

COUNCIL AGENDA STATEMENT

Meeting Date: September 9, 2025

To: Honorable Mayor and Council Members

From: Dan Saus, Utility Director

Through: George Garrett, City Manager



Agenda Item: **Resolution 2024-86** Awarding An Emergency Contract For The Area 5 Membrane Replacement To Reynolds Construction, LLC In An Amount Not To Exceed \$72,765.44; Authorizing The City Manager To Enter Into Agreements In Connection Therewith, Appropriating And Expending Budgeted Funds; And Providing For An Effective Date

BACKGROUND & JUSTIFICATION:

City staff realized in June 2024 that the efficiency of the membranes at Area 5 WWTP were decreasing. We pulled the membranes and realized that not only were the membranes deteriorating, but the entire framework that supports them was failing. We contacted the supplier, and they agreed to supply us with new membranes and upgrade all the framework from their standard 304 SS to 316 SS. Once a proposal was received from the supplier, Council passed Resolution 2024-110 to purchase additional membranes to expand our hydraulic capacity. This included the 316SS framework at no cost. This work was scheduled for February of 2025 but due to unforeseen supply chain issues the membranes were not received until August of 2025. The week after their arrival 2 of the three trains failed completely. We had to pull out the old units which were literally falling apart and install the new membranes immediately in order to keep serving our customers. This resolution covers most of the cost because the emergency repairs are ongoing but are nearly complete. We expect another shipment of membranes will be needed and the final project to complete the hydraulic upgrade will be need to be bid out soon. During the removal and evaluation of the original membranes we had created purchase orders to cover those costs. When we realized, they were going to need to be replaced we stopped working with a \$42,049.00 balance left on the PO. This amount was deducted from the current work charges as shown on the invoice.

CONSISTENCY CHECKLIST:

	Yes	No
1. Comprehensive Plan	_____	_____
2. Other –Sewer Mandate	_____	_____

FISCAL NOTE:

Approval of this resolution will appropriate funds in the FY25 Wastewater Utility Budget for this project.

RECOMMENDATION:

Approve Resolution

Sponsored by: Garrett

**CITY OF MARATHON, FLORIDA
RESOLUTION 2025-86**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARATHON, FLORIDA, AWARDED A CONTRACT FOR EMERGENCY REPAIRS AT AREA 5 WWTP TO REYNOLDS CONSTRUCTION, LLC IN AN AMOUNT NOT TO EXCEED \$72,765.44; AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONTRACT AND EXPENDING BUDGETED FUNDS ON BEHALF OF THE CITY; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City of Marathon required emergency repairs at the Area 5 wastewater treatment plant, and

WHEREAS, Reynolds Construction LLC has a continuing services agreement with the City, and,

WHEREAS, staff recommends approval of this contract.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARATHON, FLORIDA, THAT:

Section 1. The above recitals are true and correct and incorporated herein.

Section 2. The City Council hereby authorizes the City Manager to enter into an agreement and expend budgeted funds on behalf of the City to Reynolds Construction, LLC in the amount not to exceed \$72,765.44.

Section 3. This resolution shall take effect immediately upon its adoption.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MARATHON, FLORIDA, THIS 9th DAY OF SEPTEMBER 2025.

THE CITY OF MARATHON, FLORIDA

Lynn Landry, Mayor

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

Diane Clavier, City Clerk

(City Seal)

**APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE USE
AND RELIANCE OF THE CITY OF MARATHON, FLORIDA ONLY:**

Steve Williams, City Attorney



City of Marathon
9805 Overseas Highway
Marathon, FL 33050
(305)743-0033

Purchase Order

P.O. Number: 240217
Description: SA5 MBR MEMBRANE REMOVE/REPLACE
Vendor: 4545

P.O. Date: 08/30/2024
Required Date: 08/30/2024
Operator: VD
Name:
Category:
Project:

REYNOLDS CONSTRUCTION
300 SE BROAD STREET
FAIRBURN GA 30213

Special Instructions:
AS PER REYNOLDS PROPOSAL 08/29/24
CSA RES 2023-46

Bill To:
CITY OF MARATHON 9805 OVERSEAS HIGHWAY MARATHON FL 33050
Ship To:
CITY OF MARATHON UTILITIES DEPARTMENT 9805 OVERSEAS HIGHWAY MARATHON FL 33050

Quantity	Description	Unit-Cost	Amount
1.00	ALL LABOR, MATERIALS & EQUIPMENT REQUIRED FOR THE MBR MEMBRANE REMOVAL REPLACEMENT, JUMPER INSTALLATION AT THE AREA 5 WWTP TOTAL COST	26,381.6700	26,381.67
450-6920-535-461-05	REPAIR & MAINT EQUIP SA5	26,381.67	
Purchase Order Total			26,381.67

PURCHASE ORDER REQUISITION

VENDOR NO. _____

DATE August 29, 2024 DATE NEEDED _____

VENDOR Reynolds Construction SHIP TO: _____

ADDRESS 1 300 East Broad Street _____

ADDRESS 2 Fairburn, GA 30213 _____

AMOUNT OF PURCHASE \$26,381.67

ACCOUNT NUMBER 450-6920-535-461.05

DESCRIPTION OF REQUISITION:

Area 5 MBR Membrane Removal and Replacement, **EMERGENCY REPAIR**

APPROVAL SIGNATURES

DEPARTMENT HEAD:  _____

CITY MANAGER:  _____

FINANCIAL APPROVAL  _____

Purchase order #

Date Processed:

Reynolds Construction 300 East Broad St Fairburn, GA 30213		CHANGE PROPOSAL SUMMARY NO.:				
PROJECT NAME: Area 5 - MBR Membrane Removal & Replacement - Jumper Installation		PROJ. NO.:				
LOCATION: Marathon, FL		DATE: 08/29/24				
OWNER: City of Marathon		DRAWING NO.:				
ENGINEER:		SPEC. SECTION:				
REFERENCE PCO NO.: 000 FIELD DIRECTIVE NO.: 0 RFI NO.: N/A OTHER:						
DESCRIPTION: Area 5 - MBR Membrane Removal & Replacement - Jumper Installation						
Given the urgency, Reynolds anticipates to have six (6) staff members on site. We anticipate a two (2) day working period. Upon inspection each MBR appears to differ. Although spare materials will be ordered, Reynolds cannot guarantee lead times of unforeseen materials as we've only fully viewed one (1) MBR. T&M no guaranteed max. Pricing is Reynolds best estimate based only viewing one tank. The City of Marathon shall supply a telehandler.						
PRICING INFORMATION						
		SKILL/TRADE	MAN-HOURS	RATE	COST	
1. DIRECT LABOR 1.A PRODUCT LABOR: 1.B <input type="checkbox"/> FOREMAN <input type="checkbox"/> SUPERINTENDENT 1.C OFFICE ENGINEERING: 1.D BURDEN		See backup sheet for breakdown	72		\$ 6,431.58	
				Safety	0	\$ 88.24
		QA/QC	0	\$ 86.28	\$ -	
		Superintendent	0	\$ 133.00	\$ -	
		Project Engineer	8	\$ 92.75	\$ 742.00	
		Project Manager	2	\$ 133.00	\$ 266.00	
		Labor Burden (included in Rates)			-	
					\$ 7,439.58	
2. MATERIALS AND EQUIPMENT						
		DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	COST
2.A INCORPORATED IN WORK:		See Detail Break Down	1	LS	\$ 7,012.34	\$ 7,012.34
						\$ -
						\$ -
2.B CONSUMED IN PERFORMANCE:		Small Tools and Expendables (5% of field labor)				\$ 321.58
2.C EQUIPMENT:		See Backup Sheet	1	LS	\$ 1,150.00	\$ 1,150.00
		Fuel and Service 20% of Equip Cost	1	LS	\$ 230.00	\$ 230.00
2.D DIRECT COSTS:						\$ 8,713.92
2.E SALES TAX: 7.5%						\$ 653.54
						\$ 9,367.46
3. SUBCONTRACTORS		NAME	DESCRIPTION OF WORK			COST
3.A DIRECT:		See Detail Sheet				\$ 5,100.00
3.B LOWER TIER:						
						\$ 5,100.00

Contract Time Extension Costs		Days Requested	Daily Rate	COST
Contractor Extension Costs		0	0	\$ -
Subcontractor Extension Costs		0	0	\$ -
*(daily rate is subject to change per actual OH items)				Total Time Extension Costs \$ -
EXTENSION OF CONTRACT TIME:				
N/A	This Proposal does not include any \$ for extension or acceleration but the right to ask for these costs at a later date is expressly reserved if determined to be necessary.			
N/A	Extension cost is included in this proposal			
N/A	Acceleration cost to maintain project schedule are included in this proposal. *			
5. FEE STRUCTURE				
	Rate	COST	Overhead & Profit	SUBTOTAL
A. Contractor				
1. Direct Labor:		\$ 7,439.58	20%	\$ 8,927.50
2. Material & Equipment:		\$ 9,367.46	20%	\$ 11,240.95
3. Subcontractors:		\$ 5,100.00	10%	\$ 5,610.00
4. Bond & Insurance:	1.95%	\$ 502.68	20%	\$ 603.22
TOTAL COST OF THIS CHANGE PROPOSAL (All deductions shown in parentheses):			TOTAL	\$ 26,381.67
RECORD DOCUMENTS: As part of this Change Proposal, the Contractor shall provide applicable record drawing information affected by this change.				
Signed: Josh Vondersaar Title: Project Manager Contractor: Reynolds Construction, LLC				
Date: 08/29/24				
ACCEPTANCE BY OWNER				
Signature of Owner's Authorized Representative: _____ Date: _____				
Engineer to prepare necessary change order _____ Engineer to Re-negotiate change proposal as noted above _____ Other as above _____				
OWNER:	CONTRACTOR: Reynolds Construction		PROJECT	
ENGINEER:	FIELD:		NO.:	
	OTHER:		DATE:	