

## Sandra Siefken

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**From:** Angela Atkinson  
**Sent:** Monday, February 6, 2023 12:07 PM  
**To:** commissioners  
**Cc:** Ralph Rosado, PhD, AICP; Marlon Lobban; Delroy Peters; Kaelynn Crawford; Sandra Siefken  
**Subject:** Public Works Budget Amendment  
**Attachments:** 02.06.23 Budget Amendment Sidewalk Repairs.pdf

Good morning Mayor, Vice Mayor, and Commissioners,

Attached you will find a budget amendment request from the Director of Public Works. The Public Works Department is transferring \$2,500 from Repair & Replace Equipment and \$2,500 from Repair & Maintenance of Bldg/Parks in the Street Maintenance Fund to Repair & Maintenance of Grounds for Sidewalk Repairs. Please see attached for the Budget amendment and Memos for more details.

This amendment is less than 5% of the total budget of each department per the Village Ordinance therefore is being distributed to the Commission and will be posted on the Village website for transparency. If you have any questions, please let me know.

Respectfully,

Angela



## North Bay Village Memorandum

1666 Kennedy Causeway, Suite 300 North Bay Village, FL 33141  
Tel: (305) 756-7171 Fax: (305) 756-7722 Website: [www.northbayvillage-fl.gov](http://www.northbayvillage-fl.gov)

**NORTH BAY VILLAGE**  
EST. 1945

**Date: February 3, 2023**

**To: Angela Atkinson, CFO**

**From: Marlon Lobban, Director Public Works**

**Subject: BUDGET AMENDMENT**

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A request was made to repair a damaged and cracked sidewalk on Harbor Island. A site inspection was conducted, and found approximately 350 SY of 5 foot sidewalk needed to be replaced.

Operations obtained 3 estimates from local vendors for the repair and replacement of sidewalk at the identified locations as required by procurement procedures (see attached).

The lowest estimate was in the amount of \$4,950. The existing street and repair maintenance budget had already been exhausted, and a budget amendment is needed to fund the requested sidewalk repairs.




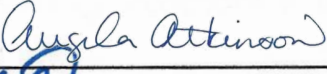

NORTH BAY VILLAGE  
EST. 1945

### Budget Amendment Form

Department	Public Works	Date	02/02/2023
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Fund(s) to be changed: STREET MAINTENANCE

GL Account	GL Line Item	Transfer to:	Transfer from:
<a href="#">112.18.541.4605</a>	REPAIR & MAINTENANCE OF GROUNDS	\$ 5,000.00	
<a href="#">112.18-541.4602</a>	REPAIR & REPLACE EQUIPMENT		\$ 2,500.00
<a href="#">112.18.541.4604</a>	REPAIR & MAINTENANCE OF BLDG/PARKS		2,500.00
<b>TOTAL (Columns must be equal)</b>		<b>\$ 5,000.00</b>	<b>\$ 5,000.00</b>

<b>Description:</b>	
Transfer funds in order to repair the sidewalks on East and West Drives on Harbor Island.	
Approved By:	
Department Director: 	Date: 02/02/2023
Chief Financial Officer: 	Date: 02/06/23
Village Manager: 	Date: 02/02/23





# ESTIMATE

Date: 1/27/2023

QUOTE TO: North Bay Village, Public Works Department  
 1666 Kennedy Causeway, 3rd Floor  
 North Bay Village, FL 33141

Meagan PH: 305.756.7171  
 Cook

Reference: Sidewalk Repairs along EAST DR and WEST DR (various locations)

		Estimate #	Quote Validity	Payment Terms
		012723-01	30 days from date	Net 30 days
QTY	Description	Price	Total	
1	Mobilization (EA)	\$1,500.00	\$1,500.00	
1	Remove and Dispose existing Concrete Sidewalk <500 (LS)	\$1,750.00	\$1,750.00	
1	Remove and Dispose existing Concrete Curb <50 (LS)	\$1,000.00	\$1,000.00	
1	New Sidewalk Installation less than 500 SF (LS)	\$3,000.00	\$3,000.00	
1	New Concrete Curb less than 50 LF (LS)	\$2,000.00	\$2,000.00	
Exclusions: Survey, MOT, Testing, Permits, As-Builts, Dewatering, Shoring, Off-Duty, Lighting, Security, Bypass, utility relocation, water supply, any fees		<b>Subtotal</b>	<b>\$9,250.00</b>	
		<b>Tax</b>		
		<b>Total Due</b>	<b>\$9,250.00</b>	
Accepted by: _____		Printed Name: _____		
Date: _____		Title: _____		





# SANTA MARIA TRUCKING, INC.

ENGINEERING LIC. #E201902

17900 SW 208<sup>th</sup> STREET MIAMI, FL 33187

TEL (305) 323-0400 EMAIL: [WS.SANTAMARIATRUCKING@GMAIL.COM](mailto:WS.SANTAMARIATRUCKING@GMAIL.COM)

## "PROPOSAL"

TO: NORTH BAY VILLAGE  
 ATTN: MEAGAN COOK  
 JOB SITE: VARIOUS LOCATIONS  
 DATE: JAN 26, 2023  
 NO.: P01262023

WE PROPOSE TO FURNISH AND SUPPLY ALL LABOR MATERIALS FOR THE REFERENCED PROJECT:

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DEMOLITION AND REMOVAL OF CONCRETE SIDEWALKS  
 DEMOLITION AND REMOVAL OF CURBING  
 HAULING OF SIDEWALKS & CURBING THAT WAS REMOVED  
 FORM AND POUR NEW CONCRETE SIDEWALK AND CURBING

**TOTAL OF \$6,150.00**

REMARKS: PERMIT AND PERMIT FEES ARE NOT INCLUDED. ANY ADDITIONAL WORK NOT SPECIFIED ON ABOVE PROPOSAL IS EXCLUDED ANY AND ALL ADDITIONAL WORK WILL BE BILLED SEPERATELY.

**50% DEPOSIT REQUIRED WITH CONTRACT APPROVAL, BALANCE DUE UPON WORK COMPLETION**

PLEASE SIGN AND RETURN TO PROCEED WITH THE PROPOSED SCOPE OF WORK.

SIGN: \_\_\_\_\_  
 NORTH BAY VILLAGE

DATE: 01/26/2023

SIGN: \_\_\_\_\_  
 SANTA MARIA TRUCKING, INC.

DATE: 01/26/2023