

Meeting Date
December 15, 2015



AGENDA	
Section	Consent
Item No.	<i>II.C.5</i>

AGENDA REPORT
 BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS

SUBJECT:	PERMISSION FOR CHAIRMAN TO EXECUTE CONTRACT FOR AWARDED BID B-4-16-09 TO SAWCROSS FOR SEPTAGE AND GREASE TREATMENT SYSTEM LOCATED AT THE SOUTH CENTRAL REGIONAL WASTEWATER TREATMENT FACILITY (DISTRICTS 1, 2, 4)) (Fiscal Impact \$1,534,000)
DEPT/OFFICE:	CENTRAL SERVICES/PURCHASING SERVICES ON BEHALF OF UTILITY SERVICES

Requested Action:

It is requested that the Board of County Commissioners grant approval for the Chairman to execute the construction contract with the awarded vendor, Sawcross, for Bid # B-4-16-09 Septage and Grease Treatment System at a total price of \$1,534,000.00 and authorize any associated budgetary changes.

Summary Explanation & Background:

This action initiates construction of a CIP project located at the South Central Regional Wastewater Treatment Facility for a Septage and Grease Treatment System. This project has already been approved by the Board of County Commissioners in the Fiscal Year 2016 budget.

On September 3, 2015 an Invitation to Bid was publicly advertised for the Septage and Grease Treatment System. Bids were received and opened on October 13, 2015.

Sawcross	\$1,534,000.00
McMahan	\$1,556,000.00
L7 Construction	\$1,828,007.00
Florida Design	\$1,958,000.00

In a memo to the County Manager dated November 4, 2015, the Clerk of Court expressed that he does not consider approval of the annual budget and capital plan as a formal approval of CIP projects and has requested the contracts be formally approved by the County Commissioners at a Board meeting and supported by a Board Memorandum.

Funds are available in Fund 4157, CC 365325, GL 5650001, I/O 6984404

Contact: Teresa Camarata, Central Services Director, 321-617-7390, Teresa.camarata@brevardcounty.us
 Jim Helmer, Interim Utility Services Director, 321-633-2091, Jim.helmer@brevardcounty.us

Clerk to the Board Instructions:

Exhibits Attached Location

Contract /Agreement (If attached): Reviewed by County Attorney Yes No PR

County Manager	Assistant County Manager	Department Director/Extension
<i>[Signature]</i>	<i>[Signature]</i>	Teresa Camarata, Central Services Director / x55492
Stockton Whitten	Assistant County Manager	Jim Helmer, Interim Utility Services Director / x52091
<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>



Tammy Etheridge, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001
Fax: (321) 264-6972

December 16, 2015

MEMORANDUM

TO: Teresa Camarata, Central Services Department Director

RE: Item II.C.5., Permission for Chairman to Execute Contract of Awarded Bid B-4-16-09 to Sawcross for Septage and Grease Treatment System Located at the South Central Regional Wastewater Treatment Facility

The Board of County Commissioners, in regular session on December 15, 2015, granted approval for the Chairman to execute the construction Contract with the awarded vendor, Sawcross, for Bid B-4-16-09 Septage and Grease Treatment System, at a total price of \$1,534,000; and authorized any associated budgetary changes.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Etheridge, Deputy Clerk

/ds

cc: Utility Services Director
Finance
Budget

INITIAL CONTRACT FORM

SECTION I

The following information must be completed on all new contracts submitted to the Board:

1. Contractor: Sawcross, Inc.	
2. Fund/Account #: 4157/365325	3. Division Name: Utility Services Department
4. Contract Description: Septage & Grease Treatment System, Bid No. B-4-16-09	
5. Contract Monitor: Jennifer Thomas	6. Mail Stop #: 81
7. Dept/Office Director: James Helmer, Director	8. Class Code: ZCON
ACTION DATE:	ACTION REQUIREMENT:

SECTION II

The following departments must approve all contracts submitted to the Board:

COUNTY OFFICE	APPROVAL		INITIALS	DATE
	YES	NO		
User Agency	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>JSH</i>	12/16/15
Risk Management	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>JLS</i>	12/21/2015
County Attorney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	see attached	07/28/2015
User Agency	<input type="checkbox"/>	<input type="checkbox"/>		

If any office denies approval, the package will be returned immediately to the User Agency.

NOTE: This form should be attached to all new contracts being submitted to the Board for approval. After the contract has been approved, the contract package, including this form, will go to the Clerk to the Board. The Clerk's office will then forward the Initial Contract Form to Contracts Administration and the contract will be entered into the Contract Monitoring System. This initial entry will generate an entry on your monthly contract report and the first report will always show a "Required Action" for the contract. See BC-20 for additional information.

Callard, Owen

From: Soss, Matthew
Sent: Tuesday, July 28, 2015 12:38 PM
To: Helping, Craig L
Cc: Callard, Owen
Subject: RE: Septage & Grease Treatment System - CIP Contract for Review & Approval

The above contract is approved for legal form and content.

-Matthew

From: Helping, Craig L
Sent: Wednesday, July 15, 2015 10:50 AM
To: Soss, Matthew
Cc: Callard, Owen
Subject: Septage & Grease Treatment System - CIP Contract for Review & Approval

Mr. Soss:

This afternoon I placed 51 files in the County Attorney's Office Outlook public folder, under the subfolders 'CAO Contract Review' and 'Helping'. These files make up the front end sections of a new CIP project, Septage & Grease Treatment System, and have been modeled after the most recent set of contract sections you have approved.

Please note that all of these files have been prepared with Microsoft Word except for Section 00420 which is a standard AIA form document. As encouraged by the Purchasing Services Office, our intent is to produce pdf files of all of these, after review and approval, so that electronic sets of the bid documents may be produced for distribution to prospective bidders.

Thanks for your assistance with this new contract. If you have any questions, please contact me.

Craig Helping
Project Manager
Brevard County Utility Services

SECTION 00500

CONTRACT

THIS CONTRACT, by and between the Brevard County, Florida Board of County Commissioners, a political subdivision of the State of Florida (hereinafter called the Owner), and Sawcross, Inc. , a Florida Corporation doing business at 10970 New Berlin Road, Jacksonville, Florida 32226-2270 (hereinafter called the "Contractor").

WITNESSETH: That the parties hereto, for the consideration hereinafter set forth, mutually agree as follows:

1.01 SCOPE OF THE WORK

The Contractor shall furnish all labor, materials, equipment, machinery, tools, apparatus, and transportation and perform all of the work shown on the Drawings and described in the Specifications entitled,

Septage & Grease Treatment System

as prepared by Infrastructure Solution Services, LLC, acting as, and in the Contract Documents entitled, the Engineer, and shall do everything required by this Contract and the other Contract Documents.

1.02 THE CONTRACT SUM

- A. The Owner shall pay to the Contractor for the faithful performance of the Contract, in lawful money of the United States, and subject to additions and deductions as provided in the Contract Documents, as follows:
- B. Based upon the price shown in the Contractor's Bid heretofore submitted to the Owner, which Bid is a part of these Contract Documents, the aggregate amount of this Contract is the sum of One Million Five Hundred Thirty-four Thousand Dollars (\$1,534,000.00).

1.03 COMMENCEMENT AND COMPLETION OF WORK

- A. The Contractor shall commence work within 10 calendar days after the start of the Contract Time identified on the Notice to Proceed.
- B. The Contractor shall prosecute the Work with faithfulness and diligence and shall complete the Work no later than 270 days after the date specified in the Notice to Proceed.

1.04 CONTRACTOR'S ACCEPTANCE OF CONDITIONS

- A. The Contractor hereby agrees that Contractor has carefully examined the surface of the site and has made sufficient reasonable test holes, or other surface and subsurface investigations and is fully satisfied that said site is a correct and suitable one for this work and Contractor assumes full responsibility therefore. The provisions of the Contract shall control any inconsistent provisions contained in the specifications. All Drawings and Specifications have been read and carefully considered by the Contractor, who understands the same and agrees to their sufficiency for the work to be done. It is expressly agreed that under no circumstances, conditions or situations shall this Contract be more strongly construed against the Owner than against the Contractor and Contractor's Surety.
- B. Any ambiguity or uncertainty in the Drawings or Specifications shall be interpreted and construed by the Owner and such decision shall be final and binding upon all parties. If the ambiguity or uncertainty could have been identified during the Bidding process, such discrepancy or inconsistency shall not serve as a claim for additional time or money.
- C. It is distinctly understood and agreed that the passing, approval and/or acceptance of any part of the work or material by the Owner, or by any agent or representative as being in compliance with the terms of this Contract or with the Drawings, and Specifications covering said work, shall not operate as a waiver by the Owner of strict compliance with the terms of this Contract, or the Drawings and Specifications covering said work; and that the Owner may require the Contractor and Surety to strictly comply with this Contract and the Drawings and Specifications; and that the Owner may require the Contractor and the Surety to repair, replace, restore any and all of said work and materials which within a period of two years from and after the date of the acceptance of work are found to be defective or to fail in any way to comply with this Contract or with the Drawings and Specifications. This provision shall not apply to material or equipment normally expected to deteriorate or wear out and become subject to normal repair and replacement before their condition is discovered. Failure on the part of the Contractor or Contractor's Surety, immediately after Notice to either repair or replace any such defective materials and workmanship shall entitle the Owner, if the Owner sees fit, to replace or repair the same and recover the reasonable cost of such replacement or repair from the Contractor and Surety who, shall in any event be jointly and severally liable to the Owner by reason of the Contractor's breach of this Contract or Contractor's failure to comply strictly with this Contract and with the Drawings and Specifications.

1.05 LIQUIDATED DAMAGES

- A. Both parties recognize that precise actual damages for delay are impossible to determine. The parties therefore agree to fix liquidated damages for delay in the Substantial Completion of the Project, as that term is more fully defined in Section 00700 of this Contract. **As a condition precedent to the issuance of the Notice to Proceed, a written addendum setting forth a reasonable date by which the Contractor must realize Substantial Completion shall be executed by the Contractor and the Owner. The reasonable Substantial Completion date set forth in the addendum shall be determined by the Owner's Engineer after consultation with the Contractor.**

On the Substantial Completion date, or such revised Substantial Completion date of the Project as may occur because of an authorized written Change Order of contract time for Substantial Completion, all essential elements of the Project must be ready for their intended use. Therefore, the agreed upon liquidated damages for failure to substantially complete the essential elements of the Project by the Substantial Completion date shall be \$100.00 per day for each calendar day of delay in the Substantial Completion of the work, beyond the Substantial Completion date, up to but not including the date the Project is deemed substantially complete by the Owner's Engineer.

- B. The liquidated damages for delay in the completion or construction of non-essential elements of the Project after the date of Substantial Completion is fixed at \$75.00 per calendar day.
- C. Final completion must occur within 14 days after the Project is deemed substantially complete by the Owner's Engineer. The liquidated damages for delay of final completion of the Project beyond the established date are fixed at \$50.00 per calendar day.
- D. This liquidated damages clause applies only to delay claims arising out of the Contractor's failure to timely perform the work required under the Contract. Nothing in this liquidated damages provision shall be deemed to preclude the prosecution of a claim for actual damages involving defects in the work, breach of contract or any other claim for damages not involving a claim based solely on delay caused by the Contractor's untimely performance of the work.
- E. For each day that any part of the work remains uncompleted after the expiration of the time allowed for completion of the work stipulated in the Contract or as increased by an authorized written Change Order, the sum per day set forth in the applicable subparagraph A, B or C above, shall be deducted from any moneys due the Contractor, or if no money is due the Contractor, the Owner shall have the right to recover said sum or sums from the Contractor, from the Surety, or from both. The amount of these deductions are to cover liquidated damages to the Owner incurred by additional and other expenses due to the failure of the Contractor to complete the work or any part of the work within the completion time specified in subparagraph A, B or C, whichever is applicable, and such deductions are not to be considered as penalties.

1.06 PARTIAL AND FINAL PAYMENTS

In accordance with the provisions fully set forth in the General Conditions, and subject to additions and deductions as provided, the Owner shall pay the Contractor as follows:

- A. The Owner shall make partial payments to the Contractor, on the basis of the estimate of work as approved by the Owner's Engineer, pursuant to provisions of Section 219.70, Florida Statutes, Florida Prompt Payment Act, less five percent (5%) of the amount of such estimate which is to be retained by the Owner until all work has been performed strictly in accordance with this Contract and until such work has been accepted by the Owner. The Owner shall not be responsible for payment to the Contractor for delays.
- B. Upon receipt of the payment bond Surety's written consent to the release of final payment to the Contractor who has furnished and recorded a payment bond and after all guarantees that may be required in the specifications have been furnished and are found acceptable by the Owner, final

payment on account of this Contract shall be made within twenty (20) days after completion by the Contractor of all work covered by this Contract and acceptance of such work by the Owner. If the payment bond surety serves a written revocation of consent to payment or a written direction that the COUNTY withhold a specified amount from a payment, the COUNTY shall withhold from the final payment the amount specified by the payment bond Surety.

1.07 ADDITIONAL BOND

- A. It is further mutually agreed between the parties hereto that if, at any time after the execution of this Contract and the Performance and Payment Bonds hereto attached for its faithful performance, the Owner shall deem the surety or sureties upon such bonds to be unsatisfactory, or if, for any reason, such bond(s) ceases to be adequate to cover the performance of the Work, the Contractor shall, at Contractor's expense, and within three days after the receipt of Notice from the Owner to do so, furnish an additional bond or bonds, in such form and amount, and with such sureties as shall be satisfactory to the Owner. In such event, no further payment to the Contractor shall be deemed due under this Contract until such new or additional security for the faithful performance of the work shall be furnished in manner and form satisfactory to the Owner.

1.08 CONTRACT DOCUMENTS

- A. The Contract Documents are those referenced in Section 00700 of the Contract in Article 1 entitled "Definitions", as set forth in the Instructions to Bidders, which may or may not be attached hereto, and such contract documents also include any approved and fully executed change or task orders. All of the above described contract documents are incorporated as a part of this Contract as if set forth in full herein.

IN WITNESS WHEREOF the parties hereto have executed this Contract on the dates indicated below:*

Attest:

Board of County Commissioners of
Brevard County, Florida (Owner)



Scott Ellis, Clerk

By:



Jim Barfield, Chairman

Date: 12-30-2015

Seal

As approved by the Board on:

12-15-15

Sawcross, Inc.

Contractor

Date: 12/03/15

By: Mark Hickinbotham

(Printed Name)

Signature: 

Title: President

Reviewed for legal form and content:



(Assistant) County Attorney

(Seal)

(* In the event that the Contractor is a Corporation, there shall be attached to the Contract a certified copy of a resolution of the Board of Directors of the Corporation, authorizing the officer who signs the Contract to do so in its behalf.

CERTIFICATE

STATE OF FLORIDA

COUNTY OF Duval

I HEREBY CERTIFY that a meeting of the Board of Directors of Sawcross, Inc., a Corporation under the laws of the State of Florida, held on March 31, 2015, the following resolution was duly passed and adopted:

“RESOLVED, that Mark Hickinbotham, as _____ President of the Corporation, be and he is hereby authorized to execute the Contract dated December 3, 2015, between BREVARD COUNTY, FLORIDA, and this Corporation, and that his execution thereof, attested by the Secretary of the Corporation and with corporate seal affixed, shall be the official act and deed of this corporation.”

I further certify that said resolution is now in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Corporation this 3rd day of December, 2015.



Secretary
Frances Hickinbotham
Sawcross, Inc.

END OF SECTION

2015 FLORIDA PROFIT CORPORATION ANNUAL REPORT

DOCUMENT# V55559

Entity Name: SAWCROSS, INC.

Current Principal Place of Business:

10970 NEW BERLIN ROAD
JACKSONVILLE, FL 32226-2270

Current Mailing Address:

10970 NEW BERLIN ROAD
JACKSONVILLE, FL 32226-2270 US

FEI Number: 59-3136689

Certificate of Status Desired: No

Name and Address of Current Registered Agent:

HICKINBOTHAM, MARK E
8127 WEKIVA LANE
JACKSONVILLE, FL 32256 US

The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.

SIGNATURE: _____

Electronic Signature of Registered Agent

Date

Officer/Director Detail :

Title D
Name HICKINBOTHAM, MARK E
Address 8127 WEKIVA LANE
City-State-Zip: JACKSONVILLE FL 32256

Title VP
Name HICKINBOTHAM, FRANCES E
Address 8127 WEKIVA LANE
City-State-Zip: JACKSONVILLE FL 32256

Title S
Name HICKINBOTHAM, FRANCES E
Address 8127 WEKIVA LANE
City-State-Zip: JACKSONVILLE FL 32256

Title P
Name HICKINBOTHAM, MARK E
Address 8127 WEKIVA LANE
City-State-Zip: JACKSONVILLE FL 32256

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 607, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: MARK HICKINBOTHAM



PRESIDENT

02/21/2015

Electronic Signature of Signing Officer/Director Detail

Date