



# Pinellas County

## Staff Report

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**File #:** 24-2216A, **Version:** 1

**Agenda Date:** 1/28/2025

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**Subject:**

Receipt and file report of purchasing items delegated to the County Administrator for the quarter ending December 31, 2024.

**Recommended Action:**

Accept the receipt and file report of purchasing items delegated to the County Administrator.

**Strategic Plan:**

Deliver First Class Services to the public and Our Customers.

5.3 Ensure effective and efficient delivery of county services and support.

**Summary:**

The Board of County Commissioners (Board) has delegated authority to the County Administrator to approve purchases and other purchasing related processes with the requirement that all approvals be submitted for receipt and file on a quarterly basis.

**Background Information:**

The County Administrator has delegated authority to award contracts up to \$250,000.00 in a fiscal or calendar year. For purchases initiated from State of Florida bids or negotiated contracts, the County Administrator has delegated authority to approve in any amount. The County Administrator has delegated authority to increase maintenance, repair and operating contracts in an amount not to exceed fifty percent (50%) of the amount previously approved by the Board subject to the same unit pricing, terms and conditions.

The County Administrator has delegated authority to extend the term of Board approved contracts above the threshold of \$250,000.00 pending all prices, terms and conditions remain the same. The County Administrator has delegated authority to approve change orders and amendments in an amount not to exceed \$250,000 or ten percent (10%), whichever is less, and to release retainage and close out construction type contracts when the change order does not exceed \$250,000.00 or ten percent (10%) of the total award, whichever is less.

The County Administrator also has delegated authority to approve emergency purchases up to \$250,000.00. Emergency purchases in excess of \$250,000.00 are approved by the County Administrator and entered into the minutes of the Board of County Commissioners via the receipt and file report.

Lastly, the County Administrator has delegated the authority for non-purchasing items pursuant to Section 2-62 in an amount not to exceed \$25,000.00 to the Director of Administrative Services.

**Fiscal Impact:**

The attached list contains approvals of competitive sealed bidding, Florida State contracts, master purchase agreement increases, emergency purchases, contract extensions, and items delegated to the Administrative Services Director as per County Code 2-62, 2-164, 2-176, 2-177, 2-178, 2-180, 2-181, 2-184 and 2-185.

**Staff Member Responsible:**

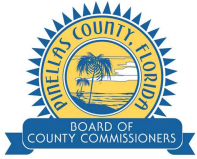
Barry A. Burton, County Administrator  
Joe Lauro, Director, Administrative Services  
Merry Celeste, Purchasing Director, Administrative Services

**Partners:**

N/A

**Attachments:**

List of Purchasing items approved by the County Administrator and the Director of Administrative Services for quarter ending December 31, 2024.



# Pinellas County

## Staff Report

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**File #:** 24-1027D, **Version:** 1

**Agenda Date:** 12/31/2024

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**Subject:**

Emergency purchase with TargetSolutions Learning LLC for emergency water mitigation assessment at St. Pete/ Clearwater Airport.

**Recommended Action:**

Approval by the County Administrator for emergency water mitigation assessment at St. Pete/ Clearwater Airport with TargetSolutions Learning LLC.

- This contract provides the necessary site assessment and emergency response in support to the recovery efforts from the impacts of Hurricane Milton. The source of the loss is due to heavy storm activity and water intrusion from excessive rainfall in multiple areas throughout St. Pete/ Clearwater Airport.
- This emergency request is for the not-to-exceed amount \$163,145.24.
- The costs incurred will be offset with reimbursement from FEMA.
- Due to this being an emergency request for an unplanned event, it is not budgeted for in the FY25 Budget. Airport will likely have lapse available to absorb the costs in the immediate future. A portion of the costs incurred will likely be offset with reimbursement from the Federal Emergency Management Agency and the State of Florida.

Contract No. 25-00036-E in the amount of \$163,145.24 through completion

**Strategic Plan:**

Ensure Public Health, Safety, and Welfare

2.1 Provide planning, coordination, prevention, and protective services to ensure a safe and secure community

Deliver First Class Services to the Public and Our Customers

5.3 Ensure effective and efficient delivery of county services and support

**Summary:**

This contract provides the necessary site assessment and emergency response in support to the recovery efforts from the impacts of Hurricane Milton. The source of the loss is due to heavy storm activity and water intrusion from excessive rainfall in multiple areas throughout St. Pete/ Clearwater Airport.

**Background/Explanation:**

Potential damages from heavy storm activity and water intrusion throughout St. Pete/ Clearwater Airport due to Hurricane Milton.

**Fiscal Impact:**

Contract in the not-to-exceed amount: \$163,145.24.

Due to this being an emergency request for an unplanned event, it is not budgeted for in the FY25 Budget. Airport will likely have lapse available to absorb the costs in the immediate future. A portion of the costs incurred will likely be offset with reimbursement from the Federal Emergency Management Agency and the State of Florida.

**Delegated Authority:**

Authority for the County Administrator to approve this emergency purchase is granted under Code Section 2-181.

**Staff Member Responsible:**

Tom Jewsbury, Director, Airport

Merry Celeste, Purchasing Director, Administrative Services

Joe Lauro, Director, Administrative Services

**Partners:**

N/A

**Attachments:**

N/A



**DATE: October 11, 2024**

**TO: Kevin Rzeszut - St. Petersburg – Clearwater International Airport Facility Manager**

**CC: Austin Stone, Target Solutions BD, Target National Management**

**FROM: Don Kiblin – Target Solutions**

**RE: Tropical Cyclone Milton Emergency Mitigation Services -St. Petersburg- Clearwater International Airport – Project ID: 65322**

**OMNIA VENDOR #: R191605**

**FL Business License: F11000001497**

**FL GC License: CGC1534674**

**FL Roofing License: CCC1334676**

**FL Mold License: MRSR4819**

Target Solutions was engaged for a site assessment and emergency response in support to the recovery efforts from the impacts of Tropical Cyclone Milton. The source of the loss is due to heavy storm activity and water intrusion from excessive rainfall in multiple areas throughout the property at 14700 Terminal Blvd Clearwater, FL 33762.

**General Items:**

- ☐ Target Solutions will provide any and all Consumables/Equipment needed to complete the atmospheric stabilization, water damage extraction, demolition, and cleaning to ensure affected areas are addressed.
- ☐ Target Solutions will initially transport all debris and building materials to dumpsters located at the jobsite to be disposed of per all environmental regulations
- ☐ On-site Safety meeting will be held daily and logged.
- ☐ All Target Solutions employees will be properly supervised with a management to technician of approx.: (1) Supervisor to (10) Technicians.
- ☐ Target Solutions proposes to run 1 shift on approx. 10-hour shifts to complete the work.
  - Each shift will consist of
    - Project Manager
    - Assistant Project Manager
    - Project Supervisor(s)
    - General Labor
    - Please note that Target Solutions will scale up or scale down as requested by customer's priorities.
- ☐ Target Solutions proposes to complete the work in approximately 4-8 working days. Including weekends.
- ☐ Target Solutions will work with **St. Petersburg – Clearwater International Airport** to help with any special needs that may need to be addressed.
- ☐ All work will be in accordance with the IICRC industry standards.
- ☐ Testing for asbestos containing materials (ACM) is required before any demolition of building materials can commence. This is required by law for the health and safety of the workers, occupants, and all other personnel.

- ❑ Perform Damage Assessment and Moisture survey of entire property.
- ❑ Initial cleaning and dispose of falling debris to include but not limited to ceiling tiles and wall material.

### **SCOPE OF WORK:**

The following information is respectfully submitted as an overview of the necessary services required for initial emergency response at **St. Petersburg – Clearwater International Airport**. As additional items become apparent the scope and critical path will change. All parties will be advised of deviation to scope and adjustments will be made.

### **1<sup>st</sup> Floor**

- Ticketing A
  - Checkpoint A Screening and Queueing
  - Gate 1-5
  - Gate 7-12
  - Baggage Claim
- ❑ Perform water extraction throughout all affected areas to remove bulk of water and conduct moisture mapping/survey of entire property.
  - ❑ Set up drying equipment to perform structural drying of affected materials to include but not limited to acoustical ceiling tiles, sheetrock ceiling and wall, and carpet flooring.
  - ❑ **Contents may require manipulation**
  - ❑ Demo will be conducted while in a 6 mil plastic sheeting containment "Critical Barriers" while under negative air filtration (please see attached **Target General Work Practices**). *Attempts will be made to dry sheetrock associated with common walls, where possible.*
  - ❑ Remove and dispose of vinyl cove base from all affected walls, to include drilling of ¾ weep holes to expedite drying process through wall cavities, if necessary.
  - ❑ HEPA vacuum all debris.
  - ❑ Treat all affected areas with EPA approved anti-microbial agents.
  - ❑ General construction cleaning of area of work.
  - ❑ Perform cleaning and disinfectant on carpet flooring.
  - ❑ Work in conjunction with Airport Staff to identify impacted areas outside of Target's scope of work to include but not limited to the Main Corridor.
  - ❑ Moisture map and monitor equipment daily.

### **2nd Floor**

- AD201 – AD209 and AD212 – AD212A
  - TD102 Vestibule
  - Elevator Landing B133, 256 and 253
  - 229B, 229, 233A, 233, 235C, 235D, 235, 237, 248 Hallway, 248A
  - B132 Corridor
- ❑ Perform water extraction throughout all affected areas to remove bulk of water and conduct moisture mapping/survey of entire property.
  - ❑ Set up drying equipment to perform structural drying of affected materials to include but not limited to acoustical ceiling tiles, sheetrock ceiling and wall, and carpet flooring.
  - ❑ **Contents may require manipulation**
  - ❑ Remove and dispose of vinyl cove base from all affected walls, to include drilling of ¾ weep holes to expedite drying process through wall cavities, if necessary.
  - ❑ HEPA vacuum all debris.
  - ❑ Treat all affected areas with EPA approved anti-microbial agents.
  - ❑ General construction cleaning of area of work.
  - ❑ Perform cleaning and disinfectant on carpet flooring.
  - ❑ Moisture map and monitor equipment daily.

### **3rd Floor**

- AD301

- ❑ Perform water extraction throughout all affected areas to remove bulk of water and conduct moisture mapping/survey of entire property.
- ❑ Set up drying equipment to perform structural drying of affected materials to include but not limited to acoustical ceiling tiles, sheetrock ceiling and wall, and carpet flooring.
- ❑ **Contents may require manipulation**
- ❑ Remove and dispose of vinyl cove base from all affected walls, to include drilling of ¾ weep holes to expedite drying process through wall cavities, if necessary.
- ❑ HEPA vacuum all debris.
- ❑ Treat all affected areas with EPA approved anti-microbial agents.
- ❑ General construction cleaning of area of work.
- ❑ Perform cleaning and disinfectant on carpet flooring.
- ❑ Moisture map and monitor equipment daily.

#### **General Practices for Selective Demolition:**

##### **Negative Pressure**

When required for containment, all negative air units shall be exhausted through a door or window to the exterior of the building. Units will be placed at locations opposite to and distant from the decontamination chamber.

##### **Containments**

All surfaces shall be pre-cleaned using HEPA vacuums. Site contents will be relocated during selective demo. Critical barriers will be installed and consist of one layer of 6mil poly sheeting over doors, windows, wall penetrations (e.g., electrical sockets), and non-movable equipment/furnishings. All affected materials to be removed and disposed of in 6mil plastic bags and disinfected before exiting the containment area for disposal.

#### **CRITICAL PATH MANAGEMENT**

Understanding the sense of urgency inherent in projects of this nature, a flexible approach to the restoration project is mandatory. Following acceptance of this scope of work, a Critical Path Management (CPM) Program will be established that will outline the definitive sequence of events and their corresponding time frames for completion of each event. This CPM Program will be formulated based solely on the sense of urgency as reflected by ***St. Petersburg – Clearwater International Airport*** considering each phase of this operation. Coordination of all phases of this restoration project is critical to the successful, timely, and cost-effective completion of the work. The sequence in which the work will be performed will be discussed following determination of the Critical Path.

#### **IMPORTANT POINTS**

This scope is an overview of the total project. Some cleaning procedures outlined above may be changed at the discretion of ***Target Solutions***' management to maximize effectiveness and efficiency. This scope is not intended to be a sequential outline of work but rather an overview of the total project. Any changes or alterations to this scope at the request of building management may cause an adjustment to the total project cost. All changes must be submitted in writing and approved by all parties involved before they become binding.

It is assumed that ***Target Solutions*** will have necessary access to the facility. Common utilities such as water and electrical power must be readily available in suitable quantities. All work and services provided for in this scope are based on initial inspections of the damage. Due to the unknowns in dealing with losses of this nature, some methods of the cleaning effort may require adjustment as the job progresses. All work provided for in this scope is intended to be accomplished under "best effort" circumstances.

Daily communication is critical for the success of any project. In an effort to keep all interested parties apprised of the status of this project, we request that the **Target Solutions'** on-site Project Manager and a designated representative from **St. Petersburg – Clearwater International Airport** meet daily. It is preferable this representative have decision-making authority regarding any changes, either additions or deletions, to this scope of work.

At the request of management, **Target Solutions** will provide Material Safety Data Sheets (MSDS) on all chemicals brought on-site and used in the restoration, cleaning/decontamination process. All chemicals used are biodegradable. Proof of Insurance will also be provided at the customer's request.

## **PRICING**

**TARGET SOLUTIONS** proposes to perform the scope of services as outlined above on current Schedule of Rates.

**Initial Projected charges upon completion:  
\$163,145.39 Including a 10% contingency and estimated applicable taxes**

\*\*\*Once the work is completed, an invoice based on the actual time and material used will be presented will all necessary back up documentation. Upon acceptance of this proposal, an invoice of 30% of this proposal, **\$48,943.62** will be presented for immediate payment within seven (7) days of executed contract.

**\*\*\*The above pricing is for emergency response, stabilization, demolition, sanitizing.**

### **Exclusions:**

1. Temporary Power to Building
2. Asbestos Abatement
3. Mold Remediation
4. ACM Testing
5. Tax Exemption
6. Content Inventory and Packout
7. Document Restoration
8. Reconstruction

It has been *Target Solutions'* pleasure to submit this proposal. Thank you for your consideration.

Respectfully Submitted,

Austin Stone  
Target Solutions  
409-626-2290  
[Austin.Stone@TargetTeam.com](mailto:Austin.Stone@TargetTeam.com)





**St. Petersburg - Clearwater International Airport**  
**Client: Pinellas County Board of County Commissioners**  
**14700 Terminal Boulevard**  
**Clearwater, Florida 33762**

**Project Number: 65322**

**Proposed Start Date: 10/10/24**

**Proposed Completion Date: 10/16/24**

**Project Manager: Don Kiblin**

Labor Classification	Estimated Total
2 - Project Coordinator	\$ 2,080.00
3 - Project Manager	\$ 8,000.00
6 - Assistant Project Manager	\$ 5,760.00
7 - Project Administrative	\$ 2,200.00
10 - Restoration Supervisor	\$ 5,480.00
11 - Resource Coordinator	\$ 464.00
13 - General Labor - (Experienced with Cotton Operations)	\$ 28,737.00

**Labor Summary: \$ 53,721.00**

Reimbursables	Estimated total
Per Diem	\$ 4,158.00
Hotels	\$ 6,120.00
Gas for Vehicle	\$ 266.40
Disel for Vehicle	\$ 432.00

**Reimbursables Summary: \$ 10,976.40**

Equipment Description	Estimated Total
202 - Air Scrubber(HEPA) - Large (1001-2000 cfm)	\$ 1,015.00
205 - Cart, Tilt / Demolition	\$ 120.00
216 - Extraction Unit, Portable (Gas Powered)	\$ 600.00
229 - Gang Box(Misc. Power Tools)	\$ 1,080.00
245 - Moisture Survey - IR Camera	\$ 2,080.00
246 - Moisture Survey - Moisture Meter	\$ 464.00
247 - Offsite Disposal Fee	\$ 270.00
249 - PPE Package A (3 or less)	\$ 1,296.00
257 - Saw - Kett (Includes Blades)	\$ 55.00
262 - Sprayer, Pump	\$ 128.00
263 - Trailer - Flatbed, Cargo	\$ 3,120.00
266 - Trash Can	\$ 1,536.00
268 - Truck - Pickup (3/4 Ton)	\$ 2,880.00
272 - Vacuum, HEPA	\$ 720.00
274 - Van, Cargo/Passenger	\$ 640.00
279 - Air Mover / Axial Fan	\$ 12,416.00
283 - Dehumidifier Refrigerant - XL (>=125 ppd)	\$ 29,760.00

**Equipment Summary: \$ 58,180.00**

Consumables	Estimated Total
101 - Carpet, Cleaner / Deodorizer	\$ 155.88
105 - Degreaser, Light Duty	\$ 197.58
112 - Disinfectant / Bleach	\$ 74.70
135 - Bags, Trash Environmental - 6ml	\$ 368.06
148 - Dust Mask	\$ 68.25
152 - Ducting, 8" Lay flat (6 mil)	\$ 37.50
155 - Filter, Collection bag for HEPA Vacuum	\$ 43.32
157 - Filter, Pleated for Neg Air Machine	\$ 170.52
158 - Filter, Pre Filter for Neg Air Machine	\$ 16.31
161 - Filter, Dehumidifier	\$ 643.20
163 - Furniture Blocks	\$ 114.75
166 - Gloves, Surgical Latex / Nitrile	\$ 974.40
169 - Mop Heads	\$ 33.60
174 - Plastic Sheeting (20' x 100') - 6 mil FR	\$ 140.73
181 - Spray Bottle w/ Trigger	\$ 54.10
184 - Tape, Caution	\$ 73.60
185 - Tape, Duct(Teal)	\$ 197.04
188 - Tape, Blue / painters	\$ 179.28
196 - Wipes, Cotton Cloth	\$ 545.00
201 - Wrap, Shrink	\$ 54.13

**Consumables Summary: \$ 4,141.95**

Vendor	Estimated Total
Mobilization Fee	\$ 12,421.16

**Vendor Summary: \$ 12,421.16**

#### Initial Rough Order of Magnitude

Labor Summary	\$ 53,721.00
Reimbursable Summary	\$ 10,976.40
Equipment Summary	\$ 58,180.00
Consumables Summary	\$ 4,141.95
Vendors (Subcontractors) Summary	\$ 12,421.16
<b>Total Not Including Tax and Contingency</b>	<b>\$ 139,440.51</b>
Sales Tax - 7.00%	\$ 9,760.84
Contingency - 10.0%	\$ 13,944.05
<b>Total Including Tax and Contingency</b>	<b>\$ 163,145.39</b>

#### Exclusion:

- 1) Temporary Power to Building
- 2) Asbestos Abatement
- 3) Mold Remediation
- 4) ACM Testing
- 5) Tax Exemption
- 6) Content Inventory and Packout
- 7) Document Restoration
- 8) Reconstruction

#### Special Notes:

Project schedule is set for 8 working days. Delays by weather or others, may affect final billing.