



**CITY OF NORTH PORT PROCUREMENT REQUEST FORM**  
**EMERGENCY/EXIGENCY PROCUREMENT**  
(IN ACCORDANCE WITH FEDERAL GUIDELINES)



DEPARTMENT/DIVISION Parks & Recreation

NAME OF REQUESTOR Kim Humphrey

NAME OF PREPARER Cheryl Greiner

DATE COMPLETED 01/04/2023

The City shall not be bound by any transactions made contrary to procurement procedures.

For the Procurement Official to process a requisition or visa purchase request related to an **emergency or exigent purchase**, this form must be completed and submitted by the requesting party to Purchasing with the request. **THE CITY MANAGER MUST BE NOTIFIED IMMEDIATELY (VIA EMAIL/PHONE), FOLLOWED BY THE PURCHASING DIVISION.**

*When referring to procurement activity, FEMA defines both **exigency and emergency** as situations that demand immediate aid and action. The difference between the two is as follows:*

*In the case of an **exigency**, there is a need to avoid, prevent or alleviate serious harm or injury, financial or otherwise, to the applicant, and use of competitive procurement proposals would prevent the urgent action required to address the situation. Thus, a noncompetitive procurement may be appropriate.*

*In the case of an **emergency**, a threat to life, public health or safety, or improved property requires immediate action to alleviate the threat.*

**Emergency or Exigency** (in accordance with FEMA guidelines, must specify, see definitions above):

EMERGENCY

Name of Event (if applicable): Hurricane Ian

Project Number for Event (if applicable): IAN22

- A. Description of Item(s) Purchased and Detailed Circumstances of the Emergency or Exigency Purchase/Service:** Must answer who, what, when, where, why and how in the box below or separate memo. (Attach quote back-up).

Hurricane Ian struck North Port on September 29, 2022, leaving in its wake a trail of damages which caused the temporary closure of Warm Mineral Springs Park (WMSP). This revenue generating location has remained closed since the storm. Based upon past performance, revenue lost due to this closure is approximately \$633,301 in total for October through January admissions. Commission provided direction for the City to reopen this attraction as expeditiously as possible. Rental of two temporary trailer for operations at Warm Mineral springs was approved under an Exigency request on December 29, 2022. This exigency request is for the electrical connections to those trailers and pump house, ADA-compliant connecting sidewalk, and reconfiguration of security fencing which will allow the park to open safely.



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**B. Total Cost of Purchase:** \$ 75,208.93

Account #: 125-3036-572-44-00

Project #: IAN22

**C. Vendor Information**

Vendor Name: Wharton Smith, Inc. Contact: Chuck Hardwick

Address: PO Box 471028

City: Lake Monroe State: FL Zip: 32747-1028

Phone: 813-943-8880 Email or Website Address: chardwick@whartonsmith.com

I acknowledge that the procurement described herein was made in a manner consistent with the emergency procurement requirements of the City of North Port Procurement Code and Procurement Manual. I have been made aware of the Procurement Code (available on the P-Drive and Intranet) and the policies and procedures related to the City's procurement system.

Kim Humphrey, Project Manager  
Digitally signed by Kim Humphrey, Project Manager  
Date: 2023.01.04 15:12:44 -05'00'

**Requestor**

Lisa Herrmann  
Digitally signed by Lisa Herrmann  
Date: 2023.01.05 13:57:48 -05'00'

**Budget Administrator**

Kimberly Williams  
Digitally signed by Kimberly Williams  
DN: DC=northport, DC=city, OU=Departments, OU=Finance Dept, OU=Finance Area, CN=Kimberly Williams  
Reason: I am the author of this document  
Date: 2023.01.05 16:49:10 -05'00'  
Foxit PDF Reader Version: 12.0.2

**Finance Director**

A. Jerome Fletcher  
Digitally signed by A. Jerome Fletcher  
DN: C=US, OU=City Manager, O=City of North Port, CN=A. Jerome Fletcher,  
E=ajfletcher@cityofnorthport.com  
Reason: I am the author of this document  
Location: your signing location here  
Date: 2023.01.10 13:00:19 -05'00'  
Foxit PDF Reader Version: 11.1.0

**City Manager**

Sandy Pfundheller  
Digitally signed by Sandy Pfundheller  
Date: 2023.01.04 16:00:36 -05'00'

**Department Director**

Ginny Duyn  
Digitally signed by Ginny Duyn  
Date: 2023.01.05 14:22:48 -05'00'

**Purchasing**

*Janet Fairbank*  
Date: 2023.01.09 13:39:00 -05'00'

**Assistant City Manager**

**PRINT**      Clear All Fields



## Estimate

### Warm Mineral Springs Temporary Facilities

**Owner:**  
City Of North Port  
4970 City Hall Blvd.  
North Port, FL 34286

**Project Location:**  
12200 San Servando Ave.  
North Port, FL 34287

**Attention:**  
Kim Humphrey  
[khumphrey@northportfl.gov](mailto:khumphrey@northportfl.gov)  
941.240.8093

ITEM	DESCRIPTION	AMOUNT	COMMENTS
<b>01</b>	<b>GENERAL CONDITIONS</b>		
<b>02</b>	<b>Temporary Electric</b> 1. Install Temp Electric to New Field Office 2. Install Temp Electric to Existing Domestic Water Pump House 3. Install Temp Electric to Existing Lift Station 4. Install Temp Electric to Portable Restroom Building		
<b>03</b>	<b>ADA Access Side walk (4" Concrete on Grade)</b>		
<b>04</b>	<b>Relocate and Reconfigure Temp Fencing</b>		
<b>05</b>	<b>Sod and Grounds Repair</b>		
<b>06</b>	<b>Contingency @ 5% for Misc Electrical Repairs</b>		
	<b>ESTIMATE TOTAL</b>	\$ <b>75,208.93</b>	

**\*\* All permit fees by Owner**  
**\*\* Not to exceed based on scope after Owner walk through.**



**MAIN OFFICE**  
12915 S.W. 132<sup>nd</sup> Street, Suite 5  
Miami, Florida 33186  
TEL: (305) 668-8939  
FAX: (305) 668-9454  
<http://www.a2group.com/>

**Port Charlotte Office**  
17825 Murdock Circle, Suite B  
Port Charlotte, FL 33948  
TEL: (941) 456-7430

**STATE OF FLORIDA LICENSES**  
EB00007338  
LC26000250  
CGC-045136  
CUC-056689

**City of North Port – Warm Mineral Springs**  
**Cost Proposal**

12/21/2022

Kim Humphrey  
Project Manager  
Public Works  
1100 N. Chamberlain Blvd  
North Port, Florida 34286

Mrs. Humphrey,

The A<sup>2</sup> Group (A<sup>2</sup>) team is pleased to provide you the following price proposal for the Warm Mineral Spring project. Below is a breakdown of the scope of services:

- Prep and install concrete sidewalk at 4” thick and 4’ wide as indicated on drawings
- Install required transformer housekeeping pad
- Relocate temp chain link fencing to protect building
- Power from FPL pole to meter.
- Power and distribution systems consisting of: new panel, fused disconnects, meter can transformer, conduit and wire for the new field office, domestic water pump house, existing lift station, and portable restroom building (no branch or control wiring pricing is included for any structure – only feeder wiring and connections).
  - All hand trenching
  - PVC Sch 80 UG install at 8” deep with red dye concrete encasement
- Sodding and final clean-up
- Temp Fence Removal and Storage

Our proposal amount for the scope of services listed above is the following:

<b><i>Base Bid</i></b>	<b><i>\$195,000.00</i></b>
<b><i>Owner Contingency (10%)</i></b>	<b><i>\$ 19,500.00</i></b>
<b><i>Total inc. Owner Contingency</i></b>	<b><i>\$214,500.00</i></b>

Exclusions

- All sanitary and domestic water utility piping – by others
- Any FPL electrical connection costs outside of an electrical permit

We look forward to working with the City of North Port on the referenced project. Please feel free to contact me at anytime with any questions.

Sincerely,

A.J. Ribas  
VP

Cc: Alejandro Salazar  
George Karavan



Quality Builds Its Own Reputation

Sarasota Office  
425 Commercial Court Suite J  
Venice, FL 34292

TEL: (941) 413-1341

www.ajaxbuilding.com

CG C042112

## PROPOSAL

PROJECT NAME: North Port Warm Mineral Springs Temp Trailers  
PROJECT NUMBER: pending

FROM: Ajax Building Company  
425 Commercial Court Suite J  
Venice, FL 34292  
TO: Kim Humphrey: City of North Port  
1100 N Chamberlain Blvd  
North Port, FL 34286

You are hereby authorized to make the following commitment to this Contract:

This Project Proposal includes all material and labor cost associated with installing temporary electric to the Warm Mineral Springs New Field office and Portable Restroom Building provided and set up by owner. Includes furnishing power to the existing lift station and domestic water pump house. Source of FP & L power and meter, utility charges by Owner. Include 2400 SF of 4" ADA access sidewalk as shown on Owner provided sketch. All permit cost by Owner.

The proposed Contract total cost is:

Lump Sum: \_\_\_\_\_ Credit  Cost of \$ 79,948.00

Total construction duration: 1 Months

## APPROVALS

1 - Submitted: \_\_\_\_\_ 2 - Reviewed/Approved: \_\_\_\_\_

*Dan Dreier*

Date: 12/16/2022  
CONSTRUCTION MANAGER  
Ajax Building Company

Date: \_\_\_\_\_  
OWNER  
City of North Port

xc: Cost Breakdown



Ajax Building Company  
**North Port Warm Mineral Springs Temp Trailers**  
 Cost Breakdown - **BUDGET**  
 December 16, 2022

**Cost Proposal Breakdown**

ITEM	DESCRIPTION	QUANTITY	TYPE	UNIT \$	TOTAL \$
1.01	<b>GENERAL CONDITIONS</b>				
1.01.1	General Conditions	1	MO	\$ 22,177.04	\$ 22,177.04
<b>SUBTOTAL - GENERAL CONDITIONS</b>					<b>\$ 22,177.04</b>
1.03	<b>GENERAL REQUIREMENTS</b>				
1.03.1	Reimbursable Expense	1	MO	\$ 1,500.00	\$ 1,500.00
1.03.2	Permitting Allowance (By Owner)	1	NIC	\$ -	\$ -
<b>SUBTOTAL - GENERAL REQUIREMENTS</b>					<b>\$ 1,500.00</b>
	<b>TRADES</b>				
	Portable Toilets & Hand Washing Station	1	ALLW	\$ 600.00	\$ 600.00
	Temp Fence Relocation	1	ALLW	\$ 2,400.00	\$ 2,400.00
	ADA Sidewalk	1	ALLW	\$ 19,500.00	\$ 19,500.00
	Electrical	1	ALLW	\$ 15,000.00	\$ 15,000.00
	Misc. Unknown Damage Allowance	1	ALLW	\$ 3,500.00	\$ 3,500.00
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
<b>SUBTOTAL - TRADES</b>					<b>\$ 41,000.00</b>
80	<b>CONTINGENCY &amp; ESCALATION</b>				
80.1	CM Contingency	1	ALLW	\$ 3,233.85	\$ 3,233.85
80.2	Escalation Allowance	1	ALLW	\$ -	\$ -
<b>SUBTOTAL - CONTINGENCY &amp; ESCALATION</b>					<b>\$ 3,233.85</b>
90	<b>CONTRACTING REQUIREMENTS</b>				
90.5	General Liability Insurance	1	LS	\$ 767.39	\$ 767.39
90.6	Builder's Risk Insurance	1	LS	\$ 325.97	\$ 325.97
90.7	P&P Bonds	1	LS	\$ 516.12	\$ 516.12
90.9	Contractor's Fee	1	LS	\$ 10,428.06	\$ 10,428.06
<b>SUBTOTAL CONTRACT REQUIREMENTS</b>					<b>\$ 12,037.55</b>
<b>TOTAL COST</b>					<b>\$ 79,948.00</b>