water	100.0%	0.0%	\$200	\$0
Laboratory Analysis	7,745	11,905	8,178	10,000	50,000	0	50,000	Water	100.0%	0.0%	50,000	0
Professional Services	69,241	114,906	89,321	165,088	150,000	0	150,000	Water	100.0%	0.0%	150,000	0
Contractual Services	48,162	8,676	52,468	60,000	95,000	0	95,000	Water	100.0%	0.0%	95,000	0
Water Tank Maintenance	22,590	22,590	23,832	30,000	40,000	0	40,000	Water	100.0%	0.0%	40,000	0
Property Tax	0	73	78	0	200	0	200	Water	100.0%	0.0%	200	0
Telephone	11,853	14,239	15,104	20,000	25,000	0	25,000	Water	100.0%	0.0%	25,000	0
Freight and Postage Services	124	158	71	500	500	0	500	Water	100.0%	0.0%	500	0
Electricity	115,407	110,206	118,810	140,000	140,000	0	140,000	Water	100.0%	0.0%	140,000	0
Water & Sewer Expense	152	2,405	1,845	200	200	0	200	Water	100.0%	0.0%	200	0
Refuse Removal	73	0	0	0	0	0	0	Water	100.0%	0.0%	0	0
Leases & Rentals	0	0	0	1,000	1,000	0	1,000	Water	100.0%	0.0%	1,000	0
Copy Machine Leases	269	518	385	500	500	0	500	Water	100.0%	0.0%	500	0
Property and Casualty Insurance	0	0	0	0	40,176	0	40,176	Water	100.0%	0.0%	40,200	0
Repair & Maint-Buildings	7,753	5,971	1,945	4,000	4,000	0	4,000	Water	100.0%	0.0%	4,000	0
Repair & Maint-Equipment	22,303	20,220	5,692	39,761	45,000	0	45,000	Water	100.0%	0.0%	45,000	0
Repair & Maint Vehicles	6,853	15,910	13,190	14,000	18,000	0	18,000	Water	100.0%	0.0%	18,000	0

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Operating Budget

Description	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Adjustments	FY 2023	Allocation Percentage			FY 2023 Allocation Amount	
	Actual	Actual	Actual	Amended Budget	Budget Amount		Adjusted	Method	Water	Sewer	Water	Sewer
Repair & Maint-Water Lines	0	0	0	0	150,000	0	150,000	Water	100.0%	0.0%	150,000	0
Licenses and Permits	103,136	100	450	1,000	2,000	0	2,000	Water	100.0%	0.0%	2,000	0
Office Supplies	441	134	1,640	3,040	3,000	0	3,000	Water	100.0%	0.0%	3,000	0
Operating Supplies	17,652	29,531	34,008	35,000	48,000	0	48,000	Water	100.0%	0.0%	48,000	0
Uniforms	3,725	2,434	2,944	4,000	4,000	0	4,000	Water	100.0%	0.0%	4,000	0
Tools, Small Equipment	4,645	9,438	5,490	8,000	8,000	0	8,000	Water	100.0%	0.0%	8,000	0
Chemicals & Chlorine Gas	20,890	18,262	16,340	20,000	25,000	0	25,000	Water	100.0%	0.0%	25,000	0
Gas & Oil	21,004	22,047	29,498	25,000	35,000	0	35,000	Water	100.0%	0.0%	35,000	0
Memberships/Dues	1,095	1,650	1,695	2,000	2,000	0	2,000	Water	100.0%	0.0%	2,000	0
Training	8,456	6,275	4,071	12,000	15,000	0	15,000	Water	100.0%	0.0%	15,000	0
E20 Sub Totals:	\$493,831	\$417,736	\$427,387	\$595,289	\$901,776	\$0	\$901,776				\$901,800	\$0
Capital Outlay												
Land Acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0	Water	100.0%	0.0%	\$0	\$0
Buildings/Bldg Improvements	0	0	0	350,000	3,000,000	(3,000,000)	0	Water	100.0%	0.0%	0	0
Infrastructure	732,108	183,873	486,147	4,245,149	2,270,000	(2,270,000)	0	Water	100.0%	0.0%	0	0
Machinery and Equipment	78,223	220,136	91,339	133,414	235,000	(235,000)	0	Water	100.0%	0.0%	0	0
Inventory Purchases	200,936	292,443	377,488	354,618	500,000	(500,000)	0	Water	100.0%	0.0%	0	0
E40 Sub Totals:	\$1,011,267	\$696,452	\$954,974	\$5,083,181	\$6,005,000	(\$6,005,000)	\$0				\$0	\$0
Dept 3300 Sub Totals:	\$2,272,482	\$1,951,758	\$2,298,648	\$6,630,331	\$7,894,995	(\$6,005,000)	\$1,889,995				\$1,890,100	\$0
Wastewater												
Personnel Services												
Salaries	\$566,071	\$537,179	\$504,492	\$681,490	\$719,025	\$0	\$719,025	Sewer	0.0%	100.0%	\$0	\$719,000
Overtime	57,606	58,785	80,069	50,000	50,000	0	50,000	Sewer	0.0%	100.0%	0	50,000
Fica Taxes	36,068	32,941	32,597	42,252	44,580	0	44,580	Sewer	0.0%	100.0%	0	44,600
Medicare Taxes	8,435	7,704	7,623	9,882	10,426	0	10,426	Sewer	0.0%	100.0%	0	10,400
Retirement Contributions	150,363	165,681	200,546	64,668	77,458	0	77,458	Sewer	0.0%	100.0%	0	77,500
Group Health	154,229	147,495	170,604	192,878	170,693	0	170,693	Sewer	0.0%	100.0%	0	170,700
Worker's Compensation	0	0	0	35,054	17,445	0	17,445	Sewer	0.0%	100.0%	0	17,400
E10 Sub Totals:	\$972,772	\$949,785	\$995,931	\$1,076,224	\$1,089,627	\$0	\$1,089,627				\$0	\$1,089,600
Operating Expenditures												
Medical Services	\$466	\$239	\$1,899	\$500	\$500	\$0	\$500	Sewer	0.0%	100.0%	\$0	\$500
Professional Services	8,555	15,700	18,425	535,000	500,000	0	500,000	Sewer	0.0%	100.0%	0	500,000
Contractual Services	1,061	462	126	500	500	0	500	Sewer	0.0%	100.0%	0	500
Contractual Hauling	80,968	92,504	85,659	85,000	95,000	0	95,000	Sewer	0.0%	100.0%	0	95,000
Property Tax	127	34	86	0	50	0	50	Sewer	0.0%	100.0%	0	100
Telephone	8,746	11,546	11,391	10,000	12,000	0	12,000	Sewer	0.0%	100.0%	0	12,000
Freight and Postage Services	211	396	335	500	500	0	500	Sewer	0.0%	100.0%	0	500
Electricity	361,004	336,933	348,839	300,000	400,000	0	400,000	Sewer	0.0%	100.0%	0	400,000
Water & Sewer Expense	4,187	4,061	5,035	5,000	12,000	0	12,000	Sewer	0.0%	100.0%	0	12,000
Refuse Removal	3,981	4,249	4,527	5,000	6,000	0	6,000	Sewer	0.0%	100.0%	0	6,000
Copy Machine Leases	231	0	42	0	0	0	0	Sewer	0.0%	100.0%	0	0
Property and Casualty Insurance	0	0	0	0	264,420	0	264,420	Sewer	0.0%	100.0%	0	264,400
Repair & Maint-Buildings	16,324	9,116	5,281	13,000	28,000	0	28,000	Sewer	0.0%	100.0%	0	28,000
Repair & Maint-Equipment	115,085	112,015	73,619	90,000	90,000	0	90,000	Sewer	0.0%	100.0%	0	90,000
Repair & Maint Vehicles	15,678	15,370	13,278	25,000	25,000	0	25,000	Sewer	0.0%	100.0%	0	25,000
Repair & Maint-Infrastructure	0	35,321	73,397	100,000	125,000	0	125,000	Sewer	0.0%	100.0%	0	125,000
Licenses and Permits	1,596	400	929	1,000	1,500	0	1,500	Sewer	0.0%	100.0%	0	1,500
Office Supplies	922	545	961	2,560	1,200	0	1,200	Sewer	0.0%	100.0%	0	1,200
Operating Supplies	26,435	28,540	29,935	30,462	35,000	0	35,000	Sewer	0.0%	100.0%	0	35,000
Uniforms	5,034	2,753	3,633	5,000	5,000	0	5,000	Sewer	0.0%	100.0%	0	5,000
Tools, Small Equipment	3,367	5,806	3,252	6,000	6,000	0	6,000	Sewer	0.0%	100.0%	0	6,000
Chemicals & Chlorine Gas	120,293	146,143	178,520	225,000	250,000	0	250,000	Sewer	0.0%	100.0%	0	250,000
Laboratory Analysis	15,696	18,735	18,431	20,000	25,000	0	25,000	Sewer	0.0%	100.0%	0	25,000
Gas & Oil	20,463	19,956	25,701	25,000	35,000	0	35,000	Sewer	0.0%	100.0%	0	35,000

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Operating Budget

Description	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Adjustments	FY 2023	Allocation Percentage			FY 2023 Allocation Amount	
	Actual	Actual	Actual	Amended Budget	Budget Amount		Adjusted	Method	Water	Sewer	Water	Sewer
Memberships/Dues	1,050	1,620	1,590	1,600	1,800	0	1,800	Sewer	0.0%	100.0%	0	1,800
Training	8,697	5,131	5,651	10,000	15,000	0	15,000	Sewer	0.0%	100.0%	0	15,000
Depreciation Expense	1,584,024	1,611,851	1,998,055	0	0	0	0	Sewer	0.0%	100.0%	0	0
E20 Sub Totals:	\$2,404,201	\$2,479,426	\$2,908,597	\$1,496,122	\$1,934,470	\$0	\$1,934,470				\$0	\$1,934,500
Capital Outlay												
Land Acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0	Sewer	0.0%	100.0%	\$0	\$0
Buildings/Bldg Improvements	0	0	0	0	0	0	0	Sewer	0.0%	100.0%	0	0
Machinery and Equipment	125,126	136,419	347,092	131,153	20,000	(20,000)	0	Sewer	0.0%	100.0%	0	0
Capital Purchases Inventory	10,989	4,550	12,013	23,326	20,000	(20,000)	0	Sewer	0.0%	100.0%	0	0
Infrastructure	3,608,870	2,379,135	6,147,898	10,433,547	13,530,000	(13,530,000)	0	Sewer	0.0%	100.0%	0	0
E40 Sub Totals:	\$3,744,985	\$2,520,104	\$6,507,003	\$10,588,026	\$13,570,000	(\$13,570,000)	\$0				\$0	\$0
Dept 3500 Sub Totals:	\$7,121,958	\$5,949,315	\$10,411,531	\$13,160,372	\$16,594,097	(\$13,570,000)	\$3,024,097				\$0	\$3,024,100
Expense Totals:	\$12,238,612	\$11,056,364	\$15,893,115	\$25,309,986	\$30,027,676	(\$21,940,267)	\$8,087,409				\$3,374,100	\$4,714,100

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Water Operating Budget Projections

Description	Adjusted FY	Escalation	Fiscal Year Ending September 30,				
	2023	Factor	2024	2025	2026	2027	2028
Utility Administration							
Personnel Services							
Salaries	\$66,900	Labor	\$69,000	\$71,100	\$73,300	\$75,500	\$77,800
Fica Taxes	4,100	Labor	4,300	4,500	4,700	4,900	5,100
Medicare Taxes	1,000	Labor	1,100	1,200	1,300	1,400	1,500
Retirement Contributions	16,400	Labor	16,900	17,500	18,100	18,700	19,300
Group Health	15,300	Ins-Health	16,100	17,000	17,900	18,800	19,800
Worker's Compensation	1,100	Labor	1,200	1,300	1,400	1,500	1,600
E10 Sub Totals:	\$104,800		\$108,600	\$112,600	\$116,700	\$120,800	\$125,100
Operating Expenditures							
Professional Services	\$33,800	Inflation	\$34,900	\$35,800	\$36,700	\$37,700	\$38,700
Pro. Svcs. - Software & Support	47,000	Inflation	48,500	49,800	51,100	52,400	53,800
Contractual Services	54,000	Inflation	55,700	57,100	58,600	60,100	61,700
Telephone	500	Inflation	600	700	800	900	1,000
Freight and Postage Services	100	Inflation	200	300	400	500	600
Copy Machine Leases	600	Inflation	700	800	900	1,000	1,100
Property and Casualty Insurance	8,800	Inflation	9,100	9,400	9,700	10,000	10,300
Repair & Maint Vehicles	200	Maintenance	300	400	500	600	700
Office Supplies	300	Inflation	400	500	600	700	800
Operating Supplies	500	Inflation	600	700	800	900	1,000
Gas & Oil	200	Inflation	300	400	500	600	700
Memberships/Dues	500	Inflation	600	700	800	900	1,000
Training	2,300	Inflation	2,400	2,500	2,600	2,700	2,800
Depreciation Expense	0	Inflation	0	0	0	0	0
E20 Sub Totals:	\$148,800		\$154,300	\$159,100	\$164,000	\$169,000	\$174,200
Capital Outlay							
Machinery and Equipment	\$0	Inflation	\$0	\$0	\$0	\$0	\$0
E40 Sub Totals:	\$0		\$0	\$0	\$0	\$0	\$0
Debt Service							
Loan Principal/Int Wwtp	\$0	N/A	\$0	\$0	\$0	\$0	\$0
Loan Suntrust Bond Refinance	0	N/A	0	0	0	0	0
Loan Wwtp Expan/Upgde	0	N/A	0	0	0	0	0
BB&T Fathom Loan	0	N/A	0	0	0	0	0
Defer Bond Issue Cost/Loss	0	N/A	0	0	0	0	0
Bond Issuance Cost	0	N/A	0	0	0	0	0
E50 Sub Totals:	\$0		\$0	\$0	\$0	\$0	\$0
Transfers							
Administrative Transfer Gf	\$433,300	Input	\$444,000	\$461,700	\$480,100	\$499,100	\$519,100
Admin Transfer-GF Special	0	Inflation	0	0	0	0	0
Adminstrative Transfer Af	117,400	Inflation	121,000	124,100	127,300	130,500	133,800
Trf To Water Reuse Reserve	0	Inflation	0	0	0	0	0
Trf To Wa/Sw Connection Fees	0	Inflation	0	0	0	0	0
PILOT	0	Inflation	0	0	0	0	0
E70 Sub Totals:	\$550,700		\$565,000	\$585,800	\$607,400	\$629,600	\$652,900
Reserves & Non-Operating Exp							
Undesigned Wwtp Loan Proc	\$0	N/A	\$0	\$0	\$0	\$0	\$0
Contingency	0	N/A	0	0	0	0	0
Reserve for Grant Match	0	N/A	0	0	0	0	0
Reserve Accumulated Hours	0	N/A	0	0	0	0	0
Reserve for CBF	0	N/A	0	0	0	0	0
Reserve-Water Reuse	0	N/A	0	0	0	0	0
Reserve-Water Connection Fees	0	N/A	0	0	0	0	0
Reserve-Sewer Connection Fees	0	N/A	0	0	0	0	0

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Water Operating Budget Projections

Description	Adjusted FY	Escalation	Fiscal Year Ending September 30,				
	2023	Factor	2024	2025	2026	2027	2028
Reserve-Other Restricted Funds	0	N/A	0	0	0	0	0
E90 Sub Totals:	\$0		\$0	\$0	\$0	\$0	\$0
Dept 3000 Sub Totals:	\$804,300		\$827,900	\$857,500	\$888,100	\$919,400	\$952,200
Utility Billing							
Personnel Services							
Salaries	\$108,000	Labor	\$111,300	\$114,700	\$118,200	\$121,800	\$125,500
Overtime	300	Labor	400	500	600	700	800
Additional Personnel	0	Input	0	0	0	0	0
Fica Taxes	6,700	Labor	7,000	7,300	7,600	7,900	8,200
Medicare Taxes	1,600	Labor	1,700	1,800	1,900	2,000	2,100
Retirement Contributions	12,700	Labor	13,100	13,500	14,000	14,500	15,000
Group Health	25,700	Ins-Health	27,000	28,400	29,900	31,400	33,000
Worker's Compensation	200	Labor	300	400	500	600	700
E10 Sub Totals:	\$155,200		\$160,800	\$166,600	\$172,700	\$178,900	\$185,300
Operating Expenditures							
Medical Services	\$200	Inflation	\$300	\$400	\$500	\$600	\$700
Professional Services	5,800	Inflation	6,000	6,200	6,400	6,600	6,800
Contractual Services	377,000	Inflation	388,400	145,000	148,700	152,500	156,400
Processing Fees Credit Cards	78,300	Inflation	80,700	82,800	84,900	87,100	89,300
Telephone	1,500	Inflation	1,600	1,700	1,800	1,900	2,000
Freight and Postage Services	52,200	Constant	52,200	52,200	52,200	52,200	52,200
Property and Casualty Insurance	6,400	Inflation	6,600	6,800	7,000	7,200	7,400
Copy Machine Leases	800	Inflation	900	1,000	1,100	1,200	1,300
Office Supplies	300	Inflation	400	500	600	700	800
Operating Supplies	300	Inflation	400	500	600	700	800
Software	0	Inflation	0	0	0	0	0
Training	1,700	Inflation	1,800	1,900	2,000	2,100	2,200
E20 Sub Totals:	\$524,500		\$539,300	\$299,000	\$305,800	\$312,800	\$319,900
Capital Outlay							
Machinery and Equipment	\$0	Inflation	\$0	\$0	\$0	\$0	\$0
E40 Sub Totals:	\$0		\$0	\$0	\$0	\$0	\$0
Dept 1300 Sub Totals:	\$679,700		\$700,100	\$465,600	\$478,500	\$491,700	\$505,200
Water							
Personnel Services							
Salaries	\$591,300	Labor	\$609,100	\$627,400	\$646,300	\$665,700	\$685,700
Additional Personnel	0	Input	55,700	57,400	59,200	61,000	62,900
Overtime	30,000	Labor	30,900	31,900	32,900	33,900	35,000
Fica Taxes	36,700	Labor	37,900	39,100	40,300	41,600	42,900
Medicare Taxes	8,600	Labor	8,900	9,200	9,500	9,800	10,100
Retirement Contributions	68,800	Labor	70,900	73,100	75,300	77,600	80,000
Group Health	232,200	Ins-Health	243,900	256,100	269,000	282,500	296,700
Worker's Compensation	20,700	Labor	21,400	22,100	22,800	23,500	24,300
E10 Sub Totals:	\$988,300		\$1,078,700	\$1,116,300	\$1,155,300	\$1,195,600	\$1,237,600
Operating Expenditures							
Medical Services	\$200	Inflation	\$300	\$400	\$500	\$600	\$700
Laboratory Analysis	50,000	Inflation	51,500	52,800	54,200	55,600	57,000
Professional Services	150,000	Inflation	154,500	158,400	162,400	166,500	170,700
Contractual Services	95,000	Inflation	97,900	100,400	103,000	105,600	108,300
Water Tank Maintenance	40,000	Maintenance	41,200	42,500	43,800	45,200	46,600
Property Tax	200	Inflation	300	400	500	600	700
Telephone	25,000	Inflation	25,800	26,500	27,200	27,900	28,600
Freight and Postage Services	500	Inflation	600	700	800	900	1,000

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Water Operating Budget Projections

Description	Adjusted FY	Escalation	Fiscal Year Ending September 30,				
	2023	Factor	2024	2025	2026	2027	2028
Electricity	140,000	W Prod	146,000	151,500	157,200	163,200	169,400
Water & Sewer Expense	200	Inflation	300	400	500	600	700
Refuse Removal	0	Inflation	0	0	0	0	0
Leases & Rentals	1,000	Inflation	1,100	1,200	1,300	1,400	1,500
Copy Machine Leases	500	Inflation	600	700	800	900	1,000
Property and Casualty Insurance	40,200	Inflation	41,500	42,600	43,700	44,800	46,000
Repair & Maint-Buildings	4,000	Maintenance	4,200	4,400	4,600	4,800	5,000
Repair & Maint-Equipment	45,000	Maintenance	46,400	47,800	49,300	50,800	52,400
Repair & Maint Vehicles	18,000	Maintenance	18,600	19,200	19,800	20,400	21,100
Repair & Maint-Water Lines	150,000	Maintenance	154,500	159,200	164,000	169,000	174,100
Licenses and Permits	2,000	Inflation	2,100	2,200	2,300	2,400	2,500
Office Supplies	3,000	Inflation	3,100	3,200	3,300	3,400	3,500
Operating Supplies	48,000	Inflation	49,500	50,800	52,100	53,500	54,900
Uniforms	4,000	Inflation	4,200	4,400	4,600	4,800	5,000
Tools, Small Equipment	8,000	Inflation	8,300	8,600	8,900	9,200	9,500
Chemicals & Chlorine Gas	25,000	W Prod	26,100	27,100	28,200	29,300	30,500
Gas & Oil	35,000	Inflation	36,100	37,100	38,100	39,100	40,100
Memberships/Dues	2,000	Inflation	2,100	2,200	2,300	2,400	2,500
Training	15,000	Inflation	15,500	15,900	16,300	16,800	17,300
E20 Sub Totals:	\$901,800		\$932,300	\$960,600	\$989,700	\$1,019,700	\$1,050,600
Capital Outlay							
Land Acquisition	\$0	N/A	\$0	\$0	\$0	\$0	\$0
Buildings/Bldg Improvements	0	N/A	0	0	0	0	0
Infrastructure	0	N/A	0	0	0	0	0
Machinery and Equipment	0	N/A	0	0	0	0	0
Inventory Purchases	0	N/A	0	0	0	0	0
E40 Sub Totals:	\$0		\$0	\$0	\$0	\$0	\$0
Dept 3300 Sub Totals:	\$1,890,100		\$2,011,000	\$2,076,900	\$2,145,000	\$2,215,300	\$2,288,200
Wastewater							
Personnel Services							
Salaries	\$0	Labor	\$0	\$0	\$0	\$0	\$0
Overtime	0	Labor	0	0	0	0	0
Fica Taxes	0	Labor	0	0	0	0	0
Medicare Taxes	0	Labor	0	0	0	0	0
Retirement Contributions	0	Labor	0	0	0	0	0
Group Health	0	Ins-Health	0	0	0	0	0
Worker's Compensation	0	Labor	0	0	0	0	0
E10 Sub Totals:	\$0		\$0	\$0	\$0	\$0	\$0
Operating Expenditures							
Medical Services	\$0	Inflation	\$0	\$0	\$0	\$0	\$0
Professional Services	0	Inflation	0	0	0	0	0
Contractual Services	0	Inflation	0	0	0	0	0
Contractual Hauling	0	WW Flow	0	0	0	0	0
Property Tax	0	Inflation	0	0	0	0	0
Telephone	0	Inflation	0	0	0	0	0
Freight and Postage Services	0	Inflation	0	0	0	0	0
Electricity	0	WW Flow	0	0	0	0	0
Water & Sewer Expense	0	Inflation	0	0	0	0	0
Refuse Removal	0	Inflation	0	0	0	0	0
Copy Machine Leases	0	Inflation	0	0	0	0	0
Property and Casualty Insurance	0	Inflation	0	0	0	0	0
Repair & Maint-Buildings	0	Maintenance	0	0	0	0	0
Repair & Maint-Equipment	0	Maintenance	0	0	0	0	0
Repair & Maint Vehicles	0	Maintenance	0	0	0	0	0

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Water Operating Budget Projections

Description	Adjusted FY	Escalation Factor	Fiscal Year Ending September 30,				
	2023		2024	2025	2026	2027	2028
Repair & Maint-Infrastructure	0	Maintenance	0	0	0	0	0
Licenses and Permits	0	Inflation	0	0	0	0	0
Office Supplies	0	Inflation	0	0	0	0	0
Operating Supplies	0	Inflation	0	0	0	0	0
Uniforms	0	Inflation	0	0	0	0	0
Tools, Small Equipment	0	Inflation	0	0	0	0	0
Chemicals & Chlorine Gas	0	WW Flow	0	0	0	0	0
Laboratory Analysis	0	Inflation	0	0	0	0	0
Gas & Oil	0	Inflation	0	0	0	0	0
Memberships/Dues	0	Inflation	0	0	0	0	0
Training	0	Inflation	0	0	0	0	0
Depreciation Expense	0	Inflation	0	0	0	0	0
E20 Sub Totals:	\$0		\$0	\$0	\$0	\$0	\$0
Capital Outlay							
Land Acquisition	\$0	N/A	\$0	\$0	\$0	\$0	\$0
Buildings/Bldg Improvements	0	N/A	0	0	0	0	0
Machinery and Equipment	0	N/A	0	0	0	0	0
Capital Purchases Inventory	0	N/A	0	0	0	0	0
Infrastructure	0	N/A	0	0	0	0	0
E40 Sub Totals:	\$0		\$0	\$0	\$0	\$0	\$0
Dept 3500 Sub Totals:	\$0		\$0	\$0	\$0	\$0	\$0
Expense Totals:	\$3,374,100		\$3,539,000	\$3,400,000	\$3,511,600	\$3,626,400	\$3,745,600

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Sewer Operating Budget Projections

Description	Adjusted FY	Escalation	Fiscal Year Ending September 30,				
	2023	Factor	2024	2025	2026	2027	2028
Utility Administration							
Personnel Services							
Salaries	\$81,800	Labor	\$84,300	\$86,900	\$89,600	\$92,300	\$95,100
Fica Taxes	5,100	Labor	5,300	5,500	5,700	5,900	6,100
Medicare Taxes	1,200	Labor	1,300	1,400	1,500	1,600	1,700
Retirement Contributions	20,100	Labor	20,800	21,500	22,200	22,900	23,600
Group Health	18,700	Ins-Health	19,700	20,700	21,800	22,900	24,100
Worker's Compensation	1,300	Labor	1,400	1,500	1,600	1,700	1,800
E10 Sub Totals:	\$128,200		\$132,800	\$137,500	\$142,400	\$147,300	\$152,400
Operating Expenditures							
Professional Services	\$41,300	Inflation	\$42,600	\$43,700	\$44,800	\$46,000	\$47,200
Pro. Svcs. - Software & Support	57,400	Inflation	59,200	60,700	62,300	63,900	65,500
Contractual Services	66,000	Inflation	68,000	69,700	71,500	73,300	75,200
Telephone	600	Inflation	700	800	900	1,000	1,100
Freight and Postage Services	100	Inflation	200	300	400	500	600
Copy Machine Leases	800	Inflation	900	1,000	1,100	1,200	1,300
Property and Casualty Insurance	10,800	Inflation	11,200	11,500	11,800	12,100	12,500
Repair & Maint Vehicles	300	Maintenance	400	500	600	700	800
Office Supplies	400	Inflation	500	600	700	800	900
Operating Supplies	600	Inflation	700	800	900	1,000	1,100
Gas & Oil	300	Inflation	400	500	600	700	800
Memberships/Dues	600	Inflation	700	800	900	1,000	1,100
Training	2,800	Inflation	2,900	3,000	3,100	3,200	3,300
Depreciation Expense	0	Inflation	0	0	0	0	0
E20 Sub Totals:	\$182,000		\$188,400	\$193,900	\$199,600	\$205,400	\$211,400
Capital Outlay							
Machinery and Equipment	\$0	Inflation	\$0	\$0	\$0	\$0	\$0
E40 Sub Totals:	\$0		\$0	\$0	\$0	\$0	\$0
Debt Service							
Loan Principal/Int Wwtp	\$0	N/A	\$0	\$0	\$0	\$0	\$0
Loan Suntrust Bond Refinance	0	N/A	0	0	0	0	0
Loan Wwtp Expan/Upd	0	N/A	0	0	0	0	0
BB&T Fathom Loan	0	N/A	0	0	0	0	0
Defer Bond Issue Cost/Loss	0	N/A	0	0	0	0	0
Bond Issuance Cost	0	N/A	0	0	0	0	0
E50 Sub Totals:	\$0		\$0	\$0	\$0	\$0	\$0
Transfers							
Administrative Transfer Gf	\$770,200	Input	\$797,500	\$827,200	\$857,900	\$889,600	\$923,000
Admin Transfer-GF Special	0	Inflation	0	0	0	0	0
Adminstrative Transfer Af	117,400	Inflation	121,000	124,100	127,300	130,500	133,800
Trf To Water Reuse Reserve	0	Inflation	0	0	0	0	0
Trf To Wa/Sw Connection Fees	0	Inflation	0	0	0	0	0
PILOT	0	Inflation	0	0	0	0	0
E70 Sub Totals:	\$887,600		\$918,500	\$951,300	\$985,200	\$1,020,100	\$1,056,800
Reserves & Non-Operating Exp							
Undesigned Wwtp Loan Proc	\$0	N/A	\$0	\$0	\$0	\$0	\$0
Contingency	0	N/A	0	0	0	0	0
Reserve for Grant Match	0	N/A	0	0	0	0	0
Reserve Accumulated Hours	0	N/A	0	0	0	0	0
Reserve for CBF	0	N/A	0	0	0	0	0
Reserve-Water Reuse	0	N/A	0	0	0	0	0
Reserve-Water Connection Fees	0	N/A	0	0	0	0	0
Reserve-Sewer Connection Fees	0	N/A	0	0	0	0	0

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Sewer Operating Budget Projections

Description	Adjusted FY	Escalation	Fiscal Year Ending September 30,				
	2023	Factor	2024	2025	2026	2027	2028
Reserve-Other Restricted Funds	0	N/A	0	0	0	0	0
E90 Sub Totals:	\$0		\$0	\$0	\$0	\$0	\$0
Dept 3000 Sub Totals:	\$1,197,800		\$1,239,700	\$1,282,700	\$1,327,200	\$1,372,800	\$1,420,600
Utility Billing							
Personnel Services							
Salaries	\$78,200	Labor	\$80,600	\$83,100	\$85,600	\$88,200	\$90,900
Overtime	200	Labor	300	400	500	600	700
Additional Personnel	0	Input	0	0	0	0	0
Fica Taxes	4,800	Labor	5,000	5,200	5,400	5,600	5,800
Medicare Taxes	1,100	Labor	1,200	1,300	1,400	1,500	1,600
Retirement Contributions	9,200	Labor	9,500	9,800	10,100	10,500	10,900
Group Health	18,600	Ins-Health	19,600	20,600	21,700	22,800	24,000
Worker's Compensation	100	Labor	200	300	400	500	600
E10 Sub Totals:	\$112,200		\$116,400	\$120,700	\$125,100	\$129,700	\$134,500
Operating Expenditures							
Medical Services	\$100	Inflation	\$200	\$300	\$400	\$500	\$600
Professional Services	4,200	Inflation	4,400	4,600	4,800	5,000	5,200
Contractual Services	273,000	Inflation	281,200	105,000	107,700	110,400	113,200
Processing Fees Credit Cards	56,700	Inflation	58,500	60,000	61,500	63,100	64,700
Telephone	1,100	Inflation	1,200	1,300	1,400	1,500	1,600
Freight and Postage Services	37,800	Constant	37,800	37,800	37,800	37,800	37,800
Property and Casualty Insurance	4,600	Inflation	4,800	5,000	5,200	5,400	5,600
Copy Machine Leases	600	Inflation	700	800	900	1,000	1,100
Office Supplies	300	Inflation	400	500	600	700	800
Operating Supplies	300	Inflation	400	500	600	700	800
Software	0	Inflation	0	0	0	0	0
Training	1,300	Inflation	1,400	1,500	1,600	1,700	1,800
E20 Sub Totals:	\$380,000		\$391,000	\$217,300	\$222,500	\$227,800	\$233,200
Capital Outlay							
Machinery and Equipment	\$0	Inflation	\$0	\$0	\$0	\$0	\$0
E40 Sub Totals:	\$0		\$0	\$0	\$0	\$0	\$0
Dept 1300 Sub Totals:	\$492,200		\$507,400	\$338,000	\$347,600	\$357,500	\$367,700
Water							
Personnel Services							
Salaries	\$0	Labor	\$0	\$0	\$0	\$0	\$0
Overtime	0	Labor	0	0	0	0	0
Fica Taxes	0	Labor	0	0	0	0	0
Medicare Taxes	0	Labor	0	0	0	0	0
Retirement Contributions	0	Labor	0	0	0	0	0
Group Health	0	Ins-Health	0	0	0	0	0
Worker's Compensation	0	Labor	0	0	0	0	0
E10 Sub Totals:	\$0		\$0	\$0	\$0	\$0	\$0
Operating Expenditures							
Medical Services	\$0	Inflation	\$0	\$0	\$0	\$0	\$0
Laboratory Analysis	0	Inflation	0	0	0	0	0
Professional Services	0	Inflation	0	0	0	0	0
Contractual Services	0	Inflation	0	0	0	0	0
Water Tank Maintenance	0	Maintenance	0	0	0	0	0
Property Tax	0	Inflation	0	0	0	0	0
Telephone	0	Inflation	0	0	0	0	0
Freight and Postage Services	0	Inflation	0	0	0	0	0
Electricity	0	W Prod	0	0	0	0	0

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Sewer Operating Budget Projections

Description	Adjusted FY	Escalation	Fiscal Year Ending September 30,				
	2023	Factor	2024	2025	2026	2027	2028
Water & Sewer Expense	0	Inflation	0	0	0	0	0
Refuse Removal	0	Inflation	0	0	0	0	0
Leases & Rentals	0	Inflation	0	0	0	0	0
Copy Machine Leases	0	Inflation	0	0	0	0	0
Property and Casualty Insurance	0	Inflation	0	0	0	0	0
Repair & Maint-Buildings	0	Maintenance	0	0	0	0	0
Repair & Maint-Equipment	0	Maintenance	0	0	0	0	0
Repair & Maint Vehicles	0	Maintenance	0	0	0	0	0
Repair & Maint-Water Lines	0	Maintenance	0	0	0	0	0
Licenses and Permits	0	Inflation	0	0	0	0	0
Office Supplies	0	Inflation	0	0	0	0	0
Operating Supplies	0	Inflation	0	0	0	0	0
Uniforms	0	Inflation	0	0	0	0	0
Tools, Small Equipment	0	Inflation	0	0	0	0	0
Chemicals & Chlorine Gas	0	W Prod	0	0	0	0	0
Gas & Oil	0	Inflation	0	0	0	0	0
Memberships/Dues	0	Inflation	0	0	0	0	0
Training	0	Inflation	0	0	0	0	0
E20 Sub Totals:	\$0		\$0	\$0	\$0	\$0	\$0
Capital Outlay							
Land Acquisition	\$0	N/A	\$0	\$0	\$0	\$0	\$0
Buildings/Bldg Improvements	0	N/A	0	0	0	0	0
Infrastructure	0	N/A	0	0	0	0	0
Machinery and Equipment	0	N/A	0	0	0	0	0
Inventory Purchases	0	N/A	0	0	0	0	0
E40 Sub Totals:	\$0		\$0	\$0	\$0	\$0	\$0
Dept 3300 Sub Totals:	\$0		\$0	\$0	\$0	\$0	\$0
Wastewater							
Personnel Services							
Salaries	\$719,000	Labor	\$740,600	\$762,900	\$785,800	\$809,400	\$833,700
Additional Personnel	0	Input	52,400	54,000	55,700	57,400	59,200
Overtime	50,000	Labor	51,500	53,100	54,700	56,400	58,100
Fica Taxes	44,600	Labor	46,000	47,400	48,900	50,400	52,000
Medicare Taxes	10,400	Labor	10,800	11,200	11,600	12,000	12,400
Retirement Contributions	77,500	Labor	79,900	82,300	84,800	87,400	90,100
Group Health	170,700	Ins-Health	179,300	188,300	197,800	207,700	218,100
Worker's Compensation	17,400	Labor	18,000	18,600	19,200	19,800	20,400
E10 Sub Totals:	\$1,089,600		\$1,178,500	\$1,217,800	\$1,258,500	\$1,300,500	\$1,344,000
Operating Expenditures							
Medical Services	\$500	Inflation	\$600	\$700	\$800	\$900	\$1,000
Professional Services	500,000	Inflation	50,000	51,300	52,600	54,000	55,400
Contractual Services	500	Inflation	600	700	800	900	1,000
Contractual Hauling	95,000	WW Flow	98,900	102,500	106,100	109,900	113,800
Property Tax	100	Inflation	200	300	400	500	600
Telephone	12,000	Inflation	12,400	12,800	13,200	13,600	14,000
Freight and Postage Services	500	Inflation	600	700	800	900	1,000
Electricity	400,000	WW Flow	416,200	431,100	446,200	461,800	478,200
Water & Sewer Expense	12,000	Inflation	12,400	12,800	13,200	13,600	14,000
Refuse Removal	6,000	Inflation	6,200	6,400	6,600	6,800	7,000
Copy Machine Leases	0	Inflation	0	0	0	0	0
Property and Casualty Insurance	264,400	Inflation	272,400	279,300	286,300	293,500	300,900
Repair & Maint-Buildings	28,000	Maintenance	28,900	29,800	30,700	31,700	32,700
Repair & Maint-Equipment	90,000	Maintenance	92,700	95,500	98,400	101,400	104,500
Repair & Maint Vehicles	25,000	Maintenance	25,800	26,600	27,400	28,300	29,200

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Sewer Operating Budget Projections

Description	Adjusted FY	Escalation	Fiscal Year Ending September 30,				
	2023	Factor	2024	2025	2026	2027	2028
Repair & Maint-Infrastructure	125,000	Maintenance	128,800	132,700	136,700	140,900	145,200
Licenses and Permits	1,500	Inflation	1,600	1,700	1,800	1,900	2,000
Office Supplies	1,200	Inflation	1,300	1,400	1,500	1,600	1,700
Operating Supplies	35,000	Inflation	36,100	37,100	38,100	39,100	40,100
Uniforms	5,000	Inflation	5,200	5,400	5,600	5,800	6,000
Tools, Small Equipment	6,000	Inflation	6,200	6,400	6,600	6,800	7,000
Chemicals & Chlorine Gas	250,000	WW Flow	260,100	269,400	278,900	288,700	299,000
Laboratory Analysis	25,000	Inflation	25,800	26,500	27,200	27,900	28,600
Gas & Oil	35,000	Inflation	36,100	37,100	38,100	39,100	40,100
Memberships/Dues	1,800	Inflation	1,900	2,000	2,100	2,200	2,300
Training	15,000	Inflation	15,500	15,900	16,300	16,800	17,300
Depreciation Expense	0	Inflation	0	0	0	0	0
E20 Sub Totals:	\$1,934,500		\$1,536,500	\$1,586,100	\$1,636,400	\$1,688,600	\$1,742,600
Capital Outlay							
Land Acquisition	\$0	N/A	\$0	\$0	\$0	\$0	\$0
Buildings/Bldg Improvements	0	N/A	0	0	0	0	0
Machinery and Equipment	0	N/A	0	0	0	0	0
Capital Purchases Inventory	0	N/A	0	0	0	0	0
Infrastructure	0	N/A	0	0	0	0	0
E40 Sub Totals:	\$0		\$0	\$0	\$0	\$0	\$0
Dept 3500 Sub Totals:	\$3,024,100		\$2,715,000	\$2,803,900	\$2,894,900	\$2,989,100	\$3,086,600
Expense Totals:	\$4,714,100		\$4,462,100	\$4,424,600	\$4,569,700	\$4,719,400	\$4,874,900

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Capital Improvement Program - Inflated

Project Description	Funding	Fiscal Year						TOTAL
	Source	2023	2024	2025	2026	2027	2028	
Annual CIP Inflation Percentage		0.0%	3.0%	2.5%	2.5%	2.5%	2.5%	
Cumulative CIP Inflation Percentage		0.0%	3.0%	5.6%	8.2%	10.9%	13.7%	

Water Projects

New Well Construction	W_Capacity Fees	\$0	\$257,500	\$1,583,600	\$0	\$0	\$0	\$1,841,100
12" Water, Chancey/CR39 Copeland to Tucker	W_Capacity Fees	2,000,000	0	0	0	0	0	2,000,000
8" Water Main Extension, Alston Ave to Tucker Road along Gall Blvd	W_Capacity Fees	800,000	0	0	0	0	0	800,000
8" Water Main Extension, Eiland Blvd./ Massey Rd. to Fort King Rd.	W_Capacity Fees	800,000	0	0	0	0	0	800,000
Hidden River Tie in	Reserves	0	0	316,700	0	0	0	316,700
Sunburst Water System	W_SRF_2024	0	1,030,000	0	0	0	0	1,030,000
Pressure issues north	Reserves	0	0	0	0	0	0	0
Water Line Renewals & Replacement	W_Pay-Go	200,000	206,000	211,200	216,400	221,800	227,400	1,282,800
FDOT One-way Pairs Utility Relocation	W_Pay-Go	0	0	0	0	0	0	0
8" Water Main Extension Palm Grove Dr./Autumn Palm Dr. to 301	W_Capacity Fees	0	0	527,900	0	0	0	527,900
SWFWMD Permit Mod's	W_Pay-Go	100,000	0	158,400	0	166,400	227,400	652,200
Well Rehab	W_Pay-Go	70,000	103,000	105,600	108,200	110,900	113,700	611,400
New Water Department, Design, Engineering, Buildings, Construction, etc	W_SRF_2024	0	3,605,000	0	0	0	0	3,605,000
Well Building Rehab/Replacement	W_SRF_2024	0	824,000	0	0	0	0	824,000
Well Building Evaluation	W_Pay-Go	100,000	0	0	0	0	0	100,000
Equipment, Vehicles	W_Pay-Go	243,000	103,000	105,600	108,200	110,900	113,700	784,400
Inventory Purchases from the Operating Budget	W_Pay-Go	500,000	515,000	527,900	541,100	554,600	568,500	3,207,100

Utility Billing Projects

Capital Outlay from the Operating Budget	Reserves	200,000	0	0	0	0	0	200,000
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Sewer Projects

12" Reclaimed Water Interconnect with Pasco County. CR54/Dairy to Simons Rd. Along Eiland Blvd.	Reserves	1,000,000	0	0	0	0	0	1,000,000
12" Reclaimed Water Interconnect with Pasco County. CR54/Dairy to Simons Rd. Along Eiland Blvd. (Grant)	Grant	1,000,000	0	0	0	0	0	1,000,000
12" Reclaimed Water Main Wire Rd and Otis Allen to Scotland Yards Golf Course	S_SRF_2026	0	0	0	0	2,218,400	0	2,218,400
Major LS and Force Main, 23rd/Otis Allen to CR35 to Chancey/CR54	S_Capacity Fees	1,500,000	0	0	0	0	0	1,500,000
Major LS and Force Main, 23rd/Otis Allen to CR35 to Chancey/CR54 (Grant)	Grant	6,500,000	0	0	0	0	0	6,500,000
Main Force Main to the WWTP	S_SRF_2023	0	3,090,000	0	0	0	0	3,090,000
Effluent Pump Station Upgrade	S_SRF_2023	1,000,000	0	0	0	0	0	1,000,000
Lift Station at WWTP	Reserves	0	154,500	0	0	0	0	154,500
Force Main from Pretty Pond and 23rd St, east to Forbes, south to CR54, and east to LS 63	S_SRF_2026	0	0	0	0	0	1,136,900	1,136,900
Crystal Springs Water Quality Improvement	S_SRF_2026	0	0	0	4,328,600	0	0	4,328,600
Crystal Springs Water Quality Improvement (Grant)	Grant	0	0	0	0	0	0	0
WWTP SCADA System Upgrade	S_Pay-Go	25,000	25,800	26,400	27,100	27,700	28,400	160,400
Septic to Sewer Projects	S_SRF_2023	650,000	1,030,000	1,055,800	0	0	0	2,735,800
Septic to Sewer Projects (Grant)	Grant	650,000	1,030,000	1,055,800	0	0	0	2,735,800
WWTP Permit Renewal Exp 2022	S_Pay-Go	75,000	0	0	0	0	0	75,000
System Evaluation and Mapping	S_Pay-Go	100,000	103,000	105,600	108,200	110,900	113,700	641,400
Sewer Line Renewal and Replacement	S_Pay-Go	300,000	309,000	316,700	324,600	332,800	341,100	1,924,200
Sewer Manhole Major Rehabilitation	S_Pay-Go	200,000	206,000	211,200	216,400	221,800	227,400	1,282,800
Lift Station Alarm Upgrades	S_Pay-Go	70,000	72,100	73,900	75,800	83,200	85,300	460,300
Lift Station Major Rehabilitation	S_Pay-Go	300,000	309,000	316,700	324,600	332,800	341,100	1,924,200
Lift Station Generators	S_Pay-Go	125,000	128,800	132,000	162,300	166,400	170,500	885,000
Digester Rehab	S_Pay-Go	0	0	211,200	0	0	0	211,200
WWTP Generator Replacement & Building A under generator power	S_SRF_2023	0	875,500	0	0	0	0	875,500
Master Plan Update	Reserves	250,000	0	0	0	0	284,200	534,200
New gearbox & shaft for SHT #1	S_Pay-Go	0	154,500	0	0	0	0	154,500
Pole Barn (cover) for equip	S_Pay-Go	0	77,300	0	0	0	0	77,300
Machinery, Equipment, Vehicles	S_Pay-Go	100,000	103,000	105,600	108,200	110,900	113,700	641,400
TOTALS		\$18,858,000	\$14,312,000	\$7,147,800	\$6,649,700	\$4,769,500	\$4,093,000	\$55,830,000

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Capital Improvement Program - Inflated

Project Description	Funding	Fiscal Year						TOTAL
	Source	2023	2024	2025	2026	2027	2028	
Annual Project Funding Analysis								
Water Revenues	W_Pay-Go	\$1,213,000	\$927,000	\$1,108,700	\$973,900	\$1,164,600	\$1,250,700	\$6,637,900
Sewer Revenues	S_Pay-Go	1,295,000	1,488,500	1,499,300	1,347,200	1,386,500	1,421,200	8,437,700
Utility Operating Reserves	Reserves	1,450,000	154,500	316,700	0	0	284,200	2,205,400
Unfunded Projects	Unfunded	0	0	0	0	0	0	0
Water Capacity Fees	W_Capacity Fees	3,600,000	257,500	2,111,500	0	0	0	5,969,000
Sewer Capacity Fees	S_Capacity Fees	1,500,000	0	0	0	0	0	1,500,000
Clean Water SRF Loan WW510550	2022 SRF Loan	0	0	0	0	0	0	0
2023 Drinking Water SRF Loan	W_SRF_2023	0	0	0	0	0	0	0
2023 Clean Water SRF Loan	S_SRF_2023	1,650,000	4,995,500	1,055,800	0	0	0	7,701,300
2024 Drinking Water SRF Loan	W_SRF_2024	0	5,459,000	0	0	0	0	5,459,000
2026 Clean Water SRF Loan	S_SRF_2026	0	0	0	4,328,600	2,218,400	1,136,900	7,683,900
2024 Revenue Bond Issue	2024 Rev Bond	0	0	0	0	0	0	0
Other	Other	0	0	0	0	0	0	0
Grant	Grant	8,150,000	1,030,000	1,055,800	0	0	0	10,235,800
Total Funding Sources		\$18,858,000	\$14,312,000	\$7,147,800	\$6,649,700	\$4,769,500	\$4,093,000	\$55,830,000

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Projected Water Revenue Requirements

Description	Projected Fiscal Year Ending September 30,					
	2023	2024	2025	2026	2027	2028
Operating Expenses	\$3,374,100	\$3,539,000	\$3,400,000	\$3,511,600	\$3,626,400	\$3,745,600
Debt Service						
Clean Water SRF Loan WW805020	\$0	\$0	\$0	\$0	\$0	\$0
Clean Water SRF Loan WW805030	0	0	0	0	0	0
Clean Water SRF Loan WW510531	0	0	0	0	0	0
Clean Water SRF Loan WW510550	0	0	0	0	0	0
Proposed Debt Service	0	0	379,500	379,500	379,500	379,500
Total Debt Service	\$0	\$0	\$379,500	\$379,500	\$379,500	\$379,500
Other Expenditures						
Series 2016 BB&T Lease	\$427,990	\$427,990	\$427,990	\$427,990	\$0	\$0
CIP Funding	1,213,000	927,000	1,108,700	973,900	1,164,600	1,250,700
Placeholder for other expenditures	0	0	0	0	0	0
Total Other Expenditures	\$1,640,990	\$1,354,990	\$1,536,690	\$1,401,890	\$1,164,600	\$1,250,700
Total Gross Water Revenue Requirements	\$5,015,090	\$4,893,990	\$5,316,190	\$5,292,990	\$5,170,500	\$5,375,800
Less Revenues from Other Sources						
Miscellaneous Revenues	\$27,120	\$27,120	\$27,120	\$27,120	\$27,120	\$27,120
Placeholder for revenues from other sources	0	0	0	0	0	0
Transfer from Utility Operating Reserve	0	0	0	0	0	0
Net Water Revenue Requirements	\$4,987,970	\$4,866,870	\$5,289,070	\$5,265,870	\$5,143,380	\$5,348,680
Sales Revenues from Rates						
Projected Revenue from Existing Rates	\$4,248,400	\$4,310,700	\$4,372,400	\$4,435,900	\$4,499,400	\$4,565,100
Total Revenue from Prior Increase	0	0	131,200	247,300	369,600	498,500
Total Revenue Before Current Year Adjustment	\$4,248,400	\$4,310,700	\$4,503,600	\$4,683,200	\$4,869,000	\$5,063,600
Current Year Rate Adjustments						
Current Year Rate Adjustment	0.00%	3.00%	2.50%	2.50%	2.50%	2.50%
Effective Month	Jan.	Oct.	Oct.	Oct.	Oct.	Oct.
% of Current Year Effective	75%	100%	100%	100%	100%	100%
Total Revenue from Current Year Adjustments	\$0	\$129,300	\$112,600	\$117,100	\$121,700	\$126,600
Annual Water Rate Revenue	\$4,248,400	\$4,440,000	\$4,616,200	\$4,800,300	\$4,990,700	\$5,190,200
Net Revenue Surplus/(Deficiency)	(\$739,570)	(\$426,870)	(\$672,870)	(\$465,570)	(\$152,680)	(\$158,480)

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Projected Sewer Revenue Requirements

Description	Projected Fiscal Year Ending September 30,					
	2023	2024	2025	2026	2027	2028
Operating Expenses	\$4,714,100	\$4,462,100	\$4,424,600	\$4,569,700	\$4,719,400	\$4,874,900
Debt Service						
Clean Water SRF Loan WW805020	\$653,179	\$653,179	\$653,179	\$653,179	\$653,179	\$653,179
Clean Water SRF Loan WW805030	506,081	506,081	506,081	506,081	506,081	506,081
Clean Water SRF Loan WW510531	339,993	339,993	339,993	339,993	339,993	339,993
Clean Water SRF Loan WW510550	62,451	62,451	62,451	62,451	62,451	62,451
Proposed Debt Service	0	0	0	494,700	494,700	1,009,700
Total Debt Service	\$1,561,704	\$1,561,704	\$1,561,704	\$2,056,404	\$2,056,404	\$2,571,404
Other Expenditures						
Series 2016 BB&T Lease	\$309,924	\$309,924	\$309,924	\$309,924	\$0	\$0
CIP Funding	1,295,000	1,488,500	1,499,300	1,347,200	1,386,500	1,421,200
Placeholder for other expenditures	0	0	0	0	0	0
Total Other Expenditures	\$1,604,924	\$1,798,424	\$1,809,224	\$1,657,124	\$1,386,500	\$1,421,200
Total Gross Sewer Revenue Requirements	\$7,880,728	\$7,822,228	\$7,795,528	\$8,283,228	\$8,162,304	\$8,867,504
Less Revenues from Other Sources						
Miscellaneous Revenues	\$66,095	\$66,080	\$66,080	\$66,080	\$66,080	\$66,080
Placeholder for revenues from other sources	0	0	0	0	0	0
Transfer from Utility Operating Reserve	0	0	0	0	0	0
Net Sewer Revenue Requirements	\$7,814,633	\$7,756,148	\$7,729,448	\$8,217,148	\$8,096,224	\$8,801,424
Sales Revenues from Rates						
Projected Revenue from Existing Rates	\$7,649,800	\$7,742,400	\$7,835,000	\$7,927,700	\$8,020,200	\$8,118,000
Total Revenue from Prior Increase	0	0	235,100	442,000	658,800	886,500
Total Revenue Before Current Year Adjustment	\$7,649,800	\$7,742,400	\$8,070,100	\$8,369,700	\$8,679,000	\$9,004,500
Current Year Rate Adjustments						
Current Year Rate Adjustment	0.00%	3.00%	2.50%	2.50%	2.50%	2.50%
Effective Month	Jan.	Oct.	Oct.	Oct.	Oct.	Oct.
% of Current Year Effective	75%	100%	100%	100%	100%	100%
Total Revenue from Current Year Adjustments	\$0	\$232,300	\$201,800	\$209,200	\$217,000	\$225,100
Annual Sewer Rate Revenue	\$7,649,800	\$7,974,700	\$8,271,900	\$8,578,900	\$8,896,000	\$9,229,600
Net Revenue Surplus/(Deficiency)	(\$164,833)	\$218,552	\$542,452	\$361,752	\$799,776	\$428,176

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Combined System Projected Debt Service Coverage

Description	Projected Fiscal Year Ending September 30,					
	2023	2024	2025	2026	2027	2028
System Revenues						
Total Water Rate Revenue	\$4,248,400	\$4,440,000	\$4,616,200	\$4,800,300	\$4,990,700	\$5,190,200
Total Sewer Rate Revenue	7,649,800	7,974,700	8,271,900	8,578,900	8,896,000	9,229,600
Total Rate Revenue	\$11,898,200	\$12,414,700	\$12,888,100	\$13,379,200	\$13,886,700	\$14,419,800
Other Operating Revenues	\$93,215	\$93,200	\$93,200	\$93,200	\$93,200	\$93,200
Placeholder for other operating revenues	0	0	0	0	0	0
Total System Revenues	\$11,991,415	\$12,507,900	\$12,981,300	\$13,472,400	\$13,979,900	\$14,513,000
Operating Expenses						
Water Operating Expenses	\$3,374,100	\$3,539,000	\$3,400,000	\$3,511,600	\$3,626,400	\$3,745,600
Sewer Operating Expenses	4,714,100	4,462,100	4,424,600	4,569,700	4,719,400	4,874,900
Total Operating Expenses	\$8,088,200	\$8,001,100	\$7,824,600	\$8,081,300	\$8,345,800	\$8,620,500
Net Operating Revenue	\$3,903,215	\$4,506,800	\$5,156,700	\$5,391,100	\$5,634,100	\$5,892,500
Debt Service						
Clean Water SRF Loan WW805020	\$653,179	\$653,179	\$653,179	\$653,179	\$653,179	\$653,179
Clean Water SRF Loan WW805030	506,081	506,081	506,081	506,081	506,081	506,081
Clean Water SRF Loan WW510531	339,993	339,993	339,993	339,993	339,993	339,993
Clean Water SRF Loan WW510550	62,451	62,451	62,451	62,451	62,451	62,451
Proposed Debt Service	0	0	379,500	874,200	874,200	1,389,200
Total Debt Service	\$1,561,704	\$1,561,704	\$1,941,204	\$2,435,904	\$2,435,904	\$2,950,904
Debt Service Coverage						
Net Revenue (Excludes Capacity Fees)	\$3,903,215	\$4,506,800	\$5,156,700	\$5,391,100	\$5,634,100	\$5,892,500
Capacity Fees	1,283,400	671,400	671,400	671,400	682,800	718,200
Available for Debt Service	\$5,186,615	\$5,178,200	\$5,828,100	\$6,062,500	\$6,316,900	\$6,610,700
Coverage Ratio Calculated	3.32	3.32	3.00	2.49	2.59	2.24
Coverage Ratio Required	1.15	1.15	1.15	1.15	1.15	1.15
Net Revenues Less Debt Service	\$2,341,511	\$2,945,096	\$3,215,496	\$2,955,196	\$3,198,196	\$2,941,596
Other Expenses/Transfers:						
Series 2016 BB&T Lease	\$737,915	\$737,915	\$737,915	\$737,915	\$0	\$0
CIP Funding	2,508,000	2,415,500	2,608,000	2,321,100	2,551,100	2,671,900
Placeholder for other expenditures	0	0	0	0	0	0
Total Other Expenses/Transfers	\$3,245,915	\$3,153,415	\$3,345,915	\$3,059,015	\$2,551,100	\$2,671,900
Net Surplus/(Deficit)	(\$904,404)	(\$208,319)	(\$130,419)	(\$103,819)	\$647,096	\$269,696

City of Zephyrhills
 2023 Utility Revenue Sufficiency Study
 Utility Fund Balance Projections

Description	Projected Fiscal Year Ending September 30,					
	2023	2024	2025	2026	2027	2028
Utility Operating Reserve						
Beginning Balance	\$6,886,482	\$4,532,079	\$4,169,260	\$3,722,141	\$3,618,323	\$4,265,419
Operating Surplus/(Deficit)	(904,404)	(208,319)	(130,419)	(103,819)	647,096	269,696
Other Transfers In	0	0	0	0	0	0
CIP Expenditures	(1,450,000)	(154,500)	(316,700)	0	0	(284,200)
Transfer to Operations	0	0	0	0	0	0
Other Transfers Out	0	0	0	0	0	0
Ending Balance	\$4,532,079	\$4,169,260	\$3,722,141	\$3,618,323	\$4,265,419	\$4,250,914
Min Target Balance (6 Months O&M Exp.)	\$4,044,100	\$4,000,600	\$3,912,300	\$4,040,700	\$4,172,900	\$4,310,300
Water & Sewer Utility Capacity Fees						
Beginning Balance	\$5,796,255	\$1,989,655	\$2,413,555	\$983,455	\$1,664,855	\$2,357,655
From New Customers	1,283,400	671,400	671,400	671,400	682,800	718,200
Interest Income	10,000	10,000	10,000	10,000	10,000	10,000
CIP Expenditures	(5,100,000)	(257,500)	(2,111,500)	0	0	0
Ending Balance	\$1,989,655	\$2,413,555	\$983,455	\$1,664,855	\$2,357,655	\$3,085,855

CITY MANAGER'S REPORT 3.1

Municipal Association of Pasco (MAP) Meeting November 06, 2025 - Dade City

First Reading **RESOLUTION NO. 862-25 - " A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA, AUTHORIZING THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS TO PARTICIPATE IN A JOINT MEETING OF THE MUNICIPAL ASSOCIATION OF PASCO TO DISCUSS MATTERS OF MUTUAL INTEREST; AND PROVIDING FOR AN EFFECTIVE DATE. "**

Issue:

Florida Statutes 125.001 and 166.0213 authorize governing bodies to participate in joint meetings with Pasco County or other local municipalities to discuss matters of mutual interest. Such meetings must be held at an appropriate public place with public notice. Resolution No. 862-25 allows for the City of Zephyrhills' participation in the November 06, 2025 joint meeting with the Municipal Association of Pasco (MAP).

Background:

MAP Meetings are held quarterly on the first Thursday of February, May, August and November.

Attachment(s):

1. Resolution 862-25 Participation in 11-06-2025 MAP Meeting

Fiscal Impact:

N/A

Staff Recommendation:

Approval of Resolution No. 862-25 for Council participation at the November 06, 2025 Municipal Association of Pasco Meeting.

RESOLUTION NO. 862-25

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA, AUTHORIZING THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS TO PARTICIPATE IN A JOINT MEETING OF THE MUNICIPAL ASSOCIATION OF PASCO TO DISCUSS MATTERS OF MUTUAL INTEREST; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Zephyrhills, Florida, and the Municipal Association of Pasco, which includes officials from Dade City, New Port Richey, Port Richey, San Antonio and the Town of St. Leo, desire to participate in a joint workshop to discuss matters of mutual interest; and

WHEREAS, Section 166.0213, Florida Statutes, authorizes the governing body of a municipality to meet and discuss matters of mutual interest with the governing body of the county within which the municipality is located or the governing body of another municipality; and

WHEREAS, Section 125.001, Florida Statutes, further states that such meetings may be held at any appropriate public place within the jurisdiction of any participating county or municipality, and requires that due public notice be provided within the jurisdiction of all participating municipalities and counties; and

WHEREAS, Section 166.0213, Florida Statutes, further requires that the governing body of a municipality must first adopt a Resolution or Ordinance authorizing participation in the joint workshop.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Zephyrhills, Florida, as follows:

Section 1. Pursuant to Section 166.0213, Florida Statutes, the City Council of the City of Zephyrhills, Florida, is hereby authorized to participate in a joint meeting with the Municipal Association of Pasco on October 06, 2025, 6:30 p.m., at Green Door on 8th – 14148 8th St, Dade City, FL 33525.

Section 2. Notice of this meeting shall be duly advertised and official Association minutes shall be taken.

Section 3. This Resolution shall be effective upon adoption by City Council.

The foregoing Resolution No. 862-25 was passed in an open and regular meeting of the City Council of the City of Zephyrhills, Florida, on this 27th day of October, 2025.

Attest: _____
Ricardo Quiñones, City Clerk

Charles E. Proctor, Council President

The foregoing Resolution No. 862-25 was approved by me this 27th day of October, 2025.

Melonie Bahr Monson, Mayor

Approved as to legal form and legal content
for the sole reliance of the City of Zephyrhills

Matthew E. Maggard, City Attorney

CITY MANAGER'S REPORT 3.2

Appropriations Request

Issue:

Staff would like to propose one project to you and seek your approval to submit the funding request.

Zephyrhills Municipal – FBO/Terminal

This project would include construction of a new FBO/Terminal, which will allow airport staff to better service the many pilots that fly in and out of Zephyrhills Municipal Airport. Estimated square footage of the terminal is 6,500, with an estimated total cost of \$6,000,000.

If there are additional projects the council would like to consider, we can have a discussion with both legislators to gauge their level of support.

Background:

Each year the Florida Legislature meets and considers requests from local governments for assistance with projects of local importance. Zephyrhills must ask Representative Maggard and Senator Burgess to sponsor the projects on our behalf.

In previous years, Zephyrhills Municipal Airport (ZMA) has received three state appropriations since FY 19; extension of runway 1-19, itinerant parking, Taxiway Foxtrot and 2 box hangers.

Attachment(s):

None

Fiscal Impact:

Staff Recommendation:

Staff recommends requesting funding for the Zephyrhills Municipal Airport Terminal

NOTED ITEMS 4.1

Sunrise of Pasco County Memorandum of Understanding for 2025-2026

Issue:

This 2025-2026 Cooperative Agreement between Sunrise of Pasco County, Inc. and the Zephyrhills Police Department outlines referral procedures for survivors of domestic and sexual violence seeking services and strengthens our community partnership.

Background:

Attachment(s):

1. 2025-2026 General MOU --Sunrise_ZPD-- (Signed)

Fiscal Impact:

Staff Recommendation:

October 1, 2025 – September 30, 2026

Cooperative Agreement

Sunrise of Pasco County, Inc. and **Zephyrhills Police Department** enter into this Cooperative Agreement to establish a protocol for referrals of survivors of domestic and sexual violence seeking services and/or information as well as provide a framework for our professional working relationship as community partners.

Sunrise of Pasco County, Inc. is a nonprofit organization and Florida certified domestic violence center that has provided services to survivors of domestic and sexual violence in Pasco County since 1982. Our mission is to be a catalyst for change that empowers residents of Pasco County to save lives, educates the community and changes lives through domestic and sexual violence intervention and prevention services. We will provide opportunities for growth and enrichment to our dedicated employees and the community in which we operate, while sustaining a financially strong agency. In everything we do, we will act with respect, fairness and integrity. Sunrise of Pasco has been providing free victim services to people in the community who are hurting. Sunrise maintains a 40-bed emergency shelter to provide protection for women and children in crisis; provides free counseling services for survivors of domestic violence and sexual assault and foster a culture of non-violence through various community engagement efforts. The agency serves thousands of women, men and children annually, when - in a better world - this kind of work would not even be necessary.

Zephyrhills Police Department is a law enforcement agency in Pasco County. The mission of the Zephyrhills Police Department is to protect the lives, property and rights of all people, as well as provide quality service with respect and dignity.

Zephyrhills Police Department nor **Sunrise of Pasco County, Inc.** will accept no fees from or otherwise charge one another for referrals pursuant to this Cooperative Agreement.

Confidentiality and Privilege:

Sunrise of Pasco County, Inc. shares information regarding survivors of domestic violence as permitted by and in compliance with Florida confidentiality and privilege laws as outlined in Florida Statutes 39.908, 90.5035 and 90.5036, and the federal Violence Against Women's Act of 2005. Information shall not be disclosed without the informed, reasonably time-limited, written consent of the survivor. Client information received by the Injunction for Protection (IFP) Project Attorney(s) is protected by attorney-client privilege under Section 90.502, Florida Statutes and the Rules Regulating the Florida Bar.

Zephyrhills Police Department agrees to:

1. Refer survivors of domestic and sexual violence to **Sunrise of Pasco County, Inc.** when appropriate.
2. Allow **Sunrise of Pasco County, Inc.** staff to train **Zephyrhills Police Department** staff each contract year on issues relating to **Sunrise of Pasco County, Inc.** services, gender-based violence dynamics and/or related issues when approved and scheduled by both parties.

Sunrise of Pasco County, Inc. agrees that:

1. Refer survivors of domestic and sexual violence to **Zephyrhills Police Department** when appropriate.
2. Allow **Zephyrhills Police Department** staff to train **Sunrise of Pasco County, Inc.** staff each contract year on issues relating to **Zephyrhills Police Department** process, law enforcement techniques and procedures and/or related issues when approved and scheduled by both parties.

Signatures of Center and Partnering Agency.

Zephyrhills Police Department

Sunrise of Pasco County, Inc.



Derek Brewer, Chief
Zephyrhills Police Department



Kelly Sinn, C.E.O.
Sunrise of Pasco County, Inc.

10/09/2025

Date

10/09/2025

Date

SafeSpace, Inc. 612 SE Dixie Hwy. Stuart, Fla. 34994

Final Audit Report

2025-10-09

Created:	2025-10-09
By:	Christina Sweet (csweet@police.zephyrhills.fl.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAtpSP8KCr3Y8mpqq75bWbafG-Ulax24HS

"SafeSpace, Inc. 612 SE Dixie Hwy. Stuart, Fla. 34994" History

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NOTED ITEMS 4.2

Panama City Police Department TraCS Memorandum of Understanding for the 2025-2026 Period.

Issue:

The 2025–2026 Agreement between the Panama City Police Department and the Zephyrhills Police Department establishes the terms for authorized personnel to access and utilize the TraCS system for official law enforcement purposes.

Background:

Attachment(s):

1. 2025-2026 TraCS-PCPD-MOU-ContractAgency --Fully Executed--

Fiscal Impact:

Staff Recommendation:

MEMORANDUM OF UNDERSTANDING
Florida State University (FSU) Traffic and Criminal
Software (TraCS)
WITNESSETH

WHEREAS, on 10/13/2025 | 5:44 AM PDT ("Effective Date") this MOU is entered into by and between The Panama City Police Department, hereafter referred to as PCPD, and the Zephyrhills Police Department, hereafter referred to as Contract Agency (CA), are both criminal justice agencies, formally recognized by the Federal Bureau of Investigation (FBI) and the Florida Department of Law Enforcement (FDLE), and;

WHEREAS, PCPD and the CA are headquartered within the boundaries of the State of Florida, and;

WHEREAS, both PCPD and the CA have entered in Criminal Justice User Agreements (UA) with FDLE and are required to abide by the current FBI Criminal Justice Information System (CJIS) Security Policy (CJISSECPOL) for access to state and national Criminal Justice Information (CJI) as defined by the CJISSECPOL, and;

WHEREAS, the FDLE CJIS Director functions as the CJIS Systems Officer (CSO) for the State of Florida, required by the CJISSECPOL and UA to grant and authorize access to CJI within the State of Florida, and;

WHEREAS, PCPD presently has the benefit of contracting with TraCS, a private vendor, operated and maintained by FSU, which provides access to TraCS, and;

WHEREAS, the CA wishes to utilize the TraCS system for law enforcement purposes, and;

WHEREAS, PCPD is willing to share individual background screening information obtained from state and national fingerprint-based records checks with the CA, in a manner consistent with the requirements of the CJISSECPOL;

WHEREAS, unescorted physical or logical access is defined in Appendix A of the CJISSECPOL under the definition for Access to Criminal Justice Information.

WHEREAS, To facilitate secure and efficient remote technical support, CA can choose to authorize the use of BeyondTrust Remote Support software by all personnel provided in Section 1. This access is granted solely for the purpose of providing IT assistance, troubleshooting, system maintenance, and related support services.

NOW WHEREFORE, the parties agree as follows,

1. FSU will provide the PCPD with a current and complete list of all personnel who require unescorted physical or local access to CJI in TraCS.
2. PCPD will maintain a MOU with the Florida Highway Patrol stating FHP is the lead criminal justice agency for Northwest Regional Data Center (NWRDC), where the TraCS server physically resides.

3. Per the MOU with FHP, FHP will ensure that all NWRDC personnel meet CJIS requirements for personnel screening and will notify PCPD of any personnel change.
4. PCPD will ensure all personnel provided in Section 1, above, are appropriately screened and trained.
5. PCPD will fingerprint and submit the requisite identification information on personnel who require unescorted physical or logical access to CJI in TraCS prior to being granted access. PCPD will use its criminal justice ORI for submitting fingerprints required by the CJISSECPOL and UA. PCPD will retain the fingerprint-based records check, the signed security addendums, completed Security and Privacy Training certificates, and FCIC/NCIC Limited Access certificates for said personnel.
6. PCPD will maintain a current and complete list of all personnel who have been authorized to unescorted physical or logical access to CJI in TraCS. Individual information shall include name, date of birth, and if previously provided, Social Security Number or unique identification to accurately identify the individual.
7. PCPD shall provide to the CA the list of all personnel who are authorized unescorted physical or logical access to CJI inside TraCS.
8. PCPD shall defer to the FDLE CSO regarding any issues with respect to unescorted physical or local access to CJI and/or CJI systems eligibility as required by the CJISSECPOL and UA.
9. When any change occurs to the list of authorized personnel, the PCPD shall provide to the CA the corrected or revised list of authorized personnel, and specifically identify any additions, deletions, or modifications to the list.
10. PCPD will notify the CA in the event that an individual, whether seeking or already authorized unescorted physical or local access to CJI in TraCS, is denied such access by the FDLE CSO.
11. To properly assess any potentially disqualifying information as it becomes available, every year, PCPD shall perform a name-based check via the FCIC message switch, to include, but not limited to, hot files, and state/national criminal history record information searches, on all personnel authorized unescorted physical or local access to CJI in TraCS.

12. Upon notification/determination of any type of reported or observed criminal or other disqualifying activity by an individual authorized access to CJI in TraCS, the PCPD shall immediately notify the CA via formal correspondence of the individual's activity.
13. PCPD shall immediately notify the CA upon learning of the termination or suspension from employment of an individual authorized access to CJI in TraCS.
14. The CA shall be entitled to use, through agents and employees of the PCPD, the TraCS interface located at NWRDC located in Tallahassee, Florida, for the purpose of gaining access to information Systems for law enforcement purposes.
15. The CA agrees to abide by all applicable local, state, and federal laws, rules, and regulations, with regards to the use of any device accessing CJI and/or TraCS under the terms of this agreement.
16. The CA agrees to abide by all terms and conditions of the most recent UA executed into between FDLE and the CA.
17. The CA agrees that it shall make use of the TraCS access in compliance with the CJISSECPOL.
18. If the CA intends to use mobile devices (as defined in the CJISSECPOL), the CA agrees to have and operate a Mobile Device Management (MDM) solution as required by the CJISSECPOL.
19. The CA is responsible for ensuring that each of their users meets CJISSECPOL log in requirements and has multi-factor authentication enabled through the TraCS application user editor in the form of a one-time password using either DUO, Microsoft Authenticator, or Google Authenticator; or static IP filtering implemented in addition to an approved FDLE MFA method at the device level; or other FDLE approved MFA method that integrates with TraCS; as well as secure password requirements enabled through the user editor.
20. The CA is responsible for maintaining a list of commonly-used, expected, or compromised passwords and update the list quarterly and when organizational passwords are suspected to have been compromised directly or indirectly.
21. In compliance with the FDLE UA, the CA agrees to have a formal written policy restricting criminal justice applications and networks access to agency owned devices and forbidding access and use of criminal justice applications and networks access on personally owned or public devices.

22. The CA grants NWRDC permission to retain and host all records created inside TraCS by the CA in accordance with the CJISSECPOL and FDLE UA.
23. The CA acknowledges that backups for all hosted records created inside TraCS by the CA are stored at NWRDC.
24. The CA grants PCPD and aforementioned personnel provided in section 1 permission to view and create records in TraCS on behalf of the CA solely for the purposes of training or troubleshooting.
25. The CA agrees that neither PCPD nor the aforementioned personnel provided in section 1 are responsible for fulfilling public records requests on behalf of the CA. PCPD agrees to forward all public records requests it receives for records created and/or owned as described in section 22 by the CA to the CA.
26. The CA retains ownership of all records created inside TraCS by the CA and responses generated as a direct result of the CA, including user accounts, account access and audit logs, user activity, query history, and query responses, and agrees to fulfill any and all public records requests regarding those records.
27. The CA agrees that neither PCPD nor the aforementioned personnel provided in section 1 are responsible for fulfilling non-governmental, third-party requests for records on behalf of the CA. PCPD and the TraCS agree to forward all records requests received for records created and/or owned as described in section 22 by the CA to the CA.
28. PCPD agrees that the current FCIC Agency Coordinator (FAC) of the CA as recorded with FDLE and/or the current agency head within the CA shall be notified by PCPD of updates and information regarding personnel authorized to access CJI, including but not limited to when an individual is added or removed from the list of authorized users or when an individual on the list is arrested.
29. PCPD shall have formal written guidelines defining the processes associated with implementation of this Agreement.
30. PCPD will forward a copy of this Agreement of the FDLE CSO.
31. The term of this agreement shall commence on the Effective Date and shall remain in force until terminated in accordance with the terms herein.

32. Either party may terminate this Agreement upon thirty (30) days written notice or immediately by PCPD without notice upon finding that the CA has violated terms of this Agreement, or immediately by the CA without notice upon finding that PCPD has violated the terms of this MOU.
33. This agreement constitutes the entire agreement of the parties and may not be modified or amended without written agreement executed by both parties and establishes procedures and policies that will guide all parties to comply and adhere to the CJIS Security Policy.
34. This Agreement supersedes all prior or contemporaneous negotiations, commitments, agreements (written or oral) and writings between PCPD and the CA with respect to the subject matter hereof. All such other negotiations, commitments, agreements and writings will have no further force or effect, and the parties to any such other negotiation; commitment, agreement or writing will have no further rights or obligations there under.

IN WITNESS HEREOF, the parties hereto have caused this Agreement to be executed by the proper officers and officials.

[SIGNATURES ON THE FOLLOWING PAGE]

Panama City Police Department

Agency Name (PCPD)

Signed by:
Mark Smith

Authorized Signatory (PCPD)

Mark Smith #604

Chief of Police

Printed Name / ID #

Title

Zephyrhills Police Department

Agency Name (CA)

Signed by:
Derek Brewer

Authorized Signatory (CA)

Derek Brewer

Derek Brewer

Chief

Printed Name / ID #

Title

The current FBI CJIS CJISSECPOL mandates all agencies connected to the FBI CJIS systems adhere to regulations set forth within the Security Policy. Included within the term "personnel" are all individuals who are utilized by criminal justice agencies to implement, deploy, and/or maintain the computers and/or networks of the criminal justice agency which are used to access FBI CJIS systems. These individuals include city/county IT personnel, and private vendors. The subject of non-criminal justice governmental personnel and private vendors is addressed in Sections 5.1.1.5(1) of the CJIS Security Policy, and the Security Addendum, which can be found in Appendix H.

NOTED ITEMS 4.3

Pinellas County Sheriff's Office Memorandum of Understanding 2025

Issue:

This 2025 Memorandum of Understanding establishes a cooperative relationship between Pinellas County Sheriff's Office and the Zephyrhills Police Department for the use and operation of the PCSO's Inmate Phone System (IPS), known as ViaPath. This agreement grants ZPD authorized remote access to the IPS system for official investigations and/or information-gathering operations.

Background:

Attachment(s):

1. 2025 MOU Inmate Phone System (IPS) Pinellas CSO_ZPD --Fully Executed--

Fiscal Impact:

Staff Recommendation:

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU), which is being executed by Bob Gualtieri, as Sheriff of Pinellas County, Florida (PCSO) and the Zephyrhills Police Department (ZPD) (PARTNER), establishes a relationship for the initiation and operation of the Pinellas County Sheriff's Office Inmate Phone System (IPS), known as ViaPath (formerly Global Tel*Link).

WHEREAS, PCSO, through an application designed and developed by ViaPath, is able to access, monitor, gather and playback certain recorded inmate telephone calls from the IPS; and

WHEREAS, PARTNER, has requested the authority to remotely access, monitor and gather certain information directly from IPS for official investigations and/or information gathering operations.

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual terms and conditions set forth herein, PCSO and PARTNER agree as follows:

1. Term

This Agreement shall begin on the date upon which both parties have signed this MOU and continue until terminated by either party, pursuant to the procedures described in paragraph 4.

2. PCSO agrees:

- a. To provide PARTNER with secure user access to the IPS, subject to the terms and conditions of this MOU and subject to agreement to abide by PCSO policies regarding access to the IPS.
- b. To provide self-paced online training information or provide training for selected PARTNER agency members on the IPS, those selected PARTNER agency members would then provide training to other PARTNER agency members.
- c. To develop and provide standard operating policies and procedures and connectivity protocols to PARTNER to ensure the lawful and proper use of the IPS.
- d. To be responsible for IPS maintenance to ensure reasonable system availability.
- e. To conduct regular user auditing to ensure compliance with this user agreement and all policies and procedures promulgated by PCSO and PARTNER regarding use of the system.

3. Obligations of PARTNER

- a. PARTNER agrees to provide the time, effort, and expertise to successfully implement this project.
- b. PARTNER agrees to commence obligations immediately after MOU acceptance by both parties.
- c. PARTNER agrees to provide the necessary hardware required to allow PARTNER'S members/employees access to the IPS.
- d. PARTNER agrees to follow and adhere to any PCSO directive or connectivity protocol to ensure the lawful and proper use of the IPS. This includes adhering to all restrictions on use of the system as set forth by PCSO.

- e. PARTNER'S members/employees will not share logins/passwords with others and will only distribute recordings of phone calls for criminal prosecution (i.g. State Attorney's Office) or other official agency business.

4. Termination

- a. This MOU may be terminated by either party without cause, upon no less than fifteen (15) calendar days' notice, as long as such termination is made in writing according to the procedure outlined in paragraph 6 of this MOU.
- b. If PARTNER breaches this agreement, including any violations of the policies and procedures regarding system use promulgated by PCSO, this MOU may be terminated by PCSO immediately and without notice.

5. Liability

- a. Each party shall be fully and solely responsible for any violations, neglect, wrongful acts or omissions committed by its respective employees, agents, contractors and subcontractors under this Agreement.
- b. Nothing herein is intended to waive or limit sovereign immunity under state statutory or constitutional law.

6. Delivery of Notices

All notices required under this MOU shall be provided, in writing and sent via U.S. Mail or overnight mail to:

Pinellas County Sheriff's Office:

Administrative Sergeant
Office of the Chief Deputy
Pinellas County Sheriff's Office
P.O. Drawer 2500
Largo, FL 33779-2500

PARTNER:

Chief Derek Brewer
Zephyrhills Police Department
6118 8th Street
Zephyrhills, FL 33542

Zephyrhills Police Department (ZPD) (PARTNER)

By 

Title Derek Brewer, Police Chief

Date 10/03/2025

Pinellas County Sheriff's Office

By 
Bob Gualtieri, Sheriff

Date 10/17/25