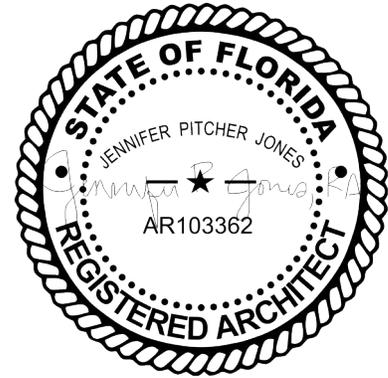


ADDENDUM 2

Project: Church Building Renovation and Addition
Owner: Trinity United Methodist Church, Panama City, Florida
Architect: Jennifer P. Jones, Architect, LLC
Date Issued: 3/13/2026



This Addendum is directed to all prime Contract Bidders and all others to whom Bid Documents have been issued by the Architect.

This Addendum forms a part of the Contract Documents. The following conditions take precedence over any conflicting conditions in the Drawings and Specifications. The Drawings and Specifications are hereby amended in the following particulars:

PART 1 - GENERAL

1.1 CLARIFICATIONS

- A. This project is required to participate in the City of Panama City's Fats, Oils, and Grease (FOG) program. The FOG equipment and design as shown in the Contract Documents has been approved by the City's Environmental Compliance Manager.

1.2 REVISIONS - SPECIFICATIONS

- A. Project Manual Section 087100 "Door Hardware" has been added to the Contract Documents.

1.3 REVISIONS - DRAWINGS

- A. None

1.4 ATTACHMENTS

- A. Project Manual Section 087100 "Door Hardware"
- B. Pre-Bid Conference Minutes & Sign-In Sheet
- C. Acceptance Letter from City of Panama City Environmental Compliance Manager re: approved fats/oils/grease interceptor and separator.
- D. Preliminary City of Panama City Impact Application with Water & Sewer Impact Fee Worksheet

END OF ADDENDUM 2

SECTION 087100 - DOOR HARDWARE

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes commercial door hardware for the following:
 - 1. Swinging doors.
 - 2. Sliding doors.
 - 3. Other doors to the extent indicated.
- B. Door hardware includes, but is not necessarily limited to, the following:
 - 1. Mechanical door hardware.
 - 2. Cylinders specified for doors in other sections.
- C. Related Sections:
 - 1. Division 01 Section "General Conditions".
 - 2. Division 06 Section "Rough Carpentry".
 - 3. Division 06 Section "Finish Carpentry".
 - 4. Division 08 Section "Operations and Maintenance".
 - 5. Division 08 Section "Hollow Metal Doors and Frames".
 - 6. Division 08 Section "Flush Wood Doors".
 - 7. Division 08 Section "Aluminum-Framed Entrances and Storefronts".
 - 8. Division 26 Section "Electrical"
- D. Codes and References: Comply with the version adopted by the Authority Having Jurisdiction.
 - 1. ANSI A117.1 - Accessible and Usable Buildings and Facilities.
 - 2. ANSI/SDI A250.13 - Testing and Rating of Severe Windstorm Resistant Components for Swing Door Assemblies.
 - 3. ASTM E1886 - Test Method for Performance of Exterior Windows, Curtain Walls, Doors and Shutters Impacted by Missiles and Exposed to Cyclic Pressure Differentials.
 - 4. ASTM E330 - Standard Test Method for Structural Performance of Exterior Windows, Curtain Walls, and Doors by Uniform Static Air Pressure difference.
 - 5. ASTM E1996 - Standard specification for performance of exterior windows, curtain walls, doors and storm shutters impacted by Windborne Debris in Hurricanes.
 - 6. ICC/IBC - International Building Code.

7. NFPA 70 - National Electrical Code.
 8. NFPA 80 - Fire Doors and Windows.
 9. NFPA 101 - Life Safety Code.
 10. NFPA 105 - Installation of Smoke Door Assemblies.
 11. TAS-201-94 - Impact Test Procedures.
 12. TAS-202-94 - Criteria for Testing Impact and Non-Impact Resistant Building Envelope Components using Uniform Static Air Pressure.
 13. TAS-203-94 - Criteria for Testing Products Subject to Cyclic Wind Pressure Loading.
 14. State Building Codes, Local Amendments.
- E. Standards: All hardware specified herein shall comply with the following industry standards as applicable. Any undated reference to a standard shall be interpreted as referring to the latest edition of that standard:
1. ANSI/BHMA Certified Product Standards - A156 Series.
 2. UL10C - Positive Pressure Fire Tests of Door Assemblies.
 3. ANSI/UL 294 - Access Control System Units.
 4. UL 305 - Panic Hardware.
 5. ANSI/UL 437- Key Locks.

1.3 SUBMITTALS

- A. Product Data: Manufacturer's product data sheets including installation details, material descriptions, dimensions of individual components and profiles, operational descriptions and finishes.
- B. Door Hardware Schedule: Prepared by or under the supervision of supplier, detailing, fabrication and assembly of door hardware, as well as procedures and diagrams. Coordinate the final Door Hardware Schedule with doors, frames, and related work to ensure proper size, thickness, hand, function, and finish of door hardware.
1. Format: Comply with scheduling sequence and vertical format in DHI's "Sequence and Format for the Hardware Schedule."
 2. Organization: Organize the Door Hardware Schedule into door hardware sets indicating complete designations of every item required for each door or opening. Organize door hardware sets in same order as in the Door Hardware Sets at the end of Part 3. Submittals that do not follow the same format and order as the Door Hardware Sets will be rejected and subject to resubmission.
 3. Content: Include the following information:
 - a. Type, style, function, size, label, hand, and finish of each door hardware item.
 - b. Manufacturer of each item.
 - c. Fastenings and other pertinent information.
 - d. Location of door hardware set, cross-referenced to Drawings, both on floor plans and in door and frame schedule.
 - e. Explanation of abbreviations, symbols, and codes contained in schedule.
 - f. Mounting locations for door hardware.

1.5 QUALITY ASSURANCE

- A. Manufacturers Qualifications: Engage qualified manufacturers with a minimum 5 years of documented experience in producing hardware and equipment similar to that indicated for this Project and that have a proven record of successful in-service performance.
- B. Certified Products: Where specified, products must maintain a current listing in the Builders Hardware Manufacturers Association (BHMA) Certified Products Directory (CPD).
- C. Installer Qualifications: A minimum 3 years documented experience installing both standard and electrified door hardware similar in material, design, and extent to that indicated for this Project and whose work has resulted in construction with a record of successful in-service performance.
- D. Door Hardware Supplier Qualifications: Experienced commercial door hardware distributors with a minimum 5 years documented experience supplying both mechanical and electromechanical hardware installations comparable in material, design, and extent to that indicated for this Project. Supplier recognized as a factory direct distributor by the manufacturers of the primary materials with a warehousing facility in Project's vicinity. Supplier to have on staff a certified Architectural Hardware Consultant (AHC) available during the course of the Work to consult with Contractor, Architect, and Owner concerning both standard and electromechanical door hardware and keying.
- E. Storm Shelter Impact Protective Assembly Installer Qualifications: Installers are to be factory trained for shop and field installation prior to project bid, and are responsible for commissioning, servicing, and warranting the installed equipment specified for the project. A pre-installation site inspection of the frame and floor conditions shall be conducted by the factory trained installer prior to any Storm Shelter Impact Protective assembly hardware applied to the opening.
- F. Source Limitations: Obtain each type and variety of door hardware specified in this section from a single source unless otherwise indicated.
 - 1. Electrified modifications or enhancements made to a source manufacturer's product line by a secondary or third party source will not be accepted.
- G. Hurricane Resistant Exterior Openings (State of Florida including the High Velocity Hurricane Zone (HVHZ)): Provide exterior door hardware as complete and tested assemblies, or component assemblies, including approved doors and frames specified under Section 081113 "Hollow Metal Doors and Frames", to meet the design pressures, debris impact resistance, and glass and glazing requirements as detailed in the current State of Florida building code sections applicable to the Project.
 - 1. Each unit to bear third party permanent label in accordance with the Florida Building Code requirements.

- H. Each unit to bear third party permanent label indicating compliance with the referenced testing standards.
- I. Keying Conference: Conduct conference to comply with requirements in Division 01 Section "Project Meetings." Keying conference to incorporate the following criteria into the final keying schedule document:
 - 1. Function of building, purpose of each area and degree of security required.
 - 2. Plans for existing and future key system expansion.
 - 3. Requirements for key control storage and software.
 - 4. Installation of permanent keys, cylinder cores and software.
 - 5. Address and requirements for delivery of keys.
- J. Pre-Submittal Conference: Conduct coordination conference in compliance with requirements in Division 01 Section "Project Meetings" with attendance by representatives of Supplier(s), Installer(s), and Contractor(s) to review proper methods and the procedures for receiving, handling, and installing door hardware.
 - 1. Prior to installation of door hardware, conduct a project specific training meeting to instruct the installing contractors' personnel on the proper installation and adjustment of their respective products. Product training to be attended by installers of door hardware (including electromechanical hardware) for aluminum, hollow metal and wood doors. Training will include the use of installation manuals, hardware schedules, templates and physical product samples as required.
 - 2. Inspect and discuss electrical roughing-in, power supply connections, and other preparatory work performed by other trades.
 - 3. Review sequence of operation narratives for each unique access controlled opening.
 - 4. Review and finalize construction schedule and verify availability of materials.
 - 5. Review the required inspecting, testing, commissioning, and demonstration procedures
- K. At completion of installation, provide written documentation that components were applied according to manufacturer's instructions and recommendations and according to approved schedule.

1.6 DELIVERY, STORAGE AND HANDLING

- A. Inventory door hardware on receipt and provide secure lock-up and shelving for door hardware delivered to Project site. Do not store electronic access control hardware, software or accessories at Project site without prior authorization.
- B. Tag each item or package separately with identification related to the final Door Hardware Schedule, and include basic installation instructions with each item or package.
- C. Deliver, as applicable, permanent keys, cylinders, cores, access control credentials, software and related accessories directly to Owner via registered mail or overnight package service. Instructions for delivery to the Owner shall be established at the "Keying Conference".

1.7 COORDINATION

- A. Templates: Obtain and distribute to the parties involved templates for doors, frames, and other work specified to be factory prepared for installing standard and electrified hardware. Check Shop Drawings of other work to confirm that adequate provisions are made for locating and installing hardware to comply with indicated requirements.
- B. Door and Frame Preparation: Doors and corresponding frames are to be prepared, reinforced and pre-wired (if applicable) to receive the installation of the specified electrified, monitoring, signaling and access control system hardware without additional in-field modifications.

1.8 WARRANTY

- A. General Warranty: Reference Division 01, General Requirements. Special warranties specified in this Article shall not deprive Owner of other rights Owner may have under other provisions of the Contract Documents and shall be in addition to, and run concurrent with, other warranties made by Contractor under requirements of the Contract Documents.
- B. Warranty Period: Written warranty, executed by manufacturer(s), agreeing to repair or replace components of standard and electrified door hardware that fails in materials or workmanship within specified warranty period after final acceptance by the Owner. Failures include, but are not limited to, the following:
 - 1. Structural failures including excessive deflection, cracking, or breakage.
 - 2. Faulty operation of the hardware.
 - 3. Deterioration of metals, metal finishes, and other materials beyond normal weathering.
 - 4. Electrical component defects and failures within the systems operation.
- C. Warranty Period: Unless otherwise indicated, warranty shall be one year from date of Substantial Completion.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. Hardware shall not have any visible manufacturer names on exposed materials, except cylinders, when the door is in a closed position.

2.2 BUTT HINGES

- A. Hinges: ANSI/BHMA A156.1 butt hinges with number of hinge knuckles and other options as specified in the Door Hardware Sets.
 - 1. Quantity: Provide the following hinge quantity:
 - a. Two Hinges: For doors with heights up to 60 inches.

- b. Three Hinges: For doors with heights 61 to 90 inches.
 - c. Four Hinges: For doors with heights 91 to 120 inches.
 - d. For doors with heights more than 120 inches, provide 4 hinges, plus 1 hinge for every 30 inches of door height greater than 120 inches.
2. Hinge Size: Provide the following, unless otherwise indicated, with hinge widths sized for door thickness and clearances required:
 - a. Widths up to 3'0": 4-1/2" standard or heavy weight as specified.
 - b. Sizes from 3'1" to 4'0": 5" standard or heavy weight as specified.
 3. Hinge Weight and Base Material: Unless otherwise indicated, provide the following:
 - a. Exterior Doors: Heavy weight, non-ferrous, ball bearing or oil impregnated bearing hinges unless Hardware Sets indicate standard weight.
 - b. Interior Doors: Standard weight, steel, ball bearing or oil impregnated bearing hinges unless Hardware Sets indicate heavy weight.
 4. Hinge Options: Comply with the following:
 - a. Non-removable Pins: With the exception of electric through wire hinges, provide set screw in hinge barrel that, when tightened into a groove in hinge pin, prevents removal of pin while door is closed; for all out-swinging lockable doors.
 5. Manufacturers:
 - a. McKinney (MK) - TA/T4A Series, 5-knuckle.

2.3 CONTINUOUS HINGES

- A. Continuous Geared Hinges: ANSI/BHMA A156.26 Grade 1-600 continuous geared hinge. with minimum 0.120-inch thick extruded 6063-T6 aluminum alloy hinge leaves and a minimum overall width of 4 inches. Hinges are non-handed, reversible and fabricated to template screw locations. Factory trim hinges to suit door height and prepare for electrical cut-outs.
 1. Manufacturers:
 - a. Pemko (PE).

2.4 DOOR OPERATING TRIM

- A. Flush Bolts and Surface Bolts: Provide products conforming to ANSI/BHMA A156.3 and A156.16, Grade 1.
 1. Flush bolts to be furnished with top rod of sufficient length to allow bolt retraction device location approximately six feet from the floor.
 2. Furnish dust proof strikes for bottom bolts.

3. Surface bolts to be minimum 8" in length and U.L. listed for labeled fire doors and U.L. listed for windstorm components where applicable.
 4. Provide related accessories (mounting brackets, strikes, coordinators, etc.) as required for appropriate installation and operation.
 5. Manufacturers:
 - a. Rockwood (RO).
- B. Coordinators: ANSI/BHMA A156.3 door coordinators consisting of active-leaf, hold-open lever and inactive-leaf release trigger. Model as indicated in hardware sets.
1. Manufacturers:
 - a. Rockwood (RO).
- C. Door Push Plates and Pulls: ANSI/BHMA A156.6 door pushes and pull units of type and design specified in the Hardware Sets. Coordinate and provide proper width and height as required where conflicting hardware dictates.
1. Push/Pull Plates: Minimum .050 inch thick, size as indicated in hardware sets, with beveled edges, secured with exposed screws unless otherwise indicated.
 2. Door Pull and Push Bar Design: Size, shape, and material as indicated in the hardware sets. Minimum clearance of 2 1/2-inches from face of door unless otherwise indicated.
 3. Offset Pull Design: Size, shape, and material as indicated in the hardware sets. Minimum clearance of 2 1/2-inches from face of door and offset of 90 degrees unless otherwise indicated.
 4. Pulls shall be provided with a 10" clearance from the finished floor on the push side to accommodate wheelchair accessibility.
 5. Fasteners: Provide manufacturer's designated fastener type as indicated in Hardware Sets. When through-bolt fasteners are in the same location as a push plate, countersink the fasteners flush with the door face allowing the push plate to sit flat against the door.
 6. Manufacturers:
 - a. Rockwood (RO).

2.5 CYLINDERS AND KEYING

- A. General: Cylinder manufacturer to have minimum (10) years experience designing secured master key systems and have on record a published security keying system policy.
- B. Cylinder Types: Original manufacturer cylinders able to supply the following cylinder formats and types:
 1. Threaded mortise cylinders with rings and cams to suit hardware application.
 2. Rim cylinders with back plate, flat-type vertical or horizontal tailpiece, and raised trim ring.
 3. Bored or cylindrical lock cylinders with tailpieces as required to suit locks.

4. Tubular deadlocks and other auxiliary locks.
 5. Mortise and rim cylinder collars to be solid and recessed to allow the cylinder face to be flush and be free spinning with matching finishes.
 6. Keyway: Manufacturer's Standard.
- C. Keying System: Each type of lock and cylinders to be factory keyed.
1. Supplier shall conduct a "Keying Conference" to define and document keying system instructions and requirements.
 2. Furnish factory cut, nickel-silver large bow permanently inscribed with a visual key control number as directed by Owner.
 3. Existing System: Field verify and key cylinders to match Owner's existing system.
- D. Key Quantity: Provide the following minimum number of keys:
1. Change Keys per Cylinder: Two (2)
 2. Master Keys (per Master Key Level/Group): Five (5).
 3. Construction Keys (where required): Ten (10).
- E. Construction Keying: Provide construction master keyed cylinders.
- F. Key Registration List (Bitting List):
1. Provide keying transcript list to Owner's representative in the proper format for importing into key control software.
 2. Provide transcript list in writing or electronic file as directed by the Owner.

2.6 KEY CONTROL

- A. Key Control Cabinet: Provide a key control system including envelopes, labels, and tags with self-locking key clips, receipt forms, 3-way visible card index, temporary markers, permanent markers, and standard metal cabinet. Key control cabinet shall have expansion capacity of 150% of the number of locks required for the project.
1. Manufacturers:
 - a. Lund Equipment (LU).
 - b. MMF Industries (MM).
 - c. Telkee (TK).

2.7 MORTISE LOCKS AND LATCHING DEVICES

- A. Mortise Locksets, Grade 1 (Heavy Duty): Provide ANSI/BHMA A156.13, Series 1000, Operational Grade 1 Certified Products Directory (CPD) listed mortise locksets. Listed manufacturers shall meet all functions and features as specified herein.
1. Manufacturers:

- a. ASSA ABLOY ACCENTRA (YA) - 8800FL Series.
- b. Corbin Russwin Hardware (RU) - ML2000 Series.
- c. Sargent Manufacturing (SA) - 8200 Series.

2.8 LOCK AND LATCH STRIKES

- A. Strikes: Provide manufacturer's standard strike with strike box for each latch or lock bolt, with curved lip extended to protect frame, finished to match door hardware set, unless otherwise indicated, and as follows:
 1. Flat-Lip Strikes: For locks with three-piece antifriction latchbolts, as recommended by manufacturer.
 2. Extra-Long-Lip Strikes: For locks used on frames with applied wood casing trim.
 3. Aluminum-Frame Strike Box: Provide manufacturer's special strike box fabricated for aluminum framing.
 4. Double-lipped strikes: For locks at double acting doors. Furnish with retractable stop for rescue hardware applications.
- B. Standards: Comply with the following:
 1. Strikes for Mortise Locks and Latches: BHMA A156.13.
 2. Strikes for Bored Locks and Latches: BHMA A156.2.
 3. Strikes for Auxiliary Deadlocks: BHMA A156.36.
 4. Dustproof Strikes: BHMA A156.16.

2.9 CONVENTIONAL EXIT DEVICES

- A. General Requirements: All exit devices specified herein shall meet or exceed the following criteria:
 1. Exit devices shall have a five-year warranty.
 2. At doors not requiring a fire rating, provide devices complying with NFPA 101 and listed and labeled for "Panic Hardware" according to UL305. Provide proper fasteners as required by manufacturer including sex nuts and bolts at openings specified in the Hardware Sets.
 3. Where exit devices are required on fire rated doors, provide devices complying with NFPA 80 and with UL labeling indicating "Fire Exit Hardware". Provide devices with the proper fasteners for installation as tested and listed by UL. Consult manufacturer's catalog and template book for specific requirements.
 4. Except on fire rated doors, provide exit devices with hex key dogging device to hold the pushbar and latch in a retracted position. Provide optional keyed cylinder dogging on devices where specified in Hardware Sets.
 5. Devices must fit flat against the door face with no gap that permits unauthorized dogging of the push bar. The addition of filler strips is required in any case where the door light extends behind the device as in a full glass configuration.

6. Lever Operating Trim: Where exit devices require lever trim, furnish manufacturer's heavy duty escutcheon trim with threaded studs for thru-bolts.
 - a. Lock Trim Design: As indicated in Hardware Sets, provide finishes and designs to match that of the specified locksets.
 - b. Where function of exit device requires a cylinder, provide a cylinder (Rim or Mortise) as specified in Hardware Sets.
 7. Vertical Rod Exit Devices: Where surface or concealed vertical rod exit devices are used at interior openings, provide as less bottom rod (LBR) unless otherwise indicated. Provide dust proof strikes where thermal pins are required to project into the floor.
 8. Narrow Stile Applications: At doors constructed with narrow stiles, or as specified in Hardware Sets, provide devices designed for maximum 2" wide stiles.
 9. Dummy Push Bar: Nonfunctioning push bar matching functional push bar.
 10. Rail Sizing: Provide exit device rails factory sized for proper door width application.
 11. Through Bolt Installation: For exit devices and trim as indicated in Door Hardware Sets.
 12. Hurricane and Storm Shelter Compliance: Devices to be U.L. listed for windstorm assemblies where applicable. Provide the appropriate hurricane or storm shelter products that have been independently third party tested, certified, and labeled to meet state and local windstorm building codes applicable to project.
- B. Conventional Push Rail Exit Devices (Heavy Duty): ANSI/BHMA A156.3, Grade 1 Certified Products Directory (CPD) listed exit devices. Listed manufacturers shall meet all functions and features as specified herein.
1. Provide exit devices with functions and features as follows:
 - a. Where required by code, provide knurling or abrasive coating on all levers leading to hazardous areas.
 - b. Meets UL and CUL Standard 10C Positive Pressure, Fire Test of Door Assemblies with levers that meet A117.1 Accessibility Code.
 - c. Meets Florida Building Code FL2998 and UL Certification Directory ZHEM.R21744 for latching hardware for hurricane requirements.
 - d. No catch points: addition of applied deflectors or other added components are not allowed.
 - e. No visible plastic.
 - f. Heavy duty end caps with flush and overlapping options made of stainless steel, brass, or bronze with architectural finishes.
 - g. Constructed of all stainless steel.
 - h. Stainless steel pullman type latch with deadlock feature.
 - i. Narrow or wide style exterior trim as specified in the hardware sets.
 - j. Center case adjustability on concealed vertical rod exit devices; single operation with hex key individually adjusts top or bottom latches. No retainer screws or clips required to maintain adjustment.
 - k. Ten-year limited warranty for mechanical features.
 2. Manufacturers:

- a. Corbin Russwin Hardware (RU) - PED4000 / PED5000 Series.
- b. Sargent Manufacturing (SA) - PE80 Series.

2.10 SURFACE DOOR CLOSERS

A. All door closers specified herein shall meet or exceed the following criteria:

1. General: Door closers to be from one manufacturer, matching in design and style, with the same type door preparations and templates regardless of application or spring size. Closers to be non-handed with full sized covers.
2. Standards: Closers to comply with UL-10C for Positive Pressure Fire Test and be U.L. listed for use of fire rated doors.
3. Size of Units: Comply with manufacturer's written recommendations for sizing of door closers depending on size of door, exposure to weather, and anticipated frequency of use. Where closers are indicated for doors required to be accessible to the Americans with Disabilities Act, provide units complying with ANSI ICC/A117.1.
4. Closer Arms: Provide heavy duty, forged steel closer arms unless otherwise indicated in Hardware Sets.
5. Closers shall not be installed on exterior or corridor side of doors; where possible install closers on door for optimum aesthetics.
6. Closer Accessories: Provide door closer accessories including custom templates, special mounting brackets, spacers and drop plates as required for proper installation. Provide through-bolt and security type fasteners as specified in the hardware sets.

B. Door Closers, Surface Mounted (Large Body Cast Iron): ANSI/BHMA A156.4, Grade 1 Certified Products Directory (CPD) listed surface mounted, heavy duty door closers with complete spring power adjustment, sizes 1 thru 6; and fully operational adjustable according to door size, frequency of use, and opening force. Closers to be rack and pinion type, one piece cast iron body construction, with adjustable backcheck and separate non-critical valves for closing sweep and latch speed control.

1. Large body cast iron surface mounted door closers shall have a 30-year warranty.
2. Manufacturers:
 - a. Corbin Russwin Hardware (RU) - DC8000 Series.
 - b. Norton Rixson (NO) - 9500 Series.
 - c. Sargent Manufacturing (SA) - 281 Series.

2.11 ARCHITECTURAL TRIM AND ACCESSORIES

A. Door, Frame and Wall Protective Trim: ANSI/BHMA A156.6, protective products as specified in the hardware sets. Door protection plates shall be not more than 2" less than door width on stop side and 1" less door width on the pull side or on stop side of pairs of doors. Listed manufacturers shall meet all functions and features as specified herein.

1. Provide protective trim with functions and features as follows:

- a. Meets ADA requirements for smooth bottom door surfaces.
 - b. UL Classified options for use on fire-rated doors up to 3 hours.
 - c. Fabricated from stainless steel, brass, bronze, aluminum, or high-impact plastic.
 - d. Available in a variety of sizes, finishes, and profiles to suit aesthetic and functional requirements.
 - e. Designed to protect doors, frames, and adjacent walls from damage due to impact, abrasion, or traffic.
 - f. Fasteners included; adhesive-backed options available for select models.
 - g. Ten-year limited warranty.
2. Manufacturers:
 - a. Rockwood (RO).

2.12 DOOR STOPS AND HOLDERS

- A. Door Stops and Bumpers: ANSI/BHMA A156.16, Grade 1 door stops and wall bumpers. Provide wall bumpers, either convex or concave types with anchorage as indicated, unless floor or other types of door stops are specified in Hardware Sets. Do not mount floor stops where they will impede traffic. Where floor or wall bumpers are not appropriate, provide overhead type stops and holders.

1. Manufacturers:

- a. Rockwood (RO).

- B. Overhead Door Stops and Holders: ANSI/BHMA A156.8, Grade 1 Certified Products Directory (CPD) listed overhead stops and holders to be surface or concealed types as indicated in Hardware Sets. Track, slide, arm and jamb bracket to be constructed of extruded bronze and shock absorber spring of heavy tempered steel. Provide non-handed design with mounting brackets as required for proper operation and function.

1. Manufacturers:

- a. Norton Rixson (NO).
- b. Rockwood (RO).
- c. Sargent Manufacturing (SA).

2.13 ARCHITECTURAL SEALS

- A. General: Thresholds, weatherstripping, and gasket seals to be of type and design as specified below or in the Hardware Sets. Provide continuous weatherstrip gasketing on exterior doors and provide smoke, light, or sound gasketing on interior doors where indicated. At exterior applications provide non-corrosive fasteners and elsewhere where indicated.

- B. Smoke Labeled Gasketing: Assemblies complying with NFPA 105 that are listed and labeled by a testing and inspecting agency acceptable to authorities having jurisdiction, for smoke control ratings indicated, based on testing according to UL 1784.
 - 1. Provide smoke labeled perimeter gasketing at all smoke labeled openings.
- C. Fire Labeled Gasketing: Assemblies complying with NFPA 80 that are listed and labeled by a testing and inspecting agency acceptable to authorities having jurisdiction, for fire ratings indicated, based on testing according to UL-10C.
 - 1. Provide intumescent seals as indicated to meet UL10C Standard for Positive Pressure Fire Tests of Door Assemblies, and NFPA 252, Standard Methods of Fire Tests of Door Assemblies.
- D. Sound-Rated Gasketing: Assemblies that are listed and labeled by a testing and inspecting agency, for sound ratings indicated.
- E. Replaceable Seal Strips: Provide only those units where resilient or flexible seal strips are easily replaceable and readily available from stocks maintained by manufacturer.
- F. Hurricane and Storm Shelter Compliance: Devices to be U.L. listed for windstorm assemblies where applicable. Provide the appropriate hurricane or storm shelter products that have been independently third party tested, certified, and labeled to meet state and local windstorm building codes applicable to project.
- G. Manufacturers:
 - 1. Pemko (PE).

2.14 FABRICATION

- A. Fasteners: Provide door hardware manufactured to comply with published templates generally prepared for machine, wood, and sheet metal screws. Provide screws according to manufacturers recognized installation standards for application intended.

2.15 FINISHES

- A. Standard: Designations used in the Hardware Sets and elsewhere indicate hardware finishes complying with ANSI/BHMA A156.18, including coordination with traditional U.S. finishes indicated by certain manufacturers for their products.
- B. Provide quality of finish, including thickness of plating or coating (if any), composition, hardness, and other qualities complying with manufacturer's standards, but in no case less than specified by referenced standards for the applicable units of hardware
- C. Protect mechanical finishes on exposed surfaces from damage by applying a strippable, temporary protective covering before shipping.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine scheduled openings, with Installer present, for compliance with requirements for installation tolerances, labeled fire door assembly construction, wall and floor construction, and other conditions affecting performance.
- B. Notify architect of any discrepancies or conflicts between the door schedule, door types, drawings and scheduled hardware. Proceed only after such discrepancies or conflicts have been resolved in writing.

3.2 PREPARATION

- A. Hollow Metal Doors and Frames: Comply with ANSI/DHI A115 series.
- B. Wood Doors: Comply with ANSI/DHI A115-W series.

3.3 INSTALLATION

- A. Install each item of mechanical and electromechanical hardware and access control equipment to comply with manufacturer's written instructions and according to specifications.
 - 1. Installers are to be trained and certified by the manufacturer on the proper installation and adjustment of fire, life safety, and security products including: hanging devices; locking devices; closing devices; and seals.
- B. Mounting Heights: Mount door hardware units at heights indicated in following applicable publications, unless specifically indicated or required to comply with governing regulations:
 - 1. Standard Steel Doors and Frames: DHI's "Recommended Locations for Architectural Hardware for Standard Steel Doors and Frames."
 - 2. DHI TDH-007-20: Installation Guide for Doors and Hardware.
 - 3. Where indicated to comply with accessibility requirements, comply with ANSI A117.1 "Accessibility Guidelines for Buildings and Facilities."
 - 4. Provide blocking in drywall partitions where wall stops or other wall mounted hardware is located.
- C. Retrofitting: Install door hardware to comply with manufacturer's published templates and written instructions. Where cutting and fitting are required to install door hardware onto or into surfaces that are later to be painted or finished in another way, coordinate removal, storage, and reinstallation of surface protective trim units with finishing work specified in Division 9 Sections. Do not install surface-mounted items until finishes have been completed on substrates involved.

- D. Push Plates and Door Pulls: When through-bolt fasteners are in the same location as a push plate, countersink the fasteners flush with the door face allowing the push plate to sit flat against the door.
- E. Thresholds: Set thresholds for exterior and acoustical doors in full bed of sealant complying with requirements specified in Division 7 Section "Joint Sealants."
- F. Storage: Provide a secure lock up for hardware delivered to the project but not yet installed. Control the handling and installation of hardware items so that the completion of the work will not be delayed by hardware losses before and after installation.

3.4 FIELD QUALITY CONTROL

- A. Field Inspection (Punch Report): Reference Division 01 Sections "Closeout Procedures". Produce project punch report for each installed door opening indicating compliance with approved submittals and verification hardware is properly installed, operating and adjusted. Include list of items to be completed and corrected, indicating the reasons or deficiencies causing the Work to be incomplete or rejected.

3.5 ADJUSTING

- A. Initial Adjustment: Adjust and check each operating item of door hardware and each door to ensure proper operation or function of every unit. Replace units that cannot be adjusted to operate as intended. Adjust door control devices to compensate for final operation of heating and ventilating equipment and to comply with referenced accessibility requirements.

3.6 CLEANING AND PROTECTION

- A. Protect all hardware stored on construction site in a covered and dry place. Protect exposed hardware installed on doors during the construction phase. Install any and all hardware at the latest possible time frame.
- B. Clean adjacent surfaces soiled by door hardware installation.
- C. Clean operating items as necessary to restore proper finish. Provide final protection and maintain conditions that ensure door hardware is without damage or deterioration at time of owner occupancy.

3.7 DEMONSTRATION

- A. Instruct Owner's maintenance personnel to adjust, operate, and maintain mechanical and electromechanical door hardware.

3.8 DOOR HARDWARE SETS

- A. The hardware sets represent the design intent and direction of the owner and architect. They are a guideline only and should not be considered a detailed hardware schedule. Discrepancies, conflicting hardware and missing items should be brought to the attention of the architect with corrections made prior to the bidding process. Omitted items not included in a hardware set should be scheduled with the appropriate additional hardware required for proper application and functionality.
1. Quantities listed are for each pair of doors, or for each single door.
 2. The supplier is responsible for handing and sizing all products.
 3. Where multiple options for a piece of hardware are given in a single line item, the supplier shall provide the appropriate application for the opening.

Hardware Sets

Set: 1.0

Doors: 1

Description: EXTERIOR EXIT PAIR

2	Continuous Hinge	CFMXXHD1	
1	Mullion	CRWS700AKM x Size Required	
1	Rim Exit Device, Nightlatch	PED5257 M52 HC K157ET	630
1	Rim Exit Device, Exit Only	PED5201 M52 HC EO	630
1	Cylinder Mullion Kit	CRMCK1	630
4	Cylinder	as required	630
2	Offset Pull	RM3312-48 Mtg-Type 1HD	US32D
2	Surface Closer / Stop	DC8200 A4	626
2	Kick Plate	K1050 10" X 1.5" LDW	US32D
2	Astragal [Mount on mull]	S772BL	
1	Gasketing	303AS TKSP	
1	Rain Guard	346C	
2	Sweep	315CN TKSP	
1	Threshold	2005AT x Length Required x MSES25SS	

Notes: -Hardware listed for design criteria, confirm with specific door manufacturer the hardware requirements to meet specified hurricane rating.

Set: 2.0

Doors: 2, 3

Description: EXTERIOR EXIT

1 Continuous Hinge	CFMXXHD1	
1 Rim Exit Device, Nightlatch	PED5257 M52 HC K157ET	630
2 Cylinder	as required	630
1 Offset Pull	RM3312-48 Mtg-Type 1HD	US32D
1 Surface Closer / Stop	DC8200 A4	626
1 Kick Plate	K1050 10" X 1.5" LDW	US32D
1 Gasketing	303AS TKSP	
1 Rain Guard	346C	
1 Sweep	315CN TKSP	
1 Threshold	2005AT x Length Required x MSES25SS	

Notes: -Hardware listed for design criteria, confirm with specific door manufacturer the hardware requirements to meet specified hurricane rating.

Set: 3.0

Doors: 28, 4, 5

Description: EXTERIOR DORMITORY LOCKSET

1 Continuous Hinge	CFMXXHD1	
1 Dormitory Lock	ML2065 103V M34	626
1 Cylinder	as required	630
1 Surface Closer / Stop	DC8200 A4	626
1 Kick Plate	K1050 10" X 1.5" LDW	US32D
1 Door Stop	409 / 446 as required	US26D
1 Gasketing	303AS TKSP	
1 Rain Guard	346C	
1 Sweep	315CN TKSP	
1 Threshold	2715A x Length Required x MSES25SS	

Notes: -Hardware listed for design criteria, confirm with specific door manufacturer the hardware requirements to meet specified hurricane rating.

Set: 4.0

Doors: 25

Description: STOREROOM EXIT

3 Hinge, Full Mortise	TA2714	US26D
1 Rim Exit Device	PED5249 103949PT M51	630
1 Cylinder	as required	630
1 Surface Closer / Stop	DC8200 A4	626
1 Kick Plate	K1050 10" X 1.5" LDW	US32D
1 Gasketing	S88BL	

Notes: -Knurling: Where required by local code provide knurling or abrasive coating to all levers on doors leading to hazardous areas such as electrical rooms, mechanical rooms, boiler and furnace rooms, janitor closets, and as otherwise required.

Set: 5.0

Doors: 14

Description: CLASSROOM EXIT

3 Hinge, Full Mortise	TA2714	US26D
1 Rim Exit Device	PED5245 M52 103945PT	630
2 Cylinder	as required	630
1 Surface Closer	DC8200 (Reg/ PA)	626
1 Kick Plate	K1050 10" X 1.5" LDW	US32D
1 Door Stop	409 / 446 as required	US26D
1 Gasketing	S88BL	

Set: 6.0

Doors: 10, 11, 12, 13, 7, 8, 9

Description: OFFICE

3 Hinge, Full Mortise	TA2714	US26D
1 Entrance Lock	ML2054 103V M34	626
1 Cylinder	as required	630
1 Door Stop	409 / 446 as required	US26D
3 Silencer	608	
1 Coat Hook	RM811	US26D

Set: 7.0

Doors: 6

Description: CLASSROOM PAIR w/ CLOSER

6 Hinge, Full Mortise	TA2714	US26D
1 Flush Bolt	2842 / 2962 (As Required)	US32D
1 Dust Proof Strike	570	US26D
1 Classroom Lock	ML2055 103V	626
1 Cylinder	as required	630
1 Coordinator	1700	US28
2 Surface Closer	DC8200 (Reg/ PA)	626
2 Kick Plate	K1050 10" X 1.5" LDW	US32D
2 Door Stop	409 / 446 as required	US26D
1 Astragal	18041CNB	
1 Gasketing	S88BL	

Set: 8.0

Doors: 15, 18, 19

Description: CLASSROOM

3 Hinge, Full Mortise	TA2714	US26D
1 Classroom Lock	ML2055 103V	626
1 Cylinder	as required	630
1 Door Stop	409 / 446 as required	US26D
1 Gasketing	S88BL	

Set: 9.0

Doors: 23

Description: CLASSROOM w/ OHS

3 Hinge, Full Mortise	TA2714	US26D
1 Classroom Lock	ML2055 103V	626
1 Cylinder	as required	630
1 Concealed Overhead Holder/Stop	2-X36	689
1 Gasketing	S88BL	

Set: 10.0

Doors: 22, 27

Description: CLASSROOM w/ CLOSER

3 Hinge, Full Mortise	TA2714	US26D
1 Classroom Lock	ML2055 103V	626

1 Cylinder	as required	630
1 Surface Closer	DC8200 (Reg/ PA)	626
1 Kick Plate	K1050 10" X 1.5" LDW	US32D
1 Door Stop	409 / 446 as required	US26D
1 Gasketing	S88BL	

Set: 11.0

Doors: 16, 17, 20, 21

Description: PRIVACY w/ CLOSER

3 Hinge, Full Mortise	TA2714	US26D
1 Privacy Lock	ML2068 103V M34 M19VN	626
1 Cylinder	as required	630
1 Surface Closer	DC8200 (Reg/ PA)	626
1 Mop Plate	K1050 4" X 1" LDW	US32D
1 Kick Plate	K1050 10" X 1.5" LDW	US32D
1 Door Stop	409 / 446 as required	US26D
1 Gasketing	S88BL	
1 Coat Hook	RM811	US26D

Set: 12.0

Doors: 24

Description: PASSAGE

3 Hinge, Full Mortise	TA2714	US26D
1 Passage Latch	ML2010 103V	626
1 Door Stop	409 / 446 as required	US26D
1 Gasketing	S88BL	

END OF SECTION 087100

Church Renovation & Addition for Trinity UMC, Panama City, Florida

Pre-Bid Meeting Minutes – March 10, 2026

Discussion items are in bold, italicized font.

1. Welcome and Introductions
 - a. A sign-in sheet was circulated.
 - b. Architect: Ms. Jennifer Jones, RA (email: jennifer@jpjarchitect.com)
 - c. Owner's Representative: Rev. Chris Ackerman
 - d. Questions about the Bid Documents should be directed to the Architect. Do not contact the Owner regarding this project.
 - e. We will conduct a walkthrough immediately after this meeting. An additional walkthrough will be scheduled via Addendum closer to the Bid Date. We do not anticipate granting any additional site access prior to the Bid Opening.
 - f. Minutes and the Sign-In Sheet from this meeting will be issued by Addendum.
2. Procurement and Contracting Requirements:
 - a. Be familiar with instructions given in Advertisement for Bids and Instructions to Bidders
 - b. Bids are to be delivered to this room and will be publicly opened and read aloud at the new date and time to be set via Addendum.
 - c. Bid Envelope: On the outside of the envelope, include:
 - i. Project Name
 - ii. Contractor's Name
 - iii. Florida Contractors License #
 - iv. Unique Entity ID (UEI) as issued by SAM.gov
 - d. Bids must be submitted on paper on the Bid Form Provided in the Project Manual
 - e. Bid Attachments:
 - i. Bid Bond – on Form AIA Document A310-2010 in the amount of 5% of the **total** bid.
 - ii. Certification Regarding Lobbying
 - iii. Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion
 - f. This is a Stipulated Sum (Single-Prime) Contract. Bids must be for the entire project plus all Alternates. We're only accepting bids from Prime Bidders.
 - g. See Bid Submittal Checklist.
 - h. Proposed Schedule of Values shall be emailed to the Architect within 24 hours after receipt of bids.
 - i. ***Bids shall include sales tax. The Owner is a tax-exempt entity, but, in Florida, the contractor is considered the end user in a lump sum construction contract. Therefore, there is no sales tax exemption for this project. The Owner will not be providing direct-purchase for materials. The contractor is responsible for purchasing materials.***
3. Communication during Bidding Period:
 - a. Bid Documents: I sent a link via email to all pre-qualified bidders. Let me know if you cannot view and download the documents. Bid Documents are also available through online plan rooms, but the only way to guarantee that you get any Addendum is to email me to be added to the plan holders list. When an Addendum is issued, I will upload it to the link I sent via email, then I will email all plan holders and notify you that an Addendum has been added. It is your responsibility to guarantee that you receive Addenda.

- b. The Bid Documents consist of
 - i. Civil Drawings
 - ii. Architectural, Structural, MEP Drawings
 - iii. Project Manual (Specifications)
 - iv. Addenda (Addendum #1 was issued on 3/6/2026.)
 - c. Bidder's Requests for Clarification or Interpretation shall be emailed to Architect (jennifer@jpjarchitect.com) at least 7 days prior to bid.
 - d. Bidder's Substitution Request / Prior Approval Request shall be emailed to Architect (jennifer@jpjarchitect.com) at least 10-days prior to bid.
 - e. Notice to Solicitation Respondents, as required by Florida Statute 287.057 (25):
 - i. "Respondents to this solicitation or persons acting on their behalf may not contact, between the release of the solicitation and the end of the 72-hour period following the agency posting the notice of intended award, excluding Saturdays, Sundays, and state holidays, any employee or officer of the executive or legislative branch concerning any aspect of this solicitation, except in writing to the procurement officer or as provided in the solicitation documents. Violation of this provision may be grounds for rejecting a response."
4. Contracting Requirements
- a. Construction Contract will be AIA A101-2017.
 - b. General Contractors, as well as subs and suppliers, must be familiar with the General Conditions, Supplementary Conditions, and Special Conditions, including FEMA Requirements / Contract Provisions.
 - c. Performance Bond and Payment Bond equal to 100% of Contract Amount is required.
 - d. Contingency Allowance is only to be used as approved by Owner and Architect.
 - e. Per FEMA requirements, the Owner shall retain 5% of each progress payment until completion and acceptance of all work and receipt of all required Closeout Documents.
 - f. The Owner will carry Builder's Risk Insurance.
 - g. See General Conditions for Contractor's Insurance requirements.
 - h. The Owner will contract directly with Testing Agency for Special Inspections, Threshold Inspections, and other required third-party testing.
 - i. FEMA Mandated Contract Provisions highlights (See Section 007400 "Special Conditions")
 - i. These must be included in your subcontracts as well.
 - ii. Compliance with Equal Employment Opportunity
 - iii. Compliance with Contract Work Hours and Safety Standards Act
 - iv. Compliance with Clean Air Act & Federal Water Pollution Control Act
 - v. Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusions (Appendix B to Special Conditions) *must be executed and attached to Bid.
 - vi. Compliance with Byrd Anti-Lobbying Amendment: Certification Regarding Lobbying (Appendix A to Special Conditions) *must be executed and attached to Bid.
 - vii. Compliance with Procurement of Recovered Materials and the Solid Waste Disposal Act
 - viii. Encourage Contracting with Small, Minority, Women's, and/or Veteran-Owned Businesses and Labor Surplus Area Firms
 - j. FDEM Mandated Contract Provisions highlights (See Section 007400 "Special Conditions")

- i. These must also be included in your subcontracts.
 - ii. May not bid if on “Convicted Vendor” list
 - iii. May not bid if on the “Scrutinized Companies” list.
 - iv. **Must use E-Verify to verify work authorization status of all employees hired after July 1, 2023.**
 - v. **Must register with SAM.gov and get a Unique Entity ID (UEI). This replaces the DUNS Number. This number must be received prior to bid and shown on the outside of the Bid Envelope. This takes time, so start early!**
- 5. Construction Documents
 - a. Project Overview / Scope of Work
 - i. Sitework / Stormwater Retention Pond
 - ii. Renovation Area
 - 1. Owner will remove all furnishings from the Renovation Area prior to Construction Start Date.
 - iii. Addition
 - iv. FEMA Funding
 - 1. Administrative project management support will be extremely important in this project due to the increased documentation required by the FEMA funding.
 - b. Temporary facilities
 - i. Contractor / Subcontractors may not use Owner’s toilet facilities.
 - c. Use of Site
 - i. Owner will occupy the east wing of the building during the entire construction duration. The east entrance shall be accessible at all times. Parking in the grass along Danford Avenue shall be available to the Owner at all times. Utility disruptions to the east wing of the building must be approved in advance by the Owner/Architect.
 - ii. The Renovation Area will be turned over to the Contractor on the Construction Start Date. This area may be used as a construction office if desired.
 - d. Work Restrictions: See Section 011000 “Summary”.
 - i. Keep in mind that the site is in a residential neighborhood.
 - ii. No smoking, alcohol, or other controlled substances allowed on the property.
 - e. Allowances: See Section 012100 “Allowances”
 - i. Read instructions carefully regarding the cost of receiving, handling, installation, and Contractor overhead and profit.
 - ii. These Allowances shall be included in your Base Bid unless otherwise noted (several are noted as Alternates).
 - f. Alternates: See Section “012300 “Alternates”
 - i. There is a section on the Bid Form to indicate the proposed amount for each Alternate. Alternates will be awarded in order, as funding allows.
 - ii. Pay close attention to Alternate No. 8 for the upgraded Generator Inlet box and Alternate No. 9 for the Generator. No. 9 is just the change in price from the Camlock connectors to the permanent generator.
 - g. Substitutions Following Award:
 - i. Substitutions for Cause must be submitted to Architect for approval.
 - ii. Substitutions for Convenience will not be considered.
 - h. Florida Product Approval

- i. For products requiring Florida Product Approval, submit FPA documentation with Submittal Documents.
 - i. Delegated Design Submittals: Require engineered design and certification
 - i. Wood Trusses
 - ii. Fire Alarm
 - j. ***The Contractor is responsible for obtaining all required permits from the City of Panama City and paying the permit fees and impact fees. The Owner has already paid for and received an approved Development Order Application.***
 - k. ***The City of Panama City has already reviewed and accepted the proposed Fats, Oils, Grease Interceptor and Separator.***
- 6. Project Schedule
 - a. **Bid Opening is postponed due to partial government shutdown.** Once the shutdown is over ***and FEMA's project review has resumed***, an Addendum will be issued ***to schedule a second Pre-Bid Walkthrough*** and to reschedule the Bid Opening. We anticipate giving at least ***a week's notice for the Walkthrough and an additional two weeks between the second walkthrough and the Bid Opening.***
 - b. Anticipate awarding project 1-2 weeks after bid opening if there are no bid irregularities
 - c. Anticipate Contract Signing 3 weeks after bid opening or as soon as contracts, bonds, insurance, and mandated contract provisions are in place.
 - d. Notice to Proceed (Construction Time start date) will be 1 week after Contract signing.
 - e. Contract stipulates **210 Calendar Days** for completion from Notice to Proceed to Substantial Completion
 - f. Requests for extra time for delays due to unforeseen conditions or weather conditions beyond the norm must be submitted and approved.
 - g. Liquidated Damages are included in the Supplementary Conditions and are set at \$250/day.
- 7. Questions?
 - a. ***The Architect reviewed the kitchen design with the City's plan reviewer and received verbal approval for the use of residential cooking and cleaning appliances in the kitchen. The kitchen will be considered a warming kitchen and must have signage stating such.***
- 8. Walkthrough
 - a. Reminder: Questions shall be directed to Architect. Do not direct questions to the church staff, leadership, or members. If further clarification or a change to the Bid Documents is required, it will be addressed in an Addendum.



February 19, 2025

Acceptance Letter

Attn: Emily Thomasee
Re: Trinity United Methodist Church
4400 W 19TH ST Panama City, FL 32401

The attached submittal prepared for one Schier Model GB-250 **In-Ground 100 gpm/ 1895 lb capacity GGI** is approved by our department for installation at the above referenced location. We find that your calculations are acceptable based on the sizing methodology found in FAC RULE 64E-6013, (7), (d), 1 and 2020 Florida Building Code, Plumbing, 7th Edition CHAPTER 10 TRAPS, INTERCEPTORS AND SEPARATORS.

Please follow the submittal as presented and always make sure you obtain a permit from before beginning any work. For additional plans review and permitting you will need to submit this letter along with any sketches or drawings pertaining to this project.

Upon installation, please schedule an inspection with the Environmental Compliance Division to ensure that the interceptor referenced in the submitted project plans complies with Ordinance 2772. **The device must pass inspection prior to issuance of a CA/CO.** This location will be required to participate in the City of Panama City Fats Oils and Grease (FOG) program.

It's been a pleasure assisting you with this project and if there is anything else I can help you with please do not hesitate to contact me at (850) 381-4119 or hmaedke@panamacity.gov.

Sincerely,
Hannah Maedke

Interim Environmental Compliance Manager

Samar Mazloun, Ph.D.
City Utilities Engineer

Ali Yuncuoglu, E.I.

Engineer I, Utilities Division

City of Panama City Utilities Connection & Impact Application

Public Works – Underground Utilities Division

POC: Sinem Yuncuoglu sinem@panamacity.gov Phone: (850) 691-4557

City of Panama City, City Hall, 501 Harrison Avenue, Lower Level, Room 013, Panama City, FL 32401

This application should be completed for a water utility service request for new or existing buildings. This includes requests for new water or sewer connections, irrigation meters, and resizing existing water meters. An Impact Fee Worksheet must be completed if adding fixtures to the building or if making a new service connection. ***Disclaimer: Submission of this application for new connections for properties located outside of City limits does not guarantee approval for services. Applicant will be required to connect based upon the listed options below. **City utilities and related services cannot be connected a la carte and will be billed accordingly.** Upon submission, all applications must be reviewed by the City's Public Works department's Underground Utilities division to evaluate connection feasibility. Written explanations will be provided in the event of a service connection denial.***

NOTE: All required City of Panama City water and sewer impact and connection fees shall be calculated by and paid to the City of Panama City prior to issuance of building permits. Building permits shall be contingent upon receipt of payment of water and sewer fees. This applies to all Development Orders issued on or after September 1, 2023. Development orders dated and issued prior to September 1, 2023, will need to pay all water and sewer impact fees to the City of Panama City prior to final inspection and issuance of the Certificate of Acceptance by the City. Building permits shall be contingent upon receipt of payment of water and sewer fees. Water and sewer impact fee invoices will be sent to the applicant's email within 10 business days.

Structure Type (Check ALL that Apply):

- Single-Family Duplex Multi-Family
 Office Warehouse Retail Store Restaurant
 Other: (New) Subdivision: # of Structures _____

Declining annexation into City Limits

Connection Type (Check ALL that Apply):

- Water / Trash / (active septic) (existing) Water / Sewer / Trash (existing) Irrigation Meter

Existing Service. Is there an existing account for City Utility Services at this address? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
Name: ?		
Email: ?		
Address: 4400 W. 19th St		
Parcel Identification Number: 28088-000-000		
Phone 1: 850-819-6911	Phone 2:	
City: Panama City	State: FL	Zip: 32405

Water Meter:

Water Meter Size:	3/4"	1"	1-1/2"	2"	Other
Number Requested:	N/A	N/A	1	N/A	

Fire Line Tap Size:	2"	4"	6"	8"	Other
Number Requested:	N/A	N/A	N/A	N/A	

Irrigation Meter:

Water Meter Size:	3/4"	1"	1-1/2"	2"	Other
Number Requested:	N/A	N/A	N/A	N/A	

Sewer:

Wastewater Tap Size:	2"	4"	6"	8"	Other
Number Requested:	N/A	1	N/A	N/A	

Comments. Please provide any additional comments that are relevant to the utility connection request. For example, existing service that needs a meter upgrade, meter relocation, developer to place service or just require meter installation etc.

There is an existing water service to building; no meter upgrade being requested.
 There is an existing sewer service to building; proposed new will connect to existing.
 Irrigation system will run off existing on-site well.

Please note the following advisory concerning water sewer connection fees, fixtures, and meters:

- New service connections / meter installation(s) may take up to 5 weeks following payment of all related fees.
- Prior to meter installation, please indicate preferred location for connection with stakes. Green stake for sewer and blue for water.
- For questions regarding water and sewer fee calculations, please contact Sinem Yuncuoglu, Utilities Plans Coordinator, Department of Public Works at sinem@panamacity.gov or 850-691-4557.
- For questions regarding service connection after payment, please contact Nickie Chapple, Utilities Administrative Coordinator, Underground Utilities Division at achapple@panamacity.gov or 850-872-3165.
- Monthly billing will commence upon the placement of the meter.
- **Water Connection Notice:** Separate lots, separate building sites, and garages or other structures that have been converted to a residential dwelling will require separate connections for the purposes of monthly billing for water rates. Primary dwellings, accessory dwelling units and meters will need separate addresses. Failure to apply for and receive an address prior to applying for water and sewer fees will result in a delay in calculating water and sewer fee calculations and issuance of an invoice. In cases where a number of houses or premises are supplied water through one meter or one service and owned by one person; and one or more of the houses or premises are sold or transferred or otherwise passes to another owner, the seller and former owner is required to disconnect such houses and have separate meters installed for each separate owner.
- Water and sewer connection fees can be paid at the City of Panama City Utility Billing, 501 Harrison Avenue, 1st floor, Suite 132. Please bring check or money order made out to the City of Panama City. Payments via mail can be sent to the following address:

City of Panama City
 ATTN: Utility Billing
 1st Floor
 501 Harrison Avenue
 Panama City FL, 32401-2621

- **Irrigation Meter Installations ONLY:**
 - By completing and signing this form, the requestor acknowledges their obligation to abide by the City's Cross-Control Program. It is the responsibility of the requestor to provide regular maintenance and future

upkeep along in addition to bearing financial responsibility of all matters in relation to the backflow preventor device.

- Applicant acknowledges their responsibility of procuring a licensed plumber and permit for proper device and equipment installation.
- For questions regarding Cross-Control Connection Program, please contact Hannah Maedke, Environmental Compliance Division at crossconnect@panamacity.gov or 850-691-4578.

Please note the following advisory from the City's Billing/Customer Service Department (City Hall, Room 105 and Phone: 850-872-3166) concerning monthly billing for new taps/construction accounts:

- Standardized bills are for water, sewer, and garbage.
 - Sec. 23-162. - Charges due although connection not made.
 - The sewer charges or rates provided for in this division shall be payable to the city by the owner of property, whenever such property is so situated as to require such owner to connect with the sewer system, as provided in section 23-130, whether or not such owner has been notified so to connect, and whether or not such owner connects with such system or makes use thereof.
 - Applicant will be charged sewer rates based on the water consumption **if sewer is available.**
- **However, the Contractor need only pay the Water portion of the bill, IF:**
 - Monthly payment is received, and payment stub is marked Construction
 - Water used is for Building purposes only, NOT irrigation. (**Building Permit required**)
 - Garbage/Trash is not collected by the City of Panama City.
 - Bills are paid by due date or prior to 2nd billing. Delinquent payments WILL NOT receive a deduction for sewer and garbage.
- Certificate of Occupancy by the City of Panama City Development Services Department's Building Services Division will automatically terminate all deductions for sewer and garbage. The Contractor MUST notify the Utility Billing Department immediately of any situation(s) that conflicts with the billing.
- Upon completion, the structure is billed on the "availability" of services (base bill) plus usage.

Additional Resources and Information:

- Cross-Connection Control Program (*Irrigation meter installations only*)
 - [50 Cross-Connection Questions, Answers & Illustrations](#)
 - [cross connection control Program | Panama City, FL - Official Website](#)
 - Questions:
 - Environmental Compliance Division / crossconnect@panamacity.gov / (850) 691-4578
- Utility Billing
 - [Utilities Department | Panama City, FL - Official Website](#)
 - Questions:
 - Utilities Division / utilities@panamacity.gov / (850) 691-4553
- Underground Utilities
 - [Utilities](#)
 - Toggle "Water" layer

Owner / Person Responsible Paying for Bill Authorization

By printing my name and signing below, I certify that this application is complete and accurate to the best of my knowledge. I also certify that I have read and understand the advisory herein concerning monthly billing for new taps/construction accounts. I understand that as the owner I am responsible for all fees and bills for the subject property. I also understand that a permit will be required before any under construction adjustments will be considered by the City. I understand that all required City of Panama City water and sewer impact fees shall be calculated by and paid to the City of Panama City prior to issuance of building permits. Building permits shall be contingent upon receipt of payment of water and sewer fees. This applies to all Development Orders issued on or after September 1, 2023. Development orders dated and issued prior to September 1, 2023, will need to pay all water and sewer impact fees to the City of Panama City prior to final inspection and issuance of the Certificate of Acceptance by the City. Building permits shall be contingent upon receipt of payment of water and sewer fees. Water and sewer impact fee invoices will be sent to the applicant's email within 5-7 business days. **NOTE: IDENTIFICATION IS REQUIRED FOR NOTARIZATION AND OPENING A UTILITY ACCOUNT.**

Certification of Ownership

Property Owner Name (Print): _____

Property Owner's Signature: _____

STATE OF _____ COUNTY OF _____ Sworn to and
subscribed me

this _____ day of _____, 20_____, By _____,
the

applicant is personally known to me or has produced _____ as identification.

Notary Public: _____

My Commission Expires: _____

NOTARY STAMP:

Applicant or Authorized Agent/Applicant Authorization

By printing my name and signing below, I certify that I am the authorized agent or applicant for the property owner. I certify that this application is complete and accurate to the best of my knowledge. I certify that I have read and understand the advisory herein concerning monthly billing for new taps/construction accounts. I understand that as the owner I am responsible for all fees and bills for the subject property. I also understand that a permit will be required before any under construction adjustments will be considered by the City. I understand that all required City of Panama City water and sewer impact fees shall be calculated by and paid to the City of Panama City prior to issuance of building permits. Building permits shall be contingent upon receipt of payment of water and sewer fees. This applies to all Development Orders issued on or after September 1, 2023. Development orders dated and issued prior to September 1, 2023, will need to pay all water and sewer impact fees to the City of Panama City prior to final inspection and issuance of the Certificate of Acceptance by the City. Building permits shall be contingent upon receipt of payment of water and sewer fees. Water and sewer impact fee invoices will be sent to the applicant's email within 5-7 business days. **NOTE: IDENTIFICATION IS REQUIRED FOR NOTARIZATION AND OPENING A UTILITY ACCOUNT.**

Owner Authorization of Applicant, Agent or Representative

*If the applicant is not the property owner and the owner is allowing the applicant to act on their behalf, a notarized signature of the owner is required.

Property Owner Name (Print): _____

Property Owner's Signature: _____

STATE OF _____ COUNTY OF _____ Sworn to and subscribed me

this _____ day of _____, 20_____, By _____, the

applicant is personally known to me or has produced _____ as identification.

Notary Public: _____

My Commission Expires: _____ NOTARY STAMP:

Authorized Applicant, Agent or Representative

Applicant/Authorized Agent Name (Print): _____

Applicant's Signature: _____

STATE OF _____ COUNTY OF _____ Sworn to and subscribed me

this _____ day of _____, 20_____, By _____, the

applicant is personally known to me or has produced _____ as identification.

Notary Public: _____

My Commission Expires: _____ NOTARY STAMP:



**City of Panama City
Water & Sewer Impact Fee Worksheet**

Applicant: _____

Date: _____

Address: _____

Phone: _____

FIXTURE TYPE	EXISTING FIXTURES	NEW FIXTURES	FIXTURE VALUE	QUANTITY			FIXTURE COUNT	
							WATER	SEWER
Bathtub: (w or w/o shower)			8	X		=		
Shower: (shower only)		2	4	X	2	=	8	8
Sink/Lavatory: 3/8" connection	3	4	2	X	7	=	14	14
1/2" connection			4	X		=		
Toilet: Flush Valve			35	X		=		
Tank Valve	2	4	3	X	6	=	18	18
Bidet:			3	X		=		
Urinal: Pedestal or Flush Valve			35	X		=		
Wall or Stall			12	X		=		
Trough (2' unit)			2	X		=		
Kitchen Sink: 1/2" connection		3	3	X	3	=	9	9
3/4" connection			7	X		=		
Dishwasher: 1/2" connection		2	4	X	2	=	8	8
3/4" connection			10	X		=		
Washing Machine: 1/2" connection		1	5	X	1	=	5	5
3/4" connection			12	X		=		
1" connection			25	X		=		
Laundry Sink: 1/2" connection			3	X		=		
3/4" connection			7	X		=		
Mop Sink: (each set of faucets)			4	X		=		
Service Sink: (wet bar) 1/2" connection		1	3	X	1	=	3	3
3/4" connection			7	X		=		
Combination Sink & Tray:			3	X		=		
Bedpan Washers			10	X		=		
Dental Unit:			1	X		=		
Dental Lavatory:			2	X		=		
Ice Machine:			2	X		=		
Drinking Fountain: (cooler)			1	X		=		
(public)		1	2	X	1	=	2	2
Non-portable Swimming Pool (without sewer)								
Fill pipe size: 3/4" or less			12	X		=		N/A
1"			25	X		=		N/A
1 1/4"			50	X		=		N/A
1 1/2"			80	X		=		N/A
2"			160	X		=		N/A
2 1/2"			200	X		=		N/A
Ice Maker (in refrigerator)		1	2	X	1	=	2	N/A
Shower (outside)			4	X		=		N/A
Hose Connection: (outside) 1/2" connection			6	X		=		N/A
5/8" connection		2	9	X	2	=	18	N/A
1" connection			12	X		=		N/A
Irrigation: (per head per 100 sq. ft.)								
Spray Head			0.26	X		=		N/A
Rotary Head			1.04	X		=		N/A
NOTE: IN NO EVENT							87	67
			TOTAL FIXTURE VALUE:				60	36
			DIVIDE BY ERC VALUE				1.45	1.86
			TOTAL ERC'S:				\$465	\$1,250
			MULTIPLY BY IMPACT FEE				674.25	2325
			TAP FEE					
			TOTAL IMPACT FEE:					