

OKEECHOBEE UTILITY AUTHORITY

MEETING AGENDA

February 21, 2023

8:30 A.M.

1. Call the Meeting to Order
 - Pledge of Allegiance
 - Determination of Voting Members

2. Agenda Additions or Deletions

3. Meeting Minutes from January 17, 2023

4. Employee Recognition

5. Consent Agenda

6. Invoice from Sumner Engineering & Consulting, Inc. – SW Wastewater Service Area Project (Part B)
7. Invoice from Sumner Engineering & Consulting, Inc. – SW Wastewater Service Area Project (Part E)
8. Invoice from Sumner Engineering & Consulting, Inc. – SWSA Master Force Main Tortoise Permitting
9. Invoice from Sumner Engineering & Consulting, Inc. – SWSA Master Force Main Tortoise Relocation
10. Invoice from Sumner Engineering & Consulting, Inc. – Okee-Tantie Utility System Improvements
11. Invoice from Sumner Engineering & Consulting, Inc. – OUA Consumptive Use Permit Consulting
12. Invoice from Felix Associates Inc. – SWSA Master Pump Station Project
13. Invoice from Holtz Consulting Engineers, Inc. – Kings Bay/US 441 WM Extension
14. Invoice from Hinterland Group, Inc. – Pine Ridge Park Utility Systems Improvements
15. Invoice from Thorn Run Partners
16. Invoice from MacVicar Consulting, Inc. – Lake Okeechobee System Operating Manual

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17. Finance Report
 18. FDEP Wastewater Grant Portal Request
 19. 2023 Vacuum Truck
 20. Resident Project Representative
 21. SWSA Project 2 Agreement
 22. Salary Survey

23. Various Project Updates
24. Public Comments
25. Items from the Attorney
26. Items from the Executive Director
27. Items from the Board

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 1

FEBRUARY 21, 2023

Call Meeting to Order

Pledge of Allegiance
Determine Voting Members

	<u>Absent</u>	<u>Present</u>
Melanie Anderson – Board Member	_____	_____
Tommy Clay – Board Member	_____	_____
John Creasman – Chairperson	_____	_____
Jeff Fadley - Alternate	_____	_____
Harry Moldenhauer - Alternate	_____	_____
Steve Nelson – 2 nd Vice Chairperson	_____	_____
Tabitha Trent –Vice Chairperson	_____	_____
Glenn Sneider - Alternate	_____	_____

FUTURE MEETING OF OUA BOARD

March 21, 2023 – 8:30 A.M.

FUTURE HOLIDAYS FOR OUA STAFF

Sunday – April 9, 2023 – Easter

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 2

FEBRUARY 21, 2023

AGENDA ADDITIONS OR DELETIONS

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 3

FEBRUARY 21, 2023

MEETING MINUTES

Attached is a copy of the minutes for the meeting held on January 17, 2023.

Unless the Board determines a correction is required to the minutes, Staff recommends the approval of the meeting minutes from January 17, 2023 as presented.

**OKEECHOBEE UTILITY AUTHORITY
MEETING MINUTES**

Tuesday, January 17, 2023 8:30 A.M.

Okeechobee Utility Authority

100 SW 5th Avenue

Okeechobee, Florida

Chairperson Creasman called the meeting to order at 8:30 A.M.

Chairperson Creasman determined the voting members and led all participating attendees and visitors in the Pledge of Allegiance.

Chairperson Creasman addressed Agenda Item No. 1, the following Okeechobee Utility Authority Board Members were present:

Board Members:

Melanie Anderson*
Tommy Clay*
John Creasman*
Steve Nelson*
Tabitha Trent*

Alternates:

Harry Moldenhauer
Glenn Sneider

Absent:

Jeff Fadley

*Voting Board Members

OUA Members:

John Hayford
Lauriston Hamilton
Jamie Mullis
Tom Conely
Michelle Willoughby

Chairperson Creasman addressed Agenda Item No. 2 ‘Agenda Additions or Deletions’ Chairperson Creasman introduces one addition to the agenda. The item presented is a summary of OUA Project and funding projections. Executive Director Hayford provides an overview of the project construction timelines, connections and costs for all pending projects. Executive Director Hayford discusses the FDEP Grant Portal requests are still pending announcement. No board action was taken.

Chairperson Creasman addressed Agenda Item No. 3 ‘Meeting Minutes from December 20, 2022. Motion by Tommy Clay to accept the Meeting Minutes from December 20, 2022 as presented. Second by Steve Nelson. Vote unanimous (5-0), motion carried.

Chairperson Creasman addressed Agenda Item No. 4 ‘Consent Agenda’ Motion by Tommy Clay to approve the Consent Agenda as presented:

Consent Agenda Item No. 5 ‘Eckler Engineering, Inc. – Pine Ridge Park Utility Improvement in the amount of \$8,205.50’

Consent Agenda Item No. 6 ‘Eckler Engineering, Inc – SWTP pH Evaluation in the amount of \$525.00’

- Consent Agenda Item No. 7** ‘Sumner Engineering & Consulting, Inc – SW Wastewater Service Area Project (Part B) in the amount of \$20,175.13’
- Consent Agenda Item No. 8** ‘Sumner Engineering & Consulting, Inc – SW Wastewater Service Area Project (Part E) in the amount of \$17,389.00’
- Consent Agenda Item No. 9** ‘Sumner Engineering & Consulting, Inc – Tortoise Survey in the amount of \$1,800.00’
- Consent Agenda Item No. 10** ‘Sumner Engineering & Consulting, Inc – SW 5th Avenue LPSS Design & Permitting in the amount of \$15,880.00’
- Consent Agenda Item No. 11** ‘Sumner Engineering & Consulting, Inc – SWSA Mater Force Main Tortoise Permitting in the amount of \$7,885.00’
- Consent Agenda Item No. 12** ‘Sumner Engineering & Consulting, Inc – Okee-Tantie Utility System Improvements in the amount of \$10,668.00’
- Consent Agenda Item No. 13** ‘Sumner Engineering & Consulting, Inc – Consumptive Use Permit Counseling in the amount of \$1,275.00’
- Consent Agenda Item No. 14** ‘Invoice from Felix Associates, Inc. – SWSA Master Pump Station in the amount of \$203,685.23’
- Consent Agenda Item No. 15** ‘Go Underground, LLC - SWSA Master Force Main in the amount of \$64,923.00’
- Consent Agenda Item No. 16** ‘Go Underground, LLC – Orange Loop Sewer Expansion in the amount of \$198,154.80’
- Consent Agenda Item No. 17** ‘Steven L. Dobbs Engineering, LLC – NW 5th Street Sewer Expansion in amount of \$1,375.00’
- Consent Agenda Item No. 18** ‘Holtz Consulting Engineers, Inc – Kings Bay/US 441 Watermain Extension in the amount of \$7,480.00’
- Consent Agenda Item No. 19** ‘Hinterland Group, LLC - Pine Ridge Park Utility Systems Improvement in the amount of \$280,563.26’
- Consent Agenda Item No. 20** ‘Invoice from Thorn Run Partners in the amount of \$3,500.00’
- Consent Agenda Item No. 21** ‘Invoice from MacVicar in the amount of \$250.00’

Second by Steve Nelson. Vote unanimous (5-0), motion carried.

Chairperson Creasman addressed Consent Agenda Item No. 22 ‘Finance Report’ Finance Director Hamilton reviews the Finance Report for period ending December 31, 2022. **Motion by Melanie Anderson to approve the Finance Report for period ending December 31, 2022. Second by Tommy Clay. Vote unanimous (5-0). Motion carried.**

Chairperson Creasman addressed Consent Agenda Item No. 23 ‘Investment Report’ Finance Director Hamilton reviews the Investment Report. Finance Director Hamilton discusses the interest rates on OUA accounts and Treasury Note. Finance Director Hamilton discusses the projected interest income for FY23. Finance Director Hamilton informs the board that the FY22 Public Depositor Annual Report was submitted and received by the state. *Glenn Sneider out at 8:53 A.M. Informational purposes only.*

Chairperson Creasman addressed Agenda Item No. 24 ‘City Parcel Executive Director Hayford discusses that the City of Okeechobee has declared a parcel of land on the corner of SE 5th Street and 2nd Avenue as surplus to the city. The City of Okeechobee has offered this parcel of land to the OUA. There was a brief discussion. **Motion by Steve Nelson to decline the offer of the surplus parcel from the City of Okeechobee. Second by Tommy Clay. Vote unanimous (5-0). Motion carried.**

Chairperson Creasman addressed Agenda Item No. 25 ‘Former Boy’s School Property’ Executive Director Hayford discusses that the IRSC/OCEDC/BOCC team has requested that the State of Florida transfer ownership of the former Boys School property (Parcel 1) to the college and its partners. Executive Director Hayford discusses that the property will be developed, creating new job opportunities, economic growth and training programs. The development of this property would also include continued utility services from the OUA. Executive Director Hayford discusses submitting a letter of support on behalf of the IRSC/OCEDC/BOCC team. **Motion by Tabitha Trent to approve the OUA Chairperson to sign letter of support for the transfer ownership of the former Boys School property from the State of Florida to the IRSC/OCEDC/BOCC team. Second by Tommy Clay. Vote unanimous (5-0). Motion carried.**

Chairperson Creasman addressed Agenda Item No. 26 ‘Treasure Island Engineering Proposal’ Executive Director Hayford discusses that Kimley-Horn and Associates, Inc has provided a Master Services Contract, Scope of Work and Fee Schedule to complete the design, permitting and bidding for the Treasure Island Septic to Sewer Project. Executive Director Hayford discusses that the Scope of Work only carries the project through the bidding process. Tom Jensen from Kimley-Horn was present to answer any questions from the board. Executive Director Hayford discusses that the project will bring over 2000 new sewer connections. There was a brief discussion. **Motion by Tommy Clay to approve the Kimley-Horn and Associates, Inc. Master Services Agreement. Second by Steve Nelson. Vote unanimous (5-0). Motion carried.**

Motion by Tommy Clay to approve the Kimley-Horn and Associates, Inc. Scope of Work and Fee Schedule for the Treasure Island Septic to Sewer Project in the amount of \$3,180,385.00. Second by Steve Nelson. Vote unanimous (5-0). Motion carried.

Chairperson Creasman addressed Agenda Item No. 27 ‘SWSA Master Pump Station Change Order No. 1’ Executive Director Hayford discusses Change Order No. 1 for the SWSA Master Pump Station Project. The change order is for some minor piping and fitting changes, deletion of the perimeter fence and owner purchased equipment. Executive Director Hayford explains that by the OUA purchasing equipment such as pumps, generators and odor control equipment the OUA will have a tax savings of approximately \$22,000.00. **Motion by Tommy Clay to approve the owner purchased equipment and as applied to the SWSA MPS Change Order No. 1 (deductive) to Felix Associates of Florida, Inc. in the amount of \$417,283.28. Second by Steve Nelson. Vote unanimous (5-0). Motion carried.**

Chairperson Creasman addressed Agenda Item No. 28 ‘SWSA Project 2 Bid Response’ Executive Director Hayford discusses that bids for the SWSA Project 2 were received and publicly opened at 3:00 P.M. on January 5, 2023. Executive Director Hayford discusses that after review of the bid packages, Hinterland Group, Inc. appears to have submitted the lowest most responsive bid at \$11,954,105.00. Executive Director discusses the project funding, USDA loan and FDEP grant monies. Executive Director Hayford discusses that in consideration of potentially what a USDA delay could cost the project in time and money, OUA staff is recommending to move allocated grant money from the Okee-Tantie project to Project 2. Executive Director Hayford discusses that when the design is nearing completion for Okee-Tantie, it could then be decided how much SRF loan/grant money to seek. Executive Director Hayford discusses that since this effort will be done in conjunction with the design effort, it should not delay the Project 3 completion date. **Motion by Steve Nelson to approve the Award to Hinterland Group, Inc. in the amount of \$11,954,105.00. The contingency being execution of the award letter being withheld until a USDA approval has been received. Second by Tommy Clay. Vote unanimous**

(5-0). Motion carried. *Melanie Anderson out at 9:33 A.M. Harry Moldenhauer to vote in Melanie Anderson's absence.*

Chairperson Creasman addressed Agenda Item No. 29 'SWSA Sanitary Force Main – Gopher Tortoise' Executive Director Hayford discusses that the sanitary force main linking the SWSA master pump station to OUA NW-15 pump station encountered gopher tortoises. The tortoise area was not identified during permitting or design and were found while clearing the site. Executive Director Hayford discussed that OUA staff engaged Sumner Engineering & Consulting, Inc., project engineer, to permit the temporary relocation of the gopher tortoises. SEC has directed the environmental staff from Jones Edmunds to assist in the relocation. Executive Director Hayford discusses that the OUA has acquired permits to relocate the tortoises. Executive Director discusses the proposal from Jones Edmunds to locate, temporarily relocate and produce after action report. Executive Director discusses the project should be back to construction January 24, 2023. **Motion by Tommy Clay to approve the proposal by Jones Edmunds with a not to exceed fee of \$17,400.00. Second by Steve Nelson. Vote unanimous (5-0). Motion carried**

Chairperson Creasman addressed Agenda Item No. 30 'LPA0415 Agreement' Executive Director Hayford discusses that the OUA is in receipt of LPA0415 Agreement for the Treasure Island Septic to Sewer Project. Executive Director Hayford discusses that staff have requested a slight modification to the distribution on money. The redistribution will not change the total of \$3,500,000.00. **Motion by Steve Nelson for the OUA Board Chairman and OUA Staff to execute the LPA0415 Agreement and modifications as written by FDEP. Second by Tommy Clay. Vote unanimous (5-0). Motion carried.**

Chairperson Creasman addressed Agenda Item No. 31 'AMI Project' Executive Director Hayford discusses that at a previous OUA Board meeting, the OUA Board elected to reject the bids for construction of the AMI system. Letters confirming this action have been sent to all bidders. Executive Director Hayford discusses that letter should be sent to both the SRF and SFWMD notifying them of the cancellation of the project and the return of loan/grant monies. **Motion by Tabitha Trent to direct staff to notify the SRF and SFWMD staff of the cancellation of all pending loan/grant applications for the AMI project. Second by Tommy Clay. Vote unanimous (5-0). Motion carried.**

Chairperson Creasman addressed Agenda Item No. 32 'Public Comments' There were none.

Chairperson Creasman addressed Agenda Item No. 33 'Items from the Attorney' There were none.

Chairperson Creasman addressed Agenda Item No. 34 'Items from the Executive Director'
Executive Director Hayford gave an update on current projects.

Chairperson Creasman addressed Agenda Item No. 35 'Items from the Board' Board Member Clay discusses the upcoming workshop with the BOCC, City of Okeechobee and the OUA. The workshop is scheduled for January 26th at 6:30 P.M. Board Member discusses mandatory connection policy of the BOCC and City of Okeechobee.

There being no other business, meeting adjourned at 10:01 A.M.

PLEASE TAKE NOTICE AND BE ADVISED that if a person decided to appeal any decision made by the Okeechobee Utility Authority with respect to any matter considered at this meeting, he/she may need to ensure that verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. A CD recording of this meeting is on file in the Executive Director's office.

Chairperson

Executive Director (Secretary)

DRAFT

OKEEHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 4

FEBRUARY 21, 2023

EMPLOYEE RECOGNITION

This month the Board will recognize four employees for their years of service for the OUA.

Travis Baugh	20 Years
David Alderman	5 Years
Cody Jolly	5 Years
Francis Romain	5 Years

OKEEHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 5

FEBRUARY 21, 2023

CONSENT AGENDA

1. Pull items for discussion from Consent Agenda.
2. Items pulled from Consent Agenda will be discussed at the end of Agenda.
3. Unless noted all Consent Agenda items are recommended for approval.
4. Motion to approve items on Consent Agenda as follows:
 6. Invoice from Sumner Engineering & Consulting, Inc. – SW Wastewater Service Area Project (Part B)
 7. Invoice from Sumner Engineering & Consulting, Inc. – SW Wastewater Service Area Project (Part E)
 8. Invoice from Sumner Engineering & Consulting, Inc. – SWSA Master Force Main Tortoise Permitting
 9. Invoice from Sumner Engineering & Consulting, Inc. – SWSA Master Force Main Tortoise Relocation
 10. Invoice from Sumner Engineering & Consulting, Inc. – Okee-Tantie Utility System Improvements
 11. Invoice from Sumner Engineering & Consulting, Inc. – OUA Consumptive Use Permit Consulting
 12. Invoice from Felix Associates Inc. – SWSA Master Pump Station Project
 13. Invoice from Holtz Consulting Engineers, Inc. – Kings Bay/US 441 WM Extension
 14. Invoice from Hinterland Group, Inc. – Pine Ridge Park Utility Systems Improvements
 15. Invoice from Thorn Run Partners
 16. Invoice from MacVicar Consulting, Inc. – Lake Okeechobee System Operating Manual

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 6

FEBRUARY 21, 2023

CONSENT AGENDA

INVOICE FROM SUMNER ENGINEERING & CONSULTING, INC. – SW WATERWATER SERVICE AREA PROJECT (PART B)

Please find attached the invoice in the amount of \$7,617.63 submitted by Sumner Engineering & Consulting, Inc. Staff is aware of the work currently being done by Sumner Engineering & Consulting, Inc. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					\$724,136.00
Apr-20	1	Apr-20		\$48,503.60	\$675,632.40
May-20	2	May-20		\$38,802.88	\$636,829.52
Jun-20	3	Jun-20		\$33,952.52	\$602,877.00
Aug-20	4	Aug-20		\$87,306.48	\$515,570.52
Sep-20	5	Sep-20		\$43,653.24	\$471,917.28
Nov-20	6	Nov-20		\$77,605.76	\$394,311.52
Jan-21	7	Jan-21		\$38,802.88	\$355,508.64
Feb-21	8	Feb-21		\$38,802.88	\$316,705.76
Apr-21	9	Apr-21		\$43,653.24	\$273,052.52
Jul-21	9	Jul-21		\$19,401.44	\$253,651.08
Oct-21	10	Oct-21		\$7,275.54	\$246,375.54
Dec-21	11	Dec-21		\$10,592.40	\$235,783.14
Jan-22	12	Jan-22		\$13,491.60	\$222,291.54
Mar-22	13	Mar-22		\$27,996.69	\$194,294.85
Mar-22	Change Order		\$36,220.00		\$230,514.85
Apr-22	14	Apr-22		\$18,959.03	\$211,555.82
May-22	15	May-22		\$14,778.68	\$196,777.14
Jun-22	16	Jun-22		\$20,965.08	\$175,812.06
Jul-22	17	Jul-22		\$12,173.00	\$163,639.06
Aug-22	18	Aug-22		\$3,756.38	\$159,882.68
Sep-22	19	Sep-22		\$7,843.75	\$152,038.93
Oct-22	20	Oct-22		\$6,609.13	\$145,429.80
Jan-23	21	Jan-23		\$20,175.13	\$125,254.67
Feb-23	22		\$7,617.63		\$117,637.04

Staff recommends approval of this invoice in the amount of \$7,617.63 to Sumner Engineering & Consulting, Inc.



Invoice

BILL TO

February 9, 2023

Okeechobee Utility Authority
100 SW 5th Avenue
Okeechobee, Florida 34974

Invoice No. 1539

SW Wastewater Service Area Project (SEC Proj. No. 19-04)

Part B – SWSA Project 1 Design, Permitting & Bidding, and Part C – Construction Phase Services

OUA Purchase Order No. 10264

Task	Contract Amount	Percent Complete	Amount Complete	Previously Billed	Invoice Amount
B1 – Design and Permitting	\$505,036	97%	\$489,884.92	\$489,884.92	\$0.00
• <i>Original Authorization</i>	<i>\$485,036</i>				
• <i>Change Order</i>	<i>\$20,000</i>				
B2 – Bidding Services	\$43,380	76%	\$32,968.80	\$32,968.80	\$0.00
• <i>Original Authorization</i>	<i>\$27,160</i>				
• <i>Change Order</i>	<i>\$16,220</i>				
C – Construction Services	\$211,940	T&M	\$119,865.24	\$112,247.61	\$7,617.63
				TOTAL:	\$7,617.63

Total Purchase Order Amount: \$724,136.00

Total Billed to Date: \$642,718.96

Total Billed this Invoice: \$ 7,617.63

For services rendered through January 1 – February 4, 2023.

Sumner Engineering & Consulting, Inc.
 410 NW 2nd Street
 Okeechobee, FL 34972 US
 863.634.9474
 jeff@sumnerengineering.com



CEI Backup

BILL TO

19-04.Task C - Project 1
 Construction Phase Services
 Okeechobee Utility Authority
 100 SW 5th Avenue
 Okeechobee, Florida 34974

INVOICE # 1539
DATE 02/09/2023
DUE DATE 02/09/2023
TERMS Due on receipt

DATE	ACTIVITY	QTY	RATE	AMOUNT
01/02/2023	Hours - Sumner, Jeffrey M MFM pay app; contractor coordination	2:00	170.00	340.00
01/04/2023	Hours - Sumner, Jeffrey M Tortoise Planning Call	1:00	170.00	170.00
01/05/2023	Hours - Sumner, Jeffrey M Coordinate tortoise relo	1:00	170.00	170.00
01/10/2023	Hours - Sumner, Jeffrey M NW-15 tie-in	1:00	170.00	170.00
01/10/2023	Hours - Field Inspector:Hours - Field Inspector Site Visit	2:00	90.00	180.00
01/11/2023	Hours - Field Inspector:Hours - Field Inspector Mobilization Meeting Lift Station	1:30	90.00	135.00
01/11/2023	Hours - Sumner, Jeffrey M MPS Change Order 1 prep for Board package	1:00	170.00	170.00
01/12/2023	Hours - Field Inspector:Hours - Field Inspector Site Visit	0:30	90.00	45.00
01/17/2023	Hours - Sumner, Jeffrey M Contractor coordination	1:00	170.00	170.00
01/19/2023	Hours - Sumner, Jeffrey M Process change order; contractor coordination	1:00	170.00	170.00
01/19/2023	Hours - Field Inspector:Hours - Field Inspector Site Visit.	2:00	90.00	180.00
01/23/2023	Hours - Sumner, Jeffrey M Contractor coordination	1:00	170.00	170.00
01/30/2023	Hours - Sumner, Jeffrey M Pay app review; contractor coordination	1:00	170.00	170.00
01/30/2023	Hours - Field Inspector:Hours - Field Inspector Site Visits – both sites	3:00	90.00	270.00
01/31/2023	Hours - Sumner, Jeffrey M Submittal / RFI coordination	1:00	170.00	170.00

01/31/2023	Hours - Field Inspector:Hours - Field Inspector Site Visit – both sites	3:00	90.00	270.00
02/01/2023	Hours - Sumner, Jeffrey M Submittal / RFI coordination	1:00	170.00	170.00
02/09/2023	Project 1 CEI Services (JEA – Incl. 10% markup per contract)			4,497.63

TOTAL OF NEW CHARGES	7,617.63
BALANCE DUE	\$7,617.63



Integrity • Knowledge • Service

February 9, 2023

Project No: 19775-001-02

Invoice No: 0251063

Sumner Engineering & Consulting, Inc.
jeff@sumnerengineering.com

Project 19775-001-02 Southwest Section Wastewater Service Area Septic to Sewer - Master Pump Station

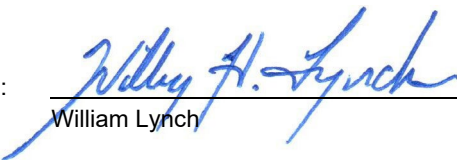
SEC PN: 19-04

PO#: 10264

CO No.: 1-3

Professional Services from December 17, 2022 to January 31, 2023

Task	5000	Construction Admin	Hours	Rate	Amount
Professional Personnel					
- Project Officer Lynch, William			2.50	250.00	625.00
- Senior Project Manager Menard, Sean			2.50	230.00	575.00
- Sr. Engineer Clark, Michael			5.25	230.00	1,207.50
- Engr Intern, Assoc. Scientist Alvarez, Marisol			12.25	100.00	1,225.00
- Construction Project Coordinator Morrison, Jamila			4.50	75.00	337.50
- Sr. Administrative Assistant Starling, Trina			1.25	95.00	118.75
			Totals		4,088.75
			Total Labor		4,088.75
				Total this Task	\$4,088.75

Authorized: 
William Lynch

Date: 02/09/2023

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 7

FEBRUARY 21, 2023

CONSENT AGENDA

INVOICE FROM SUMNER ENGINEERING & CONSULTING, INC. – SW WASTEWATER SERVICE AREA PROJECT (PART E)

Please find attached the invoice in the amount of \$6,955.60 submitted by Sumner Engineering & Consulting, Inc. Staff is aware of the work currently being done by Sumner Engineering & Consulting, Inc. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					\$1,141,783.00
Jun-21	1	Jun-21		\$19,783.98	\$1,121,999.02
Jul-21	2	Jul-21		\$28,576.86	\$1,093,422.16
Aug-21	3	Aug-21		\$17,585.76	\$1,075,836.40
Sep-21	4	Sep-21		\$61,550.16	\$1,014,286.24
Oct-21	5	Oct-21		\$68,144.82	\$946,141.42
Dec-21	6	Dec-21		\$15,387.54	\$930,753.88
Jan-22	7	Jan-22		\$84,990.00	\$845,763.88
Feb-22	8	Feb-22		\$57,147.84	\$788,616.04
Mar-22	9	Mar-22		\$33,336.24	\$755,279.80
Apr-22	10	Apr-22		\$42,860.88	\$712,418.92
May-22	11	May-22		\$85,721.76	\$626,697.16
Jun-22	12	Jun-22		\$47,623.20	\$579,073.96
Jul-22	13	Jul-22		\$38,098.56	\$540,975.40
Aug-22	14	Aug-22		\$28,573.92	\$512,401.48
Sep-22	15	Sep-22		\$14,286.96	\$498,114.52
Oct-22	16	Oct-22		\$9,524.64	\$488,589.88
Jan-23	17	Jan-23		\$17,389.00	\$471,200.88
Feb-23	18		\$6,955.60		\$464,245.28

Staff recommends approval of this invoice in the amount of \$6,955.60 to Sumner Engineering & Consulting, Inc.

The Southwest Service Area (SWSA) septic to sewer project has three separate segments or phases which can be described as follows:

Project 2 Collection System



Invoice

BILL TO

February 9, 2023

Okeechobee Utility Authority
100 SW 5th Avenue
Okeechobee, Florida 34974

Invoice No. 1542

SW Wastewater Service Area Project (SEC Proj. No. 19-04)

Part E – SWSA Project 2 Design, Permitting and Construction Phase Services

OUA Purchase Order No. 10829

Task	Contract Amount	Percent Complete	Amount Complete	Previously Billed	Invoice Amount
E1 – Preliminary Design and Permitting	\$219,822	100%	\$219,822.00	\$219,822.00	\$0.00
E2 – Final Design and Permitting	\$476,232	91%	\$433,371.12	\$433,371.12	\$0.00
E3 – Bidding and Negotiation Phase	\$34,778	70%	\$24,344.60	\$17,389.00	\$6,955.60
E4 – Construction Phase Services (excl. RPR)	\$147,500	0%	\$0.00	\$0.00	\$0.00
E5 – Post-Construction Phase Services	\$20,784	0%	\$0.00	\$0.00	\$0.00
E6 – Resident Project Representative (T&M)	\$242,667	0%	\$0.00	\$0.00	\$0.00
				TOTAL:	\$6,955.60

Total Purchase Order Amount: \$1,141,783.00

Total Billed to Date: \$ 677,537.72

Total Billed this Invoice: \$ 6,955.60

For services rendered January 1 – February 4, 2023.

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 8

FEBRUARY 21, 2023

CONSENT AGENDA

**INVOICE FROM SUMNER ENGINEERING & CONSULTING, INC. – SWSA MASTER
FORCE MAIN TORTOISE PERMITTING**

Please find attached the invoice in the amount of \$415.00 submitted by Sumner Engineering & Consulting, Inc. Staff is aware of the work currently being done by Sumner Engineering & Consulting, Inc. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					\$8,300.00
Jan-23	1	Jan-23		\$7,885.00	\$415.00
Feb-23	2		\$415.00		\$0.00

Staff recommends approval of this invoice in the amount of \$415.00 to Sumner Engineering & Consulting, Inc.



Invoice

BILL TO

February 9, 2023

Okeechobee Utility Authority
100 SW 5th Avenue
Okeechobee, Florida 34974

Invoice No. 1540

Project 1 Master Force Main – Tortoise Permitting (SEC Proj. No. 19-04)

OUA Purchase Order No. 11361

Task	Contract Amount	Percent Complete	Amount Complete	Previously Billed	Invoice Amount
MFM Tortoise Survey and Summary Memo	\$8,300.00	100%	\$8,300.00	\$7,885.00	\$415.00
				TOTAL:	\$415.00

Total Purchase Order Amount: \$8,300.00

Total Billed to Date: \$8,300.00

Total Billed this Invoice: \$ 415.00

For services rendered January 1 – February 4, 2023.

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 9

FEBRUARY 21, 2023

CONSENT AGENDA

**INVOICE FROM SUMNER ENGINEERING & CONSULTING, INC. – SWSA MASTER
FORCE MAIN TORTOISE RELOCATION**

Please find attached the invoice in the amount of \$8,135.21 submitted by Sumner Engineering & Consulting, Inc. Staff is aware of the work currently being done by Sumner Engineering & Consulting, Inc. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					\$17,400.00
Feb-23	1		\$8,135.21		\$9,264.79

Staff recommends approval of this invoice in the amount of \$8,135.21 to Sumner Engineering & Consulting, Inc.



Invoice

BILL TO

February 9, 2023

Okeechobee Utility Authority
100 SW 5th Avenue
Okeechobee, Florida 34974

Invoice No. 1541

Project 1 Master Force Main – MFM Tortoise Relocation (SEC Proj. No. 19-04)

OUA Purchase Order No. 11398

Task	Contract Amount	Percent Complete	Amount Complete	Previously Billed	Invoice Amount
MFM Tortoise Survey and Summary Memo	\$17,400.00	100%	\$8,135.21	\$0.00	\$8,135.21
				TOTAL:	\$8,135.21

Total Purchase Order Amount: \$17,400.00

Total Billed to Date: \$ 8,135.21

Total Billed this Invoice: \$ 8,135.21

For services rendered January 1 – February 4, 2023.

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 10

FEBRUARY 21, 2023

CONSENT AGENDA

**INVOICE FROM SUMNER ENGINEERING & CONSULTING, INC. – OKEE-TANTIE
UTILITY SYSTEM IMPROVEMENTS**

Please find attached the invoice in the amount of \$3,199.44 submitted by Sumner Engineering & Consulting, Inc. Staff is aware of the work currently being done by Sumner Engineering & Consulting, Inc. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					\$686,079.00
Apr-22	1	Apr-22		\$29,835.00	\$656,244.00
May-22	2	May-22		\$3,817.50	\$652,426.50
Jun-22	3	Jun-22		\$94,920.00	\$557,506.50
Jul-22	4	Jul-22		\$11,398.50	\$546,108.00
Aug-22	5	Aug-22		\$9,440.00	\$536,668.00
Oct-22	6	Oct-22		\$7,996.00	\$528,672.00
Jan-23	7	Jan-23		\$10,668.00	\$518,004.00
Feb-23	8		\$3,199.44		\$514,804.56

Staff recommends approval of this invoice in the amount of \$3,199.44 to Sumner Engineering & Consulting, Inc.



Invoice

BILL TO

February 9, 2023

Okeechobee Utility Authority
100 SW 5th Avenue
Okeechobee, Florida 34974

Invoice No. 1544

Okee-Tantie Utility System Improvements (SEC Proj. No. 21-11)

OUA Purchase Order No. 11130

Task	Contract Amount	Percent Complete	Amount Complete	Previously Billed	Invoice Amount
A1 – Preliminary Modeling and Technical Memo	\$36,100.00	100%	\$36,100.00	\$36,100.00	\$0.00
A2 – Route Survey and Preliminary (10%) Design	\$129,050.00	100%	\$129,050.00	\$129,050.00	\$0.00
A3 – Pre-Application Meetings and Summary Memo	\$5,850.00	50%	\$2,925.00	\$2,925.00	\$0.00
B1 – Design and Permitting	\$319,944.00	1%	\$3,199.44	\$0.00	\$3,199.44
B2 – Bidding Services	\$13,765.00	0%	\$0.00	\$0.00	\$0.00
C1 – Construction Administration	\$181,370.00	0%	\$0.00	\$0.00	\$0.00
				TOTAL:	\$3,199.44

Total Purchase Order Amount: \$686,079.00

Total Billed to Date: \$171,274.44

Total Billed this Invoice: \$ 3,199.44

For services rendered January 1 – February 4, 2022.

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 11

FEBRUARY 21, 2023

CONSENT AGENDA

**INVOICE FROM SUMNER ENGINEERING & CONSULTING, INC. – CONSUMPTIVE USE
PERMIT CONSULTING**

Please find attached the invoice in the amount of \$1,615.00 submitted by Sumner Engineering & Consulting, Inc. Staff is aware of the work currently being done by Sumner Engineering & Consulting, Inc. and is in agreement with this request.

Staff recommends approval of this invoice in the amount of \$1,615.00 to Sumner Engineering & Consulting, Inc.

Sumner Engineering & Consulting, Inc.
 410 NW 2nd Street
 Okeechobee, FL 34972 US
 863.634.9474
 jeff@sumnerengineering.com



INVOICE

BILL TO

Okeechobee Utility Authority
 Attn: John Hayford, Executive Director
 100 SW 5th Avenue
 Okeechobee, FL 34974

INVOICE # 1543
DATE 02/09/2023
DUE DATE 02/09/2023
TERMS Due on receipt

Invoice No. 1543
 OUA Consumptive Use Permit Consulting (SEC Proj. No. 21-14)
OUA Purchase Order No. 10946

Task	Contract Amount	Percent Complete	Amount Complete	Previously Billed	Invoice Amount
CUP Consulting	\$10,500.00	T&M	\$5,270.00	\$3,655.00	\$1,615.00
				TOTAL:	\$1,615.00

DATE	ACTIVITY	QTY	RATE	AMOUNT
01/04/2023	Hours - Sumner, Jeffrey M File review, mapping and call with J Spratt and Drew Bartlett	4:30	170.00	765.00
01/05/2023	Hours - Sumner, Jeffrey M Service area map update	1:00	170.00	170.00
01/19/2023	Hours - Sumner, Jeffrey M District call, mapping.	2:00	170.00	340.00
01/31/2023	Hours - Sumner, Jeffrey M Client meeting, map updates and volume estimates	2:00	170.00	340.00

TOTAL OF NEW CHARGES 1,615.00
BALANCE DUE \$1,615.00

For services rendered January 1 – February 4, 2023.

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 12

FEBRUARY 21, 2023

CONSENT AGENDA

INVOICES FROM FELIX ASSOCIATES, INC. – SWSA MASTER PUMP STATION

Please find attached invoice in the amount of \$57,744.28 submitted by Felix Associates Inc. Staff is aware of the work currently being done by Felix Associates Inc. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					\$1,894,600.00
May-22	1	May-22		\$54,150.00	\$1,840,450.00
Oct-22	2	Oct-22		\$98,142.11	\$1,742,307.89
Dec-22	3	Dec-22		\$294,183.10	\$1,448,124.79
Jan-23	4	Jan-23		\$203,685.23	\$1,244,439.56
Jan-23	Change Order		\$417,283.28		\$827,156.28
Feb-23	5		\$57,744.28		\$769,412.00

Staff recommends approval of this invoice in the amount of \$57,744.28 to Felix Associates, Inc.



Sumner Engineering & Consulting, Inc.
Agriculture, Civil, Land & Water Resources

410 NW 2nd Street
Okeechobee, FL 34972
863.763.9474

February 6, 2023

Okeechobee Utility Authority
100 SW 5th Avenue
Okeechobee, FL 34974

RE: SWSA Master Pump Station Project
Felix Associates, Inc. – Pay Application No. 5

Mr. Hayford:

Please find attached Pay Application No. 5 for the above-referenced project, recommended for payment in the amount of \$57,744.28, which covers work confirmed to have been completed and stored materials for the period from January 1 – 31, 2023, less previous payments and the required 5% retainage. Please note that this pay application reflects the recently approved Change Order No. 1. Further, the Owner-requested upgrade to the manhole interior coating (Change Request 05, attached) is reflected here under "Owner's Allowance".

If you have any questions, please do not hesitate to contact us.

Sincerely,
Sumner Engineering & Consulting, Inc.

Jeffrey M. Sumner, PE
President

cc: Bill Lynch (via email)

REQUISITION # 4

Project Name: OUA Master Pump Station

PERIOD ENDIN 1/31/2023

Line Item	PAY ITEMS	QTY	UNIT	UNIT PRICE	AMOUNT	PREVIOUS APPLICATION		THIS APPLICATION		TOTAL TO DATE		RETAINAGE	% COMP
						QTY COMPLETED	AMOUNT COMPLETED	QTY COMPLETED	AMOUNT COMPLETED	QTY COMPLETED	AMOUNT COMPLETED		
1	MOBILIZATION / DEMOBILIZATION				\$ 90,000.00								
1.1	Pre-Construction Video	1	LS	\$ 1,000.00	\$ 1,000.00	1.00	\$ 1,000.00		\$ -	1.00	\$ 1,000.00	\$ 50.00	100.0%
1.2	Bond & Insurance	1	LS	\$ 36,000.00	\$ 36,000.00	1.00	\$ 36,000.00		\$ -	1.00	\$ 36,000.00	\$ 1,800.00	100.0%
1.2	Mobilization	1	LS	\$ 50,000.00	\$ 50,000.00	0.48	\$ 24,200.00	0.05	\$ 2,700.00	0.54	\$ 26,900.00	\$ 1,345.00	53.8%
1.3	Locate Existing Utilities	1	LS	\$ 750.00	\$ 750.00	1.00	\$ 750.00		\$ -	1.00	\$ 750.00	\$ 37.50	100.0%
1.4	Dewatering / NPDES Permit	1	LS	\$ 750.00	\$ 750.00	1.00	\$ 750.00		\$ -	1.00	\$ 750.00	\$ 37.50	100.0%
1.5	Demobilization	1	LS	\$ 1,500.00	\$ 1,500.00		\$ -		\$ -	-	\$ -	\$ -	0.0%
2	ENVIRONMENTAL PROTECTION				\$ 10,000.00								
2.1	Construction Entrance	1	LS	\$ 5,000.00	\$ 5,000.00		\$ -		\$ -	-	\$ -	\$ -	0.0%
2.2	Silt Fence	1	LS	\$ 5,000.00	\$ 5,000.00	0.62	\$ 3,112.50	0.19	\$ 938.50	0.81	\$ 4,051.00	\$ 202.55	81.0%
3	MAINTENANCE OF TRAFFIC				\$ 600.00								
3.1	MOT DEVICES	1	LS	\$ 600.00	\$ 600.00	1.00	\$ 600.00		\$ -	1.00	\$ 600.00	\$ 30.00	100.0%
4	CONCRETE				\$ 287,900.00								
4.1	Well Point System / Dewatering	1	LS	\$ 31,000.00	\$ 31,000.00	1.00	\$ 31,000.00		\$ -	1.00	\$ 31,000.00	\$ 1,550.00	100.0%
4.2	Excavate / Shore for Wetwell	1	LS	\$ 21,900.00	\$ 21,900.00	1.00	\$ 21,900.00		\$ -	1.00	\$ 21,900.00	\$ 1,095.00	100.0%
4.3	Precast Concrete Structures Submittal	1	LS	\$ 10,000.00	\$ 10,000.00	1.00	\$ 10,000.00		\$ -	1.00	\$ 10,000.00	\$ 500.00	100.0%
4.4	Set Wetwell	1	LS	\$ 79,000.00	\$ 79,000.00	1.00	\$ 79,000.00		\$ -	1.00	\$ 79,000.00	\$ 3,950.00	100.0%
4.5	Wetwell Watertightness Test	1	LS	\$ 5,000.00	\$ 5,000.00		\$ -		\$ -	-	\$ -	\$ -	0.0%
4.6	Backfill Wetwell	1	LS	\$ 17,000.00	\$ 17,000.00	1.00	\$ 17,000.00		\$ -	1.00	\$ 17,000.00	\$ 850.00	100.0%
4.7	Prep Grade for Flatwork	1	LS	\$ 6,000.00	\$ 6,000.00	1.00	\$ 6,000.00		\$ -	1.00	\$ 6,000.00	\$ 300.00	100.0%
4.8	Pour Concrete Flatwork	1	LS	\$ 16,000.00	\$ 16,000.00	0.90	\$ 14,400.00		\$ -	0.90	\$ 14,400.00	\$ 720.00	90.0%
4.9	Prefab Electrical Building Submittal	1	LS	\$ 10,000.00	\$ 10,000.00	1.00	\$ 10,000.00		\$ -	1.00	\$ 10,000.00	\$ 500.00	100.0%
4.10	Set Prefab Electrical Building	1	LS	\$ 92,000.00	\$ 92,000.00		\$ -		\$ -	-	\$ -	\$ -	0.0%
5	PIPE AND FITTINGS				\$ 183,000.00								
5.1	8" FM	1	LS	\$ 21,000.00	\$ 21,000.00	1.00	\$ 21,000.00		\$ -	1.00	\$ 21,000.00	\$ 1,050.00	100.0%
5.2	FM Testing	1	LS	\$ 1,600.00	\$ 1,600.00		\$ -	1.00	\$ 1,600.00	1.00	\$ 1,600.00	\$ 80.00	100.0%
5.3	Gravity Sewer Piping & Manholes	1	LS	\$ 63,300.00	\$ 63,300.00	1.00	\$ 63,300.00		\$ -	1.00	\$ 63,300.00	\$ 3,165.00	100.0%
5.4	8" Force Main Drop Assembly	1	LS	\$ 6,500.00	\$ 6,500.00	1.00	\$ 6,500.00		\$ -	1.00	\$ 6,500.00	\$ 325.00	100.0%
5.5	GS Testing and Inspection	1	LS	\$ 8,300.00	\$ 8,300.00		\$ -		\$ -	-	\$ -	\$ -	0.0%
5.6	2" Water Main	1	LS	\$ 9,000.00	\$ 9,000.00	0.80	\$ 7,200.00	0.20	\$ 1,800.00	1.00	\$ 9,000.00	\$ 450.00	100.0%
5.7	8" Discharge Piping	1	LS	\$ 28,000.00	\$ 28,000.00	0.60	\$ 16,756.75	0.25	\$ 7,000.00	0.85	\$ 23,756.75	\$ 1,187.84	84.8%
5.8	12" Drop Bowl Assembly	1	LS	\$ 6,000.00	\$ 6,000.00		\$ -		\$ -	-	\$ -	\$ -	0.0%
5.9	8" Above Ground Piping	1	LS	\$ 30,000.00	\$ 30,000.00	0.58	\$ 17,270.62	0.25	\$ 7,500.00	0.83	\$ 24,770.62	\$ 1,238.53	82.6%
5.10	Lift Station Start-Up	1	LS	\$ 1,800.00	\$ 1,800.00		\$ -		\$ -	-	\$ -	\$ -	0.0%
5.11	Paint Exterior Piping	1	LS	\$ 2,500.00	\$ 2,500.00		\$ -		\$ -	-	\$ -	\$ -	0.0%
5.12	6" Odor Control Piping	1	LS	\$ 5,000.00	\$ 5,000.00	0.80	\$ 4,000.00	0.20	\$ 1,000.00	1.00	\$ 5,000.00	\$ 250.00	100.0%
6	EQUIPMENT				\$ 442,000.00								
6.1	Odor Control Submittal	1	LS	\$ 10,000.00	\$ 10,000.00	1.00	\$ 10,000.00		\$ -	1.00	\$ 10,000.00	\$ 500.00	100.0%
6.2	Odor Control Installation	1	LS	\$ 210,000.00	\$ 210,000.00	0.40	\$ 83,000.00	0.60	\$ 127,000.00	1.00	\$ 210,000.00	\$ 10,500.00	100.0%
6.3	Odor Control Start-up	1	LS	\$ 2,000.00	\$ 2,000.00		\$ -		\$ -	-	\$ -	\$ -	0.0%
6.4	Lift Station Pump Submittal Package	1	LS	\$ 10,000.00	\$ 10,000.00	1.00	\$ 10,000.00		\$ -	1.00	\$ 10,000.00	\$ 500.00	100.0%
6.5	Lift Station Pump Package Installation	1	LS	\$ 210,000.00	\$ 210,000.00		\$ -	0.89	\$ 187,144.24	0.89	\$ 187,144.24	\$ 9,357.21	89.1%
7	ELECTRICAL AND I&C				\$ 550,000.00								
7.1	Generator Submittal	1	LS	\$ 10,000.00	\$ 10,000.00	1.00	\$ 10,000.00		\$ -	1.00	\$ 10,000.00	\$ 500.00	100.0%
7.2	Set Generator	1	LS	\$ 118,000.00	\$ 118,000.00	0.21	\$ 24,829.00	0.79	\$ 93,171.00	1.00	\$ 118,000.00	\$ 5,900.00	100.0%
7.3	Generator Start-up	1	LS	\$ 2,000.00	\$ 2,000.00		\$ -		\$ -	-	\$ -	\$ -	0.0%
7.4	Electrical	1	LS	\$ 360,000.00	\$ 360,000.00	0.19	\$ 70,000.00		\$ -	0.19	\$ 70,000.00	\$ 3,500.00	19.4%
7.5	Lighting Protection	1	LS	\$ 15,000.00	\$ 15,000.00	0.50	\$ 7,500.00		\$ -	0.50	\$ 7,500.00	\$ 375.00	50.0%
7.6	SCADA & RTU	1	LS	\$ 45,000.00	\$ 45,000.00	0.11	\$ 5,000.00		\$ -	0.11	\$ 5,000.00	\$ 250.00	11.1%
8	SITE WORK				\$ 164,000.00								
8.1	Clearing and Grubbing	1	LS	\$ 22,000.00	\$ 22,000.00	0.75	\$ 16,500.00		\$ -	0.75	\$ 16,500.00	\$ 825.00	75.0%
8.2	Embankment & Rough Grade	1	LS	\$ 18,000.00	\$ 18,000.00		\$ -		\$ -	-	\$ -	\$ -	0.0%
8.3	Excavation - Swale	1	LS	\$ 5,000.00	\$ 5,000.00		\$ -		\$ -	-	\$ -	\$ -	0.0%
8.4	Grade for Asphalt Base Rock	1	LS	\$ 5,000.00	\$ 5,000.00		\$ -		\$ -	-	\$ -	\$ -	0.0%
8.5	18" Base Rock	1	LS	\$ 18,000.00	\$ 18,000.00		\$ -		\$ -	-	\$ -	\$ -	0.0%
8.6	2" SP-1.25 Asphalt	1	LS	\$ 15,000.00	\$ 15,000.00		\$ -		\$ -	-	\$ -	\$ -	0.0%
8.7	Fine Grade for Sod	1	LS	\$ 11,000.00	\$ 11,000.00		\$ -		\$ -	-	\$ -	\$ -	0.0%
8.8	Landscaping	1	LS	\$ 10,000.00	\$ 10,000.00		\$ -		\$ -	-	\$ -	\$ -	0.0%
8.9	Chain Link Fencing	1	LS	\$ 42,000.00	\$ 42,000.00		\$ -	1.00	\$ 42,000.00	1.00	\$ 42,000.00	\$ 2,100.00	100.0%
8.10	Bollards	1	LS	\$ 18,000.00	\$ 18,000.00		\$ -		\$ -	-	\$ -	\$ -	0.0%
9	VALVES				\$ 16,000.00								
9.1	Flanged Valves	1	LS	\$ 10,000.00	\$ 10,000.00	0.94	\$ 9,366.27		\$ -	0.94	\$ 9,366.27	\$ 468.31	93.7%
9.2	8" MJ Gate Valve	1	LS	\$ 4,000.00	\$ 4,000.00	0.74	\$ 4,430.27		\$ -	0.74	\$ 4,430.27	\$ 221.51	73.8%
10	RECORD DRAWINGS				\$ 11,000.00								
10.1	Record Drawings Surveying	1	LS	\$ 11,000.00	\$ 11,000.00	0.27	\$ 3,000.00		\$ -	0.27	\$ 3,000.00	\$ 150.00	27.0%
11	INDEMNIFICATION				\$ 100.00								
11.1	Indemnification	1	LS	\$ 100.00	\$ 100.00	1.00	\$ 100.00		\$ -	1.00	\$ 100.00	\$ 5.00	100.0%
12	SAFETY COMPLIANCE				\$ 36,000.00								
12.1	Slide Rail Delivery & Install	1	LS	\$ 32,000.00	\$ 32,000.00	1.00	\$ 32,000.00		\$ -	1.00	\$ 32,000.00	\$ 1,600.00	100.0%
12.2	Trench Box Delivery & Install	1	LS	\$ 1,000.00	\$ 4,000.00	1.00	\$ 4,000.00		\$ -	1.00	\$ 4,000.00	\$ 200.00	100.0%

REQUISITION # 4

Project Name: OUA Master Pump Station

PERIOD ENDIN 1/31/2023

Line Item	PAY ITEMS	QTY	UNIT	UNIT PRICE	AMOUNT	PREVIOUS APPLICATION		THIS APPLICATION		TOTAL TO DATE		RETAINAGE	% COMP
						QTY COMPLETED	AMOUNT COMPLETED	QTY COMPLETED	AMOUNT COMPLETED	QTY COMPLETED	AMOUNT COMPLETED		
13	TESTING ALLOWANCE				\$ 4,000.00								
13.1	Testing Allowance	1	LS	\$ 4,000.00	\$ 4,000.00	0.73	\$ 2,914.00	0.28	\$ 1,118.00	1.01	\$ 4,032.00	\$ 201.60	101.0%
14	OWNER'S ALLOWANCE				\$ 100,000.00								
14.1	Owner's Allowance	1	LS	\$ 100,000.00	\$ 100,000.00		\$ -	0.05	\$ 5,095.00	0.05	\$ 5,095.00	\$ 254.75	5.1%
		1	LS	\$ -	\$ -		\$ -		\$ -	-	\$ -	\$ -	0.0%
15	CHANGE ORDER NO. 1				\$ (417,283.28)								
15.1	COR#001 - Offset Reducing HDPE Spool	1	LS	\$ 5,221.96	\$ 5,221.96		\$ -	1.00	\$ 5,221.96	1.00	\$ 5,221.96	\$ 261.10	100.0%
15.2	COR#002 - Upsize FM to 12"	1	LS	\$ 12,560.00	\$ 12,560.00		\$ -	1.00	\$ 12,560.00	1.00	\$ 12,560.00	\$ 628.00	100.0%
15.3	COR#003 - Deletion of Chain Link Fence	1	LS	\$ (41,280.00)	\$ (41,280.00)		\$ -	1.00	\$ (41,280.00)	1.00	\$ (41,280.00)	\$ (2,064.00)	100.0%
15.4	COR#004 - Owner-Purchased Equipment Credit	1	LS	\$ (393,785.24)	\$ (393,785.24)		\$ -	1.00	\$ (393,785.24)	1.00	\$ (393,785.24)	\$ (19,689.26)	100.0%
					\$ 1,894,600.00		\$ 684,379.41		\$ 60,783.46		\$ 745,162.87	\$ 37,258.14	39.3%
ORIGINAL CONTRACT TOTALS					\$ 1,894,600.00		\$ 684,379.41		\$ 60,783.46		\$ 745,162.87	\$ 37,258.14	
CHANGE ORDER TOTAL					\$ (417,283.28)							\$ -	
REVISED CONTRACT TOTAL					\$ 1,477,316.72		\$ 684,379.41		\$ 60,783.46		\$ 745,162.87	\$ 37,258.14	50.4%

Requisition No. 5				Project : Okeechobee Master Pump Station			
LINE ITEM	PAY APP NO.	INVOICE NO.	VENDOR/SUB	DESCRIPTION	PREVIOUS	THIS PERIOD	TOTAL
13.1	4	00665736	Universal Engineering	Testing Allowance	\$ 2,914.00	\$ -	\$ 2,914.00
13.1	5	00674686	Universal Engineering	Testing Allowance	\$ -	\$ 1,118.00	\$ 1,118.00
					\$ -	\$ -	\$ -
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					\$ -	\$ -	\$ -
					\$ -	\$ -	\$ -
TOTAL TESTING ALLOWANCE BILLED					\$ 2,914.00	\$ 1,118.00	\$ 4,032.00

Above Schedule of Values are for payment purposes only. Not to be used for additions or deletions to the Contract.



**A Universal
Engineering
Sciences
Company**

607 Northwest Commodity Cove, Port St. Lucie, FL 34986 | p 772.924.3575 | f 772.924.3580

INVOICE
Remit to: P.O. Box 628749; Orlando, FL 32862-8749

January 9, 2023
 Project No: 3310.2200253.0000
 Invoice No: 00674686

Mr. Andres Merizalde
 Felix Associates of Florida, Inc.
 8526 SW Kansas Avenue
 Stuart, FL 34997

<p>Terms: Net 30 days We accept American Express, Visa, Master Card, Discover, and ACH</p>

Project: 3310.2200253.0000 Southwest Wastewater Service Area
 Location: Okeechobee, FL

PO No.: 269-0-001

Professional Services through December 31, 2022

Phase	3310	CMTSouthwest Wastewater Service Area Mas		
Unit Billing				
In-Place Density Test - Soils				
11/18/2022		11.0 Tests @ 23.00		253.00
12/12/2022		2.0 Tests @ 23.00		46.00
12/13/2022		3.0 Tests @ 23.00		69.00
Cylinder - Concrete Compressive				
12/15/2022		1.0 SET @ 90.00		90.00
Professional Engineer (Per Hr.)				
12/30/2022		0.5 Hours @ 130.00		65.00
Clerical				
		0.5 Hours @ 60.00		30.00
Project Manager/Quality Control				
		1.0 Hour @ 85.00		85.00
Technician Time (Soils)				
		8.0 Hours @ 60.00		480.00
	Total Units		1,118.00	1,118.00
		Total this Phase		\$1,118.00
		Total this Invoice		\$1,118.00

ID	Task Name	Duration	Start	Finish	Predecessors	Total Slack	Successors	2021												Qtr 1, 2022			Qtr 2, 2022			Qtr 3, 2022			Qtr 4, 2022			Qtr 1, 2023			Qtr 2, 2023			Qtr 3, 2023			Qtr 4, 2023		
								Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
1	GENERAL CONDITIONS	346 days	Sun 2/20/22	Mon 6/26/23		0 days		GENERAL CONDITIONS																																			
2	Notice To Proceed (2-20-22)	1 day	Sun 2/20/22	Sun 2/20/22		98 days	3,7,10,14,16,	Notice To Proceed (2-20-22)																																			
3	Concrete Structures Submittal	20 days	Mon 2/21/22	Fri 3/18/22	2	118 days	4	Concrete Structures Submittal																																			
4	RFI #3 Hatch and Pipe Placement on Wetwell Lid	7 days	Wed 4/6/22	Thu 4/14/22	3	106 days	5	Concrete Structures Resubmittal																																			
5	Concrete Structures Resubmittal	15 days	Mon 4/25/22	Fri 5/13/22	4	100 days	6	Concrete Structures Procurement																																			
6	Concrete Structures Procurement	50 days	Mon 8/29/22	Mon 11/7/22	5	27 days	19,22,24	Precast Electrical Building Submittal																																			
7	Precast Electrical Building Submittal	26 days	Mon 2/21/22	Mon 3/28/22	2	111 days	8	Precast Electrical Building Resubmittal																																			
8	Precast Electrical Building Resubmittal	20 days	Tue 4/5/22	Mon 5/2/22	7	106 days	9	Precast Electrical Building Procurement																																			
9	Precast Electrical Building Procurement	90 days	Fri 9/23/22	Tue 1/31/23	8	6 days	40,41	Submersible Pumps Submittal																																			
10	Submersible Pumps Submittal	20 days	Tue 3/29/22	Mon 4/25/22	2	109 days	11	Submersible Pumps Procurement																																			
11	Submersible Pumps Procurement	90 days	Tue 7/12/22	Tue 11/15/22	10	56 days	34	Control Panel Submittal																																			
12	Control Panel Submittal	20 days	Tue 3/29/22	Mon 4/25/22	2	72 days	13	Control Panel Procurement																																			
13	Control Panel Procurement	130 days	Tue 4/26/22	Thu 10/27/22	12	72 days	41	Odor Control Equipment Submittal																																			
14	Odor Control Equipment Submittal	20 days	Thu 3/24/22	Wed 4/20/22	2	143 days	15	Odor Control Equipment Procurement																																			
15	Odor Control Equipment Procurement	90 days	Tue 8/9/22	Thu 12/15/22	14	67 days	38	Diesel Generator Submittal																																			
16	Diesel Generator Submittal	20 days	Tue 3/29/22	Mon 4/25/22	2	129 days	17	Diesel Generator Procurement																																			
17	Diesel Generator Procurement	70 days	Tue 9/13/22	Wed 12/21/22	16	32 days	39	CONSTRUCTION																																			
18	CONSTRUCTION	162 days	Tue 11/8/22	Mon 6/26/23		0 days		CONSTRUCTION																																			
19	Mobilization	1 day	Tue 11/8/22	Tue 11/8/22	6	27 days	20	Mobilization																																			
20	Site Clearing & Erosion Control	1 day	Wed 11/9/22	Wed 11/9/22	19	27 days	21	Site Clearing & Erosion Control																																			
21	Set Well Point Dewatering System	2 days	Thu 11/10/22	Fri 11/11/22	20	27 days	23	Set Well Point Dewatering System																																			
22	Concrete Structures Delivery & Protective Coatir	1 day	Tue 11/8/22	Tue 11/8/22	6	32 days	24	Concrete Structures Delivery & Protective Coatings																																			
23	Excavate and Set Shoring System	2 days	Mon 11/14/22	Tue 11/15/22	21	27 days	24	Excavate and Set Shoring System																																			
24	Set Wetwell	2 days	Wed 11/16/22	Thu 11/17/22	6,23,22	27 days	26	Set Wetwell																																			
25	Wetwell Watertightness Test	1 day	Fri 1/20/23	Fri 1/20/23	34	35 days	37	Wetwell Watertightness Test																																			
26	Backfill Wetwell	2 days	Fri 11/18/22	Mon 11/21/22	24	27 days	27	Backfill Wetwell																																			
27	Gravity Sewer Piping & Manholes	5 days	Tue 11/22/22	Wed 11/30/22	26	27 days	28,29,31,32	Gravity Sewer Piping & Manholes																																			
28	Gravity Sewer Test	1 day	Tue 1/31/23	Tue 1/31/23	27	28 days	37	Gravity Sewer Test																																			
29	8" Force Main to MH3	4 days	Thu 12/1/22	Tue 12/6/22	27	65 days	30	8" Force Main to MH3																																			
30	Force Main Flush & Test	2 days	Mon 12/26/22	Tue 12/27/22	29,31,32	52 days	37	Force Main Flush & Test																																			
31	Install 2" Water Main	4 days	Thu 12/1/22	Tue 12/6/22	27	65 days	30	Install 2" Water Main																																			
32	Underground Odor Control Piping	4 days	Thu 12/1/22	Tue 12/6/22	27	27 days	30,33	Underground Odor Control Piping																																			
33	Electrical Rough-in & Grounding	10 days	Wed 12/7/22	Tue 12/20/22	32	27 days	35	Electrical Rough-in & Grounding																																			
34	Lift Station Pumps, Supports & Piping	14 days	Mon 1/2/23	Thu 1/19/23	35,11	26 days	37,25,36	Lift Station Pumps, Supports & Piping																																			
35	Concrete Slab and Equipment Pads	6 days	Wed 12/21/22	Wed 12/28/22	33	27 days	39,40,34,38,4	Concrete Slab and Equipment Pads																																			
36	Discharge Piping, Valves, Flow Meter	10 days	Mon 1/23/23	Fri 2/3/23	34	25 days	37,48	Discharge Piping, Valves, Flow Meter																																			
37	Discharge Piping Flush & Test	2 days	Mon 2/6/23	Tue 2/7/23	36,25,28,30,34	25 days	43	Discharge Piping Flush & Test																																			

Project: OUA Master Pump Stat Date: 1-25-23	Task		Inactive Task		Manual Summary Rollup		External Milestone		Manual Progress
	Split		Inactive Milestone		Manual Summary		Deadline		
	Milestone		Inactive Summary		Start-only		Critical		
	Summary		Manual Task		Finish-only		Critical Split		
	Project Summary		Duration-only		External Tasks		Progress		

**SURETY COMPANY
TO REQUISITION OF PAYMENT**

Owner
Architect
Contractor
Surety
Other

BOND NO: PB10662400420

REQUISITION: No. 5, 01/31/2023

PROJECT: OUA - SWSA Master Pump Station
(Name, Address) Okeechobee, FL

TO (Owner)
Okeechobee Utility Authority
100 SW 5th Ave., Okeechobee, FL 34974

ARCHITECT'S PROJECT NO: Project Number 19775-001-02
CONTRACT FOR: OUA - SWSA Master Pump Station
CONTRACT DATE: January 14, 2022

CONTRACTOR: Felix Associates of Florida, Inc.

**In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
(here insert name and address of Surety as it appears in the bond)**

Philadelphia Indemnity Insurance Company
One Bala Plaza, Suite 100 Bala Cynwyd, Pennsylvania 19004

, SURETY

on bond of (here insert name and address of Contractor as it appears in the bond)
Felix Associates of Florida, Inc.
8528 SW Kansas Ave.
Stuart, FL 34997

, CONTRACTOR,

hereby approves the above referenced payment to the Contractor, and agrees that Payment to the Contractor shall not relieve the Surety Company of any of its obligations to (here insert name and address of Owner)

Okeechobee Utility Authority
100 SW 5th Ave.
Okeechobee, FL 34974

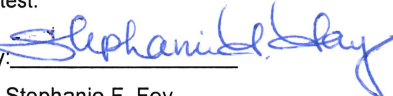
, OWNER

as set forth in the said Surety's bond.

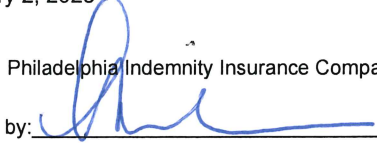
IN WITNESS WHEREOF, Philadelphia Indemnity Insurance Company
Company has hereunto set its hand this February 2, 2023

, the Surety

Attest:

by: 
Stephanie F. Foy

Philadelphia Indemnity Insurance Company

by: 
Lisa Nosal, Atty-in-fact

PHILADELPHIA INDEMNITY INSURANCE COMPANY

One Bala Plaza, Suite 100
Bala Cynwyd, PA 19004-0950

Power of Attorney

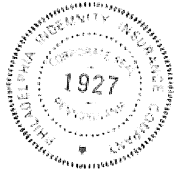
KNOW ALL PERSONS BY THESE PRESENTS: That PHILADELPHIA INDEMNITY INSURANCE COMPANY (the Company), a corporation organized and existing under the laws of the Commonwealth of Pennsylvania, does hereby constitute and appoint Louis A. Vlahakas, Robert Culnen, Joseph W. Mallory, Lisa Nosal, Pamela J. Boyle, Stephanie Foy, Quintin Petty and Mark Culnen of C&H Agency Inc., its true and lawful Attorney-in-fact with full authority to execute on its behalf bonds, undertakings, recognizances and other contracts of indemnity and writings obligatory in the nature thereof, issued in the course of its business and to bind the Company thereby, in an amount not to exceed \$50,000,000.

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of PHILADELPHIA INDEMNITY INSURANCE COMPANY on the 14th of November, 2016.

RESOLVED: That the Board of Directors hereby authorizes the President or any Vice President of the Company: (1) Appoint Attorney(s) in Fact and authorize the Attorney(s) in Fact to execute on behalf of the Company bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof and to attach the seal of the Company thereto; and (2) to remove, at any time, any such Attorney-in-Fact and revoke the authority given. And be it

FURTHER RESOLVED: That the signatures of such officers and the seal of the Company may be affixed to any such Power of Attorney or certificate relating thereto by facsimile, and any such Power of Attorney so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the Company in the future with respect to any bond or undertaking to which it is attached.

IN TESTIMONY WHEREOF, PHILADELPHIA INDEMNITY INSURANCE COMPANY HAS CAUSED THIS INSTRUMENT TO BE SIGNED AND ITS CORPORATE SEAL TO BE AFFIXED BY ITS AUTHORIZED OFFICE THIS 5TH DAY OF MARCH, 2021.



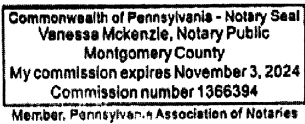
(Seal)

John Glomb, President & CEO
Philadelphia Indemnity Insurance Company

On this 5th day of March, 2021 before me came the individual who executed the preceding instrument, to me personally known, and being by me duly sworn said that he is the therein described and authorized officer of the PHILADELPHIA INDEMNITY INSURANCE COMPANY; that the seal affixed to said instrument is the Corporate seal of said Company; that the said Corporate Seal and his signature were duly affixed.

Notary Public:

Vanessa McKenzie



residing at:

Bala Cynwyd, PA

My commission expires:

November 3, 2024

I, Edward Sayago, Corporate Secretary of PHILADELPHIA INDEMNITY INSURANCE COMPANY, do hereby certify that the foregoing resolution of the Board of Directors and the Power of Attorney issued pursuant thereto on the 5th day March, 2021 are true and correct and are still in full force and effect. I do further certify that John Glomb, who executed the Power of Attorney as President, was on the date of execution of the attached Power of Attorney the duly elected President of PHILADELPHIA INDEMNITY INSURANCE COMPANY.

In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this 2nd day of February, 2023



Edward Sayago, Corporate Secretary
PHILADELPHIA INDEMNITY INSURANCE COMPANY

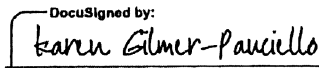
PHILADELPHIA INDEMNITY INSURANCE COMPANY

Statutory Statements of Admitted Assets, Liabilities and Capital and Surplus (in thousands, except par value and share amounts)


<u>Admitted Assets</u>	As of December 31,	
	<u>2021</u>	<u>2020</u>
Bonds (fair value \$8,447,694 and \$8,041,263)	\$ 8,102,442	\$ 7,601,946
Preferred stocks (fair value \$19,262 and \$16,537)	19,262	15,673
Common stocks (cost \$44,923 and \$52,609)	43,194	43,373
Mortgage loans	957,986	821,250
Real estate	29,408	29,973
Other invested assets (cost \$194,229 and \$203,028)	218,926	215,589
Receivables for securities sold	152	943
Cash, cash equivalents and short-term investments	128,587	34,279
Cash and invested assets	9,499,957	8,763,026
Premiums receivable, agents' balances and other receivables	914,676	908,602
Reinsurance recoverable on paid loss and loss adjustment expenses	45,200	38,737
Accrued investment income	74,000	74,070
Receivable from affiliates	5,171	7,586
Federal income taxes receivable	8,144	-
Net deferred tax assets	141,943	138,129
Other assets	9,953	4,997
Total admitted assets	\$ 10,699,044	\$ 9,935,147
<u>Liabilities and Capital and Surplus</u>		
Liabilities:		
Unpaid loss and loss adjustment expenses	\$ 5,436,808	\$ 5,218,304
Unearned premiums	1,658,339	1,582,116
Reinsurance payable on paid loss and loss adjustment expenses	35,820	30,398
Ceded reinsurance premiums payable	130,474	108,936
Commissions payable, contingent commissions and other similar charges	228,628	214,389
Federal income taxes payable	-	8,480
Funds held	77,317	77,256
Payable to affiliates	19,465	18,486
Provision for reinsurance	471	87
Payable for securities purchased	19,045	17,820
Accrued expenses and other liabilities	47,213	32,170
Total liabilities	7,653,580	7,308,442
Capital:		
Common stock, par value of \$10 per share; 1,000,000 shares authorized, 450,000 shares issued and outstanding	4,500	4,500
Surplus:		
Gross paid-in and contributed surplus	386,071	386,071
Unassigned surplus	2,654,893	2,236,134
Total surplus	3,040,964	2,622,205
Total capital and surplus	3,045,464	2,626,705
Total liabilities and capital and surplus	\$ 10,699,044	\$ 9,935,147

The undersigned, being duly sworn, says: That she is the Executive Vice President and Chief Financial Officer of Philadelphia Indemnity Insurance Company; that said Company is a corporation duly organized in the state of Pennsylvania, and licensed and engaged in the State of Pennsylvania and has duly complied with all the requirements of the laws of the said State applicable of the said Company and is duly qualified to act as Surety under such laws; that said Company has also complied with and is duly qualified to act as Surety under the Act of Congress. And that to the best of her knowledge and belief the above statement is a full, true and correct statement of

Attest:

DocuSigned by:

 Karen Gilmer-Pauciello, EVP & CFO

Sworn to before me this 2nd day of June 2022.


 Kimberly Kessleski, Notary

Commonwealth of Pennsylvania - Notary Seal
 Kimberly A. Kessleski, Notary Public
 Montgomery County
 My commission expires December 18, 2024
 Commission number 1245769

Member, Pennsylvania Association of Notaries



CHANGE ORDER REQUEST

Project:
 Southwest Wastewater Service Area
 Master Pump Station

COR#: 005

Date: 12/08/22

Client:
 Okeechobee Utility Authority
 100 SW 5th Ave.
 Okeechobee, FL 34974

Our Job Number: 269-0-001

Contract Date: 2/17/2022

Description: MHs' Interior Coating Upgrade"

The contract is requested to be changed as follows:

Herein, please find our Cost Proposal to upgrade the interior coating of (3) manholes from coal tar epoxy to SewperCoat.

Item	Description	Qty	Units	Unit Price	Extended
1	MH's Interior Coating Upgrade to Sewpoercoat	1	LS	\$ 5,095.00	\$ 5,095.00
Total					\$ 5,095.00

NOTES:

Product procurement to take place once change order is approved.

Felix Associates of Florida, Inc

Contractor
 8528 SW Kansas Ave, Stuart, FL 34997

Address
Andres Merizalde

BY (Signature)
 Andres Merizalde

(Print Name)
 December 8, 2022

Date

Okeechobee Utility Authority

Owner
 100 SE 5th Ave. Okeechobee, FL 34974

Address

BY (Signature)

(Print Name)

Date

Job Name		Upgrade Interior Manhole Coatings to Sewpercoat				
269-0-001 OUA Master Pump Station						
A. - Labor Requirements						
Description	Qty	Straight Hrs	Overtime Hrs	Straight Rate	Overtime Rate	Total Amount
Project Manager	1.00	2.00	-	\$ 107.10	\$ 107.10	\$ 214.20
	-	-	-	\$ -	\$ -	\$ -
	-	-	-	\$ -	\$ -	\$ -
	-	-	-	\$ -	\$ -	\$ -
	-	-	-	\$ -	\$ -	\$ -
	-	-	-	\$ -	\$ -	\$ -
	-	-	-	\$ -	\$ -	\$ -
	-	-	-	\$ -	\$ -	\$ -
	-	-	-	\$ -	\$ -	\$ -
	-	-	-	\$ -	\$ -	\$ -
Sub Total						\$ 214.20
B. - Equipment Requirements						
Description	Qty	Operated Hrs	Standby Hrs	Operated Rate	Standby Rate	Total Amount
	-	-	-	\$ -	\$ -	\$ -
	-	-	-	\$ -	\$ -	\$ -
	-	-	-	\$ -	\$ -	\$ -
	-	-	-	\$ -	\$ -	\$ -
	-	-	-	\$ -	\$ -	\$ -
	-	-	-	\$ -	\$ -	\$ -
	-	-	-	\$ -	\$ -	\$ -
	-	-	-	\$ -	\$ -	\$ -
	-	-	-	\$ -	\$ -	\$ -
	-	-	-	\$ -	\$ -	\$ -
Sub Total						\$ -
C. - Material Requirements						
Description	Qty	Unit	Rate (w/tax)			Total Amount
			\$ -			\$ -
			\$ -			\$ -
			\$ -			\$ -
			\$ -			\$ -
			\$ -			\$ -
			\$ -			\$ -
			\$ -			\$ -
			\$ -			\$ -
Sub Total						\$ -
D. - Subcontractor Requirements						
Description	Qty	Unit	Rate (w/tax)			Total Amount
Underground Services of Americ	1.00	LS	\$ 4,122.05			\$ 4,122.05
			\$ -			\$ -
			\$ -			\$ -
			\$ -			\$ -
Sub Total						\$ 4,122.05
E. - Misc.						
Description	Qty	Unit (Hours)	Rate (w/tax)			Total Amount
	0.00	Hrs	\$ -			\$ -
	0.00	Hrs	\$ -			\$ -
	0.00	Hrs	\$ -			\$ -
	0.00	Hrs	\$ -			\$ -
Sub Total						\$ -
Total Prior to Markup						\$ 4,336.25
A. - Mark-up on Labor				17.50%	\$	37.49
B. - Mark-up on Equipment				17.50%	\$	-
C. - Mark-up on Material				17.50%	\$	-
D. - Mark-up on Subcontractor				17.50%	\$	721.36
E. - Mark-up on Misc				17.50%	\$	-
Grand Total :						\$ 5,095.09
REMARKS :						
Upgrade interior coating of manholes from coal tar epoxy to SewperCoat						



UNDERGROUND SERVICES OF AMERICA

Felix Associates, LLC
8526 SW Kansas Ave
Stuart, FL 34997

FL. Underground Services of America, Inc.
333 Southern Blvd Suite #303
West Palm Beach, FL 33405

Phone: 772-215-6358
americanus@bellsouth.net

Quote

Date: Dec 7, 2022

Description	Quantity	Unit price	Price
MOBILIZATION Mobilization to OUA SW Wastewater Master Pump Station	1	\$500.00	\$500.00
Setup and Maintain Confined Space Attendee and Equipment to perform scope of work.			
Services a) Prepare interior concrete surfaces for corrosion barrier. b) Install 100% Pure Fused Calcium Aluminate Corrosion Barrier to interior concrete surfaces of 4'dia. manholes in compliance with the technical specifications. MH#1: RIM EL 25.00. IN EL: 14.00 = 11 ft tall MH#2: RIM EL 25.00. IN EL: 14.10 = 11 ft tall MH#3: RIM EL 25.00. IN EL: 19.83 = 5 ft tall	27	\$174.00	\$4,698.00
COAL TAR EPOXY BLACK INTERIOR a) Prepare interior concrete surfaces of 48" dia. Manholes for coal tar epoxy. b) Apply BLACK coal tar epoxy to interior concrete surfaces of 48" dia. Manholes to comply with the technical specifications. MH#1: RIM EL 25.00. IN EL: 14.00 = 11 ft tall MH#2: RIM EL 25.00. IN EL: 14.10 = 11 ft tall MH#3: RIM EL 25.00. IN EL: 19.83 = 5 ft tall	27	-\$39.85	-\$1,075.95
Total			\$4,122.05

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 13

FEBRUARY 21, 2023

CONSENT AGENDA

**INVOICE FROM HOLTZ CONSULTING ENGINEERS, INC. – KINGS BAY/US 441
WATERMAIN EXTENSION**

Please find attached invoice in the amount of \$5,984.00 submitted by Holtz Consulting Engineers, Inc. Staff is aware of the work currently being done by Holtz Consulting Engineers, Inc. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					\$34,590.00
Jan-23	1	Jan-23		\$7,480.00	\$27,110.00
Feb-23	2		\$5,984.00		\$21,126.00

Staff recommends approval of this invoice in the amount of \$5,984.00 to Holtz Consulting Engineers, Inc.

Holtz Consulting Engineers, Inc.

INVOICE

270 South Central Boulevard, Suite 207
Jupiter, FL 33458
Phone: (561) 575-2005 Fax: (561) 575-2009

INVOICE DATE: February 6, 2023
INVOICE #: 11239-2
CLIENT: OUA
PROJECT: Kings Bay US 441 WM
Extension

Purchase Order: 0000011239

Bill To:

Okeechobee Utility Authority
100 SW 5th Avenue
Okeechobee, FL 34974-4221

Lump Sum Contract Amount:	\$	34,590.00
Prior Invoices to Date:	\$	7,480.00
This Invoice Amount:	\$	<u>5,984.00</u>
Remaining Balance:	\$	21,126.00

THIS INVOICE AMOUNT: \$ 5,984.00

Please make checks payable to: **Holtz Consulting Engineers, Inc.**
270 South Central Boulevard, Suite 207
Jupiter, FL 33458

If you have any questions concerning this invoice, please contact Christine Miranda at (863) 824-7200

HCE will never communicate changes to invoicing, payment procedures, and/or account number information in an email. All financial communications will be in writing via certified mail.

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 14

FEBRUARY 21, 2023

CONSENT AGENDA

**INVOICE FROM HINTERLAND GROUP, LLC – PINE RIDGE PARK UTILITY
SYSTEMS IMPROVEMENT**

Please find attached invoice in the amount of \$231,874.10 submitted by Hinterland Group, Inc. Staff is aware of the work currently being done by Hinterland Group, Inc. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					\$5,143,000.00
Jul-22	Change Order		\$712,125.05		\$4,430,874.95
Oct-22	1	Oct-22		\$110,913.06	\$4,319,961.89
Dec-22	3	Dec-22		\$478,757.06	\$3,841,204.83
Jan-23	4	Jan-23		\$280,563.26	\$3,560,641.57
Feb-23	5		\$231,874.10		\$3,328,767.47

Staff recommends approval of this invoice in the amount of \$231,874.10 to Hinterland Group, Inc.

February 2, 2023
235-006.03

(Sent via email to jhayford@ouafl.com)

Mr. John Hayford, P.E.
Okeechobee Utility Authority
100 SW 5th Avenue
Okeechobee, FL 34974-4221

Dear Mr. Hayford:

Reference: Application and Certificate for Payment No. 4
Pine Ridge Park Utility System Improvements

Enclosed is Payment Application and Certificate No. 4 for the above referenced project from Hinterland Group. **We recommend funding the requested hard cost amount of \$231,874.10 as payment for work completed from December 1, 2022, through December 31, 2022.** The work for which payment is being requested includes:

1. Partial payment for mobilization.
2. Partial Payment for provision of as-built record drawing information from surveyor
3. Partial payment for maintenance of traffic and existing utility locations.
4. Partial Payment for NPDES compliance.
5. Partial Payment for installation of 2850 LF of 4" PVC vacuum main.
6. Partial Payment for installation of 400 LF of 6" PVC vacuum main.
7. Partial Payment for installation of four (4) 4-inch division valves and valve boxes.
8. Partial Payment for installation of two (2) 6-inch division valves and valve boxes.
9. Partial Payment for furnishing and placing 5100 LF of sod.
10. Payment for delivery of stored materials inclusive of: No stored materials added during the December 2022 pay period.

Please review the enclosed documents and if they meet your approval, please forward the Payment Application and Certificate documents to your Board for approval. Following Board approval, provide notice and/or copy of the enclosed Payment Application and Certificate to Hinterland Group with their payment.

If you have any questions or require additional information pertaining to the payment recommendation or the project status in general, please do not hesitate to contact me.

Sincerely,



Douglas K. Hammann, P.E.

Encl.

cc. Mr. Steve Dobbs

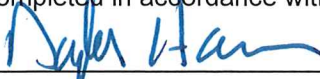
Y:\Documents\Okeechobee\235-006.03 Pine Ridge Park Utility Improvements - SDC\Pay Requests\Pay App #4\Pay App #4.docx

**PAYMENT APPLICATION AND CERTIFICATE
SIGNATURE PAGE**

APPLICATION NUMBER 4

DATE February 1, 2023 PROJECT NUMBER 235-006.03
PERIOD FROM December 1, 2022 TO December 31, 2022
PROJECT NAME Pine Ridge Park Utility Improvements
CONTRACTOR Hinterland Group, Inc.

The Contractor is due the payment in the amount shown on the succeeding pages as payment for work completed in accordance with the provisions of the contract.

Eckler Engineering, Inc.  Date 2-3-2023
Owner _____ Date _____
_____ Date _____

ACKNOWLEDGMENT OF PAYMENT

We have received payment in the amount indicated on the Application and Certificate.

Contractor Hinterland Group, Inc.

Address 2051 W Blue Heron Blvd, Riviera Beach, FL 33404

By Mr. Chase Rogers

Title: Project Manager

PLEASE SIGN AND RETURN ONE COPY OF THIS ACKNOWLEDGMENT TO THE ENGINEER.

Signature

Date _____

PAYMENT APPLICATION AND CERTIFICATE

Date: 2-1-2023

Project No: 235-006.03

Application No: 4

Period From December 1, 2022

To December 31, 2022

Project: Pine Ridge Park Utility Improvements

To Owner: Okeechobee Utility Authority

From Contractor: Hinterland Group, Inc.

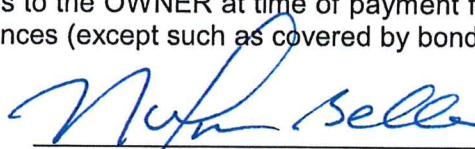
Thru Engineer: CHA Companies

1.	Original Contract Sum.....	\$ <u>5,143,000.00</u>
2.	Approved Contract Modifications.....	\$ <u>(712,125.05)</u>
3.	Contract Modifications Approved This Period (List Contract Modification Numbers _____ And attach copies of Contract Modifications).....	\$ <u>0.00</u>
4.	Revised Contract Amount (Sum of Lines 1 & 2).	\$ <u>4,430,874.95</u>
5.	Total Value of Work completed to Date.....	\$ <u>1,160,113.09</u>
6.	Less Amount Retained (<u>5</u> %).	\$ <u>58,005.65</u>
7.	Subtotal (Line 5 - Line 6).....	\$ <u>1,102,107.44</u>
8.	Less Previous Certificates for Payment..... (Line 7 from previous application)	\$ <u>870,223.34</u>
9.	Current Payment Due (Line 7 - Line 8).	\$ <u>231,874.10</u>
10.	Balance to Finish Plus Retainage (Line 4 - Line 7).	\$ <u>3,328,767.51</u>
11.	Percent Project Complete (<u>26</u> %)	

CONTRACTOR'S CERTIFICATION

The undersigned Contractor certifies:

1. The Work covered by this Application for Payment has been completed in accordance with the Contract Documents.
2. All previous progress payments received from the OWNER on account of Work done under the Contract referred to above have been applied to discharge in full all obligations of the CONTRACTOR incurred in connection with Work covered by prior Applications for Payment numbered 4 thru ¹²⁻³¹⁻²⁰²² inclusive.
3. Title to all materials and equipment incorporated in said work or otherwise listed in or covered by this Application for Payment will pass to the OWNER at time of payment free and clear of all liens, claims, security interests and encumbrances (except such as covered by bond acceptable to the OWNER).

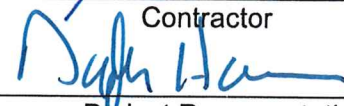


Contractor

2/1/2023

Date

Payment of the amount in
Line 9 is recommended.



Project Representative

2-3-2023

Date

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

TO OWNER: **OKEECHOBEE UTILITY AUTHORITY**

PROJECT: **PINE RIDGE PARK UTILITY IMPROVEMENTS**

APPLICATION NO: **4**

APPLICATION DATE: **January 19, 2023**

PERIOD FROM: **December 1, 2022**

PERIOD TO: **December 31, 2022**

Revision:

CONTRACT NO.: **235-006.03**

CONTRACTOR NO.: **22-0039-00**

FROM CONTRACTOR:

**Hinterland Group, Inc.
2051 W Blue Heron Blvd.
Riviera Beach, FL 33404**

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$	<u>5,143,000.00</u>
2. Net change by Change Orders	\$	<u>(712,125.05)</u>
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	<u>4,430,874.95</u>
4. TOTAL COMPLETED & STORED TO DATE:	\$	<u>1,160,113.09</u>
5. RETAINAGE:		
a. <u>5</u> % of Completed Work	\$	<u>47,240.63</u>
(Column D + E on G703)		
b. <u>5</u> % of Stored Material	\$	<u>10,765.03</u>
(Column F on G703)		
Total Retainage (Lines 5a + 5b or		
Total in Column I of G703)	\$	<u>58,005.65</u>
6. TOTAL EARNED LESS RETAINAGE	\$	<u>\$1,102,107.44</u>
(Line 4 Less Line 5 Total)		
7. LESS PREVIOUS CERTIFICATES FOR		
PAYMENT (Line 6 from prior Certificate)	\$	<u>870,233.34</u>
8. CURRENT PAYMENT DUE	\$	<u>231,874.1</u>
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$	<u>3,328,767.51</u>
(Line 3 less Line 6)		

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$712,125.05
Total approved this Month	\$ -	0.00
TOTALS	\$0.00	\$712,125.05
NET CHANGES by Change Order	(\$712,125.05)	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: HINTERLAND GROUP, INC.
 By: Nelson Bell6 Date: 2/1/2023
 Nelson Bell6, Project Manager

State of: Florida County of: Palm Beach
 Subscribed and sworn to before me this _____ day of _____
 Notary Public: Lori Guild
 My Commission expires: _____



ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Engineer certifies to the Owner, that to the best of the Engineer's knowledge, information and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the amount certified.

AMOUNT CERTIFIED . . . \$ 231,874.10

Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.

ENGINEER/ARCHITECT:
 By: Nader Ham Date: 2-3-2023

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

SCHEDULE OF VALUES

ALA DOCUMENT G703

ALA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

CONTRACT: 235-006.03
PROJECT TITLE: PINE RIDGE PARK UTILITY IMPROVEMENTS

APPLICATION NO: 4
APPLICATION DATE: 1/19/2023
PERIOD TO: 12/31/2022
PROJECT NO.: 235-006.03
CONTRACT NO.: 22-0039-00

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

A ITEM NO.	FDOT PAY ITEM NO.	B DESCRIPTION OF WORK ITEM	C QTY	D UNIT	E UNIT PRICE	F SCHEDULED VALUE TOTAL	G		H		I QTY TO DATE	J MATERIALS PRESENTLY STORED (NOT IN G OR H)	K TOTAL COMPLETED AND STORED TO DATE (G+H+I)	L % (K - F)	M BALANCE TO FINISH (F - K)	N TOTAL RETAINAGE 5.00%
							WORK COMPLETED FROM PREVIOUS APPL		WORK COMPLETED THIS PERIOD							
							QTY	AMOUNT (G + H)	QTY	AMOUNT						
GENERAL																
1		Mobilization	1	LS	\$ 316,000.00	\$316,000.00	0.600	\$189,600.00	0.1	\$ 31,600.00	0.7	\$0.00	\$221,200.00	70%	\$94,800.00	\$11,060.00
2		Indemnification	1	LS	\$ 51,500.00	\$51,500.00	1.000	\$51,500.00		0	1	\$0.00	\$51,500.00	100%	\$0.00	\$2,575.00
3		As-Built Record Drawings	1	LS	\$ 34,200.00	\$34,200.00		\$0.00	0.6	20520	0.6	\$0.00	\$20,520.00	60%	\$13,680.00	\$1,026.00
4		Maintenance of Traffic	1	LS	\$ 34,200.00	\$34,200.00	0.300	\$10,260.00	0.2	6840	0.5	\$0.00	\$17,100.00	50%	\$17,100.00	\$855.00
5		Existing Utility Location/ Identification	1	LS	\$ 10,260.00	\$10,260.00	1.000	\$10,260.00		0	1	\$0.00	\$10,260.00	100%	\$0.00	\$513.00
6		NPDES General Construction Permit Compliance	1	LS	\$ 10,260.00	\$10,260.00	0.100	\$1,026.00	0.2	2052	0.3	\$0.00	\$3,078.00	30%	\$7,182.00	\$153.90
SANITARY SYSTEM																
7a		Furnish and install SDR 21 PVC vacuum main, complete - 4 inch	8100.00	LF	\$46.46	\$376,326.00	1220.000	\$56,681.20	2850	132411	4070	\$0.00	\$189,092.20	50%	\$187,233.80	\$9,454.61
7b		Furnish and install SDR 21 PVC vacuum main, complete - 6 inch	1900.00	LF	\$57.35	\$108,965.00	1390.000	\$79,716.50	400	22940	1790	\$22,431.00	\$125,087.50	115%	-\$16,122.50	\$6,254.38
7c		Furnish and install SDR 21 PVC vacuum main, complete - 8 inch	600.00	LF	\$79.80	\$47,880.00	200.000	\$15,960.00		0	200	\$11,219.59	\$27,179.59	57%	\$20,700.41	\$1,358.98
8a		Furnish and install division valves and boxes, complete - 4-inch	12.00	EA	\$ 2,115.00	\$25,380.00	3.000	\$6,345.00	4	8460	7	\$0.00	\$14,805.00	58%	\$10,575.00	\$740.25
8b		Furnish and install division valves and boxes, complete - 6-inch	5.00	EA	\$ 2,360.00	\$11,800.00		\$0.00	2	4720	2	\$0.00	\$4,720.00	40%	\$7,080.00	\$236.00
8c		Furnish and install division valves and boxes, complete - 8-inch	1.00	EA	\$ 3,741.00	\$3,741.00	1.000	\$3,741.00		0	1	\$0.00	\$3,741.00	100%	\$0.00	\$187.05
9a		Furnish and install vacuum collection pit assemblies, complete - Type "A" Adjacent to main	34	EA	\$ 8,800.00	\$ 299,200.00		\$0.00		0	0	\$181,650.00	\$181,650.00	61%	\$117,550.00	\$9,082.50
9b		Furnish and install vacuum collection pit assemblies, complete - Type "A" Across from main	7	EA	\$ 9,575.00	\$ 67,025.00		\$0.00		0	0		\$0.00	0%	\$67,025.00	\$0.00
9c		Furnish and install vacuum collection pit assemblies, complete - Type "B" Adjacent to main	11	EA	\$ 10,035.00	\$ 110,385.00		\$0.00		0	0	\$0.00	\$0.00	0%	\$110,385.00	\$0.00
9d		Furnish and install vacuum collection pit assemblies, complete - Type "B" Across from main	3	EA	\$ 10,260.00	\$ 30,780.00		\$0.00		0	0	\$0.00	\$0.00	0%	\$30,780.00	\$0.00
10		Furnish and install vacuum pump station with equipment, complete	1	LS	\$ 1,755,140.00	\$1,755,140.00		\$0.00		0	0	\$0.00	\$0.00	0%	\$1,755,140.00	\$0.00
11		Abandon septic tanks, complete	111	EA	\$ 1,370.00	\$152,070.00		\$0.00		0	0	\$0.00	\$0.00	0%	\$152,070.00	\$0.00
12		Abandon manholes, complete	7	EA	\$ 1,940.00	\$13,580.00		\$0.00		0	0	\$0.00	\$0.00	0%	\$13,580.00	\$0.00
13		Furnish and Install Sanitary Service Connections (RAW to Customer Tie-In), complete	111	EA	\$ 3,085.00	\$342,435.00		\$0.00		0	0	\$0.00	\$0.00	0%	\$342,435.00	\$0.00
14		Grout and Abandon Sanitary Sewer Pipe, complete	450	LF	\$ 15.50	\$6,975.00		\$0.00		0	0	\$0.00	\$0.00	0%	\$6,975.00	\$0.00
WATER SYSTEM																
15a		Furnish and install C900 DR 18 PVC water main, complete - 6-inch	1,350	LF	\$ 37.40	\$50,490.00	1270	\$47,498.00		0	1270	\$0.00	\$47,498.00	94%	\$2,992.00	\$2,374.90
15b		Furnish and install C900 DR 18 PVC water main, complete - 8-inch	1,370	LF	\$ 50.10	\$68,637.00	1264	\$63,326.40		0	1264	\$0.00	\$63,326.40	92%	\$5,310.60	\$3,166.32
16a		Furnish and install SDR 11 HDPE water main, complete - 2-inch	3,460	LF	\$ 19.70	\$68,162.00	3032	\$59,730.40		0	3032	\$0.00	\$59,730.40	88%	\$8,431.60	\$2,986.52
17a		Furnish and install gate valves and boxes, complete 6"	12	EA	\$ 2,540.00	\$30,480.00	11	\$27,940.00		0	11	\$0.00	\$27,940.00	92%	\$2,540.00	\$1,397.00
17b		Furnish and install gate valves and boxes, complete 8"	5	EA	\$ 3,340.00	\$16,700.00	4	\$13,360.00		0	4	\$0.00	\$13,360.00	80%	\$3,340.00	\$668.00
18a		Furnish, install, and remove sample points, complete, inclusive of bacteriological testing, complete - On Main	13	EA	\$ 1,150.00	\$14,950.00		\$0.00		0	0	\$0.00	\$0.00	0%	\$14,950.00	\$0.00
18b		Furnish, install, and remove sample points, complete, inclusive of bacteriological testing, complete - On Fire Hydrant	4	EA	\$ 1,150.00	\$4,600.00		\$0.00		0	0	\$0.00	\$0.00	0%	\$4,600.00	\$0.00
19		Furnish and install fire hydrant assemblies, complete	5	EA	\$ 9,300.00	\$46,500.00	5	\$46,500.00		0	5	\$0.00	\$46,500.00	100%	\$0.00	\$2,325.00
20a		Furnish and install single water service with angle stop and meter box (adjacent), complete	4	EA	\$ 1,000.00	\$4,000.00		\$0.00		0	0	\$0.00	\$0.00	0%	\$4,000.00	\$0.00
20b		Furnish and install single water service with angle stop and meter box (opposite), complete	4	EA	\$ 1,800.00	\$7,200.00		\$0.00		0	0	\$0.00	\$0.00	0%	\$7,200.00	\$0.00
20c		Furnish and install double water service with two (2) angle stops and meter boxes (adjacent), complete	24	EA	\$ 1,600.00	\$38,400.00		\$0.00		0	0	\$0.00	\$0.00	0%	\$38,400.00	\$0.00
20d		Furnish and install double water service with two (2) angle stops and meter boxes (opposite), complete	24	EA	\$ 2,730.00	\$65,520.00		\$0.00		0	0	\$0.00	\$0.00	0%	\$65,520.00	\$0.00

SCHEDULE OF VALUES

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

CONTRACT: 235-006.03

APPLICATION NO: 4

Contractor's signed certification is attached.

PROJECT TITLE:

PINE RIDGE PARK UTILITY IMPROVEMENTS

APPLICATION DATE: 1/19/2023

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO: 12/31/2022

Use Column I on Contracts where variable retainage for line items may apply.

PROJECT NO.: 235-006.03

CONTRACT NO.: 22-0039-00

A ITEM NO.	FDOT PAY ITEM NO.	B DESCRIPTION OF WORK ITEM	C QTY	D UNIT	E UNIT PRICE	F SCHEDULED VALUE TOTAL	G WORK COMPLETED FROM PREVIOUS APPL		H WORK COMPLETED THIS PERIOD		I QTY TO DATE	J MATERIALS PRESENTLY STORED (NOT IN G-OR H)	K TOTAL COMPLETED AND STORED TO DATE (G+H+J)		L BALANCE TO FINISH (F - K)	M TOTAL RETAINAGE 5.00%
							QTY	AMOUNT (G + I)	QTY	AMOUNT			%	(K - F)		
21		Furnish and install Water Service Connections (R/W to Customer Tie-In), complete	131	EA	\$ 1,460.00	\$191,260.00		\$0.00	0	0	0	\$0.00	\$0.00	0%	\$191,260.00	\$0.00
22		Disconnect wells, complete	104	EA	\$ 185.00	\$19,240.00		\$0.00	0	0	0	\$0.00	\$0.00	0%	\$19,240.00	\$0.00
23		Furnish and install ductile iron compact fittings with reaction blocking or thrust restraints, complete	1.5	TN	\$ 18,200.00	\$27,300.00	0.95	\$17,290.00	0	0.95	0.95	\$0.00	\$17,290.00	63%	\$10,010.00	\$864.50
24		Grout and Abandon Water Main Pipe, complete	310	LF	\$ 15.50	\$4,805.00		\$0.00	0	0	0	\$0.00	\$0.00	0%	\$4,805.00	\$0.00
		RESTORATION														
25		Furnish and place sod, complete	11,000	LF	\$ 2.85	\$31,350.00		\$0.00	5100	14535	5100	\$0.00	\$14,535.00	46%	\$16,815.00	\$726.75
26		Asphaltic Driveways, complete	330	SY	\$ 57.00	\$18,810.00		\$0.00	0	0	0	\$0.00	\$0.00	0%	\$18,810.00	\$0.00
27		Concrete Driveways, complete	1,840	SY	\$ 74.10	\$136,344.00		\$0.00	0	0	0	\$0.00	\$0.00	0%	\$136,344.00	\$0.00
28		Gravel Driveways, complete	1,200	SY	\$ 22.80	\$27,360.00		\$0.00	0	0	0	\$0.00	\$0.00	0%	\$27,360.00	\$0.00
29		Asphalt Road Patch, complete	1,850	LF	\$ 25.30	\$46,805.00		\$0.00	0	0	0	\$0.00	\$0.00	0%	\$46,805.00	\$0.00
30		Headwall Replacement, complete	7	EA	\$ 855.00	\$5,985.00		\$0.00	0	0	0	\$0.00	\$0.00	0%	\$5,985.00	\$0.00
31		Pavement Markings/Restoration Allowance	1	LS	\$ 10,000.00	\$10,000.00		\$0.00	0	0	0	\$0.00	\$0.00	0%	\$10,000.00	\$0.00
32		Miscellaneous Work Allowance	1	LS	\$ 400,000.00	\$400,000.00		\$0.00	0	0	0	\$0.00	\$0.00	0%	\$400,000.00	\$0.00
		BID ALTERNATE ITEMS						\$0.00								
1A		Furnish and install 2-inch HDPE water main via directional drill, inclusive of all fittings, transition pieces, appurtenances; set up, mobilization, and demobilization	3,460	LF	\$ 17.20	\$59,512.00		\$0.00	0	0	0	\$0.00	\$0.00	0%	\$59,512.00	\$0.00
2A-a		Furnish and install single water service with angle stop and meter box (adjacent), complete	4	EA	\$ 1,120.00	\$4,480.00		\$0.00	0	0	0	\$0.00	\$0.00	0%	\$4,480.00	\$0.00
2A-b		Furnish and install single water service with angle stop and meter box (opposite), complete	4	EA	\$ 1,915.00	\$7,660.00		\$0.00	0	0	0	\$0.00	\$0.00	0%	\$7,660.00	\$0.00
2A-c		Furnish and install double water service with two (2) angle stops and meter boxes (adjacent), complete	24	EA	\$ 1,710.00	\$41,040.00		\$0.00	0	0	0	\$0.00	\$0.00	0%	\$41,040.00	\$0.00
2A-d		Furnish and install double water service with two (2) angle stops and meter boxes (opposite), complete	24	EA	\$ 2,845.00	\$68,280.00		\$0.00	0	0	0	\$0.00	\$0.00	0%	\$68,280.00	\$0.00
3A		Deductive Alternate for providing an Alternate Generator System/ Manufacturer meeting the requirements of specifications Section 16204T.	1	LS	\$ -	\$0.00		\$0.00	0	0	0	\$0.00	\$0.00		\$0.00	\$0.00
		Change Orders							0							
CO#1 -1		Removal of all septic tank abandonments. This affects Bid Item No. 11	1.00	LS	-\$152,070.00	-\$152,070.00		\$0.00	0	0	0	\$0.00	\$0.00	0%	-\$152,070.00	\$0.00
CO#1 -2		Removal of all sanitary sewer connections form R/W to customer tie-in. This affects Bid Item No.13.	1.00	LS	-\$342,435.00	-\$342,435.00		\$0.00	0	0	0	\$0.00	\$0.00	0%	-\$342,435.00	\$0.00
CO#1 -3		Removal of all water service connections form R/W to customer tie-in. This affects Bid Item No. 21	1.00	LS	-\$191,260.00	-\$191,260.00		\$0.00	0	0	0	\$0.00	\$0.00	0%	-\$191,260.00	\$0.00
CO#1 -4		Removal of all well disconnections. This affects Bid Item No. 22.	1.00	LS	-\$19,240.00	-\$19,240.00		\$0.00	0	0	0	\$0.00	\$0.00	0%	-\$19,240.00	\$0.00
CO#1 -5		Reduction of Bid Items No. 1 through 6 as a result of work being removed in items 1 through 5 above.	1.00	LS	-\$7,120.05	-\$7,120.05		\$0.00	0	0	0	\$0.00	\$0.00	0%	-\$7,120.05	\$0.00
		TOTAL				\$4,430,874.95		\$700,734.50	\$244,078.00	-		\$215,300.59	\$1,160,113.09	#####	\$3,270,761.86	\$58,005.65

Stored Materials Summary

ALA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 4

APPLICATION DATE: 1/19/2023

PERIOD TO: 12/31/2022

PROJECT NO.: 235-006.03

CONTRACT NO.: 22-0039-00

A		B	C	D	E
Item No.	Supplier Invoice No.	Description of Materials or Equipment Stored	Amount Previously Stored (\$)	Amount Stored this Month (\$)	Amount Completed and Stored to Date (C + D)
7b	68004	6" PVC Pipe SDR-21	\$ 22,431.00		
7c	68004	8" PVC Pipe SDR-21	\$ 11,219.59		
9a	619	28 Type A valve pits	\$ 120,050.00		
9b	630	28 Type A valve pits	\$ 61,600.00		
					\$ -
Totals			\$ 215,300.59	\$ -	\$ -

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 15

FEBRUARY 21, 2023

CONSENT AGENDA

INVOICE FROM THORN RUN PARTNERS

Please see attached the Thorn Run Partners monthly invoice.

Staff recommends approval of the monthly invoice from Thorn Run Partners in the amount of \$3,500.00.

THORN RUN PARTNERS



INVOICE

Date 2/1/2023
Invoice No. 2285

Bill To

Okeechobee Utility
100 S.W. 5th Avenue
Okeechobee, FL 34974

PO NUMBER	PO 11326
SUPPLIER ID	

Terms	FOR THE MONTH OF
Net 30	February 2023

Government Relations Services performed Fee as agreed to and amount owed: Total Amount Due	\$3,500.00
---	------------

Remittance Information
For billing inquiries please email trpadmin@thornrun.com
Remittance Information
Please make all checks payable to: Thorn Run Partners, LLC: 100 M Street SE, Suite 750 Washington, DC 20003 Please reference the invoice number when making payment
Payment Options
We accept wire and ACH. For more information: Email: trpadmin@thornrun.com Phone: +1 (202) 688-0222 Online Payment Link: https://app01.us.bill.com/p/thornrunpartners
TAX ID
FEIN: 27-1541515

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 16

FEBRUARY 21, 2023

CONSENT AGENDA

INVOICE FROM MACVICAR CONSULTING, INC.

Please see attached the MacVicar Consulting Inc. invoice.

Staff recommends approval of the monthly invoice from MacVicar Consulting Inc. in the amount of \$250.00.



MACVICAR CONSULTING, INC.
West Palm Beach, FL 33415

Invoice

Okeechobee Utility Authority
Attn:John Hayford, Exec Director
100 SW 5th Avenue
Okeechobee, FL 34974
PO No:11323

DATE	INVOICE #
1/30/2023	202302013

PROJECT
540.01-LOSOM Support

DESCRIPTION	AMOUNT
Support for the month of January 2023	250.00
Total	\$250.00

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 17

FEBRUARY 21, 2023

FINANCE REPORT

At the end of January 2023, actual operating revenue were \$4,102,770 compare to YTD budget of \$4,005,416 resulting in the achievement of 102.4% of budget or an overage of \$97,354. The positive variance being reported this month represents a reversal of the negative variance reported last month, accounting for this increase includes a 0.94% and 1.42% increase in volumetric water and wastewater billing.

Regarding expenditures, YTD cumulated expenses for the period were \$2,246,469 which were \$686,303 below budget, yielding a positive variance of 23.4%. Although a detail review of all expense line items confirms the Authority's current position, staff remains vigilant in monitoring major costs given the differing views on the economic outlook.

Cumulative operating budget, which provides a dollar value indicator of actual operating surplus compare with budget, reported a 44.4% increase during the month from \$543,360 to \$783,659.

YTD restricted revenue of \$98,649 is 100% above YTD budget of \$49,156 due to:

1. 10 new water connections and 7 wastewater connections during the month with the Jail Expansion accounting for a significant portion of the water and wastewater dollar value increase during the month. Budgeted new accounts were 2 new water connection and 1 new wastewater connection per month.
2. Interest rate on bank deposits were increased during the month from 0.4% to 2.53%, resulting in the Authority's earning on interest of \$20,730 for the month compared to previous monthly average interest of \$3,515. Interest recorded for the month of January exclude \$34,700 which was credited to OUA's account in February for retroactive rate adjustment between 11/03/22 – 12/31/22.

All other financial indicators remain consistent with both prior year and budgeted targets.

Okeechobee Utility Authority

Finance Report

Fiscal Year 2023

As of The Period Ending January 31, 2023

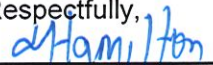
OKEECHOBEE UTILITY AUTHORITY
TABLE OF CONTENTS

Executive Summary	Page 1
Finance Report for: The Period Ending January 31, 2023	Page 2
Graphs:	
Operating Revenue Comparison- YTD Actual vs Budget	Page 3
Operating Expenses Comparison- YTD Actual vs Budget	Page 3
Operating Activity Comparisons:	
Revenue-Current Year vs 4 Year Weighted Average vs Current YTD Budget	Page 4
Graph-Current Year vs 4 Year Weighted Average YTD	Page 5
Graph-Water Revenue FY17-FY22 & FY23 YTD	Page 6
Graph-Sewer Revenue FY17-FY22 & FY23 YTD	Page 7
Expenses-Current Year vs 4 Year Weighted Average vs Current YTD Budget	Page 8
Graph-Current Year vs 4 Year Weighted Average YTD	Page 9
Graph Operating Expenses FY17-FY22 & FY23 YTD	Page 10
Graph Non Operating Expenses FY17-FY22 & FY23 YTD	Page 11
Comparative Statement of Cashflows: 09.3.20, 09.30.21 & 01.31.23	Page 12
Balance Sheet as of January 31, 2023	Pages 13-14
Pie Graph of Major Balance Sheet Items	Page 15
Detail of Other Operating Revenue	Page 16

Okeechobee Utility Authority
 Executive Summary
 Prepared by Finance Director

**OKEECHOBEE UTILITY AUTHORITY
 FINANCIAL SUMMARY COMPARISON**

	Operating Revenues				Operating Expenses				Cumulative YTD Operating Budget Variance	Restricted Revenues				
	Actual YTD FY22	Actual YTD FY23	Budget YTD FY23	% Variance (FY 23 vs Bud. FY23)	Actual YTD FY22	Actual YTD FY23	Budget YTD FY23	% Variance (FY23 vs Bud FY23)		Actual YTD FY 22	Actual YTD FY 23	Budget YTD FY23	% Variance (FY 23 vs Bud FY 23)	Cumulative YTD Restricted Budget Variance
Oct-22	952,107	987,911	968,026	2.0%	304,448	520,371	581,520	10.5%	81,034	16,943	19,502	12,289	58.7%	7,213
Nov-22	1,932,264	2,059,168	2,002,708	2.7%	856,789	1,096,709	1,266,284	13.4%	226,035	37,265	32,695	24,578	33.0%	8,117
Dec-22	2,839,735	2,999,688	3,004,062	-0.1%	1,578,441	1,651,692	2,199,426	24.9%	543,360	57,320	50,228	36,867	36.2%	13,361
Jan-23	3,889,449	4,102,770	4,005,416	2.4%	2,064,469	2,246,263	2,932,568	23.4%	783,659	73,453	98,649	49,156	100.7%	49,493
Feb-23														
Mar-23														
Apr-23														
May-23														
Jun-23														
Jul-23														
Aug-23														
Sep-23														

Respectfully,

 Lauriston Hamilton

Okeechobee Utility Authority
FY 2023 Finance Report for Jan. 31, 2023
The Period Ending

OPERATING REVENUE FUND

	Actual YTD	Budget YTD	\$ Variance	% Variance
OPERATING REVENUE:				
Water	\$ 2,402,979	\$ 2,388,249	\$ 14,730	0.6%
Sewer	\$ 1,508,156	1,465,541	42,615	2.9%
Other Operating Revenue (see detail on page 16)	\$ 191,635	151,627	40,008	26.4%
Total Operating Revenue Received	<u>\$ 4,102,770</u>	<u>\$ 4,005,416</u>	<u>\$ 97,353</u>	<u>2.4%</u>
OPERATING EXPENSES:				
Water	\$ 515,618	\$ 700,502	\$ 184,884	26.4%
Wastewater	\$ 298,594	450,588	151,994	33.7%
Meter Readers	\$ 72,422	98,646	26,224	26.6%
Maintenance	\$ 706,790	847,107	140,317	16.6%
Administration Operating	\$ 385,388	475,844	90,456	19.0%
General & Admin.	\$ 267,451	359,880	92,429	25.7%
Contingency Expense	\$ -	-	-	0.0%
Total Operating Expenses Paid (3) (4) (5) (6)	<u>\$ 2,246,263</u>	<u>\$ 2,932,568</u>	<u>\$ 686,305</u>	<u>23.4%</u>
Net Operating Income	<u>\$ 1,856,507</u>	<u>\$ 1,072,848</u>	<u>\$ 783,659</u>	<u>73.0%</u>

RESTRICTED REVENUE FUNDS

RESTRICTED REVENUE FUNDS RECEIVED:

Fire Hydrant Fund Fee	\$ 31,660	\$ 31,402	\$ 259	0.8%
Water CC Fees (infill)	\$ 25,659	3,592	22,067	614.4%
WW CC Fees (infill)	\$ 10,056	3,352	6,704	200.0%
Operating Account Interest	\$ 24,725	5,392	19,333	0.0%
Payroll Account Interest	\$ 444	174	270	0.0%
Restricted Interest Income	\$ 6,105	5,245	860	16.4%
TOTAL RESTRICTED REVENUE (1) (2)	<u>\$ 98,649</u>	<u>\$ 49,156</u>	<u>\$ 49,493</u>	<u>100.7%</u>

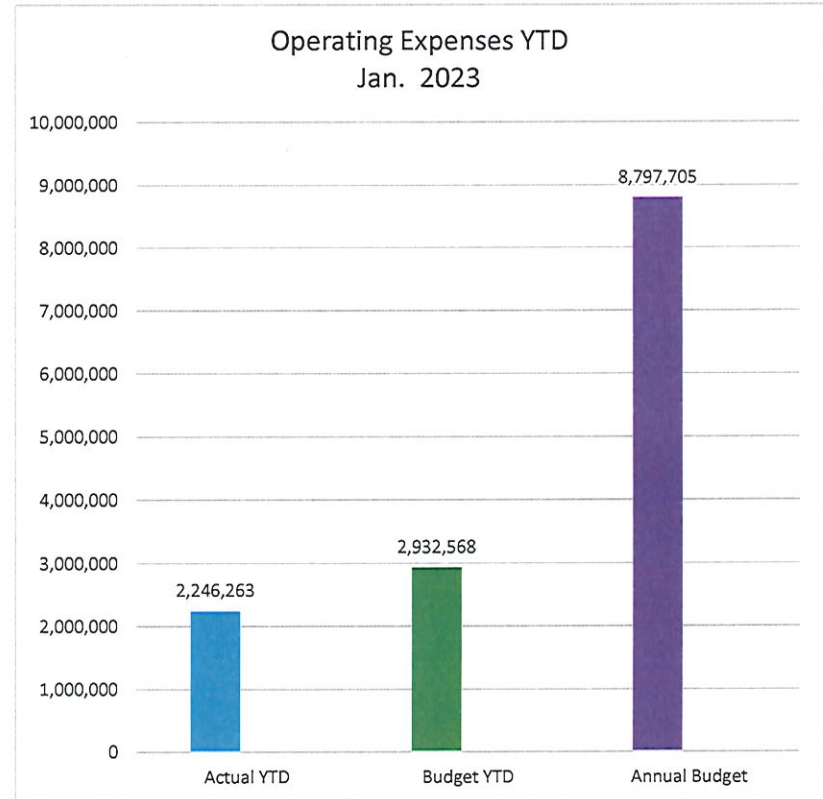
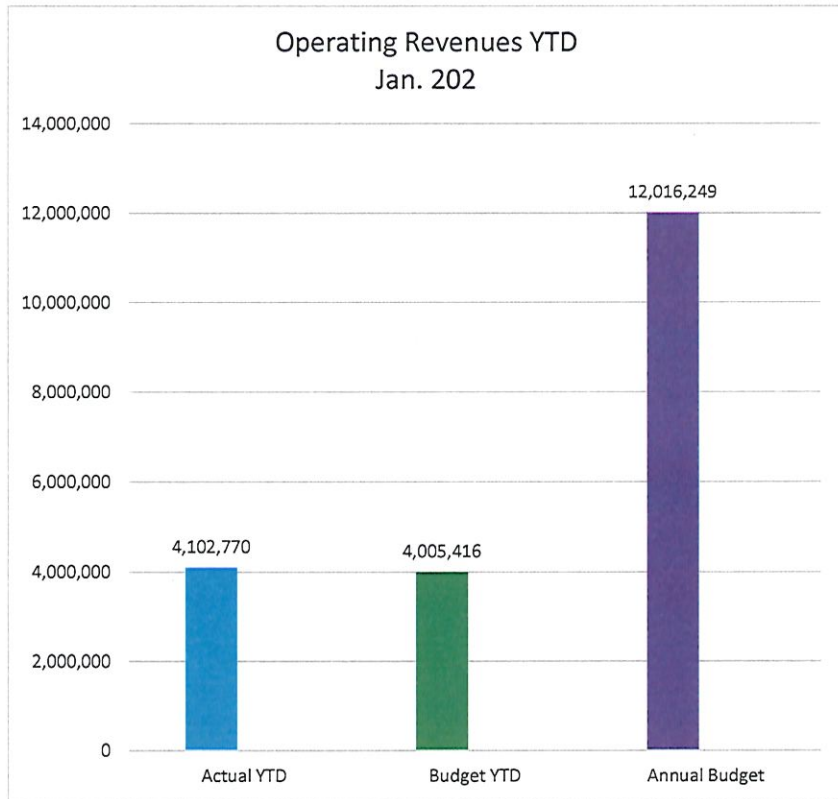
NON-OPERATING EXPENSES:

Debt service interest expense	\$109,452	\$106,251	(3,201)	-3.0%
Non-cash depreciation & amortization	\$921,338	\$904,200	(17,138)	-1.9%

NET REVENUE BEFORE ITEMS BELOW \$ 924,365 \$ 111,553 \$ 853,491 765.1%

NOTES: Above Revenue and Expense does not include the following:

	Actual YTD	Annual Budget	Variance
(1) Grant funds & state appropriations of:	\$0	\$10,209,302	
(2) Contributed capital of:	\$440,447	\$20,145	
(3) Debt service principal payments of:	\$0	\$2,187,862	
(4) Net Construction In Progress (CIP) Expenditures of:	\$2,238,381	\$11,548,847	

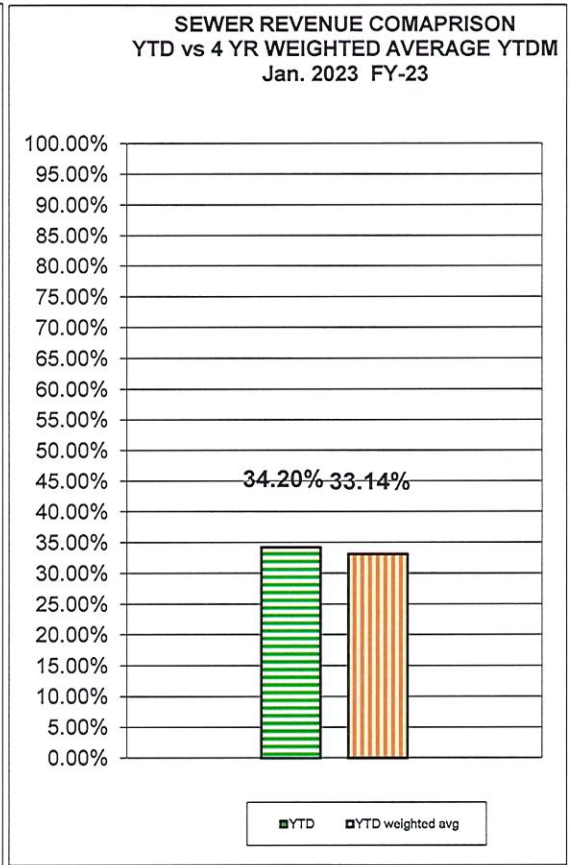
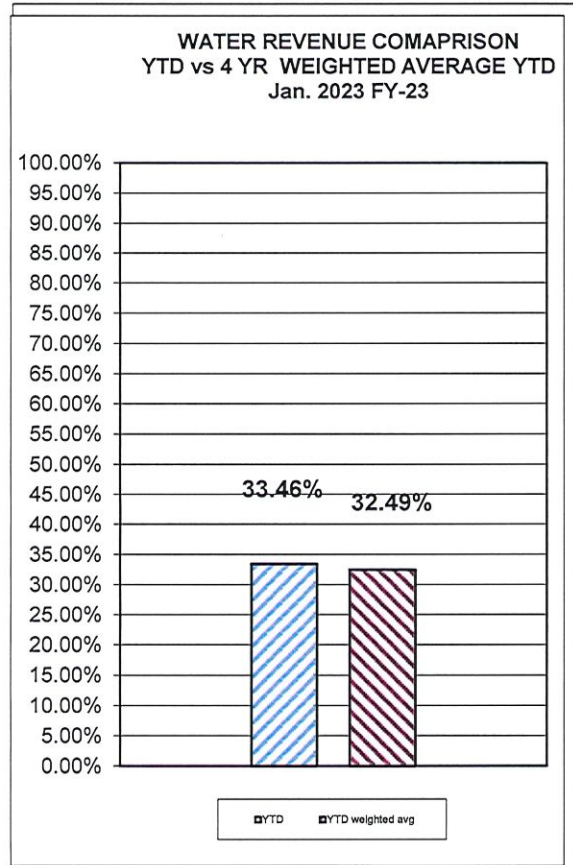


**Current FY-23 Water and Sewer Utility Revenue
Monthly & YTD Revenue and Difference from 4Yr Weighted Average (in \$)**

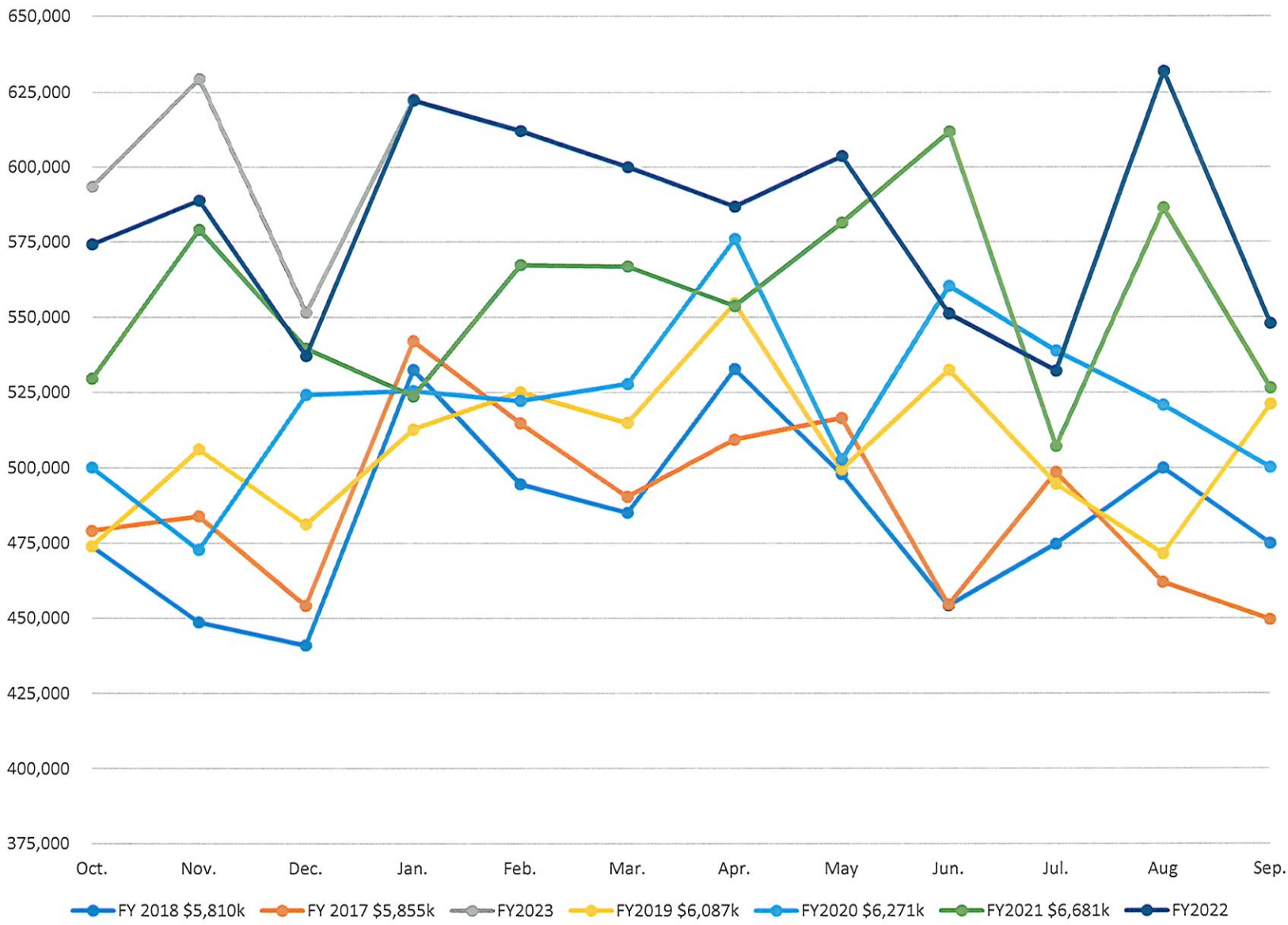
WATER UTILITY REVENUE:				Monthly \$ Difference From 4 Year Weighted Average of	% Current YTD Budget Water Revenue	4 Yr Weighted Average %
Period	YTD		\$ 6,665,699	\$7,164,746		
Oct.	\$ 593,447	593,447	\$ 57,498	8.28%	8.03%	
Nov.	\$ 629,508	1,222,955	\$ 75,090	17.07%	15.85%	
Dec.	\$ 551,517	1,774,472	\$ 21,828	24.77%	23.85%	
Jan.	\$ 622,764	2,397,237	\$ 60,363	33.46%	32.49%	
Feb.	\$ -	-	\$ -	0.00%	0.00%	
Mar.	\$ -	-	\$ -	0.00%	0.00%	
Apr.	\$ -	-	\$ -	0.00%	0.00%	
May	\$ -	-	\$ -	0.00%	0.00%	
Jun.	\$ -	-	\$ -	0.00%	0.00%	
Jul.	\$ -	-	\$ -	0.00%	0.00%	
Aug.	\$ -	-	\$ -	0.00%	0.00%	
Sep.	\$ -	-	\$ -	0.00%	8.03%	

SEWER UTILITY REVENUE:				Monthly \$ Difference From 4 Year Weighted Average of	% Current YTD To Budgeted Sewer Revenue	
			\$ 4,084,988	\$4,396,623		
Oct.	\$ 365,608	\$ 365,608	\$ 34,478	8.32%	8.10%	
Nov.	\$ 398,359	\$ 763,967	\$ 54,353	17.38%	16.52%	
Dec.	\$ 348,896	1,112,863	\$ 16,438	25.31%	24.67%	
Jan.	\$ 390,783	1,503,646	\$ 44,239	34.20%	33.14%	
Feb.	\$ -	-	\$ -			
Mar.	\$ -	-	\$ -			
Apr.	\$ -	-	\$ -			
May	\$ -	-	\$ -			
Jun.	\$ -	-	\$ -			
Jul.	\$ -	-	\$ -			
Aug.	\$ -	-	\$ -			
Sep.	\$ -	-	\$ -			

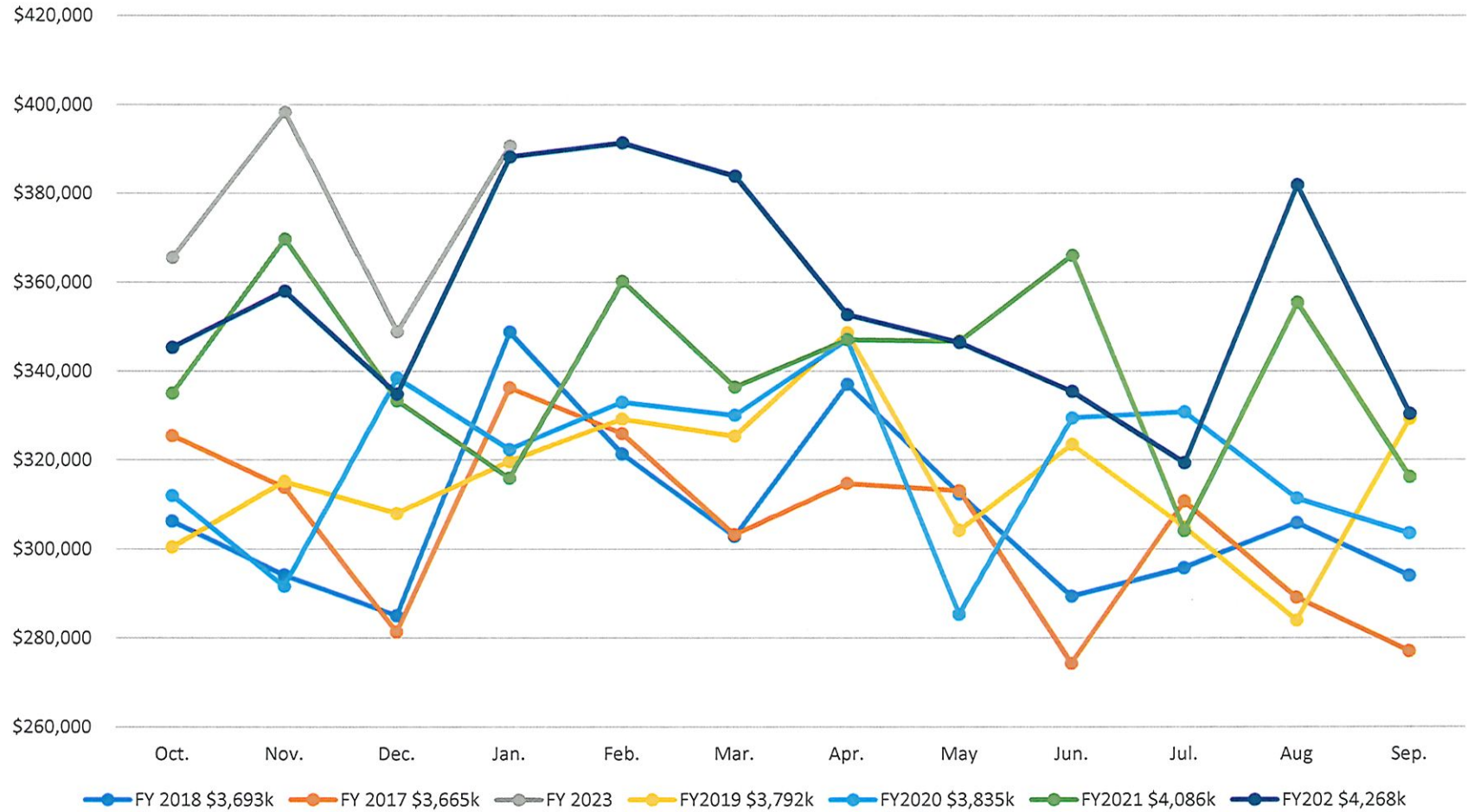
WATER AND SEWER REVENUE COMPARISON YEAR TO DATE vs 4 YEAR WEIGHTED AVERAGE YEAR TO DATE



Actual Water Revenue Comparison



Actual Wastewater Revenue Comparison

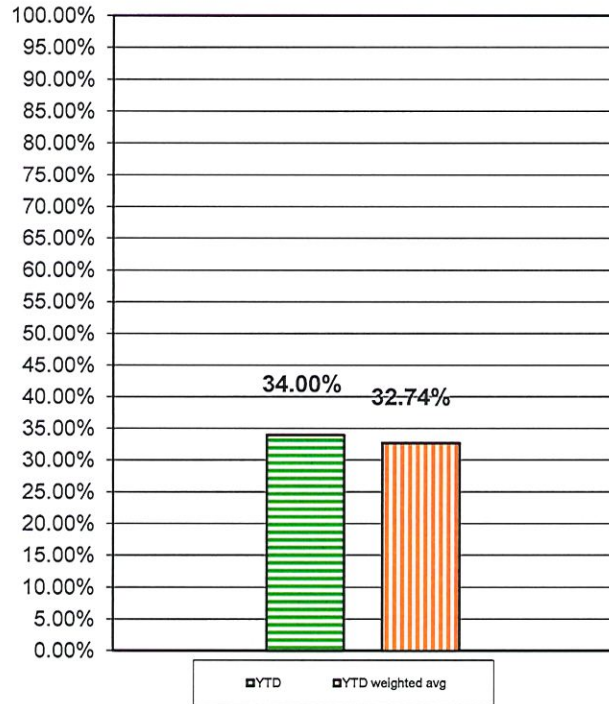


**Current FY-23 Operating & Non-Operating Expenses,
Monthly & YTD Expense and Difference from 4Yr Weighted Average (in \$)**

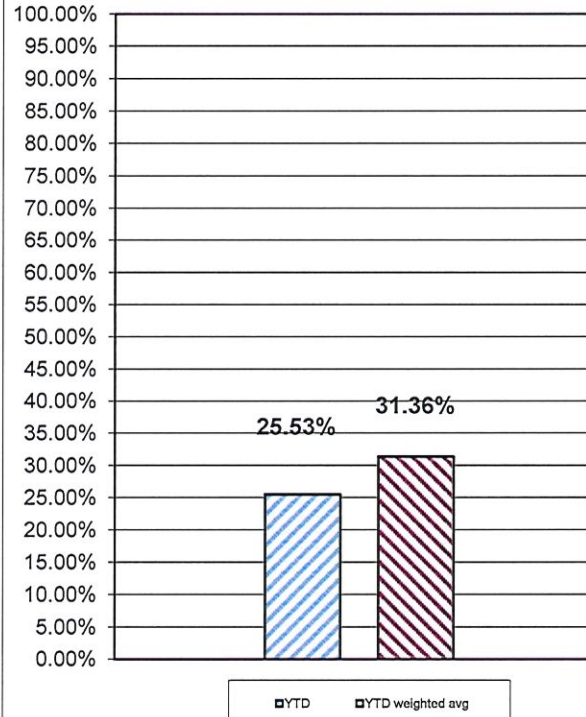
				\$ Difference For the Month	% Current YTD To Budgeted	4 Yr Weighted
OPERATING EXPENSES:				From 4 Year Weighted Avg of	Operating Exp.	Average
Period	YTD		\$	\$ 6,708,708	\$8,797,705	
Oct.	\$ 520,371	\$ 520,371	\$ 130,920	5.91%	5.85%	
Nov.	\$ 576,338	\$ 1,096,709	\$ 75,237	12.47%	13.30%	
Dec.	\$ 554,983	\$ 1,651,692	\$ (118,596)	18.77%	23.36%	
Jan.	\$ 594,571	\$ 2,246,263	\$ 59,392	25.53%	31.36%	
Feb.	\$ -	\$ -	\$ -	0.00%	0.00%	
Mar.	\$ -	\$ -	\$ -	0.00%	0.00%	
Apr.	\$ -	\$ -	\$ -	0.00%	0.00%	
May	\$ -	\$ -	\$ -	0.00%	0.00%	
Jun.	\$ -	\$ -	\$ -	0.00%	0.00%	
Jul.	\$ -	\$ -	\$ -	0.00%	0.00%	
Aug.	\$ -	\$ -	\$ -	0.00%	0.00%	
Sep.	\$ -	\$ -	\$ -	0.00%	0.00%	
				\$ Difference For the Month	% Current YTD To Budgeted	
NON-OPERATING EXPENSES:				From 4 Year Weighted Avg of	Non-Oper. Exp.	
				\$ 3,084,830	\$3,031,353	
Oct.	\$ 256,552	\$ 256,552	\$ 3,042	8.46%	8.22%	
Nov.	\$ 258,079	\$ 514,631	\$ 6,234	16.98%	16.38%	
Dec.	\$ 258,080	\$ 772,711	\$ 5,673	25.49%	24.56%	
Jan.	\$ 258,080	\$ 1,030,791	\$ 5,700	34.00%	32.74%	
Feb.	\$ -	\$ -	\$ -	0.00%	0.00%	
Mar.	\$ -	\$ -	\$ -	0.00%	0.00%	
Apr.	\$ -	\$ -	\$ -	0.00%	0.00%	
May	\$ -	\$ -	\$ -	0.00%	0.00%	
Jun.	\$ -	\$ -	\$ -	0.00%	0.00%	
Jul.	\$ -	\$ -	\$ -	0.00%	0.00%	
Aug.	\$ -	\$ -	\$ -	0.00%	0.00%	
Sep.	\$ -	\$ -	\$ -	0.00%	8.22%	

**NON-OPERATING EXPENSES COMAPRISON
YTD vs 4 YR WEIGHTED AVERAGE YTD**

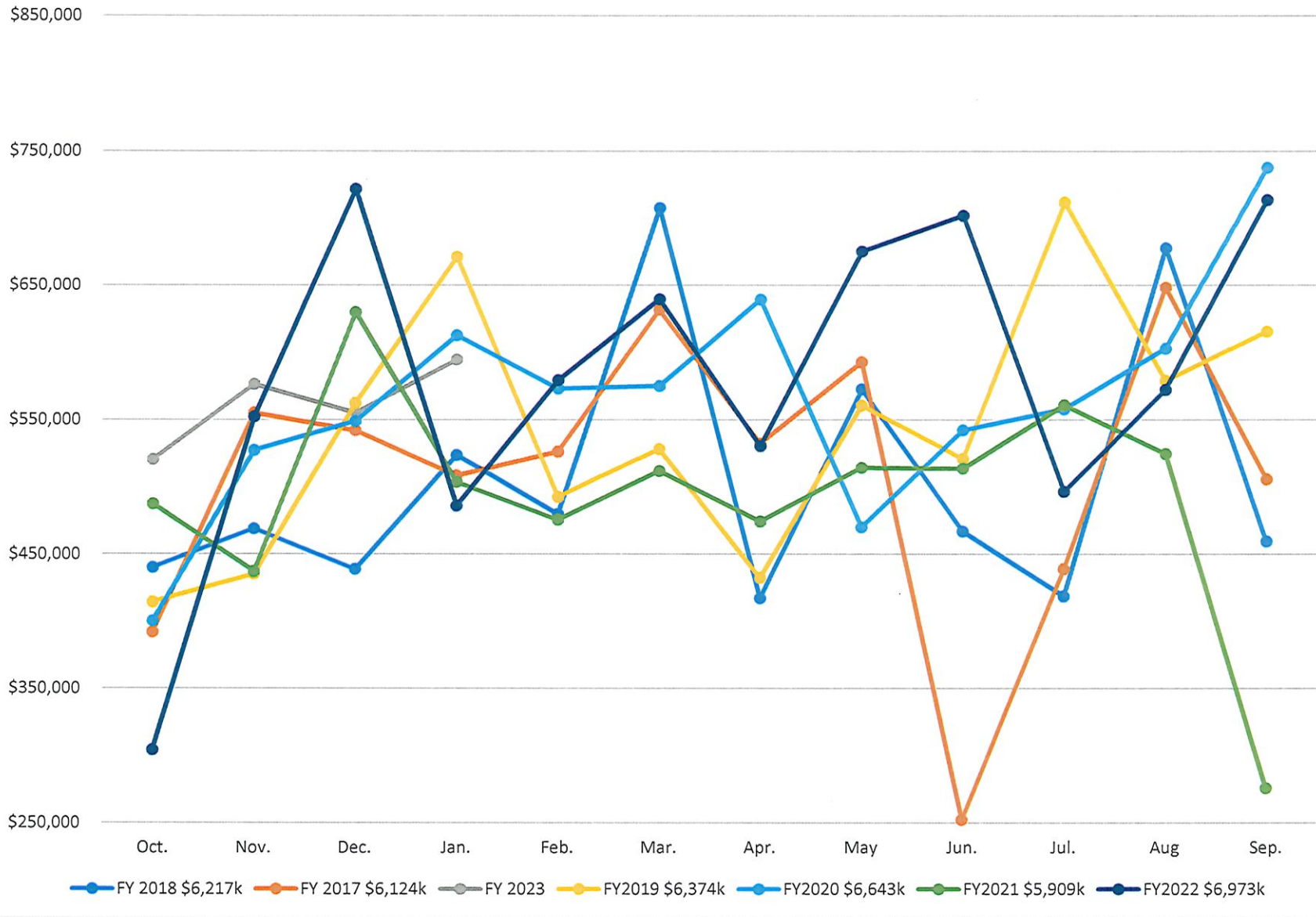
Jan. 2023 FY-23



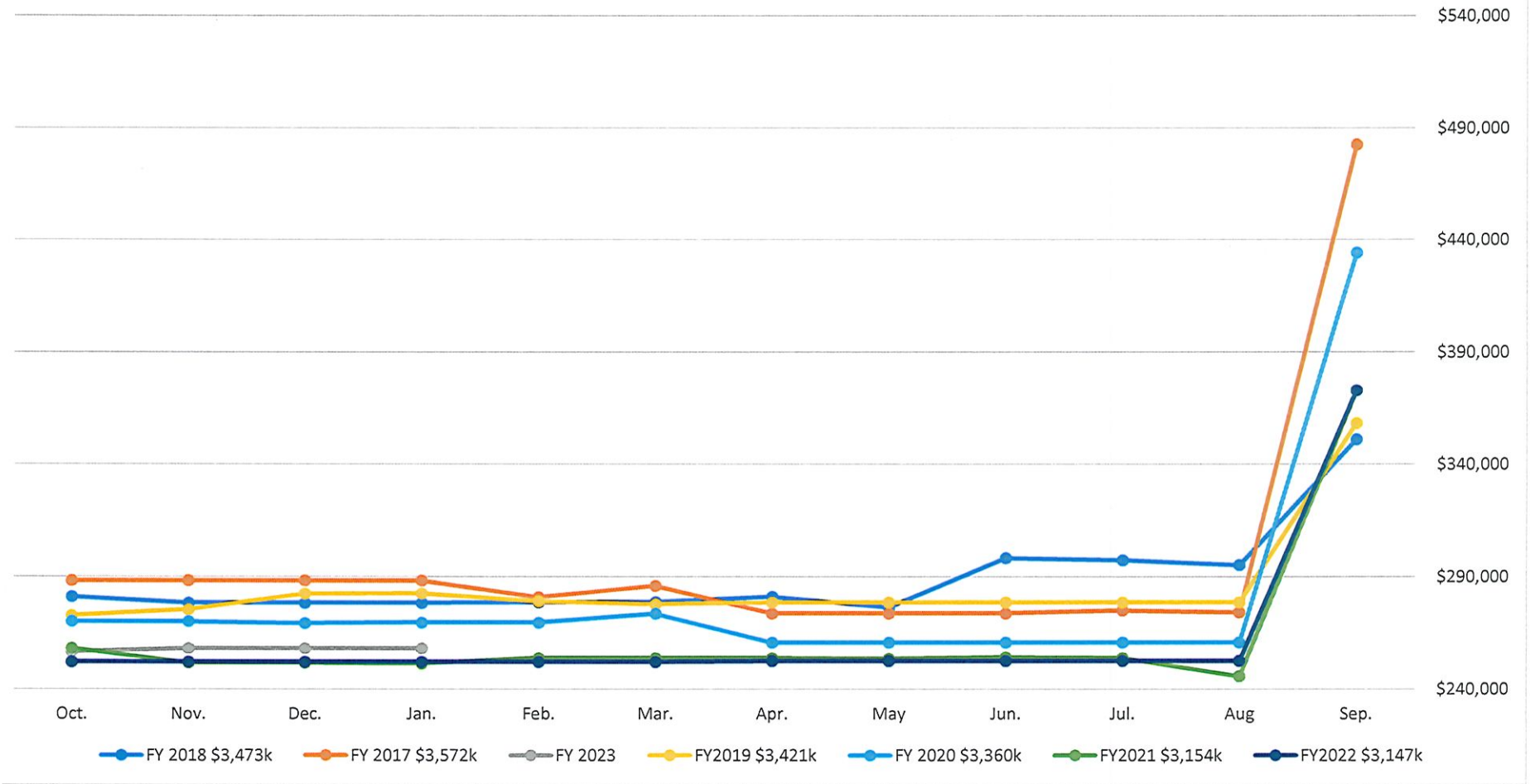
**OPERATING EXPENSES COMAPRISON
YTD vs 4 YR WEIGHTED AVERAGE YTD
Jan. 2023 FY-23**



Actual Operating Expense Comparison



Actual Non Operating Exense Comparison



	A	X	Z	AA	AC
88					
89	Okeechobee Utility Authority	Audit		Audit	OUA prepared
90	Statement of Cash Flows				
91	Basis of Accounting	Accrual Basis for Revenues		Accrual Basis for Revenues	Accrual Basis for Revenues
92		Accrual Basis for Expenses		Accrual Basis for Expenses	Cash Basis for Expenses
93					
94		Sept 30, 2020		Sept 30, 2021	Jan 31, 2023
95		12 Months		12 Months	3 Month
96					
97	Cash Flows from Operations				
98	Operating Income	1,053,235		2,594,121	899,388
99	Depreciation & Amortization	2,746,474		2,630,852	921,338
100	Increase (decrease) in cash from changes in accounts receivable and grants receivable	(416,787)		(528,183)	1,067,532
101	Increase (decrease) in cash from changes in accounts payable	(394,791)		15,521	(83,930)
102	Increase (decrease) in cash from changes in other assets	372,929		(894,977)	(151,915)
103	Increase (decrease) in cash from changes in other liabilities	(388,909)		1,091,556	295,043
104	Cash provided (used) by operations	2,972,151		4,908,890	2,947,456
105					
106	Cash Flows from Nonoperating Revenues/Expenses				
107	Fire Hydrant fees	84,401		85,215	31,660
108	Capital connection fees	97,282		230,218	35,715
109	Interest revenue	157,694		47,914	31,274
110	Debt issuance costs	(55,500)		0	0
111	Interest expense	(613,093)		(523,113)	(109,452)
112	Cash provided (used) by nonoperating activities	(329,216)		(159,766)	(10,804)
113					
114	Cash Flows from Capital and Financing Activities				
115	Purchase of equipment, computer hardware, & technology equipment	(342,552)		(331,835)	(51,047)
116	Construction in progress	(4,913,908)		(2,887,078)	(4,800,989)
117	Acquisition of land, easements and related costs	(252,195)		(34,500)	(129,038)
118	Sale of land and or equipment	8,610		1,556,403	0
119	Gain (Loss) on sale of land and equipment	2,310		37,022	3,920
120	Bond principal payments	(1,287,391)		(2,028,142)	-
121	Grant revenue & FEMA reimbursement	1,154,965		1,140,059	902,006
122	Capital contributions from developers	224,430		199,194	440,447
123	Cash provided (used) by capital / financing activities	(5,405,731)		(2,348,877)	(3,634,702)
124					
125	Net increase (decrease) in cash and investments	(2,762,796)		2,400,247	(698,050)
126	This unaudited cash flow statement is subject to adjustments.				
127	The unaudited balance sheet on pages 13 & 14 is subject to adjustments.				

OKEECHOBEE UTILITY AUTHORITY
Statement of Net Assets
January 31, 2023

ASSETS

CURRENT ASSETS

Cash and cash equivalents		\$	3,270,740.32
Unrestricted assets:			
Investments			0.00
Interest receivable			0.00
Grants receivable			
Restricted assets:			
Cash and cash equivalents			6,851,498.25
Investments			2,000,000.00
Interest receivable			9,875.69
Receivables:			
Accounts receivable			1,466,927.90
less allowance for uncollectible accounts			-116,293.16
Inventories			569,397.03
Prepaid Expenses			219,099.57
Total current assets			14,271,245.60

NONCURRENT ASSETS

Capital assets:

Land			2,906,860.90
Utility plants, buildings and equipment			108,035,122.57
			110,941,983.47
Less accumulated depreciation			-52,459,278.01
			58,482,705.46
Construction in progress			7,528,061.37
Total capital assets			66,010,766.83

Other Assets:

Net Pension Asset			1,904,107.00
-------------------	--	--	--------------

Deferred Charges:

Deferred Pension Outflows - Actuarial and Prepaid			138,282.00
Deferred loss on bond refunding, net			403,985.36
Total Deferred charges:			542,267.36

Total noncurrent assets			68,457,141.19
--------------------------------	--	--	----------------------

TOTAL ASSETS		\$	82,728,386.79
---------------------	--	-----------	----------------------

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

Accounts payable	\$	461,014.84
Accrued expenses		5,993.74
Due to other governments		44,687.55
Bonds payable (current)		2,113,253.25
Accrued compensated absences & bonus (current)		282,963.07
Payable from restricted assets		
Accrued interest		112,678.48
Customer Deposits		719,428.68
Total current liabilities		<u>3,740,019.61</u>

NONCURRENT LIABILITIES

Long-term portion of bonds payable, net		14,809,350.65
Accrued OPEB payable		218,175.00
Net Pension Liability		0.00
Deferred Pension Inflow from Actuarial Calculation		1,641,218.00
Unearned revenues:		
Developer agreements		424,402.36
Total noncurrent liabilities		<u>17,093,146.01</u>

TOTAL LIABILITIES

20,833,165.62

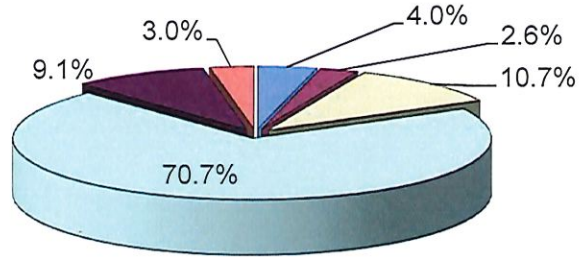
NET POSITION

Invested in capital assets, net of related debt		44,731,657.00
Restricted for capital projects		2,361,411.00
Restricted for debt service		481,018.00
Restricted for Rate Stabilization		1,339,359.00
Restricted for Pension Benefits		1,904,107.00
Unrestricted		9,712,837.69
YTD Surplus of Revenue over Expenses		1,364,831.48
Total net position		<u>61,895,221.17</u>

TOTAL LIABILITIES AND NET POSITION

\$ 82,728,386.79

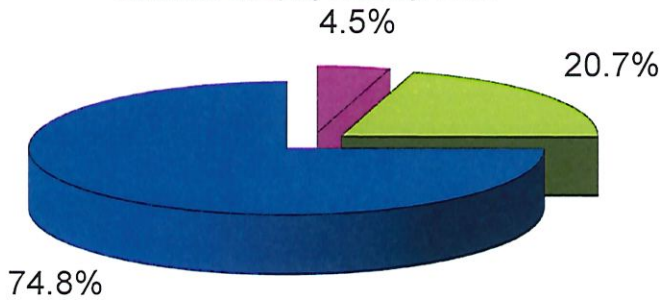
Assets - January, 2023



■ Cash	■ AR, Inventory & Prepaid
□ Restricted Cash	□ Fixed Assets
■ Construction in Progress	■ Other Assets (Deferred Charges)

Cash	3,270,740	4.0%
AR, Inventory & Prepaid	2,139,131	2.6%
Restricted Cash	8,861,374	10.7%
Fixed Assets	58,482,705	70.7%
Construction in Progress	7,528,061	9.1%
Other Assets (Deferred Charges)	2,446,374	3.0%
Total Assets	82,728,387	

Liabilities & Equity January, 2023



■ Current Liabilities	■ Noncurrent Liabilities	■ Equity - Net Assets
-----------------------	--------------------------	-----------------------

Current Liabilities	3,740,020	4.5%
Noncurrent Liabilities	17,093,146	20.7%
Equity - Net Assets	61,895,221	74.8%
Total Liab & Equity	82,728,387	

Okeechobee Utility Authority
 Detail of Oct. 31, 2022 Other Operating Revenue
 Data Per General Ledger Account Balances For Finance Report

Accounts included in Other Operating Revenue:	Actual Amount YTD	Amount Per Budget YTD	\$ Variance From Budget YTD
Install Fees-Water	\$ 10,538	\$ 2,217	\$ 8,321
Private Fire Protection	\$ 30,469	29,890	578
Turn on/off Fees	\$ 15,760	19,860	(4,100)
Other Revenue-Water A	\$ 4,776	4,976	(200)
Install Fees-Sewer	\$ 41,073	2,220	38,853
Kings Bay Sewer Maint. Fees	\$ 6,558	6,750	(192)
Other Revenue-Sewer B	\$ 511	689	(178)
Penalties & Late Charges	\$ 35,838	41,540	(5,702)
Gain/Loss Sale of Assets C	\$ 3,920	0	3,920
Ag Land Lease	\$ 3,505	1,172	2,333
Merchant & Misc. Revenue D	\$ 38,688	42,313	(3,625)
Totals	\$ 191,635	\$ 151,627	\$ 40,008

- A Other Revenue-Water includes:
 - Water service inspection fees
 - Backflow prevention fees
 - After hours charges
 - Meter relocation charges
 - Bench test charges
- B Other Revenue-Sewer includes:
 - Wastewater service line inspection fees
- C Gain/Loss on Sale of Assets
- D Miscellaneous Revenue includes:
 - Administration charges
 - Charges for damage and repair to system:
 - Parts and labor used
 - Equipment charges

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 18

FEBRUARY 21, 2023

FDEP WASTEWATER GRANT PORTAL REQUEST

Last year the OUA made a submittal for grant funding for the following projects:

Wastewater (FDEP Grant Portal)

LPQ0017 Pine Ridge Park Utility Improvements – \$1,750,000

LPQ0008 Southwest Service Area – \$3,500,000

SW 5th Avenue LPSS project – \$2,500,000

Treasure Island Septic to Sewer project – \$3,500,000

Orange Loop BHR - \$250,000

Connecting OSTDS to Central Sewer Project - \$3,000,000

The Pine Ridge and Southwest projects were requested to finish construction. SW 5th Ave and Orange Loop were projects nearing design completion and ready for construction. Treasure Island request was for design/construction assistance on a +\$30M project. As noted previously, the last request was to aid in construction of the house to street connection.

Late last week, the OUA was notified of the following approved projects:

Pine Ridge Park Septic to Sewer \$1,500,000

SWSA Septic to Sewer Project \$3,500,000

Southwest 5th Avenue Septic to Sewer Project \$2,500,000

Connecting OSTDS to Central Sewer Project \$2,500,000

(with a \$500,000 local match)

Just recently, the OUA Board delegated the following appropriation requests

Pine Ridge Park Septic to Sewer \$1,500,000

SWSA Septic to Sewer Project \$3,500,000

Southwest 5th Avenue Septic to Sewer Project \$3,785,741

Connecting OSTDS to Central Sewer Project \$2,500,000

(with a \$500,000 match)

Treasure Island Septic to Sewer project \$4,879,420

Since the FDEP portal requests were approved, it is appropriate to remove the Pine Ridge request since the project should be fully funded. Likewise, the SWSA is close to be fully funded.

To meet the state deadline of submission for appropriations, the following are suggested:

Pine Ridge Park – remove

SWSA – modify/reduce to \$2,000,000

All others remain as posted.

Wastewater Projects

Project Number	Partners	Project Name	Anticipated Grant Funds Needed
1	Hillsborough County	Gibsonton Septic to Sewer Phases 2, 3, and 4	\$13,000,000
2	Florida Governmental Utility Authority	Lehigh Acres Septic to Sewer Project	\$5,000,000
3	Florida Governmental Utility Authority	North Fort Myers Septic to Sewer Project	\$5,100,000
4	Brevard County Natural Resources	The Cove at South Beaches Sanitary Sewerage Project	\$372,000
5	City of Orange City	City of Orange City Septic to Central Sewer	\$2,500,000
6	City of Sanford, FL	Sanford North WRF - BNR/AWT Improvements, Phase II	\$3,300,000
7	Okeechobee Utility Authority	Pine Ridge Park Septic to Sewer	\$1,500,000
8	Okeechobee Utility Authority	Southwest Wastewater Service Area Septic to Sewer Project	\$3,500,000
9	Okeechobee Utility Authority	Southwest 5th Avenue Septic to Sewer Project	\$2,500,000
10	Okeechobee Utility Authority	Connecting OSTDS to Central Sewer Project	\$2,500,000
11	City of Sebring	South Service Area Septic to Sewer Project	\$10,600,000
12	City of West Melbourne	Ray Bullard WRF BNR Improvements	\$1,510,000
13	Brevard County	Willow Lakes RV Resort Sanitary Sewerage Project	\$1,257,000
14	City of Gainesville, d/b/a Gainesville Regional Utilities	GRU Main Street Water Reclamation Facility (MSWRF) Enhanced Biological Nutrient Removal & Expansion Project	\$22,500,000
15	City of High Springs	Wastewater Service to I75/CR236 Interchange	\$2,484,600
16	Town of Fort White	Town of Fort White Regional Wastewater Facility - Phase II	\$4,512,639
17	City of Newberry	City of Newberry septic to central sewer	\$4,000,000
18	Martin County Utilities	Martin County Coral Gardens Vacuum Sewer Project	\$8,000,000
19	Martin County	Old Palm City Septic-to-Sewer Program	\$10,000,000
20	City of Port St. Lucie, Florida	Westport Wastewater Treatment Facility, Nutrient Reduction Improvements	\$15,000,000



PROTECTING TOGETHER

Project Number	Partners	Project Name	Anticipated Grant Funds Needed
21	Village of Indiantown	Indiantown Wastewater Infrastructure Improvements	\$20,000,000
22	City of Starke	Starke AWT Facility	\$2,000,000
23	City of Mascotte	City of Mascotte Wastewater Treatment Facility Phase 1 Connection and Capacity	\$5,500,000
24	Town of Oakland	Charter School and Public Safety Complex, Septic to Sewer Project	\$150,000
25	City of Groveland	City of Groveland Wastewater Improvements	\$6,500,000
26	Wakulla County	Wakulla County - Otter Creek Wastewater Treatment System Improvements	\$6,155,960
27	Wakulla County	Wakulla County - Otter Creek Wastewater Treatment Plant Enhancement and Redundancy	\$6,009,605
28	City of DeLand	Wiley M Nash Water Reclamation Facility	\$23,000,000
29	Seminole County	Wekiwa Priority Focus Area (PFA) Basin Management Action Plan (BMAP) Septic to Sewer Conversion - Phase I	\$10,250,000
30	Orange County	Wekiwa Springs Septic to Sewer Program Phase 7	\$16,000,000
31	City of Fort Meade	VFW RV Park Wastewater System	\$785,000
32	Town of Cross City	Town of Cross City; Northeast Septic to Sewer	\$4,000,000
33	Town of Alford	Alford Septic to Sewer Conversion Project	\$3,750,000
34	Pinellas County	PCU Septic-to-Sewer Conversion Project	\$10,000,000
35	Hillsborough County	Palm River Utility Expansion and Septic to Sewer Conversion	\$5,000,000
36	Big Bend Water Authority	BBWA 2021 Septic to Sewer Program Parts A and B	\$1,000,000
		Total:	\$240,250,454



OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 19

FEBRUARY 21, 2023

2023 VACUUM TRUCK

The Maintenance Department utilizes three trucks for wastewater collection issues. One of the trucks, a 2000 International Vacuum/Jet truck suffered a catastrophic failure of the tank (see picture below, top side of tank).



The OUA has taken the truck in for determination of the failure, cost to repair the tank failure (\$57,929) as well as cost to repair the tank and any other failed parts on the truck (\$71,353). At the end of the day, it will still be a 23-year truck chassis with some old working parts along with a new tank. The company (Southern Sewer), which has done most of the repairs to the OUA trucks in the recent past, was asked to review the truck to determine the cause. They stated that due to the rust built up inside the top of the tank, that it appeared that this weakened the metal shell leading to the collapse.

OUA staff has completed two other tasks related to this incident: initiate an insurance claim and acquire quotes for a replacement vehicle.

The agreed upon value of the truck in the insurance coverage is \$85,000 with a \$1,000 deductible. PGCS Claims Services Adjuster has offered an amount of \$84,000 to “total” the vehicle and will pay this to the OUA.

As to the other task, OUA staff has contacted several vendors that supply this type of truck. The vendors supplied quotes based upon the Florida Sheriffs Association bid process or a quote based upon Sourcewell, a Minnesota based public bid association.

At a minimum, the proposed truck would have various chassis/engine/axle variations. The bed mounted tank/equipment would be serviced by a single drive engine, 10-15 CY debris tank, front bumper mounted jetter hose reel, flush/drain valve, 1,000-1,500 gallon water tank and water jet pump. (Representative photos)



Single Axle



Double Axle

OUA staff attempted to get public quotes from various vendors with the same attachments. While the truck/chassis/engine varied, they all had to have jetter and vacuum operations. OUA staff received quotes for new trucks from Vac-Con and Vactor. A used demonstration truck quote was obtained from PipeHunter. While pricing varied slightly due to options, the biggest differences were that the used truck (2018) was available now, but it had less warranty coverage due to its age. The new trucks had a delivery estimate of 9 months, but, various full factory warranty on the truck and added components.

This truck is instrumental in cleaning gravity sewer piping and the associated pump stations. Until this truck is repaired or replaced, the OUA will have to rent or lease a truck for maintenance use. OUA does have funds available from the Rate Stabilization Fund to purchase this truck. Purchasing it this year could require an amendment to the FY23 Budget.

NEW Equipment

Southern Sewer (Vac-Con)

12 CY Debris Tank (\$473,920)

Single Rear Axle

Freightliner/Cummins

Truck/Chassis Warranty - 2 Years

Engine Warranty - 5 Years

Components Warranty - 1 Year

12 CY Debris Tank (\$527,485 Numbers 1 & 2)

Double Rear Axles

Freightliner/Cummins

Truck/Chassis Warranty - 2 Years

Engine Warranty - 5 Years

Components Warranty - 1 Year

Vactor

10 CY Debris Tank (\$472,929)
Single Rear Axle
Freightliner/Cummins

12 CY Debris Tank (\$489,670)
Double Rear Axles
Freightliner/Cummins
Truck/Chassis Warranty - 2 Years/200,000 Miles
Engine Warranty - 5 Years/100,000 Miles
Components Warranty - 2 Years

15 CY Debris Tank (\$499,376)
Double Rear Axles
Freightliner/Cummins
Truck/Chassis Warranty - 2 Years/200,000 Miles
Engine Warranty - 5 Years/100,000 Miles
Components Warranty - 2 Years

USED Equipment

PipeHunter

10 CY Debris Tank (stainless Steel) (\$435,000)
Double Rear Axles
Peterbilt/PACCAR
Truck/Chassis Warranty - 1 Year (PipeHunter, no Peterbilt warranty)
Components Warranty - 1 Year

Please find attached individual quotes for each truck. Included is a listing of options that make up the above quotes.

OUA staff is available to discuss what went in to the various quotes and pricing.

Based upon data, options, pricing and delivery, Staff would recommend the purchase of the vehicle from Vactor, 15CY truck in the amount of \$499,376.

Southern Sewer Equipment Sales

800-782-4134 ♦ Southern Sewer.com ♦ 772-595-6940

January 26, 2023

Jamie Mullis
Operations Director
Okeechobee Utility Authority
100 SW 5th Avenue
Okeechobee , FL 34974-4221

Dear Jamie,

Southern Sewer is pleased to offer you the following quote on a Vac-Con sewer cleaner.

Equipment list:

3 stage fan with automatic vacuum breaker and overflow protection

12 cubic yard, 3/16" Corten steel debris tank

1300 gallons water storage

10' boom with 8" intake hose and travel tie down

Articulating hose reel with 500' x 1" rodder hose and a hose footage counter

60 gpm @ 2000 psi water pump

Flat style rear door

2½" water drain gate valve

Washdown handgun system (20 gpm @ 600 psi) with 50' hose reel

Body flush out

Water pump remote oil drain

Rear tow hooks

LED Arrow stick

LED Boom mounted flood lights

LED strobe with limb guard on body

Southern Sewer Equipment Sales

800-782-4134 ♦ Southern Sewer.com ♦ 772-595-6940

Low water alarm

Body load limit alarm

Rear camera

10' x 1" leader hose with hose guide (Tiger Tail)

Minimum 50-degree tank dumping with hydraulic scissor lift

5" Butterfly decanting valve with 10' lay-flat hose

20' Aluminum vacuum tubes with quick clamps

Sanitary and penetrator nozzles

Mounted on a Freightliner 114SD

Chassis includes:

370 hp

Driver and passenger air ride seats

Power windows and locks

Cruise control

Unit price (immediate purchase): **\$473,920**

Budget price: **\$527,485**

Additional options are available

Proposal Summary

Prepared for:

Okeechobee Utility Authority

VECTOR[®]
2100i



Vector 2100i PD Sewer Cleaner

Combination Single Engine Sewer Cleaner with Positive Displacement Vacuum System
Mounted on a Heavy-Duty Truck Chassis (Freightliner 114SD SBA single rear axle)

Order Qty	Part Number	Description	Contract Price:
1	2110i-16	2100i PD, 16" Vacuum, 10 yrd Debris Body, Combo	\$273,428.45
1	2014iSTD	1000 Gallons STD	\$0.00
1	5002iA	80 GPM/2500 PSI Jet Rodder pump	\$0.00
1	010iSTD	Operator Station Curbside Toolbox	\$0.00
1	011iSTD	Aluminum Fenders	\$0.00
1	012iSTD	Mud Flaps	\$0.00
1	014iSTD	Electric/Hydraulic Four Way Boom	\$0.00
1	016iSTD	Color Coded Sealed Electrical System	\$0.00
1	019iASTD	Intuitouch Electronic Package	\$0.00
1	020iSTD	Double Acting Hoist Cylinder	\$0.00
1	025iASTD	Handgun Assembly	\$0.00
1	026iSTD	Ex-Ten Steel Cylindrical Debris Tank	\$0.00
1	030iSTD	Flexible Hose Guide	\$0.00
1	032iSTD	(3) Nozzles with Carbide Inserts w/Rack	\$0.00
1	045iSTD	Suction Tube Storage	\$0.00
1	046iSTD	1" Nozzle Pipe	\$0.00
1	046iSTD	1-1/4" Nozzle Pipe	\$0.00
1	048iSTD	10' Leader Hose	\$0.00
1	1001iSTD	Flat Rear Door w/Hydraulic Locks	\$0.00
1	1005iSTD	Dual Stainless Steel Float Shut Off System	\$0.00
1	1016iSTD	Microstrainer Prior to Blower	\$0.00
1	1024iSTD	Debris Body Vacuum Relief System	\$0.00
1	1031iSTD	Debris Deflector Plate	\$0.00
1	1032iSTD	48" Dump Height	\$0.00
1	1041iSTD	Debris Body-Up Message and Alarm	\$0.00
1	2001iSTD	Low Water Indicator On Screen w/Alarm and Water Pump Flow Indicator	\$0.00
1	2011iSTD	3" Y-Strainer at Passenger Side Fill with 25' Fill Hose	\$0.00
1	2022iSTD	Additional Water Tank Sight Gauge	\$0.00
1	2023iSTD	Liquid Float Level Indicator	\$0.00
1	3019iSTD	Digital Water Pressure Gauge	\$0.00
1	4000iSTD	180 deg. Non-Extending Boom	\$0.00
1	4006iSTD	Front Joystick Boom Control	\$0.00
1	4010iSTD	Boom Hose Storage	\$0.00
1	4017iSTD	Boom Out of Position Message and Alarm	\$0.00
1	5010iSTD	Rodder System Accumulator - Jack Hammer on/off Control w/manual valve	\$0.00
1	5011iSTD	3" Y-Strainer @ Water Pump	\$0.00
1	5015iSTD	Midship Handgun Coupling	\$0.00
1	5022iSTD	Side Mounted Water Pump	\$0.00
1	6005iDSTD	Digital Hose Footage Counter	\$0.00
1	6007iSTD	Hose Reel Manual Hyd Extend/Retract	\$0.00
1	6009iSTD	Hose Reel Chain Cover	\$0.00
1	6020iBSTD	Hydraulic Extending 15", Rotating Hose Reel, 1" x 800' Capacity	\$0.00
1	6017iSTD	Hydraulic Tank Shutoff Valves	\$0.00
1	7001iSTD	Tachometer/Chassis Engine w/Hourmeter	\$0.00

1	7003iSTD	Water Pump Hour Meter	\$0.00
1	7004iSTD	PTO Hour Meter	\$0.00
1	7005iSTD	Hydraulic Oil Temp Alarm	\$0.00
1	7007iSTD	Tachometer & Hourmeter/Blower	\$0.00
1	8000iSTD	Circuit Breakers	\$0.00
1	8025iSTD	LED Lights, Clearance, Back-up, Stop, Tail & Turn	\$0.00
1	9002iSTD	Tow Hooks, Front	\$0.00
1	9002iSTD	Tow Hooks, Rear	\$0.00
1	9003iSTD	Electronic Back-Up Alarm	\$0.00
1	9021iSTD	Camera System, Rear Only	\$0.00
1	S390BSTD	7" Vacuum Pipe Package	\$0.00
1	S560STD	Emergency Flare Kit	\$0.00
1	S590STD	Fire Extinguisher 5 Lbs.	\$0.00
1	1003i	Debris Body Washout	\$1,795.47
1	1005iA	S.S Float Ball Cage for Float Shut Off System	\$654.75
1	1007i	6" Rear Door Butterfly Valve, 3:00 position	\$957.39
1	1007iA	6" Rear Door Butterfly Valve w/Port, 6:00 position	\$1,221.23
1	1014i	Centrifugal Separators (Cyclones)	\$6,276.87
1	1015iG	Folding Pipe Rack, Curbside, 7" Pipe	\$1,246.45
1	1015iAB	Folding Pipe Rack, Streetside, 7" Pipe	\$1,246.45
1	1015iBKSTD	Fixed Rear Door Pipe Rack, 7" Pipe	\$0.00
1	1022i	Rear Door Splash Shield	\$1,828.45
1	1023i	Lube Manifold, with Lube Chart	\$2,716.00
1	3017i	Blower High Temp Safety Shutdown	\$618.86
1	3020i	Digital Water Level Indicator	\$800.25
1	3021i	Digital Debris Body Level Indicator Tied to Vacuum Relief	\$1,072.82
1	4016i	180 deg. 10' x 15' Rapid Deployment Boom	\$25,644.86
1	4011iB	Bellypack Wireless Controls with hose reel controls, 2-way communications, and LCD Display	\$3,697.64
1	4008i	Grate Lifting Hook, Installed on Boom	\$365.69
1	4013i	Rotatable Boom Inlet Hose	\$674.15
1	4020i	Anti-Splash Valve, Body Inlet	\$446.20
1	5029iA	RDB Washout Coupling	\$125.13
1	6002iB	600' x 1" Piranha Sewer Hose 2500 PSI in lieu of STD	\$1,077.67
1	6004iA	Hose Wind Guide (Dual Roller), Auto, Non-Indexing	\$3,958.57
1	6004iD	Rodder Hose Pinch Roller	\$1,652.88
1	6012iA	Lateral Cleaning Kit w/150' Hose and Nozzle, 25 GPM/2000 PSI located at Side	\$4,877.16
1	5021iC	Hydro Excavation Kit - Includes Lances w/ Shield, Nozzles, Storage Tray, and Vacuum Tube	\$3,092.36
1	6014i	High Pressure Hose Reel	\$1,735.33
1	6019i	Rodder Pump Drain Valves	\$582.00
1	6019iA	Final Filter and Silencer Ball Valve Drains	\$523.80
1	7005iSTD	Hydraulic Oil Temp Alarm	\$0.00
1	8001iL	Rear Directional Control, LED Split Arrowboard	\$2,554.98
1	8002iA	Wireless, Waterproof, Rechargeable, Handheld, LED Spot Light w/12V Charger	\$421.95
1	8004iF	Rear Mounted, LED Beacon Light w/ Limb Guard	\$1,208.62
1	8020iH	10 Light Package, 10 Federal Signal Strobe Lights, LED	\$2,484.17

1	8027i	LED Mid-Ship Turn Signals	\$633.41
1	8028i	Worklights (2), LED, Boom	\$937.02
1	8029i	Worklights(2), LED, Rear Door	\$760.48
1	9023i	Safety Cone Storage Rack - Drop in Style	\$192.06
1	9024i	Water Cooler Storage Rack	\$192.06
1	9070iA	Toolbox, Front Bumper Mounted, 16 x 12 x 18 w/(2) LED Side Markers	\$2,319.27
1	9070iB	Long Handle Tool Storage	\$409.34
1	9071iF	Toolbox, Behind Cab - 14w x 36h x 96d	\$3,728.68
1	i112STD	Module Paint, DuPont Imron Elite - Sanded Primer Base	\$0.00
1	i124STD	Vactor 2100i Body Decal, Standard	\$0.00
1	LOGO-APPL.	Vactor/Guzzler Logos - Applied	\$0.00
1	500655B-30	Vactor Standard Manual and USB Version - 1 + Dealer	\$0.00
1	PAFS370A-CH	Vactor Supplied Chassis, Single Axle, 2023 Freightliner 114SD SBA, Cummins L9 370 HP, Automatic Allison Transmission, 46,000 GVWR, Alcoa Wheels, Dual Air Ride Seats, Power Locks and Windows. Cab/Module Color - White	\$111,270.00
1	VDS-153	Freight Charges	\$3,500.00
		Sourcewell Contract #101221-VTR Price:	\$472,928.92

*Quote is valid until 4/1/2023, subject to manufacturer surcharges.

*Purchase Order should be filled out to Environmental Products Group, INC
2525 Clarcona Rd. Apopka, FL 32703– please electronically send P.O. to
wanoka@myepg.com



Will Anoka – Territory Sales Manager EPG

LIMITED WARRANTY

Limited Warranty. Each machine manufactured by VACTOR MANUFACTURING (or, "the Company") is warranted against defects in material and workmanship for a period of 12 months, provided the machine is used in a normal and reasonable manner and in accordance with all operating, maintenance and safety instructions. In addition, certain machines and components of certain machines have extended warranties as set forth below. If sold to an end user, the applicable warranty period commences from the date of delivery to the end user. If used for rental purposes, the applicable warranty period commences from the date the machine is first made available for rental by the Company or its representative. This limited warranty may be enforced by any subsequent transferee during the warranty period. This limited warranty is the sole and exclusive warranty given by the Company.

STANDARD EXTENDED WARRANTIES (Total Warranty Duration)

2100 Series, iMPACT and Ramjet	10 years against metal water tank leakage due to corrosion. Nonmetallic water tanks are covered for 5 years against any factory defect in material or workmanship.
2100 Series, iMPACT and Guzzler only	5 years against leakage of debris tank, centrifugal compressor or fan housing due to rust-through.
2100 Series, iMPACT and Ramjet	2 years - Vactor Rodder Pump
All Models	2 year- Electrical & Electronics (excludes Chassis components)

Exclusive Remedy. Should any warranted product fail during the warranty period, the Company will cause to be repaired or replaced, as the Company may elect, any part or parts of such machine that the Company's examination discloses to be defective in material or factory workmanship. Repairs or replacements are to be made at the selling Company's authorized dealer's or distributor's location or at other locations approved by the Company. In lieu of repair or replacement, the Company may elect, at its sole discretion, to refund the purchase price of any product deemed defective. The foregoing remedies shall be the sole and exclusive remedies of any party making a valid warranty claim.

This Limited Warranty shall not apply to (and the Company shall not be responsible for):

1. Major components or trade accessories that have a separate warranty from their original manufacturer, such as, but not limited to, trucks and truck chassis, engines, hydraulic pumps and motors, tires and batteries.
2. Normal adjustments and maintenance services.
3. Normal wear parts such as, but not limited to, oils, fluids, vacuum hose, light bulbs, fuses and gaskets.
4. Failures resulting from the machine being operated in a manner or for a purpose not recommended or not in accordance with operating, maintenance or safety instructions provided by the Company.
5. Repairs, modifications or alterations without the express written consent of the Company, which in the Company's sole judgment, have adversely affected the machine's stability, operation or reliability as originally designed and manufactured.
6. Items subject to misuse, negligence, accident or improper maintenance.

NOTE The use in the product of any part other than parts approved by the Company may invalidate this warranty. The Company reserves the right to determine, in its sole discretion, if the use of non-approved parts operates to invalidate the warranty. Nothing contained in this warranty shall make the Company liable for loss, injury, or damage of any kind to any person or entity resulting from any defect or failure in the machine.

THIS WARRANTY SHALL BE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, AND TO THE EXTENT PERMITTED, CONFERRED BY STATUTE, INCLUDING WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OF MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE, OR A WARRANTY AGAINST FAILURE OF ITS ESSENTIAL PURPOSE, ALL OF WHICH ARE DISCLAIMED.

This warranty is in lieu of all other obligations or liabilities, contractual and otherwise, on the part of the Company. For the avoidance of doubt, the Company shall not be liable for any indirect, special, incidental or consequential damages, including, but not limited to, loss of use or lost profits. The Company makes no representation that the machine has the capacity to perform any functions other than as contained in the Company's written literature, catalogs or specifications accompanying delivery of the machine. No person or affiliated company representative is authorized to alter the terms of this warranty, to give any other warranties or to assume any other liability on behalf of the Company in connection with the sale, servicing or repair of any machine manufactured by the Company. Any legal action based hereon must be commenced within eighteen (18) months of the event or facts giving rise to such action.

The Company reserves the right to make design changes or improvements in its products without imposing any obligation upon itself to change or improve previously manufactured products.



VACTOR MANUFACTURING
1621 S. Illinois Street
Streator, IL 61364



3-8-2021

Proposal Summary

Prepared for:

Okeechobee Utility Authority

VECTOR[®]
2100i



Vactor 2100i PD Sewer Cleaner

Combination Single Engine Sewer Cleaner with Positive Displacement Vacuum System
Mounted on a Heavy-Duty Truck Chassis (Freightliner 114SD SBA tandem rear axle)

Order Qty	Part Number	Description	Contract Price:
1	2112i-16	2100i PD, 16" Vacuum, 12 yrd Debris Body, Combo	\$281,612.34
1	2016i	Additional Water, 1300 Gallons Total	\$3,187.42
1	5002iA	80 GPM/2500 PSI Jet Rodder pump	\$0.00
1	010iSTD	Operator Station Curbside Toolbox	\$0.00
1	011iSTD	Aluminum Fenders	\$0.00
1	012iSTD	Mud Flaps	\$0.00
1	014iSTD	Electric/Hydraulic Four Way Boom	\$0.00
1	016iSTD	Color Coded Sealed Electrical System	\$0.00
1	019iASTD	Intuitouch Electronic Package	\$0.00
1	020iSTD	Double Acting Hoist Cylinder	\$0.00
1	025iASTD	Handgun Assembly	\$0.00
1	026iSTD	Ex-Ten Steel Cylindrical Debris Tank	\$0.00
1	030iSTD	Flexible Hose Guide	\$0.00
1	032iSTD	(3) Nozzles with Carbide Inserts w/Rack	\$0.00
1	045iSTD	Suction Tube Storage	\$0.00
1	046iSTD	1" Nozzle Pipe	\$0.00
1	046iSTD	1-1/4" Nozzle Pipe	\$0.00
1	048iSTD	10' Leader Hose	\$0.00
1	1001iSTD	Flat Rear Door w/Hydraulic Locks	\$0.00
1	1005iSTD	Dual Stainless Steel Float Shut Off System	\$0.00
1	1016iSTD	Microstrainer Prior to Blower	\$0.00
1	1024iSTD	Debris Body Vacuum Relief System	\$0.00
1	1031iSTD	Debris Deflector Plate	\$0.00
1	1032iSTD	48" Dump Height	\$0.00
1	1041iSTD	Debris Body-Up Message and Alarm	\$0.00
1	2001iSTD	Low Water Indicator On Screen w/Alarm and Water Pump Flow Indicator	\$0.00
1	2011iSTD	3" Y-Strainer at Passenger Side Fill with 25' Fill Hose	\$0.00
1	2022iSTD	Additional Water Tank Sight Gauge	\$0.00
1	2023iSTD	Liquid Float Level Indicator	\$0.00
1	3019iSTD	Digital Water Pressure Gauge	\$0.00
1	4000iSTD	180 deg. Non-Extending Boom	\$0.00
1	4006iSTD	Front Joystick Boom Control	\$0.00
1	4010iSTD	Boom Hose Storage	\$0.00
1	4017iSTD	Boom Out of Position Message and Alarm	\$0.00
1	5010iSTD	Rodder System Accumulator - Jack Hammer on/off Control w/manual valve	\$0.00
1	5011iSTD	3" Y-Strainer @ Water Pump	\$0.00
1	5015iSTD	Midship Handgun Coupling	\$0.00
1	5022iSTD	Side Mounted Water Pump	\$0.00
1	6005iDSTD	Digital Hose Footage Counter	\$0.00
1	6007iSTD	Hose Reel Manual Hyd Extend/Retract	\$0.00
1	6009iSTD	Hose Reel Chain Cover	\$0.00
1	6020iBSTD	Hydraulic Extending 15", Rotating Hose Reel, 1" x 800' Capacity	\$0.00
1	6017iSTD	Hydraulic Tank Shutoff Valves	\$0.00
1	7001iSTD	Tachometer/Chassis Engine w/Hourmeter	\$0.00

1	7003iSTD	Water Pump Hour Meter	\$0.00
1	7004iSTD	PTO Hour Meter	\$0.00
1	7005iSTD	Hydraulic Oil Temp Alarm	\$0.00
1	7007iSTD	Tachometer & Hourmeter/Blower	\$0.00
1	8000iSTD	Circuit Breakers	\$0.00
1	8025iSTD	LED Lights, Clearance, Back-up, Stop, Tail & Turn	\$0.00
1	9002iSTD	Tow Hooks, Front	\$0.00
1	9002iSTD	Tow Hooks, Rear	\$0.00
1	9003iSTD	Electronic Back-Up Alarm	\$0.00
1	9021iSTD	Camera System, Rear Only	\$0.00
1	S390BSTD	7" Vacuum Pipe Package	\$0.00
1	S560STD	Emergency Flare Kit	\$0.00
1	S590STD	Fire Extinguisher 5 Lbs.	\$0.00
1	1003i	Debris Body Washout	\$1,795.47
1	1005iA	S.S Float Ball Cage for Float Shut Off System	\$654.75
1	1007i	6" Rear Door Butterfly Valve, 3:00 position	\$957.39
1	1007iA	6" Rear Door Butterfly Valve w/Port, 6:00 position	\$1,221.23
1	1014i	Centrifugal Separators (Cyclones)	\$6,276.87
1	1015iG	Folding Pipe Rack, Curbside, 7" Pipe	\$1,246.45
1	1015iAB	Folding Pipe Rack, Streetside, 7" Pipe	\$1,246.45
1	1015iBKSTD	Fixed Rear Door Pipe Rack, 7" Pipe	\$0.00
1	1022i	Rear Door Splash Shield	\$1,828.45
1	1023i	Lube Manifold, with Lube Chart	\$2,716.00
1	3017i	Blower High Temp Safety Shutdown	\$618.86
1	3020i	Digital Water Level Indicator	\$800.25
1	3021i	Digital Debris Body Level Indicator Tied to Vacuum Relief	\$1,072.82
1	4016i	180 deg. 10' x 15' Rapid Deployment Boom	\$25,644.86
1	4011iB	Bellypack Wireless Controls with hose reel controls, 2-way communications, and LCD Display	\$3,697.64
1	4008i	Grate Lifting Hook, Installed on Boom	\$365.69
1	4013i	Rotatable Boom Inlet Hose	\$674.15
1	4020i	Anti-Splash Valve, Body Inlet	\$446.20
1	5029iA	RDB Washout Coupling	\$125.13
1	6002iB	600' x 1" Piranha Sewer Hose 2500 PSI in lieu of STD	\$1,077.67
1	6004iA	Hose Wind Guide (Dual Roller), Auto, Non-Indexing	\$3,958.57
1	6004iD	Rodder Hose Pinch Roller	\$1,652.88
1	6012iA	Lateral Cleaning Kit w/150' Hose and Nozzle, 25 GPM/2000 PSI located at Side	\$4,877.16
1	5021iC	Hydro Excavation Kit - Includes Lances w/ Shield, Nozzles, Storage Tray, and Vacuum Tube	\$3,092.36
1	6014i	High Pressure Hose Reel	\$1,735.33
1	6019i	Rodder Pump Drain Valves	\$582.00
1	6019iA	Final Filter and Silencer Ball Valve Drains	\$523.80
1	7005iSTD	Hydraulic Oil Temp Alarm	\$0.00
1	8001iL	Rear Directional Control, LED Split Arrowboard	\$2,554.98
1	8002iA	Wireless, Waterproof, Rechargeable, Handheld, LED Spot Light w/12V Charger	\$421.95
1	8004iF	Rear Mounted, LED Beacon Light w/ Limb Guard	\$1,208.62
1	8020iH	10 Light Package, 10 Federal Signal Strobe Lights, LED	\$2,484.17

1	8027i	LED Mid-Ship Turn Signals	\$633.41
1	8028i	Worklights (2), LED, Boom	\$937.02
1	8029i	Worklights(2), LED, Rear Door	\$760.48
1	9023i	Safety Cone Storage Rack - Drop in Style	\$192.06
1	9024i	Water Cooler Storage Rack	\$192.06
1	9070iA	Toolbox, Front Bumper Mounted, 16 x 12 x 18 w/(2) LED Side Markers	\$2,319.27
1	9070iB	Long Handle Tool Storage	\$409.34
1	9071iF	Toolbox, Behind Cab - 14w x 36h x 96d	\$3,728.68
1	i112STD	Module Paint, DuPont Imron Elite - Sanded Primer Base	\$0.00
1	i124STD	Vactor 2100i Body Decal, Standard	\$0.00
1	LOGO-APPL.	Vactor/Guzzler Logos - Applied	\$0.00
1	500655B-30	Vactor Standard Manual and USB Version - 1 + Dealer	\$0.00
1	PAFS370A-CH	Vactor Supplied Chassis, Tandem Axle, 2023 Freightliner 114SD SBA, Cummins L9 370 HP, Automatic Allison Transmission, 66,000 GVWR, Alococa Wheels, Dual Air Ride Seats, Power Locks and Windows. Cab/Module Color - White Freightliner Chassis Warranty - 2 Years Full Coverage/ 5 Years Engine	\$116,640.00
1	VDS-153	Freight Charges	\$3,500.00
		Sourcewell Contract #101221-VTR Price:	\$489,670.23

*Quote is valid until 4/1/2023, subject to manufacturer surcharges.

*Purchase Order should be filled out to Environmental Products Group, INC
2525 Clarcona Rd. Apopka, FL 32703- please electronically send P.O. to
wanoka@myepg.com



Will Anoka - Territory Sales Manager EPG

LIMITED WARRANTY

Limited Warranty. Each machine manufactured by VACTOR MANUFACTURING (or, "the Company") is warranted against defects in material and workmanship for a period of 12 months, provided the machine is used in a normal and reasonable manner and in accordance with all operating, maintenance and safety instructions. In addition, certain machines and components of certain machines have extended warranties as set forth below. If sold to an end user, the applicable warranty period commences from the date of delivery to the end user. If used for rental purposes, the applicable warranty period commences from the date the machine is first made available for rental by the Company or its representative. This limited warranty may be enforced by any subsequent transferee during the warranty period. This limited warranty is the sole and exclusive warranty given by the Company.

STANDARD EXTENDED WARRANTIES (Total Warranty Duration)

2100 Series, iMPACT and Ramjet	10 years against metal water tank leakage due to corrosion. Nonmetallic water tanks are covered for 5 years against any factory defect in material or workmanship.
2100 Series, iMPACT and Guzzler only	5 years against leakage of debris tank, centrifugal compressor or fan housing due to rust-through.
2100 Series, iMPACT and Ramjet	2 years - Vactor Rodder Pump
All Models	2 year- Electrical & Electronics (excludes Chassis components)

Exclusive Remedy. Should any warranted product fail during the warranty period, the Company will cause to be repaired or replaced, as the Company may elect, any part or parts of such machine that the Company's examination discloses to be defective in material or factory workmanship. Repairs or replacements are to be made at the selling Company's authorized dealer's or distributor's location or at other locations approved by the Company. In lieu of repair or replacement, the Company may elect, at its sole discretion, to refund the purchase price of any product deemed defective. The foregoing remedies shall be the sole and exclusive remedies of any party making a valid warranty claim.

This Limited Warranty shall not apply to (and the Company shall not be responsible for):

1. Major components or trade accessories that have a separate warranty from their original manufacturer, such as, but not limited to, trucks and truck chassis, engines, hydraulic pumps and motors, tires and batteries.
2. Normal adjustments and maintenance services.
3. Normal wear parts such as, but not limited to, oils, fluids, vacuum hose, light bulbs, fuses and gaskets.
4. Failures resulting from the machine being operated in a manner or for a purpose not recommended or not in accordance with operating, maintenance or safety instructions provided by the Company.
5. Repairs, modifications or alterations without the express written consent of the Company, which in the Company's sole judgment, have adversely affected the machine's stability, operation or reliability as originally designed and manufactured.
6. Items subject to misuse, negligence, accident or improper maintenance.

NOTE The use in the product of any part other than parts approved by the Company may invalidate this warranty. The Company reserves the right to determine, in its sole discretion, if the use of non-approved parts operates to invalidate the warranty. Nothing contained in this warranty shall make the Company liable for loss, injury, or damage of any kind to any person or entity resulting from any defect or failure in the machine.

THIS WARRANTY SHALL BE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, AND TO THE EXTENT PERMITTED, CONFERRED BY STATUTE, INCLUDING WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OF MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE, OR A WARRANTY AGAINST FAILURE OF ITS ESSENTIAL PURPOSE, ALL OF WHICH ARE DISCLAIMED.

This warranty is in lieu of all other obligations or liabilities, contractual and otherwise, on the part of the Company. For the avoidance of doubt, the Company shall not be liable for any indirect, special, incidental or consequential damages, including, but not limited to, loss of use or lost profits. The Company makes no representation that the machine has the capacity to perform any functions other than as contained in the Company's written literature, catalogs or specifications accompanying delivery of the machine. No person or affiliated company representative is authorized to alter the terms of this warranty, to give any other warranties or to assume any other liability on behalf of the Company in connection with the sale, servicing or repair of any machine manufactured by the Company. Any legal action based hereon must be commenced within eighteen (18) months of the event or facts giving rise to such action.

The Company reserves the right to make design changes or improvements in its products without imposing any obligation upon itself to change or improve previously manufactured products.



VACTOR MANUFACTURING
1621 S. Illinois Street
Streator, IL 61364



3-8-2021



Proposal Summary

Prepared for:

Okeechobee Utility Authority



VACTOR[®]
2100i



Vactor 2100i PD Sewer Cleaner

Combination Single Engine Sewer Cleaner with Positive Displacement Vacuum System
Mounted on a Heavy-Duty Truck Chassis (Freightliner 114SD SBA tandem rear axle)

Order Qty	Part Number	Description	Contract Price:
1	2115i-16	2100i PD, 16" Vacuum, 15 yrd Debris Body, Combo	\$289,730.27
1	2018i	Additional Water, 1500 Gallons Total	\$4,775.31
1	5002iA	80 GPM/2500 PSI Jet Rodder pump	\$0.00
1	010iSTD	Operator Station Curbside Toolbox	\$0.00
1	011iSTD	Aluminum Fenders	\$0.00
1	012iSTD	Mud Flaps	\$0.00
1	014iSTD	Electric/Hydraulic Four Way Boom	\$0.00
1	016iSTD	Color Coded Sealed Electrical System	\$0.00
1	019iASTD	Intuitouch Electronic Package	\$0.00
1	020iSTD	Double Acting Hoist Cylinder	\$0.00
1	025iASTD	Handgun Assembly	\$0.00
1	026iSTD	Ex-Ten Steel Cylindrical Debris Tank	\$0.00
1	030iSTD	Flexible Hose Guide	\$0.00
1	032iSTD	(3) Nozzles with Carbide Inserts w/Rack	\$0.00
1	045iSTD	Suction Tube Storage	\$0.00
1	046iSTD	1" Nozzle Pipe	\$0.00
1	046iSTD	1-1/4" Nozzle Pipe	\$0.00
1	048iSTD	10' Leader Hose	\$0.00
1	1001iSTD	Flat Rear Door w/Hydraulic Locks	\$0.00
1	1005iSTD	Dual Stainless Steel Float Shut Off System	\$0.00
1	1016iSTD	Microstrainer Prior to Blower	\$0.00
1	1024iSTD	Debris Body Vacuum Relief System	\$0.00
1	1031iSTD	Debris Deflector Plate	\$0.00
1	1032iSTD	48" Dump Height	\$0.00
1	1041iSTD	Debris Body-Up Message and Alarm	\$0.00
1	2001iSTD	Low Water Indicator On Screen w/Alarm and Water Pump Flow Indicator	\$0.00
1	2011iSTD	3" Y-Strainer at Passenger Side Fill with 25' Fill Hose	\$0.00
1	2022iSTD	Additional Water Tank Sight Gauge	\$0.00
1	2023iSTD	Liquid Float Level Indicator	\$0.00
1	3019iSTD	Digital Water Pressure Gauge	\$0.00
1	4000iSTD	180 deg. Non-Extending Boom	\$0.00
1	4006iSTD	Front Joystick Boom Control	\$0.00
1	4010iSTD	Boom Hose Storage	\$0.00
1	4017iSTD	Boom Out of Position Message and Alarm	\$0.00
1	5010iSTD	Rodder System Accumulator - Jack Hammer on/off Control w/manual valve	\$0.00
1	5011iSTD	3" Y-Strainer @ Water Pump	\$0.00
1	5015iSTD	Midship Handgun Coupling	\$0.00
1	5022iSTD	Side Mounted Water Pump	\$0.00
1	6005iDSTD	Digital Hose Footage Counter	\$0.00
1	6007iSTD	Hose Reel Manual Hyd Extend/Retract	\$0.00
1	6009iSTD	Hose Reel Chain Cover	\$0.00
1	6020iBSTD	Hydraulic Extending 15", Rotating Hose Reel, 1" x 800' Capacity	\$0.00
1	6017iSTD	Hydraulic Tank Shutoff Valves	\$0.00
1	7001iSTD	Tachometer/Chassis Engine w/Hourmeter	\$0.00

1	7003iSTD	Water Pump Hour Meter	\$0.00
1	7004iSTD	PTO Hour Meter	\$0.00
1	7005iSTD	Hydraulic Oil Temp Alarm	\$0.00
1	7007iSTD	Tachometer & Hourmeter/Blower	\$0.00
1	8000iSTD	Circuit Breakers	\$0.00
1	8025iSTD	LED Lights, Clearance, Back-up, Stop, Tail & Turn	\$0.00
1	9002iSTD	Tow Hooks, Front	\$0.00
1	9002iSTD	Tow Hooks, Rear	\$0.00
1	9003iSTD	Electronic Back-Up Alarm	\$0.00
1	9021iSTD	Camera System, Rear Only	\$0.00
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1	LOGO-APPL.	Vactor/Guzzler Logos - Applied	\$0.00
1	500655B-30	Vactor Standard Manual and USB Version - 1 + Dealer	\$0.00
1	PAFS370A-CH	Vactor Supplied Chassis, Tandem Axle, 2023 Freightliner 114SD SBA, Cummins L9 370 HP, Automatic Allison Transmission, 66,000 GVWR, Alcoa Wheels, Dual Air Ride Seats, Power Locks and Windows. Cab/Module Color - White	\$116,640.00
1	VDS-153	Freight Charges	\$3,500.00
		Sourcewell Contract #101221-VTR Price:	\$499,376.05

*Quote is valid until 4/1/2023, subject to manufacturer surcharges.

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2525 Clarcona Rd. Apopka, FL 32703– please electronically send P.O. to
wanoka@myepg.com



Will Anoka – Territory Sales Manager EPG

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2. Normal adjustments and maintenance services.
3. Normal wear parts such as, but not limited to, oils, fluids, vacuum hose, light bulbs, fuses and gaskets.
4. Failures resulting from the machine being operated in a manner or for a purpose not recommended or not in accordance with operating, maintenance or safety instructions provided by the Company.
5. Repairs, modifications or alterations without the express written consent of the Company, which in the Company's sole judgment, have adversely affected the machine's stability, operation or reliability as originally designed and manufactured.
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VACTOR MANUFACTURING
1621 S. Illinois Street
Streator, IL 61364



3-8-2021



Phone 800 373 1318 Fax 281 485 5953

1617 Garden Road Pearland TX 77581

VacHunter 101428PH8C TM Combo



SINGLE ENGINE

Quote Date: February 8, 2023
 Customer:
 Contact Info:

Due Date: TBD
 Salesman: Joey Westberry
 Stock #
 P.O. Number:

Part Number	Description	Quantity	Price	Total
DEBRIS TANK				
	2000 Gallon Capacity 10 YD 72" Barrell	1	STD	STD
	Hydraulic Rear Door	1	STD	STD
	Hydraulic Dump Tank Lift	1	STD	STD
	High-Pressure Body Washout System	1	STD	STD
	6" ANSI Flange Drain with Butterfly Valve Lower door stand Pipe		STD	STD
	Ladder On Debris Tank & Ladder To Deck	1	STD	STD
	Debris Tank Float Ball Level Indicator	1	STD	STD
	3" Gravity Drain To Front Bumper	1	\$ 1,700.00	\$ 1,700.00
	Special Splash Shield 10" off Door	1	\$ 1,500.00	\$ 1,500.00
	Purge Valve Gravity Drain 1 1/4 Ball Valve	1	\$ 345.00	\$ 345.00
	300 GPM Stanley Pump Off 10ft Lay Flat Hose		\$ 5,000.00	\$ -
	450 GPM Stanley Pump Off 10ft Lay Flat Hose		\$ 7,900.00	\$ -
	3" Knife Valve		\$ 750.00	\$ -
	6" Knife Valve	1	\$ 1,500.00	\$ 1,500.00
	Stainless Steel Expanded Metal Screen Over Rear Door Drain		\$ 695.00	\$ -
	Stainless Steel Debris Tank & Door	1	\$ 18,000.00	\$ 18,000.00
	Stainless Steel Final Filter & Cyclone		\$ 6,500.00	\$ -
HOSE REEL FRONT MOUNT 3/8" STEEL DESIGN HYDRAULIC DRIVE HOSE REEL DUAL CHAIN DRIVE				
	800' Capacity x 3/4"		STD	STD
	600' Capacity x 1" Jet Hose		STD	STD
	Reel Speed Control	1	STD	STD
	Double Roller Levelwind	1	STD	STD
	Articulating Reel Hydraulic	1	STD	STD
	1000' Capacity x 3/4"		\$ 1,500.00	
	800' Capacity x 1"	1	\$ 1,000.00	\$ 1,000.00
	1000' Capacity x 1"		\$ 2,000.00	
	1200' Capacity x 1"		\$ 2,500.00	\$ -
	Manual Footage Counter	1	\$ 712.00	\$ 712.00
	Level Wind w/ Counter		\$ 830.00	\$ -
	Digital Footage Counter		\$ 3,500.00	\$ -
	Auto Lube Swivel	1	\$ 125.00	\$ 125.00
SEWER HOSE & CLEANING TOOLS 3000 PSI				
	Tiger Tail(1)Std 3"	1	STD	STD
	Nozzle Rack	1	STD	STD
	15 Degree Nozzle	1	STD	STD
	30 Degree Nozzle	1	STD	STD
	Nozzle Skid Assy 6"	1	STD	STD
	3/4" Leader hose		\$ 13.00	\$ -
	3/4" Jet Hose		\$ 4.15	\$ -
	1" Leader hose	10	\$ 13.00	\$ 130.00
	1" Jet Hose	600	\$ 5.40	\$ 3,240.00
3007-1481680	Red Dawg Sand Hog Nozzle	1	\$ 435.00	\$ 435.00
3007-1761680	RED DAWG Root Nozzle HD	1	\$ 800.00	\$ 800.00
3007-1661680	RED DAWG 10 Jet Nozzle	1	\$ 357.00	\$ 357.00
3007-111ST-Alum	RED DAWG Texan Lite Nozzle	1	\$ 1,530.00	\$ 1,530.00

W6-1"	Wire Fin Skid For 6" Pipe		\$ 87.12	\$ -
	Manhole - Upper Roller Aluminum		\$ 250.00	\$ -
	Manhole - Hook		\$ 50.00	\$ -
WATER SYSTEM				
	1400 Gallon Stainless Steel Water Tank	1	STD	STD
	25' Fill Hose w Storage Rack	1	STD	STD
	Baffled Water Tank	1	STD	STD
	Debris-Water Tank Interconnect	1	\$ 2,500.00	\$ 2,500.00
	Hydrant Fill Strainer	1	\$ 225.00	\$ 225.00
	Hydrant Wrench	1	\$ 50.00	\$ 50.00
WATER PUMP PTO DIRECT DRIVE MOUNTED UNDER FRAME				
7000 Series	3,000 PSI @ 50 GPM Giant Water Pump		STD	STD
	Washdown System-43H with gun and 25ft hose Control Panel	1	STD	STD
	65 @ 2000 Water Pump		STD	STD
	80 @ 2000 Water Pump	1	STD	STD
8000 Series	80 @ 2500 Water Pump		\$ 8,500.00	\$ -
	Air Purge	1	\$ 185.00	\$ 185.00
	Multi Flow	1	\$ 295.00	\$ 295.00
	Winter Recirculation	1	\$ 595.00	\$ 595.00
	Petcocks Pump Drain	1	\$ 200.00	\$ 200.00
	25 FT Retractable reel with 25ft 1/2" Hose		\$ 1,450.00	\$ -
	50 FT Retractable reel with 25ft 1/2" Hose Driver Side		\$ 1,695.00	\$ -
	Hydro excavation Package-Gun, Spinner Tip, 0 Degree, 15 Degree Tip (2) 5' Barrel Extension (1) 50' Retractable Hand Gun Reels w 50' x 1/2" hose Curb side truck (1) Low Pressure Handgun Curb Side HX Controls	1	\$ 5,500.00	\$ 5,500.00
	Hydro excavation Package-Gun, Separate Pump 3000 PSI Hydraulic Drive Spinner Tip, 0 Degree, 15 Degree Tip (2) 4ft Barrel Extension 50ft Retractable Hand Gun Reel w 50' x 1/2" hose		\$ 10,500.00	\$ -
	Additional Driver Side 50 FT High Pressure Retractable reel with 50ft 1/2"	1	\$ 1,695.00	\$ 1,695.00
	Lateral Electric Rewind Reel Mounted Curbside with 200' 1/2" Sewer Hose And Lateral Nozzle Reostate for reel speed	1	\$ 5,000.00	\$ 5,000.00
CONTROL PANEL				
	Water Pump On/Off	1	STD	STD
	Vacuum On/Off	1	STD	STD
	Hydraulics On/Off	1	STD	STD
	Safety Lanyard (1) Emergency Kill	1	STD	STD
	Fuel Tank Chassis	1	STD	STD
	Electric Throttle	1	STD	STD
	Tachometer	1	STD	STD
	Water Pressure	1	STD	STD
	Water On/Off Valve	1	STD	STD
	Reel Speed Control	1	STD	STD
	Reel IN/OUT	1	STD	STD
BLOWER TRANSFER CASE				
	3600 CFM Blower		STD	STD
	Cyclone Separator Dual	1	STD	STD
	Vacuum Breaker	1	STD	STD
824	4500 CFM Blower	1	\$ 11,700.00	\$ 11,700.00
827	5300 CFM Blower		\$ 18,000.00	\$ -
8" Vacuum System				
	36" x 8" Crown Nozzle W/Hat Flange (1) STD	1	STD	STD
	48" x 8" Vacuum Tube w/Hat Flange (2) STD	2	STD	STD
	60" x 8" Vacuum Tube w/Hat Flange (3) STD	3	STD	STD
	Pipe Storage Area 8"	1	STD	STD
	Clamps For Tubes 8"	1	STD	STD
	48" clear vac tube 8"		\$ 1,500.00	
	36" x 8" Crown Nozzle W/Hat Flange		\$ 155.00	\$ -

	36" x 8" Vacuum Tube w/Hat Flange		\$ 180.00	\$ -
	48" x 8" Vacuum Tube w/Hat Flange		\$ 268.00	\$ -
	60" x 8" Vacuum Tube w/Hat Flange		\$ 315.00	\$ -
TOOL STORAGE				
	Tool Tray Each Side Water/Debris Tank Aluminum	2	STD	STD
	TOOL BOX 24 X24 X 30 TM Locking Below Frame Driver Side	2	\$780.00	\$ 1,560.00
	TOOL BOX 24 X24 X 30 TM Locking Below Frame Passanger Side	2	\$780.00	\$ 1,560.00
	Front Bumper Mounted Tool Boxes 16x12x18 w/Side Markers	2	\$580.00	\$ 1,160.00
3004-5049-L	Driver Side Mounted Tool Box 24x24x36 Flat Aluminum	2	\$1,500.00	\$ 3,000.00
3004-5049-R	Passenger Side Mounted Tool Box 24x24x36 Aluminum	2	\$1,500.00	\$ 3,000.00
	Rubber Dry Decking Installed In Tool Boxes & Trays	12	\$150.00	\$ 1,800.00
BOOM WITH OPTIONS				
	9 FT Telescoping Boom	1	STD	STD
	Powered Boom Rotation Std W Boom	1	STD	STD
	Boom Pendant Control- Up/Down, Telescope, Boom Swing, Vacuum Breaker. 30 foot lanyard PLUG ONLY WHEN WIRELESS ORDERED	1	STD	STD
	Wireless Boom Pendant Control- Up/Down, Telescope, Boom Swing, Vacuum Breaker, Throttle,	1	\$ 4,500.00	\$ 4,500.00
	Boom assembly Remote Lube	1	\$ 2,880.00	\$ 2,880.00
LIGHTING				
	LED Arrowstick w Control Box & Mounting Bracket	1	\$ 1,300.00	\$ 1,300.00
	Corner White Strobes (2) Front Bumper (2) Rear Module	1	\$ 1,250.00	\$ 1,250.00
	White Strobes (2) Front (2) Rear Module Facing Out	1	\$ 1,250.00	\$ 1,250.00
	Light - Hand Held Spot Light	1	\$ 192.00	\$ 192.00
	Light - Low Water Warning Light		\$ 205.00	\$ -
	LED Light - Work Light-(Control panel)	1	\$ 200.00	\$ 200.00
	LED Light - Work Light (Engine-Pump area)		\$ 200.00	\$ -
	LED Light - Work Light (BOOM)	2	\$ 200.00	\$ 400.00
	PH LED SUPER - Work Light (BOOM)	3	\$ 350.00	\$ 1,050.00
	PH LED SUPER - Work Light (Levelwind)	1	\$ 350.00	\$ 350.00
	LED Light - Work Light (Mounted Please State Area)		\$ 200.00	\$ -
	Strobe Light	1	\$ 325.00	\$ 325.00
	Light Bar Side Debris Tank 1 ea. Side	2	\$ 400.00	\$ 800.00
	Light Bar Arrowstick	1	\$ 400.00	\$ 400.00
	Light Bar Boom	1	\$ 400.00	\$ 400.00
	Panel Light	1	\$ 80.00	\$ 80.00
	Light - Work Light (Arrowstick PS) LED		\$ 200.00	\$ -
	Light - Work Light (Arrowstick DS) LED		\$ 200.00	\$ -
	12 Volt Power Outlet On Control Panel Female	1	\$ 85.00	\$ 85.00
	Back Up Camera With Rear Camera		\$ 1,800.00	\$ -
	Back Up Camera With Front Rear Camera	1	\$ 2,500.00	\$ 2,500.00
	Back Up Alarm	1	\$ 200.00	\$ 200.00
MANUALS				
	PipeHunter Operator's Manual CD	1	STD	STD
FRAME & AXLE				
	Industrial Frame	1	STD	STD
	DOT LIGHTING PACKAGE	1	STD	STD
	5 Gallon Water Cooler Storage Rack	1	\$ 135.00	\$ 135.00
	5 Gallon Water Cooler	1	\$ 75.00	\$ 75.00
	Traffic Cone Rack	1	\$ 125.00	\$ 125.00
	Triangle Kit	1	\$ 100.00	\$ 100.00
	Fire Ext.	1	\$ 125.00	\$ 125.00
LINER OPTION				
	PipeHunter Speed Liner Frame & Reel	1		

Liner Color: **RED**

Quoted By: Ryan Banks 02-08-23

2018 VIN 2NP3LJ0X8JM484603

14.25%

Total Options:	\$ 90,121.00
Base Price:	\$ 261,500.00
Sub Total:	\$ 351,621.00
Demo Discount:	\$ 50,105.99
Sub Total:	\$ 301,515.01

84603 Peterbilt 348 PACCAR PX-9 350 HP 3000 RDS 66K GVW

\$130,000.00

CHASSIS

\$130,000.00

Miles @ \$3.50

1000

Freight: \$

3,500.00

Ship Method:

Notes:

NO LOCAL SALES TAX LIC. FEES INCLUDED

Total: \$ 435,015.01

PH PRICING 2022 RB

Signing this quote confirms that you have verified the specifications and agree with the final costs. Any specification changes made after verification may alter costs. It is the dealer/customer's responsibility to ensure that the equipment ordered meets specifications and/or quotations.

Terms: MUNICIPAL (NET 30) CONTRACTORS (COD)

Signature: _____

Date: _____

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 20

FEBRUARY 21, 2023

RESIDENT PROJECT REPRESENTATIVE

The Okeechobee Utility Authority has received the attached request from Sumner Engineering & Consulting, Inc., requesting review and approval of their Resident Project Representative (RPR) for the SWSA Project 2 vacuum collection system. Additionally, please find attached a brief resume for the proposed RPR. Mr. Sumner will be present to answer any questions.

After review & discussion, OUA staff is requesting direction from the OUA Board. If approval is granted, the OUA staff will prepare a letter approving the RPR request and send it on to the USDA.



February 11, 2023

Ada Rivera
Area Director, Rural Development
Royal Palm Beach/North Fort Myers Area Office
United States Department of Agriculture
420 S State Road 7, Suite 166
Royal Palm Beach, FL 33414

**RE: Recommendation of Resident Project Representative
Okeechobee Utility Authority – SWSA Project 2**

Ms. Rivera:

I am writing to recommend Joseph A Hoover, resume attached, for the position of Resident Project Representative for the Okeechobee Utility Authority SWSA Project 2 (“Project”). Mr. Hoover brings over 35 years of construction-related experience to the project. With that experience, he is adept at maintaining detailed field records, submittal and pay application reviews, documentation of construction methods, etc.

After detailed review of the RPR work requirements as described in Exhibit D of the Agreement Between Owner and Engineer (EJCDC E-500), and the responsibilities and limitations further described in Supplementary Condition SC-10.03 of the Construction Documents, I am confident that Mr. Hoover will successfully represent Sumner Engineering & Consulting in this project. By this letter, we request USDA-RD concurrence with our recommendation.

If you have any questions or require any further information, please don’t hesitate to contact me. We are looking forward to the construction phase of this project. Thank you.

Sincerely,
Sumner Engineering & Consulting, Inc.

Jeffrey M. Sumner, PE
President

JOSEPH A. HOOVER

Okeechobee, Florida 34974
(863) 532-8336
joeyahover@gmail.com

SUMMARY

Professional offering 40+ years of construction management experience through conception, design and construction. Strong background in procedures, materials, evaluation, documentation and compliance.

SKILLS

- Design Compliance
- Contract Negotiation
- Performance Management Systems
- Regulatory Compliance
- Drafting and Administering Contracts
- Pay Request Evaluation
- Personal and Written Communication
- Organizational Development

EXPERIENCE

CLASSIC ASPHALT, INC

President

1997 to 2023

Operator of multi service paving and site preparation contracting company in 6 county service area. Clients included both commercial and governmental agencies. As owner, my responsibilities included all aspects of operations including plan take off, bidding, material procurement, specification compliance and field construction.

BETTER ROADS, INC

Estimator/Engineer Assistant

1996 to 1997

- Responsibilities included: Estimating/bid submittals for Florida Department of Transportation projects throughout south/central Florida region. These projects involved underground utilities, stormwater, bridge and roadway construction, I was responsible for material procurement and labor utilization to meet FDOT standards and specifications. Duties included change order preparations and monthly pay requests. I also assisted engineer in construction layout and as-built documentation.

HOOVER BROTHER'S CONSTRUCTION

Vice President

1994 to 1996

- Managing partner of site development company. Services included clearing, excavation, stormwater construction and building site preparation. I was responsible for estimating and client relations, as well as supervision of all field and office personnel. This included material, equipment and labor procurement as well as sub-contractor coordination and pay requests.

MIZO, HILL/GAI ENGINEERING CONSULTANTS

Field Office Manager

1987 to 1994

Job assignment for 4 construction engineering and inspection contracts for the Highway 408 and 417 Expressway construction in Orlando, FL. Our office's Scope of Services under Florida Department of Transportation included contract administration, inspection and materials sampling/testing. These projects involved site clearing, demolition, utilities relocation/installation and roadway/bridge construction. My duties required Progress Schedule reporting, shop drawing/ material submittal recording, processing change orders, pay request submittals, inspection logs and construction methods documentation. Our involvement began with construction bid award and completed with final turn over to The Central Florida Expressway Authority.

EDUCATION/TRAINING/CERTIFICATION

BACHELOR OF SCIENCE: BUSINESS ADMINISTRATION
University of Central Florida, 1985

PAVING CONTRACTOR #OCSL3200

MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES

FLORIDA REAL ESTATE #SL487399

COMMUNITY INVOLVEMENT

PRESENT CHAIRMAN, OKEECHOBEE COUNTY PLANNING AND ZONING BOARD

FORMER MEMBER, OKEECHOBEE COUNTY BOARD OF COUNTY COMMISSIONERS

PROJECTS OF NOTE AND REFERENCES

- U.S. 27 widening to 6 lane, Highlands County, FL
- Hwy. 70 widening, Highlands County, FL
- Avon Park Bombing Range Runway Reconstruction
- Sebring Airport Taxiway Refurbishment
- Sebring Industrial Park Railway Spur Construction
- Raulerson Hospital Parking Expansion, Okeechobee, FL
- Highlands Regional Hospital Parking Expansion, Sebring FL

Frank Brown, Facilities Director, Highlands County School Board
brownf@highlands.k12.fl.us

Jeremy Hoglo, Facilities Director, Raulerson Hospital
Jeremy.hoglo@hcahealthcare.com
Randy Swain, City of Sebring
randyswain@mysebring.com

Thomas Rooney, U.S. Congressman (ret.)
thomasjrooney@bellsouth.net

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 21

FEBRUARY 21, 2023

SWSA PROJECT 2 AGREEMENT

This project is nearing completion of the pre-construction phase. SEC has received from the selected bidder signed agreements, bonds, insurance and other required documentation. SEC will have these documents at the meeting.

Please find attached an unsigned copy of the agreement for review.

Also attached is an explanation from SEC the sequence of events that should transpire over the next 30-45 days prior to issuing the Notice to Proceed. This agenda item supplement what is in the SEC letter:

- OUA Board will review, discuss and authorize execution of the agreement;
- OUA Board attorney will review the documents in conjunction with RUS Bulletin 1780-26 Exhibit A Attachment 1
- All paperwork will be submitted to the USDA for review;
- OUA staff will complete the interim financing documentation;
- USDA will direct a preconstruction meeting where all outstanding paperwork will be signed and authorize the issuance of a Notice to Proceed.

Mr. Jeff Sumner will be present to discuss this project.



February 16, 2023

Okeechobee Utility Authority
Attn: John F Hayford, Executive Director
100 SW 5th Avenue
Okeechobee, FL 34974

**RE: Recommendation of Execution of Agreement with Hinterland Group
Southwest Wastewater Service Area - Project 2**

Mr. Hayford:

As you are aware, a Notice of Award was issued to Hinterland Group, Inc. on January 24, 2023. That notice, along with the "Agreement Between Owner and Contractor For Construction Contract (Stipulated Price)" (EJCDC C-520), was delivered to Hinterland on that date (the unsigned Agreement was supplied to you under separate cover). At the upcoming Board meeting on February 21, I will be delivering five contractor-executed versions of the Agreement, along with the required Performance Bond and Payment Bond.

Upon review of those documents and determination that they have met the requirements of the Contract Documents and USDA, I recommend that the Board authorize execution of the Agreement. As we discussed, we will then need to deliver the signed Agreements, along with the items listed in the USDA "contract documents checklist", to USDA for their review and concurrence. Upon USDA concurrence, a pre-construction conference will be scheduled, and USDA will authorize OUA to issue a Notice to Proceed. In accordance with the Standard General Conditions of the Contract, that Notice to Proceed must be issued within 30 days of the date of the Agreement. We will therefore be requesting Board approval of the Notice to Proceed at the March Board meeting.

If you have any questions, as always, please don't hesitate to reach out. Thank you.

Sincerely,
Sumner Engineering & Consulting, Inc.

Jeffrey M. Sumner, PE
President

AGREEMENT BETWEEN OWNER AND CONTRACTOR FOR CONSTRUCTION CONTRACT (STIPULATED PRICE)

This Agreement is by and between **Okeechobee Utility Authority** (“Owner”) and **Hinterland Group, Inc.** (“Contractor”).

Terms used in this Agreement have the meanings stated in the General Conditions and the Supplementary Conditions.

Owner and Contractor hereby agree as follows:

ARTICLE 1—WORK

1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows: **The project consists of construction of approximately 38,700 linear feet of vacuum sewer main, 200 vacuum pits, and two vacuum pump stations, including all related sitework and project appurtenances.**

ARTICLE 2—THE PROJECT

2.01 The Project, of which the Work under the Contract Documents is a part, is generally described as follows: **Residents in the Southwest Section Wastewater Service Area are currently being served by onsite wastewater treatment systems (septic tanks and drain fields). The Okeechobee Utility Authority (OUA) proposed to eliminate the onsite treatment systems and serve residents with a new centralized sanitary collection system. This project is partially funded by United States Department of Agriculture (USDA) in an effort to support septic-to-sewer conversion projects. The proposed system consists of approximately 38,700 linear feet of vacuum sewer main, 200 vacuum pits, and two vacuum pump stations.**

ARTICLE 3—ENGINEER

3.01 The Owner has retained **Sumner Engineering & Consulting, Inc.** (“Engineer”) to act as Owner’s representative, assume all duties and responsibilities of Engineer, and have the rights and authority assigned to Engineer in the Contract.

3.02 The part of the Project that pertains to the Work has been designed by **Engineer, and their sub-consultants, including Eckler Engineering, Inc..**

ARTICLE 4—CONTRACT TIMES

4.01 *Time is of the Essence*

A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

4.02 *Contract Times: Days*

A. The Work will be substantially complete within **731** days after the date when the Contract Times commence to run as provided in Paragraph 4.01 of the General Conditions, and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions within **775** days after the date when the Contract Times commence to run.

4.03 *Liquidated Damages*

- A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial and other losses if the Work is not completed and Milestones not achieved within the Contract Times, as duly modified. The parties also recognize the delays, expense, and difficulties involved in proving, in a legal or arbitration proceeding, the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty):
1. *Substantial Completion*: Contractor shall pay Owner **\$500** for each day that expires after the time (as duly adjusted pursuant to the Contract) specified above for Substantial Completion, until the Work is substantially complete.
 2. *Completion of Remaining Work*: After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Times (as duly adjusted pursuant to the Contract) for completion and readiness for final payment, Contractor shall pay Owner **\$250** for each day that expires after such time until the Work is completed and ready for final payment.
 4. Liquidated damages for failing to timely attain Substantial Completion, and final completion are not additive, and will not be imposed concurrently.
- B. If Owner recovers liquidated damages for a delay in completion by Contractor, then such liquidated damages are Owner's sole and exclusive remedy for such delay, and Owner is precluded from recovering any other damages, whether actual, direct, excess, or consequential, for such delay, except for special damages (if any) specified in this Agreement.
- C. **Deleted.**

ARTICLE 5—CONTRACT PRICE

- 5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents, the amounts that follow, subject to adjustment under the Contract: **\$11,954,105.00**
- A. For all Work, at the prices stated in Contractor's Bid, attached hereto as an exhibit.

ARTICLE 6—PAYMENT PROCEDURES

6.01 *Submittal and Processing of Payments*

- A. Contractor shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 *Progress Payments; Retainage*

- A. Owner shall make progress payments on the basis of Contractor's Applications for Payment on or about the last day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below, provided that such Applications for Payment have been submitted in a timely manner and otherwise meet the requirements of the Contract. All such payments will be measured by the Schedule of Values established as provided in the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no Schedule of Values, as provided elsewhere in the Contract.

1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Owner may withhold, including but not limited to liquidated damages, in accordance with the Contract.
 - a. **95** percent of the value of the Work completed (with the balance being retainage).
 - 1) **Deleted.**
 - b. **95** percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).
 - B. Upon Substantial Completion **of the entire construction to be provided under the construction Contract Documents**, Owner shall pay an amount sufficient to increase total payments to Contractor to **100** percent of the Work completed, less such amounts set off by Owner pursuant to Paragraph 15.01.E of the General Conditions, and less **200** percent of Engineer's estimate of the value of Work to be completed or corrected as shown on the punch list of items to be completed or corrected prior to final payment.
- 6.03 *Final Payment*
- A. Upon final completion and acceptance of the Work, Owner shall pay the remainder of the Contract Price in accordance with Paragraph 15.06 of the General Conditions.
- 6.04 *Consent of Surety*
- A. Owner will not make final payment, or return or release retainage at Substantial Completion or any other time, unless Contractor submits written consent of the surety to such payment, return, or release.
- 6.05 *Interest*
- A. All amounts not paid when due will bear interest at the rate of **[number]** percent per annum.

ARTICLE 7—CONTRACT DOCUMENTS

7.01 *Contents*

- A. The Contract Documents consist of all of the following:
 1. This Agreement.
 2. Bonds:
 - a. Performance bond (together with power of attorney).
 - b. Payment bond (together with power of attorney).
 3. General Conditions.
 4. Supplementary Conditions.
 5. Specifications as listed in the table of contents of the project manual (copy of list attached).
 6. Drawings (not attached but incorporated by reference) consisting of:
 - a. Volume A – Vacuum Collection System (138 sheets)

- b. Volume B – Vacuum Pump Station No. 4 (75 sheets)
- c. Volume C – Vacuum Pump Station No. 5 (75 sheets)
- 7. Addenda (numbers 1 to 5, inclusive).
- 8. Exhibits to this Agreement (enumerated as follows):
 - a. Compliance Statement (**Form RD 400-6**)
 - b. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions (**Form AD-1048**)
 - c. Certification for Contracts, Grants and Loans (**RD Instruction 1940-Q Exhibit A-1**)
 - d. General (Prime) Contractor’s Certification for AIS (**RUS Bulletin 1780-26 (2019) Exhibit A, Attachment 4**)
 - e. Manufacturer’s Certification for AIS (**RUS Bulletin 1780-26 (2019) Exhibit A, Attachment 5**)
- 9. The following which may be delivered or issued on or after the Effective Date of the Contract and are not attached hereto:
 - a. Notice to Proceed (EJCDC C-550)
 - b. Application for Payment (EJCDC C-620)
 - c. Work Change Directives (EJCDC C-940)
 - c. Change Orders (EJCDC C-941)
 - d. Field Orders (EJCDC C-942)
 - e. Warranty Bond, if any
 - f. Certificate of Substantial Completion (EJCDC C-625)
 - g. Notice of Acceptability of Work (EJCDC C-626)
 - h. Certificate of Owner’s Attorney / Agency Concurrence (RUS Bulletin 1780-26, Exhibit A Attachment 1)
- B. The Contract Documents listed in Paragraph 7.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 7.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in the Contract.

ARTICLE 8—REPRESENTATIONS, CERTIFICATIONS, AND STIPULATIONS

8.01 *Contractor’s Representations*

- A. In order to induce Owner to enter into this Contract, Contractor makes the following representations:
 - 1. Contractor has examined and carefully studied the Contract Documents, including Addenda.

2. Contractor has visited the Site, conducted a thorough visual examination of the Site and adjacent areas, and become familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
3. Contractor is familiar with all Laws and Regulations that may affect cost, progress, and performance of the Work.
4. Contractor has carefully studied the reports of explorations and tests of subsurface conditions at or adjacent to the Site and the drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, with respect to the Technical Data in such reports and drawings.
5. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Technical Data identified in the Supplementary Conditions or by definition, with respect to the effect of such information, observations, and Technical Data on (a) the cost, progress, and performance of the Work; (b) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and (c) Contractor's safety precautions and programs.
6. Based on the information and observations referred to in the preceding paragraph, Contractor agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
7. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
8. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and of discrepancies between Site conditions and the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
9. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
10. Contractor's entry into this Contract constitutes an incontrovertible representation by Contractor that without exception all prices in the Agreement are premised upon performing and furnishing the Work required by the Contract Documents.

8.02 *Contractor's Certifications*

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 8.02:
 1. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process or in the Contract execution;

2. “fraudulent practice” means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
3. “collusive practice” means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
4. “coercive practice” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

8.03 *Standard General Conditions*

- A. Owner stipulates that if the General Conditions that are made a part of this Contract are EJCDC® C-700, Standard General Conditions for the Construction Contract (2018), published by the Engineers Joint Contract Documents Committee, and if Owner is the party that has furnished said General Conditions, then Owner has plainly shown all modifications to the standard wording of such published document to the Contractor, through a process such as highlighting or “track changes” (redline/strikeout), or in the Supplementary Conditions.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement.

This Agreement will be effective on **February 21, 2023** (which is the Effective Date of the Contract).

Owner:

Okeechobee Utility Authority

(typed or printed name of organization)

By:

(individual's signature)

Date:

(date signed)

Name: **John R Creasman**

(typed or printed)

Title: **Chairman**

(typed or printed)

Attest:

(individual's signature)

Title:

(typed or printed)

Address for giving notices:

100 SW 5th Avenue

Okeechobee, FL 34974

Designated Representative:

Name: **John H Hayford**

(typed or printed)

Title: **Executive Director**

(typed or printed)

Address:

100 SW 5th Avenue

Okeechobee, FL 34974

Phone: **(863) 763-9460**

Email: **jhayford@ouafl.com**

(If [Type of Entity] is a corporation, attach evidence of authority to sign. If [Type of Entity] is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of this Agreement.)

Contractor:

Hinterland Group, Inc.

(typed or printed name of organization)

By:

(individual's signature)

Date:

(date signed)

Name: **Daniel Duke III**

(typed or printed)

Title: **President**

(typed or printed)

(If [Type of Entity] is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest:

(individual's signature)

Title:

(typed or printed)

Address for giving notices:

2051 W Blue Heron Blvd.

Riviera Beach, FL 33404

Designated Representative:

Name: **Chase Rogers**

(typed or printed)

Title: **Project Director**

(typed or printed)

Address:

2051 W Blue Heron Blvd.

Riviera Beach, FL 33404

Phone: **(561) 640-3503**

Email: **info@hinterlandgroup.com**

License No.:

(where applicable)

State:

CERTIFICATE OF OWNER’S ATTORNEY AND AGENCY CONCURRENCE

Notes to User: This exhibit consists of two certificates, on a single page, to be attached to the Contract and signed upon execution. The first is a certificate to be signed by the Owner’s attorney and the second is the concurrence to be signed by the State Engineer. This page is to be inserted after the Agreement between Owner and Contractor for Construction Contract (Stipulated Price) (EJCDC C-520, 2018) in the Construction Contract Documents.

CERTIFICATE OF OWNER’S ATTORNEY

PROJECT NAME: **OUA SOUTHWEST WASTEWATER SERVICE AREA - PROJECT 2**

CONTRACTOR NAME AND CONTRACT NUMBER: **HINTERLAND GROUP, INC. (PN 22-0234-00)**

I, the undersigned, **Tom W. Conely, III**, the duly authorized and acting legal representative of **Okeechobee Utility Authority**, do hereby certify as follows: I have examined the attached Contract(s) and performance and payment bond(s) and the manner of execution thereof, and I am of the opinion that each of the aforesaid agreements is adequate and has been duly executed by the proper parties thereto acting through their duly authorized representatives; that said representatives have full power and authority to execute said agreements on behalf of the respective parties named thereon; and that the foregoing agreements constitute valid and legally binding obligations upon the parties executing the same in accordance with the terms, conditions, and provisions thereof.

Name _____ Date _____

AGENCY CONCURRENCE

As lender or insurer of funds to defray the costs of this Contract, and without liability for any payments thereunder, the Agency hereby concurs in the form, content, and execution of this Agreement.

Agency Representative _____ Date _____

Name _____

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 22

FEBRUARY 21, 2023

OUA SALARY SURVEY

OUA staff has obtained completed salary surveys, one for Fort Pierce Utility Authority (Parilla & Associates) and one for Englewood Water District (Evergreen Solutions, LLC) which are included for review.

OUA staff have had several internal meetings to discuss the current employee staffing shortage and the means and methods to increase the OUA chances to hire qualified personnel and to retain current staff. Besides conducting a salary survey, staff consideration for hiring and retention included:

- Pay scale
- Paid time off (PTO) in lieu of vacation/sick time
- Training opportunities
- Increase insurance supplement

With respect to pay scale, the OUA increased across the board each employee by \$2.00 per hour. This increase was in association with the State of Florida mandated minimum wage increase. Amendment 2 provided for an increase of Florida's 2020 minimum wage (\$8.56) starting in 2021 reaching a \$15.00 per hour minimum in 2026. The required minimum wage is as follows:

- \$10.00 on September 30, 2021;
- \$11.00 on September 30, 2022;
- \$12.00 on September 30, 2023;
- \$13.00 on September 30, 2024;
- \$14.00 on September 30, 2025;
- \$15.00 on September 30, 2026.

The OUA increased employee hourly rates by \$1.35 per hour in 2021 and by \$2.00 per hour in 2022. The lowest minimum wage at the OUA during the current year is \$15.44, or \$4.44 higher than the state minimum. As a reminder, the FY23 budget only accounted for a \$1.00 per hour increase, after implementation of the budget, the hourly increase was bumped to \$2.00 per hour. Since there are several more annual increases planned, the OUA could increase the hourly wage, it would mean that the planned increases due to the minimum wage would occur sooner rather than later. However, new wage increases will necessitate a customer rate adjustment.

Converting the earned vacation and sick time to a paid time off element may assist existing employees in the management or use of time to be off from work due to outside demands. The earning rate of time would not change, but, conversion of time earned on the "books" to PTO is a challenge.

Training opportunities for job related or personal benefit may be a positive influence on retention. However, this item is still in discussion as is not rated as high as other options.

Currently, the OUA provides a \$750.00 stipend for employees to use in their cafeteria plan selections for health, life, dental, etc. insurance coverage. Discussions suggested increasing this stipend to \$900-1,100 as a possible inducement.

If the salary survey is authorized, then the consultant can evaluate these options and/or others.

OUA staff would like to develop an RFP for a salary survey and then to review proposals submitted. Staff can bring back to a future OUA Board meeting the RFP for discussion. As an alternative, OUA staff and an appointed OUA Board member can develop the RFP, advertise and bring back to the full board ranked proposals for discussion and action as needed.

Are there any employee compensation adjustments needed at this time?

OUA SALARY & HOURLY PAY PLAN

1.65

FY23 (0.0% COLA)

OUA Classification (Position)	Current Salaries		Hourly Rate	
	Minimum	Maximum	Minimum	Maximum
WATER TREATMENT PLANT				
Plant Supervisor A	\$53,331.00	\$88,005.00	\$25.64	\$42.31
Plant Supervisor B	\$49,088.00	\$80,995.00	\$23.60	\$38.94
Plant Operator A	\$45,240.00	\$74,651.00	\$21.75	\$35.89
Plant Operator B	\$41,662.00	\$68,744.00	\$20.03	\$33.05
Plant Operator C	\$39,603.00	\$65,354.00	\$19.04	\$31.42
Plant Operator Non-Certified	\$34,736.00	\$57,325.00	\$16.70	\$27.56
Plant Maintenance I	\$32,115.00	\$52,998.00	\$15.44	\$25.48
Sludge Press Operator	\$32,115.00	\$52,998.00	\$15.44	\$25.48
WASTEWATER TREATMENT PLANT				
Plant Supervisor A	\$53,331.00	\$88,005.00	\$25.64	\$42.31
Plant Supervisor B	\$49,088.00	\$80,995.00	\$23.60	\$38.94
Plant Operator A	\$45,240.00	\$74,651.00	\$21.75	\$35.89
Plant Operator B	\$41,662.00	\$68,744.00	\$20.03	\$33.05
Plant Operator C	\$39,603.00	\$65,354.00	\$19.04	\$31.42
Plant Operator Non-Certified	\$34,736.00	\$57,325.00	\$16.70	\$27.56
Plant Maintenance I	\$32,115.00	\$52,998.00	\$15.44	\$25.48
Sludge Press Operator	\$32,115.00	\$52,998.00	\$15.44	\$25.48
MAINTENANCE				
Maintenance Supervisor A	\$52,894.00	\$87,277.00	\$25.43	\$41.96
Maintenance Foreman	\$47,195.00	\$77,875.00	\$22.69	\$37.44
Construction Foreman	\$47,195.00	\$77,875.00	\$22.69	\$37.44
Distribution Operator 1	\$46,384.00	\$76,544.00	\$22.30	\$36.80
Distribution Operator 2	\$40,810.00	\$67,330.00	\$19.62	\$32.37
Distribution Operator 3	\$39,166.00	\$64,626.00	\$18.83	\$31.07
Distribution Operator, Non-Certified	\$34,736.00	\$57,325.00	\$16.70	\$27.56
Distribution Operator, Trainee	\$33,384.00	\$55,078.00	\$16.05	\$26.48
Construction Inspector	\$49,088.00	\$80,995.00	\$23.60	\$38.94
Vehicle Mechanic	\$40,227.00	\$66,373.00	\$19.34	\$31.91
Pump Station Technician	\$46,384.00	\$76,544.00	\$22.30	\$36.80
Purchasing/Inventory Control Specialist	\$43,160.00	\$71,219.00	\$20.75	\$34.24
ADMINISTRATIVE				
Finance Director	\$77,667.00	\$128,149.00	\$37.34	\$61.61
Director of Operations/Engineer	\$81,515.00	\$134,493.00	\$39.19	\$64.66
Assistant Finance Director	\$57,054.00	\$94,141.00	\$27.43	\$45.26
Office Manager	\$46,925.00	\$77,418.00	\$22.56	\$37.22
Senior Clerk/Finance	\$42,702.00	\$70,450.00	\$20.53	\$33.87
Human Resources Manager	\$43,118.00	\$71,136.00	\$20.73	\$34.20
Assistant Office Manager	\$38,418.00	\$63,398.00	\$18.47	\$30.48
Executive Secretary	\$38,418.00	\$63,398.00	\$18.47	\$30.48
Accounts Payable Clerk/Payroll Clerk	\$33,384.00	\$55,078.00	\$16.05	\$26.48
Customer Service Clerk II	\$33,384.00	\$55,078.00	\$16.05	\$26.48
Customer Service Clerk I	\$32,115.00	\$52,998.00	\$15.44	\$25.48
Meter Reader Supervisor	\$39,957.00	\$65,936.00	\$19.21	\$31.70
Meter Reader Tech/Backflow Tester	\$34,736.00	\$57,325.00	\$16.70	\$27.56
Meter Reader Technician	\$34,736.00	\$57,325.00	\$16.70	\$27.56
Meter Service Technician Trainee	\$33,384.00	\$55,078.00	\$16.05	\$26.48

Board approved Budget for FY 23

Board approved Pay Adjustment (11/15/2022) for FY 23

Classification and Compensation Study for Englewood Water District, FL

FINAL REPORT



Evergreen Solutions, LLC

May 26, 2021

Table of Contents

	PAGE
1.0 INTRODUCTION	1-1
1.1 Study Methodology	1-2
1.2 Report Organization.....	1-3
2.0 ASSESSMENT OF CURRENT CONDITIONS	2-1
2.1 Analysis of Pay Plans	2-1
2.2 Grade Placement Analysis	2-3
2.3 Quartile Analysis	2-7
2.4 Department Distribution	2-8
2.5 Summary	2-9
3.0 SUMMARY OF EMPLOYEE OUTREACH	3-1
3.1 General Feedback	3-1
3.2 Compensation.....	3-2
3.3 Classification.....	3-2
3.4 Recruitment and Retention.....	3-3
3.5 Summary	3-3
4.0 MARKET SUMMARY	4-1
4.1 Salary Survey Results	4-1
4.2 Salary Survey Summary	4-5
4.3 Benefits Survey Results	4-5
4.4 Benefits Survey Summary.....	4-14
4.5 Market Summary	4-14
5.0 RECOMMENDATIONS.....	5-1
5.1 Classification System	5-1
5.2 Compensation System	5-3
5.3 System Administration	5-7
5.4 Summary	5-8



Chapter 1 - Introduction

Evergreen Solutions, LLC (Evergreen) conducted a Classification and Compensation Study for the Englewood Water District (District) beginning in February 2021. The purpose of the study was to analyze its classification and total compensation (pay and benefits) system, and make recommendations to improve the District's competitive position in the labor market. The study activities involved analyzing the internal and external equity of the District's system and making recommendations in response to those findings.

Study tasks involved:

- holding a study kick-off meeting;
- analyzing the District's current salary structure (pay plan) to determine its strengths and weaknesses;
- conducting employee outreach by conducting interviews with senior leaders and inviting employees to respond to the same questions via SurveyMonkey;
- facilitating discussions with the District's project team to develop an understanding of its compensation philosophy;
- collecting classification information through the Job Assessment Tool (JAT) process to analyze the internal equity of the District's classification system;
- developing recommendations for improvements to classification titles as appropriate;
- conducting a market survey to assess the external equity (market competitiveness) of the District's current pay system and benefit offerings;
- revising or developing a new competitive pay structure (pay plans) and slotting classifications into each while ensuring internal and external equity;
- developing the most appropriate method for transitioning employees' salaries into the revised (or new) pay structure (plans);
- providing the District with information and strategies regarding compensation and classification administration;
- preparing and submitting draft and final reports that summarize the study findings and recommendations; and



- updating job descriptions to reflect recommended classification changes and employee responses to the JAT, and Fair Labor Standards Act (FLSA) status recommendations.

1.1 STUDY METHODOLOGY

Evergreen used a combination of quantitative and qualitative methods to develop recommendations to improve the District’s competitive position for its compensation system. Study activities included:

Kick-off Meeting

The kick-off meeting allowed members of the study team from the District and Evergreen to discuss different aspects of the study. During the meeting, information about the District’s compensation (pay plans), classification structure and current pay philosophy was shared and the work plan for the study was finalized. The meeting also provided an opportunity for Evergreen to explain the types of data needed to begin the study.

Assessment of Current Conditions

This analysis provided an overall assessment of the District’s current pay structure (plans) and related employee data at the time of the study. The current pay plans and the progression of employees’ salaries through the pay ranges were examined during this process. The findings of this analysis are summarized in **Chapter 2** of this report.

Employee Outreach

Employee outreach was conducted virtually. The orientation sessions were facilitated through voiceover PowerPoint slides to help employees learn about the purpose of the study and receive specific information related to their participation in the study process. Evergreen consultants also conducted phone interviews with the District’s senior leaders to identify practices that were working well and to suggest areas of opportunities for improvement regarding the compensation system, benefits, classification system, and the employee performance evaluation system. Employees responded to focus group questions via a SurveyMonkey survey tool. The feedback received during both these methods is summarized in **Chapter 3** of this report.

Compensation Philosophy

Evergreen conducted meetings with the District’s project team to develop an understanding of its position with regard to employee compensation. Several key factors were examined and provided the framework for the recommended compensation system and related pay practices.



Classification Review - Internal Equity Analysis

To assess the internal equity of the District’s classification system, all employees were asked during employee outreach to complete a JAT to describe the work they performed in their own words. Supervisors were then asked to review their employees’ JATs and provide additional information as needed about the position. The information provided in the completed JAT’s was utilized in the classification analysis in two ways. First, the work described was reviewed to ensure that classification titles were appropriate. Second, the JAT’s were evaluated to quantify, by a scoring method, each classification’s relative value within the organization. Each classification’s score was based on employee and supervisor responses to the JAT, and the scores allowed for a comparison of classifications across the District.

Salary and Benefits Survey – External Equity Analysis

For the market survey, peers were identified that compete with the District for human resources and provide similar services. All classifications were identified to be surveyed utilizing a survey tool which was developed for the collection of salary range data for each. Included also was a survey to collect data about the core and fringe benefits offered by the identified peer organizations. The salary and benefits data collected during this survey process were analyzed, and a summary provided which can be found in **Chapter 4** of this report.

Recommendations

During the review of the compensation philosophy, the District identified its desire to be at a minimum, competitive with the labor market, and possibly establish a lead market position. Understanding this, and utilizing the findings of the analysis of both internal and external equity, a revised classification and compensation system were developed. Recommendations were also provided on how to implement the new system and maintain it going forward. A summary of all study findings and recommendations can be found in **Chapter 5** of this report.

1.2 REPORT ORGANIZATION

This report includes the following additional chapters:

- Chapter 2 – Assessment of Current Conditions
- Chapter 3 – Summary of Employee Outreach
- Chapter 4 – Market Summary
- Chapter 5 – Recommendations



Chapter 2 – Assessment of Current Conditions

This chapter provides an overall assessment of the compensation system in place for employees at the District. Data included here reflect the demographics in place at the time of the study and should be considered a snapshot in time. The data provided the baseline for analysis throughout the course of this study, but were not sufficient cause for recommendations in isolation. By conducting this review, Evergreen gained a better understanding of the structure and associated salary practices in place and identified issues for both further review and potential revision.

2.1 ANALYSIS OF PAY PLANS

The District administered two pay plans for its 78 employees at the time of the study. The plan for 67 non-exempt employees is displayed in **Exhibit 2A** and the plan for 11 exempt employees is displayed in **Exhibit 2B**. Each exhibit provides details related to the value of each pay range at the minimum, the midpoint, and the maximum; the range spread for each (the distance between the pay range minimum and maximum); the midpoint progression for each (the distance between the midpoints of adjacent pay ranges); the number of occupied position titles in each grade; and the number of employees in each pay grade.

As displayed in **Exhibit 2A**, the non-exempt pay plan featured 14 pay grades, two of which did not have employees assigned to them at the time of the study. Pay ranges ranged from 36.7 to 82.7 percent, with an average of 49.1 percent. Midpoint progression ranged from 0.3 to 37.1 percent, with an average of 6.5 percent. Note: the Laboratory Supervisor classification was assigned to Pay Grade NE070, though had a unique pay range (\$47,132.80 – \$72,030.40) that did not match the established pay range for that pay grade.

Exhibit 2B shows the exempt pay plan, which featured six pay grades. Range spreads ranged from 42.0 to 67.3 percent, with an average of 53.3 percent. Midpoint progression ranged between 5.9 and 26.9 percent, with an average of 12.6 percent.

EXHIBIT 2A
NON-EXEMPT PAY PLAN

Grade	Minimum	Midpoint	Maximum	Range Spread	Midpoint Progression	# of Filled Position Titles	Employees
NE005	\$21,944.00	\$30,264.00	\$40,081.60	82.7%	-	0	0
NE015	\$35,422.40	\$41,496.00	\$48,630.40	37.3%	37.1%	1	7
NE020	\$36,441.60	\$42,827.20	\$50,710.40	39.2%	3.2%	5	16
NE025	\$37,190.40	\$44,262.40	\$52,915.20	42.3%	3.4%	2	8
NE030	\$38,334.40	\$44,636.80	\$55,515.20	44.8%	0.8%	2	7
NE035	\$41,059.20	\$48,297.60	\$57,262.40	39.5%	8.2%	6	10
NE040	\$41,953.60	\$48,526.40	\$57,387.20	36.8%	0.5%	3	8
NE050	\$42,640.00	\$50,086.40	\$58,281.60	36.7%	3.2%	1	1
NE055	\$43,222.40	\$52,124.80	\$61,880.00	43.2%	4.1%	2	2
NE060	\$43,534.40	\$56,014.40	\$66,310.40	52.3%	7.5%	1	1
NE065	\$45,760.00	\$56,160.00	\$68,640.00	50.0%	0.3%	1	1
NE070	\$46,820.80	\$57,969.60	\$72,404.80	54.6%	3.2%	5	5*
NE075	\$47,798.40	\$63,835.20	\$79,809.60	67.0%	10.1%	0	0
NE080	\$53,414.40	\$66,040.00	\$86,049.60	61.1%	3.5%	1	1
Overall				49.1%	6.5%	30	67

Source: Created by Evergreen from data provided by the District as of March 2021

* The Laboratory Supervisor classification is assigned to Pay Grade NE070, though has a unique pay range

EXHIBIT 2B
EXEMPT PAY PLAN

Grade	Minimum	Midpoint	Maximum	Range Spread	Midpoint Progression	# of Filled Position Titles	Employees
E50	\$50,223.00	\$63,487.00	\$79,848.00	59.0%	-	1	1
E55	\$57,234.00	\$68,594.00	\$81,285.00	42.0%	8.0%	3	3
E60	\$59,300.80	\$73,113.00	\$88,006.00	48.4%	6.6%	1	1
E65	\$63,469.00	\$77,400.00	\$106,200.00	67.3%	5.9%	3	3
E70	\$84,269.00	\$98,200.00	\$127,000.00	50.7%	26.9%	2	2
E75	\$90,142.28	\$113,445.46	\$137,124.89	52.1%	15.5%	1	1
Overall				53.3%	12.6%	11	11

Source: Created by Evergreen from data provided by the District as of March 2021



Exhibit 2C shows that the District utilized 47 unique classification titles, five of which were not occupied at the time of the study.

EXHIBIT 2C CLASSIFICATIONS

Classification Title	Classification Title
Accountant	Utility Billing Clerk
Accounting Clerk	Utility Systems Locator
Administrative Assistant	Wastewater Collections Foreman 2
Administrator	Wastewater Collections Manager
Backflow Prevention Technician	Wastewater Operations Manager
Chemist	Wastewater Plant Operator A
Construction Coordinator	Wastewater Plant Operator B
Customer Service Manager	Wastewater Plant Operator C
Customer Service Representative	Wastewater Plant Operator Trainee*
Electrician	Wastewater Workman 3
Electrician Journeyman*	Wastewater Workman 4
Engineer in Training	Water Distribution 3
Finance Director	Water Distribution 4
GIS Specialist	Water Distribution Foreman 2
Human Resource Director*	Water Distribution Manager
Human Resources Coordinator	Water Distribution Workman 4
Information Systems Technician	Water Operations Manager
Inventory Specialist	Water Plant Operator A
Junior Accountant*	Water Plant Operator B
Laboratory Supervisor	Water Plant Operator C
Lead Customer Service Representative*	Water Plant Operator Trainee
Purchasing Specialist	Water Plant Workman 4
Senior Billing Clerk	Water Workman 3
Technical Support Manager	-

Source: Created by Evergreen from data provided by the District as of March 2021

* Unfilled classification

2.2 GRADE PLACEMENT ANALYSIS

When assessing the effectiveness of a pay plan and associated policies, it is helpful to analyze where employees' salaries stand in comparison to their classification's pay range. Identifying areas where there are clusters of employees' salaries can illuminate potential pay progression concerns within a pay plan. It should be noted that employees' salaries, and the progression of the same, are associated with an organization's compensation philosophy—specifically, the method of salary progression and the availability of resources. Therefore, the placement of employee salaries should be viewed with this context in mind.



Below and At Minimum and At or Above Maximum

In general, the placement of an employee's salary at a classification's grade minimum would generally indicate a newer employee or an employee that was recently promoted into a classification who has not had the opportunity or experience needed to progress through the range. In contrast, an employee with a salary at or near the maximum of their grade is generally an employee with longer tenure who has had the opportunity, experience, and/or performance to progress their salary toward the top of the pay range.

Exhibits 2D and 2E display the percentage of employees whose salaries were at or below their respective pay range minimum and at or above the pay range maximum of their respective pay range for non-exempt and exempt employees, respectively. Employees not included in these charts are compensated somewhere between the upper and lower thresholds. The percentages presented are based on the total number of employees in that grade.

As can be seen in **Exhibit 2D**, there were no non-exempt employees that had salaries below their respective pay range minimum, while eight (11.9 percent) had salaries at the minimum, five (7.5 percent) had salaries at the maximum, and two (3.0 percent) had salaries above the maximum.

**EXHIBIT 2D
BELOW AND AT MINIMUM AND AT OR ABOVE MAXIMUM BY PAY GRADE
NON-EXEMPT**

Grade	Employees	Below Min		At Min		At Max		Above Max	
		#	%	#	%	#	%	#	%
NE015	7	0	0.0%	3	42.9%	0	0.0%	0	0.0%
NE020	16	0	0.0%	2	12.5%	0	0.0%	0	0.0%
NE025	8	0	0.0%	1	12.5%	0	0.0%	0	0.0%
NE030	7	0	0.0%	0	0.0%	0	0.0%	0	0.0%
NE035	10	0	0.0%	0	0.0%	0	0.0%	0	0.0%
NE040	8	0	0.0%	0	0.0%	3	37.5%	1	12.5%
NE050	1	0	0.0%	0	0.0%	1	100.0%	1	100.0%
NE055	2	0	0.0%	0	0.0%	1	50.0%	0	0.0%
NE060	1	0	0.0%	0	0.0%	0	0.0%	0	0.0%
NE065	1	0	0.0%	1	100.0%	0	0.0%	0	0.0%
NE070	5	0	0.0%	0	0.0%	0	0.0%	0	0.0%
NE080	1	0	0.0%	1	100.0%	0	0.0%	0	0.0%
Overall	67	0	0.0%	8	11.9%	5	7.5%	2	3.0%

Source: Created by Evergreen from data provided by the District as of March 2021



Exhibit 2E shows that there were no exempt employees that had salaries below or at their respective pay range minimum, while one (9.1 percent) had a salary at the maximum and one (9.1 percent) had a salary above the maximum.

EXHIBIT 2E
BELOW AND AT MINIMUM AND AT OR ABOVE MAXIMUM BY PAY GRADE
EXEMPT

Grade	Employees	Below Min		At Min		At Max		Above Max	
		#	%	#	%	#	%	#	%
E50	1	0	0.0%	0	0.0%	0	0.0%	0	0.0%
E55	3	0	0.0%	0	0.0%	1	33.3%	1	33.3%
E60	1	0	0.0%	0	0.0%	0	0.0%	0	0.0%
E65	3	0	0.0%	0	0.0%	0	0.0%	0	0.0%
E70	2	0	0.0%	0	0.0%	0	0.0%	0	0.0%
E75	1	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Overall	11	0	0.0%	0	0.0%	1	9.1%	1	9.1%

Source: Created by Evergreen from data provided by the District as of March 2021.

Below and Above Midpoint

In addition to assessing the number of employees' salaries at minimum and maximum, an analysis was conducted to determine the number of employees with salaries below and above pay range midpoint. Employees with salaries close to the midpoint of a pay range typically would be fully proficient in their classification and require minimal supervision to complete their job duties while performing satisfactorily. Within this framework, grade midpoint is commonly considered to be the salary an individual could reasonably expect for similar work in the market. Therefore, it is important to examine the percentage and number of employees with salaries above and below the calculated midpoint.

Exhibits 2F and **2G** display the percentage of employee whose salaries were below or above their respective pay range midpoint for non-exempt and exempt employees, respectively. The percentages presented are based on the total number of employees in that grade.

As can be seen in **Exhibit 2F**, 34 (50.7 percent) non-exempt employees were compensated below their pay range midpoint and 33 (39.3 percent) were compensated above.



**EXHIBIT 2F
BELOW AND ABOVE MIDPOINT BY PAY GRADE
NON-EXEMPT**

Grade	Employees	< Mid		> Mid	
		#	%	#	%
NE015	7	6	85.7%	1	14.3%
NE020	16	11	68.8%	5	31.3%
NE025	8	7	87.5%	1	12.5%
NE030	7	3	42.9%	4	57.1%
NE035	10	1	10.0%	9	90.0%
NE040	8	1	12.5%	7	87.5%
NE050	1	0	0.0%	1	100.0%
NE055	2	1	50.0%	1	50.0%
NE060	1	0	0.0%	1	100.0%
NE065	1	1	100.0%	0	0.0%
NE070	5	2	40.0%	3	60.0%
NE080	1	1	100.0%	0	0.0%
Overall	67	34	50.7%	33	49.3%

Source: Created by Evergreen from data provided by the District as of March 2021

Exhibit 2G shows that seven (63.6 percent) exempt employees were compensated below their pay range midpoint and four (36.4 percent) were compensated above.

**EXHIBIT 2G
BELOW AND ABOVE MIDPOINT BY PAY GRADE
EXEMPT**

Grade	Employees	< Mid		> Mid	
		#	%	#	%
E50	1	0	0.0%	1	100.0%
E55	3	2	66.7%	1	33.3%
E60	1	1	100.0%	0	0.0%
E65	3	1	33.3%	2	66.7%
E70	2	2	100.0%	0	0.0%
E75	1	1	100.0%	0	0.0%
Overall	11	7	63.6%	4	36.4%



2.3 QUARTILE ANALYSIS

In a quartile analysis, each pay range is divided into four equal segments (quartiles) and employees are assigned a quartile based on where their current salary falls. While there is no best practice for where salaries should be within each quartile, this analysis can be useful in revealing clustering of employees' salaries or compression within a compensation system. Exhibits 2H and 2I show the number of employees' salaries that are in each quartile of each pay range for non-exempt and exempt employees, respectively.

As displayed in Exhibit 2H, 28.4 percent of non-exempt employees had salaries in the first quartile of their respective range, 22.4 percent had salaries in the second quartile, 26.9 percent had salaries in the third quartile, and 22.4 percent had salaries in the fourth quartile.

EXHIBIT 2H QUARTILE ANALYSIS NON-EXEMPT

Grade	Employees	1st Quartile		2nd Quartile		3rd Quartile		4th Quartile	
		#	%	#	%	#	%	#	%
NE015	7	3	42.9%	3	42.9%	1	14.3%	0	0.0%
NE020	16	7	43.8%	4	25.0%	5	31.3%	0	0.0%
NE025	8	3	37.5%	4	50.0%	0	0.0%	1	12.5%
NE030	7	2	28.6%	1	14.3%	2	28.6%	2	28.6%
NE035	10	0	0.0%	1	10.0%	6	60.0%	3	30.0%
NE040	8	0	0.0%	1	12.5%	1	12.5%	6	75.0%
NE050	1	0	0.0%	0	0.0%	0	0.0%	1	100.0%
NE055	2	1	50.0%	0	0.0%	0	0.0%	1	50.0%
NE060	1	0	0.0%	0	0.0%	1	100.0%	0	0.0%
NE065	1	1	100.0%	0	0.0%	0	0.0%	0	0.0%
NE070	5	1	20.0%	1	20.0%	2	40.0%	1	20.0%
NE080	1	1	100.0%	0	0.0%	0	0.0%	0	0.0%
Overall	67	19	28.4%	15	22.4%	18	26.9%	15	22.4%

Source: Created by Evergreen from data provided by the District as of March 2021

Exhibit 2I shows that 54.5 percent of exempt employees had salaries in the first quartile of their respective range, 9.1 percent had salaries in the second quartile, 18.2 percent had salaries in the third quartile, and 18.2 percent had salaries in the fourth quartile.



**EXHIBIT 2H
QUARTILE ANALYSIS
EXEMPT**

Grade	Employees	1st Quartile		2nd Quartile		3rd Quartile		4th Quartile	
		#	%	#	%	#	%	#	%
E50	1	0	0.0%	0	0.0%	1	100.0%	0	0.0%
E55	3	2	66.7%	0	0.0%	0	0.0%	1	33.3%
E60	1	1	100.0%	0	0.0%	0	0.0%	0	0.0%
E65	3	1	33.3%	0	0.0%	1	33.3%	1	33.3%
E70	2	1	50.0%	1	50.0%	0	0.0%	0	0.0%
E75	1	1	100.0%	0	0.0%	0	0.0%	0	0.0%
Overall	11	6	54.5%	1	9.1%	2	18.2%	2	18.2%

Source: Created by Evergreen from data provided by the District as of March 2021.

2.4 DEPARTMENT DISTRIBUTION

As of March 2021, the District employed 78 employees across six different departments. The following analysis was intended to provide basic information regarding how employees were distributed among departments.

Exhibit 2J depicts the number of classifications that were present in each department, along with the number and overall percentage of total employees by department. As illustrated, the largest department (in terms of employees) was Administration, with 25 employees representing 32.1 percent of the District's workforce.

**EXHIBIT 2J
EMPLOYEES AND CLASSIFICATIONS BY DEPARTMENT**

Department	Employees	Classifications	% of Total
Administration	25	20	32.1%
Collections	13	5	16.7%
Distribution	12	6	15.4%
Laboratory	2	2	2.6%
Production	13	5	16.7%
WRF	13	5	16.7%
Overall	78	43*	100.0%

Created by Evergreen from data provided by the District as of March 2021

* The District utilized 111 unique classification titles. The total displayed here differs due to duplicate classifications across departments.



2.5 SUMMARY

The information contained in this chapter identified features of the overall structure of the compensation system, as well as the administration of it at the individual employee level. Notably, the following was found:

- **Pay Plans** – The pay plans utilized for both non-exempt and exempt employees were somewhat disorganized, with significant variations in range spreads (the distance between the pay range minimum and maximum) and midpoint progressions (the distance between the midpoints of adjacent pay ranges).
- **Salary Distribution** – Among non-exempt employees, salaries were very evenly distributed throughout their respective pay ranges; there was no clustering of salaries found in any of the quartiles. There was clustering of salaries found among exempt employees, however—over half of salaries were found in the first quartile alone. This distribution of salaries may be acceptable given the District’s compensation philosophy.

This analysis served as a starting point for the development of recommendations in this report. These observations were reviewed and considered in more detail throughout the course of the study. Paired with market data, Evergreen was able to make recommendations that will ensure that the compensation system at the District is structurally sound, organized, competitive with the market, and equitable.



Chapter 3 – Summary of Employee Outreach

Evergreen consultants facilitated a process in February 2021 to obtain input from the District's senior leaders and employees regarding several topic areas related to the study. Solicited feedback included areas for improvement with regard to compensation (e.g., compression and competitiveness of salaries) and classification (e.g., title revision).

Senior leaders participated in one-on-one phone interviews with an Evergreen consultant who asked a set of questions to obtain their input on compensation and classification issues for their particular area of supervision. Employees had the opportunity to respond to the same questions via SurveyMonkey; which resulted in a total of 45 responses. Feedback from both sources provided the Evergreen team with valuable information regarding perceptions of the current compensation and classification system. Summarized below are their comments and perceptions.

3.1 GENERAL FEEDBACK

Although the purpose of outreach was to solicit feedback regarding the compensation and classification systems, the first two questions pertained to reasons employees came to work for and remain employed with the District. While this section provides feedback that is not directly related to compensation and classification, it is nonetheless important in framing the context of the study.

Important factors frequently shared by employees as reasons for coming to work for and/or remaining with the District included:

- **Employee Benefits Package** – Praise was given regarding the employee benefits package and was consistently cited as one of the most significant reasons why employees want to work for the District. Particular appreciation was expressed for the health care coverage and retirement package.
- **Reputation** – A large number of participants had interest in working for the District due to its reputation. Some had been searching for career growth opportunities and had friends recommend coming to work for the District.
- **Career Growth** – Many employees chose to come work for the District with a desire to advance their careers. With a reputation for being a great place to have a long-term career, the District presented an attractive option.
- **Work Environment** – Several respondents expressed satisfaction with how they have been treated during their time working for the District. Others cited the relationships



they have built with co-workers as a leading reason for continuing to work for the District.

- **Proximity** – Many questionnaire respondents cited proximity to their homes as a leading reason for their decision to work with the District. Many stated they appreciate the short commute.
- **Stability** – Many employees appreciate the job security that comes with working in the public sector. Many respondents pointed to the potentially volatile nature of private sector employment and took comfort in knowing that they can enjoy a considerable amount of stability with their current employment.

3.2 COMPENSATION

As already shown, respondents pointed to several aspects of their employment which they appreciate. There were, however some critiques that were expressed about compensation practices (both pay and benefits), policies, and procedures, including the following:

- **Insurance Premiums** – A very common concern expressed was that insurance premiums are simply too high. As the offerings have not changed much in the recent past, some employees suggested that the District should search for more affordable options.
- **Salary Progression** – Several participants expressed a desire to progress through their pay range more quickly and that salary caps should be increased to allow for greater pay growth.
- **Competitive Compensation** – Some employees cited dissatisfaction with lower pay offered by the District compared with surrounding entities.
- **On Call and Shift Differential Pay** – A few respondents voiced their desire for the District to provide additional compensation for those positions which are required to be on call, or work night and weekend shifts.

3.3 CLASSIFICATION

General comments provided by employees related to classification included the following:

- **Titles Reflecting Duties** – Several employees stated their current job titles did not always accurately and fully represent the duties of the position. For example, the titles alone do not make it very clear which positions supervise others.
- **Job Descriptions** – Several employees expressed concerns that additional duties have been added to classifications over the years that are not represented in the job title or job descriptions. Furthermore, the job descriptions do not adequately explain the differences between positions.



- **Career Path** – Many respondents stated that they do not believe there are opportunities for career advancement. Promotions can often be difficult to obtain—as the senior level positions are occupied. Therefore, more tiers or levels within a job family would provide more opportunities to grow in responsibility and receive appropriate pay increases.

3.4 RECRUITMENT AND RETENTION

Employees stated that the District has noticeable recruitment and retention issues in the following areas/positions (in alphabetical order):

- Chemist;
- Laboratory Supervisor;
- HR positions;
- Water Distribution; and
- Water and Wastewater Plant Operators.

Employees believed some of the biggest competitors for quality candidates are (in alphabetical order):

- Charlotte County;
- City of North Port;
- City of Punta Gorda; and
- Sarasota County.

3.5 SUMMARY

Many of the concerns that are reported above are common issues that exist in many organizations today, with some being unique to the District. As with any organization, employees' perceptions of weaknesses in certain areas related to the current compensation and classification system could provide insight for areas of improvement, but are by no means the only source of assessing the District's system. Certainly, with the District's engagement of Evergreen to conduct this study, and this employee outreach, its commitment to understanding and seeking improvement in these areas is commendable.



Chapter 4 – Market Summary

This chapter provides a market analysis comparing the District's pay plan (salary ranges) and benefits to those at peer organizations. The data from targeted market peers were used to evaluate the overall compensation and benefits at the District at the time of this study. It is important to note that the market comparisons contained herein do not translate at the individual level and are instead used to provide an overall analysis. The utilized methodology is not intended to evaluate salaries paid to individuals. An employee's total compensation (salary and benefits) is determined through a combination of factors, which could include: the market conditions for a job, geographic location of the organization, the candidate's prior education and experience, and/or an individual's negotiation skills during the hiring process.

It should be noted that market comparisons are best thought of as a snapshot of current market conditions. In other words, market conditions can change; therefore, these market survey findings will be helpful for the District to remain current with its peers under the present market conditions.

4.1 SALARY SURVEY RESULTS

Evergreen collected pay range information from target organizations utilizing a salary survey tool. The development of this tool included all classifications in the District. The job title, a description of assigned duties, and the education and experience requirements for each classification were provided in the survey tool so that peers could determine if the position existed within their organization.

Evergreen received concurrence from the District's project team regarding the targets to which the survey was provided. Several factors were utilized when developing this peer list, including geographic proximity to the District, similar service offerings, organization size, and relative population being served by the organization. Data were analyzed with adjustments for cost of living. **Exhibit 4A** provides the list of 19 peer organizations from which data were collected for 35 classifications from which salary range data were collected.



**EXHIBIT 4A
MARKET PEERS**

Market Peers
Big Bend Water Authority
Charlotte County Utilities
Clay County Water Authority
Florida Keys Aqueduct Authority
Fort Pierce Utilities Authority
Lake County Water Authority
Lakeland Water Utilities
North Port Utilities
Northwest Florida Water Management District
Peace River Manasota Regional Water Supply Authority
Sarasota County Utilities
Seacoast Utility Authority
South Florida Water Management District
Southwest Florida Water Management District
St. Johns River Water Management District
Suwannee River Water Management District
Tampa Bay Water
Toho Water Authority
City of Fort Myers
City of Naples
City of Punta Gorda
City of Sarasota Utilities
City of Venice Utilities

*Bold indicates salary range data collected for peer

The District expressed a desire to examine its pay plan overall as compared to a lead market position (65th percentile). To determine the position of the existing structure, Evergreen compared the District’s 2021 salary ranges for the surveyed classifications to 65th percentile market position. It is important to note that data in the subsequent exhibits reflect the 65th percentile of the salary ranges reported by each peer for a given surveyed classification. The market range data presented in this chapter were not the sole criteria for the proposed pay ranges in the next chapter. Some classifications’ proposed grade assignments vary from their associated market range due to the other factors, such as the results of an internal hierarchy assessment. More detail on this analysis is provided in **Chapter 5**.



Exhibit 4B contains the following information:

- The market salary range information for each classification. This indicates the percent differentials (to the District’s existing salary ranges).
 - A positive differential indicates the District pay range for these positions was above the targets’ 65th percentile for that classification at the minimum, midpoint, or maximum.
 - A negative differential indicates the District’s pay range was below the 65th percentile for that classification.
 - The final row provides the average percent differentials for the ranges’ minimum, midpoint, and maximum for all benchmarked classifications. This represents an average of all classifications’ differentials.
- The survey average range width. This provides the average range width for each classification surveyed determined by the average minimum and average maximum salaries of the respondents, relative to the minimum. The average range width for all the classifications is provided in the final row. The number of responses collected for each classification is provided in the final column, and the average number of responses for all the classifications is provided in the final row.



EXHIBIT 4B
SALARY SURVEY SUMMARY—65TH PERCENTILE

Classification	Survey Minimum		Survey Midpoint		Survey Maximum		Survey Avg Range	# Resp.
	65th Percentile	% Diff	65th Percentile	% Diff	65th Percentile	% Diff		
Accounting Clerk	\$36,687.16	-0.7%	\$47,410.88	-10.2%	\$58,134.59	-13.6%	55.7%	6
Accounting Manager	\$73,659.95	-37.8%	\$94,323.00	-39.1%	\$117,166.65	-37.9%	56.2%	7
Administrative Assistant	\$37,651.13	12.4%	\$47,711.84	4.9%	\$57,943.23	0.6%	59.3%	13
Administrator	\$122,627.19	-30.5%	\$174,186.84	-42.2%	\$219,193.73	-46.1%	66.3%	7
Backflow Prevention Specialist	\$44,000.77	-18.8%	\$57,093.67	-28.6%	\$70,186.56	-32.2%	55.7%	3
Chemist	\$52,404.20	-13.5%	\$67,177.78	-17.9%	\$81,951.35	-17.7%	53.4%	5
Construction Coordinator	\$54,805.43	-15.7%	\$72,960.66	-22.9%	\$91,115.88	-22.9%	61.3%	3
Customer Service Manager	\$71,957.21	-22.8%	\$93,614.55	-30.8%	\$116,646.82	-35.7%	59.3%	7
Customer Service Representative	\$33,664.82	13.0%	\$43,337.03	3.0%	\$53,967.52	2.8%	55.7%	10
Electrician	\$49,215.79	-2.9%	\$62,068.62	2.8%	\$76,522.71	4.2%	59.0%	12
Engineer in Training	\$53,542.78	-0.2%	\$70,793.97	-6.9%	\$88,045.15	-2.3%	59.1%	3
Finance Director	\$99,525.53	-16.6%	\$127,024.92	-25.6%	\$161,291.08	-23.8%	61.0%	11
GIS Specialist	\$41,093.60	5.0%	\$52,095.57	0.1%	\$63,771.91	-3.0%	59.9%	5
Human Resource Director	\$103,883.31	-20.8%	\$137,106.22	-33.1%	\$168,030.49	-27.8%	65.3%	13
Human Resources Coordinator	\$50,560.75	-	\$80,702.23	-	\$107,056.33	-	74.0%	4
Information Systems Technician	\$47,090.39	-8.6%	\$58,840.54	-12.1%	\$70,590.68	-13.2%	52.5%	3
Inventory Specialist	\$38,051.51	7.6%	\$47,654.89	1.3%	\$58,357.01	-1.9%	51.0%	4
Laboratory Supervisor	\$63,216.60	-29.8%	\$80,764.22	-32.9%	\$98,382.33	-30.4%	59.3%	4
Purchasing Manager	\$79,663.86	-60.5%	\$101,603.28	-67.9%	\$123,542.71	-71.8%	67.1%	8
Purchasing Specialist	\$47,479.30	-14.5%	\$59,726.13	-21.2%	\$71,763.36	-22.5%	57.5%	12
Senior Utility Billing Clerk	\$42,146.84	-2.6%	\$53,203.45	-9.7%	\$64,260.05	-11.5%	52.3%	3
Technical/Operations Support Manager	\$75,363.00	-2.9%	\$94,497.29	3.7%	\$117,238.82	8.0%	58.4%	4
Utility Billing Clerk	\$38,069.10	0.7%	\$47,786.29	-6.8%	\$57,503.49	-3.5%	51.5%	4
Utility Systems Locator	\$39,632.91	5.7%	\$50,725.36	-4.4%	\$61,325.01	-6.6%	56.3%	3
Wastewater Operations Lead Operator	\$55,942.83	5.8%	\$72,614.74	0.7%	\$89,286.65	-1.4%	56.2%	3
Wastewater Operations Manager	\$78,000.84	-20.5%	\$104,672.33	-30.0%	\$130,400.84	-20.5%	59.2%	4
Water Distribution Foreman	\$51,324.93	-9.2%	\$63,453.86	-9.0%	\$75,582.79	-4.3%	53.5%	3
Water Operations Lead Operator	\$54,601.30	8.3%	\$70,971.88	3.0%	\$87,342.45	0.8%	56.5%	3
Water Operations Manager	\$75,034.46	-16.7%	\$96,840.80	-22.3%	\$118,716.76	-11.1%	55.9%	4
Water Plant Operator "B"	\$44,475.37	-5.8%	\$57,575.91	-17.1%	\$69,779.49	-19.5%	53.7%	13
Water Plant Operator "C"	\$40,572.79	-8.7%	\$52,895.36	-17.8%	\$64,676.88	-20.0%	56.0%	11
Water Plant Operator Trainee	\$36,231.72	-2.3%	\$46,874.14	-12.2%	\$56,040.63	-14.2%	56.3%	9
WRF Plant Operator "B"	\$48,932.86	-15.4%	\$59,871.16	-20.9%	\$72,263.57	-22.9%	52.1%	6
WRF Plant Operator "C"	\$44,460.51	-17.8%	\$54,539.34	-20.8%	\$66,821.38	-23.2%	50.6%	6
WRF Plant Operator Trainee	\$40,232.52	-12.7%	\$49,985.74	-18.6%	\$59,738.96	-20.5%	54.3%	5
Overall Average		-10.3%		-16.5%		-16.6%	57.5%	6.3

Market Minimums

A starting point of the analysis was to compare the peer’s market minimum for each classification to the District’s range minimums. Market minimums are generally considered an entry level salary for employees who meet the minimum qualifications of a classification. Employees with salaries at or near the range minimums typically have not mastered the job and probably have not acquired the skills and experience necessary to be fully proficient in their classification.

As Exhibit 4B illustrates for surveyed classifications, the District was, on average, approximately 10.3 percent below the 65th percentile at the minimum of the respective salary ranges.



Market Midpoints

Market midpoints are important to consider because they are commonly recognized as the salary point at which employees are fully proficient in satisfactorily performing their work. As such, midpoint is often considered as the salary point at which a fully proficient employee could expect his or her salary to be placed.

As **Exhibit 4B** illustrates for the benchmarked classifications, the District was, on average, approximately 16.5 percent below the 65th percentile of the midpoint of the respective salary ranges.

Market Maximums

In this section, salary range maximums are compared to the peers' average of maximums for each benchmarked classification. The market maximum is significant as it represents the upper limit salary that an organization might provide to retain and/or reward experienced and high performing employees. Additionally, being competitive at the maximum allows organizations to attract highly qualified individuals for in-demand classifications.

As **Exhibit 4B** illustrates for the surveyed classifications, the District was, on average, approximately 16.6 percent below the 65th percentile of the maximum of the respective salary ranges.

4.2 SALARY SURVEY SUMMARY

It should again be noted that the standing of a classification's pay range compared to the market is not a definitive assessment of an individual employee's salary being equally above or below market. A salary range does, however, speak to the District's general ability to recruit and retain talent over time. If a range minimum is significantly lower than the market would offer, the District could find itself losing out to its market peers when it seeks to fill a position. It is equally true that range maximums lower than the market maximums may serve as a disincentive for experienced employees to remain at the District. From the analysis of the data gathered and discussed above, the surveyed classifications' ranges were generally found to be below the District's desired market position.

4.3 BENEFITS SURVEY RESULTS

In addition to the salary survey, Evergreen conducted a benefit survey to compare the District's current employee benefits to those of its peers. The information provided in this section is a result of the analysis of the current benefits at the District and at each peer organization, which are subject to change. Benefit plans have intricacies that are not represented in this chapter; therefore, the data provided should not be used independently as a line-by-line comparison of benefits. It should also be noted that benefits are usually negotiated and acquired through third parties, so one-to-one comparisons can be difficult. The analysis below highlights the results of the benefits survey. Data were requested from



the same peers contacted for the salary survey and subsequently collected from the eleven peer organizations identified in **Exhibit 4C**.

**EXHIBIT 4C
MARKET PEERS**

Market Peers
Charlotte County Utilities
Florida Keys Aqueduct Authority
Fort Pierce Utilities Authority
Lakeland Water Utilities
North Port Utiliites
South Florida Water Management District
Southwest Florida Water Management District
St. Johns River Water Management District
Suwannee River Water Management District
City of Naples
City of Venice Utilities

Employee Health Plans

Exhibit 4D shows the number of health plans provided to current employees by the responding peers and the District. The average number of health plans provided (any combination of PPO, HMO, POS, or HDHP) was 2.3 based on the market data. The District offered two PPO (Preferred Provider Organization) plans and two HMO (Health Maintenance Organization) plans. Subsequent comparisons will be based on peers’ PPO and HMO plans.

**EXHIBIT 4D
NUMBER OF HEALTH PLANS**

Number of Plans	Peer Average	Englewood Water District
Number of health plans offered	2.3	4

Premiums and Deductibles

It is important to note that while the District does not pay for a specific benefit, the District does provide employees a pay additive of \$530.84 per pay period (\$1,061.68 monthly) to use toward any pretax benefits of their choice. If the employee uses more than their pay additive, then any additional amount comes out of their paycheck pretax. Any remaining pay additive that is not used toward a specific benefit is applied toward an employee’s deferred retirement plan (see the Retirement section).



Exhibit 4E displays information regarding the PPO health plans of peers compared to the District’s plan. Compared to their peers, the District’s in network and out of network deductibles for the District’s medical plan were much lower compared to peers. **Exhibit 4F** displays information regarding the HMO health plans of peers compared to the District’s plan. Compared to their peers, one of the District’s in network and out of network deductibles for the District’s medical plan were higher compared to peers; however, the District’s other HMO plan has no deductibles. Additionally, for all medical plans, the pay additive, should the employee choose to apply to toward their medical premium, helps substantially with the cost of medical premiums.

**EXHIBIT 4E
PPO HEALTH PLAN
PREMIUMS AND DEDUCTIBLES**

Premium Paid by Employee for:	Peer PPO Average	Englewood Water District
Percentage of peers offering each plan	63.6%	Yes; 2
Employee coverage	\$65.97	\$797.69*
Employee + Child	\$466.26	\$1,467.85*
Employee + Spouse	\$478.69	\$1,898.49*
Employee + Family	\$552.74	\$2,488.76*

Premium Paid by Employer for:	Peer PPO Average
Employee coverage	\$854.28
Employee + Child	\$1,401.32
Employee + Spouse	\$1,415.84
Employee + Family	\$1,587.05



**EXHIBIT 4E (CONTINUED)
PPO HEALTH PLAN
PREMIUMS AND DEDUCTIBLES**

Deductibles	Peer PPO Average	Englewood Water District
Individual Maximum In Network	\$777.78	\$250.00
Individual Maximum Out of Network	\$1,608.33	\$625.00
Employee + Child Maximum In Network	\$1,394.44	\$750.00
Employee + Child Maximum Out of Network	\$2,508.33	\$1,875.00
Employee + Spouse Maximum In Network	\$1,394.44	\$7,750.00
Employee + Spouse Maximum Out of Network	\$2,508.33	\$1,875.00
Employee + Family Maximum In Network	\$2,260.00	\$750.00
Employee + Family Maximum Out of Network Network	\$2,550.00	\$1,875.00

*Employees can use the District's pay additive to pay for premiums.



**EXHIBIT 4F
HMO HEALTH PLAN
PREMIUMS AND DEDUCTIBLES**

Premium Paid by Employee for:	Peer HMO Average	Englewood Water District
Percentage of peers offering each plan	27.3%	Yes; 2
Employee coverage	\$46.51	\$540.67*
Employee + Child	\$250.73	\$994.85*
Employee + Spouse	\$301.88	\$1,286.81*
Employee + Family	\$461.33	\$1,686.87*

Premium Paid by Employer for:	Peer HMO Average
Employee coverage	\$741.38
Employee + Child	\$1,262.30
Employee + Spouse	\$1,297.18
Employee + Family	\$1,516.41

Deductibles	Peer HMO Average	Englewood Water District
Individual Maximum In Network	\$500.00	\$2,000**
Individual Maximum Out of Network	n/a	n/a
Employee + Child Maximum In Network	\$1,000.00	\$6,000*
Employee + Child Maximum Out of Network	n/a	n/a
Employee + Spouse Maximum In Network	\$1,000.00	\$6,000*
Employee + Spouse Maximum Out of Network	n/a	n/a
Employee + Family Maximum In Network	\$1,000.00	\$6,000*
Employee + Family Maximum Out of Network Network	n/a	n/a

*Employees can use the District’s pay additive to pay for premiums.

**Deductibles for one HMO plan are displayed. The other HMO plan has no deductibles.



Other Insurance Plans

Exhibit 4G displays information from the responding peers regarding the cost to the employee for dental plans. While the dental premiums for District employees are higher compared to peer organizations, District employees can use their pay additive toward this benefit.

**EXHIBIT 4G
DENTAL PLANS**

Dental Premiums	Peer Average	Englewood Water District
Offered?	90.9%	Yes
Average number of plans offered	1.6	2
Employer cost employee only	\$39.62	\$0.00
Employee cost employee only	\$6.83	\$45.45
Employer cost employee plus child	\$57.68	\$0.00
Employee cost employee plus child	\$24.66	\$125.15
Employer cost employee plus spouse	\$57.07	\$0.00
Employee cost employee plus spouse	\$22.58	\$90.89
Employer cost employee plus family	\$67.10	\$0.00
Employee cost employee plus family	\$39.97	\$172.60

*Rates from the District are averaged

Exhibit 4H displays information from the responding peers regarding the cost to the employee for vision plans. While the vision premiums for District employees are higher compared to peer organizations, District employees can use their pay additive toward this benefit.



**EXHIBIT 4H
VISION PLANS**

Vision Premiums	Peer Average	Englewood Water District
Offered?	90.9%	Yes
Average number of plans offered	1.3	1
Employer cost employee only	\$4.11	\$0.00
Employee cost employee only	\$2.90	\$7.37
Employer cost employee plus child	\$6.77	\$0.00
Employee cost employee plus child	\$6.36	\$14.02
Employer cost employee plus spouse	\$5.96	\$0.00
Employee cost employee plus spouse	\$7.00	\$14.76
Employer cost employee plus family	\$8.43	\$0.00
Employee cost employee plus family	\$9.91	\$22.01

Exhibit 4I displays the percentage of responding peers who provided short- and long-term disability insurance. Like the District, 27.3 percent of peers offered employer paid short-term disability to its employees, with comparable benefit rates of 60.0 percent. Also like the District, 54.5 percent of peers offered employer paid short-term disability. The amount of disability benefit offered by peers was slightly higher (64.6 percent) compared to the District (60.0 percent).

**EXHIBIT 4I
DISABILITY INSURANCE**

Disability Insurance		Peer Percentage Offered	Percent of salary employee receives
Short-Term Disability	Peer Employer Paid	27.3%	64.6%
	Englewood Water District	Yes	60.0%
	Peer Employee Paid	45.5%	61.6%
	Englewood Water District	No	n/a
Long-Term Disability	Peer Employer Paid	54.5%	60.0%
	Englewood Water District	Yes	60.0%
	Peer Employee Paid	45.5%	60.0%
	Englewood Water District	No	n/a



Life Insurance

Employer-paid life insurance was provided by all peers, as well as the District. All of the peers, as well as the District, offered accidental death insurance, and most peers also offered dependent coverage and the option to purchase additional life insurance. The death benefit offered by peers varied based on salary and age. The District offered a death benefit equivalent to one times the employee’s salary.

**EXHIBIT 4J
LIFE INSURANCE**

Life Insurance	Peer Average	Englewood Water District
Employer-paid life insurance offered?	100.0%	Yes
Dollar amount of death benefit	varies	varies
Optional dependent coverage offered?	90.9%	Yes
Can the employee purchase (additional) life insurance if desired?	90.9%	Yes
Accidental death insurance provided?	100.0%	Yes

Tuition Reimbursement

Tuition reimbursement for employees is provided by 54.5 percent of peers, with the amount of reimbursement varying depending on grade achieved and level of courses pursued. At the time of this study, the District did not offer a formal tuition reimbursement program, but does allow job-related education by either the District paying for it directly or reimbursing the employee. This benefit is subject to the Administrator’s approval.

Employee Leave and Holidays

Exhibit 4K provides the average accrual rates for sick, annual/vacation, and paid time off (PTO/single leave pool for sick and annual/vacation leave) for employees for peers and the District. The District, and 9.1 percent of its peers, offered paid time off to its employees. The accrual rates between the District and the peer were similar across the board, although it takes a District employee 30 years of service to reach the maximum accrual rate compared to 20 years of service at the peer organization. The District also offered two personal days to its employees. All other peers offered separate sick and annual/vacation leave, with those rates displayed in **Exhibit 4K**.



**EXHIBIT 4K
LEAVE TIME ACCRUAL**

Leave Accrual	Organization	Offered?	Minimum Accrual Rate in Hours (Monthly)	Years of service to accrue the minimum rate	Maximum Accrual Rate in Hours (Monthly)	Years of service to accrue the maximum rate	Absolute Maximum Accrual in Hours for a Year
Sick Leave	Peer Average Offered	90.9%	7.9	0.0	7.9	0.0	1040.0
	Englewood Water District	No	–	–	–	–	–
Annual/Vacation Leave	Peer Average Offered	90.9%	7.8	0.0	15.0	13.1	317.3
	Englewood Water District	No	–	–	–	–	–
Paid Time Off	Peer Average Offered	9.1%	13.3	0.0	22.7	20.0	520.0
	Englewood Water District	Yes	13.4	0.0	26.7	30.0	260.0

Retirement Plan Benefits

Exhibit 4L displays the number of retirement plans provided and offered to employees, including the Florida Retirement System (FRS) plan, Defined Contribution plans, and Deferred Compensation plans. Among the peers, 81.8 percent provided their employees the FRS pension plan with an employer contribution averaging 10.0 percent, a vesting period averaging 8 years, and a required employee contribution averaging 3.0 percent. The District also offered FRS to its employees and has similar contribution rates. The average vesting time varies for employees.

Unlike the District, 18.2 percent of peers offered Defined Contribution retirement plans to their employees. On the other hand, the District and 9.1 percent of peers offered a Deferred Contribution retirement plan to their employees.

**EXHIBIT 4L
RETIREMENT**

Number of Plans	Peer Average	Englewood Water District
Number of retirement plans offered	2.1	2

Plan Type	Organization	Percentage Offered	Years to Fully Vest	Average Employer Contribution	Average Employee Contribution
FRS	Peer Average	81.8%	8.0	10.0%	3.0%
	Englewood Water District	Yes	varies	10.0%	3.0%
Defined Contribution (non-FRS)	Peer Average	18.2%	3.0	7.0%	–
	Englewood Water District	No	–	–	–
Deferred Contribution	Peer Average	9.1%	n/a	n/a	varies
	Englewood Water District	Yes	n/a	n/a	varies



4.4 BENEFITS SURVEY SUMMARY

The peer benefit data summarized in this chapter indicate that the District’s benefit offerings for current employees were, overall, competitive with its peers. For instance, the medical deductibles, paid time off accrual rates, and employer contribution to retirement were competitive with peers. Additionally, the pay additive and additional benefits offerings overall contribute to a competitive benefits package for the District.

4.5 MARKET SUMMARY

It should again be noted that the standing of a benchmark’s pay range compared to either of the District’s desired market positions is not a definitive assessment of an individual employee’s salary being equally above or below market. The pay range does, however, speak to the District’s general ability to recruit and retain talent over time. If a range minimum is significantly lower than the market would offer, the District could find itself losing out to its market peers when it seeks to fill a position. It is equally true that range maximums lower than the market maximums may serve as a disincentive for experienced employees to remain at the District.

From the analysis of the data gathered in the external assessment discussed above, the District’s pay plans were found to be below its desired market position. When comparing employee benefits; however, the District was found to be, overall, competitive with its benefits offerings. All study findings and subsequent recommendations can be found in **Chapter 5** of this report.



Chapter 5 - Recommendations

The analysis of the District's classification and compensation system revealed some areas of opportunity for improvement. Evergreen focused primarily on developing more competitive pay plans, as well as reviewing and making recommendations to the classification structure. Study recommendations, as well as the findings that led to each, are discussed in this chapter.

5.1 CLASSIFICATION SYSTEM

An organization's classification system establishes how its human resources are employed to perform its core services. The classification system consists of the titles and descriptions of the different classifications, or positions, which define how work is organized and assigned. It is essential that the titles and descriptions of an organization's classifications accurately depict the work being performed by employees in the classifications to ensure equity within the organization and to enable comparisons with positions at peer organizations. The purpose of a classification analysis is to identify such issues as incorrect titles and inconsistent titles across departments.

In the analysis of the District's classification system, Evergreen collected classification data through the Job Assessment Tool (JAT) and Management Issues Tool (MIT) processes. The JATs, which were completed by employees and reviewed by their supervisors, provided information about the type and level of work being performed for each of the District's classifications. In addition, the MIT process provided supervisors an opportunity to provide specific recommendations regarding the pay or classification of positions in their areas. Evergreen reviewed and utilized the data provided in the JATs and MITs as a basis for the classification recommendations below.

FINDING

Overall, the classification system utilized by the District was sound. However, there were a few instances of titles for positions that could be modified to better reflect the tasks assigned to the position.

RECOMMENDATION 1: Revise the titles of some classifications to better reflect job duties.

Exhibit 5A provides a list of the recommended changes to the classification system. Not listed are minor changes (e.g., spelling out abbreviated words) or classifications that are not recommended to be changed. The foundation for these recommendations was the work performed by employees as described in their JATs, best practice in the Human Resources field, or unique needs which required a specific titling method.



**EXHIBIT 5A
PROPOSED CLASSIFICATION CHANGES**

Current Classification Title	Recommended Classification Title
*New title	Customer Service Representative II
Accountant	Accounting Manager
Customer Service Representative	Customer Service Representative I
Human Resource Coordinator	Human Resources Manager
Purchasing Specialist	Purchasing Manager
Wastewater Collections Foreman 2	Wastewater Collections Foreman
Wastewater Workman 3	Wastewater Maintenance Technician
Wastewater Workman 4	Wastewater Maintenance Technician
Water Distribution 3 (Lead Meter Reader)	Meter Reader
Water Distribution Foreman 2	Water Distribution Foreman
Water Distribution Workman 4	Meter Reader
Water Distribution Workman 4	Water Distribution Maintenance Technician
Water Plant Workman 4	Water Plant Maintenance Technician

FINDING

When comparing the District’s current job descriptions to the work described by employees in the JATs, Evergreen noted some tasks that were missing from the current job descriptions. This can happen over a period of time if the descriptions are not reviewed and updated on a regular basis. Some tasks in one classification are often reassigned to another classification. As such, these changes make it necessary that the District continues to update its job descriptions annually to ensure each job description accurately reflects the work performed.

RECOMMENDATION 2: Revise all job descriptions to include updated classification information provided in the JAT, and review job descriptions annually for accuracy.

The process of reviewing and updating the District’s job descriptions, as well as comments received from employees and supervisors during outreach, revealed that the descriptions did not, in some cases, accurately reflect current work performed. To minimize this becoming a concern again in the future, Evergreen recommends a regular review of these descriptions, including FLSA status determinations.

A review of the employee’s assigned job classification (description) should occur at least annually. Review of the FLSA determination for exempt or non-exempt status as well as other aspects of the job, (such as physical requirements required to perform essential functions) will also ensure consistent, continuous compliance with the Americans with Disabilities Act (ADA) protection. At the time of this report, Evergreen was in the process of revising the job descriptions for all classifications. The descriptions will be provided to the District under separate cover.



5.2 COMPENSATION SYSTEM

The compensation system analysis consisted of two parts: an external market assessment and an internal equity assessment. During the external market assessment, the District's pay ranges for selected benchmark classifications were compared to the average of the identified market. Details regarding the external market assessment were provided in **Chapter 4** of this report.

During the internal equity assessment, consideration of the relationships between positions and the type of work being performed by the District employees were reviewed and analyzed. Specifically, a composite score was assigned to each of the classifications that quantified the classification's level of five separate compensatory factors (leadership, working conditions, complexity, decision-making, and relationships). The level for each factor was determined based on responses to the JAT. The results of both analyses were utilized when developing the recommendations below.

FINDING

The District's salary ranges were overall found to be behind the market at the minimum, midpoint, and maximum of the District's desired competitive market position. Implementing a revised competitive pay structure (pay plans) would provide the District with an improved ability to attract, hire and retain employees.

RECOMMENDATION 3: Revise the District's pay plans; slot all classifications into the plans based on external and internal equity; and implement by transitioning employees' salaries into the plans.

Exhibit 5B shows the revised open-range pay plan for non-exempt employees. This plan has 14 pay grades, with uniform range spreads of 60 percent. **Exhibit 5C** shows the revised open-range pay plan for exempt employees. This plan has seven pay grades, with uniform range spreads of 65 percent.



**EXHIBIT 5B
PROPOSED NON-EXEMPT PAY PLAN**

Grade	Minimum	Midpoint	Maximum	Range Spread
101	\$35,500.00	\$46,150.00	\$56,800.00	60.0%
102	\$37,901.97	\$49,272.56	\$60,643.15	60.0%
103	\$39,797.07	\$51,736.19	\$63,675.31	60.0%
104	\$42,582.86	\$55,357.72	\$68,132.58	60.0%
105	\$45,563.66	\$59,232.76	\$72,901.86	60.0%
106	\$48,753.12	\$63,379.05	\$78,004.99	60.0%
107	\$52,165.84	\$67,815.59	\$83,465.34	60.0%
108	\$55,817.44	\$72,562.68	\$89,307.91	60.0%
109	\$59,724.67	\$77,642.07	\$95,559.46	60.0%
110	\$63,905.39	\$83,077.01	\$102,248.63	60.0%
111	\$68,378.77	\$88,892.40	\$109,406.03	60.0%
112	\$73,165.28	\$95,114.87	\$117,064.45	60.0%
113	\$78,286.85	\$101,772.91	\$125,258.97	60.0%
114	\$83,766.93	\$108,897.01	\$134,027.09	60.0%

**EXHIBIT 5C
PROPOSED EXEMPT PAY PLAN**

Grade	Minimum	Midpoint	Maximum	Range Spread
201	\$53,738.61	\$71,203.66	\$88,668.71	65.0%
202	\$60,187.24	\$79,748.10	\$99,308.95	65.0%
203	\$67,409.71	\$89,317.87	\$111,226.03	65.0%
204	\$75,498.88	\$100,036.01	\$124,573.15	65.0%
205	\$84,558.74	\$112,040.33	\$139,521.93	65.0%
206	\$94,705.79	\$125,485.17	\$156,264.56	65.0%
207	\$106,070.49	\$140,543.40	\$175,016.30	65.0%



Evergreen slotted each proposed classification into the appropriate pay range in each pay plan. Both internal and external equity were analyzed when slotting the classifications. Assigning pay grades to classifications requires a balance of internal equity, desired market position, and recruitment and retention concerns. Thus, market range data shown in **Chapter 4** were not the sole criteria for the proposed pay ranges. Some classifications’ grade assignments varied from their associated market range due to the other factors mentioned above. **Exhibit 5D** shows the proposed pay grades for classifications in the non-exempt plan, and **Exhibit 5E** shows the proposed pay grades for classifications in the exempt pay plan.

**EXHIBIT 5D
PROPOSED PAY GRADES
NON-EXEMPT PAY PLAN**

Classification Title	Proposed Pay Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Water Plant Operator Trainee	102	\$ 37,901.97	\$ 49,272.56	\$ 60,643.15
Accounting Clerk				
Backflow Prevention Technician				
Customer Service Representative I				
Meter Reader				
Meter Reader	103	\$ 39,797.07	\$ 51,736.19	\$ 63,675.31
Utility Billing Clerk				
Wastewater Maintenance Technician				
Wastewater Maintenance Technician				
Water Distribution Maintenance Technician				
Water Plant Maintenance Technician				
Customer Service Representative II				
Inventory Specialist	104	\$ 42,582.86	\$ 55,357.72	\$ 68,132.58
Wastewater Plant Operator C				
Water Plant Operator C				
Executive Assistant				
Senior Utility Billing Clerk				
Utility Systems Locator	105	\$ 45,563.66	\$ 59,232.76	\$ 72,901.86
Wastewater Plant Operator B				
Water Plant Operator B				
Chemist				
GIS Specialist	106	\$ 48,753.12	\$ 63,379.05	\$ 78,004.99
Information Systems Technician				
Electrician	107	\$ 52,165.84	\$ 67,815.59	\$ 83,465.34
Laboratory Supervisor				
Construction Coordinator				
Engineer in Training	108	\$ 55,817.44	\$ 72,562.68	\$ 89,307.91
Wastewater Collections Foreman				
Water Distribution Foreman				

**EXHIBIT 5E
PROPOSED PAY GRADES
EXEMPT PAY PLAN**

Classification Title	Proposed Pay Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Accounting Manager	202	\$ 60,187.24	\$ 79,748.10	\$ 99,308.95
Customer Service Manager				
Purchasing Manager				
Human Resources Manager	203	\$ 67,409.71	\$ 89,317.87	\$ 111,226.03
Wastewater Collections Manager				
Wastewater Plant Operator A				
Water Distribution Manager				
Water Plant Lead Operator A	204	\$ 75,498.88	\$ 100,036.01	\$ 124,573.15
Wastewater Operations Manager				
Water Operations Manager	206	\$ 94,705.79	\$ 125,485.17	\$ 156,264.56
Finance Director				
Technical Support Manager				
Administrator	207	\$ 106,070.49	\$ 140,543.40	\$ 175,016.30

After assigning pay grades to classifications, the next step was to develop appropriate methods (options) for transitioning employees' salaries into the new pay plan. This was done by establishing methods of calculating salaries in the proposed pay ranges and determining whether adjustments were necessary. Evergreen developed, recommended, and provided several options for implementing the proposed pay plan. For each method, approximate annualized salary (only) costs were also provided. At the time of this report, the District was evaluating the proposed method described below.

Current Range Penetration

In establishing the new pay plans, it is important that employee salaries are brought up to the new minimum. If any of the employees' salaries fell below the new minimum of their assigned pay grade, their salaries would be brought up to the new minimum. Next, calculations were performed to determine the percentage through the current range an employee's salary falls. The employee's recommended salary calculation will place their salary at the same percentage through the proposed range. All employees will receive at least a three percent increase.

Utilizing this approach, adjustments are recommended for 78 general employees with an approximate total annualized cost of **\$653,827**. These are the approximate costs for salary adjustments (only) and do not include the associated costs for employee benefits.



5.3 SYSTEM ADMINISTRATION

The District's compensation system will continue to require periodic maintenance. The recommendations provided to improve the competitiveness of the plan were developed based on conditions at the time the data were collected. Without proper upkeep, the potential for recruitment and retention issues may increase as the compensation system becomes dated and less competitive.

RECOMMENDATION 4: Conduct small-scale salary surveys as needed to assess the market competitiveness of hard-to-fill classifications and/or classifications with retention issues, and make changes to pay grade assignments if necessary.

While it is unlikely that the pay structure (plans) in total will need to be adjusted for several years, a small number of classifications' pay grades may need to be reassigned more frequently. If the District is experiencing difficulty high turnover or challenges with recruiting one or more classifications, the District should collect salary range data from peer organizations to determine whether an adjustment is needed for the pay grade of the classification(s).

RECOMMENDATION 5: Conduct a comprehensive classification and compensation study every three to five years, subject to budget constraints and as market conditions are warranted.

Small-scale salary surveys can improve the market position of specific classifications, but it is recommended that a full classification and compensation study be conducted every three to five years to preserve both internal and external equity. Changes to classification and compensation do occur, and while the increments of change may seem minor, they can compound over time. A failure to react to these changes quickly has the potential to place the District in less than desirable position for recruiting and retaining quality employees.

RECOMMENDATION 6: Review and revise, as appropriate, existing pay practice guidelines including those for determining salaries of newly hired employees, progressing employee salaries through the pay plans and determining pay increases for employees who have been promoted to a different classification.

The method of moving salaries through the pay plan and setting new salaries for new hires, promotions, and transfers depends largely on an organization's compensation philosophy. It is important for the District to have established guidelines for each of these situations, and to ensure that they are followed consistently for all employees. Common practices for progressing and establishing employee salaries are outlined below.

New Hire Salaries

Typically, an employee holding the minimum education and experience requirements for an existing classification is hired at or near the classification's pay grade minimum. Sometimes, for recruiting purposes an organization might need to consider the ability to offer salaries to new employees that consider prior related experience. It is recommended that the District continue its current practices of establishing new hire salaries while preserving the internal equity of employees' salaries within each classification to the extent possible. Current



employees' salaries should be improved, to some degree with implementation of the new plans and the proposed potential adjustments to employees' salaries.

Salary Progression

There are several common methods for salary progression including cost of living adjustments (COLA)/across the board and performance-based. The District currently utilizes both methods to progress salaries. It is recommended that the District continuously evaluate its practices to progress employees' salaries and if necessary, make improvements to preserve equitable pay practices, particularly in the administration of the employee performance evaluation process.

5.4 SUMMARY

The recommendations in this chapter provide an update to the compensation and classification system for the District employees. Upon implementation, the District's competitiveness in the labor market will be improved and have a responsive compensation system for several years to come. While the upkeep of this will require work, the District will find that having a more competitive compensation system that enhances strong recruitment and employee retention is well worth this commitment.





FORT PIERCE UTILITIES AUTHORITY
"Committed to Quality"

AGENDA
FPUA Board Public Workshop
2017 Compensation Study
Wednesday, March 15, 2017 - 2:00 p.m.

Location: FPUA Admin. Conference Room
206 South 6th Street, Fort Pierce, Florida

MEETING TO ORDER

ROLL CALL AND DECLARATION OF A QUORUM.

1. Welcome and Introduction: Clay Lindstrom, Director of Utilities
2. FY 2017 Current Salary Structure: Lois Wolfe, Human Resources Manager
3. FY 2017 Salary and Wages Financial Impact: Nina Penick, Director of Financial Services
4. Compensation Study for FPUA: Ralph Parilla, Jr. of Parilla & Associates

Adjourn

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**Report on the Compensation Study
Conducted for Fort Pierce Utilities Authority**

Methodology

In the fourth quarter of 2016, Parilla & Associates conducted a study and analysis of the salary structure in place at Fort Pierce Utilities Authority. The initial phase of the study consisted of first reviewing the positions involved in the study. This was accomplished by reviewing the position descriptions. There are approximately 138 position that were included in the study and analysis.

As a part of the study, the consultant was asked to reduce the number of salary grades and to consolidate job titles wherever possible. To that end, the consultant met with all department heads to discuss the positions in their respective organizations and to determine which positions might be candidates for consolidation.

The consultant then obtained salary information on the positions being studied. Data was gathered from the following organizations:

Kissimmee Utilities Authority	City of Ocala
City of Bushnell	City of New Smyrna Beach
City of Daytona Beach	St. Lucie County
City of Gainesville	City of Leesburg
City of Tallahassee	City of Lakeland
Charlotte County	City of mount Dora
Indian River County	Palm Beach County
Polk County	

The consultant attempted to acquire salary range data from additional municipalities but was unable to because of the following reasons:

City of Bartow – The city has been conducting a pay study since 2014. The study is not yet complete and the old salary ranges are obsolete.

City of Fort Pierce – Current salary ranges date from 2005 and are obsolete.

City of Port St. Lucie – Recently conducted a salary study and the consultants recommended a broad-band approach to the salary ranges. The city did not accept the recommendation but did implement the salary grade minimums, but not the maximums.

City of Lake Worth – Currently going through a salary study and the results have not been accepted or implemented.

City of Clewiston – They never responded to the requests for salary range information.

In addition to gathering data from public sector municipalities, the consultant also researched private sector data for as many positions as possible, using a salary data base to which Parilla & Associates subscribes.

Job Title Consolidation

It must be noted that several departments had already initiated an effort to streamline and simplify their titling structures. The consultant recommends the retiring of the following titles:

Communications Program Manager – Consolidated with the Customer Solutions/Communications Manager position
Cashier – Replaced by Customer Solutions Representative
Customer Account Specialist – Consolidated with Customer Solutions Representative Sr.
Key Accounts Specialist – Consolidated with Customer Solutions Representative Sr.
Customer Service Technician – Consolidated with Customer Solutions Representative Sr.
Customer Service Project Coordinator – Eliminated
Billing Team Lead & QAA – Consolidated with Customer Solutions Supervisor
Call Center Team Lead – Consolidates into Customer Solutions Team Lead
Meter Installer & Remover II – Only one level of this position is necessary
Winch Truck Operator – Eliminated as incumbent retired and will not be replaced
Utilities Accountant II – Only one level of this position is necessary
Systems Programmer Analyst Architect – Title changed to Systems Programmer Analyst III
Engineering Coordinator – Consolidated with Projects Administrator
Collection Foreman – Consolidated into Water/Wastewater Foreman
Lift Station Foreman – Consolidated into Water/Wastewater Foreman
Cross Connection Control Foreman – Consolidated into Water/Wastewater Foreman
Utilities Locator Foreman – Consolidated into Water/Wastewater Foreman
Water Distribution Foreman – Consolidated into Water/Wastewater Foreman
Water Distribution Service Foreman – Consolidated into Water/Wastewater Foreman
Water Resources Maintenance Foreman – Consolidated into Water/Wastewater Foreman
Dispatcher – Changed to Systems Operator
Industrial Pretreatment Program Inspector I – Consolidated into Industrial Pretreatment Program Specialist
Industrial Pretreatment Program Inspector II – Consolidated into Industrial Pretreatment Program Specialist

Industrial Pretreatment Program Inspector III – Consolidated into Industrial Pretreatment Program Specialist
Accounting Technician II – Changed to Payroll Administrator

Employee Interviews

The consultant interviewed approximately 20 employees, in addition to the department heads and managers. The employees were selected by the managers of their respective work areas. In several cases, the employees who were selected had voiced some concern about the organization's salary policies and overall program.

The purpose of these interviews was to: 1) brief them on the status of the compensation study; 2) get their opinions on the organization's salary program; and 3) answer any questions that they had.

The concern that was voiced most frequently was that there was no way to progress through the salary range. The slight differentiation in allocation of increases (based on position in the salary grade) is insignificant and does not result in any real growth or movement through the salary range. Often, the salary ranges are adjusted for inflation, so any movement through the grade is offset by the salary range adjustment. The employees expressed dissatisfaction that they could never get to the salary grade midpoint, much less the salary grade maximum. Several employees also spoke highly of the benefits program, with specific positive comments about the pension plan and the healthcare program. There were also several positive comments about the organizational culture being a "family" environment. Some specific comments include:

- Can't hire people because of the pay. FPUA is not keeping up with the market.
- I'm happy with the compensation system
- No issues with the compensation system
- The benefits are great and make up for the low pay.
- The pay system is phenomenal
- Raises are stagnant
- There is no incentive in the pay system
- The pay system is great for new employees but not for older employees
- The company is forcing out old timers and replacing them with new people
- The company needs to initiate a system that is more like the private sector
- Cut the employee retirement contribution
- Dispatchers should make more than Linemen
- You have to threaten to quit in order to get a raise
- Competitors are paying amounts that we will never get
- You have to "bitch" about your money in order to get a raise
- No complaints about my personal compensation
- There are no incentives for employees to do better. Performance evaluations don't mean anything. Performance doesn't count.
- There are a lot of inequities regarding pay and time in the job
- There is no way to move up.

Results of Analysis

The consultant compiled the data from the sources noted above and compared the average salary range minimums and maximums with the salary grade minimums and maximums currently in place at Fort Pierce Utilities Authority. The results are as follows:

Public Sector Comparison – On average, the FPUA salary range minimums are 5.4% below the labor market averages. The FPUA salary range maximums are 4.6% below the labor market averages.

Private Sector Comparison – On average, the FPUA salary range minimums are 7.6% below the labor market averages. The FPUA salary range maximums are 7.4% below the labor market averages.

Recommendations

Recommendation 1- As a part of the study, the consultant was asked to reduce the number of salary grades. To this end, it is recommended that the old salary structure (Grades 13 – 35) be replaced with a new salary structure. The recommended structure features a 10% difference between grades, whereas the current structure maintains a 6.5% difference between grades. This recommended differential allows a reduction in the number of grades from 22 to 15. The recommended structure does have two unused grades (one at the low end of the structure and one at the high end of the structure) to allow for expansion. The implementation of the recommended salary structure will result in the FPUA salary range minimums being 0.9% below the labor market averages and the salary range maximums will be 3.1% above the labor market averages.

The recommended structure is as follows:

Grade	Minimum	Q1	Midpoint	Q3	Maximum
40	\$23,600 \$11.35	\$27,625 \$13.28	\$31,650 \$15.22	\$35,675 \$17.15	\$39,700 \$19.09
41	\$26,700 \$12.84	\$31,075 \$14.94	\$35,450 \$17.04	\$39,825 \$19.15	\$44,200 \$21.25
42	\$29,400 \$14.13	\$34,200 \$16.44	\$39,000 \$18.75	\$43,800 \$21.06	\$48,600 \$23.37
43	\$32,350 \$15.55	\$37,613 \$18.08	\$42,875 \$20.61	\$48,138 \$23.14	\$53,400 \$25.67
44	\$35,600 \$17.12	\$41,375 \$19.89	\$47,150 \$22.67	\$52,925 \$25.44	\$58,700 \$28.22
45	\$39,200 \$18.85	\$45,550 \$21.90	\$51,900 \$24.95	\$58,250 \$28.00	\$64,600 \$31.06

Grade	Minimum	Q1	Midpoint	Q3	Maximum
46	\$43,100 \$20.72	\$50,075 \$24.07	\$57,050 \$27.43	\$64,025 \$30.78	\$71,000 \$34.13
47	\$47,400 \$22.79	\$55,075 \$26.48	\$62,750 \$30.17	\$70,425 \$33.86	\$78,100 \$37.55
48	\$52,100 \$25.05	\$60,550 \$29.11	\$69,000 \$33.17	\$77,450 \$37.24	\$85,900 \$41.30
49	\$57,400 \$27.60	\$66,925 \$32.18	\$76,450 \$36.75	\$85,975 \$41.33	\$95,500 \$45.91
50	\$63,100 \$30.34	\$73,575 \$35.37	\$84,050 \$40.41	\$94,525 \$45.44	\$105,000 \$50.48
51	\$69,400 \$33.37	\$80,925 \$38.91	\$92,450 \$44.45	\$103,975 \$49.99	\$115,500 \$55.53
52	\$76,300 \$36.68	\$88,975 \$42.78	\$101,650 \$48.87	\$114,325 \$54.96	\$127,000 \$61.06
53	\$83,900 \$40.34	\$97,850 \$47.04	\$111,800 \$53.75	\$125,750 \$60.46	\$139,700 \$67.16
54	\$92,300	\$107,650	\$123,000	\$138,350	\$153,700
55	\$101,500	\$118,375	\$135,250	\$152,125	\$169,000
56	\$111,650	\$130,213	\$148,775	\$167,338	\$185,900
57	\$122,815	\$143,236	\$163,658	\$184,079	\$204,500

The recommended ranges are approximately 65% from minimum to maximum, which is slightly more than the 60% ranges that are currently in place. The Q1 column shows the halfway point between the Minimum and the Midpoint, and the Q3 column shows the halfway point between the Midpoint and the Maximum.

Recommendation 2 – The positions within FPUA were assigned to salary grades using the labor market information gathered from the organizations noted above. Following the grade assignments, the consultant met with management from each organization and conducted “sore-thumbing” meetings. These meetings were intended to determine if any of the grade assignments stuck out like a sore thumb as being inappropriate. There were a few changes made as a result of the meetings. The structure that resulted is as follows:

Grade	Minimum	Q1	Midpoint	Q3	Maximum	Job Title
40	\$23,600 \$11.35	\$27,625 \$13.28	\$31,650 \$15.22	\$35,675 \$17.15	\$39,700 \$19.09	
41	\$26,700 \$12.84	\$31,075 \$14.94	\$35,450 \$17.04	\$39,825 \$19.15	\$44,200 \$21.25	Customer Solutions Representative Material/Warehouse Clerk Meter Reader Staff Assistant I
42	\$29,400 \$14.13	\$34,200 \$16.44	\$39,000 \$18.75	\$43,800 \$21.06	\$48,600 \$23.37	Billing Specialist Customer Solutions Representative Sr. Distribution Mechanic I Facilities Specialist I FPUAnet Account Specialist I Marketing & Retailer Mechanic I Meter Installer & Remover Staff Assistant II Warehouse Maintenance Specialist
43	\$32,350 \$15.55	\$37,613 \$18.08	\$42,875 \$20.61	\$48,138 \$23.14	\$53,400 \$25.67	Accounting Technician I Distribution Mechanic II Facilities Specialist II FPUAnet Account Specialist II Mechanic II Service Technician I
44	Minimum \$35,600 \$17.12	Q1 \$41,375 \$19.89	Midpoint \$47,150 \$22.67	Q3 \$52,925 \$25.44	Maximum \$58,700 \$28.22	Administrative Warehouse Coordinator Business Development Representative Customer Solutions Team Lead Distribution Mechanic III Drafting Technician Facilities Project Coordinator Help Desk Technician Inventory Buyer Specialist IT Procurement/Asset Administrator Mechanic III Meter Technician Payroll Administrator Plant Operator C Program Coordinator Records Management Technician Service Technician II

Grade	Minimum	Q1	Midpoint	Q3	Maximum	Job Title
44	\$35,600	\$41,375	\$47,150	\$52,925	\$58,700	T&D Coordinator
Con't	\$17.12	\$19.89	\$22.67	\$25.44	\$28.22	Utilities Inspector Utility Locator
45	\$39,200	\$45,550	\$51,900	\$58,250	\$64,600	Automotive Mechanic
	\$18.85	\$21.90	\$24.95	\$28.00	\$31.06	Construction/Maintenance Administrator Customer Solutions Supervisor Development Officer Education Coordinator Electronic SCADA Technician Engineering Technician I Executive Assistant GIS Technician I Lab Coordinator Meter Reader Foreman Motorshop Mechanic Plant Operator B
	Minimum	Q1	Midpoint	Q3	Maximum	Job Title
46	\$43,100	\$50,075	\$57,050	\$64,025	\$71,000	Administrative Supervisor
	\$20.72	\$24.07	\$27.43	\$30.78	\$34.13	Distribution Foreman Electronic Meter Technician Engineering Technician II Fleet Management Administrator GIS Technician II Human Resources Specialist IPP Specialist Instrument & Control Technician Mechanic Welder MOEC Manager Operator Mechanic Plant Foreman Plant Operator A Projects Administrator Service Foreman Utilities Accountant Water/Wastewater Foreman

Grade	Minimum	Q1	Midpoint	Q3	Maximum	Job Title
47	\$47,400	\$55,075	\$62,750	\$70,425	\$78,100	Contract Program Manager
	\$22.79	\$26.48	\$30.17	\$33.86	\$37.55	Industrial Pretreatment Program Supv.
						Purchasing Program Manager
						Safety Officer
						Senior Plant Operator
						Systems Programmer Analyst I
						Technical Support Specialist Utilities Services Supervisor
48	\$52,100	\$60,550	\$69,000	\$77,450	\$85,900	GIS Analyst
	\$25.05	\$29.11	\$33.17	\$37.24	\$41.30	Instrumentation Controls Specialist
						Lead Operator Mechanic
						Line Specialist
						Maintenance Supervisor
						Network Administrator
						Operations Supervisor
						Substation Relay SCADA Technician
						Systems Operator
						Systems Programmer Analyst II Utility Designer
49	\$57,400	\$66,925	\$76,450	\$85,975	\$95,500	Assistant Controller
	\$27.60	\$32.18	\$36.75	\$41.33	\$45.91	Customer Solutions/Communications Manager
						FPUAnet Communications Manager
						Network Engineer Systems Programmer Analyst III
50	\$63,100	\$73,575	\$84,050	\$94,525	\$105,000	Crew Supervisor
	\$30.34	\$35.37	\$40.41	\$45.44	\$50.48	Electrical Engineer
						Environmental Engineer
						Facilities Superintendent
						GIS Manager
						Lead Instrumentation Controls Specialist
						Network Supervisor Systems Analysis Supervisor

Grade	Minimum	Q1	Midpoint	Q3	Maximum	Job Title
51	\$69,400 \$33.37	\$80,925 \$38.91	\$92,450 \$44.45	\$103,975 \$49.99	\$115,500 \$55.53	Assistant Plant Manager Controller Human Resources Manager Operations Superintendent T&D Superintendent Wastewater Superintendent Water Distribution Superintendent Water Resources Superintendent
52	\$76,300 \$36.68	\$88,975 \$42.78	\$101,650 \$48.87	\$114,325 \$54.96	\$127,000 \$61.06	Gas Operations & Energy Services Manager
53	\$83,900 \$40.34	\$97,850 \$47.04	\$111,800 \$53.75	\$125,750 \$60.46	\$139,700 \$67.16	Information Technology Services Manager Plant Manager Supervising Engineer
54	\$92,300	\$107,650	\$123,000	\$138,350	\$153,700	
55	\$101,500	\$118,375	\$135,250	\$152,125	\$169,000	Director of Financial Services Director of Shared Services Director of Water/Wastewater Systems
56	\$111,650	\$130,213	\$148,775	\$167,338	\$185,900	Director of Electric & Gas Systems
57	\$122,815	\$143,236	\$163,658	\$184,079	\$204,500	

The departmental grade structures are as follows:

Executive

Grade	Minimum	Q1	Midpoint	Q3	Maximum	Job Title
40	\$23,600 \$11.35	\$27,625 \$13.28	\$31,650 \$15.22	\$35,675 \$17.15	\$39,700 \$19.09	
41	\$26,700 \$12.84	\$31,075 \$14.94	\$35,450 \$17.04	\$39,825 \$19.15	\$44,200 \$21.25	
42	\$29,400 \$14.13	\$34,200 \$16.44	\$39,000 \$18.75	\$43,800 \$21.06	\$48,600 \$23.37	
43	\$32,350 \$15.55	\$37,613 \$18.08	\$42,875 \$20.61	\$48,138 \$23.14	\$53,400 \$25.67	
44	\$35,600 \$17.12	\$41,375 \$19.89	\$47,150 \$22.67	\$52,925 \$25.44	\$58,700 \$28.22	
45	\$39,200 \$18.85	\$45,550 \$21.90	\$51,900 \$24.95	\$58,250 \$28.00	\$64,600 \$31.06	Executive Assistant
46	\$43,100 \$20.72	\$50,075 \$24.07	\$57,050 \$27.43	\$64,025 \$30.78	\$71,000 \$34.13	
47	\$47,400 \$22.79	\$55,075 \$26.48	\$62,750 \$30.17	\$70,425 \$33.86	\$78,100 \$37.55	Safety Officer
48	\$52,100 \$25.05	\$60,550 \$29.11	\$69,000 \$33.17	\$77,450 \$37.24	\$85,900 \$41.30	
49	\$57,400 \$27.60	\$66,925 \$32.18	\$76,450 \$36.75	\$85,975 \$41.33	\$95,500 \$45.91	Customer Solutions/Communications Manager
50	\$63,100 \$30.34	\$73,575 \$35.37	\$84,050 \$40.41	\$94,525 \$45.44	\$105,000 \$50.48	
51	\$69,400 \$33.37	\$80,925 \$38.91	\$92,450 \$44.45	\$103,975 \$49.99	\$115,500 \$55.53	
52	\$76,300 \$36.68	\$88,975 \$42.78	\$101,650 \$48.87	\$114,325 \$54.96	\$127,000 \$61.06	
53	\$83,900 \$40.34	\$97,850 \$47.04	\$111,800 \$53.75	\$125,750 \$60.46	\$139,700 \$67.16	

	Minimum	Q1	Midpoint	Q3	Maximum	Job Title
54	\$92,300	\$107,650	\$123,000	\$138,350	\$153,700	
55	\$101,500	\$118,375	\$135,250	\$152,125	\$169,000	Director of Financial Services Director of Shared Services Director of Water/Wastewater Systems
56	\$111,650	\$130,213	\$148,775	\$167,338	\$185,900	Director of Electric & Gas Systems
57	\$122,815	\$143,236	\$163,658	\$184,079	\$204,500	

Customer Solutions

Grade	Minimum	Q1	Midpoint	Q3	Maximum	Job Title
40	\$23,600 \$11.35	\$27,625 \$13.28	\$31,650 \$15.22	\$35,675 \$17.15	\$39,700 \$19.09	
41	\$26,700 \$12.84	\$31,075 \$14.94	\$35,450 \$17.04	\$39,825 \$19.15	\$44,200 \$21.25	Customer Solutions Representative
42	\$29,400 \$14.13	\$34,200 \$16.44	\$39,000 \$18.75	\$43,800 \$21.06	\$48,600 \$23.37	Billing Specialist Customer Solutions Representative Sr. Staff Assistant II
43	\$32,350 \$15.55	\$37,613 \$18.08	\$42,875 \$20.61	\$48,138 \$23.14	\$53,400 \$25.67	
44	\$35,600 \$17.12	\$41,375 \$19.89	\$47,150 \$22.67	\$52,925 \$25.44	\$58,700 \$28.22	Customer Solutions Team Lead
45	\$39,200 \$18.85	\$45,550 \$21.90	\$51,900 \$24.95	\$58,250 \$28.00	\$64,600 \$31.06	Customer Solutions Supervisor
46	\$43,100 \$20.72	\$50,075 \$24.07	\$57,050 \$27.43	\$64,025 \$30.78	\$71,000 \$34.13	
47	\$47,400 \$22.79	\$55,075 \$26.48	\$62,750 \$30.17	\$70,425 \$33.86	\$78,100 \$37.55	
48	\$52,100 \$25.05	\$60,550 \$29.11	\$69,000 \$33.17	\$77,450 \$37.24	\$85,900 \$41.30	
49	\$57,400 \$27.60	\$66,925 \$32.18	\$76,450 \$36.75	\$85,975 \$41.33	\$95,500 \$45.91	Customer Solutions/Communications Manager
50	\$63,100 \$30.34	\$73,575 \$35.37	\$84,050 \$40.41	\$94,525 \$45.44	\$105,000 \$50.48	
51	\$69,400 \$33.37	\$80,925 \$38.91	\$92,450 \$44.45	\$103,975 \$49.99	\$115,500 \$55.53	
52	\$76,300 \$36.68	\$88,975 \$42.78	\$101,650 \$48.87	\$114,325 \$54.96	\$127,000 \$61.06	
53	\$83,900 \$40.34	\$97,850 \$47.04	\$111,800 \$53.75	\$125,750 \$60.46	\$139,700 \$67.16	

Electric & Gas Engineering

Grade	Minimum	Q1	Midpoint	Q3	Maximum	Job Title
40	\$23,600 \$11.35	\$27,625 \$13.28	\$31,650 \$15.22	\$35,675 \$17.15	\$39,700 \$19.09	
41	\$26,700 \$12.84	\$31,075 \$14.94	\$35,450 \$17.04	\$39,825 \$19.15	\$44,200 \$21.25	
42	\$29,400 \$14.13	\$34,200 \$16.44	\$39,000 \$18.75	\$43,800 \$21.06	\$48,600 \$23.37	
43	\$32,350 \$15.55	\$37,613 \$18.08	\$42,875 \$20.61	\$48,138 \$23.14	\$53,400 \$25.67	
44	\$35,600 \$17.12	\$41,375 \$19.89	\$47,150 \$22.67	\$52,925 \$25.44	\$58,700 \$28.22	Drafting Technician
45	\$39,200 \$18.85	\$45,550 \$21.90	\$51,900 \$24.95	\$58,250 \$28.00	\$64,600 \$31.06	Engineering Technician I GIS Technician I
46	\$43,100 \$20.72	\$50,075 \$24.07	\$57,050 \$27.43	\$64,025 \$30.78	\$71,000 \$34.13	Engineering Technician II GIS Technician II
47	\$47,400 \$22.79	\$55,075 \$26.48	\$62,750 \$30.17	\$70,425 \$33.86	\$78,100 \$37.55	
48	\$52,100 \$25.05	\$60,550 \$29.11	\$69,000 \$33.17	\$77,450 \$37.24	\$85,900 \$41.30	Utility Designer
49	\$57,400 \$27.60	\$66,925 \$32.18	\$76,450 \$36.75	\$85,975 \$41.33	\$95,500 \$45.91	
50	\$63,100 \$30.34	\$73,575 \$35.37	\$84,050 \$40.41	\$94,525 \$45.44	\$105,000 \$50.48	Electrical Engineer GIS Manager
51	\$69,400 \$33.37	\$80,925 \$38.91	\$92,450 \$44.45	\$103,975 \$49.99	\$115,500 \$55.53	
52	\$76,300 \$36.68	\$88,975 \$42.78	\$101,650 \$48.87	\$114,325 \$54.96	\$127,000 \$61.06	
53	\$83,900 \$40.34	\$97,850 \$47.04	\$111,800 \$53.75	\$125,750 \$60.46	\$139,700 \$67.16	Supervising Engineer

Electric Operations

Grade	Minimum	Q1	Midpoint	Q3	Maximum	Job Title
40	\$23,600 \$11.35	\$27,625 \$13.28	\$31,650 \$15.22	\$35,675 \$17.15	\$39,700 \$19.09	
41	\$26,700 \$12.84	\$31,075 \$14.94	\$35,450 \$17.04	\$39,825 \$19.15	\$44,200 \$21.25	Meter Reader Staff Assistant I
42	\$29,400 \$14.13	\$34,200 \$16.44	\$39,000 \$18.75	\$43,800 \$21.06	\$48,600 \$23.37	Meter Installer & Remover
43	\$32,350 \$15.55	\$37,613 \$18.08	\$42,875 \$20.61	\$48,138 \$23.14	\$53,400 \$25.67	
44	\$35,600 \$17.12	\$41,375 \$19.89	\$47,150 \$22.67	\$52,925 \$25.44	\$58,700 \$28.22	
45	\$39,200 \$18.85	\$45,550 \$21.90	\$51,900 \$24.95	\$58,250 \$28.00	\$64,600 \$31.06	Meter Reader Foreman
46	\$43,100 \$20.72	\$50,075 \$24.07	\$57,050 \$27.43	\$64,025 \$30.78	\$71,000 \$34.13	Electronic Meter Technician
47	\$47,400 \$22.79	\$55,075 \$26.48	\$62,750 \$30.17	\$70,425 \$33.86	\$78,100 \$37.55	Utilities Services Supervisor
48	\$52,100 \$25.05	\$60,550 \$29.11	\$69,000 \$33.17	\$77,450 \$37.24	\$85,900 \$41.30	Systems Operator
49	\$57,400 \$27.60	\$66,925 \$32.18	\$76,450 \$36.75	\$85,975 \$41.33	\$95,500 \$45.91	
50	\$63,100 \$30.34	\$73,575 \$35.37	\$84,050 \$40.41	\$94,525 \$45.44	\$105,000 \$50.48	
51	\$69,400 \$33.37	\$80,925 \$38.91	\$92,450 \$44.45	\$103,975 \$49.99	\$115,500 \$55.53	Operations Superintendent
52	\$76,300 \$36.68	\$88,975 \$42.78	\$101,650 \$48.87	\$114,325 \$54.96	\$127,000 \$61.06	
53	\$83,900 \$40.34	\$97,850 \$47.04	\$111,800 \$53.75	\$125,750 \$60.46	\$139,700 \$67.16	

Electric T&D

Grade	Minimum	Q1	Midpoint	Q3	Maximum	Job Title
40	\$23,600 \$11.35	\$27,625 \$13.28	\$31,650 \$15.22	\$35,675 \$17.15	\$39,700 \$19.09	
41	\$26,700 \$12.84	\$31,075 \$14.94	\$35,450 \$17.04	\$39,825 \$19.15	\$44,200 \$21.25	Staff Assistant I
42	\$29,400 \$14.13	\$34,200 \$16.44	\$39,000 \$18.75	\$43,800 \$21.06	\$48,600 \$23.37	
43	\$32,350 \$15.55	\$37,613 \$18.08	\$42,875 \$20.61	\$48,138 \$23.14	\$53,400 \$25.67	
44	\$35,600 \$17.12	\$41,375 \$19.89	\$47,150 \$22.67	\$52,925 \$25.44	\$58,700 \$28.22	T&D Coordinator
45	\$39,200 \$18.85	\$45,550 \$21.90	\$51,900 \$24.95	\$58,250 \$28.00	\$64,600 \$31.06	
46	\$43,100 \$20.72	\$50,075 \$24.07	\$57,050 \$27.43	\$64,025 \$30.78	\$71,000 \$34.13	
47	\$47,400 \$22.79	\$55,075 \$26.48	\$62,750 \$30.17	\$70,425 \$33.86	\$78,100 \$37.55	
48	\$52,100 \$25.05	\$60,550 \$29.11	\$69,000 \$33.17	\$77,450 \$37.24	\$85,900 \$41.30	Line Specialist Substation Relay SCADA Technician
49	\$57,400 \$27.60	\$66,925 \$32.18	\$76,450 \$36.75	\$85,975 \$41.33	\$95,500 \$45.91	
50	\$63,100 \$30.34	\$73,575 \$35.37	\$84,050 \$40.41	\$94,525 \$45.44	\$105,000 \$50.48	Crew Supervisor
51	\$69,400 \$33.37	\$80,925 \$38.91	\$92,450 \$44.45	\$103,975 \$49.99	\$115,500 \$55.53	T&D Superintendent
52	\$76,300 \$36.68	\$88,975 \$42.78	\$101,650 \$48.87	\$114,325 \$54.96	\$127,000 \$61.06	
53	\$83,900 \$40.34	\$97,850 \$47.04	\$111,800 \$53.75	\$125,750 \$60.46	\$139,700 \$67.16	

Facilities

Grade	Minimum	Q1	Midpoint	Q3	Maximum	Job Title
40	\$23,600 \$11.35	\$27,625 \$13.28	\$31,650 \$15.22	\$35,675 \$17.15	\$39,700 \$19.09	
41	\$26,700 \$12.84	\$31,075 \$14.94	\$35,450 \$17.04	\$39,825 \$19.15	\$44,200 \$21.25	
42	\$29,400 \$14.13	\$34,200 \$16.44	\$39,000 \$18.75	\$43,800 \$21.06	\$48,600 \$23.37	Facilities Specialist I
43	\$32,350 \$15.55	\$37,613 \$18.08	\$42,875 \$20.61	\$48,138 \$23.14	\$53,400 \$25.67	Facilities Specialist II
44	\$35,600 \$17.12	\$41,375 \$19.89	\$47,150 \$22.67	\$52,925 \$25.44	\$58,700 \$28.22	Facilities Project Coordinator
45	\$39,200 \$18.85	\$45,550 \$21.90	\$51,900 \$24.95	\$58,250 \$28.00	\$64,600 \$31.06	Construction Maintenance Administrator
46	\$43,100 \$20.72	\$50,075 \$24.07	\$57,050 \$27.43	\$64,025 \$30.78	\$71,000 \$34.13	
47	\$47,400 \$22.79	\$55,075 \$26.48	\$62,750 \$30.17	\$70,425 \$33.86	\$78,100 \$37.55	
48	\$52,100 \$25.05	\$60,550 \$29.11	\$69,000 \$33.17	\$77,450 \$37.24	\$85,900 \$41.30	
49	\$57,400 \$27.60	\$66,925 \$32.18	\$76,450 \$36.75	\$85,975 \$41.33	\$95,500 \$45.91	
50	\$63,100 \$30.34	\$73,575 \$35.37	\$84,050 \$40.41	\$94,525 \$45.44	\$105,000 \$50.48	Facilities Superintendent
51	\$69,400 \$33.37	\$80,925 \$38.91	\$92,450 \$44.45	\$103,975 \$49.99	\$115,500 \$55.53	
52	\$76,300 \$36.68	\$88,975 \$42.78	\$101,650 \$48.87	\$114,325 \$54.96	\$127,000 \$61.06	
53	\$83,900 \$40.34	\$97,850 \$47.04	\$111,800 \$53.75	\$125,750 \$60.46	\$139,700 \$67.16	

Finance

Grade	Minimum	Q1	Midpoint	Q3	Maximum	Job Title
40	\$23,600 \$11.35	\$27,625 \$13.28	\$31,650 \$15.22	\$35,675 \$17.15	\$39,700 \$19.09	
41	\$26,700 \$12.84	\$31,075 \$14.94	\$35,450 \$17.04	\$39,825 \$19.15	\$44,200 \$21.25	
42	\$29,400 \$14.13	\$34,200 \$16.44	\$39,000 \$18.75	\$43,800 \$21.06	\$48,600 \$23.37	
43	\$32,350 \$15.55	\$37,613 \$18.08	\$42,875 \$20.61	\$48,138 \$23.14	\$53,400 \$25.67	Accounting Technician
44	\$35,600 \$17.12	\$41,375 \$19.89	\$47,150 \$22.67	\$52,925 \$25.44	\$58,700 \$28.22	Payroll Administrator
45	\$39,200 \$18.85	\$45,550 \$21.90	\$51,900 \$24.95	\$58,250 \$28.00	\$64,600 \$31.06	
46	\$43,100 \$20.72	\$50,075 \$24.07	\$57,050 \$27.43	\$64,025 \$30.78	\$71,000 \$34.13	Utilities Accountant
47	\$47,400 \$22.79	\$55,075 \$26.48	\$62,750 \$30.17	\$70,425 \$33.86	\$78,100 \$37.55	Contract Program Manager Purchasing Program Manager
48	\$52,100 \$25.05	\$60,550 \$29.11	\$69,000 \$33.17	\$77,450 \$37.24	\$85,900 \$41.30	
49	\$57,400 \$27.60	\$66,925 \$32.18	\$76,450 \$36.75	\$85,975 \$41.33	\$95,500 \$45.91	Assistant Controller
50	\$63,100 \$30.34	\$73,575 \$35.37	\$84,050 \$40.41	\$94,525 \$45.44	\$105,000 \$50.48	
51	\$69,400 \$33.37	\$80,925 \$38.91	\$92,450 \$44.45	\$103,975 \$49.99	\$115,500 \$55.53	Controller
52	\$76,300 \$36.68	\$88,975 \$42.78	\$101,650 \$48.87	\$114,325 \$54.96	\$127,000 \$61.06	
53	\$83,900 \$40.34	\$97,850 \$47.04	\$111,800 \$53.75	\$125,750 \$60.46	\$139,700 \$67.16	

FPUA net

Grade	Minimum	Q1	Midpoint	Q3	Maximum	Job Title
40	\$23,600 \$11.35	\$27,625 \$13.28	\$31,650 \$15.22	\$35,675 \$17.15	\$39,700 \$19.09	
41	\$26,700 \$12.84	\$31,075 \$14.94	\$35,450 \$17.04	\$39,825 \$19.15	\$44,200 \$21.25	
42	\$29,400 \$14.13	\$34,200 \$16.44	\$39,000 \$18.75	\$43,800 \$21.06	\$48,600 \$23.37	FPUAnet Account Specialist I
43	\$32,350 \$15.55	\$37,613 \$18.08	\$42,875 \$20.61	\$48,138 \$23.14	\$53,400 \$25.67	FPUAnet Account Specialist II
44	\$35,600 \$17.12	\$41,375 \$19.89	\$47,150 \$22.67	\$52,925 \$25.44	\$58,700 \$28.22	
45	\$39,200 \$18.85	\$45,550 \$21.90	\$51,900 \$24.95	\$58,250 \$28.00	\$64,600 \$31.06	
46	\$43,100 \$20.72	\$50,075 \$24.07	\$57,050 \$27.43	\$64,025 \$30.78	\$71,000 \$34.13	
47	\$47,400 \$22.79	\$55,075 \$26.48	\$62,750 \$30.17	\$70,425 \$33.86	\$78,100 \$37.55	
48	\$52,100 \$25.05	\$60,550 \$29.11	\$69,000 \$33.17	\$77,450 \$37.24	\$85,900 \$41.30	
49	\$57,400 \$27.60	\$66,925 \$32.18	\$76,450 \$36.75	\$85,975 \$41.33	\$95,500 \$45.91	FPUAnet Communications Manager
50	\$63,100 \$30.34	\$73,575 \$35.37	\$84,050 \$40.41	\$94,525 \$45.44	\$105,000 \$50.48	
51	\$69,400 \$33.37	\$80,925 \$38.91	\$92,450 \$44.45	\$103,975 \$49.99	\$115,500 \$55.53	
52	\$76,300 \$36.68	\$88,975 \$42.78	\$101,650 \$48.87	\$114,325 \$54.96	\$127,000 \$61.06	
53	\$83,900 \$40.34	\$97,850 \$47.04	\$111,800 \$53.75	\$125,750 \$60.46	\$139,700 \$67.16	

Gas Operations

Grade	Minimum	Q1	Midpoint	Q3	Maximum	Job Title
40	\$23,600 \$11.35	\$27,625 \$13.28	\$31,650 \$15.22	\$35,675 \$17.15	\$39,700 \$19.09	
41	\$26,700 \$12.84	\$31,075 \$14.94	\$35,450 \$17.04	\$39,825 \$19.15	\$44,200 \$21.25	
42	\$29,400 \$14.13	\$34,200 \$16.44	\$39,000 \$18.75	\$43,800 \$21.06	\$48,600 \$23.37	Distribution Mechanic I Staff Assistant II
43	\$32,350 \$15.55	\$37,613 \$18.08	\$42,875 \$20.61	\$48,138 \$23.14	\$53,400 \$25.67	Distribution Mechanic II Service Technician I
44	\$35,600 \$17.12	\$41,375 \$19.89	\$47,150 \$22.67	\$52,925 \$25.44	\$58,700 \$28.22	Business Development Representative Distribution Mechanic III Meter Technician Service Technician II
45	\$39,200 \$18.85	\$45,550 \$21.90	\$51,900 \$24.95	\$58,250 \$28.00	\$64,600 \$31.06	
46	\$43,100 \$20.72	\$50,075 \$24.07	\$57,050 \$27.43	\$64,025 \$30.78	\$71,000 \$34.13	Distribution Foreman Service Foreman
47	\$47,400 \$22.79	\$55,075 \$26.48	\$62,750 \$30.17	\$70,425 \$33.86	\$78,100 \$37.55	
48	\$52,100 \$25.05	\$60,550 \$29.11	\$69,000 \$33.17	\$77,450 \$37.24	\$85,900 \$41.30	Operations Supervisor
49	\$57,400 \$27.60	\$66,925 \$32.18	\$76,450 \$36.75	\$85,975 \$41.33	\$95,500 \$45.91	
50	\$63,100 \$30.34	\$73,575 \$35.37	\$84,050 \$40.41	\$94,525 \$45.44	\$105,000 \$50.48	
51	\$69,400 \$33.37	\$80,925 \$38.91	\$92,450 \$44.45	\$103,975 \$49.99	\$115,500 \$55.53	
52	\$76,300 \$36.68	\$88,975 \$42.78	\$101,650 \$48.87	\$114,325 \$54.96	\$127,000 \$61.06	Gas Operations & Energy Services Manager
53	\$83,900 \$40.34	\$97,850 \$47.04	\$111,800 \$53.75	\$125,750 \$60.46	\$139,700 \$67.16	

Human Resources

Grade	Minimum	Q1	Midpoint	Q3	Maximum	Job Title
40	\$23,600 \$11.35	\$27,625 \$13.28	\$31,650 \$15.22	\$35,675 \$17.15	\$39,700 \$19.09	
41	\$26,700 \$12.84	\$31,075 \$14.94	\$35,450 \$17.04	\$39,825 \$19.15	\$44,200 \$21.25	
42	\$29,400 \$14.13	\$34,200 \$16.44	\$39,000 \$18.75	\$43,800 \$21.06	\$48,600 \$23.37	
43	\$32,350 \$15.55	\$37,613 \$18.08	\$42,875 \$20.61	\$48,138 \$23.14	\$53,400 \$25.67	
44	\$35,600 \$17.12	\$41,375 \$19.89	\$47,150 \$22.67	\$52,925 \$25.44	\$58,700 \$28.22	
45	\$39,200 \$18.85	\$45,550 \$21.90	\$51,900 \$24.95	\$58,250 \$28.00	\$64,600 \$31.06	
46	\$43,100 \$20.72	\$50,075 \$24.07	\$57,050 \$27.43	\$64,025 \$30.78	\$71,000 \$34.13	Human Resources Specialist
47	\$52,100 \$25.05	\$60,550 \$29.11	\$69,000 \$33.17	\$77,450 \$37.24	\$85,900 \$41.30	
48	\$50,700 \$24.38	\$59,175 \$28.45	\$67,650 \$32.52	\$76,125 \$36.60	\$84,600 \$40.67	
49	\$57,400 \$27.60	\$66,925 \$32.18	\$76,450 \$36.75	\$85,975 \$41.33	\$95,500 \$45.91	
50	\$63,100 \$30.34	\$73,575 \$35.37	\$84,050 \$40.41	\$94,525 \$45.44	\$105,000 \$50.48	
51	\$69,400 \$33.37	\$80,925 \$38.91	\$92,450 \$44.45	\$103,975 \$49.99	\$115,500 \$55.53	Human Resources Manager
52	\$76,300 \$36.68	\$88,975 \$42.78	\$101,650 \$48.87	\$114,325 \$54.96	\$127,000 \$61.06	
53	\$83,900 \$40.34	\$97,850 \$47.04	\$111,800 \$53.75	\$125,750 \$60.46	\$139,700 \$67.16	

Information Technology

Grade	Minimum	Q1	Midpoint	Q3	Maximum	Job Title
40	\$23,600 \$11.35	\$27,625 \$13.28	\$31,650 \$15.22	\$35,675 \$17.15	\$39,700 \$19.09	
41	\$26,700 \$12.84	\$31,075 \$14.94	\$35,450 \$17.04	\$39,825 \$19.15	\$44,200 \$21.25	
42	\$29,400 \$14.13	\$34,200 \$16.44	\$39,000 \$18.75	\$43,800 \$21.06	\$48,600 \$23.37	
43	\$32,350 \$15.55	\$37,613 \$18.08	\$42,875 \$20.61	\$48,138 \$23.14	\$53,400 \$25.67	
44	\$35,600 \$17.12	\$41,375 \$19.89	\$47,150 \$22.67	\$52,925 \$25.44	\$58,700 \$28.22	Help Desk Technician IT Procurement/Asset Administrator Records Management Technician
45	\$39,200 \$18.85	\$45,550 \$21.90	\$51,900 \$24.95	\$58,250 \$28.00	\$64,600 \$31.06	
46	\$43,100 \$20.72	\$50,075 \$24.07	\$57,050 \$27.43	\$64,025 \$30.78	\$71,000 \$34.13	
47	\$47,400 \$22.79	\$55,075 \$26.48	\$62,750 \$30.17	\$70,425 \$33.86	\$78,100 \$37.55	Systems Programmer Analyst I Technical Support Specialist
48	\$52,100 \$25.05	\$60,550 \$29.11	\$69,000 \$33.17	\$77,450 \$37.24	\$85,900 \$41.30	Network Administrator Systems Programmer Analyst II
49	\$57,400 \$27.60	\$66,925 \$32.18	\$76,450 \$36.75	\$85,975 \$41.33	\$95,500 \$45.91	Network Engineer Systems Programmer Analyst III
50	\$63,100 \$30.34	\$73,575 \$35.37	\$84,050 \$40.41	\$94,525 \$45.44	\$105,000 \$50.48	Network Supervisor Systems Analyst Supervisor
51	\$69,400 \$33.37	\$80,925 \$38.91	\$92,450 \$44.45	\$103,975 \$49.99	\$115,500 \$55.53	
52	\$76,300 \$36.68	\$88,975 \$42.78	\$101,650 \$48.87	\$114,325 \$54.96	\$127,000 \$61.06	
53	\$83,900 \$40.34	\$97,850 \$47.04	\$111,800 \$53.75	\$125,750 \$60.46	\$139,700 \$67.16	Information Technology Services Manager

Materials

Grade	Minimum	Q1	Midpoint	Q3	Maximum	Job Title
40	\$23,600 \$11.35	\$27,625 \$13.28	\$31,650 \$15.22	\$35,675 \$17.15	\$39,700 \$19.09	
41	\$26,700 \$12.84	\$31,075 \$14.94	\$35,450 \$17.04	\$39,825 \$19.15	\$44,200 \$21.25	Material Warehouse Clerk
42	\$29,400 \$14.13	\$34,200 \$16.44	\$39,000 \$18.75	\$43,800 \$21.06	\$48,600 \$23.37	Warehouse Maintenance Specialist
43	\$32,350 \$15.55	\$37,613 \$18.08	\$42,875 \$20.61	\$48,138 \$23.14	\$53,400 \$25.67	
44	\$35,600 \$17.12	\$41,375 \$19.89	\$47,150 \$22.67	\$52,925 \$25.44	\$58,700 \$28.22	Inventory Buyer Specialist
45	\$39,200 \$18.85	\$45,550 \$21.90	\$51,900 \$24.95	\$58,250 \$28.00	\$64,600 \$31.06	Automotive Mechanic
46	\$43,100 \$20.72	\$50,075 \$24.07	\$57,050 \$27.43	\$64,025 \$30.78	\$71,000 \$34.13	Fleet Management Administrator
47	\$47,400 \$22.79	\$55,075 \$26.48	\$62,750 \$30.17	\$70,425 \$33.86	\$78,100 \$37.55	
48	\$52,100 \$25.05	\$60,550 \$29.11	\$69,000 \$33.17	\$77,450 \$37.24	\$85,900 \$41.30	
49	\$57,400 \$27.60	\$66,925 \$32.18	\$76,450 \$36.75	\$85,975 \$41.33	\$95,500 \$45.91	
50	\$63,100 \$30.34	\$73,575 \$35.37	\$84,050 \$40.41	\$94,525 \$45.44	\$105,000 \$50.48	Facilities Superintendent
51	\$69,400 \$33.37	\$80,925 \$38.91	\$92,450 \$44.45	\$103,975 \$49.99	\$115,500 \$55.53	
52	\$76,300 \$36.68	\$88,975 \$42.78	\$101,650 \$48.87	\$114,325 \$54.96	\$127,000 \$61.06	
53	\$83,900 \$40.34	\$97,850 \$47.04	\$111,800 \$53.75	\$125,750 \$60.46	\$139,700 \$67.16	

MOEC

Grade	Minimum	Q1	Midpoint	Q3	Maximum	Job Title
40	\$23,600 \$11.35	\$27,625 \$13.28	\$31,650 \$15.22	\$35,675 \$17.15	\$39,700 \$19.09	
41	\$26,700 \$12.84	\$31,075 \$14.94	\$35,450 \$17.04	\$39,825 \$19.15	\$44,200 \$21.25	
42	\$29,400 \$14.13	\$34,200 \$16.44	\$39,000 \$18.75	\$43,800 \$21.06	\$48,600 \$23.37	Marketing & Retailer
43	\$32,350 \$15.55	\$37,613 \$18.08	\$42,875 \$20.61	\$48,138 \$23.14	\$53,400 \$25.67	
44	\$35,600 \$17.12	\$41,375 \$19.89	\$47,150 \$22.67	\$52,925 \$25.44	\$58,700 \$28.22	Program Coordinator
45	\$39,200 \$18.85	\$45,550 \$21.90	\$51,900 \$24.95	\$58,250 \$28.00	\$64,600 \$31.06	Education Coordinator Development Officer
46	\$43,100 \$20.72	\$50,075 \$24.07	\$57,050 \$27.43	\$64,025 \$30.78	\$71,000 \$34.13	MOEC Manager
47	\$47,400 \$22.79	\$55,075 \$26.48	\$62,750 \$30.17	\$70,425 \$33.86	\$78,100 \$37.55	
48	\$52,100 \$25.05	\$60,550 \$29.11	\$69,000 \$33.17	\$77,450 \$37.24	\$85,900 \$41.30	
49	\$57,400 \$27.60	\$66,925 \$32.18	\$76,450 \$36.75	\$85,975 \$41.33	\$95,500 \$45.91	
50	\$63,100 \$30.34	\$73,575 \$35.37	\$84,050 \$40.41	\$94,525 \$45.44	\$105,000 \$50.48	
51	\$69,400 \$33.37	\$80,925 \$38.91	\$92,450 \$44.45	\$103,975 \$49.99	\$115,500 \$55.53	
52	\$76,300 \$36.68	\$88,975 \$42.78	\$101,650 \$48.87	\$114,325 \$54.96	\$127,000 \$61.06	
53	\$83,900 \$40.34	\$97,850 \$47.04	\$111,800 \$53.75	\$125,750 \$60.46	\$139,700 \$67.16	

TCEC

Grade	Minimum	Q1	Midpoint	Q3	Maximum	Job Title
40	\$23,600 \$11.35	\$27,625 \$13.28	\$31,650 \$15.22	\$35,675 \$17.15	\$39,700 \$19.09	
41	\$26,700 \$12.84	\$31,075 \$14.94	\$35,450 \$17.04	\$39,825 \$19.15	\$44,200 \$21.25	
42	\$29,400 \$14.13	\$34,200 \$16.44	\$39,000 \$18.75	\$43,800 \$21.06	\$48,600 \$23.37	
43	\$32,350 \$15.55	\$37,613 \$18.08	\$42,875 \$20.61	\$48,138 \$23.14	\$53,400 \$25.67	
44	\$35,600 \$17.12	\$41,375 \$19.89	\$47,150 \$22.67	\$52,925 \$25.44	\$58,700 \$28.22	Administrative Warehouse coordinator
45	\$39,200 \$18.85	\$45,550 \$21.90	\$51,900 \$24.95	\$58,250 \$28.00	\$64,600 \$31.06	
46	\$43,100 \$20.72	\$50,075 \$24.07	\$57,050 \$27.43	\$64,025 \$30.78	\$71,000 \$34.13	Mechanic Welder Operator Mechanic
47	\$47,400 \$22.79	\$55,075 \$26.48	\$62,750 \$30.17	\$70,425 \$33.86	\$78,100 \$37.55	
48	\$52,100 \$25.05	\$60,550 \$29.11	\$69,000 \$33.17	\$77,450 \$37.24	\$85,900 \$41.30	Instrumentation Controls Specialist Lead Operator Mechanic
49	\$57,400 \$27.60	\$66,925 \$32.18	\$76,450 \$36.75	\$85,975 \$41.33	\$95,500 \$45.91	
50	\$63,100 \$30.34	\$73,575 \$35.37	\$84,050 \$40.41	\$94,525 \$45.44	\$105,000 \$50.48	Lead Instrumentation Controls Specialist
51	\$69,400 \$33.37	\$80,925 \$38.91	\$92,450 \$44.45	\$103,975 \$49.99	\$115,500 \$55.53	Assistant Plant Manager
52	\$76,300 \$36.68	\$88,975 \$42.78	\$101,650 \$48.87	\$114,325 \$54.96	\$127,000 \$61.06	
53	\$83,900 \$40.34	\$97,850 \$47.04	\$111,800 \$53.75	\$125,750 \$60.46	\$139,700 \$67.16	Plant Manager

Water/Wastewater Engineering

Grade	Minimum	Q1	Midpoint	Q3	Maximum	Job Title
40	\$23,600 \$11.35	\$27,625 \$13.28	\$31,650 \$15.22	\$35,675 \$17.15	\$39,700 \$19.09	
41	\$26,700 \$12.84	\$31,075 \$14.94	\$35,450 \$17.04	\$39,825 \$19.15	\$44,200 \$21.25	
42	\$29,400 \$14.13	\$34,200 \$16.44	\$39,000 \$18.75	\$43,800 \$21.06	\$48,600 \$23.37	Staff Assistant II
43	\$32,350 \$15.55	\$37,613 \$18.08	\$42,875 \$20.61	\$48,138 \$23.14	\$53,400 \$25.67	
44	\$35,600 \$17.12	\$41,375 \$19.89	\$47,150 \$22.67	\$52,925 \$25.44	\$58,700 \$28.22	Utilities Inspector
45	\$39,200 \$18.85	\$45,550 \$21.90	\$51,900 \$24.95	\$58,250 \$28.00	\$64,600 \$31.06	Engineering Technician I GIS Technician I
46	\$43,100 \$20.72	\$50,075 \$24.07	\$57,050 \$27.43	\$64,025 \$30.78	\$71,000 \$34.13	Engineering Technician II GIS Technician II Projects Administrator
47	\$47,400 \$22.79	\$55,075 \$26.48	\$62,750 \$30.17	\$70,425 \$33.86	\$78,100 \$37.55	
48	\$52,100 \$25.05	\$60,550 \$29.11	\$69,000 \$33.17	\$77,450 \$37.24	\$85,900 \$41.30	GIS Analyst
49	\$57,400 \$27.60	\$66,925 \$32.18	\$76,450 \$36.75	\$85,975 \$41.33	\$95,500 \$45.91	
50	\$63,100 \$30.34	\$73,575 \$35.37	\$84,050 \$40.41	\$94,525 \$45.44	\$105,000 \$50.48	Environmental Engineer
51	\$69,400 \$33.37	\$80,925 \$38.91	\$92,450 \$44.45	\$103,975 \$49.99	\$115,500 \$55.53	
52	\$76,300 \$36.68	\$88,975 \$42.78	\$101,650 \$48.87	\$114,325 \$54.96	\$127,000 \$61.06	
53	\$83,900 \$40.34	\$97,850 \$47.04	\$111,800 \$53.75	\$125,750 \$60.46	\$139,700 \$67.16	Supervising Engineer

Wastewater Collection

Grade	Minimum	Q1	Midpoint	Q3	Maximum	Job Title
40	\$23,600 \$11.35	\$27,625 \$13.28	\$31,650 \$15.22	\$35,675 \$17.15	\$39,700 \$19.09	
41	\$26,700 \$12.84	\$31,075 \$14.94	\$35,450 \$17.04	\$39,825 \$19.15	\$44,200 \$21.25	
42	\$29,400 \$14.13	\$34,200 \$16.44	\$39,000 \$18.75	\$43,800 \$21.06	\$48,600 \$23.37	Mechanic I Staff Assistant II
43	\$32,350 \$15.55	\$37,613 \$18.08	\$42,875 \$20.61	\$48,138 \$23.14	\$53,400 \$25.67	Mechanic II
44	\$35,600 \$17.12	\$41,375 \$19.89	\$47,150 \$22.67	\$52,925 \$25.44	\$58,700 \$28.22	Mechanic III
45	\$39,200 \$18.85	\$45,550 \$21.90	\$51,900 \$24.95	\$58,250 \$28.00	\$64,600 \$31.06	Electronic SCADA Technician Motorshop Mechanic
46	\$43,100 \$20.72	\$50,075 \$24.07	\$57,050 \$27.43	\$64,025 \$30.78	\$71,000 \$34.13	Water/Wastewater Foreman
47	\$47,400 \$22.79	\$55,075 \$26.48	\$62,750 \$30.17	\$70,425 \$33.86	\$78,100 \$37.55	
48	\$52,100 \$25.05	\$60,550 \$29.11	\$69,000 \$33.17	\$77,450 \$37.24	\$85,900 \$41.30	
49	\$57,400 \$27.60	\$66,925 \$32.18	\$76,450 \$36.75	\$85,975 \$41.33	\$95,500 \$45.91	
50	\$63,100 \$30.34	\$73,575 \$35.37	\$84,050 \$40.41	\$94,525 \$45.44	\$105,000 \$50.48	
51	\$69,400 \$33.37	\$80,925 \$38.91	\$92,450 \$44.45	\$103,975 \$49.99	\$115,500 \$55.53	Wastewater Superintendent
52	\$76,300 \$36.68	\$88,975 \$42.78	\$101,650 \$48.87	\$114,325 \$54.96	\$127,000 \$61.06	
53	\$83,900 \$40.34	\$97,850 \$47.04	\$111,800 \$53.75	\$125,750 \$60.46	\$139,700 \$67.16	

Water Distribution

Grade	Minimum	Q1	Midpoint	Q3	Maximum	Job Title
40	\$23,600 \$11.35	\$27,625 \$13.28	\$31,650 \$15.22	\$35,675 \$17.15	\$39,700 \$19.09	
41	\$26,700 \$12.84	\$31,075 \$14.94	\$35,450 \$17.04	\$39,825 \$19.15	\$44,200 \$21.25	Staff Assistant I
42	\$29,400 \$14.13	\$34,200 \$16.44	\$39,000 \$18.75	\$43,800 \$21.06	\$48,600 \$23.37	Mechanic I Staff Assistant II
43	\$32,350 \$15.55	\$37,613 \$18.08	\$42,875 \$20.61	\$48,138 \$23.14	\$53,400 \$25.67	Mechanic II
44	\$35,600 \$17.12	\$41,375 \$19.89	\$47,150 \$22.67	\$52,925 \$25.44	\$58,700 \$28.22	Mechanic III Utilities Locator
45	\$39,200 \$18.85	\$45,550 \$21.90	\$51,900 \$24.95	\$58,250 \$28.00	\$64,600 \$31.06	
46	\$43,100 \$20.72	\$50,075 \$24.07	\$57,050 \$27.43	\$64,025 \$30.78	\$71,000 \$34.13	Administrative Supervisor Projects Administrator Water/Wastewater Foreman
47	\$47,400 \$22.79	\$55,075 \$26.48	\$62,750 \$30.17	\$70,425 \$33.86	\$78,100 \$37.55	
48	\$52,100 \$25.05	\$60,550 \$29.11	\$69,000 \$33.17	\$77,450 \$37.24	\$85,900 \$41.30	
49	\$57,400 \$27.60	\$66,925 \$32.18	\$76,450 \$36.75	\$85,975 \$41.33	\$95,500 \$45.91	
50	\$63,100 \$30.34	\$73,575 \$35.37	\$84,050 \$40.41	\$94,525 \$45.44	\$105,000 \$50.48	
51	\$69,400 \$33.37	\$80,925 \$38.91	\$92,450 \$44.45	\$103,975 \$49.99	\$115,500 \$55.53	Water Distribution Superintendent
52	\$76,300 \$36.68	\$88,975 \$42.78	\$101,650 \$48.87	\$114,325 \$54.96	\$127,000 \$61.06	
53	\$83,900 \$40.34	\$97,850 \$47.04	\$111,800 \$53.75	\$125,750 \$60.46	\$139,700 \$67.16	

Water Reclamation

Grade	Minimum	Q1	Midpoint	Q3	Maximum	Job Title
40	\$23,600 \$11.35	\$27,625 \$13.28	\$31,650 \$15.22	\$35,675 \$17.15	\$39,700 \$19.09	
41	\$26,700 \$12.84	\$31,075 \$14.94	\$35,450 \$17.04	\$39,825 \$19.15	\$44,200 \$21.25	
42	\$29,400 \$14.13	\$34,200 \$16.44	\$39,000 \$18.75	\$43,800 \$21.06	\$48,600 \$23.37	Mechanic I Staff Assistant II
43	\$32,350 \$15.55	\$37,613 \$18.08	\$42,875 \$20.61	\$48,138 \$23.14	\$53,400 \$25.67	Mechanic II
44	\$35,600 \$17.12	\$41,375 \$19.89	\$47,150 \$22.67	\$52,925 \$25.44	\$58,700 \$28.22	Mechanic III Plant Operator C
45	\$39,200 \$18.85	\$45,550 \$21.90	\$51,900 \$24.95	\$58,250 \$28.00	\$64,600 \$31.06	Electronic SCADA Technician Plant Operator B
46	\$43,100 \$20.72	\$50,075 \$24.07	\$57,050 \$27.43	\$64,025 \$30.78	\$71,000 \$34.13	IPP Specialist Plant Foreman Plant Operator A
47	\$47,400 \$22.79	\$55,075 \$26.48	\$62,750 \$30.17	\$70,425 \$33.86	\$78,100 \$37.55	IPP Supervisor
48	\$52,100 \$25.05	\$60,550 \$29.11	\$69,000 \$33.17	\$77,450 \$37.24	\$85,900 \$41.30	Maintenance Supervisor Operations Supervisor
49	\$57,400 \$27.60	\$66,925 \$32.18	\$76,450 \$36.75	\$85,975 \$41.33	\$95,500 \$45.91	
50	\$63,100 \$30.34	\$73,575 \$35.37	\$84,050 \$40.41	\$94,525 \$45.44	\$105,000 \$50.48	
51	\$69,400 \$33.37	\$80,925 \$38.91	\$92,450 \$44.45	\$103,975 \$49.99	\$115,500 \$55.53	Wastewater Superintendent
52	\$76,300 \$36.68	\$88,975 \$42.78	\$101,650 \$48.87	\$114,325 \$54.96	\$127,000 \$61.06	
53	\$83,900 \$40.34	\$97,850 \$47.04	\$111,800 \$53.75	\$125,750 \$60.46	\$139,700 \$67.16	

Water Resources

Grade	Minimum	Q1	Midpoint	Q3	Maximum	Job Title
40	\$23,600 \$11.35	\$27,625 \$13.28	\$31,650 \$15.22	\$35,675 \$17.15	\$39,700 \$19.09	
41	\$26,700 \$12.84	\$31,075 \$14.94	\$35,450 \$17.04	\$39,825 \$19.15	\$44,200 \$21.25	
42	\$29,400 \$14.13	\$34,200 \$16.44	\$39,000 \$18.75	\$43,800 \$21.06	\$48,600 \$23.37	Mechanic I Staff Assistant II
43	\$32,350 \$15.55	\$37,613 \$18.08	\$42,875 \$20.61	\$48,138 \$23.14	\$53,400 \$25.67	Mechanic II
44	\$35,600 \$17.12	\$41,375 \$19.89	\$47,150 \$22.67	\$52,925 \$25.44	\$58,700 \$28.22	Mechanic III Plant Operator C
45	\$39,200 \$18.85	\$45,550 \$21.90	\$51,900 \$24.95	\$58,250 \$28.00	\$64,600 \$31.06	Electronic SCADA Technician Lab Coordinator Plant Operator B
46	\$43,100 \$20.72	\$50,075 \$24.07	\$57,050 \$27.43	\$64,025 \$30.78	\$71,000 \$34.13	Instrument & Control Technician Plant Operator A Water Resources Maintenance Foreman
47	\$47,400 \$22.79	\$55,075 \$26.48	\$62,750 \$30.17	\$70,425 \$33.86	\$78,100 \$37.55	Senior Plant Operator
48	\$52,100 \$25.05	\$60,550 \$29.11	\$69,000 \$33.17	\$77,450 \$37.24	\$85,900 \$41.30	Maintenance Supervisor Operations Supervisor
49	\$57,400 \$27.60	\$66,925 \$32.18	\$76,450 \$36.75	\$85,975 \$41.33	\$95,500 \$45.91	
50	\$63,100 \$30.34	\$73,575 \$35.37	\$84,050 \$40.41	\$94,525 \$45.44	\$105,000 \$50.48	
51	\$69,400 \$33.37	\$80,925 \$38.91	\$92,450 \$44.45	\$103,975 \$49.99	\$115,500 \$55.53	Water Resources Superintendent
52	\$76,300 \$36.68	\$88,975 \$42.78	\$101,650 \$48.87	\$114,325 \$54.96	\$127,000 \$61.06	
53	\$83,900 \$40.34	\$97,850 \$47.04	\$111,800 \$53.75	\$125,750 \$60.46	\$139,700 \$67.16	

Recommendation 3- Initiate a job rate system for positions where employees are performing the same duties and require certifications to perform their jobs. The steps in the plan will be tied to the successful acquisition of required certifications and/or passing state examinations. The criteria will be tailored to the departmental requirements. Recommended schedules include:

Mechanics/Distribution Mechanics

STEP PLAN	Pay Grade	Steps	Hourly	Annual
Mechanic I	42	Start to 6 Months	\$14.13	\$29,390.40
	42	6 Month Rate	\$14.84	\$30,859.92
	42	Meet Criteria Rate	\$15.58	\$32,402.92
Mechanic II	43	Start Rate	\$16.36	\$34,023.06
	43	Meet Criteria Rate	\$18.08	\$37,606.40
Mechanic III	44	25-30 Months	\$18.98	\$39,486.72
	44	Meet Criteria Rate	\$19.89	\$41,371.20

Plant Operators

STEP PLAN	Pay Grade	Steps	Hourly	Annual
Plant Operator C	44	Start to 6 Months	\$17.95	\$37,336.00
	44	6 Month Rate	\$18.90	\$39,312.00
	44	Job Rate	\$19.89	\$41,371.20
Plant Operator B	45	Job Rate	\$21.90	\$45,552.00
Plant Operator A	46	Job Rate	\$24.07	\$50,065.60

Gas Service Technician

STEP PLAN	Pay Grade	Steps	Hourly	Annual
Service Technician I	43	Start to 6 Months	\$15.55	\$32,350.00
	43	6 Month Rate	\$16.36	\$34,023.06
	43	Meet Criteria Rate	\$18.08	\$37,606.40
Service Technician II	44	Start Rate	\$18.98	\$39,486.72
	44	Meet Criteria Rate	\$19.89	\$41,371.20

Recommendation 4- Create a process by which employees can more easily move through the salary ranges.

The design of salary ranges pegs the midpoint of the grade to the community average for the position. Therefore, an employee who is both experienced and proficient in the performance of the duties of the position should be able to progress through the salary range to attain, and even surpass, the midpoint of the salary range. The organization has acknowledged this concept by using the employees' position in the range as a factor in calculating the annual raises for employees. However, the amount of differentiation allowed is minimal when the across the board increases are in the 2%-3% range. This differentiation is also offset by increasing the salary range minimums and maximums to stay competitive in the labor market.

The result of this situation is that experienced employees are relatively low in the salary ranges, creating compression when trying to hire experienced new employees. This effect is most readily seen in the hiring of experienced IT people but affects other departments, as well.

As noted previously, the recommended salary schedule will result in the FPUA salary range minimums being 0.9% below the labor market averages and the salary range maximums will be 3.1% above the labor market averages. The midpoints are targeted at the average midpoints for the labor market and those midpoints are targeted at the average salaries for the positions in the respective grades.

The consultant modeled the current FPUA salaries in the recommended salary range structure. The results are as follows:

Range Position	Below Minimum	Minimum to Q1	Q1 to Midpoint	Midpoint to Q3	Q3 to Maximum
Number of Employees	29	91	76	48	3

The average length of service in the organization is 10.67 years. Given this experience level, a more bell-shaped distribution of salaries would normally be expected.

Many of the 29 employees falling below the new minimums are only slightly below. The total cost to bring the 29 employees up to the minimums will be \$39,666.00. This can be done at the scheduled time for granting raises.

The consultant recommends more frequent raises for employees who fall below Q1 of their salary grades. Granting raises on a schedule that reflects the learning curve for the position would reward employees for becoming proficient in their jobs. Six or nine month raises would allow for more rapid movement through the lower end of the salary range.

Recommendation 5 – Implement an incentive plan for the Business Development Representative in Gas Operations. The incentive should be designed to reward success for bringing in new business, over and above the expected and normal growth of gas usage. It can be a combination of new business and expanded business from existing customers. The consultant recommends an incentive in the 5% - 7.5% range.

In conclusion, I would like to thank the management of FPUA for their cooperation and assistance in completing this salary study. Lois Wolfe's assistance has been especially appreciated. It has been a pleasure to work with her and the rest of the management team at FPUA.

Compensation Study Workshop

March 15, 2017





Salary Increases

- Annual pay increases
- Promotion to a new position in a higher pay grade
- Additional duties -- commensurate with amount of duties added to the position
- Progression in current position

Market Comparison

Sample Positions

Grade	Position	Minimum (Min)			FPUA Actual Average Wage	Maximum (Max)		
		FPUA Min	Market			FPUA Max	Market	
			Median	Mean			Median	Mean
19	Engineering Coordinator	\$17.64	\$17.37	\$19.21	\$21.14	\$28.23	\$26.06	\$28.97
16	Mechanic II	\$14.61	\$15.99	\$16.21	\$15.72	\$23.38	\$22.40	\$23.32
14	Customer Service Representative	\$12.88	\$13.91	\$14.03	\$15.48	\$20.61	\$20.42	\$20.80
Step	Lineman	\$31.56	\$28.34	\$26.51	\$33.06	\$33.06	\$33.94	\$34.48

Market Comparison

Sample Positions Data Points

Grade	Position	Minimum					Maximum				
		FPUA	New Smyrna Beach	City of Oldsmar	City of Tallahassee	Winter Park	FPUA	New Smyrna Beach	City of Oldsmar	City of Tallahassee	Winter Park
19	Engineering Coordinator	\$ 17.64	\$ 22.03	\$ 17.63	\$ 15.55	\$ 17.37	\$ 28.23	\$ 25.50	\$ 23.80	\$ 35.72	\$ 26.06

Grade	Position	Minimum						Maximum					
		FPUA	New Smyrna Beach	City of Oldsmar	City of Tallahassee	Winter Park	City of Lakeland	FPUA	New Smyrna Beach	City of Oldsmar	City of Tallahassee	Winter Park	City of Lakeland
14	Customer Service Representative	\$ 12.88	\$ 15.61	\$ 13.11	\$ 11.57	\$ 13.61	\$ 12.06	\$ 20.61	\$ 18.07	\$ 17.70	\$ 26.55	\$ 19.74	\$ 18.71

Grade	Position	Minimum						Maximum					
		FPUA	New Smyrna Beach	City of Fort Myers	City of Sarasota	City of Stuart	City of Leesburg	FPUA	New Smyrna Beach	City of Fort Myers	City of Sarasota	City of Stuart	City of Leesburg
16	Mechanic II	\$ 14.61	\$ 21.19	\$ 14.94	\$ 15.99	\$ 14.62	\$ 13.44	\$ 23.38	\$ 24.53	\$ 22.40	\$ 20.37	\$ 21.69	\$ 21.34

Grade	Position	Minimum						Maximum					
		FPUA	New Smyrna Beach	Florida Power & Light	City of Tallahassee	Kissimmee Utility Authority	Vero Beach	FPUA	New Smyrna Beach	Florida Power & Light*	City of Tallahassee	Kissimmee Utility Authority	Vero Beach
Step	Lineman	\$ 31.56	\$ 28.34	\$ 39.38	\$ 30.57	\$ 30.56	\$ 31.05	\$ 33.06	\$ 32.81	\$ 39.38	\$ 35.45	\$ 33.92	\$ 32.88



FY2016 Comparative Budgeted Wage Increases

	<u>% Increase</u>	<u>Awards</u>
Florida Power & Light*	3.00%	
FPUA	3.00%	
City of Fort Pierce**	3.00%	
City of Port St. Lucie	3.40%	
St. Lucie County	3.00%	
Kissimmee Utility Authority	3.00%	+Merit
New Smyrna Beach	3.00%	
City of Vero Beach	3.00%	
Gainesville Regional Utilities	2.00%	
Bartow	2.00%	
Ocala	1.00%-2.00%	
Bushnell	2.00%	
City of Mount Dora	2.00%	+1% Merit
Bureau of Labor Statistics	↑1.8%	

*Contract increases for FY14 2.85%, FY15 3.00%, and FY16 3.00%

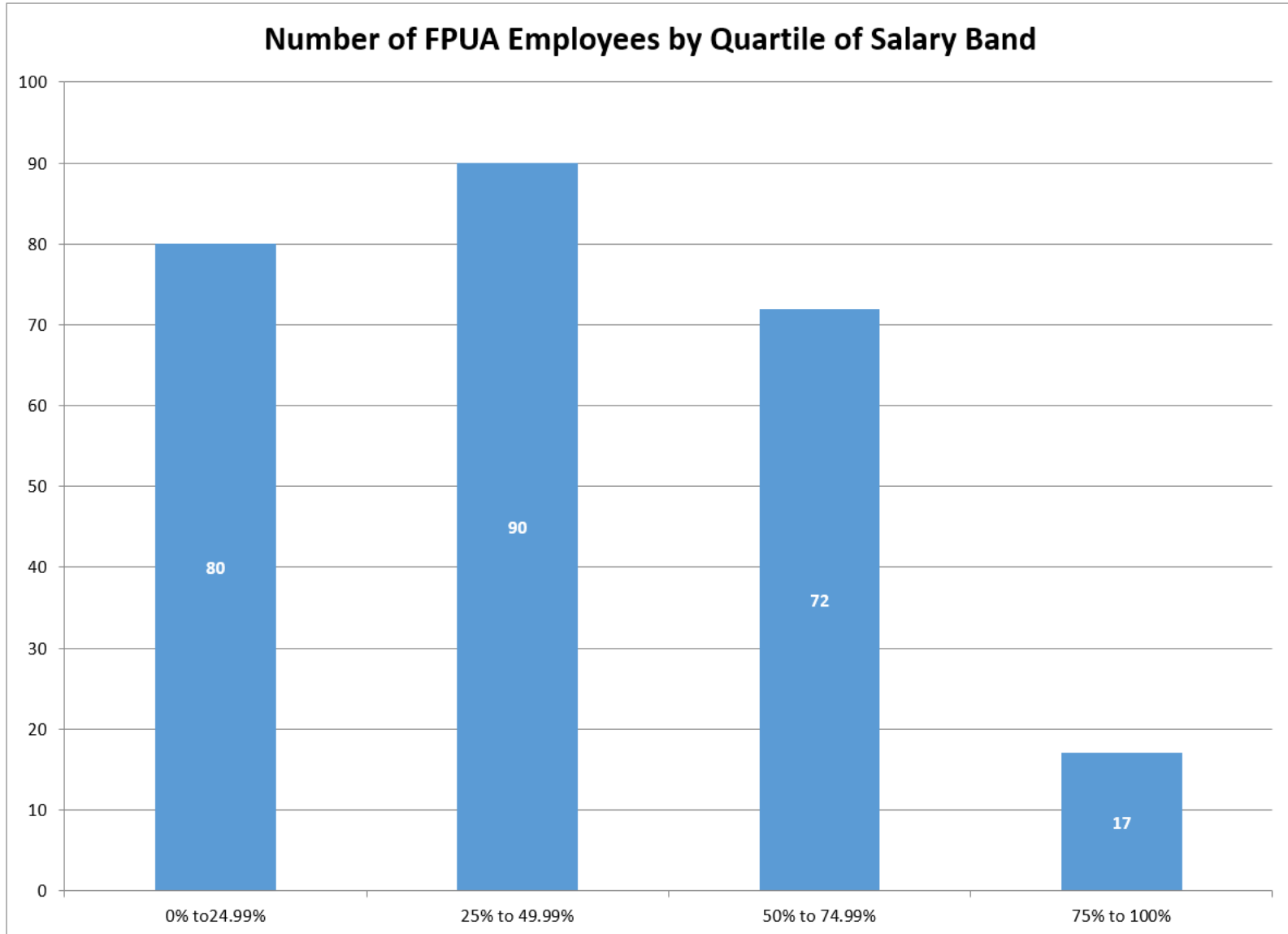
**3.00% increase was given on 10/1/2015 for non-bargaining units

Pay Grades & Ranges

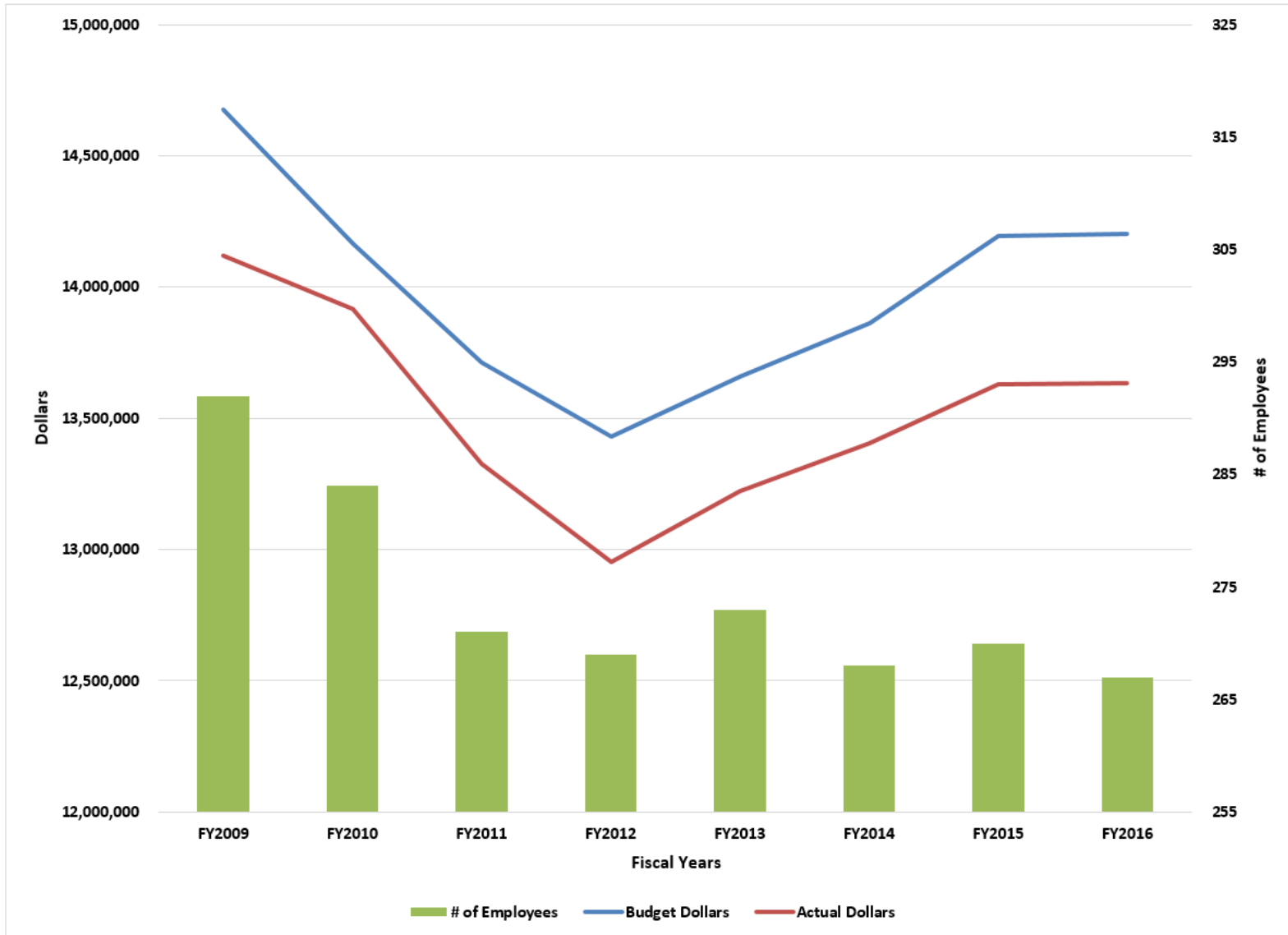
SALARY SCHEDULE

PAY GRADE	MINIMUM		MIDPOINT		MAXIMUM		No. of Employees
	Hourly	Annually	Hourly	Annually	Hourly	Annually	
12	11.35	23,608.00	14.76	30,700.80	18.16	37,772.80	1
13	12.09	25,147.20	15.72	32,697.60	19.35	40,248.00	16
14	12.88	26,790.40	16.75	34,840.00	20.61	42,868.80	21
15	13.72	28,537.60	17.84	37,107.20	21.96	45,676.80	20
16	14.61	30,388.80	19.00	39,520.00	23.38	48,630.40	19
17	15.56	32,364.80	20.23	42,078.40	24.90	51,792.00	2
18	16.57	34,465.60	21.55	44,824.00	26.52	55,161.60	42
19	17.64	36,691.20	22.94	47,715.20	28.23	58,718.40	11
20	18.79	39,083.20	24.43	50,814.40	30.07	62,545.60	23
21	20.01	41,620.80	26.02	54,121.60	32.02	66,601.60	19
22	21.31	44,324.80	27.71	57,636.80	34.10	70,928.00	14
23	22.70	47,216.00	29.51	61,380.80	36.32	75,545.60	5
24	24.17	50,273.60	31.43	65,374.40	38.68	80,454.40	26
25	25.75	53,560.00	33.48	69,638.40	41.20	85,696.00	3
26	27.42	57,033.60	35.65	74,152.00	43.88	91,270.40	5
27	29.20	60,736.00	37.96	78,956.80	46.72	97,177.60	4
28	31.10	64,688.00	40.43	84,094.40	49.76	103,500.80	6
29	33.12	68,889.60	43.06	89,564.80	53.00	110,240.00	3
30	35.27	73,361.60	45.86	95,388.80	56.44	117,395.20	1
31	37.57	78,145.60	48.85	101,608.00	60.12	125,049.60	0
32	40.01	83,220.80	52.02	108,201.60	64.02	133,161.60	4
33	42.61	88,628.80	55.40	115,232.00	68.18	141,814.40	0
34	45.38	94,390.40	59.00	122,720.00	72.61	151,028.80	3
35	48.33	100,526.40	62.83	130,686.40	77.33	160,846.40	1

Number of FPUA Employees by Quartile of Salary Band



Salaries & Wages Budget versus Actual



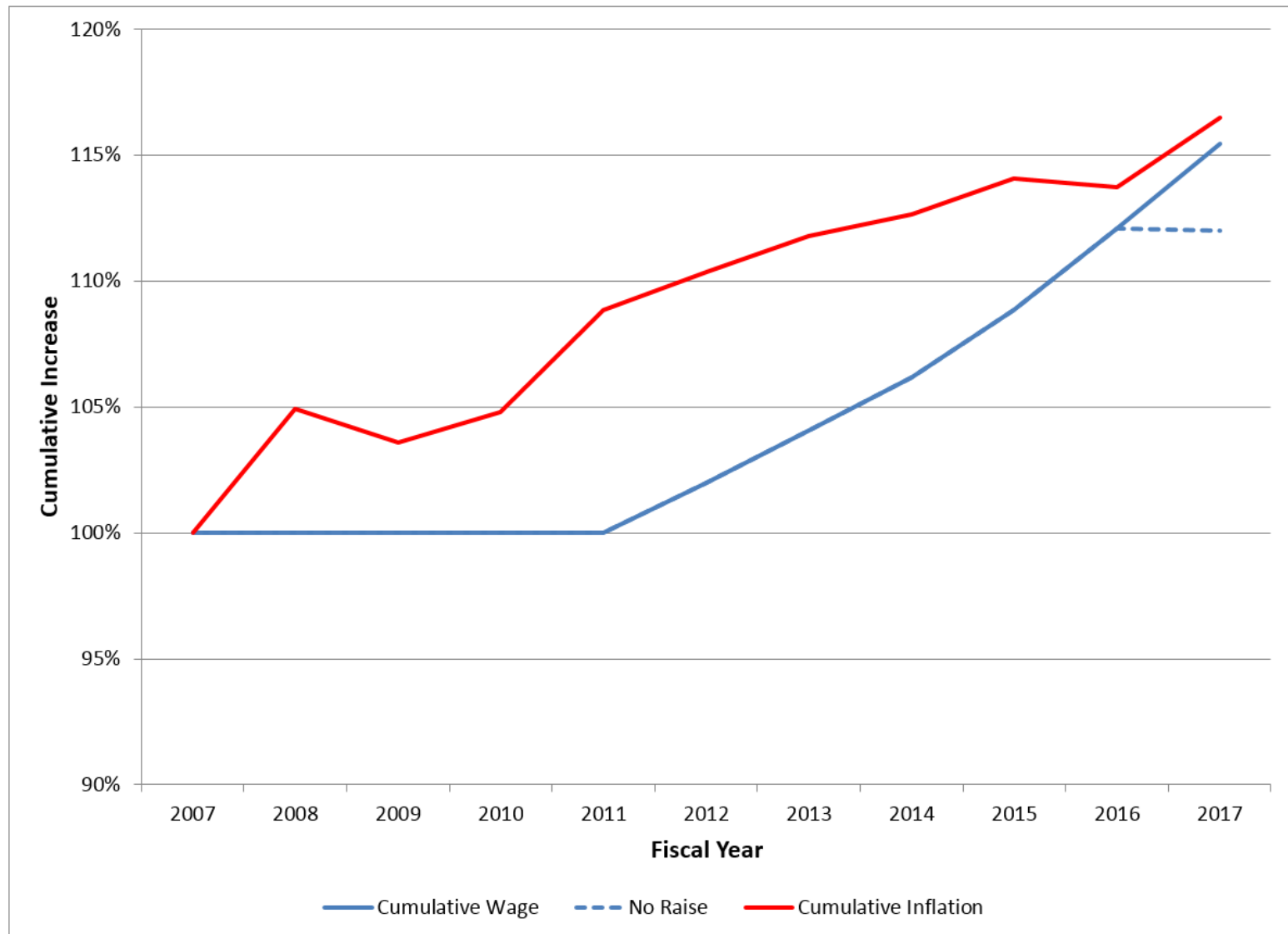


FPUA WAGE INCREASES

Year/Month	Percentage Increase
2008	0.00%
2009	0.00%
2010	0.00%
2011	0.00%
2012/April	2.00%
2013/April	2.00%
2014/March	2.03%
2015/March	2.52%
2016/April	3.00%
2017/March (budgeted for FY2017)	3.00%

FPUA Employees

Wage Increases vs. Inflation





FY2017 Annual Increase

Approximate Costs for ½ of Fiscal Year:

	Costs
Lump Sum Payout (does not increase annual salary)	\$8,939

½ of FY2017 Total	\$192,720
Associated Benefits Increase (Retirement, FICA, LT Disab.)	\$45,176
Paid for by FMIPA for TCEC	(\$14,605)

Budgeted 3% Increase for ½ of FY2017 - \$211,600



Recommendation

- Approve budgeted 3% Increase for the Second Half of FY2017
 - Funding
 - \$211,600 -- Included in the FY2017 budget for second half of fiscal year
 - No impact to rates (*already accounted for in the five year rate sufficiency study*)
 - Treasure Coast Energy Center (TCEC) increase paid for by Florida Municipal Power Association (FMPA), ~\$14,632
 - Effective 3/27/2017 for first payroll in April



Compensation Study

Report on the Compensation Study
Conducted for Fort Pierce Utilities Authority

PARILLA & ASSOCIATES

Ralph Parilla



Compensation Study

- Methodology
 - Positions review
 - Reduce salary grades and consolidate titles
 - Data was gathered from public sector:

Kissimmee Utilities Authority	Indian River County	City of Leesburg
City of Bushnell	Polk County	City of Lakeland
City of Daytona Beach	City of Ocala	City of Mount Dora
City of Gainesville	City of New Smyrna Beach	Palm Beach County
Charlotte County	St. Lucie County	



Compensation Study

Methodology (cont.)

- Unable to gather data from public sector:

City of Bartow	2014 pay study not complete, old salary ranges
City of Fort Pierce	Salary ranges date from 2005
City of Port St. Lucie	Recent study only accepted minimums of grades
City of Lake Worth	Salary study in progress
City of Clewiston	No response

- Data gathered from private sector



Compensation Study

- Job Title Consolidations

Decreased the number of Job Titles from 120 to 106

Study Position Titles

POSITIONS AS OF OCTOBER, 2017

#	<u>Job Titles</u>	<u>Steps</u>	#	<u>Job Titles</u>	<u>Steps</u>	#	<u>Job Titles</u>	<u>Steps</u>
1	Accounting Technician		37	Fleet Management Administrator		73	Operations Superintendent	
2	Administrative Supervisor		38	FPUAnet Account Specialist		74	Operations Supervisor	
3	Administrative Warehouse Coordinator		39	FPUAnet Communications Manager		75	Operator Mechanic	
4	Assistant Contoller		40	Gas Operations & Energy Services Manager		76	Payroll Administrator	
5	Assistant Plant Manager		41	GIS Analyst		77	Plant Foreman	
6	Automotive Mechanic		42	GIS Manager		78	Plant Manager	
7	Billing Specialist		43	GIS Technician I		79	Plant Operator	A, B, C
8	Business Development Representative		44	GIS Technician II		80	Program Coordinator	
9	Construction/Maintenance Administrator		45	Help Desk Technician		81	Projects Administrator	
10	Contract Program Manager		46	Human Resources Manager		82	Projects Coordinator	
11	Controller		47	Human Resources Specialist		83	Purchasing Program Manager	
12	Crew Supervisor		48	Industrial Pretreatment Program Specialist		84	Records Management Technician	
13	Customer Solutions Representative		49	Industrial Pretreatment Program Supervisor		85	Safety Officer	
14	Customer Solutions Representative Sr.		50	Information Technology Procurement/Asset Administrator		86	Senior Plant Operator	
15	Customer Solutions Supervisor		51	Information Technology Services Manager		87	Service Foreman	
16	Customer Solutions Team Lead		52	Instrument & Control Technician		88	Service Technician	I, II
17	Customer Solutions/Communications Manager		53	Instrumentation Controls Specialist		89	Staff Assistant	
18	Development Officer		54	Inventory Buyer Specialist		90	Substation Relay SCADA Technician	
19	Director of Electric & Gas Systems		55	Lab Coordinator		91	Supervising Engineer	
20	Director of Financial Services		56	Lead Instrumentation Controls Specialist		92	Systems Analyst Supervisor	
21	Director of Shared Services		57	Lead Operator Mechanic		93	Systems Operator	
22	Director of Water/Wastewater Systems		58	Line Specialist		94	Systems Programmer Analyst	
23	Distribution Foreman		59	Maintenance Supervisor		95	T&D Superintendent	
24	Distribution Mechanic	I, II, III	60	Marketing & Retailer		96	Technical Support Specialist	
25	Drafting Technician		61	Material/Warehouse Clerk		97	Utilities Accountant	
26	Education Coordinator		62	Mechanic	I, II, III	98	Utilities Inspector	
27	Electrical Engineer		63	Mechanic Welder		99	Utilities Services Supervisor	
28	Electronic Meter Technician		64	Meter Installer & Remover		100	Utility Designer	
29	Electronic SCADA Technician		65	Meter Reader		101	Utility Locator	
30	Engineering Technician I		66	Meter Reader Foreman		102	Warehouse Maintenance Specialist	
31	Engineering Technician II		67	Meter Technician		103	Wastewater Superintendent	
32	Environmental Engineer		68	MOEC Manager		104	Water Distribution Superintendent	
33	Executive Assistant		69	Motorshop Mechanic		105	Water Resources Superintendent	
34	Facilities Specialist I		70	Network Administrator		106	Water/Wastewater Foreman	
35	Facilities Specialist II		71	Network Engineer				
36	Facilities Superintendent		72	Network Supervisor				



Compensation Study

- Results of Analysis
 - Public Sector Comparison
 - Private Sector Comparison
- Recommendations



Compensation Study

Recommendation 1: New Pay Grades and Ranges

- 10% difference between grades
- 65% spread within each pay grade
- Reduction in the number of grades

Recommended Pay Grades and Ranges

SALARY SCHEDULE										
PAY GRADE	MINIMUM		1st QUARTILE		MIDPOINT		3rd QUARTILE		MAXIMUM	
	Hourly	Annually	Hourly	Annually	Hourly	Annually	Hourly	Annually	Hourly	Annually
40	\$11.35	\$23,600	\$13.28	\$27,625	\$15.22	\$31,650	\$17.15	\$35,675	\$19.09	\$39,700
41	\$12.84	\$26,700	\$14.94	\$31,075	\$17.04	\$35,450	\$19.15	\$39,825	\$21.25	\$44,200
42	\$14.13	\$29,400	\$16.44	\$34,200	\$18.75	\$39,000	\$21.06	\$43,800	\$23.37	\$48,600
43	\$15.55	\$32,350	\$18.08	\$37,613	\$20.61	\$42,875	\$23.14	\$48,138	\$25.67	\$53,400
44	\$17.12	\$35,600	\$19.89	\$41,375	\$22.67	\$47,150	\$25.44	\$52,925	\$28.22	\$58,700
45	\$18.85	\$39,200	\$21.90	\$45,550	\$24.95	\$51,900	\$28.00	\$58,250	\$31.06	\$64,600
46	\$20.72	\$43,100	\$24.07	\$50,075	\$27.43	\$57,050	\$30.78	\$64,025	\$34.13	\$71,000
47	\$22.79	\$47,400	\$26.48	\$55,075	\$30.17	\$62,750	\$33.86	\$70,425	\$37.55	\$78,100
48	\$25.05	\$52,100	\$29.11	\$60,550	\$33.17	\$69,000	\$37.27	\$77,450	\$41.30	\$85,900
49	\$27.60	\$57,400	\$32.18	\$66,925	\$36.75	\$76,450	\$41.33	\$85,975	\$45.91	\$95,500
50	\$30.34	\$63,100	\$35.37	\$73,575	\$40.41	\$84,050	\$45.44	\$94,525	\$50.48	\$105,000
51	\$33.37	\$69,400	\$38.91	\$80,925	\$44.45	\$92,450	\$49.99	\$103,975	\$55.53	\$115,500
52	\$36.68	\$76,300	\$42.78	\$88,975	\$48.87	\$101,650	\$54.96	\$114,325	\$61.06	\$127,000
53	\$40.34	\$83,900	\$47.04	\$97,850	\$53.75	\$111,800	\$60.46	\$125,750	\$67.16	\$139,700
54	\$44.38	\$92,300	\$51.75	\$107,650	\$59.13	\$123,000	\$66.51	\$138,350	\$73.89	\$153,700
55	\$48.80	\$101,500	\$56.91	\$118,375	\$65.02	\$135,250	\$73.14	\$152,125	\$81.25	\$169,000
56	\$53.68	\$111,650	\$62.60	\$130,213	\$71.53	\$148,775	\$80.45	\$167,338	\$89.38	\$185,900
57	\$59.05	\$122,815	\$68.86	\$143,236	\$78.68	\$163,658	\$88.50	\$184,079	\$98.32	\$204,500



Compensation Study

Recommendation 2: New Pay Grade Assignments

- Grade assignments
- Department Head meetings

Recommended Pay Grade Assignments

106 Job Titles	Pay Grades		Rate	
	Old	New	Min	Max
CS Representative	13	41	\$12.84	\$21.25
Material/Warehouse Clerk	12	41	\$12.84	\$21.25
Meter Reader	13	41	\$12.84	\$21.25
Billing Specialist	13	42	\$14.13	\$23.37
CS Representative Sr.	14(8), 15(3), 16(2)	42	\$14.13	\$23.37
Facilities Specialist I	14	42	\$14.13	\$23.37
Marketing & Retailer	15	42	\$14.13	\$23.37
Meter Installer & Remover	15	42	\$14.13	\$23.37
Staff Assistant	15	42	\$14.13	\$23.37
Warehouse Maintenance Specialist	15	42	\$14.13	\$23.37
Accounting Technician	16	43	\$15.55	\$25.67
Business Development Representative	18	43	\$15.55	\$25.67
Distribution Mechanic	16	43	\$15.55	\$25.67
Facilities Specialist II	16	43	\$15.55	\$25.67
FPUAnet Account Specialist	18	43	\$15.55	\$25.67
Help Desk Technician	18	43	\$15.55	\$25.67
Mechanic	16	43	\$15.55	\$25.67
Service Technician	15	43	\$15.55	\$25.67
Administrative Warehouse Coordinator	18	44	\$17.12	\$28.22
CS Team Lead	19	44	\$17.12	\$28.22
Drafting Technician	17	44	\$17.12	\$28.22
Inventory Buyer Specialist	17	44	\$17.12	\$28.22
IT Procurement/Asset Administrator	18	44	\$17.12	\$28.22
Meter Technician	18	44	\$17.12	\$28.22
Payroll Administrator	18	44	\$17.12	\$28.22
Program Coordinator	18	44	\$17.12	\$28.22
Projects Coordinator (Facilities, T&D)	18	44	\$17.12	\$28.22
Records Management Technician	18	44	\$17.12	\$28.22
Utilities Inspector	19	44	\$17.12	\$28.22
Utility Locator	18	44	\$17.12	\$28.22
Automotive Mechanic	18	45	\$18.85	\$31.06
Construction/Maintenance Administrator	20	45	\$18.85	\$31.06
Development Officer	21	45	\$18.85	\$31.06
Education Coordinator	20	45	\$18.85	\$31.06
Electronic SCADA Technician	21	45	\$18.85	\$31.06
Engineering Technician I	21	45	\$18.85	\$31.06
Executive Assistant	20	45	\$18.85	\$31.06
GIS Technician I	19	45	\$18.85	\$31.06
Human Resources Specialist	20	45	\$18.85	\$31.06
Lab Coordinator	19	45	\$18.85	\$31.06
Meter Reader Foreman	19	45	\$18.85	\$31.06
Motorshop Mechanic	18	45	\$18.85	\$31.06
Plant Operator	19	45	\$18.85	\$31.06
Projects Administrator	19(1), 21(1)	45	\$18.85	\$31.06
Administrative Supervisor	21	46	\$20.72	\$34.13
CS Supervisor	22	46	\$20.72	\$34.13
Distribution Foreman	21	46	\$20.72	\$34.13

106 Job Titles	Pay Grades		Rate	
	Old	New	Min	Max
Electronic Meter Technician	21	46	\$20.72	\$34.13
Engineering Technician II	21	46	\$20.72	\$34.13
Fleet Management Administrator	21	46	\$20.72	\$34.13
GIS Technician II	21	46	\$20.72	\$34.13
Instrument & Control Technician	23	46	\$20.72	\$34.13
IPP Specialist	18	46	\$20.72	\$34.13
Mechanic Welder	22	46	\$20.72	\$34.13
Operator Mechanic	21	46	\$20.72	\$34.13
Plant Foreman	20	46	\$20.72	\$34.13
Service Foreman	21	46	\$20.72	\$34.13
Utilities Accountant	20	46	\$20.72	\$34.13
Water/Wastewater Foreman	20	46	\$20.72	\$34.13
Contract Program Manager	23	47	\$22.79	\$37.55
IPP Supervisor	22	47	\$22.79	\$37.55
MOEC Manager	22	47	\$22.79	\$37.55
Purchasing Program Manager	23	47	\$22.79	\$37.55
Safety Officer	22	47	\$22.79	\$37.55
Senior Plant Operator	21	47	\$22.79	\$37.55
Technical Support Specialist	23	47	\$22.79	\$37.55
Utilities Services Supervisor	21	47	\$22.79	\$37.55
GIS Analyst	24	48	\$25.05	\$41.30
Instrumentation Controls Specialist	23	48	\$25.05	\$41.30
Lead Operator Mechanic	24	48	\$25.05	\$41.30
Line Specialist	24	48	\$25.05	\$41.30
Maintenance Supervisor	22	48	\$25.05	\$41.30
Network Administrator	24	48	\$25.05	\$41.30
Operations Supervisor	22	48	\$25.05	\$41.30
Substation Relay SCADA Technician	24	48	\$25.05	\$41.30
Systems Operator	24	48	\$25.05	\$41.30
Systems Programmer Analyst	25	48	\$25.05	\$41.30
Utility Designer	24	48	\$25.05	\$41.30
Assistant Controller	25	49	\$27.60	\$45.91
FPUAnet Communications Manager	24	49	\$27.60	\$45.91
Network Engineer	26	49	\$27.60	\$45.91
Crew Supervisor	26	50	\$30.34	\$50.48
Electrical Engineer	27	50	\$30.34	\$50.48
Environmental Engineer	27	50	\$30.34	\$50.48
GIS Manager	27	50	\$30.34	\$50.48
Lead Instrumentation Controls Specialist	26	50	\$30.34	\$50.48
Network Supervisor	28	50	\$30.34	\$50.48
Systems Analyst Supervisor	28	50	\$30.34	\$50.48
Assistant Plant Manager	29	51	\$33.37	\$55.53
Controller	26	51	\$33.37	\$55.53
CS/Communications Manager	26	51	\$33.37	\$55.53
Facilities Superintendent	27	51	\$33.37	\$55.53
Gas Operations & Energy Services Manager	30	51	\$33.37	\$55.53
Human Resources Manager	28	51	\$33.37	\$55.53

Recommended Pay Grade Assignments (cont.)

106 Job Titles	Pay Grades		Rate	
	Old	New	Min	Max
Operations Superintendent	29	51	\$33.37	\$55.53
T&D Superintendent	29	51	\$33.37	\$55.53
Wastewater Superintendent	28	51	\$33.37	\$55.53
Water Distribution Superintendent	28	51	\$33.37	\$55.53
Water Resources Superintendent	28	51	\$33.37	\$55.53
Information Technology Services Manager	32	53	\$40.34	\$67.16
Plant Manager	32	53	\$40.34	\$67.16
Supervising Engineer	32	53	\$40.34	\$67.16
Director of Financial Services	34	55	\$48.80	\$81.25
Director of Shared Services	34	55	\$48.80	\$81.25
Director of Water/Wastewater Systems	34	55	\$48.80	\$81.25
Director of Electric & Gas Systems	35	56	\$53.68	\$89.38



Compensation Study

Recommendation 3: New Step Plan

- Job rate system for positions
- Steps progression criteria

Recommended Step Plan

Mechanics/Distribution Mechanics				
STEP PLAN	Pay Grade	Steps	Hourly	Annual
Mechanic I	43	Start to 6 Months	\$15.55	\$32,344.00
		Job Rate	\$16.33	\$33,966.40
Mechanic II		Job Rate	\$18.08	\$37,606.40
Mechanic III		Job Rate	\$20.61	\$42,868.80

Plant Operators				
STEP PLAN	Pay Grade	Steps	Hourly	Annual
Plant Operator C	45	Start to 6 Months	\$18.85	\$39,208.00
		Job Rate	\$19.79	\$41,163.20
Plant Operator B		Job Rate	\$21.90	\$45,552.00
Plant Operator A		Job Rate	\$24.95	\$51,896.00

Gas Service Technicians				
STEP PLAN	Pay Grade	Steps	Hourly	Annual
Service Technician I	43	Start to 6 Months	\$16.33	\$33,966.40
		Job Rate	\$18.08	\$37,606.40
Service Technician II		Job Rate	\$20.61	\$42,868.80



Compensation Study

Recommendation 4: Annual Increases

– Midpoints

- Targeted at the average midpoints for labor market
- Targeted at the average salaries for the positions in the respective pay grades
- At a minimum, bring employees up to the minimum of the new pay grade

– Increases

- Realign annually to coincide with budget process
- Increases at budget approval would be for the entire fiscal year



Compensation Study

Approximate Costs:

Increases	Costs
Increase to Minimums	\$41,558
Increase to Job Rate in New Step Plan	\$136,312
FY2018 Annual Increase (3%)	<u>\$364,393</u>
Associated Benefits (Retirement, FICA, LT Disab.)	\$84,284
	(\$23,253)



Conclusion

Staff is recommending Board approval of the budgeted 3% wage increase (*in the amount of \$211,600 for the second half of fiscal year 2017*) effective March 27, 2017.

Recommended salary adjustments from the Compensation Study will be included in the FY2018 budget for Board approval.

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 23

FEBRUARY 21, 2023

VARIOUS PROJECT UPDATES

SW 5th Avenue Septic to Sewer Project

The OUA received notice of funding for the project. Sumner Engineering Consulting, Inc., has provided that a scope of work and fee schedule will be provided to the OUA Board for review, discussion and consideration at the March 2023 OUA Board meeting.

OUA Main Office Roof

The roof has received some repairs and no leaks were reported during subsequent rains. Staff would prefer to include roof replacement in the FY24 Budget cycle.

SWSA Project 1 Master Force Main

The tortoises were successfully removed for construction of the force main. Costs for the permitting and removal as well as time delay will be addressed in future documentation.

SWSA Project 1 Master Pump Station

This project is on schedule. The contractor is waiting on electrical transformer and MCC Building/wiring.

Pine Ridge Park Septic to Sewer Project

Work is continuing. OUA staff has asked for a Change Order to add back in the house to street connections based upon the receipt of additional grant money. Any Change Order will be brought back to the OUA Board for review, discussion and consideration.

This agenda item provided for informational and discussion purposes, No formal action needed.

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 24

FEBRUARY 21, 2023

PUBLIC COMMENTS

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 25

FEBRUARY 21, 2023

ITEMS FROM THE ATTORNEY

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 26

FEBRUARY 21, 2023

ITEMS FROM THE EXECUTIVE DIRECTOR

Southwest Wastewater Service Area

- Project 1 Design of the pump station & force main
 - Master Pump Station (MPS)
 - MPS Construction – construction has begun
 - Notice to Proceed: February 20, 2022
 - Substantial: February 19, 2023 (365 calendar days)
 - Final: April 20, 2023 (425 calendar days)
 - Master Force Main (MFM)
 - MFM Construction – Under construction
 - Notice to Proceed: May 23, 2022
 - Substantial: December 19, 2022 (210 calendar days)
 - Final: January 18, 2023 (240 calendar days)
 - Expected Change Order for time due to gopher tortoise issue
 - Force Main SE2 Interconnect
 - Anticipated bid advertisement Spring 2023
- Project 2 Collection System
 - Agreement up for consideration today
- Project 3 Okee-Tantie
 - Anticipated bid advertisement Summer 2023

Pine Ridge Park Utility Improvements

- Notice to Proceed issued June 21, 2022
- Substantial Completion August 19, 2023 (425 calendar days from issuance NTP)
- Final Completion September 18, 2023 (455 calendar days from issuance NTP)

SW 5th Ave Wastewater System Improvements

- Awaiting new engineer proposal

Orange Loop BHR Gravity Collection System Improvements

- Project completed, customers connecting

NW 5th Street Gravity Collection System Improvements

- Project completed

US441SE Water Main Extension

- Early design stage

Treasure Island Septic to Sewer Project

- Kick-off meeting scheduled for next week

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 27

FEBRUARY 21, 2023

ITEMS FROM THE BOARD

Completed

January 2023

BOCC/City/OUA Workshop, January 26, 2023

February 2023

Meet with USDA staff to discuss SWSA Project 2

Pending

February 2023

City Council meeting, Feb 21, 2023 to discuss mandatory connection

BOCC meeting, Feb 23, 2023 to discuss proposed connection policy