



**AGENDA
TOWN OF JUPITER
TOWN COUNCIL MEETING
TOWN COUNCIL CHAMBERS
TUESDAY, SEPTEMBER 3, 2024
7:00 PM**

CALL TO ORDER

INVOCATION; MOMENT OF SILENCE; and PLEDGE OF ALLEGIANCE

ROLL CALL:

Mayor Jim Kuretski
Vice-Mayor Malise Sundstrom
Councilor Ron Delaney
Councilor Andy Fore
Councilor Cameron May
Town Manager Frank Kitzerow
Town Attorney Thomas J. Baird

PUBLIC HEARINGS

1. **Ordinance 20-24, First Reading,** Approving the 2025 Millage Rate. (Second Reading 9/18/24)
2. Review of the Town of Jupiter's FY 2025 Budget and Pay Plan.
3. **Ordinance 21-24, First Reading,** Approving the Fiscal Year 2025-2029 Community Investment Program. (Second Reading 9/18/24)

CITIZEN COMMENTS

All Non-agenda items are limited to three (3) minutes. Anyone wishing to speak is asked to state his/her name and address for the record prior to addressing the Town Council. Council will not discuss these items this evening. **Any issues will be referred to Staff for investigation; a report will be forwarded to Council; and citizens will be contacted.**

MINUTES

4. August 14, 2024 Town Council Workshop Minutes and August 20, 2024 Town Council Meeting Minutes.

CONSENT AGENDA

All items listed in this portion of the agenda are considered routine by the Town Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests; in which event, the item will be removed and considered at the beginning of the regular agenda.

PUBLIC HEARING

5. **Ordinance 19-24, Second Reading**, Amending Article III of Chapter 2 of the Town's code setting forth the departments of the Town.
6. **Ordinance 22-24, First Reading**, Consenting to continue the inclusion of the Town of Jupiter into the Jupiter-Municipal Service Taxing Unit (MSTU) to finance the provision of fire-rescue services by Palm Beach County Fire/Rescue. (Second Reading 9/18/2024)

PUBLIC BUSINESS

7. **Resolution 93-24**, Approving a contract to Craig A. Smith & Associates, LLC for Utility Locating Services (W2438) for an amount of \$221,975.
8. **Resolution 98-24**, Authorizing a 3% increase in Water Rates.
9. **Resolution 99-24**, Authorizing a 7% increase in Stormwater Utility Fees.
10. **Resolution 101-24**, Approving a Division of Emergency Management Statewide Mutual Aid Agreement.
11. **Resolution 104-24**, Approving a temporary construction easement with Johnson Bros. Corporation, A Southland Company for use of a portion of Lighthouse Park.
12. Approving the use of Federal Forfeiture funds to purchase and equip a fully operational shaved ice trailer in the amount of \$46,585.
13. Approving the Town of Jupiter Citizen Participation Plan for the Community Development Block Grant (CDBG) Program.
14. Approving a purchase order to Empire Pipe and Supply for Fiscal Year 2025 Water Meters and Meter Appurtenances (W2506) in the amount of \$739,766.17.
15. Approving the cancelation of the Town Council Meeting scheduled for Tuesday, September 17, 2024 at 7:00 PM and rescheduling it as a Town Council Special Meeting on Wednesday, September 18, 2024 at 7:00 P.M. #
16. Approving the use of State Forfeiture funds in the amount of \$128,530 to purchase 125 Glock 9mm pistols and necessary accessories for duty use within the Police Department.

REPORTS

TOWN ATTORNEY

TOWN MANAGER

TOWN COUNCIL – LIAISON REPORTS AND COMMENTS

ADJOURNMENT

Town Council Future Meetings

September 19, 2024

October 1, 2024

NOTICE

Town Council and CRA Meetings are now webcasted real-time and viewable on your computer or mobile device.

www.jupiter.fl.us/Live

Back up material for the Town Council Meetings are available online one (1) week before the Regular Meetings

= no materials attached *revisions may occur*

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Section 2-64; Decorum, disturbing meeting

While the Town Council is in session, the members thereof and the public present in the Council chambers shall not, by conversation or otherwise, delay or interrupt the proceeding or the peace of the Council. It shall be unlawful for any person to disturb or disrupt a meeting of the Town Council or to refuse to obey the orders of the presiding officer in the conduct of the meeting and such person shall be subject to being summarily ejected from the meeting.

Note: Persons are advised that if they wish to appeal any decision made at this meeting, they will need a record of the proceedings and for such purpose, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based, per Section 286.0105 of the Florida Statute. *Persons with disabilities requiring accommodations in order to participate in the meeting should contact the Town Clerk's office at TownClerk@jupiter.fl.us or 561-741-2752 at least 48 hours in advance to request accommodations.*

TOWN OF JUPITER
Approving the 2025 Millage Rate (Second Reading 9/19/24)



DATE	September 3, 2024
TO	Honorable Mayor and Members of Town Council
THRU	Frank Kitzerow, Town Manager
FROM	Scott Reynolds, Finance Director
SUBJECT	<u>Ordinance 20-24, First Reading</u> , Approving the FY2025 Millage Rate (Second Reading 9/19/24)

EXECUTIVE SUMMARY

Staff seeks approval of Ordinance 20-24 for adoption of the FY2025 millage rate of 2.3894 (excluding a debt service millage of .0854) for the fiscal year beginning October 1, 2024 and ending September 30, 2025. The proposed millage rate includes the ad valorem requirements to fund both operating and capital needs per statutory regulations. The operating and capital millage rate of 2.3894 is 8.10% higher than the rollback rate of 2.2103 as calculated by the State TRIM provisions.

ANALYSIS

The millage rate is projected to generate approximately \$3,092,035 more in ad valorem taxes than the rollback rate. It is important to note that the rollback rate does not take into account population growth, increases in services generated by new infrastructure or inflationary cost.

In addition to the rate of 2.3894 to fund operating and capital needs, the Town has a voter-approved debt service millage of .0854, which results in a total millage rate of 2.4748. This combined rate represents a .1476 reduction from the combined rate in FY 2024.

The Town continues to operate in the most fiscally responsible manner with the goal of maintaining the operating portion of our millage rate. The assessed property values in the Town have increased from \$15,827,803,960 in 2024 to \$17,264,292,077 in 2025 including new construction. This increase in valuation of \$1,436,488,117 or 9.08% includes new construction of \$124,323,484 which accounts for .79% of the total increase in valuation.

STRATEGIC PRIORITY

- Fiscal Responsibility
- Organizational Excellence
- Town Communication

ATTACHMENTS

1. Ordinance 20-24 -Millage 1st Reading
2. FY25 1st Reading Proposed Budget Presentation

FUNDING SOURCE

Millage

For more information or copies of the attachments, please contact Scott Reynolds at scottr@jupiter.fl.us or 561-741-2327.

ORDINANCE NO. 20-24

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JUPITER, FLORIDA, ADOPTING A MILLAGE RATE TO BE LEVIED BY THE TOWN OF JUPITER ON TAXABLE REAL AND TANGIBLE PERSONAL PROPERTY WITHIN THE TOWN FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024 AND ENDING SEPTEMBER 30, 2025; STATING THE ROLLED-BACK MILLAGE RATE; STATING THE PERCENT BY WHICH THE MILLAGE RATE EXCEEDS, IF ANY, THE ROLLED-BACK MILLAGE RATE; AND LEVYING AD VALOREM TAXES ON ALL TAXABLE REAL AND TANGIBLE PERSONAL PROPERTY IN THE TOWN OF JUPITER FOR THE SAID FISCAL YEAR.

WHEREAS, pursuant to Chapter 166, Florida Statutes and Article VIII, §2 of the Florida Constitution the Town of Jupiter, Florida (Town) has the governmental, corporate and proprietary powers to conduct municipal government; and

WHEREAS, these powers include the power to adopt millage rates to be levied by the Town Council on all taxable real and tangible personal property within the Town each fiscal year; and

WHEREAS, the Town Council of the Town deems it necessary and advisable to adopt and levy a millage rate for the Town for the fiscal year 2024 - 2025; and,

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JUPITER, FLORIDA:

Section 1. In order to fund the budget of the Town, a millage rate is hereby adopted and levied by the Town Council of the Town, pursuant to the Laws and Constitution of the State of Florida, as follows:

A. Upon first reading hereof, the proposed millage rate computed to fund the Town's tentative budget is hereby approved and adopted in the sum of 2.3894 mills. For each \$1,000.00 of assessed valuation, said millage rate will raise a tax of \$2.38.

B. Upon second reading hereof, the final millage rate computed to fund the Town's final budget is hereby approved and adopted in the sum of _____ mills. For each \$1,000.00 of assessed valuation, said millage rate will raise a tax of \$ ____.

Section 2. The rolled back millage rate computed by the Town pursuant to the instructions furnished by the Palm Beach County Property Appraiser for the fiscal year 2024-2025 is 2.2103 mills. The percentage by which the above-specified millage rate to be levied by the Town exceeds, or is less than, the rolled-back rate, is as follows:

A. The proposed millage rate is 8.10% higher than the rolled-back millage rate. This figure is declared to be the percentage increase in property taxes for the Town proposed to be adopted by the Town Council.

B. The final millage rate is __% higher than the rolled-back millage rate. This figure is declared to be the percentage increase in property taxes for the Town actually adopted by the Town Council.

Section 3. In order to fund the voter approved debt service for the Town, a millage rate of .0854 is hereby adopted by the Town Council of the Town, pursuant to the Laws and Constitution of the State of Florida.

Section 4. Pursuant to the millage rate aforesaid, the following amount of ad valorem taxes shall be raised and collected by the Town for municipal purposes and expenses for the fiscal year beginning October 1, 2024 and ending September 30, 2025, to-wit:

Under the proposed millage rate: \$41,251,299

Under the final millage rate: _____

Section 5. Pursuant to the applicable provisions of the Florida Constitution, the Laws of the State of Florida and the Charter of the Town , there is hereby levied a general municipal millage rate as above stated, respectively, upon the dollar amount of the assessed valuation of all taxable real and tangible personal property in the Town as returned by the Palm Beach County Property Appraiser in the Town's behalf and fixed by the Town Council as shown by the 2024 tax roll for the Town , allowing the homestead and all other lawful exemptions as shown therein.

Section 6. The millage hereby levied, as above stated, respectively, is hereby approved and certified by the Town Council of the Town, pursuant to the laws of the State of Florida.

Section 7. The ad valorem taxes hereby levied are for the purpose of raising funds, revenues and moneys to be used, set aside and expended for the functions and purposes of the municipal government of the Town pursuant to the Constitution and Laws of the State of Florida and the Town Charter.

Section 8. The ad valorem taxes which are hereby levied are in excess of and above all other revenues to be received by the Town of Jupiter and are to be collected during the fiscal year beginning October 1, 2024 and ending September 30, 2025. All such ad valorem taxes so specified and levied are ordered to be extended upon the tax rolls, books and records of Palm Beach County in the proper millage in proportion to the valuation of such property as returned by the Palm Beach County Property Appraiser and fixed by the Town Council of the Town.

Section 9. The Finance department shall furnish a certified copy of this Ordinance upon first and second readings, respectively, to the Palm Beach County Property Appraiser, the Palm Beach County Tax Collector and the Department of Revenue of the State of Florida, as required by Law

Section 10. This Ordinance shall take effect immediately upon its execution.

TOWN OF JUPITER

FISCAL YEAR 2025 Proposed Operating/Community Investment Plan First Public Hearing



Fiscal Year 2025 Budget Meetings

- June 20, 2024 – Operating Budget Workshop
- July 16, 2024 – Set TRIM and date of First Public Hearing
- August 14, 2024 – CIP Workshop/Operations Budget Update



Budget Objectives and Assumptions:

- **Revenues**

- Maintained Town Millage Rate 2.3894.
- Ad Valorem tax revenues increase due to forecasted increases in property values and new construction.
- Water rate index of 3%.
- Stormwater rate index of 7%.

- **Expenditures**

- 5% increase in non-union employee salaries.
- Maintained 90/10 split in healthcare costs between town and employees, and maintained the level of contributions to employees H.S.A. accounts.
- PD union salary increases as per adopted union contract.
- No use of reserves to fund FY2025 JFRD.



Property Value Increase

FY 2025 Valuation \$ 17,264,292,077

FY 2024 Valuation 15,827,803,960

Increase \$ 1,436,488,117

New Construction	\$ 124,323,484	0.79%
Valuation Increase	<u>1,312,164,633</u>	<u>8.29%</u>
	<u><u>\$ 1,436,488,117</u></u>	<u><u>9.08%</u></u>

Note: Property value increases capped at 3% for homesteaded property per Save our Homes limitations for 2025

FY2025 Budget – First Reading 09-03-2024



Proposed Millage Rate Compared to Rollback

Taxes Collected @ 95% Collection Rate

2025 Proposed Rate @ 2.3894	\$41,251,299
2025 Rollback Rate @ 2.2103	\$38,159,265
Proposed Rate over Rollback	\$3,092,035

The rollback rate would generate the same amount of ad valorem tax revenue as the previous year.



FY2025 – Budget Overview

- Proposed FY2025 Operating Budgets represent a \$980 thousand decrease over the FY2024 revised budget.
- A \$6.1 million increase in the General Fund primarily due to salary and benefit increases and operating transfers to JFRD.
- A \$482 thousand decrease in the FY2025 general community investment plan.
- Water Fund – 3% rate index
- Stormwater – 7% rate index

FUND COMPARISON:	Adopted FY 2024	Proposed FY 2025
General Fund	70,962,305	77,092,358
Fire Operating Fund*	11,438,709	2,604,352
Water Fund	32,119,720	33,174,616
Stormwater Fund	4,440,759	4,805,879
Building Fund	5,478,589	5,781,950
Total Operating	124,440,082	123,459,155
Fire Debt Service Fund*	-	354,160
G.O. Bond Debt Service Fund	2,004,289	1,996,871
Total Debt Service	2,004,289	2,351,031
Community Investment Plan	10,541,885	10,060,125
Jupiter River Estates Non-Ad Valorem	23,670	427
Insurance Fund	9,071,372	9,366,728
Total	146,081,298	145,237,466



General Fund Revenues

REVENUES:	Adopted 2023 - 2024	Proposed 2024 - 2025
Taxes - Current Ad valorem	29,692,964	32,316,149
Taxes - Utility	5,855,049	6,205,747
Franchise fees	6,280,896	6,527,661
Taxes - Other	4,177,804	4,257,261
Licenses and permits	75,000	75,000
Intergovernmental	9,398,352	9,552,078
Charges for services	5,554,775	5,872,849
Solid Waste Collection Revenue	6,312,237	6,585,963
Fines and forfeitures	213,000	214,500
Interest	973,267	3,930,267
Miscellaneous	313,050	168,000
CRA Cost Reimbursement	765,911	686,883
CRA Loan Repayment	600,000	700,000
Fund Balance	750,000	-
TOTAL REVENUES	\$ 70,962,305	\$ 77,092,358

- Net increase of \$6.1 million.
- Increase in assessed values results in a \$2.6 million increase over FY24.
- \$247 thousand increase in franchise fee revenue due to FPL rate increases.
- Intergovernmental revenues increased by \$153,726 due to sales tax revenue and state revenue sharing.
- Increase of \$273,726 in charges for service primarily due to solid waste, surcharge revenue and allocation costs.
- Increase of \$2.9 million in interest earnings due to the Fed increasing interest rates.
- No use of reserves.



General Fund Expenditures

EXPENDITURES:	Adopted 2023 - 2024	Proposed 2024 - 2025
Council	292,643	293,191
Town Manager	1,035,162	950,268
Town Clerk	594,038	821,515
Neighborhoods	485,703	386,835
Community Relations/Public Info	938,666	916,694
Finance	1,356,825	1,390,564
Town Attorney	450,000	450,000
Information Systems	3,789,844	4,058,727
Human Resources	1,058,129	1,172,656
Utilities and Operating Expenses	8,498,183	10,964,344
Solid Waste Collections	6,312,237	6,585,963
Planning and Zoning	2,398,015	2,639,961
Police	28,552,988	30,268,798
Code Compliance	890,591	970,732
Engineering	1,707,429	1,849,016
Public Works	5,688,395	5,977,531
Parks Maintenance	3,037,240	3,137,023
Recreation Services	3,876,217	4,258,540
TOTAL EXPENDITURES	\$ 70,962,305	\$ 77,092,358

\$6.1 Million Increase over FY24 Adopted Budget:		
Salary/Overtime Increases	1,521,854	24.83%
Benefits Increase	892,119	14.55%
Professional Services	157,886	2.58%
Regional Communications	46,643	0.76%
Other Contractual Service	370,267	6.04%
Garbage Collection	273,726	4.47%
Utility Increases	205,454	3.35%
Insurance	296,778	4.84%
Landscape Maintenance	86,220	1.41%
Gas Oil & Lube	117,611	1.92%
Town Hall Demo/Green Project	(1,000,000)	-16.31%
Roger Dean Contribution	(750,000)	-12.23%
Contingency	712,563	11.62%
Misc Items	240,420	3.92%
Subtotal	3,171,541	
Transfer to JFRD	2,958,512	48.26%
Total	6,130,053	



FY2025 Budget – First Reading 09-03-2024

Jupiter Fire Rescue Fund

	Adopted 2023 - 2024	Proposed 2024 - 2025
REVENUES:		
Designated from Fund Balance	156,036	-
Designated from General Fund	11,282,673	2,604,352
TOTAL REVENUES	<u>11,438,709</u>	<u>2,604,352</u>
EXPENSES:		
Fire Administration	8,938,105	1,975,845
EMS Division	2,500,604	628,507
TOTAL EXPENSES	<u>11,438,709</u>	<u>2,604,352</u>

- FY2025 First full year of operations.
- Fully funded by General Operating Revenues (no use of reserve funds).



Water Fund

	Adopted FY 2024	Proposed FY 2025
REVENUES		
Charges for services	\$ 30,927,864	\$ 32,171,268
Interest	321,572	344,742
Miscellaneous	357,500	357,175
Designated from retained earnings	512,784	301,431
TOTAL REVENUES	\$ 32,119,720	\$ 33,174,616
EXPENSES		
Administration	\$ 3,747,771	\$ 3,978,211
Plant	13,480,612	13,748,505
Field	4,085,175	4,472,038
Cost Allocation - General Fund	1,651,798	1,794,513
Depreciation	6,721,800	6,722,000
Debt service	1,868,764	1,860,749
Contingency	563,800	598,600
Designated to retained earnings	-	-
TOTAL EXPENSES	\$ 32,119,720	\$ 33,174,616
FUNDS AVAILABLE FOR R&R (excluding retained earnings)		
Revenue	\$ 31,606,936	\$ 32,873,185
Less: Total expenses	(32,119,720)	(33,174,616)
Plus: Depreciation	6,721,800	6,722,000
Plus: OPEB	34,200	34,200
AVAILABLE FOR R&R	\$ 6,243,216	\$ 6,454,769
(R&R target is \$7.6M in FY2025)		

Notes:

Capitalized Salaries	\$ 216,000	\$ 340,700
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Revenues

- Water rate index of 3.00%.
- \$1,243,404 increase in charges for service.
- \$301,431 use of retained earnings.

Expenses

- 5% salary increases of \$213,527.
- No new positions.
- Reduction in debt service.
- Increase in utility service cost due to FPL rate increase of \$179,799.
- Decrease in chemical costs of \$45,099 over FY2024.
- Property and liability insurance cost increase \$41,057.
- Increase in repairs and maintenance costs of \$352,890.



FY2025 Budget – First Reading 09-03-2024

Stormwater Fund

	Adopted FY 2024	Proposed FY 2025
REVENUES		
Charges for services	\$4,012,081	\$4,282,851
Interest & miscellaneous	58,528	54,825
Designated from retained earnings	370,150	468,203
TOTAL REVENUES	\$4,440,759	\$4,805,879

EXPENSES		
Administration	\$ 920,760	\$ 882,263
Field	1,659,777	2,052,804
Cost Allocation - General Fund	223,599	234,189
Depreciation	1,083,000	1,083,000
Debt service	453,623	453,623
Contingency	100,000	100,000
TOTAL EXPENSES	\$4,440,759	\$4,805,879

FUNDS AVAILABLE FOR R&R (excluding retained earnings)		
Revenue	\$4,070,609	\$4,337,676
Less: Expenses	(4,440,759)	(4,805,879)
Plus: Depreciation	1,083,000	1,083,000
Plus: OPEB	3,900	3,900

AVAILABLE FOR R&R	\$ 716,750	\$ 618,697
(R&R target is \$739k in FY2025)		

Notes:		
Capitalized Salaries	\$ 15,000	\$ 92,100

Revenue

- Stormwater rate index of 7%.
- \$468,203 designated from retained earnings.

Expenses

- 5% salary increases.
- \$170,000 increase for machinery and equipment.
- \$114,100 increase in professional service.



Jupiter River Estates Non-Ad Valorem Assessment Fund

	Proposed FY 2025
REVENUES	
Non-Ad Valorem Assessment	\$ 360
Interest & miscellaneous	67
TOTAL REVENUES	<u>\$ 427</u>
 EXPENSES	
Postage	\$ 5
Other Current Charges	360
Designated to retained earnings	62
TOTAL EXPENSES	<u>\$ 427</u>

- Second year of the Non-Ad Valorem Assessment for the Jupiter River Estates Vegetative Trimming.



Building Fund

	Adopted 2023 - 2024	Proposed 2024 - 2025
REVENUES:		
Building permits	5,212,000	5,262,000
Interest on investments	165,000	518,000
Misc. Revenue	650	1,950
Designated from retained earnings	100,939	-
TOTAL REVENUES	5,478,589	5,781,950
EXPENSES:		
Protective inspections	4,763,979	4,991,804
Cost Allocation - General Fund	671,610	745,146
Depreciation	43,000	45,000
TOTAL EXPENSES	5,478,589	5,781,950

Revenue:

- Permit revenue estimate for FY2025 shows a \$50,000 increase.
- Interest earnings increase.
- No use of retained earnings.

Expenses:

- 5% salary increases.
- Departmental expenses increased over FY2024 by \$303,361 overall.
- Increase of \$129,500 in contractual inspection services.
- Increase of \$140,584 in repairs and maintenance cost.



Health Insurance Fund

	Adopted Budget 2023-24	Proposed Budget 2023-24
EST. BEGINNING FUND BALANCE	8,617,570	9,871,065
OPERATING REVENUES		
GF - EMPR CONTRIBUTIONS	5,894,973	5,969,366
G F- EE CONTRIBUTIONS	720,943	734,012
FIRE FUND - EMPR CONTRIBUTIONS	-	207,464
FIRE FUND - EE CONTRIBUTIONS	-	23,513
WATER FUND - EMPR CONTRIBUTIONS	1,286,344	1,158,371
WATER FUND - EE CONTRIBUTIONS	151,535	138,415
SW FUND - EMPR CONTRIBUTIONS	202,297	222,905
SW FUND - EE CONTRIBUTIONS	24,648	32,321
BLDG FUND - EMPR CONTRIBUTIONS	522,734	582,148
BLDG FUND - EE CONTRIBUTIONS	62,600	71,903
RETIREE CONTRIBUTIONS**	205,299	226,312
TOTAL REVENUE	9,071,373	9,366,728
EXPENDITURES		
CONTRACTUAL SERVICES	423,247	417,795
DENTAL INSURNACE	305,691	323,111
VISION INSURANCE	27,556	29,888
STOP LOSS PREMIUMS	651,851	708,765
HEALTH INSURNACE CLAIMS	5,199,862	5,610,556
OPT OUT	100,800	95,400
H.S.A. CONTRIBUTIONS	841,500	870,700
LIFE, AD&D, LTD, EAP	267,370	279,764
RESERVE EQUITY	-	-
TOTAL EXPENDITURE	7,817,878	8,335,979
ENCUMBERED FUNDS		
NET CHANGE IN FUND BALANCE	1,253,495	1,030,750
ENDING UNASSIGNED FUND BALANCE	9,871,065	10,901,815

- No increase in health insurance premiums for FY2025; the Town's Health Insurance Fund remains stable and self-sufficient.
- Current fund balance exceeds \$8 million, and is anticipated to exceed \$9 million by the end of FY2024.
- Continued 90/10 premium cost split in FY2025 to support recruitment and retention efforts.
- Claims costs remain stable.
- Fund Balance Goal - \$10 million



FY2025 Budget – First Reading 09-03-2024

CIP – FUNDING SUMMARY 2025-2029

COST CENTER	2025	2026	2027	2028	2029	Total
Engineering	\$ 5,109,894	\$ 4,225,000	\$ 6,635,000	\$ 1,125,000	\$ 1,125,000	\$18,219,894
Parks/Recreation	2,773,016	5,785,000	3,080,000	4,045,000	1,650,000	17,333,016
Neighborhoods	54,673	54,000	270,000	270,000	54,000	702,673
General Government	1,842,542	1,813,209	1,830,770	1,848,681	1,866,953	9,202,155
Planning and Zoning	280,000	185,000	115,000	500,000	-	1,080,000
Water	11,971,607	8,689,630	9,357,569	6,823,315	5,965,891	42,808,012
Stormwater	1,307,183	1,309,859	1,138,296	2,077,802	2,918,974	8,752,114
TOTAL	\$ 23,338,915	\$ 22,061,698	\$ 22,426,635	\$ 16,689,798	\$ 13,580,818	\$ 98,097,864

PROJECT FUNDING	2025	2026	2027	2028	2029	Total
General Revenues	\$ 6,635,308	\$10,225,209	\$ 8,325,770	\$ 7,488,457	\$ 4,215,953	\$36,890,697
Surtax Proceeds	2,605,000	1,412,000	210,000	-	-	4,227,000
Grants :						
LRPI	-	103,500	227,850	187,750	-	519,100
CDBG	273,367	270,000	270,000	270,000	270,000	1,353,367
FDOT	-	150,000	2,275,000	-	-	2,425,000
FEMA Hazard Grant	910,390	-	-	-	-	910,390
Grant (Type TBD)	-	-	-	-	1,111,850	1,111,850
Escrow & Other Deposits	-	5,000	50,000	30,224	-	85,224
Road Impact Fees	-	-	800,000	-	-	800,000
Recreation Impact Fees	600,000	-	-	-	-	600,000
Off-Site Fees	56,000	35,650	33,713	31,775	29,838	186,976
Water R&R	11,111,896	8,653,980	9,323,856	6,791,540	6,146,053	42,027,325
Stormwater R & R	1,124,004	1,206,359	739,617	1,714,098	1,625,891	6,409,969
Stormwater Revenues	22,950	-	170,829	175,954	181,233	550,966
TOTAL	\$ 23,338,915	\$ 22,061,698	\$ 22,426,635	\$ 16,689,798	\$ 13,580,818	\$ 98,097,864

FY2025 Budget – First Reading 09-03-2024



SUMMARY

- Staff seeks approval on first reading of the proposed operating millage rate of 2.3894 and Debt Service Rate of .0854 through ordinance 20-24.
- Staff seeks approval on first reading of the proposed FY2025 – 2029 Community Investment Program through ordinance 21-24.
- Discussion and questions regarding the operating budget. Resolution 107-2 will be voted on at the second public hearing scheduled for September 19, 2024.



TOWN OF JUPITER
Review of the Town of Jupiter's FY 2025 Budget and Pay Plan



DATE	September 3, 2024
TO	Honorable Mayor and Members of Town Council
THRU	Frank Kitzerow, Town Manager
FROM	Scott Reynolds, Finance Director
SUBJECT	Review of the Town of Jupiter's FY 2025 Budget and Pay Plan

EXECUTIVE SUMMARY

Resolution 107-24 adopts the Town of Jupiter Annual Budget and Pay Plan for the fiscal year beginning October 1, 2024 and ending September 30, 2025. The resolution shall be considered for adoption at the second and final reading of the annual budget on September 19, 2024.

ANALYSIS

The proposed budget for all Town of Jupiter funds for the fiscal year ending September 30, 2025 totals \$145.2 million including debt service funds. This represents a \$634,185 decrease from the prior fiscal year total amended budget of \$16.4 million.

Other highlights reflected in the FY2025 operating budget include:

- Maintained the Ad Valorem millage rate of 2.3894. This proposed millage rate coupled with a forecasted property valuation increase of 9.08%, results in a net increase in tax assessments for general fund operations of \$3.1 million compared to FY2024.
- 3.0% indexing of water rates were projected for FY 2025.
- A 5% salary adjustment for non-union employees plus increase for PD union members based on the adopted union contract.
- Health Insurance – 0% increase in premiums while maintaining of Town HSA funding for employees maintaining a 90/10 split in healthcare costs between Town and employees.

This budget proposal is in keeping with the Town's overall budget objective of maintaining a minimal level of ad valorem assessments while maintaining high levels of service for our citizens and business community.

STRATEGIC PRIORITY

- Fiscal Responsibility
- Organizational Excellence
- Town Communication

ATTACHMENTS

1. Resolution 107-24 FY 2025 Operating Budget
2. Town Wide Combined FY2025 Operating Budget

FUNDING SOURCE

FY2025 Budget and Pay Plan

For more information or copies of the attachments, please contact Scott Reynolds at scottr@jupiter.fl.us or 561-741-2327.

RESOLUTION NO. 107-24

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JUPITER, FLORIDA, ADOPTING A BUDGET AND PAY PLAN FOR THE TOWN OF JUPITER, AND APPROPRIATING VARIOUS FUNDS FOR MUNICIPAL PURPOSES FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024 AND ENDING SEPTEMBER 30, 2025.

WHEREAS, the Town of Jupiter has such powers and authority as conferred upon it by the Florida Constitution and Chapter 166, Fla. Stat.; and

WHEREAS, pursuant to § 166.241(2), Fla. Stat., the Town Council is required to annually adopt a budget for the fiscal year which shows each funds' budgeted revenues and expenditures; and

WHEREAS, the Town Council of the Town of Jupiter has adopted and levied by Ordinance No. 20-24, a tentative and final millage rate for the fiscal year 2024-2025; and,

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF JUPITER, FLORIDA:

Section 1. The budget of the Town of Jupiter, including the operations of the Jupiter Water System, has been duly prepared by the Town Manager and following proper and duly noticed public hearings has been reviewed, and is hereby adopted by the Town Council for the Town of Jupiter for Fiscal Year 2024-2025, appropriating as and for all municipal purposes and expenses of the Town, the sums and amounts as follows:

The final budget is hereby approved and adopted in the sum of \$145,237,466 a copy of which is hereby incorporated by reference and made a part hereof, and which includes, among others, the following items:

	<u>2024-2025</u>
General Fund	\$77,092,358
G.O. Bond Debt Service Fund	1,996,871
Jupiter Fire Rescue Fund	2,604,352
Jupiter Fire Rescue Debt	354,160
Water System Enterprise Fund	33,174,616
Stormwater Utility Fund	4,805,879

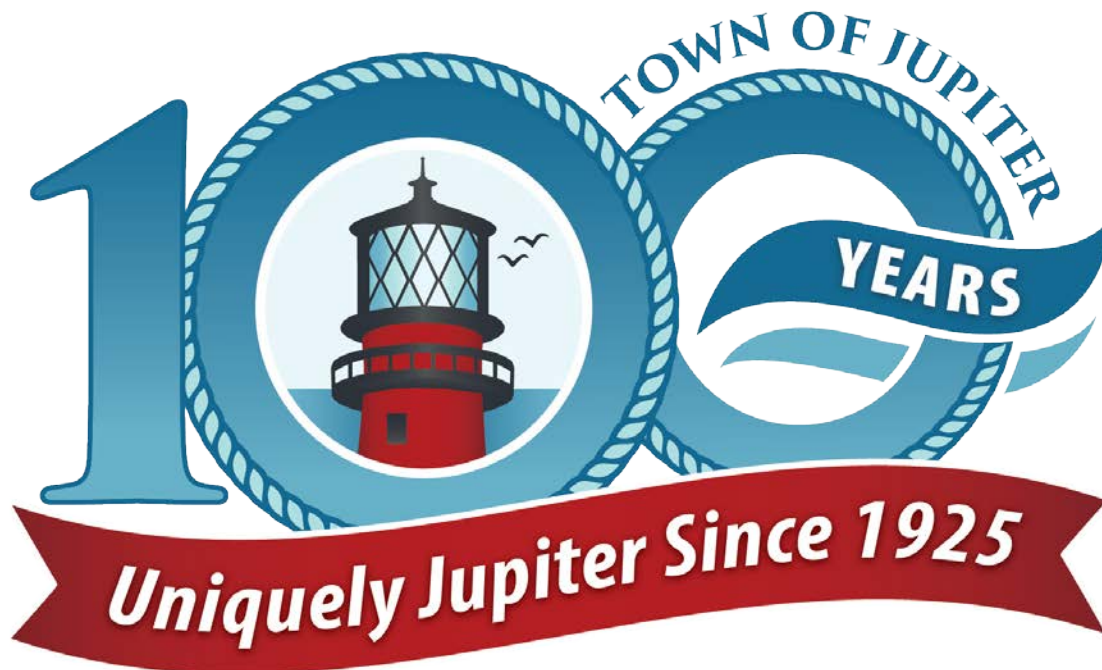
Jupiter River Estates NAVA	427
Building Enterprise Fund	5,781,950
Capital Improvements Fund (General Gov.)	10,060,125
Insurance Fund	9,366,728

Section 2. Pursuant to the applicable provisions of the Florida Constitution, §166.241, Fla. Stat. and the Charter of the Town of Jupiter, the object and purpose of the appropriations provided for by this Resolution and the amount of each function and fund budgeted for the government of the Town of Jupiter is hereby fixed, made and appropriated in accordance with the terms, specification and details contained within the said budget.

Section 3. The Finance Department shall furnish a certified copy of this Resolution to the Palm Beach County Property Appraiser, the Palm Beach County Tax Collector and the Department of Revenue of the State of Florida, as required by law.

Section 4. This Resolution shall take effect immediately upon its execution.

Section 5. The Town Manager is hereby authorized to amend/transfer authorizations between departmental accounts provided however that the total appropriated expenditures by fund do not exceed Council authorized amounts and such transfers are approved by the Town Council.



**2024/2025
PROPOSED
OPERATING BUDGET**

**TOWN OF JUPITER
GENERAL FUND
SUMMARY OF PROPOSED BUDGET
FISCAL YEAR 2024 - 2025**

REVENUES:	Proposed 2024 - 2025
Taxes - Current Ad valorem	32,316,149
Taxes - Utility	6,205,747
Franchise fees	6,527,661
Taxes - Other	4,257,261
Licenses and permits	75,000
Intergovernmental	9,552,078
Charges for services	5,872,849
Solid Waste Collection Revenue	6,585,963
Fines and forfeitures	214,500
Interest	3,930,267
Miscellaneous	168,000
CRA Cost Reimbursement	686,883
CRA Loan Repayment	700,000
Fund Balance	-
TOTAL REVENUES	\$ 77,092,358

EXPENDITURES:	Proposed 2024 - 2025
Council	293,191
Town Manager	950,268
Community Relations/Public Info	916,694
Neighborhoods	386,835
Town Attorney	450,000
Town Clerk	821,515
Finance	1,390,564
Human Resources	1,172,656
Information Systems	4,058,727
Engineering	1,849,016
Public Works	5,977,531
Parks Maintenance	3,137,023
Planning and Zoning	2,639,961
Police	30,268,798
Code Compliance	970,732
Recreation Services	4,258,540
Utilities and Operating Expenses	10,964,344
Solid Waste Collections	6,585,963
TOTAL EXPENDITURES	\$ 77,092,358

TOWN OF JUPITER
BUDGET INFORMATION - REVENUES
FISCAL YEAR 2024 - 2025

FUND: 001 / General Fund

Dept./Div: Revenues

A/C No.	Description	Proposed FY 2025
31	TAXES	
311100	Ad Valorem Taxes-Current	32,316,149
311200	Ad Valorem Taxes-Delinquent	20,000
312410	Local Option Gas Tax	1,410,045
314100	Util Serv Tax-Electricity	4,602,347
314300	Util Serv Tax-Water	1,379,000
314800	Util Serv Tax-Propane	224,400
315100	Communications Service Taxes	2,827,216
	Subtotal	42,779,157
32	LICENSES & PERMITS	
322100	Bldg Permits-Engineering	75,000
323100	Franchise Fees-Electricity	6,150,261
323700	Franchise Fees-Solid Waste	377,400
	Subtotal	6,602,661
33	INTERGOVERNMENTAL	
335120	State Shared-Proceeds	2,612,443
335140	State Shared-Mobile Home Tax	1,400
335150	State Shared-Alcoholic Bev Tax	51,000
335180	State Shared-Half Cent Sale Tx	6,084,830
335450	State Shared-Motor Fuel Tax Rt	28,560
335900	State Shared-Police Pension Co	611,245
338201	Shared Oth-PBC Business Tax Rc	132,600
338401	Shared Oth-PBC Road Impact Fee	30,000
	Subtotal	9,552,078
34	CHARGES FOR SERVICE	
341300	CFS-Admin Fees Code Enforce	10,000
341301	CFS-Admin TPA	6,000
341904	CFS-Record Search/Copying	5,000
341906	CFS-Tower Rental	213,693
341913	CFS-Spring Train Parking Fees	20,000
342100	CFS-Police Services	140,000
343317	CFS-Surcharge	1,341,000
343400	CFS-Garbage Fees	6,585,963
344901	CFS-Road Maintenance	10,000
344902	CFS-Sign Shop Services	500
344903	CFS-Highway Lighting Compensation	102,592

FUND: 001 / General Fund

Dept./Div: Revenues

A/C No.	Description	Proposed FY 2025
347202	CFS-Program Activity Fees	120,000
347203	CFS-Athletic Fees	170,000
347204	CFS-Senior Activity Fee	15,000
347206	CFS-Camps/Schools Out	525,000
347207	CFS-Skate Park Revenues	65,000
347208	CFS-Skate Park Rental Revenue	2,500
347400	CFS-Special Events	25,000
347401	CFS-Parks & Rec-Sponsorship	25,000
347405	CFS-Jubilee Food Vendor Fee	2,000
347491	CFS-Memorial Bricks	10,000
347501	CFS-Civic Center	75,000
347502	CFS-Community Center	20,000
347503	CFS-Old Town Hall	10,000
347901	CFS-Concession Sales	28,000
347903	CFS-Comm Center Admin Fee	3,000
349002	CFS-Plan Review Fees	112,000
349005	CFS-Engineering Review Fees	25,000
349190	Cost Allocation - CRA	686,883
349400	Cost Allocation-Water	1,794,513
349410	Cost Allocation-SW	234,189
349450	Cost Allocation-Building	745,146
349701	CFS-Dive Bar Parking Lease	17,716
Subtotal		13,145,695
35	FINES & FORFEITURES	
351100	Court Fines	76,500
351500	Court Fines - Traffic \$12.50	50,000
354000	Local Ordinance Violations	50,000
354002	Local Fines-Parking Tickets	20,000
354003	Local Fines-False Alarms	3,000
359100	Oth Fines-Federal Forfeits	15,000
Subtotal		214,500
36	MISCELLANEOUS	
361101	Interest-Cash w/Broker Invest	600,000
361102	Interest-SBA	200,000
361106	Interest-Allspring	900,000
361108	Interest-Bank Interest	2,000,000
361110	Interest-FLCLASS	150,000
361113	Interest-CRA Loan	60,267
361114	Interest-Economic Development	20,000
366111	Donation-Jupiter Jubilee	18,000

FUND: 001 / General Fund

Dept./Div: Revenues

A/C No.	Description	Proposed FY 2025
369340	Oth Rev-Insurance Reimburse	20,000
369900	Other Miscellaneous Revenue	25,000
369907	Oth Rev-Rebate Revenue	70,000
369942	Oth Rev-Wellness Programs	35,000
	Subtotal	4,098,267
38	TRANSFERS	
381190	Tfr Fr-CRA	700,000
	Subtotal	700,000
38	NON-REVENUES	
380000	Designated Fr Fund Balance	-
	Subtotal	-
	TOTAL	77,092,358

TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2024 - 2025

FUND: 001 / General Fund

Dept./Div: Expenditures

A/C No.	Description	Proposed FY 2025
511000	Executive Salaries	1,704,539
512000	Regular Salaries	24,770,890
514000	Overtime	1,384,947
514020	Comp Time Paid	246,685
514030	Holiday Additional Compensation	385,567
515000	Special Pay	107,140
518100	Retirement - Council	11,100
	Subtotal	28,610,868
521000	FICA Taxes	2,043,091
522001	FRS	2,423,159
522002	Police Pension	3,084,369
522005	State Police Pension	611,245
523000	Life & Health Insurance	5,969,816
524000	Workers Comp Insurance	330,231
525000	Unemployment Claims	10,000
	Subtotal	14,471,911
531000	Professional Services	947,631
531005	Legal Review	5,000
531006	Historical Resources Brd	10,000
531008	Litigation	175,000
531009	Labor Attorney	30,000
531011	Canine	9,500
531501	Engineering Recording Fees	1,000
532000	Accounting & Auditing	90,000
534000	Other Contractual Service	1,404,836
534001	Garbage Collection	6,585,963
534002	Town-wide Training	43,100
534003	Wellness Programs	40,000
534004	Regional Communications	2,498,474
534005	Contractua Srvs - Recreation	542,500
540000	Travel & Per Diem	241,770
540001	Car Allowance	12,000
541000	Communication Services	333,709
542000	Postage & Freight	89,044
542001	Other Distribution Costs	7,000
543000	Utility Services	2,789,637
544000	Rentals & Leases	140,974

FUND: 001 / General Fund

Dept./Div: Expenditures

A/C No.	Description	Proposed FY 2025
545000	Insurance	1,530,812
546000	Repairs & Maintenance	2,143,465
546001	Vehicle R&M	348,656
546003	Grounds R&M	473,600
546004	Building Janitorial	174,685
546005	Parks R&M	13,025
546007	Landscape Maintenance	1,400,815
546008	Neighborhood Equity	200,000
546009	104/106 N Military Trail	15,531
546011	Barracks Building Maintenance	14,000
547000	Printing & Binding	142,305
548000	Promotional Activities	540,250
548001	Jupiter Jubilee	60,000
548002	Art Committee	16,000
548003	Neighborhood Enhancement	80,000
549000	Other Current Charges	394,690
549001	Legal Advertising	26,460
549004	Recruiting Advertisements	500
549005	Credit Card Process Fee	90,590
549014	Doubtful Accounts	10,500
551000	Office Supplies	42,280
552000	Operating Supplies	1,294,163
552001	Uniforms	359,445
552002	Gas Oil & Lube	723,820
552003	Traffic Control Devices	62,150
552016	Canine Supplies	11,250
552017	Recreation Programs	64,000
552018	Summer Program	201,500
552021	Meeting	6,000
552023	Memorial Bricks	2,000
553000	Road Materials & Supplies	24,500
553001	Sidewalk Replacement	109,682
554000	Books Dues Pubs Etc	1,095,201
554001	Training Supplies	70,000
554002	Tuition Reimbursement	50,000
554003	Hosted Services	292,684
	Subtotal	28,081,697
564000	Machinery & Equipment	617,089
	Subtotal	617,089

FUND: 001 / General Fund

Dept./Div: Expenditures

A/C No.	Description	Proposed FY 2025
582000	Aid to Private Organizations	50,000
591045	Tfr To-JFRD Prelim	2,958,512
599001	Contingency	2,302,281
	Subtotal	5,310,793
	TOTAL	77,092,358

TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2024 - 2025

FUND **001 / General Fund**
Dept/Div: **00110011 / Town Council**

AC/No.	Description	Proposed FY 2025
511000	Executive Salaries	96,600
518100	Retirement - Council	11,100
	Subtotal	107,700
521000	FICA Taxes	6,870
522001	FRS	45,772
523000	Life & Health Insurance	69,232
524000	Workers Comp Insurance	117
	Subtotal	121,991
540000	Travel & Per Diem	5,000
541000	Communication Services	3,000
549000	Other Current Charges	1,000
551000	Office Supplies	500
552000	Operating Supplies	1,000
554000	Books Dues Pubs Subscriptions	3,000
	Subtotal	13,500
582000	Aid to Private Organizations	50,000
	Subtotal	50,000
	TOTAL	293,191

TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2024 - 2025

FUND **001 / General Fund**
Dept/Div: **00120012 / Town Manager**

AC/No.	Description	Proposed FY 2025
511000	Executive Salaries	269,772
512000	Regular Salaries	357,536
	Subtotal	627,308
521000	FICA Taxes	38,155
522001	FRS	187,057
523000	Life & Health Insurance	57,496
524000	Workers Comp Insurance	482
	Subtotal	283,190
540000	Travel & Per Diem	7,200
540001	Car Allowance	12,000
541000	Communication Services	3,000
546001	Vehicle R&M	500
549000	Other Current Charges	1,500
551000	Office Supplies	1,500
552000	Operating Supplies	1,500
552002	Gas Oil & Lube	500
554000	Books Dues Pubs Subscriptions	12,070
	Subtotal	39,770
	TOTAL	950,268

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2024 - 2025**

FUND **001 / General Fund**
Dept/Div: **00120112 / TM Community Relation**

AC/No.	Description	Proposed FY 2025
512000	Regular Salaries	404,672
	Subtotal	404,672
521000	FICA Taxes	28,952
522001	FRS	40,208
523000	Life & Health Insurance	129,495
524000	Workers Comp Insurance	412
	Subtotal	199,067
531000	Professional Services	53,750
540000	Travel & Per Diem	6,500
541000	Communication Services	2,500
542000	Postage & Freight	27,000
542001	Other Distribution Costs	7,000
544000	Rentals & Leases	7,700
547000	Printing & Binding	121,745
548000	Promotional Activities	58,800
551000	Office Supplies	6,000
552000	Operating Supplies	6,500
554000	Books Dues Pubs Subscriptions	5,460
	Subtotal	302,955
564000	Machinery & Equipment	10,000
	Subtotal	10,000
	TOTAL	916,694

TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2024 - 2025

FUND **001 / General Fund**
Dept/Div: **00120212 / TM Neighborhoods**

AC/No.	Description	Proposed FY 2025
512000	Regular Salaries	192,252
	Subtotal	192,252
521000	FICA Taxes	14,211
522001	FRS	36,640
523000	Life & Health Insurance	47,250
524000	Workers Comp Insurance	2,282
	Subtotal	100,383
540000	Travel & Per Diem	8,000
542000	Postage & Freight	500
547000	Printing & Binding	1,000
548003	Neighborhood Enhancement	80,000
551000	Office Supplies	500
552001	Uniforms	600
554000	Books Dues Pubs Subscriptions	3,600
	Subtotal	94,200
	TOTAL	386,835

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2024 - 2025**

FUND **001 / General Fund**
Dept/Div: **00121014 / Attorney**

AC/No.	Description	Proposed FY 2025
531000	Professional Services	275,000
531008	Litigation	175,000
	Subtotal	450,000
	TOTAL	450,000

TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2024 - 2025

FUND **001 / General Fund**
Dept/Div: **00122012 / Clerk**

AC/No.	Description	Proposed FY 2025
511000	Executive Salaries	117,427
512000	Regular Salaries	232,258
514000	Overtime	500
	Subtotal	350,185
521000	FICA Taxes	25,800
522001	FRS	83,313
523000	Life & Health Insurance	107,703
524000	Workers Comp Insurance	334
	Subtotal	217,150
534000	Other Contractual Service	177,000
534002	Town-wide Training	1,100
540000	Travel & Per Diem	8,400
541000	Communication Services	1,020
544000	Rentals & Leases	2,980
546000	Repairs & Maintenance	3,925
547000	Printing & Binding	12,500
548000	Promotional Activities	5,000
549001	Legal Advertising	26,460
551000	Office Supplies	1,700
552000	Operating Supplies	8,455
554000	Books Dues Pubs Subscriptions	5,640
	Subtotal	254,180
	TOTAL	821,515

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2024 - 2025**

FUND **001 / General Fund**
Dept / Div: **Finance**

AC/No.	Description	Proposed FY 2025
511000	Executive Salaries	180,156
512000	Regular Salaries	720,336
514000	Overtime	200
514020	Comp Time Paid	300
	Subtotal	900,992
521000	FICA Taxes	65,864
522001	FRS	168,404
523000	Life & Health Insurance	177,763
524000	Workers Comp Insurance	767
	Subtotal	412,798
531000	Professional Services	4,200
540000	Travel & Per Diem	23,950
541000	Communication Services	2,000
546000	Repairs & Maintenance	240
549000	Other Current Charges	3,900
551000	Office Supplies	1,500
552000	Operating Supplies	17,880
554000	Books Dues Pubs Etc	23,104
	Subtotal	76,774
	TOTAL	1,390,564

TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2024 - 2025

FUND **001 / General Fund**
Dept/Div: **00124013 / HR Administration**

AC/No.	Description	Proposed FY 2025
511000	Executive Salaries	147,066
512000	Regular Salaries	429,139
	Subtotal	576,205
521000	FICA Taxes	42,578
522001	FRS	109,262
523000	Life & Health Insurance	145,468
524000	Workers Comp Insurance	433
	Subtotal	297,741
531000	Professional Services	23,000
531009	Labor Attorney	30,000
534002	Town-wide Training	42,000
534003	Wellness Programs	40,000
540000	Travel & Per Diem	13,300
541000	Communication Services	2,040
544000	Rentals & Leases	4,000
546000	Repairs & Maintenance	8,500
547000	Printing & Binding	500
548000	Promotional Activities	39,100
549000	Other Current Charges	20,000
551000	Office Supplies	4,000
552000	Operating Supplies	8,000
554000	Books Dues Pubs Subscriptions	14,270
554002	Tuition Reimbursement	50,000
	Subtotal	298,710
	TOTAL	1,172,656

TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2024 - 2025

FUND **001 / General Fund**
Dept/Div: **Information Systems**

AC/No.	Description	Proposed FY 2025
511000	Executive Salaries	149,156
512000	Regular Salaries	1,087,109
514000	Overtime	16,500
	Subtotal	1,252,765
521000	FICA Taxes	92,585
522001	FRS	212,967
523000	Life & Health Insurance	261,498
524000	Workers Comp Insurance	1,207
	Subtotal	568,257
531000	Professional Services	237,581
540000	Travel & Per Diem	23,560
541000	Communication Services	5,776
544000	Rentals & Leases	3,070
546000	Repairs & Maintenance	1,067,707
549000	Other Current Charges	1,340
551000	Office Supplies	1,800
552000	Operating Supplies	533,505
554000	Books Dues Pubs Etc	70,682
554003	Hosted Services	292,684
	Subtotal	2,237,705
	TOTAL	4,058,727

TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2024 - 2025

FUND **001 / General Fund**
Dept/Div: **00131041 / Eng Administration**

AC/No.	Description	Proposed FY 2025
511000	Executive Salaries	147,339
512000	Regular Salaries	945,238
514000	Overtime	15,000
	Subtotal	1,107,577
521000	FICA Taxes	81,097
522001	FRS	198,239
523000	Life & Health Insurance	219,975
524000	Workers Comp Insurance	3,992
	Subtotal	503,303
531000	Professional Services	140,000
531501	Engineering Recording Fees	1,000
534000	Other Contractual Service	50,000
540000	Travel & Per Diem	3,000
541000	Communication Services	5,000
544000	Rentals & Leases	7,200
546000	Repairs & Maintenance	650
546001	Vehicle R&M	5,000
547000	Printing & Binding	550
549000	Other Current Charges	500
551000	Office Supplies	3,000
552000	Operating Supplies	3,800
552001	Uniforms	1,500
552002	Gas Oil & Lube	5,936
552003	Traffic Control Devices	4,000
554000	Books Dues Pubs Subscriptions	7,000
	Subtotal	238,136
	TOTAL	1,849,016

TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2024 - 2025

FUND **001 / General Fund**

Dept / Div: **Public Works**

AC/No.	Description	Proposed FY 2025
512000	Regular Salaries	1,947,957
514000	Overtime	43,400
	Subtotal	1,991,357
521000	FICA Taxes	149,034
522001	FRS	332,956
523000	Life & Health Insurance	616,288
524000	Workers Comp Insurance	33,378
	Subtotal	1,131,656
534000	Other Contractual Service	50,282
540000	Travel & Per Diem	3,300
541000	Communication Services	17,100
544000	Rentals & Leases	6,500
546000	Repairs & Maintenance	501,152
546001	Vehicle R&M	42,000
546003	Grounds R&M	62,000
546004	Building Janitorial	120,685
546007	Landscape Maintenance	1,400,815
546009	104/106 N Military Trail	15,531
546011	Barracks Building Maintenance	14,000
549000	Other Current Charges	700
551000	Office Supplies	3,000
552000	Operating Supplies	51,642
552001	Uniforms	16,370
552002	Gas Oil & Lube	75,419
552003	Traffic Control Devices	58,150
553000	Road Materials & Supplies	24,500
553001	Sidewalk Replacement	109,682
552023	Memorial Bricks	2,000
554000	Books Dues Pubs Etc	13,510
	Subtotal	2,588,338
564000	Machinery & Equipment	266,180
	Subtotal	266,180
	TOTAL	5,977,531

TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2024 - 2025

FUND **001 / General Fund**
Dept/Div: **00132572 / PWP Park Maintenance**

AC/No.	Description	Proposed FY 2025
512000	Regular Salaries	1,080,348
514000	Overtime	30,000
514020	Comp Time Paid	6,700
514030	Holiday Additional Compensatn	4,000
	Subtotal	1,121,048
521000	FICA Taxes	81,791
522001	FRS	163,154
523000	Life & Health Insurance	370,792
524000	Workers Comp Insurance	24,854
	Subtotal	640,591
534000	Other Contractual Service	274,754
540000	Travel & Per Diem	4,000
541000	Communication Services	10,255
543000	Utility Services	23,973
544000	Rentals & Leases	10,360
546000	Repairs & Maintenance	325,923
546001	Vehicle R&M	17,000
546003	Grounds R&M	411,600
546004	Building Janitorial	32,000
546005	Parks R&M	11,025
552000	Operating Supplies	33,250
552001	Uniforms	12,825
552002	Gas Oil & Lube	72,784
554000	Books Dues Pubs Subscriptions	7,635
	Subtotal	1,247,384
564000	Machinery & Equipment	128,000
	Subtotal	128,000
	TOTAL	3,137,023

TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2024 - 2025

FUND **001 / General Fund**
Dept/Div: **Planning and Zoning**

AC/No.	Description	Proposed FY 2025
511000	Executive Salaries	182,401
512000	Regular Salaries	1,231,878
514000	Overtime	3,000
514020	Comp Time Paid	750
	Subtotal	1,418,029
521000	FICA Taxes	103,140
522001	FRS	246,669
523000	Life & Health Insurance	304,181
524000	Workers Comp Insurance	1,384
	Subtotal	655,374
531000	Professional Services	57,000
531005	Legal Review	5,000
531006	Historical Resources Brd	10,000
534000	Other Contractual Service	433,020
540000	Travel & Per Diem	13,766
541000	Communication Services	2,712
544000	Rentals & Leases	3,240
546000	Repairs & Maintenance	2,100
546001	Vehicle R&M	1,200
549000	Other Current Charges	1,000
551000	Office Supplies	5,500
552000	Operating Supplies	14,600
552002	Gas Oil & Lube	1,000
554000	Books Dues Pubs Etc	16,420
	Subtotal	566,558
	TOTAL	2,639,961

TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2024 - 2025

FUND **001 / General Fund**
Dept/Div: **Police Department**

AC/No.	Description	Proposed FY 2025
511000	Executive Salaries	259,207
512000	Regular Salaries	14,098,430
514000	Overtime	1,181,847
514020	Comp Time Paid	228,935
514030	Holiday Additional Compensation	371,567
515000	Special Pay	107,140
	Subtotal	16,247,126
521000	FICA Taxes	1,143,829
522001	FRS	286,101
522002	Police Pension	3,084,369
522005	State Police Pension	611,245
523000	Life & Health Insurance	2,910,349
524000	Workers Comp Insurance	230,752
	Subtotal	8,266,645
531000	Professional Services	7,500
531011	Canine	9,500
534000	Other Contractual Service	243,856
534004	Regional Communications	2,498,474
540000	Travel & Per Diem	104,534
541000	Communication Services	115,097
544000	Rentals & Leases	48,051
546000	Repairs & Maintenance	81,141
546001	Vehicle R&M	269,863
547000	Printing & Binding	3,510
549000	Other Current Charges	21,500
549004	Recruiting Advertisements	500
551000	Office Supplies	5,330
552000	Operating Supplies	415,522
552001	Uniforms	313,920
552002	Gas Oil & Lube	552,525
552016	Canine Supplies	11,250
554000	Books Dues Pubs Etc	830,954
554001	Training Supplies	70,000
	Subtotal	5,603,027
564000	Machinery & Equipment	152,000
	Subtotal	152,000
	TOTAL	30,268,798

TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2024 - 2025

FUND **001 / General Fund**
Dept/Div: **00135924 / Code Compliance Inspection**

AC/No.	Description	Proposed FY 2025
512000	Regular Salaries	529,437
514000	Overtime	4,500
514020	Comp Time Paid	2,000
	Subtotal	535,937
521000	FICA Taxes	39,208
522001	FRS	73,052
523000	Life & Health Insurance	154,187
524000	Workers Comp Insurance	4,136
	Subtotal	270,583
531000	Professional Services	11,000
534000	Other Contractual Service	20,940
540000	Travel & Per Diem	6,310
541000	Communication Services	9,985
542000	Postage & Freight	485
544000	Rentals & Leases	3,120
546000	Repairs & Maintenance	9,643
546001	Vehicle R&M	9,093
547000	Printing & Binding	2,000
549000	Other Current Charges	3,000
551000	Office Supplies	2,750
552000	Operating Supplies	17,209
552001	Uniforms	5,230
552002	Gas Oil & Lube	11,143
554000	Books Dues Pubs Subscriptions	11,845
	Subtotal	123,753
564000	Machinery & Equipment	40,459
	Subtotal	40,459
	TOTAL	970,732

TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2024 - 2025

FUND **001 / General Fund**
Dept/Div: **00136172 / Recreation Programs**

AC/No.	Description	Proposed FY 2025
511000	Executive Salaries	155,415
512000	Regular Salaries	1,514,300
514000	Overtime	90,000
514020	Comp Time Paid	8,000
514030	Holiday Additional Compensatn	10,000
	Subtotal	1,777,715
521000	FICA Taxes	129,977
522001	FRS	239,365
523000	Life & Health Insurance	398,139
524000	Workers Comp Insurance	25,701
	Subtotal	793,182
534000	Other Contractual Service	103,880
534005	Contractual Srvs - Recreation	542,500
540000	Travel & Per Diem	10,950
541000	Communication Services	4,400
544000	Rentals & Leases	6,000
546000	Repairs & Maintenance	85,000
546001	Vehicle R&M	4,000
546004	Building Janitorial	22,000
546005	Parks R&M	2,000
547000	Printing & Binding	500
548000	Promotional Activities	406,500
548001	Jupiter Jubilee	60,000
549000	Other Current Charges	250
551000	Office Supplies	2,100
552000	Operating Supplies	146,000
552001	Uniforms	9,000
552002	Gas Oil & Lube	4,513
552017	Recreation Programs	64,000
552018	Summer Program	201,500
554000	Books Dues Pubs Subscriptions	12,550
	Subtotal	1,687,643
	TOTAL	4,258,540

TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2024 - 2025

FUND **001 / General Fund**
Dept/Div: **00190019 / Other General Government**

AC/No.	Description	Proposed FY 2025
525000	Unemployment Claims	10,000
	Subtotal	10,000
531000	Professional Services	138,600
532000	Accounting & Auditing	90,000
534000	Other Contractual Service	51,104
534001	Garbage Collection	6,585,963
541000	Communication Services	149,824
542000	Postage & Freight	61,059
543000	Utility Services	2,765,664
544000	Rentals & Leases	38,753
545000	Insurance	1,530,812
546000	Repairs & Maintenance	57,484
546008	Neighborhood Equity	200,000
548000	Promotional Activities	30,850
548002	Art Committee	16,000
549000	Other Current Charges	340,000
549005	Credit Card Process Fee	90,590
549014	Doubtful Accounts	10,500
551000	Office Supplies	3,100
552000	Operating Supplies	35,300
552021	Meeting	6,000
554000	Books Dues Pubs Subscriptions	57,461
	Subtotal	12,259,064
564000	Machinery & Equipment	20,450
591045	Tfr To-JFRD	2,958,512
599001	Contingency	2,302,281
	Subtotal	5,281,243
	TOTAL	17,550,307

TOWN OF JUPITER BUDGET INFORMATION - STAFFING

AUTHORIZED POSITIONS

2024-2025

Town Manager	1
Assistant Town Manager	1
Senior Executive Assistant	1
Sr. Director of Internal Services	0.334
Total	3.334

Town Clerk	1
Sr. Director of Internal Services	0.334
Deputy Town Clerk	1
Administrative Specialist III	1
Records Coordinator	1
Total	4.334

Neighborhood Services Mgr	1
Neighborhood Services Coord.	1
Total	2

Communications Project Coordinator	1
Graphic Designer	1
Digital Content Coordinator	1
Web & Multi-Media Specialist	1
Community Relations Director	1
Total	5

Director, Finance	1
Asst Director, Finance	1
Accountant, Senior	2
Accountant	1
Accounting Specilaist	1
Accounts Payable & Payroll Coordinator	1
Financial Services Specialist	1
Payroll Specialist	1
Total	9

TOWN OF JUPITER BUDGET INFORMATION - STAFFING

AUTHORIZED POSITIONS

2024-2025

Director, Info. Systems	1
Sr. Director of Internal Services	0.334
Network Administrator	1
Network Specialist	2
Service Desk Specialist	2
Service Desk Specialist II	1
Administrative Specialist III	1
Service Desk Supervisor	1
Sr. Business Systems Analyst	1
Business Systems Analyst	1
GIS Manager	1
GIS Specialist	1
Total	13.334

Director, Human Resources	1
Risk Manager	1
Administrative Specialist III	1
Sr Human Resource Generalist	1
Human Resources Generalist	2
Human Resources Technician	1
Total	7

Director, Planning & Zoning	1
Assistant Director	1
Planner, Principal	3
Planner, Senior	2
Planner	2
Natural Resources Coordinator	1
Natural Resources Program Supervisor	1
Intern	0.25
Administrative Specialist III	1
Administrative Specialist II	1
P&Z Specialist	3
Total	16.25

TOWN OF JUPITER

BUDGET INFORMATION - STAFFING

AUTHORIZED POSITIONS

2024-2025

Accreditation Manager	1
Recruiting Admin	1
Administrative Specialist II	2
Captain	3
Chief of Police	1
Civilian Investigative Spec	1
Community Services Officer	1
Crime Analyst	1
Crime Scene Investigator	2
Deputy Police Chief	1
Evidence Technician	3
Executive Assistant	1
Fleet Coordinator	1
Major	3
Officer/Detective	99
Planning Administrative Service Mgr.	1
Police Records Manager	1
Purchasing Specialist	1
Records Specialist	5
Sergeant	14
Sr Crime Analyst	1
System Support Specialist	2
Total	146

Code Compliance Supervisor	1
Code Compliance Officer	6
Administrative Specialist III	1
Total	8

Director of Engineering and Public Works	1
Town Engineer	1
Engineer	1
Engineering Inspector	3
GIS/CAD Technician	1
Traffic Engineer	1
Project Engineer	1
Administrative Specialist III	1
Total	10

TOWN OF JUPITER BUDGET INFORMATION - STAFFING

AUTHORIZED POSITIONS		2024-2025
Administrative Specialist II		2
Auto Tech I		3
Auto Tech II		2
Fleet Operations Supervisor		1
HVAC Technician		0.5
Master HVAC Tech		1
Journeyman Electrician		2
Landscape Coordinator		1
Service Worker		4
Service Worker Sr		7
Service Worker Supervisor		1
Service Worker Tech		2
Special Projects Coordinator		1
Public Works Manager		1
Public Works Superintendent		1
Total		29.5
Service Worker		6
Service Worker Sr		6
Service Worker Supervisor		2
Service Worker Tech		4
Superintendent of Parks		1
Total		19
Director, Recreation		1
Recreation Coordinator		8
Recreation Supervisor		2
Service Worker Sr		1
Service Worker		1
Recreation Assistant (FY18 5)		1
Recreation Specialist		8
Total		22
Camp Counselor		40
Grand Total Gen Fund <i>(excluding Camp Counselors & On Call)</i>		294.75

**TOWN OF JUPITER
FIRE / EMS FUND
SUMMARY OF DRAFT BUDGET
FISCAL YEAR 2024 - 2025**

	Adopted 2023 - 2024	Proposed 2024 - 2025
REVENUES:		
Designated from Fund Balance	156,036	-
Designated from General Fund	11,282,673	2,604,352
TOTAL REVENUES	11,438,709	2,604,352
EXPENSES:		
Fire Administration	8,938,105	1,975,845
EMS Division	2,500,604	628,507
TOTAL EXPENSES	11,438,709	2,604,352

TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2024 - 2025

FUND **045 / Fire Fund**
Dept/Div: **Fire Department**

AC/No.	Description	Proposed FY 2025
511000	Executive Salaries	188,826
512000	Regular Salaries	872,076
	Subtotal	1,060,902
521000	FICA Taxes	76,953
522001	FRS	143,967
523000	Life & Health Insurance	207,479
524000	Workers Comp Insurance	34,804
	Subtotal	463,203
531000	Professional Services	281,000
531003	Town Attorney	52,500
534000	Other Contractual Service	45,000
540000	Travel & Per Diem	24,950
541000	Communication Services	1,926
544000	Rental/Leases	18,000
545000	Insurance	16,000
546001	Vehicle R&M	4,000
547000	Printing & Binding	500
549000	Other Current Charges	2,550
549004	Recruiting Advertisements	5,000
551000	Office Supplies	750
552000	Operating Supplies	19,000
552001	Uniforms	3,200
552002	Gas Oil & Lube	4,920
554000	Books Dues Pubs Subscriptions	35,951
	Subtotal	515,247
564000	Machinery & Equipment	65,000
	Subtotal	65,000
599001	Contingency	500,000
	Subtotal	500,000
	TOTAL	2,604,352

**TOWN OF JUPITER
BUDGET INFORMATION - STAFFING**

FIRE FUND

AUTHORIZED POSITIONS

2024-2025

Fire Chief	1
Executive Admin Asst	1
Deputy Fire Chief Admin & Support	1
DataAnalysis & Accreditation Manager	1
Deputy Fire Chief Operations	1
Division Chief of EMS	1
Division Chief of Support Service	1
Division Chief of Safety and Training	1
Admin Assistant III	1
Total	9

**TOWN OF JUPITER
WATER SYSTEM
SUMMARY OF OPERATING BUDGET
FISCAL YEAR 2025**

	Proposed FY 2025
REVENUES	
Charges for services	\$ 32,171,268
Interest	344,742
Miscellaneous	357,175
Designated from retained earnings	301,431
TOTAL REVENUES	\$ 33,174,616
EXPENSES	
Administration	\$ 3,978,211
Plant	13,748,505
Field	4,472,038
Cost Allocation - General Fund	1,794,513
Depreciation	6,722,000
Debt service	1,860,749
Contingency	598,600
Designated to retained earnings	-
TOTAL EXPENSES	\$ 33,174,616
FUNDS AVAILABLE FOR R&R (excluding retained earnings)	
Revenue	\$ 32,873,185
Less: Total expenses	(33,174,616)
Plus: Depreciation	6,722,000
Plus: OPEB	34,200
AVAILABLE FOR R&R	\$ 6,454,769
(R&R target is \$7.6M in FY2025)	
Notes:	
Capitalized Salaries	\$ 340,700

**TOWN OF JUPITER
BUDGET INFORMATION - REVENUES
FISCAL YEAR 2025**

FUND: Water System Fund

DEPT: Revenue

A/C No.	Description	Proposed FY 2025
34	CHARGES FOR SERVICE	
343300	CFS-Water Revenue	31,116,588
343305	CFS-Guaranteed	333,894
343306	CFS-AGRF	288,994
343307	CFS-Hydrant	74,920
343308	CFS-Concentrate/Raw IQ	229,678
343315	CFS-Juno Tax Billing Fees	4,302
343401	CFS-Garbage Billing Fees	93,540
349002	CFS-Plan Review Fees	25,392
349003	CFS-Recording Fees	3,960
	Subtotal	32,171,268
36	MISCELLANEOUS	
361101	Interest-Cash w/Broker Invest	99,800
361102	Interest-SBA	1,200
361110	Interest-FLCLASS	530
361115	Interest-Penalty Interest	2,200
361116	Interest-Voluntary Cap Surch	86,000
361121	Interest-TD Bank CD	-
361122	Interest-SunTrust Bank	-
361123	Interest-TD Bank Checking	62,748
361141	Interest-SW R&R Fund	92,264
361300	Interest-NCFVI	-
361400	Interest-Gain/Loss Sale Invest	-
325200	Assessment Tax Collection Fee	-
369900	Other Miscellaneous Rev	349,900
369930	Oth Rev-Refund Prior Yr Exp	5,000
369940	Oth Rev-Insurance Reim	-
369945	Oth Rev-Vehicle Fuel Reim	2,275
	Subtotal	701,917
38	NON-REVENUES	
380000	Designated fr Fund Balance	301,431
	Subtotal	301,431
	TOTAL	33,174,616

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENSES
FISCAL YEAR 2025**

FUND: 400 / Water System Fund

DEPT: Fund Summary Total

A/C No.	Description	Proposed FY 2025
511000	Executive Salaries	200,445
512000	Regular Salaries	4,315,557
514000	Overtime	311,157
514030	Holiday Additional Comp	42,983
	Subtotal	4,870,142
521000	FICA Taxes	383,361
522001	FRS	747,207
523000	Life & Health Insurance	1,158,481
524000	Workers Comp Insurance	62,700
526000	OPEB	34,200
	Subtotal	2,385,949
531000	Professional Services	854,532
531003	Town Attorney	35,000
531007	Laboratory Testing Services	172,325
534000	Other Contractual Service	818,788
540000	Travel & Per Diem	40,991
540001	Car Allowance	4,200
541000	Communication Services	77,499
542000	Postage & Freight	148,140
543000	Utility Services	3,048,922
544000	Rentals & Leases	92,920
545000	Insurance	809,873
546000	Repairs & Maintenance	2,421,809
546001	Vehicle R&M	85,965
546002	Wells R&M	282,500
546003	Grounds R&M	156,740
546004	Building Janitorial	91,900
547000	Printing & Binding	11,400
548000	Promotional Activities	23,200
549000	Other Current Charges	62,900
549005	Credit Card Process Fee	163,000
549010	Recording Fees	12,500
549013	Refund Prior Year Fees	7,500
549014	Doubtful Accounts	38,000
549015	Customer Deposit Interest	75,000
551000	Office Supplies	13,000
552000	Operating Supplies	664,135
552001	Uniforms	37,840
552002	Gas Oil & Lube	243,483

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENSES
FISCAL YEAR 2025**

FUND: 400 / Water System Fund

DEPT: Fund Summary Total

A/C No.	Description	Proposed FY 2025
552003	Traffic Control Devices	5,000
552005	RO Chemicals	1,115,910
552006	RO Concentrate Treatmnt	424,793
552007	RO Odor Control	234,047
552008	Nano Filtration Chemicals	1,174,323
552009	Nano Odor Control	401,400
552010	Nano Concentrate Treatm	31,384
552013	Lab Chemicals	101,300
554000	Books Dues Pubs Subscriptions	401,444
	Subtotal	14,383,663
559000	Depreciation	6,722,000
564000	Machinery & Equipment	559,000
	Subtotal	7,281,000
571000	Principal	1,657,500
572000	Interest	184,771
573000	Other Debt Service Costs	3,000
573001	Amortization	15,478
	Subtotal	1,860,749
599099	Cost Allocation Gen Fund	1,794,513
	Subtotal	1,794,513
599001	Contingency	598,600
	Subtotal	598,600
	TOTAL	33,174,616

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENSES
FISCAL YEAR 2025**

FUND: 400 / Water System Fund

DEPT: 40050033 / Admin

A/C No.	Description	Proposed FY 2025
511000	Executive Salaries	200,445
512000	Regular Salaries	814,474
512001	Inflation Subsidy	-
514000	Overtime	9,840
514020	Comp Time Paid	-
	Subtotal	1,024,759
521000	FICA Taxes	99,714
522001	FRS	227,991
523000	Life & Health Insurance	267,077
524000	Workers Comp Insurance	3,263
526000	OPEB	34,200
529000	Compensated Absences	-
	Subtotal	632,245
531000	Professional Services	316,371
531003	Town Attorney	35,000
534000	Other Contractual Service	111,863
540000	Travel & Per Diem	15,801
540001	Car Allowance	4,200
541000	Communication Services	12,340
542000	Postage & Freight	148,140
544000	Rentals & Leases	70,920
545000	Insurance	809,873
546000	Repairs & Maintenance	297,740
546001	Vehicle R&M	7,465
547000	Printing & Binding	8,400
548000	Promotional Activities	17,700
549000	Other Current Charges	6,900
549005	Credit Card Process Fee	163,000
549010	Recording Fees	12,500
549013	Refund Prior Year Fees	7,500
549014	Doubtful Accounts	38,000
549015	Customer Deposit Interest	75,000
551000	Office Supplies	5,500
552000	Operating Supplies	45,235
552001	Uniforms	5,030
552002	Gas Oil & Lube	5,825
554000	Books Dues Pubs Subscriptions	100,904
	Subtotal	2,321,207
564000	Machinery & Equipment	-
	Subtotal	-
	TOTAL	3,978,211

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENSES
FISCAL YEAR 2025**

FUND: 400 / Water System Fund

DEPT: 40050133 / Plant

A/C No.	Description	Proposed FY 2025
512000	Regular Salaries	2,292,575
514000	Overtime	121,117
514030	Holiday Additional Comp	42,983
	Subtotal	2,456,675
521000	FICA Taxes	182,640
522001	FRS	329,928
523000	Life & Health Insurance	489,140
524000	Workers Comp Insurance	38,310
	Subtotal	1,040,018
531000	Professional Services	519,755
531007	Laboratory Testing Services	172,325
534000	Other Contractual Service	56,900
540000	Travel & Per Diem	17,000
541000	Communication Services	44,600
543000	Utility Services	3,028,882
544000	Rentals & Leases	14,500
546000	Repairs & Maintenance	1,389,519
546001	Vehicle R&M	37,000
546002	Wells R&M	282,500
546003	Grounds R&M	144,500
547000	Printing & Binding	3,000
548000	Promotional Activities	5,500
549000	Other Current Charges	33,000
551000	Office Supplies	6,000
552000	Operating Supplies	495,900
552001	Uniforms	22,100
552002	Gas Oil & Lube	120,574
552005	RO Chemicals	1,115,910
552006	RO Concentrate Treatmnt	424,793
552007	RO Odor Control	234,047
552008	Nano Filtration Chemicals	1,174,323
552009	Nano Odor Control	401,400
552010	Nano Concentrate Treatm	31,384
552013	Lab Chemicals	101,300
554000	Books Dues Pubs Subscriptions	268,100
	Subtotal	10,144,812
564000	Machinry, Eqpmt, Softwr	107,000
	Subtotal	107,000
	TOTAL	13,748,505

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENSES
FISCAL YEAR 2025**

FUND: 400 / Water System Fund

DEPT: 40050233 / Water Field

A/C No.	Description	Proposed FY 2025
512000	Regular Salaries	1,208,508
514000	Overtime	180,200
	Subtotal	1,388,708
521000	FICA Taxes	101,007
522001	FRS	189,288
523000	Life & Health Insurance	402,264
524000	Workers Comp Insurance	21,127
	Subtotal	713,686
531000	Professional Services	18,406
534000	Other Contractual Service	650,025
540000	Travel & Per Diem	8,190
541000	Communication Services	20,559
543000	Utility Services	20,040
544000	Rentals & Leases	7,500
546000	Repairs & Maintenance	734,550
546001	Vehicle R&M	41,500
546003	Grounds R&M	12,240
546004	Building Janitorial	91,900
549000	Other Current Charges	23,000
551000	Office Supplies	1,500
552000	Operating Supplies	123,000
552001	Uniforms	10,710
552002	Gas Oil & Lube	117,084
552003	Traffic Control Devices	5,000
554000	Books Dues Pubs Subscriptions	32,440
	Subtotal	1,917,644
564000	Machinery & Equipment	452,000
	Subtotal	452,000
	TOTAL	4,472,038

TOWN OF JUPITER BUDGET INFORMATION - STAFFING

AUTHORIZED POSITIONS

2024-2025

Administration

Director, Utilities
Assistant Director, Utilities
Customer Service/Billing Manager
Utilities Business Admin
Special Projects Coordinator
Billing & Meter Operations Supervisor
Utility Engineer Technician
Accountant
Senior Engineer
Customer Service Coordinator
Customer Service Rep.
Customer Service Rep., Sr.

Total

1
1
1
1
1
1
1
1
1.5
1
4
2
16.5

Plant

HVAC Technician
Utilities Purchase&Asset Mgt Spc
Utilities Plant Mechanic
Administrative Specialist II
Utilities Compliance & Operations Mgr
Chief Water Plant Operator
Laboratory Manager
Utilities Lab Tech
Process Controls Technician
Scada Systems Analyst
Scada Systems Senior
Ops Tech Manager
Water Plant Maintenance Supervisor
Utilities Electrician
Utilities Electrical Controls Coordinator
Utilities Systems Manager
Water Plant Operator

Total

0.5
1
1
1
1
1
1
1
3
1
1
1
1
1
1
1
14
31.5

Field

Administrative Specialist II
Senior Engineer
Utility Field Representative
Utility Field Ops Supervisor
Utility Services Manager
Utility Worker Coordinator
Utility Worker I
Utility Filed Operations Coordinator
Utility Worker II

Total

1
0.5
4
1
0.5
2
2
1
7
19

67

**TOWN OF JUPITER
STORMWATER UTILITY
SUMMARY OF OPERATING BUDGET
FISCAL YEAR 2025**

	Proposed FY 2025
REVENUES	
Charges for services	\$ 4,282,851
Interest & miscellaneous	54,825
Designated from retained earnings	468,203
TOTAL REVENUES	\$ 4,805,879
EXPENSES	
Administration	\$ 882,263
Field	2,052,804
Cost Allocation - General Fund	234,189
Depreciation	1,083,000
Debt service	453,623
Contingency	100,000
Designated to retained earnings	-
TOTAL EXPENSES	\$ 4,805,879
FUNDS AVAILABLE FOR R&R (excluding retained earnings)	
Revenue	\$ 4,337,676
Less: Expenses	(4,805,879)
Plus: Depreciation	1,083,000
Plus: OPEB	3,900
AVAILABLE FOR R&R	\$ 618,697
(R&R target is \$739k in FY2025)	
Notes:	
Capitalized Salaries	\$ 92,100

**TOWN OF JUPITER
BUDGET INFORMATION - REVENUES
FISCAL YEAR 2025**

FUND: 410 / Stormwater Fund

DEPT: Revenue

A/C No.	Description	Proposed FY 2025
34	CHARGES FOR SERVICE	
343900	CFS-Stormwater Utility Ch	4,250,636
343901	CFS-Rentals/Land Leases	27,365
349002	CFS-Plan Review Fees	4,850
	Subtotal	4,282,851
36	MISCELLANEOUS	
361101	Interest-Cash w/Broker	33,500
361102	Interest-SBA	21,000
369945	Oth Rev-Vehicle Fuel Reim	325
	Subtotal	54,825
38	NON-REVENUES	
380000	Designated fr Fund Balance	468,203
	Subtotal	468,203
	TOTAL	4,805,879

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENSES
FISCAL YEAR 2025**

FUND: 410 / Stormwater Fund

DEPT: Fund Summary

A/C No.	Description	Proposed FY 2025
512000	Regular Salaries	638,203
514000	Overtime	15,463
	Subtotal	653,666
521000	FICA Taxes	54,600
522001	FRS	101,653
523000	Life & Health Insurance	222,929
524000	Workers Comp Insurance	9,272
526000	OPEB	3,900
	Subtotal	392,354
531000	Professional Services	347,060
531003	Town Attorney	1,000
531007	Laboratory Testing Services	10,000
534000	Other Contractual Service	179,143
540000	Travel & Per Diem	11,500
541000	Communication Services	10,136
542000	Postage & Freight	17,520
543000	Utility Services	45,500
544000	Rentals & Leases	9,385
545000	Insurance	19,739
546000	Repairs & Maintenance	761,686
546001	Vehicle R&M	12,300
546003	Grounds R&M	105,000
547000	Printing & Binding	500
548000	Promotional Activities	5,000
549000	Other Current Charges	9,450
549005	Credit Card Processing	18,000
549014	Doubtful Accounts	3,700
551000	Office Supplies	500
552000	Operating Supplies	66,380
552001	Uniforms	6,615
552002	Gas Oil & Lube	42,468
552003	Traffic Control Devices	7,500
554000	Books Dues Pubs Subscriptions	28,965
	Subtotal	1,719,047
559000	Depreciation	1,083,000
564000	Machinery & Equipment	170,000
	Subtotal	1,253,000

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENSES
FISCAL YEAR 2025**

FUND: 410 / Stormwater Fund

DEPT: Fund Summary

A/C No.	Description	Proposed FY 2025
571000	Principal	361,359
572000	Interest	92,264
	Subtotal	453,623
599099	Cost Allocation Gen Fund	234,189
	Subtotal	234,189
599001	Contingency	100,000
	Subtotal	100,000
	TOTAL	4,805,879

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENSES
FISCAL YEAR 2025**

FUND: 410 / Stormwater Fund
DEPT: 41050038 / Stormwater / Admin

A/C No.	Description	Proposed FY 2025
512000	Regular Salaries	206,231
514000	Overtime	8,095
	Subtotal	214,326
521000	FICA Taxes	22,606
522001	FRS	41,768
523000	Life & Health Insurance	87,379
524000	Workers Comp Insurance	2,577
526000	OPEB	3,900
	Subtotal	158,230
531000	Professional Services	341,060
531003	Town Attorney	1,000
534000	Other Contractual Service	38,643
540000	Travel & Per Diem	3,500
541000	Communication Services	3,936
542000	Postage & Freight	17,520
544000	Rentals & Leases	6,985
545000	Insurance	19,739
546000	Repairs & Maintenance	15,435
546001	Vehicle R&M	1,300
547000	Printing & Binding	500
548000	Promotional Activities	5,000
549000	Other Current Charges	9,250
549005	Credit Card Processing	18,000
549014	Doubtful Accounts	3,700
551000	Office Supplies	500
552000	Operating Supplies	5,380
552001	Uniforms	3,150
552002	Gas Oil & Lube	3,399
554000	Books Dues Pubs Subscriptions	11,710
	Subtotal	509,707
	TOTAL	882,263

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENSES
FISCAL YEAR 2025**

FUND: 410 / Stormwater Fund

DEPT: 41050238/Stormwater / Field

A/C No.	Description	Proposed FY 2025
512000	Regular Salaries	431,972
514000	Overtime	7,368
	Subtotal	439,340
521000	FICA Taxes	31,994
522001	FRS	59,885
523000	Life & Health Insurance	135,550
524000	Workers Comp Insurance	6,695
	Subtotal	234,124
531000	Professional Services	6,000
531007	Laboratory Testing Services	10,000
534000	Other Contractual Service	140,500
540000	Travel & Per Diem	8,000
541000	Communication Services	6,200
543000	Utility Services	45,500
544000	Rentals & Leases	2,400
546000	Repairs & Maintenance	746,251
546001	Vehicle R&M	11,000
546003	Grounds R&M	105,000
549000	Other Current Charges	200
552000	Operating Supplies	61,000
552001	Uniforms	3,465
552002	Gas Oil & Lube	39,069
552003	Traffic Control Devices	7,500
554000	Books Dues Pubs Subscriptions	17,255
	Subtotal	1,209,340
564000	Machinery & Equipment	170,000
	Subtotal	170,000
	TOTAL	2,052,804

TOWN OF JUPITER BUDGET INFORMATION - STAFFING

STORMWATER

AUTHORIZED POSITIONS

2024-2025

Administration

Senior Engineer	1
Utility Engineer Technician	1
Customer Service Rep, Sr	1
Customer Service Rep.	1
Administative Specialist II	1
Total	5

Field

Utility Field Operations Coordinator	1
Utility Field Operations Supervisor	1
Utility Services Mgr	0.5
Utility Worker II	2
Utility Worker I	1
Total	5.5

10.5

**TOWN OF JUPITER
JUPITER RIVER ESTATES NON-ADVALOREM ASSESSMENT
FISCAL YEAR 2025**

	Proposed FY 2025
REVENUES	
Non-Ad Valorem Assessment	\$ 360
Interest & miscellaneous	67
TOTAL REVENUES	\$ 427
EXPENSES	
Postage	\$ 5
Other Current Charges	360
Designated to retained earnings	62
TOTAL EXPENSES	\$ 427

**TOWN OF JUPITER
BUILDING ENTERPRISE FUND
SUMMARY OF DRAFT BUDGET
FISCAL YEAR 2024 - 2025**

REVENUES:	Proposed 2024 - 2025
Building permits	5,262,000
Interest on investments	518,000
Misc. Revenue	1,950
Designated from retained earnings	-
TOTAL REVENUES	5,781,950
EXPENSES:	
Protective inspections	4,991,804
Cost Allocation - General Fund	745,146
Depreciation	45,000
TOTAL EXPENSES	5,781,950

**TOWN OF JUPITER
BUDGET INFORMATION - REVENUES
FISCAL YEAR 2023 - 2024**

FUND: 450 / Building Enterprise
Dept./Div: Revenues

A/C No.	Description	Proposed FY 2025
32	LICENSES & PERMITS	
322000	Building Permits	5,250,000
322991	Bldg Permits-DCA	6,000
322992	Bldg Permits-DBPR	6,000
	Subtotal	5,262,000
36	MISCELLANEOUS	
361101	Interest-Cash w/Broker Invest	75,000
361102	Interest-SBA	390,000
361110	Interest-FLCLASS	53,000
369945	Oth Rev-Vehicle Fuel Reimburse	1,950
	Subtotal	519,950
38	NON-REVENUES	
380000	Designated from retained earnings	-
	Subtotal	-
	TOTAL	\$5,781,950

TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2024 - 2025

FUND **450 / Building Enterprise**

AC/No.	Description	Proposed FY 2025
511000	Executive Salaries	211,197
512000	Regular Salaries	1,884,811
514000	Overtime	13,100
	Subtotal	2,109,108
521000	FICA Taxes	151,216
522001	FRS	353,775
523000	Life & Health Insurance	582,194
524000	Workers Comp Insurance	8,244
526000	OPEB	25,800
	Subtotal	1,121,229
531000	Professional Services	81,497
531003	Town Attorney	10,000
534000	Other Contractual Service	977,168
540000	Travel & Per Diem	28,293
541000	Communication Services	16,480
544000	Rentals & Leases	5,148
545000	Insurance	48,781
546000	Repairs & Maintenance	207,638
546001	Vehicle R&M	10,450
547000	Printing & Binding	700
548000	Promotional Activities	700
549000	Other Current Charges	798
549005	Credit Card Process Fee	101,400
551000	Office Supplies	5,600
552000	Operating Supplies	74,586
552001	Uniforms	4,310
552002	Gas Oil & Lube	18,000
554000	Books Dues Pubs Etc	114,918
	Subtotal	1,706,467
559000	Depreciation	45,000
564000	Machinery & Equipment	55,000
	Subtotal	100,000
599099	Cost Allocation Gen Fund	745,146
	Subtotal	745,146
	TOTAL	5,781,950

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2024 - 2025**

FUND **450 / Building Enterprise**

Dept/Div: **45040024 / Building Administration**

AC/No.	Description	Proposed FY 2025
511000	Executive Salaries	211,197
512000	Regular Salaries	563,727
514000	Overtime	2,500
	Subtotal	777,424
521000	FICA Taxes	54,967
522001	FRS	164,727
523000	Life & Health Insurance	155,180
524000	Workers Comp Insurance	3,835
526000	OPEB	25,800
	Subtotal	404,509
531000	Professional Services	81,497
531003	Town Attorney	10,000
534000	Other Contractual Service	2,500
540000	Travel & Per Diem	6,300
544000	Rentals & Leases	5,148
545000	Insurance	48,781
546000	Repairs & Maintenance	185,838
547000	Printing & Binding	700
549000	Other Current Charges	798
549005	Credit Card Process Fee	101,400
551000	Office Supplies	5,600
552000	Operating Supplies	52,096
552001	Uniforms	280
554000	Books Dues Pubs Etc	75,723
	Subtotal	576,661
559000	Depreciation	45,000
564000	Machinery & Equipment	55,000
	Subtotal	100,000
599099	Cost Allocation Gen Fund	745,146
	Subtotal	745,146
	TOTAL	2,603,740

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2024 - 2025**

FUND **450 / Building Enterprise**
Dept/Div: **45040124 / Building Inspections**

AC/No.	Description	Proposed FY 2025
512000	Regular Salaries	389,118
514000	Overtime	3,500
	Subtotal	392,618
521000	FICA Taxes	28,404
522001	FRS	53,517
523000	Life & Health Insurance	129,019
524000	Workers Comp Insurance	3,613
	Subtotal	214,553
534000	Other Contractual Service	770,000
540000	Travel & Per Diem	6,100
541000	Communication Services	16,480
546000	Repairs & Maintenance	4,800
546001	Vehicle R&M	10,450
552000	Operating Supplies	21,490
552001	Uniforms	2,840
552002	Gas Oil & Lube	18,000
554000	Books Dues Pubs Etc	19,924
	Subtotal	870,084
	TOTAL	1,477,255

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2023 - 2024**

FUND **450 / Building Enterprise**
45040224 / Building
Dept/Div: **Permitting**

AC/No.	Description	Proposed FY 2025
512000	Regular Salaries	567,296
514000	Overtime	5,100
	Subtotal	572,396
521000	FICA Taxes	40,261
522001	FRS	78,022
523000	Life & Health Insurance	240,452
524000	Workers Comp Insurance	499
	Subtotal	359,234
534000	Other Contractual Service	48,668
540000	Travel & Per Diem	7,425
548000	Promotional Activities	700
552000	Operating Supplies	1,000
552001	Uniforms	910
554000	Books Dues Pubs Etc	9,507
	Subtotal	68,210
	TOTAL	999,840

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2023 - 2024**

FUND **450 / Building Enterprise**

Dept/Div: **45040324 / Building Plan Review**

AC/No.	Description	Proposed FY 2025
512000	Regular Salaries	364,670
514000	Overtime	2,000
	Subtotal	366,670
521000	FICA Taxes	27,584
522001	FRS	57,509
523000	Life & Health Insurance	57,543
524000	Workers Comp Insurance	297
	Subtotal	142,933
534000	Other Contractual Service	156,000
540000	Travel & Per Diem	8,468
546000	Repairs & Maintenance	17,000
552001	Uniforms	280
554000	Books Dues Pubs Etc	9,764
	Subtotal	191,512
	TOTAL	701,115

**TOWN OF JUPITER
BUDGET INFORMATION - STAFFING**

BUILDING FUND

AUTHORIZED POSITIONS	2024-2025
Director, Construction Services	1
Building Official	1
Chief Plans Examiner	1
Plans Examiner	3
Construction Svc Coor	1
Chief Building Inspector	1
Building Inspector	5
Building Revenue & Budget Admin	1
Building Operations Admin	1
Building Support Specialist I	4
Building Support Specialist II	7
Administrative Specialist III	1
Administrative Specialist I	1
Total	28

**TOWN OF JUPITER
GENERAL OBLIGATION DEBT SERVICE FUND
SUMMARY OF PROPOSED BUDGET
FISCAL YEAR 2024 - 2025**

Ad valorem Taxes (0.0854 mills)	1,401,271
Reserve Balance	<u>595,600</u>
 TOTAL REVENUES	 <u><u>1,996,871</u></u>
 Debt Service	 <u><u>1,996,871</u></u>

**TOWN OF JUPITER
FIRE STATION DEBT SERVICE FUND
SUMMARY OF PROPOSED BUDGET
FISCAL YEAR 2024 - 2025**

Transfer from General Fund	<u>354,160</u>
 TOTAL REVENUES	 <u><u>354,160</u></u>
 Debt Service	 <u><u>354,160</u></u>

**TOWN OF JUPITER
INSURANCE FUND
FISCAL YEAR 2024 - 2025**

	Proposed Budget 2023-24
EST. BEGINNING FUND BALANCE	9,871,065
 OPERATING REVENUES	
GF - EMPR CONTRIBUTIONS	5,969,366
G F- EE CONTRIBUTIONS	734,012
FIRE FUND - EMPR CONTRIBUTIONS	207,464
FIRE FUND - EE CONTRIBUTIONS	23,513
WATER FUND - EMPR CONTRIBUTIONS	1,158,371
WATER FUND - EE CONTRIBUTIONS	138,415
SW FUND - EMPR CONTRIBUTIONS	222,905
SW FUND - EE CONTRIBUTIONS	32,321
BLDG FUND - EMPR CONTRIBUTIONS	582,148
BLDG FUND - EE CONTRIBUTIONS	71,903
RETIREE CONTRIBUTIONS**	226,312
 TOTAL REVENUE	 9,366,728
 EXPENDITURES	
CONTRACTUAL SERVICES	417,795
DENTAL INSURNACE	323,111
VISION INSURANCE	29,888
STOP LOSS PREMIUMS	708,765
HEALTH INSURNACE CLAIMS	5,610,556
OPT OUT	95,400
H.S.A. CONTRIBUTIONS	870,700
LIFE, AD&D, LTD, EAP	279,764
RESERVE EQUITY	1,030,749
 TOTAL EXPENDITURES	 9,366,728

Town of Jupiter Pay Ranges Effective January 1, 2025			
<u>Paygrade</u>	<u>Starting Salary</u>	<u>Midpoint</u>	<u>Ending Salary</u>
<u>Pay Grade 24-1</u>	\$36,947.34	\$48,955.65	\$ 60,963.97
<u>Pay Grade 24-2</u>	\$39,532.77	\$52,381.35	\$ 65,229.93
<u>Pay Grade 24-3</u>	\$42,300.58	\$56,048.18	\$ 69,795.78
<u>Pay Grade 24-4</u>	\$44,837.83	\$59,410.64	\$ 73,983.46
<u>Pay Grade 24-5</u>	\$47,527.64	\$62,974.04	\$ 78,420.44
<u>Pay Grade 24-6</u>	\$50,380.33	\$66,753.77	\$ 83,127.21
<u>Pay Grade 24-7</u>	\$54,221.78	\$70,752.67	\$ 87,283.57
<u>Pay Grade 24-8</u>	\$55,544.31	\$73,596.30	\$ 91,648.29
<u>Pay Grade 24-9</u>	\$58,320.15	\$77,274.98	\$ 96,229.80
<u>Pay Grade 24-10</u>	\$61,235.93	\$81,138.04	\$ 101,040.15
<u>Pay Grade 24-11</u>	\$63,686.01	\$84,384.05	\$ 105,082.09
<u>Pay Grade 24-12</u>	\$66,233.59	\$87,759.50	\$ 109,285.42
<u>Pay Grade 24-13</u>	\$68,883.25	\$91,270.31	\$ 113,657.37
<u>Pay Grade 24-14</u>	\$71,293.19	\$94,463.13	\$ 117,633.07
<u>Pay Grade 24-15</u>	\$73,788.00	\$97,769.44	\$ 121,750.89
<u>Pay Grade 24-16</u>	\$76,371.14	\$101,191.58	\$ 126,012.03
<u>Pay Grade 24-17</u>	\$79,044.89	\$104,734.31	\$ 130,423.72
<u>Pay Grade 24-18</u>	\$81,809.26	\$108,397.61	\$ 134,985.96
<u>Pay Grade 24-19</u>	\$84,673.42	\$112,192.71	\$ 139,712.00
<u>Pay Grade 24-20</u>	\$87,637.37	\$116,120.21	\$ 144,603.04
<u>Pay Grade 24-21</u>	\$90,704.56	\$120,183.63	\$ 149,662.70
<u>Pay Grade 24-22</u>	\$93,878.42	\$124,389.51	\$ 154,900.60
<u>Pay Grade 24-23</u>	\$97,164.70	\$128,743.14	\$ 160,321.58
<u>Pay Grade 24-24</u>	\$100,565.67	\$133,249.86	\$ 165,934.05
<u>Pay Grade 24-25</u>	\$103,078.84	\$136,579.81	\$ 170,080.77
<u>Pay Grade 24-26</u>	\$105,656.24	\$139,994.86	\$ 174,333.49
<u>Pay Grade 24-27</u>	\$108,297.88	\$143,495.03	\$ 178,692.18
<u>Pay Grade 24-28</u>	\$111,004.89	\$147,082.09	\$ 183,159.28
<u>Pay Grade 24-29</u>	\$113,780.73	\$150,759.56	\$ 187,738.38
<u>Pay Grade 24-30</u>	\$116,625.39	\$154,528.65	\$ 192,431.90
<u>Pay Grade 24-31</u>	\$119,541.17	\$158,391.71	\$ 197,242.25
<u>Pay Grade 24-32</u>	\$122,529.21	\$162,351.12	\$ 202,173.03
<u>Pay Grade 24-33</u>	\$125,591.81	\$166,409.24	\$ 207,226.66
<u>Pay Grade 24-34</u>	\$128,732.41	\$170,570.79	\$ 212,409.17
<u>Pay Grade 24-35</u>	\$131,951.01	\$174,835.17	\$ 217,719.34
<u>Pay Grade 24-36</u>	\$135,249.90	\$179,206.55	\$ 223,163.19
<u>Pay Grade 24-37</u>	\$138,630.23	\$183,685.48	\$ 228,740.74
<u>Pay Grade - Assistant Town Manager</u>	\$149,378.46	\$204,088.81	\$ 258,799.15
Police Department Command Staff as of January 1, 2025			
<u>Position</u>	<u>Starting Salary</u>	<u>Midpoint</u>	<u>Ending Salary</u>
Police Captain	\$ 151,753.52	\$ 167,497.95	\$ 183,242.38
Police Major	\$ 165,664.25	\$ 187,067.83	\$ 208,471.40
Deputy Police Chief	\$ 188,141.48	\$ 212,248.79	\$ 236,356.10
Police Chief	\$ 192,702.89	\$ 219,163.69	\$ 245,624.50
Fire Department Command Staff as of January 1, 2025			
<u>Position</u>	<u>Starting Salary</u>	<u>Midpoint</u>	<u>Ending Salary</u>
Fire Chief	\$ 191,100.00	\$ 205,432.50	\$ 219,765.00
Deputy Fire Chief	\$ 164,850.00	\$ 177,213.75	\$ 189,577.50
Division Chief	\$ 131,951.01	\$ 141,847.34	\$ 151,743.66
Camp Counselors as of March 1st, 2024			
	<u>Starting Salary</u>		
Youth Camp Counselor - HS Graduate with Experience or Some College with Experience	\$ 15.00		
Inclusion Counselor	\$ 15.25		
Associates Degree with Experience	\$ 15.50		
Bachelor's Degree with Experience	\$ 15.75		
Alternate Lead Counselor without Bachelor's Degree	\$ 16.00		
Alternate Lead Counselor with Bachelor's Degree			
Lead Counselor without Bachelor's Degree	\$ 16.25		
Certified Teacher/Lead Counselor with Bachelor's Degree	\$ 16.50		
Camp Coordinator without Bachelor's Degree	\$ 16.75		
Camp Coordinator with Bachelor's Degree	\$ 17.00		

TOWN OF JUPITER
Approving the Fiscal Year 2025-2029 Community Investment Program (Second Reading 9/19/24).



DATE	September 3, 2024
TO	Honorable Mayor and Members of Town Council
THRU	Frank Kitzerow, Town Manager
FROM	Scott Reynolds, Finance Director
SUBJECT	<u>Ordinance 21-24, First Reading</u> , Approving the Fiscal Year 2025-2029 Community Investment Program (Second Reading 9/19/24)

EXECUTIVE SUMMARY

Staff seeks approval on first reading of Ordinance 21-24 which adopts the 5 year Community Investment Program (CIP) for the Town of Jupiter for the fiscal years beginning October 1, 2024 and ending September 30, 2029.

ANALYSIS

The 2025-2029 fiscal years CIP expenditures total \$98,097,864 compared to the 2024-2028 fiscal years CIP adopted total of \$83,392,156. These totals represent a \$14.7 million increase in the current proposed CIP from the prior year adopted total. This increase is predominately attributable to increases for parks and playgrounds along with inflation related construction cost increases in the water and stormwater utility.

STRATEGIC PRIORITY

- Fiscal Responsibility
- Organizational Excellence
- Town Communication

ATTACHMENTS

1. Ordinance 21-24 CIP 1st Reading
2. Town Wide Combined CIP

FUNDING SOURCE

FY2025 Community Investment Program Budget

For more information or copies of the attachments, please contact Scott Reynolds at scottr@jupiter.fl.us or 561-741-2327.

ORDINANCE NO. 21-24

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JUPITER, FLORIDA, AMENDING THE TOWN'S COMPREHENSIVE PLAN TO UPDATE THE FIVE YEAR COMMUNITY INVESTMENT PROGRAM INCLUDED WITHIN THE CAPITAL IMPROVEMENTS ELEMENT OF THE COMPREHENSIVE PLAN; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Council of the Town of Jupiter, Florida (Town), has adopted a Comprehensive Plan pursuant to Chapter 163, Part II, Florida Statutes, formerly known as the Local Government Comprehensive Planning and Development Act and now known as the Growth Policy Act (the Act); and,

WHEREAS, the Florida Department of Community Affairs, now known as the Department of Economic Opportunity, previously determined that the Town's Comprehensive Plan was in compliance with the Local Government Comprehensive Planning and Development Act; and,

WHEREAS, the Florida Legislature has amended the Act such that local governments are no longer required to adopt a plan amendment to update the Capital Improvements Element of their comprehensive plans and to transmit them to the state land planning agency; and

WHEREAS, the Town Council has considered this ordinance for adoption to update the Capital Improvement Element of the Town's Comprehensive Plan as set forth in attached "**Attachment 2**"; and

WHEREAS, the Jupiter Town Council has conducted the required public hearings in accordance with Florida Statutes to adopt this Ordinance.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JUPITER, FLORIDA:

Section 1. The whereas clauses are incorporated herein as the legislative findings of the Town Council.

Section 2. Ordinance No. 57-89 of the Town of Jupiter, entitled "Comprehensive Plan of the Town of Jupiter," is hereby amended as set forth in the attached "Attachment 2", which is incorporated herein.

Section 3. Severability. If any section, paragraph, sentence, clause, phrase or word of this Ordinance is for any reason held by a court to be unconstitutional, inoperative or void, such holding shall not affect the remainder of this Ordinance.

Section 4. Repeal of Laws in Conflict. All ordinances or part of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 5. Effective Date. The provisions of this Ordinance shall take effect immediately upon its execution.

**Attachment: "Attachment 2" – Plan Amendments Amending the Updated
5-Year Community Investment Program for Fiscal Years 2025 – 2029.**

TOWN OF JUPITER

PROPOSED

COMMUNITY INVESTMENT PROGRAM

2025 – 2029

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**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

	Pg.	2025	2026	2027	2028	2029	Total
Engineering	3	\$ 5,109,894	\$ 4,225,000	\$ 6,635,000	\$ 1,125,000	\$ 1,125,000	\$ 18,219,894
Parks/Recreation	27	2,773,016	5,785,000	3,080,000	4,045,000	1,650,000	17,333,016
Neighborhoods	43	54,673	54,000	270,000	270,000	54,000	702,673
General Government	47	1,842,542	1,813,209	1,830,770	1,848,681	1,866,953	9,202,155
Planning and Zoning	55	280,000	185,000	115,000	500,000	-	1,080,000
Water	63	11,971,607	8,689,630	9,357,569	6,823,315	5,965,891	42,808,012
Stormwater	115	1,307,183	1,309,859	1,138,296	2,077,802	2,918,974	8,752,114
TOTAL		\$ 23,338,915	\$ 22,061,698	\$ 22,426,635	\$ 16,689,798	\$ 13,580,818	\$ 98,097,864

Project Funding	2025	2026	2027	2028	2029	Total
General Revenues	\$ 6,635,308	\$ 10,225,209	\$ 8,325,770	\$ 7,488,457	\$ 4,215,953	\$ 36,890,697
General Fund Trf	-	-	-	-	-	-
Surtax Proceeds	2,605,000	1,412,000	210,000	-	-	4,227,000
Grants :						
LRPI	-	103,500	227,850	187,750	-	519,100
CDBG	273,367	270,000	270,000	270,000	270,000	1,353,367
FDOT	-	150,000	2,275,000	-	-	2,425,000
FEMA Hazard Grant	910,390	-	-	-	-	910,390
Grant (Type TBD)	-	-	-	-	1,111,850	1,111,850
Escrow & Other Deposits	-	5,000	50,000	30,224	-	85,224
Road Impact Fees	-	-	800,000	-	-	800,000
Recreation Impact Fees	600,000	-	-	-	-	600,000
Off-Site Fees	56,000	35,650	33,713	31,775	29,838	186,976
Water R&R	11,111,896	8,653,980	9,323,856	6,791,540	6,146,053	42,027,325
Stormwater R & R	1,146,954	1,206,359	739,617	1,714,098	1,625,891	6,432,919
Stormwater Revenues	-	-	170,829	175,954	181,233	528,016
TOTAL	\$ 23,338,915	\$ 22,061,698	\$ 22,426,635	\$ 16,689,798	\$ 13,580,818	\$ 98,097,864

The Capital Improvements Plan (C-I-P) is established to set out the Town Council's capital priorities for the Town and to allow planning for said priorities over a five year time frame. It is recognized that these priorities, and financing abilities, may change and therefore the Town Council may add or delete items on an annual basis pursuant to Rule 9J-11.011(8), F.A.C., if determined necessary.

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
ENGINEERING
2025 - 2029**

Project No.	Project Description	Pg.	In Service Date	Balance Carryfwd	2025	2026	2027	2028	2029	Total
E2002	Arterial Roadway Landscaping Phase II	4	2025	\$ 635,155	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
E1003	Street Resurfacing	6	On-going	1,655,134	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
E1402	Traffic Management and Safety Improvements	8	On-going	717,153	225,000	125,000	125,000	125,000	125,000	725,000
E23XX	North Pennock Lane Sidewalk & Drainage Improvements	10	2025	270,776	319,894	-	-	-	-	319,894
E2200	Public Works Maintenance Facilities Renovations	12	2025	404,746	2,075,000	-	-	-	-	2,075,000
E1201	Southern Extension of Island Way	14	2026	7,429,407	500,000	200,000	-	-	-	700,000
E1906	Indiantown Road Western Corridor Improvements	16	2027	150,000	-	300,000	4,550,000	-	-	4,850,000
E2303	Sawfish Bay Park Seawall Replacement	18	2027	130,000	50,000	750,000	750,000	-	-	1,550,000
E2304	Toney Penna Dr & Bush Rd Intersection Improvements	20	2025	60,950	700,000	-	-	-	-	700,000
E2401	WWII Barracks Building Renovations	22	2026	38,665	190,000	300,000	-	-	-	490,000
E24XX	Renovations at Marlins Quad at Roger Dean Stadium	24	2027	-	30,000	1,550,000	210,000	-	-	1,790,000
E2302	Riverside Drive Pedestrian and Sidewalk Improvements	N/A	2027	35,000	-	-	-	-	-	-
E0015	Mast Arm Signal General	N/A	On-going	362,416	-	-	-	-	-	-
E1901	Jupiter Park Dr/Central Blvd Intersection Improvements	N/A	2025	866,460	-	-	-	-	-	-
E2100	WWII Barracks Bldg-Jup Lighthouse Museum Temp Relocate	N/A	2025	135,068	-	-	-	-	-	-
E0038	Collector Road Lighting	N/A	2025	295,931	-	-	-	-	-	-
E1002	Neighborhood Sidewalks	N/A	Moved to Operating	135,504	-	-	-	-	-	-
Total				\$ 13,322,365	\$ 5,109,894	\$ 4,225,000	\$ 6,635,000	\$ 1,125,000	\$ 1,125,000	\$ 18,219,894

Project Funding	Balance Carryfwd	2025	2026	2027	2028	2029	Total
General Revenues	\$ 7,364,056	\$ 2,286,200	\$ 2,663,000	\$ 3,350,000	\$ 1,125,000	\$ 915,000	\$ 10,339,200
Surtax Funds	2,000,000	2,605,000	1,412,000	210,000	-	-	4,227,000
Road Impact Fees	1,637,533	-	-	800,000	-	-	800,000
FDOT Grant	-	-	150,000	2,275,000	-	-	2,425,000
CDBG Funds	270,776	218,694	-	-	-	-	218,694
Developer Contributions	1,050,000	-	-	-	-	-	-
PBC Contributions	1,000,000	-	-	-	-	-	-
Water R & R funds	-	-	-	-	-	210,000	210,000
TOTAL	\$ 13,322,365	\$ 5,109,894	\$ 4,225,000	\$ 6,635,000	\$ 1,125,000	\$ 1,125,000	\$ 18,219,894

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: Arterial Roadway Landscaping Phase II	Department: Engineering
Link to Strategic Plan/Strategic Result: Organizational Excellence	Project #: E2002
	Projected In-Service Date: 2025

Project Description and Justification:

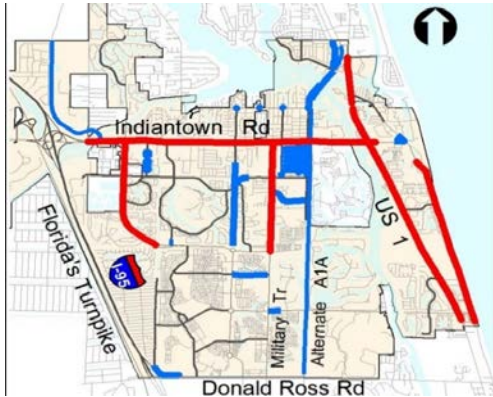
Project Description: This project scope includes the design for new landscaping and existing landscaping, removal of the existing deteriorated plants/trees, and installation of new supplemental landscaping along A1A, Central Boulevard, Frederick Small Road, Indiantown Road, Island Way, Military Trail, and US Highway 1. This project will also provide design and installation of irrigation upgrades.

Justification: This project supplements existing landscaping along the Town's major arterials where plants have either aged or been damaged by road use (accidents, pedestrians, etc.).

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	Construction: Minor increases in construction prices	\$20,000
2026		
2027		
2028		

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Arterial Roadway Landscaping Phase II							Engineering
Link to Strategic Plan/Strategic Result:							Project #:
Organizational Excellence							E2002
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$120,000	\$0	\$0	\$0	\$0	\$0	\$120,000
Construction	\$615,000	\$20,000	\$0	\$0	\$0	\$0	\$635,000
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$735,000	\$20,000	\$0	\$0	\$0	\$0	\$755,000
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$735,000	\$20,000	\$0	\$0	\$0	\$0	\$755,000
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$735,000	\$20,000	\$0	\$0	\$0	\$0	\$755,000
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$100,000	\$540,000	\$20,000	\$25,000	\$50,000	\$735,000
Amount Expended	\$0	\$27,218	\$66,285	\$5,215	\$0	\$1,127	\$99,845
Balance							\$635,155

TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029

Project Name: Street Resurfacing	Department: Engineering
Link to Strategic Plan/Strategic Result: Manage Growth	Project #: E1003
	Projected In-Service Date: On-going

Project Description and Justification:

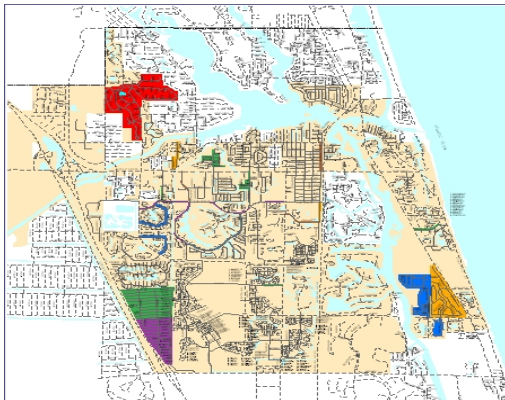
Project Description:The Town has approximately 310 centerline lane miles of Town maintained roads. The resurfacing funds have been reallocated to a variety of maintenance techniques such as crack sealing, slurry sealing, micro resurfacing, sectional pavement and patch repairs, collector road safety edge installations and intersection radii/curb installations. The Town's Neighborhoods pending resurfacing were surveyed and with the Pavement Condition Index (PCI) was updated in FY 2011; conditions are monitored and reevaluated. The Town-wide PCI is being updated in FY 2020.

Justification:Priority of roadways under the overlay program is based on resurfacing the poorest pavement surfaces first with some consideration given to geographical proximity and economy of scale. Staff will continue to monitor the pavements to ensure the condition does not deteriorate such that more extensive repairs and rehabilitation will be required and likewise initiate resurfacing sooner to capture savings created by recent unit prices.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	Engineering: In-House design. Resurfacing of Egret Landing, misc. concrete repairs and pavement repairs Town-wide.	Construction: \$1,000,000
2026	Engineering: In-House design. Resurfacing of New Haven, misc. concrete repairs and pavement repairs Town-wide.	Construction: \$1,000,000
2027	Engineering: In-House design. Resurfacing of The Island of Abacoa, School House Rd, Yacht Club Estates, Old Jupiter Beach Road, Indiantown Road East (US1 to A1A), misc. concrete repairs and pavement repairs Town-wide.	Construction: \$1,000,000
2028	Engineering: In-House design. Resurfacing of N. Pennock Ln, Old Dixie Highway (ITR to Center St), Fisherman's Landing, Turner Quay, Commercial Alleyways, misc. concrete repairs and pavement repairs Town-wide.	Construction: \$1,000,000
2029	Engineering: In-House design. Resurfacing of Antigua, Jupiter Park of Commerce, Water Treatment Plant, Palm Avenue, misc. concrete repairs and pavement repairs Town-wide.	Construction: \$1,000,000

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:						Department:	
Street Resurfacing						Engineering	
Link to Strategic Plan/Strategic Result:						Project #:	
Manage Growth						E1003	
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$150,000	\$0	\$0	\$0	\$0	\$0	\$150,000
Construction	\$10,816,420	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$15,816,420
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$10,966,420	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$15,966,420
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$10,966,420	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$790,000	\$15,756,420
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$210,000	\$210,000
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$10,966,420	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$15,966,420
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$6,541,420	\$700,000	\$625,000	\$750,000	\$950,000	\$1,400,000	\$10,966,420
Amount Expended	\$6,282,193	\$461,376	\$466,077	\$278,840	\$11,678	\$1,811,123	\$9,311,286
Balance							\$1,655,134

Footnote: Expenditures anticipated to continue after 5-year planning window.

TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029

Project Name: Traffic Management and Safety Improvements	Department: Engineering
Link to Strategic Plan/Strategic Result: Mobility	Project #: E1402
	Projected In-Service Date: On-going

Project Description and Justification:

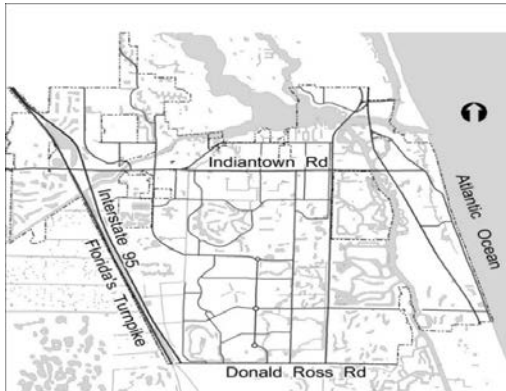
Project Description: Evaluate reported or identified traffic management issues such as vehicle stacking, speeding, pavement edge rutting/failure, etc., and design & construct appropriate modifications such as traffic calming, curbing, signs, striping, medians, pedestrian signals, shoulder, or turn lane modifications, etc.

Justification: With the continued growth of the Town and the Town's pedestrian, bicycle and vehicular traffic, there is an increased need to provide improvements, controls, restrictions, etc. for traffic management and proper pedestrian and vehicular interfaces. Increased speeding, neighborhood cut-through traffic, damage to existing roadway pavement, accidents, and other consequences can occur without an effective program to address emergent issues and concerns.

Location(s) and Program Schedule

Fiscal	Scope	Budget
	Crosswalk Safety Enhancement with RRFB: Design consultant service for Crosswalk safety enhancements with RRFB (Rectangular Rapid Flashing Beacon) at 10 locations including S. Lox. Dr. (2 locations on 6th St and midblock bet. 7th & 8th), Palmfield Way, University Blvd, Toney Penna Dr, Main St., Maplewood Dr (& Pinetree Trl), Greenway Dr, Longshore Dr (by Central	\$100,000
2025	Construction: Restriping work on Town roads, Toney Penna Drive/Central Boulevard Turn Lane extension.	\$125,000
2026	Construction: Restriping work on Town roads and other miscellaneous small projects	\$125,000
2027	Construction: Restriping work on Town roads and other miscellaneous small projects	\$125,000
2028	Construction: Restriping work on Town roads and other miscellaneous small projects	\$125,000
2029	Construction: Restriping work on Town roads and other miscellaneous small projects	\$125,000

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:						Department:	
Traffic Management and Safety Improvements						Engineering	
Link to Strategic Plan/Strategic Result:						Project #:	
Mobility						E1402	
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$1,435,754	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$2,060,754
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$1,435,754	\$225,000	\$125,000	\$125,000	\$125,000	\$125,000	\$2,160,754
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$1,015,754	\$225,000	\$125,000	\$125,000	\$125,000	\$125,000	\$1,740,754
Impact fees	\$420,000	\$0	\$0	\$0	\$0	\$0	\$420,000
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$1,435,754	\$225,000	\$125,000	\$125,000	\$125,000	\$125,000	\$2,160,754
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$925,754	\$100,000	\$100,000	\$50,000	\$160,000	\$100,000	\$1,435,754
Amount Expended	\$840,754	\$83,310	\$50,971	\$44,418	\$51,536	\$47,612	\$1,118,601
Balance							\$317,153

Footnote: Expenditures anticipated to continue after 5-year planning window.

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name:	North Pennock Lane Sidewalk & Drainage Improvements		Department:	Engineering	
Link to Strategic Plan/Strategic Result:	Mobility / Unique, Small Town Feel		Project #:	E2301	Projected In-Service Date: 2025

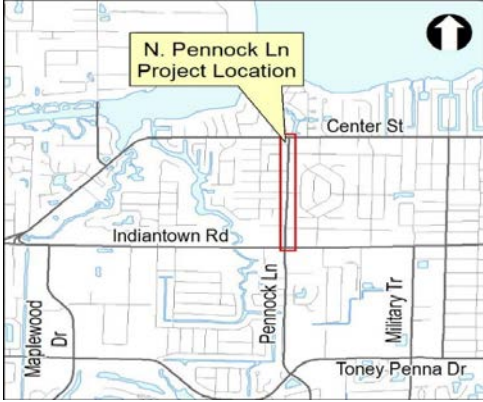
Project Description and Justification:

Project Description: Reconstruction of the sidewalk along east side of North Pennock Lane from Southview Drive to Northview Drive to raise the sidewalk from current elevation or location at or near the roadside swale elevation to a more functional elevation that allows the sidewalk to stay in service rather than to be submerged after rain events. The project requires reconstruction of existing driveway turnouts as well as drainage system improvements to accommodate the elevation increase of the sidewalk.

Justification: The existing sidewalk along east side of North Pennock Lane is located in or near the lowest point of the east shoulder of the road right of way and as such after rainfall events the sidewalk routinely floods with stormwater rendering the sidewalk unusable, requiring pedestrians to walk into the front yards or out near or into the edge of the road. Pennock Lane serves as a main corridor for pedestrian activity between Indiantown Road and Center Street, has school bus stops along the road, and also serves as one of the main pedestrian accessways to/from the large residential communities lying east & west of North Pennock. As such, improving the functionality of the sidewalk for year around use is highly beneficial.

Location(s) and Program Schedule		
Fiscal Yr	Scope	Budget
2025	Construction: Complete new sidewalk installation.	\$319,894
2026		
2027		
2028		
2029		

Project Photo(s) / Map of Location




**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
North Pennock Lane Sidewalk & Drainage Improvements							Engineering
Link to Strategic Plan/Strategic Result:							Project #:
Mobility / Unique, Small Town Feel							E2301
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$110,000	\$0	\$0	\$0	\$0	\$0	\$110,000
Construction	\$207,776	\$319,894	\$0	\$0	\$0	\$0	\$527,670
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$317,776	\$319,894	\$0	\$0	\$0	\$0	\$637,670
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$101,200	\$0	\$0	\$0	\$0	\$101,200
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues-CDBG	\$270,776	\$218,694	\$0	\$0	\$0	\$0	\$489,470
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$47,000	\$0	\$0	\$0	\$0	\$0	\$47,000
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$317,776	\$319,894	\$0	\$0	\$0	\$0	\$637,670
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$110,000	\$207,776	\$317,776
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance							\$317,776

TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029

Project Name:	Department:	
Public Works Maintenance Facilities Renovations	Engineering	
Link to Strategic Plan/Strategic Result:	Project #:	Projected In-Service Date:
Organizational Excellence	E2200	2025

Project Description and Justification:

Project Description: This scope of work expands the compound fence, provides additional graded base rock area for outdoor storage, constructs a 4,500 SF structure with one air conditioned bay, constructs a three bay metal storage structure, demolishes existing pole barn, constructs a open air area for storage of equipment/materials, constructs bulk material bins, a larger diesel storage tank for Town vehicles, and provides the stormwater infrastructure to support these facilities. This project also modifies the existing Public Works Storage Building to add a backup generator, additional insulation as needed, and air conditioned office space. This project also provides a master plan of the maintenance complex, reviewing all functions and department spaces which operate in the area so the Town can plan for future renovations and space needs.

Justification: The Town's growth has led to the need for additional office and equipment/material storage within the Maintenance Complex. This project provides office space and dry storage/protection from the elements for various valuable materials/equipment and a segregated storage location for various materials; base rock, crusher stone, and sand as well as spoil or waste (such as damaged concrete sidewalks).

Fiscal Yr	Scope	Budget
2025	Construction: Construction compound fence, provides additional graded base rock area for outdoor storage, constructs a 4,500 SF structure with one air conditioned bay with office space, constructs a three bay metal storage structure, demolishes existing pole barn, constructs a open air area for storage of equipment/materials, add air conditioning and office space to one bay of existing metal building, constructs bulk material bins, a larger diesel storage tank for Town vehicles, and provides the stormwater infrastructure to support these facilities. The work also includes field office upgrades.	\$2,075,000
2026		
2027		
2028		
2029		

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Public Works Maintenance Facilities Renovations							Engineering
Link to Strategic Plan/Strategic Result:							Project #:
Organizational Excellence							E2200
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$364,746	\$0	\$0	\$0	\$0	\$0	\$364,746
Construction	\$0	\$2,075,000	\$0	\$0	\$0	\$0	\$2,075,000
Equipment	\$40,000	\$0	\$0	\$0	\$0	\$0	\$40,000
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$404,746	\$2,075,000	\$0	\$0	\$0	\$0	\$2,479,746
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$404,746	\$0	\$0	\$0	\$0	\$0	\$404,746
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$2,075,000	\$0	\$0	\$0	\$0	\$2,075,000
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$404,746	\$2,075,000	\$0	\$0	\$0	\$0	\$2,479,746
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$20,000	\$186,000	\$198,746	\$404,746
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$4,779	\$4,779
Balance							\$399,967

FY2024 Amendmend by \$123,917

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: Southern Extension of Island Way	Department: Engineering	
Link to Strategic Plan/Strategic Result: Mobility	Project #: E1201	Projected In-Service Date: 2027

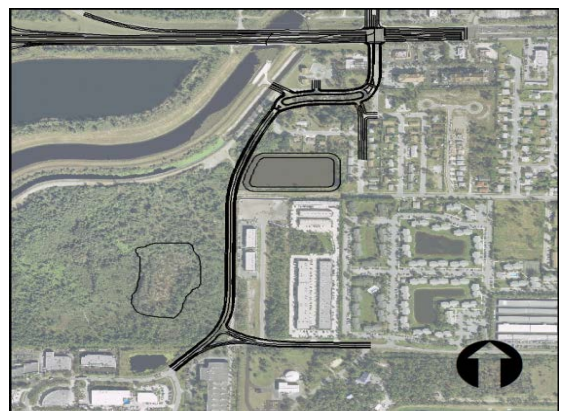
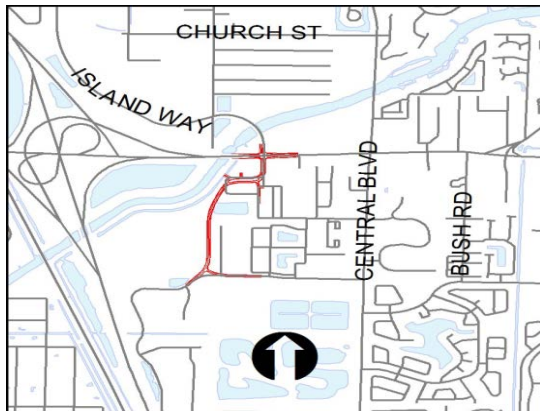
Project Description and Justification:

Project Description: Establish a precise alignment for the southern extension of the Western Corridor south of Indiantown Road with connection to Jupiter Park Drive. From the precise alignment, prepare preliminary engineering plans and establish right of way; acquire right of way. **Justification:** This connection will be a thoroughfare to access the Hawkeye Property and the Jupiter Park of Commerce. The connection will provide a reduction in trips at Central Boulevard and Indiantown Road.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	Additional costs for construction	\$500,000
2026	Additional costs for construction	\$200,000
2027		
2028		
2029		

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Southern Extension of Island Way							Engineering
Link to Strategic Plan/Strategic Result:							Project #:
Mobility							E1201
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition-ROW	\$2,849,290	\$0	\$0	\$0	\$0	\$0	\$2,849,290
Planning / Design	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
Engineering	\$500,000	\$0	\$0	\$0	\$0	\$0	\$500,000
Construction	\$4,300,000	\$500,000	\$200,000	\$0	\$0	\$0	\$5,000,000
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$7,669,290	\$500,000	\$200,000	\$0	\$0	\$0	\$8,369,290
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$2,104,290	\$0	\$0	\$0	\$0	\$0	\$2,104,290
Impact fees	\$1,500,000	\$0	\$0	\$0	\$0	\$0	\$1,500,000
Surtax proceeds	\$2,000,000	\$500,000	\$200,000	\$0	\$0	\$0	\$2,700,000
Escrow & deposits	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000
Developer Contributions	\$1,050,000	\$0	\$0	\$0	\$0	\$0	\$1,050,000
PBC Rd Impact Fee Crec	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$1,000,000
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$7,669,290	\$500,000	\$200,000	\$0	\$0	\$0	\$8,369,290
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$5,649,290	\$0	\$0	\$0	\$20,000	\$2,000,000	\$7,669,290
Amount Expended	\$208,789	\$0	\$0	\$31,094	\$0	\$0	\$239,883
Balance							\$7,429,407

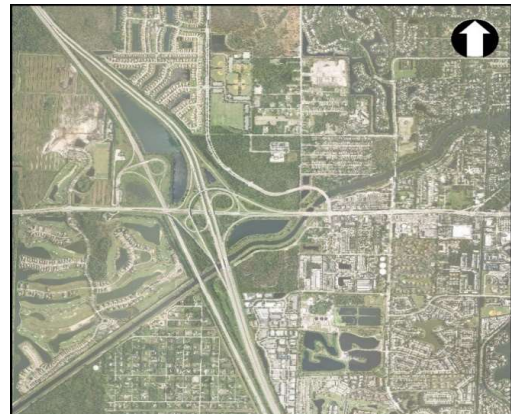
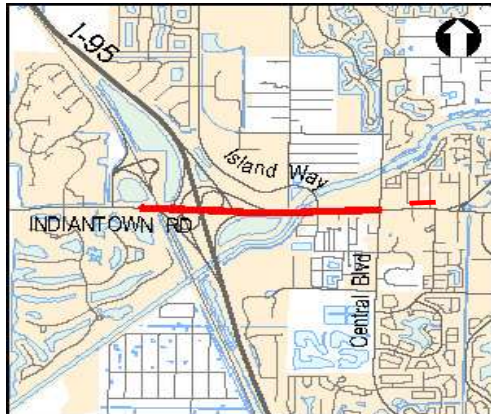
**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: Indiantown Road Western Corridor Improvements Phase II	Department: Engineering	
Link to Strategic Plan/Strategic Result: Mobility	Project #: E2400	Projected In-Service Date: TBD

Project Description and Justification:
Project Description: Provide additional lanes on Eastbound and Westbound Indiantown Road from Chasewood Plaza through the Southbound I-95 Off-Ramp.
Justification: This project will maintain the capacity and safety of the I-95 Northbound mainline while addressing congestion and delay on the surface arterials, SR 706, Indiantown Road.

Location(s) and Program Schedule		
Fiscal Yr	Scope	Budget
2025	Engineering: Additional costs for Engineering to coordinate and advance design - Carryforward funds	\$50,000
2026	Engineering: Design of project. (FDOT to pay a portion of the design costs) - Portion funded by carryforward	\$400,000
2027	Engineering: Consultant project management. (FDOT to pay for half the design and construction costs) Construction: Construction of the proposed improvements. (FDOT to pay for half the design and construction costs)	\$150,000 \$4,400,000
2028		
2029		

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name: Indiantown Road Western Corridor Improvements Phase II						Department: Engineering	
Link to Strategic Plan/Strategic Result: Mobility						Project #: E2400	
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$300,000	\$0	\$0	\$0	\$300,000
Engineering	\$150,000	\$0	\$0	\$0	\$0	\$0	\$150,000
Construction	\$0	\$0	\$0	\$4,550,000	\$0	\$0	\$4,550,000
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$150,000	\$0	\$300,000	\$4,550,000	\$0	\$0	\$5,000,000
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$150,000	\$1,475,000	\$0	\$0	\$1,625,000
Impact fees - Road	\$150,000	\$0	\$0	\$800,000	\$0	\$0	\$950,000
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FDOT	\$0	\$0	\$150,000	\$2,275,000	\$0	\$0	\$2,425,000
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$150,000	\$0	\$300,000	\$4,550,000	\$0	\$0	\$5,000,000
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$0	\$150,000	\$150,000
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance							\$150,000

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: Sawfish Bay Park Seawall Replacement	Department: Engineering
Link to Strategic Plan/Strategic Result: Green, Blue and Open Spaces / Organizational Excellence	Project #: E2303
	Projected In-Service Date: 2024

Project Description and Justification:

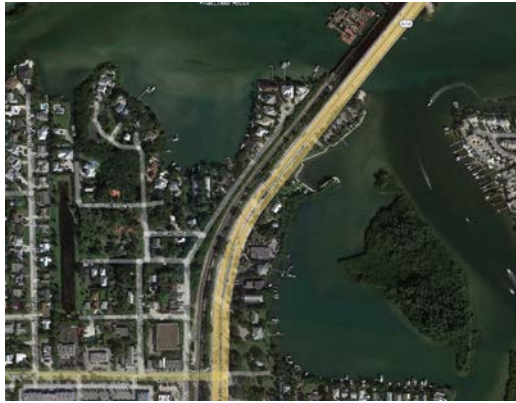
Project Description: The project consists of survey and design work for the replacement of the seawall in the Sawfish Bay Park. Town staff has identified cracks/spalling in the seawall cap that resulted in a review a structural engineer which is recommending the full replacement of the seawall. The survey and design work would be performed in FY 2024/2025 followed by construction in FY 2026/2027.

Justification: Sawfish Bay Park is used by Town residents for fishing and other various outdoor activities. The seawall pile cap repairs are required to maintain the structural integrity of the seawall to keep the park system at its current level of service and safe for participants and users. Seawall cap maintenance will not only keep our park system physically attractive but will also lessen the chances of potential accidents. Thus, minimizing the Town's exposure to possible legal action.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	Engineering: Additional costs for design of new seawall and layout.	\$50,000
2026	Construction: Commence new seawall installation.	\$750,000
2027	Construction: Complete new seawall installation.	\$750,000
2028		
2029		

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Sawfish Bay Park Seawall Replacement							Engineering
Link to Strategic Plan/Strategic Result:							Project #:
Green, Blue and Open Spaces / Organizational Excellence							E2303
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$80,000	\$50,000	\$0	\$0	\$0	\$0	\$130,000
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$750,000	\$750,000	\$0	\$0	\$1,500,000
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$80,000	\$50,000	\$750,000	\$750,000	\$0	\$0	\$1,630,000
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$80,000	\$50,000	\$750,000	\$750,000	\$0	\$0	\$1,630,000
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$80,000	\$50,000	\$750,000	\$750,000	\$0	\$0	\$1,630,000
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$30,000	\$100,000	\$130,000
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance							\$130,000

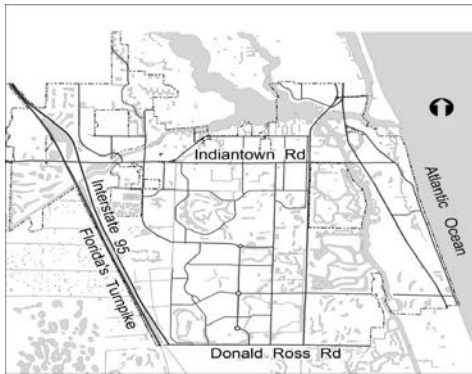
TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029

Project Name: Toney Penna Dr & Bush Rd Intersection Improvements	Department: Engineering
Link to Strategic Plan/Strategic Result: Mobility	Project #: E2304
	Projected In-Service Date: 2025

Project Description and Justification:
Project Description: This project aims to improve the intersection operational efficiency by installing an eastbound left-turn storage lane and a by-pass through lane at Toney Penna Drive (TPD) and Bush Road intersection. With expanded pavements, an exclusive left-turn lane on southbound approach and an eastbound receiving lane on the east approach will also be constructed to facilitate traffic flow making left out of Bush Road and merging with the eastbound through traffic. Other improvements include a crosswalk and drainage system.
Justification: The eastbound through traffic was frequently observed queuing behind the left-turning traffic onto Bush Road. The southbound left-turning traffic out of Bush Road also experience substantially delay. The proposed improvements are anticipated to address those adverse impacts during peak hours. The side-street (Bush Road) delay is estiamted to improve substantially from LOS F to LOS C during peak hours.

Location(s) and Program Schedule		
Fiscal Yr	Scope	Budget
2025	Design: Post design consultant services	\$25,000
	Construction: Construction of the proposed improvements	\$675,000
2026		
2027		
2028		
2029		

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Toney Penna Dr & Bush Rd Intersection Improvements							Engineering
Link to Strategic Plan/Strategic Result:							Project #:
Mobility							E2304
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000
Engineering	\$50,000	\$25,000	\$0	\$0	\$0	\$0	\$75,000
Construction	\$0	\$675,000	\$0	\$0	\$0	\$0	\$675,000
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$65,000	\$700,000	\$0	\$0	\$0	\$0	\$765,000
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$65,000	\$700,000	\$0	\$0	\$0	\$0	\$765,000
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$65,000	\$700,000	\$0	\$0	\$0	\$0	\$765,000
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$15,000	\$50,000	\$65,000
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$4,050	\$4,050
Balance							\$60,950

TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029

Project Name: Barracks Building Renovations	Department: Engineering
Link to Strategic Plan/Strategic Result: Organizational Excellence	Project #: E2401
	Projected In-Service Date: 2027

Project Description and Justification:
Project Description: This project provides design and construction for renovations to the Barracks Building. This scope of work includes repairs to the 1st floor veranda outdoor decking, repairs to the 2nd floor veranda floor drain, repairs to the three (3) outdoor stairs, repairs to the chainlink fence under the building, siding repairs, and exterior painting. This project also incorporates the foundation repairs previously programmed under a separate project.
Justification: The Barracks Building is an aging structure constructed in circa 1940 that is leased by the Loxahatchee River Historical Society, Inc. and used as a Museum and for Lighthouse tours. In addition to aging, the harsh marine environment and storms have led to a condition that requires maintenance and renovations.

Location(s) and Program Schedule		
Fiscal Yr	Scope	Budget
2025	Engineering: Design of repairs to the 1st floor veranda outdoor decking, repairs to the 2nd floor veranda floor drain, repairs to the three (3) outdoor stairs, repairs to the chainlink fence under the building, siding repairs, and exterior painting. Construction: Foundation repairs	\$40,000 \$150,000
2026	Construction: Construction of repairs to the 1st floor veranda outdoor decking, repairs to the 2nd floor veranda floor drain, repairs to the three (3) outdoor stairs, repairs to the chainlink fence under the building, siding, and exterior painting.	\$300,000
2027		
2028		

Project Photo(s) / Map of Location




**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Barracks Building Renovations							Engineering
Link to Strategic Plan/Strategic Result:							Project #:
Organizational Excellence							E2401
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000
Engineering	\$25,000	\$40,000	\$0	\$0	\$0	\$0	\$65,000
Construction	\$0	\$150,000	\$300,000	\$0	\$0	\$0	\$450,000
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$55,000	\$190,000	\$300,000	\$0	\$0	\$0	\$545,000
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$55,000	\$190,000	\$300,000	\$0	\$0	\$0	\$545,000
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$55,000	\$190,000	\$300,000	\$0	\$0	\$0	\$545,000
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$0	\$55,000	\$55,000
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$16,335	\$16,335
Balance							\$38,665

TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029

Project Name: Renovations at Marlins Quad at Roger Dean Stadium	Department: Engineering
Link to Strategic Plan/Strategic Result: Organizational Excellence	Project #: E25XX
	Projected In-Service Date: 2028

Project Description and Justification:

Project Description: This project provides engineering and construction for facility renovations/equipment replacement for the restroom building and sports lighting at the Marlins Quad fields at Roger Dean Stadium. The planned renovations consist of building reroof, ADA renovations to the restrooms, replacement of the countertops in the concession stand, installation of a concession window, other various building renovations, and installation of LED sports lighting to replace the existing system. The work would also install a control link on the sports lighting system to replace the current manual switches.

Justification: The lighting and facility have reached a 20-year service life. As the facility has aged, the Town has identified equipment replacement and other rehabilitative work to maintain the facility in a first class condition.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	Engineering: Design for sports lighting upgrades	\$30,000
2026	Engineering: Design for Quadplex Restroom/Concession Building renovations Construction: Installation of the sports lighting upgrades and replacement of the Thorguard system.	\$40,000 \$1,510,000
2027	Construction: Construcion of the Quadplex Restroom/Concession Building Renovations	\$210,000
2028		
2029		

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Renovations at Marlins Quad at Roger Dean Stadium							Engineering
Link to Strategic Plan/Strategic Result:							Project #:
Organizational Excellence							E25XX
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$30,000	\$40,000	\$0	\$0	\$0	\$70,000
Construction	\$0	\$0	\$1,510,000	\$210,000	\$0	\$0	\$1,720,000
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$0	\$30,000	\$1,550,000	\$210,000	\$0	\$0	\$1,790,000
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$338,000	\$0	\$0	\$0	\$338,000
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$30,000	\$1,212,000	\$210,000	\$0	\$0	\$1,452,000
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$30,000	\$1,550,000	\$210,000	\$0	\$0	\$1,790,000
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance							\$0

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
PARKS & RECREATION
2025 - 2029**

Project No.	Project Description	Pg.	In Service Date	Balance Carryfwd	2025	2026	2027	2028	2029	Total
R2100	Jupiter Community Park Renovations	28	2027	\$ 3,630,202	\$ -	\$ 1,500,000	\$ 585,000	\$ -	\$ -	\$ 2,085,000
R2202	Playground Restroration Program	30	On-Going	1,758,907	1,495,516	1,400,000	275,000	1,320,000	500,000	4,990,516
R1301	Parks Restoration Program	32	On-Going	389,322	482,500	300,000	300,000	300,000	300,000	1,682,500
R24XX	Civic Center Renovations	34	2027	-	75,000	500,000	-	-	-	575,000
E2001	Community Center Renovations and Rehab	36	2028	569,084	70,000	480,000	1,030,000	1,925,000	-	3,505,000
NEW	Abacoa Community Park Renovations	38	2028	-	575,000	330,000	390,000	-	-	1,295,000
NEW	Athletic Field Repairs and Restoration	40	On-Going	-	75,000	1,275,000	500,000	500,000	850,000	3,200,000
R2200	Indian Creek Park Restroom Building	N/A	2025	437,790	-	-	-	-	-	-
R1701	Rehabilitation of Beach Dune Crossovers	N/A	2025	115,908	-	-	-	-	-	-
R2300	Playground Equipment CDBG-CV LMI	N/A	2024	167,228	-	-	-	-	-	-
TOTAL				\$ 7,068,441	\$ 2,773,016	\$ 5,785,000	\$ 3,080,000	\$ 4,045,000	\$ 1,650,000	\$ 17,333,016

Project Funding	Balance Carryfwd	2025	2026	2027	2028	2029	Total
General Revenues	\$ 3,271,011	\$ 2,173,016	\$ 5,569,000	\$ 3,080,000	\$ 4,045,000	\$ 1,434,000	\$ 16,301,016
Surtax Proceeds	3,630,202	-	-	-	-	-	-
Recreation Impact Fees	-	600,000	-	-	-	-	600,000
CDBG Funds	167,228	-	216,000	-	-	216,000	432,000
TOTAL	\$ 7,068,441	\$ 2,773,016	\$ 5,785,000	\$ 3,080,000	\$ 4,045,000	\$ 1,650,000	\$ 17,333,016

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: Jupiter Community Park Renovations	Department: Parks and Recreation	
Link to Strategic Plan/Strategic Result: Organizational Excellence	Project #: R2100	Projected In-Service Date: 2025

Project Description and Justification:
Jupiter Community Park was constructed in the early 1990's and much needed renovations will ensure the proper level of maintenance is provided in order to ensure the facilities meet proper codes/standards in order to serve the public. This project scope includes the limited field drainage improvements, athletic field lighting replacement with LED, area lighting replacement with LED, restroom and dugout rehabilitation to meet ADA requirements, removal/replacement of deteriorated and non-compliant sidewalks, parking lot/street resurfacing, and diamond rail fence replacement. These renovations will address various ADA issues identified by staff and consultants. Replacement of the area LED lights will reduce maintenance and electrical costs. Consultants are currently working on plans for the ADA improvements, and drainage scope. The current budget recommends replacement of the softball and baseball restroom buildings rather than renovation in FY 2026. Shade structure replacements are being requested by Parks staff at softball, baseball, and little league fields due to the maintenance requirements and need to remove the sails during hurricanes. Some of the shade structures were damaged during wind events in past years.

Location(s) and Program Schedule		
Fiscal Yr	Scope	Budget
2025	Carryforward funding - Includes continuation of phase 1- softball dugout replacement, fencing replacement; completion of phase 2 and 3- multi-purpose field drainage improvements, renovation of soccer building, sidewalk replacements, big league and little field warning track improvements, fencing replacement, new water fountains, ADA upgrades to restrooms	\$3,630,201
2026	Replacement of the shade structures, restroom rental to support construction, replacement of the softball and baseball restroom buildings.	\$1,500,000
2027	Parking lot and street resurfacing	\$585,000
2028		
2029		

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:						Department:	
Jupiter Community Park Renovations						Parks and Recreation	
Link to Strategic Plan/Strategic Result:						Project #:	
Organizational Excellence						R2100	
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$438,500	\$0	\$0	\$0	\$0	\$0	\$438,500
Construction	\$7,336,500	\$0	\$1,500,000	\$585,000	\$0	\$0	\$9,421,500
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$7,775,000	\$0	\$1,500,000	\$585,000	\$0	\$0	\$9,860,000
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$1,500,000	\$585,000	\$0	\$0	\$2,085,000
Impact fees	\$7,775,000	\$0	\$0	\$0	\$0	\$0	\$7,775,000
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$7,775,000	\$0	\$1,500,000	\$585,000	\$0	\$0	\$9,860,000
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$350,000	\$5,093,500	\$2,331,500	\$0	\$7,775,000
Amount Expended	\$0	\$0	\$106,935	\$1,221,650	\$2,043,538	\$772,676	\$4,144,799
Balance							\$3,630,201

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: Playground Restoration	Department: Parks and Recreation
Link to Strategic Plan/Strategic Result: Green, Blue and Open Spaces	Project #: R2202
	Projected In-Service Date: On-going

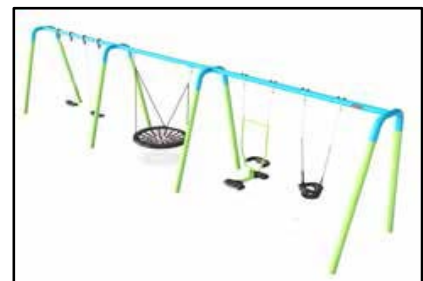
Project Description and Justification:

Several of the Town's park playgrounds are 20+ years old and in need of replacement in order to keep them safe, relevant and desirable to residents. This project will address the aging infrastructure of the Town's playgrounds located within our parks from oldest to newest. In order to keep our parks at their current level of service, comparable to surrounding communities and safe for participants and users, several aged playground amenities must be refurbished and/or replaced on an on-going basis as they continue to age and wear. Planned replacement on a rotating basis will keep our playgrounds physically attractive, recreationally appealing and safe for participants. Modern amenities such as updated equipment, playground surfacing materials like artificial turf, shade coverings and exercise equipment are in high demand from our residents. Cost of artificial surfacing and shade sails are much higher than previously budgeted therefore, projected costs for each playground have been adjusted to be more accurate estimates.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025 *includes carryover funds from FY24	Indian Creek Park- Complete replacement of existing "Eco-Island" playground to create flagship playground for Town of Jupiter; no longer able to procure replacement equipment from manufacturer; will include shade coverings and artificial turf surfacing; will include restroom facilities from separate CIP (designed in FY24, in service date anticipated 9/2025)	\$1,500,000
	Maplewood Park- Playground replacement; addition of shade structures and artificial turf surfacing (designed in FY24, in service date anticipated 8/2025)	\$450,000
	Jupiter Community Park- Playground replacement; addition of shade covers and artificial turf surfacing (designed in FY24, in service date anticipated 8/2025)	\$735,000
	Abacoa Community Park- Playground equipment replacement; addition of shade structures and non-mulch surface (designed in FY24, in service date anticipated 8/2025)	\$500,000
2026	Heights of Jupiter- Playground replacement; addition of shade structures and non-mulch surface (to be designed in FY25, constructed in FY26)	\$500,000
	Daily Park (Pine Gardens North)- Playground equipment replacement; addition of shade structures and non-mulch surface; CDBG funding anticipated (to be designed in FY25, constructed in FY26)	\$400,000
	Miracle Moments Playground (Community Center)- Park designed for inclusion (special needs); playground equipment replacement; addition of shade structures and non-mulch surface (to be designed in FY25, constructed in FY26)	\$500,000
2027	FIND Park- replacement of equipment; addition of shade structures and artificial turf surfacing (designed in FY26, in service date anticipated 8/2027)	\$275,000
2028	Jupiter Village- Playground equipment replacement; addition of shade structure and non-mulch surface	\$285,000
	Old Town Hall Park- Property under review for historic designation; playground equipment replacement; include non-mulch surfacing with mulch transition areas (to be designed in FY25, constructed in FY26)	\$750,000
	Lighthouse Park- Playground equipment refurbishment; add shade structure and pour in place or turf surface	\$285,000
2029	Officer Bruce St. Laurent Park- Playground equipment refurbishment; change from mulch to pour in place or turf surface; CDBG funding anticipated	\$500,000

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:						Department:	
Playground Restoration						Parks and Recreation	
Link to Strategic Plan/Strategic Result:						Project #:	
Green, Blue and Open Spaces						R2202	
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$50,000	\$50,000	\$25,000	\$25,000	\$25,000	\$25,000	\$200,000
Engineering	\$110,000	\$50,000	\$25,000	\$25,000	\$25,000	\$25,000	\$260,000
Construction	\$1,650,000	\$1,395,516	\$1,350,000	\$225,000	\$1,270,000	\$450,000	\$6,340,516
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$1,810,000	\$1,495,516	\$1,400,000	\$275,000	\$1,320,000	\$500,000	\$6,800,516
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$1,810,000	\$895,516	\$1,184,000	\$275,000	\$1,320,000	\$284,000	\$5,768,516
Impact fees	\$0	\$600,000	\$0	\$0	\$0	\$0	\$600,000
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues (CDBG)	\$0	\$0	\$216,000	\$0	\$0	\$216,000	\$432,000
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$1,810,000	\$1,495,516	\$1,400,000	\$275,000	\$1,320,000	\$500,000	\$6,800,516
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$150,000	\$350,000	\$1,310,000	\$1,810,000
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$51,093	\$51,093
Balance							\$1,758,907

Footnote: Expenditures anticipated to continue after 5-year planning window.

TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029

Project Name: Parks Restoration Program	Department: Parks and Recreation
Link to Strategic Plan/Strategic Result: Green, Blue and Open Spaces	Project #: R1301
	Projected In-Service Date: On-going

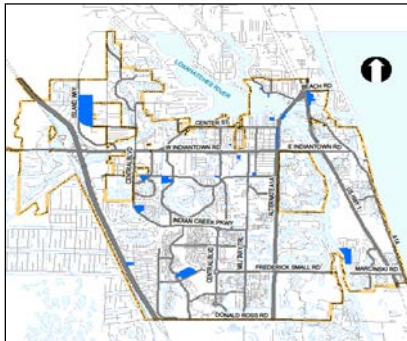
Project Description and Justification:

The Parks Restoration project identifies small scope maintenance, repair and rehabilitation projects that are required in our park system to maintain the existing level of service. Our park system continues to age while experiencing increased usage. This work would only be the replacement of specific park amenities and not the expansion of capacity. In order to keep the park system at its current level of service and safe for participants and users, specific park amenities must be refurbished or replaced on an ongoing basis as they age and wear. Planned replacement will not only keep our park system physically attractive but will also lessen the chances of potential accidents, thus minimizing the Town's exposure to possible legal action. Funding for this program must come from general revenues. Parks and Recreation impact fees cannot be used for the maintenance or renovation of parks, but only for increased capacity. Cost of supplies and services have increased over the past several years due to inflation resulting in an increase in funding for larger projects including fencing and restroom renovations.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	Abacoa Community Park- ADA bottle filler drinking fountains; Hydro Wick Drainage on MP Field 1; paint tennis building	\$43,500
	Jupiter Community Park- Field 5 & 6 infield renovation; ADA bottle filler drinking fountain; replace score boards, trash receptacles, benches and landscaping	\$172,000
	Maplewood Park- ADA bottle filler drinking fountain; ADA sidewalk replacement; replace benches, landscaping, wood fencing, picnic tables and trash receptacles	\$69,500
	Lighthouse Park- tennis court resurfacing; ADA bottle filler drinking fountain; cabana benches in tennis courts; replace trash receptacles, landscaping, picnic tables and benches; restroom renovation	\$108,000
	Jupiter Village Park- ADA bottle filler drinking fountain; replace irrigation system, wood fencing, trash receptacles, landscaping and picnic tables; restroom renovation	\$59,500
	Heights of Jupiter- replace trash receptacles, basketball goals, picnic tables, benches and landscaping	\$24,000
	F.I.N.D. Park- replace trash receptacles	\$6,000
2026	Projects to be identified in FY25	\$300,000
2027	Projects to be identified in FY26	\$300,000
2028	Projects to be identified in FY27	\$300,000
2029	Projects to be identified in FY28	\$300,000

Project Photo(s) / Map of Location



TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029

Project Name:						Department:	
Parks Restoration Program						Parks and Recreation	
Link to Strategic Plan/Strategic Result:						Project #:	
Green, Blue and Open Spaces						R1301	
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$3,708,600	\$482,500	\$300,000	\$300,000	\$300,000	\$300,000	\$5,391,100
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$3,708,600	\$482,500	\$300,000	\$300,000	\$300,000	\$300,000	\$5,391,100
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$3,708,600	\$482,500	\$300,000	\$300,000	\$300,000	\$300,000	\$5,391,100
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$3,708,600	\$482,500	\$300,000	\$300,000	\$300,000	\$300,000	\$5,391,100
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$2,455,600	\$175,000	\$153,000	\$175,000	\$335,500	\$414,500	\$3,708,600
Amount Expended	\$2,388,289	\$185,232	\$182,268	\$86,878	\$243,071	\$233,541	\$3,319,280
Balance							\$389,320

Footnote: Expenditures anticipated to continue after 5-year planning window.

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: Civic Center Renovations	Department: Parks and Recreation
Link to Strategic Plan/Strategic Result: Organizational Excellence	Project #: R25XX
	Projected In-Service Date: 2026

Project Description and Justification:

This project provides design and construction for renovations to the Civic Center Building located directly on the beach. This scope of work includes new outdoor decking, fascia, soffit, gutter replacement, siding repairs, fire suppression upgrades, interior steel reinforcing rod replacement, interior column/header/flooring repairs, large fan replacement, restroom upgrades, miscellaneous plumbing repairs, and structural exterior column repairs to the existing building. The Civic Center is an aging building constructed in 1925 that is used by the Town for daily rentals. In addition to aging, the harsh marine environment and storms have led to a condition that requires maintenance and renovations. After developing a design plan for building maintenance and renovations, the Town will proceed with the construction phase of the project. Proposed funding for FY 2025 to be used for design. The design costs have increased for FY 2025. The costs for construction have been deferred to 2026 to allow the completion of the project design. The FY 2026 costs have been increased to account for full replacement of the decking, piles, and stringers around the structure.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	Project design plan	\$75,000
2026	Replacement of outdoor decking, fascia, soffits, gutters, siding repairs, fire suppression upgrades, interior steel reinforcing rod replacement, interior column/header/flooring repairs, large fan replacement, restroom upgrades, plumbing repairs, exterior column repairs	\$500,000

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Civic Center Renovations							Parks and Recreation
Link to Strategic Plan/Strategic Result:							Project #:
Organizational Excellence							R25XX
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$75,000	\$0	\$0	\$0	\$0	\$75,000
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$500,000	\$0	\$0	\$0	\$500,000
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$0	\$75,000	\$500,000	\$0	\$0	\$0	\$575,000
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$75,000	\$500,000	\$0	\$0	\$0	\$575,000
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$75,000	\$500,000	\$0	\$0	\$0	\$575,000
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance							\$0

TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029

Project Name: Community Center Renovations and Rehabilitation	Department: Parks and Recreation
Link to Strategic Plan/Strategic Result: Organizational Excellence	Project #: E2001
	Projected In-Service Date: 2028

Project Description and Justification:

Project Description: This project provides planning, engineering and construction for facility renovations and equipment replacement. The planned renovations consist of mechanical system replacements, chiller and penthouse a/c replacement, fire sprinkler system piping repairs/replacement, gas water heater replacement, future window replacement, ADA modifications, replacement of the flooring in the multipurpose gym, carpet replacement in the main ballroom/auditorium, basketball goal control replacements, and exterior door replacements. **Justification:** The Community Center reached a 20-year service life in 2022. As the facility has aged, the Town is planning major equipment replacement and other rehabilitative work to maintain the facility in a first class condition.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	Planning/Design: Energy calculations for air conditioning replacement/installation Construction: Replace and install electrical room air conditioning	\$10,000 \$60,000
2026	Planning/Design: Design services for preparing Construction Documents Construction: Construction of various ADA modifications and building improvements	\$65,000 \$415,000
2027	Planning/Design: Design services for preparing Construction Documents Construction: Construction window replacements and air handler replacements	\$80,000 \$950,000
2028	Planning/Design: Design services for preparing Construction Documents Construction: Construction flat roof coating, gutter, and metal roof replacement	\$50,000 \$1,875,000
2029		

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:						Department:	
Community Center Renovations and Rehabilitation						Parks and Recreation	
Link to Strategic Plan/Strategic Result:						Project #:	
Organizational Excellence						E2001	
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$530,000	\$0	\$0	\$0	\$0	\$0	\$530,000
Engineering	\$0	\$10,000	\$65,000	\$80,000	\$50,000	\$0	\$205,000
Construction	\$1,050,000	\$60,000	\$415,000	\$950,000	\$1,875,000	\$0	\$4,350,000
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000
Total Budget	\$1,595,000	\$70,000	\$480,000	\$1,030,000	\$1,925,000	\$0	\$5,100,000
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$1,595,000	\$70,000	\$480,000	\$1,030,000	\$1,925,000	\$0	\$5,100,000
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$1,595,000	\$70,000	\$480,000	\$1,030,000	\$1,925,000	\$0	\$5,100,000
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$50,000	\$525,000	\$515,000	\$505,000	\$0	\$1,595,000
Amount Expended	\$0	\$47,799	\$506,036	\$79,026	\$378,520	\$81,734	\$1,093,115
Balance							\$501,885

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: Abacoa Community Park Renovations	Department: Parks and Recreation	
Link to Strategic Plan/Strategic Result: Green, Blue and Open Spaces	Project #: R25XX	Projected In-Service Date: 2027

Project Description and Justification:

This project scope includes the replacement of fencing surrounding and inside the Jupiter Skate Park, fencing around racquetball courts, steel ramp replacement of multiple Skate Park ramps, shade sail replacement, concrete repairs and reconfiguration of the Skate Park office and concession stand building. In order to keep Abacoa Community Park at its current level of exceptional service, several renovations are needed. Phase 1 of Abacoa Community Park was constructed in 2003 and includes the Jupiter Skate Park, basketball, racquetball and Har-Tru tennis courts and is now in its 20th year of operation. Several amenities have reached their end of life and are in need of repair and/or replacement. Original fencing is currently in place at ACP and will need to be replaced in FY25 for safety purposes. One large shade sail covering the observation deck and a smaller structure are rusting and in need of replacements as well as the addition of more shade sails based on community feedback. A steep grass embankment continues to erode and remains a safety hazard to mow. An alternative material will be installed to replace the existing sod. The 20 year old concrete and steel skate park has cracks throughout the park that continue to widen and cause potential skating hazards. The steel structures on ramps throughout the park are rusted and at their end of life expectancy and will need replacement to keep the park safe. FY25 includes all fencing replacements and concrete restoration; FY26 includes steel ramp replacement, shade sail replacement and addition; FY27 includes embankment replacement and office/concession redesign. Each year also includes planning and design costs.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	Fencing replacement throughout park; concrete restoration throughout Skate Park	\$575,000
2026	Steel ramp replacement within Skate Park; shade sale structure replacement in two locations	\$330,000
2027	Grass embankment restoration and replacement; Skate Park office and concessions redesign	\$390,000

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:						Department:	
Abacoa Community Park Renovations						Parks and Recreation	
Link to Strategic Plan/Strategic Result:						Project #:	
Green, Blue and Open Spaces						R25XX	
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$25,000	\$15,000	\$15,000	\$0	\$0	\$55,000
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$550,000	\$315,000	\$375,000	\$0	\$0	\$1,240,000
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$0	\$575,000	\$330,000	\$390,000	\$0	\$0	\$1,295,000
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$575,000	\$330,000	\$390,000	\$0	\$0	\$1,295,000
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$575,000	\$330,000	\$390,000	\$0	\$0	\$1,295,000
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance							\$0

TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029

Project Name:	Department:	
Athletic Field Repairs and Restoration	Parks and Recreation	
Link to Strategic Plan/Strategic Result:	Project #:	Projected In-Service Date:
Green, Blue and Open Spaces	R25XX	On-going

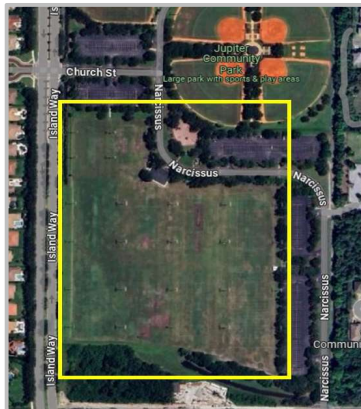
Project Description and Justification:

Athletic fields within several of the Town's aging parks continue to operate on their original turfgrass and with outdated irrigation systems, some in excess of 30+ years of service; well beyond the life expectancy (15 years) of bermuda grass athletic playing fields. These include Jupiter Community Park, Maplewood, Jupiter Village and Lighthouse Parks. Due to the continued usage and wear and tear that the athletic fields experience daily, they have become compacted, rutted and unlevel, often presenting safety concerns by field users. In an effort to keep up with the level of service expected by our residents and park users, as well as to ensure safety of park patrons, the grass and associated irrigation systems need to be replaced. This ongoing project will remove existing athletic field grass, the underlying layer of dirt and irrigation systems, and replace with new sports mix dirt, irrigation equipment and new TifTuf bermuda grass sod. On-going maintenance for the athletic fields includes fertilization and chemical applications with funds currently in the Parks Maintenance annual operating budget to cover these costs. This rotational timeline will include the multi-purpose fields, as well as diamond sport fields, and will allow for alternate fields to remain open rather than closing an entire facility for an extended period.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	Design and Engineering for replacement of sod and irrigation on athletic fields throughout Town parks	\$75,000
2026	Replacement of Jupiter Community Park multi-purpose fields 1-4	\$1,275,000
2027	Replacement of Jupiter Community Park multi-purpose fields 5-8	\$500,000
2028	Replacement of Jupiter Community Park multi-purpose fields 9-10	\$500,000
2029	Replacement of Maplewood and Jupiter Village Parks multi-purpose fields	\$850,000

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:						Department:	
Athletic Field Repairs and Restoration						Parks and Recreation	
Link to Strategic Plan/Strategic Result:						Project #:	
Green, Blue and Open Spaces						R25XX	
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Administration	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000
Engineering	\$0	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000
Construction	\$0	\$0	\$1,250,000	\$475,000	\$475,000	\$825,000	\$3,025,000
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$0	\$75,000	\$1,275,000	\$500,000	\$500,000	\$850,000	\$3,200,000
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$75,000	\$1,275,000	\$500,000	\$500,000	\$850,000	\$3,200,000
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues-CDBG	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$75,000	\$1,275,000	\$500,000	\$500,000	\$850,000	\$3,200,000
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance							\$0

Footnote: Expenditures anticipated to continue after 5-year planning window.

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
NEIGHBORHOODS
2025 - 2029**

Project No.	Project Description	Pg.	In Service Date	Balance Carryfwd	2025	2026	2027	2028	2029	Total
	Community Development Block Grant (CDBG) Neighborhood Improvement	44 N/A	On-Going 2024	\$ 91,673 5,000	\$ 54,673 -	\$ 54,000 -	\$ 270,000 -	\$ 270,000 -	\$ 54,000 -	\$ 702,673 -
	TOTAL			\$ 96,673	\$ 54,673	\$ 54,000	\$ 270,000	\$ 270,000	\$ 54,000	\$ 702,673

Project Funding	Balance Carryfwd	2025	2026	2027	2028	2029	Total
General Revenue	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CDBG Grant Funds	91,673	54,673	54,000	270,000	270,000	54,000	702,673
TOTAL	\$ 96,673	\$ 54,673	\$ 54,000	\$ 270,000	\$ 270,000	\$ 54,000	\$ 702,673

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: Community Development Block Grant (CDBG)	Department: Neighborhoods
Link to Strategic Plan/Strategic Result: Unique, Small Town Feel	Project #: G2300
	Projected In-Service Date: On-going

Project Description and Justification:
TOJ receives approximately \$270,000 annually as Community Development Block Grant from U.S. Dept. of Housing and Urban Development (HUD). Primary Objective of the CDBG Program is to develop viable urban communities, principally for low/moderate income persons, through decent housing, suitable living environment, and expanded economic opportunity. All CDBG activities must benefit low/moderate income persons, prevent or eliminate slums and blight or meet an urgent need. Eligible activities for funding include: housing and other real property activities, economic development, public facilities, public services, and planning/administration. Examples of the projects in Jupiter are housing rehabilitation programs, new watermain, better drainage, new park/playground equipment, and sidewalks in the Town's low- moderate income neighborhoods.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	North Pennock Lane Sidewalk and Drainage Improvements: Reconstruction of the sidewalk along east side of North Pennock Lane from Southview Drive to Northview Drive to raise the sidewalk from current elevation or location at or near the roadside swale elevation to a more functional elevation that allows the sidewalk to stay in service rather than to be submerged after rain events.	\$218,694
	Administration: Administrative duties relative to the overall grant program and fair housing activities.	\$54,673
2026	Daily Park: Playground equipment refurbishment; change from mulch to pour in place or turf surface.	\$216,000
	Administration: Administrative duties relative to the overall grant program and fair housing activities.	\$54,000
2027	Activities to benefit low and moderate income residents of Jupiter; prevent or eliminate slum and blight; or meet an urgent need.	\$270,000
2028	Activities to benefit low and moderate income residents of Jupiter; prevent or eliminate slum and blight; or meet an urgent need.	\$270,000
2029	Bruce St. Lauren Park: Playground equipment refurbishment; change from mulch to pour in place or turf surface	\$216,000
	Administration: Administrative duties relative to the overall grant program and fair housing activities.	\$54,000

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name: Community Development Block Grant (CDBG)						Department: Neighborhoods	
Link to Strategic Plan/Strategic Result: Unique, Small Town Feel						Project #: G2300	
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Administration	\$117,723	\$54,673	\$54,000	\$54,000	\$54,000	\$54,000	\$444,396
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$2,073,132	\$0	\$0	\$216,000	\$216,000	\$0	\$2,729,132
Total Budget	\$2,290,855	\$54,673	\$54,000	\$270,000	\$270,000	\$54,000	\$3,273,528
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues-CDBG	\$2,290,855	\$54,673	\$54,000	\$270,000	\$270,000	\$54,000	\$3,273,528
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$2,290,855	\$54,673	\$54,000	\$270,000	\$270,000	\$54,000	\$3,273,528
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$1,763,399	\$110,788	\$239,724	\$62,419	\$58,802	\$55,723	\$2,290,855
Amount Expended	\$1,923,996	\$22,500	\$167,414	\$62,419	\$58,802	\$32,505	\$2,267,637
Balance							\$23,218

Footnote: Expenditures anticipated to continue after 5-year planning window.

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
GENERAL GOVERNMENT
2025 - 2029**

Project No.	Project Description	Pg.	In Service Date	Balance Carryfwd	2025	2026	2027	2028	2029	Total
G0037	Police Vehicle Replacement Program	48	On-Going	\$ 415,992	\$ 907,358	\$ 878,025	\$ 895,586	\$ 913,497	\$ 931,769	\$ 4,526,235
G2101	Police Radio System Replacement	50	2034	1,562,738	685,184	685,184	685,184	685,184	685,184	3,425,920
G2201	Beach Renourishment Funding	52	2030	617,977	250,000	250,000	250,000	250,000	250,000	1,250,000
G2301	Police Memorial	N/A	2025	200,000	-	-	-	-	-	-
G2202	Community Webcams	N/A	2025	349,830	-	-	-	-	-	-
G2002	Center St Beautification Improvements	N/A	2025	50,000	-	-	-	-	-	-
G2203	Customer Service Response System	N/A	2025	5,694	-	-	-	-	-	-
G2404	Town Hall Green	N/A	2025	3,256,105	-	-	-	-	-	-
TOTAL				\$ 6,458,336	\$ 1,842,542	\$ 1,813,209	\$ 1,830,770	\$ 1,848,681	\$ 1,866,953	\$ 9,202,155

Project Funding	Balance Carryfwd	2025	2026	2027	2028	2029	Total
General Revenues	\$ 4,267,759	\$ 1,842,542	\$ 1,813,209	\$ 1,830,770	\$ 1,848,681	\$ 1,866,953	\$ 9,202,155
Escrow Funds	1,000,000	-	-	-	-	-	-
Water Fund	142,869	-	-	-	-	-	-
Building Fund	345,267	-	-	-	-	-	-
General Fund Trf	702,441	-	-	-	-	-	-
TOTAL	\$ 6,458,336	\$ 1,842,542	\$ 1,813,209	\$ 1,830,770	\$ 1,848,681	\$ 1,866,953	\$ 9,202,155

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: Police Vehicle Replacement Program	Department: Police		
Link to Strategic Plan/Strategic Result: Safety	<table> <tr> <td>Project #: G0037</td><td>Projected In-Service Date: On-going</td></tr> </table>	Project #: G0037	Projected In-Service Date: On-going
Project #: G0037	Projected In-Service Date: On-going		

Project Description and Justification:
The state of the fleet impacts officer safety and responsiveness to the community. This CIP is a plan for the purchase of police vehicles to replace those which are unreliable. In line with industry standards, PD vehicles begin to be inspected for replacement when they reach eight years of age and/or 100,000 miles. The overall condition of each vehicle is also considered, accounting for recent repairs and replacement parts which may extend the serviceable life of the vehicle. The Department's fleet consists of approximately 130 vehicles; Road Patrol vehicles are driven 24 hours a day, 7 days per week during the entire year. After careful inspection, thirteen vehicles were identified for replacement. The FY 2025 purchase will be consistent with the current style of vehicles and will include nine marked Ford Explorers for Road Patrol, one marked Chevy Tahoe for K-9, two Dodge Durangos for the Criminal Investigations Division, and one marked Ford Transit Cargo Van for the Crime Scene Investigations Unit. Costs were estimated based upon the current fiscal year vendor quotes adjusted for inflation. Subsequent years were based upon the purchase of thirteen Road Patrol vehicles, using an inflationary factor of 2 percent per year, which is slightly below the recommended rate published by the Florida Sheriffs Association. The actual number of vehicles purchased may vary depending upon actual costs realized when the State contract is published.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	JPD: \$907,358 budgeted for police vehicle replacement including base vehicles and equipment.	\$907,358
2026	JPD: \$878,025 budgeted for police vehicle replacement including base vehicles and equipment.	\$878,025
2027	JPD: \$895,586 budgeted for police vehicle replacement including base vehicles and equipment.	\$895,586
2028	JPD: \$913,497 budgeted for police vehicle replacement including base vehicles and equipment.	\$913,497
2029	JPD: \$931,769 budgeted for police vehicle replacement including base vehicles and equipment.	\$931,769

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Police Vehicle Replacement Program							Police
Link to Strategic Plan/Strategic Result:							Project #:
Safety							G0037
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$4,956,286	\$609,339	\$627,148	\$639,691	\$652,485	\$665,536	\$8,150,485
Other	\$2,253,071	\$298,019	\$250,877	\$255,895	\$261,013	\$266,233	\$3,585,107
Total Budget	\$7,209,357	\$907,358	\$878,025	\$895,586	\$913,497	\$931,769	\$11,735,592
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$7,157,142	\$907,358	\$878,025	\$895,586	\$913,497	\$931,769	\$11,683,377
Insurance proceeds	\$52,215	\$0	\$0	\$0	\$0	\$0	\$52,215
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$7,209,357	\$907,358	\$878,025	\$895,586	\$913,497	\$931,769	\$11,735,592
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$3,665,239	\$360,215	\$412,468	\$666,390	\$897,585	\$1,207,460	\$7,209,357
Amount Expended	\$3,665,239	\$340,692	\$151,596	\$767,954	\$1,046,461	\$821,425	\$6,793,367
Balance							\$415,990

Footnote: Expenditures anticipated to continue after 5-year planning window.

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: Police Radio System Replacement		Department: Police	
Link to Strategic Plan/Strategic Result: Safety		Project #: G2101	Projected In-Service Date: On-going

Project Description and Justification:

The Town must plan for replacement of the radio system to ensure responsiveness to the public and to provide for the safety of its police officers. The Town of Jupiter Police Department belongs to the Municipal Public Safety Communications Consortium (MPSCC), which operates a multi-agency interoperable digital public safety radio system (Harris OpenSky). This system went live in 2011 with the implementation of the northern PBC regional communications/911 center (NorthCom). At that time, this new radio system had an anticipated lifespan of 20 years. In fiscal year 2020, the decision was made to begin a ten (10) year "partial" funding plan through a Community Investment Program (CIP) for radio system replacement, projected to begin on or about 2030. In 2021 and 2022, a total of \$192,370 was funded in the CIP.

Due to the COVID-19 pandemic in 2020, many manufacturers of radio/computer components, both national and international, halted production of various parts necessary for maintaining our current radio system, including infrastructure equipment as well as handheld and mobile radios. Specifically, China has indefinitely stopped the manufacturing of computer chips associated with our system. Moving forward, Harris, as well as other technology manufacturers, has announced they are accelerating the end-of-life date of their legacy technology in favor of investing in future technologies. This situation has forced the MPSCC to advance the date of radio system replacement. Each participating agency will contribute an amount based upon the number of radios in its use compared to the total. A recent bid from the current radio manufacturer indicated the Town's share to be approximately \$5.7 million. Therefore, the current CIP is being adjusted to reflect \$685,184 in funding for each of the next five years. Annual amounts may change based upon the number of radios in use by the department as well as the total number of radios in use by all agencies in the consortium.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	MPSCC: Radio System Replacement on or about 2030.	\$685,184
2026	MPSCC: Radio System Replacement on or about 2030.	\$685,184
2027	MPSCC: Radio System Replacement on or about 2030.	\$685,184
2028	MPSCC: Radio System Replacement on or about 2030.	\$685,184
2029	MPSCC: Radio System Replacement on or about 2030.	\$685,184

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:						Department:	
Police Radio System Replacement						Police	
Link to Strategic Plan/Strategic Result:						Project #:	
Safety						G2101	
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$1,562,738	\$685,184	\$685,184	\$685,184	\$685,184	\$685,184	\$5,700,000
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$1,562,738	\$685,184	\$685,184	\$685,184	\$685,184	\$685,184	\$5,700,000
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$1,562,738	\$685,184	\$685,184	\$685,184	\$685,184	\$685,184	\$5,700,000
Insurance proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$1,562,738	\$685,184	\$685,184	\$685,184	\$685,184	\$685,184	\$5,700,000
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$92,370	\$100,000	\$685,184	\$685,184	\$1,562,738
Amount Expended	\$0	\$0	\$92,370	\$100,000	\$685,184	\$685,184	\$1,562,738
Balance							\$0

Footnote: Expenditures anticipated to continue after 5-year planning window.

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: Jupiter Beach Shoreline Protection	Department: Town Manager
Link to Strategic Plan/Strategic Result: Strong Local Economy, Green, Blue and Open Spaces	Project #: G2201
	Projected In-Service Date: On-going

Project Description and Justification:
Adopted interlocal agreement with Palm Beach County (PBC) for funding beach renourishment projects in Jupiter for the next 30 years. The Town can budget and hold onto our funds each year and accumulate the funds until a project is actually completed. The Town does not contribute until the project is completed. PBC will maintain responsibility for planning and executing beach renourishment projects, which are expected to occur about every 7 years and dune restoration which are expected to occur about every 15 years. The adopted interlocal agreement between PBC and the Town stipulates that PBC will be responsible for all costs associated with the planning and execution of each beach/dune renourishment project and seek funding for such projects from Federal and State resources. The Town will provide for 10% of the eligible costs after the Federal and State funding. The first beach renourishment project occurred in 2023 and required a Town contribution of \$832,024. Subsequent year Town reimbursements will be capped at an annual rate of \$250,000 per year.

Location(s) and Program Schedule		
Fiscal Yr	Scope	Budget
2025	Pending PBC planning and execution of beach renourishment projects.	\$250,000
2026	Pending PBC planning and execution of beach renourishment projects.	\$250,000
2027	Pending PBC planning and execution of beach renourishment projects.	\$250,000
2028	Pending PBC planning and execution of beach renourishment projects.	\$250,000
2029	Pending PBC planning and execution of beach renourishment projects.	\$250,000

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:						Department:	
Jupiter Beach Shoreline Protection						Town Manager	
Link to Strategic Plan/Strategic Result:						Project #:	
Strong Local Economy, Green, Blue and Open Spaces						G2201	
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other-Contribution	\$1,450,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$4,450,000
Total Budget	\$1,450,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$4,450,000
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$1,450,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$4,450,000
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$1,450,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$4,450,000
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$950,000	\$250,000	\$250,000	\$1,450,000
Amount Expended	\$0	\$0	\$0	\$0	\$832,024	\$0	\$832,024
Balance							\$617,976

Footnote: Expenditures anticipated to continue after 5-year planning window.

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
PLANNING AND ZONING
2025 - 2029**

Project No.	Project Description	Pg.	In Service Date	Balance Carryfwd	2025	2026	2027	2028	2029	Total
G1803	Enhance entries at major gateways on Indiantown Rd	56	2029	\$ 88,235	\$ -	\$ -	\$ 65,000	\$ 500,000	\$ -	\$ 565,000
R1702	Sawfish Bay Park-Train Depot, Acher House Env Improvements	58	2028	904,705	255,000	185,000	-	-	-	440,000
R1703	Sims Creek Preserve	60	2028	319,353	25,000	-	50,000	-	-	75,000
R0801	Open Space program	N/A	2028	356,920	-	-	-	-	-	-
R0018	Cinquez Park	N/A	2026	564,596	-	-	-	-	-	-
TOTAL				\$ 2,233,809	\$ 280,000	\$ 185,000	\$ 115,000	\$ 500,000	\$ -	\$ 1,080,000

Project Funding	Balance Carryfwd	2025	2026	2027	2028	2029	Total
General Revenues	\$ 939,798	\$ 280,000	\$ 180,000	\$ 65,000	\$ 469,776	\$ -	\$ 994,776
Escrow Funds	653,476	-	5,000	50,000	30,224	-	85,224
Open Space Reserves	375,535	-	-	-	-	-	-
Recreation Impact Fees	120,000	-	-	-	-	-	-
Grant Funding	145,000	-	-	-	-	-	-
TOTAL	\$ 2,233,809	\$ 280,000	\$ 185,000	\$ 115,000	\$ 500,000	\$ -	\$ 1,080,000

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

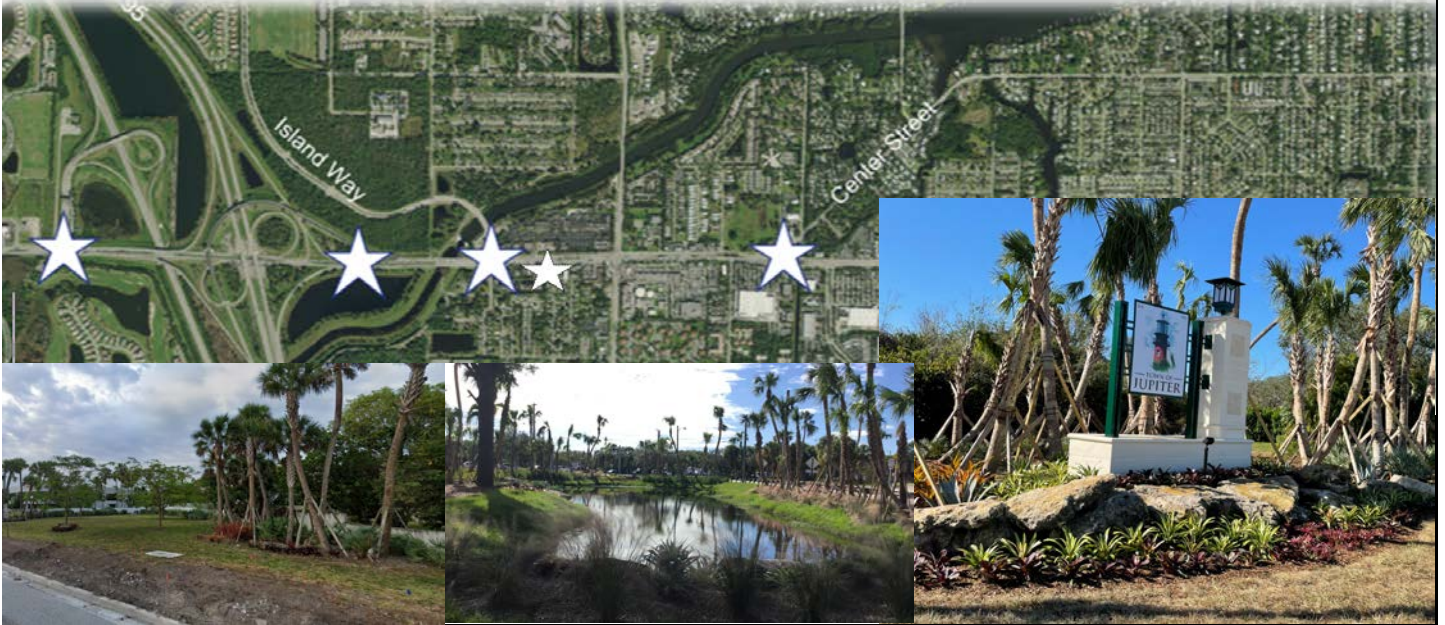
Project Name: Enhance Entries at Major Gateways on Indiantown Road	Department: Planning & Zoning
Link to Strategic Plan/Strategic Result: Green, Blue and Open Spaces and Small Town Feel	Project #: G1803
	Projected In-Service Date: 2029

Project Description and Justification:
The project includes gateway enhancements along Indiantown Road at the Turnpike, Center Street, the triangle parcel next to KFC, I-95 and the C-18 Canal. The five gateways locations are to include bold, native landscaping, and entry signage/lighting near the Turnpike. Landscaping will be along the shoulders of Indiantown Road, with upgraded medians near I-95. The intent is to showcase Jupiter's natural beauty with a resilient design that includes native and xeric plantings, nature-based solutions and incorporate the gateways into abutting open space, waterways, parks or landscape buffers for a seamless natural and build environment. These areas were highlighted with a 10 lane road, forgotten and industrial looking water features (C-18 canal and retention ponds), underwhelming median plantings and significant hard surfaces that need landscaping. A more welcoming image is needed that showcases what is important to Jupiter, not just aesthetics but respect for natural resources and creation of habitat through landscaping projects. Entry features at the Turnpike, Center Street and the triangle parcel are completed. The entries for I-95 and C-18 Canal will be completed after FDOT completes the Indiantown Road improvements to signalize the northbound approach and widen the road.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	FDOT constructing Indiantown Road improvements	\$0
2026	FDOT completes Indiantown Road improvements	\$0
2027	Design and permitting of landscape gateway feature at C-18 Canal and I-95	\$65,000
2028	Installation of C-18 Canal and I-95 landscape gateway features	\$500,000
2029	n/a	\$0

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Enhance Entries at Major Gateways on Indiantown Road							Planning & Zoning
Link to Strategic Plan/Strategic Result:							Project #:
Green, Blue and Open Spaces and Small Town Feel							G1803
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$65,000	\$0	\$0	\$0	\$0	\$0	\$65,000
Engineering	\$55,000	\$0	\$0	\$65,000	\$0	\$0	\$120,000
Construction	\$582,551	\$0	\$0	\$0	\$500,000	\$0	\$1,082,551
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$702,551	\$0	\$0	\$65,000	\$500,000	\$0	\$1,267,551
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$435,551	\$0	\$0	\$65,000	\$469,776	\$0	\$970,327
Escrow-Entry Sign	\$7,500	\$0	\$0	\$0	\$0	\$0	\$7,500
Escrow-Entry Sign	\$22,500	\$0	\$0	\$0	\$0	\$0	\$22,500
Escrow-Tree Purchases	\$25,000	\$0	\$0	\$0	\$0	\$0	\$25,000
Escrow-ITR Median	\$212,000	\$0	\$0	\$0	\$30,224	\$0	\$242,224
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$702,551	\$0	\$0	\$65,000	\$500,000	\$0	\$1,267,551
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$65,000	\$370,000	\$197,000	\$15,551	\$55,000	\$0	\$702,551
Amount Expended	\$39,092	\$76,143	\$242,458	\$240,318	\$16,305	\$14,900	\$629,216
Balance							\$73,335

TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029

Project Name:	Sawfish Bay Park Historic and Environmental Improvements		Department:	Planning & Zoning	
Link to Strategic Plan/Strategic Result:	Green, Blue and Open Spaces		Project #:	R1702	Projected In-Service Date: 2027

Project Description and Justification:

This project is for historic and environmental improvements at Sawfish Bay Park and include the interior build out of the Historic Train Depot for a museum, community meeting space/interpretation of the Aicher House and a living shoreline along the park's existing seawall. Bathrooms will be needed to serve the museum and Aicher House community space. In 2015, the Town decided the Train Depot will be a museum and in 2018, the historic Aicher House was relocated and preserved in the park. Staff has worked with the Loxahatchee Guild and the Loxahatchee River Historical Society for donation/artifacts. Environmental enhancements to the park will improve water quality and provide an improved marine habitat along the existing walkway connecting activities between the north and south parts of the park. Staff has secured partnerships with the Jupiter Inlet District (sedimentation study), the Loxahatchee River District (seagrass and water quality monitoring) and the Jupiter Inlet Foundation (educational seagrass buoys). Work continues with the Jupiter High School Jupiter Environmental Research Field Studies Academy to help with mangrove planting, oyster bed restoration and education. The goal is to improve water quality, increase oyster recruitment and provide an environment conducive to seagrass growth. If grant moneys are awarded to fund Phase 4 and 5 for marine restoration of Sawfish Bay by NOAA for \$3.2M the projected in-service date will extend to 2029.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	<u>Environmental improvements</u> - Phase 3 living shoreline design and permitting, and install additional seagrass buoys to be provided with prior monies of \$50,000; <u>Historic improvements</u> - Construct Aicher House Deck;	\$255,000
2026	<u>Environmental improvements</u> - Begin Phase 3 living shoreline construction which must be coordinated with the seawall replacement; <u>Historic improvements</u> - design and permitting of bathrooms for historic structures; construction design for interior buildout for Train Depot and Aicher House	\$185,000
2027	<u>Environmental improvements</u> - Complete Phase 3 living shoreline with seawall replacement with improvements funded by prior monies of \$250,000; flushing culvert in marina basin; <u>Historic improvements</u> - Construction of bathrooms for historic structures; Interior build out of Train Depot and Aicher house; Improvements to be provided with prior monies of \$200,000	
2028	Sawfish Bay marine restoration	grant
2029	Sawfish Bay marine restoration	grant

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:						Department:	
Sawfish Bay Park Historic and Environmental Improvements						Planning & Zoning	
Link to Strategic Plan/Strategic Result:						Project #:	
Green, Blue and Open Spaces						R1702	
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$5,000	\$0	\$0	\$0	\$0	\$0	\$5,000
Engineering	\$122,000	\$0	\$10,000	\$0	\$0	\$0	\$132,000
Construction	\$1,134,072	\$250,000	\$167,000	\$0	\$0	\$0	\$1,551,072
Equipment	\$20,000	\$5,000	\$0	\$0	\$0	\$0	\$25,000
Other	\$15,000	\$0	\$8,000	\$0	\$0	\$0	\$23,000
Total Budget	\$1,296,072	\$255,000	\$185,000	\$0	\$0	\$0	\$1,736,072
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$650,210	\$255,000	\$180,000	\$0	\$0	\$0	\$1,085,210
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Open space	\$177,366	\$0	\$0	\$0	\$0	\$0	\$177,366
Contributions	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
Tree Fund	\$15,000	\$0	\$5,000	\$0	\$0	\$0	\$20,000
Environmental Fund	\$433,496	\$0	\$0	\$0	\$0	\$0	\$433,496
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$1,296,072	\$255,000	\$185,000	\$0	\$0	\$0	\$1,736,072
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$240,072	\$114,000	\$135,000	\$12,000	\$385,000	\$410,000	\$1,296,072
Amount Expended	\$237,778	\$2,294	\$550	\$30,416	\$106,419	\$61,735	\$439,192
Balance							\$856,880

Notes:
 (1) Loxahatchee Guild Donation, private contributions
 (2) Reimbursement from FCT grant

TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029

Project Name:	Sims Creek Preserve- Public Access/ Hydrologic Improvements		Department:	Planning & Zoning	
Link to Strategic Plan/Strategic Result:	Uniquely Jupiter, Small Town Feel, Green, Blue and Open Spaces		Project #:	R1703	Projected In-Service Date: 2027

Project Description and Justification:

This project includes constructing public access improvements and hydrologic restoration. The construction improvements of this open space property include a small pervious parking lot, sidewalk, driveway, kayak launch, new freshwater wetland. After exotic removal in 2014, the Oak Hammock and mangrove habitat is flourishing. Hydrologic improvements include a new bioretention area and pervious pavement for the parking lot and driveway. As the property links to the Loxahatchee River and Intracoastal Waterway, additional stormwater storage and wetland planting are proposed on Sims Creek Preserve to restore the hydrology of the area and create a more nature wetland system abutting the creek. The kayak launch, landscape buffer and fence along the north property line were installed in 2023. The Town has secured additional funding from the Jupiter Inlet District (\$25,000) for the kayak launch, and a reimbursement grant from the Loxahatchee River Preservation Initiative for \$100,000 twill be used to install the bioretention area and pervious parking/driveway. Design and permitting is underway for the bioretention area and pervious parking lot.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	Permitting	\$25,000
2026	Construction of bioretention area, landscaping and public access improvements (e.g. pervious parking lot, driveway, sidewalk, lighting, etc.) with monies from prior year \$300,000	
2027	Install landscaping	\$50,000
2028		
2029		

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Sims Creek Preserve- Public Access/ Hydrologic Improvements							Planning & Zoning
Link to Strategic Plan/Strategic Result:							Project #:
Uniquely Jupiter, Small Town Feel, Green, Blue and Open Spaces							R1703
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$2,500,000	\$0	\$0	\$0	\$0	\$0	\$2,500,000
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$65,000	\$0	\$0	\$0	\$0	\$0	\$65,000
Construction	\$360,000	\$25,000	\$0	\$50,000	\$0	\$0	\$435,000
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$2,925,000	\$25,000	\$0	\$50,000	\$0	\$0	\$3,000,000
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$165,000	\$25,000	\$0	\$0	\$0	\$0	\$190,000
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Open space	\$2,592,500	\$0	\$0	\$50,000	\$0	\$0	\$2,642,500
Escrow & deposits (1)	\$42,500	\$0	\$0	\$0	\$0	\$0	\$42,500
Grant revenues (2)	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
Contribution (3)	\$25,000	\$0	\$0	\$0	\$0	\$0	\$25,000
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$2,925,000	\$25,000	\$0	\$50,000	\$0	\$0	\$3,000,000
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$3,135,000	\$65,000	\$0	\$0	-\$275,000	\$0	\$2,925,000
Amount Expended	\$2,525,442	\$3,000	\$0	\$5,913	\$44,254	\$27,040	\$2,605,648
Balance							\$319,352

Notes:

- (1) 310-220811 Environmental Escrow
- (2) Loxahatchee River Preservation Initiative
- (3) Jupiter Inlet District Contribution

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
WATER
2025 - 2029**

NEW

Project No.	Project Description	In Service Date	Balance Carryfwd	2025	2026	2027	2028	2029	Total	
W0002	New Meters	64	On-going	\$ 42,483	\$ 56,000	\$ 35,650	\$ 33,713	\$ 31,775	\$ 29,838	\$ 186,976
W0002	Small Meter Replacements	66	On-going	2,820,839	1,367,018	1,367,018	1,367,018	1,367,018	1,367,018	6,835,090
W0329	Large Meter Replacements	68	On-going	176,606	135,200	135,200	135,200	135,200	135,200	676,000
W1219	Utility Billing V5 Upgrade	70	2026	401,696	255,000	-	-	-	-	255,000
W1290	Water Asset Maintenance Program	72	On-going	4,274,776	1,906,499	1,484,109	1,867,592	1,596,692	1,101,352	7,956,244
W1402	Pump Replacement Program	74	On-going	840,404	-	213,000	1,751,707	-	-	1,964,707
W1702	Generator Replacement Program	76	2027, 2029	-	-	1,496,700	-	-	883,100	2,379,800
W1817	Production Well Replacement Program	78	2027-2030	5,860,585	-	2,551,853	2,516,169	-	2,382,883	7,450,905
W1914	WTP Control System Cybersecurity	80	On-going	214,657	66,500	66,500	66,500	66,500	66,500	332,500
W2007	WTP Hardened Server Building	82	2026	1,545,244	2,787,133	-	-	-	-	2,787,133
W2120	Distribution System Water Quality Sampling Stations	84	2025-2027	10,805	100,000	100,000	100,000	-	-	300,000
W2313	Deep Injection Well System	86	2026	26,053,158	1,947,377	-	-	-	-	1,947,377
W2415	Indiantown Rd Water Transmission Main Fitting Repl	88	2025	208,220	53,080	-	-	-	-	53,080
W25XX	Nanofiltration Acid Tanks Emergency Replacement	90	2026	-	1,344,000	-	-	-	-	1,344,000
W25XX	24-inch Floridan Aquifer Raw Water Main Emergency Repl	92	2026	-	1,433,800	-	-	-	-	1,433,800
W25XX	Eganfuskee/Carl St/Clark Ln Distribution Improvements	94	2026	-	520,000	-	-	-	-	520,000
W26XX	Water Treatment Plant South Wall Replacement	96	2026	-	-	588,000	-	-	-	588,000
W26XX	Via Rio Road-New 6" Watermain and Water Services	98	2027	-	-	442,600	-	-	-	442,600
W26XX	Holly Lane Distribution Improvements	100	2026	-	-	209,000	-	-	-	209,000
W27XX	Loxahatchee River Road Area Dist. Sys Improv - Ph II	102	2028	-	-	-	1,519,670	-	-	1,519,670
W28XX	Water Treatment Plant Asphalt Mill and Overlay	104	2028	-	-	-	-	432,000	-	432,000
W28XX	Bendross Road Distribution Improvements	106	2029	-	-	-	-	245,700	-	245,700
W28XX	Center St Valves and Services Repl	108	2029	-	-	-	-	600,000	-	600,000
W28XX	Storage Reservoir Replacement Program	110	2029	-	-	-	-	135,930	-	135,930
W28XX	Water Treatment Plant (WTP) Liquid Chlorine Conversion	112	2029	-	-	-	-	2,212,500	-	2,212,500
W1291	Professional Services	N/A	On-going	49,453	-	-	-	-	-	-
W0128	North Limestone Creek Wellfield	N/A	2025	9,735,239	-	-	-	-	-	-
W1503	MBA Rehab for RO Permeate Odor Contl	N/A	2024, 2025	1,265,509	-	-	-	-	-	-
W1508	RO/Nano Membrane Repl Prgm	N/A	2023, 2024	1,200,578	-	-	-	-	-	-
W1602	Piping Upgr-Central Bd PS	N/A	2025	2,311,422	-	-	-	-	-	-
W1605	Nitrogen Blanket in Sulfuric Acid Tanks	N/A	2024-2025	99,357	-	-	-	-	-	-
W2010	RO Plant Mods to Addr RW Degrad-Incr Interstage Boost	N/A	2024	2,925,223	-	-	-	-	-	-
W2011	Floridan Aquifer Wells RO-14, RO-15, RO-16 & RWMs	N/A	2026	13,380,442	-	-	-	-	-	-
W2012	Pine Gardens North Infrastructure Improvements	N/A	2024	1,156,884	-	-	-	-	-	-
W2115	Brentwood North Distribution Improvements	N/A	2024	239,194	-	-	-	-	-	-
W2117	Fisherman's Landing Water Main Replacement	N/A	2025	1,012,789	-	-	-	-	-	-
W2118	Juno Beach Repump Station Valve Replacements	N/A	2023	39,218	-	-	-	-	-	-
W2121	RO Permeate Degasifier Impr - Testing/Add 4th Degasifier	N/A	2024	10,000	-	-	-	-	-	-
W2123	Jupiter Lakes & Wood Duck Water Distr System Improves	N/A	2024	164,998	-	-	-	-	-	-
W2213	Dolphin Drive-Replace 6" and 4" AC mains	N/A	2024	322,321	-	-	-	-	-	-
W2303	Pennock Industrial Park Valves and Hydrants	N/A	2024	91,314	-	-	-	-	-	-
W2312	NF Concentrate Blending with RO Raw Water	N/A	2025-2026	587,864	-	-	-	-	-	-
W2317	Toney Penna Water Transmission Valve Replacements	N/A	2024	583,133	-	-	-	-	-	-
W2318	Ammonia Injection Relocation for 4-Log Virus Trmt Cert	N/A	2025	787,800	-	-	-	-	-	-
TOTAL				\$ 78,412,211	\$ 11,971,607	\$ 8,689,630	\$ 9,357,569	\$ 6,823,315	\$ 5,965,891	\$ 42,808,012

Project Funding	Balance Carryfwd	2025	2026	2027	2028	2029	Total
Water Renewal and Replacement	\$ 75,424,604	\$ 10,928,717	\$ 8,653,980	\$ 9,323,856	\$ 6,791,540	\$ 5,936,053	\$ 41,634,146
Off-Site Fees	42,483	56,000	35,650	33,713	31,775	29,838	186,976
FEMA - Grant Revenues	878,023	910,390	-	-	-	-	910,390
ARPA - Grant Revenues	2,067,102	-	-	-	-	-	-
General Revenues	-	53,550	-	-	-	-	53,550
Stormwater Renewal and Replacement	-	22,950	-	-	-	-	22,950
TOTAL	\$ 78,412,211	\$ 11,971,607	\$ 8,689,630	\$ 9,357,569	\$ 6,823,315	\$ 5,965,891	\$ 42,808,012

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: New Meters	Department: Utilities
Link to Strategic Plan/Strategic Result: Fiscal Responsibility / Town Communication	Project #: W0002
	Projected In-Service Date: On-going

Project Description and Justification:
Furnish and install new, small (<2") water meters at properties within new development and/or re-development. Water meters record flow consumption at a high accuracy to minimize lost revenue and/or unaccounted for water loss. New meters purchased are readily compatible with the planned, multi-year implementation of the Advanced Metering Infrastructure (AMI) System.

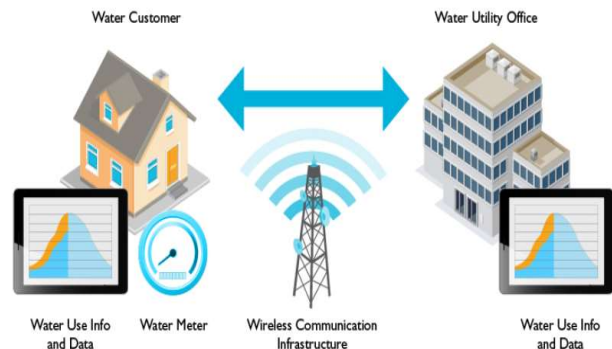
Accurate metering of water consumption reduces system water loss, minimizes lost revenue, enables automation of meter reading, billing and data collection processes, leak/tamper detection, and provides real time collection of customer water usage data with a customer interface to promote transparency and meet customer expectations for data access. New water meters are provided upon execution of a water service agreement and collection of required connection fees.

This project supports the Town's Strategic Plan Result of Fiscal Responsibility by managing assets to maintain fiduciary responsibility and established levels of service for the distribution system. Failure to properly account for water consumption amongst water customers could lead to deficiencies in cost recovery systems and financial instability that may prevent service levels from being achieved.

A Request for Proposals will be solicited in Summer 2024 for the AMI System conversion, with commencement of the multi-year project starting in Fall 2024. Implementation of the AMI System will improve system reliability and safety, enhance operational efficiencies, provide for better water conservation and leak/tamper detection, and provide real time collection of customer water usage data with a customer interface to promote transparency and meet customer expectations for data access.

Location(s) and Program Schedule		
Fiscal Yr	Scope	Budget
2025	Furnish and install new, small (<2") water meters at properties within new development and/or re-development.	\$56,000
2026	Furnish and install new, small (<2") water meters at properties within new development and/or re-development.	\$35,650
2027	Furnish and install new, small (<2") water meters at properties within new development and/or re-development.	\$33,713
2028	Furnish and install new, small (<2") water meters at properties within new development and/or re-development.	\$31,775
2029	Furnish and install new, small (<2") water meters at properties within new development and/or re-development.	\$29,838

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:						Department:	
New Meters						Utilities	
Link to Strategic Plan/Strategic Result:						Project #:	
Fiscal Responsibility / Town Communication						W0002	
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$394,512	\$18,667	\$11,883	\$11,238	\$10,592	\$9,946	\$456,837
Equipment	\$1,199,579	\$37,333	\$23,767	\$22,475	\$21,183	\$19,892	\$1,324,230
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$1,594,091	\$56,000	\$35,650	\$33,713	\$31,775	\$29,838	\$1,781,067
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$1,594,091	\$56,000	\$35,650	\$33,713	\$31,775	\$29,838	\$1,781,067
Total Revenues	\$1,594,091	\$56,000	\$35,650	\$33,713	\$31,775	\$29,838	\$1,781,067
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$1,222,256	\$77,500	\$70,961	\$95,024	\$81,462	\$46,888	\$1,594,091
Amount Expended	\$1,222,256	\$74,583	\$73,878	\$95,025	\$61,886	\$25,772	\$1,553,400
Balance							\$40,691

Footnote: Expenditures anticipated to continue after 5-year planning window.

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: Small Meter Replacements	Department: Utilities
Link to Strategic Plan/Strategic Result: Fiscal Responsibility / Town Communication	Project #: W0002
	Projected In-Service Date: On-going

Project Description and Justification:

Replace small (< 2") meters that fail to record flows with high accuracy. This deficiency if not minimized can lead to lost revenue and increased system water loss or unaccounted water. In addition, implement the latest best management practice for water meter reading, Advanced Metering Infrastructure (AMI), to improve system reliability and safety, enhance operational efficiencies, provide for better water conservation and leak/tamper detection, and provide real time collection of customer water usage data with a customer interface to promote transparency and meet customer expectations for data access.

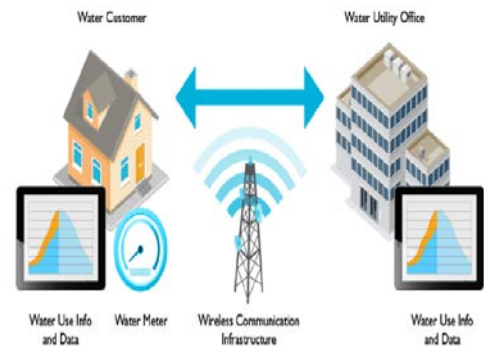
Having an accurate and effective means of reading water meters then communicating usage to both our billing office and residents is essential to the service we provide. The existing 15-year old drive-by radio reading system is becoming obsolete and many software/hardware functions are no longer fully supported. This is problematic relative to our ability to responsibly assist customers. The estimated annual cost for implementation of the AMI System over a ten year period is \$1.5M and is shared between the large and the (small) meter replacements budgets. A Request for Proposals for the AMI System conversion will be solicited in Summer 2024, with commencement of the multi-year project in Fall 2024.

This project supports the Town's Strategic Plan Result of Fiscal Responsibility by managing assets to maintain fiduciary responsibility and established levels of service for the distribution system. Failure to properly recover costs in an equitable fashion amongst water customers could lead to deficiencies in cost recovery systems and financial instability that may prevent service levels from being achieved.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	Replace small (< 2") meters that fail to record flows with high accuracy and systematically transition to AMI.	\$1,367,018
2026	Replace small (< 2") meters that fail to record flows with high accuracy and systematically transition to AMI.	\$1,367,018
2027	Replace small (< 2") meters that fail to record flows with high accuracy and systematically transition to AMI.	\$1,367,018
2028	Replace small (< 2") meters that fail to record flows with high accuracy and systematically transition to AMI.	\$1,367,018
2029	Replace small (< 2") meters that fail to record flows with high accuracy and systematically transition to AMI.	\$1,367,018

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Small Meter Replacements							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Fiscal Responsibility / Town Communication							W0002
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$2,955,247	\$455,673	\$455,673	\$455,673	\$455,673	\$455,673	\$5,233,612
Equipment	\$5,902,634	\$911,345	\$911,345	\$911,345	\$911,345	\$911,345	\$10,459,359
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$8,857,881	\$1,367,018	\$1,367,018	\$1,367,018	\$1,367,018	\$1,367,018	\$15,692,971
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$8,857,881	\$1,367,018	\$1,367,018	\$1,367,018	\$1,367,018	\$1,367,018	\$15,692,971
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$8,857,881	\$1,367,018	\$1,367,018	\$1,367,018	\$1,367,018	\$1,367,018	\$15,692,971
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$5,071,564	\$0	\$522,236	\$530,045	\$1,367,018	\$1,367,018	\$8,857,881
Amount Expended	\$4,084,888	\$574,955	\$723,167	\$67,092	\$320,309	\$268,269	\$6,038,680
Balance							\$2,819,201

Footnote: Expenditures anticipated to continue after 5-year planning window.

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: Large Meter Replacements	Department: Utilities	
Link to Strategic Plan/Strategic Result: Fiscal Responsibility / Town Communication	Project #: W0329	Projected In-Service Date: On-going

Project Description and Justification:
This project replaces large compound meters that fail to record flows with high accuracy. This deficiency if not minimized can lead to lost revenue and increased system water loss or unaccounted water. In addition, the latest best management practice to fully automate water meter reading, known as Advanced Metering Infrastructure (AMI), will be implemented to improve system reliability and safety, enhance operational efficiencies, provide for better water conservation and leak/tamper detection, and enable real time collection of customer water usage data with a customer interface to promote transparency and meet customer expectations for data access.

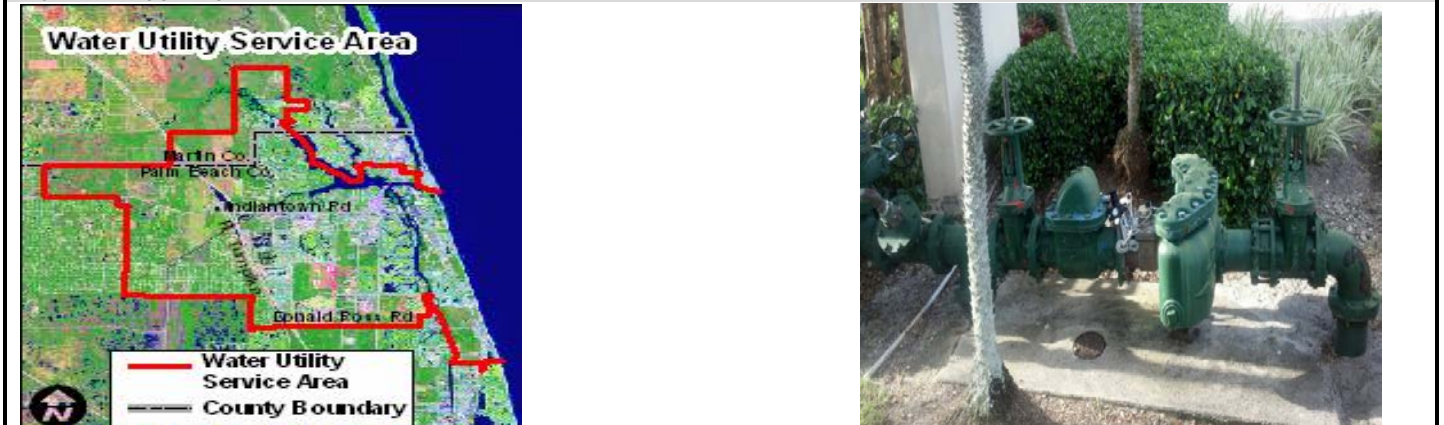
The estimated annual cost for implementation of the AMI System over a ten year period is \$1.5M and is shared between this project and the (small) meter replacements project. A Request for Proposals for the AMI System conversion will be solicited in Summer 2024, with commencement of the multi-year project anticipated in Fall 2024.

This project supports the Town's Strategic Plan Result of Fiscal Responsibility by managing assets to maintain fiduciary responsibility and maintain established levels of service for the distribution system. Failure to properly recover costs in an equitable fashion amongst water customers could lead to deficiencies in cost recovery systems and financial instability that may prevent service levels from being achieved.

Since 2020, one hundred and ninety (190) large meters have been replaced under this project.

Location(s) and Program Schedule		
Fiscal Yr	Scope	Budget
2025	Replace large compound meters that fail to record flows with high accuracy and systematically transition to AMI.	\$135,200
2026	Replace large compound meters that fail to record flows with high accuracy and systematically transition to AMI.	\$135,200
2027	Replace large compound meters that fail to record flows with high accuracy and systematically transition to AMI.	\$135,200
2028	Replace large compound meters that fail to record flows with high accuracy and systematically transition to AMI.	\$135,200
2029	Replace large compound meters that fail to record flows with high accuracy and systematically transition to AMI.	\$135,200

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:						Department:	
Large Meter Replacements						Utilities	
Link to Strategic Plan/Strategic Result:						Project #:	
Fiscal Responsibility / Town Communication						W0329	
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$651,733	\$45,060	\$45,060	\$45,060	\$45,060	\$45,060	\$877,033
Equipment	\$1,935,564	\$90,140	\$90,140	\$90,140	\$90,140	\$90,140	\$2,386,264
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$2,587,297	\$135,200	\$135,200	\$135,200	\$135,200	\$135,200	\$3,263,297
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$2,587,297	\$135,200	\$135,200	\$135,200	\$135,200	\$135,200	\$3,263,297
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$2,587,297	\$135,200	\$135,200	\$135,200	\$135,200	\$135,200	\$3,263,297
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$2,115,836	\$0	\$99,045	\$102,016	\$135,200	\$135,200	\$2,587,297
Amount Expended	\$1,821,547	\$67,820	\$71,080	\$214,970	\$178,787	\$56,486	\$2,410,691
Balance							\$176,606

Footnote: Expenditures anticipated to continue after 5-year planning window.

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: Utility Billing V5 Upgrade	Department: Utilities
Link to Strategic Plan/Strategic Result: Fiscal Responsibility	Project #: W1219
	Projected In-Service Date: 2026

Project Description and Justification:

The Town's current utility billing system (UBS) software solution was installed in 2015. It is a critical application handling all billing and customer information for water, stormwater, solid waste, yard waste, recycling, utility taxes, and water surcharges. Under this project, the software solution will be upgraded from Version 3 (V3), for which support will soon discontinue, to Version 5 (V5), enhancing operational efficiency and integrating advanced functionalities. The V5 upgrade includes a comprehensive rewrite of the software to provide a modernized solution that incorporates a REST API, that will facilitate streamlined interfacing with essential third-party systems such as the Munis Financial System and the CentralSquare Enterprise Asset Management System. The V5 upgrade introduces a new customer portal, MyMeter, to improve customer engagement and service delivery. The V5 upgrade is necessary considering V3 will no longer be supported. V5 will ensure the Town's utility billing system continues to provide services to meet Utility needs and customer expectations.

This project supports the Town's Strategic Plan of Organizational Excellence by investing in the organization's infrastructure to maximize productivity, enhance performance, and deliver services in a way that is valued by residents and businesses with efficiency and a high degree of customer service.

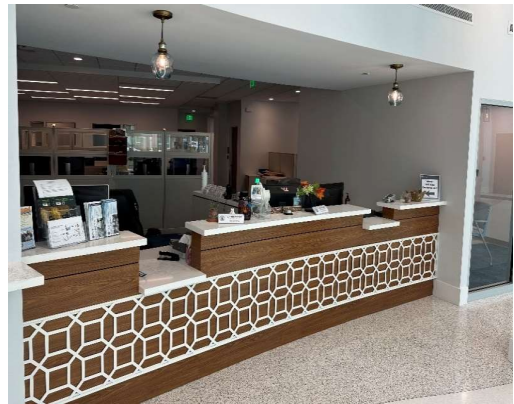
Upgrading the UBS software to V5 will enhance functionality offering significant improvement over the current version and is critical for maintaining effective utility billing operations, integrating with other enterprise systems, improving security, and providing better customer service capabilities. The upgrade is expected to deliver a more user-friendly experience for both internal staff and external customers. The MyMeter customer portal offers a user-friendly interface for customers to manage their services, leading to higher customer satisfaction and improved administrative efficiency.

An upgrade to Version 4 (V4) was previously adopted within the FY2018 and FY2020 CIP, however implementation was delayed awaiting release of V5, which will provide a more secure, compatible, and functional solution than V4. A contract for the V5 upgrade is anticipated to be presented to the Town Council in August 2024. Implementation of the upgrade will begin in fiscal year 2025 and continue into fiscal year 2026.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	Utility customer service and billing software upgrade to V5 additional funds necessary to award the contract and implement the upgrades	\$255,000
2026		\$0
2027		\$0
2028		\$0
2029		\$0

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Utility Billing V5 Upgrade							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Fiscal Responsibility							W1219
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$401,696	\$255,000	\$0	\$0	\$0	\$0	\$656,696
Total Budget	\$401,696	\$255,000	\$0	\$0	\$0	\$0	\$656,696
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$53,550	\$0	\$0	\$0	\$0	\$53,550
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$22,950	\$0	\$0	\$0	\$0	\$22,950
Water R & R funds	\$401,696	\$178,500	\$0	\$0	\$0	\$0	\$580,196
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$401,696	\$255,000	\$0	\$0	\$0	\$0	\$656,696
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$401,696	\$0	\$0	\$0	\$0	\$0	\$401,696
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance							\$401,696

TOWN OF JUPITER COMMUNITY INVESTMENT PROGRAM 2025 - 2029		
Project Name:	Department:	
Water Asset Maintenance Program	Utilities	
Link to Strategic Plan/Strategic Result:	Project #:	Projected In-Service Date:
Safety / Fiscal Responsibility	W1290	On-going
Project Description and Justification:		
The Town's water system contains valuable assets that must be maintained in a reliable, responsive and cost effective manner to maximize useful life. This project provides for maintenance activities related to water system assets including distribution system valves and hydrants, maintenance dredging of the surficial aquifer recharge system, surficial and Floridan well rehabilitation, maintenance upgrades of the SCADA and GIS system, roof replacements, and other various inspections, cleanings, repairs and replacements necessary to properly maintain water utility assets. This project supports the Town's Strategic Plan Result of Fiscal Responsibility by maintaining and managing water utility assets to help achieve and maximize useful life of assets in a safe and reliable manner. Maintenance of valuable Utility assets is critical to ensuring production and delivery of safe and reliable drinking water to our customers. Projects planned for FY25 include continued rehabilitation of surficial aquifer (SA) and Floridan Aquifer (FA) wells, installation of wellsite disposal drains, GIS/SCADA upgrades, asset management, replacement of Water Plant programmable logic controllers (PLCs) and remote I/O panels, distribution system valve and hydrant replacements, stainless steel pipe maintenance, NF building roof repairs, and maintenance painting of various water utility assets including NF pretreatment system, RO chemical containment areas, select buildings, fire hydrants, and select large meters. Project budgets have been updated to reflect current construction market costs.		
Location(s) and Program Schedule		
Fiscal Yr	Scope	Budget
2025	Well rehabilitation and wellsite disposal drains	\$614,886
	Painting maintenance of various water plant facilities including nanofiltration pretreatment, chemical containment and neutralization areas, administration and warehouse bldg interior, pole barn repairs and painting, pressure washing, wellsite fence replacements, stainless steel pipe maintenance cleaning; and Nano Process Bldg and pretreatment roof repairs	\$612,355
	Distribution system and hydrant maintenance painting, and valve, hydrant, water service replacements in Eagles Nest (Ph 2), Whispering Trails (Ph 2), and Ocean Walk (Ph 2)	\$313,915
	GIS and SCADA Upgrades of Control Panels, Programmable Logic Controllers, Human Machine Interface systems, and Remote Telemetry systems, servers and virtualization hosts	\$365,343
2026	Wellfield Recharge System canal maintenance cleaning	\$80,235
	Well rehabilitation	\$389,464
	Painting maintenance of various water plant facilities including clearwells and other water holding structures, above ground piping, on-site ground storage tanks (3 MG, 1.5 MG), Utility Field Office and warehouse interior, Utility Field Office pole barn, pressure washing, fence replacements, stainless steel pipe maintenance cleaning	\$477,198
	Distribution system and hydrant maintenance painting, and valve, hydrant, water service replacements in Ocean Dunes, Beachcomber (Ph 1), and Admiral's Cove	\$209,149
	GIS and SCADA Upgrades of Control Panels, Programmable Logic Controllers, Human Machine Interface systems, and Remote Telemetry systems, servers and virtualization hosts	\$328,063
2027	Well rehabilitation	\$401,147
	Painting maintenance of various water plant facilities including clearwells and other water holding structures, above ground piping, off site ground storage tanks, pressure washing, stainless steel pipe maintenance cleaning	\$873,783
	Distribution system and hydrant maintenance painting, and valve, hydrant, water service replacements in The Shores, Palm Beach Country Estates, The Heights of Jupiter, and Beachcomber (Ph 2)	\$194,389
	GIS and SCADA Upgrades of Control Panels, Programmable Logic Controllers, Human Machine Interface systems, and Remote Telemetry systems, servers and virtualization hosts	\$398,273
2028	Well rehabilitation and wellsite disposal drains	\$643,919
	Painting maintenance of various water plant facilities including structures, above ground piping, pressure washing, stainless steel pipe maintenance cleaning, clean and inspect acid tank interiors	\$272,915
	Distribution system and hydrant maintenance painting, and valve, hydrant, water service replacements in Mallards Cove (Ph 2), Jupiter Gardens Condos, Jupiter Ocean & Racquet Club	\$269,637
	GIS and SCADA Upgrades of Control Panels, Programmable Logic Controllers, Human Machine Interface systems, and Remote Telemetry systems, servers and virtualization hosts	\$410,221
2029	Well rehabilitation	\$425,578
	Painting maintenance of various water plant facilities including structures, above ground piping, pressure washing, stainless steel pipe maintenance cleaning	\$188,359
	Distribution system and hydrant maintenance painting, and valve, hydrant, water service replacements in Riverbend Country Club (Ph 1 & 2)	\$259,393
	GIS and SCADA Upgrades of Control Panels, Programmable Logic Controllers, Human Machine Interface systems, and Remote Telemetry systems, servers and virtualization hosts	\$228,022
Project Photo(s) / Map of Location		
 		

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Water Asset Maintenance Program							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							W1290
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$16,871,924	\$1,906,499	\$1,484,109	\$1,867,592	\$1,596,692	\$1,101,352	\$24,828,168
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$16,871,924	\$1,906,499	\$1,484,109	\$1,867,592	\$1,596,692	\$1,101,352	\$24,828,168
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$16,871,924	\$1,906,499	\$1,484,109	\$1,867,592	\$1,596,692	\$1,101,352	\$24,828,168
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$16,871,924	\$1,906,499	\$1,484,109	\$1,867,592	\$1,596,692	\$1,101,352	\$24,828,168
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$7,856,375	\$2,013,630	\$1,948,058	\$2,260,525	\$1,636,992	\$1,156,344	\$16,871,924
Amount Expended	\$6,016,442	\$1,050,728	\$2,418,653	\$1,554,397	\$1,133,212	\$423,716	\$12,597,148
Balance							\$4,274,776

Footnote: Expenditures anticipated to continue after 5-year planning window.

TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029

Project Name: Pump Replacement Program	Department: Utilities	
Link to Strategic Plan/Strategic Result: Safety / Fiscal Responsibility	Project #: W1402	Projected In-Service Date: On-going

Project Description and Justification:

The Water System has 40+ large pumps that either assist in the treatment process, transfer finished water to storage, or deliver water to customers through the distribution system. These high duty pumps have a useful life of 20 years. This program provides funding to replace these pumps and associated appurtenances as they reach the end of useful life. Maintaining design pumping capacities and reliable pumping equipment is critical to treatment operations and meeting customer and system demands.

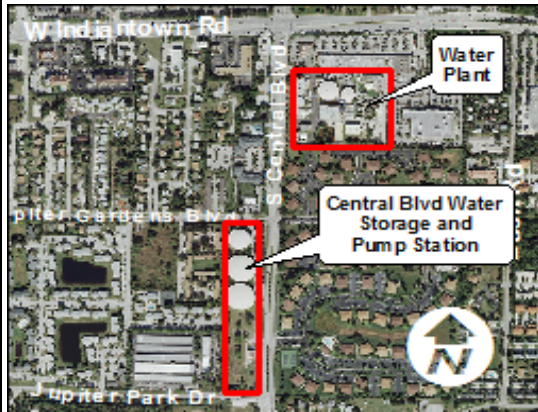
This project supports the Town's Strategic Plan Result of Fiscal Responsibility and Safety by managing critical assets to maximize useful life and provide for replacements as needed. This activity ensures water demands are met, providing for the public health and well being of our customers.

The project to replace Floridan aquifer (FA) well pumps will commence in 2025. Additional funding has been allocated for the remaining FA well pump replacements in FY26. Replacement of 34 year old deteriorating discharge piping and non-functioning valves for the reverse osmosis (RO) clearwell transfer pumps, previously planned for FY25, has been postponed to FY27 based on coordination with other improvements at the RO Plant. Replacement of discharge piping, valves, and flowmeter for the on-site high service pumps will also occur in FY27. Funding for each of these projects has been increased to reflect updated construction costs, which accounts for current market conditions. Funding for replacement of high service pumps located at the Central Blvd Water Storage and Pumping Facility and Riverbend Pump Station has been postponed to FY2030 as current condition remains acceptable. Project budgets have been updated to reflect current construction market costs.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025		\$0
2026	Additional funding to complete replacement of Floridan Aquifer well pumps	\$213,000
2027	Replace deteriorating 34-year old RO clearwell transfer pumps, piping and valves and on-site high service pump discharge piping, valves and flowmeter	\$1,751,707
2028		\$0
2029		\$0

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Pump Replacement Program							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							W1402
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$180,500	\$0	\$0	\$175,171	\$0	\$0	\$355,671
Construction	\$1,544,399	\$0	\$0	\$1,576,536	\$0	\$0	\$3,120,935
Equipment	\$0	\$0	\$213,000	\$0	\$0	\$0	\$213,000
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$1,724,899	\$0	\$213,000	\$1,751,707	\$0	\$0	\$3,689,606
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$1,724,899	\$0	\$213,000	\$1,751,707	\$0	\$0	\$3,689,606
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$1,724,899	\$0	\$213,000	\$1,751,707	\$0	\$0	\$3,689,606
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$924,899	\$0	\$0	\$800,000	\$0	\$0	\$1,724,899
Amount Expended	\$822,430	\$49,242	\$0	\$0	\$12,823	\$0	\$884,495
Balance							\$840,404

Footnote: Expenditures anticipated to continue after 5-year planning window.

TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029

Project Name: Generator Replacement Program	Department: Utilities	
Link to Strategic Plan/Strategic Result: Safety / Fiscal Responsibility	Project #: W1702	Projected In-Service Date: 2027, 2029

Project Description and Justification:

This project provides for replacement of emergency generators for the Water Utility as repairs costs and inspections of existing generators dictate the need for a generator's replacement. The Water Utility's generators are serviced and evaluated annually by a third party generator maintenance contractor. Replacements are identified and planned based on annual inspections, maintenance history and operating requirements. Emergency generators on water supply wells, water treatment facilities, and water distribution pumps are required for regulatory compliance to ensure safe and reliable water supply continues during utility power interruptions.

This project supports the Town's Strategic Plan Results of Fiscal Responsibility and Safety by managing the renewal and replacement of water system assets to provide well maintained facilities. These activities enable the Utility to supply safe and reliable drinking water which meets all quality standards. Failure to replace aged generators can result in inability to meet water demands during emergency events and places the Utility at risk of providing safe drinking water to its customers. Project budgets have been updated to reflect current construction market costs.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	No generator replacements planned at this time	\$0
2026	Replace Generator No. 4, located at the Central Blvd North High Service Pumping and Ground Storage Tank facility. The generator is 35 years old and is undersized to support the high service pumping and water supply wells dedicated to it for emergency power. Its replacement is necessary.	\$1,496,700
2027	No generator replacements planned at this time	\$0
2028	No generator replacements planned at this time	\$0
2029	Replace Generator No. 3, located on Central Blvd across from Egret Landing was installed in 1982, and supports a number of water supply wells in Indian Creek and Egret Landing. Generator inspections and maintenance history warrant its replacement.	\$883,100

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Generator Replacement Program							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							W1702
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$131,200	\$0	\$0	\$103,286	\$234,486
Construction	\$0	\$0	\$521,368	\$0	\$0	\$410,814	\$932,182
Equipment	\$0	\$0	\$844,132	\$0	\$0	\$369,000	\$1,213,132
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$0	\$0	\$1,496,700	\$0	\$0	\$883,100	\$2,379,800
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$1,496,700	\$0	\$0	\$883,100	\$2,379,800
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$0	\$1,496,700	\$0	\$0	\$883,100	\$2,379,800
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance							\$0

Footnote: Expenditures anticipated to continue after 5-year planning window.

TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029

Project Name: Production Well Replacement Program	Department: Utilities	
Link to Strategic Plan/Strategic Result: Safety / Fiscal Responsibility	Project #: W1817	Projected In-Service Date: 2027-2030

Project Description and Justification:

Several of the Town's drinking water supply wells have exceeded their useful life and are no longer responding to rehabilitation efforts. Poor production, high sand content, and poor water quality renders a well unusable. This project involves replacing those wells which have reached the end of their useful life and are no longer responding to well rehabilitation efforts. Replacement includes drilling test wells and new production wells, installing new wellhead piping, raw watermain modifications, instrumentation and electrical improvements, and abandoning existing wells.

This project supports the Town's Strategic Plan Results of Fiscal Responsibility and Safety by managing the renewal and replacement of water system assets to provide well maintained water supply facilities. These activities enable the Utility to meet customer demands for safe and reliable drinking water which meets all quality standards.

Raw water supply capacity and quality are critical components of membrane treatment. A membrane train requires a specific amount of raw water to function. Inadequate raw water capacity results in operational failure of the membrane train. Poor water quality contributes to high feed pressures, which if too high will cause the membrane plant to shut down, and poor water quality can also cause damage to the membranes by fouling or scaling. Wells that have stopped responding to rehabilitation should be replaced as they are no longer usable.

Design for replacement of two surficial aquifer wells (SA16 & SA17) approved in FY2024 is underway. Eleven of the twelve existing Floridan Aquifer (FA) wells have experienced significant degradation in production and water quality and the well facilities are in disrepair due to age and environment. Two of the FA wells have exceeded useful life, while six others will achieve useful life in the next 10 years. Improvements to these wells are proposed in lieu of full well replacement, as cost and availability of land to construct new wells are not favorable. Project budgets have been updated to reflect current construction market costs.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025		\$0
2026	Phase 2 of Floridan Aquifer (FA) well improvements for well casing repairs, wellhead, piping, electrical, instrumentation and control component replacements in lieu of full well replacement (RO6, RO8, RO9, RO10, RO11, RO12)	\$2,551,853
2027	Replace two Surficial Aquifer (SA) production wells (SA21 & SA27). These well are no longer responding to well rehabilitation.	\$2,516,169
2028		\$0
2029	Replace two Surficial Aquifer (SA) production wells (SA15 & SA18). These well are no longer responding to well rehabilitation.	\$2,382,883

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Production Well Replacement Program							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							W1817
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$1,213,035	\$0	\$125,000	\$276,779	\$0	\$262,117	\$1,876,931
Construction	\$8,556,880	\$0	\$2,426,853	\$2,239,390	\$0	\$2,120,766	\$15,343,889
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$9,769,915	\$0	\$2,551,853	\$2,516,169	\$0	\$2,382,883	\$17,220,820
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$9,769,915	\$0	\$2,551,853	\$2,516,169	\$0	\$2,382,883	\$17,220,820
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$9,769,915	\$0	\$2,551,853	\$2,516,169	\$0	\$2,382,883	\$17,220,820
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$2,653,600	\$221,030	\$762,043	\$4,382,072	-\$445,000	\$2,196,170	\$9,769,915
Amount Expended	\$33,876	\$760,351	\$1,266,654	\$445,304	\$1,167,831	\$392,564	\$4,066,580
Balance							\$5,703,335

Footnote: Expenditures anticipated to continue after 5-year planning window.

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: WTP Control System Cybersecurity	Department: Utilities
Link to Strategic Plan/Strategic Result: Safety / Fiscal Responsibility	Project #: W1914
	Projected In-Service Date: On-going

Project Description and Justification:

This project ensures best practice cybersecurity measures in accordance with the American Water Infrastructure Act are implemented and practiced by the Water Utility to protect water plant control systems from cyber attacks. This project includes annual cybersecurity threat assessments with penetration testing, upgrades to SCADA server systems, networking infrastructure and firewall threat defense systems utilizing the most current protective firmware and software, and use of network security monitoring software to ensure that all devices on the SCADA HMI network are authenticated, authorized and accounted for.

This project supports the Town's Strategic Plan Results of Fiscal Responsibility and Safety by protecting against the loss of the Operations Technology (OT) systems which control the water production and delivery processes. Cyber threats against critical US infrastructure such as water treatment plants have become more prevalent over the last several years. In order to protect the Town's water supply, practicing cyber resilience to protect against growing threats and bad actors is necessary to continue to meet customer demands for safe and reliable drinking water.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	Annual threat assessments, penetration testing, control system server, firmware and software updates as needed	\$66,500
2026	Annual threat assessments, penetration testing, control system server, firmware and software updates as needed	\$66,500
2027	Annual threat assessments, penetration testing, control system server, firmware and software updates as needed	\$66,500
2028	Annual threat assessments, penetration testing, control system server, firmware and software updates as needed	\$66,500
2029	Annual threat assessments, penetration testing, control system server, firmware and software updates as needed	\$66,500

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:						Department:	
WTP Control System Cybersecurity						Utilities	
Link to Strategic Plan/Strategic Result:						Project #:	
Safety / Fiscal Responsibility						W1914	
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$382,880	\$66,500	\$66,500	\$66,500	\$66,500	\$66,500	\$715,380
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$382,880	\$66,500	\$66,500	\$66,500	\$66,500	\$66,500	\$715,380
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$382,880	\$66,500	\$66,500	\$66,500	\$66,500	\$66,500	\$715,380
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$382,880	\$66,500	\$66,500	\$66,500	\$66,500	\$66,500	\$715,380
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$121,530	\$0	\$0	\$128,350	\$66,500	\$66,500	\$382,880
Amount Expended	\$114,456	\$0	\$0	\$18,230	\$23,677	\$11,861	\$168,224
Balance							\$214,656

Footnote: Expenditures anticipated to continue after 5-year planning window.

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: WTP Hardened Server Building	Department: Utilities	
Link to Strategic Plan/Strategic Result: Safety / Fiscal Responsibility	Project #: W2007	Projected In-Service Date: 2026

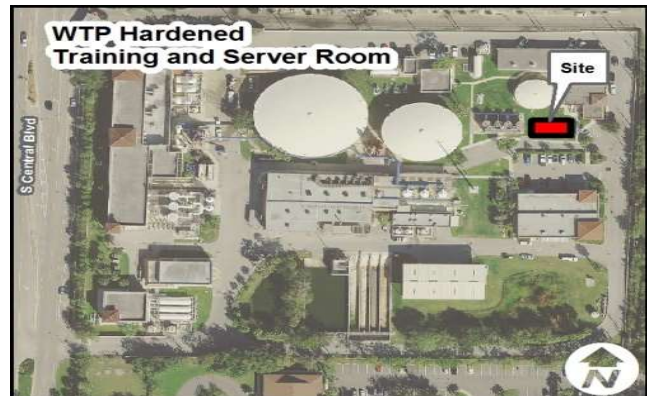
Project Description and Justification:
This project provides for design, permitting and construction of a 3,453 SF hardened building for critical water plant control system servers, a safe building for Utility staff during storm events, and a training room of adequate size that meets ADA requirements. Presently, the Utility's control system servers are located in an unsuitable area within a building not rated to withstand winds above 135 mph. Meanwhile, no building on the water treatment plant site has a design wind speed rating greater than 150 mph, this results in employee safety concerns given that staff are on duty during storm events. The room currently used for staff training is undersized and access to the room is not ADA compliant.

This project supports the Town's Strategic Plan Result of Safety by providing safe and accessible facilities that meet safe room requirements for tornados and hurricanes in compliance with FEMA P-361(2021), ICC 500-2020, and local building codes, for the protection of critical water plant control system equipment, employee safety, and the ability to continue to provide and deliver safe and reliable drinking water to customers during a major storm event.

A FEMA Hazard Mitigation Grant funding 57% of architectural and engineering design (Phase 1) was obtained. Deliverables for Phase 1 are currently in review with FEMA/FDEM to determine grant funding participation for construction (Phase 2). The proposed budget assumes a 57% cost share from FEMA for Phase 2. The budget increase requested for FY25 is based on 100% design documents and the design team's opinion of probable construction cost, which is 52% higher than the previous year due to construction market pricing, increased costs for electrical materials, emergency generator, underground utility relocations, increase sidewalk length to meet ADA requirements, and general building construction.

Location(s) and Program Schedule		
Fiscal Yr	Scope	Budget
2025	Pending FEMA grant approvals for Phase 2, building construction	\$2,787,133
2026		\$0
2027		\$0
2028		\$0
2029		\$0

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
WTP Hardened Server Building							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							W2007
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$329,896	\$501,684	\$0	\$0	\$0	\$0	\$831,580
Construction	\$1,500,000	\$2,285,449	\$0	\$0	\$0	\$0	\$3,785,449
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$1,829,896	\$2,787,133	\$0	\$0	\$0	\$0	\$4,617,029
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues (FEMA)	\$1,028,762	\$910,390	\$0	\$0	\$0	\$0	\$1,939,152
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$801,134	\$1,876,743	\$0	\$0	\$0	\$0	\$2,677,877
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$1,829,896	\$2,787,133	\$0	\$0	\$0	\$0	\$4,617,029
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$279,896	\$1,300,000	\$250,000	\$1,829,896
Amount Expended	\$0	\$0	\$0	\$2,685	\$261,274	\$20,693	\$284,652
Balance							\$1,545,244

TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029

Project Name: Distribution System Water Quality Sampling Stations	Department: Utilities	
Link to Strategic Plan/Strategic Result: Safety / Fiscal Responsibility	Project #: W2120	Projected In-Service Date: 2025-2027

Project Description and Justification:

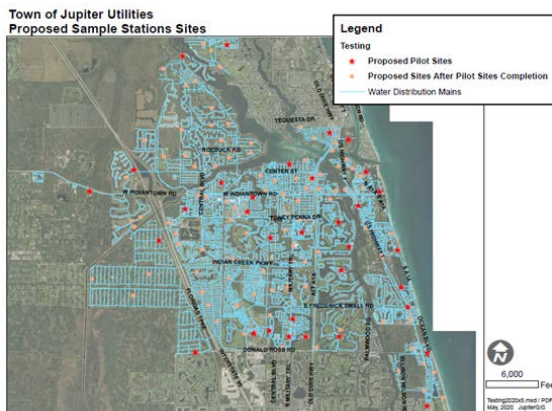
Drinking water regulations require that water systems sample, test and report monthly results for bacteriological (bac't) activity at a representative number of locations in the distribution system. Jupiter Utilities' laboratory is required to collect bac't samples at 130 locations each month. For many years, bac't samples have been collected from hose bibs located on residential and commercial buildings, which can be problematic and easily susceptible to contamination. Bac't samples that have been contaminated by external factors (dirt, grime, animal excrement, etc. on the hose bib) can result in "false positive" bac't results that are not representative of the distribution system water quality, requiring additional sampling and potentially public notice including a boil water order. This project proposes to expand upon the previously approved pilot program under which 31 sample stations were installed and complete the conversion to dedicated water quality sampling stations at the remaining 99 compliance monitoring locations in the distribution system.

This project supports the Town's Strategic Plan Results of Fiscal Responsibility and Safety by enabling Water Utility laboratory staff to collect and test reliable water quality samples and meet regulatory compliance requirements ensuring safe and reliable drinking water is delivered to our customers. In addition, the stations will be more accessible to lab staff and avoid having to enter private property to obtain monthly water samples.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	Install 30-35 distribution system water sampling stations	\$100,000
2026	Install 30-35 distribution system water sampling stations	\$100,000
2027	Install 30-35 distribution system water sampling stations	\$100,000
2028		\$0
2029		\$0

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Distribution System Water Quality Sampling Stations							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							W2120
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$100,000	\$100,000	\$100,000	\$100,000	\$0	\$0	\$400,000
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$100,000	\$100,000	\$100,000	\$100,000	\$0	\$0	\$400,000
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$100,000	\$100,000	\$100,000	\$100,000	\$0	\$0	\$400,000
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$100,000	\$100,000	\$100,000	\$100,000	\$0	\$0	\$400,000
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$100,000	\$0	\$0	\$0	\$100,000
Amount Expended	\$0	\$0	\$590	\$15,842	\$0	\$72,763	\$89,195
Balance							\$10,805

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: Deep Injection Well System	Department: Utilities
Link to Strategic Plan/Strategic Result: Safety / Fiscal Responsibility	Project #: W2313
	Projected In-Service Date: 2026

Project Description and Justification:

Since 1990, the Town's reverse osmosis (RO) concentrate management practice has been surface water discharge through an outfall to the Southwest Fork of the Loxahatchee River. Permitted by FDEP this disposal method is subject to water quality of the receiving water body and regulatory changes that determine permitting requirements. Although permissible in 1990, surface water discharges for disposal of concentrate are now heavily scrutinized and challenging to permit. The Town's discharge permit includes stringent monitoring requirements and water quality limitations at the concentrate outfall and at specified distances within the River. Though the Town has consistently met permit conditions, water quality impairments in the River are driving regulatory changes, precluding surface water discharge as the preferable long term method for concentrate management. The most suitable long term strategy for management of concentrate and other water plant process waste streams is a Class I deep injection well (DIW) system.

This project supports the Town's Strategic Plan Results of Fiscal Responsibility and Safety by providing a long term and sustainable management strategy for concentrate and other water plant process by-product/waste streams that is easily permissible and enables the Town to continue to produce drinking water necessary to satisfy customer demands safely and reliably while meeting all regulatory standards.

Elimination of the Town's outfall from the River is expected to significantly reduce nitrogen loadings within the tributary and is integral to the Regional Loxahatchee River Pollutant Reduction Plan. The FDEP Administrative Order associated with the Town's RO concentrate surface water discharge permit requires that RO concentrate discharges to the River cease in December 2026. The existing RO concentrate surface water outfall will remain in place and be permitted for backup/emergency use only. Drilling of the DIW (Phase 1) is underway. Phase 2 improvements include site piping, pump stations and final wellheads and will advertise for bids in Summer 2024. Implementation of this project is expected to yield annual operating cost savings of approximately \$850,000.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	Additional funding necessary to complete Phase 2 site piping and pump station, in accordance with current construction market pricing	\$1,947,377
2026		\$0
2027		\$0
2028		\$0
2029		\$0

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Deep Injection Well System							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							W2313
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$2,839,010	\$214,211	\$0	\$0	\$0	\$0	\$3,053,221
Construction	\$24,795,329	\$1,733,166	\$0	\$0	\$0	\$0	\$26,528,495
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$27,634,339	\$1,947,377	\$0	\$0	\$0	\$0	\$29,581,716
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$27,634,339	\$1,947,377	\$0	\$0	\$0	\$0	\$29,581,716
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$27,634,339	\$1,947,377	\$0	\$0	\$0	\$0	\$29,581,716
Operating:	Prior to 2025	2025	2026	2027	2028	2029	Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating	\$0	\$0	\$0	\$44,400	\$44,400	\$44,400	\$133,200
Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Operating	\$0	\$0	\$0	\$44,400	\$44,400	\$44,400	\$133,200
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$63,215	\$23,516,766	\$4,054,358	\$27,634,339
Amount Expended	\$0	\$0	\$0	\$18,676	\$1,359,731	\$202,773	\$1,581,180
Balance							\$26,053,159

Footnote: Operating expenditure cost savings anticipated to continue after 5-year planning window.

TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029

Project Name:	Indiantown Rd Water Transmission Main Fitting Replacement		Department:	Utilities	
Link to Strategic Plan/Strategic Result:	Safety / Fiscal Responsibility		Project #:	W2415	Projected In-Service Date: 2025

Project Description and Justification:

In 2016 and 2018 significant leaks occurred at welded joints on the 16" high density polyethylene (HDPE) water transmission main installed by FDOT (1998) on the south side of the Indiantown Road Bridge. Emergency repairs were performed and the HDPE fittings in those two locations were replaced with ductile iron (DI) fittings. In 2019, existing non-operable and deteriorating 16" isolation valves on this watermain were removed and replaced. New isolation valves were installed in more accessible locations, farther away from the waterway where the soils are less corrosive. Based on the 1998 FDOT record drawings, two more HDPE fittings exist on this main, one in the Indiantown Road right of way outside of pavement and the other in a travel lane. This project proposes replacing the remaining HDPE fittings with DI fittings.

This project supports the Town's Strategic Plan Results of Fiscal Responsibility and Safety by managing the renewal and replacement of water system assets to provide well maintained infrastructure at established levels of service. These activities enable the Utility to continue to provide safe and reliable drinking water, including fire protection. Planned replacement of these fittings will avoid an emergency and unsafe condition on Indiantown Road should the welds in these fittings fail as the others did. There is no way of predicting if and when a failure will occur.

The project budget has been increased by \$53,080 in accordance with current construction market pricing. Construction of this project will be postponed until the US-1 bridge replacement by FDOT is complete to minimize traffic impacts in the Indiantown Road / US-1 corridor.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	Design, permit and construct watermain repairs	\$53,080
2026		\$0
2027		\$0
2028		\$0
2029		\$0

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Indiantown Rd Water Transmission Main Fitting Replacement							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							W2415
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$17,700	\$5,817	\$0	\$0	\$0	\$0	\$23,517
Construction	\$190,520	\$47,263	\$0	\$0	\$0	\$0	\$237,783
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$208,220	\$53,080	\$0	\$0	\$0	\$0	\$261,300
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$208,220	\$53,080	\$0	\$0	\$0	\$0	\$261,300
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$208,220	\$53,080	\$0	\$0	\$0	\$0	\$261,300
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$0	\$208,220	\$208,220
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance							\$208,220

TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029

Project Name:	Department:	
Nanofiltration Acid Tanks Emergency Replacement	Utilities	
Link to Strategic Plan/Strategic Result:	Project #:	Projected In-Service Date:
Safety / Fiscal Responsibility	W25XX	2026

Project Description and Justification:

The Water Treatment Plant (WTP) relies on sulfuric acid to lower the pH of drinking water both as a pre-treatment chemical upstream of the nanofiltration (NF) membranes to prevent scaling and as a post-treatment chemical to achieve regulatory requirements for hydrogen sulfide removal. In 2010, a sulfuric acid chemical storage and chemical feed system was constructed with the NF plant that provides necessary chemical treatment to both the NF plant and RO concentrate treatment facility. The system consists of two, 20,000 gallon and two, 1,000 gallon unlined, steel chemical storage tanks. In 2023, one of the 20,000 gallon bulk tanks required emergency repairs to address pinhole leaks. Internal inspection of the bulk tanks revealed significant erosion of the interior tank walls. The hazardous chemical tanks have approached end of useful life and require replacement.

This project supports the Town's Strategic Plan Results of Fiscal Responsibility and Safety by managing the timely renewal and replacement of the NF sulfuric acid chemical storage tanks, promoting safety at the WTP site and maintaining reliability of the drinking water system. Failure of the tanks presents a significant safety risk to employees and WTP assets, will require emergency response, hazardous waste remediation, and regulatory notification. Loss of use of sulfuric acid will impact treatment effectiveness and inability to produce water that meets all regulatory requirements.

The new tanks will contain a specialized interior coating to extend the life of the tanks and a dry air desiccant system to reduce corrosivity of the acid. During design, chemical usage and resulting tank size requirements will be re-evaluated to determine if smaller tanks and/or differing material can be used to minimize replacement costs.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	Design, permitting and construction for replacement of sulfuric acid tanks	\$1,344,000
2026		\$0
2027		\$0
2028		\$0
2029		\$0

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Nanofiltration Acid Tanks Emergency Replacement							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							W25XX
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$224,000	\$0	\$0	\$0	\$0	\$224,000
Construction	\$0	\$665,000	\$0	\$0	\$0	\$0	\$665,000
Equipment	\$0	\$455,000	\$0	\$0	\$0	\$0	\$455,000
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$0	\$1,344,000	\$0	\$0	\$0	\$0	\$1,344,000
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$1,344,000	\$0	\$0	\$0	\$0	\$1,344,000
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$1,344,000	\$0	\$0	\$0	\$0	\$1,344,000
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance							\$0

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name:	Department:	
24-inch Floridan Aquifer Raw Water Main Emergency Replacement	Utilities	
Link to Strategic Plan/Strategic Result:	Project #:	Projected In-Service Date:
Safety / Fiscal Responsibility	W25XX	2026

Project Description and Justification:

A project to construct four Floridan Aquifer (FA) wells and corresponding raw watermain (RWM) along Island Way was adopted in the 2020 CIP. A 1,500 foot section of 24-inch FA RWM extending from the south side of the C-18 Canal to the north side of Indiantown Road was installed via horizontal directional drill (HDD) in 2022. Irreparable damage occurred to the HDD segment of pipe on March 17, 2024, when it was struck by another contractor at a location approximately 50 feet below ground surface. Replacement of the 1,500 foot section of RWM is necessary to place the new wells, which are currently under construction, into service.

This project supports the Town's Strategic Plan of Fiscal Responsibility and Safety by providing water supply necessary to satisfy customer demands for safe and reliable drinking water which meets all regulatory standards, and by protecting existing assets to achieve their useful life.

Replacement of the damaged RWM is recommended rather than attempts to repair due to the depth of damage and uncertainty of the extent of damage. Potentially feasible repair options were evaluated and found to carry considerable risk and be more costly than full replacement.

Notice of claims for property damage have been filed with the entities responsible for damage to the Town's RWM and recovery is being sought. Budget for this project includes design, permitting and construction of the replacement RWM and associated fiber conduit, and in-place abandonment of the existing, damaged pipeline. Design, permitting and construction of this section of 24" RWM in 2022 was ~\$900,000.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	Design, permitting and construction of a replacement FA raw watermain under the C-18 Canal and Indiantown Road by horizontal directional drill and in place abandonment of the damage pipeline	\$1,433,800
2026		\$0
2027		\$0
2028		\$0
2029		\$0

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
24-inch Floridan Aquifer Raw Water Main Emergency Replacement							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							W25XX
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$286,760	\$0	\$0	\$0	\$0	\$286,760
Construction	\$0	\$1,147,040	\$0	\$0	\$0	\$0	\$1,147,040
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$0	\$1,433,800	\$0	\$0	\$0	\$0	\$1,433,800
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$1,433,800	\$0	\$0	\$0	\$0	\$1,433,800
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$1,433,800	\$0	\$0	\$0	\$0	\$1,433,800
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance							\$0

TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029

Project Name: Eganfuskee/Carl St/Clark Ln Distribution Improvements	Department: Utilities	
Link to Strategic Plan/Strategic Result: Safety / Fiscal Responsibility	Project #: W25XX	Projected In-Service Date: 2026

Project Description and Justification:

Existing watermain at the end of Eganfuskee Street, Waldemar Road, Body Court, Carl Street, and Clark Lane consist of asbestos cement (AC) pipe constructed in 1971 that is undersized for current fire protection levels of service. Under this project, undersized AC watermain will be replaced with properly sized PVC or ductile iron pipe. Valves, hydrants, and water services from the main to the meter will also be replaced for improved system isolation and fire protection.

This project supports the Town's Strategic Plan Results of Fiscal Responsibility and Safety by managing the renewal and replacement of water system assets to provide well maintained infrastructure at established levels of service. These activities enable the Utility to provide safe and reliable drinking water plus necessary fire protection, that meets all regulatory requirements.

In 2019, watermain were replaced on Elsa Road, Paulina Road, and a portion of Yacht Club Drive with construction of drainage improvements on Elsa and Paulina Roads. This project represents a continuation of the prior improvements. Staff report frequent line breaks on Waldemar Rd and Body Court especially after heavy rainfall events necessitating extensive restoration to the roadway and private property. The project budget has been increased by \$83,155 in accordance with current construction market pricing.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	Design, permitting and construction of watermain improvements	\$520,000
2026		\$0
2027		\$0
2028		\$0
2029		\$0

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Eganfuskee/Carl St/Clark Ln Distribution Improvements							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							W25XX
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$88,400	\$0	\$0	\$0	\$0	\$88,400
Construction	\$0	\$431,600	\$0	\$0	\$0	\$0	\$431,600
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$0	\$520,000	\$0	\$0	\$0	\$0	\$520,000
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$520,000	\$0	\$0	\$0	\$0	\$520,000
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$520,000	\$0	\$0	\$0	\$0	\$520,000
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance							\$0

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name:	Department:	
Water Treatment Plant South Wall Replacement	Utilities	
Link to Strategic Plan/Strategic Result:	Project #:	Projected In-Service Date:
Safety / Fiscal Responsibility	W26XX	2026

Project Description and Justification:

The Water Treatment Plant (WTP) is secured by a 5-1/2 ft precast concrete architectural wall along the south property line that was installed in 1997. The wall separates the WTP from the neighboring community, Chasewood North, providing visual and noise buffer and to a limited extent, site security. The wall is approaching end of useful life and requires replacement. The proposed replacement includes a 12 foot tall concrete wall with a landscape buffer on Chasewood North's property, to further reduce visual and noise impacts from the WTP and enhance WTP site security.

This project supports the Town's Strategic Plan Results of Fiscal Responsibility and Safety by managing timely renewal and replacement of WTP assets, promoting safety at the WTP site, and reducing nuisance noise and/or visual impacts to the neighboring community.

The 12 foot tall wall will require site plan approval along with a variance for height. Chasewood North's HOA and residents have expressed interest in replacement of the wall to a taller height and addition of new landscaping. Due to the location of the wall with respect to the deep injection well construction, timing of this project cannot be expedited.

Location(s) and Program Schedule		
Fiscal Yr	Scope	Budget
2025		\$0
2026	Design, site plan approval, permitting and construction of new wall	\$588,000
2027		\$0
2028		\$0
2029		\$0

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Water Treatment Plant South Wall Replacement							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							W26XX
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$117,600	\$0	\$0	\$0	\$117,600
Construction	\$0	\$0	\$470,400	\$0	\$0	\$0	\$470,400
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$0	\$0	\$588,000	\$0	\$0	\$0	\$588,000
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$588,000	\$0	\$0	\$0	\$588,000
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$0	\$588,000	\$0	\$0	\$0	\$588,000
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance							\$0

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: Via Rio Road-New 6" Watermain and Water Services	Department: Utilities	
Link to Strategic Plan/Strategic Result: Safety / Fiscal Responsibility	Project #: W26XX	Projected In-Service Date: 2027

Project Description and Justification:

Via Rio is a private road in unincorporated Palm Beach County with potable water service provided to each of the twelve homes by exceedingly long water services (150 ft - 440 ft) extending from Loxahatchee River Road across private properties without easements making access and repairs difficult. Under this project, approximately 970 feet of new 6" watermain is proposed to be constructed along Via Rio Road, including fire hydrants and new water services.

This project supports the Town's Strategic Plan Results of Fiscal Responsibility and Safety by managing the renewal and replacement of water system assets to provide well maintained neighborhood infrastructure. These activities enable the Utility to achieve established levels of service while providing safe and reliable drinking water plus necessary fire protection.

Easements from the private property owners will be required to construct this new watermain. The project budget has been increased by \$97,913 in accordance with current construction market pricing.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025		\$0
2026	Design, permitting, and construction of new watermain	\$442,600
2027		\$0
2028		\$0
2029		\$0

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Via Rio Road-New 6" Watermain and Water Services							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							W26XX
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$65,600	\$0	\$0	\$0	\$65,600
Construction	\$0	\$0	\$377,000	\$0	\$0	\$0	\$377,000
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$0	\$0	\$442,600	\$0	\$0	\$0	\$442,600
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$442,600	\$0	\$0	\$0	\$442,600
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$0	\$442,600	\$0	\$0	\$0	\$442,600
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance							\$0

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: Holly Lane Distribution Improvements	Department: Utilities
Link to Strategic Plan/Strategic Result: Safety / Fiscal Responsibility	Project #: W26XX
	Projected In-Service Date: 2026

Project Description and Justification:

Water services to homes on Holly Lane were constructed in the 1980's and consist of exceedingly long services (150'- 600') extending across private property from either Loxahatchee River Road or Pennock Point Road, making access for repairs difficult. In addition, Holly Lane is not equipped with a hydrant for fire protection. Under this project, a new 6" watermain will be constructed with a hydrant for fire protection and new water services to the eight properties on Holly Lane.

This project supports the Town's Strategic Plan Results of Fiscal Responsibility and Safety by managing timely renewal and replacement of water system assets to provide well maintained infrastructure at established levels of service. These activities enable the Utility to provide safe and reliable drinking water plus necessary fire protection.

Holly Lane is a private road within unincorporated Palm Beach County. However, there is a 30-ft road right of way buffer on the north side of Holly Lane with the exception of one property which will require an easement to construct the new watermain. The intent is to design the project such that construction occurs outside of the pavement to minimize roadway restoration costs.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025		\$0
2026	Design, permitting and construction of new watermain	\$209,000
2027		\$0
2028		\$0
2029		\$0

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Holly Lane Distribution Improvements							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							W26XX
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$17,000	\$0	\$0	\$0	\$17,000
Construction	\$0	\$0	\$192,000	\$0	\$0	\$0	\$192,000
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$0	\$0	\$209,000	\$0	\$0	\$0	\$209,000
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$209,000	\$0	\$0	\$0	\$209,000
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$0	\$209,000	\$0	\$0	\$0	\$209,000
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance							\$0

TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029

Project Name: Loxahatchee River Road Area Dist. Sys Improv - Ph II	Department: Utilities	
Link to Strategic Plan/Strategic Result: Safety / Fiscal Responsibility	Project #: W27XX	Projected In-Service Date: 2028

Project Description and Justification:

Many of the existing watermain in the Loxahatchee River Road area were constructed in 1977 using asbestos cement (AC) pipe of substandard size for today's fire protection requirements. The AC pipe has surpassed its 40 year useful life and failures occur frequently. The watermain should be replaced to improve system reliability and fire protection. Under this project AC watermain, valves and hydrants will be replaced on Williamson Road, Sullivan Road, and Shirley Drive. Existing watermain on Old Fort Jupiter (OFJ) Road and Old Orange Road will be extended to provide a looped system, eliminating dead-ends and improving water quality.

This project supports the Town's Strategic Plan Results of Fiscal Responsibility and Safety by managing the renewal and replacement of water system assets to provide well maintained neighborhood infrastructure. These activities enable the Utility to provide established levels of service for safe and reliable drinking water plus necessary fire protection.

Phase I completed in 2019, included replacing watermain on Keith and Urdea Roads. In 2020, the Loxahatchee River Road aerial culvert crossing was replaced with a subaqueous crossing concurrently with bridge improvements by PBC. The scope for Phase 2 improvements was expanded to include OFJ Road and Old Orange Road, which were originally programmed for FY29 but were moved up to recognize economies of scale due to proximity of work areas with this project.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025		\$0
2026		\$0
2027	Design, permitting, and construction of watermain improvements	\$1,519,670
2028		\$0
2029		\$0

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Loxahatchee River Road Area Dist. Sys Improv - Ph II							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							W27XX
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$151,970	\$0	\$0	\$151,970
Construction	\$0	\$0	\$0	\$1,367,700	\$0	\$0	\$1,367,700
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$0	\$0	\$0	\$1,519,670	\$0	\$0	\$1,519,670
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$1,519,670	\$0	\$0	\$1,519,670
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$0	\$0	\$1,519,670	\$0	\$0	\$1,519,670
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance							\$0

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name:	Department:	
Water Treatment Plant Asphalt Mill and Overlay	Utilities	
Link to Strategic Plan/Strategic Result:	Project #:	Projected In-Service Date:
Safety / Fiscal Responsibility	W28XX	2028

Project Description and Justification:

The asphalt roadways at the water treatment plant are deteriorating and in need of repair. These roads are regularly traveled by chemical tanker trucks and tractor trailers with deliveries making continued water production possible. Critical infrastructure exists beneath much of the asphalt. This project proposes to mill approximately 12,500 SY of existing asphalt to a depth of 1", overlay with new asphalt, and provide new striping.

This project supports the Town's Strategic Plan Result of Fiscal Responsibility by maintaining utility facilities to help achieve and maximize useful life of assets. Failure to maintain the asphalt in good condition will result in continued deterioration jeopardizing integrity of critical infrastructure buried beneath the roadways.

This project is scheduled for 2028, to occur after completion of other major construction activities planned at the water plant. The project budget has been increased by \$25,072 in accordance with current construction market pricing.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025		\$0
2026		\$0
2027		\$0
2028	Mill and overlay water plant roadways	\$432,000
2029		\$0

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Water Treatment Plant Asphalt Mill and Overlay							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							W28XX
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$0	\$43,200	\$0	\$43,200
Construction	\$0	\$0	\$0	\$0	\$388,800	\$0	\$388,800
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$0	\$0	\$0	\$0	\$432,000	\$0	\$432,000
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$432,000	\$0	\$432,000
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$0	\$0	\$0	\$432,000	\$0	\$432,000
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance							\$0

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: Bendross Road Distribution Improvements	Department: Utilities
Link to Strategic Plan/Strategic Result: Safety / Fiscal Responsibility	Project #: W28XX
	Projected In-Service Date: 2029

Project Description and Justification:

Water customers on Bendross Road are currently served water by means of long services (200'+/-) from a watermain on Thrush Drive. These long services are old and extend through private property to reach the homes in which they serve, making access and repairs difficult. Under this project, approximately 585 feet of new 6" watermain will be constructed along Bendross Road with new water services provided to the homes currently on the Town's water system, and a hydrant for fire protection.

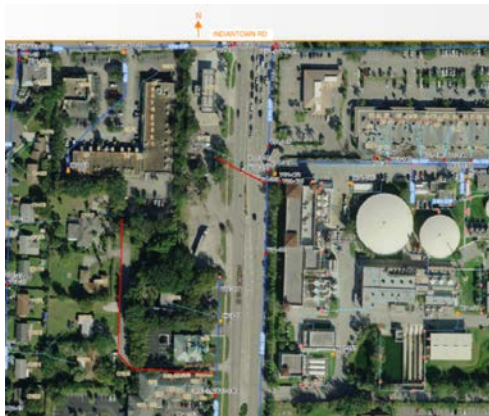
This project supports the Town's Strategic Plan Results of Fiscal Responsibility and Safety by managing the renewal and replacement of water system assets to provide well maintained infrastructure. These activities enable the Utility to meet established levels of service for safe and reliable drinking water plus provide necessary fire protection.

This project has been postponed to FY2028 based on current staff work load. Currently, five properties are located on Bendross Rd where three are connected to the Town's water system. Staff will engage the remaining property owners on interest in connecting to the future new water main. The project budget has been increased by \$46,955 in accordance with current construction market pricing.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025		\$0
2026		\$0
2027		\$0
2028	Design, permitting and construction of new watermain	\$245,700
2029		\$0

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Bendross Road Distribution Improvements							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							W28XX
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$0	\$36,855	\$0	\$36,855
Construction	\$0	\$0	\$0	\$0	\$208,845	\$0	\$208,845
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$0	\$0	\$0	\$0	\$245,700	\$0	\$245,700
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$245,700	\$0	\$245,700
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$0	\$0	\$0	\$245,700	\$0	\$245,700
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance							\$0

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: Center St Valves and Services Repl	Department: Utilities	
Link to Strategic Plan/Strategic Result: Safety / Fiscal Responsibility	Project #: W28XX	Projected In-Service Date: 2029

Project Description and Justification:

Many of the isolation valves and water services on the 12" water transmission main on Center Street between Loxahatchee River Road and Alternate A1A are between 45 and 50 years old. This project proposes to replace inoperable and aging valves along with old hydrants and water services. Timing of this project will be coordinated with Palm Beach County's (PBC's) Center Street road widening project anticipated to commence in 2028.

This project supports the Town's Strategic Plan Results of Fiscal Responsibility and Safety by managing timely renewal and replacement of water system assets to provide well maintained infrastructure at established levels of service. These activities enable the Utility to provide safe and reliable drinking water plus necessary fire protection.

Operable isolation valves in the water transmission and distribution systems are critical to minimizing interruption of water service to customers in the event of line breaks. In addition, valves must be located in safe and easily accessible locations as much as possible for staff safety. Completing this work in collaboration with the planned, PBC roadway project provides opportunity for collaboration and construction cost savings while minimizing impact to residents. Town staff is currently exploring the feasibility to establish a Joint Project Agreement (JPA) with Palm Beach County to accomplish design and/or construction of the necessary improvements in coordination with the road widening efforts on Center Street.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025		\$0
2026		\$0
2027		\$0
2028	Design, permitting and construction of valve replacements	\$600,000
2029		\$0

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Center St Valves and Services Repl							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							W28XX
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$0	\$100,000	\$0	\$100,000
Construction	\$0	\$0	\$0	\$0	\$500,000	\$0	\$500,000
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$0	\$0	\$0	\$0	\$600,000	\$0	\$600,000
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$600,000	\$0	\$600,000
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$0	\$0	\$0	\$600,000	\$0	\$600,000
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance							\$0

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: Storage Reservoir Replacement Program	Department: Utilities	
Link to Strategic Plan/Strategic Result: Safety / Fiscal Responsibility	Project #: W28XX	Projected In-Service Date: 2029

Project Description and Justification:

The Water System has eight ground storage tanks (GST), two clearwells, and three mixing chambers that contain, hold and/or store treated drinking water. These reinforced concrete structures have a useful life of 55 years. This program provides funding to replace these storage reservoirs and associated appurtenances as they reach the end of useful life or make repairs as needed to extend useful life. The project planned for 2028-29 includes completing repairs to the 1.5 million gallon GST, constructed in 1974 on the water treatment plant site, to extend the tank's useful life rather than replacing it.

This project supports the Town's Strategic Plan Result of Fiscal Responsibility and Safety by managing critical assets to maximize useful life and provide for replacement as needed. This activity ensures water demands are met and provides for the public health and well being of our customers. Structural integrity of water system infrastructure is critical to maintaining treatment operations and meeting system demands.

A thorough interior and exterior inspection of the 1.5 MG tank was conducted in April 2024, where a majority of components were assigned a condition of fair with recommendation for noted deficiencies to be addressed within the next five years. Tank ladders on the interior and exterior of the tank were identified as critical safety concerns and will be replaced immediately. The FY2028 budget has been reduced by \$751,277 for tank repairs in lieu of tank replacement. Tank repairs should be completed by the specialty tank manufacturer, Crom Corporation.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025		\$0
2026		\$0
2027		\$0
2028	Perform tank repairs	\$135,930
2029		\$0

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Storage Reservoir Replacement Program							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							W28XX
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$135,930	\$0	\$135,930
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$0	\$0	\$0	\$0	\$135,930	\$0	\$135,930
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$135,930	\$0	\$135,930
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$0	\$0	\$0	\$135,930	\$0	\$135,930
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance							\$0

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: Water Treatment Plant (WTP) Liquid Chlorine Conversion	Department: Utilities	
Link to Strategic Plan/Strategic Result: Safety / Fiscal Responsibility	Project #: W28XX	Projected In-Service Date: 2029

Project Description and Justification:

Historically, the WTP has relied on chlorine (CL) gas for disinfection of drinking water. CL gas is an extremely hazardous and combustible chemical with strict regulations for shipping, handling, and storage. Limited CL gas manufacturers and suppliers result in cost and availability concerns. Liquid chlorine (sodium hypochlorite) is a more desirable disinfectant chemical for reasons such as safety, product availability, operational control, lower chemical cost, and lower equipment replacement costs. With the WTP's existing CL gas equipment approaching 25 years and in need of replacement, conversion to liquid CL is timely. This project proposes that the existing CL gas building will be utilized to house five liquid CL chemical storage tanks and associated chemical metering equipment.

This project supports the Town's Strategic Plan Results of Fiscal Responsibility and Safety by managing the timely renewal and replacement of the WTP chlorine system assets with an alternative chemical that is safer, more readily available, more cost effective, and provides better operational control for worker safety and reliability of the drinking water system.

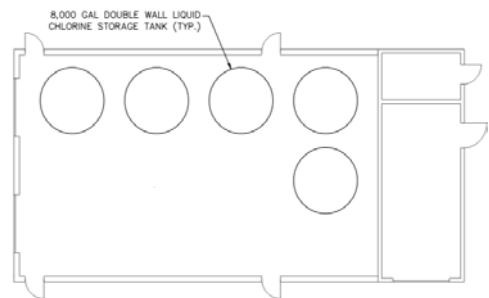
Disinfection of drinking water supplies using chlorine-based chemicals is a regulatory requirement. The existing CL gas disinfection system is considered a hazardous substance, necessitating a number of safety protocols in the maintenance and operation of the gas system. More recently, the cost of CL gas has increased while availability has decreased, at times to critical levels. Liquid chlorine is a safer and more reliable solution to meet disinfection regulations that reduces risk to employees and the surrounding community. Failure to have a reliable disinfection system will result in the inability to produce drinking water that meets all regulatory requirements.

In 2022, a temporary liquid CL system was placed into service at the RO clearwell in response to lack of availability of CL gas and concern of critically low inventory. The liquid CL system has proved to be a less costly, safer, and more reliable alternative for disinfection control. WTP operating costs using liquid CL have resulted in annual savings of approximately \$126,020, while maintenance cost savings for a liquid CL system are much lower (\$55,000 annually) than the CL gas system. The project budget was increased by \$296,357 in accordance with current construction market pricing.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025		\$0
2026		\$0
2027		\$0
2028	Conversion to sodium hypochlorite system for disinfection. Design, permitting and construction	\$2,212,500
2029		\$0

Project Photo(s) / Map of Location



CHLORINE BUILDING FLOOR PLAN

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Water Treatment Plant (WTP) Liquid Chlorine Conversion							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							W28XX
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$0	\$307,468	\$0	\$307,468
Construction	\$0	\$0	\$0	\$0	\$1,905,032	\$0	\$1,905,032
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$0	\$0	\$0	\$0	\$2,212,500	\$0	\$2,212,500
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$2,212,500	\$0	\$2,212,500
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$0	\$0	\$0	\$2,212,500	\$0	\$2,212,500
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance							\$0

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
STORMWATER
2025 - 2029**

NEW

Project No.	Project Description	Pg.	In Service Date	Balance Carryfwd	2025	2026	2027	2028	2029	Total
S1007	Private Stormwater Improvement Grants	116	On-going	\$ 410,987	\$ -	\$ -	\$ 85,141	\$ 87,695	\$ 90,326	\$ 263,162
S1009	Stormwater System Rehabilitation	118	On-going	1,401,154	146,853	151,259	155,797	160,471	165,285	779,665
S1201	SW Management System Redevelopment Grants	120	On-going	390,304	-	-	85,688	88,259	90,907	264,854
S1290	Stormwater Asset Maintenance Program	122	On-going	1,480,199	406,819	788,480	174,430	946,777	148,756	2,465,262
S1917	Old Jupiter Beach Road and Eganfuskee Street	124	2026	560,017	138,983	-	-	-	-	138,983
S2213	Dolphin Dr Drainage Improvements	126	2026	345,570	537,009	-	-	-	-	537,009
S2227	Curb Replacements	128	On-going	229,560	77,519	163,120	181,540	175,000	200,000	797,179
S26XX	Daniels Way Water Quality Improvements	130	2027	-	-	207,000	-	-	-	207,000
S27XX	Seminole Basin Pond Water Quality Improvements	132	2028	-	-	-	455,700	-	-	455,700
S28XX	Center Street/Jones & Sims Creek - Hydrodynamic Separators	134	2029	-	-	-	-	375,500	-	375,500
S28XX	Eastview Manor Drainage Improvements	136	2029	-	-	-	-	244,100	-	244,100
S29XX	Pine Gardens North Drainage Basin Interconnect	138	2030	-	-	-	-	-	2,223,700	2,223,700
E2301	N Pennock Ln Swale Impr	N/A	2025	47,000	-	-	-	-	-	-
R0018	Cinquez Park Open Space (Eng)	N/A	2025	35,069	-	-	-	-	-	-
S0912	Urban Stormwater Management System Rehab	N/A	On-going	45,797	-	-	-	-	-	-
S1401	TMDL/NNC Regulatory Response Modeling	N/A	On-going	49,639	-	-	-	-	-	-
S1606	Seminole Ave SW Basin Impr (Juno St Pump Station)	N/A	2024	682,016	-	-	-	-	-	-
S2005	Jupiter River Estates Canal Vegetation Trimming	N/A	2024	172,315	-	-	-	-	-	-
S2012	Pine Gardens North Infrastructure Improvements	N/A	2024	396,850	-	-	-	-	-	-
S2117	Fisherman's Landing Drainage Improvements	N/A	2025	378,143	-	-	-	-	-	-
S2218	North A1A Drainage Improvements	N/A	2024-2025	13,962	-	-	-	-	-	-
S2303	Pennock Industrial Park Drainage Improvements	N/A	2024	1,037,880	-	-	-	-	-	-
S2314	Bush Road Drainage Improvements	N/A	2024-2025	247,175	-	-	-	-	-	-
S2320	Cypress Drive Drainage Improvements	N/A	2024	154,973	-	-	-	-	-	-
S2418	Dover Ditch Wtr Quality	N/A	2025	170,228	-	-	-	-	-	-
TOTAL				\$ 8,248,837	\$ 1,307,183	\$ 1,309,859	\$ 1,138,296	\$ 2,077,802	\$ 2,918,974	\$ 8,752,114

Project Funding	Balance Carryfwd	2025	2026	2027	2028	2029	Total
Stormwater Revenues	\$ 836,360	\$ -	\$ -	\$ 170,829	\$ 175,954	\$ 181,233	\$ 528,016
Stormwater Renewal & Replacement	7,039,469	1,124,004	1,206,359	739,617	1,714,098	1,625,891	6,409,969
Water Renewal & Replacement	-	183,179	-	-	-	-	183,179
LRPI - Grant Revenues	175,255	-	103,500	227,850	187,750	-	519,100
ARPA - Grant Revenues	197,753	-	-	-	-	-	-
Grant Revenues (Type TBD)	-	-	-	-	-	1,111,850	1,111,850
TOTAL	\$ 8,248,837	\$ 1,307,183	\$ 1,309,859	\$ 1,138,296	\$ 2,077,802	\$ 2,918,974	\$ 8,752,114

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: Private Stormwater Improvement Grants	Department: Utilities	
Link to Strategic Plan/Strategic Result: Safety / Fiscal Responsibility	Project #: S1007	Projected In-Service Date: On-going

Project Description and Justification:

This project provides grant funding to private HOAs, POAs and commercial parcels to construct stormwater improvements that enhance stormwater runoff quality or minimize the risk of flooding. Eligible applicants may be reimbursed for up to 50% of the total cost to construct improvements that provide water quality or flood control enhancement. Grant applications are received by the Stormwater Utility year-round. All qualified applications are presented to the Town Council for consideration of award.

This project supports the Town's Strategic Plan Result of Fiscal Responsibility and Safety by providing a mechanism for the Stormwater Utility to assist and promote water quality goals of improved stormwater runoff quality to privately owned systems and minimizing nuisance flooding. Benefits of this program result in reduced flooding impacts within the Town limits and restoration and preservation of the Town's local water resources, including the Loxahatchee River and the surficial aquifer water supply. The program also offers enhanced value to the service the Stormwater Utility provides to privately-owned stormwater systems and is integral to the Regional Loxahatchee River Pollutant Reduction Plan.

A total of \$1,173,443 has been awarded by the Town since fiscal year 2000, under this Program. Grant recipients in FY2022 and FY2023 included Jupiter Bay, Jupiter Country Club, Ocean at the Bluffs, Xanadu, and Villas of Ocean Dunes. Recipients for 2024 thus far include Jupiter Country Club and Egret Landing.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	Complete stormwater improvements in Jupiter Country Club and Egret Landing under awarded grant agreements. Review grant application submissions and award grant funding for qualified projects. Use of prior year carryforward balance.	\$0
2026	Review grant application submissions and award grant funding for qualified projects. Use of prior year carryforward balance.	\$0
2027	Review grant application submissions and award grant funding for qualified projects.	\$85,141
2028	Review grant application submissions and award grant funding for qualified projects.	\$87,695
2029	Review grant application submissions and award grant funding for qualified projects.	\$90,326

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Private Stormwater Improvement Grants							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							S1007
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$173,395	\$0	\$0	\$8,000	\$8,240	\$9,033	\$198,668
Construction	\$1,375,882	\$0	\$0	\$77,141	\$79,455	\$81,293	\$1,613,771
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$1,549,277	\$0	\$0	\$85,141	\$87,695	\$90,326	\$1,812,439
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$1,549,277	\$0	\$0	\$85,141	\$87,695	\$90,326	\$1,812,439
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$1,549,277	\$0	\$0	\$85,141	\$87,695	\$90,326	\$1,812,439
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$1,181,739	\$69,228	\$71,304	\$73,443	\$75,647	\$77,916	\$1,549,277
Amount Expended	\$980,192	\$1,476	\$45,117	\$51,286	\$60,220	\$0	\$1,138,290
Balance							\$410,987

Footnote: Expenditures anticipated to continue after 5-year planning window.

TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029

Project Name: Stormwater System Rehabilitation	Department: Utilities	
Link to Strategic Plan/Strategic Result: Safety / Fiscal Responsibility	Project #: S1009	Projected In-Service Date: On-going

Project Description and Justification:

Aging stormwater infrastructure often experiences pipe, joint, and structure failures which cause soil erosion. This project consists of repairing existing stormwater infrastructure failures in various areas throughout the Town. Where feasible, failures will be repaired by epoxy grout injection and sliplining to minimize restoration costs and disturbance to adjacent properties.

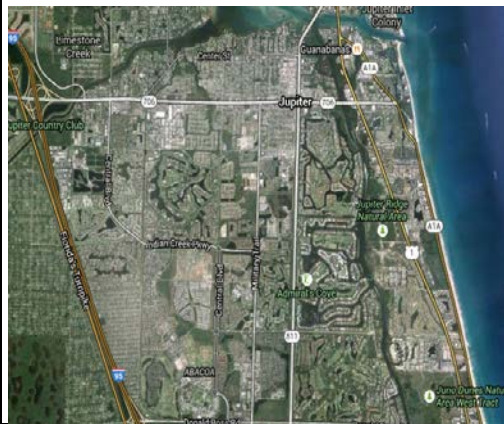
This project supports the Town's Strategic Plan of Fiscal Responsibility and Safety by maintaining and replacing stormwater system infrastructure in a safe, reliable, and responsible manner to achieve and maximize useful life. Failure to address soil erosion caused by drainage system failures result in disturbance to adjacent properties, sidewalk and roadways, which could become hazardous if left unaddressed. In addition, water quality of stormwater discharge is compromised when drainage system integrity is not maintained.

Recent repairs completed under this project include joint repairs on N. Orange Avenue, outfall repairs in Brentwood South, sliplining on Bush Road, outfall improvements on Eganfuskee Street consisting of the addition of a check valve to prevent tidal flooding of the roadway, swale improvement in areas of Fisherman's Landing and on West Beverly Road, and replacement of deteriorating end walls and pedestrian railing in The Heights of Jupiter. Outfall improvements in The Shores will be completed in FY2024.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	Outfall Improvements, drainage structure rehabilitation, and pipelining in Jupiter Village. Pedestrian railing replacements on drainage outfall endwalls in the Heights of Jupiter. Greentree Circle Structure Rehabilitation. Daniels Way canal bank stabilization.	\$146,853
2026	Drainage system rehabilitation in various locations as deemed necessary by pipe and structure inspections.	\$151,259
2027	Drainage system rehabilitation in various locations as deemed necessary by pipe and structure inspections.	\$155,797
2028	Drainage system rehabilitation in various locations as deemed necessary by pipe and structure inspections.	\$160,471
2029	Drainage system rehabilitation in various locations as deemed necessary by pipe and structure inspections.	\$165,285

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:						Department:	
Stormwater System Rehabilitation						Utilities	
Link to Strategic Plan/Strategic Result:						Project #:	
Safety / Fiscal Responsibility						S1009	
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$89,984	\$4,406	\$4,538	\$4,674	\$4,814	\$4,959	\$113,375
Construction	\$2,818,042	\$142,447	\$146,721	\$151,123	\$155,657	\$160,326	\$3,574,316
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$2,908,026	\$146,853	\$151,259	\$155,797	\$160,471	\$165,285	\$3,687,691
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Neighborhood equity	\$480,229	\$0	\$0	\$0	\$0	\$0	\$480,229
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$2,427,797	\$146,853	\$151,259	\$155,797	\$160,471	\$165,285	\$3,207,462
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$2,908,026	\$146,853	\$151,259	\$155,797	\$160,471	\$165,285	\$3,687,691
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$1,195,343	\$385,020	\$357,075	\$0	\$480,229	\$490,359	\$2,908,026
Amount Expended	\$734,860	\$251,424	\$42,958	\$32,754	\$415,035	\$29,841	\$1,506,872
Balance							\$1,401,154

Footnote: Expenditures anticipated to continue after 5-year planning window.

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: SW Management System Redevelopment Grants	Department: Utilities	
Link to Strategic Plan/Strategic Result: Strong Local Economy	Project #: S1201	Projected In-Service Date: On-going

Project Description and Justification:

This project provides for a reimbursable grant program to assist local businesses desiring to redevelop their properties, with funding for stormwater improvements that enhance runoff water quality or minimize the risk of flooding. Eligible applicants may be reimbursed up to 50% of the total cost to construct improvements that provide water quality or flood control enhancement. Grant applications are received by the Stormwater Utility year-round. All qualified applications are presented to the Town Council for consideration of award.

This project supports the Town's Strategic Plan Result of Strong Local Economy by providing an incentive program for local property owners interested in redevelopment to improve their drainage systems, helping the Town to achieve regulatory goals for water quality in receiving water bodies and reduce nuisance flooding. This project is integral to the Regional Loxahatchee River Pollutant Reduction Plan.

No grant applications for this program have been received since 2019.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	Review grant application submissions and award grant funding for qualified projects. Use of prior year carryforward balance.	\$0
2026	Review grant application submissions and award grant funding for qualified projects. Use of prior year carryforward balance.	\$0
2027	Review grant application submissions and award grant funding for qualified projects.	\$85,688
2028	Review grant application submissions and award grant funding for qualified projects.	\$88,259
2029	Review grant application submissions and award grant funding for qualified projects.	\$90,907

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:						Department:	
SW Management System Redevelopment Grants						Utilities	
Link to Strategic Plan/Strategic Result:						Project #:	
Strong Local Economy						S1201	
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$55,000	\$0	\$0	\$5,000	\$5,150	\$5,454	\$70,604
Construction	\$673,353	\$0	\$0	\$80,688	\$83,109	\$85,453	\$922,603
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$728,353	\$0	\$0	\$85,688	\$88,259	\$90,907	\$993,207
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$728,353	\$0	\$0	\$85,688	\$88,259	\$90,907	\$993,207
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$728,353	\$0	\$0	\$85,688	\$88,259	\$90,907	\$993,207
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$358,453	\$69,672	\$71,763	\$73,915	\$76,133	\$78,417	\$728,353
Amount Expended	\$325,321	\$7,500	\$5,228	\$0	\$0	\$0	\$338,049
Balance							\$390,304

Footnote: Expenditures anticipated to continue after 5-year planning window.

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: Stormwater Asset Maintenance Program	Department: Utilities	
Link to Strategic Plan/Strategic Result: Safety / Fiscal Responsibility	Project #: S1290	Projected In-Service Date: On-going

Project Description and Justification:

The Stormwater System contains valuable assets that must be maintained in a reliable, responsive and cost effective manner to maximize useful life. This project provides for maintenance activities related to stormwater system assets including maintenance dredging of detention areas and canals, repairs, cleaning and painting of stormwater facilities, maintenance of pump stations including electrical and control systems, and maintenance of SCADA/GIS systems associated with stormwater facilities.

This project supports the Town's Strategic Plan Results of Fiscal Responsibility and Safety by providing for well maintained stormwater utility assets to achieve and maximize useful life. Asset maintenance of stormwater facilities is necessary for the well being and safety of the Town's residents.

Projects planned for FY25-FY29 include outfall maintenance in Olympus, The Bluffs and Egrets Landing, Phase II of bank stabilization improvements at High School Ditch, restoration of drainage flow through Alma's Place, painting maintenance of stormwater facilities, and control system upgrades at stormwater facilities.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	Outfall maintenance in Olympus and Egret Landing, Jupiter Village Control Structure, SCADA upgrades to stormwater facilities, maintenance painting and repairs to stormwater facilities.	\$406,819
2026	Outfall maintenance in The Bluff's, restoration of drainage through Alma's Place, bank stabilization in High School Ditch, maintenance painting and repairs to stormwater facilities, GIS and SCADA upgrades to stormwater facilities	\$788,480
2027	North Jupiter drainage repairs, outfall maintenance, maintenance painting and repairs to stormwater facilities, GIS and SCADA upgrades to stormwater facilities	\$174,430
2028	Outfall maintenance, maintenance painting and repairs to stormwater facilities, GIS and SCADA upgrades to stormwater facilities	\$946,777
2029	Outfall maintenance, maintenance painting and repairs to stormwater facilities, GIS and SCADA upgrades to stormwater facilities	\$148,756

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Stormwater Asset Maintenance Program							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							S1290
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$2,825,473	\$406,819	\$788,480	\$174,430	\$946,777	\$148,756	\$5,290,735
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$2,825,473	\$406,819	\$788,480	\$174,430	\$946,777	\$148,756	\$5,290,735
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Neighborhood Equity	\$68,983	\$0	\$0	\$0	\$0	\$0	\$68,983
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$2,756,490	\$406,819	\$788,480	\$174,430	\$946,777	\$148,756	\$5,221,752
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$2,825,473	\$406,819	\$788,480	\$174,430	\$946,777	\$148,756	\$5,290,735
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$940,472	\$418,958	\$782,276	\$156,597	\$388,109	\$139,061	\$2,825,473
Amount Expended	\$482,069	\$164,616	\$307,320	\$259,327	\$121,684	\$8,859	\$1,343,875
Balance							\$1,481,598

Footnote: Expenditures anticipated to continue after 5-year planning window.

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: Old Jupiter Beach Road and Eganfuskee Street	Department: Utilities
Link to Strategic Plan/Strategic Result: Safety / Fiscal Responsibility	Project #: S1917 Projected In-Service Date: 2026

Project Description and Justification:

Localized flooding on a portion of Old Jupiter Beach Road (OJBR) is routinely problematic as the existing stormwater trunk line and single outfall serving the area is not sufficient to properly manage runoff volumes at levels of service established by the Town. Under this project, an additional outfall and drainage infrastructure will be constructed concurrent with redevelopment on OJBR, with a portion of the flow currently conveyed through the main trunk line diverted to the new outfall. Tidal backflow prevention at the outfall and water quality treatment will also be provided.

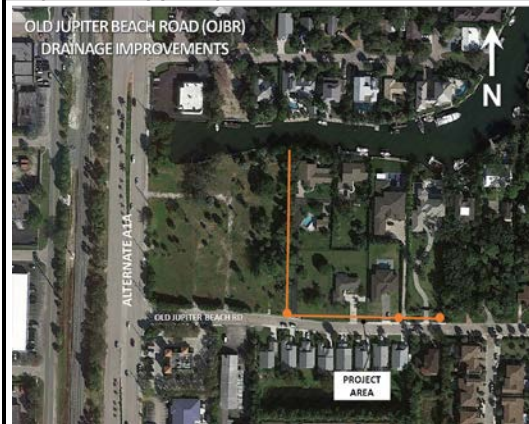
This project supports the Town's Strategic Plan of Fiscal Responsibility and Safety by constructing stormwater system infrastructure that meets levels of service, alleviates nuisance flooding, and provides for the safety and well being of residents, while also meeting all regulatory requirements. This project is integral to the Loxahatchee River Pollution Prevention Plan.

This project was recommended in the 2022 Stormwater Master Plan Update. Nuisance flooding on Eganfuskee Street was addressed in 2022, with installation of a new outfall structure, tidal check valve and re-grading of the existing detention area. Replacement of the headwall on the existing outfall at the east end of OJBR was completed in 2019. Drainage improvements under this project are pending redevelopment of the vacant parcel on Alternate A1A, which will provide the necessary drainage easement and additional outfall. The project budget reflects a \$138,983 increase in FY2025 due to market increases in construction costs. This project may be eligible for Resilient Florida grant funding after completion of the Vulnerability Assessment in 2025.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	Design, permitting and construction of drainage improvements to address flooding on Old Jupiter Beach Road. Timing is dependent upon redevelopment of vacant parcel on Alternate A1A.	\$138,983
2026		\$0
2027		\$0
2028		\$0
2029		\$0

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Old Jupiter Beach Road and Eganfuskee Street							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							S1917
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$60,000	\$15,000	\$0	\$0	\$0	\$0	\$75,000
Construction	\$567,463	\$123,983	\$0	\$0	\$0	\$0	\$691,446
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$627,463	\$138,983	\$0	\$0	\$0	\$0	\$766,446
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$627,463	\$138,983	\$0	\$0	\$0	\$0	\$766,446
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$627,463	\$138,983	\$0	\$0	\$0	\$0	\$766,446
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$303,850	\$0	\$0	\$0	\$323,613	\$0	\$627,463
Amount Expended	\$0	\$0	\$0	\$0	\$67,446	\$0	\$67,446
Balance							\$560,017

TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029

Project Name:	Department:	
Dolphin Drive Drainage and Watermain Improvements	Utilities	
Link to Strategic Plan/Strategic Result:	Project #:	Projected In-Service Date:
Fiscal Responsibility and Safety	W/S2213	2026

Project Description and Justification:

Rainfall driven nuisance flooding occurs routinely on the southern portion of Dolphin Drive. This project proposes installation of drainage infrastructure at the south end of Dolphin Drive, where topography is lowest, with connection to the County's existing drainage on Center Street. In addition, swales will be regraded to promote enhanced water quality for flow to the new catchbasins, which will discharge to the Loxahatchee River through an existing outfall located on Center Street. In addition, existing 4" and 6" asbestos cement (AC) watermain that have exceeded their useful life will be replaced with C900 PVC pipe. New valves, hydrants, and water services will be installed.

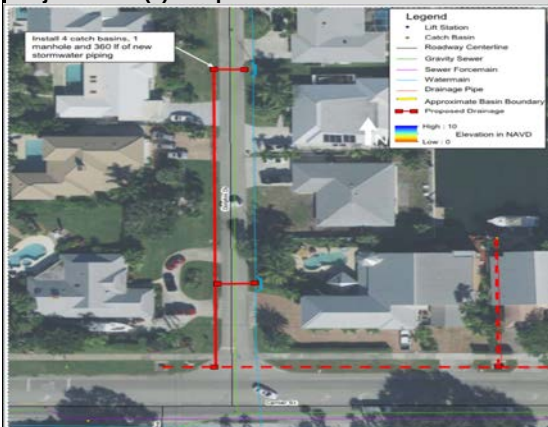
This project supports the Town's Strategic Plan of Fiscal Responsibility and Safety by providing effective stormwater system infrastructure to accomplish established levels of service for nuisance flooding and provide for enhancement of stormwater runoff water quality to protect the Loxahatchee River, and managing renewal and replacement of water system assets to provide well maintained infrastructure at established levels of service for safe and reliable drinking water, meeting all regulatory requirements.

Alleviate nuisance flooding, improve levels of service, enhance stormwater runoff quality prior to discharge to the Loxahatchee River. This project is intended to reduce nutrient impairments within the Loxahatchee River and is integral to the Regional Loxahatchee River Pollutant Reduction Plan. Improve level of service, increase reliability, reduce flushing requirements, and enhance water distribution quality. This project may be eligible for grant funding through the Loxahatchee River Preservation Initiative (LRPI), and may also be eligible for funding under the Resilient Florida Grant program once the Vulnerability Assessment is complete in 2025. Competitive bids previously solicited in November 2023 were over budget, and project placed on hold to re-design certain elements that provide for construction cost savings. FY2025 budget increase reflects additional costs based on prior bid pricing obtained in November 2023 and updated based on current market construction pricing.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	Complete re-design of project for value engineering cost savings, pursue grant funding, competitively solicit bids and award construction contract. Start construction of infrastructure improvements for Dolphin Drive	\$537,009
2026		
2027		
2028		
2029		

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:	
Dolphin Drive Drainage and Watermain Improvements							Utilities	
Link to Strategic Plan/Strategic Result:							Project #:	
Fiscal Responsibility and Safety							W/S2213	
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total	
Administration	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$79,381	\$82,391	\$0	\$0	\$0	\$0	\$0	\$161,772
Construction	\$692,182	\$454,618	\$0	\$0	\$0	\$0	\$0	\$1,146,800
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$771,563	\$537,009	\$0	\$0	\$0	\$0	\$0	\$1,308,572
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total	
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues-CDBG	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$401,020	\$353,830	\$0	\$0	\$0	\$0	\$0	\$754,850
Water R & R funds	\$370,543	\$183,179	\$0	\$0	\$0	\$0	\$0	\$553,722
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$771,563	\$537,009	\$0	\$0	\$0	\$0	\$0	\$1,308,572
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total	
Amount Budgeted	\$0	\$0	\$0	\$264,495	\$507,068	\$0	\$771,563	
Amount Expended	\$0	\$0	\$0	\$46,602	\$51,586	\$8,674	\$106,862	
Balance							\$664,701	

Footnote: Expenditures anticipated to continue after 5-year planning window.

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: Curb Replacements	Department: Utilities
Link to Strategic Plan/Strategic Result: Safety / Fiscal Responsibility	Project #: S2227
	Projected In-Service Date: On-going

Project Description and Justification:

This project consists of select curb replacements on Town-owned roads to repair damaged curbs that are no longer properly conveying stormwater runoff to drainage inlets and may result in unsafe conditions for the public. Concrete curbs are often cracked and lifted by tree roots which impede proper drainage and result in unsafe conditions.

This project supports the Town's Strategic Plan of Fiscal Responsibility and Safety by providing for well maintained neighborhood drainage infrastructure to minimize flooding and ensure safety for neighborhoods and roadways.

Timing of curb replacements will be coordinated with the Engineering Department's roadway and re-paving program, to the greatest extent practical. Joint execution of both the re-paving and curb replacement programs reduces impacts to neighborhoods, economizes both projects through use of a single, construction contract, and efficiently accomplishes the proactive renewal of roadway and drainage assets. Curb replacements will occur in sections, as needed to address damaged sections only. Curb footages provided below are not continuous. Budgets have been revised to reflect additional curb replacement needs and updated based on current market construction pricing.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025	Curb replacements in Egret Landing (4,105 ft)	\$77,519
2026	Curb replacements in New Haven (1,384 ft)	\$163,120
2027	Curb replacements in The Island (1,438 ft)	\$181,540
2028	Curb replacements in an area to be determined (1,560 ft)	\$175,000
2029	Curb replacements in an area to be determined (1,765 ft)	\$200,000

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:						Department:	
Curb Replacements						Utilities	
Link to Strategic Plan/Strategic Result:						Project #:	
Safety / Fiscal Responsibility						S2227	
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$40,000	\$0	\$25,000	\$25,000	\$25,000	\$25,000	\$140,000
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$280,191	\$77,519	\$138,120	\$156,540	\$150,000	\$175,000	\$977,370
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$320,191	\$77,519	\$163,120	\$181,540	\$175,000	\$200,000	\$1,117,370
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$320,191	\$77,519	\$163,120	\$181,540	\$175,000	\$200,000	\$1,117,370
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$320,191	\$77,519	\$163,120	\$181,540	\$175,000	\$200,000	\$1,117,370
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$93,209	\$123,942	\$103,040	\$320,191
Amount Expended	\$0	\$0	\$0	\$19,609	\$71,022	\$0	\$90,631
Balance							\$229,560

Footnote: Expenditures anticipated to continue after 5-year planning window.

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name:	Daniels Way Water Quality Improvements		Department:	Utilities	
Link to Strategic Plan/Strategic Result:	Safety / Fiscal Responsibility		Project #:	S26XX	Projected In-Service Date: 2027

Project Description and Justification:

Jupiter High School, Town Hall, and the surrounding areas including Military Trail lie within the upper reaches of the Jones Creek Watershed. Water quality monitoring conducted over the years has shown consistently high fecal indicator bacteria (FIB) levels in Jones Creek, which discharges to the Southwest Fork of the Loxahatchee River and is currently on the FDEP study list and included in the Loxahatchee River Pollutant Reduction Plan. This project includes construction of a hydrodynamic separator at the south end of Daniels Way to enhance runoff water quality before discharging to Jones Creek.

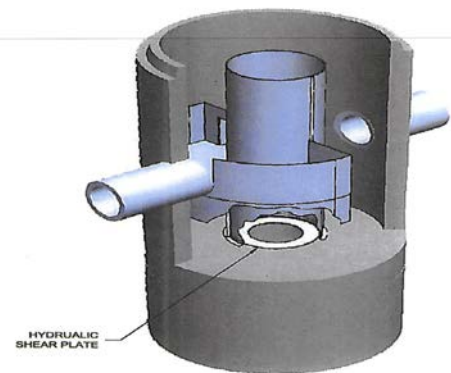
This project supports the Town's Strategic Plan of Fiscal Responsibility by providing effective stormwater system infrastructure to enhance stormwater runoff water quality prior to discharge, thereby protecting the receiving water body and meeting regulatory requirements. This project is intended to address impairments within Jones Creek and the Loxahatchee River, and is integral to the Regional Loxahatchee River Pollutant Reduction Plan.

A grant application to Loxahatchee River Preservation Initiative (LRPI) was submitted in FY2024 and the project was ranked No. 1 by the LRPI; however, funding was not appropriated to the project by the State legislature. As such, the project has been postponed to FY2026 to allow for re-submission of the grant application with the goal of securing grant funding to assist with construction costs. The project budget has been increased by \$17,914 consistent with current market construction pricing.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025		\$0
2026	Design, permit and construct drainage improvements on Daniels Way	\$207,000
2027		
2028		
2029		

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Daniels Way Water Quality Improvements							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							S26XX
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$39,330	\$0	\$0	\$0	\$39,330
Construction	\$0	\$0	\$167,670	\$0	\$0	\$0	\$167,670
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$0	\$0	\$207,000	\$0	\$0	\$0	\$207,000
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues-LRPI	\$0	\$0	\$103,500	\$0	\$0	\$0	\$103,500
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$103,500	\$0	\$0	\$0	\$103,500
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$0	\$207,000	\$0	\$0	\$0	\$207,000
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance							\$0

TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029

Project Name: Seminole Basin Pond Water Quality Improvements	Department: Utilities	
Link to Strategic Plan/Strategic Result: Safety / Fiscal Responsibility	Project #: S27XX	Projected In-Service Date: 2028

Project Description and Justification:

The Seminole Basin receives stormwater treatment from an existing wet detention pond located between the Seminole Avenue Stormwater (SW) Pump Station and the Loxahatchee River to which it discharges. Enhancement of water quality discharges from this wet detention area is proposed to protect the River. Improvements will be targeted to reduce levels of total nitrogen (TN) and total phosphorus (TP) discharged from the detention area through the use of engineered filter media and an underdrain system.

This project supports the Town's Strategic Plan of Fiscal Responsibility by providing effective stormwater system infrastructure to enhance stormwater quality prior to discharge, thereby protecting the Loxahatchee River and meeting all regulatory requirements. This project is intended to reduce nutrient impairments within the Loxahatchee River and is integral to the Regional Loxahatchee River Pollutant Reduction Plan.

Grant funding from the Loxahatchee River Preservation Initiative (LRPI) will be pursued to assist with funding construction. The project budget has been increased by \$37,782 in accordance with current construction market pricing.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025		\$0
2026		\$0
2027	Design, permit and construct pond improvements	\$455,700
2028		\$0
2029		\$0

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Seminole Basin Pond Water Quality Improvements							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							S27XX
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$77,469	\$0	\$0	\$77,469
Construction	\$0	\$0	\$0	\$378,231	\$0	\$0	\$378,231
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$0	\$0	\$0	\$455,700	\$0	\$0	\$455,700
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues-LRPI	\$0	\$0	\$0	\$227,850	\$0	\$0	\$227,850
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$227,850	\$0	\$0	\$227,850
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$0	\$0	\$455,700	\$0	\$0	\$455,700
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance							\$0

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name: Center Street/Jones & Sims Creek - Hydrodynamic Separators	Department: Utilities	
Link to Strategic Plan/Strategic Result: Safety / Fiscal Responsibility	Project #: S28XX	Projected In-Service Date: 2029

Project Description and Justification:

Two stormwater outfall locations discharge to Sims Creek and one outfall location discharges to Jones Creek where the Center Street bridge crosses over Sims Creek and Jones Creek, prior to the Southwest Fork of the Loxahatchee River. This project proposes to provide additional water quality treatment by removing total suspended solids (TSS) and floatables from stormwater runoff using hydrodynamic separators at two of the three outfall locations.

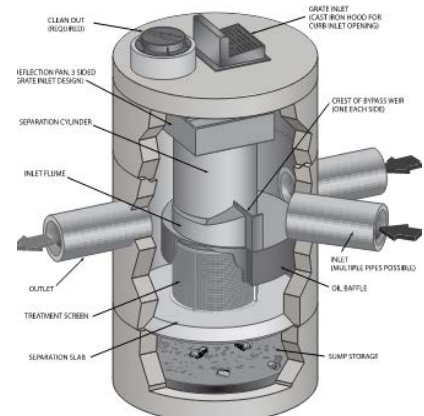
This project supports the Town's Strategic Plan of Fiscal Responsibility by providing effective stormwater system infrastructure to enhance stormwater runoff water quality thereby protecting Jones Creek, Sims Creek, and the Loxahatchee River, and meeting all regulatory requirements. Portions of the Loxahatchee River are classified as impaired by FDEP where water quality improvements have been prioritized within the Regional Loxahatchee River Pollutant Reduction Plan.

Grant funding from the Loxahatchee River Preservation Initiative (LRPI) will be pursued to assist with construction costs. The Town intends to seek concurrence from Palm Beach County to complete this project in coordination with their Center Street widening project. The project budget has been increased by \$31,136 in accordance with current construction market pricing.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025		\$0
2026		\$0
2027		\$0
2028	Design, permit and construct hydrodynamic separators	\$375,500
2029		\$0

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Center Street/Jones & Sims Creek - Hydrodynamic Separators							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							S28XX
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$0	\$63,835	\$0	\$63,835
Construction	\$0	\$0	\$0	\$0	\$311,665	\$0	\$311,665
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$0	\$0	\$0	\$0	\$375,500	\$0	\$375,500
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues-LRPI	\$0	\$0	\$0	\$0	\$187,750	\$0	\$187,750
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$187,750	\$0	\$187,750
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$0	\$0	\$0	\$375,500	\$0	\$375,500
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance							\$0

TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029

Project Name:	Department:	
Eastview Manor Drainage Improvements	Utilities	
Link to Strategic Plan/Strategic Result:	Project #:	Projected In-Service Date:
Safety / Fiscal Responsibility	S28XX	2029

Project Description and Justification:

Currently, it is believed that the primary cause of localized and periodic flooding within Eastview Manor results from an undersized pipe connecting the Eastview Manor drainage system to a Palm Beach County (PBC) owned structure on Center Street. Drainage from this area flows into a ditch on the north side of Center Street, which outfalls to the Loxahatchee River. This project proposes to seek concurrence from PBC to upsize the pipe from 15" to 36" diameter, or for the Town to bypass PBC's system and construct a new outfall scheduled in coordination with PBC's Center Street Widening Project. In addition, a check valve will be installed to prevent runoff from Indiantown Road (FDOT) from entering the Eastview Manor drainage system which further impacts flooding potential.

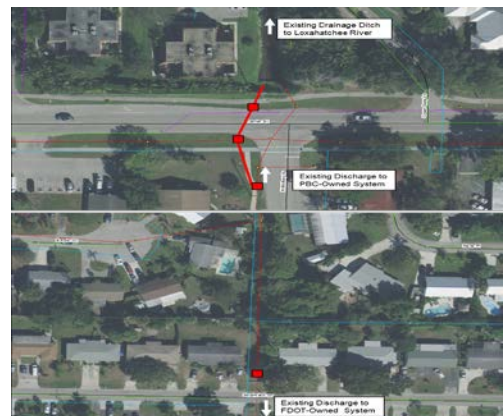
This project supports the Town's Strategic Plan of Fiscal Responsibility and Safety by providing effective stormwater system infrastructure to accomplish established levels of service for nuisance flooding and provide for enhancement of stormwater runoff water quality to protect the Loxahatchee River, while meeting all regulatory requirements. The proposed improvements, will minimize the risk of street flooding in excess of the Town's desired levels of service and protect the low lying neighborhood from impacts caused by Indiantown Road runoff. This project may be eligible for grant funding under the Resilient Florida Grant program once the Vulnerability Assessment is complete in 2025. This project may also be eligible for CDBG grant funding.

A temporary plug was installed in the connection of FDOT's Indiantown Road drainage system to the Eastview Manor system in 2021 to determine the benefit of installing a check valve. The plug proved to relieve the burden of flooding on the Eastview Manor drainage system. A permanent solution of installing an inline check valve is included in this project. If a new outfall is constructed, provisions for enhancement of water quality prior to discharge will be provided. The project budget has been increased by \$33,112 in accordance with current construction market pricing. Timing of this project is planned to coincide with PBC's Center Street widening project, in 2028.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025		\$0
2026		\$0
2027		\$0
2028	Construct drainage improvements for Eastview Manor	\$244,100
2029		\$0

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Eastview Manor Drainage Improvements							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							S28XX
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$244,100	\$0	\$244,100
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$0	\$0	\$0	\$0	\$244,100	\$0	\$244,100
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$244,100	\$0	\$244,100
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$0	\$0	\$0	\$244,100	\$0	\$244,100
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance							\$0

**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
2025 - 2029**

Project Name:	Pine Gardens North Drainage Basin Interconnect		Department:	Utilities	
Link to Strategic Plan/Strategic Result:	Safety / Fiscal Responsibility		Project #:	S29XX	Projected In-Service Date: 2030

Project Description and Justification:

The community of Pine Gardens North (PGN) is situated within two drainage basins, Loxahatchee Canal and Rio Vista Canal, which experience nuisance flooding. Stormwater (SW) runoff from the neighborhood discharges northward, via gravity, to flow through the aforementioned canals and outfalls to the Loxahatchee River. Previous drainage improvement projects have been completed in PGN as well as adjacent Seminole Drainage Basin including construction of the Old Dixie SW Pump Station to restore flood protection level of service, improve water quality treatment of discharges and provide redundancy for conveyance and pumping of SW flows. This project proposes to interconnect the Loxahatchee Canal and Rio Vista Canal drainage basins with the Seminole Basin and Old Dixie SW Pump Stations to provide pumped discharge and enhanced treatment of stormwater runoff from PGN prior to discharge to the Loxahatchee River.

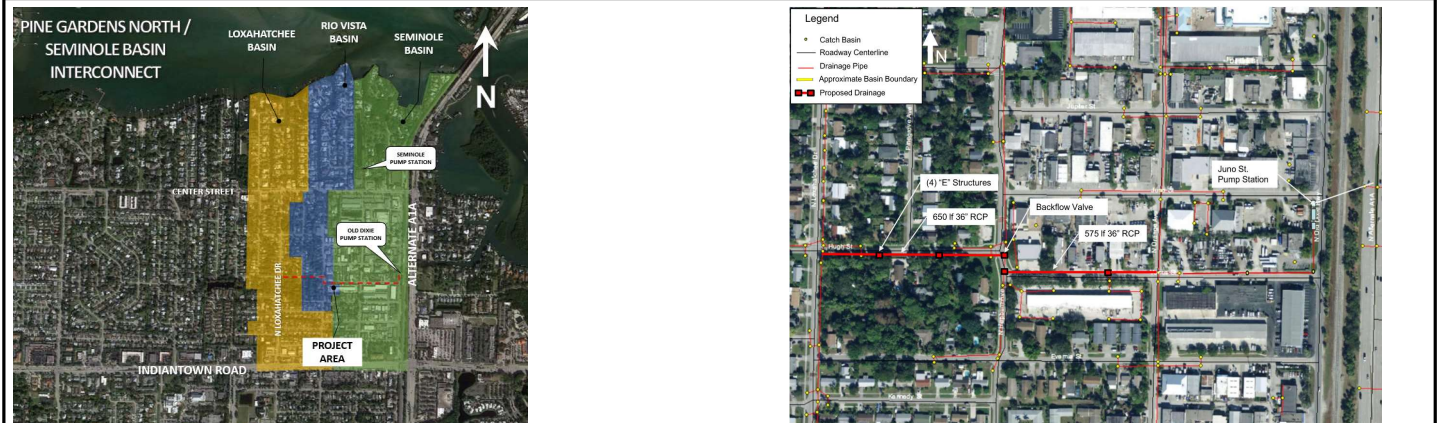
This project supports the Town's Strategic Plan of Fiscal Responsibility and Safety by addressing stormwater management in the drainage basins, enhancing water quality of stormwater runoff, and providing redundancy for conveyance and pumping of stormwater flows. This project is integral to the Loxahatchee River Pollution Reduction Plan and will serve to reduce nutrient impairments within the River.

This project was recommended in the 2022 SW Master Plan Update. The Town's SW system model will be updated under the FDEP grant-funded Vulnerability Assessment and be used to verify the hydraulic benefit of interconnecting the basins as proposed. This project may be eligible for Resilient Florida grant funding after completion of the Vulnerability Assessment in 2025.

Location(s) and Program Schedule

Fiscal Yr	Scope	Budget
2025		\$0
2026		\$0
2027		\$0
2028		\$0
2029	Construct proposed drainage improvements to interconnect drainage basins	\$2,223,700

Project Photo(s) / Map of Location



**TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2025 - 2029**

Project Name:							Department:
Pine Gardens North Drainage Basin Interconnect							Utilities
Link to Strategic Plan/Strategic Result:							Project #:
Safety / Fiscal Responsibility							S29XX
Project Budget:	Prior to 2025	2025	2026	2027	2028	2029	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$0	\$0	\$222,370	\$222,370
Construction	\$0	\$0	\$0	\$0	\$0	\$2,001,330	\$2,001,330
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$0	\$0	\$0	\$0	\$0	\$2,223,700	\$2,223,700
Funding Sources:	Prior to 2025	2025	2026	2027	2028	2029	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surtax proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escrow & deposits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$1,111,850	\$1,111,850
Stormwater revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater R&R funds	\$0	\$0	\$0	\$0	\$0	\$1,111,850	\$1,111,850
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Off-site fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$0	\$0	\$0	\$0	\$2,223,700	\$2,223,700
Previous Years:	Prior to FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Amount Budgeted	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Amount Expended	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance							\$0

TOWN OF JUPITER - COMMUNITY INVESTMENT PROGRAM
ANALYSIS OF AD VALOREM TAX REVENUES
CASH FLOWS
FISCAL YEARS 2025 - 2029

		2025	2026	2027	2028	2029	Total		
	Estimated Revenue - Ad Valorem	5,702,850	6,045,021	6,347,272	6,601,163	6,865,209	31,561,515		
	Road Impact Fees	-	-	800,000	-	-	800,000		
	Recreation Impact Fees	600,000	-	-	-	-	600,000		
	Escrow Funds	-	5,000	50,000	30,224	-	85,224		
	CDBG Grant Funds	273,367	270,000	270,000	270,000	270,000	1,353,367		
	FDOT Grant Funding	-	150,000	2,275,000	-	-	2,425,000		
	Surtax Proceeds	2,605,000	1,412,000	210,000	-	-	4,227,000		
	Loan Proceeds	-	-	-	-	-	-		
	Water R&R Funds	-	-	-	-	210,000	210,000		
	CRA Loan Repayment	455,816	-	-	-	-	455,816		
	Interest Income	897,173	800,000	500,000	450,000	400,000	3,047,173		
	Balance							Total	Projected
	Carryforward	10,534,206	8,682,021	10,452,272	7,351,387	7,745,209	44,765,095	Project	In Service
								Cost	Date
Pg.	PROJECTS :								
	Other General Government Projects								
50	Police Vehicle Replacement Program	415,992	907,358	878,025	895,586	913,497	4,526,235	10,528,132	On-Going
52	Police Radio System Replacement	1,562,738	685,184	685,184	685,184	685,184	3,425,920	5,700,000	2034
54	Beach Renourishment Funding	617,977	250,000	250,000	250,000	250,000	1,250,000	4,450,000	2030
N/A	Police Memorial	200,000	-	-	-	-	-	200,000	2025
N/A	Community Webcams	349,830	-	-	-	-	-	373,000	2025
N/A	Center St Beautification Improvements	50,000	-	-	-	-	-	50,000	2025
N/A	Customer Service Response System	5,694	-	-	-	-	-	35,000	2025
N/A	Town Hall Green	3,256,105	-	-	-	-	-	3,256,105	2025
	Neighborhood Projects								
46	Community Development Block Grant	91,673	54,673	54,000	270,000	270,000	702,673	2,937,805	On-Going
N/A	Neighborhood Improvements	5,000	-	-	-	-	-	5,000	Moved to Operating
	Engineering & PW								
4	Arterial Roadway Landscaping Phase II	635,155	20,000	-	-	-	20,000	705,000	2025
6	Street Resurfacing	1,655,134	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000	14,566,420	On-going
8	Traffic Mgmt & Safety Improvements	717,153	225,000	125,000	125,000	125,000	725,000	2,060,754	On-going
10	North Pennock Lane Sidewalk & Drainage Improvements	270,776	319,894	-	-	-	319,894	429,894	2025
12	Public Works Maintenance Facilities Renovations	404,746	2,075,000	-	-	-	2,075,000	2,953,058	2025
14	Southern Extension of Island Way	7,429,407	500,000	200,000	-	-	700,000	6,140,501	2026
16	Indiantown Road Western Corridor Improvements	150,000	-	300,000	4,550,000	-	4,850,000	5,000,000	2027
18	Sawfish Bay Park Seawall Repair	130,000	50,000	750,000	750,000	-	1,550,000	1,580,000	2027
20	Toney Penna Dr & Bush Rd Intersection Improvements	60,950	700,000	-	-	-	700,000	715,000	2025
22	WWII Barracks Building Renovations	38,665	190,000	300,000	-	-	490,000	500,000	2026
24	Renovations at Marlins Quad at Roger Dean Stadium	-	30,000	1,550,000	210,000	-	1,790,000	1,790,000	2027
N/A	Riverside Drive Pedestrian and Sidewalk Improvements	35,000	-	-	-	-	-	35,000	2025
N/A	Mast Arm Signal General	362,416	-	-	-	-	-	595,000	On-going
N/A	Jupiter Park Dr/Central Blvd Intersection Improvements	866,460	-	-	-	-	-	950,000	2025
N/A	WWII Barracks Bldg-Jupiter Lighthouse Museum Temp Relocation	135,068	-	-	-	-	-	706,000	2025
N/A	Collector Road Lighting	295,931	-	-	-	-	-	1,607,977	2025
N/A	Neighborhood Sidewalks	135,504	-	-	-	-	-	198,752	Moved to Operating
	Planning & Zoning								
60	Enhance Gateways to the Town and Inlet Village	88,235	-	-	65,000	500,000	565,000	1,252,000	2026
62	Sawfish Bay Park & Train Depot, Acher House	904,705	255,000	185,000	-	-	440,000	1,326,072	2027
64	Sims Creek Preserve - Public Access Improvements	319,353	25,000	-	50,000	-	75,000	3,385,000	2025
N/A	Open Space program	356,920	-	-	-	-	-	18,127,099	2025
N/A	Cinquez Park	564,596	-	-	-	-	-	3,790,092	2025
	Parks								
30	Jupiter Community Park Renovations	3,630,202	-	1,500,000	585,000	-	2,085,000	9,860,000	2027
32	Playground Replacement	1,758,907	1,495,516	1,400,000	275,000	1,320,000	4,990,516	5,490,516	On-Going
34	Parks restoration program	389,322	482,500	300,000	300,000	300,000	1,682,500	4,976,600	On-Going
36	Civic Center Renovations	-	75,000	500,000	-	-	575,000	575,000	2026
38	Community Center Renovation & Rehabilitation	569,084	70,000	480,000	1,030,000	1,925,000	3,505,000	5,100,000	2028
40	Abacoa Community Park Renovations	-	575,000	330,000	390,000	-	1,295,000	1,295,000	2027
42	Athletic Field Repairs and Restoration	-	75,000	1,275,000	500,000	500,000	3,200,000	3,200,000	On-Going
N/A	Indian Creek Park Restroom Building	437,790	-	-	-	-	-	75,000	2024
N/A	Rehabilitation of Beach Dune Crossovers	115,908	-	-	-	-	-	2,081,900	2029
N/A	Playground Equipment CDBG-CV LMI	167,228	-	-	-	-	-	335,435	2023
N/A	Dedicated Outdoor Pickleball Courts	-	-	-	-	-	-	225,000	2024
	Subtotal	29,179,625	10,060,125	12,062,209	11,930,770	7,788,681	4,695,953	46,537,738	129,163,112
	UNCOMMITTED FUND BALANCE:								
	BEGINNING FUND BALANCE	5,981,150	6,455,231	3,075,043	1,596,545	1,159,251	5,981,150		
	INCREASE/(DECREASE)	474,081	(3,380,188)	(1,478,498)	(437,294)	3,049,256	(1,772,643)		
	ENDING BALANCE	6,455,231	3,075,043	1,596,545	1,159,251	4,208,507	4,208,507		

**TOWN OF JUPITER - COMMUNITY INVESTMENT PROGRAM
ANALYSIS OF ROAD IMPACT FEE FUNDS
CASH FLOWS
FISCAL YEARS 2025 - 2029**

	2025	2026	2027	2028	2029	Total		
Estimated Beginning Balance	\$ 615,790	\$ 700,790	\$ 775,790	\$ 30,790	\$ 65,790	\$ 2,188,950		
Estimated Collections & Interest Inc	85,000	75,000	55,000	35,000	15,000	265,000		
Subtotal	700,790	775,790	830,790	65,790	80,790	2,453,950		
PROJECTS :							Total Project Cost	Projected In Service Date
Indiantown Road Western Corridor Imp	-	-	800,000	-	-	-	\$ 5,000,000	2028
Subtotal	-	-	800,000	-	-	-	\$ 5,000,000	
Estimated Ending Balance	\$ 700,790	\$ 775,790	\$ 30,790	\$ 65,790	\$ 80,790	\$ 2,453,950		

**TOWN OF JUPITER - COMMUNITY INVESTMENT PROGRAM
ANALYSIS OF RECREATION IMPACT FEE FUNDS
CASH FLOWS
FISCAL YEARS 2025 - 2029**

	2025	2026	2027	2028	2029	Total		
Estimated Beginning Balance	\$ 688,109	\$ 163,109	\$ 228,109	\$ 283,109	\$ 328,109	\$ 1,690,545		
Estimated Collections & Interest Inc	75,000	65,000	55,000	45,000	35,000	275,000		
Subtotal	763,109	228,109	283,109	328,109	363,109	1,965,545		
PROJECTS :							Total Project Cost	Projected In Service Date
Playground Replacement	600,000	-	-	-	-	600,000	\$ -	Completed
Subtotal	600,000	-	-	-	-	600,000	\$ -	
Estimated Ending Balance	\$ 163,109	\$ 228,109	\$ 283,109	\$ 328,109	\$ 363,109	\$ 1,365,545		

TOWN OF JUPITER CASH FLOW SUMMARY - SURTAX FUNDS FISCAL YEARS 2017 - 2026											
	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Actual 2021	Actual 2022	Actual 2023	Amended 2024	Proposed 2025	Proposed 2026	Total
Revenues											
Infrastructure Surtax	2,307,696	4,332,293	4,496,398	4,299,631	4,887,964	5,952,710	5,979,374	4,052,943	3,690,991	-	40,000,000
Total Proceeds	2,307,696	4,332,293	4,496,398	4,299,631	4,887,964	5,952,710	5,979,374	4,052,943	3,690,991	-	40,000,000
Project Expenditures											
PD/Data Center Construction	-	-	9,467,420	3,040,807	-	-	-	-	-	-	12,508,227
Jupiter Community Park Renovations	-	-	-	-	350,000	5,093,500	2,331,500	-	-	-	7,775,000
Island Way South	-	-	-	-	-	-	-	2,000,000	500,000	200,000	2,700,000
New Town Hall Project	-	-	-	-	-	3,000,000	-	-	-	-	3,000,000
New Town Hall Project (Bridge Loan from GF)	-	-	-	-	-	-	-	2,000,000	4,000,000	-	6,000,000
Quad Field House/Lighting	-	-	-	-	-	-	-	-	30,000	1,422,000	1,452,000
Public Works Maintenance Facility	-	-	-	-	-	-	-	-	2,075,000	-	2,075,000
Fire Stations	-	-	-	-	-	-	-	4,489,773	-	-	4,489,773
Total Expenditures	-	-	9,467,420	3,040,807	350,000	8,093,500	2,331,500	8,489,773	6,605,000	1,622,000	40,000,000
Revenues Over (Under) Expenditures	2,307,696	4,332,293	(4,971,022)	1,258,824	4,537,964	(2,140,790)	3,647,874	(4,436,830)	(2,914,009)	(1,622,000)	-
Fund Balance at Beg of Year	-	2,307,696	6,639,989	1,668,967	2,927,791	7,465,755	5,324,965	8,972,839	4,536,009	1,622,000	
Fund Balance (deficit)	2,307,696	6,639,989	1,668,967	2,927,791	7,465,755	5,324,965	8,972,839	4,536,009	1,622,000	-	-

**TOWN OF JUPITER - COMMUNITY INVESTMENT PROGRAM
ANALYSIS OF WATER REVENUES
CASH FLOWS
FISCAL YEARS 2025 - 2029**

	2025	2026	2027	2028	2029	Total
Operating Fund Balance	\$ 14,271,109	\$ 12,474,625	\$ 11,300,392	\$ 9,978,422	\$ 8,586,333	\$ 14,271,109
Net Operating Cash	8,330,612	8,311,181	8,596,549	9,419,159	10,298,765	44,956,267
Less: Annual transfer to R&R Fund ⁽¹⁾	(10,136,375)	(9,362,148)	(9,603,627)	(10,396,323)	(10,694,808)	(50,193,282)
Less: Transfers from/(to) Connection Fee Fund ⁽⁴⁾	(1,037,500)	(1,359,031)	(1,395,092)	(1,418,551)	(1,100,146)	(6,310,321)
Less: Annual Debt Service Payments	(187,771)	(149,056)	(111,286)	(73,132)	(79,720)	(600,964)
Less: Capital Equipment Expenditures	(559,000)	(169,675)	(173,917)	(178,265)	(182,721)	(1,263,578)
Add: Loan Principal Payment from Stormwater Fund	361,359	369,670	378,172	386,870	395,768	1,891,839
Add: Water System Interest Income	1,432,192	1,184,827	987,231	868,152	763,063	5,235,465
Total Operating Fund Balance	12,474,625	11,300,392	9,978,422	8,586,333	7,986,534	7,986,534
Renewal & Replacement Fund Balance	70,444,163	58,567,428	43,929,577	38,533,204	33,929,527	70,444,163
Add: Annual transfer from Operating Fund & Others ⁽¹⁾	11,123,265	9,362,148	9,603,627	10,396,323	10,694,808	51,180,172
Less: New Capital Project Expenditures	(12,098,786)	(8,653,980)	(9,323,856)	(6,791,540)	(5,936,053)	(42,804,215)
Less: Capital Project Estimated Outflows	(10,901,214)	(15,346,020)	(5,676,144)	(8,208,460)	(9,063,947)	(49,195,785)
Total R&R Fund Balance ^{(2) (3)}	58,567,428	43,929,577	38,533,204	33,929,527	29,624,334	29,624,334
Connection Fees Fund Balance	-	-	-	-	-	-
Add: Annual Contributions to Connect Fee Fund	676,000	293,619	272,121	257,724	242,692	1,742,155
Less: New Capital Project Expenditures	(56,000)	(35,650)	(33,713)	(31,775)	(29,838)	(186,976)
Less: Annual Debt Service Payments	(1,657,500)	(1,617,000)	(1,633,500)	(1,644,500)	(1,313,000)	(7,865,500)
Add: Transfers from/(to) Operating Fund ⁽⁴⁾	1,037,500	1,359,031	1,395,092	1,418,551	1,100,146	6,310,321
Total Connection Fee Fund Balance	-	-	-	-	-	-
Total Funds Available At Year End	\$ 71,042,053	\$ 55,229,969	\$ 48,511,626	\$ 42,515,859	\$ 37,610,869	\$ 37,610,869

Notes:

- (1) Per the 2022 Master Plan Update, and subsequent updates, the minimum annual R&R funding deposit goal should be equal to the annual "depreciation equivalent" of system assets at the 2012 baseline of \$5.2m with deposits indexed at 3.0% annually based on the ENR 20-City Construction Cost Index. To provide for the capital reinvestment funding, rates should be reviewed annually utilizing the greater of the index or 3.0%. R&R funding deposit goals:

2025	2026	2027	2028	2029
10,136,375	9,362,148	9,603,627	10,396,323	10,694,808

- (2) Per Resolution 48-10, the minimum R&R fund balance goal is \$5,000,000.

- (3) Per bond covenants, minimum R&R balance is \$500,000.

- (4) As provided in the 2022 Master Plan Update, cumulative balance due to Operating Fund from Connection Fee Fund at fiscal year end:

2025	2026	2027	2028	2029
9,360,181	10,719,212	12,114,305	13,532,856	14,633,002

- (5) The 2017 Master Plan Update assumptions provided for a loan from the Water System Fund to the Stormwater Fund.

Balance of loan due to Water System Fund from Stormwater Fund at fiscal year end (15yr @ 2.30%, funded 10/1/2019):

2025	2026	2027	2028	2029
3,650,120	3,280,450	2,902,278	2,515,408	2,119,640

**TOWN OF JUPITER - COMMUNITY INVESTMENT PROGRAM
ANALYSIS OF STORMWATER REVENUES
CASH FLOWS
FISCAL YEARS 2025 - 2029**

	2025	2026	2027	2028	2029	Total
Operating Fund Balance	\$ 2,996,857	\$ 2,784,904	\$ 2,734,000	\$ 2,516,911	\$ 2,299,066	\$ 2,996,857
Net Operating Cash	1,095,720	1,467,391	1,501,182	1,535,489	1,569,364	7,169,147
Less: Loan Payment to Water System Fund (4)	(453,623)	(453,623)	(453,623)	(453,623)	(453,623)	(2,268,113)
Less: New Capital Project Expenditures	-	-	(170,829)	(175,954)	(181,233)	(528,016)
Less: Capital Equipment Expenditures	(170,000)	(99,250)	(101,731)	(104,275)	(106,881)	(582,137)
Less: Annual transfer to R&R Fund (1)	(738,551)	(990,708)	(1,013,529)	(1,037,035)	(1,061,246)	(4,841,069)
Add: Stormwater Utility Interest Income	54,500	25,285	21,441	17,551	14,839	133,617
Total Operating Fund Balance	2,784,904	2,734,000	2,516,911	2,299,066	2,080,286	2,080,286
Renewal & Replacement Fund Balance	9,765,979	7,952,988	6,495,654	5,185,491	3,858,734	9,765,979
Add: Annual transfer from Operating Fund (1)	738,551	990,708	1,013,529	1,037,035	1,061,246	4,841,069
Add: Intergovernmental (Grants and Transfers)	-	103,500	227,850	187,750	1,111,850	1,630,950
Add: Infrastructure Equity Program Receipts	-	-	-	-	-	-
Less: New Capital Project Expenditures	(1,146,954)	(1,309,859)	(967,467)	(1,901,848)	(2,737,741)	(8,063,869)
Less: Capital Project Estimated Outflows	(1,404,588)	(1,241,683)	(1,584,075)	(649,694)	186,199	(4,693,841)
Total R&R Fund Balance (2)	7,952,988	6,495,654	5,185,491	3,858,734	3,480,288	3,480,288
Availability Fees/Inlet Village Fund Balance	-	-	-	-	-	-
Add: Annual Contributions to Inlet Village Fund	-	-	-	-	-	-
Net Transfers to/from Operating Fund (5)	-	-	-	-	-	-
Total Availability Fees/Inlet Village Fund Balance	-	-	-	-	-	-
Total Fund Balance at Year End (3)	\$ 10,737,892	\$ 9,229,654	\$ 7,702,403	\$ 6,157,800	\$ 5,560,575	\$ 5,560,575

Notes:

- (1) Per the 2022 Master Plan Update, and subsequent updates, the annual R&R reserve base annual deposit goal is \$676,000 in FY2022 with deposits indexed at 3.0% annually based on the average of the ENR 20-City Construction Cost Index, and with an increase in the base annual deposit beginning in FY2026. To provide for the capital reinvestment funding, the Town should increase rates by 7% in FY2023 through FY2026, thereafter, the greater of CPI-U or 2.5%. R&R funding deposit goals:

2025	2026	2027	2028	2029
738,551	990,708	1,013,529	1,037,035	1,061,246

- (2) Per the 2022 Master Plan Update, the minimum R&R fund balance goal is \$910,000 (at least the annual depreciation expense), adjusted annual for inflation.

- (3) Per the 2022 Master Plan Update, the minimum fund balance goal is \$3m-\$4m.

- (4) The 2017 Master Plan Update assumptions provided for a loan from the Water System Fund to the Stormwater Fund.

Balance of loan due to Water System Fund from Stormwater Fund at fiscal year end (15yr @ 2.30%, funded 10/1/2019):

2025	2026	2027	2028	2029
3,650,120	3,280,450	2,902,278	2,515,408	2,119,640

- (5) As illustrated in the 2022 Master Plan, cumulative balance due to Operating Fund from Availability Fee Fund at fiscal year end:

2025	2026	2027	2028	2029
1,529,502	1,529,502	1,529,502	1,529,502	1,529,502



**FINAL MINUTES AND AGENDA
TOWN OF JUPITER
TOWN COUNCIL WORKSHOP
TOWN COUNCIL CHAMBERS
WEDNESDAY, AUGUST 14, 2024**

Mayor Kuretski called the meeting to order at 6:30 P.M

Roll Call: Mayor Jim Kuretski; Vice-Mayor Malise Sundstrom; Councilor Andy Fore; Councilor Cameron May; Town Manager Frank Kitzerow; and Town Clerk Laura Cahill. Councilor Ron Delaney and Town Attorney Thomas J. Baird were absent.

1. Discussion of the Proposed Operating Budget for Fiscal Year 2025 and the Proposed Community Investment Program (CIP) Budget for Fiscal Years 2025 - 2029.

Mayor Kuretski noted that members of Council had met with the Town Manager and Staff individually. He also confirmed they had the opportunity to give comments and tonight's meeting was to wrap things up.

Mr. Scott Reynolds, Director of Finance, provided an update on fiscal year 2025 operating budget which included an overall reduction of 282,811 dollars. He also mentioned an alternate proposal document he placed on the dais for Council's consideration regarding playground restoration.

Mr. Reynolds continued his presentation and provided an overview of the 2025 Community Investment Plan Summary.

Mayor Kuretski stated Council did not have the Parks and Recreation Master Plan completed the budget carryover and the five-year plan Council had 26 million dollars' worth of enhancements already programmed.

Mr. Reynolds stated that in fiscal year 2029 there was an unfunded mandate from the Environmental Protection Agency (EPA) that would cost 12 million dollars. He expressed it may change in the future and funding may come available to apply for.

Mr. Reynolds continued his presentation and discussed the General Fund CIP Cash Flow Analysis; Program Funding; New Projects.

Mayor Kuretski asked if the Town had enough funds available for the athletic field repairs and restoration to start in 2025.

1. Discussion of the Proposed Operating Budget for Fiscal Year 2025 and the Proposed Community Investment Program (CIP) Budget for Fiscal Years 2025 - 2029.

Mr. Reynolds stated the facilities master plan would be coming back before council and there may be opportunities within the master plan to do some updates.

Councilor May suggested starting with Jupiter Village Park and upgrading the restroom facilities.

Councilor Fore mentioned implementing lightening detection systems.

Mr. Thomas Hernandez, Director of Engineering, noted the lightening detection systems cost range is about 25,000 dollars apiece.

Ms. Kristin George, Director of Parks and Recreation, mentioned she has been working with Thor Guard and would provide an update regarding cost to Council once complete.

Mr. Reynolds continued reviewing the project funding increase/decrease.

Mayor Kuretski thanked Mr. Reynolds, Town Manager, and Staff for the significant step up in definition by year.

Vice – Mayor Sundstrom stated she was grateful for the timelines, service dates and being realistic as possible about what could be accomplished

Mr. Reynolds and Council discussed street resurfacing and continued reviewing the Surtax Funding.

Mayor Kuretski said there seemed to be a consensus regarding the bridge loan. He stated he did not care to have money sitting when it could be used on projects being done. He asked if the renovations at the quad were in the time between 2028/2029.

Mr. Reynolds stated it was programmed for 2025/2026.

Mayor Kuretski said he was fine with it but had made an error with the time frame.

Councilor Fore asked if there were any restrictions.

Mayor Kuretski stated the Council would be giving suggestions and earmarking it.

Councilor Fore said the maintenance facilities needed renovation and asked if lightning detection would qualify.

Mr. Reynolds noted that the lightning detection was not a capital item with a life expectancy of five years, such as a building.

1. Discussion of the Proposed Operating Budget for Fiscal Year 2025 and the Proposed Community Investment Program (CIP) Budget for Fiscal Years 2025 - 2029.

Mayor Kuretski asked if there was a consensus on the public works maintenance facility and the Council unanimously agreed. He then asked if there was a consensus on the fire station and the Council unanimously agreed.

Mr. Reynolds clarified that Council agreed with the 2 million dollars for the public works facility, with the remainder to be put towards fire and pay off bridge loan.

Councilor May stated he wanted to make sure that the other items listed would be coming out of the operating fund.

Mr. Reynolds said those items were still in there.

Mayor Kuretski asked if the police memorial would be done between September and December of 2024.

Mr. Roger Held, Director of Construction Services, stated the Staff was looking to have it done by the end of the second quarter of next fiscal year.

Councilor Fore asked if there had been any preliminary drawings.

Mr. Held stated there was not, and they had just finalized a contract with Song and Associates.

Councilor Fore asked if Staff would be looking for any public input.

Vice-Mayor Sundstrom said she was not sure of the process but believed she had seen a design.

Mr. Held said an item had gone out for Request for Quote (RFQ) and the Town had found businesses to do the artwork and statue, nine were contractors who could pull permits and do site or electrical work. He said the Staff was looking at two options, which included a memorial wall or a memorial wall with statue.

Mayor Kuretski stated he had been pushing the project forever and was disappointed but understood.

Mr. Kitzerow believed it was important to capture what the Police officers were looking for in their memorial. He would have liked to have it done, but it did take a turn on them.

Mayor Kuretski asked if the art portion of the project was narrowed down.

Mr. Held said with the 200 thousand, it was more for a wall with plaques and there are currently other revenue streams being looked at to incorporate the statue portion.

1. Discussion of the Proposed Operating Budget for Fiscal Year 2025 and the Proposed Community Investment Program (CIP) Budget for Fiscal Years 2025 - 2029.

Mayor Kuretski and Councilor May said if there was additional funding needed for the statue Council would be in favor of it.

Mr. Reynolds went on to review the water fund.

Ms. Amanda Barnes, Director of Utilities, discussed the Environmental Protection Agency (EPA) regulation called Per-and Polyfluoroalkyl Substance Standards (PFAS); where the chemicals are predominately found in water supply; banning of chemicals; finding them in Jupiter surficial aquifer, but not drinking water. She went on to explain it was used as last resort, but was necessary as an emergency backup to stabilize Reverse Osmosis (RO) permeate. She noted other options were being evaluated for replacing the ion exchange facility.

Mayor Kuretski believed the Town should handle it by not going into the five-year plan and felt there should be a place to park it in the meantime. He said when a governmental agency provided some unfunded mandate with such a significant amount, it should be publicly vetted. He thought there should be some discussions with legislature about providing funding and was not comfortable with just accepting the fact the Town would have to fund the \$12 million.

Vice-Mayor Sundstrom said she could not say she would be that optimistic. She asked if the project would need to be completed and compliant by 2029.

Ms. Barnes said it would need to be compliant by 2029.

Vice-Mayor Sundstrom asked if construction would need to be done by 2029 for those agencies that would need to replace their water utilities. She asked if Council should be writing to our officials and felt the Town needed be more active with contacting legislation over the matter. She gave some history regarding the Water Master Plan.

Councilor Fore asked what the penalty was for not being compliant.

Ms. Barnes said she would need to look into and advise Council.

Mayor Kuretski stated the legislative body may not be aware of the implications and felt it was very important to reach out to them.

Ms. Barnes stated there were over 120,000 public comments made by utilities across the country to the EPA explaining their concerns and noted Staff will continue to search for funding.

1. Discussion of the Proposed Operating Budget for Fiscal Year 2025 and the Proposed Community Investment Program (CIP) Budget for Fiscal Years 2025 - 2029.

Mayor Kuretski said he appreciated Staff worked to find funding, but this was an item that needed to be appropriately elevated and addressed to get more clarity by the next budget cycle. He noted he would not just accept the Town being a victim of \$12 million dollars for an unfunded mandate. The Council unanimously agreed.

Mr. Reynolds returned to reviewing water funded new projects.

Mayor Kuretski said years ago everyone in an unincorporated area would sign an agreement for water service once the area was annexed. He asked if that was still in effect.

Mr. Reynolds said he would find out and let the Council know.

Ms. Barnes stated she had not heard about it.

Mayor Kuretski said he knew the water utilities covered the Town and unincorporated area but at one point in time, it was a strategy to give people water to get agreements to incorporate. He asked Mr. Baird if there were any strategies where the Town would consider a significant investment in utility expense to serve unincorporated area that we could eventually incorporate.

Ms. Barnes stated that in the past large developments had been annexed into the Town.

Mayor Kuretski noted he would like to make sure there was a way to procure additional funding.

Mr. Reynolds went on to discuss the 2025 to 2029 project funding increase and decreases comparison; Stormwater fund; summary of items in process; and included strategic initiatives.

Vice-Mayor Sundstrom thanked Mr. Reynolds for all the hard work and noted that the 1.5 million-dollar renovation project for Indian Creek Park and Playground was a major project and now included the bathrooms for 437,000 thousand dollars. She said the playground restoration projects initial renderings did not receive the feedback expected and explained the number one desire for residents was shade and that was the new standard for playgrounds. Vice-Mayor Sundstrom requested additional funding to meet the expectation of residents with a goal of getting the residents to stay in Jupiter using our parks and playgrounds.

Councilor May agreed and added that residents want some form of splash pad and asked Staff to look into having a water feature added in as well as shade.

1. Discussion of the Proposed Operating Budget for Fiscal Year 2025 and the Proposed Community Investment Program (CIP) Budget for Fiscal Years 2025 - 2029.

Vice-Mayor Sundstrom clarified the North County District Park was a County Park in a municipality for the benefit of all the towns within the Northern part of the County.

Mayor Kuretski explained all the North County municipalities came together with funding and agreed the Park would be placed in Palm Beach Gardens, so this Park has County funding and hard to compete with.

Mayor Kuretski agreed when Council gets to the recreation masterplan talking about a splash pad would be important. He asked Staff what projects were remaining from previous years that had a carry forward balance, this would allow Council to know what was left in the project. Mayor Kuretski mentioned Craig Westover the Superintendent of Parks and Recreation found a turf tank solution which saved the Town \$50,000.

Mr. Frank Kitzerow, Town Manager, said he believed there would be a nomination for a Town Managers Award for Mr. Westover to be recognized. He also thanked the Finance Department and all the Directors of the Town Directors for the hard work. Mr. Kitzerow gave a brief update about the law enforcement memorial.

ADJOURNMENT –

Laura Cahill, Town Clerk



**FINAL MINUTES AND AGENDA
TOWN OF JUPITER
TOWN COUNCIL MEETING
TOWN COUNCIL CHAMBERS
TUESDAY, AUGUST 20, 2024**

Mayor Kuretski called the meeting to order at 7:00 P.M.

Mayor Kuretski honored the late former Mayor Robert “Bobby” Culpepper. He highlighted his many accolades and achievements. On behalf of himself and the Town he sent his condolences to the family.

ROLL CALL: Mayor Jim Kuretski; Vice-Mayor Malise Sundstrom; Councilor Ron Delaney; Councilor Cameron May; Town Manager Frank Kitzerow; Town Attorney Thomas J. Baird and Deputy Town Clerk Stephanie Proffer. Councilor Andy Fore was absent.

PRESENTATION

1. Jupiter Christian School Foundation Scholarship Program by Donald Barnes, Chairman of the Board.

Mr. Donald Barnes, Chairman of the Board for Jupiter Christian School (JCS), expressed the school’s gratitude for their partnership with the Jupiter Police Department (JPD). He noted JCS dedicated ten percent of its financial aid to JPD families starting the 2025/2026 school year. JCS was honored to announce the Police Chief David E. England scholarship in recognition and appreciation for his service and JCS being his alma mater. He presented Police Chief England with an award.

2. Annual overview of the Palm Beach County Commission on Ethics (COE) by Lizabeth Martin, Education and Communications Manager, Palm Beach County Commission on Ethics.

Ms. Lizabeth Martin, Education and Communications Manager, representing the Palm Beach County Commission on Ethics (PBCCOE) reviewed the annual overview and highlighted the history and importance of the PBCCOE department.

MINUTES

3. August 8, 2024 Town Council Special Meeting Minutes.

Vice-Mayor Sundstrom moved to approve August 8, 2024 Town Council Special Meeting Minutes, as amended; seconded by Councilor Delaney; motion passed.

Kuretski
Yes

Sundstrom
Yes

Delaney
Yes

May
Yes

CONSENT AGENDA

All items listed in this portion of the agenda are considered routine by the Town Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests; in which event, the item will be removed and considered at the beginning of the regular agenda.

Councilor Delaney moved to approve the Consent Agenda; seconded by Councilor May; motion passed.

Kuretski
Yes

Sundstrom
Yes

Delaney
Yes

May
Yes

PUBLIC HEARING

4. **Ordinance 19-24, First Reading**, Amending Article III of Chapter 2 of the Town's code setting forth the departments of the Town (second reading 9/3/24).

Title read by Mr. Baird.

PUBLIC BUSINESS

5. **Resolution 89-24**, Approving contract no. NR2024-02 with Underwater Engineering Services, Inc. for the installation of shoreline stabilization and living shoreline improvements on the Town's Riverwalk and at Sawfish Bay Park in an amount not to exceed \$258,326.00.
6. **Resolution 92-24**, Approving a contract to Johnson-Davis, Inc. for Pennock Industrial and Bush Road Infrastructure Improvements (WS2303/S2314) for an amount of \$2,061,900 and amending a project budget.
7. Approving a purchase order to All Florida Contracting Services, LLC for Generator Fuel Tank Replacement (WS2431) in the amount of \$72,000.

REGULAR AGENDA

PUBLIC BUSINESS

8. **Fire Public Safety Structures**

- A. **Resolution 106-24**, Approving the award of EPW 2024-23, Fire/Public Safety Structures Progressive Design-Build Services to Kaufman Lynn Construction, Inc. in an amount not to exceed \$4,917,970.00

- B. **Resolution 103-24**, Authorizing the use of surtax fund proceeds

Mayor Kuretski indicated he planned to abstain from voting due to his wife's niece working for Kaufman Lynn.

Fire Chief Darrell Donatto, Jupiter Fire Rescue Department (JFRD) highlighted the many steps within the timeline of JFRD and asked for Councils consideration and approval of the progressive design build contract for two new fire stations.

REULAR AGENDA

PUBLIC BUSINESS

8. Fire Public Safety Structures

A. Resolution 106-24

B. Resolution 103-24

Mr. Thomas Hernandez, Director of Engineering and Public Works, continued the presentation to include Request for Qualifications (RFQ), timelines and next steps. Mr. Hernandez said the next steps included an award for progressive design build contract, start phase I, begin construction, phase II, and an in-service date of spring .

Councilor May asked how many fire stations had Kauffman Lynn built.

Mr. Ryan Reiter for Kauffman Lynn, said the total would be five at the end of the quarter.

Councilor Delaney stated the scores were close in the RFQ and asked if Staff chose Kauffman Lynn due to the relationship.

Mr. Hernandez said due to the other applicants being considered non-responsive or non-responsible and Kauffman Lynn's package was considered responsible and responsive they chose them.

Councilor Delaney moved to approve Resolution 106-24; seconded by Councilor May; motion passed.

Kuretski	Sundstrom	Delaney	May
Abstained	Yes	Yes	Yes

Councilor Delaney moved to approve Resolution 103-24; seconded by Vice-Mayor Sundstrom; motion passed.

Kuretski	Sundstrom	Delaney	May
Yes	Yes	Yes	Yes

ROUNDTABLE

9. Discussion of WM's Proposed Residential Route Change.

Mr. Thomas Hernandez, Director of Engineering, reviewed the current contract with Waste Management (WM) and their most recent performance.

Mr. Jeff Sabin, Government Affairs Manager, on behalf of WM explained proposed the potential route change request which included a transition from a 6 day pick up schedule to a 5 day.

ROUNDTABLE

9. Discussion of WM's Proposed Residential Route Change.

Mayor Kuretski noted the difference between operating days and services days in the current contract. He expressed his concern regarding bulk trash days and charter neighborhoods.

Vice Mayor Sundstrom explained bulk trash can be unsightly and she wants to be sure the communication plan is clear to residents. She asked what the Town could do to manage, be responsive, and maintain Jupiter's beautiful look.

Ms. Ava Bailey, Operations Manager, mentioned WM were aware of the issues on Center Street and committed to maintaining bulk trash.

Mayor Kuretski said he would like a commitment from WM that if there was any bulk trash that it would be picked up and Mr. Sabin agreed.

Vice-Mayor Sundstrom thanked Mr. Sabin in terms of the charter neighborhoods and bulk waste pickup and how flexible they have been to our residents especially with extra bins. She also brought up JUPConnect and asked what concerns he was hearing and explain more about missed pickups and potential ways to address in the future.

Mr. Sabin explained residents could go to JupConnect or call WM call center both are monitored by WM where a case is created and needed to be addressed and closed in a certain timeframe. He noted a lapse earlier in the year when they had personnel issues that were addressed and said there was room for improvement and was committed to that.

Mayor Kuretski said WM currently was not compliant with the contract obligations and wanted them to get there before a transition with new routes. He also said WM does not have their own web-based platform for residents and relying on JupConnect and would like WM to have a separate one to include JupConnect so they could manage complaints more effectively.

Mr. Sabin said WM was aware of the obligations and said it was discussed with the contract administrator the redundancy of having two web-based platforms

Mayor Kuretski said he wanted to make it clear that the performance metrics were placed in the contract so that Staff and Council could understand how we were performing. He noted he did some spot auditing and he found they were not in the system and felt there was a gap in the system relying on JupConnect. Mayor Kuretski stated 32.1.4 of the contract clearly established WM obligation and did not agree with waiving their obligation. He asked Wm to fulfill their obligation and also provide quarterly reports. He said he would agree with the route changes if the provisions of the contract were met prior.

ROUNDTABLE

9. Discussion of WM's Proposed Residential Route Change.

Mr. Sabin went on to review the presentation and discussed route change communication.

Councilor May said it would be good to reach out to the homeowner's association (HOA) presidents and boards to communicate about route changes because they disseminate information faster and more efficiently to their residents. He noted that Staff had the information and could share it.

Mr. Sabin noted he would reach out to both HOA's and the property owner's Association (POA's).

Councilor Delaney asked Wm to get the information out quickly and efficiently.

Mr. Sabin discussed the use of yard signs to get the word out. He went on to discuss an internal dashboard for customer service, and recycle right pledge.

Mayor Kuretski said in the past Wm had created a competition between neighborhoods, and he asked if they would share that data regarding the neighborhoods.

Mr. Sabin said it was a special project from years ago.

Mayor Kuretski stated Wm had provided great service over the years and the Town and Council appreciated it. He reiterated he wanted to get the system corrected and believed the change would be good for all. He said that at some point the residents would be getting serviced by the fully automated truck and that would also lead to another learning curve. He noted his concern about the timing of that.

Mr. Sabin spoke about a leave behind tag to educate the residents on how the cart needed to be placed. He noted WM did not have all their automatic side loader vehicles, but expected them by November.

Mayor Kuretski suggested a memorandum of understanding so that everything that had been agreed upon was clear, especially with sections 32 and 35.

Councilor Delaney stated the two platforms the Mayor was speaking about were Jup Connect and WM was supposed to have their own website. He noted the Town should have a way to get that information back to us.

Mayor Kuretski said he wanted to make sure we were correcting the misses and fulfilling obligations at the same time as shifting routes.

ROUNDTABLE

9. Discussion of WM's Proposed Residential Route Change.

Vice-Mayor Sundstrom stated she did not want to confuse residents, but the Town needed one set of data with a quarterly and annual narrative. She explained the desire for quantitated and qualitative information together.

Councilor May felt there did not need to be a memorandum when the items were in the contract.

Mayor Kuretski stated he just wanted to make sure the Staff understood.

Councilor May asked for communication with residents to include the phone number.

Mr. Sabin said it was on communications.

Councilor May said he appreciated Mr. Sabin's responsiveness.

A consensus of Council agreed with the route change, with Mayor Kuretski being hesitant.

REPORTS – **TOWN ATTORNEY –**

- Lawsuit with the Political Action Committee (PAC) – Mr. Thomas Baird, Town Attorney, explained last Friday the Town argued its motion for summary judgement in regards to the referendum question and the political committee's attorneys argued their motion for leave to amend their mandamus complaint. He said the judge ordered that the parties submit the proposed orders on the motion for leave to amend by August 23, 2024 and proposed orders for the Town's motion for summary judgement on August 30, 2024.

TOWN MANAGER –

- Police Chief David England – Mr. Kitzerow congratulated Chief England for the Jupiter Christian School David E. England Scholarship.
- Greenspace project – Mr. Kitzerow explained that the project was moving forward with fencing that went up around the building of the former Town Hall, with demo to begin August 29, 2024.
- Events Plaza Wall Repair – Mr. Kitzerow mentioned the project was completed aside from removing the barriers. He thanked Mr. Thomas Hernandez for his hard work.
- E-Bike Safety Campaign – Mr. Kitzerow said Jupiter Police Department educated over 130 students at various Jupiter Middle schools concerning e-bike safety and traffic laws.

**TOWN COUNCIL – LIAISON REPORTS AND COMMENTS-
VICE-MAYOR-**

- Jonathan Dickinson State Park (JDSP) – Vice-Mayor Sundstrom spoke about an upcoming meeting in Stuart Florida on August 27, 2024 which concerned JDSP. She said she was working with State Representatives to help acquire information about the meeting but was unable to get much information or an agenda. She explained the idea that was shared was a golf course potentially being placed at JDSP on environmental and historical lands. Vice-Mayor Sundstrom said as Council learned more maybe they could write a letter.

Councilor May agreed and supported sending in a letter and said he was told about the issue from his mountain bike club that frequented the park. He explained he tried to get more information as well and unfortunately was not able, however he planned to attend the meeting in Stuart. Councilor May explained a meeting was being held in Stuart and there were also nine other meetings being held throughout the state concerning State Parks.

Vice-Mayor Sundstrom said there was so little information available but it was moving fast and would continue to try and gather more information. She asked Council as more information comes out if they would draft a letter in support of protecting environmentally sensitive lands.

Mayor Kuretski said he hoped they wouldn't remove an amenity like biking to create a new one.

Councilor May noted that part of the trails at JDSP are historically significant and semi protected.

COUNCILOR DELANEY -

- Former Mayor Robert 'Bobby' Culpepper – Councilor Delaney said he was said to hear of his passing and expressed his condolences.

MAYOR KURETSKI-

- Chamber of Commerce Event – Mayor Kuretski explained the Chamber held an event for elected officials in 10 of the North County municipalities. He spoke about the activities and roundtables during the event and how it was a great investment in local government collaboration.
- Waste Management Agreement - Mayor Kuretski asked Mr. Kitzerow to share with the rest of Council sections 32 and 35 of the agreement to help understand the services the Town had not received.

ADJOURNMENT- 8:38 P.M.

Laura Cahill, Town Clerk

TOWN OF JUPITER

Amendment to Article III of Chapter 2 of the Town's code setting forth the departments of the Town.



DATE	September 3, 2024
TO	Honorable Mayor and Members of Town Council
THRU	Frank Kitzerow, Town Manager
FROM	Kate Moretto, Assistant Town Manager
SUBJECT	Ordinance 19-24, amending Article III of Chapter 2 of the Town's Code setting forth the departments of the Town (Second Reading)

EXECUTIVE SUMMARY

Chapter 2, Article III of the Towns Code of Ordinances sets forth the divisions and departments of the Town, and their associated areas of responsibilities. Ordinance 19-24 updates the language of the code to reflect the current organization of the Town.

ANALYSIS

The Town Attorney has prepared the attached Ordinance and finds it to be in acceptable form. The ordinance was approved on first reading on August 20, 2024.

STRATEGIC PRIORITY

- Organizational Excellence

ATTACHMENTS

1. Ordinance 19-24

FUNDING SOURCE

N/A. Funding is not necessary for this request.

For more information or copies of the attachments, please contact Kate Moretto at katem@jupiter.fl.us or 561-741-2575.

ORDINANCE NO. 19-24

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JUPITER, FLORIDA AMENDING ARTICLE III OF CHAPTER 2 OF THE JUPITER CODE OF ORDINANCES TO CREATE NEW DIVISIONS SETTING FORTH THE DEPARTMENTS OF THE TOWN; PROVIDING FOR CODIFICATION; PROVIDING FOR THE REPEAL OF LAW IN CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Town of Jupiter, Florida ("Town") is a duly constituted municipality having such power and authority conferred upon it by Article VIII, Section 2(b) of the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, in exercising the home rule authority conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes, the Town Council has adopted the Jupiter Code of Ordinances (the Code); and

WHEREAS, Article III of Chapter 2 of the Code sets forth several, but not all of the operating departments of the Town; and

WHEREAS, in order to update the Code and ensure that it accurately reflects all of the Town's currently operating departments, it is appropriate and necessary to amend Article III of Chapter 2 of the Code to set forth all of the Town's currently operating departments; and

WHEREAS, the Town Manager recommends to the Town Council that the Code be amended at Chapter 2, Article III to create new divisions to recognize all of the operating departments of the town.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JUPITER, FLORIDA AS FOLLOWS:

Section 1. The whereas clauses are incorporated herein as true and correct and as the legislative findings of the Town Council.

Section 2. Chapter 2, Article III, is hereby amended to read as follows:

ARTICLE III. DEPARTMENTS, OFFICERS AND EMPLOYEES

DIVISION 3. DEPARTMENT OF ENGINEERING AND PUBLIC WORKS

Sec. 2-134. Created.

There is hereby recognized as part of this code a the department of engineering, and public works for the town, which shall include be responsible for the functions of streets, civil engineering, drainage and that of building and vehicle maintenance and any other duties assigned by the town manager or prescribed by law. The head of the- this department shall be designated as the director of engineering, and public works department.

DIVISION 4. DEPARTMENT OF BUILDING

Sec. 2-135.

There is hereby recognized as part of this code a department of building for the town which shall be responsible for permitting and plan review of all applications for building permits, including demolition permits and any other duties assigned by the town manager or prescribed by law. The head of this department shall be the Building Official, who shall also be designated as the director of the building department.

DIVISION 5. DEPARTMENT OF FINANCE

Sec. 2-136.

There is hereby recognized a department of finance for the town which shall be responsible for managing all financial systems of the town including budgeting, payroll, the administration of receiving and paying invoices and the bond proceeds, and any other duties assigned by the town manager or prescribed by law. The head of this department shall be designated as the director of the finance department.

DIVISION 6. DEPARTMENT OF HUMAN RESOURCES

Sec. 2-137.

There is hereby recognized a department of human resources which shall be responsible for the administration of employee benefits, including health insurance and retirement programs, the accrual of vacation and other leave of absences, the classification and description of employment positions in the town, the administration of property, liability and workers compensation insurance and risk management, and any other duties assigned by the town manager or prescribed by law. The head of this department shall be designated as the director of the human resources department.

DIVISION 4. ~~DIVISION 7.~~ DEPARTMENT OF INFORMATION SYSTEMS

Sec. 2- 138 152 Created.

There is hereby ~~created~~ recognized a department of information systems for the town, which shall be responsible for administration and supervision of all automated information systems of the town; planning for and implementation of, the installation of all additions, replacements and modifications to the town's automated information systems; and supervision of all activities related to the town's automated information systems, including procurement and purchasing, development, maintenance and operations support. The department shall also be responsible for any other duties assigned by the town manager or prescribed by law. The head of this department shall be designated as ~~the directed and administered by a director whose title shall be director of the~~ information systems department.

DIVISION 8. DEPARTMENT OF PARKS AND RECREATION

Sec. 2-139.

There is hereby recognized as part of this code a department of parks and recreation for the town, which shall be responsible for the administration of recreation programs for children, adults and senior citizen programs in the town. The department shall also be responsible for coordinating the use and maintenance of parks and recreation facilities with the department of public works. The department shall be responsible for any other duties assigned by the town manager, or prescribed by law. The head of the department shall be designated as the director of the parks and recreation department.

DIVISION 9. DEPARTMENT OF PLANNING AND ZONING

Sec. 140.

There is hereby recognized as part of this code, the planning and zoning department, which shall be responsible for the administration of all planning and zoning activities, historic preservation programs, housing programs, the comprehensive plan and any other duties assigned by the town manager or prescribed by law. The head of this department shall be designated as the director of the planning and zoning department.

DIVISION 10. POLICE DEPARTMENT

Sec. 141.

There is hereby recognized as part of this code, the police department, which shall be responsible for law and code enforcement throughout the town and law enforcement outside the town pursuant to mutual aid agreements with other law enforcement agencies. The department shall be responsible for any other duties assigned by the town manager, or prescribed by law. The head of the department shall be designated as the Police Chief.

DIVISION 11. OFFICE OF THE TOWN CLERK

Sec. 142.

The office of the Town Clerk is hereby recognized as part of this code. The Town Clerk shall be responsible for the recordation and keeping of minutes of all meetings of the town council and such appointed boards or committees established by the town council; and the receipt, processing and dispersal of public records requests. This office shall also be responsible for any other duties assigned by the town manager or prescribed by law. The head of this department shall be designated as the Town Clerk.

DIVISION 12. UTILITIES

Sec. 143.

The department of utilities is hereby recognized as part of this code. This department shall be responsible for the administration of the water utilities and stormwater utilities programs and the construction of such infrastructure as is necessary to carry out these programs, and any other duties assigned by the town manager or prescribed by law. The head of this department shall be designated as the director of the utilities department.

DIVISION 13. COMMUNITY RELATIONS DEPARTMENT

Sec. 144.

The department of community relations is hereby recognized as part of this code. This department shall be responsible for creation and dissemination of public information, internal communications, media relations, and marketing, promotional, and sponsorship activities for the town. The head of this department shall serve as the public information officer of the town.

DIVISION 14. FIRE RESCUE DEPARTMENT

Sec. 145.

There is hereby recognized as part of this code, the fire rescue department, which shall be responsible for fire prevention and protection and emergency rescues and stabilization services. This department shall also be responsible for any other duties assigned by the town manager or prescribed by law. The head of this department shall be designated as the Fire Chief.

Secs. 2-146—2-172. Reserved.

Section 3. Codification. Sections of the ordinance may be renumbered or re-lettered to accomplish such, and the word “ordinance” may be changed to “section” “article”, or any other appropriate word.

Section 4. Severability. If any section, paragraph, sentence, clause, phrase or word of this Ordinance is for any reason held by a court to be unconstitutional, inoperative, or void, such holding shall not affect the remainder of this ordinance.

Section 5. Repeal of Laws in Conflict. All ordinances or part of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 6. Effective date. The provisions of this ordinance shall become effective upon its execution.

TOWN OF JUPITER
Consenting to continued inclusion of the Town of Jupiter into the Jupiter-Municipal Service Taxing Unit (MSTU)



DATE	September 3, 2024
TO	Honorable Mayor and Members of Town Council
THRU	Frank Kitzerow, Town Manager
FROM	Scott Reynolds, Finance Director
SUBJECT	Ordinance 22-24 Consenting to continuing the inclusion of the Town of Jupiter into the Jupiter-Municipal Service Taxing Unit (MSTU) to finance the provision of fire-rescue services by Palm Beach County Fire/Rescue

EXECUTIVE SUMMARY

Staff seeks approval of Ordinance 22-24 on first reading to continue the Town's participation in the Jupiter Fire MSTU to receive fire rescue and emergency medical services from Palm Beach County.

The Town Attorney has reviewed the attached documents and finds it to be in acceptable form.

ANALYSIS

On December 6, 2022, the Town Council enacted Ordinance 12-22, consenting to the inclusion of the Town within the Jupiter MSTU to receive fire rescue and emergency medical services from Palm Beach County during a five-year term. Section 2 E of the ordinance provides that the Town is consenting to remain in the Jupiter MSTU during the term, on a year-to-year basis. The Town Council's approval of ordinance 22-24 on first reading to continue the Town's participation in the Jupiter Fire MSTU for the next year of the term, i.e. calendar year 2025.

STRATEGIC PRIORITY

- Fiscal Responsibility
- Safety

ATTACHMENTS

1. MSTU Consent Ordinance 22-24 Annual Renewal

FUNDING SOURCE

Approved in Budget \$N/A
Additional Funding Requested \$

Sources:
Sources:

*Funding is not necessary for this request.

For more information or copies of the attachments, please contact Scott Reynolds at scottr@jupiter.fl.us or 561-741-2327.

ORDINANCE NO, 22-24

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JUPITER, FLORIDA, CONSENTING TO THE TOWN'S CONTINUING PARTICIPATION IN THE PALM BEACH COUNTY JUPITER MSTU FOR FIRE-RESCUE, EMERGENCY MEDICAL AND OTHER RELATED SERVICES FOR 2025; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Section 125.01 (l)(q) and (r), Florida Statutes, the Florida Palm Beach County (the County) is authorized to establish Municipal Service Taxing Units (MSTU) for fire-rescue, emergency medical and other related services (the Services); and

WHEREAS, the County has established a MSTU for the land within the incorporated area within the Town of Jupiter (Town) for the purposes of providing fire rescue, emergency medical and other related services (the Services); and

WHEREAS, the County levies a tax upon the properties within the Jupiter MSTU for the Service; and

WHEREAS, pursuant to Fla. Stat. § 125.01(l)(q), the Town Council must consent to the taxation of the properties within the Town's municipal boundaries by the enactment of an ordinance whereby the Services are provided for an agreed to term; and

WHEREAS, the Town Council enacted Ordinance 12-22 consenting to the inclusion of the properties within the Town's boundaries in the Jupiter MSTU through December 31, 2027; and

WHEREAS, pursuant to Section 2 of Ordinance 12-22, the Town must consent to its continuing inclusion within the Jupiter MSTU; and

WHEREAS, pursuant to the Interlocal Agreement between the Town and the County, the Town's consent to remaining in the Jupiter MSTU, for each year during the term, is to be expressed through the adoption of an ordinance; and

WHEREAS, in accordance with the Interlocal Agreement and Ordinance 12-22, the Town Council is adopting this ordinance to consent to the Town's inclusion in the Jupiter MSTU for calendar year 2025.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JUPITER, FLORIDA:

Section 1. The whereas clauses are incorporated herein.

Section 2. Pursuant to the Interlocal Agreement with Palm Beach County for Fire Protection and Emergency Medical Services, and Town of Jupiter Ordinance 12-22, the Town hereby consents to continue its participation in the Jupiter MSTU, effective December 31, 2024 through December 31, 2025.

Section 3. This Ordinance shall take effect immediately upon its execution.

TOWN OF JUPITER
Contract Award for Utility Locating Services (W2438) to Craig A. Smith & Associates, LLC



DATE	September 3, 2024
TO	Honorable Mayor and Members of Town Council
THRU	Frank Kitzerow, Town Manager
FROM	Amanda Barnes, Utilities Director
SUBJECT	Resolution No. 93-24: Contract Award for Utility Locating Services (W2438) to Craig A. Smith & Associates, LLC, for an estimated amount of \$221,975

EXECUTIVE SUMMARY

Resolution 93-24 provides for the award of a one-year contract for Utility Locating Services (W2438) to Craig A. Smith & Associates, LLC, of Boca Raton, Florida, for an estimated annual cost of \$221,975, with provisions to renew the contract annually by change order, for up to three additional, individual, and consecutive one-year terms, at the discretion of the Town.

The Town of Jupiter is a member of the Florida Sunshine One Call System and is responsible for locating its underground utilities pursuant to Florida Statutes Section 556.101, "Underground Facility Damage Prevention and Safety Act". For the past nine years, the Town has outsourced utility locating services for Town owned buried utilities, including potable watermains, raw watermains, concentrate and recharge system pipes, electrical conductors, and fiber optics. Outsourcing of utility locating services is necessary as capacity of existing staffing cannot accommodate the workload associated with fulfilling the statutory requirements.

On June 6, 2023, the Town Council approved a Contract by Resolution 45-23, to Craig A. Smith & Associates (CAS) for Utility Locating Services (W2326) that contains a provision for annual renewal, but does not allow for cost escalation of contract unit pricing. CAS notified Town Utility staff that they would be unable to renew the contract at current unit pricing due to a significant increase in the number of 811 tickets in the Town and its water service area over the past year, primarily due to extensive efforts by other utility owners (FPL, AT&T, etc.) to underground aerial facilities. CAS explained that they have had to assign additional staff to accommodate the increased number of 811 tickets, which is not reflected in current contract unit pricing.

Pursuant to the Town's Purchasing Policy, staff prepared and issued a Request for Proposals (RFP) for a new Utility Locating Services Contract. An RFP approach was followed in order to comply with the Consultant's Competitive Negotiations Act (CCNA) since many of the firms who offer utility locating services are professional engineering and/or professional land surveying firms. The RFP was publicly advertised on June 23, 2024; four proposals were received and publicly opened on July 24, 2024. Four Selection Committee members, approved by the Town Manager, reviewed and evaluated the proposals individually, and in accordance with criteria outlined in the RFP, including qualifications, previous experience, project approach, and pricing. On August 2, 2024, a public Selection Committee meeting was held to discuss scores and rank the proposals. The Selection Committee meeting minutes, a summary of the evaluation results, and a summary of the Selection Committee's scores and ranks are

attached. CAS was ranked by the Selection Committee as the most qualified and responsive respondent. CAS offered the second-lowest price of the four proposals received. However, to comply with CCNA, selection was not based on price. CAS is the current locating service provider for the Town's Water Utility and has been satisfactorily meeting the Town's needs by providing this service for the past five years. CAS' unit pricing for this new contract includes a 19% increase in unit price for responding to 811 tickets and a 7% increase in the number of tickets compared to their FY 2024 contract, valued at \$135,962.50 annually.

Based on the results of the Selection Committee's evaluation, it is appropriate to award the W2438 Utility Locating Services Contract to Craig A. Smith and Associates, LLC. The proposed contract does contain provisions for annual renewal, for up to three consecutive and individual one-year terms, with allowable cost escalation of unit pricing based on the U.S. Department of Labor's Bureau of Labor Statistics Consumer Price Index for all Urban Consumers (CPI-U) or 5%, whichever is less. Annual renewals are at the discretion of the Town and require agreement of both entities by written change order.

This proposed contract with CAS will start on September 30, 2024, and continue through September 30, 2025. Funds for utility locating services are budgeted annually in the Water Enterprise fiscal year (FY) operating budget. Funding for the proposed contract is currently available in the Water Utility Field FY 2024 operating budget and funds for FY 2025 have been budgeted likewise. Refer to the attached funding table. Annual contract renewals are contingent on Town Council appropriation of fiscal year funding.

The Town Attorney has reviewed the attached agreement and finds it to be in acceptable form.

ANALYSIS

A review of Craig A. Smith & Associates' (CAS) proposal submitted on July 24, 2024, for Utility Locating Services (W2438) by the appointed Selection Committee, concluded that CAS is the most qualified respondent to the RFP. Award of a contract to CAS for the initial one-year term based on unit pricing provided in their proposal and an estimated annual value of \$221,975.00 is requested, with consideration of up to three consecutive and individual annual renewals with unit price escalation in accordance with the CPI-U or 5%, whichever is less.

STRATEGIC PRIORITY

- Fiscal Responsibility
- Safety

ATTACHMENTS

1. Resolution No. 93-24
2. Jurisdictional Map of Town of Jupiter Water Service Area
3. W2438 Selection Committee Meeting Minutes
4. W2438 Selection Committee Evaluation Results
5. W2438 RFP Detailed Pricing Summary

6. W2438 Schedule of Contract Funding
7. Craig A. Smith & Associates' Proposal
8. W2438 Agreement (Contract) between the Town and Craig A. Smith & Associates

FUNDING SOURCE

Approved in Budget	\$ 91,722	Sources: FY24 Water Ops Budget, Acct. 40050233-534000
Additional Funding Requested	\$225,025	Sources: FY25 Proposed Water Ops Budget, Acct. 40050233-534000

For more information or copies of the attachments, please contact Haley Johnson at HaleyJ@jupiter.fl.us and/or 561-741-2469.

RESOLUTION NO. 93-24

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JUPITER, FLORIDA, AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE A CONTRACT FOR UTILITY LOCATING SERVICES (W2438) WITH CRAIG A. SMITH AND ASSOCIATES, LLC

WHEREAS, the Town of Jupiter (Town) is a municipality with those powers and responsibilities enumerated by Chapter 166, Florida Statutes and the Florida Constitution; and

WHEREAS, the Town solicited a request for proposals (RFP) for utility locating services; and

WHEREAS, pursuant to the process established by the RFP, Craig A. Smith & Associates, LLC was evaluated to be the most qualified and responsive firm to provide the services required by the contract; and

WHEREAS, evaluation of Craig A. Smith & Associates, LLC's proposal for Utility Locating Services (W2438) based on Contract Unit Pricing and an estimated annual total price of \$221,975 deems it acceptable for award of the contract; and

WHEREAS, the Town has budgeted funds to fund the services to be provided as part of the Contract in the fiscal year Water Enterprise Operating Budget.

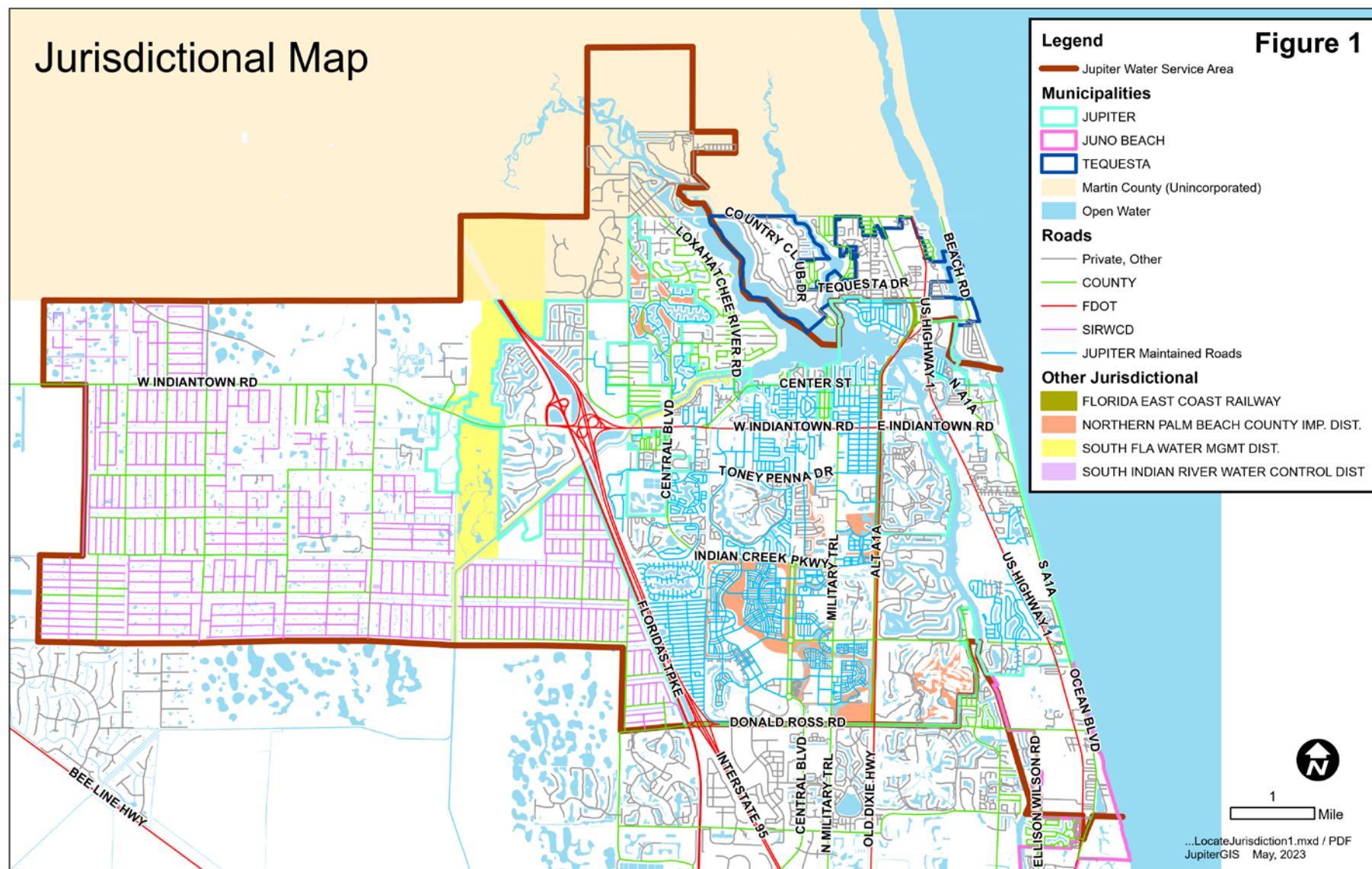
NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF JUPITER, FLORIDA:

Section 1. The contract between the Town of Jupiter and Craig A. Smith & Associates, LLC is hereby accepted and the Mayor is authorized and directed to execute the contract on behalf of the Town.

Section 2. This Resolution shall take effect immediately upon its execution.

09/03/2024

Appendix A – Jurisdictional Map





UTILITIES

REQUEST FOR PROPOSALS UTILITY LOCATING SERVICES CONTRACT (W2438)

SELECTION COMMITTEE PUBLIC MEETING MINUTES August 2, 2024 10:00 AM

LOCATION:

Utilities Administration Conference Room
Jupiter Water Treatment Facility
17403 Central Boulevard, Jupiter, FL 33458

SELECTION COMMITTEE MEMBERS:

Steven Montemayor, Senior Utilities Engineer (Selection Committee Chair)
Amanda Barnes, Director of Utilities
Jonathan Batista, Senior Utilities Engineer (via Zoom)
Rodney Carroll, Utility Services Manager

OTHER ATTENDEES:

Haley Johnson, Town of Jupiter Utilities
Albert Vandenberg, Universal Engineering Sciences (UES)

DISCUSSION

- I. The Selection Committee Meeting convened at 10:06am.
- II. The Committee Chair introduced the committee and requested the other attendees to introduce themselves.
- III. The Chair stated that Selection Committee members were instructed to use the criteria noted in the Request for Proposal (RFP W2438) to rank the proposals. All Committee Members indicated such.
- IV. The Committee discussed their scoring for UES.
- V. The Chair asked if all scoring was complete; the Committee indicated scoring was complete and members' score sheets were signed.
- VI. The Chair passed around a single summary sheet containing the list of the professional organizations that submitted proposals. Each member recorded their scores and rankings on the single summary sheet and presented the summary of scores and rankings to the Chair.

- VII. The Chair summed up the rankings for each professional organization from all the Selection Committee members. Another Selection Committee member checked the addition of the rankings.
- VIII. Upon reviewing the summed-up Selection Committee rankings, the lowest combined ranking was Craig A. Smith & Associates; the second-lowest combined ranking was GeoPoint Surveying, Inc.; the third-lowest combined ranking was Universal Engineering Sciences (UES); and the fourth-lowest combined ranking was Venegroup Services, Inc. Craig A. Smith & Associates was deemed the most qualified professional organization to provide utility locating services for this Request for Proposals (RFP).
- IX. In the event a Contract is not executed, the organizations will be short listed in order of the combined ranking and the Town will have the right to move on to the next most qualified organization.
- X. The Selection Committee Meeting adjourned at 10:16am.

cc: W2438 Meeting Minutes File
Meeting Attendees

TOWN OF JUPITER UTILITIES

REQUEST FOR PROPOSALS

UTILITY LOCATING SERVICES CONTRACT

(W2438)

SELECTION COMMITTEE MEETING SIGN-IN SHEET

August 2, 2024 at 10:00 AM

	Name	Agency	Phone Number	Email Address
1	Steven Montemayor	Town of Jupiter	561-741-2710	stevenm@jupiter.fl.us
2	Amanda Z. Barnes	Town of Jupiter	561-741-2537	amandab@jupiter.fl.us
3	Jonathan Batista (via Zoom)	Town of Jupiter	561-741-2531	jonathanb@jupiter.fl.us
4	Rodney Carroll	Town of Jupiter	561-741-2713	rodneyc@jupiter.fl.us
5	Haley Johnson	Town of Jupiter	561-741-2469	haleyj@jupiter.fl.us
6	Albert Vandenberg	UES	561-339-5716	avandenberg@townofjupiter.com
7				
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**REQUEST FOR PROPOSALS
UTILITY LOCATING SERVICES (W2438)
Summary of Evaluation Results**

RESPONDENT	Member 1		Member 2		Member 3		Member 4		SUM	
	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Score	Rank
Craig A. Smith & Associates (CAS)	95	1	93	2	89	1	97	1	374	5
GeoPoint Surveying, Inc.	94	2	94	1	80	2	95	2	363	7
Universal Engineering Sciences (UES)	77	3	55	4	71	3	82	3	285	13
Venegroup Services, Inc.	69	4	59	3	51	4	77	4	256	15

SUMMARY		
Rank	Respondent	Sum. Rank
1	Craig A. Smith & Associates (CAS)	5
2	GeoPoint Surveying, Inc.	7
3	Universal Engineering Sciences (UES)	13
4	Venegroup Services, Inc.	15

 Town of Jupiter Utilities Utility Locating Services Contract (W2438) July 24, 2024 2:15pm RFP Opening											
VENDOR				Craig A. Smith & Associates		GeoPoint Surveying, Inc.		Universal Engineering Sciences		Venegroup Services, Inc.	
ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	EXTENDED VALUE	UNIT PRICE	EXTENDED VALUE	UNIT PRICE	EXTENDED VALUE	UNIT PRICE	EXTENDED VALUE
Proposal Schedule of Values											
1	Indemnification	LS	1	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00
2	Sunshine State One Call 500 Foot Intervals per Ticket, Normal business hours	EA	12,500	\$15.75	\$196,875.00	\$12.92	\$161,500.00	\$284.00	\$3,550,000.00	\$17.95	\$224,375.00
3	Soft excavating with vacuum truck	HR	75	\$150.00	\$11,250.00	\$30.00	\$2,250.00	\$1,630.00	\$122,250.00	\$395.00	\$29,625.00
4	Project Pricing for Town requested site surveillance	1/4 HR	550	\$25.00	\$13,750.00	\$5.00	\$2,750.00	\$41.00	\$22,550.00	\$25.00	\$13,750.00
Total Amount Proposed (Item Nos. 1-4) =					\$221,975.00		\$166,600.00		\$3,694,900.00		\$267,850.00

Town of Jupiter Utilities
Utility Locating Services Contract (W2438)
Schedule of Contract Funding

Water Operating Budget/Other Contractual Services Acct.

41050233-534003

	Estimated Time Period	Available/Proposed Budget	Anticipated Expenditures
FY24	9/30/2024	\$ 91,722.00	\$ 1,650.00
FY25	10/1/24 - 9/30/25	\$ 225,025.00	\$ 220,325.00
Initial One-Year Contract Term		\$ 316,747.00	\$ 221,975.00

FY 2025 contract pricing assumes a 18.9% increase in ticket unit price and a 7% increase in number of tickets compared to the FY 2024 contract.

Actual monthly charges will vary depending on the number of Sunshine State One Call Tickets received each month and requests for soft dig and site surveillance services. Contract unit pricing will apply.

Funding for contract renewals is subject to escalation based on the CPI-U or 5%, whichever is less

Funding for contract renewals will be included in annual operating budget requests.



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B. Qualifications/Experience of Proposer (2 pages)

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I. Completeness of Proposal

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- **Licenses and Firm Documents**
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Letter (1 page)

July 24, 2024

Town Clerk, Town of Jupiter
210 Military Trail
Jupiter, FL 33458

RE: REQUEST FOR PROPOSAL
UTILITY LOCATING SERVICES CONTRACT W2438
SUBMITTAL OF QUALIFICATIONS FOR CRAIG A. SMITH & ASSOCIATES
CAS PROPOSAL # 0491

Dear Selection Committee,

Craig A. Smith & Associates (CAS) is pleased to submit this qualification package in response to your Request for Proposals for Utility Locating Services (W2438). **Our team has been providing utility locating services to the Town of Jupiter since 2015 and we strive to continue providing these services for you.**

CAS is a local, stable firm and has been in business for 44 years. **For the past 25 years we have been providing utility locating services to cities and counties in South Florida, CAS stands out as one of the most experienced and qualified firms in this field.** We have an established reputation for delivering accurate utility locating services to our clients and our team of skilled professionals utilize the latest equipment to ensure we consistently provide high-quality service.

At CAS, we take great pride in our responsive staff, vast experience, and our commitment to getting the job done. We understand the scope of work required in providing these services and are highly qualified to fulfill the necessary tasks.

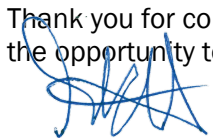
We have **worked closely with Sunshine 811 since 1999 for at least 12 clients.** We believe that our commitment to our clients and our local, tenured, highly experienced staff, sets us apart from other utility locate companies. Our local team is always available to answer questions, provide updates, and ensure that you are satisfied with the services we provide in a timely and cost effective manner.

At CAS, we pride ourselves on our responsive staff, years of experience, and willingness to get the job done. Our team of professionals understand the importance of timely and accurate utility locates deliverables, and work tirelessly to ensure that our clients receive the information they need to move forward with their projects.

This proposal is made without collusion with any other person or entity submitting a proposal pursuant to this RFP.

Accurate and reliable locates are essential for any infrastructure project, and Craig A. Smith & Associates is one of the most qualified companies in the field. With over 44 years of experience, CAS has established a reputation for delivering exceptional utility locating and surveying services to a wide range of clients. Our team of skilled professionals uses state-of-the-art equipment and cutting-edge technology to provide high-quality locating services for projects of any size and complexity.

Thank you for considering Craig A. Smith & Associates for the advertised Utility Locating Services. We look forward to the opportunity to continue to provide reliable, accurate utility locating services to the Town of Jupiter.



Stephen C. Smith, P.E., President



A. Proposal Price

Proposal Form/Proposal Schedule of Values

Utility Locating Services Contract Town of Jupiter Utilities (W2438)

<u>Item No.</u>	<u>Item Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total Amount</u>
1	Indemnification	1	LS	\$ 100.00	\$ 100.00
2	Sunshine State One Call 500 Foot Intervals per Ticket, Normal business hours	12,500	EA	\$ 15.75	\$ 196,875.00
3	Soft excavating with vacuum truck	75	HR	\$ 150.00	\$ 11,250.00
4	Project Pricing for Town requested site surveillance	550	¼ HR	\$ 25.00	\$ 13,750.00
Total Amount Proposed: (Items 1 – 4) =					\$ 221,975.00

Total Amount Proposed (Items 1 – 4) in Words: _____

Two Hundred and Twenty One Thousand, Nine Hundred and Seventy Five Dollars

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B. Qualifications/Experience of Proposer (2 pages)

Craig A. Smith & Associates is a licensed engineering, survey and utility locates firm which was founded in 1980. **44 years in business** in South Florida! **For 25 of those years CAS has performed Subsurface Utility Engineering & Coordination services for clients throughout the State of Florida.** CAS performs comprehensive utility designating services for numerous municipalities on a contractual basis, serving as the municipalities' Sunshine One Call respondent. In this capacity, CAS staff members perform thousands of utility line designations every week. CAS performs 2D Electromagnetic, 2D Ground Penetrating Radar locates and Vacuum Soft Dig excavations for our municipal and private clients. In addition to providing One Call locates, CAS serves as the municipality's "clearing house" for design related utility services, providing plan mark-up, level D through A utility marking services and coordination response in accordance with FS 337 and FDOT Utility Accommodation Manual requirements.



CAS has provided Sunshine One Call utility location services (potable water and sewer) for the Town of Jupiter for the past nine (9) years.

CAS is currently or has been the Sunshine One Call respondent for the following:

- Bal Harbour Village
- Broward County
- City of Aventura
- City of Coconut Creek
- City of Cooper City
- City of Hollywood
- City of Lauderhill
- City of North Miami
- City of Pembroke Pines
- City of Margate
- City of West Palm Beach
- City of Weston
- Martin County
- TECO Gas (South Florida)
- TECO Electric
- Town of Davie
- Town of Jupiter
- Town of Pembroke Park
- City of Oakland Park
- Palm Beach County

CAS is currently providing general utility locating services for the following:

- City of Oakland Park
- City of Coconut Creek
- City of Lauderhill
- Town of Pembroke Park
- Town of Davie
- City of Pembroke Pines
- City of Weston
- City of West Palm Beach
- Town of Jupiter
- FPL
- FDOT
- Marathon Oil Corp.
- Citgo Petroleum
- Port Everglades (Broward County)
- Coral Springs Improvement District
- Palm Beach County Water Utilities
- City of Margate
- Mastec
- Infratech
- Handex Consulting

Additionally, in the past, CAS has performed various locating services for the following:

- Town of Golden Beach
- City of Sweetwater
- City of Tampa
- City of Aventura
- City of North Miami Beach
- City of North Miami
- City of Cooper City
- Broward County
- Pasco County
- Miami-Dade County
- Palm Beach County
- Sarasota County
- Collier County
- NASA Kennedy Space Center
- Hardee County
- AT&T / BellSouth
- US Military Facilities
- City of Miami Gardens
- Village of Bal Harbour
- US Navy, NAS Key West
- TECO Peoples Gas
- Tampa Electric
- Martin County
- Colonial Pipeline
- Marathon Pipeline
- Valero Energy
- Armada Hess
- Motiva (Shell) Enterprises
- Port of Tampa
- Port of Jacksonville
- Koch Pipeline
- Buckeye Partners
- Progress Energy
- Orange County
- JEA
- US Park Service
- Central Intelligence Agency
- US Air Force
- US Army
- Balfour Beatty / Parsons Brinkerhoff



C. Experience with Sunshine State One Call of Florida (2 pages)



Craig A. Smith & Associates

Engineers • Surveyors • Subsurface Utility Engineering
3D Subsurface Imaging • Utility Coordination

C – EXPERIENCE WITH SUNSHINE STATE ONE CALL OF FLORIDA

CAS has performed and complied with Sunshine State One Call of Florida since 1999. We have successfully performed the like services for dozens of clients throughout the State of Florida including working for the Town of Jupiter since 2015.

In an effort to simplify and best communicate with our clients, we utilize the Utilisphere ticket management system. It is a 100% web based application that covers all aspects of ticket management including: Automated screening and assigning of tickets, mobile field access, positive response to one call center and excavator, mapping integration using your map data, Locator auditing, numerous reports, client access, damage investigation and claims management, photo / sketch attachments, seamless billing based on completion screens and time reporting and payroll.

Utilisphere automatically responds to the Sunshine One Call online positive response program at the time the ticket is completed. This ensures no late tickets and that the status of the ticket is updated at the Sunshine One Call Center.

CAS is currently (or has been) the Sunshine One Call respondent for the following:

- Bal Harbour Village
- Broward County
- Palm Beach County
- City of Aventura
- City of Coconut Creek
- City of Cooper City
- City of Hollywood
- City of Lauderhill
- City of North Miami
- City of Pembroke Pines
- City of Margate
- City of West Palm Beach
- City of Weston
- Martin County
- TECO Gas (South Florida)
- TECO Electric
- Town of Davie
- Town of Jupiter
- Town of Pembroke Park
- CBRE Park of Commerce

CAS has the experience needed and the processes already in place for effectively utilizing and complying with the requirements of the Sunshine State one Call of Florida System.



D. Qualification/Experience of Core Team (2 pages)



Craig A. Smith & Associates, Inc.

Engineers • Surveyors • Subsurface Utility Engineering
3D Subsurface Imaging • Utility Coordination

D - QUALIFICATION/ EXPERIENCE OF CORE TEAM

CAS staff members have extensive background and training in the areas of Utility Locations, Subsurface Utility Engineering and Utility Survey/Mapping. In addition to extensive training, CAS staff members have received numerous awards and certificates related to Utility Locating.

All CAS locators have been extensively trained in EM locating theory and application, GPR theory and application, utility ticket management, one call coordination, vacuum soft digs and 'Customer First' programs.

Please refer to staff resumes for training and certification lists.

Core Team

Stephen C. Smith, President, will serve as the QA/QC Officer for this project. Mr. Smith's responsibilities include management of daily business operations for the 44+ member civil engineering, surveying and utility locates firm with gross sales of \$7+ million. He oversees all areas of business including engineering, surveying, construction management and utility locates services, accounting and human resources. He ensures proper allocation of resources, staffing, financial management, quality control and timely project completion.

Jim Driscoll, Vice President of Utility Locates has over 33 years of experience in engineering, survey and utility locates. Mr. Driscoll coordinates the utility locate crews that perform horizontal locates as well as vertical utility locating using both vacuum pothole digging and ground penetrating radar (radar tomography).

Alan Lopez, SUE Manager, has over 23 years of experience in the utility locating, subsurface utility engineering and utility construction fields. He is responsible for overseeing field crew operations in vacuum soft digs, ground penetrating radar and utility mapping.

Tony Urena, Utility Locator, has 25 years of experience as a Utility Locator utilizing Electromagnetic and 2D Ground Penetrating Radar equipment and is currently the locator assigned to the Town of Jupiter.

Frank Medina Gonzalez, Utility Locator, has 5 years of experience as a Utility Locator utilizing Electromagnetic and 2D Ground Penetrating Radar equipment and is currently the secondary/back up locator assigned to the Town of Jupiter.

CAS employs 18 locators all of whom work as a team to support each other in their assigned location as needed. At any given time, our locators are spread out across Broward and Palm Beach County.

See Section B for our Qualification and Experience with a list of current utility locate projects similar to the Town of Jupiter.



E. Communication of Core Team (2 pages)

CAS will staff this project with **local area employees** working from our Palm Beach County Corporate Office located at 4152 West Blue Heron Boulevard, Riviera Beach and our office at 1425 E. Newport Center Drive, Deerfield Beach Florida. These employees are the same ones currently assigned to the Town of Jupiter and who perform your locating services.

Two of the core team members live in Palm Beach County and commute to the Town of Jupiter directly and can be available for emergency locates at any time. Our assigned locator resides in Martin County and is also available for any emergency as needed. **Responsiveness is therefore unmatched.**

All staff are **appropriately equipped with vehicle and locating equipment necessary to perform their job at the highest level.** All locators and supervisors are provided with proper communication tools such as mobile phones, laptop computer and/or tablets with internet access. Additionally, each has both electromagnetic and ground penetrating radar equipment to perform sunshine one call locates.

Our locators are experienced and capable of dealing with day-to-day issues and responding immediately to client issues or inquiries on One Call tickets. All locators have access and are trained to utilize our ticket system – Utilisphere which is the ticket management system that receives and assigns the automated Sunshine One Call tickets. Should situations or issues arise that are beyond the locator's capabilities, the local Supervisor will be brought in immediately to address the issue. Should the supervisor not be able to resolve the issue, the Vice President will be brought in and if the issue persists, the Principal in Charge will be brought in for resolution. **Our team works together on a daily basis in a supportive work environment conducive to job satisfaction. We know happy employees perform well!**

Our office is staffed with a receptionist that answers calls and communicates immediately with the team for any questions on One Call Tickets. There is never a need for clients and contractors to navigate an answering system as their calls are answered by our **live operator.**

We know that communication is the key to successful project performance.





F. Project Approach (2 pages)



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F - PROJECT APPROACH

CAS has provided the Town of Jupiter Utilities (TOJU) utility locating and limited soft dig services for the past nine (9) years.

Our approach is to provide sufficient qualified staff to properly respond to all requests to locate tickets received in each area. These staff members will be trained in accordance with CAS guidelines and will adhere to the CAS One Call Locating Policy Manual. Each staff member is trained and evaluated for understanding of the entire process, ability to perform the required services, understanding and use of the ticket management system, compatibility with other staff, supervisors and training managers and acceptability to the TOJU as a proper field representative. Each utility location staff member is provided and assigned a laptop computer with wireless, high-speed internet access provided by Verizon Wireless. This system provides for the nearly instant receipt of ticket notices and messages from supervisors or management. Each utility location staff member will be provided with and assigned a Verizon cell phone, which, in addition to normal voice communications, will also receive instant notice of any request to locate tickets labeled as Emergency.

CAS has determined specific personnel requirements for the Contract. CAS will assign a specific Project Director to act as the primary liaison between CAS and the TOJU on all matters. Jim Driscoll is the Project Director and Vice President of Utility Locates, a highly trained locator and understands the rigors of the job from both the field and supervisory aspects.

This contract will have a permanently assigned Locator. The Locator will report directly to the Project Director for Training and Quality Assurance. The Locator will adhere to company and TOJU policies/procedures. Additionally, the Locator as well as the Director will be the primary responders in the event of a suspected damage.

State-of-the-Art Equipment

CAS is proposing to provide and utilize the absolute state-of-the-art in electronic locating equipment, our staff will be equipped with either the **Metrotech i5000 locating system** or the **Vivax Vloc Pro**, both of which are technologically advanced and offer highly accurate locate readings. Additionally, CAS Locators will be further equipped with **Impulse Radar Pinpoint GPR units**, all of which represent superior capabilities and are the latest in state-of-the-art locating equipment. All of this equipment is the latest technology and represents the approach and attention to detail that CAS utilizes in its work efforts. Purchasing, utilizing and maintaining top of the line equipment is more expensive but we are confident that the end result will benefit TOJU in terms of accuracy, expediency and reporting data that can and will be provided as a result of their usage. There are other alternatives for cheaper equipment, but we believe such equipment also represents a lower overall value to TOJU. CAS is committed to providing the best personnel and best equipment possible towards this contract and providing the best overall value for TOJU and its customers.

Field Practices and Methodology

Each locator is trained in accordance with CAS standards and must understand and follow the CAS One Call Locates Policy Manual (available for review). Each locator is provided state-of-the-art locating instruments and is trained in their proper use and maintenance. Training in the use and maintenance of the assigned locate devices is initially provided by a factory representative. Follow-up training is provided by the Training General Manager and additional factory reps. Each locator is further equipped with a digital camera/phone for recording images of each locate performed. The resulting digital images (minimum three (3) per locate) are uploaded to the ticket management system and permanently attached to the corresponding locate ticket. This data, including the ticket and all its time stamped tracking and



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F - PROJECT APPROACH

remarks, are then stored on the ticket management server and is instantly viewable by supervisory personnel and the client. The data remains on the ticket management server for a period of at least one year. All tickets and their associated attachments are archived onto completely searchable CD/DVD-ROMs for later use by the client. The entire locate process is spelled out in the One Call Locate Policy Manual. CAS locators will perform locates in accordance with CAS Policy and safety standards agreed with the client.

CAS locators will respond to locate requests within the statutorily required two business days. Each locator has read and fully understands the Dig Law as well as CAS Policy. Locators will exhaust all means at their disposal to properly locate assigned systems. In the event of a difficult locate, or encountering an identifiable, but unlocatable facility, the locator will contact his Lead Locator for advice and assistance. Each Lead Locator and the Training Manager are equipped with multiple locate technologies. The Lead Locator will assist the locator in properly locating the subject facility utilizing any and all means at their disposal. All available efforts and techniques will be exhausted prior to notifying the client of an issue regarding the facility. Notes regarding such difficult locates will be compiled and forwarded to the client for evaluation. Notes may include suggestions for future locates such as placement of EMS markers or some other form of tracing medium.

CAS locators respond to all emergency locate requests within two hours of notice receipt. The ticket management system automatically notifies the locator on his laptop and cellular phone of an emergency notice. Additionally, the lead locator is also notified to ensure proper receipt and follow-up on emergency requests.

Vehicles, Paint & Flags

CAS equips each locator with a reliable vehicle to perform his/her job functions. The vehicle will be plainly and obviously marked with the CAS logos. Each vehicle will be further identified with a clearly visible vehicle number and a method to report driving violations.

All CAS vehicles are equipped with GPS tracking systems with real-time reporting to management staff. The GPS tracking system is used to substantiate locator activities, stop locations and durations, ticket routes and potential driving offenses.

CAS will utilize low impact marking products from a national manufacturer / supplier that conforms to contract requirements. Marking mediums will be low impact for all areas throughout the Town's coverage area. CAS will utilize marking flags emblazoned with the CAS logo (unless the Town prefers otherwise), website address and contact number. Samples of this product will be provided as necessary.



G. Current Capacity and Scheduling (2 pages)



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G - CURRENT CAPACITY AND SCHEDULING

Company Capacity

CAS currently employs 44+ full-time staff members. Staff is divided in the following positions:

<u>Position</u>	<u>No.</u>
a. Professional Engineers:	7
b. Professional Surveyors:	2
d. Certified CAD Operators:	3
g. Survey Technicians:	6
h. SUE Technicians	2
i. Utility Locators:	18
j. Inspectors:	2
k. Accounting:	3
l. Clerical:	2

Craig A. Smith & Associates is a well-established, local firm with 44 years of experience. Of those, 25 years have been in providing utility locate services in South Florida and we have provided utility locates services for the Town of Jupiter for 9 years.

CAS will utilize local experienced personnel to staff this project as follows.

<u>Position</u>	<u>No.</u>
a. Project Director	1
b. Project Supervisor	1
c. Lead Locator	1
d. Utility Locators	2
e. Admin Assistant	1

The above staff will perform the work on a daily basis and have the experience needed to ensure the ability to meet the Town's needs for responsiveness, schedule and accuracy of locates.

Alan Lopez is the Project Supervisor will oversee the daily activity of the assigned locators and ensure that adequate staff are always allocated to undertake locates services for the Town using the One Call system which is already set up and in place for this project.

Jim Driscoll as the Project Director/VP of Utility Locates is always accessible and field based to rotate to any project that may need his input.

Tony Urena is your current locator and will continue to be assigned to the Town of Jupiter and his back up locator is Frank Medina. Both of these locators are currently assigned to the Town of Jupiter.

Anticipated Workload

CAS has locators and support team are already assigned to your project and the anticipated workload has already been accounted for.



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G - CURRENT CAPACITY AND SCHEDULING

We have the core team already in place and, if selected, there will be no transitional down time in starting up services. We are poised to continue our work and are therefore able to be 100% responsive to your needs.

Project schedules are monitored daily by the local supervisor, weekly by the vice president and monthly by the principal in charge. Should there be an extraordinary event where the locator is unable to properly respond to one call tickets, it is immediately recognized and addressed by the local supervisor. Either the local supervisor will assist in completing the tickets or additional locators will be brought in from other areas to help out.

Our existing team of local, tenured staff currently provide these services for the Town of Jupiter, and we pride ourselves on our ability to be flexible and adjust our workload and staffing as needed. This experience ensures that we can always meet the Town's need for responsiveness, schedule, and accuracy of locates, while also providing reliable and efficient service.



Know the Color Code

WHITE:	Proposed Excavation
PINK:	Temporary Survey Markings
RED:	Electric Power Lines, Cables, Conduit and Lighting Cables
YELLOW:	Gas, Oil, Steam, Petroleum or Gaseous Materials
ORANGE:	Communication, Alarm or Signal Lines, Cables or Conduit
BLUE:	Potable Water
PURPLE:	Reclaimed Water, Irrigation and Slurry Lines
GREEN:	Sewer and Drain Lines

811 Know what's below.
Call before you dig.



H. Reporting and Invoicing (1 page)



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H - REPORTING AND INVOICING

CAS utilizes the *Utilisphere* ticket management application. Utilisphere is a 100% web based application that covers all aspects of ticket management including: automated screening and assigning of tickets, mobile field access, positive response to one call center and excavator, mapping integration using your map data, locator auditing, numerous reports, client access, damage investigation and claims management, photo / sketch attachments, seamless billing based on completion screens and time reporting and payroll.

The Town of Jupiter Utilities will be provided real-time online access to Utilisphere through a web based login. Once in the system, you have the ability to search for tickets, run reports, and view all ticket audit trails and attachments. Because Utilisphere is web based, there will be nothing to install on your side. All you need is a web browser to access the system. Utilisphere provides an intuitive / easy to use interface for all your needs. All comments and ticket history are stored in a time and date stamped audit trail. Users do not have the ability to manipulate the audit trail as it is based off the host server clock.

Several reports allow you to monitor the efficiency of our efforts. Specifically the Compliance Report provides you with a quick overview of our ability to meet the contractor specified start date and times. Other reports that you may find useful include: Ticket distribution by area, Ticket completion breakdown (i.e. what percentage were cleared in the field vs. located), Past Due report, Daily Ticket Total Report, Billing Reports and Compliance Reports.

In addition to all the reports contained in Utilisphere, the Town of Jupiter Utilities will also be provided full access to the ticket view. Utilisphere automatically responds to the Call Sunshine online positive response program at the time the ticket is completed. This ensures no late tickets and that the status of the ticket is updated at the Sunshine One Call Center.

All billing information can be extracted from the system and formatted to your requirements outlined above. We have complete capability to provide Excel spreadsheets from the system. All billing rules and charges are set up in a user configurable table so that the locators can simply close the tickets in the field without having to know about choosing the correct billing code. The billing is generated online from the Utilisphere application. We can configure the backup data to include all information that you desire (i.e. ticket #, place, street name, contractor, type of work, etc.). The entire invoice and backup data can be sent electronically in Excel /pdf format as needed.

Invoicing and supporting documentation can be tailored to meet your requirements.



I. Completeness of Proposal

- **Additional Information (2 pages)**
 - **Proposal Form**
 - **Proposer's Questionnaire**
 - **Everify Affidavit**
 - **References**
- **Quality Assurance and Quality Control**
 - **Licenses and Firm Documents**
 - **Work Product and Invoices**
 - **Resumes of Core Team**



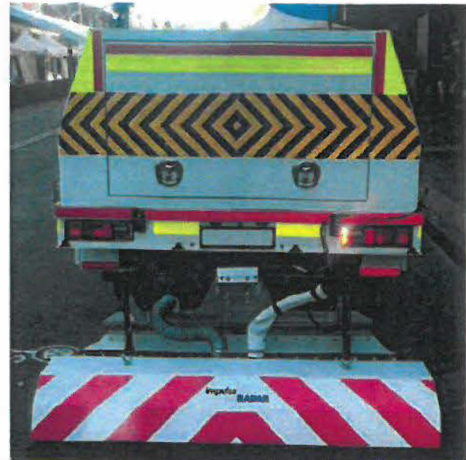
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I – Additional Information

SUBSURFACE UTILITY ENGINEERING (SUE) – 3-D RADAR TOMOGRAPHY

General Summary

With over 44 years in business, our staff of 43+ professional and technical personnel specialize in providing quality professional services to our clients. CAS has extensive experience in subsurface utility engineering (SUE) and employs the **latest state-of-the-art technologies**. In addition to traditional methods of utility locating such as vacuum excavation (potholing), electromagnetic (EM) induction for tonable utilities, and 2-D Ground Penetrating Radar (GPR), CAS can utilize a **proprietary patented scanning technology known as 3-D Radar Tomography for subsurface utility investigations**. 3-D Radar Tomography is a powerful scanning technology which provides for a continuous 3-dimensional scan of subsurface utilities with high levels of accuracy. CAS has utilized this technology in effectively locating subsurface utilities in South Florida with proven results for over 20 years. In today's congested utility corridors accurate and comprehensive utility locates is essential to sound utility engineering design. Studies have documented a **\$4.62 return** on every \$1 invested in traditional SUE and an FDOT documented a **\$12.00 return** on every \$1 invested in 3-D Radar Tomography.



Recent Palm Beach County Utility Locate Experience includes:

Project Title	Project Description/Scope	Year Completed
City of Riviera Beach	Performed surveying and subsurface utility engineering as a subconsultant to RADISE International. for the City of Riviera Beach. Services included performing Ground Penetrating Radar (GPR) services for both the existing and proposed new water treatment plant sites for the City of Riviera Beach WTP. Survey services were also provided – Map of Specific Purpose Survey for plant sites and soil borings. Project Cost: \$28,790 Key CAS Staff: James Driscoll, Robert Keener	2024
City of Delray Beach WTP	Performed surveying and subsurface utility engineering as a subconsultant to CDM Smith for the City of Delray Beach. Services included performing utility location and verification services within a 10 acre area at the City of Delray WTP using APWA standards for marking. A subsurface ground penetrating radar unit was used in addition to electromagnetic induction to perform/verify horizontal locations of existing utility lines. Also performed utility test holes (soft digs) to show utility depth, elevation, size n material and type. Map of topographic survey was also performed. Project Cost: \$49,340. Key CAS Staff: James Driscoll, Robert Keener	2024
City of Delray Beach: Germantown Roadway & Drainage Improvements	Performed surveying and subsurface utility engineering as a subconsultant to Propel Engineering, Inc. for the City of Delray Beach. The scope of work included soft digs at thirty-five (35) locations to verify depths, sizes and materials of conflicting buried utilities. Project Cost: \$95,970 Key CAS Staff: James Driscoll, Robert Keener	2022
City of Delray Beach: Lindell Boulevard Improvements	Performed survey and subsurface utility engineering as a subconsultant to Kimley-Horn & Associates, Inc. for the City of Delray Beach. The scope of work	2022



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I – Additional Information

	included soft digs at forty (40) locations to verify depths, sizes and materials of conflicting buried utilities. Project Cost: \$98,470 Key CAS Staff: James Driscoll, Robert Keener	
PBC Engineering & Public Works: Northlake Boulevard Roadway & Drainage Improvements - Phase I: Intersection Coconut Blvd. & Northlake Blvd. & Phase II: West of Stone Wall Drive to east of SR-7	Performed subsurface utility engineering as a subconsultant to HSQ Group, Inc. for Palm Beach County Engineering & Public Works. The scope of work included soft digs at six (6) and 2D ground penetrating radar at designated locations to verify depths, sizes and materials of a newly installed 6" gas main and an existing 12"/16" water main to identify utility conflicts within the road right-of-way for proposed roadway and drainage improvements along Northlake Boulevard. Project cost: \$3,870 Key CAS Staff: James Driscoll, Robert Keener	2021
PBC Engineering & Public Works (thru PBCWUD): Belvedere Road and LWDD E-3 Canal - Locating 12" Water Main, 12"/14" Force Main & 16"/20" Raw Water for new bridge and drainage improvements	Performed subsurface utility engineering as a subconsultant to Mock Roos & Associates, Inc. for Palm Beach County Engineering & Public Works. The scope of work included soft digs at sixteen (16) and 2D ground penetrating radar at designated locations to verify depths, sizes and materials of buried force main, water and raw water main to identify utility conflicts for proposed bridge and drainage improvements along Belvedere Road at the LLWDD E-3 Canal crossing. Project cost: \$7,070. Key CAS Staff: James Driscoll, Alan Lopez	2021
PBC Engineering & Public Works (thru PBCWUD): Haverhill Road & Okeechobee Boulevard Traffic Signal Intersection Improvements - Locate 8"-12" Water Main	Performed subsurface utility engineering as a subconsultant to Mock Roos & Associates, Inc. for Palm Beach County Engineering & Public Works. The scope of work included soft digs at six (6) and 2D ground penetrating radar at designated locations to verify depths, sizes and materials of buried water utilities to ensure no conflicts for traffic signal improvements at the intersection of Haverhill Road and Okeechobee Boulevard. Project cost: \$2,820. Key CAS Staff: James Driscoll, Alan Lopez	2021
Palm Beach Water Utilities Department: Century Village South - Master Water Meter Installation Project	Performed subsurface utility engineering as a subconsultant to Mock Roos & Associates, Inc. for the Palm Beach County Water Utilities Department. The scope of work included soft digs at forty-four (44) designated locations and 2D ground penetrating radar to verify depths, sizes and materials of the existing water distribution system in order to update record drawings and determine the optimum location for the installation of master water meter installations. Project cost: \$22,480. Key CAS Staff: James Driscoll, Alan Lopez	2021
City of Boynton Beach: Silverwood (Hypoluxo Rd.) Force Main Extension Project	Performed survey and subsurface utility engineering as a subconsultant to Carollo Engineers, Inc. for the Palm Beach County Water Utilities Department. The scope of work included, survey, soft digs at twenty (20) designated locations including 2D ground penetrating radar to verify depths, sizes and materials of conflicting buried utilities for the installation of a force main extension. Project cost: \$45,375. Key CAS Staff: James Driscoll, Robert Keener, Alan Lopez	2021
PBC Engineering & Public Works: Yamato Road from Lake Ridge Blvd. to West of Florida's Turnpike Drainage Improvements	Performed subsurface utility engineering as a subconsultant to Mock Roos & Associates, Inc. for Palm Beach County Engineering & Public Works. The scope of work included soft digs at six (6) and 2D ground penetrating radar at designated locations to verify depths, sizes and materials of buried utilities to ensure no conflicts for the roadway drainage improvements on Yamato Road. Project cost: \$2,820. Key CAS Staff: James Driscoll, Alan Lopez	2020

Part V – Proposal Form

Proposer Company Name: Craig A. Smith & Associates, LLC

**PROPOSAL
TO
TOWN OF JUPITER UTILITIES
FOR THE
UTILITY LOCATING SERVICES CONTRACT (W2438)**

Town of Jupiter
210 Military Trail
Jupiter, Florida 33458

Gentlemen:

The undersigned as Proposer does declare that no person or persons other than the Proposer herein named had any interest in this Proposal or in the contract to be taken, and that it is made without any connection with any other person making a Proposal for the same item(s), and is in all respects fair and without collusion or fraud.

The undersigned further declares that he has carefully examined this Request for Proposals and is thoroughly familiar with its provisions and with the quality, type and Scope of Services called for in the Statement of Work and the general scope of services as follows:

The Town of Jupiter is requesting proposals from qualified, experienced, and professional organizations to provide utility locating services for the following buried utilities: potable water transmission and distribution mains (approx. 479 miles) located within the Town's water service area; potable water transfer mains (approx. 0.47 miles) located between the water treatment plant and ground storage tanks; raw water transmission mains (approx. 19.5 miles) located between well sites and the water treatment plant; electrical distribution lines (approx. 8.5 miles) located between electrical/generator buildings and well sites; concentrate and waste stream mains (approx. 1.13 miles) located between Loxahatchee River District (LRD), the water plant and the Loxahatchee River; surface water recharge transfer mains (approx. 2.0 miles); and fiber optic lines (approx. 6.2 miles) located between Town Hall, the water plant, the Utility Field Office (UFO) and various well sites. Interested proposers must have extensive experience with the Florida Sunshine One Call system, provide sufficient qualified staff, provide equipment and supplies to perform the duties of the contract as described in the Request for Proposal documents, and be licensed in the State of Florida to conduct such business. The initial term of the contract will be for one year, with the option to renew annually, by mutual agreement for (3) additional one (1) year periods up to a cumulative total of four (4) years.

The undersigned further declares that he proposes to provide the services required by the contract within the specified time in this Proposal for the following prices.

The undersigned furthermore agrees that, in case of failure on his part to execute said contract within (15) days after being awarded the contract may forfeit his right to the contract and TOWN may choose to offer the contract to the next low Proposer or re-bid the contract.

The undersigned understands and accepts that the Contract commences on date of Notice to Proceed and that the Contract contains the option for annual renewal, by written mutual agreement for three (3) additional one (1) year periods up to a cumulative total of four (4) years.

The undersigned, acknowledges that payments made by the Town of Jupiter will be made via electronic funds transfer (EFT) and Contractor will provide the Town of Jupiter with the information required to become a vendor for the Town and receive EFT payments.

The undersigned agrees that all bid documents issued for this Contract, including addenda, have been reviewed and site visits performed, as necessary to provide a comprehensive bid. The undersigned acknowledges receipt of 0 (insert number) Addenda for this Bid.

The undersigned is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this contract and in furtherance thereof may demand and obtain records and testimony from the contractor and its subcontractors and lower tier subcontractors. The contractor understands and agrees that in addition to other remedies and consequences provided by law, the failure of the contractor or its subcontractors or lower tier subcontractors to fully cooperate with the Inspector General when requested may be deemed by the municipality to be a material breach of this contract justifying its termination. The Office of Inspector General in Palm Beach County is established by Palm Beach County Code, Section 2-421 - 2-440. Failure to cooperate with the Inspector General or interfering with or impeding any investigation shall be in violation of Palm Beach County Code, Section 2-421 – 2-440, and be punished pursuant to Section 125.69, Florida Statutes, in the same manner as a second degree misdemeanor.

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The undersigned states that this proposal is the only proposal for this project in which he is interested and certifies that all of the information provided in this proposal is true and correct.

SUBMITTAL DATE July 24, 2024

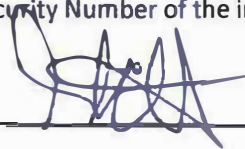
FIRM NAME Craig A. Smith & Associates, LLC

FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN) 86-3889398

(if the entity has no FEIN, include the Social Security Number of the individual signing this Proposal

_____.)

SIGNATURE OF RESPONSIBLE OFFICIAL _____



PRINT NAME AND TITLE OF RESPONSIBLE OFFICIAL Stephen C. Smith, P.E., President

EMAIL ADDRESS OF RESPONSIBLE OFFICIAL ssmith@craigasmith.com

BUSINESS ADDRESS 1425 E. Newport Center Drive, Deerfield Beach, FL 33442

BUSINESS TELEPHONE 561 314 4445

STATE OF INCORPORATION Florida

NAME & CONTACT INFORMATION OF PERSON IN RESPONSIBLE CHARGE OF THE WORK UNDER THIS CONTRACT

James Driscoll 754 224 6470 jdriscoll@craigasmith.com

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Part VI – Proposer’s Questionnaire

PROPOSER’S QUESTIONNAIRE UTILITY LOCATING SERVICES CONTRACT FOR TOWN OF JUPITER (W2438)

It is understood and agreed that the following information is to be used by the Town to determine the qualifications of prospective firms to perform the work required. The Proposer waives any claim against the Town that might arise with respect to any decision concerning the qualifications of the proposer.

The undersigned attests to the truth and accuracy of all statements made on this questionnaire. Also, the undersigned hereby authorizes any public official, Engineer, Surety, bank material or equipment manufacturers or distributor, or any person, firm or corporation to furnish the Town of Jupiter any pertinent information requested by the Town deemed necessary to verify the information on this questionnaire.

This 24th day of July, 2024.

Craig A. Smith & Associates, LLC

Name of Organization/Proposer

Submitted by: Stephen C. Smith, P.E., President

Name and Title

(If more space is needed, please attach additional sheets.)

1. Type of Organization: Corporation, Partnership, Joint Venture, Individual or other? (circle one)

2. If a Corporation, answer the following:

When incorporated May 13, 2021

In what State Florida

Name of Officers: President Stephen C. Smith, P.E., President

Vice President Robert Keener, PSM - Vice President

Secretary _____

Treasurer _____

3. If a Partnership, answer the following:

Date of organization _____

General Limited Partnership _____

Name and address of each partner:

4. Firm's name and main office address, telephone, fax number, and e-mail address, contact person:

4152 W. Blue Heron Blvd, Suite 116, Riviera Beach, FL 33404 561 314 4445

1425 E. Newport Center Drive, Deerfield Beach, FL 33442 954 782 8222

5. Firm's previous names (if any) What year(s)

Craig A. Smith & Associates, Inc 1980-2021

6. How many years has your organization been in business? 44

7. Describe organization profile, including the size, range of activities, licenses, etc.

Engineering, Surveying, Utility Locates

Engineering License 35173 Survey License LB3110

Please see Tab B for qualifications and Tab I for licenses
(Attach additional pages if necessary)

8. Number of full time personnel:

	Current	Maximum	Minimum
a. Partners	1		
b. Managers	4		
c. Supervisors Senior Staff	5		
d. Other Staff	34		
e. Total number of full time personnel	44		

9. What is the experience of the principals and supervisory personnel of your organization in field locating existing utilities? (Attach resumes)

Name & Title	Years of Experience	% of Time to be Spent on Town Projects	In What Capacity
Stephen C. Smith, P.E., President	38	10%	QA/QC
James Driscoll	33	30%	Project Director
Alan Lopez	23	30%	Field Supervisor

10. Firm's experience with similar contracts over the past ten years. Indicate Client, Proposer's team member(s) involved in performing the work of the contract and the nature and extent of the Work performed. (Attach additional pages as needed)

Client Name	Proposer's Team Members	Nature and Extent of Work Performed
Town of Jupiter	James Driscoll, Alan Lopez	One Call Utility Locates Contract
Palm Beach County	James Driscoll, Alan Lopez	One Call Utility Locates Contract
City of West Palm Beach	James Driscoll, Alan Lopez	One Call Utility Locates Contract
City of Coconut Creek	James Driscoll, Alan Lopez	One Call Utility Locates Contract
City of Lauderhill	James Driscoll, Alan Lopez	One Call Utility Locates Contract
Town of Pembroke Park	James Driscoll, Alan Lopez	One Call Utility Locates Contract

Town of Davie James Driscoll, Alan Lopez One Call Utility Locates Contract

11. Provide an organizational chart identifying the role and description of key personnel proposed. (Attach org chart)

Attached as requested.

12. State your firm's commitment to perform in a timely fashion:

CAS commits to perform utility locate services in a timely manner and has experienced employees on staff that currently provide these services for the Town of Jupiter. We also have the resources and equipment together with processes in place which will allow CAS to continue to provide these timely utility locates services for the Town.

13. Submit the current and projected workloads of identified key personnel to be assigned to this contract.

Key Personnel	Current and Projected Workloads
Stephen C. Smith, P.E.	10%
James Driscoll	20%
Alan Lopez	25%
Tony Urena	100%
Frank Medina Gonzalez	50%

14. State your firm's ability to meet schedule with accuracy:

Our firm has a proven track record of meeting schedules and providing accurate utility locate services.

We understand the importance of timely and precise locates to prevent delays and reduce costs for our clients.

Our trained technicians use advanced equipment and techniques to locate underground utilities with precision

and efficiency. We also work closely with our clients to plan and coordinate our services to align with project schedules. With our expertise and commitment to accuracy, we are confident in our ability to meet your needs.

15. Describe your QA/QC program as it relates to the documentation of tickets received from Sunshine State Once Call and other documentation to be submitted to the Town as described by the Bidding Documents.

Our firm has a well-established QA/QC program that ensures the accuracy and timeliness of all utility locate services.

Our program is specifically designed to manage and track all information related to tickets received from Sunshine

State 811 to ensure they are addressed quickly and efficiently. Our system is equipped with various quality control

checkpoints throughout the entire process, which include: initial field data collection, data entry and mapping, and final reports. Additionally, we have certified and experienced staff in place, who have been with the company for a significant amount of time, providing evidence of their expertise and qualifications to handle complex jobs.

16. How does your firm address errors resulting from locating existing utilities? How does your firm minimize errors in locating existing utilities? Describe firm's processes for reviewing documents to ensure accurate locates.

Our QA/QC lead reviews plans with locators. Management reviews locate equipment with locator.

Marks and flags are reviewed. All processes are reviewed with locators and corrective action taken if

needed. We strictly adhere to our policies and procedures and our field supervisor is hand on to ensure we

minimize errors.

17. Describe your billing process. How are 500 Foot Intervals per ticket are tracked and billed? How is time tracked and billed? How are budgets tracked? How will budget overruns to the Town be avoided? How and when will the Town be notified of potential budget overruns?

Tickets are tracked through the Utilisphere Program. Clients are billed based on

tickets completed. The Town can be notified of any projected budget overruns on

a quarterly basis or as needed.

18. Has the Proposer or any principals of the applicant's organization failed to qualify as a responsible, qualified bidder/proposer on previous bids/RFP's; refused to enter into a contract after an award has been made; failed to complete a contract during the past five (5) years; or been declared to be in default in any contract or been litigation on any contract in the last five (5) years? If yes, please explain:

No

SPACE INTENTIONALLY LEFT BLANK
PROCEED TO NEXT SECTION

19. Has the proposer or any of its principals ever been declared bankrupt or reorganized under Chapter 11 or put into receivership?

Yes ()

No (X)

If yes, please explain:

20. List any lawsuits pending or completed involving the corporation, partnership or individuals with more than ten percent (10%) interest:

None

21. List any judgments from lawsuits in the last five (5) years:

None

22. List any criminal violations and/or convictions of the proposer and/or any of its principals:

None

23. Is firm claiming to be a Certified Minority Business Enterprise as defined by the Florida Small and Minority Business Assistance Act of 1985, and in accordance with Florida State Statutes, #287.09451?

Yes ()

No (X)

If "Yes" was checked, include a copy of certificate with proposal.

24. Describe any significant or unique accomplishment in previous contracts. Include any additional data pertinent to firm's capabilities.

~~CAS has a proven track record of accurately and efficiently providing utility locate services for utility owners, cities and counties in South Florida and we currently provide these services for the Town of Jupiter. Our team of experts have extensive, multi-decade tenure and experience in the industry. Our unique accomplishments include being one of the first firms to provide 3D utility mapping, which has helped our clients reduce costs and improve safety. We also utilize a web-based application to track and manage projects, which ensures real-time reporting and complete project management. Our team constantly updates its knowledge and skills to keep pace with the latest technology and regulations in the field, ensuring maximum efficiency and accuracy.~~

(End of Proposer's Questionnaire)

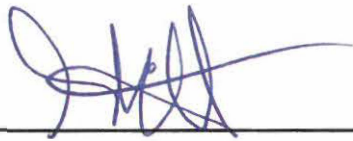
SPACE INTENTIONALLY LEFT BLANK
PROCEED TO NEXT SECTION

Contractor E-Verify Affidavit

I hereby certify that Craig A. Smith & Associates, LLC [insert contractor company name] does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

A true and correct copy of Craig A. Smith & Associates, LLC [insert contractor company name] proof of registration in the E-Verify system is attached to this Affidavit.



Print Name: Stephen C. Smith, P.E., President

Date: July 24, 2024

STATE OF FLORIDA

COUNTY OF Broward

The foregoing instrument was acknowledged before me by means of physical presence or / online notarization, this 7-24-24 (date) by Stephen Smith (name of officer or agent, title of officer or agent) of Craig A. Smith & Associates of contractor company acknowledging), a Florida (state or place of incorporation) corporation, on behalf of the corporation. He/she is personally known to me or has produced _____ (type of identification) as identification.

[Notary Seal]



Notary Public



Name typed, printed or stamped

Andrea Cole

My Commission Expires: 7-11-2027

Reference Check Form

REFERENCE CHECK FORM

Proposer Instructions: Fill out top portion only.
(Please print or type)

RFP Number : W2438	
Title: Utility Locating Services Contract	
Proposer/Respondent: <u>Craig A. Smith & Associates, LLC</u>	
Reference: <u>City of Coconut Creek</u>	Fax #: _____
Email: <u>chancock@coconutcreek.net</u>	Telephone #: _____
Person to Contact: <u>Chad Hancock</u>	

Reference Instructions: The above Proposer/Respondent has given your name to the Town of Jupiter as a reference. Please complete the information below and e-mail to stevenm@jupiter.fl.us prior to July 24, 2024.

Describe the scope of work of the contract awarded by your firm to this firm.

Was the project completed on time and within budget? _____

What was the project completion date? _____

How many projects has this firm completed for you within the past 5 years? _____

What problems were encountered (claims)? _____

How many change orders were requested by this firm? _____

How would you rate the firm on a scale of low (1) to high (10) for the following?

Professionalism _____

Final Product _____

Qualifications _____

Cooperation _____

Budget Control _____

Reliability _____

Would you contract with this firm again? Yes () No () Maybe ()

Reference Check Form

REFERENCE CHECK FORM

Proposer Instructions: Fill out top portion only.
(Please print or type)

RFP Number : W2438	
Title: Utility Locating Services Contract	
Proposer/Respondent: <u>Craig A. Smith & Associates, LLC</u>	
Reference: <u>City of Oakland Park</u>	Fax #: _____
Email: <u>chrisl@oaklandparkfl.gov</u>	Telephone #: <u>954 630 4441</u>
Person to Contact: <u>Chris Lips</u>	

Reference Instructions: The above Proposer/Respondent has given your name to the Town of Jupiter as a reference. Please complete the information below and e-mail to stevenm@jupiter.fl.us prior to July 24, 2024.

Describe the scope of work of the contract awarded by your firm to this firm.

Utility locates, CCNA for Engineering & Surveying

Was the project completed on time and within budget? Yes

What was the project completion date? On going

How many projects has this firm completed for you within the past 5 years? Hundreds (Locates) over 10 (Eng. & Surveying)

What problems were encountered (claims)? No claims

How many change orders were requested by this firm? None

How would you rate the firm on a scale of low (1) to high (10) for the following?

Professionalism 10

Final Product 10

Qualifications 10

Cooperation 10

Budget Control 10

Reliability 10

Would you contract with this firm again? Yes ☒ No ☐ Maybe ☐

Reference Check Form

REFERENCE CHECK FORM

Proposer Instructions: Fill out top portion only.
(Please print or type)

RFP Number : W2438

Title: Utility Locating Services Contract

Proposer/Respondent: Craig A. Smith & Associates, LLC

Reference: Town of Davie

Fax #: _____

Email: Bill Peele@davie-fl.gov

Telephone #: 954 327 3743

Person to Contact: Bill Peele

Reference Instructions: The above Proposer/Respondent has given your name to the Town of Jupiter as a reference. Please complete the information below and e-mail to stevenm@jupiter.fl.us prior to July 24, 2024.

Describe the scope of work of the contract awarded by your firm to this firm.

Was the project completed on time and within budget? _____

What was the project completion date? _____

How many projects has this firm completed for you within the past 5 years? _____

What problems were encountered (claims)? _____

How many change orders were requested by this firm? _____

How would you rate the firm on a scale of low (1) to high (10) for the following?

Professionalism _____

Final Product _____

Qualifications _____

Cooperation _____

Budget Control _____

Reliability _____

Would you contract with this firm again? Yes () No () Maybe ()

Reference Check Form

REFERENCE CHECK FORM

Proposer Instructions: Fill out top portion only.
(Please print or type)

RFP Number : W2438

Title: Utility Locating Services Contract

Proposer/Respondent: Craig A. Smith & Associates, LLC

Reference: Palm Beach County Water Utilities

Fax #: _____

Email: cthighbenny@pbwater.com

Telephone #: 561 493 6154

Person to Contact: Conrad Thirbenny, O&M Superintendent

Reference Instructions: The above Proposer/Respondent has given your name to the Town of Jupiter as a reference. Please complete the information below and e-mail to stevenm@jupiter.fl.us prior to July 24, 2024.

Describe the scope of work of the contract awarded by your firm to this firm.

Was the project completed on time and within budget? _____

What was the project completion date? _____

How many projects has this firm completed for you within the past 5 years? _____

What problems were encountered (claims)? _____

How many change orders were requested by this firm? _____

How would you rate the firm on a scale of low (1) to high (10) for the following?

Professionalism _____

Final Product _____

Qualifications _____

Cooperation _____

Budget Control _____

Reliability _____

Would you contract with this firm again? Yes () No () Maybe ()

Reference Check Form

REFERENCE CHECK FORM

Proposer Instructions: Fill out top portion only.

(Please print or type)

RFP Number : W2438

Title: Utility Locating Services Contract

Proposer/Respondent: Craig A. Smith & Associates, LLC

Reference: City of Weston

Fax #: _____

Email: Jmoreo@westonfl.org

Telephone #: 954 385 2000

Person to Contact: James Moreo

Reference Instructions: The above Proposer/Respondent has given your name to the Town of Jupiter as a reference. Please complete the information below and e-mail to stevenm@jupiter.fl.us prior to July 24, 2024.

Describe the scope of work of the contract awarded by your firm to this firm.

Was the project completed on time and within budget? _____

What was the project completion date? _____

How many projects has this firm completed for you within the past 5 years? _____

What problems were encountered (claims)? _____

How many change orders were requested by this firm? _____

How would you rate the firm on a scale of low (1) to high (10) for the following?

Professionalism _____

Final Product _____

Qualifications _____

Cooperation _____

Budget Control _____

Reliability _____

Would you contract with this firm again? Yes () No () Maybe ()

Reference Check Form

REFERENCE CHECK FORM

Proposer Instructions: Fill out top portion only.

(Please print or type)

RFP Number : W2438

Title: Utility Locating Services Contract

Proposer/Respondent: Craig A. Smith & Associates, LLC

Reference: City of Lauderhill

Fax #: _____

Email: hjohnson@lauderhill-fl.gov

Telephone #: 954 730 4207

Person to Contact: Herb Johnson, Utilities Director

Reference Instructions: The above Proposer/Respondent has given your name to the Town of Jupiter as a reference. Please complete the information below and e-mail to stevenm@jupiter.fl.us prior to July 24, 2024.

Describe the scope of work of the contract awarded by your firm to this firm.

Was the project completed on time and within budget? _____

What was the project completion date? _____

How many projects has this firm completed for you within the past 5 years? _____

What problems were encountered (claims)? _____

How many change orders were requested by this firm? _____

How would you rate the firm on a scale of low (1) to high (10) for the following?

Professionalism _____

Final Product _____

Qualifications _____

Cooperation _____

Budget Control _____

Reliability _____

Would you contract with this firm again? Yes () No () Maybe ()

Reference Check Form

REFERENCE CHECK FORM

Proposer Instructions: Fill out top portion only.

(Please print or type)

RFP Number : W2438

Title: Utility Locating Services Contract

Proposer/Respondent: Craig A. Smith & Associates, LLC

Reference: City of Pembroke Pines

Fax #: _____

Email: monty.sedlak@jacobs.com

Telephone #: 954 450 1060

Person to Contact: Monty Sedlak

Reference Instructions: The above Proposer/Respondent has given your name to the Town of Jupiter as a reference. Please complete the information below and e-mail to stevenm@jupiter.fl.us prior to July 24, 2024.

Describe the scope of work of the contract awarded by your firm to this firm.

Was the project completed on time and within budget? _____

What was the project completion date? _____

How many projects has this firm completed for you within the past 5 years? _____

What problems were encountered (claims)? _____

How many change orders were requested by this firm? _____

How would you rate the firm on a scale of low (1) to high (10) for the following?

Professionalism _____

Final Product _____

Qualifications _____

Cooperation _____

Budget Control _____

Reliability _____

Would you contract with this firm again? Yes () No () Maybe ()



Craig A. Smith & Associates

Engineers • Surveyors • Subsurface Utility Engineering
3D Subsurface Imaging • Utility Coordination

I – QA/QC

CAS has 25 years of experience in providing utility locates services for clients in South Florida.

Stephen C. Smith, P.E. President oversees QA/QC for the firm and ensures all staff are equipped to accurately and effectively perform their locating tasks.

Jim Driscoll, Vice President - Utility Locates, has 33 years of experience at CAS overseeing our locates crews..

Alan Lopez, Utility Field Manager, has worked with Jim for the last 16 years.

Our core employees work as one cohesive team.

We believe our experienced-based quality assurance and control make us a top choice to keep performing these services for the Town of Jupiter.

The fact that our firm is a stable, established firm that can adjust workloads as needed is also a plus. We are not a fly-by-night firm and we strive to keep our employees happy with good benefits and good pay.

Our firm has a well-established QA/QC program that ensures the accuracy and timeliness of all utility locate services. Our program is specifically designed to manage and track all information related to tickets received from Sunshine One Call to ensure they are addressed quickly and efficiently. Our system is equipped with various quality control check points throughout the entire process, which include: Initial field data collection, data entry and mapping and final reports. Additionally, we have certified and experienced staff in place who have been with the company for a significant amount of time, providing evidence of their expertise and qualifications to handle complex jobs.

State of Florida Department of State

I certify from the records of this office that CRAIG A. SMITH & ASSOCIATES, LLC is a limited liability company organized under the laws of the State of Florida, filed on May 13, 2021.

The document number of this limited liability company is L21000210726.

I further certify that said limited liability company has paid all fees due this office through December 31, 2024, that its most recent annual report was filed on January 26, 2024, and that its status is active.

Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
Twenty-sixth day of January,
2024



[Signature]
Secretary of State

Tracking Number: 6191259500

To authenticate this certificate, visit the following link, enter this number, and then follow the instructions displayed.

<https://www.floridastate.gov/verify>



WILTON SIMPSON

Florida Department of Agriculture and Consumer Services
Division of Consumer Services

BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS APPLICATION FOR CERTIFICATE OF AUTHORIZATION

Chapter 472, Florida Statutes:

Note: All documents and attachments submitted with this application are subject to public review pursuant to Chapter 119, F.S.

ADDITIONAL INFORMATION

License No. LB3110

BUSINESS INFORMATION

Business Name CRAIG A. SMITH & ASSOCIATES, LLC
FEIN
Business Address 21045 COMMERCIAL TRI
BOCA RATON, Florida, 33486-1006
Mailing Address 21045 COMMERCIAL TRI
BOCA RATON, Florida, 33486-1006
Email address acola@craigasmith.com
Website www.craigasmith.com
Business Phone 561-314-4445
Fax 561-314-4458

PRINCIPAL OFFICERS

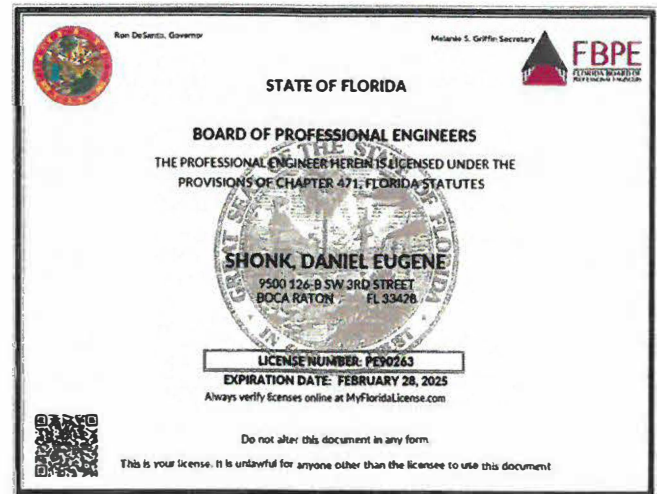
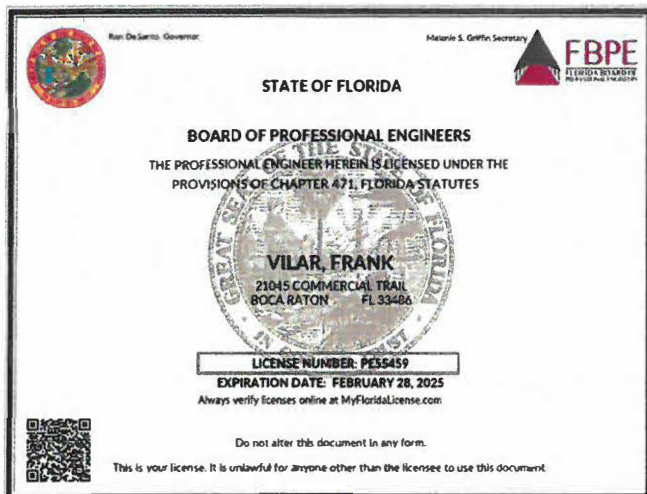
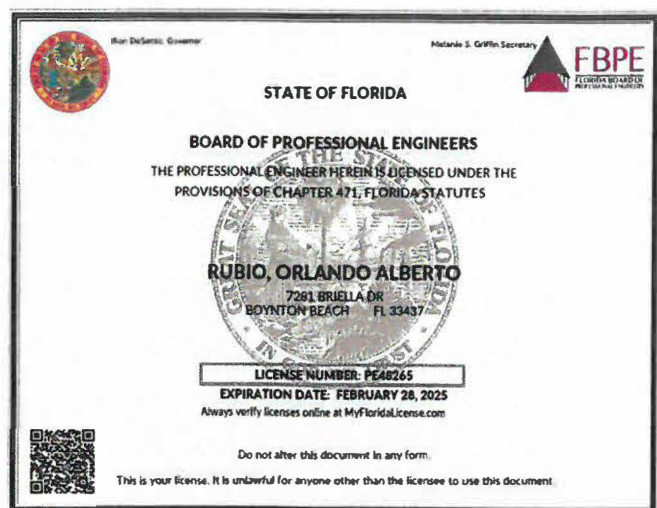
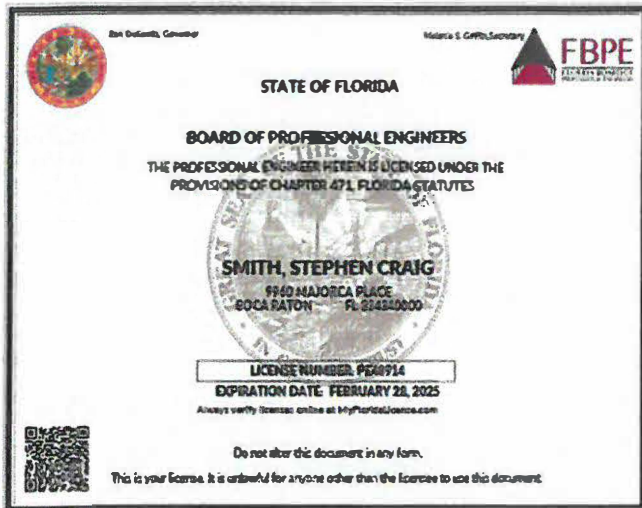
- License Number: L54846
Name: KEENER, ROBERT D
Address: 960 SE ATLANTUS AVE
City State Zip: FORT PIERCE, FL 34983-3906
Address Type: HOME
- License Number: L54846
Name: KEENER, ROBERT D
Address: 960 SE ATLANTUS AVE
City State Zip: FORT PIERCE, FL 34983-3906
Address Type: HOME

BRANCH OFFICES

AUTHORIZATION

I affirm that I have provided the above information completely and truthfully to the best of my knowledge. [X]

Meeting Address
Florida Department of
Agriculture and
Consumer Services
2003 Agricultural Parkway
Tallahassee, FL 32399-0700
www.FDOA.org
1-800-HELP-FLA
(435-7332) FL Only
850-488-2321 Calltag
Orlando Florida
Fax 850-410-1804



Florida Department of Agriculture and Consumer Services
Division of Consumer Services
Board of Professional Surveyors and Mappers
2005 Apalachee Parkway Tallahassee, Florida 32399-6500

License No.: **LS4846**
Expiration Date: **February 28, 2023**

Professional Surveyor and Mapper License
Under the provisions of Chapter 472, Florida Statutes

ROBERT D KEENER
950 SE ATLANTUS AVE
FORT PIERCE, FL 34983-3906

Nicole Fried
NICOLE "NIKKI" FRIED
COMMISSIONER OF AGRICULTURE

This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.

Detach Here

Receipt of Payment

DTN	Name	Fee
3715558	WILLIAM DELANEY KALBACH	\$255.00
	Convenience Fees	\$6.38
	Total:	\$261.38

Mailing Address:
FDACS - DIVISION OF CONSUMER SERVICES
BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS
2005 APALACHEE PKWY
TALLAHASSEE FL 32399-6500

Fax Number: 850-410-3804
Phone Number: 1-800-HEL-P-FLA (435-7352) within Florida, 850-410-3800 outside Florida

State of Florida
Department of Environmental Protection

ISSUED: 04/20/2023

LICENSE NO.: 0005083

THE CLASS A DRINKING WATER TREATMENT OPERATOR NAMED BELOW IS
LICENSED UNDER THE PROVISIONS OF CHAPTER 403, FLORIDA STATUTES.

VALID UNTIL: 04/30/2025

TODD V. LARSON

RON DESANTIS

SHAWN HAMILTON

GOVERNOR

DISPLAY IS REQUIRED BY LAW

SECRETARY

State of Florida
Department of Environmental Protection

ISSUED: 04/20/2023

LICENSE NO.: 0006341

THE CLASS B WASTEWATER TREATMENT OPERATOR NAMED BELOW IS
LICENSED UNDER THE PROVISIONS OF CHAPTER 403, FLORIDA STATUTES.

VALID UNTIL: 04/30/2025

TODD V. LARSON

RON DESANTIS

SHAWN HAMILTON

GOVERNOR

DISPLAY IS REQUIRED BY LAW

SECRETARY



CERTIFICATE

David Lookabill

SAJ-08-23-00012

has completed the Corps of Engineers and Naval Facilities Engineering Command Training Course

CONSTRUCTION QUALITY MANAGEMENT FOR CONTRACTORS

EAA Area Office,
Westington, Florida

30 June 2023

Jacksonville District

Mark C. Waddell, Civil Engineer SAJ

Location

Training Date(s)

Instructional District/ NAVFAC

COM-C Manager

Jim Sanchez Bulled, P.E., PMP

jim.sanchez@usace.army.mil

561-308-8370

Facilitator/Instructor

Instructor's Email

Telephone

Facilitator/Instructor Signature

THIS CERTIFICATE EXPIRES FIVE YEARS FROM DATE OF ISSUE

Chief, Construction Division SAJ
Jim Jeffords, P.E.

Drone Licenses

I UNITED STATES OF AMERICA **XI**

DEPARTMENT OF TRANSPORTATION • FEDERAL AVIATION ADMINISTRATION

IV NAME
DAVID WAYNE LOOKABILL

V ADDRESS [REDACTED]

VI NATIONALITY [REDACTED] **SEX** [REDACTED] **HEIGHT** [REDACTED] **WEIGHT** [REDACTED] **HAIR** [REDACTED] **EYES** [REDACTED]

IVa D.O.B. [REDACTED]

IX HAS BEEN FOUND PROPERLY QUALIFIED TO EXERCISE THE PRIVILEGES OF

II REMOTE PILOT

III CERTIFICATE NUMBER **4517906**

X DATE OF ISSUE **20 MAY 2021**

XIV *Steve Duda*

VIII ADMINISTRATOR

UAS



I UNITED STATES OF AMERICA **XI**

DEPARTMENT OF TRANSPORTATION • FEDERAL AVIATION ADMINISTRATION

IV NAME
ANDREW THOMAS SZONITAG

V ADDRESS **ONE GRANT STREET**
WHEELING, WEST VIRGINIA 26061

VI NATIONALITY **AMERICAN** **SEX** **MALE** **HEIGHT** **5'10"** **WEIGHT** **180** **HAIR** **BROWN** **EYES** **BROWN**

IVa D.O.B. **01/01/1988**

IX HAS BEEN FOUND PROPERLY QUALIFIED TO EXERCISE THE PRIVILEGES OF

I REMOTE PILOT

III CERTIFICATE NUMBER **4388111**

X DATE OF ISSUE **5 MAY 2024**

XIV *Michael J. Smith*

VIII ADMINISTRATOR





Vendor Registration View

Entity: Palm Beach County, District: Engineering, Contract: 10000000089, Vendor: CAS Engineering Associates, LLC

Vendor Registration

Entity: Palm Beach County, District: Engineering, Contract: 10000000089, Vendor: CAS Engineering Associates, LLC

Settings

Entity: Palm Beach County, District: Engineering, Contract: 10000000089, Vendor: CAS Engineering Associates, LLC

Entity Information

Entity: Palm Beach County, District: Engineering, Contract: 10000000089, Vendor: CAS Engineering Associates, LLC

SOUTH FLORIDA WATER MANAGEMENT DISTRICT

August 22, 2022

REGISTERED VENDOR NO.: 1000000089

CERTIFICATION EFFECTIVE DATE: August 22, 2022

CERTIFICATION EXPIRATION DATE: August 22, 2025

Stephen C. Smith, P.E., President/CEO
Craig A. Smith and Associates, LLC
4152 West Blue Heron Blvd. Suite 1114
Riviera Beach, FL 33486

Dear Mr. Smith:

Congratulations, the South Florida Water Management District (District) has certified your firm as a Small Business Enterprise (SBE). This certification is valid for three (3) years and may only be applied when business is conducted in the following area(s):

Professional Engineering, Construction Management, Utility Locating and Surveying & Mapping Services

Your submission of bids or proposals to supply other products or services outside of the specialty area(s) noted above will not count toward SBE participation. If you require certification in other specialty areas, please contact the Procurement Bureau, SBE Services, for additional information.

Renewal is required every three (3) years and should be requested a minimum of 45 days prior to the above expiration date.

If any changes occur within your company during the certification period such as ownership, affiliate company status, address, telephone number, licensing status, gross revenue, or any information that relates to your SBE Certification status, you must notify this office in writing immediately. It is imperative that we maintain current information on your company at all times.

Certification is not a guarantee that your firm will receive work, nor an assurance that your firm will remain in the District's vendor database.

We look forward to a mutually beneficial working relationship.

Sincerely,

Jennifer Dolan
SBE Program Specialist
Procurement Bureau

JO

SMALL BUSINESS CERTIFICATION

The City of West Palm Beach's Small Business Program

Certifies that

CRAIG A. SMITH & ASSOCIATES, LLC

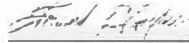
Has met the necessary requirements for certification as a Small Business under the Small Business Program as prescribed by the City of West Palm Beach's Ordinance Number 3366-00.

The following List of Services and/or Product are covered under this certification:

- Aircraft Operations Services: Aerial Surveys (Including Wildlife Censuses)
- Architectural Professional Design Services: Recreation Facilities (Parks, Marinas, etc)
 - Architectural and Engineering Services, Non-Professional
 - Engineering Services, Professional: Civil, Surveyor Services, Land
- Environmental and Ecological Services: Tank Testing and Disposal Services, Storage Including Underground Types
 - Mapping Services Including Cartography and Surveying Services, Not Aerial, for Digitized Mapping

Issued by the City of West Palm Beach for a three-year period December 29, 2022 to December 28, 2025

Certificate Vendor Number: 1070664


Frank Hayden
Director Office of Equal
Opportunity

MINORITY/WOMAN BUSINESS CERTIFICATION

The City of West Palm Beach's Minority/Women Business Program

Certifies that

CRAIG A. SMITH & ASSOCIATES, LLC

Has met the necessary requirements for certification as a Minority/Women Business under the Minority/Women Business Program as prescribed by the City of West Palm Beach's Ordinance Number 4679-18

The following List of Services and/or Product are covered under this certification:

- Aircraft Operations Services: Aerial Surveys (Including Wildlife Censuses)
- Architectural Professional Design Services: Recreation Facilities (Parks, Marinas, etc)
 - Architectural and Engineering Services, Non-Professional
 - Engineering Services, Professional: Civil, Surveyor Services, Land
- Environmental and Ecological Services: Tank Testing and Disposal Services, Storage Including Underground Types
 - Mapping Services Including Cartography and Surveying Services, Not Aerial, for Digitized Mapping

Issued by the City of West Palm Beach for a three-year period December 29, 2022, to December 28, 2025

Certificate Vendor Number: 1070664


Frank Hayden
Procurement Official



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

March 14, 2023

Aneesh Goly, Principal
CRAIG A. SMITH & ASSOCIATES, LLC
21045 Commercial Trail
Boca Raton, Florida 33486

Dear Mr. Goly:

The Florida Department of Transportation has reviewed your application for prequalification package and determined that the data submitted is adequate to technically prequalify your firm for the following types of work:

- Group 3 - Highway Design - Roadway
 - 3.1 - Minor Highway Design
- Group 7 - Traffic Operations Design
 - 7.1 - Signing, Pavement Marking and Channelization
- Group 8 - Survey and Mapping
 - 8.1 - Control Surveying
 - 8.2 - Design, Right of Way & Construction Surveying
 - 8.4 - Right of Way Mapping

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. Your firm may pursue projects in the referenced work types with fees estimated at less than \$500,000.00.* This status shall be valid until November 29, 2023, for contracting purposes.

*Limit for FDOT projects only

Should you have any questions, please feel free to contact me by email at carliayn.kell@dot.state.fl.us or by phone at 850-414-4597.

Sincerely,

Carliayn Kell
Professional Services
Qualification Administrator



Craig A. Smith & Associates

Engineers • Surveyors • Subsurface Utility Engineering
3D Subsurface Imaging • Utility Coordination

I - WORK PRODUCT AND INVOICES

EXAMPLE OF EMERGENCY LOCATE TICKET

HOME

TICKETS

ANALYTICS

Ticket Details: 039301406



Facility Type

CS1288 00032 CALL SUNSHINE 02/08/23 09:02:54ET 039301406-000 EMERGENCY STREET
Ticket : 039301406 Rev:000 Taken: 02/08/23 09:02ET

State: FL Cnty: PALM BEACH GeoPlace: JUPITER
CallerPlace: JUPITER
Subdivision:

Address : 800
Street : CAPITAL ST
Cross 1 : JUPITER PARK DR
Within 1/4 mile: Y

Locat: LOCATE THE FRONT OF THE PROPERTY IN THE CUL DE SAC AT 800 CAPITAL ST

Remarks : CREW ON SITE
EMERGENCY: PROTECT LIFE OR PROPERTY
*** THIS TICKET WAS CREATED AS THE RESULT OF A DAMAGE
*** LOOKUP BY ADDRESS ***

Grids : 2655A8008B 2655A8008C 2655B8008B 2655B8008C

Work date: 02/08/23 Time: 08:59ET Hrs notc: 000 Category: 1 Duration: 30 DAYS
Due Date : 02/08/23 Time: 08:59ET Exp Date : 03/10/23 Time: 23:59ET
Work type: U/G LINE REPAIR Boring: N White-lined: N
Ug/On/Both: U Machinery: Y Depth: 5 FT Permits: N N/A
Done for : FPL

Company : DBE UTILITY SERVICES Type: CONT
Co addr : 13387 BRYAN RD
City : LOXAHATCHEE State: FL Zip: 33470
Caller : SUZANNE CANTER Phone: 561-508-3708
Contact : ERIC COVER Phone: 561-767-7492
BestTime: ANYTIME
Mobile : 813-482-6121
Email : SHAREDMAILBOX@DBEUTILITYSERVICES.COM

Submitted: 02/08/23 09:02ET Oper: CLA
Hrs : AC1110 FPLPAL LRD748 PBT865 PGSPB SBF23 TOJ599



26.9298175N 80.1420154W 122.34m
800 Capital St Suite H, Jupiter, FL 33458, USA



Craig A. Smith & Associates

Engineers • Surveyors • Subsurface Utility Engineering
3D Subsurface Imaging • Utility Coordination

I – WORK PRODUCT AND INVOICES

2/8/2023 9:02:57 AM: Received

DETAILS: Ticket received for registration code TOJ599

2/8/2023 9:02:57 AM: Put in Folder

DETAILS: Put in Incoming by auto process

NOTE: Auto Processed per All Tickets

2/8/2023 9:02:57 AM: Assigned

DETAILS: Assigned to Frank Medina by auto process

NOTE: Auto Processed per All Tickets; Assigned on folder placement

2/8/2023 9:03:03 AM: Ticket Queued

DETAILS: Ticket queued for delivery

2/8/2023 9:03:04 AM: Message Queued

DETAILS: Message queued for delivery

2/8/2023 9:03:04 AM: Message Queued

DETAILS: Message queued for delivery

2/8/2023 9:03:09 AM: Ticket Delivered

DETAILS: Ticket successfully sent to 5615690082@vtext.com

2/8/2023 9:03:10 AM: Message Delivered

DETAILS: Message successfully sent to 9548150463@vtext.com

2/8/2023 9:03:10 AM: Message Delivered

DETAILS: Message successfully sent to 7542246470@vtext.com

2/8/2023 10:45:26 AM: Attachment Added 📎

DETAILS: Attachment added by Frank Medina GPS Coordinates: Latitude 26.9298472, Longitude -80.1419612

2/8/2023 10:45:59 AM: Attachment Added 📎

DETAILS: Attachment added by Frank Medina GPS Coordinates: Latitude 26.929861, Longitude -80.1419354

2/8/2023 10:47:53 AM: Attachment Added 📎

DETAILS: Attachment added by Frank Medina GPS Coordinates: Latitude 26.929861, Longitude -80.1419354

2/8/2023 10:48:25 AM: Attachment Added 📎

DETAILS: Attachment added by Frank Medina GPS Coordinates: Latitude 26.9298637, Longitude -80.1419311

2/8/2023 10:48:46 AM: Attachment Added 📎

DETAILS: Attachment added by Frank Medina GPS Coordinates: Latitude 26.9298637, Longitude -80.1419311

2/8/2023 10:49:20 AM: Attachment Added 📎

DETAILS: Attachment added by Frank Medina GPS Coordinates: Latitude 26.9298633, Longitude -80.1419401





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I – WORK PRODUCT AND INVOICES

2/8/2023 10:49:20 AM: Attachment Added @

DETAILS: Attachment added by Frank Medina GPS Coordinates: Latitude 26.9298633, Longitude -80.1419401

2/8/2023 10:49:49 AM: Responded

DETAILS: 1E Emergency Utility Marking: added by Frank Medina, Locate Time: 2/8/2023 10:49:00 AM, Units of Work: 1.00

Marking Method: Painted, Flagged

Locate Equipment: EM

Follow Up Required: No

NOTE: Also used gpr for locate.

2/8/2023 10:49:49 AM: Bill Created \$

DETAILS: Bill created as a result of response added

2/8/2023 10:49:54 AM: Positive Response to Center Queued

DETAILS: Positive Response to Center queued for delivery

2/8/2023 10:49:59 AM: Positive Response to Center Delivered

DETAILS: Positive Response to Center successfully sent

2/8/2023 10:50:19 AM: Ticket Queued

DETAILS: Ticket queued for delivery to jeffm@jupiter.fl.us by Frank Medina

2/8/2023 10:50:23 AM: Ticket Delivered

DETAILS: Ticket with 6 attachment(s) successfully sent to jeffm@jupiter.fl.us

2/8/2023 10:50:25 AM: Rate Calculated \$

DETAILS: Bill charge calculated





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I – WORK PRODUCT AND INVOICES

EXAMPLE OF STANDARD LOCATE TICKET

Ticket Details: 097304743



Cancel Search

Facility Type

CS1288 00094 CALL SUNSHINE 04/07/23 15:06:25ET 097304743-000 STREET
Ticket : 097304743 Rev:000 Taken: 04/07/23 15:05ET

State: FL Cnty: PALM BEACH GeoPlace: JUPITER
CallerPlace: JUPITER
Subdivision:

Address : 681
Street : UNIVERSITY BLVD
Cross 1 : CORPORATE WAY
Within 1/4 mile: Y

Locat: STARTING AT THE SOUTHWEST CORNER OF THE PROPERTY AT 681 UNIVERSITY BLVD,
LOCATE GOING SOUTH CROSSING UNIVERSITY BLVD, CONTINUING SOUTH ALONG THE EAST
SIDE OF INNOVATION WAY FOR 1020 FEET.

:

Remarks : 5075 INNOVATION WAY JB#1220092

*** LOOKUP BY ADDRESS ***

*** Attachments can be seen at

https://exactix.sunshine811.com/viewticket/FL811/kh_TIHfV7RG0txIGibrXIQ

:

Grids : 2653B8006C 2653B8006D 2653C8006C 2653C8006D

Work date: 04/11/23 Time: 23:59ET Hrs notc: 056 Category: 3 Duration: 30 DAYS
Due Date : 04/11/23 Time: 23:59ET Exp Date : 05/08/23 Time: 23:59ET
Work type: FIBER INSTALLATION WITH BORE Boring: Y White-lined: Y
Ug/Oh/Both: U Machinery: Y Depth: 36 IN Permits: Y 22-002630-EU
Done for : COMCAST

Company : BROADBAND TECHNICAL RESOURCES Type: CONT
Co addr : 12800 SE SUZANNE DR
City : HOBE SOUND State: FL Zip: 33455
Caller : BRITTANY BAKER Phone: 772-546-5001
Contact : TYLER BAKER Phone: 772-214-7632
BestTime: M-TH 8-5
Mobile : 772-214-7632
Email : BRITTANY_BAKER@BTRUSA.COM





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I – WORK PRODUCT AND INVOICES

Submitted: 04/07/23 15:05ET Oper: BRI Chan: WEB
Mbrs : AC1110 FPLPAL LRD748 MCIU01 NN1882 SBF23 TOJ599

Ticket Hyperlinks:

https://exactix.sunshine811.com/viewticket/FL811/kh_TIHfV7RGObxIGibrXIQ

4/7/2023 3:06:25 PM: Received

DETAILS: Ticket received for registration code TOJ599

4/7/2023 3:06:25 PM: Put in Folder

DETAILS: Put in Incoming by auto process

NOTE: Auto Processed per All Tickets

4/7/2023 3:06:25 PM: Assigned

DETAILS: Assigned to Frank Medina by auto process

NOTE: Auto Processed per All Tickets, Assigned on folder placement

4/11/2023 10:33:04 AM: Responded @

DETAILS: 1 Marked Utilities GPR-R: added by Frank Medina, Locate Time: 4/11/2023 10:26:33 AM, Units of Work: 1.00

Excavator Positive Response Language:

Marking Method: Painted

Locate Equipment: EM, GPR-R

Follow Up Required: No

4/11/2023 10:33:04 AM: Bill Created \$

DETAILS: Bill created as a result of response added

4/11/2023 10:33:10 AM: Positive Response to Center Queued

DETAILS: Positive Response to Center queued for delivery

4/11/2023 10:33:28 AM: Positive Response to Center Delivered

DETAILS: Positive Response to Center successfully sent

4/11/2023 10:33:57 AM: Rate Calculated \$

DETAILS: Bill charge calculated

4/11/2023 10:34:44 AM: Ticket Queued

DETAILS: Ticket queued for delivery to jeffm@jupiter.fl.us by Frank Medina

4/11/2023 10:34:56 AM: Ticket Delivered

DETAILS: Ticket with 8 attachment(s) successfully sent to jeffm@jupiter.fl.us



26.88945083N 80.10806426W ±3.22m
681 University Blvd, Jupiter, FL 33458, USA



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I – WORK PRODUCT AND INVOICES

EXAMPLE OF INVOICE

Craig A. Smith & Associates

Utility Locations / Vacuum Excavation
4152 W. Blue Heron Blvd., #116
Riviera Beach, FL 33404

Tax ID: 60-2010476

Bill To:
Town of Jupiter
Attn: Accounts Payable
210 Military Trail
Jupiter, FL 33458



Invoice

DATE: 06/01/24
Invoice #: CASH-BV-002015
Customer ID: C4417
Project: Utility Locates
CAS Project No: 15-1845-9LS
Purchase Order: 20240496
Contract No.: W1934
Detail ID: 3405900-Jupiter-Detail

Email Invoices: Rodney.C@caseller.com
sevendon@jupiter.fl.us
casell@jupiter.fl.us

Perform One Call Ticket Management for Town of Jupiter TOJ599 (Ticket Details Attached)

Code	Description	Unit Price	Quantity	Total
1 Market Utilities	Marked Utilities	\$ 13.25	189.00	\$ 2,504.25
1E Emergency utility marking	Emergency - Mark Utilities/Respond No Conflict	\$ 13.25	-	\$ -
2A Marked w/Exceptions	Standard Locate & Mark ALL Facilities as indicated on the SSOCOF Ticket	\$ 13.25	-	\$ -
2C Marked w/Exceptions	Standard Locate & Mark ALL Facilities as indicated on the SSOCOF Ticket	\$ 13.25	146.00	\$ 1,934.50
2A Unmarked-No Access	No Access/Bad Addr./Priv. Fac./No Accur. Info/Uncr/Extr.Cr	\$ 13.25	1.00	\$ 13.25
2B Unmarked-Bad Address Info	No Access/Bad Addr./Priv. Fac./No Accur. Info/Uncr/Extr.Cr	\$ 13.25	2.00	\$ 26.50
3C Onsite Meeting Scheduled	No Access/Bad Addr./Priv. Fac./No Accur. Info/Uncr/Extr.Cr	\$ 13.25	-	\$ -
3D High Profile Fac in Conflict	Standard Locate & Mark ALL Facilities as indicated on the SSOCOF Ticket	\$ 13.25	-	\$ -
3F Delay req & agreed w/Extrv	Standard Locate & Mark ALL Facilities as indicated on the SSOCOF Ticket	\$ 13.25	-	\$ -
3H Contact Priv Fac Owner	Standard Locate & Mark ALL Facilities as indicated on the SSOCOF Ticket	\$ 13.25	-	\$ -
3G Update to Ongoing Job	Update On-going Job	\$ 13.25	-	\$ -
3M Contact Priv Fac Owner	Standard Locate & Mark ALL Facilities as indicated on the SSOCOF Ticket	\$ 13.25	-	\$ -
3N Wht Line per F8556 Required	Standard Locate & Mark ALL Facilities as indicated on the SSOCOF Ticket	\$ 13.25	-	\$ -
3U Outside Member Service Area	Outside Service Area	\$ 13.25	-	\$ -
3W No Locate Req Per Contract	No Locate req per contract	\$ 13.25	1.00	\$ 39.75
4 Clear-No Member Facilities Pres	No Access/Bad Addr./Priv. Fac./No Accur. Info/Uncr/Extr.Cr	\$ 13.25	-	\$ -
5 No Conflict w/Prop Excav	No Conflict with Excavation	\$ 13.25	322.00	\$ 4,266.50
5E Em Resp No Conflict	No Conflict with Excavation	\$ 13.25	-	\$ -
6 Ongoing Job	On-going Job	\$ 13.25	-	\$ -
8A Ongoing Trk-Initial Visit	8A Ongoing Trk-Initial Visit	\$ -	-	\$ -
9A Canceled	9A Canceled	\$ -	-	\$ -
Invoice Period from 06/01/24 through 06/21/24		Invoice Total:		\$ 8,784.75

Payment Terms are Invoice Net 30. Late Fees of 1.5% per month accrue after 30 days.

THANK YOU FOR YOUR BUSINESS!

Craig A. Smith & Associates
4152 W. Blue Heron Blvd., Suite 116, Riviera Beach, FL 33404
Phone: 561-314-4445 Fax: 561-314-4459

Website: www.craigasmith.com



Craig A. Smith & Associates

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I – QA/QC

CAS has 27 years of experience in providing utility locates services for clients in South Florida.

Stephen C. Smith, P.E. President oversees QA/QC for the firm and ensures all staff are equipped to accurately and effectively perform their locating tasks.

Jim Driscoll, Vice President - Utility Locates, has 33 years of experience at CAS overseeing our locates crews..

Alan Lopez, Utility Field Manager, has worked with Jim for the last 16 years.

Our core employees work as one cohesive team.

We believe our experienced-based quality assurance and control make us a top choice to keep performing these services for the Town of Jupiter.

The fact that our firm is a stable, established firm that can adjust workloads as needed is also a plus. We are not a fly-by-night firm and we strive to keep our employees happy with good benefits and good pay.

Our firm has a well-established QA/QC program that ensures the accuracy and timeliness of all utility locate services. Our program is specifically designed to manage and track all information related to tickets received from Sunshine One Call to ensure they are addressed quickly and efficiently. Our system is equipped with various quality control check points throughout the entire process, which include: Initial field data collection, data entry and mapping and final reports. Additionally, we have certified and experienced staff in place who have been with the company for a significant amount of time, providing evidence of their expertise and qualifications to handle complex jobs.

CRAIG A. SMITH & ASSOCIATES
ENGINEERS * SURVEYORS * UTILITY LOCATORS

FINANCE

Elizabeth Maxfield
Accountant - Finance

PROJECT DIRECTOR

Stephen C. Smith, P.E.
President & QA/QC

ADMINISTRATION

ENGINEERING

UTILITY LOCATES

James Driscoll
Vice President- Utility
Locates

SURVEYING

**CONSTRUCTION
MANAGEMENT**

Alan Lopez
SUE Field Manager

Frank Medina
Gonzalez
Locator

Tony Urena
Locator

Locate Team of 18
Employees

Areas of Expertise

- Project Management
- Quality Assurance/Quality Control
- Stormwater Master Planning, Design, Implementation & Management
- Roadway Design & Management
- Resource Management
- Project Scheduling
- Project Budgeting
- Constructability Review

Education

- Auburn University, Auburn, Alabama
Bachelor of Science, Civil Engineering 1988
- Auburn University, Auburn, Alabama
Bachelor of Science, Building Construction - 1986

Licensure

- Florida Licensed Engineer
PE48914

Affiliations

- Florida Engineering Society (FES)
- American Society of Civil Engineers (ASCE)
- Florida Institute of Consulting Engineers
-

Employment with CAS: 35 yrs
Employment with other firms:
3 yrs

Stephen C. Smith, P.E.

President

Mr. Smith has over 38 years of experience in the engineering, survey and utility construction fields.

Mr. Smith's responsibilities include management of daily business operations for a 40+ member civil engineering and surveying firm with gross sales of \$5+ million. He oversees all areas of business including engineering, surveying, construction management services, subsurface utility engineering, accounting and human resources. Specifically, Mr. Smith also oversees all transportation/roadway and stormwater projects including studies, reports and design. He ensures proper allocation of resources, staffing, financial management, quality control and timely project completion.

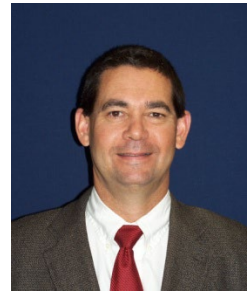
Selected Relative Experience:

Sanitary Sewer Pump Station and Force Main Improvements - Town of Pembroke Park, Pembroke Park, Florida. Responsible for the master planning, project management, resource allocation, scheduling, budgeting and quality assurance of the Sanitary Pump Station and Force Main Improvements Project for the Town of Pembroke Park. Project was completely funded by a Rural Development Grant. Improvements included the installation of 1,500 linear feet of 10-inch force main which remained a dry line for four years until further funding became available. Remaining work included the rehabilitation of 22 lift stations, the decommissioning of 6 existing lift stations and the installation of a magmeter with telemetry system.

Sanitary Sewer Improvements - Phase I - Bal Harbour Village, Bal Harbour, Florida. Responsible for the master planning, project management, resource allocation, scheduling, budgeting and quality assurance of the Wastewater Pump Station No. 3 and Gravity Sewer Improvements (Sanitary Sewer Improvements Phase I) project for Bal Harbour Village which included the installation of a new triplex submersible pump station with a 12-foot diameter wet well, control panel, automatic transfer switch receptacle, emergency generator, and all associated appurtenances, in addition to approximately 1,350 linear feet of 18" gravity sewer lines to the pump station.

Town of Golden Beach - Water Distribution System Improvements, Golden Beach, Florida. Responsible for the water distribution system improvements project for the Town of Golden Beach which was an integral part of the town's Capital Improvements Plan. Work included the installation of approximately 1,215 linear feet of 12-inch water main, 13,850 linear feet of 8-inch water main and 1,050 linear feet of 6-inch water main, 37 fire hydrant assemblies, and the transfer of 370 new water meters for a complete retrofit of the town's water main infrastructure. This project was funded through FDEP's State Revolving Fund Program.

Sanitary Sewer Master Plan - Village of El Portal, Florida. Responsible for the master planning, project management, resource allocation, scheduling, budgeting and quality assurance of the Sanitary Sewer Master Plan which encompassed a comprehensive report to define priority areas and determined corrective actions required to convert from a decentralized wastewater treatment system (septic system) to a new sanitary sewer gravity collection system with lift stations. The Master Plan also included a comprehensive survey base map for the entire village, hydraulic sewer modeling and the overall design of eighteen phases of construction. The sanitary sewer systems were developed using best management practices, current levels of service, and to investigate various funding sources.



Areas of Expertise

- 3D Radar Tomography
- Subsurface Utility Engineering
- Utility Locating
- Ground Penetrating Radar
- Utility Coordination
- Project Logistics
- Complex Field Survey
- Quality Assurance

Education

- Broward Community College
- US Army
- Route Surveying
- Survey & Engineering
- MOT Training
- OSHA Training
- OQ Training

Certifications

- Certified Utility Locator
- Certified GPR Technician
- OQ Training Certification

Affiliations

- National Utility Locating Contractors Association (NULCA)

Employment with CAS: 30 yrs
Employment with other firms:
3 yrs

James F. Driscoll

Vice President - Subsurface Utility Engineering



Mr. Driscoll has 33 years of experience in the engineering, survey and utility location fields.

Mr. Driscoll serves as the operator and field manager of Radar Tomography projects throughout the United States. Mr. Driscoll coordinates Sunshine State One Call ticket management and locating services for numerous Florida municipalities and privately owned utility companies. He also provides assistance in the performance of electronic designating, layout, and completion of vital soft dig information for vacuum excavation projects. He performs ground penetrating radar surveys for various clients to locate and identify underground facilities. Mr. Driscoll also serves as Division Training Manager and QC Auditor.

Mr. Driscoll has performed over 6,000 G.P.R. surveys and over 12,000 miles of utility surface designating throughout the United States. Additionally, Mr. Driscoll has performed in excess of five million square feet of 3D Radar Tomography scanning projects at various locations throughout the United States. He is proficient with state-of-the-art, traditional, and GPS surveying equipment and is substantially proficient with EM designating equipment, vacuum excavation equipment and various GPR systems with special emphasis on 3D Radar Tomography systems.

Selected Relative Experience:

City of Margate, Utility Location and Ticket Management Services - Margate, Florida. Mr. Driscoll serves as the field manager and coordinator overseeing One Call Locates and Ticket Management for the City of Margate for all water and sewer locates. Mr. Driscoll oversees ticket management and day-to-day coordination for the City.

Town of Davie Public Utilities, Utility Location and Ticket Management Services - Town of Davie, Florida. Mr. Driscoll serves as the coordinator overseeing One Call Locates and Ticket Management for one of the largest town-owned utilities in South Florida. Facilities include water, sewer, reclaim, raw water and effluent pipelines. Currently, Mr. Driscoll oversees ticket management and day-to-day coordination for the Town of Davie.

Town of Jupiter, Utility Location and Ticket Management Services - Jupiter Florida. Mr. Driscoll serves as coordinator overseeing One Call Locates and Ticket Management for city-owned utilities Palm Beach County. The system includes water, sewer, reclaimed water, raw water, minor power and networked communications. Currently, Mr. Driscoll oversees ticket management and day-to-day coordination for the Town of Jupiter.

Town of Pembroke Park, Utility Location One Call and SUE Services - Town of Pembroke Park, Florida. Mr. Driscoll serves as coordinator overseeing One Call Locates and Ticket Management for Town-owned utilities in Town of Pembroke Park.

Palm Beach County Water Utilities, Utility Location and Ticket Management Services - Palm Beach County, Florida. Mr. Driscoll serves as coordinator overseeing one call locates and ticket management for all water and sewer county-owned utilities in Palm Beach County.

Port Everglades - Broward County - Multiple Fuel Companies - Port Everglades, Florida - Mr. Driscoll serves as coordinator overseeing locates for all port-owned utilities, . Including multiple fuel companies in Port Everglades.

Areas of Expertise

- Subsurface Utility Engineering
- Utility Locating
- Ground Penetrating Radar
- 3D Radar Tomography
- Utility Coordination
- Utility Construction

Education

- Staking U
- Mala GPR Tech
- EM Theory & Application
- MOT Training
- OSHA Training
- Confined Space Entry

Affiliations

- National Utility Locating Contractors Association (NULCA)

Employment with CAS: 16 yrs
Employment with other firms:
7 yrs

Alan Lopez

SUE Manager
SUE / Utility Locates



Mr. Lopez has 23 years of experience in the utility locating, SUE, survey and utility construction fields.

Mr. Lopez has been employed with CAS since February 2004, starting as a soft dig crew member, and through experience, advanced from utility locator to Senior Locator and Field/SUE Manager overseeing all locating field operations. Mr. Lopez has performed or overseen in excess of 5,000 vacuum soft digs, as well as thousands of ground penetrating radar surveys and utility mapping efforts.

Mr. Lopez is a Certified Underground Utility Locator and GPR Technician. Mr. Lopez is also MOT certified, confined space entry certified and OSHA 10hr Certified.

Selected Relative Experience:

Town of Jupiter Utility Location and Ticket Management Services – Jupiter, Florida. Mr. Lopez has served Field Manager for the Town of Jupiter Sunshine One Call contract since 2015. Currently Mr. Lopez oversees ticket management and day to day coordination for the Town.

Palm Beach County Utility Location and Ticket Management Services – Palm Beach, Florida. Mr. Lopez has served Field Manager for the Palm Beach County Sunshine One Call contract since 2022. Currently Mr. Lopez oversees ticket management and day to day coordination for the County.

City of West Palm Beach Public Utilities, Utility Location and Ticket Management Services - City of West Palm Beach, Florida. Mr. Lopez has served as a utility locator, Senior Locator and Field Manager overseeing One Call Locates and ticket management for the City of West Palm Beach.

Town of Davie Public Utilities, Utility Location and Ticket Management Services - Town of Davie, Florida. Mr. Lopez has served as utility locator and Field/Client Manager for this sprawling utility system. Davie is the largest municipality in Broward County by land area and serves a significant population. Facilities include water, sewer, reclaim, raw water and effluent pipelines. Currently Mr. Lopez oversees ticket management and day-to-day coordination for the Town of Davie.

City of Coconut Creek Utility Location and Ticket Management Services – Coconut Creek, Florida. Mr. Lopez has served Field Manager for this large city-owned utility system since 2003. Facilities include water, sewer, reclaim, and city owned networked communications. Currently Mr. Lopez oversees ticket management and day to day coordination for the City of Coconut Creek.

City of Pembroke Pines – Pembroke Pines, Florida - Mr. Lopez has served as a Utility Locator, Senior Locator and Field Manager overseeing One Call Locates and ticket management for the City of Pembroke Pines.



CONTACT

Stephen C. Smith, P.E.
President

(561) 314-4445
ssmith@craigasmith.com

Office:
CRAIG A. SMITH & ASSOCIATES
4152 W. Blue Heron Blvd., Suite 116
Riviera Beach, FL 33404
(561) 314-4445



Part VII – Contract (Agreement)

**CONTRACT (AGREEMENT)
BETWEEN THE TOWN OF JUPITER UTILITIES
AND CRAIG A. SMITH & ASSOCIATES, LLC**

**Utility Locating Services
Contract No. W2438**

THIS CONTRACT, made this ____ day of _____, 20____, by and between the Town of Jupiter, a public corporation of the State of Florida, hereinafter designated as "the TOWN", and Craig A. Smith & Associates, LLC, a State of Florida corporation, 86-3889398 (FEIN number) hereinafter designated as "the CONTRACTOR".

WITNESSETH THAT:

WHEREAS, the TOWN is a municipality with those powers and responsibilities enumerated by Chapter 166 Florida Statutes and the Florida Constitution; and

WHEREAS, the TOWN is empowered to enter into contractual arrangements with public agencies, private corporations or other persons, pursuant to Florida Statutes; and

WHEREAS, the TOWN desires the services of a qualified and experienced CONTRACTOR to provide utility locating services for its seven (7) Utility Systems as outlined in the Request for Proposals and Scope of Services; and

WHEREAS, the TOWN has publicly announced its desire to purchase professional utility locating services and has solicited proposals from qualified firms; and

WHEREAS, the CONTRACTOR has responded to the TOWN'S solicitation of proposals and the CONTRACTOR is qualified and willing to provide said services; and

WHEREAS, the Town Council has determined that the CONTRACTOR can provide professional utility locating services to the TOWN in the most efficient manner; and

WHEREAS, the TOWN and the CONTRACTOR hereby enter into this CONTRACT to establish the legal obligations of the parties; and

WHEREAS, the TOWN has budgeted funds in its current fiscal year budget which are available for the funding of this CONTRACT; and

NOW THEREFORE, the TOWN and the CONTRACTOR in consideration of the benefits flowing from each to the other do hereby agree as follows:

1. STATEMENT OF WORK

- 1.1 The CONTRACTOR shall, to the satisfaction of the TOWN, fully and timely provide services as requested within the general scope and Scope of Work of the Utility Locating Services Contract attached hereto and made a part hereof as Exhibit A, this Agreement and all subsequent official documents that for the Contract Documents for this Agreement, including any additional contract terms contained herein. The TOWN specifically reserves the right to determine whether a specific task is within the scope of work to be provided by the CONTRACTOR and, further reserves the right to seek the services of other firms for work of this contract. CONTRACTOR understands and acknowledges that this CONTRACT does not in any way whatsoever obligate the TOWN to provide CONTRACTOR with any minimum or guaranteed amount of work. The parties also agree and understand that funding for this CONTRACT is subject to Town Council approval of the fiscal year budgets.
- 1.2 The CONTRACTOR agrees that the staff identified in the "Project Organization Chart," attached hereto as Exhibit "B," and made a part of this CONTRACT, shall provide services under this CONTRACT and shall not be replaced without written notification to the TOWN and approval by the TOWN

2. TERM

- 2.1 The initial term of this CONTRACT will be for one year. The term of this CONTRACT shall commence on the date of this CONTRACT and continue for one (1) year. CONTRACTOR is responsible to fulfill its contractual obligations before the end of the term of this CONTRACT. This CONTRACT may be renewed annually, by mutual written agreement of both parties for three (3) additional one (1) year periods up to a cumulative total of four (4) years. If the CONTRACTOR intends to not renew this CONTRACT for the next year they must provide the TOWN a 90 day notice prior to CONTRACT expiration.
- 2.2 The parties agree that time is of the essence in the performance of each and every obligation under this CONTRACT.
- 2.3 The CONTRACTOR agrees to be available to begin work promptly after receipt of a fully executed copy of this CONTRACT.
- 2.4 Specific work assignments will be initiated and issued through the Sunshine State One Call Ticket system. CONTRACTOR is responsible to report to TOWN and provide documentation to TOWN as described in more detail in Exhibit A, Scope of Services.

3. CONSIDERATION

- 3.1 As consideration for providing the services which shall be required by this CONTRACT, the TOWN shall pay the CONTRACTOR at the Contract Unit Prices provided on the CONTRACTOR'S Proposal Form/Proposal Schedule of Values and included herein as Exhibit C.
- 3.2 TOWN shall pay the CONTRACTOR upon CONTRACTOR'S completion of, and TOWN'S acceptance of, the services required herein, in the amounts specified in the Proposal Schedule of Values attached hereto and made a part hereof as Exhibit C. Prices shall remain firm for the duration of the Contract.

"Special Condition" – CONTRACTOR may request a price adjustment at the time of Contract renewal only, and with ninety (90) days' advance written notice to Owner, provided that the requested price adjustment is warranted based on the economic climate and substantiated by supporting documentation including ,the most recently published Consumer Price Index for All Urban Consumers (CPI-U) as of June 30th by the U.S. Department of Labor Bureau of Labor Statistics, and calculations for a five percent (5%) increase over current Contract Unit Pricing; the allowable increase, if substantiated will be the lesser of the two (CPI-U, or 5% increase over current contract unit pricing).

3.3 CONTRACTOR agrees that the Contract Unit Prices as presented on the Proposal Form/Proposal Schedule of Values shall remain in effect for the duration of the Contract from the date of CONTRACT execution, including extension allowed under Article 2.1.

3.4 All work compensated for under this CONTRACT, including partial payments shall become the property of the Town of Jupiter without restrictions or limitations of use. Work under this CONTRACT shall include but not be limited to sketches, tracings, drawings, computations, details, design calculations, plans and other related documents.

4. INVOICING AND PAYMENT

4.1 The CONTRACTOR'S invoices shall be submitted on a monthly basis and be accompanied by documentation described in Exhibit A, Scope of Services for the portions of work for which payment is being requested. Monthly invoices shall reference the Contract Number W2438 as well as the TOWN'S Purchase Order No, and Contract Name. Invoices shall be submitted to the Town of Jupiter Utility Services Manager for review and approval.

4.2 The TOWN shall pay the full amount of the invoice within thirty (30) days of receipt or provide written explanation to the CONTRACTOR as to why payment of a portion or the entire invoice will not be made. CONTRACTOR shall accept TOWN'S explanation for non-payment or resubmit an acceptable invoice. TOWN will make payment on invoices within thirty (30) days of TOWN'S receipt and acceptance of an approved invoice. TOWN'S acceptance of an invoice is measured on the basis of CONTRACTOR's performance of the work according to the terms and conditions of this CONTRACT.

5. INDEMNIFICATION AND INSURANCE

5.1 For One Hundred Dollars (\$100.00) consideration, the sufficiency of which is acknowledged, payable as part of and included in the first payment hereunder, the CONTRACTOR shall indemnify, save, and hold the TOWN, its assigns, and employees, harmless from damages, losses, liabilities, expenses, costs, and attorney's fees resulting from any negligent act or omission, or the violation of any federal, state, or local law or regulation, by the CONTRACTOR, its subcontractors, agents, assigns, or employees in connection with this CONTRACT. The CONTRACTOR further acknowledges that it is solely responsible for ensuring its compliance and the compliance of its subcontractors, agents, assigns, and employees with the terms of this CONTRACT.

5.2 The CONTRACTOR shall procure and maintain, through the term of this CONTRACT, insurance coverage reflecting, at a minimum, the limits and coverage conditions identified on the attached "Exhibit D", and made a part of this CONTRACT. The insurance limits and coverage conditions identified require first dollar coverage. The TOWN shall be named as an "additional insured"

under the General and Automobile insurance. The coverage required shall extend to all employees and subcontractors of the CONTRACTOR.

- 5.3 The CONTRACTOR shall provide the TOWN insurance certificates, as proof of insurance prior to the commencement of any performance by the CONTRACTOR. The CONTRACTOR shall notify the TOWN at least thirty (30) days prior to cancellation or modification of any insurance policy and certificate required under this CONTRACT. The failure to provide the TOWN with proof of insurance, or the cancellation of any insurance policy during the term of this CONTRACT shall be cause for the TOWN'S termination of the CONTRACT.

6. TERMINATION/REMEDIES

- 6.1 If the CONTRACTOR fails to fulfill its obligations under this CONTRACT in a timely and proper manner, the TOWN shall have the right to terminate this CONTRACT; however, prior to the CONTRACT'S termination, the TOWN shall provide written notice of any deficiency to the CONTRACTOR. The CONTRACTOR shall then have five (5) working days from receipt of notice to correct the deficiency. If the CONTRACTOR fails to correct the deficiency within this time, this CONTRACT shall terminate at the expiration of the five (5) day time period.
- 6.2 The TOWN reserves the right to cancel this CONTRACT, without cause, by giving thirty (30) days prior written notice to the CONTRACTOR of the intention to terminate. Failure of the CONTRACTOR to comply with any of the provisions of this CONTRACT shall be considered a material breach of CONTRACT and shall be cause for immediate termination of the CONTRACT at the sole discretion of the TOWN.
- 6.3 If the TOWN terminates this CONTRACT for failure to fulfill its obligations under this CONTRACT, and it is later determined that the termination for failure to fulfill its obligations under this CONTRACT was not proper, then the termination shall be deemed a termination without cause, and the parties' rights shall be governed by 6.4 below.
- 6.4 In the event of termination, the TOWN shall compensate the CONTRACTOR for all authorized and accepted work performed through the termination date. The TOWN shall be relieved of any and all future obligations hereunder, including but not limited to lost profits and consequential damages, under this CONTRACT. The TOWN may withhold all payments to the CONTRACTOR for such work until such time as the TOWN determines the exact amount due to the CONTRACTOR.
- 6.5 If either party initiates legal action, including appeals, to enforce this CONTRACT, the prevailing party shall be entitled to recover a reasonable attorney's fee.
- 6.6 In the event a dispute arises which both parties cannot resolve between themselves, the parties may agree to submit the dispute to non-binding mediation. The mediator or mediators shall be certified mediators and shall be selected by the parties, and the cost of the mediation shall be borne equally by the parties. The mediation process shall be confidential to the extent permitted by law.

7. STANDARDS OF COMPLIANCE

- 7.1 The CONTRACTOR, its employees, subcontractors or assigns, shall comply with all applicable federal, state, and local laws and regulation relating to the performance of this CONTRACT. The

TOWN undertakes no duty to ensure such compliance, but will attempt to advise the CONTRACTOR, upon request, as to any such laws of which it has present knowledge.

- 7.2 The CONTRACTOR, by its execution of this CONTRACT, acknowledges and attests that, neither the employees of CONTRACTOR nor any of its suppliers, subcontractors or affiliates who shall perform work which is intended to benefit the TOWN, has been convicted of any public entity crime pursuant to Section 287.133, Florida Statutes, or, if any such person, entity or affiliate was convicted of a public entity crime, a period longer than thirty-six (36) months has passed since any such person, entity or affiliate was placed on a convicted vendor list. The CONTRACTOR further understands and acknowledges by its execution of this CONTRACT, that this CONTRACT shall be null and void, and/or that this CONTRACT is subject to immediate termination by the TOWN, for any misstatement or lack of compliance with the mandates of said statute. The TOWN, in the event of such termination, shall not incur any liability to the CONTRACTOR for any work or materials furnished.
- 7.3 The CONTRACTOR shall not be exempted from paying Florida sales and use taxes to the appropriate governmental agencies or for payment by the CONTRACTOR to suppliers for taxes on materials used to fulfill its contractual obligations with the TOWN. The CONTRACTOR shall be responsible and liable for the payment of all of its FICA/Social Security and other taxes resulting from this CONTRACT.
- 7.4 Pursuant to Section 287-055(6), Florida Statutes, the CONTRACTOR warrants that it has not employed or retained any person, other than a bona fide employee working solely for the CONTRACTOR, to solicit or secure this CONTRACT. Further the CONTRACTOR warrants that he has not paid or agreed to pay any person, other than a bona fide employee working solely for the CONTRACTOR, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the awarding or making of this CONTRACT. For breach of this provision, the TOWN may terminate this CONTRACT without liability and, at its discretion, deduct or otherwise recover the full amount of such fee, commission, percentage, gift, or other consideration.

8. RELATIONSHIP BETWEEN THE PARTIES

- 8.1 The CONTRACTOR is an independent contractor and is not an employee or agent of the TOWN. Nothing in this CONTRACT shall be interpreted to establish any relationship other than that of an independent contractor, between the TOWN and the CONTRACTOR, its employees, agents, subcontractors, or assigns, during or after the performance of this CONTRACT. The CONTRACTOR is free to provide similar services for others.
- 8.2 The CONTRACTOR shall not assign, delegate, or otherwise transfer its rights and obligations as set forth in this CONTRACT without the prior written consent of the TOWN. Any attempted assignment in violation of this provision shall be void.
- 8.3 The CONTRACTOR shall not pledge the TOWN'S credit or make the TOWN a guarantor of payment or surety for any contract, debt, obligation, judgment, lien, or any form of indebtedness.

9. RECORDS RETENTION/OWNERSHIP/AUDIT

- 9.1 This CONTRACT is subject to and governed by the laws of the State of Florida, including without limitation Chapter 119, Florida Statutes, which generally makes public all records or other writings made by or received by the parties. The CONTRACTOR acknowledges its legal obligation to comply with § 119.0701, Florida Statutes. The CONTRACTOR shall indemnify and hold the TOWN harmless from any demands, claims, actions or lawsuits of any kind regarding the CONTRACTOR'S failure to comply with Chapter 119, F.S. related to public records. The CONTRACTOR shall permit the TOWN or its designated agent to inspect all record maintained by CONTRACTOR which are produced pursuant to this CONTRACT at the location where they are kept upon reasonable notice.
- 9.2 A request to inspect or copy public records relating to a public agency's CONTRACT for services must be made directly to the public agency. If the public agency does not possess the requested records, the public agency shall immediately notify the CONTRACTOR of the request, and the CONTRACTOR must provide the records to the public agency or allow the records to be inspected or copied within a reasonable time.
- 9.3 If a CONTRACTOR does not comply with the public agency's request for records, the public agency shall enforce the CONTRACT provisions in accordance with the CONTRACT.
- 9.4 A CONTRACTOR who fails to provide the public records to the public agency within a reasonable time may be subject to penalties under s. 119.10.

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

**210 Military Trail
Jupiter, FL 33458
561-741-2469
haleyj@jupiter.fl.us**

- 9.5 The TOWN has not performed a pre-audit of the CONTRACTOR'S or subcontractor's financial and/or accounting records to verify actual or average direct labor payroll rates or verify the general overhead factor and profit margin. However, the CONTRACTOR shall permit the TOWN or its designated agent to inspect such records at the location where they are kept upon reasonable notice. Furthermore, the TOWN shall have the right to audit the CONTRACTOR'S and subcontractor's financial and accounting records, in accordance with generally accepted governmental auditing standards, within a period of one (1) year after completion of this CONTRACT. This audit may be performed by the TOWN or a designated agency.
- 9.6 All documents, including, but not limited to, Sunshine State One Call Tickets and related information, technical reports, research notes, scientific data and computer programs in draft and final form including the source code and object code, which are developed by the CONTRACTOR in connection with this CONTRACT, may be utilized by the TOWN in its normal course of business. TOWN use may include, but shall not be limited to, reproduction,

distribution and preparation of derivative works. The TOWN will not hold the CONTRACTOR responsible if documents are used for other purposes than intended.

- 9.7 The CONTRACTOR shall retain all records relating to this CONTRACT for a period of at least five (5) years after final payment is made. All records shall be kept in such a way as will permit their inspection pursuant to Chapter 119, Florida Statutes.

10. GENERAL PROVISIONS

- 10.1 Notwithstanding any provisions of this CONTRACT to the contrary, the parties shall not be held liable for any failure or delay in the performance of this CONTRACT that arises from fires, floods, strikes, embargoes, acts of the public enemy, unusually severe weather, outbreak of war, restraint of Government, riots, civil commotion, force majeure, act of God, or for any other cause of the same character which is unavoidable through the exercise of due care and beyond the control of the parties.

Failure to perform shall be excused during the continuance of such circumstances, but the TOWN shall have the option of terminating this CONTRACT or electing to allow the CONTRACT to remain in effect. This provision shall not apply if the "Statement of Work" of this CONTRACT specifies that performance by CONTRACTOR is specifically required during the occurrence of any of the events herein mentioned.

- 10.2 The laws of the State of Florida shall govern all aspects of this CONTRACT. In the event it is necessary for either party to initiate legal action regarding this CONTRACT, venue shall be in the Fifteenth Judicial Circuit for claims under state law and in the Southern District of Florida for any claims which are justifiable in federal court.
- 10.3 In the event any provisions of this CONTRACT shall conflict, or appear to conflict, the CONTRACT, including all exhibits, attachments and all documents specifically incorporated by reference, shall be interpreted as a whole to resolve any inconsistency.
- 10.4 Failures or waivers to insist on strict performance of any covenant, condition, or provision of this CONTRACT by the parties, their successors and assigns shall not be deemed a waiver of any of its rights or remedies, nor shall it relieve the other party from performing any subsequent obligations strictly in accordance with the terms of this CONTRACT. No waiver shall be effective unless in writing and signed by the party against whom enforcement is sought. Such waiver shall be limited to provisions of this CONTRACT specifically referred to therein and shall be not deemed a waiver of any other provision. No waiver shall constitute a continuing waiver unless the writing states otherwise.
- 10.5 Should any term or provision of this CONTRACT be held, to any extent, invalid or unenforceable, as against any person, entity or circumstance during the term hereof, by force of any statute, law, or ruling of any forum of competent jurisdiction, such invalidity shall not affect any other term or provision of this CONTRACT, to the extent that the CONTRACT shall remain operable, enforceable and in full force and effect to the extent permitted by law.
- 10.6 This CONTRACT may be amended, extended, or renewed only with the written approval of the parties.

- 10.7 This CONTRACT states the entire understanding and agreement between the parties and supersedes any and all written or oral representations, statements, negotiations, or agreements previously existing between the parties with respect to the subject matter of this CONTRACT. The CONTRACTOR recognizes that any representations, statements or negotiations made by TOWN staff do not suffice to legally bind the TOWN in a contractual relationship unless they have been reduced to writing and signed by an authorized TOWN representative. This CONTRACT shall inure to the benefit of and shall be binding upon the parties, their respective assigns, and successors in interest.
- 10.8 The Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this Contract and in furtherance thereof may demand and obtain records and testimony from the Contractor and its subcontractors and lower tier subcontractors. The Contractor understands and agrees that in addition to other remedies and consequences provided by law, the failure of the Contractor or its subcontractors or lower tier subcontractors to fully cooperate with the Office of Inspector General of Palm Beach County when requested may be deemed by the municipality to be a material breach of this contract justifying its termination. The Office of Inspector General in Palm Beach County is established by Palm Beach County Code, Section 2-421 - 2-440. Failure to cooperate with the Inspector General or interfering with or impeding any investigation shall be in violation of Palm Beach County Code, Section 2-421 – 2-440, and be punished pursuant to Section 125.69, Florida Statutes, in the same manner as a second degree misdemeanor.
- 10.9 This Agreement is subject to and governed by the laws of the State of Florida, including without limitation Chapter 448, Florida Statutes, which provides for General Labor Regulations, and specifically Section 448.095, Employment Eligibility. The Contractor acknowledges its legal obligation to comply with § 448.095, Florida Statutes.
- 10.9(a) Pursuant to Section 448.095, Florida Statutes, beginning January 1, 2021, Contractor shall register with and use the U.S. Department of Homeland Security's E-Verify system, <https://e-verifv.uscis.gov/emp>, to verify the work authorization status of all Contractor employees hired on and after January 1, 2021.
- 10.9(b) Subcontractors -
- (i) Contractor shall also require all subcontractors performing work under this Agreement to use the E-Verify system for any employees they may hire during the term of this Agreement.
 - (ii) Contractor shall obtain from all such subcontractors an affidavit stating the subcontractor does not employ, contract with, or subcontract with an unauthorized alien, as defined in section 448.095, Florida Statutes.
 - (iii) Contractor shall provide a copy of all subcontractor affidavits to the Town upon receipt and shall maintain a copy for the duration of the Agreement.
- 10.9(c) Contractor must provide evidence of compliance with Section 448.095, Florida Statutes. Evidence shall consist of an affidavit from the Contractor stating all employees hired on and after January 1, 2021 have had their work authorization status verified through the E-Verify system and a copy of their proof of registration is in the E-Verify system.
- 10.9(d) Failure to comply with this provision is a material breach of the Agreement, and shall result in the immediate termination of the Agreement without penalty to the Town. Contractor shall be liable for all costs incurred by the Town to secure a replacement Agreement, including but not limited to, any increased costs for the same services, any costs due to delay, and rebidding costs, if applicable.

11. CONFLICTS

- 11.1 The TOWN recognizes and acknowledges that the CONTRACTOR is engaged in a business which provides locating services to multiple clients including other governmental entities. Further, the TOWN recognizes and acknowledges that the CONTRACTOR may presently, or may in the future, represent clients who are or may be doing business in or with the TOWN. The TOWN agrees that the CONTRACTOR may perform services for clients who are or may have matters before the Town Council, provided CONTRACTOR discloses any and all clients it represents who may have any matters which are now or may reasonably be expected to come before the Town Council for its consideration and, provided further, that the Town Council waives the actual or potential conflict of interest created by the CONTRACTOR'S representation.
- 11.2 CONTRACTOR represents that is has no interest and shall acquire no interest(s), which conflict in any manner with the performance of services required hereunder, as provided for in Chapter 112, Part 111, of the Florida Statutes, CONTRACTOR further represents that no person having any interest shall be employed for said performance. CONTRACTOR shall notify the TOWN in writing by certified mail of all potential conflicts of interest for any prospective business association, interest or other circumstance hereunder. Such written notification shall identify the prospective business association, interest, or circumstance, the nature of work, that CONTRACTOR may undertake and request an opinion from the TOWN, the prospective business association, interest or circumstance would not constitute a conflict of interest by CONTRACTOR, the TOWN shall so state in the notification and CONTRACTOR shall, at its option, enter into said association, interest or circumstance and it shall be deemed not in conflict with respect to services provided to the TOWN by CONTRACTOR under the terms of this Agreement.

12. DOCUMENTS COMPRISING CONTRACT

- 12.1 The Contract Documents shall include this CONTRACT as well as the following documents, which are incorporated herein by reference.
- a. Town of Jupiter's Request for Proposals (RFP) and all of its addenda, appendices and exhibits which are part of the RFP set forth above.
 - b. Contractor's Certificate of Insurance
 - c. Contractor's Proposal and all included documents as a response to the TOWN'S RFP

IN WITNESS WHEREOF, the parties or their duly authorized representatives hereby execute this CONTRACT on the date first written above.

OWNER

Town of Jupiter
210 Military Trail
Jupiter, FL 33458

By:

Jim Kuretski, Mayor

(TOWN SEAL)

ATTEST

Laura E. Cahill, Town Clerk

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

By: _____
Thomas J. Baird, Town Attorney

VENDOR

Craig A. Smith & Associates, LLC
1425 E. Newport Center Drive
Deerfield Beach, FL 33442

Stephen C. Smith, P.E., President

(CORPORATE SEAL)

ATTEST

PRINT NAME AND POSITION

Exhibit A – Scope of Services

STATEMENT OF WORK

- A.** The Town of Jupiter is a member of the Florida Sunshine One Call system and has buried utilities located within utility easements, Right-of-Ways and other public properties outside Utility Facilities which are to be located under this Contract. The general scope of work for this Contract is as follows:

The Town of Jupiter is requesting proposals from qualified, experienced, and professional organizations to provide utility locating services for the following buried utilities: potable water transmission and distribution mains (approx. 479 miles) located within the Town's water service area; potable water transfer mains (approx. 0.47 miles) located between the water treatment plant and ground storage tanks; raw water transmission mains (approx. 19.5 miles) located between well sites and the water treatment plant; electrical distribution lines (approx. 8.5 miles) located between electrical/generator buildings and well sites; concentrate and waste stream mains (approx. 1.13 miles) located between Loxahatchee River District (LRD), the water plant and the Loxahatchee River; surface water recharge transfer mains (approx. 2.0 miles); and fiber optic lines (approx. 6.2 miles) located between Town Hall, the water plant, the Utility Field Office (UFO) and various well sites. Interested proposers must have extensive experience with the Florida Sunshine One Call system, provide sufficient qualified staff, provide equipment and supplies to perform the duties of the contract as described in the Request for Proposal documents, and be licensed in the State of Florida to conduct such business. The initial term of the contract will be for one year, with the option to renew annually, by mutual agreement for (3) additional one (1) year periods up to a cumulative total of four (4) years.

- B.** CONTRACTOR shall furnish: sufficient qualified labor and supervision; tools, materials, paint, flags, equipment, supplies; and transportation to perform the duties outlined in these RFP Documents/Contract Documents.
- C.** CONTRACTOR will have hardware compatible with the existing communication systems used to receive and record, locate requests directly from the One-Call center during normal business hours and respond as required by Florida law. Flagging and marking shall be in accordance with Appendix B of this RFP. CONTRACTOR shall receive transmittals directly from the One-Call center for the TOWN'S service area at no additional cost to the TOWN.
- D.** CONTRACTOR shall provide TOWN electronic direct access to CONTRACTOR'S ticket management system. TOWN requires the ability to view at the TOWN'S discretion by way of a TOWN Portal on CONTRACTOR'S internet website:
- a) Tickets to be received as they are received from One-Call center.
 - b) Ability to view status of ticket with the following information:
 - iv) Time & Date ticket request was located
 - v) Utility that was located at locate request
 - vi) Locate Technician notes if any
 - c) Ability to query all locate request
 - d) Ability to view all One-Call center completed and archived locate requests since the beginning of this Contract.
- E.** CONTRACTOR shall receive and record emergency locate requests outside of normal business hours and respond within two hours of the original call as required by Florida law.

- F.** CONTRACTOR shall receive and record locate requests from the One-Call center during normal business hours of the One-Call center and respond within required time by Florida law.
- G.** CONTRACTOR shall complete the requirements of a Normal Locate Request within two (2) business days of receiving the Locate Request as required by Florida law.
- H.** CONTRACTOR shall digitally photograph all completed locate requests including any potential damages that might occur whether at fault of the CONTRACTOR or not at fault of the CONTRACTOR.
- I.** CONTRACTOR'S personnel shall be proficient in the use of approved locating devices, methods, marking procedures, communicative skills, and record-keeping requirements necessary to perform the Locate Request and Marking tasks.
- J.** CONTRACTOR shall be responsible to retain and safeguard the TOWN's maps and records. Records shall not be disclosed by the CONTRACTOR to any person or firm outside of the CONTRACTOR'S organization. All reports, sketches, specifications, or other related project materials shall be the sole property of the TOWN and may not be used or reproduced in any form without the explicit written permission of the TOWN. CONTRACTOR agrees to return all copies of such maps and records to TOWN upon TOWN's written request or at the termination of this CONTRACT. Any maps and records furnished by the TOWN pursuant shall remain the property of the TOWN. Unless such maps and records were previously known to CONTRACTOR free of any obligation to keep them confidential, are given to CONTRACTOR by a third party not obligated to keep them confidential, or become public without any act or omission of CONTRACTOR, CONTRACTOR agrees to keep such maps and records confidential and shall use such maps and records only in the performance of this CONTRACT except upon such terms as may be agreed upon by the TOWN or as required by law. This obligation of confidentiality shall survive the termination of this CONTRACT.
- K.** CONTRACTOR shall complete all locates in accordance with the provisions of the TOWN, Chapter 556 of the Florida Statutes, and the Sunshine State One Call of Florida.
- L.** CONTRACTOR shall be responsible for any fees and/or penalties assessed by Sunshine State One Call of Florida for tickets not entered correctly or in a timely fashion by CONTRACTOR.
- M.** CONTRACTOR shall provide the TOWN with access to all locate request tickets and records.
- N.** Operations and safety under this CONTRACT are the exclusive responsibility of the CONTRACTOR.
- O.** CONTRACTOR is responsible to become fully acquainted with the conditions of the work areas before proceeding with the Work.
- P.** CONTRACTOR shall perform the Services as an independent contractor and as such it has the right to exercise control and supervision of the work and full control over the employment, direction, compensation and discharge of all persons assisting it in performing the Services; that it will be solely responsible for the payment of its employees and for the payment of all federal, state, county and municipal taxes and contributions pertaining thereto; and that it will be responsible for its own acts.
- Q.** CONTRACTOR shall not subcontract the Services or any part of the Services without the prior written approval of the TOWN.

- R.** CONTRACTOR shall comply with the provisions of all applicable permits and licenses relative to the Services to be performed hereunder. CONTRACTOR shall comply with all applicable laws, ordinances and regulations of the United States, the State of Florida, and any unit of local government correctly asserting jurisdiction, applicable to the Services (including, but not limited to Worker's Compensation, Unemployment Insurance and Social Security).
- S.** If requested by the TOWN, CONTRACTOR shall perform additional services, such as Site Surveillance (standby protection) and Soft Excavation. CONTRACTOR will be required to meet with the TOWN and, if necessary, arrange a meeting with excavator prior to excavation. Physical location of electric facilities will be performed by soft (vacuum) or hand digging.
- T.** CONTRACTOR shall at all times afford TOWN access to any and every part of the Services so as to enable the TOWN to inspect and ensure that the Services being performed conform to the terms of the CONTRACT.
- U. Procedures for Locates:**
1. Upon receipt of a request for Locate ticket, CONTRACTOR shall evaluate whether or not a field visit to the proposed excavation site and a Visual Examination is required to determine if a conflict exists between the TOWN'S Facilities and the proposed excavation. If CONTRACTOR determines that a field visit or Visual Examination is not necessary, CONTRACTOR will proceed under sub-paragraph 3 below.
 2. If CONTRACTOR determines that there are Locatable Facilities present at the excavation site, CONTRACTOR will indicate the presence of those facilities with appropriate Markings as noted in Appendix B of this RFP.
 3. If CONTRACTOR determines that TOWN's Facilities are not present at the excavation site, CONTRACTOR will notify Excavator prior to the proposed excavation that TOWN's Facilities are not present and mark the excavation site in a manner to indicate that TOWN's Facilities are not present at the proposed excavation site.
 4. CONTRACTOR will have the right to screen tickets via as-built/record drawings and other maps supplied by the TOWN. TOWN also agrees that, notwithstanding anything to the contrary contained in this CONTRACT, CONTRACTOR will not be liable for any damages that occur because of incorrect as-built/record information, drawings, or other maps supplied by the TOWN.
 5. If CONTRACTOR determines that there are Non-locatable Facilities at the excavation site, it will notify the TOWN and TOWN will determine the course of action to be followed to assure that the Non-locatable Facilities are not damaged by Excavator.
- V. Payment Applications:**
1. CONTRACTOR shall submit payment applications to the TOWN on a monthly basis for the number of 500 Foot Intervals per One-Call center tickets received, completed, and accepted by the TOWN.
 2. Charges shall be in accordance with the Contract Unit Prices submitted
 3. CONTRACTOR'S monthly payment applications shall be submitted to OWNER by the 7th of each month for work completed for the previous month.
 4. Monthly payment applications shall be submitted with supporting documentation to justify charges being requested.
 5. TOWN will not be responsible for payment of charges or costs not otherwise agreed to or authorized by the TOWN.

Exhibit B – Organizational Chart

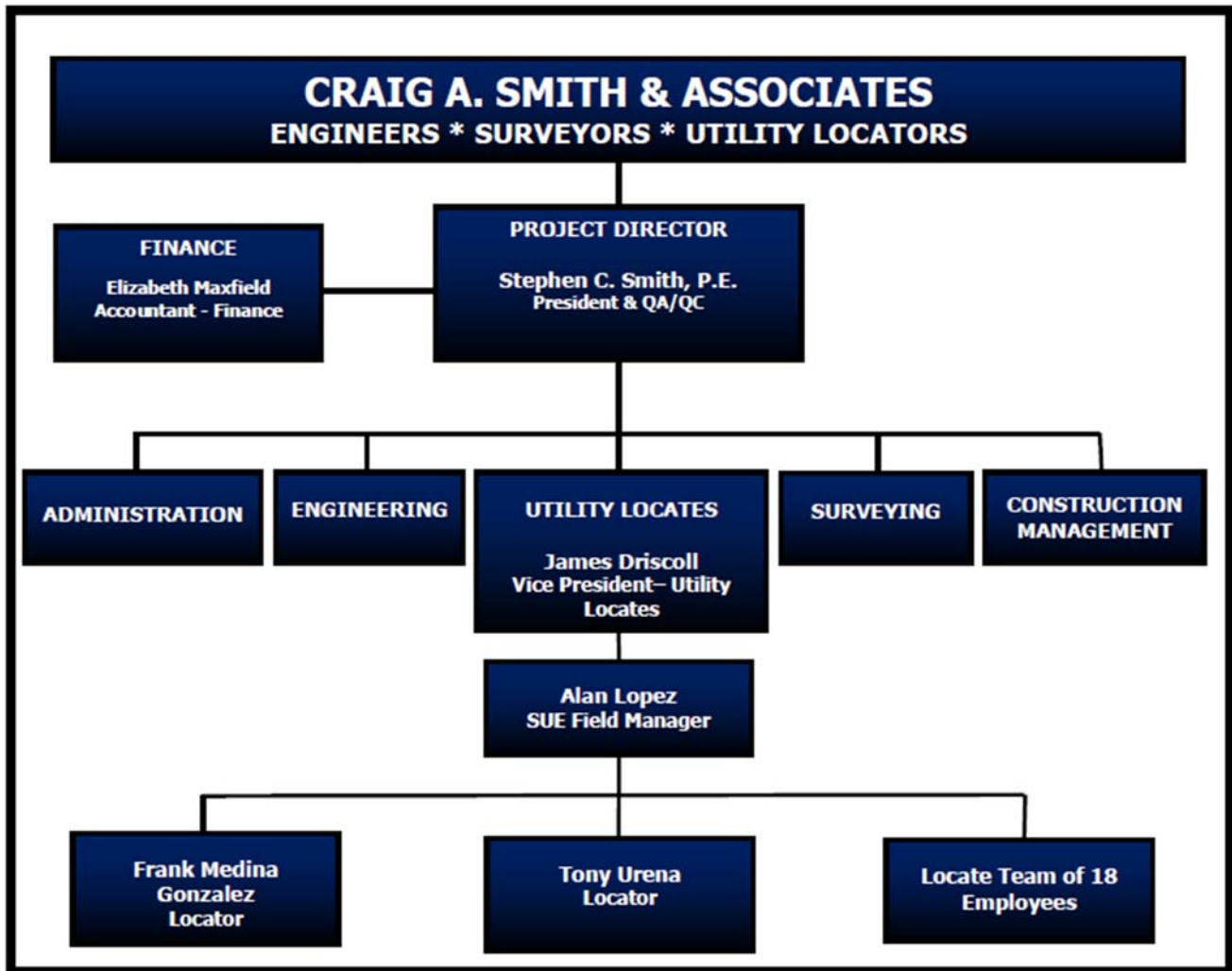


Exhibit C – Contractor's Price Proposal

Proposal Form/Proposal Schedule of Values

Utility Locating Services Contract
Town of Jupiter Utilities
(W2438)

<u>Item No.</u>	<u>Item Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total Amount</u>
1	Indemnification	1	LS	\$ 100.00	\$ 100.00
2	Sunshine State One Call 500 Foot Intervals per Ticket, Normal business hours	12,500	EA	\$ 15.75	\$ 196,875.00
3	Soft excavating with vacuum truck	75	HR	\$ 150.00	\$ 11,250.00
4	Project Pricing for Town requested site surveillance	550	¼ HR	\$ 25.00	\$ 13,750.00
Total Amount Proposed: (Items 1 – 4) =					\$ 221,975.00

Total Amount Proposed (Items 1 – 4) in Words: _____

Two Hundred and Twenty One Thousand, Nine Hundred and Seventy Five Dollars

Exhibit D – Insurance Requirements

The CONTRACTOR shall maintain, or cause to be maintained; the following specified insurance coverages in the amount set forth hereafter.

1. **WORKER’S COMPENSATION:** Coverage to apply for all employees for Statutory Limits in compliance with the applicable State and Federal laws. The policy shall include Employer’s Liability. Notwithstanding the number of employees or any other statutory provisions to the contrary, coverage shall extend to all employees of the CONSULTANT and subcontractor. Statute limits shall be in compliance with applicable State and Federal laws.
2. **COMPREHENSIVE GENERAL LIABILITY:** Shall have the minimum limits of \$500,000 Per Occurrence, Combined Single Limit for Bodily Injury Liability and Property Damage Liability. This shall include Premises and Operations, Independent CONTRACTORS, Products and Completed Operations, Broad Form Property/Personal Injury, XCU coverage, and a Contractual Liability Endorsement.
3. **BUSINESS AUTO LIABILITY:** Shall have the minimum limits of coverage of \$500,000 Per Occurrence, Combined Single Limit for Bodily Injury and Property Damage Liability. This shall be an “any-auto” policy including Owned, Hired, Non-Owned, and Employee Non-ownership Coverage.
4. **PROFESSIONAL LIABILITY: Insurance and Indemnification -** The CONTRACTOR shall maintain Professional Liability Insurance covering the CONTRACTOR for sums which the CONTRACTOR shall become legally obligated to pay as damages because of liability arising out of any negligence, error or mistake in rendering or omission in failing to render the professional services required in the performance of the CONTRACTOR’S agreement with the TOWN. Required coverage shall be for Limits of Liability not less than \$1,000,000.00.

The Town of Jupiter shall be included as an Additional Insured under the General Liability and Automobile Liability policies.

Current valid insurance policies meeting the requirements herein identified shall be maintained during the duration of the named project. There shall be a thirty (30) day notification to the Town of Jupiter, in the event of cancellation or modification of any stipulated insurance policy. It shall be the responsibility of the CONTRACTOR to ensure that all subcontractors are adequately insured or covered under their policies. Certificates of Insurance shall be on file with the Town of Jupiter, and approved by same prior to the commencement of any work activities. Such approval does not waive the CONTRACTOR’S responsibility to comply with the requirements of this section on modifications of this section. The Town may at its discretion, require the CONTRACTOR to provide a complete certified copy of its insurance policy(s).

TOWN OF JUPITER
Authorizing a 3% Increase to Water Rates



DATE	September 3, 2024
TO	Honorable Mayor and Members of Town Council
THRU	Frank Kitzerow, Town Manager
FROM	Amanda Barnes, Utilities Director
SUBJECT	Resolution No. 98-24, Authorizing a 3% Increase to Water Rates

EXECUTIVE SUMMARY

Consideration of a 3% increase to water rates, effective October 1st, 2024, to capture increases in utility operating expenses and inflationary impacts to operations, maintenance and capital investments for the Town's Water Utility and to ensure adequate funding for continued operations and renewal and replacement of aged utility assets.

Beginning in 1991, the Town initiated a policy to annually adjust water rates consistent with a national water price index so that charges for service are maintained to reflect industry-wide changes in operating expenses.

Section 20-88 Article III of Chapter 20 of the Town Code, entitled "Rates and Charges for Water Service" sets forth this process and reads as follows:

"The Town shall fix rates, fees and charges for water service, which shall remain in effect until amended by resolution of the Town Council or pursuant to an automatic increase or decrease thereof by an adjustment conforming to the annual percentage change in the U.S. Department of Labor's Water and Sewerage Maintenance Index."

In addition, the Town's Utility and Finance Departments review the Water Utility's rate model each year to evaluate whether or not a rate adjustment should be considered. The following elements are contemplated by the Town before a rate increase is proposed.

- ensure safe and reliable service while promoting environmental responsibility
- maintain rates consistent with the cost of service
- provide financial stability and long-term rate competitiveness while reducing the potential for future large one-time rate hikes
- limit exposure of the utility due to increased regulation
- support the sustainability of the utility's financial plan including funding for renewal and replacement of aging assets
- help maintain the utility's favorable credit rating while minimizing the future need for debt

Recognizing financial trends and the need to fund future capital reinvestments, the strategy implemented last year for FY 2024, was to apply a 3% base rate index plus additional increases (1.7% + 2.5%) to align with the Consumer Price Index (CPI-U, U.S. Department of Labor's Water and Sewerage Maintenance Index) and an inflationary adjustment. For FY 2025, the

proposed rate increase consists only of the 3% base rate index, which is 1.7% below the CPI-U for 2023, and no additional inflationary adjustment is proposed.

If authorized by the Town Council, the net increase to the average residential customer using 10,000 gallons of water per month is estimated to be \$1.31 per month.

Current Average Residential Monthly Water Charges = \$42.77
Proposed Average Residential Monthly Water Charges = \$44.08

The Town of Jupiter solely utilizes advanced membrane treatment technology to produce and deliver high quality, award winning drinking water to its customers. Based on a recent rate survey conducted among other water utilities in Palm Beach County and the Treasure Coast, the Town's water rates including the proposed 3% increase will remain the lowest among twelve other utilities solely utilizing advanced membrane treatment for the production of drinking water, and the 4th lowest among nineteen other utilities using conventional treatment or a combination of membrane treatment and conventional treatment, which is less expensive to operate.

Bond rating agencies have repeatedly recognized the advantageous position of Jupiter's Water Utility whereby it possesses a technologically advanced, award-winning system at some of the lowest rates for service in the region.

ANALYSIS

Fiscal year (FY) 2025 water rate projections identify the need for, at a minimum, a 3% base rate index to recapture inflationary impacts on operating and maintenance costs and to ensure adequate funding for future capital investments to replace aged utility assets. In order to continue to provide Town of Jupiter water customers with a high standard of value, service and reliability, while meeting all regulatory requirements, Town Council's consideration of the proposed 3% base rate increase to water rates for FY 2025 pursuant to the policies defined in the Town Code, is requested.

STRATEGIC PRIORITY

- Fiscal Responsibility

ATTACHMENTS

1. Resolution No. 98-24, Authorizing a 3% increase in Water Rates
2. Water Rate Historical Summary
3. U.S. Department of Labor's Water and Sewerage Maintenance Index 2023 Annual Change

FUNDING SOURCE

Approved in Budget	\$ N/A	Sources: N/A
Additional Funding Requested	\$ N/A	Sources: N/A

*Funding is not necessary for this request.

For more information or copies of the attachments, please contact Haley Johnson at haleyj@jupiter.fl.us and/or 561-741-2469.

RESOLUTION NO. 98-24

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JUPITER, FLORIDA, AUTHORIZING A 3% INCREASE IN WATER UTILITY RATES.

WHEREAS, the Town of Jupiter owns and operates a regional water utility system serving residents and businesses located in the Town of Jupiter, the Town of Juno Beach and unincorporated areas of Palm Beach and Martin Counties; and

WHEREAS, Section 20-88 Article III of Chapter 20 of the Town Code of Ordinances entitled “Rates and Charges for Water Service” states that the Town shall fix rates, fees and charges for water service which shall remain in effect until amended by resolution of the Town Council or pursuant to an automatic increase or decrease thereof by an adjustment conforming to the annual percentage change in the U.S. Department of Labor’s Water and Sewerage Maintenance Index; and

WHEREAS, the practice of evaluating water rates annually to maintain consistency with related national indexes, actual operating and maintenance expenses, and future capital requirements to support financial sustainability of the Utility is prudent and in the best interest of the Town and its water customers; and

WHEREAS, indexing for fiscal year (FY) 2025 will consist of a base rate index of 3% to align with the U.S. Department of Labor’s Water and Sewerage Maintenance Index; and

WHEREAS, the Town Council has considered the change in the U.S. Department of Labor Water and Sewerage Maintenance Index coupled with inflationary impacts and future capital investment needs of the Town’s Water Utility and deems it prudent and appropriate to apply a 3% increase to the Town’s Water Utility Rates for FY 2025.

**NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE
TOWN OF JUPITER, FLORIDA:**

Section 1. The water rate schedule attached as Exhibit A to this Resolution which applies a 3% increase to the Town's water rates is hereby authorized by the Town of Jupiter.

Section 3. This Resolution shall take effect immediately upon its execution.

09/03/2024

RESOLUTION NO. 98-24, EXHIBIT A

Water Monthly Base Facility Charge Rates			
Service Class	Meter Size	Current Rate	Proposed Rate For 10/1/2023
Residential	⅝" or ¾"	\$25.55	\$26.32
	1"	\$63.88	\$65.80
	1½"	\$127.75	\$131.60
	2"	\$204.40	\$210.56
Multi-Family / Mixed Use	All Sizes/Unit	\$18.25	\$18.80
General / Commercial	⅝" or ¾"	\$25.55	\$26.32
	1"	\$63.88	\$65.80
	1½"	\$127.75	\$131.60
	2"	\$204.40	\$210.56
	3"	\$319.38	\$329.00
	4"	\$638.75	\$658.00
	6"	\$1,533.00	\$1,579.20
	8"	\$1,916.25	\$1,974.00
	10"	\$2,555.00	\$2,632.00
	ERC	\$25.55	\$26.32
Fire Line	2"	\$83.27	\$85.77
	3"	\$154.11	\$158.73
	4"	\$242.61	\$249.89
	6"	\$475.41	\$489.67
	8"	\$757.13	\$779.84
	10"	\$1,084.83	\$1,117.37
Water Filling Station	All Sizes	\$14.28	\$14.71
Guaranteed Revenue	Per ERC	\$25.55	\$26.32

Water Commodity Charge Rates			
Service Class	Usage Blocks (Gallons)	Rate Per 1,000 Gallons	
		Current	Proposed
Residential	0 to 6,000	\$1.51	\$1.56
	6,001 to 14,000	\$2.04	\$2.10
	14,001 to 30,000	\$3.62	\$3.73
	over 30,000	\$4.76	\$4.90
Multi-Family / Mixed Use	0 to 5,000	\$1.51	\$1.56
	5,001 to 10,000	\$2.04	\$2.10
	10,001 to 22,000	\$3.62	\$3.73
	over 22,000	\$4.76	\$4.90
General / Commercial / Fire Line	0 to 6,000	\$1.51	\$1.56
	6,001 to 14,000	\$2.04	\$2.10
	over 14,000	\$3.80	\$3.91

Notes to Schedule:

1. An ERC or equivalent residential connection shall be equal to a demand of 350 gallons per day.
2. Mixed use base facility charges are calculated based on the number of multi-family residential units and the combined total of commercial ERCs for each account.
3. Live/work base facility charges are calculated based on the number of single family residential units and the combined total of commercial ERCs for each account.
4. General/commercial demand base facility charges are self-defined annually by each commercial account's historical consumption.

Town of Jupiter
Water Rate Historical Summary
10,000 Gallons Used

Fiscal Year	Rate	% Increase
2007	\$27.60	0.0%
2008	\$30.30	9.8%
2009	\$30.30	0.0%
2010	\$31.32	3.4%
2011	\$31.32	0.0%
2012	\$31.32	0.0%
2013	\$31.32	0.0%
2014	\$31.32	0.0%
2015	\$32.45	3.6%
2016	\$33.66	3.7%
2017	\$34.97	3.8%
2018	\$36.14	3.3%
2019	\$37.19	2.8%
2020	\$37.19	0.0%
2021	\$37.19	0.0%
2022	\$37.19	0.0%
2023	\$39.98	7.5%
2024	\$42.77	7.0%
2025 (Proposed)	\$44.08	3.0%

Databases, Tables & Calculators by Subject

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Consumer Price Index for All Urban Consumers (CPI-U)

Series Id: CUUR0000SEHG01
 Not Seasonally Adjusted
Series Title: Water and sewerage maintenance in U.S. city average, all urban consumers, not seasonally adjusted
Area: U.S. city average
Item: Water and sewerage maintenance
Base Period: 1982-84=100

Download:  [.xlsx](#)

Year	Dec
2014	480.698
2015	501.462
2016	521.107
2017	539.531
2018	559.042
2019	575.232
2020	594.169
2021	611.944
2022	639.319
2023	669.069

12-Month Percent Change

Series Id: CUUR0000SEHG01
 Not Seasonally Adjusted
Series Title: Water and sewerage maintenance in U.S. city average, all urban consumers, not seasonally adjusted
Area: U.S. city average
Item: Water and sewerage maintenance
Base Period: 1982-84=100

Download:  [.xlsx](#)

Year	Dec
2014	5.6
2015	4.3
2016	3.9
2017	3.5
2018	3.6
2019	2.9
2020	3.3
2021	3.0
2022	4.5
2023	4.7

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TOWN OF JUPITER
Authorizing a 7% Increase to Stormwater Utility Fees



DATE	September 3, 2024
TO	Honorable Mayor and Members of Town Council
THRU	Frank Kitzerow, Town Manager
FROM	Amanda Barnes, Utilities Director
SUBJECT	Resolution No. 99-24, Authorizing a 7% Increase to Stormwater Utility Fees

EXECUTIVE SUMMARY

Consideration of a 7% increase to stormwater utility fees, effective October 1, 2024, to capture increases in utility operating expenses and inflationary impacts and ensure appropriate funding for future capital re-investments toward continued efforts to minimize flooding risk and enhance stormwater runoff water quality to the Loxahatchee River.

Beginning in 1996, the Town initiated a policy to annually adjust stormwater utility fees consistent with a national cost index so that charges for service are maintained to reflect changes in operating expenses while reducing the need for large rate increases in future years.

The legislative authority for administering this process was established by Ordinance No. 63-96, which reads as follows:

“The Town shall fix rates, fees and charges for stormwater management which shall remain in effect until amended by the adoption of a resolution which shall take into account any annual increase or decrease of rates resulting from the application of the annual percentage change in the Consumer Price Index promulgated by the U.S. Department of Labor.”

In addition, the Town’s Utility and Finance Departments review the Stormwater Utility’s rate model each year to evaluate whether or not a rate adjustment should be considered. The following elements are contemplated by the Town before a rate increase is proposed.

- ensure safe and reliable service while promoting environmental responsibility
- maintain rates consistent with the cost of service
- provide financial stability and long-term rate competitiveness while reducing the potential for future large one-time rate hikes
- limit exposure of the utility due to increased regulation
- support the sustainability of the utility’s financial plan, including funding for renewal and replacement of aging assets and capital improvements intended to minimize the risk of flooding and enhance runoff water quality to the Loxahatchee River
- help maintain the utility’s favorable credit rating while minimizing the future need for debt

For FY 2025, the proposed 7% increase for FY2025 includes a base rate index of 3.4.%, consistent with the percent increase in the 2023 Consumer Price Index (CPI-U, across U.S) and additional increases of 2.3% to align with the CPI-U for South Florida and 1.3% for projected

future capital improvement cost adjustment. If the application of a 7% indexed adjustment is authorized by the Town Council, the net increase in the typical residential customer's stormwater utility fee would be \$0.49 per month.

Current Residential Monthly Stormwater Utility Fee = \$7.06

Proposed FY24 Residential Stormwater Utility Fee = \$7.55

Jupiter's stormwater fees, after the 7% increase, will remain the 6th lowest among a regional comparison of thirteen other municipalities in Palm Beach and the Treasure Coast.

Although the Stormwater Enterprise Fund is in a sound position financially, it is a small system currently averaging approximately \$3.8M in operating revenues; regulatory, market price increases, catastrophic weather and other major events or unanticipated financial burdens could quickly erode the overall financial stability of the system. As the Stormwater Fund continues to advance the capital cost of infrastructure improvements over the next decade, the system's cash flows will continue to be dramatically affected.

ANALYSIS

Authorizing a 7% increase in Stormwater Utility Fees effective October 1, 2024, for fiscal year (FY) 2025, pursuant to Town Code is appropriate to support the Town's Stormwater Utility in its ability to continue to provide the stormwater management services and capital investments necessary to minimize flood risk, reduce water quality impairments within the Loxahatchee River, and ensure service and reliability to the community.

STRATEGIC PRIORITY

- Fiscal Responsibility

ATTACHMENTS

1. Resolution No. 99-24, Authorizing an Adjustment in Stormwater Utility Fees
2. Stormwater Fee Historical Summary
3. U.S. Department of Labor's Consumer Price Index 2023 Annual Change

FUNDING SOURCE

Approved in Budget	\$ N/A	Sources: N/A
Additional Funding Requested	\$ N/A	Sources: N/A

*Funding is not necessary for this request.

For more information or copies of the attachments, Haley Johnson at haleyj@jupiter.fl.us and/or 561-741-2469.

RESOLUTION NO. 99-24

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JUPITER, FLORIDA, AUTHORIZING AN ADJUSTMENT IN STORMWATER UTILITY FEES.

WHEREAS, the Town of Jupiter owns and operates a municipal stormwater utility serving residents and businesses located in the Town of Jupiter; and

WHEREAS, adopted Ordinance No. 63-96 provides that the Town shall fix rates, fees and charges for stormwater management which shall remain in effect until amended by adoption of a resolution which shall consider any annual increase or decrease of rates resulting from the application of the annual percentage change in the Consumer Price Index promulgated by the U. S. Department of Labor; and

WHEREAS, the practice of evaluating and indexing stormwater fees annually to maintain consistency with related national indexes, actual operating and maintenance expenses, and future capital requirements is necessary to support the sustainability of the Utility's financial plan including flood risk mitigation, funding renewal and replacement of aging assets and capital improvements intended to enhance runoff water quality to the Loxahatchee River; and

WHEREAS, the proposed stormwater fee increase of 7.0% for fiscal year (FY) 2025 includes a base rate index of 3%, based on the percent increase in the 2023 U.S. Department of Labor's Consumer Price Index (CPI-U) and a 4% inflation and future capital improvement cost adjustment; and

WHEREAS, the Town Council has considered the change in the Consumer Price Index coupled with inflationary impacts and future capital investment needs of the

Stormwater Utility and deemed it prudent and appropriate to apply an indexing adjustment of 7.0% to the Town's Stormwater Utility Fees for FY 2025.

**NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE
TOWN OF JUPITER, FLORIDA:**

Section 1. The Stormwater Utility Fee schedule attached as Exhibit A to this Resolution which applies a 7.0% increase to the Town's stormwater fees beginning October 1, 2024 is hereby authorized by the Town of Jupiter.

Section 3. This Resolution shall take effect immediately upon its execution.

09/03/2024

RESOLUTION NO. 99-24, EXHIBIT A

Stormwater Equivalent Residential Unit (ERU) Rates		
Property Classification	Current Rate	Proposed Rate
Residential Developed Property	\$7.06	\$7.55
Non-Residential Developed Property	\$7.06	\$7.55
Undisturbed Parcel	N/A	N/A

**Town of Jupiter
Stormwater Fee Historical Summary
Per Residential ERU**

Fiscal Year	Rate	% Increase
2007	\$4.19	2.1%
2008	\$4.37	4.3%
2009	\$4.37	0.0%
2010	\$4.37	0.0%
2011	\$4.37	0.0%
2012	\$4.37	0.0%
2013	\$4.37	0.0%
2014	\$4.37	0.0%
2015	\$4.46	2.1%
2016	\$4.55	2.1%
2017	\$4.65	2.1%
2018	\$4.98	7.0%
2019	\$5.33	7.0%
2020	\$5.70	7.0%
2021	\$6.10	7.0%
2022	\$6.17	1.0%
2023	\$6.60	7.0%
2024	\$7.06	7.0%
2025 (Proposed)	\$7.55	7.0%

Databases, Tables & Calculators by Subject

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Data extracted on: April 3, 2024 (1:30:23 PM)

Consumer Price Index for All Urban Consumers (CPI-U)

Series Id: CUUR0000SA0
Not Seasonally Adjusted
Series Title: All items in U.S. city average, all urban consumers, not seasonally adjusted
Area: U.S. city average
Item: All items
Base Period: 1982-84=100

Download:  [.xlsx](#)

Year	Dec
2014	234.812
2015	236.525
2016	241.432
2017	246.524
2018	251.233
2019	256.974
2020	260.474
2021	278.802
2022	296.797
2023	306.746

12-Month Percent Change

Series Id: CUUR0000SA0
Not Seasonally Adjusted
Series Title: All items in U.S. city average, all urban consumers, not seasonally adjusted
Area: U.S. city average
Item: All items
Base Period: 1982-84=100

Download:  [.xlsx](#)

Year	Dec
2014	0.8
2015	0.7
2016	2.1
2017	2.1
2018	1.9
2019	2.3
2020	1.4
2021	7.0
2022	6.5
2023	3.4

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TOWN OF JUPITER
Division of Emergency Management Statewide Mutual Aid Agreement



DATE	September 3, 2024
TO	Honorable Mayor and Members of Town Council
THRU	Frank Kitzerow, Town Manager
FROM	David England, Chief of Police
SUBJECT	Resolution 101-24 Division of Emergency Management Statewide Mutual Aid Agreement

EXECUTIVE SUMMARY

Town Staff is providing Resolution 101-24 for the approval of a statewide mutual aid agreement between the Florida Division of Emergency Management and the Town of Jupiter.

The State of Florida Emergency Management Act, Chapter 252, authorizes the State and its political subdivisions to provide emergency assistance in the event of a disaster or emergency. The Statewide Mutual Aid Agreement with the Florida Division of Emergency Management provides a mechanism for requesting, providing, and reimbursing mutual aid to other jurisdictions throughout the state.

This agreement is an updated version of the agreement the Town has participated in since 2001. It replaces all previous agreements. The Town Attorney has reviewed the attached agreement and finds it to be in acceptable form.

ANALYSIS

Participating in this agreement will maximize the prompt, full, and effective use of resources of all participating governments in the event of an emergency or disaster. Staff recommends approval of Resolution 101-24.

STRATEGIC PRIORITY

- Safety
- Organizational Excellence

ATTACHMENTS

1. Resolution 101-24
2. Statewide Mutual Aid Agreement 2023

FUNDING SOURCE

Funding is not necessary for this request.

For more information or to request attachments, please contact Chief David England at 0909@jupiter.fl.us.

RESOLUTION 101-24

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN
OF JUPITER, FLORIDA FOR THE ADOPTION OF
STATEWIDE MUTUAL AID AGREEMENT**

WHEREAS, the State of Florida is vulnerable to a wide range of emergencies and disasters that are likely to cause the disruption of essential services and the destruction of the infrastructure needed to deliver those services; and

WHEREAS, such emergencies and disasters often exceed the emergency response and recovery capabilities of any one county or local government; and

WHEREAS, such incidents may also give rise to unusual and unanticipated physical and technical needs which a local government cannot meet with existing resources, but that other local governments within the State of Florida may be able to provide; and

WHEREAS, the State of Florida Emergency Management Act, Chapter 252, Fla. Stat. ("Emergency Management Act"), authorizes the State and its political subdivisions to provide emergency aid and assistance in the event of a disaster or emergency; and

WHEREAS, the Emergency Management Act also authorizes the State to coordinate the provision of any equipment, services, or facilities owned or organized by the State or its political subdivisions for use in the affected area upon the request of the duly constituted authority of the area; and

WHEREAS, this Resolution authorizes the request, provision, and receipt of interjurisdictional mutual assistance among political subdivisions within the State in accordance with the Emergency Management Act; and

WHEREAS, the Town of Jupiter is a municipality of the State of Florida within such power and authority as has been conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes.

NOW, THEREFORE, be it resolved by the Town Council of the Town of Jupiter, Florida:

Section 1: The foregoing recitals are incorporated herein.

Section 2: In order to maximize the prompt, full and effective use of resources of all participating municipalities in the event of an emergency or disaster, the Town hereby

adopts the Statewide Mutual Aid Agreement which is attached hereto and incorporated herein by reference.

Section 3: The Mayor is authorized and directed to execute the Statewide Mutual Aid Agreement.

Section 4: This Resolution shall take effect upon its execution.

#5669670 v1 26503-00001



STATE OF FLORIDA DIVISION OF EMERGENCY MANAGEMENT



Ron DeSantis, Governor

Kevin Guthrie, Executive Director

STATEWIDE MUTUAL AID AGREEMENT - 2023

This Agreement is an acknowledgment of receipt by the Florida Division of Emergency Management ("the Division") and the local government ("Participating Party") signing this Agreement. Execution of this agreement replaces all previous iterations and is active until a new agreement is drafted and requested by The Division.

This Agreement is based on the existence of the following conditions:

- A. The State of Florida is vulnerable to a wide range of emergencies and disasters that are likely to cause the disruption of essential services and the destruction of the infrastructure needed to deliver those services.
- B. Such emergencies and disasters often exceed the emergency response and recovery capabilities of any one county or local government.
- C. Such incidents may also give rise to unusual and unanticipated physical and technical needs which a local government cannot meet with existing resources, but that other local governments within the State of Florida may be able to provide.
- D. The Emergency Management Act, chapter 252, *Florida Statutes*, provides each local government of the state the authority to develop and enter into mutual aid agreements within the state for reciprocal emergency aid in case of emergencies too extensive to be dealt with unassisted, and through such agreements ensure the timely reimbursement of costs incurred by the local governments which render such assistance.
- E. Pursuant to chapter 252.32, *Florida Statutes*, the Division renders mutual aid among the political subdivisions of the state to carry out emergency management functions and responsibilities.
- F. Pursuant to chapter 252, *Florida Statutes*, the Division has the authority to coordinate and direct emergency management assistance between local governments and concentrate available resources where needed.

Based on the existence of the foregoing conditions, the Parties agree to the following articles:

ARTICLE I: DEFINITIONS

As used in this Agreement, the following expressions shall have the following meanings:

- A. The "Agreement" is this Agreement, which shall be referred to as the Statewide Mutual Aid Agreement ("SMAA").



STATE OF FLORIDA DIVISION OF EMERGENCY MANAGEMENT



Ron DeSantis, Governor

Kevin Guthrie, Executive Director

- B. The “Division” is the Florida Division of Emergency Management.
- C. A “Requesting Party” to this Agreement is a Participating Party who requests assistance under this agreement.
- D. An “Assisting Party” to this Agreement is a Participating Party who provides assistance to a Requesting Party under this agreement.
- E. The “Period of Assistance” is the time during which an Assisting Party renders assistance to a Requesting Party under this agreement and includes the time necessary for the resources and personnel of the Assisting Party to travel to the place specified by the Requesting Party and the time necessary to return to their place of origin.
- F. A “Mission” is a documented emergency response activity performed during a Period of Assistance, usually in reference to one operational function or activity.
- G. A “local government” is any educational district, special district, or any entity that is a “local governmental entity” within the meaning of section 11.45(1)(g), *Florida Statutes*.
- H. An “educational district” is any school district within the meaning of section 1001.30, *Florida Statutes*, and any Florida College System Institution or State University within the meaning of section 1000.21, *Florida Statutes*.
- I. A “special district” is any local or regional governmental entity which is an independent special district within the meaning of section 189.012(3), *Florida Statutes*, established by local, special, or general act, or by rule, ordinance, resolution, or interlocal agreement.
- J. A “tribal council” is the respective governing bodies of the Seminole Tribe of Florida and Miccosukee Tribe of Indians recognized as special improvement district by section 285.18(1), *Florida Statutes*.
- K. An “interlocal agreement” is any agreement between local governments within the meaning of section 163.01(3)(a), *Florida Statutes*.
- L. A “Resource Support Agreement” as used in this Agreement refers to a supplemental agreement of support between a Requesting Party and an Assisting Party.
- M. “Proof of work” as used in this Agreement refers to original and authentic documentation of a single individual or group of individuals’ emergency response activity at a tactical level.



STATE OF FLORIDA DIVISION OF EMERGENCY MANAGEMENT



Ron DeSantis, Governor

Kevin Guthrie, Executive Director

- N. "Proof of payment" as used in this Agreement refers to original and authentic documentation of an emergency response expenditure made by an Assisting Party.
- O. A "Reimbursement Package" as used in this Agreement refers to a full account of mission response documentation supported by proof of work and proof of payment.
- P. Any expressions not assigned definitions elsewhere in this Agreement shall have the definitions assigned them by the Emergency Management Act, Chapter 252, *Florida Statutes*.

ARTICLE II: APPLICABILITY OF THE AGREEMENT

Any Participating Party, including the Division, may request assistance under this Agreement for a "major disaster" or "catastrophic disaster" as defined in section 252.34, *Florida Statutes*, minor disasters, and other such emergencies as lawfully determined by a Participating Party.

ARTICLE III: INVOCATION OF THE AGREEMENT

In the event of an emergency or anticipated emergency, a Participating Party may request assistance under this Agreement from any other Participating Party or the Division if, in the judgement of the Requesting Party, its own resources are inadequate to meet the needs of the emergency or disaster.

- A. Any request for assistance under this Agreement may be oral, but within five (5) calendar days must be confirmed in writing by the Requesting Party. All requests for assistance under this Agreement shall be transmitted by the Requesting Party to another Participating Party or the Division. If the Requesting Party transmits its request for Assistance directly to a Participating Party other than the Division, the Requesting Party and Assisting Party shall keep the Division advised of their activities.
- B. The Division shall relay any requests for assistance under this Agreement to such other Participating Parties as it may deem appropriate and coordinate the activities of the Assisting Parties to ensure timely assistance to the Requesting Party. All such activities shall be carried out in accordance with the State's Comprehensive Emergency Management Plan.

ARTICLE IV: RESPONSIBILITIES OF REQUESTING PARTIES

To the extent practicable, all Requesting Parties shall provide the following information to their respective county emergency management agency, the Division, and the intended Assisting Party or Parties. In providing such information, Requesting Parties should utilize Section I of the



STATE OF FLORIDA DIVISION OF EMERGENCY MANAGEMENT



Ron DeSantis, Governor

Kevin Guthrie, Executive Director

Resource Support Agreement (RSA) Form, available via the [Division approved documents SharePoint site](#)¹.

- A. A description of the Mission to be performed by the Assisting Party;
- B. A description of the resources and capabilities needed to complete the Mission successfully;
- C. The location, date, and time personnel and resources from the Assisting Party should arrive at the incident site, staging area, facility, or other location designated by the Requesting Party;
- D. A description of the health, safety, and working conditions expected for deploying personnel;
- E. Lodging and meal availability;
- F. Any logistical requirements;
- G. A description of any location or facility outside the territorial jurisdiction of the Requesting Party needed to stage incoming resources and personnel;
- H. The location date, and time for personnel of the Requesting Party to meet and receive the personnel and equipment of the Assisting Party; and
- I. A technical description of any communications equipment needed to ensure effective information sharing between the Requesting Party, any Assisting Parties, and all relevant responding entities.

ARTICLE V: RESPONSIBILITIES OF ASSISTING PARTIES

Each Party shall render assistance under this Agreement to any Requesting Party to the extent practicable that its personnel, equipment, resources, and capabilities can render assistance. If upon receiving a request for assistance under this Agreement a Party determines that it has the capacity to render some or all of such assistance, it shall provide the following information without delay to the Requesting Party, the Division, and the Assisting Party's County emergency management agency. In providing such information, the Assisting Party should utilize the Section II of the Resource Support Agreement (RSA) Form, available via the [Division approved documents SharePoint site](#).

¹ FDEM approved documents such as activity logs and mutual aid forms can be found at:
https://portal.floridadisaster.org/projects/FROC/FROC_Documents/Forms/AllItems.aspx?View=%7B6F3CF7BD%2DC0A4%2D4BE2%2DB809%2DC8009D7D0686%7D



STATE OF FLORIDA DIVISION OF EMERGENCY MANAGEMENT



Ron DeSantis, Governor

Kevin Guthrie, Executive Director

- A. A description of the personnel, equipment, supplies, services and capabilities it has available, together with a description of the qualifications of any skilled personnel;
- B. An estimate of the time such personnel, equipment, supplies, and services will continue to be available;
- C. An estimate of the time it will take to deliver such personnel, equipment, supplies, and services to the location(s) specified by the Requesting Party;
- D. A technical description of any communications and telecommunications equipment available for timely communications with the Requesting Party and other Assisting Parties;
- E. The names and contact information of all personnel whom the Assisting Party has designated as team leaders or supervisors; and
- F. An estimated cost for the provision of assistance.

ARTICLE VI: RENDITION OF ASSISTANCE

The Requesting Party shall afford the emergency response personnel of all Assisting Parties, while operating within the jurisdictional boundaries of the Requesting Party, the same powers, duties, rights, and privileges, except that of arrest unless specifically authorized by the Requesting Party, as are afforded the equivalent emergency response personnel of the Requesting Party. Emergency response personnel of the Assisting Party will remain under the command and control of the Assisting Party, but during the Period of Assistance, the resources and responding personnel of the Assisting Party will perform response activities under the operational and tactical control of the Requesting Party.

- A. Unless otherwise agreed upon between the Requesting and Assisting Party, the Requesting Party shall be responsible for providing food, water, and shelter to the personnel of the Assisting Party. For Missions performed in areas where there are insufficient resources to support responding personnel and equipment throughout the Period of Assistance, the Assisting Party shall, to the fullest extent practicable, provide their emergency response personnel with the equipment, fuel, supplies, and technical resources necessary to make them self-sufficient throughout the Period of Assistance. When requesting assistance, the Requesting Party may specify that Assisting Parties send only self-sufficient personnel and resources but must specify the length of time self-sufficiency should be maintained.



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Ron DeSantis, Governor

Kevin Guthrie, Executive Director

- B. Unless the Requesting Party has specified the contrary, it shall, to the fullest extent practicable, coordinate all communications between its personnel and the responding personnel of the Assisting Parties, and shall determine and share the frequencies and other technical specifications of all communications equipment to be used, as appropriate, with the deployed personnel of the Assisting Parties.
- C. Personnel of the Assisting Party who render assistance under this Agreement shall receive the usual wages, salaries, and other compensation as are normally afforded to personnel for emergency response activities within their home jurisdiction, and shall have all the immunities, rights, interests, and privileges applicable to their normal employment. If personnel of the Assisting Party hold local licenses or certifications limited to the jurisdiction of issue, then the Requesting Party shall recognize and honor those licenses or certifications for the duration of the Period of Assistance.

ARTICLE VII: REIMBURSEMENT

After the Period of Assistance has ended, the Assisting Party shall have 45 days to develop a full reimbursement package for services rendered and resources supplied during the Period of Assistance. All expenses claimed to the Requesting Party must have been incurred in direct response to the emergency as requested by the Requesting Party and must be supported by proof of work and proof of payment.

To guide the proper documentation and accountability of expenses, the Assisting Party should utilize the Claim Summary Form, available via the [Division approved documents SharePoint site](#) as a guide and summary of expense to collect information to then be formally submitted for review by the Requesting Party.

To receive reimbursement for assistance provided under this agreement, the Assisting Party shall provide, at a minimum, the following supporting documentation to the Requesting Party unless otherwise agreed upon between the Requesting and Assisting Parties:

- A. A complete and authentic description of expenses incurred by the Assisting Party during the Period of Assistance;
- B. Copy of a current and valid Internal Revenue Service W-9 Form;
- C. Copies of all relevant payment and travel policies in effect during the Period of Assistance;
- D. Daily personnel activity logs demonstrating emergency response activities performed for all time claimed (for FDEM reimbursement Division approved activity logs will be required for personnel activity claims);



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- E. Official payroll and travel reimbursement records for all claimed personnel expenses;
- F. Neat and comprehensive fringe benefit calculations for each position class or category of claimed personnel;
- G. Written justification for all additional expenses/purchases incurred during the Period of Assistance;
- H. Proof of payment for additional/miscellaneous expenses incurred during the Period of Assistance
- I. Equipment activity logs demonstrating equipment use and operation in support of emergency response activities for all time claimed (for FDEM reimbursement Division approved forms will be required for equipment activity claims);
- J. Proof of reimbursement to all employees who incurred emergency response expenses with personal money;
- K. Justification for equipment repair expenses; and
- L. Copies of any applicable supporting agreements or contracts with justification.

If a dispute or disagreement regarding the eligibility of any expense arises, the Requesting Party, Assisting Party, or the Division may elect binding arbitration. If binding arbitration is elected, the Parties must select as an arbitrator any elected official of another Participating Party, or any other official of another Participating Party whose normal duties include emergency management, and the other Participating Party shall also select such an official as an arbitrator, and the arbitrators thus chosen shall select another such official as a third arbitrator.

The three (3) arbitrators shall convene by teleconference or videoconference within thirty (30) calendar days to consider any documents and any statements or arguments by the Division, the Requesting Party, or the Assisting Party concerning the protest, and shall render a decision in writing not later than ten (10) business days after the close of the hearing. The decision of a majority of the arbitrators shall bind the parties and shall be final.

If the Participating Parties do not elect binding arbitration, this agreement and any disputes arising thereunder shall be governed by the laws of the State of Florida and venue shall be in Leon County, Florida. Nothing in this Agreement shall be construed to create an employer-employee relationship or a partnership or joint venture between the participating parties. Furthermore, nothing contained herein shall constitute a waiver by either Party of its sovereign immunity or the provisions of section 768.28, Florida Statutes. Nothing herein shall be construed as consent by either Party to be sued by third parties.



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ARTICLE VIII: COST ELIGIBLE FOR REIMBURSEMENT

The costs incurred by the Assisting Party under this Agreement shall be reimbursed as needed to make the Assisting Party whole to the fullest extent practicable.

- A. Employees of the Assisting Party who render assistance under this Agreement shall be entitled to receive from the Assisting Party all their usual wages, salaries, and any and all other compensation for mobilization, hours worked, and demobilization. Such compensation shall include any and all contributions for insurance and retirement, and such employees shall continue to accumulate seniority at the usual rate. As between the employees and the Assisting Party, the employees shall have all the duties, responsibilities, immunities, rights, interests, and privileges incident to their usual employment. The Requesting Party shall reimburse the Assisting Party for these costs of employment.
- B. The costs of equipment supplied by the Assisting Party shall be reimbursed at the rental rate established in FEMA' s Schedule of Equipment, or at any other rental rate agreed to by the Requesting Party. In order to be eligible for reimbursement, equipment must be in actual operation performing eligible work. The labor costs of the operator are not included in the rates and should be approved separately from equipment costs. The Assisting Party shall pay for fuels, other consumable supplies, and repairs to its equipment as needed to keep the equipment in a state of operational readiness. Rent for the equipment shall be deemed to include the cost of fuel and other consumable supplies, maintenance, service, repairs, and ordinary wear and tear. With the consent of the Assisting Party, the Requesting Party may provide fuels, consumable supplies, maintenance, and repair services for such equipment at the site. In that event, the Requesting Party may deduct the actual costs of such fuels, consumable supplies, maintenance, and services from the total costs otherwise payable to the Assisting Party. If the equipment is damaged while in use under this Agreement and the Assisting Party receives payment for such damage under any contract of insurance, the Requesting Party may deduct such payment from any item or items billed by the Assisting Party for any of the costs for such damage that may otherwise be payable.
- C. The Requesting Party shall pay the total costs for the use and consumption of any and all consumable supplies delivered by the Assisting Party for the Requesting Party under this Agreement. In the case of perishable supplies, consumption shall be deemed to include normal deterioration, spoilage, and damage notwithstanding the exercise of reasonable care in its storage and use. Supplies remaining unused shall be returned to the Assisting Party in usable condition upon the close of the Period of Assistance, and the Requesting Party may deduct the cost of such returned supplies from the total costs billed by the Assisting Party for such supplies. If the Assisting Party agrees, the Requesting Party may also replace any and all used consumable supplies with like



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supplies in usable condition and of like grade, quality and quantity within the time allowed for reimbursement under this Agreement.

- D. The Assisting Party shall keep records to document all assistance rendered under this Agreement. Such records shall present information sufficient to meet the audit requirements specified in the regulations of FEMA and any applicable circulars issued by the State of Florida. Upon reasonable notice, the Assisting Party shall make its records available the Requesting Party for inspection or duplication between 8:00 a.m. and 5:00 p.m. on all weekdays, except for official holidays.

ARTICLE IX: INSURANCE

Each Participating Party shall determine for itself what insurance to procure, if any. With the exceptions in this Article, nothing in this Agreement shall be construed to require any Participating Party to procure insurance.

- A. Each Participating Party shall procure employers' insurance meeting the requirements of the Workers' Compensation Act, as amended, affording coverage for any of its employees who may be injured while performing any activities under the authority of this Agreement, and shall be provided to each Participating Party.
- B. Participating Parties may elects additional insurance affording liability coverage for any activities that may be performed under the authority of this Agreement .
- C. Subject to the limits of such liability insurance as any Participating Party may elect to procure, nothing in this Agreement shall be construed to waive, in whole or in part, any immunity any Participating Party may have in any judicial or quasi-judicial proceeding.
- D. Each Participating Party which renders assistance under this Agreement shall be deemed to stand in the relation of an independent contractor to all other Participating Parties and shall not be deemed to be the agent of any other Participating Party.
- E. Nothing in this Agreement shall be construed to relieve any Participating Party of liability for its own conduct and that of its employees.
- F. Nothing in this Agreement shall be construed to obligate any Participating Party to indemnify any other Participating Party from liability to third parties.



STATE OF FLORIDA DIVISION OF EMERGENCY MANAGEMENT



Ron DeSantis, Governor

Kevin Guthrie, Executive Director

ARTICLE X: GENERAL REQUIREMENTS

Notwithstanding anything to the contrary elsewhere in this Agreement, all Participating Parties shall be subject to the following requirements in the performance of this Agreement:

- A. All Participating Parties shall allow public access to all documents, papers, letters, or other materials subject to the requirements of the Public Records Act, as amended, and made or received by any Participating Party in conjunction with this Agreement.
- B. No Participating Party may hire employees in violation of the employment restrictions in the Immigration and Nationality Act, as amended.
- C. No costs reimbursed under this Agreement may be used directly or indirectly to influence legislation or any other official action by the Legislature of the State of Florida or any of its agencies.
- D. Any communication to the Division under this Agreement shall be sent via either email, the Division of Emergency Managements Enterprise System (DEMES), or mail to the Response Bureau, Florida Division of Emergency Management, 2555 Shumard Oak Boulevard, Tallahassee, Florida 32399-2100.
- E. Any communication to a Participating Party shall be sent to the official or officials specified by that Participating Party. For the purpose of this section, any such communication may be sent by the U.S. Mail, e-mail, or other electronic platforms.

ARTICLE XI: EFFECTS OF AGREEMENT

Upon its execution by a Participating Party, this Agreement shall have the following effect with respect to that Participating Party:

- A. The execution of this Agreement by any Participating Party which is a signatory to the Statewide Mutual Aid Agreement of 1994 shall terminate the rights, interests, duties, responsibilities, and obligations of that Participating Party under the Statewide Mutual Aid Agreement of 1994, but such termination shall not affect the liability of the Participating Party for the reimbursement of any costs due under the Statewide Mutual Aid Agreement of 1994, regardless of whether such costs are billed or unbilled.
- B. The execution of this Agreement by any Participating Party which is a signatory to the Public Works Mutual Aid Agreement shall terminate the rights, interests, duties, responsibilities and obligations of that Participating Party under the Public Works Mutual Aid Agreement, but such termination shall not affect the liability of the Participating Party for the reimbursement of any costs due under the Public Works Mutual Aid Agreement,



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Ron DeSantis, Governor

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regardless of whether such costs are billed or unbilled.

- C. Upon the activation of this Agreement by the Requesting Party, this Agreement shall supersede any other existing agreement between it and any Assisting Party to the extent that the former may be inconsistent with the latter.
- D. Upon its execution by any Participating Party, this Agreement will continue in effect for one (1) year from its date of execution by that Participating Party, and it shall automatically renew each year after its execution, unless within sixty (60) calendar days before the renewal date the Participating Party notifies the Division, in writing, of its intent to withdraw from the Agreement.
- E. The Division shall transmit any amendment to this Agreement by sending the amendment to all Participating Parties not later than five (5) business days after its execution by the Division. Such amendment shall take effect not later than sixty (60) calendar days after the date of its execution by the Division and shall then be binding on all Participating Parties. Notwithstanding the preceding sentence, any Participating Party who objects to the amendment may withdraw from the Agreement by notifying the Division in writing of its intent to do so within that time in accordance with section F of this Article.
- F. A Participating Party may rescind this Agreement at will after providing the other Participating Party a written SMAA withdrawal notice. Such notice shall be provided at least 30 days prior to the date of withdrawal. This 30-day withdrawal notice must be: written, signed by an appropriate authority, duly authorized on the official letterhead of the Participating Party, and must be sent via email, the Division of Emergency Managements Enterprise System (DEMES), or certified mail.

ARTICLE XII: INTERPRETATION AND APPLICATION OF AGREEMENT

The interpretation and application of this Agreement shall be governed by the following conditions:

- A. The obligations and conditions resting upon the Participating Parties under this Agreement are not independent, but dependent.
- B. Time shall be of the essence of this Agreement, and of the performance of all conditions, obligations, duties, responsibilities, and promises under it.
- C. This Agreement states all the conditions, obligations, duties, responsibilities, and promises of the Participating Parties with respect to the subject of this Agreement, and there are no conditions, obligations, duties, responsibilities, or promises other than those expressed in this Agreement.



STATE OF FLORIDA DIVISION OF EMERGENCY MANAGEMENT



Ron DeSantis, Governor

Kevin Guthrie, Executive Director

- D. If any sentence, clause, phrase, or other portion of this Agreement is ruled unenforceable or invalid, every other sentence, clause, phrase, or other portion of the Agreement shall remain in full force and effect, it being the intent of the Division and the other Participating Parties that every portion of the Agreement shall be severable from every other portion to the fullest extent practicable. The Division reserves the right, at its sole and absolute discretion, to change, modify, add, or remove portions of any sentence, clause, phrase, or other portion of this Agreement that conflicts with state law, regulation, or policy. If the change is minor, the Division will notify the Participating Party of the change and such changes will become effective immediately; therefore, please check these terms periodically for changes. If the change is substantive, the Participating Parties may be required to execute the Agreement with the adopted changes. Any continued or subsequent use of this Agreement following the posting of minor changes to this Agreement shall signify implied acceptance of such changes.
- E. The waiver of any obligation or condition in this Agreement by a Participating Party shall not be construed as a waiver of any other obligation or condition in this Agreement.

NOTE: This iteration of the State of Florida Statewide Mutual Aid Agreement will replace all previous versions.

The Division shall provide reimbursement to Assisting Parties in accordance with the terms and conditions set forth in this Article for missions performed at the direct request of the Division. Division reimbursement eligible expenses must be in direct response to the emergency as requested by the State of Florida. All required cost estimations and claims must be executed through the DEMES Mutual Aid Portal and assisting agencies must use all required [FDEM forms](#) for documentation and cost verification. If a Requesting Party has not forwarded a request through the Division, or if an Assisting Party has rendered assistance without being requested to do so by the Division, the Division shall not be liable for the costs of any such assistance.

FDEM reserves the right to deny individual reimbursement requests if deemed to not be in direct response to the incident for which asset was requested.

IN WITNESS WHEREOF, the Parties have duly executed this Agreement on the date specified below:



STATE OF FLORIDA DIVISION OF EMERGENCY MANAGEMENT



Ron DeSantis, Governor

Kevin Guthrie, Executive Director

FOR ADOPTION BY A CITY

STATE OF FLORIDA
DIVISION OF EMERGENCY MANAGEMENT

By: _____ Date: _____

Kevin Guthrie, Executive Director or
Ian Guidicelli, Authorized Designee

ATTEST:
CITY CLERK

CITY OF **JUPITER**
STATE OF FLORIDA

By: _____

By: _____

Title: **Laura Cahill, Town Clerk**

Title: **Jim Kuretski, Mayor**

Date: _____

Approved as to Form:

By: _____

City Attorney



STATE OF FLORIDA DIVISION OF EMERGENCY MANAGEMENT



Ron DeSantis, Governor

Kevin Guthrie, Executive Director

STATEWIDE MUTUAL AID AGREEMENT – SAMPLE ATTACHMENT **Encompassed Entities**

This notice is an acknowledgment of an amendment to the 2023 SMAA by the Florida Division of Emergency Management (“the Division”) which allows parent entities to include individual departments and subdivisions, within their authority, to be listed as SMAA designees eligible for SMAA request and assistance procedures.

By our authority and adoption of the attached 2023 Statewide Mutual Aid agreement, as the parent entity, the following departments and subdivisions will be included as SMAA signatories for all asset request, assistance, and applicable reimbursement processes:

All entities listed herein will still require access to the DEMES Mutual Aid System for FDEM Reimbursement process requirements.

Town of Jupiter, Office of The Town Manager

Town of Jupiter Finance Department

Town of Jupiter Police Department

Town of Jupiter Fire Rescue Department

Town of Jupiter Public Works Department

TOWN OF JUPITER
Temporary Construction Easement with Johnson Bros. Corporation



DATE	September 3, 2024
TO	Honorable Mayor and Members of Town Council
THRU	Frank Kitzerow, Town Manager
FROM	Thomas Hernandez, Director of Engineering and Public Works
SUBJECT	Approval of Resolution 104-24, approving a temporary construction easement with Johnson Bros. Corporation, A Southland Company for use of a portion of Lighthouse Park and authorizing Town staff to terminate the existing Piatt Place easement agreement

EXECUTIVE SUMMARY

Town staff is providing Resolution 104-24 for consideration by Town Council for a temporary construction easement agreement (easement) with Johnson Bros. Corporation, a Southland Company (Johnson Bros.) for use of a portion of the Lighthouse Park. Resolution 104-24 also authorizes Town staff to issue a letter to Johnson Bros. for the termination of the existing temporary construction easement agreement at Piatt Place.

On September 23, 2021, Town Council approved Resolution 102-21, for a temporary construction easement on a portion of the Town owned Piatt Place property adjacent to US Highway 1. The portion of the property that was approved under Resolution 102-21 was intended for laydown area for Johnson Bros., the contractor for the Florida Department of Transportation's US 1 Bascule Bridge Replacement Project, FM 428400-2. The easement approved under Resolution 102-21 is valid until December 31, 2024, but it may be modified by agreement by both the Town and Johnson Bros. in writing.

To allow for the construction of the new Fire Station at the Piatt Place property beginning on October 1, 2024, Town staff has negotiated a temporary construction easement agreement with Johnson Bros. The proposed easement agreement will require Johnson Bros. to relocate their temporary construction trailers currently at the Piatt Place property to the location shown in the attached easement agreement within Lighthouse Park. The location proposed for the construction trailers and laydown area within Lighthouse Park is not utilized for active play areas and does not impact the use of the playing fields to the north. The proposed easement will also provide Johnson Bros. temporary access through Lighthouse Park to reach the laydown area. Additionally, the easement requires the Town to pay up to \$30,000.00 in relocation fees to move Johnson Bros.'s construction trailers prior to September 30, 2024.

Pending Council approval, the Easement Agreement at the Piatt Place property would be terminated via a letter from Town staff.

The Town Attorney has reviewed the attached agreement and finds it to be in acceptable form.

ANALYSIS

If Town Council approves Resolution 104-24 for a temporary construction easement with Johnson Bros. Corporation, a Southland Company for use of a portion of the Lighthouse Park, the Mayor will be authorized to execute the easement on its behalf and for Johnson Bros. to record the executed Temporary Construction Easement Amendment with the Clerk of the Court. Town staff will also issue a letter to Johnson Bros. which sets a date for the termination of the existing easement agreement at Piatt Place.

STRATEGIC PRIORITY

- Mobility
- Safety

ATTACHMENTS

1. Resolution 104-24
2. Easement Agreement

FUNDING SOURCE

Approved in Budget	\$30,000.00	Sources: 00190019-534000 - Operating Budget, Other General Government, Other Contractual Services
Additional Funding Requested	\$	Sources:

For more information or to request attachments, please contact Kali Beams at kalib@jupiter.fl.us and/or 561-741-2467.

RESOLUTION 104-24

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JUPITER, FLORIDA, PROVIDING FOR THE APPROVAL OF A TEMPORARY CONSTRUCTION EASEMENT AGREEMENT WITH JOHNSON BROS. CORPORATION, A SOUTHLAND COMPANY FOR USE OF A PORTION OF LIGHTHOUSE PARK AND AUTHORIZING TOWN STAFF TO TERMINATE THE EXISTING TEMPORARY CONSTRUCTION EASEMENT AGREEMENT FOR A PORTION OF THE PIATT PLACE PROPERTY.

WHEREAS, the Johnson Bros. Corporation, a Southland Company, is an corporation registered in the State of Texas; and

WHEREAS, the Town is a municipality of the State of Florida within such power and authority as has been conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, the Town is empowered to enter into contractual arrangements with public agencies, private corporations or other persons: and

WHEREAS, the Johnson Bros. Corporation, a Southland Company, in connection with the US Highway 1 Bascule Bridge Replacement Project, Florida Department of Transportation (FDOT) FM 428400-2, had requested and was provided a temporary construction easement on the Town's Piatt Property for staging and use during the construction of Project for the benefit of the Johnson Bros. and its consultants and contractors, until December 31, 2024; and

WHEREAS, the Town will begin construction of a new Fire Station at Piatt Place Property beginning on October 1, 2024; and

WHEREAS, the Town has negotiated with Johnson Bros. Corporation to relocate their construction trailers to a portion of Lighthouse Park on or by September 30, 2024; and

WHEREAS, the Town agrees to reimburse the Johnson Bros. Corporation up to \$30,000 in relocation costs for moving from the site by September 30, 2024; and

WHEREAS, the Town Council has determined it to be in the best interest of the public to grant a Temporary Construction Easement to Johnson Bros. through the end of the US Highway 1 Bascule Bridge Replacement Project; and

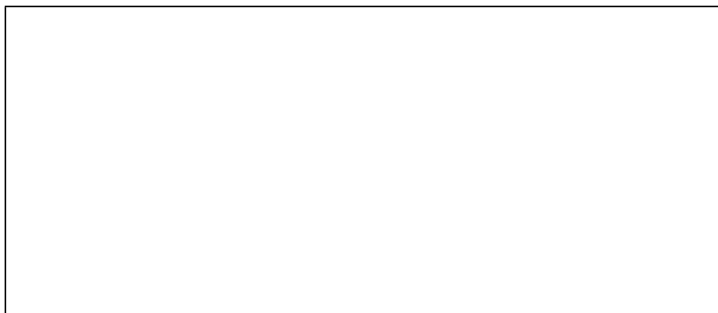
WHEREAS, the Town Council has determined that it should authorize the Town staff to write a letter and obtain a letter from the Johnson Bros. Corporation to terminate the Temporary Construction Easement Agreement at the Piatt Property;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF JUPITER, FLORIDA:

Section 1. The Town Council hereby approves the Temporary Construction Easement Agreement at Lighthouse Park and authorizes the Town Clerk, Town Attorney, and Mayor to execute the easement.

Section 2. The Town Council authorizes Town staff to terminate the existing Temporary Construction Easement at Piatt Place.

Section 3. This Resolution shall take effect immediately upon its execution.



TEMPORARY CONSTRUCTION
EASEMENT AGREEMENT

THIS TEMPORARY CONSTRUCTION EASEMENT AGREEMENT, made and entered into this ____ day of September, 2024, by and between Johnson Bros. Corporation, a Southland Company whose mailing address is 1622 N Federal Hwy Lake Worth, Florida 33460 hereinafter referred to as ("GRANTEE"), and the Town of Jupiter, a Municipal Corporation of the State of Florida, whose address is 210 Military Trail, Florida, 33458, hereinafter referred to as (" GRANTOR") (collectively "Parties").

WHEREAS, the GRANTEE, in connection with the US 1 Bascule Bridge Replacement Project, Florida Department of Transportation (FDOT) FM 428400-2, hereinafter referred to as the ("Project") is being provided a temporary construction easement on the GRANTOR'S real property described and shown in Exhibit A, for staging and use during the construction of Project for the benefit of the GRANTEE and its consultants and contractors ("Easement");

WHEREAS, the GRANTOR is the fee title owner of certain real property herein described in Exhibit A, and GRANTOR desires to grant to GRANTEE, its successors and assigns, a non-exclusive, temporary construction access easement on, over, upon, under and across this property for the purposes described herein; and

WHEREAS, the GRANTOR and GRANTEE desire to establish the rights and responsibilities of the parties with respect to the temporary construction easement created herein.

NOW THEREFORE, in consideration of the sum of Ten Dollars (\$10.00), in hand paid, and other good and valuable consideration, the receipt of which is hereby acknowledged, the parties hereby agree as follows:

1. The GRANTOR hereby covenants that it is the fee simple owner of the real property described in Exhibit "A" attached hereto and made part hereof; that it has the right to enter into this Agreement, and that the person(s) signing this Agreement has the authority to sign and execute this Agreement on behalf of the GRANTOR. The GRANTOR and their successors-in interest to the GRANTOR's Property are referred to herein as the ("GRANTOR").
2. The Easement hereby created, granted and conveyed includes the creation of all incidental rights reasonably necessary for the proper use of the Easement by the GRANTEE for its intended purposes. The Easement shall be terminated on or by the completion of FDOT Project FM 428400-2, or by agreement of the Parties, whichever occurs sooner. Any Easement access required or requested by the GRANTEE from south of the GRANTOR's property shall be subject to the review and approval of the United States Government.
3. This Agreement shall be governed by, construed under, and interpreted and enforced in accordance with the laws of the State of Florida with venue for any litigation concerning, arising out of, or interpreting this Agreement to be in in the Circuit Court of the 15th Judicial Circuit in and for Palm Beach County, Florida. The Parties hereby consent and submit to the exclusive jurisdiction of the Circuit Court of the 15th Judicial Circuit in and for Palm Beach County, Florida and agree to accept service of process outside the State of Florida in any matter to be submitted to any such court pursuant hereto.
4. The prevailing party in any action or proceeding concerning, arising out of, or enforcing the terms of this Agreement shall be entitled to receive its reasonable attorney's fees and other reasonable costs and expenses from the non-prevailing party.
5. This Agreement (including the Exhibit "A") constitutes the entire agreement between the Parties and supersedes any prior written and verbal agreements, representations, promises or understandings between the parties as related to this Agreement. This Agreement may not be terminated and/or otherwise modified except by a writing executed by the GRANTEE and GRANTOR and recorded in the Public Records of Palm Beach County, Florida.

6. All notices and other communications given pursuant to this Agreement shall be in writing and shall be sent by either registered or certified mail, return receipt requested, hand delivery, or national overnight receipted delivery service (e.g. Federal Express) to the Parties at the addresses stated above, or to such other address as the parties may hereafter give notice to each other, together with a copy to: Town of Jupiter, 210 Military Trail, Jupiter, Florida 33458, Attention: Thomas Hernandez, P.E., Director of Engineering, and Public Works.
7. Upon full execution by the Parties, this Agreement, including all attachments, shall be recorded by the GRANTEE in the Public Records of Palm Beach County, Florida with the GRANTEE to pay the costs of recording.
8. If any provision of this Agreement is invalid or unenforceable, the remainder of the Agreement or the application of such provision to persons other than those as to whom it is held invalid or unenforceable, will not be affected and each provision of this Agreement will remain valid and enforceable to the fullest extent permitted by law.
9. GRANTEE shall cause all contractors using this Easement to maintain throughout the term of this Easement a policy or policies of comprehensive liability insurance, including public liability and property damage, in an amount not less than Two Million Dollars (\$2,000,000) for property damage and Two Million Dollars (\$2,000,000) per person and Three Million Dollars (\$3,000,000) per occurrence for bodily injuries or deaths of persons or damage to property occurring in or about GRANTOR's property, and to this Easement, GRANTOR shall be named as an additional insured. The policies will be on ISO Form CG 00 01 0798 or equivalent occurrence basis commercial general liability insurance policy form with no greater than a \$5,000 deductible. The insurance company shall have a "BEST" rating of A or better and shall be licensed and admitted to do business in the State of Florida. Policies shall not contain non-standard, special, and/or unusual exclusions or restrictive endorsements. The Certificates shall be delivered to the GRANTOR prior to the use of this Easement.
10. This Agreement applies to and binds the heirs, successors, executors, administrators and assigns of the Parties to this Agreement.

11. The recitals are incorporated herein as part of this Easement.
12. The GRANTOR makes no representations as to the condition or safety of the Easement, structures or improvements thereon. The GRANTEE accepts them in the condition upon which they exist as of the date of the execution of this Agreement. The GRANTEE further warrants that it has inspected the property laid out in Exhibit A, the Easement, structures and improvements thereon and is competent by virtue of Professional Registration or use of qualified Consultants to make an assessment of the condition and the fitness for the GRANTEE's subsequent use and storage. GRANTEE hereby indemnifies and holds harmless the GRANTOR from any and all costs, expenses, damages, claims and causes of action arising as a result of the use of the Easement by the GRANTEE, its employees, agents, contractors, subcontractors, or other persons or parties furnishing labor, services, or materials in connection with the Project.
13. The GRANTOR agrees to pay up to \$30,000.00 in relocation fees to assist in the move of the GRANTEE'S temporary construction trailer to the Lighthouse Park Property prior to September 30, 2024. Before the GRANTOR is obligated to reimburse the GRANTEE for relocation costs, the GRANTEE shall provide the GRANTOR with documented proof of all moving costs incurred, not to exceed \$30,000.
14. Upon the expiration or termination of the Easement, the GRANTEE shall, at its sole cost and expense, restore to equal or better condition, any of GRANTOR's property that may be damaged from the use of or from activities associated with this Easement.
15. The Parties represent that they have read the foregoing Agreement, that they fully understand its content and meaning, and that they have executed it of their own free will in accordance with their own judgment and after having the opportunity to obtain the advice of counsel. Accordingly, this Agreement shall not be construed more harshly against either of the Parties. The Parties represent that they have not been coerced, influenced, or induced to execute this Agreement by any improper action by any person or party. Any claims or defenses either party may bring for fraud in the inducement or mistake of law is expressly waived.

**(GRANTEE SIGNATURE PAGE AND CORPORATE RESOLUTION AND GRANTOR
SIGNATURE PAGE BELOW AND ATTACHED)**

IN WITNESS WHEREOF, the parties have hereunto set their hands and affixed their seals as of the dates hereinafter set forth.

GRANTEE – Johnson Bros. Corporation, a Southland Company

The terms and conditions of the foregoing Agreement, to the extent the same are binding upon the GRANTOR, are hereby accepted on behalf of the GRANTEE by _____ as its duly authorized representative this _____ day of _____, 2024.

Printed Name & Title: _____

Signature: _____

Date: _____

ATTEST:

By: _____
_____, Secretary

STATE OF FLORIDA
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this _____ day of _____, 2024, by _____. He is personally known to me or has produced a Florida drivers license as identification and did not take an oath.

Notary Public, State of Florida

Print

Name: _____

My Commission Expires: _____

[NOTARY SEAL]

GRANTOR - TOWN OF JUPITER

The terms and conditions of the foregoing Agreement, to the extent the same are binding upon the GRANTEE, are hereby accepted on behalf of the Town of Jupiter by _____ as its duly authorized representative this _____ day of _____, 2024.

BY: _____
Jim Kuretski, Mayor

ATTESTED BY: _____
Laura Cahill, Town Clerk

(TOWN SEAL)

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

BY: _____
Thomas J. Baird
Town Attorney

The foregoing instrument was acknowledged before me this _____ day of _____, 2024, by Jim Kuretski, Mayor of the Town of Jupiter. He is personally known to me or has produced a Florida driver's license as identification and did not take an oath.

Notary Public, State of Florida
Print

Name: _____

My Commission Expires: _____

[NOTARY SEAL]
#5724391 v1 26503-00001



TOWN OF JUPITER
Federal Forfeiture Funds- Shaved Ice Trailer



DATE	September 3, 2024
TO	Honorable Mayor and Members of Town Council
THRU	Frank Kitzerow, Town Manager
FROM	David England, Chief of Police
SUBJECT	Federal Forfeiture Funds – Shaved Ice Trailer

EXECUTIVE SUMMARY

Staff recommends Town Council approve the use of federal forfeiture funds in the amount of \$46,585 to purchase and equip a fully operational shaved ice trailer. This trailer will be utilized by various departments within the town to expand our outreach to the community by providing flavored shaved ice to residents and visitors. Proposed uses for the trailer include Town sponsored events to include the Jupiter Jubilee, the annual Police Soccer Tournament, Jupiter U, and others as well as smaller functions focused on direct interaction with the various neighborhoods within the town. The trailer will also be available for use during crime prevention awareness events as well as during employee recognition events throughout the year.

The proposed trailer is a 7' x 14' trailer with two serving windows and a fully functional interior to include plumbing, lighting, freezers, and adequate storage for supplies. An extended tongue is included and designed to hold a generator to ensure access to power in locations throughout the town that do not have accessible electrical connectivity. Arrangements have been made to utilize existing vehicles in the Town fleet to transport the trailer, eliminating the need for a new vehicle to be purchased with the trailer.

Graphics are in the process of being developed to wrap the exterior of the trailer in accordance with Town branding guidelines.

ANALYSIS

Staff recommends using Federal Forfeiture Funds to purchase and equip a 7' x 14' shaved ice trailer. Two quotes were received through the Demand Star quote process for the purchase of similarly equipped trailers. The trailer will be purchased through Advanced Concession Trailers located in Dahlonaga, Georgia for a purchase amount of \$34,452. An additional quote was received from Russell Concessions for \$32,522. Although the bid from Russell Concessions is lower, based on examination of recent reviews and the thoroughness of the received quote, Advanced Concession Trailers is the staff recommendation. All written quotes are attached to this summary.

The following additional expenditures will be necessary to complete the project:

- 3500-Watt Generator -\$783.00
- Graphic Wrapping - \$8, 000 (Includes trailer and truck)
- Vehicle License, registration, and tags - \$100

The total estimated cost of the project is \$43,335. A 7.5% contingency has been added to these quoted amounts, bringing the total request to \$46,585.

There is currently a total of \$113,682.36 available in the Federal Forfeiture Fund.

STRATEGIC PRIORITY

- Unique, Small Town Feel

ATTACHMENTS

1. Advanced Concession Quote
2. Russell Concessions Quote

FUNDING SOURCE

Approved in Budget	\$
Additional Funding Requested	\$46,585

Sources:

Sources: Federal Forfeiture Fund

For more information or to request attachments, please contact Officer Major Donald Hennessy Jr. at 1036@jupiter.fl.us.



ESTIMATE

Advanced Concession Trailers
 386 Camp Wahsega Road
 Dahlonega, GA, Georgia 30533
 United States

7068678315
 www.advancedconcessiontrailers.com

BILL TO
Don Hennessy
 Don Hennessy
 210 Military Trail
 Jupiter, Florida 33458
 United States

(561) 746-5134
 donaldh@jupiter.fl.us

Estimate Number: 59

Estimate Date: July 22, 2024

Valid Until: August 21, 2024

Estimate Total (USD): **\$34,452.00**

Items	Quantity	Price	Amount
7' x 14' TA 7' x 14' TA. Tandem 3,500 lb. Axles, Flat Nose Trailer, Exterior Metal, LED Exterior Lights, 24" Stone-guard, 15" Radial Tires, Silver Mod Wheels, Steel Tubular Main Frame, 4" Main Frame, 2,000 lb. Tongue Jack, 2 5/16" Coupler, 24" OC Roof Bows, 16" OC Wall Post, 16" OC Floor Cross members, 3/8" Plywood Walls, 3/4" Plywood Flooring, Galvalume Roofing, Aluminum Fenders, 12 volt Dome Light, 7-Way Pigtail, .024 Exterior Metal	1	\$6,940.00	\$6,940.00
60" Extended Triple Tongue Upgrade needed for Generator	1	\$180.00	\$180.00
Protruding Generator Box (Half In/Out) w/Slides & Tray Protruding Generator Box	1	\$1,065.00	\$1,065.00
Scissor Jacks 5,000lb. Scissor Jacks for Stability	1	\$165.00	\$165.00
Entry Door 36" RV Type Rear Entry Door w/Flush Lock	1	\$0.00	\$0.00
Exterior Finish Upgrade Upgrade Exterior Finish .080 Polymere White	1	\$525.00	\$525.00
7' Interior Ceiling 7' Ceiling Clearance	1	\$350.00	\$350.00
Interior Walls Interior Finish White Aluminum Walls & Ceiling	1	\$1,225.00	\$1,225.00



ESTIMATE

Advanced Concession Trailers
386 Camp Wahsega Road
Dahlonega, GA, Georgia 30533
United States

7068678315
www.advancedconcessiontrailers.com

Items	Quantity	Price	Amount
Floor Covering Solid Surface RTP (Rubber Tread Plate) Flooring	1	\$550.00	\$550.00
Drain Holes in Floor Installing Drain Holes in Floor	2	\$125.00	\$250.00
Air Conditioning (Roof Top) + 15,000 BTU Air Conditioner w/Heat Strips	1	\$1,470.00	\$1,470.00
Sink Package 3-Bay Sink with Drainboards, Separate Hand Washing Sink, 30/42 Gallon Fresh & Gray Water Tanks, Locking Gravity and City Water Inlet, Point of Use Water Heater, Water Pump, Gray Water Outlet, Installed in a White Metal Cabinet with a Trigger Latch Door	1	\$4,250.00	\$4,250.00
7' wide Overhead Cabinet 7' Overhead Cabinet (over sink)	1	\$825.00	\$825.00
3' x 4' Concession Window 3' x 4' Glass and Screen Vertical Slide Concession Window with 3' x 4' Concession Door on Gas Shocks that Flips up for an Awning.	2	\$1,470.00	\$2,940.00
Serving Counters 4'L x 12"D Exterior Fold Down Serving Counter	2	\$225.00	\$450.00
Serving Counters 4'L x 10"D Interior Table w/a Undershelf (under interior concession window) another option: (you can do a 4' table under one window and a 4' base cabinet under the other window) or (4' table at one window and the chest freezer at one window)	2	\$575.00	\$1,150.00
Concession Sconce Light Exterior Concession Sconce Light (4)	1	\$325.00	\$325.00
Electrical Package 125-amp Panel Box, Main Breaker, 25 ft. 50-amp Lifeline, (2) 4 ft. Overhead LED Lights	1	\$2,500.00	\$2,500.00



ESTIMATE

Advanced Concession Trailers
 386 Camp Wahsega Road
 Dahlonega, GA, Georgia 30533
 United States

7068678315
 www.advancedconcessiontrailers.com

Items	Quantity	Price	Amount
Moto Plug Moto Base Plug	1	\$190.00	\$190.00
GFI Receptacles GFI, (Ground Fault Interrupter) Receptacle	1	\$45.00	\$45.00
110V receptacle 110v receptacle (4)	1	\$100.00	\$100.00
Miscellaneous 34"L x 30"D x 36"W Equipment Stand (for southern snow machine)	1	\$575.00	\$575.00
Miscellaneous 60"L x 12"D Overhead Shelf w/a Front Lip	2	\$190.00	\$380.00
Miscellaneous Axle Upgrade 5200 LB w/Brakes	1	\$780.00	\$780.00
Southern Snow Shaved Ice Machine Southern Snow Shaved Ice Machine w/ standard 110-volt motor Drip Pan & Replacement Blade Sets/3867	1	\$3,867.00	\$3,867.00
Miscellaneous Commercial Chest Freezer 12.7 cu. ft. 50"W x 29 3/4"D x 33 1/2"H #: 177CF13HC/755	1	\$755.00	\$755.00
Miscellaneous 36" Refrigerated Sandwich Prep Table 36 1/4"W x 31 "D x 42 5/16"H #: 178APT36HC/2125	1	\$2,125.00	\$2,125.00
Equipment Installation Includes: Securing Appliance to the Trailer, Fabricating Table for Table Top Equipment and Attaching to Fuel/Power Source and Installation	0	\$175.00	\$0.00
Miscellaneous 54" X 48" ESCAPE DOOR W/ BARLOCK	1	\$475.00	\$475.00



ESTIMATE

Advanced Concession Trailers
386 Camp Wahsega Road
Dahlonega, GA, Georgia 30533
United States

7068678315
www.advancedconcessiontrailers.com

Subtotal:	\$34,452.00
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Total:	\$34,452.00
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Estimate Total (USD):	\$34,452.00
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Notes / Terms

To initiate the construction of your food trailer, a deposit amounting to 50% of the total cost is required. The balance must be settled either prior to or upon collection of the finished trailer.

Russell Concessions, LLC
14108 Hwy. 98
Lucedale, MS 39452
601-947-6160 (Phone)
1-888-411-1213 (Fax)
<http://www.russellconcessions.com>

Buyer's Order #70020 06-08-24 Revised: 07-16-24

The undersigned, Russell Concessions, LLC of 14108 Hwy. 98 Lucedale, Mississippi 39452 Phone # 601-947-6160 hereby certifies that the new trailer described below is the property of Russell Concessions, LLC and will be transferred for \$ 32,522.00 to Town of Jupiter c/o: Major Hennessy of 210 Military Trail Jupiter, FL 33458. Phone # 561-741-2236 or email address: donalddh@jupiter.fl.us . 60% of the total is Due when order is placed. This can be in the form of a Bank Wire Transfer or Cashier's Check. The other 40% is due in cash or bank wire transfer when unit is picked up or before delivery takes place.

***PROJECTED LEAD TIME: 2.5 – 3.5 Weeks from Receipt of Initial Payment**

Quotation Valid Through: 07/26/24 @ 5:30 Central Time

Series: 2024
Model : 7 x 14
G.V.W.R.: 7,000
Vin#:* Available Upon Request

Russell Concessions, LLC
14108 Hwy. 98
Lucedale, MS 39452
Phone (601) 947-6160
Fax 1-888-411-1213

The Buyer agrees to purchase, and the Seller agrees to sell to Buyer, the following described Equipped Concession Trailer. We hereby propose to furnish materials and labor necessary for the completion of:

- 7 x 14 x 7'0" Inside Height Shaved Ice trailer (7 x 17'6" with Tongue)
- Available in: Red, White, Black, or Charcoal
- Extended Tongue
- Tandem Axle
- Electric Trailer Brakes
- Heavy Duty Tongue Jack

- 7 Way Trailer Plug 12 Volt
- 15.0 BTU Rooftop A/C “Coleman”
- Dot Approved Lighting Color Coded 12V System
- Fiberglass Wipeable Interior Walls
- Dot Approved Safety Chains
- 7000 lb Suspension
- Easy Lube Axle Fittings
- Rubber Tread-Plate Flooring
- 100 Amp Breaker Box with 120 Service
- Multiple Electrical Outlets minimum x 9 Duplex Receptacles
- External Tank Fill / City Water Fill
- Dump Valve for Wastewater tank
- 5.6 GPH Capacity Water Heater “GE”
- 3 Compartment Sink Assembly NSF with Left & Right Drain-Boards NSF Approved
- 1 Hand-wash Sink
- 20 Gallon Freshwater Tank
- 30 Gallon Wastewater Tank
- 2 x Shielded LED 48” Light
- 12 Volt Light
- New Sureflo on demand Water Pump
- Stainless Steel Table(s) – All Applicable Open Base Spaces
- Upper Stainless Steel Shelving Package
- Lockable Entry Door
- Lockable Windows
- Brand New Southern Snow Shaved Ice Machine
- 36 Pour Bottles with Spouts / Night Caps
- Speed Rails to Hold Bottles
- Brand New 7.0 Cu. Ft “Chest Freezer”
- Removable Screens
- 2 flush mount Vinyl Sliding concession windows Large Openings 36” x 72”
- Flip-up Blank Signs (1) on Each Window for a total of 2
- 1 flush mount concession entry door 36” Wide

The above is included in the buyers order; any changes or additions will be an additional charge.

EQUIPMENT BRAND NAME MAY BE SUBJECT TO CHANGE DUE TO AVAILABILITY. IF STATED NAME BRAND EQUIPMENT IS OUT OF STOCK ANOTHER WILL BE SUBSTITUTED OF EQUAL OR GREATER VALUE AS DETERMINED BY RUSSELL CONCESSIONS, LLC.

The purchase price for the above described concession trailer and equipment is the sum of \$ 32,522.00. 60% of the total is needed to begin construction & is non-refundable. Payable to: Russell Concessions, LLC. By releasing any funds to Russell Concessions, LLC I agree to all terms and conditions listed on this buyer's order. The other 40% is due upon pickup in the form of Cash or Bank Wire Transfer. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the contract price. As of notification that your trailer is complete you have 14 days to pick unit up. If after 14 days...a storage fee of 25.00 per day will be assessed and added onto your current balance to defray cost for insurance, storage, & security. After 60 days of notification of completion of unit...deposit is subject to forfeiture and the seller has the right to sell unit. This contract is subject to and governed by the laws of the county of George state of Mississippi.

Signature of Buyer: _____

Date: _____

Buyer's Address: _____

Phone #: _____

Quotation Valid Through: 07/26/24 @ 5:30 Central Time

Price FOB: LUCEDALE, MS or Optional Delivery to Town of Jupiter, FL (Add 2,193.75)

TOWN OF JUPITER
**Approving the Town of Jupiter Citizen Participation Plan for the Community
Development Block Grant (CDBG) Program.**



DATE	September 3, 2024
TO	Honorable Mayor and Members of Town Council
THRU	David England, Chief of Police
FROM	Satu Oksanen, Neighborhood Services Manager
SUBJECT	Approving the Town of Jupiter Citizen Participation Plan for the Community Development Block Grant (CDBG) Program

EXECUTIVE SUMMARY

Neighborhood Services is requesting Town Council's approval of the updated Town of Jupiter Citizen Participation Plan (CPP) for the Community Development Block Grant (CDBG), which is a required component of the Town's CDBG Program to access Community Development Block Grant (CDBG) funding. The CPP is required by Section 104(a)(2) of the Housing and Community Development Act.

A Citizen Participation Plan (CPP) for the Community Development Block Grant (CDBG) is a guide that encourages residents to participate in the planning, implementation, and assessment of CDBG-funded programs and projects. The plan's primary goal is to give citizens, especially those with low or moderate incomes, an advisory role in the process. The CPP should facilitate participation throughout the following stages: Initial development of the action plan, Substantial amendment process, and Annual performance reports.

The draft plan was available for public comment for 30 days in Neighborhood Services' office as well as on the Town's website. The public comment period was announced with an advertisement in the Palm Beach Post August 9, 2024.

ANALYSIS

Neighborhood Services is requesting Town Council's approval of the updated Town of Jupiter Citizen Participation Plan (CPP) for the Community Development Block Grant (CDBG), which is a required component of the Town's CDBG Program to access Community Development Block Grant (CDBG) funding. The CPP is required by Section 104(a)(2) of the Housing and Community Development Act.

STRATEGIC PRIORITY

- Unique, Small Town Feel

ATTACHMENTS

1. CITIZEN PARTICIPATION PLAN

FUNDING SOURCE

Approved in Budget \$ *

Sources:

Additional Funding Requested \$

Sources:

*Funding is not necessary for this request.

For more information or copies of the attachments, please contact Satu Oksanen at SatuO@jupiter.fl.us or 561-741-2524.

TOWN OF JUPITER
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM
CITIZEN PARTICIPATION PLAN



September 3, 2024

INTRODUCTION

The Citizen Participation Plan is a requirement of the Community Development Block Grant (CDBG) Consolidated Plan that sets forth the Town's policies and procedures for citizen participation.

The purposes of this Citizen Participation Plan are to:

- Provide for citizens the opportunity to participate in the development of the Consolidated Plan; any substantial amendments to the Consolidated Plan; the Annual Action Plan; any substantial amendments to the Consolidated Plan and Annual Action Plan; the annual performance reports; the Analysis of Impediments to Fair Housing and any of its revisions prior to submittal to HUD; and
- Encourage effective citizen participation, with particular emphasis on participation by persons of low- and moderate-income, who live in the community development target areas and minority groups, in implementing these federally- funded programs in accordance with the federal regulations found at 24 CFR Part 91.

DEFINITIONS

Annual Action Plan (AAP): This document is submitted to HUD every year and provides a concise summary of the actions, activities, and the specific federal and non-federal resources that will be used each year to address the priority needs and specific goals identified by the Consolidated Plan.

Consolidated Annual Performance and Evaluation Report (CAPER): This document reports on accomplishments and progress toward Consolidated Plan goals. It is submitted annually to HUD.

Consolidated Plan: This document serves as the five-year strategic planning document to address community needs, priorities, goals and needs of the program and submitted to HUD every five years.

Emergency Amendment: In the event of a declared disaster or an emergency, it may be necessary to expedite substantial amendments to the Consolidated Plan and Action Plan. There are three types of disasters/emergency events that may necessitate an expedited substantial amendment including (1) Man-Made-disasters, (2) Natural disasters, and (3) Terrorism. These expedited substantial amendments may include funding new activities and/or the reprogramming of funds including canceling activities to meet needs resulting from a declared disaster or emergency. Therefore, the Town may utilize CDBG funds to meet these needs with a 5-day public comment period instead of a 30-day public comment period, which is otherwise required for substantial amendments.

Public Hearing: A proceeding held during a Town Council meeting to receive input from interested parties including the public on an item. A Public Hearing is publicly noticed in local newspapers of general circulation, on the Town's website, and social media. A Public Hearing is required prior to the adoption of the Consolidated Plan, Action Plan, and Substantial Amendment and CAPER.

DEVELOPMENT OF CONSOLIDATED PLAN AND ANNUAL ACTION PLAN

The following requirements are adopted under this Citizen Participation Plan to guide the development of the Consolidated Plan and Annual Action Plan:

- a. Various stakeholders and known interested parties will be contacted to provide information needed to undertake the needs assessment and to formulate goals and objectives to be addressed in the Consolidated Plan.
- b. No less than two (2) public meetings will be held to advise citizens of the planning process and to solicit input. Notice of the public meetings will be published in a newspaper of general circulation, posted on the Town's website approximately a week before the meeting date, and sent directly to known interested parties.
- c. Drafts of the Consolidated Plan and Action Plan will be made available for public review and comments once the date the public comment period begins. The draft plans include, among other things, the amount of funding the Town expects to have available to meet the community needs identified, the range of activities that will be undertaken (including activity location), the estimated number of persons to benefit from the activity, and the percentage of these who are low- and moderate-income.
- d. The draft Plan will be made available in a manner that affords all interested parties a reasonable opportunity to examine its contents and to submit comments. The Town will publish a notice of the Plan's availability in a newspaper of general circulation, and on the Town website. Citizens will be allowed no less than 30 days to provide comments. Comments not provided at a public meeting must be submitted in writing.
- e. The Town will consider any comments or views of citizens received when preparing the Consolidated Plan and Action Plan. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons will be attached to the final Consolidated Plan and Action Plan.
- f. The Town of Jupiter Town Council will adopt the Consolidated Plan and Action Plan during a public hearing at a Council meeting. A Public notice of the meeting will be posted at least 30 days in advance in a newspaper of general circulation and on the Town website. Public comments emanating from the meeting will be summarized and included in the Plan.

AMENDMENTS

The Town of Jupiter will amend the Plan whenever one of the following occurs:

- Activity funding is increased or decreased.
- The scope of the activity is changed.
- The location of the activity is changed.
- The beneficiaries of the activity are changed.
- The implementing entity for the activity is changed.

The Town distinguishes between two (2) types of amendments to the Consolidated Plan and Action Plan – Substantial Amendments and Minor Amendments.

If changes in the Town’s Plan constitute a substantial amendment, citizens will be given reasonable notice of the proposed amendment and be provided a thirty (30) day comment period. A Substantial Amendment is required when the following occurs:

- A new activity or goal/priority is being added.
- A budget increase or decrease of 25% to an activity.
- Funding an activity not previously described in the Consolidated Plan or Action Plan; or a change in the description of an existing activity, which results in a substantial alteration of the purpose, scope, location, or beneficiaries of an eligible activity.

A public notice of the proposed substantial amendment will be published in a newspaper of general circulation and a public hearing will be held. The Town will consider any comments or views received in writing, or orally at public hearings, in preparing the substantial amendment. A summary of the comments and the Town’s response shall be attached to the substantial amendment.

Amendments to the Plan that do not meet any of these criteria shall be deemed non-substantial and may be approved by the Department.

ENVIRONMENTAL ASSESSMENTS

The Citizen Participation Plan provides citizens with reasonable notice and an opportunity to comment on Environmental Assessments, when required by 24 CFR 58.36. A Finding of No Significant Impact (FONSI) is published in a newspaper of general circulation and posted on the town’s website. Concurrently, a Notice of Intent to Request the Release of Funds (NOIRROF) from HUD is published with the FONSI. Citizens are allowed fifteen (15) days to submit written comments prior to submission of the FONSI/NOIRROF to HUD.

PERFORMANCE REPORTS

The Town of Jupiter Citizen Participation Plan provides citizens with reasonable notice and an opportunity to comment on performance reports. Prior to submitting the CAPER, the following process must be followed:

- a. The Town will publish a public notice in a newspaper of general circulation and on the town’s, website advertising the availability of the draft CAPER for review. Citizens are allowed fifteen (15) days to submit comments.
- b. Drafts of CAPER is posted to the Town’s website and made available for public review and comments before approval. The draft plan provides the Town’s CDBG accomplishments.
- c. Public comments received are included in the CAPER.

PUBLIC HEARINGS

The Town of Jupiter Citizen Participation Plan provides for at least two (2) public hearings per year to obtain citizens’ views and to respond to questions regarding Plans. The meetings may be held in-person or virtually using an available public access application. The meetings must be conducted at two different stages of the program year and will address housing and community development needs, development of proposed activities, and review of program performance.

The notice will include all the proposed meeting dates, times and locations and will advise of special accommodations for non-English speakers or persons with disabilities. A summary of the proposed Consolidated Plan and Action Plan will be included in the public notice of meeting to approve the Plans.

AVAILABILITY TO THE PUBLIC

The Draft Consolidated Plan, the Final Consolidated Plan, the Citizen Participation Plan, the Assessment of Fair Housing (AFH), the draft Annual Action Plan, and final Annual Action Plan, CAPER, and other Performance Reports will be made available to the public via public notices and via Town of Jupiter website.

ACCESS TO RECORDS

Florida Statute Chapter 119 ("Public Records Law") provides for broad access to public records. All public records related to the Town's Consolidated Plan and uses of funds under the programs covered by the Consolidated Plan during the preceding five years will be made available to persons requesting such records. Copies of records will be provided in accordance with the Town of Jupiter. Files will be made available for inspection during normal business hours at Town Clerk Office, 210 Military Trail, Jupiter, FL 33458. Records related to the Consolidated Plan will be maintained for not less than five years following adoption of the Consolidated Plan. Minutes from meetings or audio recordings of meetings are available for review at Town of Jupiter. Persons requesting public records should contact the Town Clerk at (561) 741-2752.

TECHNICAL ASSISTANCE

The Town shall provide technical assistance to groups representative of persons of low- and moderate-income that request assistance in developing proposals for funding assistance under the Plan or commenting on the AFH.

Technical assistance provided may include, but not limited to:

1. Information related to housing and community development.
2. Responding to citizen's inquiries regarding the Plan and the programs it covers.
3. Making referrals to other local, state and federal agencies, when necessary.
4. Responding to requests for assistance in developing proposals for funding; and
5. Information related to the AFH including analysis and fair housing contributing factors.

COMMENTS AND COMPLAINTS

All comments received in writing or orally at public meetings in preparation of the Consolidated Plan, the Annual Action Plan, amendments to the Plans, and CAPER, will be summarized and attached to each document, respectively, and will include a summary of any comments not accepted and the reasons therefore.

Those persons who desire to make a complaint regarding the Consolidated Plan, amendments, or performance reports, may do so verbally or in writing to:

Town of Jupiter Neighborhood Services

Satu Oksanen, Manager

196 Military Trail,

Jupiter FL, 33458

(561) 741-2524

SatuO@jupiter.fl.us

A substantive written response to all written complaints will be provided within fifteen (15) working days, where practicable. If the response received is found to be unsatisfactory, the complainant(s) may elect to extend their complaints to the Town Manager.

Those not satisfied with the results afforded at the local level, may elect to further extend their complaints to the Federal level:

Director of Community Planning and Development
U.S. Department of Housing and Urban Development
Florida State Office, Southeast/Caribbean
Brickell Plaza Federal Building
909 S.E. First Avenue, Room 500
Miami, FL 33131

TOWN OF JUPITER
Approving a Purchase Order for Water Meters and Meter Appurtenances



DATE	September 3, 2024
TO	Honorable Mayor and Members of Town Council
THRU	Frank Kitzerow, Town Manager
FROM	Amanda Barnes, Utilities Director
SUBJECT	Approving a Purchase Order for Water Meters and Meter Appurtenances to Empire Pipe and Supply for Fiscal Year 2025 (W2506) for an amount of \$739,766.17

EXECUTIVE SUMMARY

Staff requests approval of a purchase order (PO) for procurement of water meters and meter appurtenances from Empire Pipe and Supply, the sole source supplier in the state of Florida for Master Meter, Inc. for an amount of \$739,766.17 for fiscal year (FY) 2025.

The Town's water utility currently operates and maintains 31,263 water meters in the Town's water service area. Water metering equipment used by the Town since 2007 is manufactured by Master Meter, Inc., whose sole distributor in the state of Florida is Empire Pipe and Supply. Refer to the attached approved sole source provider form and letter from Master Meter setting forth this distribution arrangement. Different brands of meters are not compatible with the water metering technology currently in use in the Town. Therefore, in accordance with the Town's purchasing policy, Empire Pipe and Supply qualifies and is approved as a sole supplier for water meters and appurtenances and their current approved sole source form is valid through November 20, 2025.

Each year there is a need to install meters for new development and to replace existing meters, meter registers, and other appurtenances that are no longer functioning properly. Many of the existing meter registers in the water distribution system have reached the end of useful life, while others remain in a prorated warranty period. Water meters will typically slow down and fail to register full water consumption as they age, which results in unaccounted for system water loss and the inability to properly recover costs equitably among all customers. While the Town is endeavoring to procure a new Advanced Metering Infrastructure (AMI) System, meter and register replacements still need to occur. The meter and register replacements to be purchased under this PO are AMI compatible with Master Meter's AMI system. A Request for Proposals (RFP) is currently being prepared for the AMI project, which is anticipated to advertise in October 2024.

Projected expenditures for water metering equipment in FY 2025 is \$739,766.17 based on anticipated new meter sets and condition, performance, and age of existing meter inventory. Approval of \$855,114 was provided for FY 2024 meter purchases, of which \$352,260 has been utilized to date. Unspent funds remaining in the FY2024 PO will be returned to the originating account when the PO is closed. Tables detailing anticipated expenditures for FY 2025 and historical unit pricing are provided as attachments. FY2025 unit prices remain the same as FY2024.

Funding for meter purchases is budgeted annually through the Community Investment Program

(CIP) and the Water Enterprise Fund, specifically in the renewal and replacement accounts for replacement small meters (W0002) and large meters (W0329), and the water connection fee account for new meter installations (W0002). Appropriated funding for FY 2024 is sufficient for small meter and large meter replacements but falls short by \$13,870.66 for new meters. Additional funding for all accounts is budgeted in the upcoming FY2025 CIP. The estimated quantities of meters and components listed on the attached table will not be purchased all at once, but instead, purchases will be made as needed throughout the fiscal year.

ANALYSIS

Issuance of a purchase order to Empire Pipe and Supply as the sole source supplier of Master Meter, Inc. water meters and meter appurtenances in the state of Florida, for FY2025 for an amount of \$739,766.17, is requested based on unit pricing provided by Empire Pipe and Supply and the approved sole source provider form. As per the Town's Procurement Policy and Standard Operating Procedures, the current sole source provider approval form for Empire Pipe and Supply is valid through November 20, 2025. FY 2024 funding was appropriated and is available in the Water Enterprise Fund, specifically the Renewal and Replacement accounts for replacement small meters (W0002) and large meters (W0329), and the Water Connection Fee account for new meter installations (W0002). Additional funding for FY 2025 is included in the FY 2025 CIP.

STRATEGIC PRIORITY

- Fiscal Responsibility

ATTACHMENTS

1. Approved Sole Source Provider Packet for Empire Pipe & Supply
2. FY 2025 Anticipated Estimated Quantities & Costs for Water Meters and Appurtenances
3. Historical & Proposed Meter Pricing
4. Adopted FY2024 CIP Project Sheet New Meters
5. Adopted FY2024 CIP Project Sheet Small Meter Replacements
6. Adopted FY2024 CIP Project Sheet Large Meter Replacements

FUNDING SOURCE

Approved in Budget	\$2,735,210.00	Sources: Small Meters Replacements (Acct. 40151033-563405-W0002)
Approved in Budget	\$ 31,294.00	Sources: New Meters (Small) (Acct. 40251333-563405-W0002)
Approved in Budget	\$ 159,384.00	Sources: Large Meter Replacements (Acct. 40151033-563406-W0329)
Additional Funding Requested	N/A	

For more information or copies of the attachments, please contact Haley Johnson at haleyj@jupiter.fl.us and/or 561-741-2469.

Town of Jupiter

Sole Source Provider Approval Form

Department

Utilities

Vendor and Vendor# (V- #####)

V-2716 Empire Pipe & Supply

Prior Year Expense (if any)

\$ 560,990

Expected Current Year Expense

\$ 855,115

GL Account Number(s)

40151033-563405-W0002, 40151033-563406-W0329, 40251333-563405

Description of Goods or Services

Procurement of new water meters and meter registers of various sizes for new development and replacement of existing meters and registers as failures occur.

Explain Why Vendor Should be Considered Sole Source

Empire Pipe & Supply is the sole distributor for Master Meter in Florida, refer to attached letter from Master Meter. Master Meter is the manufacturer of the metering system utilized by the Town. A different brand would be incompatible with currently owned equipment and software. This request is made in accordance with the Town's purchasing policy requirements for sole source.

Select Only Those That Currently Apply

- ☐ No other source can meet the Town's requirements
- ☒ Different brand, make or specifications would be incompatible with currently owned equipment
- ☐ Without modifications to existing Town systems, no other options exist
- ☐ No other after market product meets the Town's and/or system requirements
- ☐ Contract with manufacturer prohibits use of other products
- ☐ Use of alternative products voids current warranty
- ☐ Manufacturer has restricted service and/or sales distribution network which limits Town to this single vendor

Employee Submitting Request (print name)

Jonathan Batista

Date

11/09/2023

Signatures:

Department:

Amanda B.

- ☒ Director
- ☐ Asst Director

11/09/2023

Finance:

Dawn Clark

- ☐ Director
- ☒ Asst Director

11/13/2023

Town Managers Office:

Patricia M...

11/20/23



November 6, 2023

City of Jupiter, FL.
Attn: John Gaddis
Utility Services Manager
17403 Central Boulevard
Jupiter, FL 33458

Ref: Exclusive Distribution

Mr. Gaddis,

Empire Pipe & Supply is currently Master Meter's exclusive and only approved distributor in the state of Florida. All pricing, inquiries and sales opportunities of Master Meter products must be handled through Empire Pipe & Supply.

Empire Pipe & Supply was selected as our exclusive distributor due to their location and willingness to maintain inventory, which allows them to better service Master Meter customers in that area. They have made a commitment to stocking products for the various customers in the area and to providing ongoing support and the sales effort needed to grow our business.

Exclusive agreements are very common in our industry today due to the complexity of products being sold. The knowledge needed to properly support a product line such as water meters and electronics is essential to servicing our customers. Working exclusively with one distributor in an area makes it easier to properly track the movement of product and is critical to our ability to respond when a problem occurs.

Please feel free to contact me if you should have any questions. Master Meter and Empire Pipe & Supply look forward to having the opportunity to work with you and thank you for your business.

Respectfully,

A handwritten signature in black ink that reads 'Brandon Foster'.

Brandon Foster
Vice President of Sales – Eastern Region
Master Meter Inc.
bfoster@mastermeter.com
Office (817) 842-8108
Cell (706) 594-5763

cc: Dustin Laughlin, RSM
Jon Kuehne, Empire Pipe & Supply

FY 2025 Anticipated Estimated Procurement Quantities and Costs for Water Meters and Appurtenances (W2506)

Meter Size	Description	Unit Price	Estimated Quantity	Extended Cost	Available Funding
	Small Meter Replacement Registers				
3/4"-2"	4G Registers (replace 3G for 4G)	\$ 187.43	\$ 1,000.00	\$ 187,430.00	
	Small Replacement Meters				
3/4"	Sonata Ultrasonic Meter w/ built in Endpoint (replace 3G meter)	\$ 258.75	\$ 1,000.00	\$ 258,750.00	
3/4"	4G Multi-Jet Meter (replace 3G Meter for 4G Meter)	\$ 245.86	\$ 50.00	\$ 12,293.00	
1"	4G Multi-Jet Meter (replace 3G Meter for 4G Meter)	\$ 292.16	\$ 30.00	\$ 8,764.80	
1-1/2"	4G Multi-Jet Meter (replace 3G Meter for 4G Meter)	\$ 539.12	\$ 50.00	\$ 26,956.00	
2"	4G Multi-Jet Meter (replace 3G Meter for 4G Meter)	\$ 678.04	\$ 50.00	\$ 33,902.00	
	Subtotal Small Meters			\$ 528,095.80	\$ 2,735,210.00
	Large Meter Replacements				
3"	Octave Meters (exchange pricing)	\$ 1,264.64	\$ 6.00	\$ 7,587.84	
4"	Octave Meters (exchange pricing)	\$ 1,527.55	\$ 7.00	\$ 10,692.85	
6"	Octave Meters (exchange pricing)	\$ 2,810.31	\$ 7.00	\$ 19,672.17	
8"	Octave Meters (exchange pricing)	\$ 3,463.27	\$ 6.00	\$ 20,779.62	
10"	Octave Meters (exchange pricing)	\$ 4,741.21	\$ 2.00	\$ 9,482.42	
3"	Octave Meters (replace Sensus Meter or Other)	\$ 1,641.51	\$ 3.00	\$ 4,924.53	
4"	Octave Meters (replace Sensus Meter or Other)	\$ 2,268.36	\$ 3.00	\$ 6,805.08	
6"	Octave Meters (replace Sensus Meter or Other)	\$ 3,749.99	\$ 3.00	\$ 11,249.97	
8"	Octave Meters (replace Sensus Meter or Other)	\$ 4,478.58	\$ 2.00	\$ 8,957.16	
10"	Octave Meters (replace Sensus Meter or Other)	\$ 9,168.01	\$ 2.00	\$ 18,336.02	
	Octave Mod Encoder	\$ 106.85	\$ 45.00	\$ 4,808.25	
	Encoder XTR	\$ 182.44	\$ 45.00	\$ 8,209.80	
	Subtotal Large Meter Replacements			\$ 131,505.71	\$ 159,384.00
	New Meters				
3/4"	Sonata Ultrasonic Meter w/ built in Endpoint	\$ 258.75	\$ 40.00	\$ 10,350.00	
3/4"	4G Multi-Jet Meters (new development)	\$ 245.86	\$ 1.00	\$ 245.86	
1"	4G Multi-Jet Meters (new development)	\$ 292.16	\$ 35.00	\$ 10,225.60	
1-1/2"	4G Multi-Jet Meters (new development)	\$ 539.12	\$ 20.00	\$ 10,782.40	
2"	4G Multi-Jet Meter (new development)	\$ 678.04	\$ 20.00	\$ 13,560.80	
	Subtotal New Residential Meters			\$ 45,164.66	\$ 31,294.00
	Misc. Transcievers, Encoders, and Allowance	N/A	N/A	\$ 35,000.00	
	FY 2025 Totals			\$ 739,766.17	\$ 2,925,888.00

Historical & Proposed Meter Pricing

Meter Size	Description	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	% Difference from FY2024 to FY2025
3/4" - 2"	4G Registers	\$88.45 [1]	\$150.00	\$150.00	\$178.5 [3]	\$187.43 [2]	\$187.43	0%
1 - 1/2"	3G Registers	N/A	\$176.25	\$176.25	N/A	N/A	N/A	
2"	3G Registers	N/A	\$176.25	\$176.25	N/A	N/A	N/A	
3/4"	Multi-Jet Meters w/ 4G Registers	\$224.19	\$190.00	\$223.00	\$195.00	\$245.86	\$245.86	0%
3/4"	Multi-Jet Meters w/ 3G Registers				\$195.00	n/a	n/a	
3/4"	Sonata Ultrasonic Meter w/ Built in Endpoint						\$258.75	
1"	Multi-Jet Meters w/ 4G Registers	\$284.75	\$255.00	\$265.00	\$246.00	\$292.16	\$292.16	0%
1"	Multi-Jet Meters w/ 3G Registers				\$260.00	n/a	n/a	
1 - 1/2"	Multi-Jet Meters w/ 4G Registers	\$494.26	N/A	\$489.00	\$420.00	\$539.12	\$539.12	0%
1 - 1/2"	Multi-Jet Meters w/ 3G Registers				\$465.00	n/a	n/a	
2"	Multi-Jet Meters w/ Registers	\$640.28	N/A	\$615.00	N/A	\$678.04	\$678.04	0%
3"	Octave Meters	N/A	\$1,563.34	\$1,563.34	\$1,641.51	\$1,641.51	\$1,641.51	0%
4"	Octave Meters	\$2,044.12	\$2,160.74	\$2,160.74	\$2,268.36	\$2,268.36	\$2,268.36	0%
6"	Octave Meters	\$3,205.88	\$3,571.42	\$3,571.42	\$3,749.99	\$3,749.99	\$3,749.99	0%
8"	Octave Meters	\$3,777.32	\$4,265.31	\$4,265.31	\$4,478.58	\$4,478.58	\$4,478.58	0%
10"	Octave Meters	\$6,684.88	N/A	N/A	\$9,168.01	\$9,168.01	\$9,168.01	0%

Note [1]: Discounted pricing resulting from a defective batch register circuit boards supplied in earlier years.

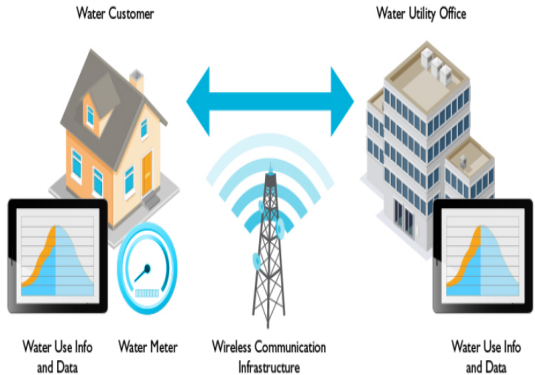
Note [2]: Price shown in table without register exchange. Price was discounted to \$150 in FY2023 with register exchange.

Note [3]: Price discounted to \$158.67 if a 3G register less than 12 years old exchanged for a 4G register as in previous years. The price is \$187.43 without an exchange.

Additional Notes:

4G - New generation technology, compatible with fixed base systems.

3G - Older technology will be phased out over time. Some of the older body style meters in our system that have not reached the end of their useful life are only compatible with 3G registers.

TOWN OF JUPITER COMMUNITY INVESTMENT PROGRAM 2024 - 2028	
Strategic Priority : Fiscal Responsibility & Communication	Department : Utilities Project No. : W0002
Project Name : New Meters	Year(s) : On-going Projected In-Service Date : On-going
Project Description : Replace small (< 2") meters that fail to record flows with high accuracy. This deficiency if not minimized can lead to lost revenue and increased system water loss or unaccounted water. In addition, implement the latest best management practice for the water meter reading industry known as Advanced Metering Infrastructure (AMI) to improve system reliability and safety, enhance operational efficiencies, provide for better water conservation and leak/tamper detection, and provide real time collection of customer water usage data with a customer interface to promote transparency and meet customer expectations for data access.	
Link to Strategic Plan : This project supports the Town's Strategic Plan Result of Fiscal Responsibility by managing assets to maintain fiduciary responsibility and maintain established levels of service for the distribution system. Failure to properly recover costs in an equitable fashion amongst water customers could lead to deficiencies in cost recovery systems and financial instability that may prevent service levels from being achieved.	
Need, Justification, Benefits : Reduction in system water loss resulting in cost savings, efficiency gains in meter reading to enable reassignment of labor to focus on critical tasks such as meter/meter box maintenance, fully automate meter reading, billing and data collection processes, collect water use data in real time data with customer interface for accessing real time data, remote detection of backflow and meter tampering, improved communication with water customers regarding water conservation, and more.	
Location & Area Map	Project Photo
	
Comments : Having an accurate and effective means of reading water meters then communicating that information to both our billing office and customers is essential. The existing 15 year old drive-by radio read system is becoming obsolete with many software & hardware functions no longer fully supported by the vendor. This has become problematic relative to our ability to responsibly respond to and assist customers. The estimated annual cost for implementation of the AMI System over a ten year period is \$1.5M and is shared between the large and the (small) meter replacements budgets.	

TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2024 - 2028

Project Name :	New Meters	Project No.	W0002
Strategic Priority :	Fiscal Responsibility & Communication		
Department :	Utilities		

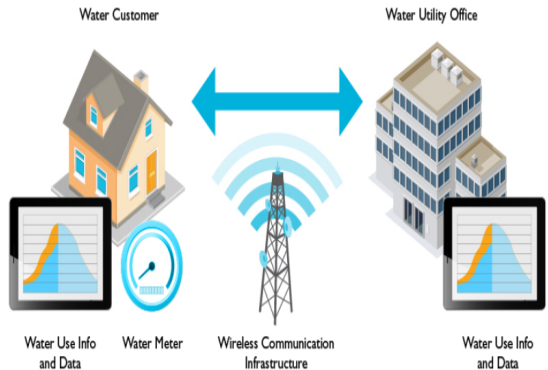
Project Budget :	Prior to 2024	2024	2025	2026	2027	2028	After 2028	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$378,883	\$15,629	\$14,725	\$13,821	\$12,917	\$12,013	\$0	\$447,988
Equipment	\$757,766	\$31,259	\$29,450	\$27,642	\$25,833	\$24,025	\$0	\$895,975
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$1,136,649	\$46,888	\$44,175	\$41,463	\$38,750	\$36,038	\$0	\$1,343,963

Funding Sources :	Prior to 2024	2024	2025	2026	2027	2028	After 2028	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Offsite Fees	\$1,136,649	\$46,888	\$44,175	\$41,463	\$38,750	\$36,038	\$0	\$1,343,963
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$1,136,649	\$46,888	\$44,175	\$41,463	\$38,750	\$36,038	\$0	\$1,343,963

Operating :	Prior to 2024	2024	2025	2026	2027	2028	After 2028	Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

PREVIOUS YEARS FINANCIAL ACTIVITY

Previous Years	Prior to FY2019	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Total
Amount Budgeted	\$1,136,649	\$85,607	\$77,500	\$70,961	\$95,024	\$49,600	\$1,515,341
Amount Expended	\$1,136,649	\$85,607	\$74,583	\$73,878	\$95,025	\$38,045	\$1,503,787
Balance							\$11,554

TOWN OF JUPITER COMMUNITY INVESTMENT PROGRAM 2024 - 2028	
Strategic Priority : Fiscal Responsibility & Communication	Department : Utilities Project No. : W0002
Project Name : Small Meter Replacements	Year(s) : On-going Projected In-Service Date : On-going
Project Description : Replace small (< 2") meters that fail to record flows with high accuracy. This deficiency if not minimized can lead to lost revenue and increased system water loss or unaccounted water. In addition, implement the latest best management practice for the water meter reading industry known as Advanced Metering Infrastructure (AMI) to improve system reliability and safety, enhance operational efficiencies, provide for better water conservation and leak/tamper detection, and provide real time collection of customer water usage data with a customer interface to promote transparency and meet customer expectations for data access.	
Link to Strategic Plan : This project supports the Town's Strategic Plan Result of Fiscal Responsibility by managing assets to maintain fiduciary responsibility and maintain established levels of service for the distribution system. Failure to properly recover costs in an equitable fashion amongst water customers could lead to deficiencies in cost recovery systems and financial instability that may prevent service levels from being achieved.	
Need, Justification, Benefits : Reduction in system water loss resulting in cost savings, efficiency gains in meter reading to enable reassignment of labor to focus on critical tasks such as meter/meter box maintenance, fully automate meter reading, billing and data collection processes, collect water use data in real time data with customer interface for accessing real time data, remote detection of backflow and meter tampering, improved communication with water customers regarding water conservation, and more.	
Location & Area Map	Project Photo
	
Comments : Having an accurate and effective means of reading water meters then communicating usage to both our billing office and residents is essential to the service we provide. The existing 15 year old drive-by radio reading is now becoming obsolete and many software/hardware functions are no longer fully supported by the vendor. This is problematic relative to our ability to responsibly assist customers. The estimated annual cost for implementation of the AMI System over a ten year period is \$1.5M and is shared between the large and the (small) meter replacements budgets.	

TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2024 - 2028

Project Name :	Small Meter Replacements	Project No.	W0002
Strategic Priority :	Fiscal Responsibility & Communication		
Department :	Utilities		

Project Budget :	Prior to 2024	2024	2025	2026	2027	2028	After 2028	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$2,499,574	\$455,673	\$455,673	\$455,673	\$455,673	\$455,673	\$0	\$4,777,939
Equipment	\$4,999,147	\$911,345	\$911,345	\$911,345	\$911,345	\$911,345	\$0	\$9,555,872
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$7,498,721	\$1,367,018	\$1,367,018	\$1,367,018	\$1,367,018	\$1,367,018	\$0	\$14,333,811

Funding Sources :	Prior to 2024	2024	2025	2026	2027	2028	After 2028	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$7,498,721	\$1,367,018	\$1,367,018	\$1,367,018	\$1,367,018	\$1,367,018	\$0	\$14,333,811
Total Revenues	\$7,498,721	\$1,367,018	\$1,367,018	\$1,367,018	\$1,367,018	\$1,367,018	\$0	\$14,333,811

Operating :	Prior to 2024	2024	2025	2026	2027	2028	After 2028	Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

PREVIOUS YEARS FINANCIAL ACTIVITY

Previous Years	Prior to FY2019	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Total
Amount Budgeted	\$6,335,990	-\$3,399	\$0	\$522,236	\$530,045	\$1,367,018	\$8,751,890
Amount Expended	\$4,652,197	\$693,718	\$574,955	\$723,167	\$67,092	\$122,989	\$6,834,117
Balance							\$1,917,773

TOWN OF JUPITER COMMUNITY INVESTMENT PROGRAM 2024 - 2028	
Strategic Priority : Fiscal Responsibility & Town Communication	Department : Utilities Project No. : W0329
Project Name : Large Meter Replacements	Year(s) : On-going Projected In-Service Date : On-going
Project Description : Replace large compound meters that fail to record flows with high accuracy. This deficiency if not minimized can lead to lost revenue and increased system water loss or unaccounted water. In addition, implement the latest best management practice for the water meter reading industry known as Advanced Metering Infrastructure (AMI) to improve system reliability and safety, enhance operational efficiencies, provide for better water conservation and leak/tamper detection, and provide real time collection of customer water usage data with a customer interface to promote transparency and meet customer expectations for data access.	
Link to Strategic Plan : This project supports the Town's Strategic Plan Result of Fiscal Responsibility by managing assets to maintain fiduciary responsibility and maintain established levels of service for the distribution system. Failure to properly recover costs in an equitable fashion amongst water customers could lead to deficiencies in cost recovery systems and financial instability that may prevent service levels from being achieved.	
Need, Justification, Benefits : Reduction in system water loss resulting in cost savings, efficiency gains in meter reading to enable reassignment of labor to focus on critical tasks such as meter/meter box maintenance, fully automate meter reading, billing and data collection processes, collect water use data in real time data with customer interface for accessing real time data, remote detection of backflow and meter tampering, improved communication with water customers regarding water conservation, and more.	
Location & Area Map	Project Photo
	
Comments : Since 2020, one hundred and thirty-five (135) large meters have been replaced under this project. The estimated annual cost for implementation of the AMI System over a ten year period is \$1.5M and is shared between this project and the (small) meter replacements budget.	

TOWN OF JUPITER
COMMUNITY INVESTMENT PROGRAM
FINANCIAL INFORMATION
2024 - 2028

Project Name :	Large Meter Replacements	Project No.	W0329
Strategic Priority :	Fiscal Responsibility & Town Communication		
Department :	Utilities		

Project Budget :	Prior to 2024	2024	2025	2026	2027	2028	After 2028	Total
Land acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning / Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$606,673	\$45,060	\$45,060	\$45,060	\$45,060	\$45,060	\$0	\$831,973
Equipment	\$1,845,424	\$90,140	\$90,140	\$90,140	\$90,140	\$90,140	\$0	\$2,296,124
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget	\$2,452,097	\$135,200	\$135,200	\$135,200	\$135,200	\$135,200	\$0	\$3,128,097

Funding Sources :	Prior to 2024	2024	2025	2026	2027	2028	After 2028	Total
General revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water R & R funds	\$2,452,097	\$135,200	\$135,200	\$135,200	\$135,200	\$135,200	\$0	\$3,128,097
Total Revenues	\$2,452,097	\$135,200	\$135,200	\$135,200	\$135,200	\$135,200	\$0	\$3,128,097

Operating :	Prior to 2024	2024	2025	2026	2027	2028	After 2028	Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

PREVIOUS YEARS FINANCIAL ACTIVITY

Previous Years	Prior to FY2019	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Total
Amount Budgeted	\$2,115,836	\$0	\$0	\$99,045	\$102,016	\$135,200	\$2,452,097
Amount Expended	\$1,767,889	\$53,658	\$67,820	\$71,080	\$214,970	\$84,693	\$2,260,111
Balance							\$191,986

TOWN OF JUPITER



DATE	September 3, 2024
TO	Honorable Mayor and Members of Town Council
THRU	
FROM	
SUBJECT	

EXECUTIVE SUMMARY

ANALYSIS

STRATEGIC PRIORITY

ATTACHMENTS

FUNDING SOURCE

For more information or copies of the attachments, please contact ***** at ***** or 561-741-****.

TOWN OF JUPITER

Approving the Purchase of Glock Sidearms w/Accessories Using State Forfeiture Funds



DATE	September 3, 2024
TO	Honorable Mayor and Members of Town Council
THRU	Frank Kitzerow, Town Manager
FROM	David England, Chief of Police
SUBJECT	Approving the Purchase of Glock Sidearms w/Accessories Using State Forfeiture Funds

EXECUTIVE SUMMARY

Staff recommends Town Council approve the use of state forfeiture funds in the amount of \$128,530.00 to purchase 125 Glock 9mm pistols and necessary accessories for duty use within the Police Department. The handguns will replace the existing primary duty firearms for all officers within the Department. All firearms will be equipped with lighting and optic systems which increase visibility and increased accuracy. In addition to the firearms, holsters will be purchased to accommodate various different functions.

ANALYSIS

On July 25, 2024 three (3) bids were received and opened for the purchase of the firearms and accessories (see attached bid tabulation). Town staff reviewed all bids and determined that GT Distributors was the lowest, most responsive, and responsible bidder with a total bid amount of \$105,951.50. A timeline for delivery was established requiring receipt of all equipment within 120 days of purchase.

As part of the transition to the new caliber of firearms, each officer will participate in training on the new platform. A quote was received from Lawmen's Police Supply for the purchase of 125 cases of 9mm ammunition for \$16,457.50. This purchase will be made utilizing Florida State Contract 46000000-21-STC.

The total estimated cost of the project is \$122,409.50. A 5% contingency has been added to these quoted amounts, bringing the total request to \$128,529.96. A detailed spreadsheet itemizing items to be purchased is attached.

There is currently a total of \$131,809.77 available in the state forfeiture fund.

STRATEGIC PRIORITY

- Safety

ATTACHMENTS

1. Attachment A - PD24-001 Bid Tabulation
2. Attachment B - PD24-001 Proposal submitted by GT Distributors Inc.
3. Attachment C - PD24-001 Request for Quotes Bidding Document
4. Attachment D – Quote from Lawmen's Police Supply – Ammunition
5. Attachment E – Florida State Contract – 46000000-21-STC

FUNDING SOURCE

	Approved in Budget	\$ N/A	Sources:
	Additional Funding Requested	\$ 128,530.00	Sources: State Forfeiture Fund

For more information or to request attachments, please contact Major Donald Hennessy Jr. at 1036@jupiter.fl.us or 561-741-2236.



**Town of Jupiter Police Department
Glock Sidearms with Accessories - PD24-001**

July 25, 2024 @ 2:00 PM

VENDOR				GT Distributors, Inc		Lawmen's and Shooters Supply		Lou's Police Distributors, Inc	
ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	EXTENDED VALUE	UNIT PRICE	EXTENDED VALUE	UNIT PRICE	EXTENDED VALUE
BID ITEMS									
1	Glock 45 MOS Direct Mount (9mm) Pistols w/Holosun 509T X2 Optic	EA	125	\$836.08	\$104,510.00	\$836.08	\$104,510.00	\$836.08	\$104,510.00
2	Safariland 6360 RDS holster for Glock 45 MOS (Holosun) w/Streamlight TLR7X	EA	125	\$134.07	\$16,758.75	\$140.00	\$17,500.00	\$142.00	\$17,750.00
3	Safariland 6390 RDS holster for Glock 45 MOS (Holosun) w/Streamlight TLR7X	EA	25	\$117.50	\$2,937.50	\$125.00	\$3,125.00	\$122.50	\$3,062.50
4	Safariland Solis holster for Glock 45 MOS (Holosun) w/Streamlight TLR7X	EA	25	\$52.56	\$1,314.00	\$84.00	\$2,100.00	\$70.00	\$1,750.00
5	Streamlight TLR7X Weapon Mounted Light	EA	125	\$122.61	\$15,326.25	\$113.00	\$14,125.00	\$127.00	\$15,875.00
Bid Subtotal (Item Nos. 1-5) =					\$140,846.50		\$141,360.00		\$142,947.50
6	Glock 22 Generation 4	EA	93	\$255.00	\$23,715.00	\$230.00	\$21,390.00	\$215.00	\$19,995.00
7	Glock 22 Generation 5	EA	7	\$261.00	\$1,827.00	\$240.00	\$1,680.00	\$235.00	\$1,645.00
8	Glock 22 Generation 5 MOS	EA	25	\$270.00	\$6,750.00	\$300.00	\$7,500.00	\$275.00	\$6,875.00
9	Glock 23 Generation 4	EA	8	\$259.00	\$2,072.00	\$230.00	\$1,840.00	\$215.00	\$1,720.00
10	Glock 23 Generation 5	EA	1	\$261.00	\$261.00	\$230.00	\$230.00	\$235.00	\$235.00
11	Glock 35 Generation 4	EA	1	\$270.00	\$270.00	\$250.00	\$250.00	\$255.00	\$255.00
Total Trade in Value (Item Nos. 1-13) =					\$34,895.00		\$32,890.00		\$30,725.00
Final Price Quotation (Bid Subtotal - Total Trade-In Value)					\$105,951.50		\$108,470.00		\$112,222.50



Request for Proposals

Procurement of Glock Pistols with Accessories (PD24-001)

JULY 2024



Request for Proposals

Procurement of Glock Pistols with Accessories (PD24-001)

JULY 2024

PART I - PART IV

Part I – General Requirements

1.1 DEFINITIONS

For the purposes of this Request for Proposals (“RFP”), Proposer shall mean consultants, contractor, respondents, organizations, firms, or other persons submitting a response to this Request for Proposals.

1.2 INVITATION TO PROPOSE: PURPOSE

This RFP provides guidelines for the submission of proposals for a one-time purchase of Glock Pistols with accessories by the Town of Jupiter Police Department.

1.3 PROPOSAL SUBMISSION AND WITHDRAWAL

Sealed RFP’s shall be submitted at the time and place indicated in the Request for Proposals and shall be enclosed in a sealed package marked with the RFP title, name and address of the Proposer.

The face of the sealed envelope shall be addressed as:

Town Clerk, Town of Jupiter
210 Military Trail, Jupiter, FL 33458
RFP Opening: July 25, 2024 at 2:00 pm
Procurement of Glock Pistols with Optical Accessories (PD24-001)

Qualified proposer shall submit four (4) bound copies, and one (1) flash drive containing electronic pdfs of the executed RFP of their proposal in a sealed, opaque package marked as noted above. All copies shall be on 8 ½” x 11” plain white paper, typed, with tabs separating each section. Proposals must be signed by a duly authorized official(s) of the proposing firm. Consortiums, joint ventures, or teams may submit proposals, however they will not be considered responsive unless it is established that all contractual responsibility rests solely on one firm or legal entity which shall not be a subsidiary or affiliate with limited resources. Each proposal shall indicate the entity or individual responsible for execution of the contract with the Town. Each proposal shall state that it is effective for a period of not less than 120 days from the date of receipt.

Proposers may withdraw their proposals by notifying the Town in writing at any time prior to the opening. Proposers may withdraw their proposals in person or through an authorized representative. Proposers and authorized representatives must disclose their identity and provide a signed receipt for the proposal.

Proposals, once opened, become the property of the Town and will not be returned to the Proposers. Upon opening, proposals become “public records” and shall be subject to public disclosure in accordance with Chapter 119, Florida Statutes.

1.4 PURCHASE AWARDS

The Town anticipates awarding a one-time purchase to a single proposer determined by the selection committee to be most qualified to meet the Town's needs. The Proposer understands that this RFP does not constitute an agreement or a continued contract with the Proposer. An official agreement to purchase is not binding until proposals are reviewed and a purchase order is issued to the awarded proposer by the Town.

The Town reserves the right to reject all proposals, to waive any informality, and to solicit and re-advertise for other proposals.

1.5 DEVELOPMENT COSTS

Neither the Town nor its representatives shall be liable for any expenses incurred in connection with preparation of a response to this RFP. Proposers should prepare their proposals simply and economically, providing a straightforward and concise description of the Proposer's ability to meet the requirements of the RFP.

1.6 INQUIRIES

The Town will not respond to oral inquiries. Proposers must submit all inquiries related to this RFP in writing by email:

Major Donald Hennessy
Jupiter Police Department
210 Military Trail
Jupiter, FL 33458
Phone: (561) 741-2236
donaldh@jupiter.fl.us

Email inquiries must include *Procurement of Glock Pistols with Optical Accessories (PD24-001)* in the subject heading of the email. Email inquiries not responded to within three business days shall be followed up by telephone to 561-741-2236.

The Town will respond to written inquiries if received at least three (3) working days prior to the date scheduled for the proposals to be submitted.

The Town will record its responses to inquiries and any supplemental instructions in the form of written addenda as needed. If addenda are issued, they will be issued via demandstar.com.

1.7 DELAYS

The Town may delay scheduled due dates if it is in their best interest. The Town will notify Proposers of all changes in scheduled due dates by written addenda via Demandstar.com.

1.8 IRREGULARITIES; REJECTION OF PROPOSALS

Proposals not meeting stated minimum terms and qualifications may be rejected by the Town as non-responsive or irregular. However, the Town reserves the right to waive any irregularities, technicalities

or informalities in any proposal. The Town reserves the right to reject the Proposal of any Proposer in arrears or in default upon any debt or contract to the Town of Jupiter or who have failed to perform faithfully any previous contract with the Town of Jupiter or with other governmental jurisdictions. The Town reserves the right to reject any or all proposals without cause.

1.9 ADDENDA

If revisions become necessary, the Town will provide written addenda prior to the RFP submission deadline, in accordance with 1.7, above, on Demandstar.com. It is the sole responsibility of the proposer to monitor Demandstar.com and obtain all issued written addenda.

1.10 EQUAL OPPORTUNITY

In connection with this proposal, the proposer shall not discriminate against any employment or applicant for employment because of race, color, religion, sex, national origin, age, marital status, handicapped or disadvantage person, or Viet Nam-era veteran. Such action shall include, but is not limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising, layoff or termination; rate of pay or other form of compensation and selection for training, including apprenticeship.

The Proposer shall furnish all necessary information and reports and shall permit access to its books, records and accounts by the Town of Jupiter for purposes of investigation to ascertain compliance with the non-discrimination/minority business provisions of any resultant contract.

The Town recognizes fair and open competition as a basic tenet of public procurement and encourages participation by minority and women's business enterprises. The Town requests minority and women's business enterprises to submit evidence of such classification with their proposals.

1.11 PUBLIC ENTITY CRIME STATEMENT

The Proposer, by submission of their proposal and execution of any resultant contract, acknowledges and attests that, neither the employees of Proposer nor any of its suppliers, sub-consultants or affiliate who shall perform work which is intended to benefit the Town of Jupiter, has been convicted of any public entity crime pursuant to Section 287.133, Florida Statutes, or, if any such person, entity or affiliate was convicted of a public entity crime, a period longer than thirty-six (36) months has passed since any such person, entity or affiliate was placed on a convicted vendor list. The Proposer further understands and acknowledges that by submission of their proposal and execution of any resultant contract, the contract shall be null and void, and/or that this contract is subject to immediate termination by the Town of Jupiter, for any misstatement or lack of compliance with the mandates of said statute. The Town of Jupiter, in the event of such termination, shall not incur any liability to the Proposer for any work or materials furnished.

1.12 TENTATIVE SCHEDULE

REVIEW AND SELECTION PROCESS:

July 3, 2024

July 25, 2024

July 30 – August 1, 2024

August 5, 2024

Advertisement Date (Palm Beach Post)

Proposals Due

Evaluation of Proposals by Selection Committee Members

Selection Committee Public Meeting

1.13 PERIOD OF PERFORMANCE

The term of this proposal is for a one-time purchase.

1.14 TAXES

Unless otherwise indicated, estimated fees and expenses shall not include taxes of any kind. The Town of Jupiter is exempt from all state taxation including state sales and use taxes. The Town's certificate of tax exemption is included as an attachment in Appendix B.

1.15 REUSE OF DOCUMENTS

All documents prepared under authority of this Project, shall become the property of the Town of Jupiter. All documents prepared are subject to reuse by the Town in accordance with the provisions of S.287.055, Florida Statutes.

1.16 AUDIT RIGHTS

The Owner reserved the right to audit the records the successful Proposer for the commodities and/or services provided under the Contract at any time during the performance and term of the Contract and for a period of five (5) years after completion and acceptance by the Owner. If required by the Owner, the successful Proposer agrees to submit to an audit by an independent certified public accountant selected by the Owner. The successful Proposer shall allow the Owner to inspect, examine and review the records of the successful Proposers in relation to this Contract at any and all times during normal business hours during the term of the Contract.

1.17 INSPECTOR GENERAL OF PALM BEACH COUNTY

The Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this Contract and in furtherance thereof may demand and obtain records and testimony from the Contractor and its subcontractors and lower tier subcontractors. The Contractor understands and agrees that in addition to other remedies and consequences provided by law, the failure of the Contractor or its subcontractors or lower tier subcontractors to fully cooperate with the Office of Inspector General of Palm Beach County when requested may be deemed by the municipality to be a material breach of this contract justifying its termination. The Office of Inspector General in Palm Beach County is established by Palm Beach County Code, Section 2-421 – 2-440. Failure to cooperate with the Inspector General or interfering with or impeding any investigation shall be in violation of Palm Beach County Code, Section 2-421 – 2-440, and be punished pursuant to Section 125.69, Florida Statutes, in the same manner as a second-degree misdemeanor.

Part II – Statement of Work/Technical Specifications

2.1 INTRODUCTION

The Town of Jupiter is seeking qualified proposals to provide law enforcement Glock 45, 9mm pistols, Safariland holsters, and peripheral equipment, as needed for the Town of Jupiter's Police Department in accordance with the provisions and requirements stated herein.

2.2 SPECIFICATIONS AND SCOPE OF WORK

The requirements of this RFP include procurement of the following:

Glock Pistols

125 – Glock 45 MOS Direct Mount (9mm) pistols equipped with the Direct Cut Optic package. Each firearm must be equipped to the following specifications:

- a. Holosun 509T X2 Direct Mount Optic
- b. Front mounted suppressor-height night site
- c. Rear mounted suppressor-height sites
- d. (3) 17 round magazines

Safariland Holsters

125 – Safariland 6360RDS holster for Glock 45 MOS (Holosun) w/Streamlight TLR7X

- a. All holsters must be in the black STX Basket Weave finish
- b. Holsters must be provided in the following quantities:
 1. Right handed – 122
 2. Left handed – 3

25 – Safariland 6390RDS holster for Glock 45 MOS (Holosun) w/Streamlight TLR7X

- a. All holsters must be in the STX Plain finish
- b. Holsters must be provided in the following quantities:
 1. Right handed – 24
 2. Left handed – 1

25 – Safariland Solis holster for Glock 45 MOS (Holosun) w/Streamlight TLR7X

- a. All holsters must be in the STX Plain finish
- b. Holsters must be provided in the following quantities:
 1. Right handed – 24
 2. Left handed – 1

Streamlight Weapon Mounted Lights

125 – Streamlight TLR7X USB Rechargeable Weapon Mounted Light

2.3 TRADE-IN OF EXISTING AGENCY FIREARMS

As part of the Jupiter Police Departments transition to a new firearm platform, the Town is requesting a trade-in allowance for some of the Police Departments existing firearms. The Glock Inventory list trade-in allowance can be found in Exhibit A – Town of Jupiter Police Department Glock Inventory Trade-In Allowance. Bidders must provide a trade-in offer for all or none of the Town owned firearms listed. The

amount provided by the proposer will be the amount the bidder is offering to the Town for the trade-in. The total trade-in value will be deducted from the purchase amount to determine a final value for the proposal.

This project involves a total transition to a new firearms platform, which requires extensive training prior to deployment. This training is scheduled to occur throughout the calendar year 2025. Proposers must agree to receive the firearms quarterly on a schedule coordinated at the time of purchase with all trade-in firearms to be delivered to proposer by January 1, 2026.

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Part III– Evaluation of Proposals

3.1 Decision Making Criteria/Evaluation– The Town of Jupiter (Town) shall be the sole judge of their own best interests, the proposal, and the resulting negotiated agreement. The Town's decisions will be final.

The Town's evaluation criteria will include, but shall not be limited to, consideration of the following:

ITEM	CRITERION	POINTS
A	Total Cost of Procurement: The total cost of all goods listed in the RFP inclusive of any all delivery and other fees, along with discounts provided for value of trade-in of existing firearms	40
B	Timeline for Delivery: The ability to obtain and delivery provide all equipment specified in the RFP prior to January 1, 2025	30
C	Flexibility of Return of Trade-In: The ability to extend the deadline for the trade-in of all firearms to January 1, 2026.	30
D	Completeness of Proposal: Information provided as described in this Section	10
	Total Maximum Points	100

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3.2 Selection Committee – The Town will appoint a selection committee consisting of three to five members of its staff to evaluate responses. Each committee member will independently review submitted proposals, assign a score for each of the criterion above based on the proposal response, and calculate a total score for each proposal. In order to eliminate the variation in scores between committee members, each member will use the total score calculated for each proposal to rank the proposals from high to low. The proposal with the highest point score will be assigned a ranking of one (1), and remaining proposals ranked sequentially in accordance with total point score. For example, if the Town receives five (5) proposal responses, the proposals with the highest and lowest total point scores will be assigned a ranking of one (1) and five (5), respectively.

The selection committee will hold a public meeting where each committee member will present their scores and respective rankings for the purpose of identifying the most qualified proposer that met the requirements of this RFP. The rankings provided by each committee member will be summed up, and selection of the most qualified firm(s) will be based on the proposal(s) with the lowest combined ranking. The Selection Committee will select the most qualified proposer to complete the procurement.

3.3 Cost of Proposal Preparation – The Town will not be responsible for any cost incurred by any Proposer in the preparation of his/her proposal.

3.4 Minimum Qualifications – Proposers must meet and document the following minimum qualifications to be deemed responsive to this RPP:

- 1) Must possess a valid Federal Firearms License in accordance with Chapter 44, Title 18, United States Code, and the regulations issued thereunder. A copy of this license must be included with any responses.
- 2) Must be able to provide proof of authorization by Glock Inc., to furnish firearms to law enforcement agencies in the State of Florida.
- 3) Must be willing to provide trade-in values for agency issued firearms and agree to accept the terms of trade-in return.

3.5 Award of Contract – The Award of the Contract, if it is awarded, will be to the most responsive, responsible Proposer(s) whose qualifications indicate the award will be in the best interest of the Town and whose proposal shall comply with the requirements of the Proposal Specifications. No award will be made until all necessary investigations have been made into the responsibility of the Proposer and the Town is satisfied that the Proposer is qualified to do the work.

3.6 Variances to Specifications – Proposers must indicate any variances to the Specifications including those items included in this RFP. If variations are not stated in Proposer's reply, it shall be implied that the proposal fully conforms to the specifications.

- 3.7 Timeliness of Submittal** – All proposals must be received by the date and time specified on the legal advertisement and in the RFP. The proposal time must be and shall be scrupulously observed. Under no circumstances shall proposals delivered after the time specified be considered. Such proposals will be returned to the Proposer unopened. It is the sole responsibility of the Proposer to ensure that his/her proposal reaches the Office of the Town Clerk on or before the closing date and time referenced herein above. The Town shall in no way be responsible for delays caused by any occurrence. NOTE: Responses by telephone, telegram or facsimile shall not be accepted. Responses will only be accepted as stated hereinabove.
- 3.8 Right to Reject** – The Town reserves the rights to waive irregularities, reject and/or accept any and all proposals, in whole or in part, or take such other action as serves the best interest of the Town.
- 3.9 Proposal Opening Extension** – The Town reserves the right to issue an addendum extending the proposal opening date in the event it determines, in its sole discretion that an inadequate number of responses have been received, including, but not limited to where it has received no responses, or only one response. The Town will return the received response unopened to the proposer.
- 3.10 Subcontracting or Assigning of the Contract** – The Selected Proposer(s) shall not subcontract, sell, transfer, assign or otherwise dispose of the Contract or any portion thereof, or of the work provided for therein, or of his right, title or interest therein, to any person, firm or corporation without the written consent of the Town. Each Proposer shall list all subconsultants and the work provided by them with the proposal submitted.
- 3.11 Discrimination** – An entity or affiliate who has been placed on the discriminatory Consultant list may not submit a proposal on a contract to provide goods or services to a public entity, may not submit a proposal on a contract with a public entity for the construction or repair of a public building or public work, may not submit proposals on leases of real property to a public entity, may not award or perform work as a contractor, supplier, subcontractor, or consultant under contract with any public entity, and may not transact business with any public entity.
- 3.12 Town's Public Relations Image** – Selected Proposer's personnel shall at all times handle themselves in a professional manner and handle complaints and all contact with the public with due regard to the Town's relationship with the public. Any personnel in the employ of the Selected Proposer(s) involved in the execution of work that is deemed to be conducting themselves in an unacceptable manner shall be removed from the project at the request of the Town or its representative.
- 3.13 Patent Fees, Royalties, and Licenses** – If the Selected Proposer(s) requires or desires to use any design, trademark, device, material or process covered by letters of patent or copyright, the Selected Proposer(s) and his surety shall indemnify and hold harmless the Town from any and all claims for infringement by reason of the use of any such patented design, device, trademark, copyright, material or process in connection with the work agreed to be performed and shall indemnify the Town from any cost, expense, royalty or damage which the Town may be obligated to pay by reason of any infringement at any time during the prosecution of or after completion of the work.
- 3.14 W9 Taxpayer Identification Form** – The Selected Proposer(s) must file a W9 Taxpayer Identification Form with the Town. This form must be submitted and received by the Town's Finance Department before payment to a successful Proposer will be authorized for any work orders received.
- 3.15 Familiarity with Laws** – The Selected Proposer(s) is assumed to be familiar with all Federal, State and local laws, ordinances, rules and regulations that may affect the work. Ignorance on the part of a Selected Proposer shall in no way relieve it from any responsibility to comply with the law.

Part IV – Proposal Form

Proposer Company Name: G T DISTRIBUTORS, INC.

**PROPOSAL
TO
TOWN OF JUPITER POLICE
DEPARTMENT FOR THE
PROCUREMENT OF GLOCK
PISTOLS WITH ACCESSORIES
(PD24-001) (W2413)**

Town of Jupiter
210 Military Trail
Jupiter, Florida 33458

Gentlemen:

The undersigned as Proposer does declare that no person or persons other than the Proposer herein named had any interest in this Proposal or in the contract to be taken, and that it is made without any connection with any other person making a Proposal for the same item(s), and is in all respects fair and without collusion or fraud.

The undersigned further declares that he has carefully examined this Request for Proposals and is thoroughly familiar with its provisions and with the quality, type and Scope of Services called for in the Statement of Work and the general scope of services as follows:

The direct purchase and delivery of Glock firearms and accessories as detailed in the attached technical specifications.

The undersigned further declares that he proposes to provide the products required within the specified time in this Proposal for the prices indicated within their proposal.

The undersigned, acknowledges that payments made by the Town of Jupiter will be made via electronic funds transfer (EFT) and Contractor will provide the Town of Jupiter with the information required to become a vendor for the Town and receive EFT payments.

The undersigned agrees that all bid documents issued for this Contract, including addenda, have been reviewed as necessary to provide a comprehensive bid. The undersigned acknowledges receipt of 1 (insert number) Addenda for this Bid.

The undersigned is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this RFP and in furtherance thereof may demand and obtain records and testimony from the contractor and its subcontractors and lower tier subcontractors. The contractor understands and agrees that in addition to other remedies and consequences provided by law, the failure of the contractor or its subcontractors or lower tier subcontractors to fully cooperate with the Inspector General when requested may be deemed by the municipality to be a material breach of this contract justifying its termination. The Office of Inspector General in Palm Beach County is established by Palm Beach County Code, Section 2-421 to 2-440. Failure to cooperate with the Inspector General or interfering with or impeding any investigation shall be in violation of Palm Beach County Code, Section 2-421 to 2-440, and be punished pursuant to Section 125.69, Florida Statutes, in the same manner as a second-degree misdemeanor.

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POLICE DEPARTMENT

ADDENDUM NO. 1

TO

CONTRACT DOCUMENTS

ISSUED: JULY 19, 2024
PROJECT TITLE: PROCUREMENT OF GLOCK PISTOLS WITH ACCESSORIES
TO: ALL PLANHOLDERS OF RECORD

This addendum shall modify, clarify, change, or add information and become part of the above referenced Project Documents. **Acknowledge receipt of this Addendum in the space provided on the Quote form.**

The Contract Documents shall include the following:

Bidder Question/Response

Q1. The line item #4 shows the Safariland Solis. Unfortunately, they do not make this holster for the requested configuration. Could we suggest a substitution (Safariland holster) for this item?

Response: The Solis holster is available for the Glock 45 and can be configured to accommodate Standard Optics, specifically the Holosun 509 optic and Streamlight TLR-7X weapon mounted light. Provided the Solis holster meets these accommodation criteria the quote will be accepted even though the holster is not titled 45MOS.

The undersigned states that this proposal is the only proposal for this project in which he is interested and certifies that all of the information provided in this proposal is true and correct.

SUBMITTAL DATE 07/22/2024

FIRM NAME G T DISTRIBUTORS, INC.

FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN) 74-2339528

(if the entity has no FEIN, include the Social Security Number of the individual signing this Proposal

SIGNATURE OF RESPONSIBLE OFFICIAL 

PRINT NAME AND TITLE OF RESPONSIBLE OFFICIAL DAVID CURTIS, BIDS MANAGER

EMAIL ADDRESS OF RESPONSIBLE OFFICIAL txbids@gtdist.com

BUSINESS ADDRESS 1124 NEW MEISTER LN. STE. 100

BUSINESS TELEPHONE 512-451-8298

STATE OF INCORPORATION TEXAS

FULL NAMES AND ADDRESSES OF PERSONS OR PARTIES INTERESTED IN THE FOREGOING BID, AS PRINCIPALS:

WILLIAM J. ORR JR., PRESIDENT

1124 NEW MEISTER LN. STE. 100, PFLUGERVILLE, TX. 78660

FULL NAME, TITLE, EMAIL ADDRESS, AND PHONE NUMBER OF PERSON MANAGING THE WORK UNDER THIS CONTRACT:

SANDI WHITE, ACCOUNT MANAGER - sandi.white@gtdist.com - 800-443-6283 ext 1800

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Request for Proposals

Procurement of Glock Pistols with Accessories (PD24-001)

JULY 2024

APPENDIX A - APPENDIX J

Appendix A

Bid Schedule of Values/Quotation Form
Procurement of Glock Firearms and
Accessories

BIDDING COMPANY NAME:

ITEM NO. VALUE	ITEM DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED
1	Glock 45 MOS Direct Mount (9mm) Pistols w/Holosun 509T X2 Optic	125	\$ <u>836.08</u>	\$ <u>104,510.00</u>
2	Safariland 6360RDS holster for Glock 45 MOS (Holosun) w/Streamlight TLR7X	125	\$ <u>134.07</u>	\$ <u>16,758.75</u>
3	Safariland 6390RDS holster for Glock 45 MOS (Holosun) w/Streamlight TLR7X	25	\$ <u>117.50</u>	\$ <u>2,937.50</u>
4	Safariland Solis holster for Glock 45 MOS (Holosun) w/Streamlight TLR7X	25	\$ <u>52.56</u>	\$ <u>1,314.00</u>
5	Streamlight TLR7X Weapon Mounted Light	125	\$ <u>122.61</u>	\$ <u>15,326.25</u>
6	Delivery/Shipping Charges	1	\$ <u> </u>	\$ <u>0.00</u>

Total Price Quotation: (Item Nos. 1-6) = \$ 140,846.50

Appendix A

Trade-In Value Proposals

ITEM NO. VALUE	ITEM DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED
1	Glock 22 Generation 4	93	\$ <u>255.00</u>	\$ <u>23,715.00</u>
2	Glock 22 Generation 5	7	\$ <u>261.00</u>	\$ <u>1,827.00</u>
3	Glock 22 Generation 5 MOS	25	\$ <u>270.00</u>	\$ <u>6,750.00</u>
4	Glock 23 Generation 4	8	\$ <u>259.00</u>	\$ <u>2,072.00</u>
5	Glock 23 Generation 5	1	\$ <u>261.00</u>	\$ <u>261.00</u>
6	Glock 35 Generation 4	1	\$ <u>270.00</u>	\$ <u>270.00</u>

Total Amount Proposed for Trade-In: (Item Nos. 1-5) = \$34,895.00

Final Proposal (Purchase – Trade-in Value) = \$ 105,951.50

Final Price Quotation: in Words: _

One Hundred and Five Thousand, Nine Hundred and Fifty One Dollars and Fifty Cents

The undersigned agrees to provide the best available estimate of time for delivery of the equipment upon receipt of valid purchase order from the Town of Jupiter (failure to provide delivery time may result in the proposal being deemed non-responsive):

Time for delivery of all equipment contained in RFP with all Accessories: 120 Days

TOWN OF JUPITER

RFP NO. PD24-001

RFP FOR PROCUREMENT OF GLOCK PISTOLS WITH ACCESSORIES

PROPOSER REFERENCES	
Please submit a minimum of five references in detail; give client references who have been clients (of the Proposer) for at least one year (preferably municipal governments or other governmental agencies of similar size in Florida where your company has provided same and similar services). The Town may contact some of the Proposer's current and former clients, both supplied by the Proposer and independently derived, to request that they validate the qualifications of the Proposer and the accuracy of the claims made by the Proposer in its Proposal, and that they assess the Proposal's ability to perform the types, level and quality of services that the Town desires. All references contacted will be asked to rate those aspects of the Proposal's performance on a scale from 0 – 5: zero (0) being poor and (5) being excellent. Excellent: Frequently exceeds client reference's specifications/requirements Good: Meets client reference's specification/requirements. Poor: Frequently does not meet client reference's specifications / requirements	
1. CUSTOMER NAME:	METRO NASHVILLE & DAVIDSON COUNTY
CUSTOMER LOCATION:	730 PRESIDENT RONALD REAGAN WAY, NASHVILLE, TN 37210
POPULATION, if Government:	2 MILLION
CUSTOMER CONTACT PERSON:	DANIEL DRUMWRIGHT
CUSTOMER PHONE NUMBER:	615-862-6180
CUSTOMER CONTACT FAX:	
CUSTOMER CONTACT E-MAIL:	Daniel.Drumwright2@nashville.gov
PROJECT DESCRIPTION:	GLOCK PISTOLS, SHOTGUNS, AND ACCESSORIES
2. CUSTOMER NAME:	MARION CO. FL SHERIFF'S OFFICE
CUSTOMER LOCATION:	PO BOX 15621987, OCALA, FL. 34478
POPULATION, if Government:	396,415
CUSTOMER CONTACT PERSON:	WENDY CALHOUN, PURCHASING DIRECTOR
CUSTOMER PHONE NUMBER:	352-368-3571
CUSTOMER CONTACT FAX:	
CUSTOMER CONTACT E-MAIL:	wcalhoun@marionso.com

Appendix C

PROJECT DESCRIPTION:	Gun Trade in for 38 Glock 43 HANDGUNS
3. CUSTOMER NAME:	SHELBY COUNTY, TN. SHERIFF'S OFFICE
CUSTOMER LOCATION:	160 NORTH MAIN STREET, 5th Floor, MEMPHIS, TN. 38103
POPULATION, if Government:	916,371
CUSTOMER CONTACT PERSON:	KIM GREEN, PURCHASING SPECIALIST
CUSTOMER PHONE NUMBER:	901-222-5651
CUSTOMER CONTACT FAX:	
CUSTOMER CONTACT E-MAIL:	Kim.Green@shelby-sheriff.org
PROJECT DESCRIPTION:	GUN TRADE FOR FIREARMS AND ACCESSORIES
4. CUSTOMER NAME:	GWINNETT COUNTY, GA.
CUSTOMER LOCATION:	75 LANGLEY DRIVE, LAWRENCEVILLE, GA. 30046
POPULATION, if Government:	975,353
CUSTOMER CONTACT PERSON:	CHELSEY WARD, PURCHASING ASSOCIATE II
CUSTOMER PHONE NUMBER:	770-822-3116
CUSTOMER CONTACT FAX:	
CUSTOMER CONTACT E-MAIL:	chelsey.ward@gwinnettcountry.com
PROJECT DESCRIPTION:	GUN TRADE FOR 100 GLOCK 17 GEN 5
5. CUSTOMER NAME:	MISSOURI, STATE OF
CUSTOMER LOCATION:	VARIOUS AGENCIES THROUGHOUT THE STATE
POPULATION, if Government:	OF MISSOURI.
CUSTOMER CONTACT PERSON:	COLTIN WRIGHT
CUSTOMER PHONE NUMBER:	573-751-8897
CUSTOMER CONTACT FAX:	
CUSTOMER CONTACT E-MAIL:	coltin.wright@oa.mo.gov
PROJECT DESCRIPTION:	Statewide – Glock Pistols - CC241945001

TOWN OF JUPITER

RFP No. PD24-001

RFP for Procurement of Glock Pistols with Accessories

NON-COLLUSIVE AFFIDAVIT FORM

STATE OF TEXAS

COUNTY OF TRAVIS

DAVID CURTIS, being first duly sworn deposes and says that:

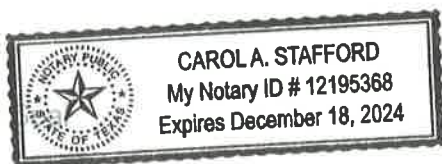
1. He is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting the Proposal.
2. The Proposal is genuine and is not a collusive or sham Proposal.
3. Neither the Proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, have in any way, colluded, conspired, connived, or agreed, directly or indirectly, with any other Proposer, firm or person to submit a collusive or sham Proposal in connection with the Contract for which the attached Proposal has been submitted; or to refrain from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any Proposer, firm, or person to fix the price in the attached Proposal or of any other Proposer, or to fix any overhead, profit, or cost elements of the Proposal price or the Proposal price of any other Proposer; or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage in the proposed Contract.
4. The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Proposer or any other of its agents, representatives, owners, employees or parties in interest, including this affiant.

Date: 07/ 22 /24

By [Signature]

I HEREBY CERTIFY that on this day, before me personally appeared, by means of ☒ physical presence or ☐ online notarization, an officer duly authorized in the State and County aforesaid to take acknowledgements, personally appeared DAVID CURTIS, an authorized representative of G T DISTRIBUTORS, INC., well known to me and known to me to be the person(s) described in and who executed the foregoing instrument and have acknowledged before me that they executed the same. WITNESS my hand and official seal in the County and State last aforesaid this 22ND day of JULY, 2024.

Notary



Carol A. Stafford
NOTARY PUBLIC

TOWN OF JUPITER

RFP NO. PD24-001

RFP FOR PROCUREMENT OF GLOCK PISTOLS WITH ACCESSORIES

PROPOSER'S CERTIFICATION FORM

The below signed Proposer certifies that he/she has read, carefully examined, and thoroughly understands the terms, conditions, and specifications contained in the RFP and any other documents accompanying or made a part of this RFP. I hereby propose to furnish the services specified in the RFP. Furthermore, I agree to abide by all conditions of this RFP. I certify that all information contained in this submittal is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this Proposal on behalf of the firm or entity who is the Proposer, as its act and deed and that the Proposer is ready, willing and able to perform if awarded the contract.

I further certify that this Proposal is made without prior understanding, agreement, connection, discussion, or collusion with any person, firm or corporation submitting a Proposal for the same service; no officer, employee or agent of the Town of Jupiter or of any other Proposer interested in the Proposal; and that the undersigned executed this Proposal's Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so.

G T DISTRIBUTORS, INC.
NAME OF BUSINESS

BY: 
SIGNATURE

DAVID CURTIS, BIDS MANAGER
PRINTED NAME AND TITLE

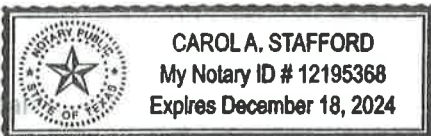
1124 NEW MEISTER LN. STE. 100
MAILING ADDRESS

PFLUGERVILLE, TEXAS 78660
CITY, STATE, ZIP CODE

512-451-8298
TELEPHONE NUMBER

txbids@gtldist.com
E-MAIL ADDRESS

Subscribed and sworn to before me, by means of ☒ physical presence or ☐ online notarization this 22ND day of JULY, 2024 by DAVID CURTIS of G T DISTRIBUTORS, INC., who [X] is personally known to me or [] has produced as identification and who did (did not) take an oath.

Notary Seal

Town of Jupiter Police Department
RFP for Procurement of Glock Pistols with Accessories (PD24-001)


NOTARY

PUBLIC

TOWN OF JUPITER

RFP NO. PD24-001

RFP FOR PROCUREMENT OF GLOCK PISTOLS WITH ACCESSORIES

PROPOSER'S QUALIFICATION STATEMENT FORM

The undersigned Proposer certifies under oath the truth and correctness of all statements and of all answers to questions made hereinafter:

SUBMITTED TO: Town of Jupiter

ADDRESS: 210 Military Trail
Jupiter, FL

SUBMITTED BY G T DISTRIBUTORS, INC.

CIRCLE ONE ☒ CORPORATION / ☐ PARTNERSHIP / ☐ INDIVIDUAL / ☐ OTHER

NAME DAVID CURTIS, BIDS MANAGER

ADDRESS: 1124 NEW MEISTER LN. STE. 100, PFLUGERVILLE, TX. 78660

TELEPHONE NO. 512-451-8298

FAX NO. 800-480-5845

1. State the true, exact, correct and complete name of the partnership, corporation, trade or fictitious name under which you do business and the address of the place of business.

The correct name of the Proposer is: G T DISTRIBUTORS, INC.

The address of the principal place of business is: 1124 NEW MEISTER LN. STE. 100
PFLUGERVILLE, TEXAS 78660

2. If Proposer is a corporation, answer the following:
- a. Date of Incorporation: 12/12/1997
 - b. State of Incorporation: TEXAS
 - c. President's name: WILLIAM J. ORR JR.
 - d. Vice President's name: TIM BROWN
 - e. Secretary's name: DEBORAH S. ORR
 - f. Treasurer's name: DEBORAH S. ORR
 - g. Name and address of Resident Agent: SANDI WHITE
2285 Kingsley Ave A2, Orange Park, FL 32073

Appendix F

3. If Proposer is an individual or a partnership, answer the following: NOT APPLICABLE
 - a. Date of organization:
 - b. State whether general or limited partnership:
 - c. Name, address and ownership units of all partners:
4. If Proposer is other than an individual, corporation or partnership, describe the organization and give the name and address of principals: NOT APPLICABLE, WE ARE A TEXAS CORPORATION
5. If Proposer is operating under a fictitious name, submit evidence of compliance with the Florida Fictitious Name Statute. NOT APPLICABLE
6. How many years has your organization been in business under its present business name? 52 YEARS
 - a. Under what other former names has your organization operated? NOT APPLICABLE
7. Indicate registration, license numbers or certificate numbers for the businesses or professions, which are the subject of this Proposal. Please attach certificate of competency and/or state registration.
FEDERAL FIREARMS LICENSE # 5-74-453-01-7A-29221
FLORIDA SECRETARY OF STATE DOCUMENT# F16000001950
8. Have you ever failed to complete any work awarded to you? If so, state when, where and why?
NO
9. List the pertinent experience of the key individuals of your organization (continue on insert sheet, if necessary). The experienced staff of G T Distributors consists of 101 employees, over 30 customer service/retail representatives as well as 13 outside sales representatives. We can offer a team of dedicated account representatives that will be familiar with contract needs of the end user by telephone or in our retail showroom anytime. G T Distributors outside sales representatives cover Texas, New Mexico, Oklahoma, Arkansas, Louisiana, Tennessee, Alabama, Georgia, Nebraska, Kansas, Missouri, and Florida. They can be at facilities within this territory for product demonstrations or other required appointments such as uniform or body armor sizing within 48 hours in most cases.
10. State the name of the individual who will have personal supervision of the work:
SANDI WHITE
11. Disclose any suits or administrative actions ever taken against your firm by the Department of Insurance
within the last two (2) years. N/A

Appendix F

THE PROPOSER ACKNOWLEDGES AND UNDERSTANDS THAT THE INFORMATION CONTAINED IN RESPONSE TO THIS QUALIFICATIONS STATEMENT SHALL BE RELIED UPON BY THE TOWN IN AWARDING THE CONTRACT AND SUCH INFORMATION IS WARRANTED BY PROPOSER TO BE TRUE. THE DISCOVERY OF ANY OMISSION OR MISSTATEMENT THAT MATERIALLY AFFECTS THE PROPOSAL'S QUALIFICATIONS TO PERFORM UNDER THE CONTRACT SHALL CAUSE THE TOWN TO REJECT THE PROPOSAL, AND IF AFTER THE AWARD TO CANCEL AND TERMINATE THE AWARD AND/OR CONTRACT.



Signature

DAVID CURTIS, BIDS MANAGER

Printed Name

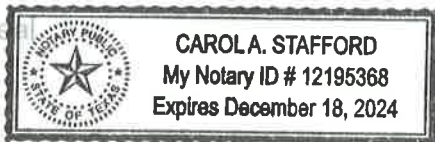
State of TEXAS
County of TRAVIS

The foregoing instrument was acknowledged before me, by means of ☒ physical presence or ☐ online notarization this 22nd day of JULY, 2024 by DAVID CURTIS of G T DISTRIBUTORS, INC., who ☒ is personally known to me or ☐ has produced as identification and who did (did not) take an oath.



NOTARY PUBLIC

Notary Seal



TOWN OF JUPITER
RFP NO. PD24-001
RFP FOR PROCUREMENT OF GLOCK PISTOLS WITH ACCESSORIES
PUBLIC ENTITY CRIMES FORM

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

This sworn statement is submitted to Town of Jupiter
(Print name of the public entity)

By DAVID CURTIS, BIDS MANAGER
(Print individual's name and title)

for G T DISTRIBUTORS, INC.
(Print name of entity submitting sworn statement)

Whose business address is
1124 NEW MEISTER LN. STE. 100, PFLUGERVILLE, TX. 78660

and (if applicable) its Federal Employer Identification Number (FEIN) is 74-2339528
(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any Proposal or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, no jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 - 4-1. A predecessor or successor of a person convicted of a public entity crime: or
 - 4-2. Any entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement,

Appendix G

shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in the State of Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which Proposal applies to Proposals on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an entity.
6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. (indicate which statement applies)

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

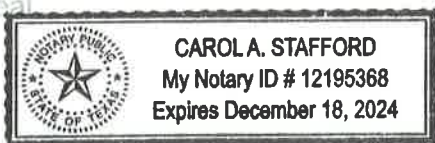
 The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent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

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

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

Subscribed and sworn to before me, by means of ☒ physical presence or ☐ online notarization this 22nd day of JULY, 2024 by DAVID CURTIS of G T DISTRIBUTORS, INC., who [X] is personally known to me or [] has produced as identification and who did (did not) take an oath.

Notary Seal



Carol A. Stafford
NOTARY PUBLIC

TOWN OF JUPITER

RFP NO. PD24-001

RFP FOR PROCUREMENT OF GLOCK PISTOLS WITH ACCESSORIES

PROPOSER'S ACKNOWLEDGMENT FORM

I hereby certify, that this Proposer's Acknowledgment is made without prior understanding, agreement or connection with any corporation, firm, or other person submitting a Proposal for the same commodities and/or services, and is in all respects, fair and without collusion or fraud. I agree to abide by all of the conditions of this Request for Quotations, and certify that I am authorized to sign the Proposal for the Proposer. By my signature on this Form, the Proposer acknowledges and accepts without limitation, the terms and conditions as set forth within the Request for Proposal, as well as any applicable supplemental RFP documents, such as any Special Conditions, Instructions, Specifications, and all required Forms.

CORRECT LEGAL NAME OF PROPOSER: G T DISTRIBUTORS, INC.

NAME OF REGISTERED AGENT & ADDRESS OF CORPORATE PROPOSERS

SANDI WHITE

2285 Kingsley Ave A2, Orange Park, FL 32073

PHYSICAL ADDRESS OF PROPOSER (NO P.O. BOXES ALLOWED)

1124 NEW MEISTER LN. STE. 100, PFLUGERVILLE, TX. 78660

TELEPHONE NUMBER OF PROPOSER 512-451-8298

EMERGENCY CONTACT NUMBER FOR PROPOSER: MATT HANLIN 904-449-2001

FAX NUMBER OF PROPOSER 800-480-5845

FEDERAL ID NO. OR SOCIAL SECURITY NO. OF PROPOSER 74-2339528

IF PROPOSER IS CORPORATION OR OTHER LEGAL ENTITY, STATE OF INCORPORATION OR REGISTRATION TEXAS

****FOREIGN CORPORATIONS MUST SUBMIT FOREIGN CORPORATION RESOLUTION.**

SIGNATURE OF PROPOSER OR AUTHORIZED AGENT: 

****PROPOSALS SUBMITTED BY AGENTS MUST HAVE RESOLUTION OF AGENT AUTHORITY.**

PRINTED NAME OF PROPOSER OR AUTHORIZED AGENT:

DAVID CURTIS

DATE: 07/22/2024

TITLE/POSITION OF SIGNATORY: BIDS MANAGER

TOWN OF JUPITER
RFP NO. PD24-001
RFP FOR PROCUREMENT OF GLOCK PISTOLS WITH ACCESSORIES
DRUG-FREE WORK PLACE CERTIFICATION

The undersigned Contractor, in accordance with Florida Statute 287.087 hereby certifies that

G T DISTRIBUTORS, INC. does:
Name of Business

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

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



Proposer's Signature

DAVID CURTIS, BIDS MANAGER

Proposer's Printed Name and Title

07/22/2024

Date

TOWN OF JUPITER

RFP NO. PD24-001

RFP FOR PROCUREMENT OF GLOCK PISTOLS WITH ACCESSORIES

CONTRACTOR E-VERIFY AFFIDAVIT

I hereby certify that G T DISTRIBUTORS, INC. [insert contractor company name] does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

A true and correct copy of G T DISTRIBUTORS, INC'S [insert contractor company name] proof of registration in the E-Verify system is attached to this Affidavit.



Signature

DAVID CURTIS, BIDS MANAGER

Print Name/Title

07/22/2024

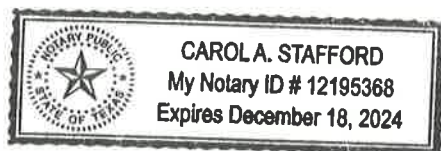
Date

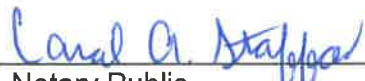
STATE OF ~~FLORIDA~~ TEXAS

COUNTY OF TRAVIS

The foregoing instrument was acknowledged before me by means of / physical presence or / online notarization, this JULY 22, 2024 (date) by DAVID CURTIS (name of officer or agent, title of officer or agent) of G T DISTRIBUTORS, INC. (name of contractor company acknowledging), TEXAS (state or place of incorporation) corporation, on behalf of the corporation. He/she is personally known to me or has produced N/A (type of identification) as identification.

Notary Seal





Notary Public



Company ID Number: 339276

Approved by:

Employer G T Distributors, Inc.	
Name (Please Type or Print) Clint Welch	Title
Signature Electronically Signed	Date 06/29/2010
Department of Homeland Security – Verification Division	
Name (Please Type or Print) USCIS Verification Division	Title
Signature Electronically Signed	Date 06/29/2010



Company ID Number: 339276

Information Required for the E-Verify Program	
Information relating to your Company:	
Company Name	G T Distributors, Inc.
Company Facility Address	1124 NEW MEISTER LN. STE 100 PFLUGERVILLE, TX 78660
Company Alternate Address	
County or Parish	TRAVIS
Employer Identification Number	742339528
North American Industry Classification Systems Code	453
Parent Company	
Number of Employees	100 to 499
Number of Sites Verified for	1 site(s)



Company ID Number: 339276

Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State:

TX

1



Company ID Number: 339276

Information relating to the Program Administrator(s) for your Company on policy questions or operational problems:

Name Deborah S Orr
Phone Number 8002528310
Fax 8004805845
Email deedee@atdist.com

Name Nancy Kern
Phone Number 8002528310
Fax 8004805845
Email nancvk@atdist.com

Name Clint Welch
Phone Number 8002528310
Fax 8004805845
Email clintw@atdist.com

Name Lauren Dawson
Phone Number 51245182981207
Fax
Email LAUREN.DAWSON@GTDIST.COM



Company ID Number: 339276



This list represents the first 20 Program Administrators listed for this company.



Request for Proposals

Procurement of Glock Pistols with Accessories (PD24-001)

JULY 2024

LICENSURE

Federal Firearms License
(18 U.S.C. Chapter 44)

NOT FOR DISTRIBUTION TO THE PUBLIC

In accordance with the provisions of Title I, Gun Control Act of 1968, and the regulations issued thereunder (27 CFR Part 478), you are licensed to engage in the business specified in this license, within the limitations of Chapter 44, Title 18, United States Code, and the regulations issued thereunder, until the expiration date shown. **THIS LICENSE IS NOT TRANSFERABLE UNDER 27 CFR 478.51.** See "WARNINGS" and "NOTICES" on reverse.

Direct ATF ATF - Chief, FFLC
Correspondence To FFLC@atf.gov
1-866-662-2750

License
Number **5-74-453-01-7A-29221**

Chief, Federal Firearms Licensing Center (FFLC)

Expiration
Date **January 1, 2027**

Name
Tracy Robertson
G T DISTRIBUTORS INC

Premises Address (Changes? Notify the FFLC at least 30 days before the move.)

**1124 NEW MEISTER LANE STE 100
PFLUGERVILLE, TX 78660-**

Type of License

01-DEALER IN FIREARMS OTHER THAN DESTRUCTIVE DEVICES

Purchasing Certification Statement

The licensee named above shall use a copy of this license to assist a transferor of firearms to verify the identity and the licensed status of the licensee as provided by 27 CFR Part 478. The signature on each copy must be an original signature. A faxed, scanned or e-mailed copy of the license with a signature intended to be an original signature is acceptable. The signature must be that of the Federal Firearms Licensee (FFL) or a responsible person of the FFL. I certify that this is a true copy of a license issued to the licensee named above to engage in the business specified above under "Type of License."

Mailing Address (Changes? Notify the FFLC of any changes.)

G T DISTRIBUTORS INC
1124 NEW MEISTER LANE STE 100
PFLUGERVILLE, TX 78660-

Licensee/Responsible Person Signature

William J. Orr Jr.
President/CEO

Position/Title

William J. Orr Jr.

Printed Name

12-12-2023

Date

ATF Form 8 (5310.11)
Revised September 2023

Previous Edition is Obsolete

G T DISTRIBUTORS INC/1124 NEW MEISTER LANE STE 100/PFLUGERVILLE, TX 78660-01-7A-29221/January 1, 2027/01-DEALER IN FIREARMS OTHER THAN DESTRUCTIVE DEVICES

Federal Firearms License (FFL) Customer Service Information

Federal Firearms Licensing Center (FFLC)
244 Needy Road
Martinsburg, WV 25405-9431

Toll-free Telephone Number: (866) 662-2750
Toll-free Fax Number: (866) 257-2749
E-mail: FFLC@atf.gov

ATF Homepage: www.atf.gov
FFL eZ Check: flecheck.atf.gov/FFLEzCheck

Change of Address (27 CFR 478.52). Licensees may during the term of their current license remove their business or activity to a new location at which they intend regularly to carry on such business or activity by filing an Application for an Amended Federal Firearms License, ATF Form 5300.38, in duplicate, not less than 30 days prior to such removal with the Chief, Federal Firearms Licensing Center. The application must be executed under the penalties of perjury and penalties imposed by 18 U.S.C. 924. The application shall be accompanied by the licensee's original license. The license will be valid for the remainder of the term of the original license. **(The Chief, FFLC, shall, if the applicant is not qualified, refer the application for amended license to the Director of Industry Operations for denial in accordance with § 478.71.)**

Right of Succession (27 CFR 478.56). (a) Certain persons other than the licensee may secure the right to carry on the same firearms or ammunition business at the same address shown on, and for the remainder of the term of, a current license. Such persons are: (1) The surviving spouse or child, or executor, administrator, or other legal representative of a deceased licensee; and (2) A receiver or trustee in bankruptcy, or an assignee for benefit of creditors. (b) In order to secure the right provided by this section, the person or persons continuing the business shall furnish the license for that business for endorsement of such succession to the Chief, FFLC, within 30 days from the date on which the successor begins to carry on the business.

(Continued on reverse side)

Cut Here ✂

Federal Firearms License (FFL) Information Card

License Name: **G T DISTRIBUTORS INC**

Business Name:

License Number: **5-74-453-01-7A-29221**

License Type: **01-DEALER IN FIREARMS OTHER THAN
DESTRUCTIVE DEVICES**

Expiration: **January 1, 2027**

Please Note: Not Valid for the Sale or Other Disposition of Firearms.

FFL Newsletter - Electronic Version Available

Sign-Up Today!

FFLs interested in receiving the electronic version of the FFL Newsletter, along with occasional additional information, should submit name, FFL number, and e-mail address to: FFPB@atf.gov.

The electronic FFL Newsletter will enable ATF to communicate information to licensees on a periodic basis.

State of Florida

Department of State

I certify from the records of this office that G T DISTRIBUTORS, INC. is a Texas corporation authorized to transact business in the State of Florida, qualified on April 27, 2016.

The document number of this corporation is F16000001950.

I further certify that said corporation has paid all fees due this office through December 31, 2024, that its most recent annual report/uniform business report was filed on January 29, 2024, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Fifth day of March, 2024*




Secretary of State

Tracking Number: 2645972238CU

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

**TO: TOWN OF JUPITER, FLORIDA
C/O: MAJOR DONALD HENNESSY**

DATE: 07/22/2024

**FROM: G T DISTRIBUTORS, INC.
DAVID CURTIS, BIDS MANAGER**

RE: GLOCK AUTHORIZED DEALER LETTER

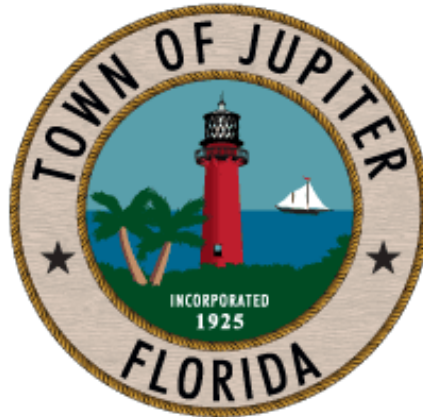
MAJOR HENNESSY,

WE REQUESTED THE GLOCK AUTHORIZED DEALER LETTER AS PROOF THAT WE ARE AUTHORIZED TO SELL GLOCK IN THE STATE OF FLORIDA AND IT WILL BE SENT TO YOU DIRECTLY FROM GLOCK, AS YOU WERE LISTED AS THE POINT OF CONTACT FOR THIS BID. IT WILL BE E-MAILED TO:

donalddh@jupiter.fl.us

PLEASE LET ME KNOW IF YOU HAVE ANY QUESTIONS, AND THANK YOU IN ADVANCE FOR CONSIDERING G T DISTRIBUTORS, INC. FOR YOUR SUPPLY NEEDS.

**DAVID CURTIS, BIDS MANAGER
1124 NEW MEISTER LANE, STE 100
PFLUGERVILLE, TX. 78660
512-451-8298**



Request for Proposals

Procurement of Glock Pistols with Accessories (PD24-001)

JULY 2024

JIM KURETSKI	MAYOR
RON DELANEY	VICE-MAYOR
CAMERON MAY	COUNCILOR
MALISE SUNDSTROM	COUNCILOR
ANDY FORE	COUNCILOR
FRANK J. KITZEROW	TOWN MANAGER
DAVID E. ENGLAND	CHIEF OF POLICE

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TOWN OF JUPITER

Legal Advertisement

Sealed proposals will only be accepted at the Town Clerk's Department, 210 Military Trail, Jupiter, Florida 33458 for:

PROCUREMENT OF GLOCK PISTOLS WITH ACCESSORIES

Until **2:00 pm**, Local Time, **July 25, 2024** at which time and place all proposals received will be publicly opened and read aloud in the Office of the Town Clerk. Sealed proposals shall be submitted to the Town Clerk, on paper and in electronic format, in accordance with the Request for Proposals. Proposals received after the time and date specified will not be considered. The face of the envelope shall be addressed as follows:

Town Clerk, Town of Jupiter
210 Military Trail, Jupiter, FL 33458
RFP Opening: July 25, 2024 at 2:00 pm
Procurement of Glock Pistols with Optical Accessories (PD24-001)

The nature and scope of this project is:

The direct purchase and delivery of Glock firearms and optical accessories as detailed in the attached technical specifications.

A copy of the complete Request for Proposals along with detailed instructions will be available on July 3, 2024. The documents may be obtained through DemandStar at www.demandstar.com or the Town's website at <https://www.jupiter.fl.us/246/Bids-for-Town-Projects>.

Questions concerning the RFP shall be directed to Major Donald Hennessy by email (donalddh@jupiter.fl.us). Emails should be delivered with a Read Receipt requested to confirm successful receipt by the Town. Clarification and changes to the RFP documents will be made by addendum through www.Demandstar.com. Questions received less than three (3) business days from the deadline for proposal submissions are not guaranteed to be answered.

A public selection committee meeting for the Procurement of Glock Pistols with Optical Accessories (PD24-001) will occur on August 5, 2024 at 2:00 pm, in the Town of Jupiter Community Room, located at 210 Military Trail, Jupiter, FL 33458.

The Town of Jupiter reserves the right to waive any irregularities and to reject any, and all proposals. The Town of Jupiter is an equal opportunity employer.

By Order of the Town Council, Town of Jupiter
Laura E. Cahill, Town Clerk

PUBLISHED: Palm Beach Post on July 3, 2024

Part I – General Requirements

1.1 DEFINITIONS

For the purposes of this Request for Proposals (“RFP”), Proposer shall mean consultants, contractor, respondents, organizations, firms, or other persons submitting a response to this Request for Proposals.

1.2 INVITATION TO PROPOSE: PURPOSE

This RFP provides guidelines for the submission of proposals for a one-time purchase of Glock Pistols with accessories by the Town of Jupiter Police Department.

1.3 PROPOSAL SUBMISSION AND WITHDRAWAL

Sealed RFP’s shall be submitted at the time and place indicated in the Request for Proposals and shall be enclosed in a sealed package marked with the RFP title, name and address of the Proposer.

The face of the sealed envelope shall be addressed as:

Town Clerk, Town of Jupiter
210 Military Trail, Jupiter, FL 33458
RFP Opening: July 25, 2024 at 2:00 pm
Procurement of Glock Pistols with Optical Accessories (PD24-001)

Qualified proposer shall submit four (4) bound copies, and one (1) flash drive containing electronic pdfs of the executed RFP of their proposal in a sealed, opaque package marked as noted above. All copies shall be on 8 ½” x 11” plain white paper, typed, with tabs separating each section. Proposals must be signed by a duly authorized official(s) of the proposing firm. Consortiums, joint ventures, or teams may submit proposals, however they will not be considered responsive unless it is established that all contractual responsibility rests solely on one firm or legal entity which shall not be a subsidiary or affiliate with limited resources. Each proposal shall indicate the entity or individual responsible for execution of the contract with the Town. Each proposal shall state that it is effective for a period of not less than 120 days from the date of receipt.

Proposers may withdraw their proposals by notifying the Town in writing at any time prior to the opening. Proposers may withdraw their proposals in person or through an authorized representative. Proposers and authorized representatives must disclose their identity and provide a signed receipt for the proposal.

Proposals, once opened, become the property of the Town and will not be returned to the Proposers. Upon opening, proposals become “public records” and shall be subject to public disclosure in accordance with Chapter 119, Florida Statutes.

1.4 PURCHASE AWARDS

The Town anticipates awarding a one-time purchase to a single proposer determined by the selection committee to be most qualified to meet the Town's needs. The Proposer understands that this RFP does not constitute an agreement or a continued contract with the Proposer. An official agreement to purchase is not binding until proposals are reviewed and a purchase order is issued to the awarded proposer by the Town.

The Town reserves the right to reject all proposals, to waive any informality, and to solicit and re-advertise for other proposals.

1.5 DEVELOPMENT COSTS

Neither the Town nor its representatives shall be liable for any expenses incurred in connection with preparation of a response to this RFP. Proposers should prepare their proposals simply and economically, providing a straightforward and concise description of the Proposer's ability to meet the requirements of the RFP.

1.6 INQUIRIES

The Town will not respond to oral inquiries. Proposers must submit all inquiries related to this RFP in writing by email:

Major Donald Hennessy
Jupiter Police Department
210 Military Trail
Jupiter, FL 33458
Phone: (561) 741-2236
donalddh@jupiter.fl.us

Email inquiries must include *Procurement of Glock Pistols with Optical Accessories (PD24-001)* in the subject heading of the email. Email inquiries not responded to within three business days shall be followed up by telephone to 561-741-2236.

The Town will respond to written inquiries if received at least three (3) working days prior to the date scheduled for the proposals to be submitted.

The Town will record its responses to inquiries and any supplemental instructions in the form of written addenda as needed. If addenda are issued, they will be issued via demandstar.com.

1.7 DELAYS

The Town may delay scheduled due dates if it is in their best interest. The Town will notify Proposers of all changes in scheduled due dates by written addenda via Demandstar.com.

1.8 IRREGULARITIES; REJECTION OF PROPOSALS

Proposals not meeting stated minimum terms and qualifications may be rejected by the Town as non-responsive or irregular. However, the Town reserves the right to waive any irregularities, technicalities

or informalities in any proposal. The Town reserves the right to reject the Proposal of any Proposer in arrears or in default upon any debt or contract to the Town of Jupiter or who have failed to perform faithfully any previous contract with the Town of Jupiter or with other governmental jurisdictions. The Town reserves the right to reject any or all proposals without cause.

1.9 ADDENDA

If revisions become necessary, the Town will provide written addenda prior to the RFP submission deadline, in accordance with 1.7, above, on Demandstar.com. It is the sole responsibility of the proposer to monitor Demandstar.com and obtain all issued written addenda.

1.10 EQUAL OPPORTUNITY

In connection with this proposal, the proposer shall not discriminate against any employment or applicant for employment because of race, color, religion, sex, national origin, age, marital status, handicapped or disadvantage person, or Viet Nam-era veteran. Such action shall include, but is not limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising, layoff or termination; rate of pay or other form of compensation and selection for training, including apprenticeship.

The Proposer shall furnish all necessary information and reports and shall permit access to its books, records and accounts by the Town of Jupiter for purposes of investigation to ascertain compliance with the non-discrimination/minority business provisions of any resultant contract.

The Town recognizes fair and open competition as a basic tenet of public procurement and encourages participation by minority and women's business enterprises. The Town requests minority and women's business enterprises to submit evidence of such classification with their proposals.

1.11 PUBLIC ENTITY CRIME STATEMENT

The Proposer, by submission of their proposal and execution of any resultant contract, acknowledges and attests that, neither the employees of Proposer nor any of its suppliers, sub-consultants or affiliate who shall perform work which is intended to benefit the Town of Jupiter, has been convicted of any public entity crime pursuant to Section 287.133, Florida Statutes, or, if any such person, entity or affiliate was convicted of a public entity crime, a period longer than thirty-six (36) months has passed since any such person, entity or affiliate was placed on a convicted vendor list. The Proposer further understands and acknowledges that by submission of their proposal and execution of any resultant contract, the contract shall be null and void, and/or that this contract is subject to immediate termination by the Town of Jupiter, for any misstatement or lack of compliance with the mandates of said statute. The Town of Jupiter, in the event of such termination, shall not incur any liability to the Proposer for any work or materials furnished.

1.12 TENTATIVE SCHEDULE

REVIEW AND SELECTION PROCESS:

July 3, 2024	Advertisement Date (Palm Beach Post)
July 25, 2024	Proposals Due
July 30 – August 1, 2024	Evaluation of Proposals by Selection Committee Members
August 5, 2024	Selection Committee Public Meeting

1.13 PERIOD OF PERFORMANCE

The term of this proposal is for a one-time purchase.

1.14 TAXES

Unless otherwise indicated, estimated fees and expenses shall not include taxes of any kind. The Town of Jupiter is exempt from all state taxation including state sales and use taxes. The Town's certificate of tax exemption is included as an attachment in Appendix B.

1.15 REUSE OF DOCUMENTS

All documents prepared under authority of this Project, shall become the property of the Town of Jupiter. All documents prepared are subject to reuse by the Town in accordance with the provisions of S.287.055, Florida Statutes.

1.16 AUDIT RIGHTS

The Owner reserved the right to audit the records the successful Proposer for the commodities and/or services provided under the Contract at any time during the performance and term of the Contract and for a period of five (5) years after completion and acceptance by the Owner. If required by the Owner, the successful Proposer agrees to submit to an audit by an independent certified public accountant selected by the Owner. The successful Proposer shall allow the Owner to inspect, examine and review the records of the successful Proposers in relation to this Contract at any and all times during normal business hours during the term of the Contract.

1.17 INSPECTOR GENERAL OF PALM BEACH COUNTY

The Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this Contract and in furtherance thereof may demand and obtain records and testimony from the Contractor and its subcontractors and lower tier subcontractors. The Contractor understands and agrees that in addition to other remedies and consequences provided by law, the failure of the Contractor or its subcontractors or lower tier subcontractors to fully cooperate with the Office of Inspector General of Palm Beach County when requested may be deemed by the municipality to be a material breach of this contract justifying its termination. The Office of Inspector General in Palm Beach County is established by Palm Beach County Code, Section 2-421 – 2-440. Failure to cooperate with the Inspector General or interfering with or impeding any investigation shall be in violation of Palm Beach County Code, Section 2-421 – 2-440, and be punished pursuant to Section 125.69, Florida Statutes, in the same manner as a second-degree misdemeanor.

Part II – Statement of Work/Technical Specifications

2.1 INTRODUCTION

The Town of Jupiter is seeking qualified proposals to provide law enforcement Glock 45, 9mm pistols, Safariland holsters, and peripheral equipment, as needed for the Town of Jupiter's Police Department in accordance with the provisions and requirements stated herein.

2.2 SPECIFICATIONS AND SCOPE OF WORK

The requirements of this RFP include procurement of the following:

Glock Pistols

125 – Glock 45 MOS Direct Mount (9mm) pistols equipped with the Direct Cut Optic package. Each firearm must be equipped to the following specifications:

- a. Holosun 509T X2 Direct Mount Optic
- b. Front mounted suppressor-height night site
- c. Rear mounted suppressor-height sites
- d. (3) 17 round magazines

Safariland Holsters

125 – Safariland 6360RDS holster for Glock 45 MOS (Holosun) w/Streamlight TLR7X

- a. All holsters must be in the black STX Basket Weave finish
- b. Holsters must be provided in the following quantities:
 1. Right handed – 122
 2. Left handed – 3

25 – Safariland 6390RDS holster for Glock 45 MOS (Holosun) w/Streamlight TLR7X

- a. All holsters must be in the STX Plain finish
- b. Holsters must be provided in the following quantities:
 1. Right handed – 24
 2. Left handed – 1

25 – Safariland Solis holster for Glock 45 MOS (Holosun) w/Streamlight TLR7X

- a. All holsters must be in the STX Plain finish
- b. Holsters must be provided in the following quantities:
 1. Right handed – 24
 2. Left handed – 1

Streamlight Weapon Mounted Lights

125 – Streamlight TLR7X USB Rechargeable Weapon Mounted Light

2.3 TRADE-IN OF EXISTING AGENCY FIREARMS

As part of the Jupiter Police Departments transition to a new firearm platform, the Town is requesting a trade-in allowance for some of the Police Departments existing firearms. The Glock Inventory list trade-in allowance can be found in Exhibit A – Town of Jupiter Police Department Glock Inventory Trade-In Allowance. Bidders must provide a trade-in offer for all or none of the Town owned firearms listed. The

amount provided by the proposer will be the amount the bidder is offering to the Town for the trade-in. The total trade-in value will be deducted from the purchase amount to determine a final value for the proposal.

This project involves a total transition to a new firearms platform, which requires extensive training prior to deployment. This training is scheduled to occur throughout the calendar year 2025. Proposers must agree to receive the firearms quarterly on a schedule coordinated at the time of purchase with all trade-in firearms to be delivered to proposer by January 1, 2026.

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Part III– Evaluation of Proposals

3.1 Decision Making Criteria/Evaluation– The Town of Jupiter (Town) shall be the sole judge of their own best interests, the proposal, and the resulting negotiated agreement. The Town’s decisions will be final.

The Town’s evaluation criteria will include, but shall not be limited to, consideration of the following:

ITEM	CRITERION	POINTS
A	Total Cost of Procurement: The total cost of all goods listed in the RFP inclusive of any all delivery and other fees, along with discounts provided for value of trade-in of existing firearms	40
B	Timeline for Delivery: The ability to obtain and delivery provide all equipment specified in the RFP prior to January 1, 2025	30
C	Flexibility of Return of Trade-In: The ability to extend the deadline for the trade-in of all firearms to January 1, 2026.	30
D	Completeness of Proposal: Information provided as described in this Section	10
	Total Maximum Points	100

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3.2 Selection Committee – The Town will appoint a selection committee consisting of three to five members of its staff to evaluate responses. Each committee member will independently review submitted proposals, assign a score for each of the criterion above based on the proposal response, and calculate a total score for each proposal. In order to eliminate the variation in scores between committee members, each member will use the total score calculated for each proposal to rank the proposals from high to low. The proposal with the highest point score will be assigned a ranking of one (1), and remaining proposals ranked sequentially in accordance with total point score. For example, if the Town receives five (5) proposal responses, the proposals with the highest and lowest total point scores will be assigned a ranking of one (1) and five (5), respectively.

The selection committee will hold a public meeting where each committee member will present their scores and respective rankings for the purpose of identifying the most qualified proposer that met the requirements of this RFP. The rankings provided by each committee member will be summed up, and selection of the most qualified firm(s) will be based on the proposal(s) with the lowest combined ranking. The Selection Committee will select the most qualified proposer to complete the procurement.

3.3 Cost of Proposal Preparation – The Town will not be responsible for any cost incurred by any Proposer in the preparation of his/her proposal.

3.4 Minimum Qualifications – Proposers must meet and document the following minimum qualifications to be deemed responsive to this RPP:

- 1) Must possess a valid Federal Firearms License in accordance with Chapter 44, Title 18, United States Code, and the regulations issued thereunder. A copy of this license must be included with any responses.
- 2) Must be able to provide proof of authorization by Glock Inc., to furnish firearms to law enforcement agencies in the State of Florida.
- 3) Must be willing to provide trade-in values for agency issued firearms and agree to accept the terms of trade-in return.

3.5 Award of Contract – The Award of the Contract, if it is awarded, will be to the most responsive, responsible Proposer(s) whose qualifications indicate the award will be in the best interest of the Town and whose proposal shall comply with the requirements of the Proposal Specifications. No award will be made until all necessary investigations have been made into the responsibility of the Proposer and the Town is satisfied that the Proposer is qualified to do the work.

3.6 Variances to Specifications – Proposers must indicate any variances to the Specifications including those items included in this RFP. If variations are not stated in Proposer's reply, it shall be implied that the proposal fully conforms to the specifications.

- 3.7 Timeliness of Submittal** – All proposals must be received by the date and time specified on the legal advertisement and in the RFP. The proposal time must be and shall be scrupulously observed. Under no circumstances shall proposals delivered after the time specified be considered. Such proposals will be returned to the Proposer unopened. It is the sole responsibility of the Proposer to ensure that his/her proposal reaches the Office of the Town Clerk on or before the closing date and time referenced herein above. The Town shall in no way be responsible for delays caused by any occurrence. NOTE: Responses by telephone, telegram or facsimile shall not be accepted. Responses will only be accepted as stated hereinabove.
- 3.8 Right to Reject** – The Town reserves the rights to waive irregularities, reject and/or accept any and all proposals, in whole or in part, or take such other action as serves the best interest of the Town.
- 3.9 Proposal Opening Extension** – The Town reserves the right to issue an addendum extending the proposal opening date in the event it determines, in its sole discretion that an inadequate number of responses have been received, including, but not limited to where it has received no responses, or only one response. The Town will return the received response unopened to the proposer.
- 3.10 Subcontracting or Assigning of the Contract** – The Selected Proposer(s) shall not subcontract, sell, transfer, assign or otherwise dispose of the Contract or any portion thereof, or of the work provided for therein, or of his right, title or interest therein, to any person, firm or corporation without the written consent of the Town. Each Proposer shall list all subconsultants and the work provided by them with the proposal submitted.
- 3.11 Discrimination** – An entity or affiliate who has been placed on the discriminatory Consultant list may not submit a proposal on a contract to provide goods or services to a public entity, may not submit a proposal on a contract with a public entity for the construction or repair of a public building or public work, may not submit proposals on leases of real property to a public entity, may not award or perform work as a contractor, supplier, subcontractor, or consultant under contract with any public entity, and may not transact business with any public entity.
- 3.12 Town's Public Relations Image** – Selected Proposer's personnel shall at all times handle themselves in a professional manner and handle complaints and all contact with the public with due regard to the Town's relationship with the public. Any personnel in the employ of the Selected Proposer(s) involved in the execution of work that is deemed to be conducting themselves in an unacceptable manner shall be removed from the project at the request of the Town or its representative.
- 3.13 Patent Fees, Royalties, and Licenses** – If the Selected Proposer(s) requires or desires to use any design, trademark, device, material or process covered by letters of patent or copyright, the Selected Proposer(s) and his surety shall indemnify and hold harmless the Town from any and all claims for infringement by reason of the use of any such patented design, device, trademark, copyright, material or process in connection with the work agreed to be performed and shall indemnify the Town from any cost, expense, royalty or damage which the Town may be obligated to pay by reason of any infringement at any time during the prosecution of or after completion of the work.
- 3.14 W9 Taxpayer Identification Form** – The Selected Proposer(s) must file a W9 Taxpayer Identification Form with the Town. This form must be submitted and received by the Town's Finance Department before payment to a successful Proposer will be authorized for any work orders received.
- 3.15 Familiarity with Laws** – The Selected Proposer(s) is assumed to be familiar with all Federal, State and local laws, ordinances, rules and regulations that may affect the work. Ignorance on the part of a Selected Proposer shall in no way relieve it from any responsibility to comply with the law.

Part IV – Proposal Form

Proposer Company Name:_____

**PROPOSAL
TO
TOWN OF JUPITER POLICE
DEPARTMENT FOR THE
PROCUREMENT OF GLOCK
PISTOLS WITH ACCESSORIES
(PD24-001) (W2413)**

Town of Jupiter
210 Military Trail
Jupiter, Florida 33458

Gentlemen:

The undersigned as Proposer does declare that no person or persons other than the Proposer herein named had any interest in this Proposal or in the contract to be taken, and that it is made without any connection with any other person making a Proposal for the same item(s), and is in all respects fair and without collusion or fraud.

The undersigned further declares that he has carefully examined this Request for Proposals and is thoroughly familiar with its provisions and with the quality, type and Scope of Services called for in the Statement of Work and the general scope of services as follows:

The direct purchase and delivery of Glock firearms and accessories as detailed in the attached technical specifications.

The undersigned further declares that he proposes to provide the products required within the specified time in this Proposal for the prices indicated within their proposal.

The undersigned, acknowledges that payments made by the Town of Jupiter will be made via electronic funds transfer (EFT) and Contractor will provide the Town of Jupiter with the information required to become a vendor for the Town and receive EFT payments.

The undersigned agrees that all bid documents issued for this Contract, including addenda, have been reviewed as necessary to provide a comprehensive bid. The undersigned acknowledges receipt of (insert number) Addenda for this Bid.

The undersigned is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this RFP and in furtherance thereof may demand and obtain records and testimony from the contractor and its subcontractors and lower tier subcontractors. The contractor understands and agrees that in addition to other remedies and consequences provided by law, the failure of the contractor or its subcontractors or lower tier subcontractors to fully cooperate with the Inspector General when requested may be deemed by the municipality to be a material breach of this contract justifying its termination. The Office of Inspector General in Palm Beach County is established by Palm Beach County Code, Section 2-421 to 2-440. Failure to cooperate with the Inspector General or interfering with or impeding any investigation shall be in violation of Palm Beach County Code, Section 2-421 to 2-440, and be punished pursuant to Section 125.69, Florida Statutes, in the same manner as a second-degree misdemeanor.

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The undersigned states that this proposal is the only proposal for this project in which he is interested and certifies that all of the information provided in this proposal is true and correct.

SUBMITTAL DATE _____

FIRM NAME_____

FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN) _____
(if the entity has no FEIN, include the Social Security Number of the individual signing this Proposal _____.)

SIGNATURE OF RESPONSIBLE OFFICIAL _____

PRINT NAME AND TITLE OF RESPONSIBLE OFFICIAL _____

EMAIL ADDRESS OF RESPONSIBLE OFFICIAL _____

BUSINESS ADDRESS _____

BUSINESS TELEPHONE _____

STATE OF INCORPORATION _____

FULL NAMES AND ADDRESSES OF PERSONS OR PARTIES INTERESTED IN THE FOREGOING BID, AS PRINCIPALS:

FULL NAME, TITLE, EMAIL ADDRESS, AND PHONE NUMBER OF PERSON MANAGING THE WORK UNDER THIS CONTRACT:

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Bid Schedule of Values/Quotation Form
Procurement of Glock Firearms and
Accessories

BIDDING COMPANY NAME:

ITEM NO. VALUE	ITEM DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED
1	Glock 45 MOS Direct Mount (9mm) Pistols w/Holosun 509T X2 Optic	125	\$_____	\$_____
2	Safariland 6360RDS holster for Glock 45 MOS (Holosun) w/Streamlight TLR7X	125	\$_____	\$_____
3	Safariland 6390RDS holster for Glock 45 MOS (Holosun) w/Streamlight TLR7X	25	\$_____	\$_____
4	Safariland Solis holster for Glock 45 MOS (Holosun) w/Streamlight TLR7X	25	\$_____	\$_____
5	Streamlight TLR7X Weapon Mounted Light	125	\$_____	\$_____
6	Delivery/Shipping Charges	1	\$_____	\$_____

Total Price Quotation: (Item Nos. 1-6) = \$_____

Trade-In Value Proposals

ITEM NO. VALUE	ITEM DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED
1	Glock 22 Generation 4	93	\$_____	\$_____
2	Glock 22 Generation 5	7	\$_____	\$_____
3	Glock 22 Generation 5 MOS	25	\$_____	\$_____
4	Glock 23 Generation 4	8	\$_____	\$_____
5	Glock 23 Generation 5	1	\$_____	\$_____
6	Glock 35 Generation 4	1	\$_____	\$_____

Total Amount Proposed for Trade-In: (Item Nos. 1-5) = _____

Final Proposal (Purchase – Trade-in Value) = \$_____

Final Price Quotation: in Words: _____

The undersigned agrees to provide the best available estimate of time for delivery of the equipment upon receipt of valid purchase order from the Town of Jupiter (failure to provide delivery time may result in the proposal being deemed non-responsive):

Time for delivery of all equipment contained in RFP with all Accessories: _____ **Days**

TOWN OF JUPITER

RFP No. PD24-001 RFP FOR PROCUREMENT OF GLOCK PISTOLS WITH ACCESSORIES TOWN OF JUPITER TAX EXEMPT DOCUMENTATION

0000009 04/01/22



Consumer's Certificate of Exemption

Issued Pursuant to Chapter 212, Florida Statutes

DR-14
R. 01/18

85-8012646436C-5	05/31/2022	05/31/2027	MUNICIPAL GOVERNMENT
Certificate Number	Effective Date	Expiration Date	Exemption Category

This certifies that

TOWN OF JUPITER
210 MILITARY TRL
JUPITER FL 33458-5786

is exempt from the payment of Florida sales and use tax on real property rented, transient rental property rented, tangible personal property purchased or rented, or services purchased.



Important Information for Exempt Organizations

DR-14
R. 01/18

1. You must provide all vendors and suppliers with an exemption certificate before making tax-exempt purchases. See Rule 12A-1.038, Florida Administrative Code (F.A.C.).
2. Your *Consumer's Certificate of Exemption* is to be used solely by your organization for your organization's customary nonprofit activities.
3. Purchases made by an individual on behalf of the organization are taxable, even if the individual will be reimbursed by the organization.
4. This exemption applies only to purchases your organization makes. The sale or lease to others of tangible personal property, sleeping accommodations, or other real property is taxable. Your organization must register, and collect and remit sales and use tax on such taxable transactions. Note: Churches are exempt from this requirement except when they are the lessor of real property (Rule 12A-1.070, F.A.C.).
5. It is a criminal offense to fraudulently present this certificate to evade the payment of sales tax. Under no circumstances should this certificate be used for the personal benefit of any individual. Violators will be liable for payment of the sales tax plus a penalty of 200% of the tax, and may be subject to conviction of a third-degree felony. Any violation will require the revocation of this certificate.
6. If you have questions about your exemption certificate, please call Taxpayer Services at 850-488-6800. The mailing address is PO Box 6480, Tallahassee, FL 32314-6480.

TOWN OF JUPITER

RFP NO. PD24-001

RFP FOR PROCUREMENT OF GLOCK PISTOLS WITH ACCESSORIES

PROPOSER REFERENCES	
Please submit a minimum of five references in detail; give client references who have been clients (of the Proposer) for at least one year (preferably municipal governments or other governmental agencies of similar size in Florida where your company has provided same and similar services). The Town may contact some of the Proposer's current and former clients, both supplied by the Proposer and independently derived, to request that they validate the qualifications of the Proposer and the accuracy of the claims made by the Proposer in its Proposal, and that they assess the Proposal's ability to perform the types, level and quality of services that the Town desires. All references contacted will be asked to rate those aspects of the Proposal's performance on a scale from 0 – 5: zero (0) being poor and (5) being excellent. Excellent: Frequently exceeds client reference's specifications/requirements Good: Meets client reference's specification/requirements. Poor: Frequently does not meet client reference's specifications / requirements	
1. CUSTOMER NAME:	
CUSTOMER LOCATION:	
POPULATION, if Government:	
CUSTOMER CONTACT PERSON:	
CUSTOMER PHONE NUMBER:	
CUSTOMER CONTACT FAX:	
CUSTOMER CONTACT E-MAIL:	
PROJECT DESCRIPTION:	
2. CUSTOMER NAME:	
CUSTOMER LOCATION:	
POPULATION, if Government:	
CUSTOMER CONTACT PERSON:	
CUSTOMER PHONE NUMBER:	
CUSTOMER CONTACT FAX:	
CUSTOMER CONTACT E-MAIL:	

Appendix C

PROJECT DESCRIPTION:	
3. CUSTOMER NAME:	
CUSTOMER LOCATION:	
POPULATION, if Government:	
CUSTOMER CONTACT PERSON:	
CUSTOMER PHONE NUMBER:	
CUSTOMER CONTACT FAX:	
CUSTOMER CONTACT E-MAIL:	
PROJECT DESCRIPTION:	
4. CUSTOMER NAME:	
CUSTOMER LOCATION:	
POPULATION, if Government:	
CUSTOMER CONTACT PERSON:	
CUSTOMER PHONE NUMBER:	
CUSTOMER CONTACT FAX:	
CUSTOMER CONTACT E-MAIL:	
PROJECT DESCRIPTION:	
5. CUSTOMER NAME:	
CUSTOMER LOCATION:	
POPULATION, if Government:	
CUSTOMER CONTACT PERSON:	
CUSTOMER PHONE NUMBER:	
CUSTOMER CONTACT FAX:	
CUSTOMER CONTACT E-MAIL:	
PROJECT DESCRIPTION:	

TOWN OF JUPITER

RFP No. PD24-001

RFP for Procurement of Glock Pistols with Accessories

NON-COLLUSIVE AFFIDAVIT FORM

STATE OF _____

COUNTY OF _____

_____, being first duly sworn deposes and says that:

1. He is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting the Proposal.
2. The Proposal is genuine and is not a collusive or sham Proposal.
3. Neither the Proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, have in any way, colluded, conspired, connived, or agreed, directly or indirectly, with any other Proposer, firm or person to submit a collusive or sham Proposal in connection with the Contract for which the attached Proposal has been submitted; or to refrain from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any Proposer, firm, or person to fix the price in the attached Proposal or of any other Proposer, or to fix any overhead, profit, or cost elements of the Proposal price or the Proposal price of any other Proposer; or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage in the proposed Contract.
4. The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Proposer or any other of its agents, representatives, owners, employees or parties in interest, including this affiant.

Date: ____/____/____

By _____

I HEREBY CERTIFY that on this day, before me personally appeared, by means of ☐ physical presence or ☐ online notarization, an officer duly authorized in the State and County aforesaid to take acknowledgements, personally appeared _____, an authorized representative of _____, well known to me and known to me to be the person(s) described in and who executed the foregoing instrument and have acknowledged before me that they executed the same. WITNESS my hand and official seal in the County and State last aforesaid this ____ day of _____, 2024.

NOTARY PUBLIC

Notary Seal

TOWN OF JUPITER

RFP NO. PD24-001

RFP FOR PROCUREMENT OF GLOCK PISTOLS WITH ACCESSORIES

PROPOSER'S CERTIFICATION FORM

The below signed Proposer certifies that he/she has read, carefully examined, and thoroughly understands the terms, conditions, and specifications contained in the RFP and any other documents accompanying or made a part of this RFP. I hereby propose to furnish the services specified in the RFP. Furthermore, I agree to abide by all conditions of this RFP. I certify that all information contained in this submittal is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this Proposal on behalf of the firm or entity who is the Proposer, as its act and deed and that the Proposer is ready, willing and able to perform if awarded the contract.

I further certify that this Proposal is made without prior understanding, agreement, connection, discussion, or collusion with any person, firm or corporation submitting a Proposal for the same service; no officer, employee or agent of the Town of Jupiter or of any other Proposer interested in the Proposal; and that the undersigned executed this Proposal's Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so.

NAME OF BUSINESS

BY:

SIGNATURE

PRINTED NAME AND TITLE

MAILING ADDRESS

CITY, STATE, ZIP CODE

TELEPHONE NUMBER

E-MAIL ADDRESS

Subscribed and sworn to before me, by means of ☐ physical presence or ☐ online notarization this _____ day of _____, 2024 by _____ of _____, who [] is personally known to me or [] has produced _____ as identification and who did (did not) take an oath.

Notary Seal

Town of Jupiter Police Department
RFP for Procurement of Glock Pistols with Accessories (PD24-001)

NOTARY

PUBLIC

TOWN OF JUPITER

RFP NO. PD24-001

RFP FOR PROCUREMENT OF GLOCK PISTOLS WITH ACCESSORIES

PROPOSER'S QUALIFICATION STATEMENT FORM

The undersigned Proposer certifies under oath the truth and correctness of all statements and of all answers to questions made hereinafter:

SUBMITTED TO: Town of Jupiter

ADDRESS: 210 Military Trail
Jupiter, FL

SUBMITTED BY _____

CIRCLE ONE: CORPORATION / PARTNERSHIP / INDIVIDUAL / OTHER

NAME _____

ADDRESS: _____

TELEPHONE NO. _____

FAX NO. _____

1. State the true, exact, correct and complete name of the partnership, corporation, trade or fictitious name under which you do business and the address of the place of business.

The correct name of the Proposer is:

The address of the principal place of business is:

2. If Proposer is a corporation, answer the following:
 - a. Date of Incorporation:
 - b. State of Incorporation:
 - c. President's name:
 - d. Vice President's name:
 - e. Secretary's name:
 - f. Treasurer's name:
 - g. Name and address of Resident Agent:

Appendix F

3. If Proposer is an individual or a partnership, answer the following:
 - a. Date of organization:
 - b. State whether general or limited partnership:
 - c. Name, address and ownership units of all partners:
4. If Proposer is other than an individual, corporation or partnership, describe the organization and give the name and address of principals:
5. If Proposer is operating under a fictitious name, submit evidence of compliance with the Florida Fictitious Name Statute.
6. How many years has your organization been in business under its present business name?
 - a. Under what other former names has your organization operated?
7. Indicate registration, license numbers or certificate numbers for the businesses or professions, which are the subject of this Proposal. Please attach certificate of competency and/or state registration.
8. Have you ever failed to complete any work awarded to you? If so, state when, where and why?
9. List the pertinent experience of the key individuals of your organization (continue on insert sheet, if necessary).
10. State the name of the individual who will have personal supervision of the work:
11. Disclose any suits or administrative actions ever taken against your firm by the Department of Insurance within the last two (2) years.

THE PROPOSER ACKNOWLEDGES AND UNDERSTANDS THAT THE INFORMATION CONTAINED IN RESPONSE TO THIS QUALIFICATIONS STATEMENT SHALL BE RELIED UPON BY THE TOWN IN AWARDING THE CONTRACT AND SUCH INFORMATION IS WARRANTED BY PROPOSER TO BE TRUE. THE DISCOVERY OF ANY OMISSION OR MISSTATEMENT THAT MATERIALLY AFFECTS THE PROPOSAL'S QUALIFICATIONS TO PERFORM UNDER THE CONTRACT SHALL CAUSE THE TOWN TO REJECT THE PROPOSAL, AND IF AFTER THE AWARD TO CANCEL AND TERMINATE THE AWARD AND/OR CONTRACT.

Signature

Printed Name

State of _____
County of _____

The foregoing instrument was acknowledged before me, by means of ☐ physical presence or ☐ online notarization this _____ day of _____, 2024 by _____ of _____, who [☐] is personally known to me or [☐] has produced _____ as identification and who did (did not) take an oath.

NOTARY PUBLIC

Notary Seal

TOWN OF JUPITER

RFP NO. PD24-001

RFP FOR PROCUREMENT OF GLOCK PISTOLS WITH ACCESSORIES

PUBLIC ENTITY CRIMES FORM

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

This sworn statement is submitted to Town of Jupiter
(Print name of the public entity)

By
(Print individual's name and title)

for
(Print name of entity submitting sworn statement)

Whose business address is

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

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any Proposal or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, no jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 - 4-1. A predecessor or successor of a person convicted of a public entity crime: or
 - 4-2. Any entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement,

Appendix G

shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in the State of Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which Proposal applies to Proposals on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an entity.
6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. (indicate which statement applies)

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

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

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

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

Subscribed and sworn to before me, by means of ☐ physical presence or ☐ online notarization this _____ day of _____, 2024 by _____ of _____, who [] is personally known to me or [] has produced _____ as identification and who did (did not) take an oath.

Notary Seal

NOTARY PUBLIC

TOWN OF JUPITER

RFP NO. PD24-001

RFP FOR PROCUREMENT OF GLOCK PISTOLS WITH ACCESSORIES

PROPOSER'S ACKNOWLEDGMENT FORM

I hereby certify, that this Proposer's Acknowledgment is made without prior understanding, agreement or connection with any corporation, firm, or other person submitting a Proposal for the same commodities and/or services, and is in all respects, fair and without collusion or fraud. I agree to abide by all of the conditions of this Request for Quotations, and certify that I am authorized to sign the Proposal for the Proposer. By my signature on this Form, the Proposer acknowledges and accepts without limitation, the terms and conditions as set forth within the Request for Proposal, as well as any applicable supplemental RFP documents, such as any Special Conditions, Instructions, Specifications, and all required Forms.

CORRECT LEGAL NAME OF PROPOSER:

NAME OF REGISTERED AGENT & ADDRESS OF CORPORATE PROPOSERS

PHYSICAL ADDRESS OF PROPOSER (NO P.O. BOXES ALLOWED)

TELEPHONE NUMBER OF PROPOSER

EMERGENCY CONTACT NUMBER FOR PROPOSER:

FAX NUMBER OF PROPOSER

FEDERAL ID NO. OR SOCIAL SECURITY NO. OF PROPOSER

IF PROPOSER IS CORPORATION OR OTHER LEGAL ENTITY, STATE OF INCORPORATION OR REGISTRATION

****FOREIGN CORPORATIONS MUST SUBMIT FOREIGN CORPORATION RESOLUTION.**

SIGNATURE OF PROPOSER OR AUTHORIZED AGENT:_____

****PROPOSALS SUBMITTED BY AGENTS MUST HAVE RESOLUTION OF AGENT AUTHORITY.**

PRINTED NAME OF PROPOSER OR AUTHORIZED AGENT:

DATE: . TITLE/POSITION OF SIGNATORY:

TOWN OF JUPITER

RFP NO. PD24-001

RFP FOR PROCUREMENT OF GLOCK PISTOLS WITH ACCESSORIES

DRUG-FREE WORK PLACE CERTIFICATION

The undersigned Contractor, in accordance with Florida Statute 287.087 hereby certifies that

_____ does:

Name of Business

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

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

Proposer's Signature

Proposer's Printed Name and Title

Date

TOWN OF JUPITER

RFP NO. PD24-001

RFP FOR PROCUREMENT OF GLOCK PISTOLS WITH ACCESSORIES

CONTRACTOR E-VERIFY AFFIDAVIT

I hereby certify that _____ [insert contractor company name] does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

A true and correct copy of _____ [insert contractor company name] proof of registration in the E-Verify system is attached to this Affidavit.

Signature

Print Name/Title

Date

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of / physical presence or / online notarization, this _____ (date) by _____ (name of officer or agent, title of officer or agent) of _____ (name of contractor company acknowledging), a _____ (state or place of incorporation) corporation, on behalf of the corporation. He/she is personally known to me or has produced _____ (type of identification) as identification.

Notary Seal

Notary Public

TOWN OF JUPITER

RFP NO. PD24-001

RFP FOR PROCUREMENT OF GLOCK PISTOLS WITH ACCESSORIES

SUBCONTRACTOR E-VERIFY AFFIDAVIT

I hereby certify that _____ [insert subcontractor company name] does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with, section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

A true and correct copy of _____ [insert subcontractor company name] proof of registration in the E-Verify system is attached to this Affidavit.

Signature

Print Name/Title

Date

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of / physical presence or / online notarization, this _____ (date) by _____ (name of officer or agent, title of officer or agent) of _____ (name of contractor company acknowledging), a _____ (state or place of incorporation) corporation, on behalf of the corporation. He/she is personally known to me or has produced _____ (type of identification) as identification.

Notary Seal

Notary Public



Quote

Page: 1

Quote expires
July 3, 2024 12:00 am

Lawmen's & Shooters' Supply
701 Columbia Blvd
Titusville, FL 32780
321-360-3030
www.lawmens.net

Invoice #: 101-Q7356
Invoice Date: 6/3/24
Station: OFFICE7

Sold to: JUPITER POLICE DEPARTMENT
210 MILITARY TRL
JUPITER, FL 33458
(561) 746-6201 X2240

Ship to:

Customer #: 11376
Sales Rep: MARI

FFL Exp Dt: 07/03/2024
Due Date :

Ship-via code:
Terms: Net due in 30 days

Quantity	Item #	MPN	Description	Ship-from location	Price Selling unit	Ext prc
1	23851		FLORIDA STATE CONTRACT: 46000000-21-STC		0.00 EACH	0.00
125	12022	USA9MM	WIN 9MM LUGER 124GR. FMJ		131.66 CASE10	16,457.50
1	20573		SHIPPING & HANDLING CHARGES		0.00 EACH	0.00

User: MARI

Total line items: 3

Sale subtotal: 16,457.50

Tax: 0.00

Total: 16,457.50

Thank you for shopping at
Lawmen's & Shooters' Supply!

101-Q7356

Florida Bullet, Inc.

P.O. Box 1122

Oldsmar, FL 34677-1122

V:(727) 461-6081 F:(727) 441-4477

QUOTATION

Date	FL Bullet Rep	Number
6/3/2024	AA	8682

Name / Address

Jupiter Police Department
Accounts Payable
210 Military Trail
Jupiter, FL 33458



Item	Description	Qty	Rate	Total
53651	Speer Lawman Bonded Training, 9mm, 124 Gr, TMJ, Per 1,000 Rds	63	279.90	17,633.70
Shipping & Delive...	Shipping and Handling - Ground: Free when ordering 3 cases or more from the manufacturer - Does Not Include Lift Gate or Inside Delivery.*	1	0.00	0.00
	• THIS QUOTATION EXPIRES 07/01/2024 *Any changes to an order after it has shipped (destination address, lift gate, etc.) will incur additional charges that will be charged to your account. Changes made before an order ships will not. >>>>>WE ARE NOT RESPONSIBLE FOR INCORRECT "SHIP TO" ADDRESSES ON PURCHASE ORDERS – THESE WILL BE CHANGED AT THE RECIPIENTS EXPENSE IF THEY ARE LISTED INCORRECTLY<<<<<<			
	0868@jupiter.fl.us			
Please contact Andy Anderson with any questions or concerns (727) 461-6081.			Total	\$17,633.70



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Need Assistance?

Product Name	Unit Price	Qty	Subtotal
 9mm - 124 Grain TMJ RN - Speer LAWMAN - 1000 Rounds	\$270.00	62	\$16,740.00
		remove	

62 In Stock

Based on your selection, you'll also like:

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Paper Silhouette - 100 Targets

\$57.00

[Add to Cart](#)



Mil Spec Ammo Can - 50 Cal M2A1
- Green - Brand New

\$17.00

[Add to Cart](#)



Glock 17 17 Round 9mm
Generation 4 Factory Magazine

\$27.00

[Add to Cart](#)

Estimate Shipping and Tax

Where would you like your order shipped?

33458

[Get a Quote](#)

Select Shipping Method



FedEx
Ground

\$1,454.28



UPS
Ground

\$1,630.98

Optional Upgrades:



Package Insurance

\$502.20



Case Overbox

\$0.00



Adult Signature Required

\$15.30

Subtotal \$16,740.00

Estimated Tax \$1,171.80

Grand Total \$17,911.80

[Proceed to Checkout](#)

Have a gift card code? [Add Gift Card Code](#)

Attachment E: Florida State Contract- 46000000-21-STC



**State Term Contract
No. 46000000-21-STC
For
Defense Products**

This Contract is between the State of Florida, Department of Management Services (Department), an agency of the State of Florida, and **Lawmen's & Shooters' Supply, Inc.** (Contractor), collectively referred to herein as the "Parties."

Accordingly, the Parties agree as follows:

I. Initial Contract Term.

The Initial Contract Term shall be for three years. The Initial Contract Term shall begin on October 1, 2021. The Contract shall expire on September 30, 2024, unless terminated earlier in accordance with the Special Contract Conditions.

II. Renewal Term.

Upon mutual written agreement, the Parties may renew this Contract, in whole or in part, pursuant to the incorporated Special Contract Conditions.

III. Contract.

As used in this document, "Contract" (whether or not capitalized) shall, unless the context requires otherwise, include this document and all incorporated Attachments, which set forth the entire understanding of the Parties and supersedes all prior agreements. All modifications to this Contract must be in writing and signed by all Parties.

All Attachments listed below are incorporated in their entirety into, and form part of, this Contract. The Contract document and Attachments shall have priority in the following order:

- a) This Contract document
- b) Exhibit A, Scope of Work
- c) Exhibit F, Additional Special Contract Conditions
- d) Exhibit B, Special Contract Conditions
- e) Exhibit C, Discount Sheet
- f) Exhibit D, MSRP List
- g) Exhibit E, Preferred Pricing Affidavit

State Term Contract
No. **46000000-21-STC**
For
Defense Products

IV. Contract Management.

Department's Contract Manager:

Joe Thomas
Division of State Purchasing
Florida Department of Management Services
4050 Esplanade Way, Suite 360
Tallahassee, Florida 32399-0950
Telephone: (850) 488.8366
Email: Joseph.Thomas@dms.fl.gov

Contractor's Contract Manager:

Chris Goins
Lawmen's & Shooters' Supply Inc
701 Columbia Blvd, Titusville, Florida 32780
Telephone: 321.607.9900 ext. 1956
Email: contracts@lawmens.net

This Contract is executed by the undersigned officials as duly authorized. This Contract is not valid and binding on all Parties until signed and dated by both Parties.

Lawmen's & Shooters' Supply, Inc

**STATE OF FLORIDA,
DEPARTMENT OF
MANAGEMENT SERVICES**

DocuSigned by:

B433D2FF29F4447...
C. Reed Knight, III

J. Todd Inman, Secretary

vp

9/23/2021 | 12:41 PM EDT
Date:

Date:

State Term Contract
No. 46000000-21-STC
For
Defense Products

IV. Contract Management.

Department's Contract Manager:

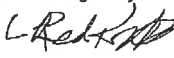
Joe Thomas
Division of State Purchasing
Florida Department of Management Services
4050 Esplanade Way, Suite 360
Tallahassee, Florida 32399-0950
Telephone: (850) 488.8366
Email: Joseph.Thomas@dms.fl.gov

Contractor's Contract Manager:

Chris Goins
Lawmen's & Shooters' Supply Inc
701 Columbia Blvd, Titusville, Florida 32780
Telephone: 321.607.9900 ext. 1956
Email: contracts@lawmens.net

This Contract is executed by the undersigned officials as duly authorized. This Contract is not valid and binding on all Parties until signed and dated by both Parties.

Lawmen's & Shooters' Supply, Inc

DocuSigned by:

B433D2FF-29F-4447-...
C. Reed Knight, III

vp

9/23/2021 | 12:41 PM EDT

Date:

**STATE OF FLORIDA,
DEPARTMENT OF
MANAGEMENT SERVICES**


J. Todd Inman, Secretary

9/29/2021
Date:

Exhibit A
Defense Products
Contract No. 46000000-21-STC
Scope of Work

1. Definitions

Authorized Dealer - A Manufacturer's certified representative authorized by the Manufacturer to market, sell, and provide specific Commodities and services of the Manufacturer and service specific Commodities of the Manufacturer. Dealers may be contractor owned and controlled, in whole or in part or independently owned and controlled.

Commodity – As defined in section 287.012, F.S. Commodities may be referred to as "Products."

Commodity Code – The State's numeric code for classifying commodities and contractual services which meet specific requirements, specifications, terms, and conditions herein. Florida has adopted the United Nations Standard Products and Services Code (UNSPSC) for classifying commodities and services.

Confidential Information – Information that is trade secret or otherwise confidential or exempt from disclosure under Florida or federal law.

Contract – The written agreement between the Department and the awarded Bidder(s) resulting from ITB No. 21-46000000-ITB.

Contractor – A Bidder that is awarded, and enters into, a Contract with the Department as a result of ITB No. 21-46000000-ITB.

Customer – A State Agency or Eligible User.

Department – The Department of Management Services, a State Agency.

Group – A series of Commodities with applicable Commodity Codes described on the Product Group Discount Sheet, Attachment C.

Manufacturer – The original producer or provider of defense Products responsive to this solicitation which possess the minimum quality, reliability, service, and value required by the Department and Customers. May be used interchangeably with "Brand".

Manufacturer's Suggested Retail Price (MSRP) – The Manufacturer's recommended retail selling price, list price, published price, or other usual and customary price that would be paid by the purchaser for specific commodities or services without benefit of the Contract. It must be publicly listed, available, and verifiable by the Department.

MSRP List – The Manufacturer's Suggested Retail Price List, a collection of MSRPs and related information broken down by specific commodities. In the priority listed below, only the following are acceptable sources of current MSRPs and MSRP Lists for use under this Contract:

- Manufacturer's Annual U.S. Price Book, and
- Manufacturer's official website or dealer software.

Net Price – The final price paid by the Customer after applying the applicable discount for the Group, Manufacturer/Brand, and contract term, as shown on the Contractor's submitted Product Group Discount Sheet, Attachment C.

State – The State of Florida.

2. Scope

Products offered under the Contract shall be classified under nine Groups, which are listed below and described as follows:

Group	Group Description
1	HANDCUFFS, LEGCUFFS, WAIST CHAINS, KEYS, ZIP TIE HANDCUFFS, ELECTRONIC RESTRAINT DEVICES (ERD), AND OTHER PRODUCTS WITHIN THE PRODUCT GROUP AND COMMODITY CODE
2	PEPPER SPRAY/OC SPRAY
3	TRAINING EQUIPMENT/MATERIALS (INCLUDING K9 EQUIPMENT AND TRAINING AMMUNITION)
4	ARMS AND AMMUNITION ACCESSORIES (HOLSTERS, SLINGS, GEAR BAGS, AND OTHER PRODUCTS WITHIN THE PRODUCT GROUP AND COMMODITY CODE)
5	RIOT GEAR, CONTROL MECHANISMS, BODY CAMERAS, TASERS AND STUN GUNS, AND OTHER PRODUCTS WITHIN THE PRODUCT GROUP AND COMMODITY CODE
6	GRENADES (E.G., MUZZLE BLAST, HORNETS NEST) AND SMOKE BOMBS (INCLUDING LAUNCHERS)
7	HANDGUN AMMUNITION (DUTY)
8	SHOTGUN AND RIMFIRE AMMUNITION (DUTY)
9	RIFLE AMMUNITION (DUTY)

The Contract is intended to cover only those Commodities generally used by the State as listed and described herein and does not include all varieties of equipment that are commercially available. The Department in its sole discretion shall determine the eligibility and acceptability of all Commodities available and included under the Contract. The Contractor shall be responsible for removing all non-eligible and unacceptable Commodities under the Contract from the Contractor's MSRP List and Price Sheet.

Delivery of non-conforming Commodities which are not remedied as required herein, may be cause for default proceedings, Contract termination, or both.

3. Commodity Specifications and Standards

All Commodities and related services must comply with the following:

3.1 Current Model

Products furnished by the Contractor under this Contract shall be the Manufacturer's most current, recently released, standard industrial model, except for those modifications or changes required in the standard Product to comply with the requirements of this Contract. For each purchase, Contractor shall include all accessories and components which are customarily included with each Product.

3.2 Preparation for Delivery

All Products shall be packaged and prepared to ensure safe delivery to the Customer's identified destination at the lowest rates, based on Customer's requested shipping method and timeframes.

Packaging shall comply with all applicable laws, including the requirements of section 403.7191, F.S. Due to the nature of the Products that are provided under this Contract, Contractors must ensure that Products are delivered only to authorized Customer representatives and are securely packaged, with precautions taken to prevent accidental spills, discharge, breakage, or misdelivery to unauthorized individual(s). Title and risk of loss or damage to all Commodities shall be the responsibility of the Contractor until accepted by the Customer in accordance with this Contract.

Each container shall be marked to include a description of the Product, the name of the Contractor, and the State's Contract and purchase order numbers.

3.3 Testing

The Department and Customers may select Products purchased under this Contract for testing to verify Product compliance with the requirements, specifications, terms, and conditions of this Contract.

Delivery of non-conforming Commodities which are not remedied as required herein, may be cause for default proceedings, Contract termination, or both.

3.4 Warranty

The Manufacturer's and Authorized Dealer's standard warranty shall cover all Commodities purchased pursuant to the Contract. The Manufacturer's standard warranty is required to provide coverage against defective material, workmanship, and failure to perform in accordance with Product specifications, Contract specifications, and any required performance criteria. The Manufacturer's standard warranty or Authorized Dealer's standard warranty coverage shall be identical to or exceed the most inclusive of those normally provided for the Commodities specified herein that are sold to any state or local governments. The Manufacturer's standard warranty shall have a minimum term of one year from the date of acceptance in accordance with section 3.8, Acceptance, and shall begin only at the time of acceptance by the Customer, as described herein.

Should the Manufacturer's standard warranty or the Authorized Dealer's standard warranty provide less or inferior coverage than any requirements, specifications, terms, or conditions of the Contract, the Contract requirements, specifications, terms and conditions shall prevail. The Manufacturer's standard warranty and the Authorized Dealer's standard warranty terms and conditions are not part of the Contract requirements, specifications, terms, and conditions.

3.5 Recalled Products

In the event there is a recall of any of the Products, including any components, accessories, or any parts incorporating the Products ("Recalled Products"), the Contractor shall provide reasonable assistance to the Department in developing a recall strategy and shall cooperate with the Department and the Customer in monitoring the recall operation and in preparing such reports as may be required. Contractor shall, at the request of the Department or any Customer, give the Department and each Customer all reasonable assistance in locating and recovering any Products or Recalled Products. Contractor shall immediately notify and provide copies to the Department of any communications, whether relating to recalls or otherwise, with any Customer. Contractor shall ensure all Recalled Products are rectified, replaced and/or destroyed in compliance with all applicable laws, rules or regulations and the Department's reasonable instructions. All Contractor efforts relating to Recalled Products shall be at Contractor's own expense.

3.6 Commodity Compliance and Compatibility

It is the Contractor's responsibility to ensure that the Commodities supplied are compliant with the Contract requirements, specifications, terms, and conditions. Additionally, the Contractor shall ensure that all Commodities ordered by the Customer are fully compatible with each other and with any associated pre-existing Commodity possessed by the Customer and disclosed to the Contractor by the Customer. The Contractor's acceptance of the Customer's order shall indicate that the Contractor agrees to deliver a Commodity that is fully compliant and compatible with the Customer's order requirements, specifications, terms, and conditions. In the event any ordered Products are found by the Customer to be missing, incorrect, defective, damaged, noncompatible, or non-compliant, the Contractor shall, at the Customer's discretion, be required to complete one of the following:

- Repair Products, including their respective features, equipment, accessories, and components
- Replace Products, their respective features, equipment, accessories, and components, or
- Refund the purchase price of the applicable Products to the Customer.

Any changes necessary after the delivery of the Customer's order that are required to bring a Commodity into compliance or compatibility due to an incorrect order fulfillment by the Contractor shall be accomplished at the Contractor's expense.

3.7 Acknowledgement of Order Form

The Contractor shall complete and issue an Acknowledgement of Order Form (Attachment I) for all orders where the Contractor does not have the Commodities in stock and cannot deliver the Commodities to the ordering Customer within ten Business Days. The Contractor must include the date of receipt of the Customer's Purchase Order, the Manufacturer's order confirmation information, and the Customer's estimated delivery date.

The Contractor shall deliver a fully completed Acknowledgement of Order form to the Customer within ten Business Days of receiving the Purchase Order. Failure of the Contractor to timely provide the Customer with a completed Acknowledgement of Order form shall be considered acceptance of the order by default, which, if necessary, shall require the provision of the next new model of the Commodity, which meets the prices, discounts, requirements, specifications, terms, and conditions herein. Submission of the Acknowledgement of Order form is the responsibility of the Contractor without prompting or notification by the Contract Manager or Customer.

Contractor's failure to timely submit completed Acknowledgement of Order forms to Customers may be cause for default proceedings or termination.

3.8 Acceptance

Section 6.4, Inspection and Acceptance of Commodities, of Attachment B, Special Contract Conditions, is supplemented by adding the following:

The Customer, within three Business Days of delivery, will inspect the delivered Commodity for acceptability. The Customer should compare the physical Commodity delivered, Contract prices, discounts, requirements, specifications, terms, conditions, and Customer order, to ensure the Commodity received meets or exceeds the requirements, specifications, terms, and conditions of the Contract and Customer order. Additionally, the Customer shall inspect the Commodity for any damage. The Contractor is obligated to correct any errors or damage in the Commodity. Failure by the Customer to discover an error in the Commodity shall not relieve the Contractor from its obligation to correct the error in the event it is found any time after the Commodity is delivered.

The Parties agree that inspection and acceptance shall be the Customer's responsibility and occur at the location of the Customer. Title and risk of loss or damage to all Commodities shall be the responsibility of the Contractor until accepted by the Customer. The Contractor shall be responsible for filing, processing, and collecting all damage claims. The Customer shall assist the Contractor by:

- Recording any evidence of visible damage on all copies of the delivering carrier's bill of lading
- Reporting any known visible and concealed damage to the carrier and the Contractor
- Confirming said reports in writing within fifteen Business Days of delivery, requesting that the carrier inspect the damaged merchandise, and
- Providing the Contractor with a copy of the carrier's bill of lading and damage inspection report.

Transportation and delivery of the Commodity does not constitute acceptance for the purpose of payment. Acceptance and authorization of payment shall be given by the Customer only after a thorough inspection indicates that the Commodity is undamaged and meets the Contract requirements, specifications, terms, and conditions. Should the delivered Commodity be damaged or differ in any respect from the Contract requirements, specifications, terms, and conditions, payment shall be withheld until such time as the Contractor completes the required, Customer approved, corrective action.

Should the Commodity require service or adjustments as part of the Customer-approved corrective action(s), the Contractor shall either remedy the defect or be responsible for reimbursing the Manufacturer's local Authorized Dealer or others selected by the Customer to remedy the defect. The Contractor shall initiate such required service or adjustments within two Business Days following notification by the Customer. The Commodity shall not be accepted until all service and / or adjustments are satisfactorily performed and the Commodity is re-delivered in acceptable condition. The costs of any delivery required as part of the initial or any re-deliveries due to error or damage are the responsibility of the Contractor.

The Customer shall notify the Department of any Contract deviation that it cannot resolve with the Contractor. The Department and Customer shall develop a corrective action plan related to the Contract deviation, which may include the Customer's permanent refusal to accept the Commodity, in which case the Commodity shall remain the property of the Contractor, and the Customer and the State shall not be liable for payment for any portion thereof.

3.9 Contractor's Use of Dealers

The Contractor may engage Dealers in accordance with the terms herein to provide sales and support for the awarded Commodities offered under this Contract. In the event the Contractor elects to use Dealers, the Contractor shall remain fully accountable for ensuring that the Dealer complies with the terms of this Contract. In the event the Dealers fail to comply with the terms of this Contract, the Contractor shall remain fully liable. The Contractor shall ensure that Dealers remain current with the Contractor's authorized Commodities and pricing listed in the price sheet(s). The Contractor shall remain responsible for receiving purchase orders and shall remain responsible for invoicing the Customer for payment. All invoices shall remain in the name of the Contractor.

The Contractor may not utilize Dealers until receiving express authorization from the Department. Information regarding the Contractor's addition of Dealers can be found at the following link:

https://www.dms.myflorida.com/business_operations/state_purchasing/vendor_resources/subcontractor_dealer_reseller_forms.

4 Holidays

The Contractor shall provide Customers all Commodities during Business Days. The following days are observed as holidays by state agencies in accordance with section 110.117, F.S.:

- New Year's Day
- Birthday of Martin Luther King, Jr., third Monday in January
- Memorial Day
- Independence Day
- Labor Day
- Veterans' Day, November 11
- Thanksgiving Day
- Friday after Thanksgiving
- Christmas Day

If any of these holidays falls on Saturday, the preceding Friday shall be observed as a holiday. If any of these holidays falls on Sunday, the following Monday shall be observed as a holiday. Customers may have additional holiday(s) observed specifically by the Customer which will be detailed in the Customer's order.

5 Routine Communications

Contractor shall send all routine communications and reports related to the Contract to the Department's contract manager. If any information listed on the Vendor Information and Ordering Instructions attachments changes during the life of the Contract, then the Contractor shall update the attachments and submit to the Department's contract manager. Communications relating to a specific order should be addressed to the contact person identified on the order. Communications may be by e-mail, regular mail, or telephone.

6 Contract Reporting

The Contractor shall report information on orders received from Customers associated with this Contract. No revised MSRP lists or price adjustments will be considered for any Contractor who has outstanding reports, or any other documentation required under the Contract. The Contractor shall submit reports in accordance with the following schedule:

Report	Period Covered	Due Date
MFMP Transaction Fee Report	Calendar month	15 calendar days after the end of each month
Quarterly Sales Report	State's Fiscal Quarter	30 calendar days after close of the period
Diversity Report (submitted to the Customer)	State Fiscal Year	30 Business Days after close of the period
Preferred Pricing Affidavit (in accordance with section 3.2.2. of the Special Contract Conditions)	Annual	Contract Anniversary Date

7 MFMP Transaction Fee Report

The Contractor is required to submit monthly MFMP Transaction Fee Reports in the Department's electronic format. Reports are due 15 calendar days after the end of the reporting period. For information on how to submit Transaction Fee Reports online, please reference the detailed fee reporting instructions and vendor training presentations available online at the "Transaction Fee & Reporting" section and "Training for Vendors" subsections under the "Vendors" tab on the MFMP website. Assistance with Transaction Fee Reporting is also available from the MFMP Customer Service Desk by email at: VendorHelp@myfloridamarketplace.com or telephone 866-FLA-EPRO (866-352-3776) from 8:00 a.m. to 6:00 p.m. Eastern Time.

8 Quarterly Sales Reports

The Contractor shall submit a quarterly sales report electronically, in the required format, to the Department's Contract Manager within 30 calendar days after close of each quarter. The quarterly sales report can be found at the following link: https://www.dms.myflorida.com/business_operations/state_purchasing/vendor_resources/quarterly_sales_report_format

Failure to provide the quarterly sales report will result in the imposition of financial consequences and may result in the Contractor being found in default and the termination of the Contract. Initiation and submission of the quarterly sales report are the responsibility of the Contractor without prompting or notification by the Department. Sales will be reviewed on a quarterly basis. If no sales are recorded during the period, the Contractor must submit a report stating that there was no activity. If no sales are recorded in two consecutive quarters, the Contractor may be placed in probationary status or the Department may terminate the Contract.

Quarter 1 – (July-September) – due 30 calendar days after the close of the period
 Quarter 2 – (October-December) – due 30 calendar days after the close of the period
 Quarter 3 – (January-March) – due 30 calendar days after the close of the period
 Quarter 4 – (April-June) due 30 calendar days after the close of the period

9 Diversity Report

The Contractor shall report to each Customer, spend with certified and other minority business enterprises. These reports shall include the period covered, the name, minority code and Federal Employer Identification Number of each minority business utilized during the period, Commodities provided by the minority business enterprise, and the amount paid to each minority business on behalf of each purchasing agency ordering under the terms of this Contract.

10 Ad Hoc Reports

The Department or Customer may require additional Contract information such as copies of purchase orders or ad hoc sales reports. The Contractor shall submit information in response to these specific ad hoc requests for reports within the specified amount of time as requested by the Department or Customer.

11 Purchasing Card

The State has implemented a purchasing card program using the Visa platform. The Contractor may receive payments via the state's Purchasing Card in the same manner as any other Visa purchases. Purchasing Card acceptance for purchase is a mandatory requirement for the Contract but is not the exclusive method of payment. If the State changes its Purchasing Card platform during the term of Contract, the Contractor shall make any necessary changes to accommodate the State 's new Purchasing Card platform within 30 calendar days of notification of such change.

12 Punchout Catalog and Electronic Invoicing

The Contractor is encouraged to provide a MFMP punchout catalog. The punchout catalog provides an alternative mechanism for suppliers to offer the State access to Products awarded under the Contract. The punchout catalog also allows for direct communication between the MFMP eProcurement System and a supplier's Enterprise Resource Planning (ERP) system, which can reflect real-time Product inventory/availability information.

Through utilization of the punchout catalog model, a Florida buyer will "punch out" to a supplier's website. Using the search tools on the supplier's Florida punchout catalog site, the user selects the desired Products. When complete, the user exits the supplier's punchout catalog site and the shopping cart (full of Products) is "brought back" to MFMP. No orders are sent to a supplier when the user exits the supplier's punchout catalog site. Instead, the chosen Products are "brought back" to MFMP as line items in a purchase order. The user can then proceed through the normal workflow steps, which may include adding/editing the Products (i.e., line items) in the purchase order. An order is not submitted to a supplier until the user approves and submits the purchase order, at which point the supplier receives an email with the order details.

The Contractor may supply electronic invoices in lieu of paper-based invoices for those transactions processed through MFMP. Electronic invoices may be submitted to the agency through one of the mechanisms as listed below:

- 1) EDI (Electronic Data Interchange)

This standard establishes the data contents of the Invoice Transaction Set (810) for use within the context of an Electronic Data Interchange (EDI) environment. This transaction set can be used for invoicing via the Ariba Network (AN) for catalog and non-catalog goods and services.

2) PO Flip via AN

This online process allows Contractors to submit invoices via the AN for catalog and non-catalog goods and services. Contractors have the ability to create an invoice directly from their inbox in their AN account by simply "flipping" the PO into an invoice. This option does not require any special software or technical capabilities.

The Contractor warrants and represents that it is authorized and empowered to and hereby grants the State and the third-party provider of MFMP, a State contractor, the right and license to use, reproduce, transmit, distribute, and publicly display within MFMP. In addition, the Contractor warrants and represents that it is authorized and empowered to and hereby grants the State and the third-party provider the right and license to reproduce and display within MFMP the Contractor's trademarks, system marks, logos, trade dress, or other branding designation that identifies the Products made available by the Contractor under the Contract.

The Contractor will work with the MFMP management team to obtain specific requirements for the electronic invoicing if needed

13 Financial Consequences

Financial Consequences will be assessed for failure to timely perform or submit a report as required by the Contract and shall be paid via check or money order in US Dollars, and made out to the Department of Management Services or the specific Customer, where applicable. Financial Consequences will be assessed daily or per occurrence for each individual failure until the performance or submittal is accomplished to the Department's or Customer's satisfaction, unless stated otherwise. For the submissions of reports, financial consequences will apply to each target period beginning with the first full month or quarter of the Contract's performance and each month and quarter thereafter.

Deliverable	Performance Metric	Performance Due Date	Financial Consequence for Non-Performance
Contractor will timely submit complete Quarterly Sales Reports	All Quarterly Sales Reports will be submitted timely with all required information	Completed Quarterly Sales Reports are due on or before the 30 th calendar day after the close of each State fiscal quarter	\$250 per Calendar Day late/not received by the Contract Manager
Contractor will timely submit complete MFMP Transaction Fee Reports	All MFMP Transaction Fee Reports will be submitted timely with all required information	Completed MFMP Transaction Fee Reports are due on or before the 15 th calendar day after the close of each month	\$100 per Calendar Day late/not received by the Contract Manager

Customers may add service level agreement (SLA) performance requirements and additional financial consequences in their statements of work for failing to meet performance

requirements within any negotiated SLA or purchase order.

The Department and Customers reserve the right to, in addition to withholding payment, implementing other appropriate remedies, such as Contract termination or non-renewal.

14 Business Review Meetings

In order to maintain the relationship between the Department and the Contractor, each quarter the Department may request a business review meeting. The business review meeting may include, but is not limited to, the following:

- Successful completion of deliverables
- Review of the Contractor's performance
- Review of minimum required reports
- Addressing of any elevated Customer issues
- Review of continuous improvement ideas that may help lower total costs and/or improve business efficiencies.

15 MSRP List and Product Adjustments

The Contractor shall submit and maintain a current and complete MSRP List for each awarded Group and Manufacturer/Brand. The MSRP List is subject to the Department's approval. The MSRP List shall include the following for each Commodity: Manufacturer/ Brand Model Number, Manufacturer/Brand Product Description (to include Ammunition Specification for Groups 7, 8, and 9), and MSRP. Include a cover page, which shall list the applicable Group, Manufacturer/Brand, and MSRP List date. The Department shall be the final arbiter of MSRPs if a Contractor's pricing differs from the published MSRPs. The Contractor shall be responsible for removing all non-eligible and unacceptable Commodities under the Contract from the Contractor's MSRP List.

The Contractor may add Products to the MSRP List at any time during the life of the Contract by submitting a complete and revised MSRP List. Products added must be from a Group, Manufacturer/Brand, and Ammunition Specification (for Groups 7, 8, and 9) for which the Contractor received an award. The Contractor shall be responsible for removing all non-eligible and unacceptable Commodities under the Contract from the Contractor's MSRP List.

The Contractor may update MSRPs for existing Products on the MSRP List to match the MSRPs published by the Manufacturer no earlier than twelve (12) months after the start date of the Contract and, thereafter, or no earlier than twelve (12) months after the date of the previous MSRP List update for the same purpose. The Contractor may update MSRPs for existing Products on the MSRP List by submitting a complete and revised MSRP List for Department review and approval.

Revised MSRP Lists, regardless of whether the Contractor is adding Products or updating MSRPs for existing Products, must be accompanied by a revised price sheet, as described in the Price Sheet and Price Adjustments section of the Scope of Work, as well as a list of all changes made from the previously submitted version of the MSRP List.

16 Deletions

During the Contract Term, the Department shall have the right to delete Commodities from this agreement by removing them from the Price Sheet(s). Commodities may be removed at the sole discretion of the Department.

17 Price Sheets and Price Adjustments

The Contractor shall submit a complete price sheet to include all Commodities for each Group, Manufacturer/Brand, and Ammunition Specification (for Groups 7, 8, and 9) for which the Contractor received an award. The Commodities listed on the price sheet must match the Commodities listed on the MSRP List. The price sheet is subject to the Department's approval. The price sheet shall be provided in Excel format and include a separate tab for each Group. Each tab shall include, at minimum, the following information for each Commodity offered under that Group:

- Manufacturer/Brand (as shown on the Product Group Discount Sheet);
- Model number or other identifier that Customers can use to locate the Commodity on the Manufacturer's website;
- Description (to include Ammunition Specification for Groups 7, 8, and 9);
- MSRP (as shown on the current MSRP List);
- Discount (as shown on the Product Group Discount Sheet for the Group, Manufacturer/Brand, and, for Groups 7, 8, and 9, Ammunition Specification); and
- Net Price to the Customer.

The discount provided will apply to all Products of a given Manufacturer/Brand and Ammunition Specification (for Groups 7, 8, and 9) within a Group. Prices for new Products added during the Contract period shall be based on the MSRP and the discount shown on the Product Group Discount Sheet for the applicable Group, Manufacturer/Brand, Ammunition Specification (for Groups 7, 8, and 9), and current Contract term (initial or renewal term). All products offered for a Manufacturer/Brand within each awarded Product Group (Groups 1-6) shall be available for purchase by Customers at the applicable discount provided within the Product Group Discount Sheet.

The Contractor may add Products to the price sheet at any time during the life of the Contract by submitting a complete and revised price sheet. Products added must be from a Group, Manufacturer/Brand, and Ammunition Specification (for Groups 7, 8, and 9) for which the Contractor received an award. The Contractor shall be responsible for removing all non-eligible and unacceptable Commodities under the Contract from the Contractor's price sheet.

The Contractor may update MSRPs and Net Prices for existing Products on the price sheet to match the MSRPs published by the Manufacturer no earlier than twelve months after the start date of the Contract and, thereafter, or no earlier than twelve months after the date of the previous MSRP update for the same purpose. The Contractor may update MSRPs and Net Prices for exiting Products on the price sheet by submitting a complete and revised price sheet for the Department's review and approval.

Revised price sheets, regardless of whether the Contractor is adding Products or updating MSRPs and Net Prices for existing Products, must be accompanied by a revised MSRP List, as described in the MSRP List and Product Adjustments section, as well as a list of all changes made from the previously submitted version of the price sheet. The Department will not consider any request to decrease the MSRP discount for any awarded Product.

18 E-Verify

Section 13.2 of Attachment B, Special Contract Conditions, is hereby replaced in its entirety with the following:

The Contractor (and its subcontractors) have an obligation to utilize the U.S. Department of Homeland Security's (DHS) E-Verify system for all newly hired employees in accordance with section 448.095, F.S. By executing this Contract, the Contractor certifies that it is registered with, and uses, the E-Verify system for all newly hired employees in accordance with section 448.095, F.S. The Contractor must obtain an affidavit from its subcontractors in accordance with section 448.095(2)(b), F.S., and maintain a copy of such affidavit for the duration of the Contract. In order to implement this provision, the Contractor shall provide a copy of its DHS Memorandum of Understanding (MOU) to the Department's Contract Manager within five days of Contract execution.

This section serves as notice to the Contractor regarding the requirements of section 448.095, F.S., specifically sub-paragraph (2)(c)1, and the Department's obligation to terminate the Contract if it has a good faith belief that the Contractor has knowingly violated section 448.09(1), F.S. If terminated for such reason, the Contractor will not be eligible for award of a public contract for at least one year after the date of such termination. The Department reserves the right to order the immediate termination of any contract between the Contractor and a subcontractor performing work on its behalf should the Department develop a good faith belief that the subcontractor has knowingly violated section 448.09(1), F.S.

19 Document Inspection

In accordance with section 216.1366, F.S., the Department is authorized to inspect the: (a) financial records, papers, and documents of the Contractor that are directly related to the performance of the Contract or the expenditure of state funds; and (b) programmatic records, papers, and documents of the Contractor which the Department determines are necessary to monitor the performance of the Contract or to ensure that the terms of the Contract are being met. The Contractor shall provide such records, papers, and documents requested by the Department within 10 Business Days after the request is made.

SPECIAL CONTRACT CONDITIONS
Exhibit B

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In accordance with Rule 60A-1.002(7), F.A.C., Form PUR 1000 is included herein by reference but is superseded in its entirety by these Special Contract Conditions.

SECTION 1. DEFINITION.

The following definition applies in addition to the definitions in Chapter 287, Florida Statutes (F.S.), and Rule Chapter 60A-1, Florida Administrative Code (F.A.C.):

1.1 Customer.

The agency or eligible user that purchases commodities or contractual services pursuant to the Contract.

SECTION 2. CONTRACT TERM AND TERMINATION.

2.1 Initial Term.

The initial term will begin on the date set forth in the Contract documents or on the date the Contract is signed by all Parties, whichever is later.

2.2 Renewal.

Upon written agreement, the Department and the Contractor may renew the Contract in whole or in part only as set forth in the Contract documents, and in accordance with section 287.057(13), F.S.

2.3 Suspension of Work and Termination.

2.3.1 Suspension of Work.

The Department may, at its sole discretion, suspend any or all activities under the Contract, at any time, when it is in the best interest of the State of Florida to do so. The Customer may suspend a resulting contract or purchase order, at any time, when in the best interest of the Customer to do so. The Department or Customer will provide the Contractor written notice outlining the particulars of the suspension. After receiving a suspension notice, the Contractor must comply with the notice and will cease the performance of the Contract or purchase order. Suspension of work will not entitle the Contractor to any additional compensation. The Contractor will not resume performance of the Contract or purchase order until so authorized by the Department.

2.3.2 Termination for Convenience.

The Contract may be terminated by the Department in whole or in part at any time, in the best interest of the State of Florida. If the Contract is terminated before performance is completed, the Contractor will be paid only for that work satisfactorily performed for which costs can be substantiated. Such payment, however, may not exceed an amount which is the same percentage of the Contract price as the amount of work satisfactorily performed. All work in progress will become the property of the Customer and will be turned over promptly by the Contractor.

2.3.3 Termination for Cause.

If the performance of the Contractor is not in compliance with the Contract requirements or the Contractor has defaulted, the Department may:

- (a) immediately terminate the Contract;
- (b) notify the Contractor of the noncompliance or default, require correction, and specify the date by which the correction must be completed before the Contract is terminated; or
- (c) take other action deemed appropriate by the Department.

SECTION 3. PAYMENT AND FEES.

3.1 Pricing.

The Contractor will not exceed the pricing set forth in the Contract documents.

3.2 Price Decreases.

The following price decrease terms will apply to the Contract:

3.2.1 Quantity Discounts. Contractor may offer additional discounts for one-time delivery of large single orders;

3.2.2 Preferred Pricing. The Contractor guarantees that the pricing indicated in this Contract is a maximum price. Additionally, Contractor's pricing will not exceed the pricing offered under comparable contracts. Comparable contracts are those that are similar in size, scope, and terms. In compliance with section 216.0113, F.S., Contractor must annually submit an affidavit from the Contractor's authorized representative attesting that the Contract complies with this clause.

3.2.3 Sales Promotions. In addition to decreasing prices for the balance of the Contract term due to a change in market conditions, the Contractor may conduct sales promotions involving price reductions for a specified lesser period. The Contractor must submit documentation identifying the proposed: (1) starting and ending dates of the promotion, (2) commodities or contractual services involved, and (3) promotional prices compared to then-authorized prices.

3.3 Payment Invoicing.

The Contractor will be paid upon submission of invoices to the Customer after delivery and acceptance of commodities or contractual services is confirmed by the Customer. Invoices must contain sufficient detail for an audit and contain the Contract Number and the Contractor's Federal Employer Identification Number.

3.4 Purchase Order.

A Customer may use purchase orders to buy commodities or contractual services pursuant to the Contract and, if applicable, the Contractor must provide commodities or contractual services pursuant to purchase orders. Purchase orders issued pursuant to the Contract must be received by the Contractor no later than the close of business on the last day of the Contract's term. The Contractor is required to accept timely purchase orders specifying delivery schedules that extend beyond the Contract term even when such extended delivery will occur after expiration of the Contract. Purchase orders shall be valid through their specified term and performance by the Contractor, and all terms and conditions of the Contract shall survive the termination or expiration of the Contract and apply to the Contractor's performance. The duration of purchase orders for recurring deliverables shall not exceed the expiration of the Contract by more than twelve months. Any purchase order terms and conditions conflicting with these Special Contract Conditions shall not become a part of the Contract.

3.5 Travel.

Travel expenses are not reimbursable unless specifically authorized by the Customer in writing and may be reimbursed only in accordance with section 112.061, F.S.

3.6 Annual Appropriation.

Pursuant to section 287.0582, F.S., if the Contract binds the State of Florida or an agency for the purchase of services or tangible personal property for a period in excess of one fiscal year, the State of Florida's performance and obligation to pay under the Contract is contingent upon an annual appropriation by the Legislature.

3.7 Transaction Fees.

The State of Florida, through the Department of Management Services, has instituted MyFloridaMarketPlace, a statewide eProcurement system pursuant to section 287.057(22), F.S. All payments issued by Customers to registered Vendors for purchases of commodities or contractual services will be assessed Transaction Fees as prescribed by rule 60A-1.031, F.A.C., or as may otherwise be established by law. Vendors must pay the Transaction Fees and agree to automatic deduction of the Transaction Fees when automatic deduction becomes available. Vendors will submit any monthly reports required pursuant to the rule. All such reports and payments will be subject to audit. Failure to comply with the payment of the Transaction Fees or reporting of transactions will constitute grounds for declaring the Vendor in default and subject the Vendor to exclusion from business with the State of Florida.

3.8 Taxes.

Taxes, customs, and tariffs on commodities or contractual services purchased under the Contract will not be assessed against the Customer or Department unless authorized by Florida law.

3.9 Return of Funds.

Contractor will return any overpayments due to unearned funds or funds disallowed pursuant to the terms of the Contract that were disbursed to the Contractor. The Contractor must return any overpayment within forty (40) calendar days after either discovery by the Contractor, its independent auditor, or notification by the Department or Customer of the overpayment.

SECTION 4. CONTRACT MANAGEMENT.

4.1 Composition and Priority.

The Contractor agrees to provide commodities or contractual services to the Customer as specified in the Contract. Additionally, the terms of the Contract supersede the terms of all prior agreements between the Parties on this subject matter.

4.2 Notices.

All notices required under the Contract must be delivered to the designated Contract Manager in a manner identified by the Department.

4.3 Department's Contract Manager.

The Department's Contract Manager, who is primarily responsible for the Department's oversight of the Contract, will be identified in a separate writing to the Contractor upon Contract signing in the following format:

Department's Contract Manager Name

Department's Name
Department's Physical Address
Department's Telephone #
Department's Email Address

If the Department changes the Contract Manager, the Department will notify the Contractor. Such a change does not require an amendment to the Contract.

4.4 Contractor's Contract Manager.

The Contractor's Contract Manager, who is primarily responsible for the Contractor's oversight of the Contract performance, will be identified in a separate writing to the Department upon Contract signing in the following format:

Contractor's Contract Manager Name
Contractor's Name
Contractor's Physical Address
Contractor's Telephone #
Contractor's Email Address

If the Contractor changes its Contract Manager, the Contractor will notify the Department. Such a change does not require an amendment to the Contract.

4.5 Diversity.

4.5.1 Office of Supplier Diversity.

The State of Florida supports its diverse business community by creating opportunities for woman-, veteran-, and minority-owned small business enterprises to participate in procurements and contracts. The Department encourages supplier diversity through certification of woman-, veteran-, and minority-owned small business enterprises and provides advocacy, outreach, and networking through regional business events. For additional information, please contact the Office of Supplier Diversity (OSD) at osdinfo@dms.myflorida.com.

4.5.2 Diversity Reporting.

Upon request, the Contractor will report to the Department its spend with business enterprises certified by the OSD. These reports must include the time period covered, the name and Federal Employer Identification Number of each business enterprise utilized during the period, commodities and contractual services provided by the business enterprise, and the amount paid to the business enterprise on behalf of each agency purchasing under the Contract.

4.6 RESPECT.

Subject to the agency determination provided for in section 413.036, F.S., the following statement applies:

IT IS EXPRESSLY UNDERSTOOD AND AGREED THAT ANY ARTICLES THAT ARE THE SUBJECT OF, OR REQUIRED TO CARRY OUT, THIS CONTRACT SHALL BE PURCHASED FROM A NONPROFIT AGENCY FOR THE BLIND OR FOR THE SEVERELY HANDICAPPED THAT IS QUALIFIED PURSUANT TO CHAPTER 413, FLORIDA STATUTES, IN THE SAME MANNER AND UNDER THE SAME PROCEDURES SET FORTH IN SECTION 413.036(1) AND (2), FLORIDA STATUTES;

AND FOR PURPOSES OF THIS CONTRACT THE PERSON, FIRM, OR OTHER BUSINESS ENTITY CARRYING OUT THE PROVISIONS OF THIS CONTRACT SHALL BE DEEMED TO BE SUBSTITUTED FOR THE STATE AGENCY INsofar AS DEALINGS WITH SUCH QUALIFIED NONPROFIT AGENCY ARE CONCERNED.

Additional information about RESPECT and the commodities or contractual services it offers is available at <https://www.respectofflorida.org>.

4.7 PRIDE.

Subject to the agency determination provided for in sections 287.042(1) and 946.515, F.S., the following statement applies:

IT IS EXPRESSLY UNDERSTOOD AND AGREED THAT ANY ARTICLES WHICH ARE THE SUBJECT OF, OR REQUIRED TO CARRY OUT, THIS CONTRACT SHALL BE PURCHASED FROM THE CORPORATION IDENTIFIED UNDER CHAPTER 946, F.S., IN THE SAME MANNER AND UNDER THE SAME PROCEDURES SET FORTH IN SECTION 946.515(2) AND (4), F.S.; AND FOR PURPOSES OF THIS CONTRACT THE PERSON, FIRM, OR OTHER BUSINESS ENTITY CARRYING OUT THE PROVISIONS OF THIS CONTRACT SHALL BE DEEMED TO BE SUBSTITUTED FOR THIS AGENCY INsofar AS DEALINGS WITH SUCH CORPORATION ARE CONCERNED.

Additional information about PRIDE and the commodities or contractual services it offers is available at <https://www.pride-enterprises.org>.

SECTION 5. COMPLIANCE WITH LAWS.

5.1 Conduct of Business.

The Contractor must comply with all laws, rules, codes, ordinances, and licensing requirements that are applicable to the conduct of its business, including those of federal, state, and local agencies having jurisdiction and authority. For example, the Contractor must comply with section 274A of the Immigration and Nationality Act, the Americans with Disabilities Act, Health Insurance Portability and Accountability Act, if applicable, and all prohibitions against discrimination on the basis of race, religion, sex, creed, national origin, handicap, marital status, or veteran's status. The provisions of subparagraphs 287.058(1)(a)-(c), and (g), F.S., are hereby incorporated by reference.

5.2 Dispute Resolution, Governing Law, and Venue.

Any dispute concerning performance of the Contract shall be decided by the Department's designated Contract Manager, who will reduce the decision to writing and serve a copy on the Contractor. The decision of the Contract Manager shall be final and conclusive. Exhaustion of this administrative remedy is an absolute condition precedent to the Contractor's ability to pursue legal action related to the Contract or any other form of dispute resolution. The laws of the State of Florida govern the Contract. The Parties submit to the jurisdiction of the courts of the State of Florida exclusively for any legal action related to the Contract. Further, the Contractor hereby waives all privileges and rights relating to venue it may have under Chapter 47, F.S., and all such venue privileges and rights it may have under any other statute, rule, or case law, including, but not limited to, those based on convenience. The Contractor hereby submits to venue in the county chosen by the Department.

5.3 Department of State Registration.

Consistent with Title XXXVI, F.S., the Contractor and any subcontractors that assert status, other than a sole proprietor, must provide the Department with conclusive evidence of a certificate of status, not subject to qualification, if a Florida business entity, or of a certificate of authorization if a foreign business entity.

5.4 Suspended, Convicted, and Discriminatory Vendor Lists.

In accordance with sections 287.042, 287.133, and 287.134, F.S., an entity or affiliate who is on the Suspended Vendor List, Convicted Vendor List, or Discriminatory Vendor List may not perform work as a contractor, supplier, subcontractor, or consultant under the Contract. The Contractor must notify the Department if it or any of its suppliers, subcontractors, or consultants have been placed on the Suspended Vendor List, Convicted Vendor List, or Discriminatory Vendor List during the term of the Contract.

5.5 Scrutinized Companies - Termination by the Department.

The Department may, at its option, terminate the Contract if the Contractor is found to have submitted a false certification as provided under section 287.135(5), F.S., or been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or been engaged in business operations in Cuba or Syria, or to have been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel.

5.6 Cooperation with Inspector General and Records Retention.

Pursuant to section 20.055(5), F.S., the Contractor understands and will comply with its duty to cooperate with the Inspector General in any investigation, audit, inspection, review, or hearing. Upon request of the Inspector General or any other authorized State official, the Contractor must provide any information the Inspector General deems relevant to the Contractor's integrity or responsibility. Such information may include, but will not be limited to, the Contractor's business or financial records, documents, or files of any type or form that refer to or relate to the Contract. The Contractor will retain such records for the longer of five years after the expiration of the Contract, or the period required by the General Records Schedules maintained by the Florida Department of State, at the Department of State's Records Management website. The Contractor agrees to reimburse the State of Florida for the reasonable costs of investigation incurred by the Inspector General or other authorized State of Florida official for investigations of the Contractor's compliance with the terms of this or any other agreement between the Contractor and the State of Florida which results in the suspension or debarment of the Contractor. Such costs will include but will not be limited to: salaries of investigators, including overtime; travel and lodging expenses; and expert witness and documentary fees. The Contractor agrees to impose the same obligations to cooperate with the Inspector General and retain records on any subcontractors used to provide goods or services under the Contract.

SECTION 6. MISCELLANEOUS.

6.1 Subcontractors.

The Contractor will not subcontract any work under the Contract without prior written consent of the Department. The Contractor is fully responsible for satisfactory completion of all its subcontracted work. The Department supports diversity in its procurements and contracts, and requests that the Contractor offer subcontracting opportunities to certified woman-, veteran-, and minority-owned small businesses. The

Contractor may contact the OSD at osdhelp@dms.myflorida.com for information on certified small business enterprises available for subcontracting opportunities.

6.2 Assignment.

The Contractor will not sell, assign, or transfer any of its rights, duties, or obligations under the Contract without the prior written consent of the Department. However, the Contractor may waive its right to receive payment and assign same upon notice to the Department. In the event of any assignment, the Contractor remains responsible for performance of the Contract, unless such responsibility is expressly waived by the Department. The Department may assign the Contract with prior written notice to the Contractor.

6.3 Independent Contractor.

The Contractor and its employees, agents, representatives, and subcontractors are independent contractors and not employees or agents of the State of Florida and are not entitled to State of Florida benefits. The Department and Customer will not be bound by any acts or conduct of the Contractor or its employees, agents, representatives, or subcontractors. The Contractor agrees to include this provision in all its subcontracts under the Contract.

6.4 Inspection and Acceptance of Commodities.

6.4.1 Risk of Loss.

Matters of inspection and acceptance are addressed in section 215.422, F.S. Until acceptance, risk of loss or damage will remain with the Contractor. The Contractor will be responsible for filing, processing, and collecting all damage claims. To assist the Contractor with damage claims, the Customer will: record any evidence of visible damage on all copies of the delivering carrier's bill of lading; report damages to the carrier and the Contractor; and provide the Contractor with a copy of the carrier's bill of lading and damage inspection report.

6.4.2 Rejected Commodities.

When a Customer rejects a commodity, Contractor will remove the commodity from the premises within ten (10) calendar days after notification of rejection, and the risk of loss will remain with the Contractor. Commodities not removed by the Contractor within ten (10) calendar days will be deemed abandoned by the Contractor, and the Customer will have the right to dispose of such commodities. Contractor will reimburse the Customer for costs and expenses incurred in storing or effecting removal or disposition of rejected commodities.

6.5 Safety Standards.

Performance of the Contract for all commodities or contractual services must comply with requirements of the Occupational Safety and Health Act and other applicable State of Florida and federal requirements.

6.6 Ombudsman.

A Vendor Ombudsman has been established within the Department of Financial Services. The duties of this office are found in section 215.422, F.S., which include disseminating information relative to prompt payment and assisting contractors in receiving their payments in a timely manner from a Customer. The Vendor Ombudsman may be contacted at (850) 413-5516.

6.7 Time is of the Essence.

Time is of the essence regarding every obligation of the Contractor under the Contract. Each obligation is deemed material, and a breach of any such obligation (including a breach resulting from untimely performance) is a material breach.

6.8 Waiver.

The delay or failure by the Department or the Customer to exercise or enforce any rights under the Contract will not constitute waiver of such rights.

6.9 Modification and Severability.

The Contract may only be modified by written agreement between the Department and the Contractor. Should a court determine any provision of the Contract is invalid, the remaining provisions will not be affected, and the rights and obligations of the Parties will be construed and enforced as if the Contract did not contain the provision held invalid.

6.10 Cooperative Purchasing.

Pursuant to their own governing laws, and subject to the agreement of the Contractor, governmental entities that are not Customers may make purchases under the terms and conditions contained herein, if agreed to by Contractor. Such purchases are independent of the Contract between the Department and the Contractor, and the Department is not a party to these transactions. Agencies seeking to make purchases under this Contract are required to follow the requirements of Rule 60A-1.045(5), F.A.C.

SECTION 7. LIABILITY AND INSURANCE.**7.1 Workers' Compensation Insurance.**

The Contractor shall maintain workers' compensation insurance as required under the Florida Workers' Compensation Law or the workers' compensation law of another jurisdiction where applicable. The Contractor must require all subcontractors to similarly provide workers' compensation insurance for all of the latter's employees. In the event work is being performed by the Contractor under the Contract and any class of employees performing the work is not protected under Workers' Compensation statutes, the Contractor must provide, and cause each subcontractor to provide, adequate insurance satisfactory to the Department, for the protection of employees not otherwise protected.

7.2 General Liability Insurance.

The Contractor must secure and maintain Commercial General Liability Insurance, including bodily injury, property damage, products, personal and advertising injury, and completed operations. This insurance must provide coverage for all claims that may arise from performance of the Contract or completed operations, whether by the Contractor or anyone directly or indirectly employed by the Contractor. Such insurance must include the State of Florida as an additional insured for the entire length of the resulting contract. The Contractor is responsible for determining the minimum limits of liability necessary to provide reasonable financial protections to the Contractor and the State of Florida under the resulting contract.

7.3 Florida Authorized Insurers.

All insurance shall be with insurers authorized and eligible to transact the applicable line of insurance business in the State of Florida. The Contractor shall provide Certification(s) of Insurance evidencing that all appropriate coverage is in place and showing the Department to be an additional insured.

7.4 Performance Bond.

Unless otherwise prohibited by law, the Department may require the Contractor to furnish, without additional cost to the Department, a performance bond or irrevocable letter of credit or other form of security for the satisfactory performance of work hereunder. The Department shall determine the type and amount of security.

7.5 Indemnification.

To the extent permitted by Florida law, the Contractor agrees to indemnify, defend, and hold the Customer and the State of Florida, its officers, employees, and agents harmless from all fines, claims, assessments, suits, judgments, or damages, including consequential, special, indirect, and punitive damages, including court costs and attorney's fees, arising from or relating to violation or infringement of a trademark, copyright, patent, trade secret, or intellectual property right or out of any acts, actions, breaches, neglect, or omissions of the Contractor, its employees, agents, subcontractors, assignees, or delegates related to the Contract, as well as for any determination arising out of or related to the Contract that the Contractor or Contractor's employees, agents, subcontractors, assignees, or delegates are not independent contractors in relation to the Customer. The Contract does not constitute a waiver of sovereign immunity or consent by the Customer or the State of Florida or its subdivisions to suit by third parties. Without limiting this indemnification, the Customer may provide the Contractor (1) written notice of any action or threatened action, (2) the opportunity to take over and settle or defend any such action at Contractor's sole expense, and (3) assistance in defending the action at Contractor's sole expense.

7.6 Limitation of Liability.

Unless otherwise specifically enumerated in the Contract or in the purchase order, neither the Department nor the Customer shall be liable for special, indirect, punitive, or consequential damages, including lost data or records (unless the Contract or purchase order requires the Contractor to back-up data or records), even if the Department or Customer has been advised that such damages are possible. Neither the Department nor the Customer shall be liable for lost profits, lost revenue, or lost institutional operating savings. The Department or Customer may, in addition to other remedies available to them at law or equity and upon notice to the Contractor, retain such monies from amounts due Contractor as may be necessary to satisfy any claim for damages, penalties, costs, and the like asserted by or against them. The State may set off any liability or other obligation of the Contractor or its affiliates to the State against any payments due the Contractor under any contract with the State.

SECTION 8. PUBLIC RECORDS, TRADE SECRETS, DOCUMENT MANAGEMENT, AND INTELLECTUAL PROPERTY.

8.1 Public Records.

8.1.1 Termination of Contract.

The Department may terminate the Contract for refusal by the Contractor to comply with this section by not allowing access to all public records, as defined in Chapter 119, F. S., made or received by the Contractor in conjunction with the Contract.

8.1.2 Statutory Notice.

Pursuant to section 119.0701(2)(a), F.S., for contracts for services with a contractor acting on behalf of a public agency, as defined in section 119.011(2), F.S., the following applies:

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT THE TELEPHONE NUMBER, EMAIL ADDRESS, AND MAILING ADDRESS PROVIDED IN THE RESULTING CONTRACT OR PURCHASE ORDER.

Pursuant to section 119.0701(2)(b), F.S., for contracts for services with a contractor acting on behalf of a public agency as defined in section 119.011(2), F.S., the Contractor shall:

- (a) Keep and maintain public records required by the public agency to perform the service.
- (b) Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, F.S., or as otherwise provided by law.
- (c) Ensure that public records that are exempt or confidential and exempt from public records disclosure are not disclosed except as authorized by law for the duration of the Contract term and following the completion of the Contract if the Contractor does not transfer the records to the public agency.
- (d) Upon completion of the Contract, transfer, at no cost, to the public agency all public records in possession of the Contractor or keep and maintain public records required by the public agency to perform the service. If the Contractor transfers all public records to the public agency upon completion of the Contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the Contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

8.2 Protection of Trade Secrets or Otherwise Confidential Information.

8.2.1 Contractor Designation of Trade Secrets or Otherwise Confidential Information. If the Contractor considers any portion of materials to be trade secret under section 688.002 or 812.081, F.S., or otherwise confidential under Florida or federal law, the Contractor must clearly designate that portion of the materials as trade secret or otherwise confidential when submitted to the Department. The Contractor will be

responsible for responding to and resolving all claims for access to Contract-related materials it has designated trade secret or otherwise confidential.

8.2.2 Public Records Requests.

If the Department receives a public records request for materials designated by the Contractor as trade secret or otherwise confidential under Florida or federal law, the Contractor will be responsible for taking the appropriate legal action in response to the request. If the Contractor fails to take appropriate and timely action to protect the materials designated as trade secret or otherwise confidential, the Department will provide the materials to the requester.

8.2.3 Indemnification Related to Confidentiality of Materials.

The Contractor will protect, defend, indemnify, and hold harmless the Department for claims, costs, fines, and attorney's fees arising from or relating to its designation of materials as trade secret or otherwise confidential.

8.3 Document Management.

The Contractor must retain sufficient documentation to substantiate claims for payment under the Contract and all other records, electronic files, papers, and documents that were made in relation to this Contract. The Contractor must retain all documents related to the Contract for five (5) years after expiration of the Contract or, if longer, the period required by the General Records Schedules maintained by the Florida Department of State available at the Department of State's Records Management website.

8.4 Intellectual Property.

8.4.1 Ownership.

Unless specifically addressed otherwise in the Contract, the State of Florida shall be the owner of all intellectual property rights to all property created or developed in connection with the Contract.

8.4.2 Patentable Inventions or Discoveries.

Any inventions or discoveries developed in the course, or as a result, of services in connection with the Contract that are patentable pursuant to 35 U.S.C. § 101 are the sole property of the State of Florida. Contractor must inform the Customer of any inventions or discoveries developed or made through performance of the Contract, and such inventions or discoveries will be referred to the Florida Department of State for a determination on whether patent protection will be sought. The State of Florida will be the sole owner of all patents resulting from any invention or discovery made through performance of the Contract.

8.4.3 Copyrightable Works.

Contractor must notify the Department or State of Florida of any publications, artwork, or other copyrightable works developed in connection with the Contract. All copyrights created or developed through performance of the Contract are owned solely by the State of Florida.

SECTION 9. DATA SECURITY.

The Contractor will maintain the security of State of Florida data including, but not limited to, maintaining a secure area around any displayed visible data and ensuring data is stored and secured when not in use. The Contractor and subcontractors will not perform any of the services from outside of the United States, and the Contractor will not allow any State of Florida data to be sent by any medium, transmitted, or accessed outside the United States due to Contractor's action or inaction. In the event of a security breach involving State of Florida data, the Contractor shall give notice to the Customer and the Department within one business day. "Security breach" for purposes of this section will refer to a confirmed event that compromises the confidentiality, integrity, or availability of data. Once a data breach has been contained, the Contractor must provide the Department with a post-incident report documenting all containment, eradication, and recovery measures taken. The Department reserves the right in its sole discretion to enlist a third party to audit Contractor's findings and produce an independent report, and the Contractor will fully cooperate with the third party. The Contractor will also comply with all HIPAA requirements and any other state and federal rules and regulations regarding security of information.

SECTION 10. GRATUITIES, LOBBYING, AND COMMUNICATIONS.

10.1 Gratuities.

The Contractor will not, in connection with this Contract, directly or indirectly (1) offer, give, or agree to give anything of value to anyone as consideration for any State of Florida officer's or employee's decision, opinion, recommendation, vote, other exercise of discretion, or violation of a known legal duty, or (2) offer, give, or agree to give to anyone anything of value for the benefit of, or at the direction or request of, any State of Florida officer or employee.

10.2 Lobbying.

In accordance with sections 11.062 and 216.347, F.S., Contract funds are not to be used for the purpose of lobbying the Legislature, the judicial branch, or the Department. Pursuant to section 287.058(6), F.S., the Contract does not prohibit the Contractor from lobbying the executive or legislative branch concerning the scope of services, performance, term, or compensation regarding the Contract after the Contract is executed and during the Contract term.

10.3 Communications.

10.3.1 Contractor Communication or Disclosure.

The Contractor shall not make any public statements, press releases, publicity releases, or other similar communications concerning the Contract or its subject matter or otherwise disclose or permit to be disclosed any of the data or other information obtained or furnished in compliance with the Contract, without first notifying the Customer's Contract Manager and securing the Customer's prior written consent.

10.3.2 Use of Customer Statements.

The Contractor shall not use any statement attributable to the Customer or its employees for the Contractor's promotions, press releases, publicity releases, marketing, corporate communications, or other similar communications, without first notifying the Customer's Contract Manager and securing the Customer's prior written consent.

SECTION 11. CONTRACT MONITORING.

11.1 Performance Standards.

The Contractor agrees to perform all tasks and provide deliverables as set forth in the Contract. The Department and the Customer will be entitled at all times, upon request, to be advised as to the status of work being done by the Contractor and of the details thereof.

11.2 Performance Deficiencies and Financial Consequences of Non-Performance.

11.2.1 Proposal of Corrective Action Plan.

In addition to the processes set forth in the Contract (e.g., service level agreements), if the Department or Customer determines that there is a performance deficiency that requires correction by the Contractor, then the Department or Customer will notify the Contractor. The correction must be made within a time-frame specified by the Department or Customer. The Contractor must provide the Department or Customer with a corrective action plan describing how the Contractor will address all performance deficiencies identified by the Department or Customer.

11.2.2 Retainage for Unacceptable Corrective Action Plan or Plan Failure.

If the corrective action plan is unacceptable to the Department or Customer, or implementation of the plan fails to remedy the performance deficiencies, the Department or Customer will retain ten percent (10%) of the total invoice amount. The retainage will be withheld until the Contractor resolves the performance deficiencies. If the performance deficiencies are resolved, the Contractor may invoice the Department or Customer for the retained amount. If the Contractor fails to resolve the performance deficiencies, the retained amount will be forfeited to compensate the Department or Customer for the performance deficiencies.

11.3 Performance Delay.

11.3.1 Notification.

The Contractor will promptly notify the Department or Customer upon becoming aware of any circumstances that may reasonably be expected to jeopardize the timely and successful completion (or delivery) of any commodity or contractual service. The Contractor will use commercially reasonable efforts to avoid or minimize any delays in performance and will inform the Department or the Customer of the steps the Contractor is taking or will take to do so, and the projected actual completion (or delivery) time. If the Contractor believes a delay in performance by the Department or the Customer has caused or will cause the Contractor to be unable to perform its obligations on time, the Contractor will promptly so notify the Department and use commercially reasonable efforts to perform its obligations on time notwithstanding the Department's delay.

11.3.2 Liquidated Damages.

The Contractor acknowledges that delayed performance will damage the Department/Customer, but by their nature such damages are difficult to ascertain. Accordingly, the liquidated damages provisions stated in the Contract documents will apply. Liquidated damages are not intended to be a penalty and are solely intended to compensate for damages.

11.4 Force Majeure, Notice of Delay, and No Damages for Delay.

The Contractor will not be responsible for delay resulting from its failure to perform if neither the fault nor the negligence of the Contractor or its employees or agents contributed to the delay, and the delay is due directly to fire, explosion, earthquake, windstorm, flood, radioactive or toxic chemical hazard, war, military hostilities, terrorism, civil emergency, embargo, riot, strike, violent civil unrest, or other similar cause wholly beyond the Contractor's reasonable control, or for any of the foregoing that affect subcontractors or suppliers if no alternate source of supply is available to the Contractor. The foregoing does not excuse delay which could have been avoided if the Contractor implemented any risk mitigation required by the Contract. In case of any delay the Contractor believes is excusable, the Contractor will notify the Department in writing of the delay or potential delay and describe the cause of the delay either (1) within ten (10) calendar days after the cause that created or will create the delay first arose, if the Contractor could reasonably foresee that a delay could occur as a result, or (2) if delay is not reasonably foreseeable, within five (5) calendar days after the date the Contractor first had reason to believe that a delay could result. The foregoing will constitute the Contractor's sole remedy or excuse with respect to delay. Providing notice in strict accordance with this paragraph is a condition precedent to such remedy. No claim for damages will be asserted by the Contractor. The Contractor will not be entitled to an increase in the Contract 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 paragraph, after the causes have ceased to exist the Contractor will perform at no increased cost, unless the Department determines, in its sole discretion, that the delay will significantly impair the value of the Contract to the State of Florida or to Customers, in which case the Department may (1) accept allocated performance or deliveries from the Contractor, provided that the Contractor grants preferential treatment to Customers and the Department with respect to commodities or contractual services subjected to allocation, or (2) purchase from other sources (without recourse to and by the Contractor for the related costs and expenses) to replace all or part of the commodity or contractual services that are the subject of the delay, which purchases may be deducted from the Contract quantity, or (3) terminate the Contract in whole or in part.

SECTION 12. CONTRACT AUDITS.

12.1 Performance or Compliance Audits.

The Department may conduct or have conducted performance and/or compliance audits of the Contractor and subcontractors as determined by the Department. The Department may conduct an audit and review all the Contractor's and subcontractors' data and records that directly relate to the Contract. To the extent necessary to verify the Contractor's fees and claims for payment under the Contract, the Contractor's agreements or contracts with subcontractors, partners, or agents of the Contractor, pertaining to the Contract, may be inspected by the Department upon fifteen (15) calendar days' notice, during normal working hours and in accordance with the Contractor's facility access procedures where facility access is required. Release statements from its subcontractors, partners, or agents are not required for the Department or its designee to conduct compliance and performance audits on any of the Contractor's contracts relating to this Contract. The Inspector General, in accordance with section 5.6, the State of Florida's Chief Financial Officer, the Office of the Auditor General also have authority to perform audits and inspections.

12.2 Payment Audit.

Records of costs incurred under terms of the Contract will be maintained in accordance with section 8.3 of these Special Contract Conditions. Records of costs incurred will include the Contractor's general accounting records, together with supporting documents and records of the Contractor and all subcontractors performing work, and all other records of the Contractor and subcontractors considered necessary by the Department, the State of Florida's Chief Financial Officer, or the Office of the Auditor General.

SECTION 13. BACKGROUND SCREENING AND SECURITY.

13.1 Background Check.

The Department or Customer may require the Contractor to conduct background checks of its employees, agents, representatives, and subcontractors as directed by the Department or Customer. The cost of the background checks will be borne by the Contractor. The Department or Customer may require the Contractor to exclude the Contractor's employees, agents, representatives, or subcontractors based on the background check results. In addition, the Contractor must ensure that all persons have a responsibility to self-report to the Contractor within three (3) calendar days any arrest for any disqualifying offense. The Contractor must notify the Contract Manager within twenty-four (24) hours of all details concerning any reported arrest. Upon the request of the Department or Customer, the Contractor will re-screen any of its employees, agents, representatives, and subcontractors during the term of the Contract.

13.2 E-Verify.

The Contractor must use the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired during the term of the Contract for the services specified in the Contract. The Contractor must also include a requirement in subcontracts that the subcontractor must utilize the E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the Contract term. In order to implement this provision, the Contractor must provide a copy of its DHS Memorandum of Understanding (MOU) to the Contract Manager within five (5) calendar days of Contract execution. If the Contractor is not enrolled in DHS E-Verify System, it will do so within five (5) calendar days of notice of Contract award and provide the Contract Manager a copy of its MOU within five (5) calendar days of Contract execution. The link to E-Verify is <https://www.uscis.gov/e-verify>. Upon each Contractor or subcontractor new hire, the Contractor must provide a statement within five (5) calendar days to the Contract Manager identifying the new hire with its E-Verify case number.

13.3 Disqualifying Offenses.

If at any time it is determined that a person has been found guilty of a misdemeanor or felony offense as a result of a trial or has entered a plea of guilty or nolo contendere, regardless of whether adjudication was withheld, within the last six (6) years from the date of the court's determination for the crimes listed below, or their equivalent in any jurisdiction, the Contractor is required to immediately remove that person from any position with access to State of Florida data or directly performing services under the Contract. The disqualifying offenses are as follows:

- (a) Computer related crimes;
- (b) Information technology crimes;

- (c) Fraudulent practices;
- (d) False pretenses;
- (e) Frauds;
- (f) Credit card crimes;
- (g) Forgery;
- (h) Counterfeiting;
- (i) Violations involving checks or drafts;
- (j) Misuse of medical or personnel records; and
- (k) Felony theft.

13.4 Confidentiality.

The Contractor must maintain confidentiality of all confidential data, files, and records related to the commodities or contractual services provided pursuant to the Contract and must comply with all state and federal laws, including, but not limited to sections 381.004, 384.29, 392.65, and 456.057, F.S. The Contractor's confidentiality procedures must be consistent with the most recent version of the Department security policies, protocols, and procedures. The Contractor must also comply with any applicable professional standards with respect to confidentiality of information.

SECTION 14. WARRANTY OF CONTRACTOR'S ABILITY TO PERFORM.

The Contractor warrants that, to the best of its knowledge, there is no pending or threatened action, proceeding, or investigation, or any other legal or financial condition, that would in any way prohibit, restrain, or diminish the Contractor's ability to satisfy its Contract obligations. The Contractor warrants that neither it nor any affiliate is currently on the Suspended Vendor List, Convicted Vendor List, or the Discriminatory Vendor List, or on any similar list maintained by any other state or the federal government. The Contractor shall immediately notify the Department in writing if its ability to perform is compromised in any manner during the term of the Contract.



ADDITIONAL SPECIAL CONTRACT CONDITIONS EXHIBIT F

A. Special Contract Conditions revisions: the corresponding subsections of the Special Contract Conditions referenced below are replaced in their entirety with the following:

2.2 Renewal.

Upon written agreement, the Department and the Contractor may renew the Contract in whole or in part only as set forth in the Contract documents, and in accordance with section 287.057(14), F.S.

3.7 Transaction Fees.

The State of Florida, through the Department of Management Services, has instituted MyFloridaMarketPlace, a statewide eProcurement system pursuant to section 287.057(24), F.S. All payments issued by Customers to registered Vendors for purchases of commodities or contractual services will be assessed Transaction Fees as prescribed by rule 60A-1.031, F.A.C., or as may otherwise be established by law. Vendors must pay the Transaction Fees and agree to automatic deduction of the Transaction Fees when automatic deduction becomes available. Vendors will submit any monthly reports required pursuant to the rule. All such reports and payments will be subject to audit. Failure to comply with the payment of the Transaction Fees or reporting of transactions will constitute grounds for declaring the Vendor in default and subject the Vendor to exclusion from business with the State of Florida.

5.1 Conduct of Business.

The Contractor must comply with all laws, rules, codes, ordinances, and licensing requirements that are applicable to the conduct of its business, including those of federal, state, and local agencies having jurisdiction and authority. For example, the Contractor must comply with section 274A of the Immigration and Nationality Act, the Americans with Disabilities Act, Health Insurance Portability and Accountability Act, if applicable, and all prohibitions against discrimination on the basis of race, religion, sex, creed, national origin, handicap, marital status, or veteran's status. The provisions of subparagraphs 287.058(1)(a)-(c) and (g), F.S., are hereby incorporated by reference.

Nothing contained within this Contract shall be construed to prohibit the Contractor from disclosing information relevant to performance of the Contract or purchase order to members or staff of the Florida Senate or Florida House of Representatives.

Pursuant to section 287.057(26), F.S., the Contractor shall answer all questions of, and ensure a representative will be available to, a continuing oversight team.

The Contractor will comply with all applicable disclosure requirements set forth in section 286.101, F.S. In the event the Department of Financial Services issues the Contractor a final order determining a third or subsequent violation pursuant to section 286.101(7)(c), F.S., the

Contractor shall immediately notify the Department and applicable Customers and shall be disqualified from Contract eligibility.

5.4 Convicted, Discriminatory, Antitrust Violator, and Suspended Vendor Lists.

In accordance with sections 287.133, 287.134, and 287.137, F.S., the Contractor is hereby informed of the provisions of sections 287.133(2)(a), 287.134(2)(a), and 287.137(2)(a), F.S. For purposes of this Contract, a person or affiliate who is on the Convicted Vendor List, the Discriminatory Vendor List, or the Antitrust Violator Vendor List may not perform work as a contractor, supplier, subcontractor, or consultant under the Contract. The Contractor must notify the Department if it or any of its suppliers, subcontractors, or consultants have been placed on the Convicted Vendor List, the Discriminatory Vendor List, or the Antitrust Violator Vendor List during the term of the Contract.

In accordance with section 287.1351, F.S., a vendor placed on the Suspended Vendor List may not enter into or renew a contract to provide any goods or services to an agency after its placement on the Suspended Vendor List.

A firm or individual placed on the Suspended Vendor List pursuant to section 287.1351, F.S., the Convicted Vendor List pursuant to section 287.133, F.S., the Antitrust Violator Vendor List pursuant to section 287.137, F.S., or the Discriminatory Vendor List pursuant to section 287.134, F.S., is immediately disqualified from Contract eligibility.

5.6 Cooperation with Inspector General and Records Retention.

Pursuant to section 20.055(5), F.S., the Contractor understands and will comply with its duty to cooperate with the Inspector General in any investigation, audit, inspection, review, or hearing. Upon request of the Inspector General or any other authorized State official, the Contractor must provide any information the Inspector General deems relevant. Such information may include, but will not be limited to, the Contractor's business or financial records, documents, or files of any type or form that refer to or relate to the Contract. The Contractor will retain such records for the longer of five years after the expiration or termination of the Contract, or the period required by the General Records Schedules maintained by the Florida Department of State, at the Department of State's Records Management website. The Contractor agrees to reimburse the State of Florida for the reasonable costs of investigation incurred by the Inspector General or other authorized State of Florida official for investigations of the Contractor's compliance with the terms of this or any other agreement between the Contractor and the State of Florida which results in the suspension or debarment of the Contractor. Such costs will include but will not be limited to: salaries of investigators, including overtime; travel and lodging expenses; and expert witness and documentary fees. The Contractor agrees to impose the same obligations to cooperate with the Inspector General and retain records on any subcontractors used to provide goods or services under the Contract.

8.1.1 Termination of Contract.

The Department may terminate the Contract for refusal by the Contractor to comply with this section by not allowing access to all public records, as defined in Chapter 119, F.S., made or received by the Contractor in conjunction with the Contract unless the records are exempt from s. 24(a) of Art. I of the State Constitution and section 119.071(1), F.S.

8.1.2 Statutory Notice.

Pursuant to section 119.0701(2)(a), F.S., for contracts for services with a contractor acting on behalf of a public agency, as defined in section 119.011(2), F.S., the following applies:

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE DEPARTMENT'S CUSTODIAN OF PUBLIC RECORDS AT PUBLICRECORDS@DMS.FL.GOV, (850) 487-1082 OR 4050 ESPLANADE WAY, SUITE 160, TALLAHASSEE, FLORIDA 32399-0950.

Pursuant to section 119.0701(2)(b), F.S., for contracts for services with a contractor acting on behalf of a public agency as defined in section 119.011(2), F.S., the Contractor shall:

- (a) Keep and maintain public records required by the public agency to perform the service.
- (b) Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, F.S., or as otherwise provided by law.
- (c) Ensure that public records that are exempt or confidential and exempt from public records disclosure are not disclosed except as authorized by law for the duration of the Contract term and following the completion of the Contract if the Contractor does not transfer the records to the public agency.
- (d) Upon completion of the Contract, transfer, at no cost, to the public agency all public records in possession of the Contractor or keep and maintain public records required by the public agency to perform the service. If the Contractor transfers all public records to the public agency upon completion of the Contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the Contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

12.1 Performance or Compliance Audits.

The Department may conduct or have conducted performance and/or compliance audits of the Contractor and subcontractors as determined by the Department. The Department may conduct an audit and review all the Contractor's and subcontractors' data and records that directly relate to the Contract. To the extent necessary to verify the Contractor's fees and claims for payment under the Contract, the Contractor's agreements or contracts with subcontractors, partners, or agents of the Contractor, pertaining to the Contract, may be inspected by the Department upon fifteen (15) calendar days' notice, during normal working hours and in accordance with the Contractor's facility access procedures where facility access is required. Release statements from its subcontractors, partners, or agents are not required for the Department or its designee to conduct compliance and performance audits on any of the Contractor's contracts relating to this Contract. The Inspector General, in accordance with section 5.6, the State of Florida's Chief Financial Officer, and the Office of the Auditor General shall also have authority to perform audits and inspections.

13.2 E-Verify.

The Contractor and its subcontractors have an obligation to utilize the U.S. Department of Homeland Security's (DHS) E-Verify system for all newly hired employees in accordance with section 448.095, F.S. By executing this Contract, the Contractor certifies that it is registered with, and uses, the E-Verify system for all newly hired employees in accordance with section 448.095, F.S. The Contractor must obtain an affidavit from its subcontractors in accordance with paragraph (2)(b) of section 448.095, F.S., and maintain a copy of such affidavit for the duration of the Contract. The Contractor shall provide a copy of its DHS Memorandum of Understanding (MOU) to the Department's Contract Manager within five days of Contract execution.

This section serves as notice to the Contractor regarding the requirements of section 448.095, F.S., specifically sub-paragraph (2)(c)1, and the Department's obligation to terminate the Contract if it has a good faith belief that the Contractor has knowingly violated section 448.09(1), F.S. If terminated for such reason, the Contractor will not be eligible for award of a public contract for at least one year after the date of such termination. The Department will promptly notify the Contractor and order the immediate termination of the contract between the Contractor and a subcontractor performing work on its behalf for this Contract should the Department have a good faith belief that the subcontractor has knowingly violated section 448.09(1), F.S.

B. Special Contract Conditions additions: the following subsection is added to the Special Contract Conditions:

12.3 Document Inspection.

In accordance with section 216.1366, F.S., the Department or a state agency is authorized to inspect the: (a) financial records, papers, and documents of the Contractor that are directly related to the performance of the Contract or the expenditure of state funds; and (b) programmatic records, papers, and documents of the Contractor which the Department or state agency determines are necessary to monitor the performance of the Contract or to ensure that the terms of the Contract are being met. The Contractor shall provide such records, papers, and documents requested by the Department or a state agency within 10 Business Days after the request is made.



CONTRACT AMENDMENT NO. 1

Contract No.: 46000000-21-STC
Contract Name: Defense Products

This Contract Amendment to Contract No. 46000000-21-STC (“Contract”) is made by and between the State of Florida, Department of Management Services (“Department”) and Lawmen’s and Shooters’ Supply, Inc. (“Contractor”), with its principal place of business located at 701 Columbia Blvd, Titusville, FL 32780, collectively referred to herein as the “Parties.”

WHEREAS the Parties entered into Contract No. 46000000-21-STC on October 1, 2021, for the provision of Defense Products; and

WHEREAS the Parties agreed that the Contract may be amended by mutual agreement as provided in Section 6.9, Modification and Severability, of Exhibit B, Special Contract Conditions.

ACCORDINGLY, and in consideration of the mutual promises contained in the Contract documents, the Parties agree as follows:

I. Contract Amendment. The Contract shall be amended as follows:

a. The definition for Net Price, in Exhibit A, Scope of Work, Section 1, Definitions is hereby removed and replaced in its entirety as follows:

Net Price – The final price paid by the Customer after applying the applicable discount for the Group, Manufacturer/Brand, and contract term, as shown on the Contractor’s submitted Product Group Discount Sheet, Attachment C. In addition to the Net Price, the Customer is also responsible for all shipping and freight charges.

b. Exhibit A, Scope of Work, Section 3.2, Preparation for Delivery is hereby removed and replaced in its entirety as follows:

3.2 Preparation for Delivery

All Products shall be packaged and prepared to ensure safe delivery to the Customer’s identified destination at the lowest rates, based on Customer’s requested shipping method and timeframes. The Customer is responsible for all shipping and freight charges.

Packaging shall comply with all applicable laws, including the requirements of section 403.7191, F.S. Due to the nature of the Products that are provided under this Contract, Contractors must ensure that Products are delivered only to authorized Customer representatives and are securely packaged, with precautions taken to prevent accidental

spills, discharge, breakage, or misdelivery to unauthorized individual(s). Title and risk of loss or damage to all Commodities shall be the responsibility of the Contractor until accepted by the Customer in accordance with this Contract.

Each container shall be marked to include a description of the Product, the name of the Contractor, and the State's Contract and purchase order numbers.

c. Section 15, MSRP List and Product Adjustments, of Exhibit A, Scope of Work is hereby removed and replaced in its entirety:

15. MSRP List and MSRP List Adjustments

The Contractor shall submit and maintain a current and complete MSRP List for each awarded Group and Manufacturer/Brand. The MSRP List is subject to the Department's approval. The MSRP List shall include the following for each Commodity: Manufacturer/ Brand Model Number, Manufacturer/Brand Product Description (to include Ammunition Specification for Groups 7, 8, and 9), and MSRP. Include a cover page, which shall list the applicable Group, Manufacturer/Brand, and MSRP List date. The Department shall be the final arbiter of MSRPs if a Contractor's pricing differs from the published MSRPs. The Contractor shall be responsible for removing all non-eligible and unacceptable Commodities under the Contract from the Contractor's MSRP List.

The Contractor may add Products to the MSRP List at any time during the life of the Contract by submitting a complete and revised MSRP List. Products added must be from a Group, Manufacturer/Brand, and Ammunition Specification (for Groups 7, 8, and 9) for which the Contractor received an award. The Contractor shall be responsible for removing all noneligible and unacceptable Commodities under the Contract from the Contractor's MSRP List.

Revised MSRP Lists, regardless of whether the Contractor is adding Products or updating MSRPs for existing Products, must be accompanied by a revised product sheet, as described in the Product Sheet and Product Sheet Adjustments section of the Scope of Work, as well as a list of all changes made from the previously submitted version of the MSRP List.

d. Exhibit A, Scope of Work, Section 17, Price Sheet and Price Adjustments, is hereby removed and replaced in its entirety as follows:

17. Product Sheet and Product Sheet Adjustments

The Contractor shall submit a complete product sheet to include all Commodities for each Group, Manufacturer/Brand, and Ammunition Specification (for Groups 7, 8, and 9) for which the Contractor received an award. The Commodities listed on the product sheet must match the Commodities listed on the MSRP List. The product sheet is subject to the Department's approval. The product sheet shall be provided in Excel format and include a separate tab for each Group. Each tab shall include, at minimum, the following information for each Commodity offered under that Group:

- Manufacturer/Brand (as shown on the Product Group Discount Sheet);

- Model number or other identifier that Customers can use to locate the Commodity on the Manufacturer's website;
- Description (to include Ammunition Specification for Groups 7, 8, and 9);
- MSRP (as shown on the current MSRP List);
- Discount (as shown on the Product Group Discount Sheet for the Group, Manufacturer/Brand, and, for Groups 7, 8, and 9, Ammunition Specification); and
- Net Price to the Customer.

The discount provided will apply to all Products of a given Manufacturer/Brand and Ammunition Specification (for Groups 7, 8, and 9) within a Group. Prices for new Products added during the Contract period shall be based on the MSRP and the discount shown on the Product Group Discount Sheet for the applicable Group, Manufacturer/Brand, Ammunition Specification (for Groups 7, 8, and 9), and current Contract term (initial or renewal term). All products offered for a Manufacturer/Brand within each awarded Product Group (Groups 1-6) shall be available for purchase by Customers at the applicable discount provided within the Product Group Discount Sheet.

The Contractor may add Products to the product sheet at any time during the life of the Contract by submitting a complete and revised product sheet. Products added must be from a Group, Manufacturer/Brand, and Ammunition Specification (for Groups 7, 8, and 9) for which the Contractor received an award. The Contractor shall be responsible for removing all noneligible and unacceptable Commodities under the Contract from the Contractor's product sheet.

Revised product sheets, regardless of whether the Contractor is adding Products or updating MSRPs and Net Prices for existing Products, must be accompanied by a revised MSRP List, as described in the MSRP List and Product Adjustments section, as well as a list of all changes made from the previously submitted version of the product sheet. The Department will not consider any request to decrease the MSRP discount for any awarded Product.

e. Exhibit G, Product Sheet, attached hereto and incorporated herein by reference, is added to the Contract.

f. All references to the term "Price Sheet" throughout the Contract are hereby amended to read "Product Sheet."

g. Contract Section III., Contract, is hereby removed and replaced in its entirety as follows:

III. Contract.

As used in this document, "Contract" (whether or not capitalized) shall, unless the context requires otherwise, include this document and all incorporated Attachments, which set forth the entire understanding of the Parties and supersedes all prior agreements. All modifications to this Contract must be in writing and signed by all Parties. All Attachments listed below are incorporated in their entirety into, and form part of, this Contract. The Contract document and Attachments shall have priority in the following order:

- a) This Contract document
- b) Exhibit A, Scope of Work
- c) Exhibit F, Additional Special Contract Conditions
- d) Exhibit B, Special Contract Conditions
- e) Exhibit G, Product Sheet
- f) Exhibit C, Discount Sheet
- g) Exhibit D, MSRP List
- h) Exhibit E, Preferred Pricing Affidavit

h. Exhibit B, Special Contract Conditions, Section 5.4, Suspended, Convicted, and Discriminatory Vendor Lists, is hereby removed and replaced in its entirety as follows:

5.4 Suspended, Convicted, Discriminatory, and Antitrust Violator Vendor Lists.

In accordance with sections 287.042, 287.133, 287.134, and 287.137, F.S., an entity or affiliate who is on the Suspended Vendor List, Convicted Vendor List, Discriminatory Vendor List, or Antitrust Violator Vendor List may not perform work as a contractor, supplier, subcontractor, or consultant under the Contract. The Contractor must notify the Department if it or any of its suppliers, subcontractors, or consultants have been placed on the Suspended Vendor List, Convicted Vendor List, Discriminatory Vendor List, or Antitrust Violator Vendor List during the term of the Contract.

i. Exhibit B, Special Contract Conditions, Section 12.3, Inspection of Records, Papers, and Documents, is hereby added as follows:

12.3 Inspection of Records, Papers, and Documents.

In accordance with section 216.1366, F.S., the Department is authorized to inspect the: (a) financial records, papers, and documents of the Contractor that are directly related to the performance of the Contract or the expenditure of state funds; and (b) programmatic records, papers, and documents of the Contractor which the Department determines are necessary to monitor the performance of the Contract or to ensure that the terms of the Contract are being met. The Contractor shall provide such records, papers, and documents requested by the Department within 10 Business Days after the request is made.

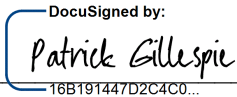
II. Warranty of Authority. Each person signing this Amendment warrants that he or she is duly authorized to do so and to bind the respective party.

III. Conflict. Except as expressly amended and supplemented by this Amendment, the terms and conditions of the Contract will remain in effect unchanged. If and to the extent that any inconsistency may appear between the Contract and this Amendment, the provisions of this Amendment shall control.

IV. Effect. Unless otherwise modified by this Amendment, all terms and conditions contained in the Contract shall continue in full force and effect. This Amendment is effective when signed by both Parties.

IN WITNESS WHEREOF, the Parties have executed this Amendment by their duly authorized representatives.

State of Florida:
Department of Management Services

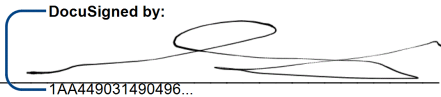
By:  DocuSigned by:
16B191447D2C4C0...

Name: Patrick Gillespie

Title: Deputy Secretary of Business Operations

Date: 4/13/2023 | 3:12 PM EDT

Contractor:
Lawmen's and Shooters' Supply, Inc.

By:  DocuSigned by:
1AA449031490496...

Name: Chris Goins

Title: Director of Contracts

Date: 4/6/2023 | 3:57 PM EDT



CONTRACT AMENDMENT NO.: 2

Contract No.: 46000000-21-STC

Contract Name: Defense Products

This Contract Amendment to Contract No. 46000000-21-STC ("Contract") is made by the State of Florida, Department of Management Services ("Department") and Lawmen's and Shooters' Supply, Inc. ("Contractor"), with its principal place of business located at 701 Columbia Blvd Titusville, FL 32780 collectively referred to herein as the "Parties."

WHEREAS the Parties entered into the Contract which became effective on October 1, 2021, for the provision of Defense Products;

WHEREAS the Parties agree to renew the Contract as provided for in Exhibit B, Special Contract Conditions, subsection 2.2, Renewal; and

WHEREAS the Parties agreed that the Contract may be amended by mutual agreement as provided in Exhibit B, Special Contract Conditions, subsection 6.9, Modification and Severability.

ACCORDINGLY, and in consideration of the mutual promises contained in the Contract documents, the Parties agree as follows:

I. Contract Amendment. The Contract shall be amended as follows:

a. Section 8, Quarterly Sales Reports of Exhibit A, Scope of Work is hereby deleted in its entirety and replaced with the following:

8 Quarterly Sales Reports. The Contractor shall submit Quarterly Sales Reports in the manner and format required by the Department within 30 calendar days after the close of each State fiscal quarter (the State's fiscal quarters close on September 30, December 31, March 31, and June 30).

[The Quarterly Sales Report template can be found here: Quarterly Sales Report Format / Vendor Resources / State Purchasing / Business Operations / Florida Department of Management Services - DMS \(myflorida.com\).](#) Initiation and submission of the most recent version of the Quarterly Sales Report posted on the DMS website is the responsibility of the Contractor without prompting or notification from the Department. Sales will be reviewed on a quarterly basis. If no sales are recorded in two consecutive quarters, the Contractor may be placed on probationary status, or the Department may terminate the Contract. Failure to provide the Quarterly Sales Report, or other reports requested by the Department, will result in the imposition of financial consequences and may result in the Contractor being found in default and the termination of the Contract.



CONTRACT AMENDMENT NO.: 2
Contract No.: 46000000-21-STC
Contract Name: Defense Products

b. Exhibit F, Additional Special Contract Conditions, is hereby deleted and replaced in its entirety with the attached Exhibit F, Additional Special Contract Conditions.

II. Contract Renewal. The Contract is renewed for a period of three years pursuant to the same terms and conditions of the contract and any executed written amendments, with a new Contract expiration date of September 30, 2027.

III. Warranty of Authority. Each person signing this Amendment warrants that he or she is duly authorized to do so and to bind the respective party.

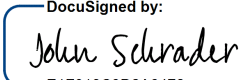
IV. Conflict. To the extent any of the terms of this Amendment conflict with the terms of the Contract, the terms of this Amendment shall control.

V. Effect. Unless otherwise modified by this Amendment, all terms and conditions contained in the Contract shall continue in full force and effect. This Amendment is effective when signed by both Parties.

IN WITNESS WHEREOF, the Parties have executed this Amendment by their duly authorized representatives.

State of Florida:
Department of Management Services

Contractor:
Lawmen's and Shooters' Supply, Inc.

By: 
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By: 
0462756592AE4B1...

Name: Pedro Allende
Title: Secretary

Name: Wendy Sullivan
Title: Finance Supervisor

Date: 3/26/2024 | 1:57 PM EDT

Date: 3/26/2024 | 10:00 AM EDT