

# REQUEST FOR LEGAL SERVICES

TO: COUNTY ATTORNEY'S OFFICE (AT01)

ATTENTION: Noah Milov  
(CHECK ONE) Heather Bryan



FROM: Conner Updike, P.E. 863-535-3232  
(Name and Phone Number)

DATE: 3/19/26

RETURN TO: Conner Updike

DIVISION: Roads & Drainage (TR02)

BOARD AGENDA DATE: 5/7/26

COUNTY MANAGER ITEM:

PROJECT: N. Rifle Range Road Drainage Project - CEI Services

CSA/CONTRACT NUMBER: ~~22-55-02~~ 25-55-02

MODIFICATION NUMBER: \_\_\_\_\_

CHANGE ORDER NUMBER: \_\_\_\_\_

TYPE OF AGREEMENT: CSA Agreement

NAME OF CONSULTANT/CONTRACTOR: WSB

*Please indicate any time limits and attach all necessary documentation.*

REQUEST IN DETAIL: Review CSA and Execute Forms

*Please review attachments for the Board Agenda date indicated and return APPROVED documents at your earliest convenience. THANK YOU.*

|                     |                               |                          |                    |                 |
|---------------------|-------------------------------|--------------------------|--------------------|-----------------|
|                     |                               | <b>For CAO Use Only:</b> |                    | County Attorney |
| Assigned Staff:     | <u>Noah</u><br><u>Heather</u> | Log-In Date:             | <u>APR 02 2026</u> |                 |
| CAO Project Number: | <u>2026-233</u>               | Log-Out Date:            | <u>4/6/2026</u>    |                 |

**CONSULTANT APPROVAL FORM**

**CPO:** If Consultant fee is under \$50,000 & construction is under \$250,000 (procedure)

**CSA:** If Construction is under \$4,000,000;

OR for study activity if consultant fee is under \$500,000- FS 287.055(CCNA))

**CPO/CSA #:** 2025-055-02 (Assigned by Procurement)

To be completed by the requesting Division:

Date: 03/12/26 Division: Roads & Drainage Division

Project Manager's Name: Conner Updike, P.E. Phone #: 863-535-2323

Project Name: North Rifle Range Road Drainage Improvements – CEI Services

Total Project Budget: \$5,000,000.00 Project #5400002

Estimate of Construction Cost: \$ 2,278,661.92

Proposed Consultant: WSB Fee: \$ 377,619.66

Master Consultant Agreement # 25-55

**Attach Scope of Services Proposed by the Consultant (Exhibit "A")**

Approved By: [Signature] Date 3/20/26  
Division Director/Designee

**Procurement Division**

Date Received: 3/23/26 Date Reviewed by Analyst: 3/23/26

Approved by: [Signature]  
(Procurement Director/Designee)

**County Attorney's Office (Required for all CSA's)**

Date Received: \_\_\_\_\_ Date Reviewed: \_\_\_\_\_

Approved by: \_\_\_\_\_  
(County Attorney Office Signature)

**County Manager's Office (Required if consultant fee is greater than \$100,000)**

Date Received: \_\_\_\_\_ Date Reviewed: \_\_\_\_\_

Approved by: \_\_\_\_\_  
(County Manager Office Signature)

**Additional Attachments:** number of days to complete project, not to exceed/lump sum amount, justification for consultant selected, fee schedule, and Professional Liability COI (COI applicable to CSA only, description field must be project specific (contract requirement)).

**Consultant Services Authorization**

|  |  |
|--|--|
| Firm Name:   | WSB  |
| Master Agreement No.:  | 25-55  |
| CSA No.:   | 25-55-02   |
| Project Name:  | North Rifle Range Road Drainage Improvements   |
| Project Description:   | Provide Construction, Engineering, and Inspection Services for the duration of construction for the North Rifle Range Road Drainage Project  |
| Project Exhibits and Attachments   | Exhibit "A"- Scope of Services for this CSA<br>Exhibit "B"- Current Fee Schedule (Master Agreement)<br>Exhibit "C"- Reimbursable Cost Schedule<br>Exhibit "D"- Professional Liability (Project Specific) |
| Duration (in days)   | Thru Completion of Construction  |
| Compensation (Lump sum or Not to exceed to be identified in Exhibit "A") | \$377,619.66   |
| Liquidated Damages (if applicable)                                       | \$NA_/Per Day  |
| Budget Source/Availability   | 14971.540152101.5666000.5400002  |

IN WITNESS WHEREOF, the parties hereto have executed this CSA on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**Attest:**

STACY M. BUTTERFIELD

By: \_\_\_\_\_

Deputy Clerk

Date Approved by County: \_\_\_\_\_

POLK COUNTY, a political subdivision  
of the State of Florida

By: \_\_\_\_\_

\_\_\_\_\_, Chairman

Board of County Commissioners

Review as to form and legal sufficiency

*Nick Walker* 4/3/26

County Attorney's Office Date

*WSB LLC*

CONSULTANT COMPANY NAME

*[Signature]*

Authorized Corporate Officer

*[Signature]* 3/26/26

[Printed Name and Title] Date

**Attest:**

*[Signature]* 3/26/26

Corporate Secretary

Date

SEAL

## **SCOPE OF SERVICES**

### **Exhibit "A"**

Construction Engineering and Inspection (CEI) Services for CR 655, Rifle Range Road.  
Drainage Improvement Project

Client: Polk County Board of County Commissioners a political subdivision of the State  
of Florida  
Consultant: WSB LLC

#### **1.0 PURPOSE**

This scope of services describes and defines the Construction Engineering and Inspection (CEI) services which are required for contract administration, inspection, and materials sampling and testing from mobilization through final acceptance and demobilization of the project.

#### **2.0 SCOPE**

Serve as Polk County's representative on the project and faithfully represent Polk County's interest in all matters, with special emphasis given to issues involving public safety, quality, timely completion of the work, and financial responsibility. Exercise independent professional judgment in performing obligations and responsibilities under this Agreement.

#### **3.0 AUTHORITY AND STANDARDS**

Perform services in accordance with Polk County standards and applicable FDOT manuals and procedures, interpreting "the Department" references in FDOT standard materials as "Polk County" for this project.

#### **4.0 LENGTH OF SERVICE**

The services for each Construction Contract shall begin upon written notification to proceed by Polk County.

Track the execution of the Construction Contract such that the Consultant is given timely authorization to begin work. While no personnel shall be assigned until written notification by Polk County has been issued, the Consultant shall be ready to mobilize personnel within 14 calendar days of notification. For the duration of the project, coordinate closely with Polk County and Contractor to minimize rescheduling of Consultant activities due to construction delays or changes in scheduling of Contractor activities

The Consultant will be allowed an accumulation of 30 calendar days to perform preliminary administrative services prior to the issuance of the Contractor's notice to proceed and 30 calendar days to demobilize after Final Acceptance of the Construction Contract.

Remain engaged through final acceptance, certification of final estimates, submission of as-built records, and closeout.

#### 5.0 ITEMS FURNISHED BY POLK COUNTY

Polk County, on an as-needed basis, will furnish the following Construction Contract documents for the project. These documents may be provided in either paper or electronic format:

1. Construction Plans and Specifications Package
2. Computer-Aided Drafting and Design (CADD) Files
3. Executed Construction Contract
4. Utility Agency Coordination Documents

#### 6.0 ITEMS FURNISHED BY CONSULTANT

##### 6.1 Office Automation:

Provide all software and hardware necessary to efficiently and effectively carry out the responsibilities under this Agreement.

Provide each inspection staff with a laptop computer (or tablet) using a mobile broadband connection at the jobsite.

Ownership and possession of computer equipment and related software provided by the Consultant shall remain with the Consultant at all times. The Consultant shall retain responsibility for risk of loss or damage to said equipment during performance of this Agreement. Field office equipment shall be maintained and operational at all times.

##### 6.2 Vehicles:

Equip vehicles with appropriate safety equipment and to effectively carry out the requirements of this Agreement. Vehicles shall have the Consultant's name and phone number visibly displayed on both sides of the vehicle.

### 6.3 Field Equipment:

Supply survey, inspection, and testing equipment essential to perform services under this Agreement; such equipment includes non-consumable and non-expendable items.

Hard hats and safety vests shall have the Consultant's name visibly displayed.

Equipment described herein and expendable materials under this Agreement will remain the property of the Consultant and shall be removed at completion of the work.

Handling of nuclear density gauges shall be in compliance with license requirements.

Retain responsibility for risk of loss or damage to said equipment during performance of this Agreement. Maintain field office equipment at all times.

### 6.4 Licensing for Equipment Operations:

Obtain proper licenses for equipment and personnel operating equipment when licenses are required. The license and supporting documents shall be available for verification by Polk County, upon request.

Radioactive Materials License for use of Surface Moisture Density Gauges shall be obtained through the State of Florida Department of Health.

## 7.0 RESPONSIBILITIES OF THE CONSULTANT

### 7.1 General:

Administer, monitor, and inspect the Construction Contract such that the project is constructed in reasonable conformity with the plans, general conditions, and special conditions for the Construction Contract.

Observe the contractor's work to determine the progress and quality of the work, identify discrepancies, report significant discrepancies to the County, and direct the Contractor to correct such observed discrepancies.

Negotiate Allowance Authorized Release (AAR's) with the Contractor for changes and/or additions to the project scope up to the AAR funding amount. For changes in quantities and/or additions to the project scope greater than the AAR Funding Amount, a Change order shall be prepared as a recommendation to the County, which the County may accept, modify or reject upon review. Consult with the County Project Manager, as necessary, and direct all issues which exceed the Consultant's authority to the County Project Manager for action or direction.

Advise the County Project Manager of any significant omissions, substitutions, defects, and deficiencies noted in the work of the Contractor, and the corrective action that has been directed to be performed by the Contractor. Work provided by the Consultant shall not relieve the Contractor of responsibility for the satisfactory performance of the Construction Contract.

#### 7.2 Independent Engineering Judgement:

Exercise independent engineering judgment in pursuit of the project. Personnel are expected to gather information from project inspection personnel and make informed, technically sound decisions to promote timely, successful completion of the project without sacrificing quality. For technical issues which require coordination with Polk County, all levels of CEI Project Engineer shall be expected to present options for consideration along with a preferred option. Engineering experience and expertise are considerations for the selection of Consultant staff. It is Polk County's expectation that this experience and expertise will be employed by Consultant staff to make sound engineering judgments and recommendations throughout the project.

#### 7.3 On-Site Inspection:

Monitor the Contractor's on-site construction activities and inspect materials in accordance with the Contract Documents for the Construction Contract to determine that the projects are constructed in reasonable conformity with such documents. Maintain detailed accurate records of the Contractor's daily operations and of significant events that affect the work.

Monitor and inspect Contractor's Temporary Traffic Control Plan and review modifications to the Temporary Traffic Control Plan, including Alternate Traffic

Control Plan, in accordance with Polk County's procedures. Consultant employees performing such services shall be qualified by either ATSSA or IMSA.

#### 7.4 Sampling and Testing:

Perform Quality Assurance sampling and testing of component materials and completed work in accordance with the Construction Contract documents. Perform sampling and testing in order to verify contractor compliance. The minimum sampling frequencies shall be as defined by the construction contract documents or as directed by the County. Perform laboratory materials testing of construction materials. Prior to starting the project, prepare a list of all anticipated testing to be performed, including frequencies, for approval by the County. A complete record of all materials incorporated into the project will be provided to the County upon project completion.

Provide verification of the Contractor's activities on the project site and perform the sampling and testing of materials and completed work items that are normally done in the vicinity of the project for the purpose of verifying the Contractor's compliance with the Contract Documents.

Provide verification samples determining the acceptability of all materials and completed work items on the basis of either test results or verification of a certification, certified mill analysis, DOT label, DOT stamp, etc.

Provide sampling, testing, and laboratory methods as required by the construction contract documents or as modified by the County. Polk County will monitor the effectiveness of the Consultant's procedures through observation and may obtain and test independent assurance samples at their discretion.

Documentation reports on the sampling and testing performed will be maintained in the project files and submitted upon request to the County.

#### 7.5 Engineering Services:

Coordinate the Construction Contract administration activities of all parties other than the Contractor involved in completing the construction project. Notwithstanding the above, the Consultant is not liable to the County for failure of such parties to follow written direction issued by the Consultant.

Services include maintaining the required level of oversight of Contractor activities, interpreting the Plans, General Conditions, Special Conditions, and Specifications for the Construction Contract, maintaining complete, accurate records of all activities and events relating to the project, and properly documenting all significant project changes. Perform the following services:

Verify that the Contractor is conducting inspections, preparing reports and monitoring all storm water pollution prevention measures associated with the project. For each project that requires the use of the NPDES General Permit, provide at least one inspector who has successfully completed the "Florida Storm water, Erosion, and Sedimentation Control Training and Certification Program for Inspectors and Contractors." The inspector will be familiar with the requirements set forth in the FEDERAL REGISTER, Vol. 57, No. 187, Friday, September 5, 1992, pages 4412 to 4435 "Final NPDES General Permits for Storm water Discharges from Construction Sites" and guidelines developed by Department.

Analyze problems that arise on the project and proposals submitted by the Contractor, work to resolve such issues, and process the necessary paperwork.

Monitor utility construction for conformance to the construction contract documents. Facilitate coordination and communication between all utility agency representatives and the Contractor in execution of the work. Identify potential utility conflicts and assist in the resolution of utility issues.

Produce reports, verify quantity calculations, and field measure for payment purposes as needed to prevent delays in Contractor operations, and to facilitate prompt processing of such information in order for the County to make timely payment to the Contractor.

Monitor the Contractor's and subcontractor's compliance with the construction contract documents in regard to payment of predetermined wage rates in accordance with County procedures.

Review, track, and process all Contractor submittals, such as CPM Schedules,

Requests for Information (RFI's), shop drawings, material submittals, claims, and pay requests.

Conduct weekly project meetings to discuss the project status and upcoming work. Prepare meeting minutes and distribute to all parties.

Conduct coordination (pre-activity) meetings prior to all major project activities and traffic control shifts.

Prepare and submit to the County Project Manager monthly, a Construction Status Report (CSR), in an acceptable format.

Make a video of the pre-construction conditions throughout the project limits. Provide a digital photo log or video of project activities, with heavy emphasis on areas of real/potential public controversy. Provide the County with a copy of the DVD and photo log.

Utilize digital cameras for photographic documentation of pre-construction state and of noteworthy incidents or events during construction. File and maintain photos on a computer. Begin taking photos the day prior to the start of construction and continue regularly throughout the project. Log all photos and provide a copy to the County upon project completion. Photographs shall be taken the days of Substantial Completion and Final Acceptance.

## 8.0 UTILITY COODINATION

Monitor utility coordination in reasonable conformance to the plans and specifications. Designate a representative as the Utility Coordinator. The Utility Coordinator shall be responsible for, but not limited to, the following:

1. Making sure Utility Coordination is conducted in accordance to the County standards, policies, procedures, and design criteria.
2. Distributing all plans, conflict matrixes and changes to affected utility owners and making sure this information is properly coordinated.
3. Identifying and coordinating the completion of any County or utility owner agreement that is required for reimbursement, or accommodation of the utility facilities associated with the construction project.
4. Assisting the Engineer of Record and the Contractor with resolving utility conflicts.
5. Reviewing all Utility Work Schedules.
6. Handling reimbursable issues, inclusive of betterment and salvage determination.

## 9.0 STAFFING AND KEY PERSONNEL

Once authorized, the Consultant shall establish and maintain appropriate staffing throughout the duration of construction and completion of the final estimate. Responsible personnel, thoroughly familiar with all aspects of construction and final measurements of the various pay items, shall be available to resolve disputed final pay quantities until Polk County has received a regular acceptance letter.

Construction engineering and inspection forces will be required of the Consultant while the Contractor is working. If Contractor operations are substantially reduced or suspended, the Consultant will reduce its staff appropriately.

In the event that the suspension of Contractor operations requires the removal of Consultant forces from the project, the Consultant will be allowed up to ten (10) calendar days to demobilize, relocate, or terminate such forces.

## 10.0 QUALITY ASSURANCE/QUALITY CONTROL

### 10.1 Quality Assurance Plan:

Within 30 days after receiving award of an Agreement, furnish a QA Plan to the Construction Project Manager. The QA Plan shall detail the procedures, evaluation criteria, and instructions of the Consultant's organization for providing services pursuant to this Agreement.

### 10.2 Quality Assurance Reviews:

Conduct semi-annual Quality Assurance Reviews to ensure compliance with the requirements of the Agreement. Quality Assurance Reviews shall be conducted to evaluate the adequacy of materials, processes, documentation, procedures, training, guidance, and staffing included in the execution of this Agreement. Quality Assurance Reviews shall also be developed and performed to achieve compliance with specific QA provisions contained in this Agreement. The semi-annual reviews shall be submitted to the Construction Project Manager in written form no later than one (1) month after the review.

### 10.3 Quality Records:

Maintain adequate records of the quality assurance actions performed by the organization (including subcontractors and vendors) in providing services and products under this Agreement. All records shall indicate the nature and number of observations made, the number and type of deficiencies found, and the

corrective actions taken. All records shall be available to Polk County, upon request, during the Agreement term.

#### 11.0 AGREEMENT MANAGEMENT

With each monthly invoice submittal, the Consultant Project Manager will provide a reviewed and approved Status Report for the Agreement. This report will provide an accounting of the additional Agreement calendar days allowed to date, an estimate of the additional Agreement calendar days anticipated to be added to the original Agreement schedule time, an estimate of the Agreement completion date, and an estimate of the consultant funds expiration date.

When the Consultant identifies a condition that will require a Modification to the Agreement, the Consultant Project Manager will communicate the need to the County Project Manager for approval in concept. Once received, the Consultant shall prepare and submit the modification and all accompanying documentation to the County Project Manager for further processing. The content and format of the modification and accompanying documentation shall be in accordance with instructions and format to be provided by the County.

#### 12.0 SUBCONSULTANT SERVICES:

Upon written approval by the County Project Manager, and prior to performance of the work, the Consultant may subcontract for engineering surveys, materials testing, monthly aerial photographs, or specialized professional services.

#### 13.0 POST CONSTRUCTION CLAIMS REVIEW:

In the event the Contractor submits a claim for additional compensation and/or time after the Consultant has completed this Agreement, the Consultant shall, upon execution by the County and the Consultant of an Amendment to this Agreement providing for compensation for such services, analyze the claim, engage in negotiations leading to settlement of the claim, and prepare and process the required documentation to close out the claim. Compensation for such services will be negotiated and effected through a Supplement to the Agreement.

EXHIBIT "B"

| CEI ESTIMATE OF WORK EFFORT |         |                         | 2026        |              |             |             |             |             |             |             |             | Total Man Months | Total Man Hours |
|-----------------------------|---------|-------------------------|-------------|--------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|------------------|-----------------|
|                             |         |                         | APR         | MAY          | JUN         | JUL         | AUG         | SEP         | OCT         | NOV         | DEC         |                  |                 |
| Name                        | Company | Position                | Pre         | Construction |             |             |             |             |             | Post        |             |                  |                 |
| Chris Hiehle, P.E.          | WSB     | Senior Project Engineer | 0.10        | 0.10         | 0.10        | 0.10        | 0.10        | 0.10        | 0.10        | 0.10        | 0.10        | 0.90             | 148.50          |
| Trent Ligouri P.E.          | WSB     | PA                      | 0.40        | 0.40         | 0.40        | 0.40        | 0.40        | 0.40        | 0.40        | 0.40        | 0.40        | 3.60             | 594.00          |
| Shannon Bush                | WSB     | CSS                     | 0.20        | 0.20         | 0.20        | 0.20        | 0.20        | 0.20        | 0.20        | 0.20        | 0.20        | 1.80             | 297.00          |
| Luis Garcia                 | WSB     | Senior Inspector        | 0.50        | 1.00         | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 1.00        | 0.50        | 8.00             | 1320.00         |
| Steven Sherrouse            | WSB     | Inspector               |             |              |             | 1.00        | 1.00        | 1.00        |             |             |             | 3.00             | 495.00          |
| <b>Man Month Subtotal</b>   |         |                         | <b>1.20</b> | <b>1.70</b>  | <b>1.70</b> | <b>2.70</b> | <b>2.70</b> | <b>2.70</b> | <b>1.70</b> | <b>1.70</b> | <b>1.20</b> | <b>17.30</b>     | <b>2854.50</b>  |

**EXHBIT "B"**

| <b>TASK FEE SUMMARY FOR ENGINEERING DIVISION<br/>POLK COUNTY, FLORIDA</b>  |                |                    |   |               |
|--|----------------|--------------------|---|---------------|
| <b>PART I - GENERAL</b>  |                |                    |   |               |
| <b>1. Project</b><br>RFP 25-308 - Construction Engineering & Inspection Services for<br>North Rifle Range Drainage Project |                |                    | <b>2. Proposal No.</b><br><br><b>RFP NO. 25-308</b> |               |
| <b>3. Name of Consultant</b><br>WSB LLC  |                |                    | <b>4. Date of Proposal</b><br>02/03/26              |               |
| <b>PART II - CONSULTANT MULTIPLIERS</b>  |                |                    |   |               |
| <b>6. General Overhead</b>   |                |                    | 146.95%   |               |
| <b>7. FCCM</b>   |                |                    | 0.655%  |               |
| <b>8. Direct Expenses</b>  |                |                    | 2.46%   |               |
| <b>9. Operating Margin</b>   |                |                    | 47%   |               |
| <b>TOTAL CONSULTANT MULTIPLIER</b>   |                |                    |   | 2.97          |
| <b>PART II - LABOR RELATED COSTS</b>   |                |                    |   |               |
| <b>10. Direct Labor</b>  | Hourly<br>Rate | Estimated<br>Hours | Loaded<br>Rate                                      | TOTAL         |
| Senior Project Engineer  | \$ 86.00       | 148.5              | \$ 255.48   | \$ 37,938.78  |
| PA   | \$ 49.00       | 594.0              | \$ 145.56   | \$ 86,462.64  |
| CSS  | \$ 47.00       | 297.0              | \$ 139.62   | \$ 41,467.14  |
| Senior Inspector   | \$ 42.00       | 1320.0             | \$ 124.77   | \$ 164,696.40 |
| Inspector  | \$ 32.00       | 495.0              | \$ 95.06  | \$ 47,054.70  |
|  |                |                    |   |               |
|  |                |                    |   |               |
| <b>TOTAL DIRECT LABOR</b>  |                |                    |   | \$ 377,619.66 |
| <b>PART III - OTHER COSTS</b>  |                |                    |   |               |
| <b>11. Miscellaneous Direct Costs</b>  |                |                    |   |               |
| <b>MISCELLANEOUS DIRECT COSTS SUB-TOTAL</b>  |                |                    |   | \$ -          |
| <b>12. SUBCONTRACTS</b>  |                |                    |   |               |
| <b>SUB-CONTRACT SUB-TOTAL</b>  |                |                    |   | \$ -          |
| <b>13. REIMBURSABLE COSTS</b>  |                |                    |   |               |
| <b>SUB-TOTAL REIMBURSABLES</b>   |                |                    |   | \$ -          |
| <b>PART IV - SUMMARY</b>   |                |                    |   |               |
| <b>14. CURRENT CONTRACT AMOUNT</b><br>(Items 10, 11, 12, AND 13)   |                |                    |   | \$ 377,619.66 |

**Fran McAskill**  
*Director*  
**Procurement Division**



330 West Church Street  
P.O. Box 9005, Drawer AS05  
Bartow, Florida 33831-9005  
Phone: (863) 534-6757  
Fax: (863) 534-6789  
[www.polk-county.net](http://www.polk-county.net)

**EXHIBIT C**

**Board of County Commissioners**

**REIMBURSABLE COST SCHEDULE**

- |  |   |
|--|---|
| 1. Subcontractor Services  | Actual Costs  |
| 2. Travel & Mileage Expenses   | In accordance with Chapter 112.061, F.S.; and further defined in the Polk County Employee Handbook for pre-approved out-of-county travel (excluding travel from home offices located outside of Polk County to the Polk County line). |
| 3. Pre-approved Equipment<br>(includes purchase and rental of equipment used in project) | Actual Costs  |



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/9/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

|   |  |  |                       |
|---|--|--|-----------------------|
| <b>PRODUCER</b><br>Marsh & McLennan Agency LLC<br>6160 Golden Hills Drive<br>Minneapolis MN 55416 | <b>CONTACT NAME:</b><br><b>PHONE (A/C, No. Ext):</b> |  | <b>FAX (A/C, No):</b> |
|   | <b>E-MAIL ADDRESS:</b> CAST@marshmma.com             |  |                       |
| <b>INSURED</b><br>WSB LLC<br>701 Xenia Ave So., Suite 300<br>Minneapolis, MN 55416                | <b>INSURER(S) AFFORDING COVERAGE</b>                 |  | <b>NAIC #</b>         |
|   | <b>INSURER A :</b> NATIONAL UNION FIRE INSURANCE     |  | 19445                 |
|   | <b>INSURER B :</b> ZURICH AMERICAN INSURANCE COMP    |  | 16535                 |
|   | <b>INSURER C :</b> Twin City Fire Insurance Compa    |  | 29459                 |
|   | <b>INSURER D :</b>                                   |  |                       |
|   | <b>INSURER E :</b>                                   |  |                       |
| <b>INSURER F :</b>  |  |  |                       |

**COVERAGES**

CERTIFICATE NUMBER: 1402554577

REVISION NUMBER:


THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE   | ADDL INSD | SUBR WVD | POLICY NUMBER              | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS  |
|----------|---|-----------|----------|----------------------------|-------------------------|-------------------------|---|
| A        | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC<br><input type="checkbox"/> OTHER: |           |          | GL5425678                  | 3/1/2026                | 3/1/2027                | EACH OCCURRENCE \$ 5,000,000<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000<br>MED EXP (Any one person) \$ 25,000<br>PERSONAL & ADV INJURY \$ 5,000,000<br>GENERAL AGGREGATE \$ 10,000,000<br>PRODUCTS - COMP/OP AGG \$ 10,000,000<br>\$ |
| A        | <input checked="" type="checkbox"/> AUTOMOBILE LIABILITY<br><input checked="" type="checkbox"/> ANY AUTO<br><input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS<br><input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY   |           |          | CA4693553                  | 3/1/2026                | 3/1/2027                | COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>\$   |
| C        | <input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR<br><input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE<br><input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 25,000  |           |          | 41HV6BP2SZ9                | 3/1/2026                | 3/1/2027                | EACH OCCURRENCE \$ 10,000,000<br>AGGREGATE \$ 10,000,000<br>\$  |
| A        | <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b><br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below   | Y/N       | N/A      | WC066656880<br>WC066656900 | 3/1/2026<br>3/1/2026    | 3/1/2027<br>3/1/2027    | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER<br>E.L. EACH ACCIDENT \$ 1,000,000<br>E.L. DISEASE - EA EMPLOYEE \$ 1,000,000<br>E.L. DISEASE - POLICY LIMIT \$ 1,000,000  |
| B        | Inland Marine   |           |          | CPP696163602               | 3/1/2026                | 3/1/2027                | Each Occurrence 1,000,000   |

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

Re: Project #CSA 25-55-02, N. Rifle Range Road Drainage Project  
 Polk County, a political subdivision of the State of Florida, are included as Additional Insureds as required by written contract or agreement limited to the General Liability and Automobile Liability. Waiver of subrogation is in favor of the Additional Insureds for General Liability & Workers Compensation, for work performed by the named insureds, if required by written contract or agreement. Subject to all policy terms, conditions, endorsements and exclusions, the Umbrella/Excess Liability follows the underlying liability coverage for coverages specified on the Umbrella policy schedule of underlying insurance.

**CERTIFICATE HOLDER****CANCELLATION**

|  |   |
|--|---|
| Polk County<br>3000 Sheffield Road<br>Winter Haven, FL 33880 | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.<br><br>AUTHORIZED REPRESENTATIVE<br> |
|--|---|

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