

*BACKUP
DOCUMENTS*

POLK COUNTY

COPY

Project Checklist

- Project Name: Septage Receiving and Leachate Treatment System Contract 2025-018, Allowance Authorization Release (AAR) No. 1.
- Project Location: Central Regional Utility Service Area
- Source of Funds: 42113.680536150.5666000.6873001
- Project Cost Summary: AAR No. 1 authorizes \$154,547.00
- Certifications: This request has been reviewed by:



James Tully, PE, PG
Deputy Director of Engineering and Technology

Charles Richards, CPA
Deputy Director of Customer Service and Finance

Tamara Richardson, PE
Utilities Division Director

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August 18, 2026 Board of County Commissioners Regular Meeting
Agenda Item #

SUBJECT

Approve Allowance Authorization No. 1 to Contract 2025-018 with C&T Contracting Services, LLC for the Septage Receiving and Leachate Treatment System project (\$154,547.00 one-time expense)

DESCRIPTION

On April 15, 2025, the Board of County Commissioners approved the award of Contract No. 2025-018 to C&T Contracting Services, LLC for the Septage Receiving and Leachate Treatment System project for a total contract price of \$21,430,000.00. The attached proposed AAR No. 1 will facilitate additional lightning protection as well as improve overall maintenance of the system once placed into operation. The additional lightning protection was requested during review of Submittal 264100-001 Rev. A and Rev B. The Biological Treatment Unit (BTU) disconnects for the 480V equipment supplied with the BTUs was recommended under RFI #32.

Contract No. 2025-018 with C&T Contracting Services, LLC. in the amount of \$21,430,000.00 includes an Allowance Work amount of \$250,000.00. Allocating \$154,547.00 out of the Allowance Work funds to account for the improvements referenced above (detailed in AAR No. 1, attached) will facilitate the continuation of this critical work without impacting the current delivery schedule. A balance of \$95,453.00 will remain in the Allowance Work funds.

RECOMMENDATION

Approve Allowance Authorization Release No. 1 to 2025-018 with C&T Contracting Services, LLC. for the Septage Receiving and Leachate Treatment System project in the amount of \$154,547.00

FISCAL IMPACT

No impact. Funds are available in the existing Expansion CIP project budget (Septage Receiving and Leachate Treatment System, 6873001) and associated Contract No. 2025-018 budget.

CONTACT INFORMATION

Jim Tully, PE, PG
Deputy Director of Engineering and Technology
(863) 344-1848
JamesTully@polkfl.gov

REQUEST FOR LEGAL SERVICES

To: County Attorney's Office- Attention : Tom Norsworthy

From: Tamara Richardson, P.E. Utilities Director

Division: Utilities

Prepared by: Emily Perez **Phone Number:** 863-298-4142

Date: July 21st, 2026

Subject: Approve Allowance Authorization No. 1 to Contract 2025-018 with C&T Contracting Services, LLC for the Septage Receiving and Leachate Treatment System project (\$154,547.00 one-time expense)

BACKGROUND:

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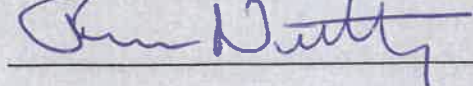
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REQUESTED ACTION:

Approve Allowance Authorization Release No. 1 to 2025-018 with C&T Contracting Services, LLC. for the Septage Receiving and Leachate Treatment System project in the amount of \$154,547.00

Need response no later than **Monday** **7** **27** **2026**
(day of month) (month) (day) (Year)

APPROVED BY



Tom Norsworthy

For County Attorney office use only:

26-481

COPY

Date 7/22

COPY

Signature

Assign to: Tom Norworthy

Date 7/22

County Attorney Project No: 26-481

Logged out: 7/24/26

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Utilities Division -Signature Request/Routing Request

**PLEASE REVIEW AND APPROVE THE ENCLOSED DOCUMENTS AND
FORWARD AS NOTED BELOW**

Board Agenda Track

This item is slated for the (Month) 8 (Day) 18 (Year) 2026 Bocc Meeting

PROJECT TITLE: Approve Allowance Authorization No. 1 to Contract 2025-018 with C&T Contracting Services, LLC for the Septage Receiving and Leachate Treatment System project (\$154,547.00 one-time expense)

PROJECT MANAGER: James Tully

Number of original documents enclosed: 2

MUST BE RETURNED BY : 7/27/2026

➤ NA **PROCUREMENT** / Colin Burke: All originals with support are attached for your review and approval. **Colin: Please forward this package to the County Attorney offices Attention Lisa after signature.**

➤ TN **COUNTY ATTORNEY**/Thomas Norsworthy: All originals with support are attached for your review and approval. **LISA: Please forward this package to the Deputy County Manager offices, Atten: Mercedes, after signature.**

➤ JS **DEPUTY CO. MGR.** / John Rhode: All originals with support are attached for your review and approval. **MERCEDES: Please return this entire package back to Emily Perez in the Utilities Division after signature.**

Mercedes

Please email me a quick message to let me know when this package has left your offices to the next party – THANKS!

ATTEN: Emily Perez, Mail Drawer UT01 (Phone: 863-298-4142)