

City of Holly Hill, Florida
City Commission
Agenda | June 23, 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
VACANT

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. 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.

3. Approval of Minutes

1. Minutes - June 9, 2026, Regular City Commission meeting
(Requested by Valerie Manning, City Clerk)

4. Consent Agenda

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?

1. 2026-R-36 - RCG Consulting, Inc. - Contract Management Services - Solid Waste Providers Contract
(Requested by Michele Moore, Finance Director)

5. Regular Agenda

1. 2026-R-32 - Pre-Owned Vacuum Trailer
(Requested by Steve Juengst, Deputy Public Works Director)
2. 2026-R-33 - Track Loader and Dump Trailer Purchase
(Requested by Steve Juengst, Deputy Public Works Director)
3. 2026-R-34 - Ground Penetrating Radar Unit Purchase
(Requested by Steve Juengst, Deputy Public Works Director)
4. 2026-R-35 - Purchase of Pre-Owned Excavator
(Requested by Steve Juengst, Deputy Public Works Director)
5. 2026-R-37 - Ratifying Year 3 of the Three-Year Agreement with the Police Benevolent Association (P.B.A.) - October 1, 2024 - September 30, 2027

(Requested by Michele Moore, Finance Director)

- 6. 2026-R-38 - FY2025-2026 Hurricane Loss Mitigation Grant Award - Holly Hill Police Department Pipe Improvement Project

(Requested by Michele Moore, Finance Director)

- 7. 2026-R-39 - Ross Point Pier Design

(Requested by Steve Juengst, Deputy Public Works Director)

6. Public Hearings

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.

- 1. FIRST READING - Ordinance 3099 - 988 3rd Street Rezone

(Requested by Joshua Steele, Senior Planner)

- 2. Major Amendment - Fox Pointe

(Requested Joshua Steele, Senior Planner)

7. Communications

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

8. 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.



City Commission
Minutes • June 9, 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 Jeffrey DeLanoy

Absent:

City Commissioner Penny Currie, Vice-Mayor

B. Invocation was led by City Commissioner Jeffrey DeLanoy

C. Pledge of Allegiance was led by Mayor John Penny

2. Presentations

- 1. Proclamation - Faith, Family and Responsible Fatherhood Month

(Requested by Valerie Manning, City Clerk)

3. Public Comments

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

Phil Wahby, Holly Hill; Mike Cerbo, Holly Hill; Dawn Bolin, Holly Hill.

4. Approval of Minutes

- 1. Minutes - May 26, 20 26 Regular City Commission meeting

(Requested by Valerie Manning, City Clerk)

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

5. Consent Agenda - None

6. Regular Agenda

Mr. Forte is requesting that the following Resolutions 32, 33, 34, and 35 be pulled from the agenda at this time. He would like the opportunity to evaluate all Public Works Capital purchases because he was recently informed that a utility project involving a chemical tank is expected to exceed its estimated cost by a significant amount. Before proceeding with additional Capital Expenditures, he needs to determine how the cost overrun for this project will be funded and assess its impact on the overall budget. He would like to move these items to the next agenda. There was **consensus** from the Mayor and City Commissioners to pull these items to the next meeting.

1. 2026-R-32 - Pre-Owned Vacuum Trailer
(Requested by Steve Juengst, Deputy Public Works Director)
2. 2026-R-33 - Track Loader and Dump Trailer Purchase
(Requested by Steve Juengst, Deputy Public Works Director)
3. 2026-R-34 - Ground Penetrating Radar Unit Purchase
(Requested by Steve Juengst, Deputy Public Works Director)
4. 2026-R-35 - Purchase of Pre-Owned Excavator
(Requested by Steve Juengst, Deputy Public Works Director)
5. Request for Lien Reduction - 642 Center Avenue
(Requested by Joseph Forte, City Manager)

Mr. Forte went through his staff report. The City has received a request for a Reduction of Lien for "code enforcement liens" that have been placed on the real property located at 642 Center Avenue, Holly Hill, FL 32117. The property is currently owned by Susan Decker. The original code violation of Section 26-61(2) went before the Special Master on October 16, 2020. A repeat violation of Section 26-61(2), as well as a violation of Section 82-131 lack of a development permit, went to the special master on May 12, 2022. The Special Master's Conclusion of Law indicated that the violations have not been corrected and if not correct by a specified sate who incur a fine on the property of \$50.00 per day per violation. The order of lien has applied a Special Master fee of \$500.00 plus \$50.00 per day per violation against the property. As of the request for a lien reduction, the amount of the lien was \$18,000.00 plus administrative costs. The property is not in compliance. However, the buyers have entered into a Memorandum of Understanding to have the lien reduced and paid for, and the property brought into compliance. A negotiated with the property owner for an agreed-upon settlement of \$2,549.33. Since that time, the property was not brought into compliance. The owners were issued an order of violation on January 22, 2025, and ordered to appear before the Special Master on February 14, 2025. The special Master concluded the following violations:

38-34(c) Vacant/ Foreclosure Registration

IPMC 304.13 Windows

This generated a new lien on the property which has totaled \$10,150,00. The property is now in compliance and the property owners are requesting a second lien reduction. The city typically does not grant a second lien reduction on a property under the same ownership that has already received a lien reduction. However, the owners are claiming that due to circumstances beyond their control, the completion of bringing the property into place was delayed. Owners are claiming that two of their window contractors failed to complete the work after being paid and leaving the owners with a \$20,000.00 loss. If the City Commission would like to entertain a second lien reduction, in this staff report are the calculations using 20% of the original lien rather than the typical 10%. Staff is recommending reducing the lien from \$10,150,00 to the amount of \$2,895.43. The City shall not release the \$10,150,00 lien amount until payment has been received in the amount of \$2,895.43. If payment is not received by 5:00 PM on July 14, 2026, the full amount of the lien shall remain in place without an option to reduce the fine in the future.

Mayor Penny opened public participation. No one spoke.

Motion to Approve.	
Result:	Passed [UNANIMOUS]
Mover:	City Commissioner Debra Snow
Second:	City Commissioner Jeffrey DeLanoy
Ayes:	John Penny, Debra Snow
Nays:	Jeffrey DeLanoy

6. Request for Lien Reduction - 1521 Heritage Lane

(Requested by Joseph Forte, City Manager)

Mr. Forte went through his staff report. The City received a request for a Reduction of Lien for "code enforcement liens" that have been placed on the real property located at 1521 Heritage Lane, Holly Hill, FL 32117 (424298000780). The property is owned by Alex Spanos of Hellenic Properties and was purchased on January 30, 2024. The property was purchased through a foreclosure process and a title search was conducted. The title search did not pick up the city's lien. Since purchasing the property, the owners have brought the property into compliance and obtained the necessary permits for work performed. Had the title search picked up the city's Code Enforcement lien, the lien would have stopped in January 2025 and potentially wiped out the city's lien. Mr. Forte stated he has taken the position that if the lien was identified and the owner applied for a lien reduction at that time, the city would have granted a lien reduction in the amount of 10% of the original lien plus administrative costs. The property was brought before the Special Master on July 20, 2023. The Conclusion of Law identified several code violations, which remained outstanding. When the property was purchased, the code violation was resolved quickly. Staff is recommending reducing the lien as stated above based on the calculations below. The original lien was \$21,800.00. Mr. Forte stated he negotiated with the property owner for an agreed-upon settlement of \$2,924.23. Staff is requesting to reduce the lien from \$21,800.00 to the amount of \$2,924.23. The City shall not release the \$21,800,00 lien amount until payment has been received in the amount of \$2,924.23. If payment is not received by 5:00 PM on August 10, 2026, the full amount of the lien shall remain in place without an option to reduce the fine in the future.

Alex Spanos, property owner, and Carrie Register briefly spoke about the request for lien reduction.

Mayor Penny opened public participation. No one spoke.

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

7. Public Hearings - None

8. Communications

Mr. Forte informed everyone that the pier is now open at Marina Grande and that he has extended his retirement day to September 4th. His last City Commission meeting will be August 11th as previously announced.

Commissioner Snow wished Jim Legary a Happy Birthday and shared her appreciation for all he does with the library at the YMCA; mentioned the upcoming property tax issue that will be on the November ballot.

Commissioner DeLanoy asked if Mr. Forte needed to do anything other than the letter he sent out to the Commission regarding his extension day for retirement and Mr. Forte stated, no. Mayor Penny appreciated the proclamation in honor of Father's Day and the recognition the proclamation gave to the community at-large; spoke briefly on the rules and regulations during City Commission meetings.

1. Holly Hill Seal - 125th Birthday

(Requested by Joseph Forte, City Manager)

Mr. Forte showed the Mayor and City Commissioners what the logo would look like for the city's 125th Birthday celebration. He asked for approval.

Mayor Penny opened public participation.

The following individuals came forward to speak to the Mayor and City Commissioners: Sharon Miller, Holly Hill; Phil Wahby, Holly Hill; Gilles Blais, Holly Hill.

Mayor Penny closed public participation.

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

9. Adjournment

The meeting adjourned at approximately 6:40 PM.

DISCUSSION:

In April of 2015, the City entered into an agreement with RCG Consulting Inc., to provide Solid Waste contract administration of the Waste Management contract, which was subsequently converted to a Waste Pro Agreement in 2017. There is no dedicated city staff to oversee the management and oversight of the Waste Pro Contract. The City strives to monitor issues with inconsistent trash and yard waste pickup and other miscellaneous hauler complaints requiring attention. This amended proposal is to provide a monthly service to the City to randomly inspect and monitor all aspects of Waste Pro's contract requirements. This agreement has been in place since 2015. RCG Consulting is currently receiving \$2,160.00 per month and is requesting an increase of 2.5% for a new monthly fee of \$2,214.00 per month. The city amended the Agreement to reflect current conditions, update the terms of the Agreement to three (3) years, with two (2) one (1) year renewals at the sole discretion of the City Manager, and provide for annual increases not to exceed 2% per year.

FISCAL ANALYSIS:

The monthly fee will be \$2,214.00. However, it is anticipated that liquidated damages, as per the Waste Pro contract, will be applied to offset some of these costs the city would incur. RCG recoups an average of \$3,000/month in liquidated damages.

STAFF RECOMMENDATION:

Approve RCG Consulting, Inc., as the Contract manager for the Waste Management Contract and approve the additional consulting services addendum.

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.

Goal #4: Provide proficient public health and safety services in terms of police and fire protection, water, storm water, waste water and solid waste management and disaster preparedness with a focus on intergovernmental collaboration, private sector partnerships, and utilization of technologies and proven innovations.

MOTION:

APPROVE THE AGREEMENT WITH RCG CONSULTING, INC., FOR CONTRACT MANAGEMENT SERVICES OVER THE SOLID WASTE PROVIDERS CONTRACT AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE AGREEMENT.

RESOLUTION 2026-R-36

**A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA,
AMENDING THE SOLID WASTE CONTRACT
ADMINISTRATION SERVICES AGREEMENT, PROVIDING
FOR CONFLICTING RESOLUTIONS; PROVIDING FOR
SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, this First Amendment to the Contract for Solid Waste Collection, Disposal and Transportation Services is made and entered into as of the date of last execution below (“Amendment Effective Date”), by and between, the City of Holly Hill, a Florida municipal corporation (the "City"), and Waste Pro of Florida, Inc., a Florida Corporation (the "Contractor"). City and Contractor may also be referred to herein individually as a “Party” or collectively as the “Parties”; and

WHEREAS, City has entered into a solid waste collection and disposal contract (“the Contract”) with Waste Management of Florida, Inc., dated March 11, 1998; and

WHEREAS, the City assigned the contract to Waste Pro commencing on September 30, 2017 with ending date of September 30, 2027; and

WHEREAS, the Second amendment to the Waste Pro Agreement was executed on August 25, 2025 extending the Agreement to September 2037.

WHEREAS Contract has complex reporting and service requirements requiring coordination and oversight of a specialized nature; and

WHEREAS, RCG, Inc., is the sole available firm experienced in conducting solid waste contract administration of the type desired by the City; and

WHEREAS, RCG, Inc., has demonstrated its ability to perform the necessary services by its performance on the City's behalf with Contract Review, recommendations and current negotiations in process.

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

SECTION 1. That the City Commission of the City of Holly Hill approve the amended Agreement between the City of Holly Hill and RCG Consulting Group.

SECTION 2. SEVERABILITY. 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. EFFECTIVE DATE. This Resolution shall take effect immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 23rd day of JUNE 2026.

SOLID WASTE CONTRACT ADMINISTRATION SERVICES AGREEMENT

This Agreement is made and entered into as of the date last noted below, by and between the City of Holly Hill, Florida, a Florida municipal corporation (hereafter called "City") and Redman Consulting Group, (RCG), a Florida corporation in good standing (hereafter called "Contract Administrator") on the following understandings, terms and conditions:

WHEREAS, City has entered into a solid waste collection and disposal contract ("the Contract") with Waste Management of Florida, Inc., dated March 11, 1998; and

WHEREAS, the City assigned the contract to Waste Pro commencing on September 30, 2017 with ending date of September 30, 2027; and

WHEREAS, the Second amendment to the Waste Pro Agreement was executed on August 25, 2025 extending the Agreement to September 2037; and

WHEREAS Contract has complex reporting and service requirements requiring coordination and oversight of a specialized nature; and

WHEREAS, RCG, Inc., is the sole available firm experienced in conducting solid waste contract administration of the type desired by the City; and

WHEREAS, RCG, Inc., has demonstrated its ability to perform the necessary services by its performance on the City's behalf with Contract Review, recommendations and current negotiations in process.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. SCOPE OF ENGAGEMENT:

During the term of engagement, Contract Administrator shall perform the following services in regard to the Contract as City's agent:

- ✓ Random monitoring of Waste Pro to ensure all services required by the Contract are performed satisfactorily;
- ✓ Random inspections to ensure compliance with the Waste Pro employee roster, vehicle roster and on-board equipment requirements of the Contract;
- ✓ Monitor to insure proper follow-up by Waste Pro as to any complaints and the request for services;
- ✓ Periodic general field oversight of Waste Pro contract performance including documentation of the Waste Pro action;
- ✓ Justify and file recommended liquidated damage assessments per the Contract;
- ✓ Prepare monthly reports of such activities for review by the City Manager, Public Works Director, and City Commission and additional monitoring of the web based online racking system.

2. TERMS OF ENGAGEMENT:

This Agreement shall be for the term of three (3) years, with two (2) one (1) year renewals at the sole discretion of the City Manager. Either party may terminate this Agreement, including any renewals thereof: upon one hundred twenty (120) days written notice, with or without cause. RCG may request an annual CPI increase at a rate not to exceed 2% providing the request is received by the City no later than May 30th with an effective date of October 1st of each year of the agreement.

3. MONTHLY RETAINER:

Upon presentation of a monthly invoice, City shall pay Contract Administrator the sum of Two Thousand Two Hundred and fourteen Dollars (\$2,214.00) per month as retainer for services to be performed that month.

4. GENERAL PROVISIONS:

A. This writing embodies the entire agreement between the parties, and may not be modified except by mutual further agreement documented in writing.

B. This Agreement may not be assigned and shall be construed under Florida law as a personal services contract in which the parties had an equal hand in the drafting.

C. In the event of a dispute concerning the terms or conditions of this Agreement, venue shall be in Volusia County, Florida. The prevailing party after exhaustion of all appeal periods shall be entitled to reimbursement of its reasonable costs and attorneys' fees from the non-prevailing party.

D. If any provision of this Agreement is held to be unenforceable or otherwise invalid, to the degree the remainder can be severed without destroying the parties' Agreement, it shall be and shall remain in full force and effect.

IN WITNESS WHEREOF, and intending to be bound hereby, the parties have caused this Agreement to be amended and executed this _____ day of _____, 2026.

Attest: CITY CLERK

CITY OF HOLLY HILL, FL

Joseph A. Forte, City Manager

WITNESS:

RCG, INC.

BY: _____

ITS: _____

DATE: _____

DISCUSSION:

On April 28, 2026, the City Commission held a workshop to discuss capital equipment recommended to be purchased during the current fiscal year. Among the pieces of equipment discussed was a pre-owned vacuum trailer with a 500-gallon capacity. This piece of equipment is far smaller than the city owned Jet Vac truck, and does not require a CDL driver to operate it. Further, the smaller size will allow for this trailer to be in the right-of-way without the need for MOT and road closures.

Staff have identified multiple pre-owned vacuum trailers and recommend the purchase of a 2023 Vermeer CV873SGT with only twelve (12) hours of use. This equipment features a 27-horsepower gasoline engine, hydraulic tilt tank, hydraulic lift door, 800-gallon tank, strong arm boom and twin 150-gallon freshwater tanks with a pressure washing system. This equipment is trailer mounted.

Since the City is seeking used equipment, it is not possible to seek proposals which feature identical specifications. The Holly Hill Purchasing Policy has anticipated this scenario and authorizes the City Commission to waive the formal bidding procedure of costs greater than \$25,000 provided certain criteria are met. Specifically, Chapter 8 of the purchasing policy states:

CHAPTER 8 – WAIVERS OF BID

The City Manager may waive purchasing policy up to \$25,000, and Commission may waive the formal bidding procedure over \$25,000 for the following reasons. Every attempt should be made to obtain three written quotations.

- The health, safety, or welfare of the citizens or employees is at stake.
- To get a vehicle or equipment vital to the operations of the City back into service.
- If equipment needs to be taken apart to give an estimate or price.
- For the purchase or rental of real estate when location is important.
- Emergencies and natural disasters.
- When specifications must not be made public due to covert or confidential operations of the Police Department.
- When advertising must be done in a specific publication such as a trade journal, local publication, etc.
- To obtain materials, equipment, or services which cannot be purchased under normal bid procedures, as confirmed by the Finance Department.
- When an essential government service would be interrupted.
- When additional loss to public or private property might occur.
- When, after notice in accordance with ordinance, no bids or proposals are received.
- Otherwise as determined to be in the best interest of the City.

City staff recommend that the purchase of the pre-owned vacuum trailer be made with a waiver of the formal bid procedure “to obtain materials, equipment, or services which cannot be purchased under normal bid procedures, as confirmed by the Finance Department.”

The waiver recommendation confirmation by the Finance Department is included under ‘Exhibit A’.

In order to ensure that proposals offered to the city are of fair market value for a pre-owned vacuum trailer, City staff have identified and compared multiple tractors available for purchase. Below are the findings of City staff:

Vendor	Year	Make	Model	Hours	Cost	Shipping
MTI Equipment	2023	Vermeer	CV873SGT	12	\$60,000	\$1,580.00
Southern Plains Equipment	2019	Vac Tron	LP873SDT	1,000	\$79,000	*
Southern Plains Equipment	2017	Vac Tron	LP873SDT	1,500	\$70,000	*
Nulls Creek	2012	Ditch Witch	FX60	728	\$69,000	*
Source HDD	2022	Vermeer	VX50-826A	1,313	\$99,000	\$6,000.00

*Shipping not specified

Upon analysis of the tractors available, City staff have determined that the 2023 Vermeer CV873SGT vacuum trailer available from MTI Equipment is the best piece of equipment and the lowest cost. The recommended vehicle is included under “Exhibit B.” The remainder of vehicles researched are included under “Exhibit C.”

FISCAL ANALYSIS:

During the City Commission Workshop, staff estimated the cost of a pre-owned vacuum trailer to be \$75,000. The cost of the recommended trailer is below the estimated budget at a cost of \$61,580 including shipping. This amount will be funded from prior year carryover and brought into general ledger account 407-8110-580-6400 through the budget amendment request included under “Exhibit D”.

STAFF RECOMMENDATION:

Approve the purchase of a 2023 Vermeer CV873SGT vacuum trailer from MTI Equipment at a total cost of \$61,580, approve a budget amendment in the same amount to allow for the purchase and authorize the City Manager to execute the same.

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.

Goal #4: Provide proficient public health and safety services in terms of police and fire protection, water, storm water, waste water and solid waste management and disaster

preparedness with a focus on intergovernmental collaboration, private sector partnerships, and utilization of technologies and proven innovations.

RESOLUTION:

APPROVE THE WAIVING OF THE FORMAL BID PROCEDURE FOR, AND THE PURCHASE OF A PRE-OWNED 2023 VERMEER CV873SGT FROM MTI EQUIPMENT AT A COST OF \$61,580, APPROVE A BUDGET AMENDMENT IN THE SAME AMOUNT TO ALLOW FOR THE PURCHASE AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE SAME.

RESOLUTION 2026-R-32

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING THE PURCHASE OF A PRE-OWNED 2023 VERMEER CV873SGT VACUUM TRAILER FROM MTI EQUIPMENT AT A COST OF \$61,580, APPROVE A BUDGET AMENDMENT IN THE SAME AMOUNT TO ALLOW FOR THE PURCHASE AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE SAME; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, during a City Commission Workshop held on April 28, 2026, it was determined that staff should seek proposals for a pre-owned vacuum trailer; and

WHEREAS, staff have received five proposals for similar used equipment; and

WHEREAS, staff is requesting the City Commission waive the formal bidding procedure; and

WHEREAS, staff recommend that the city purchase the 2023 Vermeer CV873SGT vacuum trailer from MTI Equipment at a cost of \$61,580.

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

SECTION 1. That the City Commission of the City of Holly Hill approve a purchase of a 2023 Vermeer CV873SGT Vacuum Trailer from MTI Equipment at a cost of \$61,580 and authorize the City Manager to execute the same.

SECTION 2. That the City Commission of the City of Holly Hill approve a budget amendment request in the amount of \$61,580 using prior year carryover funds to make this purchase.

SECTION 3. 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 4. EFFECTIVE DATE. This Resolution shall become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 23rd day of JUNE 2026.

Waivers of Bid


Michele Moore <mmoore@hollyhillfl.org>
To: Steven Juengst <sjuengst@hollyhillfl.org>

Fri, May 22, 2026 at 4:06 PM

Yes. Thank you.

Michele Moore, CGFO, CMA

Finance Director
[1065 Ridgewood Ave.](#)
[Holly Hill, FL 32117](#)

 <https://www.youtube.com/watch?v=D8Ycn-kDwj8>

386-248-9426

mmoore@hollyhillfl.org

www.hollyhillfl.org

On Fri, May 22, 2026 at 3:45 PM Steven Juengst <sjuengst@hollyhillfl.org> wrote:

Michele,

Per our Commission Workshop on April 28, PW Staff have identified a pre-owned vaccum trailer that we would like to recommend for purchase. Since it is a used unit, we will be asking the Commission to waive the formal bid procedure. Specifically, I recommend that we waive the bid under the bullet point

"To obtain materials, equipment or services which cannot be purchased under normal bid procedures, as confirmed by the Finance Department"

If you agree with this recommendation, can you please confirm? I will include your confirmation in the agenda item

CHAPTER 8 - WAIVERS OF BID

The City Manager may waive purchasing policy up to \$25,000, and Commission may waive the formal bidding procedure over \$25,000 for the following reasons. Every attempt should be made to obtain three written quotations.

- The health, safety, or welfare of the citizens or employees is at stake.
- To get a vehicle or equipment vital to the operations of the City back into service.
- If equipment needs to be taken apart to give an estimate or price.
- For the purchase or rental of real estate when location is important.
- Emergencies and natural disasters.
- When specifications must not be made public due to covert or confidential operations of the Police Department.
- When advertising must be done in a specific publication such as a trade journal, local publication, etc.
- To obtain materials, equipment, or services which cannot be purchased under normal bid procedures, as confirmed by the Finance Department.
- When an essential government service would be interrupted.
- When additional loss to public or private property might occur.
- When, after notice in accordance with ordinance, no bids or proposals are received.
- Otherwise as determined to be in the best interest of the City.

Regards,

Steve Juengst, CPWP-M
Deputy Public Works Director
City of Holly Hill
453 LPGA Blvd
Holly Hill, Florida 32117
(386) 248-9463
(386) 248-9499 (fax)
sjuengst@hollyhillfl.org
www.hollyhillfl.org



Florida has a very broad Public Records Law. Virtually all written communications to or from State and Local Officials and employees are public records available to the public and media upon request. The City of Holly Hill's policy does not differentiate between personal and business emails. This means email messages, including your e-mail address and any attachments and information we receive online might be disclosed to any person or media making a public records request. E-mail sent on the City system will be considered public and will only be withheld from disclosure if deemed confidential or exempt pursuant to State Law. If you are an individual whose identifying information is exempt under 119.071, Florida Statutes, please so indicate in your email or other communication. If you have any questions about the Florida public records law refer to Chapter 119 Florida Statutes.

Florida has a very broad Public Records Law. Virtually all written communications to or from State and Local Officials and employees are public records available to the public and media upon request. The City of Holly Hill's policy does not differentiate between personal and business emails. This means email messages, including your e-mail address and any attachments and information we receive online might be disclosed to any person or media making a public records request. E-mail sent on the City system will be considered public and will only be withheld from disclosure if deemed confidential or exempt pursuant to State Law. If you are an individual whose identifying

information is exempt under 119.071, Florida Statutes, please so indicate in your email or other communication. If you have any questions about the Florida public records law refer to Chapter 119 Florida Statutes.



Ship To: CITY OF HOLLY HILL
 453 LPGA BLVD
 HOLLY HILL ,FL 32117-2609

Invoice To: CITY OF HOLLY HILL
 1065 RIDGEWOOD AVE
 HOLLY HILL FL 32117-2807

Branch 01 - NORTH PORT		
Date 05/21/2026	Time 12:37:45 (O)	Page 1
Account No. CITYO002	Phone No. 3863837351	Invoice No. E03990
Ship Via FREIGHT	Purchase Order 1	
Tax ID No.		
KEITH OLIVER		Salesperson 124

EQUIPMENT INVOICE

Description Amount

Stock #: VAC26019 Serial #: 7NWH19AUXPK050225 62000.00
 Used 2023 VM CV873SGT
 USED 2023 VERMEER CV873SGT VAC SYSTEM- 12 HOURS, 27 HP
 KOHLER GASOLINE ENGINE, HYDRAULIC TILT TANK, HYDRAULIC LIFT
 DOOR, 800 GALLON SPOILS TANK, STRONG ARM BOOM, AND TWIN 150
 GAL FRESHWATER TANKS WITH PRESSURE WASHING SYSTEM.
 TRAILER 7NWH19AUXPK050225

Sale Total: 62000.00

Miscellaneous Charges/Credits

FREIGHT TRUCK Qty: 1 Price: 1580.00 1580.00
 DISCOUNT - VACS 1 2000.00 2000.00-

Subtotal: 61580.00

Total (IN HOUSE CHARGE): 61580.00

PURCHASER IS RESPONSIBLE FOR ANY ADDITIONAL SALES/USE TAX THAT MAY BE DUE TO THEIR STATE OR LOCAL TAXING AUTHORITIES.
 PLEASE NOTE: THERE WILL BE A 2.5% FEE FOR PAYMENT BY CREDIT/DEBIT CARD ONLY. YOU STILL HAVE THE OPTION TO PAY BY CHECK/WIRE/ACH WITHOUT ADDITIONAL FEES.

RECEIVED A CERTIFICATE OF EXEMPTION FROM THE CITY OF HOLLY HILL 5/19/26.

THIS SALE IS MADE OF THE EXPRESS UNDERSTANDING THAT THE PROPERTY IS PURCHASED AS IS AND WITH ALL FAULTS. NO WARRANTIES, EXPRESSED OR IMPLIED ARE MADE BY SELLER THAT ANY OF THE PROPERTY IS MERCHANTABLE OR FIT FOR ANY PARTICULAR PURPOSE. MTL EQUIPMENT IS NOT RESPONSIBLE FOR ANY AND ALL WORK THAT MAY BE LOST DUE TO FAILURE OF SAID EQUIPMENT. MTL EQUIPMENT DOES NOT TOUCH OR REPAIR ANY STRIKE ALERT/REMOTE LOCKOUT SYSTEM ON ANY MACHINE AND DOES NOT GUARANTEE THAT ANY SUCH STRIKE ALERT/REMOTE LOCKOUT SYSTEM IS IN WORKING CONDITION.

Terms: Due on receipt, unless otherwise noted. Service Charge 1.5% per month on past due accounts. (I.e. an Annual Rate of 18%). 15% Restocking Fee.

This contractor and subcontractor shall abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.

X _____
 Received By

_____ Date

Thank You for Your Business!

2019 VAC TRON LP873SDT



USD **\$79,000**

Rental Prices:

Daily: USD \$650

Weekly: USD \$1,950

Monthly: USD \$5,850

Machine Location: 5410 Rittiman Rd. San Antonio, Texas 78218

Seller Information

Southern Plains Equipment

Contact: Aaron Holt

Phone: **(210) 547-0279**

San Antonio, Texas 78218

(210) 547-0279



[Hide Thumbnails](#)

Description

49HP Yanmar diesel, 800 gallon spoil tank, 1000 CFM vacuum, Manual hose boom, 300 Gallon fresh water capacity, Reverse Flow, 3000 PSI Pressure Washer, Electric brakes, 14,000lb GWR Trailer, Hyd Door latch,

Specifications

Year	2019	Manufacturer	VAC TRON
Model	LP873SDT	Hours	1,000
Condition	Used	Stock Number	25040

[Show As Paragraph](#)

2017 VAC TRON LP873SDT



USD **\$70,000**

Rental Prices:

Daily: USD \$650

Weekly: USD \$1,950

Monthly: USD \$5,850

Machine Location: [5410 Rittiman Rd. San Antonio, Texas 78218](#)

Seller Information

Southern Plains Equipment

Contact: Aaron Holt

Phone: (210) 547-0279

San Antonio, Texas 78218

(210) 547-0279



[Hide Thumbnails](#)

Description

49HP Yanmar diesel, 800 gallon spoil tank, 1000 CFM vacuum, Manual hose boom, 300 Gallon fresh water capacity, Reverse Flow, 3000 PSI Pressure Washer, Electric brakes, 14,000lb GWR Trailer, Hyd Door latch,

Specifications

Year	2017	Manufacturer	VAC TRON
Model	LP873SDT	Hours	1,500
Condition	Used	Stock Number	25202

[Show As Paragraph](#)

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2012 DITCH WITCH FX60

USD **\$69,000**

Machine Location: 100 Manda Ct Troy, Missouri 63379

Seller Information

Nulls Creek Rental & Supply

Contact: Mike Lamp

Phone: (636) 383-4093

Troy, Missouri 63379

(636) 383-4093



[Hide Thumbnails](#)

Description

Call for more information!

Specifications

Year	2012	Manufacturer	DITCH WITCH
Model	FX60	Hours	728
Serial Number	1DSB202S4C1701720	Condition	Used
Hours Meter	Accurate / Verified	Stock Number	32106

[Show As Paragraph](#)



1816 E. Wasp Rd
 Hutchinson, KS 67501
 USA
 Phone: 620.802.0200
 Fax: 620.802.0278

Date	Page
May 20, 2026	1
Order Number	
OC202600120	

Sold To:

City of Holly Hill, Florida
 453 LPGA Boulevard
 Holly Hill, FL 32117

Ship To:

City of Holly Hill, Florida
 453 LPGA Boulevard
 Holly Hill, FL 32117

Reference	PO Number	Salesperson LC	Customer No. CHH001	Exp Ship Date May 20, 2026	Order Date May 20, 2026	Ship Via	Terms WIRE
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Qty. Ord.	Qty. Shp.	Qty. B/O	Item Number	Description	Unit Price	UOM	Extended Price
1.0000	0.0000	1.0000	9300-826A	2022 Vermeer VX50-800, S/N 1MV4212MCNG010204 Trailer, VIN 1M9FE1220MS284785	99,000.00	ea	99,000.00
			SHIPPI	SHIPPING			6,000.00

Comments:	Tax Summary:		Less Included Tax 0.00 Order Discount 0.00 Subtotal 105,000.00 Total sales tax 0.00 Total order 105,000.00
	OUTOFKS	0.00	

CITY OF HOLLY HILL
Budget Adjustment Request
Fiscal Year 2025-2026

Requesting Department	Date
Public Works	5/22/2026

TAKE FUNDS FROM ACCOUNT NUMBER:	PROJECT NUMBER:	ACCOUNT DESCRIPTION:	AMOUNT:
407-0000-389-1000		Prior Year Carryover	61,580.00
Total			61,580.00


ADD FUNDS TO ACCOUNT NUMBER:	PROJECT NUMBER:	ACCOUNT DESCRIPTION:	AMOUNT:
407-8110-580-6400		Machinery & Equipment	61,580.00
Total			61,580.00

Purpose of Transfer: (include as much detail as possible)

Funds are required to purchase a pre-owned vacuum trailer as discussed during a City Commission Workshop held on April 28, 2026.

Note: Funds can only be transferred within the same fund and same department without requiring further commission action. In addition funds can only be expended after amendment is completed.

----- Management Approvals -----

	5-22-2026
Department Head Signature	Date
City Manager Signature	Date

----- For Finance Use Only -----

Finance Review

Finance Director Signature	Date	Resolution #

DISCUSSION:

On April 28, 2026, the City Commission held a workshop in which a Bobcat compact track loader with a dump trailer was identified as pieces of equipment to be purchased during the current fiscal year. For the purchase of the Bobcat track loader, staff recommend that the Commission authorize the purchase of this equipment through a piggyback contract as permitted through the City’s purchasing manual policy 2.39.

Current City of Holly Hill Purchasing Manual

Policy 2.39 Other Government Entities’ Contracts.

The City may utilize (piggy-back) any other government entity’s open contract that have been competitively bid and awarded to the low responsive, responsible bidder meeting the specifications, in accordance with City Purchasing regulations. The City may also piggyback off U.S. General Services Administration, GSA Contracts. When another entity’s contracts is the be utilized, a copy of that contract shall be forwarded to the Finance Department for review and evaluation to determine if it meets the City’s requirement regarding competitive bidding and award.

Chapter 287, Florida Statutes, grants the authority to piggyback the purchase of goods and services as a form of intergovernmental cooperative purchasing in which a public purchaser requests competitive sealed bids, enters into a contract, and arranges, as part of the contract, for other public purchasing units to purchase from the selected vendor under the same terms and conditions as itself in order to take advantage of the better pricing that large purchasers are able to obtain in order to reduce administrative time and costs involved in the procurement process (i.e., cost of preparing bid specifications, advertising, etc.).

Section 2.39 of the City’s Purchasing Policy is included under “Exhibit A”.

Sourcewell Contract # 020223-CEC offers a 26% discount from retail on compact track loaders and a 24% discount from retail on attachments. This contract was awarded in April 2023 with an expiration date of April 17, 2027. A copy of this contract is included under “Exhibit B”

Bobcat has offered the City of Holly Hill an additional discount on the track loader beyond the Sourcewell agreement at 33% off of the list price. The proposal from Bobcat is included under “Exhibit C.”

The dump trailer is not offered by Bobcat. Accordingly, staff sought competitive bids. Below are the bids received:

Vendor	Cost
Car Shop Trailer Sales LLC	\$13,126
Top Shelf Trailers	\$14,026
O’Dell’s Predator Eagle	\$13,454.50
AllAmericanTrailer.Com	\$13,195
Right Trailers Nationwide	\$12,998

Although the lowest bid received is from Right Trailers Nationwide, staff recommend that the City Commission utilize the local vendor preference as permitted by Section K, Policy 2.44 of the City's purchasing policy. The proposed bid from the Car Shop Trailer Sales is less than 1% higher than the lowest bid, but the proximity to the Public Works yard is desirable in the event that any warranty repairs or technical assistance is needed on the trailer.

The proposal from Car Shop Trailer Sales is included under "Exhibit D" and the remaining proposals are included under "Exhibit E". Section 2.44 of the City's Purchasing Manual is included under "Exhibit F."

FISCAL ANALYSIS:

During the Commission Workshop of April 28, 2026, the cost of a Bobcat track loader with a Dump Trailer was estimated at \$197,500. The cost proposed by Bobcat for the track loader is \$127,405.47 and the cost proposed by the Car Shop Trailer Sales for the dump trailer is \$13,126, totaling expenditures in the amount of \$140,531.47.

A budget amendment request to move prior year carry forward funds into stormwater capital projects account 407-8110-580-6400 is included under "Exhibit G".

STAFF RECOMMENDATION:

That the City Commission approve the piggyback of Sourcewell Contract 020223-CEC and proposal from Bobcat to purchase a compact track loader at a cost of \$127,405.47, approve the local vendor preference provision to purchase a dump trailer from Car Shop Trailer Sales at a cost of \$13,126, approve a budget amendment in the amount of \$140,531.47 to allow for these purchases and authorize the City Manager to execute the same.

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.

Goal #4: Provide proficient public health and safety services in terms of police and fire protection, water, storm water, waste water and solid waste management and disaster preparedness with a focus on intergovernmental collaboration, private sector partnerships, and utilization of technologies and proven innovations.

MOTION:

THAT THE CITY COMMISSION APPROVE THE PIGGYBACK OF SOURCEWELL CONTRACT 020223-CEC AND PROPOSAL FROM BOBCAT TO PURCHASE A COMPACT TRACK LOADER AT A COST OF \$127,405.47, APPROVE THE LOCAL VENDOR PREFERENCE PROVISION TO PURCHASE A DUMP TRAILER FROM CAR SHOP TRAILER SALES AT A COST OF \$13,126, APPROVE A BUDGET AMENDMENT IN THE AMOUNT OF \$140,531.47 TO ALLOW FOR THESE PURCHASES AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE SAME.

RESOLUTION 2026-R-33

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING THE PIGGYBACK OF SOURCEWALL CONTRACT 020223-CEC FOR THE PURCHASE OF A BOBCAT COMPACT TRACK LOADER AT A COST OF \$127,405.47, APPROVING A LOCAL VENDOR PREFERENCE PURCHASE OF A DUMP TRAILER FOR THE LOADER FROM THE CAR SHOP TRAILER SALES AT A COST OF \$13,126, APPROVING A BUDGET AMENDMENT IN THE AMOUNT OF \$140,531.47 TO ALLOW FOR THESE PURCHASES AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE SAME; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, during a City Commission Workshop held on April 28, 2026, it was determined that staff should seek proposals for a Bobcat Compact Track Loader with a Dump Trailer; and

WHEREAS, Bobcat has an active agreement with Sourcewell, which offers a 26% discount on track loaders and 24% discount on attachments; and

WHEREAS, Bobcat has offered additional savings totaling a 33% discount on the track loader; and

WHEREAS, staff received five (5) proposals for a dump trailer to be used with this loader; and

WHEREAS, staff recommend that the City Commission utilize the local vendor preference policy to purchase a dump trailer from the Car Shop Trailer Sales due to the cost difference being under 1% and the benefit of proximity in the event of future repair or technical support needs; and

WHEREAS, a budget amendment is needed in order to fund these purchases.

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

SECTION 1. That the City Commission of the City of Holly Hill approve a purchase of the piggyback of Sourcewell Contract 020223-CEC and additional discounts to purchase a Bobcat Compact Track Loader at a cost of \$127,405.47 and authorize the City Manager to execute the same.

SECTION 2. That the City Commission of the City of Holly Hill approve the vendor preference policy to select The Car Shop Trailer Sales as the preferred vendor to provide a

dump trailer for the loader at a cost of \$13,126 and authorize the City Manager to execute the same.

SECTION 3. That the City Commission of the City of Holly Hill approve a budget amendment request in the amount of \$140,531.47 to fund these purchases.

SECTION 4. 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 5. EFFECTIVE DATE. This Resolution shall become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 23rd day of JUNE 2026.

SECTION I - ALTERNATE ACCEPTABLE MEANS OF PROCUREMENT

POLICY 2.38 STATE OF FLORIDA TERM CONTRACTS / SNAPS AGREEMENTS

State of Florida Contracts for a variety of commodities has been competitively bid and meets all the State and City of Holly Hill requirements for bidding. They may be accessed through the Internet at the following address: myflorida.com or you may call the Finance Department for assistance. State of Florida SNAPS Agreements are also accessed through the Internet via the State of Florida Contract System. These agreements include a variety of goods and services that utilize recycled and/or innovative products at pre-negotiated prices. SNAPS Agreements may be utilized in lieu of competitive bidding as follows: any single purchase from a SNAPS Agreement shall not exceed \$25,000 without City Commission Approval.

POLICY 2.39 OTHER GOVERNMENT ENTITIES' CONTRACTS

The City may utilize (piggy-back) any other government entity's open contracts that have been competitively bid and awarded to the low responsive, responsible bidder meeting specifications, in accordance with City Purchasing regulations. The City may also piggyback off U.S. General Services Administration, "GSA Contracts". When another entity's contracts is to be utilized, a copy of that contract shall be forwarded to the Finance Department for review and evaluation to determine if it meets the City's requirements regarding competitive bidding and award.

POLICY 2.40 COOPERATIVE PURCHASING

The City may join with one or more other government entity and jointly bid common commodities or services. Cooperative Purchasing may take the following forms:

- One entity "piggybacking" on the contract of another.
- Entities joining together to bid.

POLICIES 2.41 RESPECT AND PRIDE

Items purchased from these Departments are exempt from bidding. Purchasing has catalogues and price lists from these Departments.

RESPECT of Florida (Florida Association of Rehabilitation Facilities, Inc.)

Florida Statute Sections 413.032-413.037 directs state and local government Departments to purchase certain products and services from qualified, nonprofit, community-based organizations employing persons with disabilities.

PRIDE (Florida Prison Industries) - Florida Statute Section 946.006 authorizes the manufacture, processing, or production of "such items as are ... needed and used in state institutions and Departments and in other governmental jurisdictions of the state."

POLICY 2.42 OWNER DIRECT PURCHASES (ODP)

It may be to the City's advantage to directly purchase materials, components, or systems to be used in a construction project. The advantages are a savings in sales tax (the City is tax-exempt, contractors are



Solicitation Number: RFP #020223

CONTRACT

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and Clark Equipment Company dba Bobcat Company, 250 East Beaton Dr., West Fargo, ND 58075 (Supplier).

Sourcewell is a State of Minnesota local government unit and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to eligible federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada. Sourcewell issued a public solicitation for Medium Duty and Compact Construction Equipment with Related Attachments from which Supplier was awarded a contract.

Supplier desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and the entities that access Sourcewell's cooperative purchasing contracts (Participating Entities).

1. TERM OF CONTRACT

- A. **EFFECTIVE DATE.** This Contract is effective upon the date of the final signature below.
- B. **EXPIRATION DATE AND EXTENSION.** This Contract expires April 17, 2027, unless it is cancelled sooner pursuant to Article 22. This Contract may be extended one additional year upon the request of Sourcewell and written agreement by Supplier.
- C. **SURVIVAL OF TERMS.** Notwithstanding any expiration or termination of this Contract, all payment obligations incurred prior to expiration or termination will survive, as will the following: Articles 11 through 14 survive the expiration or cancellation of this Contract. All other rights will cease upon expiration or termination of this Contract.

2. EQUIPMENT, PRODUCTS, OR SERVICES

- A. **EQUIPMENT, PRODUCTS, OR SERVICES.** Supplier will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above.

Supplier's Equipment, Products, or Services Proposal (Proposal) is attached and incorporated into this Contract.

All Equipment and Products provided under this Contract must be new and the current model. Supplier may offer close-out or refurbished Equipment or Products if they are clearly indicated in Supplier's product and pricing list. Unless agreed to by the Participating Entities in advance, Equipment or Products must be delivered as operational to the Participating Entity's site.

This Contract offers an indefinite quantity of sales, and while substantial volume is anticipated, sales and sales volume are not guaranteed.

B. **WARRANTY.** Supplier warrants that all Equipment, Products, and Services furnished are free from liens and encumbrances, and are free from defects in design, materials, and workmanship. In addition, Supplier warrants the Equipment, Products, and Services are suitable for and will perform in accordance with the ordinary use for which they are intended. Supplier's dealers and distributors must agree to assist the Participating Entity in reaching a resolution in any dispute over warranty terms with the manufacturer. Any manufacturer's warranty that extends beyond the expiration of the Supplier's warranty will be passed on to the Participating Entity.

C. **DEALERS, DISTRIBUTORS, AND/OR RESELLERS.** Upon Contract execution and throughout the Contract term, Supplier must provide to Sourcewell a current means to validate or authenticate Supplier's authorized dealers, distributors, or resellers relative to the Equipment, Products, and Services offered under this Contract, which will be incorporated into this Contract by reference. It is the Supplier's responsibility to ensure Sourcewell receives the most current information.

3. PRICING

All Equipment, Products, or Services under this Contract will be priced at or below the price stated in Supplier's Proposal.

When providing pricing quotes to Participating Entities, all pricing quoted must reflect a Participating Entity's total cost of acquisition. This means that the quoted cost is for delivered Equipment, Products, and Services that are operational for their intended purpose, and includes all costs to the Participating Entity's requested delivery location.

Regardless of the payment method chosen by the Participating Entity, the total cost associated with any purchase option of the Equipment, Products, or Services must always be disclosed in the pricing quote to the applicable Participating Entity at the time of purchase.

A. **SHIPPING AND SHIPPING COSTS.** All delivered Equipment and Products must be properly packaged. Damaged Equipment and Products may be rejected. If the damage is not readily apparent at the time of delivery, Supplier must permit the Equipment and Products to be

returned within a reasonable time at no cost to Sourcewell or its Participating Entities. Participating Entities reserve the right to inspect the Equipment and Products at a reasonable time after delivery where circumstances or conditions prevent effective inspection of the Equipment and Products at the time of delivery. In the event of the delivery of nonconforming Equipment and Products, the Participating Entity will notify the Supplier as soon as possible and the Supplier will replace nonconforming Equipment and Products with conforming Equipment and Products that are acceptable to the Participating Entity.

Supplier must arrange for and pay for the return shipment on Equipment and Products that arrive in a defective or inoperable condition.

Sourcewell may declare the Supplier in breach of this Contract if the Supplier intentionally delivers substandard or inferior Equipment or Products.

B. SALES TAX. Each Participating Entity is responsible for supplying the Supplier with valid tax-exemption certification(s). When ordering, a Participating Entity must indicate if it is a tax-exempt entity.

C. HOT LIST PRICING. At any time during this Contract, Supplier may offer a specific selection of Equipment, Products, or Services at discounts greater than those listed in the Contract. When Supplier determines it will offer Hot List Pricing, it must be submitted electronically to Sourcewell in a line-item format. Equipment, Products, or Services may be added or removed from the Hot List at any time through a Sourcewell Price and Product Change Form as defined in Article 4 below.

Hot List program and pricing may also be used to discount and liquidate close-out and discontinued Equipment and Products as long as those close-out and discontinued items are clearly identified as such. Current ordering process and administrative fees apply. Hot List Pricing must be published and made available to all Participating Entities.

4. PRODUCT AND PRICING CHANGE REQUESTS

Supplier may request Equipment, Product, or Service changes, additions, or deletions at any time. All requests must be made in writing by submitting a signed Sourcewell Price and Product Change Request Form to the assigned Sourcewell Supplier Development Administrator. This approved form is available from the assigned Sourcewell Supplier Development Administrator. At a minimum, the request must:

- Identify the applicable Sourcewell contract number;
- Clearly specify the requested change;
- Provide sufficient detail to justify the requested change;

- Individually list all Equipment, Products, or Services affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
- Include a complete restatement of pricing documentation in Microsoft Excel with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Equipment, Products, and Services offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Request Form will become an amendment to this Contract and will be incorporated by reference.

5. PARTICIPATION, CONTRACT ACCESS, AND PARTICIPATING ENTITY REQUIREMENTS

A. PARTICIPATION. Sourcewell's cooperative contracts are available and open to public and nonprofit entities across the United States and Canada; such as federal, state/province, municipal, K-12 and higher education, tribal government, and other public entities.

The benefits of this Contract should be available to all Participating Entities that can legally access the Equipment, Products, or Services under this Contract. A Participating Entity's authority to access this Contract is determined through its cooperative purchasing, interlocal, or joint powers laws. Any entity accessing benefits of this Contract will be considered a Service Member of Sourcewell during such time of access. Supplier understands that a Participating Entity's use of this Contract is at the Participating Entity's sole convenience and Participating Entities reserve the right to obtain like Equipment, Products, or Services from any other source.

Supplier is responsible for familiarizing its sales and service forces with Sourcewell contract use eligibility requirements and documentation and will encourage potential participating entities to join Sourcewell. Sourcewell reserves the right to add and remove Participating Entities to its roster during the term of this Contract.

B. PUBLIC FACILITIES. Supplier's employees may be required to perform work at government-owned facilities, including schools. Supplier's employees and agents must conduct themselves in a professional manner while on the premises, and in accordance with Participating Entity policies and procedures, and all applicable laws.

6. PARTICIPATING ENTITY USE AND PURCHASING

A. ORDERS AND PAYMENT. To access the contracted Equipment, Products, or Services under this Contract, a Participating Entity must clearly indicate to Supplier that it intends to access this Contract; however, order flow and procedure will be developed jointly between Sourcewell and Supplier. Typically, a Participating Entity will issue an order directly to Supplier or its authorized subsidiary, distributor, dealer, or reseller. If a Participating Entity issues a purchase order, it may use its own forms, but the purchase order should clearly note the applicable Sourcewell

contract number. All Participating Entity orders under this Contract must be issued prior to expiration or cancellation of this Contract; however, Supplier performance, Participating Entity payment obligations, and any applicable warranty periods or other Supplier or Participating Entity obligations may extend beyond the term of this Contract.

Supplier's acceptable forms of payment are included in its attached Proposal. Participating Entities will be solely responsible for payment and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.

B. ADDITIONAL TERMS AND CONDITIONS/PARTICIPATING ADDENDUM. Additional terms and conditions to a purchase order, or other required transaction documentation, may be negotiated between a Participating Entity and Supplier, such as job or industry-specific requirements, legal requirements (e.g., affirmative action or immigration status requirements), or specific local policy requirements. Some Participating Entities may require the use of a Participating Addendum, the terms of which will be negotiated directly between the Participating Entity and the Supplier or its authorized dealers, distributors, or resellers, as applicable. Any negotiated additional terms and conditions must never be less favorable to the Participating Entity than what is contained in this Contract.

C. SPECIALIZED SERVICE REQUIREMENTS. In the event that the Participating Entity requires service or specialized performance requirements not addressed in this Contract (such as e-commerce specifications, specialized delivery requirements, or other specifications and requirements), the Participating Entity and the Supplier may enter into a separate, standalone agreement, apart from this Contract. Sourcewell, including its agents and employees, will not be made a party to a claim for breach of such agreement.

D. TERMINATION OF ORDERS. Participating Entities may terminate an order, in whole or in part, immediately upon notice to Supplier in the event of any of the following events:

1. The Participating Entity fails to receive funding or appropriation from its governing body at levels sufficient to pay for the equipment, products, or services to be purchased; or
2. Federal, state, or provincial laws or regulations prohibit the purchase or change the Participating Entity's requirements.

E. GOVERNING LAW AND VENUE. The governing law and venue for any action related to a Participating Entity's order will be determined by the Participating Entity making the purchase.

7. CUSTOMER SERVICE

A. PRIMARY ACCOUNT REPRESENTATIVE. Supplier will assign an Account Representative to Sourcewell for this Contract and must provide prompt notice to Sourcewell if that person is changed. The Account Representative will be responsible for:

- Maintenance and management of this Contract;
- Timely response to all Sourcwell and Participating Entity inquiries; and
- Business reviews to Sourcwell and Participating Entities, if applicable.

B. BUSINESS REVIEWS. Supplier must perform a minimum of one business review with Sourcwell per contract year. The business review will cover sales to Participating Entities, pricing and contract terms, administrative fees, sales data reports, performance issues, supply issues, customer issues, and any other necessary information.

8. REPORT ON CONTRACT SALES ACTIVITY AND ADMINISTRATIVE FEE PAYMENT

A. CONTRACT SALES ACTIVITY REPORT. Each calendar quarter, Supplier must provide a contract sales activity report (Report) to the Sourcwell Supplier Development Administrator assigned to this Contract. Reports are due no later than 45 days after the end of each calendar quarter. A Report must be provided regardless of the number or amount of sales during that quarter (i.e., if there are no sales, Supplier must submit a report indicating no sales were made).

The Report must contain the following fields:

- Participating Entity Name (e.g., City of Staples Highway Department);
- Participating Entity Physical Street Address;
- Participating Entity City;
- Participating Entity State/Province;
- Participating Entity Zip/Postal Code;
- Participating Entity Contact Name;
- Participating Entity Contact Email Address;
- Participating Entity Contact Telephone Number;
- Sourcwell Assigned Entity/Participating Entity Number;
- Item Purchased Description;
- Item Purchased Price;
- Sourcwell Administrative Fee Applied; and
- Date Purchase was invoiced/sale was recognized as revenue by Supplier.

B. ADMINISTRATIVE FEE. In consideration for the support and services provided by Sourcwell, the Supplier will pay an administrative fee to Sourcwell on all Equipment, Products, and Services provided to Participating Entities. The Administrative Fee must be included in, and not added to, the pricing. Supplier may not charge Participating Entities more than the contracted price to offset the Administrative Fee.

The Supplier will submit payment to Sourcwell for the percentage of administrative fee stated in the Proposal multiplied by the total sales of all Equipment, Products, and Services purchased

by Participating Entities under this Contract during each calendar quarter. Payments should note the Supplier's name and Sourcewell-assigned contract number in the memo; and must be mailed to the address above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions. Payments must be received no later than 45 calendar days after the end of each calendar quarter.

Supplier agrees to cooperate with Sourcewell in auditing transactions under this Contract to ensure that the administrative fee is paid on all items purchased under this Contract.

In the event the Supplier is delinquent in any undisputed administrative fees, Sourcewell reserves the right to cancel this Contract and reject any proposal submitted by the Supplier in any subsequent solicitation. In the event this Contract is cancelled by either party prior to the Contract's expiration date, the administrative fee payment will be due no more than 30 days from the cancellation date.

9. AUTHORIZED REPRESENTATIVE

Sourcewell's Authorized Representative is its Chief Procurement Officer.

Supplier's Authorized Representative is the person named in the Supplier's Proposal. If Supplier's Authorized Representative changes at any time during this Contract, Supplier must promptly notify Sourcewell in writing.

10. AUDIT, ASSIGNMENT, AMENDMENTS, WAIVER, AND CONTRACT COMPLETE

A. **AUDIT.** Pursuant to Minnesota Statutes Section 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant to this Contract are subject to examination by Sourcewell or the Minnesota State Auditor for a minimum of six years from the end of this Contract. This clause extends to Participating Entities as it relates to business conducted by that Participating Entity under this Contract.

B. **ASSIGNMENT.** Neither party may assign or otherwise transfer its rights or obligations under this Contract without the prior written consent of the other party and a fully executed assignment agreement. Such consent will not be unreasonably withheld. Any prohibited assignment will be invalid.

C. **AMENDMENTS.** Any amendment to this Contract must be in writing and will not be effective until it has been duly executed by the parties.

D. **WAIVER.** Failure by either party to take action or assert any right under this Contract will not be deemed a waiver of such right in the event of the continuation or repetition of the circumstances giving rise to such right. Any such waiver must be in writing and signed by the parties.

E. **CONTRACT COMPLETE.** This Contract represents the complete agreement between the parties. No other understanding regarding this Contract, whether written or oral, may be used to bind either party. For any conflict between the attached Proposal and the terms set out in Articles 1-22 of this Contract, the terms of Articles 1-22 will govern.

F. **RELATIONSHIP OF THE PARTIES.** The relationship of the parties is one of independent contractors, each free to exercise judgment and discretion with regard to the conduct of their respective businesses. This Contract does not create a partnership, joint venture, or any other relationship such as master-servant, or principal-agent.

11. INDEMNITY AND HOLD HARMLESS

Supplier must indemnify, defend, save, and hold Sourcewell and its Participating Entities, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees incurred by Sourcewell or its Participating Entities, arising out of any act or omission in the performance of this Contract by the Supplier or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in the Equipment, Products, or Services under this Contract to the extent the Equipment, Product, or Service has been used according to its specifications. Sourcewell's responsibility will be governed by the State of Minnesota's Tort Liability Act (Minnesota Statutes Chapter 466) and other applicable law.

12. GOVERNMENT DATA PRACTICES

Supplier and Sourcewell must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by or provided to Sourcewell under this Contract and as it applies to all data created, collected, received, maintained, or disseminated by the Supplier under this Contract.

13. INTELLECTUAL PROPERTY, PUBLICITY, MARKETING, AND ENDORSEMENT

A. INTELLECTUAL PROPERTY

1. *Grant of License.* During the term of this Contract:
 - a. Sourcewell grants to Supplier a royalty-free, worldwide, non-exclusive right and license to use the trademark(s) provided to Supplier by Sourcewell in advertising and promotional materials for the purpose of marketing Sourcewell's relationship with Supplier.
 - b. Supplier grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Supplier's trademarks in advertising and promotional materials for the purpose of marketing Supplier's relationship with Sourcewell.
2. *Limited Right of Sublicense.* The right and license granted herein includes a limited right of each party to grant sublicenses to their respective subsidiaries, distributors, dealers,

resellers, marketing representatives, and agents (collectively “Permitted Sublicensees”) in advertising and promotional materials for the purpose of marketing the Parties’ relationship to Participating Entities. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this Article by any of their respective sublicensees.

3. Use; Quality Control.

- a. Neither party may alter the other party’s trademarks from the form provided and must comply with removal requests as to specific uses of its trademarks or logos.
- b. Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party’s trademarks only in good faith and in a dignified manner consistent with such party’s use of the trademarks. Upon written notice to the breaching party, the breaching party has 30 days of the date of the written notice to cure the breach or the license will be terminated.

4. Termination. Upon the termination of this Contract for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party’s name or logo (excepting Sourcewell’s pre-printed catalog of suppliers which may be used until the next printing). Supplier must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell’s written directions.

B. **PUBLICITY.** Any publicity regarding the subject matter of this Contract must not be released without prior written approval from the Authorized Representatives. Publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Supplier individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Contract.

C. **MARKETING.** Any direct advertising, marketing, or offers with Participating Entities must be approved by Sourcewell. Send all approval requests to the Sourcewell Supplier Development Administrator assigned to this Contract.

D. **ENDORSEMENT.** The Supplier must not claim that Sourcewell endorses its Equipment, Products, or Services.

14. GOVERNING LAW, JURISDICTION, AND VENUE

The substantive and procedural laws of the State of Minnesota will govern this Contract. Venue for all legal proceedings arising out of this Contract, or its breach, must be in the appropriate state court in Todd County, Minnesota or federal court in Fergus Falls, Minnesota.

15. FORCE MAJEURE

Neither party to this Contract will be held responsible for delay or default caused by acts of God or other conditions that are beyond that party's reasonable control. A party defaulting under this provision must provide the other party prompt written notice of the default.

16. SEVERABILITY

If any provision of this Contract is found by a court of competent jurisdiction to be illegal, unenforceable, or void then both parties will be relieved from all obligations arising from that provision. If the remainder of this Contract is capable of being performed, it will not be affected by such determination or finding and must be fully performed.

17. PERFORMANCE, DEFAULT, AND REMEDIES

A. **PERFORMANCE.** During the term of this Contract, the parties will monitor performance and address unresolved contract issues as follows:

1. *Notification.* The parties must promptly notify each other of any known dispute and work in good faith to resolve such dispute within a reasonable period of time. If necessary, Sourcewell and the Supplier will jointly develop a short briefing document that describes the issue(s), relevant impact, and positions of both parties.
2. *Escalation.* If parties are unable to resolve the issue in a timely manner, as specified above, either Sourcewell or Supplier may escalate the resolution of the issue to a higher level of management. The Supplier will have 30 calendar days to cure an outstanding issue.
3. *Performance while Dispute is Pending.* Notwithstanding the existence of a dispute, the Supplier must continue without delay to carry out all of its responsibilities under the Contract that are not affected by the dispute. If the Supplier fails to continue without delay to perform its responsibilities under the Contract, in the accomplishment of all undisputed work, the Supplier will bear any additional costs incurred by Sourcewell and/or its Participating Entities as a result of such failure to proceed.

B. **DEFAULT AND REMEDIES.** Either of the following constitutes cause to declare this Contract, or any Participating Entity order under this Contract, in default:

1. Nonperformance of contractual requirements, or
2. A material breach of any term or condition of this Contract.

The party claiming default must provide written notice of the default, with 30 calendar days to cure the default. Time allowed for cure will not diminish or eliminate any liability for liquidated or other damages. If the default remains after the opportunity for cure, the non-defaulting party may:

- Exercise any remedy provided by law or equity, or
- Terminate the Contract or any portion thereof, including any orders issued against the Contract.

18. INSURANCE

A. REQUIREMENTS. At its own expense, Supplier must maintain insurance policy(ies) in effect at all times during the performance of this Contract with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:

1. *Workers' Compensation and Employer's Liability.*

Workers' Compensation: As required by any applicable law or regulation.

Employer's Liability Insurance: must be provided in amounts not less than listed below:

Minimum limits:

\$500,000 each accident for bodily injury by accident

\$500,000 policy limit for bodily injury by disease

\$500,000 each employee for bodily injury by disease

2. *Commercial General Liability Insurance.* Supplier will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Contract.

Minimum Limits:

\$1,000,000 each occurrence Bodily Injury and Property Damage

\$1,000,000 Personal and Advertising Injury

\$2,000,000 aggregate for products liability-completed operations

\$2,000,000 general aggregate

3. *Commercial Automobile Liability Insurance.* During the term of this Contract, Supplier will maintain insurance covering all owned, hired, and non-owned automobiles in limits of liability not less than indicated below. The coverage must be subject to terms no less broad than ISO Business Auto Coverage Form CA 0001 (2010 edition or newer), or equivalent.

Minimum Limits:

\$1,000,000 each accident, combined single limit

4. *Umbrella Insurance*. During the term of this Contract, Supplier will maintain umbrella coverage over Employer's Liability, Commercial General Liability, and Commercial Automobile.

Minimum Limits:
\$2,000,000

5. *Network Security and Privacy Liability Insurance*. During the term of this Contract, Supplier will maintain coverage for network security and privacy liability. The coverage may be endorsed on another form of liability coverage or written on a standalone policy. The insurance must cover claims which may arise from failure of Supplier's security resulting in, but not limited to, computer attacks, unauthorized access, disclosure of not public data – including but not limited to, confidential or private information, transmission of a computer virus, or denial of service.

Minimum limits:
\$2,000,000 per occurrence
\$2,000,000 annual aggregate

Failure of Supplier to maintain the required insurance will constitute a material breach entitling Sourcewell to immediately terminate this Contract for default.

B. CERTIFICATES OF INSURANCE. Prior to commencing under this Contract, Supplier must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Contract. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or sent to the Sourcewell Supplier Development Administrator assigned to this Contract. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf.

Failure to request certificates of insurance by Sourcewell, or failure of Supplier to provide certificates of insurance, in no way limits or relieves Supplier of its duties and responsibilities in this Contract.

C. ADDITIONAL INSURED ENDORSEMENT AND PRIMARY AND NON-CONTRIBUTORY INSURANCE CLAUSE. Supplier agrees to list Sourcewell and its Participating Entities, including their officers, agents, and employees, as an additional insured under the Supplier's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Supplier, and products and completed operations of Supplier. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

D. WAIVER OF SUBROGATION. Supplier waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Contract or other

insurance applicable to the Supplier or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Supplier or its subcontractors. Where permitted by law, Supplier must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

E. UMBRELLA/EXCESS LIABILITY/SELF-INSURED RETENTION. The limits required by this Contract can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

19. COMPLIANCE

A. LAWS AND REGULATIONS. All Equipment, Products, or Services provided under this Contract must comply fully with applicable federal laws and regulations, and with the laws in the states and provinces in which the Equipment, Products, or Services are sold.

B. LICENSES. Supplier must maintain a valid and current status on all required federal, state/provincial, and local licenses, bonds, and permits required for the operation of the business that the Supplier conducts with Sourcewell and Participating Entities.

20. BANKRUPTCY, DEBARMENT, OR SUSPENSION CERTIFICATION

Supplier certifies and warrants that it is not in bankruptcy or that it has previously disclosed in writing certain information to Sourcewell related to bankruptcy actions. If at any time during this Contract Supplier declares bankruptcy, Supplier must immediately notify Sourcewell in writing.

Supplier certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Supplier certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Contract. Supplier further warrants that it will provide immediate written notice to Sourcewell if this certification changes at any time.

21. PROVISIONS FOR NON-UNITED STATES FEDERAL ENTITY PROCUREMENTS UNDER UNITED STATES FEDERAL AWARDS OR OTHER AWARDS

Participating Entities that use United States federal grant or FEMA funds to purchase goods or services from this Contract may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may have additional requirements based on specific funding source terms or conditions. Within this Article, all

references to “federal” should be interpreted to mean the United States federal government. The following list only applies when a Participating Entity accesses Supplier’s Equipment, Products, or Services with United States federal funds.

A. EQUAL EMPLOYMENT OPPORTUNITY. Except as otherwise provided under 41 C.F.R. § 60, all contracts that meet the definition of “federally assisted construction contract” in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. §60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 C.F.R. § 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.” The equal opportunity clause is incorporated herein by reference.

B. DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148). When required by federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Supplier must be in compliance with all applicable Davis-Bacon Act provisions.

C. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708). Where applicable, all contracts awarded by the non-federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of

not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into this Contract. Supplier certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

D. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT. If the federal award meets the definition of “funding agreement” under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency. Supplier certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

E. CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387). Contracts and subgrants of amounts in excess of \$150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Supplier certifies that during the term of this Contract will comply with applicable requirements as referenced above.

F. DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689). A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. §180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Supplier certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

G. BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352). Suppliers must file any required certifications. Suppliers must not have used federal appropriated funds to pay any

person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Suppliers must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Suppliers must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

H. RECORD RETENTION REQUIREMENTS. To the extent applicable, Supplier must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Supplier further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

I. ENERGY POLICY AND CONSERVATION ACT COMPLIANCE. To the extent applicable, Supplier must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

J. BUY AMERICAN PROVISIONS COMPLIANCE. To the extent applicable, Supplier must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

K. ACCESS TO RECORDS (2 C.F.R. § 200.336). Supplier agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Supplier that are directly pertinent to Supplier's discharge of its obligations under this Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Supplier's personnel for the purpose of interview and discussion relating to such documents.

L. PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322). A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

M. FEDERAL SEAL(S), LOGOS, AND FLAGS. The Supplier cannot use the seal(s), logos, crests, or reproductions of flags or likenesses of Federal agency officials without specific pre-approval.

N. NO OBLIGATION BY FEDERAL GOVERNMENT. The U.S. federal government is not a party to this Contract or any purchase by a Participating Entity and is not subject to any obligations or liabilities to the Participating Entity, Supplier, or any other party pertaining to any matter resulting from the Contract or any purchase by an authorized user.

O. PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS. The Contractor acknowledges that 31 U.S.C. 38 (Administrative Remedies for False Claims and Statements) applies to the Supplier's actions pertaining to this Contract or any purchase by a Participating Entity.

P. FEDERAL DEBT. The Supplier certifies that it is non-delinquent in its repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowance, and benefit overpayments.

Q. CONFLICTS OF INTEREST. The Supplier must notify the U.S. Office of General Services, Sourcewell, and Participating Entity as soon as possible if this Contract or any aspect related to the anticipated work under this Contract raises an actual or potential conflict of interest (as described in 2 C.F.R. Part 200). The Supplier must explain the actual or potential conflict in writing in sufficient detail so that the U.S. Office of General Services, Sourcewell, and Participating Entity are able to assess the actual or potential conflict; and provide any additional information as necessary or requested.

R. U.S. EXECUTIVE ORDER 13224. The Supplier, and its subcontractors, must comply with U.S. Executive Order 13224 and U.S. Laws that prohibit transactions with and provision of resources and support to individuals and organizations associated with terrorism.

S. PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT. To the extent applicable, Supplier certifies that during the term of this Contract it will comply with applicable requirements of 2 C.F.R. § 200.216.

T. DOMESTIC PREFERENCES FOR PROCUREMENTS. To the extent applicable, Supplier certifies that during the term of this Contract will comply with applicable requirements of 2 C.F.R. § 200.322.

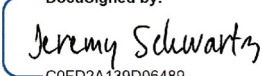
22. CANCELLATION

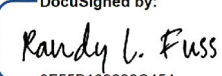
Sourcewell or Supplier may cancel this Contract at any time, with or without cause, upon 60 days' written notice to the other party. However, Sourcewell may cancel this Contract immediately upon discovery of a material defect in any certification made in Supplier's

Proposal. Cancellation of this Contract does not relieve either party of financial, product, or service obligations incurred or accrued prior to cancellation.

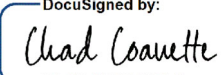
Sourcewell

Clark Equipment Company dba Bobcat Company

DocuSigned by:

 C0FD2A139D06489...
 By: _____
 Jeremy Schwartz
 Title: Chief Procurement Officer
 Date: 4/5/2023 | 9:09 PM CDT

DocuSigned by:

 0F55B103999C454...
 By: _____
 Randy L. Fuss
 Title: Director Government Accounts
 Date: 4/6/2023 | 6:49 AM PDT

Approved:

DocuSigned by:

 7E42B8F817A64CC...
 By: _____
 Chad Coquette
 Title: Executive Director/CEO
 Date: 4/6/2023 | 8:51 AM CDT

RFP 020223 - Medium Duty and Compact Construction Equipment with Related Attachments

Vendor Details

Company Name: Clark Equipment Company
Does your company conduct business under any other name? If yes, please state: Bobcat Company
Address: 250 East Beaton Drive
West Fargo, North Dakota 58078
Contact: Randy Fuss
Email: randy.fuss@doosan.com
Phone: 701-241-8746
HST#: 38-0425350

Submission Details

Created On: Monday January 02, 2023 10:07:38
Submitted On: Thursday February 02, 2023 15:19:15
Submitted By: Randy Fuss
Email: randy.fuss@doosan.com
Transaction #: aeb6e4f7-4d95-43ca-ad84-fcc9b4f07ed1
Submitter's IP Address: 136.226.48.180

Specifications

Table 1: Proposer Identity & Authorized Representatives

General Instructions (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond "N/A" if the question does not apply to you (preferably with an explanation).

Line Item	Question	Response *
1	Proposer Legal Name (one legal entity only): (In the event of award, will execute the resulting contract as "Supplier")	Clark Equipment Company dba Bobcat Company
2	Identify all subsidiary entities of the Proposer whose equipment, products, or services are included in the Proposal.	Bobcat Company
3	Identify all applicable assumed names or DBA names of the Proposer or Proposer's subsidiaries in Line 1 or Line 2 above.	Bobcat Company
4	Provide your CAGE code or Unique Entity Identifier (SAM):	Unique Entity ID: LNCJF4TCJRV8
5	Proposer Physical Address:	Bobcat Company 250 East Beaton Dr. West Fargo, ND 58075
6	Proposer website address (or addresses):	www.bobcat.com
7	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the "Proposer's Assurance of Compliance" on behalf of the Proposer and, in the event of award, will be expected to execute the resulting contract):	Randy L. Fuss Director, Government Accounts 250 East Beaton Dr. West Fargo, ND 58078 randy.fuss@doosan.com (701) 241-8746
8	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Randy L. Fuss Director, Government Accounts 250 East Beaton Dr. West Fargo, ND 58078 randy.fuss@doosan.com (701) 241-8746
9	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	Jesse Rheault Government Account Manager 250 East Beaton Dr. West Fargo, ND 58078 jesse.rheault@doosan.com (701) 241-8759 Barry Hanson Government Account Manager 250 East Beaton Dr. West Fargo, ND 58078 barry.hanson@doosan.com (701) 241-8793 Kristie Willett Government Account Manager 1293 Glenway Drive Statesville, NC 28625 kristie.willett@doosan.com (704) 883-3772 Heather Messmer Government Sales Support Manager 250 East Beaton Dr. West Fargo, ND 58078 (701) 241-8719

Table 2: Company Information and Financial Strength

Line Item	Question	Response *
10	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested equipment, products or services.	<p>Bobcat Company was founded on innovation. Since the beginning, we've engineered machines that empower people to accomplish more. That focus is what kick-started our business in 1947 and what drives us forward today – innovating the best equipment, technology and services to help customers tackle their toughest jobs.</p> <p>Bobcat is a global brand with employees and manufacturing facilities worldwide. We are proud of what we create, the value we provide and the relationships we build – all while helping people succeed. Customers use our machines and technologies to accomplish more in construction, agriculture, landscaping, rental, grounds maintenance, utilities and other applications. Both the people behind our brand and the equipment we manufacture are tough, agile and versatile. Bobcat equipment fosters a sense of pride and inspires confidence on even the most challenging job sites.</p> <p>Our roots are deep in North Dakota – having started here in 1947 – and we are the state's largest manufacturer, with three North Dakota production facilities; Gwinner ND, Bismarck ND, Wahpeton ND, along with a facility in Litchfield MN, Statesville NC and Johnson Creek WI. Global Bobcat manufacturing facilities are located in South Korea, France, Czech Republic and China.</p> <p>Bobcat Company leads the industry in the design, manufacture, marketing and distribution of compact equipment for construction, rental, landscaping, agriculture, grounds maintenance, government, utility, industry and mining. We strive to empower our customers to do their jobs more efficiently and effectively.</p> <p>The renowned Bobcat brand — ours since the name was first used in 1962 — is synonymous with durability and dependability. Tough, versatile, agile Bobcat® equipment — with its time-tested reliability — has rightly earned the nickname “One Tough Animal.” Bobcat Company continues to be committed to delivering the industry's best compact equipment.</p> <p>Core Values and Business Philosophy The people of Bobcat Company practice the nine core values of the Doosan Credo. We practice the nine core values everywhere we operate, every day, to build a "Proud Global Doosan". These values guide the way we do business, the way we treat each other and the way we work with all of our partners. The nine core values are as follows:</p> <ul style="list-style-type: none"> • People • Inhwa • Profit • Cultivating People • Customers • Integrity & Transparency • World-class Technology & Innovation • Safety & Environment <p>Our growth plans are etched in the following:</p> <ul style="list-style-type: none"> • Brand Excellence • Innovation Leadership • Powered by People • Community Partnership

11	What are your company's expectations in the event of an award?	<p>In the event of an award, Bobcat Company will continue to expand, market, train, and demonstrate our market leadership with the Sourcewell Contract secured in our Sales Toolbox, ready to be positioned first throughout North America. We'll strengthen and develop new relationships within the SLED (state, local and education) markets to generate additional market share, revenue and brand recognition.</p> <p>Strategically and with a concerted effort (Bobcat®, Sourcewell, and Independently Owned Dealers) our organization will continue to be the market leader and premier offering in the compact equipment industry. The Sourcewell contract coupled with implementing our sales and marketing plan which will consist of a unified effort of the Bobcat® Corporate Government Sales Team, Corporate Field Sales Staff, Marketing Group, Service Staff, along with our world class dealer resources, routine training & communication with support of corporate marketing resources to gain further brand exposure and awareness for Bobcat® and Sourcewell. Further, our marketing and sales execution will consist of strong trade show attendance, association involvement, print/digital marketing and dealer engagement contacting the equipment fleet users, and procurement professionals, meeting face to face as best we are allowed to position our unified value proposition (Bobcat® Brand and Sourcewell).</p>	*
12	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response.	Our current corporate family rating (CFR) is Ba3 primarily reflects our company's dominant position in the compact farm and construction equipment market throughout North America. Our CFR is supported by the company's healthy financial leverage, consistent positive free cash flow and very good liquidity. Term Loan B (TLB) bond rating is Ba3/BB. Please see attached financial statements and credit references.	*
13	What is your US market share for the solutions that you are proposing?	We estimate our market share to be 38% throughout North American Market for our compact construction equipment products.	*
14	What is your Canadian market share for the solutions that you are proposing?	We estimate our market share to 30% throughout the Canadian Market for our compact construction equipment.	*
15	Has your business ever petitioned for bankruptcy protection? If so, explain in detail.	No, Clark Equipment Company dba Bobcat Company has not petitioned for bankruptcy protection.	*
16	How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer whichever question (either a) or b) just below) best applies to your organization. a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned? b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?	<p>b) Clark Equipment Company dba Bobcat Company is the manufacturer of Bobcat® Compact Equipment.</p> <p>Our dealers are independently owned and operated, not owned by Bobcat Company. The dealers contract with Bobcat Company each year in order to achieve company mission, vision, values and growth objectives.</p>	*
17	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	Clark Equipment Company dba Bobcat Company holds the current business licenses to operate throughout North America and pertinent certifications to be compliant with the EPA, OSHA, ISO and LEED etc. in order to to market, manufacture, and sell the compact equipment throughout North America and globally. (See Attached Certifications) and (See Attached Corporate Sustainability Report)	*
18	Provide all "Suspension or Debarment" information that has applied to your organization during the past ten years.	None - Not Applicable	*

Table 3: Industry Recognition & Marketplace Success

Line Item	Question	Response *
19	Describe any relevant industry awards or recognition that your company has received	2018 Landscape Business Twenty for 2018 New Product Award — R-Series E85

in the past five years

compact excavator
 Equipment Today 2018 Contractors' Top 50 New Products — R-Series E85 compact excavator
 Equipment Watch 2018 Lowest Cost of Ownership Award — MT55 mini track loader and S70 skid-steer loader
 Roads & Bridges Magazine 2018 Contractors' Choice Awards — M2-Series compact track loaders; E42 compact excavator; and HB980 hydraulic breaker
 Construction Equipment Top 100 New Products of 2018 — V723 VersaHANDLER® telescopic tool carrier
 Compact Equipment Innovative Iron Awards 2018 — R-Series E85 compact excavator

2019

Construction Equipment Top 100 New Products Crystal Awards — V723 VersaHANDLER® telescopic tool carrier
 2019 International Forum Design Award - R-Series E85 compact excavator
 Landscape Business Twenty for 2019 New Product Award — Bob-Dock™ Attachment Mounting System
 Green Industry Pro's Editor's Choice Award – UV34 and UV34XL Utility Vehicles
 Compact Equipment Innovative Iron Awards 2019 — Bobcat MaxControl Remote Operation
 Equipment Today 2019 Contractors' Top 50 New Products — Bobcat Rear Camera Kit
 Equipment Watch 2019 Lowest Cost of Ownership Award — MT55 mini track loader and S70 skid-steer loader
 Rental Equipment Register Gold Award for 2019 Product of the Year for Bobcat MaxControl Remote Operation System.
 Compact Equipment Top 100 New Products 2019 — UV34 utility vehicle

2020

Equipment Watch 2020 Lowest Cost of Ownership Award — T590 compact track loader and S70 skid-steer loader
 Equipment Watch 2020 Highest Residual Value Award — S70 skid-steer loader
 Green Industry Pros Editor's Choice Award - L23 and L28 small articulated loaders
 Landscape Business Twenty for 2020 New Product Award - R-Series loaders
 Equipment Today 2020 Contractors' Top 50 New Products - R-Series T76 and S76 compact loaders
 Innovation Leader 2020 Impact Award - Features On Demand
 Equipment Watch 2020 Lowest Cost of Ownership Award - T500 compact track loader and S70 skid-steer loader
 Construction Equipment Top 100 Product Awards for the E165 Excavator, the V923 Telehandler, and the E42 / E50 R Series excavators

2021

2021 Highest Retained Value Award (HRVA)
 2021 Contractors' Top 50 New Products - L23 and L28 Small Articulated Loaders
 Rental Editor's Choice Award: T62 and S62 R-Series loaders
 Construction Equipment Top 100 New Product Award: S62 and T62R R-Series loaders
 Equipment Today 50 New Products: L23 and L28 small articulated loaders
 Roads & Bridges Contractor's Choice Award: Sweeper attachment
 Green Industry Pros Mower Madness Champ: ZT7000 mower
 Green Industry Pros 2021 Editor's Choice Award: ZT7000 mower
 CES Innovation Awards in the categories of Vehicle Intelligence & Transportation and Smart Cities: T7X all-electric compact track loader
 Equipment Watch Highest Retained Value: Compact track loaders and small skid-steer loaders
 Compact Equipment 2021 Innovative Iron Award: E88 R-Series compact excavator
 AEM 2021 Gold Award Winner

2022

2022 CES Vehicle Intelligence & Transportation Award- T7X
 2022 CES Smart Cities Award- T7X
 2022 Potencia Award- T7X
 Green Industry Pro's Editor's Choice Award Winner- Machine IQ Mobile App
 Equipment Today Contractors' Top New Products Award- T7X
 Construction Pro's Top New Products Award- T7X
 Rental Editor's Choice Awards- T7X
 Compact Equipment Magazine Innovative Iron Awards: T7X
 Compact Equipment Magazine Innovative Iron Awards: Quad Tracks
 AEM Advocacy Award: Gold

More information can be found on our website

<https://www.bobcat.com/na/en/company/about/brand/awards-recognition>

20	What percentage of your sales are to the governmental sector in the past three years	Our Government Sales volume to all government customer types represents approximately 9% of our total sales.	*
21	What percentage of your sales are to the education sector in the past three years	Our Government Sales volume to the education sector the past three years is approximately 11% of our total government sales volume.	*
22	List any state, provincial, or cooperative purchasing contracts that you hold. What is the annual sales volume for each of these contracts over the past three years?	See Attached Excel File "State and Cooperative Contracts List" Note: This document is confidential and proprietary. As this is traditionally not a document necessary to make an award.	*
23	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	Bobcat Company currently does not hold a GSA Contract, however through our strategic small business resellers our annual sales to federal customers averages \$11 million in sales annually.	*

Table 4: References/Testimonials

Line Item 24. Supply reference information from three customers who are eligible to be Sourcwell participating entities.

Entity Name *	Contact Name *	Phone Number *	
State of Delaware	Steven Chillas	(302) 857-4549	*
Office of General Services NY	Sean Carroll	(518) 473-5294	*
City of San Diego	Ralph Monroy - Fleet Manager	(619) 527-7577	*
LA Department of Water & Power	Larry Smith - Fleet Raymond Lin - Supply Chain Services Philip Ly - Fleet Engineering	(818) 771-3608 (213) 367-0881 (818) 771-3607	
City of Sioux Falls, SD	Scott Rust	(605) 367-8836	

Table 5: Top Five Government or Education Customers

Line Item 25. Provide a list of your top five government, education, or non-profit customers (entity name is optional), including entity type, the state or province the entity is located in, scope of the project(s), size of transaction(s), and dollar volumes from the past three years.

Entity Name	Entity Type *	State / Province *	Scope of Work *	Size of Transactions *	Dollar Volume Past Three Years *	
Not Required	Government	Texas - TX	Compact Equipment	\$32,184	\$7,370,202	*
Not Required	Government	Illinois - IL	Compact Equipment	\$54,465	\$5,446,480	*
Not Required	Government	Pennsylvania - PA	Compact Equipment	\$34,641	\$4,052,962	*
Not Required	Government	New York - NY	Compact Equipment	\$19,907	\$3,702,646	*
Not Required	Government	Minnesota - MN	Compact Equipment	\$27,862	\$3,287,666	*

Table 6: Ability to Sell and Deliver Service

Describe your company's capability to meet the needs of Sourcwell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *

26	Sales force.	Bobcat Company's Government Accounts Team consists of 15 sales and support professionals, coupled with a corporate field sales and support staff of 60, over 3,500 dealer sales specialists serving North America, whom all interface with government customers and the 1,400+ independent Bobcat Product Dealer locations to provide a world class customer experience. As stewards of the company, our mutual government customer, and the continued growth of cooperative contract purchasing our sales force champions the government sales process throughout their respective areas of responsibility or territories. Teach, Train, Mentor and Develop continues to be Bobcat Company's focus for a successful government sales business model. Well versed in government sales our sales force, coupled with our world class dealers stand ready to serve the government customers through the use of contracts to further the efficiencies of public procurement. (Please see the attached Sales Regions and Dealer Location List.)	*
27	Dealer network or other distribution methods.	Bobcat Company has the most extensive compact equipment dealer/distribution network in the world. Some 1,400 independent Bobcat® Product Dealers and 3,500 dealer sales specialists throughout North America that back each and every piece of Bobcat equipment, serving thousands of customers, with local sales, service, parts, lease and rental. Bobcat Product Dealers are known for their dedication to providing world class sales and customer service to ensure long lasting relationships, and providing reliable equipment performance. Our dealer/distribution network will continue to grow in size as we focus on our organizational long range plan that strongly focuses on expansion of our product offering (organic and through acquisition) and expansion of our world class Bobcat® Dealer/Distribution channels.	*
28	Service force.	Bobcat Company's Corporate Field Service Staff of 33 service representatives and 19 internal company customer service/parts/troubleshooting representatives alongside the 1,400+ independently owned and authorized Bobcat® Product dealer locations in North America, which are responsible for the sales, delivery, warranty, parts and service throughout each assigned area of responsibility. Our world class dealers have the capability and tools in order to troubleshoot, diagnose, and service the customer quickly and efficiently to increase operational up time. Often times our service force will identify additional sales opportunities in addition to providing world class service. (See attached Service Regions and Dealer Location List)	*
29	Describe the ordering process. If orders will be handled by distributors, dealers or others, explain the respective roles of the Proposer and others.	<ul style="list-style-type: none"> - Quote preparation will be completed by the Bobcat® Government Accounts Department or Bobcat® Dealer Sales Representative - Quote presented will include ordering instructions to submit to the Bobcat® Government Accounts Department or respective Bobcat® Dealer - All orders will be sent to and handled/processed through the corporate Bobcat Government Accounts Department to validate pricing, order control and visibility with the factories, and proper recording for audit purposes and sales report accountability. - Order is entered into our ERP System - Dealer is notified of order and any special requirements and install instructions - Machine is built, inspected, and shipped from the Bobcat Factory to the respective delivering Bobcat Dealer - Bobcat® Dealer will complete the pre-delivery inspection, install ordered parts/accessories and attachments and complete final delivery to government customer and complete initial operator/safety/maintenance training. - Bobcat® Dealer will submit a signed delivery report notifying Bobcat Company of delivery and acceptance. - Bobcat Company or Bobcat® Dealer invoices customer. - Sales recorded on retail activity report for fee calculation and issuance to Sourcewell. <p>Sales records retained per terms and conditions or corporate policy, whichever is longer.</p>	*
30	Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	Bobcat Company desires to create a world class customer experience. Customer service issues are addressed at several levels; authorized dealer level, territory service manager, territory sales manager, corporate dealer call center and are handled diligently and in a timely manner. When appropriate, customer service issues are elevated to the account managers, regional directors, and director of government sales for resolution. It is our desire to provide world class customer service and a world class customer experience and to this end, we strive to provide resolution and/or direction for resolution within a 24 hour period or sooner.	*

31	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in the United States.	Bobcat Company's Government Accounts Team consists of 15 internal sales and support individuals, coupled with a corporate field sales and support staff of 60, and 3,500 dealer sales specialists serving North America, whom all interface with government customers and the 1,400+ independent Bobcat Product Dealer locations to provide a world class customer experience. As stewards of the company, our mutual government customer, and the continued growth of cooperative contract purchasing our sales force champions the government sales process throughout their respective areas of responsibility or territories. Teach, Train, Mentor and Develop continues to be Bobcat Company's focus for a successful government sales business model. Well versed in government sales our sales force, coupled with our world class dealers stand ready to serve the government customers through the use of contracts to further the efficiencies of public procurement. Bobcat Company will extend the use of the awarded Sourcewell contract to all members and non-members (to drive additional membership) to all sectors of the SLED (State, Local, and Education) market, non-profit, tribal government entities throughout North America. Furthermore, we will extend the utilization to federal customers to the extent they are allowed to utilize the Sourcewell Contracts.	*
32	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	We have made significant strides through our partnership with Sourcewell and the Canoe Procurement Group in the past couple of years! We remain excited about the continued expansion into Canada with our Sourcewell Contracts and strategic partnership with the Canoe Procurement Group. Bobcat Company's Government Accounts Team consists of 15 internal sales and support individuals, coupled with a corporate field sales and support staff of 60, and 3,500 dealer sales specialists serving North America, whom all interface with government customers and the 1,400+ independent Bobcat Product Dealer locations to provide a world class customer experience. As stewards of the company, our mutual government customer, and the continued growth of cooperative contract purchasing our sales force champions the government sales process throughout their respective areas of responsibility or territories. Teach, Train, Mentor and Develop continues to be Bobcat Company's focus for a successful government sales business model. Well versed in government sales our sales force, coupled with our world class dealers stand ready to serve the government customers through the use of contracts to further the efficiencies of public procurement. Bobcat Company will extend the use of the awarded Sourcewell contract to all members and non-members (to drive additional membership) to all sectors of the SLED (State, Local, and Education) market, non-profit, tribal government entities throughout North America. Furthermore, we will extend the utilization to federal customers to the extent they are allowed to utilize the Sourcewell Contracts.	*
33	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed contract.	Bobcat Company will extend the use of the awarded Sourcewell contract to all members and non-members (to drive additional membership) to all sectors of the SLED (State, Local, and Education) market, non-profit, tribal government entities throughout North America. Furthermore, we will extend the utilization to federal customers to the extent they are allowed to utilize the Sourcewell Contracts. Additional charges will be the responsibility of the ordering entity to include but is not limited to the costs associated with using freight forwarders, air freight, OCONUS (Outside the Continental United States) trucking, fair transport, end destination charges and insurance etc. These charges will be added to account for the additional shipping charges either door to door and/or door to port depending on the customer's needs. Bobcat Company and its authorized Bobcat® Product Dealers and Distributors will work closely with the customer to ensure of the most economic methods used to satisfy the end government customer.	*
34	Identify any Sourcewell participating entity sectors (i.e., government, education, not-for-profit) that you will NOT be fully serving through the proposed contract. Explain in detail. For example, does your company have only a regional presence, or do other cooperative purchasing contracts limit your ability to promote another contract?	Bobcat Company will extend the use of the awarded Sourcewell contract to all members and non-members (to drive additional membership) to all sectors of the SLED (State, Local, and Education) market, non-profit, tribal government entities throughout North America. Furthermore, we will extend the utilization to federal customers to the extent they are allowed to utilize the Sourcewell Contracts.	*
35	Define any specific contract requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	Bobcat Company will serve all Sourcewell members and market segments throughout North America to include Alaska, Hawaii, and all US Territories. Additional charges will be the responsibility of the ordering entity to include but is not limited to the costs associated with using freight forwarders, air freight, OCONUS (Outside the Continental United States) trucking, fair transport, end destination charges and insurance etc. These charges will be added to account for the additional shipping charges either door to door and/or door to port depending on the customer's needs. Bobcat Company and its authorized Bobcat® Product Dealers and Distributors will work closely with the customer to ensure of the most economic methods used to satisfy the end government customer.	*

Table 7: Marketing Plan

Line Item	Question	Response *
36	Describe your marketing strategy for promoting this contract opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	<p>Bobcat Company intends to market the contract through several mediums throughout North America. The following illustrates a snap shot of our marketing strategy:</p> <ul style="list-style-type: none"> a) Primarily through information dissemination to internal, field staff, and dealer network on the value proposition of Sourcewell and cooperative purchasing, trainings, and promotions to all strategic SLED markets directly for government buyer visibility. b) Committed marketing staff and budget for national marketing material creation and national promotional strategies using the Bobcat® Branding guidelines alongside the Sourcewell brand. c) Marketing material and literature that is current/up to date with current product and promotional offerings to include Sourcewell logos and contract numbers. (See attached samples) d) Marketing Tactics; Print Media, Digital Media, Online Display Ads, E-Blasts, E-newsletter, and social media (see attached samples) e) Maintain a strong Bobcat presence at virtual and in-person tradeshows and association events such as NRPA, Park and Recreation Summit, APWA PWX, NaCO, NRECA, NY Gov Buy, NIGP, National League of Cities, CAPPO, FAPPO, NCPP, Canoe Procurement Group, Canadian Provincial Trade Associations, CPPC, and Sourcewell H2O etc. f) Bobcat Dealer Net for dealers to access government sales tools such as the Sourcewell Contract explanation of benefits, product offering, and who to contact with quoting or ordering questions. (see attached samples). g) Training Plan: Field Staff, Dealers and Distributors, Bobcat® Bootcamp for new dealer sales representatives, Bobcat® District, Regional, and National Dealer Meetings, Bobcat® Field Sales and Marketing Meeting, RPM Attachment Schools and training. h) Speaking engagements and Demonstrations: (most recent NCPP, Park & Recreation Summit, NRECA, Canada Room 2 Grow, CAPPO and APWA PWX) i) Thought Leadership Articles for publications and social media. j) Continued Bobcat® Dealer Network Expansion and Product Offering Expansion k) Utilization of Brand Ambassadors (see https://www.bobcat.com/company-info/news-media/press-releases) <p>Visit: www.bobcat.com/government and https://www.bobcat.com/secure/forms/contact-government-sales</p>
37	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	<p>Bobcat Company, its marketing staff, government sales staff, dealers and individual contributors will continue to incorporate social media to include LinkedIn, Facebook, Instagram, TikTok, Snapchat, and Twitter into the overall marketing strategy to enhance the Bobcat® brand presence, market awareness, and announce effective sales tools or programs for our customers to purchase quickly, efficiently, and at a great value. Furthermore, in the aforementioned contract marketing strategy section we will utilize Digital Media, Online Display Ads, E- Blasts, E-newsletters and other digital advances to deliver our message alongside that of Sourcewell and its members. (See attached samples)</p>

38	In your view, what is Sourcewell's role in promoting contracts arising out of this RFP? How will you integrate a Sourcewell-awarded contract into your sales process?	<p>Bobcat Company's expectation would be that Sourcewell will continue to promote the contract vendors and continue to provide avenues of approach for Bobcat Company's products to easily be procured where Sourcewell is widely accepted and into areas of new opportunity. Furthermore, we'd expect Sourcewell to continue its efforts to solve or break down the barriers to entry with procurement and the use of cooperative purchasing contracts. Finally, we'd expect Sourcewell to continue to train, mentor, and develop its members and contract vendors to further strengthen the relationships between industry, government customers, and cooperative purchasing. Finally, it is expected that Sourcewell will place a priority focus on additional state adoptions of the Medium Duty and Compact Construction Equipment Contracts since some of our competitors sell similar products on the Heavy Construction Contract. This provides a significant disadvantage in areas of adoption at the state level which ultimately impacts our contract penetration and utilization at all levels of the SLED government.</p> <p>If awarded a new contract Bobcat Company would sustain and advance the initiatives of incorporating the Sourcewell contract into its corporate and dealer trainings to create the needed mind share for our world class sales force and world class dealers to think first of Sourcewell and the power of the contract selling. Sourcewell continues to be our strongest government sales tool. Proof of our success is in our past performance. A once stumbling contract in our portfolio, our current Sourcewell contract has now blossomed into a \$50+ million contract annually and growing. Notably, Sourcewell has become our strongest and most powerful contract to solve public procurements toughest challenges. Additionally, we continue the promotion of Sourcewell in our marketing materials, trade show signage, display ads, dealer communications and E-Newsletters. (See attached samples)</p> <p>Throughout the pandemic and throughout the subsequent second and third orders of effects of the pandemic we maintained a very high training tempo with our Bobcat® field staff and dealers through virtual events and in person as allowed to continue the messaging consistent with our contract strategy. Some of the most notable: Canadian Dealers (all provinces) Summits alongside Canoe and Sourcewell, Washington State, New York, Mississippi, Nebraska, South Dakota, California, Texas, Georgia, Utah, Wisconsin, Iowa, Indiana, Michigan, Minnesota, Ohio, Pennsylvania, Tennessee, Florida, Bobcat® Boot Camp for new sales representatives, Bobcat® RPM (Regional Product Training) Meetings, 2020, 2021, 2022 Bobcat Field Marketing Meetings, 2020 ConExpo, and the 2021 Bobcat® Dealer Meeting. It is our intent to continue these training initiatives, expanding the depth and breadth of the training by adding additional value through our partnerships with Sourcewell, NCPP, Canoe, NCL, and Deltek throughout the term(s) of our Sourcewell contract(s).</p>
39	Are your products or services available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.	<p>Currently, Bobcat Company does sell some attachments, parts, and simple commercial use products through an e-procurement platform. Bobcat® products are not available through e-procurement for SLED and FED customers at current contract discounts or prices due to the complexity of the transactions. It is our hope that future technology and system advancement within the Bobcat® organization will lead us in the development of our government customers being able to easy order through an e-procurement method.</p>

Table 8: Value-Added Attributes

Line Item	Question	Response *
40	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	<p>In September 2019, Bobcat Company opened an all new and innovative training center in Aurora, CO. This new facility is being utilized to address the needs of Bobcat Company, its dealers, and customers for additional training capacity to host the most dynamic product and service training in the industry today.</p> <p>The Bobcat Training Center includes technical training rooms, hands-on shop space, a large classroom style auditorium, as well as a full warehouse area for equipment storage and showroom space.</p> <p>Bobcat Company and its dealers provide initial standard operator and maintenance training during the walk around of the equipment upon delivery and receipt of new equipment, to provide the best value in the customers experience.</p> <p>Additionally, we offer "Train the Trainer" type modules on CD that are available for our customers. These modules extensively cover the operations, safety, and maintenance of our equipment.</p> <p>Finally, for larger audiences, we have a corporate training staff that stands ready to provide optional specialized, in-depth, and interactive training for a minimal cost (travel and materials).</p>
41	Describe any technological advances that your proposed products or services offer.	<p>At Bobcat Company, innovation is at our core and we continue to change the game.</p> <p>With Bobcat Machine IQ wireless communications and the Bobcat Owner Portal, you can confidently monitor and manage your fleet from anywhere, getting critical information to</p>

troubleshoot issues, schedule service or improve security.

Bobcat Machine IQ, Bobcat Company's telematics service, delivers vital information about select Bobcat equipment to the equipment owner's Bobcat Owner Portal. The information is organized to help owners make decisions to increase equipment security, protect against unauthorized usage or theft, stay on top of proactive equipment maintenance, monitor operator efficiency, and better understand ownership costs associated with running Bobcat equipment. The system wirelessly transmits Machine IQ data to the owner's authorized Bobcat dealer. If a machine registers a critical code, the dealer will know and can contact the owner. This can help minimize downtime and save money.

Bobcat Owner Portal is a personalized website accessed via any internet-connected computer, phone or tablet. The platform collects machine information in real time as it reports to the owner. Owners can control which alerts they receive to proactively manage their equipment.

With Bobcat® MaxControl, you can take your machine to the next level of operation with a collection of new technologies. Operate your machine from outside the cab. Set up geofences around objects on the jobsite you want to avoid during operation. Plot points on a digital worksite as a path for your machine to follow during semi-autonomous operation.

Bobcat Operator Vision Technology:

This heads-up display puts crucial information and machine data in the operator's direct line of sight. The display is located on the cab's front window for improved operation.

Bobcat Features On Demand:

Bobcat Features On Demand technology gives equipment owners the flexibility to enable additional features to properly equip machines after purchase. This technology gives owners the freedom to customize a machine to the exact features needed at any time.

Depth Check System:

The Bobcat depth check system accurately measures depth and grade without the operator needing to exit the machine. The system helps prevent under-digging and over-digging, to reduce costs and increase efficiency. The system detects the exact position of the bucket's teeth, allowing operators to set a desired digging depth and work against that benchmark. Audible alerts indicate whether the operator is approaching the target, at the target or beyond the target.

Precision Grading Technologies:

Bobcat automatic grading solutions deliver more accurate grading results with less time and less labor – and can save on expensive finishes such as concrete. Laser-guided systems and sonic/slope systems offer accuracies better than +/- 1/4". The 3D-ready system uses GPS technology or UTS to accurately and efficiently complete complex designs with accuracy of 3 – 5 mm.

Touch Display:

The most advanced in-cab display for compact equipment provides detailed machine information and unprecedented device connectivity. Operators can easily view and toggle through machine performance information on the wide, easy-to-use touchscreen, which supports seven languages. It's waterproof and hardened to reduce scratching.

Rear Camera:

An optional rear camera is available on select Bobcat® models. It offers a rearview from the operator's seat helping identify obstacles and providing an additional viewpoint for certain applications. For machines with the touch display, it is integrated with the rearview camera, automatically switching the display to a camera view when moving in reverse.

Comfort Features:

Bobcat equipment is known for premium comfort features that help operators stay productive and focused on long days. Available features include enclosed, sealed, pressurized cabs with sound dampening features; automatic heating and air conditioning; clear visibility with more glass surface area; maximum legroom and headroom; adjustable, air-ride heated seats; easy-to-use, ergonomic controls and joysticks, radios with auxiliary audio input jacks; cupholders, storage and floor mats.

Zero Emissions: Bobcat® T7x All Electric Compact Track Loader (World's 1st) and Electric Excavators E10e-E19e - E32e

Battery electric solutions are ideal for food manufacturing or preparation facilities, indoor demolition and other work where having a diesel-powered machine is not desirable. It's the best combination of high performance, low noise and improved operating comfort.

Bobcat® zero-turn mowers - Launched in 2020 AirFX Deck:

The AirFX deck offers a deeper profile for improved vacuum lift and newly engineered, bolt-on, replaceable Air-Gap baffles for more efficient airflow and enhanced serviceability. All of this along with innovative bullnose design allows grass to stand-up before it reaches the mower blades so you can cut them down to size.

Easy to Maintain:

A rotating bumper gives fast access to internal components making tune-ups more efficient and comes with the additional hitch system.

Built To Last:

Larger, robust, ultra-stable, dual-tubed frame provides increased durability for traversing even the toughest of turfs.

Precision In Every Detail:

An innovative, tool-free control design offers smooth, dampened controls with tool-free, adjustable tracking.

Bobcat Tractors**Standard Four-Wheel Drive:**

Every tractor model offers four-wheel drive that you can easily engage when you need extra traction for tough work. Additional features to help you quickly maneuver with confidence around the property include high ground speeds, a tight turning radius (as little as 8 feet depending on the model) and high ground clearance for working on uneven terrain.

Attachments and Implements:

The three-point hitch and rear power take-off (PTO) are standard on every Bobcat compact tractor, transforming your tractor into a versatile, do-it-all machine. Connect Category 1 or Limited Category 1 implements and get busy doing more projects, including mowing, tilling, raking, grading, moving snow and more.

Bobcat Utility Vehicles Heavy Duty Clutch:

Take on your most difficult tasks on the toughest terrain with great performance for towing, stability for hauling, and comfort for your passengers. Stronger belt engagement minimizes slippage and extends service intervals.

Tough Chassis and Suspension:

Strength comes standard on both the UV34 and UV34XL, with a rigid chassis that greatly improves ground clearance and road capability while allowing more range of motion in the suspension for superior ride quality.

Increased Tow Rating:

Hitch and haul up to 2,500 pounds with confidence. The tow rating on Bobcat UTVs has increased by 25%, and the trailer hitch tongue weight rating is 250 pounds, giving you a powerful option for pulling heavy trailers and other equipment for the job.

Fast and Easy Maintenance:

Bobcat utility vehicles are designed to make it faster and more convenient to maintain your machine so you can stay on the go. Fewer grease points and easier access to coolant and air, oil and fuel filters help reduce time spent servicing your machine.

New Cab System:

Conveniently customize or upgrade the new optional enclosed cab with a wide range of configurations. Installation and removal of accessories, doors, windows and heater are quick and simple. Improved cab sealing reduces dust and noise levels.

Bobcat® Toolcat UW56 Utility Work Machine:

Your work requires power and precision. With the Toolcat 5600, you get the perfect balance of both. The power to operate 40+ attachments can only be matched with the unparalleled maneuverability of all-wheel steering. Add the ability to haul up to 2,000 lb. of payload and tow up to 4,000 lb., and it's easy to see how the Toolcat 5600 will quickly become the most-used machine in your fleet.

Bobcat® Toolcat UW53 Utility Work Machine:

With the ability to operate 40+ attachments in the front and Category 1 implements in the back, it truly changes the way you work. And with standard all-wheel steering and traction control, it's also incredibly maneuverable and responsive. Add the optional 3 pt. hitch, power take-off (PTO), and high and variable flow hydraulics, and you'll experience truly unmatched versatility.

Bobcat® Small Articulated Loaders Launched in 2020 Heavy Lifting Capacity – Small Articulated Loaders:

Get heavy lifting capacity in a small package. Bobcat® small articulated loaders are made for big productivity in small spaces and on sensitive surfaces. They are designed to lift more, work faster and maximize ability wherever the work takes you. The standard integrated counterweight provides optimal lift capacity and extra protection for the machine's composite covers and cooling package.

Optional add-on rear counterweights further increase lift capacity and productivity. The counterweights follow the contours of the loader to maintain ground clearance and appearance.

Minimal Ground Disturbance and Tight Turning Radius:

Small articulated loaders feature an articulation joint for tight turning and a light overall footprint to minimize a tight-turning articulated steering and light overall footprint to minimize cuts or tears in the turf when turning or hauling a load. An articulation joint enables the rear tires to match the path of the front tires when turning, for a highly nimble machine that navigates around obstacles and works well in tight areas.

Telescopic Lift Arm:

A telescoping lift arm on select models extends your lifting height and keeps the load level as you handle materials up high.

Efficient Cooling:

With their efficient cooling systems, Bobcat® small articulated loaders offer leading performance for improved operation and component protection.

Side and front inlets bring cool air into the engine compartment and send it through the screened rear exit. The rear radiator screen is removable for easy cleanout, and its corrugated steel construction provides excellent durability. A separate temperature-controlled hydraulic oil cooler operates as needed to ensure quieter operation as well.

High Tractive Effort:

Based on operating conditions, Bobcat® small articulated loaders automatically enable one of two traction modes – High-Traction mode for control over rough and slippery terrain or Turf-Safe mode for the least possible ground disturbance. The optional traction assist switch enables you to momentarily override the automatic modes to travel through adverse conditions.

Bobcat MT100 (Mini-Track Loader) - *Launched in 2020

Bobcat mini track loader lineup delivers an improved 1,000 lb. rated operating capacity and increased breakout force to accomplish more than ever. It fits through gates and into backyards, easily maneuvering in tight work areas to replace hand tools and take productivity to the next level. In addition, the rollers are sealed so there's no need for daily roller maintenance and downtime during projects.

Attachment Versatility:

With the Common Industry Interface, you can quickly connect attachments – including buckets, pallet forks, augers, trenchers, stump grinders and sweepers – to make quick work of multiple jobs that used to take much longer by hand.

Safety Features:

Built-in safety features help operators stay safe and productive. Features include an attachment shutdown system, lift arm lockout system, parking brake and neutral start interlocks.

Ride-On/Walk-Behind Convenience:

An integrated ride-on platform on the Bobcat MT100 mini track loader is more comfortable for operators working or traveling on a jobsite.

Ride Comfort:

Optimized roller spacing on the MT100's track system improves ride quality. Choose from two track sizes for your preferred combination of performance and comfort.

Minimal Ground Disturbance:

The high-flotation tracks move across wet and muddy ground conditions, reduce ground pressure and minimize damage to lawns and other established surfaces. Choose non-marking tracks to prevent marks on driveways and sidewalks.

Improved Serviceability:

Bobcat mini track loaders offer tool-free access for regular maintenance. Just open the hood to quickly check coolant, fuel, oil and hydraulic fluid levels. In addition, the rollers are sealed so there's no need for daily roller maintenance.

Simple Operation:

Choose one-hand drive operation (MT55) or ISO joystick controls (MT100) to make it simple to operate and maneuver the mini track loader. Either is a great match for less experienced equipment operators, renters, and seasonal help.

<p>42</p>	<p>Describe any "green" initiatives that relate to your company or to your products or services, and include a list of the certifying agency for each.</p>	<p>Bobcat Company adheres to the Occupational Health & Safety Management, Environmental Management System – ISO 14001 and OHSAS 18001 and transitioning to the 45001:2018 standard to control environmental risk associated with the manufacture of compact industrial, construction and agricultural equipment, and attachments at the Bobcat facilities. (See attached Certifications and Corporate Sustainability Report).</p> <p>Climate Change & Energy: We strive to respond to climate change issues by promoting responsible use of energy throughout our business value chain and maintain efforts in improving environmental protection and awareness at all our facilities. These efforts include conserving energy, improving energy efficiency, and giving preference to renewable over non-renewable energy when feasible. We practice conserving natural resources by increasing the materials we recycle, adopting conservation measures, and strengthening pollution prevention. Our facilities are becoming more environmentally friendly through LED lighting installation, LEED, and in line with the expansion plans will continue our efforts to reduce environmental footprint by installing LED lighting at all sites, upgrading paint lines, converting to natural gas from LPG and improving overall efficiency.</p> <p>Furthermore, Doosan Bobcat North American Headquarters located in West Fargo, ND and the Acceleration Center, located in Bismarck, ND have achieved the LEED Certification. The Bobcat Acceleration Center is one of only a handful of test lab facilities of its kind to receive and achieve LEED Certification, a widely used green building rating system and is a globally recognized symbol of sustainability achievement.</p> <p>Water & Waste Management: Throughout Doosan Bobcat North America, our water performance is systemically tracked and monitored, we are taking steps to primarily cut water withdrawal and reduce water consumption intensity. Ex. Our facilities follow the storm water permit process approves how storm water is dispersed. Further, we ensure all wastewater generated from production processes go through a physical, chemical, and biological treatment process at the wastewater treatment facility prior to discharged back to the local municipality. Waste Management, our approach is to prevent waste by using less material, recycling (metals, oils, wood, paper, plastics, and glass), finding fewer toxic substitutes, and/or by making equipment or process changes. Since 2006, the Gwinner facility has been registered as a Very Small Quantity Generator (VSQG) of hazardous waste.</p> <p>In 2020, Bobcat Company launched the world's first All Electric Compact Track Loader (eT76 now T7x) and Compact Excavators (E10e electric, the world's first 1Ton Electric Mini-Excavator, E19e, and E32e) initiatives at ConExpo in Las Vegas, NV. Today, we maintain a high priority focus on zero-emission, climate change, environmental, community impact, social, and sustainability initiatives as a part of our Corporate ESG (Environmental, Social, and Governance) long range plan.</p> <p>Doosan Portable Power adheres to the Occupational Health & Safety Management, Environmental Management System – ISO 1400:2015 to control environmental risk associated with the manufacture of portable power equipment.</p> <p>The environmental attribute of our Generators is one of our key selling features. We were the industry leaders in becoming completely Tier 4 Final and incorporating this into all sizes of our generators. This reduces emissions and decreases fuel consumption. Our Generators are some of the quietest on the market, eliminating much of the noise pollution that traditionally accompanies construction equipment. We also provide 110% fluid containment as a standard practice in all our generators. If any fuel or oil leaks in the machines, it is kept in the containment basin and not allowed to reach the ground.</p>
<p>43</p>	<p>Identify any third-party issued eco-labels, ratings or certifications that your company has received for the equipment or products included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.</p>	<p>All products offered will be compliant with the EPA (Environmental Protection Agency) Tier 4 requirements and CARB (California Air Resource Board).</p>
<p>44</p>	<p>Describe any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation of certification (as applicable) in the document upload section of your response.</p>	<p>When appropriate Bobcat Company utilizes strategic partnerships for sourcing, services, and sales in order to meet Supplier Diversity Plans, Small Business Subcontracting Plans, and key Socio-Economic/Small Business procurement objectives. Our organization does have an annual Small Business Contracting Plan and have goals to meet utilizing strategic partnerships for sourcing and sales in order to meet Supplier Diversity Plans.</p> <p>Bobcat Company has several independently owned dealers/enterprises that are Women Owned or Minority Owned Business Entity, or Veteran Owned. Examples: Women Owned entities; Viking Equipment, Bobcat of Chattanooga, Bobcat of Knoxville. Veteran Owned Entities; Upstate Equipment, Bobcat of Buffalo, Bobcat of Buffalo South, Bobcat of Syracuse, Bobcat of the Twin Tiers.</p>

<p>45</p>	<p>What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?</p>	<p>At Bobcat Company, our vision, mission, and values align with providing world class compact equipment, serviced by world class dealer networks, built by world class employees, to service the world's finest customers. With our expert internal and field staff, our nearly 1,400+ dealer locations in North America, our through-put and output of solution-oriented sales growth, rental, leasing, parts, and service efficiencies will ensure our continued market leadership. Our continued innovation and our quality put our products ahead of the competition and with our world-renowned brand, Bobcat® customers know they've invested in the best.</p> <p>Bobcat is a global brand with employees and manufacturing facilities worldwide. We are proud of what we create, the value we provide and the relationships we build – all while helping people succeed and do more. Customers use our machines and technologies to accomplish more in construction, agriculture, landscaping, rental, grounds maintenance, utilities, and other applications. Both the people behind our brand and the equipment we manufacture are tough, agile, and versatile. Bobcat equipment fosters a sense of pride and inspires confidence on even the most challenging job sites.</p> <p>We lead the industry through Brand Excellence, Innovation Leadership, Powered by People, and Community Partnership.</p>
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Table 9: Warranty

Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may upload representative samples of your warranty materials (if applicable) in the document upload section of your response in addition to responding to the questions below.

Line Item	Question	Response *
46	Do your warranties cover all products, parts, and labor?	Warranties will cover all products, parts, and labor within the specified warranty period. Optional Protection Plus extended warranties are also available for increased protection and peace of mind. (See Attached Warranty Statements)
47	Do your warranties impose usage restrictions or other limitations that adversely affect coverage?	Customary to the manufacturing industry, usage limitations such as; length of time or number of months (i.e. 12 or 24 months) and/or the number of hours (i.e. 2000 hours). Protection Plus an optional Manufacturer's Warranty would also follow the aforementioned number of months/hours methodology. Other limitations or circumstances that would restrict or otherwise create warranty limitations are; abuse, unauthorized alterations; damage; environmental conditions, inadequate maintenance, adjustments, normal wear/tear, consumable items, unauthorized repairs, rentals/loaner units, diagnostic time, freight charges, project/job loss, and clean up time.
48	Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?	Travel time for technicians will not be covered to perform warranty repair.
49	Are there any geographic regions of the United States or Canada (as applicable) for which you cannot provide a certified technician to perform warranty repairs? How will Sourcewell participating entities in these regions be provided service for warranty repair?	Bobcat Company has over 1,400+ independently owned and authorized dealers throughout North America. There are multiple dealers or enterprise locations within each state/province that will stand ready to perform service and warranty work to best serve the government customers. Any remote locations that provide a challenging warranty or service situation, Bobcat Company will work with the nearest dealer enterprise to customize solutions that will meet and/or exceed the customers' expectations
50	Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?	Warranty service for any items made by other manufacturers or not manufactured by Bobcat Company will be passed on to the original equipment manufacturer. Note: all products currently offered in response to this RFP will be covered by the warranty of Bobcat Company.
51	What are your proposed exchange and return programs and policies?	<p>Exchange and returns rarely occur, however in the event that the situation(s) should arise, Bobcat Company will work with the customer on a case-by-case basis. It is Bobcat Company's intent to create a world class customer experience and will work diligently with the customer(s) and dealer(s) to quickly provide resolution and minimize any disruption in the customer(s) operations.</p> <p>Bobcat Company is a build to order manufacturer and In the event that a unit is shipped and delivered to an ordering entity and it is discovered that the unit does not meet the customer's intent and the unit was quoted and ordered per the ordering entity requested specification or request for quote and a formal purchase order or signed quote was initiated, built and shipped, Bobcat Company may request up to a 30% restocking fee to cover the additional transportation and costs associated with moving/reselling the unit ordered by the government customer/entity.</p>
52	Describe any service contract options for the items included in your proposal.	Customized service plans/contracts are available and will be only offered by the Bobcat® independently owned and authorized dealers. Customized service plans/contracts may include (*not an all-inclusive list) preventative maintenance plans, service interval plans, high utilization plans, or plans designed to meet unique customer needs. If so, chosen by the customer, service plans/contracts through the Bobcat® authorized locations can be quoted and ordered in conjunction with contract items

Table 10: Payment Terms and Financing Options

Line Item	Question	Response *
53	Describe your payment terms and accepted payment methods.	Net 30. No prompt payment discounts are currently offered. Acceptable payment methods are check, ACH, EFT, and credit card. In the event of delinquent customer payments, Bobcat Company reserves the right to charge the customer interest on the delinquent invoices up to but not to exceed 10%.
54	Describe any leasing or financing options available for use by educational or governmental entities.	Bobcat Company does provide competitive leasing, tax free municipal leasing and other financing options for various terms, which are available through the corporate headquarters, authorized dealer locations, or other third-party financing organizations such as; Wells Fargo, PNC, Synchrony, and NCL Government Capital.
55	Describe any standard transaction documents that you propose to use in connection with an awarded contract (order forms, terms and conditions, service level agreements, etc.). Upload a sample of each (as applicable) in the document upload section of your response.	Our standard transaction documents include quote templates with itemized costs to include the equipment, factory installed options, attachments, dealer installed parts, freight, Dealer PDI, Dealer Assembly charges, and any other associated costs with the transaction. Quote date, time, quote number, Agency Name, Point of Contact information, delivering dealer, and ordering instructions will be displayed at the top of the quote. Sourcewell Contract numbers will be clearly displayed within the footer of the quote. (see US and Canada Samples) Invoices will reflect the itemized quote making it easy for the customer to cross reference. (see attached sample invoice)
56	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell participating entities for using this process?	Bobcat Company and its dealers will accept government purchase cards to satisfy payment requirements. Although it is not common practice currently, Bobcat Company and its dealers reserve the right to charge the applicable credit card fee that is appropriate and coincides with the amount of purchase.

Table 11: Pricing and Delivery

Provide detailed pricing information in the questions that follow below. Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract as described in the RFP, the template Contract, and the Sourcewell Price and Product Change Request Form.

Line Item	Question	Response *
57	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	The Bobcat Company pricing model will be ceiling based beginning with a specified percentage discount off manufacturers suggested list price by product or product category. (See Bobcat Company Price Pages attached) (Canadian pricing can be calculated by adding the current exchange rate and any applicable tax).
58	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	Ceiling based discounts will begin at 16% off manufacturers suggested list price and may range up to 34% off manufacturers suggested list price depending on product model or product line and is dependent on corporate dealer programs, overstocked inventory, manufacturing capability, market share, and competitive benchmarking. Throughout the term of the contract, Bobcat Company may offer additional discount incentives pertinent to manufacturing pressure, discount programs, overstocked inventory, and market share opportunities. (See attached Bobcat Company Price Pages).
59	Describe any quantity or volume discounts or rebate programs that you offer.	Quantity or volume discounts are available. Ex. Purchase order transactions that contain multiple units of a product category or product model with factory installed options and attachments of quantities of 5 or more may receive a more favorable discount consideration beginning with 1% additional discount and/or freight cost reductions if available through corporate programs. Throughout the term of the contract, Bobcat Company may offer additional discount incentives pertinent to manufacturing pressures, discount programs, and market share opportunities

60	Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "nonstandard options". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request.	Bobcat Company will allow for "sourced" goods/products or related services or "open market" items or "nonstandard options" to be itemized and offered on Sourcewell member quotes and orders. Such items may be offered at the dealer price plus 24%.	*
61	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	Additional total cost of acquisition may include items such as manufacturer freight and destination charges, applicable state and local sales tax, dealer assembly/installation charges, set up, pre-delivery inspections, document fees, finance fees, insurance costs, environmental disposal costs, material surcharges, fuel surcharges, fuel tank fill, transfer costs, freight forwarding costs, air freight costs, dealer final destination charges, training, service plans/contracts, warranty escrow, extended warranty or Protection Plus. Pre-delivery Inspection and Installation Costs are associated with the local independently owned and authorized Bobcat® dealership shop and labor rates.	*
62	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	Freight costs and/or destination charges (varies by product type, size and weight) from the factory to customer delivery address will be itemized on the quote and paid by the customer, unless otherwise agreed. Depending upon product mix being delivered and end customer delivery address, there may be a combination of freight, destination charges, fuel surcharges, and dealer delivery charges. Units will be shipped from the factory to the nearest assigned dealer for pre-delivery inspection and parts/accessory installation unless unforeseen circumstances warrant a change to this procedure. The dealer will be responsible for making contact with the end customer to arrange final delivery within the appropriate delivery times determined by the customer.	*
63	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	In situations where delivery is to be made to Alaska, Hawaii, remote parts of Canada, or any offshore delivery the customer will be responsible for the additional freight, air freight, sling load, barge, ferry, 3rd party freight forwarding charges, and any required insurance needed while in transit. Additional charges will be reviewed by the customer prior to order, and it is customary for Bobcat Company to work with the customer throughout the sales/delivery process meeting the desired delivery method specified by the customer.	*
64	Describe any unique distribution and/or delivery methods or options offered in your proposal.	Other than the aforementioned methods of delivery, if a unique delivery situation were to arise Bobcat Company will work closely with the customer to provide the most efficient and cost-effective methods.	*

Table 12: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments
65	d. other than what the Proposer typically offers (please describe).	<p>Pricing offered in response to this Sourcwell RFP was created in a way to capture the mindshare of Bobcat Company Executives and authorized Bobcat® independently owned enterprise Dealer Principals, in order to create the necessary buy in needed to gain additional corporate and dealer network support and resources. While it may not currently be similar or better than some pricing offered to other GPOs, Cooperative procurement organizations, or state purchasing departments this is simply due to the timing of the new RFP and potential award. Lest we forget that we remain in unprecedented times with inflation, supply chain price volatility, freight cost uncertainty, labor shortages, labor cost increases, significant backlog in certain models and product categories, all leading to continued uneasiness of executives wanting long term contracts. However, because of the ceiling-based pricing, our discount structure offered will allow for best value, better flexibility, better volume discount considerations, hot list pricing, market conditions, manufacturing pressures, and positioned to provide more competitive discounts as needed to accommodate the current economic climate, budgets, and customer situations. All other contracts in our portfolio will be adjusted as the contract terms and conditions permit or will be removed from our contract portfolio. If awarded, Sourcwell will remain to be the go-to solution in our contract portfolio and as the current economic chapter closes, we will be better positioned for growth and competitive agility.</p>

Table 13: Audit and Administrative Fee

Line Item	Question	Response *
66	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to Sourcewell. Provide sufficient detail to support your ability to report quarterly sales to Sourcewell as described in the Contract template.	From inception of the contract, Sourcewell Contract specific price pages, dealer memorandum of instruction, and ordering instructions will be handled and distributed to the Bobcat® Dealers and Distributors by the Bobcat Company Government Sales Office. Pricing and discounts will be input into the Bobquote System, Customer Sales Experience quoting solution, and Contract Management System in order to comply with contract discounts and pricing for quoting consistency in accordance with the awarded contract. Pricing and discounts will be readily available for both inside sales support staff and dealers to quickly and easily access, expediting the sales process and order capture. All orders will be verified or processed by the Bobcat Government Sales Operations staff in order to maintain consistency and audit compliance. Sourcewell Contract quotes and sales orders will be documented on an internal retail report for easy access and filtering to efficiently provide sales data for auditing, quarterly reporting to Sourcewell and administrative fee remittance.
67	If you are awarded a contract, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the contract.	<ol style="list-style-type: none"> 1) Contract Quote and Sales/Retail data by product type 2) Contract Quote and Sales/Retail data by model and industry size class 3) AEM Market Share, UCC, and Industry Specific Data 4) Customer demographics: (ex. city, county, municipality, k-12, university, non-profit, state agency etc.) and location. 5) Sales Revenue Growth 6) Marketing Plan <ul style="list-style-type: none"> • Frequency and Timing • Media delivery schedule as it relates to budget cycles <p>Media Metrics – E-Blasts, E-newsletters, Online display ads, Print ads</p> <ul style="list-style-type: none"> • Impressions • Click Rates • Bounce Rates • Form Submissions
68	Identify a proposed administrative fee that you will pay to Sourcewell for facilitating, managing, and promoting the Sourcewell Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor's sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member's cost of goods. (See the RFP and template Contract for additional details.)	Bobcat Company proposes an administrative fee structure of no more than three quarters of one percent or 0.75%. The proposed discounts offered will allow Bobcat Company to offer additional incentives to Sourcewell members to better meet the customers constrained budgets and better meet the competitive situations in markets of opportunity. Since the Canadian sales are reported in CAD rather than US Dollar, I propose the Canadian sales be reported separately and the administration fee be paid based upon the average exchange rate (FX) for the given quarter as the payment to Sourcewell from Bobcat Company is in US dollars. Sale Example: \$100,000 CAD / 1.34 (current FX) = \$74,626.87 US. Administration fee payment: \$74,626.87 x .75% = \$559.70.

Table 14A: Depth and Breadth of Offered Equipment Products and Services

Line Item	Question	Response *
69	Provide a detailed description of the equipment, products, and services that you are offering in your proposal.	The Bobcat Company product lines fit within the scope of this Sourcwell RFP. Our breadth of products includes the following for Sales, Lease and Rental; Bobcat® Skid Steer Loaders, Bobcat® Electric Skid Steers, Bobcat® Compact Track Loaders, Bobcat® Electric Compact Track Loaders, Bobcat® Compact Excavators, Bobcat® Electric Excavators, Bobcat® Large Excavators, Bobcat® Telehandlers, Bobcat® Compact Wheel Loaders, Bobcat® Small Articulated Loaders, Bobcat® Mini-Track Loaders, Bobcat® Light Compaction Equipment, Bobcat® Utility Work Machines (Toolcat®), Bobcat® Compact and Utility Tractors, Bobcat® Utility Vehicles, Bobcat® Zero-Turn Mowers, Steiner® Tractors and Ryan® Turf Renovation Equipment and associated attachments, implements, accessories/parts, and associated warranty/extended warranty. We intend to add additional products to the Bobcat® Catalog and Branded offering as we develop this market through organic growth and acquisition to better serve Sourcwell and its members.
70	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	Other Value Added, Bobcat® power units that may fit both the scope of Grounds Maintenance, Material Handling, Power Generation, Portable Construction, Utility, and Medium Duty Construction equipment, Attachments, Implements, Parts, and associated warranty/extended warranties

Table 14B: Depth and Breadth of Offered Equipment Products and Services

Indicate below if the listed types or classes of equipment, products, and services are offered within your proposal. Provide additional comments in the text box provided, as necessary.

Line Item	Category or Type	Offered *	Comments
71	Wheeled, tracked, and backhoe loaders;	<input checked="" type="radio"/> Yes <input type="radio"/> No	Bobcat® Compact Track Loaders Bobcat® Compact Wheel Loaders Bobcat® Small Articulating Loaders visit: https://www.bobcat.com/na/en/equipment/loaders for more information
72	Skidsteers;	<input checked="" type="radio"/> Yes <input type="radio"/> No	Bobcat® Skid Steer Loaders ranging from the M-Series to the recently launched R-Series loaders. visit https://www.bobcat.com/na/en/equipment/loaders/skid-steer-loaders for more information.
73	Mini excavators;	<input checked="" type="radio"/> Yes <input type="radio"/> No	Bobcat® Compact or Mini-Excavators to include M-Series, R-Series and R2 Series Excavators. visit: https://www.bobcat.com/na/en/equipment/excavators/compact-excavators for more information
74	Telehandlers;	<input checked="" type="radio"/> Yes <input type="radio"/> No	Bobcat TL519, TL619, TL723, and TL923 visit: https://www.bobcat.com/na/en/equipment/telehandlers
75	Soil compaction and site preparation equipment	<input checked="" type="radio"/> Yes <input type="radio"/> No	All the aforementioned products or equipment fall into soil compaction and/or site preparation equipment. Other product portfolio attachments will be made available to Sourcwell members. visit: https://www.bobcat.com/na/en/attachments

Table 15: Exceptions to Terms, Conditions, or Specifications Form

Line Item 76. NOTICE: To identify any exception, or to request any modification, to the Sourcwell template Contract terms, conditions, or specifications, a Proposer must submit the exception or requested modification on the **Exceptions to Terms, Conditions, or Specifications Form** immediately below. The contract section, the specific text addressed by the exception or requested modification, and the proposed modification must be identified in detail. Proposer's exceptions and proposed modifications are subject to review and approval of Sourcwell and will not automatically be included in the contract.

Contract Section	Term, Condition, or Specification	Exception or Proposed Modification

Documents**Ensure your submission document(s) conforms to the following:**

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.
2. Documents should NOT have a security password, as Sourcwell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcwell.
3. Sourcwell may reject any response where any document(s) cannot be opened and viewed by Sourcwell.
4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as "Marketing Plan."
 - [Pricing](#) - Sourcwell RFP 020223 - Bobcat Price Pages - January 2023.xlsx - Thursday February 02, 2023 13:57:37
 - [Financial Strength and Stability](#) - Financials.zip - Thursday February 02, 2023 14:06:13
 - [Marketing Plan/Samples](#) - Marketing _ Product Information _ Sustainability Report.zip - Thursday February 02, 2023 14:07:17
 - [WMBE/MBE/SBE or Related Certificates](#) - Certifications.zip - Thursday February 02, 2023 14:12:50
 - [Warranty Information](#) - Warranty.zip - Thursday February 02, 2023 14:14:28
 - [Standard Transaction Document Samples](#) - Standard Transaction Documents.zip - Thursday February 02, 2023 14:17:14
 - [Upload Additional Document](#) - Dealer List_Territory Maps_State and Cooperative Contracts List.zip - Thursday February 02, 2023 14:24:49

Addenda, Terms and Conditions

PROPOSER AFFIDAVIT AND ASSURANCE OF COMPLIANCE

I certify that I am the authorized representative of the Proposer submitting the foregoing Proposal with the legal authority to bind the Proposer to this Affidavit and Assurance of Compliance:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.
2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for contract award.
3. The Proposer, including any person assisting with the creation of this Proposal, has arrived at this Proposal independently and the Proposal has been created without colluding with any other person, company, or parties that have or will submit a proposal under this solicitation; and the Proposal has in all respects been created fairly without any fraud or dishonesty. The Proposer has not directly or indirectly entered into any agreement or arrangement with any person or business in an effort to influence any part of this solicitation or operations of a resulting contract; and the Proposer has not taken any action in restraint of free trade or competitiveness in connection with this solicitation. Additionally, if Proposer has worked with a consultant on the Proposal, the consultant (an individual or a company) has not assisted any other entity that has submitted or will submit a proposal for this solicitation.
4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest exists when a vendor has an unfair competitive advantage or the vendor's objectivity in performing the contract is, or might be, impaired.
5. The contents of the Proposal have not been communicated by the Proposer or its employees or agents to any person not an employee or legally authorized agent of the Proposer and will not be communicated to any such persons prior to Due Date of this solicitation.
6. If awarded a contract, the Proposer will provide to Sourcewell Participating Entities the equipment, products, and services in accordance with the terms, conditions, and scope of a resulting contract.
7. The Proposer possesses, or will possess before delivering any equipment, products, or services, all applicable licenses or certifications necessary to deliver such equipment, products, or services under any resulting contract.
8. The Proposer agrees to deliver equipment, products, and services through valid contracts, purchase orders, or means that are acceptable to Sourcewell Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to Sourcewell Members under an awarded Contract.
9. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
10. The Proposer understands that Sourcewell will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statutes Section 13.591, subdivision 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals become public data. Minnesota Statutes Section 13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.
11. Proposer its employees, agents, and subcontractors are not:
 1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: <https://www.treasury.gov/ofac/downloads/sdnlist.pdf>;
 2. Included on the government-wide exclusions lists in the United States System for Award Management found at: <https://sam.gov/SAM/>; or
 3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated

by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Randy Fuss, Director, Government Accounts, Clark Equipment Company dba Bobcat Company

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the bid.

Yes No

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "I have reviewed this addendum" below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
Addendum_4_Medium_Duty_and_Compact_Construction_Eqpt_RFP_020223 Tue January 24 2023 02:56 PM	<input checked="" type="checkbox"/>	2
Addendum_3_Medium_Duty_and_Compact_Construction_Eqpt_RFP_020223 Tue January 3 2023 11:29 AM	<input checked="" type="checkbox"/>	1
Addendum_2_Medium_Duty_and_Compact_Construction_Eqpt_RFP_020223 Tue December 27 2022 03:08 PM	<input checked="" type="checkbox"/>	1
Addendum_1_Medium_Duty_and_Compact_Construction_Eqpt_RFP_020223 Mon December 12 2022 04:08 PM	<input checked="" type="checkbox"/>	1

**AMENDMENT #1
TO
CONTRACT # 020223-CEC**

THIS AMENDMENT, effective upon the date of the last signature below, is by and between **Sourcewell** and **Clark Equipment Company dba Bobcat Company, now known as Doosan Bobcat North America, Inc.** (Supplier).

Sourcewell awarded a contract to the Supplier to provide Medium Duty and Compact Construction Equipment with Related Attachments to Sourcewell and its Participating Entities, effective April 6, 2023, through April 17, 2027 (Contract).

Clark Equipment Company dba Bobcat Company changed its name to “Doosan Bobcat North America, Inc.” and Supplier has requested to modify the Contract to change its name. No other structural changes have taken place with the company.

As of the effective date of this Amendment, all references to “Clark Equipment Company dba Bobcat Company” in Contract # 020223-CEC will be replaced with “Doosan Bobcat North America, Inc.”

Except as amended, the Contract remains in full force and effect.

Sourcewell

By: DocuSigned by:
Jeremy Schwartz
C0FD2A139D06489...
Jeremy Schwartz, Chief Procurement Officer

Date: 5/28/2024 | 1:55 PM CDT

Doosan Bobcat North America, Inc.

By: DocuSigned by:
Randy L. Fuss
0F55B103999C454...
Randy L. Fuss, Director, Gov. Accounts

Date: 5/28/2024 | 11:49 AM PDT

**AMENDMENT #2
TO
CONTRACT # 020223-CEC**

THIS AMENDMENT, effective upon the date of the last signature below, is by and between **Sourcewell** and **Doosan Bobcat North America, Inc.** (Supplier).

Sourcewell awarded a contract to the Supplier to provide Medium Duty and Compact Construction Equipment with Related Attachments to Sourcewell and its Participating Entities, effective April 6, 2023, through April 17, 2027 (Contract).

NOW, THEREFORE, the parties wish to amend the Contract as follows:

Section 18. Insurance–Subsection A. Requirements– Item 5. Network Security and Privacy Liability Insurance of the Contract is deleted in its entirety.

Except as amended, the Contract remains in full force and effect.

Sourcewell

Doosan Bobcat North America, Inc.

Signed by:
By: Jeremy Schwartz
C0FD2A139D06489...
Jeremy Schwartz, Chief Procurement Officer

Signed by:
By: Kristie Willett
478233CD563F49B...
Kristie Willett, Sr. Government Account Manager

Date: 3/7/2025 | 8:45 AM CST

Date: 3/7/2025 | 8:37 AM CST



BOBCAT COMPANY SUGGESTED PRICE LIST - January 2023

Bobcat Company

ORDER ADDRESS:

CLARK EQUIPMENT COMPANY dba BOBCAT COMPANY
 250 EAST BEATON DRIVE
 PO BOX 6000
 WEST FARGO, ND 58078-6000

Government Sales Points of Contact:

Phone:

Heather Messmer - Government Accounts Sales Support Mgr. heather.messmer@doosan.com	(701) 241-8719
Jesse Rheault - Government Account Manager jesse.rheault@doosan.com	(701) 241-8759
Barry Hanson - Government Account Manager barry.hanson@doosan.com	(701) 241-8793
Randy Fuss - Director, Government Accounts randy.fuss@doosan.com	(701) 241-8746

TOLL FREE #: 800-965-4232, Opt#2
 FAX#: (855) 608-0681

PROMPT PAYMENT TERMS: Net 30
 TIME OF DELIVERY: 60 to 90 Days ARO
 COMMERCIAL CREDIT CARD: Accepted (Visa/Mastercard/American Express)

TID#: 38-0425350

REMIT TO ADDRESS:

CLARK EQUIPMENT COMPANY dba BOBCAT COMPANY
 PO BOX 74007382
 CHICAGO, IL 60674

Product	Discount Percent	
	Machines	Factory Installed Options
Skid Steer Loaders	22.0%	22.0%
Compact Track Loaders	26.0%	26.0%
Loader Attachments	24.0%	24.0%
Compact Wheel Loader (CWL)	24.0%	24.0%
CWL Attachments	24.0%	24.0%
Small Articulating Loaders (SAL)	24.0%	24.0%
SAL Attachments	24.0%	24.0%
Compact Excavators	28.0%	28.0%
Large Excavators	24.0%	24.0%
Excavator Attachments	24.0%	24.0%
Mini Track Loaders (MTL)	24.0%	24.0%
MTL Attachments	24.0%	24.0%
Toolcat	20.0%	20.0%
Toolcat Attachments	24.0%	24.0%
Compact Tractors	22.0%	22.0%
Compact Tractor Implements and Attachments	24.0%	24.0%
Utility Vehicles	20.0%	20.0%
Telehandlers	24.0%	24.0%
VH Attachments	24.0%	24.0%
Bobcat® Mowers	22.0%	22.0%
RYAN Turf Equipment & Attachments	16.0%	16.0%
Steiner Tractors & Attachments	20.0%	20.0%
Compaction Equipment	16.0%	16.0%



Product Quotation
 Quotation Number: **TJ1830854**
 Quote Sent Date: **May 21, 2026**
 Expiration Date: **Jun 20, 2026**

Your Bobcat Contact
Tara James
 Phone:
 Email: tara.james@doosan.com

Your Customer Contact

Deliver to
CITY OF HOLLY HILL G900555
 PUBLIC WORKS
 HOLLY HILL, FL, 32117

Bobcat Dealer
Bobcat of Daytona Beach, Daytona Beach, FL
 1830 MASON AVE
 DAYTONA BEACH, FL, 32117

Bill to
CITY OF HOLLY HILL G900555
 PUBLIC WORKS
 HOLLY HILL, FL, 32117

Item Name	Item Number	Quantity	List Price	Discount	Unit Total
T66-2 T4 Bobcat Compact Track Loader	M0513	1	80,769.00	33%	54,115.23
Standard Equipment:					
74 HP Tier 4 Turbo Diesel V2 Engine		Instrumentation:			
Auxiliary Hydraulics: Variable Flow		Engine Temperature, Fuel Gauges, Hourmeter, RPM, Warning Indicators & other vitals			
Backup Alarm		Lift Path: Vertical			
Bobcat Interlock Control System (BICS)		Lights, Front & Rear LED			
Cylinder Cushioning - Lift, Tilt		Operator Cab			
Engine/Hydraulic Performance De-rate Protection		Includes: Top & Rear Windows, Parking Brake, Seat Bar & Seat Belt			
Glow Plugs (Automatically Activated)		Roll Over Protective Structure (ROPS) meets SAE-J1040 & ISO 3471			
Horn		Falling Object Protective Structure (FOPS) meets SAE-J1043 & ISO 3449, Level I; (Level II is available through Bobcat Parts)			
Lift Arm Support		Parking Brake: Spring Applied, Pressure Released (SAPR)			
		Tracks: Rubber, C-Pattern, 12.6" Wide			
		Solid Mounted Carriage with 4 Rollers			
		Counter Weights - 100 lbs.			
		Warranty: 2 yr / 2000 hr. whichever occurs first + 3 additional yrs of harness warranty (see warranty statement)			
Advanced	M0513-P12-C40	1	21,678.00	33%	14,524.26
<i>Included:</i> Includes: Clear-Side Auto HVAC Cab, High Back Heated Cloth Air Ride Seat, Premium and Side LED lights, Power Bob-Tach, Solid Undercarriage, High Flow, Two-Speed Travel, 8" Touch Display with Infotainment and Jobsite Companion, Reversing Fan, Keyless Ignition, Dual-Direction Bucket Positioning, Automatic Ride Control, Sound Reduction Package, 7-Pin Attachment Control, Rear View Camera, Selectable Joystick Controls, 2yr Basics Machine IQ and 1yr Health & Security subscription					
15.7" C-Pattern Rubber Track	M0513-R09-C02	1	1,733.00	33%	1,161.11
<i>Included:</i> 15.7" C-Pattern Rubber Track					
Selectable Joystick Controls for Jobsite Companion	M0513-R01-C06	1	0.00	0%	0.00
74" Heavy Duty Bucket	7272680	1	1,951.00	24%	1,482.76
72" Root Grapple	7488431	1	5,525.00	24%	4,199.00
Disc Mulcher - 48", 88cc	7518475	1	23,856.00	24%	18,130.56

Clear Sided Forestry Kit	7485083	1	10,582.00	24%	8,042.32
Engine Compartment Seal Kit, 600 Vertical Path	7209981	1	1,389.79	0%	1,389.79
4K Heavy Duty Pallet Fork Frame	7294305	1	635.00	24%	482.60
48" 4K Heavy Duty Pallet Fork Teeth	6540182	1	470.00	24%	357.20
Total for T66-2 T4 Bobcat Compact Track Loader					103,884.83
40" Flail Mower	7225485	1	11,780.00	24%	8,952.80
Flail Mower hoses (All Std Arm excavators) (E32 LA and E35 LA) and (E32, E35, E42, E45 and E48 ext arm) (All R2 E42/E48/E50/E60 arm configurations)	7245468	1	322.00	24%	244.72
Case Drain (E45, E50 & E55)	7245618	1	259.60	0%	259.60
X-Change Mounting Cap (E32, E35, E42, E45, E48, E50, E55, E63)	7238337	1	1,240.00	24%	942.40
Total for 40" Flail Mower					10,399.52
Power-Tilt PTX4	7319637	1	9,067.00	24%	6,890.92
Excavator Hose Kit (Check Description)	7331054	1	295.00	24%	224.20
Total for Power-Tilt PTX4					7,115.12
Quote Subtotal					121,399.47
Dealer PDI					525.00
Freight Charges					1,700.00
Destination Charges					1,681.00
Dealer Assembly Charges					2,100.00
Quote Total - USD					127,405.47

Comment:

*Plus applicable taxes. IF Tax Exempt, please include Tax Exempt Certificate with the order.

*Prices per the Sourcewell Contract #020223-CEC

*Sourcewell Member Number (if applicable): _____

*All orders should include 1) Accounts Payable Contact and email address, 2) W9 with correct legal entity name, and 3) Bill to Address.

*Orders may be placed with the contract holder or authorized dealer as allowed by the terms and conditions of the contract. *A Copy of all orders must be provided to Heather.Messmer@Doosan.com.

*Contact Holder Information: Doosan Bobcat North America, Inc. Govt Sales, 250 E Beaton Drive, West Fargo, ND 58078. TID# 38-0425350.

*Payment Terms: Net 60 Days. Credit cards accepted.

*Remittance address: Doosan Bobcat North America, Inc. P. O. Box 74007382, Chicago, IL 60674-7382

Customer Acceptance:

Quotation Number: TJ1830854

Purchase Order: _____

Authorized Signature:

Print: _____ Sign: _____

Date: _____ Email: _____

Addresses

Delivery Address _____

Billing Address (if different from ship to): _____

Tax Exempt: Y / N

Exempt in the State of: _____

Tax Exempt ID:

Federal: _____

State: _____

Expiration Date: _____

Estimate

5/8/2026

950 Ridgewood Avenue
 Holly Hill, FL. 32117

Phone #(386) 258-1445 Fax #(386) 258-2114

Rep	Estimate #
MD	64783

Name / Address
CITY OF HOLLY HILL . 1065 RIDGEWOOD AVENUE HOLLY HILL, FL. 32117-2807

Year Model	
P.O. No.	

Item	Description	Qty	Cost	Total
Lot Sale	<p>***Tandem Axle and up Trailers Require Brake Controllers*****</p> <p>I have been advised before leaving this dealership/factory or pick up location, prior to driving on the roadway, the temporary tag or transfer plate must be attached to the trailer in it's proper location.</p> <p>_____ Sign</p> <p>Payment Method: Prices are quoted as cash payments. Credit Card Payment is an add'l 3% fee.</p> <p>Thank you for your business! Our marketing team may call you to find out about your experience with us to help us improve our business! If pd w/ Credit Card Initial _____ Florida County of Residence: Hook Up Type: 2 5/16" VIN#: COLOR. WEIGHT. DESC.</p> <p>The warranty on this trailer is a factory warranty. The manufacturer of this trailer has sole responsibility for the warranty of this trailer. The Car Shop Trailer Sales is in no way responsible for any warranty issues that may or may not arise with this trailer. However, The Car Shop Trailer Sales will be glad to assist you in any warranty issues that may or may not arise with this trailer. I understand that it is the trailer owner's obligation to re-torque lug nuts on all wheels for the 1st 25 miles & then after 200 miles of use, torque to 80 foot lbs. Owner responsible for necessary lubrication of all axle bearings, hinges and all moving parts. Trailers are non refundable and non returnable for monies paid. This is the trailer I am purchasing.</p> <p>In the event of an act of God (such as, but not limited to, fires, explosions, earthquakes, drought, tidal waves, floods and pandemics) which prevents or delays TCS from complying with any of its obligations under this sale order, TCS shall not be considered in breach of this</p>		0.00	0.00

Subtotal
Tax (0.0%)
Total

Estimate

5/8/2026

950 Ridgewood Avenue
Holly Hill, FL. 32117

Phone #(386) 258-1445 Fax #(386) 258-2114

Rep	Estimate #
MD	64783

Name / Address
CITY OF HOLLY HILL . 1065 RIDGEWOOD AVENUE HOLLY HILL, FL. 32117-2807

Year Model	
P.O. No.	

Item	Description	Qty	Cost	Total
484523 ST 3/26	<p>order due to such delay in delivery beyond its control. In the event of an act of god which triggers this provision, TCS shall give notice to you upon such an event becoming known to it. Such an event shall not relieve you from your obligation to accept delivery off and complete payment for any custom trailer which has been built and ready for delivery.</p> <p>By signing below buyer agrees to the terms of this agreement and acknowledges reading and understanding all of the above</p> <p>Signature: _____</p> <p>7' (82") x 14 HD Low Profile 4ft Side 14K 2026 Telescopic Dump Black Model:ST-HTDU48214-140 VIN:5JW1D1920T1484523 Trailer Weight:4360lb/14000gvwr Carry Capacity:9640lb 2-5/16 Adjustable Coupler 12K Drop Leg Set Back Jack (2) 7000lb Slipper Spring Axle Combo Barn Door Spreader Gate with Camber Rainier ST235/80R16 LRE Radial Tires DOT : 045 BMEETX 2125x2,1825x1, 1925x1 8 Lug Black Spoke Wheels Secure Tool Storage Integrated Side Steps Spare Tire Carrier Round 7pin BladeConnector Plug 12 Volt DC 24 Battery 110 volt Battery Charger All LED Lighting 6"x 2" Steel Tube Frame 4" Steel Crossmembers 6"X2" Steel Tube Tongue DOT Compliant Safety Chains 2" 2" Steel Tube Top Rail Integrated Side Body Stiffening System Side Board Holders Stabilizer Jack Receivers (jacks optional) 3"X80" Steel Ladder Style Ramps (slide in with Carrier)</p>		14,855.00	14,855.00

	Subtotal
	Tax (0.0%)
	Total

Estimate

5/8/2026

950 Ridgewood Avenue
 Holly Hill, FL. 32117

Phone #(386) 258-1445 Fax #(386) 258-2114

Rep	Estimate #
MD	64783

Name / Address
CITY OF HOLLY HILL . 1065 RIDGEWOOD AVENUE HOLLY HILL, FL. 32117-2807

Year Model	
P.O. No.	

Item	Description	Qty	Cost	Total
	Double Break Tread Plate Fenders Easy Lube Hubs Battery, Switch & Lanyard Breakaway Industrial Grade Polymer Exterior Finish 10 Gauge Smooth Steel Decking 5) ½" D Ring Tie Downs Stake Pocket Tie Downs Drop in (recessed) Lockable battery & Pimp Box with KEY# CH501x2 Integrated tarp Mount and Shroud 18' Mesh tarp kit Installed Anti Sail Kit with integrated Tie Down Power Up Gravity Down (Telescopic Hoist) 12V Hydraulic Pump On Board Charger 4 amp (110V Plug in) Lippert Axles			

	Subtotal
	Tax (0.0%)
	Total

Estimate

5/8/2026

950 Ridgewood Avenue
 Holly Hill, FL. 32117

Phone #(386) 258-1445 Fax #(386) 258-2114

Rep	Estimate #
MD	64783

Name / Address
CITY OF HOLLY HILL . 1065 RIDGEWOOD AVENUE HOLLY HILL, FL. 32117-2807

Year Model	
P.O. No.	

Item	Description	Qty	Cost	Total
	SUBTOTAL			14,855.00
DISCOUNT	DISCOUNT (Sourcewell #80564, 12%)		-1,783.00	-1,783.00
	SUBTOTAL			13,072.00
ADMIN FL Fee	Admin Fee - Statutes 501.976: This charge represents costs and profit to dealer for items such as inspecting, cleaning and adjusting new and used vehicles/trailers and prepare documents related to the sale to include issuance of a temporary license plate.	1	50.00	50.00
NEW TIRE EACH	New Tire Fee FS403.718 mandates a \$1.00 fee to be collected for each new tire sold in the State of Florida.	4	1.00	4.00
14-134TR BrakeC	1/4 HITCH CLIPS ROUND Brake Controller is needed for ALL Tandem Axle and Triple Axle Trailers. Single axle trailers with electric brakes will also require a brake controller	1	0.00	0.00
Stolen	If your trailer is stolen please contact us and we will flag your vin # as such and let the manufacturer know to mark it stolen thru the warranty program in an effort to perhaps help recover it and protect your Identiy.		0.00	0.00
	SUBTOTAL			54.00
				54.00

--

Subtotal	\$13,126.00
Tax (0.0%)	\$0.00
Total	\$13,126.00



2026 Sure-Trac 7X14 HD Low Profile Dump Trailer 4ft Sides 14K Telescopic Black - 484523

MSRP \$14,855.00

Now Only \$13,765.00

BUY NOW
Start Your Purchase Here

Call Us (8-1445) or [click to e-mail](#) for FREE shipping details & special pricing.

Chat with us
Need help? [click here.](#)



Call Us

Chat with us
Need help? click here.



(<https://topshelftrailers.com>)

(855) 334-8678(tel:+18553348678)

850516 Hwy 17, Yulee, FL 32097, USA

7x14 Dump Trailers

At Top Shelf Trailers, we specialize in creating robust and reliable 7x14 dump trailers. Engineered with precision and designed for durability, our trailers are built to handle the toughest jobs.

Hi there! Have a question?
Chat with us here.



(<https://b4368576.smushcdn.com/4368576/wp-content/uploads/2024/07/7x14x4-dump-trailers-banner.webp?lossy=1&strip=1&webp=1>)

(<https://topshelftrailers.com>)

Get a Quick Quote ([a-quick-quote/](https://topshelftrailers.com/get-a-quick-quote/))
(<https://topshelftrailers.com/get-a-quick-quote/>)

(tel:+188861246)

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\$1,000 up to \$3,000 Deposit per trailer to put your trailer into production. Then it will be CASH, CASHIERS C\$HECK, or A CONFIRMED BANK WIRE UPON PICK UP OR DELIVERY. DELIVERY CHARGE IS A SEPARATE FEE. PLEASE NOTE: There are options for different-sized sides, as well as upgrades in how you would like your trailers to function for you. Our axles are Lippert HD quick lube tube axles with Vaulcrum caps. Dual 7,000 lb. axle capacity with an option to upgrade to 8,000 lb. or 10,000 lb. axles. All lights are lifetime warranty LEDS. Capacity options we offer are 14,000 lbs., 16,000 lb., or 20,000 lbs. The jack is a 12,000-spring assisted manual or an optional powered hydraulic jack (for an additional charge). Our trailers come with a three-stage telescopic hydraulic lift as standard, but there are optional dual cylinders available at no extra charge.

SUBTOTAL	14,026.00
TAX	0.00
TOTAL	\$14,026.00

Accepted By _____

Accepted Date _____

New:
 Vin#:
 Color:
 Model#

No Warranty For Damaged Caused By Improper Or Overloading Trailer

Signature _____ Date _____

Quotes good for 3 days. Payment Form Cash--Cashiers Check--Wire No credit card For Final Payment

Thank you very much. The Fleischer Family



[Home](#) / [All Products](#) / [Trailers](#) / D2E 7' x 14' Wide Dump Trailer w/ 4' Sides

D2E 7' X 14' WIDE DUMP TRAILER W/ 4' SIDES

\$12,954.50

ADD TO CART

 Get Financing

Call for Availability – 727-531-8944

Request a Quote



Description

Description

- 235/80R/16 Tires & Wheels
 - 2/7000lb E-Z Lube Brake Axles
 - 2 5/16" Adjustable Coupler
 - Powder-Coated Lock Box For Power Unit & Battery
 - 6' Rear Slide-In Ramps
 - 10ga Floor
 - 12V On-Board Battery Charger
 - Tread Plate Fenders
 - D-Rings in Floor
 - Sealed Wiring Harness
 - Breakaway Kit
 - Stake Pockets
 - Spare Tire Mount
-
- All LED Lighting
 - DOT Tape
 - NATM Compliant


Related products



CART

Cart updated.

Cart Summary

	Product	Price	Quantity	Subtotal
x	 <u>D2E 7' x 14' Wide Dump Trailer w/ 4' Sides</u>	\$12,954.50	<input type="text" value="1"/>	\$12,954.50

UPDATE CART

Cart totals

Subtotal	\$12,954.50
Shipment	<input checked="" type="radio"/> Delivery - Flat Rate + \$3.75 per mile over 150 miles: \$500.00 <input type="radio"/> Local pickup Shipping to FL . Change address
Tax	\$941.82
Total	\$14,396.32

$$\begin{array}{r}
 - 941.82 \\
 \hline
 13,454.50
 \end{array}$$
 PROCEED TO CHECKOUT



DT-142-P4 PJ 14' DUMP TRAILER 4' SIDE 8 TON 16,000 GVWR 7X14 TELESCOPIC CYLINDER

Price: ~~\$13,695.00~~ Original price was:
\$13,695.00. ~~\$13,195.00~~ Current price is: \$13,195.00.

- o 16,000lb GVWR
- o Telescopic Cylinder
- o 14 Ply Load Range G Tires
- o 12,000lb Jack
- o 7 Gauge Floor
- o 7' Slide In Ramps
- o Powder Coated
- o Recessed LED Lights
- o Lockable Pump & Battery Box

Product may be shown with optional equipment

Description

Additional information



Trailer Brand	PJ
Trailer Type	Dump Trailer
Length	14'
Width	7'
Sidewall Height	48"
GVWR	16,000
Load Capacity	11,450
Color	Black
Tongue Type	Bumper Pull
Brake Type	Electric Brake

Images

Description

The 14LP Low Profile Dump Trailer from Big Tex Trailers offers ultra-low profile deck height to make loading and unloading easier than ever. Designed with the user in mind, this unit has an 8-inch I-beam frame with integrated tongue and shovel/tool storage pan under the bed for easy access.

STANDARD FEATURES

- Adjustable 2-5/16" Demco EZ Latch Coupler
- 8" I-Beam Frame w/ Integrated Tongue
- 12,000# Top Wind Drop-Leg Jack
- Lockable Pump & Battery Box Mounted in Front of Bed

- 24" Tall, 12 Gauge Sides w/Formed Channel

Supports

- 10 Gauge Steel Floor & Sides
 - Fully Formed Tarp Shroud on Front
 - Crank Style Roll Tarp- Standard Equipped
 - Tarp Rod Included to Secure Tarp on Rear
 - J-Hooks on Sides & Rear for Tarp Control
 - Stake Pockets Along Sides
 - Self Contained Electric/Hydraulic Scissor Hoist
 - Power Up/Power Down & Gravity Down
 - 12V Interstate Deep Cycle Battery
 - 110V On-Board Battery Charger (5 Amp)
 - Premium Brand Axles
 - Cambered Axles w/ Quick Lubricating Hubs
 - Forward Self-Adjusting Electric Brakes on All Hubs
 - Grommet Mount Sealed Lighting
 - L.E.D. Lighting Package
 - Sealed, Modular Wiring Harness
 - Complete Break-A-Way System
 - Zip™ Breakaway Cable
 - Diamond Plate Fenders
 - 3" x 2" Rectangular Tubing Top Rail on Dump Bed
 - Combo Gate (Barn Doors & Spreader Gate)
 - Rear Stabilizer Stands
 - (4) 1/2" D-Rings Inside Bed to Secure Equipment
 - Spare Tire Mount
 - Radial Tires
-





Right Trailers Inc.
 7220 US Hwy 98 North
 Lakeland, FL 33809
 Phone 863-608-0106
 twilliams@righttrailers.com

TO Holly Hill Fleet Dept.
 Attn: John Yokem
 453 LPGA Blvd.
 Holly Hill, FL 32117
 PH: 386-383-7351
 jyokem@hollyhillfl.org

Salesperson	Inv #	Shipping Method	Shipping Terms	Delivery Date	Payment Terms	Date
Tommy Williams		Truck			Net 30	5/11/2026

Qty	Item #	Description	Unit Price	Discount	Line total
1	TBD	New 2026 PJ DT 7x14 Dump Trailer w/4' Sides DT LOW PRO , 2-5/16" adjustable coupler, 12k spring loaded drop leg tongue jack, 8" I-beam tongue and frame (heavy duty), TELESCOPIC LIFT, (4) D Rings, 2-Way Gate (Barn Doors & Spreader Gate), 16" tires and wheels, all DOT approved lighting, SPARE TIRE MOUNT, RECESSED LED LIGHTING, FORGED COUPLER, WRAP AROUND TONGUE, TARP KIT, RAMPS, , 4FT SIDES, 7-GA HD FLOOR, 10,500lb LOAD CAPACITY, 14,000LB G.V.W.R.	13,999.00	-1,500.00	12,499.00
1	700073	Spare Tire 235/75R16 6 on 5.5 Black Wheel	299.00		299.00
		3-year manufacturer's warranty, 5-year axle warranty			
		See Attached Spec Sheet			
		Deliver to above address	400.00	-200.00	200.00
		Quote is good for 30 days from 5/11/2026			
Subtotal					\$12,998.00
7% Sales Tax					\$
Temp Tag for each trailer					\$
Total					\$12,998.00

Thank you for your business!

Manager. Higher limits may be established as a payment tool by the City Manager.

(b) The City's Field Purchase Order may be used for certain purchases, with the approval of the department head, may be used by the departments for immediate need of supplies, materials, and contractual services not to exceed the maximum value of \$5,000.

SECTION K - LOCAL PREFERENCE

POLICY 2.44 VENDOR PREFERENCE

A local vendor would be interpreted as a bidder, which as of the date of the bid opening, has a valid Business Tax Receipt (BTR) issued by the City of Holly Hill to do business in the City of Holly Hill which authorizes the vendor to provide the goods, services, or construction to be purchased and has a physical address located within the limits of Holly Hill from which the vendor operates or performs business. A Post Office Box cannot be used to establish physical address.

A local vendor preference of no greater than 5% (Not to exceed \$5,000) of the price submitted by the non-local vendor shall be granted with City Commission approval.

Note: Local Vendor Preference does not apply to any Federally funded projects.

SECTION L -PROCUREMENTS

POLICY 2.45 EMERGENCY PURCHASE ORDER (EPO)

Emergency purchases are approved per the spending authority levels outlined in this Policy and subject to review by the Finance Director. The City Manager may approve emergency purchases up to \$50,000 and notify the Commission of the purchase at the next Commission meeting.

For emergency purchases the using department shall request an emergency purchase from the Finance Department after the City Manager or Finance Director approves the request. Emergency Purchase Orders are only to be used when a threat exists to the public health, welfare, or safety, or if the operation of a City Department would be seriously hampered if immediate action is not taken.

EMERGENCY PURCHASES - NIGHTS, WEEKENDS, OR HOLIDAYS: If an emergency occurs when the Finance Department is closed, the Department Head shall act to secure the necessary materials or service. The evidence of purchase such as sales ticket, bill, delivery slip, counter receipt, etc., which the supplier normally furnishes, will be submitted concurrently with the requisition by the department to the Finance Department on the next work day following the date of purchase. Such back-up documents will be submitted to Finance. Emergency Justification form must be forwarded to the Finance Department by the next business day.

GENERAL INFORMATION: When emergency purchases are made, the department will make the purchase at the best possible price. A true emergency can occur as a result of parts and labor needed for

CITY OF HOLLY HILL
Budget Adjustment Request
Fiscal Year 2025-2026

Requesting Department	Date
Public Works	5/26/2026

TAKE FUNDS FROM ACCOUNT NUMBER:	PROJECT NUMBER:	ACCOUNT DESCRIPTION:	AMOUNT:
407-0000-389-1000		Prior Year Carryover	140,531.47
Total			140,531.47

ADD FUNDS TO ACCOUNT NUMBER:	PROJECT NUMBER:	ACCOUNT DESCRIPTION:	AMOUNT:
407-8110-580-6400		Capital Machinery & Equipment	140,531.47
Total			140,531.47

Purpose of Transfer: (include as much detail as possible)
 Funds are required to purchase a Bobcat Track Loader and Dump Trailer as identified in the City Commission Workshop held on April 28, 2026.

Note: Funds can only be transferred within the same fund and same department without requiring further commission action. In addition funds can only be expended after amendment is completed.

----- Management Approvals -----

	5-26-2026	
Department Head Signature	Date	
City Manager Signature	Date	

----- For Finance Use Only -----

Finance Review

Finance Director Signature	Date	Resolution #

DISCUSSION:

On April 28, 2026, the City Commission held a workshop to discuss capital equipment recommended to be purchased during the current fiscal year. Among the pieces of equipment discussed was a ground penetrating radar (GPR) unit with an all-terrain cart. Ground penetrating radar is a highly effective and nondestructive technology for conducting subsurface investigations and are critical for preventing utility strikes. This equipment is anticipated to save substantial staff time in locating underground utilities.

Staff have received multiple proposals for this equipment:

Vendor	Cost	Shipping	Total Cost
Geographical Survey Systems, Inc (GSSI)	\$20,214.80	\$671.66	\$20,886.48
Leica	\$22,375.00	Free	\$22,375.00
Vermeer	\$25,107.00	*	\$25,107.00
Certified MTP	\$26,970.00	\$62.99	\$27,032.99

*Shipping not specified

Staff recommend that the City Commission award the proposal submitted by GSSI at a total cost of \$20,886.48.

The proposal from GSSI is included under “Exhibit A” and additional proposals received are included under “Exhibit B”.

FISCAL ANALYSIS:

Although the cost of the GPR Unit is within the purchasing authority of the City Manager, this purchase is recommended to be funded by a prior year carryover which requires the approval of the City Commission.

A budget amendment moving prior year carryover funds from general ledger account 407-0000-389-1000 to capital machinery and equipment general ledger account 407-8110-580-6400 is included under “Exhibit C”.

STAFF RECOMMENDATION:

Approve the purchase of Ground Penetrating Radar Unit RLT3 and all terrain cart from Geographical Survey Systems, Inc at a total cost of \$20,886.48, approve a budget amendment in the same amount to fund this purchase and authorize the City Manager to execute the same.

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.

Goal #4: Provide proficient public health and safety services in terms of police and fire protection, water, storm water, waste water and solid waste management and disaster preparedness with a focus on intergovernmental collaboration, private sector partnerships, and utilization of technologies and proven innovations.

RESOLUTION:

APPROVE THE PURCHASE OF GROUND PENETRATING RADAR UNIT RLT3 AND ALL TERRAIN CART FROM GEOGRAPHICAL SURVEY SYSTEMS, INC AT A TOTAL COST OF \$20,886.48, APPROVE A BUDGET AMENDMENT IN THE SAME AMOUNT TO FUND THIS PURCHASE AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE SAME.

RESOLUTION 2026-R-34

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING THE PURCHASE OF A GROUND PENETRATING RADAR UNIT RLT3 AND AN ALL TERRAIN CART FROM GEOGRAPHICAL SURVEY SYSTEMS, INC. (GSSI) AT A COST OF \$20,886.48, APPROVING A BUDGET AMENDMENT REQUEST IN THE SAME AMOUNT TO PROVIDE FOR THE FUNDING OF THIS EQUIPMENT AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE SAME; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, during a City Commission Workshop held on April 28, 2026, it was determined that staff should seek proposals for a Ground Penetrating Radar Unit with an anticipated cost of \$25,000; and

WHEREAS, staff received four (4) proposals and recommend that the City Commission award the lowest responsive proposal received from GSSI at a cost of \$20,886.48 including shipping; and

WHEREAS, a budget amendment in the amount of \$20,886.48 is needed in order to fund the purchase of this equipment.

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

SECTION 1. That the City Commission of the City of Holly Hill approve a purchase Ground Penetrating Radar Unit RLT3 from GSSI at a cost of \$20,886.48 and authorize the City Manager to execute the same.

SECTION 2. That the City Commission of the City of Holly Hill approve a budget amendment request in the amount of \$20,886.48 to fund this purchase.

SECTION 3. 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 4. EFFECTIVE DATE. This Resolution shall become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 23rd day of JUNE 2026.



Quote Number Q-04091
 Expiration Date 6/30/2026
 Created Date 3/30/2026
 Prepared By Bruno Silla
 Email sillab@geophysical.com

SALES QUOTE

Account Name	City of Holly Hill	Ship To	Public Works 453 LPGA Avenue. Holly Hill, FL. 32117 Holly Hill, Florida 32117 United States
Bill To	Public Works 453 LPGA Avenue. Holly Hill, FL. 32117 Holly Hill, Florida 32117 United States	Terms of Payment	CIA-B
Contact Name	John Yokem	Terms of Sale	EXW Nashua, NH
Phone	(386) 383-7351	Ship Via	UPS GROUND
Email	jjokem@hollyhillfl.org		

Also Includes:

- * 2 Year Warranty
- * Complimentary training offered during the warranty period at a regularly scheduled GSSI class in Nashua, NH or Henderson, NV.
- * Price does not include shipping

Financing Available-

MADE IN THE USA

Shipping and Tax are estimated.

QTY	PART #	DESCRIPTION	UNIT PRICE	EXTENDED	Total Price
1.00	FGMOD626	All terrain cart with optical survey wheel with cable, tablet mount, three removable wheels (24" rear, 16" front), collapsible frame, and gimbal mount hardware. For use with UtilityScan System.	USD 3,000.00	USD 2,910.00	USD 2,910.00
1.00	FGUTILITYSCAN/ RLT/3	350 MHz HyperStacking antenna with integrated survey cart and Linetrac accessory. Includes Panasonic G2 Toughbook with GS software, G2 sunshade, two antenna batteries, and charger.	USD 17,840.00	USD 17,304.80	USD 17,304.80
1.00	FGSHIP	Estimated Shipping and Handling	USD 671.66	USD 671.66	USD 671.66

SubTotal	USD 20,886.46
Tax	
Total	USD 20,886.46

Acknowledgement

Please sign to acknowledge your acceptance of this order and of the GSSI Terms & Conditions associated with this order. All prices are in United States Dollar (\$USD).

Thank you for the opportunity to be of service.

Signature:

Your PO#:

Date:





UTILITYSCAN FEATURES

Rugged System for Construction Environments

UtilityScan is rated IP65 and built to meet your job site needs. It can withstand the most challenging survey environments including rain, dust, and extreme cold down to -20°C (-4°F). The Panasonic G2 tablet screen is designed for rain and glove use. For areas where Wi-Fi is prohibited, this system includes a rugged Ethernet cable that can be used for communication between the tablet and antenna.



Integrated Advanced Sensor

UtilityScan can be configured with an optional LineTrac[®] power detection module. LineTrac is designed to identify and trace the precise location of underground electric and RF-induced utilities. This allows the detected power or induced frequencies data to be overlaid on the radar data, providing reliable positioning and target information to the user. These technologies are integrated into one seamless system to aid in target recognition and mapping, a first for the utility detection industry.

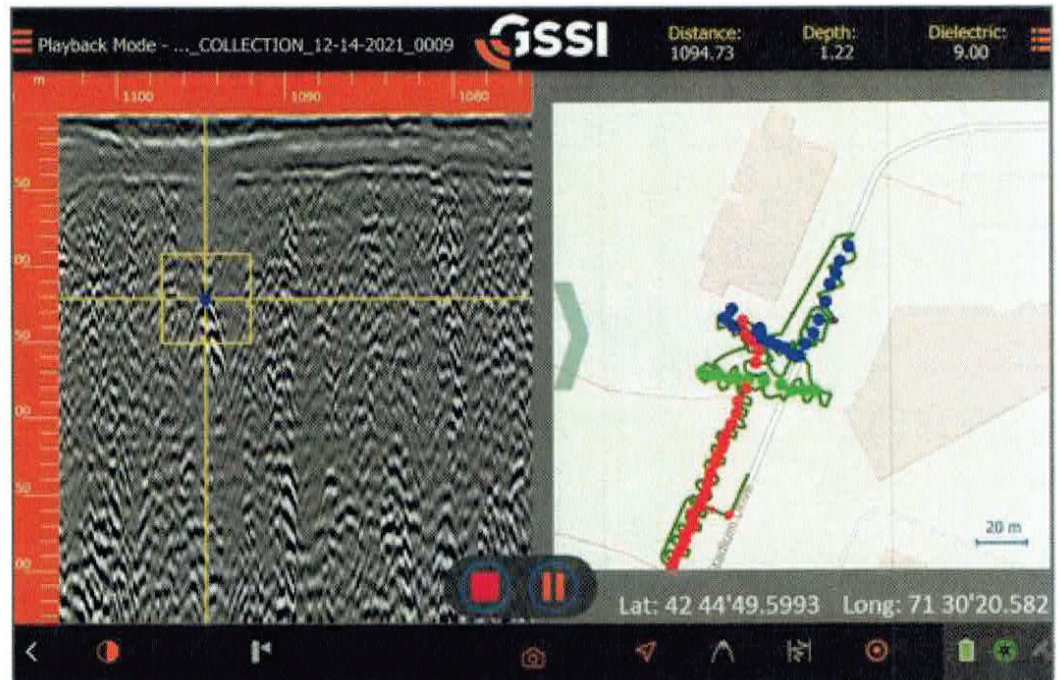
Warranty and Support

At GSSI, we fully back our products to ensure our customers get the maximum value for their investment. UtilityScan comes with a two-year warranty and complimentary training from our staff of dedicated, professional trainers during the warranty period. With every purchase, we provide unmatched technical support for the lifetime of your system.

UTILITYSCAN DATA

MAP MODE

With Map Mode on UtilityScan, you can simultaneously pick targets and view their corresponding location on the GIS map shown on the right side of the screen. You can select the window size of the data and the map, or keep it split evenly as shown. The map shows an overview where the user located three different types of utilities. The dark green line represents the path that was taken when collecting the data.



Data on the left side of the screen shows a typical utility at 1.25m in depth and shows a nicely defined base layer at .4m in depth. The blue dot on the data image is a water line.

● Electric power lines ● Sewers and drain lines ● Potable Water



UtilityScan®

Locating and marking underground utilities in real-time in the field has been a powerful application of ground penetrating radar (GPR) for many years. A knowledgeable utility locator with a GPR system as part of their tool box is able to accurately identify buried utilities. UtilityScan is built for the utility locating professional to accelerate workflow from target detection to reporting.



Real-time Target Mapping

- Easily pair with your external Bluetooth-enabled GPS, system includes built-in GPS pole adapter
- Map Mode allows you to trace your steps and gain a bird's-eye view of your survey
- Place APWA color-coded marks on your 2D data and geo-referenced map simultaneously

Advanced Capabilities

- Collect and create 3D scans
- Optional LineTrac[®] power detection module to identify and trace precise location of underground and RF-induced utilities

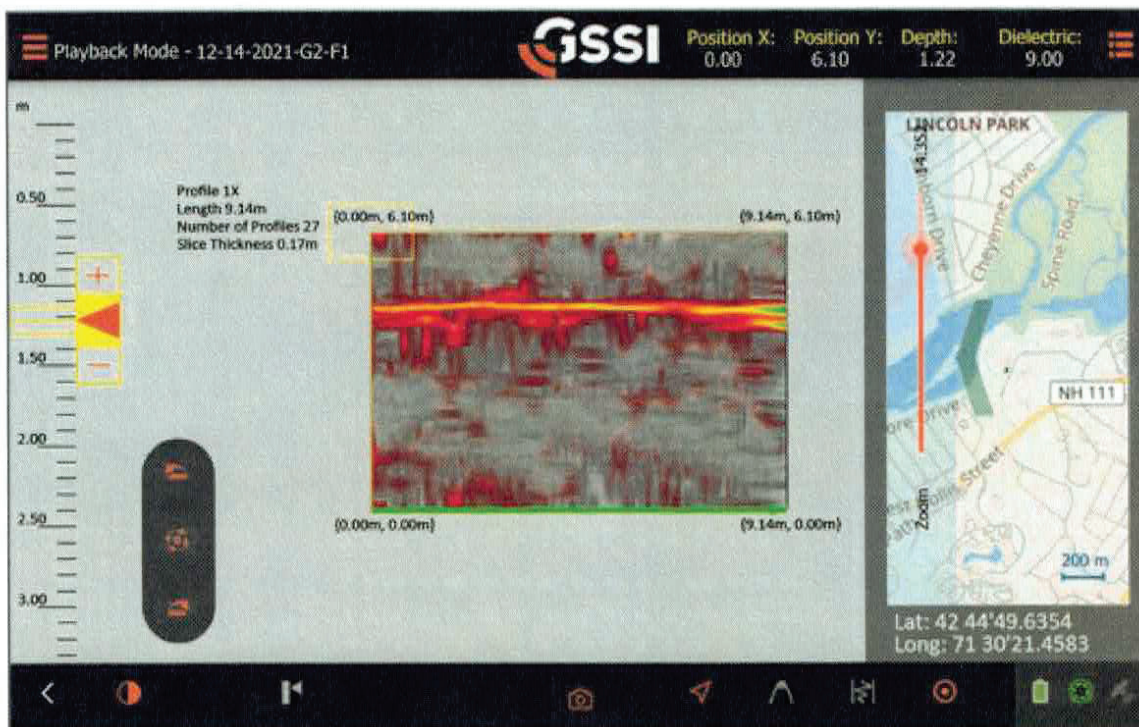
Rugged, Flexible System

- Rated IP65 - Durable components tested to withstand the toughest conditions
- Compact and portable - weighs just 15.4 kg (34 lbs)
- Optional three- or four-wheel survey carts for challenging survey conditions



3D IMAGE

On-screen 3D data collection mode allows you to define an area of interest. You can easily define the time slice depth and thickness in the field with the 3D data on the screen. The map window can be minimized to view your 3D display full screen.



Data image shows a horizontal yellow line that is a water line located at 1.25m in depth, collected with 3D mode.

This grid is 6x9 meters. The arrow on the left is the vertical position of the target. The + and - is how you control the thickness of the time slice.

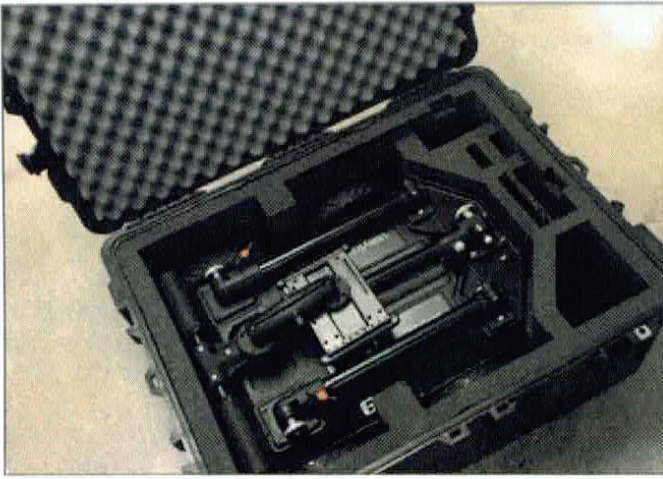
SATELLITE & AERIAL IMAGERY

UtilityScan software automatically saves a sample image (Target 1990 in the image below) for every target designated within the software. These in field targets can easily be exported into commonly available geo-browsers. These browsers can be used to create images for reports in the office or in the field.

Image at right shows a water line (blue), sewer line (green) and an electrical line (red). The yellow line is the GPS track taken by the user.



ACCESSORIES



Transit Case

This Pelican case features custom-cut foam and is designed to hold the UtilityScan system as well as its components and accessories. The case is designed to easily transport the system whether you're throwing it in the back of your truck, shipping it across the country or checking it on a plane.



Optional Survey Carts

Model 626: three-wheel cart (shown above) that includes a specifically-built center-positioned bracket to hold the UtilityScan system chassis and is best suited for uneven surfaces and grassy field areas.

Model 656: four-wheel cart that is suited for rugged terrain survey conditions.

PRODUCT SPECIFICATIONS

Controller	
Display	10.1" WUXGA 1920 x 1200 Capacitive gloved multi touch + digitizer
Processor	Intel® Core™ i5-10310U vPro™ processor
Battery / Operation Time	8 hours with typical use / 1 min hot swap time
Environmental	IP65
Durability	MIL-STD-810H
System	
Frequency	350 MHz
RF Noise Reduction Method	Patented Transmit Signal Dithering
Typical Range	12 ft / 6 m (media dependent)
Maximum Range	35 ft / 10 m (media dependent)
Communication Interface	Wi-Fi or Ethernet
LineTrac AC Current Detection	Yes (optional)
Languages	English, French, Spanish, Portuguese, Chinese
GPS	Internal (Tablet) and External (Bluetooth)
GPR - Battery / Battery Life	Lithium-Ion / 6 hour
Operating Temperature	-20° C to 40° C (-4° F to 104° F)
Storage Temperature	-40° C to 60° C (-40° F to 140° F)
Weight With Tablet & Battery	37 lbs (16.8 kg)
Dimensions (folded)	22 x 19.25 x 12.5 in (56 x 49 x 32 cm)
Environmental	IP65
Durability	3 Axis 30G shock tested, Vibration tested (20-2,000 Hz)
Software	
Real-time Filters	Band Filter Linescan Mode: Data displayed with option to show LineTrac overlay Map Mode: 2D data displayed in split screen view concurrently with GIS location map 3D: Data displayed in user-defined 3-dimensional grid area Focus Mode: Filtered data display for closely-spaced targets
Display Modes	

See GSSI website for additional specifications

Geophysical Survey Systems, Inc.

40 Simon Street • Nashua, NH 03060-3075 USA • www.geophysical.com





Leica DS4000

[Overview](#) [Contact Sales](#) [View Images](#)

ADD TO CART

Leica DS4000

\$20,785

Qualifying customers can finance for as low as \$480/mo.

ADD TO CART

FINANCE

Free shipping over \$99

OPTIONS

DS4000 Starter Kit \$20,785

DS4000 Surveyor Kit \$22,375

The DS4000 is a dual-antenna GPR system with 200 MHz and 900 MHz antennas, powered by advanced EsT Technology from IDS, offering an unmatched frequency range of 80-1500 MHz for deeper subsurface insights.

[Learn More](#)





Vermeer Southeast Sales & Service, Inc.
 428 Ocoee Apopka Road
 Ocoee, FL 34761

SW QUOTE
 #260518030

Date: 05/18/26

Sales Rep: Brody Palhegyi

Customer Information:

City of Holly Hill
 453 LPGA Blvd
 Holly Hill, FL 32117

Delivered to:

[Redacted]

Contact Name: jacob Blankenship
 Phone Number: 386-248-9463

Picked up at this Vermeer Store Location:

Payment method:

Qty	DESCRIPTION and SERIAL #	Unit Price	TOTAL
	OPTION: New US Radar Ground Penetrating Radar Triple frequency Antenna (1000,500,250 MHz) Integrated Head electronics Getac Windows Base Tablet with Network Port, Radar Controller and necessary software installed Two (2) internal & removable Li-Io Getac Batteries Two (2) Head electronics Battery Pack 12VDC /12Ah SLA, and One (1) Charger Ruggedized Ethernet Cable Quantum Series Cart with Ruggedized Wheels Antenna Replaceable Wear Tray Controller, Charger and batteries carry case 12V DC-DC Charger 2-Day (non-consecutive) Training Included Warranty: 2 years on Antenna, Cart, Encoder, Tablet / 1 Year on Batteries *Excluded: wheels, cables and wear tray BASE BID PRICING Pricing per FL Sheriff's Contract FSA23-EQU21.1 Title: UNDERGROUND LOCATING EQUIPMENT: GROUND PENETRATING RADAR MODEL: QUANTUM IMAGER ITEM #498 BID PRICE PER FSA CONTRACT	\$ 25,107.00	\$ 25,107.00
*** QUOTE VALID FOR 30 DAYS *** *** FINANCING OPTIONS AVAILABLE FOR MUNICIPAL/UTILITY ENTITIES ***			
		SubTotal	\$ 25,107.00
		Tax	
		Total	\$ 25,107.00
		Less Down Payment	
		Balance Due	\$ 25,107.00

THANK YOU FOR YOUR BUSINESS!

TERMS:

All warranties, if any, made with respect to this equipment are those warranties made by the Manufacturer. Dealer makes no warranties express or implied, including, but not limited to, warranties of MERCHANTABILITY AND FITNESS OF A PARTICULAR PURPOSE.

Customer Signature _____

Quote From Certified MTP: Quote CMTQP177795

1 message

Ryan Morrison <ryan@certifiedmtp.com>
Reply-To: Ryan Morrison <ryan@certifiedmtp.com>
To: John Yokem <jyokem@hollyhillfl.org>

Wed, May 20, 2026 at 10:15 AM



**Quote# From Certified MTP:
Quote CMTQP177795**

May 20th 2026

Thank you for the opportunity to provide this quote. Please let us know if you have any questions by replying to this email.

Prepared for:

City of Holly Hill, Florida
John Yokem
Jyokem@hollyhillfl.org
386-383-7351

Terms: Credit Card

Quoted by: Ryan Morrison
Valid until: June 20th 2026
Created Date: May 19th 2026

Ship To:

453 LPGA Boulevard
Holly Hill , Florida 32117

Ship Time: Refer to Product on Website for Most
Current Estimated Shipping Time



	Unit Price	Qty	Extended
Proceq GS8000 Ground Penetrating Radar (GPR), Pro, 2-Year Plan V118,39355310	26,970.00	x 1	26,970.00

Subtotal	\$	26,970.00
Shipping (Ground Shipping)		62.99
Total	\$	27,032.99

Proceed To Checkout

- If you want to make changes to your quote please reply to this email with the requested changes and we'll get a revised quote sent asap.
- Pricing is subject to change at any time.
- We may add additional taxes in some states.
- Feel free to contact us at service@certifiedmtp.com or call us at 800-940-1928.

CITY OF HOLLY HILL
Budget Adjustment Request
Fiscal Year 2025-2026

Requesting Department	Date
Public Works	5/26/2026

TAKE FUNDS FROM ACCOUNT NUMBER:	PROJECT NUMBER:	ACCOUNT DESCRIPTION:	AMOUNT:
407-0000-389-1000		Prior Year Carryover	20,886.48
Total			20,886.48


ADD FUNDS TO ACCOUNT NUMBER:	PROJECT NUMBER:	ACCOUNT DESCRIPTION:	AMOUNT:
407-8110-580-6400		Enterprise Capital Machinery and Equipment	20,886.48
Total			20,886.48

Purpose of Transfer: (include as much detail as possible)

This budget amendment is needed in order to fund the purchase of a Ground Penetrating Radar Unit as discussed during the City Commission Workshop held on April 28, 2026.

Note: Funds can only be transferred within the same fund and same department without requiring further commission action. In addition funds can only be expended after amendment is completed.

----- Management Approvals -----

	<u>5-26-2026</u>	
Department Head Signature	Date	
City Manager Signature	Date	

----- For Finance Use Only -----

Finance Review		
Finance Director Signature	Date	Resolution #

DISCUSSION:

On April 28, 2026, the City Commission held a workshop to discuss capital equipment recommended to be purchased during the current fiscal year. Among the pieces of equipment discussed was a pre-owned wheeled tilt rotator excavator.

Staff have identified multiple pre-owned excavators and recommend the purchase of a 2015 Caterpillar M322D Wheeled Excavator from Altorfer Inc. This unit has approximately 2,490 hours of use, has a detailed maintenance history from Caterpillar and is in very good used condition. The cost of this unit is \$124,000. Due to the size of this equipment, the shipping cost will be an additional \$7,650 to be paid directly to the freight carrier.

Since the City is seeking used equipment, it is not possible to seek proposals which feature identical specifications. The Holly Hill Purchasing Policy has anticipated this scenario and authorizes the City Commission to waive the formal bidding procedure of costs greater than \$25,000 provided certain criteria are met. Specifically, Chapter 8 of the purchasing policy states:

CHAPTER 8 – WAIVERS OF BID

The City Manager may waive purchasing policy up to \$25,000, and Commission may waive the formal bidding procedure over \$25,000 for the following reasons. Every attempt should be made to obtain three written quotations.

- The health, safety, or welfare of the citizens or employees is at stake.
- To get a vehicle or equipment vital to the operations of the City back into service.
- If equipment needs to be taken apart to give an estimate or price.
- For the purchase or rental of real estate when location is important.
- Emergencies and natural disasters.
- When specifications must not be made public due to covert or confidential operations of the Police Department.
- When advertising must be done in a specific publication such as a trade journal, local publication, etc.
- To obtain materials, equipment, or services which cannot be purchased under normal bid procedures, as confirmed by the Finance Department.
- When an essential government service would be interrupted.
- When additional loss to public or private property might occur.
- When, after notice in accordance with ordinance, no bids or proposals are received.
- Otherwise as determined to be in the best interest of the City.

City staff recommend that the purchase of the pre-owned excavator be made with a waiver of the formal bid procedure “to obtain materials, equipment, or services which cannot be purchased under normal bid procedures, as confirmed by the Finance Department.”

The waiver recommendation confirmation by the Finance Department is included under ‘Exhibit A’.

In order to ensure that proposals offered to the city are of fair market value for a pre-owned

wheeled excavator, City staff have identified and compared multiple similar excavators available for purchase. Below are the findings of City staff:

Vendor	Year	Make	Model	Hours	Cost	Shipping
Altorfer Inc.	2015	Caterpillar	M322D	2,490	\$124,000	\$7,650
Truck and Iron Traders LLC	2014	Caterpillar	M322D	2,975	\$141,900	\$8,275
Abele Tractor & Equipment	2015	Caterpillar	M320F	2,295	\$159,500	\$5,800

Upon analysis of the excavators available, City staff have determined that the 2015 Caterpillar M322D with 2,490 hours, available from Altorfer Inc. and highlighted above, is the preferred excavator. This is due to lowest cost quoted and indication that the vehicle has been well maintained. The recommended vehicle is included under “Exhibit B.” The remainder of vehicles researched are included under “Exhibit C.”

FISCAL ANALYSIS:

The cost of this pre-owned tilt rotator excavator is \$124,000 plus an additional \$7,650 delivery fee for a total cost of \$131,650. This amount will be funded from prior year carryover and brought into general ledger account 407-8110-580-6400 through the budget amendment request included under “Exhibit D”.

STAFF RECOMMENDATION:

Approve the purchase of a 2015 Caterpillar M322D wheeled excavator from Altorfer Inc. at a total cost of \$131,650, approve a budget amendment in the same amount to allow for the purchase and authorize the City Manager to execute the same.

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.

Goal #4: Provide proficient public health and safety services in terms of police and fire protection, water, storm water, waste water and solid waste management and disaster preparedness with a focus on intergovernmental collaboration, private sector partnerships, and utilization of technologies and proven innovations.

RESOLUTION:

APPROVE WAIVING THE FORMAL BIDDING PROCEDURE FOR AND THE

PURCHASE OF A 2015 CATERPILLAR M322D WHEELED EXCAVATOR FROM ALTORFER INC. AT A TOTAL COST OF \$131,650, APPROVE A BUDGET AMENDMENT IN THE SAME AMOUNT TO ALLOW FOR THE PURCHASE AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE SAME.

RESOLUTION 2026-R-35

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING WAIVING THE FORMAL BID PROCEDURE FOR, AND THE PURCHASE OF A 2015 CATERPILLAR M322D WHEELED EXCAVATOR FROM ALTORFER, INC., AT A TOTAL COST OF \$131,650, APPROVE A BUDGET AMENDMENT IN THE SAME AMOUNT TO ALLOW FOR THE PURCHASE AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE SAME; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, during a City Commission Workshop held on April 28, 2026, it was determined that staff should seek proposals for a pre-owned wheeled tilt rotator excavator; and

WHEREAS, staff have received three proposals for similar used equipment; and

WHEREAS, staff is requesting the City Commission waive the formal bidding procedure; and

WHEREAS, staff recommend that the city purchase the 2015 Caterpillar M322D wheeled excavator from Altorfer, Inc., at a cost of \$131,650; and

WHEREAS, a budget amendment in the amount of \$131,650 is needed to fund this purchase.

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

SECTION 1. That the City Commission of the City of Holly Hill approve waiving the formal bidding procedure for the purchase of a pre-owned wheeled excavator.

SECTION 2. That the City Commission of the City of Holly Hill approve a purchase of a 2015 Caterpillar M322D wheeled excavator from Altorfer, Inc., in the amount of \$131,650 and authorize the City Manager to execute the same.

SECTION 3. That the City Commission of the City of Holly Hill approve a budget amendment request in the amount of \$131,650 using prior year carryover funds to make this purchase.

SECTION 4. 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 5. EFFECTIVE DATE. This Resolution shall become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 23rd day of JUNE 2026.

Waivers of Bid


Michele Moore <mmoore@hollyhillfl.org>
To: Steven Juengst <sjuengst@hollyhillfl.org>

Thu, May 28, 2026 at 3:36 PM

Yes. Thank you.

Michele Moore, CGFO, CMA

Finance Director
1065 Ridgewood Ave.
Holly Hill, FL 32117

 <https://www.youtube.com/watch?v=D8Ycn-kDwj8>

386-248-9426

mmoore@hollyhillfl.org

www.hollyhillfl.org

On Thu, May 28, 2026 at 3:20 PM Steven Juengst <sjuengst@hollyhillfl.org> wrote:

Good afternoon Michele,

I am preparing the last of the Commission Agendas for mid year equipment purchases as discussed at the April 28, 2026 Workshop. Similar to the recent tractor purchase, we are tasked with purchasing a used excavator and I would like to recommend that the Commission waive the purchasing procedure per Chapter 8 bullet point "To obtain materials, equipment or services which cannot be purchased under normal bid procedures, as confirmed by the Finance Department".

CHAPTER 8 - WAIVERS OF BID

The City Manager may waive purchasing policy up to \$25,000, and Commission may waive the formal bidding procedure over \$25,000 for the following reasons. Every attempt should be made to obtain three written quotations.

- The health, safety, or welfare of the citizens or employees is at stake.
- To get a vehicle or equipment vital to the operations of the City back into service.
- If equipment needs to be taken apart to give an estimate or price.
- For the purchase or rental of real estate when location is important.
- Emergencies and natural disasters.
- When specifications must not be made public due to covert or confidential operations of the Police Department.
- When advertising must be done in a specific publication such as a trade journal, local publication, etc.
- To obtain materials, equipment, or services which cannot be purchased under normal bid procedures, as confirmed by the Finance Department.
- When an essential government service would be interrupted.
- When additional loss to public or private property might occur.
- When, after notice in accordance with ordinance, no bids or proposals are received.
- Otherwise as determined to be in the best interest of the City.

If you agree with this recommendation, can you please confirm? I will include your confirmation in the agenda item,

Regards

Steve Juengst, CPWP-M
Deputy Public Works Director
City of Holly Hill
453 LPGA Blvd
Holly Hill, Florida 32117
(386) 248-9463
(386) 248-9499 (fax)
sjuengst@hollyhillfl.org
www.hollyhillfl.org



Florida has a very broad Public Records Law. Virtually all written communications to or from State and Local Officials and employees are public records available to the public and media upon request. The City of Holly Hill's policy does not differentiate between personal and business emails. This means email messages, including your e-mail address and any attachments and information we receive online might be disclosed to any person or media making a public records request. E-mail sent on the City system will be considered public and will only be withheld from disclosure if deemed confidential or exempt pursuant to State Law. If you are an individual whose identifying information is exempt under 119.071, Florida Statutes, please so indicate in your email or other communication. If you have any questions about the Florida public records law refer to Chapter 119 Florida Statutes.

Florida has a very broad Public Records Law. Virtually all written communications to or from State and Local Officials and employees are public records available to the public and media upon request. The City of Holly Hill's policy does not differentiate between personal and business emails. This means email messages, including your e-mail address and any attachments and information

May 27, 2026

City of Holly Hill - Public Works
453 LPGA Avenue.
Holly Hill, FL. 32117

Attention: Mr. John Yokem

We are pleased to provide the following proposal for your review:

One (1) Used 2015 Caterpillar M322D Wheeled Excavator


- *Serial Number P2T00307, with approx. 2,490 hr*
- *Unit will be sold as equipped with a 36" GP Bucket*

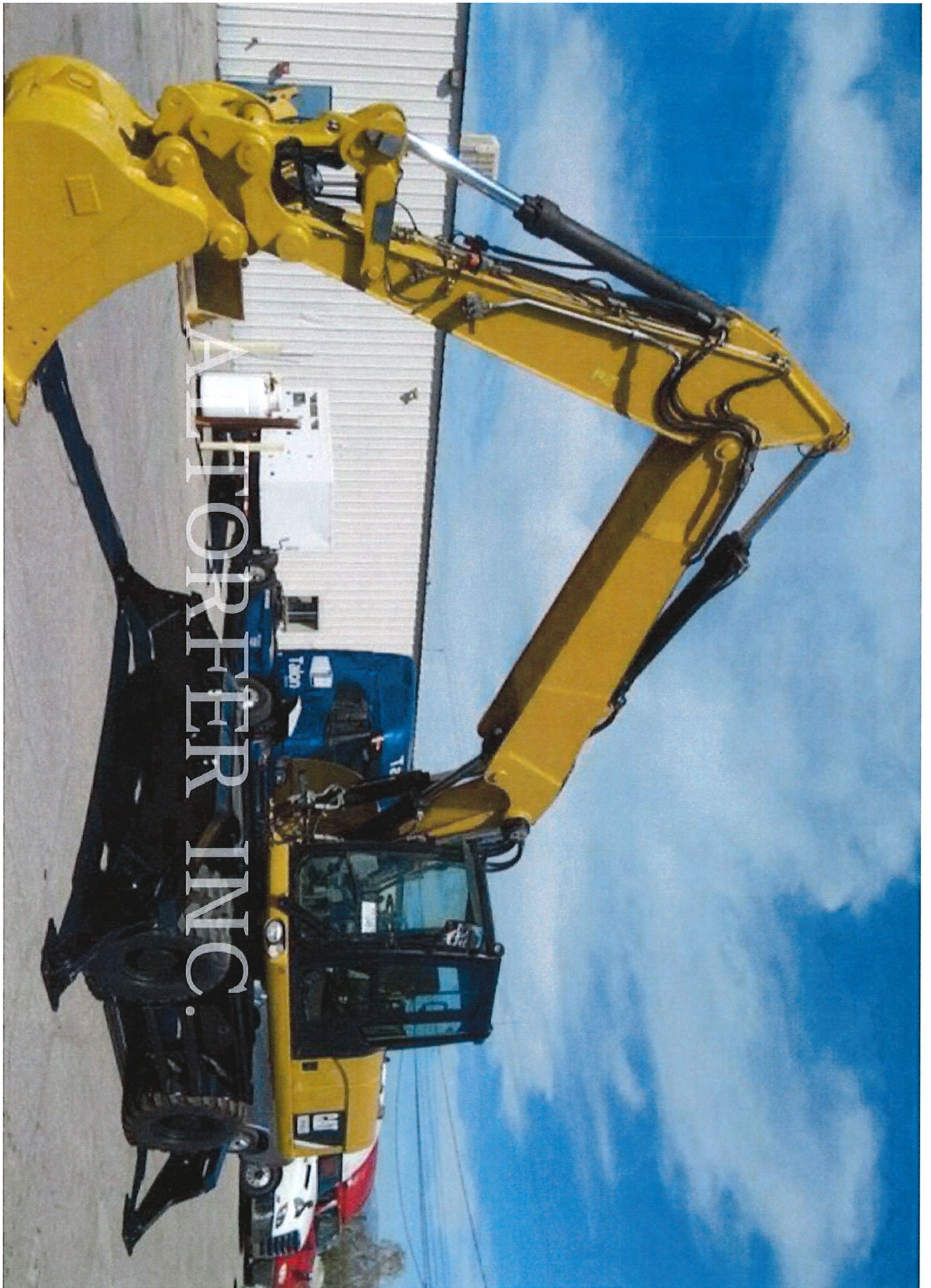
Sale Price \$124,0000 (Payable to Altorfer Inc)

Delivery Fee:\$7,650 (payable to D&L Freight)

We appreciate the opportunity to submit this proposal, and trust that it will merit your favorable consideration.

Sincerely,


Chase Lang
Used Construction Equipment
Altorfer Inc.







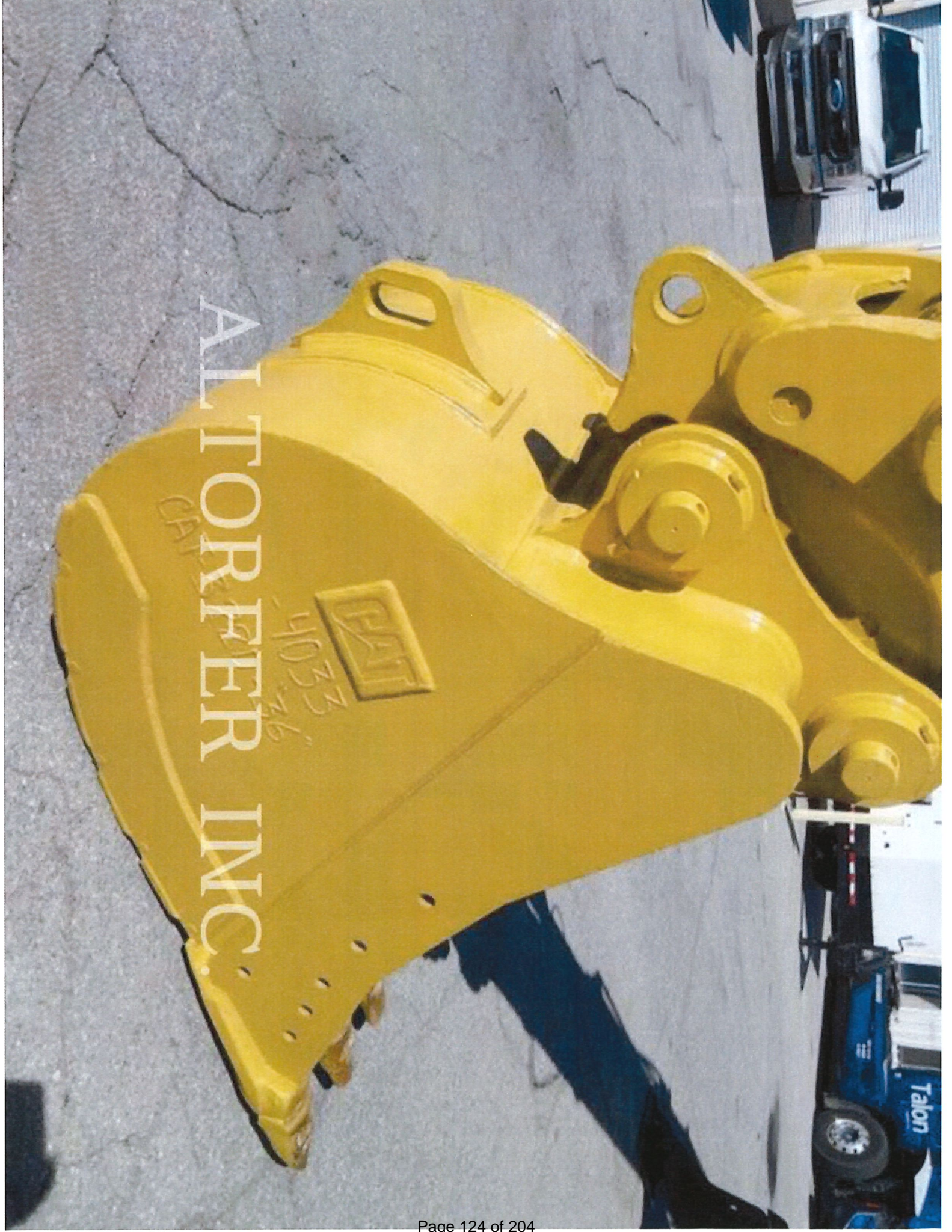
ALTORFER INC.



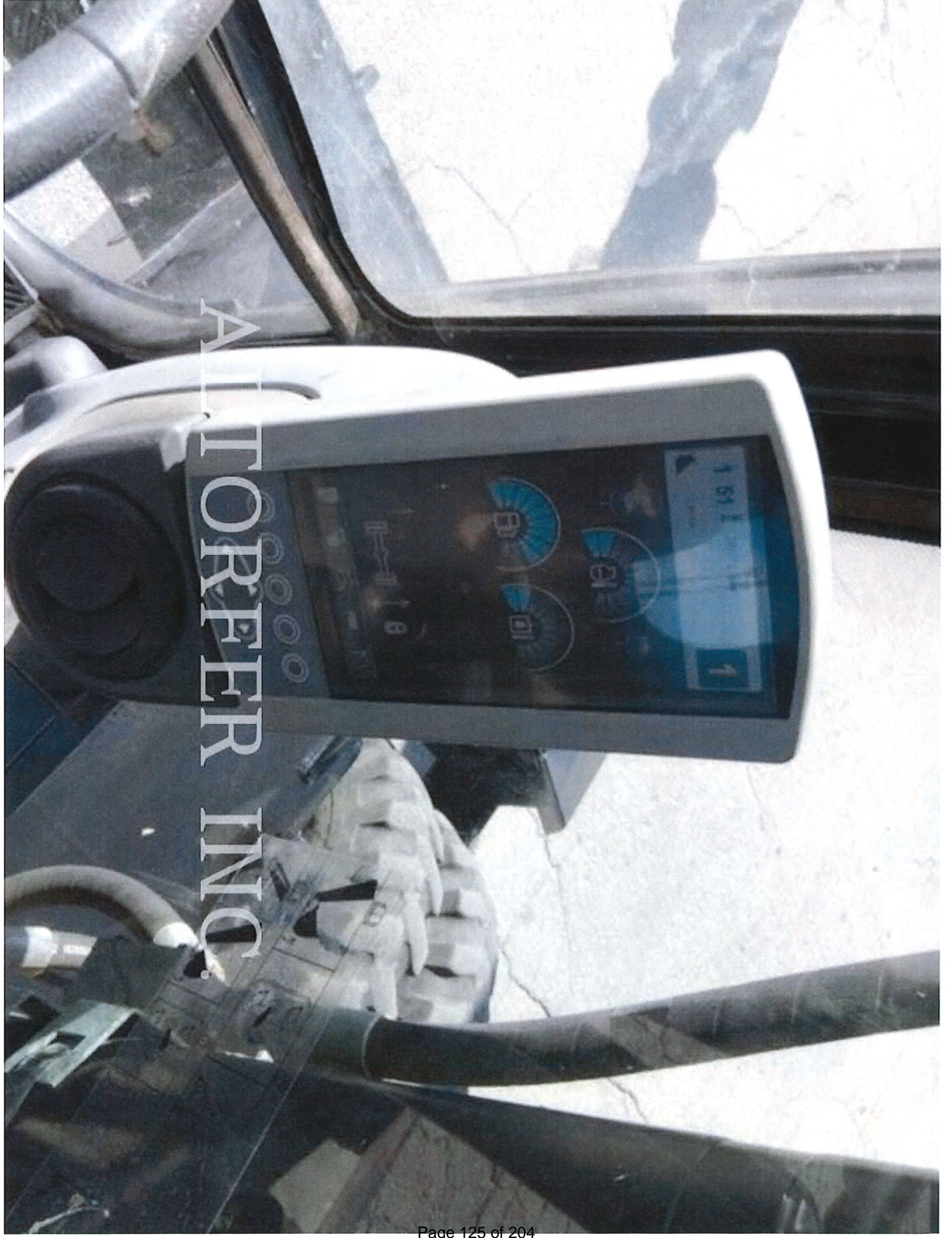
AL TORRER INC.



MATTORFER INC.



ALTORFER INC.



AI TORREER INC.

T.A.I.T. FINANCE LLC a division of
TRUCK AND IRON TRADERS LLC
 PO BOX 647, 1892 County Street, DIGHTON, MA 02715

Date:
 May 28, 2026

Bill To:
 CITY OF HOLLY HILL
 453 LPG A AVENUE
 HOLLY HILL, FL 32117

Pick up Location:
 1892 COUNTY STREET
 DIGHTON, MA 02715

INSTRUCTIONS: Contact: JOHN 3862489457

	Description	Unit Price	Total
1	2014 2010 CATERPILLAR M322D WHEELED EXCAVATOR SN# DTF2TT00184		\$129,900.00
1	GRADING BUCKET FOR CAT M322D		\$12,000.00
1	TRANSPOTATION TO FL		\$8275.00
		SUBTOTAL	\$150,175.00
	TAX EXEMPT		
		Total Due	\$150,175.00

Thank you for your business!

Please make check payable to: T.A.I.T. FINANCE LLC

Mailing Address for payments: P.O. Box 647, Dighton, MA 02715

Free from all Liens and Encumbrances

All Items Are Sold AS-IS / WHERE-IS with NO Guarantee or Warranty

T.A.I.T. FINANCE LLC A DIVISION OF
(TRUCK AND IRON TRADERS LLC)

1892 COUNTY STREET
PO BOX 647 (MAILING)
DIGHTON, MA 02715

DOMESTIC WIRE INSTRUCTIONS

WIRE INSTRUCTIONS:

T.A.I.T. FINANCE LLC (BANKING)
PO BOX 647
DIGHTON, MA 02715
774-872-0829

CITIZENS BANK
1 CITIZENS DRIVE
RIVERSIDE, RI 02915
877-471-1961j

ABA: 011500120
ACCOUNT NUMBER# 1402434658

FOR INTERNATIONAL WIRES PLEASE ADD

SWIFT CODE: CTZIUS33

2014 CATERPILLAR M322D

USD **\$129,900**

Machine Location: 1892 County Street Dighton,
Massachusetts 02715

Seller Information

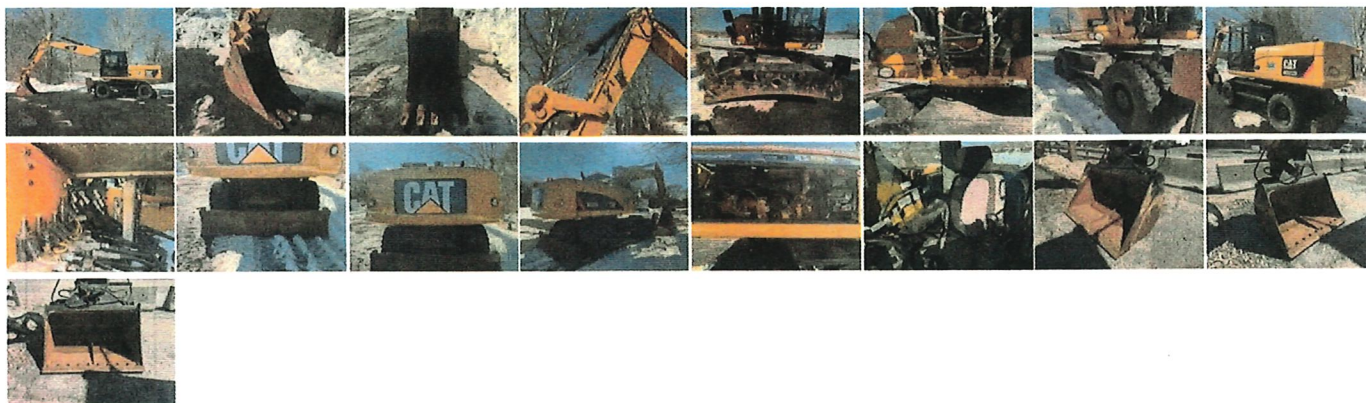
The Sandman's Toybox

Contact: Larry Spellman

Phone: +1 603-637-1726

Tamworth, New Hampshire 03886

+1 603-637-1726



[Hide Thumbnails](#)

Description

2014 CATERPILLAR M322D EXCAVATOR METER READS 2,975 HOURS MULTIPLE LINE AUX. HYDRAULICS CAT QUICK COUPLER REAR OUTRIGGERS HEAT/AC HEATED SEAT JOY-STICK CONTROLS 28" DIGGING BUCKET 54" FLECO TILT BUCKET LIKE NEW - AVAILABLE UPON REQUEST REAR CAMERA NICE EASY LIFE-RUNS GREAT

Specifications

Year	2014	Manufacturer	CATERPILLAR
Model	M322D	Hours	2,975
Serial Number	CATM322DTP2T00184	Condition	Used
Stock Number	LS022720261	Auxiliary Hydraulics	Yes
Quick Attach	Yes	ROPS	Enclosed

[Show As Paragraph](#)



Ship To: SAME AS BELOW

Branch 01 - ALBANY		
Date 05/28/2026	Time 15:05:29 (O)	Page 1
Account No. HOLLY005	Phone No. 3863837351	Est. No.01 Q12326
Ship Via	Purchase Order	
BRADFORD KOSICH		Salesperson 573

Invoice To: CITY OF HOLLY HILL FLORIDA
 453 LPGA AVE
 HOLLY HILL FL 32117

PROFORMA INVOICE

Description	** Q U O T E **	EXPIRY DATE: 06/27/2026	Amount
Stock #: 16759399	Serial #: CATM320FAF2W00352		159500.00
Used 2015 CT M320F - USED CAT M320F RUBBER TIRED EXCAVATOR			
		Sale Total:	159500.00
	Miscellaneous Charges/Credits		
	=====		
FREIGHT CHARGE	Qty: 1 Price: 5800.00		5800.00
		Subtotal:	165300.00
Authorization: _____		Quote Total:	165300.00

THANK YOU FOR YOUR BUSINESS
 YOUR ASSISTANT TODAY WAS BRADFORD KOSICH
 -*****-
 - USED EQUIPMENT SOLD "AS IS" WITH NO EXPRESSED OR IMPLIED WARRANTY
 - THE FREIGHT PRICING IS ONLY AN APPROXIMATE DUE TO THE VOLATILITY OF OF FUEL PRICES. FREIGHT WILL BE PRICED TO THE DAY OF SHIPPING

BUYER'S SIGNATURE: _____ DATE: _____

THIS ORDER IS ONLY VALID WHEN SIGNED AND ACCEPTED BY THE DEALER

CONDITIONS OF SALE AND LIMITED WARRANTY ARE CONTINUED ON THE REVERSE SIDE AND ARE PART OF THIS AGREEMENT

I hereby agree to the conditions of this order, expressed in the foregoing, constituting a purchase contract. I hereby certify that I am of legal age to enter into this contract and acknowledge receipt of a copy of this order. The undersigned individual does hereby guarantee payment of this Retail Purchase Order and Invoice. **Notice to buyer:** Do not sign this contract before you read it or if it contains blank spaces. You are entitled to a copy of the contract you sign.

The equipment listed above was received in satisfactory condition with operators manuals and we received sufficient instruction for the safe operation and care of this equipment.

Sold w/ manufacturer's limited new machine warranty

Sold Used "AS IS"

RECEIVED BY: _____ DELIVERED BY: _____ DATE: _____

2015 CATERPILLAR M320F

USD **\$179,210**

Machine Location: 72 Everett Rd Albany, New York 12205

Seller Information

ABELE TRACTOR & EQUIP CO INC

Contact: Sales Team

Phone: (518) 900-5047

Albany, New York 12205

[Visit Our Website](#)

(518) 900-5047





[Hide Thumbnails](#)

Description

STK# 16759399: 40,250 lb Op. Wt.; Cat C7.1 ACERT Diesel Engine; 169hp; Two Speed Travel System (22mph Max Travel Speed); Three Piece VA Boom; 9' 2" Stick Length; 8' 4" Rear Pusher Blade; Automatic Greasing System; EROPS Cabin w/HVAC; AM/FM Stereo CD Bluetooth; Rear and Side Cameras; Comfort Adjust Seat; LED Work Lights; Dual Rubber Tires. Performance: Aux Hydraulics; 76 gpm Max Aux Flow (hi Pressure); 12.0 gpm Max Aux Flow (Med Pressure); 20.75' Max Dig Depth; 33.33' Max Dig Height; 31.42' Max Reach at Ground Level. 📞 Call to Inquire about rental rates or to arrange for purchase. *** Need a 84" Pad Foot Roller?! Check more ABELE TRACTOR listings for over 1,000 machines and accessories available for rental or purchase*** Did you know ABELE TRACTOR is open on Saturdays from 7:00am to 12:00pm

Specifications

Year	2015	Manufacturer	CATERPILLAR
Model	M320F	Hours	2,295
Serial Number	CATM320FAF2W00352	Condition	Used
Stock Number	16759399	Fuel Capacity	109.6 gal
Operating Weight	40,250 lb	Auxiliary Hydraulics	Yes
Base Ground Clearance	14 in	ROPS	Enclosed
A/C Condition	Excellent	Heater	Yes
Max Travel Speed	22 mph	Horsepower	169 HP
Engine Manufacturer	CAT	Engine Model	C7.1 ACERT

[Show As Paragraph](#)

CITY OF HOLLY HILL
Budget Adjustment Request
Fiscal Year 2025-2026

Requesting Department	Date
Public Works	5/28/2026

TAKE FUNDS FROM ACCOUNT NUMBER:	PROJECT NUMBER:	ACCOUNT DESCRIPTION:	AMOUNT:
407-0000-389-1000		Prior Year Carryover	131,650.00
Total			131,650.00


ADD FUNDS TO ACCOUNT NUMBER:	PROJECT NUMBER:	ACCOUNT DESCRIPTION:	AMOUNT:
407-8110-580-6400		Enterprise Capital Machinery & Equipment	131,650.00
Total			131,650.00

Purpose of Transfer: (include as much detail as possible)

Funds are required to allow for the purchase of a 2015 wheeled excavator as identified during a City Commission Workshop held on April 28, 2026.

Note: Funds can only be transferred within the same fund and same department without requiring further commission action. In addition funds can only be expended after amendment is completed.

----- Management Approvals -----

	5-29-2026	
Department Head Signature	Date	
City Manager Signature	Date	

----- For Finance Use Only -----

Finance Review

Finance Director Signature	Date	Resolution #

RESOLUTION 2026-R-37

A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, RATIFYING YEAR 3 OF THE THREE-YEAR AGREEMENT WITH THE POLICE BENEVOLENT ASSOCIATION OF HOLLY HILL (P.B.A.) OCTOBER 1, 2024 - SEPTEMBER 30, 2027; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, negotiations between management of the City of Holly Hill and representatives from the Police Benevolent Association (P.B.A.) have concluded with an agreement between the representatives and now requires ratification by the City Commission; and

WHEREAS, on May, 19, 2026, management was advised that the members of the P.B.A. voted in support of the proposed agreement.

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

SECTION 1. That the City Commission hereby ratifies the attached Agreement with the P.B.A. as an amendment to the three-year contract, effective the first full pay period in October 2025 and expiring on September 30, 2027.

SECTION 2. That if any section, subsection, sentence, clause, phrase, or portion of this resolution, or application hereof, is for any reason held invalid or unconstitutional by an Court, such portion or application shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions or application hereof.

SECTION 3. That all resolutions made in conflict with this Resolution are hereby repealed.

SECTION 4. That this Resolution shall become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 23rd day of JUNE 2026.

1. Temporary Assignment Pay Increase (Article 15)

Current: Employees temporarily assigned to a higher classification receive a **5% pay increase**.

Proposed: Increase temporary assignment pay to **10%**, retroactive to the first day after meeting eligibility requirements.

Impact: Administrative clarification

2. Grievance Procedure Modifications (Article 17)

Current: Grievances begin with the employee's immediate supervisor or shift commander.

Proposed: Clarifies that grievances are first presented to the employee's immediate supervisor or **Sergeant**.

Impact: Administrative clarification

3. Bereavement Leave Expansion (Article 21)

Increased Leave Hours

Current:

- 40 hours for 2,080-hour employees
- 8 hours for 2,184-hour employees

Proposed:

- 40 hours for 2,080-hour employees
- **48 hours** for 2,184-hour employees

Impact: Administrative clarification

4. Personal Leave Accrual Increases (Article 25)

Accrual Schedule Changes

The proposal replaces the current leave accrual schedule with a more generous schedule in line with most other law enforcement agencies.

Years of Service	Total Hours Accrued Per Year
0 – 5	128 hours
6 – 10	164 hours
11 – 15	200 hours
16 – 20	236 hours
20+	256 hours

Impact: Increase in annual leave accruals spread over a shorter period of time.

5. Leave Carryover Clarification

The proposal restructures language regarding leave carryover and probationary employees.

Key points:

- Employees may generally carry over up to 75% of annual earned leave.
- New employees completing probation may retain 100% of accrued leave until the end of their second full year.

Impact: Administrative clarification

6. Extended Illness Leave Payout Improvements

Current Payout Schedule

Employees receive 50% payout after 1-10 years, increasing gradually to 100% at 20 years.

Proposed Schedule

Years of Service Proposed Payout

1-5 years	50%
6-10 years	65%
11-15 years	80%
16-20 years	100%

Impact: Employees reach higher payout percentages much sooner, increasing the City's termination and retirement leave liability.

7. Personal Leave Sell-Back Changes

Current: Employees may sell back up to 40 hours during the last pay period of November.

Proposed: Sell-back period moves to the last pay period of **September**.

Impact: Administrative timing change with little financial impact.

8. Safety Day Clarifications

The proposal:

- Replaces references to "employees" with "bargaining unit members."
- Clarifies that the Safety Day must be used within the fiscal year earned and cannot be carried over.

Impact: Administrative clarification

9. Overtime Assignment Changes (Article 32)

Current: If no officer can be obtained for coverage, a Sergeant may be called back.

Proposed: If no officer is available, a **Sergeant or Corporal** may be assigned to perform patrol duties.

Impact: Administrative clarification

ARTICLE 15

TEMPORARY ASSIGNMENT TO A HIGHER CLASSIFICATION

15.1 In the event the Chief of Police determines that there is a need to temporarily fill a regularly budgeted vacant position with a bargaining unit member from a lower classification, he shall immediately advise the City Manager of such intention. Vacant shall mean a position that has opened for any reason. If a current eligibility list exists the Chief of Police shall temporarily fill the vacant position from said list. In the event there exist no current eligibility list relative to the budgeted position the Chief of Police may select any bargaining unit member from a lower classification to temporarily fill such budgeted position.

15.2 A bargaining unit member who is temporarily assigned to a position of higher rank shall be entitled to a ~~5%~~ 10% increase in pay after five (5) consecutive days for 2,080 employees, or 5 consecutive shifts for 2,184 employees retroactive to the first day. If the bargaining unit member selected for a temporary assignment is not selected to permanently fill that position, bargaining unit member will be returned to previous classification and pay rate. Temporary assignment pay is paid for all hours actually worked and excludes holidays, vacation, compensatory time used, etc.

MS _____

ARTICLE 17

GRIEVANCE AND ARBITRATION PROCEDURE

17.1 In a mutual effort to provide a harmonious working relationship between the parties to this Agreement, it is agreed and understood that there shall be a procedure for the resolution of grievances between the parties and that such procedure shall cover grievances involving the application, interpretation or violation of this Agreement. City personnel policies or rules which impact items not specifically addressed in this agreement and which affect the terms and conditions of employment of bargaining unit members shall not be changed without the written approval of the Union. A grievance shall be defined as any alleged violation of the specific terms of this Agreement Verbal and Written reprimands may be grieved through Step 3.

17.2 Every effort will be made by the parties to settle any grievance as expeditiously as possible. Any grievance not answered by the City within the prescribed time limits shall automatically advance to the next higher step. Should the grieving party fail to observe the time limits as set forth in the steps of this Article, the grievance shall be considered conclusively abandoned.

17.3 Grievances shall be presented in the following manner, however, should either party be away from duty on compensated leave or official business, that time shall be excluded from the ten (10) Calendar day time frame:

Step 1. The bargaining unit member shall take up his grievance with his immediate supervisor or ~~shift commander~~ Sergeant within ten (10) calendar days of the bargaining unit member's/union's knowledge of the occurrence(s) which gave rise to the grievance. The first step (between the bargaining unit member and his immediate supervisor) shall be on an informal and oral basis, in the form of a meeting, and shall not involve the Association or any other representative of the bargaining unit member unless requested by the bargaining unit member. Discussions will be informal for the purpose of settling the alleged difference in the simplest and most direct manner. The supervisor shall reach a decision and communicate it orally or in writing to the grievant within ten days of the date the

MS _____

ARTICLE 21

BEREAVEMENT LEAVE

21.1 The City agrees that when a death occurs in the immediate family of a bargaining unit member, that bargaining unit member shall receive 40 hours off for 2,080 employees, or ~~8~~ 48 hours off for 2,184 employees without loss of pay or benefits. If the funeral occurs outside of the state of Florida, the Chief of Police shall have discretion to grant additional days off, to be charged from personal leave, extended sick leave or compensatory time which will be counted as scheduled time off. These additional days will not be charged against sick leave incentive eligibility. Bereavement leave must be used within a 3-month time period from date of death.

21.2 The City agrees that the immediate family as cited above shall be defined as Father, Mother, Spouse, Children, Father-in-Law, Mother-in-Law, Brother, Sister, Grandparents, Grandchildren, Brother-in-Law, Sister-in-Law, Step-parents, Step-children or members of the family domiciled in the household to include foster relatives, or any relative who has been declared to be under a court appointed guardianship of the bargaining unit member or the bargaining unit member's spouse.

21.3 Should a Bargaining Unit Member's immediate family suffer from a terminal illness or be placed in hospice care, with a life expedience not to exceed 30 days, a Bargaining Unit Member may utilize bereavement leave in advance in order to provide support, relief and comfort through the end-of-life process. In the event the Bargaining Unit Member uses bereavement leave for this purpose, any additional leave needed for a funeral or memorial service will require the use of other accrued leave (vacation, sick leave, etc.).

21.4 Leave needed to settle an estate, close out a home or otherwise manage the affairs of a deceased member of a Bargaining Unit Member's immediate family requires that the Bargaining Unit Member use accrued leave (vacation, sick, personal leave, etc.).

ARTICLE 25

PERSONAL LEAVE

25.1 Personal Leave may be used by a bargaining unit member for the following reasons:

1. For rest and relaxation, scheduled personal leave is available for use only after completing six (6) months of service. The use of scheduled personal leave, safety day and compensatory time must be scheduled ahead of time. Bargaining unit bargaining unit members must provide a 3-day advance notice to request the use of scheduled personal leave, the use of the safety day and compensatory time of two (2) days or less and provide a minimum of a 5-day notice for requests of scheduled personal leave or compensatory leave time of three (3) days or more. The Department will make every effort to grant the request, however, there is no guarantee this will occur

2. For medical appointments and/or short-term illnesses; for purpose of attending to a sick or injured family member; for child care purposes; for court appearances of a personal nature; for funerals of those friends or relatives not in the immediate family; for nationally recognized religious holidays not covered under the holiday benefit; and for any other reasons as may be approved by your supervisor. A scheduled day off requires three (3) calendar days written notice and approval is at the discretion of the Police Chief/Designee.

3. For unscheduled emergencies with supervisor approval; an unscheduled leave may be requested with short notice to attend to critical situations which could not have been anticipated. The bargaining unit member must provide a reason for this request. The rate of accrual will be as follows:

Years of Service	Total # hrs/yr accrued
0-3	+120 hours
4-8	+144 hours

MS

9 – 13	160 hours
14 – 18	184 hours
19 – 23	224 hours
24 – 28	240 hours
29 +	256 hours

<u>Years of Service</u>	<u>Total Hours Accrued Per Year</u>
<u>0 – 5</u>	<u>128 hours</u>
<u>6 – 10</u>	<u>164 hours</u>
<u>11 – 15</u>	<u>200 hours</u>
<u>16 – 20</u>	<u>236 hours</u>
<u>20+</u>	<u>256 hours</u>

Bargaining unit members covered by this agreement will accrue personal leave hours on a bi-weekly, prepay period basis. Upon separation or termination, payment will be made at straight time for any unused accrued time up to the maximum of 720 hours.

All bargaining unit members shall take scheduled leave as earned yearly, however, a bargaining

All bargaining unit members shall use scheduled leave as earned annually; however, a bargaining unit member may carry over up to seventy-five percent (75%) of earned annual leave into the succeeding year. Carryover in excess of seventy-five percent (75%) shall require written approval from both the Department Head and the City. Upon completing one (1) year of service and successfully completing the probationary period, bargaining unit members may retain one hundred percent (100%) of their accrued leave until the end of their second full year of employment with the Department not to exceed 23 months in total. Unit member may carry over seventy five percent (75%) of earned annual leave to a succeeding year. No more than seven five (75%) of earned annual leave may be carried over to a succeeding year without written approval from both the bargaining unit members department head and City Manager. Personal leave may be accumulated to a maximum

of 720 hours.

25.2 Extended Leave. In addition to Personal Leave, a bargaining unit member will accrue

Extended Illness Leave. This leave is to be used for Bargaining Unit Member's illnesses or injuries involving hospitalization or absences of three or more clays. If absences exceed four or more

MS _____

consecutive days, a doctor’s note will be required upon return to work. There is no limit to the number of hours which may be accrued in this account. A bargaining unit members will accrue this leave at a rate of four (4) hours per month, six (6) days per year, regardless of length of service. Upon termination, bargaining unit members will be paid for any unused accrued extended illness leave at the bargaining unit member's current rate of pay according to the following schedule:

<u>Completed Years of Service</u>	<u>Percentage of Payment</u>
1 – 10	50%
11	55
12	60
13	65
14	70
15	75
16	80
17	85
18	90
19	95
20+	100

<u>Completed Years of Service</u>	<u>Percentage of Payment</u>
1 – 5	50%
6 – 10	65%
11 – 15	80%
16 – 20	100%

Note: Payment will be based on a maximum of 720 hours only.

Bargaining unit members who receive retirement benefits from their pension fund under a normal or disability retirement, shall be entitled to payment of 100% of extended leave regardless of years of service.

For sickness and unforeseen emergencies, as much notice as possible shall be given. The bargaining unit member must provide a reason for this unscheduled request. Other than unforeseen emergencies, all requests for any leave must be made in writing including compensatory time.

MS _____

25.3 Bargaining unit members shall have the option of selling back up to (40) hours of Personal Leave in ~~last~~ first pay period of ~~November~~ September at the rate of pay as of the date of sell-back. ~~Effective October 1, 2016~~ b Bargaining unit members must maintain a minimum balance of 100 hours Personal Leave, after sell back time, in order to sell back any Personal Leave under this section.

25.4 Safety Day Leave. All eligible bargaining unit members employees shall receive one (1) additional day of annual leave (to be termed a Safety Day), provided the bargaining unit member employee has experienced no work-related injury in the previous fiscal year (October 1 - September 30) as a result of any job-related accident.

The Safety Day must be taken as a full-day and not in increments and cannot be carried over to a subsequent fiscal year. Unused Safety Day Leave shall be forfeited after the first full pay period of September each year. ~~The Safety Day must be taken within the fiscal year (October 1—September 30) after it is earned and cannot be carried over.~~ Use of this day requires pre-approval by bargaining unit members employee's Supervisor or Police Chief (8 hour day & 12 hour day for the respective permanently scheduled positions). No loss of time is defined as taking a half day or more off due to an on the job injury.

MS _____

ARTICLE 32

PROMOTION OF SAFETY

32.1 The City and the P.B.A. (Union) will cooperate in the continuing objective of eliminating safety and health hazards due to unsafe working conditions.

32.2 To maintain safety for street officers the Department shall endeavor to maintain a minimum shift manning level of which there shall be at least three (3) uniformed officers, one (1) of which must be a full-time uniformed officer, and one (1) full-time uniformed Supervisor. If the shift level goes below the three (3) officers, the officer in charge shall take immediate steps to obtain minimum levels. Travel to the County Jail or Hospital does not constitute the shift being below staffing levels.

32.3 Overtime assignments will primarily reflect the needs of the department, and to the extent practicable, the preference of affected officers as periodically communicated in writing to the Chief of Police.

32.4 A rotation list comprised of full-time and part-time certified officers will be maintained. In the event it is necessary to designate overtime shift or hours or to fill special detail duties assignments, seniority of the officers on the rotation list will be the criteria used. The first officer contacted will be placed on alert to work in case no one on the rotation list is reached. The Police Chief/designee after exhausting the entire rotation list and failing to reach anyone has the right to order any bargaining unit member to work that shift. If the City is unable to get a Police Officer to return to work, a **sergeant corporal** may be called to perform the duties of a patrol officer.

32.5 If bargaining unit members of equal rank wish to trade schedules such request may be granted at the discretion of the Chief of Police or his designee.

MS _____

ARTICLE 15

TEMPORARY ASSIGNMENT TO A HIGHER CLASSIFICATION

15.1 In the event the Chief of Police determines that there is a need to temporarily fill a regularly budgeted vacant position with a bargaining unit member from a lower classification, he shall immediately advise the City Manager of such intention. Vacant shall mean a position that has opened for any reason. If a current eligibility list exists the Chief of Police shall temporarily fill the vacant position from said list. In the event there exist no current eligibility list relative to the budgeted position the Chief of Police may select any bargaining unit member from a lower classification to temporarily fill such budgeted position.

15.2 A bargaining unit member who is temporarily assigned to a position of higher rank shall be entitled to a 10% increase in pay after five (5) consecutive days for 2,080 employees, or 5 consecutive shifts for 2,184 employees retroactive to the first day. If the bargaining unit member selected for a temporary assignment is not selected to permanently fill that position, bargaining unit member will be returned to previous classification and pay rate. Temporary assignment pay is paid for all hours actually worked and excludes holidays, vacation, compensatory time used, etc.

ARTICLE 17

GRIEVANCE AND ARBITRATION PROCEDURE

17.1 In a mutual effort to provide a harmonious working relationship between the parties to this Agreement, it is agreed and understood that there shall be a procedure for the resolution of grievances between the parties and that such procedure shall cover grievances involving the application, interpretation or violation of this Agreement. City personnel policies or rules which impact items not specifically addressed in this agreement and which affect the terms and conditions of employment of bargaining unit members shall not be changed without the written approval of the Union. A grievance shall be defined as any alleged violation of the specific terms of this Agreement Verbal and Written reprimands may be grieved through Step 3.

17.2 Every effort will be made by the parties to settle any grievance as expeditiously as possible. Any grievance not answered by the City within the prescribed time limits shall automatically advance to the next higher step. Should the grieving party fail to observe the time limits as set forth in the steps of this Article, the grievance shall be considered conclusively abandoned.

17.3 Grievances shall be presented in the following manner, however, should either party be away from duty on compensated leave or official business, that time shall be excluded from the ten (10) Calendar day time frame:

Step 1. The bargaining unit member shall take up his grievance with his immediate supervisor Or Segeant within ten (10) calendar clays of the bargaining unit member's/union's knowledge of the occurrence(s) which gave rise to the grievance. The first step (between the bargaining unit member and his immediate supervisor) shall be on an informal and oral basis, in the form of a meeting, and shall not involve the Association or any other representative of the bargaining unit member unless requested by the bargaining unit member. Discussions will be informal for the purpose of settling the alleged difference in the simplest and most direct manner. The supervisor shall reach a decision and communicate it orally or in writing to the grievant within ten days of the date the 27

ARTICLE 21

BEREAVEMENT LEAVE

21.1 The City agrees that when a death occurs in the immediate family of a bargaining unit member, that bargaining unit member shall receive 40 hours off for 2,080 employees, or 48 hours off for 2,184 employees without loss of pay or benefits. If the funeral occurs outside of the state of Florida, the Chief of Police shall have discretion to grant additional days off, to be charged from personal leave, extended sick leave or compensatory time which will be counted as scheduled time off. These additional days will not be charged against sick leave incentive eligibility. Bereavement leave must be used within a 3-month time period from date of death.

21.2 The City agrees that the immediate family as cited above shall be defined as Father, Mother, Spouse, Children, Father-in-Law, Mother-in-Law, Brother, Sister, Grandparents, Grandchildren, Brother-in-Law, Sister-in-Law, Step-parents, Step-children or members of the family domiciled in the household to include foster relatives, or any relative who has been declared to be under a court appointed guardianship of the bargaining unit member or the bargaining unit member's spouse.

21.3 Should a Bargaining Unit Member's immediate family suffer from a terminal illness or be placed in hospice care, with a life expedience not to exceed 30 days, a Bargaining Unit Member may utilize bereavement leave in advance in order to provide support, relief and comfort through the end-of-life process. In the event the Bargaining Unit Member uses bereavement leave for this purpose, any additional leave needed for a funeral or memorial service will require the use of other accrued leave (vacation, sick leave, etc.).

21.4 Leave needed to settle an estate, close out a home or otherwise manage the affairs of a deceased member of a Bargaining Unit Member's immediate family requires that the Bargaining Unit Member use accrued leave (vacation, sick, personal leave, etc.).

ARTICLE 25

PERSONAL LEAVE

25.1 Personal Leave may be used by a bargaining unit member for the following reasons:

1. For rest and relaxation, scheduled personal leave is available for use only after completing six (6) months of service. The use of scheduled personal leave, safety day and compensatory time must be scheduled ahead of time. Bargaining unit bargaining unit members must provide a 3-day advance notice to request the use of scheduled personal leave, the use of the safety day and compensatory time of two (2) days or less and provide a minimum of a 5-day notice for requests of scheduled personal leave or compensatory leave time of three (3) days or more. The Department will make every effort to grant the request, however, there is no guarantee this will occur

2. For medical appointments and/or short-term illnesses; for purpose of attending to a sick or injured family member; for child care purposes; for court appearances of a personal nature; for funerals of those friends or relatives not in the immediate family; for nationally recognized religious holidays not covered under the holiday benefit; and for any other reasons as may be approved by your supervisor. A scheduled day off requires three (3) calendar days written notice and approval is at the discretion of the Police Chief/Designee.

3. For unscheduled emergencies with supervisor approval; an unscheduled leave may be requested with short notice to attend to critical situations which could not have been anticipated. The bargaining unit member must provide a reason for this request. The rate of accrual will be as follows:

<u>Years of Service</u>	<u>Total Hours Accrued Per Year</u>
<u>0 – 5</u>	<u>128 hours</u>
<u>6 – 10</u>	<u>164 hours</u>
<u>11 – 15</u>	<u>200 hours</u>
<u>16 – 20</u>	<u>236 hours</u>
<u>20+</u>	<u>256 hours</u>

Bargaining unit members covered by this agreement will accrue personal leave hours on a bi-weekly, prepay period basis. Upon separation or termination, payment will be made at straight time for any unused accrued time up to the maximum of 720 hours.

All bargaining unit members shall use scheduled leave as earned annually; however, a bargaining unit member may carry over up to seventy-five percent (75%) of earned annual leave into the succeeding year. Carryover in excess of seventy-five percent (75%) shall require written approval from both the Department Head and the City. Upon completing one (1) year of service and successfully completing the probationary period, bargaining unit members may retain one hundred percent (100%) of their accrued leave until the end of their second full year of employment with the Department not to exceed 23 months in total. Personal leave may be accumulated to a maximum of 720 hours.

25.2 Extended Leave. In addition to Personal Leave, a bargaining unit member will accrue Extended Illness Leave. This leave is to be used for Bargaining Unit Member's illnesses or injuries involving hospitalization or absences of three or more days. If absences exceed four or more consecutive days, a doctor's note will be required upon return to work. There is no limit to the number of hours which may be accrued in this account. A bargaining unit members will accrue this leave at a rate of four (4) hours per month, six (6) days per year, regardless of length of service. Upon termination, bargaining unit members will be paid for any unused accrued extended illness leave at the bargaining unit member's current rate of pay according to the following schedule:

Completed Years of Service	Percentage of Payment
1 – 5	50%
6 – 10	65%
11 – 15	80%
16 – 20	100%

Note: Payment will be based on a maximum of 720 hours only.

Bargaining unit members who receive retirement benefits from their pension fund under a normal or disability retirement, shall be entitled to payment of 100% of extended

leave regardless of years of service.

For sickness and unforeseen emergencies, as much notice as possible shall be given. The bargaining unit member must provide a reason for this unscheduled request. Other than unforeseen emergencies, all requests for any leave must be made in writing including compensatory time.

25.3 Bargaining unit members shall have the option of selling back up to (40) hours of Personal Leave in first pay period of September at the rate of pay as of the date of sell-back. Bargaining unit members must maintain a minimum balance of 100 hours Personal Leave, after sell back time, in order to sell back any Personal Leave under this section.

25.4 Safety Day Leave. All eligible bargaining unit members employees shall receive one (1) additional day of annual leave (to be termed a Safety Day), provided the bargaining unit member employee has experienced no work-related injury in the previous fiscal year (October 1 - September 30) as a result of any job-related accident.

The Safety Day must be taken as a full-day and not in increments and cannot be carried over to a Subsequent fiscal year. Unused safety Day Leave shall be forfeited after the first full pay period of September each year.

Use of this day requires pre-approval by bargaining unit members employee's Supervisor or Police Chief (8 hour day & 12 hour day for the respective permanently scheduled positions). No loss of time is defined as taking a half day or more off due to an on the job injury.

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32.2 To maintain safety for street officers the Department shall endeavor to maintain a minimum shift manning level of which there shall be at least three (3) uniformed officers, one (1) of which must be a full-time uniformed officer, and one (1) full-time uniformed Supervisor. If the shift level goes below the three (3) officers, the officer in charge shall take immediate steps to obtain minimum levels. Travel to the County Jail or Hospital does not constitute the shift being below staffing levels.

32.3 Overtime assignments will primarily reflect the needs of the department, and to the extent practicable, the preference of affected officers as periodically communicated in writing to the Chief of Police.

32.4 A rotation list comprised of full-time and part-time certified officers will be maintained. In the event it is necessary to designate overtime shift or hours or to fill special detail duties assignments, seniority of the officers on the rotation list will be the criteria used. The first officer contacted will be placed on alert to work in case no one on the rotation list is reached. The Police Chief/designee after exhausting the entire rotation list and failing to reach anyone has the right to order any bargaining unit member to work that shift. If the City is unable to get a Police Officer to return to work, corporal may be called to perform the duties of a patrol officer.

32.5 If bargaining unit members of equal rank wish to trade schedules such request may be granted at the discretion of the Chief of Police or his designee.

DISCUSSION:

The Holly Hill Police Department serves as a critical public safety facility and emergency response center for the city. During periods of excessive rainfall and hurricane events, the Police Department has experienced significant flooding issues caused by deficiencies in the existing stormwater drainage infrastructure. These conditions have the potential to disrupt police operations, damage City assets, and hinder the Department’s ability to provide uninterrupted public safety services during emergency situations.

To address this need, the City of Holly Hill has been awarded funding through the Florida Division of Emergency Management’s Hurricane Loss Mitigation Program (HLMP) for Fiscal Year 2025-2026. The City has been awarded \$120,014 for the Holly Hill Police Department Pipe Improvement Project. The project will provide mitigation improvements designed to reduce flooding impacts and improve stormwater drainage at the Police Department facility.

The HLMP award is a cost reimbursement grant with no local match requirement. The grant period extends from July 1, 2026, through June 30, 2027.

Acceptance of this grant will allow the City to address a long-standing flooding concern at a critical public safety facility while strengthening the City's resilience to severe weather events. The project supports the continued operation of essential police services during hurricanes and other significant storm events and helps protect public infrastructure from future damage.

FISCAL ANALYSIS:

The City has been awarded \$120,014 through the Florida Division of Emergency Management’s Hurricane Loss Mitigation Program (HLMP) for the Holly Hill Police Department Pipe Improvement Project. This is a cost reimbursement grant with no local match requirement. The Fiscal Year 2025-2026 budget will be amended to recognize grant revenue and appropriate expenditures associated with the project. Eligible project costs will be reimbursed by the State up to the approved grant award amount of \$120,014 (see Budget Amendment, Attachment A).

STAFF RECOMMENDATION:

Approval and acceptance of the Hurricane Loss Mitigation Program (HLMP) grant award in the amount of \$120,014 for the Holly Hill Police Department Pipe Improvement Project and authorization for the City Manager to execute the grant agreement and all related documents necessary for grant administration and reimbursement.

COMMISSION GOAL:

Goal #4: Provide proficient public health and safety services in terms of police and fire protection, water, storm water, waste water and solid waste management and disaster preparedness with a focus on intergovernmental collaboration, private sector partnerships, and utilization of technologies and proven innovations.

RESOLUTION 2026-R-38

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE ACCEPTANCE OF A HURRICANE LOSS MITIGATION PROGRAM (HLMP) GRANT AWARD FROM THE FLORIDA DIVISION OF EMERGENCY MANAGEMENT (FDEM); AMENDING THE ADOPTED BUDGET FOR FISCAL YEAR 2025-2026 TO RECOGNIZE GRANT REVENUE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Florida Division of Emergency Management (FDEM) has awarded the City of Holly Hill funding through the Hurricane Loss Mitigation Program (HLMP) for Fiscal Year 2025-2026; and

WHEREAS, the City of Holly Hill has been awarded \$120,014.00 in State grant funding for the Holly Hill Police Department Pipe Improvement Project; and

WHEREAS, the purpose of the project is to provide mitigation retrofit improvements as identified in the City’s approved FY 2025-2026 Hurricane Loss Mitigation application; and

WHEREAS, the grant award provides \$120,014.00 in State funding with no local match requirement, for a total project cost of \$120,014.00, and the grant is administered on a cost reimbursement basis whereby the City will be reimbursed for eligible project expenditures up to the approved grant amount; and

WHEREAS, the grant period of performance is July 1, 2026 through June 30, 2027; and

WHEREAS, the City Commission finds that acceptance of this grant funding is in the best interest of the city and will enhance the resiliency and protection of public facilities; and

WHEREAS, this Resolution will amend the Fiscal Year 2025-2026 budget to recognize \$120,014.00 in grant revenue and authorize expenditures associated with the project.

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

SECTION 1. The City Commission hereby accepts the Hurricane Loss Mitigation Program (HLMP) grant award from the Florida Division of Emergency Management in the amount of One Hundred Twenty Thousand Fourteen Dollars (\$120,014.00) for the Holly Hill Police Department Pipe Improvement Project.

SECTION 2. The City Commission of the City of Holly Hill hereby amends the Fiscal Year 2025-2026 budget by revising the budget in total pursuant to the itemizations contained in Exhibit “A,” which is attached hereto and incorporated herein.

SECTION 3. SEVERABILITY. 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 4. EFFECTIVE DATE. This Resolution shall become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 23rd day of JUNE 2026.



STATE OF FLORIDA DIVISION OF EMERGENCY MANAGEMENT



Ron DeSantis, Governor

Kevin Guthrie, Executive Director

June 8, 2026

Mary Mearsheimer
City of Holly Hill
1065 Ridgewood Avenue
Holly Hill, FL 32117-2898

Reference: FY 2026-2027 Hurricane Loss Mitigation Program (HLMP) Award Letter

Dear Mary Mearsheimer,

The Florida Division of Emergency Management is pleased to award grant funding through the Hurricane Loss Mitigation Program as outlined below. The Recipient will provide mitigation retrofit improvements as identified in the submitted FY 2026-2027 application. The proposed project type and budget submitted with your application are hereby conditionally approved.

Project Title and Activity	Total State (HLMP) Share	Total Local Share	Total Project Cost
Holly Hill Police Department Pipe Improvement Project	\$120,014	\$0	\$120,014

The effective date of this award is July 1, 2026. The period of performance for this grant is July 1, 2026 – June 30, 2027. The HLMP grant is a cost reimbursement grant. The Division will reimburse the Recipient for eligible project costs not to exceed the approved State (HLMP) share.

To accept or decline the grant award, please send an e-mail to Samantha Stapleton at Samantha.Stapleton@em.myflorida.com no later than **June 22, 2026**. If accepting the grant award, please include the point of contact (POC) designated to manage this award and project including the address and phone number. If the remittance address to receive payments is different from the POC's address, please provide the remittance address in order to receive payments/reimbursements.

If you have any questions, please contact Samantha Stapleton, HLMP Grant Manager, at Samantha.Stapleton@em.myflorida.com or 850-567-4440.

Sincerely,

Laura Dhuwe
Chief of Mitigation
State Hazard Mitigation Officer

CITY OF HOLLY HILL
Budget Amendment Request
Fiscal Year 2025-2026

Requesting Department Finance	Date 6/23/2026
----------------------------------	-------------------

ADD FUNDS TO ACCOUNT NUMBER:	PROJECT NUMBER:	ACCOUNT DESCRIPTION:	AMOUNT:
301-0000-334-5100		State Grants/FDEM	120,014.00
Total			120,014.00

ADD FUNDS TO ACCOUNT NUMBER:	PROJECT NUMBER:	ACCOUNT DESCRIPTION:	AMOUNT:
301-0000-334-1020	26BG08	Infrastructure	120,014.00
Total			120,014.00

Purpose of Transfer: (include as much detail as possible)
 Reocrd receipt of the Florida Division of Emergecny Management Hurricane Loss Mitigation Program grant and resulting expenditure for infrastructure improvements to the Police Department.

Note: Funds can only be transferred within the same fund and same department without requiring further commission action. In addition funds can only be expended after amendment is completed.

----- Management Approvals-----

	Date
Department Head Signature	Date
	Date
City Manager Signature	Date

----- For Finance Use Only -----

Finance Review

	Date	Resolution #
Finance Director Signature	Date	Resolution #

DISCUSSION:

On September 9, 2022, wave action associated with Hurricane Ian caused substantial damages to the Ross Point Pier. While awaiting determination from the Federal Emergency Management Agency (FEMA) regarding financial coverage, Hurricane Milton destroyed the remainder of the pier on October 9, 2024. FEMA ultimately denied coverage and a subsequent appeal from the City. The remnants of the pier and boardwalk were removed in the beginning of 2026.

The City Commission held a workshop in which a determination was made to pursue replacing the pier with a hardened structure more likely to withstand future storm events. The proposed pier will be designed to include concrete pilings, through flow decking and aluminum handrails.

In accordance with this directive, staff has requested a proposal from Dredging and Marine Consultants (DMC) for the engineering, design, permitting, bidding assistance and construction administration for such a pier. The proposal from DMC is in the amount of \$171,920 and is included under "Exhibit A".

The City had selected DMC as a continuing services consultant on January 25, 2022 for an initial term of five (5) years. The fully executed agreement is included under "Exhibit B".

FISCAL ANALYSIS:

Engineering related costs are generally between 9% and 11% of the construction cost. The engineer's estimate for construction is \$1,811,000. Accordingly, staff have deemed the cost proposed by DMC to be reasonable at 9.5%.

Staff recommend that the proposal from DMC be approved, but only the pre-construction tasks be funded at this time. The pre-construction tasks include field investigations, design and engineering, permitting preparation, submission and response (permit fees to be borne by the city) and bidding assistance for a total cost of \$125,100. A budget amendment is included under "Exhibit C" to fund these tasks.

Task number five for construction inspection and management in the amount of \$46,820 will be proposed to be allocated in the fiscal year 2026-2027 budget and awarded concurrently with a construction contract.

STAFF RECOMMENDATION:

Approve the agreement with Dredging and Marine Consultants for field investigations, design and engineering, permitting preparation, permit submission, permit response, bidding assistance and construction administration related to the Ross Point Pier Replacement, approve a budget amendment in the amount of \$125,100 to fund pre-construction tasks this work, and authorize the City Manager to execute the same.

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.

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.

RESOLUTION:

APPROVE AN AGREEMENT WITH DREDGING AND MARINE CONSULTANTS FOR FIELD INVESTIGATIONS, DESIGN AND ENGINEERING, PERMITTING PREPARATION, PERMIT SUBMISSION, PERMIT RESPONSE, BIDDING ASSISTANCE AND CONSTRUCTION ADMINISTRATION RELATED TO THE ROSS POINT PIER REPLACEMENT, APPROVE A BUDGET AMENDMENT IN THE AMOUNT OF \$125,100 TO FUND PRE-CONSTRUCTION TASKS FOR THIS WORK, AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE SAME; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

RESOLUTION 2026-R-39

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING AN AGREEMENT WITH DREDGING AND MARINE CONSULTANTS FOR FIELD INVESTIGATIONS, DESIGN AND ENGINEERING, PERMITTING PREPARATION, PERMIT SUBMISSION, PERMIT RESPONSE, BIDDING ASSISTANCE AND CONSTRUCTION ADMINISTRATION RELATED TO THE ROSS POINT PIER REPLACEMENT, APPROVE A BUDGET AMENDMENT IN THE AMOUNT OF \$125,100 TO FUND PRE-CONSTRUCTION TASKS FOR THIS WORK, AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE SAME; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Ross Point Pier was severely damaged during Hurricanes Ian and Milton; and

WHEREAS, the Federal Emergency Management Agency (FEMA) has declined to cover damages to the pier; and

WHEREAS, the City Commission has determined that a replacement hardened pier is desired; and

WHEREAS, staff have received a proposal for the design phase of the Ross Point Pier Replacement Project from Dredging and Marine Consultants at a cost of \$171,920; and

WHEREAS, the city has an active continuing consultant services agreement with Dredging and Marine Consultants; and

WHEREAS, staff recommend that the City Commission approve the proposal with Dredging and Marine Consultants, but only fund the pre-construction tasks at this time at a cost of \$125,100; and

WHEREAS, a budget amendment is needed in order to fund these purchases.

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

SECTION 1. That the City Commission of the City of Holly Hill approve an agreement with Dredging and Marine Consultants for field investigations, design and engineering, permitting preparation, permit submission, permit response and bidding assistance related to the Ross Point Pier Replacement and authorize the City Manager to execute the same.

SECTION 2. That the City Commission of the City of Holly Hill approve a budget amendment request in the amount of \$125,100 to fund pre-construction tasks of the agreement.

SECTION 3. 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 4. EFFECTIVE DATE. This Resolution shall become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 23rd day of JUNE 2026.

May 27, 2026

Mr. Steven Juengst
Administration Manager
Department of Public Works, City of Holly Hill
453 LPGA Blvd
Holly Hill, FL 32117

**RE: Ross Point Park Observation Pier
Engineering & Design, Permitting, Bidding, and Construction Management & Inspection; City of
Holly Hill**

Dear Mr. Juengst,

Dredging & Marine Consultants LLC (DMC) is pleased to submit the following proposal to provide professional Engineering & Design, Permitting, Bidding, and Construction Management & Inspection services for the replacement of the pier at the Ross Point Park, located at 611 Riverside Dr., Holly Hill, FL 32117 that was damaged in recent storm events.

Scope of Services: DMC will perform the tasks below:

Task 1: Field Investigations – DMC staff will conduct a comprehensive site visit to assess existing site conditions and identify environmental challenges. Under this task, DMC will facilitate and coordinate the following:

- Geotechnical investigations, to include two (2) in-water SPT borings to a depth of 40ft and two (2) upland augur boring to a depth of 10ft.
- Topographic survey
- Sovereign Submerged Land Lease
- Benthic Survey

Task 1 Budget: \$33,000

Task 2: Design & Engineering – Under this task DMC will provide engineering design services for the following:

- Replacement of the approximately 4560+/- square feet of observation pier. This will include handrailing along the pier and three covered structures at the end of the pier.

DMC will draft 30%, 60%, and 90% plan sets for City review. After the final review, DMC will provide a signed and sealed 100% construction-ready plan set, technical specifications, and probable cost for construction.

Due to the upcoming Volusia ECHO grant application deadline, DMC will prepare an accelerated signed and sealed plan package suitable for grant submittal. This package will include drawings, opinion of probable construction cost, and supporting documentation required for the ECHO application. In addition, this task includes assisting the City with a Florida Inland Navigation District Construction grant in the 2027 season. Following the ECHO grant submittal, DMC will continue final structural engineering and coordination necessary to advance the documents for permitting, bidding, and construction.

Task 2 Budget: \$60,080

Task 3: Permitting – DMC will coordinate pre-application meetings with the appropriate state and federal regulatory agencies. DMC will compile all drawings, tables, and complete all forms needed to secure FDEP, USACE, and City permits. DMC will respond to all Request for Additional Information. **Permitting fees are the responsibility of the Client.**

Task 3 Budget: \$26,160

Task 4: Bidding Assistance – DMC will assist the City with the following:

- Bid document preparation and collaborate with City's procurement for advertisement and schedule.

- Attend a pre-bid meeting and address any Requests for Information from contractors and provide responses through an addendum during the bidding process.
- Review submitted bid documents.
- Submit a letter of recommendation for contractor selection.

Task 4 Budget: \$5,860

Task 5: Construction Inspection and Management Services – DMC will assist the City with the following:

- Attend pre-construction meeting with the contractor who was awarded the bid, and will discuss critical items, required submittals, scheduling, etc.
- Review all shop drawings and pay requests, change orders, respond to contractor requests for additional information (RFIs) and resolve any disputes that may arise.
- Conduct site visits to monitor progress and coordinate progress meetings with contractor and City staff.
- Provide onsite inspection and engineering assistance during critical stages of the construction process.
- Review and submit final as-builts and certification to the regulatory agencies once construction is complete.

Task 5 Budget: \$46,820

Budget and Schedule: DMC will perform the above services for a Lump Sum fee not to exceed \$171,920.00. We anticipate completion of the services listed in Tasks 1-3 within nine months from City Notice to Proceed.

Should you have any further questions please call 386-304-6505. We look forward to your authorization (Notice-to-Proceed) and to working with you on this project. Thank you.

Respectfully,
Dredging & Marine Consultants, LLC



Mehul J. Patel, P.E.
Senior Project Manager

**Professional Design/CEI Services for Roadways, Stormwater and Utilities Projects
(RFQ)#22-PW-01**

THIS AGREEMENT is made and entered into this **25 day of January, 2022**, by and between **Dredging & Marine Consultants, LLC**, duly authorized to conduct business in the State of Florida and whose address is 4643 S Clyde Morris , Port Orange, FL 32129, hereinafter, called “CONSULTANT” and the **CITY OF HOLLY HILL**, a political subdivision of the State of Florida, whose address is 1065 Ridgewood Ave, Holly Hill, FL 32117, hereinafter called “CITY”.

SECTION 1. AGREEMENT. The terms of this Agreement, together with the incorporation of the terms and conditions of the Request for Qualifications (RFQ #22-PW-01), and any exhibits, schedules and attachments hereto, and any and all amendments relating to same, and any and all submittals from CONSULTANT, constitute the entire Agreement between CITY and CONSULTANT. This Agreement is the final, complete and exclusive expression of the terms and conditions of the parties’ Agreement. Any and all prior agreements, representations, negotiations, and understandings made by the parties, oral or written, expressed or implied, are hereby superseded and merged herein.

SECTION 2. TERM OF AGREEMENT. The term of this Agreement shall be for five (5) years from the date of award with two (2) one year extension options which may be exercised at the sole discretion of the City Manager.

SECTION 3. COMPENSATION. For Services rendered, the CITY shall pay the CONSULTANT a lump-sum fee, including or excluding reimbursable expenses as mutually agreed upon. Unless otherwise agreed in a Scope of Services, the CONSULTANT will invoice the City monthly based upon the CONSULTANT’s estimate of the portion of the total Services actually completed at the time of billing.

SECTION 4. REIMBURSABLE EXPENSES. “Reimbursable Expenses” means the actual, necessary and reasonable expenses incurred directly or indirectly in connection with the Project for: transportation and subsistence incidental thereto for travel; toll telephone calls and facsimiles; reproduction of reports, drawings and specifications, and similar Project-related items; as provided in the City’s Purchasing Policy.

SECTION 5. NOTICES. Whenever either party desires to give notice unto the other, it must be given by written notice, sent by registered or certified United States mail, return receipts requested, addressed to the party for whom it is intended at the place last specified. The place for giving of notice shall remain such until it shall have been changed by written notice in compliance with the provisions of this Section. For the present, the parties designate the following as the respective places for giving of notice, to-wit:

For City:

Valerie Manning, City Clerk
City of Holly Hill
1065 Ridgewood Ave.
Holly Hill, FL 32117
(386)248-9441

For Consultant:

Shailesh K. Patel, President (Name, Title)
Dredging & Marine Consultants, LLC (Company)
4643 S. Clyde Morris Blvd. Unit 302 (Address)
Port Orange, FL 32129 (City, State, Zip)
386-304-6505 (Phone)



SECTION 6. RIGHTS AT LAW RETAINED. The rights and remedies of CITY, provided for under this Agreement, are in addition and supplemental to any other rights and remedies provided by law.

SECTION 7. CONTROLLING LAW, VENUE, ATTORNEY'S FEES. This Agreement is to be governed, construed, and interpreted by, through and under the laws of Florida. Venue for any litigation between the parties to this Agreement shall be in the County of Volusia, Florida and any trial shall be non-jury. The prevailing party in any litigation arising from or related to this Agreement shall be reimbursed reasonable attorney fees and costs, including all fees and costs of an appeal.

SECTION 8. MODIFICATIONS TO AGREEMENT. This Agreement and any exhibits, amendments and schedules may only be amended, supplemented, modified or canceled by a written instrument duly executed by the parties hereto of equal dignity herewith.

SECTION 9. SEVERABILITY. If, during the term of this Agreement, it is found that a specific clause or condition of this Agreement is illegal under federal or state law, the remainder of the Agreement not affected by such a ruling shall remain in force and effect.

SECTION 10. WAIVER OF JURY TRIAL. THE CITY AND CONSULTANT HAVE SPECIFICALLY WAIVED THE RIGHT TO A JURY TRIAL CONCERNING ANY DISPUTES WHICH MAY ARISE CONCERNING THIS AGREEMENT.

SECTION 11. NON-WAIVER. No indulgence, waiver, election or non-election by CITY under this Agreement shall affect CONSULTANT's duties and obligations hereunder.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on the date written above for execution by CITY.

WITNESSES:

Valerie Manning 

CITY OF HOLLY HILL 

Joseph Forte
Joseph Forte, City Manager

Dated: 8-1-2022

WITNESSES:

Shailish K. Patel

FIRMS

By: Shailish K. Patel
Shailish K. Patel, President
Dredging & Marine Consultants, LLC

Dated: 7-27-2022

Byron Smith

Approved by the City Commission of Holly Hill at a meeting held on this 25th day of January, 2022 under Agenda Item No. 8 (3) Consent Agenda.



CITY OF HOLLY HILL
Budget Adjustment Request
Fiscal Year 2025-2026

Requesting Department	Date
Public Works	6/9/2026

TAKE FUNDS FROM ACCOUNT NUMBER:	PROJECT NUMBER:	ACCOUNT DESCRIPTION:	AMOUNT:
301-8110-580-6300	22BG12	Capital Infrastructure - Sunrise Park Improvements	125,100.00
Total			125,100.00

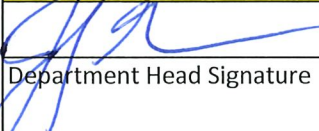
ADD FUNDS TO ACCOUNT NUMBER:	PROJECT NUMBER:	ACCOUNT DESCRIPTION:	AMOUNT:
301-8110-580-6300		Capital Infrastructure - Ross Point Pier Design	125,100.00
Total			125,100.00

Purpose of Transfer: (include as much detail as possible)

This budget amendment requests that funds are transferred from the completed Sunrise Park Improvements project into a new project for the design, engineering, permitting and bidding assistance for the replacement Ross Point Pier. Construction Administration will be funded separately upon the award of the construction phase of the project.

Note: Funds can only be transferred within the same fund and same department without requiring further commission action. In addition funds can only be expended after amendment is completed.

----- Management Approvals -----

	6-9-2026
Department Head Signature	Date
City Manager Signature	Date

----- For Finance Use Only -----

Finance Review

Finance Director Signature	Date	Resolution #



**STAFF REPORT
CITY OF HOLLY HILL, FLORIDA**

City Commission

MEETING DATE: June 23, 2026
FROM: Joshua Steele, Senior Planner
SUBJECT: **FIRST READING – 988 3rd St - an Ordinance of the City of Holly Hill, Florida Amending, the Land Development Regulations, by Amending the Official Zoning Map to Designate the Property Described in Exhibit "A" from B-1 (Professional Office/Medical Office District) to B-5 (General Commercial District); Providing for Conflicting Ordinances; Providing for Severability; and Providing an Effective Date.**
NUMBER: 2026-O-3099
APPLICANT: Steven DeVane

TITLE:

Consider a rezone from B-1 (Professional Office/Medical Office District) to B-5 (General Commercial District) for approximately 0.985 acres, located at 988 3rd Street (4244-01-20-0133); (Steven DeVane, Applicant) District 1 (Deborah Snow) (Joshua Steele, Senior Planner)

BACKGROUND:

The Applicant is requesting a rezone from B-1 (Professional Office/Medical Office District) to B-5 (General Commercial District) for approximately 0.985 acres, located at 988 3rd Street (**Exhibit A**). The B-1 zoning district is a commercial zoning district that has a primary use of professional and medical uses with special emphasis on architectural design, site planning, landscaping, and size, location and lighting of signs. The B-5 zoning district is a commercial district allowing uses from the B-1 and B4 zoning district and local retail stores and services primarily for the use of residents of the community and which are less intensive than those uses permitted in the light industrial districts.

The future land use designation of the land is General Retail Commercial and the requested zoning district is compatible with the existing future land use.

The zoning and future land uses (FLU) surrounding the subject property are as follows:

North - A strip plaza with B-5 zoning and General Retail Commercial FLU

South – Multiple commercial/retail buildings with B-1 zoning and General Retail Commercial FLU

East - 4 single-family homes with R-2 zoning and Low-Density Single-Family FLU

West - A strip plaza with B-5 zoning and General Retail Commercial FLU

SITE ANALYSIS:

Floodplain Impacts:

Based on FIRM Map 12127C0356J, (Exhibit B) effective on 9/29/2017, the subject property is flood prone and lies in FEMA FLOOD ZONE A.

Current Conditions:

The site currently is currently vacant.

Wetland Impacts:

Based on preliminary aerial photo and wetland map analysis, there do not appear to be any wetlands on the subject property.

Endangered and Threatened Wildlife:

Based on a preliminary analysis, there do not appear to be any endangered or threatened wildlife on the subject property.

Utilities:

Water and sewer utilities are provided by the City of Holly Hill and are available to the site.

Transportation / Traffic:

The subject site currently accesses onto 3rd Street.

Community Redevelopment Area:

The property is not located within the City's Community Redevelopment Area.

Buffers and Landscaping:

Buffers and landscaping will be required in accordance with Chapter 98 of the Land Development Regulations of Holly Hill.

Sidewalks:

There are no sidewalks in this section of 3rd Street.

Consistency with the Land Development Code

The requested B-5 (General Commercial District) zoning classification is compatible with the surrounding area and the property is enclosed on its northern and western sides by a B-5 parcel.

Consistency with the Comprehensive Plan

In accordance with FLU Policy 1.1.5 - In considering the rezoning of properties or the approval of site development plans, the City is both authorized and compelled to consider not only whether a particular proposal is consistent with the use and density aspects of the comprehensive plan, but also whether the proposal is consistent with the compatibility and other concerns of the plan. The rezone request has been evaluated for consistency with all applicable policies of the City's Comprehensive Plan.

Policy 1.1.2 - The Future Land Use Element Policy sets a maximum development intensity level of 1.95 FAR for sites with a general commercial future land use. Any future development will be developed within this intensity level.

Policy 1.1.3 - The proposed B-5 (General Commercial District) zoning district is consistent with the future land use map designation of wholesale commercial and industrial.

Staff finds the requested zoning classification to be consistent with the Comprehensive Plan.

STAFF RECOMMENDATION:

STAFF RECOMMENDS APPROVAL OF AN ORDINANCE OF THE CITY OF HOLLY HILL, FLORIDA AMENDING THE OFFICIAL ZONING MAP TO DESIGNATE THE PROPERTY DESCRIBED IN ATTACHMENT "A" (988 3RD STREET) FROM B-1 (PROFESSIONAL OFFICE/MEDICAL OFFICE DISTRICT) TO B-5 (GENERAL COMMERCIAL DISTRICT).

ATTACHMENT "A"

LEGAL DESCRIPTION:

N 225 FT OF S 350 FT OF E 118 FT OF LOT 13 & S 125 FT OF E 43 FT OF LOT 13 & S 350 FT OF W 32 FT OF LOT 14 BLK 20 MASON & CARSWELLS HOLLY HILL MB 2 PG 90 MB 12 PGS 3-4 INC PER OR 4529 PG 0613 PER OR 8757 PG 0584

ORDINANCE 3099

AN ORDINANCE OF THE CITY OF HOLLY HILL, FLORIDA, AMENDING THE OFFICIAL ZONING MAP TO DESIGNATE THE PROPERTY DESCRIBED IN ATTACHMENT “A” FROM B-1 (PROFESSIONAL OFFICE/MEDICAL OFFICE DISTRICT) TO B-5 (GENERAL COMMERCIAL DISTRICT); PROVIDING FOR CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Holly Hill, Volusia County, Florida, has adopted a comprehensive plan pursuant to, and in compliance with 163.3161 et. Seq., Florida Statutes; and

WHEREAS, the City Commission, as authorized by 163.3202, Florida Statutes, has enacted and does enforce the Land Development Regulations, based on, related to, and as a means to implement its adopted comprehensive plan; and

WHEREAS, the City Commission has determined that it is necessary to amend its Land Development Regulations as herein provided in order to more effectively implement its adopted comprehensive plan; and

WHEREAS, the City Commission has determined that the proposed amendment to the Land Development Regulations is consistent with its adopted comprehensive plan.

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

SECTION 1. The Official Zoning Map of the City of Holly Hill is hereby amended to designate the property described in Attachment “A” as B-5 (General Commercial District.)

SECTION 2. Development of the property described in Attachment “A” shall conform to the Land Development Regulations of Holly Hill.

SECTION 3. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance, or application hereof, is for any reason held invalid or unconstitutional by any Court, such portion or application shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions or application hereof.

SECTION 4. That all ordinances made in conflict with this Ordinance are hereby repealed.

SECTION 5. That this Ordinance shall become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 23rd day of JUNE 2026, for first reading.

ATTACHMENT "A"

LEGAL DESCRIPTION:

N 225 FT OF S 350 FT OF E 118 FT OF LOT 13 & S 125 FT OF E 43 FT OF LOT 13 & S 350 FT OF W 32 FT OF LOT 14 BLK 20 MASON & CARSWELLS HOLLY HILL MB 2 PG 90 MB 12 PGS 3-4 INC PER OR 4529 PG 0613 PER OR 8757 PG 0584

**INVOICE (INV-00011939)
FOR CITY OF HOLLY HILL, FL**

BILLING CONTACT

Steven Devane
26 FOXFORDS CHASE
ORMOND BEACH, FL 32117



INVOICE NUMBER	INVOICE DATE	INVOICE DUE DATE	INVOICE STATUS	INVOICE DESCRIPTION
INV-00011939	04/02/2026	05/02/2026	Paid In Full	NONE

REFERENCE NUMBER	FEE NAME	TOTAL
RZNE-2026-000250-	Rezoning - Non-PUD / Code text Amend	\$1,400.00
988 3Rd St Holly Hill, FL 32117	SUBTOTAL	\$1,400.00

REMITTANCE INFORMATION
City of Holly Hill 1065 Ridgewood Ave Holly Hill, FL 32117

TOTAL	\$1,400.00
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**RECEIPT (REC-009311-2026)
FOR CITY OF HOLLY HILL, FL**

BILLING CONTACT

Steven Devane
26 FOXFORDS CHASE
ORMOND BEACH, FL 32117



Payment Date: 04/05/2026

Reference Number	Fee Name	Transaction Type	Payment Method	Amount Paid
RZNE-2026-000250-	Rezoning - Non-PUD / Code text Amend	Fee Payment	Credit Card	\$1,400.00
988 3RD ST HOLLY HILL, FL 32117			SUB TOTAL	\$1,400.00
			TOTAL	\$1,400.00

RZNE-26-000250



HOLLY HILL

FLORIDA

1065 Ridgewood Avenue, Holly Hill, FL 32117

Phone: (386) 248-9442 Fax: (386) 248-9498 Permitdesk@hollyhillfl.org

01/2023

REZONE/ FUTURE LAND USE AMENDMENT

RECEIVED

Date Received: APR 1 2026 Application ID: 000250 Submitted By: S. Devane
23:54

PROJECT INFORMATION:

PROJECT NAME: 988 Third Street
 PARCEL ID #(S): 424401200133
 LOCATION: 988 Third Street
 EXISTING USE(S): 1210-MIXED-COM LAND W/SFR
 PROPOSED USE(S): General Retail Commercial
 TOTAL ACREAGE: 42,916 Sq/Ft
 WATER PROVIDER: Holly Hill SEWER PROVIDER: Holly Hill
 PRIVATE WELL No PRIVATE SEPTIC No
 CURRENT ZONING: 1200 - STORE/OFF/RES PROPOSED ZONING: B-5
General Retail
 CURRENT FUTURE LAND USE: Commercial PROPOSED FUTURE LAND USE: _____

APPLICANT INFORMATION:

Name: Steven DeVane E-Mail: sdevane@mac.com
 Address: 26 Foxfords Chase Ormond Beach FL 32174 Phone: (386) 299-9008
 Company: _____ Fax: _____
 Owner Agent for Owner Attorney for Owner

OWNER INFORMATION:

Name: Steven DeVane E-Mail: sdevane@mac.com
 Address: 26 Foxfords Chase Ormond Beach FL 32174 Phone: (386) 299-9008
 Fax: _____

CONSULTANT INFORMATION:

Name: _____ E-Mail: _____
 Address: _____ Phone: _____
 Company: _____ Fax: _____



HOLLY HILL

F L O R I D A

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01/2023

WHO SHOULD ALL COMMUNICATION BE DIRECTED TO?

_____ APPLICANT _____ OWNER _____ CONSULTANT

APPLICATION TYPE(S)/FEE(S)*

LAND USE AMENDMENT

- LARGE SCALE FUTURE LAND USE AMENDMENT (>10 ACRES) \$3,000.00
- SMALL SCALE FUTURE LAND USE AMENDMENT (≤10 ACRES) \$2,000.00

REZONE (NON-PD)

- STRAIGHT REZONE / LDR TEXT AMENDMENT \$1,400

REZONE (PD)

- PD REZONE \$2,000
- MAJOR AMENDMENT TO EXISTING PD \$1,250
- MINOR AMENDMENT TO EXISTING PD \$400 (This does not include changes in uses items such or density but means minor changes such as layout and landscaping that do not affect the overall intent or "spirit" of the PD.

***THERE MAY BE ADDITIONAL PASS-THROUGH FEES FOR REVIEWS DONE BY REVIEWERS OUTSIDE OF THIS AGENCY. ALL FEES ARE DUE AT THE TIME OF APPLICATION SUBMITTAL.**

ATTACHMENT CHECKLIST

REQUIRED SUBMITTALS

- COPY OF PRE-APPLICATION COMMENTS. IF YOU HAVE NOT HAD A PRE-APPLICATION MEETING TO DISCUSS THIS PROJECT PLEASE CONTACT THE CITY PLANNER TO ARRANGE AN APPOINTMENT AT 386-248-9424.
- ELECTRONIC COPY OF ALL ITEMS SUBMITTED
- APPLICATION AND FEE
- PROOF THAT TAXES ARE CURRENT
- PROPERTY APPRAISER'S PROPERTY INFORMATION PRINTOUT
- OWNERSHIP DISCLOSURE FORM (ADD'L DOCUMENTATION MAY REQUIRED IF OWNER IS A TRUST OR CORPORATION)
- OWNER'S AUTHORIZATION FORM, IF APPLICABLE (ADD'L DOCUMENTATION REQUIRED IF OWNER IS A TRUST OR CORPORATION)
- 2 CURRENT SIGNED AND SEALED BOUNDARY SURVEYS
- LEGAL DESCRIPTION IN MS WORD FORMAT (EMAIL THIS TO THE CITY PLANNER)
- SCHOOL CAPACITY REVIEW – *IF PROPOSING OVER 10 RESIDENTIAL UNITS (CONTACT SCHOOL BOARD PLANNING & BUSINESS SERVICES AT 386-734-7190 FOR APPLICATION)*



HOLLY HILL

F L O R I D A

1065 Ridgewood Avenue, Holly Hill, FL 32117

Phone: (386) 248-9442 Fax: (386) 248-9498 Permitdesk@hollyhillfl.org

01/2023

- TRAFFIC IMPACT ANALYSIS FOR PROJECTS GENERATING OVER 1000 TRIPS PER DAY ACCORDING TO RATES PUBLISHED BY THE INSTITUTE OF TRANSPORTATION ENGINEERS "TRIP GENERATION MANUAL" (LATEST EDITION)
- DRAFT DEVELOPMENT ORDER IN MS WORD FORMAT (*PD REZONE ONLY – CONTACT THE CITY PLANNER*)
- PRELIMINARY DEVELOPMENT PLAN (*PD REZONE ONLY - SEE CODE SEC. 114-771*)
- REZONES ONLY:** ANSWER THE 8 QUESTIONS ATTACHED ON THE REZONING REQUIREMENTS SHEET
- COMPREHENSIVE PLAN AMENDMENTS ONLY:** Provide a **Facility Demand Comparison**. For example, for the existing Future Land Use designation, show the demands on the city’s infrastructure at the highest intensity, and for the proposed Future Land Use, show what the demands would be at the highest intensity. Show this information for the following facilities:
 - Potable Water
 - Sanitary Sewer
 - Stormwater
 - Transportation (Use current year ITE Trip Generation Rates—Provide PM Peak Hour and Avg Daily)
 - Solid Waste Collection
 - School (Residential Only)
- COMPREHENSIVE PLAN AMENDMENTS ONLY:** Provide a **Demonstration of Capacity:** Show that there is capacity and ability to meet increased demands on facilities. The city’s public works department can assist in providing information regarding potable water, sanitary sewer and solid waste.

Applicant’s Signature: 
 (Signature)

1/20/2026
 (Date)

Steven C. DelVane
 (Print)

Applications must be complete to initiate the review process. For questions please contact the City Planner at (386) 248-9424, fax (386) 248-9498 or email at bwalker@hollyhillfl.org



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01/2023

CITY OF HOLLY HILL APPLICANT AUTHORIZATION FORM

(ORIGINAL ONLY)

An authorized applicant is:

- The property owner of record; or
- An agent of said property owner (power of attorney to represent and bind the property owner must be submitted with the application); or
- Contract purchaser (a copy of a fully executed sales contract must be submitted with the application containing a clause or clauses allowing an application to be filed).

I, Steven DeVane, the owner of record for the following described property (Legal Description or Tax/Parcel ID Number) 424401200133 hereby affirm that _____ is hereby designated to act as my authorized agent for the filing of the attached application and make binding statements and commitments regarding the request for a:

- Arbor Permit Special Exception Variance Development Plan Special Event Permit Vacate
- Sign Rezone/Comp Plan Amendment Other _____

I certify that I have examined the attached application and that all statements and diagrams submitted are true and accurate to the best of my knowledge. Further, I understand that this application, attachments and fees become part of the Official Records of City of Holly Hill, Florida and are not returnable.

1/20/2026
Date

[Signature]
Owner's Signature
Steven C. DeVane
Owner's Name

STATE OF FLORIDA
COUNTY OF VOLUSIA

Sworn to (or affirmed) and subscribed before me, by means of physical presence or online notarization, this 20th day of JAN, 2026, by STEVEN C. DEVANE, who is personally known to me or produced _____ as identification and did / did not take an oath.

NOTARY PUBLIC, STATE OF FLORIDA



LISA KAYE HERRING
Notary Public
State of Florida
Comm# HH289608
Expires 11/14/2026

[Signature]
Notary Signature
LISA KAYE HERRING
Printed Name

Commission No.: HH289608
My Commission Expires: 11/14/26



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01/2023

REZONING REQUIREMENTS

The following items must be completed in sufficient detail to allow the City to determine if the application complies with the City Code Chapter 114 and Section 82-372.

- 1. Is it consistent with all adopted elements of the comprehensive plan? YES NO Explain.

- 2. What is its impact upon the environment or natural resources? YES NO Explain.

No impact on environment or natural resources. Rezoning would complete FLU as adjacent property is already Commercial

- 3. What is its impact upon the economy of any affected area? YES NO Explain.
Any future business would contribute to the local economy

- 4. What is its impact upon any existing necessary governmental services such as schools, sewage disposal, solid waste or transportation systems? YES NO Explain.
None known at this time

- 5. Are there any changes in circumstances or conditions affecting the area? YES NO



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Phone: (386) 248-9442 Fax: (386) 248-9498 Permitdesk@hollyhillfl.org

01/2023

Explain.

6. Are there any mistakes in the original classification? YES NO Explain.

7. What is its effect upon the use or value of the affected area? YES NO Explain.

Rezoning will align property classification with surrounding property

8. What is its impact upon the public health, welfare, safety or morals? YES NO Explain.

None Know at this time

Steven C. DeVane

Print Applicant Name

Applicant Signature

Print Applicant Name

Applicant Signature

Date

Date



Volusia County Property Appraiser
 123 W. Indiana Ave., Rm. 102
 DeLand, FL. 32720
 Phone: (386) 736-5901 Web: vcpa.vcgov.org

Property Summary

Alternate Key: 3222172
Parcel ID: 424401200133
Township-Range-Section: 14 - 32 - 44
Subdivision-Block-Lot: 01 - 20 - 0133
Owner(s): DEVANE STEVEN - FS - Fee Simple - 100%
Mailing Address On File: 26 FOXFORDS CHASE
 ORMOND BEACH FL 32174 2427
Physical Address: 988 3RD ST, HOLLY HILL 32117
Building Count: 0
Neighborhood: 7218 - MISC COM N OF HWY 92 (ISB)
Subdivision Name: MASON & CARSWELLS HOLLY HILL
Property Use: 1000 - VACANT COMM
Tax District: 203-HOLLY HILL
2025 Final Millage Rate: 17.7803
Homestead Property: No
Agriculture Classification: No
Short Description: N 225 FT OF S 350 FT OF E 118 FT OF LOT 13 & S 125 FT OF E 4
 3 FT OF LOT 13 & S 350 FT OF W 32 FT OF LOT 14 BLK 20 MASON
 & CARSWELLS HOLLY HILL MB 2 PG 90 MB 12 PGS 3-4 INC PER OR 4

Property Values

Tax Year:	2026 Working	2025 Final	2024 Final
Valuation Method:	1-Market Oriented Cost	1-Market Oriented Cost	1-Market Oriented Cost
Improvement Value:	\$0	\$110,202	\$110,990
Land Value:	\$70,811	\$70,811	\$70,811
Just/Market Value:	\$70,811	\$181,013	\$181,801

Working Tax Roll Values by Taxing Authority

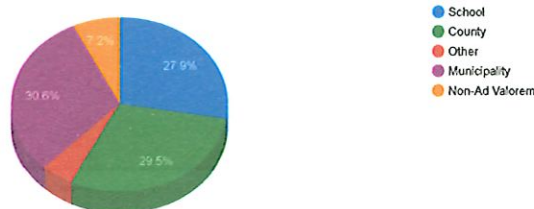
Values shown below are the 2026 WORKING TAX ROLL VALUES that are subject to change until certified. Millage Rates below that are used in the calculation of the Estimated Taxes are the 2025 FINAL MILLAGE RATES. The Just/Market listed below is not intended to represent the anticipated selling price of the property and should not be relied upon by any individual or entity as a determination of current market value.

Tax Authority	Just/Market Value	Assessed Value	Ex/10CAP	Taxable Value	Millage Rate	Estimated Taxes
0017 CAPITAL IMPROVEMENT	\$70,811	\$70,811	\$0	\$70,811	1.5000	\$106.22
0012 DISCRETIONARY	\$70,811	\$70,811	\$0	\$70,811	0.7480	\$52.97
0011 REQ LOCAL EFFORT	\$70,811	\$70,811	\$0	\$70,811	3.0310	\$214.63
0050 GENERAL FUND	\$70,811	\$70,811	\$0	\$70,811	3.2007	\$226.64
0053 LAW ENFORCEMENT FUND	\$70,811	\$70,811	\$0	\$70,811	1.5994	\$113.26
0055 LIBRARY	\$70,811	\$70,811	\$0	\$70,811	0.3697	\$26.18
0520 MOSQUITO CONTROL	\$70,811	\$70,811	\$0	\$70,811	0.1573	\$11.14
0530 PONCE INLET PORT AUTHORITY	\$70,811	\$70,811	\$0	\$70,811	0.0660	\$4.67
0058 VOLUSIA ECHO	\$70,811	\$70,811	\$0	\$70,811	0.2000	\$14.16
0057 VOLUSIA FOREVER	\$70,811	\$70,811	\$0	\$70,811	0.2000	\$14.16
0065 FLORIDA INLAND NAVIGATION DISTRICT	\$70,811	\$70,811	\$0	\$70,811	0.0270	\$1.91
0100 HALIFAX HOSPITAL AUTHORITY	\$70,811	\$70,811	\$0	\$70,811	0.7019	\$49.70
0060 ST JOHN'S WATER MANAGEMENT DISTRICT	\$70,811	\$70,811	\$0	\$70,811	0.1793	\$12.70
0200 HOLLY HILL	\$70,811	\$70,811	\$0	\$70,811	5.8000	\$410.70
					17.7803	\$1,259.04

Non-Ad Valorem Assessments

Project	#Units	Rate	Amount	Estimated Ad Valorem Tax:	Estimated Non-Ad Valorem Tax:
0203-HOLLY HILL STORMWATER	1.00	\$96.00	\$96.00	\$1,259.04	\$96.00
				Estimated Taxes:	\$1,355.04
				Estimated Tax Amount without SOH/10CAP	\$1,355.04

Where your tax dollars are going:



Previous Years Certified Tax Roll Values

Year	Land Value	Impr Value	Just Value	Non-Sch Assd	County Exemptions	County Taxable	HX Savings
------	------------	------------	------------	--------------	-------------------	----------------	------------

2025	\$70,811	\$110,202	\$181,013	\$100,397	\$100,397	\$0	\$80,616
2024	\$70,811	\$110,990	\$181,801	\$97,568	\$97,568	\$0	\$84,233
2023	\$61,799	\$83,429	\$145,228	\$94,727	\$94,727	\$0	\$50,501
2022	\$56,649	\$70,747	\$127,396	\$91,968	\$91,968	\$0	\$35,428
2021	\$51,499	\$64,666	\$116,165	\$89,289	\$89,289	\$0	\$26,876
2020	\$51,499	\$66,308	\$117,807	\$88,056	\$88,056	\$0	\$29,751
2019	\$51,499	\$63,286	\$114,785	\$86,076	\$86,076	\$0	\$28,709
2018	\$51,499	\$61,509	\$113,008	\$84,471	\$84,471	\$0	\$28,537
2017	\$51,499	\$58,514	\$110,013	\$82,734	\$50,000	\$32,734	\$27,279

Land Data

#	Land Use	Ag	Type	Units	Acres	Sq Feet	FF	Depth	Rate	Just Value
1	1000-VACANT COMMERCIAL	N	S-SQUARE FEET			42,916			2.75	\$70,811
Total Land Value:										\$70,811

Miscellaneous Improvement(s)

#	Type	Year	Area	Units	L x W	Depreciated Value
Total Miscellaneous Value:						\$0

Sales History

NOTE: This section is not intended to be a complete chain of title. Additional official book/page numbers may be listed in the property description and/or recorded and indexed with the Clerk of the Court.

Book/Page	Instrument No.	Sale Date	Deed Type	Qualified/Unqualified	Vacant/Improved	Sale Price
8757 / 0584	2025177669	02/08/2025	OR-ORDER	UNQUALIFIED	IMPROVED	\$100
4529 / 0613		03/15/2000	PR-vcpa pr	UNQUALIFIED	IMPROVED	\$1
4531 / 3359	2000045116	03/15/2000	PR-vcpa pr	UNQUALIFIED	IMPROVED	\$1

Property Description

NOTE: This property description may be a condensed/abbreviated version of the original description as recorded on deeds or other legal instruments in the public records of the Volusia County Clerk of Court. It may not include the Public Land Survey System's Section, Township, Range information or the county in which the property is located. It is intended to represent the land boundary only and does not include easements or other interests of record. This description should not be used for purposes of conveying property title. The Property Appraiser assumes no responsibility for the consequences of inappropriate uses or interpretations of the property descriptions found on this site.

Legal Description	Millage Group	Township-Range-Section	Subdivision-Block-Lot	Date Created
N 225 FT OF S 350 FT OF E 118 FT OF LOT 13 & S 125 FT OF E 43 FT OF LOT 13 & S 350 FT OF W 32 FT OF LOT 14 BLK 20 MASON & CARSWELLS HOLLY HILL MB 2 PG 90 MB 12 PGS 3-4 INC PER OR 4529 PG 0613 PER OR 8757 PG 0584	203	14 - 32 - 44	01 - 20 - 0133	27-DEC-81

Permit Summary

NOTE: Permit data does not originate from the Volusia County Property Appraiser's office. For details or questions concerning a permit, please contact the building department of the tax district in which the property is located.

Date	Number	Description	Amount
09/24/2025	BLDC-2025-003645	DEMOLITION RESIDENTIAL STRUCTURE	\$10,100



WILL ROBERTS TAX COLLECTOR SERVING VOLUSIA COUNTY
NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS
2025 Paid Real Estate

PROPERTY ADDRESS: 988 3RD ST, HOLLY HILL, 32117
LEGAL DESCRIPTION: N 225 FT OF S 350 FT OF E 118 FT OF LOT 13 & S 125 FT OF E 4
3 FT OF LOT 13 & S 350 FT OF
See Additional Legal on Tax Roll

DEVANE STEVEN
26 FOXFORDS CHASE
ORMOND BEACH, FL 32174-2427

Table with 2 columns: Field Name and Value. Fields include PARCEL: 424401200133, ALTERNATE KEY: 3222172, MILLAGE CODE: 203, TAX YEAR: 2025.

Paid By DEVANE STEVEN C
11/18/2025 \$517.58

Receipt # 117-25-0001354

Pay Online

PAY IN U.S. DOLLARS DRAWN FROM A U.S. BANK.

Pay online at volusiatax.gov/online
WALK-IN CUSTOMERS PLEASE BRING ENTIRE NOTICE

TAXES BECOME DELINQUENT APRIL 1

Table with 6 columns: If Postmarked By, Date, and four empty columns. Rows include Discount and Please Pay \$0.00.

AD VALOREM TAXES

Table with 6 columns: TAXING AUTHORITY, MILLAGE, ASSESSED VALUE, EXEMPTION, TAXABLE VALUE, TAX AMOUNT. Lists various taxing authorities like Volusia County General Fund, Law Enforcement Fund, etc.

TOTAL MILLAGE RATE: 17.78030

TOTAL TAXES: \$443.15

NON-AD VALOREM ASSESSMENTS

Table with 4 columns: LEVYING AUTHORITY, TELEPHONE, RATE PER UNIT, AMOUNT. Includes Holly Hill Stormwater assessment.

TOTAL ASSESSMENTS: \$96.00

TOTAL COMBINED TAXES AND ASSESSMENTS: \$539.15

Make check payable & mail to:
Will Roberts - Tax Collector
123 W. Indiana Ave., Room 103
DeLand, FL 32720
(386) 736-5938 | taxcollector@volusiatax.gov
PAY IN U.S. DOLLARS DRAWN ON A U.S. BANK

Pay online at volusiatax.gov/online
2025 Paid Real Estate

Table with 2 columns: Field Name and Value. Fields include PARCEL: 424401200133, ALTERNATE KEY: 3222172, TAX YEAR: 2025.

PROPERTY ADDRESS:
988 3RD ST, HOLLY HILL, 32117

DEVANE STEVEN
26 FOXFORDS CHASE
ORMOND BEACH, FL 32174-2427

Please do not staple, tape, or paperclip your payment to this stub. TAXES BECOME DELINQUENT APRIL 1

Table with 6 columns: If Postmarked By, Date, and four empty columns. Row includes Please Pay \$0.00.

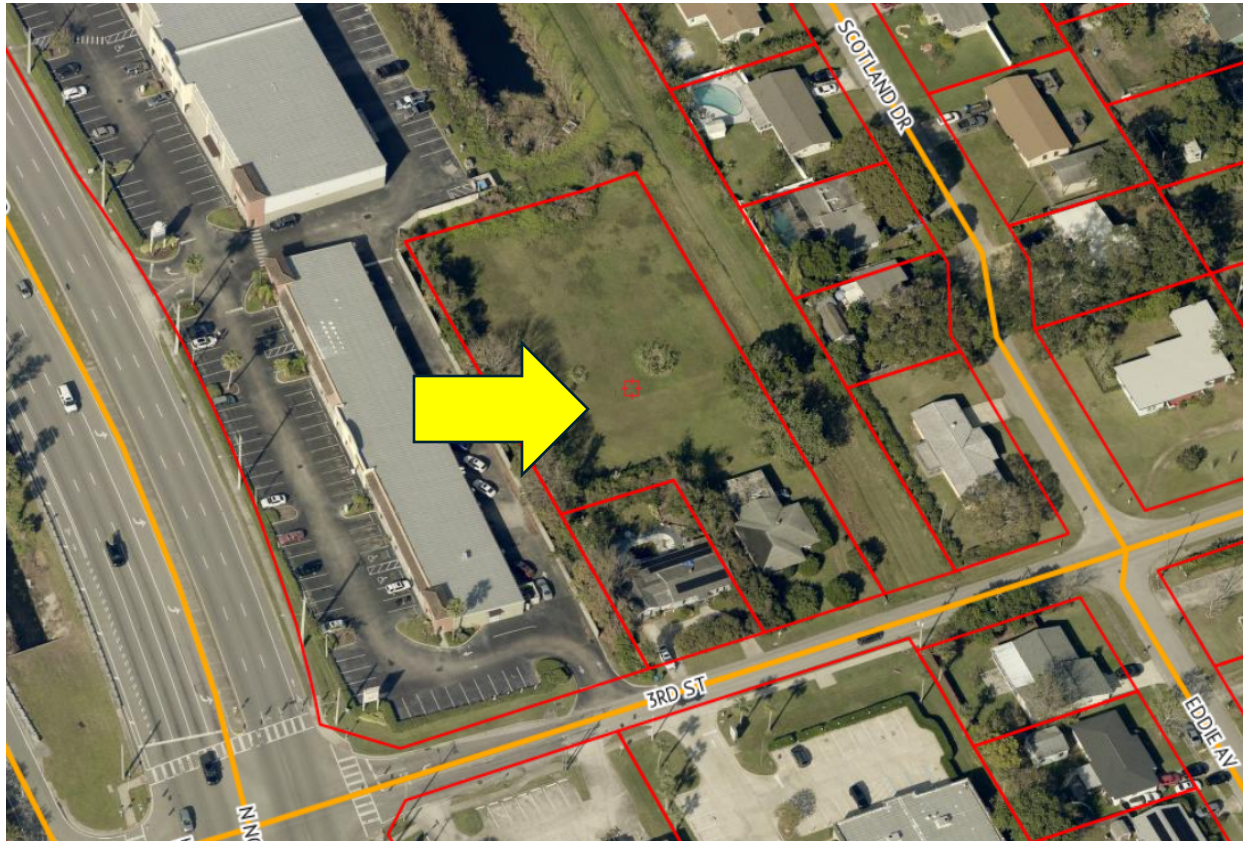
PLEASE DO NOT WRITE ON THIS STUB

Receipt # 117-25-0001354 \$517.58

Paid 11/18/2025

988 3rd Street Rezone

Parcel



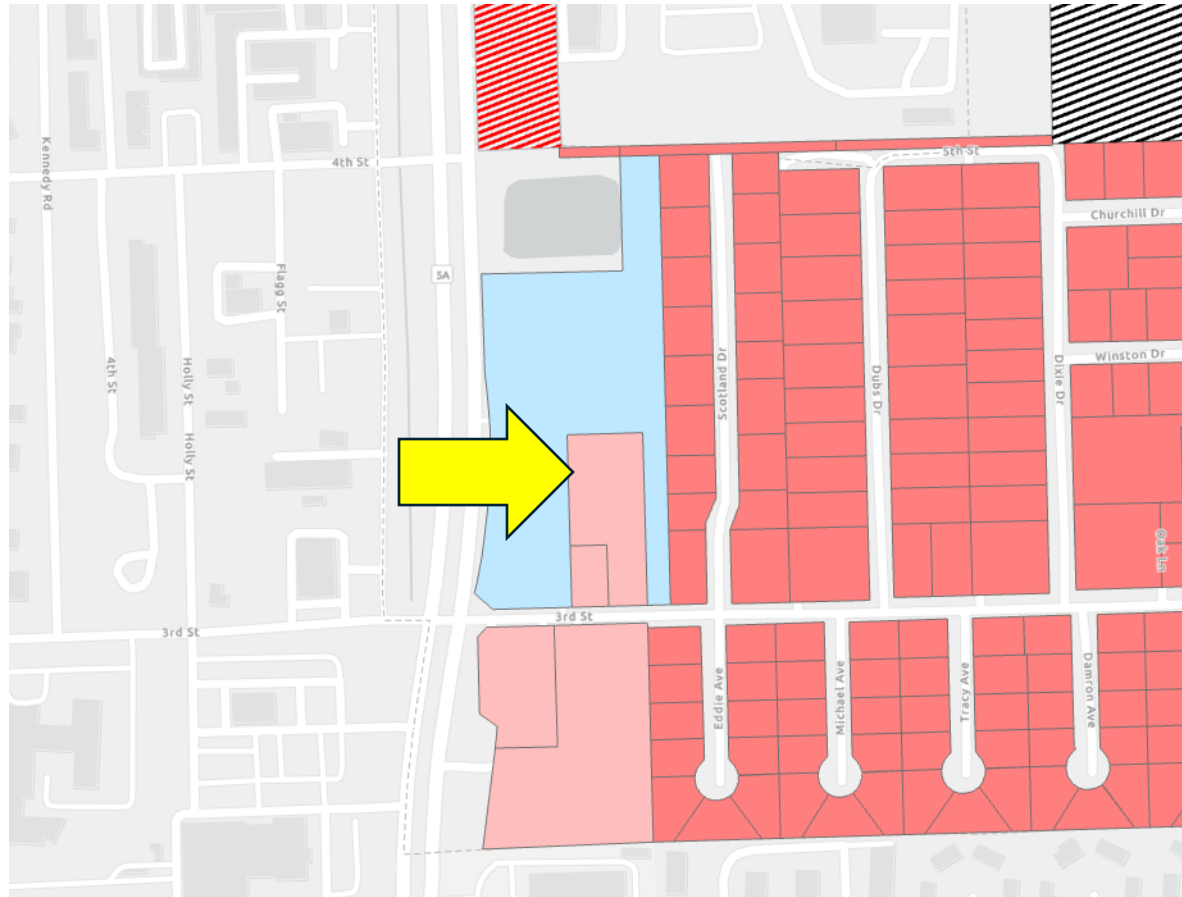
988 3rd Street Rezone

FLU Map



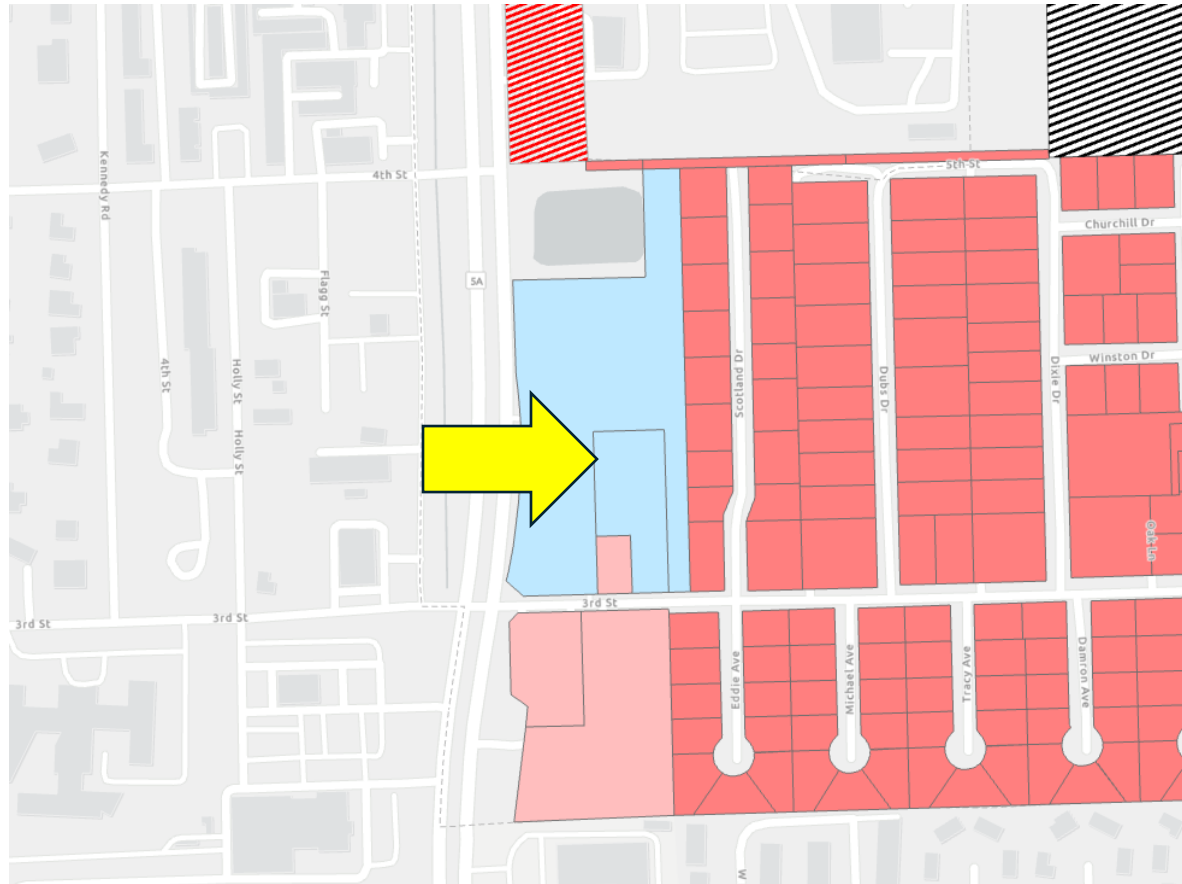
988 3rd Street Rezone

Current Zoning



988 3rd Street Rezone

Proposed Zoning



988 3rd Street Rezone

Flood Map Site is flood prone

Search Results—Products for **HOLLY HILL, CITY OF**

[Show ALL Products »](#)

The flood map for the selected area is number **12127C0356J**, effective on **9/29/2017**

DYNAMIC MAP



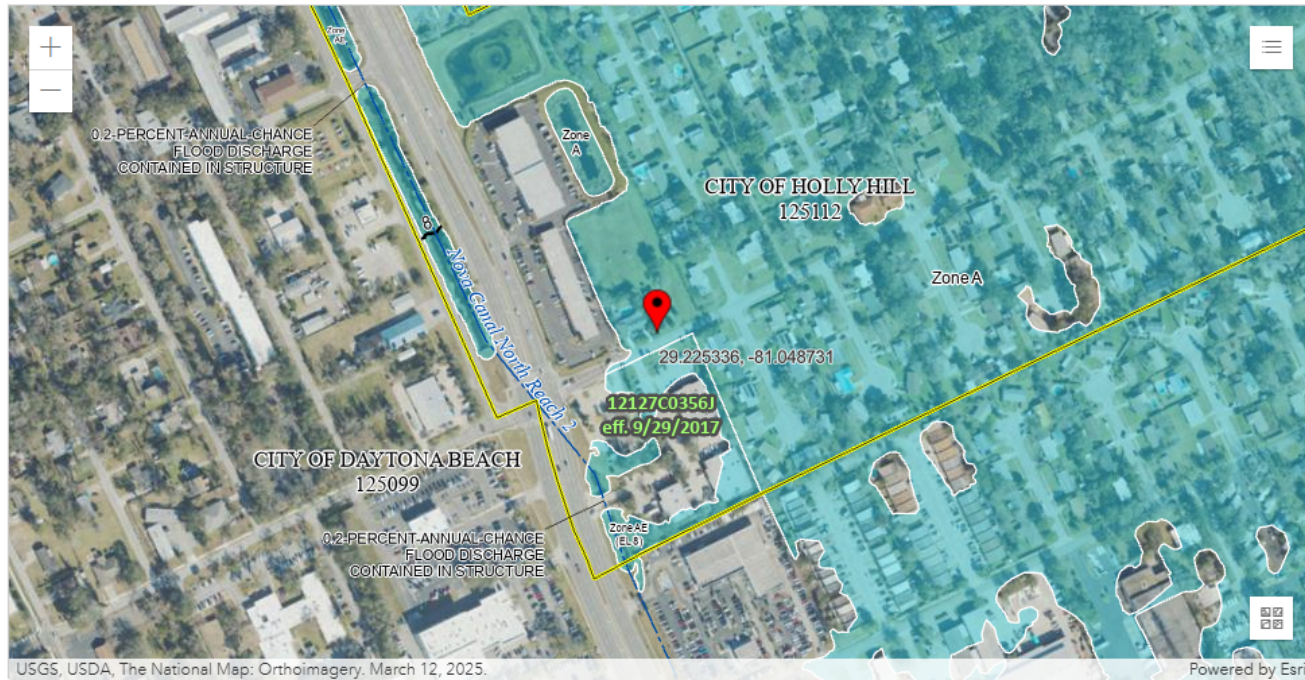
MAP IMAGE



Changes to this FIRM [?](#)

- Revisions (0)
- Amendments (20)
- Revalidations (2)

You can choose a new flood map or move the location pin by selecting a different location on the locator map below or by entering a [Go To NFHL Viewer »](#) new location in the search field above. It may take a minute or more during peak hours to generate a dynamic FIRMette.



DIVISION 4. B-1, PROFESSIONAL OFFICE/HOSPITAL-MEDICAL DISTRICT

Sec. 114-353. Permitted principal uses and structures.

Permitted principal uses and structures in the B-1 district are as follows:

- (1) Administrative offices.
- (2) Professional services offices.
- (3) Hospitals.
- (4) Laboratories: biological, optical, medical, dental, and X-ray, but not including research and development laboratories related to the manufacturing of drugs for distribution and sale, and not including blood banks.
- (5) Pharmacies, to include licensed medical marijuana treatment centers/dispensaries, shall not be located within one mile "as the crow flies" of another pharmacy. The distance shall be measured as the linear distance between the two closest property lines.
- (6) Adult congregate living facilities not exceeding 65 clients per acre (licensed capacity).
- (7) Rest and convalescence homes.
- (8) Banks and savings and loans.
- (9) Adult day care centers.

(Ord. No. 2352, § 2(5.5.13.C), 7-13-93; Ord. No. 2454, § 1, 3-11-97; Ord. No. 2495, § 1, 1-13-98; Ord. No. 3078, § 3, 6-11-24)

Sec. 114-354. Prohibited uses.

Prohibited uses in the B-1 district are as follows:

- (1) Blood banks.
- (2) Tattoo parlors.

(Ord. No. 2454, § 1, 3-11-97; Ord. No. 2460, § 1, 3-25-97)

Sec. 114-355. Permitted accessory uses and structures.

Permitted accessory uses and structures in the B-1 district are as follows:

- (1) Uses customarily associated with, dependent on and incidental to the permitted principal use.
- (2) Identification signs of not more than six square feet either attached to the facade of the building only or erected in a front or side yard abutting a street. If placed in a yard, the sign shall not be closer than three feet to the property line and no more than five feet in height. If lighting is provided, such light shall be indirect and nonflashing.

(Ord. No. 2352, § 2(5.5.13.D), 7-13-93; Ord. No. 2454, § 1, 3-11-97)

Sec. 114-356. Special exceptions.

Special exceptions in the B-1 district are as follows:

- (1) City-owned and quasipublic service and safety facilities. (Refer to section 114-669.)
- (2) Child day care centers. (Refer to section 114-667.)
- (3) Meeting places for civic, fraternal and service organizations. (Refer to section 114-663.)
- (4) Cemeteries. (Refer to section 114-664.)
- (5) Rest homes and retirement centers. (Refer to section 114-671.)
- (6) Residential retirement health care facilities. (Refer to section 114-672.)
- (7) Adult congregate living facilities. (Refer to section 114-665.)
- (8) Houses of worship. (Refer to section 114-666.)

(Ord. No. 2352, § 2(5.5.13.E), 7-13-93; Ord. No. 2454, § 1, 3-11-97; Ord. No. 2495, § 1, 1-13-98)

DIVISION 7. B-4, HIGHWAY BUSINESS DISTRICT

Sec. 114-443. Permitted principal uses and structures.

Permitted principal uses and structures in the B-4 district are as follows:

- (1) Any use permitted in the B-1 professional office/hospital-medical district.
- (2) Administrative offices.
- (3) Retail sales and services.
- (4) Personal services.
- (5) Restaurants, type A and B, except when such uses are located on a parcel abutting any R-1 through R-9 zoned property.
- (6) Bars and nightclubs, except when such uses are located on a parcel abutting any R-1 through R-9 zoned property.
- (7) Houses of worship.
- (8) Application of permanent makeup.
- (9) Adult day care centers.

(Ord. No. 2352, § 2(5.5.16.C), 7-13-93; Ord. No. 2398, § 1, 5-9-95; Ord. No. 2460, § 1, 3-25-97; Ord. No. 2495, § 1, 1-13-98)

Sec. 114-444. Prohibited uses.

Prohibited uses in the B-4 district are as follows:

- (1) Blood banks.

-
- (2) Tattoo parlors except that tattoo parlors shall be permitted on B-4 zoned property only within the redevelopment district overlay if approved by special exception.

(Ord. No. 2454, § 1, 3-11-97; Ord. No. 2460, § 1, 3-25-97; Ord. No. 2999, § 2, 3-13-18)

Sec. 114-445. Permitted accessory uses and structures.

Permitted accessory uses and structures in the B-4 district are as follows:

- (1) Uses customarily associated with, dependent on and incidental to the permitted principal use.
- (2) Outside display, storage or sale of goods and objects that are customarily associated with and incidental to a permitted principal use. (Refer to section 114-767.)

(Ord. No. 2352, § 2(5.5.16.D), 7-13-93; Ord. No. 2454, § 1, 3-11-97)

Sec. 114-446. Special exceptions.

Special exceptions in the B-4 district are as follows:

- (1) City-owned and quasipublic service and safety facilities. (Refer to section 114-669.)
- (2) Child day care centers. (Refer to section 114-667.)
- (3) Meeting places for civic, fraternal and service organizations. (Refer to section 114-663.)
- (4) Self-service automobile fuel stations and accessory self-service fuel pumps. (Refer to section 114-682.)
- (5) Motor vehicle rentals. (Refer to section 114-675.)
- (6) Type A and B service stations. (Refer to section 114-682.)
- (7) Flea markets and farmers' markets. (Refer to section 114-676.)
- (8) Restaurants, type A and B, when such uses are located on a parcel abutting any R-1 through R-9 zoned property. (Refer to section 114-690.)
- (9) Bars and nightclubs, when such uses are located on a parcel abutting any R-1 through R-9 zoned property. (Refer to section 114-691.)
- (10) New and used car lots. (Refer to section 114-683.)
- (11) Indoor shooting ranges. (Refer to section 114-697.)
- (12) Schools (public, private, parochial or technical) (Refer to section 114-698).
- (13) Amusement center. (Refer to section 114-701.)

(Ord. No. 2352, § 2(5.5.16.E), 7-13-93; Ord. No. 2361, § 1(V), 11-9-93; Ord. No. 2471, § 1, 6-24-97; Ord. No. 2454, § 1, 3-11-97; Ord. No. 2495, § 1, 1-13-98; Ord. No. 2561, § 1, 5-11-99; Ord. No. 2680, § 2, 1-27-04)

DIVISION 8. B-5, GENERAL COMMERCIAL DISTRICT

Sec. 114-473. Permitted principal uses and structures.

Permitted principal uses and structures in the B-5 district are as follows:

- (1) Any use permitted in the B-1 professional office/hospital-medical district.
- (2) Any use permitted in the B-4 highway business district.
- (3) Self-service storage facilities (miniware- houses). (Refer to section 114-686.)
- (4) Application of permanent makeup.
- (5) Adult day care centers.

(Ord. No. 2352, § 2(5.5.17.C), 7-13-93; Ord. No. 2460, § 1, 3-25-97; Ord. No. 2495, § 1, 1-13-98)

Sec. 114-474. Prohibited uses.

Prohibited uses in the B-5 district are as follows:

- (1) Blood banks.
- (2) Tattoo parlors.

(Ord. No. 2454, § 1, 3-11-97; Ord. No. 2460, § 1, 3-25-97)

Sec. 114-475. Permitted accessory uses and structures.

Permitted accessory uses and structures in the B-5 district are as follows:

- (1) Uses customarily associated with, dependent on and incidental to the permitted principal use.
- (2) Outside display, storage or sale of goods and objects that are customarily associated with and incidental to a permitted principal use. (Refer to section 114-767.)

(Ord. No. 2352, § 2(5.5.17.D), 7-13-93; Ord. No. 2454, § 1, 3-11-97)

Sec. 114-476. Special exceptions.

Special exceptions in the B-5 district are as follows:

- (1) City-owned and quasipublic service and safety facilities. (Refer to section 114-669.)
- (2) Child day care centers. (Refer to section 114-667.)
- (3) Meeting places for civic, fraternal and service organizations. (Refer to section 114-663.)
- (4) Self-service automobile fuel stations and accessory self-service fuel pumps. (Refer to section 114-682.)
- (5) Motor vehicle rentals. (Refer to section 114-675.)
- (6) Type A and B service stations. (Refer to section 114-682.)

-
- (7) Flea markets and farmers' markets. (Refer to section 114-676.)
 - (8) Restaurants, type A and B, when such uses are located on a parcel abutting any R-1 through R-9 zoned property. (Refer to section 114-690.)
 - (9) Bars and nightclubs, when such uses are located on a parcel abutting any R-1 through R-9 zoned property. (Refer to section 114-691.)
 - (10) New and used car lots. (Refer to section 114-683.)
 - (11) Amusement center. (Refer to section 114-701.)

(Ord. No. 2352, § 2(5.5.17.E), 7-13-93; Ord. No. 2361, § 1(VI), 11-9-93; Ord. No. 2454, § 1, 3-11-97; Ord. No. 2495, § 1, 1-13-98; Ord. No. 2680, § 2, 1-27-04)

STAFF REPORT

City of Holly Hill
Community Development Department

BOPA / City Commission

Agenda Item

DATE: June 1, 2026 BOPA / June 23, 2026 City Commission
SUBJECT: Major Amendment
APPLICANT: Cobb Cole
NUMBER: RZ – XXXX-XX
PLANNER: Joshua Steele, Senior Planner

Introduction

Consider an Ordinance amending a PD Rezone for a Residential Planned Unit Development (RPUD) of approximately 9.716 acres located on the northeast corner of the intersection of 10th and Vine Streets and more specifically known as 1088 10th Street; (Cobb Cole, Applicant).

Background

In January of 2021, the City Commission voted to approve the annexation of 1088 10th Street into the City of Holly Hill. The zoning and land use were also changed from UMI (Urban Medium Intensity) (Volusia County) to MDR (Medium Density Residential) (Holly Hill) and R-5 (Urban Single-Family Residential) (Volusia County) to R-6 (Low Density Multifamily Residential District). It would then receive approval to be rezoned to a Residential Planned Unit Development. (Holly Hill).

The applicant is requesting the conversion of an indoor utility space to a dwelling unit and the addition of an accessory utility structure adjacent to the building.

Project Information

Size of Property: The property is 9.417 Acres +/-

Legal Description: Being that land described and recorded in Official Records Book 4245, Page 2512, Public Records of Volusia County, Florida

Lot 8, Block 4, MASON AND CARSWELLS HOLLY HILL, as per map recorded in Map Book 2, Page 90, of the Public Records of Volusia County, Florida.

Also, being described as:

Begin at the Southwesterly corner of Lot 8, Block 4, MASON AND CARSWELLS HOLLY HILL, as per map recorded in Map Book 2, Page 90, of the Public Records of Volusia County, Florida,

said Point of Beginning also being the intersection of the Northerly Right of Way of Tenth Street with the Easterly Right of Way of Vine Street; thence N 25°41'12"W, along the Westerly line of said Lot 8 and the Easterly Right of Way of Vine Street, a distance of 642.03 feet to the Northwestern corner of said Lot 8; thence N64°16'47" E along the Northerly line of said Lot 8, also being the Southerly line of WILKERSON REPLAT, as recorded in Map Book 23, Page 112, of the Public Records of Volusia County, Florida, a distance of 654.08 feet to the Northeasterly corner of said Lot 8; thence S25°50'23" E along the Easterly line of said Lot 8, a distance of 643.25 feet to the Southeasterly corner of said Lot 8 and a point on the aforesaid Tenth Street Right of Way; thence S64°23'14" W along the Southerly line of said Lot 8 and the Northerly Right of Way of Tenth Street, a distance of 655.80 feet to the Point of Beginning.

LESS and EXCEPT the Southerly 125.00 feet of the Easterly 85.00 feet, thereof.

Containing 410,263.56 square feet (09.417± acres)

Parcel Identification Number: 4244-01-04-0080 per Property Appraiser.

General Location: The property is generally located on the northeast corner of the intersection of 10th and Vine Streets and is more specifically known as 1088 10th Street.

Frontage: The property has approximately 650 feet of frontage along 10th Street and 650 feet of frontage along Vine Street. Only about 250 feet of Vine Street along the property's frontage, is cut and open for traffic.

Access: Street and vehicular access will be provided via public and/or private rights-of-way (ROW).

Aerial Photography: (Exhibit A)

Existing Development: The property is currently developed as an apartment complex.

FLU and Zoning Designations: The current FLU designation is MDR (Medium Density Residential). Current Zoning is RPUD (Residential Planned Unit Development). The proposed amendment does not change the zoning district.

Floodplain Impacts: Based on the 2017 FIRM Panel 12127C0356J, there are no floodplains on the subject property.

Wetland Impacts: Based on aerial photos, survey, and County wetland map analysis, there are wetlands on the subject property.

Buffers: Upon development, landscaped buffers along property lines that will be required.

Wellfield Protection Zones: Parcel is not within a Wellfield Protection Zone.

Environmental: Most of the property is within the Gopher Tortoise Overlay.

REVIEW OF THE REZONE APPLICATION

Sec. 82-372. - provides the criteria, which the Board of Planning and Appeals and City Commission shall utilize in reviewing a rezoning request.

Consistency with the Comprehensive Plan and Land Development Regulations

The rezoning request is consistent with the goals, objectives and policies of the City's Comprehensive Plan and Land Development Regulations.

Staff Recommendation

ADOPT THE PROPOSED ORDINANCE AMENDING THE ASSOCIATED DEVELOPMENT AGREEMENT AND PRELIMINARY PLAN FOR APPROXIMATELY 9.4 ACRES LOCATED ON THE NORTHEAST CORNER OF THE INTERSECTION OF 10TH AND VINE STREETS AND MORE SPECIFICALLY KNOWN AS 1088 10TH STREET.

Exhibit to Ordinance No. 3071

**FIRST MAJOR AMENDMENT TO DEVELOPMENT AGREEMENT
FOR FOX POINT**

FIRST MAJOR AMENDMENT DEVELOPMENT AGREEMENT for the project known as Fox Point Multifamily Planned Unit Development (“PUD”) located along Vine Street and 10th Street in Holly Hill, Florida (hereinafter referred to as the “Subject Property”).

THIS FIRST MAJOR AMENDMENT TO THE DEVELOPMENT AGREEMENT for the PUD (hereinafter referred to as the “First Amendment”) is entered into and made as of the ___ day of _____, 2026, by and between the CITY OF HOLLY HILL, a Florida municipal corporation, with a mailing address of 1065 Ridgewood Ave. Holly Hill, FL 32117 (hereinafter referred to as the “City”), and HFH Fox Pointe LLC (hereinafter referred to as the “Owner” or “Owner/Developer”) with a mailing address of 3225 Aviation Ave, 6th Floor, Coconut Grove Fl 33133.

WHEREAS, the City and Owner, or Owner’s predecessors in interest, entered into the PUD recorded in Official Records Book 8524, Page 355, of the Public Records of Volusia County, Florida; and

WHEREAS, the Owner proposes to amend the PUD Agreement to clarify permitted multifamily development criteria within the PUD Property; and

WHEREAS, the City is willing to grant the Owners' request, subject to the terms and conditions set forth herein;

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other valuable considerations, the receipt and sufficiency of which are hereby acknowledged, the City and the Owners hereby agree to amend the PUD Agreement as follows:

1. Sections 5.A. and 5.D. of the PUD Agreement are amended in part to read as follows: [additions shown in UNDERLINE, deletions shown in STRIKETHROUGH]

- A. Permitted ~~principal~~ uses allowable on the Subject Property:
 - 1. Multifamily Dwellings
 - 2. Usual and customary associated uses as shown on the Preliminary Development Plan
- D. Proposed density (in number of dwelling units per acre): 10.5 units per net acre (~~7071~~ units)

A. EXHIBIT B TO THE DEVELOPMENT AGREEMENT IS REPLACED IN

ITS ENTIRETY WITH EXHIBIT B ATTACHED HERETO AND INCORPORATED HEREIN.

B. NO OTHER MODIFICATIONS. Except as otherwise expressly provided for herein, the Agreement shall continue in full force and effect.

IN WITNESS WHEREOF, the Owner, the Developer and the City have executed this Agreement.

OWNER/DEVELOPER

By:

Signature of Witness # 1

Signature

Print or type name

Print or type name

As:

Signature of Witness #2

Print or type

Print or type name

ATTEST:

Signature

Print or Type Name

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me, **by means of** **physical presence** or **online notarization**, this ____ day of _____, ____ (year), by _____, who is personally known to me or produced _____ as identification.

NOTARY PUBLIC, STATE OF FLORIDA

Notary Signature

Printed Name

Commission No.: _____
My Commission Expires: _____

CITY OF HOLLY HILL:

By: _____

Date: _____

ATTEST:

Date: _____

Mailing Address:
City of Holly Hill
1065 Ridgewood Ave.
Holly Hill, Florida 32117

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me, **by means of physical presence or online notarization**, this ____ day of _____, _____ (year), by _____, who is personally known to me or produced _____ as identification.

NOTARY PUBLIC, STATE OF FLORIDA

Notary Signature

Printed Name

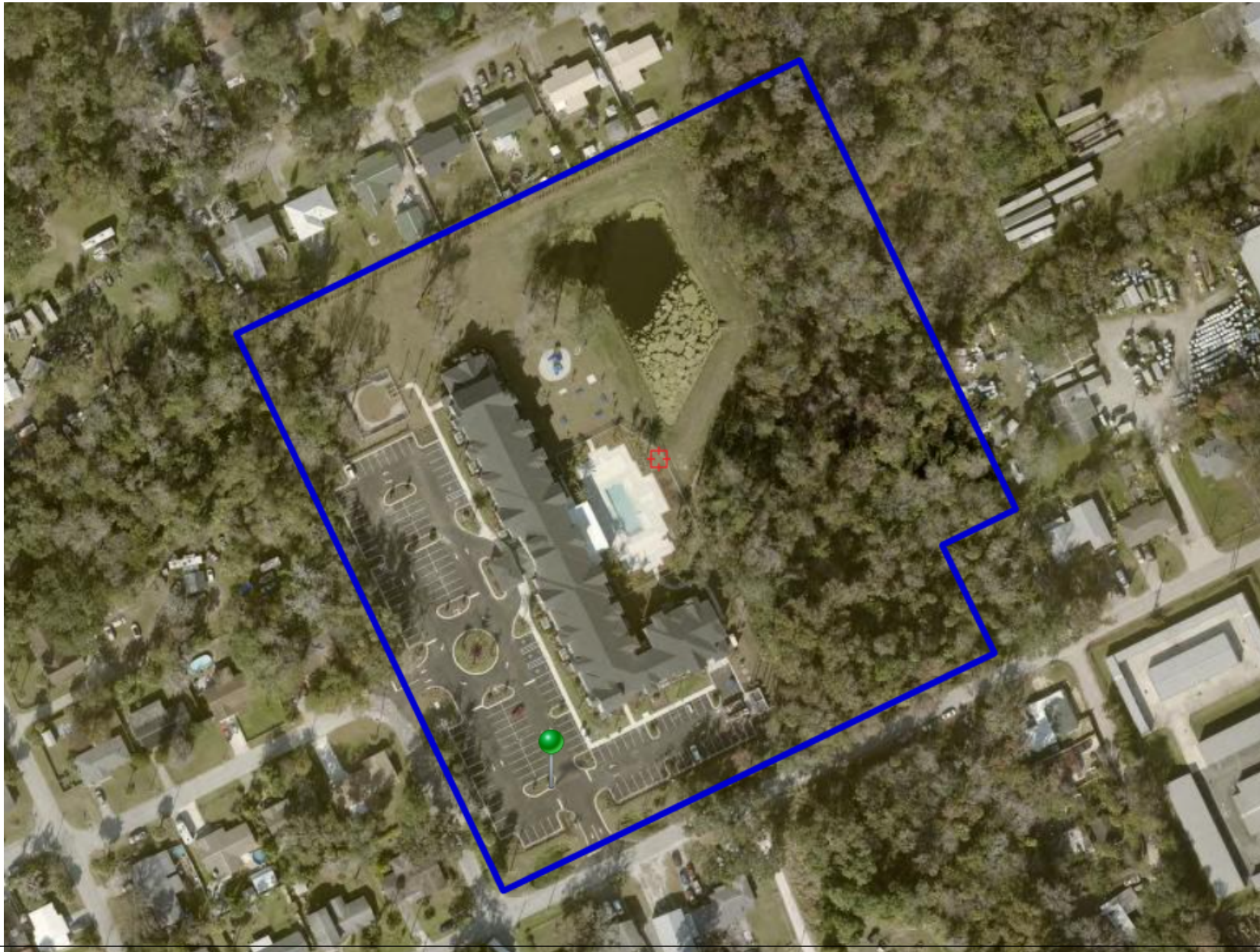
Commission No.: _____

My Commission Expires: _____

Approved as to form and legality for use and
reliance by the City of Holly Hill, Florida

Scott Simpson, City Attorney

Aerial Photographs



Zoning Districts



Future Land Use

