

**PROFESSIONAL SERVICE AGREEMENT FOR ENGINEERING SERVICES FOR
IMPROVEMENTS TO THE NORTHWEST REGIONAL WASTEWATER
TREATMENT FACILITY**

THIS PROFESSIONAL SERVICE AGREEMENT (the “Agreement”) is entered into as of the Effective Date (defined in Section 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, and Carollo Engineers, Inc. (the “Consultant”) a Delaware corporation, located at 2795 Mitchell Drive, Walnut Creek, California 94598, and whose Federal Employer Identification Number is 86-0899222.

WHEREAS, the County requires certain professional services in connection with the Northwest Regional Wastewater Treatment Facility improvements; and,

WHEREAS, the County has solicited for these services via RFP 24-552, 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 Effective Date; Term

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

1.2 The term of this Agreement shall be for three (3) years or upon completion of the Services to the County’s satisfaction, whichever is sooner commencing upon the Effective Date, unless otherwise sooner terminated as provided herein. A timeline will be established for each Part (as defined in Section 2.2). The timeline for Part 1 Services is included in the Scope of Services attached hereto and incorporated herein as Exhibit “A-iii”, and a timeline for each subsequent Part will be included in an amendment to this Agreement.

2.0 Consultant Services

2.1 The County does hereby retain the Consultant to furnish those services and to perform those tasks (collectively, the “Services”) further described in (i) the County’s Request

for Proposal RFP # 24-552, to include all attachments and addenda, (ii) the Consultant's responsive proposal thereto, and (iii) the Scope of Services (collectively, (i) (ii), and (iii) are "RFP 24-552"), all of which are incorporated into this Agreement by this reference, attached as a composite Exhibit "A" and made a part of this Agreement.

2.2 At its option, the County may choose to modify, add or delete any Services included within the parts as set forth and described in the Consultant's Project Approach portion of the RFP (collectively, the "Parts"), contained in Exhibit A, by duly executing a written amendment(s) to this Agreement.

2.3. By execution of this Agreement, the County hereby engages the Consultant to perform the Part 1 Services as outlined in Exhibit "A-iii."

3.0 Compensation

3.1 General

3.1.1 In consideration for its providing Part 1 Services, the County shall pay the Consultant the not to exceed amount of \$3,249,568.00 stated in Exhibit "A-iii" Compensation, which is based on the Consultant's hourly rate schedule set forth in Exhibit "B", Fee Schedule, both of which are attached hereto and made a part of this Agreement.

3.1.2 Also, the County and the Consultant shall negotiate not to exceed amount(s) for services to be performed under future parts and base such amount(s) on the Consultant's hourly rate schedule set forth in Exhibit "B."

3.1.3 At its option the County may choose to engage the Consultant to perform additional, related consulting services beyond the scope of the Services for which the County shall pay the Consultant in accordance with the hourly rate schedules stated in the attached Exhibit "B."

3.1.4 The Consultant shall invoice the County based upon the Consultant's fees that are stated on the attached Exhibit "B", "Fee Schedule", which is made a part of this Agreement. The Fee Schedule identifies all Consultant job classifications which will perform billable services pursuant to this Agreement and the fee for each job classification, along with all equipment, materials, and supplies necessary in the performance of the Services. The County shall not be obligated to pay the Consultant (i) for any Services performed by individuals whose job classifications are not listed on the Fee Schedule, and (ii) for the cost of any equipment, material, or supplies not listed on the Fee Schedule that the Consultant may use in performing the

Services.

3.1.5 All the Consultant's invoices for payment must reference this Agreement and must be submitted using a form approved by the County Auditor.

3.1.6 Each invoice shall be due and payable forty-five (45) days after the date the County receives a correct, fully documented invoice, in form and substance satisfactory to the County with all appropriate cost substantiations attached. All invoices shall be delivered to:

Polk County Utilities
1011 Jim Keene Blvd
Winter Haven, FL 33880

3.1.7 The Consultant will clearly state "Final Invoice" on the Consultant's final/last billing for the Services rendered to the County. The Consultant's submission of a Final Invoice is its certification that all Services have been properly performed and all charges and costs have been invoiced to the County. This account will be closed upon the County's receipt of a Final Invoice. The Consultant hereby waives any charges not properly included on its Final Invoice.

3.1.8 The County's payment of a Final Invoice shall not constitute evidence of the County's acceptance of the Consultant's performance of the Services or its acceptance of any of the Consultant's Project work.

3.1.9 All Consultant invoices shall be accompanied by time and task records for all billable hours appearing on the invoice. After examining an invoice, the County may request that the Consultant submit additional documents to support certain fees or charges. Upon receipt of any such request the Consultant shall provide the requested documents or other required information to the County Auditor's satisfaction.

3.1.10 On each invoice submitted, the Consultant's Project Manager or designated payroll officer is attesting to the correctness and accuracy of all fees, time charges and requested reimbursements for which the Consultant seeks payment.

3.1.11 The County's review, approval, acceptance, or payment for any of the Consultant's Services shall not be construed to: (i) operate as a waiver of any rights the County possesses under this Agreement; or (ii) waive or release any claim or cause of action arising out of the Consultant's performance or nonperformance of this Agreement. The Consultant shall be and will always remain liable to the County in accordance with applicable law for any and all damages to the County caused by the Consultant's negligent or wrongful performance or

nonperformance of any of the Services to be furnished under this Agreement.

3.2 Reimbursable Expenses

3.2.1 All requests for payment of out-of-pocket expenses eligible for reimbursement under the terms of this Agreement shall be reimbursed per the negotiated Scope of Work (Exhibit “A-iii”) and in accordance with the County’s Reimbursable Schedule that is attached hereto as Exhibit “C” and made a part of this Agreement. The Consultant’s requests for payment shall 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 Services described in this Agreement.

3.2.2 Reimbursable Expenses are the actual, pre-approved, expenses the Consultant incurred directly in connection with the performance of the Services performed in accordance with this Agreement:

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 any Project work for which the asset was utilized. All such assets must be surrendered by delivery to the applicable County Division responsible for the Project immediately upon (i) demand, (ii) termination of the Agreement, or (iii) the conclusion of the applicable Project, whichever occurs first.

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

4.0 Consultant's Responsibilities

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

4.2 The County’s review, approval, acceptance, or payment for any of the Consultant's Services shall not be construed to: (i) operate as a waiver of any rights the County possesses under this Agreement; or (ii) waive or release any claim or cause of action arising out of the Consultant’s performance or nonperformance of this Agreement. The Consultant shall be

and will always remain liable to the County in accordance with applicable law for any and all damages to the County caused by the Consultant's negligent or wrongful performance or nonperformance of any of the Services to be furnished under this Agreement.

5.0 Ownership of Documents

All analyses, reference data, bills, completed reports, or any other form of written instrument or document created or resulting from the Consultant's performance of the Services pursuant to this Agreement, subject to the cure period provided in Section 26.0, shall become the property of the County after payment is made to the Consultant for such instruments or documents.

6.0 Termination

6.1 The County may terminate this Agreement, in whole or in part, at any time, either for the County's convenience or because of the failure of the Consultant to fulfill its obligations under this Agreement, subject to the cure period provided in Section 26.0, by delivering written notice to the Consultant. Upon receipt of such notice, the Consultant shall:

6.1.1 Immediately discontinue all affected Services unless the notice directs otherwise, and

6.1.2 Deliver to the County all data, reports, summaries, and any and all such other information and materials of whatever type or nature as may have been accumulated by the Consultant in performing this Agreement, whether completed or in process.

6.2 Unless in dispute or subject to the County's right of set-off or other remedy, the Consultant shall be paid for Services actually rendered to the date of termination.

6.3 The rights and remedies of the County provided for in this Section 6 are in addition and supplemental to any and all other rights and remedies provided by law or under this Agreement.

7.0 No Contingent Fees

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 a bona fide employee working solely for the Consultant, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from award of or making of the Agreement. For the breach or violation of this provision, the County shall have the right to terminate the Agreement at its sole discretion, without liability and to deduct from the Agreement

price, or otherwise recover, the full amount of such fee, commission, percentage, gift, or consideration.

8.0 Assignment

The Consultant shall not assign, transfer, or encumber this Agreement, or any interest herein, under any circumstances, without obtaining the prior written consent of the County, which consent may be withheld in the County's exercise of its reasonable discretion.

9.0 Professional Associates and Subcontractors

If the Consultant requires the assistance of any professional associates or subcontractors in connection with its providing the Services the Consultant must obtain the prior express written approval of the County, which the County may withhold in its discretion, before any such professional associate or subcontractor may perform any work for the County. If after obtaining the County's approval the Consultant utilizes any professional associates or subcontractors in the delivery of the Services, then the Consultant shall remain solely and fully liable to the County for the performance or nonperformance of all such professional associates and subcontractors. The failure of a professional associate or subcontractor to timely or properly perform any of its obligations to the Consultant shall not relieve the Consultant of its obligations to the County under this Agreement.

10.0 Indemnification of County

Consultant, to the extent permitted by law, shall indemnify, defend (by counsel reasonably acceptable to County) 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, attorneys' 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 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, its professional associates, subcontractors, agents, and employees provided, however, that 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.

11.0 Insurance Requirements

The Consultant shall maintain at all times the following minimum levels of insurance and shall, without in any way altering its liability, obtain, pay for and maintain insurance for the coverage and amounts of coverage not less than those set forth below. The Consultant shall provide the County original Certificates of Insurance satisfactory to the County to evidence such coverage before any work commences. The County shall be named as an additional insured on General and Automobile Liability policies. General Liability and Workers' Compensation policies shall contain a waiver of subrogation in favor of Polk County. The Commercial General Liability Policy shall (by endorsement if necessary) provide contractual liability coverage for the contractual indemnity stated in Section 10, above. 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 Consultant'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 Consultant to comply with the provisions of this Section 11, the County may, at its option, upon notice to the Consultant suspend Consultant's performance of the Services for cause until there is full compliance. Alternatively, the County may purchase such insurance at the Consultant's expense, provided that the County shall have no obligation to do so and if the County shall do so, the Consultant shall not be relieved of or excused from the obligation to obtain and maintain such insurance amounts and coverage.

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.

Professional Liability. \$5,000,000 for errors and omissions, exclusive of defense costs.

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:

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.

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)

Workers Compensation. The Consultant shall provide, pay for, and maintain workers compensation insurance on all employees, its agents or subcontractors as required by Florida Statutes.

12.0 Public Entity Crimes

The Consultant declares and warrants that neither the Consultant nor any of the Consultant's affiliates, as that term is defined in Section 287.133, Florida Statutes, are subject to the restrictions in Section 287.133, Florida Statutes, regarding the commission of a public entity crime. If during the term of this Agreement, the Consultant or any affiliate is convicted of a public entity crime or is otherwise prohibited from performing work for or transacting business with the County pursuant to Section 287.133, Florida Statutes, then the Consultant shall be in material default of this Agreement, and in such case, the County shall have the rights and remedies as provided herein.

13.0 Non-Discrimination

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.

14.0 Designation of Party Representatives

14.1 Upon receipt of a request from the Consultant, the County shall designate in writing one or more of its employees who are authorized to act by and on behalf of the County to transmit instructions, receive information and interpret and define the County's policy and decisions with respect to the Services to be provided pursuant to this Agreement.

14.2 The Consultant shall designate or appoint one or more Consultant representatives who are authorized to act on behalf of and to bind the Consultant regarding all matters involving the conduct of its performance pursuant to this Agreement.

15.0 All Prior Agreements Superseded

This document incorporates and includes all prior negotiations, correspondence,

conversations, agreements or understandings applicable to the matters contained herein and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document or its designated exhibits. Accordingly, it is agreed that no deviation from the terms hereof shall be predicated upon any prior representations or agreements, whether oral or written.

16.0 Modifications, Amendments or Alterations

No modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless agreed to and executed in writing by both parties to this Agreement in a form acceptable to the County.

17.0 Independent Consultant

Nothing stated in this Agreement is intended or should be construed in any manner as creating or establishing a relationship of co-partners between the parties, or as constituting the Consultant (including its officers, employees, and agents) as the agent, representative, or employee of the County for any purpose, or in any manner, whatsoever. The Consultant is to be and shall remain forever an independent Consultant with respect to all Services performed under this Agreement. The Consultant shall not pledge the County's credit or make the County a guarantor of payment or surety for any contract, debt, obligation, judgment, lien or any form of indebtedness and the Consultant shall have no right to speak for or bind the County in any manner.

18.0 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 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 Consultants 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**

19.0 Compliance with Laws and Regulations

In providing all Services pursuant to this Agreement, the 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. Any violation of said statutes, ordinances, rules, or regulations shall constitute a material breach of this Agreement and shall entitle the County to terminate this Agreement immediately upon delivery of written notice of termination to the Consultant.

20.0 Governing Law and Venue

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

21.0 Notices

Whenever either party desires to give notice unto the other, it must be given by written

notice, delivered (i) in person, (ii) via registered or certified United States mail, postage prepaid with return receipt requested, or (iii) via nationally recognized overnight delivery service, and addressed to the party for whom it is intended at the place last specified by each party. The place for giving of notice shall remain such until it is changed by written notice delivered in compliance with the provisions of this Section 21. For the present, the parties designate the following as the respective places for giving of notice, to wit:

For County: Polk County Utilities
1011 Jim Keene Blvd
Winter Haven, FL 33880
Attention: Division Director

For Consultant: Carollo Engineers, Inc.
2795 Mitchell Drive
Walnut Creek, CA 94598
Attn: Amanda Bauner, PE, ENV SP

22.0 Severability

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 the Agreement; any void provision shall be deemed severed from the Agreement and the balance of the Agreement shall be construed and enforced as if the Agreement did not contain the particular portion or provision held to be void. The parties further agree to reform the Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this section shall not prevent the entire Agreement from being void should a provision which is of the essence of the Agreement be determined to be void.

23.0 Annual Appropriations

Consultant acknowledges that during any fiscal year the County 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. Accordingly, any agreement, verbal or written, the County may make in violation of this fiscal limitation is null and void, and no money may be paid on such agreement. The County may enter into agreements whose duration exceeds one year; however, any such agreement shall be executory only for the value of the services to be rendered which the County agrees to pay as allocated in its annual budget for each succeeding fiscal year. Accordingly, the County's performance and

obligation to pay the Consultant under this Agreement is contingent upon annual appropriations being made for that purpose.

24.0 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.

25.0 Consultant Representations

25.1 The Consultant hereby represents and warrants the following to the County:

25.1.1 Consultant is a corporation that is duly organized and existing in good standing under the laws of the State of Delaware with full right and authority to do business within the State of Florida.

25.1.2 Consultant's performance under this Agreement will not violate or breach any contract or agreement to which the Consultant is a party or is otherwise bound, and

will not violate any governmental statute, ordinance, rule, or regulation.

25.1.3 Consultant has the full right and authority to enter into this Agreement and to perform its obligations in accordance with its terms.

25.1.4 Consultant now has and will continue to maintain all licenses and approvals required for conducting its business, and that it will at all times conduct its business activities in a reputable manner.

25.1.5 Consultant has no obligation or indebtedness that would impair its ability to fulfill the terms of this Agreement.

25.1.6 Consultant has the personnel and experience necessary to perform all Services in a professional and workmanlike manner.

25.1.7 Consultant shall, at no additional cost to County, re-perform those Services which fail to satisfy the foregoing standard of care or which otherwise fail to meet the requirements of this Agreement.

25.1.8 Each individual executing this Agreement on behalf of the Consultant is authorized to do so

26.0 Default and Remedy

If the Consultant materially defaults in its obligations under this Agreement and fails to cure the same within fifteen (15) days after the date the Consultant receives written notice of the default from the County, then the County shall have the right to (i) immediately terminate this Agreement by delivering written notice to the Consultant, and (ii) pursue any and all remedies available in law, equity, and under this Agreement. If the County materially defaults in its obligations under this Agreement and fails to cure the same within fifteen (15) days after the date the County receives written notice of the default from the Consultant, then the Consultant shall have the right to immediately terminate this Agreement by delivering written notice to the County. Upon any such termination, the County shall pay the Consultant the full amount due and owing for all Services performed through the date of Agreement termination.

27.0 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.

28.0 Waiver

A waiver by either County or 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 of this Agreement. The making or acceptance of a payment by either party with the knowledge of the other party's existing default or breach of the Agreement shall not waive such default or breach, or any subsequent default or breach of this Agreement, and shall not be construed as doing so.

29.0 Attorneys' Fees and Costs

Each party shall be responsible for its own legal and attorneys' fees, costs and expenses incurred in connection with any dispute or any litigation arising out of, or relating to this Agreement, including attorneys' fees, costs, and expenses incurred for any appellate or bankruptcy proceedings.

30.0 Force Majeure

Either party hereunder may be temporarily excused from performance if an Event of Force Majeure directly or indirectly causes its nonperformance. 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.

31.0 Key Personnel

The Consultant shall notify the County if any of the Consultant’s Key Personnel (as defined, below) change during the Term of the Agreement. To the extent possible, the Consultant shall notify the County at least ten (10) days prior to any proposed change in its Key Personnel. At the County’s request the Consultant shall remove without consequence to the County any of the Consultant’s contractors, sub-contractors, sub-consultants, agents or employees and replace the same with an appropriate substitute having the required skill and experience necessary to perform the Services. The County shall have the right to reject the Consultant’s proposed changes in Key Personnel. The following individuals shall be considered “Key Personnel:”

Name: Vic Godlewski, PE

Name: Amanda Bauner, PE, ENV SP

Name: Sudhan Paranjape, PE

Name: Erica Stone, PhD, PE

Name: Amir Irhayyim, PE

Name: Norm Anderson, PE

Name: Ed Wicklein, PE

Name: Christian Karavangelos, PE

Name: Vanessa Negrón-Vieira, PE

Name: Kirsten Wood, PE

32.0 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).

33.0 No Construction Against Drafter

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.

34.0 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 THIS PAGE IS INTENTIONALLY LEFT BLANK.
THE AGREEMENT CONTINUES ON THE FOLLOWING PAGE
WITH THE PARTIES' SIGNATURES.)**

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 23 April 2025 (Date) by Vic Godlewski (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 _____ 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 23 April 2025 (Date) [Signature] (Official Notary Signature and Notary Seal) Teresa Boywid (Name of Notary typed, printed or stamped) Commission Number HH 144069 Commission Expiration Date June 20, 2025



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 _____



AFFIDAVIT CERTIFICATION IMMIGRATION LAWS

SOLICITATION NO.: RFP 24-552, Engineering Services to the Northwest Regional Wastewater Treatment Facility
POLK COUNTY WILL NOT INTENTIONALLY AWARD COUNTY CONTRACTS TO ANY CONSULTANT 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 CONSULTANT 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.**

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

Company Name: Carollo Engineers, Inc.

Signature: *[Handwritten Signature]*

Title: Vic Godlewski, PE, Vice President

Date: 4/23/2025

State of: Florida

County of: Orange

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this 23 day of April, 2025, by Vic Godlewski (name) as Vice President (title of officer) of Carollo Engineers (entity name), on behalf of the company, who is personally known to me or has produced _____ as identification.



Notary Public Signature: *[Handwritten Signature]*

Printed Name of Notary Public: Teresa Boywid

Notary Commission Number and Expiration: HH 144069 June 20, 2025

(AFFIX NOTARY SEAL)

Affidavit Regarding the Use of Coercion for Labor or Services

In compliance with Section 787.06(13), Florida Statutes, this attestation must be completed by an officer or representative of a nongovernmental entity that is executing, renewing, or extending a contract with Polk County, a political subdivision of the State of Florida.

The undersigned, on behalf of the entity listed below (the "Nongovernmental Entity"), hereby attests under penalty of perjury as follows:

1. I am over the age of 18 and I have personal knowledge of the matters set forth herein.
2. I currently serve as an officer or representative of the Nongovernmental Entity.
3. The Nongovernmental Entity does **not** use coercion for labor or services, as those underlined terms are defined in Section 787.06, Florida Statutes.
4. This declaration is made pursuant to Section 92.525, Fla. Stat. and Section 787.06, Fla. Stat. I understand that making a false statement in this declaration may subject me to criminal penalties.

Under penalties of perjury, I Vic Godlewski, PE, Vice President (Signatory Name and Title), declare that I have read the foregoing Affidavit Regarding the Use of Coercion for Labor and Services and that the facts stated in it are true.

Further Affiant sayeth naught.

Carollo Engineers, Inc.

NONGOVERNMENTAL ENTITY



SIGNATURE

Vic Godlewski, PE

PRINT NAME

Vice President

TITLE

4/23/2025

DATE

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 engineering services for improvements to the Northwest and Southwest Regional Wastewater Treatment Facilities for Polk County 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: 24-552, Engineering Services for Improvements to the Northwest and Southwest Regional Wastewater Treatment Facilities

Description: Provide professional engineering services for improvements to the Northwest and Southwest Regional Wastewater Treatment Facilities, to include preliminary and final design, permitting, bid phase, and construction phase services.

Receiving Period: Prior to 2:00 p.m., Wednesday, August 21, 2024.

Bid Opening: Wednesday, August 21, 2024, 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 Thursday, July 25, 2024, 1:00 p.m. at the Polk County Administration Building, Procurement Conference Room 150, located at 330 W. Church St, Bartow, FL 33830. 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 Proposer's Proposal will be considered non-responsive.

To receive a copy of **RFP 24-552 Appendix "A" Conceptual Improvements to NWRWWTF and SWRWWTF Final Report and RFP 24-552 Appendix "B", Polk County Utilities Biosolids Dewatering Alternatives Report**, please go to the following FTP site: <https://ftp3.polk-county.net>, and 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 24-552 Appendix A and Appendix B.zip**", select "Open" or "Save As" to download Appendix "A". If you need assistance accessing this website due to ADA or any other reason, please email Ari Goldstein at arigoldstein@polk-county.net.

Questions regarding this RFP must be in writing and must be sent to Ari Goldstein Procurement Analyst, via email at arigoldstein@polk-county.net or via fax at (863) 534-6789. All questions must be received by, Monday, August 12, 2024, 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 Procurement Division as soon as possible. It is the vendor's responsibility to verify if addenda have been issued.

RFP Number: 24-552

RFP Title: Engineering Services for Improvements to the Northwest and Southwest Regional Wastewater Treatment Facilities

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 five (5) copies marked COPY of the proposal in a sealed parcel to the Procurement Division. The parcel should be labeled “**RFP 24-552, Engineering Services for Improvements to the Northwest and Southwest Regional Wastewater Treatment Facilities**” 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 Bid. DO NOT OPEN	
Sealed RFP Number	24-552
RFP Title	Engineering Services for Improvements to the Northwest and Southwest Regional Wastewater Treatment Facilities
Due Date/Time:	August 21, 2024, 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 24-552 Tab 1”

“RFP 24-552 Tab 2”

“RFP 24-552 Tab 3”

“RFP 24-552 Tab 4”

“RFP 24-552 Tab 5”

“RFP 24-552 Tab 6”

“RFP 24-552 Tab 7”

“RFP 24-552 Tab 8”

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 non-responsive.

POLK COUNTY
Procurement Division
Fran McAskill
Procurement Director
REQUEST FOR PROPOSAL 24-552
Engineering Services for Improvements to the Northwest and Southwest Regional
Wastewater Treatment Facilities

Sealed proposals will be received in the Procurement Division, Wednesday, August 21, 2024, 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 <https://www.polk-county.net/business/procurement>. 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 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 Monday, August 12, 2024, 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 engineering services for design, permitting, bid and construction phase services in support of the following projects and as further defined in the Scope of Services section below:

1. Northwest Regional Wastewater Treatment Facility (NWRWWTF) Filter and Dewatering Improvements
2. Southwest Regional Wastewater Treatment Facility (SWRWWTF) Filter, Dewatering, Clarifier, and Electrical Improvements

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 Agreements with one (1) or more consultant(s). There are 2 projects under this RFP. The County intends to have a separate agreement for each project. The County will negotiate a fee schedule and/or overall lump sum price 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.

In accordance with Section 287.055(10), Florida Statutes, or any applicable amending or replacement statute, this provision of the RFP shall serve as the County's public notice that any plans, drawings or designs developed by the successful Proposer(s) on behalf of the County pursuant to this RFP or any agreement, authorization, purchase order or other contract resulting therefrom, are subject to be reused by the County at some future time in accordance with the aforementioned statute.

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

BACKGROUND, PURPOSE, AND SCOPE

Background & Purpose:

Polk County Utilities (PCU) owns and operates wastewater treatment systems in the Northwest and Southwest Utility Service Areas. PCU recently hired consultants to evaluate multiple systems at each of these facilities. The following summary reports are included in Appendix A. The recommended improvements in that report include the following:

1. *Biosolids Dewatering Alternatives*, December 2022, prepared by Hazen & Sawyer
2. *Conceptual Clarification and Filtration Improvements at the NWRWWTF and SWRWWTF*, March 2024, prepared by Carollo

Based on the recommendations in these documents, Polk County Utilities intends to proceed with the following projects:

1. Northwest Regional Wastewater Treatment Facility (NWRWWTF) Filter and Dewatering Improvements
2. Southwest Regional Wastewater Treatment Facility (SWRWWTF) Filter, Dewatering, Clarifier, and Electrical Improvements

SCOPE OF SERVICES

For each project, the selected firm shall have demonstrated experience in the design, permitting, and construction of wastewater treatment facilities of similar size and complexity. The scope of services to be provided in conjunction with this RFP includes the following:

- Project management services, including contract administration, budget management, invoicing, monthly status reports, project scheduling, coordination with PCU and subconsultants, and meetings.
- Support services, including subsurface utility engineering, geotechnical engineering, land surveying, and threatened/endangered species.
- Preliminary design services, including data collection, site visits, and preparation of a preliminary design report.
- Final design services, including preparation of design drawings, technical specifications, and an opinion of probable construction cost at the 60%, 90% and 100% design milestones. Design services required for the Project are anticipated to include wastewater process, civil/site, landscaping, structural, mechanical, electrical, and instrumentation/controls.
- Permitting services, including attendance at meetings, preparation of permit applications, and responses to requests for additional information (RAI's). It is anticipated that, at a minimum, approvals for the Project will be required from the FDEP and Polk County Land Development Division.
- Bid phase services, including preparation of bid documents, attendance at the pre-bid meeting, preparation of bid addenda, preparation of a bid recommendation, and pre-award services.
- Construction phase services, including construction administration services and resident project representative services.
- Post-construction services, including preparation of record drawings.

AGREEMENT

The term of this agreement is through construction completion which is estimated be for three (3) years after notice to proceed is issued. The actual term will be negotiated as part of the Selection Process, Elevation Level 4.

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
- f) Include the following "Submittal Pages" under Tab 1:
 - a. Proposer's Incorporation Information form
 - b. Affidavit Certification of Immigration Laws form
 - c. Employment Eligibility Verification (E-Verify) Certification form
 - d. Signed addendum pages (if applicable)

Tab 2 – Approach to Project (35 Points)

(Maximum of four (4) pages)

- Provide a short narrative project approach outlining how you propose to respond to and manage this project.
- Please describe the specific abilities of the firm/team in regards to this approach. Include any innovative approaches to providing the services, and include any additional information not directly cited in the scope of services.
- Briefly describe firm's quality assurance/quality control program.
- Please include a project schedule.

Tab 3 – Experience, Expertise, Personnel & Technical Resources (35 Points)

- Provide a minimum of three (3) and a maximum of five (5) recent projects performed within the past ten (10) years as the prime firm performing the engineering services for

wastewater treatment facility improvements of similar size and scope. (Limit response to one (1) page 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; compare to the original date.
 - e. The nature of the firm's responsibility on the project;
 - f. Identify the key staff and their role in each project;
 - g. Identify working relationship of consultants or joint venture on project, if applicable;
 - h. Provide the original budget and the final budget of the project. Explain the reason(s) for differences, such as owner requested change, contractor claim, and insufficient plans and specifications.
 - i. List of any time extensions created by item h above.
- Provide an organizational chart of the team highlighting the key individuals who will work on this contract as identified above.
- The key staff presented in the consultant's response shall be the staff utilized on this contract. Please provide the resumes of the key staff 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?
- Demonstrate each key staff's availability and office and home location to respond to the needs of the project (Two (2) pages maximum for all key staff member)
- Identify sub consultants to be used, if any. For each sub consultant identified please provide
 - Their locations that can be utilized to expedite a deliverable if required.
 - 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' 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.
- Provide documentation of the sub-consultant's headquarters and local offices, if any, and the amount of time the sub-consultant 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 – Interaction 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 County's Utilities, Procurement Division, Building Division, Codes Division, and County Attorney's Office 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 FDEP, SWFWMD, and Polk County Land Development Division. (Limit response to one (1) page)

Tab 7 – Timely Completion of Projects (5 Points)

- Describe the firms' current and future projected workload. Describe specifically the firms' daily ability to handle each aspect of the scope of services described herein. (Limit response to two (2) pages maximum)

Tab 8 – Surveys of Past Performance (10 Points)

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

Personnel, and Technical Resources	
• Interaction w/ County & Regulatory (Tab 6) Agencies	5 points
• Timely Completion of Projects (Tab 7)	<u>5 points</u>
Subtotal Points	80 points
Total Points	<u>100 points</u>

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.

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.

A Selection Committee member's total score for each Proposal shall equal the sum of the total points allocated for each evaluation criteria.

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.

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.

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 will 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 shall 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 may be 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, the Selection Committee will evaluate both of the Projects identified in the Scope of Services above, and rank each elevated Proposer for each of the 2 total Projects.

Starting with Project #1, 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 for that specific project. In accordance with Section 287.055(4)(b), Florida Statutes, in determining whether a Proposer is qualified to perform the individual project services, each Selection Committee member shall consider such factors as:

- Ability of Personnel
- Past performance
- Willingness to meet time and budget requirements
- Recent, current, and projected workloads

Procurement shall receive and compile each Selection Committee member's ranking of each elevated Proposer for Project #1, and then publish rank-ordered listing of Proposers for Project #1 to the Selection Committee, based on the combined average rankings given each Proposer for Project #1. Procurement will then compile each Selection Committee members' ranking of each elevated Proposer for Project #2, and then publish rank-ordered listing of Proposers for Project #2 to the Selection Committee, based on the combined average rankings given each Proposer for Project #2.

Once both Projects have been evaluated and the Proposers are ranked for each Project, the Selection Committee members will then collectively decide if they would like to recommend the Board authorize staff to enter into Contract Negotiations with each of the Proposers to negotiate an agreement for each Project, starting with the highest-ranked Proposer for each Project. After the Board grants approval to authorize staff to negotiate individual agreement(s), said Proposer(s) will then be elevated to Elevation Level 4 for contract negotiations.

In the event of a tie, bids may be awarded to one of the proposers based on any of the following criteria listed below, or as otherwise directed by the Procurement Director to comply with all the provisions of the procurement ordinance.

- Availability or completion period;
- Service availability;
- Previous Consultant record by the Consultants on similar projects or requirements.

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. Procurement shall notify the Selection Committee that contract negotiations with the elevated Proposer 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 are successfully completed pursuant to Elevation Level 4, the Selection Committee shall recommend to the Board of County Commissioners that it selects such Proposer 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.

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. \$5,000,000 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 <http://www.polk-county.net/boccsite/doing-business/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

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 ninety (90) 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.

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 viewed on the County's website at <https://www.polk-county.net/business/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 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 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 Consultant submitting a proposal package. This is accomplished by sending survey forms to past customers. The customers should return the forms directly to the Consultant. The Consultant is to include all surveys in their proposal package.

Sending the Survey

The surveys shall be sent to all clients for whom the Consultant 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 Consultant shall complete the following information for each customer that a survey will be sent

Item	Description
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 (Engineering Services for Hillsborough County WWTF), Etc.
COST OF SERVICES	Cost of services (\$1,000,000)
DATE COMPLETE	Date when the services were completed. (i.e. 5/31/2024)

2. The Consultant 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 Consultant 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 Consultant should enter the past clients' contact information, and project information on each survey form for each reference. The Consultant should also enter their name as the Consultant being surveyed.
3. The Consultant is responsible for ensuring all references/surveys are included in their submittal under Tab 8
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 24-552, Engineering Services for Improvements to the Northwest and Southwest Regional Wastewater Treatment Facilities

To: _____ (Name of Person completing survey)
 _____ (Name of Client Company/Contractor)
 Phone Number: _____ Email: _____

Total Annual Budget of Entity _____

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

POLK COUNTY WILL NOT INTENTIONALLY AWARD COUNTY CONTRACTS TO ANY FIRM 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 FIRM OF UNAUTHORIZED ALIENS A VIOLATION OF SECTION 274A(E) OF THE INA. **SUCH VIOLATION OF THE RECIPIENT OF THE EMPLOYMENT PROVISIONS CONTAINED IN 274A(E) OF THE INA SHALL BE GROUNDS FOR UNILATERAL CANCELLATION OF THE CONTRACT BY POLK COUNTY.**

PROPOSER 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)

PROJECT NAME: RFP 24-552, Engineering Services for Improvements to the Northwest and Southwest Regional Wastewater Treatment Facilities

The undersigned, as an authorized officer of the contractor 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 _____, 20____.

ATTEST:

CONSULTANT:

By: _____

By: _____

PRINTED NAME: _____

PRINTED NAME: _____

Its: _____

Its: _____

July 26, 2024

**POLK COUNTY, A POLITICAL SUBDIVISION OF
THE STATE OF FLORIDA**

ADDENDUM # 1

**RFP 24-552, Engineering Services for Improvements to the Northwest and
Southwest Regional Wastewater Treatment Facilities**

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 RFP Document and acknowledgment of its receipt shall be noted on the Addendum.

Contained within this addendum: Site visits, Questions and answers.

A **NON-MANDATORY** site visit has been scheduled for the following times and locations:

- Tuesday, July 30, 2024, 9:00 a.m. at the Southwest Regional Wastewater Treatment Facility (SWRWWTF) located at 2000 4th St, Mulberry, FL 33860.
- Thursday, August 1, 2024, 9:00 a.m. at the Northwest Regional Wastewater Treatment Facility (NWRWWTF) located at 8950, N. Campbell Road, Lakeland, FL 33810

Only those firms who attended the Mandatory Pre-Proposal meeting held on July 25, 2024, are eligible to submit a proposal.

Respectfully,

Ari Goldstein

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 24-552, Engineering Services for Improvements to the Northwest and Southwest Regional Wastewater Treatment Facilities Addendum #1

QUESTIONS AND ANSWERS:

Question 1: Will the County schedule site visits to the two wastewater treatment facilities?

Answer 1: Yes. Refer to page 1 of this Addendum for the time and locations for the non-mandatory site visits.

Question 2: Who will be the selection committee members for this RFP?

Answer 2: The selection committee members are:

- **James Tully, Utilities Division**
- **Holden Wright, Utilities Division**
- **Jason Jennings, Utilities Division**
- **Jeff Goolsby, Utilities Division**
- **Darrell Johnson, Supplier Diversity**

Question 3: Will this RFP be federally funded?

Answer 3: No.

Question 4: What is the estimated construction cost for each project?

Answer 4: The estimated construction cost for the NWRWWTF Filter, Dewatering Improvements is \$10 million. The estimated construction cost for the SWRWWTF Filter, Dewatering, Clarifier, MCC Improvements is \$20 million.

Question 5: Is this project funded?

Answer 5: The County anticipates this project to be funded as part of the Capital Improvement Project budget for Fiscal Year 2024/2025 that will be going to the Board for approval this September, going into effect October 1, 2024.

Question 6: Does the County want or anticipate scheduling construction for both the NWRWWTF and SWRWWTF at the same time?

Answer 6: It is the County's preference to begin construction at both sites as soon as possible even if that means both construction projects are going on at the same time.

Question 7: Does the County want an accelerated construction schedule for both sites?

Answer 7: The County does not have a schedule preference but is open to the idea of an accelerated construction schedule if it is in our best interest.

Question 8: Will the County consider alternative equipment to those listed in the technical specifications?

Answer 8: Yes. Information on alternative equipment will need to be submitted to the County and reviewed by the Utilities division. If it is determined that the alternative equipment is an equal to equipment listed in the technical specifications, the County will accept the alternative.

August 19, 2024

**POLK COUNTY, A POLITICAL SUBDIVISION OF
THE STATE OF FLORIDA**

ADDENDUM # 2

**RFP 24-552, Engineering Services for Improvements to the Northwest and
Southwest Regional Wastewater Treatment Facilities**

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 RFP Document and acknowledgment of its receipt shall be noted on the Addendum.

Contained within this addendum: Revisions, Questions and answers.

The Bid Receiving Date has been extended one (1) week. The revised Bid Receiving Date is Wednesday, August 28, 2024, prior to 2:00 p.m.

Respectfully,

Ari Goldstein

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 24-552, Engineering Services for Improvements to the Northwest and Southwest Regional Wastewater Treatment Facilities

Addendum #2

QUESTIONS AND ANSWERS

Question 1: For the proposals, does the County want one overall proposal for both projects or one proposal for each project?

Answer 1: Proposers should submit one proposal for this RFP. Proposers may identify the specific project(s) they are interested in under Tab 2, Approach to Project, however, information submitted under Tab 2 should focus on the overall approach to the project as described in the Scope of Services section of this RFP. Following submittal of the proposals, the selection committee will score the proposals and create a single ranking. This ranking will be used to elevate proposers to interviews. Following the interviews, the selection committee will create two separate rankings for the two projects listed in the RFP.

Question 2: Are record drawings available for the two facilities?

Answer 2: Record drawings will be made available during design.

Question 3: It was discussed at the pre-proposal meeting that separate approach sections for each facility may be desired. Could you confirm that two separate approaches are desired and confirm the number of pages for each facility's approach?

Answer 3: Refer to Question and Answer 1 above.

Question 4: Can we put the Project Schedule in an Appendix?

Answer 4: A proposed project schedule should be included in the firm's proposal under Tab 2, Approach to Project.

Question 5: Can we reuse the Survey Questionnaires from RFP 23-618 proposal response without having to go back to the client again?

Answer 5: Yes, as long as the project referenced in the previous RFP's survey is identified in Tab 3 as one of the firm's recent projects for this RFP.

Question 6: Can you provide record drawings for both the SW and NW WWTPs?

Answer 6: Refer to Question and Answer 2 above.

Question 7: For the Performance Surveys, is it ok to include a client contact who we worked with on the project while they were at the company at the time, but is now with a different employer?

Answer 7: No. The survey will need to be completed by a representative of the company for which work was completed.

Question 8: Please provide existing yard piping, hydraulic profile, structural, mechanical and electrical drawings for the clarifiers and filters at each facility.

Answer 8: More detailed information on the facilities will be made available during design.

Question 9: Would the County consider extending the due date for proposals one week?

Answer 9: Yes. Please see the revised submittal date on page 1 of this addendum.

Question 10: The PCU Biosolids Dewatering Alternatives Report (Hazen 2022), recommends relocating the screw presses from the NERWWTF to the NWRWWTF. The report indicates that PCU staff would likely support the relocation provided all the moving parts associated with screw presses are replaced. Further, there is reference to FKC developing a proposal for refurbishing the screw presses.

- a. What were FKC's estimated costs for refurbishment?
- b. Would the County be willing to share FKC's proposal?
- c. Considering the estimated costs for refurbishment, has there been any change in the County's strategy for biosolids dewatering at the NWRWWTF?

Answer 10: PCU has not solicited a proposal from FKC for these services. PCU has not changed its strategy for biosolids dewatering at the NWRWWTF.

Question 11: Does the County still wish to retain the existing mobile dewatering facilities as a back-up to the permanent biosolids dewatering facilities at the SWRWWTF and NWRWWTF?

Answer 11: PCU will consider keeping the mobile dewatering facilities in operation based on condition of the facilities and the cost of operation.

Question 12: An alternative delivery method such as Construction Manager at Risk (CMAR) was briefly mentioned in the pre-proposal meeting as a strategy to compress the delivery schedule.

- a. Has the County pre-qualified CMAR contractors for delivery of utilities projects?

Answer 12: No. The method for procuring construction services will be determined during the preliminary design phase.

Question 13: What is the scope of the electrical improvements planned for the SWRWWTF?

Answer 13: The exact scope of electrical improvements at the SWRWWTF will be determined during design. This may include design and construction of a new electrical building to house Motor Control Centers (MCCs) and other equipment necessary for the proposed improvements.

Executive Summary

The Carollo team brings unique benefits to Polk County Utilities (PCU) that will optimize our work on the Engineering Services for Improvements to the Northwest and Southwest Regional WWTFs.

At Carollo Water is All We Do

Founded in 1933, Carollo Engineers, Inc., is one of the largest engineering firms in the United States dedicated solely to water and wastewater engineering—it’s all we do.

This targeted expertise allows us to focus on developing best-value, innovative, and reliable solutions to help our clients protect public health and achieve their service goals. It also results in the recruitment of the brightest minds in the industry, a staff trained on issues impacting water and wastewater infrastructure, and pioneering ideas tailored to the specific needs of each client and project.

Carollo has been in business for 91 years and our reputation is based upon client service and a continual commitment to quality. We currently maintain 50+ offices in North America, including our eight Florida offices (Jacksonville, Orlando, Tampa, Sarasota, Fort Myers, Coral Springs, Miami, and Palm Beach).

Carollo is a full-service firm that specializes solely in the planning, design, permitting, and construction of wastewater systems.

We bring the following key benefits:



Client Understanding. Carollo has been serving Polk County for the past eight years. We have established a good rapport with County Utilities management and operations staff, and we have developed a good understanding of many aspects of the County's utility infrastructure. Carollo recently completed the conceptual improvements to the Northwest Regional Wastewater Treatment Facility and Southwest Regional Wastewater Treatment Facility, and we plan to optimize that knowledge and work already completed to help accelerate the design phase schedule. Among Carollo's other recent County projects are the new Gibson Oaks Water Production Facility, the new Cherry Hill Water Production Facility and Direct Potable Reuse Pilot, Advanced Metering Infrastructure (AMI) project, and the Comprehensive Operational Technology Plan or SCADA Master Plan.

Carollo understands that Polk County has a broad range of needs to be met. We are responsive to the needs of our clients, using innovative ideas to customize solutions to fit their needs (no cookie-cutter approach). Plus, we listen carefully to learn from their experiences and to understand their preferences.

1a. Company Name

Carollo Engineers, Inc.

1a. Address

200 E. Robinson Street, Suite 1400
Orlando, FL 32801
P: 407-478-4642
Contact: Vic Godlewski, PE,
vicgodlewski@carollo.com

1b. Number of Years in Business as the Same Company/Firm

14 years as Carollo Engineers, Inc.
(A Delaware corporation)

1c. Number of Employees

1,506 Total
1,265 Full-time
135 Total in Florida



Wastewater Treatment Experience. Carollo has designed new or improved facilities for more than 300 water reclamation and wastewater treatment plants ranging in size from less than 1-mgd to more than 450-mgd. We recently designed several WWTFs in Florida very similar to yours. Many of Carollo's projects have been award-winning, comprehensive designs for agencies facing complex issues.



Florida Team, National Expertise. Carollo's Florida offices offer a valuable and comprehensive blend of talent, with over 140 Florida staff ranging from engineers-in-training to senior designers to nationally recognized experts. Our local Orlando, Tampa, and Sarasota offices provide depth of expertise in the items requested in this RFP, including wastewater treatment, asset management, planning/modeling, facilities operation, and permitting. The proposed team, shown in the organization chart, maintains a sound understanding of issues of local importance. The people on the organizational chart are the people who will work on your projects. The team is supported by national-level experts who are available as needed for your specialized projects.



Comprehensive Team. We have assembled a comprehensive team of experienced and qualified professionals. The assigned Carollo staff and our subconsultant team members, having successfully completed similar projects in scope and magnitude, will bring their experience and lessons learned to deliver a successful project to the County.

The organization chart has been carefully assembled to provide resource optimization to concurrently design both WWTFs, as well as overlap project leaders and other project staff between the two WWTFs to provide uniformity and standardization in the design elements to benefit the project by providing ease of operation and maintenance; efficient maintenance of plant operations; and realistic, accurate, and well-sequenced construction schedules.

In keeping with Carollo's commitment to support locally based and minority/women owned businesses, our teaming partners include five Polk County based firms and six firms that are women or minority owned businesses.

With this submittal, we provide our commitment and desire to continue to work with Polk County. We will work hard and enthusiastically to provide quality, responsive engineering services for both WWTFs. With our growing local team and national level expertise, we are committing our culture to the County, working as one team and delivering results. We are fully committed to performing the proposed services according to the requirements noted in the RFP. We look forward to working with you.

Sincerely,

CAROLLO ENGINEERS, INC

Victor Godlewski, PE

Principal-in-Charge/Vice President

Amanda Bauner, PE, ENV SP

Project Manager/Vice President

1.d Certificate of Incorporation

State of Florida Department of State

I certify from the records of this office that CAROLLO ENGINEERS, INC. is a Delaware corporation authorized to transact business in the State of Florida, qualified on May 25, 2000.


The document number of this corporation is F00000003055.

I further certify that said corporation has paid all fees due this office through December 31, 2024, that its most recent annual report/uniform business report was filed on February 14, 2024, 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 Fifteenth day of February,
2024*




Secretary of State

Tracking Number: 3267143936CU

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

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

1.e Carollo Engineers License

Licensee						
Name:	CAROLLO ENGINEERS, INC.			License Number:	8571	
Rank:	Registry			License Expiration Date:		
Primary Status:	Current			Original License Date:	06/26/2000	
Related License Information						
License Number	Status	Related Party	Relationship Type	Relation Effective Date	Rank	Expiration Date
65401	Current, Active	BAUMBERGER, LAURA B	Registry		Professional Engineer	02/28/2025

1f.a**Proposers Incorporation Information**

(Submittal Page)

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

Company Name: Carollo Engineers, Inc.

DBA/Fictitious Name (if applicable): N/A

TIN #: 86-0899222

Address: 200 East Robinson Street, Suite 1400

City: Orlando

State: Florida

Zip Code: 32801

County: Orange 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: Victor Godlewski

Phone Number: 407-478-4642

Cell Phone Number: 407-478-4642

Email Address: vgodlewski@carollo.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: Delaware

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

1f.a

Form **W-9**
(Rev. March 2024)
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.**

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1	Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) Carollo Engineers, Inc		
	2	Business name/disregarded entity name, if different from above.		
	3a	Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input checked="" type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead 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 Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ <i>(Applies to accounts maintained outside the United States.)</i>
	3b	If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions <input type="checkbox"/>		
	5	Address (number, street, and apt. or suite no.). See instructions. 2795 Mitchell Drive	Requester's name and address (optional)	
6	City, state, and ZIP code Walnut Creek, CA 94598-1601			
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.

Social security number									
or									
Employer identification number									
8	6		0	8	9	9	2	2	2

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

Part II Certification

Under penalties of perjury, I certify that:

1. 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
2. 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
3. I am a U.S. citizen or other U.S. person (defined below); and
4. 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	Connie Barney Digitally signed by Connie Barney Date: 2024.04.03 15:53:24 -07'00'	Date
------------------	--------------------------	--	-------------

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.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

1f.b

Affidavit Certification Immigration Laws

POLK COUNTY WILL NOT INTENTIONALLY AWARD COUNTY CONTRACTS TO ANY FIRM 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 FIRM OF UNAUTHORIZED ALIENS A VIOLATION OF SECTION 274A(E) OF THE INA. **SUCH VIOLATION OF THE RECIPIENT OF THE EMPLOYMENT PROVISIONS CONTAINED IN 274A(E) OF THE INA SHALL BE GROUNDS FOR UNILATERAL CANCELLATION OF THE CONTRACT BY POLK COUNTY.**

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

Company Name: Carollo Engineers, Inc.

Signature: Victor Godlewski

Title: Vice President

Date: 7/31/2024

State of: Florida

County of: Sarasota

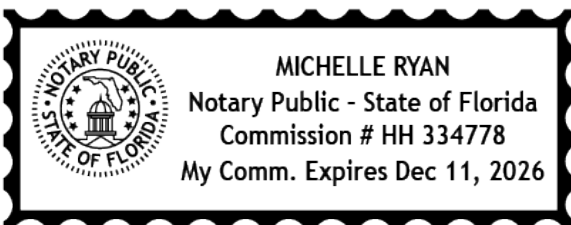
The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this 31 day of July, 2024, by Victor Godlewski (*name*) as Vice President (*title of officer*) of Carollo Engineers, Inc. (*entity name*), on behalf of the company, who is personally known to me or has produced _____ as identification.

Notary Public Signature: Michelle Ryan

Printed Name of Notary Public: Michelle Ryan

Notary Commission Number and Expiration: HH 334778 12/11/2026

(AFFIX NOTARY SEAL)



Completed via Remote Online Notarization using 2 way Audio/Video technology.

POLK COUNTY / IMPROVEMENTS TO THE NORTHWEST AND SOUTHWEST REGIONAL WWTF

1f.c

EMPLOYMENT ELIGIBILITY VERIFICATION (E-VERIFY) CERTIFICATION

(Florida Statutes, Section 448.095)

PROJECT NAME: RFP 24-552, Engineering Services for Improvements to the Northwest and Southwest Regional Wastewater Treatment Facilities

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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 31 day of July, 2024.

ATTEST:By: Michelle RyanPRINTED NAME: Michelle RyanIts: Notary/Office Administrator**CONSULTANT:**By: Victor GodlewskiPRINTED NAME: Victor GodlewskiIts: Vice President

1f.d

July 26, 2024

**POLK COUNTY, A POLITICAL SUBDIVISION OF
THE STATE OF FLORIDA
ADDENDUM # 1**

**RFP 24-552, Engineering Services for Improvements to the Northwest and
Southwest Regional Wastewater Treatment Facilities**

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Only those firms who attended the Mandatory Pre-Proposal meeting held on July 25, 2024, are eligible to submit a proposal.

Respectfully,

Ari Goldstein

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: Victor Godlewski
 Title: Vice President
 Company: Carollo Engineers, Inc.

1f.d

August 19, 2024

**POLK COUNTY, A POLITICAL SUBDIVISION OF
THE STATE OF FLORIDA**

ADDENDUM # 2

RFP 24-552, Engineering Services for Improvements to the Northwest and Southwest Regional Wastewater Treatment Facilities

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 RFP Document and acknowledgment of its receipt shall be noted on the Addendum.

Contained within this addendum: Revisions, Questions and answers.

The Bid Receiving Date has been extended one (1) week. The revised Bid Receiving Date is Wednesday, August 28, 2024, prior to 2:00 p.m.

Respectfully,

Ari Goldstein

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:

Victor Godlewski

Title:

Vice President

Company:

Carollo Engineers, Inc.

The Carollo team's approach is **focused on collaboration, creativity, and responsiveness** to deliver a successful project for Polk County Utilities.

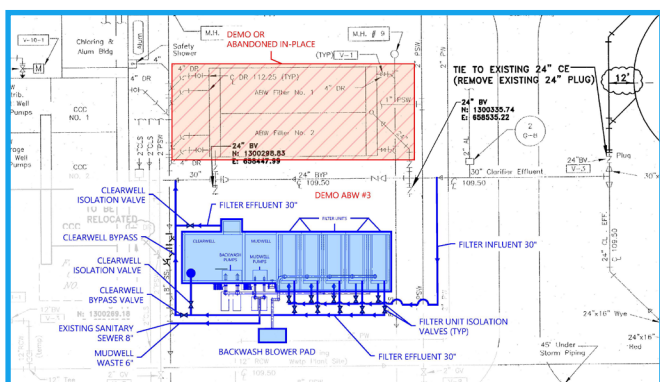
Improvements to the NRRWWTF and the SWRWWTF

Project Understanding/Approach

PCU has planned improvements to the 4-mgd SWRWWTF and the 3-mgd NRRWWTF, and is currently seeking to advance these improvements through the design, permitting, bidding, construction, and commissioning phases. Having prepared the conceptual design of the liquid stream improvements at the SWRWWTF and the NRRWWTF, Carollo thoroughly understands these project components.

Deep Bed Filters

Both regional facilities will receive new deep bed filters replacing traveling bridge filters that have reached the end of useful life. Robust treatment reliability is needed at the NRRWWTF, since it serves as the water source for the potable reuse pilot.



Our modular filter design will be adapted to each facility saving time and money.

Biosolids Dewatering

SWRWWTF. PCU's consultant recommended construction of a new dewatering building with three new centrifuges. The proposed building is similar to the dewatering building at the NRRWWTF. It would be an open air structure with a conveyor suitable for evenly loading a trailer.

Key Objectives –

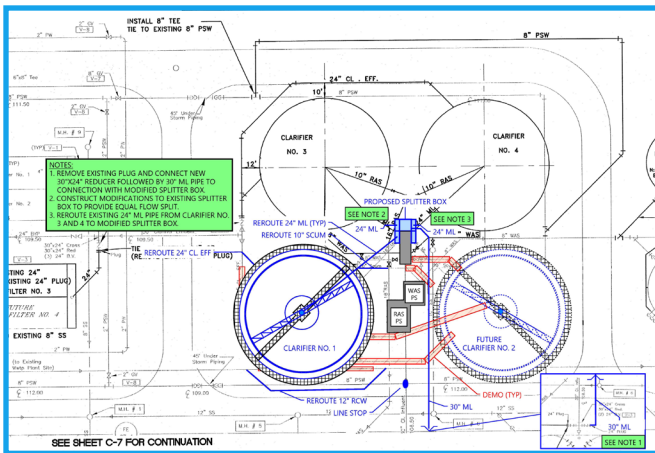
We've Heard you
Your key objectives will
guide our project work
from start to finish:

- High level of collaboration with staff on each phase of the project.
- Design innovation to optimize operations and reduce O&M costs
- Standardization among regional facilities
- Minimize assets that PCU has to manage to reduce O&M costs
- Provide reliable processes and components to prevent SSOs and permit violations

NRRWWTF. The proposed biosolids building would be similar except the recommended dewatering equipment would be four screw presses. Two of these presses could be rebuilt units relocated from the NRRWWTF. For both RWWTFs, the existing portable centrifuge facility could remain for back-up if it makes fiscal sense.

Clarifier Improvements at the SWRWWTF

- Replacement of the existing two 60 ft. diameter clarifiers with a single 90 ft. diameter unit.
- Modifications to yard pipe and the splitter box to provide uniform flow split between clarifiers.
- Replacement of the existing return activated sludge (RAS) pump station, providing a dedicated RAS pump for each clarifier.
- Replacement of the waste activated sludge (WAS) pumps with a modulating valve and flow meter assembly that diverts WAS from the RAS flow stream.



We have already collaborated with PCU to determine the best ML piping layout for the new clarifiers.

Managing the Project

Collaborative decision making is the hallmark of a well-executed project. Our team will work closely with PCU to advance decisions and develop a design that follows your direction and meets your needs. To effectively collaborate, Carollo will utilize the tools below to communicate and collaborate on this project.

MS Teams Site – This project site will host the essential documents for the project, providing ease of access by PCU. Project communication items, such as the Action and Decision logs, will be kept current on this site.

Weekly Project Manager (PM) Emails – At the end of week, PM Amanda Bauner, will summarize the work completed, upcoming work, and any outstanding actions for PCU. A simple act, yet we find this a powerful method to improve communications.

Evaluation and Design Workshops – Well planned and executed workshops are important to effectively meet your budget and make timely decisions to keep on schedule. We will be prepared at each workshop with the necessary information to inform PCU and to support decisions. For each workshop, review comments and decisions will be logged and uploaded to the Teams Site.

Operator Focused Sessions – We will conduct design workshops to review the controls, maintenance access, equipment types, and operations with your operations and maintenance staff. Having this input from your staff is important for a design centered around your needs.

Our delivery process also includes an innovative approach with a core management team that consists of one PM and two design leads (Sudhan and Andrew). Each design lead will work in parallel to advance the two treatment plant projects. This core management team will meet regularly to maintain consistency between the projects.

Dual Design Approach – Allocates engineering staff to each project for expedited design development and reduced overall schedule. To speed up the design process, we plan to use a modular design for the deep bed filters allowing the same basic design to be used for both facilities. Filter bed dimensions, clear well, mud well, and backwash capacities will be the same for each, but the SWRWTF will have an additional bed or beds. To further accelerate design, we plan to create a template for the biosolids dewatering buildings that can be adapted to centrifuges or screw presses as required for each RWWTF. Our design approach will result in more efficient production for both projects.

Permitting

We will leverage our experience and relationships with FDEP and PCU permitting departments to make sure the permitting process does not get on the critical path. At the start of the project, we will develop a permitting plan, which will identify each required permit, along with the procedure to obtain the permits. This document will be updated throughout the design and construction phases.

Permits and inspections necessary for this project may include FDEP's revisions to a wastewater treatment facility, County Fire Marshal inspections, County Department of Health inspections, and County Land Development permits.

Construction Phase

Whether this project is delivered by bidding and awarding to the lowest responsive contractor or with a construction manager at risk (CMAR), we have you covered.

Project Manager, Amanda Bauner, will continue to manage Carollo's services during construction. We are committed to forming a productive partnership with PCU staff and the contractor during this critical phase. Our design team members will support the construction phase through review and response to submittals and requests for information submitted by the contractor. We will be your advocates during construction, protecting your interests as the projects are built. We will carefully review proposals submitted by the contractor to make sure your cost exposure is minimized.

We will tailor our construction phase services to meet your needs. We can offer resident engineering, specialty inspection services, O&M manual preparation, training and project commissioning services.

Maintenance of Plant Operations (MOPO). This will be a critical element in both projects. Carollo is already familiar with the construction intricacies of both projects. MOPO planning will start immediately with the development of a plan for inclusion in the preliminary design reports. Carollo engineers, operations, and construction specialists will work with your staff to create a MOPO plan that addresses concerns and provides assurances that the threat of treatment interruptions and overflows is minimized. The MOPO plan will be updated collaboratively at each stage of the design process. We want to be certain that your staff is comfortable with the plan. We will also review the MOPO plan with the contractor to seek their input/ ideas. We will track and make sure all regulatory notices and forms are filed in a timely manner during the construction phase.

Ability of the Team

The Carollo team brings a focused cast of full discipline support, bench strength, and technical expertise. PCU will have dedicated local experts supported by national experts to provide a high quality design.

Local and National Technical Experts

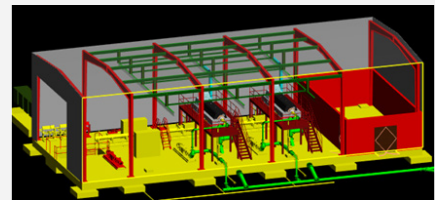
Our team includes experts in every aspect of your project, supported by national subject matter specialists. These experts will provide insights on the latest industry developments and conduct quality reviews, ensuring a unique design tailored to your specific needs—not just a “copy” of a manufacturer’s typical drawings or a recent local project. With our team, you can trust that your plants will have the best design, customized with relevant and valuable input.

Proven Leaders in Innovation

Over the past 90+ years, Carollo has led the water industry with research and innovation as shown by the examples on this page.

3D BIM (Building Information Modeling).

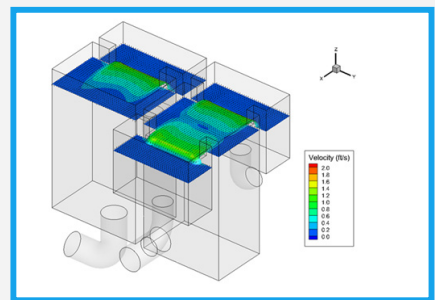
We are one of the few engineering firms that has heavily invested in **3D BIM** for more than a decade. A design completed in 3D BIM offers integration of multi-disciplinary data to create detailed digital representations that are managed on a shared platform for real-time collaboration with key decision makers. BIM aids in greater visibility resulting in easy and quick decision making, minimizes errors while saving contractors and owners time and money. The design for your facilities will be done using 3D BIM. The same model can then be transferred over to the contractor for preparing a very detailed construction sequence and schedule, quantity take-offs and early procurement of long lead items. Visualization aids in ease of installation while reducing time. The 3D BIM model will also assist with preparation of very detailed record drawings, far superior in content compared to the traditional 2D design.



3D BIM is cost effective - resolves conflicts during design avoiding potential delays during construction.

Computational Fluid Dynamics Modeling (CFD).

Flow splitting problems are best analyzed with three-dimensional (3D) CFD, a tool Carollo has been using for almost 30 years to solve complex flow and process problems. The CFD model is capable of capturing the complex interaction between geometry and fluid flow. We have created a CFD model of the proposed splitter box modifications at the SWRWTF. The results were favorable, indicating a uniform split between clarifiers.



The effectiveness of the conceptual splitter box design has been verified by CFD modeling.

Optimizing Polymer Use.

Technologies such as the **Discflo P6 Polymix™** process and/or SLG (Sludge Gas Liquid) process for polymer reduction for biosolids dewatering could be helpful to PCU. These technologies can offer 20+% savings in polymer costs while also generating a higher cake dryness, therefore reducing disposal costs.



Discflo P6 Polymix™ process and/or SLG (Sludge Gas Liquid) process.

Quality Control

As one of our clients, you have come to expect services of the highest quality. We have demonstrated that it is our job to determine what you expect for each specific project and how to deliver it.

All deliverables will be reviewed using Carollo's quality control process before sending them to PCU for review and comments. All of our reviewers are highly qualified in their engineering practices and will be independent of the design teams. The QC process will be managed by Vic Godlewski, who besides his key role in this project, is the Quality Manager for Carollo's Orlando office. It is his responsibility to make sure that Carollo's QC procedures are tightly followed.

Design engineers will work with their reviewer to document how each comment will be addressed. QC comments will be saved electronically in a QC file folder for future reference. A reviewer cannot sign off on their review until all comments have been adequately addressed.

In addition to discipline reviews (e.g. site civil, structural, mechanical), an interdisciplinary review will be conducted to for each deliverable to make sure there has been good coordination between disciplines.

Project Schedule

Our project schedule, as shown below, uses the Dual Design Approach. We will allocate adequate time for the QC process to be efficiently conducted in advance of deliverable due dates.



QA/QC Plan

QUALITY ASSURANCE/QUALITY CONTROL PLAN

- Establishes procedures for a successful and quality project
- Includes both Quality Assurance and Quality Control
- Will be confirmed with you at the start of the project



QUALITY ASSURANCE

- Conducted as the project progresses
- Independent peer reviews to address critical issues
- Eliminates fatal flaws
- Conducted in early stages to avoid rework



QUALITY CONTROL

- Quality checks prior to submittals
- Internal QC workshops prior to major submittals
- Independent QC team
- Written affidavit attesting to review and identifying corrected deficiencies



RESULT

Allows team to present highly evolved concepts in project workshops



RESULT

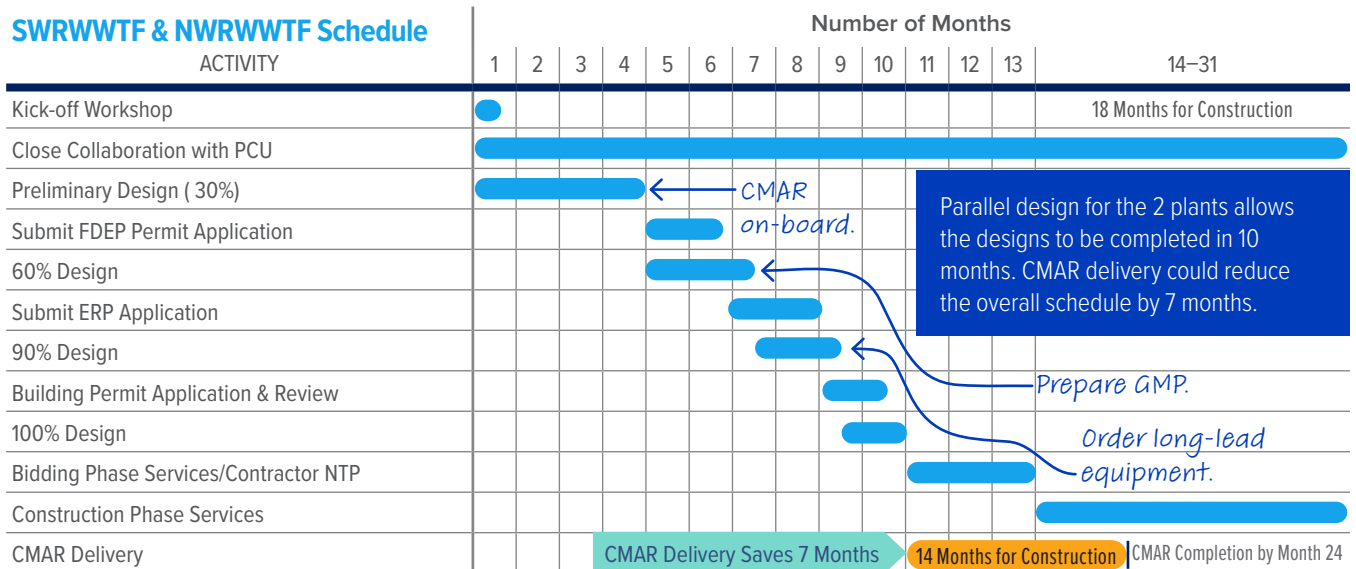
Provides high-quality deliverables that save your staff time

Quality services and deliverables at all project stages for a successful NRRWWTF & SWRWWTF Improvements project.

Managing Construction Costs

At each design milestone, an opinion of probable construction cost (OPCC) will be developed. The Carollo team includes PMA, a firm that specializes in schedule and cost management. PMA will be preparing the project's OPCCs.

As the project progresses, there will likely be decisions that are made that will impact the OPCC. We will advise you of those impacts giving you the opportunity to manage project costs. Should PCU decide to use an alternative delivery method such as construction manager at risk (CMAR), the responsibility for cost estimating will be transferred to the CMAR.



Experience, Expertise, Personnel & Technical Resources

Our **singular focus on only water** has allowed us to make some unique commitments to our clients. It allowed us to have the best talent in the industry, helping us deliver innovative solutions with unparalleled client service.

Projects of Similar Size and Scope

The table below and project descriptions that follow demonstrate our ability to successfully address complex technical, regulatory, and institutional issues to produce clear, cost-effective, and practical designs. We have also assisted many of our clients with subsequent construction and start-up of new and upgraded facilities.

Carollo Team's Representative Florida Wastewater Design Experience

Projects	Project Relevance					
	Plant Size (mgd)	RAS/WAS Pumping	Filters	Biosolids Handling	Secondary Clarifiers	Alternative Delivery
Southeast WWTP Improvements and Expansion* Pasco County	6-mgd	✓	✓	✓		
Bee Ridge WRF Expansion and AWT Conversion* Sarasota County	18-mgd	✓	✓	✓		
Westside Regional WRF Improvements (CMAR)* City of Daytona Beach	15-mgd		✓	✓		✓
Buckman WRF Biosolids Projects (CMAR)* JEA, Jacksonville	130-mgd			✓		✓
South Bermuda and Sandhill WRF Upgrades and Expansion (CMAR)* Toho Water Authority, Kissimmee	13-mgd 6-mgd	✓	✓	✓		✓
Conserv II WRF Biosolids Dewatering Systems Improvements City of Orlando	25-mgd	✓		✓		
Dunn WRF Filtration Improvements (PDB) Pinellas County	9-mgd		✓			✓
Conceptual Design for NWRWWTF and SWRWWTF Polk County	3-mgd 4-mgd	✓	✓		✓	
Wesley Center WWTP Expansion Pasco County	6-mgd		✓	✓		
Central County WRF, Phases 2, 3, and 4 Sarasota County	8-mgd		✓	✓		
SCRWWTDB Aeration/Capacity Improvements (PDB) Delray Beach/Boynton Beach	24-mgd		✓		✓	✓

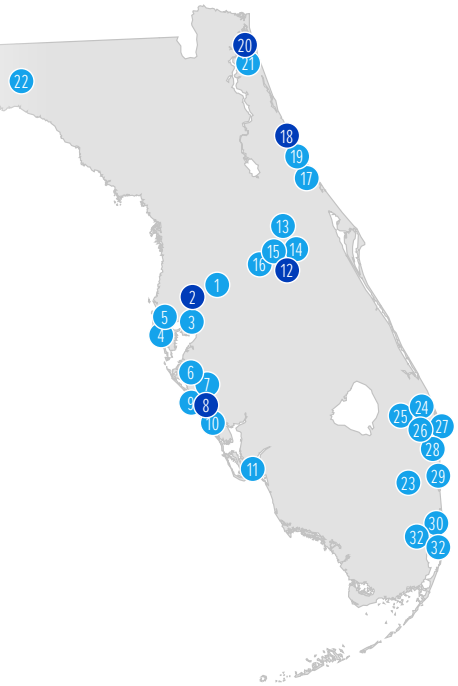
*Project description provided on the following pages.

Unmatched Wastewater Experience

In addition to a sound technical approach and our highly qualified dedicated team members, Carollo provides a wealth of relevant project experience and with that valuable production tools, procedures, and lessons learned, all contributing to quality and schedule.

- 1 **Pasco County** - Wesley Center WWTP Rehabilitation and Expansion
- 2 **Pasco County** - Southeast WWTP Expansion
- 3 **Hillsborough County** - Planning and Analysis of WRF Plants and Service Area
- 4 **Pinellas County** - South Cross Bayou WRF Digester Improvements (33-mgd)
- 5 **Pinellas County** - Dunn Water Reclamation Facility Filtration Improvements
- 6 **Manatee County** - Swwrf Process Modifications, Facility Additions & Upgrades
- 7 **City of Sarasota** - WWTP Improvements
- 8 **Sarasota County** - Bee Ridge WRF Expansion and Advanced Water Treatment Upgrades
- 9 **Sarasota County** - Central County WRF Phases II, III & IV Expansion
- 10 **Sarasota County** - Master Lift Station for Central County Water Reclamation Facility Expansion, Phase 2
- 11 **Collier County** - Northeast WRF Design
- 12 **Toho Water Authority** - South Bermuda and Sandhill WRF Expansion
- 13 **Seminole County** - Greenwood Lakes Capacity Assessment
- 14 **Orange County Utilities** - Multiple projects (studies & designs) on WRFs ranging from 5 to 43-mgd
- 15 **City of Orlando** - New Biosolids Dewatering at Conserv II (25-mgd)

- 16 **City of Orlando** - Iron Bridge WRF Plant Improvements/Expansion (40-mgd)
- 17 **City of Cocoa** - Jerry Sellers Pump Station Improvements
- 18 **City of Daytona Beach** - Westside Regional WRF Upgrades (15-mgd)
- 19 **City of Daytona Beach** - Bethune Point WRF Evaluations and Upgrades (13-mgd)
- 20 **JEA** - Buckman WRF Biosolids Conversion
- 21 **JEA** - Buckman UV System Replacement
- 22 **City of Tallahassee** - Lake Bradford Road WWTF Design
- 23 **Loxahatchee River Environmental Control District** - Odor Control Study
- 24 **City of Boynton Beach** - Master Lift Station 317 Major Upgrades, Bypass and Optimization Modeling
- 25 **City of Boynton Beach** - Owner's Representative Services for Design Build of Reclaimed Water Expansion
- 26 **South Central Regional Wastewater Treatment and Disposal Board** - South Central Wastewater Treatment Plant Continuing Engineering Services
- 27 **South Central Regional Wastewater Treatment and Disposal Board** - South Central Wastewater Treatment Plant Aeration Replacement and Capacity Upgrade



- 28 **East Central Regional Wastewater Treatment Facility Operation Board** - East Central Regional WRF Process Water System Assessment
- 29 **City of Delray Beach** - Structural Rehabilitation at Lift Stations 11 & 34 and Improvements at Master Lift Station 50
- 30 **Miami-Dade Water and Sewer District** - Central District Aeration and Clarifiers Expansion
- 31 **Miami-Dade Water and Sewer District** - Central District WWTP Tertiary Filtration and Disinfection Project
- 32 **Miami-Dade Water and Sewer District** - Consent Decree Services for Sludge Thickening and Dewatering Buildings at Central District WWTP and South District WWTP

● Reference Projects



“
Carollo’s team is very responsible and have the knowledge for this type of projects. They take care of the customer’s needs and are always looking for solutions.
 — Ivan Martinez, Project Manager - Pasco County
 ”

Southeast Wastewater Treatment Plant Expansion

Pasco County, FL

Project Background

The Southeast Wastewater Treatment Plant (SEWWTP) requires improvements to correct operating and other deficiencies mainly due to aging infrastructure, and expansion to increase the plant capacity to meet current and future demands. The SEWWTP will be expanded from 3.0- to 6.0-mgd AADF. Additionally, the project includes removal and replacement of force mains feeding into the facility. The scope of services includes preliminary design, final design, permitting, bid services, engineering services during construction (ESDC), and construction management.

How We Helped

Carollo provided Phase I engineering services for the condition assessment, process evaluation, capacity analysis report, and facility plan for the expansion and improvements of the Southeast WWTP. Carollo completed the final design for the following major components:

- New headworks facility with two coarse screens, two fine screens, two grit units, and odor control, designed for 6-mgd AADF and 15-mgd peak hour flow (PHF).
- Expansion of the existing biological treatment process with two new treatment basins, and conversion to the Anaerobic/Anoxic/Oxic (A2O) process.
- Conversion of the aeration from surface aerators to fine bubble pore diffusers and addition of new aeration blowers and new blower structure.
- Construction of one new 80-foot diameter secondary clarifier and retrofit of three existing clarifiers.
- Additional return activated sludge (RAS) and waste activated sludge (WAS) pumps.
- Expansion of the filtration system.
- Demolition and construction of two new chlorine contact chambers.
- Replacement of four existing pumps, with five new lead and lag transfer pumps, at the effluent transfer pump station.
- Demolition and construction of a new high service pump station with additional pumps.
- Construction of one new sludge holding tank and coarse bubble diffuser system, and one new open dewatering facility with one belt filter press and provisions for future second belt filter press, and capabilities to load and haul away biosolids.
- Expansion of the reject storage pond, with a new pump station and replacement of the drain system.
- Upgrade the existing SCADA system with new programmable logic controllers (PLCs), to support monitoring and control functions of all process equipment and addition of a new generator capable of handling all the facility load.

SIZE AND COST OF PROJECT

Project Size: 6-mgd

Project Cost (Engineering Fee): \$4.7 million

PROJECT REPRESENTATIVE

Ivan Martinez, Project Manager
 Pasco County Utilities
 8919 Government Drive
 New Port Richey, FL 34654
 Ph: 813-235-6189 x 6679
 imartinez@pascocountyfl.net

COMPLETION DATES

Scheduled Completion: 8/2025

Actual Completion: 10/2025 Est.

FIRM RESPONSIBILITY

Prime for condition assessment, process evaluation, capacity analysis, facility plan, preliminary and final design, process engineering, permitting, bidding assistance, startup assistance, and construction services.

KEY STAFF/ROLE

A. Bauner, Project Manager
 A. Gilmore, Principal-in-Charge
 M. Love, Process Engineer Lead
 V. Negron-Vieira, Structural

SUBCONSULTANTS

Specialty subconsultants assigned

PROJECT COST/CHANGE ORDERS

Original Budget: \$75 million

Final Budget: \$75 million

Change Orders: None

TIME EXTENSION IF APPLICABLE

N/A



“
Staff members of the County have been extremely pleased with the cost, quality, timeliness, and responsiveness of the professional consulting and engineering services that we have received from Carollo. Our association has been very positive, and we have always found the principals, staff members, and support staff to be above average in professional capability.
 — Gregory S. Rouse, Manager Utilities/ Environmental, Sarasota County
 ”

Bee Ridge WRF Expansion and Advanced Water Treatment Upgrades

Sarasota County, FL

Project Background

The County retained Carollo to evaluate design upgrades and requirements to expand the Bee Ridge WRF (BRWRF) from 12-mgd MADF to 18-mgd MADF and convert its process to meet Florida advanced wastewater treatment (AWT) requirements. This effort includes the design and construction of new biological nutrient removal (BNR) basins and a new membrane bioreactor (MBR) system.

How We Helped

Carollo evaluated seven treatment process alternatives to determine which treatment process will best meet the County’s requirements for AWT. The evaluations included BNR process in conventional activated sludge (CAS) arrangements, as well as alternative technologies such as MBR, IFAS, AGS, and BAS. A suite of decision criteria was used during a comparative analysis of each alternative. The County’s priorities for each criterion were then applied at a workshop and MBR, CAS, and SFAS alternatives were determined to best meet the County’s requirements and short-listed for further evaluations. Additional evaluations assessed hydraulics, site layouts, additional project-specific design criteria, and various economic and non-economic criteria such as capital and O&M costs, site constraints, and flexibility for future upgrades. These evaluations were presented in a technical memorandum and discussed during a Carollo CAMP® session. The session led to the selection of a Modified Bardenpho treatment process with MBR, as it required a much smaller footprint, which provides the County flexibility to expand the BRWRF in the future. The MBR also provides the additional flexibility required to implement high-level treatment options, such as indirect non potable reuse, in the future.

The preliminary design phase also included the preparation of technical memoranda to evaluate and develop the necessary proposed facilities, utilities, and on-site infrastructure, with an overall focus on developing the applicable design criteria and site development requirements for subsequent detailed design and construction phase services. Preliminary design services were completed in August 2020.

After completion of the preliminary design phase Carollo assisted the County in selecting a construction manager-at-risk (CMAR) including development of Request for Proposal documents, responses to proposer questions and preparation of addenda.

SIZE AND COST OF PROJECT

Project Size: 18-mgd
 Project Cost (Engineering Fee): \$13.3 million

PROJECT REPRESENTATIVE

Gregory Rouse, Manager,
 Utilities/Environmental
 Sarasota County
 1001 Sarasota Center Boulevard
 Sarasota, FL 34240
 Ph: 941-861-0548
 grouse@scgov.net

COMPLETION DATES

Scheduled Completion: On Schedule
 Actual Completion: 12/2025 Est.

FIRM RESPONSIBILITY

Prime for basis of design, preliminary and final design, process engineering, permitting, bidding assistance, startup assistance, and construction services.

KEY STAFF/ROLE

- A. Bauner, Quality Manager/Sustainability/Envision Lead
- A. Gilmore - MBR Design Lead
- M. Love, Senior Engineer/Technical Lead
- A. Irhayyim, Structural
- B. Graham, Operational Process
- V. Negron-Vieira, Structural
- E. Wicklein - CFD Modeling

SUBCONSULTANTS

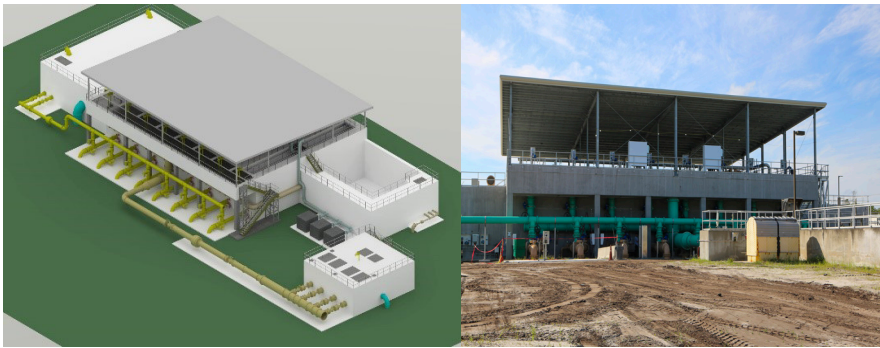
Specialty subconsultants assigned

PROJECT COST/CHANGE ORDERS

Original Budget: \$178 million
 Anticipated Project Cost: \$178 million
 Change Orders: None

TIME EXTENSION IF APPLICABLE

N/A



Westside Regional WRF Improvements

City of Daytona Beach, FL

Project Background

The project consisted of the design and construction improvements to three critical treatment processes, including new tertiary deep-bed sand filters with tertiary influent pump station, return activated sludge (RAS) and waste activated sludge (WAS) pumping, and Bardenpho™ Stage 3 and Stage 5 aeration improvements. These improvements were critical for treatment and compliance with the state permit.

How We Helped

The new tertiary deep-bed sand filters replaced the existing failing automatic backwash (ABW) filters. Carollo was hired to perform a condition assessment of the existing filters and prepare a desktop evaluation of various tertiary filtration technologies. The condition assessment determined that the existing filters had reached their useful life and required significant daily and monthly maintenance to keep them running. The subsequent UV disinfection system was struggling to maintain a reliable dose to meet the reuse standards, with the plant often exceeding the fecal limits. Carollo prepared a desktop evaluation of various tertiary filtration technologies and recommended the design and construction of new deep-bed sand filters. The new filters provide a more reliable, robust, and efficient filtration system critical to treat the wastewater to reuse standards.

The existing RAS/WAS pumps were replaced with new dry-pit submersible pumps and process piping. The existing submersible pumps were in a large underground wet-well that collected the RAS from the secondary clarifiers at the plant. In the past, the wet-well had overflowed on to the ground during power outages. The submersible pumps also struggled to maintain proper RAS and WAS flows due to ragging issues. The new RAS/WAS pumps were designed as dry-pit screw centrifugal pumps located at grade. The screw centrifugal pumps are best suited for this application and have worked very well since installation, significantly reducing O&M costs. The existing above grade RAS/WAS collection box was converted to a wet-well for these pumps. The configuration of this pumping system eliminated any possibility of overflows.

The existing Bardenpho™ Stage 3 and Stage 5 aeration equipment was replaced with larger and more efficient aeration equipment critical to the main treatment process of the plant. During race weeks and other major events within the City, the treatment plant receives higher wastewater flows and loads, and the existing aerators had difficulty providing sufficient air to meet the demand to treat the incoming wastewater. The larger VFD-driven 200-hp mechanical surface aerators were designed to handle these peak events and treat the wastewater to the plant permit limits.

“
The Westside Regional WRF Improvements project Carollo completed for the City was the largest project the City completed in over 20 years and the first alternative delivery project. Carollo’s outstanding performance, knowledge, and dedication helped to ensure the City met regulatory requirements and standards within the time frames specified.

— Eric A Smith PE, Deputy Utilities Director, City of Daytona Beach

SIZE AND COST OF PROJECT

Project Size: 15-mgd aadf and 45-mgd peak flow
 Project Cost (Engineering Fee): \$2.9 million

PROJECT REPRESENTATIVE

Eric Smith, Deputy Utilities Director
 City of Daytona Beach
 3651 LPGA Boulevard
 Daytona Beach, FL 32124
 Ph: 386-671-8829
 smitheric@codb.us

COMPLETION DATES

Scheduled Completion: Engineering: 7/2018
 Actual Completion: Engineering - 7/2018
 Substantial Construction - 10/2020
 Final Construction - 2/2021

FIRM RESPONSIBILITY

Prime for preliminary and final design, process engineering, permitting, bidding, construction and startup assistance.

KEY STAFF/ROLE

S. Paranjape, Project Manager
 E. Wicklein, Modeling

SUBCONSULTANTS

Hillers Inc., Electrical and I&C
 Wekiva Inc., Structural

PROJECT COST/CHANGE ORDERS

Original GMP: \$39.9 million
 Actual Project Cost: \$39.9 million
 Change Orders: N/A Change orders were part of GMP.

TIME EXTENSION IF APPLICABLE

N/A



Buckman WRF Biosolids Conversion Projects

JEA, Jacksonville, FL

Project Background

JEA performed a Biosolids Management Study (BMS) to develop a plan for improving its biosolids management system over a 20-year period and retained Carollo to complete the design of a new biosolids processing facility to house new thickening, dewatering, and thermal drying systems suitable for treating 260 wet tons/day capacity.

How We Helped

Carollo completed the design of a new multi-story biosolids processing facility. The new facility is comprised of a 190-foot wide, 262-foot long, and 80-foot tall CMU block building with concrete beams and columns to house all the necessary components. The facility combines the thickening and dewatering processes, along with thermal drying facilities under one roof, to provide an O&M-friendly facility with essential reliability and redundancy. This includes new gravity belt thickening (GBT) (five GBT), centrifuge dewatering (four centrifuges), new polymer storage and feed equipment, dewatered cake conveying equipment, and dual thermal drum drying facilities with a pellet (92% dried pellet) truck loading station with ancillary support systems, new 2.0-million-gallon raw sludge holding tank, sludge screens (16 screens), satellite cake receiving station, cake dilution tanks and digester feed pumps. Repairs and rehabilitation of the existing digester mixing system, sludge storage tank, drum dryer and biosolids processing building are underway to serve JEA until the new biosolids processing facility is operational.

The entire design of the facilities was completed using REVIT® Building Intelligent Model for discipline coordination and eliminating conflicts as well as providing a very O&M-friendly open floor space.

The project streamlines O&M for ease of solids handling at Buckman WRF while reaping the benefits of reduced volume and Class A solids by adding a thermal drying process, therefore, reducing costs and risks in biosolids disposal. The goal is to provide longevity to the solids systems and equipment, and significantly reduce operating costs.

“
Throughout this project, even with the pandemic, Sudhan and his team were responsive and productive. Workshops were thorough, but efficient. Our questions were answered, our concerns addressed. Reports and technical memos were accurate and detailed.

— Hai X. Vu, PE
Interim VP & General Manager,
Water & Wastewater Systems

SIZE AND COST OF PROJECT

Project Size: Biosolids – 260 wet tons/day (treating ~130 mgd)

Project Cost (Engineering Fee): \$20.4 million

PROJECT REPRESENTATIVE

William Clendening, Project Administrator Senior
JEA

2221 Buckman Street
Jacksonville, FL 32206
Ph: 904-665-6493
clenwm@jea.com

COMPLETION DATES

Scheduled Completion: Engineering. 6/2024

Actual Completion: Engineering - 6/2024

Substantial Construction - 5/2028 Est.

Final Construction - 9/2028 Est.

FIRM RESPONSIBILITY

Prime for preliminary and final design, and construction services.

KEY STAFF/ROLE

S. Paranjape, Project Manager

V. Godlewski, QA/QC

N. Anderson, I&C

V. Negron-Vieira, Structural

E. Wicklein, Modeling

C. Karavangelos, Project Engineer

K. Wood, I&C

SUBCONSULTANTS

C&ES Inc., Construction Inspection and Architecture

GM Hill, Building MEP

PROJECT COST/CHANGE ORDERS

GMP: \$310 million

Change Orders: N/A

TIME EXTENSION IF APPLICABLE

None to Date



Sandhill WRF and South Bermuda WRF Biosolids Dewatering System Improvements

Toho Water Authority, FL

Project Background

The project consisted of the design and construction of improvements to the biosolids dewatering system at both the South Bermuda WRF and Sandhill Road WRF facilities. Carollo was hired in 2015 to perform a centrifuge technology evaluation study which included comparing centrifuges made by six manufacturers and short listing them for design and bidding.

How We Helped

Following the completion of the study, Toho Water Authority engaged Carollo to provide engineering services related to the design, permitting, bidding and construction for the dewatering improvements at both the South Bermuda and Sandhill Road WRFs.

The South Bermuda WRF design and installation included retrofitting the existing belt filter press dewatering building with three new high solids centrifuges and associated polymer storage and feed, sludge feed, and cake conveyor equipment. A new truck loading station for unloading dewatered cake was designed and constructed. An existing old electrical building was rehabilitated to house all necessary electrical equipment.

The Sandhill Road WRF design and installation included a new metal building for housing three new high solids centrifuges and associated polymer storage and feed, sludge feed, and cake conveyor equipment. A new truck loading station for unloading dewatered cake was designed and constructed. The building also included an electrical room for all supporting electrical gear. Two existing sludge holding tanks were rehabilitated to serve for sludge holding and feed to the dewatering centrifuges.

“
On a recent client survey for the Toho Water Authority’s Force Main Replacement from LS57 to South Bermuda WRF project, Lan Zhou, PE, Toho’s project manager, gave Carollo a perfect score on all categories ranging from our ability to manage risk, schedule, and cost to their overall comfort level and satisfaction with hiring us for future projects.
”

SIZE AND COST OF PROJECT

Project Size: 13-mgd AADF South Bermuda WRF
6-mgd Sandhill Road WRF
Project Cost (Engineering Fee): \$782,094

PROJECT REPRESENTATIVE

Deborah Beatty, Project Manager
951 Martin Luther King Boulevard
Kissimmee, FL 34741
Ph: 407-944-5023
dbeatty@tohowater.com

COMPLETION DATES

Scheduled Completion: Engineering - 7/2018
Actual Completion: Engineering - 7/2018
Substantial Construction - 5/2019
Final Construction - 5/2019

FIRM RESPONSIBILITY

Prime for preliminary and final design, process engineering, permitting, bidding, construction, and startup assistance.

KEY STAFF/ROLE

S. Paranjape, Project Manager
V. Negron-Vieira, Structural

SUBCONSULTANTS

EDA Inc., Electrical and I&C

PROJECT COST/CHANGE ORDERS

Original GMP: \$13.3 million
Actual Project Cost: \$13.3 million
Change Orders: N/A - Change orders were part of GMP.

TIME EXTENSION IF APPLICABLE

N/A

Organizational Chart: One Team, One Focus

Our integrated “one team” philosophy starts with assembling a comprehensive design team that brings a blend of proven experience, technical excellence, and continuity. Our team is built around a simple, yet powerful concept—**put the best individuals into roles where they can add the highest value to PCU.**

Sudhan brings hands-on management and technical experience from leading the design of wastewater treatment projects of varying size and complexity and employing an array of advanced treatment technologies.

All members of the above design team will take part in the Bidding and Construction Services.

Amanda is a proven leader in the wastewater industry. Her project management experience includes managing projects for WWTP upgrades, from design through construction and close-out.

Andrew has designed and delivered WWTPs across the U.S. and in Florida. He has delivered many of these under alternative delivery methods such as CMAR.



Legend

- 1. Bobes Associates Consulting Engineers, Inc. (M)
- 2. CivilSurv Design Group, Inc. (P)
- 3. ECHO Utility Engineering & Survey (M)
- 4. Electrical Design Associates (M)
- 5. Madrid CPWG (W, P)
- 6. Patel, Green and Associates (M, P)
- 7. Pickett & Associates, LLC (P)
- 8. PMA Consultants (M)
- 9. The Lunz Group (P)
- (P) Polk County Firm
- (W) WBE
- (M) MBE
- (Key Personnel)
- * Licensed in a state other than Florida



Amanda Bauner, PE, ENV SP
Project Manager

“I believe collaboration and understanding your needs are the keys to a successful project to make sure PCU’s vision is delivered on time and within budget.”

Experience and Qualifications Relevant to Proposed Project

» **Southeast WWTP Improvements and Expansion | Project Manager | Pasco County, Zephyrhills, Florida | Project Cost: \$112 million**

Carollo is providing facility planning, preliminary design, final design, and construction-phase services for the improvements and expansion of the County’s 3-mgd WWTP, expanding its capacity to 6-mgd annual average daily flow. The project also includes additional force mains.

» **Wesley Center WWTP Improvements and Expansion | Senior Project Engineer | Pasco County, New Port Richey, Florida | Project Cost: \$30.7 million**

Carollo provided facility planning, preliminary design, and final design for the improvements and expansion of the County’s Wesley Center WWTP, expanding its capacity from 6- to 9-mgd AADF. Carollo also provided construction phase services.

» **Gibson Oaks WPF Upgrade | Project Manager | Pasco County, Florida | Project Cost: \$1.9 million**

Part 1 of the project included support services, preliminary design, and permitting as well as bid construction phase services for a new potable production well. Part 2 of the project consisted of the final design, permitting, bidding, and construction phase services for the Gibson Oaks WPF upgrades to increase water system reliability/ redundancy by providing a second potable water distribution system loop and additional WPF capacity to serve existing and future development. Improvements included off-site potable water and raw water main improvements associated with the project.

» **Bee Ridge WRF Expansion and Conversion to Advanced Wastewater Treatment (AWT) | Quality Manager and Envision Sustainability Lead | Sarasota County, Florida | Project Cost: \$169.8 million**

The facility will be expanded from 12-mgd to 15-mgd AADF and converted to a membrane bioreactor (MBR) driven five stage biological nutrient removal (BNR) activated sludge process to achieve AWT. This project includes technical guidance and evaluation of the BNR basins, effluent transfer system, reclaimed water storage and pumping systems, chemical facilities, and construction services. Also included is developing design criteria for anaerobic selectors, anoxic selectors, aeration selectors, stacked tray grit removal, internal recycle, ETPS, HSPS and chemical feed systems, including sodium hypochlorite, alum, citric acid, ammonia, and Micro-C; making detail design calculations; preparing plans and specifications; cost estimating, and quantity take offs; conducting permitting assistance; and evaluating construction submittals, RFIs and change orders. The design was completed in 2022 and Carollo is on schedule for the completion of the construction phase and startup services in 2025.

» **Turnpike WWTP Expansion from 4.5- to 6-mgd | Project Manager | Leesburg, Florida | Project Fees: \$844,914**

As subconsultant Carollo is conducting the Phase 2 design from 4.5- to 6.0-mgd AADF, including basis of design report, final design, and construction services.

» **William E. Dunn WRF Reclaimed Water Meters | Project Manager | Pinellas County Utilities, Palm Harbor, Florida | Project Cost: \$1.1 million**

As part of the Pinellas County Continuing Services Contract, Carollo performed design engineering services to replace four reclaimed water meters and to install one new meter at the Dunn WRF. Design services included mechanical, electrical, and instrumentation and control design. Carollo coordinated with Pinellas County Utilities engineering staff and plant staff, as well as the contractor.

FIRM TITLE

Vice President

YEARS EXPERIENCE

27 Years

EDUCATION

BSCE Civil Engineering, Purdue University

CERTIFICATION

Envision Sustainability Professional

OSHA 10-Hour Construction

ACTIVE REGISTRATION

Professional Engineer, FL No. 86344

PROFESSIONAL ORGANIZATIONS

American Water Works Association

Water Environmental Association



BENEFIT TO POLK COUNTY

- Brings both consulting and utility experience to understand PCU’s concerns and drivers for a successful project delivery.
- Committed to the availability and continuity of team resources, to work cooperatively with County staff, and to make project decisions quickly and in PCU’s best interest.
- Serves as Carollo’s Resource Manager for the Florida region.



Victor Godlewski, PE

Principal-In-Charge & QA/QC - Process/Mechanical

“In my principal-in-charge role, I will stay connected with County staff to make sure your overall expectations are being met throughout the project duration.”

Experience and Qualifications Relevant to Proposed Project

» Conceptual Improvements to NWRWWTF and SWRWWTF | Project Manager and Process Engineer | Polk County Utilities, Florida | Project Cost: \$96,280 (Study)

Provided an evaluation of the alternatives for replacement of the tertiary filters at the NWRWWTF and the SWRWWTF. In addition, rehabilitation of two existing 60 ft. diameter clarifiers was compared with replacement using a single 90 ft. diameter unit. The County also desired to achieve a better flow split through the influent splitter box, abandon the use of telescoping valves for sludge wasting and revise the return activated sludge (RAS) pump arrangement so that each clarifier would be served by a dedicated pump. A revised splitter box was proposed using weir gates for flow splitting. A new mixed liquor pipeline from the activated sludge process to the splitter box was proposed avoiding the use of intermediate pumps to overcome higher head loss. A new RAS pump station was proposed providing each clarifier with a dedicated RAS pump. Waste flow would be diverted from the RAS flow stream using a modulating valve and flow meter combination. For cost comparison, the use of MBR technology was evaluated for both facilities as a replacement for the solids separation provided by conventional clarifiers and filters.

» Northeast Regional WWTP Expansion 2.0-mgd to 3.0-mgd | Project Manager | Polk County Utilities, Florida | Project Cost: \$2.7 million

Scope of services included expansion and upgrade of a WWTP from 0.6-mgd to 3.0-mgd with advanced secondary treatment for reclaimed water quality. Treatment units included headworks, carousel aeration with internal denitrification, clarification, ABW filtration, chlorine contact, transfer pumping, ground storage, reclaimed water pumping, percolation ponds, bio solids thickening and aerobic digestion.

» Sandhill Road WRF Expansion from 6-mgd to 9-mgd | Technical Reviewer | Toho Water Authority, Kissimmee, Florida | Project Cost: \$33 million

This project included replacing existing influent screens, grit removal, flow splitting basin, converting existing oxidation ditch to either a plug flow reactor with diffusers and blowers or replace existing 100-hp surface aerators with large 200-hp surface aerators, replacing diffusers in the A/OA/O train 2, adding one new secondary clarifier, adding new cloth disk filters, new chlorine contact basin, modifications to effluent transfer pumping and review of all effluent disposal alternatives.

» 5.0-mgd Hamlin WRF | Engineer-of-Record | Orange County Utilities, Orlando, Florida | Project Cost: \$12.5 million

Responsible for the final design of the new Phase I high level disinfection and reclaimed water storage and pumping facilities. Responsible for the design of disk filtration system, chlorine contact tanks, transfer pump station, reclaimed water ground storage tank, and high service pump station. The high service pump station was designed to simultaneously handle reclaimed water for public access reuse and substandard reclaimed water that must go to the Conserv II rapid infiltration basin system for alternative disposal.

» Three Oaks WWTP | Project Manager | Lee County, Florida | Project Cost: \$22 million

Responsible for the preliminary design, permitting, final design and construction phase for a contractor led design build project to expand the facility. The project expanded the WWTP from 3.0- to 6.0-mgd and included expansions and upgrades to preliminary treatment, biological nutrient removal system, secondary clarification, return activated and waste activated pump stations, deep-bed tertiary filtration, chlorine disinfection, sodium hypochlorite storage and feed system, on-site plant lift stations, and sludge dewatering.

FIRM TITLE

Vice President

YEARS EXPERIENCE

46 Years

EDUCATION

MS Environmental Engineering, University of Central Florida

BSE Environmental Engineering, University of Central Florida

ACTIVE REGISTRATION

Professional Engineer, FL No. 33139

PROFESSIONAL ORGANIZATIONS

Water Environment Federation



BENEFIT TO POLK COUNTY

- Successfully designed 24 WWTFs in Florida and completed numerous upgrade and expansion projects, including projects involving biological nutrient removal and beneficial reuse.
- Familiarity with the site through previous work and recent site visits.
- As your PIC, he keeps an ongoing rapport with PCU and is committed to the successful completion of your project.
- Quality Manager of Carollo's Orlando office.



Andrew Gilmore, PE

Project Engineer -SWRWTF

“Sudhan and I are ready for a high-level of collaboration to deliver your projects simultaneously and efficiently. This is a great opportunity to improve consistency between your plants.”

Experience and Qualifications Relevant to Proposed Project

» Southeast WWTP Improvements and Expansion | Principal-in-Charge | Pasco County, Zephyrhills, Florida | Project Cost: \$112 million

Carollo is providing facility planning, preliminary design, final design, and construction-phase services for the improvements and expansion of the County's 3-mgd WWTP, expanding its capacity to 6-mgd annual average daily flow. The project also includes additional force mains.

» Conceptual Improvements to NWRWWTF and SWRWTF | MBR Design Lead | Polk County Utilities, Florida | Project Cost: \$96,280 (Study)

Andrew was the technical lead on the evaluation of membrane bioreactor (MBR) technology for the SWRWTF and the NWRWWTF. Faced with filter improvements at both plants and clarifier improvements at the SWRWTF, the MBR approach was viewed as a valid alternative to conventional solids separation. Capital, operations and maintenance and life cycle costs were developed for MBRs at both facilities. Although MBR technology was attractive for the SWRWTF, it was too expensive for the NWRWWTF. The County decided they would be best served by retaining the conventional treatment approach.

» Bee Ridge WRF Expansion and Conversion to AWT | MBR Design Lead | Sarasota County, Florida | Project Cost: \$169.8 million

The facility will be expanded from 12-mgd to 15-mgd AADF and converted to a MBR driven five stage BNR activated sludge process to achieve AWT. This project includes technical guidance and evaluation of the BNR basins, effluent transfer system, reclaimed water storage and pumping systems, chemical facilities, and construction services. Also developed design criteria for anaerobic selectors, anoxic selectors, aeration selectors, stacked tray grit removal, internal recycle, ETPS, HSPS and chemical feed systems, including sodium hypochlorite, alum, citric acid, ammonia, and Micro-C; design calculations; plans and specifications; cost estimates, and quantity take offs; permitting; and construction submittals, RFIs and change orders.

» William E. Dunn WRF Filtration Improvements Progressive Design-Build | Technical Advisor | Pinellas County, Florida | Project Cost: \$13 million

Andrew provided review and technical input for the design and construction of the filtration and disinfection improvements at the WRF. This project entails the installation of three new AquaDiamond® cloth media filters in three of the existing traveling bridge filter basins to increase capacity in each basin and to replace aging filter equipment and the removal of a fourth traveling bridge filter equipment fill from the basin. A new bulk liquid sodium hypochlorite system to replace the existing gas chlorine system that feeds chlorine to the CCCs. This system consists of two bulk storage tanks, two loop recirculation pumps to provide the chlorine to the off-site pump station, and seven chemical feed skidded pumps.

» Ocotillo WRF Expansion Design | Project Manager | City of Chandler, Arizona | Project Cost: \$129 million

This 6.6-mgd expansion with several new 18-mgd facilities involved permitting, public outreach, and design for an MBR expansion. Andrew worked on the MBR liquids treatment upgrade consisting of coarse and fine screening, bioreactor basins, membrane tanks, clean-in-place (CIP) facilities, submerged membrane filters, and chlorine disinfection. Work efforts also included modifications to the new Airport Lift Station to serve as a joint influent pump station, new joint headworks, membrane bioreactor treatment, disinfection, basin/tank covers, foul air ductwork and associated odor control systems, solids handling facilities, as well as effluent water storage and pumping facilities. Design also included a new administration building, process laboratory, extensive perimeter landscaping, and coordination with the construction manager at risk (CMAR) contractor.

FIRM TITLE

Vice President

YEARS EXPERIENCE

28 Years

EDUCATION

MS California Polytechnic State University, Water Engineering

BS State University of New York, Engineering Geology

ACTIVE REGISTRATION

Professional Engineer, FL No. 88154

PROFESSIONAL ORGANIZATIONS

Water Environment Federation

American Membrane Technology Association



BENEFIT TO POLK COUNTY

- Over 28 years of wastewater treatment design experience including greenfield and retrofit expansion projects.
- Alternative delivery experience with over two dozen projects delivered in this fashion.
- He will leverage his national and Florida experience to deliver the best solutions to fit your needs.



Sudhan Paranjape, PE

Project Engineer - NWRWWTF

"I have over 30 years of experience in the planning, design, permitting and construction of WWTFs. I have designed tertiary filtration systems and biosolids treatment and dewatering systems and will bring that experience to successfully deliver your projects."

Experience and Qualifications Relevant to Proposed Project

» Biosolids Improvements at the Buckman WRF | Project Manager and Design Manager | JEA, Jacksonville, Florida | Project Cost: \$310 million

There are five projects under this program including the planning, design, bidding, permitting and construction of a new 3-story biosolids processing facility with four gravity belt thickeners, sludge feed and thickened sludge pumps, liquid polymer storage and feed system, four high-speed centrifuges, feed pumps and liquid polymer storage and feed system, cake conveyors and piping, two new dual drum thermal dryer trains, pellet storage silos, truck loading bay with scales, a new 2.0 million gallon raw sludge holding tank and associated big bubble mixing system and in-line sludge screens.

» 40-mgd Iron Bridge Dewatering System Improvements | Project Manager | City of Orlando, Florida | Project Cost: \$14.8 million

Design to replace the existing 2-belt filter presses and gravity belt thickener with 3-belt filter presses and associated sludge feed pumps and polymer feed system, replacing diffusers in the sludge conditioning basins, refurbish existing blowers and move blowers to near the sludge conditioning basins.

» Sandhill Road WRF Expansion | Project Manager and Design Manager | Toho Water Authority, Kissimmee, Florida | Project Cost: \$51.4 million

Preliminary and final design, permitting, bidding and construction of improvements and expansion of the existing 6.0-mgd treatment plant to a rated capacity of 9.0-mgd. It included new sludge screens and grit removal, rehabilitation of flow splitting structure, and new 4-Stage Bardenpho basin with diffused aeration, blowers, secondary clarifiers and RAS/WAS pumps, filters, chlorine contact tank, effluent transfer pumps, reclaimed 4.0-million-gallon water storage tank, high service pumps, and a 3.0 million gallon reject storage tank.

» Westside Regional WRF Upgrades and Improvements | Project Manager and Design Engineer | City of Daytona Beach, Florida | Project Cost: \$36.23 million

This project included preliminary, final design, bidding, permitting and construction phase services for new deep-bed sand filters (15-mgd, adf with 45-mgd peak flow), new RAS/WAS pumping, Bardenpho Stage 3 and Stage 5 aeration, two new 3-belt belt filter presses, new sludge feed pumps, polymer storage and feed system, cake conveyors and new truck unloading stations.

» South Bermuda and Sand Hill Road WRF– New Biosolids Dewatering Facilities | Project Manager and Design Engineer | Toho Water Authority, Kissimmee, Florida | Project Cost: \$13.3 million

This project included preliminary, final design, bidding, permitting and construction phase services for adding new centrifuge dewatering facilities including new sludge feed pumps, polymer storage and feed system, cake conveyors and new truck unloading stations at each of the two WRFs.

» Biosolids Dewatering System Improvements at Conserv II WRF (25-mgd) | Project Manager | City of Orlando, Florida | Project Cost: \$14.2 million

The facility has four 2-meter belt filter presses (BFP). A pilot study evaluated three dewatering technologies, including new BFPs, centrifuges, and screw presses. Based on pilot test results, the 3-belt BFPs were chosen as the dewatering technology. A preliminary design report was prepared that also evaluated sludge pumping, cake conveyance and storage facilities. Final design included design of three new three belt BFPs, new polymer storage and feed system, new cake conveyors, new WAS holding tank with diffusers and blowers, and replacement of RAS/WAS pumps at the existing secondary clarifiers.

FIRM TITLE

Vice President

YEARS EXPERIENCE

31 Years

EDUCATION

ME Old Dominion University, Environmental Engineering
BS University of Pune, India, Civil Engineering

ACTIVE REGISTRATION

Professional Engineer, FL No. 64472

PROFESSIONAL ORGANIZATIONS

Water Environment Federation
Florida Water Environment Association, Biosolids Committee



BENEFIT TO POLK COUNTY

- Wastewater-related experience includes local treatment facilities up to 150-mgd.
- Experience includes design of secondary clarifiers, RAS/WAS pumping systems, and deep-bed sand filters.
- Designed wastewater residuals treatment processes involving anaerobic digestion, sludge dewatering using centrifuges and belt filter presses, and thermal drying.

POLK COUNTY / IMPROVEMENTS TO THE NORTHWEST AND SOUTHWEST REGIONAL WWTFs



Matt Love, PE

Process/Mechanical

Experience and Qualifications Relevant to Proposed Project

» **Southeast WWTP Improvements and Expansion | Senior Engineer/Technical Lead | Pasco County, Zephyrhills, Florida | Project Cost: \$112 million**

Responsible for the design, permitting, and construction services to expand the Southeast WWTP from 3-mgd AADF to 6-mgd AADF and convert to an A2O from an MLE activated sludge process. Responsibilities include development of design criteria for odor, coarse and fine screening, high efficiency stacked tray grit removal units, anaerobic selectors, anoxic selectors, aeration selectors, internal recycle, RAS/WAS, and secondary clarification, deep bed filters, disinfection, effluent distribution and biosolids, detail design calculations, preparation of plans and specifications, cost estimating, and quantity take offs, permitting assistance, and evaluating construction submittals, RFIs and change orders.

» **Bee Ridge WRF Expansion and Conversion to AWT | Senior Engineer/Technical Lead | Sarasota County, Florida | Project cost: \$169.8 million**

The facility will be expanded from 12-mgd to 15-mgd AADF and converted to a MBR driven five stage BNR activated sludge process to achieve AWT. This project includes technical guidance and evaluation of the BNR basins, effluent transfer system, reclaimed water storage and pumping systems, chemical facilities, and construction services. Also included is developing design criteria for anaerobic selectors, anoxic selectors, aeration selectors, stacked tray grit removal, internal recycle, ETPS, HSPS and chemical feed systems, including sodium hypochlorite, alum, citric acid, ammonia, and Micro-C; making detail design calculations; preparing plans and specifications; cost estimating, and quantity take offs; conducting permitting assistance; and evaluating construction submittals, RFIs and change orders. The design was complete in 2022 and Carollo is on schedule for the completion of the construction phase and startup services in 2025.

» **Advanced WWTP Improvements Project | Project Manager | City of Sarasota, Florida | Project Cost: \$30 million**

The purpose of this project primarily is to renew and/or replace existing facilities, automate existing treatment processes, “harden” existing facilities against severe weather events and cyberattacks, evaluate electrical needs, and provide redundancy for critical infrastructure. The project is something of an “a la cart” style evaluation and needs assessment.

» **Southeast WRF (SWERF) 10-MG Storage Tank and High Service Pumps | Project Manager/Technical Lead | Manatee County, Florida | Project Cost: \$8.4 million**

Provided evaluation of alternatives, developed detailed plans and specifications, performed detailed design and calculations, developed a detailed cost estimate, and assisted in the preparation permits. The project set up an independent low service (low pressure) system at the SEWRF to distribute effluent from the chlorine contact chambers (CCCs) to the storage ponds. This effort improved Manatee County Master Reuse System (MCMRS) reliability during facility upset conditions and reduced power consumption of the facility to bring down operating costs. This project included the construction of high-service and low-service pump stations, a 10-MG prestressed concrete ground storage tank and the interconnecting pipe network.

FIRM TITLE

Design Manager/Principal

YEARS EXPERIENCE

24 Years

EDUCATION

BS University of Akron, Civil Engineering

ACTIVE REGISTRATION

Professional Engineer, FL No. 66118

PROFESSIONAL ORGANIZATIONS

- Florida Water Environment Association
 - West Coast Chapter Steering Committee
 - Wastewater Process Committee
 - Biosolids Committee
- Water Environment Foundation
- Florida Section of the American Water Resources Association



BENEFIT TO POLK COUNTY

- Brings an extensive history delivering successful wastewater projects in Florida.
- 24 years of experience providing high quality solutions for process facility designs.



Amir Irhayyim, PhD, PE

Structural

Experience and Qualifications Relevant to Proposed Project

» Bee Ridge WRF Expansion and AWT Upgrades | Structural Engineer | Sarasota County, Florida | Project cost: \$169.8 million

The facility will be expanded from 12-mgd to 15-mgd AADF and converted to a MBR driven five stage BNR activated sludge process to achieve AWT. Responsibilities include technical guidance and evaluation of the BNR basins, effluent transfer system, reclaimed water storage and pumping systems, chemical facilities, and construction services. Amir designed the pipe rack for cable bus support by using the RISA-3D program.

» Advanced Metering Infrastructure Southwest Repeater Design | Structural Engineer | Polk County, Florida | Project Cost: \$55,164

The County requested Carollo to provide design documentation for the installation of direct burial 50-foot poles, freestanding 80 foot towers, freestanding 100 foot towers, and potentially 200 foot freestanding tower. This included the research and design efforts to install each type of radio tower listed and connect to existing power, and also included engineering services during construction to aid with shop drawing review, construction modifications in the field and startup.

» Middle Verde WWTP Planning Phase Project | Structural Engineer | Yavapai-Apache Nation, Arizona | Project Cost: \$195,373

The project initiates planning for a new Middle Verde WWTP, conducting an alternatives evaluation using Blue Plan-it®, and developing a planning report as a basis for the design of the WWTP. The planning report includes existing conditions, need for expansion, design period, population estimates, wastewater flow and characteristics, degree of treatment, selected process train, preliminary design and cost estimates. Responsibilities included designing the administration building.

» Crawl Key Reverse Osmosis (RO) WTP Design | Structural Engineer | FKA, Key West, Florida | Project cost: \$547,617

This project is for the design of the new 40-mgd seawater RO WTP at a greenfield site on Crawl Key. This new facility will include potable water production wells, a state-of-the-art seawater treatment facility, concentrate disposal well, above ground storage tank for potable water, finished water pump station (PS), stand-by power generator for PS, and a new potable water pipeline which will connect with the existing transmission system. Responsibilities includes the design of pump station building and RO building.

» Hialeah-Preston WTP Sodium Hypochlorite Chemical Feed System Design | Structural Engineer | Miami-Dade County, Florida | Project Cost: \$112,963

This project was for the design, permitting and limited construction phase services for implementation of the new sodium hypochlorite chemical feed system at the Preston WTP. Carollo was contracted to provide design Preston WTP bulk Hypochlorite storage. Responsibilities included designing the steel structural canopy.

FIRM TITLE

Senior Structural Engineer

YEARS EXPERIENCE

37 Years

EDUCATION

PhD University of South Florida, Civil Engineering

MS University of Mississippi, Engineering Science

MS University of Jordan, Civil Engineering

BS Baghdad University, Civil Engineering

ACTIVE REGISTRATION

Professional Engineer, FL No. 85413

PROFESSIONAL ORGANIZATIONS

American Society of Civil Engineers

American Concrete Institute

American Institute of Steel Construction



BENEFIT TO POLK COUNTY

- High-quality performance providing design and analysis on a variety of structural buildings (concrete, steel, masonry, etc.) by using advanced software of finite element analysis.
- Construction experience modifying existing water and waste stations.
- Applies new structural technologies with respect to materials, construction, and planning.



Norm Anderson, PE, GICSP

Instrumentation and Controls

Experience and Qualifications Relevant to Proposed Project

» **Cherry Hill WPF Design | Lead Electrical and I&C Engineer | Polk County, Florida | Project Cost: \$242,537**

The project involved a new regional water production facility design including raw water wells, storage, high service pumping, sodium hypochlorite disinfection, and standby generator systems. The electrical design included new utility feed and plant switchgear with power distribution to building and process systems, design of a new standby generator system, and site lighting and grounding systems. I&C design included instrumentation selection, SCADA system design, CCTV design, network design, control logic development, and construction support and testing services.

» **Comprehensive Operational Technology Plan (SCADA Master Plan) | Electrical and I&C Engineer | Polk County, Florida | Project Cost: \$146,800**

The project was to provide the design to replace six high service pumps, motors and associated suction and discharge valves and piping, electrical system upgrades, piping for Well No. 1, auxiliary generator and transfer switch, high service pump building renovation, site work, maintenance of operations during construction, and incorporating resiliency requirements. Engineering services included the final detailed design, permitting, bid phase assistance, and engineering support services during construction.

» **Central Regional WPF | I&C Engineer | Polk County, Florida | Project Cost: \$19.2 million**

Provided I&C design and construction support services for a 4-mgd WPF that included raw water wells, ozone treatment, GAC filtration, and sodium hypochlorite disinfection processes. I&C systems included instrumentation, control panels, network and communications infrastructure, control logic, SCADA system components, CCTV systems, and interfaces with intelligent paralleling switchgear.

» **SCADA Master Plan Update | Project Engineer | City of Boynton Beach, Florida | Project Cost: \$136,800**

Boynton Beach utilizes a supervisory control and data acquisition (SCADA) system to monitor and control its infrastructure for water treatment and distribution and wastewater collection and treatment. SCADA systems are highly technical and computerized systems that include technology and software that continues to change and evolve. The previous SCADA master plan was completed in 2015 to address issues in the SCADA system implement new technologies, and further harden overall system security. The project updated the County’s existing SCADA master plan by reviewing the current SCADA system against new technologies providing new recommendations, and assessing the SCADA system’s risk to cyber security threats.

» **Oakridge WTP High Service Pump Station Replacement | Electrical and I&C Engineer | JEA, Jacksonville, Florida | Project Cost: \$8.5 million**

The project is to provide the design to replace six high service pumps, motors and associated suction and discharge valves and piping, electrical system upgrades, piping for Well No. 1, auxiliary generator and transfer switch, high service pump building renovation, site work, maintenance of operations during construction, and incorporating resiliency requirements. Engineering services include the final detailed design, permitting, bid phase assistance, and engineering support services during construction.

FIRM TITLE

Associate Vice President

YEARS EXPERIENCE

22 Years

EDUCATION

MS Iowa State University, Electrical Engineering

MS University of Florida, Physics

BS Iowa State University, Electrical Engineering

ACTIVE REGISTRATION

Professional Engineer, FL No. 71642

Global Industrial Cyber Security Professional (GICSP), No. 966

PROFESSIONAL ORGANIZATIONS

American Water Works Association

International Society of Automation

AWWA Cybersecurity Subcommittee

FSAWWA Cybersecurity Subcommittee



BENEFIT TO POLK COUNTY

- He knows your standards, programming protocols and your hardware and software preferences. There is no learning curve with Norm.
- Provides reliable cybersecurity, SCADA, I&C, and electrical for water and wastewater infrastructure.
- He is a certified Global Industrial Cybersecurity Professional and current Chairman of the American Water Works Association’s Cybersecurity Committee.

POLK COUNTY / IMPROVEMENTS TO THE NORTHWEST AND SOUTHWEST REGIONAL WWTFS



Christian Karavangelos, PE

Process/Mechanical

Experience and Qualifications Relevant to Proposed Project

» Biosolids Improvements at the Buckman WRF | Project Engineer | JEA, Jacksonville, Florida | Project Cost: \$310 million

There are five projects under this program including planning, design, bidding, permitting and construction of a new 3-story biosolids processing facility with four gravity belt thickeners, sludge feed and thickened sludge pumps, liquid polymer storage and feed system, four high-speed centrifuges, feed pumps and liquid polymer storage and feed system, cake conveyors and piping, two new dual drum thermal dryer trains, pellet storage silos, truck loading bay with scales, a new 2.0 million gallon raw sludge holding tank and associated big bubble mixing system and in-line sludge screens.

» East and West WRFs Conceptual Design Report | Project Engineer | City of Winter Springs, Florida | Project Cost: \$453,939

Carollo was selected under the as-needed technical support services contract with the City to produce a conceptual design report to replace the aging water reclamation facilities.

» Lockwood 16-inch Wastewater Force Main Design On-Call | Project Engineer | City of Oviedo, Florida | Project Cost: \$152,308

Carollo's design focused on the force main alternative recommended in the LS50 PDR by providing additional data gathering, field investigation, final design, permitting assistance, bidding services, limited construction support services, and project management.

» South Bermuda WRF Force Main Replacement from Lift Station \$57 (LS 57) to South Bermuda WRF, Phase 2 | Project Engineer | Toho Water Authority, Kissimmee, Florida | Project Cost: \$2.8 million

Phase I of this project consisted of constructing a new 24-inch PVC force main that runs parallel to the original 30-inch ductile iron force main connecting LS 57 to the headworks. With the new 24-inch force main now in service, it allows for the existing 30-inch force main to be taken off-line so a complete evaluation and rehabilitation can take place without service interruption. At the conclusion of this Phase of the project, Toho then had two parallel force mains providing full redundancy and isolation capabilities. Carollo performed a detailed hydraulic analysis to finalize the size of the pipe needed to accommodate average and peak future flows. Toho provided the latest data on anticipated contributing flows to LS 57 and the Poinciana interconnect.

» Southeast LFA Wellfield and WPF Final Design | Process Mechanical Lead | Toho Water Authority, Kissimmee, Florida | Project Cost: \$216 million

Project includes new 7.5-mgd wellfield and reverse osmosis water production facility that will be generating a gypsum water treatment plant residual. Christian is responsible for the entire solids treatment area, which includes various solids pumps, precipitation reactors, thickening clarifiers and thickening polymer, dewatering, solids conveyance, and storage.

» Oakridge WTP High Service Pump Replacement | Mechanical Engineer | JEA, Jacksonville, Florida | Project Cost: \$8.5 million

This project was for the replacement and expansion of the existing 1.5-mgd facility to a new 3.0-mgd with a future build-out capacity of 6.0mgd. The project scope consisted of conceptual and preliminary design, final design, permitting, and construction services through project delivery. Primary design responsibilities included assisting with design management and in the process mechanical final design, including well pump upgrades, horizontal split case high service pump replacement, civil site development, and yard piping.

FIRM TITLE

Lead Engineer

YEARS EXPERIENCE

8 Years

EDUCATION

BS University of Central Florida,
Environmental Engineering

ACTIVE REGISTRATION

Professional Engineer, FL No. 91645

PROFESSIONAL ORGANIZATIONS

American Water Works Association

Water Environment Federation

WEF Solids Separation Focus Group

Florida Water Environment Association

FWEA Biosolids Committee



BENEFIT TO POLK COUNTY

- Directly involved in detailed design of four 350-gpm dewatering centrifuges as part of a larger recent biosolids project.
- Brings focused experience in design of sludge thickening, dewatering, solids receiving, and solids handling facilities (including sludge pumping and dewatered sludge conveyance).
- Brings broad experience in both design and design management experience in both water and wastewater plants, keeping the operators in mind and involved throughout the design process.



Vanessa Negron-Vieira, PE

Structural

Experience and Qualifications Relevant to Proposed Project

» Southeast WWTP Improvements and Expansion | Structural Engineer | Pasco County, Zephyrhills, Florida | Project Cost: \$75 million

Carollo is providing facility planning, preliminary design, and final design for the improvements and expansion of the County's 3-mgd WWTP, expanding its capacity to 6-mgd. This effort included the design and construction of a new headworks facility, new secondary clarifier, new sludge holding tank, expansion of the filtration system, expansion of the existing biological treatment process, expansion of the mudwell, retrofit of existing mud well and engineering services during construction.

» Biosolids Improvements at the Buckman WRF | Structural Engineer | JEA, Jacksonville, Florida | Project Cost: \$310 million

There are five projects under this program including a new 3-story biosolids processing facility with four gravity belt thickeners, thickened sludge pumps and liquid polymer storage and feed system, four high-speed centrifuges, feed pumps and liquid polymer storage and feed system, cake conveyors and piping, new dual drum thermal dryers, pellet storage silos, truck loading bay with scales. Responsibilities included the design and construction of a new raw sludge holding tank, elevated sludge screen platform, new electrical building, and odor control facilities.

» Bee Ridge WRF Expansion and Conversion to AWT | Structural Engineer | Sarasota County, Florida | Project Cost: \$169.8 million

The facility will be expanded from 12-mgd to 15-mgd AADF and converted to a membrane bioreactor (MBR) driven five stage biological nutrient removal (BNR) activated sludge process to achieve AWT. Responsibilities include technical guidance and evaluation of the BNR basins, effluent transfer system, reclaimed water storage and pumping systems, chemical facilities, and construction services. Responsibilities include developing design criteria for anaerobic selectors, anoxic selectors, aeration selectors, stacked tray grit removal, internal recycle, ETPS, HSPS and chemical feed systems, including sodium hypochlorite, alum, citric acid, ammonia, and Micro-C; making detail design calculations; preparing plans and specifications; cost estimating, and quantity take offs; conducting permitting assistance; and evaluating construction submittals, RFIs and change orders. Responsibilities included the design and construction of new BNR basins, a new MBR system and engineering services during construction.

» Improvements to the Existing Biosolids Dewatering System at South Bermuda and Sand Hill Road WRFs | Structural Engineer | Toho Water Authority, Kissimmee, Florida | Project Cost: \$13.3 million

This project included preliminary, final design and construction phase services for adding new centrifuge dewatering facilities including new sludge feed pumps, polymer storage and feed system, cake conveyors and new truck unloading stations. Responsibilities included the design of the Phase IV upgrade and expansion to a capacity of 9-mgd, which included a new secondary clarifier, expansion of an existing chlorine contact tank and retrofit an existing splitter box.

» Buckman Wastewater Treatment Facility HVAC Replacement Project | Structural Engineer | JEA, Jacksonville, Florida | Project Cost: \$58,000

This project consisted of preliminary and final design, bidding, and construction-phase services. A new air-conditioned electrical room, which was formerly non-conditioned, required new walls and a door around an existing stairwell to separate the upper level electrical room from the lower level pump room, and new pads for the AC equipment. Responsibilities included the creation of contract drawings, review of existing record drawings, and designing of new interior masonry wall.

FIRM TITLE

Senior Structural Engineer

YEARS EXPERIENCE

10 Years

EDUCATION

MS/BS University of South Florida,
Civil Engineering

ACTIVE REGISTRATION

Professional Engineer, FL No. 88924

PROFESSIONAL ORGANIZATIONS

American Society of Civil Engineers
American Concrete Institute



BENEFIT TO POLK COUNTY

- Has 10 years of experience with the production of detailed structural drawings/plans, shop drawing review, and calculations for water and wastewater projects.
- Structural design experience including wastewater treatment facility pump stations, storage facilities, buildings, foundations for pre-engineered metal buildings, retaining walls, and pipe supports.



Kirsten Wood, PE

Instrumentation and Controls (I&C)

Experience and Qualifications Relevant to Proposed Project

» Biosolids Improvements at the Buckman WRF | Instrumentation and Control Engineer | JEA, Jacksonville, Florida | Project Cost: \$310 million

There are five projects under this program including a new 3-story biosolids processing facility with four gravity belt thickeners, thickened sludge pumps and liquid polymer storage and feed system, four high-speed centrifuges, feed pumps and liquid polymer storage and feed system, cake conveyors and piping, new dual drum thermal dryers, pellet storage silos, truck loading bay with scales. Responsibilities encompass development of P&IDs, control philosophy development, control system and network infrastructure improvements.

» Sludge Dewatering Design | Instrumentation and Control Engineer | Miami-Dade Water and Sewer Department, Florida | Project Cost: \$195 million

This project was for the new addition to existing site which includes sludge receiving, WAS pumps,GBTs, centrifuges, and control system. Responsibilities include development of P&IDs, control philosophy development, proposed control system and network infrastructure improvements.

» Talleyrand Pumping Station Upgrades | Instrumentation and Control Engineer | JEA, Jacksonville, Florida | Project Cost: \$261,356

Carollo was selected by JEA to perform the preliminary and final design, permitting, bidding and construction phase services. The project included replacement of two 42" by 42" sluice gates, replacement of one 48" by 48" sluice gate (shown as a 42" by 42" sluice gate in the as-built drawings), structural rehabilitation of channel/wall to support sluice gate mounting brackets, and bypass pumping and/or flow diversion to accommodate the above work. Responsibilities included replacement of two bar screens and one conveyor and upgrade of PLC equipment to control replaced equipment.

» North County Landfill, Phase VI | Instrumentation and Control Engineer | Polk County, Florida | Project Cost: \$51,416

The County expanded the landfill including the addition of a leachate pump station and expansion of the existing control system which consists of PLC-based Modicon M340 controllers communicating with a centralized iFIX Supervisory Control and Data Acquisition (SCADA) system via Ethernet over fiber optic cabling. Landfill leachate collection and pumping included panel design per owner requirements to match existing panels on site. This project includes the design and construction services for the Phase VI Landfill Cells Leachate Pumping Station. These services include Preliminary Design Services, Final Design Services, Bidding Services, and Construction Administration Services.

» WWTP RAS/WAS Pump Station Design | Instrumentation and Control Engineer | City of Boca Raton, Florida | Project Cost: \$82,035

This project was for the preliminary design report created for client to replace RAS/WAS pumps and upgrade controls.

» Instrumentation and Controls Standardization Project | Instrumentation and Control Engineer | Polk County, Florida | Project Cost: \$156,260

Worked with JEA staff to update their standard specifications and create typical drawings for them to include in future upgrade projects.

FIRM TITLE

Senior Instrumentation Engineer

YEARS EXPERIENCE

17 Years

EDUCATION

BS Trinity University, Engineering Science

ACTIVE REGISTRATION

Professional Engineer, CO No. 36216

PROFESSIONAL ORGANIZATIONS

N/A



BENEFIT TO POLK COUNTY

- Has 17 years of experience with instrumentation and control designs for water and WWTFs.



Erica Stone, PhD, PE

Process/Mechanical/Permitting

Experience and Qualifications Relevant to Proposed Project

» Conceptual Improvements to NRRWWTF and SWRWTF | QA/QC Reviewer | Polk County Utilities, Florida | Project Cost: \$96,280 (Study)

Provided an evaluation of the alternatives for the replacement of tertiary filters at the NRRWWTF and the SWRWTF. In addition, rehabilitation of two existing 60 ft. diameter clarifiers was compared with replacement using a single 90 ft. diameter unit. The County also desired to achieve a better flow split through the influent splitter box, abandon the use of telescoping valves for sludge wasting and revise the return activated sludge (RAS) pump arrangement so each clarifier would be served by a dedicated pump. A revised splitter box was proposed using weir gates for flow splitting. A new mixed liquor pipeline from the activated sludge process to the splitter box was proposed avoiding the use of intermediate pumps to overcome higher head loss. A new RAS pump station was proposed providing each clarifier with a dedicated RAS pump. Waste flow would be diverted from the RAS flow stream using a modulating valve and flow meter combination. For cost comparison, the use of MBR technology was evaluated for both facilities as a replacement for the solids separation provided by conventional clarifiers and filters.

» Westside Regional WRF Stage 3 Improvements, RAS/WAS Pumping, and Stage 5 Aeration | Project Engineer | City of Daytona Beach, Florida | Project Cost: \$36.23 million

The Westside Regional WRF is an existing 15-mgd, 5-stage Bardenpho facility with oxidation ditches, surface aspirators for reaeration, a below-grade RAS/WAS pump station, and traveling bridge filters that have reached the end of their useful life. The project included design of upgraded surface aerators, two new RAS/WAS pump stations, new blowers and diffusers for the reaeration system, and new deep bed filters with a peak flow capacity of 45-mgd as well as assisting the City with procurement of a construction manager-at-risk (CMAR).

» Altamonte Springs Regional WRF Filter Media Rehabilitation Project | QA/QC Reviewer | Altamonte Springs, Florida | Project Cost: \$3.8 million

This regional WRF is a 12.5-mgd facility with existing deep bed filters. The operations staff observed reduced filter run times in their aging filters. This project included detailed inspection and evaluation of the filters and design for rehabilitation of the filters. The design included replacement of the filter media, rehabilitation of the filter structure, and replacement of the filter underdrains.

» David L. Tippin WTP Progressive Design-Build | Project Manager | City of Tampa, Florida | Project Cost: \$115 million

This project included addition of 70-mgd of filtration capacity to the 120-mgd David L. Tippin Water Treatment Facility. The project included evaluation of the existing filters with recommendations for rehabilitation or retirement once the new filters are online, and design and permitting of the new filters. Ancillary improvements included additions to the pre-filter splitter box, incorporation of the existing backwash pumps, addition of new air scour blowers, and expansion of the waste wash water handling system for the new and existing filters.

» Brennan WTP Progressive Design-Build Filter Upgrade | Project Manager | City of Daytona Beach, Florida | Project Cost: \$6 million

This progressive design-build project included the rehabilitation of the six granular media filters and addition of air scour backwash at the City's only 24-mgd WTP. The project included a condition assessment of the existing filter structure and preliminary and final design of new valves, filter underdrains, backwash troughs, filter media, and new blowers. New instrumentation, controls, and electrical components were also added.

FIRM TITLE

Vice President

YEARS EXPERIENCE

18 Years

EDUCATION

PhD/BS University of Central Florida,
Environmental Engineering

ACTIVE REGISTRATION

Professional Engineer, FL No. 75487

PROFESSIONAL ORGANIZATIONS

Florida Section American Water Works Association
Florida Water Environment Association



BENEFIT TO POLK COUNTY

- Over 18 years of experience providing engineering for water and wastewater plants in Florida.
- Currently serves as the Florida Wastewater Practice Lead.
- She has worked on municipal wastewater facility upgrades and improvement designs for Florida clients.



Ed Wicklein, PE

Hydraulics (Secondary Clarifiers)

Experience and Qualifications Relevant to Proposed Project

» Buckman Street Secondary and Disinfection Process | Project Engineer | JEA, Jacksonville, Florida | Project Cost: \$310 million

The 52.5-mgd plant has hydraulics limitations through the secondary process during peak events up to 157-mgd. As part of a UV system upgrade, the hydraulics were evaluated using 3D CFD modeling to identify the limitations that conventional 1D hydraulic profile analyses had not identified. The CFD modeling shows the problems were due to poor approach conditions to many fittings causing higher than anticipated losses. The model was used to develop improvements to reduce system losses.

» Westside Regional WTF Design of New Tertiary Filters | Project Engineer | Daytona Beach, Florida | Project Cost: \$39.9 million

Responsible for CFD modeling of a new tertiary filter flow distribution channel for the City of Daytona Beach, Florida. A total of eight new filters were being added to the plant with an operation range of 15- to 45-mgd. The CFD model was used to improve the layout of the flow distribution channel to provide a uniform flow split between the filter inlet channels for the range of flows and combinations of operating filters.

» Sequencing Batch Reactor | Project Engineer | JEA, Jacksonville, Florida | Project Cost: \$40,000

Developed a CFD model of a Sequencing Batch Reactor at the Blacks Ford WRF for JEA. The model was used to evaluate jet mixing during the anoxic and aerobic treatment phases using a custom sedimentation model as well as a multi-phase model for air injection. The modeling showed that aerobic mixing was good and that a modest increase in pumping would significantly improve the mixing during the anoxic phase.

» Secondary Treatment and Dewatering Upgrades | CFD Modeling Lead | City of Sunnyvale, California | Project Cost: \$280 million

The project includes expanding the secondary treatment process to a conventional activated sludge (CAS) process, adding dewatering and thickening facilities for sludge handling, and adding side-stream ammonia treatment. The CAS process will remove nitrogen in anticipation of upcoming nutrient regulations in the San Francisco Bay.

» South Dakota WRF Expansion | CFD Modeling Project Manager | City of Sioux Falls, South Dakota | Project Cost: \$180 million

The project upgraded the primary, secondary, and solids treatment facilities for the 30-mgd WRF. CFD modeling was used to optimize hydraulics through the headworks, blending return activated sludge with influent flows prior to aeration basins, and to optimize the aeration basin flow distribution channel to provide a good flow split.

» Beardsley Road WRF 6-mgd Expansion | CFD Modeling Project Manager | City of Peoria, Arizona | Project Cost: \$45 million

CFD modeling project manager for the City of Peoria, Arizona, Beardsley Road WRF 6-mgd Expansion. CFD modeling was used to evaluate and optimize the design secondary clarifier improvements, optimize the hydraulic design of the UV system, and develop improvements for the effluent pump station to confirm optimal pump intake hydraulics.

FIRM TITLE

Vice President

YEARS EXPERIENCE

26 Years

EDUCATION

MS/BS Washington State University,
Civil Engineering

ACTIVE REGISTRATION

Professional Engineer, FL No. 86872

PROFESSIONAL ORGANIZATIONS

Water Environment Federation
American Water Works Association
International Water Association
Hydraulic Institute



BENEFIT TO POLK COUNTY

- Conducted more than 1,000 CFD studies ranging from single pipe junction to complete plant modeling.
- Brings expert knowledge in all phases of modeling including code development, grid generation, flow analysis, and data visualization.
- Lead and co-author of four chapters of the IWA book CFD Modeling for Wastewater Treatment Processes.



carollo
Gerry Torres, DBIA
Alternative Delivery

Experience and Qualifications Relevant to Proposed Project

» **Southeast WWTP Expansion - CEI Services | Construction Inspection Services | Pasco County, Florida | Project Cost: \$75 million**

This project consists of engineering services during construction and on-site resident project representative and construction inspection services of the Southeast WWTP expansion from 3- to 6-mgd AADF, plus several thousand linear feet of force main replacement and addition outside the fence.

» **Bee Ridge WRF Expansion | Construction Manager | Sarasota County, Florida | Project Cost: \$169.8 million**

This detailed design development phase focuses on the development of construction documents including plans, specifications, and other documents supporting establishment of a Guaranteed Maximum Price (GMP) to be negotiated by the Construction Manager at Risk (CMAR). Consultant services during this phase will also include the necessary project and quality management, permitting assistance, and public involvement services.

» **William E. Dunn WRF (WEDWRF) Filtration Improvements Progressive-Design Build | Construction Observation | Pinellas County, Florida | Project Cost: \$13 million**

The PCL/Carollo design build team was retained by Pinellas County to design and construct the filtration and disinfection improvements at the WEDWRF. Three new AquaDiamond® cloth media filters will be installed in three of the existing traveling bridge filter basins to increase capacity in each basin and to replace aging filter equipment. The fourth traveling bridge filter equipment was removed from the basin under this project. A new bulk liquid sodium hypochlorite system was constructed to replace the existing gas chlorine system that feeds chlorine to the CCCs. This system consisted of two bulk storage tanks, two loop recirculation pumps to provide the chlorine to the off-site pump station, and seven chemical feed skidded pumps. Responsibilities included sink hole observation.

» **Wesley Center WWTP Parking Area Addition - Bidding and Construction Services | Construction Administrative Services | Pasco County, Florida | Project Cost: \$406,723**

The project consists of constructing approximately 37,000 ft² (0.85 ac.) of concrete/asphalt parking area to accommodate a minimum of 110 parking spaces with an appropriate stormwater system consisting of vegetative swales, drainage structures, and a retention stormwater treatment area (STA).

» **Oakridge WTP High Service Pump Replacement | Constructability Reviewer | JEA, Florida | Project Cost: \$8.5 million**

The project was to provide the design to replace six high service pumps, motors and associated suction and discharge valves and piping, electrical system upgrades, piping for Well No. 1, auxiliary generator and transfer switch, high service pump building renovation, site work, maintenance of operations during construction, and incorporating resiliency requirements. Engineering services included the final detailed design, permitting, bid phase assistance, and engineering support services during construction.

FIRM TITLE

Associate Vice President

YEARS EXPERIENCE

23 Years

EDUCATION

AS University of Puerto Rico,
 Civil Engineering

ACTIVE REGISTRATION

Designated Design-Build Professional (DBIA)

PROFESSIONAL ORGANIZATIONS

N/A



BENEFIT TO POLK COUNTY

- Brings more than 23 years of experience in water and wastewater construction projects as a general contractor.
- Experience includes estimating, preconstruction, and project operations on design-bid-build and integrated delivery (Design-Build and CMAR) projects.
- Proven experience and an extensive background in cost-effective planning and buy-out of facilities and solid relationships with local and regional subcontractors and vendors.

Key Staff Availability and Location

The most important element in any project is the **people selected to perform the work**. Carollo assigns personnel to a project who possess **specific experience** related to that project and whose **availability** you can count on from the onset of the work through successful completion.

Key Personnel	Availability	Office Location	Home Location
Vic Godlewski / Principal-in-Charge/Constructibility Review/QA/QC - Process/Mechanical	30%	Orlando, FL	Orlando, FL
Amanda Bauner / Project Manager	40%	Orlando, FL	Winter Garden, FL
Andrew Gilmore / Project Engineer	40%	Sarasota, FL	Sarasota, FL
Sudhan Paranjape / Project Engineer	40%	Orlando, FL	Oviedo, FL
Matt Love / Process/Mechanical	30%	Tampa, FL	Wesley Chapel, FL
Amir Irhayyim / Structural	30%	Tampa, FL	Tampa, FL
Norm Anderson / Instrumentation and Controls (I&C)	50%	Orlando, FL	Orlando, FL
Christian Karavangelos / Process/Mechanical	50%	Orlando, FL	Orlando, FL
Vanessa Negron-Vieira / Structural	40%	Tampa, FL	Lutz, FL
Kirsten Wood / Instrumentation and Controls	30%	Sarasota, FL	Sarasota, FL
Erica Stone / Process/Mechanical/Permitting	30%	Orlando, FL	Oviedo, FL
Ed Wicklein / Hydraulics	35%	Seattle, WA	Seattle, WA
Gerry Torres / Alternative Delivery	35%	Tampa, FL	Riverview, FL
Subconsultants			
Gus Bobes, Jr. / HVAC/Plumbing/Fire Protection	30%	Maitland, FL	Maitland, FL
Mark Frederick / Site Civil	40%	Lakeland, FL	Winter Haven, FL
Derick Bryant / Yard Piping	70%	Lakeland, FL	Lakeland, FL
Jason Stanley / Subsurface Utility Engineering (SUE)	60%	Tampa, FL	Pasco County, FL
William C. Nelson / Electrical	45%	Orlando, FL	Orlando, FL
John Delashaw / Geotechnical	30%	Bartow, FL	Bartow, FL
Andre Kniazeff / Geotechnical	60%	Bartow, FL	Bartow, FL
Terry Cartwright / Environmental	65%	Tampa, FL	Tampa, FL
Susan Durrance / Environmental	65%	Bartow, FL	Wauchula, FL
Ken Vanderjagt / Scheduling	60%	Orlando, FL	Orlando, FL
Stephen Daly / Cost Estimating	75%	Orlando, FL	Orlando, FL
Greg Prather / Topo Survey and Underground Utilities	50%	Lakeland, FL	Lakeland, FL
James Pendley / Architecture	50%	Lakeland, FL	Lakeland, FL

Subconsultant Team Members

Carollo has **bolstered** our project team with local and regional subconsultants, adding **expertise tailored specifically to** this project.



**Location: 150 Circle Drive
Maitland, FL 32751**

HVAC/Plumbing/Fire Protection

Bobes Associates Consulting Engineers, Inc. is a minority (MWBE) owned and operated engineering firm specializing in the design of HVAC, Plumbing, Fire Protection, Power, Lighting and Life Safety systems for new and existing buildings. Established in 1979, the principals of Bobes founded their firm on the commitment to provide clients with engineering services based on the highest professional standards.

The firm specializes in the design of facilities for state and local government agencies with approximately 75% of the firm’s overall work being performed for those entities. The firm is currently using REVIT 2024 and AutoCAD 2024. Currently more than half of the projects designed are done in REVIT.

They have designed numerous lift stations, pump stations and water treatment plants, and have also been involved in three major water treatment plants for Orlando Utilities Commission.



**Location: 2525 Drane Field Road, Suite 7
Lakeland, FL 33811**

Site Civil/Yard Piping

CivilSurf Design Group, Inc. (CivilSurf) is the successor and continuation of several Florida firms that were established in 1980 with project records dating back through five decades. They have provided engineering and land surveying and mapping services as CivilSurf from their headquarters office in Lakeland, Florida since 2010. Their “Tradition of Innovative Engineering” is provided from offices in Lakeland, Port St. Lucie, Vero Beach, and Sebring. Their clientele includes city and county governments, state agencies, utility companies, commercial and industrial firms, architects, and contractors. CivilSurf is a Water Management District and City of St. Petersburg Certified Small Business Enterprise. Their specific services include stormwater engineering and planning; water and wastewater engineering and planning; civil/site engineering; transportation engineering; construction services; regional/site, urban and policy planning; surveying and mapping; and subsurface utility engineering for both designates and verified vertical and horizontal (aka VVH or vacuum excavation) locates.



Legend

- P Polk County Firm
- W WBE
- M MBE



**Location: : 4803 George Rd., Suite 350
Tampa, Florida 33634**

Subsurface Utility Engineering (SUE)

ECHO UES, Inc. (ECHO) is a small business founded by a group of partners with civil engineering, surveying, construction, and utility/GIS background, who believe in providing high quality and reliable utility and survey data to design better, build faster, and safely enhance engineering, design, construction and maintenance of infrastructure. ECHO currently has three offices in the state of Florida located in Tampa, Orlando, and Gainesville.

ECHO was founded in 2017 to provide subsurface utility engineering and survey and mapping professional services throughout Florida for a variety of projects, assisting clients to improve performance throughout the entire project cycle, from design to construction and maintenance of infrastructure. In 2021, ECHO also began offering utility coordination services to firms throughout the state to fully round out their service offerings.

Field work is performed with the use of highly specialized technology and equipment, to include surface geophysical equipment, pipe and cable locators, ground penetrating radar, vacuum excavation units, total stations, GPS and laser scanners. The field data once collected is reviewed and processed, and the final deliverables consist of 3D digital representations of the site conditions above and below ground.

M WORKED WITH OUR TEAM

**Location: 6965 Piazza Grande Avenue,
Suite 311, Orlando, FL 33811**

Electrical

Electrical Design Associates, Inc. (EDA) staff's electrical experience includes electrical and instrumentation system designs for industrial plants, specifically Water and WWTFs located throughout the state of Florida. Their electrical distribution systems experience covers the full range up to 13kvolt distribution systems as well as standby generator systems. Their instrumentation systems design experience includes SCADA and PC based systems, as well as numerous traditional plant monitoring and control panel designs. Their design experience encompasses computer/ PLC controlled systems utilizing SCADA based systems for interfacing to remote locations, as well as hard-wired relay controlled custom solutions.

They take pride in the fact that while they are a small sized firm, they utilize state of the art computerization to accomplish their design projects and project management. The use of CADD systems provides them with enhanced production quality, lower operating costs and closer engineer participation thereby ensuring a higher quality product for the owner. To reinforce their emphasis on quality in all their designs the company uses an internal quality assurance/quality control system and interfaces with designers from complimentary disciplines to review standards and specifications for specific project needs.

EDA is staffed to provide electrical and instrumentation engineering services from inception through design, bid and construction completion.

M WORKED WITH OUR TEAM

Legend

P Polk County Firm **W** WBE **M** MBE



**Location: 2030 State Road 60 East
Bartow, FL 33830**

Geotech

Madrid Engineering Group, Inc., d/b/a/ Madrid CPWG is firmly entrenched in Polk County, having completed literally thousands of projects within the County limits and in its towns and cities. Madrid CPWG is an award-winning local company that currently holds a continuing services engineering contract with Polk County and has worked on numerous infrastructure projects directly for Polk County, including the Facilities, Transportation and Drainage, Parks and Natural Resources Divisions and even directly for the County Manager. From start to finish, Madrid CPWG has both strength and experience in providing design, permitting, public involvement and on through construction monitoring/CEI and project closeout. Our environmental permitting experience is extensive, including local, regional (SWFWMD), statewide (FDEP), and national (USACOE wetland permitting, and current contract with the US Department of Justice and the EPA).

Madrid CPWG’s geotechnical and CMT laboratories and tests performed are certified under AASHTO R18 and accredited by the Construction Materials Engineering Council (CMEC). They perform a full suite of strength, compressibility, permeability, and index tests for a wide variety of materials including soil, aggregate, rock, concrete and asphalt. Field testing capabilities include field density testing by nuclear, drive sleeve and sand cone method, in-place moisture content, concrete slump, air content and temperature. With their equipment, manpower and experience, they can respond to emergency and planned projects and have experience coordinating with many agencies.



**Location: 215 East Main Street
Bartow, FL 33830**

Environmental

Patel, Greene & Associates, LLC (PGA) was founded in 2011 and is a leader in innovative roadway, drainage, structures, and traffic engineering, as well as environmental, planning, landscape architecture and construction services. They take great pride in providing their clients with the most cost-effective, practical, and performance-based engineering solutions that fit the needs and the budget of the project.

Located in the heart of downtown Bartow, PGA staff have significant experience with projects throughout Polk County and within its encompassing municipalities. Many of their staff members are lifelong Polk County residents, giving PGA a vested interest in the success of projects in the area.

PGA’s environmental staff have extensive experience with local, state, and federal permitting, including Section 404 permits from the USACE, Bridge Permits from the USCG, Environmental Resource Permits from the WMDs, and Sovereign Submerged Lands Authorizations and NPDES Discharge Permits from the FDEP. For projects that require permitting, they can review applications, review construction plans for wetland impact details, and review proposed scopes of work/cost estimates for completeness.



POLK COUNTY / IMPROVEMENTS TO THE NORTHWEST AND SOUTHWEST REGIONAL WWTFs

Legend

- P Polk County Firm
- W WBE
- M MBE



PICKETT
an ESP COMPANY

**Location: 3710 Airport Commerce Drive, Suite 10
Lakeland, FL 33811**

Topo Survey and Underground Utilities

Pickett and Associates, LLC offers a team of highly experienced and diversified professionals that focus on providing personal service and attention to detail in every aspect of our work. Their professionals provide surveying, aerial mapping, and LiDAR services to public entities, electric utilities, environmental consultants, construction companies, telecommunications companies, and power and telecommunication consultants. They underpin these integrated service offerings with project management and quality. This exclusive combination of surveying, mapping, and LiDAR services provides efficient opportunities for their clients.

Pickett’s professional surveyors and mappers have over a century of collective experience and are supported by strong technical and office personnel. Field crews, experienced in the latest techniques and survey measuring and communication technologies, deliver thorough, and complete field surveys that translate smoothly into the final map product.



PMA Consultants

**Location: 7380 West Sand Lake Road, Suite 500
Orlando, FL 32819**

Scheduling/Cost Estimating

PMA Consultants Founded in 1971, PMA Consultants is a private limited liability company with its corporate office in Detroit, Michigan, and 24 offices across the country and in Orlando, FL. For the past 53 years, PMA has provided the water and wastewater industries with the experience, commitment, and proven results to ensure successful project completion. PMA is proud to be consistently ranked in the Top 50 program management firms by Engineering News-Record since 2000. With offices in Orlando and 24 others across the United States and Canada, PMA is recognized as one of the nation’s foremost planning and scheduling experts and an industry innovator. They have patented and trademarked numerous scheduling innovations that our staff use to improve the probability of timely and successful project completion.



**Location: 58 Lake Morton Drive
Lakeland, FL 33801**

Architecture

The Lunz Group is a full-service architectural firm headquartered in Polk County, Florida. Their team provides professional services including architectural design, interior design, master planning, programming, and visualization. Their firm is the largest architecture firm in Polk County and continues to grow and innovate by creating a distinct, client-centered experience focused on delivering the best of our institution’s talents, solutions, and processes. The Lunz Group and Carollo Engineers have teamed on multiple projects to include West Polk WPF, the Polk Regional Water Cooperative SE WPF, and Polk Regional Water Cooperative facilities for multiple phases with Polk County, and have an in-depth knowledge and experience with local construction and regulatory conditions in this field.

Their organization utilizes a decentralized approach with collaboration among all team members. Their staff of 47 experienced professionals works cohesively with all parties involved in the design process. Whether communicating with one of their sub-consultants, Polk County, or other stakeholders, they strive to take input from multiple sources to produce the best design possible.



Legend



Polk County Firm



WBE



MBE



Gus Bobes, PE, MAT

HVAC/Plumbing/Fire Protection

Experience and Qualifications Relevant to Proposed Project

Mr. Bobes brings to the team excellent credentials and over 38 years of experience in the project management and design of Plumbing and HVAC systems for municipal, educational, and institutional projects. He bears a proven record of service to the client, innovatively designed, on time, and within budget. He has been particularly effective in assuring an effective, problem-free interface between prime and subconsulting professionals on other similar teams formed to service mid-to large-scale projects of various specific as well as mixed use types.

Experience includes the following projects serving as project principal.

- » **FDOT Design-Build Value Added Foundation Design, Sawgrass Expressway (SR 869) over Atlantic Boulevard | Geotechnical Principal | Jacksonville, Florida**
- » **New Chiller for Existing Multi-Story Office Building: HVAC Design | Orange County Utilities, Orange County, Florida**
- » **South WRF (SWRF), Campus-wide Fire Alarm Replacement- 6 Buildings: Electrical System Design | Orange County Utilities, Orlando, Florida**
- » **OCU Pump Station Package 19: Electrical Design of Lift Station Replacement at 5 Pump Stations | Orange County Utilities, Orange County, Florida**
- » **OCU Pump Station Package 16: Electrical Design of Lift Station Replacement at 5 Pump Stations - Orange County Utilities, Orange County, Florida - 2017**
- » **OCU Pump Station Package 14: Electrical Design of Lift Station Replacement at 3 Pump Stations | Orange County Utilities, Orange County, Florida**
- » **Dubsdread Wastewater Lift Station, Electrical Design | City of Orlando, Florida**
- » **CR. 535 Water Supply Facility, New Operations Building: HVAC, Plumbing + Fire Protection Design | Orange County Utilities, Orlando, Florida**
- » **Eastern WRF (EWRf) New MCC/Emergency Generator Building: HVAC Design | Orange County Utilities, Orlando, Florida**
- » **South WRF (SWRF) Generator Bi-Fuel System: Fuel System Design | Orange County Utilities, Orlando, Florida**
- » **South WRF (SWRF): HVAC + Plumbing Design | Orange County Utilities, Orange County, Florida**
- » **Beverly Shores Pump Station: Electrical Design | City of Orlando, Orlando, Florida**
- » **OUC Southeast Water Treatment Plant, Ozone Generation System: HVAC, Plumbing + Fire Protection Design | Orlando Utilities Commission, Orlando, Florida**
- » **OUC Lake Highland Water Treatment Plant, Ozone Generation System, HVAC, Plumbing + Fire Protection Design | Orlando Utilities Commission, Orlando, Florida**
- » **OUC Kirkman Water Treatment Plant, Ozone Generation System, HVAC, Plumbing + Fire Protection Design | Orlando Utilities Commission, Orlando, Florida**

FIRM TITLE

President, Project Principal

YEARS EXPERIENCE

38 Years

EDUCATION

BS University of Central Florida,
Mechanical Engineering

ACTIVE REGISTRATION

Professional Engineer, FL No. 39410

PROFESSIONAL ORGANIZATIONS

American Society of Plumbing Engineers

American Society of Heating, Refrigeration and Air
Conditioning Engineers

National Fire Protection Association

Florida Institute of Consulting Engineers



Mark Frederick, PE, ENV SP, CFM, PMP

Site Civil

Experience and Qualifications Relevant to Proposed Project

» Parking Lot 5 | Project Manager/Engineer of Record | Florida Polytechnical University, Lakeland, Florida

This project involved the design of a parking lot with over 160 parking spaces to serve a new residence hall on campus. CivilSurv coordinated with the construction manager at risk during the design phase of the project to keep the project team informed. The design and construction phases were fast-tracked to ensure completion by the start of the Fall 2024 semester. Scope included topographic survey, site civil engineering design, lighting design, and permitting.

» Estates at Carpenters Site Improvements | QA/QC Reviewer | Carpenter's Home Estates, Inc., Lakeland, Florida

This project involves drainage improvements within the existing ±35-acre Continuing Care Retirement Community. The improvements were focused on nuisance flooding areas near the front of Buildings F and K. Site modifications and improvements and were coordinated with a planned addition to the buildings, including a new chapel for the campus. CivilSurv's scope of services for this project included topographic survey, engineering design, permitting, and construction administration.

» Site Development Plan Reviews | Project Manager | City of Frostproof, Frostproof, Florida

Functioned as the City Engineer in the review of site development application packages submitted by various private developers. Reviews included preliminary plats, construction plans, and final plats for residential subdivisions as well as preliminary site plans, construction plans, and final site plans for commercial developments. Applications reviewed based on City ordinances, construction standards and specifications, and industry standards. Services included review of engineering aspects including stormwater management systems and water utilities.

» Water Treatment Plant #4 Improvements | QA/QC Reviewer | City of Frostproof, Frostproof, Florida

Preliminary design of improvements to the City's WTP #4. Considered improvements included a new well and pump, addition of high service pumps and associated valves, new chlorination building and control room, demolition of obsolete equipment and structures, and miscellaneous site improvements. CivilSurv's scope of services included topographic survey and preliminary design.

» Site Development Plan Reviews | Project Manager | Polk County, Florida

Functioned as the City Engineer to review site development application packages submitted by private developers. Applications reviewed based on City ordinances, City construction standards and specifications, and industry standards. Services included review of engineering aspects including stormwater management systems and water utilities.

» Heartland Training Complex | Project Manager/Engineer of Record | Highlands County BOCC, Sebring, Florida

Provided a due diligence assessment of an approximate 35-acre site near the Sebring Airport. The County plans to redevelop the site to provide multi-functional training facilities and other public services. CivilSurv prepared an updated conceptual site plan, considering the various site constraints, and an Engineer's Opinion of Probable Construction Costs. The conceptual site plan includes a fire rescue station; an aircraft rescue and firefighting (arff) facility; sheriff's office training center campus; and animal services facility.

FIRM TITLE

Vice President of Civil Engineering

YEARS EXPERIENCE

20 Years

EDUCATION

MS University of Florida, Civil Engineering

BS Purdue University of Central Florida, Civil Engineering

ACTIVE REGISTRATION

Professional Engineer, FL No. 70671

PROFESSIONAL ORGANIZATIONS

Florida Engineering Society

American Society of Civil Engineers



Derik Bryant, PE

Yard Piping

Experience and Qualifications Relevant to Proposed Project

» Morgan Combee Road Force Main Extension | Senior Engineer | Polk County Public Schools, Lakeland, Florida

This project involves the design of a wastewater pump station and nearly 1-mile of sanitary force main. The wastewater pump station was designed to facilitate the abandonment of an aging wastewater treatment facility on the Combee Elementary School campus. CivilSurv's scope of services for this project include topographic survey, subsurface utility engineering, engineering design, permitting, and construction administration. Responsibilities include engineering design, construction plan production, and permitting support.

» Parking Lot 5 | Senior Engineer | Florida Polytechnic University, Lakeland, Florida

This project involved the design of a parking lot with over 160 parking spaces to serve a new residence hall on campus. CivilSurv coordinated with the construction manager at risk during the design phase of the project to keep the project team informed. The design and construction phases were fast-tracked to ensure project completion by the start of the Fall 2024 semester. CivilSurv's scope of services for this project included topographic survey, site civil engineering design, lighting design, and permitting.

» Estates at Carpenters Site Improvements | Senior Engineer | Carpenter's Home Estates, Inc., Lakeland, Florida

This project involves drainage improvements within the existing ±35-acre Continuing Care Retirement Community. The drainage improvements were focused on nuisance flooding areas near the front of Buildings F and K. Site modifications and improvements and were coordinated with a planned addition to the buildings, including a new Chapel for the campus. CivilSurv's scope of services for this project include topographic survey, engineering design, permitting, and construction administration. Responsibilities include design and layout of stormwater inlets / pipes to connect to the existing drainage system to improve current conditions.

» Philip O'Brien Elementary School Parking Lot Addition | Senior Engineer | Polk County Public Schools, Lakeland, Florida

Designed the parking lot expansion to provide nearly 36 new parking spaces. These new parking spaces were added in 3 separate locations on the school's 12.8-acre campus. The SWFWMD permit for the site's existing 3 stormwater management areas was modified to account for the increased impervious area. Responsibilities included construction plan preparation, drainage calculations, and permitting coordination.

» Heartland Training Complex | Senior Engineer | Highlands County BOCC, Sebring, Florida

This project involved a due diligence assessment of an approximate 35-acre site near the Sebring Airport. The County plans to redevelop the site to provide multi-functional training facilities and other public services. As part of the due diligence assessment, CivilSurv prepared an updated conceptual site plan, considering the various site constraints, and an Engineer's Opinion of Probable Construction Costs. The conceptual site plan includes a Fire Rescue Station; an Aircraft Rescue and Fire Fighting (ARFF) facility; Sheriff's Office Training Center Campus; and Animal Services Facility.

» Water Treatment Plant #4 Improvements | Senior Engineer | City of Frostproof, Frostproof, Florida

This project involved preliminary design of improvements to the City's WTP #4. Considered improvements included a new well and pump, addition of high service pumps and associated valves, new chlorination building and control room, demolition of obsolete equipment and structures, and miscellaneous site improvements. CivilSurv's scope of services included topographic survey and preliminary design.

FIRM TITLE

Senior Design Engineer

YEARS EXPERIENCE

20 Years

EDUCATION

BS University of South Florida, Civil Engineering

ACTIVE REGISTRATION

Professional Engineer, FL No. 67369

PROFESSIONAL ORGANIZATIONS

American Society of Civil Engineers



Jason Stanley
SUE

Experience and Qualifications Relevant to Proposed Project

» **Northeast Regional Wastewater Treatment Facility Expansion Project | SUE Lead | Polk County, Florida**

This project consists of design services for the expansion of the Northeast Regional WWTF. ECHO’s professional services were requested to provide subsurface utility engineering and topographic survey services.

» **Wetland Monitoring Surveys at Various Locations | Survey Support | Polk County, Florida**

This project consisted of wetland monitoring services and associated studies at seven different locations in Polk County. ECHO’s professional services were requested to provide field survey information in support of the monitoring and studies.

» **Northeast Regional Wastewater Treatment Facility Clarifier Addition | SUE Lead | Polk County, Florida**

This project consisted of design service for the installation of a new clarifier and other site improvements at the existing NERWW Treatment Facility in Davenport. ECHO’s services included providing subsurface utility engineering and topographic survey services.

» **NE2 & NW Generators Site Improvements | SUE Lead | Polk County, Florida**

This project, where ECHO provided Subsurface Utility Engineering and Topographic Survey services, resulted in designating and locating the position of underground utilities located at the project generator sites defined within the project scope.

» **Lake Victoria Outfall Drainage Improvements | SUE Lead | Polk County, Florida**

This project is part of a drainage improvement continuing service contract for the county and consists of conducting a watershed evaluation of the Lake Victoria area and evaluating alternatives for updating the existing drainage system for the neighborhood. At the conclusion of the evaluation, the project will also require necessary design, engineering, and post-design services. ECHO provides survey and subsurface utility engineering services for this project.

» **New Sanitary Force Main and Lift Station at North Park Road and Sam Allen Road | SUE Lead | Plant City, Florida**

This project consisted of engineering design services for a new sanitary pressure pipeline and associated improvements at the intersection of North Park Road and Sam Allen Road in Plant City, FL. ECHO’s professional services were requested to provide limited utility investigative services including performing utility vacuum excavation to confirm the location and depth of certain utilities.

FIRM TITLE

Vice President

YEARS EXPERIENCE

24 Years

EDUCATION

AS ITT Technical Institute, Design Technology

ACTIVE REGISTRATION

Qualified Stormwater Management Inspector
Florida Department of Environmental Protection:
Stormwater, Erosion and Sedimentation Control
Program – Inspector License #435

PROFESSIONAL ORGANIZATIONS

N/A



William C. Nelson, PE

Electrical

Experience and Qualifications Relevant to Proposed Project

Mr. Nelson is an experienced electrical engineer qualified in the design of environmental facilities. He provides preliminary and final design of electrical distribution systems, including single line diagrams, power plans, lighting plans, and control systems. The environmental facilities include water treatment plants, WWTPs, pump stations (booster, submersible, etc.), and solid waste facilities. His capabilities include detailed plans and specifications for contract documents, as well as conceptual design, construction administration, and technical review.

Experience includes the following projects serving as project manager.

- » Sunbridge Potable Water, Wastewater & Reclaimed Water Treatment | Osceola County, FL
- » South Cross Bayou WRF - Biosolids Dewatering Facility Enhancements | Pinellas County, FL
- » Design-Build of River Oaks Diversion Project | Hillsborough County, FL
- » Conserv I WRF Clarifier Improvements | Orlando, FL
- » South Bermuda WRF Upgrades & Expansion Project | Toho Water Authority, FL
- » International Drive Potable Water Pump Station | Orange County, FL

FIRM TITLE

Vice President

YEARS EXPERIENCE

40 Years

EDUCATION

BS University of Kentucky,

Electrical Engineering

BS University of Kentucky, Physics

ACTIVE REGISTRATION

Professional Engineer, FL No. 42017

PROFESSIONAL ORGANIZATIONS

National Society of Prof Engineers

Florida Engineering Society

Institute of Electrical and Electronic Engineers

NFPA Voting Member for Standards



Andre Kniazeff, PE

Geotechnical

Experience and Qualifications Relevant to Proposed Project

» Fort Meade Residential Development Geotechnical Investigation | Senior Geotechnical Engineer | Polk County, Florida

This project included the geotechnical investigation, design, and shallow and deep foundation recommendations for a new residential development in Polk County, Florida.

» Roads Pavement Evaluation | Senior Geotechnical Engineer | Polk County, Florida

This project included to perform pavement corings and field evaluation followed by condition assessment and remedial recommendations for several roadway alignments in Polk County, FL.

» C.R. 557 Widening | Senior Geotechnical Engineer | Polk County, Florida

This project included roadway soil survey, field exploration, and flexible pavement design for new roadway alignments. Also included foundation recommendations for culverts, major signals and signs.

» North Hollandtown Road Bridge Replacement | Senior Geotechnical Engineer | Wauchula, Florida

The project included the installation of a single span precast concrete bridge structure. Our field exploration included two (2) Standard Penetration Test (SPT) Borings, each drilled to a depth of approximately 80 feet below existing grade (BEG) along the proposed bridge alignment.

» Old Bartow Road Sinkhole Investigation | Senior Geotechnical Engineer | Polk County, Florida

The primary objective of this investigation was to evaluate subsurface conditions in the area of the depression and to provide remedial recommendations to stabilize this feature.

» Double Barrel Box Culvert | Senior Geotechnical Engineer | Bay County, Florida

This project included the geotechnical investigation, design and recommendations for a new double barrel box culvert in Bay County, Florida. The culvert structure consisted of a reinforced concrete structure founded on a shallow foundation.

» C.R. 286 Existing Pavement Condition Survey | Senior Geotechnical Engineer | Jackson County, Florida

This project was to perform pavement corings and field evaluation followed by condition assessment and remedial recommendations for the existing roadway alignment in Jackson County, Florida.

FIRM TITLE

Senior Engineer 1

YEARS EXPERIENCE

13 Years

EDUCATION

BS University of Central Florida, Civil Engineering

ACTIVE REGISTRATION

Professional Engineer, FL No. 81315

PROFESSIONAL ORGANIZATIONS

N/A



John Delashaw, PE, MAT

Geotechnical

Experience and Qualifications Relevant to Proposed Project

» FDOT Design-Build Value Added Foundation Design, Sawgrass Expressway (SR 869) over Atlantic Boulevard | Geotechnical Principal | Jacksonville, Florida

Madrid was requested to step in as Geotechnical EOR to an existing project and provide geotechnical foundation design services for a proposed alternate bridge configuration.

» I-4/SR 557 | Geotechnical Principal | Polk County, Florida

Madrid was responsible for the geotechnical exploration program, reviewing of the subsurface investigation, laboratory-testing program, engineering analysis and report preparation for roadway soil survey. Providing technical support services for an Engineering Analysis Report (EAR) which is ongoing.

» FDOT Design-Build Interchange at MLK and I-75 | Geotechnical Principal | Brandon, Florida

Madrid serves as the Geotechnical EOR for the new interchange with multiple bridges, high MSE walls, and various signs, signals and other structures. The design includes wick drains and surcharging for the approaches at one bridge and innovative ground improvement solution to support a high MSE wall near a buried gas line.

» FDOT Roadway Projects | Geotechnical Engineer | Florida

These projects include roadway soil survey, field exploration, and flexible pavement design for several new construction, widening and rehabilitation projects. Also included are foundation recommendations for major signals and signs.

» Pavement Condition Surveys | Geotechnical Engineer | Hillsborough, Polk, and Pinellas County, Florida

These projects include performing pavement corings and field evaluation followed by condition assessment and remedial recommendations for private development and County roadways in Hillsborough, Polk, and Pinellas Counties.

» Various Engineering Analysis Reports (EARs) for FDOT Projects | Geotechnical Engineer-of-Record | District 1 and District 3, Florida

Madrid served as a third party independent evaluator and prepared multiple TPAA (Testing Plan and Analysis Approach) documents for various geotechnical issues on SR 739/US 41 Business in Lee County Florida and also for SR 10.

FIRM TITLE

Principal, Geotechnical Engineer

YEARS EXPERIENCE

34 Years

EDUCATION

BS San Diego University, Civil Engineering

ACTIVE REGISTRATION

Professional Engineer, FL No. 48154

PROFESSIONAL ORGANIZATIONS

N/A



Terry Cartwright

Environmental

Experience and Qualifications Relevant to Proposed Project

» West Pipkin Road Widening From Medulla Road to SR 37 | Roadway Engineer | Polk County Board of Commissioners, Florida

PGA worked closely with Polk County on W Pipkin Rd, a constrained corridor, to provide increased capacity while accommodating all users for this half-mile long segment. The proposed design widened the existing two-lane rural roadway to a four-lane urban facility with buffered bike lanes and sidewalks on both sides. The design for this project also included diversion structures in different locations to allow high flow storm events to “pop off” to adjacent basins and balance the hydraulic grade lines for better flood protection.

» Wildwood Subdivision Drainage Improvements | Environmental Scientist | Polk County Board of Commissioners, Lakeland, Florida

This drainage improvement project proposes to alleviate frequent flooding and standing water within the Wildwood Subdivision. The design proposes to install new ditches with side drain culverts around Primrose Court, which will tie into an enlarged storm drain trunk line on Wildflower Drive. A surge pond being built just upstream of this outfall (also designed by PGA) reduces the flow rate to accommodate this direct discharge of high flows from Wildflower Drive

» SR 572 at Don Emerson Drive Roundabout | Environmental Scientist | City of Lakeland, Florida

This project involved the design of a roundabout at the entrance of Lakeland Linder International Airport to improve safety and mobility on the corridor. Additional scope items included drainage improvements, utility coordination, and right-of-way acquisition. PGA was the prime consultant leading the roadway, drainage, and structures efforts. Tasks included wetland delineation, and potential effects to threatened and endangered species.

» Continuing Services, Resurfacing Design | Environmental Lead | FDOT District One, Florida

This task work order-based contract provides miscellaneous design services such as resurfacing, widening, rigid pavement rehabilitation, and minor design. Specific responsibilities on task work orders may include field surveys, roadway analysis and design, drainage analysis and design, utility relocation, utility, coordination, and temporary traffic control plan analysis. Terry is leading the environmental efforts on task work orders assigned through this contract.

» SR 29 from CR 846 East to North of New Market Road | Environmental Scientist | FDOT District One, Collier County, Florida

This project involves the design of a new, 3.35 mile four-lane bypass road for the City of Immokalee to improve mobility and connectivity within the regional transportation network. Terry is leading the environmental assessments and permitting of the project.

FIRM TITLE

Chief Scientist

YEARS EXPERIENCE

27 Years

EDUCATION

BS University of Florida, Forest Resources and Conservation

ACTIVE REGISTRATION

N/A

PROFESSIONAL ORGANIZATIONS

N/A



Susan Durrance

Environmental

Experience and Qualifications Relevant to Proposed Project

» West Pipkin Road Widening From Medulla Road to SR 37 | Roadway Engineer | Polk County Board of Commissioners, Florida

PGA worked closely with Polk County on W Pipkin Rd, a constrained corridor, to provide increased capacity while accommodating all users for this half-mile long segment. The proposed design widened the existing two-lane rural roadway to a four-lane urban facility with buffered bike lanes and sidewalks on both sides. The design for this project also included diversion structures in different locations to allow high flow storm events to “pop off” to adjacent basins and balance the hydraulic grade lines for better flood protection.

» Wildwood Subdivision Drainage Improvements | Environmental Scientist | Polk County Board of Commissioners, Lakeland, Florida

This drainage improvement project proposes to alleviate frequent flooding and standing water within the Wildwood Subdivision. The design proposes to install new ditches with side drain culverts around Primrose Court, which will tie into an enlarged storm drain trunk line on Wildflower Drive. A surge pond being built just upstream of this outfall (also designed by PGA) reduces the flow rate to accommodate this direct discharge of high flows from Wildflower Drive

» SR 572 at Don Emerson Drive Roundabout | Environmental Scientist | City of Lakeland, Florida

This project involved the design of a roundabout at the entrance of Lakeland Linder International Airport to improve safety and mobility on the corridor. Additional scope items included drainage improvements, utility coordination, and right-of-way acquisition. PGA was the prime consultant leading the roadway, drainage, and structures efforts. Tasks included wetland delineation, and potential effects to threatened and endangered species.

» Welling Park on Lake Easy | Environmental Scientist | Polk County, Florida

Susan was responsible for studying the potential environmental impacts associated with the construction of a park adjacent to Lake Easy in Polk County. Tasks included field reviews to determine the approximate wetland boundaries along the lake, coordination with FDEP’s Sovereignty Submerged Lands Office in Tallahassee, and environmental permitting within the proposed project.

» SR 64 at Greyhawk Boulevard | Environmental Scientist | FDOT District One, Manatee County, Florida

PGA was the prime consultant on this project designing a multi-lane roundabout to improve safety and accessibility along SR 64. The scope included major reconstruction of multiple intersections, drainage improvements, and utility coordination. Susan was responsible for verifying wetland boundaries and assessing potential impacts to threatened and endangered species.

FIRM TITLE

Senior Environmental Scientist

YEARS EXPERIENCE

21 Years

EDUCATION

BS University of South Florida, Environmental Science and Policy

BS University of South Florida, Education

ACTIVE REGISTRATION

N/A

PROFESSIONAL ORGANIZATIONS

N/A



Greg Prather, PSM

Topo Survey and Underground Utilities

Experience and Qualifications Relevant to Proposed Project

» Lake Hancock Level Modification Project | Project Manager/ Surveyor-in-Charge | South Florida Water Management District, Florida

This project included boundary surveys for multiple large acquisition parcels involved Title Policy review and application, Ordinary High-Water Line (OHWL) determination inclusive of topographic data acquisition and legal description preparation.

» Upper Peace River MFL | Project Manager/Surveyor-in-Charge | South Florida Water Management District, Florida

This project included horizontal and vertical control, as-builts, cross sections and bridge detail along Peace River from Bartow to Wauchula.

» C-43 Water Quality Treatment Area | Project Manager/Surveyor-in-Charge | South Florida Water Management District, Florida

This project included level adjustment on set targets to obtain control for photogrammetric mapping, supplement spot elevations in areas of obstructed mapping to create a combined topographic survey.

» Big Bend to Bayside | Project Manager/ Surveyor-in-Charge | TECO Peoples Gas, Florida

This project included 9-mile-long utility corridor project. Services included boundary surveys, easement descriptions, topographic surveys, mean high water line surveys, construction staking to support an underground gas pipeline.

» Duke Energy - PX | Contract Manager/Surveyor-in-Charge | Duke Energy, Florida

This project included the preparation of a real estate base map, description sketches, oversaw field construction staking and coordinated with client and stakeholders for 33 miles of fallen transmission after hurricane Michael.

» New River to Wire Road Cabbage Hill to Morgan Road | Contract Manager/Surveyor-in-Charge | Service Electric, Florida

This project included the overseeing of office and field staking activities for 25 miles of turbidity, road upgrades and transmission structures. Client relations and daily field crew coordination and monitoring.

» North Florida Resiliency Connection | Contract Manager/ Surveyor-in-Charge | Gulf Power, Florida

This project included the coordination of multiple survey crews for construction staking for a new, 176 mile, 161kV Transmission line through seven counties in north Florida. Quality control of all staking activities and communication between the client and multiple contractors for staking needs including easements, clearing, road construction, structures. Reporting of daily field activities and as-built data as requested.

» A2 STA | Contract Manager/Surveyor-in-Charge | Brown and Caldwell, Florida

This project included the survey of project limits for the approximately 7,000 acre A- 2 STA Stormwater Treatment Area and Survey Control Plan for 12 controlling monuments for the A2-STA.

FIRM TITLE

Vice President of Surveying

YEARS EXPERIENCE

42 Years

EDUCATION

Surveying Technology I & II, Maynard A. Travis Technical Center

ACTIVE REGISTRATION

Professional License Surveyor and Mapper, FL No. 5135

PROFESSIONAL ORGANIZATIONS

Florida Surveying & Mapping Society

- District 4 Director: 1993-1995
- District 4 Director: 2016-present
- Ridge Chapter of the FSMS
- Vice President: 1991-1992
- President: 1992-1993



PMA Consultants

Ken Vanderjagt, PE, PMP, CEP, F-AACE

Scheduling

Experience and Qualifications Relevant to Proposed Project

» Pinellas Water Blending Facility | Senior Scheduler | Pinellas County, Florida

Pinellas County envisioned the design and construction of a complex to collect, treat, and distribute water from three distinct sources. The water blending facility mitigated issues responsible for the County's ongoing water quality and treatment challenges. The completed basis of the Design Report included a process design, layout, phased construction plan, cash flow plan, and organization plans for the overall \$82M project. The plan was subject to a peer review and presented to the Board for appropriation. Mr. VanderJagt managed the plant and pipeline facilities cost estimating portion of the planned construction. The estimate included 3 miles of large diameter (42" to 54") water transmission pipelines.

» Southern Regional Water Supply Facility (SRWSF) | Senior Scheduler | Orange County Utilities (OCU), Orlando, Florida

This project includes adding new facilities at an undeveloped site in southwest Orange County. The duration of design and construction activities will last for 30 months. Mr. VanderJagt prepared construction cost estimates during final design phases at 60% and 90% design completion. During construction, he reviewed schedules submitted by the contractor. Mr. VanderJagt also managed early completion claims and evaluated concurrent delay and contract defenses against these claims.

» Eastern WRF (EWRf), Phases IV & V | Senior Scheduler | Orange County Utilities (OCU), Orlando, Florida

The EWRf is an advanced WWTP with a current average annual daily flow capacity of 19-mgd. Orange County plans to increase the capacity to 24-mgd and then, via an expansion, to approximately 40-mgd to accommodate future wastewater flows. During preliminary and final design, Mr. VanderJagt led the development of cost estimates. During the construction of Phase IV, Mr. VanderJagt reviewed construction schedules submitted by the contractors and worked with them to prepare CPM schedules in P6. During Phase V, he participated in the value engineering workshop to ascertain the county's most pressing needs and inserted them into the design solution.

FIRM TITLE

Senior Scheduler

YEARS EXPERIENCE

47 Years

EDUCATION

BS University of Michigan, Civil Engineering

ACTIVE REGISTRATION

Professional Engineer, FL No. 40009

Certified Estimating Professional (CEP), AACE International 2021

Project Management Professional, Project Management Institute 2008

PROFESSIONAL ORGANIZATIONS

National Society of Professional Engineers

Florida Engineering Society

AACE International

Project Management Institute



PMA Consultants

Stephen Daly

Cost Estimating

Experience and Qualifications Relevant to Proposed Project

» Water/Wastewater CIP 2014 -2022 | Assistant Project Manager/ Cost Estimating | Orange County Utilities (OCU), Orlando, Florida

The Orange County Utilities (OCU) \$800 million capital improvement program (CIP) includes developing long-term plans for solid waste, water/wastewater, and reclaimed water infrastructure improvements within OCU service areas. The program will also include major elements such as planning studies, capital improvement program management, utility management, operational assistance, hydraulic modeling, and other program management services. Projects in this CIP are needed to accommodate growth; expand, modernize, and improve existing facilities; and renew and replace aging facilities. Mr. Daly assists in the firm, fair and reasonable negotiations of all scope changes and ensures compliance with the Client's change order process through completion.

» Water/Wastewater CIP 2014 -2022 | Assistant Project Manager/ Cost Estimating | Orange County Utilities (OCU), Orlando, Florida

Orange County Utilities (OCU), Hamlin WRF, Orlando, FL - This new \$110 million, 5.0 MGD facility includes all systems such as a preliminary treatment structure with screening, grit, and odor control; activated sludge treatment train with BNR process and diffused aeration; process air blower system and building; secondary clarifiers and clarifier splitter box; plant pump stations; tertiary filters; chlorine contact tank; chemical feed and storage systems; sludge holding tanks, gravity belt thickener equipment, a 5 million gallon ground storage tank, and a variety of pumps (NRCY, Scum, RAS, WAS, VT Transfer, VT HSP). Also included in this project is 3,600 linear feet of 36" diameter off-site force main and an off-site, \$8 million master pump station complete with a CIP concrete wet well, electrical building, and odor control system. Mr. Daly performed the structural cost estimate to help develop an opinion of probable construction cost at the 60% and 100% design phases.

» Southwest WRF, Phase 1 | Assistant Project Manager/Cost Estimating | Orange County Utilities (OCU), Orlando, Florida

Orange County Utilities (OCU) currently owns and operates three regional water reclamation facilities (WRF) that chemically treat the wastewater generated in its collection system. All three treatment facilities produce reclaimed water for public access reuse as regulated by Federal regulations. As part of a previous master plan developed, a fourth new WRF was proposed to be constructed by 2015 to serve a portion of the south-west portions of service area, currently being served by its south WRF. Mr. Daly performed the structural cost estimate to help develop an opinion of probable construction cost at the 60% and 100% design phases.

» Orange County Convention Center | Assistant Project Manager/ Cost Estimating | Orange County Utilities (OCU), Orlando, Florida

The Orange County Convention Center completed an evaluation of the existing chilled water service that includes two chilled water production plants, three distribution and pump station networks, three control centers and approximately 100,000 linear feet of chilled water piping. During the chilled water assessment (primary side and secondary side), Mr. Daly helped prepare an opinion of probable asset value and an opinion of future maintenance cost. The opinion of probable cost for existing equipment (Central and North Energy Plants) was based on the engineer's assessment of existing conditions and opinions on useful life expectancies of the equipment.

FIRM TITLE

Assistant Project Manager

YEARS EXPERIENCE

13 Years

EDUCATION

BS Wentworth Institution of Technology,
Construction Management

ACTIVE REGISTRATION

Massachusetts Unrestricted Construction
Supervisor License, obtained December 2015
OSHA 30, obtained 2008

PROFESSIONAL ORGANIZATIONS

N/A



THE
LUNZ
GROUP
Architecture | Interior Design
100.000000

James "Jimi" Pendley

Architectural

Experience and Qualifications Relevant to Proposed Project

» SWRWTF Southwest Regional Wastewater Treatment Facility | Project Manager | Polk County, Florida

Our team provided architectural and engineering services to house the administrative, SCADA and operations control room of the waste-water treatment facility. The facility was designed as a Class IV essential building. The facility has emergency generator power available to help serve as an Emergency Operations Center in the event of a natural disaster.

» Utilities and Solid Waste Departments | Project Manager | Plant City, Florida

The Lunz team provided architectural design and engineering services for a one-story office building for Plant City's Utilities and Solid Waste Department. The facility provides administrative space, full break-room amenities for the Public works and Solid Waste departments. The facility was designed with wind rated windows, doors and roof structure. The facility was designed to operate as an Emergency Operations Center with full restroom and shower facilities, full kitchen amenities in the event it is needed to serve as an EOC.

Other experience includes the following projects serving as senior project manager.

- » Polk County Utilities Operations | Winter Haven, Florida
- » Plant City Utilities & Solid Waste Facility | Winter Haven, Florida
- » Polk Regional Water Cooperative Water Processing Facility | Polk County, Florida
- » Winter Haven Fire Station No. 3 | Winter Haven, Florida
- » Southwest Regional Wastewater Treatment Facility Operations | Mulberry, Florida
- » Brooksville Public Works Facility | Brooksville, Florida
- » Polk Regional Water Cooperative Southeast Wellfield & Water Facility | Polk County, Florida
- » Tri-county Human Services Upgrades | Lakeland, Florida
- » City of Wildwood Municipal Services Complex | Wildwood, Florida
- » Titusville Transfer Station | Titusville, Florida
- » R + L Carrier Facility | Ocala, Florida
- » Crete Carrier Facility | Lakeland, Florida
- » Treatt USA Corporate Headquarters | Lakeland, Florida
- » Bonnet Springs Park Phase III | Lakeland, Florida
- » Plant City Tennis Center | Plant City, Florida
- » George Jenkins Boys & Girls Club Phase II | Winter Haven, Florida
- » Lakeland Automall Parts Warehouse Build | Lakeland, Florida
- » Sleepy Hill Fire Station | Lakeland, Florida
- » Myakka River State Park | Myakka, Florida

FIRM TITLE

Senior Project Manager

YEARS EXPERIENCE

22 Years

EDUCATION

MA University of South Florida, Architecture

AA Manatee State College

ACTIVE REGISTRATION

N/A

PROFESSIONAL ORGANIZATIONS

N/A

Is the Firm a “Polk County Entity?”

Carollo has been responsively providing water and wastewater engineering services to Central Florida clients since the year 2000.

While we do not have an office in Polk County, we will, however, serve you from our nearby Orlando office. We have included five subconsultants that are located in Polk County as noted below.

CAROLLO ENGINEERS, INC.

FIRM HEADQUARTERS: 2795 Mitchell Drive, Walnut Creek, CA 94598 / Ph: 925-932-1710

RESPONSIBLE OFFICE: 200 E. Robinson Street, Suite 1400, Orlando, FL 32801 / Ph: 407-478-4642 / Office Established: 2008 / 47 Employees



CIVILSURV / SITE CIVIL

FIRM HEADQUARTERS: 2525 Drane Field Road, Suite 7, Lakeland, FL 33811 /

Ph: 863-646-4771

RESPONSIBLE OFFICE: 2525 Drane Field Road, Suite 7, Lakeland, FL 33811 /

Ph: 863-646-4771

OFFICE ESTABLISHED: 2010 / 37 Employees



MADRID CPWG / GEOTECHNICAL

FIRM HEADQUARTERS: 2030 State Road 60 East, Bartow, FL 33830 /

Ph: 863-533-9007

RESPONSIBLE OFFICE: 2030 State Road 60 East, Bartow, FL 33830 /

Ph: 863-533-9007

OFFICE ESTABLISHED: 1994 / 45 Employees



PATEL, GREEN AND ASSOCIATES (PGA) / ENVIRONMENTAL

FIRM HEADQUARTERS: 12570 Telecom Drive, Temple Terrace, FL 33637 /

Ph: 813-978-3100

RESPONSIBLE OFFICE: 215 East Main Street, Bartow, FL 33830 / Ph: 863-533-7317

OFFICE ESTABLISHED: 2011 / 25 Employees



PICKETT[®]
an ESP COMPANY

PICKETT & ASSOCIATES, LLC / TOPO SURVEY AND UNDERGROUND UTILITIES

FIRM HEADQUARTERS: 5010 West Nassau Street, Tampa, FL 33607 /

Ph: 813-877-7770

RESPONSIBLE OFFICE: 3710 Airport Commerce Drive, Suite 10, Lakeland, FL 33811 /

Ph: 863-533-9095

OFFICE ESTABLISHED: 2021 / 37 Employees (Pickett has been located in Bartow since its inception in 1960, just recently moved to Lakeland)



Architecture | Interior Design

LIC: AR94778

THE LUNZ GROUP / ARCHITECTURE

FIRM HEADQUARTERS: 58 Lake Morton Drive, Lakeland, FL 33801 /

Ph: 863-682--1882


RESPONSIBLE OFFICE: 58 Lake Morton Drive, Lakeland, FL 33801 /

Ph: 863-682--1882

OFFICE ESTABLISHED: 1987 / 25 Employees


Business Tax Receipts

POLK COUNTY LOCAL BUSINESS TAX RECEIPT	
ACCOUNT NO. 1243	CLASS: B+ EXPIRES: 09/30/2025
OWNER NAME	LOCATION
CRAIG R FULLER	2525 DRANE FIELD RD SUITE 7 LAKELAND
BUSINESS NAME AND MAILING ADDRESS	CODE ACTIVITY TYPE
CIVILSURV DESIGN GROUP INC CIVILSURV DESIGN GROUP INC 2525 DRANE FIELD RD SUITE 7 LAKELAND, FL 338111360	540250 SURVEYOR MAPPER 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 - 2491221 07/10/2024 OPY OLP 57.75	CIVILSURV DESIGN GROUP INC



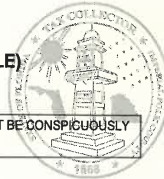
CivilSurv Design Group, Inc.

POLK COUNTY LOCAL BUSINESS TAX RECEIPT	
ACCOUNT NO. 1289	CLASS: B+ EXPIRES: 09/30/2024
OWNER NAME	LOCATION
SHEILA TARTE	2030 HWY 60 E BARTOW
BUSINESS NAME AND MAILING ADDRESS	CODE ACTIVITY TYPE
MADRID ENGINEERING GROUP MADRID ENGINEERING GROUP 2030 HWY 60 E BARTOW, FL 338304268	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 - 1785119 10/12/2023 CAG TAX 73.53	MADRID ENGINEERING GROUP




Madrid Engineering Group, Inc.

POLK COUNTY LOCAL BUSINESS TAX RECEIPT	
ACCOUNT NO. 149244	CLASS: B+ EXPIRES: 09/30/2024
OWNER NAME	LOCATION
GORDON M GREENE	215 E MAIN ST BARTOW
BUSINESS NAME AND MAILING ADDRESS	CODE ACTIVITY TYPE
PATEL, GREENE & ASSOCIATES INC PATEL, GREENE & ASSOCIATES, INC 215 E MAIN ST BARTOW, FL 338303658	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 - 1755950 09/24/2023 OPY OLP 57.75	PATEL, GREENE & ASSOCIATES INC



Patel, Green, & Associates

Business Tax Receipts



Business Tax Office
228 S. Massachusetts Ave
Lakeland, FL 33801
(863)834-6025

BUSINESS TAX RECEIPT RENEWAL INVOICE

7/7/2023

Mailing Address:
PICKETT AND ASSOCIATES INC

5010 W NASSAU ST
TAMPA, FL 33607

Master Account: 1398459

The Total Amount Due includes business tax receipts for the locations listed on the reverse of this invoice.

Business Tax:	\$847.17
Penalty Fee:	\$0.00
Collection Fee:	\$0.00
Balance Fwd:	\$0.00
Payments:	<u>\$0.00</u>
Total Amount Due:	\$847.17

You may also pay by credit card online at <http://etrakit.lakelandgov.net/etrakit3/>

On or before September 30, 2023	October (Add 10%)	November (Add 15%)	December (Add 20%)	January and after (Add 25%)
\$847.17	\$931.89	\$974.25	\$1,016.60	\$1,058.96

Upon payment of the invoice, a separate Business Tax Receipt will be issued for each business location. The receipt must be displayed or available for inspection at each business location. Conducting a business in the City of Lakeland without having first obtained a Business Tax Receipt is a violation of City Ordinance and State Statute.

Keep this Portion for Your Records

DATE	INVOICE NO.	COMMENT	AMOUNT	NET AMOUNT
08/07/2023	July23	Account # 1398459		847.17
DATE 09/12/23			VENDOR City of Lakeland.	TOTAL 847.17

Pickett & Associates, Inc.


POLK COUNTY LOCAL BUSINESS TAX RECEIPT
ACCOUNT NO. 59 **CLASS: B+** **EXPIRES: 09/30/2024**

OWNER NAME	LOCATION
BRADLEY T LUNZ	58 LAKE MORTON DR LAKELAND

BUSINESS NAME AND MAILING ADDRESS	CODE ACTIVITY TYPE
THE LUNZ GROUP THE LUNZ GROUP 58 LAKE MORTON DR LAKELAND, FL 338015344	540010 ARCHITECT 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
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PAID - 1695537 08/14/2023 OPY OLP 57.75 THE LUNZ GROUP



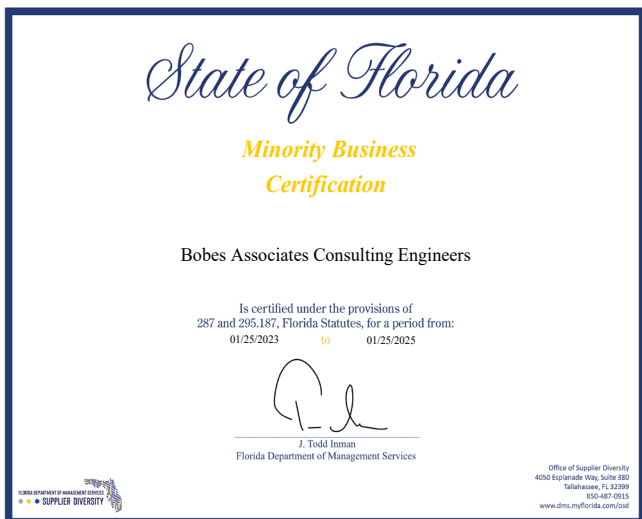
The Lunz Group

Is the Firm a “Certified Woman or Minority Business Enterprise?”

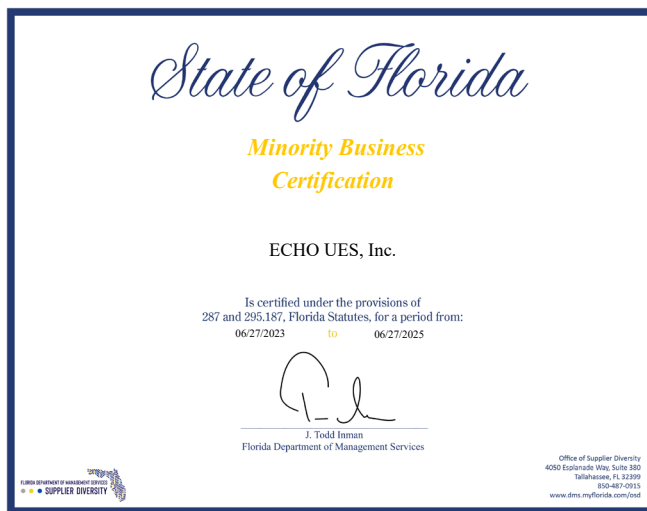
Carollo has consistently partnered and collaborated with women-owned and minority-owned businesses since the early 1970s. Associations between Carollo and MBE & WBE firms are formed so meaningful involvement is provided to each team member in their respective area of expertise.

W/MBE

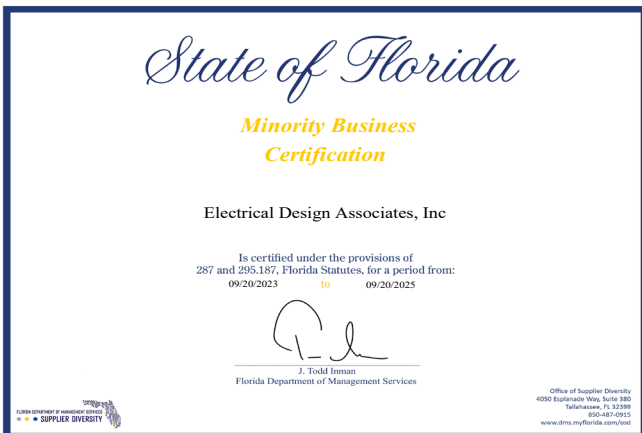
Carollo is not a W/MBE firm; however, six of our subconsultants (Bobes Associates, ECHO UES, Electrical Design Associates, Madrid Engineering, Patel, Green & Associates, and PMA Consultants) are WBEs and/or MBEs. CivilSurv is certified SBE with other state agencies. Certifications for these subconsultants are provided in this section.



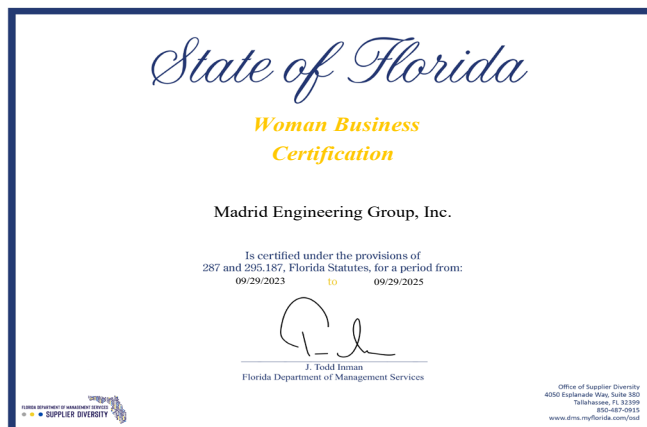
Bobes Associates Consulting Engineers



ECHO UES, Inc.



Electrical Design Associates



Madrid Engineering Group, Inc.



Patel, Green, & Associates

SOUTH FLORIDA WATER MANAGEMENT DISTRICT

December 16, 2021

REGISTERED VENDOR NO.: 117512

Mr. Graig R Fuller, President
CivilSurv Design Group, Inc.
2525 Drane Field Road, Suite 7
Lakeland, FL 33811

CERTIFICATION EFFECTIVE DATE:
January 8, 2022

CERTIFICATION EXPIRATION DATE:
January 8, 2025

Dear Mr. Fuller:

Congratulations, the South Florida Water Management District (District) has recertified your firm as a Small Business Enterprise (SBE). This certification is valid for three (3) years and may only be applied when business is conducted in the following area(s):

Professional Engineering, Surveying & Mapping Services

Your *submission of bids or proposals to supply other products or services outside of the specialty area(s) noted above will not count toward SBE participation. If you require certification in other specialty areas, please contact the Procurement Bureau, SBE Section, for additional information.*

Renewal is required every three (3) years and should be requested a minimum of 45 days prior to the above expiration date.

If any changes occur within your company during the certification period such as ownership, affiliate company status, address, telephone number, licensing status, gross revenue, or any information that relates to your SBE Certification status, you must notify this office in writing immediately. It is imperative that we maintain current information on your company at all times.

Certification is not a guarantee that your firm will receive work, nor an assurance that your firm will remain in the District's vendor database.

We look forward to a mutually beneficial working relationship.

Sincerely,

Jennifer Dollar
SBE Program Specialist
Procurement Bureau
JD

CivilSurv Design Group, Inc.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
SMALL BUSINESS AFFIDAVIT

275-000-01
EQUAL OPPORTUNITY
OSE-1861
Page 1 of 2

Submit completed form to smallbusiness@dot.state.fl.us

Firm Type (select only one option below):
 Construction Firms and all other Non-Professional Services Firms
 Professional Services

Firms must be registered in MyFloridaMarketPlace (MFMP) before the Department is able to add to the small business database. Information to register with MFMP is available here:
http://www.dms.myflorida.com/business_operations/state_purchasing/myfloridamarketplace

Please note: Completion of this form and listing on the small business site does not constitute Prequalification with FDOT.

Contractors who wish to become prequalified with FDOT in construction work classes should go to:
<https://www.fdot.gov/contracts/prequal-info/prequalified.shtm>

Consultants who wish to become prequalified with FDOT in Professional Services work types should visit:
<https://www.fdot.gov/procurement/prequalification.shtm>

Business Name CivilSurv Design Group, Inc.

Business Address 2525 Drane Field Rd. Suite 7 Lakeland Florida 33811
Street City State Zip

Mailing Address 2525 Drane Field Rd. Suite 7 Lakeland Florida 33811
Street City State Zip

Telephone 8636464771 Other _____

Business Owner Craig R. Fuller

E-mail cfuller@civilsurv.com Date Business Established 03/2010

Federal Employer Identification Number 27-1816201

FDOT Districts I am interested in performing work in: (Please check all that apply)

District 1 District 4 District 7
 District 2 District 5 Turnpike
 District 3 District 6 Central Office

CivilSurv Design Group, Inc.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
SMALL BUSINESS AFFIDAVIT

275-000-01
EQUAL OPPORTUNITY
OSE-1861
Page 2 of 2

I, Craig R. Fuller am an owner or duly authorized representative of CivilSurv Design Group, Inc. (Proposer/Name of business), and I do hereby declare:

This business:
 Meets the definition for a small business pursuant to Section 337.027, F.S.
 • Gross revenues, three year average (include affiliate businesses) \$ 4,756,829.00
 Pursuant to Section 337.027, F.S., a small business means a business with yearly average gross receipts of less than \$10 million for road and bridge contracts and less than \$6.5 million for professional and nonprofessional services contracts. A business' average gross receipts is determined by averaging its annual gross receipts over the last three years, including the receipts of any affiliates as defined in Section 337.165, F.S.

The undersigned hereby authorize(s) and request(s) any person, firm or corporation to furnish any pertinent information requested by the State of Florida Department of Transportation deemed necessary to verify the statements made in this affidavit or regarding the ability, standing and general reputation of the Proposer. I declare, under penalty of perjury, that the information provided above and any supporting documents are true and accurate to the best of my knowledge. By submission of the Affidavit certification, you are affirming that your firm meets the definition for a small business, pursuant to s. 337.027, F.S. It is the responsibility of the owner/authorized representative to inform the Department within 30 days of any change that would affect your small business eligibility, including average gross revenue over the prior three years exceeding the small business size threshold. Changes that would affect eligibility should be communicated to smallbusiness@dot.state.fl.us. This certification is good for one year or until your firm exceeds the small business threshold, whichever is earlier. To ensure regulatory compliance and accountability for the Business Development Initiative program, firms agree to furnish any pertinent information to verify the statements in this Small Business Affidavit Certification, upon request by the Department. If financial documents are not timely provided within 10 business days, or financial documents do not confirm small business eligibility, the Department reserves the right to revoke this small business certification.

[Signature] 07/15/2024 Date
 Owner/Authorized Representative Signature

Craig R. Fuller, President
 Owner/Authorized Representative Printed Name & Title

Notary:
 STATE OF Florida
 COUNTY OF Polk
 Before me, the above signed authority, personally appeared Craig R. Fuller, who is personally known to me or has produced _____ (type of identification) identification and is duly sworn, deposes and says that he/she is authorized to represent CivilSurv Design Group, Inc. (business). Sworn and subscribed to before me this 15 day of July, 2024.

[Signature] 2/16/2028
 (Notary Signature) My Commission Expires:

Melisha D. Harrell
 Comm.: HH 456198
 Expires: Feb. 16, 2028
 Notary Public - State of Florida

CivilSurv Design Group, Inc.

Certified Profile CLOSE WINDOW X

Business & Contact Information

BUSINESS NAME: **PMA Consultants, LLC**
 OWNER: **Mr Gui Ponce de Leon**
 ADDRESS: **7380 W. Sand Lake Road Suite 500**
Orlando, FL 32819-3430 [map]
 PHONE: **734-769-0530**
 FAX: **734-827-0230**
 EMAIL: **accounting@pmaconsultants.com**
 WEBSITE: **http://www.pmaconsultants.com**

Certification Information

CERTIFYING AGENCY: **Greater Orlando Aviation Authority**
 CERTIFICATION TYPE: **MWBE - Minority/Women Business Enterprise**
 CERTIFICATION DATE: **7/21/2023**
 RENEWAL DATE: **6/30/2025**
 EXPIRATION DATE: **6/30/2025**
 CERTIFIED BUSINESS DESCRIPTION: **Program/Cost/Schedule/Claims Management/It Services**

Commodity Codes


Code	Description
NAICS 541330	Engineering services

This profile was generated on 8/19/2024



PMA Consultants, LLC


PMA Consultants, LLC



Minority and Small Business Development

Certification Program
 This is to certify that in accordance with City of Tampa Ordinance 2008-89
PMA Consultants, L.L.C.
 is hereby certified as a
Minority Business Enterprise (MBE)
 In the following speciality(ies)
Contract/Project Management, Claims Assistance & Analysis Services
 The certification is valid from **August 24, 2023 to September 17, 2025**

recertification are required prior to the expiration date listed above. If at any time changes are made in the firm that are not in concert with our requirements, you agree to report those changes to us for evaluation. The City of Tampa reserves the right to terminate this certification at anytime s eligibility requirements are not being met.


Gregory K. Hart, Manager
 Minority and Small Business Manager

PMA Consultants, LLC

Interaction with County and Regulatory Agency Staff

We will bring our experience from several PCU projects where we closely coordinated with PCU and regulatory agencies.

Efficient Interaction with County Staff and Regulatory Agencies

Our team of **Amanda Bauner** and **Vic Godlewski**, both have specialized qualifications to meet this scope of service, having recently managed several projects for PCU.



Carollo staff can assist PCU in giving tours and answering complex technical questions related to potable reuse to regulators.

We Appreciate the Importance of Collaborating with PCU's Operations Staff

NWRWWTF and SWRWTF. We recently completed the conceptual design for the liquid stream improvements at both plants. Our foundational knowledge will lead to time and money savings for PCU, as we don't need to familiarize ourselves with the facilities and processes included in this project. We already have successfully collaborated with PCU on the conceptual designs and have a good relationship to build on further with this project.

Regulatory Aspect: The experience working on this project provided us with in-depth knowledge of the permitting necessary for these improvements at both facilities.

Gibson Oaks Water Production Facility Project. Amanda coordinated with PCU, CivilSurv, and PCU Land Development Division for site acceptance. Amanda also collaborated with

The Lunz Group and PCU to obtain the Certificate of Occupancy Commercial for the Gibson Oaks Operations Building, as well as Certificates of Completion for the generator, chemical storage, existing well pump building, and ground storage tank.

Cherry Hill Water Production Facility. Carollo has worked hand in hand with PCU Operations staff on the direct potable reuse pilot. Carollo regularly meets with Operations staff in the field and virtually to facilitate knowledge exchange, collaboration, and communication to maintain normal operations of the facility. Working side-by-side with your maintenance staff to troubleshoot and proactively identify issues has allowed Carollo to develop a trusting relationship with several staff members in your O&M team.

Regulatory Aspect: Carollo is developing rule language on several technical topics for the DPR rule, and is a trusted source of industry experience for FDEP. Serving as the technical and operations lead on the Cherry

Hill DPR pilot, we are able to bring this wealth of information to PCU's project and has led multiple successful meetings with FDEP and Florida Department of Health personnel. *Our team's ability to stay ahead of the curve and anticipate questions from these regulatory agencies has allowed the project to move forward according to schedule with minimal impacts to the original pilot test plan, resulting in cost and resources savings for PCU.*

Advanced Metering Infrastructure project. Carollo has worked well with diverse County staff including Utility Operations, Engineering and Customer Service and Building.

You can trust our ability to collaborate effectively with FDEP and other regulatory agencies. For example, during the **Pasco County SEWWTP project**, Amanda successfully led the team in securing all necessary permits, including coordinating with the SW District of the FDEP for a Major Modification and an Environmental Resource Permit.

Timely Completion of Projects

We will listen carefully to you to understand your preferences, and then **customize solutions** to fit your needs. We will then develop and design these solutions in an **interactive manner** and deliver our work in the time and way it was promised.

Our Carollo team is adept at managing complex wastewater treatment plant improvements, with strong project and resource management expertise. Led by our project manager, Amanda Bauner, the Carollo team will maintain clear and open communications with PCU staff to deliver a quality project on time and within budget.

Comprehensive Procedures for Project Management and Delivery

Carollo's standard procedures for project management and delivery have been developed and refined over our 91-year history and contribute to our responsiveness to our clients' needs. Key elements of our management approach include:



Communication – Emphasis on communication with the client and within the project team.



Quality Control – Key senior staff involvement.



Frequent Comparison – Comparison between planned versus actual budget and schedule.

Inherent to our project delivery approach is the active participation of a technical leader in each project. Vic Godlewski and our quality control team will monitor the work progress and provide technical overview to resolve concerns before they become significant problems.

Carollo utilizes BST10 for project management. Starting with the pursuit of a project, we track that level of effort for our staff in BST10. Each contract initiates a new work order number in BST10. Project managers complete monthly updates of the percent of work complete and the project resource plans.

Tracking Our Current and Future Projected Workload

Our Florida region has 366 ongoing projects, as well as 42 current continuing services contracts. Our Florida staff currently has a 72.3% staff utilization rate. To date, Carollo has 23 awarded unbooked projects in Florida.

Our goal is to account for 100% of staff time in BST10, including paid time off, conferences, and other non-billable time, so we have a complete picture of staff utilization. Office managers and regional resource managers proactively review staff utilization (workload and availability) twice a month to confirm that we are on target and that no one is over committed. We recognize that when staff are over committed, this has the potential to affect the quality of work and the project schedules. We mitigate that risk with frequent and thorough schedule and resource checks, as well as scheduled quality reviews.

Resource Management Is Key to Successful Project Delivery

Resource management is a top priority at Carollo, and that starts with Amanda Bauner, who is the Florida regional resource manager. Amanda has a firm handle on Florida staff utilization, through regular meetings with project managers and office managers. Plus, Amanda leads the company's monthly regional resource workload and coordination calls, giving her the ability to quickly pull in additional resources to projects should that need arise.

Historically, Carollo's key staffing bottlenecks have been at the project manager and client service manager levels. Significant hiring efforts resulted in alleviating these bottlenecks by 13% at the project manager level and by 30% at the client service level, demonstrating that prioritizing service to our clients and supporting our employees are paramount to Carollo.

We Are Ready for You to Put Us to Work

We have been tracking this project, so it is already represented in our workload projections. We are currently staffed to successfully fulfill the scope of services. Moreover, Carollo is proactive in hiring and relocating talented and committed staff to meet your needs. Our Orlando and Tampa offices alone have added ten new team members in the past 12-months, including drafting staff, electrical/I&C, structural, and water/wastewater (environmental) engineers. This commitment to hiring staff, along with our proven ability to leverage the skills and talents of our subconsultants and key Carollo staff from other offices has allowed us to deliver on our promises of on-time service.

Our fundamental staffing approach is to assemble the best qualified team to match the project requirements. Labor hours and budget are then estimated by reviewing the project scope and schedule against the staffing levels and budgets of similar projects. This will determine the staffing level required to complete each task by the milestone date. A database of staffing needs and current assignments is maintained and updated frequently, both in our local offices and company-wide. Specifically, staff assigned to this project will reserve a percentage of their available time for work required to meet milestones in a timely manner. This availability enables the team to respond to assignments as needs arise.

Meeting the Schedule Milestones

Due to the sensitivity of the schedule for the expansion of the NERWWTF, you have our commitment to be on-time with each schedule milestone during the design and bidding phases. Assuming a CMAR delivery method, the CMAR will have responsibility for the project schedule during construction. The Carollo team is committed to supporting your contractor during construction to achieve their schedule.

Our highly qualified team of subconsultants will play a major role in meeting our schedule commitments. Amanda will be able to draw from those resources as needed to meet the demands of the project's schedule. PMA Consulting has been brought on-board to help with scheduling as well. Amanda is currently working with PMA Consulting on the Pasco County Southeast WWTP Improvements and Expansion project, currently under construction. Both Carollo and PCU appreciate the value that PMA Consulting brings with their monthly review of any proposed changes with potential schedule impacts, the review of the contractor's critical path method (CPM) construction baseline schedule, and the review of the contractor's monthly schedule updates.



As detailed above, staffing levels will be scheduled and reviewed monthly to confirm our resource allocations. Progress on assignments by our other subconsultants will be monitored closely so delivery of their work products supports our overall schedule requirements.

Surveys of Past Performance

Survey Questionnaire – Polk County

RFP 24-552, Engineering Services for Improvements to the Northwest and Southwest Regional Wastewater Treatment Facilities

To: Ivan Martinez (Name of Person completing survey)

Pasco County Utilities (Name of Client Company/Contractor)

Phone Number: 813-235-6189 x6979 Email: imartinez@pascocountyfl.net

Total Annual Budget of Entity _____

Subject: Past Performance Survey of Similar work:

Project name: Southeast Wastewater Treatment Plant Expansion

Name of Vendor being surveyed: Carollo Engineers, Inc.


Cost of Services: Original Cost: \$4.7 Million Ending Cost: TBD

Contract Start Date: 2/2019 Contract End Date: 8/2025 (Est.)

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 Ivan Martinez

Signature of Evaluator: 

Please fax or email the completed survey to: _____

Survey Questionnaire – Polk County

RFP 24-552, Engineering Services for Improvements to the Northwest and Southwest Regional Wastewater Treatment Facilities

To: Gregory Rouse (Name of Person completing survey)

Sarasota County (Name of Client Company/Contractor)

Phone Number: 941-861-5000 Email: grouse@scgov.net

Total Annual Budget of Entity _____

Subject: Past Performance Survey of Similar work:

Project name: Bee Ridge Water Reclamation Facility

Name of Vendor being surveyed: Carollo Engineers, Inc.

Cost of Services: Original Cost: \$13.3 Million Ending Cost: TBD

Contract Start Date: 11/2019 Contract End Date: 12/2025 (Est.)

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 Gregory Rouse

Signature of Evaluator: Gregory S. Rouse Digitally signed by Gregory S. Rouse
Date: 2024.07.31 11:06:19 -04'00'

Please email the completed survey to: jbarksdale@carollo.com

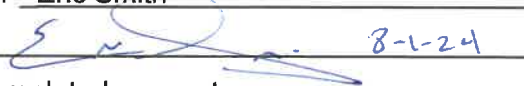
Survey Questionnaire – Polk County

RFP 24-552, Engineering Services for Improvements to the Northwest and Southwest Regional Wastewater Treatment Facilities

To: Eric Smith, P.E. (Name of Person completing survey)
City of Daytona Beach (Name of Client Company/Contractor)
 Phone Number: 386-671-8829 Email: smitheric@codb.us
 Total Annual Budget of Entity \$350M
 Subject: Past Performance Survey of Similar work:
 Project name: Westside Regional Water Reclamation Facility Improvements
 Name of Vendor being surveyed: Carollo Engineers, Inc.
 Cost of Services: Original Cost: \$182,112 Design Ending Cost: \$2.9 Million
 Contract Start Date: 6/2013 Contract End Date: 2/2021

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 Eric Smith
 Signature of Evaluator:  8-1-24
 Please fax or email the completed survey to: _____

POLK COUNTY / IMPROVEMENTS TO THE NORTHWEST AND SOUTHWEST REGIONAL WWTFs

Survey Questionnaire – Polk County

RFP 24-552, Engineering Services for Improvements to the Northwest and Southwest Regional Wastewater Treatment Facilities

To: William Clendening (Name of Person completing survey)
JEA (Name of Client Company/Contractor)
 Phone Number: 904-334-9013 Email: clenwm@jea.com

Total Annual Budget of Entity _____

Subject: Past Performance Survey of Similar work:

Project name: Buckman Water Reclamation Facility Biosolids Capital Conversion Projects

Name of Vendor being surveyed: Carollo Engineers, Inc.

Cost of Services: Original Cost: \$20,442,279 Ending Cost: TBD

Contract Start Date: 07/2018 Contract End Date: 06/2028 (Est.)

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)	9
6	Ability to communicate with Client's staff	(1-10)	10
7	Ability to resolve issues promptly	(1-10)	8
8	Ability to follow protocol	(1-10)	9
9	Ability to maintain proper documentation	(1-10)	10
10	Appropriate application of technology	(1-10)	9
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)	9

Printed Name of Evaluator William Clendening

Signature of Evaluator: W M Clendening

Please fax or email the completed survey to: sparanjape@carollo.com

Survey Questionnaire – Polk County

RFP 24-552, Engineering Services for Improvements to the Northwest and Southwest Regional Wastewater Treatment Facilities

To: Deborah Beatty, P.E. (Name of Person completing survey)

Toho Water Authority (Name of Client Company/Contractor)

Phone Number: 407-944-5023 Email: dbeatty@tohowater.com

Total Annual Budget of Entity _____

Subject: Past Performance Survey of Similar work:

Project name: South Bermuda WRF and Sandhill Road WRF Dewatering System Improvements

Name of Vendor being surveyed: Carollo Engineers, Inc.

Cost of Services: Original Cost: \$603,398.50 Ending Cost: \$782,094.02

Contract Start Date: 05/2016 Contract End Date: 05/2019

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)	8
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)	8
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 Deborah Beatty, P.E.

Signature of Evaluator: *Deborah Beatty*

Please fax or email the completed survey to: sparanjape@carollo.com

Exhibit A-iii
Northwest Regional Wastewater Treatment Facility Filter and Dewatering Improvements
Professional Services Agreement
Scope of Services

Request for Proposal (RFP) 24-552, Engineering Services for Improvements to the Northwest and Southwest Regional Wastewater Treatment Facilities was issued, and approval to negotiate with Carollo Engineers, Inc., (Consultant) was granted by the Board October 15, 2024. Accordingly, Polk County (County) has requested that the Consultant provide certain professional services in support of the Northwest Regional Wastewater Treatment Facility Improvements Project (Project) as further detailed in this Professional Services Agreement (Agreement).

A. Project Background and Description

The Northwest Regional Wastewater Treatment Facility (NWRWWTF) is a 3.0 million gallons per day (MGD) three-month rolling average daily flow (3MRAF) Type I, Modified Ludzack-Ettinger (MLE) process domestic wastewater treatment plant. The NWRWWTF operates under permit number FLA178667 issued by the Florida Department of Environmental Protection (FDEP). The facility's treatment components include the following:

- Headworks with three divided flow channels. These channels feature two mechanical bar screens and a manual bar screen for bypass. Screening is followed by two grit removal systems each with a capacity of 7.5 MGD. Additionally, an odor control system is integrated into the headworks.
- The biological treatment process is carried out in three two-stage oxidation ditches, which include both anoxic and aerobic zones and have a combined volume of 2.3 million gallons (MG). The NWRWWTF also has three clarifiers, including two 61.5-foot diameter units and one 85-foot diameter unit, and two traveling bridge filters. Disinfection is achieved through two chlorine contact chambers with a combined volume of 150,000 gallons, utilizing an ammonium sulfate injection system and a sodium hypochlorite disinfection system.
- The facility includes two sludge digester tanks with a total volume of 641,000 gallons, a concrete pad for a mobile sludge dewatering unit, a vacuum truck receiving area, and piping designed to redirect centrate back to the headworks. The plant is engineered for advanced secondary treatment with high-level disinfection.

- In 2017, the County completed the construction of a 1.5 MGD aquifer storage and recovery (ASR) system, which received its permit from the FDEP's Underground Injection Control (UIC) Department in 2018. In that same year, the County installed a new reuse high service pump station, upgraded the effluent transfer pumps, and expanded the piping for the ASR well.
- For reclaimed water storage, the facility has four ground storage tanks (GSTs) with a total capacity of 23 MG, including one 3.0 MG GST, two 4.0 MG GSTs, and one 12.0 MG GST. Additionally, two 2.0 MG GSTs provide 4.0 MG of storage for water not meeting public access reuse standards. During reject events, water that falls below the standard for public access reuse is diverted to these designated GSTs and subsequently rerouted to the headworks for retreatment.

The County identified several deficiencies at the NWRWWTF to be addressed. The County desires to plan for capital improvements to correct those deficiencies. Recommended improvements for the NWRWWTF were included in both the Conceptual Improvements to NWRWWTF and Southwest Regional Wastewater Treatment Facility (SWRWWTF) report (March 2024) and the Polk County Utilities Biosolids Dewatering Alternatives report (December 2022).

This project will include preliminary design, final design, permitting assistance, and bid phase services for the following improvements at the NWRWWTF:

- Construct a permanent dewatering facility. Preliminary design will include an evaluation of dewatering process alternatives, with the County selected alternative advanced to final design.
- Replace the existing traveling bridge filters with deep bed filters or construct a membrane filtration system to convert the facility to a membrane bioreactor (MBR) process (contingent upon the County's decision after the MBR evaluation). The internals of the existing traveling bridge filters at the NWRWWTF are no longer supported by the manufacturer. The County desires to replace the existing filters with reliable technology. Preliminary design will include an evaluation of MBR as a treatment alternative to deep bed filters.

B. Scope of Services

Upon authorization to proceed from the County, the Consultant will provide the following identified services. All design, bid, and construction documents produced by the Consultant or their subconsultants for the County will be consistent with the Polk County Utilities Standards and Specifications Manual, latest edition, and other County requirements. This authorization shall be in full force and effect until the Consultant completes all services as described in this Professional Services Agreement and any subsequent modifications hereto.

Phase 100 – Project Management

Task 101 – Project Management and Quality Assurance/Control

This task consists of overall management and quality assurance/control of the project, including contract administration, budget management, invoicing, monthly status reports, updates to decision / action logs, scheduling, and coordination with the County and subconsultants.

Task 102 – Kick-off Meeting and Review Meetings

The Consultant will attend one kickoff meeting with the County. The Consultant will prepare a meeting agenda and meeting minutes. Meeting minutes shall be distributed within three working days of the date of the meeting.

A standardization workshop will be held with the County and the SWRWWTF design consultant, to coordinate on standardizing equipment between the NWRWWTF and SWRWWTF.

The County and the Consultant will participate in the following review meetings following submittal of each design deliverable package to the County. The Consultant will prepare meeting agendas and meeting minutes accordingly.

- 30% (Preliminary) Design Review Workshops.
- 60% Design Review Workshops.
- 90% Design Review Workshops.

For each design deliverable, the design workshops will have electrical and instrumentation and controls (I&C) as a separate meeting from the remainder of the design. When possible, these two meetings will be scheduled one after the other to optimize the County's schedules.

Interim meetings between the design deliverables may also be necessary.

Phase 200 – Support Services

Task 201 – Subsurface Utility Engineering

This task consists of Subsurface Utility Engineering (SUE) services necessary to identify existing utilities and potential utility conflicts. The Consultant will prepare and submit the necessary permit applications to obtain permits from Federal, State, or local jurisdictions to work within existing streets, roads, or other public locations necessary to mark, measure, and record the location of underground utilities. This task includes the payment of any permit fees associated with the SUE services.

Subsurface utility investigation services will be provided in accordance with the scope of services set forth in a November 21, 2024, proposal prepared by ECHO Utility Engineering and Survey, Inc. (refer to Attachment A-3).

Task 202 – Land Surveying Services

Land surveying services will be provided in accordance with the scope of services set forth in a December 10, 2024, proposal prepared by Pickett & Associates, LLC (refer to Attachment A-4).

The Consultant will provide the following land surveying services in support of the Project:

- Topographic survey. Data to be mapped will include above-ground improvements and above-ground evidence of underground utilities. The survey will be performed only in the areas in this project and will not include areas outside of the design / construction limits.

Horizontal datum shall be North American Datum 1983 latest National Geodetic Survey adjustment. Vertical datum shall be North American Vertical Datum of 1988. The Consultant shall submit three (3) signed and sealed copies of the 24" x 36" survey drawings, one (1) electronic copy of the survey in Portable Document Format (PDF), and one (1) electronic copy in AutoCAD format.

Task 203 – Geotechnical Engineering Services

Geotechnical engineering services will be provided in accordance with the scope of services set forth in a November 12, 2024, proposal prepared by Madrid CPWG (refer to Attachment A-5).

Task 204 – Ecological Support Services

Ecological support services will be provided in accordance with the scope of services set forth in a March 6, 2025, proposal prepared by Patel, Greene & Associates, LLC (refer to Attachment A-6). Services include research of existing permits and other previously documented environmental constraints at the project site; completion of a desk-top analysis of the project area to assess existing soils, land uses and vegetative communities; development of an environmental technical memorandum; and permit coordination, including assistance with developing wildlife comment responses to one Request for Additional Information (RAI) from the responsible permit agency.

Phase 300 – Preliminary Design

The following subconsultants will be providing design services as described below:

- Design of building services, including heating, ventilation, air conditioning (HVAC), plumbing, and fire protection, will be provided in accordance with the scope of services set forth in a November 14, 2024, proposal prepared by Bobes Associates Consulting Engineers, Inc. (refer to Attachment A-7).
- Site civil and yard piping engineering design services will be provided in accordance with the scope of services set forth in a November 13, 2024, proposal prepared by CivilSurv (refer to Attachment A-8).
- Architectural design services will be provided in accordance with the scope of services set forth in a March 13, 2025, proposal prepared by The Lunz Group (refer to Attachment A-9).
- Electrical engineering design services will be provided in accordance with the scope of services set forth in a March 12, 2025, proposal prepared by Electrical Design Associates (refer to Attachment A-10).
- Scheduling and cost estimating services will be provided in accordance with the scope of services set forth in a November 21, 2024, proposal prepared by PMA Consultants (refer to Attachment A-11).

Task 301 – Data Collection / Site Visits

Consultant will prepare a list of data needs required for the project for the County to provide. Consultant will collect and review available data.

Process, structural, building services, electrical, instrumentation and controls (I&C), and site civil engineers, and architects will perform one site visit to review existing site conditions and gather information for the areas within this project.

Task 302 – Evaluate Dewatering Process Alternatives

Consultant will evaluate dewatering process alternatives, including screw presses and centrifuges. A technical memo will summarize this comparison and will include building footprint comparisons. Cost estimates (Engineer's Opinion of Probable Construction Cost Class 4) for each process alternative will be developed for both capital and operational costs, considering using screw presses supplied from another County wastewater treatment facility (WWTF).

Task 303 – Compare Deep Bed Filters and MBR

Consultant will compare deep bed filters to an MBR system at the NWRWWTF. A technical memo will summarize this comparison and will include site plan layouts and capital and operational cost estimates (Engineer's Opinion of Probable Construction Cost Class 4) for each process. This evaluation will include a discussion of potential benefits for a future Direct Potable Reuse facility that uses effluent from the NWRWWTF. This memo will be prepared early in the Preliminary Design Phase and the final Preliminary Design Report (PDR) will be based on the selected system.

Task 304 – Site Electrical Assessment

Based on the existing record drawings, it appears that the electrical distribution may have issues with the Environmental Protection Agency's (EPA) Reliability Criteria Class 1 requirements (specifically paragraphs 234.1, 234.2, 237 and 238). Consultant will provide a technical memo that will summarize a review of the overall electrical distribution including major equipment to address the addition of new loads associated with this project.

Task 305 – Assistance with Procuring CMAR Services

The Consultant will assist the County to procure the services of a pre-qualified Construction Manager At Risk (CMAR) firm for this project. Assistance will include responding to RFIs, questions, and issuing clarifications regarding the 30% design documents.

Task 306 – Major Equipment Selection

The Consultant will identify the major equipment for the project based on the selected treatment process and the project delivery method. The major equipment items selected may include fine screens, MBR equipment, dewatering equipment, and electrical gear.

The County may also decide to pre-select major equipment to enhance the design, as well to reduce the overall Project schedule with respect to equipment bidding, manufacturing and delivery. The Consultant will provide coordination for the preliminary steps associated with equipment pre-selection, including meetings and guidance on which equipment items should be pre-selected.

The Consultant will coordinate with manufacturers regarding potential equipment for pre-selection, including preliminary terms and conditions, design package requirements, site visits, fabrication and delivery schedules, qualifications, and existing installations.

A technical memo will summarize the major equipment identification, pre-selection strategies and requirements.

Task 307 – Preliminary Design Report

This task consists of the preparation of a PDR for the Project. The PDR will be used for initiating the permits as discussed in Phase 500 below.

A 30% design baseline schedule and a Class 4 Engineer's Opinion of Probable Construction Cost (EOPCC) will be included in the preliminary design report.

Three (3) hard copies and one (1) electronic copy in PDF of the report shall be submitted to the County.

Phase 400 – Final Design

Task 401 – Membrane System Supplier (MSS) Procurement

The Membrane System Supplier (MSS) Procurement will be a multiple step process. The Consultant will complete the following steps:

1. Finalize the shortlist of prospective MSS proposers, recommendation documented in a Technical Memorandum (this effort was begun under a previous work authorization)

2. Development of process criteria and minimum qualifications for the prospective MSSs and determine selection criteria (low bid and/or best value selection).
3. Develop technical specifications and drawings for the procurement documents for use by the CMAR.
4. Coordinate with the CMAR so they can issue the procurement documents for bidding and evaluation by the County.
5. Review the proposals and recommend an MSS to supply the MBR equipment for the project.
6. Review the shop drawings from the MSS for consistency with the design intent, and to coordinate design elements and requirements with the CMAR.

401.1 – Refine Process Criteria for MBR Procurement Documents

The Consultant will continue to refine the criteria for the MBR procurement documents based on input from the County and the CMAR. The Consultant will evaluate MBR process performance at other installations that can be applied to the NWRWWTF. These criteria will assist in evaluating MBR equipment and the MSS selection.

401.2 – Develop Draft MSS Procurement Documents

The Consultant will assist in the preparation of the draft MBR procurement documents, including technical specifications and drawings. These documents will be coordinated closely with the County and the CMAR for schedule adherence.

401.3 – Request for Proposals

The Consultant will assist the County in the preparation of the Request for Proposals (RFP) for the MSS. These documents will include the requirements for the evaluation and selection of the MSS and close coordination with both the County and the CMAR.

401.4 – Final MSS Selection/Meetings with County and CMAR

The Consultant will assist the County in the final selection of the MSS. This effort will include meetings to evaluate capital and operation and maintenance (O&M) costs, constructability, equipment warranties, and other requested items.

401.5 - Coordination with the Membrane System Supplier (MSS)

The Consultant will coordinate with the MSS supplier to finalize the scope of supply and equipment requirements and refine the design drawings/technical specifications at each stage of the project.

401.6 - Shop Drawing Submittal Review

Review the shop drawing submittals and other information provided by the selected MSS. It is anticipated that two rounds of submittal reviews will be required and will include mechanical, structural, electrical, and instrumentation coordination. This will also include coordination meetings with the MSS and the CMAR.

401.7 - Meetings and Quality Control

The Consultant will hold workshops and meetings with County operating staff, the selected MSS, and the CMAR. Meetings on the following topics are anticipated:

1. Process criteria development.
2. Control system architecture.
3. Draft MBR procurement documents.
4. Request for Qualifications (RFQ) / Invitation to Bid (ITB) review.
5. Proposal evaluation review.
6. Shop drawings review.
7. Coordination with the MSS.
8. Coordination for the assignment of the MSS supplier contract to the CMAR.
9. Negotiations between the County, MSS, and the CMAR.

Task 402 – 60% Design Documents

The Consultant will prepare and submit 60% design documents consisting of the following:

- Design drawings consisting of three (3) half-size sets of drawings to scale and one (1) electronic copy in PDF;
- Technical specifications (Divisions 1 through 17) consisting of three (3) bound copies and one (1) electronic copy in PDF.

The 60% drawings will identify and quantify all permanent and temporary easements that will be required to support construction, operation, and maintenance of the improvements. Additionally, the Consultant shall clearly list any variations from the Utilities Standards and Specifications Manual and the rationale for each variation.

See the preliminary list of drawings and specifications to be included in this task in Attachment B.

The County and CMAR will review the 60% design documents and will provide written comments and drawing markups to the Consultant. Following the 60% design review workshops, the Consultant will prepare and distribute the meeting minutes, and all comments received from the County and CMAR will be responded to in writing.

Task 403 – 90% Design Submittal Package for the CMAR Review and Pricing

Based on the review comments received from the County and CMAR for the 60% design submittal, the Consultant will prepare and submit 90% design documents consisting of the following:

- One (1) electronic copy of a tabular summary of the Consultant's responses to comments provided by the County for the 60% design submittal.
- Design drawings consisting of three (3) half-size sets of drawings to scale and one (1) electronic copy in PDF.
- Technical specifications (Divisions 1 through 17) consisting of three (3) bound copies and one (1) electronic copy in PDF.
- One (1) electronic copy of the Draft Stormwater Management Report.

The Consultant shall clearly list any variations from the Utilities Standards and Specifications Manual and documentation that the variations have been accepted by the County.

The County and CMAR will review the 90% design documents and will provide written comments and drawing markups to the Consultant for discussion during the 90% design review workshops. Following the 90% design review workshops, the Consultant will prepare and distribute the meeting minutes, and all comments received from the County and CMAR will be responded to in writing.

The work effort for this item will include close coordination with the CMAR to provide design information needed to assist in the continued development of the guaranteed maximum price (GMP). This design package will be used by the CMAR to determine the final GMP.

Task 404 – 100% Design Documents

Based on the review comments received from the County and CMAR following the 90% design review workshops, the Consultant will prepare and submit 100% design documents consisting of the following:

- One (1) electronic copy of a tabular summary of the Consultant's responses to comments provided by the County for the 90% design submittal;
- Design drawings consisting of three (3) half-size sets of drawings to scale and one (1) electronic copy in PDF;
- Technical specifications (Divisions 1 through 17) consisting of three (3) bound copies and one (1) electronic copy in PDF.
- One (1) electronic copy of signed and sealed Florida Energy Efficiency Calculations and Cooling Load Calculations.

Task 405 – SCADA Equipment Upgrade

The County's Supervisory Control and Data Acquisition (SCADA) master plan includes replacement of all programmable logic controllers (PLCs) at the NWRWWTF. This task includes the design effort for the new PLCs and specification of the new programming requirements for the new PLCs and existing SCADA human machine interface (HMI) to be completed by the control system integrator. New PLCs are planned to replace the existing inside of the control panels having input/output (I/O) wiring re-terminated to the new PLCs. No other control panel modifications are planned.

Phase 500 – Permitting Services

This phase consists of the preparation and submittal of the forms and documents that are required for obtaining regulatory and construction permits / approvals for the Project. In each task below, response to agency questions and comments is limited to two (2) sets of review questions and comments from each agency for each permit. This limit does not include

responses to agency questions / comments resulting from errors and / or omissions of the Consultant in preparing and submitting requisite application documents.

Permit applicant fees will be paid directly by the County.

The following permits are anticipated to be required for this project. Following evaluations to be performed in Phase 200, it may be determined that some permits below are not required for this project.

- Wastewater Facility Construction / Operation Permit, Forms 1 and 2 A (FDEP)
- Environmental Resource Permit (ERP) - stormwater, jurisdiction wetlands / waters of the State, sovereign submerged lands, etc. (FDEP / Southwest Florida Water Management District / South Florida Water Management District)
- Stormwater Pollution Prevention Plan and Notice of Intent to Use General Permit (FDEP / Environmental Protection Agency)

The scope for each required permit will include at a minimum the following services:

- Attend one pre-application meeting (as required).
- Prepare and submit permit application (including all required forms and supporting documentation).
- Prepare and submit responses to Requests for Additional Information (RAI's). This effort is limited to two (2) sets of review questions / comments unless otherwise required to address errors and / or omissions of the Consultant in preparing and submitting requisite application documents.

Task 501 – FDEP Wastewater Facility Permit

For FDEP's Wastewater Facility Construction / Operation Permit, the Consultant will submit the permit application with the preliminary design report to FDEP. It is assumed that a major permit modification will be required.

Task 502 – FDEP Environmental Resource Permit

An ERP modification is anticipated to be required for the Project. The Consultant will submit the permit application to FDEP.

Task 503 – Polk County Permits

The Consultant will coordinate with Polk County entities to meet permit requirements, including the County Land Development Division on all requirements to meet the County's Land Development Codes.

Phase 600 – CMAR Coordination

It is the County's intent to deliver the project using the CMAR delivery method. The CMAR will be contracted to provide pre-construction phase services with input and coordination from the Consultant. The Consultant will coordinate with the CMAR on the following CMAR scope items:

1. Develop and update a detailed "open book" cost model based on current market conditions to confirm budgets and help guide design decisions.
2. Develop a construction management plan and schedule in advance of construction with input from the Consultant.
3. Provide alternative system evaluation and constructability reviews in coordination with the Consultant and the County.
4. Develop long-lead procurement strategies and potentially initiate early procurement of long-lead items.
5. Assist in the permitting process.
6. Provide procurement services for selection of key subcontractors and suppliers.
7. Develop construction estimates and a Guaranteed Maximum Price (GMP) for construction for County review and consideration.

Assuming the County's acceptance of the GMP, the CMAR will then provide all services required of a general contractor, including self-performance and subcontractor procurement and management, during subsequent construction and post-construction phases of the project.

The relationship between the CMAR and Consultant is intended to be collaborative, with both participating as advisors to the County during the pre-construction phase. It is the County's desire to incorporate a contractor's perspective and input to the project planning and design decisions, and to leverage the ability for early procurement and phased construction prior to full completion of design.

The following tasks define the specific efforts to be performed and completed by the Consultant during the pre-construction phase of the project.

Task 601 – Draft CMAR Pre-construction Contract Development

The Consultant will coordinate with the County to provide input and review of the CMAR Pre-Construction Phase contract.

Task 602 – Cost Model and GMP Review and Validation

The Consultant will coordinate with the CMAR and the County to provide input and information on equipment and other major capital cost items throughout the design phase. The Consultant will review and validate the initial cost model (post-30% design submittal) and subsequent cost model updates (based on 60% and 90% design submittals) developed by the CMAR. Cost validation activities will include a review and verification of direct and indirect costs, CMAR fee and CMAR contingency; review/audit supplier and subcontractor quotes and request supplemental quotes, as necessary; compare costs with other applicable projects; and perform review of risk analysis model and/or cost contingencies developed by the CMAR. Indirect costs included in the CMAR cost model will include applicable general conditions and general requirements, bonds, insurance and sales tax.

Using the cost models and GMP(s) as the basis for the total construction cost(s), the Consultant will coordinate with the County regarding additional County administrative costs, engineering fees, construction administration and inspection fees, and (if applicable) County contingency to develop a Total Project Cost Estimate (TPCE).

Task 603 - Early Procurement Activities

The Consultant will coordinate with the CMAR and the County to develop an equipment and materials procurement plan, including identification of items to be selected and/or procured early based on “best value” and/or low-bid strategies, and define the parameters associated with “best value” selection as applicable. Those items and design packages selected for early procurement will also identify the acceptable manufacturers and associated Bid Documents requirements.

The Consultant will coordinate with the CMAR and the County to develop multiple packages of the applicable front-end documents (Divisions 0 and 1), technical specifications (Divisions 2 through 17), and supporting design drawings for early procurement of major long-lead equipment items with the specific acceptable manufacturers. The Consultant will coordinate with the CMAR as part of the bidding process and prepare addenda. The Consultant will assist the

County and the CMAR with review of the supplier proposals and bid packages and the subsequent selection process.

It is assumed that the CMAR shall be responsible for the packaging of front-end documents, technical specifications, and applicable design drawings developed by the Consultant; submittal of packages to applicable manufacturers and/or vendors; coordination of vendor proposals; pre-selection of equipment and appurtenances (with the County and the Consultant input); delivery of detailed design criteria and documents of selected equipment to the Consultant for further use and incorporation into detailed design documents; and coordination of delivery, storage, installation, startup, and payment of procured items accordingly.

Task 604 – General CMAR Coordination

In addition to Tasks 602 and 603 efforts above, general coordination with CMAR during the pre-construction phase will include, but not necessarily be limited to:

1. Coordination with the County regarding development of the CMAR Construction and/or Post-Construction Phase contract and applicable County front-end documents and Consultant's Division 1 specifications.
2. Meeting with and soliciting input from the CMAR during design development as appropriate.
3. Providing input to construction management plan and schedule development.
4. Evaluating alternative systems and materials proposed or suggested by the CMAR.
5. Responding to constructability review comments.
6. Providing input to MOPO plan and schedule.
7. Attending subcontractor pre-selection meetings conducted by CMAR as appropriate.

NOTE: Should the County be unable or unwilling to accept the CMAR GMP and instead decide to procure and deliver the project using a traditional "design-bid-build" delivery method, subsequent modifications to the front-end documents, technical specifications, and associated design drawings specifically applicable to the CMAR delivery method will be handled under the Owners' Contingency or Supplemental Services, if desired by the County.

In addition, additional services for bidding, including preparation of Bid Document sets, participation on a pre-bid conference, responding to Bidder questions, preparing applicable addenda, attendance at the Bid opening, assistance in evaluation of Bids, and participation in a

pre-construction conference with the selected General Contractor will also be handled under the Owners Contingency or Supplemental Services, if desired by the County.

C. Deliverables

The Consultant shall prepare and submit to the County, including electronic format when applicable, the following deliverables:

Task	Activity	Deliverable
102	Meetings	Meeting agendas and minutes for: <ul style="list-style-type: none"> - Kickoff meeting. - Standardization workshop. - 30% design review workshops. - 60% design review workshops. - 90% design review workshops.
201	Subsurface Utility Engineering	<ul style="list-style-type: none"> - Test hole data sheets containing all information obtained via test holes and visual verification. - One (1) electronic copy in AutoCAD format accompanied by a certified PDF of the survey report.
202	Land Surveying	Three (3) signed and sealed copies of the 24" x 36" survey drawings, one (1) electronic copy of the survey (PDF), and one (1) electronic copy (AutoCAD).
203	Geotechnical Engineering Services	Three (3) hard copies (one signed / sealed) and one (1) electronic copy (PDF) of the Geotechnical Engineering Analyses and Report.
204	Ecological Support Services	One (1) electronic copy (Word and PDF) of the TM.
302	Evaluate Dewatering Process Alternatives	One (1) electronic copy (Word and PDF) of the draft and final TM.
303	Compare Deep Bed Filters and MBR	One (1) electronic copy (Word and PDF) of the draft and final TM.

Task	Activity	Deliverable
304	Site Electrical Assessment	One (1) electronic copy (Word and PDF) of the draft and final TM.
306	Major Equipment Selection	One (1) electronic copy (Word and PDF) of the draft and final TM.
307	30% Design Documents	<ul style="list-style-type: none"> - Three (3) hard copies (one signed / sealed) and one (1) electronic copy (Word and PDF) of the Preliminary Design Report. - One (1) electronic copy of the preliminary EOPCC (PDF). - One (1) electronic copy of the preliminary baseline schedule (PDF). - Written responses to County and CMAR review comments (PDF).
401	MSS Procurement	<ul style="list-style-type: none"> - Three (3) hard copies (one signed / sealed) and one (1) electronic copy of the MSS Procurement documents (PDF). - Draft and final RFP (Word and PDF). - Draft and final MSS scope of supply (PDF). - MSS submittals' review comments (PDF).
402	60% Design Documents	<ul style="list-style-type: none"> - Three (3) 11" x 17" design drawings; three (3) copies of technical specifications; one (1) electronic copy of each (PDF). - Written responses to County and CMAR review comments (PDF).
403	90% Design Documents	<ul style="list-style-type: none"> - Three (3) 11" x 17" design drawings; three (3) copies of technical specifications; one (1) electronic copy of each (PDF). - Written responses to County and CMAR review comments (PDF).

Task	Activity	Deliverable
404	100% Design Documents	- Three (3) 11" x 17" design drawings; three (3) copies of technical specifications; one (1) electronic copy of technical specifications (PDF); one (1) electronic copy of design drawings (PDF and AutoCAD).
500	Permitting	Permit applications and supporting documentation (PDF).
601	Draft CMAR Pre-construction Contract Development	Written comments to draft CMAR Pre-Construction Phase Contract (electronic format) (PDF).
602	Cost Model and GMP Review and Validation	Written recommendation(s) to County regarding opinion of GMP(s) acceptance (electronic format) (PDF).
603	Early Procurement Activities	Early Procurement Design Document Packages (electronic format) (PDF).

D. Schedule

Consultant will proceed with the services identified herein immediately upon receipt of an executed copy of this Agreement from the County. The projected schedule for the performance of services described herein, in Gantt Chart format, is included as Attachment A-1. An updated electronic version of the Project schedule in Microsoft Project will be provided to the County within 10 working days from the execution of this Agreement. Delivery of the schedule may be in other electronic formats so long as they accurately portray the approved scope of services with sufficient detail subject to staff approval. Should additional time be required beyond the schedule depicted in Attachment A-1, the Consultant will provide an updated Attachment A-1 (schedule) to the Utilities and Procurement Divisions. Following staff approval, the updated Attachment A-1 will be forwarded by Utilities staff to Procurement staff for inclusion in the contract file with no further administration action required for extension.

E. Compensation

This Agreement establishes a not-to-exceed cost of \$3,249,568.00 Compensation for the services performed under this Agreement shall be on an hourly, not-to-exceed basis using the hourly rate schedule as set forth in Attachment A-2 and Exhibit "B", Fee Schedule. Other direct costs or expenses incurred in connection with this Agreement will not be invoiced as these expenses have been accounted for in the billing rate associated with Exhibit "B" referenced above. A summary of the estimated labor costs is provided in Attachment A-2 for reference only. Each invoice submittal shall include a tabular summary of the originally estimated labor costs by phase in accordance with Attachment A-2, fees invoiced to date, and the balance remaining per phase. The transfer of funds between defined phases is not permitted unless approved in advance in writing by the County's Utilities Director. To request consideration for such a transfer, the Consultant must submit satisfactory written justification to transfer unused funds from phases with completed tasks or tasks clearly tracking under budget to phases with tasks requiring additional funding. In addition, the transfer of funds shall not exceed the total authorized fee for the Project.

The not-to-exceed cost for this Agreement includes contingency funds in the amount of \$154,741.00. The contingency funds authorized for use on this Agreement may only be expended upon written approval from the County's Utilities Director. Adequate justification must be provided by the Consultant for the release of contingency funds. Any out-of-scope services performed requiring the release of contingency funds will be considered at risk and may not be compensated until, or if, written approval is granted by the County's Utilities Director.

The Consultant will minimally provide a consultant invoice summary with each invoice, based on a mutually agreed-upon breakdown of phases and tasks in Attachment A-2 that reflect the effort and deliverables submitted to the County. The summary will depict the overall phases, associated budgets, amounts invoiced to date, and balance remaining. Invoices for compensation submitted by the Consultant will include the reviewed and approved consultant invoice summary, an updated Project schedule, notarized affidavits (as applicable), and the monthly status report.

Invoices for not-to-exceed projects shall be accompanied by time and task records for all billable hours appearing on the invoice. Additional documentation may be requested by the County and, if so requested, shall be furnished by the Consultant to the County Auditor's satisfaction. In

addition, all invoices shall be submitted with the Agreement number, purchase order number, and the Polk County Utilities Project and Records Room numbers on the invoice.

The Consultant agrees that, in the event that design errors and / or omissions are discovered during construction, all services rendered by the Consultant to correct said design errors and / or omissions will be considered out-of-scope services and shall not be invoiced to the County.

F. County's Responsibilities

The County will provide the following information to the Consultant and / or perform the following services related to the Project:

- The County shall provide all previous reports, O&M documents, and other readily available information as requested.
- The County will provide all required information within the period established in the schedule contained in this Scope of Services. The schedule is based on timely receipt of data from the County.
- The County shall attend all meetings to maintain the progress of the project according to the schedule.
- The County shall review draft deliverables and provide comments to the consultant within a 21-day period.

G. Services Not Included

The following services are not included in the Scope of Services for the Project:

- Any design associated with addressing the potential EPA Reliability Criteria content (see Task 304).
- Preparation of 60% and 90% design baseline schedules (assumed to be completed by the CMAR).
- Preparation of 60%, 90%, and 100% design documents' construction cost estimates (assumed to be completed by the CMAR).
- No value engineering services or reviews are included within this scope of services.
- Construction administration, construction engineering inspection services, start-up and commissioning, and project closeout services.

- Evaluation of subsurface conditions in other areas of the site other than those described herein.
- Evaluation of sinkhole activity.
- Delineation or assessments of wetlands or surface waters.
- Preparation of a comprehensive wetland mitigation concept or plans.
- Threatened and endangered species investigation services.
- Sand skink coverboard survey for U.S. Fish and Wildlife Service.
- Condition assessments or asset management system updates.

H. Assumptions

The Scope of Services and compensation arrangement outlined in this Professional Services Agreement are based on the following assumptions:

- Meetings will be conducted at the County's office location in-person. At the County's request, meetings may be conducted using mutually compatible video conferencing software (e.g., Microsoft Teams).
- Consultant shall be entitled to use and reasonably rely upon information and services provided by the County or others in performing Consultant's services hereunder.
- The County will select MBR instead of deep bed filters, following the review of the TM prepared in Task 303.
- The County will choose a CMAR for the project procurement.
- The number of design package submittals is assumed to be:
 - One early procurement design package after 30% design submittal.
 - One early works package (structural, earthwork, piping and additional equipment) at the 60% design phase.
 - One major GMP at the 90% design phase.
- The proposed improvements associated with the Project are anticipated to be limited to upland areas with no impact to wetlands. Stormwater management area modifications to accommodate the Project are not anticipated to require ecological or geotechnical support services.
- Internal roadway improvements are limited to the immediate area of the new biosolids building and the new electrical building.

- The sanitary sewer connection to the new biosolids building will connect to the existing sanitary manhole located in the future oxidation ditch area, approximately 150' north of the new biosolids building.
- The potable water service connection to the new biosolids building will require a 1.5-inch line (or smaller). The potable water service line can be extended from an existing on-site potable water line within 300 feet of the biosolids building location.
- In providing opinions of cost, financial analyses, economic feasibility projections, schedules, and quantity and/or quality estimates for potential projects, Consultant has no control over cost or price of labor and material; unknown or latent conditions of existing equipment or structures that may affect operation and maintenance costs; competitive bidding procedures and market conditions; time or quality of performance of third parties; quality, type, management, or direction of operating personnel; the incoming water quality and/or quantity; the way County's plant(s) and/or associated processes are operated and/or maintained; and other economic and operational factors that may materially affect the ultimate project elements, including, but not limited to, cost or schedule. Therefore, Consultant makes no warranty that County's actual project costs, financial aspects, economic feasibility, schedules, and/or quantities or quality realized will not vary from Consultant's opinions, analyses, projections, or estimates and Consultant will not be liable to and/or indemnify County and/or any third party related to any inconsistencies between Consultant's projections and estimates and actual costs and/or quantities realized by County and/or any third party in the future, except to the extent such inconsistencies are caused by Consultant's negligent performance hereunder.
- The services to be performed by the Consultant are intended solely for the benefit of the County. No person or entity not a signatory to this Agreement shall be entitled to rely on Consultant's performance of its services hereunder, and no right to assert a claim against the Consultant by assignment of indemnity rights or otherwise shall accrue to a third party as a result of this Agreement or the performance of Consultant's services hereunder.

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ATTACHMENT A-1
NWRWWTF IMPROVEMENTS
PROJECTED SCHEDULE

Polk County Utilities - Improvements to the NWRWWTF/CMAR Delivery

ID	Task #	Task Name	Duration	Start	Finish	May	June	July	August	September	October	November	December	January	February	March	April	May	June	July	August	September	October	November
1			1 day	Mon 5/5/25	Mon 5/5/25																			
2	102	Kick-off Meeting	1 day	Tue 5/6/25	Tue 5/6/25																			
3	200	Field Services	40 days	Wed 5/7/25	Tue 7/1/25																			
4	300	Draft TM	80 days	Wed 5/7/25	Tue 8/26/25																			
5	300	PDR-Draft	120 days	Wed 5/7/25	Tue 10/21/25																			
6	300	Submit Draft PDR to PCU	1 day	Wed 10/22/25	Wed 10/22/25																			
7	300	PCU Review Period	15 days	Thu 10/23/25	Wed 11/12/25																			
8	300	Review Workshop	1 day	Thu 11/13/25	Thu 11/13/25																			
9	307	Submit Final Report to PCU	15 days	Fri 11/14/25	Thu 12/4/25																			
10	300	Submit Modification Request to FDEP	5 days	Fri 12/5/25	Thu 12/11/25																			
11	402	60% Plans Submittal	55 days	Fri 11/14/25	Thu 1/29/26																			
12	402	PCU Review Period	15 days	Fri 1/30/26	Thu 2/19/26																			
13	402	Review Workshop	1 day	Fri 2/20/26	Fri 2/20/26																			
14	500	ERP Application Process - FDEP	40 days	Fri 2/20/26	Thu 4/16/26																			
15	602	Assist County with GMP for Long Lead Items	20 days	Fri 1/30/26	Thu 2/26/26																			
16	604	Explore VE Opportunities with CMAR	15 days	Fri 1/30/26	Thu 2/19/26																			
17	403	90% Plans Submittal	50 days	Mon 2/23/26	Fri 5/1/26																			
18	403	PCU/CMAR Review Period	20 days	Mon 5/4/26	Fri 5/29/26																			
19	403	Review Workshop	1 day	Mon 6/1/26	Mon 6/1/26																			
20	503	Building Permit Review	20 days	Tue 6/2/26	Mon 6/29/26																			
21	602	CMAR Submits Initial GMP	10 days	Mon 6/1/26	Fri 6/12/26																			
22	404	100% Plans Submittal	35 days	Tue 6/30/26	Mon 8/17/26																			
23	604	Receive PCU/CMAR Comments on 100%	10 days	Tue 8/18/26	Mon 8/31/26																			
24	600	Prepare Bidding Set of Documents (plans & specs)	15 days	Tue 9/1/26	Mon 9/21/26																			
25	600	Respond to Bidder's Questions	20 days	Tue 9/22/26	Mon 10/19/26																			
26	600	Open Bid Packages for Final GMP	5 days	Tue 10/20/26	Mon 10/26/26																			
27	600	CMAR offers final GMP, Finalize Contract with CMAR	5 days	Tue 10/27/26	Mon 11/2/26																			

ATTACHMENT A-2
NWRWWTF IMPROVEMENTS
ESTIMATED LABOR COSTS

**POLK COUNTY UTILITIES
PROFESSIONAL ENGINEERING SERVICES FOR DETAILED DESIGN
NRRWWTF IMPROVEMENTS
April 10, 2025
Fee Proposal (MBR, CMAR)**

Tasks	Task and Sub-Task Description											Total Labor Hours	Total Labor Cost	Other Direct Costs (ODCs)	SUBCONSULTANTS (at cost)										TOTAL PROJECT COSTS
		Senior Professional	Lead Professional	Project Professional	Professional	Assistant Professional	Senior Technician	Lead Technician	Technician	Admin / Doc. Processing	Bobes Associates Consulting Engineers, Inc.				CivilSury Design Group Inc.	ECHO Utility Engineering & Survey	Electrical Design Associates	Madrid CPWG	Patel, Greene and Associates	Pickett & Associates, LLC	PMA Consultants	The Lunz Group			
		\$ 315.00	\$ 240.00	\$ 199.00	\$ 161.00	\$ 144.00	\$ 202.00	\$ 170.00	\$ 118.00	\$ 120.00															
100	PROJECT MANAGEMENT	545	84	276	8	16	0	0	0	22	951	\$ 252,991	\$ -	\$ -	\$ 18,620.00	\$ -	\$ 12,411.42	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 284,022
101	Project Management and Quality Assurance / Control	441	76	224	0	0	0	0	0	12	753	\$203,171	\$0		\$ 13,100.00		\$ 5,692.14								\$221,963
102	Kick-off Meeting and Review Meetings	104	8	52	8	16	0	0	0	10	198	\$49,820	\$0		\$ 5,520.00		\$ 6,719.28								\$62,059
200	SUPPORT SERVICES	16	0	36	48	0	8	32	0	0	140	\$ 26,988	\$ -	\$ -	\$ -	\$25,485.00	\$ -	\$26,137.50	\$ 7,408.00	\$13,480.00	\$ -	\$ -	\$ -	\$ 99,499	
201	Subsurface Utility Engineering	4	0	8	16	0	4	16	0	0	48	\$8,956	\$0			\$25,485.00									\$34,441
202	Land Surveying Services	4	0	12	16	0	4	16	0	0	52	\$9,752	\$0							\$13,480.00					\$23,232
203	Geotechnical Engineering Services	4	0	8	16	0	0	0	0	0	28	\$5,428	\$0					\$26,137.50							\$31,566
204	Ecological Support Services	4	0	8	0	0	0	0	0	0	12	\$2,852	\$0							\$ 7,408.00					\$10,260
300	PRELIMINARY DESIGN	290	64	266	164	288	18	24	40	40	1,194	\$ 244,756	\$ -	\$ 8,292.95	\$ 32,520.00	\$ -	\$ 78,016.84	\$ -	\$ -	\$ -	\$108,800.00	\$ 15,500.00	\$ -	\$ -	\$ 487,886
301	Data Collection / Site Visits	28	8	36	12	24	0	0	0	8	116	\$24,252	\$0		\$ 6,440.00		\$ 6,366.73								\$37,059
302	Evaluate Dewatering Process Alternatives	20	16	58	0	72	4	8	16	4	198	\$36,586	\$0				\$ 5,991.70						\$ 1,250.00		\$43,828
303	Compare Deep Bed Filters and MBR	64	8	28	40	20	4	8	16	4	192	\$41,508	\$0				\$ 2,764.97				\$ 32,000.00	\$ 1,750.00			\$78,023
304	Site Electrical Assessment	8	0	0	0	0	0	0	0	0	8	\$2,520	\$0				\$ 13,349.14					\$ 1,000.00			\$16,869
305	Assistance with Procuring CMAR Services	44	0	48	48	40	0	0	0	8	188	\$37,860	\$0				\$ 6,919.94								\$44,780
306	Major Equipment Selection	40	8	48	32	40	0	0	0	0	168	\$34,984	\$0				\$ 11,132.66								\$46,117
307	Preliminary Design Report	86	24	48	32	92	10	8	8	16	324	\$67,046	\$0	\$ 8,292.95	\$ 26,080.00		\$ 31,491.70				\$ 76,800.00	\$ 11,500.00			\$221,211
400	FINAL DESIGN	538	570	686	440	2,028	982	1,630	560	240	7,674	\$ 1,376,000	\$ -	\$ 23,452.98	\$107,935.00	\$ -	\$225,271.04	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 85,700.00	\$ -	\$ 1,818,359
401	Membrane System Supplier (MSS) Procurement	130	0	40	160	212	54	350	100	40	1,086	\$192,206	\$0				\$ 31,238.82								\$223,445
402	60% Design Documents	160	180	259	100	521	348	450	180	80	2,278	\$413,901	\$0	\$ 9,073.56	\$ 40,135.00		\$105,186.62						\$ 37,050.00		\$605,346
403	90% Design Submittal Package for the CMAR Review and Pricing	136	250	259	100	761	348	450	180	80	2,564	\$457,701	\$0	\$ 8,971.83	\$ 40,810.00		\$ 70,217.60						\$ 38,920.00		\$616,620
404	100% Design Documents	68	100	124	80	334	142	160	100	40	1,148	\$203,556	\$0	\$ 5,407.59	\$ 26,990.00		\$ 18,628.00						\$ 9,730.00		\$264,312
405	SCADA Equipment Upgrade	44	40	4	0	200	90	220	0	0	598	\$108,636	\$0												\$108,636
500	PERMITTING SERVICES	22	0	126	154	10	0	0	0	0	312	\$ 58,238	\$ -	\$ 1,744.80	\$ 20,360.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,343
501	FDEP Wastewater Facility Permit	10	0	50	70	10	0	0	0	0	140	\$25,810	\$0												\$25,810
502	FDEP Environmental Resource Permit	4	0	28	24	0	0	0	0	0	56	\$10,696	\$0		\$ 10,180.00										\$20,876
503	Polk County Permits	8	0	48	60	0	0	0	0	0	116	\$21,732	\$0	\$ 1,744.80	\$ 10,180.00										\$33,657
600	CMAR COORDINATION	196	52	440	32	144	44	104	80	44	1,136	\$ 228,956	\$ -	\$ 910.40	\$ 17,220	\$ -	\$ 73,632.11	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000	\$ -	\$ 324,719
601	Draft CMAR Pre-construction Contract Development	74	0	120	0	0	0	0	0	0	194	\$47,190	\$0		\$ 2,340.00		\$ 1,810.65								\$51,341
602	Cost Model and GMP Review and Validation	34	4	88	0	8	0	0	0	4	138	\$30,814	\$0		\$ 4,180.00		\$ 10,209.14								\$45,203
603	Early Procurement Activities	30	24	88	16	64	16	40	32	16	326	\$60,242	\$0	\$ 910.40	\$ 4,180.00		\$ 26,039.88					\$ 4,000.00			\$95,372
604	General CMAR Coordination	58	24	144	16	72	28	64	48	24	478	\$90,710	\$0		\$ 6,520.00		\$ 35,572.44								\$132,802
TOTAL PROJECT COSTS		1,607	770	1,830	846	2,486	1,052	1,790	680	346	11,407	\$ 2,187,929	\$ -	\$ 34,401.13	\$196,655.00	\$25,485.00	\$389,331.41	\$26,137.50	\$ 7,408.00	\$13,480.00	\$108,800.00	\$105,200.00	\$ -	\$ -	\$ 3,094,827
ADDITIONAL																									
	General Contingency (5%)																								\$154,741
TOTAL COST WITH CONTINGENCY																									\$ 3,249,568

ATTACHMENT A
NWRWWTF IMPROVEMENTS
SUBCONSULTANTS' PROPOSALS

- Attachment A-3: ECHO Utility Engineering and Survey, Inc – Subsurface Utility Engineering
- Attachment A-4: Pickett & Associates, LLC – Land Surveying Services
- Attachment A-5: Madrid CPGP – Geotechnical Services
- Attachment A-6: Patel, Greene & Associates, LLC – Ecological Support Services
- Attachment A-7: Bobes Associates Consulting Engineers, Inc. – Building Services Design (HVAC, Plumbing, Fire Protection)
- Attachment A-8: CivilSurv Design Group Inc. – Site Civil and Yard Piping Engineering Design Services
- Attachment A-9: The Lunz Group – Architectural Design Services
- Attachment A-10: Electrical Design Associates – Electrical Engineering Design Services
- Attachment A-11: PMA Consultants – Scheduling / Cost Estimating Services

November 21, 2024

Amanda Bauner, PE, ENV SP
Client Service Manager | Vice President
Carollo Engineers
200 East Robinson Street #1400
Orlando, FL 32801
abauner@carollo.com

PROPOSAL FOR SUBSURFACE UTILITY INVESTIGATION SERVICES

Project: Northwest Regional Wastewater Treatment (NWRWWTF) Expansion Project, Polk County

Dear Ms. Bauner:

At ECHO UES, Inc. (ECHO), we value your consideration and appreciate the opportunity to provide a technical proposal for our professional services. This technical proposal, which includes our proposed fee and schedule, details the approach we consider most suitable for this project.

Project Synopsis: Based on the information made available to ECHO, we understand the project will consist of design services for the expansion of the NWRWWTF. ECHO's professional services were requested to provide subsurface utility investigation services as further described below.

Subsurface Utility Investigation Services

Using a combination of field investigative techniques and technology, including surface geophysical instruments and vacuum excavation if needed, ECHO will perform the following services within the blue/cyan areas on the attached exhibit.

1. **Identification and marking of existing utilities.** Utilities within the vicinity of the test holes performed will be investigated to identify their position. The results will be marked on the ground surface using the most appropriate method (i.e., pin flags, paint, etc.) and will show the approximate position of the identified utilities.
2. **Verification of utility location and characteristics.** ECHO will attempt to expose utilities via minimally intrusive methods (e.g., use of vacuum excavation) to confirm their characteristics (e.g., type, size, material, direction, configuration) and provide

an accurate location with up to 20 test holes at specific areas as determined by Carollo. At completion of each excavation (test hole) ECHO will record all verifiable utility information, mark the utility location with the most appropriate method (e.g., wooden lathes, "X" mark on concrete, disc and nail on asphalt) and restore the field to as close as possible to its original conditions.

Utility Survey

1. Set or recover horizontal and vertical control throughout the project limits for the purpose of collecting the subsurface utility engineering information.
2. Collect the utility information found in the steps noted above.
3. All survey efforts will be conducted in accordance with the Standards of Practice set forth in Rule Chapter 5J-17, F.A.C., pursuant to Section 472.027, F.S.

Deliverables:

4. Images and a sketch (not to scale unless otherwise stated) based on the project plans or publicly available aerial imagery.
5. Test hole data sheets containing all the information obtained via test holes and visual verification (Verified Vertical and Horizontal (VVH) test holes).
6. One (1) electronic copy in AutoCAD format accompanied by a certified PDF of the survey report.

Proposed Schedule: Draft deliverables will be provided within 30 days of the request for test holes.

Notes and Limitations:

1. The client shall facilitate access to the site and provide any relevant project information.
2. The site must be clear of obstacles impeding access to any portion of the project limits.
3. Standard work hours are from 7:00 am to 4:00 pm, Monday through Friday; additional charges may occur (following discussion with the Client) in the case of weekend or nighttime work.
4. ECHO will not work on any site contaminated with any hazardous or harmful substance.
5. Any permit or fee requested to perform the work complying with any stakeholder's requirement will be submitted to the Client with a 5% administrative markup.
6. FDOT Design Standards (Index 600 Series) will be utilized for the Maintenance of Traffic (MOT). Should the site require modification to the Index 600 for non-standard MOT arrangements, ECHO will seek the Client's concurrence to obtain signed and sealed project's specific MOT plans (to be provided by others).
7. Any cost associated with signed and sealed MOT plans will be submitted to the Client with a 5% administrative markup.
8. Unless otherwise stated within this proposal, test holes have a usual depth of up to eight (8) ft. from the ground surface and a diameter of up to 1 ft. Should there be a need for deeper or wider excavations, additional charges may apply.
9. The original ground surface at each test hole location will be restored to as close as possible to its original conditions, using concrete mix or asphalt cold patch as applicable. Any deviation from this standard (e.g., use of hot asphalt, flowable fill etc.) may require additional charges and the use of specialty subcontractors.

10. Regardless of the type of estimate proposed (e.g., lump sum, time and materials, etc.) such an estimate should be considered indicative and based on preliminary information. Should any situation out of ECHO's control heavily impact ECHO's field work performance (e.g., adverse site conditions), ECHO reserves the right to seek additional funds to complete the work.
11. The exact location of any underground utility is not guaranteed unless clearly exposed and visually verified at a specific location. Utility characteristics, methods of installation, soil conditions and the surrounding environment all may impact adversely the results of any utility investigation with surface geophysical instruments and technology. No guarantee is made that all utilities will be found and identified.
12. Independently from ECHO's scope of work and performance, the Client shall comply with the relative chapter from the Florida (or any other applicable) Statutes: "Underground Facility Damage Prevention and Safety Act" and call 811 prior to any excavation taking place.
13. Subsurface Utility Engineering, Designating and Locating terms all refer to the American Society of Civil Engineers/Construction Institute Standard for the Collection and Depiction of Subsurface Utility Data (ASCE/CI 38-02). Should ECHO adopt this standard for the performance of the scope of work and preparation of deliverables, clear mention to the Standard shall be made throughout the deliverable.

Fee: ECHO's competitive offer, which is inclusive of all field, office, materials, supplies, and equipment costs is detailed below.

Subsurface Utility Investigation = \$25,485.00 (Lump Sum)

This estimate includes time to complete up to 20 test holes. Additional test holes exceeding 20 can be completed for \$825.00 per test hole with a minimum of 5 test holes per mobilization (includes survey and updating the electronic survey file).

Acceptance: We will honor this proposal for 60 days. If accepted, please return to our attention together with a professional services agreement / task work order authorization and official Notice to Proceed.

At ECHO UES, Inc. we believe in collaboration and communication with our clients and are driven to understand their needs and provide time-effective and cost-effective solutions. Thank you for considering ECHO for this important project and please do not hesitate to contact me directly should you have any questions or concerns.

Sincerely,

ECHO UES, Inc.



Jerry Comellas, Jr., PE
President



December 10, 2024

Amanda Bauner, PE, ENV SP (she/her/hers)
Client Service Manager | Vice President
Carollo Engineers
200 East Robinson Street #1400 / Orlando, FL 32801
D 407-377-2652 / M 813-460-8257
abauner@carollo.com / carollo.com

RE: Polk Co. NWRWWTF PA#24-000-3204

Dear Amanda Bauner:

This is in response to your request for a proposal from Pickett & Associates, LLC (Pickett) to provide professional surveying and mapping services in connection with the above referenced project. For the purposes of this agreement, Carollo Engineers will be referred to as the CLIENT. The area of concern is shown in Exhibit A.

Our scope of services are as follows:

- Prepare a topographic survey of the area of concern. Data to be mapped will include above-ground improvements and above ground evidence of underground utilities.
- Collect spot elevations on a 50-foot grid.
- Locate marks provided by our SUE subcontractor. See scope for SUE work below.
- Locate up to 20 Test Holes and up to 8 SPT sites. The vacuum excavation and penetration testing will be performed by a third party and is not part of this scope or fee.

Deliverables will include certified digital products and CAD files. Product delivery will occur on or before 4 weeks from notice to proceed.

We propose to provide the above services for a lump sum fee of **\$13,480.00**. Additional services, if requested, will be provided on a time plus expenses basis. Billing will be based on Pickett’s current Hourly Rate Schedule is attached hereto as Attachment “A”.

As a condition of this Agreement, CLIENT agrees to accept Pickett’s “Terms and Conditions of Agreement” attached hereto as Attachment “B” and made part of this agreement.

Receipt of a signed copy of this agreement will serve as our notice to proceed.

Sincerely,

PICKETT AND ASSOCIATES, LLC

CLIENT

By _____

By _____

Printed Name Gregory A. Prather, PSM

Printed Name _____

Title Vice President

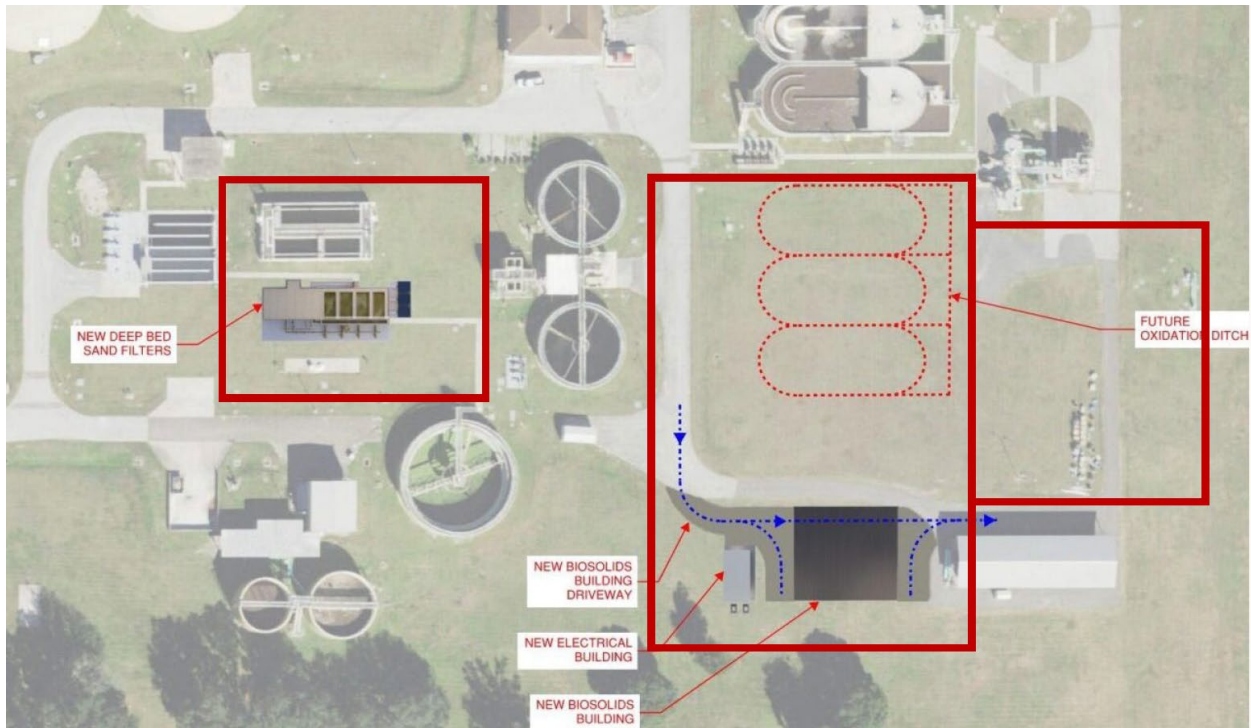
Title _____

Date December 10, 2024

Date _____



EXHIBIT "A"



ATTACHMENT “A”

HOURLY RATE SCHEDULE

CATEGORY	HOURLY RATE
Principal Surveyor/Mapper	\$230.00
Senior Surveyor/Mapper	\$175.00
Professional Surveyor/Mapper	\$155.00
LiDAR Manager	\$155.00
Senior LiDAR Analyst	\$135.00
LiDAR Analyst	\$115.00
Survey Project Manager	\$130.00
LiDAR Technician	\$105.00
Senior Survey CADD Technician	\$125.00
Survey Technician	\$105.00
GIS Technician	\$105.00
Photogrammetry Compiler	\$115.00
Photogrammetry Editor	\$90.00
Aircraft crew (pilot & sensor operator)	\$300.00
Survey Crew (4 Man with Equipment & Vehicle)	\$245.00
Survey Crew (3 Man with Equipment & Vehicle)	\$210.00
Survey Crew (2 Man with Equipment & Vehicle)	\$155.00
Survey Crew (1 Man with Equipment & Vehicle)	\$115.00
Clerical	\$75.00
SPECIALIZED EQUIPMENT	DAILY OR HOURLY RATES
Argo	\$575.00 per day
Airboat	\$575.00 per day
4 Wheel Drive ATV/Jeep/Buggy	\$380.00 per day
Single Beam Hydrographic Sounder & Computer	\$380.00 per day
Multi Beam Hydrographic Sounder & Computer	\$1,155.00 per day
Boat & Motor	\$460.00 per day
RTK/RTN GPS (1 rover)	\$58.00 per hour
Static GPS (per unit)	\$32.00 per hour
Terrestrial Scanner	\$575.00 per day
Drone and Pilot – US-made Skyfish M4 w/RTK and Sony A7RV 61MP camera	\$3,800.00 per day
Drone and Pilot – DJI Phantom 4 Pro w/RTK and 20MP camera	\$1,750.00 per day
Aircraft w/LiDAR Sensor and Digital Camera	\$2,900.00 per hour



ATTACHMENT "B"

PICKETT AND ASSOCIATES, LLC
TERMS AND CONDITIONS OF
AGREEMENT

This engagement of Pickett and Associates, LLC, (Pickett), by CLIENT is under the following terms and conditions and is an integral part of the accepted Proposal between CLIENT and Pickett and Associates, Inc.

1. The fee estimate for the proposed scope of services is valid for 30 days from the date of the proposal.
2. Payment to Pickett is the sole responsibility of the signatory of this Agreement and is not subject to third party agreements.
3. All schedules set forth in the attached scope of services commence upon receipt of a signed Agreement and, if requested, a retainer. All retainer amounts will be applied to the last invoice.
4. Requests for additional services must be authorized in writing before additional work can begin. Any fee adjustment required will be established at that time.
5. Invoices will be rendered biweekly and become due upon receipt. Any invoice outstanding for more than 30 days after date of invoice will be subject to a finance charge of 1-1/2 percent per month. Invoices will be rendered on a Pickett standard form. Special formats requested by the CLIENT may require additional compensation.
6. Pickett shall be entitled to collect its costs and reasonable attorney's fees incurred in the collection of any amounts due it hereunder including all costs and reasonable attorney's fees incurred in any litigation resulting from the collection or enforcement of any of the terms of this contract.
7. Invoice payments must be kept current for work to continue. If the CLIENT fails to pay any invoice due to Pickett within 45 days of the date of invoice, Pickett may, without waiving any other claim or right against CLIENT, suspend services under this Agreement until Pickett has been paid in full all amounts due Pickett and/or any of its consultants and subcontractors. All payments due Pickett under this contract are to be made at Pickett's business located at 5010 W Nassau Street, Tampa FL 33607. Except as Pickett elects otherwise, venue for any proceedings brought under the terms of this contract will be in Polk County, Florida.
8. Pickett agrees to carry the following insurance during the term of this Agreement: workmen's compensation, general liability, professional liability and comprehensive automobile liability. Certificates of insurance will be furnished upon request. If the CLIENT requires insurance coverage or limits in excess of Pickett normal policies, and it is available, CLIENT agrees to reimburse Pickett for such additional expense.



9. Damages are solely economic in nature and the damages do not extend to personal injuries or property not subject to this contract. AN INDIVIDUAL EMPLOYEE OR AGENT MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.
10. The CLIENT shall, at all times, indemnify and save harmless Pickett and its officers, agents, and employees on account of any claims, damages, losses, litigation, expenses, counsel fees, and compensation arising out of any claims, damages personal injuries, property losses and/or economic damages sustained by or alleged to have been sustained by any person or entity, and caused in whole or in part by the acts, omissions or negligence of the CLIENT, its agents, employees, or subcontractors in connection with the project.
11. For any damage on account of any error, omission or other professional negligence, Pickett liability will be limited to a sum not to exceed \$50,000 or the fee received under this Agreement, less third-party costs, whichever is greater.
12. Pickett shall not be responsible for failure to perform or for delays in the performance of work, which arises out of causes beyond the control and without the fault or negligence of Pickett.
13. All documents including drawings, digital files and specifications prepared by Pickett pursuant to this Agreement are instruments of service in respect to the project. They are not intended or represented to be suitable for reuse by the CLIENT on extensions of the project or on any other project. Any reuse without written verification or adaptation by Pickett for the specific purpose intended will be at the CLIENT's sole risk and without liability or legal exposure to Pickett; and the CLIENT, or whoever shall reuse said documents, shall indemnify and hold harmless Pickett from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting there from. Any such verification or adaptation will entitle Pickett to additional compensation at rates to be agreed upon by Pickett and the person or entity seeking to reuse said documents.
14. In entering into this Agreement, CLIENT has relied only upon the warranties or representation (a) set forth in this Agreement; or (b) implied in law. No oral warranties, representations or statements shall be considered a part of this Agreement or a basis upon which the CLIENT relied in entering into this Agreement. No statements, representations, warranties, or understandings, unless contained herein, exist between CLIENT and Pickett.
15. In the event that any survey staking is destroyed by acts of nature or parties other than Pickett, the cost of re-staking shall be considered as additional services and will be provided upon authorization by the CLIENT.
16. In the event all or any portion of the work prepared or partially prepared by Pickett is suspended, abandoned, or terminated, the CLIENT shall pay Pickett all fees, charges, and services provided for the project, not to exceed any contract limit specified herein.
17. CLIENT is responsible for any and all taxes that may be associated with the work, including, but not limited to, municipal, state, territorial and federal taxes.



18. Pickett's services under this agreement do not include participation in any litigation. Pickett agrees to serve as an expert witness provided that a separate contract is negotiated and agreed upon.
19. This Agreement will remain in effect until completion and acceptance of the final product by the Client.
20. Pickett shall not be considered an employee of the Client but shall occupy the status of an independent contractor. The relationship between the parties shall be limited to the performance of Services as set forth in this Agreement and shall not constitute a joint venture or a partnership or an employer-employee relationship. Neither party may obligate the other to any expense or liability outside of this Agreement except upon written consent of the other.
21. Should any provision, portion or application of this Agreement be determined by a court of competent jurisdiction to be illegal, unenforceable or in conflict with any applicable law, shall be deemed stricken, and all the remaining provisions, portions or application shall continue to be valid and binding upon Pickett and the Client.
22. Interpretations and enforcement of this Agreement shall be governed by the laws of the State of Florida.
23. This Agreement embodies the entire agreement and understanding between the parties hereto, and there are no other agreements and understandings, oral or written, with reference to the subject matter hereof that are not merged herein and superseded hereby. No alteration change or modification of the terms of the Agreement shall be valid unless made in writing signed by both parties hereto.





November 12, 2024

Ms. Amanda Bauner, P.E.

Carollo

200 East Robinson Street, Suite 1400
Orlando, Florida 32801

Re: Proposal for Geotechnical Engineering Services
Northwest Regional Wastewater Treatment Facility (NWRWWTF)
Improvements
Lakeland, Polk County, Florida
Madrid Proposal No. 15728

Dear Ms. Bauner,

Madrid Engineering Group, Inc., dba Madrid CPWG, (Madrid) has been requested to provide an estimate for a geotechnical exploration and evaluation for the proposed development to be constructed in Lakeland, Polk County, Florida. The purpose of the exploration is to collect subsurface soil information in order to provide data and geotechnical recommendations for the proposed design and construction. A final report with a summary of the exploration including a discussion of subsurface conditions, boring profiles, laboratory test results, and geotechnical evaluation with general geotechnical recommendations will be provided.

Project Understanding

Based on information provided by the Client, Madrid understands that the proposed improvements will consist of the construction of a new oxidation ditch structure, deep bed sand filters structure, biosolids and electrical buildings with associated driveways.

Based on our review of the provided information, apparently, proposed boring locations are readily accessible to our equipment. We will advise you of the need for difficult access time for providing access to the proposed boring locations, should it prove necessary, prior to incurring any additional expense.

811 Sunshine One Call does not mark utilities on private property or the locations of non-member and privately-owned utilities; therefore, we have included a moderate fee to subcontract a private utility locator to mark near surface utilities at the boring locations.

AT THE READY

2030 State Road 60 East, Bartow, FL 33830
P: 863.533.9007

Athletic Complex Design

Commercial Development

Construction Engineering and Inspection (CEI)

Construction Management

Environmental Services and Water Resources

Geotechnical Engineering

Landscape Architecture

Land Development

Materials Testing

Municipal Services

Parks and Recreation

Pavement Management

Planning

Power Services

Roadway Design

Stormwater Services

Sinkhole Services

Structural Engineering

Surveying and Mapping

Transportation Utilities



Should the above information or assumptions be inconsistent with planned construction, the Client should contact the Madrid office and allow necessary modifications to be made to the proposal.

Scope of Services:

The geotechnical engineering scope of services will include the following items.

- Field exploration, consisting of drilling, testing, and sampling of the subsurface materials and observation of current groundwater levels while drilling.
- Laboratory testing of recovered samples of the subsurface materials.
- Providing geotechnical recommendations in written report format.

Field Exploration

Based on the provided information, we propose to perform the following services:

- Site reconnaissance and stake borings.
- GPR utility locates.
- Mobilization to the site.
- Six (6) 60-foot-deep Standard Penetration Test (SPT) borings within the proposed oxidation ditch structure footprint.
- Four (4) 40-foot-deep SPT borings within the proposed deep bed sand filters structure footprint.
- Three (3) 20-foot-deep SPT borings within the proposed biosolids and electrical building footprints.
- Two (2) 10-foot-deep SPT borings along the proposed driveway alignments.
- One (1) 15-foot-deep SPT boring and one (1) Double Ring Infiltrometer (DRI) test at the Client designated location.

Engineering Analyses and Report

The results of the field exploration and laboratory testing will be used in engineering analysis and in the formulation of the recommendations. The results of the subsurface exploration, including the recommendations and the data on which they are based, will be presented in a written geotechnical report. The geotechnical report will include the following items:

- A description of the site, fieldwork, laboratory testing, and general soil conditions encountered, together with a Boring Location Plan, and individual Test Boring Records.
- Measured apparent and estimated seasonal high groundwater levels at boring locations.
- Site preparation considerations that include geotechnical discussions regarding site stripping and subgrade preparation, and engineered fill/backfill placement.
- Foundation system recommendations for the proposed structures, as appropriate based on the borings results.
- Slabs-on-grade construction considerations based on the subsurface exploration findings.



- Recommended minimum pavement sections based on provided or assumed traffic loading, and soil types collected from the test borings.
- DRI test results to aid the pond design by others.
- General trench stability and bedding recommendations.
- Suitability of on-site soils for re-use as structural fill and backfill. Additionally, criteria for placement/compaction suitable fill materials will be provided.
- A pdf version of the geotechnical report will be prepared and submitted by email to the Client and design team. If requested by the Client, additional hard copies can be provided. The geotechnical report will be reviewed, signed, and sealed by a registered Professional Engineer in the State of Florida.

Services Not Included in Scope of Work

- Survey of boring locations by Madrid (stakes may be left at boring locations for later survey if desired).
- Delineation of any deleterious materials encountered.
- Construction Documents and Specifications.
- Design/engineering services other than those described herein.
- Evaluation of subsurface conditions in other areas of the site other than those described herein.
- Construction monitoring (QA/QC) or materials testing (CMT).
- Evaluation of sinkhole activity.



Fee & Schedule

TASK 1: FIELD SERVICES

	QUANTITY	RATE	UNIT	COST
SITE RECON/STAKE BORINGS (FIELD TECH)	1	\$ 460.00	/LS	\$ 460.00
GPR UTILITY LOCATE	1	\$ 2,500.00	/LS	\$ 2,500.00
DRILL RIG MOBILIZATION	1	\$ 650.00	/LS	\$ 650.00
SPT BORINGS (0-50')	555	\$ 16.00	/LF	\$ 8,880.00
SPT BORINGS (50'-100')	60	\$ 18.00	/LF	\$ 1,080.00
BOREHOLE GROUT/BACKFILL (0-50')	555	\$ 6.50	/LF	\$ 3,607.50
BOREHOLE GROUT/BACKFILL (50'-100')	60	\$ 8.50	/LF	\$ 510.00
DRI TEST	1	\$ 650.00	/EA	\$ 650.00
			Proposed Budget for Field Services	\$ 18,337.50

TASK 2: LABORATORY TESTING OF SOILS

VISUAL CLASSIFICATION/ BORING LOGS	8	\$ 110.00	/HR	\$ 880.00
ORGANIC CONTENT	5	\$ 48.00	/EA	\$ 240.00
MINUS 200 SIEVE PERCENT	35	\$ 50.00	/EA	\$ 1,750.00
MOISTURE CONTENT	35	\$ 18.00	/EA	\$ 630.00
			Proposed Budget for Laboratory Testing	\$ 3,500.00

TASK 3: PROFESSIONAL SERVICES AND REPORT

LUMP SUM	1	\$ 4,300.00	/LS	\$ 4,300.00
			Proposed Budget for Professional Services	\$ 4,300.00
TOTAL PROPOSED BUDGET				\$ 26,137.50

Borings will be located by handheld GPS; however, it is recommended that borings be staked by a registered surveyor prior to beginning the work. This proposal is valid for 90 days from the date estimated. Project will be billed Lump Sum by task, based on the scope provided. We anticipate beginning the field work approximately 2 to 3 weeks after receiving the authorization to proceed and field services will take approximately 7 days to complete. The final report summarizing our findings will be complete approximately 2 to 3 weeks following completion of the fieldwork. No additional work shall be completed without the client's prior approval. Should any additional work be required (such as additional drilling depth or delineation of deleterious materials based on findings), it will be billed at our standard unit rates.

Please refer to Madrid project number 15728 on all correspondence. If this proposal meets your approval, please sign in the space provided for Authorization to Proceed or provide a Purchase/Task Order and email a copy to our office. Should you have any questions or comments, please feel free to contact us.



Madrid Engineering Group, Inc.

Andre Kniazeff, P.E.
Geotechnical Engineering Division Leader

AUTHORIZATION TO PROCEED

Signature

Date



Madrid CPWG STANDARD PROVISIONS

(1) **Consultant's Scope of Services and Additional Services.** The Consultant's undertaking to perform professional services extends only to the services specifically described in this Agreement. However, if requested by the Client and agreed to by the Consultant, the Consultant will perform additional services ("Additional Services"), and such Additional Services shall be governed by these provisions. Unless otherwise agreed to in writing, the Client shall pay the Consultant for the performance of any Additional Services an amount based upon the Consultant's then-current hourly rates plus an amount to cover certain direct expenses including in-house duplicating, local mileage, telephone calls, postage, and word processing. Other direct expenses will be billed at 1.15 times cost. Technical use of computers for design, analysis, GIS, and graphics, etc., will be billed at \$25.00 per hour.

(2) **Client's Responsibilities.** In addition to other responsibilities described herein or imposed by law, the Client shall:

- (a) Designate in writing a person to act as its representative with respect to this Agreement, such person having complete authority to transmit instructions, receive information, and make or interpret the Client's decisions.
- (b) Provide all information and criteria as to the Client's requirements, objectives, and expectations for the project including all numerical criteria that are to be met and all standards of development, design, or construction.
- (c) Provide to the Consultant all previous studies, plans, or other documents pertaining to the project and all new data reasonably necessary in the Consultant's opinion, such as site survey and engineering data, environmental impact assessments or statements, zoning or other land use regulations, etc., upon all of which the Consultant may rely.
- (d) Arrange for access to the site and other private or public property as required for the Consultant to provide its services.
- (e) Review all documents or oral reports presented by the Consultant and render in writing decisions pertaining thereto within a reasonable time so as not to delay the services of the Consultant.
- (f) Furnish approvals and permits from governmental authorities having jurisdiction over the project and approvals and consents from other parties as may be necessary for completion of the Consultant's services.
- (g) Cause to be provided such independent accounting, legal, insurance, cost estimating and overall feasibility services as the Client may require or the Consultant may reasonably request in furtherance of the project development.
- (h) Give prompt written notice to the Consultant whenever the Client becomes aware of any development that affects the scope and timing of the Consultant's services or any defect or noncompliance in any aspect of the project. (i) Bear all costs incident to the responsibilities of the Client.

(3) **Period of Services.** Unless otherwise stated herein, the Consultant will begin work timely after receipt of an executed copy of this Agreement and will complete the services in a reasonable time. This Agreement is made in anticipation of conditions permitting continuous and orderly progress through completion of the services. Times for performance shall be extended as necessary for delays or suspensions due to circumstances that the Consultant does not control. If such delay or suspension extends for more than six months (cumulatively), Consultant's compensation shall be renegotiated.

(4) **Method of Payment.** Compensation shall be paid to the Consultant in accordance with the following provisions:

- (a) Invoices will be submitted periodically, via regular mail or email, for services performed and expenses incurred. Payment of each invoice will be due within 25 days of receipt. The Client shall also pay any applicable sales tax. All retainers will be held by the Consultant for the duration of the project and applied against the final invoice. Interest will be added to accounts not paid within 25 days at the maximum rate allowed by law. If the Client fails to make any payment due the Consultant under this or any other agreement within 30 days after the Consultant's transmittal of its invoice, the Consultant may, after giving notice to the Client, suspend services until all amounts due are paid in full.
- (b) If the Client objects to an invoice, it must advise the Consultant in writing giving its reasons within 14 days of receipt of the invoice or the Client's objections will be waived, and the invoice shall conclusively be deemed due and owing.
- (c) The Client agrees that the payment to the Consultant is not subject to any contingency or condition. The Consultant may negotiate payment of any check tendered by the Client, even if the words "in full satisfaction" or words intended to have similar effect appear on the check without such negotiation being an accord and satisfaction of any disputed debt and without prejudicing any right of the Consultant to collect additional amounts from the Client.

(5) **Use of Documents.** All documents, including but not limited to drawings, specifications, reports, and data or programs stored electronically, prepared by the Consultant are related exclusively to the services described in this Agreement, and may be used only if the Client has satisfied all of its obligations under this Agreement. They are not intended or represented to be suitable for use, partial use or reuse by the Client or others on extensions of this project or on any other project. Any modifications made by the Client to any of the Consultant's documents, or any use, partial use or reuse of the documents without written authorization or adaptation by the Consultant will be at the

Client's sole risk and without liability to the Consultant, and the Client shall indemnify, defend and hold the Consultant harmless from all claims, damages, losses and expenses, including but not limited to attorneys' fees, resulting therefrom. Any authorization or adaptation will entitle the Consultant to further compensation at rates to be agreed upon by the Client and the Consultant. Any electronic files not containing an electronic seal are provided only for the convenience of the Client, and use of them is at the Client's sole risk. In the case of any defects in the electronic files or any discrepancies between them and the hardcopy of the documents prepared by the Consultant, the hardcopy shall govern. Only printed copies of documents conveyed by the Consultant may be relied upon. Because data stored in electronic media format can deteriorate or be modified without the Consultant's authorization, the Client has 60 days to perform acceptance tests, after which it shall be deemed to have accepted the data.

(6) **Opinions of Cost.** Because the Consultant does not control the cost of labor, materials, equipment or services furnished by others, methods of determining prices, or competitive bidding or market conditions, any opinions rendered as to costs, including but not limited to opinions as to the costs of construction and materials, shall be made on the basis of its experience and represent its judgment as an experienced and qualified professional, familiar with the industry. The Consultant cannot and does not guarantee that proposals, bids or actual costs will not vary from its opinions of cost. If the Client wishes greater assurance as to the amount of any cost, it shall employ an independent cost estimator. Consultant's services required to bring costs within any limitation established by the Client will be paid for as Additional Services.

(7) **Termination.** The obligation to provide further services under this Agreement may be terminated by either party upon seven days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party, or upon thirty days' written notice for the convenience of the terminating party. If any change occurs in the ownership of the Client, the Consultant shall have the right to immediately terminate this Agreement. In the event of any termination, the Consultant shall be paid for all services rendered and expenses incurred to the effective date of termination, and other reasonable expenses incurred by the Consultant as a result of such termination. If the Consultant's compensation is a fixed fee, the amount payable for services will be a proportional amount of the total fee based on the ratio of the amount of the services performed, as reasonably determined by the Consultant, to the total amount of services which were to have been performed.

(8) **Insurance.** The Consultant carries Workers' Compensation insurance, professional liability insurance, and general liability insurance. If the Client directs the Consultant to obtain increased insurance coverage, the Consultant will take out such additional insurance, if obtainable, at the Client's expense.

(9) **Standard of Care.** In performing its professional services, the Consultant will use that degree of care and skill ordinarily exercised, under similar circumstances, by reputable members of its profession in the same locality at the time the services are provided. No warranty, express or implied, is made or intended by the Consultant's undertaking herein or its performance of services, and it is agreed that the Consultant is not a fiduciary with respect to the Client.

(10) **LIMITATION OF LIABILITY.** In recognition of the relative risks and benefits of the Project to both the Client and the Consultant, the risks have been allocated such that the Client agrees, to the fullest extent of the law, and notwithstanding any other provisions of this Agreement or the existence of applicable insurance coverage, that the total liability, in the aggregate, of the Consultant and the Consultant's officers, directors, employees, agents, and subconsultants to the Client or to anyone claiming by, through or under the Client, for any and all claims, losses, costs or damages whatsoever arising out of, resulting from or in any way related to the services under this Agreement from any cause or causes, including but not limited to, the negligence, professional errors or omissions, strict liability or breach of contract or any warranty, express or implied, of the Consultant or the Consultant's officers, directors, employees, agents, and subconsultants, shall not exceed twice the total compensation received by the Consultant under this Agreement or

\$50,000, whichever is greater. Higher limits of liability may be negotiated for additional fee. Under no circumstances shall the Consultant be liable to the Client or those claiming by or through the Client for lost profits or consequential damages, for extra costs or other consequences due to changed conditions, or for costs related to the failure of contractors to perform work in accordance with the plans and specifications. This Section 10 is intended solely to limit the remedies available to the Client or those claiming by or through the Client, and nothing in this Section 10 shall require the Client to indemnify the Consultant.

(11) **Certifications.** The Consultant shall not be required to execute certifications or third-party reliance letters that are inaccurate, that relate to facts of which the Consultant does not have actual knowledge, or that would cause the Consultant to violate applicable rules of professional responsibility.

(12) **Dispute Resolution.** All claims by the Client arising out of this Agreement or its breach shall be submitted first to mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association as a condition precedent to litigation. Any mediation or civil action by Client must be commenced within one year of the accrual of the cause of action asserted but in no event later than allowed by applicable statutes.

(13) **Hazardous Substances and Conditions.**

(a) Services related to determinations involving hazardous substances or conditions, as defined by federal or state law, are limited to those tasks expressly stated in the scope of services. In any event, Consultant shall not be a



custodian, transporter, handler, arranger, contractor, or remediator with respect to hazardous substances and conditions. Consultant's services will be limited to professional analysis, recommendations, and reporting, including, when agreed to, plans and specifications for isolation, removal, or remediation.

1. The Consultant shall notify the Client of hazardous substances or conditions not contemplated in the scope of services of which the Consultant actually becomes aware. Upon such notice by the Consultant, the Consultant may stop affected portions of its services until the hazardous substance or condition is eliminated. The parties shall decide if Consultant is to proceed with its services and if Consultant is to conduct testing and evaluations, and the parties may enter into further agreements as to the additional scope, fee, and terms for such services.

(14) Construction Phase Services.

(a) If the Consultant's services include the preparation of documents to be used for construction and the Consultant is not retained to make periodic site visits, the Client assumes all responsibility for interpretation of the documents and for construction observation, and the Client waives any claims against the Consultant in any way connected thereto.

(b) If the Consultant provides construction phase services, the Consultant shall have no responsibility for any contractor's means, methods, techniques, equipment choice and usage, sequence, schedule, safety programs, or safety practices, nor shall Consultant have any authority or responsibility to stop or direct the work of any contractor. The Consultant's visits will be for the purpose of endeavoring to provide the Client a greater degree of confidence that the completed work of its contractors will generally conform to the construction documents prepared by the Consultant. Consultant neither guarantees the performance of contractors, nor assumes responsibility for any contractor's failure to perform its work in accordance with the contract documents.

(c) The Consultant is not responsible for any duties assigned to the design professional in the construction contract that are not expressly provided for in this Agreement. The Client agrees that each contract with any contractor shall state that the contractor shall be solely responsible for job site safety and for its means and methods; that the contractor shall indemnify the Client and the Consultant for all claims and liability arising out of job site accidents; and that the Client and the Consultant shall be made additional insureds under the contractor's general liability insurance policy.

(15) No Third-Party Beneficiaries; Assignment and Subcontracting. This Agreement gives no rights or benefits to anyone other than the Client and the Consultant, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole benefit of the Client and the Consultant. The

Client shall not assign or transfer any rights under or interest in this Agreement, or any claim arising out of the performance of services by Consultant, without the written consent of the Consultant. The Consultant reserves the right to augment its staff with subconsultants as it deems appropriate due to project logistics, schedules, or market conditions. If the Consultant exercises this right, the Consultant will maintain the agreed-upon billing rates for services identified in the contract, regardless of whether the services are provided by in-house employees, contract employees, or independent subconsultants.

(16) Confidentiality. The Client consents to the use and dissemination by the Consultant of photographs of the project and to the use by the Consultant of facts, data and information obtained by the Consultant in the performance of its services. If, however, any facts, data or information are specifically identified in writing by the Client as confidential, the Consultant shall use reasonable care to maintain the confidentiality of that material.

(17) Miscellaneous Provisions. This Agreement is to be governed by the law of the State of Florida. This Agreement contains the entire and fully integrated agreement between the parties and supersedes all prior and contemporaneous negotiations, representations, agreements or understandings, whether written or oral. Except as provided in Section 1, this Agreement can be supplemented or amended only by a written document executed by both parties. Provided, however, that any conflicting or additional terms on any purchase order issued by the Client shall be void and are hereby expressly rejected by the Consultant. Any provision in this Agreement that is unenforceable shall be ineffective to the extent of such unenforceability without invalidating the remaining provisions. The non-enforcement of any provision by either party shall not constitute a waiver of that provision nor shall it affect the enforceability of that provision or of the remainder of this Agreement.



March 6, 2025

Amanda Bauner, PE, ENV SP
Client Service Manager / Vice President
Carollo Engineers
200 East Robinson Street #1400
Orlando, FL 32801
abauner@carollo.com

**Subject: Proposal for Ecological Support Services
Northwest Regional Wastewater Treatment Facility Improvements
Polk County, Florida**

Dear Ms. Bauner,

The purpose of this scope of services is to describe the work and responsibilities of Patel, Greene and Associates, LLC (PGA) for proposed ecological support services requested for the project referenced above. The proposed project includes improvements to the Northwest Regional Wastewater Treatment Facility (NWRWWTF) located at 8950 Campbell Road North in Lakeland, Florida. PGA has been requested to provide a scope of services to complete preliminary wildlife assessments for protected species and develop an environmental technical memorandum to support permitting of this project, as needed.

PGA has prepared this scope and fee to provide the ecological tasks outlined below.

1.0 Research/Coordination - \$974.00

PGA will research existing permits and other previously documented environmental constraints at the project site. Carollo will provide the project concept and design files to be used as the limits of the project area. This task also includes up to two coordination meetings with Carollo and/or Polk County.

2.0 Data Collection/Desk-top Analysis - \$1,943.00

PGA will complete a “desk-top” analysis of the project area to assess existing soils, land uses and vegetative communities. For this proposal, the project area includes the areas shown on the figure labeled “NWRWWTF Proposed Site Plan” that was provided to PGA on November 12, 2024. The areas are titled, “New Deep Bed Sand Filters”, “New Biosolids Building Driveway”, “New Electrical Building”, “New Biosolids Building”, and “Future Oxidation Ditch”. PGA will evaluate a high-level review of potential impacts to protected species and designated or proposed critical habitats within the project area. Information will be collected on habitat connectivity, areas that are ecologically important, and species that are otherwise protected by regulation. The evaluation will include GIS and literature reviews to determine potential impacts to federal and state protected, threatened, or endangered species and their habitats.

3.0 Environmental Technical Memorandum - \$4,004.00

PGA will develop written texts, graphics, and other supporting documentation necessary for development of an Environmental Technical Memorandum that summarizes the results of Section 2.0. . The Environmental Technical

Memorandum will be provided to Carollo for inclusion within the permit application(s) as needed. This task is limited to development of the Environmental Technical Memorandum as the permit application sections will be completed and submitted by Carollo (or others).

4.0 Permit Coordination / Request for Additional Information Response - \$487.00

PGA will assist with developing wildlife comment responses to one Request for Additional Information (RAI) from the responsible permitting agency. This task assumes development of appropriate responses to agency comments and providing the responses to Carollo to insert into a formal response to the RAI.

The following items **are not** included in PGA's scope of work, but can be provided for an additional fee:

- a) Completion of a field review of the project area;
- b) Assessing potential impacts to protected state or federally listed plants or animals;
- c) Delineation or assessments of wetlands or surface waters;
- d) Preparation of a comprehensive wetland mitigation concept or plans;
- e) The drafting of ERP permit application(s) or the payment of any permitting fees;
- f) Field meetings with permit agencies;
- g) Seasonal assessments of the project area for specific flowering plant species or seasonal animal species, nor does it include such sampling methods as field traps, drift nets, etc. for the collection of mammals, birds, reptiles, amphibians, or invertebrates;
- h) Informal or formal consultation with state or federal wildlife agencies;
- i) Post-design services -; or
- j) Attendance at any public meetings.

PGA proposes a lump sum price of **\$7,408.00** to complete the services listed in Sections 1.0 – 4.0 above. PGA will not complete any work in addition to the services listed in Sections 1.0 – 4.0 of this proposal without providing a cost estimate and receiving approval from the client to complete the additional services.

PGA will submit monthly invoices associated with the services in this contract. The invoices shall be paid in full by check or Automatic Clearing House (ACH). Payment of each invoice shall be due within 30 days of the invoice date. Please note PGA does not accept payment by credit card.

Thank you for the opportunity to provide these services. Please indicate your acceptance of the terms and conditions provided in this letter by signing below and returning this document to our office. The signed document will be considered as our contract of employment, and we will proceed with the approved services.

Accepted by: _____ Date: _____

Print Name: _____

Please let us know if you have any questions or require additional information. I can be reached at (813) 731-2054, or by email at terry.cartwright@patelgreene.com.

Regards,

A handwritten signature in blue ink that reads "Terry Cartwright". The signature is fluid and cursive, with the first name "Terry" and the last name "Cartwright" clearly legible.

Terry Cartwright
Environmental Group Leader

cc: Project File

BOBES ASSOCIATES CONSULTING ENGINEERS, INC.

150 CIRCLE DRIVE

MAITLAND, FL 32751

March 31, 2025

Carollo
200 East Robinson Street, Suite 1400
Orlando, FL 32801

Attn: Amanda Bauner, PE, ENV SP
Client Service Manager | Vice President

Re: Polk County Utilities
NWRWWTF (Northwest Regional Wastewater Treatment Facility)
New Dewatering Building + Main Electrical Building
Polk County, Florida

Dear Amanda,

We respectfully submit this Professional Engineering fee proposal for HVAC, Plumbing and Fire Protection Engineering services for a new 6,000 sq. ft. Dewatering Building and HVAC design for a new 2,900 sq ft Main Electrical Building for the above referenced Wastewater Treatment Facility

Listed below is an outline of services which will be performed:

1. Attendance of the project design Kick Off meeting with the Owner and the Design Team via Teams.
2. Engineering design of HVAC, Plumbing and Fire Protection systems in accordance with local codes for the Dewatering Building.
3. Engineering design of HVAC systems in accordance with local codes for the Main Electrical Building.
4. Preparation of 30% Construction Documents.
5. Preparation of 60% Construction Documents.
6. Preparation of 90% Construction Documents.
7. Preparation of 100%/Conformed Construction Documents.
8. Preparation of HVAC, Plumbing and Fire Protection specifications.
9. Attendance of virtual team meetings as necessary to complete the design.
10. Attendance of Design Work Shop meeting in person in Polk County at 30%, 60% and 90% Construction Document phase.
11. Preparation of signed and sealed Florida Energy Efficiency Calculations and Cooling Load Calculations.
12. Coordination with Architectural, Structural, Civil and Electrical disciplines.
13. Permitting Services: Signing and sealing of HVAC, Plumbing and Fire Protection permit plans, Cooling Load Calculations and Florida Energy Efficiency Code Calculations for submission to the building department.
14. Permitting Services: Preparation of permit review responses and revised signed and sealed MEP plans as required by the AHJ for all HVAC, Plumbing and Fire Protection

PHONE
(407) 628-0882

1

FAX
(407) 628-7024

G:\SHARED DRIVES\BOBES SERVER\CONTRACTS\0CONTRACT-MASTERS\PROPOSALS 2024\CAROLLO\POLK COUNTY NWRWWTF DEWATERING BLDG + MAIN ELECTRICAL BLDG-BOBES H-P-FP
FEE 3-31-25.DOC 3/31/25

- comments.
15. Bidding Services: Answering contractor's HVAC, Plumbing and Fire Protection questions during bidding.
 16. \$2,000,000 Errors and Omissions Professional Liability Insurance.
 17. All work shall be done in REVIT or AutoCadd – depending on the requirements of the Architect/Prime Consultant.

Not included in our services are the following:

1. Attendance of the Pre-Construction meeting. This work will be performed under a separate contract if requested..
2. Construction Administration: Shop Drawing Review of HVAC, Plumbing and Fire Protection shop drawings, Answering contractors' HVAC, Plumbing and Fire Protection requests for information (RFIs) during construction, attendance of construction administration site visits during project construction for review of HVAC, Plumbing and Fire Protection installation and preparation of report, attendance of the Substantial Completion and Final Completion site visit for review of HVAC, Plumbing and Fire Protection installation and preparation of report, preparation of CADD/REVIT HVAC, Plumbing and Fire Protection As-Built Drawings from contractor's redlined drawings. This work will be performed under a separate contract.
3. Site Utilities and plumbing five feet beyond the building.
4. Design of Fire Pump and Water Storage Tank for the Fire Protection system if adequate water supply is not available. This will be an add service to the contract.
5. Preparation of probable cost estimates-this work will be performed by others.

Materials to be furnished by Architect/Client:

1. Floor plan backgrounds with room names, roof plan and reflected ceiling plan backgrounds on AutoCAD or REVIT with Architect's or Prime Consultant's title block.
2. Building classification and occupancy.
3. Building life safety floor plan with all fire rated and smoke rated partitions clearly labeled.
4. Civil Utilities Plan on Autocadd with all pertinent utilities shown. (Sanitary Sewer, Storm Sewer, Domestic Water Supply and Fire Protection service).
5. Architectural floor plans, elevations, sections, reflected ceiling plans and additional plans and details on Autocadd or REVIT required for coordination of the project.
6. Equipment cuts for all equipment furnished by others requiring HVAC or Plumbing connections.

Anticipated HVAC, Plumbing and Fire Protection Drawings

The total number of sheets anticipated for this project is 16 and the anticipated MEP drawings are as follows:

- | | |
|-------|--|
| P-0.1 | Plumbing Symbol Legend, General Notes, Fixture Schedules and Details |
| P-1.1 | Domestic Water Floor Plan – Dewatering Building |
| P-1.2 | Sanitary Floor Plan |
| P-3.1 | Plumbing Riser Diagrams |
| P-5.1 | Plumbing Details |
| M-0.1 | HVAC Symbol Legend + General Notes |
| M-1.1 | HVAC Floor Plan – Dewatering Building |
| M-1.2 | HVAC Floor Plan – Main Electrical Building |
| M-1.3 | HVAC Sections |
| M-3.1 | HVAC Schedules |

- M-5.1 HVAC Details
- FP-0.1 Fire Protection Symbol Legend + General Notes
- FP-1.1 Fire Protection Floor Plan
- FP-5.1 Fire Protection Details

The Fee for this work shall be \$34,401.13

The Breakdown of the fee is as follows:

Construction Documents	
30% Construction Documents	\$ 8,292.95
60% Construction Documents	\$ 9,073.56
90% Construction Documents	\$ 8,971.83
100% Conformed Documents	\$ 5,407.59
Permitting (Initial Submission + Review Comments)	\$ 1,744.80
Bidding	<u>\$ 910.40</u>
Subtotal – Construction Documents/Permitting	\$ 34,401.13

Payment shall be made as follows:

Any additional engineering services shall be provided on a basis of the previously agreed upon hourly rates. All additional services shall have prior approval from the Architect/Client. Additional services shall be paid on a monthly as billed basis.

Fees and services are subject to change if not accepted within 90 days of the date of this proposal. If the foregoing services, fees and arrangements are satisfactory, please sign one copy of this Agreement and return it to us for our records.

Sincerely,

Bobes Associates
Consulting Engineers, Inc.

Accepted:
Carollo

Augusto E. Bobes Jr., P.E.
President

Amanda Bauner, PE, ENVS
Client Service Manager | Vice President

Date: _____

Date: _____

Position:	PRINCIPAL		MECHANICAL ENGINEER		ELECTRICAL ENGINEER		PLUMBING ENGINEER		FIRE PROTECTION ENGINEER		CADD/REVIT OPERATOR		CLERICAL		POSITION		POSITION		POSITION		TOTAL	
Rate (\$/Hour):	\$136.55		\$101.73		\$116.04		\$101.73		\$101.73		\$76.34		\$48.28		\$0.00		\$0.00		\$0.00			
	labor hrs	Cost	labor hrs	Cost	labor hrs	Cost	labor hrs	Cost	labor hrs	Cost	labor hrs	Cost	labor hrs	Cost	labor hrs	Cost	labor hrs	Cost	labor hrs	Cost	labor hrs	Cost
30% CONSTRUCTION DOCS																						
KICK OFF MEETING	0	\$0.00	2	\$203.46	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	2	\$203.46
PROJECT SET UP	0	\$0.00	1	\$101.73	0	\$0.00	0	\$0.00	0	\$0.00	2	\$152.68	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	3	\$254.41
30% CONSTRUCTION DOCUMENTS	0	\$0.00	16	\$1,627.68	0	\$0.00	8	\$813.84	6	\$610.38	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	30	\$3,051.90
CALCULATIONS	0	\$0.00	4	\$406.92	0	\$0.00	0	\$0.00	0	\$0.00	42	\$3,206.28	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	46	\$3,613.20
MEETINGS	0	\$0.00	2	\$203.46	0	\$0.00	2	\$203.46	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	4	\$406.92
SPECIFICATIONS	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
QA/QC	0	\$0.00	1	\$101.73	0	\$0.00	1	\$101.73	0	\$0.00	2	\$152.68	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	4	\$356.14
DESIGN WORKSHOP MEETING (IN POLK COUNTY)	0	\$0.00	4	\$406.92	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	4	\$406.92
subtotal for 30% CONSTRUCTION DOCS																					93	\$8,292.95
60% CONSTRUCTION DOCS																						
ADDRESS 30% REVIEW COMMENTS	0	\$0.00	1	\$101.73	0	\$0.00	1	\$101.73	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	2	\$203.46
60% CONSTRUCTION DOCUMENTS	0	\$0.00	20	\$2,034.60	0	\$0.00	8	\$813.84	6	\$610.38	42	\$3,206.28	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	76	\$6,665.10
CALCULATIONS	0	\$0.00	8	\$813.84	0	\$0.00	2	\$203.46	2	\$203.46	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	12	\$1,220.76
SPECIFICATIONS	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	3	\$144.84	0	\$0.00	0	\$0.00	0	\$0.00	3	\$144.84
QA/QC	0	\$0.00	1	\$101.73	0	\$0.00	1	\$101.73	0	\$0.00	3	\$229.02	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	5	\$432.48
DESIGN WORKSHOP MEETING (IN POLK COUNTY)	0	\$0.00	4	\$406.92	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	4	\$406.92
subtotal for 60% CONSTRUCTION DOCS																					102	\$9,073.56
90% CONSTRUCTION DOCS																						
ADDRESS 60% REVIEW COMMENTS	0	\$0.00	1	\$101.73	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	1	\$101.73
90% CONSTRUCTION DOCUMENTS	0	\$0.00	16	\$1,627.68	0	\$0.00	8	\$813.84	6	\$610.38	42	\$3,206.28	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	72	\$6,258.18
CALCULATIONS	0	\$0.00	8	\$813.84	0	\$0.00	0	\$0.00	4	\$406.92	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	12	\$1,220.76
SPECIFICATIONS	0	\$0.00	2	\$203.46	0	\$0.00	2	\$203.46	1	\$101.73	0	\$0.00	3	\$144.84	0	\$0.00	0	\$0.00	0	\$0.00	8	\$653.49
QA/QC	0	\$0.00	1	\$101.73	0	\$0.00	0	\$0.00	0	\$0.00	3	\$229.02	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	4	\$330.75
DESIGN WORKSHOP MEETING (IN POLK COUNTY)	0	\$0.00	4	\$406.92	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	4	\$406.92
subtotal for 90% CONSTRUCTION DOCS																					101	\$8,971.83
BID/PERMIT PLANS																						
ADDRESS 90% REVIEW COMMENTS	0	\$0.00	1	\$101.73	0	\$0.00	1	\$101.73	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	2	\$203.46
100%/FINAL CONSTRUCTION DOCUMENTS	0	\$0.00	8	\$813.84	0	\$0.00	3	\$305.19	3	\$305.19	16	\$1,221.44	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	30	\$2,645.66
CALCULATIONS	0	\$0.00	8	\$813.84	0	\$0.00	2	\$203.46	4	\$406.92	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	14	\$1,424.22
SPECIFICATIONS	0	\$0.00	2	\$203.46	0	\$0.00	2	\$203.46	2	\$203.46	0	\$0.00	4	\$193.12	0	\$0.00	0	\$0.00	0	\$0.00	10	\$803.50
QA/QC	0	\$0.00	1	\$101.73	0	\$0.00	0	\$0.00	0	\$0.00	3	\$229.02	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	4	\$330.75
subtotal for BID/PERMIT PLANS																					60	\$5,407.59
PERMITTING																						
PERMIT SUBMISSION	0	\$0.00	1	\$101.73	0	\$0.00	0	\$0.00	0	\$0.00	1	\$76.34	2	\$96.56	0	\$0.00	0	\$0.00	0	\$0.00	4	\$274.63
PERMITTING-ANSWERING PERMIT COMMENTS	0	\$0.00	5	\$508.65	0	\$0.00	2	\$203.46	2	\$203.46	6	\$458.04	2	\$96.56	0	\$0.00	0	\$0.00	0	\$0.00	17	\$1,470.17
	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
subtotal for PERMITTING																					21	\$1,744.80
BIDDING																						
ANSWERING CONTRACTOR'S BID QUESTIONS	0	\$0.00	4	\$406.92	0	\$0.00	2	\$203.46	2	\$203.46	0	\$0.00	2	\$96.56	0	\$0.00	0	\$0.00	0	\$0.00	10	\$910.40
	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
subtotal for BIDDING																					10	\$910.40
	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
subtotal for																					0	\$0.00
TOTAL LUMP SUM FEE:	0	\$0.00	126	\$12,817.98	0	\$0.00	45	\$4,577.85	38	\$3,865.74	162	\$12,367.08	16	\$772.48	0	\$0.00	0	\$0.00	0	\$0.00	387	\$34,401.13

April 9, 2025

Ms. Amanda Bauner, PE, ENV SP
Client Service Manager | Vice President
Carollo Engineers
200 E. Robinson Street, Suite 1400
Orlando, FL 32801
abaunder@carollo.com

**RE: Professional Services Proposal
NWRWWTF Filter & Dewatering Improvements
CivilSurv File: P24-01-26**

Ms. Bauner:

CivilSurv Design Group, Inc. (CivilSurv) is pleased to submit this proposal to Carollo Engineers, Inc. (Carollo) for Professional Services associated with the NWRWWTF Filter & Dewatering Improvements project (Project). This proposal provides an overview of the services to be provided by CivilSurv.

A. Project Background and Description

Polk County Utilities (PCU) owns and operates a wastewater treatment system in the Northwest Utility Service Area. PCU recently completed an evaluation of multiple systems at this facility. The recommended improvements from the evaluation included Conceptual Clarification and Filtration Improvements. Based on the recommendations in the evaluation, PCU intends to proceed with the Northwest Regional Wastewater Treatment Facility (NWRWWTF) Filter and Dewatering Improvements project. PCU plans to move forward with the membrane bioreactors (MBR) improvements instead of deep bed filters (DBF). The Project also includes the addition of a new biosolids building and an adjacent electrical building.

Carollo has been selected by PCU through RFP 25-552 to complete the Project. Carollo has requested that CivilSurv provide engineering services in support of the Project. Specifically, CivilSurv's support services will be limited to site civil, yard piping, stormwater management, and environmental resource permitting.

B. Scope of Services

Upon authorization to proceed from Carollo, CivilSurv will provide the following identified services. CivilSurv shall ensure that all design, bid, and construction documents produced by CivilSurv will be consistent with the Polk County Utilities Standards and Specifications Manual, latest edition, and other specified PCU requirements.

www.CivilSurv.com
Small Business Enterprise



Phase 100 – Project Management

Task 101 – Project Management

This task consists of overall management of the Project including contract administration, budget management, invoicing, monthly status reports, scheduling, and coordination with Carollo.

Task 102 – Kick-off Meeting and Review Meetings

CivilSurv will attend one kickoff meeting with Carollo and PCU. A meeting agenda and meeting minutes will be prepared by others.

- 30% (preliminary) design review
- 60% design review
- 90% design review

Phase 200 – Support Services – NOT INCLUDED

Phase 300 – Preliminary Design

Task 301 – Data Collection / Site Visits

CivilSurv will collect and review available data related to the Project. This effort includes research of existing environmental resource permits for the site.

CivilSurv will conduct a site visit to review existing site conditions and gather information for the areas potentially affected by the MBR. In addition to the filter area, CivilSurv will review the areas for the new biosolids building and the new electrical building. The site visit is anticipated to be coordinated with Carollo's site visit.

This task consists of the preparation of a site visit summary to include a summary of the data collection and review. One (1) electronic copy in Portable Document Format of the site visit summary shall be submitted to Carollo.

Task 302 – 30% Design Documents

CivilSurv will prepare and submit 30% design documents to provide preliminary design information limited to site civil, yard piping and stormwater management for the MBR, including the site improvements focused at the new biosolids building and new electrical building. This task includes the preparation of 30% design drawings to include the following sheets: Existing Conditions & Demolition; Overall Site Plan; Enlarged Site Plan; Overall Yard Piping Plan; Enlarged Yard Piping Plan; Overall Paving, Grading & Drainage Plan; and Enlarged Paving, Grading & Drainage Plan. The 30% design drawings will be prepared using a titleblock provided to CivilSurv by Carollo in an Autodesk Civil3D 2024 compatible format. The 30% design drawings are anticipated to be included as part of an overall set of design drawings to be prepared by Carollo.

CivilSurv will include an estimate of quantities in the Design Drawings for the site civil, yard piping, and stormwater management elements of the Project.

The 30% design documents deliverable will include the following, submitted in Portable Document Format:

- 30% Design Drawings.

Phase 400 – Final Design Documents

Task 401 – 60% Design Documents

CivilSurv will advance the design documents to the 60% completion stage based on input received from the review of the 30% design deliverable documents. The 60% design drawings will include the following in addition to the 30% design drawings sheets: Horizontal Control; Yard Piping Plan & Profiles; Stormwater Pollution Prevention Plan; Stormwater Pollution Prevention Plan Notes; and Construction Details.

CivilSurv will prepare 60% design technical specifications using a template provided to CivilSurv by Carollo in a Microsoft Word compatible format. CivilSurv will also update the estimate of quantities.

The 60% design documents deliverable will include the following, submitted in Portable Document Format:

- 60% Design Drawings; and
- 60% Design Draft Technical specifications.

CivilSurv shall clearly list any variations from the Utilities Standards and Specifications Manual and the rationale for each variation.

Task 402 – 90% Design Documents

CivilSurv will advance the design documents to the 90% completion stage based on input received from the review of the 60% design deliverable documents. The 90% design drawings will include the same sheet categories as the 60% design drawings.

CivilSurv will advance the technical specifications to the 90% completion stage. CivilSurv will also update the estimate of quantities. CivilSurv will prepare a draft stormwater management report for the Project.

The 90% design documents deliverable will include the following, submitted in Portable Document Format:

- Tabular summary of CivilSurv's responses to comments provided by PCU for the 60% Design Document Submittal;
- 90% Design Drawings;
- 90% Design Draft Technical Specifications; and
- 90% Design Draft stormwater Management Report.

CivilSurv shall clearly list any variations from the Utilities Standards and Specifications Manual and documentation that the variations have been accepted by PCU.

Task 403 – 100% Design Documents

CivilSurv will advance the design documents to the 100% completion stage based on input received from the review of the 90% design deliverable documents. The 100% design drawings will include the same sheet categories as the 90% design drawings.

CivilSurv will advance the technical specifications to the 100% completion stage. CivilSurv will update the estimate of quantities. CivilSurv will prepare a final stormwater management report for the Project.

The 100% design documents deliverable will include the following, submitted in Portable Document Format:

- Tabular summary of CivilSurv’s responses to comments provided by PCU for the 90% Design Documents Submittal;
- 100% Design Drawings;
- 100% Design Technical Specifications; and
- 100% Design Stormwater Management Report.

Phase 500 – Permitting Services

This phase consists of the preparation and submittal of the forms and documents that are required for obtaining regulatory and construction permits / approvals for the Project. In each task below, response to agency questions and comments is limited to two (2) sets of review questions and comments from each agency for each permit. This limit does not include responses to agency questions / comments resulting from errors and / or omissions of CivilSurv in preparing and submitting requisite application documents. All permit applicant fees will be paid directly to the agency by PCU.

Task 501 – FDEP Wastewater Facility Permit – NOT INCLUDED

Task 502 – FDEP Environmental Resource Permit

An Environmental Resource Permit (ERP) modification is anticipated to be required for the Project. CivilSurv will perform the following services for the ERP modification application:

- Attend one pre-application meeting (as required).
- Prepare and submit permit application (including all required forms and supporting documentation).
- Prepare and submit responses to Requests for Additional Information. This effort is limited to two (2) sets of review questions / comments unless otherwise required to address errors and / or omissions of the Consultant in preparing and submitting requisite application documents.

Task 503 – Polk County Permits

A Polk County Land Development Approval is anticipated to be required for the Project. CivilSurv will provide limited support services for this approval. The application package is anticipated to be submitted to Polk County Land Development by Carollo. Anticipated support services include:

- Attend one pre-application meeting (as required).
- Provide responses to Requests for Additional Information directly related to the elements of the project designed by CivilSurv. This effort is limited to two (2) sets of review questions / comments unless otherwise required to address errors and / or omissions of the Consultant in preparing and submitting requisite application documents.

Phase 600 – CMAR Coordination

The tasks in this phase are limited to general support of Carollo in their coordination with the Construction Manager at Risk (CMAR). The general support provided by CivilSurv is limited to items directly related to site civil, yard piping, and stormwater management.

Task 601 – Draft CMAR Pre-Construction Contract Development

CivilSurv will coordinate with Carollo to provide limited input and review of the CMAR Pre-Construction Phase contract.

Task 602 – Cost Model and GMP Review and Validation

CivilSurv will coordinate with Carollo to provide limited input and information on equipment and other major capital cost items throughout the design phase.

Task 603 – Early Procurement Activities

CivilSurv will coordinate with Carollo to provide limited assistance in Carollo’s development of an equipment and materials procurement plan.

Task 604 – General CMAR Coordination

CivilSurv will coordinate with Carollo to provide limited support during the pre-construction phase.

C. Deliverables

CivilSurv shall prepare and submit to Carollo, including electronic format when applicable, the following deliverables:

Task	Activity	Deliverable
301	Data Collection / Site Visits	One (1) electronic copy (Portable Document Format) of the site visit summary
302	30% Design Documents	One (1) electronic copy of the design drawings
401	60% Design Documents	One (1) electronic copy of the design drawings; and one (1) electronic copy of the technical specifications

Task	Activity	Deliverable
402	90% Design Documents	One (1) electronic copy of the tabular summary of comment responses; one (1) electronic copy of the design drawings; one (1) electronic copy of the technical specifications; and one (1) electronic copy of the draft stormwater management report
403	100% Design Documents	One (1) electronic copy of the tabular summary of comment responses; one (1) electronic copy of the design drawings; one (1) electronic copy of the technical specifications; and one (1) electronic copy of the final stormwater management report
502	Permitting	Permit applications and supporting documentation
503	Permitting	Supporting documentation

D. Schedule

CivilSurv will proceed with the services identified herein immediately upon receipt of a purchase order. CivilSurv will coordinate with Carollo to follow a mutually agreeable project schedule.

E. Compensation

This proposal establishes a not-to-exceed cost of \$196,655. Compensation for the services performed under this proposal shall be on an hourly, not-to-exceed basis using the attached hourly rate schedule. Other direct costs or expenses incurred in connection with this proposal will not be invoiced as these expenses have been accounted for in the rate multiplier associated with the hourly rate schedule. A summary of the estimated labor costs is provided in Attachment A-1 for reference only. Each invoice submittal shall include a tabular summary of the originally estimated labor costs by phase in accordance with Attachment A-1, fees invoiced to date, and the balance remaining per phase. The transfer of funds between defined phases is not permitted unless approved in advance in writing by Carollo. To request consideration for such a transfer, CivilSurv must submit satisfactory written justification to transfer unused funds from phases with completed tasks or tasks clearly tracking under budget to phases with tasks requiring additional funding. In addition, the transfer of funds shall not exceed the total authorized fee for the Project.

Invoices for not-to-exceed projects shall be accompanied by time and task records for all billable hours appearing on the invoice. Additional documentation may be requested by Carollo and, if so requested, shall be furnished by CivilSurv. In addition, all invoices shall be submitted with the purchase order number on the invoice.

F. Carollo's Responsibilities

Carollo will provide the following information to CivilSurv and / or perform the following services related to the Project:

- Construction Plan Titleblock
- Technical Specification Template
- Topographic Survey Data
- Subsurface Utility Engineering Data
- Autodesk Civil3D Compatible CAD files for the Proposed Process Improvements, including scaled drawings for proposed tanks and structures
- Coordinate / Provide Access to the Project Site

G. Services Not Included

The following services are not included in the Scope of Services for the Project:

- Topographic Survey
- Subsurface Utility Engineering
- Wetland Assessment / Delineation Services
- Threatened and Endangered Species
- Geotechnical Engineering
- Structural Engineering
- Redesign Services
- Construction Administration Services
- Resident Project Representative Services

H. Assumptions

The Scope of Services and compensation arrangement outlined in this proposal are based on the following assumptions:

- The proposed improvements associated with the Project are anticipated to be limited to upland areas with no impacts to wetlands. Stormwater management area modifications to accommodate the Project are not anticipated to require ecological or geotechnical support services.
- The permitting task is limited to modifying the ERP to accommodate the Project and does not include accommodation for future improvements.
- Internal roadway improvements are limited to the immediate area of the new biosolids building and the new electrical building.
- The sanitary sewer connection to the new biosolids building will connect to the existing sanitary manhole located in the future oxidation ditch area, approximately 150' north of the new biosolids building.
- The potable water service connection to the new biosolids building will require a 1.5" line (or smaller). The potable water service line can be extended from an existing on-site potable water line within 300' of the biosolids building location.

CLOSING

This proposal is valid for a period of 60 days. We appreciate this opportunity to work with Carollo Engineers. If you have any questions, please do not hesitate to contact us at 863-646-4771.

Respectfully submitted,

CIVILSURV DESIGN GROUP, INC.



Mark J. Frederick, PE, CFM, ENV SP, PMP
Vice President of Civil Engineering

Attachments:

- A-1 Budget Estimate
- A-2 Rate Schedule

Attachment A-1

NRRWWTF FILTER & DEWATERING IMPROVEMENTS

Tasks	Principal		Director		Project Mgr.		Sr. Associate		Associate 2		Associate 1		Administrative Assistant		CSDG Labor	Reimbursable Expenses	Total
	\$250 per hour		\$230 per hour		\$160 per hour		\$150 per hour		\$115 per hour		\$90 per hour		\$80 per hour				
	Hrs.	Cost	Hrs.	Cost	Hrs.	Cost	Hrs.	Cost	Hrs.	Cost	Hrs.	Cost	Hrs.	Cost			
PHASE 100 - PROJECT MANAGEMENT																	
101 - Project Management	0	\$ -	50	\$ 11,500.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	20	\$ 1,600.00	\$ 13,100.00	\$ -	\$ 13,100.00
102 - Kick-off Meeting and Review Meetings	0	\$ -	16	\$ 3,680.00	0	\$ -	0	\$ -	16	\$ 1,840.00	0	\$ -	0	\$ -	\$ 5,520.00	\$ -	\$ 5,520.00
Total Phase 100	0	\$ -	66	\$ 15,180.00	0	\$ -	0	\$ -	16	\$ 1,840.00	0	\$ -	20	\$ 1,600.00	\$ 18,620.00	\$ -	\$ 18,620.00
PHASE 200 - NOT INCLUDED																	
Total Phase 200	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	\$ -	\$ -	\$ -
PHASE 300 - PRELIMINARY DESIGN																	
301 - Data Collection/Site Visits	0	\$ -	8	\$ 1,840.00	0	\$ -	0	\$ -	40	\$ 4,600.00	0	\$ -	0	\$ -	\$ 6,440.00	\$ -	\$ 6,440.00
302.1 - 30% Design Drawings	2	\$ 500.00	8	\$ 1,840.00	0	\$ -	100	\$ 15,000.00	50	\$ 5,750.00	0	\$ -	0	\$ -	\$ 23,090.00	\$ -	\$ 23,090.00
302.2 - 30% Design Quantity Estimates	0	\$ -	2	\$ 460.00	0	\$ -	0	\$ -	22	\$ 2,530.00	0	\$ -	0	\$ -	\$ 2,990.00	\$ -	\$ 2,990.00
Total Phase 300	2	\$ 500.00	18	\$ 4,140.00	0	\$ -	100	\$ 15,000.00	112	\$ 12,880.00	0	\$ -	0	\$ -	\$ 32,520.00	\$ -	\$ 32,520.00
PHASE 400 - FINAL DESIGN DOCUMENTS																	
401.1 - 60% Design Drawings	2	\$ 500.00	16	\$ 3,680.00	0	\$ -	150	\$ 22,500.00	75	\$ 8,625.00	0	\$ -	0	\$ -	\$ 35,305.00	\$ -	\$ 35,305.00
401.2 - 60% Design Specs	0	\$ -	2	\$ 460.00	0	\$ -	0	\$ -	20	\$ 2,300.00	0	\$ -	0	\$ -	\$ 2,760.00	\$ -	\$ 2,760.00
401.3 - 60% Design Quantity Estimates	0	\$ -	2	\$ 460.00	0	\$ -	0	\$ -	14	\$ 1,610.00	0	\$ -	0	\$ -	\$ 2,070.00	\$ -	\$ 2,070.00
402.1 - 90% Design Drawings	2	\$ 500.00	16	\$ 3,680.00	0	\$ -	120	\$ 18,000.00	60	\$ 6,900.00	0	\$ -	0	\$ -	\$ 29,080.00	\$ -	\$ 29,080.00
402.2 - 90% Design Specs	0	\$ -	2	\$ 460.00	0	\$ -	0	\$ -	16	\$ 1,840.00	0	\$ -	0	\$ -	\$ 2,300.00	\$ -	\$ 2,300.00
402.3 - 90% Design Quantity Estimates	0	\$ -	2	\$ 460.00	0	\$ -	0	\$ -	10	\$ 1,150.00	0	\$ -	0	\$ -	\$ 1,610.00	\$ -	\$ 1,610.00
402.4 - 90% Design Draft Stormwater Report	0	\$ -	8	\$ 1,840.00	0	\$ -	0	\$ -	40	\$ 4,600.00	0	\$ -	0	\$ -	\$ 6,440.00	\$ -	\$ 6,440.00
402.5 - 90% Design Responses	0	\$ -	2	\$ 460.00	0	\$ -	0	\$ -	8	\$ 920.00	0	\$ -	0	\$ -	\$ 1,380.00	\$ -	\$ 1,380.00
403.1 - 100% Design Drawings	2	\$ 500.00	12	\$ 2,760.00	0	\$ -	80	\$ 12,000.00	40	\$ 4,600.00	0	\$ -	0	\$ -	\$ 19,860.00	\$ -	\$ 19,860.00
403.2 - 100% Design Specs	0	\$ -	2	\$ 460.00	0	\$ -	0	\$ -	12	\$ 1,380.00	0	\$ -	0	\$ -	\$ 1,840.00	\$ -	\$ 1,840.00
403.3 - 100% Design Quantity Estimates	0	\$ -	2	\$ 460.00	0	\$ -	0	\$ -	10	\$ 1,150.00	0	\$ -	0	\$ -	\$ 1,610.00	\$ -	\$ 1,610.00
403.4 - 100% Design Final Stormwater Report	0	\$ -	2	\$ 460.00	0	\$ -	0	\$ -	16	\$ 1,840.00	0	\$ -	0	\$ -	\$ 2,300.00	\$ -	\$ 2,300.00
403.5 - 100% Design Responses	0	\$ -	2	\$ 460.00	0	\$ -	0	\$ -	8	\$ 920.00	0	\$ -	0	\$ -	\$ 1,380.00	\$ -	\$ 1,380.00
Total Phase 400	6	\$ 1,500.00	70	\$ 16,100.00	0	\$ -	350	\$ 52,500.00	329	\$ 37,835.00	0	\$ -	0	\$ -	\$ 107,935.00	\$ -	\$ 107,935.00
PHASE 500 - PERMITTING SERVICES																	
502 - FDEP ERP Modification	2	\$ 500.00	16	\$ 3,680.00	0	\$ -	40	\$ 6,000.00	0	\$ -	0	\$ -	0	\$ -	\$ 10,180.00	\$ -	\$ 10,180.00
503 - PCLD Support Services	2	\$ 500.00	16	\$ 3,680.00	0	\$ -	40	\$ 6,000.00	0	\$ -	0	\$ -	0	\$ -	\$ 10,180.00	\$ -	\$ 10,180.00
Total Phase 500	4	\$ 1,000.00	32	\$ 7,360.00	0	\$ -	80	\$ 12,000.00	0	\$ -	0	\$ -	0	\$ -	\$ 20,360.00	\$ -	\$ 20,360.00
PHASE 600 - CMAR Coordination																	
601 - Draft CMAR Pre-Con Contract Development	2	\$ 500.00	8	\$ 1,840.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	\$ 2,340.00	\$ -	\$ 2,340.00
602 - Cost Model & GMP Review & Validation	2	\$ 500.00	8	\$ 1,840.00	0	\$ -	0	\$ -	16	\$ 1,840.00	0	\$ -	0	\$ -	\$ 4,180.00	\$ -	\$ 4,180.00
603 - Early Procurement Activities	2	\$ 500.00	8	\$ 1,840.00	0	\$ -	0	\$ -	16	\$ 1,840.00	0	\$ -	0	\$ -	\$ 4,180.00	\$ -	\$ 4,180.00
604 - General CMAR Coordination	4	\$ 1,000.00	16	\$ 3,680.00	0	\$ -	0	\$ -	16	\$ 1,840.00	0	\$ -	0	\$ -	\$ 6,520.00	\$ -	\$ 6,520.00
Total Phase 600	10	\$ 2,500.00	40	\$ 9,200.00	0	\$ -	0	\$ -	48	\$ 5,520.00	0	\$ -	0	\$ -	\$ 17,220.00	\$ -	\$ 17,220.00
Total Estimated Cost	22	\$ 5,500.00	226	\$ 51,980.00	0	\$ -	530	\$ 79,500.00	505	\$ 58,075.00	0	\$ -	20	\$ 1,600.00	\$ 196,655.00	\$ -	\$ 196,655.00



Labor Multiplier Calculation

CivilSurv Design Group, Inc. – FDOT FAR Audited Rates

Actual Payroll	1.00
Facilities Costs and Capital	0.12
Reimbursable Expenses	0.05 – Polk County
<u>Actual General Overhead</u>	<u>1.34</u>
Actual Sub-Total	2.51
<u>Profit (@15%)</u>	<u>0.38</u>
Reduced Polk County Rate	2.89



Schedule of Professional Rates

Job Classification	Range of Hourly Billing Rates		Range of Direct Labor Rates	
	Minimum	Maximum	Minimum	Maximum
Administrative Assistant	\$57.80	\$144.50	\$20.00	\$50.00
Associate 1	\$46.24	\$92.48	\$16.00	\$32.00
Associate 2	\$72.25	\$144.50	\$25.00	\$50.00
Associate 3	\$101.15	\$173.40	\$35.00	\$60.00
Sr. Associate	\$130.05	\$202.30	\$45.00	\$70.00
Project Manager	\$101.15	\$231.20	\$35.00	\$80.00
Sr. Project Manager	\$130.05	\$260.10	\$45.00	\$90.00
Director	\$173.40	\$289.00	\$60.00	\$100.00
Principal	\$216.75	\$350.00	\$75.00	\$140.00
Survey Crew	\$115.60	\$346.80	\$40.00	\$120.00
Specialty Survey Crew	\$173.40	\$375.70	\$60.00	\$130.00
SUE Equipment (Direct Rate)	\$50.00	\$75.00	\$50.00	\$75.00

The above wages are based on the current ranges of CivilSurv Design Group, Inc. personnel that work in the above various disciplines. The billing rates on our proposed rate with a multiplier of 2.89. *Invoices will show as actual calculations. Values include potential cost increases over term of contract for maximum value.*



April 9, 2025 (Revised)
March 13, 2025 (Revised)
November 15, 2024

Amanda Bauner
Client Service Manager, Vice President
Carollo Engineers
200 East Robinson Street, #1400
Orlando, FL 32801

RE: Polk County Northwest Regional Wastewater Treatment Facility (NWRWWTF) Improvements
Proposal Letter

Dear Ms. Bauner,

Thank you for inviting The Lunz Group to provide our proposal for professional services to Carollo Engineers (“Client”). The Lunz Group looks forward to partnering and collaborating with you and your team to develop Polk County Northwest Regional Wastewater Treatment Facility (NWRWWTF) Improvements, located in Lakeland, Florida. Upon your review of our qualifications, we are confident you will conclude our project team has the required expertise to ensure a successful project outcome. We look forward to the opportunity to discuss our proposal with you and your team at your earliest convenience.

Approach + Methodology

At The Lunz Group, we approach every project the same way: by listening. We listen to your vision, goals, and challenges. We ask the pivotal questions to ensure your investment meets you at a higher value. We recognize values beyond the mere built environment, emphasizing the importance of your vision. Prior to the design process, we work closely with you to identify and address any anticipated or existing obstacles.

Understanding your needs and expectations forms the foundation of our approach. Not every project is one-size-fits-all. We compose the right team around your project’s needs. Our agility, adaptability, and collaborative spirit enables us to pivot swiftly and effectively. Our expertise is in identifying where the value of your budget should go. We ensure transparent communication and effective resource allocation, always keeping your vision at the forefront. Throughout the project lifecycle, we foster collaboration and partnership, measuring our success together.

The Lunz Group is comprised of design thinkers; we integrate our passion and technical expertise in everything we do. Our team focuses on innovative problem-solving by leveraging technology and providing a human-centered design approach. We seek to create environments not only to fulfill functional requirements, but also to enhance the quality of life for users. Throughout our proposed services, The Lunz Group will engage closely with the client in various capacities, which may include design charrettes, biweekly check-in meetings, and comprehensive review periods for design documents, tailored to suit the project’s unique needs.

We provide full-service design, documentation, and quality control services driven by our unwavering commitment to our work and our clients. At The Lunz Group, success is defined by exceeding our client’s expectations, delivering designs that create solutions and buildings that last beyond our lifetime.

Project Understanding

Our understanding of the project is that you are requesting Architectural design services for the following buildings / structures. It is understood that The Lunz Group is to provide an alternate design for “either” the MBR or Deep Bed Filter building / structures as per the following information:

- *“The County has asked us to include as part of the planning phase a technical evaluation of membrane bioreactors (MBR) compared to deep bed filters. For preliminary and final design, we will include the level of effort to design both alternatives, as separate line items.”*

The Lunz Group is providing a separate line item for this option of the MBR / Deep Bed Filters in the “Compensation for Professional Services” section below to provide a line items that can be add to or removed pending the decision made by Polk County.

Understanding of the building sizes and types of structure as follows:

1. Dewatering Building – approx. 35’ x 40’ (approx. 1,400 SF) designed as a Per-Engineered Metal Building structure.
 - o The Lunz Group shall provide the design intent for the building footprint and the actual PEMB design shall be my PEMB manufacture.
2. MBR structure – approx. 58.5’ x 32’ (approx. 1,875 SF) Contingent on structural base, The Lunz Group shall coordinate with structural for evolution of building.
 - o The Lunz Group shall provide the design intent for the building footprint and the actual PEMB design shall be my PEMB manufacture.
3. Electrical buildings – The County opted to add into the scope an upgrade of site electrical equipment to the required reliability levels. This adds a new electrical building, in addition to the new Dewatering Electrical building. Total of 2 structures approx. 14’ x 30’ (approx. 420 SF.)

Scope of Services

The Lunz Group shall provide Architectural design services and shall coordinate with MEPFP engineer, Civil engineer and Structural engineer for development of the building and final plans. MEPFP, Civil and Structural Engineering Design Services are not included in this proposal and shall be completed by others.

Time Schedule for Services – The schedule is based off production of all buildings combined and not for a single structure.

Start-Up Time: Two (2) weeks after receipt of written authorization to proceed.

I – Pre-Design Services: Three (3) weeks.
Plus time for Client Review, Approval, and Authorization to Proceed.

II – Schematic Design Phase Services: Six (6) weeks.
Plus time for Client Review, Approval, and Authorization to Proceed.
This package shall be considered 30% complete of total design.

III – Design Development Phase Services: Ten (10) weeks.
Plus time for Client Review, Approval, and Authorization to Proceed.
This package shall be considered 60% complete of total design.

IV – Construction Documents/Permitting Phase Services: Twelve (12) weeks.
Plus time for Client Review, Approval, and Authorization to Proceed.
This package shall be considered 90% complete of total design.

V – Bidding / Negotiation Phase Services: Four (4) weeks
Plus time for Client Review and Award on Construction Contract.

VI – Construction Phase Services:
Not included in this scope of services

VII – Post Completion Services:

Not included in this scope of services. Total time anticipated for design is 37 weeks. We are aware that the project may start and stop due to approvals from Polk County and the phase schedule shall be adjusted in the event of a delay.

Compensation for Professional Services

The Lunz Group will provide professional services based on a lump sum; Client shall pay The Lunz Group a fee of: ***See itemized list below for breakdown per building.*** Invoices shall be issued monthly, based on a complete percent basis. Changes to the scope of work including changes to previously approved documents, project schedule, project scope, or scope of services will result in additional services. The additional services will be performed for an agreed upon lump sum.

Building # 1 - Dewatering Building – approx. 35’ x 40’ (approx. 1,400 SF)

Pre-Design Services	\$ 1,250.00
Schematic Design Phase Services	\$ 5,250.00
Design Development Phase Services	\$ 15,575.00
Construction Documents Phase Services	\$ 19,375.00
Bidding or Negotiation Phase Services	\$ 1,500.00
Construction Phase Services	N/A
Total Fee (Dewatering Bldg.)	\$ 42,950.00

Building # 2 - MBR structure – approx. 58.5’ x 32’ (approx. 1,875 SF)

Pre-Design Services	\$ 1,750.00
Schematic Design Phase Services	\$ 4,150.00
Design Development Phase Services	\$ 11,475.00
Construction Documents Phase Services	\$ 14,275.00
Bidding or Negotiation Phase Services	\$ 1,500.00
Construction Phase Services	N/A
Total Fee (MBR Bldg.)	\$ 33,150.00

Building # 4 - Electrical buildings – total of 2 structures approx. 14’ x 30’ (approx. 420 SF)

Pre-Design Services	\$ 1,000.00
Schematic Design Phase Services	\$ 2,000.00
Design Development Phase Services	\$ 10,000.00
Construction Documents Phase Services	\$ 15,000.00
Bidding or Negotiation Phase Services	\$ 1,000.00
Construction Phase Services	N/A
Total Fee	\$ 29,100.00

Total fee is all options above are selected \$ 105,200.00

The Lunz Group Hourly Rates

CEO/President	\$285.00
Managing Director	\$285.00
COO	\$240.00
Lead Architectural Designer	\$195.00
Lead Interior Designer	\$170.00
Senior Project Manager	\$210.00
Project Manager	\$190.00
Senior Project Architect	\$200.00
Project Architect	\$180.00
BIM Manager	\$155.00
Senior Designer	\$140.00
Designer	\$100.00
Accounting Support	\$95.00
Administrative Support	\$75.00

Reimbursable Expenses

Reimbursable Expenses are expenses incurred by The Lunz Group and The Lunz Group's consultants that are not included in the fee. These expenses shall be billed and paid at cost plus 15. Reimbursable Expenses include, but are not limited to, the following:

- Courier and delivery charges including insurance and customs duty rates.
- Reproductions including photocopying, printing and plotting will be billed in accordance with Company's standard document pricing.
- Presentation materials including mounting and lamination.
- Professional renderings and models except as included in this proposal.
- Transportation and travel including airfare (business class for international travel), lodging, meals, ground transportation, vehicle rental, and other transportation related expenses.
- Additional expenses over normal hourly rates for overtime work approved by the Client in advance.

Existing Conditions

The Lunz Group will make no representations regarding the suitability for reuse of the existing structures on the site and is not responsible for the condition of the existing structures.

Design Approval

Client shall designate a project manager as the main contact of Client for communication with The Lunz Group in relation to this Project. Client shall immediately notify The Lunz Group in writing of any change to the project manager and/or their contact information Client's project manager shall have the authority to administer all aspects of this Contract on behalf of Client. Client's project manager shall attend all project meetings with The Lunz Group, especially the initial kick-off meeting, and shall ensure that any other members of Client's staff required for approvals are also in attendance at the initial kick-off meeting. Revisions to The Lunz Group's design consulting documents required to accommodate comments provided by Client's staff not in attendance at the initial kickoff meeting shall be compensated as an Additional Service, unless agreed otherwise by The Lunz Group.

Terms And Conditions

The Lunz Group and the Client agree to the Terms and Conditions provided in Attachment B.

Agreement

By signing below, Client agrees to the provisions of this proposal and agrees to pay The Lunz Group in accordance with those terms stated. Authorizing services described in this proposal shall be construed to mean agreement with the provisions of this proposal. If this proposal is not executed within 60 days from the issue date, The Lunz Group reserves the right to review Compensation, Payment Schedule, and Staffing Commitments. Until the time a formal AIA or other standard form of agreement between Client and Architect is executed this proposal and its associated terms and conditions will be the agreement between the Client and Architect for professional services.

Submitted by:

Approved by:

Signature

Signature

Craig Fennig, AIA, NCARB, LEED AP BD+C

Printed Name

Printed Name

Managing Director

Title

Title

November 15, 2024

Date

Date

Attachments:

- Attachment A - Scope of Services
- Attachment B - Terms and Conditions
- Exhibit 1 - Information provided by Carollo for building sizes and types

CC: Brit Kirby, The Lunz Group

Attachment A

Scope Of Services

Polk County NWRWWTF Improvements
November 15, 2024

Project Delivery System

The Lunz Group's services, compensation, and time schedule for performance of services are based on the use of the Design/Bid/Award/Construction with one prime construction contract project delivery system and are subject to adjustment if another delivery system is utilized.

Design Services

The Lunz Group proposes to provide architectural design services for the items listed in the proposal letter.

Mechanical, Electrical, Plumbing, and Fire Protection Design Services are not included in this Scope of Services. Structural Engineering and Civil Engineering is not included in this Scope of Service and shall be provided by others.

The scope includes:

- Design of three (3) buildings with an electrical building for each structure.

The Lunz Group's services do not include items not listed in the full scope of work / services.

Design Services Included in Proposal

DESIGN SERVICE/CONSULTANT	IN BASE PROPOSAL	CLIENT'S CONSULTANT	EXTRA SERVICE
Architecture - The Lunz Group	✓		
Site Surveys		✓	
Geotechnical Investigations, Reports, and Recommendations		✓	
Environmental Surveys, Studies, or Reports		✓	
Landscape Design:		✓	
Local Architect/Engineer of Record: The Lunz Group	✓		
Civil Engineer:		✓	
Structural Engineer:		✓	
Mechanical/Electrical/Plumbing Engineer:		✓	
Telecommunications:		✓	
Interior Design Consultant:		✓	
Graphic Design and Signage Consultant:		✓	
Code Consultant:			✓
Construction Cost Estimating Consultant:			✓
Accessibility Consultant:			✓
Acoustical/Vibration Consultant:			✓
Amusement Consultant:			✓

DESIGN SERVICE/CONSULTANT	IN BASE PROPOSAL	CLIENT'S CONSULTANT	EXTRA SERVICE
Audio-Visual Consultant:			✓
Energy Consultant:			✓
Environmental Consultant:			✓
Exterior Envelope Consultant:			✓
Fountain Consultant:			✓
Irrigation Consultant:			✓
Life Safety/Fire Protection:			✓
Lighting Consultant:			✓
Security Consultant:			✓
Specifications Consultant:			✓
Traffic/Parking Consultant:			✓
Transportation Consultant:			✓
Tree Preservation Consultant:			✓
Value Engineering Consultant:			✓
Vertical Transportation Consultant:			✓
Waterproofing Consultant:			✓
Wind Testing Consultant:			✓
Consultant:			✓

Notes to Above Table:

In Base Proposal: Included in Base Proposal. The Lunz Group will coordinate work of consultant.

Client's Consultant: The Lunz Group will coordinate with consultant retained directly by Client.

Extra Service: Consultant not included in Base Proposal but could be added upon Client's authorization.

I – Pre-Design Services

The Lunz Group will review existing relevant information provided by the Client. The Lunz Group shall be entitled to rely upon all such information not limited to site plans, surveys, topography, zoning, existing building drawings/specifications, geotechnical reports, marketability reports, Client's Design Standards, Client's program, design and construction schedule, construction budget, adjacent sites/structures, building restriction, etc. The Lunz Group will provide Pre-Design services consisting of Listen and Idea phases to gather project data, document and validate success metrics and offer design solutions. These elements will be assembled into a Pre-Design Services Package for review and approval by the Client.

Listen

During the Listen phase, The Lunz Group team will seek to understand your project needs. Working with internal and external stakeholders to understand and document your project specific vision, mission and business needs as well as the project's success metrics. The Listen phase will encompass The Lunz Group's initial project startup and evaluation, creating team understanding of the full scope of the project and will conclude with the executive summary including information from the following:

Deliverables

Executive Summary with finding on the preference of the client

- Review and coordination of Client supplied data.
- Attend Kick-off call with the Client and the Client's consultants to align the project team, schedule, budget and to establish the project's success metrics
- Provide findings for options for client to provide an educated decision on the different types of structures needed at this location and provide due diligence of the preferences of Polk County.

Idea

The Idea phase is a highly collaborative phase where The Lunz Group, along with the Client and the Client's consultants, will develop and evaluate the project success metrics in order to create the ideas. The Lunz Group's project team will continue to analyze data from the Listen phase pushing the boundaries and defining what's possible.

Meetings

- One (1) Kick-off call, Site visit
- One (1) Collaboration Workshop - virtual
- One (1) Pre-Design virtual meeting

II - Schematic Design Phase Services

Based on the approved Pre-Design Package, along with any adjustments authorized by the Client, The Lunz Group will provide schematic design documents based on the mutually agreed upon program, schedule and budget for project. The documents will establish the schematic design of the project illustrating the scale and relationship of project components. The documents will include preliminary floor plans, elevations, and detail as appropriate and preliminary selection of major systems and construction materials.

The schematic design documents will address the site and building massing, access and circulation, views to/from the building(s), the architectural character of roof and exterior enclosures.

Deliverables

- Schematic Design Package
- Principal Floor Plans
- Roof Plan
- Main Building Elevations
- Overall Building types
- In house generated exterior or interior renderings (One (1) eye level, One (1) aerial view))

Meetings

- Up to two (2) virtual Schematic Design progress meeting(s)
- One (1) Schematic Design meeting in person

III - Design Development Phase Services

Based on the approved Schematic Design Documents and adjustments authorized by the Client, The Lunz Group will proceed with design development. We will illustrate and describe the design establishing the scope, relationships, forms, size, and appearance of the project by means of plans, elevations, and sections, typical construction details, and equipment layouts. The documents will identify major systems and materials and in general their quality levels.

Deliverables

- Drawings
 - Floor Plans including
 - Typical and Special Room Layouts
 - Typical and Special Room Reflected Ceiling Plans
 - Roof plan indicating access and location of major equipment

- Main Building Elevations
- Typical Bay Fenestration
 - Overall Building Sections
- Details
 - Typical Exterior Wall Sections
 - Typical Assembly Types
 - Key Exterior Details
 - Typical Partition Details
 - Typical and Special Interior Elevations
- Schedules
 - Typical Room Finish Schedule
 - Typical Door Schedule
 - Typical Glazing Schedule
- Equipment
 - Typical and Special Room Layouts
- Coordination
 - Typical ceiling spaces with architectural, structural, mechanical, and electrical elements
 - Typical shaft spaces with architectural, structural, mechanical, and electrical elements
- In house generated exterior or interior renderings (One (1) eye level, One (1) aerial view))
- Draft specifications

Meetings

- Design Development progress meetings - virtual (up to two (2))
- One (1) Design Development final meeting - in person

IV - Construction Documents/Permitting Phase Services

The Lunz Group will provide Construction Documents based on the approved design development submission and updated project budget. The documents will be based on AIA A201-Current Edition General Conditions with The Lunz Group's modifications, and The Lunz Group Master Specifications. This will include detailed requirements for construction and include drawings and specifications that establish the quality level for systems and materials. The Lunz Group and its consultants will issue final construction documents to the local jurisdiction for permit review and approval and address any comments in order to finalize the permitting process.

Deliverables

- Construction documents
- Specifications Booklet
- PDF - Architectural package for submission to Polk County for permitting.

Meetings

- Construction documents progress meeting (up to two (2)) - virtual

Construction Phasing

Construction documents will be produced with separate bid packages due to providing multiple buildings that have requirement to be permitted separately. Identify each package and a stand-alone permit package.

Bidding Documents

Preparation of bidding requirements and forms is not included in Scope of Services.

Conditions Of Construction Contract

The Lunz Group will assist the Client in the preparation of supplementary conditions for AIA A201-Current Edition General Conditions.

V – Bidding Or Negotiation Phase Services

No Bidding or Negotiation services are included.

VI –Construction Phase Services

No Construction phase services are included in this scope of services.

VII – Post Completion Services

No Post Completion services included.

Travel

This proposal includes three (3) in-Person-Trips to project location or local office of client.

Project Cost Estimates

This Scope of Services does not include estimates of construction cost. The Lunz Group will provide documents for others to prepare cost estimates. We recommend that the Client engage a professional Cost Estimator or General Contractor familiar with current local construction industry prices that can, on behalf of the Client, test the cost of the design at the end of the various design phases. While we will endeavor to provide our design services for the project to meet the budgetary requirements set forth by the Client, it is to be recognized that neither the Client nor The Lunz Group has control over the cost of labor, materials or equipment, over the General Contractor's methods of determining bid prices, or over the current competitive bidding, market, or negotiating conditions. The Lunz Group shall be entitled to rely upon the accuracy and completeness of cost estimates prepared by others. This Scope of Services is not based on a fixed limit of construction cost unless The Lunz Group is permitted to include contingencies and determine project scope, systems, and materials to be included in construction documents.

Qualifications

The following items are qualifications to the proposal outlined above.

- The Lunz Group, at its option, will utilize REVIT or AutoCAD software for drawings. For Specifications and Finish Schedules, The Lunz Group may use any or all of the following software: Excel, Word, Studio Designer, InDesign or AutoCAD. We will provide design documents based on a mutually agreed program, schedule and budget for the project. All consultants working with The Lunz Group will adhere to The Lunz Groups BIM Execution Plan.

Additional Services

The following items are services that are additional to the proposal outlined above. These services will only be provided if requested by the Client and will be billed at the hourly rates noted herein.

- Dimensional Survey of Existing Field Conditions.
- Existing Conditions Survey.
- Demolition documents.
- Change Orders, Change Directives or revisions to the design and construction documents after previous Client approvals.
- Value engineering and modification to design and construction documents and specifications requiring preparation of design and construction documents for alternate pricing or re-pricing.
- Preparation of Construction Documents for more than one (1) Alternates.
- Additional submission packages exceeding the number specified in our basic services.
- Detailed Cost Analysis of the Project.
- Attendance at multiple Pre-Bid Conferences
- Field visits and Construction Phase Services or providing scheduled periodic representation in the field during construction beyond that stipulated in our basic services.
- Substantial Completion Inspections in excess of one inspection.
- Final Completion Inspections in excess of one inspection.
- Services in connection with the activities of separate construction contractors.

Attachment A
Scope Of Services

Polk County NWRWWTF Improvements
November 15, 2024
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- On-Site Observation.
- Professional services due to default of the Client's consultants, other design professionals, General Contractor or by major defects in the work.
- Coordination with Governmental Authorities.
- Submissions for Government approval other than for building permit.
- Review and approval of proposed alternates or substitutes.
- Coordination and review of the Client's other consultants' drawings and specifications requiring adjustments and modifications to The Lunz Group's documents.
- Multiple Reviews of Shop Drawings and Submittals beyond those stipulated in our basic services.
- Civil Engineering Services.
- Geotech Engineering Services.
- MEP Engineering Services.
- Structural Engineering Services.
- Acoustical Design Services.
- Lighting Design Services.
- Building Commissioning Services.
- Renderings and Models beyond those stipulated in our basic services.
- Electronic Modeling (walkthroughs and fly-bys).
- Wind Analysis.
- Life Cycle Analysis.
- Tenant Design Criteria
- Planning and design of tenant or rental spaces.
- Lease Plans.
- Marketing / Leasing Brochures.
- Record Drawings prepared from the General Contractor's as-built drawings upon completion of project.
- Meeting time beyond that stipulated in our basic services.
- Enhanced clash detection to help with model coordination before construction phase.
- BIM Model with LOD higher than 300

Client's Responsibilities

Prior to commencement of the work, the Client shall furnish to The Lunz Group full information as to their design requirements, operational standards and guidelines, preliminary program, project schedule, total budget broken down for all areas, and all such information which shall be pertinent to the creation and carrying out of the project's design intent.

The Client shall designate a single representative authorized to act in the Client's behalf who shall make decisions with respect to the project. The Client, or such authorized representative, shall examine the design documents submitted by The Lunz Group and shall render decisions pertaining thereto promptly, to avoid unreasonable delay in the process of The Lunz Group's design services.

The Lunz Group shall provide information and specifications for products and their manufacturer, sufficient to convey design intent. However, The Lunz Group will not bear any liability, should the Client choose to have the product made by a third party. It is the sole responsibility of the Client not to infringe on any copyright, trademark or design-right of the original manufacturer specified.

Client warrants that in transmitting existing documents prepared by other designers or design professionals, or any other information, Client is the copyright owner of such information or has permission from the copyright owner to transmit such information for its use on the Project.

End Of Scope of Services

Attachment B

Standard Terms and Conditions

Polk County Northwest Regional Wastewater Treatment Facility (NRRWWTF) Improvements

Carollo Engineers

November 15, 2024

Standard of Care

The Architect shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

Existing Conditions

To the extent that any portion of this project involves the remodeling, rehabilitation of or tie-in with an existing structure, the Owner shall furnish, at the Owner's expense, all information, requirements, reports, data, and instructions required by this Agreement. The Architect may use such information, requirements, reports, data, surveys, and instructions in performing its services and is entitled to rely upon the accuracy and completeness thereof, subject to the limitations contained within such documentation, in addition to its own visual observation of the existing structure. The Architect cannot be held responsible for errors in reports or existing conditions in documents or reports that were not prepared by Architect or its consultants, which cannot be visually/physically verified. The Architect shall notify the Owner of any materially significant assumption it is making within its design which conflicts with information provided by the Owner. Furthermore, to the extent that any portion of this project involves the remodeling, rehabilitation of or tie-in with an existing structure, and there is any concern about mold, moisture or mildew, the Owner shall authorize Architect to retain moisture and mold consultant(s) as additional services as may be reasonably required for the discovery, evaluation and remediation of existing water intrusion, moisture and/or mold conditions.

Design Contingency

The Client acknowledges that additional costs may result due to the imperfect nature of the design and construction process and that the final design cost and/or construction cost of the project may exceed the design budget and/or construction budget. The Client should prepare and plan for clarification and modifications which may impact both the cost and schedule of the project. Therefore, Client agrees to set aside a reserve in the amount of five percent (5%) of the Cost of the Work (as defined in AIA Documents B101-2017 and B103-2017) as a design contingency to be used, as needed, to pay for any such increased costs and changes. The Client agrees to make no claim against the Architect for any increased cost within this contingency amount. If costs due to changes resulting from design errors, omissions, inconsistencies, or incompleteness exceed the contingency, then the Architect shall be responsible for such costs incurred by Client but only to the extent caused by Architect's negligent performance. Cost increases as a result of Client requests made after Construction Documents are issued for permit, changes in governmental agency requirements after previous approval, or unforeseen conditions are not costs due to errors, omissions, or inconsistencies. In no event shall the Architect be responsible for direct costs that Client would have incurred in the construction contract but for Architect's error or omission.

Cost Estimating

Estimating is not included as a service on this project. Evaluations of the Owner's Project budget, the preliminary estimate of Construction Cost and detailed estimates of Construction Cost, if any, prepared by the Architect, represent the Architect's judgment as an Architect familiar with the construction industry. It is recognized, however, that neither the Architect nor the Owner has control over the cost of labor, materials or equipment, over the Contractor's methods of determining bid prices, or over competitive bidding, market or negotiation conditions. Accordingly, the Architect cannot and does not warrant or represent that bids or negotiated prices will not vary from the Owner's Project budget or from any estimate of Construction Cost or evaluation prepared or agreed to by the Architect.

BIM

All models will be modeled at a level of detail of LOD 300. Basic interference check "clash detection" will be included in base scope and fee. Any additional LOD level and/or interference check will result in an additional service.

Additional Services

Company and its consultants will provide additional services when requested by the Client on a Lump Sum basis as mutually agreed by the Client and Company or, in the absence thereof, on an hourly basis, either according to the Hourly Rate Schedule included in this Agreement or, in the absence thereof, at Company's then current standard hourly billing rates. Directed changes to items previously approved will be considered Additional Services. Additional services shall not be performed prior to receipt of written authorization from the Client to proceed.

Company Insurance

Company will maintain commercial general liability, automobile liability, workers compensation and employee liability insurance reasonably necessary in connection with Company's performance of its services, and professional liability insurance with a coverage limit of not less than \$5 million per claim and annual aggregate while providing services for this Project and for three years thereafter.

Instruments of Service

The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and shall retain all common law, statutory and other reserved rights, including copyrights. Submission or distribution of Instruments of Service to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication in derogation of the reserved rights of the Architect and the Architect's consultants.

Documents prepared by the Architect for this Project are intended for use solely with respect to this Project and Architect shall retain all rights, including ownership and copyright. Provided Client remains current in its payment obligations to Architect, Client is granted a non-exclusive license to use, copy and reproduce documents in connection with the construction, repair, maintenance, use and occupancy

Attachment B

STANDARD TERMS AND CONDITIONS

Polk County Northwest Regional Wastewater Treatment Facility (NWRWWTF) Improvements

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of, and publicity for, this Project. Other uses shall be negotiated separately. Architect reserves the right to photograph the Project and to be identified as designers of the Project in all Project marketing materials.

If the Client, or anyone for whom the Client is contractually responsible, makes or permits to be made any changes to the construction documents prepared by the Architect and its sub-consultants without obtaining the Architect's prior written consent, the Client shall assume full responsibility for the consequences of the unauthorized changes, waives any claim against the Architect and its sub-consultants, and releases the Architect and its sub-consultants from any liability arising directly or indirectly from such changes. The Architect shall not be liable to the Client for any incidental, indirect or consequential damages related to the project or this Agreement, which shall include, but not be limited to, loss of use, loss of profit, loss of business or income or any other consequential damages incurred by the Client.

Claims And Disputes

The Client shall promptly report to the Architect any known or suspected defects in the Architect's services. The Client agrees to impose a similar requirement on all others under Client's control and shall require all subcontracts at any level to contain a similar requirement. Failure by the Client or those for whom Client is responsible to notify the Architect shall relieve the Architect of the costs of remedying the defect above the sum the remedy would have cost if prompt notification was given when the defect was first discovered.

Any claim, dispute or other matter in question arising out of or related to this Agreement or Project shall be subject to non-binding mediation as a condition precedent to commencing any legal action or lawsuit.

Dispute Resolution

This Agreement shall be governed by the law of the place where the Project is located, excluding that jurisdiction's choice of law rules. The Owner and Architect shall commence all claims and causes of action against the other and arising out of or related to this Agreement, whether in contract, tort, or otherwise, in accordance with the requirements of the binding dispute resolution method selected in this Agreement and within the period specified by applicable law, but in any case, not more than 10 years after the date of Substantial Completion of the Work. The Owner and Architect waive all claims and causes of action not commenced in accordance with this proposal.

Waiver of Consequential Damages

The Architect and Owner waive consequential damages for claims, disputes, or other matters in question, arising out of or relating to this Agreement. Consequential damages include, but are not limited to, loss of use and loss of profit, loss of business, loss of income, loss of reputation or any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict or implied warranty. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement.

Assignment

Neither Architect nor Client shall assign this agreement without written consent of the other party, not to be unreasonably withheld. Notwithstanding the foregoing, Architect has the right to assign this agreement to an affiliate of Architect without the consent of the Client.

Termination

Time limits established by this Agreement shall not, except for reasonable cause, be exceeded by the Client or Architect. Reasonable cause shall expressly include but is not limited to a pandemic or other similarly serious illness, disease, epidemic, or public health issue, market conditions, equipment lead times, and any orders, advisories, restrictions, or directives of any public or governmental agencies or officials with respect thereto that impact the Client's or Architect's ability to perform its obligations under this Agreement; and any unavoidable cause beyond Architect's control. In the case of reasonable cause, the affected party's time for performance shall be equitably adjusted and Architect's compensation shall be equitably adjusted.

If the Owner fails to make payments to the Architect within forty-five (45) days, such failure shall be considered substantial nonperformance and cause for termination or, at the Architect's option, cause for suspension of performance of services under this Agreement. If the Architect elects to suspend services, the Architect shall give seven days' written notice to the Owner before suspending services. In the event of a suspension of services, the Architect shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services. Before resuming services, the Owner shall pay the Architect all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted. Should the Owner fail to cure the breach following a suspension, Architect may terminate this Agreement upon an additional seven (7) days' notice.

If the Owner suspends the Project, the Architect shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the Architect shall be compensated for expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

Either party may terminate this Agreement upon not less than seven (7) days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

Hazardous Materials

Definition of Hazardous Materials. As used in this Agreement, the term "hazardous materials" shall mean any substances, including but not limited to asbestos, toxic or hazardous waste, PCBs, combustible gases and materials, petroleum or radioactive materials (as each of these is defined in applicable federal statutes), bacteria, fungus, mold, or any other substances under any conditions and in such quantities as would pose a substantial danger to persons or property exposed to such substances at or near the Project site (hereinafter collectively referred to as "hazardous materials").

Hazardous Materials - Suspension of Services. Both parties acknowledge that the Architect's scope of services does not include any services related to the presence of any hazardous materials. In the event the Architect or any other party encounters any hazardous materials, or should it become known to the Architect that such materials may be present on or about the jobsite or any adjacent areas that may affect the performance of the Architect's services, the Architect may, at its option and without liability for consequential or any other damages, suspend performance of its services under this Agreement until the Owner retains appropriate consultants or contractors to identify and abate or remove the hazardous or

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STANDARD TERMS AND CONDITIONS

Polk County Northwest Regional Wastewater Treatment Facility (NWRWWTF) Improvements

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toxic materials and warrants that the jobsite is in full compliance with all applicable laws and regulations. Architect shall not be responsible for locating or abating any hazardous materials.

Hazardous Materials Indemnity. The Owner agrees, notwithstanding any other provision of this Agreement, to the fullest extent permitted by law, to indemnify and hold harmless the Architect, its officers, partners, employees and consultants (collectively, "Architect Indemnitees") from and against any and all claims, suits, demands, liabilities, losses, damages or costs, including reasonable attorneys' fees and defense costs arising out of or in any way connected with the detection, presence, handling, removal, abatement, or disposal of any hazardous materials that exist on, about or adjacent to the Project site, whether liability arises under breach of contract or warranty, tort, including negligence, strict liability or statutory liability or any other cause of action, except for the sole negligence or willful misconduct of the Architect Indemnitees.

Waiver of Claims for Hazardous Materials. In consideration of the substantial risks to the Architect in rendering its services in connection with the Project due to the potential presence or suspected presence of hazardous materials as defined herein, at or near the jobsite, the Owner agrees to make no claim and hereby waives, to the fullest extent permitted by law, any claim or cause of action of any kind, including but not limited to negligence, breach of contract or warranty, either express or implied, strict liability or any other causes, against the Architect, its officers, directors, partners, employees or subconsultants, which may arise out of or may in any way be connected to the presence of such hazardous materials.

Publicity Acknowledgement

The Architect shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials. The Architect shall be given reasonable access to the completed Project to make such representations. However, the Architect's materials shall not include the Owner's confidential or proprietary information if the Owner has previously advised the Architect in writing of the specific information considered by the Owner to be confidential or proprietary. The Owner shall provide professional credit for the Architect in the Owner's promotional materials for the Project.

Indemnification

With regard to the professional services performed and to be performed hereunder by or through the Architect, Architect agrees, to the fullest extent permitted by law, to indemnify and hold the Owner harmless from any damage, liability, or cost (including reasonable attorneys' fees and costs of defense) to the proportionate extent that Claims are caused by Architect's negligent services or willful misconduct. The indemnity obligations provided under this section shall only apply to the extent such Claims are determined by a court of competent jurisdiction or arbitrator to have been caused by the negligence or willful misconduct of Architect. These indemnity obligations shall not apply to the extent said Claims arise out of, pertain to, or relate to the negligence of Owner or Owner's other agents, other servants, or other independent contractors, including the contractor, subcontractors of contractor or other consultants of Owner, or others who are directly responsible to Owner, or for defects in design or construction furnished by those persons; and

With regard to any acts or omissions of the Architect in connection with this Agreement which do not comprise professional services, the Architect further agrees to indemnify, defend and hold harmless the Owner from and against any and all claims, demand actions, causes of action, losses, liabilities, costs, reasonable attorneys' fees and

litigation expenses (all of the foregoing being hereinafter individually and collectively called "claims") provided that any such claim is attributable to bodily injury, death, or property damage suffered or incurred by, or asserted against, the Indemnified Parties to the extent, but only to the extent, that the claims are the result of any negligent act or omission by the Architect, its consultants or subconsultants or anyone for whom the Architect is responsible under this agreement, excluding, however, bodily injury, death or property damage arising out of the rendering or failure to render any professional services by the Architect (which is covered by Section 9.10.A.1 above).

The Owner agrees, to the fullest extent permitted by law, to indemnify and hold Architect harmless from any damage, liability, or cost (including reasonable attorneys' fees and costs of defense) to the extent caused by the Owner's willful misconduct or gross negligent acts, errors, or omissions.

Neither Owner nor Architect shall be obligated to indemnify the other party in any manner whatsoever for the other party's own gross negligence or willful misconduct.

Limitation of Liability

In recognition of the relative risks and benefits of the Project to both the Owner and the Architect, the risks have been allocated such that the Owner agrees, to the fullest extent permitted by law, to limit the liability of the Architect to the Owner for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorneys' fees and costs and expert-witness fees and costs, so that the total aggregate liability of the Architect to the Owner shall not exceed the Architect's insurance coverage available at the time of settlement or judgment. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, except for acts of willful misconduct or unless otherwise prohibited by law.

While the Architect shall be liable for its gross negligent acts and errors, the Architect and the Owner hereby agree as follows regarding the Architect's liability arising out of or relating to this Agreement and/or the Project to which it relates: (i) in relation to any negligent omissions by the Architect, the Architect's liability shall be limited to the cost, expenses or damages suffered or incurred by the Client as a result or consequence of any such negligent omissions, but in no event shall the Architect be liable for the cost of the labor, equipment, services or materials which the Architect negligently omitted which, if they had not been omitted, would have been included in the Project and paid for by the Client in any event; and (ii) in relation to both the provisions of "(i)" just preceding this clause, and in relation to any and all other claims for losses, expenses, costs, liabilities and damages of any kind whatsoever for which the Architect may otherwise be liable, the Client agrees that the maximum amount for which the Architect may be responsible or liable is the Architect's fees in relation to this Project.

Should the Client to decide to move forward with the project without engaging the Architect to perform Construction Phase Services, Owner waives all claims against Architect related to the use of the Instruments of Service and will defend, indemnify, and hold harmless the Architect for any claims, liabilities or damages arising out of or related to the use of the Instruments of Service.

Attachment B

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Polk County Northwest Regional Wastewater Treatment Facility (NWRWWTF) Improvements

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Miscellaneous

For purposes of this Agreement, Architect is an independent contractor. Nothing in this Agreement shall be construed as creating an employer-employee relationship, an agency relationship, or a fiduciary relationship between Architect and the Client, or as creating a partnership, a joint venture, a corporation, or any other manner of business association or corporate entity of any kind among the Parties.

The Client shall provide and timely supplement the Architect with all agreements, which may relate to or affect the project's programming, design, construction and/or administration prior to the Architect beginning any professional service, or at the time an agreement becomes available.

Client agrees that any self-performed work will not interfere with the Architect's services or affect the Architect's standard of care. The Client shall timely coordinate all self-performed work to allow the Architect's services to proceed as agreed. Client's failure to coordinate its work, timely act, and/or timely disclose all material information related to the project may constitute substantial non-performance under this Agreement. During the Construction Phase the Client acknowledges and agrees to accept all Client directed/ performed deviations from the Contract Documents, as noted by the Architect. Further the Client agrees to indemnify and hold Architect harmless for any claim, damage, or expense resulting from these deviations.

The Client shall cooperate fully with the Architect, to proceed with the project on the basis of trust and good faith, and to perform its responsibilities, obligations and work in a manner that allows the Architect to timely and efficiently perform its services.

Architect shall not be required to sign and/or stamp construction documents or permit sets, or provide the Client with Architect's final deliverables, until Architect has received the Client's written acceptance of Architect's proposal, of which these Terms and Conditions are a part, or the parties have executed another form of agreement in lieu of such proposal. The Client shall coordinate Architect's duties and responsibilities set forth in the contract for construction with Architect's services set forth in these Terms and Conditions. The Client shall provide Architect a copy of the executed agreement between the Client and contractor.

If the services covered by this Agreement have not been completed within nine (9) months of the date hereof, through no fault of Company, extension of Company's services beyond that time shall be considered an additional service.

Pursuant to Florida Statutes Section §558.0035 (2013), an individual employee or agent of The Lunz Group (Architect) may not be held individually liable for negligence.

End of Terms and Conditions



March 12, 2025

Ms. Amanda Bauner, PE, ENV SP
Vice President
Carollo Engineers, Inc.
200 E Robinson Street, Suite 1400
Orlando, FL 32801

Re: Engineering Services for Improvements at the Northwest Regional Wastewater Treatment Facility (NWRWWTF)
Polk County, Florida

Dear Ms. Bauner:

We are pleased to submit our proposal for electrical engineering services including electrical design for the above project. It is our understanding that the NWRWWTF is a 3.0 mgd 3MRAF Type I, MLE process domestic wastewater treatment plant. The NWRWWTF operates under permit number FLA178667 issued by the FDEP. The facility's treatment components include headworks with three divided flow channels. These channels feature two mechanical bar screens and a manual bar screen for bypass. Screening is followed by two grit removal systems each with a capacity of 7.5 mgd. Additionally, an odor control system is integrated into the headworks.

The biological treatment process is carried out in three two-stage oxidation ditches, which include both anoxic and aerobic zones and have a combined volume of 2.3 MG. The NWRWWTF also has three clarifiers, including two 61.5-foot diameter units and one 85-foot diameter unit, and two traveling bridge filters. Disinfection is achieved through two chlorine contact chambers with a combined volume of 150,000 gallons, utilizing an ammonium sulfate injection system and a sodium hypochlorite disinfection system.

The facility includes two sludge digester tanks with a total volume of 641,000 gallons, a concrete pad for a mobile sludge dewatering unit, a vacuum truck receiving area, and piping designed to redirect centrate back to the headworks. The plant is engineered for advanced secondary treatment with high-level disinfection.

In 2017, the County completed the construction of a 1.5 mgd ASR system, which received its permit from the FDEP's Underground Injection Control (UIC) Department in 2018. In that same year, PCU installed a new reuse high service pump station, upgraded the effluent transfer pumps, and expanded the piping for the ASR well.

For reclaimed water storage, the facility has four GSTs with a total capacity of 23 MG, including one 3.0 MG GST, two 4.0 MG GSTs, and one 12.0 MG GST. Additionally, two 2.0 MG GSTs provide 4.0 MG of storage for water not meeting public access reuse standards. During reject

events, water that falls below the standard for public access reuse is diverted to these designated GSTs and subsequently rerouted to the headworks for retreatment.

The County has requested that the Consultant provide engineering services in support of the Project. The County identified noted several deficiencies at the NWRWWTF. The County desires to plan for capital improvements to correct those deficiencies. Recommended improvements for the NWRWWTF were included in both the Conceptual Improvements to NWRWWTF and SWRWWTF report (March 2024) and the Polk County Utilities Biosolids Dewatering Alternatives report (December 2022).

This project will include preliminary design, final design, permitting assistance, and bid services for the following improvements at the NWRWWTF:

- Construct a permanent dewatering facility. Preliminary design will include an evaluation of dewatering process alternatives.
- Replace existing traveling bridge filters with deep bed filters, or construct a membrane filtration system (contingent upon PCU's decision after the MBR evaluation). The internals of the existing traveling bridge filters at the NWRWWTF are no longer being supported by the manufacturer. PCU desires to replace the existing filters with reliable technology. Preliminary design will include an evaluation of membrane bioreactors (MBR) as a treatment alternative to deep bed filters.

EDA's scope is based on (cost estimating for this proposal is BY OTHERS and it is assumed only one electrical building/room will be provided):

Phase 100 – Project Management and Administration

Task 101 – Project Management

1. EDA shall coordinate with Carollo in the overall management of the Project including contract administration, budget management, invoicing, monthly status reports, scheduling, and coordination with the County as it relates to Electrical.

Task 102 – Kick-off Meeting and Review Meetings

1. EDA will attend one kickoff meeting with the County.
2. EDA will attend a standardization workshop with the County and the SWRFFWWTF design consultant, to coordinate standardizing equipment between the NWRFFWWTF and SWRFFWWTF.

3. EDA will participate in the following review meetings following submittal of each design deliverable package to the County. At this workshop, comments from County staff on the draft TM will be discussed.
 - a. 30% (Preliminary) Design Review Workshops.
 - b. 60% Design Review Workshops.
 - c. 90% Design Review Workshops.

For each design deliverable, the design workshops will have electrical and instrumentation and controls (I&C) as a separate meeting from the remainder of the design. When possible, these two meetings will be scheduled one after the other to optimize the County's schedules.

Phase 200 – Support Services (BY OTHERS)

Phase 300 – Preliminary Design

Task 301 – Data Collection / Site Visits

1. EDA will request and review available data including one site visit to review existing site conditions and gather information for the areas within this project.

Task 302 – Evaluate Dewatering Process Alternatives

1. EDA will support Carollo to evaluate dewatering process alternatives, including screw presses and centrifuges. A technical memo will summarize this comparison and will include building footprint comparisons. Cost estimates (Engineer's Opinion of Probable Construction Cost Class 4) for each process alternative will be developed for both capital and operational costs, taking into account using screw presses supplied from another County WWTF.

Task 303 – Compare Deep Bed Filters and MBR

1. EDA will support Carollo to compare deep bed filters to an MBR system at the NWRWWTF. A technical memo will summarize this comparison and will include site plan layouts and capital and operational cost estimates (Engineer's Opinion of Probable Construction Cost Class 4) for each process.

Task 304 – Site Electrical Assessment

1. Based on the existing record drawings, it appears that the electrical distribution may have issues with EPA's Reliability Criteria Class 1 requirements (specifically paragraphs 234.1, 234.2, 237 and 238). EDA will provide a technical memo that will summarize a review of the overall electrical distribution including major equipment to address the addition of new loads associated with this project.

Task 305 – Assistance with Procuring CMAR Services

1. EDA will support Carollo and the County to procure the services of a pre-qualified Construction Manager At Risk (CMAR) firm for this project. Assistance will include responding to RFIs, questions and issuing clarifications regarding the 30% design documents. No value engineering services or reviews are included within this scope of services.

Task 306 – Major Equipment Selection

1. EDA will support Carollo to identify the major equipment for the project based on the selected treatment process and the project delivery method. The major equipment items selected may include fine screens, MBR equipment, dewatering equipment, and electrical gear.
2. The County may also decide to pre-select major equipment to enhance the design, as well to reduce the overall Project schedule with respect to equipment bidding, manufacturing and delivery. The Consultant will provide coordination for the preliminary steps associated with equipment pre-selection, including meetings and guidance on which equipment items should be pre-selected.
3. EDA will support Carollo to coordinate with manufacturers regarding potential equipment for pre-selection, including preliminary terms and conditions, design package requirements, site visits, fabrication and delivery schedules, qualifications, and existing installations.
4. EDA will support Carollo to prepare a technical memo to summarize the major equipment identification, pre-selection strategies and requirements.

Task 307 – Preliminary Design Report

1. EDA will support Carollo in the preparation of a Preliminary Design Report for the Project. The PDR will be used for initiating the permits as discussed in Phase 500 below.
2. A 30% design baseline schedule and a Class 4 Engineer's Opinion of Probable Construction Cost (EOPCC) will be included in the preliminary design report.

Phase 400 – Final Design**Task 401 – Membrane System Supplier (MSS) Procurement**

The Membrane System Supplier (MSS) Procurement will be a multiple step process. EDA will support Carollo to complete the following steps:

1. Finalize the shortlist of prospective MSS proposers, recommendation documented in a Technical Memorandum (this effort was begun under a previous work authorization)

2. Development of process criteria and minimum qualifications for the prospective MSSs and determine selection criteria (low bid and/or best value selection).
3. Develop technical specifications and drawings for the procurement documents for use by the CMAR.
4. Coordinate with the CMAR so they can issue the procurement documents for bidding and evaluation by the County.
5. Review the proposals and recommend an MSS to supply the MBR equipment for the project.
6. Review the shop drawings from the MSS for consistency with the design intent, and to coordinate design elements and requirements with the CMAR.

401.1 – Refine Process Criteria for MBR Procurement Documents

The Consultant will continue to refine the criteria for the MBR procurement documents based on input from the County and the CMAR. The Consultant will evaluate MBR process performance at other installations that can be applied to the NWRWWTF. These criteria will assist in evaluating MBR equipment and the MSS selection.

401.2 – Develop Draft MSS Procurement Documents

The Consultant will assist in the preparation of the draft MBR procurement documents, including technical specifications and drawings. These documents will be coordinated closely with the County and the CMAR for schedule adherence.

401.3 – Request for Proposals

The Consultant will assist the County in the preparation of the Request for Proposal (RFP) for the MSS. These documents will include the requirements for the evaluation and selection of the MSS and will include close coordination with both the County and the CMAR.

401.4 – Final MSS Selection/Meetings with County and CMAR

The Consultant will assist the County in the final selection of the MSS. This effort will include meetings to evaluate costs (capital and O&M), constructability, equipment warranties, and other requested items.

401.5 - Coordination with the Membrane System Supplier (MSS)

The Consultant will coordinate with the MSS supplier to finalize the scope of supply and equipment requirements and refine the design drawings/technical specifications at each stage of the project.

401.6 - Shop Drawing Submittal Review

Review the shop drawing submittals and other information provided by the selected MSS. It is anticipated that two rounds of submittal reviews will be required and will include mechanical, structural, electrical, and instrumentation coordination. This will also include coordination meetings with the MSS and the CMAR.

401.7 - Meetings and Quality Control

The Consultant will hold workshops and meetings with County operating staff, the selected MSS, and the CMAR. Meetings on the following topics are anticipated:

1. Process criteria development.
2. Control system architecture.
3. Draft MBR procurement documents.
4. RFQ/ITB review.
5. Proposal evaluation review.
6. Shop drawings review.
7. Coordination with the MSS.
8. Coordination for the assignment of the MSS supplier contract to the CMAR.
9. Negotiations between the County, MSS, and the CMAR.

Task 402 – 60% Design Documents

EDA will prepare and submit 60% design electrical documents consisting of the following:

- Design drawings consisting of one (1) electronic copy in Portable Document Format;
- Technical specifications (Division 16) consisting of one (1) electronic copy in Portable Document Format.

See the preliminary list of 50 drawings to be included in the overall final design task below.

ELECTRICAL:

00-E01	Electrical Notes, Symbols and Abbreviations
00-E02	Electrical Site Plan
01-E01	Partial Electrical Site Plan 1
01-E02	Partial Electrical Site Plan 2
01-E03	Partial Electrical Site Plan 3
01-E04	Partial Electrical Site Plan 4
02-E01	Duct Bank Sections 1
02-E02	Duct Bank Sections 2
03-E01	Existing Single Line Diagram 1 - Demolition
03-E02	Existing Single Line Diagram 2 - Demolition
03-E03	480V Switchgear Single Line Diagram
03-E04	MCC A Single Line Diagram
03-E05	MCC B Single Line Diagram

03-E06	MCC C Single Line Diagram
03-E07	MCC D Single Line Diagram
03-E08	MCC E Single Line Diagram
03-E09	MCC F Single Line Diagram
03-E10	Switchgear Front Elevation
03-E11	MCC A & B Front Elevations
03-E12	MCC C & D Front Elevations
03-E13	MCC E & F Front Elevations
04-E01	Elementary Control Diagrams - 1
04-E02	Elementary Control Diagrams - 2
04-E03	Elementary Control Diagrams - 3
04-E04	Riser Diagrams -1
04-E05	Riser Diagrams -2
04-E06	Panelboard Schedules - 1
04-E07	Panelboard Schedules - 2
10-E01	Headworks Lower Power and Control Plan
10-E02	Headworks Top Power and Control Plan
30-E01	MBR Lower Power and Control Plan
30-E02	MBR Top Power and Control Plan
30-E03	MBR Lower Lighting, Receptacle, and Grounding Plan
30-E04	MBR Top Lighting, Receptacle, and Grounding Plan
80-E01	Biosolids Building Power and Control Plan 1
80-E02	Biosolids Building Power and Control Plan 2
80-E03	Polymer Storage and Feed System Power and Control Plan
85-E01	Biosolids Electrical Building Underground Power and Control Plan
85-E02	Biosolids Electrical Building Exposed Power and Control Plan
85-E03	Biosolids Electrical Building Lighting, Receptacle, and Grounding Plan
90-E01	Electrical/Generator Building Demolition Plan
90-E02	Electrical/Generator Building Lighting, Receptacle and Grounding Plan
90-E03	Electrical/Generator Building Power Plan
90-E04	Existing MCC 101 & 102 Building - Demolition
90-E05	Existing MCC 101 & 102 Building – Modifications
90-E06	Existing MCC 104 Building - Demolition
90-E07	Existing MCC 104 Building – Modifications
99-E01	Typical Details 1
99-E02	Typical Details 2
99-E03	Typical Details 3

The County and CMAR will review the 60% design documents and will provide written comments and drawing markups to the Consultant. Following the 60% design review workshops, EDA will attend the meeting, and all electrical comments received from the County and CMAR will be responded to in writing.

Task 403 – 90% Design Documents for CMAR Review and Pricing

Based on the review comments received from the County and CMAR for the 60% design submittal, EDA will prepare and submit 90% design electrical documents consisting of the following:

- Design drawings consisting of one (1) electronic copy in Portable Document Format;
- Technical specifications (Division 16) consisting of one (1) electronic copy in Portable Document Format.

The County and CMAR will review the 90% design documents and will provide written comments and drawing markups to the Consultant. Following the 90% design review workshops, EDA will attend the meeting, and all electrical comments received from the County and CMAR will be responded to in writing.

Task 404 – 100% Design Documents

Based on the review comments received from the County and CMAR for the 90% design submittal, EDA will prepare and submit 100% design electrical documents consisting of the following:

- Design drawings consisting of one (1) electronic copy in Portable Document Format;
- Technical specifications (Division 16) consisting of one (1) electronic copy in Portable Document Format.

Phase 500 – Permitting Services (BY OTHERS)

Phase 600 – CMAR Coordination

It is the County's intent to deliver the project using the Construction Manager at Risk (CMAR) delivery method. The CMAR will be contracted to provide pre-construction phase [Design Phase] services with input and coordination from the Consultant. The Consultant will coordinate with the CMAR on the following CMAR scope items:

1. Develop and update a detailed "open book" cost model based on current market conditions to confirm budgets and help guide design decisions.
2. Develop a construction management plan and schedule in advance of construction with input from the Consultant.
3. Provide alternative system evaluation and constructability reviews in coordination with the Consultant and the County.
4. Develop long-lead procurement strategies and potentially initiate early procurement of long-lead items.
5. Assist in the permitting process.
6. Provide procurement services for selection of key subcontractors and suppliers.
7. Develop construction estimates and a guaranteed maximum price (GMP) for construction for County review and consideration.

Assuming the County's acceptance of the GMP, the CMAR will then provide all services required of a general contractor, including self-performance and subcontractor procurement and management, during subsequent construction and post-construction phases of the project.

The relationship between the CMAR and Consultant is intended to be collaborative, with both participating as advisors to the County during the pre-construction phase [Design Phase]. It is the County's desire to incorporate a contractor's perspective and input to the project planning and design decisions, and to leverage the ability for early procurement and phased construction prior to full completion of design.

The following tasks define the specific efforts to be performed and completed by the Consultant during the pre-construction phase [Design Phase] of the project.

Task 601 – Draft CMAR Pre-construction Contract Development

EDA will support Carollo to coordinate with the County to provide input and review of the CMAR Pre-Construction Phase contract.

Task 602 – Cost Model and GMP Review and Validation

EDA will support Carollo to coordinate with the CMAR and the County to provide input and information on equipment and other major capital cost items throughout the design phase. The Consultant will review and validate the initial cost model (post-30% design submittal) and subsequent cost model updates (based on 60% and 90% design submittals) developed by the CMAR. Cost validation activities will include a review and verification of direct and indirect costs, CMAR fee and CMAR contingency; review/audit supplier and subcontractor quotes and request supplemental quotes, as necessary; compare costs with other applicable projects; and perform review of risk analysis model and/or cost contingencies developed by the CMAR. Indirect costs included in the CMAR cost model will include applicable general conditions and general requirements, bonds, insurance and sales tax.

Using the cost models and GMP(s) as the basis for the total construction cost(s), the Consultant coordinate with the County regarding additional County administrative costs, engineering fees, construction administration and inspection fees, and (if applicable) County contingency to develop a Total Project Cost Estimate (TPCE).

Task 03 - Early Procurement Activities

EDA will support Carollo to coordinate with the CMAR and the County to develop an equipment and materials procurement plan, including identification of items to be selected and/or procured early based on "best value" and/or low-bid strategies, and define the parameters associated with "best value" selection as applicable. Those items and design packages selected for early procurement will also identify the acceptable manufacturers and associated Bid Documents requirements.

EDA will support Carollo to coordinate with the CMAR and the County to develop multiple packages of the applicable front-end documents (Divisions 0 and 1), technical specifications (Divisions 2 through 17), and supporting design drawings for early procurement of major long-lead equipment items with the specific acceptable manufacturers. The Consultant will coordinate

with the CMAR as part of the bidding process and prepare addenda. The Consultant will assist the County and the CMAR with review of the supplier proposals and bid packages and the subsequent selection process.

It is assumed that the CMAR shall be responsible for the packaging of front-end documents, technical specifications, and applicable design drawings developed by the Consultant; submittal of packages to applicable manufacturers and/or vendors; coordination of vendor proposals; pre-selection of equipment and appurtenances (with the County and the Consultant input); delivery of detailed design criteria and documents of selected equipment to the Consultant for further use and incorporation into detailed design documents; and coordination of delivery, storage, installation, startup, and payment of procured items accordingly.

Task 604 – General CMAR Coordination

In addition to Tasks 602 and 603 efforts above, general coordination with CMAR during the pre-construction phase [Design Phase] will include, but not necessarily be limited to:

1. Coordination with the County regarding development of the CMAR Construction and/or Post-Construction Phase contract and applicable County front-end documents and Consultant's Division 1 specifications.
2. Meeting with and soliciting input from the CMAR during design development as appropriate.
3. Providing input to construction management plan and schedule development.
4. Evaluating alternative systems and materials proposed or suggested by the CMAR.
5. Responding to constructability review comments.
6. Providing input to MOPO plan and schedule.
7. Attending subcontractor pre-selection meetings conducted by CMAR as appropriate.

NOTE: Should the County be unable or unwilling to accept the CMAR GMP and instead decide to procure and deliver the project using a traditional "design-bid-build" delivery method, subsequent modifications to the front-end documents, technical specifications, and associated design drawings specifically applicable to the CMAR delivery method will be handled under the Owners' Contingency or Supplemental Services, if desired by the County.


In addition, additional services for bidding, including preparation of Bid Document sets, participation on a pre-bid conference, responding to Bidder questions, preparing applicable addenda, attendance at the Bid opening, assistance in evaluation of Bids, and participation in a pre-construction conference with the selected General Contractor will also be handled under the Owners Contingency or Supplemental Services, if desired by the County.

Our scope of services shall include the electrical engineering services associated with the proposed design services. All mechanical engineering, including but not limited to HVAC, Plumbing, Fuel, Process, Instrumentation, etc., to be completed by others. All design services are

2D AutoCAD produced on EDA servers/systems with 2D base files provided by Carollo. Services not specifically identified are not included. Attached please find a breakdown of our estimated man-hours for this project. Travel to and from the site and other direct costs are included in the overhead rate and will not be billed as a separate line item. Our fee for this work shall be billed monthly based on hours completed and shall be payable as follows:

Phase 100 – Project Management	\$ 12,411.42
Phase 200 – Support Services	\$ 0.00
Phase 300 – Preliminary Design	\$ 78,016.84
Phase 400 – Final Design	\$ 225,271.04
Phase 500 – Permitting Services	\$ 0.00
Phase 600 – CMAR Coordination	\$ 73,632.11
Total:	\$ 389,331.41

Very truly yours,



William C. Nelson, P.E.

ACCEPTED _____ DATE _____

Enclosures
CE-24-006D.Rev2.doc



**Engineering Services for Improvements at the Northwest Regional Wastewater Treatment Facility (NRRWWTF)
Polk County, Florida**

Date: 3/12/2025

Estimate of Work Effort & Fee

	Principal		Senior Electrical Engineer		Engineer		Field Supervisor		Cadd Technician		Clerical/Admin		Totals	
	Hourly Rate	\$230.88	Hourly Rate	\$200.10	Hourly Rate	\$153.92	Hourly Rate	\$110.70	Hourly Rate	\$118.40	Hourly Rate	\$86.73	man-hours	Total
	man-hours	Total	man-hours	Total	man-hours	Total	man-hours	Total	man-hours	Total	man-hours	Total	man-hours	Total
Phase 100 - Project Management														
PM Support	12	\$ 2,770.56	12	\$ 2,401.20	0	\$ -	0	\$ -	0	\$ -	6	\$ 520.38	30	\$ 5,692.14
Kickoff/Review Meetings	12	\$ 2,770.56	18	\$ 3,601.80	0	\$ -	0	\$ -	0	\$ -	4	\$ 346.92	34	\$ 6,719.28
Subtotal:	24	\$ 5,541.12	30	\$ 6,003.00	0	\$ -	0	\$ -	0	\$ -	10	\$ 867.30	64	\$ 12,411.42
Phase 300 - Preliminary Design														
Data Collection/Site Visit	8	\$ 1,847.04	16	\$ 3,201.60	8	\$ 1,231.36	0	\$ -	0	\$ -	1	\$ 86.73	33	\$ 6,366.73
Dewatering Alternatives	6	\$ 1,385.28	16	\$ 3,201.60	8	\$ 1,231.36	0	\$ -	0	\$ -	2	\$ 173.46	32	\$ 5,991.70
Deep Bed and MBR	2	\$ 461.76	8	\$ 1,600.80	4	\$ 615.68	0	\$ -	0	\$ -	1	\$ 86.73	15	\$ 2,764.97
Site Electrical Assessment	24	\$ 5,541.12	32	\$ 6,403.20	8	\$ 1,231.36	0	\$ -	0	\$ -	2	\$ 173.46	66	\$ 13,349.14
Procuring CMAR Services	6	\$ 1,385.28	12	\$ 2,401.20	10	\$ 1,539.20	0	\$ -	12	\$ 1,420.80	2	\$ 173.46	42	\$ 6,919.94
Major Equipment Selection	16	\$ 3,694.08	24	\$ 4,802.40	16	\$ 2,462.72	0	\$ -	0	\$ -	2	\$ 173.46	58	\$ 11,132.66
PDR	36	\$ 8,311.68	62	\$ 12,406.20	42	\$ 6,464.64	0	\$ -	32	\$ 3,788.80	6	\$ 520.38	178	\$ 31,491.70
Subtotal:	98	\$ 22,626.24	170	\$ 34,017.00	96	\$ 14,776.32	0	\$ -	44	\$ 5,209.60	16	\$ 1,387.68	424	\$ 78,016.84
Phase 400 - Final Design														
401 MSS Procurement	20	\$ 4,617.60	55	\$ 11,005.50	60	\$ 9,235.20	16	\$ 1,771.20	36	\$ 4,262.40	4	\$ 346.92	191	\$ 31,238.82
402 60% Submittal	65	\$ 15,007.20	154	\$ 30,815.40	214	\$ 32,938.88	0	\$ -	210	\$ 24,864.00	18	\$ 1,561.14	661	\$ 105,186.62
403 90% Submittal	44	\$ 10,158.72	114	\$ 22,811.40	126	\$ 19,393.92	0	\$ -	142	\$ 16,812.80	12	\$ 1,040.76	438	\$ 70,217.60
404 100% Submittal	10	\$ 2,308.80	30	\$ 6,003.00	34	\$ 5,233.28	0	\$ -	40	\$ 4,736.00	4	\$ 346.92	118	\$ 18,628.00
Subtotal:	139	\$ 32,092.32	353	\$ 70,635.30	434	\$ 66,801.28	16	\$ 1,771.20	428	\$ 50,675.20	38	\$ 3,295.74	1408	\$ 225,271.04
Phase 500 - Permitting														
Permitting	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Subtotal:	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Phase 700 - CMAR Coordination														
701 Draft CMAR Contract Dev	4	\$ 923.52	4	\$ 800.40	0	\$ -	0	\$ -	0	\$ -	1	\$ 86.73	9	\$ 1,810.65
702 Cost Model and GMP Review	12	\$ 2,770.56	24	\$ 4,802.40	16	\$ 2,462.72	0	\$ -	0	\$ -	2	\$ 173.46	54	\$ 10,209.14
703 Early Procurement Activities	28	\$ 6,464.64	40	\$ 8,004.00	36	\$ 5,541.12	0	\$ -	48	\$ 5,683.20	4	\$ 346.92	156	\$ 26,039.88
704 CMAR Coordination	36	\$ 8,311.68	82	\$ 16,408.20	66	\$ 10,158.72	0	\$ -	0	\$ -	8	\$ 693.84	192	\$ 35,572.44
Subtotal:	80	\$ 18,470.40	150	\$ 30,015.00	118	\$ 18,162.56	0	\$ -	48	\$ 5,683.20	15	\$ 1,300.95	411	\$ 73,632.11
Total:	341	\$ 78,730.08	703	\$ 140,670.30	648	\$ 99,740.16	16	\$ 1,771.20	520	\$ 61,568.00	79	\$ 6,851.67	2307	\$ 389,331.41



April 7, 2025

*Amanda Bauner, PE, ENV SP
Client Service Manager / Vice-President Carollo Engineers
200 East Robinson Street, Suite 1400
Orlando, Florida 32801*

Subject: Proposal for Project Controls Services during Design of the Polk County Northwest Regional Wastewater Treatment Facility Filter and Dewatering Improvements

Dear Amanda:

PMA Consultants (PMA) is pleased to submit our proposal to provide project controls services as outlined below for the Polk County Northwest Wastewater Treatment Facility. This subconsultant proposal is to provide the requested project controls services during the design phase of the plant and to assist the project team with design scheduling and cost estimating. This document outlines our understanding of the scope as outlined in your email and based on our previous experience at similar sites and project stages.

SCOPE OF SERVICES

PMA proposes to provide project controls services as outlined below:

- I. Task PMA1 – Prepare and update the baseline schedule for design (30%, 60%, 90%, 100%) and bid phases.*
 - a. The 30% design baseline schedule is included in this phase.*
 - b. Estimated level of effort for Task PMA 1 is 80 hours total.*
- II. Task PMA 2 – Provide construction cost estimates for the MBR vs. deep bed filters evaluation.*
 - a. Estimated level of effort for Task PMA 2 is 200 hours total*
- III. Task PMA 3- Provide construction cost estimates for 30% design documents*
 - a. Estimated level of effort for Task PMA 3 is 400 hours total*



Duration and Compensation

The anticipated scope of services is expected to extend over a 12-month period.

The above task breakdown provides the estimated hours and PMA's fees for the individual tasks described above. The fee for the above tasks during the stipulated design phase of the project is based on a combined rate of \$160.00 per hour.

Task hours shown above represent budgeted hours only. PMA will not be held to individual task hours/amounts as long as the total amount for all tasks awarded to PMA is not exceeded.

Our total fee for our work assignment will be \$108,800.00.

PMA Invoicing Policy

Invoices shall be due upon receipt and shall be payable to PMA within thirty (30) calendar days after receipt of invoice. Invoices will be sent electronically to the client's designated party. Hard copies of invoices will be mailed to the client upon request.

Invoicing and billing shall be on a time-incurred and expense-incurred basis. The above tables represent estimates only for anticipated professional fees and costs; to the extent any monthly or quarterly estimate is anticipated to substantially exceed projected amounts, PMA Consultants shall notify Carollo and explain the basis for the deviation. PMA project assigned personnel shall accurately record their time on a daily basis, which shall be consolidated on a monthly basis for purposes of invoicing. Time sheets shall be accompanied by a short description of work performed in relation to the time incurred. Expenses shall be supported by documentation and available upon request.

Payment to PMA is in no way conditioned upon client's receipt of payment from any third party or source. Please remit payment via express mail to the following address:

PMA Consultants LLC 226 W. Liberty Street Ann Arbor, MI 48104 Attn: Accounting

PMA reserves the right to suspend services for invoices greater than 30 days outstanding without payment. Interest charges (accrued at a compounded rate of 1% per month) shall apply to invoices



PMA Consultants

greater than 45 days outstanding without payment. Questions or clarifications concerning any invoice or contract issues may be referred to Ms. Samantha Zeisler by phone at 734.418.7897.

PMA will proceed with this effort after receipt of written Authorization to Proceed.

We look forward to the opportunity to collaborate with Carollo Engineers and Polk County on the Northwest Regional WWTP Facility Project. Should you have any questions or concerns, or simply wish to discuss any aspect of this proposal, please feel free to contact me at (407) 230-4786 or via email at kvanderjagt@pmaconsultants.com.

Sincerely,

Ken VanderJagt, PE, PMP

Director

*cc: PMA FILE
Fernando Villanueva
Eduardo Nazario
Rick Johnson
Kim Varghese*

ATTACHMENT B
NWRWWTF IMPROVEMENTS
PRELIMINARY LIST OF DRAWINGS

GENERAL: (14 sheets)

00-G01	Cover Sheet
00-G02	Drawing Index
00-G03	Abbreviations and General Notes
00-G04	Legend and Symbols
00-G05	Pipe Schedule and Notes
00-G06	Codes and Standards Classification
00-G07	Design Criteria 1
00-G08	Design Criteria 2
00-G09	Existing Process Flow Diagram
00-G10	Process Flow Diagram
00-G11	Hydraulic Profile
01-GC01	Existing Site Plan
01-GC02	Proposed Site Plan
01-GC03	Enlarged Site Plan

DEMOLITION: (7 sheets)

01-D01	Overall Demolition Plan
01-D02	Demolition Plan 1
01-D03	Demolition Plan 2
01-D04	Demolition Plan 3
01-D05	Demolition Plan 4
02-D01	Yard Piping Demolition Plan 1
02-D02	Yard Piping Demolition Plan 2

CIVIL: (17 sheets)

00-C01	Site Key Plan
00-C02	Horizontal Control
01-C01	Overall Paving, Grading, and Drainage Plan
01-C01	Paving, Grading, and Drainage Plan 1
01-C02	Paving, Grading and Drainage Plan 2
02-C01	Overall Yard Piping Plan
02-C02	Yard Piping Plan 1
02-C03	Yard Piping Profiles
02-C05	Yard Piping Tables
02-C06	Yard Piping, Fitting, and Valve Schedules
02-C07	Yard Piping Enlarged Plans 1
02-C08	Yard Piping Enlarged Plans 2
04-C01	Stormwater Pollution Prevention Plan
04-C02	Stormwater Pollution Prevention Plan Notes
99-C01	Typical Details 1
99-C02	Typical Details 2
99-C03	Typical Details 3

ARCHITECTURAL: (30 sheets)

00-A01	Code Summary Project Information
00-A02	Life Safety Plan
00-A03	General Notes
00-A04	Architectural Site Plan
05-A01	Electrical Building Floor Plan
05-A02	Electrical Building Enlarged Plans

05-A03	Electrical Building Roof Plan
05-A04	Electrical Building Elevations
05-A05	Electrical Building Sections
05-A06	Electrical Building Wall Sections
05-A07	Electrical Building Enlarged Details
05-A08	Electrical Building Room and Door Schedules
80-A01	Biosolids Building Floor Plan
80-A02	Biosolids Building Enlarged Plans
80-A03	Biosolids Building Roof Plan
80-A04	Biosolids Building Elevations
80-A05	Biosolids Building Sections
80-A06	Biosolids Building Wall Sections
80-A07	Biosolids Building Enlarged Details
80-A08	Biosolids Building Room and Door Schedules
85-A01	Biosolids Electrical Building Floor Plan
85-A02	Biosolids Electrical Building Enlarged Plans
85-A03	Biosolids Electrical Building Roof Plan
85-A04	Biosolids Electrical Building Elevations
85-A05	Biosolids Electrical Building Sections
85-A06	Biosolids Electrical Building Wall Sections
85-A07	Biosolids Electrical Building Enlarged Details
85-A08	Biosolids Electrical Building Room and Door Schedules
99-A01	Typical Details 1
99-A02	Typical Details 2

STRUCTURAL: (34 sheets)

00-S01	Structural Symbol Legend and General Notes
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05-S01	Electrical Building Foundation Plan
05-S02	Electrical Building Roof Plan
05-S03	Electrical Building Sections
10-S01	Headworks Plan
10-S02	Headworks Sections
10-S03	Headworks Details
20-S01	Junction Box Plans
20-S02	Junction Box Sections and Details
30-S01	MBR Filtration Tanks Top Plan
30-S02	MBR Filtration Tanks Lower Plan
30-S03	MBR Filtration Tanks Sections
30-S04	MBR System Sections
30-S05	MBR System Details
30-S06	MBR System Schedules
80-S01	Biosolids Building Foundation Plan
80-S02	Biosolids Building Intermediate Plan
80-S03	Biosolids Building Roof Plan
80-S04	Biosolids Building Sections
80-S05	Biosolids Building Sections
85-S01	Biosolids Electrical Building Foundation Plan
85-S02	Biosolids Electrical Building Roof Plan
85-S02	Biosolids Electrical Building Sections
99-S01	Typical Details I – Stairs & Guardrails
99-S02	Typical Details II – Stairs & Guardrails
99-S03	Typical Details III – Stairs & Guardrails
99-S04	Typical Details IV - Concrete

99-S05	Typical Details V - Concrete
99-S06	Typical Details VI - Concrete
99-S07	Typical Details VII - Concrete
99-S08	Typical Details VII - Masonry
99-S09	Typical Details IX - Masonry
99-S10	Typical Details X - Metal
99-S11	Typical Details X - Metal

MECHANICAL: (29 sheets)

00-M01	Mechanical Symbol Legend and General Notes
10-M01	Headworks Plans
10-M02	Headworks Sections
10-M03	Headworks Details
20-M01	Aeration Basins Plans
20-M02	Aeration Basins Sections and Details
30-M01	MBR System Overall Plan
30-M02	MBR Filtration Tanks Partial Plan
30-M03	MBR Filtration Tanks Sections
30-M04	MBR Filtration Tanks Details
30-M05	MBR Permeate Pumps Plans
30-M06	MBR Permeate Pumps Sections and Details
30-M07	MBR Air Scour Blowers Plans
30-M08	MBR Air Scour Blowers Sections and Details
30-M09	MBR Chemical System Plans
30-M10	MBR Chemical System Sections and Details
30-M11	MBR RAS/WAS Pumps Plans
30-M12	MBR RAS/WAS Pumps Sections

30-M13	MBR RAS/WAS Pumps Details
80-M01	Biosolids Building Partial Plan
80-M02	Biosolids Building Partial Plan
80-M03	Biosolids Building Sections 1
80-M04	Biosolids Building Sections 2
80-M05	Polymer Storage and Feed System Partial Plan and Sections
80-M06	Biosolids Building Floor Drain and Piping Plan
99-M01	Typical Details 1
99-M02	Typical Details 2
99-M03	Typical Details 3
99-M04	Typical Details 4

HVAC: (15 sheets)

00-H01	HVAC Symbol Legend and General Notes
05-H01	Electrical Building Floor Plan
05-H02	Electrical Building Sections
05-H03	Electrical Building Schedules
05-H04	Electrical Building Details
30-H01	MBR Bin Area – Plan, Section, and Details
80-H01	Biosolids Building Floor Plan
80-H02	Biosolids Building Sections
80-H03	Biosolids Building Schedules
80-H04	Biosolids Building Details
85-H01	Biosolids Electrical Building Floor Plan
85-H02	Biosolids Electrical Building Sections
85-H03	Biosolids Electrical Building Schedules
85-H04	Biosolids Electrical Building Details

99-H01 HVAC Typical Details

PLUMBING: (5 sheets)

00-P01 Plumbing Symbol Legend, General Notes, Fixture Schedules and Details

80-P01 Biosolids Building Domestic Water Floor Plan

80-P02 Biosolids Building Sanitary Floor Plan

80-P03 Biosolids Building Plumbing Riser Diagrams

99-P01 Plumbing Typical Details

FIRE PROTECTION: (3 sheets)

00-FP01 Fire Protection Symbol Legend and General Notes

80-FP01 Biosolids Building Fire Protection Floor Plan

99-FP01 Fire Protection Typical Details

ELECTRICAL: (50 sheets)

00-E01 Electrical Notes, Symbols and Abbreviations

00-E02 Electrical Site Plan

01-E01 Partial Electrical Site Plan 1

01-E02 Partial Electrical Site Plan 2

01-E03 Partial Electrical Site Plan 3

01-E04 Partial Electrical Site Plan 4

02-E01 Duct Bank Sections 1

02-E02 Duct Bank Sections 2

03-E01 Existing Single Line Diagram 1 - Demolition

03-E02 Existing Single Line Diagram 2 – Demolition

03-E03 480V Switchgear Single Line Diagram

03-E04 MCC A Single Line Diagram

03-E05 MCC B Single Line Diagram

03-E06	MCC C Single Line Diagram
03-E07	MCC D Single Line Diagram
03-E08	MCC E Single Line Diagram
03-E09	MCC F Single Line Diagram
03-E10	Switchgear Front Elevation
03-E11	MCC A & B Front Elevations
03-E12	MCC C & D Front Elevations
03-E13	MCC E & F Front Elevations
04-E01	Elementary Control Diagrams – 1
04-E02	Elementary Control Diagrams - 2
04-E03	Elementary Control Diagrams - 3
04-E04	Riser Diagrams – 1
04-E05	Riser Diagrams – 2
04-E06	Panelboard Schedules – 1
04-E07	Panelboard Schedules - 2
10-E01	Headworks Lower Power and Control Plan
10-E02	Headworks Top Power and Control Plan
30-E01	MBR Lower Power and Control Plan
30-E02	MBR Top Power and Control Plan
30-E03	MBR Lower Lighting, Receptacle, and Grounding Plan
30-E04	MBR Top Lighting, Receptacle, and Grounding Plan
80-E01	Biosolids Building Power and Control Plan 1
80-E02	Biosolids Building Power and Control Plan 2
80-E03	Polymer Storage and Feed System Power and Control Plan
85-E01	Biosolids Electrical Building Underground Power and Control Plan
85-E02	Biosolids Electrical Building Exposed Power and Control Plan

85-E03	Biosolids Electrical Building Lighting, Receptacle, and Grounding Plan
90-E01	Electrical/Generator Building Demolition Plan
90-E02	Electrical/Generator Building Lighting, Receptacle and Grounding Plan
90-E03	Electrical/Generator Building Power Plan
90-E04	Existing MCC 101 & 102 Building – Demolition
90-E05	Existing MCC 101 & 102 Building – Modifications
90-E06	Existing MCC 104 Building – Demolition
90-E07	Existing MCC 104 Building – Modifications
99-E01	Typical Details 1
99-E02	Typical Details 2
99-E03	Typical Details 3

INSTRUMENTATION: (75 sheets)

00-N01	Instrumentation Notes, Symbols & Abbreviations
00-N02	Schematic Symbols
00-N03	Sample Loop Drawing
00-N04	Equipment Tagging System 1
00-N05	Equipment Tagging System 2
00-N06	Equipment Tagging System 3
00-N07	Equipment Tagging System 4
00-N08	Equipment Tagging System 5
00-N09	Ethernet I/O Tables 1
00-N10	Ethernet I/O Tables 2
01-N01	Process Control System Site Plan
02-N01	PCM-A External Elevation
02-N02	PCM-A Internal Elevation
02-N03	PCM-B External Elevation

02-N04	PCM-B Internal Elevation
04-N01	Overall Network Diagram 1
04-N02	Overall Network Diagram 2
04-N03	Network Diagram – PCM 1
04-N04	Network Diagram – PCM 2
04-N05	Control Schematics 1
04-N06	Control Schematics 2
05-N01	Electrical Building PLC Block Diagram
05-N02	Electrical Building PLC Interior Elevation
05-N03	Electrical Building PLC Panel P&ID
05-N04	Electrical Building Plan Drawing
05-N05	Chemical Building PLC Block Diagram
05-N06	Chemical Building PLC Interior Elevation
05-N07	Chemical Building PLC Panel P&ID
05-N08	Chemical Building Plan Drawing
05-N09	HSPS PLC Block Diagram
05-N10	HSPS PLC Interior Elevation
05-N11	HSPS PLC Panel P&ID
05-N12	HSPS Plan Drawing
05-N13	ASR Building PLC Block Diagram
05-N14	ASR Building PLC Interior elevation
05-N15	ASR Building PLC Panel P&ID
05-N16	ASR Building Plan Drawing
05-N17	Electrical Site Plan – Chemical Building and Pump Station
05-N18	Electrical Site Plan – ASR
10-N01	Headworks P&ID 1

10-N02	Headworks P&ID 2
10-N03	Headworks P&ID 3
30-N01	MBR P&ID 1
30-N02	MBR P&ID 2
30-N03	MBR P&ID 3
30-N04	MBR P&ID 4
30-N05	MBR P&ID 5
30-N06	MBR P&ID 6
30-N07	MBR P&ID 7
30-N08	MBR P&ID 8
30-N09	MBR P&ID 9
30-N10	MBR P&ID 10
30-N11	MBR P&ID 11
30-N12	MBR P&ID 12
80-N01	Biosolids Building P&ID 1
80-N02	Biosolids Building P&ID 2
80-N03	Biosolids Building P&ID 3
80-N04	Biosolids Building P&ID 4
80-N05	Biosolids Building P&ID 5
80-N06	Biosolids Building P&ID 6
80-N07	Biosolids Building P&ID 7
80-N08	Biosolids Building P&ID 8
80-N09	Biosolids Building HVAC P&ID 1
80-N10	Biosolids Building HVAC P&ID 2
85-N01	Biosolids Electrical Building P&ID 1
85-N02	Biosolids Electrical Building P&ID 2

85-N03	Biosolids Electrical Building P&ID 3
85-N04	Biosolids Electrical Building P&ID 4
85-N05	Biosolids Electrical Building HVAC P&ID
99-N01	Instrumentation Typical Details 1
99-N02	Instrumentation Typical Details 2
99-N03	Instrumentation Typical Details 3

LIST OF SPECIFICATION DIVISIONS

- Division 0 - Provided by the County
- Division 1 – General Requirements
- Division 2 – Site Works
- Division 3 – Concrete
- Division 4 - Masonry
- Division 5 - Metals
- Division 6 – Wood and Plastics
- Division 7 – Thermal and Moisture Protection
- Division 8 – Doors and Windows
- Division 9 – Finishes
- Division 10 - Specialties
- Division 11 - Equipment
- Division 13 - Special Construction
- Division 15 - Plumbing and Mechanical
- Division 16 – Electrical
- Division 17 – Instrumentation and Controls

**Exhibit "B" Fee Schedule
Board of County Commissioners of Polk County
Professional Engineering Services for Detailed
Design - NWRWWTF Improvements**

**Carollo Engineers, Inc.
Labor Multiplier Calculation**

Direct Labor	1.00
Employee Fringe Benefits	0.57
Overhead/General & Administration	<u>1.24</u>
Subtotal	2.81
Profit (at 6.7%)	0.19
Other Direct Costs	<u>0.05</u>
Total Labor Multiplier Including Profit	3.05

**Board of County Commissioners of Polk County
Professional Engineering Services for Detailed Design -
NRRWWTF Improvements
Carollo Engineers, Inc.
Rate Schedule**

Personnel Classification	Range of Direct Labor Rates		Range of Hourly Billing Rates*	
Assistant Professional	\$ 31.65	\$ 50.43	\$ 96.53	\$ 153.80
Professional	\$ 50.43	\$ 59.14	\$ 153.81	\$ 180.39
Project Professional	\$ 59.15	\$ 73.38	\$ 180.40	\$ 223.82
Lead Professional	\$ 73.40	\$ 89.10	\$ 223.86	\$ 271.74
Senior Professional	\$ 89.11	\$ 105.66	\$ 271.78	\$ 322.25
Technician	\$ 28.17	\$ 40.34	\$ 85.92	\$ 123.04
Lead Technician	\$ 40.35	\$ 64.69	\$ 123.05	\$ 197.30
Senior Technician	\$ 64.69	\$ 68.87	\$ 197.31	\$ 210.04
Admin/Clerical	\$ 16.00	\$ 29.91	\$ 48.80	\$ 91.22
Document Processing	\$ 29.91	\$ 44.17	\$ 91.23	\$ 134.72

* Refer to multiplier calculation attached.

Board of County Commissioners of Polk County
Professional Engineering Services for Detailed Design -
NRRWWTF Improvements
Carollo Engineers, Inc.
Personnel Classification

Assistant Professional

BS or MS degree

Typical years of experience: 0-4 years

Engineer In Training certification

Staff level role on projects with strong assistance from Professionals and Project Professionals

Professional

BS or MS degree

Typical years of experience: 2-6 years

Professional Registration for Engineers

Increased responsibility in role on project team and/or lead role on small to medium projects with limited complexity.

Project Professional

BS or MS degree

Typical years of experience: 4-12 years

Professional Registration for Engineers

Project Engineer role with ability to function independently with minimum assistance from supervisors and/or Design/Project Manager on smaller projects with limited complexity.

Lead Professional

BS or MS degree

Typical years of experience: 8-16 years

Professional Registration for Engineers

Management Role during delivery of smaller projects with limited technical complexity.

Senior Professional

BS or MS degree

Typical years of experience: more than 16 years

Professional Registration for Engineers

Management/Senior Management Role during delivery of medium to large projects and/or multiple projects with medium to high technical complexity.

Technician

HS Diploma or equivalent

Typical years of experience: 0-5 years

Provides assistance to engineering and design staff in preparation of contract engineering drawings and related materials.

Lead Technician

AS or AA degree

Typical years of experience: More than 10 years

Board of County Commissioners of Polk County
Professional Engineering Services for Detailed Design -
NWRWWTF Improvements
Carollo Engineers, Inc.
Personnel Classification

Proficient in detail design including coordination on drawing production and supervisory and management experience.

Senior Technician

AS or AA degree

Typical years of experience: More than 15 years

Proficient at 3-D modeling and BIM design.

Proficient in advanced detail design including QA/QC functions and management experience.

Admin/Clerical

HS Diploma or equivalent

Basic administrative and clerical duties including producing and formatting documents, proofreading, and using directory structures.

Document Processing

HS Diploma or equivalent

Performs document processing tasks including specifications, design and technical reports, proofreading, training employees on document processing, and maintaining document structures.

Fran McAskill
Director
Procurement Division



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

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 |