



**BOARD OF COUNTY COMMISSIONERS  
MEETING AGENDA**

May 26, 2026

Administration Building,  
4th Floor, BCC Meeting Room, 477 Houston  
Street,  
Green Cove Springs, FL 32043  
4:00 PM

---

**INVOCATION**

Commissioner Renninger

**PLEDGE**

Matthew Lippincott (Sergeant, USMC)

**CALL TO ORDER**

**ROLL CALL**

**PET ADOPTIONS**

**PROCLAMATIONS/RESOLUTIONS**

1. Older Americans Month (May 2026)
2. Mental Health Awareness Month (May 2026)
3. Orange Park Charter Chapter of the American Business Women's Association 50th Anniversary (May 16, 2026)

**PRESENTATIONS**

Waste Management Scholarship Presentation

Division of Inspector General Audit Plan for FY 2026 (N. Miller)

Presentation of the Clay County Popular Annual Financial Report (D. Averett)

**CONSTITUTIONAL OFFICERS**

**APPROVAL OF MINUTES**

4. Board of County Commissioners Meeting Minutes, May 12, 2026.

**PUBLIC COMMENTS**

**CONSENT AGENDA**

5. Finance Business

The Finance Department business is submitted to request approval and ratification by the Board for various warrants and disbursements in order to meet the requirements of Ch. 136.06 (1) FL Statute. Acceptance and disposal of various Board property and various documents are submitted for the Board's information. At times, approval is requested for various finance related issues.

6. Bid No. 25/26-017, Jail Fire Alarm Upgrade (K. Smith)

Approval to post Notice of Intent to Award Bid No. 25/26-017, Jail Fire Alarm Replacement project to Firetrol Protection Systems, Inc. in the amount of \$265,476.00. Approval of award will be effective after the 72-hour protest period was expired.

Fire Sprinkler Services FL, LLC and Redwire, LLC failed to provide a proper Bid Bond, and were deemed Non-Responsive.

**Funding Source:**

Sheriff Countywide Fund - Buildings Jail / Law Enforcement - Jail Fire Alarm - Buildings

7. Bid No. 25/26-074, Oakleaf Community Park Drainage Improvements (K. Smith)

Approval to post Notice of Intent to Award Bid No. 25/26-074, Oakleaf Community Park Drainage Improvements to H&H Land and Marine, LLC in the amount of \$156,770.20. Approval of award will be effective after the 72-hour protest period was expired.

**Funding Source:**

General Fund - Parks & Recreation Administration - Drainage Oakleaf Sports Complex - Infrastructure

8. RFP No. 25/26-084, Mosquito Control Program (K. Smith)

Review of Staff's ranking of the Proposals received for RFP No.25/26-084, Mosquito Control Program.

1. Rentokil North America, Inc. dba Vector Disease Control International - 96.67

2. Clarke Environmental Mosquito Management, Inc. - 87.67

3. Daddy Rabbit Aviation - 27.33

A committee consisting of the Extension Agent III, Public Works Director, and Environmental Services Deputy Director, performed the evaluation and ranking of the responses received. If desired, the Board may request presentations from the Contractors.

If awarded, approval of award will be effective after the 72-hour protest period has expired. Agreements will be negotiated and brought back to the Board for approval.

9. TDC Event Marketing Grants (T. Meyer)
  - TDC Grant Request - J.C. Kitaif Pro Rodeos | 2026 Clay County Pro Rodeo and Western Festival - \$22,400
  - TDC Grant Request - Ignite Dance Competition | 2026 Nationals - \$19,000
  - TDC Grant Request - Free Bird Classic - \$17,000
  - TDC Grant Request - 2026 Seamark Rodeo at the Ranch - \$3,000
  - TDC Grant Request - Moosehaven 2026 4th of July - \$2,000
10. Bid No. 25/26-041, Carl Pugh Park Drainage Improvements (K. Smith)

Approval to post Notice of Intent to Award Bid No. 25/26-041, Carl Pugh Park Drainage Improvements to Kirby Development, Inc., in the amount of \$250,559.42. Approval of award will be effective after the 72-hour protest period has expired.

**Funding Source:**

General Fund - Parks & Recreation Administration - Carl Pugh Drainage - Infrastructure

11. Approval of Memorandum of Understanding between Clay County and Florida Department of Law Enforcement regarding usage of Clay County Gun Range (C. Grimm)
12. Transfer from Fund Reserves \$25,000+ (M. Rood)

Approval of Budget Amendment-00002168 for the following operating budget adjustments for anticipated needs through the remainder of the fiscal year.

A) Transfer from General Fund Reserve - Contingency in the amount of \$1,400,000 for fuel needs.

B) Transfer from \$2 Recording Fee Fund Reserve - Unassigned in the amount of \$37,500 for personnel needs.

Funding Sources: General Fund Reserve - Contingency and \$2 Recording Fee Fund Reserve - Unassigned

13. Grant Agreement with the State of Florida, Department of State for the Design and Construction of the Clay County Archives Building (J. Hysler)

Approval of the Grant Agreement Number 26.h.sc.900.137 with the State of Florida, Department of State for the design and construction of the Clay County Archives Building in the amount of \$1,000,000.00. This project is to be completed by June 30, 2027.

Funding Source:  
Revenue

14. Approval to set Public Hearing on Petition to Vacate Myrtle Boulevard, between Maryland Avenue and Manhattan Avenue, and adoption of Resolution to schedule the Public Hearing (R. Smith/C. Grimm)

### **LETTERS FOR ACTION**

15. Discussion of Appointment to the Tourist Development Council  
An application for appointment was received from Michael Fulker.

### **LETTERS OF DOCUMENTATION**

16. Bid Opening Tabulations (K Smith)  
Bid Opening Tabulations for May 8, 2026:  
A. Bid No. 25/26-074, Oakleaf Community Park - Drainage Improvements  
B. RFP No. 25/26-084, Mosquito Control Program
17. Tourist Development Council Meeting Minutes March 4, 2026

### **PUBLIC COMMENTS**

### **COMMISSION AUDITOR**

### **COUNTY ATTORNEY**

### **COUNTY MANAGER**

### **COMMISSIONERS' COMMENTS**

18. John Radomski Retirement Recognition (A. Scott)

***In accordance with the Americans with Disabilities Act, any person needing accommodations to participate in this matter should contact Clay County Risk Management by mail at P.O. Box 1366, Green Cove Springs, Florida 32043, or by telephone at (904) 679-8596, no later than three (3) days prior to the hearing or proceeding for which this notice has been given. Deaf and hard-of-hearing persons can access the telephone number by contacting the Florida Relay Service at 1-800-955-8770 (Voice) or 1-800-955-8771 (TDD).***



Agenda Item  
Clay County Board of County Commissioners

Clay County Administration Building  
Tuesday, May 26 4:00 PM

TO:                   DATE:

FROM:

SUBJECT:

AGENDA  
ITEM  
TYPE:

---

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	5/20/2026 - 2:49 PM	Item Pushed to Agenda



Agenda Item  
Clay County Board of County Commissioners

Clay County Administration Building  
Tuesday, May 26 4:00 PM

TO: Clay County  
Board of County  
Commissioners

DATE:

FROM:

SUBJECT:

AGENDA ITEM  
TYPE:

---

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	5/20/2026 - 2:49 PM	Item Pushed to Agenda



Agenda Item  
Clay County Board of County Commissioners

Clay County Administration Building  
Tuesday, May 26 4:00 PM

TO:                   DATE:

FROM:

SUBJECT:

AGENDA  
ITEM  
TYPE:

---

ATTACHMENTS:

Description	Type	Upload Date	File Name
▫ 2026 Older Americans Month proclamation	Cover Memo	5/15/2026	2026_Older_Americans_Month_proclamation.ADA_aw.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Communications	Streeper, Lisa	Approved	5/20/2026 - 2:49 PM	Item Pushed to Agenda

**WHEREAS**, May is nationally recognized as Older Americans Month, a time to honor the contributions and resilience of older adults, acknowledge the evolving needs of aging populations, and reaffirm our commitment to their health, independence, and well-being; and

**WHEREAS**, Clay County’s older adult population continues to grow, with residents 65 and older making up 17.8% of the population and many of the county’s 28,000 veterans also being older adults, highlighting the need for health services, caregiver support, and programs that help residents age safely at home; and

**WHEREAS**, many older adults and caregivers face challenges like managing chronic conditions, navigating long-term care, maintaining independence, and overcoming social isolation, and partnerships among governments, nonprofits, service providers, faith groups, neighborhoods, and volunteers help ensure they receive essential support and resources; and

**WHEREAS**, ElderSource, the Aging & Disability Resource Center for Northeast Florida, empowers people to live and age with independence and dignity by coordinating nutrition services, caregiver support, health and wellness initiatives, home and community-based support, and access to benefits and resources; and

**WHEREAS**, the 2026 national theme, “Champion Your Health,” encourages older adults and caregivers to prioritize prevention, wellness, self-advocacy, and healthy aging through community connections and resources, while celebrating older adults who enrich our communities and the caregivers who support them.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of County Commissioners, Clay County, Florida, does hereby proclaim May 2026 as

**OLDER AMERICANS MONTH IN CLAY COUNTY**

and encourages all residents to recognize the value of older adults, support caregivers, participate in health-promoting activities, and Champion Your Health by engaging with programs and services that help people age with independence and dignity.

**DULY ADOPTED** by the Board of County Commissioners, Clay County, Florida, this 26th day of May 2026.

**ATTEST:**

\_\_\_\_\_  
Tara S. Green  
Clerk of Court & Comptroller  
Ex Officio Clerk of the Board

**BOARD OF COUNTY COMMISSIONERS  
CLAY COUNTY, FLORIDA**

\_\_\_\_\_  
Kristen Burke, DC, Chairman

\_\_\_\_\_  
John Sgromolo, Vice Chairman

\_\_\_\_\_  
Alexandra Compere

\_\_\_\_\_  
Jim Renninger

\_\_\_\_\_  
Betsy Condon



Agenda Item  
Clay County Board of County Commissioners

Clay County Administration Building  
Tuesday, May 26 4:00 PM

TO:                      DATE:

FROM:

SUBJECT:

AGENDA  
ITEM  
TYPE:

---

ATTACHMENTS:

Description	Type	Upload Date	File Name
2026 Mental Health Awareness Month proclamation	Cover Memo	5/15/2026	2026_Mental_Health_Awareness_Month_proclamation.ADA_aw.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Communications	Streeper, Lisa	Approved	5/20/2026 - 2:50 PM	Item Pushed to Agenda

**WHEREAS**, mental illness affects millions of Americans, from anxiety and depression to PTSD and other serious conditions, with one in five adults experiencing mental illness each year and one in twenty facing serious mental health challenges; and

**WHEREAS**, stigma, lack of awareness, and barriers to care prevent many from getting help, leaving nearly half of adults and youth untreated, while promoting mental health, raising awareness of community resources, and focusing on prevention and early intervention can greatly reduce the impact of these conditions; and

**WHEREAS**, Clay Behavioral Health Center, Inc. is dedicated to improving the quality of life for Clay County residents by providing affordable, community-based mental health and substance use services, including counseling, psychiatric care, school-based services, and same-day access for youth, adults, seniors, and families; and

**WHEREAS**, the National Alliance on Mental Illness – Jacksonville supports individuals and families affected by mental illness and co-occurring substance use through free support groups, education, advocacy, outreach programs, and community events aimed at reducing stigma and increasing public awareness; and

**WHEREAS**, May 2026 marks the 77th annual Mental Health Awareness Month, and the National Alliance on Mental Illness – Jacksonville’s 2026 theme, “Turning Silence into Connection,” encourages sharing personal stories to reduce stigma and affirms that healing begins in community through connection, understanding, and shared experience.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of County Commissioners, Clay County, Florida, does hereby proclaim May 2026 as

## **MENTAL HEALTH AWARENESS MONTH IN CLAY COUNTY**

and urges all residents to challenge stigma and utilize resources provided by organizations such as the National Alliance on Mental Illness – Jacksonville and Clay Behavioral Health Center to support mental wellness, strengthen relationships, and improve overall quality of life.

**DULY ADOPTED** by the Board of County Commissioners, Clay County, Florida, this 26th day of May 2026.

**ATTEST:**

---

Tara S. Green  
Clerk of Court & Comptroller  
Ex Officio Clerk of the Board

**BOARD OF COUNTY COMMISSIONERS  
CLAY COUNTY, FLORIDA**

---

Kristen Burke, DC, Chairman

---

John Sgromolo, Vice Chairman

---

Alexandra Compere

---

Jim Renninger

---

Betsy Condon



Agenda Item  
Clay County Board of County Commissioners

Clay County Administration Building  
Tuesday, May 26 4:00 PM

TO:                   DATE:

FROM:

SUBJECT:

AGENDA  
ITEM  
TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
2026 American Business Women's Association Proclamation	Cover Memo	5/15/2026	2026_American_Business_Women's_Association_Proclamation.ADA_aw.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Communications	Streeper, Lisa	Approved	5/20/2026 - 2:50 PM	Item Pushed to Agenda

**WHEREAS**, on September 22, 1949, Shirley Cupp, Irma Beisel, Frances Stuckey, and Hilary Bufton Jr. founded the American Business Women’s Association to empower women to pursue professional careers and leadership opportunities at a time when society often discouraged those ambitions; and

**WHEREAS**, for more than 75 years, the American Business Women’s Association has broken barriers and advanced opportunities for women in business by providing professional development, networking support, and recognition, while paving the way for future generations; and

**WHEREAS**, although opportunities for women in business have grown, the mission of the American Business Women’s Association remains to unite and empower women of diverse occupations, while fostering personal and professional growth for themselves and others; and

**WHEREAS**, on May 16, 2026, the Orange Park Charter Chapter of the American Business Women's Association will celebrate 50 years of service and impact in Clay County, Florida, having met monthly for five decades to build community and empower women in the workforce, and proudly continuing to gather at its original charter location, Club Continental in Orange Park, Florida; and

**WHEREAS**, the Orange Park Charter Chapter has strengthened the community by providing leadership opportunities, scholarships, mentorship, lifelong learning, and support that empower women personally and professionally, since its charter date, May 16, 1976.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of County Commissioners, Clay County, Florida, hereby honors and recognizes the

**AMERICAN BUSINESS WOMEN’S ASSOCIATION ORANGE PARK CHARTER CHAPTER #1345**

for 50 years of dedicated service to the Clay County community and congratulates the Chapter on its golden anniversary celebration, “50 Years Strong,” held on Tuesday, May 19, 2026, recognizing five decades of empowering women in business, while honoring the past and embracing the future.

**DULY ADOPTED** by the Board of County Commissioners, Clay County, Florida, this 26<sup>th</sup> day of May 2026.

**ATTEST:**

**BOARD OF COUNTY COMMISSIONERS  
CLAY COUNTY, FLORIDA**

\_\_\_\_\_  
Tara S. Green  
Clerk of Court & Comptroller  
Ex Officio Clerk of the Board

\_\_\_\_\_  
Kristen Burke, DC, Chairman

\_\_\_\_\_  
John Sgromolo, Vice Chairman

\_\_\_\_\_  
Alexandra Compere

\_\_\_\_\_  
Jim Renninger

\_\_\_\_\_  
Betsy Condon



Agenda Item  
Clay County Board of County Commissioners

Clay County Administration Building  
Tuesday, May 26 4:00 PM

TO: Board of County  
Commissioners

DATE: 1/6/2026

FROM: Megan  
Covey, Grants  
Director

SUBJECT:

AGENDA ITEM  
TYPE:

---

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	5/20/2026 - 2:50 PM	Item Pushed to Agenda



Agenda Item  
Clay County Board of County Commissioners

Clay County Administration Building  
Tuesday, May 26 4:00 PM

TO:                   DATE:

FROM:

SUBJECT:

AGENDA  
ITEM  
TYPE:

---

ATTACHMENTS:

Description	Type	Upload Date	File Name
-------------	------	-------------	-----------

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	5/20/2026 - 2:57 PM	Item Pushed to Agenda



Agenda Item  
Clay County Board of County Commissioners

Clay County Administration Building  
Tuesday, May 26 4:00 PM

TO:                   DATE:

FROM:

SUBJECT:

AGENDA  
ITEM  
TYPE:

---

ATTACHMENTS:

Description	Type	Upload Date	File Name
-------------	------	-------------	-----------

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	5/20/2026 - 5:22 PM	Item Pushed to Agenda



Agenda Item  
Clay County Board of County Commissioners

Clay County Administration Building  
Tuesday, May 26 4:00 PM

TO:           DATE:

FROM:

SUBJECT:

AGENDA  
ITEM  
TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
Board of County Commissioners Meeting Minutes, May 12, 2026	Backup Material	5/19/2026	Board_of_County_Commissioners_Meeting_Minutes_May_12__2026.ADA_aw.pdf
Attachment "A" Pet Adoptions	Backup Material	5/19/2026	Attachment_A_Pet_Adoptions.ADA_aw.pdf
Attachment "B" FY24_25 Financial Audit Report	Backup Material	5/19/2026	Attachment_B_FY24_25_Financial_Audit_Report.ADA_aw.pdf
Attachment "C" COMP-26-0001_PUD-26-0002	Backup Material	5/19/2026	Attachment_C_COMP-26-0001_PUD-26-0002.ADA_aw.pdf
Attachment "D" COMP-26-0003_PUD-26-0001	Backup Material	5/19/2026	Attachment_D_COMP-26-0003_PUD-26-0001.ADA_aw.pdf
Attachment "E" Ordinance PUD-26-0001	Backup Material	5/20/2026	Attachment_E_Ordinance_PUD-26-0001.ADA_aw.pdf
Attachment "F" Ordinance Data Centers	Backup Material	5/20/2026	Attachment_F_Ordinance_Data_Centers.ADA_aw.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streper, Lisa	Approved	5/20/2026 - 3:09 PM	Item Pushed to Agenda



## **BOARD OF COUNTY COMMISSIONERS MEETING MINUTES**

May 12, 2026

Administration Building  
4th Floor, BCC Meeting Room  
477 Houston Street  
Green Cove Springs, FL 32043  
4:00 PM

---

### **INVOCATION**

Commissioner Betsy Condon, District 4, gave the Invocation.

### **PLEDGE**

US Navy Lieutenant Commander Jack Campbell led the Pledge of Allegiance.

Chairman Kristen Burke said Lieutenant Commander Jack Campbell served nearly 13 years in the United States Navy as a Naval Dental Officer. During his military career, he was assigned to the 22nd Dental Company and served aboard the USS Yosemite, served as Department Head at the Mayport Dental Clinic, and held other assignments. Lieutenant Commander Campbell is a Decorated Veteran, earning both the Navy Commendation Medal and the Navy Achievement Medal. He chose to serve in part to follow in his father's footsteps, a Marine Corps Radio Operator during World War II, while also pursuing his education. His time in the Navy reinforced the importance of the chain of command. Now a retired Endodontist living on Fleming Island, he continues to serve his community as a Chaplain with the General Roy S. Geiger Marine Corps League Detachment #1047 and is also active with Russell Baptist Church.

Lieutenant Commander Campbell thanked the Board for the invitation to lead the Pledge of Allegiance and spoke briefly about his military career and his appreciation for living in Clay County.

### **CALL TO ORDER**

Chairman Kristen Burke called the meeting to order at 4:03 pm.

### **ROLL CALL**

**Present:** Commissioner District 5 Dr. Kristen T. Burke, Chairman  
Commissioner District 1 John Sgromolo, Vice-Chairman  
Commissioner District 2 Alexandra Compere

Commissioner District 3 Jim Renninger  
Commissioner District 4 Betsy Condon

**Absent:** None

**Staff Present:** County Manager Howard Wanamaker  
County Attorney Courtney K. Grimm  
Commission Auditor Heather Boucher

## **PET ADOPTIONS**

Teresa Capo, Executive Assistant, presented a PowerPoint to provide details for pets available for adoption: Pop-Tart (cat), Bianca (dog), Mira (cat), and Franklin (dog). Ready to meet your new best friend and see who's available - Visit our website to meet our adorable crew looking for their forever home, contact [clayadoptions@claycountygov.com](mailto:clayadoptions@claycountygov.com), or call (904) 269-6342. Pictured is a Esmerelda who is in need of a foster home. If you are interested in helping our furry friends but cannot take one home, please look at our Amazon wish list at Amazon.com. We always need items for our foster kittens and shelter animals. See Attachment A.

## **PROCLAMATIONS/RESOLUTIONS**

1. Clay County History Month & National Historic Preservation Month  
(May 2026)

*Item One (1) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 12, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2012,%202026), beginning at 7:42 and ending at 20:15. Below is a summary of the discussion and the vote for this agenda item.*

Chairman Kristen Burke said each month, during History Month and Historic Preservation Month, we celebrate our local History and those who work to preserve it and educate our community. We have several special guests here today to help us mark the occasion. The Clay County Historical Society is also celebrating its 60th Anniversary.

### **Present for the Proclamation:**

#### Clay County Clerk of Court and Comptroller:

- Tara S. Green - Clay County Clerk and Comptroller
- Mary Justino - PIO/Archives Manager
- Vishi Garig - Archives Supervisor - Historical Division

#### Clay County Historical Society:

- John Bowles - President
- Dr. Cheryl Gonzalez - Co-Chair
- Pat Garlinghouse

- Jan Willems

Historic Preservation Board:

- Steven Griffith
- Gerard Casale
- Barbara Bujak

Tourism Development Department:

- Teddy Meyer - Director of Tourism
- Cher Malta - Tourism Marketing Manager

Clay County School District:

- Mary Owen - K-12 Social Studies Specialist

Commissioner Betsy Condon read the Proclamation for Clay County History Month & National Historic Preservation Month - May 2026.

Vice-Chairman John Sgromolo made a motion for approval of the Proclamation, seconded by Chairman Kristen Burke, which carried 5-0.

Ms. Justino recognized the Clay County Clerk and Comptroller Archive Division and spoke about the display as you entered the room, which represents the 250th anniversary of the United States of America. Ms. Justino also expressed her gratitude for the partnerships, highlighted the upcoming first round of Archival digitization, and thanked the Board for their support and for the Proclamation.

Mr. Bowles recognized those in attendance representing the Clay County Historical Society and mentioned the success of the event held for the Historical Society's 60th Anniversary. Mr. Bowles thanked the Board, the Clerk of Court and Comptroller, and CCSO for their efforts before and during the event.

Ms. Owen expressed her gratitude for the collaboration and partnership shared with the Clay County Clerk of Court and Comptroller and the Archives Division. Ms. Owen thanked the Board for the Proclamation.

Dr. Gonzalez recognized Teresa Moore, who was unable to attend, for all her hard work and efforts with the Railroad History Festival. Dr. Gonzalez expressed her appreciation for the Proclamation and the acknowledgment.

Mr. Meyer recognized the Clay County Archives Division, the Historical Society, and the Preservation Board and spoke about their passion to keep the history of Clay County alive. Mr. Meyer also mentioned the History Passport that is available at [exploreclay.com](http://exploreclay.com).

Mr. Griffith spoke about the duty of the Historical Preservation Board, an advisory board to the BoCC, and mentioned the markers the Board has brought forth, noting that the Board meets on the first Thursday of every month and invited all to attend.

Ms. Malta mentioned that the 250th Passport will also be available on the exploreclay app and thanked the Archives Division for their help with the photos.

## 2. Military Service Day/Memorial Day (May 25, 2026)

*Item Two (2) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 12, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2012,%202026), beginning at 21:09 and ending at 28:10. Below is a summary of the discussion and the vote for this agenda item.*

Chairman Kristen Burke said May 25, 2026, is Memorial Day—a day dedicated to honoring and remembering the men and women of the US military who gave their lives in service to their country in defense of our nation and its values. We have local military veterans here today to help us honor our fallen heroes, and we welcome Erin West from the City of Green Cove Springs as we recognize the 38th Annual Riverfest, held on Memorial Day at Spring Park, as a tribute to the courage and sacrifice of military service members past and present.

### **Present for the Proclamation:**

- Kaleb Risinger, Lieutenant Commander, U.S. Navy
- Robert Beauregard, U.S. Navy Reserves/U.S. Coast Guard Auxiliary
- Mariel Acosta, Corporal, U.S. Marine Corps
- Ansil Lewis, Sergeant Major, U.S. Marine Corps
- John Ruark, Petty Officer 2nd Class, U.S. Navy
- Deslie West, Corporal, U.S. Army
- John Bowles, Combat Engineer, U.S. Army
- Erin West, Green Cove Springs City Clerk
- Ashley Gilmore, Specialist, U.S. Army
- Commissioner Jim Renninger, Captain, U.S. Navy
- Jack Campbell, Lieutenant Commander, U.S. Navy
- Howard Wanamaker, Captain, U.S. Navy
- Aubrey Scott, Petty Officer 3rd Class, U.S. Navy
- Paulo Osorio, Senior Chief Petty Officer, U.S. Navy
- Jason Clark, Petty Officer 3rd Class, U.S. Navy

Vice-Chairman John Sgromolo read the Proclamation for Military Service Day/Memorial Day - May 25, 2026.

Commissioner Jim Renninger made a motion for approval of the Proclamation, seconded by Commissioner Alexandra Compere, which carried 5-0.

Each Veteran in attendance mentioned their branch of service and dates of service.

Ms. West spoke about the upcoming event to be held in Green Cove Springs on Memorial Day - Riverfest - starting at 10:00 am.

## 3. EMS Week (May 17-23, 2026)

*Item Three (3) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 12, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2012,%202026), beginning at 28:40 and ending at 38:12. Below is a summary of the discussion and the vote for this agenda item.*

Chairman Kristen Burke said May 17-23, 2026, is designated as Emergency Medical Services Week to honor and recognize the men and women of Emergency Medical Services for their skill, courage, and commitment to saving lives and protecting our communities every day, and to recognize the outstanding work of our local EMS professionals.

**Present for the Proclamation:**

- Chief Lorin Mock - Fire Chief
- Dr. Justin Deaton - CCFR Medical Director
- Lieutenant Christopher Carney - Critical Care Paramedic

Commissioner Alexandra Compere read the Proclamation for EMS Week - May 17-23, 2026.

Commissioner Jim Renninger made a motion for approval of the Proclamation, seconded by Chairman Kristen Burke, which carried 5-0.

Dr. Deaton provided details and information on an update to pre-hospital care in Clay County, including resources available in ambulances before arrival at the hospital. Dr. Deaton also recognized Chief Jairo Herrera and Lieutenant Carney and spoke about their outstanding work and achievements.

Commissioner Compere spoke about attending the awards ceremony for the Clay County Fire Fighters, the moving experience, and mentioned the life-saving efforts of the little girl from the capsized boat a couple of years ago, and the impact on her life. Commissioner Compere expressed her gratitude to the firefighters for all they do.

#### 4. National Safe Boating Week (May 16-22, 2026)

*Item Four (4) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 12, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2012,%202026), beginning at 38:32 and ending at 42:25. Below is a summary of the discussion and the vote for this agenda item.*

Chairman Kristen Burke said May 16-22, 2026, is National Safe Boating Week, recognized to raise awareness of boating safety and help prevent accidents, injuries, and fatalities on the water by encouraging boaters to learn and follow safe boating practices.

**Present for the Proclamation:**

- Chuck Whipple - Past Flotilla Commander 14-08
- Edwin Dendor - Flotilla Staff Officer

- Dan Hess - Past Flotilla Commander
- Bob Beauregard - Member

Commissioner Jim Renninger read the Proclamation for National Safe Boating Week - May 16-22, 2026.

Commissioner Betsy Condon made a motion for approval of the Proclamation, seconded by Chairman Kristen Burke, which carried 5-0.

Mr. Whipple mentioned the Auxiliary's duties: to encourage boating safety, check boating equipment, and hold monthly boating safety classes. Mr. Whipple thanked the Board for honoring and respecting that boating safety is important for the community.

## **PRESENTATIONS**

Fiscal Year 2024/2025 Financial Audit Report (Z. Chalifour/B. McKittrick)

*Presentation can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 12, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2012,%202026), beginning at 43:10 and ending at 52:33. Below is a summary of the discussion.*

Brendan McKittrick, CPA/Partner at James Moore and Company and Zach Chalifour, CPA/Partner at James Moore and Company to present a PowerPoint presentation to provide an overview and details for the FY24/25 Financial Audit Report. See Attachment B.

There were questions and discussions regarding, determining the difference between a material weakness, significant deficiency and a "other" recommendation, and the reference to solid waste - restricted fund vs. an unrestricted fund,

## **CONSTITUTIONAL OFFICERS**

There were no Constitutional Officer comments.

## **APPROVAL OF MINUTES**

5. Board of County Commissioners Meeting Minutes, April 28, 2026

Commissioner Jim Renninger made a motion for approval of the April 28, 2026, Meeting minutes, seconded by Vice-Chairman John Sgromolo, which carried 5-0.

## **PUBLIC COMMENTS**

Chairman Kristen Burke opened the floor for public comment at 4:53 pm.

Hearing no other comments, Chairman Kristen Burke closed public comment at 4:53

pm.

## **CONSENT AGENDA**

### 6. Finance Business

The Finance Department business is submitted to request approval and ratification by the Board for various warrants and disbursements in order to meet the requirements of Ch. 136.06 (1) FL Statute. Acceptance and disposal of various Board property and various documents are submitted for the Board's information. At times, approval is requested for various finance related issues.

### 7. Bid No. 25/26-027, Firefighter Gear Storage Construction (K. Smith)

Approval to post Notice of Intent to Award Bid No. Bid No. 25/26-027, Firefighter Gear Storage Construction Project to Baker Consulting & Engineering LLC, Baker Design Build in the total amount of \$105,650.07, inclusive of the Base Bid - Fire Station 26, Alternate Bid #1 - Fire Station 14, and Alternate Bid #2 - Fire Station 17. Approval of award will be effective after the 72-hour protest period has expired.

#### **Funding Source:**

General Fund - Rescue Services - Fire Rescue Storage Sheds - Machinery and Equipment

### 8. FY 2025/2026 Schedule of Fees and Services (M. Rood/T. Nagle)

Approval of Resolution No. 2024/2025-49 AM2 to update the FY 2025/2026 Schedule of Fees and Services for the Planning Department pertaining to Mobility and School Concurrency Application Fees.

### 9. Resolution approving a Plan of Financing involving the issuance by the Housing Finance Authority of Clay County, Florida, of its Single Family Mortgage Revenue Bonds, in an aggregate principal amount not to exceed \$36,604,808, in one or more series, to provide funds to be used for future affordable housing projects in Clay County (T. Sumner)

### 10. Budget Resolution(s) for Grant(s) Awarded Under \$50,000 (J.Hysler)

Approval of budget resolution to record revenue received from the Florida Department of Health (DOH), Emergency Medical Services County Contribution FY25/26 in the amount of \$25,339.50. Funds are to be used to improve and expand prehospital emergency medical services.

Funding Sources: General Fund (75%) and Fire Control MSTU Fund (25%) Revenue / State Grants - Public Safety

### 11. Resolution approving the submittal of an application to the US

Department of Transportation for Funding under the Safe Streets and Roads for all (SS4A) Grant Program for the Clay County Safe Streets & Regional Access Initiative. (C. Curington)

12. Approval of Grant of ROW Easement to Clay Electric Cooperative, Inc. for Clay County Fair Grounds barn project (R. Smith)

*Consent Agenda can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 12, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2012,%202026), beginning at 54:02 and ending at 56:19. Below is a summary of the discussion.*

Vice-Chairman John Sgromolo requested that item 8 - FY 2025/2026 Schedule of Fees and Services be pulled for discussion.

Commissioner Alexandra made a motion for approval of the Consent Agenda except item 8, seconded by Commissioner Betsy Condon, which carried 5-0.

Vice-Chairman John Sgromolo noted that he pulled item 8 to address the schedule of fees/mobility fees, spoke to the action the Board took previously and the reason for the increase in fees.

Following the comments, Vice-Chairman John Sgromolo made a motion for approval of item 8, seconded by Commissioner Betsy Condon, which carried 5-0.

## **DISCUSSION/UPDATES**

13. Progress Report on the Bonded Transportation Program and Other Capital Projects (Capital Projects Team)

*Item Thirteen (13) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 12, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2012,%202026), beginning at 56:21 and ending at 1:17:18. Below is a summary of the discussion and the vote for this agenda item.*

Ed Dendor, Director of the Bonded Transportation Program, addressed the Board to give a brief overview of the progress report for the BTP and other capital projects. The information discussed is attached to the agenda. Below are projects highlighted:

- **Project #1 – CR 218 from Masters Pit Road to Pine Tree Lane:** The County's team and Anderson Columbia (AC) continued their bi-monthly status meetings. AC continued the installation of drainage structures, pipes, sub-base and base materials, curbing and median work along the north side of this project. This project is 70% paid out and 97% of time used.
- **Projects #2 - CR209 from US17 to Peters Creek Bridge:** The County's team and Superior (SCC) continued their bi-monthly status meetings. SCC placed sub-base and base material on the east side of the north/south section of CR209 west of railroad tracks. They continued constructing the clay cut-off wall at Pond 2 while

moving clay material from Pond 2 to Pond 3, which is being used for the clay pond liner. SCC placed asphalt and pavement markings on the south side of CR 209 from the railroad tracks to US 17. The median separator was placed between US17 and Mitchells Road. This project is on schedule with 74% paid out and 71% of the time spent.

- **Project #3B – CR739B & part of CR209:** (Connects the east-end of project #4 on Sandridge Road and runs through the roundabout to CR209B.) The County, GAI and Kiewit (KISC) held their bi-monthly status meetings. KISC completed the excavation and started installing sod at pond site 2, located on CR209 while working through punch list items. This project is 83% paid out and 145% of time elapsed.
- **Project #5 (CR220) and Project #6A (CR315):** The team continues to wait for USACOE to Issue the permits. Plan sets will be signed and sealed once received.
- **BTP Projects #3A, #4 and #6B:** Complete.

Following the BTP update, Ed Dendor, Capital Projects Manager, and Richard Smith, Director of Engineering, provided details and information for the update on the Capital Projects.

Mr. Dendor noted that the current county project list holds 262 projects. Total portfolio of work equals \$216,340,342.00, split across 25 departments.

The Capital Projects Department is managing 85 of the 157 Projects across 13 different departments, accounting for roughly \$102,254,106.00, and the Public Safety Bond, amount spent to date: \$21.3M, or 33% of \$65M.

#### **Projects Highlighted:**

- Fire Station 1
- Fire Station 5
- Fire Station 13
- Fire Station 15
- Fire Station 16
- Fire Station 20
- Fire Station 21
- Fire Station 22
- Fire Station 24
- Fire Training Facility

#### **Vertical Projects- Conceptualize, Design and Construction:**

- Animal Services Shelter
- Economic Development Building
- Moccasin Slough Boardwalk
- Oakleaf Library
- 4th Floor & Entry Design and Renovation (Courthouse)

#### **Engineering Projects:**

- CR220 Bridge Replacement and 4-Lane Widening Projects
- The Live Oak Lane/Greenway Trail Project
- Spencer Industrial Drive
- CR220 @ East-West Parkway Intersection Improvements
- CR220 Resurfacing Project (US 17 to west of Brookstone Drive)
- Lake Geneva Restoration Project
- Radar Road
- Long Bay Road @ Old Jennings Road Intersection Improvement

**Community Development Block Grant (CDBG) Sidewalk Update:**

- The Mallard Road Sidewalk Project
- Blue Jay Drive Sidewalk Project (from CR218 to Harvest Way)

**FDOT Update:**

- US 17 Resurfacing, Restoration, and Rehabilitation:
  - Eagle Harbor Parkway to Water Oak Lane
  - Black Creek Bridge to Oak Street
- Blanding Boulevard (SR 21) @ Wells Road Intersection Improvements
- SR16 Resurfacing, Restoration, and Rehabilitation (US 17 to SR 21)

**Looking Ahead:**

- Town Center Boulevard Resurfacing Project
- Doctors Lake Drive Resurfacing Project
- Lakeview Street and Hilltop Street
- Foxmeadow

There were comments, questions, and discussions to clarify that staff had addressed the complaint submitted, the completion of the intersection at 209, improvements, the addition of the turning lane in Penney Farms, the light at Mahama Bluff, the timeline for completion of the improvements at the bridge and the location for where the AT&T phone vault was found.

**14. Active & Upcoming Formal Solicitations (J. Loos)**

*Item Fourteen (14) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 12, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2012,%202026), beginning at 2:05:11 and ending at 2:09:27. Below is a summary of the discussion and the vote for this agenda item.*

Jessica Loos, Senior Purchasing Officer, addressed the Board to provide details and information on the formal solicitations. The information discussed is attached to the agenda.

There were questions and discussions to clarify of the mobile storage trailers for CCFR.

**TIME CERTAIN - 5:00 p.m. or as soon thereafter as can be heard.**

15. Public Hearing to consider PUD 25-0009. (District 5, Burke) (B. Carson)  
This application is a Rezoning to change 2.46 acres from Commercial Recreation District (BB-5) to Planned Commercial Development District (PCD).

This item was continued to the June 2, 2026 Planning Commission Meeting.

*Item Fifteen (15) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 12, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2012,%202026), beginning at 1:17:27 and ending at 1:18:36. Below is a summary of the discussion and the vote for this agenda item.*

Beth Carson, Director of Planning and Zoning, noted that the application for PUD-25-0009 was continued at the Planning Commission Meeting. However, a public hearing would be required due to the advertisement.

Chairman Kristen Burke opened the floor for the public hearing at 5:18 pm.

Hearing no comments, Chairman Kristen Burke closed the public hearing at 5:18 pm.

Commissioner Jim Renninger made a motion for approval of the continuance to the June 2, 2026, PC meeting and the June 23, 2026, BoCC meeting, which carried 5-0.

16. Public Hearing to consider adoption of COMP 26-0002. (District 5, Comm. Burke) (D. Selig)  
The applicant has requested a continuation to the July 7, 2026, Planning Commission Meeting.

This application is a FLUM amendment to change 46.39 acres from Branran Field Primary Conservation Network (BF-PCN) to Branran Field Master Planned Community (BF-MPC).

*Item Sixteen (16) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 12, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2012,%202026), beginning at 1:18:37 and ending at 1:20:43. Below is a summary of the discussion and the vote for this agenda item.*

Dodie Selig, Chief Planner, noted that the application for COMP-26-0002 was continued at the Planning Commission Meeting. However, a public hearing would be required due to the advertisement.

Chairman Kristen Burke opened the floor for the public hearing at 5:19 pm.

Hearing no comments, Chairman Kristen Burke closed the public hearing at 5:19 pm.

Vice-Chairman John Sgromolo made a motion for approval of the continuation to the July 7, 2026, Planning Commission meeting and the July 28, 2026, BoCC meeting, seconded by Commissioner Jim Renninger. Commissioner Condon had clarifying comments regarding statements from the Planning Commission meeting requesting that the Commission not approve the continuance. The motion carried 5-0.

**17. Public Hearing on Petition to Vacate a Portion of Florida Farms and Industries Company's Property Plat (R. Smith/C. Grimm)**

*Item Seventeen (17) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 12, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2012,%202026), beginning at 1:20:44 and ending at 1:24:14. Below is a summary of the discussion and the vote for this agenda item.*

Courtney Grimm, County Attorney, addressed the Board to provide details and information for the public hearing on a petition to vacate property as indicated above.

Chairman Kristen Burke opened the floor for the public hearing at 5:21 pm.

John Gross, 2560 SR16 West, Green Cove Springs, Florida, addressed the Board to express concerns regarding a letter he received and markers placed on his property.

Hearing no other comments, Chairman Kristen Burke closed the public hearing at 5:23 pm.

Commissioner Betsy Condon made a motion for approval, seconded by Vice-Chairman John Sgromolo, which carried 5-0.

**18. Final Public Hearing to consider adoption of COMP 26-0001 and PUD 26-0002. (District 4, Comm. Condon) (D. Selig)**

**A. COMP 26-0001**

This application is FLUM Amendment to change 17.47 acres from Rural Residential (RR) to Industrial (IND).

**B. ZON 26-0002**

This application is a rezoning to change from Private Services-1 (PS-1) to Planned Industrial Development (PID).

*Item Eighteen (18) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 12, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2012,%202026), beginning at 1:24:16 and ending at 1:42:41. Below is a summary of the discussion and the vote for this agenda item.*

**All those wishing to speak were sworn in.**

Dodie Selig, Chief Planner, presented a PowerPoint presentation to provide details and information for the final public hearing to consider COMP-26-0001 and PUD-26-0002, as indicated above. See Attachment C.

Josh Cockrell, of The StellaRea Group, the applicant's agent, addressed the Board to provide more details and information regarding the requested change.

Chairman Kristen Burke opened the floor for the public hearing at 5:38 pm.

Hearing no comments, Chairman Kristen Burke closed the public hearing at 5:38 pm.

Following comments addressed to the agent, Commissioner Betsy Condon made a motion for approval of COMP-26-0001, seconded by Commissioner Jim Renninger, which carried 4-1, with Vice-Chairman John Sgromolo in opposition.

Commissioner Betsy Condon made a motion for approval of PUD-26-0002, seconded by Commissioner Jim Renninger, which carried 4-1, with Vice-Chairman John Sgromolo in opposition.

19. Final Public Hearing to consider COMP 26-0003 and PUD 26-0001.  
(District 4, Comm. Condon) (B. Carson)

A. COMP 26-0003

This application is a FLUM amendment to change 14 acres from Agriculture/ Residential (AR) to Commercial (COM).

B. PUD 26-0001

This application is a Rezoning to change 60.49 acres from Rural Estates District (AR-2) and Commercial and Professional Office District (BA-2) to Planned Commercial Development District (PCD).

*Item Nineteen (19) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 12, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2012,%202026), beginning at 1:42:41 and ending at 2:04:06. Below is a summary of the discussion and the vote for this agenda item.*

Beth Carson, Director of Planning and Zoning, presented a PowerPoint presentation to provide details and information for final the public hearing to consider COMP-26-0003 and PUD-26-0001, as indicated above. See Attachment D. Ms. Carson also provided the update Ordinance with the amended language. See Attachment E.

The property's location was clarified; it is in the Keystone Heights District.

Colin Groff of Black Creek Engineering, and agent for the applicant, addressed the Board to provide more details and information regarding the requested change.

There were questions and discussions regarding extension of the buffer, removal of uses - automotive parts, the conditional use for RV and Storage, changes that would come back to the Board, percentage for buffering and lighting standards, possible traffic issues in the future and impact fees.

Chairman Kristen Burke opened the floor for the public hearing at 6:03 pm.

Hearing no comments, Chairman Kristen Burke closed the public hearing at 6:03 pm.

Commissioner Betsy Condon made a motion for approval of COMP-26-0003, seconded by Vice-Chairman John Sgromolo, which carried 5-0.

Commissioner Betsy Condon made a motion for approval of PUD-26-0001, seconded by Commissioner Alexandra Compere, which carried 5-0.

20. Public Hearing on Petition to Close, Vacate and Abandon Co-Sar Avenue, Middleton Road, Co-Sar Circle, Circle Drive West and Sandalwood Street (R. Smith/C. Grimm)

*Item Twenty (20) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 12, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2012,%202026), beginning at 2:04:08 and ending at 2:05:08. Below is a summary of the discussion and the vote for this agenda item.*

Courtney Grimm, County Attorney, addressed the Board to provide details and information for the public hearing on a petition to close, vacate, and abandon roadways as indicated above.

Chairman Kristen Burke opened the floor for the public hearing at 6:04 pm.

Hearing no comments, Chairman Kristen Burke closed the public hearing at 6:04 pm.

Commissioner Betsy Condon made a motion for approval, seconded by Commissioner Alexandra Compere, which carried 5-0.

## **LETTERS FOR ACTION**

21. Discussion of Appointment to the Fleming Island Citizens Advisory Committee

Shaun Maberry submitted an application to fill a vacancy.

*Item Twenty-One (21) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 12, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2012,%202026), beginning at 2:09:30 and ending at 2:09:55. Below is a summary of the discussion and the vote for this agenda item.*

Chairman Kristen Burke opened the floor to discuss the appointment to the Fleming Island Citizens Advisory Committee as indicated above.

Vice-Chairman John Sgromolo noted that he met with Mr. Maberry and believes he will be a good fit.

Vice-Chairman John Sgromolo made a motion for approval, seconded by Commissioner Jim Renninger, which carried 5-0.

## **LETTERS OF DOCUMENTATION**

### 22. Bid Opening Tabulations (K Smith)

Bid Opening Tabulation for April 28, 2026:

A. Bid No. 25/26-041, Carl Pugh Park - Drainage Improvements

Bid Opening Tabulation for May 5, 2026:

A. Bid No. 25/26-017, Jail Fire Alarm Upgrade - Clay County Jail

Chairman Kristen Burke acknowledged the Letters of Documentation.

## **PUBLIC COMMENTS**

Chairman Kristen Burke opened the floor for public comment at 6:10 pm.

Hearing no comments, Chairman Kristen Burke closed public comment at 6:10 pm.

## **COMMISSION AUDITOR**

Heather Boucher, Commission Auditor had no comments.

## **COUNTY ATTORNEY**

*County Attorney can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 12, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2012,%202026), beginning at 2:10:19 and ending at 2:11:36. Below is a summary of the discussion.*

Courtney Grimm, County Attorney, provided details to follow up on the petition presented by Reinhold and Klare Timber after they met with Mr. Gross. County Attorney Grimm noted that the CRC would meet for their third and final hearing on May 18, 2026. County Attorney Grimm also provided information regarding the E-Bike legislation. County Attorney Grimm also noted that interviews for Judge Mobley's position at County Court would be held Thursday, May 14, 2026.

## **COUNTY MANAGER**

*County Manager can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 12, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2012,%202026), beginning at 2:11:36 and ending at 2:12:05. Below is a summary of the discussion.*

Howard Wanamaker, County Manager, reminded everyone of the upcoming BoCC Budget Workshop on Tuesday, June 9, 2026, from 9:00 to 11:00 am in the BoCC

Boardroom.

## **COMMISSIONERS' COMMENTS**

*Commissioners' can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 12, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2012,%202026), beginning at 2:12:06 and ending at 3:01:40. Below is a summary of the discussion.*

Commissioner Betsy Condon congratulated the Keystone Heights High School Boys' Weightlifting Team, which won the State title. Commissioner Condon shared a story about a gentleman forming a prayer circle at Keystone Beach to pray for rain. The next day was the first day it had rained in months, and the National Day of Prayer was held, and again, people prayed for rain. It has rained since. They are putting events together called "Pray for Clay". Commissioner Condon discussed the event at her church on CPR, First Aid, and AED training and shared the takeaways. Commissioner Condon provided an update on the grocery store situation in Keystone Heights: the projected opening date for the Winn-Dixie at Hitchcock's site is July 31, 2026. Commissioner Condon spoke about attending the NEFRC meeting, suggested that the Board research and possibly adopt an Ordinance regarding Data Centers, and provided information gathered from that meeting. See Attachment F. Commissioner Condon noted that Commissioner Renninger inquired at the last meeting about the Keystone Heights CRA and noted that there would be an update provided at a future BoCC meeting.

Vice-Chairman John Sgromolo also congratulated the weightlifters and the two local baseball programs —Clay High Blue Devils and the St. Johns Country Day Spartans. Vice-Chairman Sgromolo spoke about attending the moving ceremony for the Police Memorial and the importance of continuing to recognize those fallen officers who paid the ultimate sacrifice. Vice-Chairman Sgromolo recognized Intern Taylor White and wished him well in his future, and mentioned that there would be another opportunity for a student to intern.

Commissioner Alexandra Compere spoke about attending the Fire Fighters Awards and what an honor it was. Commissioner Compere talked about the National Day of Prayer and about attending the touching, moving service at Penney Farms. The National Day of Prayer is always on the first Thursday of May and is open to the public.

Commissioner Jim Renninger mentioned the breakfast held by Challenge Enterprise, celebrating their service to the community. There was also a ribbon-cutting for Waste-Not Want-Not. Commissioner Renninger spoke about attending the Fire Fighter Awards Ceremony and mentioned what the event exemplifies. Commissioner Renninger discussed the event held for the National Rail Association, "Pathways to Eliminate Railway Crossings." Commissioner Renninger spoke about attending the Advanced Air Mobility Symposium held in Daytona, Florida, and the information received. Commissioner Renninger also mentioned upcoming events: Riverfest to be held on Memorial Day - May 25, 2026, and the Clay County Supervisor of Elections Event to be held on May 21, 2026, congratulating centurions of Penney Farms who voted through their 100th year. Commissioner Renninger touched on the Data Centers topic - while Nassau County has a moratorium, Palm Coast is building a center. Commissioner Renninger mentioned looking into land development codes for air transport/heliports, as

well as mentioning his concerns regarding health care costs and pollution in Doctors Lake. Commissioner Renninger said he sometimes feels negative about the future, but he witnessed graduates from Emory-Reinhold who were compassionate and enthusiastic about the future.

Chairman Kristen Burke spoke about her enjoyment of attending the touching Police Memorial event. Chairman Burke noted that Heather Boucher, the Commission Auditor, approached her to request that the Board consider amending her contract to increase her salary and benefits.

Each Commissioner had comments on the request, and there was a lengthy discussion regarding process and procedure, as well as a previously performed salary study.

Following all discussions, the Board agreed to review the contract and appointed Commissioner Renninger as the designee to oversee the process.

Chairman Burke spoke about the upcoming graduation in Clay County, her baby, Khloe, who is graduating, and wished all the 2026 Graduates the best of luck.

Hearing no further business, Chairman Kristen Burke adjourned the meeting at 7:01 pm.

Attest:

---

Tara S. Green  
Clay County Clerk of Court and Comptroller  
Ex Officio Clerk of the Board

---

Chairman or Vice-Chairman

## **Acronym Definitions**

AED – Automated External Defibrillator

BoCC/BCC - Board of County Commissioners

BTP – Bonded Transportation Program

CCFR – Clay County Fire Rescue

CCSO – Clay County Sheriff's Office

CPA – Certified Public Accountant

CR – County Road

FY – Fiscal Year

NEFRC – Northeast Florida Regional Council

SR – State Road

ZON – Rezone

**Attachment**  
**“A”**  
**Pet Adoptions**



# Pop Tart

**ANIMAL ID:** A0060928694

**SEX:** Neutered Male

**BREED:** Domestic Short hair, 4 years old; 9 pounds

**LOCATION:** CCAS Main Shelter in Green Cove Springs

**ABOUT:** Pop Tart is as sweet as his name and absolutely stunning to look at! With his beautiful markings and charming personality, he's impossible to ignore. Whether he's lounging like royalty or curiously exploring his surroundings, Pop Tart is ready to add a little extra sweetness to his future home.

[claycountygov.com/adopt](http://claycountygov.com/adopt)



# Bianca

**ANIMAL ID:** A0060269040

**SEX:** Spayed Female

**BREED:** Mixed Breed; 3 years old 54 pounds

**LOCATION:** CCAS Main Shelter in Green Cove Springs

**ABOUT:** Bianca is the perfect mix of sweet, silly, and curious. She loves hanging out with her gentle dainty dog crew, exploring every corner of the yard, and collecting snacks like it's her full-time job. This playful girl has a big personality, a goofy bounce when she gets excited, and the cutest little spark about her. Bianca is learning that good things come from slowing down and trusting her people, and she's already making great progress. If you're looking for a fun best friend who will keep you smiling and happily join you for adventures (especially if treats are involved), Bianca might just be your girl.

[claycountygov.com/adopt](http://claycountygov.com/adopt)



# Mira

**ANIMAL ID:** A0060802974

**SEX:** Spayed female

**BREED:** Domestic Short hair, 2 year old; 10 pounds

**LOCATION:** CCAS Main Shelter in Green Cove Springs

**ABOUT:** Mira is ready to pounce right into your life — and you can totally tell by her picture! This playful girl is full of curiosity, charm, and a little bit of mischief. She's always on the lookout for her next toy, cozy nap spot, or opportunity to steal the spotlight. Mira is the perfect mix of goofy and adorable, and she's ready to bring fun, zoomies, and main character energy to her future home.



[claycountygov.com/adopt](https://claycountygov.com/adopt)



# Franklin

**ANIMAL ID:** A0060900155

**SEX:** Neutered Male, Heartworm Negative

**BREED:** Mix Breed; 11 months old; 39 pounds  
Heartworm Negative

**LOCATION:** CCAS Main Shelter in Green Cove Springs

**ABOUT:** Meet Franklin — an 11-month-old black-and-white pup with BIG puppy energy and an even bigger personality! This goofy boy loves to play, zoom around the yard, and keep everyone laughing with his silly antics. Franklin does well with other dogs who can match or tolerate his playful energy and would thrive in an active home ready for nonstop fun and puppy adventures.

[claycountygov.com/adopt](https://claycountygov.com/adopt)



## Ready to Meet Your New Best Friend?

Our adoptable animals are waiting to add some extra love and fun to your life. From wagging tails to purring kitties, we've got the perfect companion just for you. 🐶 🐱

Want to see who's available? Head over to our website and meet our adorable crew looking for their forever homes.

Got questions? Drop us a line at

**[Clayoptions@claycountygov.com](mailto:Clayoptions@claycountygov.com)** and let's chat!

Don't wait! Your new best friend is just a click away! 🏠 ❤️

*\*Pictured: Kittens like Esmerelda are always in need of foster parents.*

We are always in need of foster homes where they can grow, receive socialization and even medical fosters, and get the care they need until they are ready for adoption. Could you provide a loving temporary home for one of our foster animals? If so, please contact us at [clayfosters@claycountygov.com](mailto:clayfosters@claycountygov.com)

# [claycountygov.com/adopt](https://claycountygov.com/adopt)



If you are interested in helping our furry friends but can't bring one home, please take a look at our Amazon wish list. We are always in need of items for the shelter animals.

[Amazon.com](https://www.amazon.com)

[claycountygov.com/adopt](https://claycountygov.com/adopt)

**Attachment  
“B”  
FY 24/25 Financial  
Audit Report**

# Clay County, Florida

Annual Audit for the Year Ended  
September 30, 2025

Presented by:  
Zach Chalifour, CPA  
Brendan McKitrick, CPA, CISA



# Independent Auditors' Reports

- **Audit Report (pages 8-10)**
  - Unmodified opinion
- **Single Audit Internal Control and Compliance Report (pages 166 - 168)**
  - Federal and State single audit
  - No findings
- **Internal Control and Compliance Report (pages 169 - 170)**
  - No material weaknesses or noncompliance
- **Chapter 10.550 Auditor General Report (pages 171 - 173)**
  - 2 other recommendations
- **Independent Accountants' Examination Report (page 174)**
  - No noncompliance noted

# Audit Summary – Internal Control Comments

Audit	Material Weaknesses	Significant Deficiencies	Other Recommendations
BOCC	-	-	2
Clerk	-	-	-
Sheriff	-	-	-
Tax Collector	-	-	-
Property Ap.	-	-	-
Supervisor	-	-	-
<b>Total</b>	-	-	<b>2</b>

## History of Fund Balance in the General Fund:

<u>Fund Balance</u>	<u>9/30/2025</u>	<u>9/30/2024</u>	<u>9/30/2023</u>	<u>9/30/2022</u>
Nonspendable	\$ 1,295,596	\$ 1,307,564	\$ 1,339,675	\$ 930,813
Restricted	-0-	-0-	-0-	-0-
Committed	-0-	-0-	-0-	-0-
Assigned	20,817,912	40,132,602	35,079,839	24,769,829
Unassigned	33,550,010	25,841,803	34,715,617	39,813,980
<b>Total</b>	<b>\$ 55,663,518</b>	<b>\$ 67,281,969</b>	<b>\$ 71,135,131</b>	<b>\$ 65,514,622</b>

## General Fund (continued)

*GFOA Recommendation: Minimum of 2 Months (16.7%) of recurring expenditures and transfers out in assigned + unassigned fund balance.*

Total Assigned/Unassigned Fund Balance	\$ 54,367,922
2025 Expenditures and Transfers Out	\$ 218,649,816
Percentage Assigned/Unassigned Fund Balance as % of 2025 Expenditures and Transfers out	24.9%
Prior Year Percentage	34.6%

## History of Unrestricted Net Position:

Fund	2025	2024	2023	2022
Solid Waste	\$ 50,873,841	\$ 47,390,881	\$ 42,299,068	\$ 37,422,847
Universal Collection	5,300,425	2,570,482	2,555,307	3,827,501

# Other Highlights

- **Other Governmental Funds**

- Fund Balance at 9/30/2025: \$222,551,092
- Increase (Decrease) for year: \$(56,844,633)
- No instances during testing of restricted/committed funds not used to required purpose
- No individual fund deficit fund balances

- **Net Pension Liability**

- \$159 million theoretical liability
- No direct financial impact
- All required monthly contributions made

# QUESTIONS



**Attachment**  
**“C”**  
**COMP-26-0001**  
**PUD-26-0002**

Small Scale Comprehensive Plan Future Land Use Map  
Amendment:

COMP 26-0001

Rezoning Application:

PUD 26-0002

Board of County Commissioners  
May 12, 2026



# Application Information

Applicant: Josh Cockrell (The StellaRea Group)

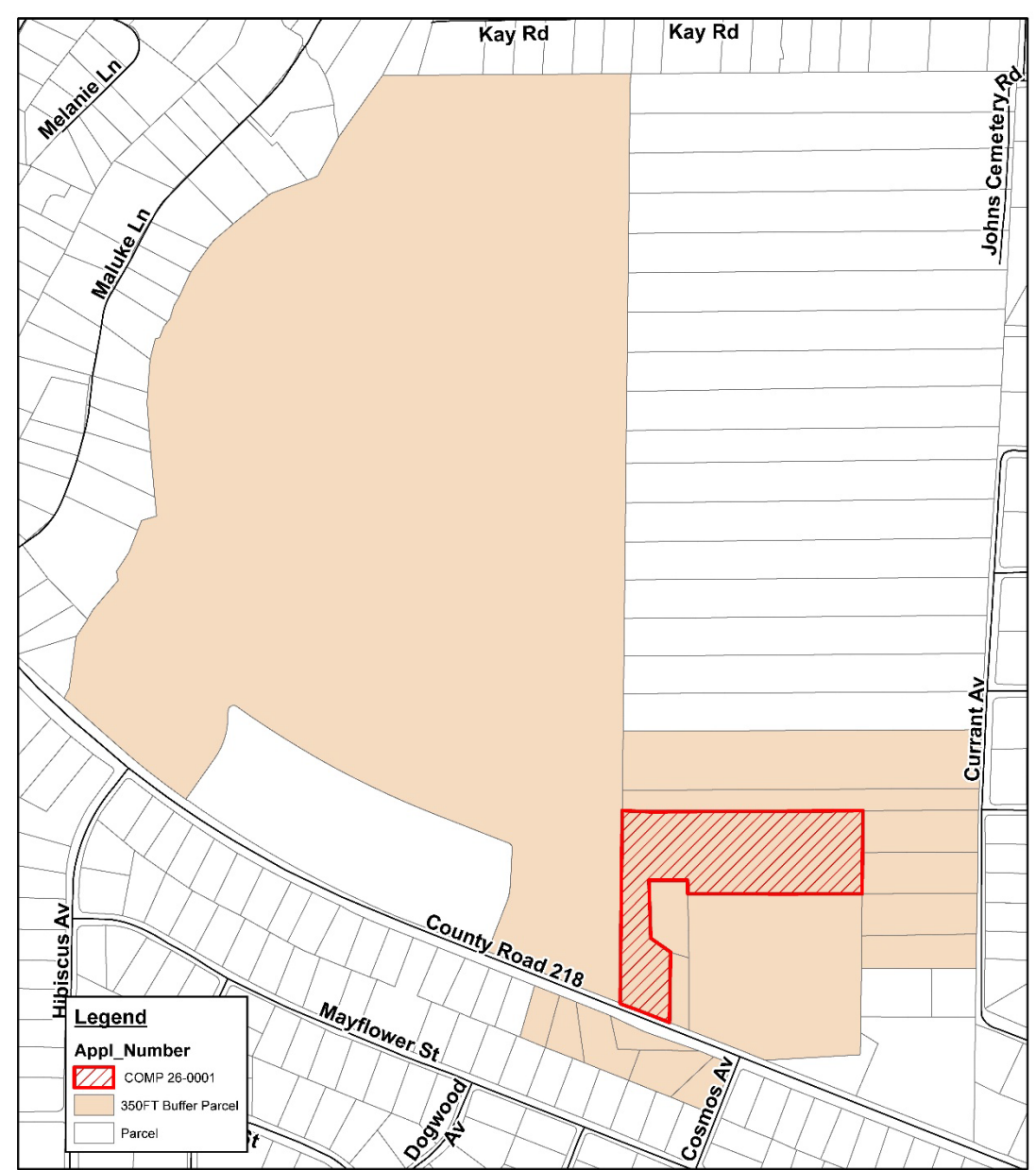
Location: 4640 CR 218

Planning District: Middleburg / Clay Hill

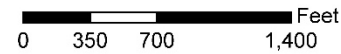
Commission District: 4, Commissioner Condon

Parcels: 17-05-24-006410-001-00

- COMP 26-0001 would change the Future Land Use (FLU) designation from Rural Residential (RR) to Industrial (IND).
- PUD 26-0002 would change the zoning from Private Services (PS-1) to Planned Industrial Development (PID).



350' Parcel Notifications Map  
COMP 26-0001





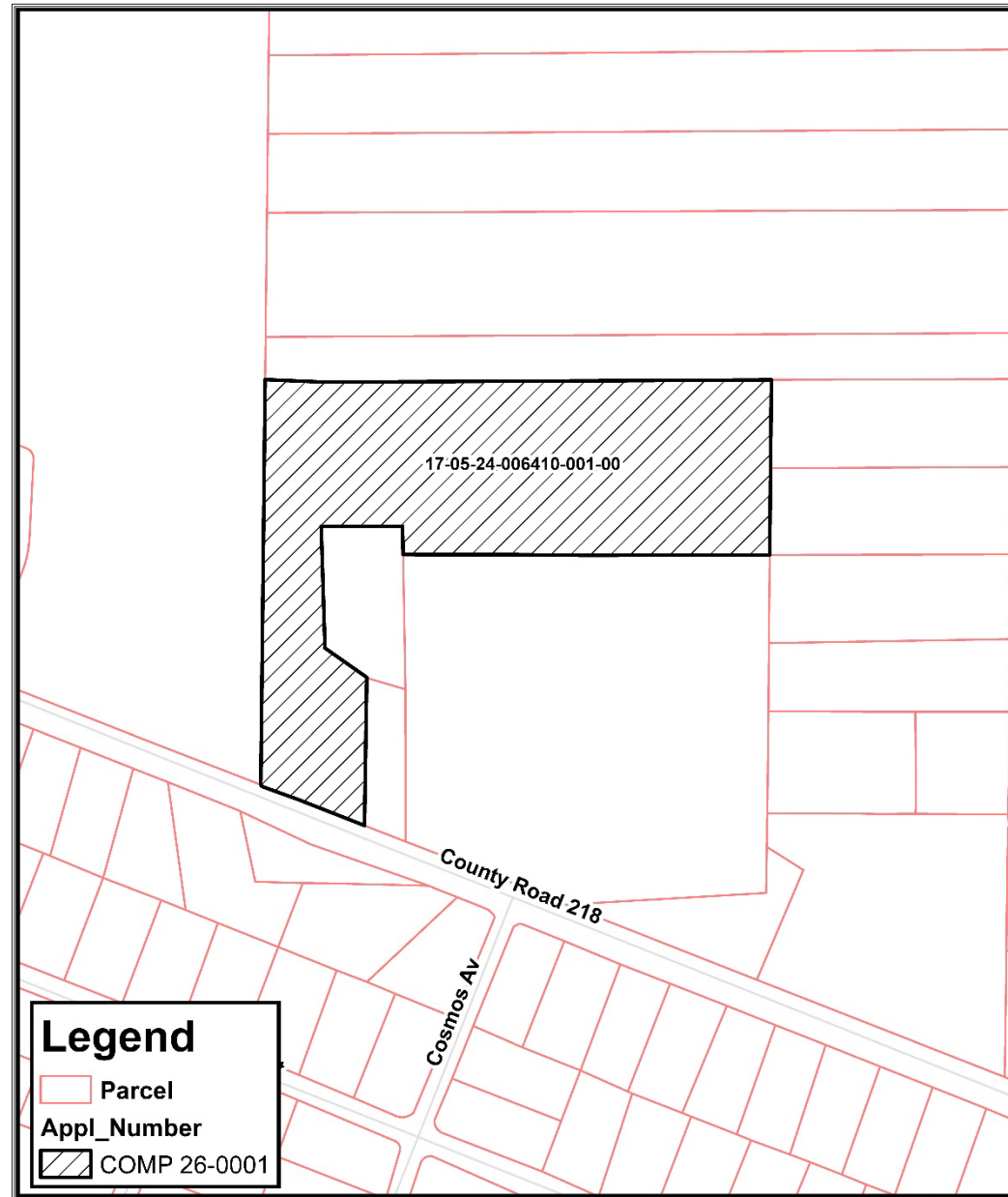
**Legend**

COMP 26-0001

0 105 210 420 630 840 1,050 Feet  
 This information is provided as a visual representation only and is not intended to be used as legal or official representation of legal boundaries. The Clay County Board of County Commissioners assumes no responsibility associated with its use.  
 File Name: COMP 26-0001\_Aerial\_8.5x11

Application#: comp 26-0001  
 Proposed Land Use: IND  
 Current Land Use: RR  
 Number of Acres: 17.47  
 Date: 01/14/2026

Aerial Map



**Legend**

Parcel

Appl\_Number

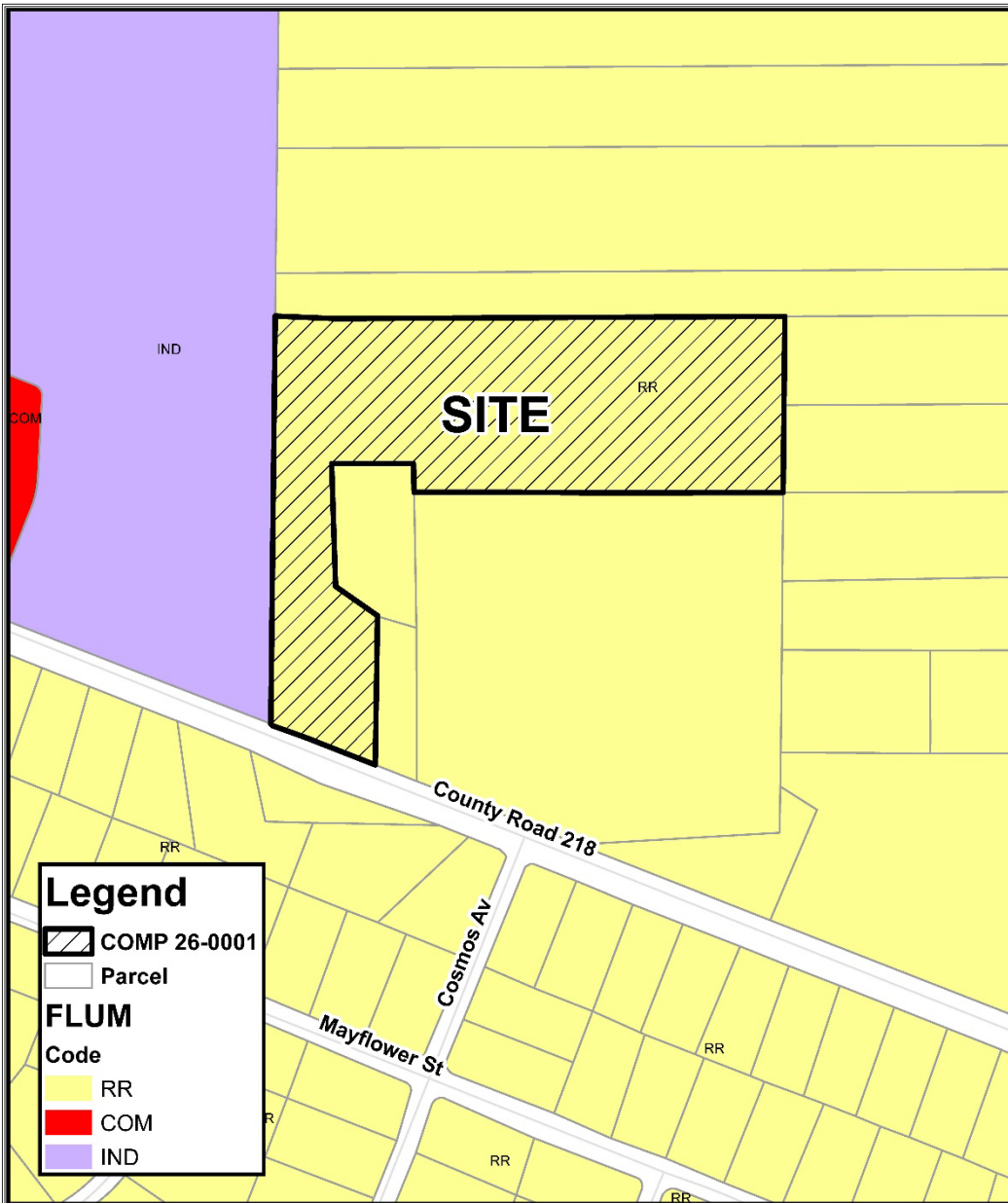
COMP 26-0001

0 50 100 200 300 400 500 Feet  
 This information is provided as a visual representation only and is not intended to be used as legal or official representation of legal boundaries. The Clay County Board of County Commissioners assumes no responsibility associated with its use.  
 File Name: COMP 26-0001\_Parcel Map\_8.5x11

Application#: comp 26-0001  
 Proposed Land Use: IND  
 Current Land Use: RR  
 Number of Acres: 17.47  
 Date: 01/14/2026

Parcel Map





**Legend**

COMP 26-0001  
 Parcel  
**FLUM**  
**Code**  
 RR  
 COM  
 IND



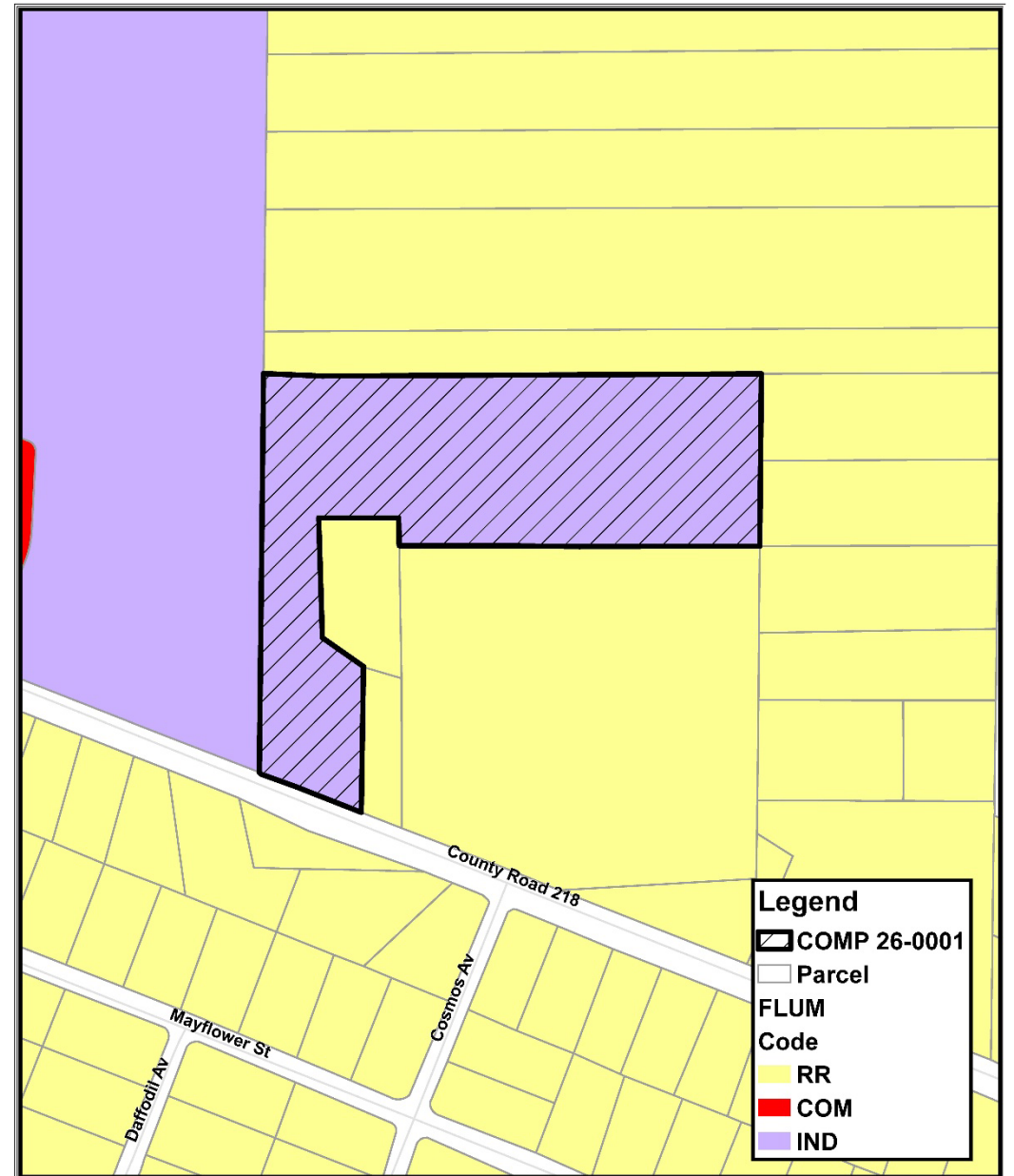
This information is provided as a visual representation only and is not intended to be used as legal or official representation of legal boundaries. The Clay County Board of County Commissioners assumes no responsibility associated with its use.

Application#: comp 26-0001  
 Proposed Land Use: IND  
 Current Land Use: RR  
 Number of Acres: 17.47  
 Date: 01/14/2026

**Existing Land Use  
 Designation Map**

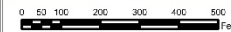


Created By GIS Department  
 Map Prepared: 1/14/2026



**Legend**

COMP 26-0001  
 Parcel  
**FLUM**  
**Code**  
 RR  
 COM  
 IND



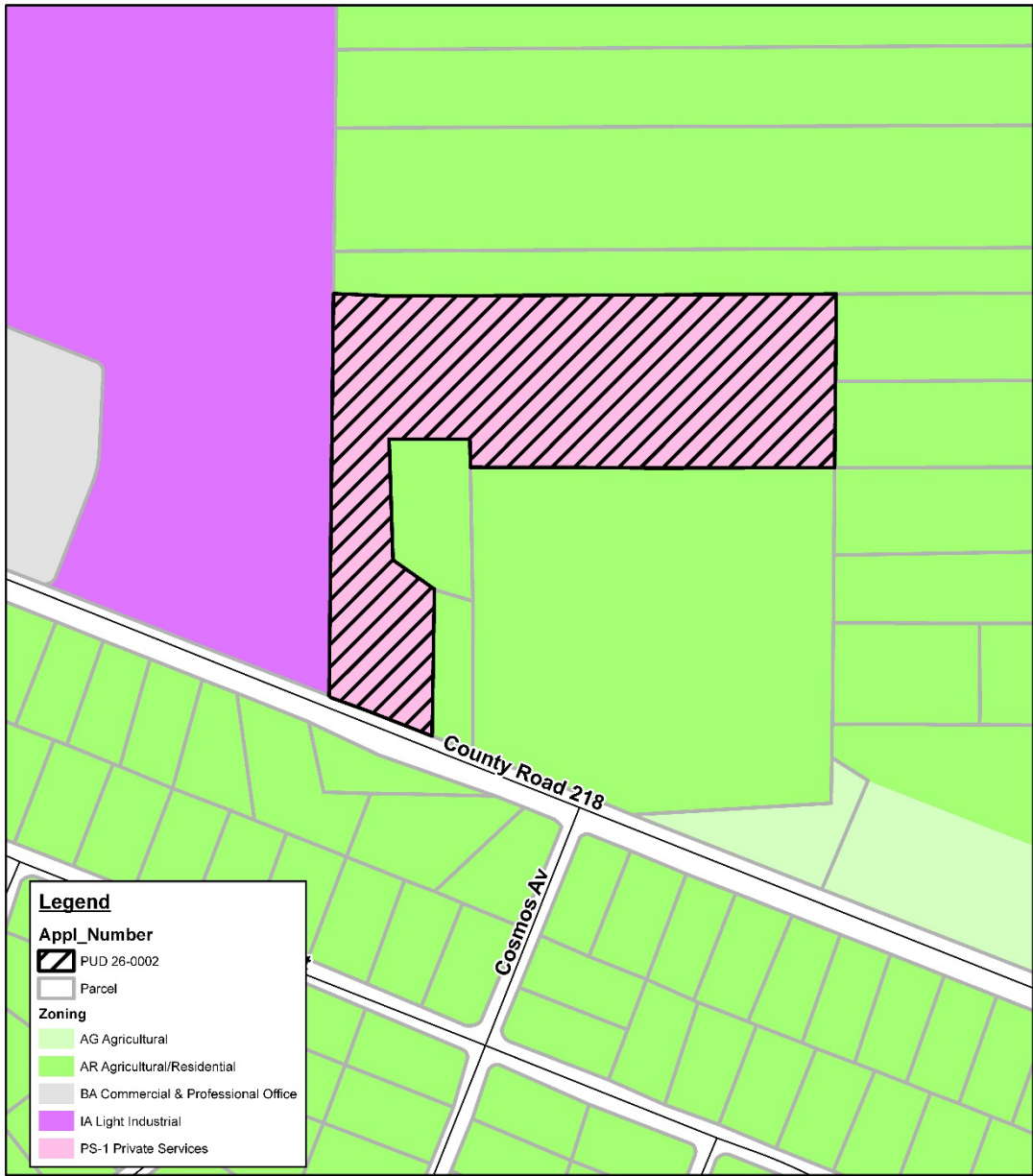
This information is provided as a visual representation only and is not intended to be used as legal or official representation of legal boundaries. The Clay County Board of County Commissioners assumes no responsibility associated with its use.

Application#: comp 26-0001  
 Proposed Land Use: IND  
 Current Land Use: RR  
 Number of Acres: 17.47  
 Date: 01/14/2026

**Proposed Land Use  
 Designation Map**



Created By GIS Department  
 Map Prepared: 2/19/2026



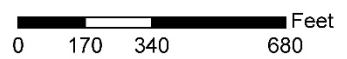
**Legend**

**Appl\_Number**

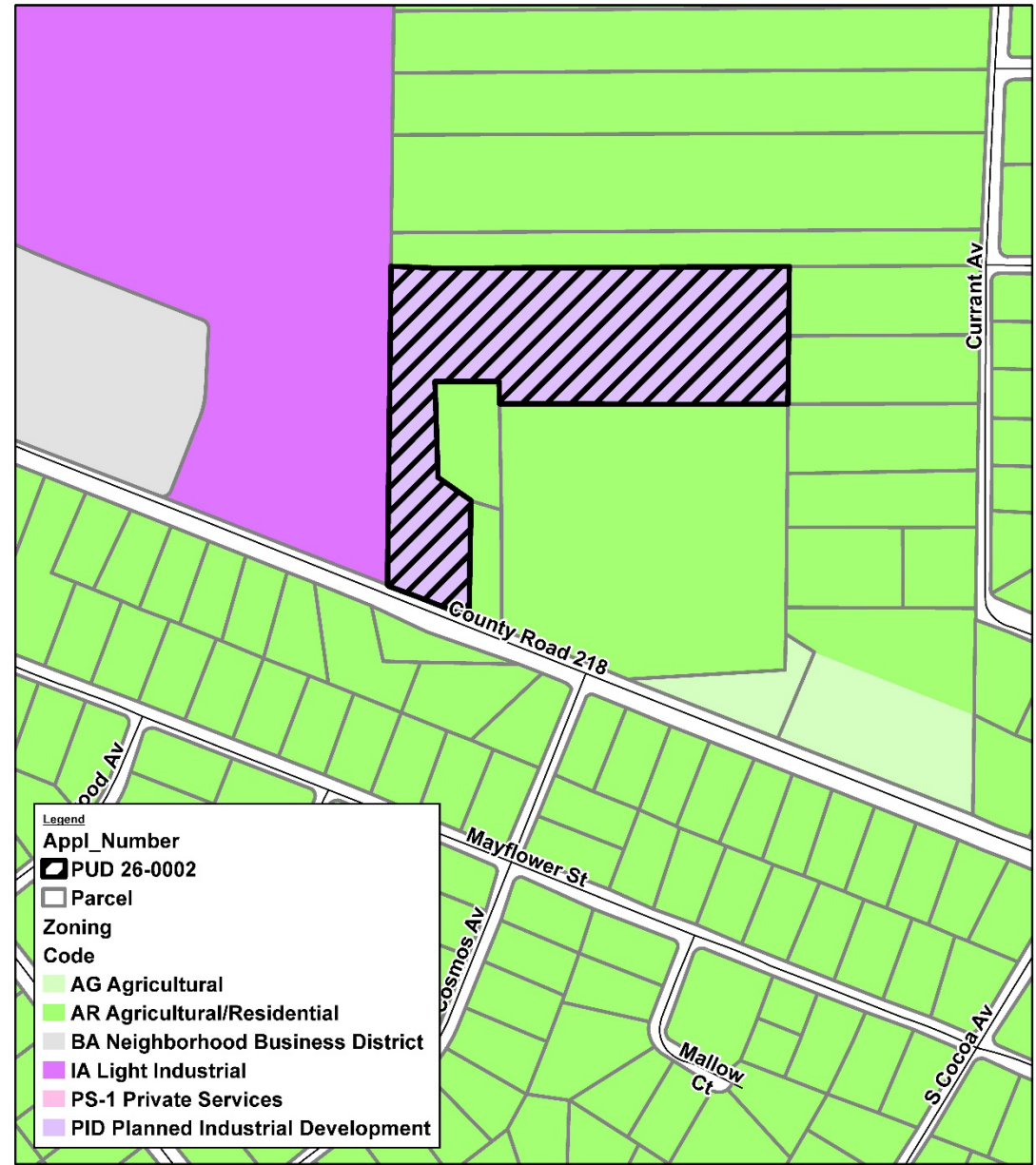
- PUD 26-0002
- Parcel

**Zoning**

- AG Agricultural
- AR Agricultural/Residential
- BA Commercial & Professional Office
- IA Light Industrial
- PS-1 Private Services



**Existing Zoning**  
**Rezoning: PUD 26-0002**  
**from PS-1 to PID**



**Legend**

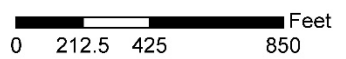
**Appl\_Number**

- PUD 26-0002
- Parcel

**Zoning**

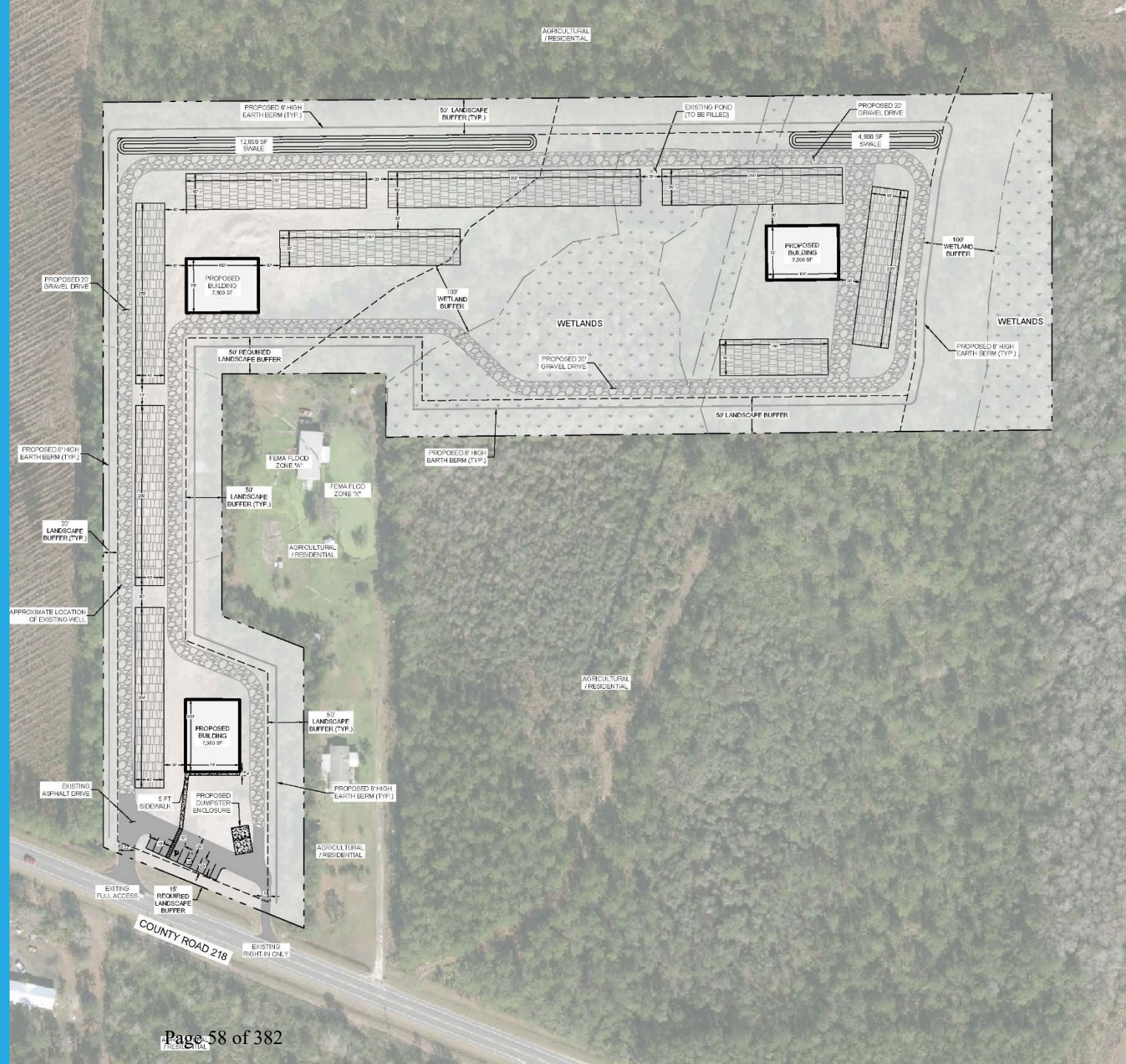
**Code**

- AG Agricultural
- AR Agricultural/Residential
- BA Neighborhood Business District
- IA Light Industrial
- PS-1 Private Services
- PID Planned Industrial Development



**Proposed Zoning**  
**Rezoning: PUD 26-0002**  
**from PS-1 to PID**





## Heavy Industrial (IB) Zoning

(5) Any manufacturing, recycling, distribution, warehousing, or associated uses not in conflict with ordinances dealing with incinerators and toxic or hazardous waste.

## Land Clearing Debris Off-Site Disposal Facility

Rocks, soils, tree remains, trees and other vegetative matter that normally results from land clearing or land development operations for a construction project.

Land Clearing Debris does not include yard waste or any other vegetative matter from lawn maintenance, from commercial or residential landscape maintenance, from right-of-way or easement maintenance, from farming or nursery operations, or from any other sources not related directly to a construction project.

## Fabrication of materials used in the building trades

## Light Industrial (IA) Zoning

This district is intended for industrial activities of a light manufacturing and wholesaling nature.

### Permitted Uses:

- All uses in Industrial Select (IS)
- Bottling beverages; cabinet making; carpentry; cold storage warehouses and precooling plants; engines - gas, gasoline, steam, and oil - sales and service; farm machinery sales and service and storage; fruit packing and preserving; ice plants; leather goods manufacturing, excluding tanning; sharpening and grinding shops; manufacturing and assembly of clothing and garments; scientific, electrical, and optical equipment; souvenirs and novelties; testing laboratories; fabrication of materials used in the building trades; boat or yacht repairing or overhauling; canning factories for fruits and vegetables; furniture manufacture; machine shops; mattress and bedding manufacture and sales; metalizing processes; novelty works; ornamental metal work shops; and similar uses

# Light Industrial (IA) Zoning

## Permitted Uses (continued):

- Textile, hosiery, and weaving mills
- Private utility services
- Marine facilities
- Boatyard (construction and repair facilities and dry storage)
- Marina/Boatyard
- Incinerators as accessory to the principal use
- Commercial radio, television and microwave transmission and reception facilities
- Communication Towers
- Warehouses and associated offices

## Conditional Uses:

- Public assembly
- Residential dwelling
- Auctions
- Recreational Vehicle and Boat Storage

## Prior Actions

On March 16, 2026, the Middleburg / Clay Hill CAC voted 6-0 to recommend approval of COMP 26-0001.

On April 20, 2026, the CAC voted 8-0 to recommend approval of PUD 26-0002.

On May 5, 2026, the Planning Commission voted 6-0 to recommend approval of this item with the following changes:

- The list of permitted uses should be amended to those listed as permitted in the Light Industrial (IA) zoning district.
- The list of Conditional Uses should include Land Clearing Debris Off-Site Disposal Facility, subject to Art. III, Sec. 3-5.

# Proposed PID Regulations

## Permitted Uses:

- All permitted uses found in the Light Industrial (IA) zoning district.

## Conditional Uses:

- Public Assembly
- Public and/or private sewer facilities
- Residential Dwelling
- Auctions
- Recreational Vehicle and Boat Storage
- Land Clearing Debris Off-Site Disposal Facility

# Proposed PID Regulations

## CR 218 Landscaping:

- A 6-foot privacy fence shall be provided along CR 218 along with a 15-foot landscape buffer.

## Perimeter Buffers:

A 50-foot undisturbed vegetative perimeter buffer shall be provided adjacent to lots zoned residential or agricultural. A 6-foot high earth berm shall encompass the perimeter.

The edge of the disposal facility may not be located at any point, closer than 50 feet to right-of-way, easement, access point or property line.

# Recommendations

## COMP 26-0001

Staff finds that the criteria for the Comprehensive Plan Amendment have been met and recommend approval of COMP 26-0001.

## PUD 26-0002

Staff finds that the criteria for the Rezoning have been met and recommend approval of PUD 26-0002 with the changes recommended by the Planning Commission.

# Industrial Select (IS) Zoning

This district is intended for locations which are not feasible for some light or heavy industrial development because of proximity to residential areas. Most of these uses are well suited to the subject parcel given that it is bordered on 3 sides by Agricultural/Residential (AR) zoning.

## Permitted Uses:

- Light industries, with related offices and showrooms, which manufacture, assemble, process, package, store, and distribute small unit products
- Corporate offices which accommodate twenty-five (25) or more employees.
- Commercial radio, television and microwave transmission and reception facilities
- Communication Towers

## Conditional Uses:

- Public assembly
- Residential dwelling

# Planned Industrial Development (PID) Zoning

A PID zoning application may request the following conditional uses in addition to the conditional uses permitted in (IS), (IA) and (IB) Zoning Districts, subject to applicable conditions of Section 3-5 of the Article III.

This list includes “Land Clearing Debris Off-Site Disposal Facility”.

It is therefore inappropriate for this use to be listed as a permitted use in the Written Statement for this PID.

The use should be moved to the list of Conditional Uses.

**Attachment**  
**“D”**  
**COMP-26-0003**  
**PUD-26-0001**

Small Scale Comprehensive Plan Future Land Use Map  
Amendment:

COMP 26-0003

Rezoning Application:

PUD 26-0001

Planning Commission heard item  
May 5, 2026



# Application Information

Applicant: D. Anderson Development, Inc.

Agent: Colin Groff (Black Creek Engineering, Inc.

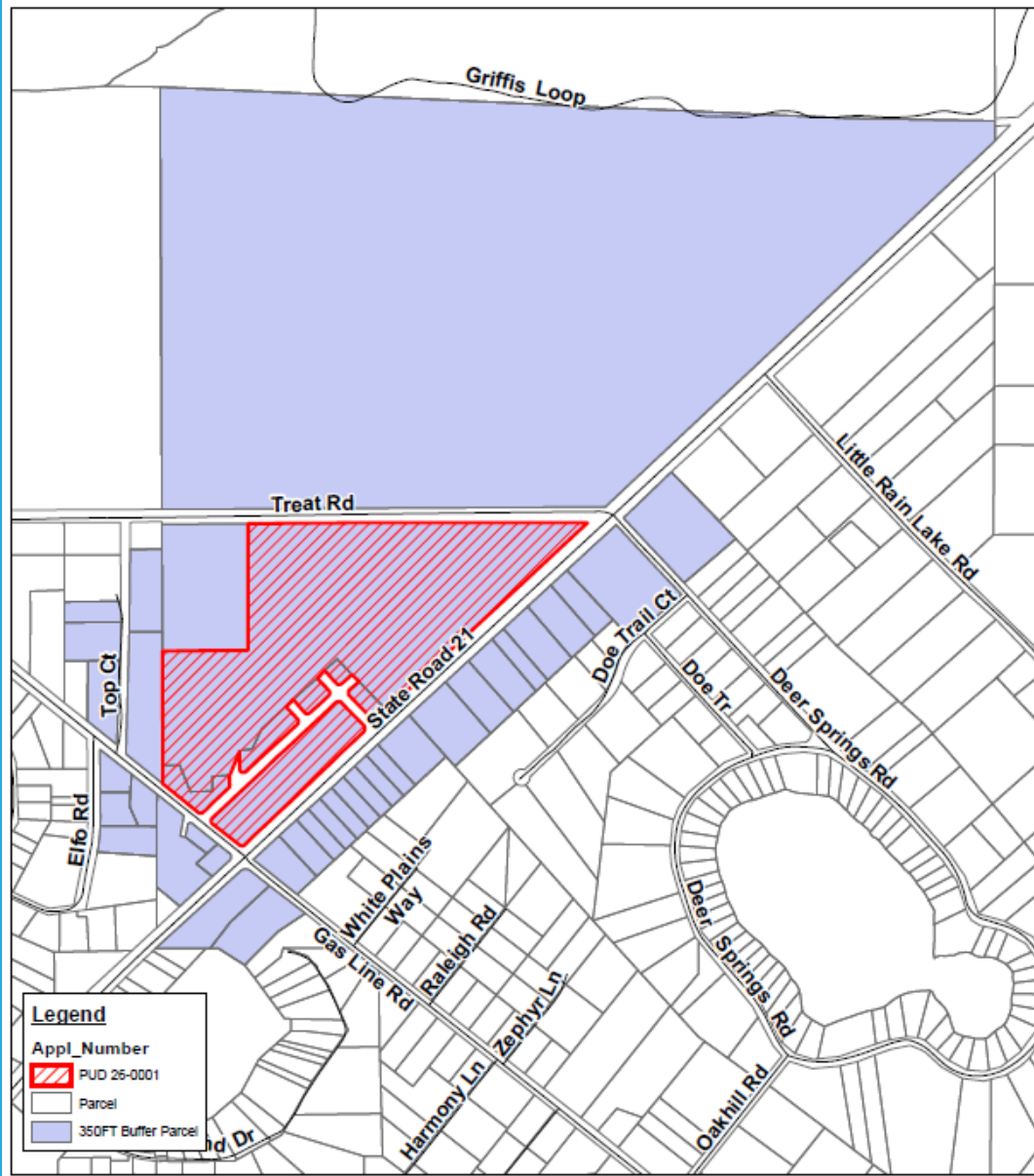
Location: SR 21 between Treat Road and Gas Line Road

Planning District: Middleburg/Clay Hill District

Commission District: 4 Commissioner Condon

Parcel: 09-08-23-001047-000-00 and 09-08-23-001053-000-00

- COMP 26-0003 would change the Future Land Use (FLU) designation of 14 acres of parcel 001047-000-000 from Agriculture/Residential (AR) to Commercial (COM).
- PUD 26-0001 would change the zoning of the entire acreage (60.49) from Commercial and Professional Office (BA-2) and Rural Estates (AR-2) to Planned Commercial Development (PCD).



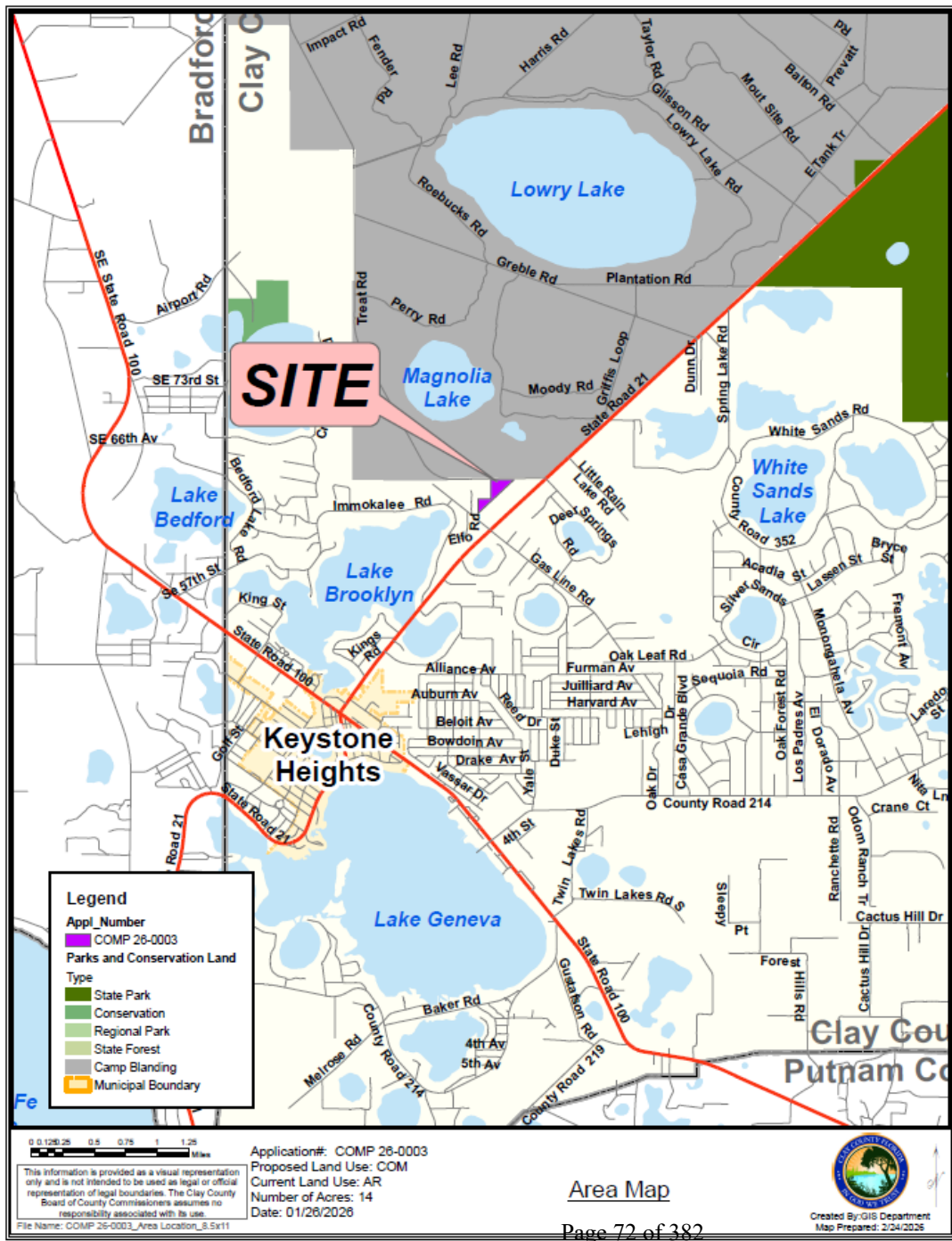
350' Parcel Notifications Map  
PUD 26-0001



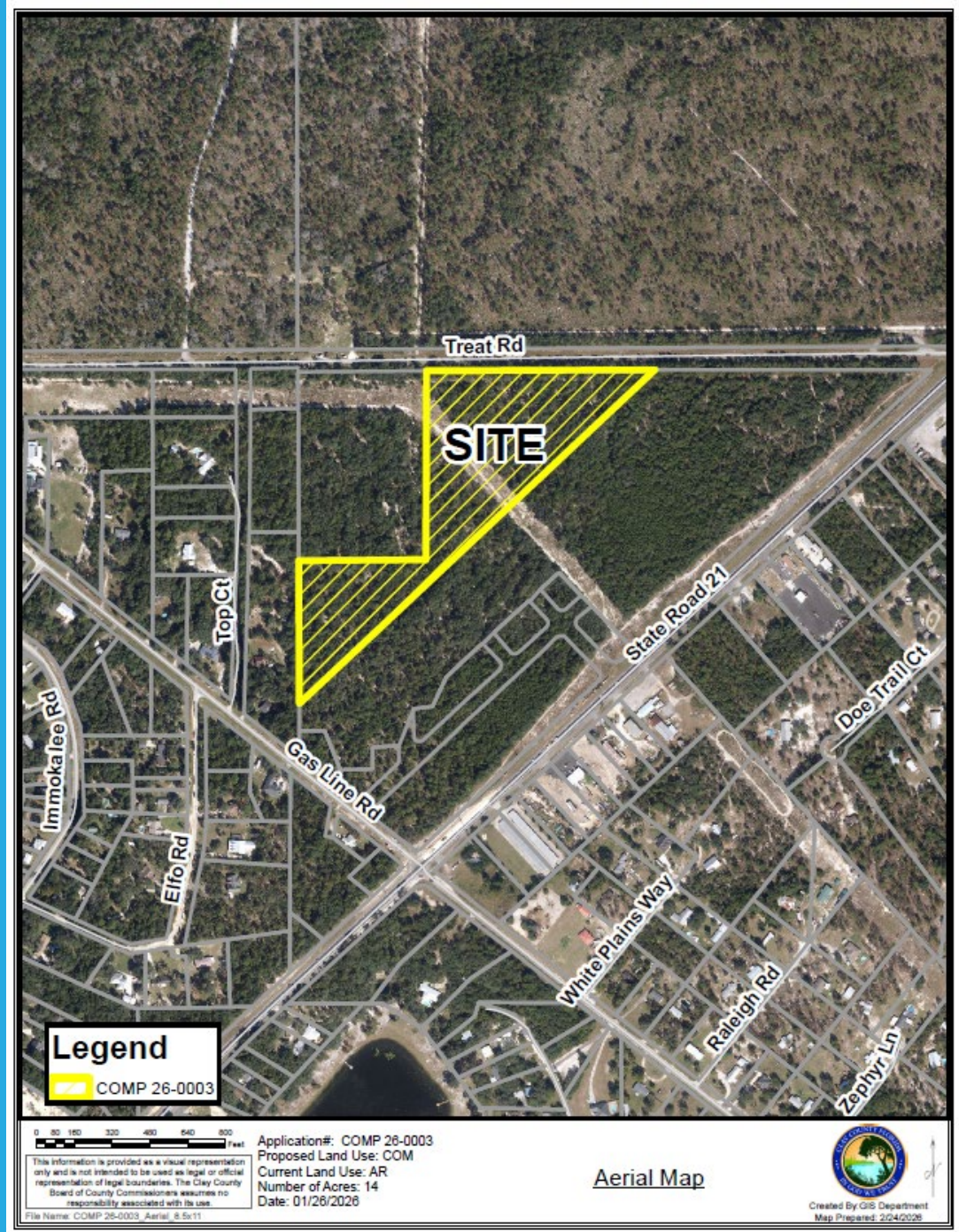
0 410 820 1,640 Feet

Name	Address1	City	Sta ZipCode
7077 SR 21 Keystone Heights LL	8862 Highway 90	Longs	SC 29568-6243
Akey James	248 Tanner Rd	Florahome	FL 32140-3900
Armory Board State of Florida	82 Marine St	Saint Augustine	FL 32084-5039
Brokas Celeste U	PO Box 488	Keystone Heights	FL 32656-0488
Carroll Jodi L Trustee	6910 Top Ct	Keystone Heights	FL 32656-6601
Carroll Michael Sean Sr Truste	6910 Top Ct	Keystone Heights	FL 32656-6601
CHESSER FRANCES M	PO Box 117	Keystone Heights	FL 32656-0117
D Anderson Development Inc	7770 Odom Ranch Trl	Keystone Heights	FL 32656-8727
Davis Joseph H	7071 Gas Line Rd	Keystone Heights	FL 32656-9308
Devereaux Roger W ET AL	22 Young Ct	Stafford	VA 22556-6474
GANLEY TIMOTHY C & PAMELA M	PO Box 1364	Keystone Heights	FL 32656-1364
Global Signal Acquisitions IV	2000 Corporate Dr	Canonsburg	PA 15317-8564
Griffin Investment Land Compan	PO Box 708	Keystone Heights	FL 32656-0708
Griffin Scott Sr	PO Box 708	Keystone Heights	FL 32656-0708
Hoffman John C	22826 NE 69th Ave	Melrose	FL 32666-6327
J & R OVERHEAD INC	PO Box 157	Keystone Heights	FL 32656-0157
Kerner Allan	7001 Elfo Rd	Keystone Heights	FL 32656-7819
Kis Peter	471 Lake Asbury Dr	Green Cove Springs	FL 32043-9549
Lake Area Holdings 1 LLC	PO Box 683	Melrose	FL 32666-0683
Lake Area Storage of Northeast	PO Box 1866	Keystone Heights	FL 32656-1866
Mann Lee M	6930 Top Ct	Keystone Heights	FL 32656-6601
RVRoof.com Inc	6587 State Road 21, Ste 3	Keystone Heights	FL 32656-6934
Shepard Mitchel	7065 Gas Line Rd	Keystone Heights	FL 32656-9308
Sorano Jude D	13659 NE 238th Ct	Fort Mc Coy	FL 32134-6203
Sorano Jude D	7120 Gas Line Rd	Keystone Heights	FL 32656-8996
Sorenson Eve Annette	7021 State Road 21	Keystone Heights	FL 32656-9382
Walker Robin Preston	7076 Gas Line Rd	Keystone Heights	FL 32656-8995
Witt Edward E Trustee Et Al	4501 Ortega Farms Cir	Jacksonville	FL 32210-7428
Zipperer Joanie Marie	3567 Hilltop Trl	Evans	GA 30809-0987

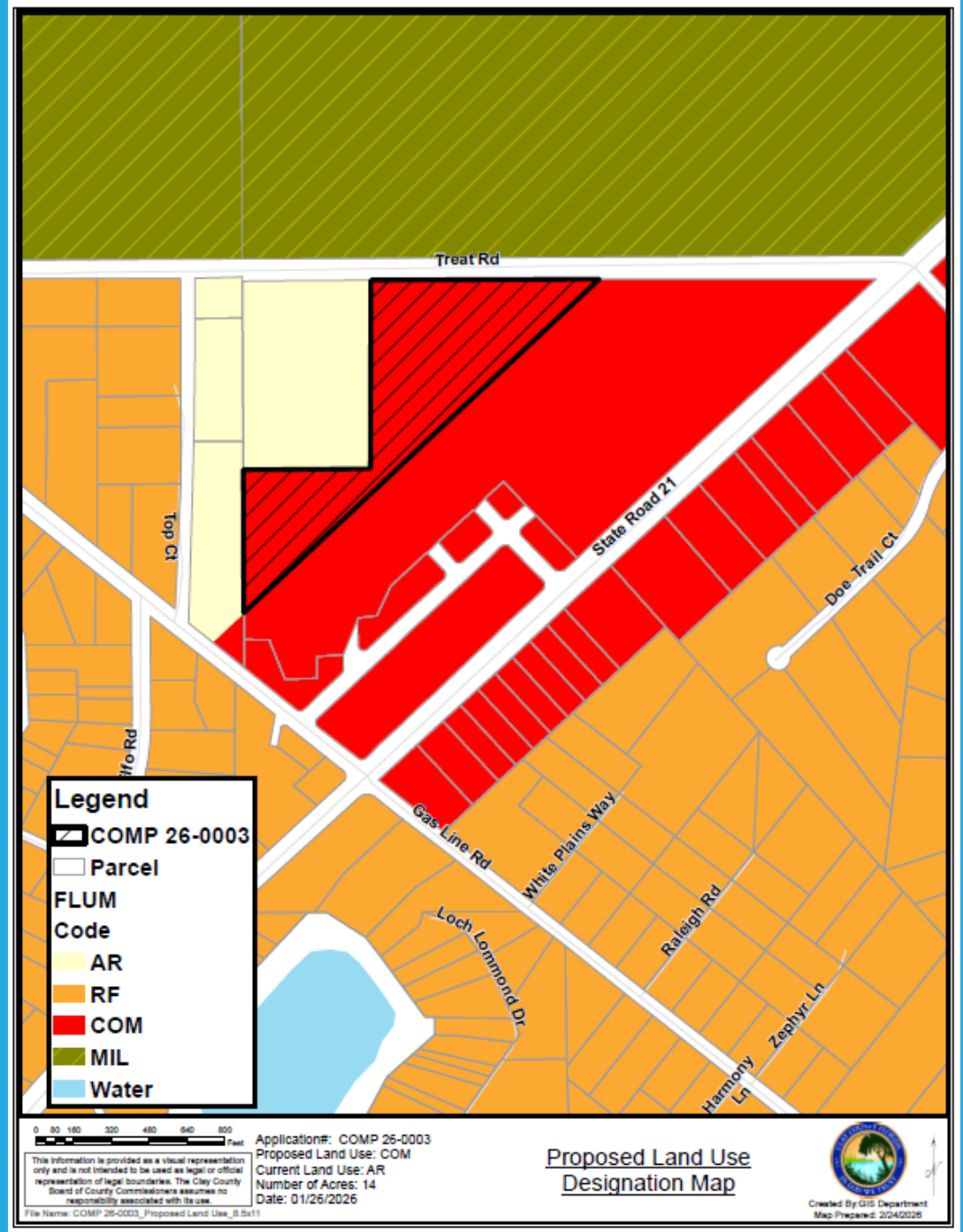
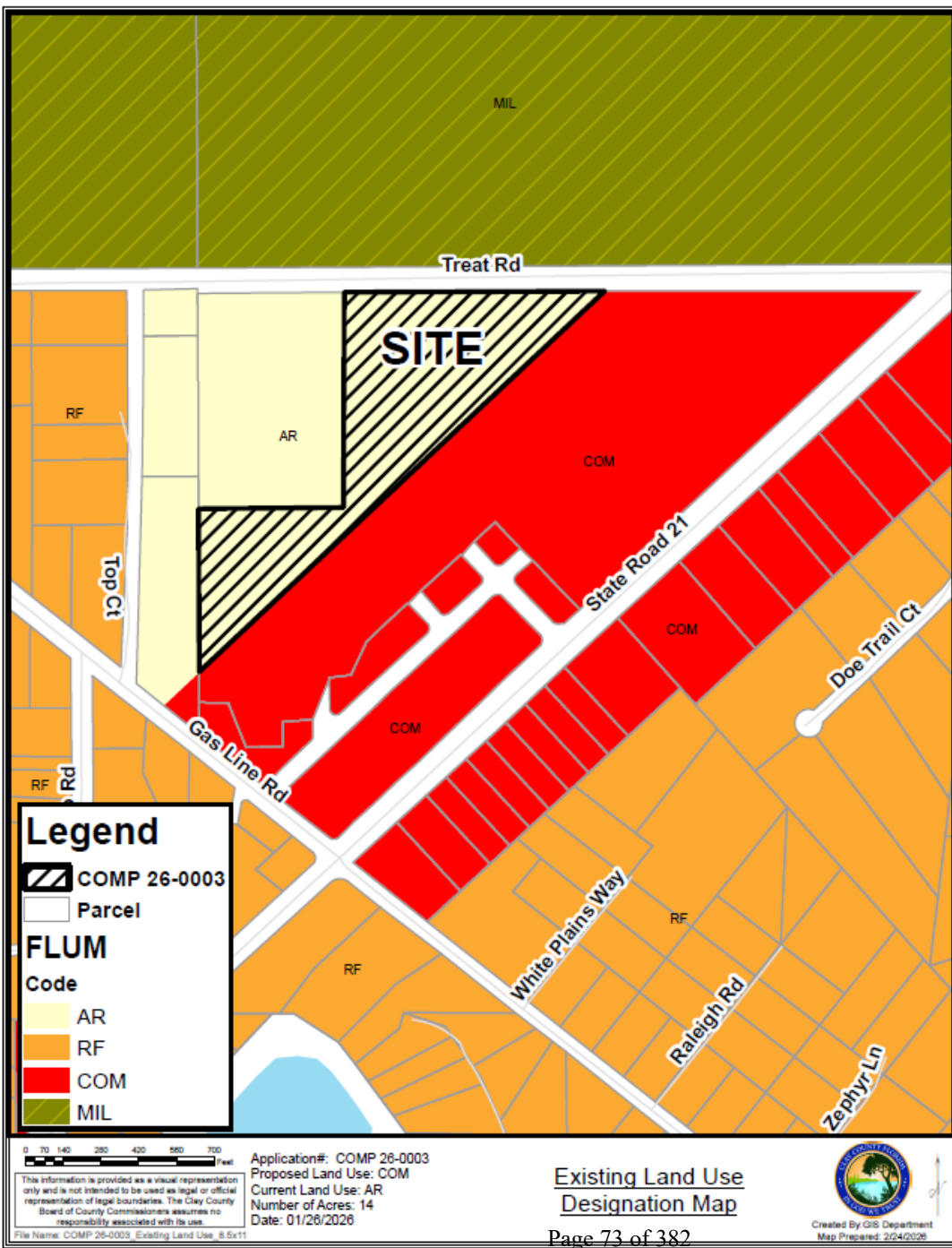


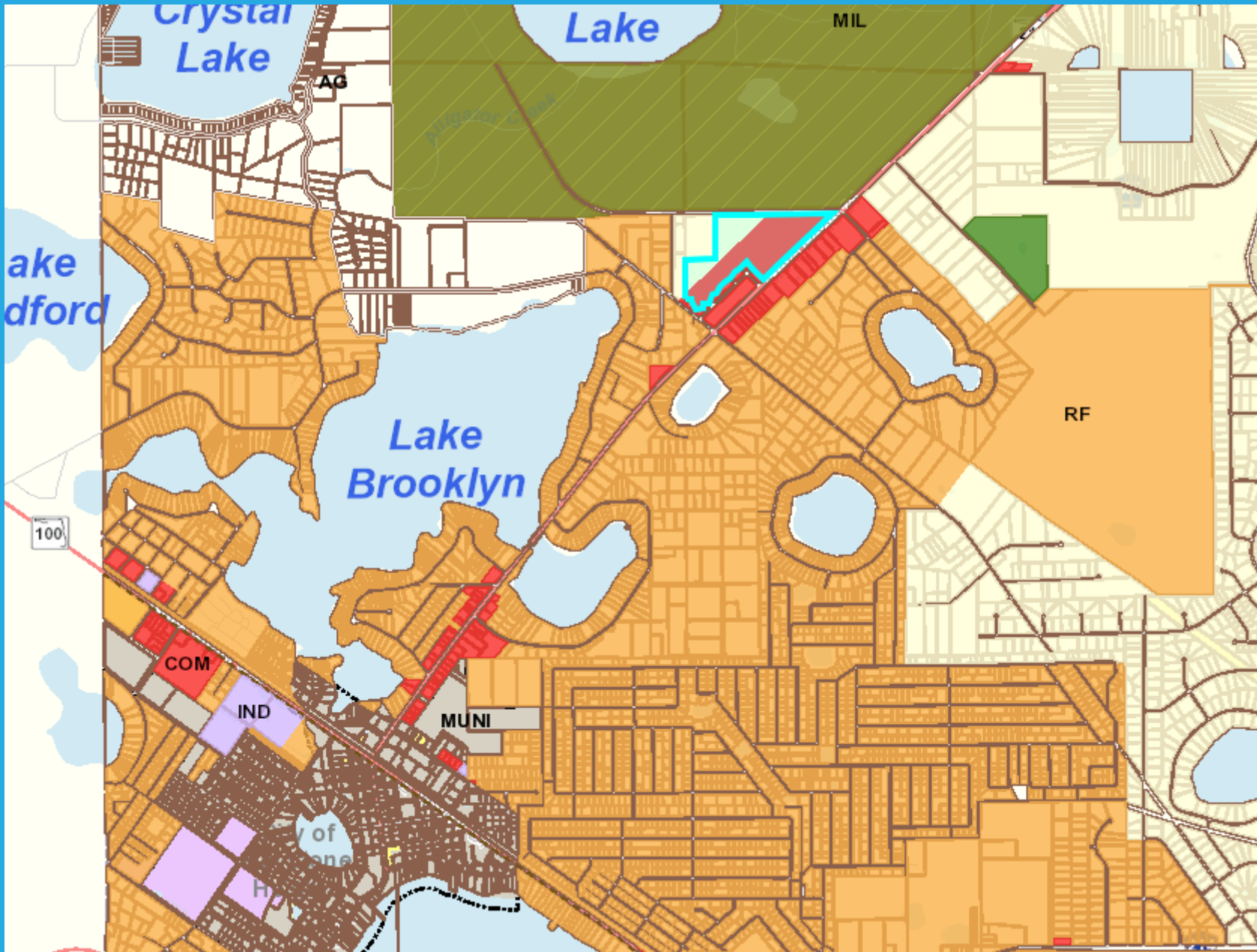


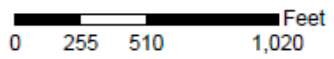
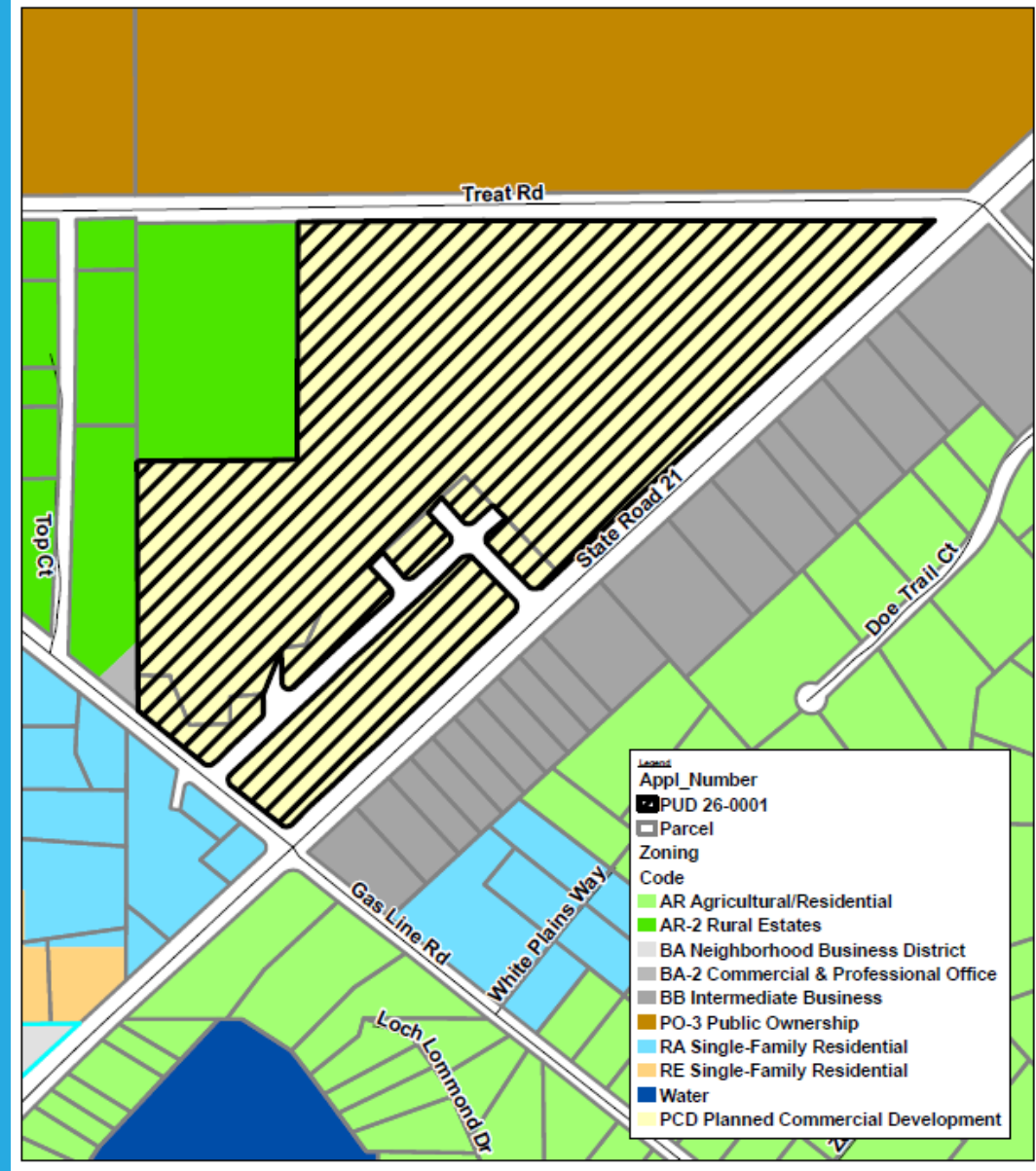
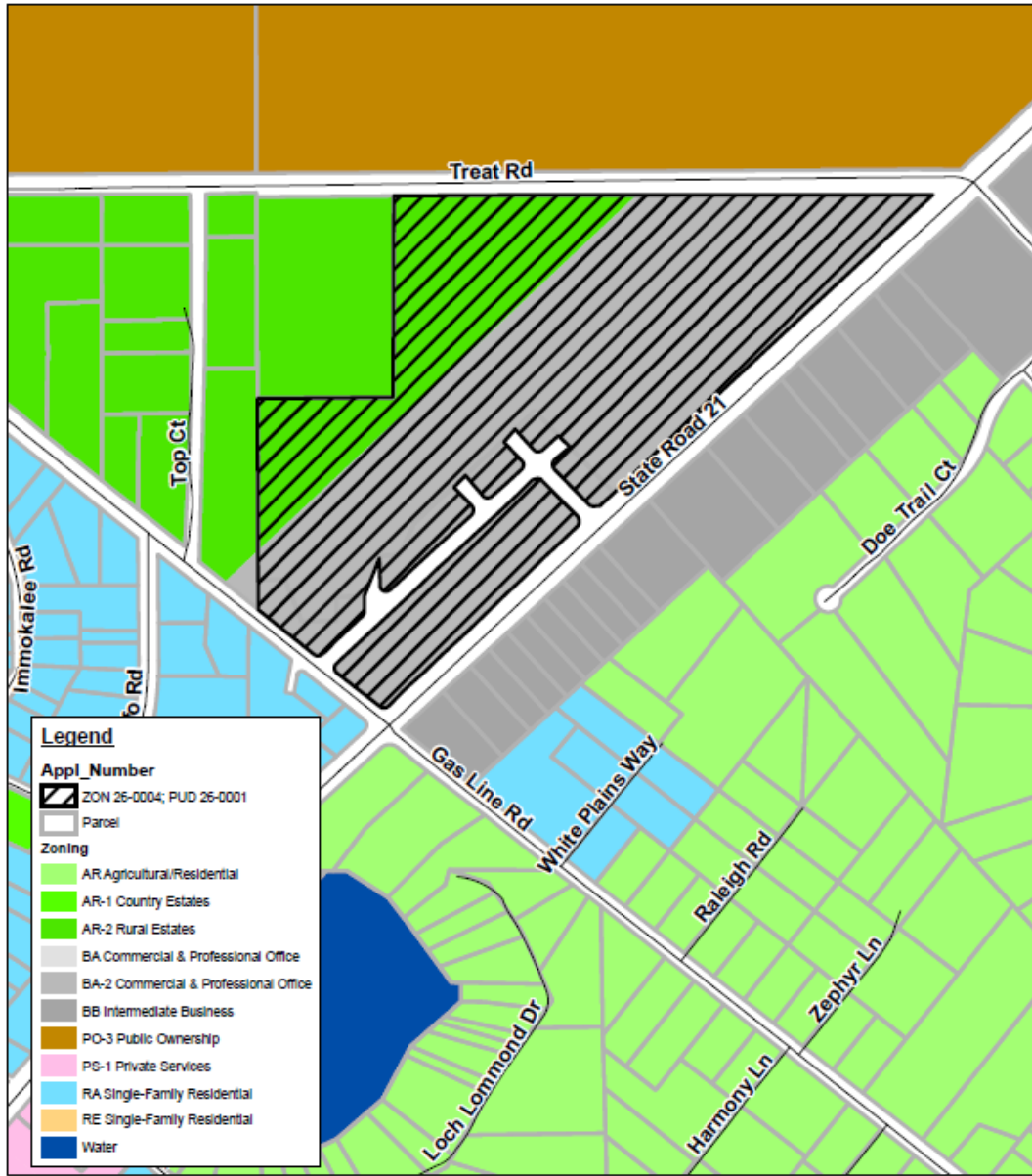
Area Map



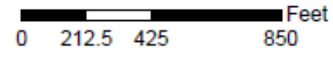
Aerial Map







**Existing Zoning**  
**Rezoning: PUD 26-0001**  
**from BA-2 / AR to PCD**



**Proposed Zoning**  
**Rezoning: PUD 26-0001**  
**from AR-2 / BA-2 to**  
**PCD**



### Permitted Uses

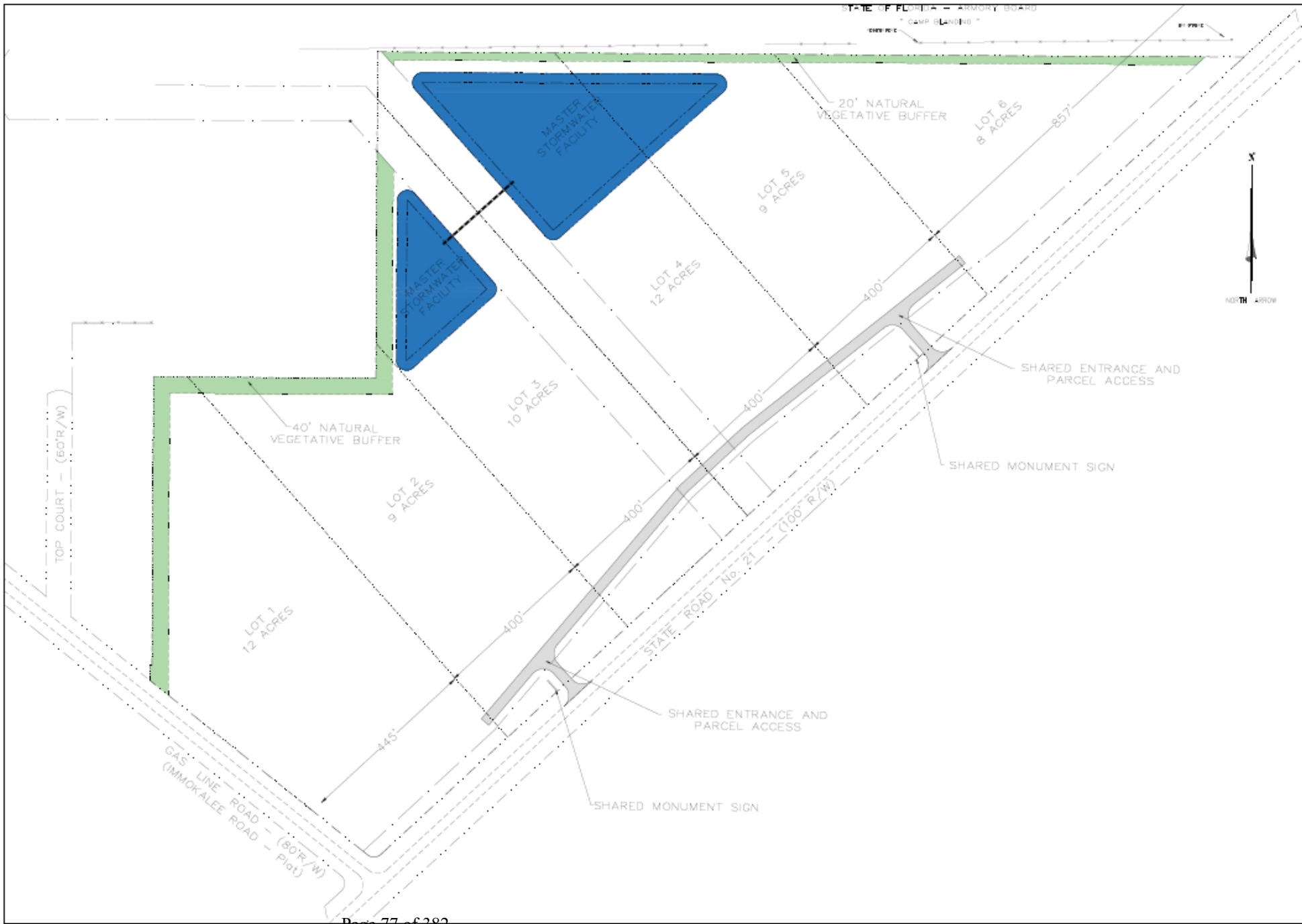
Appliance sales and services  
Automotive parts  
Business machine sales and services  
Department Store  
Grocery Store  
Drug Store  
Heating, ventilation, and air conditioning  
Medical supply  
Automobile oby shops and motor vehicle custom body work  
Tire sales and service  
Lawnmower and outboard rentals, sales and service  
Feed and hay processing and sales  
Fertilizer stores  
Well-drilling and pump service  
Wholesale bakeries  
Lumberyards and building material sales  
Wholesale business and warehouses  
Shops Performing custom work in: electrical, plumbing, sheet metal, heating, ventilating and air conditioning  
Pest control services and supplies  
Assembly and fabrication of goods using components manufactured elsewhere and brought to site  
Landscaping and lawn service  
Wholesale plant nursery

### Conditional Uses

Communication Antennas and Communication Towers  
Recreational Vehicle and Boat Storage

### PCD Features:

- ~~40' natural buffer with 6' high opaque barrier (fence or vegetation) where adjacent to residential~~
- Visual Barrier. Proposed non-residential development shall be buffered from adjacent land within the residential land use categories identified in Section 20.3-8 with a forty (40) foot natural area with minimum six (6) foot high solid fence on the interior of the buffer. If existing trees and vegetation is removed, a forty (40) buffer will be provided and the buffer material, landscaping and fencing shall meet the current landscape code for a Perimeter Buffer "B"
- Specific lighting requirements to control light trespass
- Sign standards
- Common stormwater
- 6 lots ranging in size from 8 to 12 acres each with 40% Floor Area Ratio



STATE OF FLORIDA - ARMY BOARD

"CAMP BLANDING"

NO.	REVISION	DATE

**BLACK CREEK ENGINEERING, INC.**  
 12345 N. W. 10th Ave., Suite 200  
 Ft. Lauderdale, FL 33309  
 Phone: (954) 555-1234  
 Fax: (954) 555-5678

**ANDERSON BUSINESS CENTER**  
 Anderson, FL  
 D. ANDERSON, INC.

**PROPOSED COMP PLAN AMENDMENT**

JOB NO.: 15-001
DATE: 07/2023
DRAWN BY: [Name]
CHECKED BY: [Name]
SCALE: AS SHOWN

SHEET  
**1**

NOT ISSUED FOR CONSTRUCTION

# Recommendations

The Planning Commission voted 6-0 to recommend approval of COMP 26-0003 and ZON 26-0001.

## COMP 26-0003

Staff finds that the criteria for the Comprehensive Plan Amendment have been met and recommends approval of COMP 26-0003.

## ZON 26-0001

Staff finds that the criteria for the Rezoning have been met and recommends approval of ZON 26-0001.

**Attachment  
“E”  
Ordinance  
PUD-26-0001**

**AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY FLORIDA, PURSUANT TO ARTICLE III OF THE CLAY COUNTY LAND DEVELOPMENT CODE, KNOWN AS THE ZONING AND LAND USE LDRs ADOPTED PURSUANT TO ORDINANCE 93-16, AS AMENDED, PROVIDING FOR THE REZONING OF TWO PARCELS OF LAND (TAX PARCEL IDENTIFICATION #s 09-08-23-001047-000-00 and 09-08-23-001053-000-00), TOTALING 60.49 ACRES, FROM THEIR PRESENT ZONING CLASSIFICATIONS OF COMMERCIAL AND PROFESSIONAL OFFICE DISTRICT (BA-2) AND RURAL ESTATES DISTRICT (AR-2) TO PLANNED COMMERCIAL DEVELOPMENT DISTRICT (PCD); PROVIDING A DESCRIPTION; PROVIDING AN EFFECTIVE DATE.**

Be It Ordained by the Board of County Commissioners of Clay County:

**Section 1.** Application PUD 26-0001 seeks to rezone two parcels of land totaling approximately 60.49 acres (tax parcel identification #s 09-08-23-001047-000-00 & 09-08-23-001053-000-00) (the Property), described in Exhibit "A-1", and depicted in Exhibit "A-2".

**Section 2.** The Board of County Commissioners approves the rezoning request. The zoning classification of the Property is hereby changed from Commercial and Professional Office District (BA-2) and Rural Estates District (AR-2) to Planned Commercial Development District (PCD), subject to the conditions outlined in the Written Statement attached as Exhibit "B-1" and the Site Plan attached as Exhibit "B-2".

**Section 3.** Nothing herein contained shall be deemed to impose conditions, limitations or requirements not applicable to all other land in the zoning district wherein said lands are located.

**Section 4.** The Building Department is authorized to issue construction permits allowed by zoning classification as rezoned hereby.

**Section 5.** This Ordinance shall become effective upon the Ordinance adopting the comprehensive plan amendment requested in Application COMP 26-0003 becoming effective.

**DULY ADOPTED** by the Board of County Commissioners of Clay County, Florida, this \_\_\_\_\_ day of May 2026.

BOARD OF COUNTY COMMISSIONERS  
OF CLAY COUNTY, FLORIDA

By: \_\_\_\_\_  
Kristen Burke, Chairman

ATTEST:

By: \_\_\_\_\_  
Tara S. Green,  
Clay County Clerk of Court and Comptroller  
Ex Officio Clerk to the Board

Exhibit "A-1"

Legal Description

DESCRIPTION OF LANDS SURVEYED: OFFICIAL RECORDS BOOK 4870 - Pg. 1483

PARCEL 1:

THAT PART OF THE SOUTH 1/2 OF SECTION 9, TOWNSHIP 8 SOUTH, RANGE 23 EAST WHICH LIES WESTERLY OF STATE ROAD #21, AS MORE PARTICULARLY DESCRIBED BELOW WHICH IS ATTACHED HERETO AND BY THIS REFERENCE INCORPORATED HEREIN.

FOR A POINT OF REFERENCE COMMENCE AT THE SOUTHWEST CORNER OF SAID SECTION 9 AND RUN NORTH 00 DEGREES 18 MINUTES 30 SECONDS EAST, A DISTANCE OF 1086.59 FEET TO THE POINT OF BEGINNING OF THE LANDS HEREIN DESCRIBED; THENCE CONTINUE NORTH 00 DEGREES 18 MINUTES 30 SECONDS EAST A DISTANCE OF 40.0 FEET TO A POINT; THENCE SOUTH 89 DEGREES 41 MINUTES 30 SECONDS EAST A DISTANCE OF 0.35 FEET TO A POINT; THENCE NORTH 00 DEGREES 19 MINUTES 32 SECONDS EAST A DISTANCE OF 1507.91 FEET TO THE NORTHWEST CORNER OF THE SOUTH ONE-HALF (1/2) OF SECTION 9, TOWNSHIP 8 SOUTH, RANGE 23 EAST; THENCE RUN SOUTH 89 DEGREES 39 MINUTES 10 SECONDS EAST ALONG THE NORTH LINE OF SAID SOUTH ONE-HALF (1/2) A DISTANCE OF 2668.98 FEET TO A POINT ON THE WESTERLY RIGHT-OF-WAY LINE OF STATE ROAD NO. 21 (A 100 FOOT RIGHT-OF-WAY); THENCE SOUTH 47 DEGREES 16 MINUTES 19 SECONDS WEST ALONG SAID WESTERLY RIGHT-OF-WAY LINE A DISTANCE OF 2905.85 FEET TO A POINT, SAID POINT BEING THE POINT OF INTERSECTION OF THE WESTERLY RIGHT-OF-WAY LINE OF STATE ROAD NO. 21 (A 100 FOOT RIGHT-OF-WAY) AND THE NORTHERLY RIGHT-OF-WAY LINE OF IMMOKALEE ROAD (AN 80 FOOT RIGHT-OF-WAY) AS SHOWN ON PLAT OF SUNNY ACRES ESTATES UNIT ONE, ACCORDING TO PLAT THEREOF RECORDED IN PLAT BOOK 6, PAGE 42, OF THE PUBLIC RECORDS OF CLAY COUNTY; THENCE RUN NORTH 51 DEGREES 00 MINUTES 30 SECONDS WEST ALONG THE NORTHERLY RIGHT-OF-WAY OF IMMOKALEE ROAD, A DISTANCE OF 699.25 FEET TO THE POINT OF BEGINNING OF THE LANDS HEREIN DESCRIBED.

EXCEPTION 1:

EXCEPTING THEREFROM: THAT PORTION OF THE ABOVE DESCRIBED LANDS SUBDIVIDED IN SUNNY ACRES ESTATES UNIT ONE, ACCORDING TO PLAT THEREOF RECORDED IN PLAT BOOK 6, PAGE 42, OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA.

EXCEPTION 2:

LESS AND EXCEPT:

THAT PORTION OF THE ABOVE DESCRIBED PROPERTY DESCRIBED IN THE WARRANTY DEED DATED AUGUST 8, 2024 AND RECORDED IN BOOK 4849, PAGE 587, OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA.

PARCEL 2:

ALL OF BLOCKS 2, 3,4, 5, 6 AND 7 OF SUNNY ACRES ESTATES UNIT ONE, AS PER PLAT THEREOF RECORDED IN PLAT BOOK 6, PAGE 42, OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA

Exhibit "A-2"



**Proposed Zoning  
Rezoning: PUD 26-0001  
from AR-2 / BA-2 to  
PCD**



Exhibit "B-1"

**Written Statement**

**PLANNED COMMERCIAL DEVELOPMENT WRITTEN STATEMENT  
ANDERSON BUSINESS PARK**

**Type of Development:** Business Park PCD

**Property Owner:** D Anderson Development Inc  
7770 Odom Ranch Trail  
Keystone Heights FL 32656

**Agent:** Colin D. Groff, P.E.  
Black Creek Engineering, Inc.  
3900 Paso Fino Road  
Green Cove Springs, Florida 32043

**PARCELS:** 09-08-23-001047-000-00  
09-08-23-001053-000-00  
Unopened County ROW (requested vacation of ROW)

**Existing Land Use:** Front 800' - Commercial / Remaining - AG

**Proposed Land Use:** Commercial

**Existing Zoning:** Front 800' – BA-2 / Remaining – AR-2

**Requested Zoning:** PCD – Planned Commercial Development

**Surrounding Land Use:** North - MIL  
South – RF  
East – Commercial (Across SR 21)  
West - AG

**Surrounding Zoning-** North – PO-3  
South - RA  
East - BB (Across SR 21)  
West – AR-2

**Property Characteristics**

**Soils:** Penney fine sand, 0 to 5 percent slopes.

**Drainage & Topography:** The site drains to the west; the high elevation on the site is on the Northeastern property boundary (158) at SR 21 sloping to the South to an elevation of 146 at the rear of the property. A natural outfall exists along Treat Road draining to the west.

**Clay County**  
**Planned Commercial Development Written Statement**  
**Anderson Business Park**

**Vegetation:** The site is wooded under a silviculture plan to harvest trees of which the majority are slash pine for lumber and pulp use.

**Flood Zone:** The site lies within Zone X.

**Existing Improvements:**

There are no existing improvements except overhead power lines that transect the property within an easement. There is an existing plat with non-opened county right-of-way that the applicant will request to be vacated.

**Acreage Summary:**

Total Property	60.49 acres
Wetlands	0.00 acres

**DEVELOPABLE 60.49 Acres**

**Permitted Uses:** Appliance sales and services; automotive parts; business machine sales and services; department store; grocery store; drug store; furniture store; hardware store; heating, ventilation, and air conditioning; medical supply; Automobile body shops and motor vehicle custom body work; tire sales and service; wholesale sales rooms and storage rooms; boat and motor sales and service; lawnmower and outboard rentals, sales and service; feed and hay processing and sales; fertilizer stores; well-drilling and pump service; wholesale bakeries; lumber yards and building material sales; wholesale business and warehouses; shops performing custom work in: electrical, plumbing, sheet metal, heating, ventilating and air conditioning; pest control services and supplies; assembly and fabrication of goods using components manufactured elsewhere and brought to site; landscaping and lawn service; wholesale plant nursery.

**Conditional Uses:** Communication Antennas and Communication Towers, including accessory buildings, tower support and peripheral anchors as governed by the provisions of Section 20.3-46 of the Clay County Land Development Code.

Recreational Vehicle and Boat Storage.

**Development Standards:**

**Lot and Building Requirements:**

**Clay County  
Planned Commercial Development Written Statement  
Anderson Business Park**

1. **Setback Requirements:** The principal building(s), accessory structures and other uses shall be located so as to comply with the following minimum requirements:
  - a. **Side Lot Setbacks:** Side lot setbacks on property which abuts residential or agricultural districts shall be not less than twenty-five (25) feet from side property lines. If said lot is a corner lot, then setbacks should be the same as the front setback.
  - b. Where the adjoining lot is also zoned for business, the building may be placed up to the side lot line, providing the building is constructed in accordance with the regulations of the applicable Building Code; in all other construction, the minimum side setback shall be fifteen (15) feet.
  - c. Rear lot line setbacks shall not be less than twenty (20) feet from rear property line, or not less than twenty-five (25) feet when adjacent to multi-family and single-family residences. If the rear yard does not abut a public street, then access over private property shall be provided. Access shall be not less than fifteen (15) feet in width, and shall be unobstructed at all times.
  - d. Front lot line setbacks shall be a minimum of forty (40) feet from front property line.
2. Where PCD is adjacent to a lot line of property of a residential or agricultural classification, no materials, garbage containers or refuse shall be allowed nearer than thirty (30) feet to such a residential or agricultural district. Garbage or refuse shall be containerized and such containers shall be enclosed or screened so as not to be readily visible.
3. **Density Requirements.** The maximum density of development shall be a FAR of forty (40) percent.
4. No outside amplification of sound shall be permitted which can be heard off-site.
5. **Visual Barrier.** Proposed non-residential development shall be buffered from adjacent land within the residential land use categories identified in Section 20.3-8 with a forty (40) foot natural area with minimum six (6) foot high solid fence on the interior of the buffer. If existing trees and vegetation is removed, a forty (40) buffer will be provided and the buffer material, landscaping and fencing shall meet the current landscape code for a Perimeter Buffer "B"

**Lighting Requirements:**

**Exterior Lighting.** All exterior lights and illuminated signs shall be designed, located, installed and directed in such a manner as to prevent objectionable light trespass and glare across the property lines and disability glare at any location on or off the property. Lighting of such areas shall not be used to attract attention to the businesses.

**Clay County**  
**Planned Commercial Development Written Statement**  
**Anderson Business Park**

1. The average light level shall not exceed 3.6 footcandles on any part of the site except covered or protected outdoor work areas, the minimum light level shall be 0.9 footcandles, and the uniformity ratio shall not exceed 4:1. Areas used for parking or vehicle storage shall be illuminated in accordance with the requirements for parking areas set forth elsewhere in this section.
2. Lighting of or on buildings shall be limited to wall-washer type fixtures or up-lights, which do not produce spill light or glare. A cutoff fixture shall not have more than one percent (1%) of lamp lumens above horizontal. Sag lenses, convex lenses, and drop lenses shall be prohibited. Lighting at a building or project shall not be comprised in whole or part of any floodlights.
3. Illumination levels at the property line of the building or project shall not be more than 0.5 f.c. at any point when the building or project is located next to any residential use and shall not be more than 1.0 f.c. when located next to any other use. To avoid glare or spill light from encroaching onto adjacent properties, illumination shall be installed with house side shields and reflectors and shall be maintained in such a manner as to confine light rays to the remises of the building or project.
4. Lighting shall be installed with time controls so that light levels are reduced not later than one hour after the close of operations to the minimum levels needed under the IESNA to ensure safety and security (approximately a 50% reduction). Light fixtures shall not exceed 20 feet in height in parking areas and other parts of the site, and along sidewalks and parking lot pedestrian corridors, decorative streetlights shall be provided with a height not to 12 feet with lights spaced no more than 40 feet apart.
5. A photometric plan and site lighting plan shall be required with building construction drawings to ensure these standards have been met.
6. Light fixtures shall not exceed 25 feet in height in parking areas and other parts of the site, and along sidewalks and parking lot pedestrian corridors may not exceed 12 feet in height.

**Signage Requirements:**

1. Shopping Center Signs. Monument signs are allowed.
  - a. Signs. Monument signs shall be allowed at each entrance into shopping centers. Allowable sign size shall be 50 square feet, exceeding this figure when a calculation of one square foot per 1,000 square feet of building area allows. Sign size shall not exceed 150 square feet, and sign height shall not exceed 8 feet, with architectural features of the sign not to exceed 12 feet in height. Pole and pylon signs are prohibited. Monument signs may be externally illuminated and shall be designed such that all means of support are concealed. Street numbers shall be placed on signs at a minimum letter height of 3 ½" or 10% of sign face height.
  - b. Canopy Signs. One canopy or awning sign per occupancy may be permitted subject to the following. The area of copy shall not exceed one square foot per linear foot of canopy, front and sides or a maximum of 75 square feet, front and sides. No canopy sign shall be less than nine feet above the ground immediately

**Clay County  
Planned Commercial Development Written Statement  
Anderson Business Park**

below it. Copy may be installed above or on the face of the canopy, provided that the copy area of a sign installed above or on the canopy will be computed on the total of the sign face and the canopy apron. Signs attached to the underside of a canopy shall have a copy area no greater than six square feet.

2. Freestanding Retail, Office, and Industrial Signs. Monument signs are allowed. Allowable sign size is 50 square feet, exceeding this figure when a calculation of one square foot per five linear feet of lot frontage allows. Such signs shall be a maximum of 75 square feet and a maximum height of ten feet. Signs shall be located in an area that is between five and 20 feet from the right-of-way. One freestanding sign per parcel is allowed for the primary street frontage, as indicated by the orientation of the main entrance of the building.
3. Office/Industrial Park/Complex Uses. Freestanding monument signs are allowed. Size of signs is calculated at a rate of one square foot per 1,000 square feet of building area, beyond a base of 50 square feet. Maximum sign size is 150 feet and maximum height is 15 feet.
4. Sign Illumination. Any external above-ground light source shall be located and hidden within a planter bed. Light sources located outside the planter bed shall be in a burial fixture. Sign lights shall be focused, directed, and so arranged as to prevent glare or direct illumination or traffic hazard from said lights onto residential districts or onto the abutting roadways. No flashing or pulsating lights shall be permitted on any sign.
5. Wall Signs. Wall signs are allowed for commercial, office, and industrial buildings. Maximum sign area shall be determined by multiplying the occupancy front foot (linear footage) by 1.5 feet. The maximum sign vertical dimension shall not exceed 20 percent of the building height. In the case of multi-use buildings with individual frontages, these standards shall apply to each portion of the building occupied by a use. Total wall sign size may not exceed 400 square feet.
6. Prohibited Signs.
  - a. Pole or pylon signs.
  - b. Billboards and off-premises signs.
  - c. Flashing or revolving signs, except for barber poles (allowable only in the supplemental sidewalk zone in shopping streets in the Community and Activity Center and in the Neighborhood Center;
  - d. Roof signs;
  - e. Any sign suspended between poles and illuminated by a series of lights;
  - f. Any sign erected on a tree or utility pole, or painted or drawn on a rock or other natural feature;
  - g. Any sign suspended between poles which is either a pennant or spinner;
  - h. Signs which contain, include, or are illuminated by any flashing, intermittent, or moving light or light except for those giving public service information such as time, date, temperature, weather, or similar information.

**Landscape Requirements:**

**Clay County  
Planned Commercial Development Written Statement  
Anderson Business Park**

1. Landscaping shall meet the Clay County standards in effect at the time the PCD is approved except the designated natural landscape buffer as depicted in the plan. The required 10% VUA landscaping shall be distributed within the development plan as depicted on the PCD Site Plan.
2. Individual site plans will meet all current Clay County standards at the time of submittal.

**Parking Requirements:**

Parking requirements shall meet the Clay County standards in effect at the time of individual site plan application.

**Life Safety Requirements:**

Fire access will meet current NFPA standards in effect at the time of individual site plan application.

**Phases:**

The project will be constructed in six phases. Each phase corresponds to each parcel within the planned commercial development. Individual site plans will be submitted for review and approval. Stormwater management will be in a master facility for the development and common area management will be the responsibility of the property owner's association.

Exhibit "B-2"



<b>ANDERSON BUSINESS CENTER</b> PROPOSED COMP PLAN AMENDMENT Project Location: [Blank]		SHEET 1
<b>BLACK CREEK ENGINEERING, INC.</b> 1000 S. [Blank] [Blank] [Blank] [Blank] [Blank] [Blank]		DATE: [Blank] DRAWN BY: [Blank] CHECKED BY: [Blank] SCALE: [Blank] PLOT DATE: [Blank]
NO. [Blank] REVISIONS [Blank]	DATE: [Blank] BY: [Blank]	NOT ISSUED FOR CONSTRUCTION

**Attachment  
“F”  
Ordinance  
Data  
Centers**

ORDINANCE NUMBER 2026-044

**AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF NASSAU COUNTY, FLORIDA; IMPOSING A TEMPORARY MORATORIUM ON THE ACCEPTANCE, REVIEW, OR APPROVAL OF APPLICATIONS FOR DEVELOPMENT PERMITS, DEVELOPMENT ORDERS, REZONING, OR SITE PLANS RELATED TO DATA CENTERS, DATA PROCESSING FACILITIES, DATA MINING OR CRYPTOCURRENCY MINING OPERATIONS (REFERENCED HEREIN COLLECTIVELY AS DATA CENTER FACILITIES) WITHIN UNINCORPORATED NASSAU COUNTY, FLORIDA; ADOPTING FINDINGS; PROVIDING FOR THE STUDY AND DEVELOPMENT OF APPROPRIATE LAND USE REGULATIONS ADDRESSING SUCH DATA CENTER USES; PROVIDING FOR CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Board of County Commissioners (Board) has the authority pursuant to Chapter 125, Florida Statutes, and Article VIII of the Florida Constitution to protect the public health, safety and general welfare of its residents and to enact ordinance for valid governmental purposes that are no inconsistent with general or special law; and

**WHEREAS**, on April 13, 2026, the Board directed the County Attorney to prepare an ordinance instituting a temporary moratorium on the acceptance, review, or approval of applications for data center facilities; and

**WHEREAS**, Nassau County is located within a coastal region, an area that relies heavily upon groundwater resources from the Floridan Aquifer system, which has historically been subject to significant management and conservation efforts due to saltwater intrusion risks and long-term sustainability concerns; and

**WHEREAS**, state and regional planning efforts emphasize the importance of careful management of groundwater withdrawals and coastal water resources to ensure long-term environmental and economic stability for coastal communities; and

**WHEREAS**, data center facilities are known to require substantial water resources for cooling systems and substantial electrical power to support continuous computing operations, which in some cases require infrastructure demands comparable to small municipalities; and

Page 1 of 6

Additions = red underline

Deletions = ~~red strikethrough~~

Relocated = green double underline

**WHEREAS**, such facilities have the potential to place significant demands on regional groundwater supplies, water treatment infrastructure, and electrical grid capacity, particularly in rapidly growing areas; and

**WHEREAS**, the Board finds that Nassau County currently lacks specific zoning provisions or development regulations addressing the unique operational characteristics, infrastructure requirements, and environmental considerations associated with data center facilities; and

**WHEREAS**, the Board further finds that allowing such facilities to proceed without appropriate regulatory standards could create risks to the County's water resources, electrical infrastructure capacity, land use planning objectives, and long-term community development strategy; and

**WHEREAS**, Nassau County's proximity to sensitive coastal ecosystems, wetlands, estuarine systems, and maritime forests further underscores the importance of ensuring that new forms of industrial-scale development are evaluated carefully and responsibly; and

**WHEREAS**, local governments may enact moratoriums if the moratorium is intended to preserve the status quo and is rationally related to the government's attempt to enact changes to development regulations. (*WCI Communities Inc. v. City of Coral Springs*, 885 So. 2d 912 (Fla. 4<sup>th</sup> DCA 2004)); and

**WHEREAS**, Florida courts have held that permissible basis for land use restrictions include concern about the effect of the proposed development on traffic, congestion, surrounding property values, demands for public services, and on other aspects of the general welfare (*WCI Communities Inc. v. City of Coral Springs*, 885 So.2d 912 (Fla. 4<sup>th</sup> DCA 2004; *see also Corn v. City of Lauderdale Lakes*, 997 F.2d 1369, 1375 (11<sup>th</sup> Cir. 1993)); and

**WHEREAS**, local governments are entitled to enact moratoriums as a land-use tool to promote effective planning and preserve the status quo during this change (*Tahoe-Sierra Pres. Council, Inc. v. Tahoe Reg'l Planning Agency*, 535 U.S. 302, 337, 122 S.Ct. 1465, L.Ed.2d 517 (2002) (holding temporary moratoria are used widely among land use planners to preserve the status quo while formulating a more permanent development strategy); and

**WHEREAS**, the County is actively engaged in the process of review, study, and planning public workshops and hearings to prepare and adopt amendments to its Comprehensive Plan, Land Development Regulations, and Code of Ordinances as may be necessary to address the demands of data center facilities; and

**WHEREAS**, a temporary moratorium on the acceptance, review, or approval of applications for development permits, development orders, rezoning, or site plans related to data center facilities within unincorporated Nassau County will allow time to review, study, hold public hearing, and prepare and adopt an amendment or amendments to the County Comprehensive Plan, Land Development Regulations, or Code of Ordinances, as may be required, to address such uses; and

**WHEREAS**, the Board wishes to establish a temporary moratorium of up to one (1) year on the acceptance, review, or approval of applications for development permits, development orders, rezoning, or site plans related to data center facilities within unincorporated areas and such moratorium is reasonable and necessary to accomplish the goal of revising its regulations to ensure the community welfare is well-balanced and the public health, safety and general welfare are preserved; and

**WHEREAS**, public notice of all hearings required by law has been provided in accordance with Chapters 125 and 163, Florida Statutes and the Nassau County Land Development Code; and

**WHEREAS**, the Board of County Commissioners finds this ordinance imposing a one (1) year temporary moratorium on the acceptance, review, or approval of applications for data center facilities serves the health, safety, and welfare of the residents of and visitors to Nassau County, Florida.

**NOW THEREFORE, BE IT ORDAINED** by the Board of County Commissioners of Nassau County, Florida as follows:

**SECTION 1. FINDINGS OF FACT.**

The foregoing recitals are hereby adopted as legislative findings of the Board of County Commissioners and are ratified and confirmed as being true and correct and are hereby made a specific part of this Ordinance upon adoption thereof.

**SECTION 2. PURPOSE.**

The purpose of this Ordinance is to allow Nassau County sufficient time to review, study, hold public hearings, and prepare and adopt an amendment or amendments to the Nassau County Comprehensive Plan, Land Development Code and/or Code of Ordinances, relating to Data Center Facilities.

**SECTION 3. TEMPORARY MORATORIUM ESTABLISHED.**

A temporary moratorium is hereby established on the acceptance, review, processing, or approval of any:

- rezoning applications
- conditional use permits
- development permits
- site plan approvals
- building permits
- or other development approvals

for the construction, expansion, or operation of Data Center Facilities within the unincorporated areas of Nassau County.

**SECTION 3. DEFINITION.**

For the purposes of this moratorium, Data Center Facilities is a building, a dedicated space within a building, or group of buildings housing computer systems and associated components, such as telecommunication and data processing systems, to be used for remote storage, processing, or distribution of large amounts of data. Examples of such data, include but are not limited to, computationally intensive applications such as cryptocurrency mining, artificial intelligence (A.I.) computing, weather modeling, genome sequencing, application hosting, cloud storage, video and technical streaming services, etc. Such facilities may include air handlers, power generators, water cooling and storage facilities, utility substations, and other infrastructure to support operations.

Additions = red underline  
Deletions = ~~red strikethrough~~  
Relocated = green double underline

#### **SECTION 4. STUDY AND EVALUATION.**

During the moratorium period, Nassau County staff shall conduct a comprehensive review of the potential impacts associated with data center facilities, including but not limited to:

1. Groundwater withdrawal impacts, particularly as they relate to the Floridan Aquifer and coastal aquifer management policies.
2. Water supply and wastewater treatment capacity, including potential impacts on municipal and regional water systems.
3. Electrical grid capacity and infrastructure requirements, including consultation with regional electric utilities regarding potential long-term demand impacts.
4. Land use compatibility, including appropriate zoning classifications and development standards for such facilities.
5. Environmental considerations, including impacts on wetlands, coastal ecosystems, noise, lighting, and surrounding land uses.
6. Best practices adopted by other jurisdictions in Florida and throughout the United States for the regulation of data center development.

#### **SECTION 5. DEVELOPMENT OF REGULATORY FRAMEWORK.**

Following the completion of and during the review process, County staff shall present best practices, hold public workshops, and make final recommendations to the Board of Commissioners regarding the adoption of appropriate zoning regulations, permitting requirements, infrastructure standards, and environmental safeguards governing data center facilities within Nassau County.

#### **SECTION 6. DURATION.**

This temporary moratorium shall remain in effect for a period of twelve (12) months from and including the effective date of this Ordinance or until the effective date of an ordinance(s) amending the Nassau County Comprehensive Plan, Land Development Regulations and/or the Code of Ordinances relating to Data Center Facilities, whichever first occurs.

#### **SECTION 7. CONFLICTING PROVISIONS.**

All ordinances, or parts of ordinances, in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

**SECTION 8. SEVERABILITY.**

It is the intent of the Board of County Commissioners of Nassau County, Florida, and is hereby provided, that if any section, subsection, sentence, clause, phrase, or provision of this Ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, such invalidity or unconstitutionality shall not be so construed as to render invalid or unconstitutional the remaining provisions of this Ordinance.

**SECTION 9. EFFECTIVE DATE.**

This Ordinance shall take effect upon filing with the Secretary of State as provided in Florida Statutes, Section 125.66.

**ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2026 BY THE BOARD OF COUNTY COMMISSIONERS OF NASSAU COUNTY, FLORIDA.**

BOARD OF COUNTY COMMISSIONERS  
NASSAU COUNTY, FLORIDA

\_\_\_\_\_  
ALYSON R. MCCULLOUGH  
Chair

ATTEST AS TO CHAIR’S SIGNATURE:

\_\_\_\_\_  
MITCH L. KEITER  
Its: Ex-Officio Clerk

Approved as to form by the Nassau County Attorney:

\_\_\_\_\_  
DENISE C. MAY

Additions = red underline  
Deletions = ~~red strikethrough~~  
Relocated = green double underline



Agenda Item  
Clay County Board of County Commissioners

Clay County Administration Building  
Tuesday, May 26 4:00 PM

TO: Board of County  
Commissioners

DATE:

FROM: The Clerks Office

SUBJECT: The Finance Department business is submitted to request approval and ratification by the Board for various warrants and disbursements in order to meet the requirements of Ch. 136.06 (1) FL Statute. Acceptance and disposal of various Board property and various documents are submitted for the Board's information. At times, approval is requested for various finance related issues.

AGENDA ITEM TYPE:

---

BACKGROUND INFORMATION:

Backup documentation is available on request at the Clay County Administration Building, located at 477 Houston Street, Green Cove Springs.

ATTACHMENTS:

Description	Type	Upload Date	File Name
-------------	------	-------------	-----------

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Budget Office	Streeper, Lisa	Approved	5/20/2026 - 3:11 PM	Item Pushed to Agenda



Agenda Item  
Clay County Board of County Commissioners

Clay County Administration Building  
Tuesday, May 26 4:00 PM

TO: Board of County Commissioners

DATE:

FROM: Administrative and  
Contractual Services

**SUBJECT:**

Approval to post Notice of Intent to Award Bid No. 25/26-017, Jail Fire Alarm Replacement project to Firetrol Protection Systems, Inc. in the amount of \$265,476.00. Approval of award will be effective after the 72-hour protest period was expired.

Fire Sprinkler Services FL, LLC and Redwire, LLC failed to provide a proper Bid Bond, and were deemed Non-Responsive.

**Funding Source:**

Sheriff Countywide Fund - Buildings Jail / Law Enforcement - Jail Fire Alarm - Buildings

**AGENDA ITEM TYPE:**

---

**BACKGROUND INFORMATION:**

Request for Bids was issued with the intent to award a qualified and licensed Contractor for fire alarm upgrades and improvements at the Clay County Jail. The project will consist of the complete replacement of the existing fire alarm system to deliver a fully operational and code-compliant system.

Substantial Completion shall be accomplished within ninety (90) days from Notice to Proceed. The Contractor shall achieve Final Completion of the Project no less than thirty (30) calendar days after the delivery of the Punch List by the County to the Contractor.

1,235 Suppliers were notified

33 Suppliers downloaded the Request for Bid

4 Bids were received

2 Bidders (Fire Sprinkler Services FL, LLC and Redwire, LLC) failed to provide a proper Bid Bond, and were deemed Non-Responsive.

4 No Bids were received

10 Contractors attended the Mandatory Pre-Bid

Pursuant to Chapter 5, Section C of the Purchasing Policy, the County Manager is authorized to approve and execute the agreement on behalf of the Board following Board approval of the award.

Is Funding Required (Yes/No): If Yes, Was the item budgeted  
**Yes** (Yes\No\N/A):  
**Yes**

**Funding Source:**

Sheriff Countywide Fund - Buildings Jail / Law Enforcement - Jail Fire Alarm - Buildings

**Account No.:**

FD1002 - CC1152 - PRJ100867 - SC562000

Sole Source (Yes\No): Advanced Payment  
**No** (Yes\No):  
**No**

Planning Requirements:

Public Hearing Required (Yes\No):

Hearing Type:

Initiated By:

N/A

**ATTACHMENTS:**

Description	Type	Upload Date	File Name
▢ Vendor Analytics RFB 25/26-017	Backup Material	5/20/2026	6_Vendor_Analytics_-_Jail_Fire_Alarm_Upgraded sada.pdf
▢ Jail Fire Alarm Upgrade	Backup Material	5/20/2026	Final - RFB 25.26-017 -_Jail_Fire_Alarm_Upgraded sada.pdf


**REVIEWERS:**

Department	Reviewer	Action	Date	Comments
Purchasing	Streeper, Lisa	Approved	5/20/2026 - 3:13 PM	Item Pushed to Agenda





## Project View Count

# 740






### Vendor Funnel

 Followers	<b>20</b>
 Downloaders	<b>33</b>
 Applicants	<b>10</b>
 No Bids	<b>4</b>
 Submissions	<b>4</b>

### Vendors

Vendor	Followed	Downloaded	Applied	No Bid	Submitted
ASSIST2BUILD  <i>brandon@assist2build.org</i>			✓	✓	
Alligood Electric Company <i>jalligood@alligoodelectric.com</i>		✓			
Atlantic Coast Construction Group <i>estimates@atlcoast.org</i>	✓	✓			
Blackridge Research and Consult <i>venkatesh@blackridgeresearch.com</i>		✓			
C&S Site Prep, Inc.  <i>candsprep@gmail.com</i>	✓	✓			
ConstructConnect  <i>content@constructconnect.com</i>		✓			
Construction Bid Source <i>axion.cbs@gmail.com</i>		✓			
DF Interactive NC LLC <i>bids+opengov@davidfine.dev</i>		✓			
Dodgedocs  <i>dodge.bidding@construction.com</i>		✓			
Druml Group	✓	✓			

agould@drumlgroup.com						
Fire Sprinkler Services  No Reviews jbryant@firesprinklerservices.com	✓	✓	✓			✓
Firetrol Protection Systems, Inc. sgustavson@firetrol.net	✓	✓	✓			✓
Florida Surety Bonds, Inc.  No Reviews kim@floridasuretybonds.com	✓					
Florida Surety Bonds, Inc.  No Reviews sarah@floridasuretybonds.com	✓					
Frontline Integration Systems LLC bsukovich@frontlineintegration.com		✓				
Future Computer Systems, LLC  bid@fcsecurity.net	✓	✓	✓			
GovGuide  No Reviews rfp@yourgovguide.com			✓			
ILVS, LLC  No Reviews ilvsfire@gmail.com	✓	✓				
Imperial Construction & Electric  haryaneg@imperialcm.com	✓	✓				
JSC Systems d.finnigan@jscsystems.net		✓				
JSC Systems, Inc  No Reviews k.walters@jscsystems.net	✓	✓				
Legacy in Action, Construction, R lisa@legacyclay.com	✓	✓				
Life Safety Designs, Inc. joshua.naimo@pyebarkerfs.com	✓	✓	✓			✓
Mid State Builders Exchange Inc hugh@bxplanroom.com	✓	✓				
Miller Electric Company  5 swynne@mecojax.com	✓	✓				
None martin.larinas@gmail.com		✓				

North America Procurement Cour <i>notifications@napc.me</i>		✓				
OG LLC <i>rfp.radarusa@gmail.com</i>		✓				
Redwire <i>agalavis@redwire.com</i>	✓	✓				
Redwire LLC <i>ggalarza@redwire.com</i>	✓	✓	✓			✓
RevStar Consulting  No Review <i>nastassia.barkouskaya@revstarcons</i>		✓				
Security and Fire Electronics <i>frank@safeinc.com</i>	✓	✓	✓	✓		
Source Management  No Review <i>sourcemanagement@deltek.com</i>	✓	✓				
Traffic Protection Solutions  No <i>matt@trafficprotectionsolutions.com</i>				✓	✓	
Transource Services Corp  4 <i>jeremys@transource.com</i>				✓	✓	
VendorLink, LLC  No Reviews <i>bids@evendorlink.com</i>		✓				
Visual <i>visualbidalerts@gmail.com</i>		✓				
WW GAY FIRE PROTECTION <i>bwright@sciensusa.com</i>	✓	✓	✓			



# BID RECOMMENDATION FORM

**TITLE:**

RFB No. 25/26-017, Jail Fire Alarm Upgrade - Clay County Jail

**DATE OF RECOMMENDATION:**

May 19, 2026

**BIDDERS**

- Assists2Build, Inc.

---

- Fire Sprinkler Services FL, LLC

---

- Firetrol Protection Systems, Inc.

---

- Life Safety Designs, Inc., dba Pye Barker Fire & Safety

---

- Redwire, LLC

---

- S.A.F.E, Security and Fire Electronics, Inc.

---

- Traffic Protection Solutions, LLC

---

- Transource Services Corp.

---



---



---

**BID TOTAL**

- No Bid

---

- \$212,858.10

---

- \$265,476.00

---

- \$342,917.00

---

- \$292,811.96

---

- No Bid

---

- No Bid

---

- No Bid

---



---



---

**FUNDING SOURCE:** Sheriff County Wide Fund - Buildings - Jail / Law Enforcemt - Jail Fire Alarm - Buildings

**RECOMMENDATION:**

After reviewing all bids received in response to Request for Bid (RFB) No. 25/26-017, Jail Fire Alarm Upgrade - Clay County Jail, it is recommended that the contract be awarded to Firetrol Protection Systems, Inc., as they are the lowest responsive bidder and have met all requirements of the solicitation.

Fire Sprinkler Services FL, LLC and Redwire, LLC failed to provide a proper Bid Bond, and were deemed Non-Responsive.

**Staff Assigned to Tabulate Bids and Make Recommendations:**

**NAME / TITLE:**

Taylor Clever

---

Adam Phillips

---

**SIGNATURE:**

*Taylor Clever*  
Taylor Clever (May 19, 2026 15:18:17 EDT)

---

*Adam Phillips*  
Adam Phillips (May 19, 2026 15:24:18 EDT)

---

## BID TABULATION FORM

Bid: 25/26-017

Date: May 5, 2026

Proj: **Jail Fire Alarm Upgrade - Clay County Jail**

Time Open: 9:00 AM

Ad: Thursday, April 2, 2026

Time Close: 9:06 AM

This is a generic Bid Tabulation Form; all required bid documents will be verified prior to bid recommendation.

**Bids to be evaluated based on evaluation criteria established in bid document**

Bidder		Bid Bond	Addendum	Total
1	Assist2Build, Inc.	N/A	N/A	No Bid
2	Fire Sprinkler Services FL, LLC	No	Yes	\$212,858.10
3	Firetrol Protection Systems, Inc.	Yes	Yes	\$265,476.00
4	Life Safety Designs, Inc. d/b/a Pye Barker Fire & Safety	Yes	Yes	\$342,917.00
5	Redwire, LLC	No	Yes	\$292,811.96
6	(S.A.F.E) Security and Fire Electronics, Inc	N/A	N/A	No Bid
7	Traffic Protection Solutions, LLC	N/A	N/A	No Bid
8	Transource Services Corp.	N/A	N/A	No Bid
9				
10				
11				
12				



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

---

**EVALUATION TABULATION**

RFB No. 25/26-017

Jail Fire Alarm Upgrade - Clay County Jail

RESPONSE DEADLINE: May 4, 2026, at 4:00 pm

**SELECTED VENDOR TOTALS**

Vendor	Total
Fire Sprinkler Services	\$212,858.10
Firetrol Protection Systems	\$265,476.00
Redwire LLC	\$292,811.96
Life Safety Designs, LLC.	\$342,917.00

EVALUATION TABULATION

RFB No. 25/26-017

Jail Fire Alarm Upgrade - Clay County Jail

**FIRE ALARM DEVICES**

Selected	Line Item	Fire Alarm Devices			Fire Sprinkler Services		Firetrol Protection Systems		Life Safety Designs, LLC.		Redwire LLC	
		Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
<b>General Conditions</b>												
X	1	General Conditions	1	LS	\$53,120.56	\$53,120.56	\$19,401.22	\$19,401.22	\$40,214.00	\$40,214.00	\$184,156.25	\$184,156.25
<b>Detection and Monitoring Devices</b>												
X	2	Main Fire Alarm Control Panel with graphical display screen capable of displaying the building floor plan layout.	1	Each	\$17,688.00	\$17,688.00	\$1,025.00	\$1,025.00	\$6,345.00	\$6,345.00	\$8,310.17	\$8,310.17
X	3	Audible and Visual Notification Panels with power suppliers, batteries annunciation, and communication modules.	6	Each	\$3,267.00	\$19,602.00	\$8,048.00	\$48,288.00	\$2,742.00	\$16,452.00	\$1,810.44	\$10,862.64
X	4	Audible Detector Base	6	Each	\$183.00	\$1,098.00	\$226.79	\$1,360.74	\$260.00	\$1,560.00	\$0.00	\$0.00
X	5	Sprinkler waterflow indicators (including required monitoring modules) and accessories	13	Each	\$262.50	\$3,412.50	\$481.92	\$6,264.96	\$532.00	\$6,916.00	\$0.00	\$0.00
X	6	Addressable Monitor Modules (including tamper switches), manual pull stations, sprinkler waterflow switches, Ansul System wtiches and heat detectors.	89	Each	\$193.36	\$17,209.04	\$642.59	\$57,190.51	\$958.00	\$85,262.00	\$174.44	\$15,525.16

EVALUATION TABULATION

Invitation For Bid - Jail Fire Alarm Upgrade - Clay County Jail

Page 2

EVALUATION TABULATION

RFB No. 25/26-017

Jail Fire Alarm Upgrade - Clay County Jail

Selected	Line Item	Fire Alarm Devices			Fire Sprinkler Services		Firetrol Protection Systems		Life Safety Designs, LLC.		Redwire LLC	
		Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	7	Addressable control relays for HVAC shutdown, elevator control, door holders, smoke control systems, and other interfaces.	99	Each	\$230.00	\$22,770.00	\$548.71	\$54,322.29	\$372.00	\$36,828.00	\$187.27	\$18,539.73
X	8	New smoke detectors	286	Each	\$183.00	\$52,338.00	\$224.76	\$64,281.36	\$314.00	\$89,804.00	\$109.28	\$31,254.08
X	9	New duct smoke detectors	61	Each	\$420.00	\$25,620.00	\$218.72	\$13,341.92	\$976.00	\$59,536.00	\$396.13	\$24,163.93
Total						\$212,858.10		\$265,476.00		\$342,917.00		\$292,811.96



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

---

**[ASSIST2BUILD] RESPONSE DOCUMENT REPORT**

RFB No. 25/26-017

Jail Fire Alarm Upgrade - Clay County Jail

RESPONSE DEADLINE: May 4, 2026, at 4:00 pm

**ASSIST2BUILD Response**

**CONTACT INFORMATION**

**Company:**

ASSIST2BUILD

**Email:**

brandon@assist2build.org

**Contact:**

Brandon Mullis

**Address:**

4081 Clifford Lane  
Middleburg, FL 32068

**Phone:**

N/A

**Website:**

[www.assist2build.org](http://www.assist2build.org)

**Submission Date:**

Apr 15, 2026, 1:20 PM (Eastern Time)

"No Bid" submitted on Apr 15, 2026, 1:20 PM for the following reason:

*We do not offer the products or services sought*



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

---

**[FIRE SPRINKLER SERVICES] RESPONSE DOCUMENT REPORT**

RFB No. 25/26-017

Jail Fire Alarm Upgrade - Clay County Jail

RESPONSE DEADLINE: May 4, 2026, at 4:00 pm

**Fire Sprinkler Services Response**

**CONTACT INFORMATION**

**Company:**

Fire Sprinkler Services

**Email:**

[jbryant@firesprinklerservices.com](mailto:jbryant@firesprinklerservices.com)

**Contact:**

John Bryant

**Address:**

9313 Old Kings Road South  
Jacksonville, FL 32257

**Phone:**

N/A

**Website:**

N/A

**Submission Date:**

May 4, 2026, 1:06 PM (Eastern Time)

**ADDENDA CONFIRMATION**

Addendum #1  
*Confirmed May 1, 2026 2:14 PM by John Bryant*

**PRICE TABLES**

**FIRE ALARM DEVICES**

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
<b>General Conditions</b>					
1	General Conditions	1	LS	\$53,120.56	\$53,120.56
<b>Detection and Monitoring Devices</b>					
2	Main Fire Alarm Control Panel with graphical display screen capable of displaying the building floor plan layout.	1	Each	\$17,688.00	\$17,688.00
3	Audible and Visual Notification Panels with power suppliers, batteries annunciation, and communication modules.	6	Each	\$3,267.00	\$19,602.00
4	Audible Detector Base	6	Each	\$183.00	\$1,098.00
5	Sprinkler waterflow indicators (including required monitoring modules) and accessories	13	Each	\$262.50	\$3,412.50
6	Addressable Monitor Modules (including tamper switches), manual pull stations, sprinkler waterflow swtiches, Ansul System wtiches and heat detectors.	89	Each	\$193.36	\$17,209.04

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
7	Addressable control relays for HVAC shutdown, elevator control, door holders, smoke control systems, and other interfaces.	99	Each	\$230.00	\$22,770.00
8	New smoke detectors	286	Each	\$183.00	\$52,338.00
9	New duct smoke detectors	61	Each	\$420.00	\$25,620.00
<b>TOTAL</b>					<b>\$212,858.10</b>



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

[FIRETROL PROTECTION SYSTEMS] RESPONSE DOCUMENT REPORT

RFB No. 25/26-017

Jail Fire Alarm Upgrade - Clay County Jail

RESPONSE DEADLINE: May 4, 2026, at 4:00 pm

Firetrol Protection Systems Response

CONTACT INFORMATION

**Company:**

Firetrol Protection Systems

**Email:**

sgustavson@firetrol.net

**Contact:**

Shannon Gustavson

**Address:**

9143 Philips Highway  
Suite 580  
Jacksonville, FL 32256

**Phone:**

(904) 776-4010

**Website:**

<http://www.firetrol.net>

**Submission Date:**

May 4, 2026, 2:01 PM (Eastern Time)

**ADDENDA CONFIRMATION**

Addendum #1  
*Confirmed Apr 29, 2026 10:33 AM by Shannon Gustavson*

**PRICE TABLES**

**FIRE ALARM DEVICES**

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
<b>General Conditions</b>					
1	General Conditions	1	LS	\$19,401.22	\$19,401.22
<b>Detection and Monitoring Devices</b>					
2	Main Fire Alarm Control Panel with graphical display screen capable of displaying the building floor plan layout.	1	Each	\$1,025.00	\$1,025.00
3	Audible and Visual Notification Panels with power suppliers, batteries annunciation, and communication modules.	6	Each	\$8,048.00	\$48,288.00
4	Audible Detector Base	6	Each	\$226.79	\$1,360.74
5	Sprinkler waterflow indicators (including required monitoring modules) and accessories	13	Each	\$481.92	\$6,264.96
6	Addressable Monitor Modules (including tamper switches), manual pull stations, sprinkler waterflow swtiches, Ansul System wtiches and heat detectors.	89	Each	\$642.59	\$57,190.51

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
7	Addressable control relays for HVAC shutdown, elevator control, door holders, smoke control systems, and other interfaces.	99	Each	\$548.71	\$54,322.29
8	New smoke detectors	286	Each	\$224.76	\$64,281.36
9	New duct smoke detectors	61	Each	\$218.72	\$13,341.92
<b>TOTAL</b>					<b>\$265,476.00</b>



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

---

**[LIFE SAFETY DESIGNS, LLC.] RESPONSE DOCUMENT REPORT**

RFB No. 25/26-017

Jail Fire Alarm Upgrade - Clay County Jail

RESPONSE DEADLINE: May 4, 2026, at 4:00 pm

**Life Safety Designs, LLC. Response**

**CONTACT INFORMATION**

**Company:**

Life Safety Designs, LLC.

**Email:**

joshua.naimo@pyebarkerfs.com

**Contact:**

Joshua Naimo

**Address:**

3038 Lenox Avenue  
Jacksonville, FL 32254

**Phone:**

(904) 388-1700

**Website:**

N/A

**Submission Date:**

May 1, 2026, 2:15 PM (Eastern Time)

**ADDENDA CONFIRMATION**

Addendum #1  
*Confirmed May 1, 2026 10:01 AM by Joshua Naimo*

**PRICE TABLES**

**FIRE ALARM DEVICES**

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
<b>General Conditions</b>					
1	General Conditions	1	LS	\$40,214.00	\$40,214.00
<b>Detection and Monitoring Devices</b>					
2	Main Fire Alarm Control Panel with graphical display screen capable of displaying the building floor plan layout.	1	Each	\$6,345.00	\$6,345.00
3	Audible and Visual Notification Panels with power suppliers, batteries annunciation, and communication modules.	6	Each	\$2,742.00	\$16,452.00
4	Audible Detector Base	6	Each	\$260.00	\$1,560.00
5	Sprinkler waterflow indicators (including required monitoring modules) and accessories	13	Each	\$532.00	\$6,916.00
6	Addressable Monitor Modules (including tamper switches), manual pull stations, sprinkler waterflow swtiches, Ansul System wtiches and heat detectors.	89	Each	\$958.00	\$85,262.00

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
7	Addressable control relays for HVAC shutdown, elevator control, door holders, smoke control systems, and other interfaces.	99	Each	\$372.00	\$36,828.00
8	New smoke detectors	286	Each	\$314.00	\$89,804.00
9	New duct smoke detectors	61	Each	\$976.00	\$59,536.00
<b>TOTAL</b>					<b>\$342,917.00</b>



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

---

**[REDWIRE LLC] RESPONSE DOCUMENT REPORT**

RFB No. 25/26-017

Jail Fire Alarm Upgrade - Clay County Jail

RESPONSE DEADLINE: May 4, 2026, at 4:00 pm

**Redwire LLC Response**

**CONTACT INFORMATION**

**Company:**

Redwire LLC

**Email:**

ggalarza@redwire.com

**Contact:**

Gilberto Galarza

**Address:**

1136 Thomasville RD  
Tallahassee, FL 32303

**Phone:**

N/A

**Website:**

[Redwire.com](http://Redwire.com)

**Submission Date:**

May 4, 2026, 3:56 PM (Eastern Time)

**ADDENDA CONFIRMATION**

Addendum #1  
*Confirmed May 4, 2026 3:38 PM by Gilberto Galarza*

**PRICE TABLES**

**FIRE ALARM DEVICES**

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
<b>General Conditions</b>					
1	General Conditions	1	LS	\$184,156.25	\$184,156.25
<b>Detection and Monitoring Devices</b>					
2	Main Fire Alarm Control Panel with graphical display screen capable of displaying the building floor plan layout.	1	Each	\$8,310.17	\$8,310.17
3	Audible and Visual Notification Panels with power suppliers, batteries annunciation, and communication modules.	6	Each	\$1,810.44	\$10,862.64
4	Audible Detector Base	6	Each	\$0.00	\$0.00
5	Sprinkler waterflow indicators (including required monitoring modules) and accessories	13	Each	\$0.00	\$0.00
6	Addressable Monitor Modules (including tamper switches), manual pull stations, sprinkler waterflow swtiches, Ansul System wtiches and heat detectors.	89	Each	\$174.44	\$15,525.16

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
7	Addressable control relays for HVAC shutdown, elevator control, door holders, smoke control systems, and other interfaces.	99	Each	\$187.27	\$18,539.73
8	New smoke detectors	286	Each	\$109.28	\$31,254.08
9	New duct smoke detectors	61	Each	\$396.13	\$24,163.93
<b>TOTAL</b>					<b>\$292,811.96</b>



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

[SECURITY AND FIRE ELECTRONICS] RESPONSE DOCUMENT REPORT

RFB No. 25/26-017

Jail Fire Alarm Upgrade - Clay County Jail

RESPONSE DEADLINE: May 4, 2026, at 4:00 pm

Security and Fire Electronics Response

CONTACT INFORMATION

**Company:**

Security and Fire Electronics

**Email:**

frank@safeinc.com

**Contact:**

Franklin Dzioba

**Address:**

2590 Dobbs Rd  
St Augustine, FL 32086

**Phone:**

(904) 824-8553

**Website:**

N/A

**Submission Date:**

May 1, 2026, 12:39 PM (Eastern Time)

"No Bid" submitted on May 1, 2026, 12:39 PM for the following reason:

*The specifications are too confusing*



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

[TRAFFIC PROTECTION SOLUTIONS] RESPONSE DOCUMENT REPORT

RFB No. 25/26-017

Jail Fire Alarm Upgrade - Clay County Jail

RESPONSE DEADLINE: May 4, 2026, at 4:00 pm

Traffic Protection Solutions Response

CONTACT INFORMATION

**Company:**

Traffic Protection Solutions

**Email:**

matt@trafficprotectionsolutions.com

**Contact:**

Matthew Heck

**Address:**

3061 Philips Highway Unit 104  
Jacksonville, FL 32207

**Phone:**

(904) 402-9468

**Website:**

N/A

**Submission Date:**

Apr 14, 2026, 2:22 PM (Eastern Time)

"No Bid" submitted on Apr 14, 2026, 2:22 PM for the following reason:

*We do not offer the products or services sought*



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

[TRANSOURCE SERVICES CORP] RESPONSE DOCUMENT REPORT

RFB No. 25/26-017

Jail Fire Alarm Upgrade - Clay County Jail

RESPONSE DEADLINE: May 4, 2026 at 4:00 pm

Transource Services Corp Response

CONTACT INFORMATION

**Company:**

Transource Services Corp

**Email:**

jeremys@transource.com

**Contact:**

Jeremy Silverman

**Address:**

2405 W Utopia Rd  
Phoenix, AZ 85027

**Phone:**

N/A

**Website:**

<https://www.transource.com/>

**Submission Date:**

Apr 8, 2026, 4:16 PM (Eastern Time)

"No Bid" submitted on Apr 8, 2026, 4:16 PM for the following reason:

*We do not offer the products or services sought*

### 3. Scope of Work

#### 3.1. Purpose

The Clay County Board of County Commissioners (County) is requesting bids from qualified and licensed Contractors for fire alarm upgrades and improvements at the Clay County Sheriff's Office Jail, 901 N Orange Avenue, Green Cove Springs, FL 32043 per the scope of work associated with this Request for Bid (RFB).

#### 3.2. Mandatory Pre-Bid Meeting

A Mandatory Pre-Bid Meeting will be held on April 15, 2026, at 901 N Orange Avenue, Green Cove Springs, FL 32043 with a start time of 2:00 PM.

Meeting location: Front lobby of the Clay County Sheriff's Office Jail.

Attendees from the public are required to sign in upon arrival, with the sign-in sheet provided by a Purchasing Department representative. Once the sign-in sheet has been collected, the Pre-Bid Meeting will officially commence. Please note that no additional attendees will be allowed to sign in or participate in the meeting after the sign-in sheet has been collected.

#### 3.3. Florida Model Jail Standards

All work shall be done in accordance with Florida Model Jail Standards (<https://flsheriffs.org/how-we-serve/jail-services/florida-model-jail-standards/>) as applicable.

#### 3.4. Scope

This project consists of the complete replacement of the existing fire alarm system. The Contractor shall provide all labor, materials, equipment, and supervision necessary to deliver a fully operational and code-compliant system.

Work shall include, but not limited to:

- A. The awarded Contractor shall verify all on-site quantities and submit them to the County Project Manager or their designee prior to installation. If the verified quantities exceed the specified amount, the Contractor shall be compensated at a mutually agreed-upon rate.
- B. Demolition and Removal
  1. Contractor shall safely disconnect, remove, and dispose of existing fire alarm control panels, unused devices and associated equipment as required.
  2. Contractor shall coordinate system shutdown to minimize disruption and provide fire watch services with the County Project Manager or designee.
  3. Contractor shall maintain work site in a safe manner, remove all debris from site and dispose of the debris appropriately at the Contractors expense.
- C. Codes and Standards

1. Contractor shall abide by the National Fire Alarm and Signaling Code (NFPA 72).
2. Contractor shall abide by the National Electric Code (NFPA 70).
3. Contractor shall be applicable to local building and fire codes.

D. Equipment, Device Installation and Notification Appliances Fire Alarm Control Panels

- a. Contractor shall provide and install one (1) main fire alarm control panel and six (6) notification panels and six (6) audible detector base(s).
  - b. All panels shall be networked to operate as a single, integrated fire alarm system.
  - c. Main fire alarm control panel shall include a graphical display screen capable of displaying the building floor plan layout, with visual indication of the exact location of alarm, supervisory, or trouble conditions.
  - d. Panels shall include all required power suppliers, batteries annunciation, and communication modules.
  - e. All panels shall be listed and approved for the intended application.
  - f. Contractor shall install audible and visual notification appliances as required.
1. Detection and Monitoring Devices
    - a. Contractor shall remove old and install three hundred forty-seven (347) new smoke detectors (including duct smoke detectors).
    - b. Contractor shall remove old and install eighty-nine (89) new addressable monitor modules (including tamper switches), manual pull stations, sprinkler waterflow switches, Ansul system switches, and heat detectors.
  2. Sprinkler System Monitoring
    - a. Contractor shall remove old and install thirteen (13) new sprinkler waterflow indicators (including required monitoring modules) and accessories.
  3. Control and Interface Devices
    - a. Contractor shall install ninety-nine (99) addressable control relays for HVAC shutdown, elevator control, door holders, smoke control systems, and other interfaces.
  4. Testing and Commissioning
    - a. Contractor shall perform 100% testing of all devices and system to ensure they are functional.
  5. Contractor shall conduct pre-testing prior to final inspection.

6. Contractor shall support acceptance testing with the Fire Marshall, County Project Manager or designee and applicable agencies.
7. Contractor shall correct any identified deficiencies.

E. Documentation and Training

1. Contractor shall provide as-built drawings, graphical floor plan files, on-site training for facility personnel, system manuals and warranty documentation.

### 3.5. Tools/Equipment Requirement

If tools/equipment are left in the Jail, the General Contractor and Subcontractors will need to provide a gang box to secure the tools. All tools/equipment will be required to be checked when entering and leaving the facility. All tools/equipment left in a gang box are subject to periodic checks to ensure all items are accounted for.

### 3.6. Background Screening

The awarded Contractor will be required to perform Level 2 background screening on any and all employees and other personnel, including Subcontractors that will perform services, at any time, on the property, under the awarded Contract. Background screenings include, but are not limited to, national and local criminal history, driver license record, national sexual offender, and employment history. The awarded Contractor shall be required to make any and all records from background screenings of personnel available to the County Project Manager or designee for review/audit.

### 3.7. Contractor and Subcontractor Requirements

#### 3.7. Contractor and Subcontractor Requirements

1. The Contractor shall be licensed to perform all work listed in the Scope of Work provided.
2. Contractor shall obtain all permits to complete the project in accordance with this Request for Quotation.
3. All work will be performed in accordance with the most applicable state and local regulations.
4. The Contractor shall own or have full access to the appropriate personnel and equipment to complete the project requested.
5. The Contractor and sub-contractors may be requested to provide a list of equipment with identification (i.e. serial #, VIN, etc.), personnel with their position (e.g. foreman, laborer, etc.), and percentage of work performed.
6. Contractor must have been in business for a minimum of five (5) years doing similar work.
7. The Contractor shall be responsible for the movement of plumbing fixtures prior to the start of construction. The Contractor is also responsible for placing the plumbing fixtures back after repairs have been made.
8. The Contractor shall protect all surfaces as long as required to eliminate damage.

### 3.8. Work Hours

Contractor shall submit schedule including mobilization, phasing, and completion dates. Changes require Owner approval.

Workdays and hours – Normal work hours of Monday through Friday, 7:30 a.m. to 5:00 p.m. unless approved by the County Project Manager or designee.

Any work performed outside of the normal County business hours will require prior County approval and payment to the County for all expenses incurred by the County may be required.

### 3.9. Workmanship

Where not more specifically described in this document, workmanship shall conform to all of the methods and operations of best standards and accepted practices of the trade or trades involved, and shall include all items of fabrication, construction or installation regularly furnished or required for completion of the services.

### 3.10. Site Inspections

It is incumbent upon all Bidders to examine the site and insure that they are aware of all conditions that may affect the contract work. The County will not be responsible for conclusions made by the Contractor. No claims for additional compensation will be considered on behalf of any Contractor, subcontractor, materials suppliers or others on account of that person's failure to be fully informed of all requirements of all parts of this RFB.

### 3.11. Permit & Fees

The Contractor shall comply with all applicable State and local laws, ordinances, codes, and regulations. The Contractor is required to familiarize themselves with all permits required that pertain to the Scope of Work specified in this RFB. If a County permit is required, this project is not exempt from permit fees and permit fees must be paid to the County Building Department by the Contractor.

For questions about City of Green Cove Springs permitting please contact:

City of Green Cove Springs Building Division

Phone: (904) 297-7500

Email: [building@greencovesprings.com](mailto:building@greencovesprings.com)

Website: <https://www.greencovesprings.com/192/Building-Division>

All applicable permits, fees, licenses, and final County and municipality inspections are the responsibility of and will be paid for by the Contractor as specified in the plans.

All other permits, assessments, fees, bonds, and other charges as necessary to perform and complete the work of the awarded Contract are the responsibility of and will be paid for by the Contractor, including any related inspection fees. Utility service connection fees shall be paid for by the County.

### 3.12. Self-Performed Work

The awarded Contractor is required to self-perform with its own workforce a minimum of forty-percent (40%) of the overall awarded Contract.

### 3.13. Damage to Public or Private Property

The Contractor is responsible for anything damaged due to the direct result of installation or construction. Remove all debris from site and dispose of appropriately at Contractor expense. If property (public or private) is damaged while Contractor is performing work specified or is removed for the convenience of the work, it shall be repaired or replaced at the expense of the Contractor in a manner acceptable to the County prior to the final acceptance of the work. Contractor will be responsible for applying and securing any permits that may be required to complete such repairs.

Contractor must provide protection necessary to prevent damage to property being repaired or replaced.

If the work site has any pre-existing damage, the Contractor shall notify the County Project Manager in writing. Failure to do so shall obligate the Contractor to make repairs per the above section. Any damage to property (public or private) caused by the action of the Contractor shall be repaired or replaced at the expense of the Contractor to the satisfaction of the County. Failure to restore said property within five (5) working days following notification will result in a deduction from the final payment invoice. All damages which occur as a result of the Contractor's application of materials shall be remedied by the Contractor at no additional cost to the County. Repairs made as a result of damage must be guaranteed for a period of thirty (30) days. Should the replacement be damaged within the thirty (30) day period, the Contractor shall replace the materials continually until the area is re-established.

Should the County have any expenses incurred due to the Contractor not restoring the property/damage within said time, any appropriate labor, material, and/or equipment use or rental to restore damaged property to its original condition will be deducted from the final Invoice prior to a payment being made.

### 3.14. Compliance with Occupation Safety and Health Act

The Contractor warrants that the product(s) and/or service(s) supplied to Clay County shall conform in all respects to the standards set forth in the Occupational Safety and Health Act (OSHA) of 1970 as amended and the failure to comply will be considered a breach of contract. Clay County shall be held harmless against any unsafe conditions and contractor employee incidents.

Contractor certifies that all material, equipment, services, etc., furnished in this Bid meets all OSHA requirements for the applicable Sectors. Contractor further certifies that, if the successful Bidder, and the material, equipment, service, etc., delivered or provided is subsequently found to be deficient in any OSHA requirement in effect on date of delivery or service fulfillment date, all costs necessary to bring the material, equipment, service, etc., into compliance with the aforementioned requirements shall be borne by the Bidder. All Personal Protective Equipment used by the Contractor and their employees shall be ANSI certified and meet OSHA standards.

### 3.15. Unsatisfactory Equipment and/or Services

The County will discuss all instances of unacceptable equipment and/or services with the awarded Contractor. This shall be immediately rectified by the Contractor at no charge to the County, to include any labor and materials as it may apply.

During this time, the County may suspend service with the Contractor until the problem(s) are corrected or may elect to use another company on an emergency basis. A record of failure to perform or of an unsatisfactory performance may result in supplier debarment.

### 3.16. Warranty

The Contractor shall provide a warranty for all workmanship and material for a period of two (2) year unless a longer manufacture warranty/guarantee time is given.

Warranty will begin from the date of Substantial acceptance.

### 3.17. Term

Substantial Completion shall be accomplished within one hundred sixty (160) days from Notice to Proceed.

The Contractor shall achieve Final Completion of the Project no less than thirty (30) calendar days after the delivery of the Punch List by the County to the Contractor.

### 3.18. Payment

The Contractor may request payment no more than once monthly, based on the amount of work completed. All partial estimates and payments found to be in error shall be subject to correction in the estimates and payments subsequent thereto, and in the final estimate and payment. Payments will be made in accordance with the Florida Local Government Prompt Payment Act.

The amount of such payments shall be the total value of the project work completed to the date of the estimate, based on the quantities and the Contract unit and/or lump sum prices, less an amount retained and less payments previously made. The amount retained shall be determined in accordance with Section 255.078, Florida Statutes.

### 3.19. Liquidated Damages

The Contractor shall be assessed Liquidated Damages (LD) of \$1,800 for each day past final completion date set by the contract.

### 3.20. Value Engineering

The County reserves the right to engage in value engineering discussions prior to the award of the RFB.

The County will give the lowest qualified Bidder the opportunity to determine if viable options exist to meet the budget threshold without substantially reducing the scope of the project as designed and solicited.

### 3.21. Performance Evaluation

A work performance evaluation will be conducted periodically to ensure compliance with the Contract.

### 3.22. Cancellation of Contract

If the awarded Contractor fails to maintain acceptable product quality or to perform adequately in accordance with the terms, conditions and specifications established in this Request for Bid, the County reserves the right to cancel the contract upon thirty (30) days written notice to the Contractor.

### 3.23. Additional Services

If the County and/or awarded Contractor identifies any additional services to be provided by Contractor that are not covered under the Agreement but are beneficial to the County, such additional services shall be mutually negotiated between the County and the Contractor.



Mandatory Pre-Bid Meeting

Request for Bid No. 25/26-017, Jail Fire Alarm Upgrade - Clay County Jail

Wednesday, April 15, 2026 at 2:00 PM

Company	First Name	Last Name	Phone Number	
1 REDWIRE LLC	Gilbert	BALARZA	(407) 786 7146 x5002	GBALARZA@REDWIRE.COM
2 MILLER ELECTRIC	MICHAEL	CARR	(904) 510-6319	MCARR@MECOJAX.COM
3 miller Electric	Farshid	Pourgolafshan	(904) 510-0378	Farshid@mecojax.com
4 Pre Barcer	Josh	Naim	(904) 832-9123	Joshua.Naim@prebarcerfs.com
5 Fire Central Solutions	Jason	Collins	(904) 236-8822	jason.c@fcsecurity.net
6 imperial	Chris	Manocy	(904) 667 2625	Chris.m@imperialcn.com
7 Security and Fire Electronics	John	Ender	(904) 669 5644	john@safeinc.com
8 " " " "	Bob	Worth	(904) 669-9454	bworth@safeinc.com
9 SAFE	Tommy	Smk	(386) 972-7028	tommy.smk@safeinc.com
10 SAFE	Marc	GUEDJ	(772) 663-3720	MARC.GUEDJ@SAFEINC.COM



In Partnership With  
 **OPENGOV**  
Mandatory Pre-Bid Meeting

Request for Bid No. 25/26-017, Jail Fire Alarm Upgrade - Clay County Jail  
Wednesday, April 15, 2026 at 2:00 PM

Company	First Name	Last Name	Phone Number	Email Address
S.A. PE	FRANKLIN	DZIOBA	(904) 295-7035	FRANK@SAFE/INC.COM
JSC Systems	Cody	Nobles	(904) 349-7458	C.Nobles@JSCSystem.net
Fire Sprinkler Services	John	Bryant	(904) 776-3041	JBryant@FireSprinklerServices.com
Firetrol Protection	Shannon	Gustavson	(904) 776-4010	SGUSTAVSON@Firetrol.net
W.W. Gay	Josh	Berne	(904) 860-6705	jberne@sciencusa.com
			( )	
			( )	
			( )	
			( )	
			( )	
			( )	



Agenda Item  
Clay County Board of County Commissioners

Clay County Administration Building  
Tuesday, May 26 4:00 PM

TO: Board of County Commissioners

DATE:

FROM: Administrative and  
Contractual Services

**SUBJECT:**

Approval to post Notice of Intent to Award Bid No. 25/26-074, Oakleaf Community Park Drainage Improvements to H&H Land and Marine, LLC in the amount of \$156,770.20. Approval of award will be effective after the 72-hour protest period was expired.

**Funding Source:**

General Fund - Parks & Recreation Administration - Drainage Oakleaf Sports Complex - Infrastructure

AGENDA ITEM TYPE:

---

**BACKGROUND INFORMATION:**

Request for Bids was issued with the intent to award a qualified and licensed Contractor for the drainage improvements for the Oakleaf Community Park. The project will include complete enhancement grading and drainage, aiming to eliminate or reduce existing drainage issues at the park.

Substantial Completion shall be accomplished within one hundred twenty (120) days from Notice to Proceed. The Contractor shall achieve Final Completion of the Project no less than one hundred fifty (150) calendar days after the delivery of the Punch List by the County to the Contractor.

1,266 Suppliers were notified  
61 Suppliers downloaded the Request for Bid  
5 Bids were received  
2 No Bids were received  
15 Contractors attended the Mandatory Pre-Bid

Pursuant to Chapter 5, Section C of the Purchasing Policy, the County Manager is authorized to approve and execute the agreement on behalf of the Board following Board approval of the award.

Is Funding Required (Yes/No): If Yes, Was the item budgeted  
**Yes** (Yes\No\N/A):  
**Yes**

**Funding Source:**

General Fund - Parks & Recreation Administration - Drainage Oakleaf Sports Complex - Infrastructure

**Account No.:**

FD1000 - CC1188 - PRJ100494 - SC563000

Sole Source (Yes\No): Advanced Payment  
**No** (Yes\No):  
**No**

Planning Requirements:  
Public Hearing Required (Yes\No):

Hearing Type:

Initiated By:

N/A

**ATTACHMENTS:**

Description	Type	Upload Date	File Name
<input type="checkbox"/> RFB 25/26-074 Oakleaf Community Park	Backup Material	5/22/2026	RFB_25.26-074 - _Oakleaf_Community_Parkdsada.pdf
<input type="checkbox"/> Vendor Analytics	Backup Material	5/22/2026	6. _Vendor_Analytics - _Separate_dsada.pdf

**REVIEWERS:**

Department Reviewer	Action	Date	Comments
Purchasing Streeper, Lisa	Approved	5/20/2026 - 3:13 PM	Item Pushed to Agenda



## BID RECOMMENDATION FORM

**TITLE:****DATE OF RECOMMENDATION:**

Bid No. 25/26-074, Oakleaf Community Park - Drainage Improvements

May 19, 2026

**BIDDERS****BID TOTAL**

Advantage Contracting Group, Inc.

\$187,250.79

Beryl Project Engineering, LLC

No Bid

C.W. Matthews Contracting Co., Inc.

No Bid

DB Civil Construction, LLC

\$382,990.85

H&H Land and Marine, LLC

\$156,770.20

Jax Utilities Management, Inc.

\$478,561.90

Tether, Inc.

\$535,344.94

**FUNDING SOURCE:**

General Fund - Parks and Recreation Administrator - Drainage Oakleaf Sports Complex - Infrastructure

**RECOMMENDATION:**

After reviewing all bids received in response to Request for Bid (RFB) No. 25/26-074, Oakleaf Community Park - Drainage Improvements, it is recommended that the contract be awarded to H&H Land and Marine, LLC as they are the lowest responsive bidder and have met all requirements of the solicitation.

**Staff Assigned to Tabulate Bids and Make Recommendations:****NAME / TITLE:**

Tony Stimac

Justin Pierce

**SIGNATURE:**

*Anthony Stimac*

*Justin Pierce*

Justin Pierce (May 20, 2026 10:15:41 EDT)

## BID TABULATION FORM

Bid: 25/26-074

Date: May 8, 2026

Proj: **Oakleaf Community Park - Drainage Improvements**

Time Open: 9:03 AM

Ad: Thursday, April 9, 2026

Time Close: 9:08 AM

This is a generic Bid Tabulation Form; all required bid documents will be verified prior to bid recommendation.

**Bids to be evaluated based on evaluation criteria established in bid document**

	Bidder	Bid Bond	Addendum	Total Bid
1	Advantage Contracting Group, Inc.	Yes	Yes	\$187,250.79
2	Beryl Project Engineering, LLC	N/A	N/A	N/A
3	C.W. Matthews Contracting Co., Inc	N/A	N/A	N/A
4	DB Civil Construction, LLC	Yes	Yes	\$382,990.85
5	H&H Land and Marine, LLC	Yes	Yes	\$156,770.20
6	Jax Utilities Management, Inc	Yes	Yes	\$478,561.90
7	Tether, Inc.	Yes	Yes	\$535,344.94
8				
9				
10				



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

---

**EVALUATION TABULATION**  
RFB No. 25/26-074  
Oakleaf Community Park - Drainage Improvements  
RESPONSE DEADLINE: May 7, 2026 at 4:00 pm

**SELECTED VENDOR TOTALS**

Vendor	Total
H&H Land and Marine, LLC	\$156,770.20
Advantage Contracting Group	\$187,250.79
DB Civil Construction	\$382,990.85
Jax Utilities Management, Inc.	\$478,561.90
Tether Inc	\$535,344.94

EVALUATION TABULATION

RFB No. 25/26-074

Oakleaf Community Park - Drainage Improvements

**PHASE 1**

PHASE 1					Advantage Contracting Group		DB Civil Construction		H&H Land and Marine, LLC		Jax Utilities Management, Inc.		Tether Inc	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
<b>General Conditions</b>														
X	1	Mobilization	1	LS	\$7,700.00	\$7,700.00	\$20,000.00	\$20,000.00	\$2,500.00	\$2,500.00	\$27,669.00	\$27,669.00	\$35,000.00	\$35,000.00
X	2	Erosion Control and Pollution Abatement	1	LS	\$4,025.00	\$4,025.00	\$10,000.00	\$10,000.00	\$6,100.00	\$6,100.00	\$9,552.00	\$9,552.00	\$12,000.00	\$12,000.00
X	3	Litter Removal	1	LS	\$50.00	\$50.00	\$300.00	\$300.00	\$100.00	\$100.00	\$2,992.00	\$2,992.00	\$5,000.00	\$5,000.00
X	4	Mowing	1	LS	\$100.00	\$100.00	\$900.00	\$900.00	\$800.00	\$800.00	\$22,951.00	\$22,951.00	\$15,000.00	\$15,000.00
<b>Site &amp; Earth Work</b>														
X	5	Site preparation, Clearing and Grubbing	1.5	AC	\$300.00	\$450.00	\$25,000.00	\$37,500.00	\$2,500.00	\$3,750.00	\$27,443.00	\$41,164.50	\$22,000.00	\$33,000.00
X	6	Onsite Grading and Stockpile Excess Onsite	2702	CY	\$8.63	\$23,318.26	\$20.00	\$54,040.00	\$5.50	\$14,861.00	\$24.00	\$64,848.00	\$22.00	\$59,444.00
X	7	Pond Restoration including Dewatering and Seeding	1	LS	\$17,250.00	\$17,250.00	\$39,000.00	\$39,000.00	\$14,000.00	\$14,000.00	\$29,886.00	\$29,886.00	\$90,000.00	\$90,000.00

EVALUATION TABULATION

Invitation For Bid - Oakleaf Community Park - Drainage Improvements

Page 2

EVALUATION TABULATION

RFB No. 25/26-074

Oakleaf Community Park - Drainage Improvements

PHASE 1					Advantage Contracting Group		DB Civil Construction		H&H Land and Marine, LLC		Jax Utilities Management, Inc.		Tether Inc		
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	
X	8	Bahia Seed	63227	SF	\$0.41	\$25,923.07	\$0.05	\$3,161.35	\$0.10	\$6,322.70	\$0.25	\$15,806.75	\$0.22	\$13,909.94	
X	9	Bahia Sod	1773	SF	\$3.68	\$6,524.64	\$3.50	\$6,205.50	\$1.00	\$1,773.00	\$0.75	\$1,329.75	\$3.00	\$5,319.00	
X	10	6' Chain-Link Fence and Gate	337	LF	\$40.00	\$13,480.00	\$44.00	\$14,828.00	\$43.20	\$14,558.40	\$120.00	\$40,440.00	\$100.00	\$33,700.00	
<b>Drainage</b>															
X	11	18" ADS HP Storm Pipe, Dual Wall	86	LF	\$120.35	\$10,350.10	\$85.00	\$7,310.00	\$57.60	\$4,953.60	\$120.00	\$10,320.00	\$185.00	\$15,910.00	
X	12	Inlets, DT BOT, Type C, below ten (<10') feet.	1	EA	\$5,750.00	\$5,750.00	\$7,000.00	\$7,000.00	\$4,080.00	\$4,080.00	\$8,795.00	\$8,795.00	\$8,500.00	\$8,500.00	
X	13	Core Existing Drainage Structure	1	EA	\$575.00	\$575.00	\$2,500.00	\$2,500.00	\$1,260.00	\$1,260.00	\$2,433.00	\$2,433.00	\$2,500.00	\$2,500.00	
<b>Total</b>						\$115,496.07		\$202,744.85		\$75,058.70		\$278,187.00		\$329,282.94	

EVALUATION TABULATION

RFB No. 25/26-074

Oakleaf Community Park - Drainage Improvements

**PHASE 2**

PHASE 2					Advantage Contracting Group		DB Civil Construction		H&H Land and Marine, LLC		Jax Utilities Management, Inc.		Tether Inc	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
<b>General Conditions</b>														
X	14	Mobilization	1	LS	\$6,950.00	\$6,950.00	\$16,000.00	\$16,000.00	\$2,500.00	\$2,500.00	\$22,792.00	\$22,792.00	\$22,000.00	\$22,000.00
X	15	Erosion Control and Pollution Abatement	1	LS	\$3,450.00	\$3,450.00	\$4,600.00	\$4,600.00	\$6,100.00	\$6,100.00	\$15,331.00	\$15,331.00	\$7,000.00	\$7,000.00
X	16	Litter Removal	1	LS	\$50.00	\$50.00	\$300.00	\$300.00	\$100.00	\$100.00	\$2,992.00	\$2,992.00	\$3,500.00	\$3,500.00
X	17	Mowing	1	LS	\$100.00	\$100.00	\$900.00	\$900.00	\$800.00	\$800.00	\$16,439.00	\$16,439.00	\$5,000.00	\$5,000.00
<b>Site &amp; Earth Work</b>														
X	18	Site Preparation, Clearing and Grubbing	0.3	AC	\$3,850.00	\$1,155.00	\$80,000.00	\$24,000.00	\$2,500.00	\$750.00	\$27,443.00	\$8,232.90	\$18,000.00	\$5,400.00
X	19	Onsite Grading and Stockpile Excess Onsite	189	CY	\$8.62	\$1,629.18	\$60.00	\$11,340.00	\$5.50	\$1,039.50	\$24.00	\$4,536.00	\$22.00	\$4,158.00
X	20	Bahia Seed	10000	SF	\$0.41	\$4,100.00	\$0.05	\$500.00	\$0.10	\$1,000.00	\$0.25	\$2,500.00	\$0.22	\$2,200.00
X	21	Bermuda, Tifway 419	5000	SF	\$2.30	\$11,500.00	\$4.00	\$20,000.00	\$1.20	\$6,000.00	\$1.74	\$8,700.00	\$3.50	\$17,500.00
X	22	Pitcher's Mound Relocation and Miscellaneous Coordination	1	LS	\$1,725.00	\$1,725.00	\$2,500.00	\$2,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$32,000.00	\$32,000.00
<b>Drainage</b>														

EVALUATION TABULATION

Invitation For Bid - Oakleaf Community Park - Drainage Improvements

EVALUATION TABULATION

RFB No. 25/26-074

Oakleaf Community Park - Drainage Improvements

PHASE 2					Advantage Contracting Group		DB Civil Construction		H&H Land and Marine, LLC		Jax Utilities Management, Inc.		Tether Inc	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	23	4" inch Single Wall Pipe, Perforated / Underdrain and #57 Stone Bedding	1200	LF	\$14.64	\$17,568.00	\$36.00	\$43,200.00	\$24.00	\$28,800.00	\$79.00	\$94,800.00	\$40.00	\$48,000.00
X	24	4" inch, 45 Degree Bend	10	EA	\$42.10	\$421.00	\$350.00	\$3,500.00	\$210.00	\$2,100.00	\$122.00	\$1,220.00	\$175.00	\$1,750.00
X	25	8" inch ADS Single Wall Pipe	1183	LF	\$14.38	\$17,011.54	\$32.00	\$37,856.00	\$14.00	\$16,562.00	\$10.00	\$11,830.00	\$38.00	\$44,954.00
X	26	8" x 4" Tee	10	EA	\$345.00	\$3,450.00	\$600.00	\$6,000.00	\$204.00	\$2,040.00	\$191.00	\$1,910.00	\$450.00	\$4,500.00
X	27	8" WYE, Y-Shaped Fitting	1	EA	\$345.00	\$345.00	\$850.00	\$850.00	\$360.00	\$360.00	\$188.00	\$188.00	\$600.00	\$600.00
X	28	Core Existing Drainage Structure	1	EA	\$575.00	\$575.00	\$2,200.00	\$2,200.00	\$1,260.00	\$1,260.00	\$354.00	\$354.00	\$2,500.00	\$2,500.00
X	29	8" Cleanout	5	EA	\$345.00	\$1,725.00	\$1,300.00	\$6,500.00	\$960.00	\$4,800.00	\$210.00	\$1,050.00	\$1,000.00	\$5,000.00
Total						\$71,754.72		\$180,246.00		\$81,711.50		\$200,374.90		\$206,062.00



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

---

**[ADVANTAGE CONTRACTING GROUP] RESPONSE DOCUMENT REPORT**

RFB No. 25/26-074

Oakleaf Community Park - Drainage Improvements

RESPONSE DEADLINE: May 7, 2026, at 4:00 pm

**Advantage Contracting Group Response**

**CONTACT INFORMATION**

**Company:**

Advantage Contracting Group

**Email:**

ryanw.acg@gmail.com

**Contact:**

Ryan Worthington

**Address:**

4200 County Road 218  
Clay, FL 32068

**Phone:**

N/A

**Website:**

N/A

**Submission Date:**

May 7, 2026, 11:28 AM (Eastern Time)

**ADDENDA CONFIRMATION**

Addendum #1  
*Confirmed May 6, 2026 2:50 PM by Ryan Worthington*

**PRICE TABLES**

**PHASE 1**

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
<b>General Conditions</b>					
1	Mobilization	1	LS	\$7,700.00	\$7,700.00
2	Erosion Control and Pollution Abatement	1	LS	\$4,025.00	\$4,025.00
3	Litter Removal	1	LS	\$50.00	\$50.00
4	Mowing	1	LS	\$100.00	\$100.00
<b>Site &amp; Earth Work</b>					
5	Site preparation, Clearing and Grubbing	1.5	AC	\$300.00	\$450.00
6	Onsite Grading and Stockpile Excess Onsite	2,702	CY	\$8.63	\$23,318.26
7	Pond Restoration including Dewatering and Seeding	1	LS	\$17,250.00	\$17,250.00
8	Bahia Seed	63,227	SF	\$0.41	\$25,923.07

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
9	Bahia Sod	1,773	SF	\$3.68	\$6,524.64
10	6' Chain-Link Fence and Gate	337	LF	\$40.00	\$13,480.00
<b>Drainage</b>					
11	18" ADS HP Storm Pipe, Dual Wall	86	LF	\$120.35	\$10,350.10
12	Inlets, DT BOT, Type C, below ten (<10') feet.	1	EA	\$5,750.00	\$5,750.00
13	Core Existing Drainage Structure	1	EA	\$575.00	\$575.00
<b>TOTAL</b>					<b>\$115,496.07</b>

**PHASE 2**

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
<b>General Conitions</b>					
14	Mobilization	1	LS	\$6,950.00	\$6,950.00
15	Erosion Control and Pollution Abatement	1	LS	\$3,450.00	\$3,450.00
16	Litter Removal	1	LS	\$50.00	\$50.00

[ADVANTAGE CONTRACTING GROUP] RESPONSE DOCUMENT REPORT  
RFB No. 25/26-074  
Oakleaf Community Park - Drainage Improvements

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
17	Mowing	1	LS	\$100.00	\$100.00
<b>Site &amp; Earth Work</b>					
18	Site Preparation, Clearing and Grubbing	0.3	AC	\$3,850.00	\$1,155.00
19	Onsite Grading and Stockpile Excess Onsite	189	CY	\$8.62	\$1,629.18
20	Bahia Seed	10,000	SF	\$0.41	\$4,100.00
21	Bermuda, Tifway 419	5,000	SF	\$2.30	\$11,500.00
22	Pitcher's Mound Relocation and Miscellaneous Coordination	1	LS	\$1,725.00	\$1,725.00
<b>Drainage</b>					
23	4" inch Single Wall Pipe, Perforated / Underdrain and #57 Stone Bedding	1,200	LF	\$14.64	\$17,568.00
24	4" inch, 45 Degree Bend	10	EA	\$42.10	\$421.00
25	8" inch ADS Single Wall Pipe	1,183	LF	\$14.38	\$17,011.54
26	8" x 4" Tee	10	EA	\$345.00	\$3,450.00
27	8" WYE, Y-Shaped Fitting	1	EA	\$345.00	\$345.00
28	Core Existing Drainage Structure	1	EA	\$575.00	\$575.00
29	8" Cleanout	5	EA	\$345.00	\$1,725.00
<b>TOTAL</b>					<b>\$71,754.72</b>



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

[BERYL PROJECT ENGINEERING] RESPONSE DOCUMENT REPORT

RFB No. 25/26-074

Oakleaf Community Park - Drainage Improvements

RESPONSE DEADLINE: May 7, 2026, at 4:00 pm

**Beryl Project Engineering Response**

**CONTACT INFORMATION**

**Company:**

Beryl Project Engineering

**Email:**

marketing@berylprojectengineering.com

**Contact:**

Leo Cannyn

**Address:**

15100 Hutchison Rd  
Tampa, FL 33625

**Phone:**

(813) 616-3301

**Website:**

<https://berylprojectengineering.com/>

**Submission Date:**

May 7, 2026, 10:48 AM (Eastern Time)

"No Bid" submitted on May 7, 2026, 10:48 AM for the following reason:

*We do not offer the products or services sought*



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

[C.W. MATTHEWS CONTRACTING CO., INC.] RESPONSE DOCUMENT REPORT

RFB No. 25/26-074

Oakleaf Community Park - Drainage Improvements

RESPONSE DEADLINE: May 7, 2026, at 4:00 pm

C.W. Matthews Contracting Co., Inc. Response

CONTACT INFORMATION

**Company:**

C.W. Matthews Contracting Co., Inc.

**Email:**

jzenone@cwmatthews.com

**Contact:**

James Zenone

**Address:**

1275 County Rd 210 W  
St. Johns, FL 32259

**Phone:**

(904) 726-2295

**Website:**

[www.cwmatthews.com](http://www.cwmatthews.com)

**Submission Date:**

May 7, 2026, 12:29 PM (Eastern Time)

"No Bid" submitted on May 7, 2026, 12:29 PM for the following reason:

*Too small of a project*



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

---

**[DB CIVIL CONSTRUCTION] RESPONSE DOCUMENT REPORT**

RFB No. 25/26-074

Oakleaf Community Park - Drainage Improvements

RESPONSE DEADLINE: May 7, 2026, at 4:00 pm

**DB Civil Construction Response**

**CONTACT INFORMATION**

**Company:**

DB Civil Construction

**Email:**

estimating@dbcivilconstruction.com

**Contact:**

David Borchert

**Address:**

4475 US-1 South, Suite 707

St Augustine, FL 32086

**Phone:**

(386) 256-7460

**Website:**

N/A

**Submission Date:**

May 7, 2026, 3:26 PM (Eastern Time)

**ADDENDA CONFIRMATION**

Addendum #1  
*Confirmed May 7, 2026 1:32 PM by David Borchert*

**PRICE TABLES**

**PHASE 1**

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
<b>General Conditions</b>					
1	Mobilization	1	LS	\$20,000.00	\$20,000.00
2	Erosion Control and Pollution Abatement	1	LS	\$10,000.00	\$10,000.00
3	Litter Removal	1	LS	\$300.00	\$300.00
4	Mowing	1	LS	\$900.00	\$900.00
<b>Site &amp; Earth Work</b>					
5	Site preparation, Clearing and Grubbing	1.5	AC	\$25,000.00	\$37,500.00
6	Onsite Grading and Stockpile Excess Onsite	2,702	CY	\$20.00	\$54,040.00
7	Pond Restoration including Dewatering and Seeding	1	LS	\$39,000.00	\$39,000.00
8	Bahia Seed	63,227	SF	\$0.05	\$3,161.35

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
9	Bahia Sod	1,773	SF	\$3.50	\$6,205.50
10	6' Chain-Link Fence and Gate	337	LF	\$44.00	\$14,828.00
<b>Drainage</b>					
11	18" ADS HP Storm Pipe, Dual Wall	86	LF	\$85.00	\$7,310.00
12	Inlets, DT BOT, Type C, below ten (<10') feet.	1	EA	\$7,000.00	\$7,000.00
13	Core Existing Drainage Structure	1	EA	\$2,500.00	\$2,500.00
<b>TOTAL</b>					<b>\$202,744.85</b>

**PHASE 2**

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
<b>General Conitions</b>					
14	Mobilization	1	LS	\$16,000.00	\$16,000.00
15	Erosion Control and Pollution Abatement	1	LS	\$4,600.00	\$4,600.00
16	Litter Removal	1	LS	\$300.00	\$300.00

[DB CIVIL CONSTRUCTION] RESPONSE DOCUMENT REPORT  
RFB No. 25/26-074  
Oakleaf Community Park - Drainage Improvements

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
17	Mowing	1	LS	\$900.00	\$900.00
<b>Site &amp; Earth Work</b>					
18	Site Preparation, Clearing and Grubbing	0.3	AC	\$80,000.00	\$24,000.00
19	Onsite Grading and Stockpile Excess Onsite	189	CY	\$60.00	\$11,340.00
20	Bahia Seed	10,000	SF	\$0.05	\$500.00
21	Bermuda, Tifway 419	5,000	SF	\$4.00	\$20,000.00
22	Pitcher's Mound Relocation and Miscellaneous Coordination	1	LS	\$2,500.00	\$2,500.00
<b>Drainage</b>					
23	4" inch Single Wall Pipe, Perforated / Underdrain and #57 Stone Bedding	1,200	LF	\$36.00	\$43,200.00
24	4" inch, 45 Degree Bend	10	EA	\$350.00	\$3,500.00
25	8" inch ADS Single Wall Pipe	1,183	LF	\$32.00	\$37,856.00
26	8" x 4" Tee	10	EA	\$600.00	\$6,000.00
27	8" WYE, Y-Shaped Fitting	1	EA	\$850.00	\$850.00
28	Core Existing Drainage Structure	1	EA	\$2,200.00	\$2,200.00
29	8" Cleanout	5	EA	\$1,300.00	\$6,500.00
<b>TOTAL</b>					<b>\$180,246.00</b>



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

---

**[H&H LAND AND MARINE, LLC] RESPONSE DOCUMENT REPORT**

RFB No. 25/26-074

Oakleaf Community Park - Drainage Improvements

RESPONSE DEADLINE: May 7, 2026, at 4:00 pm

**H&H Land and Marine, LLC Response**

**CONTACT INFORMATION**

**Company:**

H&H Land and Marine, LLC

**Email:**

hanley@hhlandandmarine.com

**Contact:**

Matthew Hanley

**Address:**

4627 CR 15A

4627 CR 15A

Green Cove Springs, FL 32043

**Phone:**

(904) 449-8797

**Website:**

N/A

**Submission Date:**

May 6, 2026, 3:32 PM (Eastern Time)

**ADDENDA CONFIRMATION**

Addendum #1  
*Confirmed May 5, 2026 9:59 AM by Matthew Hanley*

**PRICE TABLES**

**PHASE 1**

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
<b>General Conditions</b>					
1	Mobilization	1	LS	\$2,500.00	\$2,500.00
2	Erosion Control and Pollution Abatement	1	LS	\$6,100.00	\$6,100.00
3	Litter Removal	1	LS	\$100.00	\$100.00
4	Mowing	1	LS	\$800.00	\$800.00
<b>Site &amp; Earth Work</b>					
5	Site preparation, Clearing and Grubbing	1.5	AC	\$2,500.00	\$3,750.00
6	Onsite Grading and Stockpile Excess Onsite	2,702	CY	\$5.50	\$14,861.00
7	Pond Restoration including Dewatering and Seeding	1	LS	\$14,000.00	\$14,000.00
8	Bahia Seed	63,227	SF	\$0.10	\$6,322.70
9	Bahia Sod	1,773	SF	\$1.00	\$1,773.00

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
10	6' Chain-Link Fence and Gate	337	LF	\$43.20	\$14,558.40
<b>Drainage</b>					
11	18" ADS HP Storm Pipe, Dual Wall	86	LF	\$57.60	\$4,953.60
12	Inlets, DT BOT, Type C, below ten (<10') feet.	1	EA	\$4,080.00	\$4,080.00
13	Core Existing Drainage Structure	1	EA	\$1,260.00	\$1,260.00
<b>TOTAL</b>					<b>\$75,058.70</b>

**PHASE 2**

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
<b>General Conitions</b>					
14	Mobilization	1	LS	\$2,500.00	\$2,500.00
15	Erosion Control and Pollution Abatement	1	LS	\$6,100.00	\$6,100.00
16	Litter Removal	1	LS	\$100.00	\$100.00
17	Mowing	1	LS	\$800.00	\$800.00

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
<b>Site &amp; Earth Work</b>					
18	Site Preparation, Clearing and Grubbing	0.3	AC	\$2,500.00	\$750.00
19	Onsite Grading and Stockpile Excess Onsite	189	CY	\$5.50	\$1,039.50
20	Bahia Seed	10,000	SF	\$0.10	\$1,000.00
21	Bermuda, Tifway 419	5,000	SF	\$1.20	\$6,000.00
22	Pitcher's Mound Relocation and Miscellaneous Coordination	1	LS	\$7,500.00	\$7,500.00
<b>Drainage</b>					
23	4" inch Single Wall Pipe, Perforated / Underdrain and #57 Stone Bedding	1,200	LF	\$24.00	\$28,800.00
24	4" inch, 45 Degree Bend	10	EA	\$210.00	\$2,100.00
25	8" inch ADS Single Wall Pipe	1,183	LF	\$14.00	\$16,562.00
26	8" x 4" Tee	10	EA	\$204.00	\$2,040.00
27	8" WYE, Y-Shaped Fitting	1	EA	\$360.00	\$360.00
28	Core Existing Drainage Structure	1	EA	\$1,260.00	\$1,260.00
29	8" Cleanout	5	EA	\$960.00	\$4,800.00
<b>TOTAL</b>					<b>\$81,711.50</b>



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

---

**[JAX UTILITIES MANAGEMENT, INC.] RESPONSE DOCUMENT REPORT**

RFB No. 25/26-074

Oakleaf Community Park - Drainage Improvements

RESPONSE DEADLINE: May 7, 2026, at 4:00 pm

**Jax Utilities Management, Inc. Response**

**CONTACT INFORMATION**

**Company:**

Jax Utilities Management, Inc.

**Email:**

amjames@jaxum.com

**Contact:**

Anne-Marie James

**Address:**

5465 Verna Blvd  
Jacksonville, FL 32205

**Phone:**

N/A

**Website:**

N/A

**Submission Date:**

May 6, 2026, 11:52 AM (Eastern Time)

**ADDENDA CONFIRMATION**

Addendum #1  
*Confirmed May 6, 2026 10:08 AM by Anne-Marie James*

**PRICE TABLES**

**PHASE 1**

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
<b>General Conditions</b>					
1	Mobilization	1	LS	\$27,669.00	\$27,669.00
2	Erosion Control and Pollution Abatement	1	LS	\$9,552.00	\$9,552.00
3	Litter Removal	1	LS	\$2,992.00	\$2,992.00
4	Mowing	1	LS	\$22,951.00	\$22,951.00
<b>Site &amp; Earth Work</b>					
5	Site preparation, Clearing and Grubbing	1.5	AC	\$27,443.00	\$41,164.50
6	Onsite Grading and Stockpile Excess Onsite	2,702	CY	\$24.00	\$64,848.00
7	Pond Restoration including Dewatering and Seeding	1	LS	\$29,886.00	\$29,886.00
8	Bahia Seed	63,227	SF	\$0.25	\$15,806.75
9	Bahia Sod	1,773	SF	\$0.75	\$1,329.75

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
10	6' Chain-Link Fence and Gate	337	LF	\$120.00	\$40,440.00
<b>Drainage</b>					
11	18" ADS HP Storm Pipe, Dual Wall	86	LF	\$120.00	\$10,320.00
12	Inlets, DT BOT, Type C, below ten (<10') feet.	1	EA	\$8,795.00	\$8,795.00
13	Core Existing Drainage Structure	1	EA	\$2,433.00	\$2,433.00
<b>TOTAL</b>					<b>\$278,187.00</b>

**PHASE 2**

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
<b>General Conitions</b>					
14	Mobilization	1	LS	\$22,792.00	\$22,792.00
15	Erosion Control and Pollution Abatement	1	LS	\$15,331.00	\$15,331.00
16	Litter Removal	1	LS	\$2,992.00	\$2,992.00

[JAX UTILITIES MANAGEMENT, INC.] RESPONSE DOCUMENT REPORT  
RFB No. 25/26-074  
Oakleaf Community Park - Drainage Improvements

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
17	Mowing	1	LS	\$16,439.00	\$16,439.00
<b>Site &amp; Earth Work</b>					
18	Site Preparation, Clearing and Grubbing	0.3	AC	\$27,443.00	\$8,232.90
19	Onsite Grading and Stockpile Excess Onsite	189	CY	\$24.00	\$4,536.00
20	Bahia Seed	10,000	SF	\$0.25	\$2,500.00
21	Bermuda, Tifway 419	5,000	SF	\$1.74	\$8,700.00
22	Pitcher's Mound Relocation and Miscellaneous Coordination	1	LS	\$7,500.00	\$7,500.00
<b>Drainage</b>					
23	4" inch Single Wall Pipe, Perforated / Underdrain and #57 Stone Bedding	1,200	LF	\$79.00	\$94,800.00
24	4" inch, 45 Degree Bend	10	EA	\$122.00	\$1,220.00
25	8" inch ADS Single Wall Pipe	1,183	LF	\$10.00	\$11,830.00
26	8" x 4" Tee	10	EA	\$191.00	\$1,910.00
27	8" WYE, Y-Shaped Fitting	1	EA	\$188.00	\$188.00
28	Core Existing Drainage Structure	1	EA	\$354.00	\$354.00
29	8" Cleanout	5	EA	\$210.00	\$1,050.00
<b>TOTAL</b>					<b>\$200,374.90</b>



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

---

**[TETHER INC] RESPONSE DOCUMENT REPORT**  
RFB No. 25/26-074  
Oakleaf Community Park - Drainage Improvements  
RESPONSE DEADLINE: May 7, 2026, at 4:00 pm

## Tether Inc Response

### CONTACT INFORMATION

**Company:**

Tether Inc

**Email:**

ja.anderson@tether-inc.com

**Contact:**

John Anderson

**Address:**

760 Talleyrand Ave  
Jacksonville, FL 32202

**Phone:**

N/A

**Website:**

N/A

**Submission Date:**

May 7, 2026, 3:23 PM (Eastern Time)

**ADDENDA CONFIRMATION**

Addendum #1  
*Confirmed May 7, 2026 2:49 PM by John Anderson*

oakleaf\_scrutin.pdf

**PRICE TABLES**

**PHASE 1**

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
<b>General Conditions</b>					
1	Mobilization	1	LS	\$35,000.00	\$35,000.00
2	Erosion Control and Pollution Abatement	1	LS	\$12,000.00	\$12,000.00
3	Litter Removal	1	LS	\$5,000.00	\$5,000.00
4	Mowing	1	LS	\$15,000.00	\$15,000.00
<b>Site &amp; Earth Work</b>					
5	Site preparation, Clearing and Grubbing	1.5	AC	\$22,000.00	\$33,000.00
6	Onsite Grading and Stockpile Excess Onsite	2,702	CY	\$22.00	\$59,444.00
7	Pond Restoration including Dewatering and Seeding	1	LS	\$90,000.00	\$90,000.00

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
8	Bahia Seed	63,227	SF	\$0.22	\$13,909.94
9	Bahia Sod	1,773	SF	\$3.00	\$5,319.00
10	6' Chain-Link Fence and Gate	337	LF	\$100.00	\$33,700.00
<b>Drainage</b>					
11	18" ADS HP Storm Pipe, Dual Wall	86	LF	\$185.00	\$15,910.00
12	Inlets, DT BOT, Type C, below ten (<10') feet.	1	EA	\$8,500.00	\$8,500.00
13	Core Existing Drainage Structure	1	EA	\$2,500.00	\$2,500.00
<b>TOTAL</b>					<b>\$329,282.94</b>

**PHASE 2**

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
<b>General Conitions</b>					
14	Mobilization	1	LS	\$22,000.00	\$22,000.00
15	Erosion Control and Pollution Abatement	1	LS	\$7,000.00	\$7,000.00
16	Litter Removal	1	LS	\$3,500.00	\$3,500.00

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
17	Mowing	1	LS	\$5,000.00	\$5,000.00
<b>Site &amp; Earth Work</b>					
18	Site Preparation, Clearing and Grubbing	0.3	AC	\$18,000.00	\$5,400.00
19	Onsite Grading and Stockpile Excess Onsite	189	CY	\$22.00	\$4,158.00
20	Bahia Seed	10,000	SF	\$0.22	\$2,200.00
21	Bermuda, Tifway 419	5,000	SF	\$3.50	\$17,500.00
22	Pitcher's Mound Relocation and Miscellaneous Coordination	1	LS	\$32,000.00	\$32,000.00
<b>Drainage</b>					
23	4" inch Single Wall Pipe, Perforated / Underdrain and #57 Stone Bedding	1,200	LF	\$40.00	\$48,000.00
24	4" inch, 45 Degree Bend	10	EA	\$175.00	\$1,750.00
25	8" inch ADS Single Wall Pipe	1,183	LF	\$38.00	\$44,954.00
26	8" x 4" Tee	10	EA	\$450.00	\$4,500.00
27	8" WYE, Y-Shaped Fitting	1	EA	\$600.00	\$600.00
28	Core Existing Drainage Structure	1	EA	\$2,500.00	\$2,500.00
29	8" Cleanout	5	EA	\$1,000.00	\$5,000.00
<b>TOTAL</b>					<b>\$206,062.00</b>

### 3. Scope of Work

#### 3.1. Purpose

The Clay County Board of County Commissioners (County) is requesting bids from qualified and licensed Contractors to complete enhancement grading and drainage, aiming to eliminate or reduce existing drainage issues at Oakleaf Community Park located at 3979 Plantation Oaks Blvd Orange Park, FL 32065 per the plans and specifications associated with this Request for Bid (RFB).

Oakleaf Community Park currently has extensive flooding and standing water causing playing fields and spectator areas inoperable for an extended amount of time during and after minor rainfall. In addition, severe erosion in and around the main pond has reduced the effectiveness of the existing stormwater system. The proposed improvements are intended to address these issues identified through multiple field reviews, with the design prioritizing both functionality and ease of long-term maintenance.

#### 3.2. Mandatory Pre-Bid Meeting

A Mandatory Pre-Bid Meeting will be held on Thursday, April 23, 2026, at Oakleaf Community Park, 3979 Plantation Oaks Blvd, Orange Park, FL 32065 with a start time of 11:00 AM.

**\*\*Please meet at the Main Park Entrance \*\***

Attendees from the public are required to sign in upon arrival, with the sign-in sheet provided by a Purchasing Department representative. Once the sign-in sheet has been collected, the Pre-Bid Meeting will officially commence. Please note that no additional attendees will be allowed to sign in or participate in the meeting after the sign-in sheet has been collected.

#### 3.3. Project Phases

- Phase I
  - Work shall include, but not limited to, the following:
    - Grading
    - Restoration
    - Improvement to stormwater system and pond.
    - Reference sheet four (4) of Attachment I, Oakleaf Community Park - Drainage Improvement Plans 3.26.26.
- Phase II
  - Work shall include, but not limited to, the following:
    - Installation of under drains
    - Piping to improve conveyance of runoff.

- Reference sheet four (4) of Attachment I, Oakleaf Community Park - Drainage Improvement Plans 3.26.26.

### 3.4. Scope

Project improvements shall consist of all work shown in the plans and specifications attached to this bid, including, but not limited to, the following:

#### Phase 1 & 2 - General Conditions, Mobilization, Site & Earth Work and Drainage

1. The Contractor shall furnish all labor, materials, and equipment necessary to complete the project.
2. Contractor shall be responsible for pedestrian and traffic control throughout all phases of the project.
3. The Contractor shall complete grading, restoration, and improvements to the existing stormwater system and pond.
4. The Contractor shall provide and install underdrains and associated piping to improve runoff conveyance.
5. The Contractor shall provide and install bahia seed in all areas where ground disturbance has occurred as a result of construction activities.
6. The Contractor shall be responsible for the relocation of the pitcher's mound, including all associated work and coordination necessary to ensure proper placement and integration with existing field conditions.
7. The Contractor shall provide litter removal services for a period of six (6) months at a frequency of two (2x) times per month. At the Contractor's expense, all litter and debris shall be collected and properly disposed of in accordance with applicable regulations, maintaining the site in a clean condition approved by the County Project Manager or designee.
8. The Contractor shall provide mowing services for a duration of six (6) months following installation or substantial completion, at a frequency of two (2x) times per month. All work shall comply with applicable standards and shall maintain the site in a condition approved by the County Project Manager or designee.

### 3.5. Contractor and Subcontractor Requirements

1. The Contractor shall be licensed to perform all work listed in the Scope of Work provided.
2. Contractor shall obtain all permits to complete the project in accordance with the contract documents.
3. All work will be performed in accordance with the most applicable state and local regulations.
4. The Contractor shall own or have full access to the appropriate personnel and equipment to complete the project requested.
5. The County reserves the right to approve all subcontractors for this contract. If subcontractors are to be utilized, the subcontractors must possess an active and valid license issued by the Florida Department of Business and Professional Regulation in the appropriate category. Subcontractors may be added during the contract period only with PRIOR WRITTEN PERMISSION from the County, and only for reasonable cause, as judged by the County. Responsibility for the performance of the contract remains with the main Contractor exclusively.
6. The Contractor and subcontractors may be requested to provide a list of equipment with identification (i.e. serial #, VIN, etc.), personnel with their position (e.g. foreman, laborer, etc.), and percentage of work performed.
7. Contractors must have been in business for a minimum of five (5) years doing similar work

### 3.6. Site Inspections

It is incumbent upon all Bidders to examine the site and insure that they are aware of all conditions that may affect the contract work. The County will not be responsible for conclusions made by the Contractor. No claims for additional compensation will be considered on behalf of any Contractor, subcontractor, materials suppliers or others on account of that person's failure to be fully informed of all requirements of all parts of this RFB.

### 3.7. Work Hours

Workdays and hours – Normal work hours of Monday through Friday, 7:30 a.m. to 5:00 p.m. unless approved by the County Project Manager or designee.

Any work performed outside of the normal County business hours will require prior County approval and payment to the County for all expenses incurred by the County may be required.

### 3.8. Permit & Fees

The Contractor shall comply with all applicable State and local laws, ordinances, codes, and regulations. The Contractor is required to familiarize themselves with all permits required that pertain to the Scope of Work specified in this RFB. If a County permit is required, this project is not exempt from permit fees and permit fees must be paid to the County Building Department by the Contractor.

For questions about Clay County permitting please contact:

Clay County Building Department

Phone: (904) 269-6307

Email: [permits@claycountygov.com](mailto:permits@claycountygov.com)

Website: <https://www.claycountygov.com/government/building>

All applicable permits, fees, licenses, and final County and municipality inspections are the responsibility of and will be paid for by the Contractor as specified in the plans.

All other permits, assessments, fees, bonds, and other charges as necessary to perform and complete the work of the awarded Contract are the responsibility of and will be paid for by the Contractor, including any related inspection fees. Utility service connection fees shall be paid for by the County.

### 3.9. Workmanship

Where not more specifically described in this document, workmanship shall conform to all of the methods and operations of best standards and accepted practices of the trade or trades involved, and shall include all items of fabrication, construction or installation regularly furnished or required for completion of the services.

### 3.10. Self-Performed Work

The awarded Contractor is required to self-perform with its own workforce a minimum of forty-percent (40%) of the overall awarded Contract.

### 3.11. Compliance with Occupation Safety and Health Act

The Contractor warrants that the product(s) and/or service(s) supplied to Clay County shall conform in all respects to the standards set forth in the Occupational Safety and Health Act (OSHA) of 1970 as amended and the failure to comply will be considered a breach of contract. Clay County shall be held harmless against any unsafe conditions and contractor employee incidents.

Contractor certifies that all material, equipment, services, etc., furnished in this Bid meets all OSHA requirements for the applicable Sectors. Contractor further certifies that, if the successful Bidder, and the material, equipment, service, etc., delivered or provided is subsequently found to be deficient in any OSHA requirement in effect on date of delivery or service fulfillment date, all costs necessary to bring the material, equipment, service, etc., into compliance with the aforementioned requirements shall be borne by the Bidder. All Personal Protective Equipment used by the Contractor and their employees shall be ANSI certified and meet OSHA standards.

### 3.12. Clean-up & Restoration of Site

Contractor shall remove all debris from site and dispose of the debris appropriately at the Contractors expense.

Contractor shall maintain work site in a safe manner, and daily clear construction debris.

### 3.13. Damage to Public or Private Property

The Contractor is responsible for anything damaged due to the direct result of installation or construction. Remove all debris from site and dispose of appropriately at Contractor expense. If property (public or private) is damaged while Contractor is performing work specified or is removed for the convenience of the work, it shall be repaired or replaced at the expense of the Contractor in a manner acceptable to the County prior to the final acceptance of the work. Contractor will be responsible for applying and securing any permits that may be required to complete such repairs.

Contractor must provide protection necessary to prevent damage to property being repaired or replaced.

If the work site has any pre-existing damage, the Contractor shall notify the County Project Manager in writing. Failure to do so shall obligate the Contractor to make repairs per the above section. Any damage to property (public or private) caused by the action of the Contractor shall be repaired or replaced at the expense of the Contractor to the satisfaction of the County. Failure to restore said property within five (5) working days following notification will result in a deduction from the final payment invoice. All damages which occur as a result of the Contractor's application of materials shall be remedied by the Contractor at no additional cost to the County. Repairs made as a result of damage must be guaranteed for a period of thirty (30) days. Should the replacement be damaged within the thirty (30) day period, the Contractor shall replace the materials continually until the area is re-established.

Should the County have any expenses incurred due to the Contractor not restoring the property/damage within said time, any appropriate labor, material, and/or equipment use or rental to restore damaged property to its original condition will be deducted from the final Invoice prior to a payment being made.

### 3.14. Unsatisfactory Equipment and/or Services

The County will discuss all instances of unacceptable equipment and/or services with the awarded Contractor. This shall be immediately rectified by the Contractor at no charge to the County, to include any labor and materials as it may apply.

During this time, the County may suspend service with the Contractor until the problem(s) are corrected or may elect to use another company on an emergency basis. A record of failure to perform or of an unsatisfactory performance may result in supplier debarment.

### 3.15. Payment

The Contractor may request payment no more than once monthly, based on the amount of work completed. All partial estimates and payments found to be in error shall be subject to correction in the estimates and payments subsequent thereto, and in the final estimate and payment. Payments will be made in accordance with the Florida Local Government Prompt Payment Act.

The amount of such payments shall be the total value of the project work completed to the date of the estimate, based on the quantities and the Contract unit and/or lump sum prices, less an amount retained and less payments previously made. The amount retained shall be determined in accordance with Section 255.078, Florida Statutes.

### 3.16. Warranty

The Contractor shall provide a warranty for all workmanship and materials for a period of two (2) years unless a longer manufacture warranty/guarantee time is given or specified elsewhere in the plans and specifications associated with this RFB. Warranty will begin from the date of Substantial Completion.

### 3.17. Term

Substantial Completion shall be accomplished within one hundred twenty (120) days from Notice to Proceed.

The Contractor shall achieve Final Completion of the Project no less than thirty (30) calendar days after the delivery of the Punch List by the County to the Contractor.

### 3.18. Liquidated Damages

The Contractor shall be assessed Liquidated Damages (LD) of \$500.00 for each day past final completion date set by the contract.

### 3.19. Performance Evaluation

A work performance evaluation will be conducted periodically to ensure compliance with the Contract.

### 3.20. Cancellation of Contract

If the awarded Contractor fails to maintain acceptable product quality or to perform adequately in accordance with the terms, conditions and specifications established in this Request for Bid, the County reserves the right to cancel the contract upon thirty (30) days written notice to the Contractor.

### 3.21. [Value Engineering](#)

The County reserves the right to engage in value engineering discussions prior to the award of the RFB.

The County will give the lowest qualified Bidder the opportunity to determine if viable options exist to meet the budget threshold without substantially reducing the scope of the project as designed and solicited.

### 3.22. [Additional Services](#)

If the County and/or awarded Contractor identifies any additional services to be provided by Contractor that are not covered under the Agreement but are beneficial to the County, such additional services shall be mutually negotiated between the County and the Contractor.



In Partnership With



Mandatory Pre-Bid Meeting

Request for Bid No. 25/26-074, Oakleaf Community Park - Drainage Improvements

Thursday, April 23, 2026 at 11:00 AM

Company	First Name	Last Name	Phone Number	
1 A+D ground works LLC	Bryan	Beker	(352) 284 3900	abgroundworksllc@gmail.com
2 Advantage Contracting group	Ruby	Ben	(904) 219 3556	Ryanwagg@gmail.com
3 Reeves Construction Company	Loren	Hamache	(912) 813 6398	lhamache@reevescc.com
4 CGC, Inc	Johnny	Buxton	(904) 785 4119	office@cgccivil.com
5 Jax Utilities Management	Jody	Pickett	(904) 517-2717	jpickett@jaxum.com
6 DERV Contracting LLC	Chris	Vickers	(904) 589 0589	cvickers@derivcontracting.com
7 <del>XXXXXXXXXX</del> CORECON	Rick	Diggs	(904) 626-6829	RDIGGS@CORECON SOLUTIONS.COM
8 GEC	CHRIS	CARTER	(904) 575 5067	CCARTER@GEC-INC.COM
9 DB Civil Construction	michael	Rodriguez	(386)	mrodriguez@dbcivilconstruction.com
10 CWE Construction	Taylor	Johnson	(904) 955 1017	Taylor@cwe-construction.com



In Partnership With



Mandatory Pre-Bid Meeting

Request for Bid No. 25/26-074, Oakleaf Community Park - Drainage Improvements

Thursday, April 23, 2026 at 11:00 AM

Company	First Name	Last Name	Phone Number	Email Address
H+H Land + Marine	Robert	Fowler	(904) 449-6736	Andy@HHcivilco.com
Kirby Development	Timmie	Davidson	(904) 621-7647	Timmie.Davidson@kirbydevelopment.com
Tether Inc	Chris	Hood	(904) 738-9013	c.hood@tether-inc.com
JD HINSON COMPANY	Jamie	Price	(904) 742 9053	jamie@jdhinson.com
Blackburn Contracting Group	Fred	Blackburn	(352) 358-5875	Fred@BlackburnContracting.com
			( )	
			( )	
			( )	
			( )	
			( )	






Project View Count











1070










Vendor Funnel

 Followers	<b>48</b>
 Downloaders	<b>61</b>
 Applicants	<b>10</b>
 No Bids	<b>2</b>
 Submissions	<b>5</b>










Vendors







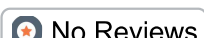


Vendor	Followed	Downloaded	Applied	No Bid	Submitted
A&B Groundworks llc  No Reviews <i>ashleyh1892@gmail.com</i>	✓	✓			
A&J Land Surveyors, Inc.  No Reviews <i>richard@ajsurvey.com</i>	✓				
Advanced Project Solutions LLC  No Reviews <i>billy@aps-llc.us</i>		✓			
Advantage Contracting Group  No Reviews <i>ryanw.acg@gmail.com</i>	✓	✓	✓		✓
Aerial Drone Services  No Reviews <i>koryklix@aerialdroneservices1.com</i>	✓		✓		





Alliant Engineering, Inc.  <i>alozanski@alliant-inc.com</i>	✓	✓			
Ardurra Group, Inc.  <i>amcquade@ardurra.com</i>		✓			
AstroTurf Corporation  <i>wes.allen@astroturf.com</i>	✓	✓			
BDI marine and sitework  <i>andrew@bdimarineandsite.com</i>	✓				
BESCH AND SMITH CIVIL GROUP INC.  <i>hblanton@beschandsmith.com</i>			✓		
Baggs Construction <i>adam.dilg@gmail.com</i>	✓	✓			
Baker Consulting & Engineering LLC, Baker Design Build  <i>kvojtech@bdbjax.com</i>	✓	✓			
Beryl Project Engineering  <i>marketing@berylprojectengineering.com</i>			✓	✓	
BidJudge.com  <i>bhem@bidjudge.com</i>	✓	✓			
Blackham Contracting Group,LLC  <i>fred@blackhamcontracting.com</i>	✓	✓			
C.W. Matthews Contracting Co., Inc.  <i>jzenone@cwmatthews.com</i>	✓	✓	✓	✓	
C.W.E Construction LLC <i>taylor@cwe-construction.com</i>	✓	✓			

CDM Contracting, Inc.  No Reviews <i>operations1@cdmcontracting.com</i>	✓	✓			
CDM Contracting, Inc.  No Reviews <i>r.sherouse@cdmcontracting.com</i>		✓			
CGC, Inc.  No Reviews <i>office@cgccivil.com</i>		✓			
Callaway Contracting, Inc.  No Reviews <i>timmy@callawaycontracting.com</i>	✓	✓			
ConstructConnect  No Reviews <i>content@constructconnect.com</i>	✓	✓			
Construction Bid Source <i>axion.cbs@gmail.com</i>		✓			
Corecon Solutions, LLC <i>rdiggs@coreconsolutions.com</i>	✓	✓			
DB Civil Construction  No Reviews <i>estimating@dbcivilconstruction.com</i>	✓	✓	✓		✓
DCRV Contracting, LLC  No Reviews <i>cvickers@dcrvcontracting.com</i>	✓	✓			
DF Interactive NC LLC <i>bids+opengov@davidfine.dev</i>		✓			
Dodge Construction Network  No Reviews <i>jayalakshmil@construction.com</i>	✓	✓			
Dodgedocs  No Reviews <i>dodge.bidding@construction.com</i>		✓			

Florida Surety Bonds, Inc. <span>No Reviews</span> <i>kim@floridasuretybonds.com</i>	✓				
Florida Surety Bonds, Inc. <span>No Reviews</span> <i>sarah@floridasuretybonds.com</i>	✓				
GEC Trucking and Construction Inc <span>No Reviews</span> <i>ccarter@gec-inc.com</i>	✓	✓			
Garney Companies, Inc. <span>No Reviews</span> <i>flestimating@garney.com</i>			✓		
Grimes Utilities, Inc. <span>No Reviews</span> <i>jessie@grimesutilities.com</i>	✓	✓			
Gruhn May Inc <i>otto@gruhnmay.com</i>	✓	✓			
H&H Land and Marine, LLC <i>hanley@hhlandandmarine.com</i>	✓	✓	✓		✓
Hubbard Construction Company <span>No Reviews</span> <i>asphalt.estimate@hubbard.com</i>	✓	✓			
J.D. Hinson Company <span>No Reviews</span> <i>david@jdhinson.com</i>	✓	✓			
J.Howard Construction Inc. <i>justinh@jhowardconstruction.com</i>	✓	✓			
Janus Construction Corp. <span>No Reviews</span> <i>janusconstructioncorp@gmail.com</i>	✓	✓			
Jax Dirtworks <i>bent@jaxdirtworks.com</i>	✓	✓			

Jax Utilities Management, Inc.  No Reviews <i>amjames@jaxum.com</i>	✓	✓	✓	✓
Kimley-Horn and Associates, Inc.  No Reviews <i>florida.marketing@kimley-horn.com</i>		✓		
Kirby Development, Inc  No Reviews <i>bkluge@kirbydevelopment.com</i>	✓	✓		
Maloy Grading Corporation  No Reviews <i>maloygrading@outlook.com</i>		✓		
Mclain Site Solutions <i>estimating@mclainsitesolutions.com</i>		✓		
Mid State Builders Exchange Inc  No Reviews <i>hugh@bxplanroom.com</i>	✓	✓		
National Water Main Cleaning Company  4.7 <i>bidreg@nwmcc.com</i>	✓		✓	
None <i>martin.larinas@gmail.com</i>		✓		
North America Procurement Council Inc., PBC  No Reviews <i>notifications@napc.me</i>		✓		
OG LLC <i>rfp.radarusa@gmail.com</i>		✓		
Petticoat-Schmitt Civil Contractors, Inc  No Reviews <i>lkeller@petticoatschmitt.com</i>	✓	✓		
R.H. Moore & Associates, LLC  No Reviews <i>info@rhmooreassociates.com</i>	✓	✓		

RUSH Marine  <i>mtate@rushinc.com</i>		✓			
Reeves Construction Company  <i>ccross@reevescc.com</i>	✓	✓			
Reeves Construction Company  <i>mbell@reevescc.com</i>	✓	✓			
RevStar Consulting  <i>nastassia.barkouskaya@revstarconsulting.com</i>		✓			
Safety Step TD, Inc. (Detectable Warning Mats)  <i>suzanne@safetysteptd.com</i>	✓				
Source Management  <i>sourcemanagement@deltek.com</i>		✓			
Southeastern Surveying and Mapping Corporation  <i>marketing@ssmc.us</i>	✓				
T.G. Utility Company, Inc.  <i>estimating@tutility.com</i>	✓	✓			
Tether Inc  <i>ja.anderson@tether-inc.com</i>	✓	✓	✓		✓
Tether Inc <i>c.hood@tether-inc.com</i>	✓	✓			
Titan Construction & Consulting  <i>andrew@titanconstructionandconsulting.com</i>	✓	✓			
Tocoi Engineering <i>csohm@tocoi.com</i>		✓			

Traffic Protection Solutions  No Reviews <i>matt@trafficprotectionsolutions.com</i>		✓			
UES Professional Services <i>dellis@teamues.com</i>	✓	✓			
United Brothers Development Corp.  No Reviews <i>charles@ubd1.com</i>	✓		✓		
VendorLink, LLC  No Reviews <i>bids@evendorlink.com</i>		✓			
Vertex Aquatic Solutions  No Reviews <i>dave.hirshburg@vertexaquaticsolutions.com</i>		✓			
jhgfytretr <i>meshramsantoshi61@gmail.com</i>	✓	✓			



Agenda Item  
Clay County Board of County Commissioners

Clay County Administration Building  
Tuesday, May 26 4:00 PM

TO: Board of County Commissioners

DATE: 4/28/2026

FROM: Administrative and  
Contractual Services

**SUBJECT:**

Review of Staff's ranking of the Proposals received for RFP No.25/26-084, Mosquito Control Program.

1. Rentokil North America, Inc. dba Vector Disease Control International - 96.67
2. Clarke Environmental Mosquito Management, Inc. - 87.67
3. Daddy Rabbit Aviation - 27.33

A committee consisting of the Extension Agent III, Public Works Director, and Environmental Services Deputy Director, performed the evaluation and ranking of the responses received. If desired, the Board may request presentations from the Contractors.

If awarded, approval of award will be effective after the 72-hour protest period has expired. Agreements will be negotiated and brought back to the Board for approval.

AGENDA ITEM TYPE:

---

**BACKGROUND INFORMATION:**

The purpose of this RFP was to solicit proposals from qualified Contractors to provide a comprehensive Mosquito Control Program. Services shall be delivered through an Integrated Mosquito Management (IMM) approach consistent with the Florida Public Health Pest Control Manual and the American Mosquito Control Association (AMCA) training manual (latest editions).

The Program shall include year-round surveillance, inspection, and control of mosquito larvae and adult mosquitoes using appropriate chemical and biological methods, as well as monitoring activities to assess mosquito populations and determine the appropriate type, timing, and extent of control measures. The Program shall also include public education and outreach.

1141 Suppliers were notified  
 15 Suppliers downloaded the Request for Proposals  
 3 Proposals were received

Rentokil North America, Inc. dba Mosquito Control Services of FI, LLC currently provides these services to the County at \$22,9758 per month. The services for the awarded agreement will increase to \$23,771 per month.

Is Funding Required (Yes/No): If Yes, Was the item budgeted  
**Yes** (Yes/No/N/A):  
**Yes**

**Funding Source:**

\_General Funds - Mosquito Control - Professional Services

**Account No.:**

FD1000 - CC1204 - SC531000

Sole Source (Yes/No): Advanced Payment  
**No** (Yes/No):  
**No**

Planning Requirements:

Public Hearing Required (Yes/No):  
**No**

Hearing Type:

Initiated By:

N/A

**ATTACHMENTS:**

Description	Type	Upload Date	File Name
▢ RFP No. 25/26-084	Backup Material	5/20/2026	BidBackup_RFP_No._2526-084_Public_dsada.pdf
▢ Vendor Analytics	Backup Material	5/20/2026	2526-084_Vendor_Analyticdsada.pdf

**REVIEWERS:**

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	5/20/2026 - 3:14 PM	Item Pushed to Agenda



## BID RECOMMENDATION FORM

**TITLE:**

RFP No. 25/26-084, Mosquito Control Program

**DATE OF RECOMMENDATION:**

May 19, 2026

**BIDDERS**

Clarke Environmental Mosquito Management, Inc.

Daddy Rabbit Aviation

Vector Disease Control International

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BID TOTAL**

To Be Determined

To Be Determined

To Be Determined

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**FUNDING SOURCE:** General Fund - Mosquito Control - Professional Services  
\_\_\_\_\_

**RECOMMENDATION:**

Review of Staff's ranking of the Proposals received for RFP No.25/26-084, Mosquito Control Program.

**If only one Bid is received, state reason why accepted and not rebidding:**

\_\_\_\_\_

**Staff Assigned to Tabulate Bids and Make Recommendations:**

**NAME/TITLE:**

Annie Wallau, Extension Agent III

**SIGNATURE:**

Annie A. Wallau

**BID TABULATION FORM**

RFP **25/26-084**

Date: May 8, 2026

Proj: **Mosquito Control Program**

Time Open: 9:00 AM

Ad: Clay Today, April 9, 2026

Time Close: 9:02 AM

This is a generic Bid Tabulation Form; all required bid documents will be verified prior to bid recommendation.

**Bids to be evaluated based on evaluation criteria established in bid document**

	Bidder	Addendum	Total
1	Clarke Environmental Mosquito Management, Inc.	Yes	To Be Determined
2	Daddy Rabbit Aviation	Yes	To Be Determined
3	Vector Disease Control International (VDCI)	Yes	To Be Determined



Clay County  
 Purchasing / Administrative and Contractual Services  
 477 Houston Street, Green Cove Springs, FL 32043

**EVALUATION TABULATION**  
 RFP No. 25/26-084  
Mosquito Control Program  
 RESPONSE DEADLINE: May 7, 2026 at 4:00 pm

**CONSENSUS SCORECARD SUMMARY**

Vendor	Previous Experience with Similar Projects (20 Points)	Qualifications of Respondent and Personnel Assigned to Project (15 Points)	Availability of Respondent and Personnel Assigned to Project (15 Points)	Project Understanding, Innovation, and Approach (20 Points)	References (10 Points)	Pricing (10 Points)	Equipment (10 Points)	Total Score (Max Score 100)
Clarke Environmental Mosquito Management, Inc.	19	12	13.67	16	10	7.67	9.33	<b>87.7</b>
Daddy Rabbit Aviation	9	1.67	2.33	9.33	0	2.33	2.67	<b>27.3</b>
Vector Disease Control International (VDCI)	20	12.67	14.67	19.67	10	9.67	10	<b>96.7</b>

Name	Title
Eric Pope	Director
Annie Wallau	Extension Agent
Jamey Wilkes	Environmental Services Dep. Dir.

**AGGREGATE SCORES SUMMARY**

Vendor	Eric Pope	Annie Wallau	Jamey Wilkes	Total Score (Max Score 100)
Vector Disease Control International (VDCI) <b>(Headquarters: Little Rock, Arkansas)</b>	95	97	98	<b>96.67</b>
Clarke Environmental Mosquito Management, Inc. <b>(Headquarters: St. Charles, Illinois)</b>	90	88	85	<b>87.67</b>
Daddy Rabbit Aviation <b>(Headquarters: Pinehurst, Georgia)</b>	31	13	38	<b>27.33</b>

**EVALUATION CRITERIA**

Criteria	Scoring Method	Weight (Points)
Previous Experience with Simil Projects (20 Points)	Points Based	20

Description:

Contractor’s shall provide their experience in performing mosquito control programs of comparable size and scope to Clay County.

Evidence should include:

- Years in business and years of operational experience in mosquito control programs.
- Experience managing similar programs, including but not limited to routine surveillance, larval and adult mosquito control, public education, and complaint resolution.
- Experience maintaining eligibility for and status as a State-Approved Mosquito Control Program administered by the Florida Department of Agriculture and Consumer Services (FDACS), in accordance with Chapter 388, Florida Statutes, and Chapter 5E-13, Florida Administrative Code.
- Experience with regulatory reporting, data tracking, and submission of mosquito control operational reports and efficacy data.
- Demonstrated ability to comply with federal, state, and local regulations for mosquito control operations.

Criteria	Scoring Method	Weight (Points)
Qualifications of Respondent and Personnel Assigned to Project (15 Points)	Points Based	15

Description:

Contractor shall submit qualifications and experience of the Company and personnel assigned to the project.

Submissions should include:

- Resumes, certifications, and relevant training of all personnel who will administer the contract.

- Evidence of Mosquito Control Director certification for at least one full-time staff member within Clay County.
- Documentation of compliance with applicable federal, state, and local regulations.

Criteria	Scoring Method	Weight (Points)
Availability of Respondent and Personnel Assigned to Project (15 Points)	Points Based	15

Description:

Contractor shall provide:

- Availability of essential duty personnel and project manager.
- Communication methods, including local contact phone number and 24-hour emergency contact information.
- Plans for extended operations during weekends, holidays, or emergency events.

Criteria	Scoring Method	Weight (Points)
Project Understanding, Innovation, and Approach (20 Points)	Points Based	20

Description:

Contractors shall demonstrate their understanding of the requirements and proposed methods for delivering the services. Proposals shall include:

- Detailed strategy for mosquito larvae and adult surveillance, inspection, and control, including chemical, biological, and physical control methods.
- Approach for public education, complaint intake, complaint response time and complaint resolution.
- Methods for expanded arboviral surveillance (including Zika) and emergency post-disaster mosquito abatement operations.

- A comprehensive disaster response plan, outlining procedures for maintaining or restoring mosquito control operations following natural or man-made disasters, including but not limited to staffing, equipment deployment, communication protocols, and coordination with County representatives.
- Demonstrated understanding of local environmental conditions and mosquito control challenges within Clay County.
- Identification of innovations or improvements to standard mosquito control practices that enhance efficiency, effectiveness, or responsiveness.

Criteria	Scoring Method	Weight (Points)
References (10 Points)	Points Based	10

Description:

Provide three (3) references for which the Contractor has performed services within the past five (5) years that are similar to the requirements outlined in this RFP.

For each reference, the following information is required:

- Name of entity/agency
- Summary of services provided
- Timeframe of performance
- Cost of services provided
- Point of contact (name, title, email, and phone number)

References will be evaluated based on their responsiveness, satisfaction with services, and the success of past projects.

EVALUATION TABULATION  
RFP No. 25/26-084  
Mosquito Control Program

---

Criteria	Scoring Method	Weight (Points)
Pricing (10 Points)	Points Based	10

Description:  
Bidder shall provide pricing as requested in Section 6 of this RFP.

Criteria	Scoring Method	Weight (Points)
Equipment (10 Points)	Points Based	10

Description:  
Contractor shall provide:

- List and description of equipment for routine mosquito control operations.
- Major equipment for special events, emergency response, and expanded Arboviral surveillance.

02



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

[CLARKE ENVIRONMENTAL MOSQUITO MANAGEMENT, INC.] RESPONSE DOCUMENT REPORT

RFP No. 25/26-084

Mosquito Control Program

RESPONSE DEADLINE: May 7, 2026 at 4:00 pm

Clarke Environmental Mosquito Management, Inc. Response

CONTACT INFORMATION

**Company:**

Clarke Environmental Mosquito Management, Inc.

**Email:**

kdunn@clarke.com

**Contact:**

Kim Dunn

**Address:**

3036 Michigan Ave  
Kissimmee, FL 34744

**Phone:**

N/A

**Website:**

[www.clarke.com](http://www.clarke.com)

**Submission Date:**

May 6, 2026 2:43 PM (Eastern Time)

## ADDENDA CONFIRMATION

Addendum #1

*Confirmed Apr 22, 2026 2:46 PM by Kim Dunn*

Addendum #2

*Confirmed May 1, 2026 1:58 PM by Cherrief Jackson*



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

[DADDY RABBIT AVIATION] RESPONSE DOCUMENT REPORT

RFP No. 25/26-084

Mosquito Control Program

RESPONSE DEADLINE: May 7, 2026 at 4:00 pm

**Daddy Rabbit Aviation Response**

**CONTACT INFORMATION**

**Company:**

Daddy Rabbit Aviation

**Email:**

rjeveridge@yahoo.com

**Contact:**

Ron Everidge

**Address:**

5025 Old Pinehurst Road  
Pinehurst, GA 31070

**Phone:**

N/A

**Website:**

N/A

**Submission Date:**

May 7, 2026 3:32 PM (Eastern Time)

## ADDENDA CONFIRMATION

Addendum #1

*Confirmed May 7, 2026 3:02 PM by Ron Everidge*

Addendum #2

*Confirmed May 7, 2026 3:02 PM by Ron Everidge*



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

---

[VECTOR DISEASE CONTROL INTERNATIONAL (VDCI)] RESPONSE DOCUMENT REPORT

RFP No. 25/26-084

Mosquito Control Program

RESPONSE DEADLINE: May 7, 2026 at 4:00 pm

Vector Disease Control International (VDCI) Response

CONTACT INFORMATION

**Company:**

Vector Disease Control International (VDCI)

**Email:**

cefsthion@vdc.net

**Contact:**

Caroline Efsthion

**Address:**

1320 Brookwood Drive, Suite H  
Little Rock, AR 72202

**Phone:**

(954) 854-3915

**Website:**

[www.vdc.net](http://www.vdc.net)

**Submission Date:**

May 7, 2026 2:34 PM (Eastern Time)

## ADDENDA CONFIRMATION

Addendum #1

*Confirmed May 3, 2026 3:39 PM by Jay Sandridge*

Addendum #2

*Confirmed May 3, 2026 3:40 PM by Jay Sandridge*

### 3. Scope of Work

#### 3.1. Purpose

The Clay County Board of County Commissioners (the “County”) is soliciting proposals from qualified Contractors to provide a comprehensive Mosquito Control Program. Services shall be delivered through an Integrated Mosquito Management (IMM) approach consistent with the Florida Public Health Pest Control Manual and the American Mosquito Control Association (AMCA) training manual (latest editions).

The Program shall include year-round surveillance, inspection, and control of mosquito larvae and adult mosquitoes using appropriate chemical and biological methods, as well as monitoring activities to assess mosquito populations and determine the appropriate type, timing, and extent of control measures. The Program shall also include public education and outreach.

All services must be performed in a manner that supports and maintains the County’s eligibility for and status as a State-Approved Mosquito Control Program administered by the Florida Department of Agriculture and Consumer Services (FDACS), in accordance with Chapter 388, Florida Statutes, and Chapter 5E-13, Florida Administrative Code.

#### 3.2. General Requirements

The Contractor shall provide all personnel, supervision, materials, equipment, facilities, and services necessary to perform the Work. The Contractor shall be solely responsible for means, methods, techniques, sequences, and safety procedures.

At a minimum, the Contractor shall provide:

- Year-round mosquito surveillance and control (larval and adult)
- Public education and outreach
- Complaint intake and resolution
- Efficacy testing
- Office, laboratory, and operational facilities within Clay County
- All required permits (local, state, federal)
- Emergency mosquito control services (including disaster response), when authorized by the County
- Expanded arboviral surveillance (e.g., Zika) when authorized by the County
- Operate the Mosquito Control Program in compliance with Chapter 388, Florida Statutes, and Chapter 5E-13, Florida Administrative Code, and all applicable FDACS rules governing State-Approved Mosquito Control Programs.

- Support the County in meeting all FDACS reporting, documentation, surveillance justification, and record-keeping requirements necessary to maintain State-Approved Program status and eligibility for state aid.

The Contractor shall serve as the Clay County Mosquito Control Director for the duration of the contract and shall be responsible for the overall management, planning, supervision, and execution of the County's Mosquito Control Program. The Contractor shall maintain at least one full-time certified Mosquito Control Director in accordance with Florida Department of Agriculture and Consumer Services (FDACS) requirements and shall provide annual proof of certification.

### 3.3. Routine Services

#### *A. Mosquito Larval Surveillance and Control*

The Contractor shall identify, GPS map, and monitor mosquito breeding sites using standard surveillance methods. Permanent or semi-permanent sites shall be sampled as necessary, not to exceed monthly during peak mosquito season. Temporary sites shall be inspected following rainfall events or as conditions warrant.

Larval populations shall be monitored using standard dip sampling techniques. Treatment decisions shall be based on surveillance data and established thresholds. All positive breeding sites shall be treated using approved chemical or biological control methods in accordance with label requirements and applicable best management practices.

The Contractor shall notify the County Representative of any identified mosquito breeding sites that may require source reduction measures, including but not limited to clogged ditches, standing water, or other environmental conditions requiring corrective action.

Any additional sites identified by the County or otherwise brought to the Contractor's attention shall also be mapped, monitored, and incorporated into surveillance activities.

#### **B. Adult Mosquito**

Adult mosquito surveillance shall be conducted primarily using standard CDC light traps or equivalent approved by the County.

A minimum of twenty (20) traps shall be operated up to three (3) times per week during mosquito season. Trap frequency may be reduced during periods of low mosquito activity with prior approval from the County.

All collections shall be identified to species level and reported by sex (male/female) and total counts per trap night.

#### **C. Adult Mosquito Control**

Adult mosquito control shall be performed using vehicle-mounted or handheld Ultra-Low Volume (ULV) application equipment.

All spray vehicles shall be equipped with GPS-based tracking systems capable of recording time, location, speed, direction, and spray activation status. All application records shall be retained and made available to the County upon request.

### **Application Requirements**

All pesticide applications shall:

- Be EPA-registered and used in accordance with label directions
- Be applied at labeled rates only
- Be documented in accordance with County reporting requirements

### **Calibration & Testing**

All ULV equipment shall be calibrated prior to use and operated in accordance with manufacturer specifications. Droplet size testing shall be conducted periodically during mosquito season, and results shall be made available to the County upon request.

### **D. Larval Mosquito Control**

All breeding sites found positive for mosquito larvae must be treated with chemical or biological controls using best management practices.

Pesticide application must be made using power and/or hand operated equipment suitable for the chemical being applied, and in a manner consistent with label recommendations.

Only pesticide approved for such use by Federal and State authorities shall be used.

Treatment levels shall be based on surveillance data; however, minimum service levels must be maintained unless reduced activity is documented and approved by the County.

### **E. Mosquito-Borne Disease Suppression**

Upon notification to the Contractor by the Florida Department of Health, the Clay County Health Department, or any other responsible state or local public health agency that a person within Clay County has been diagnosed with a mosquito-borne disease, including but not limited to Zika virus, Dengue fever, Chikungunya virus, West Nile virus, Eastern Equine Encephalitis (EEE), St. Louis Encephalitis (SLE), malaria (locally transmitted), or any other mosquito-borne disease of public health significance in Florida:

- The Contractor shall notify the County Representative immediately.
- Upon authorization, the Contractor shall implement a transmission suppression protocol in accordance with applicable public health guidance.

### **F. Efficacy Testing**

The Contractor shall perform efficacy testing to evaluate mosquito control efforts, including:

- Pre- and post-treatment mosquito population assessments using traps and/or field evaluations.
- Insecticide susceptibility testing (e.g., bottle bioassay methods).

Testing Requirements:

- Conducted at least once per calendar year
- Performed for each chemical routinely used in mosquito control operations

### **As Needed Services**

*The following scope of services shall be provided on an as needed basis as directed by the County:*

#### **Arboviral Surveillance and Response**

The Contractor shall provide surveillance for mosquito-borne viruses, including Zika, on an as-needed basis and only upon written directive from the County.

The Contractor shall be prepared to implement expanded surveillance activities in a proactive and timely manner when authorized. If conditions do not warrant an expanded surveillance program, the County reserves the right to withhold authorization for these services.

#### **Emergency Response to Natural or Manmade Disasters**

Post-disaster services to address mosquito activity resulting from natural or manmade events shall be performed only upon prior authorization by the County when such services exceed the routine scope of work.

The Contractor shall provide and maintain a current list of Essential Duty Personnel (EDP), including names and contact telephone numbers, and shall ensure the availability of qualified personnel and necessary equipment to respond to potential mosquito-related issues.

The Contractor shall develop and submit a disaster response plan with its Proposal. The plan shall be subject to review and approval by the County and, upon approval, shall be incorporated into the Contract.

### **Public Education Program**

In an effort to educate the community of our mosquito control program and what citizens can do to eliminate mosquito breeding sites and protect themselves from mosquitoes, Contractor shall do the following on an as-needed basis as requested by the County:

- A. Prepare, on an as needed basis, press releases, flyers and other written public information materials to be disseminated via distribution to media, civic associations, schools, and by other means. The County will cover costs of printing and postage or negotiate such fee with the Contractor.
- B. Prepare Public Service Announcements, and represent the County mosquito program on radio/television broadcasts.
- C. Conduct presentations at schools, civic association meetings, and public meetings.

### **Reporting**

The Contractor shall submit a bi-weekly report to include, but not limited to, the following:

- A. Brief narrative summary of general mosquito populations and contractor's response. Any unusual conditions should be noted.
- B. Light trap counts by location, mosquito species and gender, and total.
- C. Adulticiding report to include number of miles sprayed, and acres treated.
- D. Larviciding report to include square footage of area treated with biolarvicide.
- E. Service requests received to include number of adulticiding requests, number of larviciding requests, and number of sites inspected.
- F. Any additional data, documentation, or summaries required by the County to complete FDACS-mandated reports, including but not limited to being responsible for submitting the Mosquito Control Monthly Report – Pesticide Activity Reports (FDACS-13652, Rev 02/23) in accordance with 5E-13.027(4), F.A.C. and submit detailed plans for inclusion in the County's Integrated Mosquito Management Plan (FDACS-12668, Rev 2/23) as required by 5E-13.022(2), F.A.C.

The Contractor shall submit an annual report that provides a recap of the aforementioned reporting and includes the results of the annual efficacy testing results.

### **3.4. Program Equipment**

All vehicles and other equipment used in the performance of this Contract shall be maintained in good repair, in a clean and sanitary condition, and in a manner acceptable to the County at all times. Each vehicle shall be equipped with appropriate spill kits and safety equipment. The Contractor's name shall be clearly displayed on both sides of each vehicle.

All trucks and mobile equipment shall be assigned unique identification numbers, with no duplication between units. Identification numbers shall be displayed on both sides of each

vehicle. Each digit shall be a minimum of three (3) inches in height and two (2) inches in width and shall be clearly legible.

Each truck shall be equipped with either a two-way radio or a cellular telephone to ensure continuous communication with the Contractor's dispatcher and the County.

### 3.5. Complaints

All complaints shall be made directly to the Contractor or shall be forwarded to the Contractor by the County, and shall be given prompt and courteous attention. All complaints received must be responded to within forty-eight (48) hours, weather permitting, excluding weekends and holidays. It shall be the duty of the Contractor to investigate each complaint and take whatever steps that may be necessary to remedy the cause of the complaint, including treatment, recommendation to property owner and/or recommendation to the County. The County shall provide to the Contractor a list of complaints received by the County each day. The Contractor may obtain this list from the County each day either by telephone, e-mail, fax and/or personal visit to the County Office.

### 3.6. Office Location and Operations

The Contractor shall maintain an office, chemical mixing facility, and operational shop within Clay County for the duration of the Contract. The office shall serve as the designated location for receipt of all notices, directives, orders, requests, and complaints issued under this Contract. The Contractor shall notify the County in writing of the office location and any subsequent changes.

The Contractor shall maintain a publicly listed local telephone number for public contact between 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding County-recognized holidays. In the event of excessive mosquito emergence, the Contractor shall extend operational spray activities to weekends and holidays as necessary, subject to County direction or approval.

At the County's option, the County may provide the existing mosquito control building, sheds, and storage area located at 5 Esplanade Avenue, Green Cove Springs, Florida, for use by the Contractor. The County shall provide utilities and services for the Facilities, including internet service, trash collection, and pest control. Such use shall be subject to a mutually agreed-upon monthly lump sum credit to be applied to the County's invoice for services.

The Contractor shall be responsible for all other items necessary to operate the Program, including, but not limited to, office supplies and equipment.

The County shall have the right to inspect the Facilities at any time and to enter at reasonable times for the purpose of alterations or repairs. Upon commencement of use, the Contractor shall provide the County with duplicate keys to the Facilities.

The Contractor shall not make any improvements or alterations to the Facilities without the County's prior written approval and shall not permit any liens to be placed on the Facilities arising from its use or occupancy.

The Contractor shall maintain the Facilities in good repair and in a clean and sanitary condition, including regular removal of trash, and shall comply with all applicable laws governing use of the Facilities. If the County determines that the Facilities are not being properly maintained, the Contractor shall correct the deficiencies and reimburse the County for any costs incurred in doing so.

The Contractor shall not make unlawful, improper, or offensive use of the Facilities, including the possession, consumption, display, or disposal of alcoholic beverages, in accordance with applicable County Code.

The County reserves the right, at its sole discretion, to discontinue the Contractor's use of the Facilities if it is determined to be in the best interest of the County.

### 3.7. [Point of Contact](#)

All dealings, contacts, etc. between Contractor and the County shall be directed by the Contractor to the appointed County Representative and by the County to the Contractor's Manager. The cellular telephone number of the Contractor's Manager shall be provided to the County Representative and shall be available twenty-four (24) hours, seven (7) days/ week for emergency calls.

### 3.8. [Work Hours](#)

Workdays and hours – Normal work hours of Monday through Friday, 7:30 a.m. to 5:00 p.m. unless approved by the County Project Manager or designee.

Any work performed outside of the normal County business hours will require prior County approval and payment to the County for all expenses incurred by the County may be required.

### **Holidays**

The Contractor may elect to observe the same holidays as those observed by the Clay County Board of County Commissioners by suspending services on these days providing that critical tasks must be performed as necessary. If there is an excessive mosquito hatch, spray operations will be extended to weekends and holidays, if necessary

### 3.9. [Unsatisfactory Equipment and/or Services](#)

The County shall notify the Contractor of any instances of unacceptable equipment or services. The Contractor shall promptly correct all deficiencies at no cost to the County, including all labor and materials, as applicable.

The County may suspend services until such deficiencies are corrected or, in the event of an emergency, obtain services from another provider. Repeated or continued unsatisfactory performance may result in corrective action, up to and including debarment.

### 3.10. Breach of Services & Penalties

The Contractor acknowledges that timely and effective performance of mosquito control services is essential to public health and safety. In the event of Contractor failure to perform in accordance with the Contract requirements, and where actual damages would be difficult to determine, the County may assess liquidated damages as set forth herein. The parties agree that such amounts represent a reasonable estimate of damages and are not a penalty.

Liquidated damages may be assessed as follows:

- \$100 per day for each instance of a supervisory position filled by an individual who does not possess the required certification.
- \$100 per occurrence for failure to initiate satisfactory resolution of citizen complaints within two (2) working days.

If the Contractor fails to provide the required Mosquito Control services for more than two (2) consecutive scheduled working days, excluding events caused by force majeure, the County may, at its sole discretion:

- Provide or procure substitute services from another provider;
- Recover all associated costs from the Contractor, including administrative and operational expenses; and
- Deduct such costs from amounts due to the Contractor under the Contract.

If the Contractor is unable to resume performance within three (3) days of such failure, the County may terminate the Contract for default and secure alternative service providers. The Contractor shall remain liable for all resulting costs incurred by the County.

The County may terminate the Contract upon written notice if the Contractor fails to cure any material breach within ten (10) calendar days of receipt of notice from the County.

In the event of insolvency, bankruptcy, or cessation of business operations by the Contractor, the County may immediately terminate the Contract and obtain services from an alternative provider without further obligation.

### 3.11. Term

The awarded Agreement shall remain in effect for a period of three (3) year from the Effective Date of the Agreement, with the County reserving the right and option to extend for an

additional two (2) periods of twelve (12) months each, if such is agreeable with the successful Contractor.

### 3.12. Transferability of Contract

The awarded Contractor will be issued a contract, no assignment of the contract or any right accruing under the contract shall be made in whole or in part by the Contractor without the express written consent of the County. In the event of any assignment, the assignee shall assume the liability of the Contractor.

### 3.13. Payment

The Contractor may request payment no more than once monthly, based on the amount of work done or completed. All partial estimates and payments found to be in error shall be subject to correction in the estimates and payments subsequent thereto, and in the final estimate and payment. Payments will be made in accordance with the Florida Local Government Prompt Payment Act.

### 3.14. Damage to Public or Private Property

The Contractor shall be responsible for any damage to public or private property resulting from the performance of the Work, including damage caused by application activities, equipment operations, or installation activities, and shall repair or replace such property at its sole expense. All repairs or replacements shall be completed in a manner acceptable to the County and shall restore the property to its original condition, or better.

Contractor will be responsible for applying and securing any permits that may be required to complete such repairs. Contractor must provide protection necessary to prevent damage to property being repaired or replaced.

Any damage to property (public or private) caused by the action of the Contractor shall be repaired or replaced at the expense of the Contractor to the satisfaction of the County. Repairs made as a result of damage must be guaranteed for a period of thirty (30) days. Should the replacement be damaged within the thirty (30) day period, the Contractor shall replace the materials continually until the area is re-established.

Should the County have any expenses incurred due to the Contractor not restoring the property/damage within said time, any appropriate labor, material, and/or equipment use or rental to restore damaged property to its original condition will be deducted from the Contractors invoice prior to a payment being made.

### 3.15. Compliance with Occupation Safety and Health Act

The Contractor warrants that the product, products, or services supplied to Clay County shall conform in all respects to the standards set forth in the Occupational Safety and Health Act

(OSHA) of 1970 as amended and the failure to comply will be considered a breach of contract. Clay County shall be held harmless against any unsafe conditions and Contractor employee incidents.

Contractor certifies that all material, equipment, services, etc., furnished in this bid meets all OSHA requirements for the applicable Sectors. Contractor further certifies that, if he is the successful bidder, and the material, equipment, service, etc., delivered or provided is subsequently found to be deficient in any OSHA requirement in effect on date of delivery or service fulfillment date, all costs necessary to bring the material, equipment, service, etc., into compliance with the aforementioned requirements shall be borne by the bidder. All Personal Protective Equipment used by the Contractor and their employees shall be ANSI certified and meet OSHA standards.

### 3.16. Selection Criteria / Evaluation Committee

The Professional Services Evaluation Committee shall determine qualifications, interest and availability by reviewing all Bids received that express an interest in performing these services, and when deemed necessary, by conducting formal interviews of selected Bidders that are determined to be best qualified based upon the evaluation of the Bids.

Bidders are advised that lengthy or overly verbose or redundant submissions are not necessary. Compliance with all requirements will be solely the responsibility of the Bidder. Failure to provide adequate information on any criterion will result in lower scores and could result in rejection of the Bid as non-responsive. The response to each of the criteria will be evaluated relative to the other responses received and the RFP shall be awarded to the most qualified Bidder that meets all requirements of the RFP. Bidders are encouraged to arrange their Bids in a format that will offer ready review and evaluation of each criterion. The Board of County Commissioners reserves the right to request oral presentations from one or more selected Bidders.

### 3.17. Performance Evaluation

A work performance evaluation will be conducted periodically to ensure compliance with the Contract.

### 3.18. Cancellation of Contract

If the awarded Contractor fails to maintain acceptable product quality or to perform adequately in accordance with the terms, conditions and specifications established in this Request for Bid, the County reserves the right to cancel the contract upon thirty (30) days written notice to the Contractor.

### 3.19. Additional Services

If the County and/or awarded Contractor identifies any additional services to be provided by Contractor that are not covered under the Agreement but are beneficial to the County, such additional services shall be mutually negotiated between the County and the Contractor.


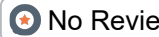
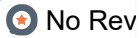
### Project View Count





331

### Vendor Funnel

 Followers	<b>8</b>
 Downloaders	<b>15</b>
 Applicants	<b>4</b>
 No Bids	<b>0</b>
 Submissions	<b>3</b>

### Vendors

Vendor	Followed	Downloaded	Applied	No Bid	Submitted
ADAPCO, LLC  <i>aes.vectorbids@azelis.com</i>	✓	✓			
Arrow Exterminators  <i>neflcommercial@naderspestraiders.c</i>	✓	✓	✓		
Clarke Mosquito Control Products <i>cjackson@clarke.com</i>	✓	✓			
Clarke Mosquito Control Products <i>kdunn@clarke.com</i>	✓	✓	✓		✓
Construction Bid Source <i>axion.cbs@gmail.com</i>		✓			
DF Interactive NC LLC <i>bids+opengov@davidfine.dev</i>		✓			
Daddy Rabbit Aviation  <i>rjeveridge@yahoo.com</i>	✓	✓	✓		✓
None <i>martin.larinas@gmail.com</i>		✓			
North America Procurement Cour <i>notifications@napc.me</i>		✓			
OG LLC		✓			

<i>rfp.radarusa@gmail.com</i>					
PWXPress  No Reviews <i>bids@pwxpress.com</i>	✓	✓			
RevStar Consulting  No Review <i>nastassia.barkouskaya@revstarcons</i>		✓			
Source Management  No Review <i>sourcemanagement@deltek.com</i>	✓	✓			
Vector Disease Control Internatio <i>jsandridge@vdcnet</i>	✓	✓	✓		✓
VendorLink, LLC  No Reviews <i>bids@evendorlink.com</i>		✓			



Agenda Item  
Clay County Board of County Commissioners

Clay County Administration Building  
Tuesday, May 26 4:00 PM

TO: BCC Members

DATE: 12/30/2025

FROM: Teddy Meyer

**SUBJECT:**

- TDC Grant Request - J.C. Kitaif Pro Rodeos | 2026 Clay County Pro Rodeo and Western Festival - \$22,400
- TDC Grant Request - Ignite Dance Competition | 2026 Nationals - \$19,000
- TDC Grant Request - Free Bird Classic - \$17,000
- TDC Grant Request - 2026 Seamark Rodeo at the Ranch - \$3,000
- TDC Grant Request - Moosehaven 2026 4th of July - \$2,000

**AGENDA ITEM TYPE:**

**BACKGROUND INFORMATION:**

- TDC unanimously voted (6-0) to approve the following grants:
- TDC Grant Request - J.C. Kitaif Pro Rodeos | 2026 Clay County Pro Rodeo and Western Festival - \$22,400
  - TDC Grant Request - Ignite Dance Competition | 2026 Nationals - \$19,000
  - TDC Grant Request - Free Bird Classic - \$17,000
  - TDC Grant Request - 2026 Seamark Rodeo at the Ranch - \$3,000
  - TDC Grant Request - Moosehaven 2026 4th of July - \$2,000

Is Funding Required (Yes/No):

**Yes**

If Yes, Was the item budgeted

(Yes/No/N/A):

**Yes**

Funding Source: FD1071/CC1253/Reimbursement Grants (548005)

FD1071- CC1253- SC548005

Amount: \$63,400

Sole Source (Yes\No):      Advanced Payment  
(Yes\No):

ATTACHMENTS:

Description	Type	Upload Date	File Name
▢ 2026 Kitaif Pro Rodeo Scoresheet	Backup Material	5/19/2026	2026_Kitaif_Rodeo_Scoresheetdsada.pdf
▢ Ignite Nationals Scoresheet	Backup Material	5/19/2026	Ignite_Nationals_Scoresheet_dsada.pdf
▢ Free Bird Classic Scoresheet	Backup Material	5/19/2026	Free_Bird_Classic_Scoresheetdsada.pdf
▢ 2026 Seamark Rodeo Scoresheet	Backup Material	5/19/2026	2026_Rodeo_at_the_Ranch_Scoresheet1dsada.pdf
▢ Moosehaven 4th of July Scoresheet	Backup Material	5/19/2026	Moosehaven_4th_of_July_2026_Scoresheet1dsada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Tourism and Film Development	Streeper, Lisa	Approved	5/20/2026 - 3:14 PM	Item Pushed to Agenda

# 2026 Clay County Pro Rodeo & Western Festival

September 5-6, 2022 at Clay County Fairgrounds

## Sports Grant Application Scoring

- 1. **Room night goal** - Maximum award of \$10,000 based on \$20 per verified room night or zip code - 185 rooms x 2 nights = 370 x \$20 = \$ 7,400 (not to exceed **\$10,000**)
- 2. **Venue Rental Expense** – up to \$10,000 - \$10,000
- 3. **Multi-Day Event** - \$2,500
- 4. **Need period** - Event occurs during Need Period (Jan, Feb, June, July, Aug, Sept, Nov, Dec) –\$2,500

**Amount Request From TDC: \$25,000**

**Application Score Recommendation: \$22,400**

# Ignite Dance Competition - Nationals

June 24-28, 2026 at Thrasher-Horne Center

## Sports Grant Application Scoring

- 1. **Room night goal** - Maximum award of \$10,000 based on \$20 per verified room night or zip code - 40 rooms x 5 nights = 200 x \$20 = \$ 4,000 (not to exceed **\$10,000**)
- 2. **Venue Rental Expense** – up to \$10,000 - \$10,000
- 3. **Multi-Day Event** - \$2,500
- 4. **Need period** - Event occurs during Need Period (Jan, Feb, June, July, Aug, Sept, Nov, Dec) –\$2,500

**Amount Request From TDC: \$19,000**

**Application Score Recommendation: \$19,000**

# Clay County Free Bird Classic 7on7 Tournament

July 16-17, 2026 at Clay County Regional Sports Complex

## Sports Grant Application Scoring

- 1. **Room night goal** - Maximum award of \$10,000 based on \$20 per verified room night or zip code - 100 rooms x 1 nights = 100 x \$20 = \$ 2,000 (not to exceed **\$10,000**)
- 2. **Venue Rental Expense** – up to \$10,000 - \$10,000
- 3. **Multi-Day Event** - \$2,500
- 4. **Need period** - Event occurs during Need Period (Jan, Feb, June, July, Aug, Sept, Nov, Dec) –\$2,500

**Amount Request From TDC: \$17,000**

**Application Score Recommendation: \$17,000**

# 2026 Seamark Rodeo at the Ranch

May 15-16, 2026 at Seamark Ranch

## Special Event Grant Application Scoring

- 1. **Contributes to the quality of life** – \$1,500
- 2. **Multi-Day Event** – \$1,500
- 3. **Need period** - Event occurs during Need Period (Jan, Feb, June, July, Aug, Sept, Nov, Dec) –\$500

**Amount Request From TDC: \$3,000**

**Application Score Recommendation: \$3,000**

# American Pride 4th of July 2026

July 4, 2026 at Mooshaven

## Special Event Grant Application Scoring

- 1. **Contributes to the quality of life** – \$1,500
- 2. **Multi-Day Event** – \$1,500
- 3. **Need period** - Event occurs during Need Period (Jan, Feb, June, July, Aug, Sept, Nov, Dec) –\$500

**Amount Request From TDC: \$3,500**

**Application Score Recommendation: \$2,000**



Agenda Item  
Clay County Board of County Commissioners

Clay County Administration Building  
Tuesday, May 26 4:00 PM

TO: Board of County Commissioners

DATE:

FROM: Administrative and  
Contractual Services

**SUBJECT:**

Approval to post Notice of Intent to Award Bid No. 25/26-041, Carl Pugh Park Drainage Improvements to Kirby Development, Inc., in the amount of \$250,559.42. Approval of award will be effective after the 72-hour protest period has expired.

**Funding Source:**

General Fund - Parks & Recreation Administration - Carl Pugh Drainage - Infrastructure

AGENDA ITEM TYPE:

---

**BACKGROUND INFORMATION:**

Request for Bids was issued with the intent to award to a qualified and licensed Contractor for the drainage improvements required at Carl Pugh Park. The park currently experiences significant flooding and persistent standing water during and following even minor rainfall events. These conditions frequently render the athletic fields and surrounding areas unusable, negatively impacting recreational activities and public access. Proposed improvements will emphasize long-term functionality, durability, and ease of maintenance.

Substantial Completion shall be accomplished within one hundred twenty (120) days from Notice to Proceed. The Contractor shall achieve Final Completion of the Project no less than thirty (30) calendar days after the delivery of the Punch List by the County to the Contractor.

1,261 Suppliers were notified  
71 Suppliers downloaded the Request for Bid  
8 Bids were received  
19 Contractors attended the Mandatory Pre-Bid

Pursuant to Chapter 5, Section C of the Purchasing Policy, the County Manager is authorized to approve and execute the agreement on behalf of the Board following Board approval of the award.

Is Funding Required (Yes/No):  
**Yes**

If Yes, Was the item budgeted  
(Yes/No/N/A):  
**Yes**

**Funding Source:**

General Fund - Parks & Recreation Administration - Carl Pugh Drainage - Infrastructure

**Account No.:**

FD1000 - CC1188 - PRJ100491 - SC563000

Sole Source (Yes/No): Advanced Payment  
**No** (Yes/No):  
**No**

Planning Requirements:  
Public Hearing Required (Yes/No):

Hearing Type:

Initiated By:

N/A

**ATTACHMENTS:**

Description	Type	Upload Date	File Name
▫ RFB 25/26-041 Carl Pugh Park Drainage Improvements	Backup Material	5/21/2026	RFB No. 25.26-041 - _Carl_Pugh_Park - _Final_Binder.pdf
▫ Vendor Analytics	Backup Material	5/21/2026	6. Vendor Analysis - _Carl_Pugh_Park_(dsada.pdf

**REVIEWERS:**

Department Reviewer	Action	Date	Comments
Purchasing Streeper, Lisa	Approved	5/20/2026 - 3:14 PM	Item Pushed to Agenda



## BID RECOMMENDATION FORM

**TITLE:**

Bid No. 25/26-041, Carl Pugh Park - Drainage Improvements

**DATE OF RECOMMENDATION:**

May 19, 2026

### BIDDERS

### BID TOTAL

Advantage Contracting Group, Inc.

\$303,600.08

Baker Consulting & Engineering, LLC dba Baker Design Build

\$347,548.16

Callaway Contracting, LLC

\$432,877.82

DCRV Contracting, LLC

\$486,610.00

GEC Trucking and Construction, Inc.

\$353,847.98

Jax Utilities Management, Inc.

\$1,067,223.60

Kirby Development, Inc.

\$250,559.42

MAER Homes, LLC dba MAER Construction

\$283,337.00

**FUNDING SOURCE:**

General Fund - Parks & Recreation Administration - Carl Pugh Drainage - Infrastructure

### RECOMMENDATION:

After reviewing all bids received in response to Request for Bid (RFB) No. 25/26-041, Carl Pugh Park - Drainage Improvements, it is recommended that the contract be awarded to Kirby Development, Inc., as they are the lowest responsive bidder and have met all requirements of the solicitation.

**Staff Assigned to Tabulate Bids and Make Recommendations:**

**NAME / TITLE:**

Anthony Stimac

Justin Pierce Director of Parks and Recreation

**SIGNATURE:**

*Anthony Stimac*

*Justin Pierce*

Justin Pierce (May 20, 2026 09:41:03 EDT)

## BID TABULATION FORM

Bid: 25/26-041

Date: April 28, 2026

Proj: **Carl Pugh Park - Drainage Improvements**

Time Open: 9:00 AM

Ad: Thursday, March 26, 2026

Time Close: 9:07 AM

This is a generic Bid Tabulation Form; all required bid documents will be verified prior to bid recommendation.

**Bids to be evaluated based on evaluation criteria established in bid document**

Bidder		Bid Bond	Addendum	Total
1	Advantage Contracting Group Inc.	Yes	Yes	\$303,600.08
2	Baker Consulting & Engineering, LLC (d/b/a Baker Design Build)	Yes	Yes	\$347,548.16
3	Callaway Contracting, LLC	Yes	Yes	\$432,877.82
4	DCRV Contracting, LLC	Yes	Yes	\$486,610.00
5	GEC Trucking and Construction, Inc	Yes	Yes	\$353,847.98
6	Jax Utilities Management, Inc	Yes	Yes	\$1,067,223.60
7	Kirby Development, Inc	Yes	Yes	\$250,559.42
8	MAER Homes, LLC (d/b/a MAER Construction)	Yes	Yes	\$283,337.00
9				
10				



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

**EVALUATION TABULATION**

RFB No. 25/26-041

Carl Pugh Park - Drainage Improvements

RESPONSE DEADLINE: April 27, 2026, at 4:00 pm

**SELECTED VENDOR TOTALS**

Vendor	Total
Jax Utilities Management, Inc.	\$1,067,223.60
DCRV Contracting, LLC	\$486,610.00
Callaway Contracting, Inc.	\$432,877.818
GEC Trucking and Construction Inc	\$353,847.98
Baker Consulting & Engineering LLC, Baker Design Build	\$347,548.155
Advantage Contracting Group	\$303,600.08
MAER Homes, LLC	\$283,337.00
Kirby Development, Inc	\$250,559.418

EVALUATION TABULATION

RFB No. 25/26-041

Carl Pugh Park - Drainage Improvements

**GENERAL CONDITIONS** (Table 1 of 2)

General Conditions					Advantage Contracting Group		Baker Consulting & Engineering LLC, Baker Design Build		Callaway Contracting, Inc.		DCRV Contracting, LLC		GEC Trucking and Construction Inc	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	1	Mobilization	1	LS	\$5,750.00	\$5,750.00	\$45,551.42	\$45,551.42	\$36,054.49	\$36,054.49	\$68,600.00	\$68,600.00	\$40,000.00	\$40,000.00
X	2	Erosion control and Pollution Abatement	1	LS	\$20,125.00	\$20,125.00	\$18,312.06	\$18,312.06	\$24,746.78	\$24,746.78	\$25,898.00	\$25,898.00	\$21,000.00	\$21,000.00
X	3	Litter Removal	1	LS	\$575.00	\$575.00	\$5,269.24	\$5,269.24	\$7,273.75	\$7,273.75	\$13,649.00	\$13,649.00	\$20,000.00	\$20,000.00
X	4	Mowing	1	LS	\$1,150.00	\$1,150.00	\$1,722.64	\$1,722.64	\$12,563.75	\$12,563.75	\$12,018.00	\$12,018.00	\$35,000.00	\$35,000.00
X	5	Performance and Payment Bond	1	LS	\$4,968.00	\$4,968.00	\$5,879.30	\$5,879.30	\$9,918.75	\$9,918.75	\$16,100.00	\$16,100.00	\$9,000.00	\$9,000.00
X	6	Maintenance of Traffic	1	LS	\$2,875.00	\$2,875.00	\$2,388.53	\$2,388.53	\$4,427.73	\$4,427.73	\$6,498.00	\$6,498.00	\$10,000.00	\$10,000.00
<b>Landscape, Site Preparation, Earth Work &amp; Restoration</b>														
X	7	Clearing and Grubbing	2.9	AC	\$1,984.00	\$5,753.60	\$19,640.95	\$56,958.755	\$10,662.72	\$30,921.888	\$30,590.00	\$88,711.00	\$13,000.00	\$37,700.00
X	8	Onsite Grading (Stockpile Excess Onsite)	780	CY	\$81.10	\$63,258.00	\$23.89	\$18,634.20	\$97.53	\$76,073.40	\$40.60	\$31,668.00	\$18.95	\$14,781.00
X	9	Bahia Seed	125000	SF	\$0.26	\$32,500.00	\$0.06	\$7,500.00	\$0.35	\$43,750.00	\$0.44	\$55,000.00	\$0.32	\$40,000.00
X	10	Four (4") inch Concrete Floor (In Dugout)	200	SF	\$12.65	\$2,530.00	\$12.81	\$2,562.00	\$35.56	\$7,112.00	\$8.92	\$1,784.00	\$37.50	\$7,500.00

EVALUATION TABULATION

Invitation For Bid - Carl Pugh Park - Drainage Improvements

EVALUATION TABULATION

RFB No. 25/26-041

Carl Pugh Park - Drainage Improvements

General Conditions					Advantage Contracting Group		Baker Consulting & Engineering LLC, Baker Design Build		Callaway Contracting, Inc.		DCRV Contracting, LLC		GEC Trucking and Construction Inc	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	11	Four (4") inch Concrete Sidewalk	500	SF	\$12.65	\$6,325.00	\$12.81	\$6,405.00	\$22.95	\$11,475.00	\$8.64	\$4,320.00	\$25.00	\$12,500.00
<b>Drainage</b>														
X	12	Inets, DT BOT, Type C, under ten (< 10') feet	7	EA	\$8,625.00	\$60,375.00	\$3,635.53	\$25,448.71	\$5,549.05	\$38,843.35	\$3,202.00	\$22,414.00	\$4,600.00	\$32,200.00
X	13	Trench Drain	2	EA	\$172.50	\$345.00	\$6,153.72	\$12,307.44	\$9,413.30	\$18,826.60	\$4,888.00	\$9,776.00	\$4,151.00	\$8,302.00
X	14	Manhole, P-7, under ten (< 10') feet	1	EA	\$8,625.00	\$8,625.00	\$4,792.98	\$4,792.98	\$6,517.53	\$6,517.53	\$15,688.00	\$15,688.00	\$6,200.00	\$6,200.00
X	15	Eight (8") Feet MES	4	EA	\$3,450.00	\$13,800.00	\$506.66	\$2,026.64	\$2,045.73	\$8,182.92	\$750.00	\$3,000.00	\$2,500.00	\$10,000.00
X	16	Yard Drain	2	EA	\$230.00	\$460.00	\$4,994.20	\$9,988.40	\$2,130.69	\$4,261.38	\$4,094.00	\$8,188.00	\$1,200.00	\$2,400.00
X	17	Eight (8") inch, forty-five (45*) degree bend	10	EA	\$448.50	\$4,485.00	\$353.50	\$3,535.00	\$438.72	\$4,387.20	\$464.00	\$4,640.00	\$200.00	\$2,000.00
X	18	Eight (8") inch, eleven/twenty-five (11.25*) degree bend	1	EA	\$448.50	\$448.50	\$353.50	\$353.50	\$398.92	\$398.92	\$4,994.00	\$4,994.00	\$200.00	\$200.00
X	19	Six (6") inch, Forty-five (45*) degree bend	4	EA	\$431.25	\$1,725.00	\$922.84	\$3,691.36	\$386.12	\$1,544.48	\$1,194.00	\$4,776.00	\$120.00	\$480.00
X	20	Eight (8") inch ADS single wall pipe	1095	LF	\$26.00	\$28,470.00	\$59.57	\$65,229.15	\$41.80	\$45,771.00	\$38.00	\$41,610.00	\$25.32	\$27,725.40

EVALUATION TABULATION

Invitation For Bid - Carl Pugh Park - Drainage Improvements

Page 3

EVALUATION TABULATION

RFB No. 25/26-041

Carl Pugh Park - Drainage Improvements

General Conditions					Advantage Contracting Group		Baker Consulting & Engineering LLC, Baker Design Build		Callaway Contracting, Inc.		DCRV Contracting, LLC		GEC Trucking and Construction Inc	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	21	Six (6") inch PVC pipe	94	LF	\$24.47	\$2,300.18	\$107.12	\$10,069.28	\$36.44	\$3,425.36	\$104.00	\$9,776.00	\$24.57	\$2,309.58
X	22	Eight (8") inch WYE	4	EA	\$1,122.00	\$4,488.00	\$515.71	\$2,062.84	\$447.25	\$1,789.00	\$920.00	\$3,680.00	\$100.00	\$400.00
X	23	Eight-inch (8") inch x Six (6") inch WYE	3	EA	\$1,132.00	\$3,396.00	\$509.55	\$1,528.65	\$633.49	\$1,900.47	\$3,362.00	\$10,086.00	\$100.00	\$300.00
X	24	Six (6") inch Downspout	7	EA	\$3,450.00	\$24,150.00	\$361.90	\$2,533.30	\$1,360.93	\$9,526.51	\$1,408.00	\$9,856.00	\$250.00	\$1,750.00
X	25	Gutter System	244	LF	\$13.70	\$3,342.80	\$115.10	\$28,084.40	\$78.17	\$19,073.48	\$34.00	\$8,296.00	\$25.00	\$6,100.00
X	26	Eight (8") inch Cleanout	4	EA	\$345.00	\$1,380.00	\$1,178.34	\$4,713.36	\$1,028.02	\$4,112.08	\$1,396.00	\$5,584.00	\$1,500.00	\$6,000.00
Total						\$303,600.08		\$347,548.155		\$432,877.818		\$486,610.00		\$353,847.98

GENERAL CONDITIONS (Table 2 of 2)

EVALUATION TABULATION

Invitation For Bid - Carl Pugh Park - Drainage Improvements

Page 4

EVALUATION TABULATION

RFB No. 25/26-041

Carl Pugh Park - Drainage Improvements

General Conditions					Jax Utilities Management, Inc.		Kirby Development, Inc		MAER Homes, LLC	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	1	Mobilization	1	LS	\$87,552.00	\$87,552.00	\$10,292.51	\$10,292.51	\$25,000.00	\$25,000.00
X	2	Erosion control and Pollution Abatement	1	LS	\$7,221.00	\$7,221.00	\$4,192.51	\$4,192.51	\$7,500.00	\$7,500.00
X	3	Litter Removal	1	LS	\$2,413.00	\$2,413.00	\$178.44	\$178.44	\$2,500.00	\$2,500.00
X	4	Mowing	1	LS	\$36,421.00	\$36,421.00	\$356.88	\$356.88	\$3,500.00	\$3,500.00
X	5	Performance and Payment Bond	1	LS	\$16,753.00	\$16,753.00	\$4,500.00	\$4,500.00	\$3,800.00	\$3,800.00
X	6	Maintenance of Traffic	1	LS	\$12,443.00	\$12,443.00	\$4,375.00	\$4,375.00	\$2,500.00	\$2,500.00
<b>Landscape, Site Preparation, Earth Work &amp; Restoration</b>										
X	7	Clearing and Grubbing	2.9	AC	\$37,664.00	\$109,225.60	\$2,855.02	\$8,279.558	\$6,100.00	\$17,690.00
X	8	Onsite Grading (Stockpile Excess Onsite)	780	CY	\$19.00	\$14,820.00	\$13.89	\$10,834.20	\$23.00	\$17,940.00
X	9	Bahia Seed	125000	SF	\$4.47	\$558,750.00	\$0.44	\$55,000.00	\$0.25	\$31,250.00
X	10	Four (4") inch Concrete Floor (In Dugout)	200	SF	\$18.88	\$3,776.00	\$7.89	\$1,578.00	\$15.00	\$3,000.00
X	11	Four (4") inch Concrete Sidewalk	500	SF	\$14.73	\$7,365.00	\$7.89	\$3,945.00	\$13.00	\$6,500.00
<b>Drainage</b>										
X	12	Inets, DT BOT, Type C, under ten (< 10') feet	7	EA	\$13,442.00	\$94,094.00	\$5,149.77	\$36,048.39	\$5,600.00	\$39,200.00
X	13	Trench Drain	2	EA	\$17,644.00	\$35,288.00	\$6,867.51	\$13,735.02	\$11,000.00	\$22,000.00

EVALUATION TABULATION

Invitation For Bid - Carl Pugh Park - Drainage Improvements

EVALUATION TABULATION

RFB No. 25/26-041

Carl Pugh Park - Drainage Improvements

Selected	Line Item	General Conditions			Jax Utilities Management, Inc.		Kirby Development, Inc		MAER Homes, LLC	
		Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	14	Manhole, P-7, under ten (< 10') feet	1	EA	\$11,288.00	\$11,288.00	\$7,049.41	\$7,049.41	\$6,100.00	\$6,100.00
X	15	Eight (8") Feet MES	4	EA	\$776.00	\$3,104.00	\$1,427.51	\$5,710.04	\$1,700.00	\$6,800.00
X	16	Yard Drain	2	EA	\$1,420.00	\$2,840.00	\$2,802.46	\$5,604.92	\$2,900.00	\$5,800.00
X	17	Eight (8") inch, forty-five (45*) degree bend	10	EA	\$425.00	\$4,250.00	\$605.57	\$6,055.70	\$400.00	\$4,000.00
X	18	Eight (8") inch, eleven/twenty-five (11.25*) degree bend	1	EA	\$425.00	\$425.00	\$568.12	\$568.12	\$350.00	\$350.00
X	19	Six (6") inch, Forty-five (45*) degree bend	4	EA	\$399.00	\$1,596.00	\$556.09	\$2,224.36	\$400.00	\$1,600.00
X	20	Eight (8") inch ADS single wall pipe	1095	LF	\$21.00	\$22,995.00	\$34.48	\$37,755.60	\$51.00	\$55,845.00
X	21	Six (6") inch PVC pipe	94	LF	\$19.00	\$1,786.00	\$29.49	\$2,772.06	\$67.00	\$6,298.00
X	22	Eight (8") inch WYE	4	EA	\$477.00	\$1,908.00	\$988.81	\$3,955.24	\$425.00	\$1,700.00
X	23	Eight-inch (8") inch x Six (6") inch WYE	3	EA	\$466.00	\$1,398.00	\$788.81	\$2,366.43	\$610.00	\$1,830.00
X	24	Six (6") inch Downspout	7	EA	\$396.00	\$2,772.00	\$1,865.01	\$13,055.07	\$450.00	\$3,150.00
X	25	Gutter System	244	LF	\$97.00	\$23,668.00	\$22.50	\$5,490.00	\$11.00	\$2,684.00
X	26	Eight (8") inch Cleanout	4	EA	\$768.00	\$3,072.00	\$1,159.24	\$4,636.96	\$1,200.00	\$4,800.00
Total						\$1,067,223.60		\$250,559.418		\$283,337.00

EVALUATION TABULATION

Invitation For Bid - Carl Pugh Park - Drainage Improvements

Page 6



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

---

**[ADVANTAGE CONTRACTING GROUP] RESPONSE DOCUMENT REPORT**

RFB No. 25/26-041

Carl Pugh Park - Drainage Improvements

RESPONSE DEADLINE: April 27, 2026, at 4:00 pm

**Advantage Contracting Group Response**

**CONTACT INFORMATION**

**Company:**

Advantage Contracting Group

**Email:**

ryanw.acg@gmail.com

**Contact:**

Ryan Worthington

**Address:**

4200 County Road 218  
Clay, FL 32068

**Phone:**

N/A

**Website:**

N/A

**Submission Date:**

Apr 27, 2026, 12:11 PM (Eastern Time)

**ADDENDA CONFIRMATION**

Addendum #1  
*Confirmed Apr 27, 2026 7:01 AM by Ryan Worthington*

**PRICE TABLES**

**GENERAL CONDITIONS**

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Mobilization	1	LS	\$5,750.00	\$5,750.00
2	Erosion control and Pollution Abatement	1	LS	\$20,125.00	\$20,125.00
3	Litter Removal	1	LS	\$575.00	\$575.00
4	Mowing	1	LS	\$1,150.00	\$1,150.00
5	Performance and Payment Bond	1	LS	\$4,968.00	\$4,968.00
6	Maintenance of Traffic	1	LS	\$2,875.00	\$2,875.00
<b>Landscape, Site Preparation, Earth Work &amp; Restoration</b>					
7	Clearing and Grubbing	2.9	AC	\$1,984.00	\$5,753.60
8	Onsite Grading (Stockpile Excess Onsite)	780	CY	\$81.10	\$63,258.00

[ADVANTAGE CONTRACTING GROUP] RESPONSE DOCUMENT REPORT

RFB No. 25/26-041

Carl Pugh Park - Drainage Improvements

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
9	Bahia Seed	125,000	SF	\$0.26	\$32,500.00
10	Four (4") inch Concrete Floor (In Dugout)	200	SF	\$12.65	\$2,530.00
11	Four (4") inch Concrete Sidewalk	500	SF	\$12.65	\$6,325.00
<b>Drainage</b>					
12	Inets, DT BOT, Type C, under ten (< 10') feet	7	EA	\$8,625.00	\$60,375.00
13	Trench Drain	2	EA	\$172.50	\$345.00
14	Manhole, P-7, under ten (< 10') feet	1	EA	\$8,625.00	\$8,625.00
15	Eight (8") Feet MES	4	EA	\$3,450.00	\$13,800.00
16	Yard Drain	2	EA	\$230.00	\$460.00
17	Eight (8") inch, forty-five (45*) degree bend	10	EA	\$448.50	\$4,485.00
18	Eight (8") inch, eleven/twenty-five (11.25*) degree bend	1	EA	\$448.50	\$448.50
19	Six (6") inch, Forty-five (45*) degree bend	4	EA	\$431.25	\$1,725.00
20	Eight (8") inch ADS single wall pipe	1,095	LF	\$26.00	\$28,470.00
21	Six (6") inch PVC pipe	94	LF	\$24.47	\$2,300.18
22	Eight (8") inch WYE	4	EA	\$1,122.00	\$4,488.00
23	Eight-inch (8") inch x Six (6") inch WYE	3	EA	\$1,132.00	\$3,396.00

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
24	Six (6") inch Downspout	7	EA	\$3,450.00	\$24,150.00
25	Gutter System	244	LF	\$13.70	\$3,342.80
26	Eight (8") inch Cleanout	4	EA	\$345.00	\$1,380.00
<b>TOTAL</b>					<b>\$303,600.08</b>



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

---

**[BAKER CONSULTING & ENGINEERING LLC, BAKER DESIGN BUILD] RESPONSE DOCUMENT REPORT**

RFB No. 25/26-041

Carl Pugh Park - Drainage Improvements

RESPONSE DEADLINE: April 27, 2026, at 4:00 pm

**Baker Consulting & Engineering LLC, Baker Design Build Response**

**CONTACT INFORMATION**

**Company:**

Baker Consulting & Engineering LLC, Baker Design Build

**Email:**

kvojtech@bdbjax.com

**Contact:**

Kim Vojtech

**Address:**

219 N Newnan St  
2nd Floor  
Jacksonville, FL 32202

**Phone:**

N/A

**Website:**

[bakerdesign.build](http://bakerdesign.build)

**Submission Date:**

Apr 27, 2026, 3:04 PM (Eastern Time)

**ADDENDA CONFIRMATION**

Addendum #1  
 Confirmed Apr 24, 2026 2:37 PM by Kim Vojtech

**PRICE TABLES**

**GENERAL CONDITIONS**

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Mobilization	1	LS	\$45,551.42	\$45,551.42
2	Erosion control and Pollution Abatement	1	LS	\$18,312.06	\$18,312.06
3	Litter Removal	1	LS	\$5,269.24	\$5,269.24
4	Mowing	1	LS	\$1,722.64	\$1,722.64
5	Performance and Payment Bond	1	LS	\$5,879.30	\$5,879.30
6	Maintenance of Traffic	1	LS	\$2,388.53	\$2,388.53
<b>Landscape, Site Preparation, Earth Work &amp; Restoration</b>					
7	Clearing and Grubbing	2.9	AC	\$19,640.95	\$56,958.755
8	Onsite Grading (Stockpile Excess Onsite)	780	CY	\$23.89	\$18,634.20
9	Bahia Seed	125,000	SF	\$0.06	\$7,500.00

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
10	Four (4") inch Concrete Floor (In Dugout)	200	SF	\$12.81	\$2,562.00
11	Four (4") inch Concrete Sidewalk	500	SF	\$12.81	\$6,405.00
<b>Drainage</b>					
12	Inets, DT BOT, Type C, under ten (< 10') feet	7	EA	\$3,635.53	\$25,448.71
13	Trench Drain	2	EA	\$6,153.72	\$12,307.44
14	Manhole, P-7, under ten (< 10') feet	1	EA	\$4,792.98	\$4,792.98
15	Eight (8") Feet MES	4	EA	\$506.66	\$2,026.64
16	Yard Drain	2	EA	\$4,994.20	\$9,988.40
17	Eight (8") inch, forty-five (45*) degree bend	10	EA	\$353.50	\$3,535.00
18	Eight (8") inch, eleven/twenty-five (11.25*) degree bend	1	EA	\$353.50	\$353.50
19	Six (6") inch, Forty-five (45*) degree bend	4	EA	\$922.84	\$3,691.36
20	Eight (8") inch ADS single wall pipe	1,095	LF	\$59.57	\$65,229.15
21	Six (6") inch PVC pipe	94	LF	\$107.12	\$10,069.28
22	Eight (8") inch WYE	4	EA	\$515.71	\$2,062.84
23	Eight-inch (8") inch x Six (6") inch WYE	3	EA	\$509.55	\$1,528.65
24	Six (6") inch Downspout	7	EA	\$361.90	\$2,533.30

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
25	Gutter System	244	LF	\$115.10	\$28,084.40
26	Eight (8") inch Cleanout	4	EA	\$1,178.34	\$4,713.36
<b>TOTAL</b>					<b>\$347,548.155</b>



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

---

**[CALLAWAY CONTRACTING, INC.] RESPONSE DOCUMENT REPORT**

RFB No. 25/26-041

Carl Pugh Park - Drainage Improvements

RESPONSE DEADLINE: April 27, 2026, at 4:00 pm

**Callaway Contracting, Inc. Response**

**CONTACT INFORMATION**

**Company:**

Callaway Contracting, Inc.

**Email:**

[lisa@callawaycontracting.com](mailto:lisa@callawaycontracting.com)

**Contact:**

Lisa Vissman

**Address:**

10950 New Berlin Rd  
Jacksonville, FL 32226

**Phone:**

(904) 751-8944

**Website:**

N/A

**Submission Date:**

Apr 27, 2026, 3:39 PM (Eastern Time)

**ADDENDA CONFIRMATION**

Addendum #1  
*Confirmed Apr 27, 2026 2:23 PM by James Callaway*

**PRICE TABLES**

**GENERAL CONDITIONS**

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Mobilization	1	LS	\$36,054.49	\$36,054.49
2	Erosion control and Pollution Abatement	1	LS	\$24,746.78	\$24,746.78
3	Litter Removal	1	LS	\$7,273.75	\$7,273.75
4	Mowing	1	LS	\$12,563.75	\$12,563.75
5	Performance and Payment Bond	1	LS	\$9,918.75	\$9,918.75
6	Maintenance of Traffic	1	LS	\$4,427.73	\$4,427.73
<b>Landscape, Site Preparation, Earth Work &amp; Restoration</b>					
7	Clearing and Grubbing	2.9	AC	\$10,662.72	\$30,921.888
8	Onsite Grading (Stockpile Excess Onsite)	780	CY	\$97.53	\$76,073.40
9	Bahia Seed	125,000	SF	\$0.35	\$43,750.00

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
10	Four (4") inch Concrete Floor (In Dugout)	200	SF	\$35.56	\$7,112.00
11	Four (4") inch Concrete Sidewalk	500	SF	\$22.95	\$11,475.00
<b>Drainage</b>					
12	Inets, DT BOT, Type C, under ten (< 10') feet	7	EA	\$5,549.05	\$38,843.35
13	Trench Drain	2	EA	\$9,413.30	\$18,826.60
14	Manhole, P-7, under ten (< 10') feet	1	EA	\$6,517.53	\$6,517.53
15	Eight (8") Feet MES	4	EA	\$2,045.73	\$8,182.92
16	Yard Drain	2	EA	\$2,130.69	\$4,261.38
17	Eight (8") inch, forty-five (45*) degree bend	10	EA	\$438.72	\$4,387.20
18	Eight (8") inch, eleven/twenty-five (11.25*) degree bend	1	EA	\$398.92	\$398.92
19	Six (6") inch, Forty-five (45*) degree bend	4	EA	\$386.12	\$1,544.48
20	Eight (8") inch ADS single wall pipe	1,095	LF	\$41.80	\$45,771.00
21	Six (6") inch PVC pipe	94	LF	\$36.44	\$3,425.36
22	Eight (8") inch WYE	4	EA	\$447.25	\$1,789.00
23	Eight-inch (8") inch x Six (6") inch WYE	3	EA	\$633.49	\$1,900.47
24	Six (6") inch Downspout	7	EA	\$1,360.93	\$9,526.51

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
25	Gutter System	244	LF	\$78.17	\$19,073.48
26	Eight (8") inch Cleanout	4	EA	\$1,028.02	\$4,112.08
<b>TOTAL</b>					<b>\$432,877.818</b>



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

---

**[DCRV CONTRACTING, LLC] RESPONSE DOCUMENT REPORT**

RFB No. 25/26-041

Carl Pugh Park - Drainage Improvements

RESPONSE DEADLINE: April 27, 2026, at 4:00 pm

**DCRV Contracting, LLC Response**

**CONTACT INFORMATION**

**Company:**

DCRV Contracting, LLC

**Email:**

[cvickers@dcrvcontracting.com](mailto:cvickers@dcrvcontracting.com)

**Contact:**

Christopher Vickers

**Address:**

418 Center Street  
Green Cove Springs, FL 32043

**Phone:**

N/A

**Website:**

[dcrvcontracting.com](http://dcrvcontracting.com)

**Submission Date:**

Apr 27, 2026, 9:57 AM (Eastern Time)

**ADDENDA CONFIRMATION**

Addendum #1  
*Confirmed Apr 24, 2026 11:56 AM by Christopher Vickers*

**PRICE TABLES**

**GENERAL CONDITIONS**

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Mobilization	1	LS	\$68,600.00	\$68,600.00
2	Erosion control and Pollution Abatement	1	LS	\$25,898.00	\$25,898.00
3	Litter Removal	1	LS	\$13,649.00	\$13,649.00
4	Mowing	1	LS	\$12,018.00	\$12,018.00
5	Performance and Payment Bond	1	LS	\$16,100.00	\$16,100.00
6	Maintenance of Traffic	1	LS	\$6,498.00	\$6,498.00
<b>Landscape, Site Preparation, Earth Work &amp; Restoration</b>					
7	Clearing and Grubbing	2.9	AC	\$30,590.00	\$88,711.00
8	Onsite Grading (Stockpile Excess Onsite)	780	CY	\$40.60	\$31,668.00
9	Bahia Seed	125,000	SF	\$0.44	\$55,000.00

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
10	Four (4") inch Concrete Floor (In Dugout)	200	SF	\$8.92	\$1,784.00
11	Four (4") inch Concrete Sidewalk	500	SF	\$8.64	\$4,320.00
<b>Drainage</b>					
12	Inets, DT BOT, Type C, under ten (< 10') feet	7	EA	\$3,202.00	\$22,414.00
13	Trench Drain	2	EA	\$4,888.00	\$9,776.00
14	Manhole, P-7, under ten (< 10') feet	1	EA	\$15,688.00	\$15,688.00
15	Eight (8") Feet MES	4	EA	\$750.00	\$3,000.00
16	Yard Drain	2	EA	\$4,094.00	\$8,188.00
17	Eight (8") inch, forty-five (45*) degree bend	10	EA	\$464.00	\$4,640.00
18	Eight (8") inch, eleven/twenty-five (11.25*) degree bend	1	EA	\$4,994.00	\$4,994.00
19	Six (6") inch, Forty-five (45*) degree bend	4	EA	\$1,194.00	\$4,776.00
20	Eight (8") inch ADS single wall pipe	1,095	LF	\$38.00	\$41,610.00
21	Six (6") inch PVC pipe	94	LF	\$104.00	\$9,776.00
22	Eight (8") inch WYE	4	EA	\$920.00	\$3,680.00
23	Eight-inch (8") inch x Six (6") inch WYE	3	EA	\$3,362.00	\$10,086.00
24	Six (6") inch Downspout	7	EA	\$1,408.00	\$9,856.00

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
25	Gutter System	244	LF	\$34.00	\$8,296.00
26	Eight (8") inch Cleanout	4	EA	\$1,396.00	\$5,584.00
<b>TOTAL</b>					<b>\$486,610.00</b>



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

---

[GEC TRUCKING AND CONSTRUCTION INC] RESPONSE DOCUMENT REPORT

RFB No. 25/26-041

Carl Pugh Park - Drainage Improvements

RESPONSE DEADLINE: April 27, 2026, at 4:00 pm

GEC Trucking and Construction Inc Response

CONTACT INFORMATION

**Company:**

GEC Trucking and Construction Inc

**Email:**

gcarter@gec-inc.com

**Contact:**

Chris Carter

**Address:**

5885 Richard St  
Jacksonville, FL 32216

**Phone:**

(904) 575-5067

**Website:**

N/A

**Submission Date:**

Apr 27, 2026, 1:26 PM (Eastern Time)

**ADDENDA CONFIRMATION**

Addendum #1  
*Confirmed Apr 21, 2026 3:33 PM by Chris Carter*

**PRICE TABLES**

**GENERAL CONDITIONS**

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Mobilization	1	LS	\$40,000.00	\$40,000.00
2	Erosion control and Pollution Abatement	1	LS	\$21,000.00	\$21,000.00
3	Litter Removal	1	LS	\$20,000.00	\$20,000.00
4	Mowing	1	LS	\$35,000.00	\$35,000.00
5	Performance and Payment Bond	1	LS	\$9,000.00	\$9,000.00
6	Maintenance of Traffic	1	LS	\$10,000.00	\$10,000.00
<b>Landscape, Site Preparation, Earth Work &amp; Restoration</b>					
7	Clearing and Grubbing	2.9	AC	\$13,000.00	\$37,700.00
8	Onsite Grading (Stockpile Excess Onsite)	780	CY	\$18.95	\$14,781.00
9	Bahia Seed	125,000	SF	\$0.32	\$40,000.00

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
10	Four (4") inch Concrete Floor (In Dugout)	200	SF	\$37.50	\$7,500.00
11	Four (4") inch Concrete Sidewalk	500	SF	\$25.00	\$12,500.00
<b>Drainage</b>					
12	Inets, DT BOT, Type C, under ten (< 10') feet	7	EA	\$4,600.00	\$32,200.00
13	Trench Drain	2	EA	\$4,151.00	\$8,302.00
14	Manhole, P-7, under ten (< 10') feet	1	EA	\$6,200.00	\$6,200.00
15	Eight (8") Feet MES	4	EA	\$2,500.00	\$10,000.00
16	Yard Drain	2	EA	\$1,200.00	\$2,400.00
17	Eight (8") inch, forty-five (45*) degree bend	10	EA	\$200.00	\$2,000.00
18	Eight (8") inch, eleven/twenty-five (11.25*) degree bend	1	EA	\$200.00	\$200.00
19	Six (6") inch, Forty-five (45*) degree bend	4	EA	\$120.00	\$480.00
20	Eight (8") inch ADS single wall pipe	1,095	LF	\$25.32	\$27,725.40
21	Six (6") inch PVC pipe	94	LF	\$24.57	\$2,309.58
22	Eight (8") inch WYE	4	EA	\$100.00	\$400.00
23	Eight-inch (8") inch x Six (6") inch WYE	3	EA	\$100.00	\$300.00
24	Six (6") inch Downspout	7	EA	\$250.00	\$1,750.00

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
25	Gutter System	244	LF	\$25.00	\$6,100.00
26	Eight (8") inch Cleanout	4	EA	\$1,500.00	\$6,000.00
<b>TOTAL</b>					<b>\$353,847.98</b>



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

---

**[JAX UTILITIES MANAGEMENT, INC.] RESPONSE DOCUMENT REPORT**

RFB No. 25/26-041

Carl Pugh Park - Drainage Improvements

RESPONSE DEADLINE: April 27, 2026, at 4:00 pm

**Jax Utilities Management, Inc. Response**

**CONTACT INFORMATION**

**Company:**

Jax Utilities Management, Inc.

**Email:**

amjames@jaxum.com

**Contact:**

Anne-Marie James

**Address:**

5465 Verna Blvd  
Jacksonville, FL 32205

**Phone:**

N/A

**Website:**

N/A

**Submission Date:**

Apr 27, 2026, 1:25 PM (Eastern Time)

**ADDENDA CONFIRMATION**

Addendum #1  
*Confirmed Apr 27, 2026 9:40 AM by Anne-Marie James*

**PRICE TABLES**

**GENERAL CONDITIONS**

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Mobilization	1	LS	\$87,552.00	\$87,552.00
2	Erosion control and Pollution Abatement	1	LS	\$7,221.00	\$7,221.00
3	Litter Removal	1	LS	\$2,413.00	\$2,413.00
4	Mowing	1	LS	\$36,421.00	\$36,421.00
5	Performance and Payment Bond	1	LS	\$16,753.00	\$16,753.00
6	Maintenance of Traffic	1	LS	\$12,443.00	\$12,443.00
<b>Landscape, Site Preparation, Earth Work &amp; Restoration</b>					
7	Clearing and Grubbing	2.9	AC	\$37,664.00	\$109,225.60
8	Onsite Grading (Stockpile Excess Onsite)	780	CY	\$19.00	\$14,820.00
9	Bahia Seed	125,000	SF	\$4.47	\$558,750.00

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
10	Four (4") inch Concrete Floor (In Dugout)	200	SF	\$18.88	\$3,776.00
11	Four (4") inch Concrete Sidewalk	500	SF	\$14.73	\$7,365.00
<b>Drainage</b>					
12	Inets, DT BOT, Type C, under ten (< 10') feet	7	EA	\$13,442.00	\$94,094.00
13	Trench Drain	2	EA	\$17,644.00	\$35,288.00
14	Manhole, P-7, under ten (< 10') feet	1	EA	\$11,288.00	\$11,288.00
15	Eight (8") Feet MES	4	EA	\$776.00	\$3,104.00
16	Yard Drain	2	EA	\$1,420.00	\$2,840.00
17	Eight (8") inch, forty-five (45*) degree bend	10	EA	\$425.00	\$4,250.00
18	Eight (8") inch, eleven/twenty-five (11.25*) degree bend	1	EA	\$425.00	\$425.00
19	Six (6") inch, Forty-five (45*) degree bend	4	EA	\$399.00	\$1,596.00
20	Eight (8") inch ADS single wall pipe	1,095	LF	\$21.00	\$22,995.00
21	Six (6") inch PVC pipe	94	LF	\$19.00	\$1,786.00
22	Eight (8") inch WYE	4	EA	\$477.00	\$1,908.00
23	Eight-inch (8") inch x Six (6") inch WYE	3	EA	\$466.00	\$1,398.00
24	Six (6") inch Downspout	7	EA	\$396.00	\$2,772.00

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
25	Gutter System	244	LF	\$97.00	\$23,668.00
26	Eight (8") inch Cleanout	4	EA	\$768.00	\$3,072.00
<b>TOTAL</b>					<b>\$1,067,223.60</b>



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

---

**[KIRBY DEVELOPMENT, INC] RESPONSE DOCUMENT REPORT**

RFB No. 25/26-041

Carl Pugh Park - Drainage Improvements

RESPONSE DEADLINE: April 27, 2026, at 4:00 pm

**Kirby Development, Inc Response**

**CONTACT INFORMATION**

**Company:**

Kirby Development, Inc

**Email:**

bkluge@kirbydevelopment.com

**Contact:**

Brian Kluge

**Address:**

108 Lee Road  
jacksonville, FL 32225

**Phone:**

(904) 445-8305

**Website:**

N/A

**Submission Date:**

Apr 27, 2026, 12:52 PM (Eastern Time)

**ADDENDA CONFIRMATION**

Addendum #1  
*Confirmed Apr 27, 2026 9:04 AM by Brian Kluge*

**PRICE TABLES**

**GENERAL CONDITIONS**

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Mobilization	1	LS	\$10,292.51	\$10,292.51
2	Erosion control and Pollution Abatement	1	LS	\$4,192.51	\$4,192.51
3	Litter Removal	1	LS	\$178.44	\$178.44
4	Mowing	1	LS	\$356.88	\$356.88
5	Performance and Payment Bond	1	LS	\$4,500.00	\$4,500.00
6	Maintenance of Traffic	1	LS	\$4,375.00	\$4,375.00
<b>Landscape, Site Preparation, Earth Work &amp; Restoration</b>					
7	Clearing and Grubbing	2.9	AC	\$2,855.02	\$8,279.558
8	Onsite Grading (Stockpile Excess Onsite)	780	CY	\$13.89	\$10,834.20
9	Bahia Seed	125,000	SF	\$0.44	\$55,000.00

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
10	Four (4") inch Concrete Floor (In Dugout)	200	SF	\$7.89	\$1,578.00
11	Four (4") inch Concrete Sidewalk	500	SF	\$7.89	\$3,945.00
<b>Drainage</b>					
12	Inets, DT BOT, Type C, under ten (< 10') feet	7	EA	\$5,149.77	\$36,048.39
13	Trench Drain	2	EA	\$6,867.51	\$13,735.02
14	Manhole, P-7, under ten (< 10') feet	1	EA	\$7,049.41	\$7,049.41
15	Eight (8") Feet MES	4	EA	\$1,427.51	\$5,710.04
16	Yard Drain	2	EA	\$2,802.46	\$5,604.92
17	Eight (8") inch, forty-five (45*) degree bend	10	EA	\$605.57	\$6,055.70
18	Eight (8") inch, eleven/twenty-five (11.25*) degree bend	1	EA	\$568.12	\$568.12
19	Six (6") inch, Forty-five (45*) degree bend	4	EA	\$556.09	\$2,224.36
20	Eight (8") inch ADS single wall pipe	1,095	LF	\$34.48	\$37,755.60
21	Six (6") inch PVC pipe	94	LF	\$29.49	\$2,772.06
22	Eight (8") inch WYE	4	EA	\$988.81	\$3,955.24
23	Eight-inch (8") inch x Six (6") inch WYE	3	EA	\$788.81	\$2,366.43
24	Six (6") inch Downspout	7	EA	\$1,865.01	\$13,055.07

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
25	Gutter System	244	LF	\$22.50	\$5,490.00
26	Eight (8") inch Cleanout	4	EA	\$1,159.24	\$4,636.96
<b>TOTAL</b>					<b>\$250,559.418</b>



Clay County  
Purchasing / Administrative and Contractual Services  
477 Houston Street, Green Cove Springs, FL 32043

---

**[MAER HOMES, LLC] RESPONSE DOCUMENT REPORT**

RFB No. 25/26-041

Carl Pugh Park - Drainage Improvements

RESPONSE DEADLINE: April 27, 2026, at 4:00 pm

**MAER Homes, LLC Response**

**CONTACT INFORMATION**

**Company:**

MAER Homes, LLC

**Email:**

michael@maerconstruction.com

**Contact:**

Michael Gonzalez

**Address:**

2753 Rosselle St  
Jacksonville, FL 32205

**Phone:**

N/A

**Website:**

N/A

**Submission Date:**

Apr 27, 2026, 3:16 PM (Eastern Time)

**ADDENDA CONFIRMATION**

Addendum #1  
*Confirmed Apr 23, 2026 12:09 PM by Michael Gonzalez*

**PRICE TABLES**

**GENERAL CONDITIONS**

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Mobilization	1	LS	\$25,000.00	\$25,000.00
2	Erosion control and Pollution Abatement	1	LS	\$7,500.00	\$7,500.00
3	Litter Removal	1	LS	\$2,500.00	\$2,500.00
4	Mowing	1	LS	\$3,500.00	\$3,500.00
5	Performance and Payment Bond	1	LS	\$3,800.00	\$3,800.00
6	Maintenance of Traffic	1	LS	\$2,500.00	\$2,500.00
<b>Landscape, Site Preparation, Earth Work &amp; Restoration</b>					
7	Clearing and Grubbing	2.9	AC	\$6,100.00	\$17,690.00
8	Onsite Grading (Stockpile Excess Onsite)	780	CY	\$23.00	\$17,940.00
9	Bahia Seed	125,000	SF	\$0.25	\$31,250.00

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
10	Four (4") inch Concrete Floor (In Dugout)	200	SF	\$15.00	\$3,000.00
11	Four (4") inch Concrete Sidewalk	500	SF	\$13.00	\$6,500.00
<b>Drainage</b>					
12	Inets, DT BOT, Type C, under ten (< 10') feet	7	EA	\$5,600.00	\$39,200.00
13	Trench Drain	2	EA	\$11,000.00	\$22,000.00
14	Manhole, P-7, under ten (< 10') feet	1	EA	\$6,100.00	\$6,100.00
15	Eight (8") Feet MES	4	EA	\$1,700.00	\$6,800.00
16	Yard Drain	2	EA	\$2,900.00	\$5,800.00
17	Eight (8") inch, forty-five (45*) degree bend	10	EA	\$400.00	\$4,000.00
18	Eight (8") inch, eleven/twenty-five (11.25*) degree bend	1	EA	\$350.00	\$350.00
19	Six (6") inch, Forty-five (45*) degree bend	4	EA	\$400.00	\$1,600.00
20	Eight (8") inch ADS single wall pipe	1,095	LF	\$51.00	\$55,845.00
21	Six (6") inch PVC pipe	94	LF	\$67.00	\$6,298.00
22	Eight (8") inch WYE	4	EA	\$425.00	\$1,700.00
23	Eight-inch (8") inch x Six (6") inch WYE	3	EA	\$610.00	\$1,830.00
24	Six (6") inch Downspout	7	EA	\$450.00	\$3,150.00

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
25	Gutter System	244	LF	\$11.00	\$2,684.00
26	Eight (8") inch Cleanout	4	EA	\$1,200.00	\$4,800.00
<b>TOTAL</b>					<b>\$283,337.00</b>

### 3. Scope of Work

#### 3.1. Purpose

The Clay County Board of County Commissioners (County) is requesting bids from qualified and licensed Contractors for the drainage improvements required at Carl Pugh Park located at 317 S West Street, Green Cove Springs, FL 32043 per the plans and specifications associated with this Request for Bid (RFB).

Carl Pugh Park currently has extensive flooding and standing water causing playing fields and spectator areas inoperable for an extended amount of time during and after minor rainfall. Proposed improvements will address issues identified through multiple field reviews and park operators. The design of proposed improvements prioritizes both functionality and ease of maintenance.

#### 3.2. Mandatory Pre-Bid Meeting

A Mandatory Pre-Bid Meeting will be held on Thursday, April 9, 2026, at Carl Pugh Park located at 317 S West Street, Green Cove Springs, FL 32043 with a start time of 11:00 AM.

**\*\*Please meet at the Main Park Entrance \*\***

Attendees from the public are required to sign in upon arrival, with the sign-in sheet provided by a Purchasing Department representative. Once the sign-in sheet has been collected, the Pre-Bid Meeting will officially commence. Please note that no additional attendees will be allowed to sign in or participate in the meeting after the sign-in sheet has been collected.

#### 3.3. Scope of Work

- A. Improvements, costs of permits, labor, and equipment for this Request for Bid (RFB) shall include, but not limited to:
  1. Grading of baseball outfields.
  2. Construction of a stormwater pond.
  3. Furnish and install of yard drains and piping to improve conveyance of runoff.
  4. Site restoration.
- B. Contractor shall be responsible for pedestrian and traffic control throughout all phases of the project.
- C. Contractor shall be responsible for any required coordination with the General Contractor performing work on the US 17, Walnut Street and Palmetto Avenue Transportation project adjacent to Carl Pugh Park.
- D. The Contractor shall be responsible for the furnishing and installation of DVI pedestrian grates (heel-proof) with standard walkway slot openings and yard drains. All grates and drains shall be installed in accordance with manufacturer specifications and applicable codes to ensure safe pedestrian access and proper functionality.

### 3.4. Contractor and Subcontractor Requirements

1. The Contractor shall be licensed to perform all work listed in the Scope of Work provided.
2. Contractor shall obtain all permits to complete the project in accordance with the contract documents.
3. All work will be performed in accordance with the most applicable state and local regulations.
4. The Contractor shall own or have full access to the appropriate personnel and equipment to complete the project requested.
5. The County reserves the right to approve all subcontractors for this contract. If subcontractors are to be utilized, the subcontractors must possess an active and valid license issued by the Florida Department of Business and Professional Regulation in the appropriate category. Subcontractors may be added during the contract period only with PRIOR WRITTEN PERMISSION from the County, and only for reasonable cause, as judged by the County. Responsibility for the performance of the contract remains with the main Contractor exclusively.
6. The Contractor and subcontractors may be requested to provide a list of equipment with identification (i.e. serial #, VIN, etc.), personnel with their position (e.g. foreman, laborer, etc.), and percentage of work performed.
7. Contractors must have been in business for a minimum of five (5) years doing similar work

### 3.5. Site Inspections

It is incumbent upon all Bidders to examine the site and insure that they are aware of all conditions that may affect the contract work. The County will not be responsible for conclusions made by the Contractor. No claims for additional compensation will be considered on behalf of any Contractor, subcontractor, materials suppliers or others on account of that person's failure to be fully informed of all requirements of all parts of this RFB.

### 3.6. Work Hours

Workdays and hours – Normal work hours of Monday through Friday, 7:30 a.m. to 5:00 p.m. unless approved by the County Project Manager or designee.

Any work performed outside of the normal County business hours will require prior County approval and payment to the County for all expenses incurred by the County may be required.

### 3.7. Permit & Fees

The Contractor shall comply with all applicable State and local laws, ordinances, codes, and regulations. The Contractor is required to familiarize themselves with all permits required that pertain to the Scope of Work specified in this RFB. If a County permit is required, this project is not exempt from permit fees and permit fees must be paid to the County Building Department by the Contractor.

For questions about City of Green Cove Springs permitting please contact:

City of Green Cove Springs Building Division

Phone: (904) 297-7500

Email: [building@greencovesprings.com](mailto:building@greencovesprings.com)

Website: <https://www.greencovesprings.com/192/Building-Division>

All applicable permits, fees, licenses, and final County and municipality inspections are the responsibility of and will be paid for by the Contractor as specified in the plans.

All other permits, assessments, fees, bonds, and other charges as necessary to perform and complete the work of the awarded Contract are the responsibility of and will be paid for by the Contractor, including any related inspection fees. Utility service connection fees shall be paid for by the County.

### 3.8. Workmanship

Where not more specifically described in this document, workmanship shall conform to all of the methods and operations of best standards and accepted practices of the trade or trades involved, and shall include all items of fabrication, construction or installation regularly furnished or required for completion of the services.

### 3.9. Self-Performed Work

The awarded Contractor is required to self-perform with its own workforce a minimum of forty-percent (40%) of the overall awarded Contract.

### 3.10. Compliance with Occupation Safety and Health Act

The Contractor warrants that the product(s) and/or service(s) supplied to Clay County shall conform in all respects to the standards set forth in the Occupational Safety and Health Act (OSHA) of 1970 as amended and the failure to comply will be considered a breach of contract. Clay County shall be held harmless against any unsafe conditions and contractor employee incidents.

Contractor certifies that all material, equipment, services, etc., furnished in this Bid meets all OSHA requirements for the applicable Sectors. Contractor further certifies that, if the successful Bidder, and the material, equipment, service, etc., delivered or provided is subsequently found to be deficient in any OSHA requirement in effect on date of delivery or service fulfillment date, all costs necessary to bring the material, equipment, service, etc., into compliance with the aforementioned requirements shall be borne by the Bidder. All Personal Protective Equipment used by the Contractor and their employees shall be ANSI certified and meet OSHA standards.

### 3.11. Clean up & Restoration of Site

Contractor shall remove all debris from site and dispose of the debris appropriately at the Contractors expense.

Contractor shall maintain work site in a safe manner, and daily clear construction debris.

### 3.12. Damage to Public or Private Property

The Contractor is responsible for anything damaged due to the direct result of installation or construction. Remove all debris from site and dispose of appropriately at Contractor expense. If property (public or private) is damaged while Contractor is performing work specified or is removed for the convenience of the work, it shall be repaired or replaced at the expense of the Contractor in a manner acceptable to the County prior to the final acceptance of the work. Contractor will be responsible for applying and securing any permits that may be required to complete such repairs.

Contractor must provide protection necessary to prevent damage to property being repaired or replaced.

If the work site has any pre-existing damage, the Contractor shall notify the County Project Manager in writing. Failure to do so shall obligate the Contractor to make repairs per the above section. Any damage to property (public or private) caused by the action of the Contractor shall be repaired or replaced at the expense of the Contractor to the satisfaction of the County. Failure to restore said property within five (5) working days following notification will result in a deduction from the final payment invoice. All damages which occur as a result of the Contractor's application of materials shall be remedied by the Contractor at no additional cost to the County. Repairs made as a result of damage must be guaranteed for a period of thirty (30) days. Should the replacement be damaged within the thirty (30) day period, the Contractor shall replace the materials continually until the area is re-established.

Should the County have any expenses incurred due to the Contractor not restoring the property/damage within said time, any appropriate labor, material, and/or equipment use or rental to restore damaged property to its original condition will be deducted from the final Invoice prior to a payment being made.

### 3.13. Unsatisfactory Equipment and/or Services

The County will discuss all instances of unacceptable equipment and/or services with the awarded Contractor. This shall be immediately rectified by the Contractor at no charge to the County, to include any labor and materials as it may apply.

During this time, the County may suspend service with the Contractor until the problem(s) are corrected or may elect to use another company on an emergency basis. A record of failure to perform or of an unsatisfactory performance may result in supplier debarment.

### 3.14. Payment

The Contractor may request payment no more than once monthly, based on the amount of work completed. All partial estimates and payments found to be in error shall be subject to correction in the estimates and payments subsequent thereto, and in the final estimate and payment. Payments will be made in accordance with the Florida Local Government Prompt Payment Act.

The amount of such payments shall be the total value of the project work completed to the date of the estimate, based on the quantities and the Contract unit and/or lump sum prices, less an amount retained and less payments previously made. The amount retained shall be determined in accordance with Section 255.078, Florida Statutes.

### 3.15. Warranty

The Contractor shall provide a warranty for all workmanship and materials for a period of two (2) years unless a longer manufacture warranty/guarantee time is given or specified elsewhere in the plans and specifications associated with this RFB. Warranty will begin from the date of Substantial Completion.

### 3.16. Term

Substantial Completion shall be accomplished within one hundred twenty (120) days from Notice to Proceed.

The Contractor shall achieve Final Completion of the Project no less than thirty (30) calendar days after the delivery of the Punch List by the County to the Contractor.

### 3.17. Liquidated Damages

The Contractor shall be assessed Liquidated Damages (LD) of \$500.00 for each day past final completion date set by the contract.

### 3.18. Performance Evaluation

A work performance evaluation will be conducted periodically to ensure compliance with the Contract.

### 3.19. Cancellation of Contract

If the awarded Contractor fails to maintain acceptable product quality or to perform adequately in accordance with the terms, conditions and specifications established in this Request for Bid, the County reserves the right to cancel the contract upon thirty (30) days written notice to the Contractor.

### 3.20. Value Engineering

The County reserves the right to engage in value engineering discussions prior to the award of the RFB.

The County will give the lowest qualified Bidder the opportunity to determine if viable options exist to meet the budget threshold without substantially reducing the scope of the project as designed and solicited.

### 3.21. Additional Services

If the County and/or awarded Contractor identifies any additional services to be provided by Contractor that are not covered under the Agreement but are beneficial to the County, such additional services shall be mutually negotiated between the County and the Contractor.



In Partnership With  
**OPENGOV**

Mandatory Pre-Bid Meeting

Request for Bid No. 25/26-0041, Carl Pugh Park - Drainage Improvements  
Thursday, April 9, 2026 at 11:00 AM

Company	First Name	Last Name	Phone Number	email
GAI Consultants	Bobby	Jamieson	(904) 254-5003	j.jamieson@gaiconsultants.com
GEC	CHRIS	CARTER	(904) 575 5067	ccarter@gec-inc.com
DB Civil Const	Connie	Baylor	386 256-7460	estimating@DBCivil
ADVANCED PROJECT SOLUTIONS	ADRIEN	CIENA	(813) 435-0586	adrien@APS-llc.us construction.com
DCRV Contracting, LLC	Chris	Vickers	(904) 589-6589	cvickers@dcrvcontracting.com
Reeve's Construction Company	Loren	Gamache	(912) 813-6398	lgamache@reevescc.com
MAER Construction	Ken	Goetzman	(904) 324-3277	ken@maerconstruction.com
KENTBROS INC	John	Kent	(386) 569-1214	rkent@kb-usa.com
<del>Robert Bass</del>	Robert	<del>Bass</del>	( )	
Bass Construction	Robert	Bass	(386) 530-1123	BassConstructionLLC@gmail.com



In Partnership With  
**OPENGOV**

Mandatory Pre-Bid Meeting

Request for Bid No. 25/26-0041, Carl Pugh Park - Drainage Improvements

Thursday, April 9, 2026 at 11:00 AM

Company	First Name	Last Name	Phone Number	Email Address
11 Advantage Contractors	Ryan	Wright	(904) 219-3556	ryanw.acg@gmail.com
12 Baker Design Build	Matthew	Sawyer	(904) 559-2652	msawyer@bdbjv.com
13 Callaway Contracting	Lisa	Vissman	(904) 751-8941	lisa@callawaycontracting.com
14 Kirby Development	Jimmie	Davidson	(904) 621-7047	JDavidson@KirbyDevelopment.com
15 Jax Utilities Management	Jody	Pickett	(904) 517-2717	jpickett@jaxum.com
16 Tether Inc	Christopher	Hood	(904) 238-9013	c.hood@tether-inc.com
17 Westbank Dev	Todd	Sturch	(904) 759-9882	westbankdev@gsaarl.com
18 Besch and Smith Civil Group	Jimmie	Sessions	(904) 885-7346	Est:mat.g2@beschandsmith.com
19 J D Hinson Company	Jacob	McCarty	(904) 334-0066	David@JHinson.com
20 Conner Construction Services	David	Conner	(904) 810-8615	david@connerservices.us
<del>Blax</del> Kingdoms Contracting & Design	Joseph	Quinn	813-953-6796	Kingdomscontracting@gmail.com








Project View Count

1156





Vendor Funnel

 Followers	56
 Downloaders	71
 Applicants	13
 No Bids	0
 Submissions	8








Vendors

Vendor	Followed	Downloaded	Applied	No Bid	Submitted
2K All Services LLC  No Review <i>2kallservices@gmail.com</i>	✓	✓			
A&B Groundworks llc  No Review <i>ashleyh1892@gmail.com</i>	✓	✓			
AMERICAN CIVIL CONSTRUCTION <i>robert.ackley@americancivilconstruc</i>		✓			
Advanced Project Solutions LLC <i>adrien@aps-llc.us</i>	✓	✓			
Advantage Contracting Group  No Review <i>ryanw.acg@gmail.com</i>	✓	✓	✓		✓
Aerial Drone Services  No Review <i>koryklix@aerialdroneservices1.com</i>	✓	✓	✓		
Alliant Engineering, Inc.  No Review <i>alozanski@alliant-inc.com</i>		✓			
AngleRight Surveying, LLC  No Review <i>bschwartzberg@angleright.net</i>	✓	✓			
Arrive Alive Traffic Control LLC  No Review <i>jacob.turetsky@aatcfl.com</i>		✓			
BESCH AND SMITH CIVIL GROUP	✓	✓			

<i>hblanton@beschandsmith.com</i>					
BESCH AND SMITH CIVIL GROU <i>estimating@beschandsmith.com</i>	✓	✓			
Baggs Construction <i>adam.dilg@gmail.com</i>	✓	✓			
Baker Consulting & Engineering L <i>kvalasek@bdbjax.com</i>	✓	✓			
Baker Consulting & Engineering L <i>kvojtech@bdbjax.com</i>	✓	✓	✓		✓
BidJudge.com  No Reviews <i>bhem@bidjudge.com</i>	✓	✓			
C.A.P. Contracting Inc.  No Rev <i>peggyjohnson@capcontracting.com</i>		✓			
C.W. Matthews Contracting Co., I <i>jzenone@cwmatthews.com</i>	✓	✓			
CDM Contracting, Inc.  No Rev <i>r.sherouse@cdmcontracting.com</i>		✓			
CGC, Inc.  No Reviews <i>office@cgccivil.com</i>		✓			
Callaway Contracting, Inc.  No <i>lisa@callawaycontracting.com</i>	✓	✓	✓		✓
Callaway Contracting, Inc.  No <i>timmy@callawaycontracting.com</i>	✓	✓			
Castle Bay Design Studio - Lands <i>jonathan@castlebaydesignstudio.co</i>		✓			
Cathcart Construction Company - <i>scoentino@cathcartconstructioncon</i>		✓			
Conner Construction and Demolit <i>dsbconner@gmail.com</i>	✓	✓			
ConstructConnect  No Reviews <i>content@constructconnect.com</i>	✓	✓			
Construction & Engineering Servi <i>jfronczak@candesconsults.com</i>	✓	✓			

Construction Bid Source <i>axion.cbs@gmail.com</i>		✓			
Corecon Solutions, LLC <i>rdiggs@coreconsolutions.com</i>	✓	✓			
Cornerstone Barricades, Inc.  <i>christianah@cornerstonebarricades.com</i>	✓	✓			
DB Civil Construction  No Reviews <i>estimating@dbcivilconstruction.com</i>	✓	✓	✓		
DCRV Contracting, LLC  No Reviews <i>cvickers@dcrvcontracting.com</i>	✓	✓	✓		✓
DF Interactive NC LLC <i>bids+opengov@davidfine.dev</i>		✓			
Dodgedocs  No Reviews <i>dodge.bidding@construction.com</i>	✓	✓			
Druml Group <i>agould@drumlgroup.com</i>	✓	✓			
EMT Contractors Corp.  No Reviews <i>mariana@emtcontractor.com</i>	✓		✓		
Florida Surety Bonds, Inc.  No Reviews <i>kim@floridasuretybonds.com</i>	✓	✓			
Florida Surety Bonds, Inc.  No Reviews <i>sarah@floridasuretybonds.com</i>	✓				
GEC Trucking and Construction Inc <i>ccarter@gec-inc.com</i>	✓	✓	✓		✓
Gervais Ventures LLC <i>ngervais@gervaisventures.com</i>	✓	✓			
GovGuide  No Reviews <i>rfp@yourgovguide.com</i>	✓	✓			
Grimes Utilities, Inc.  No Reviews <i>jessie@grimesutilities.com</i>	✓	✓			
J.Howard Construction Inc. <i>justinh@jhowardconstruction.com</i>	✓	✓			
Janus Construction Corp.  No Reviews	✓	✓			

<i>janusconstructioncorp@gmail.com</i>						
Jax Dirtworks <i>bent@jaxdirtworks.com</i>		✓				
Jax Utilities Management, Inc.  <i>amjames@jaxum.com</i>	✓	✓	✓			✓
Jax Utilities Management, Inc.  <i>dawson@jaxum.com</i>	✓	✓				
John C. Hipp Construction Equipr <i>estimating@jchipp.com</i>		✓				
KNEPPS CONSTRUCTION & EX <i>brendon@kneppconstruction.com</i>	✓					
Kent Bros Inc  <i>rkent@kb-usa.com</i>	✓	✓				
Kingdom's Contracting and Roofin <i>nicolealvarez@kingdomscontracting.</i>	✓	✓				
Kirby Development, Inc  <i>bkluge@kirbydevelopment.com</i>	✓	✓	✓			✓
Lakeview Contracting Inc  <i>anthony@lvcontracting.org</i>	✓	✓				
Lincoln Surety Group <i>mark@lincolnsuretygroup.com</i>	✓	✓				
MAER Homes, LLC  <i>michael@maerconstruction.com</i>	✓	✓	✓			✓
Meskel & Associates Engineering <i>tpringle@meskelengineering.com</i>	✓	✓				
Mid State Builders Exchange Inc <i>hugh@bxplanroom.com</i>	✓	✓				
Nation Wide Estimate <i>oscar.estimates@gmail.com</i>		✓				
National Water Main Cleaning Co <i>bidreg@nwmcc.com</i>	✓		✓			
NicNevol Engineering Services, Ir <i>marketing@nicnevol.com</i>	✓	✓				

None <i>martin.larinas@gmail.com</i>		✓			
OG LLC <i>rfp.radarusa@gmail.com</i>		✓			
Petticoat-Schmitt Civil Contractor: <i>lkeller@petticoatschmitt.com</i>	✓	✓			
Petticoat-Schmitt Civil Contractor: <i>dyoders@petticoatschmitt.com</i>		✓			
Precision Development Group  <i>pdgsitework@gmail.com</i>	✓	✓			
R.H. Moore & Associates, LLC  <i>info@rhmooreassociates.com</i>	✓	✓			
Reeves Construction Company  <i>mbell@reevescc.com</i>	✓	✓			
RevStar Consulting  <i>nastassia.barkouskaya@revstarcons</i>		✓			
Source Management  <i>sourcemanagement@deltek.com</i>		✓			
Southeastern Surveying and Map <i>marketing@ssmc.us</i>	✓				
Tether Inc  <i>ja.anderson@tether-inc.com</i>	✓	✓			
Tether Inc <i>c.hood@tether-inc.com</i>	✓	✓			
Topping brothers <i>matthewtop99@gmail.com</i>		✓			
Total Bid Estimating <i>alan@totalbidestimating.com</i>	✓	✓			
Traffic Protection Solutions  <i>matt@trafficprotectionsolutions.com</i>		✓			
UES Professional Services <i>dellis@teamues.com</i>	✓	✓			
United Brothers Development Co	✓		✓		

*charles@ubd1.com*

VendorLink, LLC  No Reviews

*bids@evendorlink.com*





Agenda Item  
Clay County Board of County Commissioners

Clay County Administration Building  
Tuesday, May 26 4:00 PM

TO: Board of County  
Commissioners

DATE: 5/11/2026

FROM: Courtney K.  
Grimm

SUBJECT:

AGENDA ITEM  
TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
MOA re Gun Range- FDLE	Agreement/Contract	5/21/2026	MOA_re_Gun_Range_Usage_FDLE_Draft_20260511dsada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
County Attorney	Streper, Lisa	Approved	5/20/2026 - 3:14 PM	Item Pushed to Agenda

**MEMORANDUM OF AGREEMENT  
BETWEEN**

**CLAY COUNTY  
AND  
FLORIDA DEPARTMENT OF LAW ENFORCEMENT**

**USAGE OF CLAY COUNTY GUN RANGE**

This Memorandum of Agreement (“MOA”) is entered into this \_\_\_ day of \_\_\_\_\_, 2026, between Clay County, a political subdivision of the State of Florida (the “County”) and Florida Department of Law Enforcement (“FDLE”), whose address is 2331 Phillips Rd, Tallahassee, Florida 32308.

**RECITALS**

**WHEREAS**, the County owns 158 acres of land located off County Road 215 in Middleburg on a portion of which it has constructed a Gun Range consisting of a covered building and firing range (“CCGR”); and

**WHEREAS**, FDLE’s agents require regular firearms training to maintain the safety certifications necessary to serve as law enforcement officers; and

**WHEREAS**, the County and the Clay County Sheriff entered into a Memorandum of Agreement granting the Sheriff’s office priority use of the CCGR with designated days for use separate from use by the general public; and

**WHEREAS**, the County wishes to grant FDLE use of the CCGR on the days designated for use by the Clay County Sheriff and other law enforcement agencies to the exclusion of the general public; and

**WHEREAS**, the County and FDLE intend to formalize their agreement with regard to the use of the CCGR

**NOW THEREFORE**, in consideration of the foregoing recitals, the mutual covenants and promises set forth herein, and for other good and valuable consideration, the receipt of which is hereby acknowledged and all objections to the sufficiency and adequacy of which are hereby waived, the County and FDLE agree as follows:

1. **PREMISES:** The County authorizes FDLE, subject to the terms and conditions of this Agreement, to use the CCGR for firearms training, practice, and testing of FDLE’s agents.

2. **AUTHORIZED REPRESENTATIVES:** For purposes of this Agreement, the County Representatives shall be the County Manager or the CCGR Manager, and FDLE's Representative shall be the Special Agent Training Coordinator in the Jacksonville Regional Operations Center.

3. **TERM:** This Agreement shall commence on the date first noted above, and shall continue until terminated by either party.

4. **USE OF THE CCGR BY FDLE:**

a. Throughout the term of this Agreement, FDLE shall have access to the CCGR Monday through Wednesday for use by FDLE's agents to the exclusion of the general public, subject to approval by the Clay County Sheriff, which approval shall not be unreasonably withheld.

b. At any and all times that FDLE's agents intend to use the CCGR, written notification shall be provided to the Gun Range Manger or designee of the intended use of the CCGR.

c. At any and all times that FDLE's agents have access to the CCGR, FDLE shall not allow access to, or use of, the CCGR by non-certified law enforcement officers, by personnel of other law enforcement agencies that have not entered into agreements with the County for use of the CCGR, or any other unauthorized invitees, with the limited exception that non-certified law enforcement officers employed by FDLE will be allowed access for administrative purposes only upon signing a waiver, but shall be prohibited from any firearms use for training, practice, or otherwise.

d. FDLE's use of any space at the CCGR is conditioned upon:

1) FDLE, at its sole cost and expense, providing a certified safety officer on site during the use of the facilities by FDLE's agents, unless such safety officer is being provided at the time of use by the Clay County Sheriff;

2) The execution of a General Waiver by all of FDLE's agents utilizing the CCGR;

3) The adherence to all of FDLE's internal policies and procedures for firearm safety, best practices, and all FDLE requirements.

e. FDLE shall immediately notify the County's Risk Management Department and an authorized representative of the CCGR upon the discovery of any defects or issues related to the CCGR or any incidents occurring at the CCGR.

f. No usage fees will be due for use of the CCGR by FDLE's agents on the designated days set forth herein.

g. The County reserves the right to close, in whole or in part, the CCGR upon written notification to FDLE for such period or periods as may be deemed necessary, due to

unsuitable weather or other conditions which are considered by the County as unfavorable for the use of the CCGR.

5. **CONDUCT WHILE ON CCGR:** FDLE acknowledges that FDLE's agents, employees, and representatives, will conduct themselves in an appropriate manner while at the CCGR. It is a breach of this Agreement for FDLE's agents, employees, and representatives, to act in a manner which is inconsistent with good conduct or decorum or to behave in any manner that will disrupt the environment of the CCGR or constitute any level of threat to the safety, health and well-being of any person(s) present. FDLE agrees to immediately remove any agent, employee, or representative if directed to do so by an authorized representative of the CCGR.

6. **INSURANCE:** Prior to commencement of use of the CCGR, FDLE must deliver a General Liability Certificate of Coverage pursuant to the State Risk Management Trust Fund and Section 768.28, Florida Statutes, demonstrating that FDLE is insured. Said Certificate shall be provided to Clay County's Purchasing Department.

7. **LOSS AND DAMAGE:**

a. The County shall not be liable for any damage to property of FDLE's agents, employees, or representatives, while located on the CCGR, nor for loss of or damage to any property of FDLE's agents, employees, or representatives, by theft or otherwise. If any property of FDLE's agents, employees, or representatives is kept or stored at the CCGR, it shall be so kept or stored at the risk of FDLE's agents, employees, or representatives, and FDLE and its agents, employees, or representatives shall hold the County harmless from and hereby waive any claims arising out of damage to the same.

b. FDLE shall be liable for the reasonable cost of repair of any damages to the CCGR caused by FDLE's agents, employees, or representatives, during use or occupancy of the CCGR during the term of the Agreement, subject to normal wear and tear.

8. **SOVEREIGN IMMUNITY:**

a. The Parties acknowledge that either FDLE or Clay County's performance under this Agreement is subject to the provisions and limitations of section 768.28, Florida Statutes. Furthermore, nothing contained herein shall be construed or interpreted as: (a) denying to either party any remedy or defense available to such party under the laws for the State of Florida; (b) the consent of either party to be sued, except as provided by law or by the terms of this Agreement; or (c) a waiver of sovereign immunity of either party beyond the waiver provided in section 768.28, Florida Statutes.

b. Clay County does not agree to and shall not indemnify FDLE or any other person or entity, for any purpose whatsoever. To the extent any indemnification by Clay County may be construed under this Agreement, any such indemnification shall be subject to and within the limitations set forth in Section 768.28, Florida Statutes, and to any other limitations, restrictions and prohibitions that may be provided by law, and shall not be deemed to operate as a waiver of, or modification to, Clay County's sovereign immunity protections.

c. The provisions in this Section shall survive the termination or expiration of this Agreement.

9. **TERMINATION:** The County may terminate this Agreement, in whole or in part, upon written notice of termination by the County Manager to FDLE at least 120 days before the termination, setting forth the effective date of termination. If either party wishes to terminate the agreement, in whole or in part, for their mutual convenience, the parties may agree to such through a written amendment of this Agreement. The amendment will state the effective date of the termination and the procedures for proper close-out of this Agreement.

10. **AMENDMENT:** The Agreement may only be modified or amended upon mutual written agreement of the County and FDLE. No oral agreements or representation shall be valid or binding upon either Party.

11. **COMPLIANCE WITH LAWS:** FDLE's agents, employees, and representatives shall comply with all applicable Federal, State, County, and Municipal laws, ordinances, and regulations pertaining to the interior and exterior use and occupancy of the CCGR.

12. **NO ASSIGNMENT:** Neither party may assign, transfer or otherwise vest in any other person or agency any of its rights or obligations under this Agreement without the prior express written consent of the other party to such assignment, delegation or transfer which consent shall not be unreasonably withheld. FDLE may not enter into agreements for the provision of services with respect to fulfillment of FDLE's duties and obligations hereunder without the express written consent of the County which consent shall not be unreasonably withheld.

13. **NO THIRD-PARTY BENEFICIARIES:** Any other provisions of this Agreement to the contrary notwithstanding, no third-party beneficiaries are intended or contemplated under this Agreement, and no third-party shall be deemed to have rights or remedies arising under this Agreement or such documents against either party to this Agreement.

14. **TAXATION OF COSTS AND EXPENSES:** In the event either party shall retain an attorney to litigate on its behalf against the other Party regarding the enforcement or interpretation of this Agreement or regarding the rights, remedies, or obligations of the parties arising under this Agreement, the party prevailing on the majority of its claims, or which successfully defends against a majority of the other party's claims, shall be entitled to an award of those costs, and expenses the taxation of which is provided for by statute, including costs, and expenses incurred from the date of referral of the dispute to the prevailing party's attorney through the conclusion of litigation, or incurred in bankruptcy or on appeal. Nothing contained herein is intended to serve as a waiver of sovereign immunity and extend either party's liability beyond the limits established in Section 768.28, Florida Statutes.

15. **NOTICES:** Any notice or document required or permitted to be delivered hereunder shall be deemed to be delivered or given when: a) actually received or b) signed for or "refused" as indicated on the postal service return receipt. Delivery may be personal delivery or by United States Mail, postage prepaid, certified or registered mail, or by deposit with a nationally recognized express courier, addressed to the parties hereto at the respective addresses set out opposite their

names below, or at such other addresses as they may hereafter specify by written notice, delivered in accordance herewith.

To County:

Clay County  
Attn: County Manager  
477 Houston St.  
P.O. Box 1366  
Green Cove Springs, Florida 32043

To FDLE:

Florida Department of Law Enforcement  
Attn: Assistant Commissioner  
921 N. Davis St., Bldg. E  
Jacksonville, Florida 32209

16. **ENTIRE AGREEMENT:** This Agreement sets forth the entire Agreement between the parties. Any prior conversation or writing is merged herein and extinguished. No subsequent amendment to this Agreement shall be binding upon the County and FDLE, unless reduced to writing and signed by both parties.

17. **HEADINGS:** The headings contained in this Agreement are for references purposes only and are not intended to define, limit, construe or describe the scope or intent of any paragraph, nor in any way affect this Agreement.

18. **SEVERABILITY:** If any provision of this Agreement shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such provision shall not affect any of the remaining provisions of this Agreement, and this Agreement shall be enforced as if such invalid and unenforceable provision had not been contained herein.

19. **PUBLIC RECORDS:** The access to, disclosure, non-disclosure, or exemption of records, data, documents, and/or materials, associated with this Agreement shall be subject to the applicable provisions of the Florida Public Records Law (Chapter 119, Florida Statutes), and other applicable State or Federal law. The parties shall comply with all requirements of Chapter 119, Florida Statutes, to the extent applicable to the records and documents associated with this Agreement that are in its possession or under its control. A request to inspect or copy public records relating to the Agreement must be made directly to the County.

20. **RECORDS RETENTION AND AUDIT:** The parties shall retain all records relating to this Agreement for a period of at least five (5) years after the Agreement terminates. All records shall be kept in such a way as will permit their inspection pursuant to Chapter 119, Florida Statutes. Each party to this Agreement, upon written reasonable notice, shall have the right to audit and inspect any records of the other party relating to this Agreement to ensure compliance with the terms of this Agreement.

**IF FDLE HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO FDLE'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (904) 529-3604, publicrecords@claycountygov.com, POST OFFICE BOX 1366, GREEN COVE SPRINGS, FLORIDA 32043.**

21. **COUNTERPARTS:** The Agreement may be executed in one or more counterparts and by the separate parties in separate counterparts, each of which shall be deemed to constitute an original and all of which shall be deemed to constitute the one and the same agreement.

22. **AUTHORITY:** The parties to this Agreement agree that electronic signatures may be utilized by either or both parties and that the digital signatures of the party or parties set forth below are intended to authenticate this Agreement and have the same force and effect as manual written signatures. Each person signing on behalf of the parties to the Agreement represents and warrants that he/she has full authority to execute this Agreement on behalf of such party and that the Agreement will constitute a legal and binding obligation of such party.

**IN WITNESS THEREOF**, the parties hereto have caused this Agreement to be executed by their undersigned officials as duly authorized.

**CLAY COUNTY, A POLITICAL SUBDIVISION  
OF THE STATE OF FLORIDA**

---

Kristen Burke, Chairman

ATTEST:

---

Tara S. Green  
Clay County Clerk of Court and Comptroller  
Ex Officio Clerk to the Board

**FLORIDA DEPARTMENT OF LAW ENFORCEMENT**

---

Mike Williams, Assistant Commissioner



Agenda Item  
Clay County Board of County Commissioners

Clay County Administration Building  
Tuesday, May 26 4:00 PM

TO: Board of County Commissioners

DATE: 5/13/2024

FROM: MJ Rood

**SUBJECT:**

Approval of Budget Amendment-00002168 for the following operating budget adjustments for anticipated needs through the remainder of the fiscal year.

A) Transfer from General Fund Reserve - Contingency in the amount of \$1,400,000 for fuel needs.

B) Transfer from \$2 Recording Fee Fund Reserve - Unassigned in the amount of \$37,500 for personnel needs.

Funding Sources: General Fund Reserve - Contingency and \$2 Recording Fee Fund Reserve - Unassigned

**AGENDA ITEM TYPE:**

**BACKGROUND INFORMATION:**

Budget adjustments to the operating budget that will provide sufficient budget for expenditures that are anticipated for the remainder of the fiscal year.

<u>Is Funding Required (Yes/No):</u>	<u>If Yes, Was the item budgeted</u>
<b>Yes</b>	<u>(Yes\No\N/A):</u>
	<b>No</b>

Funding Sources:

A) General Fund / All Reserve Roll-Up / Reserve - Contingency  
Account # FD1000-CC9999-SC599100 Amount - \$1,400,000

B) \$2 Recording Fee Fund / All Reserve Roll-Up / Reserve - Unassigned  
Account # FD1025-CC9999-SC599300 Amount - \$37,500

Sole Source (Yes\No): Advanced Payment  
**No** (Yes\No):  
**No**

ATTACHMENTS:

Description	Type	Upload Date	File Name
▫ FY25-26- Budget Amendment- 00002168	Backup Material	5/20/2026	Budget_Amendment_FY25-26- Budget_on_05_26_2026_Amendment- 00002168_dsada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Budget Office	Streeper, Lisa	Approved	5/20/2026 - 3:15 PM	Item Pushed to Agenda

**Budget Amendment: FY25-26 - Clay County Annual Operational Budget on 05/26/2026 : Amendment-00002168**

**Company** Clay County Board of County Commissioners  
**Budget Template** Clay County Annual Operational Budget : FY25-26  
**Budget** FY25-26  
**Organizing Dimension Type**  
**Amendment ID** Amendment-00002168  
**Amendment Date** 5/26/2026  
**Description** Budget adjustments to the operating budget that will provide sufficient budget for expenditures that are anticipated for the remainder of the fiscal year.  
**Amendment Type** Amendment  
**Balanced Amendment** Yes  
**Entry Type** Original  
**Status** Draft

<b>Budget Amendment Entries</b>										
Period	*Ledger Account/Summary	*Fund	*Cost Center	Spend Category	Revenue Category	Additional Worktags	Debit Amount	Credit Amount	Memo	Exceptions
FY25-26 Year (FY25-26)	552000:Operating Supplies	FD1000 General Fund	CC1206 Fleet / Fuel Management	Fuels and Lubricants (552032)			\$1,400,000.00	\$0.00		
FY25-26 Year (FY25-26)	599100:Reserve - Contingency	FD1000 General Fund	CC9999 All Reserve Roll Up	Reserve - Contingency (599100)			\$0.00	\$1,400,000.00		
<b>FUND TOTALS</b>							<b>\$1,400,000.00</b>	<b>\$1,400,000.00</b>		
FY25-26 Year (FY25-26)	564000:Capital Outlay - Constitutional Officers	FD1025 \$2 Recording Fee Fund	CC1139 Clerk Of Court - Technology	Capital Outlay - Constitutional Officers (564000)			\$37,500.00	\$0.00		
FY25-26 Year (FY25-26)	599300:Reserve - Unassigned	FD1025 \$2 Recording Fee Fund	CC9999 All Reserve Roll Up	Reserve - Unassigned (599300)			\$0.00	\$37,500.00		
<b>FUND TOTALS</b>							<b>\$37,500.00</b>	<b>\$37,500.00</b>		



Agenda Item  
Clay County Board of County Commissioners

Clay County Administration Building  
Tuesday, May 26 4:00 PM

TO: Board of County Commissioners

DATE:

FROM: Administrative and Contractual  
Services

SUBJECT:

Approval of the Grant Agreement Number 26.h.sc.900.137 with the State of Florida, Department of State for the design and construction of the Clay County Archives Building in the amount of \$1,000,000.00. This project is to be completed by June 30, 2027.

Funding Source:

Revenue

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:

Work items include renovate the interior (including demolish a non-historic addition to the building, painting interior walls, and install archival storage shelves); renovate the bathrooms (including install five (5) single stall bathrooms where two (2) multi-stall bathrooms currently exist); replace roof; repair exterior walls and remove/infill seven (7) windows; and upgrade mechanical, electrical and plumbing (including install a fire suppression system). Grant funds will also be used for architectural/engineering services.

Is Funding Required (Yes/No):

**Yes**

If Yes, Was the item budgeted

(Yes/No/N/A):

**No**

Funding Source:

Revenue

Sole Source (Yes/No):

**No**

Advanced Payment

(Yes/No):

**No**

ATTACHMENTS:

Description	Type	Upload Date	File Name
Contracts_Grant Agreement - Archives Bdg	Cover Memo	5/21/2026	26.h.sc.900.137_Grant_Award_Agreement_Revised_dsada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Administrative and Contractural Services	Streeper, Lisa	Approved	5/20/2026 - 3:15 PM	Item Pushed to Agenda

**GRANT AGREEMENT  
STATE OF FLORIDA  
DEPARTMENT OF STATE**

**THIS GRANT AGREEMENT NUMBER 26.h.sc.900.137** ("Agreement") is made and entered into by and between the State of Florida, Department of State ("Department"), and Clay County Board of County Commissioners, a Florida municipality, ("Grantee"). The Department and Grantee are sometimes referred to herein individually as a "Party" and collectively as "the Parties".

**WHEREAS**, the Department has the authority to enter into this Agreement and distribute State of Florida funds ("Award Funds") in the amount and manner set forth in this Agreement and in the following Attachments incorporated herein as an integral part of this Agreement:

- Attachment 1: Scope of Work
- Attachment 2 and Exhibit 1 to Attachment 2: Audit Requirements
- Attachment 3: Total Compensation for Executive Leadership
- Attachment 4: Legislative appropriation request form(s)

**WHEREAS**, the Agreement and its aforementioned Attachments are hereinafter collectively referred to as the "Agreement", and if any inconsistencies or conflict between the language of this Agreement and its Attachments arise, then the language of the Attachments shall control, but only to the extent of the conflict or inconsistency;

**WHEREAS**, Grantee hereby represents and warrants that Grantee's signatory to this Agreement has authority to bind Grantee to this Agreement as of the Effective Date and that Grantee, through its undersigned duly authorized representative in his or her official capacity, has the authority to request, accept, and expend Award Funds for Grantee's purposes in accordance with the terms and conditions of this Agreement;

**NOW THEREFORE**, for and in consideration of the covenants and obligations set forth herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties intending to be legally bound hereby agree to perform the duties described herein in this Agreement as follows:

**A. AGREEMENT PERIOD**

This Agreement is effective as of July 1, 2025, (the "Effective Date") and shall continue until the earlier to occur of (a) June 30, 2027, (the "Expiration Date") or (b) the date on which either Party terminates this Agreement (the "Termination Date"). The period of time between the Effective Date and the Expiration Date or Termination Date is the "Agreement Period."

**B. FUNDING**

This Agreement is a Fixed Price Agreement. The Department shall pay Grantee up to one million dollars (\$1,000,000.00) in consideration for Grantee's performance under this Agreement. Travel expenses are not authorized under this Agreement. Department shall not pay Grantee's costs related to this Agreement incurred outside of the Agreement Period. In conformity with s. 287.0582, F.S., the State of Florida and Department's performance and obligation to pay any Award Funds under this Agreement is contingent upon an annual appropriation by the Legislature. The Department shall have final unchallengeable authority as to both the availability of funds and what constitutes an "annual

appropriation" of funds. Grantee shall not expend Award Funds for the purpose of lobbying the Legislature, the judicial branch, or a state agency. Grantee shall not expend Award Funds to pay any costs incurred in connection with any defense against any claim or appeal of the State of Florida or any agency or instrumentality thereof (including Department); or to pay any costs incurred in connection with the prosecution of any claim or appeal against the State of Florida or any agency or instrumentality thereof (including Department), which Grantee instituted or in which Grantee has joined as a claimant. Grantee shall either (i) maintain Award Funds in a separate bank account, or (ii) expressly designate in Grantee's business records and accounting system that the Award Funds originated from this Agreement. Grantee shall not commingle Award Funds with any other funds. Department may refuse to reimburse Grantee for purchases made with commingled funds. Grantee's costs must be in compliance with all laws, rules, and regulations applicable to expenditures of State funds, including the Reference Guide for State Expenditures: <https://www.myfloridacfo.com/docs-sf/accounting-and-auditing-libraries/state-agencies/reference-guide-for-state-expenditures.pdf>

### C. MODIFICATION

1. If, in the Department's sole and absolute determination, changes to this Agreement are necessitated by law or otherwise, the Department may at any time, with written notice of all such changes to Grantee, modify this Agreement within its original scope and purpose. Grantee shall be responsible for any due diligence necessary to determine the impact of the modification. Any modification of this Agreement requested by Grantee must be in writing and duly signed by all Parties in order to be enforceable.
2. Change Orders. Should grant expenditures vary from the budgeted grant amount for any category by more than 20%, the Grantee shall be required to submit a proposal for revision with a written explanation for the reason(s) for deviation(s) from the original Project Budget to the Division for review and written approval.
3. Grant Completion Deadline. The grant completion deadline is June 30, 2027. The Grant Completion Deadline is the date when the project is 100% complete and all grant and matching funds have been paid out in accordance with the work described in the Scope of Work, detailed in the Approved Project Budget. If the Grantee finds it necessary to request an extension of the Grant Completion Deadline, the extension may not exceed 30 days, unless the Grantee can demonstrate extenuating circumstances as described in Section C.4 of this Agreement.
4. Extension of the Grant Completion Deadline. An extension of the completion date must be requested at least 30 days prior to the end of the grant period and may not exceed 30 days, unless the Grantee can clearly demonstrate extenuating circumstances. An extenuating circumstance is one that is beyond the control of the Grantee, and one that prevents timely completion of the project such as a natural disaster, death or serious illness of the individual responsible for the completion of the project, litigation related to the project, or failure of the contractor or architect to provide the services for which they were contracted to provide. An extenuating circumstance does not include failure to read or understand the administrative requirements of a grant or failure to raise sufficient matching funds. Prior written approval is required for extensions.

### D. TERMINATION

- 1. Termination due to Lack of Funds:** In the event funds to finance this Agreement become unavailable or if federal or state funds upon which this Agreement is dependent are withdrawn or redirected, the Department may terminate this Agreement upon no less than 24 hour written notice to Grantee. The Department shall be the final authority as to the availability of funds and will not

reallocate funds earmarked for this Agreement to another program thus causing "lack of funds." In the event of termination of this Agreement under this provision, Grantee will be paid for any work satisfactorily completed prior to notification of termination. The lack of funds shall not constitute the Department's default under this Agreement.

**2. Termination for Cause:** The Department may terminate the Agreement if Grantee fails to: (1) deliver the services within the time specified in the Agreement or any extension; (2) maintain adequate progress, thus endangering performance of the Agreement; (3) honor any term of the Agreement; or (4) abide by any statutory, regulatory, or licensing requirement. The rights and remedies of the Department in this clause are in addition to any other rights and remedies provided by law or under the Agreement. Grantee shall not be entitled to recover any cancellation charges or lost profits.

**3. Termination for Convenience:** The Department, by written notice to Grantee, may terminate this Agreement in whole or in part when the Department determines in the Department's sole and absolute discretion that it is in the Department's interest to do so. Grantee shall not provide any deliverable pursuant to Attachment 1: Scope of Work after it receives the notice of termination, except as the Department otherwise specifically instructs Grantee in writing. Grantee shall not be entitled to recover any cancellation charges or lost profits.

**4. Grantee's Responsibilities Upon Termination:** If the Department issues a Notice of Termination to Grantee, except as the Department otherwise specifies in that Notice, Grantee shall: (1) Stop work under this Agreement on the date and to the extent specified in the notice; (2) complete performance of such part of the work the Department does not terminate; (3) take such action as may be necessary, or as the Department may specify, to protect and preserve any property which is in the possession of Grantee and in which the Department has or may acquire an interest; and (4) upon the effective date of termination, Grantee shall transfer, assign, and make available to the Department all property and materials belonging to the Department pursuant to the terms of this Agreement and all Attachments hereto. Grantee shall not receive additional compensation for Grantee's services in connection with such transfers or assignments.

## E. RECOUPMENT OF FUNDS

**1. Recoupment.** Notwithstanding anything in this Agreement to the contrary, the Department has an absolute right to recoup Award Funds. The Department may refuse to pay or reimburse Grantee for any cost if the Department determines that such cost was not incurred in compliance with the terms of this Agreement. The Department may demand a return of Award Funds if the Department terminates this Agreement. The application of financial consequences as set forth in the Scope of Work is cumulative to any of the Department's rights to recoup Award Funds. Notwithstanding anything in this Agreement to the contrary, in no event shall the application of any financial consequences or recoupment of Award Funds exceed the amount of Award Funds, plus interest.

**2. Overpayments.** If Grantee's (a) noncompliance with this Agreement or any applicable federal, state, or local law, rule, regulation or ordinance, or (b) performance or nonperformance of any term or condition of this Agreement results in (i) an unlawful use of Award Funds; (ii) a use of Award Funds that doesn't comply with the terms of this Agreement; or (iii) a use which constitutes a receipt of Award Funds to which Grantee is not entitled (each such event an "Overpayment"), then Grantee shall return such Overpayment of Award Funds to the Department.

**3. Discovery of Overpayments.** Grantee shall refund any Overpayment of Award Funds to the Department within 30 days of Grantee's discovery of an Overpayment at receipt of notification from

the Department that an Overpayment has occurred. The Department is the final authority as to what may constitute an Overpayment of Award Funds. Refunds should be sent to the Department's Agreement Manager and made payable to the "Department of State." Should repayment not be made in a timely manner, the Department may charge interest at the lawful rate of interest on the outstanding balance beginning 30 days after the date of notification or discovery.

**4. Right of Set-Off.** The Department and the State shall have all of its common law, equitable, and statutory rights of set-off, including, without limitation, the State's option to withhold for the purposes of setoff any moneys due to Grantee under this Agreement up to any amounts due and owing to the Department with respect to this Agreement, any other contract with any State department or agency, including any contract for a term commencing prior to the term of this Agreement, plus any amounts due and owing to the State for any other reason. The State shall exercise its set-off rights in accordance with normal State practices, including, in cases of set-off pursuant to an audit, the finalization of such audits by the State or its representatives.

## F. AUDIT REQUIREMENTS AND COMPLIANCE

**1. Florida Single Audit Act - Section 215.97, Florida Statutes ("F.S.").** Grantee shall comply with all applicable provisions of s. 215.97, F.S., s. 215.971, F.S., and Attachment 2 and Exhibit 1 to Attachment 2: Audit Requirements. Grantee shall perform the deliverables and tasks set forth in Attachment 1, Scope of Work. Grantee may only expend Award Funds for allowable costs resulting from obligations incurred during the Agreement Period. Grantee shall refund to Department any: (1) balance of unobligated Award Funds which have been advanced or paid to Grantee; or (2) Award Funds paid in excess of the amount to which Grantee is entitled under the terms and conditions of this Agreement and Attachments hereto, upon expiration or termination of this Agreement.

**2. Audit Compliance.** Grantee understands and shall comply with the requirements of s. 20.055(5), F.S. Grantee agrees to reimburse the State for the reasonable costs of investigation the Inspector General or other authorized State official incurs for investigations of Grantee's compliance with the terms of this or any other agreement between the Grantee and the State which results in the suspension or debarment of Grantee. Grantee shall not be responsible for any costs of investigations that do not result in Grantee's suspension or debarment.

## G. RECORDS AND INFORMATION RELEASE

**1. Records Compliance.** The Department is subject to the provisions of chapter 119, F.S., relating to public records. Any document Grantee submits to the Department under this Agreement may constitute public records under the Florida Statutes. Grantee shall cooperate with the Department regarding the Department's efforts to comply with the requirements of chapter 119, F.S. Grantee shall respond to requests to inspect or copy such records in accordance with chapter 119, F.S., for records made or received by Grantee in connection with this Agreement. Grantee shall immediately notify the Department of the receipt and content of any records request by sending an e-mail to [PublicRecords@DOS.FL.GOV](mailto:PublicRecords@DOS.FL.GOV) within one (1) business day after receipt of such request. Grantee shall indemnify, defend, and hold the Department harmless from any violation of Florida's public records laws wherein the Department's disclosure or nondisclosure of any public record was predicated upon any act or omission of Grantee. As applicable, Grantee shall comply with s. 501.171, F.S. The Department may terminate this Agreement if Grantee fails to comply with Florida's public records laws. Grantee shall allow public access to all records made or received by Grantee in connection with this Agreement, unless the records are exempt from s. 24(a) of Article I of the State Constitution or s. 119.07(1), F.S.

**2. Identification of Records.** Grantee shall clearly and conspicuously mark all records submitted to the Department if such records are confidential and exempt from public disclosure. Grantee's failure to clearly mark each record and identify the legal basis for each exemption from the requirements of chapter 119, F.S., prior to delivery of the record to the Department serves as Grantee's waiver of a claim of exemption. Grantee shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for as long as those records are confidential and exempt pursuant to Florida law. If the Department's claim of exemption asserted in response to Grantee's assertion of confidentiality is challenged in any court of law, Grantee shall defend, assume, and be responsible for all fees, costs, and expenses in connection with such challenge.

**3. Keeping and Providing Records.** The Department and the State have an absolute right to view, inspect, or make or request copies of any records arising out of or related to this Agreement. Grantee has an absolute duty to keep and maintain all records arising out of or related to this Agreement. The Department may request copies of any records made or received in connection with this Agreement, or arising out of Grantee's use of Award Funds, and Grantee shall provide the Department with copies of any records within 10 business days after the Department's request at no cost to the Department. Grantee shall maintain all books, records, and documents in accordance with generally accepted accounting procedures and practices which sufficiently and properly reflect all expenditures of Award Funds. For avoidance of doubt, Grantee's duties to keep and provide records to the Department includes all records generated in connection with or as a result of this Agreement. Upon expiration or termination of this Agreement, Grantee shall transfer, at no cost, to the Department all public records in possession of Grantee or keep and maintain public records required by the Department to perform the service. Financial records, supporting documents, statistical records and all other records including electronic storage media pertinent to the project shall be retained for a period of five (5) fiscal years after the close out of the grant and release of the audit. If any litigation or audit is initiated or claim made before the expiration of the five-year period, the records shall be retained until five (5) fiscal years after the litigation, audit or claim has been resolved. All records stored electronically must be provided to the Department, upon request from the Department's custodian of records, in a format that is compatible with the information technology systems of the Department.

**4. Audit Rights.** Representatives of the State of Florida, the Department, the State Chief Financial Officer, the State Auditor General, the Florida Office of Program Policy Analysis and Government Accountability or representatives of the federal government and their duly authorized representatives shall have access to any of Grantee's books, documents, papers, and records, including electronic storage media, as they may relate to this Agreement, for the purposes of conducting audits or examinations or making excerpts or transcriptions.

**5. Single Audit Compliance Certification.** The Grantee is required to complete a Single Audit Act certification form through the Department of State grants management system at <https://dosgrants.com/>. Grantee's timely submittal of one completed Audit Compliance Certification for each applicable fiscal year will fulfill this requirement for all agreements between the Department and Grantee.

**6. Ensure Compliance.** Grantee shall ensure that any entity which is paid from, or for which Grantee's expenditures **will** be reimbursed by, Award Funds, is aware of and will comply with the aforementioned audit **and** record keeping requirements.

**7. Contact Custodian of Public Records for Questions.**

**IF THE GRANTEE HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE GRANTEE'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS by telephone at (850) 245-6507, via e-mail at [PublicRecords@DOS.FL.GOV](mailto:PublicRecords@DOS.FL.GOV), or by mail at Department of State, Public Records Coordinator, 500 S. Bronough Street, Tallahassee, Florida 32399.**

## **H. CONFIDENTIALITY AND SAFEGUARDING INFORMATION**

Each Party may have access to confidential information made available by the other. The provisions of the Florida Public Records Act, Chapter 119, F.S., and other applicable state and federal laws will govern disclosure of any confidential information received by the State of Florida.

Grantee must implement procedures to ensure the appropriate protection and confidentiality of all data, files, and records involved with this Agreement.

Except as necessary to fulfill the terms of this Agreement and with the permission of the Department, Grantee shall not divulge to third parties any confidential information obtained by Grantee or its agents, distributors, resellers, subcontractors, officers, or employees in the course of performing Agreement work, including, but not limited to, security procedures, business operations information, or commercial proprietary information in the possession of the State or the Department.

Grantee shall not use or disclose any information concerning a recipient of services under this Agreement for any purpose in conformity with state and federal law or regulations, except upon written consent of the recipient or the responsible parent or guardian of the recipient when authorized by law.

When Grantee has access to the Department's network and/ or applications, in order to fulfill Grantee's obligations under this Agreement, Grantee shall abide by all applicable the Department Information Technology Security procedures and policies. Grantee (including its employees, subcontractors, agents, or any other individuals to whom Grantee exposes confidential information obtained under this Agreement), shall not store, or allow to be stored, any confidential information on any portable storage media (*e.g.*, laptops, thumb drives, hard drives, *etc.*) or peripheral device with the capacity to hold information. Failure to strictly comply with this provision shall constitute a breach of Agreement.

Grantee shall immediately notify the Department in writing when Grantee, its employees, agents, or representatives become aware of an inadvertent disclosure of the Department's unsecured confidential information in violation of the terms of this Agreement. Grantee shall report to the Department any Security Incidents of which it becomes aware, including incidents sub-contractors or agents reported to Grantee. For purposes of this Agreement, "Security Incident" means the attempted or successful unauthorized access, use, disclosure, modification, or destruction of the Department information in Grantee's possession or electronic interference with the Department operations; provided, however, that random attempts at access shall not be considered a security incident. Grantee shall make a report to the Department not more than seven business days after Grantee learns of such use or disclosure. Grantee's report shall identify, to the extent known: (i) the nature of the unauthorized use or disclosure, (ii) the confidential information used or disclosed, (iii) who made the unauthorized use or received the unauthorized disclosure, (iv) what Grantee has done or shall do to mitigate any detrimental effect of the unauthorized use or disclosure, and (v) what corrective action Grantee has taken or shall take to prevent future similar unauthorized use or disclosure. Grantee shall provide such

other information, including a written report, as the Department's Information Security Manager requests.

In the event of a breach of security concerning confidential personal information involved with this Agreement, Grantee shall comply with s. 501.171, F.S., as applicable. When notification to affected persons is required by statute, Grantee shall provide that notification, but only after receipt of the Department's written approval of the contents of the notice. Defined statutorily, and for purposes of this Agreement, "breach of security" or "breach" means the unauthorized access of data in electronic form containing personal data. Good faith acquisition of personal information by an employee or agent of Grantee is not a breach, provided the information is not used for a purpose unrelated to Grantee's obligations under this Agreement or is not subject to further unauthorized use.

## **I. ADVERTISING AND SPONSORSHIP DISCLOSURE**

**1. Limitations on Advertising of Agreement.** The Department does not endorse any Grantee, commodity, or service as a result of entering into this Agreement. Subject to chapter 119, F.S., Grantee shall not publicly disseminate any information concerning this Agreement without prior written approval from the Department, including, but not limited to mentioning this Agreement in a press release or other promotional material identifying the Department or the State as a reference, or otherwise linking Grantee's name and either a description of the Agreement or the name of the Department or the State in any material published, either in print or electronically, to any entity that is not a Party to this Agreement, except potential or actual authorized distributors, dealers, resellers, or service representatives.

**2. Disclosure of Sponsorship.** As required by s. 286.25, F.S., if Grantee is a nongovernmental organization which sponsors a program financed wholly or in part by state funds, including any funds obtained through this Agreement, it shall, in publicizing, advertising, or describing the sponsorship of the program, state: "Sponsored by (Grantee's name) and the State of Florida, Department of State." If the sponsorship reference is in written material, the words "State of Florida, Department of State" shall appear in the same size letters or type as the name of the organization.

## **J. BUSINESS WITH PUBLIC ENTITIES**

Grantee is aware of and understands the provisions of s. 287.133(2)(a), F.S., and s. 287.134(2)(a), F.S. As required by s. 287.135(5), F.S., Grantee certifies that it is not: (1) listed on the Scrutinized Companies that Boycott Israel List, created pursuant to s. 215.4725, F.S.; (2) engaged in a boycott of Israel; (3) listed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to s. 215.473, F.S.; or (4) engaged in business operations in Cuba or Syria. Department may immediately terminate this Agreement if Grantee submits a false certification as to the above, or if Grantee is placed on the Scrutinized Companies List, Boycott Israel List, engages in a boycott of Israel, is placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has engaged in business operations in Cuba or Syria.

## **K. ELECTRONIC FUNDS TRANSFER**

Within 30 calendar days of the date the last Party has signed this Agreement, Grantee shall enroll in Electronic Funds Transfer (EFT) from the State's Chief Financial Officer. A copy of the Authorization form can be found on the vendor instruction page at:

<https://www.myfloridacfo.com/Division/AA/Vendors/>. Any questions should be directed to the Direct Deposit/EFT Section of the Division of Accounting and Auditing at (850) 413-5517. Once enrolled, invoice payments shall be made by EFT.

#### **L. FLORIDA SUBSTITUTE FORM W-9**

A completed Substitute Form W-9 is required from any entity that receives a payment from the State of Florida that may be subject to 1099 reporting. The Department of Financial Services (DFS) must have the correct Taxpayer Identification Number (TIN) and other related information in order to report accurate tax information to the Internal Revenue Service (IRS). An updated W-9 must be on file with [www.myfloridacfo.com](http://www.myfloridacfo.com) prior to release of payment. Grantee should confirm current W-9 is up to date prior to signing contract.

#### **M. PATENTS, COPYRIGHTS, AND ROYALTIES**

If publications, films, or similar materials are developed, directly or indirectly, from a program, project, or activity supported by the grant funds herein, any resulting copyright shall be held by the Grantee. As a condition of grant assistance, the Grantee agrees to and hereby awards to the Department and to its officers, agents, and employees acting within the scope of their official duties, a royalty-free, nonexclusive, and irrevocable license throughout the world for official purposes, to publish, translate, reproduce, and use all subject data or copyrightable material based on such data covered by the copyright.

#### **N. REQUIREMENTS APPLICABLE TO THE PURCHASE OF OR IMPROVEMENTS TO REAL PROPERTY**

In accordance with s. 287.05805, F.S., if funding provided under this Agreement is used for the purchase of or improvements to real property, Grantee shall grant the Department a security interest in the property in the amount of the funding provided by this Agreement for the purchase of or improvements to the real property for five years from the date of purchase or the completion of the improvements or as further required by law.

The Department may attach and require as a condition of this Agreement an executed Restrictive Covenant, which shall satisfy the requirements of this paragraph and section 287.05805, F.S.

#### **O. CONFLICT OF INTEREST**

The Grantee hereby certifies that it is cognizant of the prohibition of conflicts of interest described in Sections 112.311 through 112.326, Florida Statutes, and affirms that it will not enter into or maintain a business or other relationship with any employee of the Department of State that would violate those provisions. The Grantee further agrees to seek authorization from the General Counsel for the Department of State prior to entering into any business or other relationship with a Department of State Employee to avoid a potential violation of those statutes.

#### **P. GRANTEE AS INDEPENDENT CONTRACTOR**

Grantee is at all times acting and performing as an independent contractor. The Department has no ability to exercise any control or direction over the methods by which Grantee may perform its work and functions, except as provided herein. Nothing in this Agreement may be understood to constitute a partnership or joint venture between the Parties.

## **Q. EMPLOYMENT ELIGIBILITY VERIFICATION - E-VERIFY**

1. E-Verify is an Internet-based system that allows an employer, using information reported on an employee's Form I-9, Employment Eligibility Verification, to determine the eligibility of all new employees hired to work in the United States. There is no charge to employers to use E-Verify. The Department of Homeland Security's E-Verify system can be found at: <https://www.e-verify.gov/>.

2. In accordance with section 448.095, F.S., the State of Florida expressly requires the following:

a) Every public agency and its contractors and subcontractors shall register with and use the E-Verify system to verify the work authorization status of all newly hired employees. A public agency or a contractor or subcontractor thereof may not enter into a contract unless each party to the contract registers with and uses the E-Verify system.

b) An employer shall verify each new employee's employment eligibility within three (3) business days after the first day that the new employee begins working for pay as required under 8 C.F.R. 274a. Beginning July 1, 2023, a private employer with 25 or more employees shall use the E-Verify system to verify a new employee's employment eligibility.

3. If an entity does not use E-Verify, the entity shall enroll in the E-Verify system prior to hiring any new employee or retaining any contract employee after the effective date of this Agreement.

## **R. NOTIFICATION OF INSTANCES OF FRAUD**

Upon discovery, Grantee shall report all known or suspected instances of Grantee, or Grantee's agents, contractors or employees, operational fraud or criminal activities to the Department's Agreement Manager in writing within 24 chronological hours.

## **S. NON-DISCRIMINATION**

Grantee shall not discriminate unlawfully against any individual employed in the performance of this Agreement because of race, religion, color, sex, physical handicap unrelated to such person's ability to engage in this work, national origin, ancestry, or age. Grantee shall provide a harassment-free workplace, with any allegation of harassment to be given priority attention and action.

## **T. STRICT COMPLIANCE WITH LAWS**

The Grantee shall perform all acts required by this Agreement in strict conformity with all applicable local, state and federal laws and regulations. The Grantee shall during the term of this Agreement be in strict conformity with all applicable local, state and federal laws and regulations. Failure to comply with this provision may result in the Department's termination of the grant agreement.

## **U. ASSIGNMENTS AND SUBCONTRACTING**

1. Grantee shall not assign, subcontract, or otherwise transfer its rights, duties, or obligations under this Agreement, by operation of law or otherwise, without the prior written consent of the Department, which consent may be withheld in the Department's sole and absolute discretion. The Department is at all times entitled to assign or transfer its rights, duties, or obligations under this Agreement to another governmental entity in the State of Florida. Any attempted assignment of this

Agreement or any of the rights hereunder by Grantee in violation of this provision shall be void *ab initio*.

2. The Grantee shall be responsible for all work performed and all expenses incurred in connection with this Agreement. The Grantee may subcontract, as necessary, to perform the services and to provide commodities required by this Agreement. The Department shall not be liable to any subcontractor(s) for any expenses or liabilities incurred under the Grantee's subcontract(s), and the Grantee shall be solely liable to its subcontractor(s) for all expenses and liabilities incurred under its subcontract(s). The Grantee must take the necessary steps to ensure that each of its subcontractors will be deemed to be "independent contractors" and will not be considered or permitted to be an agents, servants, joint venturers, or partners of the Department.

#### **V. ENTIRE AGREEMENT; SEVERABILITY**

This Agreement, and the attachments and exhibits hereto, embodies the entire agreement of the Parties with respect to the subject matter hereof. There are no provisions, terms, conditions, or obligations other than those contained in this Agreement; and this Agreement supersedes all previous communications, representations, or agreements, either verbal or written, between the Parties. If a court of competent jurisdiction voids or holds unenforceable any provision of this Agreement, then that provision shall be enforced only to the extent that it is not in violation of law or is not otherwise unenforceable, and all other provisions shall remain in full force and effect. This Agreement may be executed in counterparts, each of which shall be an original and all of which shall constitute one and the same instrument. If any inconsistencies or conflict between the language of this Agreement and its Attachments arise, then the language of the attachments shall control, but only *to* the extent of the conflict or inconsistency.

#### **W. WAIVER; GOVERNING LAW; ATTORNEYS' FEES, DISPUTE RESOLUTION**

**1. Waiver.** No waiver by the Department of any of provision herein shall be effective unless explicitly set forth in writing and signed by the Department. No waiver by the Department may be construed as a waiver of any failure, breach, or default not expressly identified by such written waiver, whether of a similar or different character, and whether occurring before or after that waiver. No failure by Department to exercise, or delay in exercising, any right, remedy, power or privilege under this Agreement may be construed as a waiver thereof; nor shall any single or partial exercise of any right, remedy, power or privilege hereunder preclude any other or further exercise thereof or the exercise of any other right, remedy, power or privilege. The rights and remedies set forth herein are cumulative and not exclusive.

**2. Governing Law.** The laws of the State of Florida shall govern the construction, enforcement, and interpretation of this Agreement, regardless of and without reference to whether any applicable conflicts of laws principles may point to the application of the laws of another jurisdiction. The Parties expressly consent to exclusive jurisdiction and venue in any state court located in Leon County, Florida, and waive any defense of forum non conveniens, lack of personal jurisdiction, or like defense. **IN ANY LEGAL OR EQUITABLE ACTION BETWEEN THE PARTIES, THE PARTIES HEREBY EXPRESSLY WAIVE TRIAL BY JURY TO THE FULLEST EXTENT PERMITTED BY LAW.**

**3. Attorneys' Fees, Expenses.** Except as set forth otherwise herein, each of the Parties shall pay its own attorneys' fees and costs in connection with the execution and delivery of this Agreement and the transactions contemplated hereby.

**4. Dispute Resolution.** The Department shall decide disputes concerning the performance of the Agreement, and the Department shall serve written notice of same to Grantee. The Department's decision shall be final and conclusive unless within 21 calendar days from the date of receipt, Grantee files with the Department a petition for administrative hearing. The Department's final order on the petition shall be final, subject to any right of Grantee to judicial review pursuant to chapter 120.68, F.S. Exhaustion of administrative remedies is an absolute condition precedent to Grantee's ability to pursue any other form of dispute resolution; provided however, that the Parties may employ the alternative dispute resolution procedures outlined in chapter 120, F.S.

## X. INDEMNIFICATION

The Department will not assume any liability for the acts, omissions to act, or negligence of, the Grantee, its agents, servants, or employees; nor may the Grantee exclude liability for its own acts, omissions to act, or negligence, to the Department.

- a. The Grantee shall be responsible for claims of any nature, including but not limited to injury, death, and property damage arising out of activities related to this Agreement by the Grantee, its agents, servants, employees, and subcontractors. The Grantee shall indemnify and hold the Department harmless from any and all claims of any nature and shall investigate all such claims at its own expense. If the Grantee is governed by Section 768.28, Florida Statutes, it shall only be obligated in accordance with this Section.
- b. Neither the state nor any agency or subdivision of the state waives any defense of sovereign immunity, or increases the limits of its liability, by entering into this Agreement.
- c. The Department shall not be liable for attorney fees, interest, late charges or service fees, or cost of collection related to this Agreement.
- d. The Grantee shall be responsible for all work performed and all expenses incurred in connection with the project. The Grantee may subcontract as necessary to perform the services set forth in this Agreement, including entering into subcontracts with vendors for services and commodities; provided that such subcontract has been approved in writing by the Department prior to its execution; and provided that it is understood by the Grantee that the Department shall not be liable to the subcontractor for any expenses or liabilities incurred under the subcontract and that the Grantee shall be solely liable to the subcontractor for all expenses and liabilities incurred under the subcontract.

## Y. FORCE MAJEURE

**Force Majeure and Notice of Delay from Force Majeure.** Neither Party shall be liable to the other for any delay or failure to perform under this Agreement if such delay or failure is neither the fault nor the negligence of the Party or its employees or agents and the delay is due directly to acts of God, wars, acts of public enemies, strikes, fires, floods, or other similar cause wholly beyond the Party's control, or for any of the foregoing that affects subcontractors or suppliers if no alternate source of supply is available. However, in the event of delay from the foregoing causes, the Party shall take all reasonable measures to mitigate any and all resulting delay or disruption in the Party's performance obligation under this Agreement. If the delay is excusable under this FORCE MAJEURE AND NOTICE OF DELAY FROM FORCE MAJEURE section, the delay will not result in any additional charge or cost under the Agreement to either Party. In the case of any delay Grantee believes is excusable under this FORCE MAJEURE AND NOTICE OF DELAY FROM FORCE MAJEURE section, Grantee shall notify the Department in writing of the delay or potential delay and describe the

cause of the delay either: (1) within 10 calendar days after the cause that creates or will create the delay first arose, if Grantee could reasonably foresee that a delay could occur as a result; or (2) within five calendar days after the date Grantee first had reason to believe that a delay could result, if the delay is not reasonably foreseeable. THE FOREGOING SHALL CONSTITUTE GRANTEE'S SOLE REMEDY OR EXCUSE WITH RESPECT TO DELAY. Providing notice in strict accordance with this FORCE MAJEURE AND NOTICE OF DELAY FROM FORCE MAJEURE section is a condition precedent to such remedy.

The Department, in its sole discretion, will determine if the delay is excusable under this FORCE MAJEURE AND NOTICE OF DELAY FROM FORCE MAJEURE section and will notify Grantee of its decision in writing. No claim for damages, other than for an extension of time, shall be asserted against the Department. Grantee shall not be entitled to an increase in the Agreement price or payment of any kind from the Department for direct, indirect, consequential, impact, or other costs, expenses or damages, including but not limited to costs of acceleration or inefficiency arising because of delay, disruption, interference, or hindrance from any cause whatsoever. If performance is suspended or delayed, in whole or in part, due to any of the causes described in this FORCE MAJEURE AND NOTICE OF DELAY FROM FORCE MAJEURE section, after the causes have ceased to exist, Grantee shall perform at no increased cost, unless the Department determines, in its sole discretion, that the delay will significantly impair the value of the Agreement to the Department or the State, in which case, the Department may terminate the Agreement in whole or in part.

**Z. CONTACT INFORMATION FOR GRANTEE AND DEPARTMENT CONTACTS**

**Grantee's Agreement Manager:**

Jody Hysler  
 P.O. Box 1366 Green Cove Springs,  
 FL 32043  
 (904) 837-5652  
 Jody.Hysler@claycountygov.com

**Department of State's Agreement Manager:**

Olivia Wichowski  
 R.A. Gray Building  
 500 South Bronough Street,  
 Tallahassee, FL 32399-0250  
 (850) 245-6427  
 Olivia.Wichowski@dos.fl.gov

**AA. NOTICES**

The Parties' respective contact information is set forth in the immediately preceding paragraph and may be subject to change at the Parties' discretion. If the contact information changes, the Party making such change will notify the other Party in writing. Where the term "written notice" is used to specify a notice requirement herein, said notice shall be deemed to have been given (i) when personally delivered; (ii) when transmitted via email, if the sender on the same day sends a confirming copy of such notice by certified or registered mail; (iii) the next business day following the day on which the same has been delivered prepaid to a recognized overnight delivery service; or (iv) the third business day following the day on which the same is sent by certified or registered mail, postage prepaid, with return receipt.

**BB. REQUIREMENT TO REGISTER FOR DOSGRANTS.COM**

Administration of all grants funded by the Department is carried out through the Department of State online grants management system at <https://dosgrant.com/>, and all forms and documents related to this Agreement, including, but not limited to, progress reports, payment requests, expenditure logs, amendment requests, and Single Audit Act certifications and reporting packages, shall be submitted by the Grantee via DOSGrants.com. If they do not already exist, DOSGrants.com accounts for both the Grantee organization and the Grantee’s Agreement Manager (as set forth below) must be created within 30 calendar days of the date the last Party signed this Agreement.

**CC. STATUTORY REQUIREMENT TO CONSIDER HISTORIC RESOURCES**

Pursuant to Section 267.061(2), Florida Statutes, the Department of State shall consider the effect of the expenditure of state funds on any historic property that is included in or eligible for inclusion in the National Register of Historic Places. If the undertaking would effect a historic property the Department of State will include information in the Scope of Work detailing the consultative process required to comply with Section 267.061, Florida Statutes.

*[Remainder of page left intentionally blank; Attachments to follow after signature page]*

IN WITNESS THEREOF, and in consideration of the mutual covenants set forth above and in all attachments hereto, the Parties, through their duly authorized representatives, sign this Agreement and represent and warrant that they understand the Agreement and Attachments' terms and conditions as of the Effective Date.

**Department of State:**

**By:** \_\_\_\_\_  
**Alissa Slade Lotane, Division Director**

\_\_\_\_\_  
**Date**

**Grantee:**

**By:** \_\_\_\_\_  
**Authorizing Official for the Grantee**

Kristen Burke, Chairman  
\_\_\_\_\_  
**Typed name and title**

\_\_\_\_\_  
**Date**

**ATTEST:**

\_\_\_\_\_  
Tara S. Green  
Clay County Clerk of Court and Comptroller  
Ex Officio Clerk to the Board

**ATTACHMENT 1**

**SCOPE OF WORK**

**A. PROJECT DESCRIPTION:** Grant funds will be used for the design and construction of the Clay County Archives Building. Work items include renovate the interior (including demolish a non-historic addition to the building, painting interior walls, and install archival storage shelves); renovate the bathrooms (including install five (5) single stall bathrooms where two (2) multi-stall bathrooms currently exist); replace roof; repair exterior walls and remove/infill seven (7) windows; and upgrade mechanical, electrical and plumbing (including install a fire suppression system). Grant funds will also be used for architectural/engineering services.

**B. GRANTEE RESPONSIBILITIES:** Grantee shall, in addition to all other requirements set forth in the Agreement and this Scope of Work, perform the following activities:

**B.1 Estimated Budget:** The Grantee has provided this estimated project budget based upon reasonable expenditures projected to accomplish the Grantee’s Scope of Work and Deliverables outlined in the Agreement. The Budget provides details of how grant funds will be spent. All expenditures shall be in accordance with this budget and must be incurred during the term of this Agreement.

<b>Description</b>	<b>Grand Funds</b>
Renovate the interior (including painting interior walls, and install archival storage shelves) and demolish a non-historic addition to the building	\$100,000
Renovate bathrooms (including install five (5) single stall bathrooms where two (2) multi-stall bathrooms currently exist)	\$100,000
Replace roof	\$80,000
Repair exterior walls and remove/infill seven (7) windows	\$250,000
Upgrade mechanical, electrical and plumbing (including install a fire suppression system)	\$350,000
Architectural/engineering services	\$120,000
<b>Total:</b>	<b>\$1,000,000</b>

**B.2** In performing under this Agreement, Grantee shall comply with all applicable laws, rules, and regulations. The Grantee shall during the term of this Agreement be in strict conformity with all applicable local, state, and federal laws and regulations.

**B.3** The Grantee shall consult with the Division of Historical Resources’ Compliance and Review section to determine the effect(s) of this state-funded project on any historic property included in or eligible for inclusion in the National Register of Historic Places (see Section CC. of this Agreement), and provide documentation that this consultative process has been completed, including a letter documenting either that the project will not result in an adverse effect to a historic property, or that any potential adverse effect will be avoided, minimized, or mitigated. Costs associated with consultation required under Section 267.061, Florida Statutes, are non-allowable for expenditure of grant funds.

Prior to the approval of expenditure of any state funds on the undertaking, the Grantee shall initiate the consultative process by submitting detailed project information including but not limited to detailed construction/demolition plans (if available), relevant diagrams/sketches,

proposed product specifications, and photographs of areas to be repaired or replaced to [CompliancePermits@dos.fl.gov](mailto:CompliancePermits@dos.fl.gov). If construction plans are not available when consultation is initiated, they must be provided for review at 30% completion to allow for recommendations to avoid, minimize, or mitigate any adverse effects.

When initiating consultation, the Grantee should include the DHR Grant Agreement Number and their email and phone contact information with the submission so that Compliance and Review staff can reach out if additional information or clarification is necessary. Once all additional information or clarification has been provided and no other information is needed to complete the consultation, a comment letter will be provided within 30 days of receipt of the complete submission packet. The construction phase of the project may not begin until the consultative process has been completed.

**C. DEPARTMENT OF STATE RESPONSIBILITIES:** The Department of State shall monitor progress, review reports, conduct site visits as determined necessary by the Department of State, and process payments to Grantee.

**D. PAYMENT REQUEST:**

All grant payments are requested online via [www.dosgrants.com](http://www.dosgrants.com) by submitting a payment request with documentation that the deliverable has been completed. The total grant award shall not exceed the Grant Award Amount, which shall be paid by the Division in consideration for the Grantee’s minimum performance as set forth by the terms and conditions of this Agreement. Grant payment requests are not considered complete for purposes of payment until review of the deliverables for compliance with the terms and conditions of this Agreement by the appropriate Division staff is complete and approval of the deliverable given. The grant payment schedule is outlined in Section E below.

**E. DELIVERABLES:** Grantee agrees to provide the following services as specified:

<b>Deliverable #1:</b>			
<b>Tasks</b>	<b>Type of Payment</b>	<b>Performance Measures</b>	<b>Financial Consequences</b>
Initiate consultation with the Division’s Compliance and Review section.  Provide a copy of the professional architectural/engineering consultant’s credentials, a project timeline, and an executed Restrictive Covenant filed with the County Clerk to the Division for review and approval.	Fixed Price	Documentation of initiation of Compliance and Review consultation; One (1) digital copy of the professional architectural/engineering consultant credentials; One (1) digital copy of the project timeline; One (1) copy of the executed Restrictive Covenant filed with the County Clerk.	Payments will be withheld for failure to complete services as identified in the Scope of Work and Deliverables, provide documentation that the deliverable has been completed, or demonstrate the appropriate use of state funds.
<b>Deliverable #1 - \$250,000.00</b>			
<b>Deliverable #2:</b>			
<b>Tasks</b>	<b>Type of Payment</b>	<b>Performance Measures</b>	<b>Financial Consequences</b>

<p>Complete consultation with DHR’s Compliance and Review Section prior to beginning construction.</p> <p>Complete and submit a completed Application and Certificate for Payment (AIA Document G702) and Schedule of Contract Values (AIA Document G703), or their equivalents, showing at least thirty percent (30%) of the project completed for review and approval; Photographic documentation of installed project identification sign with Grant Funding Acknowledgement.</p>	<p>Fixed Price</p>	<p>One (1) digital copy of a letter from DHR’s Compliance and Review Section that documents that the project will have no adverse effect to historic properties or documents how any adverse effects will be avoided, minimized, or mitigated; One (1) digital copy of a completed Application and Certificate for Payment (AIA Document G702) and Schedule of Contract Values (AIA Document G703), or their equivalents, showing at least thirty percent (30%) of the project completed; Photographic documentation of installed project identification sign with Grant Funding Acknowledgement.</p>	<p>Payments will be withheld for failure to complete services as identified in the Scope of Work and Deliverables, provide documentation that the deliverable has been completed, or demonstrate the appropriate use of state funds.</p>
<p><b>Deliverable #2 - \$250,000.00</b></p>			
<p><b>Deliverable #3:</b></p>			
<p><b>Tasks</b></p>	<p><b>Type of Payment</b></p>	<p><b>Performance Measures</b></p>	<p><b>Financial Consequences</b></p>
<p>Complete and submit a completed Application and Certificate for Payment (AIA Document G702) and Schedule of Contract Values (AIA Document G703), or their equivalents, showing at least sixty percent (60%) of the project completed.</p>	<p>Fixed Price</p>	<p>One (1) digital copy of a completed Application and Certificate for Payment (AIA Document G702) and Schedule of Contract Values (AIA Document G703), or their equivalents, showing at least sixty percent (60%) of the project completed.</p>	<p>Payments will be withheld for failure to complete services as identified in the Scope of Work and Deliverables, provide documentation that the deliverable has been completed, or demonstrate the appropriate use of state funds.</p>
<p><b>Deliverable# 3 - \$250,000.00</b></p>			
<p><b>Deliverable #4:</b></p>			
<p><b>Tasks</b></p>	<p><b>Type of Payment</b></p>	<p><b>Performance Measures</b></p>	<p><b>Financial Consequences</b></p>
<p>Complete and submit an Application and Certificate for Payment (AIA Document G702) and Schedule of Contract Values (AIA Document</p>	<p>Fixed Price</p>	<p>One (1) digital copy of the completed Application and Certificate for Payment (AIA Document G702) and Schedule of Contract</p>	<p>Payments will be withheld for failure to complete services as identified in the Scope of Work and Deliverables, provide documentation</p>

<p>G703), or their equivalents, showing at least one hundred percent (100%) of the project completed, including all retainage amounts paid, for review and approval. In addition, a new/updated FMSF form (for previously extant structures over 50 years old) for the property shall be submitted prior to final payment; a Single Audit Form shall be completed by the Grantee and submitted along with the Final Progress Report prior to final payment; documentation to support all paid expenditures including detailed paid invoices, bank records, and canceled checks.</p>		<p>Values (AIA Document G703), or their equivalents, showing at least one hundred percent (100%) of the project completed, including all retainage amounts paid; One (1) copy of the new/updated FMSF form (for previously extant structures over 50 years old); One (1) Single Audit Form; One (1) copy of the final progress report; documentation to support all paid expenditures including detailed paid invoices, bank records, and canceled checks.</p>	<p>that the deliverable has been completed, or demonstrate the appropriate use of state funds.</p>
<p><b>Deliverable# 4 - \$250,000.00</b></p>			
<p><b>Total Deliverables Cost: \$1,000,000.00</b></p>			

**F. REPORTING:**

1. Quarterly: Grantee shall provide a quarterly report listing all progress relating to the Deliverables in Section D. Quarterly reports are due to the Department within 30 calendar days after the end of each quarter, until submission of the final invoice package. The ending dates for each quarter of the program year are September 30, December 31, March 31, and June 30. The quarterly report shall include a summary of project progress, indicating percentage of completion of each Deliverable, and all additional reports which are required pursuant to this Agreement, including but not limited to, reports documenting the positive return on investment to the State that results from Grantee's project and its use of Award Funds. The summary shall also include any issues or events occurring which affect the ability of the Grantee to meet the terms of this Agreement. **If all required reports and copies are not sent to the Department or are not completed in a manner acceptable to the Department, payments may be withheld until the reports are properly completed or otherwise allowable by law.**
  
2. Close-out Report: No later than 30 calendar days after the Agreement ends or is terminated, Grantee shall provide copies of all paid invoices to document completed work.
  
3. Total Compensation Paid to Non-Profit Report:

a. If applicable, the Grantee shall complete and return to the Division within 30 days of the execution of this Agreement Attachment 3, entitled “Total Compensation Paid to Non-Profit Personnel Using State Funds” which shall satisfy the requirement to provide documentation that indicates the amount of state funds:

i. Allocated to be used during the full term of the contract for remuneration to any member of the board of directors or an officer of the contractor.

ii. Allocated under each payment by the public agency to be used for remuneration of any member of the board of directors or an officer of the contractor. The documentation must indicate the amounts and recipients of the remuneration.

b. “State funds” means funds paid from the General Revenue Fund or any state trust fund, funds allocated by the Federal Government and distributed by the state, or funds appropriated by the state for distribution through any grant program. The term does not include funds used for the state Medicaid program.

**G. ADDITIONAL PAYMENT REQUEST REQUIREMENTS:**

1. Grantee shall submit the following documents with the itemized Payment Request:

a. A cover letter signed by Grantee's Agreement Manager certifying that the costs being claimed in the invoice package: (1) are specifically for the project represented to the State in the budget appropriation; (2) are for one or more of the components as stated in Section E, Deliverables, of this Scope of Work; (3) have been paid or that professional services have been rendered in a rural community or rural area of opportunity as defined in section 288.065(2), F.S.; and (4) were incurred during the Agreement period;

b. Grantee's invoices shall include the date, period in which work was performed, amount of payment/reimbursement, and work completed to date;

c. If the project is for improvement to real property, a certification by a licensed engineer using AIA forms G702 and G703, or their substantive equivalents, certifying that the project, or a quantifiable portion of the project, is complete;

d. Before and after photographs of the completed work;

e. A *copy* of all supporting documentation for vendor payments;

f. A copy of the cancelled check(s) specific to the project; and

g. A copy of the bank statement that includes the cancelled check.

h. A copy of a completed Total Compensation Paid to Non-Profit Report for each required filer for the payment period covered by the Payment Request.

2. The State may require any other information from Grantee that the State deems necessary to verify that the services have been rendered under the Agreement.

3. All documentation necessary to support payment requests must be submitted with Grantee's payment request for the Department's review.

4. If the Grantee is a county or municipality that is a rural community or rural area of opportunity as those terms are defined ins. 288.0656(2), the payment of submitted invoices may be issued for verified and eligible performance that has been completed in accordance with the terms and conditions set forth in this Agreement to the extent that federal or state law, rule, or other regulation allows such payments. Upon meeting either of the criteria set forth below, the Grantee may elect in writing to exercise this provision.

a. A county or municipality that is a rural community or rural area of opportunity as those terms are defined in section 288.0656(2), F.S., that demonstrates financial hardship; or

b. A county or municipality that is a rural community or rural area of opportunity as those terms are defined in s. 288.0656(2), F.S., and which is located in a fiscally constrained county, as defined in section 218.67(1), F.S. If the Grantee meets the criteria set forth in this paragraph, then the Grantee is deemed to have demonstrated a financial hardship.

**H. FINANCIAL CONSEQUENCES FOR FAILURE TO TIMELY AND SATISFACTORILY PERFORM:** Failure to complete all deliverables in accordance with the requirements of this Agreement, and most particularly the deliverables specified above in Section D, Deliverables, will result in the Department's assessment of the specified financial consequences. If appropriate, should the Parties agree to a corrective action plan, the plan shall specify additional financial consequences to be applied after the effective date of the corrective action plan. This provision for financial consequences shall in no manner affect the Department's right to terminate the Agreement as provided elsewhere in the Agreement.

**I. NONCOMPLIANCE WITH GRANT REQUIREMENTS:**

Any Grantee that has not submitted required reports or satisfied other administrative requirements for this grant or other grants from any other Florida Department of State (DOS) Division will be in noncompliance status and subject to the DOS Grants Compliance Procedure. Grant compliance issues must be resolved before a grant award agreement may be executed, and before grant payments for any DOS grant may be released.

*- End of Attachment 1 (Scope of Work) -*

## **Attachment 2**

# **FLORIDA SINGLE AUDIT ACT REQUIREMENTS**

### **AUDIT REQUIREMENTS**

The administration of resources awarded by the Department of State to the Grantee may be subject to audits and/or monitoring by the Department of State as described in this Addendum to the Grant Award Agreement.

### **MONITORING**

In addition to reviews of audits conducted in accordance with 2 CFR 200, Subpart F - Audit Requirements, and section 215.97, Florida Statutes (F.S.), as revised (see AUDITS below), monitoring procedures may include, but not be limited to, on-site visits by Department of State staff, limited scope audits as defined by 2 CFR §200.425, or other procedures. By entering into this agreement, the recipient agrees to comply and cooperate with any monitoring procedures or processes deemed appropriate by the Department of State. In the event the Department of State determines that a limited scope audit of the recipient is appropriate, the recipient agrees to comply with any additional instructions provided by Department of State staff to the recipient regarding such audit. The recipient further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the Chief Financial Officer (CFO) or Auditor General.

### **AUDITS**

#### **Part I: Federally Funded**

This part is applicable if the recipient is a state or local government or a nonprofit organization as defined in 2 CFR §200.90, §200.64, and §200.70.

1. A recipient that expends \$750,000 or more in federal awards in its fiscal year must have a single or program specific audit conducted in accordance with the provisions of 2 CFR 200, Subpart F - Audit Requirements. EXHIBIT 1 to this agreement lists the federal resources awarded through the Department of State by this agreement. In determining the federal awards expended in its fiscal year, the recipient shall consider all sources of federal awards, including federal resources received from the Department of State. The determination of amounts of federal awards expended should be in accordance with the guidelines established in 2 CFR §§200.502-503. An audit of the recipient conducted by the Auditor General in accordance with the provisions of 2 CFR §200.514 will meet the requirements of this Part.
2. For the audit requirements addressed in Part I, paragraph 1, the recipient shall fulfill the requirements relative to auditee responsibilities as provided in 2 CFR §§200.508-512.
3. A recipient that expends less than \$750,000 in federal awards in its fiscal year is not required to have an audit conducted in accordance with the provisions of 2 CFR 200, Subpart F - Audit Requirements. If the recipient expends less than \$750,000 in federal awards in its fiscal year and elects to have an audit conducted in accordance with the provisions of 2 CFR 200, Subpart F - Audit Requirements, the cost of the audit must be paid from nonfederal resources (i.e., the cost of such an audit must be paid from recipient resources obtained from other than federal entities).

The Internet web addresses listed below will assist recipients in locating documents referenced in the text of this agreement and the interpretation of compliance issues.

U.S. Government Printing Office [www.ecfr.gov](http://www.ecfr.gov)

## Part II: State Funded

This part is applicable if the recipient is a nonstate entity as defined by section 215.97(2), F.S.

1. In the event that the recipient expends a total amount of state financial assistance equal to or in excess of \$750,000 in any fiscal year of such recipient (for fiscal years ending June 30, 2017, and thereafter), the recipient must have a state single or project-specific audit for such fiscal year in accordance with section 215.97, F.S.; Rule Chapter 69I-5, F.A.C., State Financial Assistance; and Chapters 10.550 (local governmental entities) and 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. EXHIBIT 1 to this agreement lists the state financial assistance awarded through the Department of State by this agreement. In determining the state financial assistance expended in its fiscal year, the recipient shall consider all sources of state financial assistance, including state financial assistance received from the Department of State, other state agencies, and other nonstate entities. State financial assistance does not include federal direct or pass-through awards and resources received by a nonstate entity for federal program matching requirements.

2. For the audit requirements addressed in Part II, paragraph 1, the recipient shall ensure that the audit complies with the requirements of section 215.97(8), F.S. This includes submission of a financial reporting package as defined by section 215.97(2), F.S., and Chapters 10.550 (local governmental entities) and 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General.

3. If the recipient expends less than \$750,000 in state financial assistance in its fiscal year (for fiscal years ending June 30, 2017, and thereafter), an audit conducted in accordance with the provisions of section 215.97, F.S., is not required. If the recipient expends less than \$750,000 in state financial assistance in its fiscal and elects to have an audit conducted in accordance with the provisions of section 215.97, F.S., the cost of the audit must be paid from the nonstate entity's resources (i.e., the cost of such an audit must be paid from the recipient's resources obtained from other than state entities).

The Internet web addresses listed below will assist recipients in locating documents referenced in the text of this agreement and the interpretation of compliance issues.

State of Florida Department Financial Services (Chief Financial Officer)  
<http://www.myfloridacfo.com/>

State of Florida Legislature (Statutes, Legislation relating to the Florida Single Audit Act)  
<http://www.leg.state.fl.us/>

## Part III: Report Submission

1. Copies of reporting packages for audits conducted in accordance with 2 CFR 200, Subpart F – Audit Requirements, and required by Part I of this agreement shall be submitted, when required by 2 CFR §200.512, by or on behalf of the recipient directly to each of the following:

- A. The Department of State through the <https://dosgrants.com/> grants management system.
- B. The Federal Audit Clearinghouse (FAC) as provided in 2 CFR §200.36 and §200.512.

2. Copies of financial reporting packages required by Part II of this agreement shall be submitted by or on behalf of the recipient directly to each of the following:

A. The Department of State through the <https://dosgrants.com/> grants management system.

B. The Auditor General's Office at the following address:

Auditor General  
Local Government Audits/342  
Claude Pepper Building, Room 401  
111 West Madison Street  
Tallahassee, Florida 32399-1450

The Auditor General's website (<https://flauditor.gov/>) provides instructions for filing an electronic copy of a financial reporting package.

3. Recipients, when submitting financial reporting packages to the Department of State for audits done in accordance with 2 CFR 200, Subpart F - Audit Requirements, or Chapters 10.550 (local governmental entities) and 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, should indicate the date that the reporting package was delivered to the recipient in correspondence accompanying the reporting package.

4. Recipients, when submitting financial reporting packages to the Department of State for audits done in accordance with 2 CFR 200, Subpart F - Audit Requirements, or Chapters 10.550 (local governmental entities) and 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, should indicate the date that the reporting package was delivered to the recipient in correspondence accompanying the reporting package.

#### **Part IV: Record Retention**

The recipient shall retain sufficient records demonstrating its compliance with the terms of the award(s) and this agreement for a period of five years from the date the audit report is issued, and shall allow the Department of State, or its designee, the CFO, or Auditor General access to such records upon request. The recipient shall ensure that audit working papers are made available to the Department of State, or its designee, the CFO, or Auditor General upon request for a period of at least three years from the date the audit report is issued, unless extended in writing by the Department of State.

*- Remainder of Page Intentionally Left Blank -*

**EXHIBIT 1 to Attachment 2**

**STATE RESOURCES AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT  
CONSIST OF THE FOLLOWING:**

**SUBJECT TO SECTION 215.97, FLORIDA STATUTES:**

**State Project**

**STATE AWARDING AGENCY: FLORIDA DEPARTMENT OF STATE**

**CSFA NUMBER: 45.032**

**CSFA TITLE: Florida Department of State Acquisition, Restoration of Historic Properties Grants**

**TOTAL STATE AWARD AMOUNT: \$1,000,000.00**

**COMPLIANCE REQUIREMENTS APPLICABLE TO STATE RESOURCES AWARDED  
PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:**

*I.* ACTIVITIES ARE LIMITED TO THOSE SPECIFIED IN ATTACHMENT 1, SCOPE OF WORK,  
OF THIS AGREEMENT

NOTE: 2 CFR § 200.331, as revised, and s. 215.97(5), F.S., require that the information about Federal  
Programs and State Projects included in Exhibit 1 be provided to the recipient.

***- Remainder of Page Intentionally Left Blank-***

**ATTACHMENT 3**

**Total Compensation Paid to Non-Profit Personnel Using State Funds**

<b>Name:</b>	
<b>Title:</b>	
<b>Agency Agreement/Contract #</b>	
<b>Total Contract Amount</b>	
<b>Contract Term:</b>	
<b>Invoice Number</b>	
<b>Invoice Period</b>	

Line Item Budget Category	Total Amount Allocated	Total Amount Paid	Amount Paid from State Funds
Salaries			
Fringe Benefits			
Bonuses			
Accrued Paid Time Off			
Severance Payments			
Retirement Contributions			
In-Kind Payments			
Incentive Payments			
<b>Reimbursements/Allowances</b>			
Moving Expenses			
Transportation Costs			
Telephone Services			
Medical Services Costs			
Housing Costs			
Meals			
<b>Amount Paid to Date</b>			

**CERTIFICATION: I certify that the amounts listed above are true and accurate and in accordance with the approved budget.**

Name:	
Signature:	
Title:	
Date:	

**ATTACHMENT 4**

**The Florida House of Representatives**  
**Appropriations Project Request - Fiscal Year 2025-26**  
For projects meeting the definition of House Rule 5.14

1. Title of Project: Clay County Archives Building Design and Construction
2. Date of Submission: 2/14/2025 10:51:28 AM
3. House Member Sponsor: Judson Sapp

**4. Details of Amount Requested:**

- a. Has funding been provided in a previous state budget for this activity? No
- b. What is the most recent fiscal year the project was funded?
- c. Were the funds provided in the most recent fiscal year subsequently vetoed?
- d. Complete the following Project Request Worksheet to develop your request.

FY:	Input Prior Year Appropriation for this project for FY 2024-25 <i>(If appropriated in 2024-25 enter the appropriated amount, even if vetoed.)</i>			Nonrecurring Funds Request for FY 2025-26		
Column:	A	B	C	D	E	F
Funds Description:	Recurring Funds	Nonrecurring Funds	Total Funds Appropriated	Operations	Fixed Capital Outlay	TOTAL Operations + Fixed Capital Outlay (FCO)
Input Amounts:					1,450,000	1,450,000

e. Provide the total cost of the project for FY 2025-26 from all sources of funding (Enter "0" if amount is zero):

Type of Funding	Amount	Percent of Total	Are the other sources of funds guaranteed in writing?
1. Amount Requested from the State in this Appropriations Project Request	1,450,000	100.0%	N/A
2. Federal	0	0.0%	No
3. State (Excluding the requested Total Amount in #4d, Column F)	0	0.0%	No
4. Local	0	0.0%	No

**The Florida House of Representatives**  
**Appropriations Project Request - Fiscal Year 2025-26**  
For projects meeting the definition of House Rule 5.14

5. Other	0	0.0%	No
<b>TOTAL</b>	<b>1,450,000</b>	<b>100%</b>	

5. Is this a multi-year project requiring funding from the state for more than one year?

No

6. Is this project related to relief or recovery from a natural disaster?

No

7. Which is the most appropriate state agency to place an appropriation for the issue requested? Department of State

a. Has the appropriate state agency for administering the funding, if the request were appropriated, been contacted? No

b. Describe suggested penalties that the contracting agency may consider in addition to its standard penalties for failing to meet deliverables or performance measures.

Should Clay County fail to meet deliverables or other performance measures, reimbursement of project funds could be suspended until the County comes into full compliance. Funds will be returned to the state if the proposed improvements are not completed.

8. Requester:

a. Name: Betsy Condon

b. Organization: Clay County Board of Clay County Commissioners

c. Email: betsy.condon@claycountygov.com

d. Phone #: (904)269-6385

9. Contact for questions about specific technical or financial details about the project.

a. Name: Charlie Latham

b. Organization: Clay County Board of Clay County Commissioners

c. Email: charles.latham@claycountygov.com

d. Phone #: (904)278-3771

10. Registered lobbyist working to secure funding for this project.

a. Name: Mercer, Jr. Fearington

b. Firm: The Southern Group

c. Email: fearington@thesoutherngroup.com

**The Florida House of Representatives**  
**Appropriations Project Request - Fiscal Year 2025-26**  
For projects meeting the definition of House Rule 5.14

d. Phone #: (850)671-4401

11. Organization or Name of entity receiving funds:

a. Name: Clay County Board of Clay County Commissioners

b. County (County where funds are to be expended): Clay

c. Service Area (Counties being served by the service(s) provided with funding): Clay

12. What type of organization is the entity that will receive the funds?

- For Profit
- Non Profit 501(c)(3)
- Non Profit 501(c) (4)
- Local Government
- School District
- State Agency
- University or College
- Other (Please describe)

13. What is the specific purpose or goal that will be achieved by the funds being requested?

The Clay County Archives Building is a part of the Clay County Historic Triangle in Green Cove Springs. The Archives Building houses the offices of the Archives Supervisor and Specialist, a reading room, a research area, and rooms used for archival storage. The building is outdated and has been compromised by issues such as roof leaks and high humidity. This appropriation would fund the design and construction of a renovated Archives Building that meets industry standards.

14. Provide specific details on how funds will be spent. (Select all that apply)

Spending Category	Description	Amount Requested (Should equal 4d, Col. F) Enter "0" if request is zero for the category
Administrative Costs:		
<input type="checkbox"/> a. Executive Director/Project Head Salary and Benefits		
<input type="checkbox"/> b. Other Salary and Benefits		

**The Florida House of Representatives**  
**Appropriations Project Request - Fiscal Year 2025-26**  
For projects meeting the definition of House Rule 5.14

<input type="checkbox"/> c. Expense/Equipment/Travel/Supplies/Other		
<input type="checkbox"/> d. Consultants/Contracted Services/Study		
Operational Costs:		
<input type="checkbox"/> e. Salaries and Benefits		
<input type="checkbox"/> f. Expenses/Equipment/Travel/Supplies/Other		
<input type="checkbox"/> g. Consultants/Contracted Services/Study		
Fixed Capital Construction/Major Renovation:		
<input checked="" type="checkbox"/> h. Construction/Renovation/Land/Planning Engineering	Design and Construction costs to create a safe and sustainable facility with a fire suppression system to preserve the Clay County Archives.	1,450,000
<b>TOTAL</b>		<b>1,450,000</b>

15. For Fixed Capital Costs requested in Question 14, what type of ownership will the facility be under when complete?

- For Profit
- Non Profit 501(c) (3)
- Non Profit 501(c) (4)
- Local Government
- School District
- State Agency
- University or College
- Other (Please describe)

16. Is the project request an information technology project?

No

**The Florida House of Representatives**  
**Appropriations Project Request - Fiscal Year 2025-26**  
**For projects meeting the definition of House Rule 5.14**

---

17. Is there any documented show of support for the requested project in the community including public hearings, letters of support, major organizational backing, or other expressions of support?

Yes

a. Please Describe:

It is supported by the County's Comprehensive Plan. This Project is supported by the Clerk of Court, Tara Green and has been briefed to Clay County's local legislative delegation.

18. Has the need for the funds been documented by a study, completed by an independent 3rd party, for the area to be served?

Yes

a. Please Describe:

An archival expert from the University of North Florida (UNF) visited the Clay County Archives building and produced a report consisting of recommendations for improvements that will bring the Archives building to industry standard.

19. Will the requested funds be used directly for services to citizens?

Yes

a. What are the activities and services that will be provided to meet the purpose of the funds?

The Archives Building is open to the public Monday-Friday. Residents and visitors are encouraged to visit to view documents, photographs, and other resources highlighting the County's history. Tours and other special events also occur at the Archives Building.

b. Describe the direct services to be provided to the citizens by the funding requested.

The design and construction of a renovated Archives Building would ensure the County's historical resources can be preserved and studied for years to come.

c. Describe the target population to be served (i.e., "the majority of the funds requested will serve these target populations or groups"). Select all that apply to the target population:

- Elderly persons
- Persons with poor mental health
- Persons with poor physical health
- Jobless persons
- Economically disadvantaged persons
- At-risk youth

**The Florida House of Representatives**  
**Appropriations Project Request - Fiscal Year 2025-26**  
 For projects meeting the definition of House Rule 5.14

- Homeless
- Developmentally disabled
- Physically disabled
- Drug users (in health services)
- Preschool students
- Grade school students
- High school students
- University/college students
- Currently or formerly incarcerated persons
- Drug offenders (in criminal Justice)
- Victims of crime
- General (The majority of the funds will benefit no specific group)
- Other (Please describe)

d. How many in the target population are expected to be served?

- < 25
- 25-50
- 51-100
- 101-200
- 201-400
- 401-800
- >800

20. What benefits or outcomes will be realized by the expenditure of funds requested? (Select each Benefit/Outcome that applies)

Benefit or Outcome	Provide a specific measure of the benefit or outcome	Describe the method for measuring level of benefit or outcome
<input type="checkbox"/> Improve physical health		
<input type="checkbox"/> Improve mental health		

**The Florida House of Representatives**  
**Appropriations Project Request - Fiscal Year 2025-26**  
**For projects meeting the definition of House Rule 5.14**

<input checked="" type="checkbox"/> Enrich cultural experience	The Archives building allows anyone to study the history of Clay County through historical documents and photographs.	Total annual visitation to the Archives building.
<input type="checkbox"/> Improve agricultural production/promotion/education		
<input checked="" type="checkbox"/> Improve quality of education	Historical education will be enriched through tangible resources detailing the past in Clay County.	Tracking the number of educational visits, workshops, and school group tours.
<input type="checkbox"/> Enhance/preserve/improve environmental or fish and wildlife quality		
<input type="checkbox"/> Protect the general public from harm (environmental, criminal, etc.)		
<input type="checkbox"/> Improve transportation conditions		
<input type="checkbox"/> Increase or improve economic activity		
<input checked="" type="checkbox"/> Increase tourism	Historians and researchers from surrounding areas may visit to study documents housed and preserved in the Archives Building. The archives works closely with the Tourism department with brochures and marketing campaigns.	Tracking visitation data.
<input type="checkbox"/> Create specific immediate job opportunities		
<input type="checkbox"/> Enhance specific individual's economic self sufficiency		

**The Florida House of Representatives**  
**Appropriations Project Request - Fiscal Year 2025-26**  
 For projects meeting the definition of House Rule 5.14

<input type="checkbox"/> Reduce recidivism		
<input type="checkbox"/> Reduce substance abuse		
<input type="checkbox"/> Divert from Criminal/Juvenile justice system		
<input type="checkbox"/> Improve wastewater management		
<input type="checkbox"/> Improve stormwater management		
<input type="checkbox"/> Improve groundwater quality		
<input type="checkbox"/> Improve drinking water quality		
<input type="checkbox"/> Improve surface water quality		
<input type="checkbox"/> Other (Please describe):		



# The Florida Senate

## Local Funding Initiative Request

### Fiscal Year 2025-2026

LFIR # 2304

1. **Project Title**
2. **Senate Sponsor**
3. **Date of Request**

**4. Project/Program Description**

The Clay County Archives Building is a part of the Clay County Historic Triangle in Green Cove Springs. The Archives Building houses the offices of the Archives Supervisor and Specialist, a reading room, a research area, and rooms used for archival storage. This appropriation would fund the design and construction of a facility to preserve Clay County's archival documents.

5. **State Agency to receive requested funds**
- State Agency contacted?**

**6. Amount of the Nonrecurring Request for Fiscal Year 2025-2026**

Type of Funding	Amount
Operating	0
Fixed Capital Outlay	1,450,000
<b>Total State Funds Requested</b>	<b>1,450,000</b>

**7. Total Project Cost for Fiscal Year 2025-2026 (including matching funds available for this project)**

Type of Funding	Amount	Percentage
Total State Funds Requested (from question #6)	1,450,000	100%
<b>Matching Funds</b>		
Federal	0	0%
State (excluding the amount of this request)	0	0%
Local	0	0%
Other	0	0%
<b>Total Project Costs for Fiscal Year 2025-2026</b>	<b>1,450,000</b>	<b>100%</b>

8. **Has this project previously received state funding?**
- If yes, provide the most recent instance:**

Fiscal Year (yyyy-yy)	Amount		Specific Appropriation #	Vetoed
	Recurring	Nonrecurring		

9. **Is future-year funding likely to be requested?**
- a. **If yes, indicate nonrecurring amount per year.**
- b. **Describe the source of funding that can be used in lieu of state funding.**
- 

**Complete questions 10 and 11 for Fixed Capital Outlay Projects**



# The Florida Senate

## Local Funding Initiative Request

### Fiscal Year 2025-2026

LFIR # 2304

**10. Status of Construction**

**a. What is the current phase of the project?**

- Planning    
  Design    
  Construction    
  N/A

**b. Is the project "shovel ready" (i.e permitted)?** No

**c. What is the estimated start date of construction?** 01/01/2026

**d. What is the estimated completion date of construction?** 01/01/2027

**e. What funding stream will be used for ongoing operations and maintenance of the project?**

The funding stream will be the County's general fund.

**11. List the owners of the facility to receive, directly or indirectly, any fixed capital outlay funding. Include the relationship between the owners of the facility and the entity.**

Clay County Board of County Commissioners owns the facility.

**12. Details on how the requested state funds will be expended**

Spending Category	Description	Amount
<b>Administrative Costs:</b>		
Executive Director/Project Head Salary and Benefits		0
Other Salary and Benefits		0
Expense/Equipment/Travel/Supplies/Other		0
Consultants/Contracted Services/Study		0
<b>Operational Costs</b>		
Salary and Benefits		0
Expense/Equipment/Travel/Supplies/Other		0
Consultants/Contracted Services/Study		0
<b>Fixed Capital Construction/Major Renovation:</b>		
Construction/Renovation/Land/Planning Engineering	Design and construction to create a safe and sustainable facility with a fire suppression system to preserve the Clay County Archives.	1,450,000
<b>Total State Funds Requested (must equal total from question #6)</b>		<b>1,450,000</b>

**13. Program Performance**

**a. What specific purpose or goal will be achieved by the funds requested?**

The Clay County Archives Building is a part of the Clay County Historic Triangle in Green Cove Springs. The Archives Building houses the offices of the Archives Supervisor and Specialist, a reading room, a research area, and rooms used for archival storage. Archival storage includes photos and documents from Clay County history, many of which are the only one of their kind. This appropriation would fund the design and construction of an Archives Building that meets industry standards.

**b. What activities and services will be provided to meet the intended purpose of these funds?**

The design and construction necessary to bring the Clay County Archives building to industry standard.



# The Florida Senate

## Local Funding Initiative Request

### Fiscal Year 2025-2026

LFIR # 2304

**c. What direct services will be provided to citizens by the appropriation project?**

The Archives building allows citizens to view well-preserved documents and photographs that document County history through taking educational tours or conducting independent research.

**d. Who is the target population served by this project? How many individuals are expected to be served?**

The entire county population (232,439) would benefit from this project.

**e. What is the expected benefit or outcome of this project? What is the methodology by which this outcome will be measured?**

An updated Archives Building would will expand educational opportunities for citizens and tourists, both of which are expected to visit in an increased capacity with a new building.

**f. What are the suggested penalties that the contracting agency may consider in addition to its standard penalties for failing to meet deliverables or performance measures provided for in the contract?**

Should Clay County fail to meet deliverables or other performance measures, reimbursement of project funds could be suspended until the County comes into full compliance. Funds will be returned to the state if the proposed improvements are not completed.

**14. Is this project related to mitigation, response, or recovery from a natural disaster?**

**a. If Yes, what phase best describes the project?**

- Mitigation (reducing or eliminating potential loss of life or property)
- Response (addressing the immediate and short-term effects of a natural disaster)
- Recovery (assisting communities return to normal operations, including rebuilding damaged infrastructure)

**b. Name of the natural disaster (or Executive Order # for events not under a federal declaration):**

**15. Has the entity applied for or received federal assistance for this project?**

- Yes, Applied
- Yes, Received
- No
- No, but intends to apply

**a. If yes, provide the FEMA project worksheet ID#:**

**b. Provide the total project cost listed on the FEMA project worksheet:**

**16. Has the entity applied for or received state assistance for this project (other than this request)?**

- Yes, Applied
- Yes, Received



# The Florida Senate

## Local Funding Initiative Request

### Fiscal Year 2025-2026

LFIR # 2304

- No
- No, but intends to apply

**a. If yes, specify the program and state agency (ex. Local Government Emergency Bridge Loan, Department of Commerce):**

**17. Requester Contact Information**

**a. First Name**  **Last Name**

**b. Organization**

**c. E-mail Address**

**d. Phone Number**  **Ext.**

**18. Recipient Contact Information**

**a. Organization**

**b. Municipality and County**

**c. Organization Type**

- For Profit Entity
- Non Profit 501(c)(3)
- Non Profit 501(c)(4)
- Local Entity
- University or College
- Other (please specify)

**d. First Name**  **Last Name**

**e. E-mail Address**

**f. Phone Number**  **Ext.**

**19. Lobbyist Contact Information**

**a. Name**

**b. Firm Name**

**c. E-mail Address**

**d. Phone Number**



# The Florida Senate

## Local Funding Initiative Request

### Fiscal Year 2025-2026

LFIR # 2304

*The information provided will be posted to the Florida Senate website for public viewing if sponsored by a Senator.*



Agenda Item  
Clay County Board of County Commissioners

Clay County Administration Building  
Tuesday, May 26 4:00 PM

TO: Board of County  
Commissioners

DATE: 5/20/2026

FROM: Courtney K.  
Grimm

SUBJECT:

AGENDA ITEM  
TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
▢ Petition to Close a Road-Myrtle Blvd	Backup Material	5/21/2026	Myrtle_Blvd_Petition_to_Vacate_between_Maryland_Ave_and_Manhattan_Avedsada.pdf
▢ Boundary Survey	Backup Material	5/21/2026	Boundary_Survey_dsada.pdf
▢ Diagram - Myrtle Blvd	Backup Material	5/21/2026	Diagram_-_Myrtle_Blvd dsada.pdf
▢ Resolution Scheduling Public Hearing	Backup Material	5/21/2026	Scheduling_Resolution_-_Myrtle_Blvd dsada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
County Attorney	Streeper, Lisa	Approved	5/20/2026 - 3:44 PM	Item Pushed to Agenda

## PETITION TO CLOSE A ROAD OR STREET CLAY COUNTY, FLORIDA

TO: The Clay County Board of County Commissioners  
C/O Clay County Engineering Department  
P.O. Box 1366  
477 Houston Street  
Green Cove Springs, Florida 32043

1. Provide the name, phone number, and address of the petitioner, agent, or other.

Joshua Carlson

3255 Maryland Ave

Green Cove Springs, FL 32043

(904) 710-2617

2. Provide the name, number or location of the road to be closed. Describe by popular name, length, legal description prepared by an attorney or registered surveyor, and a survey map (showing the platted limits, adjacent lands, and actual description of the portion of road to be closed). Use additional sheet(s) if necessary.

The portion of Myrtle Blvd between Maryland Ave and Manhattan Ave

3. State the reason(s) for closing the road or street. Use additional sheet(s) if necessary.

Adding the area to our property

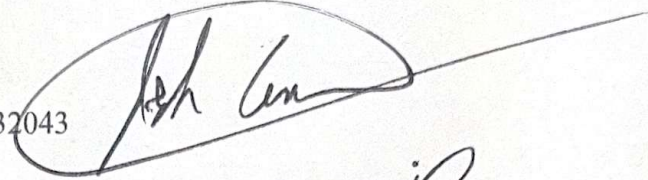
4. Describe the legal, ownership, or other interest the petitioner has in the road or street to be closed. Use additional sheet(s) if necessary.

The road is adjacent to our property (3255 Maryland Ave)

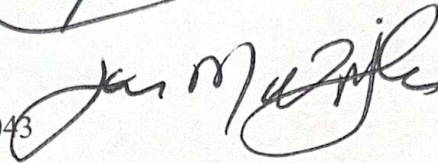
## PETITION TO CLOSE A ROAD OR STREET CLAY COUNTY, FLORIDA

5. List the names and mailing addresses of all owners of land served by the road, street or right-of-way proposed for closing. Use additional sheet(s) if necessary.


Josh Carlson  
3255 Maryland Ave  
Green Cove Springs, FL 32043



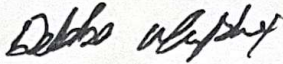
John McVeigh  
3252 Manhattan Ave  
Green Cove Springs, FL 32043



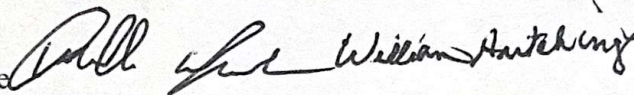
Xavier Rowland  
3270 Long Island Ave  
Green Cove Springs, FL 32043



Debra Murphy  
3265 Long Island Ave  
Green Cove Springs, FL 32043



William Hutchings  
3264 Manhattan Ave  
Green Cove Springs, FL 32043



6. Have all of the adjoining land owners to the road or street been notified of the pending petition?

Yes

---

7. Have all of the adjoining land owners to the road or street consented to the petition for road closure? If so, attach the notarized consents hereto.

Yes, signatures are above next to contact info in #5

---

8. Provide documentation as to when the road or street was opened, dedicated to, or acquired by prescriptive use by Clay County and the public. Use additional sheet(s) if necessary.

Unknown

---

---

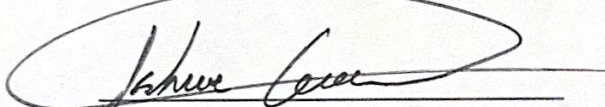
## PETITION TO CLOSE A ROAD OR STREET CLAY COUNTY, FLORIDA

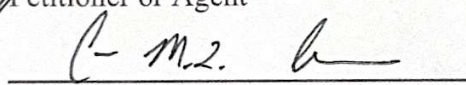
Petitioner Acknowledgement: I have furnished copies hereof to the County Attorney, Director of Public Works, Director of Zoning, Department of Public Safety, and Director of Engineering. I understand that I am obligated to pay all costs such as, but not limited to application fee, signage, advertising, and recording required by the processing of this road or street closing.

STATE OF FL

COUNTY OF CLAY

Before me the undersigned notary public appeared the petitioner JOSHUA CARLSON  
or agent \_\_\_\_\_, who after being duly cautioned and sworn,  
deposed and said that the contents of this petition are true to the best of his/her  
knowledge and belief, this 17<sup>TH</sup> day of MAY, 2020.

  
\_\_\_\_\_  
Petitioner or Agent

  
\_\_\_\_\_  
Notary Public

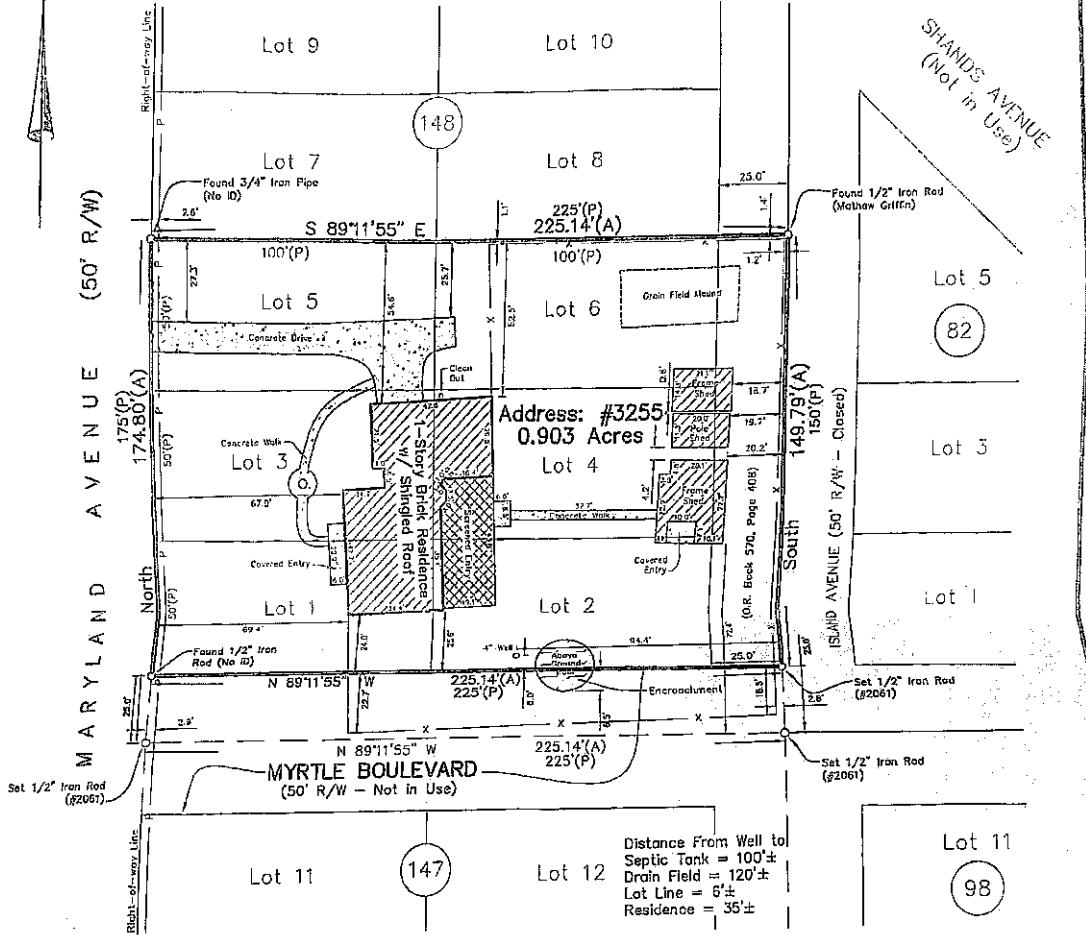
Term of Expiration: APRIL 26, 2030



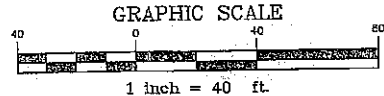
# BOUNDARY SURVEY

**LEGAL DESCRIPTION:**

Lots 1, 2, 3, 4, 5 and 6, of Block 148 Fellowship Park, according to the plat thereof as recorded in Plat Book 2, Page 61 of the Public Records of Clay County, Florida, together with that portion of long island avenue (closed by resolution recorded in Official Records Book 570, Page 408) lying easterly of the joining Lots 2, 4 and 6, Block 148 of said plat.



o - Denotes Found Iron Pipe (No ID - Size Noted)



**SURVEYOR'S CERTIFICATION:**

I hereby certify that this map is a true and correct representation of a survey made under my supervision and that said survey meets or exceeds minimum technical standards set forth by the Florida Board of Professional Land Surveyors in Chapter 5J-17 Florida Administrative Code Pursuant to Section 472-027 Florida Statutes.

BY: *Joseph G. Knapp* Date Signed: 1-10-18 Date of Field Survey: 03/28/2018  
 JOSEPH G. KNAPP, Registered Land Surveyor, Florida Certificate No. 2081

Lands shown hereon lie in Flood Insurance Rate Maps, Flood Zone "X", Flood Zone lines if any shown on this survey are shown by scale from the Federal Emergency Management Agency Flood Insurance Rate Maps Community Panel Number 120064 0190 E and are NOT field located. Bearings refer to the Easterly R/W Line of Maryland Avenue, being North, Assumed.

**SURVEYOR'S NOTES:**

1. Unless this map bears the Signature and the Original Raised Seal of a Florida licensed Surveyor and Mapper, this map/report is for informational purposes only and is NOT VALID.
2. Unless noted no Underground Installations or Improvements were located on this survey.
3. No Instruments of Record reflecting Easements, Right-of-Ways and/or ownership were furnished to this Surveyor Except as shown.
4. Ordinary High Water Line NOT located on Lake Front Property.
5. Wetlands/Environmentally Sensitive Lands are NOT located, unless specifically stated.
6. Dimensions from Improvements to Boundaries should not be used to re-establish Boundary Lines or to construct NEW Improvements, without additional information for Boundary control or a RESURVEY.
7. Riparian/Littoral rights not located unless expressly noted by written notation. Lines shown to water lines are for informational purposes.

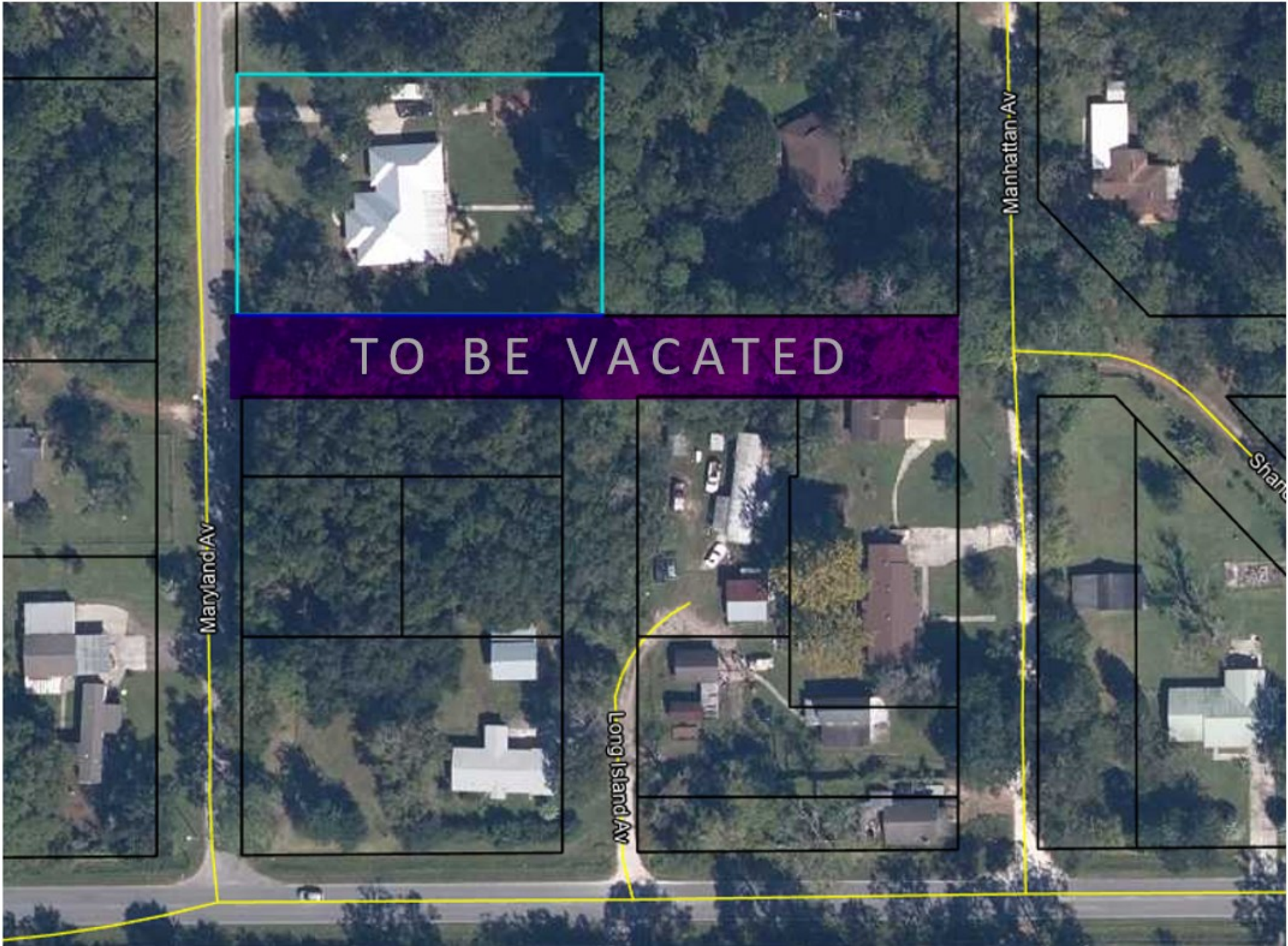
**ABBREVIATION SCHEDULE**

Right of Way	R/W
Official Records	O.R.
Central Angle	D
Length	L
Radius	R
Chord	Ch
Identification Number	I.D.
Degrees	deg
Minutes	min
Seconds	sec

- Denotes iron Corner
- Denotes Concrete Monument
- Denotes Power Line & Poles
- Denotes Fence Line
- Denotes Centerline
- Denotes Not to Scale

**JOSEPH G. KNAPP**

Land Surveying and Drafting Services  
 Voice: (352) 473-3166 Fax: (352) 473-2998  
 270 Southeast Palmetto Avenue  
 P.O. Box 386, Keystone Heights, Florida 32656  
 JOB NUMBER : F18-041 LLJ



TO BE VACATED

**RESOLUTION NO. 2025/2026 – \_\_\_\_\_**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY, FLORIDA, ACKNOWLEDGING THE FILING OF A PETITION TO CLOSE MYRTLE BOULEVARD, BETWEEN MARYLAND AVENUE AND MANHATTAN AVENUE, AS RECORDED IN PLAT BOOK 2, PAGE 61, PUBLIC RECORDS OF CLAY COUNTY, FLORIDA, PURSUANT TO SECTIONS 336.09 AND 336.10, FLORIDA STATUTES; SCHEDULING A PUBLIC HEARING TO CONSIDER THE PETITION; PROVIDING FOR THE PUBLICATION OF NOTICE THEREOF; AND PROVIDING AN EFFECTIVE DATE.**

**Recitals**

**WHEREAS**, pursuant to Sections 336.09 and 336.10, Florida Statutes, a petition (the Petition) has been filed with the Board of County Commissioners (the Board) of Clay County, Florida, on behalf of Joshua Carlson to close, vacate and abandon Myrtle Boulevard, between Maryland Avenue and Manhattan Avenue, as recorded in Plat Book 2, Page 61, of the public records of Clay County, Florida, (the Subject Road); and,

**WHEREAS**, pursuant to the procedural requirements of Section 336.09, Florida Statutes, the Board desires hereby to establish a date, time and place for a public hearing to consider the Petition, and to authorize and direct the publication of notice thereof; and,

**WHEREAS**, the Subject Road is more particularly described in the attached Appendix A.

**Be It Resolved by the Board of County Commissioners of Clay County:**

Section 1. The Recitals set forth hereinabove are adopted as the findings of the Board, and said findings provide the authority and justification for the adoption of this Resolution.

Section 2. The Board hereby acknowledges receipt of the Petition to close the Subject Road.

Section 3. Pursuant to Section 336.09, Florida Statutes, a public hearing before the Board to consider the adoption of a resolution closing, vacating and abandoning the Subject Road pursuant to Section 336.10, Florida Statutes, is hereby scheduled for Tuesday, June 9, 2026, at 5:00 p.m., or as soon thereafter as can be heard, in the Board's meeting room on the Fourth Floor of the Clay County Administration Building located at 477 Houston Street, Green Cove Springs, Florida.

Section 4. Notice of the public hearing scheduled under Section 3 shall be published in the *Clay Today* in the form attached hereto as Appendix B and in the manner required under Section 336.09, Florida Statutes.

Section 5. This Resolution shall take effect immediately upon its adoption.

**DULY ADOPTED** by the Board of County Commissioners of Clay County, Florida, this 26<sup>th</sup> day of May, 2026.

BOARD OF COUNTY COMMISSIONERS  
CLAY COUNTY, FLORIDA

By: \_\_\_\_\_  
Kristen Burke  
Its Chairman

ATTEST:

\_\_\_\_\_  
Tara S. Green  
Clay County Clerk of Court and Comptroller  
Ex Officio Clerk to the Board

Appendix A  
[Legal Description]

Myrtle Boulevard, between Maryland Avenue and Manhattan Avenue, an unopened right-of-way shown on the plat of "FELLOWSHIP PARK", recorded in Plat Book 2, page 61, of the Public Records of Clay County, Florida.

Appendix B  
[Form of Public Hearing Notice]

*To be advertised Thursday, May 28, 2026  
in the Clay Today:*

**NOTICE OF PUBLIC HEARING ON ROAD CLOSING PETITION**

The Board of County Commissioners (the Board) of Clay County, Florida, has received a petition (the Petition) filed pursuant to Sections 336.09 and 336.10, Florida Statutes, on behalf of Joshua Carlson to close, vacate and abandon Myrtle Boulevard, between Maryland Avenue and Manhattan Avenue, as recorded in Plat Book 2, Page 61, public records of Clay County, Florida, hereinafter described. In accordance with the Petition, the Board will hold a public hearing on Tuesday, June 9, 2026, at 5:00 p.m., or as soon thereafter as can be heard, in the Board of County Commissioners Meeting Room on the Fourth Floor of the Clay County Administration Building, 477 Houston Street, Green Cove Springs, Florida, to consider the adoption of a resolution pursuant to Section 336.10, Florida Statutes, closing, vacating and abandoning said road, being more particularly described as follows:

Myrtle Boulevard, between Maryland Avenue and Manhattan Avenue, an unopened right-of-way shown on the plat of "FELLOWSHIP PARK", recorded in Plat Book 2, page 61, of the Public Records of Clay County, Florida.

All interested persons are invited to attend the public hearing and be heard by the Board regarding the adoption of the resolution. Pursuant to Section 286.0105, Florida Statutes, a person deciding to appeal any decision made by the Board with respect to any matter considered at the hearing or at any subsequent hearing to which the Board has continued its deliberations is advised that such person will need a record of all proceedings and may need to ensure that a verbatim record of all proceedings is made, which must include the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans with Disabilities Act, any person needing accommodations to participate in this matter should contact Clay County Risk Management by mail at P.O. Box 1366, Green Cove Springs, Florida 32043, or by telephone at (904) 679-8596, no later than three (3) days prior to the hearing or proceeding for which this notice has been given. Deaf and hard-of-hearing persons can access the telephone number by contacting the Florida Relay Service at 1-800-955-8770 (Voice) or 1-800-955-8771 (TDD).

Board of County Commissioners  
Clay County, Florida

-----END-----

Special Instructions to Publisher:

Please submit galley proof to the County Attorney's Office  
([daphne.roberts@claycountygov.com](mailto:daphne.roberts@claycountygov.com)) for approval prior to publication.

Send Invoice and Proof of Publication by email to:  
[invoices@clayclerk.com](mailto:invoices@clayclerk.com) and [daphne.roberts@claycountygov.com](mailto:daphne.roberts@claycountygov.com)

Address on Invoice should read:  
Finance Department  
County Attorney's Office \*  
P.O. Box 988  
Green Cove Springs, Florida 32043

**ALSO**, please include this information on Invoice: **Purchase Order #: PO-1014014**



Agenda Item  
Clay County Board of County Commissioners

Clay County Administration Building  
Tuesday, May 26 4:00 PM

TO: BCC

DATE: 3/26/2026

FROM: Teresa Capo

SUBJECT: An application for appointment was received from Michael Fulker.

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:

All advertising requirements have been met.

Mr. Fulker was voted (6-0) to fill the open citizen seat on the Tourism Development Council on May 13, 2026.

ATTACHMENTS:

Description	Type	Upload Date	File Name
-------------	------	-------------	-----------

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	5/20/2026 - 3:17 PM	Item Pushed to Agenda



Agenda Item  
Clay County Board of County Commissioners

Clay County Administration Building  
Tuesday, May 26 4:00 PM

TO: Clay County Board of  
Commissioners

DATE:

FROM: Karen Smith,  
Administrative & Contractual  
Services

SUBJECT:  
Bid Opening Tabulations for May 8, 2026:  
A. Bid No. 25/26-074, Oakleaf Community Park - Drainage Improvements  
B. RFP No. 25/26-084, Mosquito Control Program

AGENDA ITEM TYPE:

---

BACKGROUND INFORMATION:

Letters of Documentation

ATTACHMENTS:

Description	Type	Upload Date	File Name
▢ Bid Tabulations	Cover Memo	5/19/2026	Bid_Tabs_BCC_bid_openings_052626_publicdsada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Administrative and Contractual Services	Streeper, Lisa	Approved	5/20/2026 - 3:15 PM	Item Pushed to Agenda

## BID TABULATION FORM

Bid: 25/26-074

Date: May 8, 2026

Proj: **Oakleaf Community Park - Drainage Improvements**

Time Open: 9:03 AM

Ad: Thursday, April 9, 2026

Time Close: 9:08 AM

This is a generic Bid Tabulation Form; all required bid documents will be verified prior to bid recommendation.

**Bids to be evaluated based on evaluation criteria established in bid document**

	<b>Bidder</b>	<b>Bid Bond</b>	<b>Addendum</b>	<b>Total Bid</b>
1	Advantage Contracting Group, Inc.	Yes	Yes	\$187,250.79
2	Beryl Project Engineering, LLC	N/A	N/A	N/A
3	C.W. Matthews Contracting Co., Inc	N/A	N/A	N/A
4	DB Civil Construction, LLC	Yes	Yes	\$382,990.85
5	H&H Land and Marine, LLC	Yes	Yes	\$156,770.20
6	Jax Utilities Management, Inc	Yes	Yes	\$478,561.90
7	Tether, Inc.	Yes	Yes	\$535,344.94
8				
9				
10				

**BID TABULATION FORM**

RFP **25/26-084**

Date: May 8, 2026

Proj: **Mosquito Control Program**

Time Open: 9:00 AM

Ad: Clay Today, April 9, 2026

Time Close: 9:02 AM

This is a generic Bid Tabulation Form; all required bid documents will be verified prior to bid recommendation.

**Bids to be evaluated based on evaluation criteria established in bid document**

	Bidder	Addendum	Total
1	Clarke Environmental Mosquito Management, Inc.	Yes	To Be Determined
2	Daddy Rabbit Aviation	Yes	To Be Determined
3	Vector Disease Control International (VDCI)	Yes	To Be Determined



Agenda Item  
Clay County Board of County Commissioners

Clay County Administration Building  
Tuesday, May 26 4:00 PM

TO: BCC  
Members

DATE: 12/30/2025

FROM: Teddy  
Meyer

SUBJECT:

AGENDA ITEM  
TYPE:

BACKGROUND INFORMATION:

TDC meeting minutes from January 7, 2026.

ATTACHMENTS:

Description	Type	Upload Date	File Name
<input type="checkbox"/> Tourist Development Council Meeting Minutes and Attachments March 4, 2026	Backup Material	5/19/2026	Tourist_Development_Council_Meeting_Minutes_and_Attachments_March_4__2026.ADA_aw.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Tourism and Film Development	Streeper, Lisa	Approved	5/20/2026 - 3:15 PM	Item Pushed to Agenda



**TOURIST DEVELOPMENT COUNCIL  
MEETING MINUTES**

March 4, 2026 - 3:30 PM  
Administration Bldg, 4th Floor  
BCC Meeting Room  
477 Houston Street  
Green Cove Springs, FL 32043

---

**Invocation** Chairman John Sgromolo gave the Invocation.

**Pledge** Chairman John Sgromolo led the Pledge of Allegiance.

**Call to Order**

**Present:** Commissioner District 1 John Sgromolo, Chairman  
Neil Porter  
David Diaz  
Deborah Beals  
Kimberly Evans  
Adrian Andrews  
Kevin Robert

**Absent:** Brian Knight, Vice-Chairman  
Cheri Starnes

**Staff Present:** Howard Wanamaker, County Manager  
Charlie Latham, Assistant County Manager  
Courtney Grimm, County Attorney  
Teddy Meyer, Director of Tourism  
Stephanie Lamb, Program Manager  
Cher Malta, Tourism Marketing Manager  
Samantha Kusters, Tourism Product Development Manager

Chairman John Sgromolo called the meeting to order at 3:33 pm.

**Public Comments**

Chairman John Sgromolo opened the floor for public comment at 3:34 pm.

Hearing no comments, Chairman John Sgromolo closed public comment at 3:34 pm.

**Approval of Minutes**

1. Tourist Development Council Meeting Minutes January 7, 2026.

Kevin Robert made a motion for approval of the January 7, 2026, TDC Meeting Minutes, seconded by Neil Porter, which carried unanimously.

## **Presentations**

### 2. Advance Travel & Tourism Marketing Update (P. Vann)

Marketing update from the contracted advertising agency.

*Item Two (2) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/March 4, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/March%204,%202026), beginning at 2:42 and ending at 11:39. Below is a summary of the discussion.*

Paula Vann, Senior Account Executive for Advance Travel and Tourism, and Cher Malta, Tourism Marketing Manager for Clay County Tourism, presented a PowerPoint to provide details and information on the Advance Travel and Tourism Marketing update. See Attachment A.

#### **Topics Discussed:**

- Introduction of New Team Member for Advance Travel - Paula Vann
- New Neighborhood Website Pages
- Potential Traveler Website Performance
- Active and On the Horizon
  - Highlights for the Scottish Games

There were questions, discussions, and clarifications regarding the post for the Scottish Games, the economic impact of a sports complex for baseball/football, and the increase in hotels due to the complex (Columbia County).

### 3. Airstream Ventures Sports Tourism Update (A. Verlander)

Sports Tourism update from Airstream Ventures.

*Item Three (3) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/March 4, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/March%204,%202026), beginning at 32:45 and ending at 44:07. Below is a summary of the discussion.*

JR Rozier, Sports Tourism and Sales Manager at Airstream Ventures, presented a PowerPoint to provide details on the sports tourism update. See Attachment B.

There were questions and discussions regarding advanced conversations, contributions from the TDC, event hosting locations, securing events, the impact of hosting events in Clay County, and clarification on travel for sports associations/events.

### 4. Bed Tax Collection (T. Meyer)

Most recent Bed Tax collections and Hotel Data.

*Item Four (4) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/March 4, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/March%204,%202026), beginning at 11:55 and ending at 17:37. Below is a summary of the discussion.*

Teddy Meyer, Director of Tourism, addressed the Council to provide details on Bed Tax Collection. The information discussed is attached to the agenda.

Cher Malta, Tourism Marketing Manager, addressed the Council to provide details and information on the new initiative for the BoCC and the TDC: the Quarterly Tourism Department Report. The information discussed is attached to the agenda.

There were comments, questions, and discussions regarding the positive impact of the report, suggestions for additional topics/information, and distribution of the report.

## **Discussion**

5. Event Marketing Grant Update (S. Lamb)  
TDC grant summary as of December 23, 2025.

*Item Four (4) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/March 4, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/March%204,%202026), beginning at 17:42 and ending at 19:58. Below is a summary of the discussion.*

Stephanie Lamb, Program Manager, presented a PowerPoint presentation outlining details and providing an update on event marketing grants. The information provided and discussed is attached to the agenda.

There were comments and discussions regarding clarification of the total funding and deposits, and of receipts/reimbursements.

## **New Business**

6. Special Event Grant Update (T. Meyer)  
Review of updates made to the Special Event Grant with the assistance of the Clay County Grants and Legal Departments.

*Item Six (6) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/March 4, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/March%204,%202026), beginning at 20:00 and ending at 32:38. Below is a summary of the discussion and vote for this agenda item.*

Teddy Meyer, Director of Tourism, addressed the Council to provide details and information on the Special Event Grant process/guidelines. The information discussed is attached to the agenda.

There were questions and discussions regarding the application timeline/deadline, the grace period, the authority/policy/procedure, the language, and the reimbursement for marketing.

Adrian Andrews made a motion for approval to accept as presented/discussed, seconded by Kevin Robert, which carried unanimously.

#### 7. TDC Grant Request - AJGA Junior All-Star (S. Lamb)

American Junior Golf Association | AJGA Junior All-Star presented by Clay County - June 1-4, 2026 at Eagle Harbor Golf Club  
Requesting \$21,300

*Item Seven (7) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/March 4, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/March%204,%202026), beginning at 44:12 and ending at 51:06. Below is a summary of the discussion and vote for this agenda item.*

Stephanie Lamb, Program Manager, addressed the Council to provide details regarding the American Junior Golf Association Junior All-Star, as indicated above. The information discussed is attached to the agenda. Ms. Lamb also introduced Patrick Kingsfield to offer more information on the request.

Patrick Cansfield, AJGA, addressed the Council to provide an overview of the event and details for the grant request mentioned above.

There were questions, discussions, and clarifications regarding scoring, potential for yearly event, timeline of the event, success of a previous event, classification of the events daily (age groups/qualifier, etc.), competitiveness of the AJGA, notoriety of players,

Kevin Robert made a motion to approve \$25,000.00, seconded by Deborah Beals, which carried unanimously.

#### 8. TDC Grant Request - USAP Golden Ticket Block Party (S. Lamb)

The HUB Jax | USAP Golden Ticket Block Party: May 13-17, 2026 at the HUB Jax.  
Requesting: \$25,000

*Item Eight (8) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/March 4, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/March%204,%202026), beginning at 55:44 and ending at 1:07:55. Below is a summary of the discussion and vote for this agenda item.*

Stephanie Lamb, Program Manager, addressed the Council to provide details and information USAP Golden Ticket Block Party Grant Request as indicated above. The scoring information discussed is attached to the agenda. Ms. Lamb introduced Ms. Nagai and Mr. Tab to provide more information for the event.

Charlott Nagai of The HUB and David Tab, Tournament Director, addressed the Council to provide an overview of the event and details for the grant request mentioned above.

There were questions and discussions regarding structure for the tournament, number of players, total attendance, level of skill for players, costs, entry to event, previous event at the HUB, room nights, local vs. out-of-town attendees, clarification of the amount for the grant request, and productions success.

Kevin Robert made a motion for approval of a \$10,000.00 grant, seconded by Kimberly Evans, which carried unanimously.

9. TDC Grant Request - TAPS Vietnam Veterans Day Ceremony (S. Lamb)

TAPS Veterans Memorial of Clay County, FL | 2026 Vietnam Veterans Ceremony: March 28, 2026 at the TAPS Memorial, Historic Triangle.  
Requesting \$2,000

*Item Nine (9) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/March 4, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/March%204,%202026), beginning at 51:16 and ending at 55:41. Below is a summary of the discussion and vote for this agenda item.*

Stephanie Lamb, Program Manager, addressed the Council to provide details and information for the TAPS Vietnam Veterans Day Ceremony Grant Request as indicated above. The scoring information discussed is attached to the agenda. Ms. Lamb introduced David Treffinger to provide more details.

David Treffinger, President of the Vietnam Veterans Chapter 1059 and a Board Member of the TAPS Memorial, addressed the Council to provide more details about the event and the requested grant.

There were comments, questions, and discussions regarding the event's success and importance, as well as clarification of the date: March 28, 2026.

Deborah Beals made a motion to approve the requested \$2,000.00 grant, seconded by Neil Porter, which carried unanimously.

10. Knight's Boat Ramp & Marina - Fishing Pier Repairs and Renovations (T. Meyer/J. Pierce)

Fishing Pier Repairs and Renovations

- Pier Handrail System
- Pier Deck Replacement

*Item Ten (10) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/March 4, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/March%204,%202026), beginning at 1:07:59 and ending at 1:27:04. Below is a summary of the discussion and vote for this agenda item.*

Teddy Meyer, Director of Tourism, and Justin Piece, Director of Parks and Recreation, provided a PowerPoint Presentation to provide details and information for the request pertaining to the repairs/improvements at Knight's Boat Ramp and Marina - Fishing Pier Repairs and Renovations. See Attachment C.

There were questions and discussions regarding ownership of the property, responsibility for maintenance, funding source (TDC Reserves), benefits to Tourism, use of facilities, TDC Statute, responsibility of the TDC, number of docks/piers in Clay County, other/intentional projects to fund in the future from reserves, improving tourism, strategic plan, clarification for 5B statute language, authority for approving funding and clarification of the funding ask.

Kevin Robert made a motion to approve \$88,830.00, seconded by Adrian Andrews. More discussions were held regarding a plan for future reserve funding and recognition of the TDC for the improvements. The motion carried 6-1, with Kimberly Evans in opposition.

#### 11. Lake Geneva Restoration Project (T. Meyer/R. Smith)

The project focuses solely on selective tree and biomass removal within five designated restoration areas totaling 342 acres of Lake Geneva.

*Item Eleven (11) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/March 4, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/March%204,%202026), beginning at 1:27:07 and ending at 2:11:51. Below is a summary of the discussion and vote for this agenda item.*

Richard Smith, Director of Engineering; Scott Slater and Vivian Katz-James, Save-Our-Lakes Organization; and James Booth, Keystone Heights City Manager, presented a PowerPoint to provide details and information regarding the request for contributions for the Lake Geneva restoration project, as indicated above. See Attachment D.

There were comments, questions, and discussions regarding the advocacy for the lakes by Mr. Slater and Ms. Katz-James, public access points, timeline to turn on the pumps, ability to turn pumps on and off based on rain, opportunities for events at the lake, the low levels at the lake, restocking the lake, number of boats that can be accommodated, the dollar amount requested - \$140,000.00, funding source - reserves, and other funding contributions.

Karen Smith, Purchasing Director, addressed the Council to provide details on the funding request and project costs.

There were continued conversations, questions and discussions regarding avoiding the process of getting reserve request, involvement by other sources, opportunity for the TDC, the importance to remove the trees, size/number of trees to be removed, distance from the current water level vs. expected water level, TDC opportunities with the project, public boat ramp access, and clarification for costs and funding.

Following all discussions, Deborah Beals made a motion to approve up to \$140,000.00, seconded by Neil Porter, which carried 6-1, with Kimberly Evans in opposition.

## **Old Business**

### 12. Upcoming Events Update (S. Lamb)

Upcoming tourism events in Clay County.  
March 4, 2026 - May 6, 2026.

*Item Twelve (12) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/March 4, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/March%204,%202026), beginning at 2:11:52 and ending at 2:12:47. Below is a summary of the discussion.*

Stephanie Lamb, Program Manager, addressed the Council to provide details and information for the Upcoming Event update, noting that we are getting back into event season. Ms. Lamb mentioned the available QR code to view or submit your event, and a list of events is attached to the agenda. For more information, visit [exploreclay.com](http://exploreclay.com).

### **Events Highlighted:**

- Food Truck Fridays
- 10th Annual Strawberry Fest
- 2026 Spring Fling
- Clay County Fair
- 2026 ECO Fest

## **Adjournment**

There was a brief discussion regarding the next TDC meeting, which will be held on May 6, 2026, at 3:30 pm, skipping July and holding another meeting in September.

Hearing no further business, Chairman John Sgromolo adjourned the meeting at 5:46 pm.

Attest:

---

Committee Chairman

---

Recording Deputy Clerk

**Attachment**  
**“A”**  
**Advance Travel and Tourism**  
**Presentation**



# Tourism Development Council Report

# Report Summary.



**Paula Vann  
Introduction**

**Neighborhood  
Website Pages**

**Explore Clay  
Website  
Performance**

**Active & On  
The Horizon**

# Meet Paula Vann.

*“A proven leader in destination strategy and tourism growth”*



- **10+ years** driving impact in the tourism industry
- Former **Executive Director** of Tourist Development, Columbia County, FL
- Sr. Director of Client Success at Zartico (destination intelligence & data strategy)
- MBA, University of Florida
  - B.S. in Finance, University of Tennessee
- Based in **Lake City, FL**

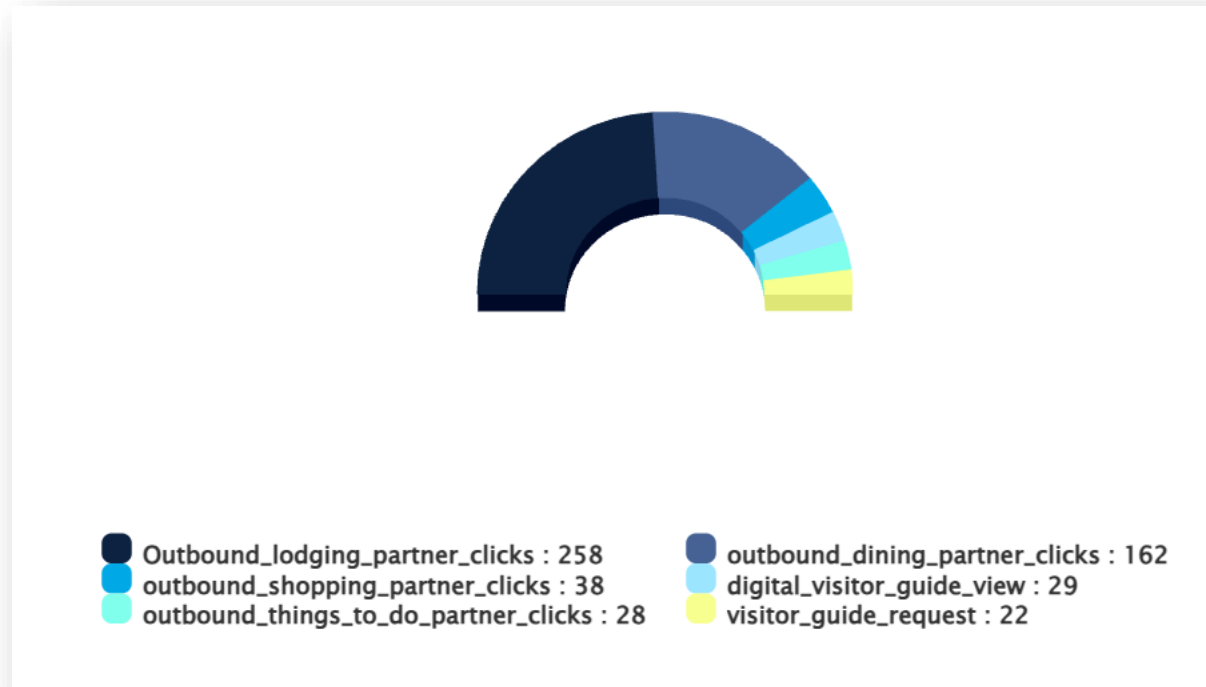
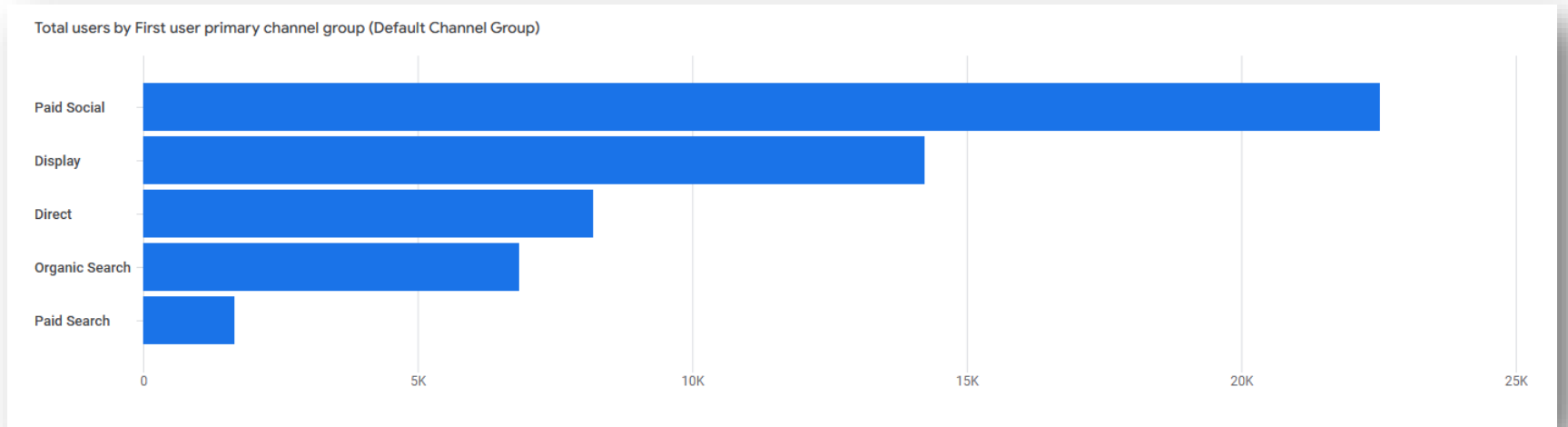
# New Neighborhood Website Pages.

- The **new** neighborhood landing pages showcase the unique character of each Clay County community.
- Encouraging **deeper exploration** of Clay County, FL.
- Helping **connect visitors** with local experiences, businesses, and attractions of each individual neighborhood/community.



# Potential Traveler Website Performance.

- Throughout January 2026 and February to-date there were **58K+** total potential travelers learning more about Explore Clay.
- **144K+** Explore Clay website pages were viewed.
- **537** intentional actions were performed, including **258** outbound clicks on Clay County lodging accommodations.



# Active & On the Horizon.

- Scottish Games Ticket Giveaway - Social Promotion
- Orange Park Mall Sky Banner
- Clay County Agricultural Fair Ticket Giveaway - Social Promotion



**THANK YOU!**

**Attachment**  
**“B”**  
**Airstream Ventures**  
**Presentation**



X



# QUARTERLY REPORT

SPORTS TOURISM PRESENTATION  
MARCH 2026



# Association Trips

Sports Conference which will connect us to sports tourism even organizers which will help us bring more events to Clay County.



**04/26**  
Las Vegas



**06/26**  
TBD



**10/26**  
Birmingham, AL



**10/26**  
Virginia Beach, VA



**12/26**  
Punta Gorda, FL



## Booked Events

- **Brand Name Athletes-Flag FB (Oct. 2025)**
- **American Cornhole League (Jan. 26)**
- **Minor League Golf Tour (Feb. 2026)**
- **Black Creek Showdown-FHSAA Girls Flag Football (Mar. 2026)**
- **US Senior Pickleball (Mar. 2026)**
- **Grit N Grind Flag Football (July/Aug 2026)**
- **Cross Country Invitational (Sept. 2026)**
- **World of Pickleball (Nov. 2026)**

## ADVANCED CONVERSATIONS

- **NCAA Symposium-Championship Events (2029)**
- **Premier Lacrosse League Camps (2026)**
- **USA Archery (2026-27)**
- **GameOn Triathlon (2026)**
- **Pro Watercross (2026)**
- **5v5 Soccer (2026)**
- **KC BBQ Society (2026)**
- **UFFL (2026)**
- **Grad Games (2026)**
- **FL JV FHSAA Lacrosse (2027)**
- **MCLA Lacrosse (2027)**
- **Freestyle Trampoline (2027)**
- **United Youth Sports (2027)**
- **Dock Dogs (2027)**
- **Inspire Dance-2<sup>nd</sup> Event (2027)**
- **Southern Pickleball (2027)**

## CONVERSATIONS

- **Last Paddler Standing (2027)**
- **College Club Sports Flag Football (2026-27)**
- **Sunshine State Athletics Assoc. (2026-27)**
- **National Interscholastic Cycling Assoc. (2026)**
- **American Darters Association (2026)**
- **Footgolf (2026)**
- **US Collegiate Calisthenics Org (2026)**
- **NAIA National Championships (2027-29)**
- **American Powerboat Association.(2026-27)**
- **IFlag (2027)**
- **US Cycling (2028)**



# Annual Contract

**JULY 2025 - JUNE 2026**

TOTAL VALUE  
\$114,480 Million

## EVENTS

**GOAL: 10**  
**ACTUAL: 3**

## ROOM NIGHTS

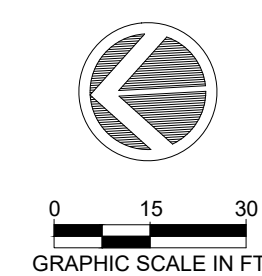
**GOAL: 3,000**  
**ACTUAL: 640**

## TOURISM IMPACT

**GOAL: \$2 MIL**  
**ACTUAL: \$314,000**

*(Room night values, impact values, marketing values)*

**Attachment**  
**“C”**  
**Knights Marina**  
**Presentation**



PROJECT:  
**KNIGHTS MARINA  
IMPROVEMENTS**

ADDRESS:  
1470 RIVER LANE GREEN  
COVE SPRINGS, FL 32043

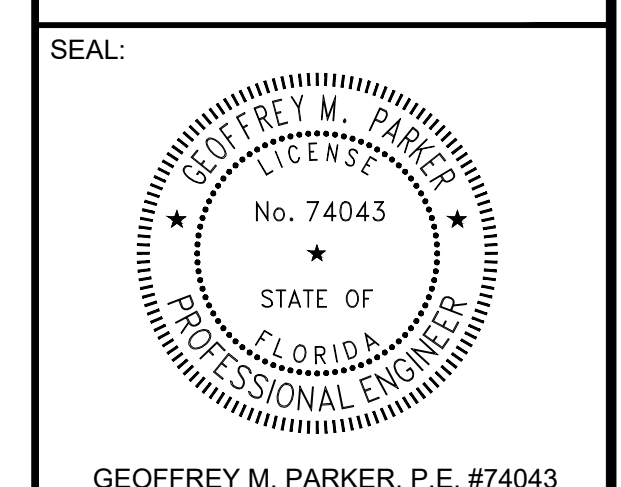
CLIENT:  
**CHEN MOORE AND  
ASSOCIATES**

ADDRESS:  
501 RIVERSIDE AVENUE,  
SUITE 501,  
JACKSONVILLE, FL 32202

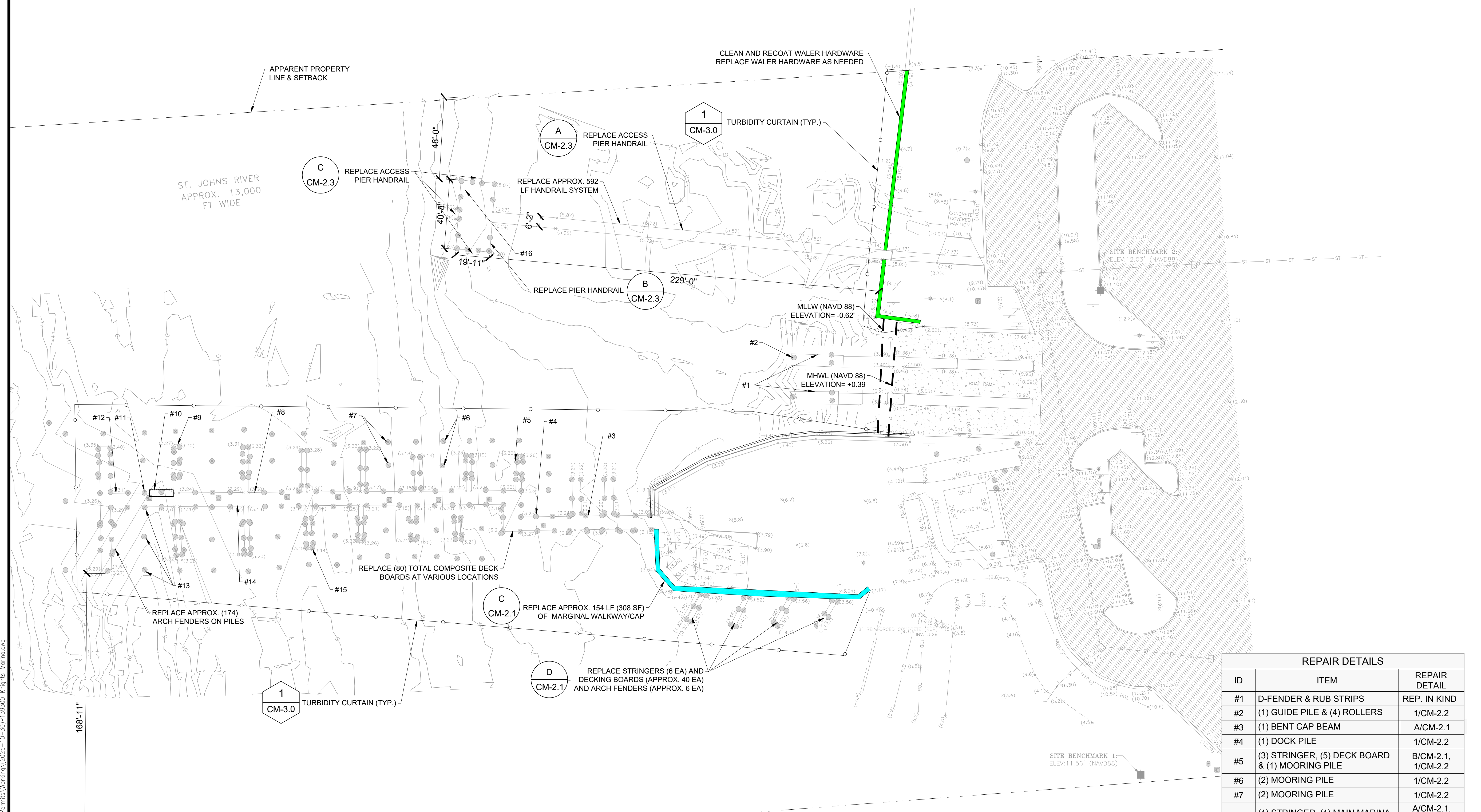
ENGINEER:  
**CUMMINS CEDERBERG**  
COASTAL & MARINE ENGINEERING  
201 ALHAMBRA CIRCLE, SUITE 601  
CORAL GABLES, FL 33134  
TEL: +1 305 741-6155 FAX: +1 305-974-1969  
WWW.CUMMINSCEDERBERG.COM  
COA # 29062

**CUMMINS | CEDERBERG**  
Coastal & Marine Engineering

THIS ITEM HAS BEEN DIGITALLY SIGNED AND  
SEALED BY GEOFFREY M. PARKER ON THE  
DATE ADJACENT TO THE SIGNATURE.  
  
PRINTED COPIES OF THIS DOCUMENT ARE  
NOT CONSIDERED SIGNED NOR SEALED.  
THE SIGNATURE MUST BE VERIFIED ON ANY  
ELECTRONIC COPIES.



GEOFFREY M. PARKER, P.E. #74043



- LEGEND:**
- CLEAN AND RECOAT WALER HARDWARE. REPALCE WALER HARDWARE AS NEEDED.
  - MARGINAL WALKWAY/CAP TO BE REPLACED

REPAIR QUANTITIES	
ITEM	QTY.
HANDRAIL SYSTEM	592 LF
DECK PLANK	260 EA
MARGINAL WALKWAY	154 LF / 308 SF
STRINGER	32 EA
BENT CAP BEAM	3 EA
TIMBER PILE	13 EA
PILE ARCH-FENDERS	198 EA
D-FEND./RUB STRIPS	120 LF
PILE GUIDE/ROLLERS	1 EA

REPAIR DETAILS		
ID	ITEM	REPAIR DETAIL
#1	D-FENDER & RUB STRIPS	REP. IN KIND
#2	(1) GUIDE PILE & (4) ROLLERS	1/CM-2.2
#3	(1) BENT CAP BEAM	A/CM-2.1
#4	(1) DOCK PILE	1/CM-2.2
#5	(3) STRINGER, (5) DECK BOARD & (1) MOORING PILE	B/CM-2.1, 1/CM-2.2
#6	(2) MOORING PILE	1/CM-2.2
#7	(2) MOORING PILE	1/CM-2.2
#8	(1) STRINGER, (1) MAIN MARINA PILE & (2) BENT CAP BEAM	A/CM-2.1, 1/CM-2.2, A/CM-2.1
#9	(3) STRINGER & (2) DECK BOARD	B/CM-2.1, 2/CM2.2
#10	(20) DECK BOARD	A/CM-2.1
#11	(2) DOCK PILE	1/CM-2.2
#12	(1) STRINGER	A/CM2.1
#13	(2) MOORING PILE	1/CM-2.2
#14	(1) DOCK CLEAT	2/CM-2.2
#15	(1) MOORING PILE	1/CM-2.2
#16	(2) DECK BOARD	A/CM-2.1

NO.	DATE	ISSUE	100% CONSTRUCTION DRAWINGS	SUBMISSION/REVISION
1	10/30/2025	ISSUE		

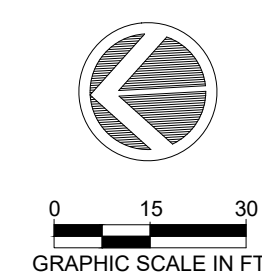
CC PROJECT NO: 139300  
DRAWN: XRM  
CHECKED: CLK  
SCALE: REFERS TO 22X34 SHEET

SHEET TITLE

**REPAIR PLAN**

**CM-1.5**

NOTE:  
SURVEY BY SURVEYING AND MAPPING, LLC. DATED 06/27/24 SHOWN FOR REFERENCE ONLY. NTS.  
ELEVATIONS ARE IN U.S. FEET AND REFERENCED TO THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88)



PROJECT:  
**KNIGHTS MARINA  
IMPROVEMENTS**

ADDRESS:  
1470 RIVER LANE GREEN  
COVE SPRINGS, FL 32043

CLIENT:  
**CHEN MOORE AND  
ASSOCIATES**

ADDRESS:  
501 RIVERSIDE AVENUE,  
SUITE 501,  
JACKSONVILLE, FL 32202

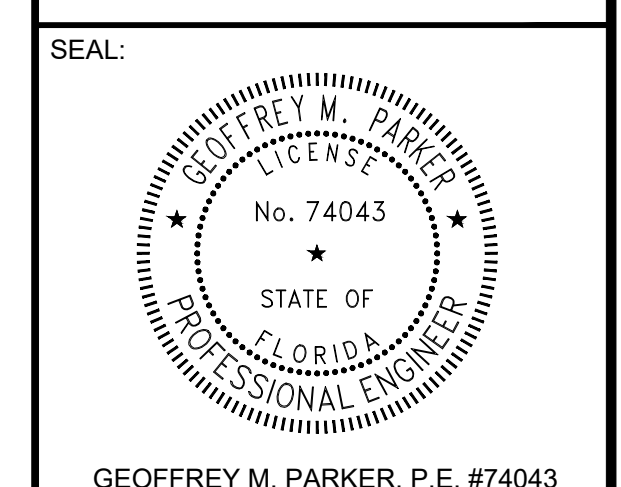
ENGINEER:  
**CUMMINS CEDERBERG  
COASTAL & MARINE ENGINEERING**

201 ALHAMBRA CIRCLE, SUITE 601  
CORAL GABLES, FL 33134  
TEL: +1 305 741-6155 FAX: +1 305-974-1969  
WWW.CUMMINSCEDERBERG.COM  
COA # 29062

**CUMMINS | CEDERBERG**  
Coastal & Marine Engineering

THIS ITEM HAS BEEN DIGITALLY SIGNED AND  
SEALED BY GEOFFREY M. PARKER ON THE  
DATE ADJACENT TO THE SIGNATURE.

PRINTED COPIES OF THIS DOCUMENT ARE  
NOT CONSIDERED SIGNED NOR SEALED.  
THE SIGNATURE MUST BE VERIFIED ON ANY  
ELECTRONIC COPIES.

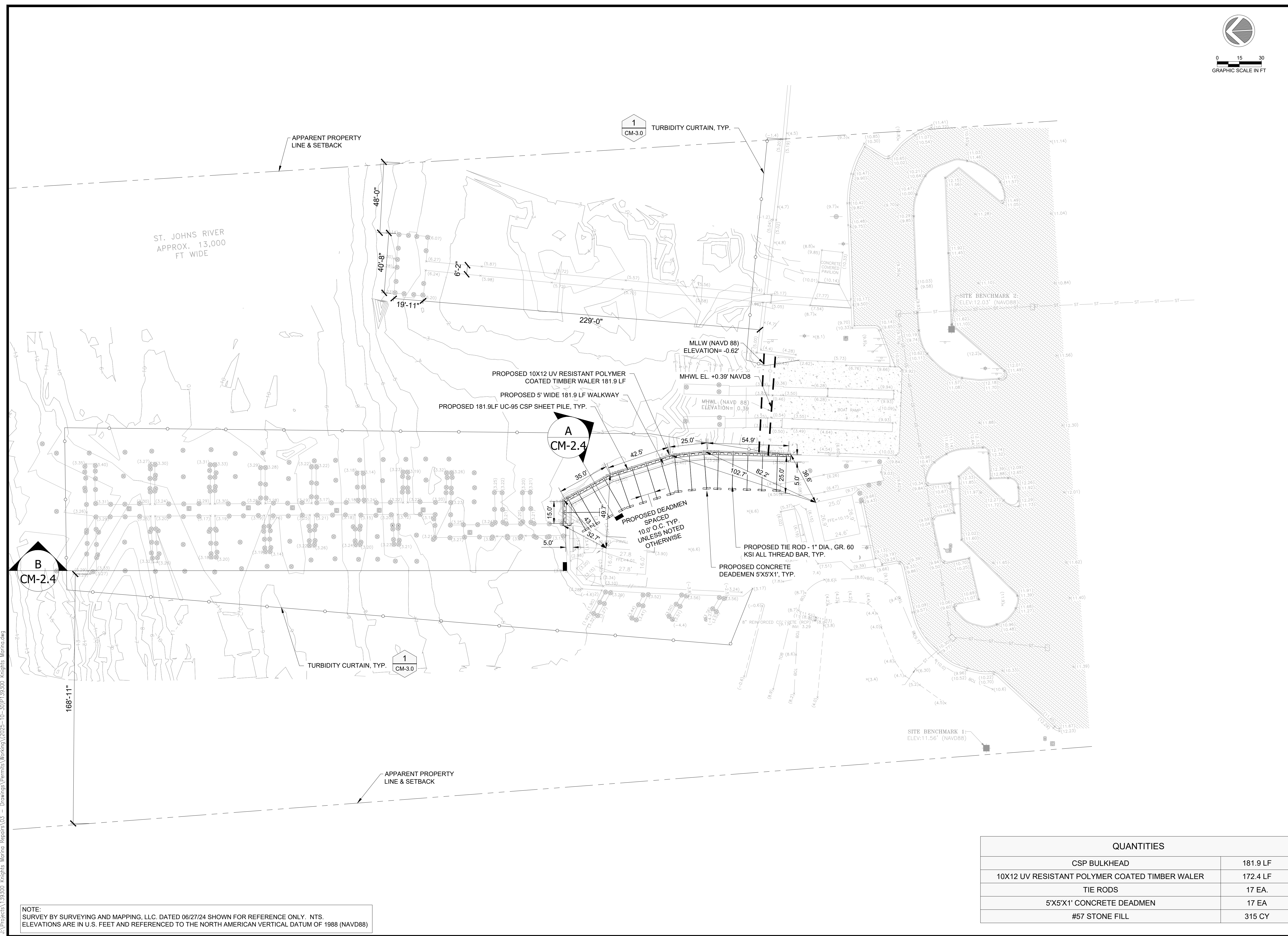


NO.	DATE	ISSUE	DESCRIPTION
1	10/30/2025	ISSUE	100% CONSTRUCTION DRAWINGS
			SUBMISSION / REVISION

CC PROJECT NO:	139300
DRAWN	XRM
CHECKED	CLK
SCALE	REFERS TO 22X34 SHEET

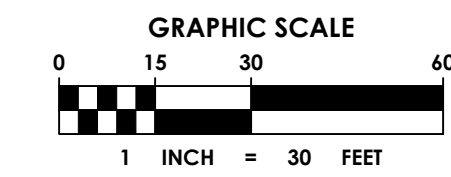
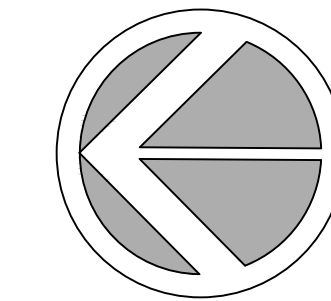
SHEET TITLE  
**PROPOSED PLAN**

**CM-2.0**



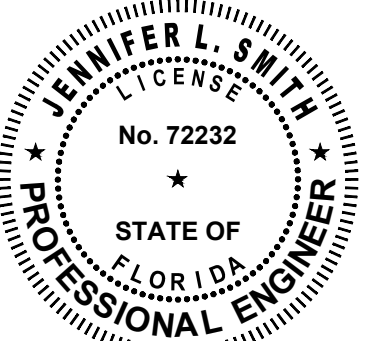
QUANTITIES	
CSP BULKHEAD	181.9 LF
10X12 UV RESISTANT POLYMER COATED TIMBER WALER	172.4 LF
TIE RODS	17 EA.
5'X5'X1' CONCRETE DEADMEN	17 EA
#57 STONE FILL	315 CY

NOTE:  
SURVEY BY SURVEYING AND MAPPING, LLC. DATED 06/27/24 SHOWN FOR REFERENCE ONLY. NTS.  
ELEVATIONS ARE IN U.S. FEET AND REFERENCED TO THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88)



REGISTRATION

JENNIFER L. SMITH, PE  
LICENSE NO. 72232  
DATE: 03/06/25



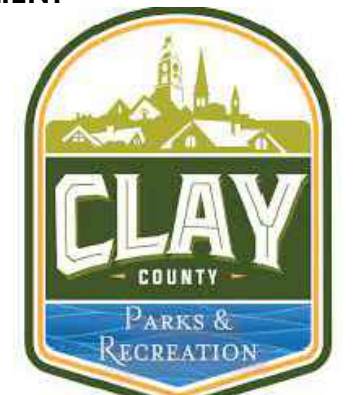
THIS SEAL IS ONLY VALID ON PRINTED COPIES THAT ARE DATED WITH THE LICENSEE'S ORIGINAL HAND SIGNATURE. SCANNED OR ELECTRONIC COPIES ARE NOT CONSIDERED SIGNED AND SEALED.

LEGEND

- RIGHT-OF-WAY LINE
- CENTER LINE
- EXISTING TOP OF BANK
- - - - - EXISTING CHAIN-LINK FENCE
- - - - - EXISTING OVERHEAD ELECTRIC
- - - - - EXISTING BURIED ELECTRIC
- - - - - EXISTING GAS
- - - - - EXISTING FORCE MAIN
- - - - - EXISTING WATER MAIN
- - - - - EXISTING STORM DRAIN
- x (8.50) EXISTING ELEVATION
- ⊙ EXISTING LIGHT POLE
- ⊙ EXISTING UTILITY POLE
- ⊙ EXISTING GUY WIRE
- ⊙ EXISTING GOAL POST
- ⊙ EXISTING SINGLE POST SIGN
- ⊙ EXISTING FLAG POLE
- ⊙ EXISTING CLEANOUT
- ⊙ EXISTING WATER METER
- ⊙ EXISTING TREES
- ▨ EXISTING ASPHALT
- ▨ EXISTING CONCRETE
- ▨ PROPOSED CONCRETE
- ▨ PROPOSED SOD
- ▨ PROPOSED ASPHALT
- ▨ PROPOSED GRAVEL



CLIENT



PROJECT INFORMATION

**KNIGHTS MARINA REDEVELOPMENT**

GREEN COVE SPRINGS, FLORIDA  
32043

PROJECT NUMBER  
24-0543.00004

CLIENT PROJECT NUMBER

VERIFY SCALES



IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY

REVISIONS

DATE OF ISSUE  
11/12/2025

DESIGNED BY  
JS

DRAWN BY  
JH

CHECKED BY  
JS

DRAWING TITLE

CIVIL SITE PLAN

DRAWING NUMBER

**C1.01**

13 OF 15

VERTICAL DATUM INFORMATION  
ALL ELEVATIONS SHOWN ARE IN NATIONAL VERTICAL DATUM OF 1988 (NAVD88)

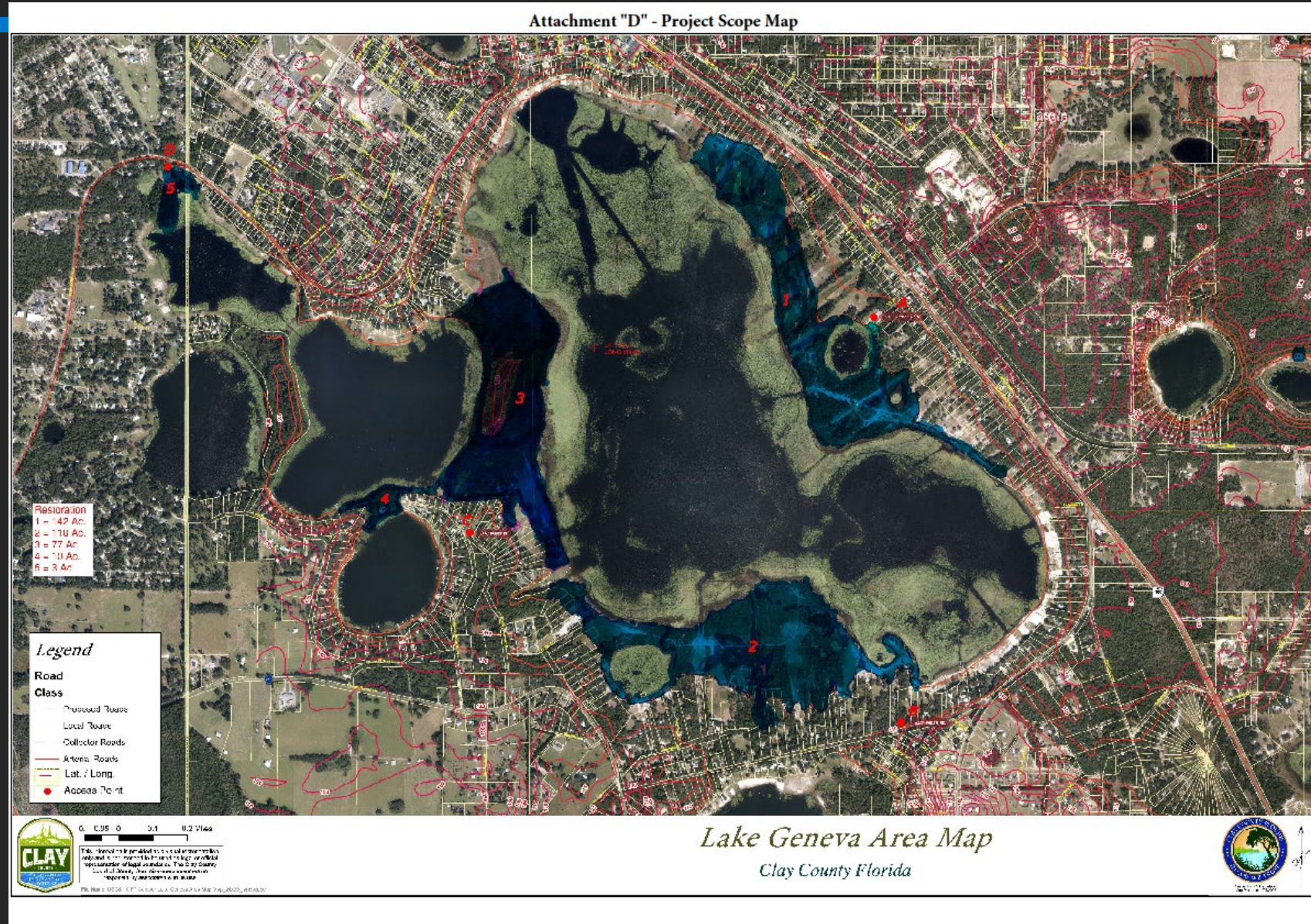
**Sunshine811**  
Call 811 or www.sunshine811.com two full business days before digging to have utilities located and marked.  
Check positive response codes before you dig!

100% SUBMITTAL

**Attachment  
“D”  
Lake Geneva  
Presentation**

# LAKE GENEVA RESTORATION PROJECT

MARCH 4, 2026



# AGENDA



Lake Geneva Background



Amenities on Lake Geneva



Black Creek WRD Project



Next Steps





## LAKE GENEVA BACKGROUND

Size: 1,600 acres

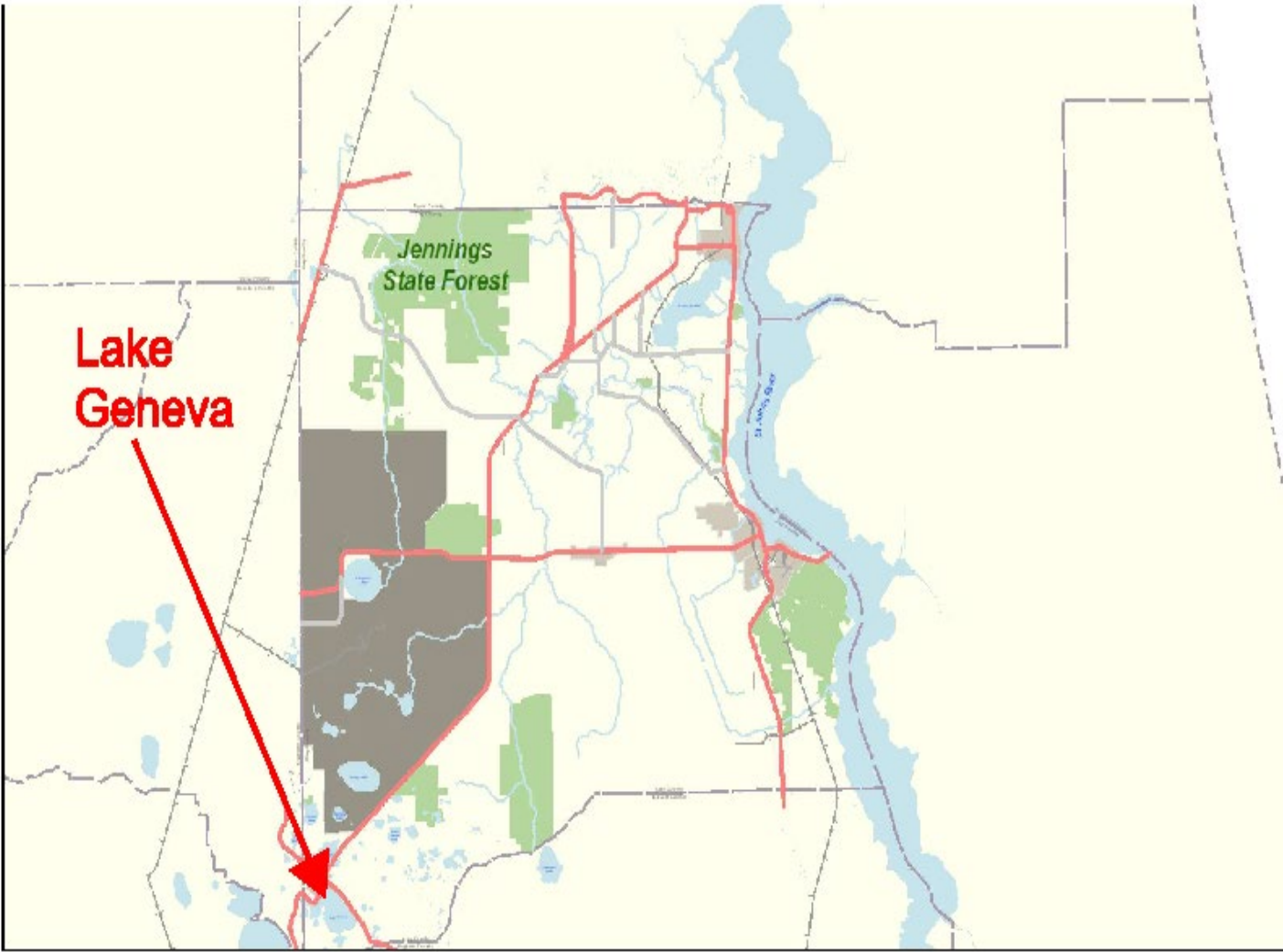
Location: Southeast quadrant of the intersection of State Road 100 and State Road 21 in southern Clay County, with a portion in eastern Bradford County

Importance: Major recharge area for the Floridan Aquifer

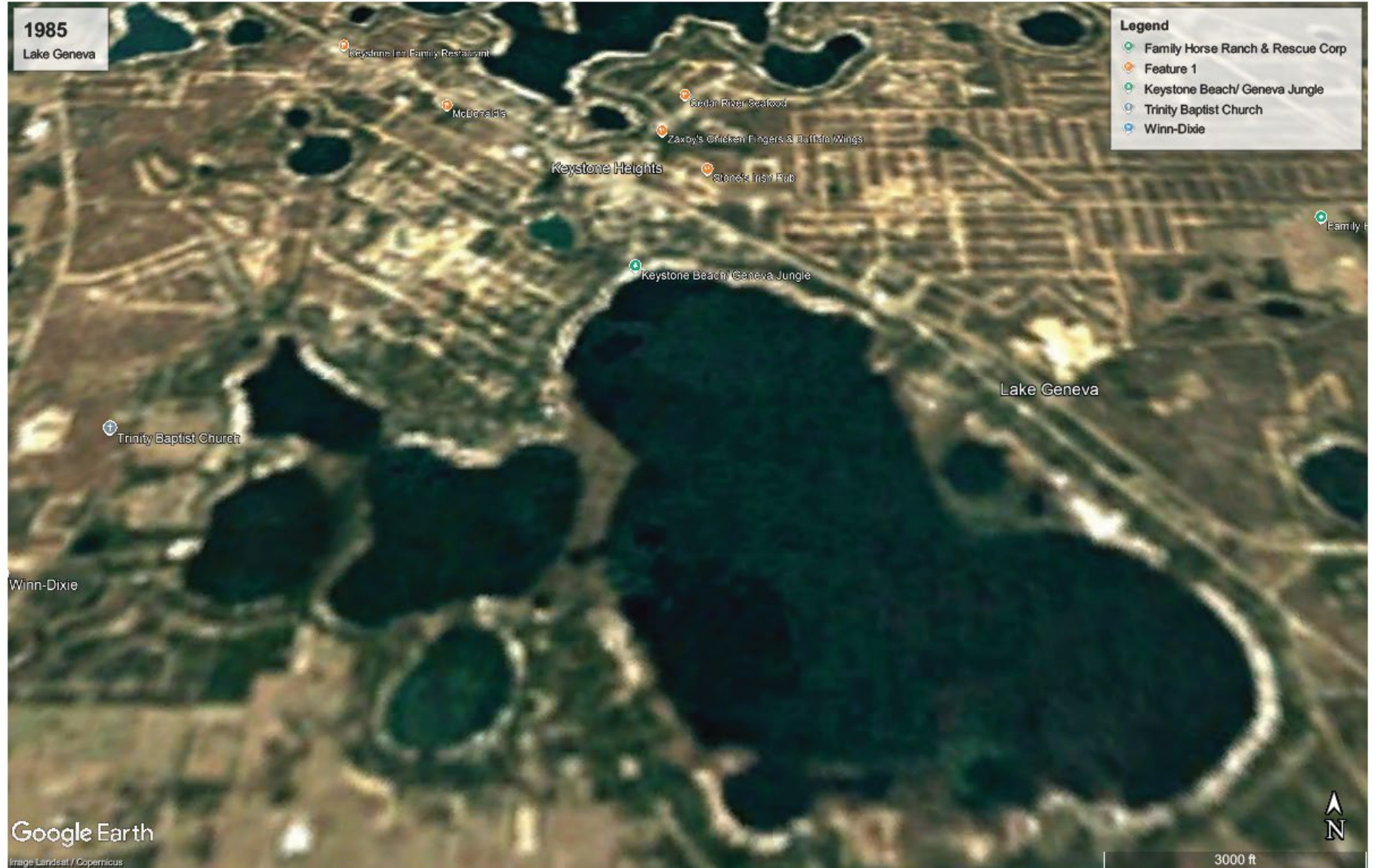
Natural Amenities: Clear water, sand bottom, historically good swimming, fishing, and boating lake



# VICINITY MAP



# 1985 AERIAL



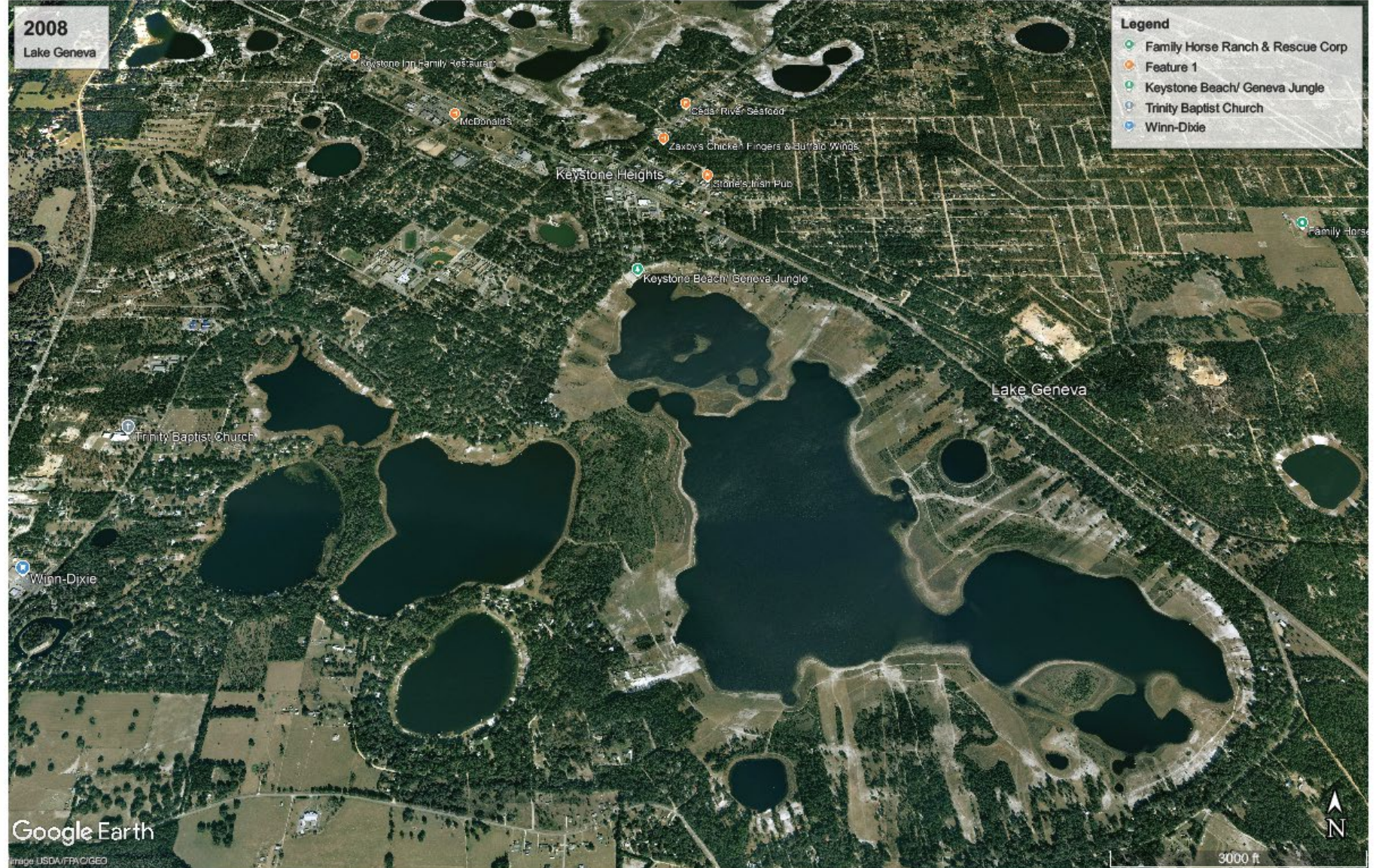
# 1999 AERIAL



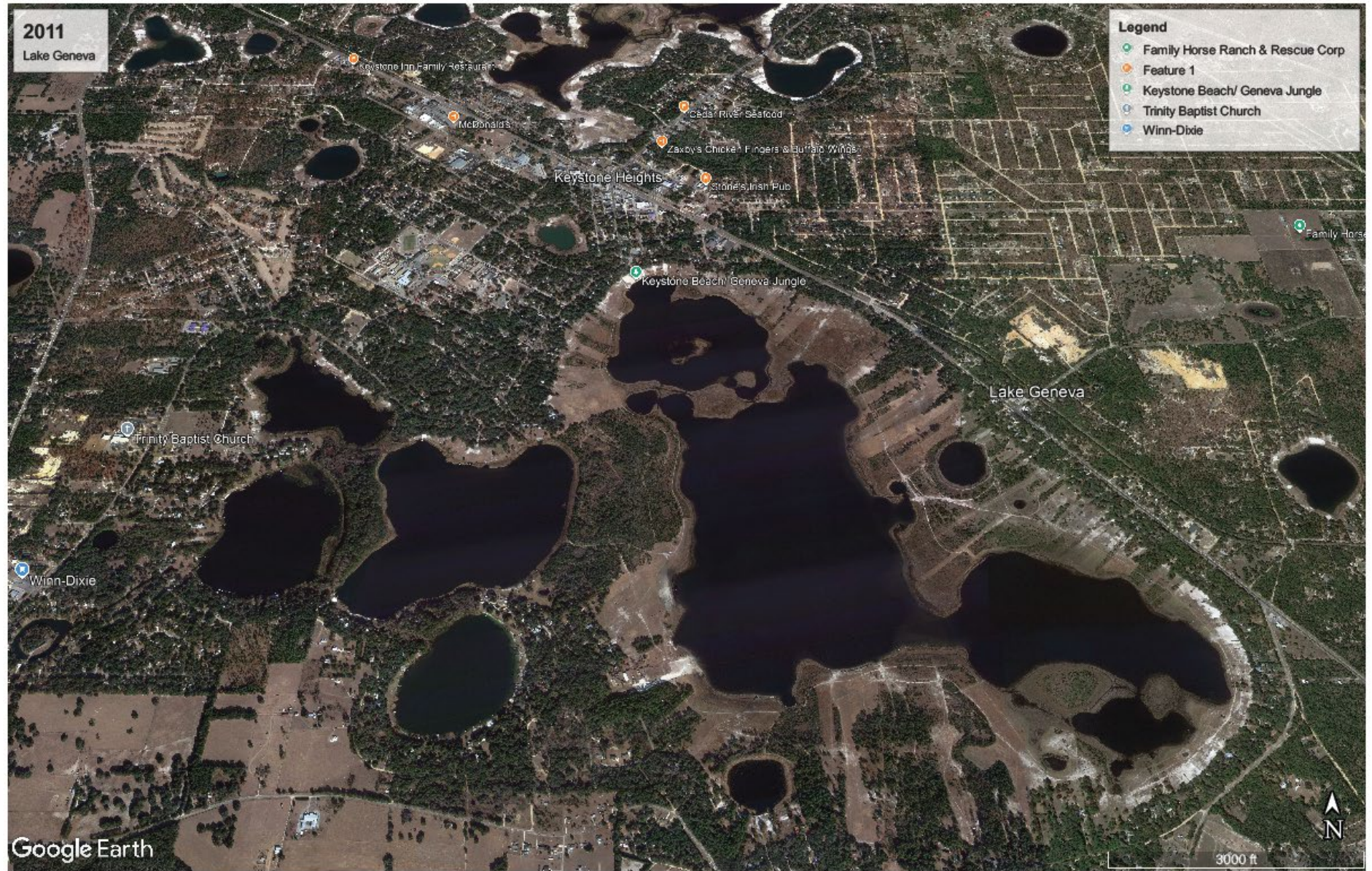
# 2004 AERIAL



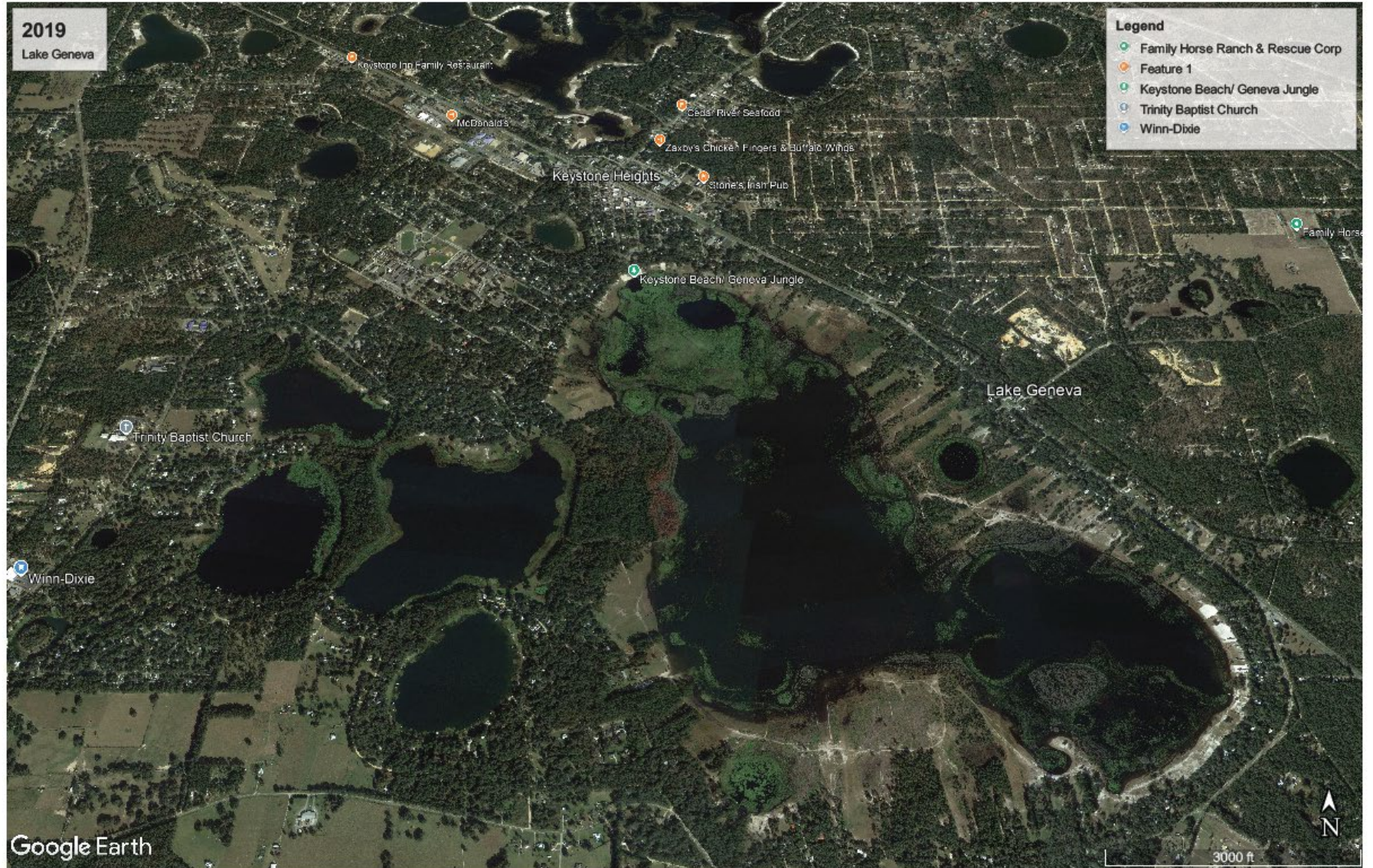
# 2008 AERIAL



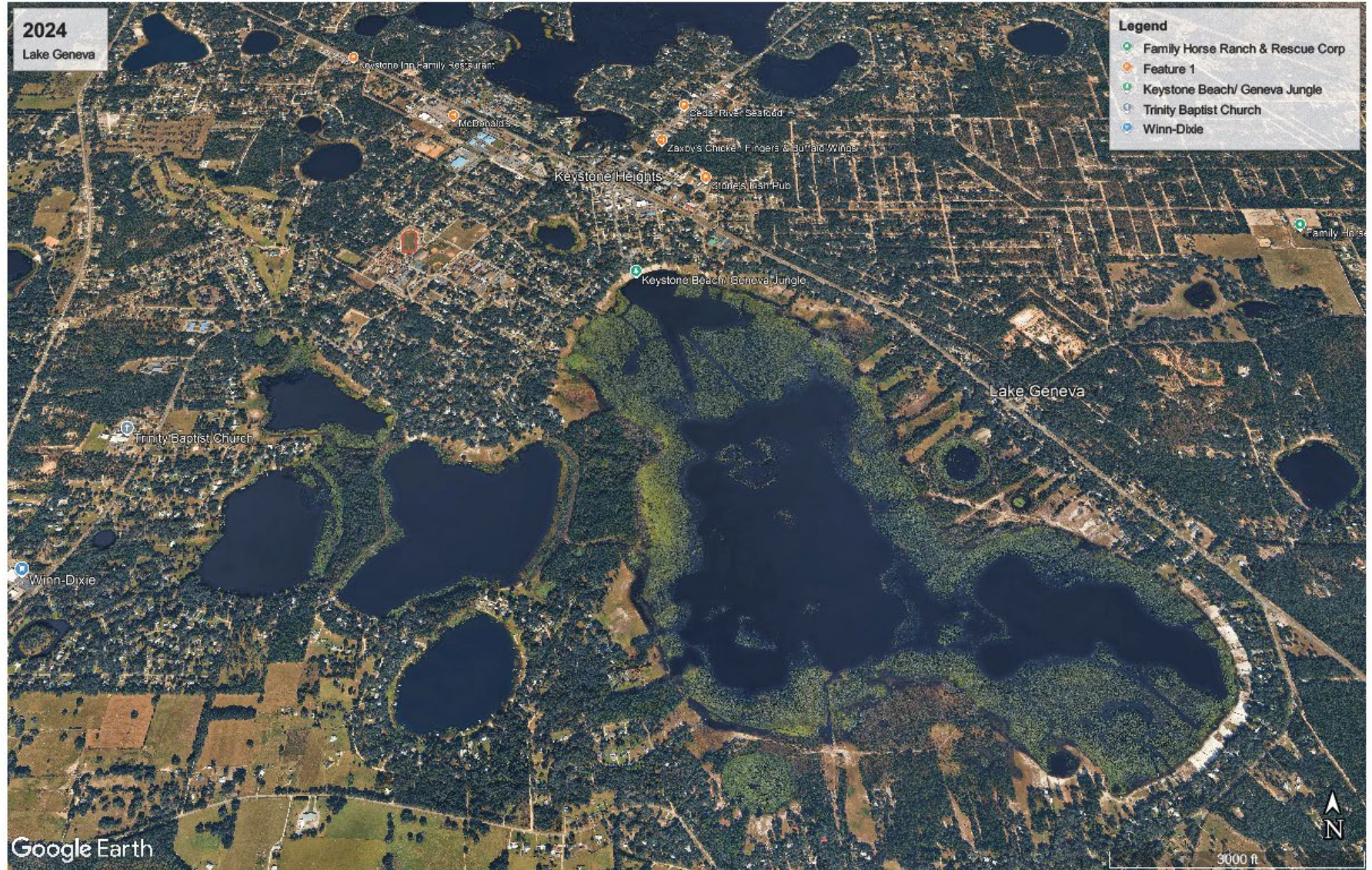
# 2011 AERIAL



# 2019 AERIAL



# 2024 AERIAL





## AMENITIES ON LAKE GENEVA

- Paved boat ramp located at 5<sup>th</sup> Street, directly off of State Road 100 (County owned)
- Keystone Heights Pavilion located at Lakeview Drive @ Lawrence Boulevard (SR 21) (City owned)
- Kayak Launch Area located at 7831 State Road 21 (County owned)



# BLACK CREEK WATER RESOURCE DEVELOPMENT PROJECT



- The project will pump up to 10 million gallons per day of water from the south fork of Black Creek to a passive treatment system located near Treat Road at Camp Blanding
- The treatment system will discharge into Alligator Creek and ultimately the interconnected system of lakes including Brooklyn Lake, Keystone Lake , Lake Geneva, and Oldfield Pond
- Projected water levels:
- Brooklyn Lake – 100 year stage: 116.3  
elevation to empty to Keystone Lake: 113.7  
current elevation: 106+/-
- Keystone Lake – 100 year stage: 110.1  
elevation to empty to Lake Geneva: 107.2  
current elevation: 94.5+/-
- Lake Geneva – 100 year stage: 106.1  
elevation to empty to Oldfield Pond: 104.7  
current elevation: 94.0+/-





THANK YOU FOR ATTENDING



***Questions?***



Agenda Item  
Clay County Board of County Commissioners

Clay County Administration Building  
Tuesday, May 26 4:00 PM

TO: Board of County  
Commissioners

DATE:

FROM: Aubrey Scott,  
Human Resources  
Manager

SUBJECT:

AGENDA ITEM  
TYPE:

---

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	5/20/2026 - 3:16 PM	Item Pushed to Agenda