

City of Holly Hill, Florida
City Commission
Agenda | March 10, 2026

City Commission Chamber

Regular City Commission

6:00 PM

City Hall
1065 Ridgewood Avenue
Holly Hill, FL 32117

City Clerk's Office: (386) 248-9441 – Fax: (386) 248-9448



City Commission Chamber
City Hall
1065 Ridgewood Avenue
Holly Hill, FL 32117

CITY COMMISSION Members

Mayor
John Penny

District 1 - Commissioner
Debra Snow

District 3 - Commissioner
Jeffrey DeLanoy

District 2 - Commissioner
Penny Currie

District 4 - Commissioner
Roy Johnson

City Manager
Joseph Forte

City Clerk
Valerie Manning

1. Call to Order

- a. Roll Call
- b. Invocation by City Commissioner Jeffrey DeLanoy
- c. Pledge of Allegiance

2. Presentations

1. Proclamation - Kenneth "Casey" Bingham - 24 Years of Service to the City of Holly Hill Public Works Department

(Requested by Steve Juengst, Deputy Public Works Director)
2. Heart of Autism, Inc. - Community-Based Autism Support & Partnership Initiative
Presenter: Founder and President, Dr. Canute White

(Requested by Valerie Manning, City Clerk)
3. FY2025 Annual Audit Presentation Presented by Chris Noyes, James Moore & Co., CPAs.

(Requested by Michele Moore, Finance Director)

3. Public Comments

This is the time for the public to come forward with any comments they may have on any subject related to city business not listed on the Regular Agenda or under Public Hearings. Prior to commenting, individuals are asked to clearly state their name and city of residence for the record. Each individual shall be afforded no more than 3 minutes to speak unless such time is extended by a majority vote of the City Commission. The City Clerk's Office is required to retain any documents, photographs, drawings, etc., that are shown to the City Commissioners. All comments shall be directed to the presiding officer.

4. Approval of Minutes

1. Minutes - February 24, 2026 Regular City Commission Workshop - FY26 - FY30 Road Resurfacing Program

(Requested by Valerie Manning, City Clerk)
2. Minutes - February 24, 2026 Regular City Commission meeting

(Requested by Valerie Manning, City Clerk)

5. Consent Agenda - None

The action proposed is stated for each item on the Consent Agenda. Unless a City Commissioner removes an item from the Consent Agenda, no discussion on individual items will occur and a single motion will approve all items. Is there anyone in the audience who wishes to speak on any item on the Consent Agenda?

6. Regular Agenda

1. 2026-R-16 - Commission Chambers Audio / Video System Upgrade - Konzept Systems

(Requested by Michele Moore, Finance Director and Steve Juengst, Deputy Public Works Director)

2. Request for Lien Reduction - 127 12th Street

(Requested by Joseph Forte, City Manager)

7. Public Hearings - None

Please silence any cell phone, pager or noise making device as not to interrupt the meeting. Staff will introduce each item for consideration, with comments and recommendations. The applicant or appellant will be heard first. Comments should be restricted to pertinent information regarding the agenda item under discussion. Out of courtesy to others, we ask that members of the public keep their comments brief and try to limit these comments to information not previously discussed. Members of the public who wish to speak, should state their name and city of residence clearly for the record. Each individual shall be afforded no more than 3 minutes to speak unless such time is extended by a majority vote of the City Commission. The City Clerk’s office is required to retain any documents, photographs, drawings, etc., that are shown to the City Commissioners. The City Commission may ask questions of speakers or of staff members. The Mayor will then ask the City Commission to make a recommendation or motion. Once a motion has been made and seconded, discussion will be closed to the floor. Following City Commission discussion, a vote will be taken. During voting, Commissioners who do not cast objecting votes are considered to have voted in support of the motion.

8. Communications

- a. City Manager Comments
- b. City Attorney Comments
- c. Mayor Comments
- d. City Commission Comments

9. Adjournment

Website Address – www.hollyhillfl.org (City Clerk)

Notice – If any person decides to appeal any decision of the City Commission at this meeting, he/she will need a record of the proceedings and, for that purpose, he/she 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 City does not prepare or provide such a record.



For special accommodations, please notify the City Clerk's Office at least 72 hours in advance. (386) 248-9441.



Help for the hearing impaired is available through the Assistive Listening System. Receivers can be obtained from the City Clerk's office

In accordance with the Americans with Disabilities Act (ADA), persons needing a special accommodation to participate in the Commission proceedings should contact the City Clerk's Office no later than 3 days prior to the proceedings.



**PROCLAMATION
BY THE MAYOR OF THE CITY OF HOLLY HILL, FLORIDA
RECOGNIZING 24 YEARS OF SERVICE
KENNETH “CASEY” BINGHAM**

WHEREAS, Casey Bingham began his distinguished career with the City of Holly Hill on October 29, 2001, serving as a Custodian for the Public Works Department, and throughout his tenure has exemplified dedication, professionalism, and commitment to public service; and

WHEREAS, over the years, Casey has consistently served the city with distinction, often representing the city as the first face and voice that residents, visitors, and park patrons encounter, leaving a lasting positive impression and fostering strong community relationships; and

WHEREAS, during his career, Casey has developed exceptional institutional knowledge, demonstrating a deep understanding of City operations and procedures, which has proven invaluable to his coworkers, supervisors, and the overall efficiency and success of the Public Works Department; and

WHEREAS, Casey’s ability to maintain his wit, humor, and positive demeanor through numerous organizational changes and challenges reflects both his resilience and his admirable character, contributing significantly to a supportive, enjoyable, and productive work environment; and

WHEREAS, Casey’s professionalism, reliability, and dedication to his role have made him a trusted colleague and a valued member of the Holly Hill family, and his presence, guidance, and camaraderie will be greatly missed by all who have had the pleasure of working with him; and

WHEREAS, it is fitting that the City of Holly Hill formally recognizes and honors Casey Bingham for his many years of outstanding service, loyalty, and contributions to the community.

NOW THEREFORE, I, John Penny, Mayor of the City of Holly Hill, Florida, by virtue of the authority vested in me as Mayor, and on behalf of the City Commission, do hereby recognize:

KENNETH “CASEY” BINGHAM

and express heartfelt appreciation to Kenneth “Casey” Bingham for his 24 years of exemplary service to the City of Holly Hill and extend best wishes for continued success and fulfillment in all future endeavors and in his retirement.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Holly Hill to be affixed this 10th day of March, 2026.

City of Holly Hill, Florida

John Penny, Mayor

Annual Audit 2025

Presentation to: City of Holly Hill, Florida

Presented by: James Halleran, CPA and Chris Noyes, CPA



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INDEPENDENT AUDITORS' REPORTS

Independent Auditors' Reports on

Financial Statements (p 7 – 9)

- » **Unmodified opinion**

Major Federal Programs and State Projects (p 121 – 123)

- » **No comments**

Internal Control and Compliance (p 124 – 125)

- » **No material weaknesses in internal control over financial reporting were identified – 1 prior year comment corrected**
- » **No compliance comments**

Management Letter Required by Chapter 10.550 (p 126-128)

- » **No comments**

Independent Accountants' Examination Report (p 129)

- » **In compliance with specified Florida investment statutes**



General Fund (Page 26)

<u>Fund Balance</u>	<u>9/30/2025</u>	<u>9/30/2024</u>	<u>9/30/2023</u>
Nonspendable	\$ 66,453	\$ 60,555	\$ 109,630
Restricted	174,374	171,730	18,260
Committed	-0-	-0-	-0-
Assigned	897,003	391,714	945,709
Unassigned	<u>11,142,697</u>	<u>10,028,373</u>	<u>5,997,049</u>
Total	<u>\$ 12,280,527</u>	<u>\$ 10,652,372</u>	<u>\$ 7,070,648</u>

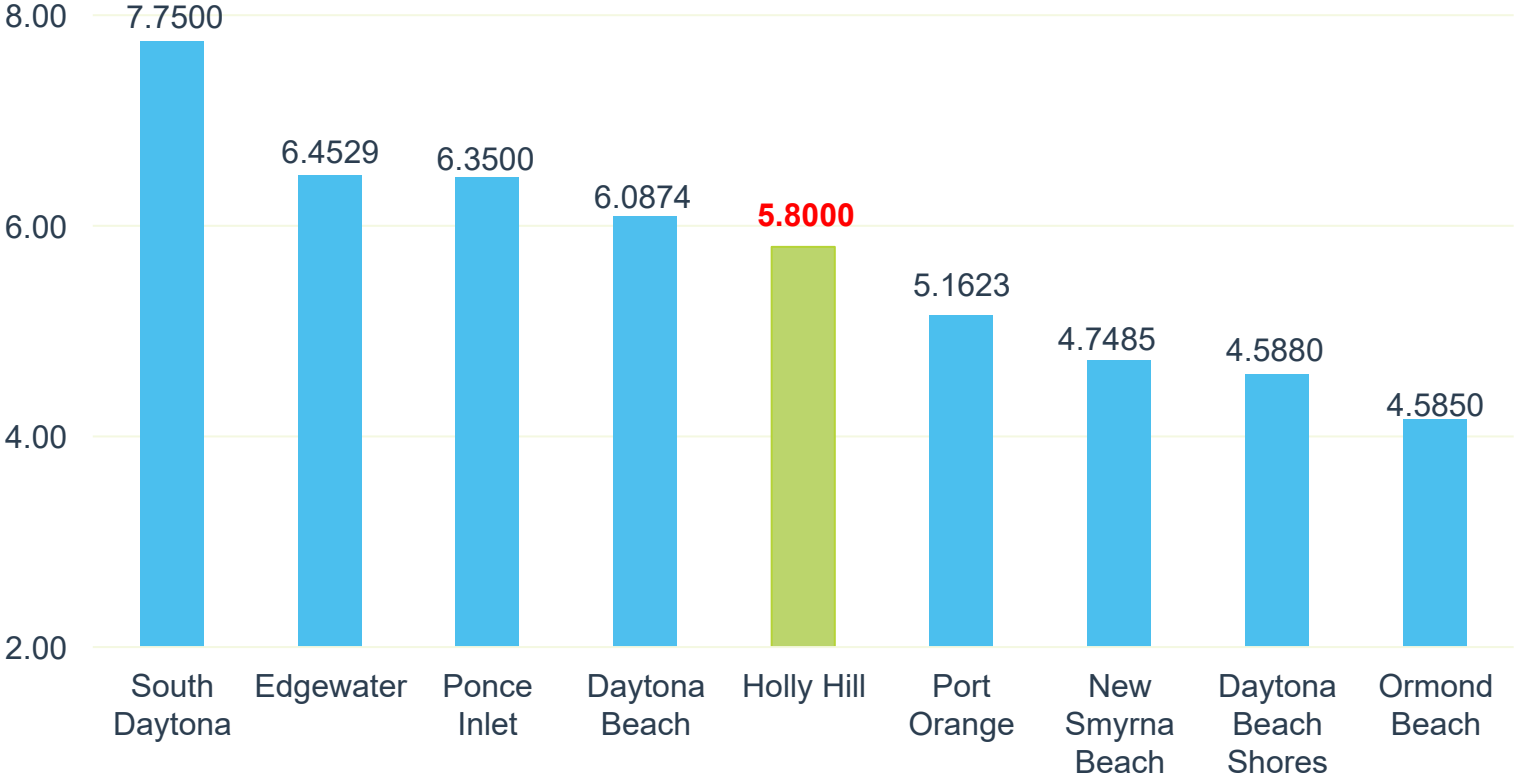
City's Fund Policies

Based on Budgeted Expenditures and Transfers Out

<u>Fund</u>	<u>Minimum %</u>	<u>Maximum %</u>	<u>Actual FY25</u>	<u>Actual FY24</u>
General	20%	25%	77%	85%
Water & Sewer	20%	25%	64%	105%
Solid Waste	20%	100%	79%	91%
Stormwater	20%	25%	82%	157%

Comparable Millage Rates

2025 Levy



Other Governmental Funds



Community Redevelopment Agency (Major Fund)

- » **\$6,518,208 restricted and \$12,378 nonspendable fund balance**
- » **\$1,422,949 decrease from prior year**
- » **Separate audit issued - No comments**

Capital Projects Fund (Major Fund)

- » **\$2,318,620 committed fund balance**
- » **\$834,259 decrease from the prior year (expenditures: \$2.1M and transfers in: \$789K)**

Nonmajor Funds

- » **Impact Fees Trust: \$539,480 restricted fund balance**
 - **\$70,427 net increase in fund balance (expenditures: zero and transfers out: zero)**
- » **Law Enforcement Trust: \$78,904 restricted fund balance**
 - **\$13,416 net decrease in fund balance (expenditures: zero and transfers out: \$18,527)**

Proprietary-Type Funds (Page 30)

History of Unrestricted Net Position in Proprietary Funds:

<u>Fund</u>	<u>9/30/2025</u>	<u>9/30/2024</u>	<u>9/30/2023</u>
Water & Sewer	\$9,529,945*	\$ 10,495,104**	\$ 9,425,647***
Stormwater	2,484,719	2,241,894	2,305,532
Solid Waste	3,410,999	3,025,497	3,181,918

Water and Sewer Fund operating reserves for repairs and replacement (\$3.00 surcharge)

*FY25 designated for future projects totaled \$4.2 million

**FY24 designated for future projects totaled \$5.2 million

***FY23 designated for future projects totaled \$3.9 million

Pension Funds

Net Pension Liability (Asset) history (pages 81-86)

<u>Year</u>	<u>General (FRS)</u>	<u>Police</u>	<u>Fire</u>	<u>Total</u>
2025	\$ 3,825,922	\$ 1,267,524	\$ 653,952	\$ 5,747,398
2024	\$ 4,581,309	\$ 2,837,047	\$ 1,524,304	\$ 8,942,660
2023	\$ 5,103,163	\$ 3,420,715	\$ 1,662,617	\$10,186,495

Funded % with Net Pension Liability measurement:

<u>Year</u>	<u>General (FRS)</u>	<u>Police</u>	<u>Fire</u>
2025	87.26%	92.07%	91.44%
2024	83.70%	81.59%	78.92%
2023	82.38%	77.54%	75.78%

- » **General City Contribution Rates:**
13.63% CY & 2026 14.03%
- » **Police City Contribution Rates:**
18.8% CY & 2026 23.1%
- » **Fire City Contribution Rates:**
37.5% CY & 2026 33.7%

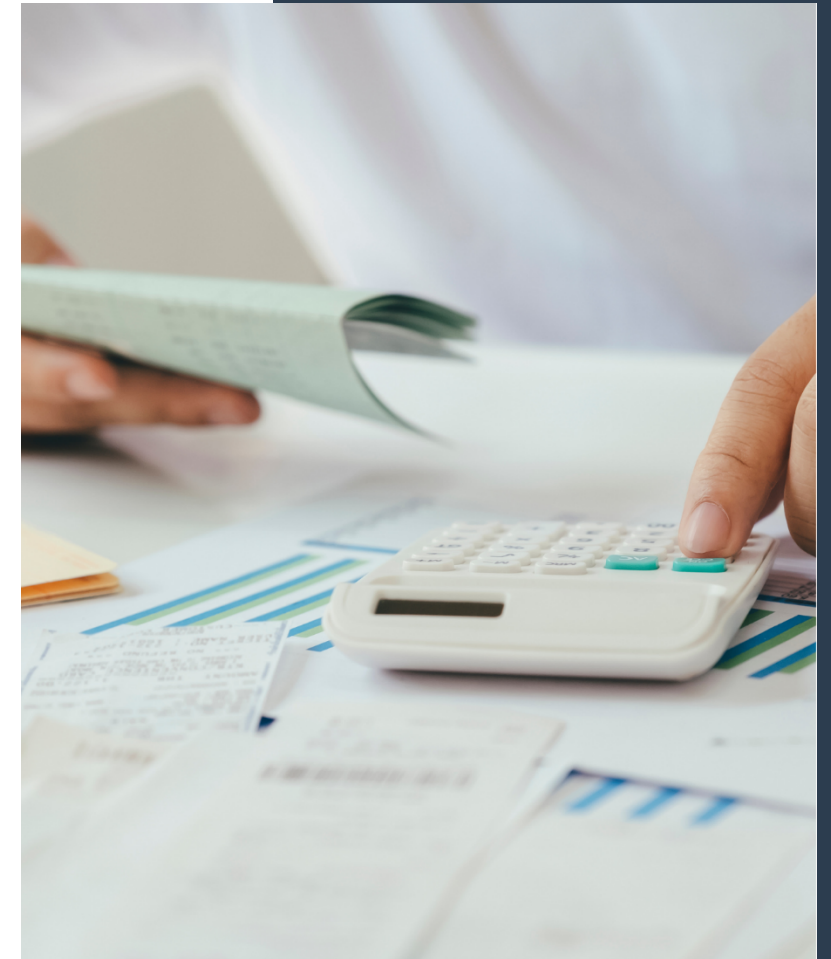
Other Items

Note 8 – Long-Term Liabilities

- » **Governmental activities: \$835K (CRA); no new debt**
- » **Business-type: \$3.0 million; no new debt**
Subscription-Based IT Arrangement of \$930K

FEMA receivable \$665K related to Milton

ARPA funds – Received \$6.2 million and all of it has been spent as of 09/30/2025.



Government Services

James Moore is a full-service firm that provides all the traditional accounting, auditing, and tax services.

- » **Audit & Assurance**
- » **ACFR & Audit Preparation**
- » **Peace of Mind Services**
- » **Revenue Enhancement Services**
- » **Technology Solutions**
- » **HR Solutions**
- » **Retirement Plan Advisory Services**
- » **Operational Excellence**
- » **Strategic Planning**
- » **Transition Planning & Leadership Development**
- » **Business Advisory**

QUESTIONS

Contact



**James Halleran, CPA,
Partner**
James.Halleran@jmco.com



888-387-6851

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City Commission
Minutes • February 24, 2026

City Commission Chamber	Regular City Commission Workshop	5:00 PM
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City Hall
1065 Ridgewood Avenue
Holly Hill, FL 32117

City Clerk's Office: (386) 248-9441 – Fax: (386) 248-9448

1. **Call to Order**

The meeting was called to order at approximately 5:00 PM.

2. **Roll Call**

Present:

Mayor John Penny
City Commissioner Debra Snow
City Commissioner Penny Currie
City Commissioner Jeffrey DeLanoy
Vice Mayor/City Commissioner Roy Johnson

3. **Agenda Item(s)**

1. PowerPoint Presentation - FY26 - FY30 Road Resurfacing Program - Mead & Hunt, Inc.

(Requested by Josef Grusauskas, Public Works Director)

Josef Grusauskas, Public Works Director, introduced David King, PE., Vice President of Mead & Hunt, Inc., who will be going through a PowerPoint presentation for the FY26 - FY30 Road Resurfacing Program. Mr. King went through the following slides for the workshop. ***(This workshop in its entirety is available upon request on a CD in the City Clerk's Office and available online under the CivicPlus Agenda and Minutes section on the homepage).***

FY26 - FY30 Road Resurfacing - PowerPoint Layout for Discussion

- Road Conditions
- Potential Repair Methods
- Funding Considerations
- Discussion & Questions

Streets in Holly Hill

- The City is responsible for approximately 59 miles of streets
- Approximately 12.65 miles have been

milled & resurfaced since 2019

- Approximately 41 miles were assessed by SSMC in 2021
 - 2021 findings were adjusted to account for degradation

(The next four slides are the streets in Holly Hill that have been worked on, being worked on or are in the plans to be worked on — refer to the workshop agenda packet for these pictures within the PowerPoint)

Mill & Resurface Approach

- Previously utilized approach
- Typical FDOT approach
 - Mill/grind to remove 1”-2” of asphalt surface
 - Repave with asphaltic concrete
- Approximate current unit cost of \$250K per mile
- Treatment Thresholds
 - PCI of 85 or better were assumed not to need treatment
 - PCI less than 85 will be milled and resurfaced
- Total current cost to mill & resurface remaining roads = \$9.6M

Timeline for Mill & Resurface Only - *(refer to the agenda packet for PowerPoint slide)*

Cape Seal Approach

- Treatment to extend life of asphalt surface
 - Two-step overlay process combining chip seal with slurry seal/micro surfacing (approximately ½” thick)
 - Being used by more municipalities to extend pavement life (if pavement condition is not too far gone)

- 30-50% less expensive than mill & resurface
- Approximate current unit cost of \$170K per mile
- Treatment Thresholds
- Recommended for lower volume/lower load roads, i.e. – residential roads
- Collector and arterial streets would still be milled and resurfaced
- Residential streets between 85 and 55 will be Cape Sealed
- Residential streets with PCI less than 55 will be milled and resurfaced
- Total current cost to treat remaining roads = \$7.53M

Timeline for Cape Seal (with Mill & Resurface) - *(refer to the agenda packet for PowerPoint slide)*

Mill & Resurface - Cumulative Cost - *(refer to the agenda packet for PowerPoint slide)*

Cape Seal with Mill & Resurface - Cumulative Cost - *(refer to the agenda packet for PowerPoint slide)*

4. Adjournment

The workshop adjourned at approximately 5:50 PM.



City Commission
Minutes • February 24, 2026

City Commission Chamber Regular City Commission 6:00 PM

City Hall
1065 Ridgewood Avenue
Holly Hill, FL 32117

City Clerk's Office: (386) 248-9441 – Fax: (386) 248-9448

1. Call to Order

The meeting was called to order at approximately 6:00 PM.

Present:

- Mayor John Penny
- City Commissioner Debra Snow
- City Commissioner Penny Currie
- City Commissioner Jeffrey DeLanoy
- Vice Mayor/City Commissioner Roy Johnson

B. Invocation led by City Commissioner Penny Currie.

C. Pledge of Allegiance led by Mayor John Penny

2. Presentations - None

3. Public Comments

The following individuals came forward to speak to the Mayor and City Commissioners:

Jim Pollitz, Holly Hill and Jim Legary, Holly Hill.

4. Approval of Minutes

1. Minutes - February 10, 2026 Regular City Commission meeting

(Requested by Valerie Manning, City Clerk)

Motion to Approve.	
Result:	Passed [UNANIMOUS]
Mover:	City Commissioner Penny Currie
Second:	City Commissioner Debra Snow
Ayes:	John Penny, Debra Snow, Penny Currie, Jeffrey DeLanoy, Roy Johnson
Nays:	None

2. Minutes - February 10, 2026 Workshop - 125th Anniversary Discussion

(Requested by Valerie Manning, City Clerk)

Motion to .	
Result:	Passed [UNANIMOUS]
Mover:	None
Second:	None
Ayes:	John Penny, Debra Snow, Penny Currie, Jeffrey DeLanoy, Roy Johnson
Nays:	None

5. Consent Agenda

Mayor Penny asked if there was any member of the audience who wished to speak on any item on the Consent Agenda or if any member of the City Commission wished to pull an item for further discussion. There was no one.

1. 2026-R-11 - Utility Billing, Printing, Mailing and Related Services - RFP - 26-FIN-01

(Requested by Michele Moore, Finance Director)

RESOLUTION 2026-R-11

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AWARDED RFP NO. 26-FIN-01 FOR UTILITY BILLING, PRINTING, MAILING, AND RELATED SERVICES TO INFOSEND; AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE A CONTRACT; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Holly Hill requires reliable and efficient utility billing, printing, mailing, and related services to support the monthly billing of water, sewer, and other utility accounts for City residents and businesses; and

WHEREAS, the City issued Request for Proposals (RFP No. 26-FIN-01) for these services, which was publicly advertised and posted on VendorLink on December 31, 2025, in accordance with the City's procurement requirements; and

WHEREAS, sealed proposals were received and opened on January 29, 2026, from three (3) firms: Infosend, Enco, and Wolverin Solutions Group; and

WHEREAS, an evaluation committee reviewed and scored each proposal based on technical capability, quality assurance, experience and references, implementation plan and timeline, and cost; and

WHEREAS, Infosend received the highest overall score and was determined to provide the best overall value to the city; and

WHEREAS, the costs associated with these services are included in the City's adopted operating budget and will be funded through existing utility revenues; and

WHEREAS, the City Commission has determined that awarding RFP No. 26-FIN-01 to Infosend is in the best interest of the city and its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA:

SECTION 1. AUTHORIZATION OF CONTRACT. The City Manager is authorized to negotiate and execute a contract with Infosend for RFP No. 26-FIN-01, Utility Billing, Printing, Mailing, and Related Services. The contract shall reflect the terms and pricing approved by the City Commission. Costs for these services will be paid from existing utility revenues as provided in the adopted budget.

SECTION 2. SEVERABILITY. If any provision of this Resolution is held illegal, invalid, or unenforceable, the remainder shall not be affected and shall remain in full force and effect.

SECTION 3. CONFLICTS. All resolutions of the City or parts thereof in conflict herewith, if any, are hereby repealed to the extent of such conflict.

SECTION 4. EFFECTIVE DATE. This Resolution shall become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 24th day of FEBRUARY 2026.

Motion to Approve.	
Result:	Passed [UNANIMOUS]
Mover:	City Commissioner Penny Currie
Second:	City Commissioner Jeffrey DeLanoy
Ayes:	John Penny, Debra Snow, Penny Currie, Jeffrey DeLanoy, Roy Johnson
Nays:	None

2. 2026-R-12 - CRA Budget Amendment

(Requested by Michele Moore, Finance Director)

RESOLUTION 2026-R-12

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, VOLUSIA COUNTY, FLORIDA, AMENDING THE ADOPTED BUDGET FOR THE CITY OF HOLLY HILL FOR THE FISCAL YEAR 2025–2026; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Holly Hill amends its annual budget as changes occur throughout the fiscal year; and

WHEREAS, the Community Redevelopment Agency (CRA) original budget for Ad Valorem Taxes and Interlocal Share Tax Increment Financing (TIF) revenues was based on preliminary property values; and

WHEREAS, in January, the City received the post-Value Adjustment Board (VAB) certified property values, resulting in Ad Valorem tax revenue being \$1,897.00 greater than originally adopted and Interlocal Share TIF revenue being \$9,115.00 less than originally adopted; and

WHEREAS, due to the number of received and anticipated applications, the City desires to increase funding for the Property Improvement Grant Program in the amount of \$75,000, to be funded through available carryforward funds; and

WHEREAS, the city anticipates receiving sponsorship revenue for the ***Movies with A Cop program*** and has budgeted estimated revenue in the amount of \$500.00; and

WHEREAS, these adjustments are necessary to accurately reflect updated revenues and expenditures and to maintain a sound and sustainable financial plan consistent with the goals of the City Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA:

SECTION 1. The City Commission hereby amends the Fiscal Year 2025–2026 budget to:

(a) Adjust Ad Valorem tax revenue to reflect an increase of \$1,897.00 based on post-VAB certified values;

(b) Adjust Interlocal Share TIF revenue to reflect a decrease of \$9,115.00 based on post-VAB certified values;

(c) Increase the Property Improvement Grant Program budget by \$75,000.00, funded through available carryforward;

(d) Recognize anticipated sponsorship revenue for Movies with A Cop in the amount of \$500.00.

SECTION 2. SEVERABILITY. If any section or portion of a section of this Resolution is found to be invalid, unlawful, or unconstitutional, such finding shall not affect the validity, force, or effect of the remaining portions of this Resolution.

SECTION 3. EFFECTIVE DATE. This Resolution shall become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 24th day of FEBRUARY 2026.

Motion to Approve.	
Result:	Passed [UNANIMOUS]
Mover:	City Commissioner Penny Currie
Second:	City Commissioner Jeffrey DeLanoy
Ayes:	John Penny, Debra Snow, Penny Currie, Jeffrey DeLanoy, Roy Johnson
Nays:	None

6. Regular Agenda

1. 2026-R-13 - Wastewater Supplemental Appropriation State Revolving Fund (SRF) Application

(Requested by Josef Grusauskas, Public Works Director)

RESOLUTION 2026-R-13

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, RELATING TO THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION CLEAN WATER STATE REVOLVING FUND LOAN PROGRAM, SPECIAL APPROPRIATION FOR HURRICANES HELENE AND MILTON AND THE HAWAI'I WILDFIRES; MAKING FINDINGS; AUTHORIZING THE LOAN APPLICATION; AUTHORIZING THE LOAN AGREEMENT; DESIGNATING AN AUTHORIZED REPRESENTATIVE; PROVIDING ASSURANCES; PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, Florida Statutes provide for loans to local government agencies to finance the construction of wastewater treatment facilities and wastewater conveyance systems; and

WHEREAS, Florida Administrative Code rules require authorization to apply for loans, to establish pledged revenues, to designate an authorized representative; to provide assurances of compliance with loan program requirements; and to enter into a loan agreement; and

WHEREAS, the Clean Water State Revolving Fund (CWSRF) loan priority list designates Project No. 6410D (Holly Hill I&I and BTU Resilience) as eligible for available funding from the Supplemental Appropriation for Hurricanes Helene and Milton and the Hawaii's Wildfires (SA-HMW); and

WHEREAS, the City of Holly Hill, Florida intends to enter into a loan agreement with the Department of Environmental Protection under the Clean Water State Revolving Fund for project financing.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA:

SECTION 1. The foregoing findings are incorporated herein by reference and made a part hereof.

SECTION 2. The City of Holly Hill, Florida is authorized to apply for a loan from the FDEP's CWSRF SA-HMW in the amount of \$19,166,503 to finance the Holly Hill I&I and BTU Resilience project.

SECTION 3. This loan will be one hundred percent principal forgiveness. There will be no revenues pledged for the repayment of this loan.

SECTION 4. The City Manager is hereby designated as the authorized representative to provide the assurances and commitments required by the loan application.

SECTION 5. The mayor is hereby designated as the authorized representative to execute the loan agreement which will become a binding obligation in accordance with its terms when signed by both parties. The mayor is authorized to represent the city in carrying out the City's responsibilities under the loan agreement. The mayor is authorized to delegate responsibility to appropriate City staff to carry out technical, financial, and administrative activities associated with the loan agreement.

SECTION 6. The legal authority for borrowing to construct this Project is Section

166.111, Florida Statutes and Section 403.8532, Florida Statutes.

SECTION 7. All Resolutions or part of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 8. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

SECTION 9. This Resolution shall become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 24th day of FEBRUARY 2026.

Mayor Penny opened public participation. No one spoke.

Motion to Approve.	
Result:	Passed [UNANIMOUS]
Mover:	Vice Mayor/City Commissioner Roy Johnson
Second:	City Commissioner Penny Currie
Ayes:	John Penny, Debra Snow, Penny Currie, Jeffrey DeLanoy, Roy Johnson
Nays:	None

- 2. 2026-R-14 - Water Supplemental Appropriation State Revolving Fund (SRF) Application

(Requested by Josef Grusauskas, Public Works Director)

RESOLUTION 2026-R-14

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, RELATING TO THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION DRINKING WATER STATE REVOLVING FUND LOAN PROGRAM, SPECIAL APPROPRIATION FOR HURRICANES HELENE AND MILTON AND THE HAWAI'I WILDFIRES; MAKING FINDINGS; AUTHORIZING THE LOAN APPLICATION; AUTHORIZING THE LOAN AGREEMENT; DESIGNATING AN AUTHORIZED REPRESENTATIVE; PROVIDING ASSURANCES; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND AN EFFECTIVE DATE.

WHEREAS, Florida Statutes provide for loans to local government agencies to finance the construction of water supply infrastructure; and

WHEREAS, Florida Administrative Code rules require authorization to apply for loans, to establish pledged revenues, to designate an authorized representative; to provide assurances of compliance with loan program requirements; and to enter into a loan agreement; and

WHEREAS, the Drinking Water State Revolving Fund (DWSRF) loan priority list designates Project No. 6410C (State Avenue Water Main Replacement) as eligible for available funding from the Supplemental Appropriation for Hurricanes Helene and Milton and the Hawaii's Wildfires (SA-HMW); and

WHEREAS, the City of Holly Hill, Florida, intends to enter into a loan agreement with the Department of Environmental Protection under the Drinking Water State Revolving Fund for project financing.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA:

SECTION 1. The foregoing findings are incorporated herein by reference and made a part hereof.

SECTION 2. The City of Holly Hill, Florida is authorized to apply for a loan from the FDEP's DWSRF SA-HMW in the amount of \$2,856,823 to finance the State Avenue Water Main Replacement project.

SECTION 3. This loan will be one hundred percent principal forgiveness. There will be no revenues pledged for the repayment of this loan.

SECTION 4. The City Manager is hereby designated as the authorized representative to provide the assurances and commitments required by the loan application.

SECTION 5. The mayor is hereby designated as the authorized representative to execute the loan agreement which will become a binding obligation in accordance with its terms when signed by both parties. The mayor is authorized to represent the city in carrying out the City's responsibilities under the loan agreement. The mayor is authorized to delegate responsibility to appropriate City staff to carry out technical, financial, and administrative activities associated with the loan agreement.

SECTION 6. The legal authority for borrowings to construct this Project is Section 166.111, Florida Statutes and Section 403.8532, Florida Statutes.

SECTION 7. All Resolutions or part of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 8. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

SECTION 9. This Resolution shall become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 24th day of FEBRUARY 2026.

Mayor Penny opened public participation. No one spoke.

Motion to Approve.	
Result:	Passed [UNANIMOUS]
Mover:	Vice Mayor/City Commissioner Roy Johnson
Second:	City Commissioner Debra Snow
Ayes:	John Penny, Debra Snow, Penny Currie, Roy Johnson
Nays:	Jeffrey DeLanoy

3. 2026-R-15 - Professional Consultant Service Wastewater Treatment Plant

(Requested by Josef Grusauskas, Public Works Director)

RESOLUTION 2026-R-15

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXTEND THE AGREEMENT WITH MEAD AND HUNT, INC., TO PROVIDE PROFESSIONAL CONSULTANT SERVICES FOR THE CAPITAL WASTEWATER TREATMENT PLANT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the city desires to create resilient treatment capital improvements to the City's Wastewater Treatment Plant (WWTP) utilizing ARPA and SAHFI funding; and **WHEREAS**, the capital improvements will add redundant capacity to the wastewater system to make the facility more resilient in the event of natural disasters such as tropical storms, tidal rise, and hurricanes; and

WHEREAS, the city entered into a Professional Consultant Services Agreement with Mead & Hunt, Inc., with Resolution 2022-R-28 on May 10, 2022 for ARPA-funded improvements, and subsequently additional related tasks for the SAHFI Capital Improvement Projects with Resolution 2024-R-92 on November 12, 2024; and **WHEREAS**, the City wishes to extend the Professional Consultant Services Agreement for the renewal periods allowed in the original contract to continue engineering, design, permitting, coordination, and implementation services.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA:

SECTION 1. The City Commission of the City of Holly Hill does hereby authorize the City Manager to extend the agreement with Mead & Hunt, Inc., to provide professional services for Wastewater Treatment Plant improvements related to ARPA and SAHFI funding for the **second of two (2) one-year renewals.**

SECTION 2. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

SECTION 3. This Resolution shall take effect immediately upon its adoption.
APPROVED AND AUTHENTICATED on this 24th day of FEBRUARY 2026.

Mayor Penny opened public participation. No one spoke.

Motion to Approve.	
Result:	Passed [UNANIMOUS]
Mover:	Vice Mayor/City Commissioner Roy Johnson
Second:	City Commissioner Penny Currie
Ayes:	John Penny, Debra Snow, Penny Currie, Jeffrey DeLanoy, Roy Johnson
Nays:	None

4. Request for Lien Reduction - 618 Flomich Street

(Requested by Joseph Forte, City Manager)

Mr. Forte read through the staff report in regards to the lien reduction request for 618 Flomich Street. The original owner was Thomas Bunch who is deceased. The property had fallen into disrepair and became the location of squatters and known drug activity.

With the assistance of the VCSO, the squatters were removed from the property and the structures were eventually demolished bringing the property into compliance on August 28, 2025. The property went through the foreclosure process. However, it appears the city's lien was not addressed and remains attached to the property. The new owners of the property, HSBC Bank USA, as indentured trustee for the register noteholders of Renaissance Home Equity Loan Trust 2007-1, have submitted a request for a lien reduction. Their request is to grant a release of lien in the amount of \$285,850.00 for Case No. CER 223-3702. They are requesting 100% relief. The property is currently meeting compliance standards because the structures have been removed and the grounds leveled. Since there is no structure on the property and the lien of \$285,850.00 far exceeds the estimated value of the property of \$26,460.00 according to the VCPA, the City typically assesses a lien reduction in the amount of 10% of the value of the property plus administrative costs. Staff is requesting to reduce the lien from \$286,640 to the amount of \$3,403.13 to be paid no later than March 27, 2026, and submit a release of the lien upon satisfaction of the payment.

Mayor Penny opened public participation. No one spoke.

Motion to Approve.	
Result:	Passed [UNANIMOUS]
Mover:	City Commissioner Penny Currie
Second:	City Commissioner Debra Snow
Ayes:	John Penny, Debra Snow, Penny Currie, Jeffrey DeLanoy, Roy Johnson
Nays:	None

5. Request for Lien Reduction - 1536 Espanola Avenue

(Requested by Joseph Forte, City Manager)

Mr. Forte read through the staff report regarding the lien reduction request for 1536 Espanola Avenue. The City received a request for a Reduction of a Code Enforcement Lien that has been placed on the property located at 1536 Espanola Avenue, Holly Hill, FL 32117. The original owners were Rachel Gulbin and Gregory Malchesky. A certificate of title was AMENDED on October 7, 2025, transferring the owners of the property to Federal National Mortgage, through an FCL sale. Federal National Mortgage is now the owner of the property. The property is currently meeting compliance

standards as of December 17, 2025. Therefore, the property is eligible for a lien reduction. Staff is requesting to reduce the lien from \$94,350 to the amount of \$10,040.13 to be paid no later than March 27, 2026 and submit a release of lien upon satisfaction of the payment.

Mayor Penny opened public participation. No one spoke.

Motion to Approve.	
Result:	Passed [UNANIMOUS]
Mover:	City Commissioner Penny Currie
Second:	Vice Mayor/City Commissioner Roy Johnson
Ayes:	John Penny, Debra Snow, Penny Currie, Jeffrey DeLanoy, Roy Johnson
Nays:	None

7. Public Hearings

1. SECOND READING - Ordinance 3096 - Pool Enclosure Setback

(Requested by Brian Walker, City Planner)

ORDINANCE 3096

AN ORDINANCE OF THE CITY OF HOLLY HILL, FLORIDA, AMENDING SECTIONS 114-742 AND 114-761 OF THE CITY CODE TO AMEND THE SETBACK REQUIREMENT FOR POOL SCREEN ENCLOSURES MEETING SPECIFIC CRITERIA, AND REMOVING UNNECESSARY LANGUAGE; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission finds that current pool enclosure setbacks are not compatible with the setbacks required of swimming pools; and

WHEREAS, pool enclosure setbacks impose a potential hardship on residents; and

WHEREAS, the City Commission recognizes the need for uniformity in zoning/setback standards for pools, their enclosures, and the dimensional requirements of said structures;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA:

SECTION 1. Incorporation of Recitals. The above recitals are incorporated herein by reference and form an integral part of the Ordinance.

SECTION 2. That the language of Section 114-742(D) is amended to add the underlined and highlighted language below as follows:

D. Pools, whether public or private, shall comply with Chapter 3, Articles I and II, the Florida Building Code, all applicable regulations of the Florida Department of Health and Rehabilitative Services and other State agencies, and to the following:

1. Setbacks:

d. Pool Enclosures. Pool enclosure structures may be placed up to five feet from the rear property line provided they meet the following criteria:

- The enclosure is no more than 12 feet in height.
- The rear, sides, and roof of the enclosure are screened, and other than the framing, do not contain any solid surfaces that impede sunlight to surrounding properties.
- The enclosure does not extend more than 7 feet beyond the waters edge, except for that portion of the enclosure that is connected to, and an integral part of, the principal structure. However, in no case may the enclosure be closer than 5 feet from the rear property line.

Pool enclosures not meeting the above criteria are considered an accessory structure that must meet the district setbacks required for a principal structure.

SECTION 3. That the language of Section 114-761(2) is stricken as follows:

Every part of every yard shall be open and unobstructed from the ground up by any

structure, except as follows:

(2) Screened swimming pool enclosures. Any swimming pool enclosure which consists of screening on three or more sides shall be considered as an accessory building for the purposes of this subpart, except that such screened swimming pool enclosure may be attached to an integral part of the principal building itself.

SECTION 4. SEVERABILITY. If any section, sentence, phrase, word, or portion of this Ordinance is determined to be invalid, unlawful, or unconstitutional, said determination shall not be held to invalidate or impair the validity, force, or effect of any other section, sentence, phrase, word, or portion of this Ordinance not otherwise determined to be invalid, unlawful, or unconstitutional.

SECTION 5. CONFLICTS. All ordinances or part of ordinances in conflict with this Ordinance are hereby repealed consistent, however, with the provisions of this Ordinance relative to the transitional application of the land development regulations.

SECTION 6. EFFECTIVE DATE. That this Ordinance shall become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 24th day of FEBRUARY 2026 for second and final reading.

Joshua Steele, Senior Planner, briefly spoke and informed the Mayor and City Commissioners that there have been no changes since first reading.

Mayor Penny opened public participation. No one spoke.

(A copy of this meeting in its entirety is available upon request in the City Clerk's Office or available online on the city's YouTube channel).

Motion to Approve.

Result: Passed [UNANIMOUS]

Mover: City Commissioner Penny Currie

Secunder: Vice Mayor/City Commissioner Roy Johnson

Ayes: John Penny, Debra Snow, Penny Currie, Roy Johnson

Nays: Jeffrey DeLanoy

8. Communications

- a. City Manager - Mr. Forte mentioned that the Holly Hill Historic Society would like to move the cannon over to Sica Hall so it's close to the museum. If there is no objection from the Commission, he will make arrangements for that to be moved over there. **There was no objection from the Commission.**
- b. Commissioner Currie encouraged anyone that is interested in running for office to run on their own issues and to run a positive, clean campaign.
- c. Commissioner Johnson mentioned that there will be a re-grandopening at the Volusia Sports Center under new ownership/management; welcomed Mr. Sansom for running for District 4; thanked everyone for their prayers and is happy that he will be going home from rehab this week.
- d. Commissioner DeLanoy asked for an update on the security measures for City Hall. Mr. Forte stated that he will follow up with staff and take a look at the budget and get back to them.
- e. Commissioner Snow shared her concerns and two incidents that involved electric bikes on the sidewalk along Riverside Drive and Daytona Avenue. Commissioner Snow thanked Mr. Pollitz for coming forward and sharing with us during Public

Comments and offering resolutions and not just stating a problem.

- f. Mayor Penny spoke about the electric bikes as well and suggested that temporary signage be placed along the sidewalk on Riverside Drive with the Ordinance informing the public that those are not allowed and also a temporary "boat paking only" sign because cars are parking in the boat slots and there's no where for the trucks to park that are pulling the boats.

9. Adjournment

The meeting adjourned at approximately 6:45 PM.

DISCUSSION:

The City of Holly Hill requires an upgraded audio and video system for the Commission Chambers to support City meetings, public hearings, and other official proceedings. The current system is not functioning optimally, and this project will provide clear, reliable audio and modernized equipment to ensure effective meeting operations.

To obtain these services, the City issued Request for Proposals (RFP 26-PW-01) in accordance with its procurement requirements. Proposals were received from qualified vendors, and an evaluation committee convened in a publicly announced meeting to review and score the submissions and develop a consensus recommendation for award

The RFP sought vendors capable of providing and installing an audio and video system for the Commission Chambers, including wireless microphones, ceiling speakers, amplifiers, digital signal processing equipment, system programming, and staff training, as well as audio/video enhancements for the Large Conference Room.

Proposals were independently evaluated based on technical capability, experience and references, implementation plan and timeline, and cost. The evaluation committee conducted its review in accordance with Florida's Government in the Sunshine Law, with all discussions and scoring was properly documented.

Based on the evaluation and final tabulation of scores, Koncept Systems received the highest overall score and was determined to provide the best value to the city. Therefore, the committee unanimously recommends awarding the contract to Koncept Systems.

FISCAL ANALYSIS:

All costs associated with the Commission Chambers Audio and Video System Upgrade are included in the City's adopted capital budget. The total estimated cost of the project is \$48,379.75 and will be funded through existing budgeted appropriations. No additional budget allocation is required at this time. The project # is 26BG02, Account # GL 301-8110-580-6400.

STAFF RECOMMENDATION:

Approval to award RFP 26-PW-01, Commission Chambers Audio and Video System Upgrade, to Koncept Systems, the highest-ranked proposer, and authorization for the City Manager to negotiate and execute a contract.

COMMISSION GOAL:

Goal #1: Develop and maintain a sound and sustainable financial plan for the city that establishes sufficient reserves for all funds, ensures (whenever possible) that user fees pay for services rendered, provides a realistic capital improvement program, and encourages public/private sector partnerships and intergovernmental partnerships.

MOTION:

APPROVE AN AGREEMENT WITH KONCEPT SYSTEMS FOR PROJECT RFP 26-PW-01, COMMISSION CHAMBERS AUDIO/VIDEO SYSTEM UPGRADE, AND AUTHORIZE THE CITY MANAGER TO FINALIZE NEGOTIATIONS AND EXECUTE THE AGREEMENT CONSISTENT WITH THE RFP AWARD, WITH NO CHANGE TO THE APPROVED CONTRACT AMOUNT OR TERM.

RESOLUTION 2026-R-16

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AWARDED RFP 26-PW-01 FOR COMMISSION CHAMBERS AUDIO AND VIDEO SYSTEM UPGRADE TO KONCEPT SYSTEMS; AUTHORIZING THE CITY MANAGER TO FINALIZE NEGOTIATIONS AND EXECUTE A CONTRACT CONSISTENT WITH THE RFP AWARD, WITH NO CHANGE TO THE APPROVED CONTRACT AMOUNT OR TERM; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Holly Hill requires an upgraded audio and video system in the Commission Chambers at City Hall to support City meetings, public hearings, and other official proceedings; and

WHEREAS, the City issued Request for Proposals (RFP 26-PW-01) for Commission Chambers Audio and Video System Upgrade in accordance with the City's procurement requirements; and

WHEREAS, sealed proposals were received from qualified firms; and

WHEREAS, an evaluation committee reviewed and scored each proposal based on technical capability, experience and references, implementation plan and timeline, and cost; and

WHEREAS, Koncept Systems received the highest overall score; and

WHEREAS, the total cost for the project is \$48,379.75 and is included in the City's FY25-26 adopted budget; and

WHEREAS, the City Commission has determined that awarding RFP 26-PW-01 to Koncept Systems is in the best interest of the city.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA:

SECTION 1. AUTHORIZATION OF CONTRACT. The City Manager is authorized to finalize negotiations and execute a contract with Koncept Systems for RFP 26-PW-01, Commission Chambers Audio and Video System Upgrade, consistent with the RFP award, with no change to the approved contract amount or term. The contract shall reflect the terms and pricing approved by the City Commission. Costs for these services shall be paid from existing budgeted appropriations.

SECTION 2. SEVERABILITY. If any provision of this Resolution is held illegal, invalid, or unenforceable, the remainder shall not be affected and shall remain in full force and effect.

SECTION 3. EFFECTIVE DATE. This Resolution shall become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 10th day of MARCH 2026.

Request For Proposal

NUMBER

RFP No. 26 – PW - 01



HOLLY HILL

F L O R I D A

Commission Chambers Audio – Video System Upgrade

Michele Moore, Finance Director

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Request For Proposal
CITY OF HOLLY HILL, FLORIDA
Commission Chambers Audio-Video System Upgrade
RFP BID# 26 –PW- 01

SECTION 1 — INVITATION TO PROPOSE & GENERAL INFORMATION

1.1 Public Notice

The City of Holly Hill, Florida (the “City”) is accepting sealed proposals from qualified firms for the furnishing, supply, and installation of audio and video equipment in the Commission Chambers and Large Conference Room at City Hall. Work includes upgrading wireless microphones, ceiling speakers, amplifiers, audio/video control systems, cameras, sound bars, A/V casting, system programming, and staff training.

Proposing firms must demonstrate experience in similar A/V system installations or utilize experienced subcontractors.

1.2 Proposal Submission Deadline

Sealed proposals will be accepted by the City of Holly Hill, 1065 Ridgewood Avenue, Holly Hill, Florida 32117, **until 2:00 p.m. on February 11, 2026**, at which time proposals will be publicly opened and proposers’ names read aloud in the City Hall Commission Chamber.

1.3 Pre-Proposal Conference meeting:

A non-mandatory pre-proposal conference meeting will be held at **2:00 pm January 22, 2026**, in the City of Holly Hill Commission Chambers, located at City Hall, 1065 Ridgewood Avenue, Holly Hill, FL 32117.

1.4 RFP documents & Addenda

A complete copy of the RFP documents may be obtained electronically through **VendorLink** at www.myvendorlink.com.

Any addenda issued for this RFP will be posted exclusively on VendorLink. It is the responsibility of each proposer to verify that all addenda have been received before submitting a proposal.

1.5 Questions / Contact information

All questions regarding this RFP shall be submitted in writing to:

Mary Mearsheimer
mmearsheimer@hollyhillfl.org

Questions must be received **no later than 5:00 p.m. on February 4, 2026**.

1.6 Lobbying / Unauthorized Communications

To ensure a fair and impartial evaluation process, proposers and their representatives shall not contact any member of the City Commission or City staff regarding this RFP from the date of issuance through final award, except as expressly permitted in this RFP.

All communications regarding this RFP shall be directed only to the City's designated contact person.

1.7 Proposal Submission Instructions

- One (1) signed original hard copy
- One (1) electronic copy (USB flash drive)

Delivered in a sealed envelope marked:

“RFP 26 – PW – 01 “ Commission Chambers Audio / Video System Upgrade”

Addressed to:

City Clerk

City of Holly Hill

1065 Ridgewood Avenue

Holly Hill, FL 32117-2898

1.8 Legal Disclaimer Items

Delivery Disclaimer:

The City of Holly Hill is not responsible for delays in U.S. Mail, private carriers, or messenger services that may cause a proposal to be delivered after the designated deadline. Proposals received after the specified date and time will not be considered.

Reservation of Rights:

The City reserves the right to accept or reject any or all proposals, waive technical or non-substantial irregularities, and award the contract in a manner deemed to be in the best interest of the City.

Public Entity Crimes statement:

All proposers must submit a fully executed Public Entity Crime Sworn Statement, Form PUR 7068, in accordance with Section 287.133(3)(a), Florida Statutes.

1.9 Notice of Award

The City will provide written notice of award to the selected proposer after completion of the evaluation process and approval by the City Commission, if required.

1.10 Protest Procedures

Any protest or appeal related to this Request for Proposal shall be governed by the City of Holly Hill's Purchasing Policies and Procedures, as adopted by Resolution No. 2018-30, as may be amended. Copies of the applicable procedures may be obtained from the City Clerk.

SECTION 2.0 — SCOPE OF WORK

The City of Holly Hill seeks proposals to provide and install audio/video equipment in the City of Holly Hill Commission Chambers and City Hall Large Conference Room. Work to be inclusive of:

2.1 Commission Chambers – Audio Equipment

The selected vendor shall provide and install:

- Nine (9) wireless microphone systems (Televic or comparable) with receivers, +/- 20" gooseneck transmitters, removal batteries and a desktop charging system.
- Six (6) 8" recessed ceiling speakers, with unit pricing provided for additional speakers if needed
- Dante-based Audio Digital Signal Processor (DSP) or comparable
- Amplifier
- Mixer
- Equipment rack, rackmount power
- Programming and configuration of the system
- Training for City Staff
- Solid State Audio Recorder
- Wireless access points

2.2 Installation Requirements:

- Use of lift equipment as necessary
- Floor protection to prevent damage during installation

2.3 Large Conference Room – Audio / Video Equipment

The selected vendor shall provide and install:

- Huddly intelligent camera with onboard participant tracking, or comparable
- Shure sound and microphone bar with full-range speakers, or comparable
- A/V casting capable of receiving or sharing content from the Commission Chambers.
- Programming and configuration as needed
- Training for City Staff

2.4 General Requirements

- Vendors shall provide all labor, materials, and equipment necessary to complete the work.
- The contractor shall test all installed systems and demonstrate proper operation prior to final acceptance.

SECTION 3 — PROPOSAL INSTRUCTIONS & EVALUATION CRITERIA

This section outlines the materials required for evaluation, proposal format, submission requirements, and evaluation criteria.

3.1 Proposal Submission Format

Proposals must be concise and clearly respond to all RFP requirements. Vendors may add additional pages where needed to answer:

- Section 3.3 - Briefly describe your workflow and quality control measures to ensure timely and complete installation.
- Section 3.4 – Vendor Qualifications & Experience
- Section 3.5 – References

3.2 Cost Proposal

Provide one all-inclusive, fixed price for the supply, installation, and programming of the audio/video system(s) described in Section 2. The fixed price shall include all labor, materials, equipment, programming, and staff training necessary to fully deliver and operationalize the system(s).

Description	Qty	Rate	Total
Commission Chambers: Wireless Gooseneck Microphone System with removal battery pack	9		
Commission Chambers: Charging station with (10) battery slots	1		
Commission Chambers: Wireless Access Points	1		
Commission Chamber: 8” 2-Way Ceiling Speaker	6		
Commission Chambers: Audio Amplifier	1		
Commission Chambers: Solid State Audio Recorder	1		
Commission Chambers: Signal Processor	1		
Commission Chambers: Mobile Rack for Audio Equipment	1		
Commission Chambers: Rackmount Power	1		
Commission Chambers: Mixer and/or touch panel controller	1		
Miscellaneous Work: Commission Chambers	1		
Conference Room 65” 4K Flat Panel UHD Display (with microphone array and intelligent camera system)	1		
Conference Room dedicated PC module, minimum i5 processor, 16GB Ram, 256GB SSD, Maxhub OS or comparable	1		
Conference Room: Flat Screen TV mount full-motion	1		
Conference Room: Video Endpoint	1		
Miscellaneous Work: Conference Room	1		
Installation including lift rental	1		
Staff Training	1		
Room Tuning	1		
Miscellaneous Charges	1		

Total Bid Price (in words) _____

Total Bid Price (in figures) _____

Alt: Cost for additional 8” two-way speaker including installation: _____ Each

3.3 Completion Timeline

Provide estimated durations for each task:

Task	Time to Complete (Calendar days)
Delivery of Equipment	
Installation – Commission Chambers & Large Conference Room	
Programming & Configuring	
Staff Training	

3.3 A - Briefly describe your workflow and quality control measures to ensure timely and complete installation.

3.4 Vendor Qualifications and Experience

Provide information on:

- Technical capability and relevant experience with audio/video system design, installation, and programming
- Previous municipal or government A/V project experience
- Firm size, resources, and ability to support the required services

3.5 References

Provide three current or recent clients for similar A/V installation projects, including:

- Organization name
- Primary contact name
- Contact phone and email
- Project description and duration

END OF PAGE

3.6 Proposal Declaration & Authorization Certification

The undersigned, as Proposer, declares and certifies that:

1. The only persons interested in this proposal as principals are those named herein; no other persons have any interest in this proposal.
2. The proposal is submitted in good faith, without collusion, fraud, or misrepresentation.
3. All information in the proposal, including Cost Proposal, Timeline, Qualifications, and References, is complete and accurate.
4. The proposer agrees to all terms, conditions, and requirements of this RFP.
5. Any addenda issued for this RFP have been considered in preparing this proposal.

Addendum No. _____ Dated: _____

Addendum No. _____ Dated: _____

6. This proposal is valid for 120 days from the submission date.
7. The undersigned is authorized to submit this proposal on behalf of the Proposer and certifies that the statements made herein are true and correct.

Authorized Representative: _____

Title/Position: _____

Signature: _____

Date: _____

Email: _____

Phone: _____

3.7 Evaluation Criteria (100 Points Total)

Category	Points	Description / Considerations
Technical Capability	30	Demonstrated ability to provide, install, and program A/V systems
Experience & References	10	Relevant past projects and client references
Implementation Plan & Timeline	10	Quality and feasibility of installation plan and schedule
Cost / Pricing	50	All-inclusive price, optional items, and staff training

Total Points: 100

3.8 Listing of Subcontractors

If using subcontractors, provide:

- Name, address, contact info
 - Scope of work
 - Relevant experience
-

3.9 Required Disclosure

The City may reject any proposal submitted by a Proposer whose current or former executives, officers, directors, stockholders, partners, or owners lack honesty, integrity, or moral responsibility. By submitting a proposal, the Proposer acknowledges and accepts this discretion.

SECTION 4 — REQUIRED FORMS, TERMS & CONDITIONS

4.1 Payment of Taxes

The Contractor shall be responsible for the payment of all applicable federal, state, and local taxes associated with the services provided under this contract. All such taxes shall be included in the prices submitted in the proposal. No additional compensation will be made for taxes not included in the proposal.

4.2 Prohibition of Gifts and Gratuities

In accordance with **Chapter 112, Part III, Florida Statutes**, proposers, contractors, and their representatives, shall not offer or provide, directly or indirectly, any gift, gratuity, favor, loan, service, or other item of value to any City employee or official in connection with this RFP or any resulting contract.

4.3 Insurance Requirements

Insurance

The successful proposer shall, at its sole expense, procure and maintain insurance coverage of the types and limits specified below for the duration of the contract and any renewal periods. **Proof of insurance shall be provided prior to contract execution** and upon request during the term of the contract.

All insurance shall be issued by companies authorized to do business in the State of Florida and rated **A- or better by A.M. Best**.

Required Coverage

1. **Commercial General Liability**
 - Including products/completed operations
 - Minimum limits:
 - \$500,000 per occurrence
 - \$1,000,000 aggregate
 - \$1,000,000 combined single limit per accident
2. **Workers' Compensation**
 - As required by Florida law
 - Including Employer's Liability with minimum limits of:
 - \$100,000 each accident
 - \$100,000 disease – each employee
 - \$500,000 disease – policy limit

Additional Requirements

The successful proposer shall provide the City with a Certificate of Insurance evidencing the required coverages prior to contract execution and shall maintain such coverage for the duration of the contract.

Insurance Conditions

- The City shall have no obligation to pay premiums, assessments, or deductibles related to the Contractor's insurance coverage.

4.4 Indemnification

The Contractor shall indemnify, defend, and hold harmless the **City of Holly Hill**, its elected officials, officers, employees, agents, and representatives from and against any and all claims, demands, damages, losses, liabilities, costs, and expenses, including reasonable attorney's fees, arising out of or resulting from the negligent acts, errors, or omissions of the Contractor, its employees, agents, or subcontractors in the performance of services under this contract.

Nothing in this provision shall be construed as a waiver of the City's sovereign immunity or a limitation of the City's rights under **Section 768.28, Florida Statutes**, or other applicable law.

This indemnification obligation shall survive the termination or expiration of the contract.

End of Page

4.5 SWORN STATEMENT UNDER SECTION 287.133(3)(a), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

This sworn statement is submitted with Bid, Proposal or Contract No. _____ for

_____.

This sworn statement is submitted by _____ 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:

_____.)

My name is _____ and my relationship to the entity named above is

_____.

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 with the United States, including, but not limited to, any bid 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.

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, nonjury trial, or entry of a plea of guilty or nolo contendere.

I understand that an "affiliate" as defined in Paragraph **287.133(1)(a)**, Florida Statutes, means:

1. A predecessor or successor of a person convicted of a public entity crime: or
2. An 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 in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be prima facie 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 Florida during the preceding 36 months shall be considered an affiliate.

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 bids or applies to bid 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 management of an entity.

Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies).

_____ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members or agents who are active in management of the entity, nor any affiliate of the entity have 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 the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in 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, AND (Please indicate which additional statement applies.)

_____ There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order.)

_____ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order).

(Signature) _____ Date: _____

State of _____ County of _____.

PERSONALLY, APPEARED BEFORE ME, the undersigned authority,

who, after first being sworn by me, affixed her/his signature in the space provided above on this

_____ day of _____, 20____.

Notary Public

My Commission Expires: _____

CERTIFICATION OF INTEGRITY- Anti-Collusion & Conflict of Interest Statement

ANTI-COLLUSION:

By signing this form, the undersigned certifies that this proposal is submitted **without any understanding, agreement, or connection** with any other person, corporation, or firm submitting a proposal for the same purpose. The proposal is in all respects **fair, without collusion or fraud**, and reflects the Proposer's independent judgment.

CONFLICT OF INTEREST:

The undersigned further certifies that, to the best of their knowledge, neither the Proposer nor any of its officers, directors, employees, or agents have any **financial, personal, or other interests** that could create a **conflict of interest** in performing the services requested by the City of Holly Hill. The Proposer agrees to promptly disclose any potential conflicts that may arise during the course of this engagement.

By signing below, the Proposer acknowledges acceptance of the terms and conditions of the RFP specifications and agrees that the proposal will remain valid for **ninety (90) days** from the opening date.

Name of Firm: _____

Authorized Signature: _____

Printed Name & Title: _____

Address: _____

City, State, ZIP: _____

Telephone: _____

Date: _____

4.7 COMPLIANCE WITH THE PUBLIC RECORDS LAW

Project Number: RFP # 26-PW-01

Upon award recommendation or ten (10) days after opening, submittals become "public records" and shall be subject to public disclosure consistent with Chapter 119, Florida Statutes. Proposers must invoke the exemptions to disclosure provided by law in response to the solicitation and must identify the data or other materials to be protected, and must state the reasons why such exclusion from public disclosure is necessary. The submission of a proposal authorizes release of your firm’s credit data to the CITY.

If the company submits information exempt from public disclosure, the company must identify with specificity which pages/paragraphs of their bid/proposal package are exempt from the Public Records Act, identifying the specific exemption section that applies to each. The protected information must be submitted to the CITY in a separate envelope marked accordingly.

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

Valerie Manning, City Clerk
386-248-9441
vmanning@hollyhillfl.org
1065 Ridgewood Ave
Holly Hill, FL 32117

A provision that requires the contractor to comply with public records laws, specifically to:

1. Keep and maintain public records required by the public agency to perform the service.
2. 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 this chapter or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the public agency.
4. 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.

By submitting a response to this solicitation, the company agrees to defend the CITY in the event we are forced to litigate the public records status of the company’s documents.

Company Name: _____

Authorized representative (printed): _____

Authorized representative (signature): _____

Date: _____



4.8 VENDOR E-VERIFY AFFIDAVIT BID NO. 26-PW-01
IN ACCORDANCE WITH SECTION 448.095, FLORIDA STATUTES

I, the undersigned, 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.

I acknowledge that it is my responsibility to ensure full compliance with Section 448.095, Florida Statutes. I understand that enrollment in the E-Verify system for employers can be done at www.e-verify.gov

A true and correct copy of _____ (Insert contractor company name) proof of registration in the E-Verify system is attached to this Affidavit (print out the first 2 pages and send along with this form.)

By affixing my signature below, I hereby affirm that I am duly authorized to bind the company referenced herein and I will comply with all applicable E-Verify requirements.

(Print or Type Name, Title)

(Signature of Affiant)

(Federal Employer ID Number – F

(E-Verify Number)

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before _____ me by means of physical presence or _____ online

Notarization, this _____ day of _____, 20 _____,

By _____ as _____ of _____

On behalf of the company. He/she is personally known to me or has produced

(Type of ID) as identification.

Notary Public, State of Florida at Large

Printed, typed or stamped date, commission and expiration of commission.

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

**Give form to the
requester. Do not
send to the IRS.**

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. <i>See Specific Instructions on page 3.</i>	<p>1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)</p> <hr/> <p>2 Business name/disregarded entity name, if different from above.</p> <hr/> <p>3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership)</p> <p>Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions)</p> <p>3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions <input type="checkbox"/></p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____</p> <p><i>(Applies to accounts maintained outside the United States.)</i></p>
	<p>5 Address (number, street, and apt. or suite no.). See instructions.</p> <hr/> <p>6 City, state, and ZIP code</p> <hr/> <p>7 List account number(s) here (optional)</p> <hr/>	<p>Requester's name and address (optional)</p> <p>City of Holly Hill 1065 Ridgewood Ave Holly Hill Florida 32117</p>

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number					
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 5%; text-align: center;">-</td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 5%; text-align: center;">-</td> <td style="width: 40%; border: 1px solid black; height: 20px;"></td> </tr> </table>		-		-	
	-		-		
OR					
Employer identification number					
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 5%; text-align: center;">-</td> <td style="width: 70%; border: 1px solid black; height: 20px;"></td> </tr> </table>		-			
	-				

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person	Date
------------------	--------------------------	------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

PROFESSIONAL SERVICES AGREEMENT
Commission Chambers Audio – Video System Upgrade
26-PW-01

This Professional Services Agreement is entered into this ____ day of _____, 20__ (“Effective Date”), by and between the City of Holly Hill, Florida, a Florida municipal corporation (“City”), and _____, a _____ organized under the laws of the State of _____ (“Contractor”). The City and Contractor may be referred to individually as a “Party” and collectively as the “Parties.”

ARTICLE 1 – SERVICES

1.1 Scope of Services

The Contractor shall provide design, supply, installation, programming, and training for audio-visual equipment in the Commission Chambers and Large Conference Room in accordance with RFP #26–PW–01 and the Contractor’s approved proposal. All work shall be subject to City review and approval. Any changes to the Scope of Services must be approved in writing by the City.

1.2 Changes in Scope

No changes, additions, or modifications to the Scope of Services shall be performed without prior written authorization from the City. The City shall not pay for services performed outside the approved Scope of Services unless such services are authorized in writing by the City Manager or the City Manager’s designee.

1.3 No Implied Obligations

The Contractor shall not perform, and the City shall not be responsible for payment of, any services not expressly required by the Contract Documents unless approved in writing in advance by the City.

ARTICLE 2 – TERM

2.1 Term

This Agreement shall commence upon execution by both Parties and continue until completion and acceptance of the A/V system upgrade, unless terminated earlier in accordance with this Agreement.

2.2 Commencement of Services

Services shall commence upon execution of this Agreement or upon written authorization from the City, whichever occurs later.

ARTICLE 3 – COMPENSATION

3.1 COMPENSATION

The City shall pay the Contractor the fixed price set forth in the approved proposal. Payment will be made upon completion and acceptance of the work, in accordance with the invoice submitted by the Contractor.

ARTICLE 4 – INDEPENDENT CONTRACTOR

The Contractor is an independent contractor and not an employee, agent, or partner of the City. The Contractor shall be solely responsible for all personnel, taxes, benefits, and obligations arising from the performance of this Agreement.

ARTICLE 5 – INSURANCE

The Contractor shall maintain insurance coverage until the completion of the project. Certificates of Insurance shall be provided prior to execution of this Agreement and upon request.

ARTICLE 6 – INDEMNIFICATION

The Contractor shall indemnify, defend, and hold harmless the City of Holly Hill, its elected officials, officers, employees, and agents from and against any claims, damages, losses, liabilities, costs, and expenses, including reasonable attorney’s fees, arising out of the negligent acts, errors, or omissions of the Contractor, its employees, agents, or subcontractors in the performance of this Agreement.

Nothing herein shall be construed as a waiver of the City’s sovereign immunity under **Section 768.28, Florida Statutes**. This provision survives completion of work.

ARTICLE 7 – CONFIDENTIALITY & DATA SECURITY

Contractor shall maintain confidentiality of any City or customer data encountered in the performance of this Agreement.

ARTICLE 8 – TERMINATION FOR CAUSE / DELAY

The City may terminate this Agreement immediately if the Contractor fails to complete all services required under this Agreement within **60 days** from the date of execution. In the event of termination, the Contractor shall be responsible for all costs incurred up to the termination date.

8.1 Warranty / System Guarantee

The Contractor warrants that all equipment, materials, and services provided under this Agreement shall be free from defects in workmanship and materials and shall operate according to the manufacturer’s specifications for a period of **12 months** from the date of final acceptance by the City.

The Contractor shall, at no additional cost to the City, promptly repair or replace any defective equipment or correct any system malfunctions that occur during the warranty period.

Any replacement equipment or corrected work shall be subject to the same warranty for the remainder of the original warranty period or for **12 months**, whichever is longer.

ARTICLE 9 – ASSIGNMENT

The Contractor shall not assign or transfer this Agreement without the prior written consent of the City.

ARTICLE 10 – PUBLIC RECORDS

The Contractor shall comply with **Chapter 119, Florida Statutes**, This obligation survives termination of the Agreement.

10.1 – PUBLIC RECORDS / FLORIDA SUNSHINE LAW

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, THE CONTRACTOR SHALL CONTACT THE CUSTODIAN OF PUBLIC RECORDS:

City Clerk: Valerie Manning
City of Holly Hill
1065 Ridgewood Avenue
Holly Hill, Florida 32117
Phone: (386) 248-9441
Email: vmanning@hollyhillfl.org

10.2 Contractor Responsibilities

1. Keep and maintain public records required by the City to perform the services under this Agreement.
2. Upon request from the City’s custodian of public records, provide the City 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 by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement and following completion of the Agreement if the Contractor does not transfer the records to the City.
4. Upon completion of the Agreement, transfer, at no cost, to the City all public records in the possession of the Contractor, or keep and maintain public records required by the City to perform the services. If the Contractor transfers all public records to the City upon completion, the

4 | Page

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, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City’s custodian of public records, in a format compatible with the City’s information technology systems of the public agency.

ARTICLE 11 – GOVERNING LAW & VENUE

This Agreement shall be governed by the laws of the State of Florida. Venue shall lie exclusively in **Volusia County, Florida.**

ARTICLE 12 – ENTIRE AGREEMENT

This Agreement, together with the **RFP 26-PW-01** and the Contractor’s proposal, constitutes the entire agreement between the Parties. In the event of a conflict, the provisions of this Agreement shall control.

SIGNATURES: IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

CITY OF HOLLY HILL, FLORIDA

CONTRACTOR

By: _____

By: _____

Name: _____
Title: City Manager

Name: _____

Date: _____

Date: _____

ATTEST: _____
Valerie Manning (City Clerk)



CITY OF HOLLY HILL
1065 Ridgewood Avenue Holly Hill, Florida 32117
www.hollyhillfl.org

Date: March 10, 2026

To:

Subject: Award of Contract
RFP 26-PW-01 Commission Chambers Audio / Video System Upgrade

Dear _____,

The City of Holly Hill is pleased to notify your firm, _____, has been selected as the successful proposer for RFP #26-PW-01–Commission Chambers Audio /Video System Upgrade. Please review, complete, and return the enclosed Agreement Form, signed by an authorized representative of your firm.

We look forward to working with your firm.

Sincerely,

Mary Mearsheimer
Procurement Agent
City Of Holly Hill

Enclosures:

- Contract Agreement



CITY OF HOLLY HILL – RFP No. 26 – PW – 01
Commission Chambers Audio – Video System Upgrade

PROPOSAL SUBMITTED BY: KONCEPT SYSTEMS LLC

Section 3.2 Cost Proposal

Description	Qty	Rate	Total
Commission Chambers: Wireless Gooseneck Microphone System with removal battery pack	9	\$1,548.24	\$13,934.13
Commission Chambers: Charging station with (10) battery slots	1	\$1,358.82	\$1,358.82
Commission Chambers: Wireless Access Points	1	\$4,039.41	\$4,039.41
Commission Chamber: 8" 2-Way Ceiling Speaker	6	\$254.93	\$1,529.58
Commission Chambers: Audio Amplifier	1	\$1,029.32	\$1,029.32
Commission Chambers: Solid State Audio Recorder	1		
Commission Chambers: Signal Processor	1	\$1,231.23	\$1,231.23
Commission Chambers: Encoder	2	\$1,242.68	\$2,485.36
Commission Chambers: Decoder	1	\$1,243.34	\$1,243.34
Commission Chambers: Mobile Rack for Audio Equipment	1	\$1,271.00	\$1,271.00
Commission Chambers: Rackmount Power26	1	\$163.99	\$163.99
Commission Chambers: Mixer and/or touch panel controller	1	\$2,102.94	\$2,102.94
Commission Chambers: Automation Controller	1	\$749.26	\$749.26
Commission Chambers: Digital Audio Bridge	1	\$797.13	\$797.13
Commission Chambers: Network Switch	1	\$570.00	\$570.00
Commission Chambers: Wireless Conference Battery Pack	10	\$185.29	\$1,852.90
Miscellaneous Work: Commission Chambers	1	\$950.00	\$950.00
Conference Room 65" 4K Flat Panel UHD Display Shure Audio Bar & Huddly-IQ (with microphone array and intelligent camera system)	1	\$1,948.00	\$1,948.00
Conference Room dedicated PC module, minimum i5 processor, 16GB Ram, 256GB SSD, Maxhub OS or comparable	1		
Conference Room: Flat Screen TV mount full motion	1		
Conference Room: Video Endpoint	1	\$1,243.34	\$1,243.34
Miscellaneous Work: Conference Room	1	\$180.00	\$180.00
Installation including lift rental	1	\$5,000	\$5,000
Staff Training	1	\$1,000	\$1,000
Room Tuning	1	\$1,200	\$1,200
Programming	1	\$1,400	\$1,400
Miscellaneous Charges	1	\$1,100	\$1,100

Total Bid Price (in words) forty-eight thousand, three hundred seventy-nine dollars and seventy-five cents.

Total Bid Price (in figures) \$48,379.75

Alt: Cost for additional 8" two-way speaker including installation: \$254.93 Each



Please note the following:

An Audio Recorder is included in the Televic Microphone System. It has 16GB of Storage and can be transferred to any computer that the city dictates as authorized. This will be reviewed in depth in the training. We are using your PC's that are already in place and keeping the TV's that you already have fully functional to keep costs low.

3.3 Completion Timeline

Provide estimated durations for each task:

Task	Time to Complete (Calendar days)
Delivery of Equipment	28 Days
Installation – Commission Chambers & Large Conference Room	2 Days
Programming & configuring	2 Days
Staff Training	1 Day

Section 3.3 A Project Workflow – City of Holly Hill Commission Chambers & Large Conference Room

Koncept Systems will complete the installation, programming, calibration, and training of the Commission Chambers and Large Conference Room systems through a structured five-day implementation process. Both spaces will be completed simultaneously to ensure efficiency and minimize disruption to City operations.

Phase 1: Procurement & Pre-Installation Preparation

Upon receipt of the Purchase Order:

- Equipment procurement (estimated lead time: up to 28 days depending on availability; sooner if in stock)
- All equipment received at our warehouse will undergo:
 - Quality Assurance inspection
 - Firmware updates
 - Bench testing
- Rack pre-assembly and internal wiring completed off-site when possible
- Pre-configuration of Dante DSP and mixer routing
- Wireless frequency coordination for nine (9) Televic microphone systems
- Preparation of new cabling materials for both rooms

Our Sales Director, Sebastian Blanco, will maintain communication with the City regarding equipment delivery timelines and scheduling of installation.

Revised Phase 2: On-Site Installation (2 Full Days – 16 Hours)

Three (3) of Koncept Systems technicians will perform simultaneous installation in both the Commission Chambers and Large Conference Room to ensure project efficiency and minimal disruption.

Site Protection & Work Conditions

- Protective floor coverings installed over all wooden flooring.

- Padded scaffolding and ladders utilized (no lift equipment) to prevent floor damage.
 - All tools and equipment are staged on protective padding.
 - Work areas are fully cleaned and restored at the end of each workday.
-

Commission Chambers – Equipment Installation

Wireless Microphone System

- (1) Televic Confidea WAP G4 Wireless Access Point
- (9) Confidea Flex G4 PLM502F wireless delegate units
- (1) Charging station for up to 10 batteries
- (10) Additional rechargeable batteries (19 total batteries available across system)

The Confidea wireless system will be deployed to provide reliable, encrypted wireless communication for Commission members. Access point will be positioned for optimal RF coverage.

Audio System & Processing

- (6) JBL Control 418C/T 8” recessed ceiling speakers
- CRN-CTD-2125-US Amplifier
- BLU-DAN (Dante interface)
- BLU-50 Signal Processor
- MU-1000
- Varia-100

Speakers will be installed within ceiling tiles and wired using newly installed cabling. All signal processing components will be rack-mounted within the Lowell LPR-1422 14U equipment rack.

Equipment Rack & Infrastructure

- Lowell LPR-1422 14U rack (lockable, mobile configuration)
- WB-400-8 Rack-mounted surge protector/power distribution unit

- Wi-Tek 24-Port Managed Network Switch
- Structured cable management and labeled terminations

All new cabling will be installed, dressed, labeled, and tested for integrity.

Video & Content Distribution

- (2) NMX-ENC-N2612S Encoders
 - One assigned to the Dais
 - One assigned to the Podium (for presenter device input)
- (2) NMX-DEC-N2622S Decoders
 - One feeding the Large Conference Room
 - One interfacing with the existing HDMI distribution system in the Commission Chambers

This configuration allows content sharing between rooms while preserving the City's existing display infrastructure.

Large Conference Room – Equipment Installation

- Huddly IQ Conference Camera (intelligent participant tracking)
- WALL 1 Shure-mounted audio bar with integrated microphones and full-range speakers
- NMX-DEC-N2622S Decoder for Commission Chambers feed
- Network integration through the Wi-Tek managed switch

All new cabling required for signal transport, network connectivity, and power will be installed.

Phase 3: Programming & Configuration (1 Full Day)

Programming and system integration will be performed by Koncept Systems' in-house programmer, Gerardo Curbello, ensuring full accountability and streamlined troubleshooting.

Network & Dante Configuration

- Configuration of Wi-Tek 24-Port Managed Switch (VLANs if required)
 - Dante routing via BLU-DAN interface
 - IP addressing and network management for:
 - Televic Confidea WAP G4 access point
 - Huddly IQ Camera
 - NMX Encoders/Decoders
 - DSP components
-

Audio DSP Programming

Using the BLU-50 processor:

- Input/output routing configuration
- Gain structure optimization
- Automatic mixing configuration (if required)
- Echo cancellation parameters (where applicable)
- Feedback suppression
- EQ tuning

Amplifier configuration (CRN-CTD-2125-US) will be calibrated to match JBL 418C/T speaker specifications.

Wireless Microphone Coordination

- Frequency coordination for (9) Confidea Flex G4 units
 - Battery management configuration
 - Range testing throughout the Chambers
-

Video Routing & Control Configuration

- Programming of (2) NMX-ENC-N2612S encoders

- Programming of (2) NMX-DEC-N2622S decoders
- Routing logic for:
 - Podium device input
 - Dais feed
 - Conference room feed
 - Existing chamber display system

System logic will allow seamless content sharing from Chambers to Conference Room.

Camera & Audio Bar Configuration (Conference Room)

- Huddly IQ intelligent framing configuration
 - Firmware updates
 - Tracking calibration
 - Shure audio bar tuning and level balancing
 - Integration with video distribution system
-

System Simulation Testing

Prior to moving into acoustic tuning phase:

- Full meeting simulation
- Multi-microphone live testing
- Content switching test (podium to chamber to conference room)
- Network stress test
- Audio recording validation

Phase 4: Sound Tuning & System Optimization (1 Full Day)

- Acoustic tuning of ceiling speakers
- Feedback elimination and EQ balancing

- Microphones gain staging
- Speech intelligibility optimization
- Casting and content-sharing verification
- System stress testing

This phase ensures clear, intelligible audio for public meetings and consistent performance across both rooms.

Phase 5: Training & Demonstration (1 Full Day – Scheduled at City’s Convenience)

Koncept Systems will provide hands-on training for designated City staff covering:

- Wireless microphone operation
- Charging procedures and battery management
- Audio recording operation
- A/V casting between rooms
- Camera operation and tracking
- Basic troubleshooting procedures

A full-style demonstration will be conducted prior to final acceptance.

Documentation & Quality Assurance

Upon project completion, Koncept Systems will provide:

- Detailed shop drawings and system diagrams
- Equipment documentation and warranty information
- Programming backup files
- Installation photo documentation (retained for QA and manufacturer warranty purposes)

While Koncept Systems does not utilize a standardized sign-off form, we are fully prepared to execute any acceptance documentation provided by the City.

Ongoing Support

- 24/7 manufacturer support for Televic products
- Remote system support available upon request
- On-site response within 24–48 hours if required
- Optional extended maintenance agreements available

3.4 Vendor Qualifications and Experience

Company Overview & Technical Capability

Koncept Systems, founded in 2018 and headquartered in Miami, Florida, is a privately owned audio/visual integration firm led by Founder Ernesto Blanco, who has over 30 years of professional A/V design and installation experience.

The company specializes in custom-designed, technically advanced A/V systems tailored to unique environments and operational requirements. While Koncept Systems has recently expanded its presence in municipal and government projects, the technical scope and system complexity required for public-sector installations are well within the capabilities of our team. Our experience designing and deploying large-scale custom systems for private and commercial clients provides a strong foundation for delivering reliable, well-engineered solutions for the City of Holly Hill.

Koncept Systems performs all system design, installation, programming, integration, and service in-house. This ensures direct accountability, streamlined communication, and consistent quality control throughout each phase of the project.

Our technical capabilities include:

- Audio system design and acoustic optimization
- Dante-based digital audio networking
- DSP programming and signal flow engineering
- Wireless microphone system deployment and RF coordination
- Video encoding/decoding and AV-over-IP distribution
- Equipment rack fabrication and structured cabling

- Network configuration for A/V systems
 - System commissioning, calibration, and end-user training
-

Team & Resources

Koncept Systems employs eight (8) full-time professionals, including:

- Five (5) Field Technicians
- Two (2) In-House Programmers
- Dedicated administrative and sales support

Key personnel include:

- Ernesto Blanco – Founder & Primary Service Contact
- Sebastian Blanco – Sales Director
- Martha Lopez – Office Manager (Procurement & Invoicing)
- Nelson A. Palma – In-House Electrician
- Gerardo Antonio Fernandez Curbelo – Certified Programmer
- Jesus Rafael Martinez & Julio Urbina – Professional Installers (25+ years combined experience)
- Elvin Costas Torres – Audio Engineer & Lighting Designer (30+ years experience)

The firm operates three (3) fully equipped service vehicles and maintains the tools, testing equipment, and infrastructure necessary to support simultaneous installations and ongoing service calls.

All labor is performed in-house. Koncept Systems does not rely on subcontractors for programming, wiring, or system commissioning, which ensures quality control and schedule reliability.

Relevant Government & Public Sector Experience

Koncept Systems is currently engaged in active government contracts that demonstrate our ability to manage public-sector projects with technical precision and accountability.

City of Miramar – LED Screen Installation (Active Project)

Koncept Systems is presently contracted to provide and install LED display systems for

the City of Miramar. This project includes structured coordination with municipal staff, adherence to public facility requirements, and integration of large-format display technology within an operational government environment.

The Villages – Audio System Upgrade (20 Locations – Active Project)

Koncept Systems is currently executing a multi-location audio system upgrade for The Villages, encompassing twenty (20) separate facilities over the course of the next two years. This project involves coordinated scheduling, standardized system design across multiple locations, equipment procurement management, and phased deployment to maintain operational continuity. The scale and coordination required for a 20-location rollout demonstrates our logistical capability, staffing capacity, and ability to maintain consistency across multiple installations. While these projects are ongoing, they reflect the confidence that established municipalities and government entities place in us Koncept Systems to deliver structured A/V solutions.

Service, Support & Long-Term Capability

Koncept Systems provides ongoing support through:

- Monthly, Quarterly, or Annual Service Contracts
- Same-day emergency response when required
- Standard service response within 24–48 hours
- Remote system monitoring and diagnostics to resolve issues quickly
- On-site support when necessary

All equipment proposed for this project carries manufacturer warranties ranging from three (3) to five (5) years. Documentation and programming backups are maintained for future service, warranty claims, and system expansion.

Our in-house programming and service structure ensures the City of Holly Hill will have direct access to qualified technical personnel familiar with system design and configuration.

Firm Capacity to Support the Project

With a dedicated technical staff, in-house programming resources, structured service capability, and established procurement channels, Koncept Systems has the personnel, expertise, and operational capacity to successfully complete the installation, programming, commissioning, and long-term support of the Commission Chambers and Large Conference Room systems.

The size and scope of the City of Holly Hill project align well with our operational structure, allowing us to provide focused attention, technical precision, and responsive support throughout the lifecycle of the system.

3.5 References

Reference #1 – RDG Riviera Dining Group (Mila Rooftop)

Primary Contact: Hugo Milochevitch

Phone: (305) 915-1737

Email: hugo@rivieradininggroup.com

Project Description: Full audio, video, lighting installation and ongoing service support for a high-traffic rooftop venue. Included system design, programming, and structured cabling.

Duration: 01/31/2022 – Completed

Contract Amount: \$220,000

Estimated Budget: \$250,000

Reference #2 – The Setai Hotel (The Setai Hotel A/V & Control Systems)

Primary Contact: Caue Da Rocha

Phone: (917) 251-2386

Email: cdarocha@thesetaihotel.com

Project Description: Installation of integrated audio, lighting, control systems, and ongoing maintenance services. Included system programming and structured cabling.

Duration: 02/01/2023 – Completed

Contract Amount: \$350,000

Estimated Budget: \$350,000

Reference #3 – University Bridge LLC (FIU Dormitory)

Primary Contact: Joseph Benton, Project Manager

Phone: (786) 214-1344

Email: jbenton@globalcitycompanies.com

Project Description: Institutional A/V installation including system design, equipment installation, programming, and commissioning. Included structured cabling and audio distribution for campus facility operations.

Duration: 01/01/2022 – 02/12/2023

Contract Amount: \$146,707.30

Reference #4 – Beaches Daytona

Primary Contact: Dr. Chuck Duva, Owner

Phone: (347) 589-4627

Email: boss@beachesdaytona.com

Project Description: Ongoing monthly service and maintenance for the venue's audio and lighting systems. Includes routine system checks, troubleshooting, and on-demand repairs.

Duration: 02/01/2021 – 05/01/2023

Total Contract Amount to Date: \$83,000

Reference #5 – Caribe Royale Orlando (Stadium Club)

Primary Contact: Rick Hansen, Director of Engineering

Phone: (954) 816-9113

Email: rhansen@cariberoyale.com

Project Description: Comprehensive audio, visual, lighting installation and servicing for a high-capacity entertainment venue. Included full system design, installation, programming, and ongoing support.

Duration: 01/31/2024 – Completed

Contract Amount: \$1,800,000

Estimated Budget: \$2,100,000

3.6 Proposal Declaration & Authorization Certification

The undersigned, as Proposer, declares and certifies that:

1. The only persons interested in this proposal as principals are those named herein; no other persons have any interest in this proposal.
2. The proposal is submitted in good faith, without collusion, fraud, or misrepresentation.
3. All information in the proposal, including Cost Proposal, Timeline, Qualifications, and References, is complete and accurate.
4. The proposer agrees to all terms, conditions, and requirements of this RFP.
5. Any addenda issued for this RFP have been considered in preparing this proposal.

Addendum No. N/A Dated: _____

Addendum No. _____ Dated: _____

6. This proposal is valid for 120 days from the submission date.
7. The undersigned is authorized to submit this proposal on behalf of the Proposer and certifies that the statements made herein are true and correct.

Authorized Representative: Ernesto Blanco

Title/Position: Founder - Member - Senior Project Manager

Signature: *Ernesto Blanco*

Date: 02/10/2026

Email: Ernesto@konceptsystems.com

Phone: (201) 522-4754

4.5 SWORN STATEMENT UNDER SECTION 287.133(3)(a), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

This sworn statement is submitted with Bid, Proposal or Contract No. 26-PW-01 for

Holly Hill Florida Commission Chambers Audio - Video System Upgrade

This sworn statement is submitted by Koncept Systems LLC whose business address is 10893 Nw 17th St, Suite 120, Doral, FL 33172 and (if applicable)

its Federal Employer Identification Number (FEIN) is 82-5104876. (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement:

_____.)

My name is Ernesto Blanco and my relationship to the entity named above is

Founder - Member - Senior Project Manager

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 with the United States, including, but not limited to, any bid 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.

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, nonjury trial, or entry of a plea of guilty or nolo contendere.

I understand that an "affiliate" as defined in Paragraph **287.133(1)(a)**, Florida Statutes, means:

1. A predecessor or successor of a person convicted of a public entity crime: or
2. An 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 in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be prima facie 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 Florida during the preceding 36 months shall be considered an affiliate.

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 bids or applies to bid 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 management of an entity.

Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies).

Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members or agents who are active in management of the entity, nor any affiliate of the entity have 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 the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in 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, AND (Please indicate which additional statement applies.)


There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order.)

The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order).

(Signature)  Date: 2-10-26

State of Florida County of Miami-Dade

PERSONALLY, APPEARED BEFORE ME, the undersigned authority,
Ernesto Blanco
who, after first being sworn by me, affixed her/his signature in the space provided above on this
10th day of February, 20 26.

 Sophia Emperatriz Jaimos
Comm.: HH 759018
Expires: Jan. 22, 2030
Notary Public, State of Florida

My Commission Expires: Jan 22, 2030

CERTIFICATION OF INTEGRITY- Anti-Collusion & Conflict of Interest Statement

ANTI-COLLUSION:

By signing this form, the undersigned certifies that this proposal is submitted **without any understanding, agreement, or connection** with any other person, corporation, or firm submitting a proposal for the same purpose. The proposal is in all respects **fair, without collusion or fraud**, and reflects the Proposer's independent judgment.

CONFLICT OF INTEREST:

The undersigned further certifies that, to the best of their knowledge, neither the Proposer nor any of its officers, directors, employees, or agents have any **financial, personal, or other interests** that could create a **conflict of interest** in performing the services requested by the City of Holly Hill. The Proposer agrees to promptly disclose any potential conflicts that may arise during the course of this engagement.

By signing below, the Proposer acknowledges acceptance of the terms and conditions of the RFP specifications and agrees that the proposal will remain valid for **ninety (90) days** from the opening date.

Name of Firm: Koncept Systems LLC

Authorized Signature: 

Printed Name & Title: Ernesto Blanco - Founder - Member - Senior Project Manager

Address: 10893 Nw 17th St, Suite 120

City, State, ZIP: Doral, FL, 33172

Telephone: (201) 522-4754

Date: 02/10/2026

4.7 COMPLIANCE WITH THE PUBLIC RECORDS LAW

Project Number: RFP # 26-PW-01

Upon award recommendation or ten (10) days after opening, submittals become "public records" and shall be subject to public disclosure consistent with Chapter 119, Florida Statutes. Proposers must invoke the exemptions to disclosure provided by law in response to the solicitation and must identify the data or other materials to be protected, and must state the reasons why such exclusion from public disclosure is necessary. The submission of a proposal authorizes release of your firm's credit data to the CITY.

If the company submits information exempt from public disclosure, the company must identify with specificity which pages/paragraphs of their bid/proposal package are exempt from the Public Records Act, identifying the specific exemption section that applies to each. The protected information must be submitted to the CITY in a separate envelope marked accordingly.

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

Valerie Manning, City Clerk
386-248-9441
vmanning@hollyhillfl.org
1065 Ridgewood Ave
Holly Hill, FL 32117

A provision that requires the contractor to comply with public records laws, specifically to:

1. Keep and maintain public records required by the public agency to perform the service.
2. 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 this chapter or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the public agency.
4. 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.

By submitting a response to this solicitation, the company agrees to defend the CITY in the event we are forced to litigate the public records status of the company's documents.

Company Name: Koncept Systems LLC

Authorized representative (printed): Ernesto Blanco

Authorized representative (signature): 

Date: 02/10/2026



4.8 VENDOR E-VERIFY AFFIDAVIT BID NO. 26-PW-01
IN ACCORDANCE WITH SECTION 448.095, FLORIDA STATUTES

I, the undersigned, hereby certify that Konzept Systems 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.

I acknowledge that it is my responsibility to ensure full compliance with Section 448.095, Florida Statutes. I understand that enrollment in the E-Verify system for employers can be done at www.e-verify.gov

A true and correct copy of Konzept Systems LLC (Insert contractor company name) proof of registration in the E-Verify system is attached to this Affidavit (print out the first 2 pages and send along with this form.)

By affixing my signature below, I hereby affirm that I am duly authorized to bind the company referenced herein and I will comply with all applicable E-Verify requirements.

Ernesto Blanco - Founder - Member - Senior Project Manager
(Print or Type Name, Title)

(Signature of Affiant)

82-5104876
(Federal Employer ID Number - F)

2605604
(E-Verify Number)

STATE OF FLORIDA
COUNTY OF Miami Dade

The foregoing instrument was acknowledged before me by means of physical presence or online

Notarization, this 10th day of February, 2020.

By Ernesto Blanco as Founder-Member-Senior Project of Konzept System Inc.

On behalf of the company. He/she is personally known to me or has produced FDL B452-200-73-407-0 (Type of ID) as identification.

Sophia Emperatriz Jaimes
Comm.: HH 759018
Expires: Jan 22, 2020
Notary Public, State of Florida

Printed, typed or stamped date, commission and expiration of commission.



My Company Account

New



Modernize
the
employment
eligibility
verification
process
today!

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Enable E-Verify+

My Company Profile

Company Information

Company Name

Koncept Systems LLC

Doing Business As (DBA) Name

Koncept Systems LLC

Company ID

2605604

Enrollment Date

Jan 13, 2025

Employer Identification Number (EIN)

Unique Entity Identifier (UEI)

825104876

DUNS Number

099052760

NAICS Code

238

Subsector

Specialty Trade Contractors

Total Number of Employees

5 to 9

Sector

Construction

[Edit Company Information](#)

Employer Category

Employer Category

None of these categories apply

[Edit Employer Category](#)

Points of Contact

Name	Number	Ext	Email	Signatory
Ernesto Blanco	(201) 522-4754		Ernesto@konceptsystems.com	Yes

Rows Per Page

[Edit Points of Contact](#)

Company Addresses

Physical Address

10893 Nw 17th St
Suite 120
Miami, FL 33172

Mailing Address

Same as Physical Address

[Edit Company Addresses](#)

Hiring Sites

Number of Sites

1

[Edit Hiring Sites](#)

Company Access

My Company is configured to:

Verify Its Own Employees

Memorandum of Understanding

[View Current MOU](#)

[U.S. Department of Homeland Security](#) [U.S. Citizenship and Immigration Services](#)

[Accessibility](#) [Plug-ins](#) [Site Map](#)



Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<p>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.</p> <p>KONCEPT SYSTEMS LLC</p>	
	<p>2 Business name/disregarded entity name, if different from above</p>	
	<p>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p> <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input checked="" type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ P Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ▶ </p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p style="font-size: small;">(Applies to accounts maintained outside the U.S.)</p>
	<p>5 Address (number, street, and apt. or suite no.) See instructions. 10893 NW 17th Street, Suite 120</p>	<p>Requester's name and address (optional)</p>
	<p>6 City, state, and ZIP code Miami, Florida 33172</p>	
	<p>7 List account number(s) here (optional)</p>	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
				-			-		
or									
Employer identification number									
8	2	-	5	1	0	4	8	7	6

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶ ERNESTO BLANCO	Date ▶ 1/1/2025
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

RFP No. 26 - PW - 01 Commission Chambers Audio - Video System Upgrade

A PROPOSAL FOR

Holly Hill

Michele Moore

1065 Ridgewood Avenue
Daytona Beach, FL 32117

PREPARED BY ERNESTO BLANCO

About Us

Koncept Systems is a Miami-based company specializing in the design and implementation of integrated solutions for audio, video, lighting, and control systems. We cater to diverse industries, including hotels, restaurants, nightclubs, houses of worship, and residential spaces, offering tailored solutions to meet our clients' unique needs.

Our expertise includes professional-grade sound systems, custom lighting designs, video integration, and state-of-the-art control systems, ensuring seamless functionality and user-friendly operation. Whether it's creating immersive audiovisual experiences or enhancing acoustic performance, Koncept Systems combines innovation with technical excellence.





We take pride in delivering projects of the highest quality, leveraging partnerships with leading manufacturers to offer cutting-edge technology that aligns with every budget. Notable projects include premier venues such as Stadium Club Orlando, Setai Miami, and Queen Miami.

At Koncept Systems, we bring visions to life through creativity, precision, and an unwavering commitment to excellence.

For more information, visit www.konceptsystems.com.










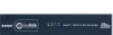
Areas & Items

Chamber Televic Microphone System

Items	Sell Price	Qty	Total
	\$4,039.41 <small>reg-\$4,905.00</small>	x1	\$4,039.41 <small>\$865.59 Discount</small>
Televic Confidea WAP G4 Confidea Wireless Access Point, Conference System			
	\$4,644.71 <small>reg-\$5,640.00</small>	x3	\$13,934.13 <small>\$2,985.87 Discount</small>
Televic Mike PLM502F 71.98.1525 Confidea FLEX G4 PLM502F -3 Professional Conference Microphone Pack of 3 microphones			
	\$1,358.82 <small>reg-\$1,650.00</small>	x1	\$1,358.82 <small>\$291.18 Discount</small>
Televic 71.98.0046 Charging Station for 10 batteries: Wireless Conference Charger			
	\$185.29 <small>reg-\$215.00</small>	x10	\$1,852.90 <small>\$297.10 Discount</small>
Televic 71.98.0045 Wireless Conference Battery Pack			

Chamber Televic Microphone System Total : \$21,185.26

Inside Chamber

Items	Sell Price	Qty	Total
 Lowell LPR-1422 14U 22" Deep Portable Rack with Solid Door	\$1,271.00	x1	\$1,271.00
 Crown Audio CRN-CTD-2125-US Dual-Channel 125W Audio Amplifier	\$1,029.32 <small>reg \$1,545.00</small>	x1	\$1,029.32 <small>\$515.68 Discount</small>
 JBL Control 418C/T 8 IN STANDARD CEILING SPK	\$254.93 <small>reg \$340.00</small>	x6	\$1,529.58 <small>\$510.42 Discount</small>
 Wi-Tek WI-PCMS328GF V2 24 Port PoE Managed Switch.	\$570.00 <small>reg \$800.00</small>	x1	\$570.00 <small>\$230.00 Discount</small>
 AMX NMX-ENC-N2612S Dual Stream Encoder Codec <i>One for Dais PC, One for BYOD Podium PC</i>	\$1,242.68 <small>reg \$1,995.00</small>	x2	\$2,485.36 <small>\$1,504.64 Discount</small>
 AMX NMX-DEC-N2622S 4K Dual-Stream Decoder <i>One for Direct feed to Conference room. One to feed all displays in the council chamber using current HDMI distribution system.</i>	\$1,243.34 <small>reg \$1,995.00</small>	x2	\$2,486.68 <small>\$1,503.32 Discount</small>
 AMX MU-1000 Compact Automation Controller with PoE	\$749.26 <small>reg \$1,200.00</small>	x1	\$749.26 <small>\$450.74 Discount</small>
 AMX VARIA-100 10.1" Professional-Grade Touch Panel	\$1,941.20 <small>reg \$3,270.00</small>	x1	\$1,941.20 <small>\$1,328.80 Discount</small>
 AMX VARIA-ACS-810A Angle-Select Tabletop Stand for Touch Panels	\$161.74 <small>reg \$265.00</small>	x1	\$161.74 <small>\$103.26 Discount</small>
 BSS Audio BLU-DAN Digital Audio Bridge for BLU-Link to Dante	\$797.13 <small>reg \$1,280.00</small>	x1	\$797.13 <small>\$482.87 Discount</small>

Items

Sell Price

Qty

Total



BSS Audio BLU-50
4-Channel Network Signal Processor

\$1,231.23
~~reg-\$1,975.00~~

x1

\$1,231.23
\$743.77 Discount



Wattbox WB-400-8
8-Outlet Power Conditioner 400 Series



\$163.99

x1

\$163.99








Inside Chamber Total : \$14,416.49

Conference Room

Items		Sell Price	Qty	Total
	Shure WALL1+HCAM-V Shure Wall Mounted Audio Bar with Microphones.	\$1,099.00 reg \$3,207.00	x1	\$1,099.00 \$2,108.00 Discount
	Huddly HUDDLY-IQ Wide-Angle USB Conference Camera	\$849.00	x1	\$849.00

Conference Room Total : \$1,948.00

Labor

Items	Sell Price	Qty	Total
 <p>Cat 6 Plenum UL Black 955WP-BK CAT6 PLENUM UL BLACK</p>	\$475.00	x2	\$950.00
 <p>Wirepath NST-222-1000-WHT 1000ft 22-Gauge 2-Conductor Security Wire</p>	\$180.00 <small>reg \$200.00</small>	x1	\$180.00 <small>\$20.00 Discount</small>
 <p>Labor Labor Plans and coordination</p>	\$5,000.00	x1	\$5,000.00
 <p>Labor Programming</p>	\$1,400.00	x1	\$1,400.00
 <p>Labor Staff Training Staff Training</p>	\$1,000.00	x1	\$1,000.00
 <p>Labor Room Tuning Room Tuning</p>	\$1,200.00	x1	\$1,200.00
 <p>Labor Freight In</p>	\$1,100.00	x1	\$1,100.00

Labor Total : \$10,830.00

Financial Summary

You received **\$13,941.24** in line item discounts on this proposal.
You received an additional in discounts on parts.

Parts (Tax Exempt)	\$38,679.75
Total Parts	\$38,679.75
Labor (Tax Exempt)	\$9,700.00
Total Labor	\$9,700.00
Subtotal	\$48,379.75
<hr/>	
Proposal Total	\$48,379.75

Payment Schedule

PAYMENT SCHEDULE

Payment 1	100% of Parts Total • Due Upon Proposal Acceptance	\$38,679.75
Payment 2	Outstanding Proposal Balance • Due Upon Job Completion	\$9,700.00

Mike PLM502F

Double Flex Gooseneck Microphone 50 cm / 20 inches

CONFERENCE



Description

Mike PLM502F is a brand-new Dual Flex gooseneck microphone of 50 cm that provides exceptional sound quality.

With flexible top and lower sections, the microphone has been designed for an easy and precise positioning as well as low visibility during meetings.

It also offers improved robustness and longevity thanks to a sturdy connection. Made to match the Confidea FLEX G4 habitat, Mike is easy to mount. Simply push to connect it, and effortlessly remove it from the station with a single push of the unlock button. This way Mike reduces set-up and dismantle time by 66%.



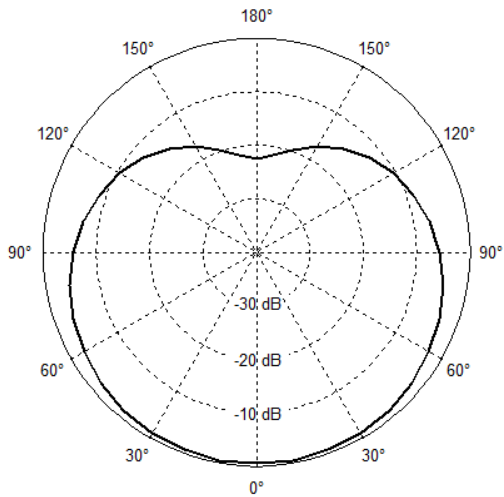
But there is more. When Mike speaks, everyone is all ears. The newly designed microphone provides a consistent and higher bandwidth, lower equivalent noise, and an excellent front-to-back ratio. A frequency response boost starting from 4 kHz ensures increased clarity and intelligibility. Another important advantage is the very low susceptibility to interference from mobile phones.

The LED indicator on top is dark (opaque) when the microphone is switched off. The color of the LED is configurable red or green for the inactive, active and request state.

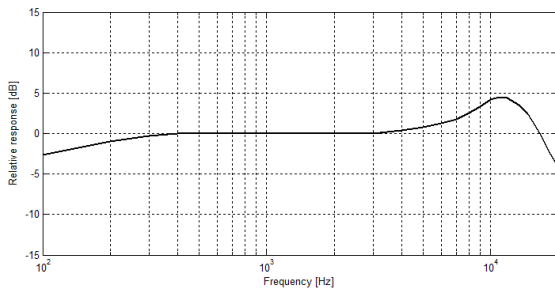
Specifications

Mechanical	
Color	Black
Size (mm)	525 × 25 × 25
Size packed (mm)	580 × 43 × 50
Weight	123 g
Weight packed	207 g
Electrical	
Transducer type	Electret condenser
Operating principle	Pressure gradient
Polar pattern	Cardioid
Frequency response	125 to 15000 Hz
Sensitivity @ 1 kHz	-40 dBV/Pa
Maximum SPL @ 1 kHz	110 dB SPL
Signal-to-noise ratio referred to 1 Pa	74 dB (A)
Dynamic range	90 dB
Equivalent noise	20 dB SPL (A)
Environmental	
Operating temperature	0 to 45°C / 32 to 113°F
Storage temperature	-20 to 60°C / -4 to 140°F
Humidity	Between 5 and 95%, no condensation

Polar Pattern



Frequency Response



HQ Belgium

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<https://www.televic.com/en/conference>

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Version 1.0 / 1 June, 2022

Confidea WAP G4 with Dante

71.98.0034

Confidea Wireless Access Point



Description

The compact, discreet yet powerful Confidea G4 access point is the heart of the wireless conference system.

The access point has a set of powerful tools to define the optimal use of channels within the RF spectrum and to keep the link with the wireless conference units secure and robust.

The built-in web-based software makes use of step by step wizards to guide the installer through the configuration of the system.

By adding a license a set of powerful meeting management tools is unlocked offering meeting moderation, voting, participant identification and reporting capabilities.

Furthermore the access point has a wealth of connectivity options. Powering the device can be done via a standard PoE+ switch or power injector.

Both analog and digital (Dante) interfaces are available to interfacing 3rd party audio systems like presentation systems, room audio systems or hybrid meeting platforms like zoom, teams, etc.

Easy recording capabilities are provided with options to record on internal or external storage.

The combination of all these capabilities result in an innovative wireless conference solution that feels at home in any meeting environment.

The Televic Confidea G4 wireless conference system ensures reliable and secure communication without interruptions resulting in worry-free meetings.

Features

Worry free wireless

- » WiFi5
- » Clean channel manager to define the operating channel of the system
- » DFS radar detection and avoidance
- » Co-existence with other WiFi systems
- » Possibility to operate in upper channels of 5 GHz range, typically underserved by other wireless systems
- » Predictive error concealment algorithm masking the effect of lost or damaged packets resulting in continuous audio
- » Self healing channel switching seamlessly switches to another channel when interference encountered or radar is detected on DFS channel
- » Spatial diversity and MIMO antenna design for optimized signal reception
- » Omni-directional range of 40m

Security

- » 802.1X (MD5, TLS, PEAP-MSCHAPv2) for LAN port only
- » WPA2 Enterprise WiFi security
- » Radius server certificate validation preventing spoofing
- » Eryption key negotiation at each startup and connection of conference unit
- » Unique encryption key exchange for each device connected to the system

Design

- » Compact and discreet design
- » Multifunctional mounting plate
- » Built-in microphone stand screw mounting option ideal for mobile setups
- » Easy click principle for easy mounting and removal of the access point
- » Optional paintable cover

Ease of setup and built-in software capabilities

- » PoE+ powered
- » Device discovery by physical button on WAP or via integrated web-based software
- » Wizard based setup and configuration
- » Automatic channel management and interference avoidance
- » Channel quality visualization, monitoring and configuration capabilities
- » Battery remaining meeting time visualization and low battery warning
- » License management : assign or revoke licenses for Confidea G4 units.
- » Upload custom standby screen for Confidea G4 units
- » Audio routing for external processing or distance conferencing
- » Mix-Minus mode
- » Recording capabilities: internal or external storage and file download
- » Camera protocols providing device information to integrate 3rd party camera control systems
- » Compatibility with Televic T-CAM camera tracking solution

Connectivity

- » LAN connection with PoE+
- » 2 x Plixus ports (*)
- » 1 x Phoenix mini balanced analog in
- » 1 x Phoenix mini balanced analog out
- » 1 x overload activity LEDs analog in
- » 1 x signal present LED for analog out
- » 1 x USB 2.0 type A connector
- » 1 x Dante port (8 x 8 channels)

Software

- » The Confidea WAP G4 comes included with the web-based Confero software. Simply browse to the WAP with a standard web browser. Confero has all the tools to setup, configure and monitor the wireless conference system with easy to use wizards. A custom standby screen can be uploaded to personalize the units according to the customer, meeting or event.
- » Adding the Confero 360 management software opens a wealth of additional functionality to facilitate meeting preparation, moderation, participant engagement and meeting reporting. Different user roles can be configured so users are only confronted with functionality for the task at hand.

Confero 360

71.98.3000

- » Creation of synoptic overview representing the room layout
- » Manage the status of microphone from the room layout, speaker and request list
- » Creation of a meeting template with seating plan
- » Link participant names to seats
- » Linking identification badges to participants so they can log-in and be identified in any conference unit.
- » Start/ Stop recording with capability to automatically start when meeting started

- » Ad-hoc voting
- » Signage view of microphone status in room layout, speaker list, request list and voting results
- » Overview of meeting reports with participant attendance, overall voting results, individual voting results for public votes and accompanied recording

Accessories

- » PoE+ Power injector
Confidea WAP PS G4 **71.98.0028**
- » Paintable cover
Confidea WAP PC **71.98.0029**

Specifications

Mechanical	
Material	ABS
Color	White
Size (W x H x D)	191 x 45 x 191 mm 7.52 x 1.77 x 7.52 in
Size packed (W x H x D)	233 x 46 x 233 mm 9.17 x 1.81 x 7.52 in
Weight	680 g 1.50 lb
Weight packed	825 g 1.82 lb
Mounting type	wall, ceiling, electrical box, microphone stand
Electrical	
Supply type	PoE+, 802.3at, Type 2 PD
Typical power consumption	15 W
Max power consumption	24 W
System	
Encryption type	WPA2 Enterprise
Max number of units	128
Max number of open microphones	8
Max number of interpretation channels	8
Latency (microphone to WAP - WAP to loudspeaker)	16 ms
Audio	48 kHz / 24 bit
Frequency response	20 - 20 kHz
THD (22 - 22000 Hz)	< 0.02 %
Dynamic range	> 90 dB
Signal to noise ratio	> 95 dBA
RF	
WiFi standard	WiFi5, IEEE802.11ac
RF frequency bands	2.4 Ghz / 5 GHz
ERP (Equivalent Isotropically Radiated power)	< 24 dBm
Range	40 m

Antenna	
No of antennas	5
LAN	
Interface	Ethernet
Link speed	100 Mbps
Network addressing	DHCP, NTP or Manual
Cable type	> Cat5e (shielded)
Connector	RJ45
Connector LED	Green : Link Orange : Link activity
Cable Length	100 m (max)
Security	
Authentication	802.1X (MD5, TLS, PEAP-MSCHAPv2) for LAN port only
Dante	
Interface	Gigabit Ethernet
Link speed	1000 Mbps
Digital audio	Dante / AES67
Number of channels	8 x 8
Cable type	> Cat5e (shielded / unshielded)
Connector	RJ45
Connector LED	Green : Link Orange : Link activity
Cable Length	100 m (max)
Plixus	
Interface	Ethernet
Link speed	100 Mbps
Power	48 VDC
Continuous output current	2A
Cable type	> Cat5e (shielded)
Connector	RJ45
Connector LED	Green : Status Orange : Link speed
Cable Length	80 m (max)
Recording	
Format	MP3

Quality	64, 128, 196, 256 kbps
Maximum size	500 GB
USB	
Interface	USB2.0
Format	NTFS
Maximum size	500 GB
Internal Storage	
Size	4 GB
Audio Input	
Nominal input level	0 dBV
Max input level	+10 dBV
Frequency response	20 - 20 kHz
THD @ nominal level (22 - 22 kHz)	< 0,02 %
Dynamic Range	> 90 dB
SNR	> 95 dBA
Input impedance	> 10 k Ω
Configuration	Balanced
Connector type	3 pin Phoenix mini combicon
Audio output	
Nominal output level	0 dBV
Max output level	+ 10 dBV
Frequency response	20 - 20000 Hz
THD @ nominal level (22 - 22000Hz)	< 0,02 %
Dynamic Range	> 90 dB
Load impedance	> 600 Ω
Configuration	Balanced
Connector type	3 pin Phoenix mini combicon
Environment	
Operating temperature	0 – 45°C
Storage and transport temperature	-20 – 60°C
Humidity	<95%, >5%

Confidea CHT G4

71.98.0046

Confidea Charging Tray



Description

The Confidea G4 charging tray is a compact rack mountable device with capability to charge up to 10 batteries. Being only one rack unit it saves space in the overall rack design. The device can also perfectly be integrated in cabinet.

In only 2h time batteries are fully charged. In 45 minutes the batteries are charged to 50%, enough for 6 meeting hours in the Confidea FLEX G4 units running on 1 battery.

Batteries can be left in the chargers without impact on lifetime of the battery thanks to the smart monitoring capabilities.

The charger has a LAN connection to browse the built-in webpage for making the device ready to upgrade and for battery monitoring.

Features

- » 19" rack mountable
- » 1U rack space
- » Auto ranging power supply
- » 10 battery slots with charging status LEDs
- » Smart battery monitoring
- » Quick charging time enabling alternating charging schemes with the Confidea G4 dual battery capabilities
- » Built-in web based software with upgrade capabilities

Certification

Region	Certification
Europe	CE

Specifications

Mechanical	
Material	Steel
Color	Black RAL 9011
Size (W x H x D)	482.6 x 43.6 x 236.5 mm 19.0 x 1.72 x 9.31 in
Size packed (W x H x D)	565 x 60 x 305 mm 22.2 x 2.4 x 12 in
Weight	3520 g 7.76 lb
Weight packed	4340 g 9.57 lb
Electrical	
Supply voltage	100-240 VAC ±10% 50-60 Hz
Nominal power	180 W
Maximum power	200 W
Environment	
Operating temperature	0 – 45 °C
Storage and transport temperature	-20 – 60 °C
Humidity	<95%, >5%

Confidea BP

BATTERY PACK

Art. 71.98.0042



Description

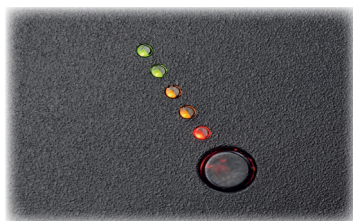
The high capacity Lithium-ion rechargeable battery pack provides power to the wireless Confidea units.

Lithium-ion rechargeable cells have a long lifespan as they do not have charging degradation issues associated with other rechargeable battery types.

The smart battery pack is monitored and controlled via a built-in microcontroller which monitors the recharging process and prevents overloading.

Fully loading an empty battery takes about 4h and guarantees an autonomy of 20h for typical use.

At the bottom of the battery pack a test button can be pushed to check the remaining charge which is visualised via a led bar for about 3 seconds.



After the remaining charge indication the battery status is visualised. The status code is visualised with a combination of active leds.

Controls and Features

- Battery status LED
- Power adapter connected LED
- Charging LED
- Push-to-test button
- LED bar for capacity and status indication

Accessories

- Charging tray :
Confidea CHT 71.98.0043
- Battery charger :
Confidea BPC 71.98.0040

Specifications

Technical Data	
Output voltage	7.2 VDC
Capacity	6600 mAh
Autonomy	20 h
Charging time	4 h
Dimensions (mm)	170 (w), 75 (h), 25 (d)
Weight (g)	377
Color	RAL9011
Part Number	71.98.0042

DISCUSSION:

The City received a request for a Reduction of a Code Enforcement Lien that has been placed on the property located at 127 12th Street, Holly Hill, FL 32117. The original owner was William Landers who is deceased. The property has been in a state of disrepair since 2019.

The property went through the probate process and is being turned over to Mr. Landers two daughters, Alex and Christina Landers. The Landers have entered into a Purchase and Sale Agreement with Mrs. Rebecca M. Webb who has entered into an agreement with the city to bring the property into compliance within 90-days of the purchase in exchange for a lien reduction as detailed below.

Based on the Findings of Fact and Conclusions of Law, the Special Master, Order of Non-Compliance was issued on January 29, 2019 to the property owner, William Landers, for violations of the following codes; The property remains in non-compliance.

Section 26-61(2) Accumulation of rash

Section 114-792(a) Unregistered vehicles

IPMC 304.1 Exterior structure damage

IPMC 304.2 Exterior window and doors.

IMPC 304.7 Roof ad Flashing

The City Manager is requesting the City Commission reduce the lien from \$381,600.00 down to 5% of the original lien to \$19,080.00 plus administrative costs as detailed below to be resolved once the property is in full compliance no later than June 30, 2026.

The city has requested the following as compensation to release the lien.

FISCAL ANALYSIS:

Total lien \$381,600.00

Required Payment to Release lien

Special Master fee for 2 meeting \$250.00

Recording fee x 3 \$50.00

Code enforcement staff time 10 hours at 36.20 \$593.10

Finance staff member 1 hour at \$31.03 \$31.03

Community Development Director 1 hour at \$89.10 \$89.10

Lien Release \$30.00

Outstand Utility Bill	\$1,504.69
Percentage of lien only value @ 5%	\$19,080.00
<u>Grand Total to be Paid</u>	\$21,627.82

STAFF RECOMMENDATION:

Reduce the lien from \$381,600.00 to the amount **\$21,627.82**.

COMMISSION GOAL:

Goal #2: Enhance City aesthetics through beautification and maintenance of city property and public rights of way, consistent enforcement of zoning and property maintenance codes, and development of reasonable design standards and a corresponding process which is applicable to all new developments and business improvements in the city.

MOTION:

REDUCE THE LIEN FROM \$381,600.00 TO \$21,627.82 TO BE PAID NO LATER THAN MARCH 31, 2026, AND SUBMIT A RELEASE OF LIEN UPON SATISFACTION OF THE PAYMENT.

AGREEMENT
Request to Reduce Lien
127 12th Street
Holly Hill, FL 32117

WHEREAS, the property located at 127 12th Street, Holly Hill, FL 32117, Parcel #424250010060 (the "Property") has been in a state of disrepair and neglect, since 2019, despite repeated requests for improvements and code enforcement action by the City of Holly Hill (the "City");

WHEREAS, the property was under the ownership of Mr. William Landers who is deceased. The property has gone through the probate process and has been determined to have the deed transferred to the two daughters Alexa and Christina, Landers.

WHEREAS, Rebecca M. Webb (Buyer) is under contract with Alexa and Christina Landers (Owner) with an "AS IS" Residential Contract for Sale and Purchase, with a closing date to occur within 30 days following the approval of this Agreement by the City Commission;

WHEREAS, an Order of Non-Compliance was issued on January 29, 2019 to the property owner, William Landers, for violations of the following codes. The property remains in non-compliance.

Section 26-61(2) Accumulation of rash

Section 114-792(a) Unregistered vehicles

IPMC 304.1 Exterior structure damage

IPMC 304.2 Exterior window and doors.

IMPC 304.7 Roof ad Flashing

WHEREAS, the Buyer is willing to enter into this Agreement to bring the Property into full compliance by repairing and rehabilitating it according to the current standards of the Florida Building Code and International Property Maintenance Code, no Later than June 30, 2026, using a licensed contractor and obtaining necessary permits, in exchange for a reduction in the amount of the lien;

WHEREAS, the City is willing to reduce the lien to the Buyers to an amount of \$20,123.13 and file a release of lien after payment is made to the City of Holly Hill and the Property is in compliance.

NOW, THEREFORE, for and in consideration of mutual covenants contained herein, the sufficiency of which are hereby acknowledged, the undersigned parties hereby agree to the following:

1. City’s Agreement:

The City agrees to release all Code Enforcement liens under the new ownership of the Buyer to an amount of \$21,627.82 and file a release of lien after payment is received and the Property is in compliance with all code violations identified in this Agreement and within the Orders of Non-Compliance under code case #2149393.

2. Buyer’s Agreement:

The Buyer hereby agrees to:

- a) Acquire the Property no later than March 31, 2026.
- b) No later than May 30, 2026, the Buyers shall clean the exterior of the Property (including mowing, tree trimming, and debris/trash removal), secure the structure (broken windows and doors shall be closed to prevent unauthorized access, and provide proof that a licensed roofing company has been hired to repair the roof.
- c) No later than June 30, 2026, the Buyers shall remedy all existing code violations and take other actions necessary to correct them bringing the Property into full compliance, including but not limited to the items identified in Code Enforcement cases #2149393

3. Consequences of Non-Compliance:

If the Buyers fail to comply with the above requirements, the Buyer acknowledges that the City has the right to pursue any and all remedies available, based on the determination by the City that the Property constitutes a public nuisance. The city may enforce existing recorded City Code enforcement liens. Specifically, if the Buyer fails to comply, the city may collect the remaining balance of the lien, in the amount of \$381,600.00, plus any additional administrative costs, or pursue collection/foreclosure.

4. Venue for Litigation:

Venue for any litigation arising out of or related to this Agreement shall be in State Court, Volusia County, Florida. The parties specifically waive any Federal Court jurisdiction and agree that the State court shall have jurisdiction over all claims.

Executed and Agreed By:

City of Holly Hill

By: _____

Joseph Forte, City Manager

Date: _____

Buyer:

By: _____

Rebecca M. Webb

Date: _____