OKEECHOBEE UTILITY AUTHORITY
MEETING AGENDA
JANUARY 21, 2025
8:00 A.M.

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

2. Agenda Additions or Deletions

3. Consent Agenda
    4. Invoice from Sumner Engineering & Consulting, Inc. – SW Wastewater Service Area Project (Part E)
    5. Invoice from Sumner Engineering & Consulting, Inc. – SW Wastewater Service Area Project (Part F)
    6. Invoice from Sumner Engineering & Consulting, Inc. – SW Wastewater Service Area Project Sumner – Okee-Tantie Utility System Improvements
    7. Invoice from Hinterland Group, Inc. – Pine Ridge Park Utility Improvements
    8. Invoice from Holtz Consulting Engineers, Inc. – SR 78 Watermain Improvements
    9. Invoice from Kimley-Horn and Associates, Inc. – Treasure Island Septic to Sewer Project
    10. Invoice from Andersen Andre Consulting Engineers, Inc. – SWSA Project 2 Vacuum Collection System
    11. Invoices from CHA – Vac Station #2 Generator Replacement
    12. Invoice from Craig A. Smith and Associates, LLC – TCI Septic to Sewer Improvement Project
    13. Invoice from Holtz Consulting Engineers, Inc. – Lead and Copper Engineering Assistance
    14. Invoices from PRP Construction, LLC – SR78W Water Main Improvements - Phase 1
    15. Invoice from Lewis, Longman & Walker, P.A. – USDA Loan Legal Services
    16. Invoice from Conely and Conely, P.A. – Legal Services
    17. Invoice from Thorn Run Partners
    18. Invoice from MacVicar Consulting, Inc. – Lake Okeechobee System Operating Manual
    19. Surplus Property
    20. Corrected 2025 OUA Holidays

21. Meeting Minutes from December 17, 2024

22. Employee Recognition

23. Public Comments

Discussion Agenda
    24. Taylor Creek Isles Septic to Sewer Project
    25. NE Glades Wastewater Master Plan

26. Transfer from Operating to CIP Fund
27. FY25 Vehicle Request
28. Advanced Metering Infrastructure
29. Customer Billing Notices

Staff Reports

30. Operations Director
31. Finance
    - 31A. Finance Report
    - 31B. Investment Report
32. Attorney
33. Executive Director

34. Items from the Board

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 1

JANUARY 21, 2025

Call Meeting to Order

Pledge of Allegiance
Determine Voting Members

	Absent	Present
Melanie Anderson – Alternate	_____	_____
John Gilliland – Board Member	_____	_____
Steve Hargraves – Board Member	_____	_____
Harry Moldenhauer – Board Member	_____	_____
Steve Nelson – Board Member	_____	_____
Glenn Sneider - Alternate	_____	_____
Tabitha Trent – Board Member	_____	_____
Vacant - City Alternate	_____	_____

FUTURE MEETING OF OUA BOARD
February 18, 2025 – 8:00 A.M.

FUTURE HOLIDAYS FOR OUA STAFF
Sunday – April 20, 2025 – Easter Sunday
Monday – May 26, 2025 – Memorial Day

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 2

JANUARY 21, 2025

AGENDA ADDITIONS OR DELETIONS

OKEEHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 3

JANUARY 21, 2025

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:

    4. Invoice from Sumner Engineering & Consulting, Inc. – SW Wastewater Service Area Project (Part E)
    5. Invoice from Sumner Engineering & Consulting, Inc. – SW Wastewater Service Area Project (Part F)
    6. Invoice from Sumner Engineering & Consulting, Inc. – SW Wastewater Service Area Project Sumner – Okee-Tantie Utility System Improvements
    7. Invoice from Hinterland Group, Inc. – Pine Ridge Park Utility Improvements
    8. Invoice from Holtz Consulting Engineers, Inc. – SR 78 Watermain Improvements
    9. Invoice from Kimley-Horn and Associates, Inc. – Treasure Island Septic to Sewer Project
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    12. Invoice from Craig A. Smith and Associates, LLC – TCI Septic to Sewer Improvement Project
    13. Invoice from Holtz Consulting Engineers, Inc. – Lead and Copper Engineering Assistance
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    15. Invoice from Lewis, Longman & Walker, P.A. – USDA Loan Legal Services
    16. Invoice from Conely and Conely, P.A. – Legal Services
    17. Invoice from Thorn Run Partners
    18. Invoice from MacVicar Consulting, Inc. – Lake Okeechobee System Operating Manual
    19. Surplus Property
    20. Corrected 2025 OUA Holidays

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 4

JANUARY 21, 2025

CONSENT AGENDA

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

Please find attached the invoice in the amount of $18,974.22 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
June 2021-Dec 2021	Pay Requests 1-6			$211,029.12	$930,753.88
Jan 2022 - Oct 2022	Pay Requests 7-16			$442,164.00	$488,589.88
Jan-23	17	Jan-23		$17,389.00	$471,200.88
Feb-23	18	Feb-23		$6,955.60	$464,245.28
Mar-23	19	Mar-23		$3,130.02	$461,115.26
Apr-23	20	Apr-23		$2,560.28	$458,554.98
May-23	21	May-23		$3,687.50	$454,867.48
Jun-23	22	Jun-23		$42,380.80	$412,486.68
Jul-23	23	Jul-23		$25,090.98	$387,395.70
Aug-23	24	Aug-23		$21,845.98	$365,549.72
Sep-23	25	Sep-23		$44,912.50	$320,637.22
Oct-23	26	Oct-23		$25,475.00	$295,162.22
Dec-23	27	Dec-23		$55,267.39	$239,894.83
Jan-24	28	Jan-24		$34,914.71	$204,980.12
Feb-24	29	Feb-24		$27,310.00	$177,670.12
Mar-24	30	Mar-24		$29,560.00	$148,110.12
Apr-24	31	Apr-24		$20,842.50	$127,267.62
May-24	32	May-24		$27,470.00	$99,797.62
Jun-24	33	Jun-24		$19,874.86	$79,922.76
Jul-24	34	Jul-24		$21,835.00	$58,087.76
Aug-24	35	Aug-24		$25,565.28	$32,522.48
	Change Order		$294,840.00		$327,362.48
Sep-24	36	Sep-24		$17,015.95	$310,346.53
Oct-24	37	Oct-24		$17,189.50	$293,157.03
Dec-24	38	Dec-24		$60,722.21	$232,434.82
Jan-25	39		$18,974.22		$213,460.60

Staff recommends approval of this invoice in the amount of $18,974.22 to Sumner Engineering & Consulting, Inc.

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

410 NW 2nd Street
Okeechobee, FL 34972
863.763.9474

Invoice

BILL TO

January 9, 2025

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

Invoice No. 1705
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	100%	$476,232.00	$476,232.00	**$0.00**
E3 – Bidding and Negotiation Phase	$34,778	100%	$34,778.00	$34,778.00	**$0.00**
E4 – Construction Phase Services (excl. RPR)	$278,340	64.05%	$178,280.40	$173,506.18	**$4,774.22**
E5 – Post-Construction Phase Services	$20,784	0%	$0.00	$0.00	**$0.00**
E6 – Resident Project Representative (T&M)	$406,667	T&M (See attached)	314,050.00	$299,850.00	**$14,200.00**
				TOTAL:	**$18,974.22**

Total Purchase Order Amount: $1,436,623.00
Total Billed to Date: $1,223,162.40
Total Billed this Invoice: $ 18,974.22

For services rendered December 8, 2024 – January 4, 2025.

Sumner Engineering & Consulting, Inc.
410 NW 2nd Street
Okeechobee, FL 34972 US
+18636349474
jeff@sumnerengineering.com

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

Project 2 SDC Backup

BILL TO
19-04.Task E4 - Project 2
Services During Construction
Okeechobee Utility Authority
100 SW 5th Avenue
Okeechobee, Florida 34974

INVOICE # 1705
DATE 01/09/2025
DUE DATE 01/09/2025
TERMS Due on receipt

DATE	ACTIVITY	QTY	RATE	AMOUNT
12/09/2024	**Hours - Sumner, Jeffrey M** Pay app review; VPS5 call; call with HGI and USDA re: stored materials	4:00	170.00	680.00
12/12/2024	**Hours - Sumner, Jeffrey M** pay app correspondence with USDA; RPR coordination	2:00	170.00	340.00
12/13/2024	**Hours - Sumner, Jeffrey M** Finalize pay app 19; RPR catch up	1:30	170.00	255.00
12/17/2024	**Hours - Sumner, Jeffrey M** Owner meeting and RPR catch-up	2:00	170.00	340.00
12/19/2024	**Hours - Sumner, Jeffrey M** Contractor meeting; RPR coordination	1:30	170.00	255.00
12/20/2024	**Hours - Sumner, Jeffrey M** Site meeting re: pit placement	1:30	170.00	255.00
12/23/2024	**Hours - Sumner, Jeffrey M** RPR meeting, conflict review	1:30	170.00	255.00
12/24/2024	**Hours - Sumner, Jeffrey M** Contractor coordination	1:00	170.00	170.00
12/26/2024	**Hours - Sumner, Jeffrey M** RPR / contractor coordination	1:00	170.00	170.00
01/09/2025	SWSA Project 2 SDC (CHA 1249-15 w/ 10% markup per contract, see attached)			2,054.22
			TOTAL OF NEW CHARGES	4,774.22
			BALANCE DUE	**$4,774.22**

Sumner Engineering & Consulting Inc.
410 NW 2nd Street
Okeechobee, FL 34972

January 9, 2025
Project No: 001249.000
Invoice No: 1249-16

Project 001249.000 282-002.03 OUA SW Section WW Service SDC

Professional Engineering Services for the vacuum sewer design of the remainder of the Southwest Service Area, per the scope agreement dated March 2, 2021.

Professional Services from November 23, 2024 to December 27, 2024

Professional Personnel

		Hours	Rate	Amount
Engineer 1				
Kaminski, Hunter	12/5/2024	4.00	85.00	340.00
Reviewing metal roof shop drawing submittal.				
Engineer 2				
Tahaoglu, Ahmet	12/5/2024	2.50	90.00	225.00
Shop drawing review (standing seam metal roofing system).				
Engineer 6				
Bortz, Stephanie	11/25/2024	1.00	150.00	150.00
282-002.03 Site Visit with Resident Inspector				
Bortz, Stephanie	11/27/2024	1.50	150.00	225.00
282-002.03 RFP Submittal to HGI for Security Issues & Site Visit Reports				
Bortz, Stephanie	12/5/2024	1.50	150.00	225.00
282-002.03 Progress Meeting & Shop Drawing Coordination & Discussion with Electrical				
Bortz, Stephanie	12/9/2024	.50	150.00	75.00
282-002.03 VPS 5 VSS Discussion				
Bortz, Stephanie	12/12/2024	.50	150.00	75.00
282-002.03 Rebar and Conduit Construction Correction Review				
Bortz, Stephanie	12/13/2024	.50	150.00	75.00
282-002.03 Project Coordination				
Bortz, Stephanie	12/17/2024	.50	150.00	75.00

Project	001249.000	282-002.03 OUA SW Section WW Service SDC		Invoice	1249-16
	282-002.03 Review of Construction Schedule				
	Totals	12.50		1,465.00	
	Total Labor				**1,465.00**
Reimbursable Expenses					
Direct Miscellaneous-Reimbursables					
12/13/2024	Hudson Inspections LLC			300.00	
12/13/2024	Leslie Hudson			102.47	
	Total Reimbursables		**1.0 times**	**402.47**	**402.47**

Billing Limits	**Current**	**Prior**	**To-Date**
Total Billings	1,867.47	94,551.11	96,418.58
Limit			188,800.00
Remaining			92,381.42

Total this Invoice **$1,867.47**

PAYMENT IS DUE WITHIN 30 DAYS OF INVOICE DATE

Bank Name: Citizens Bank NA - Account Name: CHA Consulting, Inc. | Account #: 4011254230 - ABA #: 021313103

Supporting remittance information should be sent via email to remittances@chasolutions.com

PO BOX 845746 | Boston, MA 02284-5746 | Worksource - 845746 | T: (518) 453-4500 | F: (518) 458-1735

CHASOLUTIONS.COM

EXPENSE SHEET

Name: Les Hudson

Date:

DATE	PROJ. NO	CLIENT/PURPOSE	AUTO MI	AUTO $	TOLLS	PERSONAL TRAVEL MEALS BKFST	LUNCH	DIN	HOTEL	OTHER EXP.	TOTAL
				$ -							$ -
11/18/24	282-002.03	OUA VPS #5 Rough Elec	141	$ 94.47	8-						$ 102.47
	001249.000			$ -							$ -
				$ -							$ -
				$ -							$ -
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				$ -							$ -
		TOTAL:	0	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 102.47 -

ECKLER ENGINEERING, INC.

APPROVED BY: SIGNATURE:

Y:\Documents\Les Hudson Timesheets\Expense Form

Name: Les Hudson

Pay Period: 11-16-24 — 11-22-24

001249.000

Project # 282-002.03 Project Name: OVA VACUUM STA. #5 -

Day	Date	Hours	Description of Work
SAT			
SUN			
MON	11/18/24	6	ON SITE VISIT TO OBSERVE THE ROUGH ELECTRIC AND PLUMBING INCLUDING CAD WELDING OF LIGHTNING CABLES INSTALLATION
TUE			
WED			
THU			
FRI			
Total Hrs / week			

Sumner Engineering & Consulting, Inc.
410 NW 2nd Street
Okeechobee, FL 34972 US
+18636349474
jeff@sumnerengineering.com

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

RPR Backup

BILL TO
19-04.Task E5 - Resident Project Representative
Okeechobee Utility Authority
100 SW 5th Avenue
Okeechobee, Florida 34974

INVOICE # 1705
DATE 01/09/2025
DUE DATE 01/09/2025
TERMS Due on receipt

DATE	ACTIVITY	QTY	RATE	AMOUNT
12/09/2024	Resident Project Representative:Inspector	8:00	100.00	800.00
12/10/2024	Resident Project Representative:Inspector	8:00	100.00	800.00
12/11/2024	Resident Project Representative:Inspector	8:00	100.00	800.00
12/12/2024	Resident Project Representative:Inspector	8:00	100.00	800.00
12/13/2024	Resident Project Representative:Inspector	8:00	100.00	800.00
12/16/2024	Resident Project Representative:Inspector	8:00	100.00	800.00
12/17/2024	Resident Project Representative:Inspector	8:30	100.00	850.00
12/18/2024	Resident Project Representative:Inspector	7:30	100.00	750.00
12/19/2024	Resident Project Representative:Inspector	8:00	100.00	800.00
12/20/2024	Resident Project Representative:Inspector	8:00	100.00	800.00
12/23/2024	Resident Project Representative:Inspector	8:30	100.00	850.00
12/24/2024	Resident Project Representative:Inspector	6:00	100.00	600.00
12/26/2024	Resident Project Representative:Inspector	8:00	100.00	800.00
12/27/2024	Resident Project Representative:Inspector	7:30	100.00	750.00
12/30/2024	Resident Project Representative:Inspector	8:30	100.00	850.00
12/31/2024	Resident Project Representative:Inspector	7:30	100.00	750.00
01/02/2025	Resident Project Representative:Inspector	8:00	100.00	800.00
01/03/2025	Resident Project Representative:Inspector	8:00	100.00	800.00
	TOTAL OF NEW CHARGES			14,200.00
	BALANCE DUE			**$14,200.00**

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 5

JANUARY 21, 2025

CONSENT AGENDA

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

Please find attached the invoice in the amount of $45,685.50 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
					$48,090.00
Jan-25	1		$45,685.50		$2,404.50

Staff recommends approval of this invoice in the amount of $45,685.50 to Sumner Engineering & Consulting, Inc.

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

410 NW 2nd Street
Okeechobee, FL 34972
863.763.9474

Invoice

BILL TO

January 6, 2025

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

Invoice No. 1701
SW Wastewater Service Area Project (SEC Proj. No. 19-04)
Part F – NW-15 Assessment
OUA Purchase Order No. 11959

Task	Contract Amount	Percent Complete	Amount Complete	Previously Billed	Invoice Amount
F1 – Lift Station Assessment	$23,420	95%	$22,249.00	$0.00	**$22,249.00**
F2 – Preliminary Design	$24,670	95%	$23,436.50	$0.00	**$23,436.50**
				TOTAL:	**$45,685.50**

Total Purchase Order Amount: $48,090.00
Total Billed to Date: $45,685.50
Total Billed this Invoice: $45,685.50

For services rendered through January 4, 2025.

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 6

JANUARY 21, 2025

CONSENT AGENDA

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

Please find attached the invoice in the amount of $41,001.43 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	Feb-23		$3,199.44	$514,804.56
Mar-23	9	Mar-23		$31,994.40	$482,810.16
Apr-23	10	Apr-23		$15,997.20	$466,812.96
Apr-23	Change Order		$145,365.00		$612,177.96
May-23	11	May-23		$13,548.06	$598,629.90
Jun-23	12	Jun-23		$51,791.28	$546,838.62
Aug-23	13	Aug-23		$4,549.94	$542,288.68
Sep-23	14	Sep-23		$30,445.58	$511,843.10
Oct-23	15	Oct-23		$17,695.35	$494,147.75
Nov-23	16	Nov-23		$42,727.81	$451,419.94
Dec-23	17	Dec-23		$30,211.58	$421,208.36
Jan-24	18	Jan-24		$4,315.94	$416,892.42
Feb-24	19	Feb-24		$6,907.26	$409,985.16
May-24	20	May-24		$6,333.06	$403,652.10
Jun-24	21	Jun-24		$4,315.94	$399,336.16
Jul-24	22	Jul-24		$4,315.94	$399,336.16
Dec-24	23	Dec-24		$18,258.26	$381,077.90
Jan-25	24		$41,001.43		$358,334.73

Staff recommends approval of this invoice in the amount of $41,001.43 to Sumner Engineering & Consulting, Inc.

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

410 NW 2nd Street
Okeechobee, FL 34972
863.763.9474

Invoice

BILL TO

January 6, 2025

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

Invoice No. 1702
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	80%	$4,680.00	$4,680.00	**$0.00**
B1 – Design and Permitting	$431,594.00	75.5%	$325,853.47	$284,852.04	**$41,001.43**
• *Original Authorization*	*$319,944.00*				
• *Change Order*	*$111,650.00*				
B2 – Bidding Services	$17,010.00	0%	$0.00	$0.00	**$0.00**
• *Original Authorization*	*$13,765.00*				
• *Change Order*	*$3,245.00*				
C1 – Construction Administration	$211,840.00	0%	$0.00	$0.00	**$0.00**
• *Original Authorization*	*$181,370.00*				
• *Change Order*	*$30,470.00*				
				TOTAL:	**$41,001.43**

Total Purchase Order Amount: $831,444.00
Total Billed to Date: $495,683.47
Total Billed this Invoice: $ 41,001.43

For services rendered December 8, 2024 - January 4, 2025.

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 7

JANUARY 21, 2025

CONSENT AGENDA

INVOICE FROM HINTERLAND GROUP, INC. – PINE RIDGE PARK UTILITY IMPROVEMENTS

Please find attached invoice in the amounts of $85,864.15 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 #1		-$712,125.05		$4,430,874.95
Oct-22	1	Oct-22		$110,913.06	$4,319,961.89
Dec-22	2	Dec-22		$478,757.06	$3,841,204.83
Jan-23	3	Jan-23		$280,563.22	$3,560,641.61
Feb-23	4	Feb-23		$231,874.10	$3,328,767.51
Mar-23	5	Mar-23		$330,737.75	$2,998,029.76
Mar-23	6	Mar-23		$403,728.72	$2,594,301.04
Apr-23	7	Apr-23		$323,735.44	$2,270,565.60
Jun-23	8	Jun-23		$71,522.68	$2,199,042.92
Jun-23	Change Order #2		$818,942.62		$3,017,985.54
Aug-23	Change Order #3		-$150,274.26		$2,867,710.28
Aug-23	9	Aug-23		$175,634.19	$2,692,076.09
Aug-23	10	Aug-23		$52,983.35	$2,639,092.74
Oct-23	11	Oct-23		$244,523.16	$2,394,569.58
Nov-23	12	Nov-23		$427,149.64	$1,967,419.94
Dec-23	13	Dec-23		$337,045.37	$1,630,374.57
Jan-24	14	Jan-24		$186,081.54	$1,444,293.03
Feb-24	15	Feb-24		$121,858.97	$1,322,434.06
Mar-24	16	Mar-24		$218,221.64	$1,104,212.42
Apr-24	17	Apr-24		$186,061.33	$918,151.09
May-24	18	May-24		$175,634.24	$742,516.85
Jun-24	19	Jun-24		$49,102.76	$693,414.09
Aug-24	20	Aug-24		$78,783.65	$614,630.44
Sep-24	21	Sep-24		$37,743.50	$576,886.94
Oct-24	22	Oct-24		$16,919.50	$559,967.44
Jan-25	23		$85,864.15		$474,103.29

Staff recommends approval of these invoice in the amounts of $85,864.15 to Hinterland Group, Inc.

December 16th, 2024 (Sent via email to jhayford@ouafl.com)
235-006.03

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. 23
Pine Ridge Park Utility System Improvements

Enclosed is revised Payment Application and Certificate No. 23 for the above referenced project from Hinterland Group, Inc. **We recommend funding the requested hard cost amount of $85,864.15 as payment for work completed from October 1st, 2024, through December 6th, 2024.** The work for which payment is being requested includes:

1. Complete Payment of Line Item 10f - Overhead Crane
2. Complete Payment of Line Item 10q - Labor And Supervision For Installation And General Site Work
3. Complete Payment of Line Item 27 – Concrete Driveways
4. Complete Payment of Line Item 28 – Gravel Driveways
5. Partial Payment of 13.19% of Line Item 32 – Miscellaneous Work Allowance
6. Partial Payment of Line Item CO #2-2 addition of all septic tank abandonments. A total of 27 septic tank abandonments were completed during this period.
7. Partial Payment of Line Item CO #2-3 addition of all sanitary sewer connections from R/W to Customer Tie-In. A total of 5 connections were made during this pay period.

As of the date of this letter, the Hinterland Group has exceeded the approved contract substantial completion date of February 16th, 2024. Specification Section 017000- Contract Closeout paragraph 1.7 requires the final adjustment of accounts which include a statement reflecting adjustments made for liquidated damages. CHA Consulting, Inc. is coordinating with Hinterland Group to provide corrective actions due to exceeding the approved contract time to meet Substantial Completion.

Specification Section 00500 - Agreement, Article 4, Liquidated Damages, which specifies Liquidated Damages in the amount of $500 per calendar day plus engineering expenses and fees shall be assessed for each day beyond the date the time specified in paragraph 3.1 of the Agreement for Substantial Completion. As well, Liquidated Damages in the amount of $500 per calendar day plus engineering expenses and fees shall be assessed for each day beyond the date of Final Completion.

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,

Stephanie Bortz, E.I.

Encl.

Y:\Documents\Okeechobee\235-006.03 Pine Ridge Park Utility Improvements - SDC\Pay Requests\Pay App #23\Pay App #23.docx

PAYMENT APPLICATION AND CERTIFICATE
SIGNATURE PAGE

APPLICATION NUMBER 23

DATE	**December 16th, 2024**	**PROJECT NUMBER**	**235-006.03**
PERIOD FROM	**October 1st, 2024**	**TO**	**December 6th, 2024**
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.

CHA Consulting, Inc. _ _____ Date 12/17/24

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. Joshua Ramirez

Title: Project Manager

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

_____ Date_____
Signature

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

TO OWNER: **OKEECHOBEE UTILITY AUTHORITY**

PROJECT: PINE RIDGE PARK UTILITY IMPROVEMENTS

APPLICATION NO: **23**

APPLICATION DATE: **December 6, 2024**

PERIOD FROM: **October 1, 2024**

PERIOD TO: **December 6, 2024**

REVISION: 1

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			$ 5,143,000.00
2. Net change by Change Orders			$ (43,456.66)
3. CONTRACT SUM TO DATE (Line 1 ± 2)			$ 5,099,543.34
4. TOTAL COMPLETED & STORED TO DATE:			$ 4,868,884.26
5. RETAINAGE:			
a. 5 % of Completed Work (Column D + E on G703)	$ 243,444.21		
b. 0 % of Stored Material (Column F on G703)	$ 0.00		
Total Retainage (Lines 5a + 5b or Total in Column I of G703)			$ 243,444.21
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)			$ $4,625,440.05
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)			$ 4,539,575.90
8. CURRENT PAYMENT DUE			$ 85,864.15
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)			$ 474,103.29

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	$818,942.65	$862,399.31
Total approved this Month	$0.00	0.00
TOTALS	$818,942.65	$862,399.31
NET CHANGES by Change Order	($43,456.66)	

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 recieved from the Owner, and that current payment shown herein is now due.

CONTRACTOR: HINTERLAND GROUP, INC.

By: _____ Date: _____

Josh Ramirez, Project Manager

State of: **Florida** County of: **Palm Beach**

Subscribed and sworn to before me this _____ day of _____, 2022

Notary Public: _____

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 . . . . $ 85,864.15

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: _____ Date: 12/17/24

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

AIA DOCUMENT G703

AIA 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.

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

APPLICATION NO: 23
APPLICATION DATE: 12/6/2024
PERIOD TO: 12/6/2024
PROJECT NO.: 235-006.03
CONTRACT NO.: 22-0039-00

A		B	C	D	E	F	G		H		I	J	K		L	M
ITEM NO.	FDOT PAY ITEM NO.	DESCRIPTION OF WORK ITEM	QTY	UNIT	UNIT PRICE	SCHEDULED VALUE TOTAL	WORK COMPLETED FROM PREVIOUS APPL		WORK COMPLETED THIS PERIOD		QTY TO DATE	MATERIALS PRESENTLY STORED (NOT IN G OR H)	TOTAL COMPLETED AND STORED TO DATE (G+H+J)	% (K ÷ F)	BALANCE TO FINISH (F - K)	TOTAL RETAINAGE 5.00%
							QTY	AMOUNT (G + H)	QTY	AMOUNT						
		GENERAL														
1		Mobilization	1	LS	$ 316,000.00	$316,000.00	1.000	$316,000.00		**$0.00**	1	$0.00	$316,000.00	100%	$0.00	$15,800.00
2		Indemnification	1	LS	$ 51,500.00	$51,500.00	1.000	$51,500.00		**$0.00**	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	1.000	$34,200.00		**$0.00**	1	$0.00	$34,200.00	100%	$0.00	$1,710.00
4		Maintenance of Traffic	1	LS	$ 34,200.00	$34,200.00	1.000	$34,200.00		**$0.00**	1	$0.00	$34,200.00	100%	$0.00	$1,710.00
5		Existing Utility Location/ Identification	1	LS	$ 10,260.00	$10,260.00	1.000	$10,260.00		**$0.00**	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	1.000	$10,260.00		**$0.00**	1	$0.00	$10,260.00	100%	$0.00	$513.00
		SANITARTY SYSTEM														
7a		Furnish and install SDR 21 PVC vacuum main, complete - 4 inch	8100.00	LF	$46.46	$376,326.00	8100.000	$376,326.00		**$0.00**	8100	$0.00	$376,326.00	100%	$0.00	$18,816.30
7b		Furnish and install SDR 21 PVC vacuum main, complete - 6 inch	1900.00	LF	$57.35	$108,965.00	1900.000	$108,965.00		**$0.00**	1900	$0.00	$108,965.00	100%	$0.00	$5,448.25
7c		Furnish and install SDR 21 PVC vacuum main, complete - 8 inch	600.00	LF	$79.80	$47,880.00	600.000	$47,880.00		**$0.00**	600	$0.00	$47,880.00	100%	$0.00	$2,394.00
8a		Furnish and install division valves and boxes, complete - 4-inch	12.00	EA	$ 2,115.00	$25,380.00	12.000	$25,380.00		**$0.00**	12	$0.00	$25,380.00	100%	$0.00	$1,269.00
8b		Furnish and install division valves and boxes, complete - 6-inch	5.00	EA	$ 2,360.00	$11,800.00	5.000	$11,800.00		**$0.00**	5	$0.00	$11,800.00	100%	$0.00	$590.00
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		**$0.00**	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	34	$299,200.00		**$0.00**	34	$0.00	$299,200.00	100%	$0.00	$14,960.00
9b		Furnish and install vacuum collection pit assemblies, complete - Type “A” Across from main	7	EA	$ 9,575.00	$ 67,025.00	7	$67,025.00		**$0.00**	7		$67,025.00	100%	$0.00	$3,351.25
9c		Furnish and install vacuum collection pit assemblies, complete - Type “B” Adjacent to main	11	EA	$ 10,035.00	$ 110,385.00	11	$110,385.00		**$0.00**	11	$0.00	$110,385.00	100%	$0.00	$5,519.25
9d		Furnish and install vacuum collection pit assemblies, complete - Type “B” Across from main	3	EA	$ 10,260.00	$ 30,780.00	3	$30,780.00		**$0.00**	3	$0.00	$30,780.00	100%	$0.00	$1,539.00
		Furnish and install vacuum pump station with equipment, complete														
10a		Mobilization	1	LS	$ 50,140.00	$50,140.00	1	$50,140.00		**$0.00**	1	$0.00	$50,140.00	100%	$0.00	$2,507.00
10b		Underground Building Section Excavation and Dewatering	1	LS	$ 65,000.00	$65,000.00	1	$65,000.00		**$0.00**	1	$0.00	$65,000.00	100%	$0.00	$3,250.00
10c		Building Shell	1	LS	$ 340,000.00	$340,000.00	1	$340,000.00		**$0.00**	1	$0.00	$340,000.00	100%	$0.00	$17,000.00
10d		Finish Roofing	1	LS	$ 35,000.00	$35,000.00	1	$35,000.00		**$0.00**	1	$0.00	$35,000.00	100%	$0.00	$1,750.00
10e		Gutters	1	LS	$ 12,000.00	$12,000.00	1	$12,000.00		**$0.00**	1	$0.00	$12,000.00	100%	$0.00	$600.00
10f		Overhead Crane	1	LS	$ 40,000.00	$40,000.00	0.95	$38,000.00	**0.05**	**$2,000.00**	1	$0.00	$40,000.00	100%	$0.00	$2,000.00
		Generator (Furnish Only)	1	LS	$ 125,000.00	$125,000.00	0	$0.00		**$0.00**	0	$0.00	$0.00	0%	$125,000.00	$0.00
10g		Electrical	1	LS	$ 235,000.00	$235,000.00	1	$235,000.00		**$0.00**	1	$0.00	$235,000.00	100%	$0.00	$11,750.00
10h		Flovac System (Furnish Only)	1	LS	$ 481,000.00	$481,000.00	1	$481,000.00		**$0.00**	1	$0.00	$481,000.00	100%	$0.00	$24,050.00
10i		Piping Material (Furnish Only)	1	LS	$ 45,000.00	$45,000.00	1	$45,000.00		**$0.00**	1		$45,000.00	100%	$0.00	$2,250.00
10j		Stucco and Paint Finish	1	LS	$ 55,000.00	$55,000.00	1	$55,000.00		**$0.00**	1	$0.00	$55,000.00	100%	$0.00	$2,750.00
10k		HVAC	1	LS	$ 35,000.00	$35,000.00	1	$35,000.00		**$0.00**	1	$0.00	$35,000.00	100%	$0.00	$1,750.00
10l		Louvres and Metalwork	1	LS	$ 45,000.00	$45,000.00	1	$45,000.00		**$0.00**	1	$0.00	$45,000.00	100%	$0.00	$2,250.00
10m		Ordor Control	1	LS	$ 15,000.00	$15,000.00	1	$15,000.00		**$0.00**	1	$0.00	$15,000.00	100%	$0.00	$750.00
10n		General Plumbing	1	LS	$ 12,000.00	$12,000.00	1	$12,000.00		**$0.00**	1	$0.00	$12,000.00	100%	$0.00	$600.00
10o		Bathroom	1	LS	$ 15,000.00	$15,000.00	1	$15,000.00		**$0.00**	1	$0.00	$15,000.00	100%	$0.00	$750.00
10p		Doors	1	LS	$ 25,000.00	$25,000.00	1	$25,000.00		**$0.00**	1	$0.00	$25,000.00	100%	$0.00	$1,250.00
10q		Labor and Supervision for installation and General Site Work	1	LS	$ 125,000.00	$125,000.00	0.9875	$123,437.50	**0.0125**	**$1,562.50**	1	$0.00	$125,000.00	100%	$0.00	$6,250.00
		OUA Vaccum Building Breakdown Total														
11		Abandon septic tanks, complete	111	EA	$ 1,370.00	$152,070.00		$0.00		**$0.00**	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		**$0.00**	0	$0.00	$0.00	0%	$13,580.00	$0.00
13		Furnish and Install Sanitary Service Connections (R/W to Customer Tie-In), complete	111	EA	$ 3,085.00	$342,435.00		$0.00		**$0.00**	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		**$0.00**	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	1310	$48,994.00		**$0.00**	1310	$0.00	$48,994.00	97%	$1,496.00	$2,449.70
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		**$0.00**	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	3460	$68,162.00		**$0.00**	3460	$0.00	$68,162.00	100%	$0.00	$3,408.10
17a		Furnish and install gate valves and boxes, complete 6"	12	EA	$ 2,540.00	$30,480.00	12	$30,480.00		**$0.00**	12	$0.00	$30,480.00	100%	$0.00	$1,524.00
17b		Furnish and install gate valves and boxes, complete 8"	5	EA	$ 3,340.00	$16,700.00	5	$16,700.00		**$0.00**	5	$0.00	$16,700.00	100%	$0.00	$835.00
18a		Furnish, install, and remove sample points, complete, inclusive of bacteriological testing, complete - On Main	13	EA	$ 1,150.00	$14,950.00	13	$14,950.00		**$0.00**	13	$0.00	$14,950.00	100%	$0.00	$747.50
18b		Furnish, install, and remove sample points, complete, inclusive of bacteriological testing, complete - On Fire Hydrant	4	EA	$ 1,150.00	$4,600.00	4	$4,600.00		**$0.00**	4	$0.00	$4,600.00	100%	$0.00	$230.00
19		Furnish and install fire hydrant assemblies, complete	5	EA	$ 9,300.00	$46,500.00	5	$46,500.00		**$0.00**	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	4	$4,000.00		**$0.00**	4	$0.00	$4,000.00	100%	$0.00	$200.00
20b		Furnish and install single water service with angle stop and meter box (opposite), complete	4	EA	$ 1,800.00	$7,200.00	4	$7,200.00		**$0.00**	4	$0.00	$7,200.00	100%	$0.00	$360.00
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	24	$38,400.00		**$0.00**	24	$0.00	$38,400.00	100%	$0.00	$1,920.00
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	24	$65,520.00		**$0.00**	24	$0.00	$65,520.00	100%	$0.00	$3,276.00
21		Furnish and Install Water Service Connections (R/W to Customer Tie-In), complete	131	EA	$ 1,460.00	$191,260.00		$0.00		**$0.00**	0	$0.00	$0.00	0%	$191,260.00	$0.00

SCHEDULE OF VALUES

AIA DOCUMENT G703

AIA 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.

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

APPLICATION NO: 23
APPLICATION DATE: 12/6/2024
PERIOD TO: 12/6/2024
PROJECT NO.: 235-006.03
CONTRACT NO.: 22-0039-00

A		B	C	D	E	F	G		H		I	J	K		L	M
ITEM NO.	FDOT PAY ITEM NO.	DESCRIPTION OF WORK ITEM	QTY	UNIT	UNIT PRICE	SCHEDULED VALUE TOTAL	WORK COMPLETED FROM PREVIOUS APPL		WORK COMPLETED THIS PERIOD		QTY TO DATE	MATERIALS PRESENTLY STORED (NOT IN G OR H)	TOTAL COMPLETED AND STORED TO DATE (G+H+J)	% (K ÷ F)	BALANCE TO FINISH (F - K)	TOTAL RETAINAGE 5.00%
							QTY	AMOUNT (G + H)	QTY	AMOUNT						
22		Disconnect wells, complete	104	EA	$ 185.00	$19,240.00		$0.00		**$0.00**	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	1.4	$25,480.00		**$0.00**	1.4	$0.00	$25,480.00	93%	$1,820.00	$1,274.00
24		Grout and Abandon Water Main Pipe, complete	310	LF	$ 15.50	$4,805.00	310	$4,805.00		**$0.00**	310	$0.00	$4,805.00	100%	$0.00	$240.25
		RESTORATION														
25		Furnish and place sod, complete	11,000	LF	$ 2.85	$31,350.00	11000	$31,350.00		**$0.00**	11000	$0.00	$31,350.00	100%	$0.00	$1,567.50
26		Asphaltic Driveways, complete	330	SY	$ 57.00	$18,810.00	147	$8,379.00		**$0.00**	147	$0.00	$8,379.00	45%	$10,431.00	$418.95
27		Concrete Driveways, complete	1,840	SY	$ 74.10	$136,344.00	1643.78	$121,804.10	**199**	**$14,745.90**	1842.78	$0.00	$136,550.00	100%	-$206.00	$6,827.50
28		Gravel Driveways, complete	1,200	SY	$ 22.80	$27,360.00	814	$18,559.20	**386**	**$8,800.80**	1200	$0.00	$27,360.00	100%	$0.00	$1,368.00
29		Asphalt Road Patch, complete	1,850	SY	$ 25.30	$46,805.00	1850	$46,805.00		**$0.00**	1850	$0.00	$46,805.00	100%	$0.00	$2,340.25
30		Headwall Replacement, complete	7	EA	$ 855.00	$5,985.00	2	$1,710.00		**$0.00**	2	$0.00	$1,710.00	29%	$4,275.00	$85.50
31		Pavement Markings/Restoration Allowance	1	LS	$ 10,000.00	$10,000.00		$0.00		**$0.00**	0	$0.00	$0.00	0%	$10,000.00	$0.00
32		Miscellaneous Work Allowance	1	LS	$ 400,000.00	$400,000.00	32.46%	$129,844.50	**13.19%**	**$52,774.11**	0.456546525	$0.00	$182,618.61	46%	$217,381.39	$9,130.93
		Change Orders														
CO#1 -1		Removal of all septic tank abandonements. This affects Bid Item No. 11	1.00	LS	-$152,070.00	-$152,070.00		$0.00		**$0.00**	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		**$0.00**	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		**$0.00**	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		**$0.00**	0	$0.00	$0.00	0%	-$19,240.00	$0.00
CO#1 -5		Reduction of Bid Items No. 1 though 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		**$0.00**	0	$0.00	$0.00	0%	-$7,120.05	$0.00
CO#2 -1		Addition of Bid Items No. 1 though 6 as a result of work being added in items 2 through 5 below.	1.00	LS	$7,120.05	$7,120.05	1	$7,120.05		**$0.00**	1	$0.00	$7,120.05	100%	$0.00	$356.00
CO#2 -2		Addition of all septic tank abandonements. This affects Bid Item No. 11	111.00	EA	$1,370.00	$152,070.00	42	$57,540.00	**27**	**$36,990.00**	69	$0.00	$94,530.00	62%	$57,540.00	$4,726.50
CO#2 -3		Addition of all sanitary sewer connections form R/W to customer tie-in. This affects Bid Item No.13.	111.00	EA	$3,702.00	$410,922.00	145	$536,790.00	**5**	**$18,510.00**	150	$0.00	$555,300.00	135%	-$144,378.00	$27,765.00
CO#2 -4		Addition of all water service connections form R/W to customer tie-in. This affects Bid Item No. 21	131.00	EA	$1,752.60	$229,590.60	97	$170,002.20		**$0.00**	97	$0.00	$170,002.20	74%	$59,588.40	$8,500.11
CO#2 -5		Addition of all well disconnections. This affects Bid Item No. 22.	104.00	EA	$185.00	$19,240.00		$0.00		**$0.00**	0	$0.00	$0.00	0%	$19,240.00	$0.00
CO#3		Deductive Change Order for Generator	1.00	LS	-$150,274.26	-$150,274.26		$0.00		**$0.00**	0	$0.00	$0.00	0%	-$150,274.26	$0.00
		TOTAL				**$5,099,543.34**		**$4,733,500.95**		**$135,383.31**		**$0.00**	**$4,868,884.26**		**$230,659.08**	**$243,444.21**
		BID ALTERNATE ITEMS														
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		**$0.00**	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		**$0.00**	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		**$0.00**	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		**$0.00**	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		**$0.00**	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. (Value accounted for under G702)	1	LS	$ 150,274.26	$150,274.26		$0.00		**$0.00**	0	$0.00	$0.00		$150,274.26	$0.00

Stored Materials Summary

AIA 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: 23
APPLICATION DATE: 12/6/2024
PERIOD TO: 12/6/2024
PROJECT NO.: 235-006.03
CONTRACT NO.: 22-0039-00

A		B	C	D	E
Item No.	Supplier Invoice No.	Desription of Materials or Equipment Stored	Amount Prevously Stored ($)	Amount Stored this Month ($)	Amount Completed and Stored to Date (C + D)
7b	68004	6" PVC Pipe SDR-21	$ -	$ -	$ -
7c	68004	8" PVC Pipe SDR-21	$ -	$ -	$ -
9a	619	28 Type A valve pits	$ -	$ -	$ -
9b	630	28 Type A valve pits	$ -	$ -	$ -
10h	619, Inv-0739	50% Upon receipt of approved shop drawings at release for production and Deliver of Materials	$ -	$ -	$ -
9c	7730669	6x4" PVC IPS Vaccum WYE, 4" PVC Vacuum 45 degree bend, 4" PVC IPS Vacuum WYE.	$ -	$ -	$ -
CO#2 -Line Items 3 and 4	5995552	Project Material Deposit	$ -	$ -	$ -
10n	8046417	304 S.S. Pipe for Odor Control	$ -	$ -	$ -
10f	INV104887	Overhead Crane	$ -	$ -	$ -
10i	6428934	Pipe Material inside Pump Station	$ -	$ -	$ -
10p	12340338	Aluminum Doors	$ -	$ -	$ -
10o	#81473	Bathroom miscellaneous	$ -	$ -	$ -
CO#2 -2	1.11117E+12	Deposit for Septic Tank Abandonments	$ 45,000.00	$ (45,000.00)	$ -
					$ -
		Totals	$ 45,000.00	$ (45,000.00)	$ -

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 8

JANUARY 21, 2025

CONSENT AGENDA

INVOICE FROM HOLTZ CONSULTING ENGINEERS, INC. – SR 78 WATERMAIN IMPROVEMENTS

Please find attached invoice in the amount of $3,835.00 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
					$359,729.00
Feb-24	1	Feb-24		$2,873.00	$356,856.00
Mar-24	2	Mar-24		$18,838.50	$338,017.50
Apr-24	3	Apr-24		$10,219.50	$327,798.00
May-24	4	May-24		$50,801.00	$276,997.00
Jul-24	5	Jul-24		$28,200.60	$248,796.40
Jul-24	6	Jul-24		$22,941.10	$225,855.30
Aug-24	7	Aug-24		$12,793.50	$213,061.80
Sep-24	8	Sep-24		$12,011.80	$201,050.00
Oct-24	9	Oct-24		$1,175.00	$199,875.00
Nov-24	10	Nov-24		$9,915.00	$189,960.00
Dec-24	11	Dec-24		$9,590.00	$180,370.00
Jan-25	12		$3,835.00		$176,535.00

Staff recommends approval of this invoice in the amount of $3,835.00 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: January 13, 2025
INVOICE #: **11726-12**
CLIENT: OUA
PROJECT: State Rd. 78 West WM Improvements

Purchase Order: **0000011726**

Bill To:

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

Lump Sum Contract Amount:	$	359,729.00
Prior Invoices to Date:	$	179,359.00
This Invoice Amount:	$	3,835.00
Remaining Balance:	$	176,535.00

THIS INVOICE AMOUNT: **$ 3,835.00**

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.

Holtz Consulting Engineers, Inc.

Summary of Invoice by Task Amount

Billing Period Thru: December 31, 2024
Invoice #: **11726-12**
PROJECT: State Rd. 78 West WM Improvements

TASK	DESCRIPTION	FULL AMOUNT	PERCENT COMPLETE	TOTAL AMOUNT BILLED TO DATE	PREVIOUSLY BILLED	THIS INVOICE AMOUNT	BALANCE REMAINING
1	Preliminary Evaluation & Hydraulic Analysis	$ 28,730.00	100%	$ 28,730.00	$ 28,730.00	$ -	$ -
2	SRF Funding Assistance	$ 37,430.00	50%	$ 18,715.00	$ 18,715.00	$ -	$ 18,715.00
3	Geotechnical Investigation Allowance	$ 9,419.00	100%	$ 9,419.00	$ 9,419.00	$ -	$ -
4	Engineering Design Services	$ 89,470.00	90%	$ 80,523.00	$ 80,523.00	$ -	$ 8,947.00
5	Permitting T&E	$ 28,210.00	109%	$ 30,675.00	$ 30,035.00	$ 640.00	$ (2,465.00)
6	Contractor Procurement Services	$ 6,720.00	35%	$ 2,352.00	$ 2,352.00	$ -	$ 4,368.00
7	Engineering Services During Construction	$ 159,750.00	8%	$ 12,780.00	$ 9,585.00	$ 3,195.00	$ 146,970.00
		$ 359,729.00		$ 183,194.00	$ 179,359.00	**$ 3,835.00**	
							$ 176,535.00

INVOICE DATE:	January 13, 2025
INVOICE #:	11726-12
Billing Through:	11/30/2024

Task 5 - Permitting

Peter Van Sickle — Associate Engineer — *$160*

Date	Comment(s)	Hours
12/3/2024	Working on Permit responses for USACE	4
	Total Hours	4
		$ 640.00

Christine Miranda — Associate Engineer — *$250*

Date	Comment(s)	Hours
	Total Hours	0
		$ -

Harrison Barron — Associate Engineer — *$160*

Date	Comment(s)	Hours
	Total Hours	0
		$0

Kristin Fecko — Associate Engineer — *$160*

Date	Comment(s)	Hours
	Total Hours	0
		$ -

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 9

JANUARY 21, 2025

CONSENT AGENDA

INVOICE FROM KIMLEY HORN AND ASSOCIATES, INC. – TREASURE ISLAND SEPTIC TO SEWER PROJECT

Please find attached the invoice in the amount of $24,402.26 submitted by Kimley Horn and Associates, Inc. Staff is aware of the work currently being done by Kimley Horn and Associates, Inc. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					$3,180,385.00
Jun-23	1	Jun-23		$10,032.10	$3,170,352.90
Jun-23	2	Jun-23		$106,718.65	$3,063,634.25
Aug-23	3	Aug-23		$36,215.50	$3,027,418.75
Sep-23	4	Sep-23		$20,157.35	$3,007,261.40
Oct-23	5	Oct-23		$25,688.60	$2,981,572.80
Nov-23	6	Nov-23		$210,818.35	$2,770,754.45
Nov-23	7	Nov-23		$185,479.85	$2,585,274.60
Dec-23	8	Dec-23		$116,912.00	$2,468,362.60
Jan-24	9	Jan-24		$65,644.20	$2,402,718.40
Mar-24	10	Mar-24		$37,995.70	$2,364,722.70
Apr-24	11	Apr-24		$45,793.30	$2,318,929.40
May-24	12	May-24		$104,433.14	$2,214,496.26
May-24	13	May-24		$32,009.30	$2,182,486.96
Jul-24	14	Jul-24		$39,812.01	$2,142,674.95
Jul-24	15	Jul-24		$78,903.35	$2,063,771.60
Aug-24	16	Aug-24		$80,562.85	$1,983,208.75
Oct-24	17	Oct-24		$115,128.93	$1,868,079.82
Oct-24	18	Oct-24		$49,965.91	$1,818,113.91
Nov-24	19	Nov-24		$27,078.45	$1,791,035.46
Jan-25	20		$24,402.26		$1,766,633.20

Staff recommends approval of this invoice in the amounts of $24,402.26 to Kimley Horn and Associates, Inc.

Kimley»Horn

Invoice for Professional Services

Please remit payment electronically to:		**If paying by check, please remit to:**
Account Name:	KIMLEY-HORN AND ASSOCIATES, INC.	KIMLEY-HORN AND ASSOCIATES, INC.
Bank Name and Address:	WELLS FARGO BANK, N.A., SAN FRANCISCO, CA 94104	P.O. BOX 932520
Account Number:	2073089159554	ATLANTA, GA 31193-2520
ABA#:	121000248	
Please send remittance information to:	payments@kimley-horn.com	

OKEECHOBEE UTILITY AUTHORITY
ATTN: JOHN HAYFORD
OUA
100 SW 5TH AVE
OKEECHOBEE, FL 34974

Federal Tax Id: 56-0885615
For Services Rendered through Nov 30, 2024

Invoice Amount: $24,402.26

Invoice No: 30304108
Invoice Date: Nov 30, 2024

Project No: 241093000.1
Project Name: TREASURE ISLAND S2S
Project Manager: JENSEN, THOMAS

Client Reference: MSA180123
PO# 0000011405

LUMP SUM

Description	Contract Value	% Complete	Amount Earned to Date	Previous Amount Billed	Current Amount Due
Task 1 - Project Validation and Kickoff Meeting	8,284.00	100.00%	8,284.00	8,284.00	0.00
Task 2 - Data Collection	13,891.00	100.00%	13,891.00	13,891.00	0.00
Task 3 - Model Development and Hydraulic Investiqation	21,804.00	90.00%	19,623.60	18,533.40	1,090.20
Task 4 - Preliminary Design Report (PDR)	92,037.00	100.00%	92,037.00	92,037.00	0.00
Task 5 - Pre-Design Services					
i. Geotechnical Services	31,384.00	0.00%	0.00	0.00	0.00
ii. Site Survey	603,965.00	100.00%	603,965.00	603,965.00	0.00
iii. Environmental Services	24,257.00	30.00%	7,277.10	7,277.10	0.00
iv. Structural Services	95,413.00	0.00%	0.00	0.00	0.00
V. Electrical, Instrumentation, Controls, and MEP Services	74,642.00	0.00%	0.00	0.00	0.00
Task 6 - Permittinq and Easement/ROW Acquisition Support	159,775.00	0.00%	0.00	0.00	0.00
Task 7 - Meetings	48,503.00	25.00%	12,125.75	12,125.75	0.00
Task 8 - Project Management	38,060.00	33.00%	12,559.80	12,179.20	380.60
Task 9 - 30% Preliminary Desiqn	526,345.00	87.00%	457,920.15	447,393.25	10,526.90
Task 10 - 60% Desiqn	620,228.00	30.00%	186,068.40	173,663.84	12,404.56
Task 11 - 90% Design	504,874.00	0.00%	0.00	0.00	0.00
Task 12 - Final Design	261,335.00	0.00%	0.00	0.00	0.00
Task 13 - Biddinq Services	55,588.00	0.00%	0.00	0.00	0.00
Subtotal	**3,180,385.00**	**44.45%**	**1,413,751.80**	**1,389,349.54**	**24,402.26**
Total LUMP SUM					**24,402.26**

Total Invoice: $24,402.26

If you have questions or concerns, please contact Haley Hermann at (941) 404-7207 or Haley.Hermann@kimley-horn.com

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 10

JANUARY 21, 2025

CONSENT AGENDA

INVOICE FROM ANDERSON ANDRE CONSULTING ENGINEERS, INC. – SWSA PROJECT 2 VACUUM COLLECTION SYSTEM

Please find attached the invoice in the amount of $12,065.00 submitted by Anderson Andre consulting Engineers, Inc. Staff is aware of the work currently being done by Anderson Andre Consulting Engineers, Inc. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					$37,985.00
Sep-23	1	Sep-23		$3,735.50	$34,249.50
Dec-23	2	Dec-23		$12,052.00	$22,197.50
Jan-24	3	Jan-24		$15,804.00	$6,393.50
Jan-24	Change Order #1		$104,675.00		$111,068.50
Feb-24	4	Feb-24		$12,360.50	$98,708.00
Mar-24	5	Mar-24		$4,757.50	$93,950.50
Apr-24	6	Apr-24		$8,795.00	$85,155.50
May-24	7	May-24		$10,925.00	$74,230.50
Jun-24	8	Jun-24		$9,872.50	$64,358.00
Aug-24	6	Aug-24		$12,162.50	$52,195.50
Sep-24	7	Sep-24		$10,025.00	$42,170.50
Oct-24	8	Oct-24		$11,122.50	$31,048.00
Dec-24	9	Dec-24		$9,310.00	$21,738.00
Jan-25	10		$12,065.00		$9,673.00

Staff recommends approval of this invoice in the amount of $12,065.00 to Anderson Andre Consulting Engineers, Inc.

ANDERSEN ANDRE CONSULTING ENGINEERS, INC.

834 SW Swan Avenue
Port St. Lucie, Florida 34983

INVOICE

Invoice No: A24-4654
Invoice Date: December 30, 2024
AACE Project No: 23-193

Bill To: Okeechobee Utility Authority
100 SW 5th Avenue
Okeechobee, Florida 34974
Atten: Mr. John Hayford, P.E.

CONSTRUCTION MATERIALS TESTING SERVICES
OUA SWSA PROJECT 2 VACUUM COLLECTION SYSTEM
OKEECHOBEE COUNTY, FLORIDA
Invoice #13 - Services Provided from November 16, 2024 through December 27, 2024
P.O. No. 11548

Engineering Technician;

- 11/18/24 - 7 hours @ $65.00/hr. . . . $455.00
- 11/19/24 - 8 hours @ $65.00/hr. . . . $520.00
- 11/20/24 - 6.5 hours @ $65.00/hr. . . . $422.50
- 11/21/24 - 6 hours @ $65.00/hr. . . . $390.00
- 11/22/24 - 6.5 hours @ $65.00/hr. . . . $422.50
- 11/25/24 - 8.5 hours @ $65.00/hr. . . . $552.50
- 11/26/24 - 8 hours @ $65.00/hr. . . . $520.00
- 12/02/24 - 5.5 hours @ $65.00/hr. . . . $357.50
- 12/03/24 - 5.5 hours @ $65.00/hr $357.50
- 12/04/24 - 4.5 hours @ $65.00/hr. . . . $292.50
- 12/05/24 - 2.5 hours @ $65.00/hr. . . . $162.50
- 12/06/24 - 2.5 hours @ $65.00/hr. . . . $162.50
- 12/09/24 - 6.5 hours @ $65.00/hr. . . . $422.50
- 12/10/24 - 5 hours @ $65.00/hr. . . . $325.00
- 12/13/24 - 6 hours @ $65.00/hr. . . . $390.00
- 12/16/24 - 8 hours @ $65.00/hr. . . . $520.00
- 12/17/24 - 8 hours @ $65.00/hr. . . . $520.00
- 12/18/24 - 5 hours @ $65.00/hr. . . . $325.00
- 12/19/24 - 3.5 hours @ $65.00/hr. . . . $227.50
- 12/20/24 - 3 hours @ $65.00/hr. . . . $186.00
- 12/23/24 - 8 hours @ $65.00/hr. . . . $520.00
- 12/26/24 - 8 hours @ $65.00/hr. . . . $520.00
- 12/27/24 - 8 hours @ $65.00/hr. . . . $520.00

Subtotal: $9,100.00

Compressive Strength Testing of Concrete;

- 11/27/24 - 1 set of cylinders @ $95.00/set $95.00
- 12/20/24 - 1 set of cylinders @ $95.00/set $95.00

Subtotal: $190.00

Trip Charges;

- 24 trip charges @ $75.00/trip $1,800.00

Subtotal: $1,800.00

Professional/Administrative Man-Hours:

- Sr. Project Engineer; 5 hours @ $145.00/hour $725.00
- Technical Secretary; 5 hours @ $50.00/hour $250.00

Subtotal: $975.00

TOTAL INVOICE AMOUNT $12,065.00

Original P.O. Amount: $37,985.00
Change Order CO-1 Amount $104,675.00
Previously Invoiced: . . . . . <-$120,922.00>
Amount This Invoice: . . . . . <-$12,065.00>
Budget Remaining: $9,673.00

Please remit payment within 30 days to:
Andersen Andre Consulting Engineers, Inc.
834 SW Swan Avenue ● Port St. Lucie, Florida 34983
Please call (772) 807-9191 with any questions concerning payment

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 11

JANUARY 21, 2025

CONSENT AGENDA

INVOICES FROM CHA – VAC STATION #2 GENERATOR REPLCEMENT

Please find attached invoices in the amounts of $1,812.00 and $1,359.00 submitted by CHA. Staff is aware of the work currently being done CHA and is in agreement with this request.

Staff recommends approval of these invoices in the amounts of $1,812.00 and $1,359.00 to CHA.

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

October 29, 2024
Project No: 083820.000
Invoice No: 83820-09

Project 083820.000 Vac. PS #2 (Taylor Creek) Generator Replacement

Professional Services from August 24, 2024 to September 30, 2024

Phase 0001000 Design

Total Current Billing	45,300.00			
Percent Complete	92.00	Total Earned	41,676.00	
		Previous Fee Billing	39,864.00	
		Current Fee Billing	1,812.00	
		Total Current Billing		**1,812.00**

Billing Limits	**Current**	**Prior**	**To-Date**
Total Billings	1,812.00	39,864.00	41,676.00
Limit			45,300.00
Remaining			3,624.00

Phase 0002000 Services During Construction

Billing Limits	**Current**	**Prior**	**To-Date**
Total Billings	0.00	0.00	0.00
Limit			14,800.00
Remaining			14,800.00

Total this Invoice **$1,812.00**

Billings to Date

	Current	**Prior**	**Total**
Fee	1,812.00	39,864.00	41,676.00
Totals	**1,812.00**	**39,864.00**	**41,676.00**

PAYMENT IS DUE WITHIN 30 DAYS OF INVOICE DATE
Bank Name: Citizens Bank NA - Account Name: CHA Consulting, Inc. | Account #: 4011254230 - ABA #: 021313103
Supporting remittance information should be sent via email to remittances@chasolutions.com

PO BOX 845746 | Boston, MA 02284-5746 | Worksource - 845746 | T: (518) 453-4500 | F: (518) 458-1735
CHASOLUTIONS.COM

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

December 19, 2024
Project No: 083820.000
Invoice No: 83820-10

Project 083820.000 Vac. PS #2 (Taylor Creek) Generator Replacement

Professional Services from October 1, 2024 to November 22, 2024

Phase 0001000 Design

Total Current Billing	45,300.00				
Percent Complete	95.00	Total Earned		43,035.00	
		Previous Fee Billing		41,676.00	
		Current Fee Billing		1,359.00	
		Total Current Billing			**1,359.00**

Billing Limits	**Current**	**Prior**	**To-Date**
Total Billings	1,359.00	41,676.00	43,035.00
Limit			45,300.00
Remaining			2,265.00

Phase 0002000 Services During Construction

Billing Limits	**Current**	**Prior**	**To-Date**
Total Billings	0.00	0.00	0.00
Limit			14,800.00
Remaining			14,800.00

Total this Invoice **$1,359.00**

Outstanding Invoices

Number	**Date**	**Balance**
83820-09	10/29/2024	1,812.00
Total		**1,812.00**

Total Now Due **$3,171.00**

PAYMENT IS DUE WITHIN 30 DAYS OF INVOICE DATE
Bank Name: Citizens Bank NA - Account Name: CHA Consulting, Inc. | Account #: 4011254230 - ABA #: 021313103
Supporting remittance information should be sent via email to remittances@chasolutions.com

Project	083820.000	Vac. PS #2 (Taylor Creek) Generator Repl	Invoice	83820-10

Billings to Date

	Current	Prior	Total
Fee	1,359.00	41,676.00	43,035.00
Totals	**1,359.00**	**41,676.00**	**43,035.00**

PAYMENT IS DUE WITHIN 30 DAYS OF INVOICE DATE

Bank Name: Citizens Bank NA - Account Name: CHA Consulting, Inc. | Account #: 4011254230 - ABA #: 021313103

Supporting remittance information should be sent via email to remittances@chasolutions.com

PO BOX 845746 | Boston, MA 02284-5746 | Worksource - 845746 | T: (518) 453-4500 | F: (518) 458-1735

CHASOLUTIONS.COM

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 12

JANUARY 21, 2025

CONSENT AGENDA

INVOICE FROM CRAIG A. SMITH AND ASSOCIATES, LLC. – TCI SEPTIC TO SEWER IMPROVEMENT PROJECT

Please find attached invoice in the amount of $1,575.00 submitted by Craig A. Smith and Associates, LLC. Staff is aware of the work currently being done by Craig A. Smith and Associates, LLC. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					$32,700.00
May-24	1	May-24		$1,250.00	$31,450.00
Jun-24	2	Jun-24		$11,250.00	$20,200.00
Jul-24	3	Jul-24		$1,500.00	$18,700.00
Jul-24	4	Jul-24		$2,500.00	$16,200.00
Oct-24	5	Oct-24		$8,655.00	$7,545.00
Nov-24	6	Nov-24		$5,970.00	$1,575.00
Jan-25	7		$1,575.00		$0.00

Staff recommends approval of this invoice in the amount of $1,575.00 to Craig A. Smith and Associates, LLC.

Invoice

CRAIG A SMITH AND ASSOCIATES. LLC
1425 E. Newport Center Drive
Deerfield Beach, FL 33442
(954) 782 8222

Date 11/30/2024

Invoice number 2514

Okeechobee Utility Authority

Payment terms NET 30

100 SW 5th Avenue
Okeechobee, FL 34974
Okeechobee, FL 34974
USA

PO#0000011783

Invoice through 11/30/2024

Project : 08-24-022 OKEECHOBEE UTILITY AUTHORITY TCI SEPTIC TO SEWER IMPROVEMENT PROJECT

TASKS		Fee Amount	Current Billing	Percent Completed	Amount
CASA-003086	ENGINEERING DESIGN SERVICES	$12,500.00	$0.00	100.00%	$12,500.00
CASA-003087	ENGINEERING PERMITTING SERVICES	$1,500.00	$0.00	100.00%	$1,500.00
CASA-003088	SERVICES DURING BIDDING	$2,500.00	$0.00	100.00%	$2,500.00
CASA-003089	PRE-CONSTRUCTION MEETING SERVICES	$2,500.00	$0.00	100.00%	$2,500.00
CASA-003090	ENGINEERING SHOP DRAWING REVIEW	$1,500.00	$0.00	100.00%	$1,500.00
CASA-003091	ESDC	$3,500.00	$1,575.00	100.00%	$3,500.00
CASA-003092	INSPECTION	$8,700.00	$0.00	100.00%	$8,700.00
FEE SUMMARY - LUMP SUM TOTAL		**$32,700.00**			

Total Fee Earned to Date	$32,700.00
Less Previous Billings	$31,125.00
Current LS Amount Due	**$1,575.00**

All checks payable at 4152 W Blue Heron Blvd, 116 Riviera Beach, FL 33404

WE APPRECIATE YOUR BUSINESS
1425 E. Newport Center Drive
Deerfield Beach, FL 33442
Website: www.craigasmith.com

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 13

JANUARY 21, 2025

CONSENT AGENDA

INVOICE FROM HOLTZ CONSULTING ENGINEERS, INC – LEAD AND COPPER ENGINEERING ASISTANCE

Please find attached invoice in the amounts of $11,200.00 submitted by Holtz Consulting Engineers, Inc. Staff is aware of the work currently being done Holtz Consulting Engineers, Inc. and is in agreement with this request.

Staff recommends approval of this invoice in the amounts of $11,200.00 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: January 15, 2025
INVOICE #: **1092403-1**
CLIENT: OUA
PROJECT: Lead and copper rule lead service line

Purchase Order: **0000012179**

Bill To:

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

Lump Sum Contract Amount:	$	11,200.00
Prior Invoices to Date:	$	-
This Invoice Amount:	$	11,200.00
Remaining Balance:	$	-

THIS INVOICE AMOUNT: **$** **11,200.00**

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.

Holtz Consulting Engineers, Inc.

Summary of Invoice by Task Amount

Billing Period Thru: December 31, 2024
Invoice #: **1092403-1**
PROJECT: Lead and copper rule lead service line

TASK	DESCRIPTION	FULL AMOUNT	PERCENT COMPLETE	TOTAL AMOUNT BILLED TO DATE	PREVIOUSLY BILLED	THIS INVOICE AMOUNT	BALANCE REMAINING
1	Lead Service Line Inventory Engineering Assistance	$ 11,200.00	100%	$ 11,200.00	$ -	$ 11,200.00	$ -
		$ 11,200.00		$ 11,200.00	$ -	**$ 11,200.00**	
							$ -

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 14

JANUARY 21, 2025

CONSENT AGENDA

INVOICES FROM PRP CONSTRUCTION, LLC – SR78W WATER MAIN IMPROVEMENTS – PHASE 1

Please find attached invoices in the amounts of $174,577.00 and $104,026.00 submitted by PRP Construction, LLC. Staff is aware of the work currently being done PRP Construction, LLC. and is in agreement with this request.

Staff recommends approval of these invoices in the amounts of $174,577.00 and $104,026.00 to PRP Construction, LLC.

HOLTZ CONSULTING ENGINEERS, INC

December 3, 2024

Mr. John Hayford, PE
Executive Director
Okeechobee Utility Authority
100 SW 5th Avenue
Okeechobee, FL 34974

Subject: **Okeechobee Utility Authority**
State Route 78 West Water Main Improvements – Phase 1
PRP Construction, LLC
Application for Payment No. 1

Dear Mr. Hayford,

Attached is Application for Payment No. 1 and supporting documents for the above referenced project, as submitted by PRP Construction, LLC. This requisition is for payment, less 10 percent retainage, for 59% of the work associated with this project.

The amount of payment requested after deducting the required retainage and for work completed is **$174,577.00.**

To the best of our knowledge, the work included in this pay request has been satisfactorily completed in accordance with the Contract Documents and the amounts requested are as outlined in the approved Schedule of Values. Holtz Consulting Engineers therefore recommends payment to be made in the amount requested.

If you should have any questions, please contact our office.

Sincerely,

HOLTZ CONSULTING ENGINEERS, INC.

Peter Van Sickle, PE
Professional Engineer

Attachments – Signed copy of Application for Payment No. 1

cc: Peggy Sheltra, PRP Construction, LLC
File

CONTRACTOR'S AFFIDAVIT TO OWNER

STATE OF FLORIDA
COUNTY OF OKEECHOBEE

Before me, the undersigned authority, authorized to administer oaths and take acknowledgements, personally appeared Peggy Sheltra who, being by me first duly sworn, on oath depose(s) and say (s):

1. Affiant is the Peggy Sheltra of Indiantown, Fl, doing business as PRP Construction Group, LLC, hereinafter called "CONTRACTOR", and has personal knowledge of and the authority to make the representations herein.

2. CONTRACTOR heretofore entered into a Contract with Okeechobee Utility Authority, hereinafter called "OWNER" to do Work (furnish material, labor and services) for the construction of Water Main Improvements, located at St Road 78 West, Okeechobee County, Florida.

3. CONTRACTOR has fully completed construction in accordance with the terms of the Contract, and all lienors have been paid in full, except:

NAME AND ADDRESS OF LIENOR	AMOUNT DUE AND UNPAID
	$
	$
	$
	$
	$
TOTAL	$

4. All Workmen's Compensation claims have been settled and no liability claims are pending, in connection with arising out of or resulting from the Contract.

5. Receipt by the CONTRACTOR for the final payment, under the aforementioned Contract, shall constitute a full release and discharge by the CONTRACTOR to the OWNER of any and all claims of the CONTRACTOR against the OWNER, arising out of, in connection with, or resulting from the performance of the obligations of the CONTRACTOR pursuant to the Contract Documents.

Sworn to and subscribed before me this 3 day of December, 20 24 by Peggy Sheltra, who is personally known to me or who has produced _____ as identification.

Charly Wakefield
Notary Signature

Peggy Sheltra

Charlyn Wakefield
Print Name
Notary Public – State of Florida
Commission No. 127812
My Commission Expires: 7/30/2025

CHARLYN WAKEFIELD
Notary Public - State of Florida
Commission # HH 127812
My Comm. Expires Jul 30, 2025

APPLICATION FOR PAYMENT NO. 1

PROJECT:
STATE ROUTE 78 WEST WATER MAIN IMPROVEMENTS – PHASE 1

Application is made for payment, as hereinafter shown, in connection with this Contract:

Total Work to Date - see attached schedule	$ 193,975.00
Total Material Suitable Stored - see attached schedule	$ 0
Gross Amount Due	$ 193,97500
Less 10 % Retainage	($ 19,397.50)
Amount Due to Date	$
Less Previous Application	($ 174,577.00)
Amount Due this Application	$

Original Contract Price	$ 329,565.00
Net Change Orders	$ 0
Current Contract Price	$ 329,565.00
Value of Work Remaining to be Done	$ 135,590.00

CONTRACTOR'S CERTIFICATION:

STATE OF FLORIDA

COUNTY OF

The undersigned CONTRACTOR certifies that (1) all previous progress payments received from OWNER on account of Work done under the Contract referred to above have been applied to discharge in full all obligations of CONTRACTOR incurred in connection with Work covered by prior Applications for Payment numbered 1 through 1 inclusive; and (2) title to all materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to OWNER at time of payment, free and clear of all liens, claims, security interests and encumbrances.

DATED December 3, 20 24

PRP Construction Group, LLC
8300 SW Springhaven Ave
Indiantown, Fl 34956
(Contractor and Mailing Address)
By Peggy Sheltra, President
(Name and Title)

The foregoing Contractor's Certification was acknowledged before me this 3 day of December, 20 24 by Peggy Shetra, as President of PRP Construction Group, LLC, the Contractor therein, who is personally known to me OR produced _____ as identification, and who did swear under oath that the statements therein are true.

Notary Signature

Charlyn Wakefield
Print Name
Notary Public - State of Florida
Commission No. 127812
My Commission Expires: 7/30/2025

CHARLYN WAKEFIELD
Notary Public - State of Florida
Commission # HH 127812
My Comm. Expires Jul 30, 2025

ENGINEER'S CERTIFICATION

Payment of the above AMOUNT DUE THIS APPLICATION IS recommended.

DATE: 12/3/2024

By Peter Van Sickle, PE
(Name and Title)

TO (OWNER/REP):	**OKEECHOBEE UTILITY AUTHORITY**	APPLICATION NO.:	1.0
ADDRESS:	**100 SW 5TH AVE., OKEECHOBEE, FL 34974**	PERIOD FROM:	11/1/2024
FROM (CONTRACTOR):	**PRP CONSTRUCTION , LLC 8300 SW SPRINGHAVEN AVE, INDIANTOWN, FL 34956**	TO:	11/30/2024
		CONTRACT DATE:	10/15/2024
CONTRACT FOR :	**STATE ROAD 78 WEST WATERMAIN IMPROVEMENTS- PHASE 1**		

CHANGE ORDER SUMMARY

CHANGE ORDERS APPROVED BY OWNER		ADDITIONS	DELETIONS
NO.	DESCRIPTION		
1		$ -	$ -
2		$ -	$ -
3		$ -	$ -
4		$ -	$ -
5		$ -	$ -
6		$ -	$ -
7		$ -	$ -
8		$ -	$ -
9		$ -	$ -
TOTALS		$ -	$ -
NET CHANGE BY CHANGE ORDERS			$ -

Application is made for payment, as shown below, according to the CONTRACT DOCUMENTS and Continuation Sheet (s) attached.

1.	ORIGINAL CONTRACT SUM	********** $	329,565.00
2.	Net change by Change Orders	********** $	-
3.	CONTRACT SUM TO DATE	********** $	329,565.00
4.	TOTAL COMPLETED AND STORED TO DATE (Column L on Continuatin Sheet (s)	********** $	193,975.00
5.	RETAINAGE (10%)	********** $	19,397.50
6.	TOTAL EARNED LESS RETAINAGE (Line 4 less line 5)	********** $	174,577.50
7.	LESS PREVIOUS PAYMENTS (Line 6 from prior Certificate)	********** $	-
8.	CURRENT PAYMENT DUE	********** $	174,577.50
9.	BALANCE TO FINISH PLUS RETAINAGE (Line 3 less line 6)	********** $	154,987.50

CONTRACTOR'S CERTIFICATION

I hereby certify that the labor and materials listed on this request for payment have been used in the construction of this Work and payment received from the last request for payment has been used to make payment to all Subcontractors, laborers, materialmen and suppliers except as listed below

and

The undersigned Contractor certifies that Work covered by this Application for Payment has been completed according to the Contract Documents, that all amounts have been paid by the Contractor for Work done by any Subcontractor for Work for which previous Certifications of Payments were issued and payments received from Owner, and that current Payment is now due in accordance with the Contract Documents and all Federal, State and Local Laws.

CONTRACTOR:

BY: _____ DATE: 12/3/2024

Peggy Sheltra, President

State of: FLORIDA COUNTY OF: MARTIN

Subscribed and sworn to before me this _3__day of _December_____, 2024.

Notary Public: _____

My Commission expires: 7/30/2025

CHARLYN WAKEFIELD
Notary Public - State of Florida
Commission # HH 127812
My Comm. Expires Jul 30, 2025

AMOUNT CERTIFIED: $ 174,577.50

ENGINEER: Peter Van Sickle, PE

BY: _____ DATE: 12/3/2024

THE AMOUNT CERTIFIED PAYABLE ONLY TO CONTRACTOR NAMED HEREIN

OKEECHOBEE UTILTITY AUTORITY

CONTRACTOR: PRP CONSTRUCTION

0

Project: STATE ROAD 78 WEST WATER MAIN IMPROVEMENTS - PHASE 1

Page 1 of this Application and Certificate of Payment, containing Contractor's signed Certification is attached. In tabulations below, totals and sub-totals must coincide with updated Contract Amount.

APPLICATION NO.: 1.0

PERIOD FROM: 11/1/2024

TO: 11/30/2024

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
		CONTRACT				QUANTITIES			AMOUNT ($)			($)		
Item No.	Item	Quantity	Unit	Unit Price ($)	Schedule of Values ($)	Previous Invoices	Current Invoice	Total (G+H)	Previous Invoices	Current Invoice	Total (J+K)	Balance To Finish (F-L)	% Complete (L/F)	Retainage ($) (L*10%)
	DESCRIPTION													
1	MOBILIZATION,DEMOBILIZATION(INC, GC'S,MOT AND SAFETY)	1	LS	$20,000.00	$ 20,000.00	0	0.75	0.75	$ -	$ 15,000.00	$ 15,000.00	$ 5,000.00	75%	$ 1,500.00
2	MAINTENANCE OF TRAFFIC	1	LS	$9,500.00	$ 9,500.00	0	0.75	0.75	$ -	$ 7,125.00	$ 7,125.00	$ 2,375.00	75%	$ 712.50
3	PRECONSTRUCTION VIDEO DOCUMENTATION	1	LS	$2,500.00	$ 2,500.00	0	1	1.00	$ -	$ 2,500.00	$ 2,500.00	$ -	100%	$ 250.00
4	RECORD DRAWINGS	1	LS	$13,500.00	$ 13,500.00	0	0.8	0.80	$ -	$ 10,800.00	$ 10,800.00	$ 2,700.00	80%	$ 1,080.00
5	6 INCH C900 PVC WATER MAIN(OWNER WILL FURNISH 40 LF OF 6 IN C900 PVC PIPE, EIGHT (8) 6 IN MJ RESTRAINTS, AND FIFTEEN(15) 6 IN MJ KITS - LESS GLANDS	25	LF	$38.00	$ 950.00	0	0	0.00	$ -	$ -	$ -	$ 950.00	0%	$ -
6	16 INCH C900 PVC WATER MAIN(OWNER WILL FURNISH 700 LF OF 16 IN C900 PVC PIPE,TEN (10) 16 IN MJ RESTRAINTS, AND TWENTY ONE 16 INCH BELL JOINT RESTRAINTS, AND TWELVE (12) 16 IN MJ KITS - LESS GLANDS)	650	LF	$75.00	$ 48,750.00	0	650	650.00	$ -	$ 48,750.00	$ 48,750.00	$ -	100%	$ 4,875.00
7	6 IN GATE VALVE WITH VALVE BOX (OWNER WILL FURNISH THREE (2) 6 IN GATE VALVES AND VALVE BOXES	2	EA	$1,200.00	$ 2,400.00	0	2	2.00	$ -	$ 2,400.00	$ 2,400.00	$ -	100%	$ 240.00
8	16 IN GATE VALVE WITH VALVE BOX (OWNER WILL FURNISH TWO (2) 16 INCH GATE VALVES AND VALVE BOXES)	2	EA	$1,800.00	$ 3,600.00	0	2	2.00	$ -	$ 3,600.00	$ 3,600.00	$ -	100%	$ 360.00
9	6 IN 90 DEG MJ DI BEND (OWNER WILL FURNISH THREE (3) 6 IN 90 DEGREE BENDS	3	EA	$300.00	$ 900.00	0	0	0.00	$ -	$ -	$ -	$ 900.00	0%	$ -
10	6 IN DI MJ LONG SLEEVE (OWNER WILL FURNISH TWO (2) 6 IN DI SOLID SLEEVES)	2	EA	$450.00	$ 900.00	0	0	0.00	$ -	$ -	$ -	$ 900.00	0%	$ -
11	16 INCH X 6 IN MJ DI TEE (OWNER WILL FURNISH THREE (3) 16"X6" TEES)	3	EA	$1,800.00	$ 5,400.00	0	3	3.00	$ -	$ 5,400.00	$ 5,400.00	$ -	100%	$ 540.00
12	18 IN X 16 IN DI MJ REDUCER (OWNER WILL PROVIDE ONE (1) REDUCER 18" X 16")	1	EA	$1,450.00	$ 1,450.00	0	1	1.00	$ -	$ 1,450.00	$ 1,450.00	$ -	100%	$ 145.00
13	6 IN MJ DI CAP (OWNER WILL FURNISH ONE(1) 6 IN MJ DI CAP)	1	EA	$300.00	$ 300.00	0	0	0.00	$ -	$ -	$ -	$ 300.00	0%	$ -
14	16 IN MJ DI CAP (OWNER WILL FURNISH ONE (1) 16 IN MJ DI CAP WITH 2 IN TAP)	1	EA	$500.00	$ 500.00	0	0	0.00	$ -	$ -	$ -	$ 500.00	0%	$ -
15	CONNECT NEW 6 INCH WATER MAIN TO EXISTING 6 IN WATER MAIN	3	EA	$4,500.00	$ 13,500.00	0	0	0.00	$ -	$ -	$ -	$ 13,500.00	0%	$ -
16	CONNECT NEW 18 INCH WATER MAIN TO EXISTING 24IN WATER MAIN	1	EA	$46,500.00	$ 46,500.00	0	1	1.00	$ -	$ 46,500.00	$ 46,500.00	$ -	100%	$ 4,650.00
17	SAMPLE POINT W/ 6" DOUBLE STRAP TAPPING SADDLE & CORP. STOP	1	EA	$1,000.00	$ 1,000.00	0	1	1.00	$ -	$ 1,000.00	$ 1,000.00	$ -	100%	$ 100.00
18	SAMPLE POINT W/ 16" DOUBLE STRAP TAPPING SADDLE & CORP. STOP	1	EA	$1,400.00	$ 1,400.00	0	1	1.00	$ -	$ 1,400.00	$ 1,400.00	$ -	100%	$ 140.00
19	SAMPLE POINT W/ 18" DOUBLE STRAP TAPPING SADDLE & CORP. STOP	1	EA	$1,600.00	$ 1,600.00	0	1	1.00	$ -	$ 1,600.00	$ 1,600.00	$ -	100%	$ 160.00
20	18 IN dr- 11 HDPE INSTALLED VIA OPEN CUT (OWNER WILL FURNISH 80 LF OF 18 IN HDPE	65	LF	$135.00	$ 8,775.00	0	65	65.00	$ -	$ 8,775.00	$ 8,775.00	$ -	100%	$ 877.50
	SDR-11 DIPS, TWO(2) 18 INCH MJ RESTRAINTS, AND TWO(2) 18 INCH MJ KITS LESS GLANDS													
21	HDPE X MJ ADAPTER	2	EA	$1,200.00	$ 2,400.00	0	2	2.00	$ -	$ 2,400.00	$ 2,400.00	$ -	100%	$ 240.00
22	REMOVAL OF 6 IN CAST IRON PIPE	630	LF	$32.00	$ 20,160.00	0	0	0.00	$ -	$ -	$ -	$ 20,160.00	0%	$ -
23	FILL AND FLUSHING ASSEMBLY	1	EA	$7,200.00	$ 7,200.00	0	1	1.00	$ -	$ 7,200.00	$ 7,200.00	$ -	100%	$ 720.00
24	CHLORINATING/TESTING	740	LF	$7.00	$ 5,180.00	0	740	740.00	$ -	$ 5,180.00	$ 5,180.00	$ -	100%	$ 518.00
25	SODDING	1	LS	$10,800.00	$ 10,800.00	0	0	0.00	$ -	$ -	$ -	$ 10,800.00	0%	$ -
26	ASPHALT DRIVEWAY REPLACEMENT	395	SY	$70.00	$ 27,650.00	0	0	0.00	$ -	$ -	$ -	$ 27,650.00	0%	$ -
27	CONCRETE DRIVEWAY REPLACEMENT	175	SY	$130.00	$ 22,750.00	0	0	0.00	$ -	$ -	$ -	$ 22,750.00	0%	$ -
28	FIRE HYDRANT ASSEMBLY WITH 6 IN GATE VALVE AND VALVE BOX(OWNER TO FURNISH ONE(1) FIRE HYDRANT , ONE (1) 6" GATE VALVE AND VALVE BOX, SIX (6) MECHANICAL JOINTS BOLT AND GASKETS(LESS GLANDS) AND TWO(2) 6 IN ANCHOR COUPLINGS)	1	EA	$5,500.00	$ 5,500.00	0	1	1.00	$ -	$ 5,500.00	$ 5,500.00	$ -	100%	$ 550.00
29	FLOWABLE BACKFILL WITHIN SW 16TH AVE.	1	LS	$9,500.00	$ 9,500.00	0	0.6	0.60	$ -	$ 5,700.00	$ 5,700.00	$ 3,800.00	60%	$ 570.00
30	MISC. RESTORATION	1	LS	$10,000.00	$ 10,000.00	0	0.4	0.40	$ -	$ 4,000.00	$ 4,000.00	$ 6,000.00	40%	$ 400.00
31	CONTINGENCY (ITEM DESCRIPTION AT BOTTOM OF PAY APP)	1	LS	$25,000.00	$ 25,000.00	0	0.3078	0.31	$ -	$ 7,695.00	$ 7,695.00	$ 17,305.00	31%	$ 769.50
	Sub-Total *(Schedule I)*				$ 329,565.00				$ -	$ 193,975.00	$ 193,975.00	$ 135,590.00	59%	$ 19,397.50

OKEECHOBEE UTILTITY AUTORITY
CONTRACTOR: PRP CONSTRUCTION
0
Project: STATE ROAD 78 WEST WATER MAIN IMPROVEMENTS - PHASE 1

Page 1 of this Application and Certificate of Payment, containing Contractor's signed Certification is attached. In tabulations below, totals and sub-totals must coincide with updated Contract Amount.

APPLICATION NO.: 1.0
PERIOD FROM: 11/1/2024
TO: 11/30/2024

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
		CONTRACT				QUANTITIES			AMOUNT ($)			($)		
Item No.	Item	Quantity	Unit	Unit Price ($)	Schedule of Values ($)	Previous Invoices	Current Invoice	Total (G+H)	Previous Invoices	Current Invoice	Total (J+K)	Balance To Finish (F-L)	% Complete (L/F)	Retainage ($) (L*10%)
	II - CHANGE ORDERS													
					$ -	0	0	0.00	$ -	$ -	$ -	$ -	#DIV/0!	$ -
					$ -	0	0	0.00	$ -	$ -	$ -	$ -	#DIV/0!	$ -
					$ -	0	0	0.00	$ -	$ -	$ -	$ -	#DIV/0!	$ -
	Sub-Total *(Schedule II)*				$ -				$ -	$ -	$ -	$ -	#DIV/0!	$ -
	PROJECT SUMMARY													
	Sub-Total (Schedule I)				$ 329,565.00				$ -	$ 193,975.00	$ 193,975.00	$ 135,590.00	59%	$ 19,397.50
	Sub-Total (Schedule II)				$ -				$ -	$ -	$ -	$ -	#DIV/0!	$ -
	Total Schedule 1				$ 329,565.00				$ -	$ 193,975.00	$ 193,975.00	$ 135,590.00	59%	$ 19,397.50
	Contract Totals				$ 329,565.00				$ -	$ 193,975.00	$ 193,975.00	$ 135,590.00	59%	$ 19,397.50
	CONTINGENCY - ITEMS BILLED													
6	16 INCH C900 PVC WATER MAIN(OWNER WILL FURNISH 700 LF OF 16 IN C900 PVC PIPE,TEN (10) 16 IN MJ RESTRAINTS, AND TWENTY ONE 16 INCH BELL JOINT RESTRAINTS, AND TWELVE (12) 16 IN MJ KITS - LESS GLANDS)	70	LF	$75.00	$ 5,250.00	0	70	70.00	$ -	$ 5,250.00	$ 5,250.00	$ -	100%	$ 525.00
20	18 IN dr- 11 HDPE INSTALLED VIA OPEN CUT (OWNER WILL FURNISH 80 LF OF 18 IN HDPE	15	LF	$135.00	$ 2,025.00	0	15	15.00	$ -	$ 2,025.00	$ 2,025.00	$ -	100%	$ 202.50
24	CHLORINATING/TESTING	60	LF	$7.00	$ 420.00	0	60	60.00	$ -	$ 420.00	$ 420.00	$ -	100%	$ 42.00
	Sub-Total *(Schedule II)*				$ 7,695.00				$ -	$ 7,695.00	$ 7,695.00	$ -	100%	$ 769.50

HOLTZ CONSULTING ENGINEERS, INC

January 3, 2025

Mr. John Hayford, PE
Executive Director
Okeechobee Utility Authority
100 SW 5th Avenue
Okeechobee, FL 34974

Subject: **Okeechobee Utility Authority**
State Route 78 West Water Main Improvements – Phase 1
PRP Construction, LLC
Application for Payment No. 2

Dear Mr. Hayford,

Attached is Application for Payment No. 1 and supporting documents for the above referenced project, as submitted by PRP Construction, LLC. This requisition is for payment, less 10 percent retainage, for 93.9% of the work associated with this project.

The amount of payment requested after deducting the required retainage and for work completed is **$104,026.00.**

To the best of our knowledge, the work included in this pay request has been satisfactorily completed in accordance with the Contract Documents and the amounts requested are as outlined in the approved Schedule of Values. Holtz Consulting Engineers therefore recommends payment to be made in the amount requested.

If you should have any questions, please contact our office.

Sincerely,

HOLTZ CONSULTING ENGINEERS, INC.

Peter Van Sickle, PE
Professional Engineer

Attachments – Signed copy of Application for Payment No. 2

cc: Peggy Sheltra, PRP Construction, LLC
File

TO (OWNER/REP):	**OKEECHOBEE UTILITY AUTHORITY**	APPLICATION NO.:	2.0
ADDRESS:	**100 SW 5TH AVE., OKEECHOBEE, FL 34974**	PERIOD FROM:	12/1/2024
FROM (CONTRACTOR):	**PRP CONSTRUCTION , LLC 8300 SW SPRINGHAVEN AVE, INDIANTOWN, FL 34956**	TO:	12/31/2024
		CONTRACT DATE:	10/15/2024
CONTRACT FOR :	**STATE ROAD 78 WEST WATERMAIN IMPROVEMENTS- PHASE 1**		

CHANGE ORDER SUMMARY

CHANGE ORDERS APPROVED BY OWNER		ADDITIONS	DELETIONS
NO.	DESCRIPTION		
1		$ -	$ -
2		$ -	$ -
3		$ -	$ -
4		$ -	$ -
5		$ -	$ -
6		$ -	$ -
7		$ -	$ -
8		$ -	$ -
9		$ -	$ -
TOTALS		$ -	$ -
NET CHANGE BY CHANGE ORDERS			$ -

Application is made for payment, as shown below, according to the CONTRACT DOCUMENTS and Continuation Sheet (s) attached.

1.	ORIGINAL CONTRACT SUM	********** $	329,565.00
2.	Net change by Change Orders	********** $	-
3.	CONTRACT SUM TO DATE	********** $	329,565.00
4.	TOTAL COMPLETED AND STORED TO DATE (Column L on Continuatin Sheet (s)	********** $	309,560.00
5.	RETAINAGE (10%)	********** $	30,956.00
6.	TOTAL EARNED LESS RETAINAGE (Line 4 less line 5)	********** $	278,604.00
7.	LESS PREVIOUS PAYMENTS (Line 6 from prior Certificate)	********** $	174,577.50
8.	CURRENT PAYMENT DUE	********** $	104,026.50
9.	BALANCE TO FINISH PLUS RETAINAGE (Line 3 less line 6)	********** $	50,961.00

CONTRACTOR'S CERTIFICATION

I hereby certify that the labor and materials listed on this request for payment have been used in the construction of this Work and payment received from the last request for payment has been used to make payment to all Subcontractors, laborers, materialmen and suppliers except as listed below

and

The undersigned Contractor certifies that Work covered by this Application for Payment has been completed according to the Contract Documents, that all amounts have been paid by the Contractor for Work done by any Subcontractor for Work for which previous Certifications of Payments were issued and payments received from Owner, and that current Payment is now due in accordance with the Contract Documents and all Federal, State and Local Laws.

CONTRACTOR:

BY: _____ DATE: 12/30/2024

Peggy Sheltra, President

State of: FLORIDA COUNTY OF: MARTIN

Subscribed and sworn to before me this _30__day of _December_____, 2024.

Notary Public: _____

My Commission expires: 7/30/2025

CHARLYN WAKEFIELD
Notary Public - State of Florida
Commission # HH 127812
My Comm. Expires Jul 30, 2025

AMOUNT CERTIFIED: $ 104,026.50

ENGINEER: _____

BY: Peter Van Sickle, PE DATE: 1/3/2025

THE AMOUNT CERTIFIED PAYABLE ONLY TO CONTRACTOR NAMED HEREIN

OKEECHOBEE UTILTITY AUTORITY

CONTRACTOR: PRP CONSTRUCTION

0

Project: STATE ROAD 78 WEST WATER MAIN IMPROVEMENTS - PHASE 1

Page 1 of this Application and Certificate of Payment, containing Contractor's signed Certification is attached. In tabulations below, totals and sub-totals must coincide with updated Contract Amount.

APPLICATION NO.: 2.0
PERIOD FROM: 12/1/2024
TO: 12/31/2024

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
		CONTRACT				QUANTITIES			AMOUNT ($)					
Item No.	Item	Quantity	Unit	Unit Price ($)	Schedule of Values ($)	Previous Invoices	Current Invoice	Total (G+H)	Previous Invoices	Current Invoice	Total (J+K)	($) Balance To Finish (F-L)	% Complete (L/F)	Retainage ($) (L*10%)
	DESCRIPTION													
1	MOBILIZATION,DEMOBILIZATION(INC, GC'S,MOT AND SAFETY)	1	LS	$20,000.00	$ 20,000.00	0.75	0.25	1	$ 15,000.00	$ 5,000.00	$ 20,000.00	$ -	100%	$ 2,000.00
2	MAINTENANCE OF TRAFFIC	1	LS	$9,500.00	$ 9,500.00	0.75	0.25	1	$ 7,125.00	$ 2,375.00	$ 9,500.00	$ -	100%	$ 950.00
3	PRECONSTRUCTION VIDEO DOCUMENTATION	1	LS	$2,500.00	$ 2,500.00	1		1	$ 2,500.00	$ -	$ 2,500.00	$ -	100%	$ 250.00
4	RECORD DRAWINGS	1	LS	$13,500.00	$ 13,500.00	0.8		0.8	$ 10,800.00	$ -	$ 10,800.00	$ 2,700.00	80%	$ 1,080.00
5	6 INCH C900 PVC WATER MAIN(OWNER WILL FURNISH 40 LF OF 6 IN C900 PVC PIPE, EIGHT (8) 6 IN MJ RESTRAINTS, AND FIFTEEN(15) 6 IN MJ KITS - LESS GLANDS	25	LF	$38.00	$ 950.00	0	25	25	$ -	$ 950.00	$ 950.00	$ -	100%	$ 95.00
6	16 INCH C900 PVC WATER MAIN(OWNER WILL FURNISH 700 LF OF 16 IN C900 PVC PIPE,TEN (10) 16 IN MJ RESTRAINTS, AND TWENTY ONE 16 INCH BELL JOINT RESTRAINTS, AND TWELVE (12) 16 IN MJ KITS - LESS GLANDS)	650	LF	$75.00	$ 48,750.00	650		650	$ 48,750.00	$ -	$ 48,750.00	$ -	100%	$ 4,875.00
7	6 IN GATE VALVE WITH VALVE BOX (OWNER WILL FURNISH THREE (2) 6 IN GATE VALVES AND VALVE BOXES	2	EA	$1,200.00	$ 2,400.00	2		2	$ 2,400.00	$ -	$ 2,400.00	$ -	100%	$ 240.00
8	16 IN GATE VALVE WITH VALVE BOX (OWNER WILL FURNISH TWO (2) 16 INCH GATE VALVES AND VALVE BOXES)	2	EA	$1,800.00	$ 3,600.00	2		2	$ 3,600.00	$ -	$ 3,600.00	$ -	100%	$ 360.00
9	6 IN 90 DEG MJ DI BEND (OWNER WILL FURNISH THREE (3) 6 IN 90 DEGREE BENDS	3	EA	$300.00	$ 900.00	0	3	3	$ -	$ 900.00	$ 900.00	$ -	100%	$ 90.00
10	6 IN DI MJ LONG SLEEVE (OWNER WILL FURNISH TWO (2) 6 IN DI SOLID SLEEVES)	2	EA	$450.00	$ 900.00	0	2	2	$ -	$ 900.00	$ 900.00	$ -	100%	$ 90.00
11	16 INCH X 6 IN MJ DI TEE (OWNER WILL FURNISH THREE (3) 16"X6" TEES)	3	EA	$1,800.00	$ 5,400.00	3		3	$ 5,400.00	$ -	$ 5,400.00	$ -	100%	$ 540.00
12	18 IN X 16 IN DI MJ REDUCER (OWNER WILL PROVIDE ONE (1) REDUCER 18" X 16")	1	EA	$1,450.00	$ 1,450.00	1		1	$ 1,450.00	$ -	$ 1,450.00	$ -	100%	$ 145.00
13	6 IN MJ DI CAP (OWNER WILL FURNISH ONE(1) 6 IN MJ DI CAP)	1	EA	$300.00	$ 300.00	0	1	1	$ -	$ 300.00	$ 300.00	$ -	100%	$ 30.00
14	16 IN MJ DI CAP (OWNER WILL FURNISH ONE (1) 16 IN MJ DI CAP WITH 2 IN TAP)	1	EA	$500.00	$ 500.00	0	1	1	$ -	$ 500.00	$ 500.00	$ -	100%	$ 50.00
15	CONNECT NEW 6 INCH WATER MAIN TO EXISTING 6 IN WATER MAIN	3	EA	$4,500.00	$ 13,500.00	0	3	3	$ -	$ 13,500.00	$ 13,500.00	$ -	100%	$ 1,350.00
16	CONNECT NEW 18 INCH WATER MAIN TO EXISTING 24IN WATER MAIN	1	EA	$46,500.00	$ 46,500.00	1		1	$ 46,500.00	$ -	$ 46,500.00	$ -	100%	$ 4,650.00
17	SAMPLE POINT W/ 6" DOUBLE STRAP TAPPING SADDLE & CORP. STOP	1	EA	$1,000.00	$ 1,000.00	1		1	$ 1,000.00	$ -	$ 1,000.00	$ -	100%	$ 100.00
18	SAMPLE POINT W/ 16" DOUBLE STRAP TAPPING SADDLE & CORP. STOP	1	EA	$1,400.00	$ 1,400.00	1		1	$ 1,400.00	$ -	$ 1,400.00	$ -	100%	$ 140.00
19	SAMPLE POINT W/ 18" DOUBLE STRAP TAPPING SADDLE & CORP. STOP	1	EA	$1,600.00	$ 1,600.00	1		1	$ 1,600.00	$ -	$ 1,600.00	$ -	100%	$ 160.00
20	18 IN dr- 11 HDPE INSTALLED VIA OPEN CUT (OWNER WILL FURNISH 80 LF OF 18 IN HDPE	65	LF	$135.00	$ 8,775.00	65		65	$ 8,775.00	$ -	$ 8,775.00	$ -	100%	$ 877.50
	SDR-11 DIPS, TWO(2) 18 INCH MJ RESTRAINTS, AND TWO(2) 18 INCH MJ KITS LESS GLANDS													
21	HDPE X MJ ADAPTER	2	EA	$1,200.00	$ 2,400.00	2		2	$ 2,400.00	$ -	$ 2,400.00	$ -	100%	$ 240.00
22	REMOVAL OF 6 IN CAST IRON PIPE	630	LF	$32.00	$ 20,160.00	0	630	630	$ -	$ 20,160.00	$ 20,160.00	$ -	100%	$ 2,016.00
23	FILL AND FLUSHING ASSEMBLY	1	EA	$7,200.00	$ 7,200.00	1		1	$ 7,200.00	$ -	$ 7,200.00	$ -	100%	$ 720.00
24	CHLORINATING/TESTING	740	LF	$7.00	$ 5,180.00	740		740	$ 5,180.00	$ -	$ 5,180.00	$ -	100%	$ 518.00
25	SODDING	1	LS	$10,800.00	$ 10,800.00	0	1	1	$ -	$ 10,800.00	$ 10,800.00	$ -	100%	$ 1,080.00
26	ASPHALT DRIVEWAY REPLACEMENT	395	SY	$70.00	$ 27,650.00	0	395	395	$ -	$ 27,650.00	$ 27,650.00	$ -	100%	$ 2,765.00
27	CONCRETE DRIVEWAY REPLACEMENT	175	SY	$130.00	$ 22,750.00	0	175	175	$ -	$ 22,750.00	$ 22,750.00	$ -	100%	$ 2,275.00
28	FIRE HYDRANT ASSEMBLY WITH 6 IN GATE VALVE AND VALVE BOX(OWNER TO FURNISH ONE(1) FIRE HYDRANT , ONE (1) 6" GATE VALVE AND VALVE BOX, SIX(6) MECHANICAL JOINT BOLT AND GASKETS(LESS GLANDS) AND	1	EA	$5,500.00	$ 5,500.00	1		1	$ 5,500.00	$ -	$ 5,500.00	$ -	100%	$ 550.00
29	FLOWABLE BACKFILL WITHIN SW 16TH AVE.	1	LS	$9,500.00	$ 9,500.00	0.6	0.4	1	$ 5,700.00	$ 3,800.00	$ 9,500.00	$ -	100%	$ 950.00
30	MISC. RESTORATION	1	LS	$10,000.00	$ 10,000.00	0.4	0.6	1	$ 4,000.00	$ 6,000.00	$ 10,000.00	$ -	100%	$ 1,000.00
31	CONTINGENCY (ITEM DESCRIPTION AT BOTTOM OF PAY APP)	1	LS	$25,000.00	$ 25,000.00	0.3078		0.3078	$ 7,695.00	$ -	$ 7,695.00	$ 17,305.00	31%	$ 769.50
	Sub-Total *(Schedule I)*				$ 329,565.00				$ 193,975.00	$ 115,585.00	$ 309,560.00	$ 20,005.00	94%	$ 30,956.00

OKEECHOBEE UTILTITY AUTORITY

CONTRACTOR: PRP CONSTRUCTION

0

Project: STATE ROAD 78 WEST WATER MAIN IMPROVEMENTS - PHASE 1

Page 1 of this Application and Certificate of Payment, containing Contractor's signed Certification is attached. In tabulations below, totals and sub-totals must coincide with updated Contract Amount.

APPLICATION NO.: 2.0
PERIOD FROM: 12/1/2024
TO: 12/31/2024

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
		CONTRACT				QUANTITIES			AMOUNT ($)			($)		
Item No.	Item	Quantity	Unit	Unit Price ($)	Schedule of Values ($)	Previous Invoices	Current Invoice	Total (G+H)	Previous Invoices	Current Invoice	Total (J+K)	Balance To Finish (F-L)	% Complete (L/F)	Retainage ($) (L*10%)
	II - CHANGE ORDERS													
					$ -	0	0	0	$ -	$ -	$ -	$ -	#DIV/0!	$ -
					$ -	0	0	0	$ -	$ -	$ -	$ -	#DIV/0!	$ -
					$ -	0	0	0	$ -	$ -	$ -	$ -	#DIV/0!	$ -
	Sub-Total *(Schedule II)*				$ -				$ -	$ -	$ -	$ -	#DIV/0!	$ -
	PROJECT SUMMARY													
	Sub-Total (Schedule I)				$ 329,565.00				$ 193,975.00	$ 115,585.00	$ 309,560.00	$ 20,005.00	94%	$ 30,956.00
	Sub-Total (Schedule II)				$ -				$ -	$ -	$ -	$ -	#DIV/0!	$ -
	Total Schedule 1				$ 329,565.00				$ 193,975.00	$ 115,585.00	$ 309,560.00	$ 20,005.00	94%	$ 30,956.00
	Contract Totals				$ 329,565.00				$ 193,975.00	$ 115,585.00	$ 309,560.00	$ 20,005.00	94%	$ 30,956.00
	CONTINGENCY - ITEMS BILLED													
6	16 INCH C900 PVC WATER MAIN(OWNER WILL FURNISH 700 LF OF 16 IN C900 PVC PIPE,TEN (10) 16 IN MJ RESTRAINTS, AND TWENTY ONE 16 INCH BELL JOINT RESTRAINTS, AND TWELVE (12) 16 IN MJ KITS - LESS GLANDS)	70	LF	$75.00	$ 5,250.00	70		70	$ 5,250.00	$ -	$ 5,250.00	$ -	100%	$ 525.00
20	18 IN dr- 11 HDPE INSTALLED VIA OPEN CUT (OWNER WILL FURNISH 80 LF OF 18 IN HDPE	15	LF	$135.00	$ 2,025.00	15		15	$ 2,025.00	$ -	$ 2,025.00	$ -	100%	$ 202.50
24	CHLORINATING/TESTING	60	LF	$7.00	$ 420.00	60		60	$ 420.00	$ -	$ 420.00	$ -	100%	$ 42.00
	Sub-Total *(Schedule II)*				$ 7,695.00				$ 7,695.00	$ -	$ 7,695.00	$ -	100%	$ 769.50

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 15

JANUARY 21, 2025

CONSENT AGENDA

INVOICE FROM LEWIS, LONGMAN & WALKER, P.A. – USDA LOAN LEGAL SERVICES

Please find attached invoice in the amount of $3,515.00 submitted by Lewis, Longman & Walker, P.A. for legal services. Staff is aware of the work currently being done Lewis, Longman & Walker, P.A. and is in agreement with this request.

Staff recommends approval of this invoice in the amount of $3,515.00 to Lewis, Longman & Walker, P.A.

LEWIS LONGMAN WALKER

360 South Rosemary Avenue
Suite 1100
West Palm Beach, FL 33401
Tel 561-640-0820
Fax 561-640-8202
Tax ID No. 65-0500793

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

January 6, 2025
Invoice No. WGC-161440

CLIENT: 0504 - Okeechobee Utility Authority
Re: 008 USDA Loan

Date		Services	Hours
12/12/24	WGC	Review financing documents in preparation for Pre-Closing meeting.	0.60
12/17/24	WGC	Work session regarding Pre-Closing; review documents in zip file.	2.40
12/18/24	WGC	Review status of financing documents and actions needed to close; prepare for and participate in Pre-Closing conference call.	2.40
12/19/24	WGC	Work session regarding items on the closing checklist.	0.50
12/20/24	WGC	Work session regarding required financing documents.	1.50

Summary of Services

		Rate	Hours	Amount
WGC	Capko, William G.	475.00	7.40	3,515.00
Total for Services			**7.40**	**$3,515.00**

Total for Services and Expenses	**$3,515.00**
Previous Balance	760.00
Payments Since Last Invoice	-760.00
Amount Due	**$3,515.00**

Invoice No. WGC-161440
Invoice Date: January 6, 2025
Client Code: 0504
Client Name: Okeechobee Utility Authority
Matter Code: 008
Matter Name: USDA Loan

Total for Services and Expenses	**$3,515.00**
Previous Balance	760.00
Payments Since Last Invoice	-760.00
Amount Due	**$3,515.00**

Amount enclosed: _____

Please remit checks to:

Lewis, Longman & Walker, P.A.
PO Box 628742
Orlando, FL 32862-8742

For your convenience, we accept credit card and e-check payments online at:

http://www.llw-law.com/template/payment/

For billing questions, please contact our Billing Department at: (561) 640-0820.

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 16

JANUARY 21, 2025

CONSENT AGENDA

INVOICE FROM CONELY AND CONELY, P.A. – LEGAL SERVICES

Please find attached invoice in the amount of $2,893.75 submitted by Conely and Conely, P.A. for legal services. Staff is aware of the work currently being done Conely and Conely, P.A. and is in agreement with this request.

Staff recommends approval of these invoices in the amount of $2,893.75 to Conely and Conely P.A.

Conely & Conely, P.A.
P.O. Drawer 1367
Okeechobee, FL 34973-1367
Tax I.D. #59-2020240

Invoice submitted to:
Okeechobee Utility Authority
Attn: Accounts Payable
100 SW 5th Avenue
Okeechobee, FL 34974

January 7, 2025

In Reference To:
December 2024

Invoice #11001

	Professional Services:	Hours	Amount
12/01/2024	Monthly Retainer		$2,500.00
12/17/2024	Attend Board Meeting.	1.75	$393.75
	Total hours and amount due	1.75	$393.75
	Total for professional services rendered and retainer		$2,893.75
	Previous balance		$3,681.25
12/24/2024	Payment - Thank you. Check No. 33312		($3,681.25)
	BALANCE DUE		**$2,893.75**

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 17

JANUARY 21, 2025

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
GOVERNMENT RELATIONS

INVOICE

Date 1/1/2025

Invoice No. 22391

Bill To

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

PO NUMBER	0000011647
SUPPLIER ID	

Terms	Due Date	FOR THE MONTH OF
Net 30	1/31/2025	January 2025

Government Relations Services performed Fee as agreed to and amount owed:	$3,500.00
Payments/Credits	$0.00
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. 18

JANUARY 21, 2025

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.
4524 Gun Club Road, Suite
201
West Palm Beach, FL

Invoice

Okeechobee Utility Authority
Attn:John Hayford, Exec Director
100 SW 5th Avenue
Okeechobee, FL 34974
PO No:12037

DATE	INVOICE #
1/1/2025	202501012

PROJECT
540.01-LOSOM Support

DESCRIPTION	AMOUNT
Support for the month of December 2024	250.00
	Total **$250.00**

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 19

JANUARY 21, 2025

CONSENT AGENDA

SURPLUS PROPERTY

Periodically staff reviews vehicles & equipment to determine what can be deemed surplus and available for disposal. At this time, five items are available.

1) 2008 Ford F-150 2wd Vin # 1FTRF12228KE83789, 124,861 miles. Est. value $ 2,500
2) 2000 Ford F-150 4wd Vin # 1FTRF18W8YNA97807, 108,242 miles. Est. value $ 1500
3) Ford tractor model 6610 Unknown hours, tractor does not run
4) Enpo 4” trailer mounted trash pump with 20 hp diesel motor, pump & motor not operable
5) Approximately 35 count - 275-gallon liquid container totes

OUA staff recommends approval of these items by the OUA Board for staff to sell these items as surplus to the highest bidder.

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 20

JANUARY 21, 2025

CONSENT AGENDA

CORRECTED 2025 OUA HOLIDAYS

Wednesday, January 1	**New Year's Day**
Sunday, April 20	**Easter Sunday**
Monday, May 26	**Memorial Day**
Friday, July 4	**Independence Day**
Monday, September 1	**Labor Day**
Monday, November 11	**Veteran's Day**
Thursday, November 27	**Thanksgiving Holiday**
Wednesday, December 24	**Christmas Eve**
Thursday, December 25	**Christmas Day**
Personal Day #1	**As applicable**
Personal Day #2	**As applicable**

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 21

JANUARY 21, 2025

MEETING MINUTES

Attached are copies of the minutes from the meeting held on December 17, 2024.

Unless the Board determines a correction is required to the minutes, Staff recommends the approval of the meeting minutes from December 17, 2024 as presented.

OKEECHOBEE UTILITY AUTHORITY
MEETING MINUTES
Tuesday, December 17, 2024 8:00 A.M.
Okeechobee Utility Authority
100 SW 5th Avenue
Okeechobee, Florida

Vice Chairperson Gilliland called the meeting to order at 8:01 A.M.

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

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

Board Members:	**Alternates:**	**Absent:**
John Gilliland*	Melanie Anderson	Steve Nelson*
Harry Moldenhauer*	Glenn Sneider**	Tabitha Trent*
Steve Hargraves*		

*Voting Board Members
**Voting in Tabitha Trent's absence

OUA Members:

John Hayford	Greg Kennedy	Steve Conteaguero
Lauriston Hamilton	Michelle Willoughby	

Vice Chairperson Gilliland addressed Agenda Item No. 2 'Agenda Additions or Deletions' Executive Director Hayford discussed that there were six additions to the agenda. Item 2A. Invoice from Sumner Engineering & Consulting, Inc. – SW Wastewater Service Area Project (Part E), Item 2B. Invoice from Sumner Engineering & Consulting, Inc. – SW 5th Avenue LPSS Design and Permitting, Item 2C. Invoice from Sumner Engineering & Consulting, Inc. – Okee-Tantie Utility System Improvements, Item 2D. Invoice from Sumner Engineering & Consulting, Inc. – Consumptive Use Permit Consulting, Item 2E. invoice from hinterland Group, Inc. – SWSA Project 2, Item 2F. Invoice from BS&A Software – Software Conversion. **Motion by Harry Moldenhauer to approve all additional invoices presented in Agenda Item No. 2. Second by Steve Hargraves. Vote unanimous (4-0), motion carried.**

Vice Chairperson Gilliland recognized Attorney Conley for his years of service to the Okeechobee Utility Authority.

Vice Chairperson Gilliland addressed Agenda Item No. 3 'Consent Agenda' Motion by Harry Moldenhauer to approve the Consent Agenda as presented:

Consent Agenda Item No. 4 'Invoice from Wind River Environmental LLC in the amount $64,505.00'

Consent Agenda Item No. 5 'Invoice from Holtz Consulting Engineers, Inc. – SR 78

Watermain Additional Modeling in the amount of $9,590.00'

Consent Agenda Item No. 6 'Invoice from Holtz Consulting Engineers, Inc. – Kings Bay Watermain Improvements in the amount of $4,301.50'

Consent Agenda Item No. 7 'Invoice from Kimley-Horn and Associates, Inc. – Lakeview Estates Permit Renewal in the amount of $1,564.00'

Consent Agenda Item No. 8 'Invoice from Anderson Andre Consulting Engineers, Inc. – SWSA Project 2 Vacuum Collection System in the amount of $9,310.00'

Consent Agenda Item No. 9 'Invoices from Nason Yeager Gerson Harris & Fumero, P.A. – Legal Services in the amounts of $5,388.23 and $8,838.23'

Consent Agenda Item No. 10 'Invoice from Thorn Run Partners in the amount of $3,500.00'

Consent Agenda Item No. 11 'Invoice from MacVicar Consulting, Inc. in the amount of $250.00'

Consent Agenda Item No. 12 'OUA Board of Director's Meeting Dates'

Consent Agenda Item No. 13 '2025 OUA Holidays'

Second by Glenn Sneider. Vote unanimous (4-0), motion carried.

Vice Chairperson Gilliland addressed Agenda Item No. 14 'Meeting Minutes from November 17, 2024.' Motion by Glenn Sneider to approve the Meeting Minutes from November 17, 2024 Meeting as presented. Second by Harry Moldenhauer. Vote unanimous (4-0), motion carried.

Vice Chairperson Gilliland addressed Agenda Item No. 15 'Employee Recognition' There were no employees to recognize at this time.

Vice Chairperson Gilliland addressed Agenda Item No. 16 'Public Comments' There were none

Vice Chairperson Gilliland addressed Agenda Item No. 17 'Discussion Agenda'

Vice Chairperson Gilliland addressed Discussion Agenda Item No. 18 'SWSA Project 2 Change Order No. 4' Executive Director Hayford discussed that due to an unforeseen event involving a prime sub-contractor for Hinterland Group, Inc. (HGI), they are requesting a forty-five day calendar extension to the SWSA Project. Executive Director Hayford discussed that the proposal has been reviewed by OUA staff, the engineer of record and USDA staff and all have given tentative approval to this request. Executive Director Hayford discussed that the delay will not impact the project other than it may require additional inspection/oversight. There was a brief discussion. **Motion by Glenn Sneider to approve the SWSA Project 2 Change Order No. 4. Second by Steve Hargraves. Vote unanimous (4-0), motion carried.**

Vice Chairperson Gilliland addressed Discussion Agenda Item No. 19 'SWSA VPS 4 Force Main Inspection Services Agreement' Executive Director Hayford discussed that the work is already underway for the force main project and is included in the overall agreement. Executive Director Hayford discussed that the construction services were not included in the original agreement. Sumner Engineering & Consulting Engineers, Inc submitted a general scope and fee schedule in the amount of $31,380.00. Executive Director Hayford discussed that the purchase of construction materials was approved last month. There was a brief discussion. **Motion by Harry Moldenhauer to approve the Engineering**

Services Agreement with Sumner Engineering & Consulting Engineers, Inc. in the amount of $312,380.00. Second by Glenn Sneider. Vote unanimous (4-0), motion carried.

Vice Chairperson Gilliland addressed Discussion Agenda Item No. 20 'SWSA VPS 4 Force Main Bids' Executive Director Hayford discussed that Vacuum Pump Station No. 4 will connect to the recently completed regional pump station constructed on SW 16th Street. This station is also the northern segment of the Okee-Tantie sanitary force main. Executive Director Hayford discussed that the project was publicly bid with bid opening on December 10, 2024. Executive Director Hayford discussed that all of the bids were reviewed for completeness and accuracy. Executive Director Hayford discussed that Sumner Engineering & Consulting, Inc, the design engineer, reviewed the bids and has made a recommendation of award. Executive Director Hayford discussed that Go Underground Utilities, LLC was the apparent low bidder in the amount of $658,650.00. There was a brief discussion. **Motion by Glenn Sneider to accept the Recommendation of Award letter by Sumner Engineering & Consulting, Inc. listing Go Underground Utilities, Inc. as the apparent lowest and most responsive bidder. Second by Steve Hargraves. Vote unanimous (4-0), motion carried.**

Motion by Glenn Sneider to accept and make an award to Go Underground Utilities, Inc as the apparent lowest, most responsive bidder in the amount of $658,650.00 for the SWSA Vacuum Station No. 4 Force Main. Second by Harry Moldenhauer. Vote unanimous (4-0), motion carried.

Motion by Glenn Sneider to authorize the OUA Board Chairman and staff the execute the Notice of Award letter to Go Underground Utilities, Inc. Second by Harry Moldenhauer. Vote unanimous (4-0), motion carried.

Motion by Glenn Sneider to authorize the OUA Board Chairman and staff the executive the appropriate documents and issue to Notice to Proceed provided Go Underground Utilities, Inc. provides the required documentation. Second by Harry Moldenhauer. Vote unanimous (4-0), motion carried.

Vice Chairperson Gilliland addressed Discussion Agenda Item No. 21 'SWTP Generator Repair' Executive Director Hayford discussed that the screen on the emergency generator at the Surface Water Treatment Plan is very hard to see and is need of replacement. The generator can run with this issue, it is just harder to use. Executive Director Hayford discussed that the Ring Power Service Center was contacted and replied with two quotes, one using OEM parts (22,576.47) and one using other parts (14,712.50). Board Member Gilliland asks how old the generator is. Executive Director Hayford discussed that the generator is over 20 years old. Board Member Sneider asks how long the generator will be out of service while the repairs are made. Executive Director Hayford discussed that during the replacement, the generator will be out of service for up to four days. There was a brief discussion **Motion by Harry Moldenhauer to approve the Ring Power repair quote in the amount of $22,576.47 and the Ring Power rental quote in the amount of $17,041.00. Second by Glenn Sneider. Vote unanimous (4-0), motion carried.**

Vice Chairperson Gilliland addressed Discussion Agenda Item No. 22 'Pine Ridge Park Vacuum Monitoring Project' Executive Director Hayford discussed that a proposal was provided by the Flovac Americas to install a monitoring system for the vacuum collection system in the new water and wastewater system in the Pine Ridge Park neighborhood. Executive Director Hayford provided a brief

overview of the system which will provide a wireless communication and monitoring system accessed by internet service in which the OUA can review system operations, such as pump run times, temperatures, alarms and other features. Executive Director Hayford discussed that the system will be essential in determine where system failures are occurring and will assist in speeding up recovery efforts. Executive Director Hayford discussed that if approved, the funding for this project would come from the wastewater capital connection charge fund and would be recognized in a budget amendment process later this fiscal year. There was a brief discussion. **Motion by Harry Moldenhauer to approve the purchase and installation of the Flovac Americas quotation QU-0420 for the Pine Ridge Park Vacuum Monitoring System in the amount of $127,542.14 and with an annual cost beginning in FY26 of $500.00 per month. Second by Glenn Sneider. Vote unanimous (4-0), motion carried.**

Vice Chairperson Gilliland addressed Discussion Agenda Item No. 23 'Taylor Creek Isles Septic to Sewer Project' Executive Director Hayford discussed that this Agenda Item is being moved to the meeting in January due to missing permit closeout. Executive Director Hayford discussed that the final pay request will be held until the January board meeting for approval.

Vice Chairperson Gilliland addressed Discussion Agenda Item No. 24 'King's Bay US441SE Water Main Extension' Executive Director Hayford discussed that a deductive change order removing unused contingency monies from the contract was submitted along with a final pay application. Executive Director Hayford discussed that the project is complete and in use by OUA. Several new water customers have been connected. **Motion by Glenn Sneider to approve Change Order No. 1 for a deduct of $24,700.00 bringing the total contract price to $183,184.00. Second by Harry Moldenhauer. Vote unanimous (4-0), motion carried.**

Motion by Glenn Sneider to approve Payment Request No. 1 to B & B Site Development, Inc in the amount of $183,184.00. Second by Steve Hargraves. Vote unanimous (4-0), motion carried.

Vice Chairperson Gilliland addressed Discussion Agenda Item No. 25 'Billing Notices' Executive Director Hayford discussed that recently the OUA Board took action to reduce the Rates, Fees and Charges that were in place October 1, 2024. The rates were reduced by 75% from October 1, 2024 through December 31, 2024. Executive Director Hayford discussed that notices were placed on OUA website, social media and on the monthly billings. Executive Director Hayford discussed that letters were mailed out to explain the lowered rates to any current or known planned projects. Executive Director Hayford discussed the number of letters sent out and the number of customers that either paid the fees in full or signed a Payment Agreement. This item is for informational purposes only.

Vice Chairperson Gilliland addressed Discussion Agenda Item No. 26 'Legislative Delegation' Executive Director Hayford discussed that the Okeechobee County Legislative Delegation Meeting is scheduled for January 8, 2025 at 1:30 P.M. Executive Director Hayford discussed the OUA Board Chairman Steven Nelson will be presenting for the OUA. This item is for informational purposes only.

Vice Chairperson Gilliland addressed Agenda Item No. 27 'Staff Reports'

Vice Chairperson Gilliland addressed Staff Reports Agenda Item No. 28 'Operations Director' Assistant Executive Director Kennedy discussed that a Safety Committee Meeting was conducted on December 11, 2024.

SWTP: Assistant Executive Director Kennedy discussed there were some minor issues found during the site visit on December 5, 2024 and all the issues have been corrected.

Maintenance: Assistant Executive Director Kennedy discussed that the 10-inch water main deflection at SE 4th and US Highway 441 South was completed on December 10, 2024.

WWTP: Assistant Executive Director Kennedy discussed that site visits were conducted for all Wastewater package plants. During the site visits a few minor issues were noted at each location and those issues have been corrected or are being addressed by staff.

Vice Chairperson Gilliland addressed Staff Reports Agenda Item No. 29 'Finance Director' Finance Director Hamilton reviewed the Finance Report for period ending November 30, 2024. **Motion by Glenn Sneider to approve the Finance Report for period ending November 30, 2024 as presented. Second by Harry Moldenhauer. Vote unanimous (4-0). Motion carried.**

Vice Chairperson Gilliland addressed Staff Reports Agenda Item No. 30 'Attorney' Attorney Conteaguero discussed the abandonment of the old gravity wastewater system in Pine Ridge Park and communication with the property owners. Attorney Conteaguero provided an update on the pending litigation with Hinterland Group.

Vice Chairperson Gilliland addressed Staff Reports Agenda Item No. 31 'Executive Director' Executive Director Hayford gave an update on current projects.

Vice Chairperson Gilliland addressed Agenda Item No. 32 'Items from the Board' Vice Chairperson Gilliland inquired as to the start date of the Wastewater Treatment Plant Supervisor. Executive Director Hayford informed the board that the new supervisor is scheduled to begin December 18, 2024. Board Member Moldenhauer inquired about the current Wastewater Treatment Plant Supervisor, Jamie Gamiotea's retirement date. Executive Director Hayford discussed that Jamie Gamiotea has agreed to stay until the new supervisor is up to speed.

There being no other business, meeting adjourned at 9:17 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)

OKEEHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 22

JANUARY 21, 2025

EMPLOYEE RECOGNITION

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

Kevin Rogers	30 Years
Roy Hawkins Jr.	5 Years

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 23

JANUARY 21, 2025

PUBLIC COMMENTS

OKEEHOBEE UTILITY AUTHORITY

JANUARY 21, 2025

DISCUSSION AGENDA

24. Taylor Creek Isles Septic to Sewer Project
25. NE Glades Wastewater Master Plan
26. Transfer from Operating to CIP Fund
27. FY25 Vehicle Request
28. Advanced Metering Infrastructure
29. Customer Billing Notices

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 24

JANUARY 21, 2025

DISCUSSION AGENDA

TAYLOR CREEK ISLES SEPTIC TO SEWER PROJECT

This project is complete. Fifteen homes have been connected to the Vacuum Pump Station No. 2 collection system.

Final pay application No. 3 is included with this agenda item ($64,055.00). After adjustments of quantities installed relative to bid quantities, there is a net increase to the completed and stored to date pay item ($2,763.00). An adjustment was made to the contingency line item by way of Allowance Authorization No. 2 to compensate for this increase.

In the OUA Board package is a deductive Change Order No. 1 removing all of the remaining contingency money (($18,337.00) from the contract price.

For this project, the original bid price was $177,503.26 and final total invoicing is at $159,166.26.

After OUA Board review and discussions, staff recommends the following actions:

Approve deductive Change Order No. 1 in the amount of $18,337.00.

Approve final pay application No. 3 in the amount of $64,055.00 to Wind River Environmental, LLC.

ALLOWANCE AUTHORIZATION

Project:	OUA Taylor Creek Isles	Authorization No.:	1
	Septic to Sewer Project	From:	OUA
To:	Carlos Ayala	Date:	November 6.2024
	Wind river Environmental,LLC dba	CHA Project No.:	
	Cooke's Plumbing & Septic Services	Client Project No.:	

You are authorized to perform the following item(s) of work and to adjust the Allowance Sum accordingly:

THIS IS NOT A CHANGE ORDER AND DOES NOT INCREASE OR DECREASE THE CONTRACT AMOUNT

Original Allowance	$ 25,000.00
Allowance Expenditures prior to this Authorization	$ 0
Allowance Balance prior to this Authorization	$ 25,000.00
Allowance will be [~~increased~~] [decreased] by this Authorization	$ 3.900.00
New Allowance Balance	$ 21,100.00

APPROVAL RECOMMENDED

Craig A. Smith & Associates Engineers

11-7-24
By Date

OWNER APPROVAL

Okeechobee Utility Authority
Owner

11/19/24
By Date

CONTRACTOR ACCEPTANCE

Cooke's Plumbing & Septic Services
Contractor

By Date

☒ Attachments

Copies: ☒ Owner ☒ Contractor ☒ Consultants ☐ _____ ☐ _____ ☐ _____ ☐ File

Greg Giarratana

From: Ayala, Carlos <cayala@wrenvironmental.com>
Sent: Tuesday, October 29, 2024 8:55 AM
To: Gordon, Mike; Greg Giarratana
Subject: Change order

These are the combined change orders, the issues are listed below, if we get approval, we are planning on doing the house at 2025th Lane.

2025 SE 35th Lane	
Customer is unwilling to move his shed to run the new sewer pipe, the pipe will have to rerouted under the house to bring it towards the front of the house.	
2 man confined space entry	$1,200.00
Repiping under the house	$1,400.00
Total Change order	$2,600.00

2333 SE 34th Lane	
The septic tank is under the concrete patio	
Cut the concrete patio for access	Included
Break the end of the tank for access	Included
Pump and wash tank for abandonment	Included
Enter the septic tank, confines space entry	$1,200.00
Break the incoming side of the tank to expose enough pipe to connect the new pipe.	$1,400.00
Pump flowable fill	$2,000.00
Lay concrete patio.	$2,100.00
Total	$6,700.00
Less The Septic Tank Abandonment	-2,800

Revised Total = $3,900.

Total combined ~~$9,300.00~~

Carlos Ayala | Operations Manager | Wind River Environmental
3100 SE Waaler Street, Stuart, FL 34997
P: 772-287-0651 x1222 | C: 772-631-1965 | F: 772-287-1590
cayala@wrenvironmental.com | www.wrenvironmental.com

ALLOWANCE AUTHORIZATION

Project:	**OUA Taylor Creek Isles**	Authorization No.:	**Two**
	Septic To Sewer Project	From:	**OUA**
To:	**Carlos Ayala**	Date:	**January 15,2025**
	Wind River Environmental LLC dba	CHA Project No.:	
	Cooke's Plumbing & Septic Services	Client Project No.:	

You are authorized to perform the following item(s) of work and to adjust the Allowance Sum accordingly:

THIS IS NOT A CHANGE ORDER AND DOES NOT INCREASE OR DECREASE THE CONTRACT AMOUNT

Original Allowance	$ **25,000.00**
Allowance Expenditures prior to this Authorization	$ **3,900.00**
Allowance Balance prior to this Authorization	$ **21,100.00**
Allowance will be ~~[increased]~~ [decreased] by this Authorization	$ **2,763.00**
New Allowance Balance	$ **18,337.00**

APPROVAL RECOMMENDED

Craig A. Smith & Associates Engineers

By 1-15-25 Date

OWNER APPROVAL

Okeechobee Utility Authority

Owner

By 1/15/25 Date

CONTRACTOR ACCEPTANCE

Cooke's Plumbing & Septic Services

Contractor

By 1/15/25 Date

☐ Attachments

Copies: ☐ Owner ☐ Contractor ☐ Consultants ☐ _____ ☐ _____ ☐ _____ ☐ File

SECTION 00931

CHANGE ORDER

DATE OF ISSUANCE: - **December 11,2024** No. #1

PROJECT: **OKEECHOBEE UTILITY AUTHORITY**
TCI SEPTIC TO SEWER PROJECT
CAS PROJECT No. 08-24-022

OWNER: **OKEECHOBEE UTILITY AUTHORITY**
100 SW 5TH AVE. OKEECHOBEE, FL 34974

CONTRACTOR: **Wind River Environmental, LLC**

ENGINEER: **CRAIG A. SMITH & ASSOCIATES**

CONTRACT FOR: **OUA Taylor Creek Isles**

YOU ARE DIRECTED TO MAKE THE FOLLOWING CHANGES IN THE CONTRACT DOCUMENTS.

DESCRIPTION:

This is the final deduct change order to close out the Taylor Creek Isles Septic to Sewer project, as follows :
The projects bid amount was $177,503.26 minus $159,166.26 (total completed) = $18,337.00 These were the remaining bid item quantities that were not installed. Therefore the $18,337.00 is the remaining balance on this project

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIME:
Original Contract Price **$177,503.26**	Original Contract Time **150** Days
Previous Change Orders **NA**	Net change from previous Change Orders **0** Days
Contract Price prior to this Change Order $ **$177,503.26**	Contract Time prior to this Change Order **150** Days

Net ~~increase/~~decrease of this Change Order **$18,337.00**	Net Increase/decrease of this Change Order **0** Days
Contract Price with all approved Change Orders **$ 159,166.26**	Contract Time with all approved Change Orders **150** Days

RECOMMENDED :

By *Greg A. Giarratana*
CRAIG A. SMITH & ASSOCIATES

ACCEPTED :

By _____
CONTRACTOR

APPROVED :

By _____
OWNER

END OF SECTION

CRAIG A. SMITH & ASSOCIATES
A SMART-INFRASTRUCTURE COMPANY

December 13, 2024

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

RE: Okeechobee Utility Authority
Taylor Creek Isles Septic To Sewer Improvement Project Final Pay Request # Three
CAS Project No: 08-24-022

Dear Mr. Hayford,

Enclosed please find one (1) original for the Final Payment Application No. 3 from Cooke's Plumbing & Septic Services, in the amount of **$64,055.00**
Craig A. Smith & Associates (CAS) have reviewed the quantities requested and have determined that they have been accounted for and completed in substantial accordance with the plans and specifications to the best of our knowledge and belief. We are, therefore, forwarding Pay Application No. 3 to you for processing.

Please contact me directly if you require additional information.

Sincerely,

CRAIG A. SMITH & ASSOCIATES

Greg A. Giarratana
Senior Supervising Engineer

Enclosures

cc David Miller, CAS
File – 08-24-022

\\Cas-file\Projects\Counties\Okeechobee\08-24-022 OUA\CONSMGMT\CORRESPONDENCE\Letters\LTR-12-13-24-PR# 3.doc

CRAIG A. SMITH & ASSOCIATES
A SMART-INFRASTRUCTURE COMPANY

December 13, 2024

Mr. John Hayford, P.E.

Okeechobee Utility Authority

100 SW 5th Avenue

Okeechobee, Fl., 34974-4221

Dear Mr. Hayford:

Reference: Application and Certificate for Project final Payment No. 3

Taylor Creek Isles, Septic to Sewer Improvement Project

Enclosed is final Payment and Certificate No.3 for the above reference project from Wind River Environmental, LLC. (Cooke's Plumbing & Septic Services). We recommend funding the requested hard cost amount of $64,055.00 as payment for work completed from 11/01/2024- 11/30/2024.

The work for which payment is being requested includes:

1. 2190 SE 24th Blvd, 148 SY of Sod, 110 LF of sewer pipe, 1 ea Septic Tank abandonment, 7 SY concrete
2. 2551 SE 24th Blvd. 194 SY of Sod, 168 LF of sewer pipe, 1 ea Septic Tank abandonment, 9 SY concrete
3. 2350 SE 25th DR. 129 SY of Sod, 100 LF of sewer pipe, 1 ea Septic Tank abandonment, 22 SY concrete
4. 2333 SE 34th Lane, 127 SY of Sod, 115 LF of sewer pipe, 1 ea. Septic Tank abandonment
5. 2025 SE 35th Lane, 182 SY of Sod, 140 LF of sewer pipe, 1 ea. Septic Tank abandonment
6. $3900.00 taken from contingency line item for flowable fill for Septic Tank abandonment and patio restoration at 2333 SE 34th Lane.

This final pay request # three represents 90% of the total project budget to date. Please let me know if you have any questions or require any additional information to close out this project.

Regards,

Greg A Giarratana

Senior Supervising Engineer

\\Cas-file\Projects\Counties\Okeechobee\08-24-022 OUA\CONSMGMT\DOCS\PAY_APPS\PR#3\Pay Request # 3 Letter.docx

TO OWNER: **Okeechobee Utility Authority**
100 SW 5th Ave
Okeechobee, FL 34974

PROJECT: **Taylor Creek Isles**
Septic to Sewer Improvement Project

APPLICATION NO: **3-Final**
Invoice #
APPLICATION DATE: **12/1/2024**
PERIOD TO: **11/30/2024**

FROM CONTRACTOR:
Wind River Environmental, LLC
dba Cooke's Plumbing & Septic Services
3100 SE Waaler Street, Stuart, FL 34997

PROJECT NO: **11973**

CONTRACT DATE: **9/5/2024**

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		$ $177,503.26
2. Net change by Change Orders		$
3. CONTRACT SUM TO DATE (Line 1 ± 2)		$ 177,503.26
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)		$ 159,166.26
5. RETAINAGE:		
a. 0% % of Completed Work (Column D + E on G703)	$ 0.00	
b. 0% % of Stored Material (Column F on G703)	$ 0.00	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)		$ 0.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)		$ 159,166.26
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)		95,111.26
8. CURRENT PAYMENT DUE		$ 64,055.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)		$ 18,337.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Current Month Change Orders	$0.00	$0.00
Previous Month Change Orders	$0.00	$0.00
TOTALS	$0.00	$0.00
NET CHANGES by Change Order	$0.00	

CERTIFICATE OF THE CONTRACTOR

I hereby certify that the work performed and the materials supplied to date, as shown on the above Continuation Sheet, AIA Document G703, is attached represent the actual value of accomplishment under the terms of the contract (and all authorized changes thereto) between the undersigned and GCG Construction, Inc. relating to the above referenced project. I also certify that all laborers, materielmen, suppliers, contractors, and subcontractors used on or in connection with the performance of this contract have been paid in full, except as noted on the reverse side. I further certify that I have complied with all Federal, State, and Local tax laws, including Social Security laws and Unemployment Compensation laws and Workmen's Compensation laws insofar as applicable to the performance of this Contract. Furthermore, in consideration of the payments received, and upon receipt of the amount of this request, the undersigned does hereby waive, release and relinquish any and all claims under any applicable surety bond, rights of lien upon the above premises and causes of action which the undersigned may now have or hereafter acquire, including, but not limited to, those rights as contemplated by Chapters 255 and 731, Florida Statutes, except for rights to the extent that payment is retained pursuant to written agreement or payment to become due for work performed subsequent to the date hereof.

CONTRACTOR:

By: _____ **Date:** 12/09/2024

State of Florida:
Subscribed and sworn to before me this 9th day of September 2024

Notary Public: _____

My Commission expires: 10/7/27

TORI WARNER
Notary Public
State of Florida
Comm# HH431374
Expires 10/11/2027

Certificate for Payment

In accordance with Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect'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 ---------- $64,055.00

Architect:
By: _____ Date: 12-13-2024

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 of Contractor under this Contract.

CONTINUATION SHEET

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G703

APPLICATION NO: 3
APPLICATION DATE: 12/1/24
PERIOD TO: 11/30/24
ARCHITECT'S PROJECT NO: 11973

A	B			C		D			E	F		G		H	I
ITEM NO	DESCRIPTION OF WORK	UNIT	UNIT PRICE	EST. QTY.	SCHEDULED VALUE	WORK COMPLETED				MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL QUANTITY	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE) 5%
						PREVIOUS QUANTITY	PREVIOUS VALUE	THIS QUANTITY	THIS VALUE						
1	Mobilization	LS	$12,815.40	1	$12,815.40	1	$12,815.40			$0.00	1	$12,815.40	100.00%	$0.00	$0.00
2	Indemnification	Al	$5,126.16	1	$5,126.16	1	$5,126.16			$0.00	1	$5,126.16	100.00%	$0.00	$0.00
3	Safety	LS	$6,407.70	1	$6,407.70	1	$6,407.70			$0.00	1	$6,407.70	100.00%	$0.00	$0.00
4	c. 2180 SE 24th BLVD														
5	Sod	SY	$18.00	75	$1,350.00	44	$792.00			$0.00	0	$792.00	58.67%	$0.00	$0.00
6	Pipe	LF	$30.00	59	$1,770.00	55	$1,650.00			$0.00	55	$1,650.00	93.22%	$0.00	$0.00
7	Abandonment	LS	$2,800.00	1	$2,800.00	1	$2,800.00			$0.00	1	$2,800.00	100.00%	$0.00	$0.00
8	d. 2030 SE 24th BLVD														
9	Sod	SY	$18.00	107	$1,926.00	133	$2,394.00			$0.00	133	$2,394.00	124.30%	$0.00	$0.00
10	Pipe	LF	$30.00	114	$3,420.00	140	$4,200.00			$0.00	140	$4,200.00	122.81%	$0.00	$0.00
11	Abandonment	LS	$2,800.00	1	$2,800.00	1	$2,800.00			$0.00	1	$2,800.00	100.00%	$0.00	$0.00
12	e. 1980 SE 24th Blvd														
13	Sod	SY	$18.00	100	$1,800.00	112	$2,016.00			$0.00	112	$2,016.00	112.00%	$0.00	$0.00
14	Pipe	LF	$30.00	68	$2,040.00	72	$2,160.00			$0.00	72	$2,160.00	105.88%	$0.00	$0.00
15	Abandonment	LS	$2,800.00	1	$2,800.00	1	$2,800.00			$0.00	1	$2,800.00	100.00%	$0.00	$0.00
16	f. 2030 SE 25th Drive														
17	Sod	SY	$18.00	108	$1,944.00	67	$1,206.00			$0.00	0	$1,206.00	62.04%	$0.00	$0.00
18	Pipe	LF	$30.00	57	$1,710.00	66	$1,980.00			$0.00	66	$1,980.00	115.79%	$0.00	$0.00
19	Abandonment	LS	$2,800.00	1	$2,800.00	1	$2,800.00			$0.00	1	$2,800.00	100.00%	$0.00	$0.00
20	h.2580 SE 25th Drive														
21	Sod	SY	$18.00	61	$1,098.00	95	$1,710.00			$0.00	0	$1,710.00	155.74%	$0.00	$0.00
22	Pipe	LF	$30.00	37	$1,110.00	48	$1,440.00			$0.00	48	$1,440.00	129.73%	$0.00	$0.00
23	Abandonment	LS	$2,800.00	1	$2,800.00	1	$2,800.00			$0.00	1	$2,800.00	100.00%	$0.00	$0.00
24	i. 2101 SE 33rd Street														
25	Sod	SY	$18.00	64	$1,152.00	64	$1,152.00			$0.00	0	$1,152.00	100.00%	$0.00	$0.00
26	Pipe	LF	$30.00	37	$1,110.00	35	$1,050.00			$0.00	0	$1,050.00	94.59%	$0.00	$0.00
27	Abandonment	LS	$2,800.00	1	$2,800.00	1	$2,800.00			$0.00	0	$2,800.00	100.00%	$0.00	$0.00
28	j. 2211 SE 33rd Street														
29	Sod	SY	$18.00	63	$1,134.00	41	$738.00			$0.00	0	$738.00	65.08%	$0.00	$0.00
30	Pipe	LF	$30.00	38	$1,140.00	39	$1,170.00			$0.00	0	$1,170.00	102.63%	$0.00	$0.00
31	Abandonment	LS	$2,800.00	1	$2,800.00	1	$2,800.00			$0.00	0	$2,800.00	100.00%	$0.00	$0.00
32	k. 2322 SE 33rd Street														
33	Sod	SY	$18.00	106	$1,908.00	143	$2,574.00			$0.00	0	$2,574.00	134.91%	$0.00	$0.00
34	Pipe	LF	$30.00	114	$3,420.00	104	$3,120.00			$0.00	0	$3,120.00	91.23%	$0.00	$0.00
35	Abandonment	LS	$2,800.00	1	$2,800.00	1	$2,800.00			$0.00	0	$2,800.00	100.00%	$0.00	$0.00
36	l.2333 SE 34th Lane														
37	Sod	SY	$18.00	78	$1,404.00	0	$0.00	127	$2,286.00	$0.00	127	$2,286.00	162.82%	$0.00	$0.00
38	Pipe	LF	$30.00	63	$1,890.00	0	$0.00	115	$3,450.00	$0.00	115	$3,450.00	182.54%	$0.00	$0.00
39	Abandonment	LS	$2,800.00	1	$2,800.00	0	$0.00	1	$2,800.00	$0.00	1	$2,800.00	100.00%	$0.00	$0.00
40	m. 2328 SE 38th Trail														
41	Sod	SY	$18.00	106	$1,908.00	134	$2,412.00			$0.00	0	$2,412.00	126.42%	$0.00	$0.00
42	Pipe	LF	$30.00	107	$3,210.00	108	$3,240.00			$0.00	108	$3,240.00	100.93%	$0.00	$0.00
43	Abandonment	LS	$2,800.00	1	$2,800.00	1	$2,800.00			$0.00	1	$2,800.00	100.00%	$0.00	$0.00
44	n.2025 SE 35th Lane														
45	Sod	SY	$18.00	114	$2,052.00	0	$0.00	182	$3,276.00	$0.00	182	$3,276.00	159.65%	$0.00	$0.00
45	Pipe	LF	$30.00	119	$3,570.00	0	$0.00	140	$4,200.00	$0.00	140	$4,200.00	117.65%	$0.00	$0.00
47	Abandonment	LS	$2,800.00	1	$2,800.00	0	$0.00	1	$2,800.00	$0.00	1	$2,800.00	100.00%	$0.00	$0.00
48	p. 3502 SE 23rd Avenue														
49	Sod	SY	$18.00	128	$2,304.00	176	$3,168.00			$0.00	0	$3,168.00	137.50%	$0.00	$0.00
50	Pipe	LF	$30.00	145	$4,350.00	153	$4,590.00			$0.00	0	$4,590.00	105.52%	$0.00	$0.00
51	Abandonment	LS	$2,800.00	1	$2,800.00	1	$2,800.00			$0.00	0	$2,800.00	100.00%	$0.00	$0.00
52	a.2091 SE 24th Blvd														
53	Concrete Driveway	SY	$525.00	7	$3,675.00	0	$0.00	7	$3,675.00	$0.00	7	$3,675.00	100.00%	$0.00	$0.00
54	Sod	SY	$18.00	106	$1,908.00	0	$0.00	148	$2,664.00	$0.00	148	$2,664.00	139.62%	$0.00	$0.00
55	Pipe	LF	$30.00	125	$3,750.00	0	$0.00	110	$3,300.00	$0.00	110	$3,300.00	88.00%	$0.00	$0.00
56	Abandonment	LS	$2,800.00	1	$2,800.00	0	$0.00	1	$2,800.00	$0.00	1	$2,800.00	100.00%	$0.00	$0.00
57	b.2551 SE 24th Blvd														
58	Concrete Driveway	SY	$525.00	9	$4,725.00	0	$0.00	9	$4,725.00	$0.00	9	$4,725.00	100.00%	$0.00	$0.00
59	Sod	SY	$18.00	139	$2,502.00	0	$0.00	194	$3,492.00	$0.00	194	$3,492.00	139.57%	$0.00	$0.00
60	Pipe	LF	$30.00	169	$5,070.00	0	$0.00	168	$5,040.00	$0.00	168	$5,040.00	99.41%	$0.00	$0.00
61	Abandonment	LS	$2,800.00	1	$2,800.00	0	$0.00	1	$2,800.00	$0.00	1	$2,800.00	100.00%	$0.00	$0.00

62	g 2350 SE 25th Drive														
63	Concrete Driveway	SY	$525.00	22	$11,550.00	0	$0.00	9	$4,725.00	$0.00	9	$4,725.00	40.91%	$0.00	$0.00
64	Sod	SY	$18.00	73	$1,314.00	0	$0.00	129	$2,322.00	$0.00	129	$2,322.00	176.71%	$0.00	$0.00
65	Pipe	LF	$30.00	98	$2,940.00	0	$0.00	100	$3,000.00	$0.00	100	$3,000.00	102.04%	$0.00	$0.00
66	Abandonment	LS	$2,800.00	1	$2,800.00	0	$0.00	1	$2,800.00	$0.00	1	$2,800.00	100.00%	$0.00	$0.00
	Sub Total				$152,503.26		$95,111.26		$60,155.00			$155,266.26			
	Contingency:														
1	2333 SE 34th Lane		$25,000.00	1	$25,000.00			1	$3,900.00		1	$3,900.00			
	Total Contigency:				**$25,000.00**		**$0.00**		**$3,900.00**	**$0.00**		**$3,900.00**	100.00%	$21,100.00	**$0.00**

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 25

JANUARY 21, 2025

DISCUSSION AGENDA

NE GLADES WASTEWATER MASTER PLAN

The master plan RFQ was issued on November 20, 2024, and responses were due by 3:00PM on January 9, 2024. The OUA direct noticed twelve engineering firms with an unknown number of firms that viewed public media outlets. The Master Plan will be used as the basis for future design & permitting of wastewater capital improvement projects in the study area. This plan will be used as the basis for future State/FDEP funding requests.

By the deadline of January 9th, the OUA had received four responses from the following firms: (no particular order)

Craig A. Smith & Associates
CHA Solutions, Inc.
Holtz Consulting Engineers
SLD Newlines

The following week, OUA staff (Jamie Mullis, Greg Kennedy & John Hayford) met to discuss their individual findings and to turn in their grading sheets. A tabulation of the results follows:

SCORING

	JM	GK	JH	
CAS	3.5	**3.64**	2.86	10.00
CHA	**3.71**	3.5	3.5	10.71
Holtz	3.14	3.57	**3.86**	10.57
SLD	2.5	2.43	2.07	7.00

RANKING

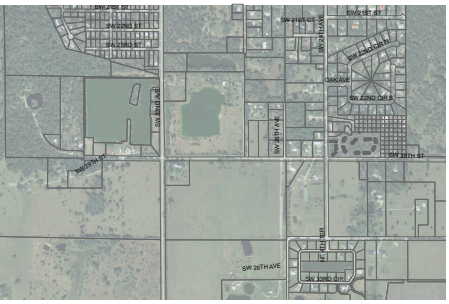
	JM	GK	JH
Craig A. Smith & Associates	2	1	3
CHA Solutions, Inc.	1	3	2
Holtz Consulting Engineers	3	2	1
SLD Newlines	4	4	4

As noted, the committee could not agree on a number one ranked firm, each member had a different opinion for each 1, 2 & 3 ranking. However, if based upon score only, CHA Solutions, Inc. had the highest cumulative score.

The OUA Board has several options:

- Ask for presentations to the OUA Board;
- Review the company submittals and develop a final ranking.

If final ranking is developed, OUA staff will negotiate a scope of work and fee schedule to bring back to the OUA Board in February for consideration.



OKEECHOBEE UTILITY AUTHORITY
SOUTHWEST SECTION SERVICE AREA

OKEECHOBEE UTILITY AUTHORITY

Request for Qualifications/Proposals - NE Glades County Wastewater Master Plan

JANUARY 9, 2025 | 3:00 PM

PROPOSER:
CHA Consulting, Inc.
4700 Riverside Drive, Suite 110
Coral Springs, FL 33067

PRIMARY CONTACT:
Douglas Hammann, PE
T: (954) 510-4700 | E: DHammann@chasolutions.com

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A. LETTER OF TRANSMITTAL

A. LETTER OF TRANSMITTAL

JANUARY 9, 2025

Okeechobee Utility Authority
John Hayford, PE, Executive Director
100 SW 5th Avenue
Okeechobee, FL 34974-4221

RE: Request for Qualifications/Proposals - NE Glades County Wastewater Master Plan

Dear Mr. Hayford, Members of OUA Staff/Committee, and OUA Board:

Enclosed is CHA Consulting, Inc.'s (CHA's) response to the above-referenced Request for Qualifications/Proposals (RFP). In accordance with the published requirements, our response is inclusive of the following:

- Ten (10) copies of the CHA response, dated January 9, 2025.

CHA, (formerly Eckler Engineering, Inc.) has assembled a project team that is prepared to offer the Okeechobee Utility Authority (OUA) the comprehensive engineering services required for the successful completion of the NE Glades County Wastewater Master Plan project. The attached response to the RFP demonstrates our understanding of the project needs, outlines our approach to meeting those needs, introduces our project team, describes our experience, provides similar project references, and other information requested in the RFP.

CHA proposes to develop a comprehensive Wastewater Master Plan to evaluate and identify a suitable site for a new wastewater treatment facility. CHA possesses the expertise to assess municipal wastewater treatment and disposal systems applicable and tailored to this specific site. This plan will provide sustainable and efficient solutions for the community's wastewater management needs. This plan will include a detailed assessment of the current infrastructure, future development, and compliance with regulatory standards. To determine the best method of area-wide service for collection, treatment, and disposal, CHA will conduct a comparative analysis of available technologies, service models, and infrastructure configurations. Our approach will involve stakeholder engagement, hydraulic and environmental modeling, and a cost-benefit analysis to identify the most efficient, sustainable, and cost-effective solutions. This strategic framework will empower you to make informed decisions, ensuring reliable service delivery, regulatory compliance, and environmental stewardship.

The CHA project team is ready and committed to working collaboratively with OUA to develop the NE Glades County Wastewater Master Plan. Below is a concise description of our approach to the project. Details are presented in subsequent sections of this proposal. The CHA team will:

- Take a comprehensive, collaborative, and environmental sustainability-focused approach to preparing a Wastewater Master Plan. We will begin with stakeholder engagement and data collection to evaluate existing systems and identify current and future needs, including capacity, environmental, and regulatory challenges. The team will develop and analyze alternatives for collection, treatment, and disposal using advanced modeling tools to ensure technical feasibility, cost-effectiveness, and environmental compliance. A detailed cost-benefit analysis and funding strategy will guide the selection of optimal solutions. The final Wastewater Master Plan will provide a strategic roadmap with phased implementation strategies to ensure reliable, efficient, and sustainable wastewater management.
- Prioritize collaboration with OUA as a cornerstone of this project, making sure that all goals and requirements are met efficiently and effectively. The team will maintain open communication with OUA throughout the process, providing regular updates and addressing feedback promptly.

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CHASOLUTIONS.COM

- Develop the Wastewater Master Plan with a focus on the area's designation as a Basin Management Action Plan (BMAP) area, verifying that all recommendations support water quality and nutrient reduction goals. The plan will be formatted to align with BMAP requirements and will also be structured to facilitate eligibility for State Revolving Fund (SRF) funding applications. This will include detailed project descriptions, cost estimates, and implementation schedules. By addressing regulatory compliance and funding readiness, the plan will provide a clear path for sustainable wastewater management while maximizing available financial resources.

- Coordinate with all applicable regulatory agencies to make sure that permitting requirements are fully integrated into the Wastewater Master Plan, streamlining the approval process for implementing the recommendations. The master plan will include a comprehensive outline of all necessary permits, ensuring compliance with local, state, and federal regulations and proactively addressing potential permitting challenges to facilitate successful project implementation.

- Build upon our successful teaming strategy to provide a robust quality assurance/quality control (QA/QC) program to allow for a successful project. Our team is experienced at successful collaboration on utility projects for OUA, as well as other clients through the Central and South Florida region. We will bring this shared experience to the table in providing constructable designs and accurate cost estimates.

LOCATION AND PROJECT TEAM PERSONNEL

The CHA project team includes the following members. A general description of their roles and an estimate of the percentage of work anticipated to be performed by each firm is provided. Actual percentages of work will result from detailed project scoping with OUA.

CHA Consulting, Inc., as prime consultant, will provide overall project management, serve as Engineer of Record and Primary point of contact between our team and OUA, and provide expertise in the field of wastewater engineering and preparing a Wastewater Master Plan. CHA's estimated percentage of work is anticipated at 45%. This work effort will be from our Coral Springs, FL and Winter Springs, FL office locations.

Jones Edmunds will provide expert engineering services and work alongside CHA to develop this Wastewater Master Plan. Jones Edmunds will contribute GIS expertise for site selection, offer expertise to SRF funding applications, and bring extensive experience in planning septic-to-sewer conversions and treatment and collection facilities within BMAP areas. Jones Edmunds' estimated percentage of work is anticipated at 40%. This work effort will be led from their Sarasota, FL office location.

Sumner Engineering & Consulting will provide support to the team, lead community outreach efforts, and bring valuable regional knowledge and engineering experience of the project service area. Sumner's estimated percentage of work is anticipated at 15%. This work effort will be led from their Okeechobee, FL office location.

Connect Consulting, Inc. (CCI), will be the hydrogeologic subconsultant for this project. CCI will provide assistance with groundwater issues should they arise. Typical tasks related to wastewater master planning may include evaluation and permitting and sizing of waterwater disposal options, such as rapid infiltration basins (RIBs) and deep injection wells. Construction-related activities that may involve groundwater include dewatering, groundwater monitoring, and groundwater flow evaluation. CCI will only be involved in the project on an as-needed basis.

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PROJECT REFERENCES

The CHA project team has provided complete engineering services in preparing Wastewater Master Plans. This type of work has been completed for many different clients throughout the State of Florida. In accordance with Part III, Instructions for Preparing Submissions of the RFP, NE Glades County Wastewater Master Plan project, 5 representative projects of similar type completed over the last 10 years have been included in **Tab C - Project References.**

PROPOSED SCHEDULE OF WORK, INVESTIGATIONS, MILESTONES, AND RESULTS

Tab D - Proposed Schedule of Work, Investigation, Milestones, and Results of our attached response provides additional information describing the work required to successfully meet the project scope and goals, as outlined by OUA.

The CHA project team's project approach covers the development of the Wastewater Master Plan with a focus on the area's designation as a Basin Management Action Plan (BMAP) area, verifying that all recommendations support water quality and nutrient reduction goals.

OTHER INFORMATION

Tab E - Other Information provides additional information to assist OUA with the evaluation process. This section contains the following information:

1. Project approach and knowledge of project scope
2. Key staff workload projections
3. A project organizational chart showing the CHA project team staffing plan
4. Resumes of all key project team staff
5. Current licenses for CHA and our subconsultants
6. A current certificate of liability insurance

Our proposal was prepared without collusion with any other person or entity submitting a proposal.

We look forward to the opportunity of further highlighting the needs of OUA and our abilities and experience in providing professional engineering services for the NE Glades County Wastewater Master Plan project. If you have any questions or require additional information pertaining to this RFP submission, please do not hesitate to contact me.

Sincerely,

CHA Consulting, Inc.

Michael A. Platt, Esq.
General Counsel and Executive Vice President

Douglas Hammann, PE
Project Manager

4700 Riverside Drive, Suite 110 | Coral Springs, FL 33067 | T: (954) 510-4700 | F: (954) 755-2741
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B. LOCATION AND PERSONNEL

B. LOCATION AND PERSONNEL

FIRM OVERVIEW

CHA Consulting, Inc. (CHA) is an innovative, full-service engineering consulting and construction management firm ***delivering sustainable, integrated solutions to the world's most challenging infrastructure projects.*** With decades of experience, we bring inspired talent, forward-leaning technology, and essential partnerships to meet our clients' evolving needs. We are your trusted advisors and partners committed to ***responsibly improving the world we live in.***

CHA serves as your single point of contact from start to finish, utilizing technology advancements and adapting teams, schedules, budgets, and services to each unique challenge. Our client focus is driven by trust and collaboration. We study, design, manage, and build ***projects that enhance our communities and our world.***

At CHA, we are committed to the values of ***inclusion, diversity and equality, and the full participation of all people.*** These are core company values at the heart of who we are as an organization. CHA has and will continue to embrace and celebrate the diversity of voices our employees, clients, partners, and communities represent.

CHA's commitment to sustainability comes through in our work, the communities we build, and as we work to create a better, more sustainable workplace. Our diversification across markets, geographies, and services has driven CHA's success.

CHA's robust health and safety program empowers our people to take ownership of safety through education and access to the best safety tools. Our ***"people first" approach*** instills a culture of health and safety that minimizes the risk of workplace incidents, injuries and exposure to hazards for our employees, partners and the public. Proactive engagement to health and safety permeates throughout all levels of our organization.

At CHA, engineering and client engagement go hand-in-hand. Providing both yields ***amazing value... and amazing results.***

CHA at a Glance

2,000+ Employees firm-wide

72 Years in business

40+ Office locations

ENR TOP FIRM

65 TOP 500 DESIGN FIRMS

50 TOP 100 PURE DESIGNERS

LOCATION OF OFFICE RESPONSIBLE FOR ACTUAL PRODUCTION OF THE WORK:

CHA Consulting, Inc.
4700 Riverside Drive, Suite 110
Coral Springs, FL 33067

KEY PERSONNEL IN RESPONSIBLE OFFICE:

Doug Hammann, PE
Stephanie Bortz, EI

SUBCONSULTANTS

Sumner Engineering & Consulting, Inc.

Jeff Sumner is the President of Sumner Engineering & Consulting, Inc., where his practice is centered on engineering and water resource consulting in the private and public sectors. For the majority of his 26-year career, Jeff has focused on projects in and around Okeechobee, including numerous projects that included water/wastewater elements designed, permitted, and constructed to OUA standards. In a brief hiatus from his consulting career, he served in a few key leadership roles with the SFWMD between 2013 and 2016. This work included overseeing the Northern Everglades team within the Office of Everglades Policy and Coordination, focusing on state-agency coordination of water quality issues affecting the Lake Okeechobee region. Jeff resides in his hometown of Okeechobee and is a seventh-generation Floridian.

Connect Consulting, Inc. (CCI). CCI was founded in 1996 and its principal hydrogeologists have nearly 40 years of experience in the geology and water resources throughout Florida. CCI's primary focus has been to provide consulting and design build well construction services to city and county government water utilities that provide municipal water and wastewater services to the public. CCI's services include water supply and wastewater disposal permitting through the Water Management Districts, the Department of Environmental Protection, and County level Health Departments. CCI's services also include well design, bidding, turnkey construction, aquifer testing, rapid infiltration basin design and permitting, injection well design permitting, mechanical integrity testing and compliance. CCI has extensive experience with computer modeling of groundwater flow and contamination fate and transport. CCI's principals have participated in numerous water use permit projects throughout the state as well as groundwater contamination investigations and remediation.

CCI has worked on many specialty projects including brackish and sea water reverse osmosis water supply and concentrate disposal wells, aquifer storage and recovery design and construction, complex consumptive water use projects, detailed, calibrated ground water models, and projects with unique geologic/hydrogeologic site conditions.

CCI's hydrogeology services typically include Biscayne & Floridan Aquifer Wellfield Investigations; Water Supply Planning & Investigation; Rapid Infiltration Basin Design and Permitting; Wastewater Injection Well Design, Permitting & MIT; Well Rehabilitation and Maintenance; Water Use Permitting; Permit Compliance Monitoring; Ground Water Flow & Transport Modeling; Well Siting, Design and Construction; Geophysical Logging and Video Surveys; Wellfield Condition Assessment; Alternative Water Supply Development; Aquifer Storage and Recovery; Monitoring Data Evaluations; and Hydrogeologic Studies.

Jones Edmunds was founded in 1974 by Dr. Richard Jones and Robert Edmunds to offer water and wastewater engineering services to local governments. Since then, the firm has continually provided unrivaled engineering consulting services to public utilities throughout Florida to address their wastewater, water, environmental, and reclaimed water needs.

Jones Edmunds has designed, obtained permits for, and administered the construction of sanitary sewer systems throughout Florida. The firm's experience includes performing hydraulic modeling and designing, relocating, upgrading, and rehabilitating collection, pumping, and transmission systems. They have extensive experience with utility relocations and upgrades on a variety of projects for municipalities, counties, and the FDOT. Jones Edmunds is also well-versed in various pipe materials and types. They have recently completed several projects using horizontal directional drill (HDD) methodology. Jones Edmunds also has extensive experience working on grant-funded projects and helping with grant-funding-reporting requirements. Because this work is routine for them, they have several staff trained specifically for this task. Jones Edmunds' public outreach activities underpin the entire project but can be especially useful and visible during construction when residents are most inconvenienced by project activities.

Furthermore, Jones Edmunds has completed many projects like OUA's proposed project. Their staff share work and resources across offices daily as if they are sitting right next to each other. Company structure, technology, and a collaborative spirit have given the firm the ability to involve the right staff on projects from any location. Jones Edmunds staff use web meetings, videoconferencing, and telecommunications to work together each and every day. All Jones Edmunds offices are linked electronically, thereby facilitating seamless report, design, and drafting preparation. Furthermore, the Jones Edmunds personnel assigned to this project will continue to be in regular contact with CHA's project manager, Doug Hammann, as he manages the project.

KEY PERSONNEL EXPERIENCE MATRIX

TEAM MEMBER & LOCATION	ROLE	COLLECTION SYSTEM	TRANSMISSION SYSTEM	WASTEWATER TREATMENT DISPOSAL SYSTEM	FEDERAL FUNDING	REGULATORY REVIEW & COMPLIANCE	PUBLIC OUTREACH	HYDROGEOLOGY
Doug Hammann, PE[1] **(CS)**	Project Manager	X	X	X		X		
Stephanie Bortz, EI[1] **(D)**	Assistant Project Manager/Vacuum Collection System	X	X					
Ahmet Tahaoglu, EI[1] **(CS)**	Vacuum Collection System/Hydraulic Modeling		X	X				
Edward Talton, PE[1] **(WS)**	Hydraulic Modeling	X	X	X	X	X		
Chad Meisel, PE[1] **(WS)**	Hydraulic Modeling	X	X	X		X		
Joseph Graham, JD, PE[1] **(TPA)**	Regulatory Review	X	X	X	X	X		
Mark Burgess, PE, BCEE[1] **(WS)**	Regulatory Review	X	X	X	X	X	X	X
James Hagerty, PE[1] **(WS)**	Wastewater Treatment			X	X			
J. Richard Voorhees, PE, BCEE[1] **(WS)**	Wastewater Treatment	X	X	X				
Emily Staubus Williamson, PE[1] **(TPA)**	GIS Data Analyst/Vacuum Collection System	X	X		X	X		
Weston Haggen, PE, DBIA, ENV SP, PMP[1] **(TPA)**	Vacuum Collection System	X	X	X	X	X		
Jeff Sumner, PE[2] **(OKB)**	Vacuum Collection System/Public Engagement	X					X	
John Horvath, PE[3] **(ALA)**	Low-Pressure Design Lead	X						
John Hannah, PE[3] **(TPA)**	QA/QC			X				
Bill Lynch, PE[3] **(SAR)**	Vacuum Collection System/Funding/Public Engagement	X			X		X	
BJ Bukata, MS, PWS, AA[3] **(ALA)**	Project Scientist					X		
Brian Rosenfeld, GISP[3] **(TPA)**	GIS Data Analyst			X				
David Robertson, PG[4] **(LH)**	Wastewater Disposal Planning and Permitting							X
James Andersen, PG[4] **(J)**	Injection Well Permitting, Design, and Construction							X

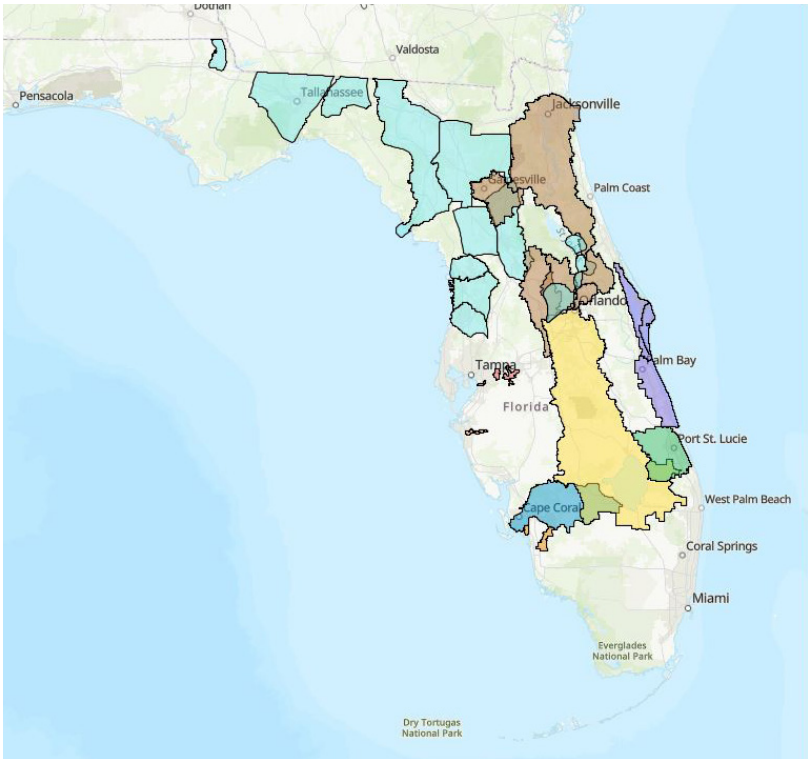
TEAM MEMBERS:
CHA Consulting, Inc.[1] | Sumner Engineering and Consulting, Inc.[2]
Jones Edmunds & Associates, Inc.[3] | Connect Consulting, Inc.[4]

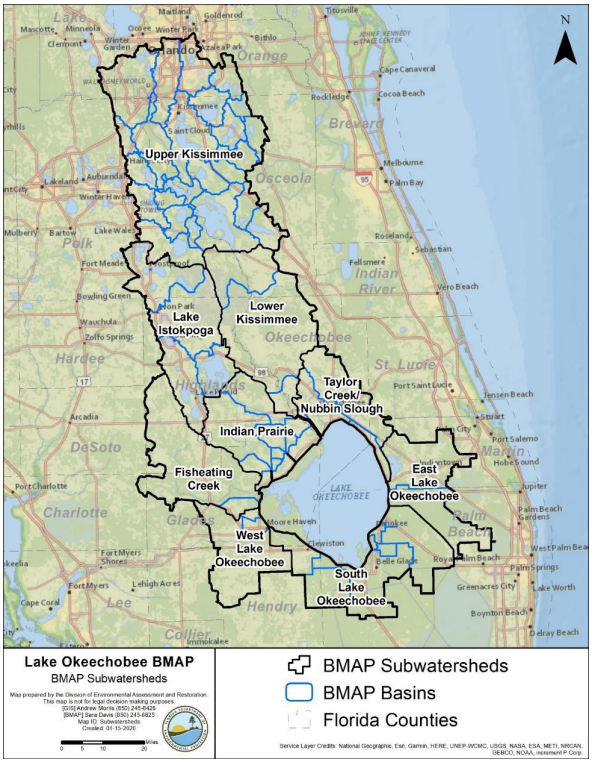
OFFICE LOCATION KEY:
ALA = Alachua, FL | CS = Coral Springs, FL | D = Doral, FL | LH = Lake Helen, FL | J = Jupiter, FL |
OKB = Okeechobee, FL | SAR = Sarasota, FL | TPA = Tampa, FL | WS = Winter Springs, FL

THE RIGHT TEAM FOR THIS PROJECT

Led from CHA's Coral Springs office, with assistance from team members with offices in Okeechobee, our team is accustomed to working collaboratively for the benefit of the OUA. **The CHA project team has existing modeling information for the NE Glades County service area, to include Buckhead Ridge and the Lake Front Development, extensive knowledge on BMAP requirements to incorporate into the Wastewater Master Plan, and has assisted the OUA in being awarded millions of dollars in SRF funding.**

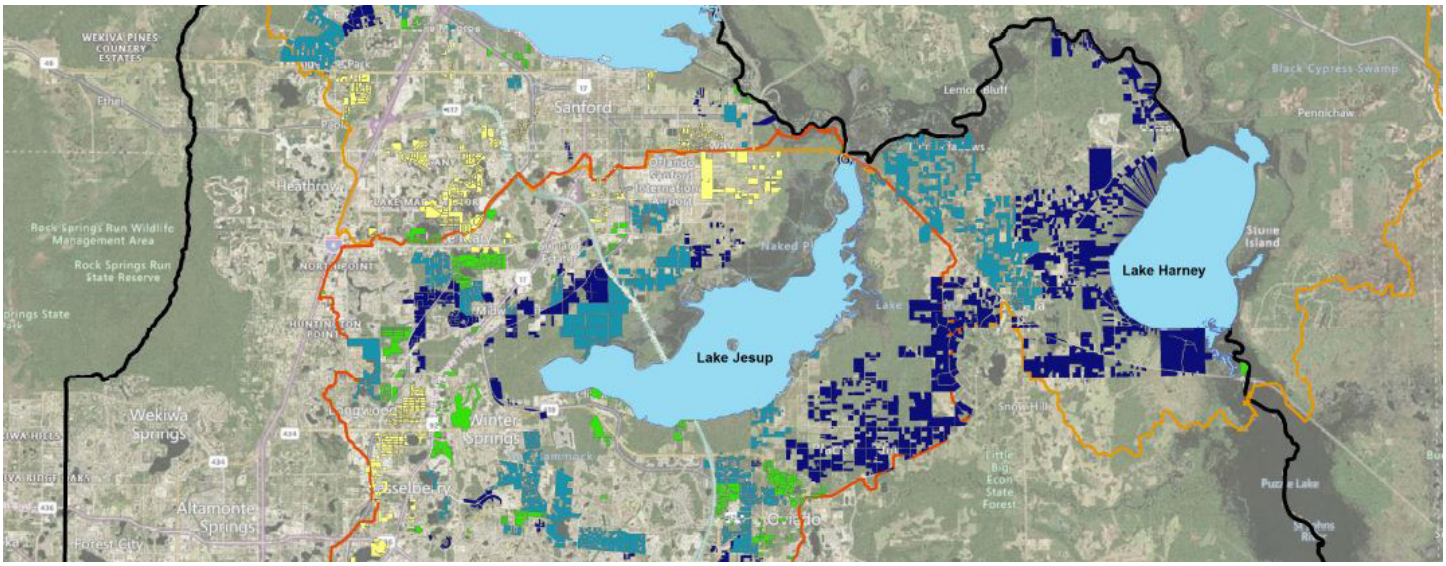
We believe that the strengths of each firm complement each other in a way that creates a dynamic team capable of delivering on client expectations. We look forward to bringing that team dynamic and local knowledge to this OUA NE Glades County Wastewater Master Plan project.





C. PROJECT REFERENCES

C. PROJECT REFERENCES



WEKIVA SEPTIC-TO-SEWER CONVERSION

Seminole County, FL

FDEP requires the development of remediation plans to identify "cost-effective and financially feasible projects" to reduce nutrient impacts associated with on-site sewage treatment and disposal systems (OSTDS). To accelerate the development of the information essential to implementing an effective plan, FDEP will make grants available to all nine counties to perform wastewater treatment feasibility analyses. The document prepared under this grant will also position local government wastewater projects for potential financial assistance from FDEP's SRF and other funding sources, such as total maximum daily load (TMDL) and springs cost-shares/grants, which gives high priority to BMAP projects.

CHA developed a remediation plan in the first phase that included an inventory with approximately 4,000 OSTDS in the Wekiva BMAP. The second phase included an inventory with approximately 17,000 OSTDS in the Lake Jesup and Middle St. Johns River BMAPs. Both areas assessed existing wastewater capacity and infrastructure (including potential infrastructure upgrade and expansion options) and evaluated cost-effective project solutions, financing alternatives, and potential rate and homeowner impacts. The approximate 21,000 OSTDS were grouped into project areas through careful analysis and subsequently prioritized based on a variety of factors, including proximity to springs, proximity to surface water, population density, proximity to existing infrastructure, and more. The prioritization of these project areas allows for scheduling and planning next steps for future conversions. This entire project is funded by a grant through FDEP.

Funding pursuits included a Division of Water Restoration Assistance Wastewater Grant, Innovative Technologies Grant, State Water-Quality Assistance Grant, Resilient Florida Grant, and Clean Water State Revolving Fund (SRF). **CHA successfully obtained $10 million in funding from an FDEP Wastewater Grant for the conversion of four project areas in the Wekiva PFA Area.**

Project Location
Seminole County, FL

Dates
2019 - 2021

Cost
CHA Fee:
$153,802 (for Wekiva)
$379,033 (for Lake Jesup & Middle St. Johns River)

Construction:
N/A

Reference
Seminole County
Kim Ornberg, PE
Director of Environmental Services Department
1101 E First Street
Sanford, FL 32771
(407) 665-2417
kornberg@seminolecountyfl.gov

Responsible Office
Winter Springs, FL (CHA)
Tampa, FL (CHA)

Key Team Members
Weston Haggen, Emily Staubus Williamson, Chad Meisel, Rich Voorhees

Change Orders/Directives
0

GEMINI SPRINGS MASTER PLAN AND PHASE I DESIGN ENGINEERING SERVICES

Volusia County, FL

CHA, as a subconsultant to Jones Edmunds, has been selected to develop a comprehensive master plan for three septic tank retrofit project areas within the Gemini Springs priority focus area (PFA) in Debary, Florida. The master plan will address the phase-out of approximately 2,300 septic systems and evaluate the retrofit area using existing site conditions and infrastructure locations to develop a phased plan for both the design and construction of the sewer system. The approach will incorporate innovative and holistic solutions, addressing potable water, fire flow protection, and stormwater management. Additionally, the project will include the development of a funding plan and public outreach strategy to engage stakeholders throughout the design and construction phases. A cost analysis will also be conducted to support a phased implementation of the septic-to-sewer conversion. The deliverable will include a comprehensive master plan technical memorandum summarizing the findings and recommendations.

Project Location
DeBary, FL

Dates
2024 - Ongoing

Cost
CHA Fee:
TBD

Construction:
N/A

Reference
Volusia County
Michael Ulrich, Utilities Director
123 W. Indiana Avenue
DeLand, FL 32720
(386) 943-7027
mulrich@volusia.org

Responsible Office
Winter Springs, FL (CHA)
Coral Springs, FL (CHA)
Sarasota, FL (Jones Edmunds)

Key Team Members
Doug Hammann, Weston Haggen, Emily Staubus Williamson, Ed Talton, Chad Meisel, Mark Burgess, Joe Graham, John Horvath, John Hannah, Bill Lynch, BJ Bukata, Brian Rosenfeld

Change Orders/Directives
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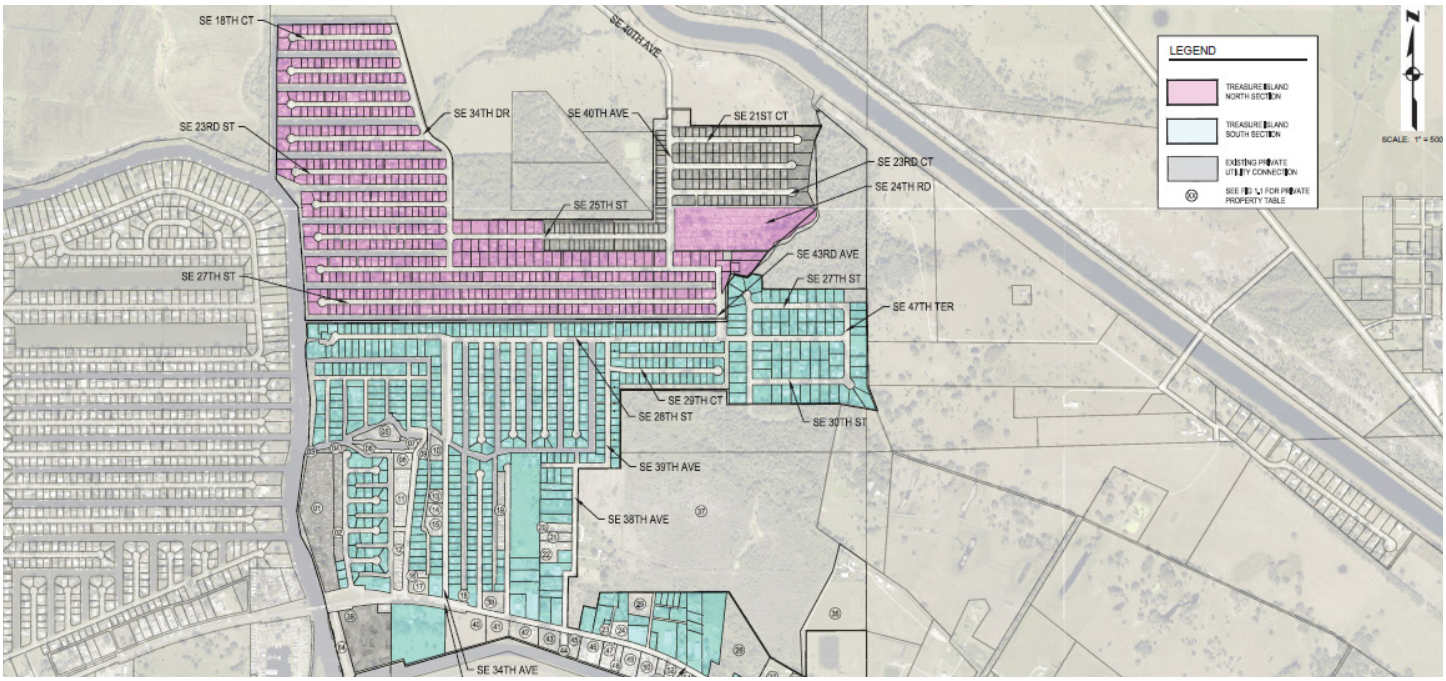


TREASURE ISLAND SEPTIC-TO-SEWER PROJECT

Okeechobee Utility Authority (OUA), Okeechobee, FL

Kimley-Horn and Associates, Inc. (prime) and CHA (subconsultant) were awarded the Treasure Island Septic-to-Sewer Project. The project consisted of completing a comprehensive approach for OUA to address water quality challenges and enhance wastewater management in the Treasure Island area. This project focused on mitigating the impact of nitrogen and phosphorus loadings from septic tank systems, which were identified as a significant contributor to water quality degradation in Lake Okeechobee. The scope of work included evaluating various wastewater collection system alternatives and determining that a vacuum collection system was the most economically viable and environmentally sound solution. CHA was engaged to prepare the preliminary design report (PDR) for this project, focusing on overall planning to identify the most cost-effective and efficient collection system. The scope included conducting detailed modeling efforts and analyses, which were integral to producing a comprehensive and actionable report. This plan will allow OUA to transition from septic tanks to a centralized sewer system, significantly reducing the risk of nutrient leaching into groundwater and surface water sources.

The project also proposed the construction of a centralized sewer system with a connection to the OUA Cemetery Road Wastewater Treatment Plant (CRWWTP). This solution eliminated the need for future on-site septic tank and package plant installations, providing for long-term environmental compliance and operational efficiency. The team's approach was to provide a detailed assessment of site conditions, regulatory requirements, and infrastructure needs, aligning the project with the OUA's goals to protect Lake Okeechobee's water quality while meeting the area's current and future wastewater demands.

Project Location
Okeechobee, FL

Dates
4/2023 - Ongoing

Cost
CHA Fee:
$75,940

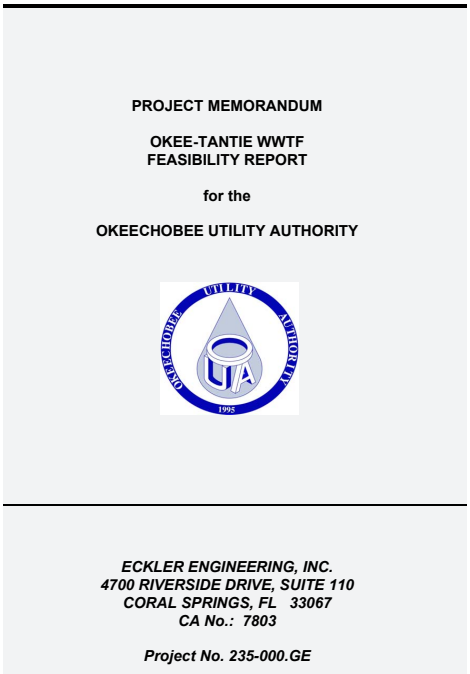
Construction:
N/A

Reference
OUA
John Hayford, PE
Executive Director
100 SW 5th Avenue
Okeechobee, FL 34974-4221
(863) 763-9460
jhayford@ouafl.com

Responsible Office
West Palm Beach, FL (Kimley)
Coral Springs, FL (CHA)

Key Team Members
Douglas Hammann,
Stephanie Bortz, Ahmet Tahaoglu

Change Orders/Directives
0


PROJECT MEMORANDUM

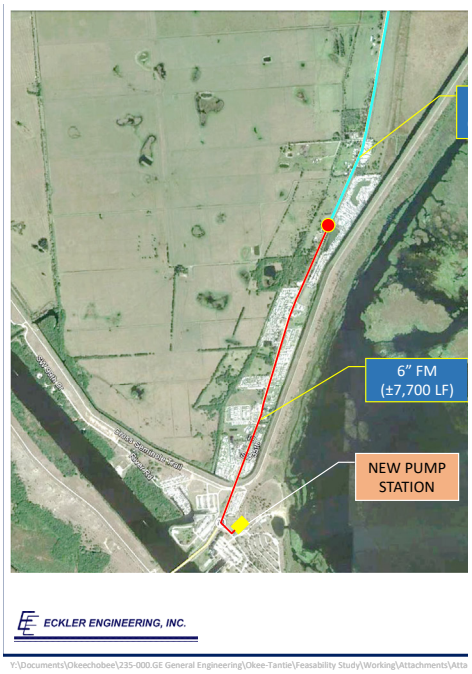
OKEE-TANTIE WWTF
FEASIBILITY REPORT

for the

OKEECHOBEE UTILITY AUTHORITY

ECKLER ENGINEERING, INC.
4700 RIVERSIDE DRIVE, SUITE 110
CORAL SPRINGS, FL 33067
CA No.: 7803

Project No. 235-000.GE



OKEE-TANTIE WASTEWATER TREATMENT FACILITY FEASIBILITY STUDY

Okeechobee Utility Authority (OUA), Okeechobee, FL

The Okeechobee Utility Authority (OUA) authorized CHA to prepare a WWTF Feasibility Study in response to potential commercial development of the existing Okee-Tantie recreational area. The existing wastewater collection and treatment facility were undersized to support the wastewater needs of the proposed development.

CHA evaluated the potential wastewater flows to be generated from the development and determined local, county, state, and federal rule requirements to treat and dispose of wastewater effluent and biosolids. Based on the initial flow and rule requirement determination/evaluation, various on-site treatment and disposal systems were evaluated, including: Extended Aeration Package Plant; Integrated Fixed Film and Activated Sludge Package Plant; Sequencing Batch Reactor (SBR) Package Plant; and a Membrane Bioreactor (MBR) Package Plant. The site location adjacent to Lake Okeechobee, a Class I water body, required different setback requirements based on the effluent quality criteria.

The study also evaluated and made recommendations for the reconstruction and expansion of the two existing effluent percolation ponds.

Project Location
Okeechobee, FL

Dates
8/2015 - 11/2016

Cost
CHA Fee:
$2,865

Construction:
N/A

Reference
OUA
John Hayford, PE
Executive Director
100 SW 5th Avenue
Okeechobee, FL 34974-4221
(863) 763-9460
jhayford@ouafl.com

Responsible Office
Coral Springs, FL (CHA)

Key Team Members
Doug Hammann

Change Orders/Directives
0

SOUTHWEST SECTION WASTEWATER SERVICE AREA PROJECTS 1 AND 2

Okeechobee Utility Authority (OUA), Okeechobee, FL

Sumner Engineering & Consulting, Inc. (Sumner Engineering) is leading the consultant team, which includes Jones Edmunds & Associates (Jones Edmunds), CHA Consulting, Inc. (CHA), and BSM & Associates Surveying (BSM), in the Southwest Section Wastewater Service Area Project (SWSA).

Sumner Engineering and Jones Edmunds have completed a PDR, including an alternatives analysis, and have assisted OUA with the completion of a funding application for the project through the United States Department of Agriculture – Rural Development (USDA-RD).

The Sumner Engineering/Jones Edmunds team has completed the design/permitting for "Project 1" of the SWSA project, which includes a new master lift station and two force mains (Master Force Main and SE-2 Diversion Force Main). Bidding for this project is anticipated to begin within the next two months, with construction soon thereafter.

The Sumner Engineering/CHA team has completed the design and permitting for "Project 2," which includes the SWSA vacuum collection system, two new vacuum stations, and a new force main from Vacuum Station 2 to the Project 1 Master Lift Station. Approximately 7,000 feet of this force main is being sized to accommodate anticipated flows associated with the Okee-Tantie Utility System Improvements project. Project 2 is currently under construction, with a substantial completion date anticipated for April 2025.

Working collaboratively with Okeechobee County, our team has advanced a portion of "Project 2" (the vacuum collection system) for the Oak Lake Estates subdivision. Sumner Engineering and CHA completed the design, permit applications, and bidding for that project and are currently providing construction-phase services.

Project Location
Okeechobee, FL

Dates
4/2019 - Ongoing

Cost
Design Fee:
$1,301,188

Construction:
~$15.1M

Reference
OUA
John Hayford, PE
Executive Director
100 SW 5th Avenue
Okeechobee, FL 34974-4221
(863) 763-9460
jhayford@ouafl.com

Responsible Office
Okeechobee, FL (Sumner)
Coral Springs, FL (CHA)
Sarasota, FL (Jones Edmunds)

Key Team Members
Jeff Sumner, Doug Hammann, Bill Lynch

Change Orders/Directives
0

D. TABLE OF CONTENTS

D. TABLE OF CONTENTS

Our approach to developing the Table of Contents (TOC) for the NE Glades County Wastewater Master Plan reflects a deliberate and structured methodology to ensure all critical components of the project are addressed comprehensively. ***This TOC serves as a preliminary framework for organizing the study to align with the Glades County OSTDS Remediation Plan, Lake Okeechobee Basin Management Action Plan (BMAP) and Total Maximum Daily Load (TMDL) requirements, environmental and cultural considerations, and funding and permitting strategies.***

The TOC is tailored to address the assessment and remediation of on-site treatment and disposal systems (OSTDS) while aligning with the regulatory and environmental imperatives of the region. By focusing on compliance with federal, state, and local requirements, the TOC ensures that cultural and environmental conditions are thoroughly evaluated, supporting a balanced and sustainable approach to wastewater system improvement.

Additionally, the inclusion of critical elements, such as centralized wastewater flow projections, hydraulic modeling, and wastewater treatment facility siting evaluation, demonstrates a forward-looking strategy. ***This structure not only identifies current challenges and future needs but also establishes a foundation for implementing a feasible, fundable, and compliant plan to meet Glades County's long-term wastewater management goals.***

WASTEWATER MASTER PLAN CONCEPTUAL TABLE OF CONTENTS

WASTEWATER MASTER PLAN CONCEPTUAL TABLE OF CONTENTS (CONTINUED)

E. OTHER INFORMATION

E. OTHER INFORMATION

This section of our RFQ response provides additional information to assist OUA with the evaluation process. This section contains the following supplemental information:

1. Project approach and knowledge of project scope
2. Key staff workload projections
3. A project organizational chart showing the CHA project team staffing plan
4. Resumes of all key project team staff
5. Current licenses for CHA and our subconsultants
6. A current certificate of liability insurance

1) PROJECT APPROACH AND KNOWLEDGE OF PROJECT SCOPE

INTRODUCTION

The published RFP calls for Tab E to include a brief description of the work intended, project approach, and knowledge of the project scope.

The contents of Tab E will demonstrate the CHA team's understanding of the project and our conceptual approach for providing engineering services to meet the project requirements.

Information contained in this section is based on our current understanding of the project scope and its related current conditions and requirements. The project team's familiarity and history with the OUA's service area, wastewater system, and overall operations provides the ability to pivot the overall approach adjusting to address any changing project conditions, requirements, or OUA future needs.

PROJECT DESCRIPTION OF WORK

To support OUA's objectives, we understand that the development of the NE Glades County Wastewater Master Plan aims to evaluate and identify a suitable site for a new wastewater treatment facility (WWTF) and to comprehensively assess all components of the wastewater sewer system within the service area.

We have structured our team to be responsive to the work intended and aligned with the scope of services (see Project Team Organizational Chart in Tab E). Our team combines the right blend of planning, engineering, local leadership, and knowledge necessary to assist OUA.

The NE Glades County Wastewater Master Plan will include the existing conditions in Buckhead Ridge, a proposed development in Lakefront Estates, and surrounding northeastern Glades County. With a mix of residential and some commercial properties predominantly served by on-site treatment and disposal systems (OSTDSs), this study will examine the potential to transition to centralized wastewater services. The plan will address water quality objectives for this BMAP-designated area, ensuring compliance with regulatory requirements and supporting efforts to reduce nutrient loadings.

PROJECT APPROACH

The development of the NE Glades County Wastewater Master Plan will address the critical infrastructure needs of Buckhead Ridge, Lakefront Estates, and the surrounding northeastern Glades County areas. The plan will focus on transitioning from the current reliance on OSTDSs to centralized wastewater management while addressing compliance with BMAP and SRF requirements. It will also consider the service area's potential for expansion, accommodating future developments and ensuring long-term flexibility for growth. The result will be a comprehensive, actionable framework for sustainable wastewater infrastructure improvements. Specifically, this approach will address the following key issues:

- The plan will evaluate existing and potential collection systems to determine the most effective solution for the service area. Alternatives, such as vacuum sewer systems, low-pressure sewer systems, and conventional gravity sewer systems will be thoroughly assessed for technical feasibility, cost-effectiveness, and environmental sustainability. The evaluation will also account for potential future developments in the region, making sure that the selected system supports both current needs and anticipated growth.
- A critical component of the plan will involve identifying the most feasible route for a transmission line to collect wastewater from the entire service area efficiently. Hydraulic modeling will be performed to optimize system design and performance, ensuring adequate capacity for projected flows, including those from future expansions. **This proactive approach will help prevent capacity constraints as the region develops.**
- To meet the service area's long-term needs, the plan will include an evaluation of potential sites for a new WWTF. Treatment and disposal system alternatives will be assessed to align with environmental standards and BMAP requirements for nutrient load reductions. The evaluation will also include flexibility for capacity upgrades, ensuring the facility can accommodate increased flows from expanding service areas.
- The plan will explore options to expand the wastewater service area, enabling the capture of flows from neighboring communities and future developments. By considering potential growth corridors and planned developments, the plan will ensure that the wastewater infrastructure supports regional growth while maintaining environmental sustainability and cost-efficiency.
- Given the service area's designation as a BMAP region, the plan will prioritize compliance with water quality improvement objectives. Strategies to reduce nutrient loadings will be integrated into every aspect of the project, aligning with state and local environmental mandates while considering the implications of future development.
- The document will be structured to comply with State Revolving Fund (SRF) application requirements, facilitating access to critical funding for implementation. By addressing SRF criteria, the plan will help secure financial resources to support the design, construction, and operation of wastewater systems, including those for expanded service areas.

- The project will incorporate reviews of comprehensive plans and other relevant planning documents to verify alignment with broader infrastructure and development goals. This integration will provide a cohesive approach to growth and resource management, reinforcing OUA's long-term strategic vision while allowing for expansion into new areas.

This comprehensive approach will allow for the NE Glades County Wastewater Master Plan to address immediate infrastructure needs, accommodate future developments, and establish a framework for sustainable growth and regional collaboration.

Our approach facilitates effective and meaningful input from OUA throughout the process. This will start with a kick-off meeting and continue with workshops and reviews at key project milestones, as described in the draft project schedule below. By fostering regular communication and collaboration, we aim to address third-party stakeholder interests and planned development within the service area. Additionally, our team will make sure that the project considers regional growth projections, infrastructure needs, and the potential for future system expansion, aligning these elements with the overall objectives of OUA to support sustainable and reliable wastewater services.

PROJECT SCHEDULE

Our anticipated (conservatively estimated) project schedule was developed based on calendar days and weeks from OUA's issuance of a notice to proceed (NTP). Final schedules with milestones and sub-milestones will be developed before the project kick-off meeting.

EVENT/PROJECT MILESTONE	TIME FROM ISSUE OF NTP
NTP	TBD
Project Kick-off Meeting with OUA	NTP + 2 weeks
Preliminary Coordination/Data Gathering	NTP + 5 weeks
Prepare Draft Report	NTP + 32 weeks
OUA Review of Draft Submittal	NTP + 35 weeks
Prepare Final Report	NTP + 39 weeks
OUA Review of Final Submittal	NTP + 42 weeks
Submit Final Deliverable to OUA	NTP + 44 weeks
Stakeholder Engagement	NTP + 48 weeks

Our team has carefully aligned the project schedule with the State Revolving Fund (SRF) submission deadlines to ensure eligibility to be placed on the priority listing for funding. The timeline accommodates the first public meeting of the fiscal year, if the OUA elects to pursue SRF, and to facilitate timely review and approval of the project.

KNOWLEDGE OF THE PROJECT SCOPE

We have structured our team based on our knowledge of the project area, project scope, and our proposed project approach—"Structure follows strategy."

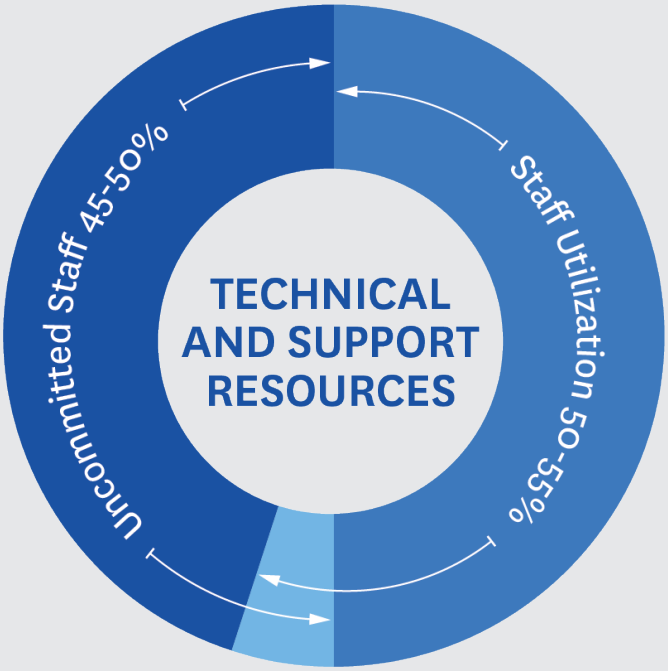
Below are a few highlights that illustrate our understanding:

- The NE Glades County Wastewater Master Plan requires a thorough evaluation of existing and proposed wastewater infrastructure, including collection, transmission, and treatment systems. Our team is well-versed in developing master plans and has successfully collaborated on similar projects, including work with OUA. This experience equips us with the technical expertise and local knowledge to identify system deficiencies, optimize performance, and plan for future growth. The team's familiarity with BMAP requirements ensures compliance with environmental regulations, while our approach prioritizes cost-effective and sustainable wastewater management solutions.
- Our team has extensive experience evaluating and implementing wastewater system alternatives, including vacuum, low-pressure, and conventional gravity sewer systems. For this project, we will analyze the most feasible transmission line routes to collect wastewater efficiently from the service area and integrate hydraulic modeling to simulate current and future system operations. Having successfully completed hydraulic modeling and system evaluations for other OUA projects, our team is uniquely positioned to apply these insights to NE Glades County. This makes sure that the wastewater infrastructure will accommodate anticipated growth and align with long-term regional goals.
- The team's proven track record in planning and securing funding for wastewater projects, including those with OUA, provides a solid foundation for delivering a master plan that addresses both current and future needs. This project will evaluate service area expansion opportunities, incorporating phased implementation strategies that are compatible with SRF application requirements. **Our team's prior success in preparing funding applications and fostering stakeholder collaboration ensures the plan will align with financial and regulatory goals.** This collaborative and strategic approach will support the sustainable growth of NE Glades County and its surrounding communities.

2) KEY STAFF WORKLOAD PROJECTIONS

CURRENT AND PROJECTED WORKLOAD

Our proposed key personnel are available to undertake this assignment successfully. Current and projected workloads are analyzed weekly at CHA to allocate resources appropriately. As projects are initiated, the appropriate technical and support resources necessary to perform each task are allocated to meet or exceed all project requirements. The current utilization of the staff is generally in the range of 50-55%, leaving an uncommitted staff effort of between 45% and 50% based on today's workload.



Having provided engineering services to municipal governments for over 72 years, CHA recognizes the pressures municipal officials confront, including budgets and project schedules. We will work collaboratively with OUA as a true partner to have sufficient staff, equipment, and systems available to meet or exceed your expectations with our deliverables. **With a bench strength of over 2,000 professionals, we do not foresee any issues meeting deadlines.**

In-House Key Technical Resources

165	108	135	36	66	79	133	27
Water/Wastewater	Civil	Electrical	Environmental	Mechanical	Structural	Transportation	Architecture

COMMITMENT TO OUA

CHA and each of our subconsultants' staff have substantial availability and will be allocated to OUA, as necessary, to complete this project in a timely and efficient manner. We have assembled a focused team of local CHA professionals with direct, relevant experience. The assigned staff's efforts will be sufficiently allocated to accomplish the project on schedule and within budget. CHA provides similar services to other governmental agencies within the state of Florida. Our track record demonstrates that we successfully provide high-quality services and products to these municipalities, as we intend to provide to OUA.

TEAM MEMBER	ROLE	AVAILABILITY FOR THIS PROJECT
CHA CONSULTING, INC. (PRIME)		
Doug Hammann, PE	Project Manager	45%
Stephanie Bortz, EI	Assistant Project Manager/Vacuum Collection System	55%
Ahmet Tahaoglu, EI	Vacuum Collection System/Hydraulic Modeling	55%
Edward Talton, PE	Hydraulic Modeling	50%
Chad Meisel, PE	Hydraulic Modeling	55%
Joseph Graham, JD, PE	Regulatory Review	50%
Mark Burgess, PE, BCEE	Regulatory Review	45%
James Hagerty, PE	Wastewater Treatment	45%
J. Richard Voorhees, PE, BCEE	Wastewater Treatment	45%
Emily Staubus Williamson, PE	GIS Data Analyst/Vacuum Collection System	55%
Weston Haggen, PE, DBIA, ENV SP, PMP	Vacuum Collection System	45%
SUBCONSULTANTS		
Jeff Sumner, PE (Sumner Engineering)	Collection System/Public Engagement	15%
John Horvath, PE (Jones Edmunds)	Low-Pressure Design Lead	15%
John Hannah, PE (Jones Edmunds)	QA/QC	5%
Bill Lynch, PE (Jones Edmunds)	Vacuum Collection System/Funding/Public Engagement	15%
BJ Bukata, MS, PWS, AA (Jones Edmunds)	Project Scientist	5%
Brian Rosenfeld, GISP (Jones Edmunds)	GIS Data Analyst	5%
David Robertson, PG (Connect Consulting)	Wastewater Disposal Planning and Permitting	20%
James Andersen, PG (Connect Consulting)	Injection Well Permitting, Design, and Construction	20%

3) PROJECT TEAM ORGANIZATIONAL CHART

Our team has been built to provide OUA with an extraordinary blend of engineering expertise, Florida project history, and personalized service. Our **proposed project manager, Doug Hammann, PE,** will be OUA's direct day-to-day contact. Doug has assigned the most qualified project team for the scope of services identified in your RFP. Each of our team members was specifically selected to assist in successfully completing all unique challenges and project needs for the duration of the contract.

OKEECHOBEE UTILITY AUTHORITY

LEGEND:
CHA Consulting (Prime) [1]
Sumner Engineering & Consulting [2]
Jones Edmunds & Associates [3]
Connect Consulting [4]

= Task Lead

PROJECT MANAGER
Doug Hammann, PE [1]

QUALITY MANAGER
John Hannah, PE [3]

ASSISTANT PROJECT MANAGER
Stephanie Bortz, EI [1]

KEY TECHNICAL ROLES:

VACUUM COLLECTION SYSTEM
Stephanie Bortz, EI [1]
Ahmet Tahaoglu, EI [1]
Weston Haggen, PE, DBIA, ENV SP, PMP [1]
Emily Staubus Williamson, PE [1]
Jeff Sumner, PE [2]
Bill Lynch, PE [3]

LOW-PRESSURE DESIGN
John Horvath, PE [3]

HYDRAULIC MODELING
Edward Talton, PE [1]
Chad Meisel, PE [1]
Ahmet Tahaoglu, EI [1]

REGULATORY REVIEW
Joseph Graham, JD, PE [1]
Mark Burgess, PE [1]

WASTEWATER TREATMENT
James Hagerty, PE [1]
J. Richard Voorhees, PE, BCEE [1]

GIS DATA ANALYSIS
Emily Staubus Williamson, PE [1]
Brian Rosenfeld, GISP [3]

ENVIRONMENTAL SCIENCE
BJ Bukata, MS, PWS, AA [3]

WASTEWATER DISPOSAL PLANNING & PERMITTING
David Robertson, PG [4]

INJECTION WELL PERMITTING, DESIGN, & CONSTRUCTION
James Andersen, PG [4]

PUBLIC ENGAGEMENT
Jeff Sumner, PE [2]
Bill Lynch, PE [3]

2,000+ ADDITIONAL STAFF AVAILABLE AS NEEDED

4) RESUMES FOR KEY TEAM MEMBERS

Douglas Hammann, PE

Project Manager

Doug is a principal engineer with over 35 years of experience in the planning, design, permitting, and engineering services during the construction of water, wastewater, and reclaimed water projects for various municipal and private clients. These projects have included utility system master planning, water distribution systems, sanitary sewer collection and transmission systems, sanitary pump stations, vacuum sanitary collection/pumping systems, expansion/rehabilitation of WTPs, expansion/rehabilitation WWTPs, industrial wastewater pre-treatment systems, and reclaimed water treatment and distribution systems. Representative projects include:

OUA, Okeechobee, FL, Okee-Tantie WWTF Feasibility Study. Client manager/engineer who evaluated the potential wastewater flows to be generated from the development, and determined local, county, state, and federal rule requirements to treat and dispose of wastewater effluent and biosolids. Based on the initial flow and rule requirement determination/evaluation, various on-site treatment and disposal systems were evaluated, including Extended Aeration Package Plant; Integrated Fixed Film and Activated Sludge Package Plant; Sequencing Batch Reactor (SBR) Package Plant; and a Membrane Bioreactor (MBR) Package Plant. The study also evaluated and made recommendations for the reconstruction and expansion of the two existing effluent percolation ponds.

OUA, Okeechobee, FL, Pine Ridge Park Utility System Improvements. Client manager/engineer providing comprehensive engineering services for the design, permitting, and bidding assistance for utility improvements for Pine Ridge Park within OUA's service area. The new utility services include a new water main and a vacuum sewer collection system. Water main installation will include over 5,300 feet of PVC and HDPE pipe, while the vacuum collection system includes over 10,000 feet of vacuum main and approximately 40 vacuum pits to service the residents within Pine Ridge Park. One new vacuum pump station is also being designed.

OUA, Okeechobee, FL, Oak Lake Estates Vacuum Sewer System Phase I. Client manager/engineer providing engineering services for this project. The vacuum sewer collection system includes 3,200 feet of vacuum main and approximately 23 vacuum pits that service 41 equivalent residential units. Oak Lake Estates was phase I of a large design project to provide a vacuum sewer collection system to the southwest area of Okeechobee, Florida. For federal and state funding, this project was designed to allow multiple vacuum system manufactures the ability to bid.

Various Agencies, FL, Master Plans. Project manager/engineer who provided engineering services for the utility system master plans for water, wastewater, and reclaimed water facilities for the cities of Coral Springs (2), Pompano Beach (2), Hillsboro Beach and Palm Springs (2), Florida.

Village of Islamorada, FL, Wastewater Collection and Transmission. Project manager/engineer who provided engineering services for this design/build/operate project that will convert the Village of Islamorada's current wastewater collection system from septic tank treatment to vacuum sewer and low pressure systems. E/One grinder pumps and vacuum pump stations will serve over 2,000 equivalent dwelling units on Plantation Key and Lower Matecumbe Key. This system will convey wastewater from these service areas to the Key Largo Water Treatment District's Regional Treatment Plant.

Firm
CHA Consulting, Inc.

Years of Experience
35

Education
Florida Atlantic University, FL, M.E., Environmental and Water Resources

Southern Illinois University, IL, B.S., Civil Engineering

Rend Lake College, IL, A.S., Architectural Technology

Registration and Certifications
Professional Engineer - FL, OH

Memberships and Affiliations
American Society of Civil Engineers

American Water Works Association

Florida Water Environment Association

Water Environment Federation

Publications
WEF Manual of Practice No. FD-12, Alternative Sewer Systems (Vacuum Systems)

Stephanie Bortz, EI

Assistant Project Manager/Vacuum Collection System Lead

Stephanie has a total of 11 years of experience, with over five years of experience as a Stormwater Utility Manager and 10 years of municipal experience. Stephanie grew exponentially throughout her time with the City of Doral. Project management is an essential component when managing a five-year Capital Improvement Plan (CIP) and Stormwater Master Plan. It is the Stormwater Utility Manager's responsibility to implement and oversee stormwater improvement projects throughout multiple phases of the project life. Stephanie served as the principal-in-charge during the design phase, procurement phase, and construction phase for each stormwater improvement project while at the City of Doral. Stephanie oversaw all phases and ensured projects were completed within a timely matter and within budget. Stephanie also performed site inspections, conducted progress meetings, and reviewed payment applications. Stephanie also possesses proficient skills with ArcGIS, ArcView, Arc Map, BlueBeam, Energov, Kronos, Munis, and Microsoft Suite applications. Representative project experience includes:

OUA, Okeechobee, FL, Treasure Island Septic-to-Sewer Project. Project manager for this project that focused on mitigating the impact of nitrogen and phosphorus loadings from septic tank systems, which were identified as a significant contributor to water quality degradation in Lake Okeechobee. The scope of work included evaluating various wastewater collection system alternatives and determining that a vacuum collection system was the most economically viable and environmentally sound solution. CHA was engaged to prepare the PDR for this project, focusing on overall planning to identify the most cost-effective and efficient collection system. This plan will allow OUA to transition from septic tanks to a centralized sewer system, significantly reducing the risk of nutrient leaching into groundwater and surface water sources. The project also proposed the construction of a centralized sewer system with a connection to the OUA Cemetery Road Wastewater Treatment Plant (CRWWTP). This solution eliminated the need for future on-site septic tank and package plant installations, providing for long-term environmental compliance and operational efficiency.

OUA, Okeechobee, FL, Pine Ridge Park Utility System Improvements. Project manager to provide comprehensive engineering services for the design, permitting, and bidding assistance for utility improvements for Pine Ridge Park within OUA's service area. The new utility services include a new water main and a vacuum sewer collection system. Water main installation will include over 5,300 feet of PVC and HDPE pipe, while the vacuum collection system includes over 10,000 feet of vacuum main and approximately 40 vacuum pits to service the residents within Pine Ridge Park. One new vacuum pump station is also being designed as part of this project.

Village of Palm Springs, FL, Replacement of Sand Loader System (Main WTP) SDC. Project engineer to address the replacement of the sand loader system, including the removal and replacement of the existing pneumatic sand conveyance system in its entirety, inclusive of dense phase vessel, air management system panel, control panel, air compressor, receiver tank, and the desiccant dryer system. The replacement design will be of a similar configuration to the existing system to maintain familiarity with the operation. Services include design, permitting, and construction-phase services.

PBCWUD, Palm Beach County, FL, WTP No. 2 Treatment and Disposal Improvements. Project engineer to provide design, permitting, and bidding/award assistance for upgrades to the conventional lime softening systems of 16.4 MGD at WTP No. 2. Improvements include new lime softening unit #3, rehabilitation of existing softening unit #2, and decommissioning of softening unit #1.

Firm
CHA Consulting, Inc.

Years of Experience
11

Education
Florida International University, FL, B.S., Environmental Engineering

Florida International University, FL, B.S., Environmental Science

Registration and Certifications
Engineer Intern - FL

Certified Floodplain Manager

TTC Intermediate Certificate

TTC Advanced Certificate

FDEP Erosion & Sedimentation Control Inspector

Stormwater Operator Level 1

Stormwater Operator Level 2

OSHA 10-hour

OSHA 30-hour

Ahmet Tahaoglu, EI

Vacuum Collection System/Hydraulic Modeling

Ahmet has 10 years of experience planning, designing and permitting water, wastewater, and reclaimed water projects for various municipal and private clients. These projects have included master planning, design, permitting, and construction monitoring of water distribution systems, sanitary sewer collection and transmission systems, and additions/rehabilitation of water treatment plants. His willingness to learn and execute what is needed for these municipal utility projects working alongside seasoned professional engineers, allows him to assist in evaluating the client's needs and designing solutions. Representative project experience includes:

OUA, Okeechobee, FL, Treasure Island Septic-to-Sewer Project. Project engineer for this project that focused on mitigating the impact of nitrogen and phosphorus loadings from septic tank systems, which were identified as a significant contributor to water quality degradation in Lake Okeechobee. The scope of work included evaluating various wastewater collection system alternatives and determining that a vacuum collection system was the most economically viable and environmentally sound solution. CHA was engaged to prepare the PDR for this project, focusing on overall planning to identify the most cost-effective and efficient collection system. This plan will allow OUA to transition from septic tanks to a centralized sewer system, significantly reducing the risk of nutrient leaching into groundwater and surface water sources. The project also proposed the construction of a centralized sewer system with a connection to the OUA Cemetery Road Wastewater Treatment Plant (CRWWTP). This solution eliminated the need for future on-site septic tank and package plant installations, providing for long-term environmental compliance and operational efficiency.

OUA, Okeechobee, FL, Pine Ridge Park Utility System Improvements. Project engineer to provide comprehensive engineering services for the design, permitting, and bidding assistance for utility improvements for Pine Ridge Park within OUA's service area. The new utility services include a new water main and a vacuum sewer collection system. Water main installation will include over 5,300 feet of PVC and HDPE pipe, while the vacuum collection system includes over 10,000 feet of vacuum main and approximately 40 vacuum pits to service the residents within Pine Ridge Park. One new vacuum pump station is also being designed as part of this project.

OUA, Okeechobee, FL, Oak Lake Estates Vacuum Sewer. Assistant to project manager currently responsible for vacuum calculations and specifications on this project. CHA designed and permitted approximately 3,120 feet of vacuum sewer and 19 pits.

City of Coconut Creek, FL, Wiles Road Reclaimed Water Main. Assistant to the project manager/engineer to design a reclaimed water distribution system for the City of Coconut Creek. This project included approximately 1,250 feet of 16-inch PVC reclaimed water main installed via open cut and 4,000 feet of 16-inch HDPE reclaimed water main installed via directional drill. This project was designed to provide irrigation to future connections.

City of Coral Springs, FL, Sample Road Force Main – Phase I and II. Assistant to the project manager/engineer for engineering services for planning, design and permitting, and services during construction of this project. The project included the design of a new force main along Sample Road between Coral Hills Drive and University Drive in response to the city's growing concern regarding aged transmission force mains. The project comprised approximately 1,500 feet of 20-inch ductile iron force main and a right turn lane on Sample Road at NW 94th Avenue. The $1.5 million project included construction services such as daily site evaluations and inspections.

Firm
CHA Consulting, Inc.

Years of Experience
10

Education
Florida Atlantic University, FL, B.S. in Environmental Engineering

Registration and Certifications
Engineer Intern - FL

Memberships and Affiliations
American Society of Civil Engineers

American Water Works Association

Florida Water Environment Association

Water Environment Federation

Weston Haggen, PE, DBIA, ENV SP, PMP

Vacuum Collection System

Weston has over 15 years of experience in water, wastewater, and reclaimed water. He is a 2022 graduate of the Water Environment Federation's Water Leadership Institute that focuses on holistic solutions to our "one water world" challenges. His expertise includes water quality hydraulic modeling, master planning, pipeline design, lift station design, potable water quality improvement, unidirectional flushing (UDF), I&I studies, construction administration, preliminary design of wastewater and water plants, regulatory permitting, water treatment pilot studies, feasibility studies, report writing, and data management, including GIS for a variety of municipal and government projects in water and wastewater treatment. Representative project experience includes:

Seminole County, FL, Wekiva Septic-to-Sewer Conversion. Project manager to develop a remediation plan in the first phase, including an inventory with more than 4,000 on-site sewage treatment and disposal systems (OSTDS) in the Wekiva BMAP. The second phase consists of an inventory with more than 16,000 OSTDS in the Lake Jesup and Middle St. Johns River BMAPs. Both areas assessed existing wastewater capacity and infrastructure (including potential infrastructure upgrade and expansion options) and evaluated cost-effective project solutions, financing alternatives and potential rate and homeowner impacts.

Orange County Utilities, FL, Wekiwa Springs Septic Tank Retrofit Phases 1 and 2. Project manager for CHA for the multi-phased gravity sewer system infrastructure improvements for Phases 1 and 2 of the Wekiwa Springs Septic Tank Retrofit Project, which includes 367 parcels across 4 subdivisions. The project includes the construction of 22,600 feet of an 8-inch gravity sanitary sewer collection system, two duplex pump stations (35-45 HP), 5,500 feet of 6- to-8-inch force main, and 4.3 miles of existing roadway reconstruction in an existing residential community. This project included the proper demolition of 367 individual on-site septic tank systems and house lateral connections to the gravity sewer system for existing single-family residential properties. The project also included 4,400 feet of 4- and 8-inch potable water mains and 367 water services with double water meter boxes.

City of Casselberry, FL, Seminola Master Pump Station Relocation and Force Main Replacement. Project manager for the preliminary and final design, permitting, bidding, construction inspection, and construction administration services for a new triplex master pump station and to up-size an existing 10-inch C-200 PVC force main to a 16-inch PVC and HDPE force main. The master pump station relocation included demolishing the existing lift station, except for the existing wet well. The new lift station included a new triplex lift station with submersible pumps, pump guide rails, single wet well, liner, access hatches, discharge piping, electrical and controls, emergency generator, miscellaneous piping and appurtenances, new access drive, fencing, and landscaping. The force main replacement consisted of 4,619 feet of 16-inch force main consisting of 590 feet of jack-and-bore within a 30-inch steel casing, 2,777 feet of HDD, and 1,252 feet of open-cut connecting the city's largest pump station to the city's WRF and an alternative connection with valving to the City of Orlando's Iron Bridge WRF.

City of Clearwater, FL, Wastewater Collection System Program Management. Project manager for the wastewater collection system program that includes planning, design, and construction services for improvements to the wastewater collection system. Additional services include developing bidding documents for renewing the annual sewer contractors and full-time RPR services for city projects.

Firm
CHA Consulting, Inc.

Years of Experience
15

Education
University of Central Florida, FL, M.S.E., Civil Engineering

University of Central Florida, FL, B.S.E., Civil Engineering

Registration and Certifications
Professional Engineer - FL

FDOT, MOT Advanced

NASSCO PACP/MACP/LACP Certification

Design-Build Professional Certification

Envision Sustainability Professional Certification

Project Management Professional Certification

Memberships and Affiliations
American Water Works Association

Water Environment Federation

Florida Water Environment Association

Emily Staubus Williamson, PE

GIS Analyst/Vacuum Collection System

Emily is an engineer with over seven years of experience in planning, permitting, design, and construction for potable water, wastewater, and reclaimed water projects throughout Florida. She has contributed to various projects, including septic-to-sewer, pipeline design, pump station design, hydraulic modeling, infrastructure condition assessment, and asset management. Representative project experience includes:

Seminole County, FL, Wekiva Septic-to-Sewer Conversion. Project engineer to develop a remediation plan in the first phase, including an inventory with more than 4,000 on-site sewage treatment and disposal systems (OSTDS) in the Wekiva BMAP. The second phase consists of an inventory with more than 16,000 OSTDS in the Lake Jesup and Middle St. Johns River BMAPs. Both areas assessed existing wastewater capacity and infrastructure (including potential infrastructure upgrade and expansion options) and evaluated cost-effective project solutions, financing alternatives and potential rate and homeowner impacts.

Orange County Utilities, FL, Wekiwa Springs Septic Tank Retrofit Phases 1 and 2. Project engineer for CHA for the multi-phased gravity sewer system infrastructure improvements for Phases 1 and 2 of the Wekiwa Springs Septic Tank Retrofit Project, which includes 367 parcels across 4 subdivisions. The project includes the construction of 22,600 feet of an 8-inch gravity sanitary sewer collection system, two duplex pump stations (35-45 HP), 5,500 feet of 6- to-8-inch force main, and 4.3 miles of existing roadway reconstruction in an existing residential community. This project included the proper demolition of 367 individual on-site septic tank systems and house lateral connections to the gravity sewer system for existing single-family residential properties. The project also included 4,400 feet of 4- and 8-inch potable water mains and 367 water services with double water meter boxes.

City of Clearwater, FL, Water and Reclaimed Water Program Management. Project engineer for the system-wide potable and reclaimed water main assessment and replacement program. This program includes the conceptual routing, design, permitting, and construction services for pipeline improvements and assessing replacement methods to minimize service and critical roadways impacts. This program additionally includes condition assessment, hydraulic modeling, and RPR services.

Pinellas County, FL, Collection System Pump Station 357 and Force Main Improvements. Project engineer for the hydraulic analysis, design, permitting, bidding, and construction services to disconnect the force main connection from pump station 357 and pump station 448, install new force mains connecting each pump station to the downstream larger force main, and design the necessary pump station upgrades to allow pump station 357 and the system to operate as intended.

Pinellas County, FL, Lansbrook Wastewater Collection System Evaluation. Project engineer responsible for completing the initial condition assessment for over 600 segments of existing gravity sanitary sewer pipes using CCTV data. The project included reviewing pipe condition, size, and material, and assigning condition attributes and scoring using the NASSCO PACP pipeline condition assessment. These efforts identified areas requiring further inspection, pipes with defects requiring immediate repair, and prioritizing infrastructure for future repair. The evaluation also identified discrepancies in GIS data to be further updated to improve the database of county assets.

Firm
CHA Consulting, Inc.

Years of Experience
7

Education
University of Florida, FL, B.S.E., Civil Engineering

Registration and Certifications
Professional Engineer - FL

Memberships and Affiliations
American Water Works Association

Ed Talton, PE

Hydraulic Modeling Lead

Ed has over 35 years of experience with expertise in master planning and hydraulic/water quality modeling. He has completed major master plans, water quality modeling/calibration to mitigate nitrification, distribution operations optimizations, wastewater model calibrations, and risk-based asset prioritization. Ed's publications include a December 2011 Florida Water Resource Journal article on a water quality application to help utilities better utilize available SCADA, quality, and modeling outputs. He has completed a comprehensive reuse master plan and wastewater force main hydraulic model (1,500 miles of pipe and more than 900 pump stations) for the M-D WASD, and master planning and hydraulic modeling services for Orange County Utilities, Seminole County, Brevard County, and the cities of Tampa, Lakeland, St. Petersburg, Port St. Lucie, St. Cloud, West Palm Beach, Orange City, and Ocoee. Representative project experience includes:

City of Melbourne, FL, Water and Wastewater Collection/Transmission Master Plans. Project manager for overseeing the complete wastewater collection/transmission system and providing technical support for the water master plan used to evaluate the city's capital improvement program and included evaluating the city's I&I program needs. Additionally, the project included assessing the capacity and reliability of key existing infrastructure and prioritizing asset rehabilitation and repair plans.

Toho Water Authority, Osceola County, FL, Wastewater Master Plan and Implementation Support. Project manager who completed a full wastewater master plan for Toho Water Authority, including treatment optimizations/expansions, hydraulic model development (including gravity), alternatives evaluations, and CIP development and prioritization.

Polk County, FL, Lift Station 302 (LS 302) 250 HP Wastewater Pump Model Calibration and Surge Evaluation/Mitigation. Project manager who completed a calibration of PCU's triplex 250 HP submersible lift station by comparing field flow/pressure data with the model. Also installed high-speed pressure recorders and surge-modeled station and worked with pump manufacturer to develop and implement surge mitigation issues.

City of Fort Lauderdale, FL, Comprehensive Utility Strategic Master Plan (CUSMP). Project manager for a master plan to evaluate the entire utility system and recommend capital improvement projects, actions, policies, and code changes necessary to maintain and improve the system's condition, capacity, performance, efficiency, and quality of service while planning for the future repair and replacement of utility system components. In addition, the master plan created a plan and utilities vision for improvements to the utility system that align with the city's major initiatives and prioritized major rehabilitation and repair initiatives.

Orange County Utilities, FL, Wastewater Master Plan Update and Hydraulic Model Calibration. Project manager for a continuing engineering services contract to provide hydraulic modeling for the county to update, optimize and utilize potable water, wastewater and reclaimed water system hydraulic models. The engineering services included using hydraulic models to support utilities planning, including the recommendation of capital improvements projects, design, operation, and regulatory compliance.

Orange County Utilities, FL, Sunflower Pump Station Preliminary Design. Project manager who performed flow analysis and projections on one of the county's largest wastewater pump stations (Sunflower-6 submersible pump). Performed alternatives analysis to re-route flows and optimize force main utilization and Sunflower expansion sizing. The project included station calibration and hydraulic modeling to support the final design.

Firm
CHA Consulting, Inc.

Years of Experience
35

Education
University of Florida, M.S.E., Environmental Engineering

University of Florida, FL, B.S.E., Environmental Engineering

University of Kentucky, KY, Hydraulic Surge Modeling Training

Registration and Certifications
Professional Engineer - FL

Memberships and Affiliations
American Water Works Association

Chad Meisel, PE

Hydraulic Modeling

Chad is a project engineer with over 10 years of experience in water/wastewater treatment, water resources, and stormwater permitting. He has performed report development, hydraulic modeling, bidding services, and water permit compliance for various municipal clients in the Central Florida region. Chad is also proficient in AutoCAD and ICPR. Representative project experience includes:

City of Fort Lauderdale, FL, Comprehensive Utility Strategic Master Plan (CUSMP). Project engineer for a master plan to evaluate the entire utility system and recommend capital improvement projects, actions, policies, and code changes necessary to maintain and improve the system's condition, capacity, performance, efficiency, and quality of service while planning for the future repair and replacement of utility system components. In addition, the master plan created a plan and utilities vision for improvements to the utility system that align with the city's major initiatives and prioritized major rehabilitation and repair initiatives.

Polk County Utilities, FL, Northeast Regional Utility Service Area (NERUSA) Utility Master Plan Update. Project engineer for evaluating the potable water, wastewater, and reclaimed water systems within the county's northeast service area for master planning. For this project, CHA is performing potable water demand and wastewater and reclaimed water flow projections to determine the required capacity and infrastructure for planning years 2025, 2035, and 2045 through hydraulic modeling and analysis.

Orange County, FL, SWRF Influent Pump Station Expansion and Upgrades. Project engineer to provide a wastewater gravity model of the system before entering the influent pump station to evaluate the potential for surging manholes. CHA provided engineering and support services to expand the South Water Reclamation Facility (SWRF) influent pumping capacity to meet the Phase V peak-flow capacity and make provisions for future peak-flow capacity. This project was done in conjunction with the Phase V expansion project. The existing influent pump station included screening raw wastewater entering SWRF and transferring the screened wastewater downstream to the preliminary treatment structure. The existing pumps and motors in the influent pump station were scheduled for replacement and upgrade.

City of Polk County, FL, Polk County Lift Station #106 Rehabilitation. Project engineer tasked with coordinating with the County to provide addenda to answer contractor questions throughout the bid process and then evaluate the contractor to ensure they met the requirements and were the lowest responsive and responsible bidder. Services included preliminary design, permitting, and final design of the County's 1.7-million-gallon-per-day (mgd) master wastewater lift station rehabilitation project. Design consisted of the evaluation of present/future flows to determine lift station operation, three new high-service pumps with variable frequency drives (VFDs), a permanent emergency generator with a fuel storage tank, a new discharge piping configuration to add a flow meter, bypass piping and an emergency pump-out connection, odor control, and a climate-controlled control building.

City of Davenport, FL, Davenport Wastewater Capacity Analysis. Project engineer tasked with developing a hydraulic model for the evaluation of the capacity of the wastewater treatment facility, lift stations, and the force mains. CHA developed a wastewater hydraulic model of the entire system utilizing InfoSWMM to address city concerns about capacity, condition, and ability to service new and future development.

Firm
CHA Consulting, Inc.

Years of Experience
10

Education
University of Central Florida, FL, B.S., Civil Engineering

University of Central Florida, FL, B.S., Environmental Engineering

Registration and Certifications
Professional Engineer - FL

Memberships and Affiliations
American Society of Civil Engineers

American Concrete Institute

Joseph Graham, JD, PE

Regulatory Review Lead

Joe has over 15 years of extensive experience in permitting, engineering design, project management, funding, and strategic planning in various types of water, wastewater, and reclaimed water projects. He has experience in horizontal asset design and permitting, master planning development, and the development of utilities strategic plans and comprehensive utilities policies. While working in the municipal sector, Joe served as the technical representative to a multi-agency water cooperative and engaged with elected representatives, members of the regulatory community, and the general public on utility issues. He has extensive experience in various aspects of public infrastructure financing, including federal and state funding; service and impact fee determinations; public system asset valuation; and operations and capital improvement program budgeting. Representative project experience includes:

Toho Water Authority, Osceola County, FL, Wastewater Master Plan Update. Project engineer for Toho's wastewater master plan update. The master plan will facilitate the timing and cost efficiency of future infrastructure improvements required to serve the area's growth. This update will incorporate recently constructed infrastructure and use planning tools, including the updated hydraulic model, to update capital planning in a cost-efficient manner. The capital improvement plan portion will be completed for a 10-year planning horizon (2021-2030).

Seminole County, FL, Wekiva Septic-to-Sewer Conversion. Project engineer to develop a remediation plan in the first phase, including an inventory with more than 4,000 on-site sewage treatment and disposal systems (OSTDS) in the Wekiva BMAP. The second phase consists of an inventory with more than 16,000 OSTDS in the Lake Jesup and Middle St. Johns River BMAPs. Both areas assessed existing wastewater capacity and infrastructure (including potential infrastructure upgrade and expansion options) and evaluated cost-effective project solutions, financing alternatives and potential rate and homeowner impacts.

City of Port St. Lucie, FL, Westport WWTF Expansion. Project engineer for the design, permitting, bidding, and construction services to expand the Westport WWTF to meet the future treatment needs of the Westport service area. This scope is based on an anticipated future treatment to meet the following capacities: 10.71 MGD AADF, 12.00 MGD maximum month average day capacity and 15.85 MGD peak day capacity.

City of Haines City, FL, Reclaimed GST and Pump Station. Project engineer for the design, permitting, and construction administration services for a 7.8 MGD transfer pump station with VFDs and a concrete wet well, a 3-MG prestressed concrete GST, a new 4.5 MGD reclaimed high-service pump station with VFDs, an off-site 1.1 MGD booster pump station, yard piping, electrical, I&C, and ancillary structures at the Haines City WWTF.

City of Haines City, FL, Lake Eva Recharge Feasibility Study. Project engineer for the study to select potential RIB sites that will recharge the Floridan Aquifer and assist in raising the water level in Lake Eva. The project is co-funded by the SWFWMD. The project was performed in two phases, and upon completion of both phases, the study identified potential RIB sites, estimated the benefits to the water levels in Lake Eva MFL for each site, established water quality requirements for the reclaimed water, determined the required treatment and reclaimed water distribution system modifications and associated costs, and ranked and recommended candidate sites for construction of the RIB system.

Firm
CHA Consulting, Inc.

Years of Experience
15

Education
Stetson University, FL, J.D., Law

Stetson University, FL, M.B.A., Business Administration

University of South Florida, FL, M.S., Public Health

University of South Florida, FL, M.S., Civil and Environmental Engineering

Colorado State University, CO, B.S., Chemical Engineering

Registration and Certifications
Professional Engineer - FL

Memberships and Affiliations
Member of the Florida Bar

American Water Works Association

Water Environment Federation

Florida Engineering Society

Mark Burgess, PE, BCEE

Regulatory Review

Mark is an environmental engineer with over 39 years of experience in the planning, financing, permitting, design, and construction management for drinking water, wastewater, stormwater, water resources, solid waste, and hazardous waste projects throughout the United States and the Bahamas. Mark is a member and former chair of the Florida Water Environment Association's (FWEA's) Biosolids Committee that plans and administers biosolids technical seminars around the state, provides technical review and comment to the FDEP on FAC 62-640 Rule revisions related to biosolids management, and administers the biosolids management awards program for FWEA. Representative project experience includes:

City of Vero Beach, FL, Grant and Loan Assistance to Fund New Wastewater Treatment Facility. Project manager to assist the city in developing a facilities plan that identifies components necessary for constructing the new WWTP, expanding the septic tank effluent pump system, and constructing a supplemental reclaimed water system using water from the main canal stormwater system based upon the feasibility studies, the preliminary design report for the new WWTP, and other documentation to assist in the funding of the project.

City of Eustis, FL, Eastern WWTP Expansion. Client service manager and funding task leader for engineering, funding assistance, permitting, design, bidding, and construction administration services for the 1.0 MGD WWTP expansion, including grit removal and dewatering, a new wet well with variable speed submersible pumps, treatment process for nutrient removal with internal recycle, aeration system, clarifiers, RAS/WAS pumping system, chlorine contact chambers and effluent transfer pumps, sodium hypochlorite storage and feed system, RIBs, instrumentation and controls/SCADA, and an aeration/blower building.

City of Vero Beach, FL, 5.0 MGD Greenfield Membrane Bioreactor (MBR) WRF. Project manager for the design of the city's new 5.0 MGD MBR WRF. Treatment process components include an influent master lift station, headworks, dual-stage screening system, screening washing and compaction, grit removal, flow equalization, 5-stage MBR Bardenpho biological treatment, membrane filtration, high-level disinfection, a reclaimed water storage pump station, Class B chemical stabilization, centrifuge biosolids dewatering, deep well injection, odor control, reject water storage, two 3-MG GSTs, and associated appurtenances.

City of Apopka, FL, Mount Plymouth Lake WTP Well Extensions. Client service manager for this project that included design, permitting and construction of one 14-inch diameter and one 12-inch diameter well to a deeper depth. Because the wells would be significantly deepened from 500 feet below the surface to approximately 1,200 to 1,400 feet below the surface, the wellhead conditions changed significantly. Therefore a new submersible well pump was designed instead of refurbishing the existing pump. An investigative study was conducted to document the construction and condition of both existing wells at the WTP to use as a basis of design. The new, smaller diameter (12-inch and 8-inch) were constructed within the same surficial borehole as the existing Upper Floridan wells.

City of Vero Beach, FL, WWTF Nutrient Management Study. Project manager and client service manager for the data collection, influent flow and loading characterization, evaluation of influent and biological unit process loadings, development of process modeling, alternatives evaluation for improving nutrient removal with no additional tankage, BioWin process modeling software and calibration, and plant operations review and analysis.

Firm
CHA Consulting, Inc.

Years of Experience
39

Education
University of Florida, FL, B.S., Environmental Engineering

University of Louisville, KY, B.A., Biology

Registration and Certifications
Professional Engineer - FL, KY, OH, IN

Board Certified Environmental Engineer (BCEE)

Memberships and Affiliations
American Academy of Environmental Engineers

American Water Works Association

Water Environment Federation

American Society of Civil Engineers

Jim Hagerty, PE

Wastewater Treatment Lead

Jim is a civil and environmental engineer with 38 years of experience and a successful track record in facility planning and executing strategic plans and projects and programs for water, wastewater, and stormwater utilities. His expertise includes program management, regulatory compliance program development, infrastructure development, alternative delivery, and utility compliance management. Jim offers specialized wastewater treatment expertise, responsible for developing and optimizing process designs for advanced biological treatment systems sludge processing, and effluent disposal systems. He has used his unit process and operations experience to develop facility expansion plans, construction plans, value engineering analysis, and technical reviews. His wastewater process design experience includes advanced treatment, effluent filtration, anaerobic and aerobic digestion systems, sludge pelletizing systems, lime treatment, and sludge dewatering. Representative project experience includes:

Tavistock Development Company, Osceola County, FL, Sunbridge WTP and WWTP. Project engineer responsible for the preliminary design, detailed design, permitting, and construction services for a new greenfield 1.0 MGD WTP using ozonation for hydrogen sulfide removal to supply drinking water to a new development community and a new greenfield 3.5 MGD WWTP to treat the domestic wastewater.

City of Port St. Lucie, FL, Westport WWTF Expansion. Lead design engineer for the preliminary engineering, permitting, final design, bidding, and construction services for expanding the Westport WWTF to meet the future treatment needs of the Westport service area. The scope is based on an anticipated future treatment to meet the following capacities: 10.71 MGD AADF, 12 MGD maximum month average day capacity, and 15.85 MGD peak day capacity.

City of Cape Coral, FL, Everest WRF. Design engineer for the expansion of the Everest Parkway WRF. The influent pump station was designed for an average daily flow of 13.4 MGD and a peak hour flow of 30 MGD. The influent pump station design and construction was part of a plant expansion that included upgrading the treatment plant to achieve advanced water quality standards using a five-stage Bardenpho treatment system and a reclaimed water pump station integrated into the city's water independence system strategy.

City of Haines City, FL, Reclaimed GST and Pump Station. Technical advisor for the preliminary design, hydraulic analysis, final design, permitting, and construction administration services for the construction of a 7.8 MGD transfer pump station with VFDs and a concrete wet well, a 3.0 MG prestressed concrete GST, a new 4.5 MGD reclaimed high service pump station with VFDs, an off-site 1.1 MGD booster pump station, yard piping, electrical, instrumentation and controls, and ancillary structures at the Haines City WWTF.

City of Eustis, FL, Eastern WWTP Expansion. Project engineer for preliminary engineering, funding assistance, permitting, design, bidding, and construction administration services for the 1.0 MGD WWTP expansion, including the mechanically cleaned screens and compactor; grit removal and dewatering; new wet well with variable speed submersible pumps; treatment process for nutrient removal with internal recycle; aeration system; clarifiers; RAS/WAS pumping system; chlorine contact chambers and effluent transfer pumps; sodium hypochlorite storage and feed system; RIB evaluation and third RIB; biosolids holding/decanting and truck loading area; electrical, including a new generator; instrumentation and controls/SCADA; and an aeration/blower building.

Firm
CHA Consulting, Inc.

Years of Experience
38

Education
University of Louisville, KY, M.E., Civil Engineering

University of Louisville, KY, B.S., Civil Engineering

Registration and Certifications
Professional Engineer - FL, KY, MO, IL

J. Richard Voorhees, PE, BCEE

Wastewater Treatment

Rich has over 48 years of experience and is highly qualified in the planning, design, construction, start-up, and operation of water and wastewater treatment and pumping facilities. He is a Board Certified Environmental Engineer and is recognized in Florida as a technology leader in water and wastewater treatment, especially biological nutrient removal for wastewater treatment and enhanced lime softening for water treatment. Rich has been the project or design manager to design and construct multi-million dollar water and wastewater facility projects. He has previous experience as a general contractor for water and wastewater facility construction. Representative project experience includes:

City of Vero Beach, FL, 5.0 MGD Greenfield Membrane Bioreactor (MBR) WRF. Quality manager for the design of the city's new 5 MGD MBR WRF. Treatment process components include an influent master lift station, headworks, dual-stage screening system, screening washing and compaction, grit removal, flow equalization, 5-stage MBR Bardenpho biological treatment, membrane filtration, high-level disinfection, a reclaimed water storage pump station, Class B chemical stabilization, centrifuge biosolids dewatering, deep well injection, odor control, reject water storage, two 3-MG GSTs, and associated appurtenances.

Tavistock Development Company, Osceola County, FL, Sunbridge WTP and WWTP. Quality manager for the preliminary design, detailed design, permitting, and construction services for a new greenfield 1.0 MGD WTP using ozonation for hydrogen sulfide removal to supply drinking water to a new development community and a new greenfield 3.5 MGD WWTP to treat the domestic wastewater.

City of Haines City, FL, Reclaimed GST and Pump Station. Quality manager for the preliminary design, hydraulic analysis, final design, permitting, and construction administration services for a 7.8 MGD transfer pump station with variable-frequency drive (VFDs) and a concrete wet well, a 3.0 MG prestressed concrete ground storage tank, a new 4.5 MGD reclaimed high service pump station with VFDs, an off-site 1.1 MGD booster pump station, yard piping, electrical, instrumentation, and controls, and ancillary structures at the WWTF.

City of Port St. Lucie, FL, Westport WWTF Expansion. Quality manager for the preliminary engineering, permitting, final design, bidding, and construction services for expanding the Westport WWTF to meet the future treatment needs of the Westport service area. The scope is based on an anticipated future treatment to meet the following capacities: 10.71 MGD AADF, 12 MGD maximum month average day capacity, and 15.85 MGD peak day capacity.

City of Ormond Beach, FL, WTP Upgrades. Senior project engineer for the preliminary and final design, bid development documents, and bidding assistance to repair the sodium hypochlorite generation units, replace the lime slaker units and modernize the equipment while maintaining plant operations.

City of Apopka, FL, Mount Plymouth Lake WTP Well Extensions. Quality manager for this project that included design, permitting and construction of one 14-inch diameter and one 12-inch diameter well to a deeper depth. Because the wells would be significantly deepened from 500 feet below the surface to approximately 1,200 to 1,400 feet below the surface, the well head conditions changed significantly. Therefore a new submersible well pump was designed instead of refurbishing the existing pump. An investigative study was conducted to document the construction and condition of both existing wells at the WTP to use as a basis of design. The new, smaller diameter (12-inch and 8-inch) were constructed within the same surficial borehole as the existing Upper Floridan wells.

Firm
CHA Consulting, Inc.

Years of Experience
48

Education
Auburn University, AL, M.S., Civil/ Environmental Engineering

Auburn University, AL, B.S., Civil Engineering

Registration and Certifications
Professional Engineer - FL

Board-Certified Environmental Engineer

Memberships and Affiliations
Chi Epsilon Civil Engineering Honorary Fraternity

American Society of Civil Engineers

Water Environment Federation

American Water Works Association

Florida Select Society of Sanitary Sludge Shovelers

JEFFREY M. SUMNER, PE

Jeff has nearly 30 years of experience specializing in land development and water resource engineering and consulting in and around Okeechobee, where he makes his home. With a history of working in both small and large firms, he is adept at project and program management for private- and public-sector projects. He has performed a number of projects in Okeechobee County that included design, permitting, and construction oversight of water distribution and wastewater collection and transmission systems implemented in accordance with OUA standards, including the ongoing Southwest Service Area (SWSA) Project, Silver Palms RV Resort, Eagle Point Subdivision, Elementary School "C" (South Elementary), the Okeechobee County Agri-Civic Center, and many others. Jeff is also well-versed in water policy issues in the Lake Okeechobee watershed, having served previously as Bureau Chief for State and Agricultural Policy at the South Florida Water Management District.

SELECTED PROJECT EXPERIENCE

OUA Southwest Section Wastewater Service Area Projects 1 and 2 – Currently serving as Project Manager for this ongoing septic-to-sewer conversion project for OUA. Current tasks include Project Manager for design and construction of a vacuum sewer collection system to serve 550 residences; and design and construction for a new Master Lift Station, and two new force mains. While managing the overall project, I am also serving as Engineer of Record for the proposed new force mains. Sumner Engineering provided CEI services for the Master Lift Station and Master Force Main, and is currently providing those services, including Resident Project Representation, for the vacuum collection system and vacuum pump stations.

OUA Southwest Section Wastewater Service Area Project 3 – Currently serving as Project Manager and Engineer of Record for the Okee-Tantie Wastewater Systems Improvement Project (SWSA Project 3), consisting of nearly 30,000 LF of new wastewater force main, and two new lift stations.

Torrey Trails RV Resort – Engineer of Record for site improvements to serve this new 150-acre development in Hardee County, Florida. Responsible for design of all site improvements, including water distribution and wastewater collection / transmission serving 370 lots. Project design included two lift stations and over 17,000 LF of gravity sewer lines.

Mallard Landing – Engineer of Record for site improvements to serve this new 103-lot residential development in the City of Okeechobee, Florida. Responsible for design of all site improvements, including water distribution and wastewater collection. Project design included 6,500 LF of water mains and 5,700 LF of gravity sewer lines.

AREAS OF SPECIALIZATION:

- Civil / Land Development Engineering
- Project / Program Management
- Water Distribution and Wastewater Collection Design
- Construction Management

YEARS OF EXPERIENCE:

29

EDUCATION:

Master of Business Administration

Bachelor of Science, Agricultural Engineering

PROFESSIONAL CERTIFICATION:

Professional Engineer, #55403, FL

SEC Sumner Engineering & Consulting, Inc.

JOHN HANNAH, PE
QA/QC

"I became a civil engineer to be involved in developing new infrastructure to meet growing needs. Improving aging infrastructure conditions is important and challenging. As a manager, I am passionate about mentoring staff to help them develop skills to meet our future needs and providing QC of our designs."

John is a Senior Manager experienced in water and wastewater conveyance systems, surface and groundwater production and treatment, biological wastewater treatment, and discharge limitations. Before joining Jones Edmunds, he was the CEO and Utilities Director for a Special Purpose District for 11 years, where he managed a system that included 4,000 low-pressure sewer system customers. His experience in that role will provide a unique perspective in his QC reviews for OUA.

SELECTED PROJECT EXPERIENCE

Sewer Master Plan Update | Charlotte County | QA/QC | Jones Edmunds developed and prepared an affordable, reliable, and efficient collection and treatment system plan with public input to address the needs of existing customers while providing septic system replacements with central sewers for the appropriate areas in the County. John performed QA of the model data.

District A Phase 1 Septic to Sewer | Hernando County | QC | Hernando County requested professional services for the Septic to Sewer Program for District A - Phase 1, which has 413 currently occupied lots and 97 vacant lots for a total of 510 connections. The County received FDEP Springs grant funding. John performed QC of the specifications and CAD coordination.

Lehigh Acres Membrane Bioreactor System WWTF Final Design and Bidding Services | FGUA | Project Advisor | John is providing guidance and support in the design for the reinstatement of the MBR treatment process using different membrane technology fitted to the existing tank and basins. Jones Edmunds coordinated with FGUA's permitting consultant, US Water Services Corporation (USW), to ensure the final design complied with all FDEP permitting requirements.

Mitchell Boulevard Relief Force Main and Related Improvements | FGUA | Manager and QA/QC | John is providing staff management and QC support to the team. Jones Edmunds is providing design and permitting services, including approximately 8,000 LF in the existing right-of-way to provide relief by adding a force main and replacing another.

Potable Master Plan | Charlotte County | Project Engineer | Jones Edmunds assisted Charlotte County Utilities (CCU) in developing a Potable Water Master Plan. The plan aims to present to the public a distribution, transmission, water source, storage, and treatment system for Charlotte County that addresses the customers' present and future needs. John performed QC of the master plan documents.

Lift Station No. 22 | City of Haines City | Project Engineer | John is performing CADD coordination, supporting the design team working on a 2-mile force main to the WWTP. The new force main will alleviate Lift Station #22 overloading.

AREAS OF SPECIALIZATION:
- QA/QC
- Project Management
- Water/Wastewater Planning and Design
- Compliance Consulting
- Water Quality

YEARS OF EXPERIENCE: 39

EDUCATION:
Master of Engineering, Civil Engineering

Bachelor of Science, Civil Engineering

PROFESSIONAL CERTIFICATION:
Professional Engineer, #98256, FL

JonesEdmunds

BILL LYNCH, PE
Collection Systems, Funding, Public Outreach

"I became an environmental engineer to help clients develop solutions for water and waste management issues in collaboration with affected and involved parties. I have been fortunate during my 40-year career to work on utilities, environment, and facilities-related programs and projects for many Florida governments to do just that. I look forward to continuing our work with OUA."

Bill has decades of program and project delivery experience for Florida utilities. His water and wastewater capabilities and expertise have been developed through various consulting and engineering assignments in multiple roles over his career. He has managed many programs and projects from inception through satisfactory completion, working with all involved parties – clients, government and NGO stakeholders, elected officials, regulatory agencies, attorneys, funding agencies, subconsultants, construction contractors, and the public. Bill also contributed to the update of the Septic to Sewer Conversion guidance document coming out in early 2025. This informative guide on septic to sewer conversions in Florida was originally published by Jones Edmunds in 2018 for the Florida Water Environment Association Utility Council and Florida Department of Environmental Protection.

SELECTED PROJECT EXPERIENCE

Southwest Section Wastewater Service Area Septic to Sewer Conversion Project | Okeechobee Utility Authority | Engineer of Record | Bill participated in the planning, design, and funding consulting aspects of this $16M septic to sewer project through the successful award of a USDA RD loan and construction completion in 2023 of the 850-gpm master lift station. This septic to sewer conversion with SEC and CHA includes 518 homes to be served by a vacuum collection system planned for completion in early 2025. The project is funded with state and federal grants and loans, each with specific requirements.

Chatmire Septic to Sewer Project | Florida Governmental Utility Authority | Project Manager | Bill has assisted FGUA with the complete project delivery of this $7M septic to sewer project. Work has included environmental studies, FDEP and SWFWMD grant funding support, public meetings, planning, design, permitting, and construction contract administration. This project was developed to serve over 200 residential lots and adjacent commercial businesses with gravity sewers and a regional lift station. The project also includes replacing 1,550 feet of water main relocated to accommodate the new sewer and future right-of-way improvements. Construction completion is contracted for March 2025.

Water Quality Improvement Project/Septic to Sewer Conversion Program | Town of Lake Clarke Shores | Project Manager and EOR | Bill is working with the Town and CHA on a hybrid collection system for a phased septic to sewer conversion program to replace 696 single-family and 19 multifamily residential septic tank systems. Planning, conceptual design, and funding activities are completed. The design, permitting, and funding of a 135-home gravity conversion phase is complete and ready for bidding. The design of the vacuum collection system to serve the remaining properties is 85% complete. Bill was also the Project Manager for the Utility Revenue Sufficiency Study and Alternative Restoration Plan (4e Plan) for Lake Clarke Shores, both of which were completed to support this project.

Riverside Village Septic to Sewer Preliminary Engineering Study | FGUA | Senior Consultant | Bill worked with the team and FGUA to complete the

AREAS OF SPECIALIZATION:
- Program and Project Management
- Capital Improvement Program Development/Implementation
- Funding Evaluation and Acquisition Support
- Utility System Design and QA/QC
- Permitting, Regulatory Compliance, and Agency Negotiations
- Construction Project Administration
- Expert Services and Testimony

YEARS OF EXPERIENCE: 40

EDUCATION:
Bachelor of Science, Environmental Engineering

PROFESSIONAL CERTIFICATION:
Professional Engineer, #45302, FL

JonesEdmunds

John Horvath, PE
Low-Pressure Sewer System Design

"I have been an engineer for over 36 years, serving as Project Manager, Project Engineer, and Lead Design Engineer on a variety of multi-disciplined projects, including wastewater master plans, septic to sewer conversion planning and design, water/wastewater treatment and transmission system design, land application reuse systems, and groundwater modeling. I am excited to be part of positive change in the environment that my family, friends, and future generations will enjoy."

John has extensive experience specializing in planning, analyzing, permitting, and designing wastewater, water, and reclaimed water systems for Florida municipalities. He has experience as a Project Manager, QC Engineer, Senior Engineer, and Lead Design Engineer on various septic to sewer design-related efforts in Citrus, Clay, Hernando, Marion, and Volusia County. John also contributed to the update of the Septic to Sewer Conversion guidance document coming out in early 2025. This informative guide on septic to sewer conversions in Florida was originally published by Jones Edmunds in 2018 for the Florida Water Environment Association Utility Council and Florida Department of Environmental Protection.

SELECTED PROJECT EXPERIENCE

The Southwest 5th Ave Low-Pressure Sewer System (LPSS) Sub to SEC | Okeechobee Utility Authority (OUA) | Task Manager | Jones Edmunds provided design and funding pursuit support with John providing LPSS design task management. The design of this LPSS project was completed and not bid. Interests by others for the implementation of a vacuum collection system followed.

Silver Springs Shores Septic to Sewer Design (3 Phases) | Marion County | Project Manager | John manages all three phases of this Progressive Design-Build project that includes hydraulic modeling, system sizing, permitting, lift station design, utility coordination, electrical service coordination, roadway reconstruction, septic tank abandonment, plumbing to connect water and wastewater, subsurface utility engineering, soil boring exploration, survey, and easement identification. The three design phases include approximately 1,400 service connections, 97,000 LF of gravity mains, and 17,000 LF of force mains.

Garcia Point Septic to Sewer Conversion | Citrus County | Project Manager and Engineer of Record | This STPO project included a combination gravity and low-pressure sewer collection/transmission system with 14 duplex grinder pump stations for 68 existing homes and 20 vacant parcels adjacent to the Homosassa River. oversaw the project team for the overall preliminary engineering report development, design, and permitting. John provided direct oversight of the project team for the overall preliminary engineering report development, design, and permitting aspects of the project.

Orange City Septic Tank Phase-Out Master Plan | Volusia County | Project Manager | John provided oversight as the Project Manager and helped evaluate options for removing septic tanks and providing centralized sewer collection with treatment at the Southwest Regional Wastewater Reclamation Facility.

Doctors Lake Septic Tank Phase-Out | Clay County Utility Authority | Project Manager | Jones Edmunds performed a Septic Tank Phase-Out Preliminary Engineering Study for converting houses on five streets on

AREAS OF SPECIALIZATION:
- Project Management
- QA/QC
- Water/Wastewater Planning and Design
- Land Treatment System Design and Analysis
- Hydraulic Analysis
- Evaluation of Site Conditions
- Contamination Remediation

YEARS OF EXPERIENCE: 36

EDUCATION:
Master of Engineering, Civil Engineering

Bachelor of Science, Civil Engineering

PROFESSIONAL CERTIFICATION:
Professional Engineer, #47093, FL

JonesEdmunds

BJ BUKATA, MS, PWS, AA
Project Scientist

"Plain and simple, I love what I do. I have led hundreds of listed wildlife species assessments, surveys, and wetland delineations and permitted over 100 projects throughout Florida with USFWS, FWC, USACE, or Water Management Districts. In addition, I have led or overseen numerous stream condition index and water quality sampling projects throughout Florida. As I always say, a day in the field is better than any day in the office."

BJ is a Jones Edmunds Senior Scientist who has worked in various capacities as a Natural Systems Scientist, GIS Analyst, and Project Manager. He has demonstrated comprehensive interdisciplinary experience necessary to analyze the environment and mitigate and permit impacts of infrastructure projects, including wetlands, water quality, aquatic and terrestrial wildlife, and ecology.

SELECTED PROJECT EXPERIENCE

Southwest Section Wastewater Service Area Septic to Sewer Project | Okeechobee Utility Authority (OUA) | Project Scientist | Jones Edmunds provided environmental assessment, engineering planning, design, and funding consulting aspects of the project, working with our teaming partner and colleagues. BJ completed the necessary studies and generated the necessary figures and supporting information to incorporate into the environmental report that was used to satisfy USDA RD loan application and FDEP permits.

Beverly Hills (West) Septic Tank Phase Out | JEA | Project Scientist | Jones Edmunds developed conceptual design alternates through final detailed design services for the gravity sewer system, low-pressure sanitary grinder pump system, water main distribution system, and new lift station within the Beverly Hills West project area. BJ was responsible for delineating jurisdictional wetlands, reviewing the project site for listed wildlife species, and preparing delineation maps for this project.

Lake City SR 47 Septic to Sewer | City of Lake City | Project Scientist | Jones Edmunds provided pre-design/preliminary engineering, surveying, permitting, and engineering design of two new master lift stations, approximately 2.5 miles of force main, approximately 1,400 LF of gravity main, 4-inch gas main design, and two horizontal directional drills under I-75. BJ performed field investigations.

Deep Creek Force Main Listed Wildlife Species and Wetland Delineation Assistance | Charlotte County | Project Scientist | BJ led field investigations, managed the project budget and schedule, and prepared and submitted the final report.

North Florida Mega Industrial Park WWTP | Columbia County | Project Scientist | BJ completed a listed wildlife species assessment of the WWTP site and generated a technical memorandum presenting results. He also delineated jurisdictional wetland lines for the proposed sprayfield site and assessed the area for listed wildlife species.

William Burgess Boulevard Reclaimed Water Main (Radio Avenue to Harts Road) | JEA | Project Engineer | BJ oversaw environmental permitting efforts, including wetlands, gopher tortoise surveys, and an ERP.

AREAS OF SPECIALIZATION:
- Wetland Ecology
- Wildlife and Habitat Assessments
- Water Quality
- Wetland Mitigation
- Environmental Reports for CWSRF and USDA RD WW Project Funding
- Environmental Permitting
- Geographic Information Systems

YEARS OF EXPERIENCE: 26

EDUCATION:
Master of Science, Wetlands Ecology

Bachelor of Science, Wildlife Ecology

PROFESSIONAL CERTIFICATION:
Professional Wetland Scientist, #1985, FL

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

JonesEdmunds

BRIAN ROSENFELD, GISP
GIS and Systems Analyst

"Since my early internships, I have been engaged with using GIS, databases, and programming to improve how we manage our natural resources. I will bring my expertise in applying GIS technology to provide OUA with data that enhances the master planning effort."

Brian is a Senior Systems Analyst at Jones Edmunds. He has experience with geodatabase design, ArcGIS Enterprise implementations, field data collection, and GPS mapping. His latest focus is analyzing water and wastewater utility asset management system data for key performance indicators and asset management scoring for asset lifecycle management.

SELECTED PROJECT EXPERIENCE

Water and Wastewater Master Plan for the Southwest Regional Utility Service Area | Polk County | GIS Analyst | Brian provided a GIS analysis of TAZ and census data for the design and development of water/wastewater systems that would accommodate projected population growth for Polk County. He also supported manipulating GIS data into suitable water/wastewater modeling inputs.

Cityworks Implementation | TOHO Water Authority | GIS Analyst | The TOHO Water Authority recently selected Jones Edmunds to implement Cityworks as their Enterprise Asset Management (EAM) throughout the Utility, replacing their existing system, Infor EAMS. Jones Edmunds is working on the Discovery phase while preparing for the first phase of implementation for their linear assets.

GIS Support Services | St. Johns County | Project Manager | Jones Edmunds is supporting St. Johns County with GIS services related to Cityworks maintenance, applications development, SQL Server reporting, and creating ArcGIS Dashboards and other web-based applications. Brian is the Project Manager providing technical support and GIS development.

FKAA Cityworks Implementation | Florida Keys Aqueduct Authority (FKAA) | GIS Systems Analyst | Brian was a GIS Systems Analyst on this project to support the FKAA for a multi-phase Cityworks implementation. The first phase was the needs assessment. It included discovery meetings with ten different departments, including IT, Finance, Customer Service, and their entire operations group, including lift stations, wastewater collection, water distribution, fleet, and water production. This was followed by Cityworks implementation. Brian assisted on the system architecture and data migration plan.

Hillsborough River/Tampa Bypass Canal Watershed Master Plan Update | Hillsborough County | GIS Analyst | Jones Edmunds updated the 600-square-mile watershed to reflect new developments, address comments from the County and SWFWMD on the previous plan, and convert the entire watershed model to SWMM5 and SWFWMD's GWIS format. The update incorporated new topographic information from more recent LiDAR. The project resulted in new floodplains, flood level-of-service, capital improvement projects, and other recommendations for flood protection. Brian provided QA/QC for terrain development, field data collection, and GIS development.

As-Built Digitizing FY 2016, Phases 1 and 2 | City of St. Cloud | Project Manager | Brian assisted with providing the City of St. Cloud with geospatial support to digitize as-built drawings into the City's existing GIS framework.

AREAS OF SPECIALIZATION:
- Geographic Information Systems (GIS)
- Remote Sensing
- Global Positioning Systems (GPS)
- Geodatabase Design
- Asset Inventory
- Asset Management
- Cityworks Implementation
- Asset Management System Staff Training

YEARS OF EXPERIENCE: 24

EDUCATION:
Master of Science, Natural Resources Management

Bachelor of Science, Forest Resources Management

PROFESSIONAL CERTIFICATION:
Geographic Information Systems Professional (GISP), #00066790, FL

JonesEdmunds

CCI Connect Consulting, Inc.
Water Resource Consultants

David S. Robertson, P.G.
Principal Hydrogeologist
Connect Consulting, Inc.

Mr. Robertson has over 30 years of experience as a licensed Professional Geologist (PG) and hydrogeologic consultant responsible for the technical, financial, and administrative management of numerous water resources projects and environmental assessment and remediation projects in Florida, the Bahamas, the Caribbean Basin, and Latin America.

Education
BS in Geology, 1986, Florida Atlantic University

Employment History
2006 to present - Connect Consulting, Inc., President/Principal Hydrogeologist
1988 to 2006 - Arcadis/Blasland, Bouck and Lee, Inc., Associate/Sr. Hydrogeologist
1986 to 1988 - U.S. Biosystems, Inc., Field Geologist

Relevant Experience
Mr. Robertson has been based in Florida throughout his professional career and is currently working on water resource and wastewater disposal projects throughout Florida, the Bahamas, and the Caribbean basin. Previously, Mr. Robertson managed a 25-person office focused on water resources and environmental assessment/remediation consulting with projects in Florida, the Bahamas, and the Caribbean Basin.

Water Resources / Wastewater Management
Mr. Robertson is currently involved with several turnkey water supply projects, well field expansion projects, and Consumptive/Water Use Permit (CUP/WUP) projects in Florida, the Bahamas, and the Caribbean. He also has expertise in wastewater disposal by rapid infiltration basins and injection wells. He has extensive experience in dewatering projects for the installation of sewer mains and underground facilities. Over the past 30 years, Mr. Robertson has managed water supply planning, reuse and disposal projects, numerous water use ermit applications including the development of supporting groundwater models, and development of Alternative Water Supply (AWS) from non-traditional groundwater resources throughout Florida.

Well Evaluation / Rehabilitation / Modification
Mr. Robertson has significant experience in the hydrogeologic evaluation, rehabilitation, and/or modification of existing water wells to address decreased production and/or water quality issues. Well evaluation tasks include conducting static and dynamic geophysical logging, borehole video surveys, well performance testing, field water quality testing, and hydrogeologic report preparation. Well modification and rehabilitation activities include, design and installation of liner casings, back plugging of boreholes, chemical and mechanical rehabilitation to restore decreased production and/or address water quality, and additional well modifications to improve production and/or site-specific water quality issues. A partial list of clients that Mr. Robertson has worked for included the following:

- City of Bunnell
- City of Palm Coast
- Flagler County
- City of Cocoa
- Volusia County
- Seminole County
- City of Orange City
- City of Ft. Pierce
- City of Winter Springs
- City of Deland
- City of St. Augustine
- City of Casselberry

Professional Licenses / Memberships
Professional Geologist - Florida License No. 1625
Florida Section American Water Works Association
Southeast Desalting Association
Caribbean Desalination Association

1210 Emmel Road · Lake Helen, Florida 32744 · 386-473-7766 · drobertson@cciwater.com

CCI Connect Consulting, Inc.
Water Resource Consultants

James L. Andersen, P.G.
Principal Hydrogeologist
Connect Consulting, Inc.

Jim Andersen is responsible for CCI South Florida operations, project management, technical oversight, well design, permitting and construction phase services team leader. He has extensive groundwater experience, having developed monitoring and supply wells in every aquifer system in South Florida. Mr. Andersen is also the president of JLA Geosciences, Inc. a Jupiter based hydrogeologic services company.

Select Project Experience

Mr. Andersen has 40 years working experience in hydrogeology, groundwater water resource investigations, wastewater disposal planning, gravity sewer and force main construction planning, permitting and dewatering, rapid infiltration basins, injection well design, permitting, construction and operational testing, well design and construction, well rehabilitation, groundwater monitoring, analysis of water quality data. He has been responsible for the completion of hundreds of fresh, brackish, seawater water supply wells and injection wells in Florida, Bahamas, Virgin Islands and Bermuda.

Permitting and Environmental Monitoring - Loxahatchee River District (LRD) Jupiter Inlet Colony Sewer Project

Client Name: Loxahatchee River District, Chris Dean, P.E. 2500 Jupiter Park Drive, Jupiter FL, 33458: (561) 747-5700; Year Completed: 2018; Project Cost: $71,160.00; The project included the preparation of a SFWMD permit application for dewatering for gravity sewer installation, groundwater monitoring plan for residential well water quality monitoring on the barrier island, and monitoring of discharge water into the adjacent Loxahatchee River. water quality monitoring, daily turbidity and weekly chloride monitoring of surface water discharge, and periodic water quality monitoring of 28 residential irrigation wells located on the island.

Deep Injection Well – Town of Jupiter Florida, Water Utilities Department

Client Name: Town of Jupiter, Amanda Barnes, P.E., 210 Military Trail, Jupiter FL, 33458: (561) 741-2270; Year Completed: On-going; Project Cost: $20,000,000.00; Assisted with the preparation of the Town of Jupiter deep injection well permit application to the Florida Department of Environmental Protection (FDEP) Underground Injection Control department for the construction of one (1) 26-inch by 16-inch cemented tubing deep injection well and one (1) dual zone monitoring well at the Town's water treatment plant. The project consisted (consists) of design, permitting, bidding, construction and testing of the DIW system. It is anticipated to be completed in 2026.

Deep Injection Well - Palm Beach County Water Utilities Department, Water Treatment Plant No. 2

Client Name: PBCWUD, Ali Bayat, 8100 Forest Hill Blvd, WPB, FL, 33413: (561) 493-6000; Year Completed: 2016; Project Cost: $16,000,000; Provided hydrogeologic consulting services in the design, permitting construction and testing of one (1) UIC cemented tubing and packer deep injection well and one (1) dual zone monitor well. Project is largely complete.

South Florida Wellfield Development / Membrane Treatment Supply

Mr. Andersen has has extensive expertise in developing wells completed in the surficial, Biscayne and Floridan Aquifers in Dade, Broward, Palm Beach, Martin, St Lucie, Indian River, Okeechobee, Lee, Collier and Monroe Counties.

Education

BS in Geology, 1985, Florida Atlantic University

Professional Licenses / Memberships

- Prof. Geologist - FL License No. 1103
- American Membrane Treatment Association
- Southeast Desalting Association
- Florida Association of Professional Geologists
- Geological Society of America
- International Association of Hydrogeologists

5) FIRM LICENSES

CHA Consulting, Inc.

Florida dbpr Department of Business & Professional Regulation

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LICENSEE DETAILS

3:44:50 PM 8/22/2024

Licensee Information

Name:	CHA CONSULTING, INC. (Primary Name)
Main Address:	575 BROADWAY ALBANY New York 12207
County:	OUT OF STATE

License Information

License Type:	Engineering Business Registry
Rank:	Registry
License Number:	28386
Status:	Current
Licensure Date:	01/29/2009
Expires:	

Note: FDBPR stopped issuing certificates in 2020. CHA's engineering license number is 28386.

CHA Consulting, Inc. is active and in good standing with the Florida Department of State under document number F08000004937 (see below).

State of Florida
Department of State

I certify from the records of this office that CHA CONSULTING, INC. is a New York corporation authorized to transact business in the State of Florida, qualified on November 17, 2008.

The document number of this corporation is F08000004937.

I further certify that said corporation has paid all fees due this office through December 31, 2024, that its most recent annual report/uniform business report was filed on January 9, 2024, and that its status is active.

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

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Ninth day of January, 2024

Secretary of State

Tracking Number: 3152633750CC

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

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

Sumner Engineering & Consulting, Inc.

LICENSEE DETAILS

Licensee Information

Name:	SUMNER ENGINEERING & CONSULTING, INC. (Primary Name)
Main Address:	393 SW 67TH DRIVE OKEECHOBEE Florida 34974
County:	OKEECHOBEE

License Information

License Type:	Engineering Business Registry
Rank:	Registry
License Number:	32092
Status:	Current
Licensure Date:	05/09/2017
Expires:	

Jones Edmunds & Associates, Inc.

LICENSEE DETAILS

Licensee Information

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

License Information

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

Connect Consulting, Inc.

LICENSEE DETAILS

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

Licensee Information

Name:	CONNECT CONSULTING, INC. (Primary Name)
Main Address:	261 N. LAKEVIEW DRIVE LAKE HELEN Florida 32744
County:	VOLUSIA

License Information

License Type:	Geology Business Information
Rank:	Business Info
License Number:	
Status:	Current,Active
Licensure Date:	10/18/2001
Expires:	

6) CERTIFICATE OF LIABILITY INSURANCE

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 7/30/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ames & Gough 859 Willard Street Suite 320 Quincy MA 02169	**CONTACT NAME:** **PHONE (A/C, No, Ext):** 617-328-6555 **FAX (A/C, No):** 617-328-6555 **E-MAIL ADDRESS:** boston@amesgough.com
INSURED CHAHOLDING CHA Consulting, Inc. 3 Winners Circle Albany, NY 12205	**INSURER(S) AFFORDING COVERAGE** — **NAIC #** **INSURER A :** Phoenix Insurance Company A++, XV — 25623 **INSURER B :** Travelers Indemnity Company, A++, XV — 25658 **INSURER C :** Berkshire Hathaway Specialty Insurance Company — 22276 **INSURER D :** Travelers Indemnity Co. of America A++, XV — 25666 **INSURER E :** **INSURER F :**

COVERAGES **CERTIFICATE NUMBER:** 1434839594 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X **COMMERCIAL GENERAL LIABILITY** CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY X PRO-JECT X LOC OTHER:			630-7E170386	8/1/2024	8/1/2025	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$ 1,000,000 $ 500,000 $ 15,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $
D	**AUTOMOBILE LIABILITY** X ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS X HIRED AUTOS X NON-OWNED AUTOS			810-4S407410	8/1/2024	8/1/2025	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$ 1,000,000 $ $ $ $
B	X **UMBRELLA LIAB** X OCCUR **EXCESS LIAB** CLAIMS-MADE DED X RETENTION $ 10,000			CUP-4S539836	8/1/2024	8/1/2025	EACH OCCURRENCE AGGREGATE $	$ 15,000,000 $ 15,000,000 $
A	**WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N: N **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		UB-4S429322	8/1/2024	8/1/2025	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000
C	Professional Liability & Pollution			47-EPP-308429-06	8/1/2024	8/1/2025	Per Claim Limit Aggregate Limit	$6,000,000 $10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

All coverages are in accordance with the policy terms and conditions. If AI box is checked, GL Endorsement Form #CGD604, Auto AI #CAT499 to the extent provided therein applies and all coverages are in accordance with the policy terms and conditions.
Evidence of Coverage The A&E Professional Liability policy listed above includes Pollution Liability coverage.

CERTIFICATE HOLDER

CHA Consulting, Inc. - Coral Springs, FL
4700 Riverside Drive, Suite 110
Coral Springs FL 33067
USA

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

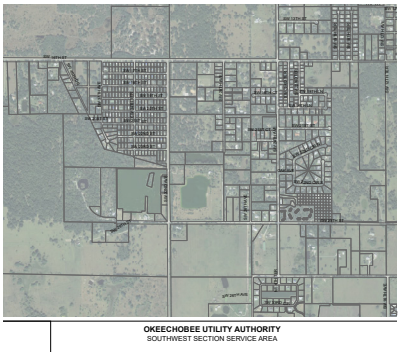
Jared Maxwell

PREPARED FOR:

OKEECHOBEE UTILITY AUTHORITY
John Hayford, PE, Executive Director
100 SW 5th Avenue
Okeechobee, FL 34974-4221

FOR MORE INFORMATION, PLEASE CONTACT:

DOUGLAS HAMMANN, PE
Project Manager
T: (954) 510-4700
E: DHammann@chasolutions.com



Okeechobee Utility Authority

Request for Qualifications/Proposals:

NE Glades County Wastewater Master Plan

January 9, 2025

Holtz Consulting Engineers, Inc.
425 SW Park Street, #8
Okeechobee, FL 34972
Phone: (863) 824-7200

HOLTZ CONSULTING ENGINEERS

NE Glades County Wastewater Master Plan
Request for Qualifications/ Proposals

Table of Contents

HOLTZ CONSULTING ENGINEERS, INC.
425 SW Park St., Suite #8, Okeechobee, FL 34972
Phone: (863) 824-7200 - Fax: (561) 575-2009

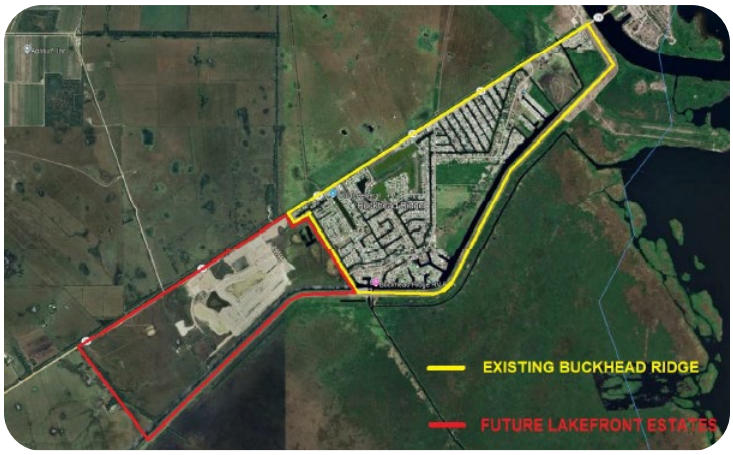
January 9, 2025

HAND DELIVERED
John Hayford, PE
Executive Director
Okeechobee Utility Authority
100 SW 5th Avenue
Okeechobee, Florida 34974-4221

Subject: **Holtz Consulting Engineers, Inc. (HCE)**
Request for Qualifications/Proposals for NE Glades County Wastewater Master Plan

Dear Mr. Hayford and Selection Committee Members,

Holtz Consulting Engineers, Inc. (HCE) is pleased to submit our proposal to provide professional engineering planning services for the NE Glades County Wastewater Master Plan project for Okeechobee Utility Authority (OUA). HCE staff thoroughly enjoy working with OUA staff on the current SR78 Water Main Improvements and Mallard Landing Sewer Expansion projects. We have also been happy to successfully complete the King's Bay Water Main Extension, Pine Ridge Park Water and Wastewater Systems Improvements, Connor Gables Water Main, SE 8th Avenue Water Main Replacement, and US 441 SE Water Main Replacement projects. We are looking forward to having the opportunity to continue our great working relationship and mutual success on the NE Glades County Wastewater Master Plan as well.



HCE's familiarity with the NE Glades County project area and our experience and knowledge on wastewater planning projects will result in a comprehensive NE Glades County Wastewater Master Plan

HCE is a local engineering firm that specializes in providing quality, cost-effective, and responsive service to water and wastewater utilities in southeast Florida, with offices in Okeechobee, Jupiter, and Stuart. Our engineering staff has extensive experience in planning and designing wastewater system improvements for a variety of communities. We believe that OUA will benefit from selecting HCE to develop a Master Plan for NE Glades County because of HCE's current experience on OUA projects, our understanding of your utility and priorities, our extensive staff experience with wastewater system planning and design, and our commitment to the success of OUA.

OVERVIEW OF HOLTZ CONSULTING ENGINEERS

HCE is committed to assisting local water and wastewater utilities such as OUA with responsive, efficient, and cost-effective engineering services. Our staff has the qualifications, experience, and availability to provide the highest level of service to OUA on the NE Glades County Wastewater Master Plan project. We have provided similar engineering planning and design services to other local utilities and municipalities recently, and we look forward to the opportunity to provide this expertise to OUA.

HCE has the staff expertise and availability to immediately assist OUA with this important planning project

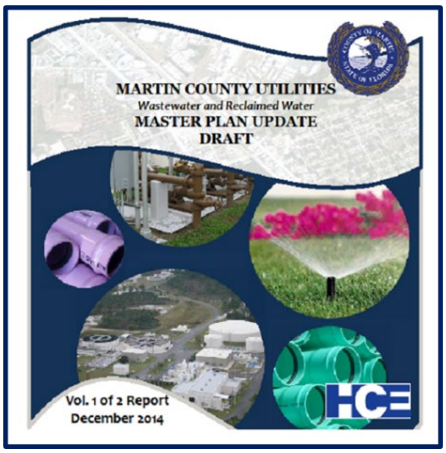
HCE has the expertise and experience necessary in-house to successfully accomplish all the required tasks to develop this Master Plan. We currently have fourteen professional engineers, one engineering intern, one experienced designer/drafter, two master modelers, and one office manager within our three offices. Our staff has the qualifications, experience, and availability to provide the highest level of service to OUA, and we are committed to meeting all OUA's project expectations. Christine Miranda, PE, your Project Manager for the Wastewater Master Plan, has been serving as HCE's project manager for OUA for the last nine years, and will continue to work closely with OUA managers and staff, our engineers, and project stakeholders to ensure that outstanding service is provided. A summary of our key personnel for this project, including our office location, is provided in **Tab B**. We do not anticipate that any sub-consultants will be necessary to complete this project.

HCE's principals include: Andrea Holtz, President; David Holtz, Senior Vice-President; Curtis Robinson, Vice President; Christine Miranda, Vice President; and Stephen Fowler, Vice President. All of our principals are based out of our Jupiter office, 270 South Central Blvd., Suite 207, Jupiter, FL 33458. They may be reached by phone via our main number, (561) 575-2005. We declare that this submission is made without collusion with any other persons or entities submitting a proposal to this request for qualifications/proposals.

Our firm has a wide breadth of experience in engineering planning and design. We have successfully assisted many local clients with master planning, capital improvement planning, budgeting assistance, and asset management. We are highly skilled in hydraulic modeling of water distribution and wastewater collection systems, and two of our engineers are certified Master Modelers. Our staff includes engineers who specialize in report preparation, ensuring that the final NE Glades County Wastewater Master Plan is a useful deliverable to OUA that will be highly valuable in planning and implementing selected system improvements into the future.

Our firm specializes in providing utility engineering services to utility clients in south Florida, and our practical knowledge will inform the planning efforts for this project. Our engineering and management expertise include wastewater collection and transmission systems; pump station

design and rehabilitation; wastewater treatment, reuse, and disposal; water supply and treatment; and permitting and construction management services. HCE's understanding of the entire process from concept to construction will ensure that the proposed design alternatives are consistent with applicable permitting requirements and are practical for future implementation. A summary of our related project experience can be found in **Tab C**.



HCE's successful experience on several master plans and modeling efforts will benefit OUA on this project.

HCE has a longtime relationship with Martin County Utilities for master planning and modeling, and we are currently assisting the City of Port St. Lucie and South Martin Regional Utility with wastewater master plans specifically designed to meet their individual needs. These efforts are highlighted in **Tab C**. We have assisted clients in assessing existing infrastructure and determining the most cost-effective ways to provide wastewater service to both existing and future areas of development. Our planning efforts have successfully led to the design and construction of wastewater improvements, and we have often assisted clients in taking improvements all the way from the planning phase to construction and operation.

Based on our experience, we are proposing a comprehensive table of contents for the future NE Glades County Master Plan, as detailed in **Tab D**. HCE has the capabilities in-house to provide a complete hydraulic model of the NE Glades County project area, if desired by OUA. We are also able to offer cost estimate information according to OUA's needs, including potential phasing, initial cost to construct, and estimates of operating costs over time. We pride ourselves on listening and understanding the needs of our clients, and the proposed table of contents can be adapted as needed to meet the requirements of OUA for this project.

We are committed to the success of all of our projects and the clients that we serve. Our knowledge of the NE Glades County area will allow us to hit the ground running when authorized by OUA to begin work on this important master plan. Our staff is available and committed to work on the NE Glades County Master Plan immediately. We have provided further details on our availability, our understanding of the project scope, and our project approach in **Tab E**. Please also read the letters of recommendation we have included in this section to hear about our performance and how easy we are to work with.

HCE is skilled in assessing a planning approach to fit individual client needs for existing and future development

WHY SELECT HCE?

OUA will benefit from the qualifications, experience, and efficient structure of HCE. We are a

Florida firm with the qualifications and experience necessary to get the job done right, and the responsiveness and flexibility to do it quickly and cost effectively. All of the members of our firm are actively involved in providing engineering service to our clients. We therefore have very low overhead and can provide outstanding value to OUA. As we have demonstrated with our past project history with OUA as well as with our other legacy clients, we are interested in a long-term professional relationship with OUA and will therefore endeavor to provide quality and value in all assignments in which we are entrusted.

Out of all the consulting firms submitting proposals to OUA, why select HCE? Because we are a focused water and wastewater utility engineering firm with the staff resources, expertise and experience to help OUA evaluate and implement improvements to your wastewater collection system in a responsive and efficient manner. HCE is committed to helping OUA plan confidently for future system improvements, and has experienced personnel in-house with the necessary ability and availability. To summarize:

- The HCE Team has the qualifications, expertise and experience to provide excellent utility planning and modeling service to OUA and meet all your project budget and schedule requirements.
- We do not anticipate needing any sub-consultants to complete this project.
- ***HCE is committed to delivering top-notch service to OUA and the successful completion of this project. We have thoroughly enjoyed working with OUA since 2015 and are looking forward to having the opportunity to continue to provide outstanding service to OUA.***

We appreciate the opportunity to submit our proposal for Professional Engineering Services for the NE Glades County Wastewater Master Plan and commit to providing responsive and effective engineering planning services for this project. We look forward to hearing from you and welcome the opportunity to discuss the benefits to OUA of selecting Holtz Consulting Engineers, Inc. as your professional engineering consultant for this project.

Sincerely,
HOLTZ CONSULTING ENGINEERS, INC.

Christine Miranda, PE
Vice President

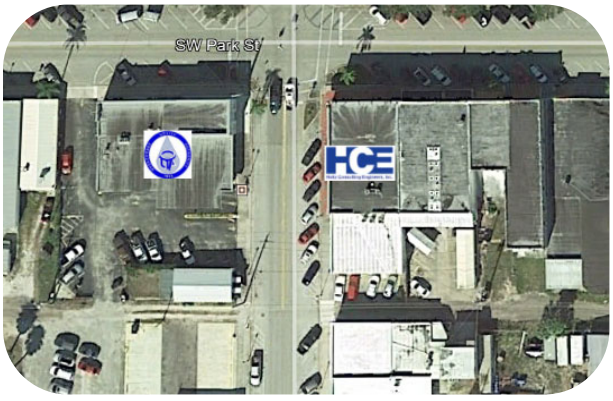
TAB B: LOCATION AND PERSONNEL

B.1 OVERVIEW OF HOLTZ CONSULTING ENGINEERS, INC.

Holtz Consulting Engineers, Inc. (HCE) was founded in March 2006 in Palm Beach County to assist counties, cities, and utilities such as OUA with high-quality, responsive, and efficient engineering services on utility improvement projects. We have demonstrated our commitment to providing excellence and value on numerous successful projects over the past eighteen years. We are currently successfully providing engineering services to several other local entities and have the expertise and experience necessary to accomplish all required tasks related to OUA's NE Glades County Wastewater Master Plan project.

HCE's central headquarters in Jupiter allows us to provide responsive and efficient engineering service to all our clients, including OUA

HCE staff provide significant experience and capabilities in planning projects, including implementation, hydraulic modeling, condition assessments, analysis, preliminary design, and final design and construction services. Our firm prides itself on providing comprehensive engineering planning to local utilities, with an emphasis on listening and understanding the individual needs of each Client. As long-time residents of the area and members of the community, we are committed to the success of all of our projects and the Clients that we serve. We are eager to have the opportunity to provide OUA with quality engineering services for this project.



HCE's Okeechobee office is located in downtown Okeechobee. Our proximity to the OUA offices allows us to quickly respond to the needs of the OUA.

B.2 LOCATION OF CORPORATE HEADQUARTERS

HCE's corporate headquarters is located in Jupiter, Palm Beach County, with branch offices in Okeechobee and Stuart. For this project, the assessment, modeling, and analysis work will be conducted out of our headquarters in Jupiter. Our Okeechobee office will provide support for this planning project as needed.

Corporate Headquarters - Jupiter, Florida
270 S. Central Boulevard, Jupiter, FL 33458

Branch Office - Okeechobee, Florida
425 SW Park St. #8, Okeechobee, FL 34972

Branch Office - Stuart, Florida
607 SW St. Lucie Crescent, Stuart, FL 34994

B.3 KEY PROJECT PERSONNEL

For this project, all work will be completed in-house by HCE staff. Our engineers have extensive planning, modeling, and design experience. HCE currently has fourteen professional engineers and one engineering intern (EI) project engineer on staff, one designer/drafter, and four construction managers/inspectors. Two of our engineers are certified Master Modelers. The firm's founders, Andrea and David Holtz, each bring to their clients over 38 years of comprehensive engineering and management experience. Ms. Holtz is President of HCE and is responsible for overall business management of the firm and has assisted local utilities in obtaining more than $100 million dollars in grant funding. Mr. Holtz specializes in water and wastewater engineering and has worked as a consulting engineer in South Florida since 1986. His experience includes long-term general engineering consulting for several utilities and implementation of major utility projects in the area. Christine Miranda has extensive successful prior experience with Okeechobee Utility Authority and has managed all of HCE's design projects for OUA in the past and will continue to do so in the future. Christine is an accomplished professional engineer with over 25 years of water and wastewater distribution, and collection system design, construction management and client service experience. Christine will continue to focus on delivering exceptional service to OUA. She is a very effective project manager and ensures successful completion of all projects, from small, fast-paced projects to large projects with numerous disciplines and subconsultants. Christine has also

Christine Miranda is an experienced project manager who will provide top-notch service to Okeechobee Utility Authority

provided outstanding service to local utilities for many years and has a comprehensive understanding of water distribution and wastewater collection systems and the challenges that local utilities face in providing cost-effective and environmentally-sound water and wastewater service to their customers.

HCE staff have the capabilities to complete all tasks for the NE Glades County Wastewater Master Plan, and no subconsultants will be needed for this project. Our project team will include:

- Peter Van Sickle will be assisting Christine on this project, and is currently managing the State Road 78 Water Main Improvements project for OUA. He brings over 15 years of experience in providing engineering services to utilities in southeast Florida and the Midwest.
- Matthew Paymer has extensive engineering design and modeling experience and has contributed to several successful OUA projects.
- Kristin Fecko and Taylor Lenney are licensed engineers who specialize in report preparation and writing.
- Larry Lardieri, Curtis Robinson, Stephen Fowler, and Ben Fecko provide extensive planning, design, and construction management expertise.
- Harrison Barron, Kelley Conboy, and Brad Gilbert are dedicated and energetic project engineers that will provide responsive service and value to OUA.

OUA will immediately benefit from HCE staff's experience and expertise in wastewater collection system engineering and our comprehensive understanding of the challenges and responsibilities of running a successful utility. All the members of HCE are actively engaged in providing service to our clients, with minimal overhead staff. HCE's streamlined organization and structure allows us to provide efficient and responsive service to OUA. Our staff specializes in water, wastewater, and reclaimed water engineering and as a group has extensive experience providing high-quality service to local utilities.

An organizational chart for our team is provided on the following page, followed by selected resumes.

Okeechobee Utility Authority

Project Manager: Christine Miranda, PE

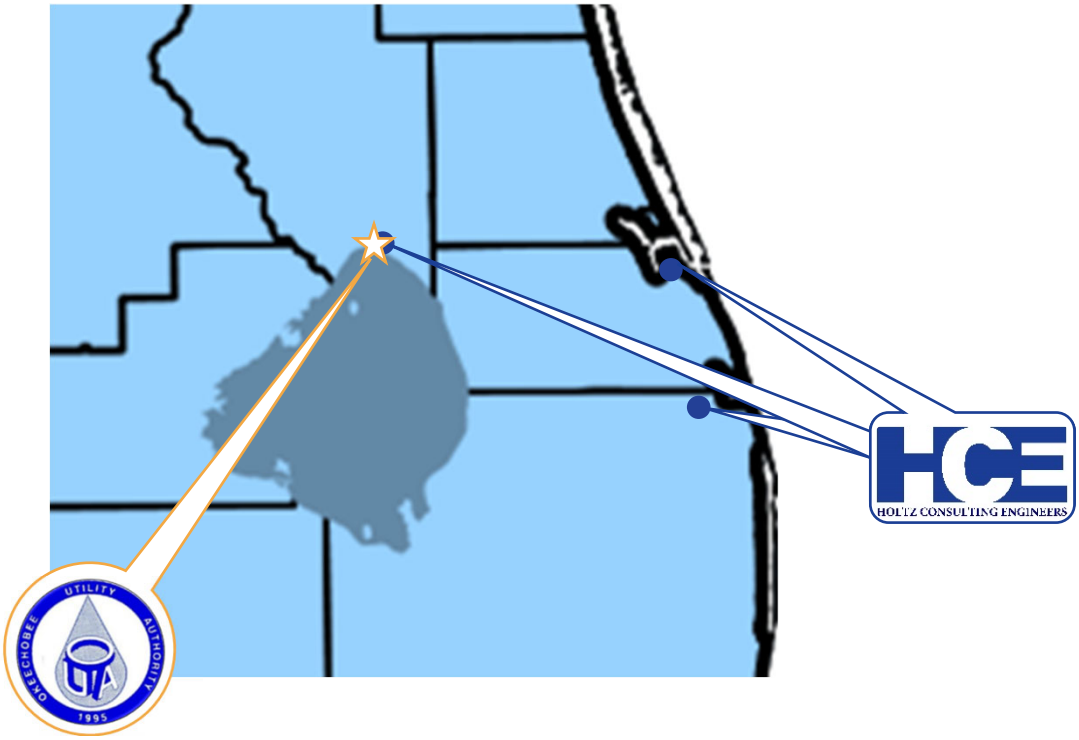
Senior Engineers
Peter Van Sickle, PE
Benjamin Fecko, PE
Curtis Robinson, PE
Steve Fowler, PE, CGC

Hydraulic Modeling
Matthew Paymer, PE

Project Engineers
Harrison Barron, PE
Kelley Conboy, PE
Brad Gilbert, EI

Report Writing
Christine Miranda, PE
Kristin Fecko, PE
Taylor Lenney, PE

QA/QC
Larry Lardieri, PE
David Holtz, PE, BCEE



Christine Miranda, P.E.
Project Manager
Holtz Consulting Engineers, Inc.

Christine Miranda has been a Client Service Manager and Project Manager with Holtz Consulting Engineers, Inc. since 2012. Ms. Miranda is experienced in successfully managing multiple projects, from small, fast paced projects to large projects with numerous disciplines and subconsultants. She brings over 25 years of experience in the design of water treatment and distribution systems, pumping stations, permitting, and SRF funding assistance.

Project Related Experience

City of Stuart Reverse Osmosis Water Treatment Plant- City of Stuart - HCE is responsible for the design of the stormwater management, site work, and yard piping for this 1.5 MGD upgrade to the City of Stuart Water Treatment Facility. The project also included a design of an approximate one-mile 12" RO concentrate force main from the water treatment plant to a deep well injection at the wastewater plant. The site work consisted of new driveways, fencing, stormwater management including two rain gardens, and yard piping to connect the new and existing facilities. Permitting was required through FDEP for the stormwater management and the City of Stuart for the site plan and associated work. HCE is also responsible for the State Revolving Fund (SRF) administration during construction for this project.

iSIP Projects Neighborhood Water Main and Force Main Replacements – City of Boca Raton– HCE is providing utility locating, geotechnical investigation, survey, design, permitting, bidding and construction services for infrastructure improvements in three neighborhoods. The upgrades generally include construction of larger diameter water mains to replace aged mains, relocation and elimination of rear water service lines, as well as roadway, stormwater, and sidewalk improvements. HCE has completed the design, permitting, and construction of the Country Club Village and SW 18th Street neighborhood, which included a 16-inch water main under Interstate-95, and the SW 12th Ave corridor.

Water Distribution Improvements - City of Stuart Project included design, permitting, and Florida Department of Environmental Protection (FDEP) State Revolving Fund funding assistance, of approximately 59,000 linear feet of 6-inch through 12-inch water mains in existing residential neighborhoods and commercial developments for the City of Stuart. The new mains replaced inadequately sized mains, looped dead ends, old mains, and increase fire protection for the City. The mains are located in City, County, and FDOT right-of-ways.

Pine Ridge Park Water and Wastewater System Improvements – Okeechobee Utility Authority – This project connected the existing 150 customers within the Pine Ridge Park service area to Okeechobee Utility Authority's (OUA) water and wastewater system. Project included preliminary design and routing analysis, design, permitting, and bidding of water distribution system and wastewater collection improvements.

Port St. Lucie Blvd. Utility Adjustment Plans– City of Port St. Lucie – This project includes preparation of water and sewer utility adjustment engineering plan sheets for three separate projects along Port St. Lucie Blvd. Plan and profile utility sheets based upon FDOT standards were prepared based upon the contract roadway and drainage plans. Utility adjustments for both the water and sewer system included adjustments in place, relocations of several portions of water main and force main systems within the project corridor, and the inclusion of additional fittings and/or extension of mains to provide connections for future development.

Turtle Creek Septic to Sewer Conversion – Loxahatchee River District – HCE assisted the Loxahatchee River District with the implementation of a sanitary sewer conversion program throughout the Turtle Creek community in Tequesta. This project included the survey, design, permitting, bidding, and services during construction of approximately 12,000 linear feet of new sewer systems to serve 138 residences which were previously on septic systems. This project included both gravity sewer and low-pressure force main installation.

Education

Bachelor of Science in BioResource Engineering, Rutgers University, 1999

Registration

Professional Engineer, Registration No. 60906, State of Florida

Professional Affiliations

Florida Water Environment Association, Past Director-At-Large

Curtis Robinson, P.E.
Senior Engineer
Holtz Consulting Engineers, Inc.

Curtis Robinson joined Holtz Consulting Engineers, Inc. in 2009. Mr. Robinson has over 20 years of experience in the design, permitting and construction administration of water, wastewater, and reclaimed water projects. He has worked on projects in Martin County and neighboring counties totaling over $120 million.

Project Related Experience

Water Distribution Improvements - City of Stuart Project included design, permitting, and Florida Department of Environmental Protection (FDEP) State Revolving Fund funding assistance, of approximately 59,000 linear feet of 6-inch through 12-inch water mains in existing residential neighborhoods and commercial developments for the City of Stuart. The new mains replaced inadequately sized mains, looped dead ends, old mains, and increased fire protection for the City. The mains were located in City, County, and Florida Department of Transportation right-of-ways.

Tropical Farms and North WWTPs RAS/WAS Pump Stations – Martin County Utilities– HCE provided design, permitting, contractor procurement, and services during construction for the replacement of the existing Return Activated Sludge (RAS)/Waste Activated Sludge (WAS) Pump Station at the North WWTP, and replacement of two RAS pumps and the addition of two WAS pumps at the Tropical Farms WWTP. All of the new RAS/WAS pumps were dry-pit mounted chopper-style pumps. The projects included hydraulic calculations to allow the WAS pumps to discharge to two different treatment locations. The pump stations and piping were designed to allow the new pump stations to be placed into operation prior to the demolition of the existing pump station, and to minimize disruptions to plant operations.

Martin Downs Inline Booster Pump Station – Martin County Utilities and Solid Waste Department – HCE provided preliminary and final design, permitting, bidding and construction administrative services for an in-line booster pump station at the Martin Downs Master Re-pump Facility. The project included a new pump station with four new duty and jockey chopper-style pumps with VFDs and controlled on influent pressure. Two equalization tanks were included for emergency storage and operations flexibility. The project also included two new vacuum truck off-loading stations and a new submersible lift station An existing booster pump station and submersible pump station were demolished.

Jensen Beach Force Main Extension – Martin County Utilities and Solid Waste Department - HCE provided professional engineering services for the replacement of an existing above-grade ductile iron force main installed on the bridge from the mainland to Hutchinson Island. The existing force main was replaced with a new below-grade HDPE force main constructed via the horizontal directional drill method. In addition to the preparation of engineering plans and specifications, HCE provided permitting services to obtain permits from the Florida Department of Environmental Protection, the Army Corp of Engineers, and the Florida Department of Transportation.

Wastewater and Reclaimed Water Master Plan Development – Martin County Utilities- HCE assisted MCU with updating their 2007 wastewater and reclaimed water master plan. The master plan was updated based on more recent information regarding wastewater treatment plant flow projections, development in the service area and wastewater infrastructure improvements made since 2007. An evaluation of the County's wastewater transmission system was performed to accommodate potential future growth and the conversion of all of the approximately 16,000 existing septic systems located in the County's Utility Service Area. The reclaimed water model was revised to reflect future potential reclaimed water customers.

Education

Bachelor of Science in Civil Engineering, Missouri S&T, 2001
Master of Science in Engineering Management, Missouri S&T, 2003

Registration

Professional Engineer, Registration No. 65685, State of Florida

Stephen Fowler, P.E., CGC
Senior Engineer
Holtz Consulting Engineers, Inc.

Mr. Fowler has over 19 years of experience in the design, permitting, and construction of projects that include water and wastewater treatment, pipelines, pump stations, production and injection wells, and reclaimed water production. Mr. Fowler also has experience in construction cost estimating and project management for underground utility general contractors, and in 2016 he obtained his general contractor's license.

Project Related Experience

Village of Palm Springs– Well No. 9 Replacement – Project manager for the engineering and hydrogeological services for the design, permitting, bidding, construction, and testing required to reconstruct one existing surficial aquifer production well in place. HCE performed all coordination with FPL for the design and temporary relocation of existing overhead power lines required to reconstruct the well. HCE completed the design, permitting, and bidding and will provide construction services.

Village of Palm Springs– Kudza Rd Lift Station Emergency Generator – Project manager for the engineering and construction services for the design, permitting, bidding, and services during construction for the installation of an emergency generator and automatic transfer switch at the Kudza Road Lift Station. HCE performed the design, permitting, and bidding and will provide construction services.

Lift Station 12 Improvements– City of Lake Worth Beach – Project manager that provided engineering, permitting, and construction services for a new submersible pump station to replace the existing pump station at the Palm Beach State College Lake Worth Campus. The existing pump station was a two-story building with a below-grade dry pit and wet well. Once the new lift station was complete and in-service, the existing station was taken-offline and demolished.

Emergency Lift Station No. 88 Force Main Replacement– Seacoast Utility Authority – Mr. Fowler was the project manager for the survey, design, permitting, and construction of approximately 1,500 LF of 8" force main along Hood Road and the rehabilitation of Lift Station No. 88 including cleaning and recoating of the wet well, replacing the base plates, base elbows, riser piping, and all above-grade valves and piping. Also included is the disassembly and removal of the temporary force main and all restoration.

Hood Road 36-inch Raw Water Main– Seacoast Utility Authority – Mr. Fowler was the project manager for the survey, design, permitting, bidding and construction engineering services for 3,200 linear feet of 36-inch raw water main located in easements and right-of-ways along Hood Road in Palm Beach Gardens, Florida. Over 3,600 linear feet of fiber optic conduit was also designed and constructed as part of the project. The project included multiple pipe materials which were installed via both open-cut and directional drill methods.

North Palm Beach Water and Wastewater Infrastructure Improvements – Seacoast Utility Authority – Mr. Fowler was the project manager for the installation of approximately 1,000 feet of new 6-inch HDPE and DIP force main along Lighthouse Drive and under the North Palm Beach Waterway, via horizontal directional drill methods and open cut methods, and installation of approximately 900 feet of 6-inch DIP water main along Riverside Road. The project also included 650 feet of 8-inch DIP water main installed via open cut and approximately 420 feet of 8-inch water main installed via horizontal directional drill methods under the North Palm Beach Country Club Golf Course.

Lift Station Asset Inventory – Palm Beach County Water Utilities Department (PBCWUD) – Project engineer for the engineering services to develop detailed asset inventories to capture asset data information for lift stations throughout the PBCWUD service area. In total, data for over 20,500 assets was collected for the 969 stations, with approximately 42,000 individual attributes captured for uploading into the PBCWUD Maximo system for lift stations.

Education

Bachelor of Science in Environmental Engineering, University of Florida, 2003

Registration

Professional Engineer, Registration No. 69039, State of Florida

Certified General Contractor, Florida, Registration No. CGC1525114

David Holtz, P.E., BCEE
Vice President
Holtz Consulting Engineers, Inc.

David Holtz is co-founder of Holtz Consulting Engineers and helps oversee the management of the company and execution and quality control for capital improvement projects for numerous public utilities in Southeast Florida. He has over 36 years of comprehensive water, wastewater and reclaimed water engineering experience in Florida and has been the Engineer of Record for numerous significant utility improvement projects.

Project Related Experience

Martin County Utilities – Mr. Holtz has assisted Martin County Utilities with general engineering consulting and implementation of numerous utility and infrastructure improvements projects. Utility improvement projects that Mr. Holtz helped implement include new return sludge and waste activated sludge pumping facilities at the North and Tropical Farms Wastewater Treatment Plants, an in-line wastewater booster pump station at the Martin Downs site, new reclaimed water storage and pumping facilities at the Tropical Farms WWTP, biological odor control systems for two existing lift stations, and assistance with biosolids treatment facilities at both WWTPs. Mr. Holtz has also assisted with wastewater treatment plant permit renewals, deep-well mechanical integrity testing and replacement of a dual-zone monitor well and updating of the wastewater and reclaimed water master plan.

Seacoast Utility Authority – Mr. Holtz manages HCE's general consulting services for the Seacoast Utility Authority (SUA). He has served as Client Service Manager for improvements to the wastewater treatment plant, a nanofiltration WTP nanofiltration force main, lined storage tanks and pump station to blend with reclaimed water, raw wastewater collection and force main replacements, water distribution system improvements and numerous raw water production wells and raw water mains.

East Central Regional Water Reclamation Facility Board – HCE was one of the general engineering consultants to the East Central Regional Water Reclamation Facility (ECRWRF) Board, which manages the 70-mgd ECRWRF Mr. Holtz has served in this capacity since the Board's inception in 1992. He has successfully assisted in the management and operation of the ECRWRF and implementation of numerous improvements to and expansion of the facility. His responsibilities included implementation of projects, regulatory support, planning and budgeting assistance and assisting with operations and maintenance.

Water Main Extension Connecting SR15 to SR80- Palm Beach County Water Utilities Department – HCE performed survey, geotechnical, permitting, and design services for a new 1.3 mile 16-inch water main in the City of Belle Glade. This main looped the existing water system between State Road 80 and State Road 15 to provide water service and fire protection to the proposed industrial and commercial parcels at the location of the BGI Group LLC property (formerly the Glades Correctional Institute). Hydrants and stub-outs for future connections with isolation valves were installed approximately every 1,500 feet and air release or combination valves were provided at high points along the main. This project included permitting with the FDEP, FDOT, F.E.C. Railroad, South Florida Conservancy District, City of Belle Glade, and Palm Beach County Fire/Rescue Department.

Concentrate Force Main and Blending Pump Station – Seacoast Utility Authority – Mr. Holtz provided oversight and quality assurance for a project to convey nanofiltration concentrate 3.8 miles from the Hood Road WTP to the PGA WWTP where it is discharged into a 5-MG line storage pond. The 16-inch HDPE force main included directional drilling of Interstate 95, Florida's Turnpike and several other large local roads. Concentrate is then pumped from the storage pond using two vertical-turbine can pumps to the end of the chlorine contact chambers where it is blended with reclaimed water for beneficial use by SUA's reuse customers. The project was completed on time and under budget and was partially funded with a grant from the SFWMD.

Education

Bachelor of Science in Environmental Engineering, University of Florida, 1985

Masters of Engineering in Environmental Engineering, University of Florida, 1987

Registration

Professional Engineer, Registration No. 42595, Florida

Professional Affiliations

Board Certified Environmental Engineer, American Academy of Environmental Engineers

Lawrence Lardieri, P.E.
Principal Engineer
Holtz Consulting Engineers, Inc.

Lawrence Lardieri brings over 47 years of comprehensive utility engineering experience to the HCE team. Mr. Lardieri has diverse experience in the water and wastewater sector, and has worked on projects including master planning, sanitary sewer collection/transmission, pump station design, and facility rehabilitation, among others. As part of this contract, he will provide design, general engineering guidance and quality assurance.

Project Related Experience

Emergency Lift Station No. 88 Force Main Replacement– Seacoast Utility Authority – HCE provided survey, design, permitting, and construction administration services of approximately 1,500 LF of 8" force main along Hood Road and the rehabilitation of Lift Station No. 88 including cleaning and recoating of the wet well, replacing the base plates, base elbows, riser piping, and all above-grade valves and piping. Also included was the disassembly and removal of the temporary force main and all restoration.

iSIP Projects Neighborhood Water Main and Force Main Replacements – City of Boca Raton– HCE is providing utility locating, geotechnical investigation, survey, design, permitting, bidding and construction services for infrastructure improvements in three neighborhoods. The upgrades generally include construction of larger diameter water mains to replace aged mains, relocation and elimination of rear water service lines, as well as roadway, stormwater, and sidewalk improvements. HCE has completed the design, permitting, and construction of the Country Club Village and SW 18th Street neighborhood, which included a 16-inch water main under Interstate-95, and the SW 12th Ave corridor.

26th Street & Flagler Drive Stormwater Improvements – City of West Palm Beach – Assisting the City of West Palm Beach with the replacement of all underground public utilities along 26th Street including water, gravity sewer, and stormwater. HCE is providing professional engineering services including field investigation, survey, and design for numerous existing utilities in an existing residential neighborhood along 26th street in West Palm Beach. In addition to complete utility replacement, this project includes roadway reconfiguration, design of new crosswalks and traffic calming facilities, and improvements to the existing landscaping. This project includes significant amounts of public outreach and coordination with the City and includes unique challenges due to the age of the existing infrastructure.

Miami-Dade County Consent Decree Program (MDWASD) - Miami - Served as chief engineer for the Consent Decree (CD) Program Manager/Construction Manager (PMCM) for MDWASD. The major purpose of this program is to implement (design, permit, and construct) plans for continued improvement to the Miami-Dade Water and Sewer Department Wastewater Collection and Transmission System (WCTS) and Wastewater Treatment Plants (WWTP) as mandated by the United Stated Environmental Protection Agency (EPA). There are eighty-one (81) original Consent Decree projects and one hundred and seventy-two (172) independent projects in the CD Program; total program cost is $1.965B. Mr. Lardieri, as the PMCM Chief Engineer, provided technical input / support coordination; reviews and comments on project Technical Memorandums, BODRs, wastewater collection and transmission system modeling reports, design consultant project design submittals/deliverables, permitting documents and agency RFIs, etc.; assists by providing technical input for technical issues/RFIs that arise during project construction. FMs from 8" to 72" in size; pump stations ranging from 0.3 mgd to more than 20.0 mgd in size.

Tropical Farms Wastewater and Water Treatment Facilities - Martin County - Engineer of record for and directed design and permitting of the on-site master surface water management system for expansion of the existing wastewater treatment plant and water treatment plant, both located on the same site. Was also responsible for preparation of the paving, grading, and drainage improvements, and design of four on-site wastewater lift stations.

Education

Bachelor of Science in Civil Engineering and Construction Technology, Temple University, 1974

Registration

Professional Engineer, Registration No. 26948, State of Florida

Peter Van Sickle, P.E.
Senior Engineer
Holtz Consulting Engineers, Inc.

Peter Van Sickle holds a Bachelor of Science in civil and environmental engineering from the University of Iowa. Pete has over 15 years of experience in providing engineering services for utility owners and operators in the Midwest and Southeast Florida. This includes wastewater, stormwater and condensate collection and conveyance, as well as medium voltage, water, and steam distribution. He excels at studying, designing, and overseeing construction for direct buried utilities in different project environments. Pete has experience managing projects ranging from small utility jobs to large transportation projects.

Project Related Experience

New Water Treatment Plant Program and Grant Support – Village of Indiantown –Pete was directly involved in the evaluation, permitting, project planning, and financial support (pursuit of state/federal Grants, appropriations, etc.) for the newly proposed 1.2 MDG RO plant for the Village of Indiantown. This effort included detailed review of Village options related to the funding, scheduling, and permitting for the proposed WTP. A total of four (4) bid packages were identified and preliminarily scheduled. Pete was directly involved in developing the technical support material for grant related pursuits. This project has already received grant funding to begin to move into design.

State Route 78 Force Main – Okeechobee Utility Authority (OUA) – Pete was directly involved in designing and permitting for the installation of a new force main beneath the USACE's LD-4 levee near Lake Okeechobee within the ROW of SR-78. The installation method for this new force main is to be horizontal directional drill. This drill is part of a much larger project connecting the OUA service area to new clients further west along SR-78. Due to the HDD installation method, Pete completed the USACE Drilling Program Plan for the project.

City of Port St. Lucie Glades – Westport Force Main –Pete was involved in the final stages of design, QA/QC of bidding documents, development of the easement documentation/FPL agreements, and project cost estimating. Due to unique routing conditions, both consent and land use agreements were required with FPL for the direction beneath I-95 and FPL's large transmission lines. This project consisted of the installation of a large diameter force main spanning three phases over a total of 40,000 LF.

Water Supply Plant – Village of Indiantown –Pete completed the Water Supply Plan (WSP) for the Village. This effort included close coordination with the Village, SFWMD, and developer partners within the Village for accurate demand related data. The data analysis, population projections, and capital improvement recommendations from this WSP has provided the foundation on which the Village's entire water program is being built including updating their consumptive use permit to aiding the wastewater flow projections for their new WWTP.

Country Club Drive Resurfacing – Village of Tequesta –Pete led the design of a resurfacing project for over 11,000 LF of roadway within residential neighborhoods. This project included considerable analysis of geotechnical conditions before recommending the preferred surface treatment and roadway cross section. Close coordination with the Village, considerations for residential construction, and limited construction budget was crucial during the development construction documents. Ultimately, this work will utilize a piggy-back contract. This decision required coordination with the existing contract/contractor and the development of a series of cost estimates aligning the proposed improvements with the existing piggy-back contract.

Treasure Island Septic to Sewer utilizing Vacuum Pump Stations – Okeechobee Utility Authority – Pete aided in the design of a large, $60M+ septic to sewer project for the Okeechobee Utility Authority. While this project is still ongoing, Pete was directly involved in the development of the preliminary design report for the project and the development 30% review plans for a series of vacuum pumps station connected to OUA's existing treatment facility via a 7 mile, 16" force main.

Education

Bachelor of Science in Civil and Environmental Engineering, The University of Iowa, 2009

Registration

Professional Engineer, Registration No. 97633, State of Florida

Professional Engineer, Registration No. 21990, State of Iowa

Benjamin Fecko, P.E.
Senior Engineer
Holtz Consulting Engineers, Inc.

Benjamin Fecko holds a Bachelor and Master's degrees in civil engineering from Penn State University. Ben has over 17 years of experience in providing client and engineering services for local water and wastewater utilities. He excels at wastewater distribution and collection system design, permitting, and construction management and, since starting in September 2020, has already become an important member of the HCE team.

Project Related Experience

Wastewater Treatment Plant and Lift Station Improvements – Village of Indiantown – HCE is providing design and permitting services for proposed improvements at the WWTP to increase the annual average daily flow by 0.45 MGD to a total of 1.2 MGD, AADF, while also providing Class I reliability for operation of the plant, which is required prior to modifying the Village's reuse system to be able to provide Part III Reuse to residential customers. HCE is also providing design and permitting services for the replacement of the 150th Street and Famel Lift Stations as well as rehabilitation and upgrade of the New Hope Lift Station, including all related mechanical, electrical, piping and site work.

Sailfish Ball Field Force Main Replacement – City of Stuart – HCE provided design, permitting, and bidding assistance for the replacement of a portion of the 24-inch force main system located at the Stuart Middle School property. This force main segment went beneath the Middle School property, was adjacent to above grade improvements, and had shown indications of it being at the end of its useful life in the recent years. The existing force main was constructed of unlined ductile iron and based on existing flows at the wastewater reclamation facility was oversized. A new 20-inch force main was routed around the Middle School property at SE Stypmann Boulevard and SE Georgia Avenue, north on SE Georgia Avenue, east on SE Ocean Blvd, and south on SE High School Avenue to SE Stypmann Boulevard for an approximate length of 2,220 linear feet. The new mains were installed by both open-cut and horizontal directional drill methods.

City of Port St. Lucie Glades-Tradition Reuse Water Main Project- HCE provided professional engineering services related to the survey, geotechnical exploration, modeling, design, permitting, bidding, and construction for approximately 12,250 linear foot extension of the City's existing reuse water main originating from their Glades Wastewater Treatment Facility. The proposed extension started from the reuse water main's existing termination near Glades Cut-off Road and extended to the Glades Force Main Repump Station site at the end of SW Tradition Parkway right-of-way. The reuse water main extension allows the City to provide reuse water sales to the Tradition Irrigation Company and provide the transmission for future expansion of the reuse system to future developments.

Port St. Lucie Boulevard Utility Relocations- City of Port St. Lucie – HCE completed the design of water and sewer utility relocations over a stretch of 1.8 miles of Port St. Lucie Blvd. in the City of Port St. Lucie, FL. The relocation of utilities was required in coordination for the proposed widening of the roadway and associated drainage improvements along the same route from Parr Drive to Darwin Blvd. The force main and water mains to be relocated varied in size from 2-in to 16-in diameter.

City of Stuart Reverse Osmosis Water Treatment Plant- City of Stuart - HCE is responsible for the design of the stormwater management, site work, and yard piping for this 1.5 MGD upgrade to the City of Stuart Water Treatment Facility. The project also included a design of an approximate one-mile 12" RO concentrate force main from the water treatment plant to a deep well injection at the wastewater plant. The site work consisted of new driveways, fencing, stormwater management including two rain gardens, and yard piping to connect the new and existing facilities. Permitting was required through FDEP for the stormwater management and the City of Stuart for the site plan and associated work.

Education

Bachelor of Science in Civil Engineering, The Pennsylvania State University, 2004
Master of Science in Civil Engineering, The Pennsylvania State University, 2006

Registration

Professional Engineer, Registration No. 70865, State of Florida

Affiliations

Florida Engineering Society, Past Treasure Coast Chapter President

Matthew Paymer, P.E.
Senior Engineer
Holtz Consulting Engineers, Inc.

Matthew Paymer joined Holtz Consulting Engineers, Inc. in June 2015. Since starting at HCE, he has served as a project engineer for the design, permitting, and construction administration of water, wastewater and reclaimed water projects. Matt is a skilled hydraulic modeler and has developed utility models for several clients in South Florida.

Project Related Experience

Western Utility Extension Wastewater System Modeling– Martin County Utilities –HCE provided modeling services to evaluate providing wastewater services to several existing and proposed entities located along the SW Martin Highway corridor between Interstate I-95 and Florida's Turnpike. The project included the sizing, preliminary design, and preliminary cost estimates of over 35,000 linear feet of 4, 6, and 8-inch PVC force main along SW Martin Highway, SW Citrus Blvd., and SW Bush St. required to connect wastewater flow from the Western Utility Extension to the existing MCU wastewater transmission system. HCE also determined the expected peak-hour wastewater flows and connection pressures of the Western Utility Extension entities. Additionally, the project determined the impacts to, and associated improvements required for, the MCU wastewater force main transmission system resulting from the addition of peak-hour wastewater flow from the Western Utility Extension.

Golden Gate Wastewater Modeling– Martin County Utilities –HCE assisted Martin County Utilities by updating their existing wastewater master plan and hydraulic model to incorporate additional wastewater flow to the existing wastewater transmission system due to the construction of new developments within the Tropical Farms service area, most notably the Golden Gate development. The existing MCU wastewater hydraulic model includes numerous MCU owned and operated wastewater pump stations, miles of wastewater pipeline, two (2) inline booster pump stations, and the Tropical Farms Wastewater Treatment Facility. HCE evaluated the expected peak-hour wastewater flows and new lift stations that would connect to the existing MCU wastewater transmission system. HCE worked with MCU to determine a phasing plan that determined the anticipated sequence that new developments would connect to the existing wastewater transmission system. HCE created new hydraulic model scenarios that matched the wastewater flows developed in the master plan update and phasing plan. HCE analyzed the results of the model scenarios to identify additional improvements to the existing MCU wastewater transmission system necessary to support the construction of the new developments during each phase. Improvements to the existing wastewater transmission system included the construction of parallel pipelines and improvements to the existing Dixie Park Inline Booster Pump Station. The results of the hydraulic modeling effort were summarized in a technical memorandum that included GIS figures of the proposed improvements and a breakdown budget level cost estimate during each phase of development.

Potable, Reclaimed, and Wastewater System Modeling – Seacoast Utility Authority – Matt has developed several calibrated hydraulic models for Seacoast Utility Authority (SUA) of the potable water distribution system, reclaimed water transmission system, and wastewater transmission system and, utilizing those calibrated models, performed several hydraulic modeling scenarios. The hydraulic models were drawn in the ESRI GIS environment as fully connected geometric networks and then imported and developed using Innovyze Infowater hydraulic modeling software. Pipes were assigned diameters and roughness coefficients based on size and material from available SUA record drawings or GIS, node elevations were assigned based on USGS lidar topography, and model boundary conditions were assigned based on information from SUA staff. The models were calibrated to most closely match SCADA records during peak flow conditions or various field tests if applicable (i.e. hydrant flow tests).

Education

Bachelor of Science in Environmental Engineering, University of Florida, 2015

Registration

Professional Engineer, Registration No. 88732, State of Florida.

Certifications

WaterGEMS Certified Master Modeler

Kristin Fecko, P.E.
Senior Engineer
Holtz Consulting Engineers, Inc.

Kristin Fecko holds Bachelor's and Master's degrees in civil engineering from Syracuse and Penn State University, respectively. She also has a Master's in Technical Communications from the University of Central Florida. Kristin has over 16 years of experience in providing grant research, application, and management experience. She joined HCE in April 2022.

Project Related Experience

SRF, Sewer System Pipe Lining and Vacuum Truck Purchase – City of Lake Worth Beach – HCE is providing planning, design, bidding, and loan application assistance to the City of Lake Worth Beach for their pipe lining remediation program. HCE researched capital purchase regulations to help the City optimize the replacement of their existing vacuum truck. This is a phased program, and HCE is assisting the City to prioritize areas for lining and repair based on a Wastewater Inflitration & Inflow Study of its system.

FDEP Resilient Florida – City of Port St. Lucie, City of West Palm Beach, City of Lake Worth Beach, City of Riviera Beach – HCE submitted planning and implementation funding applications on behalf of several clients to the FDEP Resilient Florida Program. Projects included vulnerability assessments, adaptation planning, stormwater and wastewater improvements to help cities adapt to sea level rise and climate changes. To date, multiple applications have been funded, including nearly $9 million in wastewater improvements.

Fire Department Support Grants - City of Riviera Beach – HCE has submitted applications for funding assistance for the Riviera Beach Fire Rescue department, including applications to the Solid Waste Authority of Palm Beach County, the Firehouse Subs Public Safety Foundation, and FEMA Assistance to Firefighters Grant programs. HCE met extensively with Fire Rescue staff to understand equipment and facility needs.

FDEO Fire Station Nos. 5 and 6 Hardening- City of West Palm Beach - HCE submitted a successful application for more than $4 million in hardening and mitigation improvements to two of the City's fire stations. HCE assists the City and coordinates with FDEO staff to help manage these funded projects from the establishment of City's policies to support FDEO funding, and throughout the project design and construction phases.

FDEM Residential Undergrounding of Power Lines- Village of Golf - HCE is responsible for the grant application and management for a nearly $2.2 million power line undergrounding initiative throughout the Village. HCE coordinates with the project engineer, manager, Village staff, and State personnel to manage reimbursements to the Village, maintain documentation, and provide closeout services at the completion of project construction.

FDEM Low Pressure Grinder Electrical Panel Replacements – City of Port St. Lucie - HCE provided design, bidding, construction management, and grant application and management support to replace nearly 1,000 residential electrical panels with generator receptacles. This allows for residential sewage stations to pump immediately after storm events and prevent sewage overflows at multiple low pressure grinder locations.

Funding Research – City of Port St. Lucie, City of Lake Worth Beach, City of Riviera Beach, Village of Tequesta - HCE provides research and networking support to assist clients in finding funding opportunities and encourage regional partnerships, in order to help realize planned capital projects and system analyses.

Education

Bachelor of Science cum laude in Civil Engineering, Syracuse University, 2003

Master of Science in Civil Engineering, The Pennsylvania State University, 2005

Master of Arts in English, Technical Communications, University of Central Florida, 2014

Registration

Professional Engineer, Registration No. 69812, State of Florida

Taylor Lenney, PE
Project Engineer

Holtz Consulting Engineers, Inc.

Taylor Lenney is a graduate of Clarkson University and joined Holtz Consulting Engineers, Inc. in November 2018. Since starting at HCE, she has worked as a project engineer on several successful water and wastewater distribution projects, as well as providing permitting and regulatory assistance to various clients.

Project Related Experience

20-Year Wastewater Needs Analysis– City of Stuart – HCE assisted City of Stuart with the completion of 20-Year Wastewater Need Analysis submitted to Martin County in order to meet the requirements of House Bill 53. The project consisted of completion of the Wastewater Template for Needs Analysis developed by the EDR.

NaOCl, Biosolids, and Filter System Improvements at the Tropical Farms & North Treatment Facilities – Martin County Utilities – HCE provided design, permitting, bidding, and construction administration services for a project involving improvements to the sodium hypochlorite (NaOCl) storage and pumping system, filter system, and biosolids system at two water/wastewater treatment plants in Martin County. This project involved the replacement of existing NaOCl bulk storage tanks, the installation of new storage tanks and secondary containment, the installation of new waste activated sludge pumps, and the installation of three new stainless steel disc filters. The goal of this project was to replace aging plant infrastructure, and add new facilities that would help increase the operational flexibility of the plant. HCE worked closely with the FDEP to permit all new facilities.

TSS/NTU Correlation Report– City of Stuart – HCE assisted City of Stuart with the preparation of the annually required TSS/NTU correlation report that is required by the FDEP for the City's wastewater treatment facility. HCE performed engineering analysis and calculations, and provided the county with a recommended set point for the wastewater treatment facility.

iSIP Projects Neighborhood Water Main and Force Main Replacements – City of Boca Raton– HCE is providing utility locating, geotechnical investigation, survey, design, permitting, bidding and construction services for infrastructure improvements in three neighborhoods. The upgrades generally include construction of larger diameter water mains to replace aged mains, relocation and elimination of rear water service lines, as well as roadway, stormwater, and sidewalk improvements. HCE has completed the design, permitting and construction of the Country Club Village and SW 18th Street neighborhood, which included a 16-inch water main under Interstate-95, and the SW 12th Ave corridor.

Port St. Lucie Boulevard Utility Relocations- City of Port St. Lucie – HCE completed the design of water and sewer utility relocations over a stretch of 1.8 miles of Port St. Lucie Blvd. in the City of Port St. Lucie, FL. The relocation of utilities was required in coordination for the proposed widening of the roadway and associated drainage improvements along the same route from Parr Drive to Darwin Blvd. The force main and water mains to be relocated varied in size from 2-in to 16-in diameter.

PGA Wastewater Treatment Plant Operations and Maintenance Manual- Seacoast Utility Authority – This project involved engineering services to develop a comprehensive Operations and Maintenance (O&M) Manual for the PGA WWTP. The O&M Manual provided a current overview of plant facilities and design criteria, operation and maintenance activities and requirements, and permit monitoring and reporting requirements. The O&M Manual was provided in the form of a multi-volume report. In addition, a Microsoft Excel database of existing facility assets and their corresponding maintenance schedules was developed based on equipment manufacturer O&M information.

Education

Bachelor of Science in Chemical Engineering, Clarkson University, 2017

Master of Science in Environmental Engineering, Clarkson University, 2018

Registration

Professional Engineer, Registration No. 96665, State of Florida.

Professional Affiliations

Water Environment Federation, Member

Harrison Barron, P.E.
Senior Engineer
Holtz Consulting Engineers, Inc.

Harrison Barron is a graduate of the University of Florida and joined Holtz Consulting Engineers, Inc. in October 2016. Since starting at HCE, he has worked as a project engineer on several successful well rehabilitation, water distribution, wastewater collection, and treatment projects, as well as providing permitting and regulatory assistance to various clients.

Project Related Experience

iSIP Projects Neighborhood Water Main and Force Main Replacements – City of Boca Raton– Project manager providing utility locating, geotechnical investigation, survey, design, permitting, bidding and construction services for infrastructure improvements in three neighborhoods. The upgrades generally include construction of larger diameter water mains to replace aged mains, relocation and elimination of rear water service lines, as well as roadway, stormwater, and sidewalk improvements. HCE has completed the design, permitting and construction of the Country Club Village and SW 18th Street neighborhood, which included a 16-inch water main under Interstate-95, and the SW 12th Ave corridor.

Turtle Creek Series Septic to Sewer Conversion-Loxahatchee River District – HCE assisted the Loxahatchee River District with the implementation of a sanitary sewer program in Martin County throughout the Turtle Creek community in Tequesta. This project included the survey, design, permitting, bidding, and services during construction of approximately 12,000 linear feet of both gravity and low-pressure sewer systems to serve 138 residences which were on septic systems. The project was broken up into four phases.

Replacement and Improvements Program – Village of Palm Springs –Project engineer for the replacement of Well Nos. 9 & 10 for the Village of Palm Springs. The rehabilitation and replacement of these wells is being executed as multiple projects that are all part of a singular program to improve the Village's raw water systems. The project involves preparation of drawings and specifications of new wellhead piping, valves, pumps, power and controls, as well as connecting the wells to the Village's SCADA system. HCE is also providing construction oversight services, including shop drawing review, conducting progress meetings, and review of contractor applications for payment.

Floridan Wellhead F-5 and Raw Water Main-Seacoast Utility Authority – HCE provided surveying, design, permitting, bidding assistance, and construction administrative services for a new Floridan aquifer well including a stainless-steel wellhead, pump, stainless steel discharge piping, and a HDPE and PVC raw water main from the F-5 wellhead to the Hood Road Water Treatment Plant. This project included approximately 3,600 feet of 18-inch raw water main that was installed via open cut and horizontal directional drilling methods parallel to the Eastern Palm Beach-3C Canal and through an existing neighborhood.

Hood Rd. 36-inch Raw Water Main – Seacoast Utility Authority – HCE provided survey, design, permitting, bidding and construction engineering services for 3,200 linear feet of 36-inch raw water main located in easements and right-of-ways along Hood Road in Palm Beach Gardens, Florida. Over 3,600 linear feet of fiber optic conduit was also designed and constructed as part of the project. The project included PVC, HDPE and ductile iron pipe installed both via open-cut and directional drill methods.

Ground Storage Tank Nos. 5, 6, and 7 at the Hood Road Water Treatment Plant – Seacoast Utility Authority- HCE provided professional services for the surveying and site investigation, design, permitting, bidding and construction administration of the addition of three new 2-MG prestressed-concrete ground storage tanks (GST) at the Hood Road Water Treatment Plant (WTP), including associated water main piping extensions, valves and fittings, electrical and instrumentation and site preparation. Work also included various yard piping improvements in the vicinity of the new GSTs.

Education

Bachelor of Science in Environmental Engineering, University of Florida, 2015

Registration

Professional Engineer, Registration No. 91550, State of Florida.

Kelley Conboy, PE
Project Engineer
Holtz Consulting Engineers, Inc.

Kelley Conboy is a graduate of Florida Atlantic University and joined Holtz Consulting Engineers, Inc. in November 2021. Since starting at HCE, she has worked as a project engineer on several successful water and wastewater distribution projects, as well as providing permitting and regulatory assistance to various clients.

Project Related Experience

Lift Station No. 20 Replacement – Seacoast Utility Authority – HCE is providing design, permitting, bidding, and services during construction for the replacement of Lift Station #20 which includes a new concrete wet well, submersible pumps, above-grade discharge piping and valves, permanent emergency generator, relocation of the existing odor control system, new electrical feed, control panel, communications panel, RTU, new gravity piping, concrete slab, fence, water service, and site work.

Phase I Asbestos Cement Water Main Replacement Project - Village of Tequesta– HCE is providing engineering services for the design, permitting, bidding, and construction of approximately 11,000 linear feet of potable water main to replace the existing asbestos cement water mains within the Village of Tequesta's service area.

Phase I Valve Additions – Palm Beach County Water Utilities Department – HCE is assisting the County with the design and permitting of eighty (80) valves to be added to existing water mains and force mains. These valves will benefit PBCWUD by allowing the isolation of pipelines during pipe breaks thereby reducing emergency repair costs, and minimizing the interruption of water and sewer services to customers and critical facilities. It includes valve additions at critical locations identified by hydraulic modeling and by operations and maintenance staff.

Priority Aerial Canal Crossing Improvements – Palm Beach County Water Utilities Department – HCE is assisting the County with the evaluation and prioritization of fifty (50) existing aerial canal crossings and the design and permitting of the recommended improvements for up to twenty (20) of the crossings.

iSIP Projects Neighborhood Water Main and Force Main Replacements – City of Boca Raton– HCE is providing utility locating, geotechnical investigation, survey, design, permitting, bidding and construction services for infrastructure improvements in three neighborhoods. The upgrades generally include construction of larger diameter water mains to replace aged mains, relocation and elimination of rear water service lines, as well as roadway, stormwater, and sidewalk improvements.

Sailfish Ball Field Force Main Replacement – City of Stuart – HCE is providing design, permitting, and bidding assistance for the replacement of a portion of the 24-inch force main system located at the Stuart Middle School property. This force main segment currently goes beneath the Middle School property, is adjacent to above grade improvements, and has shown indications of it being at the end of its useful life in the recent years. The existing force main is constructed of unlined ductile iron and based on existing flows at the wastewater reclamation facility is oversized. A new 20-inch force main is proposed to be routed around the Middle School property at SE Stypmann Boulevard and SE Georgia Avenue, north on SE Georgia Avenue, east on SE Ocean Blvd, and south on SE High School Avenue to SE Stypmann Boulevard for an approximate length of 2,220 linear feet.

PGA Wastewater Treatment Plant Operating Permit Renewal – Seacoast Utility Authority – HCE provided engineering services required for preparation of the complete application for the renewal of the Florida Department of Environmental Protection (FDEP) Wastewater Permit for the PGA Wastewater Treatment Plant (WWTP), responded to RAIs and reviewed the draft permit.

Education

Bachelor of Science in Environmental Engineering, Florida Atlantic University, December 2018

Master of Science in Civil Engineering, Florida Atlantic University, December 2022

Registration

Professional Engineer, Registration No. 97908, State of Florida

Brad Gilbert, E.I.
Associate Engineer
Holtz Consulting Engineers, Inc.

Brad Gilbert is a graduate of Florida Gulf Coast University and joined Holtz Consulting Engineers, Inc. full-time in August 2022 after being an intern the summer prior. Since starting at HCE, he has served as a project engineer for the design, permitting, and construction administration of several water and wastewater projects and has assisted in grant writing and administration on several projects. Brad is skilled in hydraulic modeling and has developed utility models for clients in South Florida.

Project Related Experience

S Congress Ave Force Main Project– Village of Palm Springs –HCE provided modeling services to evaluate providing wastewater services to several existing and proposed entities located along the S Congress Ave corridor between Forest Hill Blvd and Summit Blvd. The project included the sizing, preliminary design, and preliminary cost estimates of 5,600 linear feet of 4-inch force main. HCE was awarded a contract for the construction of the force main via-open cut and horizontal directional drill and is currently in the design phase preparing the project for bid.

Reconstruction of Surficial Aquifer Wells No. 9 & 14– Village of Palm Springs –HCE provided professional services for the survey, modeling, design, permitting, bidding, assistance, and construction administration for the rehabilitation and replacement of existing surficial aquifer wells. The projects involve hydraulic modeling of the Village of Palm Spring's raw water system, pump selection, preparation of drawings and specifications of new wellhead piping, valves, pumps, power and controls, as well as connecting the wells to the Village's SCADA system. HCE is also providing construction oversight services, including shop drawing review, conducting progress meetings, and review of contractor applications for payment.

Grant Administration for Low Pressure Grinder Electrical Panels Replacement– City of Port St. Lucie – HCE prepared the grant application that was awarded for the City of Port St. Lucie replacement of 991 residential low-pressure grinder pump station electrical panels with new panels that include generator receptacles. HCE also provided grant management and administration services during the project including monthly and quarterly progress reports, review of preconstruction videos, pay applications, and project close-out forms.

iSIP Projects Neighborhood Water Main and Force Main Replacements – City of Boca Raton– HCE provided utility locating, geotechnical investigation, survey, design, permitting, bidding and construction services for infrastructure improvements in several neighborhoods. The upgrades generally include construction of larger diameter water main and force mains to replace aged mains, relocation and elimination of rear water service lines, as well as roadway, stormwater, and sidewalk improvements. HCE has completed the design, permitting and construction of the Boca Square neighborhood, which included installation of approximately 2,500 linear feet of 12" DIP force main and 23,300 linear feet of water main ranging from 4" to 12".

Wastewater Hydraulic Modeling and Master Plan– South Martin Regional Utilities – Brad is developing a calibrated hydraulic model for South Martin Regional Utilities (SMRU) of the wastewater transmission system. The model will be used to evaluate infrastructure improvements required to meet future conditions based on estimated wastewater flows from planned developments and potential build-out developments based on zoning in the service area. The hydraulic model was created using the Bentley WaterGEMS hydraulic modeling software. Pipes were assigned diameters and roughness coefficients based on size and material from available SMRU record drawings or GIS, node elevations were assigned based on USGS lidar topography, and model boundary conditions were assigned based on information from SMRU staff.

Education

Bachelor of Science in Environmental Engineering, Florida Gulf Coast University, 2022

Registration

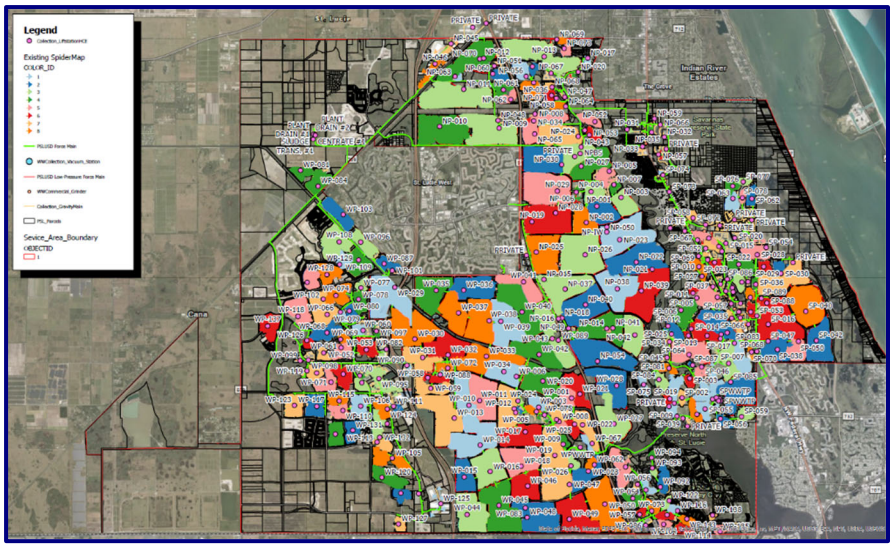
Engineer Intern, License No. 1100026149, State of Florida.

TAB C: PROJECT REFERENCES

A summary of some of Holtz Consulting Engineers' (HCE) experience with utility infrastructure planning and assessment projects is provided in this section. The contact information for the owner is provided for each project.

HCE has significant successful experience assisting local utilities with infrastructure planning and improvement projects over the last eighteen years. We welcome you to contact our references with any questions you may have about our performance on their work.

Port St. Lucie Wastewater Master Plan



The City of Port St. Lucie operates two wastewater treatment plants, several large inline booster pump stations, and a network of gravity sewers, low pressure force mains, a vacuum sewer system, lift stations, and force mains. The existing hydraulic model covered only a portion of the City's infrastructure and required updates to reflect its rapid recent growth. HCE was tasked with providing a complete and calibrated model of the City's entire wastewater system, and with evaluating the infrastructure for projected future operating conditions. HCE helped to develop field testing and data collection plans, and recommended capital improvement projects for five to twenty-year planning horizons.

Port St. Lucie Wastewater Master Plan

Client Contact	Carlos Camacho, PE Project Manager 1001 Prineville St., Port St. Lucie, FL 34983 Phone: 772-873-6419
Initiation and Completion Dates	January 2024 – March 2025
HCE Role	Prime Consultant
Engineering Fee	$499,700

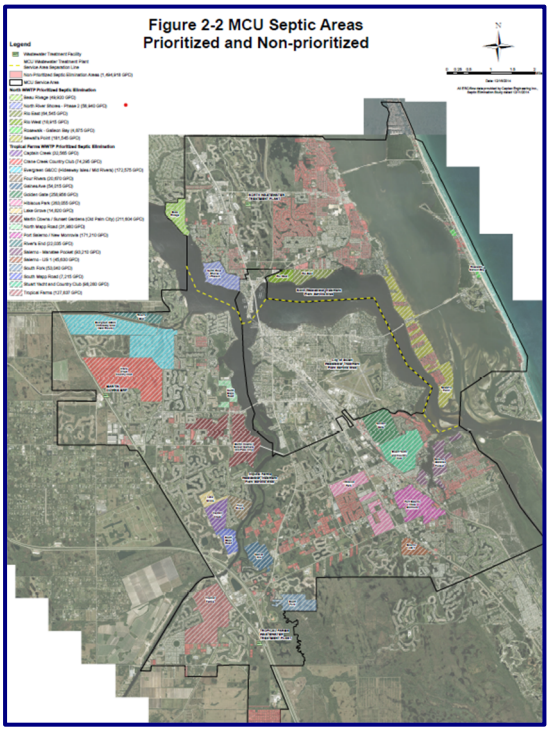
South Martin Regional Utility (SMRU) Wastewater Master Plan

South Martin Regional Utility (SMRU) tasked HCE with developing a hydraulic model of its wastewater pumping and transmission system and evaluating potential future service needs for the system. Within SMRU's service area, several future developments are planned, along with septic-to-sewer conversion projects and the elimination of private package plants. HCE summarized potential future wastewater flows by category and compared them to the existing SMRU WWTP capacity, in order to help the utility estimate the timing of future expansion efforts.

SMRU Wastewater Master Plan

Client Contact	Stuart Trent, PE Utility Director, South Martin Regional Utility P.O. Box 395, Hobe Sound, FL 33475 Phone: 772-546-2511
Initiation and Completion Dates	June 2024 – June 2025
HCE Role	Prime Consultant
Engineering Fee	$219,170

Martin County Utilities (MCU) Master Plan Update

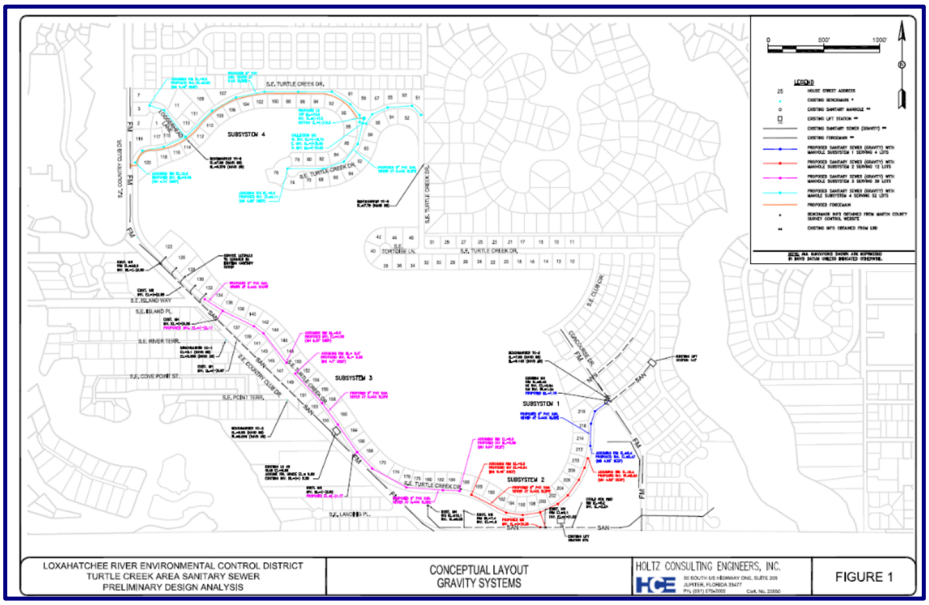


HCE assisted MCU with updating their wastewater and reclaimed water master plan. The master plan was updated based on current information regarding wastewater treatment plant flow projections, development in the service area and wastewater infrastructure improvements made since 2007. The master plan update evaluated improvements required to provide sewer service to all areas currently served by septic tanks or not yet developed. The County's GIS system was used to incorporate new wastewater pumping and transmission system infrastructure into the hydraulic model and the model was used to identify required capital improvements and their associated costs through a build-out planning horizon. Maps were developed depicting parcels currently receiving wastewater service from the County as well as developments not served and areas currently not developed. An evaluation of the County's wastewater transmission system was performed to accommodate potential future growth and the conversion of all of the approximately 16,000 existing septic systems located in the County's Utility Service Area. The reclaimed water model was revised to reflect future potential reclaimed water customers.

MCU Master Plan Update

Client Contact	Leo Repetti, PE Project Manager, Martin County Utilities 3473 SE Willoughby Blvd., Suite 102 Stuart, FL 34994 Phone: 772-221-1434
Initiation and Completion Dates	February 2014 – January 2015
HCE Role	Prime Consultant
Engineering Fee	$69,464

Loxahatchee River District Turtle Creek Community Septic to Sewer Design Report

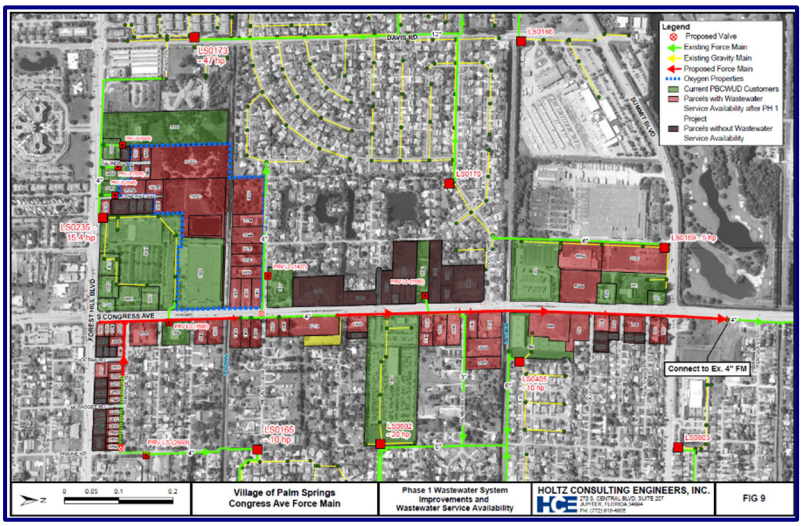


HCE provided a preliminary design analysis of the existing low-pressure and gravity sewer systems within the Turtle Creek community in Tequesta. The area was divided into five subsystems, and HCE teamed with surveyors and geotechnical engineers to gain a complete understanding of existing infrastructure, both in service and not connected. HCE developed a preliminary design analysis for the subsystems, evaluated earlier bid tabulations for proposed improvements, and created a critical path plan for completion of the sewer conversion. HCE later assisted LRD with the implementation of the sanitary sewer conversion program throughout the community, based on the information produced in the preliminary analysis.

Loxahatchee River District Turtle Creek Community Septic to Sewer Design Report

Client Contact	Kris Dean, P.E. Deputy Executive Director Loxahatchee River District 2500 Jupiter Park Drive Jupiter, FL 33458 Phone: 561-401-4024
Initiation and Completion Dates	November 2015 – March 2016
HCE Role	Prime Consultant
Engineering Fee	$119,223

Village of Palm Springs (VPS) Congress Avenue Wastewater System Improvements Basis of Design Report



The Village of Palm Springs (VPS) and Palm Beach County Water Utilities Department (PBCWUD) desired to provide wastewater service availability to an area adjacent to the intersection of Congress Avenue and Forest Hill Boulevard. HCE was tasked with evaluating an earlier report by others of existing service within the project area, and determining the infrastructure improvements needed to serve the entire area of development. Work included estimating future wastewater flows based on planned development and zoning, and identifying alternative connection points for different development scenarios. Phasing options were provided to assist the Village with budgeting for improvements. HCE later assisted the Village with modeling and design of improvements within the development corridor.

VPS Congress Avenue Wastewater System Improvements Basis of Design Report

Client Contact	Kimberly Glas-Castro, Asst. Village Manager Village of Palm Springs 226 Cypress Lane, Palm Springs, FL 33461 Phone: 561-584-8200
Initiation and Completion Dates	April 2022 – August 2023
HCE Role	Prime Consultant
Engineering Fee	$69,710

TAB D: PROPOSED MASTER PLAN TABLE OF CONTENTS

HCE will produce a Wastewater Master Plan for NE Glades County that is comprehensive, addresses OUA and customer needs, and enables OUA staff to select the best design and phasing approach for future system expansion. This project will begin with a well-organized plan to guide the review, modeling, analysis, and development of expansion alternatives. In this section, we have provided a proposed outline for the final Master Plan. This outline details both the planned scope of work and the structure of the final report deliverable.

I. Master Plan Overview

HCE staff will begin with a clear understanding of OUA's needs, and any existing concerns or constraints. The final scope for this Master Plan will be defined with the input of OUA staff.

A. Scope
B. Assumptions
C. Methodology

II. Existing Wastewater Service and Infrastructure

The existing OUA wastewater infrastructure in the project area will be mapped in GIS, and the existing capacity to collect, pump, and transmit wastewater from the area will be assessed.

A. Review and Summary of Existing Collection, Pumping, and Transmission Infrastructure
B. Conversion of Existing Transmission Infrastructure to Graphical Information Services (GIS)
C. Review of Planning Documents and Comprehensive Plans
D. Potential to expand existing wastewater service area

III. Proposed Areas of Expansion – Buckhead Ridge and future Lakefront Estates

HCE staff will develop a thorough understanding of the waste management needs for the proposed areas of expansion in NE Glades County, projected for future development, zoning, and population growth.

A. Review of existing onsite treatment and disposal systems (OSTDS)
B. Review of existing package treatment plant
C. Population and flow projections
D. Analysis of Wastewater Collection and Transmission Options for existing and new developments

IV. Regulatory Considerations

Applicable Florida Department of Environmental Protection (FDEP) regulations for wastewater collection and treatment will be thoroughly researched and described in the

final report. A preliminary evaluation of permitting requirements for future improvements will also be presented, including potential Florida Department of Transportation (FDOT) and right-of-way permits, and/or NPDES permits for future construction.

A. Applicable regulatory limitations
B. Permitting requirements
C. Environmental and preliminary geotechnical considerations

V. Evaluation of Existing Wastewater System and Potential for Expansion

If desired, HCE will construct a hydraulic model of the existing wastewater infrastructure and present modeled scenarios for potential expansion alternatives. HCE will develop preliminary design alternatives for service expansion to the NE Glades County area, along with engineering estimates of probable costs.

A. Hydraulic Modeling of Existing Collection, Pumping, and Transmission Infrastructure
B. Hydraulic Modeling Scenarios for Various Expansion Alternatives Including Phasing
C. Alternatives for treatment and disposal of effluent and residuals
D. Planned OUA capital projects
E. Preliminary cost estimates for expansion alternatives

VI. Recommendations

To conclude this project study, the available design alternatives will be evaluated, and HCE will make recommendations for OUA staff consideration. The potential options for phasing future expansion improvements will be explored, to enable OUA staff to select the best plan to serve NE Glades County customer needs.

A. Best method of area-wide service for collection, treatment, and disposal
B. Recommended infrastructure expansion alternatives
C. Potential phasing options

SECTION E: OTHER INFORMATION

E.1 PROJECT APPROACH AND KNOWLEDGE OF PROJECT SCOPE

OUA recently selected HCE to design and construct water improvements along the SR78W corridor. The SR78W project area includes the Buckhead Ridge and future Lakefront Estates communities. HCE's knowledge of the project area and understanding of the OUA system infrastructure will allow the team to begin the NE Glades County Wastewater Master Plan in an efficient and focused manner.

HCE is experienced in preparing master plans, assessments, and reports to help guide utilities as they expand and improve their system infrastructure. The project team would begin by conducting a thorough review of the NE Glades County service area and existing infrastructure, and working with OUA staff to understand concerns and considerations particular to this Master Plan project. If desired, HCE staff will create a hydraulic model of the existing infrastructure and use this model to assess various expansion and phasing alternatives. HCE's analysis will consider regulatory limitations and requirements, to facilitate permitting of planned improvements in the future. The final Master Plan will also provide thorough cost information for OUA's consideration, and take into account other planned capital improvement projects for the OUA system. The proposed Master Plan Table of Contents, included in **Tab D**, outlines the planned scope for this project in greater detail. Please also refer to descriptions of other similar HCE projects in **Tab C**, which illustrate the breadth of studies and reports our staff are currently working on and have successfully completed.

E.2 OVERALL HCE WORKLOAD

HCE has the upcoming staff availability and commitment to provide responsive engineering service to OUA on all tasks that we are entrusted with for the NE Glades County Wastewater Master Plan. We currently have fourteen professional engineers, one engineering intern, one CAD designer, and four construction managers on staff, and the entire HCE team is involved in ensuring quality client service. Our focus has always been on providing responsive, cost-effective and timely service to our clients on all assignments, with minimal time and effort wasted on internal activities and marketing.

Our projected workload indicates that HCE has adequate staff availability and capability to provide outstanding service to OUA on this project. All the members of our firm are fully committed to serving OUA and completing this project on time and under budget.

HCE takes a proactive approach to managing our workload by holding weekly meetings to go over deliverables and staffing requirements for our projects. Our projected workload indicates that

the HCE team has adequate staff availability and capability to assist your proposed project manager, Christine Miranda, PE, on this project. We are ready to start work on this project immediately. All the engineers at HCE look forward to the opportunity to continue to serve OUA.

HCE has an extensive history of successful and timely project completion through a combination of effective project management and technical expertise. Our success comes by providing the highest level of service to our clients, and that philosophy resonates within each of our team members. Our firm is known in the marketplace for the priority it places on client satisfaction, and our employees are highly respected for the quality of their work. We pride ourselves on the fact that 95% of our business is repeat business from existing clients. This high percentage demonstrates our ability to provide exceptional service to clients on a continual basis and to complete tasks in a timely manner. We are eager and excited to incorporate this project into our work plan.

E.3 REFERENCE LETTERS

OKEECHOBEE UTILITY AUTHORITY
100 SW 5th Avenue
Okeechobee, Florida 34974-4221

(863) 763-9460
FAX: (863) 467-4335

November 8, 2017

Holtz Consulting Engineers, Inc.
Attn: Mr. David Holtz, P.E.
270 South Central Boulevard, Suite 207
Jupiter, Florida 33458

Re: Letter of Reference
Holtz Consulting Engineers, Inc.

To Whom It May Concern:

Holtz Consulting Engineers, Inc. was selected by Okeechobee Utility Authority (OUA) in 2015 as the engineering consultant for the Pine Ridge Park Water and Wastewater System Improvements project.

Holtz Consulting Engineers, Inc., is doing outstanding work for OUA. Their completed work has been finished in a timely and cost-effective professional manner. The OUA has found HCE to be very responsive and effective in working with OUA staff. I would easily recommend HCE to other local utilities in need of professional water and wastewater engineering consulting services.

Sincerely,

John F. Hayford, P.E.
Executive Director

City of Stuart

Tim Voelker, P.E. | Utilities & Engineering Director
121 SW Flagler Ave. Stuart, FL 34994
Phone: 772.288.5332

October 3, 2022

SUBJECT: Recommendation Letter in Support of Holtz Consulting Engineers, Inc.

To Whom It May Concern:

In 2012, the City of Stuart selected Holtz Consulting Engineers, Inc. (HCE) as one of two engineering consultants to design, permit, and certify a $5.9 million dollar watermain rehabilitation project. HCE has also served as one of our general civil engineering consultants since 2014 and has successfully completed several utility infrastructure improvement projects for the City. Representatives with Holtz have assisted the City in preparing and submitting all documents and reports needed to obtain Drinking Water State Revolving Loans on behalf of the City. Their experience and expertise in submitting the required documentation to the regulatory agencies made the application process cost-effective and efficient.

We have found Holtz Consulting Engineers, Inc. to be very responsive to the needs of the City as well as the needs of the underground utility contractors working on our projects. In addition, Holtz Consulting Engineers, Inc. has demonstrated outstanding problem-solving skills as they relate to projects in developed neighborhoods.

I highly recommend the Holtz team and am confident in the skills and services they can provide to their clients. If you have any questions or need any additional information, please don't hesitate to contact me at (772) 288-5332 or tvoelker@ci.stuart.fl.us.

Sincerely,

Tim Voelker, P.E.
Utilities & Engineering Director

City of Stuart
WWW.CITYOFSTUART.US

SEACOAST UTILITY AUTHORITY

4200 Hood Road
Palm Beach Gardens, FL
33410-2174

October 6, 2022

RE: Letter of Recommendation: Holtz Consulting Engineers, Inc.

To Whom It May Concern:

The firm Holtz Consulting Engineers, Inc. ("HCE") has served as Seacoast Utility Authority's general engineering consultant since 2009 and general design-build consultant since 2021. HCE's Seacoast responsibilities include multi-discipline engineering design, permitting, bidding and construction management services over a broad range of water/wastewater/reclaimed water pipeline, pumping system and treatment facilities.

Some of the wastewater treatment projects that HCE has assisted SUA in successfully implementing on time and within budget include the following:

- PGA WWTP Digester Aeration, Nitrified Recycle (NRCY) Pump Station and Miscellaneous Electrical Improvements
- PGA WWTP Reclaimed Water Monitoring Improvements
- PGA WWTP Aeration and Anoxic Basin Structural Repair and Coatings
- PGA WWTP Filter Feed Pond Bypass

Seacoast staff has found HCE's professionals to be consistently well informed and responsive, whether addressing technical issues with staff, preparing drawings and specifications that meet our needs, coordinating with a myriad of regulatory agencies and obtaining permits and authorizations, overseeing or performing the construction of projects in a collaborative team approach. They are highly practical problem solvers, and have assisted Seacoast with making continuous improvements to our utility in a timely and cost-effective manner.

I recommend that any utility consider HCE for wastewater treatment and conveyance engineering services.

Sincerely,

Brent Weidenhamer, P.E.
Wastewater Department Manager

PORT ST. LUCIE
UTILITY SYSTEMS DEPARTMENT
1001 SE Prineville Street
Port St. Lucie, FL 34983
(772) 873-6400
utility.cityofpsl.com

Kevin R. Matyjaszek, Director

October 6, 2022

RE: Letter of Recommendation: Holtz Consulting Engineers, Inc.

To Whom It May Concern:

Holtz Consulting Engineers, Inc. (HCE) has served as one of the general water and wastewater utilities engineering consultants for City of Port Saint Lucie since 2019 and has performed numerous engineering tasks from design and permitting to construction administration and inspection. They have been proactive in addressing project needs and performing assigned tasks in a timely manner, have exhibited work that is thorough and appropriate for the projects, and provided the required level of attention to keep projects moving forward to a successful completion. Engineering projects by HCE that have been successfully completed (or are working towards completion) within budget and on time include the following:

- Upper Floridan Aquifer Supply Well F-19
- Becker Road Water and Force Main Improvements
- Glades Tradition 24-Inch Reuse Water Main
- Melaleuca Force Main Extension
- Naranja Phases I – III Low Pressure and Force Main Improvements
- Noble Oaks Lift Station and Low Pressure Force Main Improvements
- Westport Wastewater Treatment Plant Phase I Improvements
- Northport Wastewater Pump Station Improvements

Our experience with HCE has been outstanding and they have been effective and responsive to the City's needs in performing the engineering tasks which they have been assigned. We recommend them to provide you with the similar engineering services you need.

Sincerely,

John Eason, P.E.
Assistant Director

SOUTH MARTIN REGIONAL UTILITY (SMRU)
9000 ATHENA STREET • P.O. BOX 395 • HOBE SOUND, FLORIDA 33475-0395
(772) 546-2511 • FAX (772) 546-3077

September 29, 2020

Subject: Letter of Recommendation for Holtz Consulting Engineers, Inc.

To Whom It May Concern:

Holtz Consulting Engineers, Inc. ("HCE") has served as one of South Martin Regional Utility's (SMRU's) general engineering consultant since 2006. In this capacity, HCE has assisted SMRU with numerous multi-discipline engineering evaluation, design, permitting, bidding and construction management services over a wide range of water, wastewater, and reclaimed water treatment, distribution, and collection projects.

HCE has also provided design-build services for SMRU. HCE provided turn-key safety improvement at the SMRU Wastewater Treatment Plant consisting of the addition of stairs, elevated platforms, and railing improvements. They are currently implementing electrical improvements to provide service to dewatering equipment at the wastewater treatment plant.

SMRU staff has found HCE to be knowledgeable and responsive. HCE's staff have exhibited a thorough knowledge of the projects, provided evaluations and designs that are complete and appropriate for the projects, and have continued to provide the high level of attention and commitment necessary to complete the projects successfully. Their collaborative team approach has enabled HCE to assist SMRU with numerous improvements to our infrastructure that are executed in a timely and cost-effective manner.

We have been very pleased with the responsive service provided by HCE and the quality of their engineering evaluations, designs, and project implementation. We would recommend HCE to other local utilities for engineering or design-build services.

Sincerely,

Monica Shaner, PE

Utility Director

South Martin Regional Utility

LOXAHATCHEE RIVER DISTRICT
2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458 TEL: (561) 747-5700 FAX: (561) 747-9929

D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR loxahatcheeriver.org

October 3, 2022

Via: email

To Whom It May Concern:

Holtz Consulting Engineers, Inc. (HCE) has served as one of the general engineering consultants for the Loxahatchee River Environmental Control District (LRD) since 2015 and has performed numerous successful engineering tasks from design and permitting to construction administration and inspection.

Examples of projects HCE has worked on under this contract include the following:

- Turtle Creek Neighborhood Septic-to-Sewer Conversion including gravity and low-pressure sewer systems
- Imperial Woods and Island Country Estates Low-Pressure Sewer Systems
- Lift Station #291 and #163 Emergency Generators
- Vac-con Truck Off-loading Area Preliminary Design Analysis
- Rolling Hills Gravity Sewer, Lift Station, and Forcemain
- Maplewood Drive Force Main Extension
- Jupiter Plantation Force Main Replacement

In our experience working with HCE, we have found them to be responsive, efficient, cooperative, and considerate of each of our project's particular requirements. HCE has always been able to meet our engineering needs in a cost-effective manner, and we would fully recommend their services to any water/wastewater utility.

Sincerely,

Kris Dean

Kris Dean, P.E.
Deputy Executive Director/Director of Engineering

NEWLINES
LAND CONSULTANTS

Okeechobee Utility Authority

NE Glades County Wastewater Master Plan

Request for Qualifications/Proposals

Submitted By:
Firm: Newlines Land Consultants
Branch: SLD Newlines
Contact: Steven L. Dobbs
pc@newlinesco.com

NEWLINES LAND CONSULTANTS

Contents:

I. Letter of Transmittal

January 8, 2025

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

Subject: RFQ NE Glades County Wastewater Master Plan

To Whom This May Concern

We are pleased to submit our proposal for the Glades County Wastewater Master Plan. Newlines Land Consultants, operating as SLD Newlines in Florida, is a dynamic and multidisciplinary engineering firm combining decades of expertise with a strong regional presence. Our team is uniquely qualified to deliver high-quality, innovative, and effective engineering solutions that align with the County's goals for this project.

This engagement will be led by our Principal Director of Engineering, Steven Dobbs, who will serve as Principal-in-Charge. Steven will be supported by a highly skilled team from our Florida offices in Okeechobee and West Palm Beach, including experienced professional engineers, planners, and utility system experts. Our New Jersey office will provide additional support for quality control and coordination, ensuring seamless execution of all project phases.

We have a proven track record in wastewater collection, treatment, and disposal system projects, as demonstrated by our representative projects such as the Okeechobee High School wastewater system upgrade, the Okeechobee West Industrial Park, and the Trailview residential development. These projects highlight our ability to design tailored solutions for complex infrastructure challenges while meeting client objectives efficiently and effectively.

For the Glades County Wastewater Master Plan, our approach includes:

- Phased Infrastructure Design: A centralized sewage system, potentially utilizing existing infrastructure, to align with best practices for efficiency and environmental compliance.

- Resource Allocation: Optimized workload management to meet all project milestones without compromising quality.
- Local Expertise: Comprehensive understanding of the Buckhead Ridge service area and local regulatory requirements.

Please note that only the survey portion of the work will be subcontracted. We propose engaging either BSM & Associates, Inc. or Tradewinds Surveying Group, LLC for this component, ensuring the same high standards of quality and reliability.

Our team is fully committed to delivering a successful project that meets the needs of Glades County residents and stakeholders. We are excited about the opportunity to collaborate on this important initiative and are prepared to begin work immediately upon project award.
This letter is submitted with the full authority of Newlines Land Consultants to negotiate and bind the firm. Should you have any questions or require further information, please do not hesitate to contact us.

Sincerely,

Steven L. Dobbs, P.E.
Newlines Land Consultants (SLD Newlines)
863-824-7644
pc@newlinesco.com

II. Office Location and Key Personnel

This County engagement will be staffed primarily by our two Florida office, located in Okeechobee and West Palm Beach. These offices are home to six team members, including Steven Dobbs, our Principal Director of Engineering, who will serve as the Principal-in-Charge for this engagement. Supporting him are Josh Brown and Jonathan Thompson, both experienced Professional Engineers, Jennifer Busbin, a seasoned professional planner, Dianna May, an expert in potable water and wastewater systems, and Yehuda Spira, a skilled Project Manager overseeing day-to-day operations and ensuring project milestones are met.

To further enhance our capabilities, our team in the New Jersey office is available to provide additional support. This team brings valuable experience with Florida zoning and regulatory requirements and includes a remote project manager who ensures seamless coordination of drafting services and quality control for the project.

Under Steven Dobbs' leadership, this well-rounded team combines local expertise with the added resources of our New Jersey office to deliver high-quality results for the District.

III. Project References

We provide the following representative projects showcasing our experience and expertise in professional engineering services for wastewater collection, treatment, and disposal systems.

1. Okeechobee High School (Newlines Project # FL22004)
    - Description: Replacement of the existing high school with a new facility designed to accommodate a wastewater flow of 28,200 GPD. This included the design of a private gravity collection system, a duplex pump station, and connections to the OUA force main. The project also encompassed stormwater designs, building locations, parking, athletic field relocations, and potable water utility designs.
    - Total Cost: $167,500
    - Owner: Okeechobee County School Board
    - Contact: Jeff Diefendorf, (863) 762-5083
    - Dates: February 2024 – Present (Lift station operational for CTE building)

2. Okeechobee West Industrial Park (Newlines Project # FL22016)
    - Description: Development of a 255-acre industrial park designed for 80% buildout, including buildings, driveways, parking, and gravity sewer transmission lines connecting to a lift station and OUA force main.
    - Total Cost: $94,500 (In Progress)
    - Owner: Jonathan Einhorn
    - Contact: Jonathan Einhorn, (374) 232-3700
    - Dates: Estimated start date mid-2025

3. Trailview (Newlines Project # FL24003)
    - Description: A 1,345-acre proposed residential development featuring single-family homes on 0.5- to 2-acre parcels, a commercial site, parking, internal roads, and utility designs for septic
    - systems and private drinking water wells.

- Total Cost: $150,000
- Owner: Rob Brady
- Contact: Rob Brady, (863) 634-7505
- Dates: Estimated start date early 2026

These projects highlight our team's ability to deliver tailored engineering solutions for complex wastewater and utility systems across various project scales and timelines. We would be happy to provide further details upon request.

IV. Additional Information

Project Approach and Knowledge of Scope

The Lakefront Estates project represents a comprehensive, multi-phased land development and subdivision effort designed to transform a 525-acre site, currently utilized as a beef cattle ranch, into a vibrant mixed-use community. Located between SR 78 and Lake Okeechobee in Glades County, Florida, the development aims to provide a positive impact for both current and prospective residents of the area.

Our team has a deep understanding of the project scope and its critical components. Lakefront Estates will include 1,300 residential dwelling units, along with key community infrastructure such as two schools, two main shuls, four office buildings, two shopping plazas, a warehouse, a medical building, an emergency vehicle garage, and a grocery store. The development will also feature extensive infrastructure, including site entrances, internal roadways, stormwater management facilities, and essential utility services such as sanitary sewerage and water supply systems.

Technical Approach

A key feature of the project is the phased construction of infrastructure, with the implementation of a centralized sewage system. The design will efficiently convey wastewater to a centralized treatment plant, supporting the needs of the development while aligning with environmental and operational best practices.

Team Expertise and Workload Projections

Our key staff are uniquely qualified for this project, having already contributed to estimating sewage flows for the anticipated build-out of Lakefront Estates. In addition, the team is well-versed in the existing service area of Buckhead Ridge, ensuring that the design and implementation align seamlessly with the surrounding infrastructure.

The phased approach allows for optimized resource allocation, with our team ready to provide continuous support throughout each stage of the project. Our comprehensive workload management ensures that all deliverables are met on schedule without compromising quality or attention to detail.

By combining extensive experience, innovative solutions, and a deep understanding of local requirements, our team is committed to delivering a successful project that fulfills the vision of Glades County.

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 26

JANUARY 21, 2025

DISCUSSION AGENDA

TRANSFER FROM OPERATING TO CIP FUND

Following the preparation of 2024 Investment report, a proactive review of the Authority's operating funding balances were undertaken.

In arriving at a reasonable amount to be maintained in the Authority's Operating fund account, the following considerations were taken into account:

	$
1/12 of annual operational budget expenses	1,000,000
Cash advances prior to grant/loan reimbursements	2,500,000
Internally funded capital projects	500,000
Anticipated Operating Funding needs	4,000,000

With a balance of $5,067,176 at 12.31.24 as per the investment report, staff calculates the excess funding in the operating account to be:

	$
Operating fund as at 12.31.24	5,067,176
Desired operational funding	4,000,000
Excess funding in operating account	1,067,176

Given the above, the Authority may choose one of three options or a combination of all three:

1. Allow funds to remain in operating fund account.
2. Transfer an amount to Capital Investment Project (CIP).
3. Transfer an amount to Rate Stabilization Fund.

Following review and discussions, staff recommends the transfer of $881,579 to the CIP funding account, bringing the total available in the CIP fund to $2,000,000 with the excess balance of $185,597 remaining in the operating account.

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 27

JANUARY 21, 2025

DISCUSSION AGENDA

FY25 VEHICLE REQUEST

The FY25 budget has two vehicles listed, one for the Maintenance Depart and the other for the Wastewater Department.

Maintenance: 1 ton DRW with utility body

Wastewater ½ ton 2wd pickup or Maverick

In early January 2025, at least ten different dealers were contacted requesting bids on the two trucks. In each request, the Florida Sheriffs Association bid item was referenced. Included in the ten dealers contacted were the low bidders identified in the FSA bid documents.

	Maverick	1/2 Ton	1 Ton
Mullinax FORD - Vero Beach	$32,380.00	$41,575.00	$71,901.00
Alan Jay Automotive Chevy		$38,117.00	$61,523.00
Alan Jay Automotive FORD	No Bid	$40,014.00	$69,862.00
Gilbert Automotive Chevy		No Bid	No Bid
Gilbert Automotive FORD	No Bid	No Bid	No Bid
Duval FORD	No Bid	No Bid	No Bid
Bozard Ford	No Bid	No Bid	$66,591.00
Palmetto FORD	No Bid	No Bid	No Bid
Garber FORD	No Bid	No Bid	No Bid
Carl Black of Orlando		$38,821.55	$68,474.78
Garber Chevrolet		No Bid	No Bid

At the time of OUA Board package preparation, the table above shows the bids received.

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 28

JANUARY 21, 2025

DISCUSSION AGENDA

ADVANCED METERING INFRASTRUCTURE

The OUA included this project in the 2025 Legislative Appropriation Delegation Meeting. The request was one of three priorities listed by the OUA. The AMI request was for $3,000,000 as part of the total project request to provide AMI services to all OUA water meter accounts. Additional funding to complete the total project cost is anticipated to come from the OUA and a SRF loan/grant.

To apply for the SRF program several work items need to be either updated or filed with the State of Florida. Holtz Consulting Engineers, Inc. was the selected engineer to assist the OUA in this endeavor. Since this is a continuation of the previous work, staff asked HCE to provide a modified scope of work and fee schedule to update with minor revisions the Facility Plan and to submit a new Request for Inclusion.

SRF will consider this request along with all the other RFI's submitter and generate a new listing of loan/grant funding opportunities.

As noted on the attachments, the latest preliminary cost estimate is at nearly $3.7M and with contingency monies included putting the final estimated complete project expense at $4,000,000.

As a reminder, Congressman Franklin's office has included the OUA ($1,355,000) in the Rural Community Facilities Program for the AMI project.

With the state and federal request being unknown at this time, the state timeline for SRF funding is upon us. It is the recommendation of OUA staff to move forward with the HCE scope of work and funding request to file a SRF loan/grant request.

After review and discussion by the OUA Board, staff request approval of the following actions:

To approve the Holtz Consulting Engineers extended scope of work and fee schedule in the amount of $3,440.00.

To authorize the OUA Board Chairman and OUA executive staff to execute the necessary applications with respect to this application process.

Rural Housing Service	Rural Community Facilities Program	Spring Grove, MN	City of Spring Grove	Spring Grove, MN, Fire Station Improvements	1,500,000	Finstad
Rural Housing Service	Rural Community Facilities Program	Cold Spring, MN	City of Danube	Cold Spring Fire Hall Construction	2,000,000	Fischbach
Rural Housing Service	Rural Community Facilities Program	Jefferson, WI	City of Jefferson	City of Jefferson Food and Beverage Campus—Street Extension	1,099,670	Fitzgerald
Rural Housing Service	Rural Community Facilities Program	Sweetwater, TN	Sweetwater Hospital Association	Sweetwater Hospital Radiology Department Modernization	1,100,000	Fleischmann
Rural Housing Service	Rural Community Facilities Program	Mebane, NC	Alamance County	Alamance County-Mebane EMS Base	1,200,000	Foushee
Rural Housing Service	Rural Community Facilities Program	Okeechobee, FL	Okeechobee Utility Authority	Advanced Metering Infrastructure System	1,355,000	Franklin
Rural Housing Service	Rural Community Facilities Program	Fort Meade, FL	City of Fort Meade	Fort Meade Firehouse Construction and Hardening	700,000	Franklin
Rural Housing Service	Rural Community Facilities Program	Hardee County, FL	Hardee County Board of County Commissioners	Hardee County Courthouse Roof Replacement	304,000	Franklin
Rural Housing Service	Rural Community Facilities Program	Cheraw, SC	Town of Cheraw	Cheraw Fire Station Replacement Project	2,487,375	Fry
Rural Housing Service	Rural Community Facilities Program	Lake View, SC	Town of Lake View	Lake View, SC Police Department Upgrades	150,000	Fry
Rural Housing Service	Rural Community Facilities Program	Bisbee, AZ	City of Bisbee	Fire Ladder Truck Procurement	1,000,000	Gallego
Rural Housing Service	Rural Community Facilities Program	Cottonwood, AZ	Northern Arizona Healthcare	Verde Valley Medical Center Emergency Room Expansion and Facility Improvements	1,200,000	Gallego
Rural Housing Service	Rural Community Facilities Program	Superior, AZ	Town of Superior	Fire Engine Replacement	691,000	Gallego
Rural Housing Service	Rural Community Facilities Program	Holden, ME	Town of Holden	Police Department Garage	287,000	Golden
Rural Housing Service	Rural Community Facilities Program	Surry, ME	Town of Surry	Fire Truck Replacement	409,000	Golden
Rural Housing Service	Rural Community Facilities Program	Devine, TX	Devine Volunteer Fire and Rescue Department	Community Emergency Operations and Training Center	4,500,000	Gonzales, T (TX)

HOLTZ CONSULTING ENGINEERS, INC

January 15, 2025

Mr. John Hayford, PE
Executive Director
Okeechobee Utility Authority
100 SW 5th Avenue
Okeechobee, FL 34974

Subject: 2025 SRF Assistance for Okeechobee Utility Authority Advanced Metering Infrastructure Program

Dear Mr. Hayford,

Holtz Consulting Engineers, Inc. (HCE) is pleased to submit our proposal for engineering services to assist the Okeechobee Utility Authority (OUA) with the State Revolving Funding (SRF) Drinking Water Program funding assistance for the implementation of Advanced Metering Infrastructure (AMI) within OUA's water distribution system.

The following is a detailed description of the engineering services to be provided.

SECTION 1 - SCOPE OF SERVICES

HCE shall perform the engineering Scope of Services as described herein.

Task 1 – Prepare and Submit Request for Inclusion Package and Supporting Information

HCE shall prepare and submit an updated Request for Inclusion (RFI) package and other supporting documentation to the FDEP in order to obtain SRF funding. A "Request for Inclusion on the Priority List for Drinking Water Facilities" (DEP Form 62-252.900(1)) and supporting documentation will be submitted to the Drinking Water SRF program.

It is assumed based upon conversations with the FDEP that the existing Water Facilities Plan for the AMI program previously approved by the SRF program is still approved and can be utilized for this resubmittal. Should a new facilities plan or major revisions to the existing be requested, an additional scope and fee will be prepared to complete this work.

SECTION 2 – DELIVERABLES

The following deliverables will be provided to the OUA:

1. Completed RFI package including DEP Form, Site Map, Project Description and updated site certification, bid documents and cost estimate.

SECTION 3 – COMPENSATION

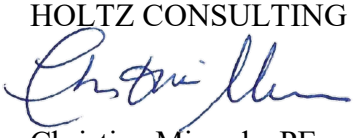
Compensation for Task 1 shall be a lump sum amount of $3,440.00.

SECTION 4 – SCHEDULE

The project will be completed within 3 weeks from the Notice to Proceed.

We greatly appreciate the opportunity to assist the OUA with this project.

Sincerely,
HOLTZ CONSULTING ENGINEERS, INC.



Christine Miranda, PE
Vice President

ACCEPTED BY:

_____
Okeechobee Utility Authority

_____
Date

Florida Department of Environmental Protection

REQUEST FOR INCLUSION ON THE DRINKING WATER PRIORITY LIST

Drinking Water State Revolving Fund Program
Douglas Building, 3900 Commonwealth Blvd, Tallahassee, Florida 32399-3000

The information contained in this Request for Inclusion (RFI) application is used to determine project eligibility and priority scoring. The priority score is used to rank projects for placement on the State Revolving Fund (SRF) priority list. Only projects placed on the fundable portion of the priority list receive consideration for a loan. Please note that costs incurred before the adoption of the project on the fundable portion of the priority list at a public meeting are not eligible for reimbursement. The loan service fee, based on a percentage of the loan amount, will be determined in accordance with 62-552.200(18), F.A.C.

Please Note: ***This application must be completed in its entirety before it can be processed to determine sponsor eligibility.***

1. Applicant's Name and Address.

Project Sponsor: Okeechobee Utility Authority Contact Person: John Hayford, P.E. Title: Executive Director

100 SW 5th Avenue
(street address)

Okeechobee — Okeechobee — 34974
(city) (county) (zip code)

(863) 763 -9460 — 118 — jhayford@ouafl.com
(telephone) (ext.) (e-mail)

Contact Person Address (if different): _____
(street address) (city) (state) (zip code)

2. Name and Address of Applicant's Consultant (if any).

Firm: Holtz Consulting Engineers, Inc. Contact Person: Christine Miranda, P.E. Title: Principal Engineer

270 S. Central Blvd., Suite 207
(street address)

Jupiter — 33458
(city) (zip code)

(561) 575 -2005 — christine.miranda@holtzconsulting.com
(telephone) (ext.) (e-mail)

3. Type of Loan Requested in this Application. Select only one loan category.

Planning Loan ☐	Design Loan ☐	Planning and Design Loan ☐	Construction Loan ☒

Select Type of Project: Design/Bid/Build ☒ Design/Build (D/B) ☐ Construction Manager at Risk (CMAR) ☐

Eligibility for a Loan. In order to be considered for a priority listing, the following conditions must be met:

- The respondent to this solicitation must qualify as a "project sponsor" as defined in 62-552.200(26), F.A.C.;
- The minimum construction loan amount is $75,000;
- The project sponsor must agree to submit biddable plans and specifications within 1-year after being placed on the fundable portion of the priority list to qualify for a combined planning and design loan; and

- The project is part of a public water system as defined in 62-552.200(27), F.A.C., and may include drinking water supply, storage, transmission, treatment, disinfection, distribution, residuals management, and appurtenant facilities.

4. Principal Forgiveness Percentage (PF%). Is project sponsor eligible for a loan with principal forgiveness? Yes ☒ No ☐ (see eligibility requirements below). All applicants must complete a. and b. below.

a. Is project sponsor applying for a planning and/or design loan with principal forgiveness? Yes ☐ No ☒. If yes, then PF 50%. *Only a sponsor that directly qualifies as a financially disadvantaged small community is eligible for a planning and/or design loan with principal forgiveness.*

b. Is project sponsor applying for a construction loan with principal forgiveness? Yes ☒ No ☐. If yes, then calculate PF% using the formula: *PF% = 1760/9 – 160 x (MHI/SMHI) – 7/4500 x P*. All applicants must complete 1. through 5. below.

1. Median household income (MHI): $50,365 (per recent ACS 5-yr estimate U.S. Census Bureau or verifiable estimates)
2. State median household income (SMHI): $71,711 (per recent ACS 5-year estimate U.S. Census Bureau)
3. Population (P) served: 23,923 (no. of service connections x persons/connection, include proposed connections)
4. Calculated PF% for a construction loan: 20%
   20% principal forgiveness if MHI < SMHI and P > 10,000 or 0% if MHI > SMHI, unless sponsor is specifically exempted. A maximum of 50% principal forgiveness if the sponsor is connecting a disadvantaged community or has a separate water system as defined below.
5. Select Type of Project Sponsor:

   Disadvantaged/Small ☐ Disadvantaged Only ☒ Separate or Connecting Disadvantaged/Small ☐ Other ☐

Please note that the calculated PF% is an estimate and the actual percentage will be determined by the Department. The maximum principal forgiveness percentage for a construction loan is 90% and the minimum is 20%. A qualifying sponsor is eligible to receive a maximum 50% principal forgiveness for the costs to complete an asset management plan in accordance with 62-552.700(7), F.A.C., if part of a construction loan. The amount of loan available with principal forgiveness for a project is dependent upon allocated funds for the fiscal year.

Eligibility for a loan with principal forgiveness. In order to be considered for a loan with principal forgiveness, the following conditions must be met:

- The project sponsor must qualify as a financially disadvantaged small community public water system as defined in Rule 62-552.200, F.A.C., unless the sponsor is specifically exempted from this requirement.
- The median household income (MHI) of the sponsor's service area must be less than the state median household income (SMHI) as reported from the most recent census data or from verifiable estimates, unless the sponsor is specifically exempted from this requirement.
- The population (P) of the sponsor's service area must be less than 10,000 (including future connections proposed by the project), unless the sponsor is specifically exempted from this requirement.
- The project sponsor shall have only one open loan with principal forgiveness. A loan shall be considered open until the final disbursement has been paid by the department.
- A sponsor that connects less than 250 residential private wells or connects an existing public water system with less than 250 service connections is eligible for a construction loan with principal forgiveness up to a maximum of 50% if the connected community qualifies as financially disadvantaged.
- A sponsor that owns and operates a separate, non-interconnected, public water system that qualifies as a financially disadvantaged small community, regardless of the number of systems owned and operated by the sponsor, is eligible for a construction loan with principal forgiveness for that system up to a maximum of 50%.
- A financially disadvantaged community with a population of 10,000 or more is eligible for a construction loan with 20% principal forgiveness if dollars are available after funding all eligible financially disadvantaged small community systems.

5. Interest Rate Percentage.

The interest rate for a loan with the Department is determined using the formula:

% of MR = 40 x (MHI/SMHI) + 15

% of MR = Percentage of Market Rate.

Calculate and complete the % of MR below:

% of MR for a loan: 43%

(35% ≤ % of MR ≤ 75%)

Please note that the calculated % of MR is an estimate and the actual interest rate will be determined by the Department. The market rate shall be established using the Thomson Publishing Corporation's "Bond Buyer" 20-Bond GO Index. Projects with a drinking water supply component as defined in 403.8532(9)(a), F.S. or a water conservation component per 62-552.300(1)(e)1.d.;

and sponsors with an accepted/implemented asset management plan may qualify for additional interest rate reductions in accordance with 62-552.300(6)(b), F.A.C. Interest rate reductions are also available for implementation of EPA's Davis-Bacon (DB) and American Iron & Steel (AIS) requirements. The interest rate for a loan shall not be less than zero percent.

6. **Base Priority Score.** Each project shall receive a base priority score (BPS) dependent on the weighted average of its components. The BPS shall be determined using the below formula where CPS means the component priority score and CCC means component construction cost.

$$BPS = [CPS_1 \times CCC_1 + \ldots + CPS_n \times CCC_n]/\text{Total Construction Cost}$$

Select each component and component score in Table 1 below that applies to the project, fill in the estimated construction cost, and calculate the base priority score.

- Component priority scores that are based on contaminant levels must be justified by sample analytical data (see exception in notes at bottom of Table 1). The date that samples were collected must be less than 24-months from the date of submittal of a Request for Inclusion. The sampling data must show an ongoing and current problem with a drinking water quality standard.
- The project sponsor must provide documentation demonstrating that contaminant levels (e.g. disinfection byproducts) cannot be reduced by adjusting system operations, if applicable.
- A compliance-1 category component score of 400 points, if selected in Table 1, must be supported by documentation demonstrating the need for the project; otherwise, a component score of 300 points shall be assigned.

Table 1

Project Component *(Check all items that apply)*	**Component Priority Score**	**Component Construction Cost**
Acute Public Health Risk ☐ **1a.** E-Coli or Fecal Coliform Exceed MCL (62-550.310(5), F.A.C.) ☐ **1b.** Nitrate, Nitrite, or Total Nitrogen Exceed MCL (62-550.310(1), F.A.C., Table 1) ☐ **1c.** Lead or Copper Exceed Action Level (62-550.800, F.A.C) ☐ **1d.** Surface Water Filtration and Disinfection Noncompliance (62-550.817(2), F.A.C.)	800 points ☐	_____
Potential Acute Public Health Risk ☐ **2a.** Nitrate, Nitrite, or Total Nitrogen 50% of MCL (62-550.310(1), F.A.C., Table 1) ☐ **2b.** Microbiologicals Exceed MCL (62-550.310(5), F.A.C.) ☐ **2c.** Surface Water Enhanced Filtration and Disinfect. Noncompliance (62-550.817(3), F.A.C.) ☐ **2d.** State Health Certification of Acute Health Risk, Unregulated Microbiological Contaminant ☐ **2e.** Violation of Disinfection Requirement (62-550.310(2), F.A.C., Table 2)	700 points ☐	_____
Chronic Public Health Risk ☐ **3a.** Inorganic or Organic Contaminant Exceed MCL (62-550.310(1 & 4), F.A.C., Tables 1,4,5) ☐ **3b.** Disinfection Byproducts Exceed MCL (62-550.310(3), F.A.C., Table 3) ☐ **3c.** Radionuclides Exceed MCL (62-550.310(6), F.A.C)	600 points ☐	_____
Potential Chronic Public Health Risk ☐ **4a.** Inorganic or Organic Contaminant 50% of MCL (62-550.310(1 & 4), F.A.C., Tables 1,4,5) ☐ **4b.** Disinfection Byproducts 80% of MCL (62-550.310(3), F.A.C., Table 3) ☐ **4c.** State Health Certification of Chronic Health Risk, Unregulated Chemical Contaminant	500 points ☐	_____
Compliance-1/System does not meet or requires the following: ☐ **5a.** Infrastructure upgrade to facilities undersized, exceed useful life, or with equipment failures ☐ **5b.** Insufficient water supply source, treatment capacity, or storage ☐ **5c.** Water distribution system pressure less than 20 psi ☐ **5d.** Eliminate dead ends and provide adequate looping in a distribution system ☐ **5e.** Replace distribution mains to correct continual leaks, pipe breaks, and water outages ☐ **5f.** New water system or extension of existing system to replace contaminated/low yield wells ☐ **5g.** Lack of significant safety measures (e.g. chemical containment) ☐ **5h.** Secondary Contaminant MCL Exceedance (62-550.320, F.A.C.) ☐ **5i.** Drinking water supply project as defined in 403.8532(9)(a), F.S.	400 points ☐	_____

REQUEST FOR INCLUSION ON THE DRINKING WATER PRIORITY LIST

Compliance-2/System does not meet or requires the following: ☐ **6a.** Treatment, Storage, Power, and Distribution Requirements (62-555.320, F.A.C) ☐ **6b.** Minimum Required Number of Wells (62-555.315(2), F.A.C) ☐ **6c.** Well Set-back and Construction Requirements (62-555.312 and 62-555.315, F.A.C) ☐ **6d.** Cross-Connection Control Requirements (62-555.360, F.A.C) ☐ **6e.** Physical Security Project Documented in a Vulnerability Analysis ☐ **6f.** Consolidation or regionalization of public water systems ☐ **6g.** Water/Energy Conservation Project	300 points ☐	____
All Other Projects	100 points ☒	$100

Note: If item 2d. or 4c. of Table 1 is selected, then a State Health Officer must complete the form "Certification of a Public Health Risk". If 50% or more of residential wells meet contaminant levels indicated in Table 1, then check the appropriate public health risk category that applies. Flooded wells and wells under the direct influence of surface water are considered an unregulated microbiological potential acute public health risk and require substantiated documentation of occurrence in lieu of sampling data.

7. **Affordability Score.** The extent of affordability existing in a small community to be served by the project shall be reflected in the priority score. Points shall be awarded based upon two affordability criteria: namely, median household income (MHI) and service area population (P). These points are to be added to the base priority score. Calculate the affordability score using the following formula:

   Affordability Score = (MHI Score + Population Score)

   MHI Score = 100 x (1.00 – MHI/SMHI)

   Zero ≤ MHI score ≤ 75, rounded to nearest whole number

   Population Score = 50.0 - (P/200)

   Population score ≥ zero, rounded to nearest whole number

8. **Water Conservation Score.** A project sponsor with a qualifying water conservation project is eligible to receive an additional 100 points added to their priority score if the sponsor provides a water conservation plan in accordance with EPA's Water Conservation Plan Guidelines web site https://www3.epa.gov/watersense/pubs/guide.html, document number EPA-832-D-98-001. The sponsor must also demonstrate that the proposed project meets the objective of the conservation plan.

9. **Total Priority Score.** The total priority score equals the base priority score plus the affordability score and water conservation score. Calculate and complete a. through d. below.

   a. Base priority score: 100 points.
   b. Affordability score: 30 points.
   c. Water conservation score: 100 points.
   d. Total priority score: 230 points (sum of items a. through c.)

10. **Estimated Project Cost.** Complete a. through k. below, including loan amount requested.
    (Indicate $0 if activity is not applicable)

Project Activity	*Cost*
a. Planning.	____
b. Design (not applicable if a D/B project).	____
c. Technical services per 62-552.300(3)(h), F.A.C., for planning and design.	____
d. Administration before bid opening (only include if not part of procurement in 'f' below).	____
e. Eligible land (necessary land divided by total land times purchase price).	____
f. Constr., equip., material, demo. & related procurement (include design if D/B project).	$3,674,106
g. Administration during construction and after bid opening.	____
h. Construction contingency (10% of 'f', only applicable for Design/Bid/Build projects).	$367,411
i. Technical services during construction and after bid opening.	$238,820

REQUEST FOR INCLUSION ON THE DRINKING WATER PRIORITY LIST

j. Asset management plan per 62-552.700(7), F.A.C. _____

k. Total project costs (sum of a. through j.). $4,280,337

Loan amount requested by the sponsor in this RFI (assume no principal forgiveness). $4,280,337

List all funding sources for this project: _____

_____

11. Project Schedule. Complete a. through d. below.

Project Activity	*(M/D/YY)*
a. Submit planning documents.	6/25/21
b. Submit design/bid documents or RFQ/RFP for CMAR & D/B projects.	7/15/21
c. Start construction.	7/1/25
d. Complete construction.	1/1/27/

12. Project Information. Provide the following information, if applicable.
(Check all items that are attached to this RFI)

- ☒ Project description, location with lat/long (degrees), water system PWS ID, and project need *(this is a required attachment)*.
- ☒ Map of city/county limits, existing/proposed service area, and project area *(this is a required attachment)*.
- ☐ Lab data, lab data w/operational records, or substantiated documentation in lieu of lab data for public health risk projects.
- ☐ The form "Certification of a Public Health Risk" completed by a State Health Officer.
- ☐ Supporting documentation for projects identified under the compliance-1 categories of Table 1.
- ☐ DWSRF business plan for a design or construction loan, not a planning or combined planning/design loan.
- ☐ Detailed project schedule showing plans/specs completion in 1-year of loan execution for a combined planning/design loan.
- ☐ MHI supporting documentation if MHI not taken from the most recent ACS 5-yr estimate of the U.S. Census Bureau.
- ☐ Water Conservation Plan, including demonstration that project meets plan objectives.

13, Certification by an Authorized Representative. I certify that this form and attachments have been completed by me or at my direction and that the information presented herein is, to the best of my knowledge, accurate and true.

(signature)	(date)	jhayford@ouafl.com (e-mail)
John Hayford, P.E.	Executive Director	
(print name)	(print title)	

Email the completed RFI form with attachments to SRF_Reporting@dep.state.fl.us *or mail to the Florida Department of Environmental Protection, State Revolving Fund Program,* 3900 Commonwealth Blvd, Tallahassee, Florida 32399-3000.

For DEP Use Only	Project Number	Total Priority Score	Total Project Cost	Pop	MHI	SMHI	PF%	% of MR	Attachments Complete?	RFI Complete?
	DW								Yes ☐ No ☐	Yes ☐ No ☐
	DEP Comments:									

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 29

JANUARY 21, 2025

DISCUSSION AGENDA

CUSTOMER BILLING NOTICES

The information provided below is an update to last month's report on the responsiveness of the Authority's customers to the 75% discount on Rates, Fees & Charges that were in place from October 1, 2024 and expired December 31, 2024.

As a reminder, OUA staff made the following efforts to ensure the board's decision to extend the discount on connection was publicly known across the service areas:

- Notices were placed on various OUA social media webpages; and
- Notices were put on monthly billings (see attachment); and
- Those customers signed up for e-billing received a specific notice of the reduced rates; and
- Those customers that had already signed up from October 1st till the temporary change went in to effect were contacted directly and were asked about refunds or signing a new payment agreement plan; and
- Letters were mailed out to explain the lowered rates to any current or known planned projects, see below

- **Southwest Service Area Project 2 Wastewater Project**
  132 letters sent out
  71 sign ups as at 12/31
  52 paid in full
  19 payment agreements
- **Southwest 5th Avenue Wastewater Project**
  113 letters sent out
  109 sign ups as at 12/31
  75 paid in full
  34 payment agreements
- **King's Bay Water Main Extension**
  11 letters sent out
  10 sign ups as at 12/31
  6 paid in full
  4 payment agreements
- **SFWMD US441N Water & Wastewater Main Extension**
  8 letters sent out
  8 sign ups as at 12/31
  7 paid in full
  1 payment agreements

- **OUA Mallard Landing Wastewater Project**
  27 letters sent out
  27 sign ups as at 12/31
  17 paid in full
  10 payment agreements
- **Treasure Island Wastewater Project**
  277 sign ups as at 12/31
  148 paid in full
  129 payment agreements

The Authority sent out 291 letters and made 502 connections, as a number customers from Treasure Island area (277) signed up for the service despite not being sent a letter.

This is provided as an information item.

OKEECHOBEE UTILITY AUTHORITY

JANUARY 21, 2025

STAFF REPORTS

30. Operations Director

31. Finance Director

    31A. Finance Report

    31B. Investment Report

32. Attorney

33. Executive Director

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 30

JANUARY 21, 2025

OPERATIONS DIRECTOR

Site visits 12-19-2024 thru 1-16-2025

SWTP : General Maintenance
PLC issues resolved by C2I
Safety Committee Meeting 12-26-2024

Maintenance : General water & sewer maintenance
New water main extensions and new water service installs
Safety Committee Meeting 12-26-2024

WWTP : General Plant Maintenance
New WWTP Supervisor Chris Cassidy started 12-18-2024
Safety Committee Meeting 12-26-2024

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 31

JANUARY 21, 2025

FINANCE DIRECTOR

31A. Finance Report

31B. Investment Report

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 31A

JANUARY 21, 2025

FINANCE REPORT

At the end of the first quarter (Oct. – Dec.2024), operating revenue were $3,735,245 compare with YTD budget of $3,494,188, resulting in the achievement of 106.9% of budget or a surplus of $241,057 or 6.9%.

A major contributor to the surplus achieved at the end of December, was the significant increase in installation charges applicable on new connections (refer to page 16 for detail), as a number of persons inundated the office during the month of December to take advantage of the 75% connection charge before its expiration on December 31, 2024.

Despite the overall achievement of December's YTD target, revenues at December for water and sewer were -2.1% and -3.3% below budget, however these two areas reported an improvement over previous month's figure of -5.6% and -6.6% respectively, indicating the continued narrowing of these line items as previously projected.

YTD operating expenditures were $2,336,647 compare with budget of $2,730,866 yielding a positive variance of $394,219 or 14.4%. This slow start in spending was expected in initial months of the fiscal year, due to the scheduling of major maintenance and purchases later in the year.

Non-operating expenses of $714,853 which comprises of depreciation and loan interest were in line with the YTD budget of $794,855.

Restricted revenue which includes bank interest and capital connection charges, were $714,853 or 302% of YTD budget of $177,824. As mentioned earlier, due to the pending expiration of the discounted rates on 12.31.24 on new connection (installation charge & capital connection charge), the Authority recorded a significant increase in capital connection as a number of customer attempt to take advance of the discounted rates.

Following the massive increase in customers, the total new customers for the first quarter were 90 water customers and 468 wastewater customers compare with budget of 6 new water customer and 15 new wastewater customers for the three months to December 2024.

Interest rate achieved on bank deposits and treasury notes are 3.62% and 4.35% respectively, while the budget projects an average interest rate of 2.75%

Okeechobee Utility Authority

Finance Report

Fiscal Year 2024

As of **The Period Ending** **December 31, 2024**

OKEECHOBEE UTILITY AUTHORITY
TABLE OF CONTENTS

Okeechobee Utility Authority
Executive Summary
Prepared by Finance Director

OKEECHOBEE UTILITY AUTHORITY
FINANCIAL SUMMARY COMPARISON

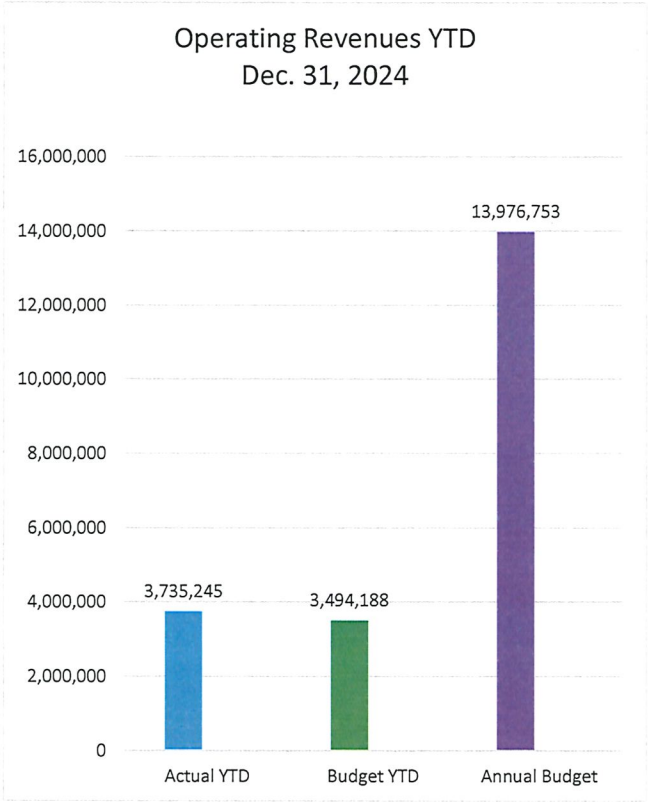
	Operating Revenues				Operating Expenses				Restricted Revenues				
	Actual YTD FY24	Actual YTD FY25	Budget YTD FY25	% Variance (FY 25 vs Bud. FY25)	Actual YTD FY24	Actual YTD FY25	Budget YTD FY25	% Variance (FY25 vs Bud FY25)	Actual YTD FY 24	Actual YTD FY 25	Budget YTD FY25	% Variance (FY 25 vs Bud FY 25)	Cumulative YTD Restricted Budget Variance
Oct-24	1,022,513	1,055,766	1,164,729	-9.4%	611,379	701,456	910,289	22.9%	81,184	53,124	59,275	-10.4%	(6,151)
Nov-24	2,139,931	2,181,922	2,329,459	-6.3%	1,298,675	1,482,624	1,820,577	18.6%	129,606	113,231	118,549	-4.5%	(5,318)
Dec-24	3,149,387	3,735,245	3,494,188	6.9%	1,943,534	2,336,647	2,730,866	14.4%	182,788	821,785	177,824	362.1%	643,961
Jan-25													
Feb-25													
Mar-25													
Apr-25													
May-25													
Jun-25													
Jul-25													
Aug-25													
Sep-25													

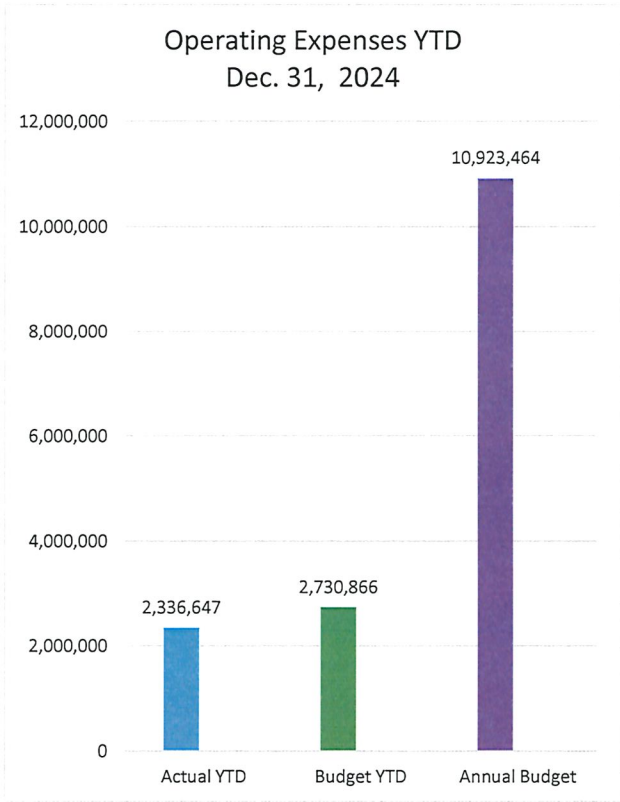
Respectfully,
Lauriston Hamilton

Okeechobee Utility Authority
FY 2025 Finance Report for Dec. 31, 2024
The Period Ending

OPERATING REVENUE FUND	Actual YTD	Budget YTD	$ Variance	% Variance
OPERATING REVENUE:				
Water	$ 2,024,369	$ 2,066,986	$ (42,617)	-2.1%
Sewer	$ 1,214,132	1,255,819	(41,687)	-3.3%
Other Operating Revenue (see detail on page 16)	$ 496,744	171,384	325,361	189.8%
Total Operating Revenue Received	**$ 3,735,245**	**$ 3,494,188**	**$ 241,057**	**6.9%**
OPERATING EXPENSES:				
Water	$ 490,806	$ 583,192	$ 92,386	15.8%
Wastewater	$ 365,395	411,787	46,392	11.3%
Meter Readers	$ 80,706	97,830	17,124	17.5%
Maintenance	$ 733,650	806,692	73,042	9.1%
Administration Operating	$ 449,645	506,202	56,557	11.2%
General & Admin.	$ 216,445	325,163	108,718	33.4%
Contingency Expense	$ -	-	-	0.0%
Total Operating Expenses Paid (3) (4) (5) (6)	**$ 2,336,647**	**$ 2,730,866**	**$ 394,219**	**14.4%**
Net Operating Income	**$ 1,398,598**	**$ 763,322**	**$ 635,276**	**83.2%**
RESTRICTED REVENUE FUNDS				
RESTRICTED REVENUE FUNDS RECEIVED:				
Fire Hydrant Fund Fee	$ 26,425	$ 25,046	$ 1,379	5.5%
Water CC Fees (infill)	$ 92,683	11,275	81,408	722.0%
WW CC Fees (infill)	$ 602,038	54,312	547,726	1008.5%
Operating Account Interest	$ 87,287	66,058	21,229	0.0%
Payroll Account Interest	$ 1,451	1,144	307	0.0%
Restricted Interest Income	$ 11,901	19,989	(8,088)	-40.5%
TOTAL RESTRICTED REVENUE (1) (2)	**$ 821,785**	**$ 177,824**	**$ 643,961**	**362.1%**
NON-OPERATING EXPENSES:				
Debt service interest expense	$62,563	$85,852	23,289	27.1%
Non-cash depreciation & amortization	$730,079	$709,004	(21,076)	-3.0%
	$792,642	**$794,855**	**2,213**	**0.3%**
NET REVENUE BEFORE ITEMS BELOW	**$ 1,427,741**	**$ 146,291**	**$ 1,277,024**	**872.9%**

NOTES: Above Revenue and Expense does not include the following:	Actual YTD	Annual Budget	Variance
(1) Grant funds & state appropriations of:	$74,690	$9,100,000	
(2) Contributed capital of:	$0	$20,145	
(3) Debt service principal payments of:	$0	$2,153,619	
(4) Net Construction In Progress (CIP) Expenditures of:	$1,252,651	$11,548,847	


Operating Revenues YTD
Dec. 31, 2024
16,000,000
14,000,000
12,000,000
10,000,000
8,000,000
6,000,000
4,000,000
2,000,000
0
3,735,245
3,494,188
13,976,753
Actual YTD
Budget YTD
Annual Budget


Operating Expenses YTD
Dec. 31, 2024
12,000,000
10,000,000
8,000,000
6,000,000
4,000,000
2,000,000
0
2,336,647
2,730,866
10,923,464
Actual YTD
Budget YTD
Annual Budget

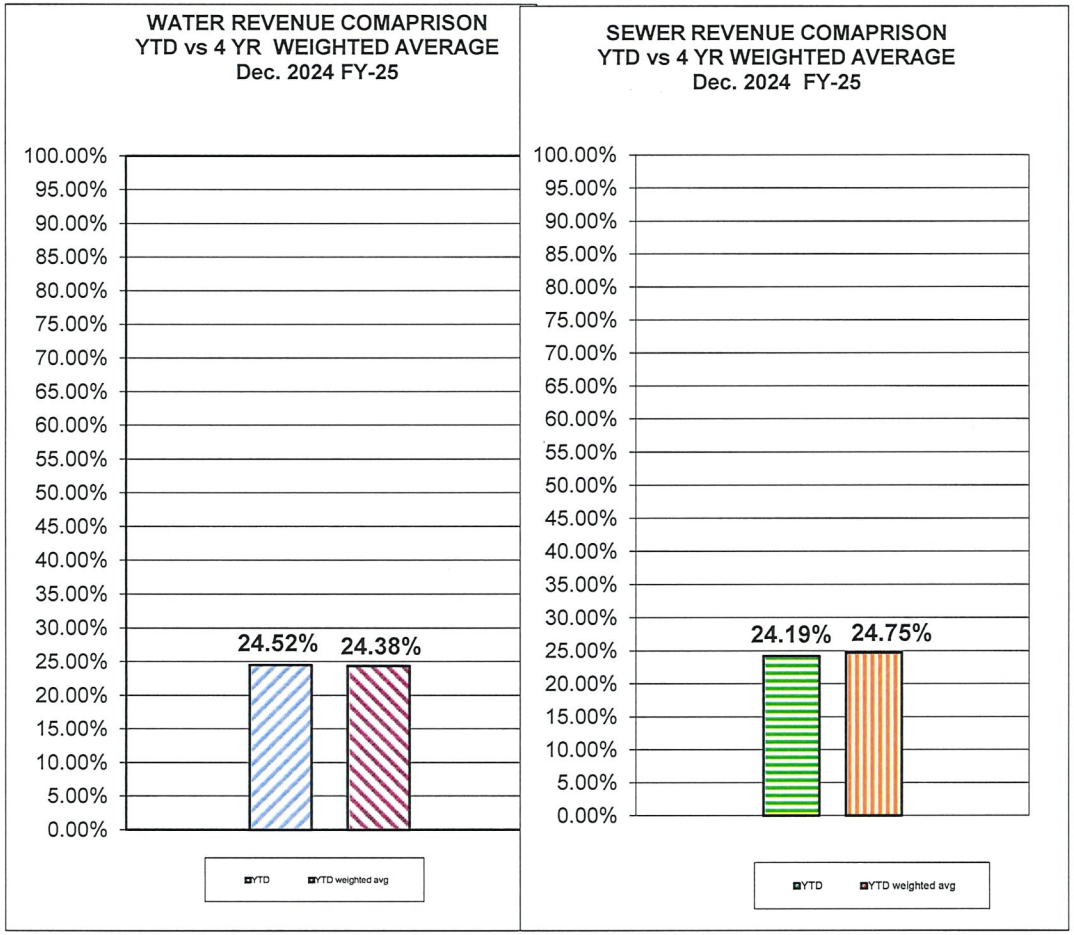
Current FY-24 Water and Sewer Utility Revenue
Monthly & YTD Revenue and Difference from 4Yr Weighted Average (in $)

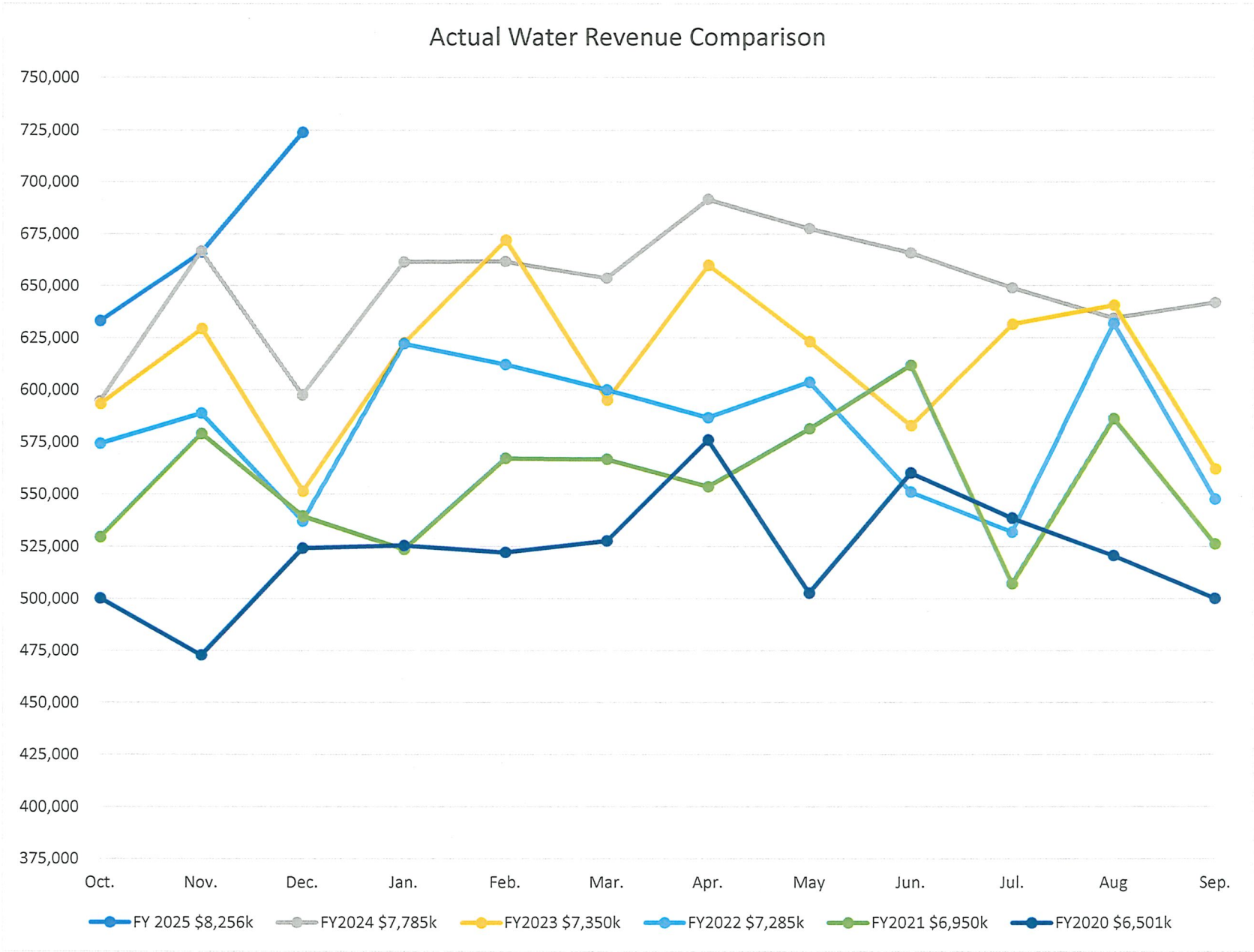
WATER UTILITY REVENUE:	Period	YTD	Monthly $ Difference From 4 Year Weighted Average of $ 7,018,236	% Current YTD Budget Water Revenue $8,256,523	4 Yr Weighted Average %
Oct.	$ 634,305	634,305	$ 72,088	7.68%	8.01%
Nov.	$ 666,161	1,300,466	$ 65,306	15.75%	16.58%
Dec.	$ 723,903	2,024,369	$ 176,866	24.52%	24.38%
Jan.	$ -	-	$ -	0.00%	0.00%
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%	100.00%

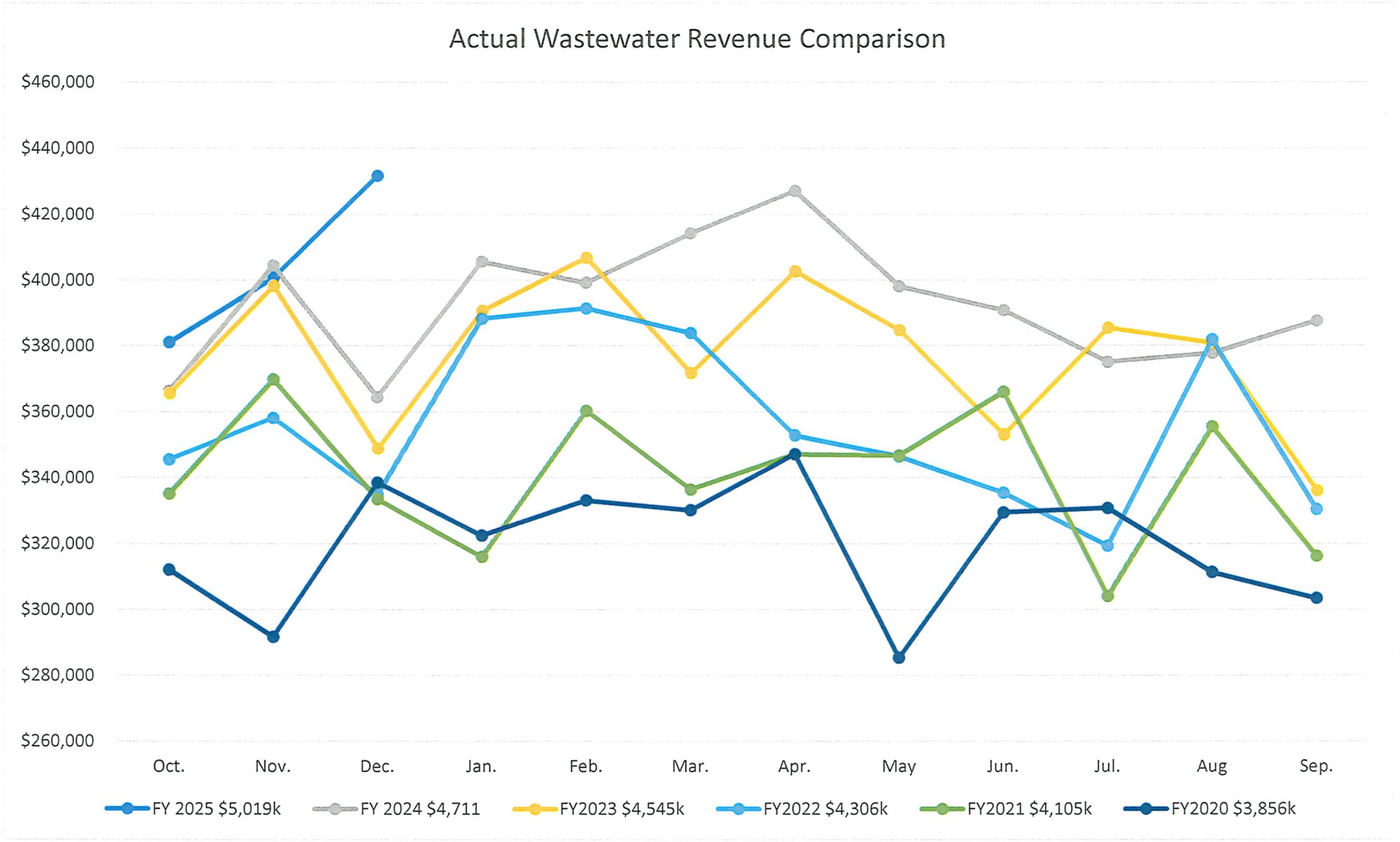
SEWER UTILITY REVENUE:			Monthly $ Difference From 4 Year Weighted Average of $ 4,298,209	% Current YTD To Budgeted Sewer Revenue $5,018,559	
Oct.	$ 381,642	$ 381,642	$ 34,240	7.60%	8.09%
Nov.	$ 400,684	$ 782,326	$ 25,247	15.59%	16.83%
Dec.	$ 431,806	$ 1,214,132	$ 91,769	24.19%	24.75%
Jan.	$ -	-	$ -	0.00%	0.00%
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%	100.00%

WATER AND SEWER REVENUE COMPARISON

YEAR TO DATE vs 4 YEAR WEIGHTED AVERAGE YEAR TO DATE

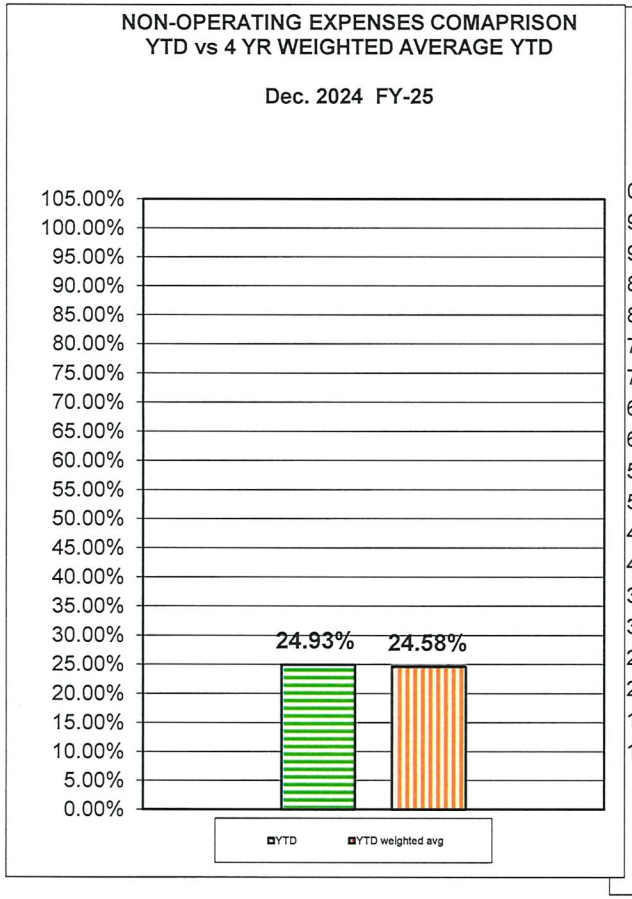


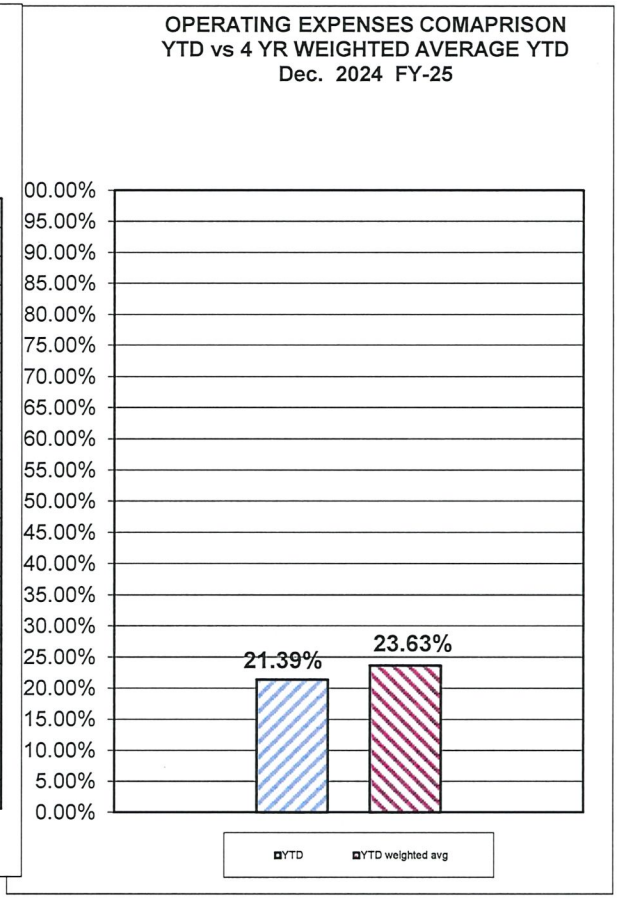

Actual Water Revenue Comparison
750,000
725,000
700,000
675,000
650,000
625,000
600,000
575,000
550,000
525,000
500,000
475,000
450,000
425,000
400,000
375,000
Oct.
Nov.
Dec.
Jan.
Feb.
Mar.
Apr.
May
Jun.
Jul.
Aug
Sep.
FY 2025 $8,256k
FY2024 $7,785k
FY2023 $7,350k
FY2022 $7,285k
FY2021 $6,950k
FY2020 $6,501k

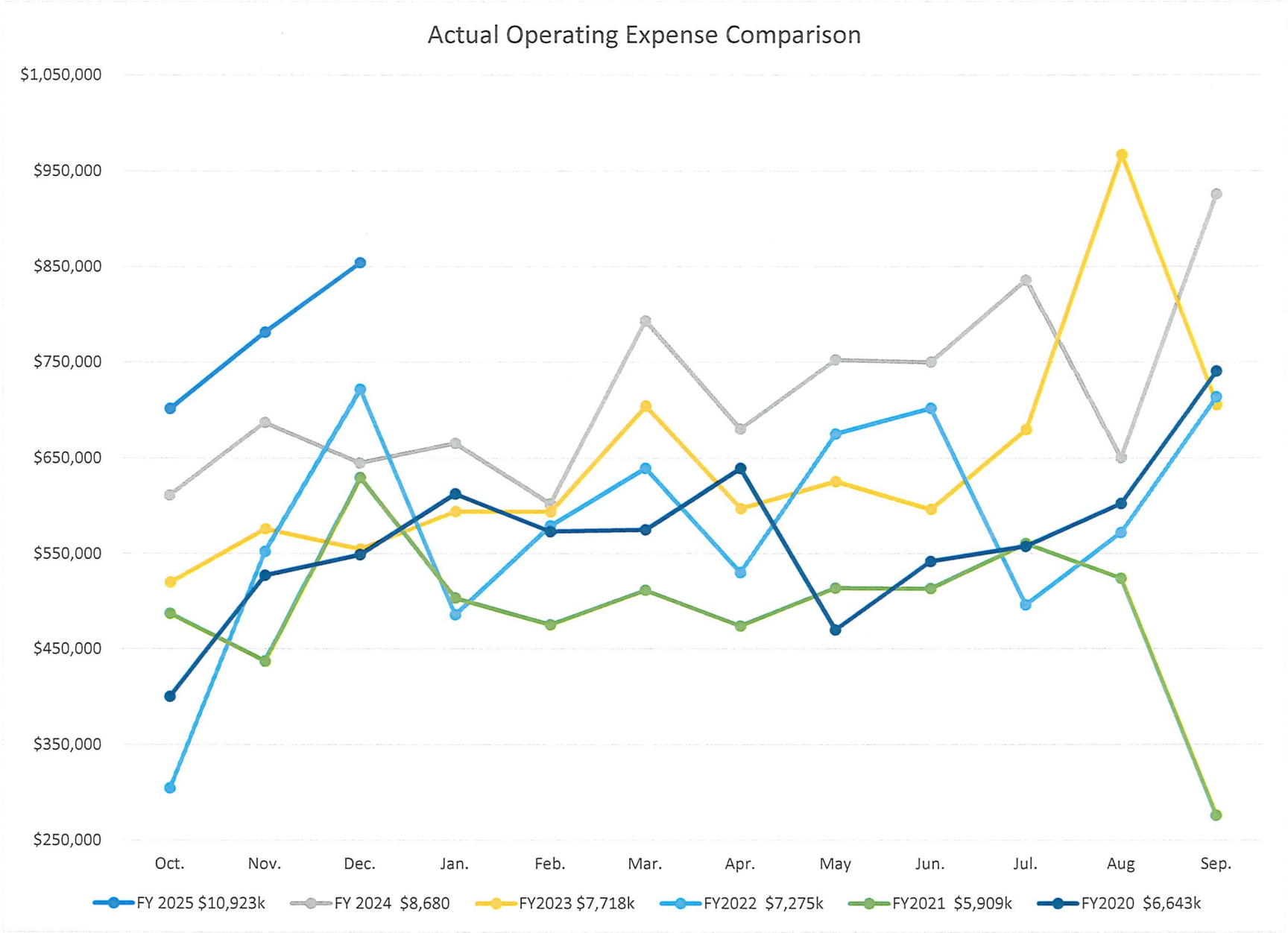

Actual Wastewater Revenue Comparison
$460,000
$440,000
$420,000
$400,000
$380,000
$360,000
$340,000
$320,000
$300,000
$280,000
$260,000
Oct.
Nov.
Dec.
Jan.
Feb.
Mar.
Apr.
May
Jun.
Jul.
Aug
Sep.
FY 2025 $5,019k
FY 2024 $4,711
FY2023 $4,545k
FY2022 $4,306k
FY2021 $4,105k
FY2020 $3,856k

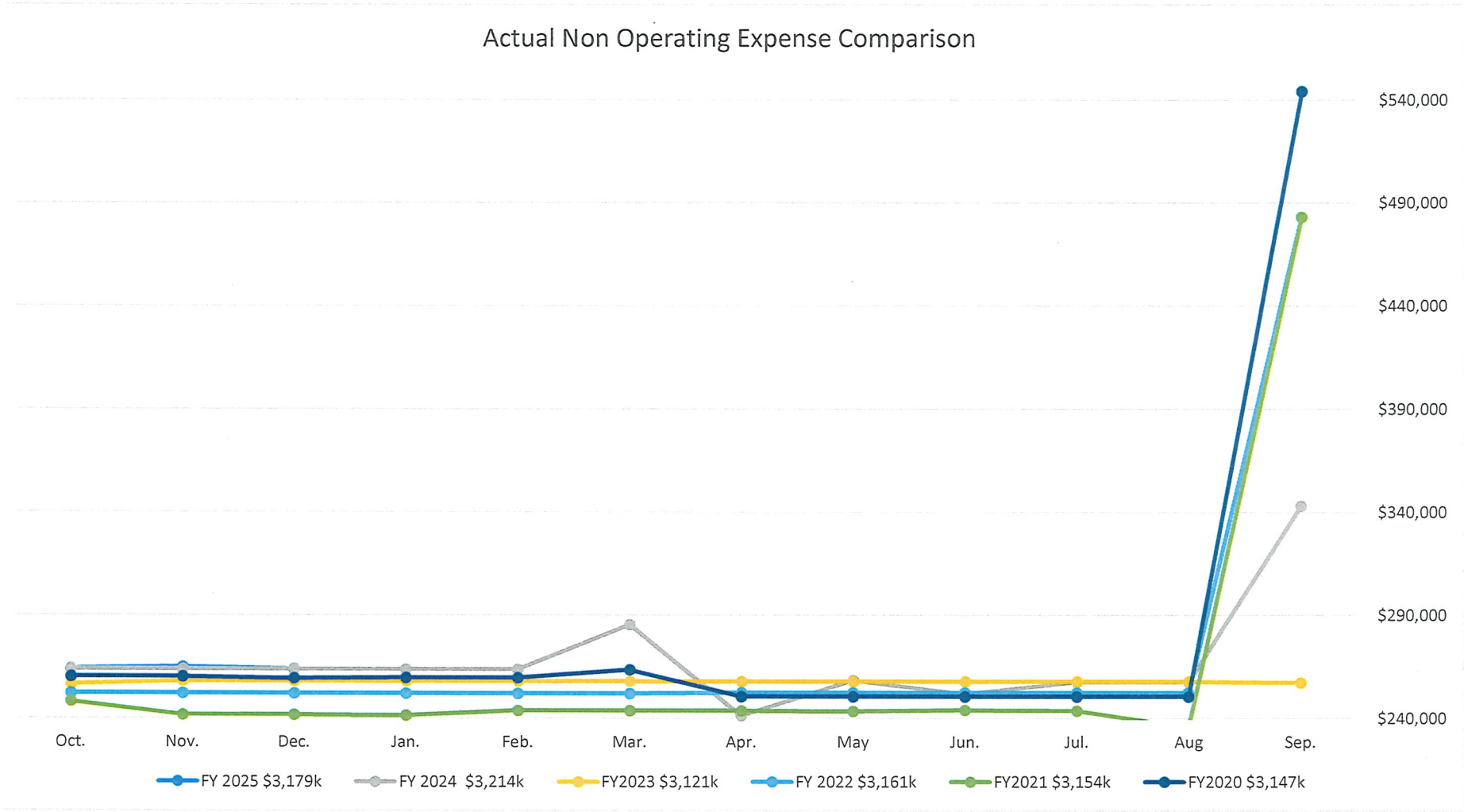
Current FY-24 Operating & Non-Operating Expenses,
Monthly & YTD Expense and Difference from 4Yr Weighted Average (in $)

OPERATING EXPENSES:	Period	YTD	$ Difference For the Month From 4 Year Weighted Avg of $ 7,068,674	% Current YTD To Budgeted Operating Exp. $10,923,464	4 Yr Weighted Average
Oct.	$ 701,456	$ 701,456	$ 249,980	6.42%	6.40%
Nov.	$ 781,168	$ 1,482,624	$ 256,538	13.57%	13.79%
Dec.	$ 854,023	$ 2,336,647	$ 170,159	21.39%	23.63%
Jan.	$ -	$ -	$ -	0.00%	0.00%
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%
Sept.	$ 2,336,647	$ 2,336,647	$ -	21.39%	100.00%
NON-OPERATING EXPENSES:			**$ Difference For the Month From 4 Year Weighted Avg of $ 3,064,030**	**% Current YTD To Budgeted Non-Oper. Exp. $3,179,421**	
Oct.	$ 263,950	$ 263,950	$ 11,410	8.30%	8.24%
Nov.	$ 264,742	$ 528,692	$ 14,482	16.63%	16.41%
Dec.	$ 263,950	$ 792,642	$ 13,690	24.93%	24.58%
Jan.	$ -	$ -		0.00%	32.74%
Feb.	$ -	$ -		0.00%	40.93%
Mar.	$ -	$ -		0.00%	49.19%
Apr.	$ -	$ -		0.00%	57.32%
May	$ -	$ -		0.00%	65.50%
Jun.	$ -	$ -		0.00%	73.66%
Jul.	$ -	$ -		0.00%	81.84%
Aug.	$ -	$ -		0.00%	89.91%
Sept.	$ 792,642	$ 792,642		24.93%	100.00%


NON-OPERATING EXPENSES COMAPRISON
YTD vs 4 YR WEIGHTED AVERAGE YTD
Dec. 2024 FY-25
105.00%
100.00%
95.00%
90.00%
85.00%
80.00%
75.00%
70.00%
65.00%
60.00%
55.00%
50.00%
45.00%
40.00%
35.00%
30.00%
25.00%
20.00%
15.00%
10.00%
5.00%
0.00%
24.93%
24.58%
YTD
YTD weighted avg


OPERATING EXPENSES COMAPRISON
YTD vs 4 YR WEIGHTED AVERAGE YTD
Dec. 2024 FY-25
00.00%
95.00%
90.00%
85.00%
80.00%
75.00%
70.00%
65.00%
60.00%
55.00%
50.00%
45.00%
40.00%
35.00%
30.00%
25.00%
20.00%
15.00%
10.00%
5.00%
0.00%
21.39%
23.63%
YTD
YTD weighted avg


Actual Operating Expense Comparison
$1,050,000
$950,000
$850,000
$750,000
$650,000
$550,000
$450,000
$350,000
$250,000
Oct.
Nov.
Dec.
Jan.
Feb.
Mar.
Apr.
May
Jun.
Jul.
Aug
Sep.
FY 2025 $10,923k
FY 2024 $8,680
FY2023 $7,718k
FY2022 $7,275k
FY2021 $5,909k
FY2020 $6,643k

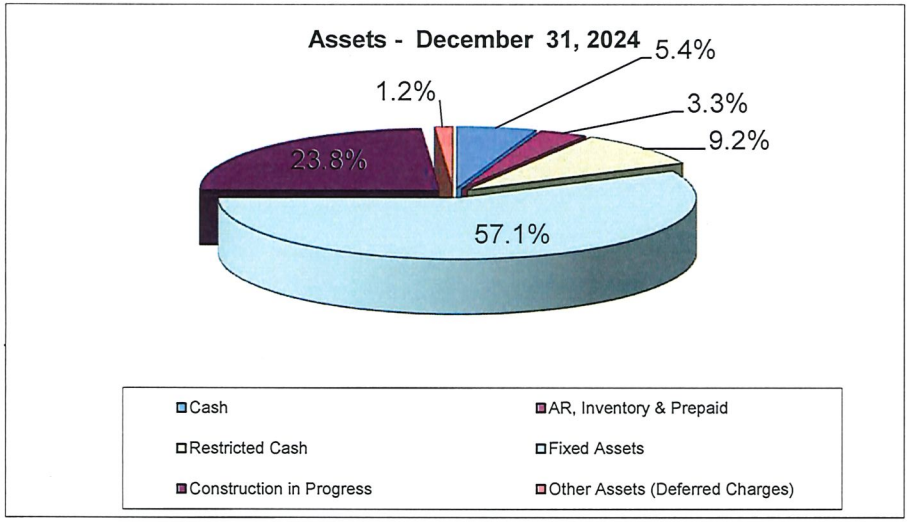

Actual Non Operating Expense Comparison
$540,000
$490,000
$440,000
$390,000
$340,000
$290,000
$240,000
Oct.
Nov.
Dec.
Jan.
Feb.
Mar.
Apr.
May
Jun.
Jul.
Aug
Sep.
FY 2025 $3,179k
FY 2024 $3,214k
FY2023 $3,121k
FY 2022 $3,161k
FY2021 $3,154k
FY2020 $3,147k

	A	X	Z	AA	AC
88					
89	**Okeechobee Utility Authority**	**Audit**		**UnAudit**	**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, 2023**		**Sept 30, 2024**	**Dec. 31, 2024**
95		**12 Months**		**12 Months**	**3 Month**
96					
97	**Cash Flows from Operations**				
98	Operating Income	1,832,821		1,694,554	663,395
99	Depreciation & Amortization	2,701,321		2,825,053	730,079
100	Increase (decrease) in cash from changes in accounts receivable and grants receivable	(2,986,087)		4,156,025	(651,405)
101	Increase (decrease) in cash from changes in accounts payable	905,418		(236,157)	(339,233)
102	Increase (decrease) in cash from changes in other assets	903,029		(54,107)	(189,139)
103	Increase (decrease) in cash from changes in other liabilities	(138,439)		(151,009)	36,358
104	**Cash provided (used) by operations**	3,218,063		8,234,359	250,055
105					
106	**Cash Flows from Nonoperating Revenues/Expenses**				
107	Fire Hydrant fees	95,154		100,569	26,425
108	Capital connection fees	283,483		459,886	587,789
109	Interest revenue	350,097		482,316	100,639
110	Debt issuance costs	-		0	0
111	Interest expense	(420,187)		(389,434)	(62,563)
112	**Cash provided (used) by nonoperating activities**	308,547		653,337	652,290
113					
114	**Cash Flows from Capital and Financing Activities**				
115	Purchase of equipment, computer hardware, & technology equipmment	275,173		(1,776,916)	-
116	Construction in progress	(8,013,123)		(9,342,294)	(1,526,813)
117	Acquisition of land, easements and related costs	-		(406,779)	(0)
118	Sale of land and or equipment	-		-	0
119	Gain (Loss) on sale of land and equipment	16,104		17,864	1,731
120	Bond principal payments	(2,153,620)		(2,153,619)	-
121	Loan Received - South State Bank			5,430,487	
122	Grant revenue & FEMA reimbursement	8,459,653		2,696,921	74,690
123	Capital contributions from developers	492,467		314,207	-
124	**Cash provided (used) by capital / financing activities**	(923,346)		(5,220,129)	(1,450,392)
125					
126	**Net increase (decrease) in cash and investments**	2,603,264		3,667,567	(548,047)
127	**This unaudited cash flow statement is subject to adjustments.**				
128	**The unaudited balance sheet on pages 13 & 14 is subject to adjustments.**				

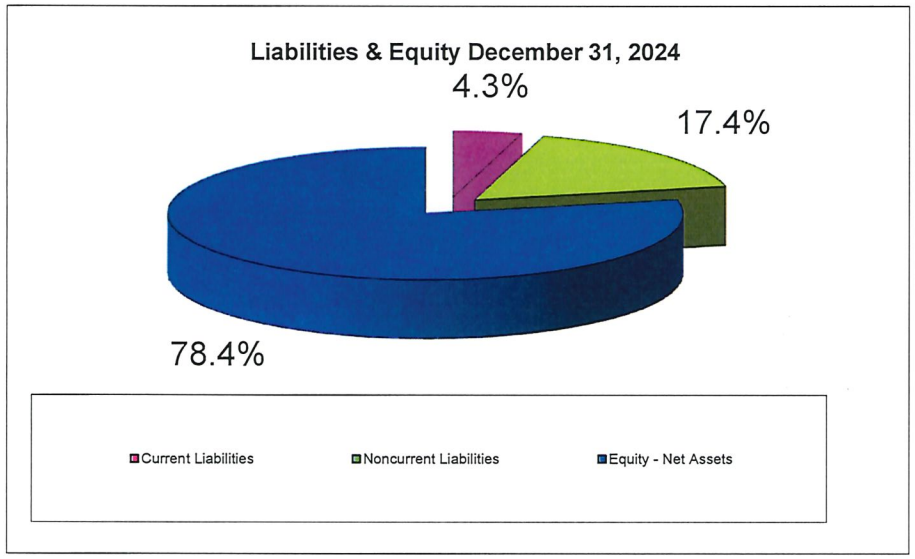
OKEECHOBEE UTILITY AUTHORITY
Statement of Net Assets
December 31, 2024

ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	$	5,454,346.61
Unrestricted assets:		
Interest receivable		0.00
Grants receivable		
Restricted assets:		
Cash and cash equivalents		5,387,359.14
Investments		3,954,204.67
Interest receivable		0.00
Receivables:		
Accounts receivable		2,424,927.57
less allowance for uncollectible accounts		(131,029.37)
Inventories		651,221.04
Prepaid Expenses		355,862.99
Total current assets		18,096,892.65
NONCURRENT ASSETS		
Capital assets:		
Land		3,313,640.40
Utility plants, buildings and equipment		112,107,005.96
		115,420,646.36
Less accumulated depreciation		(57,547,553.35)
		57,873,093.01
Construction in progress		24,176,881.42
Total capital assets		82,049,974.43
Other Assets:		
Net Pension Asset		0.00
Deferred Charges:		
Deferred Pension Outflows - Actuarial and Prepaid		1,012,621.00
Deferred loss on bond refunding, net		229,891.19
Total Deferred charges:		1,242,512.19
Total noncurrent assets		83,292,486.62
TOTAL ASSETS	$	101,389,379.27

LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
	Accounts payable	1,002,657.71
	Accrued expenses	11,176.11
	Due to other governments	46,400.64
	Bonds payable (current)	2,212,197.87
	Accrued compensated absences & bonus (current)	416,723.93
	Payable from restricted assets	
	Accrued interest	64,811.93
	Customer Deposits	578,221.63
Total current liabilities		4,332,189.82
NONCURRENT LIABILITIES		
	Long-term portion of bonds payable, net	15,874,020.81
	Accrued OPEB payable	262,809.00
	Net Pension Liability	629,748.00
	Deferred Pension Inflow from Actuarial Calculation	426,765.00
	Unearned revenues:	
	Developer agreements	424,402.36
Total noncurrent liabilities		17,617,745.17
TOTAL LIABILITIES		21,949,934.99
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	27,044,415.73
	YTD Surplus of Revenue over Expenses	1,577,476.55
Total net position		79,439,444.28
TOTAL LIABILITIES AND NET POSITION		$ 101,389,379.27



Cash	5,454,347	**5.4%**
AR, Inventory & Prepaid	3,300,982	**3.3%**
Restricted Cash	9,341,564	**9.2%**
Fixed Assets	57,873,093	**57.1%**
Construction in Progress	24,176,881	**23.8%**
Other Assets (Deferred Charges)	1,242,512	**1.2%**
Total Assets	**101,389,379**	



Current Liabilities	4,332,190	**4.3%**
Noncurrent Liabilities	17,617,745	**17.4%**
Equity - Net Assets	79,439,444	**78.4%**
Total Liab & Equity	**101,389,379**	

Okeechobee Utility Authority
Detail of December 31, 2024 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		$ 32,996	$ 6,950	$ 26,046
Private Fire Protection		$ 26,473	26,178	296
Turn on/off Fees		$ 13,734	14,932	(1,198)
Other Revenue-Water	A	$ 3,967	4,122	(155)
Install Fees-Sewer		$ 315,858	35,960	279,898
Kings Bay Sewer Maint. Fees		$ 4,416	4,164	252
Other Revenue-Sewer	B	$ 832	206	626
Penalties & Late Charges		$ 40,566	35,295	5,271
Gain/Loss Sale of Assets	C	1,731	0	1,731
Ag Land Lease		$ -	876	(876)
Merchant & Misc. Revenue	D	$ 56,171	42,701	13,470
Totals		$ 496,744	$ 171,384	$ 325,361

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. 31B

JANUARY 21, 2025

INVESTMENT REPORT

The Authority's Investment Report for the periods FY24 is detail below.

The report aims to provide general information on the amount of funds available to the Authority during the fiscal year and secondly, how were those funds invested. All actions of staff were guided by Florida Statute 218.415 – Local Government Investment Policies and the Authority's locally developed Investment Policy (adopted November 9, 2020).

As outlined in the Authority's Investment Policy, all funds were invested with the primary objective being to protect the safety of the capital while ensuring liquidity of funds.

The table below shows the total dollar amount, by account, as at varying interval.

Accounts Classification	**FY23 – 09.30.23**	**FY24 – 09.30.24**	**12.31.24**
	($)	($)	($)
General Operating Fund	2,455,764	6,205,236	5,067,176
CIP Fund	1,732,677	1,119,064	1,118,421
CC Water	628,657	397,426	128,789 R
CC Wastewater	266,281	600,211	1,118,421 R
CC WWTP	498,281	498,258	498,258 R
Rate Stabilization fund	1,339,359	1,339,359	1,339,359 R
Fire Hydrant	393,696	494,265	520,690 R
Payroll A/C	119,711	140,470	149,921
P.T.O.	234,500	234,500	234,500 R
Customer's Deposit	649,424	565,378	578,222 R
Debt Reserve A/C	194,863	186,151	790,190 R
RR & I	593,477	659,251	663,306 R
Emergency Fund	682,569	712,602	713,469 R
Operating Reserve	1,449,189	1,872,637	1,874,796 R
Total	**11,238,448**	**15,024,808**	**14,793,160**

From the table, accounts marked with an "R" at the right of 12.31.24 column, represents restricted amounts set aside for a specific purpose (e.g. PTO, Emergency Fund etc.) or restricted by OUA General Policy, Resolution 24-02 (pages 42-44).

A classification of OUA's funds into restricted and unrestricted is shown below.

A/C Classification	**FY23 – 09.30.23**	**FY24 – 09.30.24**	**12.31.24**
Unrestricted balances	4,308,152	7,464,770	6,335,518
Restricted balances	6,930,296	7,560,038	8,457,642
Total	**11,238,448**	**15,024,808**	**14,793,160**

During the period under review, all funds deposited with financial institutions meet both the Authority and State Statute by being at South State Bank and Truist, which are both listed as approved Qualified Public Depository Institutions on the State qualifying list.

Interest rates obtained during the fiscal periods are shown below:

	Sept.'23	**Dec. '23**	**Sept.'24**	**Dec.'24**
Bank Int. Rate (%)	3.56%	3.56%	3.62%	3.62%
Treasury Yield (%)	4.55%	4.91%	4.35%	4.35%

With inflation now at 2.9%, coming from a high of 9.1% in June 2022, the Federal Reserve has signal its intention to intermittently reduce its interest rate during 2025. In light the Feds projection, FY25 budget assumes an average of 2.75% interest rate on deposits at financial institutions; however, despite the planned reduction in interest rate, staff continues to diligently review the market for the best returns while remaining true to the Authority's investment objectives

Interest Income

OUA Interest Income by Portfolio at September 30, 2024

Type/ Par Value	Purchase Price / Balance	Market Value	# of Days	Purchase Date	Maturity	Yield	Income Earned
Treasury Note	2,421,197	2,500,000	240	11/19/23	09/15/24	4.91%	$88,177
Bank Deposit	11,458,503	11,458,503	365	Open	Open	3.62%	$394,139
				Actual	**Interest**		**$482,316**

For the fiscal year ended September 30th 2024 (FY24), interest earned total $482,316 of which $394,139 were generated from bank deposits at South State Bank and an additional amount of $88,177 was realized from investment placed on Treasury Notes. Actual FY24 interest income of $482,316 is 252.8% above budgeted income of $190,772

Type of Deposit	**FY23 –Int.**	**FY24 – Int.**	**% change**
Treasury Note	$75,044	$88,177	17.5%
Bank Deposit	$275,053	$394,139	43.3%

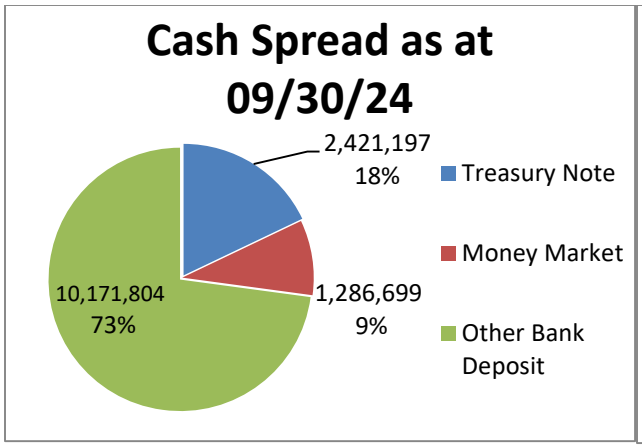
The table above shows a comparison between FY23 and FY24 interest income.

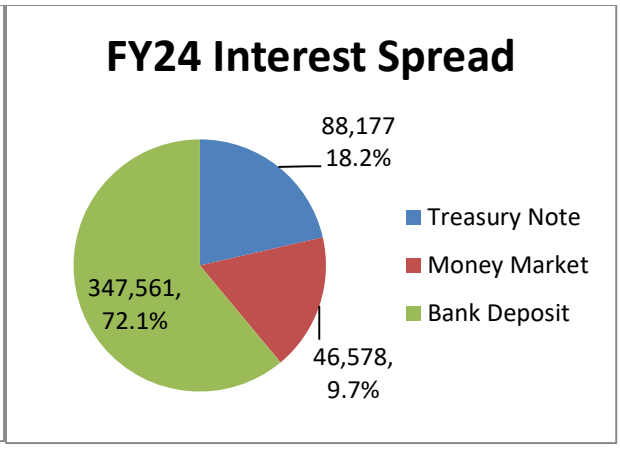
OUA Portfolio as at 09.30.24

During FY24, Treasury note was purchased on 12/19/2023, when the Authority acquired $2,500,000 of Treasury Note at a discount of $78,803.23 and a maturity date of 09/15/2024. Interest and capital gain totaling $88,177 or a yield of 4.906% were realized from this investment, resulting in the achievement of 1.29% or approximately $21,206 above bank deposit return.

The tables below shows deposit (avg.) and interest income by category for FY24

Type/ Par Value	Purchase Price	Market Price	# of days	Purchase Date	Maturity Date	Yield	FY24 Bud. Int.	Act. Int. FY24
Treasury Note	2,421,197	2,500,000	240	12/18/2023	9/15/2024	4.91%	Nil	$88,177
Money Market	1,286,699	1,286,699	365	Open	Open	3.62%	$12,270	$46,578
Bank Deposit	10,171,804	10,171,804	365	Open	Open	3.62%	$20,163	$347,561
					FY23	**Int.**	**$32,433**	**$482,316**



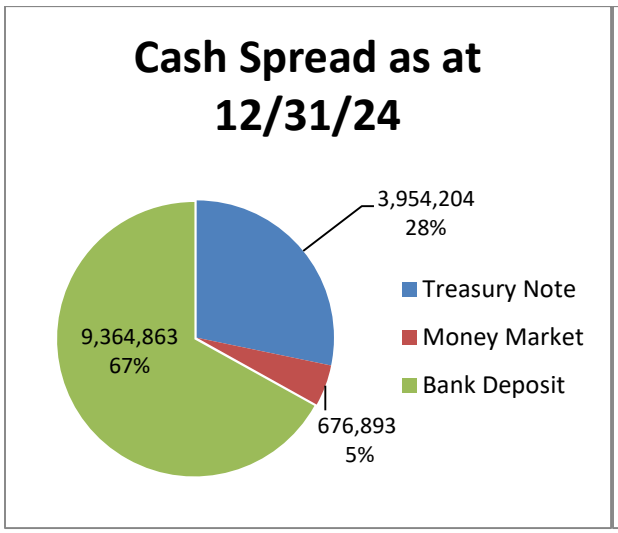


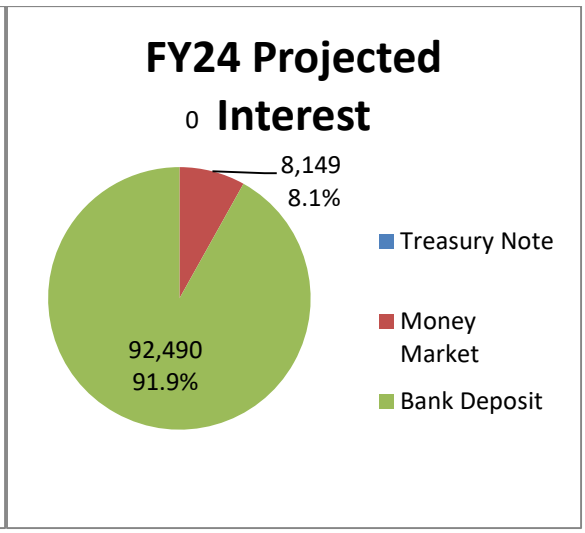
OUA Portfolio 10.01.24 – 12.31.24

With further reduction in interest rate being planned by the Federal Reserve, Staff acquired two sets of Treasury Notes with maturity dates of 04/30/25 and 09/15/25 with returns of 4.35% and 4.14% respectively in an attempt to maximize the FY25 interest income. The table and pie chart below shows the interest income earned for the three months (Oct. – Dec.) of FY25 compare with YTD budget.

As stated earlier, staff continues to evaluate the market for the best return on investments while ensuring the safety and security of the Authority's funds.

Type/ Par Value	Purchase Price	Market Price	# of days	Purchase Date	Maturity Date	Yield	YTD Bud. Int.	Act. Int. 12.31.24
Treasury Note	1,959,531	2,000,000	205	10/8/2024	4/30/2025	4.35%	Nil	$0
Treasury Note	1,994,673	2,000,000	333	10/17/2024	9/15/2025	4.14%	Nil	$0
Money Market	676,893	676,893	365	Open	Open	3.62%	$4,719	$8,149
Bank Deposit	9,364,863	9,364,863	365	Open	Open	3.62%	$82,472	$92,490
					FY24	**Int.**	**$87,191**	**$100,639**





Attached are copies of the following documents:

- OUA Investment Policy.
- OUA FY24 Continuing Professional Education (CPE) certificate of Investment Officer – State requires 9 hr.of CPE annually; OUA achieved 10 hr. CPE in 2024.
- Resolution 24-02 (pages 42 – 45).

The above report is provided for information purpose only.

OKEECHOBEE UTILITY AUTHORITY

Investment Policy

I. Introduction and Scope

It is the policy of the Okeechobee Utility Authority (the "Authority") to invest public funds in a manner to place the highest priority on the safety of principal and liquidity of funds. The optimization of investment returns shall be secondary to the requirements for safety and liquidity. The funds will also be invested as to meet the daily cash flow demands of the Authority and conform to all federal and state statutes and Authority resolutions governing the investment of public funds, including, but not limited to Section 218.415, Florida Statutes (see attached).

This investment policy applies to funds under control of the Authority in excess of those required to meet short-term expenses. The investment policy shall not apply to pension funds, trust funds or funds related to the issuance of debt where there are other existing policies or indentures in effect for such funds. These funds will be accounted for in the Authority's comprehensive annual financial report and audited statements prepared by the Authority's independent certified public accountant. All current investments will be reported in the monthly financial statement as prepared by the Authority's staff for the Board, and at least on an annual basis for the Board shall include securities in the portfolio by class or type, book value, income earned, and market value as of the report date. Such reports shall be available to the public.

II. Investment Objectives

It is the policy of the Authority to invest public funds in a manner which will provide, in order of priority:

a. Safety of Capital,

b. Liquidity of Funds, and

c. Investment Income.

Investments held should be diversified to the extent practicable to control the risk of loss resulting from over concentration of assets in a specific maturity, issuer, instrument, dealer, or bank through which financial instruments are bought and sold. Diversification strategies within the established guidelines shall be reviewed and revised periodically, as deemed necessary by the appropriate management staff.

The Authority recognizes that no investment is totally without risk and that the investment activities of the Authority are a matter of public record.

III. Prudence and Ethical Standards

The standard of prudence to be applied by the Authority's investment officer shall be the "prudent person rule", which generally states, "investments should be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived from the investment."

The Authority's investment officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific security's credit risk or market price changes, provided that these deviations are reported immediately, and that appropriate action is taken to control adverse developments. The investment officer will be responsible for ensuring sufficient liquidity of investments so that the Authority's operations can be properly maintained with minimal borrowing requirements in the event of bank savings and loan failures.

IV. Authorized Investments

As authorized by Florida Statute or law or local resolution or ordinance, the following are authorized investments for the Authority:

A. Money market or savings accounts maintained in state certified public depositories, as defined in F.S. 280.02. Sufficient funds will be kept in such accounts to cover all outstanding checks drawn on the Authority's demand accounts which are zero balance accounts.

B. Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency with the funds held in an institutional class.

C. Direct obligations of the U.S. Treasury such as Treasury bills, notes, and bonds issued by the United States Government.

D. Bonds or other interest-bearing obligations, the payment of the principal and interest of which is unconditionally guaranteed by the United States Government.

E. Written repurchase agreements on treasury bills, notes and bonds issued by the United States Government made in compliance with Florida Statute and any other applicable law. Repurchase agreement collateral shall be delivered to a third-party safekeeping account (payment versus delivery). A master repurchase agreement shall be entered into with each institution with which a repurchase agreement is done.

F. Securities issue by, guaranteed by, or for which the credit of the following is pledged for payment by one of the Federal agencies and instrumentalities: The Federal National Mortgage Association (FNMA); Government National Mortgage Association (GNMA); Federal Home Loan Bank (FHLN); Federal Home Loan Mortgage Corporation (FHLMC); Federal Farm Credit Bank (FFCB); Federal Land Bank (FLB); and Export Import Bank (EXIM).

G. Certificates of Deposit with state-certified, qualified public depositories, as defined in F.S. 280.02. Before investments are placed with an institution, a current financial statement and certification as an eligible public depository must be on file with the Authority. The Authority will limit the amount invested with any one institution to 25% of the total portfolio to safeguard Authority funds.

H. The local Government Surplus Funds Trust Fund, or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act, as provided in F.S. 163.01.

I. Commercial paper that, at the time of purchase, is rated in one of the seven highest rating categories of P-1 by Moody's Investors (and is not on Credit Watch Negative) by one or more nationally recognized organizations that regularly rate such obligations. The investment shall not exceed 397 days.

J. Any security issued by the Authority.

K. Municipal bonds rated Aaa by Moody's Investors or AAA by S&P Global (formerly Standard and Poor's) and Fitch Ratings.

L. Any other investment vehicle authorized by Florida law and determined by the investment officer and the Utility Authority Board to be a prudent investment.

V. Investment Officer

The Executive Director, or in his/her absence the Finance Director, is designated as the investment officer of the Authority and is responsible for investment decisions. The day-to-day administration of the cash management program is handled by designated members of the Authority staff and periodic reports for submission to the Board shall include securities in the portfolio by class or type, book value, income earned, and market value as of the report date based on written level of authority. The Investment Officer, or its designee, must annually complete 8 hours of continuous education in subjects or courses of study related to investment practices and products.

VI. Eligible Depositories

The following institutions are designated as eligible depositories for the Authority:

A. All state and national banks having principal offices in Florida insured by the Federal Deposit Insurance Corporation (FDIC), or its successor, and approved as eligible public fund depositories by the State of Florida.

B. All state and federal chartered banks having principal offices in Florida insured by the Federal Deposit Insurance Corporation and approved as qualified public depositories by the State of Florida.

VII. Local Participation

The Authority's intent is to support, when beneficial to the Authority as determined by the Investment Officer, local financial institutions located within its boundaries. Investments in institutions located outside of the Authority boundaries may be made, based upon advice by the Authority's Investment Officer and or a Financial Consultant when either competitive rates, lack of collateral available from local financial institutions, allocations of assets, or financial stability from local financial institutions make this decision in the best interest of the Authority or when investment timing requires investment alternatives and short-term yields are not conveniently available from local financial institutions.

VIII. Eligible Securities Brokers/Dealers

The following are designated eligible broker/dealers for the governmental securities transactions allowed under law:

A. Securities dealers and banks designated as reporting dealers for the Federal Reserve Bank of New York (primary dealers).

B. National and state banks with principal officers in Florida as approved by the Utility Authority Board.

C. Securities dealers not designated reporting dealers by the Federal Reserve Bank of New York but approved by the Utility Authority Board.

IX. Maturity Schedule

The Investment Officer will prepare a cash flow forecast as deemed necessary by appropriate management staff to provide a guideline for supplementing cash flow with maturing investments to provide sufficient liquidity to meet the cash flow needs of the Authority. To that end, the investment policy should direct that, to the extent possible, an attempt will be made to match investment maturities with known cash needs and anticipated cash flow requirements. Therefore, the security maturity schedule should not exceed the cash needs of the Authority at any time. Proposed investments which have a maturity schedule exceeding three years from the date of purchase must be authorized by the Authority Board.

X. Sale of Securities

When the invested funds are needed in whole or in part for the purposes originally intended or for more optimal investments, the Authority's Investment Officer, following advice from the Board, may sell such investments at the prevailing market price and place the proceeds into the proper account or Fund of the Authority.

XI. Internal Controls

The following internal controls and operational procedures will aid in preventing losses of Authority funds:

A. Third-party Custodial safekeeping agreements.

B. Avoiding bearer-form securities

C. Clear delegation of authority to subordinate staff members

D. Promptly confirming telephone transactions in writing. All investment transactions will be supported by written evidence such as a confirmation ticket issued by the broker/dealer

E. Minimizing the number of authorized investment officials

F. Documenting transactions

After the Authority staff has determined the appropriate maturity date based on cash-flow needs and market conditions and has analyzed and selected one or more optimal types of investment, the security in question shall, when feasible and appropriate, be competitively bid, when feasible and appropriate, or covered under an ongoing investment program approved by the Board.

No withdrawal of securities, in whole or in part, shall be made from safekeeping except by an authorized staff member of the Authority. Securities transactions between a broker/dealer and the custodian involving purchase or sale of securities by transfer of money or securities must be made on a "delivery vs. payment" basis, if applicable, to ensure that the custodian will have the security or money, as appropriate, in hand at the end of the transaction.

In addition, the Authority's independent auditors shall test the Authority's compliance with the investment policy and report any noncompliance or weaknesses in internal controls noted to the Board. Internal controls shall be designed to prevent loss of public funds from fraud, error, and misrepresentation by another party, or imprudent actions by an employee or employees of the Authority.

Approved by OUA Board November 9, 2020

SECTION 40. POWERS AND AUTHORITY OF INSPECTORS

(a) The Executive Director and other duly authorized employees of the OUA, bearing proper credentials and identification, shall be permitted to enter all properties for the purposes of inspection, observation, measurement, sampling, and testing in accordance with the provisions of this Resolution. The Executive Director and duly authorized OUA employees shall have no authority to inquire into any processes, including metallurgical, chemical, oil refining, ceramic, paper or other industries beyond that point having a direct bearing on the kind and source of discharge to the sewers or waterways or facilities for waste treatment.

(b) While performing the necessary work on private properties referred to in Subsection (a) above, the Executive Director or duly authorized employees of the OUA shall observe all safety rules applicable to the premises established by the Owner. The Owner shall provide reasonable and safe access to the premises, as well as direction and or supervision as to the areas or systems being inspected.

SECTION 41. FINANCIAL FUND POLICIES

A. Investment of Funds

Permitted Investments are certificates of deposit and money market accounts from Qualified Public Depositories; other certificate of deposits that are FDIC insured; U.S. Treasury Securities; securities issued or guaranteed by U.S. Federal Agencies; repurchase agreements; and commercial paper with an investment grade rating of AAA from S&P or Fitch or Aaa from Moody's.

B. Renewal, Replacement and Improvement Fund

The OUA has established a Renewal, Replacement and Improvement Fund (RR&I Fund). As required by the existing Bond documents, moneys are deposited into the Renewal, Replacement and Improvement Fund in an amount equal to five percent (5%) of the Gross Revenues of the System for the preceding Fiscal Year. The purpose of the fund is to renew, replace and/ or improve the System. The moneys in the Renewal, Replacement and Improvement Fund shall be used for the purpose of paying the costs of extensions, improvements or additions to, or the replacement or renewal of capital assets

of the System, or extraordinary repairs of the System. These funds may be commingled in order to obtain the maximum amount of interest; provided, however, that separate books of account shall be established to precisely identify the funds of this account. The interest accruing from the investment of these funds shall accrue to this Fund and shall be used only for purposes authorized in the applicable Bond Resolution.

As stated in the current Official Statements for the 1999 and 2002 Official Bonds the Authority may also establish an additional annual funding target in excess of the five percent (5%) requirement based on the Authority's renewal and replacement expenditure needs as set forth in the five-year capital improvements program (CIP) as approved by the Board of Directors. Therefore, the Authority shall strive to maintain a minimum balance in the renewal and replacement fund of five percent (5%) of prior year's gross revenues.

C. Operating Reserve Fund

The Authority shall strive to maintain an unrestricted Operating Reserve Fund balance equal to sixty (60) calendar days of the Authority's annual operating and maintenance expenses as established during its annual budget. Funds in the operating Reserve may be utilized following Board approval of the Executive Director's or Authorized Officer's request, which shall also include a plan, of restoring these funds back to the minimum levels within a reasonable period of time as established by the Board of Directors.

D. Emergency Reserve Fund

In addition to the 90-day Operating Reserve, an Emergency Reserve Fund will be established and maintained to help offset unforeseen Capital or other major operating expenditures due to unexpected emergencies (i.e., hurricanes, pump failures, electrical failures, etc.) that can not be met with other funds. The Authority shall strive to maintain an unrestricted Emergency Reserve Fund thirty (30) calendar days of total annual operating and maintenance expenses for the preceding fiscal year, or any amount, that the Authority determines is needed to be reserved in said Emergency Reserve Fund.

The moneys in the Emergency Reserve Fund shall be used for the purpose of paying the costs of emergency repairs as approved by the Board, with a plan approved by

the Board detailing the restoration of these funds back to the minimum levels within a reasonable period of time as established by the Board of Directors. These funds and may be commingled in order to obtain the maximum amount of interest; provided, however, that separate books of account shall be established to precisely identify the funds of this account.

E. Hydrant Fund

The OUA has established a Hydrant Fund to be used for the acquisition and installation of fire hydrants, periodic maintenance, repair and replacement of fire hydrants and all costs related thereto, including the installation of necessary water mains in support of fire protection. Revenue for the Hydrant Fund is generated by a fire hydrant fee which is included on the consolidated bill for each water customer in accordance with the prevailing schedule of rates, fees and charges. These funds may be commingled in order to obtain the maximum amount of interest; provided, however, that separate books of account shall be established to precisely identify the funds of this account.

F. Rate Stabilization Fund

When the Authority has exceeded minimum targeted annual senior debt service coverage of 1.20 (1.10 is required by the Bond Resolution), and coverage of junior lien debt by 1.15, and has excess revenues above expenditure needs, such excess revenues may be deposited into a Rate Stabilization Fund. The Rate Stabilization Fund ~~can~~ may be funded up to an amount not to exceed of three million dollars ($3,000,000.00). Any additional excess revenues above funding of the Rate Stabilization Fund may then be used to supplement Net Operating Revenues or the Capital Improvement Program as necessary.

G. Debt Service Reserve Fund(s)

In connection with existing and future loan and/or bond obligations the OUA has will be required to set aside certain funds to be used for the future payment of debt service. These funds are required to be physically segregated in separate bank accounts. To that

end, the OUA will establish and maintain various debt service payment accounts and Restricted Debt Service Reserve Accounts as may be required and/or stipulate to by the loan and bond covenants.

H. Guaranteed Revenue Charge (GRC)

In order to reflect the cost of reserving capacity a Guaranteed Revenue Charge (GRC) will be assessed to new water and/or wastewater connections as reserved by a Developer Agreement. This charge will be assessed on a monthly basis until the service has been connected to the OUA system. The basis for the charge will be the number of equivalent residential connection(s) (ERC) reserved by the Developer Agreement multiplied by the monthly residential meter base facility charge.

I. Annual Price Deflator Index

As a minimum, the Authority shall adjust water and sewer rates annually based on an inflationary index to help ensure that the Authority's revenues keep up with inflationary operating cost increases. The Authority may use the GDP Implicit Price Deflator Index as published annually by the Florida Public Service Commission or other such Board approved inflationary index to determine the annual rate adjustment. In addition to applying the annual index adjustment the Authority shall also conduct periodic rate reviews (e.g., every two to three years) to verify that OUA revenues match revenue requirements including both operating and capital costs.

SECTION 42. CUSTOMERS WITHOUT WATER METER SERVICE

To be connected to the OUA wastewater system, the customer shall be connected to the OUA water system when available. Those current customers which are wastewater customers only, shall be given a twenty-four (24) month period from the date of this Resolution to connect to the OUA water system.

SECTION 43. UNAUTHORIZED USE OF THE OUA SYSTEM

No person shall be authorized to tap, cut or in any way use any line, branch or part of the OUA utility system without obtaining a Service Agreement, and paying all applicable

CERTIFICATE OF COMPLETION

awarded to

Lauriston Hamilton

for successfully completing

Financial Markets: A Comprehensive Overview

Course Code: M248-2022-01-SSDL

Field of Study: Finance

CPE Credits: 10.00 Date: Tuesday, December 3, 2024

Elizabeth Kolar
Executive Vice President, Financial Education

Instructional Method: QAS Self-Study

TX Sponsor #009930 NY Sponsor #002547
NASBA #112530

In accordance with the standards of the National Registry of CPE Sponsors, CPE credits have been granted based on a 50-minute hour.

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 32

JANUARY 21, 2025

ATTORNEY

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 33

JANUARY 21, 2025

EXECUTIVE DIRECTOR

Southwest Wastewater Service Area

- Project 1
  - Force Main SE2 Interconnect
    On Hold
- Project 2 Collection System
  Notice to Proceed issued on March 29, 2023
  Substantial: March 29, 2025 (731 calendar days from NTP)
  Final: May 12, 2025 (775 calendar days from NTP)
  Construction underway
- Project 3 Okee-Tantie
  Under Design (Pending FDEP & USACOE Permitting)

Pine Ridge Park Utility Improvements

- Notice to Proceed issued June 21, 2022
- Substantial Completion February 16, 2024 (425 calendar days from NTP + 181 days per Change Orders)
- Final Completion March 18, 2024 (455 calendar days from issuance NTP + 181 days per Change Orders)
  - Contractor reached Substantial Completion June 28, 2024
  - Final Completion expected soon

SW 5th Ave Wastewater System Improvements

- Design review at 60%

Treasure Island Septic to Sewer Project

- Initial 30% force main and north collection layout received & reviewed by OUA
- South Vacuum system 30% design reviewed by OUA
- Acquiring easements

SR 78W Water Main Improvements Project

- Construction completed; project close-out underway

General Information

- SFWMD water main construction underway by others
- Consumptive Use Permit RAI submitted

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 34

JANUARY 21, 2025

ITEMS FROM THE BOARD