

# REQUEST FOR BUDGET TRANSFER

Fiscal Year 2023

Department: City Administration

Division: City Manager

Date: 1/9/2023

**DECREASE BUDGET**

EXPENDITURE ACCOUNT NUMBER						Expenditure Account Title	Current Budget	Current Balance	Amount of Decrease	Remaining Balance
Fund	Dpt/Div	Activity	Obj	Ele	Project #					
457	0000	381	01	00		Transfer from Genral Fund	\$ -	\$ -	\$ 45,533	\$ 45,533
001	0000	389	98	00		Use of Reserves	274,755	274,755	45,533	320,288
<b>TOTAL DECREASE</b>									<b>\$ 91,066</b>	

**INCREASE BUDGET**

EXPENDITURE ACCOUNT NUMBER						Expenditure Account Title	Current Budget	Current Balance	Amount of Increase	Remaining Balance
Fund	Dpt/Div	Activity	Obj	Ele	Project #					
457	5502	575	46	00		Repairs and Maintenance	\$ -	\$ -	\$ 45,533	\$ 45,533
001	7979	581	91	54		Transfer to Marina	-	-	45,533	45,533
<b>TOTAL INCREASE</b>									<b>\$ 91,066</b>	

REASON FOR AMENDMENT: Simpson remediation construction services

DIRECTOR APPROVAL: \_\_\_\_\_ DATE: 1/9/2023

FINANCE APPROVAL: \_\_\_\_\_ DATE: 1/11/23

CITY MANAGER APPROVAL: \_\_\_\_\_ DATE: 1/11/2023

(\$5,000 TO \$49,999)

CITY COMMISSION AGENDA DATE: 1-9-2023 APPROVED? Y

(\$50,000 OR MORE)

**FOR FINANCE USE**

Entry Date: 01/17/2023  
S. Posey

Batch Number: B# 1437

Document #: BA 03-105

Res# 3100  
CCM# 23-005

**Resolution No. 2023-3100**

**A Resolution of the City of Sanford, Florida, amending the City's annual operating budget for the fiscal year beginning October 1, 2022 and ending September 30, 2023 for the purchase of construction remediation services from Simpson Environmental Services LLC., providing for implementing administrative actions; providing for a savings provision; providing for conflicts; providing for severability and providing for an effective date.**

**Whereas,** the Commission of the City of Sanford, Florida has adopted an annual operating budget for the fiscal year beginning October 1, 2022 and terminating on September 30, 2023 specifying certain projected revenues and expenditures for the operations of Sanford municipal government; and

**Whereas,** the City's budget presumes that each department generally will, to the best of their ability, maintain its expenditures within its allocated budgeted level and exercise prudence in expending funds during the course of the City's fiscal year; and

**Whereas,** from time-to-time circumstances and events may require that the original City budget may need revision such as for the purchase of construction remediation services for the Sanford Downtown Marina from Simpson Environmental Services LLC.; and

**Whereas,** the City Commission, in its judgment and discretion, has the authority to adjust the budget to more closely coincide with actual and expected events.

**Now, therefore, be it adopted and resolved by the City Commission of the City of Sanford, Florida as follows:**

**Section 1. Adoption of Budget Amendment; Simpson Environmental Services LLC.,**

The annual operating budget of the City of Sanford for the fiscal year beginning October 1, 2022 and terminating on September 30, 2023 is hereby revised and amended by Attachment "A" that relates to the purchase of construction remediation services from Simpson Environmental Services LLC., The Attachment is hereby incorporated into this Resolution as if fully set forth herein verbatim. Except as amended herein, the annual operating budget for the City of Sanford for fiscal year beginning October 1, 2022 and terminating on September 30, 2023 shall remain in full force and effect.

**Section 2. Implementing administrative actions.**

The City Manager, or designee, is hereby authorized and directed to implement the provisions of this Resolution by means of such administrative actions as may be deemed necessary and appropriate in order to procure the purchase of electrical services from Chinchor Electric, Inc.

**Section 3. Savings.**

The prior actions of the City of Sanford relating to the adoption of the City budget and related activities are hereby ratified and affirmed.

**Section 4. Conflicts.**

All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed.

**Section 5. Severability.**

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

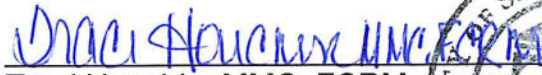
word, or portion of this Resolution not otherwise determined to be invalid, unlawful, or unconstitutional.

**Section 6. Effective Date.**

This Resolution shall become effective immediately upon enactment.

**Passed and adopted this 9th day of January, 2023.**

*Attest:*



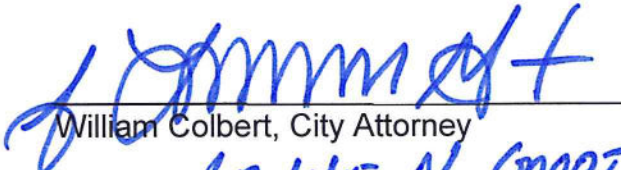
Traci Houchin, MMC, FCRM  
City Clerk

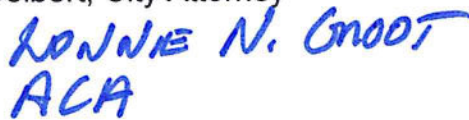


For use and reliance of the Sanford  
City Commission only.  
Approved as to form and legality.

**City Commission of the City of  
Sanford**

  
\_\_\_\_\_  
Art Woodruff  
Mayor

  
\_\_\_\_\_  
William Colbert, City Attorney

  
\_\_\_\_\_  
Lonnie N. Groot  
ACA



**CITY COMMISSION MEMORANDUM 23-005  
JANUARY 9, 2023 AGENDA**

**TO:** Honorable Mayor and Members of the City Commission  
**PREPARED BY:** Owen Christopher Smith, Project Planner, Urban Design  
Craig Radzak, Assistant City Manager  
**SUBMITTED BY:** Norton N. Bonaparte, Jr., City Manager  
**SUBJECT:** Budget Amendment Resolution No. 2023-3100; Procurement of Services;  
Simpson Environmental Service, LLC.

**STRATEGIC PRIORITIES:**

- Unify Downtown & the Waterfront
- Promote the City’s Distinct Culture
- Update Regulatory Framework
- Redevelop and Revitalize Disadvantaged Communities

**SYNOPSIS:**

Approval of Resolution No. 2023-3100, amending the City budget and the approval to procure the services of Simpson Environmental Service, LLC. are requested.

**FISCAL/STAFFING STATEMENT:**

Funds in the amount of \$45,533.11 is requested and are available in the General Reserve Fund. The funds will be transferred into the Marina Fund account.

**BACKGROUND:**

Simpson Environmental Service, LLC. of Trilby, Florida provides construction related microbial remediation services to the City through a competitively bid procurement. The requested approval of emergency work is to provide demolition, renovation construction services to the Sanford Downton Marina. During hurricane Ian, the office and storage building experienced severe interior flooding which caused significant damage and elevated mold growth which rendered the building unusable, unsalvageable and as such the marina management personnel was evacuated from using these premises. The work performed by this firm will work alongside the demolition and renovation contractor, who will provide the necessary sanitation and remediation work to eliminate any mold issues required in order to reoccupy and resume normal administrative operations to the marina.

The services of Simpson Environmental Service, LLC. were procured by means of piggybacking a Orange County contract “Bid No. Y18-1091” through # PBA 22/23-213. The piggyback process is a program of cooperative bidding which may be used by public bodies, public entities and

political subdivisions throughout the State and it satisfies all purchasing requirements applicable to the City. This process results in the procurement of goods and services at highly competitive pricing without the expenditure of City funds that would otherwise be directed by means of the highly time-intensive procurement processes and procedures that are necessitated by competitive bidding, etc.

The adoption of a budget amendment resolution and authorization to procure services are requested. The services will be procured in accordance with the City's Purchasing Policies and Procedures.

**LEGAL REVIEW:**

The Assistant City Attorney has reviewed the proposed Resolution and procurement procedure set out in this Agenda memorandum and has no legal objection.

**RECOMMENDATION:**

City staff recommends that the City Commission approve Resolution No. 2023-3100, to amend the budget, and authorize procurement of needed services from Simpson Environmental Service, LLC. in an amount not to exceed \$45,533.11.

**SUGGESTED MOTION:**

"I move to approve Resolution No. 2023-3100 and approve the proposed procurement of services from Simpson Environmental Service, LLC. in an amount not to exceed \$45,533.11."

- Attachments: (1). Budget Amendment Resolution No. 2023-3100.  
(2). Piggyback Contract (PBA # 22/23-213).  
(3). Orange County contract "Bid No. Y18-1091"  
(4). Simpson Environmental Service, LLC.

GROUP NUMBER . : 01437 CM-REMEDICATION CONSTRUCTIN  
GROUP USER . . : POSEYS Posey, Shanna - Executive

TRANS NO	TRANS DATE	DOCUMENT	ACCOUNT NUMBER	DESCRIPTION 1	PROJECT	BUDGET AMOUNT	ORIG (Y/N)
DESCRIPTION 2		TYPE					
0000100	01/09/2023	BA 03-105	457-0000-381.01-00	CM-REMEDICATION CONSTRUCTIN		45,533.00	
RES# 3100 / CCM# 23-005							
0000200	01/09/2023	BA 03-105	001-0000-389.98-00	CM-REMEDICATION CONSTRUCTIN		45,533.00	
RES# 3100 / CCM# 23-005							
0000300	01/09/2023	BA 03-105	457-5502-575.46-00	CM-REMEDICATION CONSTRUCTIN		45,533.00	
RES# 3100 / CCM# 23-005							
0000400	01/09/2023	BA 03-105	001-7979-581.91-54	CM-REMEDICATION CONSTRUCTIN		45,533.00	
RES# 3100 / CCM# 23-005							

TOTALS:

AMOUNT CALCULATED	AMOUNT ENTERED	DIFFERENCE
COUNT: 4		
AMOUNT: 182,132.00	182,132.00	

**Peter J. Staffieri**  
Digitally signed by Peter J. Staffieri  
DN: cn=Peter J. Staffieri,  
o=City of Sanford,  
ou=Finance Department,  
email=peter.staffieri@sanfordfl.gov, c=US  
Date: 2023.01.23 13:41:26 -05'00'