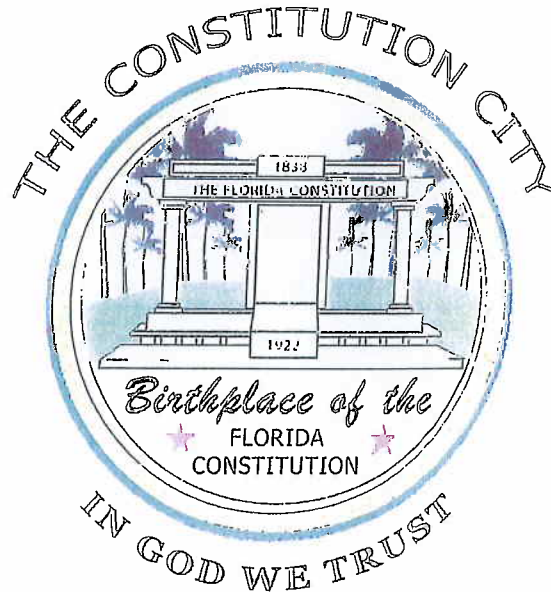


February 19, 2013

Regular Public Meeting
6:00 p.m.

Commission Chamber
City Hall
Port St. Joe, Florida



City of Port St. Joe

Mel Magidson, Mayor-Commissioner
Bill Kennedy, Commissioner, Group I
Bo Patterson, Commissioner, Group II
Phil McCroan, Commissioner, Group III
Rex Buzzett, Commissioner, Group IV

[All persons are invited to attend these meetings. Any person who decides to appeal any decision made by the Commission with respect to any matter considered at said meeting will need a record of the proceedings, and for such purpose 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. The Board of City Commission of the City of Port St. Joe, Florida will not provide a verbatim record of this meeting.]

BOARD OF CITY COMMISSION

Regular Public Meeting

6:00 p.m.

City Hall

Commission Chamber

Tuesday February 19, 2013

Call to Order

Consent Agenda

Minutes

- Regular Meeting 2/5/13

Pages 1-5

City Attorney

- Update

Old Business

- Lighthouse- Update
 - Project Manager
- RESTORE Act Committee- Update
- Chipola Pump Motor- Update
- Centennial Celebration- Update
- Water Study- Update
- Tree Removal, Fresh Water Canal- Update
- Marvin Ave. Water Line Replacement- Update

New Business

- TDC Update- Jennifer Jenkins
- Small Business Development Center- Quen Lamb
- Proposed RESTORE Act Application- Minnie Likely
- Proposal for Continuing Contract – Architectural/Engineering Services
- NFWFMD- Stormwater Improvements
- EDC/Chamber Funding
- Hwy 98 & First Street Intersection- FDOT Report

Page 6

Pages 7-36

Page 37

Page 38

Pages 39-44

Public Works

- Update

Surface Water Plant

- Update

Waste Water Plant

- Update

City Engineer

- Headworks and Sprayfield- Update
- Water Distribution Phase I- Update

Code Enforcement

- Update

Page 45

Police Department

- Update

PSJRA

- MLK Sidewalk Project- Proposed Public Hearing Date
- Office Location- Update
- Final Deliverable for BayPark Grant
- Provisional PSJRA Directors- Request approval for (2) new provisional members
- RFQ 2013-01, Lighthouse Film Documentary- Update
- PSJRA Minutes

Pages 46-50

City Clerk

- Update

Citizens to be Heard

Discussion Items by Commissioners

Motion to Adjourn

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD IN THE
COMMISSION CHAMBER AT CITY HALL, February 5, 2013, AT 6:00 P.M.**

The following were present: Mayor Magidson, Commissioners Buzzett, McCroan, and Patterson. City Manager Jim Anderson, City Clerk Charlotte Pierce and City Attorney Tom Gibson were also present. Commissioner Kennedy was absent.

CONSENT AGENDA

Eighteen Gulf County Students Working Against Tobacco (SWAT) made a presentation to the Commission on the dangers of tobacco use. A Motion was made by Commissioner McCroan, second by Commissioner Patterson, to read Resolution 2013-02 by title only. All in Favor; Motion carried 4-0. Attorney Gibson read Resolution 2013-02 by title only. A Motion was made by Commissioner Patterson, second by Commissioner McCroan, to adopt Resolution 2013-02. All In Favor; Motion carried 4-0.

Minutes

A Motion was made by Commissioner Buzzett, second by Commissioner McCroan, to approve the Bay Park Workshop and Regular Meeting Minutes of January 15, 2013, and the Bay Park Focus Group Special Meeting of January 22, 2013. All in Favor; Motion carried 4-0.

CITY ATTORNEY – Tom Gibson

Mr. Gibson shared that funds may be available through the Department of Economic Opportunity to help with economic development. When the Port Master Plan is updated, the Port Authority will be applying for funding to offset the cost of updating their plan. Mr. Gibson also requested that the City see if funding is available to update our Comprehensive Plan to include the Port Master Plan.

The Gulf County Board of County Commissioners (GCBCC) has requested that the Port St. Joe Redevelopment Agency vacate their office space in the TDC Building. Per the Lease for the TDC Building, the City of Port St. Joe provides insurance on the building and covers the ground maintenance in return for office space for the Port St. Joe Redevelopment Agency (PSJRA). Mr. Gibson is working with GCBCC Attorney Jeremy Novak for compensation to relocate the PSJRA Office.

CITY MANAGER'S REPORT

Old Business

Lighthouse Update

Mayor Magidson shared that the City will be receiving constructive possession of the Cape San Blas Lighthouse, two keeper's quarters and the oil house within the week.

Fund raising efforts will begin immediately and Mayor Magidson will be contacting David Hull for suggestions on how to maximize fund raising efforts.

A Motion was made by Commissioner Buzzett, second by Commissioner Patterson, to advertise a Request For Qualifications for a project manager for the moving of the lighthouse and additional structures. All in Favor; Motion carried 4-0.

Commissioner Buzzett requested that the Bay Park Project be pigeonholed until the lighthouse move has been completed and the structures are in their new location. He asked that the proposed site to locate the lighthouse be accepted pending permit approval and allow the Port St. Joe Redevelopment Agency to complete the necessary grant requirements internally. A motion was made by Commissioner Buzzett, second by Commissioner McCroan, to pigeonhole the project. All in Favor; Motion carried 4-0.

RESTORE Act Committee

Mr. Anderson reported that the Committee met today, there are still no rules or regulations from the state or federal levels and the Committee is reviewing pre-applications. The seven projects being submitted by the City will be presented at their meeting next week.

Chipola Pump Motor

Mr. Anderson shared that we are waiting on delivery of the pump.

Centennial Celebration

Mayor Magidson related that there is a meeting tomorrow, plans are progressing, and asked for suggestions for items to be included in the time capsule.

Water Study

The kick-off meeting for the Port St. Joe Distribution System Profile and Pilot Study was held on January 21, 2013 with the following: City – Jim Anderson, John Grantland, Larry McClamma, Lynn Todd and Kevin Pettis; Preble-Rish – Philip Jones, Clay Smallwood and Willie Payne; CDM David Kozan and by phone Amour Atassi. This meeting provided history of the plant and the issues the City is having. Resolving these issues will be a lengthy process but efforts are being combined to reach resolution.

Tree Removal, Fresh Water Canal

The trees are being removed to improve the water quality in the canal area. Mr. Gibson is waiting on a contract from Mr. Whitfield.

Rate Study

Burton and Associates have agreed to accept the budgeted amount of \$14,300 for the study. Their staff will be here for a site visit with City staff on March 28, 2013, and on April 11, 2013, a follow up conference call meeting will be held.

CDBG North Port St. Joe Water Improvements

A Motion was made by Commissioner Patterson, second by Commissioner Buzzett, authorizing Mayor Magidson to sign documents for the City and to enter into the grant for the project. All in Favor; Motion carried 4-0.

New Business

Marvin Avenue Water Line Replacement, Request to Bid Materials

Marvin Avenue is part of the Phase II Water Line Replacement Project. There is approximately \$95,000 remaining from Phase I and pending approval from SRF, City Staff would like to make replacement of the Marvin Avenue Water Line and three service lines between Allen Memorial Way and St. Joseph Drive a test project. Staff feels that there will be a savings of over \$52,000 on the Marvin Avenue segment and approximately \$7,000 on the three connections. By doing the work, the remaining funds could be used for another section of Phase II. A Motion was made by Commissioner Patterson, second by Commissioner Buzzett, to approve the test project. All in Favor; Motion carried 4-0.

Gulf Coast Hope Center

Reverend Joe Atkinson and Matt Scoggins provided an update on the Gulf Coast Hope Center and shared several of their success stories in helping individuals. Mayor Magidson expressed his

appreciation to Mr. Scoggins for keeping his word about the Center and thanked the gentlemen for their report.

Public Works – John Grantland

Mr. Grantland reported that flushing had been completed from First Street to Sacred Heart Hospital. City Staff noted that water has been of better quality and had a higher velocity than last year. Flushing in North Port St. Joe and Oak Grove should be completed by the end of this week and flushing in White City should start Monday. Mr. Grantland reiterated that the flushing can cause disturbance to some of the water lines and asked that anyone who experiences bad water please call Public Works.

Surface Water Plant

Mr. McClamma was absent due to illness. Earlier he had provided a maintenance report for review by the Commission.

Kenny Wood noted several items in the report that needed attention and he is seeking answers on them.

A Motion was made by Commissioner Patterson, second by Commissioner McCroan, to continue the Maintenance Contract with Mr. Wood for six months and reduce the number of hours to ten hours per month. All in Favor; Motion passed 4-0.

Wastewater Plant

Ms. Todd was absent due to being in a compliance class. Mr. Anderson shared that the Batwing attachment should be in soon and he anticipates the new Alamo Side Hill mower in three to four months.

City Engineer – Clay Smallwood

Headworks and Sprayfields Update - Nothing to report at this time.

Water Distribution Phase I Update

Mr. Smallwood noted that we are in the home stretch, several dry connections remain to be made and paving should be begin the end of next week. Several hydrants still need to be removed and a punch list is being created and reviewed.

It was noted that the Tenth Street Water Tower, a 1937 model, is being evaluated and analyzed to see if it should remain in operation.

Mr. Anderson thanked Mr. Smallwood for his work on this project.

Code Enforcement

Mr. Burkett's Activity Report was reviewed, no action was required.

Police Department – Chief Barnes

Chief Barnes reminded the Commissioners that the Florida Department of Transportation will be here February 19, 2013, at 4:30 P.M., for a meeting on the Highway 98 and First Street Intersection.

The Chief noted that traffic accidents have been reduced by 40% and Traffic Citations by half.

He reported that the arson investigation is ongoing and moving in a positive direction.

Chief Barnes shared that Officer Ricky Tolbert has joined the Port St. Joe Police Department.

Chief noted that the trolley system used during the holidays was very helpful and he appreciated the service.

PSJRA – Gail Alsobrook

MLK Sidewalk Project –

Per the Department of Economic Opportunity, it is acceptable to bid the two projects as one contract as long as the USDA process is to a point that their portion of the project can be advertised for bid by June 3, 2013. The work and financials will have to be kept separate and CDBG rules will apply for all work. Mr. Smallwood is waiting to hear from USDA if this is acceptable.

Ms. Alsobrook would like to have a public workshop in the Washington Gym for the residents of North Port St. Joe to make them aware of the project.

Bay Park

Ms. Alsobrook noted that the idea of a pirate ship for the Bay Park has been cancelled.

Office Location

Ms. Alsobrook has been checking for available office space and there is a possibility of space in the Local Color Building or the Rish Gibson Building. She was instructed to check the local market for available space.

Invitation to Negotiate

Ms. Alsobrook requested to advertise for design and construction of a deck at Billy Joe Rish Memorial Parking Lot. Attorney Gibson noted that compliance will fall under the City and he has no problem with the content of this ad. A Motion was made by Commissioner Buzzett, second by Commissioner Patterson, for the City to advertise a Request For Qualifications for design and construction of a deck at Billy Joe Rish Memorial Parking Lot. All in Favor; Motion carried 4-0. This will be RFQ 2013-02.

City Clerk – Charlotte Pierce

Nothing to report at this time.

Citizens to be Heard

No citizens wished to address the Commission.

Discussion Items by Commissioners

Commissioner Patterson has spoken with George Boyer concerning signage on Highway 98. Mr. Boyer will have some recommendations for the Commission.

The old paper mill, Arizona Chemical and Port sites are very unsightly and Commissioner Patterson is concerned that this is the first view many guests have of our City. The JOE Company was contacted recently and they were not interested in cleaning up the property because of metal still on the property. Mr. Gibson will pass the request to clean up the property to the JOE Company and Port officials.

Commissioner McCroan did not have anything to discuss at this time.

Commissioner Buzzett did not have anything to discuss at this time.

Mayor Magidson noted that he had received a letter from a company wanting to insure water lines for City customers. The Mayor stressed that the City does not recommend or endorse this and that the buyer should beware.

Mr. Anderson shared the 2013 Election Schedule with the Commissioners.

A Motion was made by Commissioner Patterson, second by Commissioner McCroan, to adjourn the Meeting at 7:50 P.M.

Approved this _____ day of _____ 2013.

Mel C. Magidson, Jr., Mayor

Charlotte M. Pierce, City Clerk

Demographics:

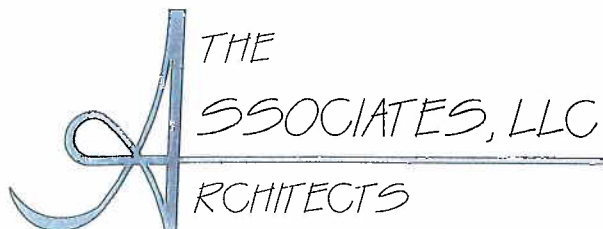
An after-school program located in North Port St. Joe. It began in 2000 for the purpose of assisting community children who were deficient in their reading and math scores and skills. Most of these children live in single parent households headed by a female. 90% or from low income families where the parent / guardian has income below \$25,000; they are on free or reduced lunch. Parents are either unemployed or has a problem acquiring sufficient employment because of their poor academic and / or social skills.

Students in the program have problems academically and or socially partially due to the lack of parental support academically in the home.

The goal of the NPSJY Initiative is to help break the cycle of poverty and unemployable skills by providing children and families with support through academic preparations in math and reading that will prepare them for the future workforce.

Building Needs:

1. Repair roof
2. Enclose open area beside the main building
3. Replace all windows
4. Replace all flooring
5. Paint inside of building
6. Repair plumbing in restrooms
- 7.



Local Touch
Regional Reach

Architecture • Planning • Interior Design

1038 Jenks Avenue Panama City, FL 32401
Tel: 850-785-2505 Fax: 850-785-2535

106 Goodmorning Street WindMark Beach Town Center
Port St. Joe, FL 32456
Tel: 850-819-5724
Email: mhawley@theassociatesarchitects.com • AA26000998

Letter of Transmittal

To: Mr. James Anderson
City Manager City of Port St. Joe
P.O. Box 278
Port St. Joe, Florida 32457

From: Mark Hawley, AIA

Date: February 12, 2013

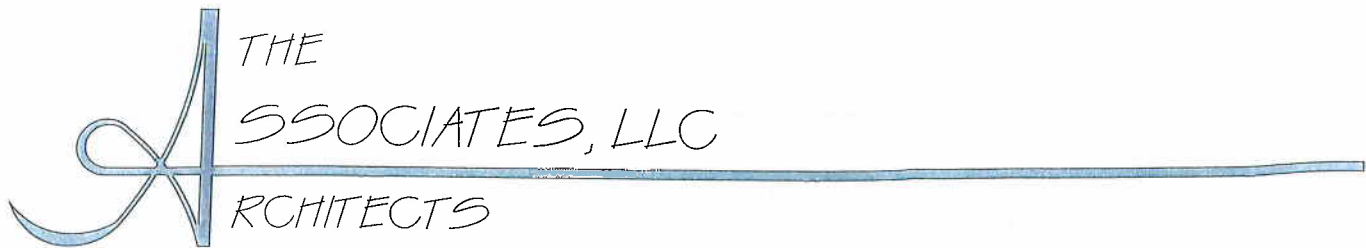
Project Name: NA
Project #: NA
Regarding: Proposal for Continuing Contract Architectural/Engineering Services

Transmitting Method: Hand Delivered

<u>Quantity</u>	<u>Item Description</u>	<u>Action Requested</u>
6	Letter to City Commission with attached resume	Placement on Agenda for consideration at next City Commission Meeting
1	Sample Contract	Make available for review by Commissioners (not part of Agenda documents at this time)

Comments

Jim,
Please find attached a letter to the City Commissioners regarding a proposal to contract with The Associates, LLC for continuing contract architectural and engineering services for small projects that are under 2 million dollars in construction costs.
If you have any questions, or require additional information, please do not hesitate to contact our office. Thank you and have a good day.



February 11, 2013

Architecture

Planning

Interior Design

City Commissioners
City of Port St. Joe
305 Cecil G. Costin, Sr. Blvd.
Port St. Joe, Florida 32456

RE: PROFESSIONAL ARCHITECTURAL OR ARCHITECTURAL ENGINEERING SERVICES

Dear City Commissioners:

The Associates, LLC has enjoyed working with the City on the ADA improvements project and with the City's Redevelopment Agency on the Bay Park project and are very excited about the possibility of working with the City in the future. We define a successful project as one where the Architect listens to the client, thoroughly investigates alternative solutions to project goals, maximizes function for dollars spent, and involves the client in all phases of the project. By working as a team, we are able to define, express and create architectural projects that successfully meet or exceed our clients' expectations. Every design and project assignment is a reflection of our commitment to innovation, technology, and client satisfaction.

I would like for you to entertain the idea of establishing a continuing contract with my firm that is similar to the contracts I currently have with BCBCC, Bay District Schools and the Department of Military Affairs in St. Augustine. The Associates, LLC is a knowledge based design firm that incorporates the latest technology and most up-to-date information to provide you with innovative architectural solutions. We assemble a highly professional team of consultants that will provide the City with a talented and diverse group of architects, designers and engineers. In addition as the principal architect, I am personally involved in every phase of your project. I look forward to the opportunity to meet with you to discuss our qualifications and your needs.

I propose a contract similar to the continuing contract I have with the Bay County Board of County Commissioners. A copy has been left with Mr. Anderson, City Manager. Also you may contact Mr. George Waldron, Division Manager, Bay County Public Works Engineering at (850)248-8301 for reference. Please contact me if you have any questions. Resume attached.

Sincerely,

Mark F. Hawley, AIA

P.O. Box 42
Panama City, FL 32402

106 Goodmorning Street
WindMark Beach Town Center,
Port St. Joe, Florida

Tel: 850-785-2505

Fax: 850-785-2535

mhawley@theassociatesarchitects.com

1. RESUMES OF KEY PERSONNEL PROPOSED FOR THE CONTRACT
 12. NAME

MARK F. HAWLEY, AIA

13. ROLE IN THIS CONTRACT

Principal Architect/Design

14. YEARS EXPERIENCE

TOTAL

WITH CURRENT FIRM

31

7

15. FIRM NAME AND LOCATION (CITY AND STATE)

The Associates, LLC (Panama City, Florida)

16. EDUCATION (DEGREE AND SPECIALIZATION)

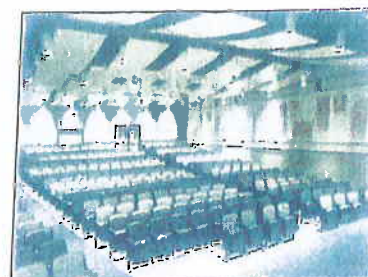
Bachelor of Architecture: Auburn University, Auburn, Alabama, 1983

17. CURRENT PROFESSIONAL REGISTRATIONS (STATE AND DISCIPLINE)

Mississippi: 3982; FL: AR91759; AL: 6061; GA: RA01242; TN: 21758; NCARB 41277; AIA 30102127; SAP 63299

OTHER PROFESSIONAL QUALIFICATION (PUBLICATIONS, ORGANIZATIONS, TRAINING, AWARDS, ETC).

Mark is a local architect that, after attending **Gulf Coast Community College (1977,78&79)** and working 10 yrs at a firm that specialized in higher education projects, became a Staff Architect at Austin Peay State University in Clarksville, TN, and Campus Planning Project Mgr. for Middle Tennessee State in Murfreesboro, TN before returning to Florida in 2002. He serves on the Callaway Planning Commission. Mark is also a certified DSW-Disaster Service Worker for the assessment of damaged buildings. He worked on several Higher Education Projects from 1984-1993 with Kline Swinney Architects including MTSU, TSU, NSTI, MSCC, APSU and CSCC in Tennessee and was involved with the Panama City FSU campus project as an apprentice with Collins & Associates, Inc.(1980-82). His most recent college project was the addition and renovation to Building "L" at Chipola State College in Marianna, Florida.



19. RELEVANT PROJECTS

TITLE AND LOCATION (CITY AND STATE)

FEMA Hurricane Shelter Retrofit Projects for Bay County (Panama City, FL)

BRIEF DESCRIPTION (SCOPE, SIZE, COST, ETC) AND SPECIFIC ROLE

Through the Hazard Mitigation Grant Program, The Associates provided engineering, design and surveying to develop a plan specifying all modifications for roof hardening, wall reinforcement and installation of shutter system to cover windows and doors for four area schools and the Panhandle Fairgrounds Building. Total Cost: \$948,863 Specific Role: Designer - Construction Documents - Architect of Record.

TITLE AND LOCATION (CITY AND STATE)

Bay County Courthouse Reroof and Window Replacement Projects (Panama City, FL)

BRIEF DESCRIPTION (SCOPE, SIZE, COST, ETC) AND SPECIFIC ROLE

Design and build of an aesthetically pleasing standing seam metal roof system for the existing Bay County Courthouse. Total Cost: \$659,430 Design-build team to design, permit and construct the Replacement Doors & Windows for the Bay County Courthouse. Total Cost: \$300,000

TITLE AND LOCATION (CITY AND STATE)

Chipola Community College Building L (Chipola, FL)

BRIEF DESCRIPTION (SCOPE, SIZE, COST, ETC) AND SPECIFIC ROLE

Renovation and 4,000 sq. ft. addition to Building "L" will provide Chipola College's Success Center an additional sixty person class-lab, 1,000 sq. ft. Study Lounge, new men's & women's restrooms, new metal roof, and a new mechanical system with chillers sized to accommodate adjacent classroom building "N". Performed with Paul

TITLE AND LOCATION (CITY AND STATE)

Architect for Austin Peay State University (Clarksville, TN)

BRIEF DESCRIPTION (SCOPE, SIZE, COST, ETC) AND SPECIFIC ROLE

Mr. Hawley was involved with the design and construction of classrooms; the campus post office; campus grill; cultural center; ROTC armory building, locker room, and bathrooms; football and baseball locker rooms; and various parking lots. Construction Costs Ranged from 50,000—250,000.00 each.

TITLE AND LOCATION (CITY AND STATE)

Designer/Project Manager / Planning Coordinator for Middle Tennessee State, (Murfreesboro, TN)

BRIEF DESCRIPTION (SCOPE, SIZE, COST, ETC) AND SPECIFIC ROLE

Mr. Hawley was the Building Programmer for the student recreation center; new telecomm building; nursing building; new library building; Greek Row; and new student housing. He also designed and coordinated the following construction projects: COPE Administration Building; Dunn Center Ticket Office; master classroom renovations; distance learning classrooms; recreation center master plan; developed campus sign standards; and women's soft ball field. Construction Costs Range from 10,000—12,000,000.

YEAR COMPLETED

PROFESSIONAL SERVICES

CONSTRUCTION (if applicable)

2009

2009

☒ Check if project performed with current firm

YEAR COMPLETED

PROFESSIONAL SERVICES

CONSTRUCTION (if applicable)

2009

2010

☒ Check if project performed with current firm

YEAR COMPLETED

PROFESSIONAL SERVICES

CONSTRUCTION (if applicable)

2009

2009

☒ Check if project performed with current firm

YEAR COMPLETED

PROFESSIONAL SERVICES

CONSTRUCTION (if applicable)

1998-2002

1998-2002

Check if project performed with current firm

YEAR COMPLETED

PROFESSIONAL SERVICES

CONSTRUCTION (if applicable)

1993-1998

1993-1998

Check if project performed with current firm

The Associates, LLC

1. EXAMPLE PROJECTS WHICH BEST ILLUSTRATES PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

20. EXAMPLE PROJECT NUMBER

21. TITLE AND LOCATION (city and state)

22. YEAR COMPLETED

**Continuing Contracts—The Associates,
LLC - Architects
(Various Locations, Florida)**

PROFESSIONAL SERVICES

2005-Present

CONSTRUCTION (if applicable)

2005– Present

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

b. POINT OF CONTACT NAME

c. POINT OF CONTACT TELEPHONE NUMBER

Continuing Contracts

Various

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)

Bay County District Schools

Rutherford High School Auditorium & Classroom Renovation
Waller Elementary School Window/Door Protection System
Patterson Elementary School Window/Door Protection System
Rutherford High School Window/Door Protection System
Waller Elementary School Electrical Pre-Wiring for Emergency Generators
Patterson Elementary School Electrical Pre-Wiring for Emergency Generators
Rutherford High School Electrical Pre-Wiring for Emergency Generators
Haney Building Retrofit

Bay County Commissioners

Department of Military Affairs, St. Augustine, FL

Bay County Courthouse Window & Door Replacement
Bay County Courthouse Re-Roof
Bay County Fairgrounds Hurricane Shelter Retrofit
University of Florida Ag Extension Renovation

New Contract Signed 2011, No Work Orders
Issued at this time.

Regional Architect for the Church of Jesus Christ of Latter-Day Saints

Panama City Beach Branch Addition
Sandestin Branch Church Addition
Bonifay Branch Church Renovation
Destin Branch Picnic Pavilion
Enterprise Meeting House Renovation
Mexico Beach Meeting House Renovation
Madison Branch Meeting House Addition & Renovation
Destin Branch Meeting House
Niceville Branch Interior & Parking Lot Renovation
Jay Meeting House Feasibility Study

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME

(2) FIRM LOCATION (City and State)

(3) ROLE

a. The Associates, LLC

Panama City, Florida

Architect

b.

c.

d.

e.

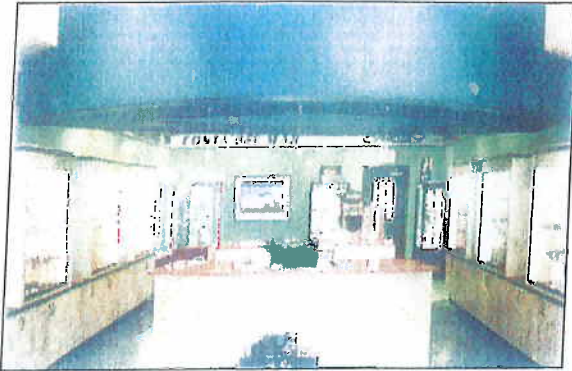
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Continuing Contracts—The Associates, LLC (Cont.)

SEE SAMPLE PROJECTS
NUMBER

Sunglass World Retail Spaces

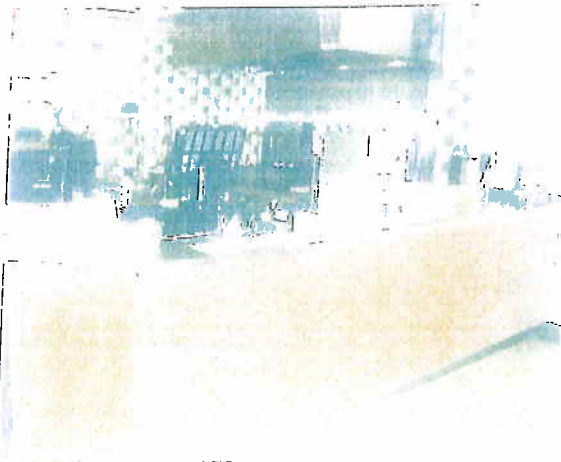
Pier Park, Panama City Beach Florida
Bel Air Mall, Mobile Alabama
Harborwalk, Destin, Florida
The Oaks Mall, Gainesville, Florida
Port Orange, Florida



Sunglass World



Breathing O2 Oxygen Bar



Hana Japan

Pier Park Retail Development, Panama City Beach, Florida

Emerald Coast Photo
Sunglass World
Del Sol
Bebo'z
Marble Slab Creamery
Bootleg BBQ
Mermaids
Rocky's Cheese Steaks
Great American Cookie & Pretzel Maker
Hana Japan
YoGurty's
Breath O2 Oxygen Bar



Emerald Coast Photo

EXAMPLE PROJECTS WHICH BEST ILLUSTRATES PROPOSED TEAM QUALIFICATIONS FOR THIS CONTRACT

EXAMPLE PROJECTS NUMBER

SECTION

21. TITLE AND LOCATION (City and State)

2

Bay Credit Union
(Panama City Beach, Florida)

22. YEAR COMPLETED
PROFESSIONAL SERVICES CONSTRUCTION (if applicable)

2011

2012

F

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

b. POINT OF CONTACT NAME

c. POINT OF CONTACT TELEPHONE NUMBER

Bay Credit Union

Bill Medlock

(850) 785-6103

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost).

Design of a new branch bank for Bay Credit Union at Panama City Beach.

Sq. Ft. 2,545

Sq. Ft. Canopies 1,174

Total Cost: \$837,000.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME

(2) FIRM LOCATION (City and State)

(3) ROLE

a. The Associates, LLC

Panama City, Florida

Architect of Record

1. EXAMPLE PROJECTS WHICH BEST ILLUSTRATES PROPOSAL TYPE AND QUALIFICATIONS FOR THIS CONTRACT

2. EXAMPLE PROJECT NUMBER

2

SECTION

21. TITLE AND LOCATION (city and state)

22. YEAR COMPLETED

PROFESSIONAL SERVICES

CONSTRUCTION (if applicable)

**Beckrich Office Complex
(Panama City Beach, Florida)**

2007

2007

F

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

b. POINT OF CONTACT NAME

c. POINT OF CONTACT TELEPHONE NUMBER

Four Bay, LLC

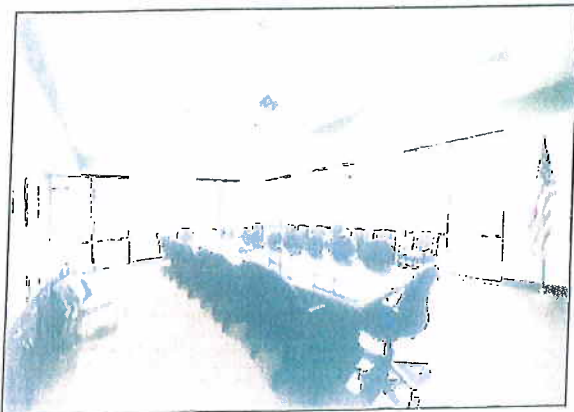
Joe Sheffield c/o Procter McInnis (850) 233-0956

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost).

Design of a 15,000 sq. ft., two-story office complex offering a versatile workspace for a variety of clients including the Panama City Beach Chamber of Commerce.

Sq. Ft. 15,000

Total Cost: \$2,489,384.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME

(2) FIRM LOCATION (City and State)

(3) ROLE

a. The Associates, LLC

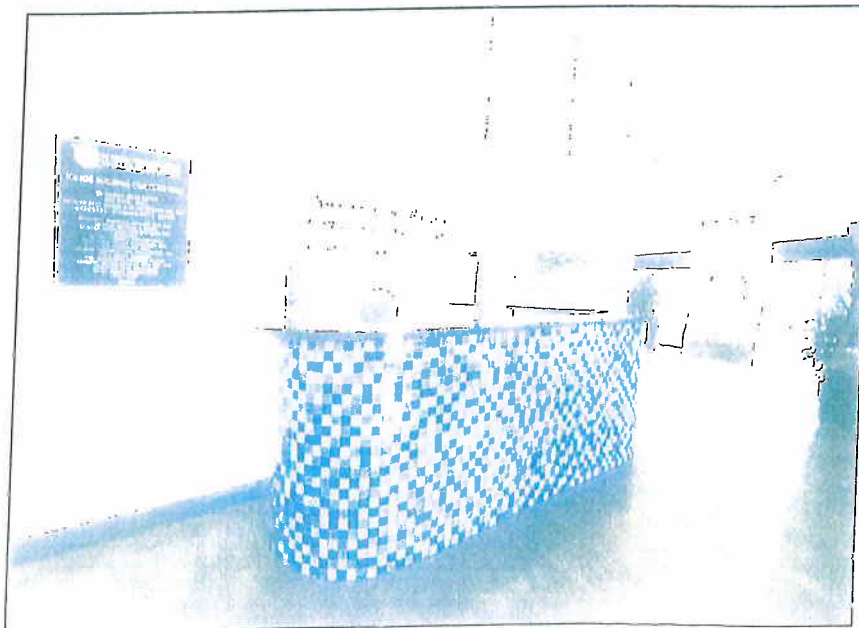
Panama City, Florida

Architect of Record

The Associates, LLC

20 EXAMPLE PROJECT
NUMBER

2



SECTION

F

EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED FEES OR APPLICATIONS FOR THIS CONTRACT

EXAMPLE PROJECT NUMBER

21. TITLE AND LOCATION (City and State)

Chipola College Building "L"
(Marianna, Florida)

22. YEAR COMPLETED
PROFESSIONAL SERVICES CONSTRUCTION (if applicable)

2009

2009

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

b. POINT OF CONTACT NAME

c. POINT OF CONTACT TELEPHONE NUMBER

Chipola College

Dr. Dale O'Daniel

(850) 718-2299

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)

Renovation and 4,000 sq. ft. addition to Building "L" will provide Chipola College's Success Center an additional sixty person class-lab, 1,000 sq. ft. study lounge, new men's & women's restrooms, new metal roof, and a new mechanical system with chillers sized to accommodate adjacent classroom building "N".

Sq. Ft. 4,000

Estimated Total Cost: \$1,417,034.54

Project Manager: Mark Hawley



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME

(2) FIRM LOCATION (City and State)

(3) ROLE

a. The Associates, LLC

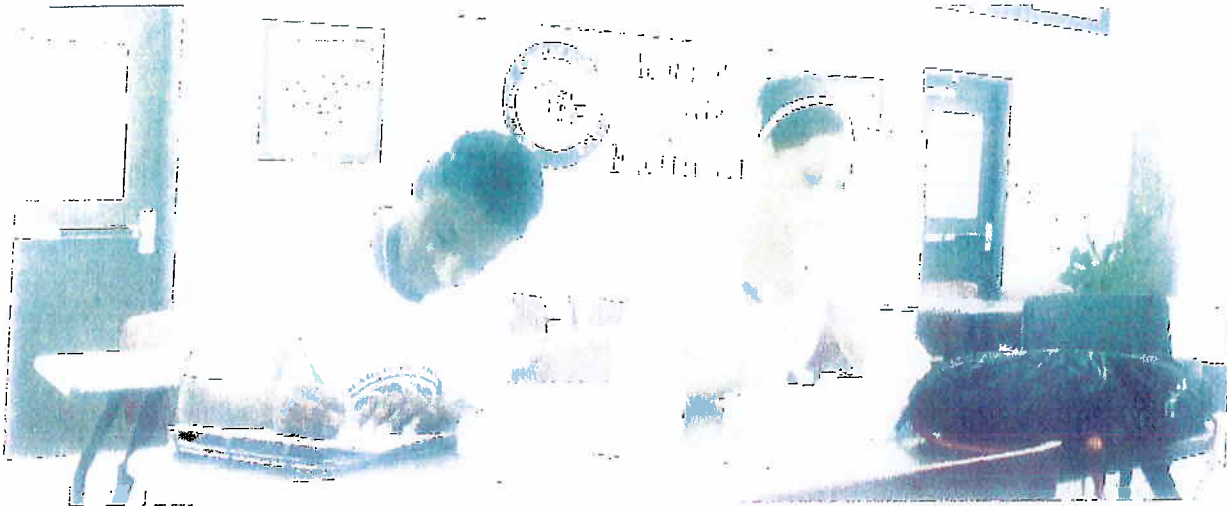
Panama City, Florida

Architect of Record

b.

20 EXAMPLE PROJECT
NUMBER

3



Chipola Building "L" Academic Center for Excellence

SECTION

1. EXAMINE PROJECTS WHICH BEST ILLUSTRATES PROPOSED QUALITY OF ARCHITECTURAL SERVICES FOR THIS CONTRACT

2. EXAMINE PROJECT KEY NUMBER

21. TITLE AND LOCATION (city and state)

22. YEAR COMPLETED

PROFESSIONAL SERVICES

CONSTRUCTION (if applicable)

Rutherford High School Renovation
(Springfield, Florida)

2009

2010

F

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

b. POINT OF CONTACT NAME

c. POINT OF CONTACT TELEPHONE NUMBER

Bay District Schools

Wayne Elmore

(850) 872-4205

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost).

Renovation of a five hundred seat performing arts auditorium building and four classroom/class lab buildings. Total project square footage is 42,641. Renovation includes new auditorium seating, acoustical modifications, new stage lighting and sound system. The scope of work also includes renovation of art, tumbling/dance classroom, nursing and industrial design labs.

Gross Sq. Ft. 42,641

Total Cost: \$3,000,000.00.

Project Manager: Mark Hawley



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME

(2) FIRM LOCATION (City and State)

(3) ROLE

a. The Associates, LLC

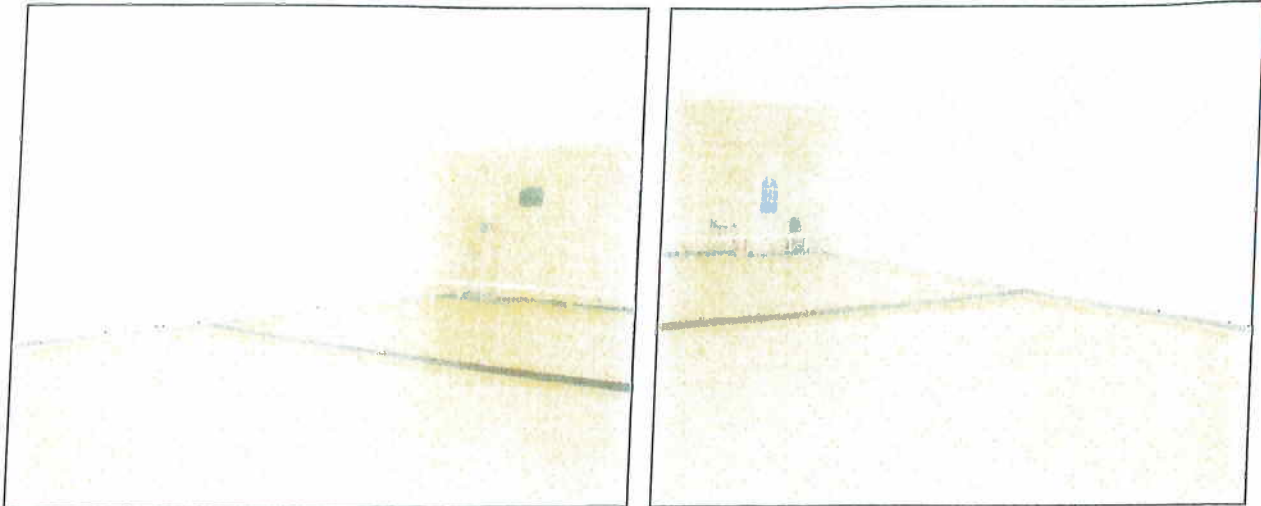
Panama City, Florida

Architect of Record

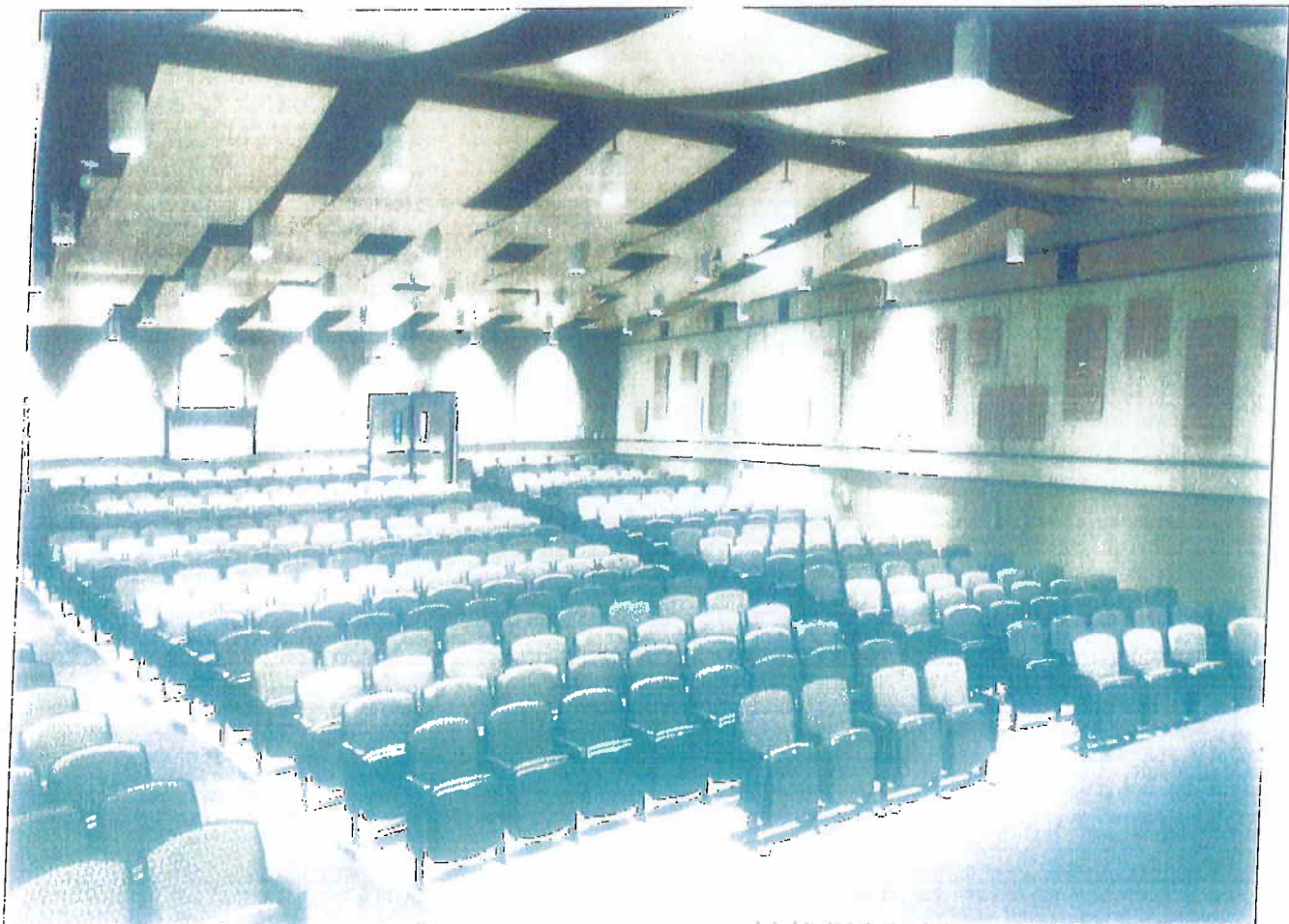
b.

20 EXHIBIT PROJECT
NUMBER

4



Tumbling/dance classroom.



Auditorium

EXAMPLE PROJECTS WHICH BEST ILLUSTRATES PROPOSED FEES OR APPLICATIONS FOR THIS CONTRACT

EXAMPLE PROJECT KEY NUMBER

6

SECTION

21. TITLE AND LOCATION (city and state)

22. YEAR COMPLETED
PROFESSIONAL SERVICES

CONSTRUCTION (if applicable)

F FEMA Hurricane Shelter Retrofit for
Bay District Schools
(Bay County, Florida)

2010

2010

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

b. POINT OF CONTACT NAME

c. POINT OF CONTACT TELEPHONE NUMBER

Bay County Emergency Management

Sid Busick

(850) 819-8678

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost).

Through the Hazard Mitigation Grant Program , The Associates provided engineering, design and surveying to develop a plan specifying all modifications for roof hardening, wall reinforcement and installation of shutter systems to cover windows and doors for four area schools .

Project Manager: Mark Hawley

Window/Door Protection System

Waller Elementary School Building

Patterson Elementary School Building

Rutherford High School Building

Total Construction Cost: \$156,635

Electrical Pre-Wiring for Emergency Generators

Waller Elementary School Building

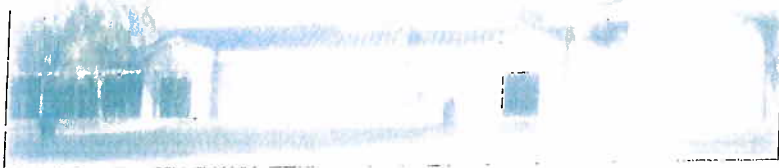
Patterson Elementary School Building

Rutherford High School Building

Total Construction Cost: \$249,745

Retrofit for Haney Building #1

Total Construction Cost: \$160,708



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME

(2) FIRM LOCATION (City and State)

(3) ROLE

a. The Associates, LLC

Panama City, Florida

Architect of Record

b.

c. David H. Melvin, Inc. Consulting Engineers

Marianna, Florida

Structural Engineer

SECTION

F

EXAMPLE PROJECTS WHICH BEST ILLUSTRATES PROPOSED TEAM QUALIFICATIONS FOR THIS CONTRACT

26. EXAMPLE PROJECT NUMBER

21. TITLE AND LOCATION (city and state)

22. YEAR COMPLETED

PROFESSIONAL SERVICES

CONSTRUCTION (if applicable)

**Bay County Courthouse Roof, Door & Window Replacement
(Panama City, Florida)**

2010

2010

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

b. POINT OF CONTACT NAME

c. POINT OF CONTACT TELEPHONE NUMBER

Bay County Commissioners

Rick McAlmond

(850) 914-6401

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)

Design and build of an aesthetically pleasing standing seam metal roof system for the existing Bay County Courthouse with consideration of the architecture and age of the core building as well as the functional requirements. The designer considered all facets of building and design accordingly.

Work was performed while the building was still occupied and phased so interruption of normal activities was minimal.

Total Cost: \$659,429.93

Project Manager: Mark Hawley

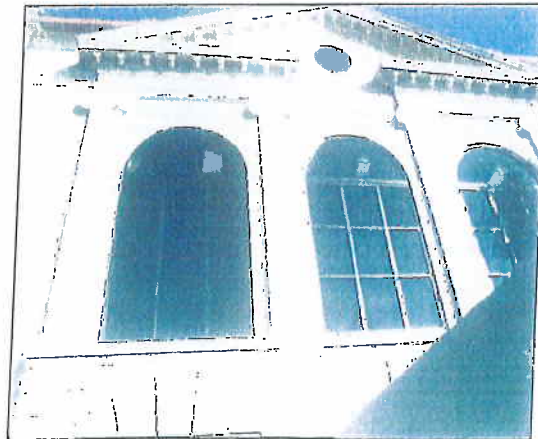


Design-build team to design, permit and construct the Replacement Doors & Windows for the Bay County Courthouse. The replacement doors and windows will have impact resistant frames and glass.

Work was performed while the building was still occupied and phased so interruption of normal activities was minimal.

Total Cost: \$299,159.28

Project Manager: Mark Hawley



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME

(2) FIRM LOCATION (City and State)

(3) ROLE

a. The Associates, LLC

Panama City, Florida

Architect of Record

b.

c.

d.

e.

f.

EXAMPLE PROJECTS WHICH BEST ILLUSTRATE THE PROPOSED TEAM QUALIFICATIONS FOR THIS CONTRACT

EXAMPLE PROJECT KEY NUMBER

7

SECTION

21. TITLE AND LOCATION (City and State)

22. YEAR COMPLETED

PROFESSIONAL SERVICES

CONSTRUCTION (if applicable)

**Water Front Office Study for
Port Panama City
(Panama City, Florida)**

2010

NA

F

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

b. POINT OF CONTACT NAME

c. POINT OF CONTACT TELEPHONE NUMBER

Port Authority

Wayne Stubbs, Executive Director

(850) 767-3220

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost).

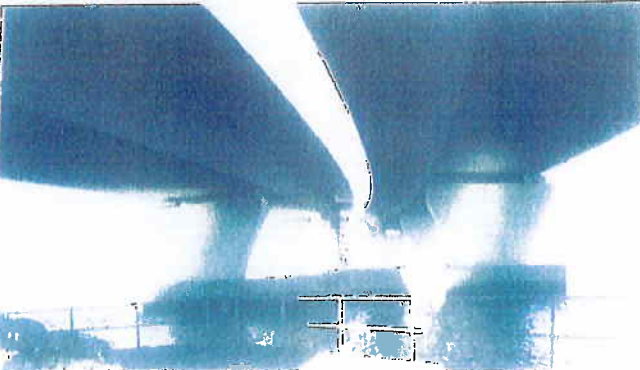
To help market the area and attract and encourage outside businesses to move their corporate headquarters to Panama City adjacent to the Port and across from Gulf Coast State College, The Associates architects performed a feasibility study with concept plans and cost estimates.

Project Manager: Mark Hawley

The Site: The project site is located in Panama City, Florida, adjacent to the Port, across from the Gulf Coast State College, and is bounded by Highway 90 to the north, Highway 90 to the south, Highway 90 to the east, and Highway 90 to the west. The project site is located on the south side of Highway 90, between the Port and the Gulf Coast State College.

Several factors were considered in the development of the concept plan, including the location of the office building, the parking lot, the entrance, the landscaping, and the overall design. The project site is located on the south side of Highway 90, between the Port and the Gulf Coast State College.

A preliminary site plan was developed, showing the location of the office building, the parking lot, the entrance, the landscaping, and the overall design. The project site is located on the south side of Highway 90, between the Port and the Gulf Coast State College.



Site Development Planning:

Findings of the site development planning study:

- The project site is located on the south side of Highway 90, between the Port and the Gulf Coast State College.
- The project site is located on the south side of Highway 90, between the Port and the Gulf Coast State College.
- The project site is located on the south side of Highway 90, between the Port and the Gulf Coast State College.
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- The project site is located on the south side of Highway 90, between the Port and the Gulf Coast State College.
- The project site is located on the south side of Highway 90, between the Port and the Gulf Coast State College.

Park, landscaped, and provided by a stone concrete wall, adjacent to Highway 90, and a parking lot, with a view of the Gulf Coast State College and the Port.

Potential connectivity features, including a connection to the Port Panama City, the Gulf Coast State College, and the Port.

Page 15

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME

(2) FIRM LOCATION (City and State)

(3) ROLE

a. The Associates, LLC

Panama City, Florida

Architect of Record

b.

-

A photograph of a wooden pier or dock extending into a body of water. Several vertical wooden posts are visible, supporting the structure. The water is calm, and the sky is bright. The image has a blue tint and is somewhat faded.

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 10-12 visible lines. The paper has a slightly aged appearance with some minor discoloration and faint smudges. The edges of the paper are slightly irregular.

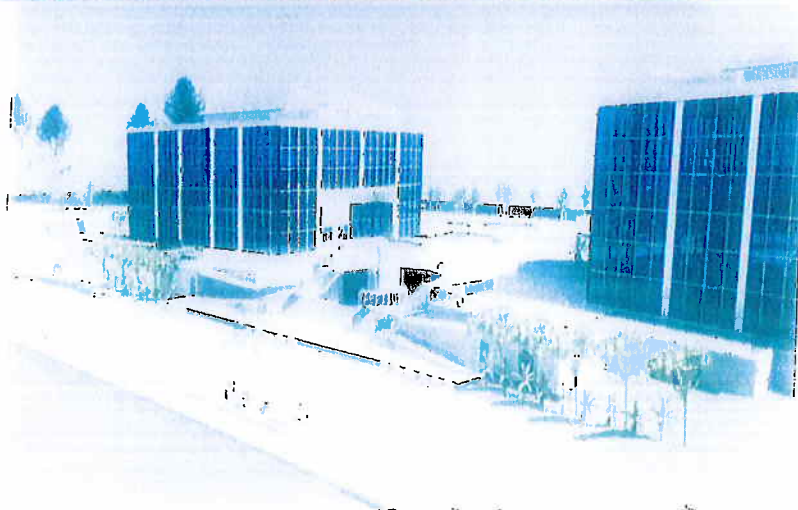
2013 EXAMPLE PROJECT
NUMBER

7



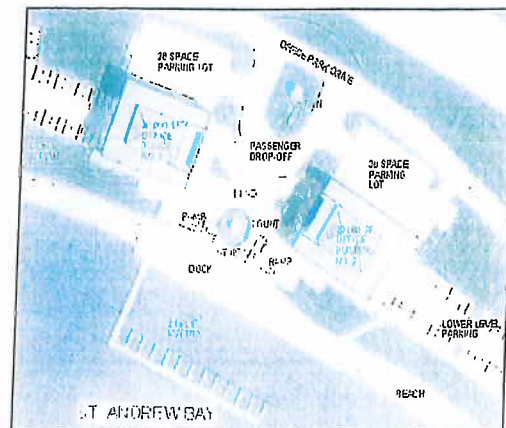
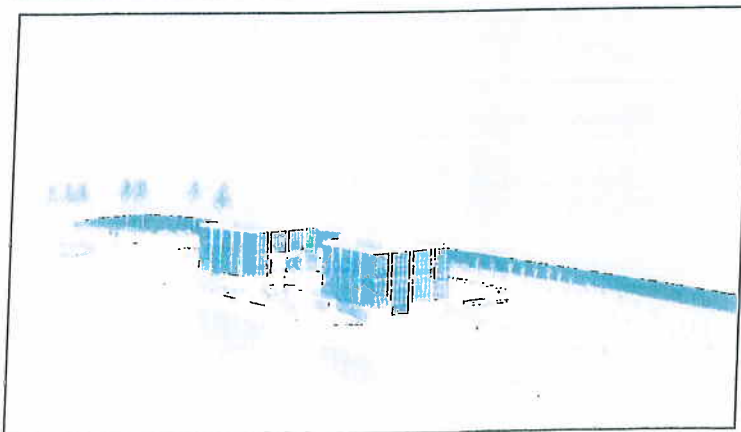
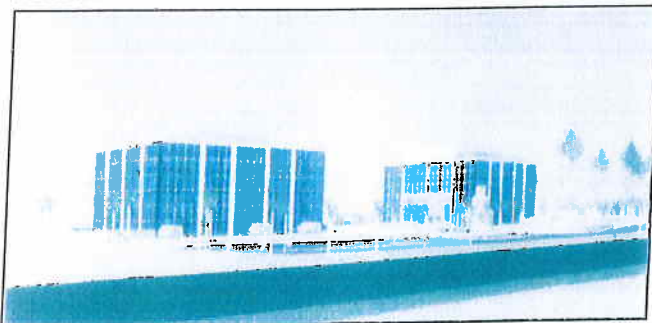
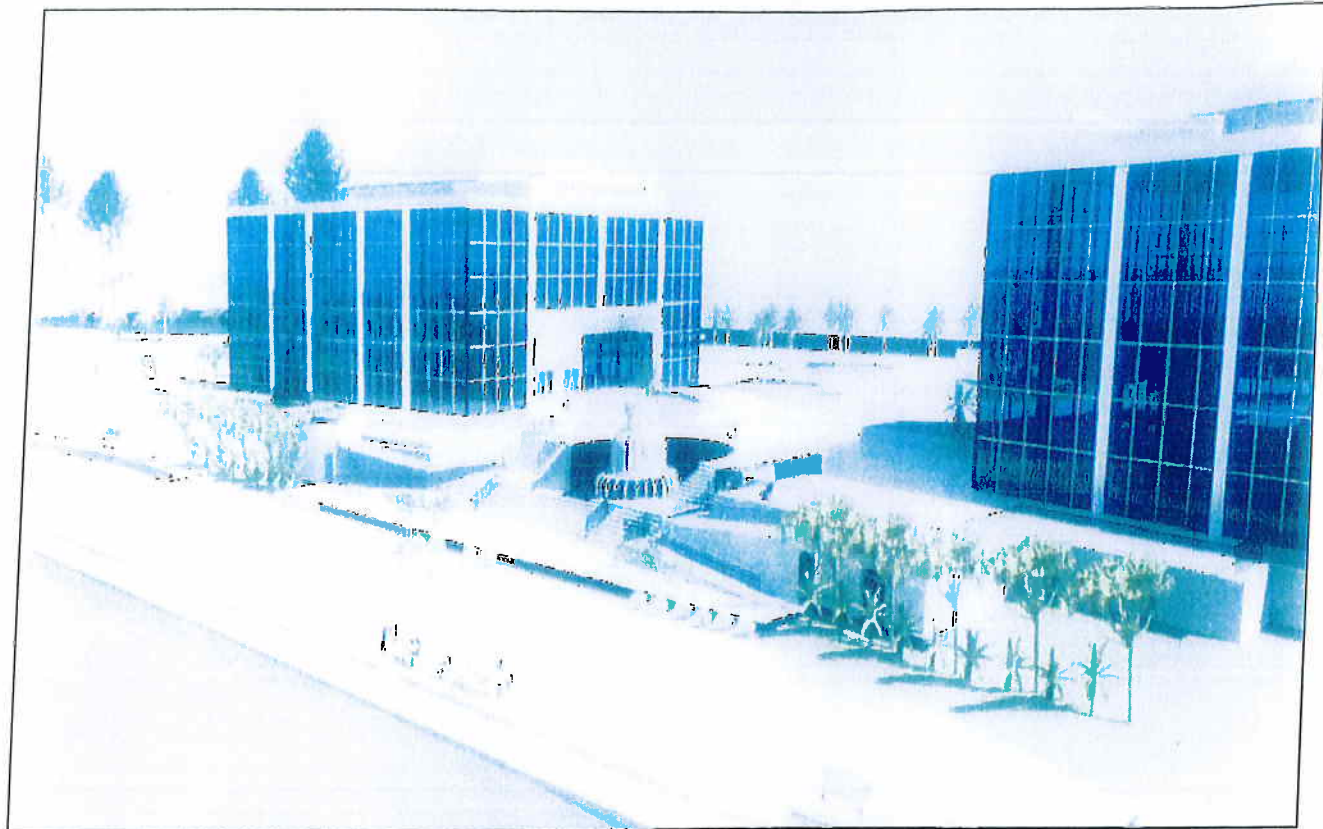
2010

WATERFRONT OFFICE PARK CONCEPT STUDY FOR PORT PANAMA CITY, FLORIDA



20 EXAMPLE PROJECT KEY
NUMBER

7



EXAMPLE PROJECTS WHICH BEST REPRESENTS PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

26. EXAMPLE PROJECTS SEARCH

SECTION

21. TITLE AND LOCATION (city and state)

22. YEAR COMPLETED
PROFESSIONAL SERVICES CONSTRUCTION (if applicable)

Miscellaneous Renovations for Middle Tennessee State University
(Murfreesboro, Tennessee)

1993

1998

F

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER
MTSU

b. POINT OF CONTACT NAME
Varies (See Attached)

c. POINT OF CONTACT TELEPHONE NUMBER
Varies (See Attached)

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost).

Mark Hawley, AIA was architect for various small renovation projects throughout the campus. He was responsible for managing and designed several of the utility work and renovations ADA projects at 15 sites across the MTSU campus for 32 wheelchair users and over 700 students with physical and mental disabilities. Phase One: \$500,000.



Arts Building HC Access and Interior Renovations



James Union Building HC Access To Below Grade Dining Facility



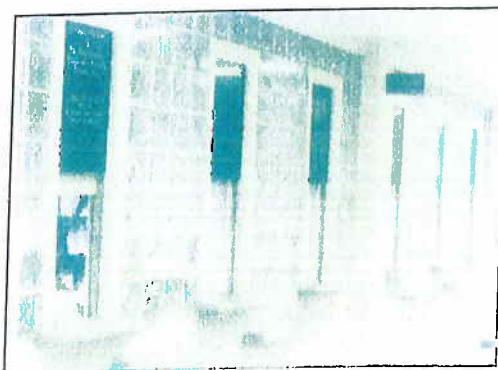
Cope Administration Building HC Ramp



Mark Hawley, AIA established a new campus way finding and sign standard. He was in charge of design, bid and installation.



Kirksey Old Main - MTSU
Project Architect for ReRoof (1990) and Various Interior Renovations



Cahiers Windows - MTSU

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME

(2) FIRM LOCATION (City and State)

(3) ROLE

a. Mark Hawley—Individual Relevant Experience

n/a

Architect /Project Manager

EXAMPLE PROJECTS WHICH BEST ILLUSTRATES PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

26. EXAMPLE PROJECT KEY NUMBER

SECTION

21. TITLE AND LOCATION (city and state)

22. YEAR COMPLETED

PROFESSIONAL SERVICES

CONSTRUCTION (if applicable)

**Miscellaneous Renovations for Austin Peay State University
(Clarksville, Tennessee)**

1998

2002

F

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER
APSU

b. POINT OF CONTACT NAME
Varies

c. POINT OF CONTACT TELEPHONE NUMBER
(931) 221-7971

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost).

Mark Hawley, AIA was architect of record for various small renovation projects throughout the campus. As well, he coordinated, prepared and submitted to the Tennessee Board of Regents capital project funds requests and Education Specifications for several future projects. He also was responsible for the coordination of furniture, fixtures and equipment for major projects including the new \$30 million Science Building (2001).



Renovations to Center for Teaching & Learning—APSU



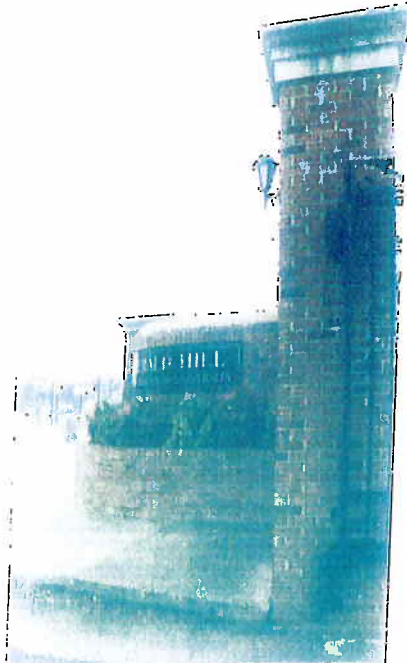
Memorial Health Building Loop Drive and Drop-off—APSU



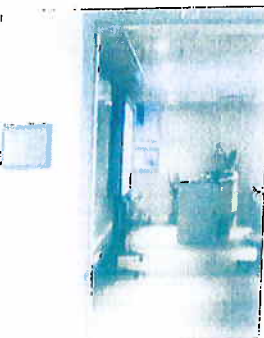
Renovations to Psychology Interview Rooms - Clement Hall - APSU



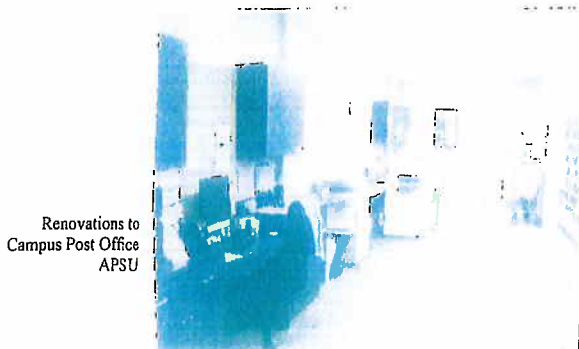
African/American Cultural Center - APSU



New Entry and Gates for the Pace Alumni Center APSU



New Technology Classroom for Caxton Hall - APSU



Renovations to Campus Post Office APSU

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME

(2) FIRM LOCATION (City and State)

(3) ROLE

a. Mark Hawley, Individual Relevant Experience

n/a

Architect of Record

EXAMPLE PROJECTS WHICH BEST ILLUSTRATES PROPOSED FIRM'S QUALIFICATIONS FOR THIS CONTRACT

EXAMPLE PROJECT KEY NUMBER

21. TITLE AND LOCATION (City and State)

22. YEAR COMPLETED

PROFESSIONAL SERVICES

CONSTRUCTION (if applicable)

**Mosley High School Media Center
Lynn Haven, FL**

2002

2005

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

b. POINT OF CONTACT NAME

c. POINT OF CONTACT TELEPHONE NUMBER

Bay District Schools

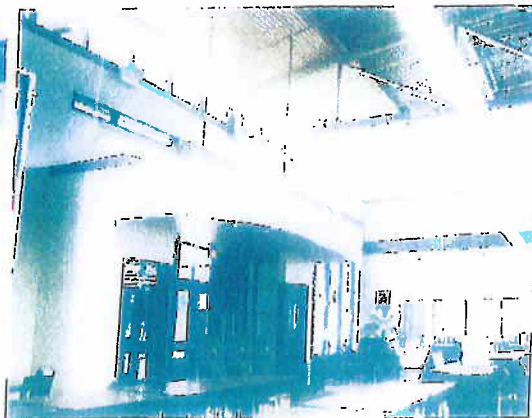
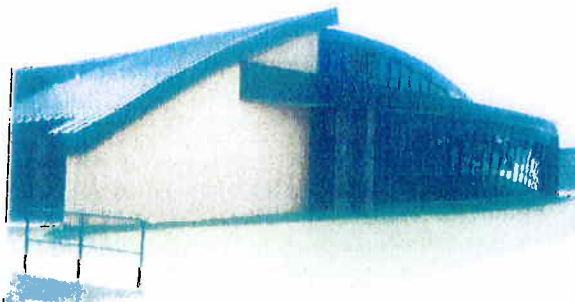
Wayne Elmore

(850) 872-4205

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost).

A/E Services for construction of a new 22,238 SF state-of-art Media Center. Mark Hawley designed the Media Center while employed at Collins and Associates to replace the existing library located in the center of a windowless, single-building high school. The goal was to provide an open environment with natural light and exposed structure to express the high-tech nature of the facility and a contrast to the confined, artificially lighted library. With state-of-art technology, including a complete CCTV production studio, the facility is more appropriately known as the Technology Center.

Cost of Construction: \$3,137,000.00



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME

(2) FIRM LOCATION (City and State)

(3) ROLE

a. Individual Relevant Experience

Panama City, FL

Designer/ project Architect

b.

c.

d.

e.

f.

SECTION 4 PREVIOUS HISTORIC PROJECT EXPERIENCE

(A) Lake Merial Entrance

(B) Bayco Development

(D) Part of Continuing Contract

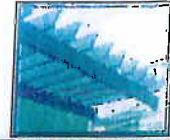
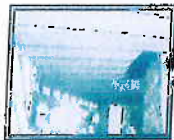
(E) 2006



(C) The Lake Merial Entranceway includes as welcome center, fountains, parking area and pedestrian walkways that fluently incorporation the natural settings of the surrounding area. Arbors were designed to create defined areas along the pedestrian walkways in order to give the area a sense of structure but still allow for an open natural fee.

Key Concepts considered in the design process:

1. Incorporating Natural Settings.
2. Fluent Incorporation of Pedestrian Sidewalks and Parking Areas.
3. Natural Surveillance and other key concepts from the Crime Prevention through Environmental Design.



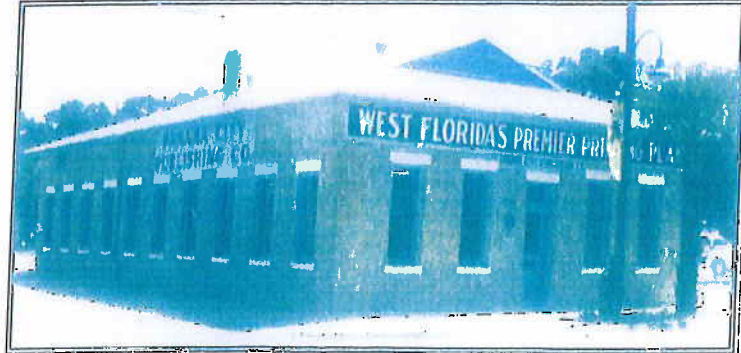
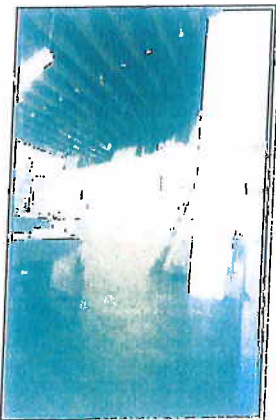
(A) Panama City Publishing Building

(B) City of Panama City

(D) \$357,497

(E) 2008

(C) Restoration of the Panama City Publishing Company Building to its 1920's appearance per the **Secretary of Interior's Standards** for Rehabilitation. Work included brick restoration; lead paint removal and re-painting; window and door restoration; wood replacement/restoration, including office ceiling; electrical rewire, service to code and fixtures; installation of new HVAC system; plumbing upgrade; roof restoration; and providing ADA access to restroom and building.

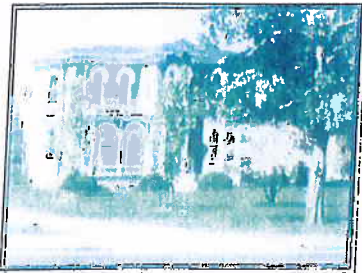


SECTION 1: PREVIOUS HISTORIC PROJECT EXPERIENCE

- (A) **Historic Preservation of Pace Alumni Center & Archwood Estate**
- (B) Austin Peay State University
- (D) Unavailable
- (E) 1999



Pace Alumni Center at Emerald Hill 751 N. Second Street, Clarksville, Tennessee



*Archwood Estate
Clarksville, Tennessee*

(C) INDIVIDUAL RELEVANT EXPERIENCE BY MARK HAWLEY

Mark Hawley was involved with historic preservation of two historical homes while staff architect at Austin Peay State University, Clarksville, Tennessee. Mark was the Project Manager overseeing the architectural design and construction/renovation of the Pace Alumni Center and Archwood Estate. Mark was responsible for making sure the projects met ADA compliance and Secretary of Interior requirements.

The Pace Alumni Center at Emerald Hill was originally built in the 1820s with additions added on in the late 1800s to 1909. The building underwent extensive interior and exterior repairs including foundation work, re-roofing, replacement windows, bathroom renovation; new plumbing and electrical wiring; complete heating, ventilation and air conditioning system; masonry restoration, drywall work and painting. The home had brick columns in the rear section that dated pre-civil war. Because part of the original structure was beginning to fail beyond repair they were able to save and reincorporate the original bricks back into the building. This project also included the design of a new entrance gate which Mark was also involved in designing to fit with the theme of the present estate.

Mark was also Project Manager overseeing the work done on Archwood Estate, circa 1800s. The home had extensive damage from a Tornado in January 1999. The interior and exterior was totally renovated to meet Department of Interior restoration standards. The home was also transformed back into a residential space for the current president of the school after serving as a campus office for several years.

- (A) **Entrance Gate to Pace Alumni Center at Emerald Hill**

- (B) Austin Peay State University
- (D) Unavailable
- (E) 2009

(C) INDIVIDUAL RELEVANT EXPERIENCE BY MARK HAWLEY

Mark Hawley while staff architect at Austin Peay State University, Clarksville, Tennessee, designed the Pace Alumni Center Entrance Gate way with sign design standards.



SECTION 4. PREVIOUS HISTORIC PROJECT EXPERIENCE

(A) **FIRST CITIZENS BANK**

(B) First Citizens Bank

(D) Unavailable

(E) Unavailable

(C) **INDIVIDUAL RELEVANT EXPERIENCE BY MARK HAWLEY**

Mark Hawley was Project Architect for the restoration of First Citizens Bank while working at Kline Swinney Associates. The circa 1825 building was the "Old Factory Store" located in downtown Franklin, Tennessee. For many years in its later life the building housed Dotson's Restaurant before falling into severe disrepair. Mark was part of the team that worked closely with the Heritage Foundation of Franklin & Williamson County and the owner to restore the building while converting it for use as the main office for a local bank. Additionally, they assisted the owner in having the structure placed on the National Register of Historic Places.



ACORD

DATE (MM/DD/YYYY)

07/05/2012

PRODUCER

FAX (650) 215-4900

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INDEX

REVISION NUMBER: 3

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DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACCID 101, Additional Remarks Schedule, if more space is required)

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS

~~AUTHORITY SECRETARY~~

(JNV)

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License - Mark F Hawley, AIA

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF ARCHITECTURE & INTERIOR DESIGN SEQ# L12120100228

DATE	BATCHNUMBER	LICENSE NBR
12/01/2012	128156502	AR91759

The ARCHITECT
Named below IS LICENSED
Under the provisions of Chapter 481 FS.
Expiration date: FEB 28, 2015

HAWLEY, MARK F
1200 EBBY LANE
PANAMA CITY

FL 32404

RICK SCOTT
GOVERNOR

DISPLAY AS REQUIRED BY LAW

KEN LAWSON
SECRETARY

License - The Associates, LLC

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF ARCHITECTURE & INTERIOR DESIGN SEQ# L12120100270

DATE	BATCHNUMBER	LICENSE NBR
12/01/2012	128156507	AA26000990

The ARCHITECT CORPORATION
Named below IS CERTIFIED
Under the provisions of Chapter 481 FS.
Expiration date: FEB 28, 2015

THE ASSOCIATES LLC
PO BOX 42
PANAMA CITY

FL 32402

RICK SCOTT
GOVERNOR

DISPLAY AS REQUIRED BY LAW

KEN LAWSON
SECRETARY

State of Florida

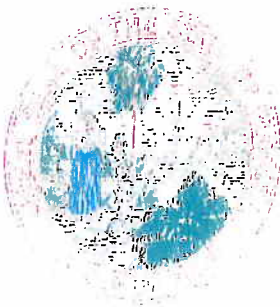
Department of State

I certify from the records of this office that THE ASSOCIATES, LLC, is a limited liability company organized under the laws of the State of Florida, filed on July 23, 2004, effective July 23, 2004.

The document number of this company is L04000054728.

I further certify that said company has paid all fees due this office through December 31, 2013, that its most recent annual report was filed on January 29, 2013, and its status is active.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this is
the Twenty ninth day of January,
2013*



Ken Detmer

Secretary of State

Authentication ID: CC1428200974

To authenticate this certificate, visit the following site, enter this ID, and then follow the instructions displayed.

<https://efile.sunbiz.org/certauthver.html>

REFERENCES

The Associates, LLC:

Mr. Wayne Stubbs, Executive Director
Panama City Port Authority
5321 West Highway 98
Panama City, FL 32401
(850) 767-3220

Mr. Bill Kinsaul
Bay County Clerk of Court & Comptroller
300 East 4th Street
Panama City, FL 32401
(850) 747-5222

Mr. George E. Walrond
Division Manager Bay County Engineering
840 West 11th Street
Panama City, FL 3240
(850) 890-8930

Bill Medlock
President
Bay Credit Union
Panama City Beach, Florida
(850)785-6103

Ms. Gail Alsobrook
Executive Director of Port St. Joe Redevelopment
Agency
150 Captain Fred's Place
Port St. Joe, FL 32456

Mr. Garrett J. Anderson
President Anderson Construction Company
2800 W. 30th Court
Panama City, Florida 32405

Michael Heptinstall
Director Haney Technical Center
3016 Highway 77
Lynn Haven, Florida 32405

University Renovations and Planning Projects
References for Mark Hawley, A.I.A.

For Renovation Projects at MTSU
Ms. Patti Miller
Assistant Vice President, Campus Planning, Architect
(615) 898-2411 (Direct 898-2006)
psmiller@mtsu.edu
MTSU Box 44
Murfreesboro, TN 37132

For Planning Projects
Mr. Carl Manka
Research & Planning Senior Director
Facilities Development
Tennessee Board of Regents
(615)366-4401

For Project Management at APSU
Mr. Dick Tracy
Executive Director
Facilities Development
Tennessee Board of Regents
(615)366-4433

For Projects at MTSU
Robert Adams
Vice Chancellor of Finance & Administration
University of Arkansas at Little Rock
(501)569-8595

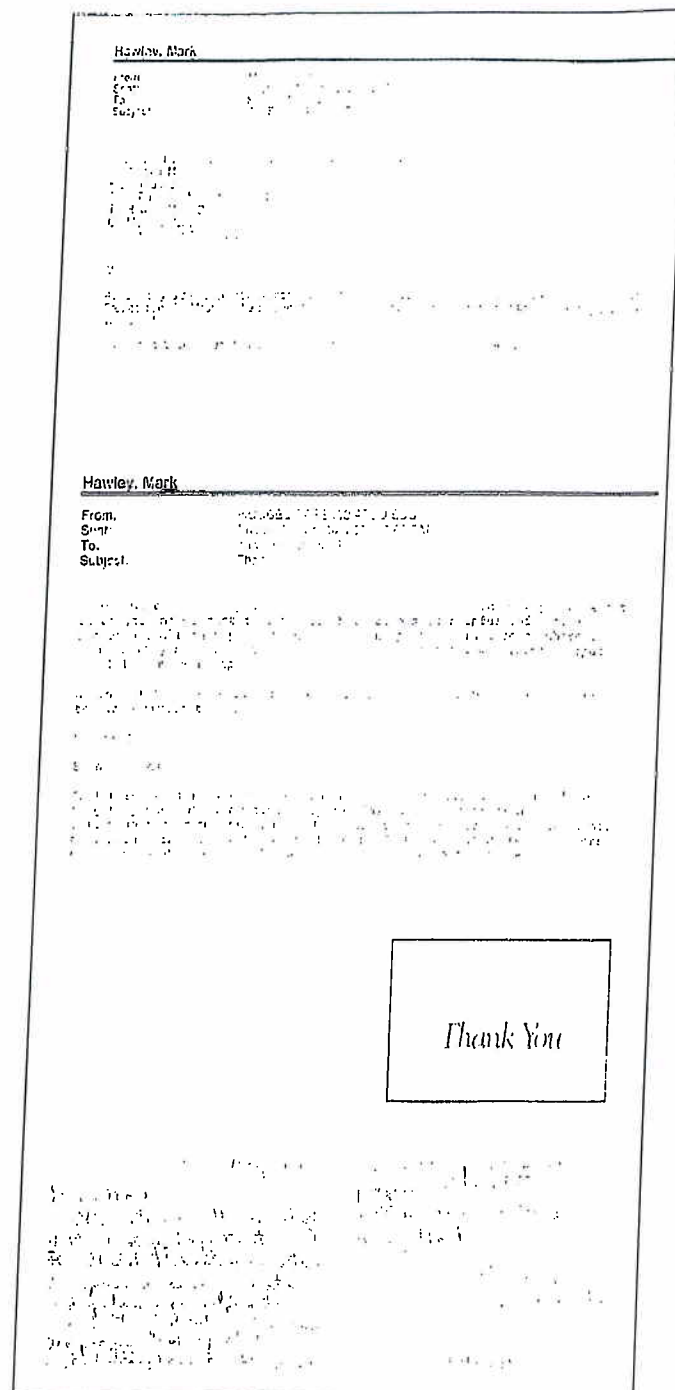
For Tornado Recovery Projects at APSU
Dr. Sal Rinella
CEO & Senior Associate
Penson Associates, Inc.
P.O. Box 12802
Palm Desert, CA 92255
(310)867-3819
srinella@dc.rr.com
Former President APSU

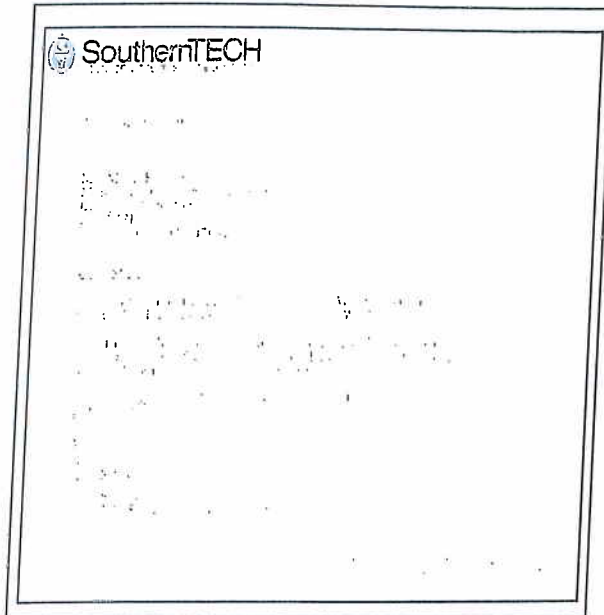
For Classroom Renovations at APSU
Dr. Dolores Gore
School of Education
Austin Peay State University
Clarksville, TN 37044
P 931-552-1753
Director 21st Century Classroom Project (1992-1999)

For FFE Coordination at new Science Building
Dr. Jaime R. Taylor
Dean College of Science & Mathematics
APSU
Clarksville, TN 37044
(931)221-7971

For Renovations and Recreation Building Planning
Dr. Glen Hanley
Director of Campus Recreation
Texas State University
97 W. Mimosa Circle
(512)245-2392
gh18@txstate.edu

Addition Renovation Bldg. "L"
Academic Center for Excellence
Dr. Dale O'Daniel
Director of Athletics
Chipola College
(850)718-2299
odanielf@chipola.edu





association president
A

MTSU lauded by IBM for

Mark Hawley, AIA collaborated with the designer, facility director and the University to ensure a state-of-the-art recreation facility that enhanced MTSU's recruiting efforts.

Dr. Glen Hanley

Ribbon cutting for The Wayne Pace Alumni Center Gates at APSU

Mark Hawley AIA, Architect

Vocational Industrial Clubs of America

APPRECIATION

This is to recognize

for special service in the development of industrial youth and to express the sincere appreciation of the Tennessee District Advisors Association of the Vocational Industrial Clubs of America for faith and support in our goals and purpose.

MTSU Business Future Community

Hawley tries to look into campus future

unsung heroes

MTSU faculty/staff update

Vocational Industrial Clubs of America

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PREBLE-RISH INC
CONSULTING ENGINEERS & SURVEYORS

February 15, 2013

Mr. Jim Anderson, City Manager
City of Port St. Joe
P. O. Box 278
Port St. Joe, FL 32457

Re: 2013 NFWFMD Stormwater Improvements
PRI Project No. 19.000

Dear Mr. Anderson:

Based on our recent meeting, please find below a brief description and preliminary budget for the proposed Stormwater Improvement projects to be used in the request for NFWFMD funding.

- | | |
|---|-----------|
| <u>Stormwater Master Plan</u> | \$50,000 |
| o Create a City wide master stormwater plan to identify and prioritize the needed infrastructure improvements to resolve stormwater quantity and quality issues | |
| <u>Patton Bayou Outfall</u> | \$150,000 |
| o Remove existing silt from outfall to improve upstream stormwater staging issues | |
| o Stabilize side slopes along outfall ditch to correct erosion problems | |
| <u>Battles Street Outfall</u> | \$250,000 |
| o Create detention area to improve stormwater quality and quantity | |
| o Correct upstream staging issues due to improperly sized and/or failing stormwater pipes | |
| <u>Forest Park Stormwater Improvements</u> | \$750,000 |
| o Increase stormwater treatment by creating additional storage areas along an existing drainage ditch | |
| o Construct an outfall weir downstream of the additional storage areas to prevent silts from entering St. Joseph Bay | |

Should you have any questions or need additional information, please do not hesitate contacting me at 850.227.7200.

Sincerely,

Clay Smallwood
Project Manager

S:\019.000\2013 NFWFMD Stormwater\021513 Anderson.doc

Gulf County Chamber of Commerce

P.O. Box 964
Port St. Joe, FL 32457

Invoice Date	Invoice #
1/1/2013	11-625

Send To

City of Port St. Joe
P.O. Box 278
Port St. Joe, FL 32457

Due upon receipt

Description	Amount
	10,000.00
EDC Contribution from City of Port St Joe FY 2012-2013	10,000.00
Chamber Contribution from City of Port St Joe FY 2012-2013	0.00
Florida Sales Tax	
001590/818180	
Total	\$20,000.00

Welcome, janderson Your IP address: 192.168.11.11

Delete & Prev |

Move to: INBOX

Move

Subject: RE: US 98 (SR 30) @ First Street / Port St. Joe
From: "Locke, Charley" <Charley.Locke@dot.state.fl.us>
Date: Thu, February 14, 2013 10:16 am
To: "Jim Anderson" <janderson@psj.fl.gov> ()
Cc: "Perdue, Jared" <Jared.Perdue@dot.state.fl.us> ()
Priority: Normal
Options:

Revised February 14, 2013

Dear Sirs:

I was in contact with Chief Barnes this morning concerning a field review meeting that was scheduled for February 19, 2013 at 3:30 pm central standard time. This meeting was to address the "NO TURN ON RED" sign that was installed on First Street for the south bound through and right turn lane. A time line of events has been compiled concerning this request please (see attached summary). The review of this location indicates that the "NO TURN ON RED" sign has improved the crashes history at this location and no crashes has occurred from the time the sign was installed August 4, 2011 until December 7, 2012. Traffic Operations would not recommend any changes to the current operation of this intersection.

Also, Chief Barnes requested that Traffic Operations review the

location at US 98 (SR 30) and the entrance to McDonalds where vehicles are making left turns across the painted gore area, causing unsafe conditions. Traffic Operations has reviewed this location and offer the following recommendation. A concrete traffic separator cannot be installed without milling and resurfacing US 98 from the intersection of First Street/Marina Drive passed McDonald's Driveway. This would not be an option at this time; we do offer a fix to the problem by installing temporary curb with short flex post. (See attached picture)

The information provided should answer your questions and as discussed with Chief Barnes a meeting is not necessary at time. Should you need any additional information or if I can be of any assistance, please advise.

Sincerely,

Charley E. Locke

Traffic Operations

Special Project Coordinator

Phone: (850) 330-1280

Fax: (850) 330-1280

Summary of US 98 (SR30) @1st Street / "NO TURN ON RED" Sign

- September 16, 2009 – Gulf County CTST/Transportation Committee Meeting Minutes. Chief Barnes discussed accidents that have been occurring at the intersection of First Street and Clifford Sims Parkway (US 98) in Port St. Joe. He requested assistance from Stan Rudd (FDOT) CTST Coordinator in obtaining signage to prevent "Turning Right On Red" from First Street. He also discussed markings for the left turning vehicles from US 98.
- September 21, 2009- Traffic Operations received the above request from FDOT CTST Coordinator Stan Rudd.
- September 22, 2009 – Traffic Operations Liaison from Midway Operations made field review. The following was noted during the field review, inadequate sight-distance for southbound traffic on 1st Street looking to the east to make a right turn onto US 98. Also, it was noticed that the geometrics of the intersection (skew angle) could create difficulty for drivers to see approaching traffic from their left.
- October 19, 2009 – FDOT Traffic Operations after further review of this request determined the signing was for a City Street, and was a local issue.
- November 24, 2009 – Traffic Operations submitted a task work order to Midway Operations to install turning guidelines for the left turns from US 98 onto 1st Street.
- January 26, 2010 – Midway Operations advise the left turning guideline has been installed as request by Traffic Operations.

- April 2011 – It was noted during a field review with FDOT Traffic Operations and the City of Port St Joe that a post mounted “No Turn On Red” sign with red lights was installed on 1st Street at US 98. The City was advised that the sign installation with the red lights was in violation of the “Manual On Uniform Traffic Control Devices” (MUTCD), FDOT “Traffic Engineering Manual”, and FDOT “Design Standards”. The City of Port St. Joe was asked to remove this sign.
- August 01, 2011 – Traffic Operations pulled the crash history for US 98 (SR 30) @ 1st Street. The crash data was reviewed for the period of 01/01/08 until 08/01/2011. In this time period there have been 4 crashes, 0 fatalities and 0 injuries that show up in the CAR System @ this time. There was 1 crash, 0 fatalities and 0 injuries in 2008 and in 2009 there were 3 crashes, 0 fatalities and 4 injuries.

The crash consisted of: 1 coll. w/mv in trans. Angle, 2 coll. w/mv in trans. Left turn, and 1 coll. w/mv in trans. right turn.

According to the law enforcement long form, contributing causes were: 4 no improper driving /action, 3 failed to yield right of way and 1 disregarded traffic signal.

- August 4, 2011 – Traffic Operations submitted a task work order to Midway Operations to install a “No Turn On Red” sign to be in compliance with the MUTCD section 2B.54. The Operational Analysis indicated there was inadequate sight distance for traffic south bound turning right from 1st Street onto US 98. The geometrics of this intersection could also cause unexpected conflicts for traffic turning right from 1st Street on to US 98.

- o December 02, 2012 – Chief Barnes ask that FDOT Traffic Operations attend a work shop to discuss the “No Turn On Red” sign for 1st Street.
- o December 7, 2012 - Traffic Operations pulled the crash data from 08/01/2011 to the current date no crash has been was reported.



Richard Burkett
Code Enforcement Insepctor

Code Enforcement
2013 Activity

Activity As of 2-13-13
City Of Port St. Joe

	Open	Closed	Total	Increase Since 1/30/13
Unlawful Accumulation	10	3	13	5
Substandard Structure	8	1	9	7
Abandoned Vechicle	2		2	1
Unlawful Sewer				
Land regulation Violation	2		2	
Business Lic. Violation				
Special Master Hearings				
Building Demolition				
Waste Violation	8	23	31	6
Sign Violation	0	1	1	

Total	30	Total	28	Total	58	Total	19
				2013 Year			
				Cases			

Port St. Joe Redevelopment Agency
Board of Directors
Gulf County Welcome Center Conference Room
150 Captain Fred's Place

MEETING MINUTES
December 13, 2012
10:00 AM

The Mission of the Port St. Joe Redevelopment Agency is to serve the community by guiding redevelopment activities to create a vibrant downtown core and revitalized neighborhood, to improve quality of life, and to stimulate economic growth within the Agency's District.

ATTENDANCE

Willie Ramsey	Chairman	(WR)	Present
Boyd Pickett	Vice Chair	(BP)	Present
Aaron Farnsley	Treasurer	(AF)	Present
Linda Gant	Director	(LG)	Absent
Clarence Monette	Director	(CM)	Present (arrived 10:27)
Marie Todd	Director	(MT)	Present
Bo Spring	Director	(BS)	Present
John Jenkins	Provisional Director	(JJ)	Present
Gail Alsobrook	Executive Director	(GA)	Present

Voting Key – (motion by / second by, votes for – votes against)

I. Call to Order - The meeting was called to order by the chair at 10 AM.

II. Bay Park Recreation Area and Master Plan

The Associates LLC presented the schematic design for the water recreation area/master plan of the Bay Park.

III. Consent Agenda - The revised minutes of the October 11 regular meeting and November 8 regular meeting were approved (BP/CM, 6-0).

IV. Agency Operations

A. The financial report was presented.

B. Governance

1. The board accepted the resignation of Jeff Anderson, with thanks to him for his service (BP/BS, 6-0).

2. The board voted (BP/AF, 6-0) to fill the two vacant seats with provisional directors, Johnny Jenkins and Michael McKenzie. Pastor Jenkins accepted at the meeting, and GA will contact Mr. McKenzie. At the January 10 regular meeting, the board will identify two potential provisional directors.

V. Project Status Report

- A. The board directed GA to replace the faulty pump at the Dr. Joe Parking Lot.

VI. Grant Program Status Report

A. Façade Grants

1. The revised Façade Grant Application was approved by the board (BS/AF, 6-0).
2. Kaotic Ink's request was tabled again pending confirmation of business remaining within the redevelopment area.
3. The Laundry Basket was encouraged to reach agreement with their current landlord to reuse the existing front sign at the new location.

B. Grant Report

1. FDOT North Port St. Joe Gateway Landscape Project: The Joint Partnership Agreement has been received from FDOT; upon review and execution, the PSJRA will publish the RFP and move forward with the project.
2. The USDA continues to consider allowing the PSJRA to utilize the remaining funds at the Billy Joe Rish Memorial Parking Lot to construct a deck and gazebo (funds permitting) over the storm water retention pond. The gazebo will be utilized to promote community events and local merchants.
3. An LOI has been submitted to the Ford Foundation for sidewalks and lighting at Langston Drive.
4. BP Gulf Coast Tourism Promotional Fund –
 - o The update of the Downtown Map is in process through the original designer, Kerigan Marketing. The reprinting process will go out for competitive bidding.
 - o The banner program has been designed, with the fabrication process to be put out to competitive bid.
 - o The \$125,000 award to the City of Port St. Joe through a grant written by the PSJRA to fund a film documentary on the rescue/relocation of the lighthouse is on hold pending the imminent award of the structures. AF noted a public broadcast channel that produces similar documentaries on "Crossroads."

VII. New Business

A. Monthly Reports

1. The PSJRA will request being added to the BOCC agenda to report on the Agency's activities the first meeting of every month. Bimonthly reports to the City Commission will continue.

B. Office Relocation

1. The potential office relocation was discussed and tabled until an actual request is issued by the TDC/County.

C. Next Meeting

1. The next meeting will be held on Thursday, January 10 at 10 AM. GA will advertise accordingly

VIII. Meeting Adjournment - The meeting was adjourned at 11:33 am (BP/CM, 6-0).

Approved:


Willie Ramsey -- Chair
Boyd Pickett -- Vice Chair

Port St. Joe Redevelopment Agency
Board of Directors
Gulf County Welcome Center
MEETING AGENDA

February 21, 2013 - 10 AM

I. CALL TO ORDER

II. CITIZENS TO BE HEARD

III. CONSENT AGENDA

- A. Approve meeting minutes of January 17 regular meeting (officer signatures).

IV. AGENCY OPERATIONS

A. Financial

1. January Financial Reports
Balance Sheet & Profit and Loss-Budget vs. Actual
Accounts Payable Report
Bank Statements and Reconciliation Reports

B. Governance

1. Provisional Members – Status
2. Ethics and Exceptions - Tom Gibson

C. Reporting

1. Annual Report Draft

V. PROJECT STATUS REPORT

- A. Lighthouse Relocation Status – City issuing RFQs for project management and fundraising

VI. GRANT PROGRAM STATUS REPORT

A. Grant Report

1. MLK Sidewalk Grant – Request by Commissioner Smiley for Public Workshop on Tuesday, February 26 @ 6 PM Washington Gym
2. New Banner Program – Award Bid for Fabrication
3. FDOT Landscape – Recommend Award to present to City Commission
4. BayPark Master Plan – Grant final deliverable in process
5. Deck at BJR Parking Lot – Deadline for bids February 1. Discuss process for award.
6. Langston Drive – New Grant Submission
7. Downtown Map – Next Step: RFP for printing
8. Lighthouse Relocation Documentary – Discuss award process (City or PSJRA).
9. Washington Gym Complex – Discuss focus for grants.

- B. Façade Grant Program
No report.

VII. NEW BUSINESS

- A. Chamber Dinner – February 28
- B. Office Relocation – City directive and status
- C. Discuss potential partnership with Port Authority and EDC to develop Low Dock.
- D. Next meeting – March 21, 2013

VII. MEETING ADJOURNMENT