

MASTER CONSULTING AGREEMENT

THIS AGREEMENT is entered into as of the Effective Date (defined in Section 1.1 below) by and between Polk County (the “County”), a political subdivision of the State of Florida, situated at 330 West Church Street, Bartow, Florida 33830, Wright-Pierce, Inc. (the “Consultant”), a Maine corporation, located at 11 Bowdoin Mill Island, Suite 140, Topsham, Maine 04086, and whose Federal Employer Identification Number 01-0228316.

WHEREAS, County owns and operates a variety of public facilities and improvements; and,

WHEREAS, County requires certain professional services in connection with the planning, design, permitting, and construction phase engineering services for water, wastewater, and reclaim water facilities and professional services to support regulatory permitting, planning, and compliance for the County’s potable water, wastewater, and reclaim water systems; and

WHEREAS, the County has solicited for these services via RFP 23-448, an advertised request for proposals (the “RFP”), and has received numerous responsive proposals thereto; and

WHEREAS, pursuant to the RFP, the County has selected the Consultant and the Consultant remains agreeable to providing the County the professional services described herein, and the Consultant represents that it is capable and prepared to do so according to the terms and conditions stated herein.

NOW, THEREFORE, in consideration of the mutual understandings and covenants set forth herein, the parties hereby agree, as follows:

1.0 Term

1.1 This Agreement shall take effect on the date of its execution by the County (the “Effective Date”).

1.2 The term of this Agreement shall be for a five (5) year time period, commencing upon the Effective Date and remaining in full force and effect thereafter, unless otherwise sooner terminated as provided herein.

2.0 Services to Be Performed by Consultant

2.1 Consultant shall perform the services as generally described in (i) the County’s Request for Proposals RFP 23-448, to include all attachments and addenda, and (ii) the Consultant’s responsive proposal thereto (collectively, (i) and (ii) are “RFP 23-448”) all of which are incorporated into

this Agreement by this reference, attached hereto as a composite Exhibit "A" and made a part of this Agreement, and as may be further specifically designated and authorized by the County, in writing (collectively, the "Services"). Such authorization will be referred to as a Consultant Services Authorization ("CSA") or a Contract Purchase Order ("CPO") and all provisions of this Agreement apply to the CSA/CPO with full force and effect as if appearing in full within each CSA/CPO. Each CSA/CPO will set forth a specific Scope of Services, maximum limit of compensation, schedule, liquidated damages and completion date, and shall become effective upon the due execution.

2.2 The Consultant is not authorized to undertake any project without a duly executed CSA/CPO, which shall specify the work to be performed and the time to be completed. Consultant recognizes that the County may employ several different consultants to perform the work described and that the Consultant has not been employed as the exclusive agent to perform any such services.

2.3 When the Consultant and the County enter into a CSA/CPO where the term of the CSA/CPO expires on a date that is later than the date that the Master Consulting Agreement (MCA) expires, the Consultant and the County agree that the terms of the MCA and any amendments, attachments or provisions thereof are automatically extended until the expiration (including any extension or amendment thereto) or full completion of the requirements of the CSA/CPO have been performed. Cancellation by the County of any remaining work prior to the full completion of the requirements of the CSA/CPO shall cause the terms of the MCA to terminate at the same time. This provision only applies when the expiration of the CSA/CPO extends beyond the expiration of the MCA. It does not apply when a CSA/CPO expires or is cancelled prior to the expiration of the MCA.

3.0 Compensation

3.1 General

3.1.1 The County shall pay Consultant in accordance with Exhibit "B", "Fee Schedule", which is attached hereto and incorporated by reference as part of this Agreement. The fee schedule identifies all job classifications, which will perform billable services pursuant to this Agreement and the fee for each job classification. Performance of work by personnel in job classifications not listed on the fee schedule will result in nonpayment for such services.

3.1.2 Upon the mutual agreement of the parties, the Fee Schedule, as set out in Exhibit "B" may be adjusted by a written Amendment to the Master Consulting Agreement annually beginning one year from the Effective Date of this Agreement. Such amendment must be executed by both parties and shall operate prospectively only and shall not alter fee schedules for CSA's/CPO's in effect at the time of the amendment.

3.1.3 Compensation may be negotiated as a not to exceed price or a lump sum amount on a per-project basis, on each individual CSA/CPO.

3.1.4 In the event a not to exceed price is negotiated, compensation shall be billed and paid based on and in accordance with the Hourly Rate Schedule attached hereto and incorporated herein as Exhibit "B". The Hourly Rate Schedule identifies all job classifications which will perform billable services pursuant to this Agreement and the fee for each job classification. Performance of work by personnel in job classifications not listed on the fee schedule will result in nonpayment for such services.

3.1.5 Invoices must reference the applicable CSA/CPO number, using an invoice form approved by the County Auditor.

3.1.6 Each individual invoice shall be due and payable forty-five (45) days after receipt by the County of correct, fully documented, invoice, in form and substance satisfactory to the County with all appropriate cost substantiations attached. All invoices shall be delivered, as applicable based on the particular project:

Polk County Utilities Division
P.O. Box 9005, UT01
Bartow, FL 33830
Attention: Director

3.1.7 In order for both parties herein to close their books and records, the Consultant will clearly state "Final Invoice" on the Consultant's final/last billing to the County. This certifies that all services have been properly performed and all charges and costs have been invoiced to the County. Since this account will thereupon be closed, any and other further charges if not properly included on this final invoice are waived by the Consultant.

3.1.8 Payment of the final invoice shall not constitute evidence of the County's acceptance of the work

3.1.9 Invoices shall be accompanied by time and task records for all billable hours appearing on the invoice. Additional documents may be requested by County and, if so requested, shall be furnished by Consultant to County Auditor's satisfaction.

3.1.10 By submission of an invoice, the project manager or designated payroll officer is deemed to be attesting to the correctness and accuracy of time charges and requested reimbursements.

3.1.11 Pursuant to Section 3.1.4, if a not to exceed fee is negotiated, invoices shall be accompanied by time and task records for all billable hours appearing on the invoice. Alternatively, if a lump sum amount is negotiated, invoices shall be made upon the completion of each phase of the work in proportion to the Services performed, as specifically set forth in the applicable CSA or CPO. Additional documentation may be requested by the County and, if so requested, shall be furnished by the Consultant to the County Auditor's satisfaction.

3.2 Reimbursable

3.2.1 All requests for payment of out-of-pocket expenses eligible for reimbursement per the negotiated CPO or CSA shall be reimbursed in accordance with the County's Reimbursable Schedule, Exhibit "C", and include copies of paid receipts, invoices or other documentation acceptable to the County's Auditor. Such documentation shall be sufficient to establish that the expense was actually incurred and necessary in the performance of the Scope of Work described in this Agreement, CSA, or CPO.

3.2.2 Reimbursable Expenses are the actual, pre-approved, expenses incurred directly in connection with the applicable CSA or CPO, and include:

Sub-Consultant
Special Consultants

3.2.3 Mileage and associated travel costs shall be reimbursed in accordance with F.S. 112.061 and County policy for pre-approved out-of-county travel (excluding travel from home offices located outside of Polk County to the Polk County line).

3.2.4 All assets, i.e. durable goods, purchased as reimbursable expenses become the property of the County upon completion of the work for which the asset was utilized. All such assets must be surrendered by delivery to the Polk County Utilities Division offices upon demand, termination of the Agreement, or the conclusion of the project, whichever occurs first.

3.2.5 Consultant shall maintain a current inventory of all such assets.

4.0 Insurance

4.1 General Provisions

4.1.1 Consultant shall maintain, at all times, the following minimum levels of insurance and shall, without in any way altering their liability, obtain, pay for and maintain insurance for the coverages and amounts of coverage not less than those set forth below and provide the County with a Certificate of Insurance and an opportunity to inspect a certified copy of each policy applicable to this Agreement followed thereafter by an annual Certificate of Insurance satisfactory to the County to evidence such coverage before any work commences.

4.1.2 The County shall be named as an additional insured on all Consultant policies related to the project, excluding professional liability and worker's compensation. The Commercial General Liability and Worker's Compensation Liability policies shall contain a waiver of subrogation in favor of Polk County. All insurance coverage shall be written with an insurer having an A.M. Best Rating of a least the "A" category and financial size category of VIII.

4.1.3 The Consultant's self-insured retention or deductible per line of coverage shall not exceed \$25,000.00 without the permission of the County.

4.1.4 If there is any failure by the Consultant to comply with the provisions of this section, the County may, at its option, on notice to the Consultant, suspend the work for cause until there is full compliance.

4.1.5 County may, at its sole discretion, purchase such insurance at Consultant's expense provided that the County shall have no obligation to do so and if the County shall do so, it shall not relieve Consultant of its obligation to obtain insurance.

4.1.6 The Consultant shall not be relieved of or excused from the obligation to obtain and maintain such insurance amount and coverages.

4.1.7 All Consultant's subconsultants shall be required to include County and Consultant as additional insured on their General Liability Insurance policies.

4.1.8 In the event that subconsultants used by the Consultant do not have insurance, or do not meet the insurance limits, Consultant shall indemnify and hold harmless the County for any claim in excess of the subconsultants' insurance coverage.

4.1.9 The Consultant shall not commence work under this Agreement until all insurance required as stated herein has been obtained and such insurance has been approved by the County.

4.2 Comprehensive Automobile Liability Insurance. \$1,000,000.00 combined single limit of liability for bodily injuries, death and property damage resulting from any one occurrence, including all owned, hired, and non-owned vehicles.

4.3 Commercial General Liability. \$1,000,000.00 combined single limit of liability for bodily injuries, death and property damage, and personal injury resulting from any one occurrence, including the following coverages:

4.3.1 Premises and Operations:

Broad Form Commercial General Liability Endorsement to include Blanket Contractual liability (specifically covering, but not limited to, the contractual obligations assumed by the Firm); Personal Injury (with employment and contractual exclusions deleted); and Broad Form Property Damage coverage.

4.3.2 Independent Contractors:

Delete Exclusion relative to collapse, explosion and underground; Property Damage Hazards; Cross Liability Endorsement; and Contractual liability (specifically covering, but not limited to, the contractual obligations assumed by the Firm)

4.4 Umbrella (Excess) Liability Insurance. Umbrella Liability with limits of not less than \$1,000,000.00, exclusive of defense costs, to be in excess of all other coverages. Such coverage shall be at least as broad as the primary coverages above, with any excess umbrella layers written on a strict following form basis over the primary coverage. All such policies shall be endorsed to provide defense

coverage obligations.

4.5 Professional Liability Insurance. \$2,000,000.00 for design errors and omissions, inclusive of defense costs. The Consultant shall be required to provide continuing Professional Liability Insurance to cover each project for a period of two (2) years after the project is completed. Insurance requirements may vary depending on projects as determined by the County Director of Risk Management and Insurance. The County may require the Consultant to provide a higher level of coverage for a specific project and time frame.

4.6 Performance, Payment and Other Bonds. The Consultant shall furnish Performance and Payment Bonds specific to each project if required and agreed to under the CSA or CPO for the project.

4.7 Worker's Compensation. The Consultant shall provide, pay for, and maintain worker's compensation insurance on all employees, its agents or subcontractors as required by Florida Statutes.

5.0 Standard of Care

5.1 The Consultant has represented to the County that it has the personnel and experience necessary to perform the work in a professional and workmanlike manner.

5.2 The Consultant shall exercise the same degree of care, skill, and diligence in the performance of the Services as is provided by a professional of like experience, knowledge and resources, under similar circumstances.

5.3 The Consultant shall, at no additional cost to County, re-perform services which fail to satisfy the foregoing standard of care or otherwise fail to meet the requirement of this Agreement.

5.4 The Consultant warrants that all services shall be performed by skilled and competent personnel to the professional standards in the field.

6.0 Indemnification

6.1 General. Having considered the risks and potential liabilities that may exist during the performance of the Services and in consideration of the promises included herein, County and Consultant agree to allocate such liabilities in accordance with this Section.

6.2 Indemnification.

6.2.1 The Consultant, to the extent permitted by law, shall indemnify, protect and hold the County, and its officers, employees and agents harmless from and against any and all, claims, actions, causes of action, liabilities, penalties, forfeitures, damages, losses and expenses (including, without limitation, attorney's fees costs and expenses incurred during negotiation, through litigation and all appeals therefrom) whatsoever including, but not limited, to those pertaining to the death of or injury to any person, or damage to any property, arising out of or resulting from (i) the failure of the Consultant to comply with applicable laws, rules or regulations, (ii) the breach by the Consultant of its obligations under this Agreement, (iii) any claim for trademark, patent or copyright infringement arising out of the scope of Consultant's performance or nonperformance of this Agreement, or (iv) the negligent acts, errors or omissions, or intentional or willful misconduct, of the Consultant, its professional associates, its subcontractors, agents, and employees provided, however, that the Consultant shall not be obligated to defend or indemnify the County with respect to any such claims or damages arising out of the County's sole negligence.

6.2.2 The County review, comment, and observation of the Consultant's work and performance of this Agreement shall in no manner constitute a waiver of the indemnification provisions of this Agreement.

6.2.3 The Consultant agrees that it bears sole legal responsibility for its work and work product, and the work and work product of subconsultants and their employees, and/or for Consultant's performance of this Agreement and its work product(s).

6.3 Survival. Upon completion of all Services, obligations, and duties provided for in this Agreement, or in the event of termination of this Agreement for any reason, the terms and conditions of this Agreement shall survive as if this Agreement were in full force and effect.

7.0 Independent Contractor

7.1 The Consultant undertakes performance of the Services as an independent contractor and shall be wholly responsible for the methods of performance.

7.2 The County shall have no right to supervise the methods used, but the County shall have the right to observe such performance.

7.3 The Consultant shall work closely with County in performing Services under this Agreement.

7.4 The Consultant shall not pledge the County's credit or make it a guarantor of payment or surety for any contract, debt, obligation, judgment, lien, or any form of indebtedness and shall have no right to speak for or bind the County in any manner.

7.5 The Consultant further warrants and represents that it has no obligation or indebtedness that would impair its ability to fulfill the terms of this Agreement.

8.0 Authority to Practice

8.1 The Consultant hereby represents and warrants that it has and will continue to maintain all licenses and approvals required to conduct its business, and that it will at all times conduct its business activities in a reputable manner.

9.0 Public Records Law

(a) The Consultant acknowledges the County's obligations under Article I, Section 24, of the Florida Constitution and under Chapter 119, Florida Statutes, to release public records to members of the public upon request and comply in the handling of the materials created under this Agreement. The Consultant further acknowledges that the constitutional and statutory provisions control over the terms of this Agreement. In association with its performance pursuant to this Agreement, the Consultant shall not release or otherwise disclose the content of any documents or information that is specifically exempt from disclosure pursuant to all applicable laws.

(b) Without in any manner limiting the generality of the foregoing, to the extent applicable, the Contractor acknowledges its obligations to comply with Section 119.0701, Florida Statutes, with regard to public records, and shall:

(1) keep and maintain public records required by the County to perform the services required under this Agreement;

(2) upon request from the County's Custodian of Public Records or his/her designee, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law;

(3) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the term of this Agreement and following completion of this Agreement if the Consultant does not transfer the records to the County; and

(4) upon completion of this Agreement, transfer, at no cost, to the County all public records in possession of the Consultant or keep and maintain public records required by the County to perform the service. If the Consultant transfers all public records to the County upon

completion of this Agreement, the Consultant shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Consultant keeps and maintains public records upon completion of this Agreement, the Consultant shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the County, upon request from the County's Custodian of Public Records, in a format that is compatible with the information technology systems of the County.

(c) IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE COUNTY'S CUSTODIAN OF PUBLIC RECORDS AT:

**RECORDS MANAGEMENT LIAISON OFFICER
POLK COUNTY
330 WEST CHURCH ST.
BARTOW, FL 33830
TELEPHONE: (863) 534-7527
EMAIL: RMLO@POLK-COUNTY.NET**

10.0 Compliance with Laws

10.1 In performance of the Services, Consultant shall comply with applicable regulatory requirements including federal, state, special district, and local laws, rules, regulations, orders, codes, criteria and standards, including those now in effect and hereafter adopted.

11.0 Subcontracting

11.1 The County reserves the right to accept the use of a subcontractor or to reject the selection of a particular subcontractor and to inspect all facilities of any subcontractor.

11.2 If a subcontractor fails to perform or make progress, as required by this Agreement, and it is necessary to replace the subcontractor to complete the work in a timely fashion, the Consultant shall promptly do so, subject to acceptance of the new subcontractor by the County. Failure of a subcontractor to timely or properly perform its obligations shall not relieve the Consultant of its obligations hereunder.

12.0 Federal and State Taxes

12.1 The County is exempt from Federal Tax and State Sales and Use Taxes. Upon request, the County will provide an exemption certificate to Consultant. The Consultant shall not be

exempted from paying sales tax to its suppliers for materials to fulfill contractual obligations with the County, nor shall the Consultant be authorized to use the County's Tax Exemption Number in securing such materials.

13.0 Public Entity Crimes

13.1 The Consultant understands and acknowledges that this Agreement with the County will be voidable by the County, in the event the conditions under Section 287.133, Florida Statutes applies to the Consultant, relating to conviction for a public entity crime.

14.0 County's Responsibilities

14.1 The County shall be responsible for providing access to all County project sites, and providing information in the County's possession that may reasonably be required by the Consultant, including; existing reports, studies, financial information, and other required data that are available in the files of the County.

15.0 Termination of Agreement

15.1 This Agreement may be terminated by the Consultant upon thirty (30) days prior written notice to the County in the event of substantial failure by the County to perform in accordance with the terms of the Agreement through no fault of the Consultant.

15.2 This Agreement may be terminated by the County with or without cause immediately upon written notice to the Consultant.

15.3 Unless the Consultant is in breach of this Agreement, the Consultant shall be paid for services rendered to the County's satisfaction through the date of termination.

15.4 After receipt of a Termination Notice, as described in this Article 15.0, and except as otherwise directed by the County, the Consultant shall:

15.4.1 Stop work on the date and to the extent specified.

15.4.2 Terminate and settle all orders and subcontracts relating to the performance of the terminated work.

15.4.3 Transfer all work in process, completed work, and other material related to the terminated work to the County.

15.4.4 Continue and complete all parts of the work that have not been terminated.

16.0 Uncontrollable Forces (Force Majeure)

16.1 Either party hereunder may be temporarily excused from performance if an Event of Force Majeure directly or indirectly causes its non-performance. An “Event of Force Majeure” is defined as any event which results in the prevention or delay of performance by a party of its obligations under this Agreement and which is beyond the reasonable control of the nonperforming party. It includes, but is not limited to fire, flood, earthquakes, storms, lightning, epidemic, war, riot, civil disturbance, sabotage, and governmental actions. Neither party shall be excused from performance if non-performance is due to forces which are reasonably preventable, removable, or remediable and which the non-performing party could have, with the exercise of reasonable diligence, prevented, removed, or remedied prior to, during, or immediately after their occurrence. Within five (5) days after the occurrence of an Event of Force Majeure, the non-performing party shall deliver written notice to the other party describing the event in reasonably sufficient detail, along with proof of how the event has precluded the non-performing party from performing its obligations hereunder, and a good faith estimate as to the anticipated duration of the delay and the means and methods for correcting the delay. The non-performing party’s obligations, so far as those obligations are affected by the Event of Force Majeure, shall be temporarily suspended during, but no longer than, the continuance of the Event of Force Majeure and for a reasonable time thereafter as may be required for the non-performing party to return to normal business operations. If excused from performing any obligations under this Agreement due to the occurrence of an Event of Force Majeure, the non-performing party shall promptly, diligently, and in good faith take all reasonable action required for it to be able to commence or resume performance of its obligations under this Agreement. During any such time period, the non-performing party shall keep the other party duly notified of all such actions required for it to be able to commence or resume performance of its obligations under this Agreement.

17.0 Governing Law and Venue

17.1 This Agreement shall be governed in all respects by the laws of the State of Florida and any litigation with respect thereto shall be brought only in the courts of Polk County, Florida or the

United States District Court, Middle District of Florida located in Hillsborough County, Florida. Each party shall be responsible for its own attorneys' fee and other legal costs and expenses.

18.0 Non-Discrimination

18.1 The Consultant warrants and represents that all of its employees are treated equally during employment without regard to race, color, religion, gender, age or national origin.

19.0 Waiver

19.1 A waiver by either the County or the Consultant of any breach of this Agreement shall not be binding upon the waiving party unless such waiver is in writing. In the event of a written waiver, such a waiver shall not affect the waiving party's rights with respect to any other or further breach. The making or acceptance of a payment by either party with knowledge of the existence of a default or breach shall not operate or be construed to operate as a waiver of any subsequent default or breach.

20.0 Severability

20.1 The invalidity, illegality, or unenforceability of any provision of this Agreement, or the occurrence of any event rendering any portion or provision of this Agreement void, shall in no way affect the validity or enforceability of any other portion or provision of this Agreement.

20.2 Any void provision shall be deemed severed from this Agreement and the balance of this Agreement shall be construed and enforced as if this Agreement did not contain the particular portion or provision held to be void.

20.3 The parties further agree to reform this Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision.

20.4 The provisions of this section shall not prevent the entire Agreement from being void should a provision which is of the essence of this Agreement be determined to be void.

21.0 Entirety of Agreement

21.1 The County and the Consultant agree that this Agreement sets forth the entire Agreement between the parties, and that there are no promises or understandings other than those stated herein.

21.2 This Agreement supersedes all prior agreements, contracts, proposals, representations, negotiations, letters, or other communications between the County and Consultant pertaining to the Services, whether written or oral.

21.3 None of the provisions, terms and conditions contained in this Agreement may be added to, modified, superseded or otherwise altered except by written instrument executed by the parties hereto.

22.0 Modification

22.1 This Agreement may not be modified unless such modifications are evidenced in writing signed by both the County and the Consultant. Such modifications shall be in the form of a written Amendment executed by both parties.

23.0 Successors and Assigns

23.1 The County and the Consultant each binds itself and its partners, successors, permitted assigns, and legal representatives to the other party to this Agreement and to the partners, successors, executors, administrators, permitted assigns, and legal representatives of such other party.

23.2 The Consultant shall not assign this Agreement without the express written approval of the County by executed amendment, which approval may be withheld in the County's sole discretion.

23.3 In the event of a merger, the surviving corporation shall be substituted for the contracting party to this Agreement and such substitution shall be affirmed by the County by executed amendment.

24.0 Contingent Fees

24.1 The Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than bona fide employee working solely for the Consultant, any fee, commission, percentage, gift or any other consideration contingent upon or resulting from the award or making of this Agreement.

25.0 Truth-In-Negotiation Certificate

25.1 Execution of this Agreement by the Consultant shall act as the execution of a Truth-in-Negotiation certificate certifying that the wage rates and costs used to determine the compensation provided for in this Agreement are accurate, complete, and current as of the Effective Date of this Agreement.

25.2 The said rates and costs shall be adjusted to exclude any significant sums should the County determine that the rates and costs were increased due to inaccurate, incomplete or noncurrent wage rates or due to inaccurate representations of fees paid to outside consultants. The County shall exercise its rights under this “Certificate” within one (1) year following payment.

26.0 Ownership of Documents

26.1 The Consultant shall be required to cooperate with other consultants relative to providing information requested in a timely manner and in the specified form. Any and all documents, records, disks, original drawings, or other information shall become the property of the County for its use and/or distribution as may be deemed appropriate by the County. The Consultant is not liable for any damages, injury or costs associated with the County’s use or distribution of these documents for purposes other than those originally intended by the Consultant.

27.0 Access and Audits

27.1 The Consultant shall maintain adequate records to justify all charges and costs incurred in performing the work for at least three (3) years after completion of this Agreement. The County shall have access to such books, records, and documents as required in this section for the purpose of inspection or audit during normal business hours at the Consultant’s place of business.

27.2 Misrepresentations of billable time or reimbursable expenses as determined by the Auditor to the Polk County Board of County Commissioners shall result in the recovery of any resulting overpayments. The County’s cost of recovery shall be the sole expense of the Consultant, including accounting and legal fees, court costs and administrative expenses.

27.3 Intentional misrepresentations of billable hours and reimbursable expenses will be criminally prosecuted to the fullest extent of the law.

27.4 All invoices submitted are subject to audit and demand for refund of overpayment up to three (3) years following completion of all services related to this Agreement.

28.0 Notice

28.1 Any notice, demand, communication, or request required or permitted hereunder shall be in writing and delivered in person or sent by Federal-Express or by Certified Mail, postage prepaid as follows:

As to County: Polk County Procurement Division
P.O. Box 9005, AS05
Bartow, FL 33830
Attention: Director

As to Consultant: Wright-Pierce, Inc.
11 Bowdoin Island, Suite 140
Topsham, ME 04086
Attn: Steve Hallowell, PE

28.2 Notices shall be effective when received at the addresses as specified above. Changes in the respective addresses to which such notice is to be directed may be made from time to time by either party by written notice to the other party. Facsimile transmission is acceptable notice effective when received, however, facsimile transmissions received (i.e.; printed) after 5:00 p.m., or on weekends or holidays, will be deemed received on the next business day. The original of the notice must additionally be mailed as required herein.

28.3 Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of Consultant and County.

29.0 Service of Process

As to County: County Attorney
County Administration Building
330 W. Church Street, 4th Floor
Bartow, Florida 33830

As to Consultant: Wright-Pierce, Inc.
Attn: Steve Hallowell, PE
11 Bowdoin Island, Suite 140
Topsham, ME 04086

30.0 Contract Administration

30.1 Services of Consultant shall be under the general direction of the Utilities Division Director, or their successor, who shall act as the County's representative during the term of this Agreement.

31.0 Key Personnel

31.1 The Consultant shall notify the County in the event of key personnel changes, which might affect this Agreement. To the extent possible, notification shall be made within ten (10) days prior to changes. The Consultant at the County's request shall remove without consequence to the County any subcontractor or employee of the Consultant and replace him/her with another employee having the required skill and experience. The County has the right to reject proposed changes in key personnel. The following personnel shall be considered key personnel:

Name: Steve Hallowell, PE

Name: Dennis Davis, PE, Assoc. DBIA

Name: Kathleen Gierok, PE

32.0 Annual Appropriations

32.1 The Consultant acknowledges that the County, during any fiscal year, shall not expend money, incur any liability, or enter into any agreement which, by its terms, involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any agreement, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such agreement. Nothing herein contained shall prevent the making of agreements for a period exceeding one year, but any agreement so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years. Accordingly, the County's performance and obligation to pay under this agreement is contingent upon annual appropriation.

33.0 Liquidated Damages

33.1 The parties hereto agree that liquidated damages, in the amount specified in the applicable CSA/CPO, will be assessed against the Consultant for the Consultant's failure to meet the final deliverable date in the Performance Schedule in the Scope of Work, but only to the extent and in proportion to the Consultant's fault in causing the delay as compared to other causes, and to the extent the Consultant is not

delayed by reasons beyond the Consultant's reasonable control.

34.0 Employment Eligibility Verification (E-VERIFY)

A. Unless otherwise defined herein, terms used in this Section which are defined in Section 448.095, Florida Statutes, as may be amended from time to time, shall have the meaning ascribed in said statute.

B. Pursuant to Section 448.095(5), Florida Statutes, the contractor hereto, and any subcontractor thereof, must register with and use the E-Verify system to verify the work authorization status of all new employees of the contractor or subcontractor. The contractor acknowledges and agrees that (i) the County and the contractor may not enter into this Agreement, and the contractor may not enter into any subcontracts hereunder, unless each party to this Agreement, and each party to any subcontracts hereunder, registers with and uses the E-Verify system; and (ii) use of the U.S. Department of Homeland Security's E-Verify System and compliance with all other terms of this Certification and Section 448.095, Fla. Stat., is an express condition of this Agreement, and the County may treat a failure to comply as a material breach of this Agreement.

C. By entering into this Agreement, the contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of this Agreement. Failure to comply will lead to termination of this Agreement, or if a subcontractor knowingly violates the statute or Section 448.09(1), Fla. Stat., the subcontract must be terminated immediately. If this Agreement is terminated pursuant to Section 448.095, Fla. Stat., such termination is not a breach of contract and may not be considered as such. Any challenge to termination under this provision must be filed in the Tenth Judicial Circuit Court of Florida no later than 20 calendar days after the date of termination. If this Agreement is terminated for a violation of Section 448.095, Fla. Stat., by the contractor, the contractor may not be awarded a public contract for a period of 1 year after the date of termination. The contractor shall be liable for any additional costs incurred by the County as a result of the termination of this Agreement. Nothing in this Section shall be construed to allow intentional discrimination of any class protected by law.

35.0 Limitation of Liability.

IN NO EVENT, SHALL THE COUNTY BE LIABLE TO THE CONSULTANT FOR INDIRECT, INCIDENTAL, CONSEQUENTIAL, SPECIAL, EXEMPLARY, OR PUNITIVE DAMAGES OF ANY KIND OR NATURE, INCLUDING LOSS OF PROFIT, WHETHER FORESEEABLE OR NOT, ARISING OUT OF OR RESULTING FROM THE NONPERFORMANCE OR BREACH OF THIS CONTRACT BY THE COUNTY WHETHER BASED IN CONTRACT, COMMON LAW, WARRANTY, TORT, STRICT LIABILITY, CONTRIBUTION, INDEMNITY OR OTHERWISE.

36.0 Scrutinized Companies and Business Operations Certification; Termination.

A. Certification(s).

(i) By its execution of this Agreement, the Consultant hereby certifies to the County that the

Consultant is not on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, nor is the Consultant engaged in a boycott of Israel, nor was the Consultant on such List or engaged in such a boycott at the time it submitted its bid, proposal, quote, or other form of offer, as applicable, to the County with respect to this Agreement.

(ii) Additionally, if the value of the goods or services acquired under this Agreement are greater than or equal to One Million Dollars (\$1,000,000), then the Consultant further certifies to the County as follows:

(a) the Consultant is not on the Scrutinized Companies with Activities in Sudan List, created pursuant to Section 215.473, Florida Statutes; and

(b) the Consultant is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Section 215.473, Florida Statutes; and

(c) the Consultant is not engaged in business operations (as that term is defined in Florida Statutes, Section 287.135) in Cuba or Syria; and

(d) the Consultant was not on any of the Lists referenced in this subsection A(ii), nor engaged in business operations in Cuba or Syria when it submitted its proposal to the County concerning the subject of this Agreement.

(iii) The Consultant hereby acknowledges that it is fully aware of the penalties that may be imposed upon the Consultant for submitting a false certification to the County regarding the foregoing matters.

B. Termination. In addition to any other termination rights stated herein, the County may immediately terminate this Agreement upon the occurrence of any of the following events:

(i) The Consultant is found to have submitted a false certification to the County with respect to any of the matters set forth in subsection A(i) above, or the Consultant is found to have been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel.

(ii) The Consultant is found to have submitted a false certification to the County with respect to any of the matters set forth in subsection A(ii) above, or the Consultant is found to have been placed on the Scrutinized Companies with Activities in Sudan List, or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria, and the value of the goods or services acquired under this Agreement are greater than or equal to One Million Dollars (\$1,000,000).

37.0 No Construction Against Drafter

37.1 The Parties acknowledge that this Agreement and all the terms and conditions contained herein have been fully reviewed and negotiated by the Parties. Accordingly, any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in interpreting this Agreement.

38.0 Unauthorized Alien(s)

The Consultant shall not employ or utilize unauthorized aliens in the performance of the Services provided pursuant to this Agreement. The County shall consider the employment or utilization of

unauthorized aliens a violation of Section 274A(e) of the Immigration and Naturalization Act (8 U.S.C. 1324a) and a cause for the County's unilateral termination of this Agreement. When delivering executed counterparts of this Agreement to the County, the Consultant shall also deliver a completed and executed counterpart of the attached "AFFIDAVIT CERTIFICATION IMMIGRATION LAWS" form.

(THE REMAINDER OF THE PAGE LEFT INTENTIONALLY BLANK)

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the Effective Date.

ATTEST:

STACY M. BUTTERFIELD

Polk County, a political subdivision
of the State of Florida

By: _____
Deputy Clerk

By: _____
_____, Chairman
Board of County Commissioners

Date Signed by County: _____

Review as to form and legal sufficiency

Sandra B. Hoff 12/11/23
County Attorney's Office Date

ATTEST:

Wright-Pierce, Inc.
a Maine corporation

By: Christina Frasciello
Corporate Secretary

By: Steven C. Hallowell
STEVEN C. HALLOWELL
[Print Name]

Christina Frasciello
[Print Name]

Vice President
[Title]

DATE: 12-8-2023

DATE: 12-8-2023

SEAL



ACKNOWLEDGEMENT OF FIRM IF A LIMITED LIABILITY COMPANY

STATE OF _____ County OF _____

The foregoing instruments was acknowledged before me by means of physical presence or online notarization this _____ (Date) by _____ (Name of officer or agent) as _____ (title of officer or agent) of the Company on behalf of the Company, pursuant to the powers conferred upon him/her by the Company. He/she personally appeared before me at the time of notarization, and is personally known to me or has produced _____ as identification and did certify to have knowledge of the matters stated in the foregoing instrument and certified the same to be true in all respects. Subscribed and sworn to (or affirmed) before me this _____ (Date)

(Official Notary Signature and Notary Seal)

(Name of Notary typed, printed or stamped)

Commission Number _____ Commission Expiration Date _____

ACKNOWLEDGEMENT OF FIRM, IF A CORPORATION

STATE OF FLORIDA County OF ORANGE

The foregoing instrument was acknowledged before me by means of physical presence or online notarization this 12/8/23 (Date) by STEVEN C. HALLOWELL (Name of officer or agent) as VICE PRESIDENT (title of officer or agent) of the Corporation on behalf of the Corporation, pursuant to the powers conferred upon him/her by the Corporation. He/she personally appeared before me at the time of notarization, and is personally known to me or has produced DRIVER'S LICENSE as identification and did certify to have knowledge of the matters stated in the foregoing instrument and certified the same to be true in all respects. Subscribed and sworn to (or affirmed) before me this 12/8/23 (Date)

Makenna Freeman
(Official Notary Signature and Notary Seal)

MAKENNA FREEMAN
(Name of Notary typed, printed or stamped)

Commission Number HH402900 Commission Expiration Date 7/22/2027

ACKNOWLEDGEMENT OF FIRM, IF AN INDIVIDUAL

STATE OF _____ County OF _____

The foregoing instrument was acknowledged before me by means of physical presence or online notarization this _____ (Date) By _____ (Name of acknowledging) who personally appeared before me at the time of notarization, and is personally known to me or has produced _____ as identification and did certify to have knowledge of the matters in the foregoing instrument and certified the same to be true in all respects. Subscribed and sworn to (or affirmed) before me this _____ (Date)

(Official Notary Signature and Notary Seal)

(Name of Notary typed, printed or stamped)

Commission Number _____ Commission Expiration Date _____

MAKENNA FREEMAN
Notary Public
State of Florida
Comm# HH402900
Expires 7/22/2027



ACKNOWLEDGEMENT OF FIRM, IF A PARTNERSHIP

STATE OF _____ County OF _____

The foregoing instrument was acknowledged before me by means of physical presence or online notarization this _____ (Date) by _____ (Name of acknowledging partner or agent) on behalf of _____ a partnership.

He/She personally appeared before me at the time of notarization, and is personally known to me or has produced _____ as identification and did certify to have knowledge of the matters in the foregoing instrument and certified the same to be true in all respects. Subscribed and sworn to (or affirmed) before me this _____ (Date) .

_____ (Official Notary Signature and Notary Seal)

_____ (Name of Notary typed, printed or stamped)

Commission Number _____ Commission Expiration Date _____



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Foreign Profit Corporation
WRIGHT-PIERCE, INC.

Filing Information

Document Number F10000003928
FEI/EIN Number 01-0228316
Date Filed 08/31/2010
State ME
Status ACTIVE

Principal Address

601 South Lake Destiny Road
Suite 290
Maitland, FL 32751

Changed: 02/19/2018

Mailing Address

11 Bowdoin Mill Island
Suite 140
TOPSHAM, ME 04086

Changed: 02/19/2018

Registered Agent Name & Address

Hallowell, Steven C
601 South Lake Destiny Road
Suite 290
Maitland, FL 32751

Name Changed: 02/19/2018

Address Changed: 02/19/2018

Officer/Director Detail

Name & Address

Title VP, Director

BIRKEL, PAUL F
224 FORESIDE ROAD
FALMOUTH, ME 04105

Title President, Director

BRACCIO, JOHN W
21 MUSTANG DRIVE
GUILFORD, CT 06437

Title VP, Director

Pierce, Christopher N
46 Knollwood Road
West Hartford, CT 06110

Title VP, Director

Hallowell, Steven C
520 North Phelps Avenue
Winter Park, FL 32789

Title VP, Director

Vadney, Timothy R
92 Tidewater Farm Road
Stratham, NH 03885

Title VP, Director

Protasowicki, Richard G
6 Crestview Road
Littleton, MA 01460

Title VP, Director and Secretary

Wingard, Ryan T
213 Royall Point Road
Yarmouth, ME 04096

Title CFO, VP, Treasurer, Director

Riley, Laura J
347 ANDOVER RD.
BILLERICA, MA 01821

Title VP, Director

Leonard, Edward J
435 WOODFORD ST.
PORTLAND, ME 04103

Title Officer

Perkins, Laurie P
164 Forest Drive
Auburn, NH 03032

Title Officer

Williams, Ronald D
252 PLUMMER MILL RD.
DURHAM, ME 04222

Annual Reports

Report Year	Filed Date
2021	04/28/2021
2022	02/15/2022
2023	02/16/2023

Document Images

02/16/2023 -- ANNUAL REPORT	View image in PDF format
02/15/2022 -- ANNUAL REPORT	View image in PDF format
04/28/2021 -- ANNUAL REPORT	View image in PDF format
03/13/2020 -- ANNUAL REPORT	View image in PDF format
02/13/2019 -- ANNUAL REPORT	View image in PDF format
02/19/2018 -- ANNUAL REPORT	View image in PDF format
03/29/2017 -- ANNUAL REPORT	View image in PDF format
01/28/2016 -- ANNUAL REPORT	View image in PDF format
01/12/2015 -- ANNUAL REPORT	View image in PDF format
01/03/2014 -- ANNUAL REPORT	View image in PDF format
01/25/2013 -- ANNUAL REPORT	View image in PDF format
01/04/2012 -- ANNUAL REPORT	View image in PDF format
01/25/2011 -- ANNUAL REPORT	View image in PDF format
08/31/2010 -- Foreign Profit	View image in PDF format

Exhibit "A-i"

RFP NOTICE

Polk County, a political subdivision of the State of Florida, requests the submittal proposals from vendors that are interested in providing professional services for design, permitting and construction phase engineering services for water, wastewater and reclaim water facilities as well as regulatory support services for Polk County Utilities Division as described herein. Sealed proposals must be received in the Procurement Division, prior to the due date and time listed below.

RFP Number and Title: 23-448, Utilities Design Services & Regulatory Support Services

Description: Provide professional services for design, permitting and construction phase engineering services for water, wastewater and reclaim water facilities as well as regulatory support services for Polk County Utilities Division

Receiving Period: Prior to 2:00 p.m., Wednesday, July 19, 2023

Bid Opening: Wednesday, July 19, 2023, at 2:00 p.m. or as soon as possible thereafter.

This form is for RFP registration only. Please scroll down for additional information.

Special Instructions: A **MANDATORY** pre-proposal meeting will be held **Tuesday, June 20, 2023, 2:00 p.m.** at the Utilities Administration Building, Room 63, 1011 Jim Keene Blvd, Winter Haven, FL 33880. An authorized representative or agent of the Proposer must be present at this meeting in person as evidenced by their signature on the meeting's sign-in sheet, or the Proposers Proposal will be considered non-responsive.

Questions regarding this RFP must be in writing and must be sent to Ari Goldstein Senior Procurement Analyst, via email at arigoldsteint@polk-county.net or via fax at (863) 534-6789. All questions must be received by, Friday, July 7, 2023, 4:00 p.m.

RFP REGISTRATION

You **MUST** register using this form in order to receive notice of any addenda to these documents. Please fax the completed form to the Polk County Procurement Division as soon as possible. It is the vendor's responsibility to verify if addenda have been issued.

RFP Number: 23-448

RFP Title: Utilities Design Services & Regulatory Support Services

This form is for RFP registration. Please scroll down for additional information.

This form is for bid registration only. Please scroll down for additional information.

Carefully complete this form and return it to the Procurement Division via e-mail to procurement@polk-county.net or fax (863) 534-6789. You must submit one form for each solicitation that you are registering for.

Company Name: _____

Contact Name: _____

Mailing Address: _____

City: _____

State: _____

Zip Code: _____

Phone Number: _____

Email: _____

PROPOSAL SUBMITTAL INSTRUCTIONS

Proposers must submit their proposal prior to 2:00 p.m. on the receiving date. Proposals must be submitted in a “sealed” parcel or electronically through Polk County’s secure website, Kiteworks. Proposals will be publicly opened at 2:00 p.m. on the receiving date.

Sealed Parcel Submittal:

If you are submitting a sealed parcel proposal submit one (1) original marked ORIGINAL and six (6) copies marked COPY of the proposal in a sealed parcel to the Procurement Division. The parcel should be labeled “RFP #23-448, Utilities Design Services & Regulatory Support Services” and marked with the proposer’s name and address. The Proposals may be mailed or delivered to:

**Polk County Procurement Division
330 West Church Street, Room 150
Bartow, FL 33830**

To assist with labeling the sealed parcel, please cut along the outer border and affix this label. Be sure to include the name of the company submitting the proposal where requested.

Sealed Proposal. DO NOT OPEN	
RFP Number	23-448
RFP Title	Utilities Design Services & Regulatory Support Services
Due Date/Time:	July 19, 2023, prior to 2:00 pm
Submitted by:	
Deliver To:	Polk County Procurement Division 330 West Church Street, Room 150, Bartow, Florida 33830

Proposals may be mailed, express mailed or hand delivered. It is the Proposers responsibility to ensure their package is delivered to the Procurement Division prior to 2:00 p.m. on the Receiving date and time referenced above. Proposals delivered at 2:00 p.m. or later will not be accepted.

Electronic Proposals Submittal:

All prospective Proposers that are interested in submitting their proposals electronically can do so via the County’s secure electronic submittal website, Kiteworks. Proposers must email arigoldstein@polk-county.net at least 48 hours prior to opening to receive a link to upload their submittal. Please only upload your documents as a PDF or Excel file for the Cost Tab, if applicable. Please use the name convention of your files as follow:

“RFP 23-448 Tab 1”

“RFP 23-448 Tab 2”

“RFP 23-448 Tab 3”

“RFP 23-448 Tab 4”

“RFP 23-448 Tab 5”

“RFP 23-448 Tab 6”

“RFP 23-448 Tab 7”

For more instructions, a video tutorial has been produced to further explain the electronic solicitation submittal process. It can be found by clicking here for RFP Submittals: https://youtu.be/vkn_7AHgioE. If you need assistance accessing this website due to ADA or any other reason, please email Ari Goldstein at arigoldstein@polk-county.net.

Procurement recommends that Proposers submitting electronically double check the documents submitted into Kiteworks to ensure all requested tab information has been uploaded. Failure to upload the requested tab information may result in the proposal being deemed nonresponsive.

POLK COUNTY
Procurement Division
Fran McAskill
Procurement Director
REQUEST FOR PROPOSAL 23-448
Utilities Design Services & Regulatory Support Services

Sealed proposals will be received in the Procurement Division, **Wednesday, July 19, 2023, prior to 2:00 p.m.**

Attached are important instructions and specifications regarding responses to this Request for Proposal (the "RFP"). The failure of a responding proposer (a "Proposer") to follow these instructions could result in Proposer disqualification from consideration for a contract to be awarded pursuant to this RFP.

This document is issued by Polk County (the "County") which is the sole distributor of this RFP and all addenda and changes to the RFP documents. The County shall record its responses to inquiries and provide any supplemental instructions or additional documents pertaining to this RFP in the form of written addenda to the RFP. The County shall post all such addenda, together with any other information pertaining to this RFP, on the County's website at <https://www.polk-county.net/procurement/bids>. It is the sole responsibility of each Proposer to review the website prior to submitting a responsive proposal (a "Proposal") to this RFP to ensure that the Proposer has obtained all available instructions, addenda, changes, supporting documents, and any other information pertaining to this RFP.

The County is not responsible for any solicitations issued through subscriber, publications, or other sources not connected with the County and the Proposer should not rely on such sources for information regarding the RFP solicitation.

Questions regarding this RFP must be in writing and must be sent to Ari Goldstein, via email at arigoldstein@polk-county.net or via fax at (863) 534-6789. All questions must be received by Friday, July 7, 2023, 4:00 p.m.

Proposers and any prospective Proposers shall not contact, communicate with or discuss any matter relating in any way to this RFP with any member of the Polk County Board of County Commissioners or any employee of Polk County other than the County Procurement Director or the individual designated above. This prohibition begins with the issuance of the Request for Proposal and ends upon execution of a contract. Any such communication initiated by a Proposer or prospective proposer shall be grounds for disqualifying the offender from consideration for a contract to be awarded pursuant to this RFP and for contracts to be awarded pursuant to RFPs or Requests for Bid that the County may issue in the future.

A Proposer's responsive Proposal to this RFP may be mailed, express mailed, or hand delivered to:

Polk County Procurement Division
330 West Church Street, Room 150
Bartow, Florida 33830
(863)534-6757

INTRODUCTION

Polk County, a political subdivision of the State of Florida, seeks professional services for design, permitting, and construction phase engineering services for water, wastewater and reclaim water facilities as well as regulatory support services for Polk County Utilities Division (PCU), and as further defined in the Scope of Services below. Other County Divisions may also use these services.

Polk County's Selection Process for consultants' services is in accordance with Section 287.055, Florida Statutes, the Consultants' Competitive Negotiations Act ("CCNA"). The Professional Services Selection Committee will review the qualifications of all submitting firms.

It is the intent of the County to select and negotiate a Master Consulting Agreement with one (1) or more firm(s).

The County will negotiate fee schedules in accordance with the County's Procurement Procedures, with the goal of establishing standardized rates as part of "Selection Process", Elevation Level 4 Contract Negotiations.

Services under this contract will be in compliance with Section 287.055 of the Florida Statutes referred to as the "Consultants' Competitive Negotiation Act" (CCNA). Polk County's Procurement Procedure's Manual outlines the Procedures for Contracting for Professional Services Covered by CCNA. These procedures outline the process used for the selection of a consulting firm awarded through this RFP process.

All services must be performed in accordance with applicable Federal, State and Local regulations.

The Successful Proposer must register in our new Vendor Database if you have not already done so prior to award of this RFP. A purchase order cannot be issued to a vendor until they have registered. You may register by going to the following link: <https://www.polk-county.net/procurement/vendor-registration>. Registered vendors will receive a User ID and Password to access their company information. All registered vendors must provide their owner gender, owner ethnicity, corporate status, and a minimum of one (1) commodity code to be considered registered. It is the responsibility of all vendors to update their vendor information. Only registered vendors will receive notifications of future RFP's.

All services must be performed in accordance with applicable Federal, State and Local regulations.

SCOPE OF SERVICES

The scope of services shall include, but not be limited, to design, permitting and construction phase engineering services for water, wastewater, and reclaim water facilities within Polk County, Florida. Additionally, the County requires professional services for environmental permitting, planning and compliance. Work will be done in conjunction with the Utilities' Community Investment Program (CIP), which includes Expansion and Renewal and Replacement. In addition, the work may be performed for other Utility Sections including Environmental Permitting, Operations and Maintenance, and Customer Service. Successful Proposers must follow the Polk County Utilities Code while performing these services for the Utilities Division.

Additionally, this RFP is for professional engineering services and regulatory support services in conjunction with water, wastewater and reclaim water systems. Types of services include but are not necessarily limited to design of water, wastewater and reclaim plants/facilities; pipeline design; construction observation; utility relocation; GIS support; utility infrastructure security measures; hydraulic and water quality modeling; permitting of new or existing water, wastewater, and reclaim water facilities for construction and operation; assistance with information requests by regulatory agencies; water, wastewater and groundwater monitoring; well field sampling; hydrogeologic and surface water modeling; evaluation of technical and water quality data as required by federal, state and/or local regulations; preparation of appropriate documents, reports or maps as related to design, permitting and regulatory information requests; land surveying and geotechnical services; well construction and abandonment-related engineering services; well head protection, water quality and environmental assessments; technical assistance for preparation of public information; water conservation education; feasibility studies for developing, improving and maintaining water, wastewater or reclaim water systems; implementation of compliance projects or preparation of reports; utility system master planning; information systems development & implementation; review of water, wastewater, and reclaim development submissions for system capacity and hydraulic compatibility with master plans; and other utility-related professional engineering and consulting services.

Proposers must have in-house, multi-disciplinary capabilities in at least ten (10) of these fields, but more capabilities identified will enhance the scores:

- Civil engineering
- Utility master planning and hydraulic modeling
- Water quality master plans and water conservation plans
- Water quality engineering, modeling, and evaluation
- Wastewater engineering, treatment, and evaluation
- Biosolids management design and operation
- Regulatory compliance and permitting for water and wastewater facilities
- Utility environmental affairs

- Land surveying
- Hydrology and surface water modeling
- Hydrogeologic modeling and evaluation of water quality data
- Well construction and abandonment
- Well head protection, water quality and environmental assessments
- Feasibility studies for developing, improving and maintaining water, wastewater and reclaim water systems
- Geotechnical engineering
- Utility acquisition and evaluation
- Right-of-way and easement acquisition services
- Structural engineering as related to water, wastewater and reclaim water facilities
- Electrical engineering as related to water, wastewater and reclaim water facilities
- Mechanical engineering related to water, wastewater and reclaim water facilities
- Constructability plan review/value engineering
- Instrumentation and controls engineering and programming for SCADA systems
- Construction administration and construction observation-related engineering services for water, wastewater, and reclaim water facilities
- Water, wastewater, and reclaim water facilities operational experience
- Public involvement services, including technical assistance for preparation of public information brochures
- Water conservation education and/or enforcement
- Subsurface utility engineering and locating
- Architectural services
- GIS Analysis, SDE Management and GIS database maintenance and support capabilities
- CADD design capabilities
- Database & Information system development related to utility systems and management
- Energy audits
- Green Engineering Practices

The County shall request the services on an as-needed basis. There is no guarantee that any or all the services described in this RFP will be assigned during the term of the agreement. Further, the Consultant is providing these services on a nonexclusive basis. The County, at its option, may elect to have any of the services set forth herein performed by other consultants or County staff.

AGREEMENT

The Master Consulting Agreement will be for five (5) years unless otherwise terminated in accordance with the master consulting agreement.

EVALUATION CRITERIA

Proposals should not contain information in excess of that requested, must be concise, and must specifically address the issues of this RFP. Unnecessarily elaborate brochures or other presentations beyond those sufficient to present a complete and effective response to this RFP are not desired and may be construed as an indication of the Proposer's lack of cost consciousness. Elaborate artwork, expensive visual aids, and other presentation aids are neither necessary nor desired unless specifically requested. The Proposal responses shall be contained within a three-ring binder (original and each copy in separate binders). For the purposes of this RFP, one page equals a single sided page. It is requested that the responses be in the same order as the selection and evaluation procedures. The submittals should include the following:

Tab 1 Executive Summary

(Items a-c: Maximum of two (2) pages)

- a) Name, company name, address, telephone number, and email address.
- b) State the number of years in business, as the same company/firm.
- c) State the number of full-time employees.
- d) Provide documentation showing proper incorporation by the Secretary of State.
- e) Provide a copy of the firm's applicable certification(s) from the State of Florida allowing them to provide the services as outlined in the Scope of Service as well as compliance with F.S. 287.055

Tab 2 Approach to the Project (35 points)

(Maximum of four (4) pages)

- a) Describe in detail the components of how your firm proposes to manage assigned project(s), based upon the scope of services. Please identify the services your firm provides which make you qualified to perform the required services.
- b) Describe how the firm plans to maintain the project team and manage the project team members' time in order to ensure sufficient time to complete a project.
- c) Describe the firm's Quality Assurance and Quality Control program as it pertains to engineering services.

Tab 3 Experience, Expertise, Personnel and Technical Resources (40 points)

- Identify a minimum of five (5) and a maximum of eight (8) projects in which the proposer her performed within the past five (5) years as the prime proposer which best illustrate the experience of the firm and current staff as related to the desired services. At least three (3) of the projects identified should be projects performed for public entities. (Maximum of one (1) page only per project).
 - For each project please provide:

- a) Name and location of the project;
 - b) Size and cost of the project;
 - c) Project representative name, address, phone number, and email address
 - d) Date project was completed or is anticipated to be completed, if completed provide the actual completion date;
 - e) The nature of the firm's responsibility on the project;
 - f) List of change orders, including dollar amount, which were the result of unforeseen circumstances or design errors/oversights; and
 - g) List of any time extensions created by item f above.
- Provide an organizational chart of the team highlighting the key individuals who will work on this contract.
 - Provide brief resumes of the firm's key personnel to be assigned to the master service agreement including, but not limited to, the items in the list below (One (1) page maximum per resume):
 - a) Name and current position held by the person
 - b) Name, title and project assignment
 - c) Experience:
 - (1) Types of projects.
 - (2) Size of projects (dollar value of project).
 - (3) What were their specific project involvements?
 - Identify any sub-consultants that may be involved throughout the duration of the agreement. For each sub consultant identified please provide:
 - A brief description of their experience outlining their qualifications to perform the intended services
 - A brief resume for each key personnel that will be assigned to perform the intended services

Tab 4 Is the Firm a “Polk County Entity”? (5 Points)

- There will be a maximum of five (5) points allocated for this Tab. If the Proposer is a Polk County Entity then five (5) points will be allocated. If the Proposer is not a Polk County Entity but is utilizing one or more sub-consultants that are a Polk County Entity to assist in performing the scope of work then the Proposal will be allocated one (1) point for each sub-consultant which is a Polk County Entity up to a maximum of five (5) points. The Polk County Entity sub-consultant(s) must have been identified under Tab 3, Experience, Expertise, Personnel and Technical Resources in order to qualify for point allocation.
- Provide documentation of the Proposers' or sub-consultant's headquarters and local offices, if any, and the amount of time the firm has been located at each such local office. Please also indicate the number of employees at the local office.
- Proposers or sub-consultants will be allocated points if they meet the following Polk County Government definition of Polk County Entity.

- The term “Polk County Entity” means any business having a physical location within the boundaries of Polk County, Florida, at which employees are located and business activity is managed and controlled on a day to day basis. Additionally, the business must have been located within the boundaries of Polk County for a minimum of 12 months prior to the date the applicable solicitation is issued. This requirement may be evidenced through a recorded deed, an executed lease agreement, or other form of written documentation acceptable to the County. The County shall have the right, but not the obligation, to verify the foregoing requirements.
- In the event a Proposer lists one or more sub-consultants in Tab 4 which is a Polk County Entity and receives point(s) as a result, and after the Proposer is awarded the project, if successful, it is determined that the listed sub-consultant does not assist in the performance of the scope of work (and is not replaced with an alternative sub-consultant which is a Polk County Entity), then the Proposer acknowledges and agrees that it may be suspended or debarred by the Procurement Director for failure to comply with the conditions, specifications or terms of a proposal or contract with the County or for committing a fraud or misrepresentation in connection with a proposal or contract with the County, in accordance with the Polk County Purchasing Ordinance and Procedures Manual.

Tab 5 Is the Firm a “Certified Woman or Minority Business Enterprise” (5 Points)

- Polk County Board of County Commissioners has a long standing commitment to encouraging the utilization of Women and Minority Businesses that do business with the County as vendors. To that end we encourage all of our prime and professional services vendors to utilize W/MBE vendors where at all possible, irrespective of a company’s certification status. Please explain how the submitting firm will encourage minority participation in the project. (Limit response to one page)
- There will be a maximum of five (5) points allocated for this tab. If the Proposer is a Woman or Minority owned business then five (5) points will be allocated. If the Proposer is not a Woman or Minority owned business but is utilizing one or more sub-consultants that are a Women or Minority owned business to assist in performing the scope of work, then the Proposal will be allocated one (1) point for each sub-consultant which meets the County’s certification criteria of Women or Minority owned, up to a maximum of five (5) points. The Woman or Minority owned business sub-consultant(s) must have been identified under Tab 3, Experience, Expertise, Personnel and Technical Resources in order to qualify for point allocation.
- Proposers or sub-consultants will be allocated points if they are a certified W/MBE as evidenced by providing the documentation described below.
 - If the Proposer or sub-consultant has a certified W/MBE status, provide documentation of the firms’ certified W/MBE status as defined by the Florida Small and Minority Business Act and as defined in Polk County’s

Purchasing Procedures. Polk County's Purchasing Procedures recognize the following to meet the requirement of a certified W/MBE status:

- Valid W/MBE Certification from one of the following
 - Florida Minority Supplier Development Council
 - Women Business Enterprise National Council
 - The State of Florida Office of Supplier Diversity
 - Florida Department of Transportation
 - U. S. Small Business Administration
 - Federal Aviation Authority
 - Other Florida governmental agencies

Certifications from other governmental agencies will be considered on a case-by-case basis.

- In the event a Proposer lists one or more sub-consultants in Tab 5 which is a Women or Minority owned business and receives point(s) as a result, and after the Proposer is awarded the project, if successful, it is determined that the listed sub-consultant does not assist in the performance of the scope of work (and is not replaced with an alternative sub-consultant which is a Women or Minority owned business), then the Proposer acknowledges and agrees that it may be suspended or debarred by the Procurement Director for failure to comply with the conditions, specifications or terms of a proposal or contract with the County or for committing a fraud or misrepresentation in connection with a proposal or contract with the County, in accordance with the Polk County Purchasing Ordinance and Procedures Manual.

Tab 6 Interactions with County and Regulatory Agency Staff (5 Points)

- Provide documentation supporting the specialized qualifications of the proposed staff in terms of meeting this scope of service. Qualifications should highlight experience with regulatory agencies, identifying specific agencies and the items being addressed, including construction permitting, water use permitting, consent orders, consultation, governing regulations; and other related activities. Describe the firm's ability to work with the Utilities Division or other Division staff in order to successfully fulfill the scope of service. Demonstrate the firm's knowledge of permitting process, as well as local regulatory agencies, including, but not limited to SWFWMD, FDEP, and the Polk County Health Department, if applicable. (Limit response to one (1) page)

Tab 7 Surveys of Past Performance (10 Points)

- Provide reference surveys from past clients for the projects identified under Tab 3.
- Completed surveys. (See Exhibit 1) Procurement will take the average of all surveys and score as follows:
 - Average Score between 9-10 (10 Points)
 - Average Score between 7-8 (8 Points)

- Average Score between 5-6 (6 Points)
- Average Score between 3-4 (4 Points)
- Average Score between 1-2 (2 Points)
- Average Score of 0 (0 Points)

BID OPENING

Proposers may attend the Bid Opening in person or via conference call by dialing (646) 558-8656 and enter Meeting ID: 327 647 2818. A listing of all proposers will be posted to Procurement’s website as soon as possible after bid opening.

Selection Process

Proposals will be evaluated in accordance with this section and all applicable County procurement policies and procedures.

The County shall appoint a selection committee (the “Selection Committee”) that will be responsible for evaluating and scoring/ranking the Proposals in accordance with this Section.

The County will use a competitive selection process based on the Elevation Levels described in this Section. At Elevation Levels 2 and 3, the Selection Committee will score and/or rank the Proposals as applicable.

Selection of a final Proposal will be based upon the following steps and factors:

Elevation Level 1 (Procurement Requirements Assessment):

- The County Procurement Division shall review all Proposals for conformance with RFP guidelines and detailed submittal requirements. At the County’s discretion, non-conforming Proposals may be eliminated from further consideration and conforming Proposals shall be elevated to Elevation Level 2. Procurement will distribute Proposals and evaluation criteria to the Selection Committee.
- Procurement will also ensure all firms meet the requirement of certification as outlined in Florida Statute 287.055(3)(c).
- The Selection Committee may convene to review questions that arise during individual member review of submitted Proposals before Elevation Level 2 to allow for questions, clarifications, explanations, or other discussion to be held before the review of Proposals is completed.

Elevation Level 2 (Scoring)

- Procurement shall score each Proposal on the following evaluation criteria:
 - Local (Tab 4)-5 points
 - W/MBE Certification (Tab 5)-5 points
 - Surveys of Past Performance (Tab 7)-10 points

Subtotal Points-20 points

by the process stated under each corresponding Tab description as set forth on Pages 9-13.

- Each Selection Committee member shall score each Proposal on the following evaluation criteria:
 - Approach to the Project (Tab 2)-35 points
 - Experience, Expertise, Personnel and Technical Resources (Tab 3)-40 points
 - Interaction w/ County & Regulatory Agencies (Tab 6)-5 points

Total Points – 100 points

by the following process:

- 1) Each Selection Committee member shall determine which of the following descriptions applies to each of the foregoing evaluation criteria:
 - EXCELLENT (1.0): Of the highest or finest quality; exceptional; superior; superb; exquisite; peerless.
The Proposer provided information for a given criteria that satisfied the requirements and described specifically how and what will be accomplished in such a manner that exhibited an exceptional and superior degree of understanding, skill, and competency, both qualitatively and quantitatively. The facts included in the narrative (including all supporting documentation, diagrams, drawings, charts, and schedules, etc.) demonstrate the Proposer's ability to perform and deliver far beyond expectation.
 - VERY GOOD (0.8): To a high degree; better than or above competent and/or skillful.
The Proposer provided information for a given criteria that satisfied the requirements and described specifically how and what will be accomplished in such a manner that exhibited a very high degree of understanding, skill, and competency, both qualitatively and quantitatively. The facts included in the narrative (including all supporting documentation, diagrams, drawings, charts, and schedules, etc.) demonstrate the Proposer's ability to perform and deliver beyond expectation.
 - GOOD (0.6): Having positive or desirable qualities; competent; skilled; above average.
The Proposer provided information for a given criteria that satisfied the requirements and described specifically how and what will be accomplished in such a manner that exhibited a skillful and above-average degree of understanding, skill, and competency, both qualitatively and quantitatively. The facts included in the narrative (including all supporting documentation, diagrams, drawings, charts, and schedules,

etc.) demonstrate the Proposer's ability to perform and deliver at the expected level.

- FAIR (0.4): Average; moderate; mediocre; adequate; sufficient; satisfactory; standard.

The Proposer provided information for a given criteria that satisfied the requirements and described sufficiently how and what will be accomplished in a manner that exhibited an adequate and average degree of understanding, skill, and competency, both qualitatively and quantitatively. The facts included in the narrative (including all supporting documentation, diagrams, drawings, charts, and schedules, etc.) demonstrate the Proposer's ability to perform and deliver at a level slightly below expectation.

- POOR (0.2): Inadequate; lacking; inferior in quality; of little or less merit; substandard; marginal.

The Proposer provided information for a given criteria that did not satisfy the requirements and described in an inadequate manner how and what will be accomplished. The information provided simply reiterated a requirement, contained inaccurate statements or references, lacked adequate information, or was of inferior quality. The facts included in the narrative (including all supporting documentation, diagrams, drawings, charts, and schedules, etc.) demonstrate the Proposer's ability to perform and deliver at a substandard and inferior level.

- UNACCEPTABLE (0.0):

The Proposer failed to provide any information for a given criteria, provided information that could not be understood, or did not provide the information for a given category as requested.

- 2) After a Selection Committee member has determined the description applicable for each evaluation criterion, the total points available for such criterion shall be multiplied by the factor associated with the applicable description to produce the number of points allocated for that evaluation criterion. For example, a Selection Committee member classifies the "Experience and Expertise" criterion (which shall be worth 25 points for the purpose of this example) as "Very Good" (which is a description factor multiplier of 0.8). The points that Selection Committee member allocated for that evaluation criterion would be 20, calculated as follows: 25 available points x 0.8 applicable description factor multiplier = 20 points.
- 3) A Selection Committee member's total score for each Proposal shall equal the sum of the total points allocated for each evaluation criteria.
- 4) When all Selection Committee members have completed their Proposal evaluations, the individual Selection Committee member's total scores for each Proposal will be added together to produce a final score for each Proposal.
- 5) Procurement will confirm the calculations for the final score for each Proposal. Then, Procurement shall publish a rank-ordered listing of the Proposals to the

Selection Committee with the Proposal receiving the highest point as the highest-ranked Proposal.

- 6) In accordance with Section 287.055(4)(a), Florida Statutes, if there are three (3) or more Proposers in Elevation Level 2, the Selection Committee must elevate no fewer than the three highest scored of such Proposers to Elevation Level 3 for interviews. If there are only two Proposers in Elevation Level 2, the Selection Committee must elevate those two Proposers to Elevation Level 3 for interviews. If there is only one Proposer in Elevation Level 2, then the Selection Committee may collectively decide if they would like to elevate the Proposer to Elevation Level 3 for interviews or if they would like to recommend the Board authorize staff to enter into Contract Negotiations with the Proposer. In the latter case, after Board approval to authorize staff to negotiate a contract, the Proposer will then be elevated to Elevation Level 4 for contract negotiations.

Elevation Level 3 (Proposer Interviews)

The Selection Committee are required to conduct interviews of the Proposers that it has elevated from Elevation Level 2 to Elevation Level 3.

During an interview, elevated Proposers may be requested to make a presentation focusing on their qualifications, approach to the project and the ability to furnish the required services. The Selection Committee members will have an opportunity to inquire about any aspect of the RFP and the Proposer's Proposal. After all elevated Proposer interviews, each Selection Committee member will individually rank the Proposers in numerical order beginning at number 1 for the Proposer deemed to be the most highly qualified to perform the required services. In accordance with Section 287.055(4)(b), Florida Statutes, in determining whether a Proposer is qualified, each Selection Committee member shall consider such factors as:

- Ability of Personnel
- Whether a Proposer is a certified minority business enterprise
- Past performance
- Willingness to meet time and budget requirements
- Location
- Recent, current, and projected workloads
- Volume of work previously awarded to each Proposer by the County

Procurement shall receive and compile each Selection Committee member's ranking of each Proposer, and then publish a rank-ordered listing of Proposers to the Selection Committee, based on the combined average rankings given each Proposer. The Selection Committee members will then collectively decide if they would like to recommend the Board authorize staff to enter into Contract Negotiations with all Proposers elevated to Proposer Interviews, starting with the highest-ranked Proposer(s). After Board approval to authorize staff to negotiate a contract, said Proposer(s) will then be elevated to Elevation Level 4 for contract negotiations.

Elevation Level 4 (Contract Negotiations)

If a Proposer is elevated to this level, the User Division, with the assistance of Procurement and the County Attorney's Office, shall negotiate an Agreement with the elevated Proposer(s) in accordance with Section 287.055(5), Florida Statutes.

If after negotiating for a reasonable time period the parties cannot agree on a contract, the County shall, in its sole discretion, terminate further contract negotiations with that Proposer(s). Procurement shall notify the Selection Committee that contract negotiations with the elevated Proposer(s) have terminated. The Selection Committee shall then determine whether to recommend to the Board to approve contract negotiations with the next-highest-ranked Proposer, and so on. If the Selection Committee decides not to recommend contract negotiations with the next-highest-ranked Proposer, or if the County determines there is no other Proposer with whom the County can successfully negotiate a contract, then the RFP Selection Process shall terminate.

After contract negotiations with a Proposer(s) are successfully completed pursuant to Elevation Level 4, the Selection Committee shall recommend to the Board of County Commissioners that it selects such Proposer(s) to provide the services as outlined in the Agreement. The Board of County Commissioners shall make the final decision whether to enter into an Agreement with a Proposer(s).

GENERAL CONDITIONS

CONTACT

After the issuance of any Request for Proposal, prospective proposers shall not contact, communicate with or discuss any matter relating in any way to the Request for Proposal with the Board of County Commissioners, and any employee of Polk County, other than the Procurement Director or as directed in the cover page of the Request for Proposal. This prohibition begins with the issuance of any Request for Proposal and ends upon completion execution of a contract. Such communications initiated by a proposer shall be grounds for disqualifying the offending proposer from consideration for award of the proposal and/or any future proposal.

INSURANCE REQUIREMENTS

The selected firm, if any, shall maintain, at all times, the following minimum levels of insurance and; shall, without in any way altering their liability, obtain, pay for and maintain insurance for the coverages and amounts of coverage not less than those set forth below. Provide to the County original Certificates of Insurance satisfactory to the County to evidence such coverage before any work commences. Polk County, a political subdivision of the State of Florida, shall be an additional named insured on all policies related to the project; excluding workers' compensation and professional liability. The Workers' Compensation and General Liability policies shall contain a waiver of subrogation in favor of Polk County. All insurance coverage shall be written with a company having an A.M. Best Rating of at least the "A" category and size category of VIII. The firm's self-insured retention or deductible per line of coverage shall not exceed \$25,000 without the permission of the County. In the event of any failure by the firm to comply with the provisions; the County may, at its option, on notice to the firm suspend the project for cause until there is full compliance. Alternatively, the County may purchase such insurance at the firm's expense, provided that the County shall have no obligation to do so and if the County shall do so, the firm shall not be relieved of or excused from the obligation to obtain and maintain such insurance amounts and coverages.

Worker's Compensation and Employer's Liability Insurance providing statutory benefits, including those that may be required by any applicable federal statute:

Admitted in Florida	Yes
Employer's Liability	\$100,000
All States Endorsement	Statutory
Voluntary Compensation	Statutory

Commercial General Liability Insurance. \$1,000,000 combined single limit of liability for bodily injuries, death, and property damage, and personal injury resulting from any one occurrence, including the following coverages:

Premises and Operations and Products/Completed Operations;

Broad Form Commercial General Liability Endorsement to include blanket contractual liability (specifically covering, but not limited to, the contractual obligations assumed by the Firm); Personal Injury (with employment and contractual exclusions deleted) and Broad Form Property Damage coverages;

Independent Contractors; Policy must include Separation of Insureds Clause.

Comprehensive Automobile Liability Insurance. \$1,000,000 combined single limit of liability for bodily injuries, death, and property damage, and personal injury resulting from any one occurrence, including all owned, hired and non-owned vehicles.

Professional Liability Insurance. \$2,000,000 for design errors and omissions, inclusive of defense costs. Selected firm shall be required to provide continuing Professional Liability Insurance to cover the project for a period of two (2) years after the projects are completed.

INDEMNIFICATION

To the maximum extent permitted by law, the Consultant shall indemnify, protect and hold the County, and its officers, employees and agents, harmless from and against any and all, claims, actions, causes of action, liabilities, penalties, forfeitures, damages, losses, and expenses whatsoever (including, without limitation, reasonable attorneys' fees, costs, and expenses incurred during negotiation, through litigation and all appeals therefrom) including, without limitation, those pertaining to the death of or injury to any person, or damage to any property, to the extent arising out of or resulting from (i) the failure of Consultant to comply with applicable laws, rules or regulations, (ii) the breach by Consultant of its obligations under this Agreement, (iii) any claim for trademark, patent, or copyright infringement arising out of the scope of Consultant's performance or nonperformance of this Agreement, or (iv) the negligent acts, errors or omissions, or intentional or willful misconduct, of Consultant or any persons or entities employed or utilized by Consultant in the performance of this Agreement. The obligations imposed by this Section shall survive the expiration or earlier termination of the Agreement.

PUBLIC ENTITY CRIMES STATEMENT

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid or proposal on a contract to provide any goods or services to a public entity, may not submit a bid or proposal on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list. By submitting this proposal, the proposer hereby certifies that they have complied with said statute.

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION

The County is an equal opportunity/affirmative action employer. The County is committed to equal opportunity employment effort; and expects firms that do business with the County to have a vigorous affirmative action program.

WOMEN/MINORITY BUSINESS ENTERPRISE OUTREACH

The County hereby notifies all Proposers that W/MBEs are to be afforded a full opportunity to participate in any request for proposal by the County and will not be subject to discrimination on the basis of race, color, sex or national origin.

AFFIRMATION

By submitting their proposal, the Proposer affirms that the proposal is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; the Proposer has not directly or indirectly induced or solicited any other person to submit a false or sham proposal; the Proposer has not solicited or induced any person, firm or corporation to refrain from submitting a proposal; and the Proposer has not sought by collusion to obtain for him/herself any advantage over other persons or over the County.

DEVELOPMENT COSTS

Neither the County nor its representative(s) shall be liable for any expenses incurred in connection with preparation of a response to the RFP. Proposers should prepare their proposals simply and economically, providing a straightforward and concise description of the proposer's ability to meet the requirements of the RFP.

ADDENDA

The County may record its responses to inquiries and any supplemental instructions in the form of written addenda. The addenda will be posted on the County's website at <https://www.polk-county.net/procurement-bids>. It is the sole responsibility of the proposers to check the website to ensure that all available information has been received prior to submitting a proposal.

CODE OF ETHICS

If any proposer violates or is a party to a violation of the code of ethics of Polk County or the State of Florida, with respect to this proposal, such proposer may be disqualified from performing the work described in this proposal or from furnishing the goods or services for which the proposal is submitted and shall be further disqualified from bidding on any future proposals for work, goods, or services for the County.

DRUG FREE WORKPLACE

Preference shall be given to businesses with Drug Free Workplace (DFW) programs. Whenever two or more proposals, which are equal with respect to price, quality and service, are received by the County for the procurement of commodities or contractual services, a proposal received from a business that has provided a statement that it is a DFW shall be given preference in the award process.

APPLICABLE LAWS AND COURTS

This RFP and any resulting agreements shall be governed in all respects by the laws of the State of Florida and any litigation with respect thereto shall be brought only in the courts of Polk County, Florida or the United States District Court, Middle District of Florida, located in Hillsborough County, Florida. The proposer shall comply with all applicable federal, state and local laws and regulations.

CONTRACTUAL MATTERS

A contract in substantially the same form as attached here to as Attachment "A" (Master Consulting Agreement) will be executed between the County and the successful Proposer(s).

All contracts are subject to final approval of the Polk County Board of County Commissioners. Persons or firms who incur expenses or change position in anticipation of a contract prior to the Board's approval do so at their own risk.

PROPOSAL ACCEPTANCE PERIOD

A proposal shall be binding upon the offeror and irrevocable by it for one hundred and twenty (120) calendar days following the proposal opening date. Any proposal in which offeror shortens the acceptance period may be rejected.

ADDITION/DELETION

The County reserves the right to add to or delete any item from this proposal or resulting agreements when deemed to be in the best interest of the County.

PROPRIETARY INFORMATION

In accordance with Chapter 119 of the Florida Statutes (Public Records Law), and except as may be provided by other applicable State and Federal Law, all proposers should be aware that Request for Proposals and the responses thereto are in the public domain. However, the proposers are required to identify specifically any information contained in their proposals which they consider confidential and/or proprietary and which they believe to be exempt from disclosure, citing specifically the applicable exempting law. Proposers should provide a redacted copy of proposal with submittal, or must provide within thirty (30) days from the Proposal due date.

All proposals received from proposers in response to this Request for Proposal will become the property of the County and will not be returned to the proposers. In the event of contract award, all documentation produced as part of the contract will become the exclusive property of the County.

REVIEW OF PROPOSAL FILES

In accordance with Chapter 119.071 of the Florida Statutes, the responses received for this Request for Proposal are exempt from review for thirty (30) days after the Bid Opening Date or at Recommendation of Award, whichever event occurs first.

Should the RFP be cancelled and re-solicited for any reason, proposal responses shall remain exempt from disclosure for a period not to exceed twelve (12) months or at Recommendation of Award of the subsequent solicitation.

RFP PROTEST: Any proposer desiring to file a protest, with respect to a recommended award of any RFP, shall do so by filing a written protest. The written protest must be in the possession of the Procurement Division within three (3) working days of the Notice of Recommended Award mailing date. All proposers who submitted a proposal will be sent a Notice of Recommended Award, unless only one proposal was received.

A copy of the protest procedures may be obtained from the Polk County Procurement Division or can be downloaded from the County's website at <https://www.polk-county.net/procurement/protest-procedures>.

FAILURE TO FOLLOW PROTEST PROCEDURE REQUIREMENTS WITHIN THE TIME FRAMES PRESCRIBED HEREIN AS ESTABLISHED BY POLK COUNTY, FLORIDA, SHALL CONSTITUTE A WAIVER OF THE PROPOSER'S RIGHT TO PROTEST AND ANY RESULTING CLAIM.

UNAUTHORIZED ALIEN(S) The Consultant agrees that unauthorized aliens shall not be employed nor utilized in the performance of the requirements of this solicitation. The County shall consider the employment or utilization of unauthorized aliens a violation of Section 274A(e) of the Immigration and Naturalization Act (8 U.S.C. 1324a). Such violation shall be cause for unilateral termination of this Agreement by the County. As part of the response to this solicitation, the successful consultant will complete and submit the form "AFFIDAVIT CERTIFICATION IMMIGRATION LAWS."

EMPLOYMENT ELIGIBILITY VERIFICATION (E-Verify)

A. Unless otherwise defined herein, terms used in this Section which are defined in Section 448.095, Florida Statutes, as may be amended from time to time, shall have the meaning ascribed in said statute.

B. Pursuant to Section 448.095(5), Florida Statutes, the contractor hereto, and any subcontractor thereof, must register with and use the E-Verify system to verify the work authorization status of all new employees of the contractor or subcontractor. The contractor acknowledges and agrees that (i) the County and the contractor may not enter into this Agreement, and the contractor may not enter into any subcontracts hereunder, unless each party to this Agreement, and each party to any subcontracts hereunder, registers with and uses the E-Verify system; and (ii) use of the U.S. Department of Homeland Security's E-Verify System and compliance with all other terms of this Certification and Section 448.095, Fla. Stat., is an express condition of this Agreement, and the County may treat a failure to comply as a material breach of this Agreement.

C. By entering into this Agreement, the contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and

requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of this Agreement. Failure to comply will lead to termination of this Agreement, or if a subcontractor knowingly violates the statute or Section 448.09(1), Fla. Stat., the subcontract must be terminated immediately. If this Agreement is terminated pursuant to Section 448.095, Fla. Stat., such termination is not a breach of contract and may not be considered as such. Any challenge to termination under this provision must be filed in the Tenth Judicial Circuit Court of Florida no later than 20 calendar days after the date of termination. If this Agreement is terminated for a violation of Section 448.095, Fla. Stat., by the contractor, the contractor may not be awarded a public contract for a period of 1 year after the date of termination. The contractor shall be liable for any additional costs incurred by the County as a result of the termination of this Agreement. Nothing in this Section shall be construed to allow intentional discrimination of any class protected by law.

LIMITATIONS

This request does not commit Polk County to award a contract. Proposers will assume all costs incurred in the preparation of their response to this RFP. The County reserves the right to: 1) accept or reject qualifications and/or proposals in part or in whole; 2) request additional qualification information; 3) limit and determine the actual contract services to be included in a contract; 4) obtain information for use in evaluating submittals from any source and 5) reject all submittals.

ATTORNEY'S FEES AND COSTS: Each party shall be responsible for its own legal and attorney's fees, costs and expenses incurred in connection with any dispute or any litigation arising out of, or relating to this Agreement, including attorney's fees, costs and expenses incurred for any appellate or bankruptcy proceedings.

PUBLIC RECORD LAWS

(a) The Consultant acknowledges the County's obligations under Article I, Section 24, of the Florida Constitution and under Chapter 119, Florida Statutes, to release public records to members of the public upon request and comply in the handling of the materials created under this Agreement. The Consultant further acknowledges that the constitutional and statutory provisions control over the terms of this Agreement. In association with its performance pursuant to this Agreement, the Consultant shall not release or otherwise disclose the content of any documents or information that is specifically exempt from disclosure pursuant to all applicable laws.

(b) Without in any manner limiting the generality of the foregoing, to the extent applicable, the Consultant acknowledges its obligations to comply with Section 119.0701, Florida Statutes, with regard to public records, and shall:

(1) keep and maintain public records required by the County to perform the services required under this Agreement;

(2) upon request from the County's Custodian of Public Records or his/her designee, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law;

(3)ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the term of this Agreement and following completion of this Agreement if the Consultant does not transfer the records to the County; and

(4)upon completion of this Agreement, transfer, at no cost, to the County all public records in possession of the Consultant or keep and maintain public records required by the County to perform the service. If the Consultant transfers all public records to the County upon completion of this Agreement, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Consultant keeps and maintains public records upon completion of this Agreement, the Consultant shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the County, upon request from the County's Custodian of Public Records, in a format that is compatible with the information technology systems of the County.

(c) IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE COUNTY'S CUSTODIAN OF PUBLIC RECORDS AT:

RECORDS MANAGEMENT LIAISON OFFICER

POLK COUNTY

330 WEST CHURCH ST

BARTOW, FL 33830

TELEPHONE: (863) 534-7527

EMAIL: RMLO@POLK-COUNTY.NET

Scrutinized Companies and Business Operations Certification; Termination.

A. Certification(s).

- i. By its execution of this Agreement, the Vendor hereby certifies to the County that the Vendor is not on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, nor is the Vendor engaged in a boycott of Israel, nor was the Vendor on such List or engaged in such a boycott at the time it submitted its bid, proposal, quote, or other form of offer, as applicable, to the County with respect to this Agreement.
- ii. Additionally, if the value of the goods or services acquired under this Agreement are greater than or equal to One Million Dollars (\$1,000,000), then the Vendor further certifies to the County as follows:
 - a) the Vendor is not on the Scrutinized Companies with Activities in Sudan List, created pursuant to Section 215.473, Florida Statutes; and
 - b) the Vendor is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Section 215.473, Florida Statutes; and

- c) the Vendor is not engaged in business operations (as that term is defined in Florida Statutes, Section 287.135) in Cuba or Syria; and
 - d) the Vendor was not on any of the Lists referenced in this subsection A(ii), nor engaged in business operations in Cuba or Syria when it submitted its proposal to the County concerning the subject of this Agreement.
 - iii. The Vendor hereby acknowledges that it is fully aware of the penalties that may be imposed upon the Vendor for submitting a false certification to the County regarding the foregoing matters.
- B. Termination. In addition to any other termination rights stated herein, the County may immediately terminate this Agreement upon the occurrence of any of the following events:
 - i. The Vendor is found to have submitted a false certification to the County with respect to any of the matters set forth in subsection A(i) above, or the Vendor is found to have been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel.
 - ii. The Vendor is found to have submitted a false certification to the County with respect to any of the matters set forth in subsection A(ii) above, or the Vendor is found to have been placed on the Scrutinized Companies with Activities in Sudan List, or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria, and the value of the goods or services acquired under this Agreement are greater than or equal to One Million Dollars (\$1,000,000).

Proposers Incorporation Information

(Submittal Page)

The following section should be completed by all bidders and submitted with their bid submittal:

Company Name: _____

DBA/Fictitious Name (if applicable): _____

TIN #: _____

Address: _____

City: _____

State: _____

Zip Code: _____

County: _____

Note: Company name must match legal name assigned to the TIN number. A current W9 should be submitted with your bid submittal.

Contact Person: _____

Phone Number: _____

Cell Phone Number: _____

Email Address: _____

Type of Organization (select one type)

- Sole Proprietorship
- Partnership
- Non-Profit
- Sub Chapter
- Joint Venture
- Corporation
- LLC
- LLP
- Publicly Traded
- Employee Owned

State of Incorporation: _____

The Successful vendor must complete and submit this form prior to award. The Successful vendor must invoice using the company name listed above.

EXHIBIT 1

DETAILED INSTRUCTIONS ON HOW TO PREPARE AND SEND PERFORMANCE SURVEYS

The objective of this process is to identify the past performance of the Contractor submitting a proposal package. This is accomplished by sending survey forms to past customers. The customers should return the forms directly to the Contractor. The Contractor is to include all surveys in their proposal package.

Sending the Survey

The surveys shall be sent to all clients for whom the Contractor has identified under Tab 3. Surveys should correlate to all projects identified under Tab 3.

If more surveys are included, then Procurement will only use those identified under Tab 3.

1. The Contractor shall complete the following information for each customer that a survey will be sent

CLIENT NAME	Name of the company that the work was performed for (i.e. Hillsborough County).
FIRST NAME	First name of the person who will answer customer satisfaction questions.
LAST NAME	Last name of the person who will answer customer satisfaction questions.
PHONE NUMBER	Current phone number for the reference (including area code).
EMAIL ADDRESS	Current email address for the reference.
PROJECT NAME	Name of the project (Professional Engineering Services for Hillsborough County Fire Station), Etc.
COST OF SERVICES	Cost of services (\$3,000,000)
DATE COMPLETE	Date when the services were completed. (i.e. 5/31/2020)

2. The Contractor is responsible for verifying that their information is accurate prior to submission for references.

3. The survey must contain different services/projects. You cannot have multiple people evaluating the same job. However, one person may evaluate several different jobs.

4. The past projects can be either completed or on-going.

5. The past client/owner must evaluate and complete the survey.

Preparing the Surveys

1. The Contractor is responsible for sending out a performance survey to the clients that have been identified under Tab 3. The survey can be found on the next page.
2. The Contractor should enter the past clients' contact information, and project information on each survey form for each reference. The Contractor should also enter their name as the Contractor being surveyed.
3. The Contractor is responsible for ensuring all references/surveys are included in their submittal under Tab 7
4. Polk County Procurement may contact the reference for additional information or to clarify survey data. If the reference cannot be contacted, there will be no credit given for that reference.

Survey Questionnaire – Polk County

RFP 23-448, Utilities Design Services & Regulatory Services

To: _____ (Name of Person completing survey)

_____ (Name of Client Company/Contractor)

Phone Number: _____ Email: _____

Subject: Past Performance Survey of Similar work:

Project name: _____

Name of Vendor being surveyed: _____

Cost of Services: Original Cost: _____ Ending Cost: _____

Contract Start Date: _____ Contract End Date: _____

Rate each of the criteria on a scale of 1 to 10, with 10 representing that you were very satisfied (and would hire the Consultant /individual again) and 1 representing that you were very unsatisfied (and would never hire the Consultant /individual again). Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge of past performance in a particular area, leave it blank.

NO	CRITERIA	UNIT	SCORE
1	Ability to manage cost	(1-10)	
2	Ability to maintain project schedule (complete on-time/early)	(1-10)	
3	Quality of workmanship	(1-10)	
4	Professionalism and ability to manage	(1-10)	
5	Close out process	(1-10)	
6	Ability to communicate with Client's staff	(1-10)	
7	Ability to resolve issues promptly	(1-10)	
8	Ability to follow protocol	(1-10)	
9	Ability to maintain proper documentation	(1-10)	
10	Appropriate application of technology	(1-10)	
11	Overall Client satisfaction and comfort level in hiring	(1-10)	
12	Ability to offer solid recommendations	(1-10)	
13	Ability to facilitate consensus and commitment to the plan of action among staff	(1-10)	

Printed Name of Evaluator _____

Signature of Evaluator: _____

Please fax or email the completed survey to: _____

AFFIDAVIT CERTIFICATION IMMIGRATION LAWS

SOLICITATION NO.: RFP 23-448, UTILITIES DESIGN SERVICES & REGULATORY SERVICES

POLK COUNTY WILL NOT INTENTIONALLY AWARD COUNTY CONTRACTS TO ANY CONTRACTOR WHO KNOWINGLY EMPLOYS UNAUTHORIZED ALIEN WORKERS, CONSTITUTING A VIOLATION OF THE EMPLOYMENT PROVISIONS CONTAINED IN 8 U.S.C. SECTION 1324 a(e) {SECTION 274A(e) OF THE IMMIGRATION AND NATIONALITY ACT (“INA”).

POLK COUNTY MAY CONSIDER THE EMPLOYMENT BY ANY CONTRACTOR OF UNAUTHORIZED ALIENS A VIOLATION OF SECTION 274A(e) OF THE INA. SUCH VIOLATION BY THE RECIPIENT OF THE EMPLOYMENT PROVISIONS CONTAINED IN SECTION 274A(e) OF THE INA SHALL BE GROUNDS FOR UNILATERAL CANCELLATION OF THE CONTRACT BY POLK COUNTY.

BIDDER ATTESTS THAT THEY ARE FULLY COMPLIANT WITH ALL APPLICABLE IMMIGRATION LAWS (SPECIFICALLY TO THE 1986 IMMIGRATION ACT AND SUBSEQUENT AMENDMENTS).

Company Name: _____

Signature: _____

Title: _____

Date: _____

State of: _____

County of: _____

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this ____ day of _____, 20____, by _____ (*name*) as _____ (*title of officer*) of _____ (*entity name*), on behalf of the company, who is personally known to me or has produced _____ as identification.

Notary Public Signature: _____

Printed Name of Notary Public: _____

Notary Commission Number and Expiration: _____

(AFFIX NOTARY SEAL)

EMPLOYMENT ELIGIBILITY VERIFICATION (E-VERIFY) CERTIFICATION

(Florida Statutes, Section 448.095)

RFP 23-448, UTILITIES DESIGN SERVICES & REGULATORY SERVICES

The undersigned, as an authorized officer of the Consultant identified below (the “**Consultant**”), having full knowledge of the statements contained herein, hereby certifies to Polk County, a political subdivision of the State of Florida (the “**County**”), by and on behalf of the Consultant in accordance with the requirements of Section 448.095, Florida Statutes, as related to the contract entered into by and between the Consultant and the County on or about the date hereof, whereby the Consultant will provide labor, supplies, or services to the County in exchange for salary, wages, or other remuneration (the “**Contract**”), as follows:

1. Unless otherwise defined herein, terms used in this Certification which are defined in Section 448.095, Florida Statutes, as may be amended from time to time, shall have the meaning ascribed in said statute.

2. Pursuant to Section 448.095(5), Florida Statutes, the Consultant, and any subconsultant under the Contract, must register with and use the E-Verify system to verify the work authorization status of all new employees of the Consultant or subconsultant. The Consultant acknowledges and agrees that (i) the County and the Consultant may not enter into the Contract, and the Consultant may not enter into any subcontracts thereunder, unless each party to the Contract, and each party to any subcontracts thereunder, registers with and uses the E-Verify system; and (ii) use of the U.S. Department of Homeland Security’s E-Verify System and compliance with all other terms of this Certification and Section 448.095, Fla. Stat., is an express condition of the Contract, and the County may treat a failure to comply as a material breach of the Contract.

3. By entering into the Contract, the Consultant becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subconsultants to provide an affidavit attesting that the subconsultant does not employ, contract with, or subcontract with, an unauthorized alien. The Consultant shall maintain a copy of such affidavit for the duration of the Contract. Failure to comply will lead to termination of the Contract, or if a subconsultant knowingly violates the statute or Section 448.09(1), Fla. Stat., the subcontract must be terminated immediately. If the Contract is terminated pursuant to Section 448.095, Fla. Stat., such termination is not a breach of contract and may not be considered as such. Any challenge to termination under this provision must be filed in the Tenth Judicial Circuit Court of Florida no later than 20 calendar days after the date of termination. If the Contract is terminated for a violation of Section 448.095, Fla. Stat., by the Consultant, the Consultant may not be awarded a public contract for a period of 1 year after the date of termination. The Consultant shall be liable for any additional costs incurred by the County as a result of the termination of the Contract. Nothing in this Certification shall be construed to allow intentional discrimination of any class protected by law.

Executed this _____ day of _____, 2023.

ATTEST:

CONSULTANT:

By: _____
PRINTED NAME: _____
Its: _____

By: _____
PRINTED NAME: _____
Its: _____

June 27, 2023

**POLK COUNTY, A POLITICAL SUBDIVISION OF
THE STATE OF FLORIDA
ADDENDUM # 1
RFP 23-448, Utilities Design Services and Regulatory Services**

This addendum is issued to clarify, add to, revise and/or delete items of the Bid Document for this work. This Addendum is a part of the Bid Document and acknowledgment of its receipt shall be noted on the Addendum.

Contained within this addendum: Questions Received and Answers.

Ari Goldstein, CPP

Ari Goldstein

Senior Procurement Analyst
Procurement Division

This Addendum sheet should be signed and submitted with your bid submittal. This is the only acknowledgment required.

Signature _____

Printed Name: _____

Title: _____

Company: _____

RFP 23-448, Utilities Design Services and Regulatory Services

ADDENDUM # 1

QUESTIONS AND ANSWERS

Question 1: Can you please provide the sign-in sheets from the pre-proposal meeting held on June 20, 2023?

Answer 1: The Pre-Proposal Meeting Attendance list was posted on our website and can be found here: <https://www.polk-county.net/procurement/bids/bid-details/utilities-design-services-regulatory-support-services>.

Question 2: Who are the firms that are currently under contract with the County for these services?

Answer 2: Black & Veatch, Carollo Engineers, CHA Consulting, CivilSurv Design Group, Dewberry Engineers, Hazen & Sawyer, Jones Edmunds & Associates, Pennoni Associates, Tetra Tech, Wood Environmental & Infrastructure Solutions, Wright-Pierce, and WSP USA.

Question 3: We have recently responded to a few Polk County proposals. Would the County consider allowing us to use Survey Questionnaires from previous submissions?

Answer 3: Yes, so long as the questions are the same on both surveys and refer to projects that are referenced under Tab 3, Experience, Expertise, Personnel and Technical Resources.

Question 4: Which Tab number would the County like us to include the proposal forms (Proposer's Incorporation Information, Affidavit Certification Immigration Laws, Employment Eligibility Verification)?

Answer 4: These documents can be submitted under Tab 1, Introduction, after the items submitted under Tab 1, Items a-e.

Question 5: On page 7 of the RFP package, it states "Proposers must have in-house, multi-disciplinary capabilities in at least ten (10) of these fields..." Does that include subcontractors that may perform work on behalf of the prime proposers?

Answer 5: The prime proposers submitting proposals must be able to perform a minimum of 10 of the listed capabilities found on pages 7 and 8 of the RFP package. There may be projects that require a prime proposer use subcontractors to complete a scope of work, but the intent of this solicitation is to award to prime proposers that can perform the multi-disciplinary capabilities listed in the RFP package.

Question 6: Does the County prefer the proposals be delivered either as a sealed parcel or an electronic submittal?

Answer 6: The County offers both options and does not have a preferred method of delivery for the proposals.

Question 7: Have there been issues in the past when proposers tried to submit their proposals electronically?

Answer 7: The County has extended receiving/due dates one week in the past when there was a temporary issue with the Kiteworks application website on a receiving date. This was an isolated incident only.

July 3, 2023

**POLK COUNTY, A POLITICAL SUBDIVISION OF
THE STATE OF FLORIDA
ADDENDUM # 2
RFP 23-448, Utilities Design Services and Regulatory Services**

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Contained within this addendum: Questions Received and Answers.

Correction: The email address listed on page 1 of the RFP package to submit questions to is incorrect. Please email all questions to arigoldstein@polk-county.net. All questions must be received by 4:00 p.m., Friday, July 7, 2023.

To receive a copy of **Attachment “A”, Sample Master Consulting Agreement**, please go the following FTP site: <https://ftp3.polk-county.net>, you will be prompted for a User ID and Password. The User ID is *procurevendor* and the password is *solicitation*. After you have logged in to the FTP site, double click on the file folder **“RFP 23-448 Utilities Design Services and Regulatory Services.zip”**, select “Open” or “Save As” to download the sample agreement. If you need assistance accessing this website due to ADA or any other reason, please email Ari Goldstein at arigoldstein@polk-county.net.

Ari Goldstein, CPP

Ari Goldstein

Senior Procurement Analyst
Procurement Division

This Addendum sheet should be signed and submitted with your bid submittal. This is the only acknowledgment required.

Signature _____

Printed Name: _____

Title: _____

Company: _____

RFP 23-448, Utilities Design Services and Regulatory Services ADDENDUM # 2

QUESTIONS AND ANSWERS

Question 1: Are we allowed to submit project references/reference surveys for Polk County projects?

Answer 1: Yes.

Question 2: Will points be awarded in Tab 5 for a subconsultant that is a certified Service-Disabled Veteran-Owned Small Business (SDVOSB)?

Answer 2: No. Points are awarded only to certified Women and Minority Business Entities under Tab 5.

Question 3: Can Polk County disclose the selection committee members for this RFP?

Answer 3: The anticipated selection committee members include Tamara Richardson, James Tully, Krystal Azzarella, Jason Jennings, and Sharon Mathis.

Question 4: If the intent of the RFP is to select more than one consultant, is it necessary for the County to conduct proposer interviews per the selection process (Elevation Level 3 – Proposer Interview)?

Answer 4: Yes. Interviews are necessary and shall take place in accordance with Florida Statute 287.055(4)(b).

Question 5: On page 21, the RFP states, “A contract in substantially the same form as attached here to as Attachment ‘A’ (Master Consulting Agreement) will be executed between the County and the successful Proposer(s).” Where can one find the Attachment “A” that includes the Master Consulting Agreement?

Answer 5: Attachment “A”, Sample Master Consulting Agreement is available to on the County’s FTP site for download. Refer to page 1 of this addendum for directions on how to download Attachment “A”.

July 11, 2023

**POLK COUNTY, A POLITICAL SUBDIVISION OF
THE STATE OF FLORIDA
ADDENDUM # 3
RFP 23-448, Utilities Design Services and Regulatory Services**

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Ari Goldstein, CPP

Ari Goldstein

Senior Procurement Analyst
Procurement Division

This Addendum sheet should be signed and submitted with your bid submittal. This is the only acknowledgment required.

Signature _____

Printed Name: _____

Title: _____

Company: _____

RFP 23-448, Utilities Design Services and Regulatory Services ADDENDUM # 3

QUESTIONS AND ANSWERS

Question 1: Can you please clarify whether items d and e in tab 1 count toward the two-page limit?

Answer 1: Items d) and e) under Tab 1, Executive Summary, do not count towards the two-page limit. Only items a) – c) count towards to the two-page maximum limit.

Question 2: How are categories left blank on the performance survey questionnaire handled when averaging the survey scores?

Answer 2: If questions are not answered on the performance surveys, the questions left blank will not be taken into consideration when calculating the overall score average when awarding points under Tab 7, Surveys of Past Performance.

Question 3: Can front and back cover as well as dividers be included when submitting electronically via Kiteworks?

Answer 3: Yes.

Question 4: The FDOT no longer participates in client surveys and refers consultants to an online grading system (scaled 1 to 5 based on quality, scheduling, and management) that is updated on an annual basis. Would a screenshot of the online evaluation be an acceptable replacement for the required performance survey that accompanies projects write ups?

Answer 4: No. The Survey Questionnaire on page 29 of the RFP package must be used and submitted by a proposer under Tab 7, Surveys of Past Performances so that each proposal is scored the same using the criteria outlined in the RFP package.



POLK COUNTY, FLORIDA

RFP NO. 23-448

Statement of Qualifications

JULY 2023

Utilities Design Services & Regulatory Support Services



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Executive Summary

The proceeding executive summary features key points included in this proposal. In addition to including all information required on RFQ page 9, the following subsections are organized to highlight the benefits Polk County Utilities (PCU) will experience by continuing to work with Wright-Pierce on another continuing services contract.

(Re) Introducing Wright-Pierce

Wright-Pierce is an employee-owned, multidisciplinary engineering firm with **300 experienced professionals** that specialize in water, wastewater, and reclaimed water infrastructure. For **76 years**, our engineers have provided professional services to communities like Polk County for similar projects. Our in-house multidisciplinary teams work on utility projects daily, which provides our clients with the assurance that we will provide innovative, technically sound, and cost-effective solutions. The ability of our firm may be demonstrated through the following statistics:

- **90%** of annual revenue is from repeat clients
- **#18** Wastewater Treatment Plant Design firm in the U.S. according to Engineering News Record
- **#27** Sewer & Waste Design firm in the U.S. according to Engineering News Record
- **#22** Sanitary & Storm Sewer Design firm in the U.S. according to Engineering News Record
- **Top 200** Environmental Firms in the United States
- **Top 500** Design Firms in the United States
- **Top 50** Trenchless Engineering firms

Contact Information
 Kathleen N. Gierok, PE, Project Manager
 122 E. Main Street
 Lakeland, FL 33801
 800.422.1095
kathleen.gierok@wright-pierce.com



A Team You Know: Wright-Pierce has assisted PCU with 12 projects over the last six years, several of which are currently in progress. The results of this work are a testament to the great working relationship that our team members have built with the County. Wright-Pierce is eager to continue its support of PCU.

Partnership with Polk County Utilities

Work with a team you know and that knows you to build efficiencies into your utility projects. **Wright-Pierce brings significant Polk County knowledge and experience to this contract through our work at many of your facilities and within your various utility service areas.** Our proposed design team for this continuing services contract is the same team currently supporting the upgrade of Lift Station (LS) 253, improvements to the Deeson Road LS and force main, electrical improvements and capacity expansion at the Northeast Regional Wastewater Treatment Facility (NERWWTF), and multiple hydraulic model updates. This experience gives our team extensive institutional knowledge, provides consistency for your staff, and increases efficiency in project delivery. With our breadth of experience with PCU facilities and systems, Wright-Pierce is prepared to design utility projects that not only deliver the required results but also meet the needs of PCU staff. **Our contract team is detailed in [Tab 3](#).**

Comprehensive Project Approach

In [Tab 4](#), we provide our tried and true approach for five specific areas of work that will be important for PCU over the term of this contract: wastewater collection, wastewater treatment, hydraulic modeling, water supply and distribution, and infiltration and inflow (I&I) identification and reduction. Additionally, we provide information on our project management

systems and our quality assurance program. The technical expertise of our personnel is facilitated by the tools and innovative approach ideas discussed in this section.

We also understand that regulatory support services are a vital component of this contract. Wright-Pierce regularly assists clients with meeting the demands of the latest regulatory changes. Our engineers stay abreast of proposed rule changes and new laws ahead of each legislative session and then monitor them as they go through the legislative process. By understanding the potential impacts of each new rule change or law, we quickly identify clients that may be impacted by these changes, helping them to formulate a plan of action. In addition, our team members have already assisted PCU with regulatory compliance and permitting on a number of projects. This experience is detailed in [Tab 6](#).

A Proven Team

As one of the few firms of our size that has all the support disciplines in house, Wright-Pierce’s seasoned professionals include architects, process, structural, mechanical, electrical, and instrumentation engineers, many of whom you already know through our involvement on several of your projects. Through our utilities focus, all our team members understand the intricacies and interrelationships of working on comprehensive, multidisciplinary projects. Taken together, these key features of our project team will result in direct value and timeliness for PCU.

In addition, specialty business firms are included within our team to contribute to the planning and design process in the areas of geotechnical engineering, survey and SUE services, environmental services, hydrogeology, wells and water supply, and public outreach. Our team of subconsultants provides deep experience with PCU that will deliver a streamlined design process while supporting the local economy.

Key features of our team are demonstrated through the following statistics:

- **10** PCU projects completed by PM Katie Gierok during her career
- **250+** hydraulic models developed by our Hydraulic Modeling Lead Chris Baggett
- **50+** WWTF design projects completed by our Wastewater Treatment Lead Don Lee
- **20+** WTPs designed by our Potable Water Treatment Lead Greg Taylor
- **28** miles of pipelines designed and installed by our Collection & Distribution Lead Kelly Wehner

Firm Experience & Expertise

Efficiently and cost effectively designing and administering the construction of utilities projects is critical. Our team understands the vital design aspects of these types of projects and will bring this knowledge to bear for PCU. **Project summaries and resumes demonstrating the experience and technical expertise of both the firm and our project team are provided in [Tab 3](#).** This expertise is also demonstrated through the following statistics:

- **300** comprehensive or partial WWTF upgrades completed by Wright-Pierce in the past 10 years
- **50+** water treatment plant (WTP) upgrades over the past 10 years
- **125** I&I studies over the last 5 years for 50+ different clients
- **1000s** of miles of force mains, gravity sewers, and water transmission and distribution mains designed and installed
- **40+** CCNA-based continuing services contracts for Florida utilities
- **140+** continuing services contracts firmwide for utility-based clients
- **1950** oldest continuing services contract firmwide



If selected, Wright-Pierce will provide unique insight, expertise, and facilities and systems knowledge that will lead to successful project execution and added value for PCU.

Documentation of Incorporation

State of Florida Department of State

I certify from the records of this office that WRIGHT-PIERCE, INC. is a Maine corporation authorized to transact business in the State of Florida, qualified on August 31, 2010.


The document number of this corporation is F10000003928.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on February 16, 2023, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Seventh day of April, 2023*




Secretary of State

Tracking Number: 2751957343CU

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

Firm License

Licensee Details

Licensee Information

Name: **WRIGHT-PIERCE, INC. (Primary Name)**
Main Address: **11 BOWDOIN MILL ISLAND
STE 140
TOPSHAM Maine 04086**
County: **OUT OF STATE**
License Mailing: **601 S. LAKE DESTINY ROAD
SUITE 290
MAITLAND FL 32751**
County: **ORANGE**
LicenseLocation:

License Information

License Type: **Registry**
Rank: **Registry**
License Number: **29336**
Status: **Current**
Licensure Date: **12/27/2010**
Expires:

Required Forms

June 27, 2023

**POLK COUNTY, A POLITICAL SUBDIVISION OF
THE STATE OF FLORIDA
ADDENDUM # 1
RFP 23-448, Utilities Design Services and Regulatory Services**

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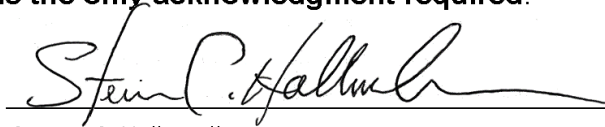
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Ari Goldstein, CPP

Ari Goldstein

Senior Procurement Analyst
Procurement Division

This Addendum sheet should be signed and submitted with your bid submittal. This is the only acknowledgment required.

Signature 
Printed Name: Steven C. Hallowell, PE
Title: Vice President
Company: Wright-Pierce, Inc.

July 3, 2023

**POLK COUNTY, A POLITICAL SUBDIVISION OF
THE STATE OF FLORIDA
ADDENDUM # 2
RFP 23-448, Utilities Design Services and Regulatory Services**

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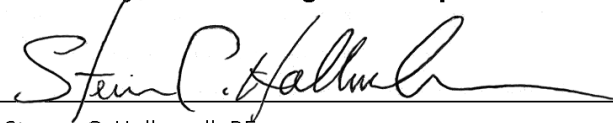
To receive a copy of **Attachment “A”, Sample Master Consulting Agreement**, please go the following FTP site: <https://ftp3.polk-county.net>, you will be prompted for a User ID and Password. The User ID is *procurevendor* and the password is *solicitation*. After you have logged in to the FTP site, double click on the file folder “**RFP 23-448 Utilities Design Services and Regulatory Services.zip**”, select “Open” or “Save As” to download the sample agreement. If you need assistance accessing this website due to ADA or any other reason, please email Ari Goldstein at arigoldstein@polk-county.net.

Ari Goldstein, CPP

Ari Goldstein

Senior Procurement Analyst
Procurement Division

This Addendum sheet should be signed and submitted with your bid submittal. This is the only acknowledgment required.

Signature: 
Printed Name: Steven C. Hallowell, PE
Title: Vice President
Company: Wright-Pierce, Inc.

July 11, 2023

**POLK COUNTY, A POLITICAL SUBDIVISION OF
THE STATE OF FLORIDA
ADDENDUM # 3
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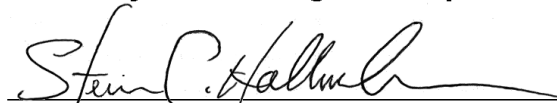
Ari Goldstein, CPP

Ari Goldstein

Senior Procurement Analyst
Procurement Division

This Addendum sheet should be signed and submitted with your bid submittal. This is the only acknowledgment required.

Signature

 _____

Printed Name: Steven C. Hallowell, PE

Title: Vice President

Company: Wright-Pierce, Inc.

Proposers Incorporation Information

(Submittal Page)

The following section should be completed by all bidders and submitted with their bid submittal:

Company Name: Wright-Pierce, Inc.

DBA/Fictitious Name (if applicable): Wright-Pierce

TIN #: 01-0228316

Address: 122 E. Main Street

City: Lakeland

State: FL

Zip Code: 33801

County: Polk

Note: Company name must match legal name assigned to the TIN number. A current W9 should be submitted with your bid submittal.

Contact Person: Steven C. Hallowell

Phone Number: 407.326.9744

Cell Phone Number: 207.751.6048

Email Address: steve.hallowell@wright-pierce.com

Type of Organization (select one type)

- Sole Proprietorship
- Partnership
- Non-Profit
- Sub Chapter
- Joint Venture
- Corporation
- LLC
- LLP
- Publicly Traded
- Employee Owned

State of Incorporation: Maine

The Successful vendor must complete and submit this form prior to award. The Successful vendor must invoice using the company name listed above.

Form W-9 (Rev. October 2018) Department of the Treasury Internal Revenue Service	Request for Taxpayer Identification Number and Certification ▶ Go to www.irs.gov/FormW9 for instructions and the latest information.	Give Form to the requester. Do not send to the IRS.
--	--	---

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Wright-Pierce, Inc.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input checked="" type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
	5 Address (number, street, and apt. or suite no.) See instructions. 11 Bowdoin Mill Island, Ste 140	Requester's name and address (optional)
	6 City, state, and ZIP code Topsham, ME 04086	
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
or									
Employer identification number									
0	1								

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶ <i>Laura Riley</i>	Date ▶ 1/4/2023
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

AFFIDAVIT CERTIFICATION IMMIGRATION LAWS

SOLICITATION NO.: RFP 23-448, UTILITIES DESIGN SERVICES & REGULATORY SERVICES

POLK COUNTY WILL NOT INTENTIONALLY AWARD COUNTY CONTRACTS TO ANY CONTRACTOR WHO KNOWINGLY EMPLOYS UNAUTHORIZED ALIEN WORKERS, CONSTITUTING A VIOLATION OF THE EMPLOYMENT PROVISIONS CONTAINED IN 8 U.S.C. SECTION 1324 a(e) {SECTION 274A(e) OF THE IMMIGRATION AND NATIONALITY ACT (“INA”).

POLK COUNTY MAY CONSIDER THE EMPLOYMENT BY ANY CONTRACTOR OF UNAUTHORIZED ALIENS A VIOLATION OF SECTION 274A(e) OF THE INA. SUCH VIOLATION BY THE RECIPIENT OF THE EMPLOYMENT PROVISIONS CONTAINED IN SECTION 274A(e) OF THE INA SHALL BE GROUNDS FOR UNILATERAL CANCELLATION OF THE CONTRACT BY POLK COUNTY.

BIDDER ATTESTS THAT THEY ARE FULLY COMPLIANT WITH ALL APPLICABLE IMMIGRATION LAWS (SPECIFICALLY TO THE 1986 IMMIGRATION ACT AND SUBSEQUENT AMENDMENTS).

Company Name: Wright-Pierce, Inc.

Signature: Steven C. Hallowell

Title: Vice President

Date: 7.19.2023

State of: Florida

County of: Orange

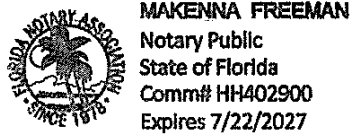
The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this 19th day of July, 2023, by Steven C. Hallowell (name) as Vice President (title of officer) of Wright-Pierce, Inc. (entity name), on behalf of the company, who is personally known to me or has produced _____ as identification.

Notary Public Signature: MaKenna Freeman

Printed Name of Notary Public: MaKenna Freeman

Notary Commission Number and Expiration: HH402900 7/22/2027

(AFFIX NOTARY SEAL)



EMPLOYMENT ELIGIBILITY VERIFICATION (E-VERIFY) CERTIFICATION
(Florida Statutes, Section 448.095)

RFP 23-448, UTILITIES DESIGN SERVICES & REGULATORY SERVICES

The undersigned, as an authorized officer of the Consultant identified below (the “**Consultant**”), having full knowledge of the statements contained herein, hereby certifies to Polk County, a political subdivision of the State of Florida (the “**County**”), by and on behalf of the Consultant in accordance with the requirements of Section 448.095, Florida Statutes, as related to the contract entered into by and between the Consultant and the County on or about the date hereof, whereby the Consultant will provide labor, supplies, or services to the County in exchange for salary, wages, or other remuneration (the “**Contract**”), as follows:

1. Unless otherwise defined herein, terms used in this Certification which are defined in Section 448.095, Florida Statutes, as may be amended from time to time, shall have the meaning ascribed in said statute.

2. Pursuant to Section 448.095(5), Florida Statutes, the Consultant, and any subconsultant under the Contract, must register with and use the E-Verify system to verify the work authorization status of all new employees of the Consultant or subconsultant. The Consultant acknowledges and agrees that (i) the County and the Consultant may not enter into the Contract, and the Consultant may not enter into any subcontracts thereunder, unless each party to the Contract, and each party to any subcontracts thereunder, registers with and uses the E-Verify system; and (ii) use of the U.S. Department of Homeland Security’s E-Verify System and compliance with all other terms of this Certification and Section 448.095, Fla. Stat., is an express condition of the Contract, and the County may treat a failure to comply as a material breach of the Contract.

3. By entering into the Contract, the Consultant becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subconsultants to provide an affidavit attesting that the subconsultant does not employ, contract with, or subcontract with, an unauthorized alien. The Consultant shall maintain a copy of such affidavit for the duration of the Contract. Failure to comply will lead to termination of the Contract, or if a subconsultant knowingly violates the statute or Section 448.09(1), Fla. Stat., the subcontract must be terminated immediately. If the Contract is terminated pursuant to Section 448.095, Fla. Stat., such termination is not a breach of contract and may not be considered as such. Any challenge to termination under this provision must be filed in the Tenth Judicial Circuit Court of Florida no later than 20 calendar days after the date of termination. If the Contract is terminated for a violation of Section 448.095, Fla. Stat., by the Consultant, the Consultant may not be awarded a public contract for a period of 1 year after the date of termination. The Consultant shall be liable for any additional costs incurred by the County as a result of the termination of the Contract. Nothing in this Certification shall be construed to allow intentional discrimination of any class protected by law.

Executed this 19th day of July, 2023.

ATTEST:

By: 
PRINTED NAME: Dennis Davis
Its: Senior Client Services Manager

CONSULTANT:

By: 
PRINTED NAME: Steven C. Hallowell
Its: Vice President

2

Understanding the County's Needs

Recent data show that Polk County is the fastest growing county in Florida and the seventh fastest growing county in the country. This growth and development leads to extensive needs within the utility systems that PCU owns and operates. When this growth is coupled with the needs promulgated by new regulatory requirements and the need to maintain and upgrade existing infrastructure, the task of operating and maintaining the utility systems can seem daunting. **Wright-Pierce has special skillsets and approaches to implementing projects that we believe can help PCU overcome many of the challenges associated with maintaining and operating its utility infrastructure.**

1

Key Issues

Water Distribution & Wastewater Collection and Transmission:

Developers will have a large responsibility in expanding pipeline infrastructure to meet their needs. However, PCU will still need assistance in designing new and upgraded infrastructure to service the ever-increasing population.

Wright-Pierce has extensive experience with pipeline design and construction. Key tools we use and approaches we consider when designing water distribution and wastewater collection and transmission pipelines include subsurface utility engineering (SUE) to save time and money during construction; 3D design tools and GIS data to analyze route options; and options for installation methods, including trenchless technologies, that best meet site conditions and project budgets.

2

Wastewater Treatment: As development continues, the County will be faced with the challenge of increasing capacity at its WWTFs. Opportunities may present themselves to rerate plants and obtain small increases in capacity with little to no capital costs. However, comprehensive expansions may be needed in some cases.

Getting the most out of your WWTFs is important. Process issues can result in unanticipated operational expenses, additional maintenance, and permit violations. In addition, optimizing existing infrastructure can provide cost-effective solutions to capacity challenges. This can be successfully accomplished using wastewater process modeling. Our staff are experts in the evaluation of wastewater and nutrient removal processes using the BioWin model. We also use computational fluid dynamics modeling to ensure plant hydraulics are operating efficiently and to validate process designs.

Once past the design phase, the County needs a firm that can quickly address and adequately plan the work for construction, including construction sequencing. We approach design with the goal of minimum interruption of plant operations and work closely with operations staff so there are no surprise shutdowns and process transfers are well coordinated with all parties, steps we took on the NERWWTF Clarifier Addition project that proved successful.



Spotlight: Wastewater Treatment Engineer Dr. Don Lee is an expert user of BioWin® Process Simulator with unmatched understanding of BNR modeling through his research in IWA Activated Sludge Models. Throughout his consulting career, he has been extensively using BioWin Process Simulator in various projects, including process design and plant capacity assessment and performance optimization. He has created more than 50 BioWin configurations of existing and new wastewater treatment processes for facilities ranging in size from 0.5 MGD to 125 MGD. He is very familiar with kinetic parameters as well as wastewater characteristic parameters for site specific calibration needs. His understanding and research experience in process modeling has been a key success factor in using BioWin modeling and navigating through modeling result analysis and resolving simulation issues and numerical problems.

3

Water Supply & Treatment: The County falls within the CFWI, and new UFA withdraws won't be allowed. Thus, PCU is relying on PRWC to provide water from its regional water supply projects. Our team is helping PCU in the development of two of these PRWC AWS Receiving Stations.

Wright-Pierce specializes in assisting municipalities with navigating the requirements of local consumptive use rules, including those of the CFWI. Our experience includes permitting, planning, feasibility studies, pilot testing, design, construction support, start-up, troubleshooting, and regulatory interfacing. Also, we have worked with various source waters of varying, both surface and groundwater (e.g., UFA and LFA). Key approaches we consider for water supply and treatment projects include regulatory knowledge and outreach so that we can identify beneficial options to secure water supplies well into the future; advanced tools for water conservation planning, including GIS and hydraulic models; and understanding the characteristics of different source waters to best plan for treatment processes and distribution systems.

4

Hydraulic Modeling & Updating Master Plans and Models: PCU maintains a comprehensive hydraulic model program to plan for future growth and provide developers with utility systems conditions. Wright-Pierce team members have been instrumental in helping PCU upgrade these models over the years.

Our approach to these efforts delivers prioritized projects based on PCU objectives; optimized financial resources and project sequencing; and flexible master plans that may be easily updated. Specific techniques include assessment and prioritization, cost estimating tools, and team members with expertise in facilities operations and utility management. Another essential component of our approach is hydraulic modeling. Developing a master plan that achieves the expected benefits requires models that realistically represent existing systems performance. Our modeling experts and field verification team work together to improve model calibration, providing a clearer understanding of your systems that streamlines the planning process.

Infiltration & Inflow (I&I): Over the last several years, PCU has been developing an asset management program. As part of managing the vast wastewater collection system, identification and minimization of I&I is must be considered to minimize overall operational costs. Often it is more cost effective to minimize I&I as opposed to expanding WWTFs to accommodate additional clean stormwater/groundwater that enters the wastewater collection system.

Wright-Pierce formed the Infrastructure Assessment Group (IAG) to assist municipalities with these needs. Our IAG is comprised of specialized engineers and technical staff with the skills and expertise to monitor, inspect, analyze, evaluate, and recommend remediation methods tailored to PCU's systems. Key components to our approach include the use of National Association of Sewer Service Companies' (NASSCO) established standards for condition data collection; nondestructive assessment tools, such as digital manhole scanners, CCTV, and echolocation; flow monitoring and night flow isolation techniques; and digital tools, like InfoAsset Planner and web-based GIS interfaces. Wright-Pierce owns our own field services trucks and equipment, allowing our team to perform field services efficiently.



Success Story: Polk County Dynamic Hydraulic Model—Polk County's Northeast Regional Utility Service Area is experiencing tremendous growth and development. The County realized the shortfalls with its static water system model and hired Wright-Pierce to develop an extended period simulation (EPS) model to better represent minute-by-minute actual demands throughout its potable water system. The County recognizes the benefits offered by this EPS model over its previous static models in the realization of substantial savings through the rightsizing of needed infrastructure improvements.

5

Adhering to Schedule & Budget

Wright-Pierce uses BST10 (shown below) as our project management system. BST10 is an industry-leading program used for project initiation, tracking, resource allocation, time management, and accounting functions.

At the initiation of a project, our project manager inputs data related to project team; tasks and subtasks; hours and schedule. This information is then incorporated into a company-wide resource management tool capable of reporting utilization and availability of individual employees and entire project teams. Project managers are required to update the hours projections for each team member on a monthly basis. Our Operations Managers then run biweekly reports to assess staffing needs to keep projects on track.

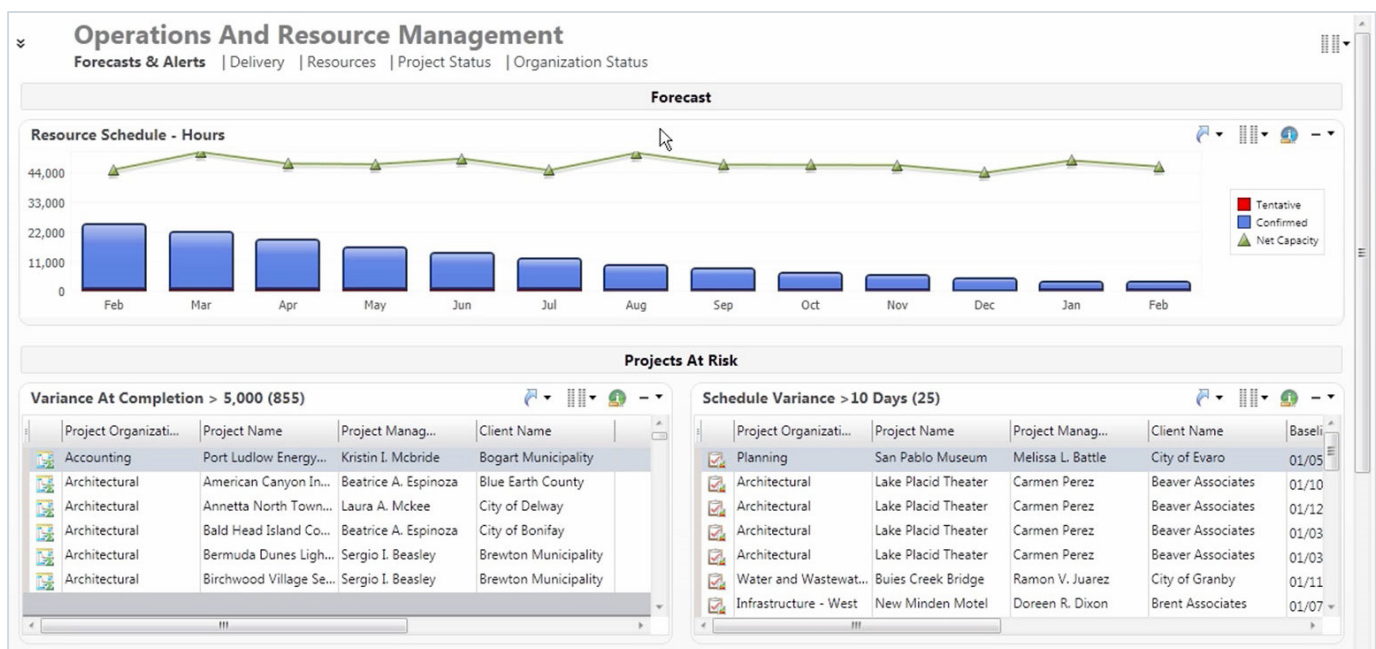
However, projects cannot be managed solely through software and reports. We also conduct weekly resource planning meetings on local, regional, and corporate levels to identify potential schedule issues and overloaded or underloaded staff. This two-pronged approach allows us to proactively manage our resources and maintain project schedule.

On a large project with multiple subconsultants, the Project Manager establishes an effective protocol to communicate information in a timely fashion. Our team has been using and will continue to use Microsoft Teams for project meetings and SharePoint for internal data transmission and data management needs. These tools enable our personnel to effectively communicate face-to-face even when miles apart.

Cost Control & Avoiding Overruns

Cost control starts at the scoping phase. It is critically important for our Project Manager and Technical Leads to understand your project objectives. We will collaborate with you in developing the project fee in alignment with the project scope. Experience has shown upfront input by technical experts ensures project budgets are set correctly.

During project implementation, our Project Manager utilizes BST10 to manage and monitor the budget on a weekly basis while providing monthly invoices. If at any point during the execution of the project we feel that a decision has been made that will require an increase in budget, we will immediately bring that to your attention. This will enable proactive discussions regarding cost control.



Quality Assurance & Quality Control

Wright-Pierce has developed a proven, standardized approach to ensure quality. Key parts of our Quality Assurance (QA) program and Quality Control (QC) activities are discussed below. The implementation of our QA/QC process is the responsibility of our Project Manager and confirmed by our QA/QC Officers.

QA/QC Officers

Wright-Pierce operates under well-established QA/QC procedures that require internal reviews by senior team members who have not been involved with the project and who retain experience with similar projects. Principal-in-Charge Steve Hallowell and QA/QC Manager Bartt Booz will be involved throughout the contract to leverage their experience and ensure quality control.

Design QA/QC

Our QA program begins with requiring staff to use Wright-Pierce’s comprehensive design guidelines and calculations templates for the technical aspects of projects, guidance manuals, standard specifications, and contract documents, all of which have been developed using widely accepted industry standards and many years of experience. Technical leaders from each discipline maintain and update these standards on an ongoing basis, ensuring the continued overall

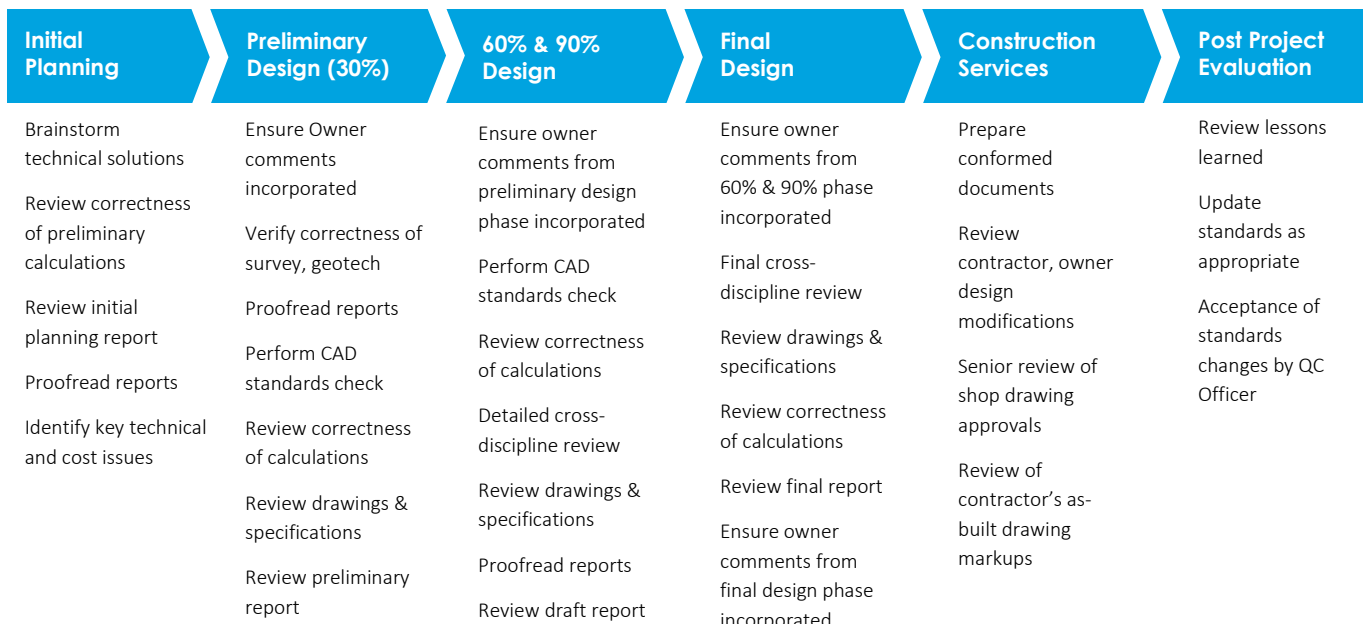
quality of our deliverables. The graphic below details the QC activities that we take in implementing our QA program during the typical phases of a design project.

Construction QA/QC

Ensuring quality remains a priority through the construction phase. Our construction engineering and inspection (CEI) team members are required to thoroughly review the project documents to gain familiarity with the design. **At Wright-Pierce, design personnel remain involved during construction, providing seamless transition between phases and ensuring designs are implemented as intended.** Our resident project representatives (RPRs) are well trained in the technical aspects of construction as well as the required paperwork, allowing the team to ensure a quality project.

Proven Results of Our QA/QC

A successful QA program and the implementation of the prescribed QC activities directly contribute to the minimizing of change orders. The industry average for change orders as a percentage of construction is 5%. While every project has different and unique challenges that impact potential change orders, our approach to QA/QC has historically resulted in fewer change orders than the industry norm.





3

Continuing Engineering Services

Wright-Pierce currently holds over 140 continuing services contracts with clients throughout Florida and the Northeast. As a testament to our dedication and performance, most of these clients have utilized our on-call services for over 10 years. The table to the right presents the continuing services clients in Florida for whom our proposed team are actively working. More details related to the work performed through these contracts may be found in the proceeding discussion related to similar project experience.

Years providing engineering services in Florida

7

33

Florida-Licensed Professional Engineers

Continuing services clients in Florida

40




90

Percent of firm's work is repeat business

Client	Since
Apopka, City of	2017
Casselberry, City of	2020
Citrus County	2018
Clearwater, City of	2019
Clermont, City of	2020
Daytona Beach, City of	2021
Englewood Water District	2022
Eustis, City of	2018
Flagler Beach, City of	2022
Flagler County	2019
Fruitland Park, City of	2022
Gainesville Regional Utilities (GRU)	2018
Gulfport, City of	2020
Haines City, City of	2017
Jacksonville Beach, City of	2021
JEA	2022
Lake Alfred, City of	2019
Lakeland, City of	2021
Levy County	2020
Longwood, City of	2022
Marion County	2020
Ocoee, City of	2021
Orlando, City of	2018
Pinellas County	2020
Plant City, City of	2021
Polk County	2018
Polk Regional Water Cooperative (PRWC)	2019
Seacoast Utility Authority	2023
South Pasadena, City of	2020
St. Cloud, City of	2017
St. Lucie County	2022
St. Petersburg, City of	2021
Tampa, City of	2016
Tarpon Springs, City of	2021
Tequesta, Village of	2020
Titusville, City of	2017
Toho Water Authority	2023
University of Central Florida	2020
Williston, City of	2017
Winter Haven, City of	2020

Polk County Experience

Wright-Pierce has assisted the County with water and wastewater infrastructure improvements since 2018. Members of our proposed team have also performed various County projects prior to joining Wright-Pierce. Through these projects, we have gained a firm understanding of your standards and systems, enabling us to take on any project informed and ready. Listed below are a partial list those projects completed and ongoing by Wright-Pierce as well as those previously performed by members of our team prior to joining Wright-Pierce..





Projects Similar to Polk County's Needs

To demonstrate our experience, we have selected the following eight clients for which we have performed similar services:

1. Pinellas County
2. City of Orlando
3. Polk Regional Water Cooperative
4. City of Winter Haven
5. City of Haines City
6. City of Titusville
7. City of Eustis
8. City of Williston

In the proceeding pages, we provide one-page summaries of our work with each of these clients, showcasing the breadth and depth of our experience while detailing the information required by the RFQ.

Nearly all the members of our proposed team have been directly involved in the implementation of our work with these clients, better enabling our team to apply our experience and expertise to the County's benefit.

Scope of Services Experience Summary

The table shown right lists the scope of services for which the County is soliciting through the present RFQ and indicates the client summaries that demonstrate our experience with the corresponding service. As the selection committee may note, our team is capable of performing a majority of the listed services, which far exceeds the minimum 10 required in the RFQ.

To supplement our in-house capabilities and better serve the County, we have teamed with several minority- and woman-owned businesses. They specialize in hydrogeologic, environmental, public outreach, surveying, SUE, and geotechnical engineering services. More information about these subconsultants, including their relevant experience, may be found on [page 3-13](#).

Polk County RFP Scope of Services	Pinellas County	City of Orlando	Polk Regional Water Coop.	City of Winter Haven	City of Haines City	City of Titusville	City of Eustis	City of Williston
Civil engineering	•	•		•		•	•	•
Utility master planning and hydraulic modeling	•	•		•	•		•	•
Water quality master plans and water conservation plans			•					
Water quality engineering, modeling, and evaluation			•		•			
Wastewater engineering, treatment, and evaluation	•	•		•	•	•	•	•
Biosolids management design and operation								
Regulatory compliance and permitting for water and wastewater facilities	•	•	•	•	•	•	•	•
Utility environmental affairs	•	•	•	•	•	•	•	•
Land surveying	•	•	•	•	•	•	•	•
Hydrology and surface water modeling								
Hydrogeologic modeling and evaluation of water quality data								
Well construction and abandonment				•				
Well head protection, water quality and environmental assessments								
Feasibility studies for developing, improving, and maintaining water, wastewater and reclaim water systems	•		•		•			•
Geotechnical engineering	•	•	•	•	•	•	•	•
Utility acquisition and evaluation								
Right-of-way and easement acquisition services								
Structural engineering as related to water, wastewater and reclaim water facilities	•	•	•	•		•	•	•
Electrical engineering as related to water, wastewater and reclaim water facilities	•	•	•	•	•	•	•	•
Mechanical engineering related to water, wastewater and reclaim water facilities	•	•	•	•		•	•	•
Constructability plan review/value engineering	•	•	•	•	•	•	•	•
Instrumentation and controls engineering and programming for SCADA systems	•	•	•	•		•	•	•
Construction administration and observation-related engineering services for water, wastewater, and reclaim water facilities	•	•		•		•	•	•
Water, wastewater, and reclaim water facilities operational experience								
Public involvement services, including technical assistance for preparation of public information brochures							•	•
Water conservation education and/or enforcement			•					
Subsurface utility engineering and locating	•	•	•	•	•	•	•	•
Architectural services	•	•	•	•		•	•	•
GIS Analysis, SDE Management and GIS database maintenance and support capabilities	•	•		•	•	•	•	•
CADD design capabilities	•	•	•	•	•	•	•	•
Database and information system development related to utility systems and management	•	•			•	•	•	•
Energy audits								
Green engineering practices								

Continuing Services & Booster Station Improvements

Pinellas County, Florida



Wright-Pierce is providing Pinellas County with continuous utilities engineering services related to potable water, wastewater, reclaimed water systems. Projects under this contract include the following:

- South Cross Bayou Reclaimed Water HSPS Improvements.**
 Preliminary design for the rehabilitation of the 56.6-MGD effluent pumping station at the 33.0-MGD South Cross Bayou AWWRF. The project incorporates climate resiliency and mitigation of flooding from rain events and hurricane storm surges.
- Gulf Beach Water Booster Station Improvements.** Design, permitting, bidding, and construction phase services for the replacement of pumps, motors, electrical, chemical feed, generator, and building rehabilitation.
- Collection System Improvements.** As a subconsultant, providing analysis for approximately 45,000 LF of new gravity sewer in six mobile home communities.
- Septic-to-Sewer Program.** Developed a list of finding after a review of existing policies and identification of inconsistencies. Wright-Pierce developed a memorandum summarizing findings and recommending new policies or revisions to code of ordinances related to septic-to-sewer.
- South County Force Main Assessment.** Condition assessments for multiple force mains using ultrasonic thickness testing to assist the County with rehabilitation of cast-iron and ductile-iron force mains.

Client Contact

Pinellas County Utilities

14 S. Ft. Harrison Avenue
 Clearwater, FL 33756

Becky Cook, PE

Project Manager
 727.453.3343

bcCook@pinellascounty.org

Highlights

- Continuing engineering services
- WRF improvements
- Booster station improvements
- Collection system improvements
- Septic-to-sewer program
- Condition assessment

Dates & Costs

South Cross Bayou HSPS 30% Design

2022-2023

\$200,000

Gulf Beach Water Booster Station

2022-Ongoing

\$1,351,500

Collection System Improvements

2022-Ongoing

\$523,900

Septic-to-Sewer Program Policy

2022-Ongoing

\$200,200

South County Force Main Assessment

2023-Ongoing

\$199,300

Additional Projects

- Septic-to-Sewer Program Project 1

Wright-Pierce is incorporating climate resiliency and storm surge mitigation measures into the design of critical pumping facilities for Pinellas County.

Continuing Services Projects & Lift Stations Rehab

Orlando, Florida



The City of Orlando has selected Wright-Pierce to provide engineering services to its Wastewater Division through a continuing services contract and through two separate RFQs for major pump station projects.

- **Lift Station 45.** Replacement of 8.3-MGD LS. Includes converting dry well into wet well and new submersible pumps. We have also completed similar projects at LS 2, 85, and 55. **(Note: Performance Survey in Tab 7 is for specifically for the LS 45 project.)**
- **Conserv I WRF RAS Pump Replacements.** Replaced three RAS pumps at the 7.5-MGD Conserv I WRF. Included three horizontal centrifugal pumps, electrical, and concrete work.
- **Conserv II Sub-Area 1 & 2 Hydraulic Modeling.** Developed a hydraulic model to assess system performance and recommend improvements with cost estimates.
- **Wastewater Master Plan.** As a subconsultant, developed a comprehensive wastewater model of the Conserv II collection system to be used in development of a master plan.
- **SRF Clean Water Facilities Plan.** Developed a five-year SRF Facilities Plan that identified existing needs and anticipated growth.
- **Robinson St. Sewer Improvements.** Evaluating 13,100 LF of gravity sewer through CCTV inspection using NASSCO grading criteria.
- **Packing District Force Main Upgrade.** Designed 1,450 LF of HDD to replace an existing 12-inch ductile iron force main.

Client Contact

City of Orlando Public Works

5100 L.B. McLeod Rd.
Orlando, FL 32811

Chuck Shultz, PE

Assistant Division Manager
407.246.2658

charles.shultz@cityoforlando.net

Highlights

- Continuing engineering services
- Lift station improvements
- Wastewater hydraulic modeling and master planning
- Collection system improvements

Dates & Costs

Lift Station 45

2019-2021
\$976,764

Conserv I WRF RAS Pumps

2020-2022
\$87,500

Conserv I Hydraulic Modeling

2020-2022
\$124,700

Wastewater Master Plan

2021-2022
\$155,200

SRF Clean Water Facilities Plan

2020-2021
\$78,000

Robinson St Sewer Improvements

2022-Ongoing
\$728,000

Packing District Force Main Upgrade

2022-Ongoing
\$170,800

Using 3D modeling tools, Wright-Pierce provided the Lift Station Operations Group with 3D renderings that allowed them to make suggestions about site layout and configuration early in the design process, saving the City time and budget.

Southeast Wellfield Water Production Facility

Polk County, Florida



According to the governing water management districts, groundwater from the upper Floridan aquifer (UFA) is a limited resource and cannot meet future water supply needs in the Central Florida region. As a result, the Polk Regional Water Cooperative (PRWC) was formed through an inter-local agreement to provide a mechanism for innovative regional cooperation among the member governments of Polk County. This regional cooperation consists of developing, storing, and supplying potable water to reduce the potential for adverse environmental effects of excessive water withdrawals. To assist with meeting future demands, the PRWC approved the new 15-MGD Southeast LFA Water Production Facility and LFA wellfield project. Wright-Pierce is working as part of a larger team to implement this project and our design responsibilities specifically include the following:

- Structural design of operations building, maintenance building, high service pump station / electrical building, dewatering building, and clearwell
- Process design of the degasification and odor abatement system
- Design of chemical feed systems (sodium hydroxide, sodium hypochlorite, corrosion inhibitor, antiscalant)
- Design of clear well and five 3.75-MGD, 75-HP transfer pumps
- Design of two 2.5-MG ground storage tanks
- Design of High-service pump station with six 3-MGD, 250-HP pumps

Client Contact

Polk Regional Water Cooperative

330 W Church St
Bartow, FL 33831

Eric DeHaven

PRWC Executive Director
813.323.7061

ericdehaven@prwcwater.org

Highlights

- Six 2.5-MGD, 200-HP high-service pumps for pump station
- Study, permitting, design, CEI, and O&M activities included in scope
- Electrical systems
- Variable frequency drives
- Pump station delivers water from ground storage to connected PRWC members
- Horizontal, split-case pumps

Dates

Preliminary Design: 2021

Final Design: 2022 – 2023

Construction: 2023 – 2026

Costs

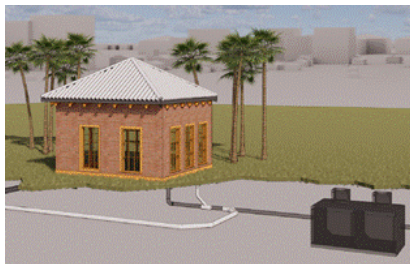
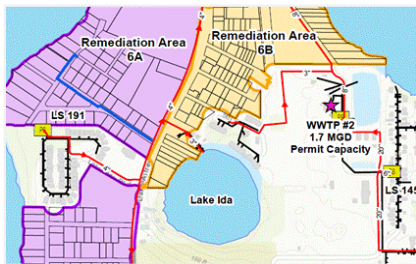
Engineering: \$1.1M

Construction: \$281M

The advanced water treatment plant uses reverse osmosis to treat water from the Lower Floridan Aquifer, which is high in Total Dissolved Solids. The water source is from wells approximately 2,000 feet deep.

Continuing Services & WTP Projects

Winter Haven, Florida



In 2020, the City of Winter Haven selected Wright-Pierce to provide engineering services to its Utilities Division through a continuing services contract and two discrete RFQs for major treatment plant projects. Summaries of all projects are provided below.

- Cypresswood WTP Replacement.** Design, permitting, and construction phase services for a new WTP that will include a raw water well and pump, operations building, chemical storage area, GST, HSPS, piping, and electrical. Also assisting with SRF funding.
- Septic-to-Sewer Master Plan.** Developed a phased plan to eliminate all septic systems and expand the City’s collection system.
- Septic-to-Sewer – Boggy Bottom.** Planning, design, permitting, and construction phase services to sewer approximately 55 residences.
- Septic-to-Sewer – Remediation Area 6.** Planning, design, permitting, and construction phase services to convert 115 homes from septic to sewer. Includes two new lift stations, 16,365 LF of 6-8” sewer main, 2,705 LF of 4” force main, and 8,315 LF of 4-6” water main.
- Pollard Road Water Production Facility (WPF).** As part of a design team, providing electrical and instrumentation design along with PWRC coordination for the 2-MGD facility.
- Rowdy Gaines Olympic Pool Filtration System.** Replacement of the pool’s pumps and chemical feed system to include a new liquid sodium hypochlorite storage and feed system.

Client Contact

City of Winter Haven

401 6th Street SW
Winter Haven, FL 33880

Mark Bombard

Capital Improvements Director
863.291.5853

mbombard@mywinterhaven.com

Highlights

- Continuing engineering services
- WTP improvements
- Septic-to-sewer planning and implementation

Dates & Costs

Cypresswood WTP Replacement

2019-Ongoing
\$1,352,100

Septic-to-Sewer Master Plan

2020-2021
\$86,100

Septic-to-Sewer Boggy Bottom

2021-Ongoing
\$128,700

Septic-to-Sewer Remediation Area 6A

2021-Ongoing
\$382,750

Pollard Road WPF

2022-Ongoing
\$61,600

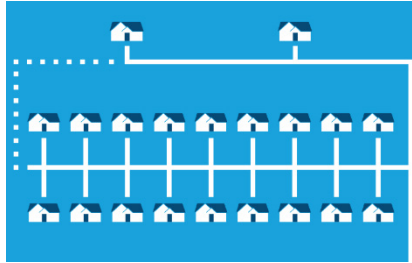
Rowdy Gaines Olympic Pool Filtration

2022-Ongoing
\$122,700

Wright-Pierce’s 3D renderings allowed the WTP Operations Group to make valuable suggestions regarding site layout design process, ultimately, saving the project time and money.

Continuing Services Projects

Haines City, Florida



Wright-Pierce provides water, wastewater, and reclaimed water utility engineering services on a continuing basis to the City. Example projects completed or ongoing for the City include the following:

- **Generic Front-End Contract Bidding Documents.** Development of standard front-end documents that would precede technical specifications for the public bidding of construction projects.
- **State Road 544 Water Main Extension.** Design, bidding, and permitting of a new potable water main to improve water quality and pressure for existing and future customers.
- **Distribution System Looping Study.** Identification of dead-end and low-flow locations and systematic analysis to identify improvements to improve water pressure and quality. Prepared SWFWMD Cooperative Funding Initiative grant application package for projects resulting from the study.
- **Lake Eva Emergency Generator.** Engineering drawings for permitting of a new permanently mounted 250kW generator for Lake Eva Community Center.
- **South US 27 Water Main.** Design, bidding, and permitting services for a new 16-inch water main 7,900 LF in length.
- **Wastewater Master Plan.** Evaluated existing infrastructure data to create an asset list, conducted field visits, updated the City’s model, and developed a criticality matrix for CIP purposes.

Client Contact

City of Haines City

426 Claude Holmes Sr. Ave.
Haines City, FL 33844

James Keene

Public Services Administrator
863.421.9954

James.keene@hainescity.com

Highlights

- Continuing engineering services
- Distribution system improvements
- Wastewater master planning
- Emergency generator design

Dates & Costs

Generic Front-End Contract Docs

2018
\$11,500

State Road 544 Water Main Extension

2018
\$50,000

Distribution System Looping Study

2018
\$49,900

Lake Eva Emergency Generator

2019
\$6,600

South US 27 Water Main

2022-Ongoing
\$373,500

Wastewater Master Plan

2022-Ongoing
\$575,000

Wright-Pierce is proud to have been selected first among seven firms for this continuing professional services contract.

Continuing Services Projects & WTP Upgrade

Titusville, Florida



Wright-Pierce provides water, wastewater, and reclaimed water utility engineering services on a continuing basis to the City. Example projects completed or ongoing for the City include the following:

- **Causeway, Marina, Knox McRae, & Lime St Lift Stations.** Provided design, permitting, and construction phase services for the improvement or replacement of four lift stations, including wet wells, gravity piping, submersible pumps, electrical, and generators.
- **Cybersecurity Assessment.** Evaluated vulnerabilities and provided recommendations, estimated costs, and phasing schedules.
- **Mourning Dove WTP Solids Handling & Sand Filter Upgrades.** Design, permitting, and construction phase services for a new gravity thickener, backwash pumps, two vacuum filters in new dewatering building, recover pond sludge collector, drying bed enhancement, and subsequent replacement of sand filters.
- **Osprey WRF Reject Tank Piping.** Replacement of drain pump and construction of bypass system to enable public access reuse water.
- **Cheney Hwy Water Main Replacement.** Designed the replacement of a 6-inch cast iron pipe with a 12-inch ductile iron pipe.
- **Sisson Road Force Main Improvements.** Replacement of cast iron force main with new 10- and 12-inch PVC force main via open cut.
- **Blue Heron WRF Screen Replacement.** Replacement of an influent bar screen with a Hydrodyne® perforated plate screen.

Client Contact

City of Titusville

Utility Engineering
2910 Garden St.
Titusville, FL 32796

Ashleigh Smith, PE

City Engineer
321.567.3859
ashleigh.smith@titusville.com

Highlights

- Continuing engineering services
- Lift station improvements
- WTP and WRF upgrades
- Pipeline improvements

Dates & Costs

Lift Stations (all)

2018-Ongoing
\$788,500

Cybersecurity Assessment

2018-2019
\$79,400

Mourning Dove WTP Upgrades

2017-Ongoing
\$881,200

Osprey WRF Reject Tank Piping

2022
\$32,300

Cheney Hwy Water Main

2021-Ongoing
\$154,500

Sisson Road Force Main

2022-Ongoing
\$334,000

Blue Heron WRF Screen Replacement

2022-Ongoing
\$29,600

Additional Projects

- SR 405 Utilities Relocation
- South St Water Tank Inspection

Wright-Pierce assisted the City in obtaining SRF funding and approximately \$1.2 million in principal forgiveness for the WTP upgrades.

Continuing Services Projects & WWTP Expansion

Eustis, Florida



Wright-Pierce provides water, wastewater, and reclaimed water utility engineering services on a continuing basis to the City. Example projects completed or ongoing for the City include the following:

- **Haselton WTP Generator.** Conducted an electrical load analysis of the WTP to size a new 400-kW exterior-mounted generator.
- **Ardice WTP Improvements.** Provided design, permitting, bidding, and construction phase services for a 0.5-MG ground storage tank, hydropneumatic tank, and high-service pump station.
- **Lift Stations 24, 7, 17, and Palmetto St I/I Studies.** Performed lift station basin evaluations to identify sources of I/I. Assisted with flow monitoring, night flow isolations, and smoke testing.
- **Bates Ave WWTP Expansion.** Designing a 0.8-MGD expansion of the 3.2-MGD facility, which includes a new process train and clarifier and upgrades to the influent pump station, blowers, RAS and effluent pump stations, tertiary filters, chlorine contact chamber, and sludge holding tank.
- **NASSCO Manhole Inspections.** Inspected manholes using NASSCO MACP level 2 standards for 98 sites using a CleverScan 3D camera.
- **Water and Wastewater Master Plan Updates.** Developed updates to the City’s existing hydraulic models with current and planned developments. Developed CIPs to address system limitations with cost estimates for the 20-year planning period.

Client Contact

City of Eustis

10 N Grove St.
Eustis, FL 32727

Rick Gierok, PE

Public Works Director
352.357.2414

gierokr@ci.eustis.fl.us

Highlights

- Continuing engineering services
- Water treatment plant improvements
- Wastewater treatment plant expansion
- Infiltration and inflow studies

Dates & Costs

Haselton WTP Generator

2019-2021
\$47,500

Ardice WTP Improvements

2019-2021
\$188,100

Lift Station I/I Studies (all)

2019-2021
\$131,700

Bates Ave WWTP Expansion

2021-Ongoing
\$795,400

NASSCO Manhole Inspections

2021-2022
\$20,900

Water & Wastewater Master Plans

2022-Ongoing
\$270,000

Additional Projects

- Lift Station 3 Generator
- Geotechnical Borings
- GIS Assistance
- Utility Remote Monitoring Study

Wright-Pierce completed the design of the Ardice WTP improvements ahead of schedule, enabling construction to commence two months ahead of schedule.

Continuing Services Projects & WWTF Upgrade

Williston, Florida



Wright-Pierce provides water, wastewater, and reclaimed water utility, and civil engineering services on a continuing basis to the City. Example projects completed or ongoing for the City include the following:

- WWTF Comprehensive Upgrade.** Developed a 20-year Facilities Plan and secured a \$750,000 CDBG grant and \$2.1M FDEP Springs Legislation grant to fund improvements. Phase 1 included a static screen; peripheral feed secondary clarifier mechanism; oxidation ditch rotors; and concrete rehabilitation. Phase 2 included FDEP domestic wastewater permitting, tertiary denitrification sand filter with MicroC chemical addition, sprayfield pumps, electrical, and I&C.
- Various Grant Funding Initiatives.** Developed six CDBG Hazard Mitigation and NR grant applications and six other grant funding applications for various wastewater and stormwater collection system upgrades totaling more than \$10 million in funding requests. To date, over \$7 million has been approved.
- Water & Sewer Utilities Design.** Designing a new 8" sewer main and several 8" water mains.
- Infrastructure Revitalization.** Developed water, wastewater, and roadway asset evaluations, remaining life estimates, new infrastructure needs, annual cost estimates, and funding options.
- Plan Reviews.** Developed standards and reviewed development plans to ensure conformance with standards and codes.

Client Contact

City of Williston

50 North Main St.
Williston, FL 32696

Donald Barber

Public Works Supervisor
352.528.3060

donald.barber@willistonfl.org

Highlights

- Continuing engineering services
- WWTP upgrades
- Pipeline designs
- Master planning

Dates & Costs

WWTF Comprehensive Upgrade

2018-Ongoing
\$724,500

Various Grant Funding Initiatives

2018-Ongoing
Pro bono

Water & Sewer Utilities Design

2021-2022
\$9,300

Infrastructure Revitalization

2021-Ongoing
\$201,200

Plan Reviews

2023-Ongoing
\$25,000

Additional Projects

- Concurrency Spreadsheet
- Air Curtain Permit
- Power Purchase
- John Henry Park Improvements
- Standard Construction Details
- Charging Station Support
- Lift Station 16 Abandonment
- Stormwater Needs Analysis
- Wastewater Needs Analysis
- Golf Cart Ordinance
- Cornelius Williams Park Plan

Obtained \$750,000 CDBG grant funding and \$2.1M FDEP Springs Legislation grant funding to pay for over 80% of WWTF Upgrades.

Organizational Chart

Between our full-service, diverse staff of experienced engineering professionals, technicians, operators, and support personnel, we have assembled a project team with many years of demonstrated experience in the completion of water and wastewater engineering projects. Resumes for select personnel may be found on the following pages.

Our team offers a comprehensive range of technical expertise to ensure the successful completion of projects under this contract. We recognize, however, that no one understands the County's needs and requirements better than you. Therefore, we are committed to working in collaboration with and as an extension of your staff.



¹ Certified Woman- or Minority-Owned Business Enterprise

Management

Principal-in-Charge

Steve Hallowell, PE

Client Service Manager

Dennis Davis, PE, Assoc. DBIA

Project Manager

Katie Gierok, PE

QA/QC Manager

Bartt Booz, PE

Engineering Services

Potable Water Treatment

Greg Taylor, PE

Water Supply

Katie Gierok, PE

Wastewater Treatment

Don Lee, PhD, PE
Bartt Booz, PE

Pump Stations

Chris Baggett, PE
Larry Neal, EIT

Distribution & Collection

Kelly Wehner, PE, ENV SP
Roberto Rosario, PE

Hydraulic Modeling

Chris Baggett, PE
Saheb Mansour-Rezaei, PhD, PE

Water Resources

Walt Nickel, PE
Sarah Chak, PE

Building Services

Architect

Ron Williams, AIA

Structural Engineering

Mark Cunningham, PE

Mechanical Engineering

Rodney Greene, PE

Electrical Engineering

Steve Conway, PE

I&C Engineering

Jim Papadimitriou, PE

Support Services

I/I and Condition Assessment

Don McCullers, COA

Plant Operations & Management

Bill Young, COC, MPA

Alternative Delivery

Dennis Davis, PE, Assoc. DBIA

Construction Administration

Eben Spalding, PE

Master Electrician

Robert Goulet

GIS Specialist

Jeff Normandin, GISP

Funding Specialist

Jessica Richard

AutoCAD Technician

Shane Cochran

Landscape Design

Kalle Maggio, PLA

Subconsultants

Geotechnical Engineering

NADIC Engineering Services ¹

Godwin Nnadi, PhD, PE

Public Outreach

The Valerin Group ¹

Alice Ramos

Survey & SUE Services

ECHO UES ¹

Mike Patterson, PSM
Jason Stanley

Environmental Services

Barnes, Ferland, and Associates ¹

Michael Howe

Hydrogeology

Liquid Solutions Group ¹

Brian Megic, PE, D.WRE

Wells & Water Supply

ASRus

Mark McNeal, PG

Katie Gierok, PE
A familiar face to
steer your projects.



Katie Gierok will be your dedicated Project Manager for this continuing services contract. She will be responsible for implementing projects and will serve as the County's primary point of contact, coordinate technical efforts required of the team, and monitor schedule and budget compliance. Her 30 years of experience completing master planning, utility system, and regulatory compliance projects affords her the leadership skills and competency necessary to successfully implement projects under this contract. Katie is experienced in overseeing and executing all planning, design, permitting, bidding and construction services phases, including collection and treatment facility assessments, hydraulic modeling, cost estimating, and capital improvement planning (CIP) development.



10+

Polk County Utilities projects completed during her career



16

WTP & WWTF expansions, upgrades, and new facilities designed



117,920

linear feet of pipelines designed & installed for public utilities

Introducing Our Teaming Partners

Wright-Pierce is capable of providing most of the required services through our in-house personnel. However, we have teamed with the following subconsultants to supplement our abilities while also supporting woman- and minority-owned business enterprises (W/MBEs). We are confident their expertise will better enable our team to serve the County. The below introductions describe the following:

- Roles and responsibilities for this contract
- General company introduction and qualifications
- Highlights that benefit the project team



NADIC Engineering Services, Inc.

Founded in 2001, NADIC provides geotechnical and geo-environmental engineering and construction material testing and inspection services. They have performed over 1,000 projects throughout the state to date, assisting with a wide range of services to help manage challenges and reduce risk for projects. Their experience includes deep foundation excavation, managing unstable slopes, reuse of old foundations or design of new foundations, controlling earthworks, and predicting ground movements.

- Geotechnical engineering
- Local office in Orlando, FL
- W/MBE** Certified Woman- & Minority-Owned Business
- 12** Projects with Wright-Pierce



ECHO UES, Inc.

ECHO was founded in 2017 to provide subsurface utility engineering (SUE) and professional land surveying services for a variety of public and private sector projects, assisting owners, engineers, and contractors through the entire life of a project. Their services include the study, analysis, and depiction of existing underground utilities that may be impacted by a project, in addition to the collection of accurate topographical and specific-purpose surveys to represent above-ground site conditions.

- Surveying & SUE services
- Local office in Tampa, FL
- MBE** Certified Minority-Owned Business
- 11** Projects with Wright-Pierce



Barnes, Ferland, and Associates, Inc. (BFA)

BFA is an environmental consulting firm that will assist with biological assessments, as well as contamination assessments and remediation in compliance with local, state, and federal regulations. During their 29-year history, BFA has successfully completed more than 2,250 projects for public sector clients in Florida. Their environmental scientists have a comprehensive understanding of current and pending regulations and new technologies.

- Environmental services
- Local office in Orlando, FL
- MBE** Certified Minority-Owned Business
- 6** Projects with Wright-Pierce



Liquid Solutions Group, LLC (LSG)



LSG was formed to meet the water resources needs of both utilities and engineering firms. They have over 50 years of combined experience performing water resources engineering and planning, groundwater and surface water modeling and monitoring, and permitting for projects throughout Florida. LSG has extensive experience with water supply and reclaimed water planning as well as consumptive use permitting. They have provided water resources services to a broad array of clients, including public utilities, private utilities, and engineering firms.

-  Hydrogeological engineering
-  Local office in Geneva, FL
- MBE** Certified Minority-Owned Business
- 3** Projects with Wright-Pierce



ASRus, LLC

ASRus offers expertise with projects involving aquifer storage recovery (ASR), aquifer recharge, and water supply development and permitting. Their well design expertise includes production wells (fresh groundwater and brackish); ASR storage of reclaimed water, partially or fully treated surface water, fresh groundwater, and stormwater; and injection wells for disposal of domestic wastewater or reverse osmosis concentrate. CEO Mark McNeal has been more successful than any other hydrogeologist in the Central Florida area at securing recharge credits from recharge wells.

-  Supply & well-related services
-  Local office in Tampa, FL
- 4** Projects with Wright-Pierce



The Valerin Group, Inc.

Valerin is a full-service, woman-owned communications firm that specializes in public involvement, community outreach, graphic design, website and mobile app development, visualizations, video/audio production, aerial drone imagery, and translation services. In business since 2006, Valerin has a staff of talented communication and creative professionals with more than 425 years of combined experience and have worked on over 725 transportation and public utility infrastructure projects, programs, and initiatives. Valerin has developed and implemented hundreds of public engagement and community outreach plans and currently serves as the internal communications representative for the Polk Regional Water Cooperative (PRWC). In addition, Valerin received Tampa Bay's PRestigious Award for Community Relations for Hillsborough County's North Palm River Drinking Water Design-Build.

-  Public Communications
-  Local personnel in Polk County, FL
- WBE** Certified Woman-Owned Business
- 1** Project with Wright-Pierce

RESUMES



Kathleen N. Gierok, PE

SENIOR PROJECT MANAGER

Project Assignment: Project Manager & Water Supply Engineer

Education

B.S., Environmental Engineering, University of Florida

Professional Registration

Florida

Experience

30 Years

Joined Firm

2017

Professional Affiliations

American Water Works Association – Florida (FLAWWA)

Florida Water Environment Association (FWEA)

Central Florida, Society of Women Engineers

Publications

Gierok, K.N., Taylor, G.D., Yoakum, B.A., Martinez-Marrero, F., “Breaking Through Cost Barriers Associated with Developing an Alternative Water Supply by Integrating with an Existing Treatment System,” Florida Water Resources Journal, February, 2021

Gierok, K.N., Chavez, M.F., McNeal, M.B., and Clasen, M.J., “Aquifer Storage and Recovery: Exploring a Real Solution for Reclaimed Water Supply Needs”, Florida Water Resources Journal, September, 2015

Role Description & Experience Summary

Katie will serve as the Project Manager and Water Supply Engineer for this contract. She will be the primary point of contact for communications with PCU. She will be responsible for coordinating the technical efforts of the project team and for monitoring schedule and budget compliance. She is a licensed professional engineer with extensive experience in civil and environmental engineering including planning, permitting, design and construction administration and engineering. Her background includes planning, design and construction administration for public utilities including water, wastewater and reclaimed water pipeline and pump station facilities, utility coordination, water and wastewater treatment facilities, site work/earthwork facilities, community-wide utility improvements, grant funding and bond issues.

Relevant Project Experience

NERWWTF Clarifier Addition, Polk County, FL

Project Manager for a project that included the conceptual design which evaluated five clarifier layout alternatives and provided recommendation for selected alternative.

Standby Power System Improvements, Polk County, FL

Project Manager for standby emergency power improvements at nine critical lift station sites throughout the County. Improvements include new standby generators, switchgear, and accompanying sitework.

PRWC Phase 1 Combined Projects Implementation, Polk County, FL

Assistant project manager and project integrator for the conceptual design of the combined projects: Southeast Wellfield Water Treatment Plant (WTP)-30 MGD, West Polk LFA WTP-15 MGD and Peace Creek Integrated Water Supply Plan (PCIWSP)-10 MGD).

PRWC Demand Management Plan, Polk County, FL

Project Manager for our subconsultant team on the development of a countywide water conservation plan. Project included baseline water system profiles.

Northwest Quadrant Wastewater Service Area Expansion, Citrus County, FL

Project Manager for the addition of the County’s Northwest area into the Meadowcrest WWTF sewer service.

Dale Mabry Service Area Inflow and Infiltration Study, Hillsborough County, FL

Client Services Manager responsible for a two phase I&I study consisting of quantifying I&I including three months of flow, rainfall, and groundwater monitoring and assessment.



Steven C. Hallowell, PE

VICE PRESIDENT/SENIOR PROJECT MANAGER

Project Assignment: Principal-in-Charge

Education

M.B.A., Southern New Hampshire University

M.S., Civil Engineering
University of Lowell

B.S., Civil Engineering
University of Maine

Professional Registration

Florida
Connecticut
Georgia
Louisiana
Maine
South Carolina

Experience

38 Years

Joined Firm

1987

Professional Affiliations

American Water Works Association/Florida AWWA

Florida Water Environment Association

Awards

Cancer Survivor – 2000

Presentations

“Upgrading One of Orlando’s Largest Lift Station & Overcoming Challenges,”
FWRC, Spring 2019

Publications

Cadle, R.; Cummings, R;
Perkins, L; Davis, D;
Hallowell, S; “From Coast to Coast: What Florida’s Largest Utilities are Doing About I&I,” FRWC, Spring 2019

Role Description and Experience Summary

Steve will serve as the Principal-in-Charge (PIC) for this contract. As PIC, he will be responsible for acting as the firm’s authorized representative in any negotiations, for ensuring all contractual obligations are met, and will commit the team resources needed for this project. Steve has a wide range of experience in planning, design, and construction of wastewater and water facilities and horizontal infrastructure projects for municipal clients.

Relevant Project Experience

NERWTF Clarifier Addition, Polk County, FL

Principal-in-Charge and Technical Advisor for a project that included the conceptual design which evaluated five clarifier layout alternatives and provided recommendation for selected alternative.

Ardice Water Treatment Plant Upgrade, Eustis, FL

Principal-in-Charge for the design, bidding, and construction administration of an upgrade to the Ardice Water Treatment Plant, project included permitting through the FDEP, demolition of water storage tank, and construction of a new ground storage tank.

Lift Station No. 45 Upgrade, Orlando, FL

PIC and PM for design of replacing the existing wet well/dry well, 9.0 MGD lift station with a new submersible lift station.

Storey Park Master Pump Station, Orange County, FL

PIC and PM for design for a new greenfield site master submersible pump station with an immediate capacity of 6,000 GPM but expandable to 10,000 GPM.

Northwest Quadrant Wastewater Sewer Extension, Citrus County, FL

PIC and QC Officer for the design of approximately 34,250 LF of 10-inch and 12-inch forcemain, 3 lift stations, and decommissioning of 2 WWTPs.

SW Service Area I&I Study and Remediation Plan, JEA, Jacksonville, FL

PIC and PM for a two phase I&I study. Phase I included a flow monitoring assessment. Phase II included a source investigation study.

I&I Study and Remediation Plan, Dale Mabry Service Area, Hillsborough County, FL

PIC and PM for a two phase I&I study. Phase I included a flow monitoring assessment. Phase II included a source investigation study.



Dennis A. Davis, PE

SENIOR CLIENT SERVICE MANAGER

Project Assignment: Client Service Manager & Alternative Delivery Specialist

Education

B.S., Environmental Engineering, University of Florida

Professional Registration

Florida

Experience

25 Years

Joined Firm

2016

Professional Affiliations

Florida Water Environment Association

Florida Water Environment Association-Utility Council

American Water Works Association

Florida League of Cities

Role Description & Experience Summary

Dennis will serve as the Client Service Manager and Alternative Delivery Specialist for this contract. As Client Service Manager, he will be responsible for ensuring the team meets and exceeds expectations related to project performance. As the Alternative Delivery Specialist, he will lead the design team through the pre-construction/design phase of projects. As a certified Associate DBIA Professional, he has learned the concepts of “Design-Build Done Right” as taught by the Design-Build Institute of America (DBIA). Dennis has diverse experience in water supply, utilities, stormwater design, water quality, water treatment plants, wastewater treatment plants, civil site design and environmental permitting.

Relevant Project Experience

Lift Station 253 Upgrade, Polk County, FL

Client Service Manager for a project that includes design of a comprehensive upgrade to the County’s 1,000 gpm submersible lift station including new electric and I&C.

Lift Station 45 Rehabilitation, Orlando, FL

Client Service Manager for the preliminary engineering, final design, and construction phase services for the rehabilitation of an approximately 8-MGD master lift station.

Causeway & Marina Lift Station Improvements Projects, Titusville, FL

Client Service Manager for the design of the replacement of a 200-gpm lift station (Causeway) and 80-gpm (Marina) lift stations including electrical and structural.

Storey Park Master Lift Station, Orange County, FL

Client Service Manager for the design of a brand new greenfield 12.0 MGD Master Lift Station. This project includes the design, permitting, bidding and construction phase services of a new master lift station to serve extensive development.

Citrus County NW Quadrant Wastewater Extension Project, Citrus County, FL

Client Service Manager for the design of approximately 34,250 LF of 10-inch and 12-inch forcemain, 3 lift stations, and decommissioning of 2 WWTPs.

Southwest Service Area I&I Study and Remediation Plan, JEA, Jacksonville, FL

Client Service Manager for a two-phase I&I study and remediation plan. The southwest service area comprises over 100 square-miles and approximately 700 miles of sewer piping.

Dale Mabry Service Area I&I Study, Hillsborough County, FL

Client Service Manager for a two-phase I&I study. The Dale Mabry service area comprises over 100 square-miles and approximately 198 miles of sewer piping and 111 pump stations.



Bartt C. Booz, PE

SENIOR PROJECT MANAGER

Project Assignment: QA/QC Manager & Wastewater Treatment Engineer

Education

B.S., Bioresource Engineering
Rutgers University

Professional Registration

Florida
Maine

Experience

29 Years

Joined Firm

2000

Professional Certifications

Intermediate Temporary
Traffic Control

Professional Affiliations

Florida Water Environment
Association (FWEA)

Publications

Booz, B.C. and Dwinal, C.A.,
"Sludge Dewatering in New
England: Types, Trends and
Case Studies", NEWEA
Journal,
Fall 2012

Presentations

Booz, B.C., "Savings through
Optimizing Aeration
Systems." Maine Wastewater
Control Association, Spring
Conference, April 2008
Booz, B.C., "Sludge
Dewatering", Maine
Wastewater Control
Association, Fall Conference,
September 2010
Booz, B.C., "Blower
Technologies", Maine Rural
Water Association, 31st
Annual Conference,
December 2011

Role Description & Experience Summary

Bartt will serve as the QA/QC Manager and Wastewater Treatment Engineer for this contract, providing technical advice to project teams and reviews of interim technical documents. He will also assist with ensuring that our QA/QC program is implemented and will be a QC reviewer. As Wastewater Treatment Engineer, Bartt's responsibilities will include leading design teams in the evaluation and design of unit processes for wastewater treatment systems; preparation of plans and specifications; coordination with regulatory and funding agencies; and construction administration. Bartt has designed over 65 wastewater lift stations and 30 wastewater treatment plant upgrades during his career.

Relevant Project Experience

NERWWTF Clarifier Addition, Polk County, FL

Lead Project Engineer for a project that included a conceptual master plan for the overall future plant expansion from 6.0 MGD to 9.0 MGD, as well as design of two new 100-foot diameter clarifiers.

Bates Avenue Wastewater Treatment Facility Expansion, Eustis, FL

Project Manager for the design of an expansion of the Bates Avenue WWTF from 2.4 MGD to 3.2 MGD. Project included new activated sludge train, secondary clarifier, and miscellaneous pumping, piping, and hydraulic improvements.

Conserv I WRF Return Activated Sludge Replacement, Orlando, FL

Project Manager for the replacement of three 3,500-gpm return activated sludge pumps at the Water Conserv I Water Reclamation Facility.

Meadowcrest WWTF Upgrade, Citrus County, FL

QA/QC Reviewer for the design of improvements to the WWTF's step-feed process to improve system performance and optimize nitrogen removal to a target 8mg/L to meet current nitrogen effluent concentrations and pending Total Maximum Daily Load (TMDL) and Basin Management Action Plan (BMAP) limits.

Wastewater Treatment Facility Phase 1 Upgrade, Williston, FL

Project Manager for the design, bidding, and construction administration of a \$650,000 Phase 1 upgrade that included replacing an influent spiral screen, peripheral feed secondary clarifier mechanism, and two 30-hp oxidation ditch rotors.

Wastewater Treatment Facility Phase II Upgrade, Williston, FL

Project Manager for the design, bidding, and construction administration of a \$1.85M Phase 2 upgrade that includes domestic wastewater permitting through the FDEP, a new tertiary denitrification sand filter, effluent sprayfield pumps, piping, and new electrical, instrumentation, and control systems.



Greg D. Taylor, PE

SR. PROJECT MANAGER

Project Assignment: Potable Water Treatment Engineer

Education

B.S., Chemical Engineering,
Clemson University

Professional Registration

Florida
Virginia

Experience

21 Years

Joined Firm

2017

Professional Affiliations

Secretary, Board of
Governors (2018-Current),
Florida Section, American
Water Works Association

Trustee, Board of Governors
(2016-2018), Florida Section,
American Water Works
Association

Vice Chair, Region 3 (2015 to
2016), Florida Section,
American Water Works
Association

Chair, Region 3 (2013-2014),
Florida Section, American
Water Works Association

Vice Chair, Region 3 (2012 to
2013), Florida Section,
American Water Works
Association

Public Affairs Council Chair
(2011 to 2013), Florida
Section, American Water
Works Association

Role Description & Experience Summary

Greg will serve as the Potable Water Treatment Engineer under this contract. In this role, he will assist the Project Manager by leading the execution of designs of water treatment projects, including technical calculations and the development of plans and specifications. Greg has 20 years of design engineering and project management experience, with the first five serving public utilities. He is also a pump station and pipeline design expert. He is also very experienced in potable and reclaimed water distribution system modeling.

Relevant Project Experience

PRWC Southeast Lower Floridan Aquifer WTP, Polk County, FL

Project Engineer for portions of process design for a new 12.5-MGD brackish-water supply reverse osmosis water treatment facility. Project includes installation and testing of LFA supply wells and desktop pilot treatment system evaluation.

PRWC West Polk Lower Floridan Aquifer WTP, Polk County, FL

Engineer of Record for the process design for a new 10-MGD brackish-water supply reverse osmosis water treatment facility. Project includes the installation and testing of LFA supply wells, desktop pilot treatment system evaluation, reverse osmosis treatment skids, chemical storage and feed systems, yard piping, electrical/I&C, structural, architectural, HVAC, and plumbing.

Ardice Water Treatment Plant Improvements, Eustis, FL

Engineer-of-Record for the expansion/rehabilitation of the Ardice WTP. The project includes the conceptual design, preliminary design, final design, permitting, bidding services, and construction administration for the upgrades to the 6.28 MGD WTP.

Salt Springs Water Well Upgrades, Marion County, FL

Project Manager for upgrades to this groundwater well that include construction of a new raw water well, a new well pump with a capacity of 750 GPM, new electrical feed, and modification of the existing raw and finished water pipelines.

Cypresswood WTP Improvements, Winter Haven, FL

Project Manager for design, permitting, bidding, and construction services to demolish the existing WTP and construct a new 4-MGD facility which will include groundwater wells, ground storage tanks, high service pumps, yard piping, civil/site improvements, a new control building, and new electrical/I&C systems.

Potable Water Distribution System Looping Study, Haines City, FL

EOR for evaluation of distribution system looping needs and locations to enhance water quality and reduce flushing including submittal of a grant funding application.



Dong-Uk Lee, PhD, PE, BCEE

SR. WASTEWATER PROCESS ENGINEER/PROJECT MANAGER

Project Assignment: Wastewater Treatment Engineer

Education

Ph.D., Environmental Engineering, University of Florida

M.E., Environmental Engineering, Inha University South Korea

B.E., Environmental Engineering, Inha University South Korea

Professional Registration

Florida
South Carolina

Experience

26 Years

Joined Firm

2020

Professional Affiliations

Water Environment Federation (WEF)

Water Environment Association, South Carolina (WEASC)

Publications

Lee D.U., Woo S.H., Svoronos S.A., and Koopman, B., "Influence of Alternating Oxic/Anoxic Conditions on Growth of Denitrifying Bacteria", Water Research, 2010

Lee D.U., Woo S.H., Svoronos S.A., and Koopman, B., "Determination of diauxic lag in continuous culture", Biotechnology and Bioengineering", 2008

Project Role & Experience Summary

Don will serve as a Wastewater Treatment Engineer for this contract. He will assist the project team in execution of designs, including technical calculations and development of plans and specifications. Don has over 25 years of experience in academic research and consulting in wastewater process engineering. His expertise includes biological nutrient removal (BNR) modeling and process optimization with activated sludge modeling, process simulators, and process optimization program development.

Relevant Project Experience

NERWWTF Clarifier Addition, Polk County, FL

QC Reviewer for the design of two new 100-foot diameter secondary clarifiers to increase the plant clarification capacity from 6.0 MGD to 9.0 MGD.

Wastewater Treatment Facility Phase II Upgrade, Williston, FL

Lead Project Engineer for the design, bidding, and construction administration of a \$1.85M Phase 2 upgrade to the 0.45 MGD Williston Wastewater Treatment Facility.

Meadowcrest WWTP Nutrient Reduction Upgrades, Citrus County, FL

Lead Project Engineer for a project that includes upgrades to the existing step feed process to reduce nitrogen effluent concentrations due to TMDL/BMAP requirements associated with local Outstanding Florida Spring.

Wiley M. Nash WRF Expansion & Upgrades, DeLand, FL

Project manager for the expansion of the Wiley M. Nash Water Reclamation facility from 6 MGD to 8 MGD.

Conserv 1 RAS Pumps Replacement, Orlando, FL

QC Reviewer for the replacement of three 3,500-gpm Return Activated Sludge (RAS) Pumps at the Water Conserv I Water Reclamation Facility.

Bates Avenue Wastewater Treatment Facility Expansion, Eustis, FL

Lead Project Engineer for WWTF expansion. Alternatives include re-rating existing Biological Nitrogen Removal (BNR) trains, the addition of the third BNR train (Train C) consisting of a new three-stage step feed train, the addition of a fourth secondary clarifier, and other miscellaneous unit process upgrades for capacity expansion.

Miscellaneous Water Pollution Control Plant Improvements, Danbury, CT

Lead Project Engineer for a Design-Build contract to upgrade the Danbury WPCP. Involved the replacement of BNR aeration blowers, diffuser air piping, aeration control system, and in-kind replacement of the gravity thickeners and associated odor control system.



Christopher C. Baggett, PE

SENIOR PROJECT MANAGER

Project Assignment: Pump Stations Engineer & Hydraulic Modeling

Education

B.S., Civil Engineering,
University of Florida

Professional Registration

Florida

Experience

28 Years

Joined Firm

2018

Professional Affiliations

American Water Work
Association, Florida Section
(AWWA)

Publications

Baggett, C.C., Rosario, R., and
Cole, C., "Going Beyond
Steady-state Wastewater
System Modeling in Sarasota
County: A Case for Extended-
period Simulation", Florida
Water Resources Journal,
2013

Baggett, C.C., Hua, G.,
Powell, R., Reed, T., and Hall,
J., "Effective of Periodic
Breakpoint Chlorination on
Distribution System
Nitrification Control for
Pinellas County Utilities",
FWRC Conference, 2012

Role Description & Experience Summary

Chris will serve as Pump Station Engineer and Hydraulic Modeler for this contract. In that role he will assist in developing studies, hydraulic models, and master plans. He has 28 years of experience planning, designing, analyzing, and modeling water, wastewater, and reclaimed water systems. His extensive analysis and modeling experience includes steady-state, extended-period, and transient hydraulic/surge network analysis, and hydraulic profile modeling calculations.

Relevant Project Experience

Lift Station 253 Upgrade, Polk County, FL

Lead Project Engineer for design, bidding and construction administration services to upgrade the existing duplex station to a triplex station. Other improvements include above grade discharge piping and flow meter, replacement of the existing top slab and emergency generator, in addition to various site improvements.

Deeson Road Lift Station & Force Main Improvements, Polk County, FL

Project Manager for design, permitting, bidding, and construction phase services for improvements to this duplex lift station and force main system that will replace a private community's failing WWTF.

NERUSA Water System EPS Modeling, Polk County, FL

Upgrading the County's existing water system model for the Northeast Regional Utility Service Area (NERUSA) from a static model to an Extended Period Simulation (EPS) model to allow County to better determine needed upgrades within the water distribution system and allow for future assessment of development-related demands and impacts.

Wastewater Master Plan, Winter Haven, FL

Hydraulic Modeler for septic-to-sewer master plan that will eliminate all septic systems throughout the City. The plan will then be used to guide the implementation of individual projects.

Knox McRae Master Lift Station Replacement, Titusville, FL

Project Engineer/modeler for lift station replacement at site of decommissioned WWTP. Project includes design of a new submersible pump station with VFDs, a new electric building, emergency generator, bypass capabilities, and odor control system.

Gulf Beach Water Booster Station Improvements, Pinellas County, FL

Project Manager for the rehabilitation of the 5.4-MGD booster station, which includes replacement of pumps, motors, electrical delivery system, chemical feed system, generator power, and building rehabilitation.



Lawrence P. Neal, EIT

PROJECT ENGINEER

Project Assignment: Pump Stations Engineer

Education

B.S., Chemical Engineering,
Florida State University

Professional Registration

Florida, EIT

Experience

5 Years

Joined Firm

2018

Professional Affiliations

American Water Works
Association

American Institute of
Chemical Engineers

Certifications

Innovyze-InfoWater Water
Distribution Modeling

PACP, MACP, & LACP
NASSCO-Certified

OSHA-10

Basic Laboratory Safety,
AIChE Chemical Engineering
Education

Chemical Reactivity Hazards,
AIChE Chemical Engineering
Education

Role Description & Experience Summary

Larry will serve as Pump Station Engineer for this contract. In this role, assist the project team in the execution of designs, including technical calculations and development of plans and specifications. Larry provides engineering services for the design and analysis of existing and future water and wastewater infrastructure. He has contributed to the design of multiple pump stations as well as over three miles of 24" and 26" force main, has conducted multiple infiltration and inflow analyses, and has contributed to the hydraulic modeling of large (countywide) water and sewer master plans. Larry also assists in field data collection, specifications, drawings, and reports development for numerous other projects.

Relevant Project Experience

Lift Station 253 Improvements, Polk County, FL

Project Engineer for design, bidding, and construction administration services to upgrade the existing duplex station to a triplex station. Other improvements include above grade discharge piping and flow meter, replacement of the existing top slab and emergency generator, in addition to various site improvements.

Deeson Road Lift Station & Force Main Improvements, Polk County, FL

Project Engineer for design, permitting, bidding, and construction phase services for improvements to this duplex lift station and force main system that will replace a private community's failing WWTF.

Lift Station 85 Replacement, Orlando, FL

Project Engineer for initial conceptual development of multiple alternative designs. Project includes reusing the existing wet well to become a new submersible pump station wet well and installing four new submersible pumps.

JEA East Grid Lift Station Program, Jacksonville, FL

Project Engineer for rehabilitation of six submersible pump stations with new submersible pump stations ranging in capacity from 1,000 gpm to 1,800 gpm.

Camden Street & Washington Street Lift Station Upgrades, Lynn, MA

Evaluation and design of lift station replacements to the 1.6-MGD Camden St. Lift Station and the 3.6-MGD Washington Street Lift Station. Evaluation included hydraulic modeling of existing conditions for each location and Design included development of hydraulic profile for proposed location. Results were utilized for pump choice. Designs were utilized for soliciting cost estimates for wet wells for each of the sites.



Kelly S. Wehner, PE, ENV SP

LEAD PROJECT ENGINEER / PROJECT MANAGER

Project Assignment: Distribution & Collection Engineer

Education

M.S., Environmental Engineering & Science, Clemson University

B.S., Chemical Engineering, Clemson University

Professional Registration

Florida

Experience

24 Years

Joined Firm

2020

Professional Affiliations

Florida Water Environment Association (FWEA)

PACP/MACP/LACP Certified

Envision Sustainability Professional (ENV SP)

North American Society for Trenchless Technology (NASTT)

Florida Engineering Society (FES)

Institute for Sustainable Infrastructure (ISI)

Role Description & Experience Summary

Kelly will serve as a Distribution and Collection Systems Engineer on this contract. She will lead the execution of designs, including technical calculations and the development of plans and specifications. Kelly has 22 years of experience in assisting clients in the planning, design, permitting, and construction management of water, wastewater, and reclaimed water projects including pumping stations, gravity and pressure pipelines, sewer rehabilitation, and treatment plant improvements.

Relevant Project Experience

Lift Station 253 Rehabilitation, Polk County, FL

Lead Project Engineer for design of upgrades that include new piping, new triplex pumping system, new electrical system and emergency generator, new flow meter, and miscellaneous yard piping, structural and civil site improvements.

Dazzo & Osborne Collection System Infiltration & Inflow (I&I) Study, Tampa, FL

Project Engineer for a project that includes an investigation into I&I within the Dazzo/Drew Park Collection System. This first phase of a multiphase project includes historical data review of past work, repairs, and completed rehab; additional fieldwork includes manhole inspections, night flow isolations, lateral inspections, and smoke and dye testing.

Sanitary Sewer Collection System Route Analysis, Tarpon Springs, FL

Assistant Project Manager providing miscellaneous lift station and force main services for the City of Tarpon Springs. Wright-Pierce was hired to review and provide recommendations for improvements to the City's wastewater collection and transmission system, including review of the City's GIS maps and force main discharge locations.

JEA Parramore Road Improvements Water Main, Jacksonville, FL*

Assisted with design and permitting of approximately 1,600 LF of new 16-inch water main as part of a roadway improvement project. The new main included new water services, fire hydrants and appurtenances. The pipeline connected at the northern end of the project limits at Parramore Road and ran south to Youngerman Circle.

JEA Howell Drive Force Main Replacement, Jacksonville, FL*

Engineer of Record for replacement of 1,500 LF of 16-inch force main including installation of PVC pipe by open cut and flanged stainless-steel pipe mounted to the new bridge. Design challenges included detailed construction phasing, pipe material transitions, pipe hanger design and consideration of expansion/contraction forces.

*Experience from previous employer



Roberto A. Rosario, PE

LEAD PROJECT ENGINEER

Project Assignment: Distribution & Collection Engineer

Education

B.S., Mechanical Engineering,
University of Florida

Professional Registration

Florida

Experience

19 Years

Joined Firm

2022

Professional Affiliations

American Society of
Plumbing Engineers (ASPE)

Publications

“From Start to Finish:
Calibrating Pinellas County’s
2,000-Mile Hydraulic Water
Distribution System Model,”
Florida Water Resources
Journal, Rosario, R., Baggett,
C., Li, G., Khan, A., Lovins III,
W., Powell, R., Reed, T., 2008

“Controlling Nitrification
Within Pinellas County’s
Ground Storage Tanks,”
Florida Water Resources
Journal, Roberto, R., Baggett,
C., Horvath, J., Powell, R.,
Hall, J., 2013

“Calibrated Hydraulic and
Water Quality Model
Predictions Merge with
Break History for an
Innovative Approach to
Prioritizing Water Main
Replacement,” Florida Water
Resources Journal, Roberto,
R., Baggett, C., McLellan, J.,
2014

Role Description & Experience Summary

Robert will serve as a Distribution and Collection Engineer for this contract. He will assist the project team in the execution of designs, including technical calculations and development of plans and specifications. Robert is a seasoned hydraulic modeler with substantial water, wastewater, and reclaimed water design experience. He has created wastewater models for gravity sewer, force main, and lift stations and has performed I&I assessments, force main condition assessments, and 50-year water supply planning projects. He has also prepared the design and specifications for pipeline, well, pump station, and control valve station projects.

Relevant Project Experience

Water Main Design & Northeast Booster Station Upgrade, St. Cloud, FL

Engineer-of-Record for design of 6,300 LF of new 16-inch water main with tie-ins to the existing water main. Design included both open cut and jack and bore installations. Located near the Florida Department of Transportation (FDOT) right-of-way. Project includes upgrades to the 8.0 MGD high service pump station.

Bee Ridge Road Improvements, Sarasota County, FL*

Project Engineer for water, wastewater, and reclaimed water pipeline improvements and relocations related to 2.5 miles of roadway widening. New 16” force main. Relocation and design of wastewater pump station and gravity sewer.

Horizontal Directional Drill Under I-75, Sarasota County, FL*

Engineer-of-Record for the design, permitting, and construction of HDD of an approximately 800-foot, 16-inch HDPE water main under Interstate-75.

Inflow and Infiltration Study, Pinellas County, FL*

Project engineer for I&I study. Responsible for developing flow monitoring plan, directing flow meter deployment and data collection, and guiding team on data analyses and reporting to quantify I&I rates in lift station basins.

2023 Water, Wastewater, & Reclaimed Water Master Plan, Casselberry, FL

Development of a water, wastewater, and reclaimed water master plan intended to update the City’s hydraulic models and develop a phased program of system improvements capable of meeting the City’s planned capacity needs over the next 20 years.

GRU Force Main Resiliency, Gravity System, & Growth Planning Modeling, FL*

Utility Engineer leading a task force responsible for development of projects that provide resiliency for sanitary sewer overflows and create system redundancy.

*Experience from previous employer



Saheb Mansour-Rezaei, PhD, PE

LEAD PROJECT ENGINEER

Project Assignment: Hydraulic Modeling

Education

Ph.D., Civil Engineering,
University of British
Columbia

M.S., Water Resources
Engineering, Sharif University
of Technology

B.S., Civil Engineering,
University of Tehran

Professional Registration

Florida

Experience

10 Years

Joined Firm

2020

Professional Affiliations

National AWWA Engineering
Modeling Applications
Committee Member

National Water Environment
Federation (WEF) Collection
System Committee

Publications

“SCADA Data and Flow
Monitoring – A Different
Perspective”, Florida Water
Resources Conference,
Baggett, C., Mansour-Rezaei
S., Neal, L., McCullers, D.,
Wehner, K., 2022

“Water Quality Modeling of
PFOA in a Water Distribution
System”, Florida Section of
American Water Works
Association, Baggett, C.,
Mansour-Rezaei S., 2022

Role Description & Experience Summary

Saheb will serve as the Hydraulic Modeling Engineer for this contract. In this role, he will develop hydraulic models required to assess PCU utility systems. Saheb’s area of expertise is hydraulic and water quality analysis. He has 10 years’ experience with water distribution systems, wastewater collection systems, and reclaimed water systems. Saheb is currently serving on the National AWWA Engineering Modeling Applications Committee, which writes the AWWA’s M32 Computer Modeling of Water Distribution Systems manual.

Relevant Project Experience

NWRUSA Wastewater Hydraulic Model Update/Verification, Polk County, FL

Lead Project Engineer to update the NWRUSA collection and transmission system model and convert it to extended period simulations (EPS). Performed dry and wet weather model calibration to accurately predict conditions observed in the system.

Potable Water Hydraulic Model Update/Verification, Polk County, FL

Lead Project Engineer for demand allocation throughout the County’s hydraulic model. Performed steady-state calibration using the fire flow testing results and 24-hour EPS calibration.

South US 27 Water Main Design, Haines City, FL

Lead Project Engineer performing hydraulic modeling to support design of US 27 water main project. Developed additional demand to account for future developments along the proposed water main route.

Wiley M. Nash WRF Expansion & Upgrades, DeLand, FL

Lead Project Engineer developing 3D CFD model to evaluate mixing efficiency of a proposed 5-stage Bardenpho BNR train consisting of four basins. Identified basins with mixing deficiencies and proposed improvements to alleviate the deficiencies.

Wastewater Master Plans Update, Apopka, FL

Lead Project Engineer for the projection of future flows based on the City’s planned developments, future land use data, BMAP, and Southwest Florida Water Management District (SWFWMD) population projection data.

South Cross Bayou Advanced WRF RCW High Service Pump Station Design, Pinellas County, FL

Hydraulic Modeler for the assessment and preliminary engineering design of improvements to the County’s pump station. Project included hydraulic modeling, modifications to an electrical building to withstand storm surge, expanding the high service pumping capacity to 56 million gpd, and installation of a surge pressure control station.



Walter A. Nickel, PE

CIVIL SENIOR PROJECT MANAGER

Project Assignment: Water Resources Engineer

Education

B.S.C.E., Civil Engineering,
Cleveland State University

Professional Registration

Florida
Ohio

Experience

38 Years

Joined Firm

2021

Project Role & Experience Summary

Walt will serve as a Water Resources Engineer for this contract. He will assist the Project Manager and Lead Project Engineer with the execution of any civil/stormwater aspects of design, including technical calculations and the development of plans and specifications. Walt is a seasoned civil engineer with 35+ years of success leading large-scale projects for private and public organizations as a department executive, project manager, and lead design engineer within the consulting industry.

Relevant Project Experience

University of Central Florida Stormwater Compliance, Orlando, FL

Civil Engineer providing stormwater compliance services. Tasks included identifying system conveyance and storage capacity deficiencies, system evaluation using modeling results, and development of a stormwater capital improvement plan.

Stormwater Needs Analysis, Flagler Beach, FL

Project Manager for developing a 20-year infrastructure needs analysis. Project entails quantifying the City's stormwater system, discussing system issues with City staff, planning for improvements, and reviewing current/planned project funding.

Bates Avenue Wastewater Treatment Facility Expansion, Eustis, FL

Civil/site design engineer for expansion of the Bates Avenue WWTF. Project includes improvements to treatment processes; pumping, piping, and hydraulic improvements; and miscellaneous electrical and instrumentation improvements.

John Henry Park Drainage Improvements, Williston, FL

Project Manager for mitigating flooding on public and private property. Project scope includes engineering design and permitting for storm drain replacement and design of water quality and quantity improvements.

CR 337 SCRAP Roadway Rehabilitation Project, Levy County, FL

Project Manager for construction administration of roadway improvement project for Levy County that received FDOT funding through its Small County Road Assistance Program (SCRAP).

Infrastructure Revitalization Plan, Williston, FL

Lead Engineer for roadway component of City's infrastructure revitalization plan. Includes review of previously proposed and remaining improvement projects and identification of general improvement needs.

JEA Northwest WWRF Conceptual Engineering, Jacksonville, FL

Site evaluation and design guidance for a new WWRF. Project includes development of conceptual site layout, utility routing, and process flow diagrams.



Sarah F. Chak, PE

LEAD PROJECT ENGINEER

Project Water Resources Engineer

Education

M.S., Civil Engineering,
University of Central Florida

B.S., Environmental
Engineering, University of
Florida Gainesville

Professional Registration

Florida
Louisiana

Experience

10 Years

Joined Firm

2023

Professional Affiliations

American Water Resources
Association (AWRA), Florida
Section

Role Description & Experience Summary

Sarah will serve as a Water Resources Engineer for this contract. She will assist with the execution of any civil/stormwater aspects of design, including technical calculations and the development of plans and specifications. Sarah leverages a decade of experience in a wide variety of civil and environmental engineering projects. Her civil engineering background includes water resources projects for the State of Florida and local municipalities. Her expertise includes stormwater design, groundwater and surface water quality analyses, environmental site assessments, environmental regulations, and state and local permit applications.

Relevant Project Experience

NERWWTF Expansion, Polk County, FL

Civil/site project engineer for capacity expansion from 6 to 9 MGD. Project includes process modifications, new headworks, and site improvements.

24th Street SW Area Water Main Improvements, Polk County, FL*

Design engineer and construction administrator for water main replacement project in Winter Haven. More than a mile of asbestos cement pipe was replaced with PVC and PE pipes.

Wastewater System Improvements, Polk County, FL*

Assisted City of Eagle Lake in attaining funding for three lift station replacements. Also served as design engineer and construction administrator on the project.

Lime Street Lift Station Upgrade, Titusville, FL

Civil/site project engineer for lift station upgrade. Project includes replacement with a new submersible-style station, a prefabricated electrical building, standby power generator, and miscellaneous site improvements.

Northwest Quadrant Force Main Extension, Citrus County, FL

Project engineer for design to extend wastewater collection system. Includes approximately 6 miles of new 10" and 12" force mains. Construction includes open cut, directional drilling, and jack-and-bore to cross SR 19.

Wekiva Springshed Monitoring Study, Orange County, FL*

Routine sampling of groundwater monitoring wells as part of an ongoing effort to identify the source of nitrate in the Wekiva main spring.

SFWM Weeki Wachee Carrying Capacity Methodology, Spring Hill, FL*

Developed a carrying capacity study methodology and cost estimate for Weeki Wachee River to address decline in water clarity through increased turbidity.

*Experience from previous employer



Ronald D. Williams, AIA

SENIOR PROJECT ARCHITECT/ DISCIPLINE GROUP LEADER

Project Assignment: Architectural Design

Education

B.Arch., Kansas State
University

A. Arch., Vermont Technical
College

Professional Registration

Maine
Connecticut
Florida
Massachusetts
New Hampshire
New York
Rhode Island

Experience

29 Years

Joined Firm

2008

Project Role & Experience Summary

Ron will serve as the Architect for this contract. In this role, he will assist with the execution of any required facility designs. Ron is a talented architect in our Building Design Practice Group with over twenty years of experience in all facets of design projects, from initial planning and feasibility studies through construction delivery. He has worked on designs ranging from large \$100M new construction/upgrade projects to small renovations, as well as studies, evaluations, and master plans. His experience includes excellent design, construction documentation, project management, and communication skills.

Relevant Project Experience

NERWWTF Clarifier Addition, Polk County, FL

Design and construction for the installation of new 100' clarifiers, including splitters boxes, sludge pump station, and civil improvements.

PRWC Booster Pump Stations, Polk County, FL

Architect for four new booster pump station sites. Developed conceptual design for these sites that includes an electrical building, a chemical feed building, and a chemical storage structure.

Mourning Dove Water Treatment Plant Dewatering Upgrade, Titusville, FL

Architect of new dewatering building that was added as part of a solids train upgrade. The building has an open solids collection bay at grade with an enclosed dewatering equipment room above.

Lift Station 45 Upgrades, Orlando, FL

Architect for new lift station building that houses an electrical room, generator room, and restroom. The building uses an attractive split faced concrete block exterior with a metal hip roof.

Pipe Storage Building, Toho Water Authority, Kissimmee, FL

Designed a pre-engineered metal building with one open side to allow the Toho Water Authority to store pipe supplies out of the sun to prevent UV degradation.

Plymouth WWTF Upgrade, Building Renovations, Plymouth, NH

Designed building renovations and additions associated with process upgrades at existing WWTF. The project included renovations and additions for three buildings to support new solids handling systems and headworks upgrades.



Mark W. Cunningham, PE

SENIOR STRUCTURAL ENGINEER

Project Assignment: Structural Engineer

Education

M.S., Civil (Structural)
Engineering, University of
Connecticut
B.S., Civil Engineering,
Rensselaer Polytechnic
Institute

Professional Registration

Florida
Connecticut
Maine
Massachusetts
New Hampshire
New Jersey
New York

Experience

36 Years

Joined Firm

2014

Professional Affiliations

American Concrete Institute
(ACI)
ACI 350 - Code Requirements
for Environmental
Engineering Concrete
Structures, Voting Member
ACI 350 – Subcommittee A,
General and Concrete,
Chairman
ACI 350 – Subcommittee B,
Durability, Voting Member
ACI 350 – Subcommittee C,
Reinforcement and
Development, Voting
Member
ACI 350 – Subcommittee D,
Structural, Voting Member
ACI 350 – Subcommittee E,
Steering, Voting Member

Role Description & Experience Summary

Mark will serve as the Structural Engineer for projects under this contract. In this role, he will be responsible for performing the structural design for this project, including the develop of the plans and specifications. Mark is a senior structural engineer within the Building Design Services practice group. His responsibilities include structural design of buildings, water and wastewater treatment plants and other structures, preparation of plans and specifications, cost estimating, and construction administration. He is experienced in the design of reinforced concrete, structural steel, reinforced masonry, wood framing, and foundations. He has also performed analysis, design, and load ratings.

Relevant Project Experience

Lift Station No. 253 Upgrade, Polk County, FL

Structural engineer for the major lift station upgrade including new wetwell, equipment pads, and concrete site pavement.

NERWTF Clarifier Addition, Polk County, FL

Project structural engineer for major plant upgrade including two new 100-foot diameter, 16-foot side-water depth cylindrical reinforced concrete secondary clarifiers, large reinforced concrete splitter structure, and pump station and electrical building foundation slabs.

Southeast Wellfield & West Polk Water Treatment Facilities, Polk County, FL

Structural engineer for the preliminary design of the two new Water Treatment Facilities. The Southeast Wellfield project includes an 18,000 square-foot footprint Operations Building with a 3,000 square foot steel-framed mezzanine, and a 2,000 square-foot Maintenance Building.

Lift Station No. 45 Upgrade, Orlando, FL

Structural engineer for design of replacing the existing wet well/dry well, 9.0 MGD lift station with a new submersible lift station.

WWTF Phase 2 Upgrades & Pump Station, Williston, FL

Structural engineer for second phase of plant upgrade and new intermediate pump station and wetwell. Pump station part of new tertiary pavilion that also included reinforced concrete chemical containment area and steel-frame and new reinforced concrete foundation slab supporting ~26-foot-tall, 95-ton tertiary sand filter vessels.

East Grid Pump Station Upgrade Program, JEA, Jacksonville, FL

Structural engineer for design for replacing six existing submersible pump stations with new submersible pump stations ranging in capacity from 1,000 to 1,800 GPM.



Rodney T. Greene, PE

LEAD MECHANICAL ENGINEER

Project Assignment: Mechanical Engineer

Education

B.S., Mechanical Engineering,
Clarkson University, NY

Professional Registration

New Hampshire
Connecticut
Florida
Maine
Massachusetts
New York
Rhode Island
South Carolina
Vermont

Experience

15 Years

Joined Firm

2015

Professional Affiliations

American Society of Heating,
Refrigeration and Air
Conditioning Engineers
(ASHRAE)

Role Description & Experience Summary

Rod will serve as the Mechanical Engineer for this contract. He will assist with the execution of any mechanical aspects of design, including technical calculations and the development of plans and specifications. Rod, a seasoned mechanical engineer, has expertise in analysis and design of heating, ventilation, plumbing, and fire suppression systems for a variety of types of projects..

Relevant Project Experience

PRWC Phase 1 Combined Projects, Polk County, FL

HVAC and plumbing design services for new operations building, maintenance building, and high service pump station at two water treatment facilities.

Lift Station 45 Rehabilitation, Orlando, FL

Mechanical Engineer for major rehabilitation of one of the City's largest pump stations. The mechanical design included plumbing and HVAC for a brand new electrical and backup generator building that included an operator restroom.

Knox McRae Master Lift Station Replacement, Titusville, FL

Mechanical Engineer for lift station replacement at site of decommissioned WWTP. Project includes design of a new submersible pump station, emergency generator, bypass capabilities, and odor control system. HVAC design includes ductless split system heat pump serving and new electrical building.

Gulf Beach Water Booster Station Improvements, Pinellas County, FL

Mechanical Engineer for the assessment of and design of improvements. Included replacement of booster pumps, replacement of sodium hypochlorite bulk storage and feed systems, and replacement of two flow meters and two control valves.

GRU Murphree WTP Chlorine Room Upgrade, Gainesville, FL

HVAC design upgrades to the heating and ventilating systems serving the existing chlorine storage room, including makeup air unit, electric duct heaters, ductwork, exhaust fans, and DDC control system.

Williston City Hall, Williston, FL

HVAC and plumbing design for Design-Build construction of new city hall building, including split system heat pumps and energy recovery ventilator serving offices and community assembly spaces.

Storey Park Master Pump Station, Orange County, FL

Mechanical Engineer for the design of a new 5.76 MGD submersible pump station. The new station consists of a split wet well with space for 6 submersible pumps, new electrical building and diesel emergency generator; bio-trickling filter odor control system; and new PLC controls with radio telemetry to SCADA system



Stephen J. Conway, PE, RCDD, CxA, LEED AP BD+C

ELECTRICAL ENGINEER

Project Assignment: Electrical Engineer

Education

B.S., Electrical Engineering,
Lafayette College

Post graduate courses,
Thermodynamics and Fluid
Mechanics, Johns Hopkins
University

Professional Registration

Florida
Georgia
Texas
Maryland

Experience

35 Years

Joined Firm

2021

Certifications

Bicsi Registered
Communications Distribution
Designer RCDD #151802R

Bicsi Electronic Safety and
Security Specialist ESS
#151025E

LEED AP BD+C #10438208

Role Description & Experience Summary

Steve will serve as the Electrical Engineer for this contract. He will be responsible for the execution of any electrical aspects of design, including technical calculations and the development of plans and specifications. Steve has extensive design experience in power distribution, lighting, communications, PLC, SCADA, and security systems. He is a Bicsi-certified Registered Communications Distribution Designer (RCDD), a Bicsi-certified Electronic Safety and Security (ESS) specialist, and a LEED AP BD+C. His extensive experience includes electrical design for water and wastewater treatment facilities, water pump stations, and wastewater collection pump stations.

Relevant Project Experience

Lift Station 253 Upgrade, Polk County, FL

Electrical Engineer for design, bidding, and construction administration services to upgrade the existing duplex station to a triplex station. Improvements include above grade discharge piping and flow meter, replacement of the existing top slab and emergency generator, in addition to various site improvements.

NERWWTF Electrical System Design Improvements, Polk County, FL

Electrical Engineer for design of improvements to the medium-voltage electrical system and communication network at the NERWWTF following an evaluation to investigate current conditions and develop alternatives to enhance facility reliability. Preliminary design is currently underway.

Lift Stations Standby Power System Improvements, Polk County, FL

Electrical Engineer for standby emergency power improvements at nine critical lift station sites throughout the County. Improvements include new standby generators, switchgear, and accompanying sitework. Wright-Pierce is providing design and construction management services for the project.

Lift Station 3 Emergency Generator, Eustis, FL

QA/QC for the design of a new emergency generator at a lift station equipped with two 14.1 HP, 230V, three phase, 4 wire Sulzer submersible pumps that are designed for 250 gpm at 70 feet of TDH. Project involves modifications to include the new emergency generator wiring and automatic transfer switch.

JEA Townsend Boulevard Pump Station Upgrade, Jacksonville, FL

Electrical Engineer for the design and construction of a new Class III triplex submersible pump station to meet current and future wastewater flows and JEA standards. New station will include diesel emergency generator, electrical controls, electrical service entrances, and SCADA, among other improvements.



James Papadimitriou, PE

SENIOR PROJECT MANAGER

Project Assignment: I&C Engineer

Education

B.E, Engineering
Science/Electrical
Engineering, Hofstra
University

Professional Registration

Florida
Connecticut
Massachusetts

Experience

32 Years

Joined Firm

2014

Coursework

Intellution, Wonderware,
Allen-Bradley Drives, C/C++,
Visual Basic, CADKEY

Training/Certificate

OSHA 10-hour
Construction Safety
Confined Space Training

Professional Affiliations

International Society of
Automation, Section
President

Robotics & Mechatronics
Engineering Technology
Industrial Advisory Board
Member

Water Environmental
Association – Energy
Committee Member

Role Description & Experience Summary

Jim will serve as the Discipline for Lead Instrumentation and Controls (I&C) for this contract. In this role, he will be responsible for performing the I&C design for this project, including the develop of the plans and specifications. Jim has more than 28 years of experience in the design, application, implementation, and startup of instrumentation and process control systems for the water and wastewater facilities.

Relevant Project Experience

Lift Station 253 Upgrade, Polk County, FL

Instrumentation engineer for upgrade that includes new pump controls consisting of VFDs) as well as a separate remote terminal unit (RTU) panel.

NERWWTF Clarifier Addition, Polk County, FL

Instrumentation engineer providing design services for the upgrade and integration of new primary clarifiers, screening wash presses, RAS/WAS and scum pumps.

Ardice Water Treatment Plant Improvements, Eustis, FL

Senior Instrumentation Engineer for upgrades to the 6.28-MGD WTP.

Lift Station 45 Rehabilitation, Orlando, FL

I&C and SCADA QA/QC engineer for major rehabilitation of one of the City of Orlando's largest pump stations, including all new I&C and SCADA equipment to control the quadraplex pump station, odor control system, and backup electrical generator.

Marina Lift Station Upgrades, Titusville, FL

Instrumentation Engineer for new lift station that included a new concrete wet well, two 7.5-hp pumps, force main, and electrical and controls systems.

JEA East Grid Pump Station Upgrade Program, Jacksonville, FL

Senior Instrumentation Engineer for the upgrade and integration of three new wastewater pump stations as part of a multiyear project. Includes local PLC control for duplex or triplex pumping stations with integration of VFDs and instruments onto a local Profibus network.

Knox McRae Master Lift Station Replacement, Titusville, FL

Sr. Instrumentation Engineering for design of upgrades of new lift station. Instrumentation includes local PLC-based control for four new VFD-driven pumps, a local OIT operator interface, and a radio-based RTU integrated into City's telemetry and SCADA system.

Northwest Quadrant Extension, Citrus County, FL

Senior instrumentation engineer for design of new lift stations to provide new sewer service to the northwest quadrant of the County.



Don McCullers, COA

SENIOR PROJECT MANAGER

Project Assignment: I&I and Condition Assessment

Professional Registration

Class A WWTP Operator (FL)
PACP, MACP, LACP Trainer

Experience

45 Years

Joined Firm

2020

Professional Affiliations

Florida Water and Pollution
Control Operators Association

Florida Water Resources
Association

Water Environment
Federation (WEF)

North American Society for
Trenchless Technology

National Association of
Sewer Service Companies
(NASSCO)

International Pipe Bursting
Association

American Water Works
Association (AWWA)

Publications

“Horizontal Directional Drill a
16-inch Force Main Under
Clearwater Harbor: A Case
Study,” Florida Water
Resources Journal,
McCullers, D., Murrin, L.,
O’Brien, K., Modjeski, D.,
O’Connor, D., 2002

“CMOM: Does it Work?
Clearwater’s Program
Performance History,”
Florida Water Resources
Journal, McCullers, D., 2010

Role Description & Experience Summary

Don will serve as the I&I and Condition Assessment Specialist for this contract. In this role, he will lead the execution of investigations and designs as well as the development of plans and specifications for wastewater collection systems, potable water systems, and reclaimed water systems. Don has over 43 years of experience in water and wastewater systems. Don is a certified trainer under NASSCO’s Pipeline Assessment and Certification Program (PACP) and is an expert in sanitary sewer system evaluations and rehabilitation projects.

Relevant Project Experience

Drew Park Collection System I/I Investigation, Tampa, FL

Project Manager for evaluation of the Drew Park Collection System which included review of historical data and limited field services including manhole inspections and night flow isolations.

JEA Collection System Inspection & I/I Evaluation, Jacksonville, FL

Project Manager for an I/I analysis of a section of the gravity sewer system. This project included 123 manhole inspections following Level II NASSCO MACP standards and with the use of CleverScan technology.

JEA Greenland Pipeline Program, Jacksonville, FL

Technical Advisor for a project that includes design of 21,000 LF of new 24-, 36-, and 42-inch force main including several major horizontal directional drills under interstate highways and sensitive environmental lands.

JEA NASSCO Manhole Inspections, Jacksonville, FL

Project Manager for project that involves scanning and coding of approximately 3,000 manholes over 3 years. Scanning is being performed by Wright-Pierce’s field Services staff using the Clever Scan 3D scanner.

Lime and Huey Lift Station & Force Main, Tarpon Springs, FL

Project Manager for the design of the replacement of an aging lift station and associated force main with a new duplex station which includes a larger wet well, larger capacity pumps and new controls.

19th Ave. Water/Wastewater/Reclaimed Pipelines, Hillsborough County, FL*

Senior Project Engineer provided design to support construction of 14,000 LF of 24-inch potable water main, 16,000 LF of 20- and 30-inch reclaimed water main, and 18,000 LF of 24- and 36-inch wastewater force main.

*Experience from previous employer



William G. Young, COC, MPA

CLIENT SERVICES/OFFICE MANAGER

Project Assignment: Plant Operations & Management

Education

M.P.A., University of North Florida

B.A., Political Science, University of Florida

Certifications

Class C Drinking Water Operator (FL)

Experience

36 Years

Joined Firm

2021

Professional Affiliations

American Water Works Association/Florida AWWA: Previous Board of Governors and State Chairman

Florida Water Environmental Association

Florida Water & Pollution Control Operators Association

Awards

Roy W. Likins Scholarship, Florida AWWA – 1993

Robert L. Claudy Award for Dedication, Devotion, and Professionalism to Water Quality Industry, Florida AWWA – 2019

George Warren Fuller Award, Florida AWWA – 2021

Presentations

“St. Johns County: Responding to Economic Challenges,” AMWA Conference – 2010

Role Description & Experience Summary

As Plant Operations and Management Specialist, Bill will provide O&M recommendations for PCU’s plants or for the utility as a whole. Bill is an expert in water and wastewater treatment facility operations, distribution and collection systems, and asset management. Bill is a licensed drinking water operator with over 35 years of experience in water, wastewater, and reuse systems, and also brings the unique experience of being the Director for St. Johns County Utilities for 23 years.

Relevant Project Experience

Operation Efficiency Analysis, Tarpon Springs, FL

Investigating and providing recommendations to improve the efficiency of daily operations of the City’s collection, distribution, and treatment systems for its water, wastewater, and reclaimed water utilities. Review includes GIS maps, operating conditions, and force main discharge locations.

WWTF Biosolids Dewatering System Upgrade, Jacksonville Beach, FL

Upgrade of existing belt filter press dewatering building at 4.5-MGD WWTF. Design of new dual train dewatering system, new building, instrumentation and controls, and odor control system.

JEA Northwest WWRf Conceptual Engineering, Jacksonville, FL

Site evaluation and design guidance for a new WWRf. Project includes development of conceptual site layout, utility routing, and process flow diagrams.

Northwest Utilities WTP Upgrades & Wellfield Expansion, St. Johns County, FL*

Oversaw the expansion of the Northwest WTP from 3 MGD to 6 MGD. The facility uses aeration, chlorination, and pH adjustment to treat groundwater. Addition of two new wells.

Well TR-42, St. Johns County, FL*

Oversaw the Investigation, testing, hydraulic modeling and pump selection, and electrical/control design for well TR-42. The well was drilled to a depth of 395’, with an outside casing diameter of 14” and a rated capacity of 900 GPM.

State Road 16 WWTF Improvements, St. Johns County, FL*

Oversaw the upgrade to the WWTF, which included using new membrane technology to replace the facility’s aging sand filters.

Service Area Lift Station Upgrades, St. Johns County, FL*

Oversaw ongoing upgrades to over 400 lift stations. Projects included general R&R due to stations’ ages, installation of emergency generators as needed, and upgrades to promote system sustainability.

*Experience from previous employer



Eben I.B. Spalding, PE

PROJECT ENGINEER

Project Assignment: Construction Administration

Education

B.S., Civil and Environmental Engineering, University of Massachusetts Amherst

Professional Registration

Florida

Experience

8 Years

Joined Firm

2016

Project Role & Experience Summary

Eben will provide construction administration services for this contract. He will assist the project team with shop drawing reviews, manufacturers' O&M reviews, general CA coordination, construction meetings, responses to requests for information (RFIs), field observation, punch list development, and project closeout tasks, depending on the project. Eben provides engineering, hydraulic modeling, and GIS services for water distribution and wastewater systems, including pumping stations and treatment facilities. He assists with field data collection and preparations of reports and design plans.

Relevant Project Experience

Lift Station 253 Rehabilitation, Polk County, FL

Project engineer for design of upgrades that include new piping, new triplex pumping system, new electrical system and emergency generator, new flow meter, and miscellaneous yard piping, structural and civil site improvements.

Lift Station 45 Replacement, Orlando, FL

Project engineer in the replacement of the 8.3-MGD lift station. Project includes conversion of existing dry well into a wet well; installation of new pumps; new electrical building and generator; and new PLC controls with radio telemetry.

Conserv II WRF Sub-Areas 1 and 2 Hydraulic Modeling, Orlando, FL

Project engineer in the development of a hydraulic model. Provided recommended improvements to lift stations and force mains within the Water Conserv II Water Reclamation Facility Sub-Areas 1 and 2 services areas.

Storey Park Master Pump Station, Orange County, FL

Project Engineer for the design of a new 5.76 MGD submersible pump station. The new station consists of a split wet well with space for six submersible pumps, new electrical building and diesel emergency generator; bio-trickling filter odor control system; and new PLC controls with radio telemetry to SCADA system.

JEA Pompano Drive Lift Station, Jacksonville, FL

Project engineer in the design of a replacement 600-gpm duplex wastewater lift station. Assessed current and future flows for the service area tributary to the lift station. Performed drawdown tests and developed a hydraulic model.



Robert P. Goulet

SENIOR ELECTRICAL TECHNICIAN

Project Assignment: Master Electrician

Education

Electrical Apprenticeship,
IBEW

Professional Registration

Master Electrician, NH

Experience

32 Years

Joined Firm

2019

Professional Certifications

OSHA 30-hour

Rockwell Automation PLC
Training; MYR

Group Leadership Training;
NECA Project Management
and Estimating Seminars

Role Description & Experience Summary

Bob will serve as the Master Electrician for this project. In this role, he will assist with the execution of facility evaluations, review of records and drawings, and construction observation. Bob is an experienced inspector and Master Electrician with technical expertise in electrical and I&C systems. He has specific experience with design, troubleshooting, and installing complex motor control/relay ladder logic for control systems; I&C systems; power distribution; branch circuitry; protection relays; generators with transfer and paralleling gear of up to 2MW; and lighting.

Relevant Project Experience

NERWWTF Clarifier Addition, Polk County, FL

Design of two new secondary clarifiers to increase plant capacity. Project involved maintaining continuous operation of the existing treatment process while constructing and commissioning all new electrical distribution systems and loads.

Westside Dewatering Facility Upgrade, Daytona Beach, FL

Provided CEI services for dewatering facility upgrade. Oversaw installation and startup of power and control systems associated with two new belt filter presses. Confirmed compliance with all project documents, including plans and specifications.

East Grid Pump Station Program, JEA, Jacksonville, FL

Electrical Field Technician for upgrades to six pump stations. Made site visits to four pump stations to develop single line diagrams of existing electrical systems to facilitate design. Evaluated existing systems and suggested upgrades.

Wastewater Treatment Facility Phase 2 Upgrade, Williston, FL

Senior Inspector for upgrade that included repair of oxidation ditch walls, installation of instrumentation monitoring equipment, improvements to the flow splitting structure, new tertiary sand filter, intermediate pump station, carbon addition system, and ancillary facilities. Also renovated Electrical Building, replaced existing motor control center, and repaired emergency generator.

WWTF Power Upgrades, Naugatuck, CT

Provided onsite evaluation for the existing 15 KV, three-phase, pad-mounted, outdoor air-operated main load break switches due to complete electrical failures. Equipment required significant modifications to eliminate the failures. A final recommendation, cost estimate, and design was submitted to perform this work.

Solids Train Handling Upgrade, Manchester, NH

Facility improvements associated with this project include new rotary drum thickeners, various storage tanks and pumps, and ancillary heating, ventilation, odor control, electrical and instrumentation improvements.



Jessica Richard

STRATEGIC FUNDING MANAGER

Project Assignment: Funding Specialist

Education

B.S., Political Science/History,
University of Massachusetts
Lowell

Experience

23 Years

Joined Firm

2022

Professional Affiliations

American Planning
Association (APA)

American Water Works
Association (AWWA)

Water Environment
Federation (WEF)

Role Description & Experience Summary

As the Funding Specialist, Jess will lead our team in identifying additional funding sources for any projects under this contract to minimize the overall project cost for PCU. Jess has over 20 years of municipal planning and financing experience assisting in the development of long-term capital improvement and project financing plans and working to maximize the capture of agency financing. She has created program management frameworks and financing plans for infrastructure, community, and economic development projects and worked with all levels of federal, state, regional, and municipal government staff on funding issues, legislation, and the development and implementation of capital improvement plans.

Relevant Project Experience

Technical/Program Manager, A/E/C Engineering Firm*

Jessica led a team of funding specialists who worked with municipalities and utilities to leverage federal and state funding for our clients. Over the last five years, the team applied for \$2.97 billion in grants and loans totaling roughly \$4.05 billion in project costs. Approximately \$1.66 billion in grants/loans were awarded to clients. Jessica provided a comprehensive approach utilizing numerous funding programs to realize the total project potential.

Economic Development/Community Development*

As a Strategic Funding Manger, Jessica assisted communities in MA, IL, MO, CT, and ME successfully apply for over \$5,000,000 in CDBG and CDBG – DR grants. Jessica provides funding and technical support for projects that meet the CDBG National Objectives: benefiting low and moderate-income persons, eliminating slum and blight, or addressing an urgent need. She assists communities develop competitive applications to implement community and economic development projects.

Environmental Planner, A/E/C Engineering Firm*

Monitored, researched, analyzed, interpreted, and disseminated federal and state legislation, agency regulations and guidelines, and compliance requirements. Prepared and submitted federal and state grant and loan applications - State Revolving Loan Fund, USDA/Rural Development Grant and Loan Applications, Massachusetts Public Works Economic Development (PWED) Applications, FEMA Hazard Mitigation Assistance, EPA Earmarking/STAG Grants, Community Development Block Grants (CDBG). Developed and coordinated Comprehensive Wastewater Management Plans and Environmental Impact Reports (CWMP/EIRs) for municipalities

*Experience from previous employer



Godwin Nnadi, PhD, PE

NADIC ENGINEERING SERVICES OPERATIONS MANAGER

Project Assignment: Geotechnical Engineering

Education

Ph.D. Civil Engineering,
Queens University

M.S. Civil Engineering,
Purdue University

B.S Mining/Geological
Engineering,
University of Nevada

Professional Registration

Florida
Canada
Nigeria

Experience

41 Years

Joined Firm

2002

Publications

Nnadi, G.N., I. Kinnear, J.D.
Hussin & S. Flood, 2001. A
Case Study of Ground
Improvement for a Major
Power Plant in Jacksonville,
Florida. Proc. of a Specialty
Conference: Foundations
and Ground Improv.
Blacksburg, Virginia, June 9-
13.

G.N. Nnadi & Nnadi, F.N.,
1996. Pipe Rehabilitation
Technology without
Excavation, 3rd African-USA
Conference on
manufacturing technology,
August 12-15, Accra, Ghana.

Project Role & Experience Summary

Godwin will serve as the geotechnical engineer for this contract. He has more than 41 years of experience in geotechnical and geo-environmental engineering applications related to various fields, including civil, transportation, industrial, and environmental projects. He has authored and co-authored over 14 publications and was an adjunct professor at University of Central Florida in the Civil & Environmental Engineering Department.

Relevant Project Experience

City Hall Pavement Evaluation, Wildwood, FL

Project consisted of geotechnical evaluation for repair of cracked concrete floor in the City Council Chamber Room of city hall. Performed ground penetrating radar (GPR) scan of the room, coring of the slab, hand auger borings, and dynamic cone penetrometer testing.

Bates Avenue Wastewater Treatment Facility Expansion, Eustis, FL

Project to design and construct a third aeration tank and fourth secondary clarifier at the Bates Avenue Wastewater Treatment Facility (WWTF). Provided geotechnical evaluation of soil and groundwater conditions at location of proposed aeration tank and fourth secondary clarifier.

Northwest WRF Rapid Infiltration Basin (RIB), Apopka, FL

Geotechnical evaluation for the replacement of the existing liners in 15 RIBs in the Northwest Water Reclamation Facility (WRF) with HDPE slope liners. This project site is located off West McCormick Road near Lake Marden and Lake Cora Lee in Apopka.

Alden Road Stormwater Project, Orlando, FL

Project Manager responsible for geotechnical evaluation for investigation of soil and groundwater conditions. Also provided guidance for the design and construction of French drain installation along Alden Road between Magnolia Avenue and Highland Avenue.

South Water Reclamation Facility Phase V Improvements, Orange County, FL

Project Manager responsible for geotechnical evaluation for the South Water Reclamation Facility (SWRF) Phase V Improvements project. This project consisted of improving operational reliability, replacing aging equipment, providing additional office space for maintenance personnel, and repairing and rehabilitating structural concrete. SWRF is an advanced wastewater treatment facility with a permitted capacity of 43.0-MGD annual average daily flow (AADF) with ongoing construction to increase its capacity to 56 MGD AADF.





Mike Patterson, PSM

ECHO UES INC. VICE PRESIDENT

Project Assignment: Survey & SUE Services

Education

B.S., Surveying, Pennsylvania State University

Professional Registration

Florida Professional Surveyor & Mapper – LS 6560

Experience

22 Years

Joined Firm

2017

Professional Affiliations

Florida Surveying & Mapping Society

Florida Engineering Society

American Society of Civil Engineers

Role Description & Experience Summary

Mike will provide survey and SUE services for this contract. Mike has over 22 years of experience providing surveying, mapping, and subsurface utility engineering (SUE) professional services on a multitude of transportation projects throughout Florida. He began his career working as a survey technician and now oversees large SUE contracts for FDOT D7 & D1. His experience has helped him develop standards and procedures for field and office work leading to increased efficiency and quality of the deliverables while promoting safety. He will serve as a Senior Surveyor on this contract and assist the team with the oversight of the field and office efforts. Using his breadth of experience, he will provide insight into the project's life cycle, from scope development through final deliverable.

Relevant Project Experience

NERWTF Clarifier Addition, Polk County, FL

Survey/SUE services for addition of two new 100-foot diameter secondary clarifiers to increase the plant clarification capacity and improvements to the headworks.

Tampa Bay Water Digital Imagery and Remote Sensing Services, Tampa, FL

Served as Senior Surveyor. ECHO provided subsurface utility engineering and surveying services for the GPI team and collected, processed, and delivered digital multispectral remote sensing imagery acquired by various systems over the entire project area.

Lower Peninsula Stormwater Design-Build Improvements, Tampa, FL

Worked as Senior Surveyor. ECHO provided subsurface utility engineering and surveying services for the Atkins/Kimmins design-build team. ECHO collected subsurface utility engineering (SUE) data early during the design process to understand the site constraints and validated the information collected over the course of the project to help resolve utility issues that would have been found during the design and construction phases.

Tipin Sludge Piping Project, Tampa, FL

Served as Project Manager overseeing the design survey, designating (CI/ASCE 38-02 Quality Level B), and locating (CI/ASCE 38-02 Quality Level A) of subsurface utility engineering efforts to support the Engineer of Record with the final design and construction.

Boyette Road Reservoir Installation, Pasco County, FL

Survey Lead for project installing reclaimed water main 1,600 feet north of project's entrance. ECHO provided vacuum excavation services to assist the Engineer of Record in determining corridor.



Jason Stanley

ECHO UES INC. VICE PRESIDENT OPERATIONS

Project Assignment: Survey & SUE Services

Education

A.S., Design Technology, ITT
Technical Institute

Experience

23 Years

Joined Firm

2017

Certifications

Florida Department of
Environmental Protection,
Erosion and Sedimentation
Control License No. 435

Role Description & Experience Summary

Jason will provide survey and SUE services for this contract. Jason has 23 years of civil engineering, construction, and survey operational and technical support experience working with a wide range of clients in both the public and private sectors. His experience includes project management, finance, SUE, surveying and mapping, utility/roadway design and construction, water/wastewater treatment and nuclear energy plants, permitting, and construction claims.

Relevant Project Experience

Polk NERWWTF Clarifier Addition, Polk County, FL

Served as the SUE Project Manager for this clarifier addition project. ECHO's services include the designating (CI/ASCE 38-02 Quality Level B) and locating (CI/ASCE 38-02 Quality Level A) of SUE. Project included supporting survey services to map the horizontal and vertical position of underground utilities supporting the design of the new clarifier system.

Water Reclamation Facility Biological Improvement Projects, Largo, FL

Served as the SUE Project Manager for this water reclamation facility project. ECHO's services include the designating (CI/ASCE 38-02 Quality Level B) and locating (CI/ASCE 38-02 Quality Level A) of SUE. Project included supporting survey services to map the horizontal and vertical position of underground utilities to support the engineer-of-record's efforts during construction operations.

Pre VE-Design Largo Wastewater Treatment Plant, Largo, FL

Served as the SUE Project Manager for this wastewater treatment plant project. ECHO's services include the designating (CI/ASCE 38-02 Quality Level B) and locating (CI/ASCE 38-02 Quality Level A) of SUE and supporting survey services to map the horizontal and vertical position of underground utilities.

Glendale Chlorine Contact Chamber & Effluent Pump Stations, Lakeland, FL

This project consists of the funding, design, permitting, bidding, and construction and resident services for a chlorine contact chamber and improved pumping at the Glendale WRF in Lakeland, FL. ECHO provides survey and subsurface utility engineering services, and Jason serves as the SUE Lead.

W.E. Dunn WRF Electrical Improvements, Tarpon Springs, FL

SUE Project Manager for a project where ECHO provided SUE and topographic survey services for the W.E. Dunn Water Reclamation Facility. Services provided under this contract included the designating and locating of underground utilities utilizing surface geophysical instruments and vacuum excavation for a 7-acre site.



Michael Howe

BARNES, FERLAND, & ASSOC. SR. ENVIRONMENTAL SCIENTIST

Project Assignment: Environmental Services

Education

M.S., Aquatic Ecology,
Limnology, Microbial
Ecology, University of
Alabama

B.S., Zoology,
University of Ohio

Professional Certifications

Authorize Tortoise Gopher
Agent

Qualified Stormwater
Management Inspector

Experience

27 Years

Joined Firm

2015

Role Description & Experience Summary

Michael will provide environmental services related to environmental permitting, assessments, and related ecological services for this contract. Michael is a project manager and ecologist with more than 27 years of scientific and technical consulting experience that includes environmental and biological monitoring and assessments, assessment of ecosystems responses, and environmental permitting support. His areas of specialization include wetland impact and mitigation functional assessment; wildlife management planning and ecology; vegetation monitoring and water quality monitoring; watershed studies; and wetland and wildlife impact permitting.

Relevant Project Experience

STOPR Group Water Supply Monitoring Program, Various Locations, Central FL

Senior Environmental Scientist for annual vegetative transect monitoring for 39 sites during five dry season events for the STOPR Group, which includes City of St. Cloud, Toho Water Authority, Orange County, Polk County, and Reedy Creek Improvement District. Completed annual qualitative and quantitative vegetation monitoring, trend analysis, and photostation documentation within each wetland system as required by the STOPR Water Use Permit. Each plant species identified along the transect line was also assigned an indicator status and an invasive species category, if applicable. Provided annual review and evaluation of the changes in vegetation within each wetland system.

Watershed Studies, Various Clients & Locations, FL

Senior Environmental Scientist for numerous watershed studies in Central Florida to help clients identify water quality runoff hot spots and areas with potential flooding concerns. Specific tasks included conducting field reconnaissance and survey of stormwater infrastructure, GIS mapping services, preparation of stormwater runoff and pollutant load estimates to prioritize BMP development, BMP conceptual designs, BMP cost estimates, and report preparation.

Wetland & Wildlife Studies, Various Clients & Locations, FL

Senior Environmental Scientist for ecological documentation for the Florida ERP application submittals to FDEP, various state WMDs, and local county and municipalities. Conducted wetland delineations, post-compliance wetland monitoring, wetland management, and wildlife surveys. Performed wetland impact and mitigation functional assessments. Prepared dredge and fill sketches, wetland mitigation and restoration plans, and wildlife management plans. Specific management plans include those for gopher tortoise, sand skink, Eastern indigo snake, Florida sand hill crane, American bald eagle, Florida scrub jay, wood stork, Audubon's crested caracara, and Florida scrub morning glory.



Brian J. Megic, PE, D.WRE

LIQUID SOLUTIONS GROUP: PRINCIPAL ENGINEER

Project Assignment: Hydrogeology

Education

M.E., Civil Engineering,
University of Florida

B.S.C.E., Civil Engineering,
University of Florida

Professional Registration

Florida
Texas

Experience

25 Years

Joined Firm

2008

Role Description & Experience Summary

Brian will serve as a hydrogeology subconsultant for this project. He has worked as a water-resources engineer in Florida for 25 years, performing water resource evaluations; groundwater, surface water, and statistical modeling; and water, wastewater, and reclaimed water planning, permitting, and design.

Relevant Project Experience

Northwest Regional Reclaimed Water Master Plan, Polk County, FL

Senior Engineer developing a daily continuous simulation model of the PCU's reclaimed water system to identify the supplemental supply and reclaimed water management needs of various future reuse system expansions and to assist in the development of an operational protocol for the ASR system.

Aquifer Recharge/RIB Feasibility Study, Polk and Hillsborough Counties, FL

Project to identify indirect aquifer recharge options (such as RIBs) to increase water supply using the SWFWMD's DWRM model to assess the benefit of recharge sites.

160-Acre Site Alternative Water Supply, Toho Water Authority, FL

Project Engineer for the permitting, design, and modeling for a RIB expansion of over 5 MGD associated with increased recharge. The work includes preparation of design documents for the components, elements, details, materials of construction and other information required to construct, test, and operate the RIBs. The effort also includes FDEP environmental resources, Osceola County, and water use permitting.

Northwest WRF Reclaimed Water Expansion/New RIBs Orange County, FL

Local and sub-regional groundwater flow modeling performed in support of permitting and design of two innovative treatment wetland/lake augmentation projects (Lake Marden and Lake Cora Lee) and new RIBs at OCU's NWRF increasing the system's aquifer recharge capacity from 4.5 to 8.8 MGD AADF.

Old Winter Garden Road RIB Site, Orange County, FL

Planning, groundwater flow modeling, permitting and design of OCU's Old Winter Garden Road RIB Site (0.3 MGD).

Gotha Stormwater Reuse Evaluation, Orange County, FL

Conceptual-level evaluation of alternatives project for OUC to divert excess stormwater from five water bodies in western Orange County for both stormwater management and water supply purposes (reuse system augmentation).

South Water Reclamation Facility CAR Update, Orange County, FL

Capacity Analysis Report for the South Water Reclamation Facility in support of a FDEP wastewater operational permit renewal. Project also included updating the NPDES Multi-Sector General Permit for the facility.



Mark B. McNeal, PG

ASRUS CHIEF EXECUTIVE OFFICER

Project Assignment: Wells & Water Supply

Education

B.S., Geological Engineering, Brigham Young University

Professional Registration

Florida

Experience

37 Years

Joined Firm

2006

Role Description & Experience Summary

Mark will be the subconsultant Wells and Water Supply Specialist for this contract. Mark has decades of experience in hydrogeologic investigations in Florida, including project management of ASR, reuse, deep well injection, and water supply projects; design and permitting; well construction inspection; data analysis; geophysical logging and interpretation; aquifer pumping test design and analysis; system startup; and well rehabilitation activities, mechanical integrity testing, and operational cycle testing. He is well known with FDEP and EPA Region IV for unique approaches and strategies in UIC permitting.

Relevant Project Experience

Reclaimed Water ASR, Polk County, FL

Assisted the County with demonstrating feasibility of reclaimed water ASR at the Northwest wastewater treatment plant (WWTP). Due to the extended depth of fresh water at this site, the ASR system is designed to utilize the LFA to a depth of 2,944 feet, the deepest ASR well worldwide. Considerable hydrogeologic data were collected throughout the LFA. Provided construction oversight. The County received FDEP authorization to begin cycle testing, which began in October 2014.

Reclaimed Water ASR, Manatee County, FL

Senior Hydrogeologist for a project to evaluate and implement a reclaimed water ASR program. Provided significant input into the permitting of the initial reclaimed water ASR well in the county. Continues to support the County's reclaimed water ASR program, recently assisting with permitting activities to resume cycle testing at this site.

Potable Water ASR and Aquifer Recharge, Bradenton, FL

ASRus is the prime consultant providing permitting, design, and construction services for the ASR expansion for the City at its Evers Reservoir WTP. Served as the Senior Hydrogeologist for this project, which will expand the City's ASR program by up to three additional ASR wells and up to 6 MGD of additional capacity. Also prepared a feasibility study for a Class V aquifer recharge well at its WWTP and assisted the City with SWFWMD cooperative funding for this well.

Aquifer Recharge System, Hillsborough County, FL

Actively working with the County since 1994. Represented the County when approaching FDEP about storing the County's highly treated reclaimed water in a brackish aquifer. The outcome of this meeting resulted in aquifer recharge and ASR programs in Hillsborough County and throughout Florida. Had active roles in the County's recharge projects, including SHARP, SHARE, NHARP, and various reclaimed water ASR projects.





Alice Ramos

THE VALERIN GROUP, INC. COMMUNITY OUTREACH SPECIALIST

Project Assignment: Public Outreach

Education

High School Graduate

Experience

24 Years

Joined Firm

2011

Role Description & Experience Summary

Alice will provide public relations and outreach services for this contract. Alice is a seasoned communications professional with 24 years of experience in developing communications and outreach plans, creating and distributing collateral materials, and coordinating and conducting public meetings and special events. Alice is bilingual in English and Spanish and is an accomplished Spanish interpreter.

Relevant Project Experience

General Engineering Contract Public Information Services, Bartow, FL

Provided in-house public information services for FDOT Bartow Operations for roadway construction projects throughout the district. Her responsibilities included attending progress meetings, visiting project site, community engagement/issue resolution, and maintaining a customer contact log

Dale Mabry Wastewater Diversion Project (Phase I – Design-Build), Tampa, FL

This Hillsborough County project retired and removed the aging Dale Mabry Wastewater Treatment Plant (WWTP) and consolidated treatment at the Northwest Regional Water Reclamation Facility (WRF). Led public outreach; attended HOA and special interest group meetings; coordinated and conducted public meetings and open houses; developed and distributed fact sheets, newsletters, notifications, and door hangers; and provided content/updates to the County's website.

Dale Mabry Wastewater Diversion Project (Phase II – Design-Build), Tampa, FL

Phase II of a project that included building a new pump station and the demolition and removal of the retired components of the Dale Mabry Facility. Served as one of Valerin's communications professionals, providing public information and community outreach for this project.

Design Criteria Professional (DCP) Contract, Tampa, FL

This Hillsborough County contract provides design criteria oversight for the Northwest Regional WRF Expansion project. Provided public outreach support to the Design-Build team's public outreach representative. Role included attending community events and interfacing with members of the public in disseminating project information concerning scheduled activities, timelines, and detours.

North Palm River Drinking Water Project, Hillsborough, County, FL

Lead Public Relations Professional for project involving design, permitting, and construction of more than five miles of 6-inch and 8-inch-diameter pipeline. Responsible for coordinating and conducting public meetings, preparing and distributing project collateral, meeting with residents and property owners, responding to inquiries, and developing and maintaining a stakeholder database and communications log.

4

Locations Supporting this Project

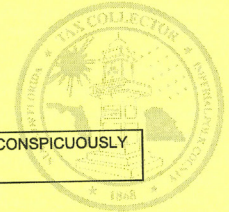
Wright-Pierce will serve the County primarily from our Lakeland office, with support from our Maitland and Tampa locations as needed. We established our Lakeland office in 2017 to provide engineering services to municipalities in Polk County as we have to clients across Florida and the Northeast for 75 years.



Lakeland Office – Polk County

122 E. Main Street #238
 Lakeland, FL 33801
 800.422.1095

POLK COUNTY LOCAL BUSINESS TAX RECEIPT	
ACCOUNT NO. 205669	CLASS: B+ EXPIRES: 09/30/2023
OWNER NAME	LOCATION
LAURA J RILEY	125 E MAIN ST Suite 238 LAKELAND
BUSINESS NAME AND MAILING ADDRESS	CODE ACTIVITY TYPE
WRIGHT-PIERCE INC WRIGHT-PIERCE INC 11 BOWDOIN MILL IS SUITE 140 TOPSHAM, ME 04086	540190 PROFESSIONAL ENGINEER PROFESSIONAL LICENSE (IF APPLICABLE) -
OFFICE OF JOE G. TEDDER, CFC * TAX COLLECTOR	THIS POLK COUNTY LOCAL BUSINESS TAX RECEIPT MUST BE CONSPICUOUSLY DISPLAYED AT THE BUSINESS LOCATION
PAID - 939965 09/20/2022 OPY OLP 57.75 WRIGHT-PIERCE INC	



5

Commitment to Supplier Diversity

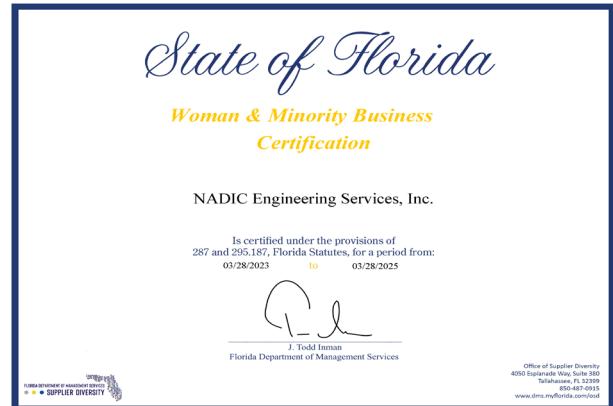
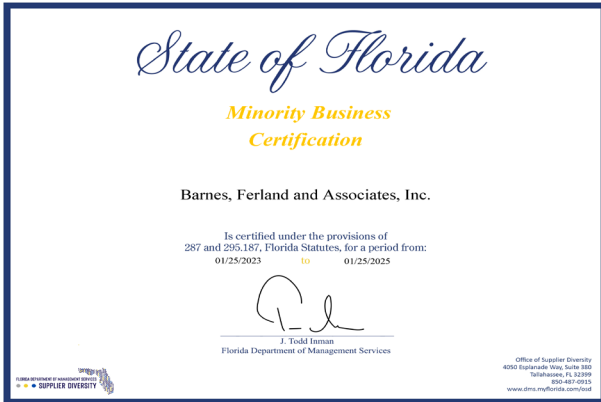
Although Wright-Pierce is not a Certified Woman- or Minority-Owned Business Enterprise (W/MBE), **five of our subconsultants for this contract—BFA, Nadic, ECHO, Valerin, and LSG—are W/MBEs.** We are committed to the utilization of such firms as part of our project teams. This commitment is demonstrated through the fact that we typically exceed minimum W/MBE goals set by the contracting municipalities and regularly use W/MBE firms even when not required by

a municipality. In the table below, we provide a sample of ongoing projects for which we exceed the W/MBE utilization goal.

Verification of the W/MBE status of our proposed subconsultants for this contract are included on the proceeding page.



Client	Project	% Required	% Committed	# WMBE Firms Used
City of Eustis	Ardice WTP	0	16.1	4
Citrus County	Northwest Sewer Extension	0	8.0	1
City of Titusville	Mourning Dove WTP	0	15.0	4
City of Titusville	Marina LS Upgrade	0	10.5	2
City of Titusville	Causeway LS Upgrade	0	13.2	2
City of Orlando	Lift Station 45	24	27.4	6
Orange County	Storey Park Master Lift Station	27	36.9	5
JEA	SWUSA I&I Study	10	11.3	2
JEA	East Grid Pump Station	10	24.8	4





Relationships Beneficial to the County

We believe the best way to demonstrate the specialized qualifications of our proposed staff in meeting the scope of services for this contract is by presenting real examples of our success in working with Polk County Utilities (PCU) on various permitting and other legal efforts. The core members of our team bring **superior knowledge and experience with local regulatory agencies, as demonstrated in our successful results in working for PCU**. Below are examples of this experience.

Katie Gierok has worked with the member governments of the PRWC for several years. Her experience, expertise, relationships developed across PRWC member governments, and familiarity with PCU's water supply issues will be a benefit to PCU as you look to implement joint projects with PWRC.

Dennis Davis has worked closely with PCU staff since 2003 on over 100 projects. Many of these projects required navigating PCU's permitting process. Additionally, last year Dennis identified the FDEP Wastewater Grant Program as a new opportunity for substantial funding for several of PCU projects. Working with PCU staff, Dennis prepared three grant applications for three projects.

Greg Taylor has a great deal of permitting experience throughout Central Florida. He worked closely with PCU's staff on the design and permitting of the Central Regional Water Production Facility. During that process, he worked with Gerald Robinson and Kevin King with the Florida Department of Health in PCU to obtain the FDEP permit to construct the new water treatment plant and water distribution system piping. He also worked with Jacki Champion and Steve Thompson at FDEP on the Environmental Resource Permit and with the PCU's Land Development Division to obtain the required development permits for the project. These efforts were highly successful with no requests for additional information from the permitting agencies.

Chris Baggett has been recognized as a hydraulics expert by PCU and has assisted PCU with many hydraulic issues in the Southwest Regional Utility Service Area (SWRUSA). While working on the Imperial Lakes WTP Project, Chris was invited to another consultant's project meeting for work that had the potential to impact the Imperial Lakes Project. The other consultant was designing emergency PRVs in the system that would impact the WTP. Chris listened to the PRV and water systems goals expressed by PCU's staff, thought about the water quality flushing that would be associated, and suggested another option that satisfied all goals and eliminated water quality flushing. PCU's project manager, Greg Hentschel, recognized the advantages and changed the direction of the project based on Chris's recommendations. Chris's willingness to strategize and cooperate on projects has been a significant benefit to PCU on this project and many others.

Wright-Pierce's clarifier addition project at the NERWWTF demonstrates our ability to work with both PCU staff and regulatory entities to complete a successful project. Developing strong relationships with many PCU stakeholders led to success in many areas of our project approach. For example, we leveraged our relationships with the Polk County Engineer and Land Development Division staff to expedite the County's site development permitting process on the clarifier addition project. We coordinated a preapplication meeting with the various reviewers to gain an understanding of environmental and other permitting requirements, and we made sure to familiarize ourselves with the online permitting portal. During that process, we worked closely with representatives from the Florida Department of Environmental Protection (FDEP) and developed a permit application that was approved without any requests for additional information. Our efficiency in the permitting process helped keep the design schedule on track.



Survey Questionnaire – Polk County

RFP 23-448, Utilities Design Services & Regulatory Services

To: Royce R. Rarick, Water Supply Manager (Name of Person completing survey)
Pinellas County Utilities (Name of Client Company/Contractor)
 Phone Number: 727-453-6992 Email: rrarick@pinellas.gov

Subject: Past Performance Survey of Similar work:
 Project name: Continuing Services Contract Projects & Gulf Beach Booster Station Improvements
 Name of Vendor being surveyed: Wright-Pierce, Inc.
 Cost of Services: Original Cost: Varies by project Ending Cost: Varies by project
 Contract Start Date: 4/27/2021 Contract End Date: Ongoing

Rate each of the criteria on a scale of 1 to 10, with 10 representing that you were very satisfied (and would hire the Consultant /individual again) and 1 representing that you were very unsatisfied (and would never hire the Consultant /individual again). Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge of past performance in a particular area, leave it blank.

NO	CRITERIA	UNIT	SCORE
1	Ability to manage cost	(1-10)	10
2	Ability to maintain project schedule (complete on-time/early)	(1-10)	10
3	Quality of workmanship	(1-10)	10
4	Professionalism and ability to manage	(1-10)	10
5	Close out process	(1-10)	9
6	Ability to communicate with Client's staff	(1-10)	10
7	Ability to resolve issues promptly	(1-10)	10
8	Ability to follow protocol	(1-10)	10
9	Ability to maintain proper documentation	(1-10)	10
10	Appropriate application of technology	(1-10)	10
11	Overall Client satisfaction and comfort level in hiring	(1-10)	10
12	Ability to offer solid recommendations	(1-10)	10
13	Ability to facilitate consensus and commitment to the plan of action among staff	(1-10)	10

Printed Name of Evaluator Royce R. Rarick
 Signature of Evaluator: *Royce Rarick* 07/18/2023
 Please fax or email the completed survey to: christopher.baggett@wright-pierce.com

Survey Questionnaire – Polk County

RFP 22-067, Professional Engineering Services for Water and Wastewater Improvement Projects – Utilities

To: Chuck Shultz, PE Asst. Dir. (Name of Person completing survey)
City of Orlando Manager (Name of Client Company/Consultant)
 Phone Number: 407.246.2658 Email: charles.shultz@cityoforlando.net

Subject: Past Performance Survey of Similar work:

Project name: Wastewater Lift Station 45 Replacement

Name of Consultant being surveyed:

Wright-Pierce

Cost of Services: Original Cost: \$ 904,465 Ending Cost: \$ 948,714

Contract Start Date: 12/2016 Contract End Date: Ongoing

Rate each of the criteria on a scale of 1 to 10, with 10 representing that you were very satisfied (and would hire the Consultant /individual again) and 1 representing that you were very unsatisfied (and would never hire the Consultant /individual again). Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge of past performance in a particular area, leave it blank.

NO	CRITERIA	UNIT	SCORE
1	Ability to manage cost	(1-10)	
2	Ability to maintain project schedule (complete on-time/early)	(1-10)	
3	Quality of workmanship	(1-10)	
4	Professionalism and ability to manage	(1-10)	
5	Close out process	(1-10)	
6	Ability to communicate with Client's staff	(1-10)	
7	Ability to resolve issues promptly	(1-10)	
8	Ability to follow protocol	(1-10)	
9	Ability to maintain proper documentation	(1-10)	
10	Appropriate application of technology	(1-10)	
11	Overall Client satisfaction and comfort level in hiring	(1-10)	+10
12	Ability to offer solid recommendations	(1-10)	
13	Ability to facilitate consensus and commitment to the plan of action among staff	(1-10)	

Printed Name of Evaluator Chuck Shultz, PE

Signature of Evaluator: *Chuck Shultz* 1-6-2022

Please fax or email the completed survey to: dennis.davis@wright-pierce.com

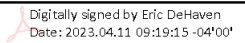
*I find the questions to be subjective; So allow me to state that I have no reservations about assigning projects to and working with Wright-Pierce, Orlando. Chuck Shultz 40
1-6-2022*

Survey Questionnaire – Polk County
RFP 23-177, Professional Engineering Services for ERUSA and CRUSA AWS
Receiving Facilities Projects

To: Eric DeHaven (Name of Person completing survey)
Polk Regional Water Cooperative (Name of Client Company/Consultant)
 Phone Number: 813-323-7061 Email: ericdehaven@prwcwater.org
 Subject: Past Performance Survey of Similar work:
 Project name: Southeast Wellfield Water Production Facility
 Name of Consultant being surveyed:
Wright-Pierce
 Cost of Services: Original Cost: \$1,120,559 Ending Cost: \$1,120,559
 Contract Start Date: 2020 Contract End Date: Ongoing

Rate each of the criteria on a scale of 1 to 10, with 10 representing that you were very satisfied (and would hire the Consultant /individual again) and 1 representing that you were very unsatisfied (and would never hire the Consultant /individual again). Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge of past performance in a particular area, leave it blank.

NO	CRITERIA	UNIT	SCORE
1	Ability to manage cost	(1-10)	9
2	Ability to maintain project schedule (complete on-time/early)	(1-10)	9
3	Quality of workmanship	(1-10)	9
4	Professionalism and ability to manage	(1-10)	10
5	Close out process	(1-10)	
6	Ability to communicate with Client's staff	(1-10)	9
7	Ability to resolve issues promptly	(1-10)	9
8	Ability to follow protocol	(1-10)	10
9	Ability to maintain proper documentation	(1-10)	10
10	Appropriate application of technology	(1-10)	10
11	Overall Client satisfaction and comfort level in hiring	(1-10)	10
12	Ability to offer solid recommendations	(1-10)	9
13	Ability to facilitate consensus and commitment to the plan of action among staff	(1-10)	10

Printed Name of Evaluator Eric DeHaven
 Signature of Evaluator: Eric DeHaven  Digitally signed by Eric DeHaven
 Date: 2023.04.11 09:19:15 -04'00"
 Please fax or email the completed survey to: dennis.davis@wright-pierce.com

Survey Questionnaire – Polk County

RFP 23-448, Utilities Design Services & Regulatory Services

To: Mark Bombard | Asst. Department Director (Name of Person completing survey)

City of Winter Haven (Name of Client Company/Contractor)

Phone Number: 863.291.5853 x 3110 Email: mbombard@mywinterhaven.com

Subject: Past Performance Survey of Similar work:

Project name: Continuing Services Contract Projects & Cypresswood WTP Improvements

Name of Vendor being surveyed: Wright-Pierce, Inc.

Cost of Services: Original Cost: Varies by project* Ending Cost: Varies by project*

Contract Start Date: 4/20/2020 Contract End Date: Ongoing

*See case study

Rate each of the criteria on a scale of 1 to 10, with 10 representing that you were very satisfied (and would hire the Consultant /individual again) and 1 representing that you were very unsatisfied (and would never hire the Consultant /individual again). Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge of past performance in a particular area, leave it blank.

NO	CRITERIA	UNIT	SCORE
1	Ability to manage cost	(1-10)	10
2	Ability to maintain project schedule (complete on-time/early)	(1-10)	10
3	Quality of workmanship	(1-10)	10
4	Professionalism and ability to manage	(1-10)	10
5	Close out process	(1-10)	10
6	Ability to communicate with Client's staff	(1-10)	10
7	Ability to resolve issues promptly	(1-10)	10
8	Ability to follow protocol	(1-10)	10
9	Ability to maintain proper documentation	(1-10)	10
10	Appropriate application of technology	(1-10)	10
11	Overall Client satisfaction and comfort level in hiring	(1-10)	10
12	Ability to offer solid recommendations	(1-10)	10
13	Ability to facilitate consensus and commitment to the plan of action among staff	(1-10)	10

Printed Name of Evaluator Mark Bombard

Signature of Evaluator: 

Please fax or email the completed survey to: gregory.taylor@wright-pierce.com

Survey Questionnaire – Polk County

RFP 23-448, Utilities Design Services & Regulatory Services

To: James Keene | Public Services Administrator (Name of Person completing survey)

City of Haines City (Name of Client Company/Contractor)

Phone Number: 863.421.9954 Email: jkeene@hainescity.com

Subject: Past Performance Survey of Similar work:

Project name: Continuing Services Contract Projects

Name of Vendor being surveyed: Wright-Pierce, Inc.

Cost of Services: Original Cost: Varies by project* Ending Cost: Varies by project*

Contract Start Date: 7/20/2017 Contract End Date: Ongoing

*See case study

Rate each of the criteria on a scale of 1 to 10, with 10 representing that you were very satisfied (and would hire the Consultant /individual again) and 1 representing that you were very unsatisfied (and would never hire the Consultant /individual again). Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge of past performance in a particular area, leave it blank.

NO	CRITERIA	UNIT	SCORE
1	Ability to manage cost	(1-10)	10
2	Ability to maintain project schedule (complete on-time/early)	(1-10)	10
3	Quality of workmanship	(1-10)	10
4	Professionalism and ability to manage	(1-10)	10
5	Close out process	(1-10)	9
6	Ability to communicate with Client's staff	(1-10)	10
7	Ability to resolve issues promptly	(1-10)	10
8	Ability to follow protocol	(1-10)	10
9	Ability to maintain proper documentation	(1-10)	10
10	Appropriate application of technology	(1-10)	10
11	Overall Client satisfaction and comfort level in hiring	(1-10)	10
12	Ability to offer solid recommendations	(1-10)	10
13	Ability to facilitate consensus and commitment to the plan of action among staff	(1-10)	10

Printed Name of Evaluator James Keene

Signature of Evaluator: 

Please fax or email the completed survey to: kathleen.gierok@wright-pierce.com

Survey Questionnaire – Polk County

RFP 23-448, Utilities Design Services & Regulatory Services

To: Ashleigh Smith, PE | City Engineer _____ (Name of Person completing survey)
 City of Titusville _____ (Name of Client Company/Contractor)
 Phone Number: 321.567.3859 _____ Email: ashleigh.smith@titusville.com _____
 Subject: Past Performance Survey of Similar work:
 Project name: Continuing Services Contract & Mourning Dove WTP Improvement Projects _____
 Name of Vendor being surveyed: Wright-Pierce, Inc. _____
 Cost of Services: Original Cost: Varies by project* _____ Ending Cost: Varies by project* _____
 Contract Start Date: 2/7/2018 _____ Contract End Date: Ongoing _____

*See case study

Rate each of the criteria on a scale of 1 to 10, with 10 representing that you were very satisfied (and would hire the Consultant /individual again) and 1 representing that you were very unsatisfied (and would never hire the Consultant /individual again). Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge of past performance in a particular area, leave it blank.

NO	CRITERIA	UNIT	SCORE
1	Ability to manage cost	(1-10)	10
2	Ability to maintain project schedule (complete on-time/early)	(1-10)	10
3	Quality of workmanship	(1-10)	10
4	Professionalism and ability to manage	(1-10)	10
5	Close out process	(1-10)	10
6	Ability to communicate with Client's staff	(1-10)	10
7	Ability to resolve issues promptly	(1-10)	10
8	Ability to follow protocol	(1-10)	10
9	Ability to maintain proper documentation	(1-10)	10
10	Appropriate application of technology	(1-10)	10
11	Overall Client satisfaction and comfort level in hiring	(1-10)	10
12	Ability to offer solid recommendations	(1-10)	10
13	Ability to facilitate consensus and commitment to the plan of action among staff	(1-10)	10

Printed Name of Evaluator Ashleigh Smith _____

Signature of Evaluator: 

Please fax or email the completed survey to: gregory.taylor@wright-pierce.com

Survey Questionnaire – Polk County

RFP 23-448, Utilities Design Services & Regulatory Services

To: Rick Gierok, PE | Director of Public Works (Name of Person completing survey)
 City of Eustis (Name of Client Company/Contractor)
 Phone Number: 352.483.5480 Email: gierokr@ci.eustis.fl.us
 Subject: Past Performance Survey of Similar work:
 Project name: Continuing Services Contract Projects & Bates Ave WWTP Expansion
 Name of Vendor being surveyed: Wright-Pierce, Inc.
 Cost of Services: Original Cost: Varies by project* Ending Cost: Varies by project*
 Contract Start Date: 8/1/2018 Contract End Date: Ongoing

*See case study

Rate each of the criteria on a scale of 1 to 10, with 10 representing that you were very satisfied (and would hire the Consultant /individual again) and 1 representing that you were very unsatisfied (and would never hire the Consultant /individual again). Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge of past performance in a particular area, leave it blank.

NO	CRITERIA	UNIT	SCORE
1	Ability to manage cost	(1-10)	10
2	Ability to maintain project schedule (complete on-time/early)	(1-10)	10
3	Quality of workmanship	(1-10)	10
4	Professionalism and ability to manage	(1-10)	10
5	Close out process	(1-10)	10
6	Ability to communicate with Client's staff	(1-10)	10
7	Ability to resolve issues promptly	(1-10)	10
8	Ability to follow protocol	(1-10)	10
9	Ability to maintain proper documentation	(1-10)	10
10	Appropriate application of technology	(1-10)	10
11	Overall Client satisfaction and comfort level in hiring	(1-10)	10
12	Ability to offer solid recommendations	(1-10)	10
13	Ability to facilitate consensus and commitment to the plan of action among staff	(1-10)	10

Printed Name of Evaluator Rick Gierok

Signature of Evaluator: 

Please fax or email the completed survey to: bartt.booz@wright-pierce.com

Survey Questionnaire – Polk County

RFP 23-448, Utilities Design Services & Regulatory Services

To: Jonathen Bishop | Public Works Director (Name of Person completing survey)
 City of Williston (Name of Client Company/Contractor)
 Phone Number: 352.528.3060 Email: jonathen.bishop@willistonfl.org
 Subject: Past Performance Survey of Similar work:
 Project name: Continuing Services Contract Projects
 Name of Vendor being surveyed: Wright-Pierce, Inc.
 Cost of Services: Original Cost: Varies by project* Ending Cost: Varies by project*
 Contract Start Date: 7/7/2017 Contract End Date: Ongoing

*See case study

Rate each of the criteria on a scale of 1 to 10, with 10 representing that you were very satisfied (and would hire the Consultant /individual again) and 1 representing that you were very unsatisfied (and would never hire the Consultant /individual again). Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge of past performance in a particular area, leave it blank.

NO	CRITERIA	UNIT	SCORE
1	Ability to manage cost	(1-10)	10
2	Ability to maintain project schedule (complete on-time/early)	(1-10)	10
3	Quality of workmanship	(1-10)	10
4	Professionalism and ability to manage	(1-10)	10
5	Close out process	(1-10)	10
6	Ability to communicate with Client's staff	(1-10)	10
7	Ability to resolve issues promptly	(1-10)	10
8	Ability to follow protocol	(1-10)	10
9	Ability to maintain proper documentation	(1-10)	10
10	Appropriate application of technology	(1-10)	10
11	Overall Client satisfaction and comfort level in hiring	(1-10)	10
12	Ability to offer solid recommendations	(1-10)	10
13	Ability to facilitate consensus and commitment to the plan of action among staff	(1-10)	10

Printed Name of Evaluator Jonathen Bishop

Signature of Evaluator: 

Please fax or email the completed survey to: dennis.davis@wright-pierce.com



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kathleen.gierok@wright-pierce.com

Exhibit B

November 1, 2023

Wright-Pierce has developed the following rate multiplier based on Polk County guidance. The multiplier incorporates direct costs, reimbursables and in-County travel expenses. The calculation below provides the basis of our multiplier rate.

	<u>Wright-Pierce Standard</u>
Base Rate	1.00
Overhead/Admin.	0.38
<u>Labor/Fringe Benefits</u>	<u>1.40</u>
Subtotal	2.78

Profit	0.22 (@7.91%)

Subtotal	3.00
Direct Costs/Reimbursables	0.05

Overall Total Multiplier	3.05

Raw and burdened (raw labor rate x 3.05 multiplier) hourly rates listed by labor classification are shown in Table 1. Table 2 provides descriptions of experience requirements and general duties by labor classification.



TABLE 1 – Labor Classification and Rate Development

Labor Classification	Raw Hourly Rate (\$)	Raw Hourly Rate (\$)	Burdened Hourly Rate (\$)	Burdened Hourly Rate (\$)
	Low	High	Low	High
Principal	63.93	113.77	195	347
Technical Manager	61.64	111.15	188	339
Quality Control Officer	53.11	110.82	162	338
Client Service Manager	60.33	110.49	184	337
Sr. Project Manager	57.70	106.89	176	326
Lead Project Engineer	51.80	102.30	158	312
Senior Engineer	44.92	110.16	137	336
Project Manager	49.84	85.25	152	260
Project Engineer III	37.05	67.21	113	205
Project Engineer II	33.44	62.95	102	192
Project Engineer I	28.85	56.07	88	171
Senior Architect	41.97	74.75	128	228
Architect	36.72	62.95	112	192
Landscape Architect	36.72	62.95	112	192
Sr. RPR	38.03	70.49	116	215
Resident Project Representative	25.25	49.51	77	151
GIS Analyst	36.72	62.95	112	192
Senior Designer	38.03	70.49	116	215
Technician	27.21	49.51	83	151
GIS Technician	27.21	49.51	83	151
Intern	17.70	31.48	54	96
Sr. Administration	26.23	46.89	80	143
Administrative Assistant	19.67	35.74	60	109



TABLE 2 – Labor Classification – Experience and General Duties

Labor Classification	Experience and General Duties
Principal-in-Charge	BS Engineering or related; 20+ years of experience; Licensed Professional Engineer or Geologist. Ensures proper company resource are available; provides technical guidance; manages overall performance.
Technical Manager	BS Engineering or related; 20+ years of experience; Licensed Professional Engineer or Geologist. Manages staff; oversees projects and Project Manager performance.
Quality Control Officer	BS Engineering or related; 20+ years of experience; Licensed Professional Engineer or Geologist. Oversees technical accuracy of projects and adherence to QAQC procedures.
Client Service Manager	BS Engineering or related; 15+ years of experience; Licensed Professional Engineer or Geologist. Ensures client expectations are met.
Senior Project Manager	BS Engineering or related; 12+ years of experience; Licensed Professional Engineer or Geologist. Manages project quality, support and technical and financial performance of projects.
Lead Project Engineer	BS Engineering or related; 6+ years of experience; Licensed Professional Engineer or Geologist. Provide expert project support and provide technical guidance of staff. Develops, oversees and coordinates the technical aspects of the project.
Senior Engineer	BS Engineering or related; 10+ years of experience; Licensed Professional Engineer or Geologist. Provide expert project support and provide technical guidance of staff in respective discipline. Develops, oversees and coordinates the technical aspects of the project in respective discipline.
Project Manager	BS Engineering or related; 6+ years of experience; Licensed Professional Engineer or Geologist. Manages project quality, support and technical and financial performance of projects.
Project Engineer III	BS Engineering or related; 4+ years of experience; Licensed Professional Engineer or Geologist. Provide technical project support and guidance of staff. Develops technical aspects of the project in the respective discipline.
Project Engineer II	BS Engineering or related; 2+ years of experience; Licensed Engineer-in-Training. Provide technical project support and guidance of staff. Develops technical aspects of the project in the respective discipline.
Project Engineer I	BS Engineering or related. Provides technical project support. Develops technical aspects of the project in the respective discipline.
Senior Architect	BS Architecture or related; 10+ years of experience; Licensed Professional Architect or Engineer. Provide expert project support and provide technical guidance of staff. Develops, oversees and coordinates the architectural aspects of the project.
Architect	BS Architecture or related. Provide technical project support. Develops technical architectural aspects of the project.



Labor Classification	Experience and General Duties
Landscape Architect	BS Landscape Architecture or related. Provide technical project support. Develops technical aspects of the project in the respective discipline.
Senior Resident Project Representative	BS in Engineering or related or HS diploma plus 10+ years with construction, construction observation, or related training. Observe and document on-site construction activities; provide technical support on construction administration issues.
Resident Project Representative	BS in Engineering or related or HS diploma with construction, construction observation, or related training. Observe and document on-site construction activities; provide technical support on construction administration issues.
GIS Analyst	BS/BA in Geography, Computer Science, or related field; 5+ years' experience using ESRI software. Prepare maps and other special data in digital or graphic forms using GIS applications.
Senior Designer	HS diploma plus 6+ years drawing or specialized technical experience; extensive knowledge and experience with CADD, engineering design or construction or specialized trade. Supports staff to identify, research, and solve technical issues.
Technician	HS diploma plus drawing or related experience; knowledge and experience with AutoCAD or MicroStation. Drafts detailed construction drawings, plans and figures for projects.
GIS Technician	HS diploma plus drawing or related experience; knowledge and experience with GIS. Performs data migration; data digitizing; prepares and alters terrain maps, charts, tables, drawings, and models; observes and records field data.
Intern	HS diploma and pursuing career in engineering or other related field. Support staff to identify, research, and solve technical issues.
Senior Administration Assistant	BA/BS or HS diploma plus 4+ years of administrative or 4+ years of accounting-related experience. Perform advanced administrative, construction clerk, or project-related tasks that support project.
Administrative Assistant	HS diploma plus administrative, construction, or accounting-related experience. Perform administrative, construction clerk, or project-related tasks that support project.

Fran McAskill
Director
Procurement Division



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EXHIBIT C

Board of County Commissioners

REIMBURSABLE COST SCHEDULE

- | | |
|--|--|
| 1. Subcontractor Services | Actual Costs |
| 2. Special Consultants | Actual costs |
| 3. Travel Expenses | In accordance with Chapter 112.061, F.S.;
and further defined in the Polk County Employee Handbook. |
| 4. Pre-approved Equipment
(includes purchase and rental of equipment used in project) | Actual Costs |