

MASTER CONSULTING AGREEMENT

THIS AGREEMENT is entered into as of the Effective Date (defined in Section 1.1 below) by and between Polk County (the “County”), a political subdivision of the State of Florida, situated at 330 West Church Street, Bartow, Florida 33830, Jones, Edmunds & Associates, Inc. (the “Consultant”), a Florida corporation, located at 730 Northeast Waldo Road, Gainesville, Florida 32641, and whose Federal Employer Identification Number is 59-1533071.

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

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

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

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

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

1.0 Term

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

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

2.0 Services to Be Performed by Consultant

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

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

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

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

3.0 Compensation

3.1 General

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

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

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

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

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

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

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

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

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

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

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

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

3.2 Reimbursable

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

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

Sub-Consultant
Special Consultants

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

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

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

4.0 Insurance

4.1 General Provisions

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

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

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

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

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

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

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

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

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

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

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

4.3.1 Premises and Operations:

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

4.3.2 Independent Contractors:

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

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

coverage obligations.

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

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

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

5.0 Standard of Care

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

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

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

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

6.0 Indemnification

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

6.2 Indemnification.

6.2.1 The Consultant, to the extent permitted by law, shall indemnify, 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, attorney's fees costs and expenses incurred during negotiation, through litigation and all appeals therefrom) whatsoever including, but not limited, to those pertaining to the death of or injury to any person, or damage to any property, arising out of or resulting from (i) the failure of the Consultant to comply with applicable laws, rules or regulations, (ii) the breach by the Consultant of its obligations under this Agreement, (iii) any claim for trademark, patent or copyright infringement arising out of the scope of Consultant's performance or nonperformance of this Agreement, or (iv) the negligent acts, errors or omissions, or intentional or willful misconduct, of the Consultant, its professional associates, its subcontractors, agents, and employees provided, however, that the Consultant shall not be obligated to defend or indemnify the County with respect to any such claims or damages arising out of the County's sole negligence.

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

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

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

7.0 Independent Contractor

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

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

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

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

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

8.0 Authority to Practice

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

9.0 Public Records Law

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

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

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

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

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

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

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

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

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

10.0 Compliance with Laws

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

11.0 Subcontracting

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

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

12.0 Federal and State Taxes

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

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

13.0 Public Entity Crimes

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

14.0 County's Responsibilities

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

15.0 Termination of Agreement

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

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

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

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

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

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

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

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

16.0 Uncontrollable Forces (Force Majeure)

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

17.0 Governing Law and Venue

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

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

18.0 Non-Discrimination

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

19.0 Waiver

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

20.0 Severability

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

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

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

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

21.0 Entirety of Agreement

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

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

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

22.0 Modification

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

23.0 Successors and Assigns

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

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

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

24.0 Contingent Fees

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

25.0 Truth-In-Negotiation Certificate

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

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

26.0 Ownership of Documents

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

27.0 Access and Audits

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

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

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

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

28.0 Notice

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

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

As to Consultant: Jones, Edmunds & Associates, Inc.
730 NE Waldo Rd
Gainesville, FL 32641
Attn: Rich Koller, PE

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

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

29.0 Service of Process

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

As to Consultant: Jones, Edmunds & Associates, Inc.
Attn: Rich Koller, PE
730 NE Waldo Rd
Gainesville, FL 32641

30.0 Contract Administration

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

31.0 Key Personnel

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

Name: Rich Koller, PE

Name: Anthony Holmes, PE

32.0 Annual Appropriations

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

33.0 Liquidated Damages

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

34.0 Employment Eligibility Verification (E-VERIFY)

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

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

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

35.0 Limitation of Liability.

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

36.0 Scrutinized Companies and Business Operations Certification; Termination.

A. Certification(s).

(i) By its execution of this Agreement, the Consultant hereby certifies to the County that the Consultant is not on the Scrutinized Companies that Boycott Israel List, created pursuant to

Section 215.4725, Florida Statutes, nor is the Consultant engaged in a boycott of Israel, nor was the Consultant on such List or engaged in such a boycott at the time it submitted its bid, proposal, quote, or other form of offer, as applicable, to the County with respect to this Agreement.

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

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

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

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

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

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

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

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

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

37.0 No Construction Against Drafter

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

38.0 Unauthorized Alien(s)

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

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

(THE REMAINDER OF THE PAGE LEFT INTENTIONALLY BLANK)

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

ATTEST:

STACY M. BUTTERFIELD

Polk County, a political subdivision
of the State of Florida

By: _____
Deputy Clerk

By: _____, Chairman
Board of County Commissioners

Date Signed by County: _____

Review as to form and legal sufficiency

Jane B. Hoff 12/1/23
County Attorney's Office Date

ATTEST:

By: Kenneth Vogel
Corporate Secretary

Kenneth S. Vogel
[Print Name]

DATE: December 5, 2023

SEAL



Jones, Edmunds & Associates, Inc.
a Florida corporation

By: Stanley F. Ferreira, Jr.

[Print Name]

President and CEO

[Title]

DATE: December 5, 2023
KSV

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

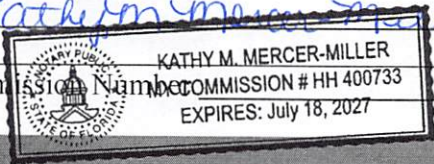
STATE OF FLORIDA County OF ALACHUA

The foregoing instrument was acknowledged before me by means of physical presence or online notarization this _____ (Date) by Stanley F. Ferreira, Jr. (Name of officer or agent) as President and CEO (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 December 5, 2023 (Date).

Kathy M. Mercer-Miller (Official Notary Signature and Notary Seal)

_____ (Name of Notary typed, printed or stamped)

Commission Number _____ Commission Expiration Date _____



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 _____

ACKNOWLEDGEMENT OF FIRM, IF A PARTNERSHIP

STATE OF _____ County OF _____

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

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

_____ (Official Notary Signature and Notary Seal)

_____ (Name of Notary typed, printed or stamped)

Commission Number _____ Commission Expiration Date _____



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

Detail by Entity Name

Florida Profit Corporation
JONES, EDMUNDS & ASSOCIATES, INC.

Filing Information

Document Number	452905
FEI/EIN Number	59-1533071
Date Filed	05/14/1974
State	FL
Status	ACTIVE
Last Event	AMENDMENT
Event Date Filed	06/08/2012
Event Effective Date	NONE

Principal Address

730 NE WALDO ROAD
GAINESVILLE, FL 32641

Changed: 04/14/2006

Mailing Address

730 NE WALDO ROAD
GAINESVILLE, FL 32641

Changed: 04/14/2006

Registered Agent Name & Address

FERREIRA, STANLEY F, JR
730 NE WALDO RD
GAINESVILLE, FL 32641

Name Changed: 02/21/2023

Address Changed: 04/14/2006

Officer/Director Detail

Name & Address

Title Director, Treasurer, Secretary

Edmunds, Robert C
730 NE WALDO ROAD
GAINESVILLE, FL 32641

Title President

FERREIRA, STANLEY F, Jr.
730 NE WALDO ROAD
GAINESVILLE, FL 32641

Title SVP

VOGEL, KENNETH S
730 NE WALDO ROAD
GAINESVILLE, FL 32641

Title SVP

Icerman, Brian J
730 NE WALDO ROAD
GAINESVILLE, FL 32641

Title SVP

Cunningham, Brett A
730 NE WALDO ROAD
GAINESVILLE, FL 32641

Annual Reports

Report Year	Filed Date
2021	02/08/2021
2022	02/09/2022
2023	02/21/2023

Document Images

02/21/2023 -- ANNUAL REPORT	View image in PDF format
02/09/2022 -- ANNUAL REPORT	View image in PDF format
02/08/2021 -- ANNUAL REPORT	View image in PDF format
02/10/2020 -- ANNUAL REPORT	View image in PDF format
01/31/2019 -- ANNUAL REPORT	View image in PDF format
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03/01/2017 -- ANNUAL REPORT	View image in PDF format
02/17/2016 -- ANNUAL REPORT	View image in PDF format
02/10/2015 -- ANNUAL REPORT	View image in PDF format
03/04/2014 -- ANNUAL REPORT	View image in PDF format
03/14/2013 -- ANNUAL REPORT	View image in PDF format
06/08/2012 -- Amendment	View image in PDF format
03/21/2012 -- ANNUAL REPORT	View image in PDF format
07/20/2011 -- ANNUAL REPORT	View image in PDF format

02/10/2011 -- ANNUAL REPORT	View image in PDF format
03/08/2010 -- ANNUAL REPORT	View image in PDF format
02/09/2009 -- ANNUAL REPORT	View image in PDF format
05/05/2008 -- Amendment	View image in PDF format
02/25/2008 -- ANNUAL REPORT	View image in PDF format
02/14/2007 -- ANNUAL REPORT	View image in PDF format
04/14/2006 -- ANNUAL REPORT	View image in PDF format
04/24/2005 -- ANNUAL REPORT	View image in PDF format
06/03/2004 -- Amendment	View image in PDF format
04/13/2004 -- ANNUAL REPORT	View image in PDF format
05/19/2003 -- Amendment	View image in PDF format
04/09/2003 -- ANNUAL REPORT	View image in PDF format
05/15/2002 -- Amendment	View image in PDF format
03/26/2002 -- ANNUAL REPORT	View image in PDF format
11/13/2001 -- Amendment	View image in PDF format
06/06/2001 -- Amendment	View image in PDF format
04/25/2001 -- ANNUAL REPORT	View image in PDF format
02/09/2001 -- Amendment	View image in PDF format
03/21/2000 -- ANNUAL REPORT	View image in PDF format
01/10/2000 -- Merger	View image in PDF format
07/12/1999 -- ANNUAL REPORT	View image in PDF format
04/13/1998 -- ANNUAL REPORT	View image in PDF format
03/19/1997 -- ANNUAL REPORT	View image in PDF format
04/15/1996 -- ANNUAL REPORT	View image in PDF format
08/04/1995 -- ANNUAL REPORT	View image in PDF format

Exhibit "A-i"

RFP NOTICE

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

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

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

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

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

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

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

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

RFP REGISTRATION

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

RFP Number: 23-448

RFP Title: Utilities Design Services & Regulatory Support Services

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

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

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

Company Name: _____

Contact Name: _____

Mailing Address: _____

City: _____

State: _____

Zip Code: _____

Phone Number: _____

Email: _____

PROPOSAL SUBMITTAL INSTRUCTIONS

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

Sealed Parcel Submittal:

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

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

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

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

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

Electronic Proposals Submittal:

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

“RFP 23-448 Tab 1”

“RFP 23-448 Tab 2”

“RFP 23-448 Tab 3”

“RFP 23-448 Tab 4”

“RFP 23-448 Tab 5”

“RFP 23-448 Tab 6”

“RFP 23-448 Tab 7”

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

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

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

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

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

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

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

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

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

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

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

INTRODUCTION

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

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

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

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

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

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

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

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

SCOPE OF SERVICES

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

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

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

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

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

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

AGREEMENT

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

EVALUATION CRITERIA

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

Tab 1 Executive Summary

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

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

Tab 2 Approach to the Project (35 points)

(Maximum of four (4) pages)

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Tab 7 Surveys of Past Performance (10 Points)

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

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

BID OPENING

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

Selection Process

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

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

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

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

Elevation Level 1 (Procurement Requirements Assessment):

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

Elevation Level 2 (Scoring)

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

Subtotal Points-20 points

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

- Each Selection Committee member shall score each Proposal on the following evaluation criteria:
 - Approach to the Project (Tab 2)-35 points
 - Experience, Expertise, Personnel and Technical Resources (Tab 3)-40 points
 - Interaction w/ County & Regulatory Agencies (Tab 6)-5 pointsSubtotal Points-80 points

Total Points – 100 points

by the following process:

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

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

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

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

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

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

- UNACCEPTABLE (0.0):

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

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

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

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

Elevation Level 3 (Proposer Interviews)

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

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

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

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

Elevation Level 4 (Contract Negotiations)

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

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

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

GENERAL CONDITIONS

CONTACT

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

INSURANCE REQUIREMENTS

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

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

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

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

Premises and Operations and Products/Completed Operations;

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

Independent Contractors; Policy must include Separation of Insureds Clause.

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

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

INDEMNIFICATION

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

PUBLIC ENTITY CRIMES STATEMENT

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

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION

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

WOMEN/MINORITY BUSINESS ENTERPRISE OUTREACH

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

AFFIRMATION

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

DEVELOPMENT COSTS

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

ADDENDA

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

CODE OF ETHICS

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

DRUG FREE WORKPLACE

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

APPLICABLE LAWS AND COURTS

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

CONTRACTUAL MATTERS

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

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

PROPOSAL ACCEPTANCE PERIOD

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

ADDITION/DELETION

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

PROPRIETARY INFORMATION

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

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

REVIEW OF PROPOSAL FILES

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

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

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

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

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

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

EMPLOYMENT ELIGIBILITY VERIFICATION (E-Verify)

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

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

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

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

LIMITATIONS

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

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

PUBLIC RECORD LAWS

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

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

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

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

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

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

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

RECORDS MANAGEMENT LIAISON OFFICER

POLK COUNTY

330 WEST CHURCH ST

BARTOW, FL 33830

TELEPHONE: (863) 534-7527

EMAIL: RMLO@POLK-COUNTY.NET

Scrutinized Companies and Business Operations Certification; Termination.

A. Certification(s).

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

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

Proposers Incorporation Information

(Submittal Page)

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

Company Name: _____

DBA/Fictitious Name (if applicable): _____

TIN #: _____

Address: _____

City: _____

State: _____

Zip Code: _____

County: _____

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

Contact Person: _____

Phone Number: _____

Cell Phone Number: _____

Email Address: _____

Type of Organization (select one type)

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

State of Incorporation: _____

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

EXHIBIT 1

DETAILED INSTRUCTIONS ON HOW TO PREPARE AND SEND PERFORMANCE SURVEYS

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

Sending the Survey

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

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

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

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

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

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

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

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

Preparing the Surveys

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

Survey Questionnaire – Polk County

RFP 23-448, Utilities Design Services & Regulatory Services

To: _____ (Name of Person completing survey)

_____ (Name of Client Company/Contractor)

Phone Number: _____ Email: _____

Subject: Past Performance Survey of Similar work:

Project name: _____

Name of Vendor being surveyed: _____

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

Contract Start Date: _____ Contract End Date: _____

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

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

Printed Name of Evaluator _____

Signature of Evaluator: _____

Please fax or email the completed survey to: _____

AFFIDAVIT CERTIFICATION IMMIGRATION LAWS

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

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

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

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

Company Name: _____

Signature: _____

Title: _____

Date: _____

State of: _____

County of: _____

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

Notary Public Signature: _____

Printed Name of Notary Public: _____

Notary Commission Number and Expiration: _____

(AFFIX NOTARY SEAL)

EMPLOYMENT ELIGIBILITY VERIFICATION (E-VERIFY) CERTIFICATION

(Florida Statutes, Section 448.095)

RFP 23-448, UTILITIES DESIGN SERVICES & REGULATORY SERVICES

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

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

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

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

Executed this _____ day of _____, 2023.

ATTEST:

CONSULTANT:

By: _____
PRINTED NAME: _____
Its: _____

By: _____
PRINTED NAME: _____
Its: _____

June 27, 2023

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

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

Contained within this addendum: Questions Received and Answers.

Ari Goldstein, CPP

Ari Goldstein

Senior Procurement Analyst
Procurement Division

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

Signature _____

Printed Name: _____

Title: _____

Company: _____

RFP 23-448, Utilities Design Services and Regulatory Services

ADDENDUM # 1

QUESTIONS AND ANSWERS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

July 3, 2023

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

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

Contained within this addendum: Questions Received and Answers.

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

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

Ari Goldstein, CPP

Ari Goldstein

Senior Procurement Analyst
Procurement Division

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

Signature _____

Printed Name: _____

Title: _____

Company: _____

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

QUESTIONS AND ANSWERS

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

Answer 1: Yes.

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

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

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

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

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

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

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

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

July 11, 2023

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

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

Contained within this addendum: Questions Received and Answers.

Ari Goldstein, CPP

Ari Goldstein

Senior Procurement Analyst
Procurement Division

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

Signature _____

Printed Name: _____

Title: _____

Company: _____

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

QUESTIONS AND ANSWERS

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

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

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

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

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

Answer 3: Yes.

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

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

Exhibit "A-ii"

JonesEdmunds

TAB 1

EXECUTIVE SUMMARY

JonesEdmunds

July 19, 2023

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



141 5th Street NW, Suite 200
 Winter Haven, FL 33881
 863.293.3332

RE: RFP 23-448, Utilities Design Services & Regulatory Support Services

Thank you for the opportunity to submit our qualifications and experience in response to the referenced RFP. Jones Edmunds has worked closely with Polk County staff for nearly three decades and with Polk County Utilities (PCU) since 2002. We have gained an in-depth understanding of your systems, needs, and challenges and appreciate the opportunities to support PCU through our current continuing services contract. We understand your system is experiencing rapid growth from both sides of the County, Orlando growing west and Tampa growing east. Our previous work has spanned several of PCU’s Regional Utility Services Areas, including Northeast (NERUSA), Southwest (SWRUSA), and Central (CRUSA). This experience has allowed us to support most areas of need for PCU listed in the RFP, including water treatment and distribution, wastewater collection and transmission, reclaimed water storage, pumping and distribution, new facilities, environmental management plan monitoring, and more.

Our approach has been and will continue to be defined by providing Polk County with unrivaled service, high-quality work, and outstanding responsiveness.

Unrivaled Service – We will continue working collaboratively with PCU staff to solve your challenges and ensure the County’s goals and expectations are met. Our approach is to partner with you to address the County’s needs and develop cost-effective solutions that serve the County well – now and into the future. We strive to be an ideal partner providing consulting, engineering, environmental, and regulatory expertise to PCU.

High-Quality Work – Our commitment to PCU is unwavering. We have provided exceptional support for various construction procurement and execution methods, including traditional design-bid-build, which we currently assist with for the Crooked Lake Receivership project. Additionally, we have successfully implemented direct contracting to multiple subcontractors, as demonstrated by our work on the CR 540 Water Booster Station and Construction Management at Risk (CMAR) as exemplified by our work on the CRUSA Water Production Facility and Utility Operations Building. We value and seriously consider County feedback and comments, ensuring that future work addresses any concerns and reducing PCU’s costs and efforts while increasing efficiency and quality. We are well-versed in the PCU Standards and Specifications Manual (USSM), routinely integrating them into PCU design documents and enforcing USSM requirements during construction.

Outstanding Responsiveness – We strive to be highly responsive to your needs. This means responding to PCU within hours rather than days on project issues and prioritizing schedule adherence. Jones Edmunds has a local Polk County office in Winter Haven – 10 minutes from PCU’s offices on Jim Keene Boulevard. This office has served communities within Polk County for nearly 14 years. Our Polk County office is staffed by Anthony Holmes, PE, one of

Name, Company Name, Address, Telephone Number, and Email Address:
 Richard N. Koller, PE
 Jones Edmunds & Associates, Inc.
 141 5th Street NW, Suite 200
 Winter Haven, FL 33881
 Ph: 321.269.2950
 rkoller@jonesedmunds.com

Number of Years in Business as the Same Company/Firm:
 Jones Edmunds & Associates, 49 years

Number of Full-Time Employees:
 109 Employees

our key Project Managers/Engineers for PCU projects, and Dave Plavcan, PE, Senior Engineer, both of whom work on projects within Polk County. Anthony and Dave are supported by engineers and managers from our other Florida offices, all within about 2 hours of Winter Haven. This proximity allows us to be on PCU project sites or in your offices on short notice, which is very helpful for resolving construction issues and supporting PCU’s project managers with everyday project items.

Jones Edmunds is ready and committed to serving the County as your dedicated engineering partner. We have the knowledge, experience, and resources to provide innovative, cost-effective, and responsive service to fulfill the requirements of this RFP and support the County in meeting your goals.

At Jones Edmunds, unrivaled service with Integrity, Knowledge, and Service is our commitment to you. This means more than just a good technical product – it means being responsive to your needs, providing staff experienced in the specific disciplines required for your projects, listening to and understanding your goals and expectations, and communicating throughout each phase of projects to achieve your desired outcome. We are committed to serving Polk County and are pleased to submit this proposal to continue serving Polk County Utilities with design and regulatory support services in response to RFP #23-448.

Provided on the following page is our certificate of incorporation by the Secretary of State, accompanied by copies of our firm’s applicable certifications as Professional Engineers and Geologists from the State of Florida – demonstrating our ability to provide the technical services required of this RFP 23-448.

Sincerely,



Richard N. Koller, PE
 Senior Consultant
 321.269.2950 Ext. 1048
 rkoller@jonesedmunds.com



Stanley F. Ferreira, Jr., PE
 President and CEO
 352.377.5821 Ext. 1493
 rferreira@jonesedmunds.com
 *Stanley F. Ferreira, Jr., PE is authorized to make representations for Jones Edmunds.

State of Florida Department of State

I certify from the records of this office that JONES, EDMUNDS & ASSOCIATES, INC. is a corporation organized under the laws of the State of Florida, filed on May 14, 1974.

The document number of this corporation is 452905.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on February 21, 2023, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Twenty-first day of February, 2023



[Signature]
Secretary of State

Tracking Number: 3797521678CC
To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.
<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

THE OFFICIAL SITE OF THE FLORIDA DEPARTMENT OF BUSINESS & PROFESSIONAL REGULATION

dbpr Department of Business & Professional Regulation

HOME CONTACT US MY ACCOUNT

1:50:12 PM 8/23/2022

ONLINE SERVICES **LICENSEE DETAILS**

This is a business tracking record only.
Click here for information on how to verify that this business is properly licensed.

Licensee Information

Name:	JONES, EDMUNDS & ASSOCIATES, INC. (Primary Name)
Main Address:	730 NE WALDO ROAD GAINESVILLE Florida 32641
County:	ALACHUA
License Mailing:	730 NE WALDO ROAD GAINESVILLE, FL 32641
County:	ALACHUA

License Information

License Type:	Geology Business Information
Rank:	Business Info
License Number:	
Status:	Current/Active
Licensure Date:	10/08/1992
Expires:	

Special Qualifications **Qualification Effective**

Alternate Names

dbpr Department of Business & Professional Regulation

HOME CONTACT US MY ACCOUNT

11:53:18 AM 3/16/2023

ONLINE SERVICES **LICENSEE DETAILS**

Licensee Information

Name:	JONES, EDMUNDS & ASSOC INC (Primary Name)
Main Address:	730 N E WALDO RD GAINESVILLE Florida 326410000
County:	ALACHUA

License Information

License Type:	Engineering Business Registry
Rank:	Registry
License Number:	1841
Status:	Current
Licensure Date:	05/10/1977
Expires:	

Special Qualifications **Qualification Effective**

Alternate Names

View Related License Information
View License Complaint

2001 Blue Stone Road, Tallahassee FL 32399 - Email: Customer Contact Center - Customer Contact Center: 800.487.3355
The State of Florida is an AAECOE member. Copyright 2007 2010 State of Florida. Privacy Statement
Under Florida law, email addresses are public records. If you do not want your email address released in response to a public records request, do not send electronic mail to this entity. Instead, contact the entity by phone or print. For more information, please contact 800.352.7378. This request is subject to Section 305.20(1), Florida Statutes, effective October 1, 2012. Licenses issued under Chapter 463, F.S. must provide the Department with an email address. If you have one, the email provided may be used for official communication with the Bureau. However, email addresses are public records. If you do not wish to receive a personal address, please provide an Department with an email address which can be made available to the public. Please see our Chapter 405 page to determine if you are affected by this change.

Proposers Incorporation Information

(Submittal Page)

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

Company Name: Jones Edmunds & Associates, Inc.

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

TIN #: 59-1533071

Address: 141 5th Street NW, Suite 200

City: Winter Haven

State: Florida

Zip Code: 33881

County: Polk 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: Richard Koller, PE

Phone Number: 321.269.2950 Ext. 1048

Cell Phone Number: 321.961.0045

Email Address: rkoller@jonesedmunds.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: Florida

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

AFFIDAVIT CERTIFICATION IMMIGRATION LAWS

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

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

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

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

Company Name: Jones Edmunds & Associates, Inc.

Signature: _____

Title: President and CEO

Date: 7/17/2023

State of: Florida

County of: Alachua

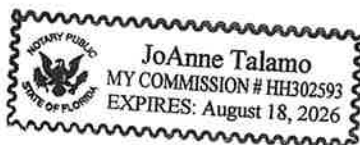
The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this 17 day of July, 2023, by Stanley F. Ferreira, Jr., PE (name) as President and CEO (title of officer) of Jones Edmunds & Associates, Inc. (entity name), on behalf of the company, who is personally known to me or has produced _____ as identification.

Notary Public Signature: JoAnne Talamo

Printed Name of Notary Public: JoAnne Talamo

Notary Commission Number and Expiration: Commission#: HH302593, Expires: August 18, 2026

(AFFIX NOTARY SEAL)



EMPLOYMENT ELIGIBILITY VERIFICATION (E-VERIFY) CERTIFICATION

(Florida Statutes, Section 448.095)

RFP 23-448, UTILITIES DESIGN SERVICES & REGULATORY SERVICES

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

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

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


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

Executed this 17 day of July, 2023.

ATTEST:

By: 
PRINTED NAME: Ginger Hamner, HRCM
Its: Human Resources Director

CONSULTANT:

By: 
PRINTED NAME: Stanley F. Ferreira, Jr., PE
Its: President and CEO

June 27, 2023


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

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

Contained within this addendum: Questions Received and Answers.

Ari Goldstein, CPP
Ari Goldstein
Senior Procurement Analyst
Procurement Division

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

Signature 
Printed Name: Stanley F. Ferreira, Jr., PE
Title: President and CEO
Company: Jones Edmunds & Associates, Inc.

RFP 23-448, Utilities Design Services and Regulatory Services

ADDENDUM # 1

QUESTIONS AND ANSWERS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

July 3, 2023

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

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

Contained within this addendum: Questions Received and Answers.

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

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

Ari Goldstein, CPP

Ari Goldstein

Senior Procurement Analyst
Procurement Division

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

Signature

Printed Name:  _____
Stanley F. Ferreira, Jr., PE

Title: _____
President and CEO

Company: _____
Jones Edmunds & Associates, Inc.

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

QUESTIONS AND ANSWERS

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

Answer 1: Yes.

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

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

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

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

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

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

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

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

July 11, 2023

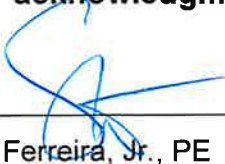
**POLK COUNTY, A POLITICAL SUBDIVISION OF
THE STATE OF FLORIDA
ADDENDUM # 3
RFP 23-448, Utilities Design Services and Regulatory Services**

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

Contained within this addendum: Questions Received and Answers.

Ari Goldstein, CPP
Ari Goldstein
Senior Procurement Analyst
Procurement Division

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

Signature 
Printed Name: Stanley F. Ferreira, Jr., PE
Title: President and CEO
Company: Jones Edmunds & Associates, Inc.

RFP 23-448, Utilities Design Services and Regulatory Services

ADDENDUM # 3

QUESTIONS AND ANSWERS

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

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

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

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

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

Answer 3: Yes.

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

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



TAB 2

APPROACH TO THE PROJECT

JonesEdmunds

A water and wastewater utility’s development, operation, and maintenance require various technical capabilities. PCU has outlined these services in the RFP and requested an overview of the capabilities offered by each firm to maximize the capabilities within its CES consultant roster. The County has also been very proactive regarding using women/minority-owned businesses. Jones Edmunds has merged both goals by maximizing our services and engaging W/MBE firms to augment our services where they benefit PCU. The table below provides an overview of PCU’s capabilities to secure your continuing contract and how our team will address your technical needs and support your W/MBE goals.

Services	In-house	Subconsultant
Civil engineering	•	
Utility master planning and hydraulic modeling	•	
Water quality master plans and water conservation plans	•	
Water quality engineering, modeling, and evaluation	•	
Wastewater engineering, treatment, and evaluation	•	
Biosolids management design and operation	•	
Regulatory compliance and permitting for water/wastewater facilities	•	
Utility environmental affairs	•	
Land surveying		• (W/MBE)
Hydrology and surface water modeling	•	• (W/MBE)
Hydrogeologic modeling and evaluation of water quality data	•	
Well construction and abandonment	•	• (W/MBE)
Well head protection, water quality and environmental assessments	•	
Feasibility studies for water, wastewater and reclaim water systems	•	
Geotechnical engineering		• (W/MBE)
Utility acquisition and evaluation		•
Right-of-way and easement acquisition services	•	• (W/MBE)
Structural engineering related to water, wastewater and reclaim water facilities		•
Electrical engineering related to water, wastewater and reclaim water facilities		•
Mechanical engineering related to water, wastewater and reclaim water facilities	•	
Constructability plan review/value engineering	•	
Instrumentation and controls engineering and programming for SCADA systems	•	•
Construction administration and construction observation-related engineering services	•	
Water, wastewater, and reclaim water facilities operational experience	•	•
Public involvement services	•	• (W/MBE)
Water conservation education and/or enforcement	•	•
Subsurface utility engineering and locating		• (W/MBE)
Architectural services		•
GIS Analysis, SDE Management and GIS database maintenance and support	•	
CADD design capabilities	•	
Database and Information system development related to utility systems and management	•	
Energy audits	•	•
Green Engineering Practices	•	

Jones Edmunds has successfully supported PCU with planning, design, permitting, and construction of many of these project types, including but not limited to:

- Reclaimed water mains
- Reclaimed water pumping stations and storage tanks
- Water production facilities
- Water pumping and distribution
- Wastewater gravity collection, pumping and transmission
- Hydraulic modeling
- Master planning
- Site-civil land development
- Utilities operations and support buildings
- Environmental management plan monitoring and reporting
- Ecological investigations
- Environmental assessments

Our approach to managing these projects for PCU has been and will continue to be defined by **providing unrivaled service, high-quality work, and outstanding responsiveness.**



As an industry leader in utilities engineering services in Florida, the Jones Edmunds team will identify and deliver quality solutions to meet the County’s needs in a timely and cost-effective manner. Selected firms must understand continuing engineering services contracts and the types of projects the County may assign under this contract so that each project is approached effectively. It is helpful that we use transparent, systematic project management methods and remain flexible to optimize time and resources for PCU’s benefit.

Like with many communities, maintaining a level of service for Polk County’s customers that is reliable and safe is of utmost importance. Achieving this goal requires a well-planned and balanced approach to managing your utilities infrastructure to meet short and long-term needs. **The Jones Edmunds Team is ready and committed to serving the County as your dedicated engineering partner.**

Jones Edmunds understands that continuing services contracts are often used for projects requiring a quick turnaround or having a limited budget. Our breadth of experience working with utilities in Florida on continuing services contracts offers PCU a wide range of expertise necessary to complete your engineering projects efficiently. We know the importance of meeting your schedules and budgetary needs.

Rich Koller, PE, will serve as the Program Manager for this continuing contract. Rich will also serve as a Senior Project Manager where appropriate. Anthony Holmes, PE, and BJ Bukata, MS, PWS, AA are both experienced project managers for PCU and will continue in that role on this contract. Other excellent Jones Edmunds project managers may also be engaged. Still, Rich or Anthony will be assigned as Senior Reviewers, providing oversight on all engineering projects, and BJ will be assigned for oversight on all environmental projects to ensure PCU’s needs and expectations are met. At the onset of each project assignment, our Project Manager, along with Rich, Anthony, or BJ, will meet with the County’s Project Manager to discuss and establish the project’s objectives, scope, budget, and schedule to ensure timely quality production of project deliverables. Based on the work type and required expertise, we will assemble the right resources from our team to deliver your project. We recommend that each assignment begins with understanding your goals and expectations by:

- Conducting a pre-proposal meeting with key County stakeholders to understand goals and expectations
- Visiting the site with County staff to understand the “lay of the land.”
- Determining the scope of the project and defining each task
- Developing the schedule and outlining each milestone and critical date
- Understanding the requirements of each deliverable
- Assigning appropriate team members based on expertise and required level of experience

- Assembling any needed support services from trusted subconsultants
- Estimating personnel hours
- Estimating order of magnitude construction costs where applicable
- Constant feedback and communication with the County throughout the process

The diagram to the right outlines our typical approach for delivering this Utilities Engineering contract. However, we understand that some projects will only require some elements, such as PERs and environmental/monitoring projects. **Polk County can count on Jones Edmunds to meet your goals by maximizing resources and minimizing costs wherever possible.** Our emphasis on – and success in – maintaining budgets and controlling costs and project schedules is attributed in part to the strength and flexibility of our standard project management procedures.

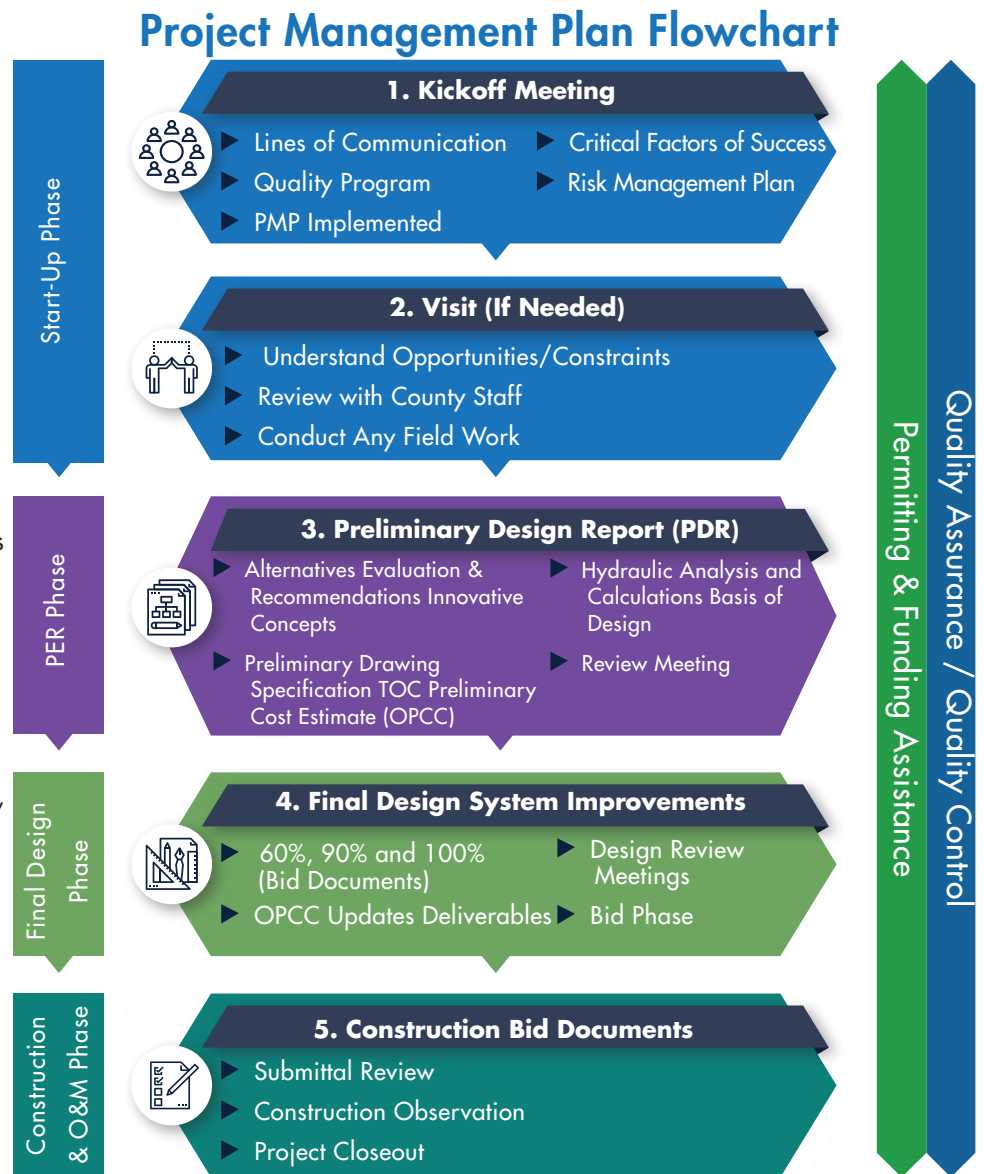
The following describes Jones Edmunds’ approach to project management, associate time management, and Quality Assurance/Quality Control (QA/QC).

PROJECT TEAM MEMBER TIME MANAGEMENT

Project success starts with engaging the right people and early planning. Brainstorming before a cost proposal is created is essential. In addition to internal

planning, we will work with you to fully understand your goals and expectations for the project. From that, we refine the scope of work, labor-hour breakdown, deliverable due dates, and project budget.

Following authorization, we develop a Project Plan distributed to our Project Team containing fundamental information critical to adequately completing the project. This includes a contractual milestone schedule with advanced dates for starting internal QC reviews. The project plan also includes weekly labor hour projections for each team member based on the schedule. These projections are compiled for all projects and reviewed by managers collectively to remove obstacles and balance resources. We conduct team meetings no less than weekly to review daily task assignments and schedules with each associate, ensuring staff availability for your projects. This level of team management has resulted in a consistently excellent track record of delivering on time at a high level of quality on PCU projects.



QUALITY ASSURANCE/QUALITY CONTROL

In addition to being our PCU Program Manager and Senior Project Manager, Rich Koller is also the author of the firm's QA/QC program and provides direction, guidance, and tools for performing consistent and excellent-quality work to our professionals and project teams. He will bring that knowledge and authority to projects for PCU.

The Jones Edmunds QA/QC program involves review throughout all phases of a project, including upfront client communications, brainstorming, scope and proposal development, contracting, project planning, study and design execution, production, cost estimating, construction services, and project closeout. Strict QA/QC processes are included in our standard operating procedures and are built into project management planning and reporting systems. This helps to ensure accountability for quality from all members of our organization. Key elements of our quality program are discussed below.

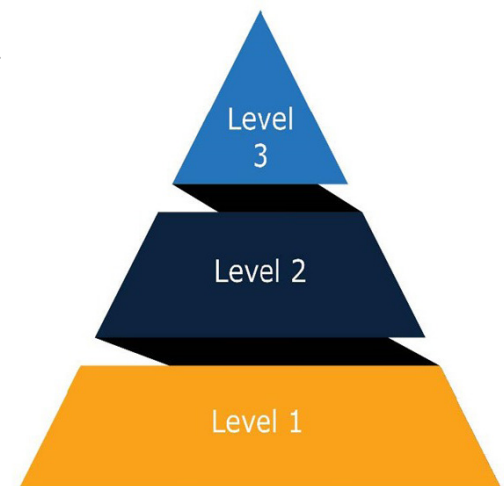
Planning Phase

The project begins for us when the client identifies a potential project. The possible project is evaluated and planned through client scoping meetings, initial site visits, and internal brainstorming with senior managers and in-house experts before cost proposal preparation. Our Program Managers review all cost proposals to ensure the scope is appropriate before delivery to the client. We then assist the client through their review of the scope and make appropriate adjustments so that the project scope is acceptable to the client.

Production Phase

Early in the project lifecycle, we seek client approval of the project concept and approach. Our engineers will visit the site periodically during design to verify field conditions and assess constructability. Our Project Managers schedule recurring progress meetings with the project team, including subconsultants, to review progress, discuss challenges, and find solutions. Through all this, we communicate with the client consistently to ensure the project results align with expectations. Our work product is reviewed before any delivery to the client using a three-level QC process:

- Level 1 reviews are “self-checks,” which means reviewing one’s work product before forwarding the work to the Level 2 reviewers.
- Level 2 reviews involve peer review of the work, including the work of our subconsultants, by licensed professionals experienced in the respective discipline they are reviewing. The Level 2 review includes constructability and construction cost estimate reviews by experienced construction professionals.
- Level 3 reviews are performed by the Project Manager and Senior Reviewer assigned to the project after Levels 1 and 2 are completed, and corrections are incorporated. Project Manager review ensures the work product meets contract requirements and the client’s expectations. Senior reviews focus on the project concept, arrangement, risk elements, and critical success factors.



Construction Phase

As part of our construction-phase services, construction-related work products such as RFI responses, shop drawing comments, fact sheets, and cost opinions undergo a quality control review by a peer or manager before being issued. In addition, the design-phase senior reviewer continues to support the construction project to review key decisions and perform a final review of critical work product before it is submitted to the client.



TAB 3

EXPERIENCE,
EXPERTISE,
PERSONNEL
AND TECHNICAL
RESOURCES

JonesEdmunds 

2022 Annual Report

Location: Charlotte County

Charlotte County performs an annual evaluation of the conditions of its water, wastewater, and reclaimed water facilities and summarizes the operating performance and regulatory compliance to proactively address the facilities' physical condition, ability to meet permit conditions, and overall facility efficiencies. Jones Edmunds assisted the County with the 2022 Annual Report that builds on our past success and working knowledge of the County's facilities while providing a fresh look during the facilities review. We have assisted on the County's annual report each year since 2018.



Design Engineer Size and Cost:
\$94,240.00

Project representative name, address, phone number, and email address:

Bruce Bullert, PE
25550 Harbor View Road Port
Charlotte, FL 33980
941.764.4509
bruce.bullert@charlottecountyfl.gov

Date Completed: 4/2023

Firm's responsibility: Prime

List of change orders, including dollar amount, which were the result of unforeseen circumstances or design errors/oversights:

No change orders

List any time extensions:

Delivered on time in accordance with Charlotte County Bond requirements

Project Team Members:

- Sean Menard, PE, CDT, ENV SP, Assoc. DBIA – Project Engineer
- Anthony Holmes, PE – Senior Project Engineer
- Mike Clark, PE – Senior Project Engineer
- Tom Friedrich, PE, BCEE – QA/QC

Garcia Point Septic to Sewer Conversion

Location: Citrus County

Jones Edmunds provided septic to sewer planning, sewer design and modeling, permitting, and funding assistance. We also assisted with public relations and education on this project. We provided the County with full-time construction observation and construction contract administration services, including an ongoing communication plan for community residents.

Based on site-specific conditions – including shallow limerock, a high groundwater table, along with a very dense housing population and a very narrow right-of-way – the best sewer system for this area was determined to be a hybrid gravity and low-pressure system. This system allows each property to be connected to a gravity sewer to minimize impacts to private property, with short gravity pipe runs to duplex grinder pump stations that pump the wastewater under low-pressure to the master pump station.

This project included 14 duplex grinder pump stations for 68 existing homes and 20 vacant parcels adjacent to the Homosassa River. The project eliminated 88 active or future residential septic systems within the area and discharged nutrients and other septic tank pollutants entering groundwater and seeping into the Homosassa River. The gravity system design consisted of 4-inch PVC gravity sewer service laterals with stub-outs for future residential connections that extend to the right-of-way line at each parcel. The 4-inch laterals connect to a 6-inch PVC gravity main that serves up to 12 residential connections. The 6-inch gravity main discharges into 14 new duplex grinder pump stations located in the right-of-way. The duplex grinder pump stations discharge into small-diameter HDPE force mains (1.5- to 3-inch diameter) that connect to the County’s existing domestic wastewater transmission system. A control panel, electric meter, disconnect safety switch, and vent are mounted on a post near each pump station.

Our team worked with the County to reallocate a 2006 Legislative appropriation originally directed to an area at the head waters of the Homosassa Spring and to procure “Springs” funding that resulted from the 2016 Florida Springs and Aquifer Protection Act and Cooperative Funding from the SWFWMD. Jones Edmunds worked with the County, FDEP, SWFWMD, and the State Legislature to procure project funding. Following the successful completion of this project, our team assisted the County in creating a 10-year SRF program. Currently, we are nearing design completion for the first three projects.

Design Engineer Size and Cost:
\$614,290

Project representative name, address, phone number, and email address:

Ken Cheek
3600 W. Sovereign Path, Ste 291
Lecanto, FL 34461
352.527.7650
Ken.Cheek@citrusbocc.com

Completed: 8/2020

Firm’s responsibility: Prime

List of change orders, including dollar amount, which were the result of unforeseen circumstances or design errors/oversights:

None

List of any time extensions:

None

Project Team Members:

- Troy Hays, PG – Project Manager
- Ken Fraser, PE – Project Engineer
- John Horvath, PE – Senior Project Manager



Robinson Force Main Phase 1

Location: City of Haines City

Jones Edmunds supported the City of Haines City in addressing the inadequacies of an aging wastewater collection/transmission system. The system needed upgrades to address imbalances between pump stations, the main network, and hydraulic bottlenecks caused by mismatched collection system and treatment facility capacities. System upgrades are also needed to address future growth. Jones Edmunds modeled the most impactful portion of the transmission system and treatment plant. From the model, a strategy was developed to upgrade the existing system, reducing peak hour flows to the treatment facility and increasing the overall efficiency of wastewater transmission. The modeling allowed multiple scenarios to be quickly and accurately analyzed to identify the best cost and system performance balance. The modeling scenario that proved to be the best balance identified:

- The need for a new master lift station
- Replacement of an existing lift station with 3,300 LF of gravity collection
- Addition of a new 12,000 LF transmission force main, half being installed by horizontal direction drilling
- Re-routing flows within the existing wastewater collection system to the new backbone force main
- Sizes and configuration of proposed new facilities
- Impacts and improvements to other lift stations
- Decreasing power consumption and increasing efficiency
- Upgrades to remove the hydraulic bottleneck at the treatment facility

Based on the modeling effort, Jones Edmunds provided the complete design and permitting for all revisions identified above for the City.

The proposed master lift station is designed as a triplex pump station to accommodate future flows. For current flow conditions, two pumps were installed. The precast concrete wet well has an inner diameter of 12 feet and a depth of 20 feet. The station is designed to deliver 950 gpm, with an ultimate build-out capacity of 3,200 gpm. The proposed master lift station also has a diesel emergency generator with a base fuel storage tank and odor control system. The overall site and lift station configuration are based on the City's design standards for lift stations.

Design Engineer Size and Cost:

\$194,952.00

Project representative name, address, phone number, and email address:

James Keene
 426 Claude Holmes Sr. Avenue
 Haines City, FL 33845
 863-421-9954
 jkeene@hainescity.com

Completed: 9/2019

Firm's responsibility: Prime

List of change orders, including dollar amount, which were the result of unforeseen circumstances or design errors/oversights:

Contract amended by the City on 6/2016 to a total of \$543,042

List of any time extensions:

Contract amended several times by City for emergency situations

Project Team Members:

- Anthony Holmes, PE – Task Manager
- Sean Menard, PE, CDT, ENV SP, Assoc. DBIA – Project Engineer



William Burgess Boulevard Reclaimed Water Main (Radio Avenue to Harts Road)

Location: Nassau County

Under JEA's small-diameter pipeline continuing contract, Jones Edmunds designed and permitted the extension of a 16-inch reclaimed water line along William Burgess Boulevard in Nassau County. This project extended a 16-inch reclaimed water previously designed by Jones Edmunds under a single project RFP. These projects provide reclaimed water to East Nassau Community Planning Area (ENCPA) and other developments along its route. Increasing the reclaimed water customer base helps revenues and reduces the overall discharge volume of treated waters to Nassau County wetlands. In light of the recent passing of Senate Bill 64, reclaimed water main extension projects are even more valuable than ever, as utilities must comply with surface water discharge elimination legislation.

This main extension provided reclaimed water to east of I-95 and for the ENCPA, which consists of 388 single-family units (SFU), 300 apartments, 60 townhomes, a 150-room hotel, 223,000 square feet (sf) of retail, 80,000 sf of office, school, and a YMCA building. Connecting to the existing 16-inch reclaimed main in the FPL easement adjacent to the Yulee Outfall Wetlands, the reclaimed water main is routed within the FPL transmission easement, Wilson Lane, Radio Avenue, Commercial Park Drive, and Harts Road rights-of-way and connects to the 16-inch reclaimed main on William Burgess Boulevard. The overall length of the 16-inch reclaimed water main is approximately 10,600 feet.

Jones Edmunds provided preliminary design, final detailed design and permitting, and assistance during the construction of the 16-inch reclaimed water main extension beginning at the existing 16-inch reclaimed main located in the FPL transmission easement southwest of Yulee High School and connecting to the recently constructed 16-inch reclaimed "dry" main on the south side of the intersection of William Burgess Boulevard and Harts Road. Additionally, Jones Edmunds assisted JEA in obtaining the two required easements to complete construction.



Design Engineer Size and Cost:

\$137,689.00

Project representative name, address, phone number, and email address:

Maria Betancur, PE
Accounts Payable Division
PO Box 4910
Jacksonville, FL 32201
904.665.7215
betama@jea.com

Completed: 1/2019

Firm's responsibility: Prime

List of change orders, including dollar amount, which were the result of unforeseen circumstances or design errors/oversights:

Jones Edmunds did not provide engineering services during construction and therefore was not fully engaged in the change order process. Our understanding is that JEA agreed to approximately \$50,000 of change orders due to unforeseen site under ground conditions that were not included in the survey or SUE.

List of any time extensions:

Jones Edmunds did not provide engineering services during construction and therefore was not fully engaged in the change order process. Our understanding is that JEA did not extend the schedule due to the unforeseen site conditions.

Project Team Members:

- BJ Bukata, MS, PWS, AA – Project Scientist
- Sean Menard, PE, CDT, ENV SP, Assoc. DBIA – Project Engineer
- Ken Fraser, PE – Project Engineer

DeLeon Springs Utility Extensions

Location: Volusia County

Jones Edmunds provided planning, design, public/stakeholder outreach, and construction services (working under a CMAR format) on an accelerated schedule to connect McGinnis Elementary and the DeLeon Springs business community to the City of DeLand’s centralized water and wastewater system. The project aimed to reduce the nitrogen and phosphorus levels in the DeLeon Springs springshed. The project connected approximately 30 residential and 20 commercial properties to the DeLand Wastewater Treatment Plant and added a new water main along US 17 for increased reliability, isolation valves, and fire hydrants.

In response to the DeLeon Spring TMDL and BMAP and in concert with other stakeholders, the County desired to reduce the nitrogen and phosphorus levels in the DeLeon Springs springshed by eliminating septic systems and package plants in the designated Priority Focus Area (PFA). Volusia County led the effort to develop a wastewater force main along US Highway 17 from DeLeon Springs/McInnis Elementary School to a City of DeLand wastewater system connection point. This force main serves as a trunk line for developing septic to sewer projects along the corridor and allows for the connection of McInnis Elementary School to a centralized wastewater system. This project was developed expeditiously and will use the Construction Manager General Contractor (CMGC) contractor procurement method to support an accelerated schedule.

The project included designing and constructing approximately 16,500 linear feet of wastewater force main (size to be determined). The new force main was routed from the McInnis Elementary School south along US 17 to the intersection of US 17 and SR 15A (at 5175 North US Hwy 17, DeLeon Springs, 32130). This force main includes connection stubs to serve approximately 30 residential and 20 commercial properties for wastewater treatment by the City of DeLand’s Wastewater Treatment Plant.

In addition, a new water main (size to be determined) was installed along US 17 to serve the same corridor area. This new water main includes appropriate isolation valves and fire hydrants. Water service taps were with the final location and tap configuration to be determined.

Design Engineer Size and Cost:
\$499,500

Project representative name, address, phone number, and email address:

Mike Ulrich
123 West Indiana Avenue
DeLand, FL 32730
386.943.7027
mulrich@co.volusia.fl.us

Completed: 8/2022

Firm’s responsibility: Prime

List of change orders, including dollar amount, which was the result of unforeseen circumstances or design errors/oversights:

There were no change orders based on design issues. The costs included above are the design cost and the design completion. The project is currently under construction.

List of any time extensions: None

Project Team Members:

- Mike Clark, PE – Project Engineer
- John Horvath, PE – Project Engineer
- Troy Hays, PG – Project Manager
- Ken Fraser, PE – Task Manager
- Jamie Bell, PE – Project Engineer
- Laura Coveney, AA – Project Scientist



Chain of Lakes Master Lift Station

Location: City of Winter Haven

Jones Edmunds provided design, permitting, bidding, and construction-phase engineering services for the Chain of Lakes Master Lift Station for the City of Winter Haven. The Master Lift Station was a complete replacement of the existing lift station, sized to handle a peak flow of 15.87 MGD. This was accomplished with three primary submersible pumps and one redundant submersible pump operated on variable-frequency drives. Two wet wells could be combined or isolated with two pumps in each wet well. Other significant components of this lift station work included new gravity sewer piping, a comminutor (grinder) station and splitter box, pressure gauges, a flow meter with bypass, an odor-control system, a completely redundant diesel-driven emergency pumping system, piping, controls, a power supply, an emergency diesel generator, an electrical building, force mains, site work, and demolition of the existing lift station.

Construction was completed in June 2018. Construction services included submittal review, responding to Contractor requests for information, progress meetings, site visits to resolve issues, technical support to the City, pay application reviews, and related support services. In addition, we provided resident observation services to document that the Contract Documents constructed the Master Lift Station and that the City's interests were protected.



Engineering and Construction Services: \$3,694,000

Project representative name, address, phone number, and email address:

Gary M. Hubbard, PE
 401 6th Street Southwest
 Winter Haven, FL 33880
 863.298.5470
 ghubbard@mywinterhaven.com

Completed: 6/2018

Firm's Responsibility: Prime

List of change orders, including dollar amount, which were the result of unforeseen circumstances or design errors/oversights:

C.O. #1 - (\$895,917.20)-Value Engineering Reduction
 C.O. #2 - \$24,293.26-Variou for Unforeseen Conditions
 C.O. #3 - \$204,505.92 - Variou for Unforeseen Conditions
 C.O. #4 - \$85,378.75
 Revised Construction Cost: \$3,112,260.73

List of any time extensions:

83 days Issued for Contract Extension for Substantial and Final Completion

Project Team Members:

- Ken Fraser, PE – Task Manager
- Gregg Fruecht – Construction Admin
- Anthony Holmes, PE – Project Engineer

Wastewater Treatment Facility (WWTF) Improvements – Headworks and Oxidation Ditch BNR

Location: City of Bradenton

Jones Edmunds completed a preliminary engineering report, design, bidding, and construction administration services for the City’s WWTF improvements to address hydraulic deficiencies and structural issues at the plant’s headworks and improve biological nutrient removal (BNR) treatment efficiency to achieve 5:5:3:1 (BOD:TSS: T-N; T-P) effluent standards for surface water discharge and public access reuse. We also modified the WWTF FDEP operating permit and assisted with FDEP State Revolving Fund funding for design and construction loans. The specific elements completed as part of the project included:

- Improvements to the headworks structure, including a new bypass channel with a manual bar rack to bypass bar screens, new mechanical bar screens, and 316 SS slide gates.
- A new oxidation ditch flow splitter box to handle a PHF of 40 MGD adjacent to the headworks to split flow equally between the oxidation ditches and combine the flows from the return activated sludge line and effluent denoted filter backwash.
- Equipping the City’s two oxidation ditches with four two-speed Eimco mixers/aerators. We designed a system using VFDs, new inverter-duty motors, and new aerators on the existing Eimco/Flender gearboxes to optimize nitrogen removal and lower power costs. The new design included a DO control and monitoring system to control the nitrification/ denitrification process more precisely and automatically within the ditches using ORP, Ammonia-N, and DO. New aluminum covers were installed over the aeration zones.
- Optimized methanol dosing to Tetra deep bed denitrification filter for denitrification and met Total-N ≤ 3 Mg/L.
- Iron salt chemical feed to optimize Total-P removal.



Design Engineer Size and Cost:
\$462,427

Project representative name, address, phone number, and email address:

Jim McLellan, PE
1411 - 9th Street
West Bradenton, FL 34205
941.708.6300
Jim.McLellan@cityofbradenton.com

Completed: 11/2019

Firm’s responsibility: Prime

List of change orders, including dollar amount, which were the result of unforeseen circumstances or design errors/oversights:

Construction Cost: \$5,181,039
C.O. #1, #3, #9 – (\$510,303.69)- Unit Price Reductions
C.O. #2-#8: and #10, #11 – \$307,366.08
- Various for Unforeseen Conditions
Revised Construction Cost: \$4,978,101.39

List of any time extensions: 410 days
Issued for Contract Extension for Revised Final Completion to allow for unforeseen conditions with City’s operations with only one oxidation ditch in-service and coordination of FPL breaker test for new electrical service.

Project Team Members:

- Thomas Friedrich, PE, BCEE – EOR
- Sean Menard, PE, CDT, ENV SP, Assoc. DBIA – Engineer
- Gregg Fruecht – Const. Admin.
- Pete Hoanshelt, PE – Electrical & I&C
- Mike Clark, PE – Project Engineer

TAB 3. EXPERIENCE, EXPERTISE, PERSONNEL & TECHNICAL RESOURCES

JonesEdmunds

Organizational Chart

Bold denotes key personnel with resumes provided
+W/MBE

Subconsultants:

- V&A Consulting Engineers, Inc.¹⁺
- Wildwood Consulting, Inc.²⁺
- GSE Engineering & Consulting Inc.³
- Collective Water Resources, LLC.⁴⁺
- EMI Consulting Specialties, Inc.⁵
- ASRus, LLC⁶
- ECHO UES, Inc.⁷
- Madrid Engineering Group, Inc.⁸⁺

Polk County Utilities

Principal/Program Manager

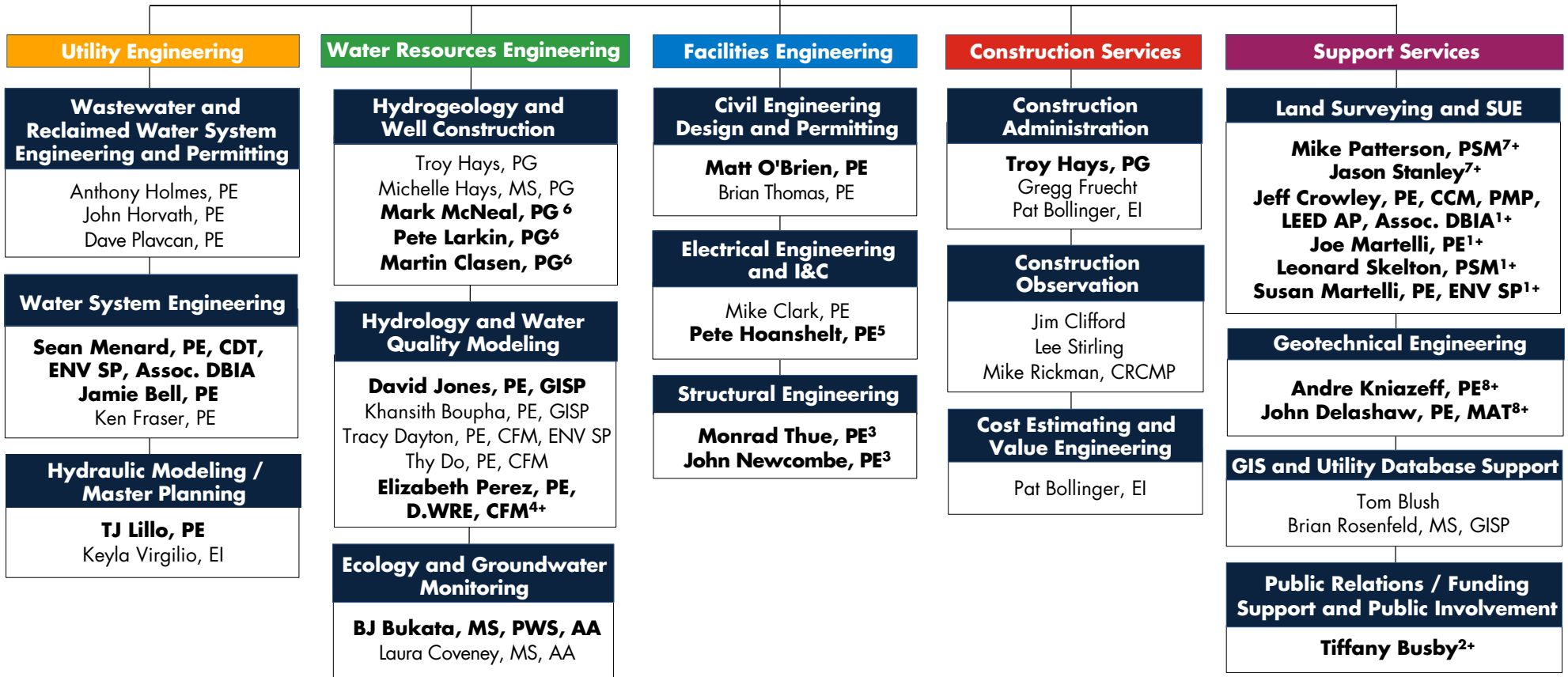
Rich Koller, PE

QA/QC

Tom Friedrich, PE, BCEE

Project Managers

Anthony Holmes, PE
BJ Bukata, MS, PWS, AA



**NAME AND TITLE: RICHARD KOLLER, PE
SENIOR CONSULTANT**
**PROJECT ASSIGNMENT: Principal/Program
Manager**

Rich is a Senior Consultant with Jones Edmunds. His primary roles include senior project management and client support. Rich has managed many projects throughout the project lifecycle, including planning, studies, design, permitting, procurement, and construction support. He has worked on the launch pad and flight hardware facilities, solid waste transfer stations, compost facilities, water and wastewater utilities, roadways, site development, stormwater projects, and more. He believes in serving clients and their communities and being proactive, highly responsive, delivering on commitments, and exceeding client expectations.

RELATED EXPERIENCE

[Crooked Lake Receivership Lift Stations and Force Main | Polk County | Senior Project Manager | Project Size – \\$307,000](#) Jones Edmunds is providing design, permitting and construction support for three new duplex lift stations to replace existing lift stations within the Crooked Lake subdivision, new force mains, and connection to the City of Lake Wales public sanitary sewer system, thus allowing for the decommissioning of an old on-site package wastewater treatment plant. Rich has served as a Senior Project Manager since project inception. The design and permitting is complete, and the project is currently bidding for construction.

[Central Regional Water Production Facility Final Design | Polk County | Project Manager | Project Size – \\$728,000](#) Jones Edmunds teamed with Reiss Engineering on design, permitting, and construction support for a new 4-MGD CRWPF for PCU. This project is Phase 2 of a two-phase project that includes a Phase 1 Utilities Operations Building. Both phases were master-planned together for the most efficient use of site roadways, stormwater systems, and utilities. Rich served as the civil Project Manager and also managed all building designs. Permitting included Level 3 Conditional Use Approval and Level 2 Final Development Approval from the Polk County Land Development Division. The project was constructed via the CMAR process.

[CR 547 Reclaimed Water Main Improvements | Polk County | Principal | Project Size – \\$167,000](#) Rich served as Principal in Charge of this project that includes the preliminary and final design, permitting, bid, and construction services for a new 12-inch-diameter reclaimed water main of approximately 7,000 linear feet. This project provides system looping for hydraulic improvements.

[17/92 Reclaimed Water Main | Polk County | Project Manager | Project Size – \\$249,000](#) Rich served as the Project Manager, providing support and facilitating communication between the Jones Edmunds design team and PCU management to ensure the successful delivery of work product and unrivaled service. The scope of this project involved the design, permitting, and construction of a new 12,000-linear-foot reclaimed water pipeline to serve residential developments along US Highway 17/92 in the Davenport area. The project is part of the NERUSA Master Plan and provides for system looping.



CURRENT POSITION:

Senior Consultant

YEARS OF EXPERIENCE: 32

AREAS OF SPECIALIZATION:

- Civil and Environmental Engineering
- Project Management
- Facilities Design
- Water and Sewer System Design
- Roadway and Drainage System Design
- Site Development
- Preparation of Plans and Specifications
- QA/QC Process
- Construction Administration
- Permitting
- Construction Administration Permitting
- Preparation of Drawings and Specifications
- Design-Build delivery
- CMAR Delivery

EDUCATION:

Bachelor of Science, Environmental Engineering

PROFESSIONAL CERTIFICATION:

Professional Engineer, #49947, FL

NAME AND TITLE: ANTHONY HOLMES, PE SENIOR ENGINEER

PROJECT ASSIGNMENT: Project Manager

Anthony is a Senior Engineer with Jones Edmunds with over 18 years of experience in water and wastewater engineering, including water supply, advanced waste treatment, storage, transmission, and distribution facilities; wastewater collection, transmission, and treatment facilities; and reclaimed water storage, transmission, and distribution facilities. Anthony is a newly selected board member of the AWWA Standards Council. He also Chairs the newly formed AWWA Solids Handling Pump Standard Committee and serves as Chair of the AWWA Submersible Vertical Turbine Pump Committee.

RELATED EXPERIENCE

[CR 540A Booster Pumping Station Improvements | Polk County | Project Manager | Project Size – \\$147,000](#) Anthony served as the Project Manager and Engineer of Record for Jones Edmunds, providing engineering design, permitting, and construction phase support for a new factory-fabricated water booster pumping station, water main piping, power supply and controls, and site work. The project included PCU directly contracting to multiple subcontractors for the booster station, electrical, and general site construction.

[CR 547 Reclaimed Water Main Improvements | Polk County | Project Manager | Project Size – \\$167,000](#) Anthony was responsible for the preliminary and final design, permitting, bid, and construction services for this project, which consists of a new 12-inch-diameter reclaimed water main of approximately 7,000 linear feet. This project involved designing and constructing a reclaimed water main extension to serve customers and provide system looping for hydraulic improvements.

[Wastewater Treatment Facility \(WWTF\) Improvements – Headworks and Oxidation Ditch BNR Upgrades | City of Bradenton | Senior Project Engineer | Project Size – \\$7,385,400](#) Jones Edmunds completed a preliminary engineering report and design, bidding, and construction administration services for improvements to the City of Bradenton’s WWTF to address hydraulic deficiencies at the plant’s headworks. We also provided assistance with a Minor Permit Modification for the WWTF FDEP operating permit and assistance with FDEP SRF funding for construction.

[Robinson Force Main – Phase I | City of Haines City | Task Manager | Project Size – \\$194,952](#) Anthony helped design a new master lift station and force main and re-routed flows within the existing wastewater collection system to alleviate flows to overloaded sections of the system. Jones Edmunds’ design improvements included the replacement of two old package lift stations, significant refurbishment of two other lift stations, and replacement pumps for several other lift stations.

[East Port Stage 1 through 5, and AWT Improvements | Charlotte County | Project Engineer | Project Size – \\$2,793,000](#) Anthony is responsible for designing the 12-MGD expansion headworks and oxidation splitter box with the Engineer of Record. He is also providing engineering design support on the yard piping and layouts.



CURRENT POSITION:

Senior Engineer

YEARS OF EXPERIENCE: 18

AREAS OF SPECIALIZATION:

- Wastewater Treatment, including BNR
- Wastewater and Reclaimed Water System Engineering
- Optimization Evaluations and Studies
- Capacity Analysis
- Master Planning
- Inspection and Condition Assessment
- Bidding and Procurement Services
- Permitting
- Construction Management

EDUCATION:

Bachelor of Science, Civil Engineering

PROFESSIONAL CERTIFICATION:

Professional Engineer, #70809, FL

**NAME AND TITLE: BJ BUKATA, MS, PWS, AA
SENIOR SCIENTIST**

PROJECT ASSIGNMENT: Project Manager

BJ is a Jones Edmunds Senior Scientist who has worked in various capacities as a Wetland Scientist, GIS Analyst, and Project Manager. He has demonstrated the comprehensive interdisciplinary experience necessary to support and analyze environmental projects, emphasizing wetlands, water quality, and ecology. He has proven experience providing technical expertise in ecological services, including evaluating, designing, and permitting off-site regional mitigation areas (ROMAs), wetland delineation, environmental permitting, wetland mitigation design, conducting qualitative and quantitative vegetation monitoring, and conducting wildlife evaluations.

RELATED EXPERIENCE

Imperial Lakes Water Treatment Plant Improvements – Preliminary Design and Permitting | Polk County | Project Scientist | Project Size – \$408,000 BJ delineated all jurisdictional wetlands on-site and surveyed the site for listed wildlife species. He also assisted with preparing an environmental write-up for the PER and assisted with permitting the designed improvements.

SWRUSA WUP Services | Polk County | Project Manager | Project Size – \$15,300 BJ assisted with WUP preparation, identified potential wetland monitoring sites, and coordinated with SWFWMD to obtain approval for the final wetland monitoring site located Carter Road Park.

SWRUSA Environmental Management Plan Monitoring | Polk County | Project Manager | Project Size – \$11,221 BJ oversaw the installation of the WAP transect and has overseen the compliance monitoring and reporting for the EMP since 2010.

NWRUSA Environmental Management Plan Monitoring | Polk County | Project Manager | Project Size – \$11,221 BJ prepared and obtained approval for the proposed NWRUSA EMP. He oversaw the installation of the WAP transect and has overseen the compliance monitoring and reporting for the EMP since 2016.

CRUSA Environmental Management Plan Monitoring | Polk County | Project Manager | Project Size – \$11,221 BJ has overseen compliance monitoring and reporting for the EMP since 2017.

Hidden Grove Preliminary Environmental Assessment | Polk County | Project Manager | Project Size – \$7,700 BJ oversaw the environmental assessment, which entailed identifying the approximate limits of jurisdictional wetlands and surface waters as regulated by the Florida Department of Environmental Protection or the Southwest Florida Water Management District and the US Army Corps of Engineers.

William Burgess Boulevard Reclaimed Water Main (Radio Avenue To Harts Road) | JEA | Project Engineer | Project Size – \$137,689 BJ oversaw the environmental permitting efforts, including wetlands and gopher tortoise surveys and an ERP.



CURRENT POSITION:

Senior Scientist

YEARS OF EXPERIENCE: 25

AREAS OF SPECIALIZATION:

- Wetland Ecology
- Environmental Permitting
- Wetland Mitigation
- Wildlife and Habitat Assessments
- Water Quality
- Geographic Information Systems
- Environmental Science (emphasis on Wetland Ecology)
- Wetland Mitigation
- Wildlife and Habitat Assessments

EDUCATION:

Master of Science, Wetlands Ecology

Bachelor of Science, Wildlife Ecology

PROFESSIONAL CERTIFICATION:

Professional Wetland Scientist, #1985, FL

Authorized Gopher Tortoise Agent, #GTA-10-00113D, FL

**NAME AND TITLE: THOMAS FRIEDRICH, PE,
BCEE
SENIOR CONSULTANT
PROJECT ASSIGNMENT: QA/QC**

Tom is a Senior Consultant/Vice President for the Jones Edmunds Infrastructure Discipline with 34 years of experience in water and wastewater treatment process design, systems evaluation, master planning, and facility project management and construction administration. He has successfully led the assessment, design, and construction phases of numerous water, wastewater, reclaimed, and biosolids engineering projects. Tom offers a wealth of knowledge in water quality evaluation, water chemistry, the microbiology of water and wastewater systems, and an in-depth understanding of plant operations, performance, regulatory compliance, and assistance with facility permitting issues. He has been the Project Manager, Engineer of Record, and QA/ QC leader for water and wastewater planning, program, design, and construction projects ranging from 0.10 to 100 MGD.

RELATED EXPERIENCE

[WWTP AWT Upgrades | City of Zephyrhills | QA/QC | Project Size – \\$597,720](#) Tom provided senior-level QA/QC on this project to upgrade the existing BNR facilities to reliably and consistently achieve an effluent TN limit of 3 mg/l or less for Springs compliance. Jones Edmunds provided engineering services; survey, geotechnical, preliminary and final design, permitting, and bidding and construction services to achieve this goal.

[Wastewater Treatment Facility \(WWTF\) Improvements – Headworks and Oxidation Ditch BNR Upgrades | City of Bradenton | EOR | Project Size – \\$486,146](#) Tom was the Engineer of Record responsible for the basis of design and technical elements for expanding the headworks screening processes, adding a new oxidation ditch flow splitter box, and upgrading the oxidation ditch DO control system with ammonia and DO sensors, VFDs on the surface aerators, and SCADA upgrades to improve and meet 5-5-3-1 effluent quality for discharge the surface waters of lower Tampa Bay/ Manatee River.

[Imperial Lakes Water Treatment Plant Improvements Design | Polk County | QA/AC | Project Size – \\$408,000](#) Tom was responsible for quality assurance and quality control reviews of the unit treatment process design of this 4.6-MGD facility. The improvements included a new water supply well and well pump, replacing two existing well pumps, hydrogen sulfide removal system, sodium hypochlorite disinfection system, blended phosphate feed system, 5,600-gpm HSPS, 1.0-MG ground storage tank, pressure control valve station, emergency generator, and process control building with the electrical room.

[East Port Stage 1 through 5, and AWT Improvements | Charlotte County | Client Services/Engineer of Record | Project Size – \\$2,793,000](#) Jones Edmunds provided preliminary design, final design, cooperative funding services, construction, and permitting services to upgrade the East Port Water Reclamation Facility from 6.0 to 9.0 MGD. Tom served as the Engineer of Record for this project. He was also the Technical Lead and Client Services Manager for the work and served as the Task Manager on many aspects of the project.



CURRENT POSITION:

Senior Consultant

YEARS OF EXPERIENCE: 34

AREAS OF SPECIALIZATION:

- Utilities Engineering
- Wastewater Master Planning
- Wastewater Treatment Plant Design and Evaluation
- Septic to Sewer Programs
- Inflow and Infiltration
- Water, Reclaimed Water & Wastewater Infrastructure Improvements
- Regulatory & Stakeholder Coordination
- Team Leadership & QA/QC
- Master & Facilities Planning
- Water and Wastewater Treatment Process Design
- Biological Nutrient Removal (BNR) and Advanced Treatment
- Water Quality, Water Chemistry, and Microbiology

EDUCATION:

Master of Science, Environmental Resource and Engineering

Bachelor of Science, Environmental and Forest Biology

PROFESSIONAL CERTIFICATION:

Professional Engineer,
#61281, FL

Board Certified Environmental
Engineer (BCEE), #01-10041

**NAME AND TITLE: SEAN MENARD, PE, CDT,
ENV SP, ASSOC. DBIA
DEPARTMENT MANAGER
PROJECT ASSIGNMENT: Water System Engineering**

Sean is a Department Manager in Jones Edmunds' Infrastructure Discipline. He has participated in various wastewater design projects with some unique requirements. He will apply his capabilities, informed by his experience, to mechanical systems design for the WWTP project. Complementing his design experience is his deep knowledge of ARC-GIS, AutoCAD Civil 3D, and GEM Software. Sean is a member of the American Water Works Association (AWWA) and the Order of the Engineer. Sean is a former Chair of the Florida Section of AWWA Region IV Water for People Committee.

RELATED EXPERIENCE

[Central Regional Water Production Facility Final Design | Polk County | Engineer | Project Size – \\$728,000](#) Jones Edmunds teamed with Reiss Engineering on design, permitting and construction support for a new 4-MGD CRWPF for PCU. Sean supported the design of all utility related work including yard piping, ground storage reservoir, and high-service pump station.

[William Burgess Boulevard Reclaimed Water Main \(Radio Avenue To Harts Road\) | JEA | Project Engineer | Project Size – \\$137,689](#) Jones Edmunds provided preliminary design, final detailed design, permitting, and bid phase services for the installation of 13,000 feet of 16-inch-diameter wastewater force main, 13,000 feet of 16-inch-diameter reclaimed water main, and a short extension of a 10-inch-diameter water line on William Burgess Boulevard from Harts Road to SR 200.

[Robinson Force Main Phase 1 | City of Haines City | Project Engineer | Project Size – \\$194,952](#) Sean supported the design of a new master lift station and force main, which involved re-routed flows within the existing wastewater collection system to alleviate flows to overloaded sections of the system. He worked on the design layout review and assisted with the creation of the Construction Drawings and Specifications.

[Headworks and Oxidation Ditch BNR Upgrades | City of Bradenton | Project Engineer | Project Size – \\$486,146](#) Sean completed the preliminary engineering calculations, researched equipment, and supported the Project Manager and Engineer of Record. During construction, Sean reviewed submittals and RFIs and conducted site visits.

[East Port Stage 1 through 5 and AWT Improvements | Charlotte County | Project Engineer | Project Size – \\$2,793,000](#) Sean provided technical assistance in creating the hydraulic profile for 9 MGD and 12 MGD expansion options in addition to performing and assisting in design and process evaluation on this project where Jones Edmunds provided professional services to Charlotte County Utilities for engineering, design, and construction services for Stage 3 and Stage 4 upgrades to the East Port Water Reclamation Facility.



CURRENT POSITION:

Department Manager

YEARS OF EXPERIENCE: 7

AREAS OF SPECIALIZATION:

- Water Treatment and Distribution Facilities Process Planning and Design
- Wastewater Collection and Treatment Facilities Evaluation, Planning, and Design
- Asset, Pipeline, and Process Condition Assessment
- Dewatering, Thickening, and Digestion
- Disinfection of Water
- Lift Stations and Force Mains
- Construction Administration, Engineering, and Inspection Services
- AutoCAD Civil 3D

EDUCATION:

Bachelor of Science, Civil, and Environmental Engineering

PROFESSIONAL CERTIFICATION:

Professional Engineer, #88647, FL

Envision Sustainability Professional, #24298

Constructions Documents Technologist, #0000000093504463

Associate Design-Build Professional (DBIA), AS-3439

**NAME AND TITLE: JAMIE BELL, PE
DEPARTMENT MANAGER**

PROJECT ASSIGNMENT: Water System Engineering

Jamie is a Department Manager in the Jones Edmunds Infrastructure Department. Jamie has played a vital role in preparing contracts, reviewing engineering design plans, facilitating funding reimbursement requests, and tracking project schedules and budgets. She has experience with grant application and administration and assisting local government entities with water supply, water quality, flood protection, and natural resource restoration projects. She also has project management experience, overseeing site inspections, permit applications, wetland assessments, water quality sampling, and monitoring schedules.

RELATED EXPERIENCE

[SRF Funding Assistance | City of Zephyrhills | Funding Assistance | Project Size – \\$56,110](#) Jamie assisted with developing the facility plan and environmental assessment supporting the SRF application.

[HMGP | City of Clearwater | Project Manager | Project Size – \\$40,000](#) Jamie assisted with the preparation of eight applications to the HMGP on this project where Jones Edmunds is helping the City with Hazard Mitigation Grant Funding available as a result of Hurricane Irma. Applications include the development of project and benefit descriptions, multiple maps for each project, cost estimates, project schedules, site visits, and an environmental review. Jones Edmunds also provided the support as-needed in response to a request for additional information from the funding agency.

[Burnt Store WRF Expansion Design | Charlotte County | Project Engineer | Project Size – \\$592,582](#) Jamie is working on the funding chapter of the Reclaimed Water Master Plan for Charlotte County.

[Gemini/DeLeon Wastewater Feasibility Analysis | Volusia County | Project Engineer | Project Size – \\$187,000](#) Jamie is assisting with the development of wastewater feasibility analyses for the Gemini and DeLeon Springsheds BMAPs. The report will outline planning-level strategies for phasing out OSTDS to meet BMAP wastewater nutrient load reduction requirements over the next 20 years.

[Doctors Lake Septic Tank Phase-Out Feasibility Study | Clay County Utility Authority | Project Engineer | Project Size – \\$66,392](#) Jamie worked on all aspects of the feasibility study for converting nearly 400 lots within seven project service areas on Doctors Lake in Clay County from the septic tank to centralized wastewater operated by the Clay County Utility Authority (CCUA).

[Water and Wastewater Facility Plans | City of Zephyrhills | Funding Assistance | Project Size – To Be Determined](#) Jamie assisted with preparing the required water and wastewater facility plans when applying for State Revolving Funding. Once the planning process is complete, she will help the City apply for funding.



CURRENT POSITION:

Department Manager

YEARS OF EXPERIENCE: 9

AREAS OF SPECIALIZATION:

- Project Management
- Grant/Funding Assistance
- Permitting
- Environmental Engineering
- Site Development
- Floodplain Management

EDUCATION:

Master of Science in Engineering,
Environmental Engineering

Bachelor of Science, Agricultural
and Biological Engineering

PROFESSIONAL CERTIFICATION:

Professional Engineer, #84793, FL

FDEP Stormwater Erosion and
Sedimentation Control Inspector,
#38688

NAME AND TITLE: TIMOTHY (TJ) LILLO, PE ENGINEER

PROJECT ASSIGNMENT: Hydraulic Modeling / Master Planning

TJ serves as an Engineer for our Infrastructure Discipline. He graduated from the University of Florida (UF) in May 2019 with a BS in Environmental Engineering Sciences (EES) and recently received his Masters in EES, focusing on wastewater design. Since starting at Jones Edmunds, he has developed a strong affection for water/wastewater hydraulic modeling. TJ also has AutoCAD and GIS experience that he has gained through utility piping, lift station, booster station, and horizontal directional drilling (HDD) design.

RELATED EXPERIENCE

[Boulevard St. Water Main and Force Main Replacements & Upgrade | JEA | Engineer Intern | Project Size – \\$135,684](#) TJ provided water and wastewater design and drawing preparation support as Jones Edmunds provided design and permitting services to replace the water mains around UF Health.

[Master Lift Station Design and Construction Services | City of Winter Haven | Engineer Intern | Project Size – \\$119,785](#) Jones Edmunds provided design, permitting, and bidding and construction-phase engineering services for the Master Lift Station.

[Water Treatment Facilities | City of Bradenton | Engineer Intern | Project Size – various sizes under an ongoing continuing services contract](#) Jones Edmunds has been serving the City of Bradenton under a continuing services contract and has worked on over 250 work orders for the City. Major Water Treatment Facility and Distribution projects include 12-MGD Surface Water Treatment Plant Design, Construction and Permitting, Reservoir Design, Water Storage Tanks, High-Service Pumping Systems, Water System Nitrification Control Study, Hydraulic and Water Quality Modeling of Water Distribution System to Determine Aging Pipe Replacement Program (6", 8", 12", 16" and 24") and Pipe Replacement CIP.

[Beverly Hills West Septic Tank Phase Out | JEA | Engineer Intern | Project Size – \\$1,749,685](#) TJ provided design and drawing preparation support as Jones Edmunds develops conceptual design alternates through final detailed design services for the gravity sewer system, low-pressure sanitary grinder pump system, water main distribution system, and new lift station within the Beverly Hills West project area.

[Southwest Regional Water Reclamation Facility \(SWRWRF\) Advanced Wastewater Treatment Plant & Reuses | Citrus County | Engineer Intern | Project Size – \\$24,000,000](#) Jones Edmunds completed the planning, permitting, design, and construction phases of an advanced wastewater treatment plant meeting a 5-5-3 effluent quality to replace the existing WWTF.

[Deltona North Pump Station and Force Main | Volusia County | Engineer Intern | Project Size – \\$598,050](#) TJ provided engineering design and permitting for the construction of a new master lift station and force main that will divert flows from the Deltona North WWTP to SWRWRF.



CURRENT POSITION:

Engineer

YEARS OF EXPERIENCE: 4

AREAS OF SPECIALIZATION:

- Environmental Engineering Technical Support
- Water/Wastewater Transport ArcGIS
- Water/Wastewater Hydraulic Modeling
- Civil 3D AutoCAD

EDUCATION:

Bachelor of Science, Environmental Engineering

PROFESSIONAL CERTIFICATION:

Professional Engineer, #96841, FL

Florida Department of Transportation
Temporary Traffic Control
Certification, #62069, FL

Manhole Rehabilitation Inspector
Training Certification Program (ITCP),
#0520-010118

NAME AND TITLE: DAVID JONES, PE, GISP
CLIENT SERVICE MANAGER
PROJECT ASSIGNMENT: Hydrology and Water Quality Modeling

David is the Water Resources Department Manager in Jones Edmunds' Tampa office. He has extensive experience applying GIS to solve water resource engineering problems and has worked in water resource engineering for 30 years. During this time, David has developed numerous automation and work process advances using GIS to increase work quality and pace. He has created multiple database designs and GIS tools focused on hydrology, hydraulics, and water quality. David also has developed pre- and post-processing routines for HCSWMM, including a geodatabase template to aid in model quality assurance activities. Projects he has managed include designing and implementing a countywide stormwater model, model review and development, map modernization, watershed management planning, and floodplain mapping.

RELATED EXPERIENCE

[Lake Daisy and Lake Sears Water Quality Management Plans | Polk County | Project Manager | Project Size – \\$49,900](#) David served as the Project Manager and assisted with the development of water quality management plans to improve the quality of the County's lakes. Nutrient enrichment is one of the leading causes of water quality impairment in Polk County. This WQMP was prepared to enable the County to prioritize structural and non-structural management actions for the priority lakes.

[Old Tampa Bay Integrated Model | Tampa Bay Estuary Program | Senior Engineer | Project Size – \\$108,500](#) David served as a Senior Engineer and helped to design an integrated set of hydrologic, hydrodynamic, water quality, and ecological models to address several environmental concerns in the Old Tampa Bay and its watershed.

[Little Manatee Watershed Management Plan | Hillsborough County | Project Manager | Project Size – \\$803,000](#) David served as Project Manager of the Little Manatee River Watershed project. Hillsborough County hired Jones Edmunds to update the Little Manatee River WMP to reflect current conditions, address SWFWMD review comments and G&S, and convert the master plan model to HC-SWMM5 which was stored in the County's HC-GWIS geodatabase.

[McKay Creek Watershed Management Plan | Pinellas County | Project Manager | Project Size – \\$734,000](#) David served as the Project Manager for the comprehensive watershed management plan for the McKay Creek Watershed in Pinellas County. The evaluation recommended specific implementation strategies to address the management of water levels in the two reservoirs, conveyance improvements to reduce flooding and erosion problems, and improvements to water quality in McKay Creek, Taylor Lake, and the Walsingham Reservoir.



CURRENT POSITION:
Client Service Manager

YEARS OF EXPERIENCE: 35

AREAS OF SPECIALIZATION:

- Water Resources
- Stormwater Management
- Watershed Management
- Geographic Information Systems
- Hydrology/Hydraulics
- Water Quality
- Floodplain Management

EDUCATION:

Bachelor of Science, Civil Engineering

PROFESSIONAL CERTIFICATION:

Professional Engineer, #44714, FL

Geographic Information Systems Professional (GISP), #00061924

**NAME AND TITLE: MATTHEW O'BRIEN, PE
SENIOR ENGINEER**
**PROJECT ASSIGNMENT: Civil Engineering Design
and Permitting**

Matt is a Senior Engineer in the Civil Design Department specializing in civil, stormwater, roadway engineering, traffic analysis, and wetland mitigation site design. Matt has designed, permitted, and supported construction of numerous roadway projects, site developments, utilities, pavement markings and signage, wetlands mitigation sites, and more. Various traffic impact studies have also been performed by Matt using SYNCHRO and HCS software. He is certified through FDOT in Advanced Maintenance of Traffic. Matt is an expert in AutoCAD, Civil 3D, and MicroStation.

RELATED EXPERIENCE

Central Regional Water Production Facility Final Design | Polk County | Civil Engineer of Record | Project Size – \$728,000 Jones Edmunds teamed with Reiss Engineering to complete the final design for a new 4 MGD CRWPF for PCU. Matt served as Civil Engineer of Record for site design, including stormwater management system, earthwork, roadway design, and grading. Matt also spearheaded permitting through Polk County's Land Development Division, including Level 2 Final Development Approvals.

Imperial Lakes Water Treatment Plant Design | Polk County | Project Engineer | Project Size – \$408,000 Matt served as Project Engineer on the site/civil design of the Imperial Lakes Water Treatment Plant. He provided site grading, roadway design, and drainage design. Matt handled stormwater permitting related to the Water Treatment Plant site development. He also supported permitting through Polk County's Land Development Division for Level 2 Final Development Approval.

East River Road Water Main Extension | Putnam County | Engineer of Record | Project Size – \$250,000 Matt served as the Engineer of Record and Lead Designer for this project. Putnam County was selected for an FY 2015–2016 Legislative Water Project Grant to extend the water main from the treatment plant on Putnam County Boulevard east along East River Road, connecting the residences and businesses to the Palm Port neighborhood. Jones Edmunds performed all design and hydraulic modeling for the new water main.

NECGA Wetland Restoration and ROMA Design and Permitting | City of Palm Coast | Task Manager | Project Size – \$100,000 Matt oversaw the site survey, design, and preparation of bid documents to restore over 30 acres of previously impacted wetlands activities to create a regional off-site mitigation area (ROMA). The plan involved excavating unpermitted fill-in wetlands throughout a 250-acre site.



CURRENT POSITION:

Senior Engineer

YEARS OF EXPERIENCE: 16

AREAS OF SPECIALIZATION:

- Roadway Drainage & Design
- Transportation Design
- Wetland Mitigation Design
- Environmental Resource Permitting
- Stormwater Treatment Design
- Site Development
- Traffic Impact Studies

EDUCATION:

Bachelor of Science, Civil Engineering

PROFESSIONAL CERTIFICATION:

Professional Engineer, #73893, FL

FDOT Advanced Temporary Traffic Control (TTC) #46139

Qualified Stormwater Management Inspector, FL #37646

NAME AND TITLE: TROY HAYS, PG SENIOR MANAGER

PROJECT ASSIGNMENT: Construction Administration

Troy is the Senior Manager for the Jones Edmunds Construction Administration Department. He has served as the Construction Administrator and Project Manager for many projects throughout Florida. Troy has been responsible for all phases of projects, including design, constructability review, cost estimating, construction, facilities start-up, and certifications. He coordinates field activities with clients, contractors, and Jones Edmunds personnel; oversees pre-construction activities, including pre-construction conferences; provides public utility coordination; and reviews contractor construction and submittal schedules.

RELATED EXPERIENCE

[Garcia Point Septic to Sewer Conversion | Citrus County | Project Manager | Project Size – \\$614,290](#) Troy was the Construction Phase Engineering Services project manager for this septic to sewer project. He was responsible for overseeing progress, managing the project financials and staffing, and interfacing with the Contractor and Client weekly.

[SWRWWTF Reclaimed Water HSPS Modifications | Polk County | Project Manager | Project Size – \\$100,813](#) Troy was the Project Manager and Contractor Administrator for the construction-phase portions of this project. He was responsible for leading both the design and construction teams on this project.

[Southwest Regional Water Reclamation Facility Advanced Wastewater Project | Citrus County | Construction Project Manager | Project Size – \\$24,000,000](#) Troy served as the Construction Project Manager and was responsible for coordination and procurement with the funding agencies. He also performed QA/QC, coordinated bid phase services, and managed the construction phase services. The new facility includes an advanced wastewater treatment plant meeting a 5-5-3 effluent quality to replace the existing wastewater treatment facility. The project was funded by SWFWMD and an SRF loan.

[Wastewater Treatment Plant No. 3 Construction Phase Services | City of Winter Haven | Project Manager | Project Size – \\$121,270](#) Troy oversaw construction administration and construction services for this project where Jones Edmunds provided design, permit, and construction-phase services for the WWTP No. 3 Reclaimed Water Pump Station and Storage Tank project. The primary components of the project included installing a high-service pump station; a 5-MG ground storage tank; and the accompanying yard piping, electrical equipment, and control systems.

[US 41 Roadway, Drainage, Utility Improvements, and Widening - Town Center CDBG Project | City of Newberry | Client Services | Project Size – \\$124,789](#) Troy provided Client Services for this project. The project involved designing and constructing municipal infrastructure to support the proposed Newberry Town Center commercial development. We prepared design plans, contract documents, technical specifications, and permit applications. We also provided construction administration services.



CURRENT POSITION:

Senior Manager

YEARS OF EXPERIENCE: 20

AREAS OF SPECIALIZATION:

- Construction Administration
- Construction QA/QC
- Contamination Remediation
- Groundwater Modeling
- Permitting
- 62-780 Site Assessments
- Funding Assistance
- QA/QC
- Evaluation of Site Conditions
- Contamination Remediation
- Project Management
- Materials Testing and Evaluation

EDUCATION:

Bachelor of Science, Geology

PROFESSIONAL CERTIFICATION:

Professional Geologist, #PG2679, FL

Transportation Approved Temporary Traffic Control (TTC) No. 51816

SUBCONSULTANTS

Jones Edmunds has partnered with subconsultant firms to complement our capabilities. One firm is local to Polk County, and five of the eight are certified W/MBEs. Brief descriptions of these subconsultants are presented below:



ASRus, LLC will provide hydrogeology and well construction services on this Contract.

ASRus was founded in 2006 to provide hydrogeological and reuse-related professional services to municipal and industrial clients in Florida. ASRus has provided hydrogeologic services for Polk

County Utilities since 2010, including the Reclaimed Water ASR system at the NRWTF and the Water Supply Wells at the Central Regional Water Production Facility.



Collective Water Resources, LLC, a certified W/MBE, will provide water quality modeling services on this Contract.

Collective Water was founded in 2012 to serve Florida's public agencies with customized and holistic solutions to water resources challenges through the effective application of technology.



EMI Consulting Specialties, Inc. (EMI) will provide electrical engineering, instrumentation, and control engineering services on this Contract.

EMI was founded in 1991 to serve the civil and environmental sectors. Their expertise concerns the power, lighting, control, and instrumentation systems required to serve the civil and environmental arena. EMI is currently involved in several PCU projects.



GSE Engineering & Consulting, Inc. will provide structural engineering services on this Contract.

GSE was incorporated in 2007. GSE's structural engineering experience includes design and forensic services for water and wastewater treatment facilities. GSE principal and senior staff offer their clients the benefit of 100+ combined years of geotechnical, structural, and environmental consulting and design services

experience. GSE's principal and senior engineers have worked extensively on a wide range of small and large governmental, institutional, commercial, and industrial projects supported by technically qualified, in-house staff and sub-consultants to provide clients with timely, cost-effective professional services.



ECHO UES, Inc. dba ECHO Utility Engineering & Survey, a certified W/MBE, will provide subsurface utility engineering services on this Contract.

ECHO UES, Inc. was founded in 2017 to provide Subsurface Utility Engineering and Survey professional services throughout Florida for various projects.

ECHO works on many different types of projects, including airports, seaports, railroad upgrades, roadway design, reconstruction, widening and safety improvements, utility design, construction and maintenance, industrial and chemical plant upgrades, and safety improvements; in general, ECHO's services are requested anywhere there is the need for obtaining above and below ground accurate information for infrastructure improvements.



Madrid Engineering Group, Inc. (MEG), a certified W/MBE, will provide geotechnical services on this Contract.

MEG was established in 1992 and offers full-service professional geotechnical engineering services. **MEG has been located in Bartow for over 25 years and**

is uniquely qualified to support Polk County. Madrid CPWG believes in a team approach to assist municipalities in designing their infrastructure needs. They develop and deliver practical solutions to maintain and improve your infrastructure assets. Their designs improve citizens' quality of life and businesses' economic growth, now and in the future.



Wildwood Consulting Inc., a certified W/MBE, will provide public involvement services on this Contract. Wildwood Consulting is a State-certified Woman-Owned Business Enterprise Small Business Enterprise on the federal government’s Central Contractor Registration list and registered with

the U.S. Small Business Administration as a Woman-Owned Small Business. Established in 2000, Wildwood Consulting, Inc. provides project management and technical services for water quality improvement, water supply conservation, natural resource restoration, and low-impact development projects. They have worked on conflict resolution, facilitation, water quality review, and planning documents for numerous areas in North Florida, Central Florida, the Panhandle, the Springs Coast, South Florida, and Southwest Florida.



V&A Consulting Engineers, Inc. (V&A) is a full-service, woman-owned consulting firm with over four decades of experience in the engineering industry. They were founded in 1979 and have grown to include over 60 employees across seven locations. They specialize in

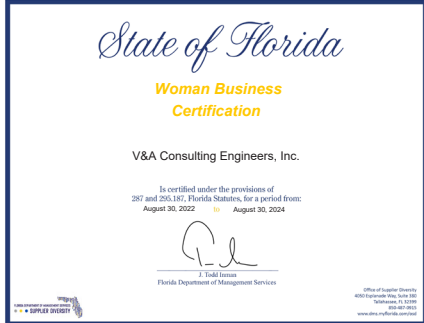
evaluating, rehabilitating, and preserving municipal infrastructure, focusing on corrosion engineering, including cathodic protection (CP). They have hands-on experience and strong working knowledge of the industry’s latest tools and technology. In addition to their corrosion engineering expertise, they have experience in utilities engineering, surveying, and construction management. The firm has provided municipal utilities engineering services for 43 years. The combination of these backgrounds will serve well in delivering an asset that will serve far into the future.

In support of the County’s commitment to increasing W/MBE participation, Jones Edmunds partnered with the following **five of our eight subconsultants who are certified W/MBEs.**

V&A Consulting Engineers, Inc.

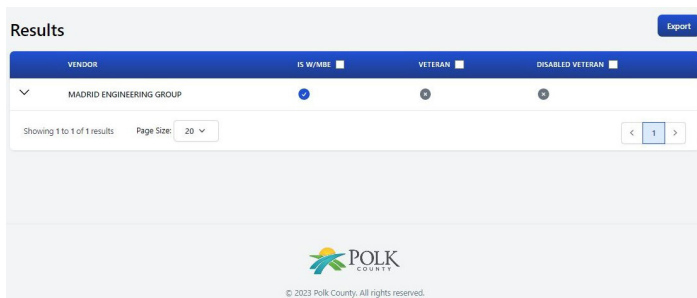
ECHO UES, Inc.

Wildwood Consulting, Inc.



Madrid Engineering Group, Inc.

Collective Water Resources, LLC.



Mark B. McNeal, PG

Experience Summary: Mr. McNeal is **Chief Executive Officer** for **ASRUS, LLC**. Mr. McNeal has more than 38 years of experience in hydrogeologic investigations in Florida, including project management of water supply, ASR, deep well injection, and reuse projects; design and permitting, well construction inspection; data analysis; geophysical logging and interpretation; aquifer pumping test design and analysis; system startup; well rehabilitation activities, mechanical integrity testing, and operational cycle testing. He is well known with FDEP and EPA Region IV for unique approaches and strategies in UIC permitting. He is a past President of WaterReuse Florida and has been active in reuse throughout his career.

Representative Projects

CCUA, Governor's Park Production Wells – Mr. McNeal is providing hydrogeologic services to support design, permitting, and construction oversight of two production wells completed into the Upper and Lower Floridan aquifer to about 1,200 feet for CCUA.

JEA, Nassau County Exploratory Well – Mr. McNeal is providing hydrogeologic services to support design, permitting, and construction oversight of an exploratory Underground Injection Control (UIC) well to manage excess reclaimed water for JEA.

JEA, Water Purification Facility – Mr. McNeal is providing hydrogeologic services to support design, permitting, and construction oversight of aquifer recharge and concentrate disposal wells as part of an indirect potable reuse project for JEA.

Manatee County, Aquifer Recharge – Mr. McNeal has been the Senior Hydrogeologist for deep injection well, aquifer recharge and ASR projects in Manatee County, work that is currently ongoing. Two injection wells and an aquifer recharge well were recently completed under his direction, which included changing the disinfectant to control disinfection byproducts at regulated levels for the aquifer recharge system.

Palm Beach County, Green Cay – Palm Beach County is developing a water purification project. Mr. McNeal is assisting with evaluation of concentrate management options to support the treatment processes selected for the purification facility.

City of Tampa, ASR and TAP Programs – Mr. McNeal has been involved with the City's Aquifer Storage and Recovery (ASR) program since 1989. He continues to provide technical and regulatory support for this ASR system, including obtaining an operations permit in October 2013. He is a hydrogeologist and lead permitter on the Tampa Augmentation Project (TAP) which proposes to recharge reclaimed water to provide indirect potable reuse opportunities to the City.

Hillsborough County, SHARP – Mr. McNeal has been actively supporting the Hillsborough County aquifer recharge project, SHARP, since its inception. Mr. McNeal helped develop and continues to lead the permitting effort for this indirect potable reuse project. He has also supported the County's reclaimed water ASR projects and other projects designed to help the County more efficiently manage its excess available reclaimed water.

City of St. Petersburg, Deep Injection Wells – Mr. McNeal has been actively and continuously involved with the City of St. Petersburg's injection well program since 1985. Mr. McNeal has assisted with all aspects of the City's injection well program and was a key participant in assisting the City with permitting its injection well system when Class I injection well re-permitting was challenged by upward migration in Florida. He recently oversaw the permitting, design, and construction of four additional Class I injection wells.

Polk County Reclaimed Water ASR – Mr. McNeal assisted the County with demonstrating feasibility of reclaimed water ASR at the County's Northwest WWTP. Due to the extended depth of fresh water at this site, the ASR system was designed to utilize the lower Floridan aquifer (LFA) to a depth of 2,944 ft. Considerable hydrogeologic data (coring, packer testing, geophysical logging, etc.) were collected throughout the entire LFA. The ASR well began cycle testing in 2014 and, due to its success, received an operation permit in 2018.



Education

- B.S., Geological Engineering, Brigham Young University, 1984

Professional Registrations

- Professional Geologist: Florida (#1231)

Total Years' Experience

- 38 years

Years with ASRUS

- 16 years

Contact Information

- mmcneal@asrus.net
- Cell: 813-765-7942

Pete Larkin, PG

Pete is a **Vice President** at **ASRus, LLC**. He has 22 years of experience in the permitting, design, construction, and hydrogeologic testing of Upper Floridan aquifer (UFA) and Lower Floridan aquifer (LFA) wells. Pete has served as Project Manager and/or Lead Hydrogeologist on various projects involving Class I municipal and industrial injection wells, aquifer recharge, ASR, reuse, and water supply projects throughout southwest and central Florida.

Representative Injection Well Projects

Peace River Manasota Regional Water Supply Authority – Pete has been actively involved with the Peace River ASR System since 2003 while at CH2M and now with ASRus. Since 2009 he has been Project Manager for the hydrogeologic services contract providing regulatory support to their ASR program, recently assisting with obtaining an operation permit for the 21-well potable water ASR system, the largest ASR system in the eastern US. He was also Project Manager and Sr. Hydrogeologist on a Class V Exploratory Well project to a depth of 3,500 feet to evaluate the potential for RO concentrate disposal.

City of St. Petersburg, Municipal Injection Wells and ASR – Pete has been involved with the City's deep injection well and ASR program since joining CH2M in 1999. Now at ASRus, he currently serves as the Project Manager for the City's injection well expansion project that includes the permitting, design, and construction of four Class I Injection wells for excess reclaimed water disposal. He also continues to assist the City with a variety of UIC projects, including well rehabilitations, permitting, annual reports, and mechanical integrity testing (MIT) of the wells.

Manatee County UIC Program, Manatee County – Pete served as Project Manager for the County's injection-well-related projects including MITs, well rehabilitations, and permitting of a Class I municipal well and design and permitting of a Class V AR well while at CH2M. Now with ASRus, he continues as Sr. Hydrogeologist, overseeing the Class V AR well construction that is permitted to recharge up to 15 MGD of reuse water in the Avon Park high-permeability zone of the UFA. He is also the Sr. Hydrogeologist for the construction of an LFA Class V municipal injection well and an LFA Class I industrial municipal/RO concentrate disposal well to 3,500 feet, recently constructed at the County's North Regional WRF. He was responsible for much of the work on these projects including permitting, design, and managing all construction oversight. He is currently managing the deep injection well under construction at Piney Point.

City of Tampa, ASR and TAP Programs – Mr. Larkin I has been involved with the City's ASR program since 1999. He continues to provide technical and regulatory support for this ASR system. He is currently managing the permitting of three Class I deep injection wells at the City's water treatment facility.

City of Bradenton ASR – Pete serves as the Sr. Hydrogeologist to expand the City's ASR program by up to three additional ASR wells and up to 6 MGD of additional capacity. He has been responsible for preparing the permit application, technical specifications, and overseeing construction activities of the first of three ASR wells at this site. He is assisting with a Feasibility Study for an AR well completed into the UFA that will allow the City to reduce or eliminate its reclaimed water discharges into the Manatee River.

SWFWMD Flatford Swamp Aquifer Recharge System – Pete prepared or assisted with a Feasibility Study, Class V Permit Application, and Technical Specifications for the Flatford Swamp AR project. This system involves aquifer recharge using surface water to return a wetland to historical hydro periods while also mitigating water level impacts within the SWUCA Most Impacted Area (MIA).



Education

- BA, Natural Science, University of South Florida, 1994

Professional Registrations

- Professional Geologist: Florida (#2793)
South Carolina (#2723)

Total Years' Experience

- 22 years

Years with ASRus

- 7 years

Contact Information

- plarkin@asrus.net
- Cell: 813-382-8516

Martin J. Clasen, PG

Mr. Clasen is currently a Vice President for ASRus, LLC. Mr. Clasen has over 40 years of experience in the geologic sciences and has successfully managed water resource projects, water supply projects, hydrogeologic studies, contamination and assessment projects, remedial investigations and clean-ups, and munitions and explosives of concern (MEC) projects for both governmental and private clients. He has extensive experience on a wide variety of projects including groundwater modeling, water resource assessment, deep well injection, aquifer storage and recovery (ASR), surface geophysics, borehole geophysics, water supply, application of treated effluent, landfill monitoring, geologic interpretation, risk-based data management, and base metal and precious metal mining.

Representative Water Supply Projects

JEA Ponce De Leon Water Treatment Plant – For JEA, Mr. Clasen is part of a team responsible for siting, designing, and overseeing construction of a water supply replacement well at the Ponce De Leon Water Treatment Plant. Mr. Clasen is managing the hydrogeologic services, including services during construction. Technical specifications were prepared and our team provided assistance during bidding, which resulted in a well replacement cost considerably below the engineer’s estimate. Construction of this well is expected to begin soon, and Mr. Clasen will be providing assistance during the well construction process. Mr. Clasen is working closely with the prime consultant contracted with JEA to complete this replacement well.

Polk County Central Water Production Facility – Mr. Clasen is part of a team responsible for designing, permitting, and constructing two Upper Floridan aquifer (UFA) and one Lower Floridan aquifer (LFA) water supply wells for Polk County Utilities. Mr. Clasen managed all of the onsite resident observation during drilling and testing activities. Drilling was completed throughout the entire LFA strata to a depth of over 3,000 feet. Mr. Clasen prepared the Well Completion Report prepared to document the drilling and testing activities of the large diameter UFA water supply well and dual-use LFA/UFA production well capable of producing both fresh and brackish groundwater out of the same well.

Englewood Water District, Reclaimed Water ASR – Mr. Clasen has been involved with EWD’s fresh groundwater and brackish groundwater supply wells. EWD operates two brackish water wellfields and four shallow freshwater wellfields throughout its service area. An annual wellfield operations report is prepared and submitted to the Southwest Florida Water Management District (SWFWMD) that evaluates the condition of each of the wellfields which Mr. Clasen has assisted with.

City of Apopka Grossenbacher WTP – Mr. Clasen is part of a team that is converting an UFA water supply well to a LFA supply well as a condition of the City’s Consumptive Use Permit (CUP). Mr. Clasen is responsible for drilling oversight activities and helped to design the LFA production well. Replacement well No. 1 is designed to be completed to a depth of 1,400 feet below land surface (bls). Mr. Clasen provides senior hydrogeological oversight of this work.

City of Apopka Mt. Plymouth WTP – Mr. Clasen is part of a team that is converting an UFA water supply well to a LFA supply well for the Mt. Plymouth Lakes Well No. 1 replacement. Mr. Clasen provides senior hydrogeological oversight of this work and will be responsible for defining the lithologic profile encountered during drilling.

City of Zolfo Springs Water Supply Well – Mr. Clasen provided senior hydrogeological services as a subcontractor under Rowe Drilling to construct and provide startup services for a City production well into the UFA. The well provided much needed public water supply redundancy for its water supply system.

Marion County Water Supply Well – Mr. Clasen is currently providing hydrogeologic oversight on a coring project to assess the water supply potential in the LFA at two sites within Marion County. Two cores through the LFA and UFA are being drilled with comprehensive testing throughout the project. Cores collected are logged and photographed under the supervision of Mr. Clasen.



Education

- M.S., Geology, University of South Florida, 1989
- B.A., Geology University of South Florida, 1979

Professional Registrations

- Professional Geologist: Florida (#27)

Years with ASRus

- 11 years

Elizabeth M. Perez, P.E., D.WRE, CFM



Education:

- **MSCE**, Civil Engineering, Georgia Institute of Technology
- **BS**, Environmental Engineering, University of Florida

Registrations:

- Professional Engineer, Florida, #61023
- Diplomat, American Academy of Water Resources Engineering (D.WRE)
- Certified Floodplain Manager

Career Highlights:

- Co-Author of Four Books on Stormwater, Water Supply, and Technology
- Former Appointed Member of National Committee for the American Society of Civil Engineers
- Current President, Florida Stormwater Association (2022-2023)

Elizabeth Perez, P.E., D.WRE, CFM is President and Founder of Collective Water Resources, LLC. Most notably, she has served as a member of the National Energy, Environment, and Water Policy Committee within the American Society of Civil Engineers and is a co-author on the 8th Edition of the well-known textbook *Water Supply and Pollution Control*. She has designed and taught classes on stormwater modeling both at the University of Florida's TREEO Center and in conjunction with various professional organizations. A sampling of Ms. Perez's broad professional experience follows, which includes water supply, watershed management, surface water modeling/analysis, GIS, regulatory advocacy, and the creation of stormwater modeling/design guidance for various public agencies. Ms. Perez has 24 years of experience as a water resources and environmental engineer.

Most Relevant Project Experience: Past 5 Years

Polk Regional Water Cooperative (Polk County, FL). *Water Supply Engineering/Modeling.* Collective provided assistance with a response for the Cooperative in recent regulatory negotiations in an expert capacity. Ms. Perez personally provided model-based deliverables and reviewed information provided by other local agencies. She also presented on behalf of the Cooperative and advocated for their position in meetings with SWFWMD.

American Flood Coalition/AFC (Washington, DC). *Expert Guidance & Assistance.* In 2022, the American Flood Coalition hired Ms. Perez to assist with co-authoring and collaborating on guidance for various audiences. Since that time, Ms. Perez has prepared several documents and workflows related to hydrologic and hydraulic modeling, climate change, and inundation modeling for the AFC.

Watershed Management Program, SWFWMD *Various Counties, Cities, and the Southwest Florida Water Management District*

Since 2003, Ms. Perez has worked on the modeling, floodplain mapping, and watershed planning efforts for over 100 square miles of watersheds throughout Southwest Florida. As part of this work, she has acted in the role of peer reviewer, project manager, and project engineer. The projects involved extensive GIS and ICPR integration including LiDAR processing, DTM and DEM development, geodatabase population, ArchHydro customization, automated model updates, and custom tool development. The models included special considerations for surface and groundwater interaction, 2-dimensional riverine boundary conditions, dendritic and deranged systems, and karst topography. She has presented the DFIRM process and floodplains during a series of presentations to affected stakeholders, City and County officials, and SWFWMD staff throughout many of her projects.

Multi-Jurisdictional Climate Change and Vulnerability Assessment, Southeastern Palm Beach County, Florida. *Project Manager.* The Climate Change Vulnerability Assessment (CCVA) was an assessment of 12 key climate threats across southeastern Palm Beach County. Ms. Perez was the project manager and lead water resources engineer. The project involved 8 jurisdictions and coordination across the entire micro-region. Ms. Perez personally coordinated both consultant and jurisdictional activities for the technical and outreach/equity teams. She is a co-author on the final report for the project and a lead presenter for several key workshops and Commissioner briefings. The project team was recently brought back in 2022 for updates to make the assessment fully compliant with FDEP requirements and all revisions were accepted by both FDEP and all stakeholders and are now being used throughout the County for various planning efforts.

WILLARD "PETE" HOANSHELT, PE

Electrical | Instrumentation and Controls Principal



Education

BS, Electrical Engineering,
University of Florida

Registration

Professional Engineer:
Florida No. 42592

Summary

Mr. Hoanshelt is highly qualified in electrical and instrumentation control engineering, with specific expertise in the water and wastewater industry. He is qualified to engineer and design electrical power distribution and lighting system for both low and medium voltage systems. His expertise in electrical machines and variable speed drivers provide bases for his energy management studies. Mr. Hoanshelt's expertise in instrumentation and controls includes computer based data acquisition systems, programmable logic controls, analog loop and discrete conventional control systems, flow and analytical meter evaluation and selection.

Project Experience

Delwood Super Station Design-Build, Hillsborough County, FL. Electrical and instrumentation and controls engineer for this design-build project involving the design and construction of a 10-mgd dual wet well, triplex diversion pump station. This project included the power and distribution of normal and emergency power to the large master pump station with motor, lighting and miscellaneous loads. This project included two engine driven pumps.

Lift Station SCADA, Clermont, FL.

Electrical engineer for a spread spectrum radio telemetry system communicating to remote lift stations and a base computer with software related to communication, alarming and data acquisition.

LS #1 Rehabilitation, Altamonte Springs, FL.

Electrical engineer for the design of the electrical and generator systems for a wastewater pump station with odor control. The project included the design of a programmable logic controller-based control system to implement automatic pumping. The control system included interfacing with the City's

SCADA system, flow metering and level monitoring.

LS #8 Rehabilitation, Altamonte Springs, FL.

Electrical engineer for the design of the electrical and generator systems for a wastewater pump station. The project included the design of a programmable logic controller-based control system to implement automatic pumping. The control system included interfacing with the City's SCADA system, flow metering and level monitoring.

Pump Station Package Rehabilitation, Seminole County, FL.

Electrical engineer for the power and distribution of normal and emergency power to sixteen (16) lift stations ranging from 5HP to 47 HP. Also, responsible interfacing with the existing telemetry systems and local control system replacement.

Glen Sub-Regional Water Reclamation Facility Expansion to 3.0 MGD, Hernando County, FL.

Electrical engineer for the replacement of the plant SCADA system hardwired and software and related field instrumentation.

Valrico 12 MGD Wastewater Plant Expansion, Hillsborough County, FL.

Responsible for the conversion of the plant SCADA hardwired system to a digital based data acquisition system utilizing multiple AB ControlLogix programmable logic controllers, valve actuator networks via Ethernet/Pakscan and remote PC computers mounted in a custom console. The PLC network used multimode fiberoptic cables connected in a redundant ring. Field instrumentation related to flow, level pressure and chlorine residuals were added for the improved process controls.

Morris Bridge Water Treatment Plant Power Plant, Tampa, FL.

The project included a 3.0 MW power plant for the stand-by use of a 40 MGD water plant. The power plant utilized medium voltage switchgear and closed transition transfer scheme. The switchgear used programmable controllers, auto-synchronizers and utility relays.



Monrad Thue, P.E.

Principal Engineer



Engineering & Consulting, Inc.

5590 SW 64th Street, Suite B
Gainesville, FL 32608
Gseengineering.com

Professional Profile

Mr. Thue has over 42 years of experience in structural design and construction supervision for commercial and residential projects. His areas of expertise include design and inspection of projects incorporating reinforced concrete, pre-cast concrete, concrete masonry, steel and wood framing. Mr. Thue has extensive experience in forensic engineering, including the evaluation and repair of damaged structures. He has also taught the Structural Capstone course at the University of Florida for the past 4 years, and has provided expert witness testimony for projects in the State of Florida. He is a licensed Threshold Inspector who has provided Threshold inspections for numerous large projects for the University of Florida.

Project Experience

- UF Band Field Renovations, University of Florida, Gainesville, FL (GSE Engineering & Consulting, Inc.). Lead Structural Engineer in charge of designing and inspecting construction of the foundations for the relocated Film Tower and new Pavilion.
- Lead Structural Engineer (GSE Engineering & Consulting, Inc.), Sugarmill Woods WWTP, Citrus County, Florida. Responsible for design and construction inspection of reinforced concrete structures at the Citrus County Waste Water Treatment Facility. Structures included a headworks facility, operations building, clarifiers, sludge holding tanks, filters, generator pads, and a chlorine contact basin for this \$20 million project.
- Lead Structural Engineer (GSE), Cameo Pond Pump Station, Ocala, Florida. Responsible for design of all structural components for this \$2.15 million project.
- Lead Structural Engineer (GSE Engineering & Consulting, Inc.), UF Reitz Union Expansion and Renovations, University of Florida, Gainesville, Florida. Responsible for Threshold inspections for this \$70 million expansion project for the University of Florida. Supervised all required structural inspections, and developed reports and corrective action log as required to meet the Florida Statutes for Threshold Inspections.
- Lead Structural Engineer (GSE Engineering & Consulting, Inc.), St. Margaret's Waste Water Treatment Plant, Lake City, Columbia County, Florida. Responsible for evaluation and design requirements for constructing penetrations in existing digesters at the St. Margaret's Waste Water Treatment Plant. Developed technical memorandum discussing the structural inadequacies of the original design and alternate solutions for the City.
- Lead Structural Engineer (CH2MHILL), Kanapaha WWTP Expansion, Gainesville Regional Utilities, Florida. Responsible for design of reinforced masonry and concrete structures at the Kanapaha WWTP. Structures included electrical and storage buildings, generator pads, and wastewater treatment structures for this \$12 million expansion project.

Education

B.S., Civil Engineering, University of Florida, 1978

M.S., Structural Engineering, University of Florida, 1983

Certifications

Professional Engineer Florida- 32071

Threshold License - 407

Areas of Specialization

Structural Design of Commercial and Residential Structures

Structural Design of Water and Waste Water Treatment Plants

Forensic Structural Engineering

Threshold Inspections

Special Inspections for Steel, Concrete and Wood Framed Structures

Expert Witness Testimony

Affiliations

American Society of Civil Engineers (ASCE)



John C. Newcombe, P.E.

Senior Engineer



Engineering & Consulting, Inc.

5590 SW 64th Street, Suite B
Gainesville, FL 32608
Gseengineering.com

Professional Profile

Mr. Newcombe is a Senior Engineer with 13+ years of experience in geotechnical, structural related engineering and construction materials testing in North and Central Florida. While attending the University of Florida, John was a carpenter and laborer in the building construction industry. He began his career with GSE as an engineering assistant while attending college performing various tasks related to geotechnical, subsidence/sinkhole evaluations, and forensic structural field investigations. His experience includes monitoring subsurface site improvements, remediation including deep and shallow injection grouting and stone column site improvements on multiple projects. He has also monitored the installation of hundreds of auger cast-in-place piles, conducted load tests, and is a drilled shaft inspector. His structural experience includes serving a threshold agent on multiple projects, forensic structural investigations as well as monitored structural remedial measure implementation, and re-construction. He has led and collaborated with colleagues on structural design projects in and around North Central Florida. Mr. Newcombe's duties include project management, structural and geotechnical field inspection, structural design calculations, and summary report generation.

Project Experience

- Project Structural Engineer, Celebration Building 800, Gainesville, Florida. Responsible for the structural design for steel framed construction.
- Project Structural Engineer, Celebration Building 2010, Gainesville, Florida. Responsible for structural design for this steel framed construction.
- Project Structural Engineer, Celebration Building 03, Gainesville, Florida. Responsible for structural design for this steel framed construction.
- Threshold Inspector Field Representative, Campus Social 28 (Courtyards) Apartment Complex, Gainesville, Florida. Under the supervision of the Threshold Inspector, responsible for inspection of pre-stressed concrete with post-tension cable and mild reinforcing for this eight-story building.
- Structural design, Various Projects, Florida. Responsible for structural calculation of wood trusses, steel joists, beams and girders for multiple structures.
- Geotechnical Inspections, Gainesville, Florida. Responsible for observations and recording of Standard Penetration Testing, Cone Penetrometer Testing, and subsurface improvements.
- Drilled Shaft Inspections (GSE Engineering & Consulting, Inc.), SW 43rd Street, Gainesville, Florida. Performed drilled shaft inspections for FDOT signal installation.
- Threshold Inspector Field Representative (GSE Engineering & Consulting, Inc.), Heavener Hall, University of Florida, Gainesville, Florida. Under supervision of the Threshold Inspector, responsible for inspection of reinforced concrete placement for foundations, walls, columns, and beams.

Education

B.S., Civil Engineering (Structural),
University of Florida, 2009

Certifications

Florida- P.E. #93594

Areas of Specialization

Logistics

Team Management

Emergency Response

Structural Engineering

Plans and Job Specifications



Mike Patterson, PSM
Vice President

Contract Role: Senior Surveyor

Years' Experience: 22

Availability: 60%

Office Location: Tampa, FL

Education

- BS / Surveying / 2001,
Pennsylvania State University

Professional Registrations

- Florida Professional Surveyor &
Mapper – LS 6560

Professional Affiliations

- Florida Surveying and Mapping
Society

Summary of Experience

Mr. Patterson has over 22 years of experience providing surveying, mapping and subsurface utility engineering professional services on a multitude of transportation projects throughout central and west Florida. Mr. Patterson has supervised and participated in many surveying projects including right of way control surveys, right of way mapping, geodetic control surveys, design/topographic surveys, boundary surveys, and subsurface utility surveys. He has developed standards and procedures for field and office work in order to increase efficiency and quality of the produced deliverables while always focusing on safety.

As Vice President of Surveying of ECHO UES, Inc., Mr. Patterson is involved with Standard Operating Procedure (SOP) development and implementation, staff training, quality control, technical leadership, in addition to general business tasks pertaining to the Company's partners.

Significant Projects

Polk County NE2 & NW Generators Site Improvements, Polk County, FL: Mr. Patterson served as the Senior Surveyor for this project where ECHO provided Subsurface Utility Engineering and Topographic Survey services which resulted in designating and locating the position of underground utilities located at the project generator sites defined within the project scope. Cost: \$14,975

Polk County NERWWTF Clarifier Addition, Polk County, FL: Mr. Patterson served as the Senior Surveyor for this project which 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. Cost: \$75,600

US 92/SR 600 at Fish Hatchery Road, Polk County, FDOT District 1 (FPN 4419983-1): Mr. Patterson is serving as the project manager and surveyor of record for this design project in which ECHO is responsible for establishing horizontal and vertical control, retracing the historic alignment, R/W calculation from record information (R/W maps, plats, last deed of record), topographic survey, survey of geotechnical borings and designating (CI/ASCE 38-02 Quality Level B) and locating (CI/ASCE 38-02 Quality Level A) subsurface utility engineering. Cost: \$135,100

SR 60 West of Diesel Road, Polk County, FDOT District 1: Mr. Patterson prepared the design survey, including digital terrain model, right-of-way control survey and right-of-way maps to support the engineer of record's efforts associated with the final design and construction of this FDOT project. Additional responsibilities included processing and reviewing the survey of designating (CI/ASCE 38-02 Quality Level B) and locating (CI/ASCE 38-02 Quality Level A) subsurface utility engineering efforts. Cost: \$74,500

West Pipkin Road Widening Project, Polk County, FL: Mr. Patterson served as Senior surveyor for this project where ECHO provided Subsurface Utility Engineering services, which included designating and locating the position of underground utilities in areas where design elements were in potential conflict with utilities. Cost: \$125,000

Thompson Nursery Road, Polk County, FL: Thompson Nursery Road is a proposed four-lane urban collector roadway located to the south of Winter Haven. The corridor limits of the Project are from the intersection of US 17 @ SR 540 to the intersection of Thompson Nursey Road @ West Lake Ruby Drive. This project consists of the final design and construction of this new roadway. ECHO was requested to provide survey, subsurface utility engineering, and utility coordination services. Mr. Patterson currently serves as the Survey lead. Cost: \$20,000 (To Date – Ongoing)

Grow, Inspire, Make a Difference



Jason Stanley
Vice President

Contract Role: SUE Lead

Years' Experience: 23

Availability: 60%

Office Location: Tampa, FL

Education

- Associates of Applied Science (AS), Design Technology, ITT Technical Institute

Professional Registrations/Licenses

- Florida Department of Environmental Protection, Erosion and Sedimentation Control, Lic#435

Certifications/Training

- Transportation Worker Identification Credentials (TWIC)
- Florida Phosphate Producers
- Intermediate Maintenance of Traffic
- US NAVY Veteran, Operation - Specialist A-School Training

Summary of Experience

Mr. Stanley has over 23 years of experience providing subsurface utility engineering (SUE) professional services, in addition to providing management support for surveying and mapping services throughout the state of Florida. Mr. Stanley spent his entire working career dedicated solely to risk management and the protection and construction of public and private infrastructure, specifically through Subsurface Utility Engineering and Survey processes.

Mr. Stanley's extensive experience working with a wide range of clients in both the public and private sectors has provided him with a diverse background and exposure to potential public and utility related issues that may present themselves during a contract. His experience includes project management, finance, subsurface utility engineering, surveying and mapping, utility/roadway design and construction, water/wastewater treatment and nuclear energy plants, permitting and construction claims.

Mr. Stanley will serve as SUE lead on this contract and provide proactive, hands on review of all SUE Task deliverables ensuring continuity and consistency of the processes and products amongst the valued ECHO team members.

Significant Projects

Polk County NERWWTF Clarifier Addition, Polk County, FL: Mr. Stanley served as the SUE lead for this project which 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. Cost: \$75,600

Polk County NE2 & NW Generators Site Improvements, Polk County, FL: Mr. Stanley served as SUE lead for this project where ECHO provided Subsurface Utility Engineering and Topographic Survey services which resulted in designating and locating the position of underground utilities located at the project generator sites defined within the project scope. Cost: \$14,975

Thompson Nursery Road, Polk County, FL: Thompson Nursery Road is a proposed four-lane urban collector roadway located to the south of Winter Haven. The corridor limits of the Project are from the intersection of US 17 @ SR 540 to the intersection of Thompson Nursery Road @ West Lake Ruby Drive. This project consists of the final design and construction of this new roadway. ECHO was requested to provide survey, subsurface utility engineering, and utility coordination services. Mr. Stanley currently serves as SUE lead. Cost: \$20,000 (To Date – Ongoing)

West Pipkin Road Widening Project, Polk County, FL: Mr. Stanley served as the SUE Project Manager for this project where ECHO provided Subsurface Utility Engineering services, which included designating and locating the position of underground utilities in areas where design elements were in potential conflict with utilities. Cost: \$125,000

US 92/SR 600 at Fish Hatchery Road, Polk County, FDOT District 1: Mr. Stanley served as SUE QA/QC for this design project in which ECHO was responsible for establishing horizontal and vertical control, retracing the historic alignment, R/W calculation from record information (R/W maps, plats, last deed of record), topographic survey, survey of geotechnical borings and designating (CI/ASCE 38-02 Quality Level B) and locating (CI/ASCE 38-02 Quality Level A) subsurface utility engineering. Cost: \$135,100



JEFF CROWLEY, P.E, CCM, PMP, DBIA, LEED AP BD+C |

Alternate Project Manager

Mr. Crowley is a Florida-licensed Project Engineer with 26 years of experience in the water and wastewater industry, including solid waste and utility projects. Jeff's career includes many positions gaining various sectors and areas of expertise such as wastewater treatment plants, pipelines, pump stations, and odor control installation of structures up to \$200,000,000 contract values. He manages the planning, design, and construction of structures and facilities for government agencies and the private sector. He understands various delivery methods. In the Principal-in-Charge role, he focuses on building teams dedicated to the success of

challenging, complex, high-profile projects through strong communications and a safe working environment. He is committed to developing solid relationships with clients and exceeding their expectations.

YEARS OF EXPERIENCE

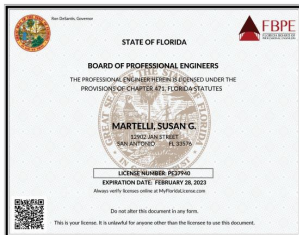
26

EDUCATION

B.S., Civil and Environmental Engineering, Clarkson University, 1995

REGISTRATIONS

Professional Engineer, Florida #79244



Project Management Professional (PMI1728871)

TRAINING

Design-Build Institute of America (DBIA)
Certified Construction Manager (CMAA)
LEED Accredited Professional in Building Design and Construction
OSHA 30 Certified
Confined Space Entry Certified
First Aid/CPR/AED

CONTACT INFORMATION

Jeff Crowley, PE
Southwest Regional Manager
Metzger + Willard, Inc. a V&A Consulting Engineers Company
8600 Hidden River Parkway
Suite 550
Tampa, FL 33637
T:813.977.6005

RELEVANT EXPERIENCE

- **Master Lift Station Replacement. Winter Haven, FL**
Construction of a new 12 MGD master lift station for the City of Winter Haven and demolition of the existing one upon completion and commissioning of the new one. The new master lift station included a well, sewage grinder, submersible pumps, electrical and control building, odor control, emergency generator, emergency bypass pump, and aesthetic site improvements to incorporate the station into the new Chain of Lakes Sports Complex.
- **WWTP Headworks Improvement Project. Bradenton, FL**
Project included the construction of a new emergency bypass channel at the existing headworks with manual bar screen, existing channel concrete improvements and lining, construction of an effluent splitter box to divide flow evenly to the oxidation ditches or isolate as needed. Project also consisted of a new electrical building, grit removal from the oxidation ditches, new mixers and covers for the ditches, SCADA integration, yard piping, electrical and instrumentation and control upgrades.
- **Eastport Reclaimed Water Pump Station. Port Charlotte, FL**
Construction of a 15 MGD reclaimed pump station to pump Eastport WWTF effluent stored in a 96 MG pond throughout the County. Project included the construction of a new wet well and associated pumping, VFDs, electrical, filters, flow meter, yard piping, SCADA integration, site improvements, and instrumentation and controls.
- **WTP ASR 2. Bradenton, FL**
Construction of an aquifer storage and recovery system that pumped potable water into a dissolved oxygen stripping tower that was then injected seasonally into the aquifer at a rate of 2 MGD. A portion of the injected water was seasonally recovered and returned to the head of the Plant to improve water quality during the dry season. Project included distribution, injection, and recovery pumping, stripping tower, sampling building, monitoring and injection wells, yard piping, ASDs, electrical, and instrumentation and control systems.



JOE MARTELLI, P.E. | Alternate Project Manager / Construction Manager

Mr. Martelli is a Professional Engineer licensed in the State of Florida. He has over 26 years of experience, including the planning and design of water, wastewater and reclaimed water projects, project management, forensics engineering, capital projects, asset management, infrastructure assessment and construction inspection. Mr. Martelli leads the firm's Construction Services Department and has experience in providing alternative delivery utility construction projects. He also has conducted several infrastructure condition assessment and asset management projects for Tampa Bay area clients.

YEARS OF EXPERIENCE

26

YEARS WITH MWI

18

EDUCATION

BS Mechanical Engineering (BSME)

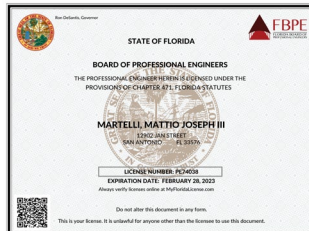
University of South Florida
1991

Associate of Specialized Technology, Pennco Technical Institute, 1987

Associate of Science, Cumberland County College, 1988

REGISTRATIONS

Professional Engineer, Florida #74038



TRAINING

FDOT Certified Stormwater Mgmt Inspector, 2012

Pumping Station Design, 2005

OSHA: The Complete Compliance Workshop, AMA, 1999

Project Mgmt, Kepner Tregoe, 1999
Transferring Products & Processes, 1997

FEMA: Failure Mode, Effect & Criticality Analysis, 1995

Solving Indoor Air Quality Problems in Hot Humid Climates, 1995

Shock & Vibration Analysis, 1994

CONTACT INFORMATION

Joe Martelli, PE
Construction Manager
Metzger + Willard, Inc. a V&A Consulting Engineers Company
8600 Hidden River Parkway
Suite 550
Tampa, FL 33637
T:813.977.6005
M:813.334.8785

RELEVANT EXPERIENCE

- **Hillsborough County / Bell Shoals Roadway Improvements / Bloomingdale, FL.** Project Manager responsible for providing utility construction support and as-built data collection support for a 2.75-mile portion of the Bell Shoals Road extension from Bloomingdale Avenue and Boyette Road. Services were provided as a sub-consultant.
- **Westchase Potable Water Interconnection Project / Hillsborough County, FL.** Project Manager responsible for the preliminary and final design, design survey, wetlands survey, permitting, bid phase support, construction phase services, inspection, and asset management compliance. The project included the construction of approximately 2,600 linear feet of 12-inch water main with appurtenances and required non-trenchless construction across sensitive wetland areas.
- **William E. Dunn WWTP Chlorine Building Project / Pinellas County, FL.** Senior Project Engineer responsible for the evaluation of chlorination system options, and preliminary and final design of the recommended alternative gas chlorine system. Tasks included survey; civil, structural, mechanical, and electrical design; permitting, cost estimating, specifications, bid assistance, and construction phase services.
- **Rehabilitation of Lift Station 28 and 29/ City of Clearwater, FL.** Senior Project Engineer responsible for the rehabilitation of two City lift stations to bring the facilities up to the current City Standards. Work included design and permitting and included structural repairs and coatings for wet wells, replacement of pumping units, piping, fittings, valves, electrical and instrumentation, and other appurtenances.
- **Carrollwood/Dale Mabry RWPS Replacement / Hillsborough County, FL.** Senior Inspector responsible for construction observation of a new reclaimed water pump station to meet a seasonal peak demand of 9,000 gallons per minute (gpm). Improvements included six horizontal split case pumps, an electrical building, site improvements, and SCADA equipment.
- **Water Treatment Plant No. 5 / City of Groveland, FL.** Senior Project Engineer responsible for water system modeling and design and permitting for the construction of a 1.7 MGD water treatment facility including 2-750 gpm potable water wells, 0.75 MG prestressed storage tank, water treatment process equipment for disinfection and stabilization, and emergency generator.



LEONARD SKELTON, PSM | Professional Surveyor and Mapper

Mr. Skelton has over 40 years of surveying experience in West Central Florida. He has worked on a wide variety of projects ranging from Boundary Surveys, Topographic Surveys, Route Surveys, Subdivision Plat Reviews and Construction, Engineering & Inspection Surveys for private and public clients. He also has significant experience working for municipal clients on utilities projects.

YEARS OF EXPERIENCE

40

YEARS WITH MWI

1

REGISTRATIONS

Professional Surveyor and Mapper
Florida #5068



CONTACT INFORMATION

Leonard (Lenny) Skelton
Professional Surveyor and Mapper
Metzger + Willard, Inc. a V&A
Consulting Engineers Company
8600 Hidden River Parkway
Suite 550
Tampa, FL 33637
T:813.977.6005

RELEVANT EXPERIENCE

- **Water Main Design-Build FY19 / Tampa, FL.** Professional Surveyor and Mapper responsible for providing surveying services, including a topographic survey of over 22,182 LF of the route. Visible above-grade features were identified, and elevations were collected on a 50-ft grid. Survey drawings were provided in AutoCAD Civil 3D format.
- **Regents Park and Pebble Creek Drive Route Survey / City of Tampa, FL.** Professional Surveyor and Mapper responsible for providing horizontal and vertical control network, recovery of monumentation, alignment determination staking and referencing, and topography surveys for design purposes along 2 miles of Regents Park Drive. The survey was provided in AutoCAD Civil 3D format.
- **12th Street / City of Tampa, FL.** Professional Surveyor and Mapper responsible for determining the right of ways of approximately 3 miles of urban neighborhood collector roadways utilizing existing deeds and plats, finding historical property corners, and mapping the results. Utilizing GPS and conventional methods, a primary horizontal and vertical control network was developed for use in preconstruction and post. Alignments for all streets were developed and staked as necessary. A topography survey of all observed features within 10 feet of the rights of way was located and mapped for engineering design purposes.
- **FDOT District VII, S.R. 580 Dale Mabry Highway from Waters Avenue to Hillsborough Avenue / Hillsborough County, FL.** Provided design survey services on this 2.5-mile project along State Road 580. Services included horizontal project control, vertical project control, establishing rights of way and reference alignments, 3D topographic, DTM, and pond surveys. Responsibilities included staking, recovery of historical alignment, lot and section ties, and cross sections every 1000' intervals.
- **US 27 (SR 25) / Polk County, FL.** Establish and or verify horizontal and vertical control of US 27 from CR 546 to CR 544, SR 542 to CR 546, Holly Grove Road to Deer Creek Boulevard, and from North Boulevard to Holly Hill Grove Road for the general contractor and prepared post-construction record drawings for 8 miles of the project.
- **Florida Power & Light – Sarasota County, FL.** Provided design surveys for the conversion of overhead power to underground. Field surveyed right of ways, property boundaries, and improvements over 80 miles for utility company. Prepared sketch and description sketch for over 500 power easements. Surveyed for construction layout for all new facilities.



SUSAN MARTELLI, P.E., ENV SP | Project Manager

Ms. Martelli, Regional Engineering Manager, has over 41 years of civil and environmental engineering experience throughout the State of Florida. Her engineering experience includes planning, design of water, wastewater and stormwater management facilities, water supply and storage treatment and transmission system improvements, reclaimed water transmission and distribution facilities, wastewater collection systems, pumping stations, force mains and treatment facilities. She has conducted numerous projects for Hillsborough County, Pinellas County, Pasco County, the City of Tampa, Clearwater, Largo, and Tampa Bay Water. These projects all were conducted under miscellaneous services contracts similar to the proposed contract.

YEARS OF EXPERIENCE

41

YEARS WITH MWI

34

EDUCATION

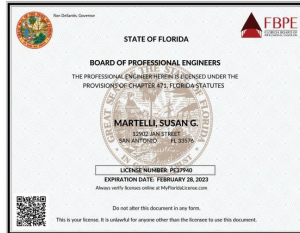
BS Environmental Engineering (BSEE)

University of Florida 1982

REGISTRATIONS

Professional Engineer, Florida #37940

ENVISION™ Sustainability Professional



TRAINING

Pump Application for Wastewater Systems Training
Stormwater Management Training

Cross Connection Control Training

Land Application of Wastewater Training
A Wetland Primer for Design Professionals

Project Managers Bootcamp I and II

CONTACT INFORMATION

Susan Martelli, PE
Regional Engineering Manager
Metzger + Willard, Inc. a V&A Consulting Engineers Company
8600 Hidden River Parkway Suite 550

Tampa, FL 33637

T:813.977.6005

RELEVANT EXPERIENCE

- **Westchase Potable Water Interconnection Project / Hillsborough County, FL.** Senior Project Engineer responsible for preliminary and final design, survey, wetlands survey, permitting, bid phase support, construction phase services, inspection, and asset management compliance. The project included the construction of approximately 2,600 linear feet of 12-inch water main with appurtenances and required non-trenchless construction across sensitive wetland areas.
- **Reclamation Facility Influent Pump Station Evaluation / City of Largo, FL.** Project Manager responsible for an evaluation addressing the South Influent Pump Station. This station received 85% of the total flow to the City of Largo Wastewater Reclamation Facility and was scheduled for complete replacement. The evaluation involved an assessment of the existing equipment, including the determination of the condition and useful life, an alternative analysis to address options for improving safety, increasing efficiency, and facilitating maintenance operations.
- **Rehabilitation of Lift Station 28 and 29 / City of Clearwater, FL.** Project Manager responsible for the rehabilitation of two City lift stations to bring the facilities up to the current City Standards. Work included design and permitting and included structural repairs and coatings for wet wells, replacement of pumping units, piping, fittings, valves, electrical and instrumentation, and other appurtenances. Work also included bid phase services, the review of bids received and recommendations for the award of the contract.
- **Carrollwood/Dale Mabry RWPS Replacement / Hillsborough County, FL.** Project Manager responsible for the design and construction of a new reclaimed water pump station to meet a seasonal peak demand of 9,000 gallons per minute (gpm). Improvements included six horizontal split case pumps, an electrical building, site improvements, and SCADA equipment.
- **Large Diameter Force Main Valve Installations / Hillsborough County, FL.** Project Manager responsible for design, permitting and construction phase services for the installation of six 24-inch diameter, three 20-inch diameter and one 16-inch diameter plug valves on two existing major force mains for Hillsborough County. The valves required the use of a specialty contractor to perform line stops with bypass capabilities so that the flow within the system would not be interrupted.

Andre Kniazeff, P.E.

Geotechnical Engineering Division Leader



Mr. Kniazeff is the Geotechnical Engineering Division Leader and has 13 years' experience providing geotechnical engineering, materials testing, environmental, and consulting services. These services include planning/coordinating subsurface exploration and laboratory testing programs, geotechnical engineering analyses and providing recommendations relating to the design and construction of roadways, structures, earthwork projects, and sinkhole investigations. Additional responsibilities include maintaining project budgets, timelines, overseeing field crews, and client consultations throughout the project duration.

Project Experience

Zenith Pipeline

Geotechnical exploration program, laboratory-testing program, engineering analysis and report preparation in support of the installation of a natural gas pipeline by Horizontal Directional Drilling (HDD).

Tyndall Air Force Base Infrastructure

Geotechnical investigation, design and recommendations for new buildings, Stormwater Management Systems (SMS), roadways, and subsurface utilities construction within the Tyndall Air Force Base in Panama City, Florida.

USPS Parking Lot Expansion

Geotechnical investigation, design and recommendations for a new parking lot, Stormwater Management Systems (SMS), and subsurface utilities construction in Panama City, Florida.

Pedestrian Bridge, State Avenue, City of Panama City, Public Works Department

Geotechnical investigation, design and recommendations for a new pedestrian bridge in Panama City, Florida. The bridge structure consisted of a reinforced concrete structure founded on a deep foundation (driven timber piles).

Bay Parkway Phase II, Panama City Beach, FL

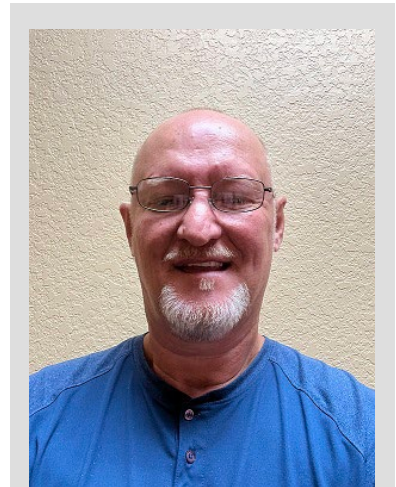
Roadway soil survey, field exploration, and flexible pavement design for a new roadway alignment. Also included foundation recommendations for culverts, major signals and signs.

River Road Bridge Replacement, Walton County, FL

Geotechnical investigation, design and recommendations for a new vehicular bridge in Walton, Florida. The bridge structure consisted of a reinforced concrete structure founded on a deep foundation (driven precast concrete piles).

Street Resurfacing Project 2019, Panama City Beach, FL

Perform pavement corings and field evaluation followed by condition assessment and remedial recommendations for several roadway alignments in Panama City Beach, FL.



Years of Experience

- 13 Years

Education

- B.S., Civil Engineering, University of Central Florida

Professional Registration

- Professional Engineer, Florida # 81315

John Delashaw, PE, MAT

Principal, Geotechnical Engineer



Mr. Delashaw currently serves as Vice-President and is the project principal and/or technical lead for most of the company's geotechnical projects. Much of his over 33 years of geotechnical engineering experience has been gained from working on projects in the areas of: dam design and evaluation; shallow and deep foundation systems; earthworks and site development; soil improvement techniques; specialty soil sampling; sinkhole investigation, evaluation and stabilization, and roadway soil.

His primary experience includes project management, contract management, technical direction of geotechnical engineering projects, geotechnical field investigations, and analyses for numerous public and private sector clients. He is responsible for staffing and resource management and reviewing engineering evaluations for geotechnical investigations in addition to numerous subsidence investigations. He often provides expert witness testimony on forensic projects and is in responsible charge of numerous soil stabilization projects.

Project Experience

Harden Boulevard Access Road, Polk County, FL | Geotechnical Principal-in-Charge. Project consisted of geotechnical investigation, design and construction plans to construct an approximately 600 foot long access road that progresses east from Harden Blvd. through former phosphate mined lands to provide access to a new development (residential and/or commercial) in Lakeland, Florida. Madrid CPWG was requested to provide a geotechnical design for a stable, permanent platform for roadway embankment construction along the proposed access road alignment. Madrid CPWG's design included CSV (cement stabilized vertical) columns combined with a load transfer blanket (LTB) consisting of multiple layers of biaxial geogrid interbedded with compacted sandy fill. The system will distribute and transfer roadway, embankment, and vehicle loads to more competent soils at depth. The combined system provides a more uniform load response to the roadway embankment. Value of Project: \$68,000

Polk County, West Lake Eloise Drive Resurfacing Project, Winter Haven, FL | Geotechnical Principal-In-Charge. This Polk County project included a section of road that overlies a thick peat layer that has a history of on-going settlement. Additional pavement has been added over time to try to keep the pavement above the seasonal high water level without success as the road continues to flood. Madrid investigated the site then recommended and designed a roadway cross-section that included excavation of the pavement section and installation of about 3 feet of lightweight cellular concrete allowing us to raise the roadway about 1 foot above the high water mark while also slightly unloading the organic soils that were too deep to excavate. By reducing the total load on the organics future settlement is nearly eliminated. Analyses included buoyancy calculations to ensure that the lightweight concrete would have sufficient pavement weight above it to avoid "popping out of the ground". Value of Project: \$55,000

Grandview Parkway, New Roadway and Bridge over I-4, Polk County, FL | Project Principal. Oversee geotechnical design and recommendations for a 3000 ft. new 2-lane roadway that includes a 600 ft. bridge over I-4 near Davenport, Florida. The project includes embankment, MSE walls, bridge pilings and stormwater ponds and some of the alignment crosses an existing wetland and organic deposits. Project challenges included high settlement estimates and remediation of a relic sinkhole found along the wall alignment. Value of Project: \$87,000



Years of Experience

- 33 Years

Education

- B.S., Civil Engineering, San Diego State University

Professional Registration

- Professional Engineer, Florida # 48154 (1986)

Additional Certifications

- Properties of Fills for MSE Walls – ASCE Webinar, January 2018
- Geo-Frontiers Conference – 2011 (Paper presented at conference – published in proceedings– June 2017
- Geotechnical and Materials Engineers Conf. ('98, '01, '04, '07, '10, '11, '12, '13, '14, '16, '17, '18, '19)
- Florida Dam Safety Annual Conference 1997 through 2004 (technical presenter 1999 & 2003)

Tiffany L. Busby

President, Wildwood Consulting

Mrs. Busby has 29 years of experience with environmental projects and issues. Mrs. Busby's expertise includes facilitating discussions on complex and controversial issues; formulating management plans and planning documents; reviewing projects for benefits to surface and groundwater quality; developing environmental indicators; and sharing information among diverse technical experts. Mrs. Busby is familiar with the complex issues related to natural resources management, water quality, and resiliency. Further, she identifies appropriate courses of action during planning efforts that involve many stakeholders, legislation, rule-making, and restoration activities.

In her prior position as the director of the Charlotte Harbor National Estuary Program based in Fort Myers, Florida, Mrs. Busby managed planning efforts and projects related to water quality, hydrology, and habitat restoration. In her prior position as program manager of the Georgia Coastal Management Program in Brunswick, Georgia, she managed planning efforts and public comments on coastal issues.

Project Experience

Facilitation Support for the Development and Implementation of Local Water Quality Restoration Plans, Florida Department of Environmental Protection—Tallahassee, Florida.

Project Leader. Facilitate public meetings. Share state funding information with local entities, including state agency and water management district grant programs. Develop watershed plans to address water quality impairments. Build project databases. Build story maps to convey information to a general audience.

Knowledge Co-Production for Place-Based Fishery Conservation in Charlotte Harbor, Florida, Florida Fish and Wildlife Foundation—Tallahassee, Florida.

Facilitator. Facilitate discussions to support planning among technical experts on fisheries habitat threats and potential protection measures, especially for snook and tarpon. Identify funding sources for potential efforts.

Coordinate the Lower St. Johns River Technical Advisory Committee (TAC), Jacksonville Environmental Protection Board—Jacksonville, Florida.

Project Leader. Create forums for scientists, field staff, and resource managers to share information and coordinate efforts. Facilitate technical meetings. Create a support a website for universal access to technical information, grants, and funding sources.

Technical Support for Water Quality Restoration, Florida Department of Environmental Protection—Tallahassee, Florida.

Scientist. Calculate nutrient reductions from local projects based on specific watershed models and agency guidance. Recalculate project reductions when new models are implemented. Calculate benefits to surface waters and to groundwater in impaired springsheds.



Professional Data

Years of Experience

29 years

Education

Bachelor of Business Administration, Marketing, The University of Texas at Austin

Master of Environmental Management, Water & Air Resources, Duke University School of the Environment

Continuing Education

Certified Group Facilitator, University of Miami

Professional Memberships

Past President, Florida Stormwater Association (two terms)

Past Legislative Chair, Florida Stormwater Association

Past Legislative Chair, Association of National Estuary Programs

Florida Chapter, American Water Resources Association

Non-Profit Boards

Executive Committee/Board of Directors, Florida Wildlife Corridor Foundation

Chair, Board of Directors, Florida Stormwater Educational Foundation

Member, Duke Alumni Admissions Committee



TAB 4

IS THE FIRM A "POLK
COUNTY ENTITY"?

JonesEdmunds

Jones Edmunds has seven office locations, including a full-time office in Winter Haven, only 6 miles from PCU at 1011 Jim Keene Blvd. **Jones Edmunds' local office, at 141 NW 5th Street, Suite 203, Winter Haven, Florida 33880, was established in 2009.** This office has been occupied full-time throughout its existence and is run by Anthony Holmes, PE. Anthony is committed to the Polk County projects. He serves as a local presence on many PCU design and construction projects, providing high-quality consulting support and responsiveness to Polk County. Dave Plavcan, PE, also works full-time in the Winter Haven office, supporting many projects within Polk County.

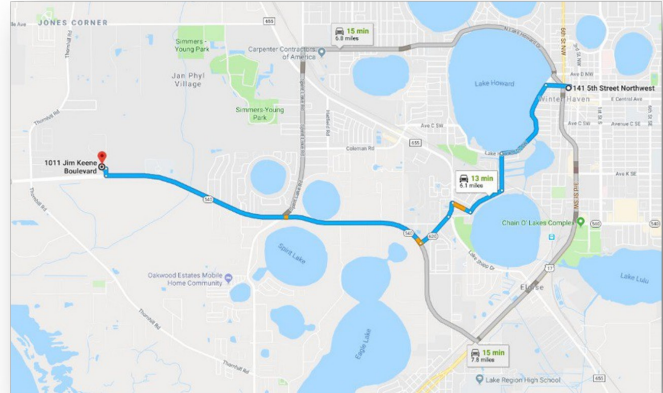
Our Winter Haven office is important to our **commitment to providing high-quality services in Polk County.** We use the office routinely to meet project deadlines and to facilitate face-to-face interactions within the PCU, regulatory, and County permitting agencies, as well as with contractors on construction projects. We commit that our available local office personnel will be used to help meet the staffing and schedule requirements needed for this contract. Other staff members also regularly work in this office every week to serve the Polk County community.

Jones Edmunds' headquarters is in Gainesville at 730 NE Waldo Road. This office has been established for 49 years and currently has 83 staff members who regularly work in this office.

Below is the current business tax receipt documentation for our Winter Haven local office (up for renewal on 9.30.2023) and Gainesville headquarters (up for renewal on 9.30.2023).

Additionally, our teaming partner Madrid is local to Polk County.

Madrid has been **located in Bartow for nearly 26 years** and has **45 staff members** who regularly work out of that office.



Customer Copy

CITY OF GAINESVILLE

BUSINESS TAX RECEIPT

BILLING AND COLLECTIONS OFFICE
TREASURY DIVISION OF THE FINANCE DEPARTMENT
citybc@gainesvillefl.gov

TAX YEAR BEGINS OCTOBER 1, 2022
AND ENDS SEPTEMBER 30, 2023
BUSINESS TAX NO. 15886

Please display in your place of business

BUSINESS NAME AND MAILING ADDRESS

JONES, EDMUNDS & ASSOCIATES INC.
730 NE WALDO RD
GAINESVILLE, FL 32641

BUSINESS LOCATION
730 WALDO RD

BUSINESS PHONE
352-377-8821

BUSINESS E-MAIL
vlvora@jonesedmunds.com

Thank you for paying your business taxes for the period October 1, 2022 – September 30, 2023.

CATEGORY	DESCRIPTION	TAX FEE
1000	STATE LICENSE/CERTIFICATION REQUIRED	\$0.00
1001	FICTITIOUS NAME REQUIREMENT	\$0.00
1865	PROFESSIONAL NOT OTHERWISE LICENSED	\$210.00
1939	GEOLOGIST	\$315.00
1940	ENGINEER	\$525.00
6801	COMMERCIALZONED	\$0.00
6863	PROFESSIONAL NOT OTHERWISE LISTED (PARENT)	\$0.00
9910	PENALTY 10%	\$105.00
9931	PENALTY WAIVED	(\$105.00)
TOTAL ASSIGNED:		\$1050.00
TOTAL PAID:		\$1050.00
AMOUNT DUE:		\$0.00

APPROVED BY FINANCE DIRECTOR

ALL CITY, STATE AND FEDERAL REQUIREMENTS MUST BE MET IN ORDER TO LEGALLY OPERATE A BUSINESS, PROFESSION OR OCCUPATION WITHIN THE CORPORATE LIMITS OF GAINESVILLE, FLORIDA. PAYMENT OF BUSINESS TAXES AND A RECEIPT FOR PAYMENT DOES NOT IMPLY THAT A BUSINESS HAS COMPLIED WITH ANY OR ALL OTHER RELEVANT STATUTORY AND REGULATORY PROVISIONS.

THE CITY OF GAINESVILLE DOES NOT REFUND BUSINESS TAXES PAID IN ERROR UNLESS THE ERROR IS A CLERICAL MISTAKE MADE BY THE CITY.

If you have any questions about the Business Tax requirements or process, please email citybc@gainesvillefl.gov
If you cannot email to the address above, please call (352) 334-5024

IT IS THE BUSINESS OWNER'S RESPONSIBILITY TO REPORT ANY CHANGES IN BUSINESS INFORMATION DURING THE YEAR TO citybc@gainesvillefl.gov OR TO WEB SITE <http://eservices.cityofgainesville.org>

POLK COUNTY LOCAL BUSINESS TAX RECEIPT

ACCOUNT NO. 123085 CLASS: B+ EXPIRES: 09/30/2023

OWNER NAME	LOCATION
STANLEY F JR FERREIRA	141 NW 5TH ST Suite 200 WINTER HAVEN
BUSINESS NAME AND MAILING ADDRESS	CODE ACTIVITY TYPE
JONES EDMUNDS & ASSOCIATES, INC JONES EDMUNDS & ASSOCIATES, INC 730 NE WALDO RD GAINESVILLE, FL 32641	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 - 842158 07/19/2022 OPY OLP 57.75 JONES EDMUNDS & ASSOCIATES, INC

TC301F-22



TAB 5

IS THE FIRM
A "CERTIFIED
WOMAN OR
MINORITY BUSINESS
ENTERPRISE"

JonesEdmunds

At Jones Edmunds, we take our commitment to women- and minority-owned businesses seriously and support Polk County's W/MBE goals. As a company, we committed ourselves over the years to increasing the participation of women- and minority-owned business enterprises in the procurement of commodities and services in Polk County and throughout Florida.

COMMITMENT

Jones Edmunds supports Polk County's commitment to increase the participation of W/MBEs.

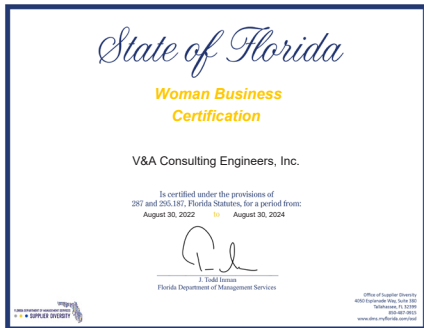
We have established working relationships with many small, minority- and women-owned firms that will be called on to support this Contract. With our previous participation in Polk County Vendor Day, we have continued our efforts to expand our relationships with local, small, and minority businesses in Polk County. We also participate in other small business conferences hosted by other agencies in Florida to build our list of qualified W/MBE team partners. We have an internal tracking system that provides real-time data on the amount of work subcontracted and the distribution of subcontracts to W/MBE businesses – for Polk County projects and other clients with W/MBE goals. We are confident in their ability to meet your standards of excellence.

Various reports can be generated through Deltek Vision, an industry-leading enterprise software that incorporates all our business functions. Project managers can track payments issued to the subconsultants against the payments we receive from the County. These reports can be available to the County during regularly scheduled progress meetings. In support of the County's commitment to increasing W/MBE participation, Jones Edmunds partnered with the following **five of our eight subconsultants who are certified W/MBEs.**

V&A Consulting Engineers, Inc.

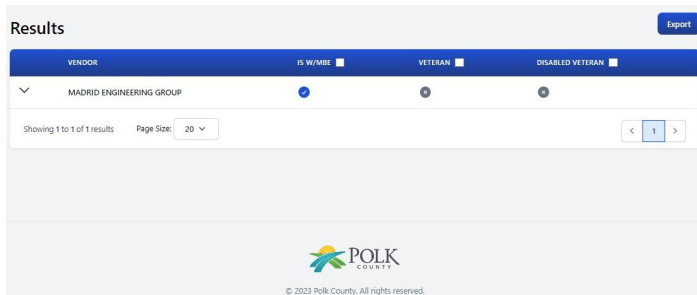
ECHO UES, Inc.

Wildwood Consulting, Inc.



Madrid Engineering Group, Inc.

Collective Water Resources, LLC.





TAB 6

INTERACTIONS
WITH COUNTY AND
REGULATORY AGENCY
STAFF

Jones Edmunds is a Florida-focused firm with extraordinary expertise, experience, and success in advocating for our clients and permitting their projects through federal, state, and local agencies. Jones Edmunds’ approach is based on our sound technical and professional reputation with members of the regulatory community – a reputation that we have developed over the past 49 years.

State and Federal Regulatory Agencies: We routinely work with staff at the Florida Department of Environmental Protection (FDEP), Southwest Florida Water Management District (SWFWMD), US Fish and Wildlife Service (USFWS), US Army Corps of Engineers, Florida Department of Transportation (FDOT), and Federal Aviation Administration (FAA). We have worked successfully with these agencies on Polk County Utilities projects (as well as on Waste and Recycling Division projects) to provide the County with engineering solutions while ensuring that the projects meet local, state, and federal requirements. We have worked with these agencies on similar permits for numerous other projects for PCU. This experience ensures that we can help PCU navigate your projects efficiently and expertly through required permitting and help avoid permitting where appropriate to save time and money for the County.

County Agencies: Jones Edmunds has worked with most County Divisions, including PCU, Waste & Recycling, Parks & Natural Resources, Roads and Drainage, Department of Health (DOH), Land Development Division (LDD), Procurement, Building, Codes, County Manager Office, and County Attorney Office over the years. We have performed multiple projects requiring the Level 2/Level 4 Development Review Committee (DRC) process, including Planning Commission and BOCC approvals. We are currently assisting Polk County LDD in reviewing local Polk County permitting applications. We have a good working relationship with the engineers and other staff who perform the plan reviews and promptly respond to their comments.

Polk County Utilities Staff: Jones Edmunds has worked with PCU staff for over two decades, and Rich Koller, Anthony Holmes, and BJ Bukata have worked with many current PCU staff members over the past ten years on numerous PCU projects. For example, we have worked closely with Mark Addison, PE, who has overseen all our projects in the past ten years. These interactions include project-specific meetings, design reviews, and higher-level consultant performance discussions between Rich and Mark. BJ has worked closely with Tania McMillan and Summer Collazo on the field monitoring and annual reporting related to their Environmental Monitoring Plans (EMPs) required by their CRUSA, NWRUSA, and SWRUSA water use permits. Anthony Holmes has worked closely with Holden Wright of PCU on the CR 540A booster station project nearing completion and supported Jim Tully during the construction of the CR 547 reclaimed water main. We also work closely with Jim Tully and Ryan Bengsch on the ongoing Crooked Lake Receivership project.

Examples: An excellent example of where Jones Edmunds successfully interacted with multiple local, state, and federal agencies are the Polk County Central Regional Utility Operations Building (UOB) and Water Production Facility (WPF) projects, which were managed by Rich Koller. We spearheaded County permitting efforts, including a Level 3 Conditional Use and a detailed Final Development Level 2 Approval through the Polk County LDD and water system construction permitting through Polk County DOH. Jones Edmunds also successfully obtained an FDEP Environmental Resource Permit for the on-site stormwater management system and a Domestic Wastewater System permit for new on-site gravity sewers, lift station, and force main. At the federal level, Jones Edmunds interacted closely with USFWS to avoid a lengthy and expensive sand skink surveying and permitting process at the UOB/WPF site. Due to the UOB/WPF site’s proximity to the Bartow Municipal Airport, we worked with the FAA to perform studies and obtain exemptions for all planned structures.



Another example is the ongoing Crooked Lake Receivership Lift Station and Force Main project. Jones Edmunds recently completed all required permitting, including obtaining an FDEP Wastewater System Permit, FDEP ERP exemption, and FDOT Utility Permit, and supported PCU staff with obtaining a Roads and Drainage Division right-of-way permit. Our team also supported PCU and interacted directly with City of Lake Wales staff on design requirements for connecting to their wastewater force main system.



TAB 7

SURVEYS OF PAST
PERFORMANCE

JonesEdmunds

Survey Questionnaire – Polk County

RFP 23-448, Utilities Design Services & Regulatory Services

To: Bruce Bullert, PE (Name of Person completing survey)
 Engineering Manager, Charlotte County Utilities (Name of Client Company/Contractor)
 Phone Number: 941.764.4509 Email: bruce.bullert@charlottecountyfl.gov
 Subject: Past Performance Survey of Similar work:
 Project name: 2022 Annual Report
 Name of Vendor being surveyed: Jones Edmunds & Associates, Inc.
 Cost of Services: Original Cost: \$94,240.00 Ending Cost: \$94,240.00
 Contract Start Date: 12/2022 Contract End Date: 04/2023

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)	9
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)	9
8	Ability to follow protocol	(1-10)	9
9	Ability to maintain proper documentation	(1-10)	9
10	Appropriate application of technology	(1-10)	10
11	Overall Client satisfaction and comfort level in hiring	(1-10)	9
12	Ability to offer solid recommendations	(1-10)	9
13	Ability to facilitate consensus and commitment to the plan of action among staff	(1-10)	10

Printed Name of Evaluator Bruce Bullert
 Signature of Evaluator: *Bruce R. Bullert* 7/10/23
 Please fax or email the completed survey to: tfriedrich@jonesedmunds.com

Survey Questionnaire – Polk County

RFP 23-448, Utilities Design Services & Regulatory Services


To: Kenneth Cheek, Jr. (Name of Person completing survey)
Citrus County (Name of Client Company/Contractor)
 Phone Number: 352.527.7650 Email: Ken.Cheek@citrusbocc.com

Subject: Past Performance Survey of Similar work:
 Project name: GARCIA POINT SEPTIC TO SEWER CONVERSION
 Name of Vendor being surveyed: Jones Edmunds & Associates, Inc.
 Cost of Services: Original Cost: \$614,290 Ending Cost: \$614,290
 Contract Start Date: 6/2017 Contract End Date: 8/2020

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)	9
3	Quality of workmanship	(1-10)	9
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)	9
8	Ability to follow protocol	(1-10)	9
9	Ability to maintain proper documentation	(1-10)	9
10	Appropriate application of technology	(1-10)	10
11	Overall Client satisfaction and comfort level in hiring	(1-10)	10
12	Ability to offer solid recommendations	(1-10)	9
13	Ability to facilitate consensus and commitment to the plan of action among staff	(1-10)	10

Printed Name of Evaluator Ken Cheek

Signature of Evaluator: Ken Cheek  Digitally signed by Ken Cheek
 Date: 2023.07.03 09:18:17 -04'00'

Please fax or email the completed survey to: thays@jonesedmunds.com

Survey Questionnaire – Polk County

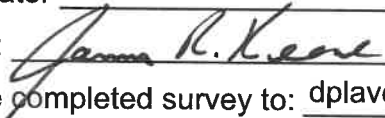
RFP 23-448, Utilities Design Services & Regulatory Services

To: James Keene (Name of Person completing survey)
Haines City (Name of Client Company/Contractor)
 Phone Number: 863.421.9954 Email: jkeene@hainescity.com

Subject: Past Performance Survey of Similar work:
 Project name: Robinson Force Main - Phase 1
 Name of Vendor being surveyed: Jones Edmunds & Associates, Inc.
 Cost of Services: Original Cost: \$194,952.00 Ending Cost: \$194,952.00
 Contract Start Date: 8/2016 Contract End Date: 9/2019

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)	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)	9
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)	9
10	Appropriate application of technology	(1-10)	10
11	Overall Client satisfaction and comfort level in hiring	(1-10)	10
12	Ability to offer solid recommendations	(1-10)	10
13	Ability to facilitate consensus and commitment to the plan of action among staff	(1-10)	10

Printed Name of Evaluator James Keene
 Signature of Evaluator: 
 Please fax or email the completed survey to: dplavcan@jonesedmunds.com

Survey Questionnaire – Polk County

RFP 23-448, Utilities Design Services & Regulatory Services

To: Maria Betancur (Name of Person completing survey)
JEA (Name of Client Company/Contractor)
 Phone Number: 904.665.7215 Email: betama@jea.com

Subject: Past Performance Survey of Similar work:
 Project name: WILLIAM BURGESS BOULEVARD RECLAIMED WATER MAIN (RADIO AVENUE TO HARTS ROAD)

Name of Vendor being surveyed: Jones Edmunds & Associates Inc

Cost of Services: Original Cost: \$137,689.00 Ending Cost: \$137,689.00

Contract Start Date: 1/2017 Contract End Date: 1/2019

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)	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 Maria Betancur, PE, Water/Wastewater Engineer, Project Manager, JEA

Signature of Evaluator: Maria Betancur PE, Water Wastewater Engineer, Project Manager

Digitally signed by Maria Betancur PE, Water/Wastewater Engineer, Project Manager
 DN: CN=JEA, E=betama@jea.com, OU=JEA, OU=Project Engineering and Construction - Water and
 Wastewater, OU=Maria Betancur PE, Water/Wastewater Engineer, Project Manager
 Reason: I agree to the terms defined by the placement of my signature on this document
 Date: 2023.07.06 16:01:03-0400

Please fax or email the completed survey to: kfraser@jonesedmunds.com

Survey Questionnaire – Polk County

RFP 23-448, Utilities Design Services & Regulatory Services

To: Mike Ulrich (Name of Person completing survey)
Volusia County (Name of Client Company/Contractor)
 Phone Number: (386) 943-7027 Email: mulrich@volusia.org

Subject: Past Performance Survey of Similar work:
 Project name: DeLeon and Gemini Springs Wastewater Treatment Feasibility Analysis Report
 Name of Vendor being surveyed: Jones Edmunds & Associates, Inc.
 Cost of Services: Original Cost: \$187,000.00 Ending Cost: \$187,000.00
 Contract Start Date: 2/2019 Contract End Date: 8/2022

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 Michael Ulrich

Signature of Evaluator: Michael Ulrich  Digitally signed by Michael Ulrich
 Date: 2023.07.03 07:26:41 -04'00'

Please fax or email the completed survey to: mnelson@jonesedmunds.com

Survey Questionnaire – Polk County

RFP 23-448, Utilities Design Services & Regulatory Services

To: Gary M. Hubbard, PE (Name of Person completing survey)
 Director, City of Winter Haven (Name of Client Company/Contractor)
 Phone Number: 863.298.5470 Email: ghubbard@mywinterhaven.com

Subject: Past Performance Survey of Similar work:

Project name: Chain of Lakes Master Lift Station

Name of Vendor being surveyed: Jones Edmunds & Associates, Inc.

Cost of Services: Original Cost: \$348,722 Ending Cost: \$348,722

Contract Start Date: 2/2015 Contract End Date: 6/2018

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)	10
4	Professionalism and ability to manage	(1-10)	10
5	Close out process	(1-10)	9
6	Ability to communicate with Client's staff	(1-10)	10
7	Ability to resolve issues promptly	(1-10)	9
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)	9
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 Gary Hubbard, PE

Signature of Evaluator: Gary M. Hubbard Digitally signed by Gary M. Hubbard
 DN: cn=Gary M. Hubbard, o=City of Winter Haven, ou=Winter Haven Water,
 email=ghubbard@mywinterhaven.com, c=US
 Date: 2023.07.10 07:50:30 -0400

Please fax or email the completed survey to: tfriedrich@jonesedmunds.com

Survey Questionnaire – Polk County

RFP 23-448, Utilities Design Services & Regulatory Services

To: Jim McLellan, PE (Name of Person completing survey)
 Dir. of Public Works & Utilities, City of Bradenton (Name of Client Company/Contractor)
 Phone Number: 941.708.6300 Email: Jim.McLellan@cityofbradenton.com
 Subject: Past Performance Survey of Similar work:
 Project name: WWTF IMPROVEMENTS – HEADWORKS AND OXIDATION DITCH BNR UPGRADES
 Name of Vendor being surveyed: Jones Edmunds & Associates, Inc.
 Cost of Services: Original Cost: \$394,369 Ending Cost: \$462,427
 Contract Start Date: 1/2017 Contract End Date: 11/2019

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)	9
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)	9
8	Ability to follow protocol	(1-10)	10
9	Ability to maintain proper documentation	(1-10)	10
10	Appropriate application of technology	(1-10)	10
11	Overall Client satisfaction and comfort level in hiring	(1-10)	10
12	Ability to offer solid recommendations	(1-10)	10
13	Ability to facilitate consensus and commitment to the plan of action among staff	(1-10)	10

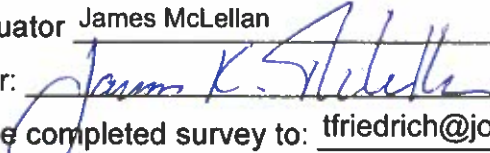
Printed Name of Evaluator James McLellan
 Signature of Evaluator: 
 Please fax or email the completed survey to: tfriedrich@jonesedmunds.com

Exhibit "B"

FEE SCHEDULE
Polk County RFP 23-448
Utility Design Services & Regulatory
Support Services

Classification	Range of Direct Labor Rates		Range of Hourly Billing Rates	
Project Officer	\$ 83	\$ 133	\$ 253	\$ 406
Senior Project Manager	\$ 50	\$ 103	\$ 153	\$ 314
Project Manager	\$ 51	\$ 107	\$ 156	\$ 326
Chief Engineer or Chief Scientist	\$ 66	\$ 101	\$ 201	\$ 308
Senior Engineer	\$ 55	\$ 99	\$ 168	\$ 302
Senior Scientist	\$ 44	\$ 71	\$ 134	\$ 217
Project Engineer	\$ 48	\$ 81	\$ 146	\$ 247
Project Scientist	\$ 35	\$ 53	\$ 107	\$ 162
Engineer Intern or Associate Scientist	\$ 27	\$ 49	\$ 82	\$ 149
Designer	\$ 18	\$ 67	\$ 55	\$ 204
Senior CADD Designer	\$ 32	\$ 53	\$ 98	\$ 162
CADD Designer	\$ 32	\$ 48	\$ 98	\$ 146
Senior CADD Technician	\$ 28	\$ 46	\$ 85	\$ 140
CADD Technician	\$ 26	\$ 41	\$ 79	\$ 125
Systems Analyst	\$ 54	\$ 77	\$ 165	\$ 235
Senior GIS Analyst or Senior GIS Programmer	\$ 31	\$ 60	\$ 95	\$ 183
GIS Analyst or Programmer	\$ 24	\$ 47	\$ 73	\$ 143
Senior GIS Technician	\$ 19	\$ 45	\$ 58	\$ 137
GIS Technician	\$ 18	\$ 41	\$ 55	\$ 125
Senior Database Administrator	\$ 30	\$ 77	\$ 92	\$ 235
Database Administrator	\$ 30	\$ 64	\$ 92	\$ 195
Environmental Data Analyst	\$ 22	\$ 36	\$ 67	\$ 110
Senior Field Technician Environmental	\$ 26	\$ 43	\$ 79	\$ 131
Field Technician Environmental	\$ 18	\$ 41	\$ 55	\$ 125
Senior Construction Administrator	\$ 40	\$ 73	\$ 122	\$ 223
Construction Administrator	\$ 39	\$ 58	\$ 119	\$ 177
Senior Field Representative Construction	\$ 31	\$ 52	\$ 95	\$ 159
Field Representative Construction	\$ 23	\$ 41	\$ 70	\$ 125
Construction Project Coordinator	\$ 17	\$ 37	\$ 52	\$ 113
Senior Administrative Assistant	\$ 20	\$ 70	\$ 61	\$ 214
Administrative Assistant	\$ 17	\$ 44	\$ 52	\$ 134
Senior Technical Editor	\$ 42	\$ 61	\$ 128	\$ 186

Net Effective Multiplier capped at 3.05.

LABOR MULTIPLIER CALCULATION
Polk County RFP 23-448
Utility Design Services & Regulatory Support
Services

Item	Multiplier
Direct Labor	1.00
Payroll Burden / Fringe Benefits*	0.45
Overhead / General Administrative*	1.55
Subtotal	3.00
Profit (5%)	0.15
Subtotal	3.15
Reimbursable Expenses	0.05
TOTAL CALCULATED MULTIPLIER	3.20
CONTRACT MULTIPLIER (MAXIMUM ALLOWED BY COUNTY)	3.05

* 2022 Jones Edmunds Audited Overhead Rate

DESCRIPTIONS AND RESPONSIBILITIES OF PERSONNEL

Polk County RFP 23-448

Utilities Design Services and Regulatory Support Services

CLASSIFICATION	POSITION OVERVIEW	RESPONSIBILITIES	EDUCATION/EXPERIENCE
Project Officer	Manage staff; ensure client expectations are met; oversee projects and Project Manager performance.	Manage an office or corporate function; oversee project management functions; manage performance.	BS Engineering or related; 20+ years consulting; 15+ years project management; 10+ years supervision; Florida Licensed Professional Engineer or Geologist.
Senior Project Manager (Licensed PE or PG)	Manage project quality and technical and financial performance for highly technical or high-profile projects.	Manage projects in accordance with company standards.	BS Engineering or related; 12+ years consulting; 7+ years project management; Florida Licensed Professional Engineer or Geologist.
Project Manager (Licensed PE or PG)	Manage project quality and technical and financial performance.	Manage projects in accordance with company standards.	BS Engineering or related; 3+ years project management; Florida Licensed Professional Engineer or Geologist.
Chief Engineer or Scientist	Provide support to solve complicated, unprecedented client problems.	Reputation as a national expert; provide expert technical support to staff; QA/QC; present at technical conferences.	BS Engineering or Sciences; 25+ years consulting experience; Florida Licensed Professional Engineer or Geologist; recognized expert.
Senior Engineer	Deliver expert technical support and oversight to project work.	Provide expert technical support to staff; publish articles and present at technical conferences.	BS Engineering; 20+ years consulting experience; Florida Licensed Professional Engineer
Senior Scientist	Deliver expert technical support and oversight to project work.	Provide expert technical support to staff; publish articles and present at technical conferences.	BS Sciences; 20+ years consulting experience; Florida Licensed Geologist preferred.
Project Engineer	Support Project Managers to provide effective and efficient solutions to client needs.	Support Project Managers to identify, research, and solve technical issues; track project progress.	BS Engineering; 4-8+ years consulting experience; Florida Licensed Professional Engineer.
Project Scientist	Support Project Managers to provide effective and efficient solutions to client needs.	Support Project Managers to identify, research, and solve technical issues; track project progress.	BS Sciences; 4-8+ years consulting experience; Florida Licensed Geologist preferred.
Engineer or Scientist	Support experienced engineers to provide effective and efficient solutions to client needs.	Support engineering staff to identify, research, and solve technical issues.	BS Engineering or Sciences; Florida Licensed Professional Engineer required for Engineer position.

CLASSIFICATION	POSITION OVERVIEW	RESPONSIBILITIES	EDUCATION/EXPERIENCE
Engineer Intern (PhD)	Support experienced engineers to provide effective and efficient solutions to client needs.	Support engineering staff to identify, research, and solve technical issues.	PhD Engineering or Geology; Licensed Engineer Intern.
Engineer Intern or Associate Scientist	Support experienced engineers to provide effective and efficient solutions to client needs.	Support engineering staff to identify, research, and solve technical issues.	BS Engineering or Geology; Licensed Engineer Intern.
Designer	Support experienced engineers to provide effective and efficient solutions to client needs.	Support engineering staff to identify, research, and solve technical issues.	BS, MS, or PhD Engineering.
Senior CADD Designer	Create technical drawings in support of engineers.	Draft plans and detailed drawings for structures, installations, and construction projects from limited or general information provided by engineers.	AS Civil Drafting or related plus 15+ years drafting experience; highly skilled with Microstation and AutoCAD.
CADD Designer	Create technical drawings in support of engineers.	Draft plans and detailed drawings for structures, installations, and construction projects from limited or general information provided by engineers.	AS Civil Drafting or related plus 10+ years drafting experience; highly skilled with Microstation and AutoCAD.
Senior CADD Technician	Prepare technical drawings in compliance with design specifications.	Draft plans and detailed drawings for structures, installations, and construction projects from detailed notes, sketches, or other information provided by Project Managers.	HS diploma plus 6+ years civil drawing or related experience; extensive knowledge and experience with Microstation and AutoCAD.
CADD Technician	Prepare technical drawings in compliance with design specifications.	Draft plans and detailed drawings for structures, installations, and construction projects from detailed notes, sketches, or other information provided by Project Managers.	HS diploma plus 4+ years of civil drawing or related experience; experience with Micro-station or AutoCAD.
Systems Analyst	Specialize in analyzing, designing and implementing information systems.	Plan, design and develop complex GIS database models and templates.	BS Computer Science or related; 6 years' experience with current technologies.

CLASSIFICATION	POSITION OVERVIEW	RESPONSIBILITIES	EDUCATION/EXPERIENCE
Senior GIS Analyst or Senior GIS Programmer	Write sophisticated and complex programs for GIS and other related software and analyze geographic information.	Design, create, modify, manage, and evaluate complex custom GIS applications and databases.	BS Computer Science; 5+ years programming experience; 2+ years GIS experience; GUI based application development.
GIS Analyst or Programmer	Design, create, modify, and manage GIS software applications.	Deploy custom GIS applications and databases on client networks.	BS/BA in Computer Science or related field; 2+ years programming experience; GUI-based application development.
Senior GIS Technician	Prepare maps and other spatial data in digital or graphic form using GIS applications.	Technical mentoring and training; data migration; data digitizing; prepare and alter terrain maps, charts, tables, drawings, and models; observe and record field data.	HS diploma; 3+ years experience.
GIS Technician	Use GIS applications.	Data migration; data digitizing; prepare and alter terrain maps, charts, tables, drawings, and models; observe and record field data.	HS diploma; 1+ years experience.
Senior Database Administrator	Develop and update custom applications that connect with local and SQL databases.	Maintain medium- to large-sized relational databases; develop and implement security measures to safeguard information.	AS MIS or related; Microsoft Certified Database Professional; 6+ years application development experience.
Database Administrator	Develop and update custom applications that connect with local and SQL databases.	Maintain small- to medium-sized relational databases; develop standards and guidelines; test software applications.	AA Information Technology; 3+ years application development experience.
Environmental Data Analyst	Apply standardized mathematical formulas, principles, and methodology to technological problems.	Process data for analysis; compile reports, charts, and graphs; prepare and distribute analytical reports.	HS diploma; data management or related experience.
Senior Field Technician Environmental	Oversee field technicians and perform sophisticated environmental sampling tasks.	Advise others on advanced technical issues; test and calibrate equipment; collect field samples; maintain field records.	HS diploma; 10+years environmental experience; 5+ years environmental field sampling experience.
Field Technician Environmental	Perform environmental sampling and testing.	Test and calibrate equipment; collect field samples; maintain field records.	HS diploma; 0-3+ years related experience.

CLASSIFICATION	POSITION OVERVIEW	RESPONSIBILITIES	EDUCATION/EXPERIENCE
Senior Construction Administrator	Facilitate, monitor, and document contractor's progress on a construction project.	Prepare construction project plans; administer contract; supervise field representatives.	HS diploma plus 10+ years construction administration or related experience.
Construction Administrator	Facilitate, monitor, and document contractor's progress on a construction project.	Prepare construction project plans; administer contract; supervise field representatives.	HS diploma plus 5+ years construction administration or related experience.
Senior Field Representative Construction	Observe and document on-site construction activities; provide technical support on construction administration issues.	Provide expert advice on construction matters; conduct duties over multiple sites or projects of varying complexity.	HS diploma plus 10+ years construction, construction observation, or related experience.
Field Representative Construction	Observe and document on-site construction activities of varying complexity.	Observe and coordinate less experienced staff; log and report issues occurring at the project site.	HS diploma plus 3-8+ years construction, construction observation, or related experience.
Construction Project Coordinator	Maintain record of project construction information and coordinate construction projects from bid phase through close-out.	Prepare and maintain files; provide direct support to construction administrators; monitor projects.	HS diploma plus 3+ years progressive construction administration or related experience.
Senior Administrative Assistant	Provide advanced support of general and technical operations.	Perform advanced administrative tasks that support project, department, office, discipline, or company work.	HS diploma plus 8-10+ years progressive experience.
Administrative Assistant	Provide support of general and technical operations.	Perform administrative tasks that support project, department, office, discipline, or company work.	HS diploma plus 2-4+ years progressive experience.
Senior Technical Editor	Execute high-level editorial functions to ensure effective and efficient Company operations and quality communications products.	Edit, format, and recommend revisions to documents to improve readability and to comply with Company standards. Provide QA/QC and guidance for work performed by technical and non-technical staff.	BA in English or a related area; 7+ years of editing experience.

Fran McAskill
Director
Procurement Division



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EXHIBIT C

Board of County Commissioners

REIMBURSABLE COST SCHEDULE

- | | |
|--|--|
| 1. Subcontractor Services | Actual Costs |
| 2. Special Consultants | Actual costs |
| 3. Travel Expenses | In accordance with Chapter 112.061, F.S.;
and further defined in the Polk County Employee Handbook. |
| 4. Pre-approved Equipment
(includes purchase and rental of equipment used in project) | Actual Costs |