



Budget Amendment Form

Department UTILITY ADMINISTRATION	Date 5/5/2025
Fund(s) to be changed:	UTILITIES

GL Account	GL Line Item	Transfer to:	Transfer from:
430.35.535.4607	REPAIR & MAINTENANCE BUILDING	\$ 62,284.10	\$ -
430.00.389.3890	APPROPRIATION OF FUND BALANCE	\$ -	\$ 62,284.10
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
TOTAL (Columns must be equal)		\$ 62,284.10	\$ 62,284.10

Description:
 BUDGET AMENDMENT IN THE AMOUNT OF \$34,097.80 TO REPAIR FLYGT 88 HP LIFT STATION PUMP AND \$28,186.30 FOR THE PURCHASE (2) NEW PUMPS FOR TREASUERE LIFT STATION (1) REBUILT PUMP AND INSTALL OF (2) PUMPS IN THE STATION. APPROPRIATION OF FUND BALANCE 430.00.389.3890 TO THE REPAIR & MAINTENANCE OF BUILDING 430.35.535.4607.

Department Director: *[Signature]* Date: 5/20/2025
 Chief Financial Officer: *Controller Budget Officer* Date: 5/20/2025
 Village Manager: *[Signature]* Date: 5/20/2025



NORTH BAY VILLAGE
EST. 1945

ITEM NO. 11.I

North Bay Village Recommendation Memorandum

DATE: May 20, 2025

TO: Honorable Mayor, Vice Mayor and Members of the Village Commission

FROM: Steven Buckland, Public Works Director

SPONSORED BY:

SUBJECT: A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, RATIFYING EMERGENCY EXPENDITURES RELATED TO THE PURCHASE OF REPLACEMENT PUMPS AND SERVICES FOR THE TREASURE ISLAND AND VILLAGE HALL SEWER PUMP STATIONS IN THE AMOUNT OF \$62,284.10; AMENDING THE BUDGET FOR FISCAL YEAR 2024-2025; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE - VILLAGE MANAGER FRANK ROLLASON (PUBLIC WORK DIRECTOR STEVEN BUCKLAND)

RECOMMENDATION

It is recommended that the Village Commission ratify the Village Manager's approval of the emergency repairs to DoneRite, with a total expenditure of \$62,284.10.

BACKGROUND AND ANALYSIS

The proposed resolution seeks approval from the Village Commission to ratify emergency expenditures for the Treasure Island and Village Hall Pump Stations.

In February 2025 the Treasure Island pump station suffered a failure of both pumps due to foreign material contamination and was put on bypass. It was determined that due to the age of the pumps, and their inability to process foreign matter, the Village would be best served by installing new pumps that were equipped with grinder impellers. Staff received Village Manager approval to proceed and ordered the replacement pumps from DoneRite at a total cost of \$28,186.30. The pumps were put into service in April 2025 and the pump station is now fully operational.

In April of 2025 the Village Hall Pump Station suffered a failure of one of the two pumps. DoneRite was called to replace the pump with the spare pump the Village had in stock. Unfortunately, the spare pump was found to be damaged and in need of extensive repairs.

The station was placed on bypass and staff received Village Manager approval to proceed with emergency repairs by DoneRite at a total cost of \$34,097.80. The pump was put back into service in April 2025 and the pump station is now fully operational.

Pursuant to §36.25 (I)Emergency procurements.

Notwithstanding any other provisions of this ordinance, the Village Manager may make emergency procurements of goods and services when there exists a threat to public health, welfare, or safety; provided that such emergency procurements shall be made with such competition as is practicable under the circumstances. The Village Manager may also make emergency procurements of design, engineering, construction management and construction services as provided by Section 255.20, Florida Statutes. A written determination of the basis for the emergency and for the selection of the particular contractor shall be included in the written contract file. As soon as practicable, a record of each emergency procurement shall be made and shall set forth the contractor's name, the amount and type of the contract, and a listing of the item(s) procured under the contract.

In the interest of public health and safety, the Public Works Director requested that the Village Manager approve the emergency repair. It is recommended that the Village Commission ratify the Village Manager's approval of the emergency repairs to DoneRite, with a total expenditure of \$62,284.10.

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)

These repairs need to be done, and it requires a budget amendment from Appropriation of Fund Balance #430-00-389-3890 for \$62,284.10 to acct #430-35-535-4607

PERSONNEL IMPACT

None

ATTACHMENTS

[Resolution Ratifying Emergency Repairs- Pump Stations.DOCX](#)

[Exhibit A-inv.18832.pdf](#)

[Exhibit B-inv.18888.pdf](#)

[Exhibit C-Budget Amendment Repairs to the Pump Station.pdf](#)