

# City of Winter Haven Journal Report

Department	Number/ Status	Journal Type	Sub Ledger	G/L Date	Description	Source	Reference	Reclassification Journal Type
111 - Finance	2020-00005585	BA	GL	05/01/2020	Budget entry to MLK Blvd funding for additional work	mz for ctb		
	Posted							
G/L Date	G/L Account Number	Account Description			Description	Source	Increase Amount	Decrease Amount
05/01/2020	301-381000-001	Transfer from General Fund			Budget entry to MLK Blvd funding for additional work	mz for ctb	60,000.00	
05/01/2020	301-381000-109	Transfer from Florence Villa CRA			Budget entry to MLK Blvd funding for additional work	mz for ctb	15,000.00	
05/01/2020	301-381000-114	Transfer from Impact Fee Fund			Budget entry to MLK Blvd funding for additional work	mz for ctb	32,391.00	
05/01/2020	301-381000-404	Transfer from Stormwater			Budget entry to MLK Blvd funding for additional work	mz for ctb	21,042.00	
05/01/2020	301-381000-406	Transfer from Dark Fiber Fund			Budget entry to MLK Blvd funding for additional work	mz for ctb	5,645.00	
05/01/2020	301-80-205-4605	Rep & Mtn Spec-Bud Detailed Only			Budget entry to MLK Blvd funding for additional work	mz for ctb	134,078.00	
Number of Entries: 6							\$268,156.00	\$0.00

Mary, please post this "B-U-D-G-E-T" ENTRY

301-381000-001	60,000.00
301-381000-109	15,000.00
301-381000-114	32,391.00
301-381000-404	21,042.00
301-381000-406	5,645.00
301-80-205-4605	134,078.00

The City Commission on April 13, 2020 authorized the transfer of ~~the~~ monies to the Transportation Fund to complete the additional work on MLK Blvd.

Thanks  
CTB  
5-1-20

"

BUDGET

ENTRY"

# WINTER HAVEN

## *The Chain of Lakes City*

### REGULAR CITY COMMISSION MEETING

MONDAY, APRIL 13, 2020

6:00 PM

Via Communications Media Technology pursuant to R-20-25  
City Hall, John Fuller Auditorium  
451 Third Street NW  
Winter Haven, FL 33881

1. **CALL TO ORDER** - Bradley T. Dantzler, Mayor
2. **INVOCATION** - Travis Edwards, Parks, Recreation & Culture Director
3. **PLEDGE OF ALLEGIANCE** - Vanessa Castillo, MMC, City Clerk
4. **PRESENTATIONS**
  - 4.A. **COVID - 19 Update - Chief Charlie Bird, Public Safety Director**

*Staff Contact: Brittany Overstreet, Senior Executive Assistant, [boverstreet@mywinterhaven.com](mailto:boverstreet@mywinterhaven.com)*
  - 4.B. **Parental Alienation Awareness Month Proclamation - Kids Need Both**

*Staff Contact: Vanessa Castillo, MMC, City Clerk, [vcastillo@mywinterhaven.com](mailto:vcastillo@mywinterhaven.com)*

[Proclamation](#)
  - 4.C. **2020 Earth Day Proclamation - Natural Resources Division**

*Staff Contact: Mary Thornhill, Natural Resources Specialist, [mthornhill@mywinterhaven.com](mailto:mthornhill@mywinterhaven.com)*

[Proclamation](#)
  - 4.D. **Resolution R-20-24 - COVID-19 Aspirational**

*Staff Contact: Brittany Overstreet, Senior Executive Assistant, [boverstreet@mywinterhaven.com](mailto:boverstreet@mywinterhaven.com)*

[Resolution R-20-24 - COVID-19 Aspirational](#)  
[Exhibit A to Resolution R-20-24](#)
5. **ROLL CALL** - Vanessa Castillo, MMC, City Clerk
6. **MINUTES**
  - 6.A. **March 18, 2020 Special City Commission Meeting Minutes**

*Staff Contact: Vanessa Castillo, MMC, City Clerk, [vcastillo@mywinterhaven.com](mailto:vcastillo@mywinterhaven.com)*

[2020-03-18 DRAFT Special City Commission Meeting Minutes with Attachment](#)

**6.B. March 18, 2020 City Commission Agenda Review Session Minutes**

*Staff Contact: Vanessa Castillo, MMC, City Clerk, vcastillo@mywinterhaven.com*

[2020-03-18 DRAFT Agenda Review Session Minutes with Attachment](#)

**6.C. March 23, 2020 Regular City Commission Meeting Minutes**

*Staff Contact: Vanessa Castillo, MMC, City Clerk, vcastillo@mywinterhaven.com*

[2020-03-23 DRAFT Regular City Commission Meeting Minutes with Attachments](#)

**7. COMMENTS FROM THE AUDIENCE**

**8. ORDINANCE(S) - SECOND READING - PUBLIC HEARING**

**9. CONSENT AGENDA**

**9.A. Award of Contract to Insituform Technologies, Inc. (Chesterfield, Missouri), for Wastewater Treatment Plant #2 Gravity Main Rehabilitation 2020**

*Staff Contact: Gary M Hubbard, Utility Services Department Director, ghubbard@mywinterhaven.com*

[Summary - Award of Contract to Insituform Technologies, Inc. \(Chesterfield, Missouri\)](#)

[ITB-20-03 Bid Tabulation Sheet](#)

[ITB-20-03 Recommendation of Award dated March 6, 2020](#)

**9.B. Award of Contract to Jones Edmunds & Associates (Winter Haven, Florida) for Update to Risk and Resilience Assessment and Emergency Response Plan**

*Staff Contact: Gary M Hubbard, Utility Services Department Director, ghubbard@mywinterhaven.com*

[Summary - Award of Contract to Jones Edmunds & Associates](#)

[RFQ-19-48 Recommendation of Award dated December 4, 2019](#)

[Scope of Services, Jones Edmunds and Associates dated March 6, 2020](#)

[Agreement - Jones Edmunds and Associates](#)

**9.C. Award of Contract to Hydromax USA, LLC (Plant City, Florida) for City Wide Valve Exercising and Unidirectional Water Line Flushing Program**

*Staff Contact: Gary M Hubbard, Utility Services Department Director, ghubbard@mywinterhaven.com*

[Summary - Award of Contract to Hydromax USA, LLC, \(Plant City, Florida\), for City Wide Valve Exercising and Unidirectional Water Line Flushing Program](#)

[Valve and Flushing Program 2020 Hydromax USA, LLC](#)

[Contract - Palm Beach County](#)

[Procurement - Piggyback Contract Approval](#)

[Hydromax - First Amendment to Contract](#)

**9.D. Award of Contract to Wright-Pierce (Maitland, Florida) for Cypresswood Water Treatment Plant Phase Two, Planning, Design, Construction, Engineering and Inspection Documents**

**Staff Contact:** Gary M Hubbard, Utility Services Department Director, [ghubbard@mywinterhaven.com](mailto:g Hubbard@mywinterhaven.com)

[Summary - Award of Contract to Wright-Pierce \(Maitland, Florida\), for Cypresswood Water Treatment Plant Phase Two, Planning, Design, Construction, Engineering and Inspection Documents Professional Consulting Agreement, Scope of Work, Cypresswood Water Treatment Plant Improvements, Phase Two, Wright-Pierce, March 18, 2020](#)

#### **9.E. Wastewater Treatment Plant #3 Belt Press Rehabilitation**

**Staff Contact:** Gary M Hubbard, Utility Services Department Director, [ghubbard@mywinterhaven.com](mailto:g Hubbard@mywinterhaven.com)

[Summary - Wastewater Treatment Plant #3 Belt Press Rehabilitation](#)  
[Quote from Alfa Laval, Inc.](#)  
[Sole Source Approval](#)  
[Agenda Item 9E WWTP#3-Belt Press Rehabilitation Power Point Slide](#)

#### **9.F. City Hall Annex East and Federal Building Roof Replacement**

**Staff Contact:** Travis W. Edwards, Parks, Recreation & Culture Director, [tedwards@mywinterhaven.com](mailto:tedwards@mywinterhaven.com)

[Summary - Roof Replacement](#)  
[City of Winter Haven Piggyback Purchase Approval](#)

#### **9.G. Martin Luther King Jr. Blvd. Roadway Project Contract Adjustment**

**Staff Contact:** Michael Carnevale, Public Works Department Director, [MCarnevale@MyWinterHaven.com](mailto:MCarnevale@MyWinterHaven.com)

[Summary - MLK BLVD. project contract adjustment](#)  
[Hubbard Construction Company Additional Work Table](#)  
[Pictures of Work Products](#)  
[Change Order Form](#)

#### **9.H. Purchase of Public Works Vehicles**

**Staff Contact:** Michael Carnevale, Public Works Director, [MCarnevale@MyWinterHaven.com](mailto:MCarnevale@MyWinterHaven.com)

[Summary - Purchase of Public Works Vehicles](#)  
[Quote for Vacuum Truck](#)  
[Brochure for Vacuum Truck](#)  
[Sourcewell Participation Agreement for Vacuum Truck](#)  
[Quote for Claw Truck with Route Assist](#)  
[Quote for 30 yard Claw Truck](#)  
[Quote for F-350 with Parkan Split Body Dump Bed](#)

#### **9.I. Pavement Management Toolbox Contract Award**

**Staff Contact:** Michael Carnevale, Public Works Director, [mcarnevale@mywinterhaven.com](mailto:mcarnevale@mywinterhaven.com)

[Summary - Pavement Management Toolbox Contract Award](#)  
[ITB-20-16 Recommendation of Award](#)  
[Pavement Management Toolbox Bid Tab \(color coded\)](#)  
[Pavement Management Program Toolbox Specifications](#)  
[Map of Priority Roads](#)

List of Priority Roads

10. **RESOLUTION(S)**

10.A. R-20-28 - Burn Ban

*Staff Contact: David Knowles , Deputy Fire Chief , dknowles@mywinterhaven.com*

[Summary - Resolution R-20-28](#)

[R-20-28](#)

[Declaration of Fire Department Burn Ban No. 20-01](#)

11. **ORDINANCE(S) - FIRST READING**

11.A. O-20-11 - Request by Richard E. Devore to rezone a parcel from Highway Commercial (C-3) zoning district to Multifamily Residential- High Density (R-5) zoning district.

*Staff Contact: Sean Byers, Planning Manager, sbyers@mywinterhaven.com*

[Summary - Ordinance O-20-11](#)

[O-20-11](#)

11.B. O-20-12 - Request by 628 12 2006 Trust to rezone a parcel from Highway Commercial (C-3) zoning district to Mixed Use (MX) zoning district.

*Staff Contact: Sean Byers, Planning Manager, sbyers@mywinterhaven.com*

[Summary - Ordinance O-20-12](#)

[O-20-12](#)

12. **NEW BUSINESS**

13. **CITY COMMISSIONERS/LIAISON REPORTS**

14. **CITY ATTORNEY REPORT**

15. **CITY MANAGER REPORT**

16. **ASSISTANT CITY MANAGER REPORT**

17. **CITY CLERK REPORT**

18. **DEVELOPMENTS OF NOTE**

19. **EMERGENCY MATTERS NOT RECEIVED FOR THE AGENDA**

20. **ADJOURNMENT**

If a person decides to appeal any decision made by the Commission with respect to any matter considered at such meeting or hearing, they will need a record of the proceedings, and that, for such purpose, they may need to ensure that a verbatim record of the proceeding is made which record includes the testimony and evidence upon which the appeal is to be based (FS 286.0105). In accordance with the Americans with Disabilities Act and Florida Statutes, Section 286.26, persons with disabilities needing special accommodations to participate in this proceeding, should contact the City Clerk's Office, 451 Third Street, NW, Winter Haven, Florida 33881, in writing, not later than 48 hours prior to the proceeding; if not in writing, then not later than four (4) days prior to the proceeding at (863) 291-5600. Vision or hearing impaired please call (800) 955-8771 for assistance.

*Regular City Commission Meeting*  
*April 13, 2020*

**CITY OF WINTER HAVEN FACT SHEET**  
**CITY COMMISSION MEETING**  
**April 13, 2020**

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**DATE:** March 31, 2020

**TO:** Honorable Mayor and City Commissioners

**VIA:** Mike Herr, City Manager  
T. Michael Stavres, Assistant City Manager

**FROM:** M.J. Carnevale, Public Works Department Director

**SUBJECT:** Martin Luther King Jr. Blvd. Roadway Improvement Project Contract Adjustment

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**BACKGROUND:**

The City has made significant improvements to Martin Luther King Jr. Blvd. (MLK Blvd.) as part of its Transportation Improvement Program (TIP). MLK Blvd. from 1st Street North to 11<sup>th</sup> Street NE is defined by the Polk Transportation Planning Organization (TPO) as an Urban Collector roadway with an Annual Average Daily Traffic volume of 7,100, one of the highest in the City. The portion of the road that has been improved is approximately 1 mile in length and consists of a two lane asphalt paved roadway with concrete curb and gutter, sidewalks, and streetscaping within the median and the right of way.

The 2018 City-wide survey of existing Pavement Condition Index (PCI) identified this roadway as having some of the lowest scores City wide. The east bound lane is the older of the two and was in particularly poor condition. This lane had approximately two inches of asphalt pavement with varying thickness of lime rock base. To repair this lane, a full depth reclamation (FDR) was performed through portions of the roadway completely rebuilding the lane from the base up. The west bound lane had a newer more substantial base and received a traditional mill and resurface. Due to the diligence of staff and the Contractor, Hubbard construction, this project was completed ahead of schedule minimizing the impact to the community.

Once the contract was awarded staff worked with the contractor to develop a strategy to address other ancillary improvements to further enhance the corridor. These improvements are as follows:

- Drainage Enhancements
  - Curbing is a major component of the drainage system and in this corridor. Improving 409 Linear feet of curb line in multiple places in the corridor has



reduced ponding which keeps water off the roadway maintaining safe travel lanes and promoting asphalt longevity.

- Sidewalk
  - Seventeen of the sidewalk ramps in the corridor were in need of repair and also needed to be realigned to further improve handicap access in this heavily utilized pedestrian corridor. Sections of sidewalk that presented hazards were also replaced. These improvements complement the other pedestrian enhancements underway in the corridor such as improved striping and pedestrian signage.
  
- Big Belly Infrastructure
  - In an effort to close the digital divide in the Florence Villa neighborhood, the City is working to install smart garbage cans that can be set up to provide wifi connectivity in the surrounding area. To literally lay the foundation for these cans, concrete pads were added to multiple locations.
  
- Turn Lane Capacity Enhancement
  - The southbound turn lane in the western bound travel lane at the intersection of MLK Blvd. and First Street North presented an opportunity for enhancement. By removing a concrete median and extending the existing turn lane, approximately 180' of queuing capacity was added. This can translate to a capacity enhancement of about 8 cars being able to que per signal cycle. This also helps limit impediments to traffic queuing in the westbound lane to head West or North further improving the capacity of the corridor.

Furthermore staff was able to identify \$20,360 in deducts to cut costs on the project. Funding to cover the cost for each of the items was identified within existing budgeted areas as is outlined in the table below:

Work	Cost	Funding Source
F-Curb	\$21,042	Stormwater Fund
Sidewalk Improvements	\$73,364	Streets Sidewalk Budget
Big Belly Pads	\$5,645	DarkFiber Fund
Turn Lane Enhancements	\$32,391	Impact Fees
Deductions	(\$20,360)	-
Total Contract Change		\$112,082
Original Contract Amount		\$634,196
Amended Contract Amount		\$746,277

**FINANCIAL IMPACT:**

The total cost of the additional items is \$112,082 and will be paid from the funds identified in the table above.

**RECOMMENDATION:**

Staff recommends the City Commission authorize the City Manager to execute the contract adjustment and take all other actions necessary and incidental thereto.

**ATTACHMENTS:**

- Hubbard Construction Company Additional Work Table
- Pictures of Work Product
- Change Order Form