

**OKEECHOBEE UTILITY AUTHORITY**

**MEETING AGENDA**

**JUNE 20, 2023**

**8:30 A.M.**

1. Call the Meeting to Order
    - Pledge of Allegiance
    - Determination of Voting Members
  2. Glades County Representative Appointment
  3. Agenda Additions or Deletions
  4. Meeting Minutes from May 16, 2023
  5. Department Supervisor Updates
  6. **Consent Agenda**
    7. Invoice from Sumner Engineering & Consulting, Inc. – SW Wastewater Service Area Project (Part B & C)
    8. Invoice from Sumner Engineering & Consulting, Inc. – SW Wastewater Service Area Project (Part E)
    9. Invoice from Sumner Engineering & Consulting, Inc. – Okee-Tantie Utility System Improvements
    10. Invoice from Sumner Engineering & Consulting, Inc. – Homeowner Grant Funding Support
    11. Invoice from Hinterland Group, Inc. – Pine Ridge Park Utility Improvements
    12. Invoice from Hinterland Group, Inc – SWSA Project 2
    13. Invoice from McNabb Hydrogeologic Consulting, Inc. – WWTP Injection Well
    14. Invoice from Felix Associates of Florida, Inc. - SWSA Master Pump Station Project
    15. Invoice from Go Underground Utilities, LLC – SWSA Master Force Main
    16. Invoice from Kimley Horn and Associates, Inc. – Treasure Island Septic to Sewer Project
    17. Invoice from Holtz Consulting Engineers, Inc. – AC Pipe Removal
    18. Invoices from CHA – Pine Ridge Park Utility System
    19. Invoice from Thorn Run Partners
    20. Invoice from MacVicar Consulting, Inc. – Lake Okeechobee System Operating Manual
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21. Finance Report
  22. Preliminary FY24 Budget
  23. Three Years Budget vs Actual Analysis
  24. Audit Services Contract

25. 2023 Employee Classification & Compensation Survey
26. Emergency Repair to Pump Station SE-3
27. FY23 Wastewater Pump Stations
28. Pine Ridge Park Change Order No. 2
29. SWTP Perimeter Fence
30. 2023 Vehicle Purchase
31. Public Comments
32. Items from the Attorney
33. Items from the Executive Director
34. Items from the Board

**OKEECHOBEE UTILITY AUTHORITY**

**AGENDA ITEM NO. 1**

**JUNE 20, 2023**

Call Meeting to Order

Pledge of Allegiance  
Determine Voting Members

	<u>Absent</u>	<u>Present</u>
Tommy Clay – Board Member	_____	_____
John Gilliland – Board Member	_____	_____
Harry Moldenhauer – Board Member	_____	_____
Steve Nelson – Board Member	_____	_____
Tabitha Trent – Board Member	_____	_____
Glenn Sneider - Alternate	_____	_____

**FUTURE MEETING OF OUA BOARD**

**July 18, 2023 – 8:30 A.M.**

**FUTURE HOLIDAYS FOR OUA STAFF**

**Tuesday – July 4, 2023 – Independence Day**

**Monday – September 4, 2023 – Labor Day**

**OKEECHOBEE UTILITY AUTHORITY**

**AGENDA ITEM NO. 2**

**JUNE 20, 2023**

**GLADES COUNTY REPRESENTATIVE APPOINTMENT**

As provided for in the Interlocal Agreement, paragraph 4.4, the four Regular Members appointed by the County and City, shall vote, by simple majority, on the Glades County representative.

Ms. Melanie Anderson has submitted an application to serve as a Alternate Member for Glades County.

What is the action of the OUA Board?

APPLICATION FOR  
OKEECHOBEE UTILITY AUTHORITY  
GLADES COUNTY BOARD APPOINTMENT

The information from this questionnaire will be used by the OUA Board in considering your appointment. The questionnaire **MUST BE COMPLETED IN FULL**. Answer "none" or "not applicable" where appropriate. Please type or print in black ink.

June 6, 2023

Date Completed

1. Name: Last Anderson First Melanie Middle Frances

2. Business Address:

Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

3. Residence Address:

Street 1292 Hunter Road City Okeechobee State FL Zip 34974

4. List all your places of residence for the last five (5) years.

<u>Address</u>	<u>City</u>	<u>State</u>	<u>From</u>	<u>To</u>
<u>1292 Hunter Road</u>	<u>Okeechobee</u>	<u>FL</u>	<u>1985</u>	<u>Present</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

5. A. Date of Birth: November 12, 1942 B. Place of Birth: Jacksonville, FL  
(This information is required so OUA can conduct a proper background investigation.)

6. A. Driver License Number: A536-546-42-912-0 B. Issuing State: Florida  
(This information is required so OUA can conduct a proper background investigation.)

Application for OUA Glades County Appointment

7. Have you ever used or been known by any other legal name? (Circle one) Yes  
 No

If "Yes" please state your previous name and reason for change.

<u>Previous Name</u>	<u>Reason for Change</u>

8. A Are you a United States' citizen? (Circle one) Yes  No  
 If "No" please explain.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

B. If you are a naturalized citizen the date of naturalization. \_\_\_\_\_

9. Since what year have you claimed Florida residency? \_\_\_\_\_

10. Education  
 A. High School Name and Location Terry Parker High - Jacksonville, FL  
 Year graduated 1960

B. List all postsecondary educational institutions attended:

<u>Name &amp; Location</u>	<u>Dates Attended</u>	<u>Certificates/Degrees Received</u>
<u>PBCC-WPB, FL</u>	<u>1970's</u>	<u>Foundation of Banking</u>
<u>FL School of Banking/Uoff</u>	<u>1982-1984</u>	<u>Certificate of Completion</u>

11. Are you or have you ever been a member of the armed forces of the United States?

(Circle one) Yes No **X**

- A. Dates of Service: \_\_\_\_\_
- B. Branch or component: \_\_\_\_\_
- C. Date and type of discharge: \_\_\_\_\_

12. Have you ever been convicted or had adjudication withheld for violation of any federal, state, county, or municipal law, regulation, or ordinance? (Exclude traffic violations for which a fine or civil penalty of \$150 or less was paid.) If "Yes" give details **NO**

<u>Date</u>	<u>Place</u>	<u>Nature</u>	<u>Disposition</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

13. Do you now, or have you, within the last three (3) years, been a member of any club or organization that, to your knowledge, in practice or policy, restricts membership or restricted membership during the time that you belonged on the basis of race, religion, national origin, or gender? (Circle one) Yes No **X**  
If yes, detail the nature of the club(s) or organization(s), relevant policies and practices, and state whether you intend to continue as a member if you are appointed to the Okeechobee Utility Authority Board.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- 14. A. Current Employer: Self
- B. Occupation: Certified Signing Agent - Mobile Notary

15. A. State your experiences and interests or elements of your personal history that may better qualify you for this appointment.

Member of the Okeechobee Utility Authority Board from September, 1995 to March 2023.

Proven interest in the Authority and what it stands for.

\_\_\_\_\_  
\_\_\_\_\_

B. Have you ever received any degree, professional certification, or designation that may better qualify you for this appointment? If so, please explain. **NO**

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C. Identify all association memberships and association offices held by you that may better qualify you for this appointment. **N/A**

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D. Describe any additional information about yourself that would be an asset to the OUA Board.

I was an active member of the OUA Board of Directors from 1995 to 2023 and feel I was an asset in growing and improving the system to better serve the community. Providing service and working to improve the local water supply. I wish to represent the residents in Glades County, specifically Buckhead Ridge in any decisions.

16. List three (3) persons who have known you well within the past five (5) years. Include a current, complete address and telephone number for each. Exclude relatives and current or former employees of the Okeechobee Utility Authority.

<u>Name</u>	<u>Address (Mail)</u>	<u>Zip</u>	<u>Phone Number</u>
<u>Lyn Lowe</u>	<u>510 SW 8th St Okee, FL</u>	<u>34974</u>	<u>863-634-8349</u>
<u>Susie Burk</u>	<u>105 NW 6th St Okee, FL</u>	<u>34972</u>	<u>863-763-2898</u>
<u>Tom Conely</u>	<u>401 NW 6th St Okee, FL</u>	<u>34972</u>	<u>863-763-3825</u>

17. If appointed as a Glades County Representative to the OUA Board, would you prefer to serve as a regular member or an alternate member? (Circle one)

Regular\*                      Alternate\*\* X

\* Regular members are appointed to a four (4) year term

\*\* Alternate members are appointed to a two (2) year term

The facts set forth above in my application are true and complete. You are hereby authorized to make any investigation of my personal history through any investigative bureaus of your choice. In making this application for appointment I also understand that an investigative consumer report may be made whereby information is obtained through personal interviews with my neighbors, friends, or others with whom I am acquainted. This inquiry includes information as to my character, general reputation, personal characteristics and mode of living. I understand that I have the right to make a written request within a reasonable period of time to receive additional detailed information about the nature and scope of this investigative consumer report.

I authorize the use of any information in this application to verify my statements, and I authorize past employers, all references, and any other persons to answer all question asked concerning my ability, character, reputation, and previous employment record. I release all such persons from any liability or damages on account of having furnished such information.

*Application for OUA Glades County Appointment*



Applicant's Signature

June 6, 2023

Date

Melanie F. Anderson

Applicant's Printed Name

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 3

JUNE 20, 2023

**AGENDA ADDITIONS OR DELETIONS**

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 4

JUNE 20, 2023

**MEETING MINUTES**

Attached is a copy of the minutes for the meeting held on May 16, 2023.

**Unless the Board determines a correction is required to the minutes, Staff recommends the approval of the meeting minutes from May 16, 2023 as presented.**

**OKEECHOBEE UTILITY AUTHORITY  
MEETING MINUTES**

Tuesday, May 16, 2023 8:30 A.M.

Okeechobee Utility Authority

100 SW 5<sup>th</sup> Avenue

Okeechobee, Florida

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

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

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

**Board Members:**

Tommy Clay\*

John Gilliland\*

Harry Moldenhauer\*

Steve Nelson\*

Tabitha Trent\*

**Alternates:**

Glenn Sneider

**Absent:**

\*Voting Board Members

**OUA Members:**

John Hayford

Lauriston Hamilton

Jamie Mullis

Tom Conely

Michelle Willoughby

**Chairperson Clay addressed Agenda Item No. 2 ‘Agenda Additions or Deletions’ There were none.**

**Chairperson Clay addressed Agenda Item No. 3 ‘Meeting Minutes from April 18, 2023.’ Motion by Steve Nelson to accept the Meeting Minutes from April 18, 2023 as presented. Second by Tabitha Trent. Vote unanimous (5-0), motion carried.**

**Chairperson Clay addressed Agenda Item No. 4 ‘Department Supervisor Updates’ OUA Department Supervisors (Jess Manson, Jamie Gamiotea and Kristy Arnold) report to the board on current staffing levels, vacancies, customer complaints, operational issues and hurricane preparedness.**

**Chairperson Clay addressed Agenda Item No. 5 ‘Consent Agenda’ Motion by Steve Nelson to approve the Consent Agenda as presented:**

**Consent Agenda Item No. 6 ‘Sumner Engineering & Consulting, Inc – SW Wastewater Service Area Project (Part B & C) in the amount of \$5,039.50’**

**Consent Agenda Item No. 7 ‘Sumner Engineering & Consulting, Inc – SW Wastewater Service Area Project (Part E) in the amount of \$3,687.50’**

**Consent Agenda Item No. 8 ‘Sumner Engineering & Consulting, Inc – Okee-Tantie Utility**

**System Improvements in the amount of \$13,548.06'**

- Consent Agenda Item No. 9 'Sumner Engineering & Consulting, Inc – SWSA Master Force Main Tortoise Relocation in the amount of 3,121.25'**
- Consent Agenda Item No. 10 'Sumner Engineering & Consulting, Inc – consumptive Use Permit Consulting in the amount of \$1,700.00'**
- Consent Agenda Item No. 11 'Invoices from CHA – Pine Ridge Park Utility System in the amounts of \$8,289.25 and \$32,266.83'**
- Consent Agenda Item No. 12 'Invoice from Felix Associates, Inc. – SWSA Master Pump Station in the amount of \$277,304.05'**
- Consent Agenda Item No. 13 'Invoice from Go Underground Utilities, LLC. – SWSA Master Force Main in the amount of \$7,813.75'**
- Consent Agenda Item No. 14 'Invoice from Thorn Run Partners in the amount of \$3,500.00'**
- Consent Agenda Item No. 15 'Invoice from MacVicar in the amount of \$250.00'**

**Second by John Gilliland. Vote unanimous (5-0), motion carried.**

**Chairperson Clay addressed Agenda Item No. 16 'Finance Report'** Finance Director Hamilton reviews the Finance Report for period ending April 30, 2023. **Motion by Steve Nelson to approve the Finance Report for period ending April 30, 2023. Second by Tabitha Trent. Vote unanimous (5-0). Motion carried.**

**Chairperson Clay addressed Agenda Item No. 17 'Presentation of FY22 Financial Statements Audit Report, Governance Letter and Annual Financial Report'** Finance Director Hamilton introduces Mr. Terry Morton of Nowlen, Holt & Miner, P.A. presented the FY22 Financial Statement Audit Report and the FY22 Annual Financial Report to the Board. Mr. Morton advised that it was a clean audit. **Motion by Steve Nelson to accept the FY 2022 Financial Statement Audit Report and Annual Financial Report as presented. Second by Harry Moldenhauer. Vote unanimous (5-0), motion carried.**

**Motion by Tabitha Trent to extend the contract with Nowlen, Holt & Miner, P.A. for a period of 2 years in the amount of \$18,000, plus \$4,000 for single audit totaling \$22,000 per year. Second by Steve Nelson. Vote unanimous (5-0), motion carried.**

**Chairperson Clay addressed Agenda Item No. 18 '2023 Employee Classification & Compensation Survey'** Executive Director Hayford discusses that on March 29, 2023, the OUA publicly advertised a Request for Proposals for the 2023 Employee Classification & Compensation Survey. Responses were due by 3:00PM on April 18, 2023. Proposals were received from Evergreen Solutions, Inc., Parilla & Associates and Cody & Associates, Inc. Executive Director Hayford discusses that the OUA Review Committee met on April 27<sup>th</sup> to discuss the merits of each proposal and to create a committee ranking. The committee final ranking was Evergreen, Cody and Parilla. Executive Director discusses that each of the firms were asked to prepare a 15-20 minute presentation for the OUA Board. Cody & Associates, Inc., and Parilla & Associates were present for the presentation. Evergreen Solutions, Inc. conducted a virtual presentation. **Motion by Tabitha Trent to approve the proposal from Evergreen Solutions, Inc. Second by John Gilliland. Vote was as follows:**

<b>Tommy Clay</b>	<b>Yes</b>	<b>Steve Nelson</b>	<b>Yes</b>
<b>John Gilliland</b>	<b>Yes</b>	<b>Tabitha Trent</b>	<b>Yes</b>
<b>Harry Moldenhauer</b>	<b>No</b>		

**Vote 4-1, motion carried.**

**Chairperson Clay addressed Agenda Item No. 19 ‘NW 5<sup>th</sup> Street Gravity Sewer Project’** Executive Director Hayford discusses the NW 5<sup>th</sup> Street Gravity Sewer Project. Executive Director Hayford discusses that the project has been completed to the satisfaction of the engineer (Steve Dobbs) and OUA staff. Executive Director Hayford discusses the Change Order and final pay application. Executive Director Hayford explains that the Change Order included a deductive change to the terminal manhole cost, additive cost for manhole coating and deductive cost to remove the contingency money. **Motion by Steve Nelson to approve deductive Change Order No. 1 in the amount of \$14,497.20. Second by Tabitha Trent. Vote unanimous (5-0), motion carried.**

**Motion by Tabitha Trent to approve final pay application to B & B Site Development in the amount of \$10,495.38. Second by John Gilliland. Vote unanimous (5-0), motion carried.**

**Chairperson Clay addressed Agenda Item No. 20 ‘Pine Ridge Park Pay Application No.8’** Executive Director Hayford discusses that OUA staff, project engineers and Hinterland Group staff had an extensive progress meeting. Executive Director Hayford explains that during the meeting, a discussion was had concerning when to expect their (Hinterland) next pay request. Hinterland suggested it had been sent. It was determined after the meeting that it had been sent for review, it was reviewed and sent back to Hinterland, but, Hinterland had not sent out the final corrected pay application. Executive Director Hayford discusses that OUA staff received a copy late Thursday. OUA field staff have reviewed and approved this pay application. Executive Director Hayford discusses that it has not been reviewed yet by the OUA administrative section nor has OUA received the engineer’s approval. This item was tabled.

**Chairperson Clay addressed Agenda Item No. 21 ‘Mechanical Integrity Test – Cemetery Riad WWTF Injection Well’** Executive Director Hayford discusses the OUA is required to test the integrity of the injection well during the permit renewal process. The OUA is currently in that process of renewing the operating well permit as provided by the contract with McNabb Hydrogeologic Consulting, Inc. Executive Director Hayford discusses that the OUA publicly advertised the bid for injection well services and to perform this integrity testing of the well. The OUA placed a public advertisement and direct solicited qualified firms. Executive Director Hayford discussed that proposals were received from Florida Design Drilling, LLC, Layne Christensen Company and Younquist Brothers, Inc. Executive Director discusses that the project consultant reviewed the bids and contacted references. Executive Director discusses that the project consultant made a recommendation of award to Florida Design Drilling, LLC. **Motion by Harry Moldenhauer to accept the recommendation and to make the award to Florida Design Drilling, LLC in the amount of \$69,850.00. Second by Steve Nelson. Vote unanimous (5-0), motion carried.**

**Chairperson Clay addressed Agenda Item No. 22 ‘Surface Water Treatment Plant Inspection’** Executive Director Hayford discusses that a OUA Board member conducted a site inspection on Saturday, April 29<sup>th</sup>. The plant tour was arranged without the help of OUA Executive staff or the water plant Supervisor. At a later date (Wednesday, May 3<sup>rd</sup>), another plant tour was arranged by the OUA Board member who requested the plant Supervisor an Executive Director to be present. Vice Chairperson Trent discusses the finding of the site inspection. The findings include items such as computer safety, preventative maintenance, workplace hazards, and employee safety. *John Gilliland out at 11:37 A.M. John Gilliland in at 11:39 A.M.* Vice Chairperson Trent discusses the need for perimeter chain link fencing, automatic entrance gate with security panel. There was a brief discussion on perimeter security and staff were directed to request quotations for perimeter fencing, automatic gates and security cameras. Executive Director Hayford discusses the two pumps stations that are lakeside and one pump station that is on the Rim Canal. There was a brief discussion regarding the pump stations. *Steve Nelson out at 11:54*

*A.M. Tom Conely out at 11:54 A.M.* Vice Chairperson Trent suggested to staff that make more routine and surprise visits be made to the plants. Vice Chairperson Trent discusses the importance of having a routine maintenance schedule.

**Chairperson Clay addressed Agenda Item No. 23 ‘SWTP Sludge Press Hopper Repair’** Executive Director discusses the during the SWTP tour it was recommended that the hopper bin beneath the sludge press be replaced. Executive Director Hayford discusses that only one quote was obtained since the hopper has to fit a specific piece of equipment. Hudson Pump & Equipment was contacted for a quote. The vendor provided a quote in the amount of \$28,574.00. **Motion by Tabitha Trent to approve to approve the purchase from Hudson Pump & Equipment in the amount of \$28,574.00. Second by John Gilliland. Vote unanimous (4-0), motion carried.**

**Chairperson Clay addressed Agenda Item No. 24 ‘SWTP Pipe Replacement’** Executive Director discusses the during the SWTP tour it was recommended that a piece of piping between one of the filters and Actiflo tank be replaced. Executive Director Hayford discusses that two contractors were contacted, PRP Construction and Go Underground Utilities, LLC to obtain pricing for the pipe replacement. Executive Director Hayford discussed both of the quotes that were received. There was a brief discussion. **Motion by Tabitha Trent to accept the quote from Go Underground Utilities, LLC in the amount of \$16,300.00. Second by Harry Moldenhauer. Vote unanimous (4-0), motion carried.**

**Chairperson Clay addressed Agenda Item No. 25 ‘2023 OUA Administrative Organization Chart’** Executive Director Hayford reviews the organization chart with the board. Executive Director Hayford discusses that it is a partial since it does not show all employees at the Maintenance, Water and Wastewater Departments. This item is for information purposes only.

**Chairperson Clay addressed Agenda Item No. 26 ‘Preliminary Succession Chart’** Executive Director Hayford discusses that preliminary discussions were had between administrative staff and department supervisors asking them to name possible replacements for their position. Executive Director Hayford discusses that to determine a more permanent chart, these positions would need to be open to all personnel to see who is interested. If an opening were to occur, the OUA would advertise the position both to the public and internal to OUA employees

**Chairperson Clay addressed Agenda Item No. 27 ‘Public Comments’** There were none.

**Chairperson Clay addressed Agenda Item No. 28 ‘Items from the Attorney’** Attorney Tom Conley discusses the license agreement with Hinterland Group, Inc. for usage of property owned by the OUA for a temporary storage site. Attorney Tom Conley discusses that this would be a 2-year agreement with a possible 1-year extension. **Motion by Tabitha Trent to accept the license agreement between the OUA and Hinterland Group, Inc. for 2 years with a possible 1-year extension. Second by Harry Moldenhauer. Vote unanimous (4.0), motion carried.**

**Chairperson Clay addressed Agenda Item No. 29 ‘Items from the Executive Director’** Executive Director Hayford gave an update on current projects.

**Chairperson Clay addressed Agenda Item No. 30 ‘Items from the Board’**

**There being no other business, meeting adjourned at 12:25 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.

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Chairperson

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Executive Director (Secretary)

DRAFT

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 5

JUNE 20, 2023

**DEPARTMENT SUPERVISOR UPDATES**

# **OKEEHOBEE UTILITY AUTHORITY**

## **AGENDA ITEM NO. 6**

**JUNE 20, 2023**

### **CONSENT AGENDA**

1. Pull items for discussion from Consent Agenda.
2. Items pulled from Consent Agenda will be discussed at the end of Agenda.
3. Unless noted all Consent Agenda items are recommended for approval.
4. Motion to approve items on Consent Agenda as follows:
  7. Invoice from Sumner Engineering & Consulting, Inc. – SW Wastewater Service Area Project (Part B & C)
  8. Invoice from Sumner Engineering & Consulting, Inc. – SW Wastewater Service Area Project (Part E)
  9. Invoice from Sumner Engineering & Consulting, Inc. – Okee-Tantie Utility System Improvements
  10. Invoice from Sumner Engineering & Consulting, Inc. – Homeowner Grant Funding Support
  11. Invoice from Hinterland Group, Inc. – Pine Ridge Park Utility Improvements
  12. Invoice from Hinterland Group, Inc – SWSA Project 2
  13. Invoice from McNabb Hydrogeologic Consulting, Inc. – WWTP Injection Well
  14. Invoice from Felix Associates of Florida, Inc. - SWSA Master Pump Station Project
  15. Invoice from Go Underground Utilities, LLC – SWSA Master Force Main
  16. Invoice from Kimley Horn and Associates, Inc. – Treasure Island Septic to Sewer Project
  17. Invoice from Holtz Consulting Engineers, Inc. – AC Pipe Removal
  18. Invoices from CHA – Pine Ridge Park Utility System
  19. Invoice from Thorn Run Partners
  20. Invoice from MacVicar Consulting, Inc. – Lake Okeechobee System Operating Manual

**OKEECHOBEE UTILITY AUTHORITY**

**AGENDA ITEM NO. 7**

**JUNE 20, 2023**

**CONSENT AGENDA**

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

Please find attached the invoice in the amount of \$3,015.00 submitted by Sumner Engineering & Consulting, Inc. Staff is aware of the work currently being done by Sumner Engineering & Consulting, Inc. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					\$724,136.00
Apr-20	1	Apr-20		\$48,503.60	\$675,632.40
May-20	2	May-20		\$38,802.88	\$636,829.52
Jun-20	3	Jun-20		\$33,952.52	\$602,877.00
Aug-20	4	Aug-20		\$87,306.48	\$515,570.52
Sep-20	5	Sep-20		\$43,653.24	\$471,917.28
Nov-20	6	Nov-20		\$77,605.76	\$394,311.52
Jan-21	7	Jan-21		\$38,802.88	\$355,508.64
Feb-21	8	Feb-21		\$38,802.88	\$316,705.76
Apr-21	9	Apr-21		\$43,653.24	\$273,052.52
Jul-21	9	Jul-21		\$19,401.44	\$253,651.08
Oct-21	10	Oct-21		\$7,275.54	\$246,375.54
Dec-21	11	Dec-21		\$10,592.40	\$235,783.14
Jan-22	12	Jan-22		\$13,491.60	\$222,291.54
Mar-22	13	Mar-22		\$27,996.69	\$194,294.85
Mar-22	Change Order		\$36,220.00		\$230,514.85
Apr-22	14	Apr-22		\$18,959.03	\$211,555.82
May-22	15	May-22		\$14,778.68	\$196,777.14
Jun-22	16	Jun-22		\$20,965.08	\$175,812.06
Jul-22	17	Jul-22		\$12,173.00	\$163,639.06
Aug-22	18	Aug-22		\$3,756.38	\$159,882.68
Sep-22	19	Sep-22		\$7,843.75	\$152,038.93
Oct-22	20	Oct-22		\$6,609.13	\$145,429.80
Jan-23	21	Jan-23		\$20,175.13	\$125,254.67
Feb-23	22	Feb-23		\$7,617.63	\$117,637.04
Mar-23	23	Mar-23		\$12,447.75	\$105,189.29
Apr-23	24	Apr-23		\$9,852.61	\$95,336.68
May-23	25	May-23		\$5,039.50	\$90,297.18
Jun-23	26		\$3,015.00		\$87,282.18

**Staff recommends approval of this invoice in the amount of \$3,015.00 to Sumner Engineering & Consulting, Inc.**



## Invoice

BILL TO

June 9, 2023

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

Invoice No. 1577

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

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

**OUA Purchase Order No. 10264**

Task	Contract Amount	Percent Complete	Amount Complete	Previously Billed	Invoice Amount
<b>B1 – Design and Permitting</b>	<b>\$505,036</b>	98%	\$494,935.28	\$494,935.28	<b>\$0.00</b>
• <i>Original Authorization</i>	<i>\$485,036</i>				
• <i>Change Order</i>	<i>\$20,000</i>				
<b>B2 – Bidding Services</b>	<b>\$43,380</b>	76%	\$32,968.80	\$32,968.80	<b>\$0.00</b>
• <i>Original Authorization</i>	<i>\$27,160</i>				
• <i>Change Order</i>	<i>\$16,220</i>				
<b>C – Construction Services</b>	<b>\$211,940</b>	T&M	\$145,169.74	\$142,154.74	<b>\$3,015.00</b>
				<b>TOTAL:</b>	<b>\$3,015.00</b>

Total Purchase Order Amount: \$760,356.00

Total Billed to Date: \$673,073.82

**Total Billed this Invoice: \$ 3,015.00**

For services rendered through April 30 – June 3, 2023.

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



## CEI Backup

**BILL TO**

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

**INVOICE #** 1577  
**DATE** 06/09/2023  
**DUE DATE** 06/09/2023  
**TERMS** Due on receipt

DATE	ACTIVITY	QTY	RATE	AMOUNT
05/02/2023	<b>Hours - Sumner, Jeffrey M</b> Meeting w/ Go Underground	1:00	170.00	170.00
05/04/2023	<b>Hours - Sumner, Jeffrey M</b> Pay app review	1:00	170.00	170.00
05/06/2023	<b>Hours - Sumner, Jeffrey M</b> Monthly report, pay app processing	2:00	170.00	340.00
05/09/2023	<b>Hours - Sumner, Jeffrey M</b> Contractor coordination, MFM as-built review; MPS site meeting	2:00	170.00	340.00
05/09/2023	<b>Hours - Field Inspector:Hours - Field Inspector</b> Site Visit.	5:00	90.00	450.00
05/10/2023	<b>Hours - Sumner, Jeffrey M</b> Pay app (MFM); contractor coordination on MPS odor control	1:30	170.00	255.00
05/18/2023	<b>Hours - Sumner, Jeffrey M</b> Site visit	1:00	170.00	170.00
05/18/2023	<b>Hours - Field Inspector:Hours - Field Inspector</b> Site Visit Master Pump Station	2:00	90.00	180.00
05/23/2023	<b>Hours - Sumner, Jeffrey M</b> FM as-built review	1:00	170.00	170.00
05/24/2023	<b>Hours - Sumner, Jeffrey M</b> Contractor coordination, pay app review	2:00	170.00	340.00
05/31/2023	<b>Hours - Sumner, Jeffrey M</b> Contractor coordination	1:00	170.00	170.00
06/01/2023	<b>Hours - Sumner, Jeffrey M</b> Contractor / inspector coordination, pay app review.	1:00	170.00	170.00
06/01/2023	<b>Hours - Field Inspector:Hours - Field Inspector</b> Site Visit.	1:00	90.00	90.00

.....  
 TOTAL OF NEW CHARGES 3,015.00

# OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 8

JUNE 20, 2023

## CONSENT AGENDA

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

Please find attached the invoice in the amount of \$42,380.80 submitted by Sumner Engineering & Consulting, Inc. Staff is aware of the work currently being done by Sumner Engineering & Consulting, Inc. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					\$1,141,783.00
Jun-21	1	Jun-21		\$19,783.98	\$1,121,999.02
Jul-21	2	Jul-21		\$28,576.86	\$1,093,422.16
Aug-21	3	Aug-21		\$17,585.76	\$1,075,836.40
Sep-21	4	Sep-21		\$61,550.16	\$1,014,286.24
Oct-21	5	Oct-21		\$68,144.82	\$946,141.42
Dec-21	6	Dec-21		\$15,387.54	\$930,753.88
Jan-22	7	Jan-22		\$84,990.00	\$845,763.88
Feb-22	8	Feb-22		\$57,147.84	\$788,616.04
Mar-22	9	Mar-22		\$33,336.24	\$755,279.80
Apr-22	10	Apr-22		\$42,860.88	\$712,418.92
May-22	11	May-22		\$85,721.76	\$626,697.16
Jun-22	12	Jun-22		\$47,623.20	\$579,073.96
Jul-22	13	Jul-22		\$38,098.56	\$540,975.40
Aug-22	14	Aug-22		\$28,573.92	\$512,401.48
Sep-22	15	Sep-22		\$14,286.96	\$498,114.52
Oct-22	16	Oct-22		\$9,524.64	\$488,589.88
Jan-23	17	Jan-23		\$17,389.00	\$471,200.88
Feb-23	18	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		\$42,380.80		\$412,486.68

**Staff recommends approval of this invoice in the amount of \$42,380.80 to Sumner Engineering & Consulting, Inc.**



## Invoice

BILL TO

June 12, 2023

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

Invoice No. 1580

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	93.5%	\$445,276.92	\$433,371.12	\$11,905.80
E3 – Bidding and Negotiation Phase	\$34,778	80%	\$27,822.40	\$27,822.40	\$0.00
E4 – Construction Phase Services (excl. RPR)	\$147,500	17%	\$25,075.00	\$5,900.00	\$19,175.00
E5 – Post-Construction Phase Services	\$20,784	0%	\$0.00	\$0.00	\$0.00
E6 – Resident Project Representative (T&M)	\$242,667	T&M (See attached)	\$11,300.00	\$0.00	\$11,300.00
				<b>TOTAL:</b>	<b>\$42,380.80</b>

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

Total Billed to Date: \$ 729,296.32

**Total Billed this Invoice: \$ 42,380.80**

For services rendered April 30 – June 10, 2023.

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



## Project 2 RPR - Backup

**BILL TO**

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

**INVOICE #** 1580  
**DATE** 06/12/2023  
**DUE DATE** 06/12/2023  
**TERMS** Due on receipt

DATE	ACTIVITY	QTY	RATE	AMOUNT
05/11/2023	Resident Project Representative:Inspector	4:00	100.00	400.00
05/12/2023	Resident Project Representative:Inspector	1:00	100.00	100.00
05/17/2023	Resident Project Representative:Inspector	6:30	100.00	650.00
05/18/2023	Resident Project Representative:Inspector	7:30	100.00	750.00
05/19/2023	Resident Project Representative:Inspector	5:30	100.00	550.00
05/22/2023	Resident Project Representative:Inspector	5:00	100.00	500.00
05/23/2023	Resident Project Representative:Inspector	4:00	100.00	400.00
05/24/2023	Resident Project Representative:Inspector	5:30	100.00	550.00
05/25/2023	Resident Project Representative:Inspector	7:00	100.00	700.00
05/26/2023	Resident Project Representative:Inspector	7:00	100.00	700.00
05/31/2023	Resident Project Representative:Inspector	7:00	100.00	700.00
06/01/2023	Resident Project Representative:Inspector	7:00	100.00	700.00
06/02/2023	Resident Project Representative:Inspector	7:30	100.00	750.00
06/05/2023	Resident Project Representative:Inspector	7:30	100.00	750.00
06/06/2023	Resident Project Representative:Inspector	8:00	100.00	800.00
06/07/2023	Resident Project Representative:Inspector	8:00	100.00	800.00
06/08/2023	Resident Project Representative:Inspector	7:00	100.00	700.00
06/09/2023	Resident Project Representative:Inspector	8:00	100.00	800.00

TOTAL OF NEW CHARGES 11,300.00

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 9

JUNE 20, 2023

**CONSENT AGENDA**

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

Please find attached the invoice in the amount of \$51,798.28 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		\$321,447.96
May-23	11	May-23		\$13,548.06	\$307,899.90
Jun-23	12		\$51,791.28		\$256,108.62

**Staff recommends approval of this invoice in the amount of \$51,791.28 to Sumner Engineering & Consulting, Inc.**



# Invoice

BILL TO

June 9, 2023

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

Invoice No. 1575  
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
<b>A1 – Preliminary Modeling and Technical Memo</b>	\$36,100.00	100%	\$36,100.00	\$36,100.00	<b>\$0.00</b>
<b>A2 – Route Survey and Preliminary (10%) Design</b>	\$129,050.00	100%	\$129,050.00	\$129,050.00	<b>\$0.00</b>
<b>A3 – Pre-Application Meetings and Summary Memo</b>	\$5,850.00	50%	\$2,925.00	\$2,925.00	<b>\$0.00</b>
<b>B1 – Design and Permitting</b>	\$431,594.00	27%	\$116,530.38	\$64,739.10	<b>\$51,791.28</b>
• <i>Original Authorization</i>	\$319,944.00				
• <i>Change Order</i>	\$111,650.00				
<b>B2 – Bidding Services</b>	\$17,010.00	0%	\$0.00	\$0.00	<b>\$0.00</b>
• <i>Original Authorization</i>	\$13,765.00				
• <i>Change Order</i>	\$3,245.00				
<b>C1 – Construction Administration</b>	\$211,840.00	0%	\$0.00	\$0.00	<b>\$0.00</b>
• <i>Original Authorization</i>	\$181,370.00				
• <i>Change Order</i>	\$30,470.00				
				<b>TOTAL:</b>	<b>\$51,791.28</b>

Total Purchase Order Amount: \$831,444.00  
Total Billed to Date: \$284,605.38  
**Total Billed this Invoice: \$ 51,791.28**

For services rendered April 30 – June 10, 2023.

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 10

JUNE 20, 2023

**CONSENT AGENDA**

**INVOICE FROM SUMNER ENGINEERING & CONSULTING, INC. – HOMEOWNER  
GRANT FUNDING SUPPORT**

Please find attached the invoice in the amount of \$3,120.00 submitted by Sumner Engineering & Consulting, Inc. Staff is aware of the work currently being done by Sumner Engineering & Consulting, Inc. and is in agreement with this request.

**Staff recommends approval of this invoice in the amount of \$3,120.00 to Sumner Engineering & Consulting, Inc.**



## Invoice

BILL TO

June 9, 2023

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

Invoice No. 1576

Project 2 Homeowner Grant Funding Support (SEC Proj. No. 19-04)

**OUA Purchase Order No. 11479**

Task	Contract Amount	Percent Complete	Amount Complete	Previously Billed	Invoice Amount
MFM Tortoise Survey and Summary Memo	\$12,000.00	26%	\$3,120.00	\$0.00	<b>\$3,120.00</b>
				<b>TOTAL:</b>	<b>\$3,120.00</b>

Total Purchase Order Amount: \$12,000.00

Total Billed to Date: \$ 3,120.00

**Total Billed this Invoice: \$ 3,120.00**

For services rendered through June 3, 2023.

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 11

JUNE 20, 2023

**CONSENT AGENDA**

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

Please find attached the invoice in the amount of \$71,522.68 submitted by Hinterland Group, Inc. is aware of the work currently being done by Hinterland Group, Inc. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					\$5,143,000.00
Jul-22	Change Order		\$712,125.05		\$4,430,874.95
Oct-22	1	Oct-22		\$110,913.06	\$4,319,961.89
Dec-22	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		\$71,522.68		\$2,199,042.92

**Staff recommends approval of this invoice in the amount of \$71,522.68 to Hinterland Group, Inc.**



June 13, 2023  
235-006.03

(Sent via email to [jhayford@ouafl.com](mailto:jhayford@ouafl.com))

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

Dear Mr. Hayford:

Reference: Application and Certificate for Payment No. 8 Revision 1  
Pine Ridge Park Utility System Improvements

Enclosed is revised Payment Application and Certificate No. 8 Revision 1 for the above referenced project from Hinterland Group. **We recommend funding the requested hard cost amount of \$71,522.68 as payment for work completed from April 1, 2023, through April 30, 2023.** The work for which payment is being requested includes:

1. Partial payment for As-Built Record Drawings.
2. Partial payment for Maintenance of Traffic.
3. Partial Payment for NPDES compliance.
4. Final Payment for installation of 50 LF of 6" PVC vacuum main.
5. Final Payment for installation of two (2) 6-inch division valves and valve boxes.
6. Final Payment for Furnish and Install Vacuum Collection Pit Assemblies Type "A" adjacent to main, Type "A" Across from main, Type "B" Adjacent to Main and Type "B" across from main.
7. Final Payment for Restoration-furnish and place sod.
8. Partial Payment for Restoration- asphalt road patch.

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, the Contractor is to submit record drawing information per Specification 01050, 3.04 and approved by CHA Consulting, Inc. prior to issuing payment to Contractor. Once CHA Consulting, Inc. approves the record drawing submittal, 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,

A handwritten signature in blue ink that reads "Douglas Hammann". The signature is written in a cursive, flowing style.

Douglas K. Hammann, P.E.

Encl.

V:\Projects\CSFL122\Documents\Okeechobee\235-006.03 Pine Ridge Park Utility Improvements - SDC\Pay Requests\Pay App #8\Pay App #8.docx

**PAYMENT APPLICATION AND CERTIFICATE  
SIGNATURE PAGE**

**APPLICATION NUMBER 8**

<b>DATE</b>	<u>April 27, 2023</u>	<b>PROJECT NUMBER</b>	<u>235-006.03</u>
<b>PERIOD FROM</b>	<u>April 1, 2023</u>	<b>TO</b>	<u>April 30, 2023</u>
<b>PROJECT NAME</b>	<u>Pine Ridge Park Utility Improvements</u>		
<b>CONTRACTOR</b>	<u>Hinterland Group, Inc.</u>		

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 _____
Owner _____	Date _____
_____	Date _____

**ACKNOWLEDGMENT OF PAYMENT**

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

Contractor Hinterland Group, Inc.

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

By Mr. Chase Rogers

Title: Project Manager

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

_____ Signature	Date _____
--------------------	------------

**PAYMENT APPLICATION AND CERTIFICATE**

Date: \_\_\_\_\_ Project No: \_\_\_\_\_  
Application No: \_\_\_\_\_ Period From \_\_\_\_\_ To \_\_\_\_\_  
Project: \_\_\_\_\_  
To Owner: \_\_\_\_\_  
From Contractor: \_\_\_\_\_  
Thru Engineer: \_\_\_\_\_

- 1. Original Contract Sum. . . . . \$ \_\_\_\_\_
- 2. Approved Contract Modifications. . . . . \$ \_\_\_\_\_
- 3. Contract Modifications Approved This Period  
(List Contract Modification Numbers \_\_\_\_\_  
And attach copies of Contract Modifications). . . . . \$ \_\_\_\_\_
- 4. Revised Contract Amount (Sum of Lines 1 & 2). . . . . \$ \_\_\_\_\_
- 5. Total Value of Work completed to Date. . . . . \$ \_\_\_\_\_
- 6. Less Amount Retained ( \_\_\_\_\_ %). . . . . \$ \_\_\_\_\_
- 7. Subtotal (Line 5 - Line 6). . . . . \$ \_\_\_\_\_
- 8. Less Previous Certificates for Payment. . . . . \$ \_\_\_\_\_  
(Line 7 from previous application)
- 9. Current Payment Due (Line 7 - Line 8). . . . . \$ \_\_\_\_\_
- 10. Balance to Finish Plus Retainage (Line 4 - Line 7). . . . . \$ \_\_\_\_\_
- 11. Percent Project Complete ( \_\_\_\_\_ %)

CONTRACTOR'S CERTIFICATION

The undersigned Contractor certifies:

- 1. The Work covered by this Application for Payment has been completed in accordance with the Contract Documents.
- 2. All previous progress payments received from the OWNER on account of Work done under the Contract referred to above have been applied to discharge in full all obligations of the CONTRACTOR incurred in connection with Work covered by prior Applications for Payment numbered 7 thru 3/31/2023 inclusive.
- 3. Title to all materials and equipment incorporated in said work or otherwise listed in or covered by this Application for Payment will pass to the OWNER at time of payment free and clear of all liens, claims, security interests and encumbrances (except such as covered by bond acceptable to the OWNER).

  
(Authorized Representative)

\_\_\_\_\_

Contractor

6/13/2023

\_\_\_\_\_

Date

Payment of the amount in  
Line 9 is recommended.

\_\_\_\_\_

Project Representative

\_\_\_\_\_

Date

**APPLICATION AND CERTIFICATION FOR PAYMENT**

AIA DOCUMENT G702

TO OWNER: **OKEECHOBEE UTILITY AUTHORITY**

PROJECT: **PINE RIDGE PARK UTILITY IMPROVEMENTS**

APPLICATION NO: **8**

FROM CONTRACTOR:

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

APPLICATION DATE: **April 27, 2023**

PERIOD FROM: **April 1, 2023**

PERIOD TO: **April 30, 2023**

REVISION:

CONTRACT NO.: **235-006.03**

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

**CONTRACTOR'S APPLICATION FOR PAYMENT**

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

1. ORIGINAL CONTRACT SUM	\$	<u>5,143,000.00</u>
2. Net change by Change Orders	\$	<u>(712,125.05)</u>
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	<u>4,430,874.95</u>
4. TOTAL COMPLETED & STORED TO DATE:	\$	<u>2,349,296.92</u>
5. RETAINAGE:		
a. <u>5</u> % of Completed Work	\$	<u>111,465.86</u>
(Column D + E on G703)		
b. <u>5</u> % of Stored Material	\$	<u>5,998.99</u>
(Column F on G703)		
Total Retainage (Lines 5a - 5b or		
Total in Column I of G703)		
	\$	<u>117,464.85</u>
6. TOTAL EARNED LESS RETAINAGE:	\$	<u>\$2,231,832.07</u>
(Line 4 Less Line 5 Total)		
7. LESS PREVIOUS CERTIFICATES FOR		
PAYMENT (Line 6 from prior Certificate)	\$	<u>2,160,309.39</u>
8. CURRENT PAYMENT DUE	\$	<u>71,522.68</u>
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$	<u>2,199,042.88</u>
(Line 3 less Line 6)		

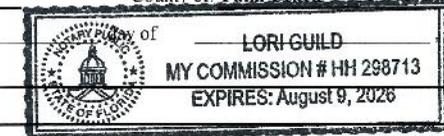
CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
	\$0.00	\$712,125.05
Total approved this Month	\$ -	0.00
TOTALS	\$0.00	\$712,125.05
NET CHANGES by Change Order	(\$712,125.05)	

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

CONTRACTOR: HINTERLAND GROUP, INC.

By: *Nelson Bello* (Authorized Representative) Date: 6/13/2023  
Nelson Bello, Project Manager

State of: Florida County of: Palm Beach  
Subscribed and sworn to before me this \_\_\_\_\_ 2022  
Notary Public: *Lori Guild*  
My Commission expires: \_\_\_\_\_



**ENGINEER'S CERTIFICATE FOR PAYMENT**

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

AMOUNT CERTIFIED . . . . . \$ \_\_\_\_\_

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: \_\_\_\_\_

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.

CONTRACT: 235-006.03

PROJECT TITLE: PINE RIDGE PARK UTILITY IMPROVEMENTS

APPLICATION NO: 8

APPLICATION DATE: 4/27/2023

PERIOD TO: 4/30/2023

PROJECT NO.: 235-006.03

CONTRACT NO.: 22-0039-00

In tabulations below, amounts are stated to the nearest dollar.  
Use Column I on Contracts where variable retainage for line items may apply.

A ITEM NO.	F DOT PAY ITEM NO.	B DESCRIPTION OF WORK ITEM	C QTY	D UNIT	E UNIT PRICE	F SCHEDULED VALUE TOTAL	G WORK COMPLETED FROM PREVIOUS APPL		H WORK COMPLETED THIS PERIOD		I QTY TO DATE	J MATERIALS PRESENTLY STORED (NOT IN G OR H)	K TOTAL COMPLETED AND STORED TO DATE (G+H+I)	L BALANCE TO FINISH (F - K)	M TOTAL RETAINAGE  5.00%	
							QTY	AMOUNT (G + H)	QTY	AMOUNT						
<b>GENERAL</b>																
1		Mobilization	1	LS	\$ 316,000.00	\$316,000.00	0.950	\$300,200.00		\$ -	0.95	\$0.00	\$300,200.00	95%	\$15,800.00	\$15,010.00
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	0.600	\$20,520.00	0.1	\$3,420.00	0.7	\$0.00	\$23,940.00	70%	\$10,260.00	\$1,197.00
4		Maintenance of Traffic	1	LS	\$ 34,200.00	\$34,200.00	0.800	\$27,360.00	0.1	\$3,420.00	0.9	\$0.00	\$30,780.00	90%	\$3,420.00	\$1,539.00
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	0.700	\$7,182.00	0.1	\$1,026.00	0.8	\$0.00	\$8,208.00	80%	\$2,052.00	\$410.40
<b>SANITARY SYSTEM</b>																
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	1850.000	\$106,097.50	50	\$2,867.50	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	200.000	\$15,960.00		\$0.00	200	\$7,479.72	\$23,439.72	49%	\$24,440.28	\$1,171.99
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	20	\$176,000.00	14	\$123,200.00	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	2	\$19,150.00	5	\$47,875.00	7	\$0.00	\$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		\$0.00	11	\$110,385.00	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	1	\$10,260.00	2	\$20,520.00	3	\$0.00	\$30,780.00	100%	\$0.00	\$1,539.00
<b>Furnish and install vacuum pump station with equipment, complete</b>																
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	0.25	\$85,000.00		\$0.00	0.25	\$0.00	\$85,000.00	25%	\$255,000.00	\$4,250.00
10d		Finish Roofing	1	LS	\$ 35,000.00	\$35,000.00		\$0.00		\$0.00	0	\$0.00	\$0.00	0%	\$35,000.00	\$0.00
10e		Gutters	1	LS	\$ 12,000.00	\$12,000.00		\$0.00		\$0.00	0	\$0.00	\$0.00	0%	\$12,000.00	\$0.00
10f		Overhead Crane	1	LS	\$ 40,000.00	\$40,000.00		\$0.00		\$0.00	0	\$0.00	\$0.00	0%	\$40,000.00	\$0.00
		Generator (Furnish Only)	1	LS	\$ 125,000.00	\$125,000.00		\$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	0.05	\$11,750.00		\$0.00	0.05	\$0.00	\$11,750.00	5%	\$223,250.00	\$587.50
10h		Flovec System (Furnish Only)	1	LS	\$ 481,000.00	\$481,000.00		\$0.00		\$0.00	0	\$112,500.00	\$112,500.00	23%	\$368,500.00	\$5,625.00
10i		Piping Material (Furnish Only)	1	LS	\$ 45,000.00	\$45,000.00		\$0.00		\$0.00	0	\$0.00	\$0.00	0%	\$45,000.00	\$0.00
10j		Stucco and Paint Finish	1	LS	\$ 55,000.00	\$55,000.00		\$0.00		\$0.00	0	\$0.00	\$0.00	0%	\$55,000.00	\$0.00
10k		HVAC	1	LS	\$ 35,000.00	\$35,000.00		\$0.00		\$0.00	0	\$0.00	\$0.00	0%	\$35,000.00	\$0.00
10l		Louvers and Metalwork	1	LS	\$ 45,000.00	\$45,000.00		\$0.00		\$0.00	0	\$0.00	\$0.00	0%	\$45,000.00	\$0.00
10m		Order Control	1	LS	\$ 15,000.00	\$15,000.00		\$0.00		\$0.00	0	\$0.00	\$0.00	0%	\$15,000.00	\$0.00
10n		General Plumbing	1	LS	\$ 12,000.00	\$12,000.00		\$0.00		\$0.00	0	\$0.00	\$0.00	0%	\$12,000.00	\$0.00
10o		Bathroom	1	LS	\$ 15,000.00	\$15,000.00		\$0.00		\$0.00	0	\$0.00	\$0.00	0%	\$15,000.00	\$0.00
10p		Doors	1	LS	\$ 25,000.00	\$25,000.00		\$0.00		\$0.00	0	\$0.00	\$0.00	0%	\$25,000.00	\$0.00
10q		Labor and Supervision for installation and General Site Work	1	LS	\$ 125,000.00	\$125,000.00	0.63	\$78,750.00		\$0.00	0.63	\$0.00	\$78,750.00	63%	\$46,250.00	\$3,937.50
<b>OUA Vacuum Building Breakdown Total</b>																
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
<b>WATER SYSTEM</b>																
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		\$0.00		\$0.00	0	\$0.00	\$0.00	0%	\$14,950.00	\$0.00
18b		Furnish, install, and remove sample points, complete, inclusive of bacteriological testing, complete - On Fire Hydrant	4	EA	\$ 1,150.00	\$4,600.00		\$0.00		\$0.00	0	\$0.00	\$0.00	0%	\$4,600.00	\$0.00
19		Furnish and install fire hydrant assemblies, complete	5	EA	\$ 9,300.00	\$46,500.00	5	\$46,500.00		\$0.00	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.

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

APPLICATION NO: 8  
APPLICATION DATE: 4/27/2023  
PERIOD TO: 4/30/2023  
PROJECT NO.: 235-006.03  
CONTRACT NO.: 22-0039-00

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

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

A ITEM NO.	B FDOT PAY ITEM NO.	C DESCRIPTION OF WORK ITEM	D QTY	E UNIT	F UNIT PRICE	G SCHEDULED VALUE TOTAL	H WORK COMPLETED FROM PREVIOUS APPL		I WORK COMPLETED THIS PERIOD		J MATERIALS PRESENTLY STORED (NOT IN G OR H)	K TOTAL COMPLETED AND STORED TO DATE (G+H+I)	L % (K - F)	M BALANCE TO FINISH (F - K)	N TOTAL RETAINAGE  5.00%
							QTY	AMOUNT (G + H)	QTY	AMOUNT					
							QTY TO DATE								
22		Disconnect wells, complete	104	EA	\$ 185.00	\$19,240.00		\$0.00		\$0.00	0	\$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	93%	\$1,820.00	\$1,274.00
24		Grout and Abandon Water Main Pipe, complete	310	LF	\$ 15.50	\$4,805.00		\$0.00		\$0.00	0	\$0.00	0%	\$4,805.00	\$0.00
		<b>RESTORATION</b>													
25		Furnish and place sod, complete	11,000	LF	\$ 2.85	\$31,350.00	10200	\$29,070.00	800	\$2,280.00	11000	\$0.00	100%	\$0.00	\$1,567.50
26		Asphaltic Driveways, complete	330	SY	\$ 57.00	\$18,810.00		\$0.00		\$0.00	0	\$0.00	0%	\$18,810.00	\$0.00
27		Concrete Driveways, complete	1,840	SY	\$ 74.10	\$136,344.00		\$0.00		\$0.00	0	\$0.00	0%	\$136,344.00	\$0.00
28		Gravel Driveways, complete	1,200	SY	\$ 22.80	\$27,360.00		\$0.00		\$0.00	0	\$0.00	0%	\$27,360.00	\$0.00
29		Asphalt Road Patch, complete	1,850	SY	\$ 25.30	\$46,805.00		\$0.00	716	\$18,114.80	716	\$0.00	39%	\$28,690.20	\$905.74
30		Headwall Replacement, complete	7	EA	\$ 855.00	\$5,985.00		\$0.00		\$0.00	0	\$0.00	0%	\$5,985.00	\$0.00
31		Pavement Markings/Restoration Allowance	1	LS	\$ 10,000.00	\$10,000.00		\$0.00		\$0.00	0	\$0.00	0%	\$10,000.00	\$0.00
32		Miscellaneous Work Allowance	1	LS	\$ 400,000.00	\$400,000.00		\$0.00		\$0.00	0	\$0.00	0%	\$400,000.00	\$0.00
		<b>BID ALTERNATE ITEMS</b>						\$0.00							
1A		Furnish and install 2-inch HDPE water main via directional drill, inclusive of all fittings, transition pieces, appurtenances; set up, mobilization, and demobilization	3,460	LF	\$ 17.20	\$59,512.00		\$0.00		\$0.00	0	\$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%	\$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%	\$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%	\$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%	\$68,280.00	\$0.00
3A		Deductive Alternate for providing an Alternate Generator System/ Manufacturer meeting the requirements of specifications Section 16204T.	1	LS	\$ -	\$0.00		\$0.00		\$0.00	0	\$0.00	0%	\$0.00	\$0.00
		<b>Change Orders</b>								\$0.00					
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%	-\$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%	-\$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%	-\$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%	-\$19,240.00	\$0.00
CO#1 -5		Reduction of Bid Items No. 1 through 6 as a result of work being removed in Items 1 through 5 above.	1.00	LS	-\$7,120.05	-\$7,120.05		\$0.00		\$0.00	0	\$0.00	0%	-\$7,120.05	\$0.00
		<b>TOTAL</b>				<b>\$4,430,874.95</b>		<b>\$1,896,208.90</b>		<b>\$333,108.30</b>	-	<b>\$119,979.72</b>		<b>\$2,081,578.03</b>	<b>\$117,464.85</b>



**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 12

JUNE 20, 2023

**CONSENT AGENDA**

**INVOICE FROM HINTERLAND GROUP, INC. – SWSA PROJECT 2**

Please find attached the invoice in the amount of \$302,829.81 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	Retainage	Amount Paid	Remaining Balance
						\$11,954,105.00
Jun-23	1		\$302,829.81	\$15,938.41		\$11,635,336.78

**Staff recommends approval of this invoice in the amount of \$302,829.81 to Hinterland Group, Inc.**



June 9, 2023

Okeechobee Utility Authority  
100 SW 5<sup>th</sup> Avenue  
Okeechobee, FL 34974

**RE: SWSA Project 2 – Vacuum Collection System  
Hinterland Group, Inc. – Pay Application No. 1**

Mr. Hayford:

Please find attached Pay Application No. 1 for the above-referenced project, recommended for payment in the amount of \$302,829.81, which covers work confirmed to have been completed for the period from Notice to Proceed to May 31, 2023, less the required 5% retainage. In support of our recommendation for payment, we have attached our daily RPR logs for the month, a Monthly Summary Report, and delivery tickets to support the “stored materials” quantities listed on the pay application

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

Sincerely,  
**Sumner Engineering & Consulting, Inc.**

Jeffrey M. Sumner, PE  
President

**Contractor's Application for Payment**

<b>Owner:</b> <u>Okeechobee Utility Authority</u>	<b>Owner's Project No.:</b> _____
<b>Engineer:</b> <u>Sumner Engineering &amp; Consulting, Inc.</u>	<b>Engineer's Project No.:</b> <u>19-04.E</u>
<b>Contractor:</b> <u>Hinterland Group, Inc.</u>	<b>Contractor's Project No.:</b> <u>22-0234-00</u>
<b>Project:</b> <u>Southwest Wastewater Service Area - Project 2</u>	
<b>Contract:</b> <u>235-006.03</u>	

**Application No.:** 1                      **Application Date:** 6/1/2023  
**Application Period:** From 5/15/2023 to 5/31/2023

1. Original Contract Price	\$ 11,954,105.00
2. Net change by Change Orders	\$ -
3. Current Contract Price (Line 1 + Line 2)	\$ 11,954,105.00
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 318,768.22
5. Retainage	
a. <u>5%</u> X <u>\$ 256,190.00</u> Work Completed	\$ 12,809.50
b. <u>5%</u> X <u>\$ 62,578.22</u> Stored Materials	\$ 3,128.91
c. Total Retainage (Line 5.a + Line 5.b)	\$ 15,938.41
6. Amount eligible to date (Line 4 - Line 5.c)	\$ 302,829.81
7. Less previous payments (Line 6 from prior application)	
8. Amount due this application	\$ 302,829.81
9. Balance to finish, including retainage (Line 3 - Line 4)	\$ 11,635,336.78

**Contractor's Certification**

The undersigned Contractor certifies, to the best of its knowledge, the following:  
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;  
(2) Title to all Work, 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, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and  
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

**Contractor:** Josh Ramirez  
**Signature:**  **Date:** 6/5/2023

<b>Recommended by Engineer</b>	<b>Approved by Owner</b>
<b>By:</b> _____	<b>By:</b> _____
<b>Title:</b> _____	<b>Title:</b> _____
<b>Date:</b> _____	<b>Date:</b> _____
<b>Approved by Funding Agency</b>	
<b>By:</b> _____	<b>By:</b> _____
<b>Title:</b> _____	<b>Title:</b> _____
<b>Date:</b> _____	<b>Date:</b> _____

**Progress Estimate - Lump Sum Work**

**Contractor's Application for Payment**

<b>Owner:</b>	Okeechobee Utility Authority	<b>Owner's Project No.:</b>	
<b>Engineer:</b>	Sumner Engineering & Consulting, Inc.	<b>Engineer's Project No.:</b>	19-04.E
<b>Contractor:</b>	Hinterland Group, Inc.	<b>Contractor's Project No.:</b>	22-0234-00
<b>Project:</b>	Southwest Wastewater Service Area - Project 2		
<b>Contract:</b>	235-006.03		

**Application No.:** 1      **Application Period:** From 05/15/23 to 05/31/23      **Application Date:** 06/01/23

A	B	C	D	E	F	G	H	I
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)
			(D + E) From Previous Application (\$)	This Period (\$)				
<b>Original Contract</b>								
<b>General</b>								
1	Mobilization	\$ 875,000.00	-	218,750.00		218,750.00	25%	656,250.00
2	Indemnification	\$ 114,000.00				-	0%	114,000.00
3	As-Built Record Drawings	\$ 100,000.00				-	0%	100,000.00
4	Maintenance of Traffic	\$ 105,000.00				-	0%	105,000.00
5	Existing Utility Location / Identification	\$ 30,000.00		6,000.00		6,000.00	20%	24,000.00
6	NPDES General Construction Permit Compliance	\$ 35,000.00		1,440.00		1,440.00	4%	33,560.00
<b>Vacuum Pump Station No. 4</b>								
10a	Excavation and Dewatering	\$80,000.00		20,000.00		20,000.00	25%	60,000.00
10b	Building Shell	\$365,000.00				-	0%	365,000.00
10c	Roof	\$45,000.00				-	0%	45,000.00
10d	Overhead Bridge Hoist	\$65,000.00				-	0%	65,000.00
10e	Miscellaneous (Gutters, Hose Bibs, Lights, etc)	\$45,000.00				-	0%	45,000.00
10f	Generator	\$200,000.00				-	0%	200,000.00
10g	Electrical (Equipment only)	\$65,000.00				-	0%	65,000.00
10h	Electrical (Conduits, Wire, Labor, etc.)	\$150,000.00				-	0%	150,000.00
10i	Vacuum Skids (Vacuum Pumps, Tank, and	\$525,000.00				-	0%	525,000.00
10j	Interior Piping	\$65,000.00				-	0%	65,000.00
10k	Yard Piping and Valves	\$25,000.00				-	0%	25,000.00
10l	Interior / Exterior Finishes	\$30,000.00				-	0%	30,000.00
10m	HVAC	\$40,000.00				-	0%	40,000.00
10n	Louvers and Metalwork	\$7,500.00				-	0%	7,500.00

**Progress Estimate - Lump Sum Work**

**Contractor's Application for Payment**

<b>Owner:</b>	Okeechobee Utility Authority	<b>Owner's Project No.:</b>	
<b>Engineer:</b>	Sumner Engineering & Consulting, Inc.	<b>Engineer's Project No.:</b>	19-04.E
<b>Contractor:</b>	Hinterland Group, Inc.	<b>Contractor's Project No.:</b>	22-0234-00
<b>Project:</b>	Southwest Wastewater Service Area - Project 2		
<b>Contract:</b>	235-006.03		

**Application No.:** 1      **Application Period:** From 05/15/23 to 05/31/23      **Application Date:** 06/01/23

A Item No.	B Description	C Scheduled Value (\$)	D + E Work Completed		F Materials Currently Stored (not in D or E) (\$)	G Work Completed and Materials Stored to Date (D + E + F) (\$)	H % of Scheduled Value (G / C) (%)	I Balance to Finish (C - G) (\$)
			(D + E) From Previous Application (\$)	This Period (\$)				
10o	Odor Control	\$15,000.00				-	0%	15,000.00
10p	Plumbing	\$8,500.00				-	0%	8,500.00
10q	Bathroom	\$7,500.00				-	0%	7,500.00
10r	Doors	\$25,000.00				-	0%	25,000.00
10s	Concrete Drive	\$65,000.00				-	0%	65,000.00
10t	Underdrain	\$20,000.00				-	0%	20,000.00
10u	General Sitework (Clearing, Grading, etc.)	\$81,500.00		10,000.00		10,000.00	12%	71,500.00
<b>Vacuum Pump Station No. 5</b>								
11a	Excavation and Dewatering	\$80,000.00				-	0%	80,000.00
11b	Building Shell	\$365,000.00				-	0%	365,000.00
11c	Roof	\$45,000.00				-	0%	45,000.00
11d	Overhead Bridge Hoist	\$65,000.00				-	0%	65,000.00
11e	Miscellaneous (Gutters, Hose Bibs, Lights, etc)	\$45,000.00				-	0%	45,000.00
11f	Generator	\$200,000.00				-	0%	200,000.00
11g	Electrical (Equipment only)	\$65,000.00				-	0%	65,000.00
11h	Electrical (Conduits, Wire, Labor, etc.)	\$150,000.00				-	0%	150,000.00
11i	Vacuum Skids (Vacuum Pumps, Tank, and	\$525,000.00				-	0%	525,000.00
11j	Interior Piping	\$65,000.00				-	0%	65,000.00
11k	Yard Piping and Valves	\$25,000.00				-	0%	25,000.00
11l	Interior / Exterior Finishes	\$30,000.00				-	0%	30,000.00
11m	HVAC	\$40,000.00				-	0%	40,000.00
11n	Louvers and Metalwork	\$7,500.00				-	0%	7,500.00
11o	Odor Control	\$15,000.00				-	0%	15,000.00
11p	Plumbing	\$8,500.00				-	0%	8,500.00
11q	Bathroom	\$7,500.00				-	0%	7,500.00
11r	Doors	\$25,000.00				-	0%	25,000.00
11s	Concrete Drive	\$65,000.00				-	0%	65,000.00
11t	Underdrain	\$20,000.00				-	0%	20,000.00
11u	General Sitework (Clearing, Grading, etc.)	\$81,500.00				-	0%	81,500.00
<b>Restoration</b>								
13	Pavement Markings	\$58,000.00				-	0%	58,000.00
						-		-
						-		-
						-		-
<b>Original Contract Totals</b>		<b>\$ 5,177,000.00</b>	<b>\$ -</b>	<b>\$ 256,190.00</b>	<b>\$ -</b>	<b>\$ 256,190.00</b>	<b>5%</b>	<b>\$ 4,920,810.00</b>



**Progress Estimate - Unit Price Work**

**Contractor's Application for Payment**

<b>Owner:</b>	Okeechobee Utility Authority	<b>Owner's Project No.:</b>	
<b>Engineer:</b>	Sumner Engineering & Consulting, Inc.	<b>Engineer's Project No.:</b>	19-04.E
<b>Contractor:</b>	Hinterland Group, Inc.	<b>Contractor's Project No.:</b>	22-0234-00
<b>Project:</b>	Southwest Wastewater Service Area - Project 2		
<b>Contract:</b>	235-006.03		

**Application No.:** 1      **Application Period:** From 05/15/23 to 05/31/23      **Application Date:** 06/01/23

A Bid Item No.	B Description	C Contract Information				G Work Completed		I Materials Currently Stored (not in G) (\$)	J Work Completed and Materials Stored to Date (H + I) (\$)	K % of Value of Item (J / F) (%)	L Balance to Finish (F - J) (\$)
		D Item Quantity	E Units	F Unit Price (\$)	F Value of Bid Item (C X E) (\$)	G Estimated Quantity Incorporated in the Work	H Value of Work Completed to Date (E X G) (\$)				
<b>Original Contract</b>											
<b>Sanitary System</b>											
7a	Furnish and install SDR 21 PVC Vacuum main, Complete - 4 inch	28500.00	LF	\$ 55.00	1,567,500.00		-		-	0%	1,567,500.00
7b	Furnish and install SDR 21 PVC Vacuum main, Complete - 6 inch	6100.00	LF	\$ 65.00	396,500.00		-	13,875.67	13,875.67	3%	382,624.33
7c	Furnish and install SDR 21 PVC Vacuum main, Complete - 8 inch	2200.00	LF	\$ 80.00	176,000.00		-	18,984.37	18,984.37	11%	157,015.63
7d	Furnish and install SDR 21 PVC Vacuum main, Complete - 10 inch	2900.00	LF	\$ 98.00	284,200.00		-	27,171.58	27,171.58	10%	257,028.42
8a	Furnish and install Resilient Wedge Gate Division Valves, complete - 4-inch	45.00	EA	\$ 2,800.00	126,000.00		-			0%	126,000.00
8b	Furnish and install Resilient Wedge Gate Division Valves, complete - 6-inch	12.00	EA	\$ 3,600.00	43,200.00		-			0%	43,200.00
8c	Furnish and install Resilient Wedge Gate Division Valves, complete - 8-inch	2.00	EA	\$ 3,800.00	7,600.00		-			0%	7,600.00
8d	Furnish and install Resilient Wedge Gate Division Valves, complete - 10-inch	3.00	EA	\$ 4,600.00	13,800.00		-			0%	13,800.00
9a	Furnish and install vacuum collection pit assemblies, complete - Type "A" Adjacent to main	70	EA	\$ 12,500.00	875,000.00		-	2,546.60	2,546.60	0%	872,453.40
9b	Furnish and install vacuum collection pit assemblies, complete - Type "A" Across from main	47	EA	\$ 14,200.00	667,400.00		-			0%	667,400.00
9c	Furnish and install vacuum collection pit assemblies, complete - Type "B" Adjacent to main	62	EA	\$ 13,000.00	806,000.00		-			0%	806,000.00
9d	Furnish and install vacuum collection pit assemblies, complete - Type "B" Across from main	18	EA	\$ 14,700.00	264,600.00		-			0%	264,600.00
<b>Restoration</b>											
12a	Bahia Sod	38,830	LF	\$ 8.50	330,055.00		-			0%	330,055.00
12b	Concrete Driveways	4,000	SY	\$ 95.00	380,000.00		-			0%	380,000.00
12c	Asphalt Driveways	1,500	SY	\$ 65.00	97,500.00		-			0%	97,500.00
12d	Gravel Driveways	1,400	SY	\$ 35.00	49,000.00		-			0%	49,000.00
12e	Asphalt Millings Driveway	120	SY	\$ 50.00	6,000.00		-			0%	6,000.00
12f	Brick Paver Driveway	50	SY	\$ 135.00	6,750.00		-			0%	6,750.00
12g	Type 3: Asphaltic Concrete Pavement Patch	8,000	SY	\$ 85.00	680,000.00		-			0%	680,000.00
					-		-			-	-



**Stored Materials Summary**

**Contractor's Application for Payment**

<b>Owner:</b> Okeechobee Utility Authority	<b>Owner's Project No.:</b>
<b>Engineer:</b> Sumner Engineering & Consulting, Inc.	<b>Engineer's Project No.:</b> 19-04.E
<b>Contractor:</b> Hinterland Group, Inc.	<b>Contractor's Project No.:</b> 22-0234-00
<b>Project:</b> Southwest Wastewater Service Area - Project 2	
<b>Contract:</b> 235-006.03	

Application No.: 1 Application Period: From 05/15/23 to 05/31/23 Application Date: 06/01/23

A Item No. (Lump Sum Tab) or Bid Item No. (Unit Price Tab)	B Supplier Invoice No.	C Submittal No. (with Specification Section No.)	D Description of Materials or Equipment Stored	E Storage Location	F Application No. When Materials Placed in Storage	Materials Stored			Incorporated in Work			M Materials Remaining in Storage (I-L) (\$)	
						G Previous Amount Stored (\$)	H Amount Stored this Period (\$)	I Amount Stored to Date (G+H) (\$)	J Amount Previously Incorporated in the Work (\$)	K Amount Incorporated in the Work this Period (\$)	L Total Amount Incorporated in the Work (J+K) (\$)		
7b	129713335-001		6" SDR 21 Pipe	P.S. 5	1	-	13,875.67	13,875.67			-	13,875.67	
7c	129713335-001		8" SDR 21 Pipe	P.S. 5	1	-	18,984.37	18,984.37			-	18,984.37	
7d	129713335-001		10" SDR 21 Pipe	P.S. 5	1	-	27,171.58	27,171.58			-	27,171.58	
9a	129713335-001		3" SDR 21 Pipe	P.S. 5	1	-	2,546.60	2,546.60			-	2,546.60	
											-	-	
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<b>Totals</b>						\$	-	\$ 62,578.22	\$ 62,578.22	\$	-	\$ -	\$ -

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 13

JUNE 20, 2023

**CONSENT AGENDA**

**INVOICE FROM MCNABB HYDROGEOLOGIC CONSULTING, INC.**

During the board meeting of December 20, 2022, a contract for the renewal of Operating Permit #40824-085-OU which expires July 2023 was presented and approved by the board (see meeting Minutes attached).

Following the execution of the contract by McNabb Hydrogeological Consulting Inc, staff seeks the board's approval to effect payment as per payment schedule outlined in the contract.

**Staff recommends approval of this invoice in the amount of \$10,500 which represents 50% of contract value plus subsequent amount as detail in contract totaling \$21,000.**



4600 Military Trail, Suite 116  
Jupiter, Florida 33458  
Phone: 561-891-0763

May 16, 2023

Mr. John Harford  
Okeechobee Utility Authority  
100 SW 5<sup>th</sup> Avenue  
Okeechobee, Florida 34974-4221

**RE: OUA Cemetery Road WWTP Injection Well System Professional Services  
Payment Application #1**

Enclosed for your review and processing is McNabb Hydrogeologic Consulting, Inc., Payment Application No. 1 in the amount of \$10,500 for services related to the Okeechobee Utilities Authority Cemetery Wastewater Treatment Facility Injection Well System operating permit. Services provided during the payment application period include preparation and submittal of the operating permit application for the injection well system. Should you have any questions regarding the attached payment application or require any additional information, please contact me at (561) 891-0763.

Sincerely,

McNabb Hydrogeologic Consulting, Inc.

A handwritten signature in blue ink, appearing to read 'D. McNabb', is written over the printed name.

David McNabb, P.G.  
McNabb Hydrogeologic Consulting, Inc.  
561-891-0763



McNabb  
Hydrogeologic  
Consulting, Inc.

4600 Military Trail, Suite 116  
Jupiter, Florida 33458  
Phone: 561-891-0763

## Payment Application #1

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**To:** Mr. John Hayford  
Okeechobee Utility Authority  
100 SW 5<sup>th</sup> Avenue  
Okeechobee, Florida 34974-4221

**Date:** May 16, 2023  
  
**Project:** OUA Injection Well  
Operating Permit

Okeechobee Utilities Authority Cemetery Injection Well System Operating Permit  
Professional Services through May 16, 2023

Task	Contract Amount	% Complete	Amount to Date	Previously Billed	This Invoice
A- Operating Permit Services	\$21,000	50%	\$10,500	\$0	\$10,500
<b>Sub-Total</b>	<b>\$21,000</b>	<b>50%</b>	<b>\$10,500</b>	<b>\$0</b>	<b>\$10,500</b>

Remarks: Please contact me at (561) 891-0763 should you have any questions regarding this payment application.

**PROPOSAL FOR  
OPERATING PERMIT PROFESSIONAL SERVICES FOR THE OKEECHOBEE UTILITY  
AUTHORITY WASTEWATER TREATMENT PLANT DEEP INJECTION WELL  
SYSTEM**

**I. PROJECT DESCRIPTION**

This proposal presents the scope of services for professional services for the renewal of the operating permit for the deep injection well system at the Okeechobee Utility Authority (OUA) Wastewater Treatment Plant (WWTP).

The OUA WWTP deep injection well system currently operates in accordance with the conditions of Florida Department of Environmental Protection (FDEP) Class I deep injection well operating permit #40824-085-OU, which expires on July 18, 2023. The conditions of the operating permit require submittal of a permit application to renew the existing operating permit prior to May 19, 2023. OUA has requested McNabb Hydrogeologic Consulting, Inc. (MHC) to prepare this proposal to provide consulting services to renew the operating permit for the injection well system. These services associated with renewing the operating permit for IW-1 are listed below.

This project consists of the following Task:

- 1) Operating permit renewal services.

**II. SCOPE OF SERVICES**

**Task 1. Operating Permit Renewal Services**

- 1.1 MHC will prepare a draft Class I deep injection well operating permit application with supporting information. The permit application will include:

- A comprehensive well inventory of all wells within the area of review of the deep injection well system. The well inventory will include review of well permitting records at the South Florida Water Management District, Florida Geological Survey (Oil & Gas, and Geologic Investigations sections), United States Geological Survey, and FDEP. Wells identified within the area of review of the injection well system will be identified on an Area of Review Map and information (construction details, well use, and permit number) for each well will be summarized on an accompanying table.
- Maps and cross sections showing the local and regional geology and hydrogeology will be prepared. The cross sections will depict geologic formations and hydrogeologic units, the estimated depth of the Underground Source of Drinking Water (USDW), and the direction of fluid movement within identified USDWs.

- Documentation of mechanical integrity of the deep injection well system.
  - Tables and graphs of operating data for the injection well and both zones of the dual-zone monitor well. An interpretation of the data will be included with the application supporting information.
  - A proposed injection well system monitoring program.
  - An updated injection well system plugging and abandonment plan with an estimated cost.
- 1.5 Provide OUA with the draft operating permit renewal application.
  - 1.6 Incorporate OUA draft application review comments and distribute to OUA for final review.
  - 1.7 Incorporate final review comments and distribute the permit application to OUA and the FDEP
  - 1.8 Respond to up to two (2) requests for additional information (RAI) regarding the permit application.
  - 1.9 Review draft permit and provide comments to OUA and FDEP.
  - 1.10 Attend FDEP draft permit public notice meeting.
  - 1.11 Review Notice of Intent to Issue an operating permit and provide comments to the OUA and FDEP.

### III. ASSUMPTIONS

1. The OUA will pay all permitting fees associated with this project (\$10,000 permit processing fee payable to FDEP).
2. The OUA will provide MHC with a copy of the most recent annual wastestream analytical report.
3. OUA will pay for any laboratory costs associated with the renewal of the operating permit.
4. This proposal does not include updates or modifications to the injection well system Operations and Maintenance Manual.

### IV. OBLIGATIONS OF OUA

To assist meeting schedule and budget estimates contained in this proposal, OUA will provide the following:

1. Prompt review and comment on all deliverables (within 5 working days of receipt).
2. A copy of each of the monthly operating reports for the deep injection well system.
3. If required, a set of deep injection well system record drawings.

V. COMPENSATION

Professional fees for Task No. 1 of WORK ORDER No. 1 will be on a Lump Sum basis. The compensation is shown on Table 1, below.

**COMPENSATION  
SERVICES FOR RENEWING THE OPERATING PERMIT FOR THE OUA WWTP  
DEEP INJECTION WELL SYSTEM**

Task	Services for Renewal of Operating Permits Labor Cost
A – Operating Permit Renewal	\$21,000
Total	\$21,000

The project shall be billed in accordance with the following milestones:

<u>Submittal of Final Application to FDEP</u>	50% of total fee
<u>Completion of RAI Responses</u>	25% of total fee
<u>Receipt of Final Permit</u>	25% of total fee

VI. DELIVERABLES

1. Draft permit application
2. Final permit application (distributed to the FDEP and OUA)
3. RAI Responses for application
4. Draft Permit and Notice of Intent to Issue Permit review comments

VII. COMPLETION DATES

Following are the estimated completion times.

<u>Draft Application</u>	30 days after Notice to Proceed
<u>Final Application</u>	14 days after receipt of comments
<u>RAI Responses (if necessary)</u>	21 days after receipt of RFI
<u>Permit Review Comments</u>	7 days after receipt of draft permit

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 19

DECEMBER 20, 2022

**FDEP OPERATING PERMIT FOR INJECTION WELL IW-1  
CEMETERY ROAD WASTEWATER TREATMENT FACILITY**

Please find attached a proposal from McNabb Hydrogeologic Consulting, Inc. for renewal of Operating Permit #40824-085-OU, which is set to expire in July 2023. As per the requirements, an application to renew must be submitted to the FDEP on or before May 2023. MHC has extensive knowledge of the OUA injection well at the Cemetery Road WWTF.

The proposed operations permit activity will coincide with the MIT work which is also required by the FDEP.

It is staff's position, that the OUA Board approve this proposal from McNabb Hydrogeologic Consulting, Inc. in the amount of \$21,000 to prepare and submit a renewal application for the current operations permit (#40824-085-OU).

**OKEECHOBEE UTILITY AUTHORITY  
MEETING MINUTES**

Tuesday, December 20, 2022 8:30 A.M.

Okeechobee Utility Authority

100 SW 5<sup>th</sup> Avenue

Okeechobee, Florida

**Chairperson Creasman addressed Agenda Item No. 19 'FDEP Operating Permit for Injection Well IW-1, Cemetery Road Wastewater Treatment Facility' Executive Director Hayford discusses Motion by Tommy Clay to approve the proposal from McNabb Hydrogeologic Consulting, Inc in the amount of \$21,000.00 to prepare and submit renewal application current operations permit. Second by Melanie Anderson. Vote unanimous (5-0). Motion carried.**

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 14

JUNE 20, 2023

**CONSENT AGENDA**

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

Please find attached invoice in the amount of \$58,766.76 submitted by Felix Associates of Florida, Inc. Staff is aware of the work currently being done by Felix Associates of Florida Inc. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					\$1,894,600.00
May-22	1	May-22		\$54,150.00	\$1,840,450.00
Oct-22	2	Oct-22		\$98,142.11	\$1,742,307.89
Dec-22	3	Dec-22		\$294,183.10	\$1,448,124.79
Jan-23	4	Jan-23		\$203,685.23	\$1,244,439.56
Jan-23	Change Order		\$417,283.28		\$827,156.28
Feb-23	5	Feb-23		\$57,744.28	\$769,412.00
Mar-23	6	Mar-23		\$77,081.68	\$692,330.32
Apr-23	7	Apr-23		\$181,348.58	\$510,981.74
May-23	8			\$277,304.05	\$233,677.69
Jun-23	9		\$58,766.76		\$174,910.93

**Staff recommends approval of this invoice in the amount of \$58,766.76 to Felix Associates of Florida, Inc.**



June 9, 2023

Okeechobee Utility Authority  
100 SW 5<sup>th</sup> Avenue  
Okeechobee, FL 34974

**RE: SWSA Master Pump Station Project**  
**Felix Associates, Inc. – Pay Application No. 9**

Mr. Hayford:

Please find attached Pay Application No. 9 for the above-referenced project, recommended for payment in the amount of \$58,766.76, which covers work confirmed to have been completed and stored materials for the period from May 1 - 31, 2023, less previous payments and the required 5% retainage.

The pay application includes an updated schedule proposing a final completion date of August 18, 2023 (119 days beyond the contractual milestone). The contractor is preparing a request for a change order for contract time, which we expect to review and present a recommendation on at the July Board meeting.

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

Sincerely,  
**Sumner Engineering & Consulting, Inc.**

Jeffrey M. Sumner, PE  
President

cc: Bill Lynch (via email)

# CONTRACTOR APPLICATION FOR PAYMENT

DOCUMENT G702

PAGE ONE OF FOUR PAGES

**CONTRACTOR:**

Felix Associates of Florida, Inc.  
8528 SW Kansas Ave.  
Stuart, FL 34997  
(772) 220-2722

**PROJECT:**

OUA Master Pump Station  
Project Number 19775-001-02

**ENGINEER:**

Summer Engineering & Consulting, Inc.  
410NW 2nd Street  
Okeechobee, FL 34972  
Jeffrey M. Sumner, PE

**ARCHITECT / OWNER:**

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

APPLICATION NO: **9**  
PROJECT NO: **269**  
APPLICATION DATE: **05/24/23**  
PERIOD FROM: **05/01/23**  
PERIOD TO: **05/31/23**  
CONTRACT DATE: **01/14/22**

Distribution to:  
 OWNER  
 CONTRACTOR  
 ENGINEER  
 OTHER

## CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. ORIGINAL CONTRACT SUM	\$ <u>1,894,600.00</u>
2. Net change by Change Orders	\$ <u>(417,283.28)</u>
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$ <u>1,477,316.72</u>
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ <u>1,370,953.47</u>
5. RETAINAGE:	
a. <u>5</u> % of Completed Work (Column D + E on G703)	\$ <u>68,547.67</u>
b. <u>5</u> % of Stored Material (Column F on G703)	\$ <u>-</u>
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$ <u>68,547.67</u>
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$ <u>1,302,405.80</u>
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior G702)	\$ <u>1,243,639.03</u>
8. <b>CURRENT PAYMENT DUE</b>	\$ <u><b>58,766.76</b></u>
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$ <u>174,910.92</u>

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Contractor	\$ -	\$ -
Total approved this Month	\$ -	\$ (417,283.28)
TOTALS	\$ -	\$ (417,283.28)
NET CHANGES by Change Order	\$ -	\$ (417,283.28)

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

**CONTRACTOR:** Felix Associates of Florida, Inc.

By: Derek Peters Date: 5/24/2023

**OWNERSHIP (OR AGENT):**

By: \_\_\_\_\_ Date: \_\_\_\_\_

**OWNER'S PROJECT MANAGEMENT:**

Approved for Owner App: \_\_\_\_\_

Approved for Payment: \_\_\_\_\_  
Initials Date

### ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on onsite observations and the data comprising the 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 . . . . . \$ **58,766.76**

*(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: Jeffrey M Sumner, Sumner Engineering & Consulting  
**June 9, 2023**

By: \_\_\_\_\_ Date: \_\_\_\_\_

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.



REQUISITION # 9

Project Name: OUA Master Pump Station

PERIOD ENDIN 5/30/2023

Line Item	PAY ITEMS	QTY	UNIT	UNIT PRICE	AMOUNT	PREVIOUS APPLICATION		THIS APPLICATION		TOTAL TO DATE		RETAINAGE	% COMP
						QTY COMPLETED	AMOUNT COMPLETED	QTY COMPLETED	AMOUNT COMPLETED	QTY COMPLETED	AMOUNT COMPLETED		
14.1	Owner's Allowance	1	LS	\$ 100,000.00	\$ 100,000.00	0.05	\$ 5,095.00	\$ -	\$ -	0.05	\$ 5,095.00	\$ 254.75	5%
		1	LS	\$ -	\$ -		\$ -	\$ -	\$ -	-	\$ -	\$ -	0%
<b>15</b>	<b>CHANGE ORDER NO. 1</b>				<b>\$ (417,283.28)</b>								
15.1	COR#001 - Offset Reducing HDPE Spool	1	LS	\$ 5,221.96	\$ 5,221.96	1.00	\$ 5,221.96	\$ -	\$ -	1.00	\$ 5,221.96	\$ 261.10	100%
15.2	COR#002 - Upsize FM to 12"	1	LS	\$ 12,560.00	\$ 12,560.00	1.00	\$ 12,560.00	\$ -	\$ -	1.00	\$ 12,560.00	\$ 628.00	100%
15.3	COR#003 - Deletion of Chain Link Fence	1	LS	\$ (41,280.00)	\$ (41,280.00)	1.00	\$ (41,280.00)	\$ -	\$ -	1.00	\$ (41,280.00)	\$ (2,064.00)	100%
15.4	COR#004 - Owner-Purchased Equipment Credit	1	LS	\$ (393,785.24)	\$ (393,785.24)	1.00	\$ (393,785.24)	\$ -	\$ -	1.00	\$ (393,785.24)	\$ (19,689.26)	100%
					<b>\$ 1,894,600.00</b>		<b>\$ 1,309,093.72</b>	<b>\$ 61,859.75</b>	<b>\$ 61,859.75</b>		<b>\$ 1,370,953.47</b>	<b>\$ 68,547.67</b>	
	ORIGINAL CONTRACT TOTALS				\$ 1,894,600.00		\$ 1,309,093.72	\$ 61,859.75	\$ 61,859.75		\$ 1,370,953.47	\$ 68,547.67	
	CHANGE ORDER TOTAL				\$ (417,283.28)							\$ -	
	REVISED CONTRACT TOTAL				\$ 1,477,316.72		\$ 1,309,093.72	\$ 61,859.75	\$ 61,859.75		\$ 1,370,953.47	\$ 68,547.67	93%



**SURETY COMPANY  
TO REQUISITION OF PAYMENT**

Owner   
Architect   
Contractor   
Surety   
Other

**BOND NO:** PB10662400420

**REQUISITION:** No. 9, 05/31/2023

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

**TO (Owner)**

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

**ARCHITECT'S PROJECT NO:** Project Number 19775-001-02

**CONTRACT FOR:** OUA - SWSA Master Pump Station

**CONTRACT DATE:** January 14, 2022

**CONTRACTOR:** Felix Associates of Florida, Inc.

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

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

, SURETY

on bond of (here insert name and address of Contractor as it appears in the bond)

Felix Associates of Florida, Inc.  
8528 SW Kansas Ave.  
Stuart, FL 34997

, CONTRACTOR,

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

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

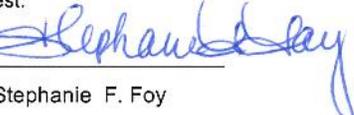
, OWNER

as set forth in the said Surety's bond.

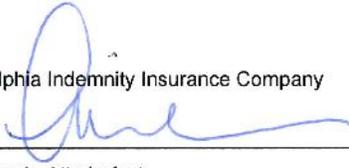
IN WITNESS WHEREOF, Philadelphia Indemnity Insurance Company  
Company has hereunto set its hand this June 5, 2023

, the Surety

Attest:

by:   
Stephanie F. Foy

Philadelphia Indemnity Insurance Company

by:   
Lisa Nosal, Atty-in-fact

PHILADELPHIA INDEMNITY INSURANCE COMPANY

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

Power of Attorney

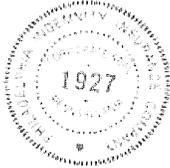
KNOW ALL PERSONS BY THESE PRESENTS: That PHILADELPHIA INDEMNITY INSURANCE COMPANY (the Company), a corporation organized and existing under the laws of the Commonwealth of Pennsylvania, does hereby constitute and appoint Louis A. Vlahakas, Robert Culnen, Joseph W. Mallory, Lisa Nosal, Pamela J. Boyle,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

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

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

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

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

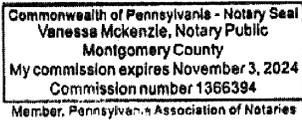


(Seal)

John Glomb, President & CEO  
Philadelphia Indemnity Insurance Company

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

Notary Public:



residing at:

Bala Cynwyd, PA

My commission expires:

November 3, 2024

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

In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this 5th day of June, 2023



Edward Sayago, Corporate Secretary  
PHILADELPHIA INDEMNITY INSURANCE COMPANY

**PHILADELPHIA INDEMNITY INSURANCE COMPANY**

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

**Admitted Assets**

	As of December 31,	
	2021	2020
Bonds (fair value \$8,447,694 and \$8,041,263)	\$ 8,102,442	\$ 7,601,946
Preferred stocks (fair value \$19,262 and \$16,537)	19,262	15,673
Common stocks (cost \$44,923 and \$52,609)	43,194	43,373
Mortgage loans	957,986	821,250
Real estate	29,408	29,973
Other invested assets (cost \$194,229 and \$203,028)	218,926	215,589
Receivables for securities sold	152	943
Cash, cash equivalents and short-term investments	128,587	34,279
Cash and invested assets	9,499,957	8,763,026
Premiums receivable, agents' balances and other receivables	914,676	908,602
Reinsurance recoverable on paid loss and loss adjustment expenses	45,200	38,737
Accrued investment income	74,000	74,070
Receivable from affiliates	5,171	7,586
Federal income taxes receivable	8,144	-
Net deferred tax assets	141,943	138,129
Other assets	9,953	4,997
Total admitted assets	<u>\$ 10,699,044</u>	<u>\$ 9,935,147</u>

**Liabilities and Capital and Surplus**

## Liabilities:

Unpaid loss and loss adjustment expenses	\$ 5,436,808	\$ 5,218,304
Unearned premiums	1,658,339	1,582,116
Reinsurance payable on paid loss and loss adjustment expenses	35,820	30,398
Ceded reinsurance premiums payable	130,474	108,936
Commissions payable, contingent commissions and other similar charges	228,628	214,389
Federal income taxes payable	-	8,480
Funds held	77,317	77,256
Payable to affiliates	19,465	18,486
Provision for reinsurance	471	87
Payable for securities purchased	19,045	17,820
Accrued expenses and other liabilities	47,213	32,170
Total liabilities	<u>7,653,580</u>	<u>7,308,442</u>

## Capital:

Common stock, par value of \$10 per share; 1,000,000 shares authorized, 450,000 shares issued and outstanding	4,500	4,500
---	-------	-------

## Surplus:

Gross paid-in and contributed surplus	386,071	386,071
Unassigned surplus	2,654,893	2,236,134
Total surplus	<u>3,040,964</u>	<u>2,622,205</u>
Total capital and surplus	<u>3,045,464</u>	<u>2,626,705</u>
Total liabilities and capital and surplus	<u>\$ 10,699,044</u>	<u>\$ 9,935,147</u>

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

Attest:

DocuSigned by:

Karon Gilmer-Pauciello

Karon Gilmer-Pauciello, EVP &amp; CFO

Sworn to before me this 2<sup>nd</sup> day of June 2022.

Kimberly Kessleski, Notary

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

Member, Pennsylvania Association of Notaries



607 NW Commodity Cove, Port St. Lucie, FL 34986 | p 772-924-3576 | f 772-924-3580

INVOICE
Please Make Payable to: Universal Engineering Sciences
Remit to: P.O. Box 735401, Chicago, IL 60673-5401
Billing questions contact: uesar@teamues.com

April 26, 2023  
 Project No: 3310.2200253.0000  
 Invoice No: 00704782

Ms. Jeana Cattoi  
 Felix Associates of Florida, Inc.  
 8526 SW Kansas Avenue  
 Stuart, FL 34997

TERMS: Net 30 Days
We accept American Express, Visa Master Card, Discover, and ACH

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

PO No.: 269-0-001

**Professional Services through April 30, 2023**

Phase 3310 CMI Southwest Wastewater Service Area Mas

**Unit Billing**

Laboratory Proctor Test (Each)			
4/4/2023 Lab ID 1906	1.0 Test @ 95.00	95.00	
In-Place Density Test - Soils			
4/4/2023 WO# 296828	5.0 Tests @ 23.00	115.00	
4/6/2023 WO# 296845	2.0 Tests @ 23.00	46.00	
Professional Engineer (Per Hr.)	0.25 Hours @ 130.00	32.50	
Clerical	0.25 Hours @ 60.00	15.00	
Project Manager/Quality Control	0.25 Hours @ 85.00	21.25	
Technician Time (Soils)	4.25 Hours @ 60.00	255.00	
<b>Total Units</b>		<b>579.75</b>	<b>579.75</b>
	<b>Total this Phase</b>		<b>\$579.75</b>
	<b>Total this Invoice</b>		<b>\$579.75</b>

269 OUA MPS - invoice from universal engineering for proctor & density tests to lay asphalt. ok to pay. 5-17-23 DP.

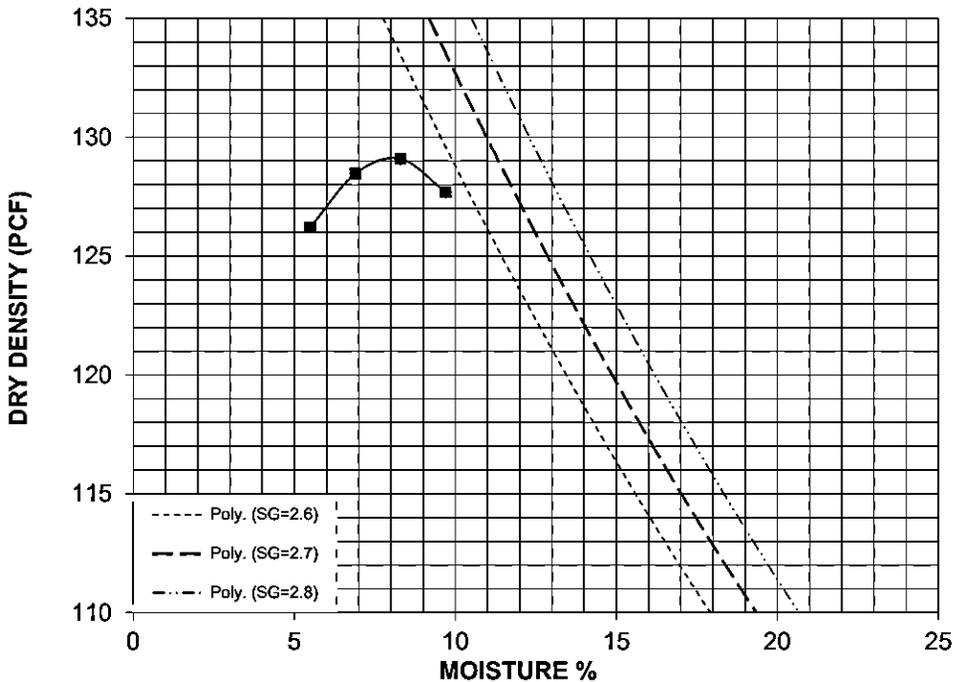


**A Universal  
Engineering  
Sciences  
Company**

**Moisture - Density Relations of Soils Using a 10-lb Rammer and a 18-in. Drop  
(Modified Proctor) AASHTO T 180**

<b>Project:</b>	<u>Southwest Wastewater Service Area Master Pump Station</u>	<b>Project ID:</b>	<u>3310.2200253.0000</u>
<b>Address:</b>	<u>3583 SW 16th Street, Okeechobee</u>	<b>Lab ID:</b>	<u>1906</u>
<b>Client:</b>	<u>Felix Associates of Florida, Inc.</u>	<b>W/O:</b>	<u>296828</u>
<b>Material Location:</b>	<u>Stockpile</u>		
<b>Sampled By:</b>	<u>T Acevedo</u>	<b>Date Sampled:</b>	<u>4/4/2023</u>
<b>Tested By:</b>	<u>R Robinson</u>	<b>Date Tested:</b>	<u>4/5/2023</u>
<b>Material Description:</b>	<u>Cemented coquina</u>		
<b>Material Classification:</b>	<u>NA</u>	<b>Rammer Type:</b>	<u>Mechanical</u>
<b>Test Method Used:</b>	<u>Method D</u>	<b>Preparation Method:</b>	<u>Dry</u>
<b>Comments:</b>	<u> </u> <u> </u> <u> </u>		

Dry Density (pcf)	Moisture (%)
126.2	5.5
128.5	6.9
129.1	8.3
127.7	9.7



**Maximum Dry Density (pcf)  
129.1**

**Optimum Moisture (%)  
8.1**

Respectfully Submitted,  
**GFA INTERNATIONAL, INC.**  
FLORIDA REGISTRY #4930

\_\_\_\_\_  
Allan G. Abubakar, P.E.  
Professional Engineer # 69952  
State of Florida

This item has been digitally signed and sealed by **Allan G. Abubakar, P.E.** on the date adjacent to the seal. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

Test report shall not be reproduced, except in full, without the written approval of GFA International, Inc./ Universal Engineering Sciences, LLC.

Environmental • Geotechnical • Construction Materials Testing • Special & Threshold Inspections • Plan Review & Code Compliance

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Engineering  
Sciences  
Company**

**UES Project No: 3310.2200253.0000  
Workorder No: 296828-1  
Report Date: 04/10/2023**

**607 Northwest Commodity Cove, Port St. Lucie, FL 34986 - P: 772-924-3575 - F: 772-924-3580**

**In-Place Density Test Report**

**Client:** Felix Associates of Florida, Inc.  
2954 Mallory Circle Suite 208  
Kissimmee, FL 34747

**UES Technician:** Anthony Acevedo  
**Date Tested:** 04/04/2023

**Project:** Southwest Wastewater Service Area Master Pump Station  
Okeechobee, Okeechobee County, FL

**Area Tested:** Parking Area by Generator

**Type of Test:**

**Field:** ASTM D-6938 Nuclear Gauge Method

**Material:** Fill

**Laboratory:** AASHTO T180 Modified Proctor

**Reference Datum:** 0 = Top of Fill

The tests below meet the 98% minimum compaction requirement.

Test No.	Location of Test	Range	Maximum Density (pcf)	Optimum Moisture (%)	Field Dry Density (pcf)	Field Moisture (%)	Soil Compaction (%)	Pass or Fail
1	West Side	0-1 ft	102.3	12.6	100.8	6.2	99	Pass
2	East Side	0-1 ft	102.3	12.6	101.5	6.5	99	Pass

**Remarks:** Subgrade / final before rock

Reviewed By  
**GFA International, Inc**  
FBPE Registry No.4930

Allan G. Abubakar, P.E.

**STATE OF FLORIDA**  
Professional Engineer No. 69952

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**A Universal  
Engineering  
Sciences  
Company**

**UES Project No: 3310.2200253.0000  
Workorder No: 296828-2  
Report Date: 04/10/2023**

**607 Northwest Commodity Cove, Port St. Lucie, FL 34986 - P: 772-924-3575 - F: 772-924-3580**

**In-Place Density Test Report**

**Client:** Felix Associates of Florida, Inc.  
2954 Mallory Circle Suite 208  
Kissimmee, FL 34747

**UES Technician:** Anthony Acevedo  
**Date Tested:** 04/10/2023

**Project:** Southwest Wastewater Service Area Master Pump Station  
Okeechobee, Okeechobee County, FL

**Area Tested:** Base Rock around Generator / Machines

**Type of Test:**

**Field:** ASTM D-6938 Nuclear Gauge Method

**Material:** Rock

**Laboratory:** AASHTO T180 Modified Proctor

**Reference Datum:** 0 = Top of Base Course

The tests below meet the 98% minimum compaction requirement.

Test No.	Location of Test	Range	Maximum Density (pcf)	Optimum Moisture (%)	Field Dry Density (pcf)	Field Moisture (%)	Soil Compaction (%)	Pass or Fail
3	SE CORNER	0-1 ft	129.1	8.1	127.5	5.8	99	Pass
4	CENTER BY GENERATOR	0-1 ft	129.1	8.1	127.7	5.3	99	Pass
5	NW CORNER	0-1 ft	129.1	8.1	127.3	5.5	99	Pass

Reviewed By  
**GFA International, Inc**  
FBPE Registry No.4930

Allan G. Abubakar, P.E.

**STATE OF FLORIDA**  
Professional Engineer No. 69952

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**A Universal  
Engineering  
Sciences  
Company**

**UES Project No: 3310.2200253.0000  
Workorder No: 296845-1  
Report Date: 04/10/2023**

**607 Northwest Commodity Cove, Port St. Lucie, FL 34986 - P: 772-924-3575 - F: 772-924-3580**

**In-Place Density Test Report**

**Client:** Felix Associates of Florida, Inc.  
2954 Mallory Circle Suite 208  
Kissimmee, FL 34747

**UES Technician:** Anthony Acevedo  
**Date Tested:** 04/06/2023

**Project:** Southwest Wastewater Service Area Master Pump Station  
Okeechobee, Okeechobee County, FL

**Area Tested:** Parking Area / Base Rock

**Type of Test:**

**Field:** ASTM D-6938 Nuclear Gauge Method

**Material:** Base Rock

**Laboratory:** AASHTO T180 Modified Proctor

**Reference Datum:** 0 = Top of Base Course

The tests below meet the 98% minimum compaction requirement.

Test No.	Location of Test	Range	Maximum Density (pcf)	Optimum Moisture (%)	Field Dry Density (pcf)	Field Moisture (%)	Soil Compaction (%)	Pass or Fail
1	SE CORNER	0-1 ft	129.1	8.1	128.5	5.5	100	Pass
2	NW CORNER	0-1 ft	129.1	8.1	127.5	6.8	99	Pass

**Remarks:** 12" of rock

Reviewed By  
**GFA International, Inc**  
FBPE Registry No.4930

Allan G. Abubakar, P.E.

**STATE OF FLORIDA**  
Professional Engineer No. 69952

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ID	Task Name	Duration	Start	Finish	Predecessors	Total Slack	Successors	Timeline											
								Qtr 4, 2021	Qtr 1, 2022	Qtr 2, 2022	Qtr 3, 2022	Qtr 4, 2022	Qtr 1, 2023	Qtr 2, 2023	Qtr 3, 2023	Qtr 4, 2023	Qtr 1, 2024		
1	<b>GENERAL CONDITIONS</b>	<b>385 days</b>	<b>Sun 2/20/22</b>	<b>Fri 8/18/23</b>		<b>0 days</b>		<b>GENERAL CONDITIONS</b>											
2	Notice To Proceed (2-20-22)	1 day	Sun 2/20/22	Sun 2/20/22		174 days	3,7,10,14,16,												
3	Concrete Structures Submittal	20 days	Mon 2/21/22	Fri 3/18/22	2	174 days	4												
4	RFI #3 Hatch and Pipe Placement on Wetwell Lid	7 days	Wed 4/6/22	Thu 4/14/22	3	162 days	5												
5	Concrete Structures Resubmittal	15 days	Mon 4/25/22	Fri 5/13/22	4	156 days	6												
6	Concrete Structures Procurement	50 days	Mon 8/29/22	Mon 11/7/22	5	83 days	20,23,25												
7	Precast Electrical Building Submittal	26 days	Mon 2/21/22	Mon 3/28/22	2	184 days	8												
8	Precast Electrical Building Resubmittal	20 days	Tue 4/5/22	Mon 5/2/22	7	179 days	9												
9	Precast Electrical Building Procurement	90 days	Fri 9/23/22	Tue 1/31/23	8	79 days	41,42												
10	Submersible Pumps Submittal	20 days	Tue 3/29/22	Mon 4/25/22	2	165 days	11												
11	Submersible Pumps Procurement	90 days	Tue 7/12/22	Tue 11/15/22	10	112 days	35												
12	Control Panel Submittal	20 days	Tue 3/29/22	Mon 4/25/22	2	208 days	13												
13	Control Panel Procurement	130 days	Tue 4/26/22	Thu 10/27/22	12	208 days	42												
14	Odor Control Equipment Submittal	20 days	Thu 3/24/22	Wed 4/20/22	2	192 days	15												
15	Odor Control Equipment Procurement	90 days	Tue 8/9/22	Thu 12/15/22	14	116 days	39												
16	Diesel Generator Submittal	20 days	Tue 3/29/22	Mon 4/25/22	2	202 days	17												
17	Diesel Generator Procurement	70 days	Tue 9/13/22	Wed 12/21/22	16	105 days	40												
18	MCC Procurement	221 days	Wed 5/18/22	Thu 3/30/23		38 days	43												
19	<b>CONSTRUCTION</b>	<b>201 days</b>	<b>Tue 11/8/22</b>	<b>Fri 8/18/23</b>		<b>0 days</b>		<b>CONSTRUCTION</b>											
20	Mobilization	1 day	Tue 11/8/22	Tue 11/8/22	6	83 days	21												
21	Site Clearing & Erosion Control	1 day	Wed 11/9/22	Wed 11/9/22	20	83 days	22												
22	Set Well Point Dewatering System	2 days	Thu 11/10/22	Fri 11/11/22	21	83 days	24												
23	Concrete Structures Delivery & Protective Coatings	1 day	Tue 11/8/22	Tue 11/8/22	6	88 days	25												
24	Excavate and Set Shoring System	2 days	Mon 11/14/22	Tue 11/15/22	22	83 days	25												
25	Set Wetwell	2 days	Wed 11/16/22	Thu 11/17/22	6,24,23	83 days	27												
26	Wetwell Watertightness Test	1 day	Fri 1/20/23	Fri 1/20/23	35	91 days	38												
27	Backfill Wetwell	2 days	Fri 11/18/22	Mon 11/21/22	25	83 days	28												
28	Gravity Sewer Piping & Manholes	5 days	Tue 11/22/22	Wed 11/30/22	27	83 days	29,30,32,33												
29	Gravity Sewer Test	1 day	Tue 1/31/23	Tue 1/31/23	28	84 days	38												
30	8" Force Main to MH3	4 days	Thu 12/1/22	Tue 12/6/22	28	121 days	31												
31	Force Main Flush & Test	2 days	Mon 12/26/22	Tue 12/27/22	30,32,33	108 days	38												
32	Install 2" Water Main	4 days	Thu 12/1/22	Tue 12/6/22	28	121 days	31												
33	Underground Odor Control Piping	4 days	Thu 12/1/22	Tue 12/6/22	28	83 days	31,34												
34	Electrical Rough-in & Grounding	10 days	Wed 12/7/22	Tue 12/20/22	33	83 days	36												
35	Lift Station Pumps, Supports & Piping	14 days	Mon 1/2/23	Thu 1/19/23	36,11	82 days	38,26,37												
36	Concrete Slab and Equipment Pads	6 days	Wed 12/21/22	Wed 12/28/22	34	83 days	40,41,35,39,4												
37	Discharge Piping, Valves, Flow Meter	10 days	Mon 1/23/23	Fri 2/3/23	35	81 days	38												

Project: OUA MPS  
Date: 5-24-23

Task		Inactive Task	Manual Summary Rollup		External Milestone		Manual Progress	
Split		Inactive Milestone	Manual Summary		Deadline			
Milestone		Inactive Summary	Start-only		Critical			
Summary		Manual Task	Finish-only		Critical Split			
Project Summary		Duration-only	External Tasks		Progress			



**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 15

JUNE 20, 2023

**CONSENT AGENDA**

**INVOICE FROM GO UNDERGROUND UTILITIES, LLC – SWSA MASTER FORCE  
MAIN**

Please find attached invoice in the amount of \$67,445.20 submitted by Go Underground Utilities, LLC. Staff is aware of the work currently being done by Go Underground Utilities, LLC. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					\$1,241,740.00
Jun-22	1	Jun-22		\$271,225.00	\$970,515.00
Jul-22	2	Jul-22		\$405,602.50	\$564,912.50
Aug-22	3	Aug-22		\$39,662.50	\$525,250.00
Sep-22	4	Sep-22		\$69,986.50	\$455,263.50
Oct-22	5	Oct-22		\$66,960.75	\$388,302.75
Nov-22	6	Nov-22		\$38,380.00	\$349,922.75
Jan-23	7	Jan-23		\$64,923.00	\$284,999.75
Mar-23	8	Mar-23		\$85,044.00	\$199,955.75
May-23	9			\$7,813.75	\$192,142.00
Jun-23	10		\$67,445.20		\$124,696.80

**Staff recommends approval of this invoice in the amount of \$67,445.20 to Go Underground Utilities, LLC.**



June 9, 2023

Okeechobee Utility Authority  
100 SW 5<sup>th</sup> Avenue  
Okeechobee, FL 34974

**RE: SWSA Master Force Main Project**  
**Go Underground Utilities, LLC – Pay Application No. 10**

Mr. Hayford:

Please find attached Pay Application No. 10 for the above-referenced project, recommended for payment in the amount of \$67,445.20, which covers work confirmed to have been completed for the period from May 1 - 31, 2023, less retainage in the amount of 2% and previous payments. Please note that the contractor has requested that retainage be reduced from 5% to 2%. We are awaiting final as-builts and some very minor activities in order to deem the project substantially complete, and expect to do so before the July Board meeting. Based on the work completed to date, we feel the requested reduction in retainage is reasonable, and recommend approval.

We anticipate presenting a change order at the July Board meeting to address the following items:

- Project schedule, which was delayed for numerous reasons (including the presence of gopher tortoises).
- OUA costs associated with the tortoises to be covered by the contractor.
- Additional work at NW-15 requested by OUA.
- Reduction of the contract value to account for unspent Owner allowances.

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

Sincerely,  
**Sumner Engineering & Consulting, Inc.**

Jeffrey M. Sumner, PE  
President



**Contractor's Application for Payment No. 10**

Application Period:		Application Date: 5/31/2023
To (Owner): Okeechobee Utility Authority	From (Contractor): GO Underground Utilities, LLC	Via (Engineer): Sumner Engineering
Project: SWSA Master Force Main	Contract: SWSA Master Force Main	
Owner's Contract No.: 19-04	Contractor's Project No.:	Engineer's Project No.: 19-04

**Application For Payment  
Change Order Summary**

Approved Change Orders				
Number	Additions	Deductions		
			1. ORIGINAL CONTRACT PRICE.....	\$ 1,241,740.00
			2. Net change by Change Orders.....	\$
			3. Current Contract Price (Line 1 + 2).....	\$ 1,241,740.00
			4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates).....	\$ 1,139,840.00
			5. RETAINAGE:	
			a. X 2% Work Completed.....	\$ 22,796.80
			b. X 5% Stored Material.....	\$
			c. Total Retainage (Line 5.a + Line 5.b).....	\$ 22,796.80
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$ 1,117,043.20
			7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$ 1,049,598.00
			8. AMOUNT DUE THIS APPLICATION.....	\$ 67,445.20
			9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above).....	\$ 124,696.80
TOTALS				
NET CHANGE BY CHANGE ORDERS				

**Contractor's Certification**

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, 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, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

---

Contractor Signature

By:  Date: 5/31/2023

Payment of: \$ **67,445.20**  
(Line 8 or other - attach explanation of the other amount)

is recommended by: \_\_\_\_\_ **06/09/23**  
(Engineer) (Date)

Payment of: \$ \_\_\_\_\_  
(Line 8 or other - attach explanation of the other amount)

is approved by: \_\_\_\_\_  
(Owner) (Date)

Approved by: \_\_\_\_\_  
Funding or Financing Entity (if applicable) (Date)

#NAME?





**Progress Estimate - Unit Price Work**

**Contractor's Application**

For (Contract): SWSA Master Force Main					Application Number: 10					
Application Period:					Application Date: 5/31/2023					
A				B	C	D	E	F		
Item		Contract Information			Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)
Bid Item No.	Description	Item Quantity	Units	Unit Price						

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 16

JUNE 20, 2023

**CONSENT AGENDA**

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

Please find attached the invoice in the amount of \$10,032.10 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		\$10,032.10		\$3,180,385.00

**Staff recommends approval of this invoice in the amount of \$10,032.10 to Kimley Horn and Associates, Inc.**

<p><b>Please remit payment electronically to:</b></p> <p>Account Name: KIMLEY-HORN AND ASSOCIATES, INC.          Bank Name and Address: WELLS FARGO BANK, N.A., SAN FRANCISCO, CA 94163          Account Number: 2073089159554          ABA#: 121000248</p>	<p><b>If paying by check, please remit to:</b></p> <p>KIMLEY-HORN AND ASSOCIATES, INC.          P.O. BOX 932520          ATLANTA, GA 31193-2520</p>
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OKEECHOBEE UTILITY AUTHORITY  
 ATTN: JOHN HAYFORD  
 OUA  
 100 SW 5TH AVE  
 OKEECHOBEE, FL 34974

Invoice No: 24832954  
 Invoice Date: Apr 30, 2023  
 Invoice Amount: \$10,032.10  
  
 Project No: 241093000.1  
 Project Name: TREASURE ISLAND S2S  
 Project Manager: JENSEN, THOMAS  
  
 Client Reference: MSA180123  
 PO# 0000011405

Federal Tax Id: 56-0885615  
 For Services Rendered through Apr 30, 2023

**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	60.00%	4,970.40	4,142.00	828.40
Task 2 - Data Collection	13,891.00	20.00%	2,778.20	2,778.20	0.00
Task 3 - Model Development and Hydraulic Investigation	21,804.00	0.00%	0.00	0.00	0.00
Task 4 - Preliminary Design Report (PDR)	92,037.00	20.00%	18,407.40	9,203.70	9,203.70
<b>Task 5 - Pre-Design Services</b>					
i. Geotechnical Services	31,384.00	0.00%	0.00	0.00	0.00
ii. Site Survey	603,965.00	15.00%	90,594.75	90,594.75	0.00
iii. Environmental Services	24,257.00	0.00%	0.00	0.00	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 - Permitting and Easement/ROW Acquisition Support	159,775.00	0.00%	0.00	0.00	0.00
Task 7 - Meetings	48,503.00	0.00%	0.00	0.00	0.00
Task 8 - Project Management	38,060.00	0.00%	0.00	0.00	0.00
Task 9 - 30% Preliminary Design	526,345.00	0.00%	0.00	0.00	0.00
Task 10 - 60% Design	620,228.00	0.00%	0.00	0.00	0.00
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 - Bidding Services	55,588.00	0.00%	0.00	0.00	0.00
<b>Subtotal</b>	<b>3,180,385.00</b>	<b>3.67%</b>	<b>116,750.75</b>	<b>106,718.65</b>	<b>10,032.10</b>
<b>Total LUMP SUM</b>					<b>10,032.10</b>

**Total Invoice: \$10,032.10**

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 17

JUNE 20, 2023

**CONSENT AGENDA**

**INVOICE FROM HOLTZ CONSULTING ENGINEERS, INC. – AC PIPE REMOVAL**

Please find attached invoice in the amount of \$1,292.50 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
					\$24,375.00
Mar-23	1	Mar-23		\$6,462.50	\$17,912.50
Apr-23	2	Apr-23		\$5,170.00	\$12,742.50
Jun-23	3		\$1,292.50		\$11,450.00

**Staff recommends approval of this invoice in the amount of \$1,292.50 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:** June 12, 2023  
**INVOICE #:** 11356-3  
**CLIENT:** OUA  
**PROJECT:** SW 24th Ave. Asbestos  
Cement WM Removal &  
Disposal  
**Purchase Order:** 11356

**Bill To:**

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

Lump Sum Contract Amount:	\$	24,375.00
Prior Invoices to Date:	\$	11,632.50
This Invoice Amount:	\$	<u>1,292.50</u>
Remaining Balance:	\$	11,450.00

**THIS INVOICE AMOUNT:** \$ 1,292.50

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

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

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



**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 18

JUNE 20, 2023

**CONSENT AGENDA**

**INVOICES FROM CHA – PINE RIDGE PARK UTILITY SYSTEM**

Please find attached invoices in the amount of \$24,363.19 and \$6,879.00 submitted by CHA. Staff is aware of the work currently being done by Felix Associates Inc. and is in agreement with this request.

Invoice Date	Pay Request No.	Date Paid	Amt. Requested	Amount Paid	Remaining Balance
					\$103,900.00
Jun-22	1	Jun-22		\$1,406.50	\$102,493.50
Jul-22	2	Jul-22		\$690.00	\$101,803.50
Aug-22	3	Aug-22		\$5,629.17	\$96,174.33
Sep-22	4	Sep-22		\$2,684.58	\$93,489.75
Oct-22	5	Oct-22		\$2,342.00	\$91,147.75
Nov-22	6	Nov-22		\$4,158.00	\$86,989.75
Jan-23	7	Jan-23		\$8,205.50	\$78,784.25
May-23	8	May-23		\$8,289.25	\$70,495.00
May-23	9	May-23		\$32,266.83	\$38,228.17
Jun-23	10		\$24,363.19		\$13,864.98
Jun-23	11		\$6,879.00		\$6,985.98

**Staff recommends approval of this invoice in the amount of \$24,363.19 and \$6,879.00 to CHA.**



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

May 22, 2023  
Project No: 001034.000  
Invoice No: 1034-10

Project 001034.000 Pine Ridge Park Utility System Upgrade -SDC

Professional services during construction for the Pine Ridge park Utility improvement project as authorized on April 14, 2020 under Purchase Order 10380

**Professional Services from April 1, 2023 through April 28, 2023**

**Professional Personnel**

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Engineer 1					
Tahaoglu, Ahmet	4/4/2023		1.00	87.00	87.00
Correspondence with Hinterland about waterproof coating.					
Tahaoglu, Ahmet	4/6/2023		1.50	87.00	130.50
Correspondence with Hinterland and Les.					
Tahaoglu, Ahmet	4/10/2023		1.50	87.00	130.50
Shop drawing review (Jamie Mullis follow-up about exhaust/louvres).					
Tahaoglu, Ahmet	4/14/2023		2.00	87.00	174.00
March monthly report for John Hayford and shop drawing review.					
Tahaoglu, Ahmet	4/19/2023		1.00	87.00	87.00
Shop drawing related correspondence.					
Tahaoglu, Ahmet	4/20/2023		.50	87.00	43.50
Shop drawing related correspondence.					
Tahaoglu, Ahmet	4/26/2023		2.00	87.00	174.00
Internal correspondence about shop drawings (exhaust fans and cleanouts).					
Engineer 4					
Bortz, Stephanie	4/3/2023		1.50	123.00	184.50
Shop drawing review (235-006.03)					
Bortz, Stephanie	4/4/2023		1.00	123.00	123.00
Shop drawing submittal and follow up with site requirements (coating and dowel removal) (235-006.03)					
Bortz, Stephanie	4/6/2023		.50	123.00	61.50
Shop drawing review and submittal (235-006.03 )					
Bortz, Stephanie	4/12/2023		3.00	123.00	369.00
Invoice packet #7, meeting with special inspector, coordinating pending field orders, RFPs, change orders. (235-006.03)					
Bortz, Stephanie	4/14/2023		1.00	123.00	123.00
Reviewing submitted field orders, coordinating construction activities for the upcoming week.					
Bortz, Stephanie	4/18/2023		1.00	123.00	123.00
Shop drawing submittal (235-006.03) and field order #04 and #05 review.					

**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@chacompanies.com](mailto:remittances@chacompanies.com)

PO Box 845746, Boston, MA 02284-5746, Worksource - 845746

T 518.453.4500 • F 518.458.1735 • [www.chacompanies.com](http://www.chacompanies.com)

Project	001034.000	235-006.03_Pine Ridge Park Utility Syste			Invoice	1034-10
Bortz, Stephanie		4/19/2023	2.00	123.00	246.00	
		235-006.03 Shop drawing review, contractor coordination, field order review				
Bortz, Stephanie		4/24/2023	2.00	123.00	246.00	
		235-006.03 Shop drawing review & preparing construction correspondence to Hinterland.				
Bortz, Stephanie		4/26/2023	2.00	123.00	246.00	
		Pine Ridge Park defective work correspondence, project coordination with OUA staff, shop drawing review/submittal (235-006.03 )				
Bortz, Stephanie		4/27/2023	2.00	123.00	246.00	
		235-006.03 Submittal coordination with OUA and contractor				
Bortz, Stephanie		4/28/2023	1.00	123.00	123.00	
		235-006.03 Pine Ridge shop drawing coordination				
Engineer 8						
Hammann, Douglas		4/6/2023	1.00	201.00	201.00	
		Preliminary review pay request #7				
Hammann, Douglas		4/7/2023	3.00	201.00	603.00	
		Review leaks at wall to floor concrete joint. review photos to determine installation condition of water stop material. Contact other GCs with wtare retaining structure construction experience related to leaking joints.				
Hammann, Douglas		4/10/2023	2.00	201.00	402.00	
		Review issue with water infiltrating the walls. Setup meeting with SII for Tuesday, review Danfoss VFDs.				
Hammann, Douglas		4/11/2023	1.00	201.00	201.00	
		Structure leak meeting with SII, structural EOR				
Hammann, Douglas		4/12/2023	1.00	201.00	201.00	
		Review VFD request to substitute, wall leaks, architectural colors and additional fee with the OUA				
Hammann, Douglas		4/13/2023	1.00	201.00	201.00	
		Wall leak correction design coordination with SII				
Hammann, Douglas		4/19/2023	2.00	201.00	402.00	
		Review water stop correction drawing, review stairs submittal and color coordination drawing information				
Hammann, Douglas		4/21/2023	1.00	201.00	201.00	
		Prepare FO #4 response				
Hammann, Douglas		4/25/2023	1.00	201.00	201.00	
		Wall repair response to HGI				
Technician 3						
Ray, Matheus		4/19/2023	3.00	103.00	309.00	
		Preparing colored architectural elevations for review by OUA.				
Technician 4						
Crick, Jeff		4/10/2023	1.00	123.00	123.00	
		Discussion w/ Doug about tank pit wall construction, leak issues. .75 Assist Ricardo with record drawing for vac piping .25				
Crick, Jeff		4/18/2023	5.50	123.00	676.50	
		Draft secondary wall pours per SII markups and Doug's input. Detailing for reinf. and waterstop installation.				
Crick, Jeff		4/19/2023	1.00	123.00	123.00	
		Updates to plans per Doug's comments, revisions for waterproofing and additional notes				
Crick, Jeff		4/20/2023	.25	123.00	30.75	
		Minor addition to wall waterstop correction. Email print to SII for review and to Doug.				

**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@chacompanies.com](mailto:remittances@chacompanies.com)

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Project	001034.000	235-006.03_Pine Ridge Park Utility Syste	Invoice	1034-10
Crick, Jeff	4/26/2023	.75 123.00	92.25	
Discussion w/ Stephanie regarding vac p.s. 4" FM routing and connection point Discuss pump head and connection affects on static loss.				
Paez, Ricardo	4/10/2023	4.00 123.00	492.00	
Received new as-builts from Hinterland, from N 11th Lane, vacuum and water and NW 30th Ave. Fix connection and conflict at ne 30th ave and ne 8th st.				
Paez, Ricardo	4/11/2023	8.00 123.00	984.00	
Fix lifts and connections along ne 11th ln				
Paez, Ricardo	4/12/2023	5.00 123.00	615.00	
Update VSSS location on 8th ST, NW 30th Ave., and NE 31st Terrace. Update connection and fitting locations				
Paez, Ricardo	4/13/2023	8.00 123.00	984.00	
As-builts. Correction for WM valve locations. Update profile on 30th ave nue and 8th st				
Paez, Ricardo	4/14/2023	4.00 123.00	492.00	
Finish as-builts plan and profiles with current data. Start creating memorandum for missing items				
Paez, Ricardo	4/17/2023	1.50 123.00	184.50	
Write as-built memorandum for missing and required information				
Paez, Ricardo	4/18/2023	1.50 123.00	184.50	
Finish and review as-builts for submittal				
Totals		83.00	10,821.00	
<b>Total Labor</b>				<b>10,821.00</b>

#### Consultants

##### Sublet Engineering

11/15/2022	Steven L Dobbs Engineering	2,910.00	
2/3/2023	Steven L Dobbs Engineering	6,797.50	
3/31/2023	Hudson Inspections LLC	300.00	
4/3/2023	Steven L Dobbs Engineering	3,062.50	
4/7/2023	Hudson Inspections LLC	300.00	
<b>Total Consultants</b>		<b>1.0 times</b>	<b>13,370.00</b>
			<b>13,370.00</b>

#### Reimbursable Expenses

Direct Miscellaneous - Mileage	172.19	
<b>Total Reimbursables</b>	<b>1.0 times</b>	<b>172.19</b>
		<b>172.19</b>

#### Billing Limits

	Current	Prior	To-Date
Total Billings	24,363.19	65,671.83	90,035.02
Limit			103,900.00
Remaining			13,864.98
<b>Total Due This Invoice:</b>			<b>\$24,363.19</b>

#### Outstanding Invoices

Number	Date	Balance
1034-08	1/27/2023	8,289.25
1034-09	4/25/2023	32,266.83
<b>Total</b>		<b>40,556.08</b>

**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@chacompanies.com

PO Box 845746, Boston, MA 02284-5746, Worksource - 845746

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

June 12, 2023  
Project No: 001034.000  
Invoice No: 1034-11

Project 001034.000 Pine Ridge Park Utility System Upgrade -SDC

Professional services during construction for the Pine Ridge park Utility improvement project as authorized on April 14, 2020 under Purchase Order 10380

**Professional Services from April 29, 2023 through May 26, 2023**

**Professional Personnel**

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Engineer 1					
Tahaoglu, Ahmet	5/2/2023		1.00	87.00	87.00
Structural drawings check					
Tahaoglu, Ahmet	5/10/2023		1.00	87.00	87.00
Shop drawing review					
Engineer 4					
Bortz, Stephanie	5/1/2023		.50	123.00	61.50
235-006.03 Pine Ridge Park Project Review and RFP Review					
Bortz, Stephanie	5/2/2023		.50	123.00	61.50
235-006.03 pine ridge shop drawing & progress meeting set up					
Bortz, Stephanie	5/8/2023		.50	123.00	61.50
235-006.03 RFI #02 Coordination					
Bortz, Stephanie	5/10/2023		3.00	123.00	369.00
235-006.03 OUA Progress Meeting agenda and gathering packet for meeting					
Bortz, Stephanie	5/11/2023		7.00	123.00	861.00
235-006.03 Progress Meeting #5					
Bortz, Stephanie	5/12/2023		2.00	123.00	246.00
Progress Meeting Minutes & Review of submitted documents from Contractor (FO#4 & #05)					
Bortz, Stephanie	5/16/2023		1.00	123.00	123.00
235-006.03 Construction Schedule Review and Correspondence					
Bortz, Stephanie	5/17/2023		2.00	123.00	246.00
235-006.03 Pine Ridge Field Order Review, Project Review, and Internal Meeting					
Bortz, Stephanie	5/19/2023		2.00	123.00	246.00
235-006.03 Pine Ridge Project Document Review (Field Order, Invoice, RFP)					
Bortz, Stephanie	5/22/2023		4.50	123.00	553.50
235-006.03 WM Pressure Test & AA Form coordination, Field Order Review and Coordination					
Bortz, Stephanie	5/23/2023		3.00	123.00	369.00
235-006.03 Shop Drawing Review, OUA Meeting to review RFP, CO, FO.					
Bortz, Stephanie	5/24/2023		4.00	123.00	492.00
235-006.03 Project Coordination, Field Order, AA, RFT Review, internal meetings					

**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@chacompanies.com](mailto:remittances@chacompanies.com)

PO Box 845746, Boston, MA 02284-5746, Worksource - 845746

T 518.453.4500 • F 518.458.1735 • [www.chacompanies.com](http://www.chacompanies.com)

Project	001034.000	235-006.03_Pine Ridge Park Utility Syste	Invoice	1034-11
---------	------------	--	---------	---------

Engineer 8

Hammann, Douglas	5/1/2023	1.00	201.00	201.00
Review flovac specifications variance list and proposed SDC fee increase				
Hammann, Douglas	5/4/2023	1.00	201.00	201.00
Review new west wall leak and discuss with J. Hayford				
Hammann, Douglas	5/5/2023	1.00	201.00	201.00
Prepare response to HGI regarding wall leaks				
Hammann, Douglas	5/10/2023	2.00	201.00	402.00
Review and prepare for project progress meeting on 5-11-2023				
Hammann, Douglas	5/11/2023	6.00	201.00	1,206.00
Attend project progress meeting				
Hammann, Douglas	5/23/2023	2.00	201.00	402.00
Review outstanding issues with OUA and CHA staff				
Hammann, Douglas	5/24/2023	1.00	201.00	201.00
Review status issues with FO #4, FO #5 and Allowance Authorization #1				
Hammann, Douglas	5/26/2023	1.00	201.00	201.00
Review bridge crane submittal				
Totals		47.00		6,879.00

**Total Labor**

**6,879.00**

**Billing Limits**

	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings	6,879.00	90,035.02	96,914.02
Limit			103,900.00
Remaining			6,985.98

**Total Due This Invoice: \$6,879.00**

**Outstanding Invoices**

<b>Number</b>	<b>Date</b>	<b>Balance</b>
1034-10	5/22/2023	24,363.19
<b>Total</b>		<b>24,363.19</b>

**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@chacompanies.com

PO Box 845746, Boston, MA 02284-5746, Worksource - 845746

T 518.453.4500 • F 518.458.1735 • www.chacompanies.com

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 19

JUNE 20, 2023

**CONSENT AGENDA**

**INVOICE FROM THORN RUN PARTNERS**

Please see attached the Thorn Run Partners monthly invoice.

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

# THORN RUN PARTNERS



# INVOICE

Date 6/1/2023  
Invoice No. 14018

## Bill To

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

PO NUMBER	PO 11326
SUPPLIER ID	

Terms	FOR THE MONTH OF
Net 30	June 2023

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

## Remittance Information

For billing inquiries please email [trpadmin@thornrun.com](mailto: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](mailto: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. 20

JUNE 20, 2023

**CONSENT AGENDA**

**INVOICE FROM MACVICAR CONSULTING, INC.**

Please see attached the MacVicar Consulting Inc. invoice.

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



MACVICAR CONSULTING, INC.  
West Palm Beach, FL 33415

# Invoice

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

DATE	INVOICE #
6/5/2023	202306016

PROJECT
<b>540.01-LOSOM Support</b>

DESCRIPTION	AMOUNT
Support for the month of May 2023	250.00
<b>Total</b>	<b>\$250.00</b>

# OKEECHOBEE UTILITY AUTHORITY

## AGENDA ITEM NO. 21

JUNE 20, 2023

### FINANCE REPORT

At the end of May 2023, operating revenue were \$8,489,547 compare to YTD budget of \$8,010,833 which resulted in the achievement of 105.6% of YTD budget or an overage of \$478,714. In addition to the favorable difference being reported this financial year, the cumulative revenue of \$8,489,547 as stated above, is significantly above prior YTD revenue of \$7,925,413 by 7.1% which is approximately twice the approved rate adjustment of 3.5% at October 1, 2022, which implies an improvement in volume and related revenue streams.

Factors' contributing to the cumulative achievement in revenue includes:

- Favorable variance in YTD Water Utility Revenue of \$176,089.
- Favorable variance in YTD Wastewater Utility Revenue of \$157,720.

YTD operating expenditures were \$4,768,308 which is \$1,096,829 below budget, yielding a positive variance of 18.7%. Continued review of the Authority's expenses shows no negative variance at the departmental level, however, caution should be exercise in predicting the last quarter as we are now in the hurricane season. Staff will continue to monitoring all cost and take corrective measure should the need arise.

Cumulative net operating revenue, which provides a dollar value indicator of actual operating result (regular revenue vs. expenses) compare against budget, report a surplus \$1,575,543 over YTD budget.

YTD restricted revenue of \$346,344 is 252.3% above YTD budget of \$98,312 due to:

1. Cumulatively as at May 2023, OUA has added 46 new water connection accounts and 19 wastewater connection accounts compare with YTD budget of 16 new water connections and 8 new wastewater connections.
2. During the month of May, our bankers increased the interest on deposits from 2.53% to 3.56% resulting in YTD interest on bank deposits of \$176,471 compared to budget of \$21,621 which had forecasted an interest rate of 0.3%.

#### Debt Coverage Objective

	FY22 Audit	Resolution
Senior Lien	1.99	1.20
Junior Lien	2.64	1.15

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

# **Okeechobee Utility Authority**

## **Finance Report**

### **Fiscal Year 2023**

**As of                      The Period Ending                      May 31, 2023**

OKEECHOBEE UTILITY AUTHORITY  
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Detail of Other Operating Revenue	Page 16

Okeechobee Utility Authority  
 Executive Summary  
 Prepared by Finance Director

**OKEECHOBEE UTILITY AUTHORITY  
 FINANCIAL SUMMARY COMPARISON**

	Operating Revenues				Operating Expenses				Cumulative YTD Operating Budget Variance	Restricted Revenues				
	Actual YTD FY22	Actual YTD FY23	Budget YTD FY23	% Variance (FY 23 vs Bud. FY23)	Actual YTD FY22	Actual YTD FY23	Budget YTD FY23	% Variance (FY23 vs Bud FY23)		Actual YTD FY 22	Actual YTD FY 23	Budget YTD FY23	% Variance (FY 23 vs Bud FY 23)	Cumulative YTD Restricted Budget Variance
Oct-22	952,107	987,911	968,026	2.0%	304,448	520,371	581,520	10.5%	81,034	16,943	19,502	12,289	58.7%	7,213
Nov-22	1,932,264	2,059,168	2,002,708	2.7%	856,789	1,096,709	1,266,284	13.4%	226,035	37,265	32,695	24,578	33.0%	8,117
Dec-22	2,839,735	2,999,688	3,004,062	-0.1%	1,578,441	1,651,692	2,199,426	24.9%	543,360	57,320	50,228	36,867	36.2%	13,361
Jan-23	3,889,449	4,102,770	4,005,416	2.4%	2,064,469	2,246,263	2,932,568	23.4%	783,659	73,453	98,649	49,156	100.7%	49,493
Feb-23	4,938,079	5,229,606	5,006,770	4.3%	2,643,709	2,840,636	3,665,710	22.5%	1,047,910	118,145	154,325	61,445	151.2%	92,880
Mar-23	5,966,092	6,235,193	6,008,125	3.6%	3,283,129	3,545,046	4,398,853	19.4%	1,080,875	135,895	193,272	73,734	162.1%	119,538
Apr-23	6,941,548	7,430,764	7,009,479	5.7%	3,813,513	4,142,624	5,131,995	19.3%	1,410,656	157,452	302,311	86,023	251.4%	216,288
May-23	7,925,413	8,489,547	8,010,833	5.6%	4,488,689	4,768,308	5,865,137	18.7%	1,575,543	176,138	346,344	98,312	252.3%	248,032
Jun-23														
Jul-23														
Aug-23														
Sep-23														

Respectfully,  
  
 Lauriston Hamilton

**Okeechobee Utility Authority**  
**FY 2023 Finance Report for May 31, 2023**  
**The Period Ending**

**OPERATING REVENUE FUND**

	Actual YTD	Budget YTD	\$ Variance	% Variance
<b>OPERATING REVENUE:</b>				
Water	\$ 4,948,009	\$ 4,776,497	\$ 171,511	3.6%
Sewer	\$ 3,089,879	2,931,082	158,797	5.4%
Other Operating Revenue (see detail on page 16)	\$ 451,659	303,253	148,405	48.9%
Total Operating Revenue Received	<u>\$ 8,489,547</u>	<u>\$ 8,010,833</u>	<u>\$ 478,714</u>	<u>6.0%</u>
<b>OPERATING EXPENSES:</b>				
Water	\$ 1,110,710	\$ 1,401,005	\$ 290,294	20.7%
Wastewater	\$ 658,963	901,177	242,213	26.9%
Meter Readers	\$ 163,755	197,293	33,537	17.0%
Maintenance	\$ 1,466,994	1,694,215	227,220	13.4%
Administration Operating	\$ 784,710	951,688	166,978	17.5%
General & Admin.	\$ 583,174	719,760	136,586	19.0%
Contingency Expense	\$ -	-	-	0.0%
Total Operating Expenses Paid (3) (4) (5) (6)	<u>\$ 4,768,308</u>	<u>\$ 5,865,137</u>	<u>\$ 1,096,829</u>	<u>18.7%</u>
<b>Net Operating Income</b>	<u>\$ 3,721,239</u>	<u>\$ 2,145,696</u>	<u>\$ 1,575,543</u>	<u>73.4%</u>

**RESTRICTED REVENUE FUNDS**

<b>RESTRICTED REVENUE FUNDS RECEIVED:</b>				
Fire Hydrant Fund Fee	\$ 63,384	\$ 62,803	\$ 581	0.9%
Water CC Fees (infill)	\$ 54,907	7,183	47,723	664.4%
WW CC Fees (infill)	\$ 51,582	6,704	44,878	669.4%
Operating Account Interest	\$ 121,584	10,783	110,801	0.0%
Payroll Account Interest	\$ 2,099	348	1,751	0.0%
Restricted Interest Income	\$ 52,788	10,490	42,298	403.2%
<b>TOTAL RESTRICTED REVENUE (1) (2)</b>	<u>\$ 346,344</u>	<u>\$ 98,312</u>	<u>\$ 248,032</u>	<u>252.3%</u>

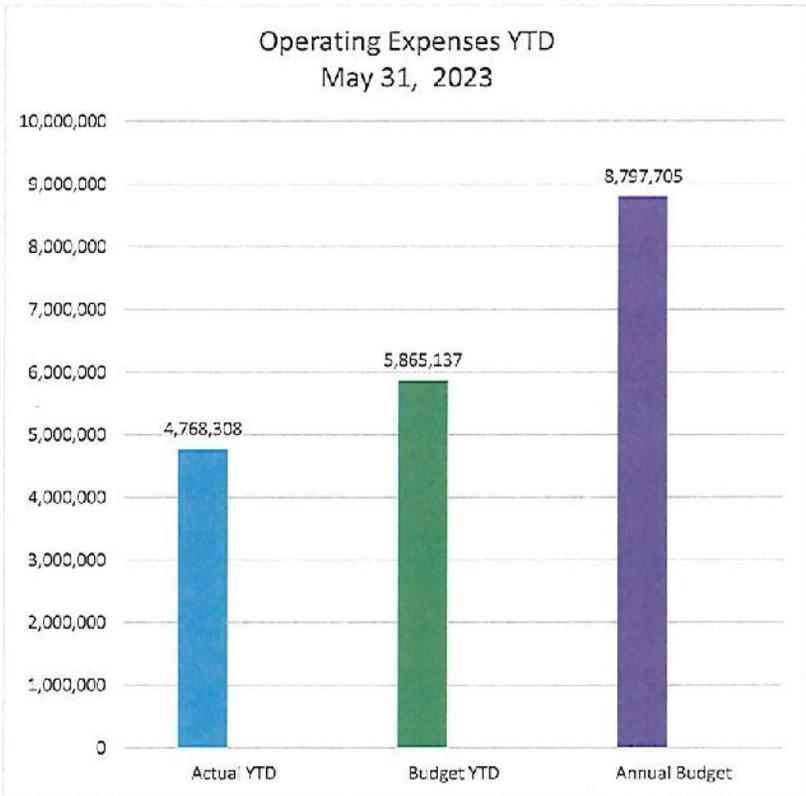
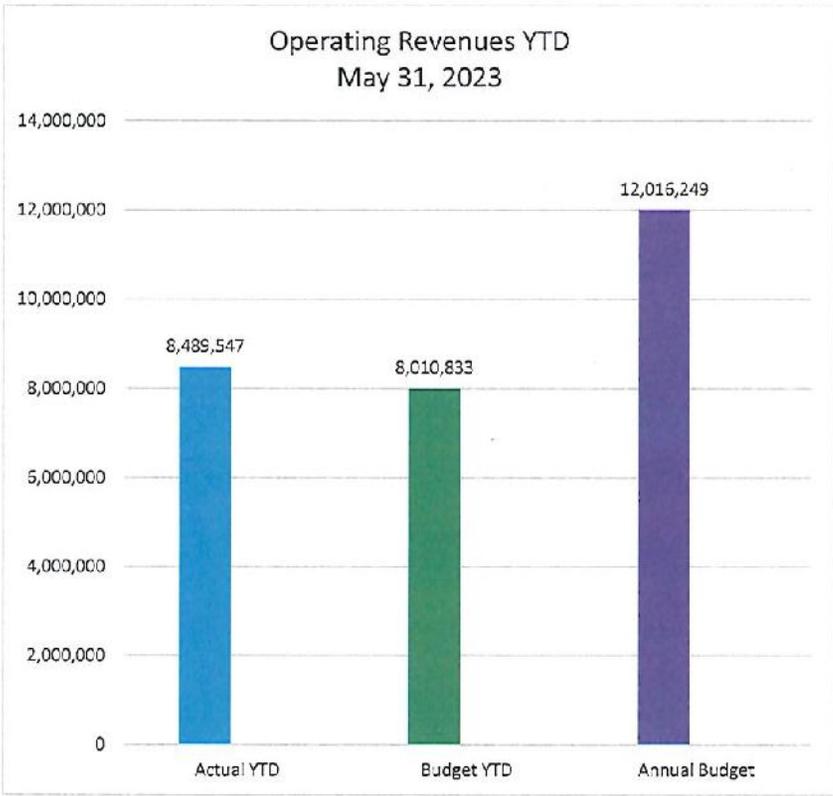
**NON-OPERATING EXPENSES:**

Debt service interest expense	\$215,703	\$212,502	(3,201)	-1.5%
Non-cash depreciation & amortization	\$1,847,075	\$1,808,400	(38,675)	-2.1%

**NET REVENUE BEFORE ITEMS BELOW** \$ 2,004,804 \$ 223,106 \$ 1,865,452 836.1%

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

	Actual YTD	Annual Budget	Variance
(1) Grant funds & state appropriations of:	\$1,812,452	\$10,209,302	
(2) Contributed capital of:	\$492,466	\$20,145	
(3) Debt service principal payments of:	\$1,037,719	\$2,187,862	
(4) Net Construction In Progress (CIP) Expenditures of:	\$4,978,363	\$11,548,847	



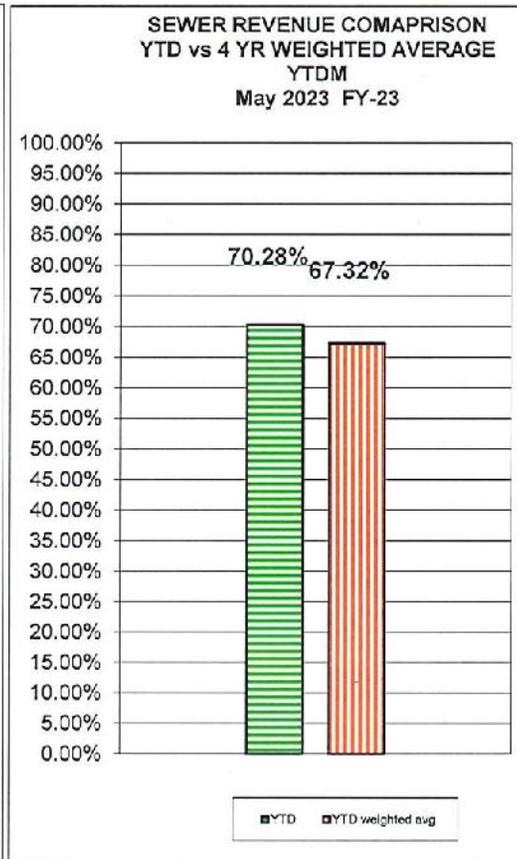
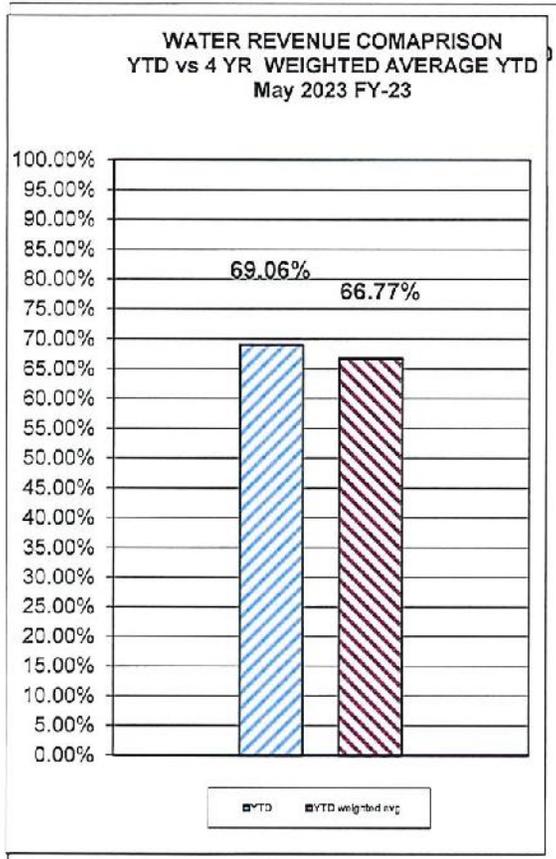
**Current FY-23 Water and Sewer Utility Revenue**  
**Monthly & YTD Revenue and Difference from 4Yr Weighted Average (in \$)**

<b>WATER UTILITY REVENUE:</b>				<b>Monthly \$ Difference From 4 Year Weighted Average of</b>	<b>% Current YTD Budget</b>	<b>4 Yr Weighted Average %</b>
<b>Period</b>	<b>YTD</b>		<b>\$ 6,665,699</b>	<b>Water Revenue</b>		
				<b>\$7,164,746</b>		
Oct.	\$ 593,447	593,447	\$ 57,498	8.28%	8.03%	
Nov.	\$ 629,508	1,222,955	\$ 75,090	17.07%	15.85%	
Dec.	\$ 551,517	1,774,472	\$ 21,828	24.77%	23.85%	
Jan.	\$ 622,764	2,397,237	\$ 60,363	33.46%	32.49%	
Feb.	\$ 672,135	3,069,372	\$ 100,112	42.84%	40.99%	
Mar.	\$ 595,264	3,664,636	\$ 28,154	51.15%	49.40%	
Apr.	\$ 660,103	4,324,739	\$ 88,639	60.36%	58.50%	
May	\$ 623,270	4,948,009	\$ 56,860	69.06%	66.77%	
Jun.	\$ -	-	\$ -	0.00%	0.00%	
Jul.	\$ -	-	\$ -	0.00%	0.00%	
Aug.	\$ -	-	\$ -	0.00%	0.00%	
Sep.	\$ -	-	\$ -	0.00%	8.03%	

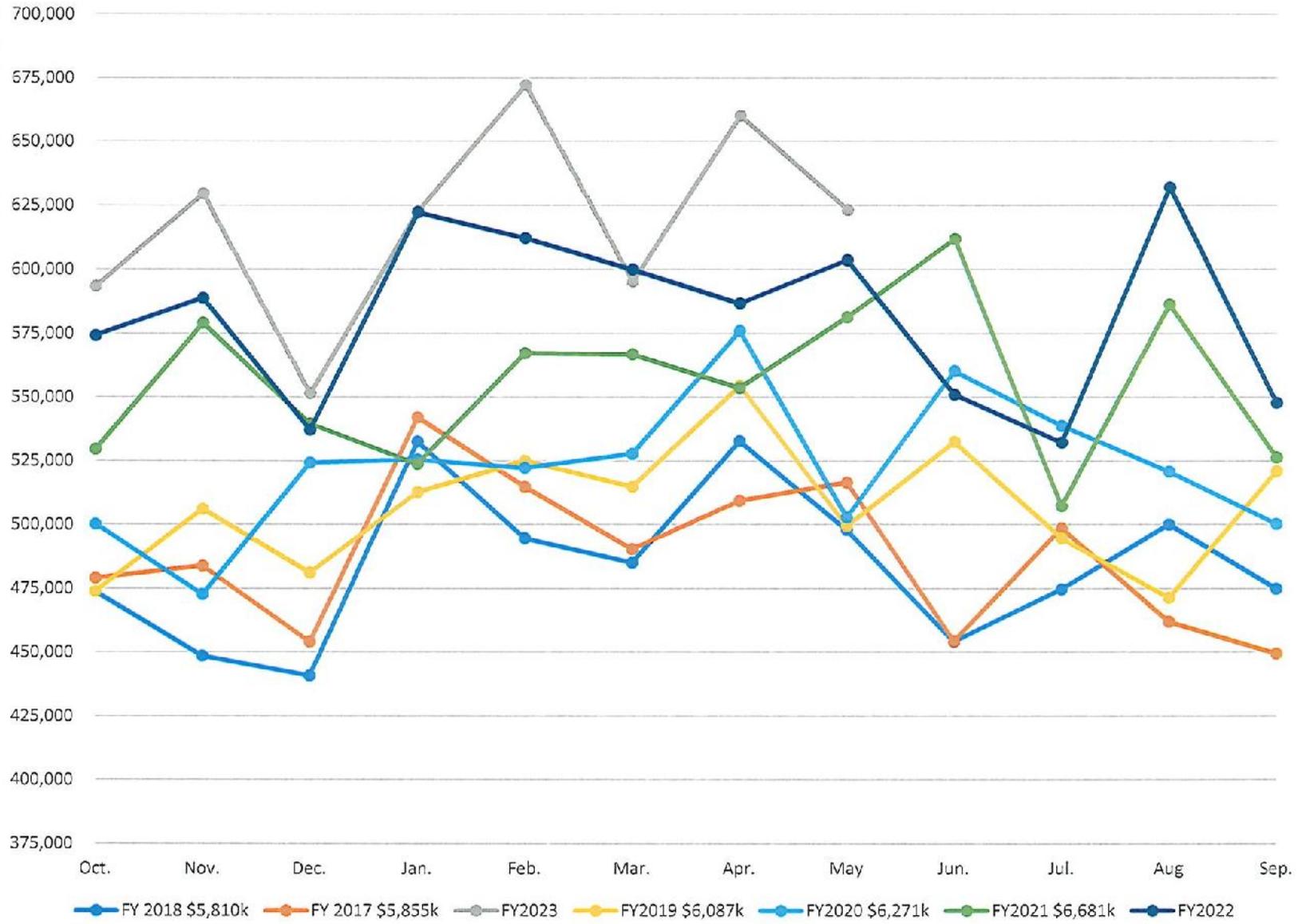
  

<b>SEWER UTILITY REVENUE:</b>				<b>Monthly \$ Difference From 4 Year Weighted Average of</b>	<b>% Current YTD To Budgeted Sewer Revenue</b>	
			<b>\$ 4,084,988</b>	<b>\$4,396,623</b>		
Oct.	\$ 365,608	\$ 365,608	\$ 34,478	8.32%	8.10%	
Nov.	\$ 398,359	\$ 763,967	\$ 54,353	17.38%	16.52%	
Dec.	\$ 348,896	1,112,863	\$ 16,438	25.31%	24.67%	
Jan.	\$ 390,783	1,503,646	\$ 44,239	34.20%	33.14%	
Feb.	\$ 426,884	1,930,530	\$ 62,684	43.91%	42.04%	
Mar.	\$ 371,791	2,302,321	\$ 18,767	52.37%	50.68%	
Apr.	\$ 402,730	2,705,051	\$ 53,203	61.53%	59.25%	
May	\$ 384,828	3,089,879	\$ 54,730	70.28%	67.32%	
Jun.	\$ -	-	\$ -			
Jul.	\$ -	-	\$ -			
Aug.	\$ -	-	\$ -			
Sep.	\$ -	-	\$ -			

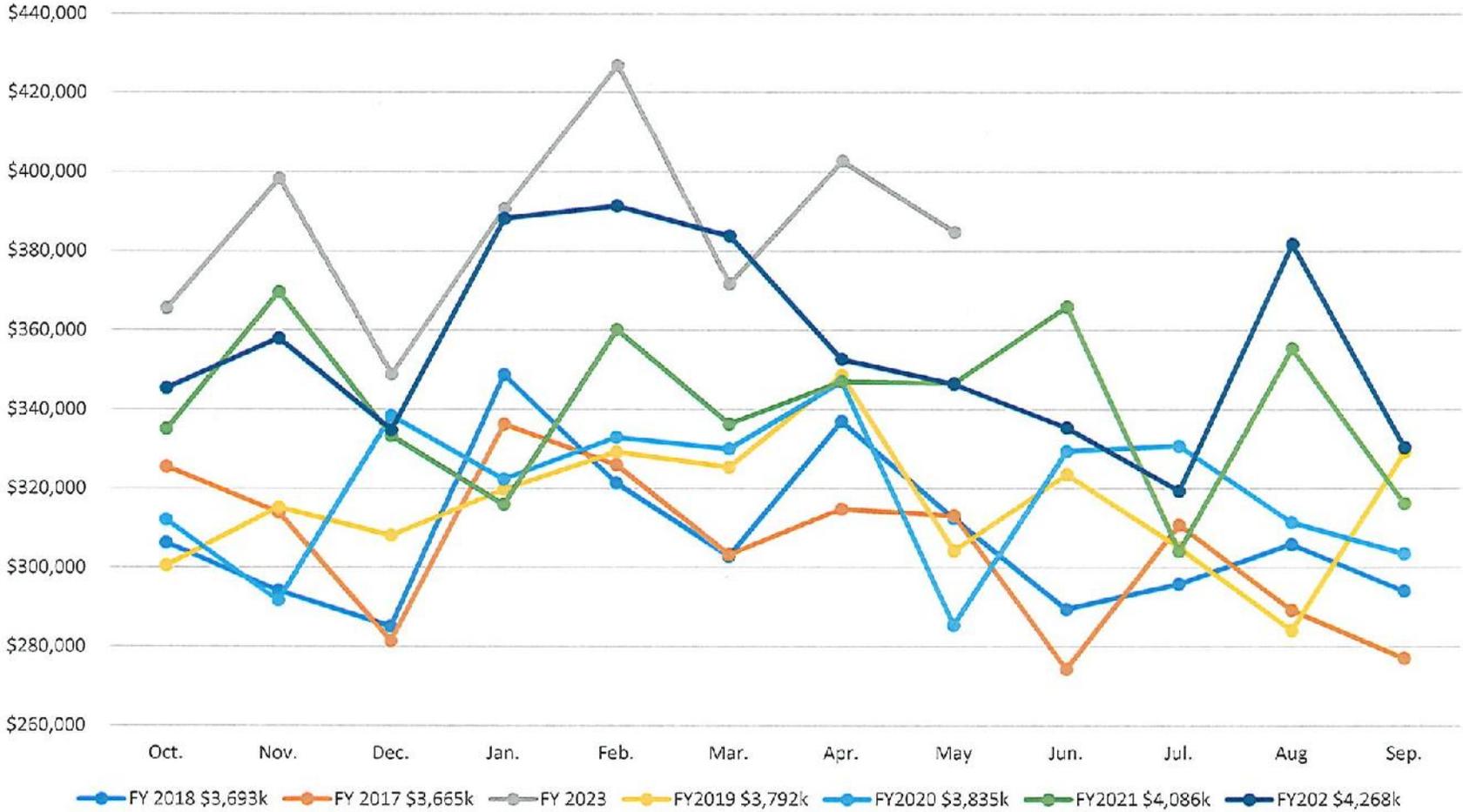
## WATER AND SEWER REVENUE COMPARISON YEAR TO DATE vs 4 YEAR WEIGHTED AVERAGE YEAR TO DATE



### Actual Water Revenue Comparison



Actual Wastewater Revenue Comparison

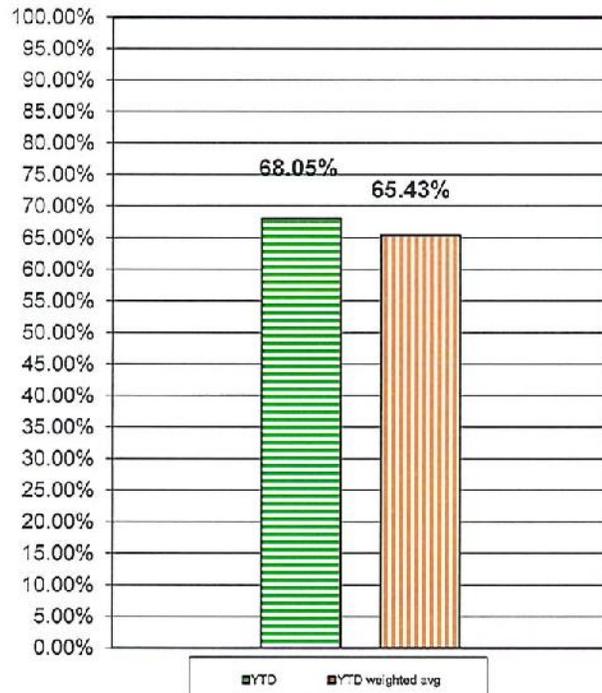


**Current FY-23 Operating & Non-Operating Expenses,  
Monthly & YTD Expense and Difference from 4Yr Weighted Average (in \$)**

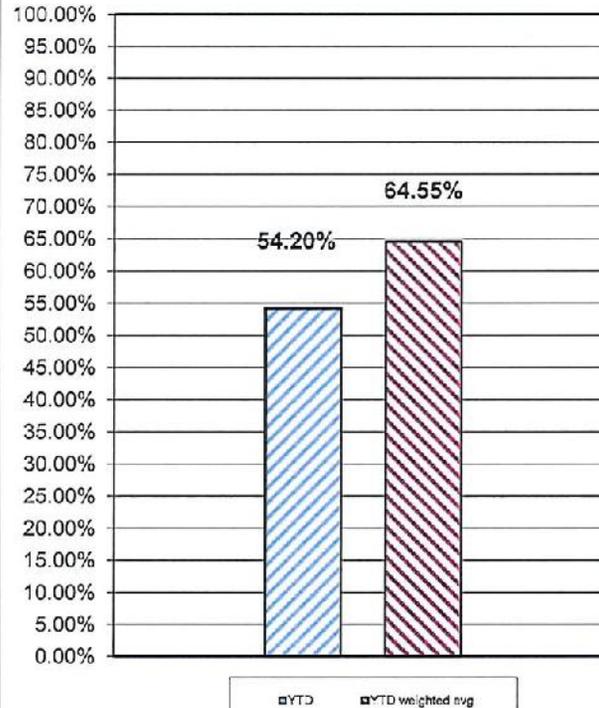
<b>OPERATING EXPENSES:</b>			<b>\$ Difference For the Month From 4 Year Weighted Avg of</b>	<b>% Current YTD To Budgeted</b>	<b>4 Yr Weighted Average</b>
<b>Period</b>	<b>YTD</b>	<b>\$ 6,708,708</b>	<b>Operating Exp. \$8,797,705</b>		
Oct.	\$ 520,371	\$ 520,371	\$ 130,920	5.91%	5.85%
Nov.	\$ 576,338	\$ 1,096,709	\$ 75,237	12.47%	13.30%
Dec.	\$ 554,983	\$ 1,651,692	\$ (118,596)	18.77%	23.36%
Jan.	\$ 594,571	\$ 2,246,263	\$ 59,392	25.53%	31.36%
Feb.	\$ 594,373	\$ 2,840,636	\$ 56,058	32.29%	39.37%
Mar.	\$ 704,410	\$ 3,545,046	\$ 112,281	40.30%	48.19%
Apr.	\$ 597,578	\$ 4,142,624	\$ 72,004	47.09%	56.01%
May	\$ 625,684	\$ 4,768,308	\$ 51,241	54.20%	64.55%
Jun.	\$ -	\$ -	\$ -	0.00%	0.00%
Jul.	\$ -	\$ -	\$ -	0.00%	0.00%
Aug.	\$ -	\$ -	\$ -	0.00%	0.00%
Sep.	\$ -	\$ -	\$ -	0.00%	0.00%
<b>NON-OPERATING EXPENSES:</b>			<b>\$ 3,084,830</b>	<b>% Current YTD To Budgeted</b>	
			<b>From 4 Year Weighted Avg of</b>	<b>Non-Oper. Exp. \$3,031,353</b>	
Oct.	\$ 256,552	\$ 256,552	\$ 3,042	8.46%	8.22%
Nov.	\$ 258,079	\$ 514,631	\$ 6,234	16.98%	16.38%
Dec.	\$ 258,080	\$ 772,711	\$ 5,673	25.49%	24.56%
Jan.	\$ 258,080	\$ 1,030,791	\$ 5,700	34.00%	32.74%
Feb.	\$ 258,079	\$ 1,288,870	\$ 5,322	42.52%	40.94%
Mar.	\$ 258,080	\$ 1,546,950	\$ 4,658	51.03%	49.15%
Apr.	\$ 257,914	\$ 1,804,864	\$ 6,831	59.54%	57.29%
May	\$ 257,915	\$ 2,062,779	\$ 6,921	68.05%	65.43%
Jun.	\$ -	\$ -	\$ -	0.00%	0.00%
Jul.	\$ -	\$ -	\$ -	0.00%	0.00%
Aug.	\$ -	\$ -	\$ -	0.00%	0.00%
Sep.	\$ -	\$ -	\$ -	0.00%	8.22%

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

May 2023 FY-23



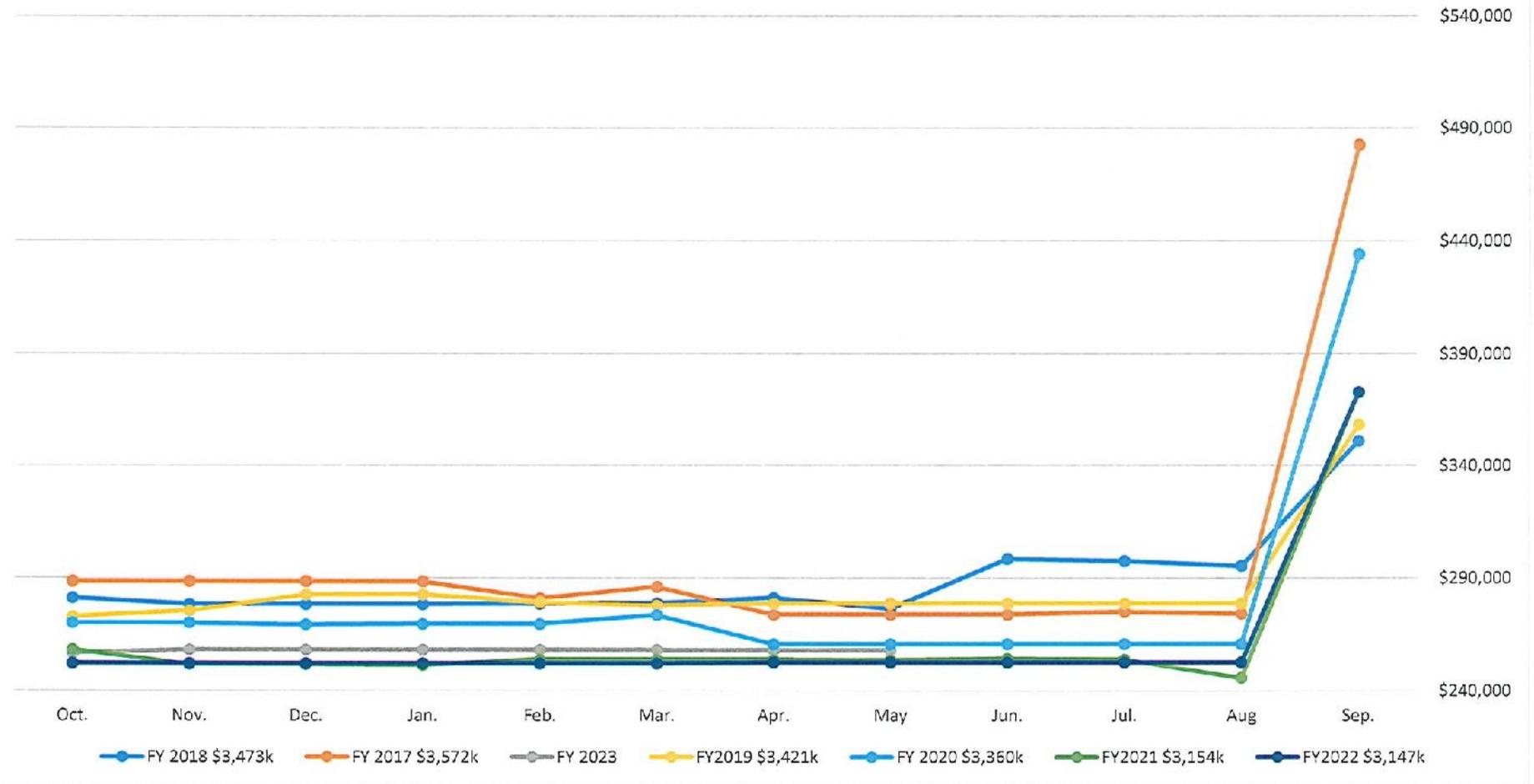
OPERATING EXPENSES COMAPRISON  
YTD vs 4 YR WEIGHTED AVERAGE YTD  
May 2023 FY-23



### Actual Operating Expense Comparison



### Actual Non Operating Expense Comparison



	A	X	Z	AA	AC
88					
89	<b>Okeechobee Utility Authority</b>	<b>Audit</b>		<b>Audit</b>	<b>OUA prepared</b>
90	<b>Statement of Cash Flows</b>				
91	<b>Basis of Accounting</b>	<b>Accrual Basis for Revenues</b>		<b>Accrual Basis for Revenues</b>	<b>Accrual Basis for Revenues</b>
92		<b>Accrual Basis for Expenses</b>		<b>Accrual Basis for Expenses</b>	<b>Cash Basis for Expenses</b>
93					
94		<b>Sept 30, 2021</b>		<b>Sept 30, 2022</b>	<b>May 31, 2023</b>
95		<b>12 Months</b>		<b>12 Months</b>	<b>8 Month</b>
96					
97	<b>Cash Flows from Operations</b>				
98	Operating Income	2,594,121		1,758,388	1,829,598
99	Depreciation & Amortization	2,630,852		2,688,584	1,847,075
100	Increase (decrease) in cash from changes in accounts receivable and grants receivable			(394,264)	1,684,021
101	Increase (decrease) in cash from changes in accounts payable			127,686	168,080
102	Increase (decrease) in cash from changes in other assets	543,692		305,029	(379,800)
103	Increase (decrease) in cash from changes in other liabilities	-		(857,112)	1,064,387
104	<b>Cash provided (used) by operations</b>	<b>5,768,665</b>		<b>3,628,311</b>	<b>6,213,361</b>
105					
106	<b>Cash Flows from Nonoperating Revenues/Expenses</b>				
107	Fire Hydrant fees	85,215		85,215	63,384
108	Capital connection fees	230,218		122,322	106,489
109	Interest revenue	47,914		29,488	176,471
110	Debt issuance costs	-		0	0
111	Interest expense	(523,113)		(472,215)	(215,703)
112	<b>Cash provided (used) by nonoperating activities</b>	<b>(159,766)</b>		<b>(235,190)</b>	<b>130,641</b>
113					
114	<b>Cash Flows from Capital and Financing Activities</b>				
115	Purchase of equipment, computer hardware, & technology equipment	(331,835)		12,496	541,645
116	Construction in progress	(2,887,078)		(2,487,259)	(4,978,363)
117	Acquisition of land, easements and related costs	-		(129,038)	0
118	Sale of land and or equipment	1,556,403		-	0
119	Gain (Loss) on sale of land and equipment	37,022		7,452	12,705
120	Bond principal payments	(2,028,142)		(2,073,095)	(1,037,719)
121	Grant revenue & FEMA reimbursement	1,140,059		2,452,778	1,812,452
122	Capital contributions from developers	199,194		120,101	492,466
123	<b>Cash provided (used) by capital / financing activities</b>	<b>(2,314,377)</b>		<b>(2,096,565)</b>	<b>(3,156,815)</b>
124					
125	<b>Net increase (decrease) in cash and investments</b>	<b>3,294,522</b>		<b>1,296,556</b>	<b>3,187,186</b>
126	<b>This unaudited cash flow statement is subject to adjustments.</b>				
127	<b>The unaudited balance sheet on pages 13 &amp; 14 is subject to adjustments.</b>				

**OKEECHOBEE UTILITY AUTHORITY**  
**Statement of Net Assets**  
**May 31, 2023**

ASSETS

CURRENT ASSETS

Cash and cash equivalents		\$	4,324,893.39
Unrestricted assets:			
Investments			0.00
Interest receivable			0.00
Grants receivable			
Restricted assets:			
Cash and cash equivalents			6,379,827.42
Investments			2,000,000.00
Interest receivable			9,875.69
Receivables:			
Accounts receivable			1,245,177.54
less allowance for uncollectible accounts			-116,767.09
Inventories			632,816.77
Prepaid Expenses			194,359.76
Total current assets			14,670,183.48

NONCURRENT ASSETS

Capital assets:

Land			2,906,860.90
Utility plants, buildings and equipment			108,072,428.57
			110,979,289.47
Less accumulated depreciation			-53,251,360.63
			57,727,928.84
Construction in progress			10,273,013.93
Total capital assets			68,000,942.77

Other Assets:

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

Deferred Charges:

Deferred Pension Outflows - Actuarial and Prepaid			138,282.00
Deferred loss on bond refunding, net			370,006.68
Total Deferred charges:			508,288.68

Total noncurrent assets

70,413,338.45

TOTAL ASSETS

\$ 85,083,521.93

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

Accounts payable	\$	840,710.22
Accrued expenses		128,999.24
Due to other governments		57,187.81
Bonds payable (current)		1,063,534.27
Accrued compensated absences & bonus (current)		304,931.53
Payable from restricted assets		
Accrued interest		54,750.63
Customer Deposits		704,766.33
Total current liabilities		<u>3,154,880.03</u>

NONCURRENT LIABILITIES

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

TOTAL LIABILITIES

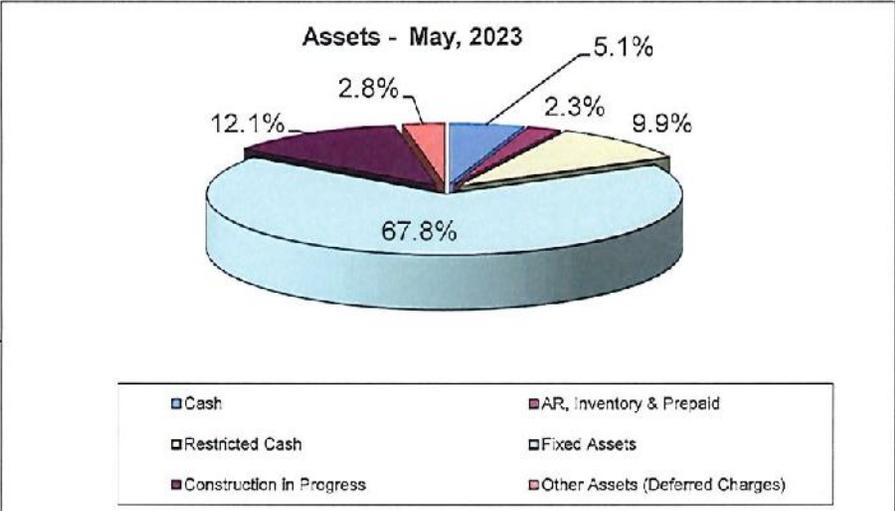
20,248,026.04

NET POSITION

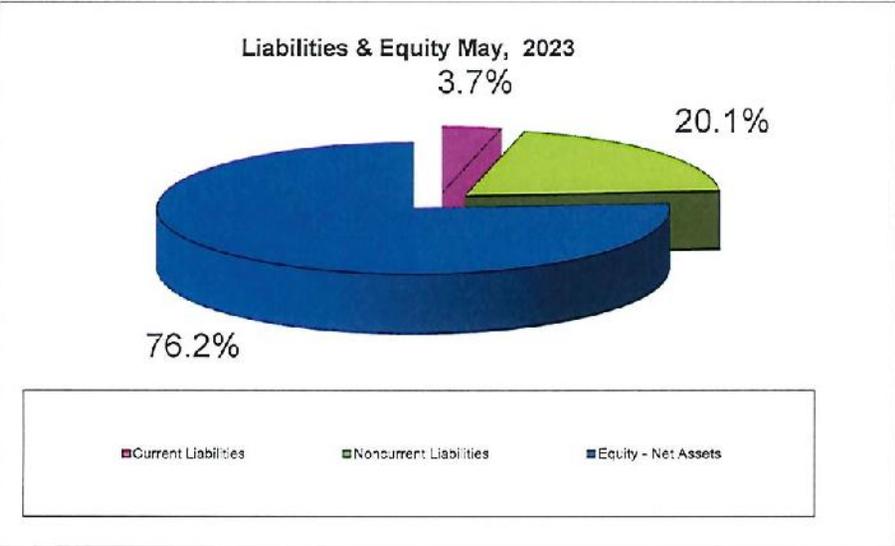
Invested in capital assets, net of related debt		44,731,657.00
Restricted for capital projects		2,361,411.00
Restricted for debt service		481,018.00
Restricted for Rate Stabilization		1,339,359.00
Restricted for Pension Benefits		1,904,107.00
Unrestricted		9,708,220.96
YTD Surplus of Revenue over Expenses		4,309,722.93
Total net position		<u>64,835,495.89</u>

TOTAL LIABILITIES AND NET POSITION

\$ 85,083,521.93



Cash	4,324,893	5.1%
AR, Inventory & Prepaid	1,955,587	2.3%
Restricted Cash	8,389,703	9.9%
Fixed Assets	57,727,929	67.8%
Construction in Progress	10,273,014	12.1%
Other Assets (Deferred Charges)	2,412,396	2.8%
<b>Total Assets</b>	<b>85,083,522</b>	



Current Liabilities	3,154,880	3.7%
Noncurrent Liabilities	17,093,146	20.1%
Equity - Net Assets	64,835,496	76.2%
<b>Total Liab &amp; Equity</b>	<b>85,083,522</b>	

**Okeechobee Utility Authority**  
**Detail of May 31, 2023 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	\$ 28,146	\$ 4,433	\$ 23,713
Private Fire Protection	\$ 61,602	59,781	1,821
Turn on/off Fees	\$ 34,240	39,720	(5,480)
Other Revenue-Water      A	\$ 10,216	9,952	264
Install Fees-Sewer	\$ 46,718	4,440	42,278
Kings Bay Sewer Maint. Fees	\$ 13,156	13,501	(345)
Other Revenue-Sewer      B	\$ 2,391	1,379	1,012
Penalties & Late Charges	\$ 75,884	83,079	(7,195)
Gain/Loss Sale of Assets      C	12,705	0	12,705
Ag Land Lease	\$ 3,505	2,343	1,162
Merchant & Misc. Revenue      D	\$ 163,095	84,625	78,470
Totals	<u>\$ 451,659</u>	<u>\$ 303,253</u>	<u>\$ 148,405</u>

- 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. 22

JUNE 20, 2023

### PRELIMINARY FY24 BUDGET

The Preliminary Budget for FY24 is hereby presented to the Board for discussion and review. It is staff intention, following the Board's review, to present the below proposed resolution at the August 2023 board meeting:

- Proposed Resolution for Rate Adjustments for FY24.
- Proposed Resolution for discount of Capital Connection Charge & Meter Installation Fee, should the board be so inclined.

Final budget, after accounting for all adjustment will be tabled at the September's Board Meeting for adoption October 1, 2023.

#### Revenues

To finance the increase in cost associated with:

- Recurring cost in salary and wages from the \$3/hr increase granted to staff in FY23 which was above the budgeted \$1/hr.
- Increase in general cost of goods and services.
- Help fund the increase in planned capital expenditures.

The budget assumes a rate increase of 5% to achieve a break-even at the end of financial year FY24.

The budgeted infill growth rate is 25 water and 12 sewer connections utilizing the 75% discount of capital connection and installation charges. The discount is scheduled to sunset 9/30/23. The attached spreadsheet shows a comparison of budget to actual utility connections by year.

If the discount is adjusted to 50%, 25% or no discount, then the approximate amount of revenue that may be budgeted for each option is shown in the following table. The 75% column is utilized in the proposed FY24 budget.

	75% discount	50% discount	25% discount	No discount
Water	\$17,425	\$34,850	\$52,275	\$69,700
Wastewater	\$16,716	\$33,432	\$50,148	\$66,864
Total	\$34,141	\$68,282	\$102,423	\$136,564

#### O&M Expenses

Total O & M increase over last year's budget is \$1,160,527 which represents a 13.06% adjustment. Although there were reductions in some areas, such as electricity and fuel, due to the relative stability being experienced compared to prior year's excessive price adjustments, the major area of increase in O & M in FY24 is in labor cost which reports a \$1,235,420 increase over previous year.

Factor's associated with an increase in labor cost includes:

- Recurring cost in salary and wages from the extra \$3/hr. increase granted to staff in FY23.
- Proposed 2.5% merit allowance in FY24.
- Adjustment in employee's health care cost.
- Proposed \$1/hr. increase in salary and wages.
- Pension cost of \$271,744.

Please note the following costs are not included in FY24 budget as no decision were made by the Board at the time of preparation of this document:

- Elimination of single shift.
- O & M associated with full operation of GWTP.
- Camera system at OUA's facilities.
- Wireless automated gates

Please see attached documents with detail listing of budget assumptions and estimates.

**Preliminary budget is provided for information purpose only, no action(s) required by the Board at this time.**

In developing the accompanying annual budget, the following significant assumptions and estimates have been used in the projection of operating revenues and expenses:

FY24 water and sewer utility revenue have been projected utilizing OUA's actual revenues for 10-1-22 to 5-31-23 and budgeted revenues for 06-01-23 to 9-30-23

Water and wastewater utility revenue includes the additional revenue from the projected customer infill growth of:

Proposed Rate Increase for Water Utility Revenue:

Proposed Rate Increase for Wastewater Utility Revenue:

In summary, total operating revenue as presented is greater than the previous years budgeted level by:

While the movement in prices during the preparation of the previous year's budget were excessive, the return to some form of normalcy has resulted in a reduction in the market outlook as shown in the percentage for FPL & Fuel.

Electric (FPL) Services:	\$	(35,750)
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Chemical Expenses:	\$	22,000
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Fuels, gasoline & diesel expense:	\$	(2,800)
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Total change of O&M Expenses, including labor	\$	1,083,350
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Labor related expenses reflect the following:

Total for Cost of Living Adjustment:	\$0
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Total cost for Employee Merit Increase:	\$97,506
---	----------

Total cost for Employee Bonus, including FICA	\$62,184
---	----------

Total cost for Employee Health Care:	\$805,200
--------------------------------------	-----------

Current Monthly Health Care Cost Per Employee	\$750
---	-------

FY24 Monthly Health Care Cost Per Employee	\$1,100
--	---------

Increase in Labor Cost for Employees by \$1.00/hr.	\$243,402
--	-----------

Annual Pension Contribution Budget & Rate from Actuaries	\$268,714
--	-----------

Total labor expense is higher (less) than the previous year budget by:

FY24
0.26%
5.0%
5.0%
7.6%
-5.40%
4.00%
-3.60%
12.19%
0.00%
2.50%
1.50%
46.7%
\$531,000
\$805,200
\$1.0/hour
9.10%
28.09%

Notes to the Budget Summary of Sources & Uses Funds Statement (Pages A4-A6)

Page	Line		
A-4	7	General Utility Operating Revenue <u>not including</u> incremental revenue from the FY10 & FY11 rate increases shown below:	\$ 11,767,790
A-4	46	Net Incremental Rate Revenue from both the FY10 and FY11 rate increases is shown separately under Other Sources of Funds and is projected to total:	\$ 548,387
		Total operating revenues are greater than the previous year's budgeted amount by: 7.6%	\$ 904,563
A-4	10	Total Operating Expenses is composed of five departmental totals as is shown in Expenditures Summary C-2 lines 6 through 26.	\$ 9,970,308
		Total operating expenses (including labor) as presented is higher than the previous years' budgeted amount by: 12.19%	\$1,083,350
A-4	13	Senior Debt Service consists Truist series 2020A, series 2020B and USDA Promissory Notes.	\$ 1,853,851
		See Tab K for the detail for each debt issue.	
A-4	33 & 34	The remaining capital connection revenue in the amount of: (1)	\$ 20,831
		is derived from 25 new water and 12 wastewater capital connection charges that are from projected in-fill.	
A-4	9	As presented, the Budget projects utilization of FY10 rate increase in the amount of:	\$ 550,100
A-4	26	Annual Junior Debt Service consists of the SRF #1 loan:	\$ 682,862
		See Tab K pages K-3 for the detail on each indebtedness.	

(1) Resolution 22 - 04 (dated Aug. 18, 2022) is for the period October 1, 2022 to September 2023. All discount will end unless action is taken by OUA Board.

Notes to the Budget Summary of Sources & Uses Funds Statement (Pages A4-A6)

Page	Line		
A-4	39	Total interest income revenue on restricted account balances has been projected based on current yields on qualified public funds accounts and with the expectation that these yield will likely will experience reduction during the proposed budget cycle.	\$ 183,981
A-4	40	Restricted revenues are credited to their respective fund balances during the fiscal year. They are detailed in the Other Sources of Funds section of the Budget Summary and for the fiscal year total:	\$ 299,818
A-4	21	As presented, the Budget Summary anticipates that the portion of the projected additional revenue derived from both the FY10 and FY11 rate increases that will be used for current year SRF Debt Service totals:	\$ 548,387
A-4	70	The remaining revenue may be transferred to the Rate Stabilization Fund:	\$ 42,082
A-4	64	As presented the Budget projects utilization of Operating Funds to adjust the Emergency Reserve Fund to its minimum requirement by adding/(subtracting) funds in the amount of:	\$ 50,064
A-5	101	Total Projected Fund Balances at October 1, 2023	\$ 7,835,895
		See worksheet in section O row 6 for a detailed analysis of the projected balances	
A-5	117	Projected Net Additions to Fund Balances From Transfers.	\$ 659,072
		This amount represents the expected transfers to the individual funds as further detailed in the worksheet in tab O.	
A-6	178	Proposed Capital Improvement Projects and Departmental Capital Expenditures total:	\$ 19,525,309
		Proposed capital expenditures are listed on A-6 (rows 123-154),and also on Tab D sheets D-1 and D-2 and Tab O	
		The proposed expenditures are not listed in any order of priority.	
A-6	198	Total Projected Fund Balances at September 30, 2024	\$ 3,740,231
		See worksheet in Tab O for a detailed analysis of the projected balances	

FY24 water and sewer utility revenue have been projected utilizing actual revenues for 10-1-22 to 05-31-23 and budgeted revenues for 06-01-23 to 09-30-23

Page	Line		
B-2	8 to 11	Grand Total Operating Revenue is composed of four classifications of operating income shown in Revenue Summary tab B2 lines 8 through 11.	12,866,277
B-3	18	Total Water Utility Revenue	7,845,639
B-3	15	Total water utility revenue above includes the ongoing effect from the FY10 rate increase with projected <b>incremental</b> water utility revenue totaling:	418,631
B-3	16	Also, total water utility revenue includes the ongoing effect from the FY11 rate increase with projected <b>incremental</b> water utility revenue totaling:	258,853
B-3	29	Total Sewer Utility Revenue	4,800,978
B-3	26	Total sewer utility revenue above includes the ongoing effect from the FY10 rate increase with projected <b>incremental</b> sewer utility revenue totaling:	260,146
B-3	27	Also, total sewer utility revenue includes the ongoing effect from the FY11 rate increase with projected <b>incremental</b> sewer utility revenue totaling:	160,857
B-3	31	Penalties & Late Charges	77,732
B-3	34	Miscellaneous	138,422
B-4	63	Total Capital Connection Charges	20,831
		As previously noted on Page A, the growth rate in new capital connections from in-fill is projected at approximately:	0.26%

Notes to Operating Expense Summary:

Page      Line

C-2	26	Total Departmental Operating Expense:	\$9,970,308
		Total Operating expense (including labor) as presented is higher than the previous years budgeted amount by:      \$ 1,083,350	12.19%
C-4 to C-17		In the detailed expense listing shown on pages C-4 through C-17, most expense classifications have been assigned a budgetary value based on either a specific contract amount or an analysis of the year-to-date operating expenses. However, several selected O&M expense classifications in each department have been historically subject to market fluctuations.	
C10 to C12		Full operating cost for GWTP not included as no decision was made at the time of preparation whether the GWTP will be brought on-line. Estimated cost	\$540,891
A-1	27	Electric (FPL) expenses are assigned a specific budgetary value or an adjusted amount based on a projected rate increase of:	-5.40%
A-1	29	Chemicals are assigned a specific budgetary value and a percent change based on supplier's price adjustments ('21-'22):	4.00%
A-1	31	Fuel, gas, diesel & general petroleum based commodities have been assigned a specific budgetary value and a percent change based on inflation estimates:	-3.60%

Notes to Labor Costs

Page Line

L-2	Z 150	Total Budgeted Labor costs as presented:	\$5,240,886
		The above amount includes labor costs for all positions expected to be utilized in fiscal year.	
		A Cost of Living Allowance has been included in the accompanying Budget totaling:	\$0
		A 2.5% Merit increase has been included in the accompanying Budget totaling:	\$97,506
		A 1.5% Bonus has been included in the accompanying Budget totaling:	\$62,184
		The Health Care Cost per employee per month to OUA has been included in the accompanying Budget totaling:	\$805,200
		Increase in Labor Cost for Employees by \$1.00/hr.	\$243,402
		Total change in Budgeted Labor cost vs. previous year's budget.	1,158,243
		Pension Contribution for the year total:	\$268,714

		Additional Consideration for FY24	
		Cost to eliminating single shift not included in budget. To eliminate single shift at all three plants requires 10 additional employees.	\$650,710
		If GWTP is brought on-line, labor cost without single shift	\$397,626
		O & M cost if GWTP is brought into full operation.	\$215,875

# OKEECHOBEE UTILITY AUTHORITY

## AGENDA ITEM NO. 23

JUNE 20, 2023

### THREE YEARS BUDGET VS ACTUAL ANALYSIS

In compliance of Florida Statute 189.016 subsection 3, and previously applicable statutes, the Authority has consistently adopted a budget by resolution for each fiscal year, which commences on the 1<sup>st</sup> October of each financial year and expires on the 30<sup>th</sup> September of the following year.

Subsequent to the expiration of each financial year, an independent auditor would review the Authority's financial statements with the objective of providing an opinion as to the accuracy and completeness of the financial statements prepared and presented by the Authority. Included in the Auditor's report of review is a statement of Budget Schedule which provides a detail analysis of the Authority revised budget compare to the audited results.

During the board meeting of May 16, 2023 and discussions of the Finance Report, the staff of OUA was asked to prepare a report detailing budgeted figures compare with actual result for both the Income Statement and Capital Expenditure items. Given that the initial request is already undertaken and reported annually by the Auditors, the report of budgeted revenue and O & M expenses are a consolidation of the last three audited reports, while the capital expenditure comparison (budgeted vs. actual) were extracted from internal records.

#### Summary Review – Three years Budget vs. Actual – Income Statement.

On the attached page, a summary overview of each year's budgeted result is compared with the achieved variance (audited).

The summary shows the intended budgeted results (surplus/deficit) compared with actual results and the variance reporting the difference between budget compared with actual.

The total variance achieved is further separated between the amount attributable to revenue and overhead.

**Budgeted Surplus/Deficit vs. Actual Results over three Years**

Description	Budget	Actual	Variance (\$)	Budget	Actual	Variance (\$)	Budget	Actual	Variance (\$)
	09/30/2020	09/30/2020		09/30/2021	09/30/2021		09/30/2022	09/30/2022	
Surplus/(Deficit)	<u>(183,140.00)</u>	<u>834,597.78</u>	<u>1,017,737.78</u>	<u>(132,054)</u>	<u>2,471,377.23</u>	<u>2,603,431.23</u>	<u>275,046.00</u>	<u>1,605,206.38</u>	<u>1,330,160.38</u>
Variance Achievement - Revenue			94,589.23			609,108.53			714,761.63
Variance Achievement - Expenditure			<u>923,148.55</u>			<u>1,994,322.70</u>			<u>615,398.75</u>
			<u>1,017,737.78</u>			<u>2,603,431.23</u>			<u>1,330,160.38</u>

Description	Adjusted Budget	Actual	Variance (\$)	%	Adjusted Budget	Actual	Variance (\$)	%	Adjusted Budget	Actual	Variance (\$)	%
	09/30/2020	09/30/2020			09/30/2021	09/30/2021			09/30/2022	09/30/2022		
<b>Revenue</b>												
Water Charges for Services	6,435,186	6,500,584	65,398	1.0%	6,643,139	6,949,977	306,838	4.6%	6,938,753	7,285,292	346,539	5.0%
Wastewater Charges for Services	3,891,799	3,856,065	(35,734)	-0.9%	4,033,985	4,105,049	71,064	1.8%	4,161,360	4,306,134	144,774	3.5%
Penalties and Late Charges	110,750	82,542	(28,208)	-25.5%	117,408	121,010	3,602	3.1%	128,863	124,598	(4,265)	-3.3%
Miscellaneous	48,624	89,849	41,225	84.8%	67,910	80,222	12,312	18.1%	42,324	129,026	86,702	204.9%
	<u>10,486,359</u>	<u>10,529,039</u>	<u>42,680</u>	<u>0.4%</u>	<u>10,862,442</u>	<u>11,256,258</u>	<u>393,816</u>	<u>3.6%</u>	<u>11,271,300</u>	<u>11,845,049</u>	<u>573,749</u>	<u>5.1%</u>
Water Capital Connection Fees	9,450	22,322	12,872	136.2%	9,650	83,437	73,787	764.6%	10,425	61,737	51,312	492.2%
Waste Water Capital Connection Fees	158,866	141,601	(17,265)	-10.9%	9,000	146,781	137,781	1530.9%	9,720	60,585	50,865	523.3%
Interest Revenue	143,019	157,694	14,675	10.3%	44,189	47,913	3,724	8.4%	35,641	29,490	(6,151)	-17.3%
Operating Grants	0	41,628	41,628		0	0	0		0	44,987	44,987	
	<u>311,335</u>	<u>363,244</u>	<u>51,909</u>	<u>16.7%</u>	<u>62,839</u>	<u>278,132</u>	<u>215,293</u>	<u>342.6%</u>	<u>55,786</u>	<u>196,798</u>	<u>141,012</u>	<u>252.8%</u>
<b>Total Revenue</b>	<b>10,797,694.00</b>	<b>10,892,283.23</b>	<b>94,589.23</b>	<b>0.9%</b>	<b>10,925,281.00</b>	<b>11,534,389.53</b>	<b>609,108.53</b>	<b>5.6%</b>	<b>11,327,086</b>	<b>12,041,848</b>	<b>714,762</b>	<b>6.3%</b>
<b>Expenses</b>												
Admin.	2,280,554	2,079,686	200,868	8.8%	2,361,199	1,593,219	767,980	32.5%	2,424,264	1,970,905	453,359	18.7%
Maintenance	2,313,546	1,972,101	341,445	14.8%	2,417,584	1,884,663	532,921		2,449,593	2,286,342	163,251	6.7%
Water	1,678,105	1,368,923	309,182	18.4%	1,643,836	1,327,974	315,862	19.2%	1,692,085	1,586,181	105,904	6.3%
Wastewater	1,139,421	1,007,381	132,040	11.6%	1,294,522	895,604	398,918	30.8%	1,139,102	1,162,259	(23,157)	-2.0%
Meter	263,734	214,529	49,205	18.7%	263,827	207,588	56,239	21.3%	277,541	270,156	7,385	2.7%
Depreciation	2,682,200	2,746,474	(64,274)	-2.4%	2,682,200	2,630,852	51,348	1.9%	2,712,600	2,688,584	24,016	0.9%
Interest Expense	485,824	613,092	(127,268)	-26.2%	394,167	523,113	(128,946)	-32.7%	356,855	472,215	(115,360)	-32.3%
2020A & 2020B Debt Issuance Cost	137,450	55,500	81,950	59.6%	0	0	0		0	0	0	
	<u>10,980,834</u>	<u>10,057,685</u>	<u>923,149</u>	<u>8.4%</u>	<u>11,057,335</u>	<u>9,063,012</u>	<u>1,994,323</u>	<u>18.0%</u>	<u>11,052,040</u>	<u>10,436,641</u>	<u>615,399</u>	<u>5.6%</u>
<b>Total Expenses</b>	<b>10,980,834</b>	<b>10,057,685</b>	<b>923,149</b>	<b>8.4%</b>	<b>11,057,335</b>	<b>9,063,012</b>	<b>1,994,323</b>	<b>18.0%</b>	<b>11,052,040</b>	<b>10,436,641</b>	<b>615,399</b>	<b>5.6%</b>
<b>Net Position - Surplus/(Deficit)</b>	<b>(183,140)</b>	<b>834,598</b>	<b>1,017,738</b>		<b>(132,054)</b>	<b>2,471,377</b>	<b>2,603,431</b>		<b>275,046</b>	<b>1,605,206</b>	<b>1,330,160</b>	

For the FY2020, the budget targeted a deficit of (\$183,140), however, the year-end results generated a favorable variance of \$1,017,738 which was achieved from \$94,589 favorable variance in the operation's revenue and saving of \$923,149 in overhead expenses.

The trend continues in FY21 and FY22 where annual favorable variance of \$2,603,431 and \$1,330,160 were respectively compared with budgeted deficit of (\$132,054) in FY21 and budgeted surplus of \$275,046 in FY22. Similar to FY20, total variance achieved is allocated between variance achieved on revenue compare to expenditures.

Regarding total overheads, a summary by department is shown to assistance in determining the allocation of total expense variance by department.

A detail analysis is further provided by line item in subsequent departmental sheets.

Summary Review of three Years Capital Expenditure

	<b>2020</b> <b>(\$)</b>	<b>2021</b> <b>(\$)</b>	<b>2022</b> <b>(\$)</b>
Budget	838,750	946,060	1,287,600
Actual Cap. Spent	<u>229,055</u>	<u>343,613</u>	<u>55,999</u>
Unused Budget	<b>609,695</b>	<b>602,447</b>	<b>1,231,601</b>

The table above shows a tabular presentation of OUA's utilization of its capital budget over the last three years. Please note the following:

1. Unlike operating expenses which are generally not carried forward, unspent budget are renewed (repeated) in the subsequent year. For example, administration budget of \$750,000 for Water Master Plan, Wastewater Master Plan and administration office renovations totaling \$700,000 were carried forward. See support sheet (Admin) for detail.

**The above is provided for information purposes only, no Board decision is required.**

**Budgeted Surplus/Deficit vs. Actual Results over three Years**

Description	Budget 09/30/2020	Actual 09/30/2020	Variance (\$)	Budget 09/30/2021	Actual 09/30/2021	Variance (\$)	Budget 09/30/2022	Actual 09/30/2022	Variance (\$)
Surplus/(Deficit)	<u>(183,140.00)</u>	<u>834,597.78</u>	<u>1,017,737.78</u>	<u>(132,054)</u>	<u>2,471,377.23</u>	<u>2,603,431.23</u>	<u>275,046.00</u>	<u>1,605,206.38</u>	<u>1,330,160.38</u>
Variance Achievement - Revenue			94,589.23			609,108.53			714,761.63
Variance Achievement - Expenditure			<u>923,148.55</u>			<u>1,994,322.70</u>			<u>615,398.75</u>
			<u>1,017,737.78</u>			<u>2,603,431.23</u>			<u>1,330,160.38</u>

Description	Adjusted Budget 09/30/2020				Adjusted Budget 09/30/2021				Adjusted Budget 09/30/2022			
	Actual 09/30/2020	Variance (\$)	%		Actual 09/30/2021	Variance (\$)	%		Actual 09/30/2022	Variance (\$)	%	
<b>Revenue</b>												
Water Charges for Services	6,435,186	65,398	1.0%		6,643,139	306,838	4.6%		6,938,753	346,539	5.0%	
Wastewater Charges for Services	3,891,799	(35,734)	-0.9%		4,033,985	71,064	1.8%		4,161,360	144,774	3.5%	
Penalties and Late Charges	110,750	(28,208)	-25.5%		117,408	3,602	3.1%		128,863	(4,265)	-3.3%	
Miscellaneous	48,624	41,225	84.8%		67,910	12,312	18.1%		42,324	(86,702)	204.9%	
	<u>10,486,359</u>	<u>42,680</u>	<u>0.4%</u>		<u>10,862,442</u>	<u>393,816</u>	<u>3.6%</u>		<u>11,271,300</u>	<u>573,749</u>	<u>5.1%</u>	
Water Capital Connection Fees	9,450	12,872	136.2%		9,650	73,787	764.6%		10,425	51,312	492.2%	
Waste Water Capital Connection Fees	158,866	(17,265)	-10.9%		9,000	137,781	1530.9%		9,720	50,865	523.3%	
Interest Revenue	143,019	14,675	10.3%		44,189	3,724	8.4%		35,641	(6,151)	-17.3%	
Operating Grants	0	41,628			0	0			0	44,987		
	<u>311,335</u>	<u>51,909</u>	<u>16.7%</u>		<u>62,839</u>	<u>215,293</u>	<u>342.6%</u>		<u>55,786</u>	<u>141,012</u>	<u>252.8%</u>	
<b>Total Revenue</b>	<u>10,797,694.00</u>	<u>94,589.23</u>	<u>0.9%</u>		<u>10,925,281.00</u>	<u>609,108.53</u>	<u>5.6%</u>		<u>11,327,086</u>	<u>714,762</u>	<u>6.3%</u>	
<b>Expenses</b>												
Admin.	2,280,554	200,868	8.8%		2,361,199	767,980	32.5%		2,424,264	453,359	18.7%	
Maintenance	2,313,546	341,445	14.8%		2,417,584	532,921			2,449,593	163,251	6.7%	
Water	1,678,105	309,182	18.4%		1,643,836	315,862	19.2%		1,692,085	105,904	6.3%	
Wastewater	1,139,421	132,040	11.6%		1,294,522	398,918	30.8%		1,139,102	(23,157)	-2.0%	
Meter	263,734	49,205	18.7%		263,827	56,239	21.3%		277,541	7,385	2.7%	
Depreciation	2,682,200	(64,274)	-2.4%		2,682,200	51,348	1.9%		2,712,600	24,016	0.9%	
Interest Expense	485,824	(127,268)	-26.2%		394,167	(128,946)	-32.7%		356,855	(115,360)	-32.3%	
2020A & 2020B Debt Issuance Cost	137,450	81,950	59.6%		0	0		0	0	0		
	<u>10,980,834</u>	<u>923,149</u>	<u>8.4%</u>		<u>11,057,335</u>	<u>1,994,323</u>	<u>18.0%</u>		<u>11,052,040</u>	<u>615,399</u>	<u>5.6%</u>	
<b>Net Position</b>	<u>(183,140)</u>	<u>834,598</u>	<u>1,017,738</u>		<u>(132,054)</u>	<u>2,471,377</u>	<u>2,603,431</u>		<u>275,046</u>	<u>1,605,206</u>	<u>1,330,160</u>	

Account	Description	Adjusted Budget			Adjusted Budget			Adjusted Budget		
		09/30/2020	Actual 09/30/2020	Variance (\$)	09/30/2021	Actual 09/30/2021	Variance (\$)	09/30/2022	Actual 09/30/2022	Variance (\$)
<b>Operating Revenue</b>										
<u>Water Charges for Services</u>										
2-343-3000-000	Water Utility Revenue	6,182,718.00	6,231,108.89	48,390.89	6,395,074.00	6,612,226.30	217,152.30	6,661,531.00	6,978,691.23	317,160.23
2-343-3000-001	Water AGRC	6,250.00	20,453.49	14,203.49	6,250.00	46,581.08	40,331.08	0.00	0.00	-
2-343-3000-002	Water GRC	25,216.00	19,822.93	(5,393.07)	17,480.00	21,742.31	4,262.31	21,912.00	23,527.49	1,615.49
2-343-3010-000	Install Fees Water	6,250.00	21,403.09	15,153.09	6,375.00	24,382.32	18,007.32	6,625.00	28,650.53	22,025.53
2-343-3040-000	Private Fire Protection	68,166.00	70,411.07	2,245.07	70,685.00	80,735.88	10,050.88	81,189.00	86,917.75	5,728.75
2-343-3050-000	Turn On Turn Off Fees	48,854.00	39,714.00	(9,140.00)	47,606.00	61,788.89	14,182.89	63,551.00	58,049.90	(5,501.10)
2-343-3060-000	Fire Hydrant Assessment	83,996.00	85,214.96	1,218.96	85,134.00	87,727.87	2,593.87	87,240.00	94,631.93	7,391.93
2-343-3090-000	Other Revenue Water	13,736.00	12,455.50	(1,280.50)	14,535.00	14,792.00	257.00	16,705.00	14,822.86	(1,882.14)
		<u>6,435,186.00</u>	<u>6,500,583.93</u>	<u>65,397.93</u>	<u>6,643,139.00</u>	<u>6,949,976.65</u>	<u>306,837.65</u>	<u>6,938,753.00</u>	<u>7,285,291.69</u>	<u>346,538.69</u>
<u>Wastewater Charges for Services</u>										
2-343-5000-000	Sewer Utility Revenue	3,849,497.00	3,796,507.42	(52,989.58)	3,994,183.00	4,008,935.98	14,752.98	4,126,008.00	4,267,447.96	141,439.96
2-343-5000-001	Sewer AGRC Revenue	6,000.00	27,224.44	21,224.44	6,000.00	62,530.60	56,530.60	0.00	0.00	-
2-343-5000-002	Sewer GRC	8,114.00	11,719.25	3,605.25	14,646.00	14,973.04	327.04	15,705.00	10,251.55	(5,453.45)
2-343-5010-000	Install Fees Sewer	6,000.00	7,970.34	1,970.34	6,120.00	5,738.00	(382.00)	6,360.00	6,987.00	627.00
2-343-5020-000	KB Sewer Maintenance Fee	11,612.00	10,950.14	(661.86)	11,022.00	10,583.20	(438.80)	10,840.00	19,557.42	8,717.42
2-343-5090-000	Other Revenue Sewer	10,576.00	1,693.00	(8,883.00)	2,014.00	2,288.00	274.00	2,447.00	1,890.00	(557.00)
		<u>3,891,799.00</u>	<u>3,856,064.59</u>	<u>(35,734.41)</u>	<u>4,033,985.00</u>	<u>4,105,048.82</u>	<u>71,063.82</u>	<u>4,161,360.00</u>	<u>4,306,133.93</u>	<u>144,773.93</u>
<u>Penalties and Late Charges</u>										
2-343-6000-100	Penalties and Late Charges	110,750.00	82,541.62	(28,208.38)	117,408.00	121,010.48	3,602.48	128,863.00	124,597.77	(4,265.23)
		<u>110,750.00</u>	<u>82,541.62</u>	<u>(28,208.38)</u>	<u>117,408.00</u>	<u>121,010.48</u>	<u>3,602.48</u>	<u>128,863.00</u>	<u>124,597.77</u>	<u>(4,265.23)</u>
<u>Miscellaneous</u>										
2-362-0050-000	Ag Land Lease	0.00	2,508.00	2,508.00	0.00	2,508.00	2,508.00	0.00	3,515.00	3,515.00
2-364-0000-000	Gain/Loss Sale of Fixed Asset	0.00	2,310.30	2,310.30	28,580.00	29,762.67	1,182.67	0.00	0.00	-
2-365-0000-000	Sale of Surplus Material/Scrap	0.00	0.00	0.00	0.00	7,259.15	7,259.15	0.00	7,452.30	7,452.30
2-369-0000-000	Miscellaneous Revenue	48,624.00	85,030.56	36,406.56	39,330.00	40,692.10	1,362.10	42,324.00	66,178.52	23,854.52
2-369-1001-000	Merchant Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	51,880.00	51,880.00
		<u>48,624.00</u>	<u>89,848.86</u>	<u>41,224.86</u>	<u>67,910.00</u>	<u>80,221.92</u>	<u>12,311.92</u>	<u>42,324.00</u>	<u>129,025.82</u>	<u>86,701.82</u>
		<u><b>10,486,359.00</b></u>	<u><b>10,529,039.00</b></u>	<u><b>42,680.00</b></u>	<u><b>10,862,442.00</b></u>	<u><b>11,256,257.87</b></u>	<u><b>393,815.87</b></u>	<u><b>11,271,300.00</b></u>	<u><b>11,845,049.21</b></u>	<u><b>573,749.21</b></u>
				<b>0.4%</b>			<b>3.6%</b>			<b>5.1%</b>

Account	Description	Adjusted Budget			Adjusted Budget			Adjusted Budget		
		09/30/2020	Actual 09/30/2020	Variance (\$)	09/30/2021	Actual 09/30/2021	Variance (\$)	09/30/2022	Actual 09/30/2022	Variance (\$)
	<u>Water Capital Connection Fees</u>									
2-369-1050-000	Correction of CC Water	0.00	355.15	355.15	0.00	0.00	0.00	0.00	20.56	20.56
2-389-8002-000	CC Water	9,450.00	21,966.40	12,516.40	9,650.00	83,437.00	73,787.00	10,425.00	61,716.00	51,291.00
		9,450.00	22,321.55	12,871.55	9,650.00	83,437.00	73,787.00	10,425.00	61,736.56	51,311.56
	<u>Waste Water Capital Connection Fees</u>									
2-389-8003-000	CC Wastewater	158,866.00	141,601.03	(17,264.97)	9,000.00	146,781.20	137,781.20	9,720.00	60,585.00	50,865.00
2-399-1003-200	CC WWTP Exp	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-
		158,866.00	141,601.03	(17,264.97)	9,000.00	146,781.20	137,781.20	9,720.00	60,585.00	50,865.00
	<u>Interest Revenue</u>									
2-389-1003-000	Interest Operating	76,804.00	61,146.07	(15,657.93)	25,523.00	26,212.20	689.20	19,619.00	16,688.36	(2,930.64)
2-389-1003-100	Interest MMA	0.00	6,134.07	6,134.07	0.00	0.00	0.00	0.00	0.00	-
2-389-1004-000	Interest Payroll	394.00	430.44	36.44	472.00	607.42	135.42	542.00	413.47	(128.53)
2-389-1006-000	Interest Debt Svc Acct	0.00	10,369.64	10,369.64	4,739.00	3,837.53	(901.47)	2,025.00	3,004.45	979.45
2-389-1008-130	Interest CC WWTP Exp	0.00	41,268.95	41,268.95	0.00	0.00	0.00	0.00	0.00	-
2-389-1008-160	Interest RR&I Required	10,000.00	8,886.98	(1,113.02)	2,340.00	3,376.83	1,036.83	2,340.00	2,172.87	(167.13)
2-389-1008-200	Interest Emer Reserve 30 Day	12,400.00	10,035.67	(2,364.33)	2,790.00	4,110.58	1,320.58	2,790.00	2,456.35	(333.65)
2-389-1008-210	Interest Op Reserve 90 Day	26,650.00	19,422.21	(7,227.79)	8,325.00	9,768.90	1,443.90	8,325.00	4,754.37	(3,570.63)
2-389-1008-220	Interest Rate Stabilization	16,771.00	0.00	(16,771.00)	0.00	0.00	0.00	0.00	0.00	-
		143,019.00	157,694.03	14,675.03	44,189.00	47,913.46	3,724.46	35,641.00	29,489.87	(6,151.13)
	<u>Operating Grants</u>									
2-389-3015-000	FEMA Reimbursement	0.00	41,627.62	41,627.62	0.00	0.00	0.00	0.00	44,986.99	44,986.99
		0.00	41,627.62	41,627.62	0.00	0.00	0.00	0.00	44,986.99	44,986.99
		<u>311,335.00</u>	<u>363,244.23</u>	<u>51,909.23</u>	<u>62,839.00</u>	<u>278,131.66</u>	<u>215,292.66</u>	<u>55,786.00</u>	<u>196,798.42</u>	<u>141,012.42</u>
				16.7%			342.6%			252.8%



Account	Description	Adjusted Budget			Adjusted Budget			Adjusted Budget		
		09/30/2020	Actual 09/30/2020	Variance (\$)	09/30/2021	Actual 09/30/2021	Variance (\$)	09/30/2022	Actual 09/30/2022	Variance (\$)
3-513-4100-101	Com Serv - Comcast Admin	7,500.00	4,233.16	3,266.84	7,500.00	4,395.30	3,104.70	6,000.00	5,720.78	279.22
3-513-4100-102	Com Service - Cellular	1,000.00	645.38	354.62	1,000.00	567.53	432.47	1,000.00	637.55	362.45
3-513-4100-104	Com Serv - Reimbursements Adm	1,500.00	1,248.00	252.00	1,500.00	1,296.00	204.00	1,500.00	1,248.00	252.00
3-513-4100-106	SLERS Radio Service Fee	750.00	648.00	102.00	750.00	753.00	(3.00)	850.00	648.00	202.00
3-513-4100-108	SLERS R&M - Admin	0.00	463.36	(463.36)	500.00	1,653.37	(1,153.37)	0.00	1,624.35	(1,624.35)
3-513-4200-100	Postage and Transportation	45,000.00	46,982.42	(1,982.42)	45,000.00	44,383.37	616.63	45,000.00	47,477.35	(2,477.35)
3-513-4300-100	Utilities Admin	7,500.00	7,070.81	429.19	7,500.00	6,918.45	581.55	7,725.00	7,963.23	(238.23)
3-513-4301-100	Utilities Waste Management	1,400.00	1,137.48	262.52	1,500.00	1,143.12	356.88	1,750.00	1,143.36	606.64
3-513-4400-101	Postage Machine - Lease	1,100.00	846.72	253.28	1,100.00	846.72	253.28	1,100.00	846.72	253.28
3-513-4400-102	Copier Charges	6,000.00	5,602.26	397.74	6,000.00	2,190.05	3,809.95	5,000.00	4,012.02	987.98
3-513-4500-200	Insurance	330,000.00	327,173.00	2,827.00	335,000.00	326,671.00	8,329.00	398,000.00	336,358.00	61,642.00
3-513-4500-201	Insurance - Pollution Policy	14,944.00	12,845.99	2,098.01	14,944.00	12,777.00	2,167.00	12,777.00	12,777.00	-
3-513-4500-202	Insurance - Storage Tank Pol	2,000.00	1,644.00	356.00	1,644.00	1,656.00	(12.00)	2,000.00	1,242.00	758.00
3-513-4600-100	R&M Vehicles Admin	1,500.00	448.84	1,051.16	1,500.00	109.59	1,390.41	1,500.00	315.42	1,184.58
3-513-4609-100	R&M Building Admin	10,000.00	2,581.25	7,418.75	25,000.00	1,878.22	23,121.78	25,000.00	3,491.42	21,508.58
3-513-4611-100	R&M Equipment Admin	1,250.00	210.00	1,040.00	1,250.00	428.98	821.02	1,250.00	0.00	1,250.00
3-513-4612-100	R&M Computer Equipment Adm	1,500.00	393.75	1,106.25	1,500.00	1,780.90	(280.90)	1,500.00	4,094.65	(2,594.65)
3-513-4613-100	R&M Computer Software Admin	35,000.00	33,421.24	1,578.76	35,000.00	37,045.71	(2,045.71)	36,796.00	42,765.37	(5,969.37)
3-513-4613-101	Comp Sys and Software Upgrades	12,500.00	1,500.94	10,999.06	12,500.00	49.95	12,450.05	7,500.00	7,280.00	220.00
3-513-4613-102	IT Out Source Services	9,000.00	10,200.00	(1,200.00)	9,000.00	10,200.00	(1,200.00)	10,800.00	10,800.00	-
3-513-4615-100	Lawn Maintenance Admin	750.00	555.00	195.00	750.00	555.00	195.00	750.00	555.00	195.00
3-513-4675-100	Shrinkage Expense	0.00	6,166.43	(6,166.43)	0.00	525.52	(525.52)	0.00	5,342.95	(5,342.95)
3-513-4700-200	Printing and Binding Admin	20,000.00	17,507.50	2,492.50	20,000.00	17,665.24	2,334.76	17,500.00	21,438.32	(3,938.32)
3-513-4901-100	Education Admin	9,000.00	1,423.15	7,576.85	5,000.00	556.80	4,443.20	3,500.00	510.00	2,990.00
3-513-4902-200	Advertising Admin	4,000.00	4,539.94	(539.94)	4,000.00	4,383.34	(383.34)	3,500.00	8,799.30	(5,299.30)
3-513-4902-201	Website and Website Hosting	2,000.00	338.87	1,661.13	2,000.00	359.76	1,640.24	1,500.00	191.88	1,308.12
3-513-4905-200	Bad Debt Expense	42,500.00	140,000.00	(97,500.00)	10,000.00	0.00	10,000.00	30,000.00	(63,203.88)	93,203.88
3-513-4905-201	Collection Agency Expense	0.00	1,190.69	(1,190.69)	750.00	0.00	750.00	0.00	0.00	-
3-513-4908-100	Hurricane Expenditures	120,994.00	136,065.39	(15,071.39)	0.00	9,956.00	(9,956.00)	0.00	9,863.13	(9,863.13)
3-513-4909-100	Miscellaneous Admin	15,500.00	19,306.76	(3,806.76)	23,000.00	(24,073.92)	47,073.92	24,000.00	9,124.66	14,875.34
3-513-5100-100	Office Supplies Admin	8,500.00	6,234.97	2,265.03	8,500.00	6,326.45	2,173.55	7,500.00	7,379.86	120.14
3-513-5100-101	Office Equipment	3,350.00	1,292.85	2,057.15	3,350.00	4,163.30	(813.30)	4,200.00	1,493.29	2,706.71
3-513-5201-100	Fuel Gas & Diesel - Vehicles	2,160.00	323.71	1,836.29	2,160.00	1,049.44	1,110.56	1,632.00	1,027.79	604.21
3-513-5203-100	Uniforms Admin	1,500.00	928.32	571.68	1,500.00	744.62	755.38	1,500.00	1,045.70	454.30
3-513-5207-100	Tools Admin	250.00	55.20	194.80	250.00	3.47	246.53	250.00	0.00	250.00
3-513-5208-100	Supplies Admin	2,500.00	2,310.21	189.79	10,000.00	2,046.11	7,953.89	7,500.00	2,626.06	4,873.94
3-513-5208-101	Covid-19 Exp	0.00	0.00	0.00	2,000.00	626.77	1,373.23	7,500.00	0.00	7,500.00
3-513-5215-100	Safety Supplies	1,750.00	4,548.07	(2,798.07)	1,750.00	441.50	1,308.50	1,750.00	446.44	1,303.56
3-513-5400-100	Books, Dues and Publications	10,000.00	8,169.50	1,830.50	10,000.00	4,806.38	5,193.62	10,000.00	5,016.25	4,983.75
3-513-6400-100	Capital Outlay Admin	0.00	0.00	0.00	27,500.00	5,638.02	21,861.98	15,500.00	0.00	15,500.00
3-513-9000-200	Contingencies	68,805.00	0.00	68,805.00	227,507.00	2,287.75	225,219.25	150,000.00	0.00	150,000.00
		1,145,004.00	1,067,076.87	77,927.13	1,223,556.00	733,764.48	489,791.52	1,175,631.00	843,000.16	332,630.84
		<b>2,280,554.00</b>	<b>2,079,685.89</b>	<b>200,868.11</b>	<b>2,361,199.00</b>	<b>1,593,218.90</b>	<b>767,980.10</b>	<b>2,424,264.00</b>	<b>1,970,905.16</b>	<b>453,358.84</b>
				<b>8.8%</b>			<b>32.5%</b>			<b>18.7%</b>

Account	Description	Adjusted Budget			Adjusted Budget			Adjusted Budget		
		09/30/2020	Actual 09/30/2020	Variance (\$)	09/30/2021	Actual 09/30/2021	Variance (\$)	09/30/2022	Actual 09/30/2022	Variance (\$)
	<b>Maintenance - Labor</b>									
4-536-1101-100	Supervisor Salaries Maint	73,779.00	73,923.12	(144.12)	74,662.00	77,544.04	(2,882.04)	77,480.00	77,480.07	(0.07)
4-536-1200-100	Regular Salaries Maint	745,537.00	641,021.10	104,515.90	737,192.00	679,001.84	58,190.16	780,853.00	721,163.89	59,689.11
4-536-1201-100	Non Pension Maint	63,091.00	63,039.30	51.70	64,866.00	66,159.32	(1,293.32)	68,609.00	64,863.12	3,745.88
4-536-1201-101	On Call Maint	12,588.00	9,163.70	3,424.30	12,221.00	9,458.51	2,762.49	12,561.00	10,106.40	2,454.60
4-536-1202-100	Bonus Pay Maintenance	13,285.00	12,299.34	985.66	16,791.00	16,958.25	(167.25)	13,107.00	40,037.70	(26,930.70)
4-536-1300-100	Accrued Payout	16,548.00	5,659.26	10,888.74	16,668.00	6,775.09	9,892.91	15,426.00	10,458.04	4,967.96
4-536-1400-100	Overtime Maint	42,444.00	33,589.74	8,854.26	42,032.00	51,821.98	(9,789.98)	41,412.00	42,494.23	(1,082.23)
4-536-1600-100	Accrued Wages and FICA Maint	0.00	5,154.12	(5,154.12)	0.00	(29,543.45)	29,543.45	0.00	5,435.32	(5,435.32)
4-536-1610-100	Accrued Benefits and FICA Main	0.00	8,474.97	(8,474.97)	0.00	5,371.15	(5,371.15)	0.00	(2,218.37)	2,218.37
4-536-2100-100	FICA Maint	73,996.00	60,358.56	13,637.44	73,779.00	65,022.92	8,756.08	77,222.00	68,684.73	8,537.27
4-536-2200-100	Retirement Maint	116,457.00	87,749.10	28,707.90	100,670.00	(65,112.19)	165,782.19	78,108.00	96,332.02	(18,224.02)
4-536-2300-100	Health Insurance Maint	176,400.00	158,625.48	17,774.52	176,400.00	162,973.76	13,426.24	176,400.00	158,960.39	17,439.61
4-536-2301-100	Disability Insurance Maint	3,159.00	2,360.75	798.25	2,824.00	2,374.03	449.97	3,028.00	2,330.94	697.06
4-536-2302-100	Life Insurance Maint	4,284.00	4,063.00	221.00	4,284.00	3,999.20	284.80	4,284.00	3,633.01	650.99
4-536-2400-100	Workmens Compensation Maint	47,331.00	27,176.75	20,154.25	44,345.00	35,044.69	9,300.31	36,194.00	31,391.16	4,802.84
4-536-2500-100	Unemployment Compensation Main	0.00	2,686.09	(2,686.09)	0.00	65.63	(65.63)	0.00	305.24	(305.24)
4-536-2601-100	Accrued OPEB Maint	3,500.00	(7,035.96)	10,535.96	3,500.00	(1,799.70)	5,299.70	3,500.00	60,600.85	(57,100.85)
		1,392,399.00	1,188,308.42	204,090.58	1,370,234.00	1,086,115.07	284,118.93	1,388,184.00	1,392,058.74	(3,874.74)
	Operations and Maint.									
4-536-3400-209	GPS Tracking	7,000.00	3,015.60	3,984.40	7,000.00	3,465.60	3,534.40	5,500.00	3,237.15	2,262.85
4-536-4000-100	Travel and Per Diem Maint	1,000.00	0.00	1,000.00	1,000.00	1,817.83	(817.83)	1,000.00	0.00	1,000.00
4-536-4100-101	Com Serv - Comcast Maint	5,000.00	3,223.89	1,776.11	5,000.00	3,431.59	1,568.41	5,000.00	4,231.66	768.34
4-536-4100-102	Com Service - Cellular	1,500.00	853.74	646.26	1,500.00	705.79	794.21	1,500.00	2,491.98	(991.98)
4-536-4100-104	Com Serv-Reimbursements Maint	0.00	936.00	(936.00)	750.00	1,296.00	(546.00)	1,500.00	1,248.00	252.00
4-536-4100-106	SLERS Radio Service Fee	3,500.00	3,348.00	152.00	3,500.00	3,348.00	152.00	3,500.00	3,348.00	152.00
4-536-4100-108	SLERS R&M - Maintenance	0.00	1,473.48	(1,473.48)	1,000.00	2,103.30	(1,103.30)	2,250.00	1,279.07	970.93
4-536-4100-300	Communications AirVac Maint	1,250.00	881.58	368.42	1,250.00	584.34	665.66	1,750.00	660.24	1,089.76
4-536-4200-100	Postage Transportation Maint	500.00	377.63	122.37	500.00	780.93	(280.93)	500.00	660.77	(160.77)
4-536-4300-100	Utilities Maintenance	5,500.00	4,762.43	737.57	5,500.00	4,275.24	1,224.76	5,665.00	4,858.14	806.86
4-536-4300-200	Utilities Pump Stations	55,000.00	49,755.86	5,244.14	55,000.00	57,922.18	(2,922.18)	66,950.00	65,613.16	1,336.84
4-536-4300-300	Utilities AirVac	41,000.00	41,484.03	(484.03)	46,000.00	46,227.15	(227.15)	54,075.00	49,045.27	5,029.73
4-536-4301-100	Utilities Waste Management Mai	3,500.00	2,983.26	516.74	4,000.00	3,029.22	970.78	4,500.00	3,134.67	1,365.33
4-536-4301-101	Utilities Waste Mgnt/Tipng Fee	1,500.00	1,275.15	224.85	1,500.00	453.00	1,047.00	1,500.00	1,714.65	(214.65)
4-536-4400-100	Equipment Rental Maint	2,500.00	627.00	1,873.00	2,500.00	2,770.32	(270.32)	4,250.00	7,109.58	(2,859.58)
4-536-4501-100	Small Equipment	2,500.00	3,101.00	(601.00)	2,500.00	995.00	1,505.00	2,500.00	0.00	2,500.00
4-536-4600-100	R&M Vehicles Maint	32,500.00	29,988.10	2,511.90	40,000.00	22,849.11	17,150.89	35,000.00	18,407.47	16,592.53
4-536-4605-200	R&M Pump Stations	62,587.00	56,746.34	5,840.66	95,000.00	36,542.81	58,457.19	85,000.00	42,350.26	42,649.74
4-536-4605-201	R&M Pump Stations Electrical	20,000.00	1,456.49	18,543.51	20,000.00	1,152.83	18,847.17	20,000.00	120.78	19,879.22
4-536-4605-300	R&M Air Vac	85,000.00	54,382.54	30,617.46	100,000.00	82,016.27	17,983.73	100,000.00	77,494.69	22,505.31
4-536-4605-400	R&M Water Distribution Maint	107,710.00	186,259.97	(78,549.97)	110,000.00	85,721.46	24,278.54	110,000.00	134,716.72	(24,716.72)
4-536-4605-500	R&M Sewer Collection Maint	25,000.00	14,679.28	10,320.72	25,000.00	13,930.05	11,069.95	20,000.00	6,416.33	13,583.67
4-536-4605-600	R&M Kings Bay	7,500.00	5,361.30	2,138.70	7,500.00	8,655.87	(1,155.87)	8,500.00	6,148.52	2,351.48
4-536-4605-700	R&M SCADA	15,000.00	8,340.84	6,659.16	15,000.00	7,983.87	7,016.13	17,500.00	5,600.00	11,900.00
4-536-4609-100	R&M Building Maintenance	2,500.00	577.44	1,922.56	2,500.00	874.52	1,625.48	2,000.00	5,070.18	(3,070.18)
4-536-4611-100	R&M Equipment Maintenance	24,000.00	12,757.19	11,242.81	24,000.00	22,176.34	1,823.66	40,000.00	17,840.08	22,159.92
4-536-4611-200	R&M Equipment Pump Stations	10,000.00	1,781.31	8,218.69	5,000.00	10,055.42	(5,055.42)	12,500.00	428.89	12,071.11
4-536-4611-300	R & M Generators	27,500.00	7,994.38	19,505.62	20,000.00	9,680.69	10,319.31	15,000.00	4,799.15	10,200.85
4-536-4612-100	R&M Computer Equipment Maint	750.00	388.00	362.00	750.00	478.00	272.00	500.00	159.00	341.00
4-536-4613-100	R&M Computer Software Maint	500.00	563.16	(63.16)	500.00	1,301.11	(801.11)	979.00	1,176.50	(197.50)
4-536-4614-100	R&M Copier Usage Maint	1,000.00	486.00	514.00	1,000.00	493.88	506.12	1,000.00	386.96	613.04
4-536-4615-200	R&M Lawn Service Pump Stations	1,980.00	1,665.00	315.00	1,980.00	1,665.00	315.00	1,750.00	1,665.00	85.00

Account	Description	Adjusted Budget			Adjusted Budget			Adjusted Budget		
		09/30/2020	Actual 09/30/2020	Variance (\$)	09/30/2021	Actual 09/30/2021	Variance (\$)	09/30/2022	Actual 09/30/2022	Variance (\$)
4-536-4615-300	Lawn Maintenance Air Vac	1,620.00	1,665.00	(45.00)	1,620.00	3,755.00	(2,135.00)	2,250.00	4,785.00	(2,535.00)
4-536-4616-100	Testing and Lab Service Maint	5,000.00	2,480.50	2,519.50	5,000.00	3,680.00	1,320.00	4,250.00	3,750.00	500.00
4-536-4901-100	Education Maint	6,250.00	3,310.00	2,940.00	6,250.00	5,325.08	924.92	5,000.00	1,381.11	3,618.89
4-536-4909-100	Miscellaneous Maint	1,000.00	555.80	444.20	1,000.00	485.53	514.47	1,000.00	155.70	844.30
4-536-5100-100	Office Supplies Maint	3,000.00	2,038.51	961.49	3,000.00	2,569.08	430.92	3,250.00	2,412.43	837.57
4-536-5201-100	Fuel: Gas, Diesel - Vehicles	35,000.00	27,615.39	7,384.61	35,000.00	36,063.83	(1,063.83)	38,080.00	50,890.79	(12,810.79)
4-536-5202-100	Fuel Other Maint	7,500.00	4,668.06	2,831.94	7,500.00	3,619.58	3,880.42	8,160.00	8,399.70	(239.70)
4-536-5203-100	Uniforms Maint	6,500.00	4,960.05	1,539.95	7,000.00	5,056.18	1,943.82	7,500.00	5,239.87	2,260.13
4-536-5206-100	Meters and Meter Boxes	100,000.00	89,710.53	10,289.47	175,000.00	175,454.39	(454.39)	175,000.00	216,488.90	(41,488.90)
4-536-5207-100	Tools Maint	18,000.00	21,584.49	(3,584.49)	18,000.00	11,150.31	6,849.69	17,500.00	7,319.42	10,180.58
4-536-5207-200	Tools Pump Stations	1,500.00	132.22	1,367.78	1,500.00	43.98	1,456.02	1,250.00	0.00	1,250.00
4-536-5207-300	Tools Air Vac	500.00	0.00	500.00	500.00	448.59	51.41	500.00	221.01	278.99
4-536-5207-400	Tools Water Dist Maint	500.00	606.93	(106.93)	1,000.00	846.76	153.24	750.00	0.01	749.99
4-536-5207-500	Tools Sewer Collection Maint	1,500.00	234.00	1,266.00	750.00	77.50	672.50	500.00	0.00	500.00
4-536-5207-600	Tools Kings Bay Maint	250.00	0.00	250.00	250.00	0.00	250.00	500.00	0.00	500.00
4-536-5208-100	Supplies Maint	12,500.00	10,645.15	1,854.85	12,500.00	14,886.18	(2,386.18)	17,500.00	28,063.81	(10,563.81)
4-536-5208-200	Supplies Pump Stations	2,500.00	475.71	2,024.29	1,000.00	989.49	10.51	1,250.00	2,075.43	(825.43)
4-536-5208-300	Supplies Air Vac	750.00	374.42	375.58	750.00	718.52	31.48	500.00	1,484.32	(984.32)
4-536-5208-400	Supplies Water Dist Maint	11,500.00	6,333.51	5,166.49	7,500.00	7,258.18	241.82	7,500.00	6,397.68	1,102.32
4-536-5208-500	Supplies Sewer Collection Main	3,000.00	1,411.26	1,588.74	2,500.00	4,311.38	(1,811.38)	2,250.00	3,677.86	(1,427.86)
4-536-5208-600	Supplies Kings Bay Maint	500.00	0.00	500.00	500.00	0.00	500.00	250.00	0.00	250.00
4-536-5209-200	Chemicals Pump Stations	105,000.00	91,886.60	13,113.40	105,000.00	63,505.24	41,494.76	94,500.00	70,975.69	23,524.31
4-536-5215-100	Safety Supplies	10,000.00	12,974.66	(2,974.66)	15,000.00	22,338.67	(7,338.67)	15,000.00	7,982.95	7,017.05
4-536-5400-100	Books, Dues and Publications M	500.00	0.00	500.00	500.00	0.00	500.00	500.00	0.00	500.00
4-536-6400-100	Capital Outlay Maint	7,000.00	0.00	7,000.00	7,000.00	0.00	7,000.00	0.00	3,872.81	(3,872.81)
4-536-9000-100	Contingencies - Maintenance	25,000.00	0.00	25,000.00	25,000.00	0.00	25,000.00	25,000.00	0.00	25,000.00
4-536-9999-100	Return To Stock	0.00	(1,396.59)	1,396.59	0.00	(2,818.54)	2,818.54	0.00	(2,704.19)	2,704.19
		921,147.00	783,792.19	137,354.81	1,047,350.00	798,547.65	248,802.35	1,061,409.00	894,283.17	167,125.83
		<b>2,313,546.00</b>	<b>1,972,100.61</b>	<b>341,445.39</b>	<b>2,417,584.00</b>	<b>1,884,662.72</b>	<b>532,921.28</b>	<b>2,449,593.00</b>	<b>2,286,341.91</b>	<b>163,251.09</b>
				<b>14.8%</b>			<b>22.0%</b>			<b>6.7%</b>

**Water - Labor**

5-533-1101-100	Supervisor Salaries SWTP	45,974.00	46,373.71	(399.71)	46,837.00	48,641.05	(1,804.05)	48,805.00	48,805.12	(0.12)
5-533-1101-200	Supervisor Salaries GWTP	19,701.00	19,874.45	(173.45)	20,073.00	20,846.16	(773.16)	20,917.00	20,916.48	0.52
5-533-1200-100	Regular Salaries SWTP	276,393.00	240,692.38	35,700.62	282,011.00	255,532.55	26,478.45	304,159.00	276,621.27	27,537.73
5-533-1200-200	Regular Salaries GWTP	35,683.00	36,742.05	(1,059.05)	37,079.00	31,737.41	5,341.59	39,894.00	2,877.00	37,017.00
5-533-1201-100	Non Pension SWTP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-
5-533-1202-100	Bonus Pay SWTP	4,843.00	4,575.48	267.52	7,095.00	6,332.34	762.66	5,697.00	12,955.10	(7,258.10)
5-533-1202-200	Bonus Pay GWTP	833.00	550.68	282.32	756.00	741.73	14.27	609.00	664.94	(55.94)
5-533-1300-100	Accrued Payout Water	6,342.00	6,517.60	(175.60)	6,547.00	2,321.70	4,225.30	6,606.00	7,116.22	(510.22)
5-533-1400-100	Overtime SWTP	12,111.00	7,480.56	4,630.44	11,994.00	8,768.14	3,225.86	11,817.00	11,964.71	(147.71)
5-533-1400-200	Overtime GWTP	1,907.00	941.63	965.37	1,888.00	63.39	1,824.61	1,860.00	0.00	1,860.00
5-533-1600-100	Accrued Wages and FICA SWTP	0.00	2,312.52	(2,312.52)	0.00	(13,255.38)	13,255.38	0.00	998.45	(998.45)
5-533-1610-100	Accrued Benefits and FICA SWTP	0.00	7,641.31	(7,641.31)	0.00	(2,102.74)	2,102.74	0.00	11,721.23	(11,721.23)
5-533-1610-200	Accrued Benefits and FICA GWTP	0.00	589.45	(589.45)	0.00	(4,257.33)	4,257.33	0.00	(1,394.15)	1,394.15
5-533-2100-100	FICA SWTP	26,509.00	22,211.64	4,297.36	27,004.00	23,001.81	4,002.19	30,392.00	25,092.69	5,299.31
5-533-2100-200	FICA GWTP	4,380.00	4,554.11	(174.11)	4,690.00	3,966.39	723.61	3,295.00	1,805.61	1,489.39
5-533-2200-100	Retirement SWTP	49,011.00	38,978.57	10,032.43	43,266.00	(28,561.55)	71,827.55	34,023.00	36,666.44	(2,643.44)
5-533-2200-200	Retirement GWTP	4,658.00	3,681.39	976.61	4,598.00	(2,788.57)	7,386.57	3,630.00	348.81	3,281.19
5-533-2300-100	Health Insurance SWTP	75,600.00	69,064.76	6,535.24	75,600.00	66,918.58	8,681.42	75,600.00	62,653.76	12,946.24
5-533-2300-200	Health Insurance GWTP	8,400.00	6,552.70	1,847.30	8,400.00	7,908.52	491.48	8,400.00	619.32	7,780.68

Account	Description	Adjusted Budget			Adjusted Budget			Adjusted Budget		
		09/30/2020	Actual 09/30/2020	Variance (\$)	09/30/2021	Actual 09/30/2021	Variance (\$)	09/30/2022	Actual 09/30/2022	Variance (\$)
5-533-2301-100	Disability Insurance SWTP	1,252.00	1,041.02	210.98	1,146.00	1,002.74	143.26	1,221.00	877.72	343.28
5-533-2301-200	Disability Insurance GWTP	125.00	0.00	125.00	128.00	178.15	(50.15)	138.00	7.28	130.72
5-533-2302-100	Life Insurance SWTP	1,836.00	1,836.00	0.00	1,836.00	1,592.05	243.95	1,836.00	1,477.55	358.45
5-533-2302-200	Life Insurance GWTP	204.00	0.00	204.00	204.00	152.08	51.92	204.00	(6.49)	210.49
5-533-2400-100	Workmens Compensation SWTP	18,099.00	10,052.21	8,046.79	17,190.00	12,449.12	4,740.88	14,142.00	12,301.98	1,840.02
5-533-2400-200	Workmens Compensation GWTP	1,659.00	0.00	1,659.00	1,859.00	1,098.11	760.89	1,540.00	164.75	1,375.25
5-533-2500-100	Unemployment Compensation SWTP	0.00	2,219.55	(2,219.55)	0.00	423.60	(423.60)	0.00	0.00	-
5-533-2601-100	Accrued OBEP SWTP	2,100.00	(2,690.22)	4,790.22	2,100.00	(617.04)	2,717.04	2,100.00	22,151.25	(20,051.25)
5-533-2601-200	Accrued OPEB GWTP	450.00	(620.82)	1,070.82	450.00	(102.84)	552.84	450.00	1,502.07	(1,052.07)
		598,070.00	531,172.73	66,897.27	602,751.00	441,990.17	160,760.83	617,335.00	558,909.11	58,425.89
	Operations and Maint.									
5-533-3400-201	Utility Srv/Elev Strg Tank RM	16,964.00	16,965.00	(1.00)	16,964.00	16,965.00	(1.00)	16,966.00	9,896.25	7,069.75
5-533-3400-209	GPS Tracking SWTP	1,650.00	682.10	967.90	1,650.00	796.20	853.80	1,500.00	658.20	841.80
5-533-4000-100	Travel and Per Diem SWTP	350.00	51.85	298.15	350.00	0.00	350.00	350.00	0.00	350.00
5-533-4000-200	Travel and Per Diem GWTP	150.00	0.00	150.00	150.00	0.00	150.00	150.00	0.00	150.00
5-533-4100-101	Com Serv - Comcast SWTP	4,500.00	3,377.12	1,122.88	4,500.00	3,482.38	1,017.62	4,000.00	4,629.52	(629.52)
5-533-4100-103	Com Serv - Sprint SWTP	175.00	0.00	175.00	175.00	0.00	175.00	150.00	0.00	150.00
5-533-4100-104	Com Serv - Reimbursements SWTP	650.00	624.00	26.00	650.00	648.00	2.00	700.00	624.00	76.00
5-533-4100-106	SLERS Radio Service Fee SWTP	540.00	540.00	0.00	540.00	540.00	0.00	550.00	540.00	10.00
5-533-4100-107	SLERS Tower Service Fee SWTP	216.00	0.00	216.00	0.00	0.00	0.00	0.00	0.00	-
5-533-4100-108	SLERS R&M - SWTP	0.00	0.00	0.00	0.00	349.20	(349.20)	0.00	0.00	-
5-533-4100-200	Communications GWTP	2,400.00	2,209.62	190.38	2,400.00	1,654.30	745.70	2,000.00	1,667.20	332.80
5-533-4100-206	SLERS Radio Service Fee GWTP	0.00	216.00	(216.00)	216.00	216.00	0.00	225.00	216.00	9.00
5-533-4200-100	Postage Transportation SWTP	750.00	216.98	533.02	450.00	252.66	197.34	300.00	120.71	179.29
5-533-4300-100	Utilities SWTP	165,000.00	139,724.71	25,275.29	165,000.00	171,769.85	(6,769.85)	180,250.00	222,723.61	(42,473.61)
5-533-4300-200	Utilities GWTP	40,000.00	32,619.77	7,380.23	40,000.00	29,585.41	10,414.59	46,350.00	32,647.85	13,702.15
5-533-4301-100	Utilities Waste Mgmt SWTP	3,650.00	2,983.17	666.83	3,600.00	3,029.19	570.81	3,750.00	3,134.58	615.42
5-533-4301-200	Utilities Waste Mgmt GWTP	0.00	0.00	0.00	650.00	0.00	650.00	500.00	0.00	500.00
5-533-4400-100	Equipment Rental SWTP	1,000.00	3,336.13	(2,336.13)	2,250.00	852.50	1,397.50	2,250.00	1,035.00	1,215.00
5-533-4400-200	Equipment Rental GWTP	250.00	0.00	250.00	250.00	0.00	250.00	250.00	0.00	250.00
5-533-4600-100	R&M Vehicles SWTP	3,500.00	525.18	2,974.82	3,500.00	3,081.21	418.79	3,750.00	1,456.95	2,293.05
5-533-4602-100	R&M SWTP	25,000.00	61,478.57	(36,478.57)	35,000.00	32,290.45	2,709.55	52,500.00	19,576.37	32,923.63
5-533-4602-200	R&M GWTP	7,500.00	472.36	7,027.64	7,500.00	1,021.06	6,478.94	5,000.00	340.00	4,660.00
5-533-4611-100	R&M Equipment SWTP	100,000.00	74,047.68	25,952.32	100,000.00	58,698.46	41,301.54	85,000.00	40,742.85	44,257.15
5-533-4611-101	R&M Generators SWTP	15,000.00	2,778.52	12,221.48	15,000.00	21,041.27	(6,041.27)	25,000.00	1,737.96	23,262.04
5-533-4611-200	R&M Equipment GWTP	18,000.00	8,796.80	9,203.20	18,000.00	6,456.01	11,543.99	12,500.00	3,871.13	8,628.87
5-533-4611-201	R&M Generators GWTP	2,250.00	887.99	1,362.01	2,250.00	2,000.00	250.00	2,500.00	1,252.36	1,247.64
5-533-4612-100	R&M Computer Equipment SWTP	1,500.00	284.95	1,215.05	1,500.00	2,133.60	(633.60)	1,500.00	21.95	1,478.05
5-533-4612-200	R&M Computer Equipment GWTP	500.00	0.00	500.00	250.00	0.00	250.00	250.00	0.00	250.00
5-533-4613-100	R&M Computer Software SWTP	500.00	203.76	296.24	250.00	746.15	(496.15)	370.00	323.52	46.48
5-533-4613-200	R&M Computer Software GWTP	500.00	0.00	500.00	250.00	0.00	250.00	250.00	0.00	250.00
5-533-4615-100	Lawn Service SWTP	10,440.00	9,990.00	450.00	10,440.00	9,990.00	450.00	10,500.00	9,990.00	510.00
5-533-4615-200	Lawn Service GWTP	7,200.00	6,660.00	540.00	7,200.00	6,660.00	540.00	6,500.00	6,660.00	(160.00)
5-533-4615-700	Lawn Service PRP	900.00	220.00	680.00	900.00	0.00	900.00	0.00	0.00	-
5-533-4616-100	Testing and Lab Service SWTP	36,000.00	18,534.49	17,465.51	25,000.00	19,367.92	5,632.08	20,000.00	7,682.97	12,317.03
5-533-4616-200	Testing and Lab Service GWTP	500.00	0.00	500.00	500.00	40.00	460.00	500.00	0.00	500.00
5-533-4619-100	C21 Annual Maintenance	7,500.00	7,186.00	314.00	8,500.00	6,570.30	1,929.70	10,000.00	7,995.00	2,005.00
5-533-4620-100	R&M Ozone System SWTP	40,000.00	39,046.58	953.42	42,250.00	28,058.57	14,191.43	43,500.00	29,348.88	14,151.12
5-533-4901-100	Education SWTP	2,500.00	1,084.00	1,416.00	1,500.00	1,358.00	142.00	3,000.00	516.61	2,483.39
5-533-4901-200	Education GWTP	500.00	0.00	500.00	250.00	0.00	250.00	250.00	0.00	250.00
5-533-4909-100	Miscellaneous SWTP	1,250.00	1,025.00	225.00	1,250.00	275.00	975.00	1,250.00	150.00	1,100.00
5-533-4909-200	Miscellaneous GWTP	500.00	75.00	425.00	500.00	75.00	425.00	250.00	0.00	250.00

Account	Description	Adjusted Budget			Adjusted Budget			Adjusted Budget		
		09/30/2020	Actual 09/30/2020	Variance (\$)	09/30/2021	Actual 09/30/2021	Variance (\$)	09/30/2022	Actual 09/30/2022	Variance (\$)
5-533-4950-100	Permits	1,500.00	0.00	1,500.00	500.00	0.00	500.00	250.00	175.00	75.00
5-533-4950-200	Permits GWTP	1,500.00	0.00	1,500.00	500.00	0.00	500.00	250.00	75.00	175.00
5-533-5100-100	Office Supplies SWTP	1,500.00	1,290.70	209.30	1,500.00	1,830.87	(330.87)	2,500.00	1,353.32	1,146.68
5-533-5100-200	Office Supplies GWTP	350.00	0.00	350.00	350.00	0.00	350.00	250.00	0.00	250.00
5-533-5201-100	Fuel: Gas, Diesel - Vehicles	4,000.00	2,010.61	1,989.39	4,000.00	2,570.37	1,429.63	3,808.00	2,596.05	1,211.95
5-533-5201-200	Fuel: Gas, Diesel - Vehicles	500.00	0.00	500.00	500.00	0.00	500.00	272.00	0.00	272.00
5-533-5202-100	Fuel Other Equipment SWTP	8,500.00	6,194.94	2,305.06	8,500.00	6,631.49	1,868.51	9,248.00	1,170.18	8,077.82
5-533-5202-200	Fuel Other Equipment GWTP	3,250.00	870.32	2,379.68	3,250.00	0.00	3,250.00	3,536.00	262.07	3,273.93
5-533-5203-100	Uniforms SWTP	1,500.00	1,416.14	83.86	1,500.00	1,511.04	(11.04)	1,250.00	226.39	1,023.61
5-533-5203-200	Uniforms GWTP	400.00	0.00	400.00	250.00	0.00	250.00	250.00	0.00	250.00
5-533-5204-100	Lab Supplies SWTP	10,000.00	7,822.20	2,177.80	8,500.00	6,349.09	2,150.91	8,500.00	9,640.66	(1,140.66)
5-533-5204-200	Lab Supplies GWTP	1,250.00	608.42	641.58	1,250.00	648.22	601.78	1,000.00	684.08	315.92
5-533-5207-100	Tools SWTP	500.00	505.85	(5.85)	1,250.00	92.93	1,157.07	750.00	0.00	750.00
5-533-5207-200	Tools GWTP	250.00	33.98	216.02	250.00	0.00	250.00	250.00	0.00	250.00
5-533-5208-100	Supplies SWTP	2,500.00	1,187.50	1,312.50	2,500.00	1,658.97	841.03	2,250.00	1,312.06	937.94
5-533-5208-200	Supplies GWTP	500.00	0.00	500.00	500.00	0.00	500.00	250.00	0.00	250.00
5-533-5209-100	Chemicals SWTP	400,000.00	363,334.68	36,665.32	400,000.00	421,390.63	(21,390.63)	420,000.00	569,748.56	(149,748.56)
5-533-5209-200	Chemicals GWTP	20,000.00	14,632.34	5,367.66	20,000.00	12,916.08	7,083.92	18,375.00	17,301.21	1,073.79
5-533-5215-100	Safety Supplies	1,500.00	999.44	500.56	3,500.00	380.19	3,119.81	2,500.00	138.05	2,361.95
5-533-5215-200	Safety Supplies GWTP	100.00	0.00	100.00	250.00	0.00	250.00	250.00	27.00	223.00
5-533-5400-100	Books, Dues and Publications	500.00	0.00	500.00	500.00	0.00	500.00	250.00	0.00	250.00
5-533-5400-200	Books, Dues and Publications	150.00	0.00	150.00	150.00	0.00	150.00	150.00	0.00	150.00
5-533-6400-100	Capital Outlay SWTP	0.00	0.00	0.00	10,000.00	0.00	10,000.00	4,000.00	2,293.28	1,706.72
5-533-9000-100	Contingencies - SWTP	100,000.00	0.00	100,000.00	50,000.00	0.00	50,000.00	50,000.00	10,709.03	39,290.97
		1,080,035.00	837,750.45	242,284.55	1,041,085.00	885,983.57	155,101.43	1,074,750.00	1,027,271.41	47,478.59
		<b>1,678,105.00</b>	<b>1,368,923.18</b>	<b>309,181.82</b>	<b>1,643,836.00</b>	<b>1,327,973.74</b>	<b>315,862.26</b>	<b>1,692,085.00</b>	<b>1,586,180.52</b>	<b>105,904.48</b>
				<b>18.4%</b>			<b>19.2%</b>			<b>6.3%</b>
	<b>Wastewater - Labor</b>									
6-535-1101-100	Supervisor Salaries WW	67,400.00	67,601.13	(201.13)	68,318.00	70,627.20	(2,309.20)	71,136.00	70,810.43	325.57
6-535-1200-100	Regular Salaries WW	320,300.00	295,717.99	24,582.01	311,087.00	313,098.23	(2,011.23)	330,741.00	291,514.86	39,226.14
6-535-1201-100	Non Pension WW	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,491.59	(3,491.59)
6-535-1201-101	On Call WWTP	0.00	0.00	0.00	0.00	379.26	(379.26)	0.00	0.00	-
6-535-1201-103	Part-Time Emp WWTP	21,056.00	5,831.56	15,224.44	19,157.00	8,023.87	11,133.13	20,186.00	7,568.34	12,617.66
6-535-1202-100	Bonus Pay WW	6,148.00	5,510.22	637.78	7,732.00	7,656.99	75.01	6,441.00	17,702.27	(11,261.27)
6-535-1300-100	Accrued Payout WW	7,270.00	0.00	7,270.00	7,224.00	2,020.50	5,203.50	7,296.00	11,229.40	(3,933.40)
6-535-1400-100	Overtime WW	15,544.00	14,777.02	766.98	15,393.00	13,082.26	2,310.74	15,166.00	18,661.38	(3,495.38)
6-535-1600-100	Accrued Wages and FICA WW	0.00	2,361.93	(2,361.93)	0.00	(13,538.58)	13,538.58	0.00	786.66	(786.66)
6-535-1610-100	Accrued Benefits and FICA WW	0.00	3,048.43	(3,048.43)	0.00	(5,160.97)	5,160.97	0.00	(7,470.43)	7,470.43
6-535-2100-100	FICA WW	33,486.00	28,407.64	5,078.36	32,812.00	30,285.65	2,526.35	34,499.00	30,208.28	4,290.72
6-535-2200-100	Retirement WW	55,130.00	45,449.32	9,680.68	47,046.00	(33,720.07)	80,766.07	36,571.00	44,415.15	(7,844.15)
6-535-2300-100	Health Insurance WW	67,200.00	65,946.40	1,253.60	67,200.00	67,178.74	21.26	67,200.00	63,889.26	3,310.74
6-535-2301-100	Disability Insurance WW	1,368.00	1,102.86	265.14	1,200.00	1,156.25	43.75	1,248.00	1,115.29	132.71
6-535-2302-100	Life Insurance WW	1,632.00	1,615.00	17.00	1,632.00	1,632.00	0.00	1,632.00	1,462.00	170.00
6-535-2400-100	Workmens Compensation WW	16,744.00	8,518.24	8,225.76	13,246.00	10,340.35	2,905.65	11,076.00	11,847.10	(771.10)
6-535-2601-100	Accrued OPEB WW	2,300.00	(2,897.16)	5,197.16	2,300.00	(822.72)	3,122.72	2,300.00	25,966.86	(23,666.86)
		615,578.00	542,990.58	72,587.42	594,347.00	472,238.96	122,108.04	605,492.00	593,198.44	12,293.56

Account	Description	Adjusted Budget			Adjusted Budget			Adjusted Budget		
		09/30/2020	Actual 09/30/2020	Variance (\$)	09/30/2021	Actual 09/30/2021	Variance (\$)	09/30/2022	Actual 09/30/2022	Variance (\$)
	<b>Wastewater - Operations and Maint.</b>									
6-535-3400-209	GPS Tracking	2,240.00	825.70	1,414.30	2,240.00	861.60	1,378.40	1,500.00	877.60	622.40
6-535-4000-100	Travel and Per Diem WW	750.00	0.00	750.00	750.00	0.00	750.00	500.00	0.00	500.00
6-535-4100-101	Com Serv - Embarq WW	5,750.00	3,915.46	1,834.54	5,750.00	3,064.69	2,685.31	3,500.00	3,380.68	119.32
6-535-4100-104	Com Serv - Reimbursements WW	650.00	624.00	26.00	650.00	648.00	2.00	650.00	624.00	26.00
6-535-4100-106	SLERS Radio Service Fee	1,080.00	1,080.00	0.00	1,080.00	1,080.00	0.00	1,100.00	1,080.00	20.00
6-535-4100-108	SLERS R&M - WWTP	0.00	310.08	(310.08)	0.00	60.00	(60.00)	250.00	0.00	250.00
6-535-4200-100	Postage Transportation WW	250.00	32.64	217.36	250.00	91.69	158.31	150.00	26.57	123.43
6-535-4300-100	Utilities WW	160,000.00	134,306.42	25,693.58	160,000.00	140,313.52	19,686.48	175,100.00	174,088.66	1,011.34
6-535-4300-200	Utilities LVTP	2,750.00	1,799.30	950.70	2,500.00	2,010.88	489.12	3,090.00	5,238.84	(2,148.84)
6-535-4300-300	Utilities OTTP	2,750.00	390.96	2,359.04	1,250.00	788.16	461.84	1,288.00	1,310.31	(22.31)
6-535-4300-400	Utilities ETP	2,250.00	1,740.84	509.16	2,250.00	1,918.31	331.69	2,318.00	1,807.00	511.00
6-535-4300-500	Utilities KBTP	2,750.00	2,528.80	221.20	3,100.00	2,410.65	689.35	3,193.00	2,741.40	451.60
6-535-4300-700	Utilities - FPL PRP	500.00	0.00	500.00	0.00	0.00	0.00	0.00	0.00	-
6-535-4301-100	Utilities Waste Mgmt WW	6,250.00	5,103.81	1,146.19	6,250.00	5,168.37	1,081.63	6,500.00	5,337.12	1,162.88
6-535-4400-100	Equipment Rental WW	750.00	640.00	110.00	750.00	0.00	750.00	500.00	500.00	-
6-535-4600-100	R&M Vehicles WW	2,500.00	3,058.30	(558.30)	4,750.00	2,169.19	2,580.81	3,000.00	3,570.58	(570.58)
6-535-4602-100	R&M WWTP	39,363.00	57,691.13	(18,328.13)	36,000.00	33,220.88	2,779.12	36,000.00	30,667.38	5,332.62
6-535-4602-200	R&M Lakeview	2,500.00	9,115.86	(6,615.86)	2,500.00	1,185.96	1,314.04	1,250.00	1,489.89	(239.89)
6-535-4602-300	R&M OTTP	750.00	0.00	750.00	750.00	113.30	636.70	500.00	418.50	81.50
6-535-4602-400	R&M Everglades TP	1,250.00	749.26	500.74	1,250.00	113.30	1,136.70	750.00	715.05	34.95
6-535-4602-500	R&M Kings Bay TP	1,250.00	89.00	1,161.00	1,250.00	1,107.97	142.03	750.00	507.59	242.41
6-535-4609-100	R&M Building WWTP	3,500.00	1,717.88	1,782.12	3,500.00	1,443.55	2,056.45	3,500.00	1,307.02	2,192.98
6-535-4611-100	R&M Equipment WWTP	22,500.00	18,645.47	3,854.53	22,500.00	10,416.07	12,083.93	17,500.00	8,638.71	8,861.29
6-535-4611-200	R&M Equipment LTP	500.00	0.00	500.00	1,500.00	0.00	1,500.00	1,500.00	0.00	1,500.00
6-535-4611-300	R&M Equipment OTTP	500.00	0.00	500.00	500.00	0.00	500.00	500.00	0.00	500.00
6-535-4611-400	R&M Equipment ETP	500.00	0.00	500.00	500.00	0.00	500.00	500.00	0.00	500.00
6-535-4611-500	R&M Equipment KBTP	1,500.00	637.78	862.22	1,500.00	312.46	1,187.54	1,250.00	5,083.92	(3,833.92)
6-535-4611-800	R & M Generators WWTP	0.00	19,142.02	(19,142.02)	0.00	8,892.85	(8,892.85)	3,000.00	1,077.18	1,922.82
6-535-4612-100	R&M Computer Equipment WW	1,750.00	1,163.84	586.16	1,750.00	1,293.34	456.66	2,000.00	1,140.56	859.44
6-535-4613-100	R&M Computer Software WW	3,500.00	362.76	3,137.24	3,500.00	410.54	3,089.46	1,620.00	263.52	1,356.48
6-535-4615-100	Lawn Service WW	13,500.00	12,950.00	550.00	13,500.00	12,950.00	550.00	10,000.00	12,950.00	(2,950.00)
6-535-4615-200	Lawn Service LVTP	900.00	925.00	(25.00)	900.00	925.00	(25.00)	1,250.00	925.00	325.00
6-535-4615-300	Lawn Service OTTP	1,800.00	1,480.00	320.00	1,800.00	1,480.00	320.00	1,250.00	1,480.00	(230.00)
6-535-4615-400	Lawn Service ETP	1,260.00	1,295.00	(35.00)	1,260.00	1,295.00	(35.00)	1,250.00	1,295.00	(45.00)
6-535-4616-100	Testing and Lab Service WWTP	28,000.00	19,726.46	8,273.54	28,000.00	21,329.10	6,670.90	22,500.00	21,041.51	1,458.49
6-535-4616-400	Testing and Lab Services ETP	1,250.00	929.93	320.07	1,250.00	858.24	391.76	1,250.00	978.05	271.95
6-535-4616-500	Testing and Lab Services KBTP	1,250.00	481.42	768.58	1,250.00	654.78	595.22	1,250.00	769.44	480.56
6-535-4617-100	Residual Management WWTP	35,000.00	63,761.69	(28,761.69)	45,000.00	67,089.05	(22,089.05)	45,000.00	75,256.10	(30,256.10)
6-535-4901-100	Education WW	2,000.00	611.00	1,389.00	2,000.00	1,560.50	439.50	2,000.00	333.42	1,666.58
6-535-4909-100	Misc WW	1,500.00	1,586.37	(86.37)	1,500.00	2,448.66	(948.66)	1,500.00	1,534.16	(34.16)
6-535-4950-100	Permits WW	12,000.00	2,975.00	9,025.00	15,525.00	15,630.00	(105.00)	5,000.00	260.00	4,740.00
6-535-4950-400	Permits ETP	10,000.00	2,975.00	7,025.00	0.00	0.00	0.00	0.00	0.00	-
6-535-4950-500	Permits KBTP	10,000.00	2,575.00	7,425.00	10,000.00	0.00	10,000.00	0.00	0.00	-
6-535-5100-100	Office Supplies WW	1,250.00	982.80	267.20	1,250.00	476.98	773.02	1,250.00	355.68	894.32
6-535-5201-100	Fuel:Gas, Diesel - Vehicles WW	6,000.00	3,694.64	2,305.36	6,000.00	4,209.66	1,790.34	5,440.00	5,728.97	(288.97)
6-535-5202-100	Fuel Other WW	7,500.00	4,343.57	3,156.43	7,500.00	6,547.94	952.06	9,248.00	5,865.95	3,382.05
6-535-5203-100	Uniforms WW	2,250.00	1,538.89	711.11	2,250.00	2,223.04	26.96	2,250.00	534.35	1,715.65
6-535-5204-100	Lab Supplies WW	3,500.00	2,318.05	1,181.95	3,500.00	994.76	2,505.24	2,500.00	4,052.72	(1,552.72)
6-535-5207-100	Tools WW	1,500.00	3,783.06	(2,283.06)	2,500.00	2,001.04	498.96	1,500.00	1,808.39	(308.39)
6-535-5208-100	Supplies WW	4,000.00	5,220.77	(1,220.77)	4,000.00	2,984.02	1,015.98	2,500.00	4,432.71	(1,932.71)
6-535-5209-100	Chemicals WWTP	45,000.00	52,787.06	(7,787.06)	51,500.00	49,986.97	1,513.03	55,650.00	68,350.65	(12,700.65)

Account	Description	Adjusted Budget			Adjusted Budget			Adjusted Budget		
		09/30/2020	Actual 09/30/2020	Variance (\$)	09/30/2021	Actual 09/30/2021	Variance (\$)	09/30/2022	Actual 09/30/2022	Variance (\$)
6-535-5209-200	Chemicals LVTP	3,000.00	2,037.35	962.65	1,500.00	2,222.45	(722.45)	2,625.00	2,856.13	(231.13)
6-535-5209-300	Chemicals OTTP	2,250.00	580.10	1,669.90	1,750.00	1,471.65	278.35	1,838.00	1,402.63	435.37
6-535-5209-400	Chemicals ETP	2,000.00	1,108.35	891.65	2,000.00	1,539.65	460.35	1,575.00	1,723.98	(148.98)
6-535-5209-500	Chemicals KBTP	2,500.00	1,469.30	1,030.70	2,500.00	2,395.00	105.00	2,625.00	3,417.08	(792.08)
6-535-5215-100	Safety Supplies	1,500.00	2,592.60	(1,092.60)	3,000.00	966.23	2,033.77	2,250.00	755.93	1,494.07
6-535-5400-100	Books, Dues and Publications	500.00	30.00	470.00	500.00	30.00	470.00	250.00	30.00	220.00
6-535-6400-000	Capital Outlay WW	0.00	0.00	0.00	184,870.00	0.00	184,870.00	26,600.00	82,164.00	(55,564.00)
6-535-9000-100	Contengencies - WWTP	52,050.00	3,960.63	48,089.37	35,000.00	0.00	35,000.00	50,000.00	16,866.63	33,133.37
		523,843.00	464,390.35	59,452.65	700,175.00	423,365.00	276,810.00	533,610.00	569,060.56	(35,450.56)
		<u>1,139,421.00</u>	<u>1,007,380.93</u>	<u>132,040.07</u>	<u>1,294,522.00</u>	<u>895,603.96</u>	<u>398,918.04</u>	<u>1,139,102.00</u>	<u>1,162,259.00</u>	<u>(23,157.00)</u>
				11.6%			30.8%			-2.0%
<b>Meter Readers - Labor</b>										
7-513-1101-100	Supervisor Salaries MR	52,406.00	52,667.15	(261.15)	53,193.00	55,359.06	(2,166.06)	55,994.00	56,234.00	(240.00)
7-513-1200-100	Regular Salaries MR	88,516.00	74,952.20	13,563.80	89,768.00	84,517.86	5,250.14	98,176.00	88,673.92	9,502.08
7-513-1201-100	Non Pension Meter Reader	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-
7-513-1201-102	Janitorial Service Meter Rdr	5,130.00	3,608.13	1,521.87	9,972.00	4,414.85	5,557.15	16,166.00	6,334.45	9,831.55
7-513-1202-100	Bonus Pay MR	2,122.00	1,690.41	431.59	3,113.00	2,804.67	308.33	2,354.00	5,976.67	(3,622.67)
7-513-1300-100	Accrued Payout Meter Reader	2,643.00	2,204.56	438.44	2,722.00	2,935.55	(213.55)	2,749.00	7,440.49	(4,691.49)
7-513-1400-100	Overtime MR	2,247.00	2,861.76	(614.76)	2,225.00	5,607.16	(3,382.16)	2,192.00	1,257.91	934.09
7-513-1600-100	Accrued Wages and FICA MR	0.00	771.91	(771.91)	0.00	(4,424.62)	4,424.62	0.00	(565.57)	565.57
7-513-1610-100	Accrued Benefits and FICA MR	0.00	83.31	(83.31)	0.00	(439.75)	439.75	0.00	1,085.26	(1,085.26)
7-513-2100-100	FICA MR	12,080.00	10,310.29	1,769.71	12,316.00	11,674.86	641.14	13,589.00	12,109.60	1,479.40
7-513-2200-100	Retirement MR	20,015.00	15,818.94	4,196.06	17,727.00	(12,197.71)	29,924.71	14,029.00	12,317.20	1,711.80
7-513-2300-100	Health Insurance MR	33,600.00	29,382.16	4,217.84	33,600.00	28,280.73	5,319.27	33,600.00	30,221.15	3,378.85
7-513-2301-100	Disability Insurance MR	528.00	638.17	(110.17)	482.00	350.40	131.60	511.00	389.08	121.92
7-513-2302-100	Life Insurance MR	816.00	453.41	362.59	816.00	799.00	17.00	816.00	694.72	121.28
7-513-2400-100	Workmens Compensation MR	7,727.00	3,930.37	3,796.63	7,179.00	5,098.49	2,080.51	5,485.00	5,511.53	(26.53)
7-513-2500-100	Unemployment Compensation MR	0.00	0.00	0.00	0.00	1,650.00	(1,650.00)	0.00	0.00	-
7-513-2601-100	Accrued OPEB MR	1,100.00	(1,241.64)	2,341.64	1,100.00	(308.52)	1,408.52	1,100.00	10,272.79	(9,172.79)
		228,930.00	198,131.13	30,798.87	234,213.00	186,122.03	48,090.97	246,761.00	237,953.20	8,807.80
7-513-3400-209	GPS Tracking	2,240.00	861.60	1,378.40	1,750.00	861.60	888.40	1,500.00	877.60	622.40
7-513-4000-100	Travel and Per Diem MR	500.00	0.00	500.00	250.00	0.00	250.00	250.00	0.00	250.00
7-513-4100-106	SLERS Radio Service Fee	864.00	864.00	0.00	864.00	864.00	0.00	900.00	864.00	36.00
7-513-4100-108	SLERS R&M - MR	0.00	415.58	(415.58)	0.00	0.00	0.00	0.00	0.00	-
7-513-4200-100	Postage, Freight & Shipping MR	150.00	0.00	150.00	150.00	24.02	125.98	150.00	28.03	121.97
7-513-4600-100	R&M Vehicles MR	2,500.00	1,771.73	728.27	2,500.00	1,919.78	580.22	2,750.00	7,941.75	(5,191.75)
7-513-4611-100	R&M Meter Reading Equipment	4,500.00	0.00	4,500.00	3,500.00	1,616.36	1,883.64	1,500.00	2,478.38	(978.38)
7-513-4613-100	R&M Computer Software MR	3,500.00	1,988.71	1,511.29	3,500.00	2,127.49	1,372.51	3,870.00	1,979.47	1,890.53
7-513-4618-100	R&M Meter and BF EquipTesting	800.00	0.00	800.00	1,600.00	695.00	905.00	0.00	0.00	-
7-513-4901-100	Misc (Education MR)	500.00	0.00	500.00	500.00	115.00	385.00	500.00	0.00	500.00
7-513-5201-100	Fuel:Gas, Diesel - Vehicles MR	8,500.00	6,039.54	2,460.46	8,500.00	8,278.03	221.97	8,160.00	12,957.25	(4,797.25)
7-513-5203-100	Uniforms MR	750.00	926.67	(176.67)	750.00	853.56	(103.56)	1,200.00	633.65	566.35
7-513-5207-100	Tools MR	500.00	115.01	384.99	500.00	662.83	(162.83)	850.00	564.27	285.73
7-513-5208-100	Supplies MR	2,500.00	883.89	1,616.11	1,750.00	1,520.46	229.54	1,250.00	1,871.60	(621.60)
7-513-5215-100	Safety Supplies	500.00	806.12	(306.12)	500.00	193.16	306.84	900.00	101.87	798.13
7-513-5400-100	Books, Dues and Publications	500.00	0.00	500.00	500.00	0.00	500.00	500.00	0.00	500.00
7-513-6399-100	Insect Removal	2,500.00	1,725.00	775.00	2,500.00	1,735.00	765.00	3,000.00	1,905.00	1,095.00
7-513-6400-100	Capital Outlay MR	3,500.00	0.00	3,500.00	0.00	0.00	0.00	3,500.00	0.00	3,500.00
		34,804.00	16,397.85	18,406.15	29,614.00	21,466.29	8,147.71	30,780.00	32,202.87	(1,422.87)
		<u>263,734.00</u>	<u>214,528.98</u>	<u>49,205.02</u>	<u>263,827.00</u>	<u>207,588.32</u>	<u>56,238.68</u>	<u>277,541.00</u>	<u>270,156.07</u>	<u>7,384.93</u>
				18.7%			21.3%			

Account	Description	Adjusted Budget			Adjusted Budget			Adjusted Budget		
		09/30/2020	Actual 09/30/2020	Variance (\$)	09/30/2021	Actual 09/30/2021	Variance (\$)	09/30/2022	Actual 09/30/2022	Variance (\$)
<b>Depreciation</b>										
9-539-9110-000	Amortize Organizational Cost	9,600.00	153,663.62	(144,063.62)	9,600.00	0.00	9,600.00	0.00	0.00	-
9-539-9115-000	Amortize Long Term Lease	12,600.00	12,600.00	0.00	12,600.00	12,600.00	0.00	12,600.00	12,600.00	-
9-539-9900-000	Depreciation Expense	2,660,000.00	2,580,210.33	79,789.67	2,660,000.00	2,618,252.16	41,747.84	2,700,000.00	2,675,984.07	24,015.93
		2,682,200.00	2,746,473.95	(64,273.95)	2,682,200.00	2,630,852.16	51,347.84	2,712,600.00	2,688,584.07	24,015.93
		<u>2,682,200.00</u>	<u>2,746,473.95</u>	<u>(64,273.95)</u>	<u>2,682,200.00</u>	<u>2,630,852.16</u>	<u>51,347.84</u>	<u>2,712,600.00</u>	<u>2,688,584.07</u>	<u>24,015.93</u>
				-2.4%			1.9%			0.9%
<b>Interest Expense</b>										
9-539-9800-502	BBT 2017A Interest Exp	88,080.00	88,079.98	0.02	0.00	0.00	0.00	0.00	0.00	-
9-539-9800-503	BBT 2017B Interest Expense	128,058.00	128,057.74	0.26	0.00	0.00	0.00	0.00	0.00	-
9-591-7200-100	SRF 1 Interest Expense	107,472.00	107,025.62	446.38	96,719.00	96,265.50	453.50	85,767.00	85,303.76	463.24
9-591-7200-504	Truist 2020A Interest Expense	66,794.00	65,693.00	1,101.00	114,229.00	114,229.00	0.00	90,995.00	90,994.52	0.48
9-591-7200-505	Truist 2020B Interest Expense	95,420.00	92,762.50	2,657.50	183,219.00	183,219.00	0.00	180,093.00	180,092.24	0.76
9-591-7200-600	Amort Def Costs 2020 A Bonds	0.00	64,894.07	(64,894.07)	0.00	60,966.00	(60,966.00)	0.00	48,577.00	(48,577.00)
9-591-7200-601	Amort Def Costs 2020 B Bonds	0.00	66,579.00	(66,579.00)	0.00	68,433.00	(68,433.00)	0.00	67,247.00	(67,247.00)
		485,824.00	613,091.91	(127,267.91)	394,167.00	523,112.50	(128,945.50)	356,855.00	472,214.52	(115,359.52)
		<u>485,824.00</u>	<u>613,091.91</u>	<u>(127,267.91)</u>	<u>394,167.00</u>	<u>523,112.50</u>	<u>(128,945.50)</u>	<u>356,855.00</u>	<u>472,214.52</u>	<u>(115,359.52)</u>
				-26.2%			-32.7%			-32.3%
<b>Debt Issuance Costs</b>										
3-513-4907-100	Loan Cost of Issuance	137,450.00	55,500.00	81,950.00	0.00	0.00	0.00	0.00	0.00	0.00
		137,450.00	55,500.00	81,950.00	0.00	0.00	0.00	0.00	0.00	0.00
		<u>137,450.00</u>	<u>55,500.00</u>	<u>81,950.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
				59.6%						
<b>Budgeted surplus/(deficit)</b>		<u>(183,140.00)</u>	<u>1,017,737.78</u>		<u>(132,054.00)</u>	<u>2,603,431.23</u>		<u>275,046.00</u>	<u>1,330,160.38</u>	

Budget vs. Actual in Schedule D1 over last three years

	2020 \$	2021 \$	2022 \$
Budget	838,750	946,060	1,287,600
Actual	<u>229,055</u>	<u>343,613</u>	<u>55,999</u>
<b>Unused Budg.</b>	<b>609,695</b>	<b>602,447</b>	<b>1,231,601</b>

Capital Budget - Administration -2022		
	Budget \$	Spent (YTD) \$
Water Master Plan	175,000	0
Wastewater Master Plan	175,000	0
Adm. Office Restoration	<u>350,000</u>	<u>0</u>
Total	<u>700,000</u>	<u>0</u>

Capital Budget - Administration -2021		
	Budget \$	Spent (YTD) \$
Water Master Plan	175,000	0
Wastewater Master Plan	175,000	0
Kyocera Photocopier and Printer	0	4,940
2021 Chevy Traverse (4x2)	0	28,175
Adm. Office Restoration	<u>350,000</u>	<u>19,964</u>
Total	<u>700,000</u>	<u>53,079</u>

Capital Budget - Administration -2020		
	Budget \$	Spent (YTD) \$
Lanier Photocopier & Printer	0	6,425
Water Master Plan	175,000	0
Wastewater Master Plan	<u>175,000</u>	<u>0</u>
Total	<u>350,000</u>	<u>6,425</u>

Capital Budget - Maintenance 2022		
	Budget \$	Spent (YTD) \$
Generators - Vac station # 2 - 150 KVA	125,000	0
Engineering work - Repair Vac Station # 2	25,000	0
Lift Station Rehab NW18, NW4, SW13, SE7	58,300	15,962
ABS XFP100E - 10HP Pump	0	7,389
Lift Station Electrical Panel - 7 Stations	110,000	0
Vacuum pump Replacement	25,000	
Forklift	75,000	0
Utility Truck	50,000	0
Total	<u>468,300</u>	<u>23,351</u>

Capital Budget - Maint. -2021		
	Budget \$	Spent (YTD) \$
John Deer mini excavator	41,514	45,749
5 Lift Station Mixer for Thloguard sites	24,995	12,988
Kubota Tractor with frontend loader	0	59,890
Cat 3406 Generator	0	12,060
2021 Chev Silverado - 3500 Utility Body	0	40,670
2020 Ford 4 x 2	0	34,173
Replace blue pump with Thompson Self-priming Trash Pump	<u>26,686</u>	<u>36,613</u>
Total	<u>93,195</u>	<u>242,143</u>

Capital Budget - Maint. -2020		
	Budget \$	Spent (YTD) \$
Maintenance Barn Roof	47,000	115,360
Gravity Sewer Installation - SE 5th St.	75,000	68,629
Replace Truck # 501 with 1/2 Ton 2WD	28,000	25,156
Replace Truck # 532 with 1/2 Ton 2WD	28,000	0
Big Tex 70SR Dump Trailer	5,250	3,497
Bypass pump at NW 15	147,500	0
New Utility bed for Truck # 516	9,500	0
NW14 Lift Station Renovation	0	9,988
Total	<u>340,250</u>	<u>222,630</u>

Capital Budget - Wastewater 2022		
	Budget	Spent (YTD)
	\$	\$
Clarifier Rebuilt	227,800	0
Okee-Tantie Lift Station (New pump & rails)	10,000	0
King's Bay Lift Station	20,000	0
Entrance Road Pavement	106,500	0
Total	<u>364,300</u>	<u>0</u>

Capital Budget - Wastewater 2021		
	Budget	Spent (YTD)
	\$	\$
King's Bay Lift Station	20,000	0
Entrance Road Pavement	106,500	0
(2) 460V 100 HP Pump - WWTP		11,911
Total	<u>126,500</u>	<u>11,911</u>

Capital Budget - Wastewater 2020		
	Budget	Spent (YTD)
	\$	\$
Entrance Road Pavement	106,500	0
Total	<u>106,500</u>	<u>0</u>

Capital Budget - Water 2022		
	Budget	Spent (YTD)
	\$	\$
2 Filter Valve Actuators	30,000	0
2 Panel - View plus HMI (Ozone generator controllers)	25,000	0
47-HP Flygt Pump Rebuild (Xylem)	0	12,496
Overhaul Transfer pump (Ser #DN-51536-1)	0	6,652
Wilo Submersible Pump 4" - PSI	0	13,500
Total	<u>55,000</u>	<u>32,648</u>

Capital Budget - Water 2021		
	Budget	Spent (YTD)
	\$	\$
2020 Ford F - 150 Super Cab 4 x 2 SWB	26,365	23,025
SAR07, Control Unit & Board Stack	0	13,455
Total	<u>26,365</u>	<u>36,480</u>

Capital Budget - Water 2020		
	Budget	Spent (YTD)
	\$	\$
Krebs Fittings (4 set) Actiflo	12,000	0
Replace Caustic Tank	30,000	0
Total	<u>42,000</u>	<u>0</u>

Capital Budget - Meter 2022		
	Budget	Spent (YTD)
	\$	\$
	0	0
Total	<u>0</u>	<u>0</u>

Capital Budget - Meter 2021		
	Budget	Spent (YTD)
	\$	\$
	0	0
Total	<u>0</u>	<u>0</u>

Capital Budget - Meter 2020		
	Budget	Spent (YTD)
	\$	\$
	0	0
Total	<u>0</u>	<u>0</u>

# OKEECHOBEE UTILITY AUTHORITY

## AGENDA ITEM NO. 24

JUNE 20, 2023

### AUDIT SERVICES CONTRACT

At the OUA's May 16, 2023 Board meeting, the Board decided to renew the audit contract with Nowlen, Holt & Miner, P.A. for an additional two year following the expiration of the initial contract upon the presentation of FY2022 financial statements. (Please refer to agenda # 18 of August 10, 2020 board meeting for information).

The attached contract written in the form of an engagement will be for an initial two (2) year term with the expectation that continuing contracts will be awarded thereafter for two one-year periods subject to mutual consent of the OUA and Nowlen, Holt & Miner, P.A.

Counsel has reviewed the engagement letter and found it acceptable for the board's approval.

The audit fee, remain the same as the previous contract, at \$18,000 per year and \$4,000 for each Federal and State Single Audit per major program that is required.

**Staff recommends the Board approve the attached engagement letter with authorization for the Board Chairman and Executive Director to execute same.**

OKEECHOBEE UTILITY AUTHORITY

AGENDA ITEM NO. 18

FYZ

AUGUST 10, 2020

AUDIT SERVICES CONTRACT

At the OUA's July 6, 2020 Board meeting the Board ranked Nowlen, Holt & Miner, P.A. as the number 1 audit firm and authorize the Executive Director to negotiate a contract with them to be brought back to the Board for final review and approval.

The attached contract written in the form of an engagement will be for an initial three (3) year term with the expectation that continuing contracts will be awarded each year thereafter for two one-year periods subject to mutual consent of the OUA and Nowlen, Holt & Miner, P.A.

Counsel has reviewed the engagement letter and found it acceptable to incorporate the original request for proposal (RFP) by reference to make the engagement letter sufficient.

The audit fee for will be \$18,000 per year and \$4,000 for each Federal and State Single Audit per major program that is required. The audit fee for the contract that was completed this year was \$20,000 per year and \$5,000 for a new Federal and State Single Audit per major program.

Staff recommends the Board approve the attached engagement letter with authorization for the Board Chairman and Executive Director execute the same.

M      Jc  
S      MA  
V      4-0



# NOWLEN, HOLT & MINER, P.A.

CERTIFIED PUBLIC ACCOUNTANTS

WEST PALM BEACH OFFICE  
NORTHBRIDGE CENTRE  
515 N. FLAGLER DRIVE, SUITE 1700  
POST OFFICE BOX 347  
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EVERETT B. NOWLEN (1930-1964), CPA  
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JANET R. BARICEVICH, RETIRED, CPA  
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RYAN M. SHORE, CFP®, CPA  
WEI PAN, CPA  
WILLIAM C. KISKER, CPA  
RICHARD E. BOTTS, CPA

June 6, 2023

The Honorable Chairman, Members of the Board  
and Management  
Okeechobee Utility Authority  
100 SW 5th Avenue  
Okeechobee, FL 34974

BELLE GLADE OFFICE  
333 S.E. 2nd STREET  
POST OFFICE BOX 338  
BELLE GLADE, FLORIDA 33430-0338  
TELEPHONE (561) 996-5612  
FAX (561) 996-6248

We are pleased to confirm our understanding of the services we are to provide for the Okeechobee Utility Authority for the years ended September 30, 2023 and 2024.

## Audit Scope and Objectives

We will audit the financial statements of the Proprietary Fund and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements, of the Okeechobee Utility Authority as of and for the years ended September 30, 2023 and 2024. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the Okeechobee Utility Authority's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Okeechobee Utility Authority's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Pension and Other Postemployment Benefit trend information

We have also been engaged to report on supplementary information other than RSI that accompanies the Okeechobee Utility Authority's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion

on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements.

1. Schedule of expenditures of federal awards and state financial assistance, if applicable

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

- 1) Schedule of Revenues and Expenses
- 2) Information required by Rules of the Auditor General 10.554(1)(i) 6-8
- 3) Budgetary Schedule

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major federal programs and state projects and an opinion (or disclaimer of opinion) on compliance with federal and state statutes, regulations, and the terms and conditions of federal awards and state financial assistance that could have a direct and material effect on each major federal program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and each major state project in accordance with Chapter 10.550 Rules of the Auditor General.

**Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit**

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; the provisions of the Uniform Guidance and Chapter 10.550 Rules of the Auditor General, and will include tests of accounting records, a determination of major federal program(s) in accordance with Uniform Guidance and major state project(s) in accordance with Chapter 10.550 Rules of the Auditor General, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Risk of material misstatement due to revenue recognition
- Risk of material misstatement due to management override of controls
- Risk of material misstatement with federal awards and state financial assistance due to noncompliance with federal and state statutes, regulations, and the terms and conditions of federal awards and state financial assistance, if applicable

Our audit of financial statements does not relieve you of your responsibilities.

### **Audit Procedures—Internal Control**

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal

control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance and Chapter 10.550 Rules of the Auditor General, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program and state project. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance and Chapter 10.550 Rules of the Auditor General.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, the Uniform Guidance, and Chapter 10.550 Rules of the Auditor General.

### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Okeechobee Utility Authority's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance and Chapter 10.550 Rules of the Auditor General require that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal and state statutes, regulations, and the terms and conditions of federal awards applicable to major federal programs and state financial assistance applicable to major state projects. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* and the Department of Financial Services' *State Projects Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the Okeechobee Utility Authority's major federal programs and state projects. For federal programs and state projects that are included in the Compliance Supplements, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplements identify as being subject to audit. The purpose of these procedures will be to express an opinion on the Okeechobee Utility Authority's compliance with requirements applicable to each of its major federal programs and state projects in our report on compliance issued pursuant to the Uniform Guidance and Chapter 10.550 Rules of the Auditor General.

### **Other Services**

We will also assist in preparing the financial statements, annual financial report to be filed with the Florida Department of Financial Services, schedule of expenditures of federal awards and state financial assistance, and related notes of the Okeechobee Utility Authority in conformity with accounting principles generally accepted in the United States of America, the Uniform Guidance, and Chapter 10.550 Rules of the Auditor General based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, annual financial report to be filed

with the Florida Department of Financial Services, schedule of expenditures of federal awards and state financial assistance, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statements, annual financial report to be filed with the Florida Department of Financial Services, schedule of expenditures of federal awards and state financial assistance, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, annual financial report to be filed with the Florida Department of Financial Services, the schedule of expenditures of federal awards and state financial assistance, and related notes and that you have reviewed and approved the financial statements, annual financial report to be filed with the Florida Department of Financial Services, the schedule of expenditures of federal awards and state financial assistance, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

### **Responsibilities of Management for the Financial Statements and Single Audit**

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards and state financial assistance, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, annual financial report to be filed with the Florida Department of Financial Services, schedule of expenditures of federal awards and state financial assistance, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal and state statutes), rules, and the provisions of contracts and grant agreements (including federal award and state financial assistance agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, annual financial report to be filed with the Florida Department of Financial Services, schedule of expenditures of federal awards and state financial assistance, all financial records and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance and Chapter 10.550 Rules of the Auditor General, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about

the financial statements; annual financial report to be filed with the Florida Department of Financial Services, schedule of expenditures of federal awards and state financial assistance; federal award programs and state projects; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance and Chapter 10.550 Rules of the Auditor General, it is management's responsibility to evaluate and monitor noncompliance with federal and state statutes, regulations, and the terms and conditions of federal awards and state financial assistance; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards and state financial assistance received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards and state financial assistance (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance and Chapter 10.550 Rules of the Auditor General. You agree to include our report on the schedule of expenditures of federal awards and state financial assistance in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards and state financial assistance. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards and state financial assistance that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards and state financial assistance in accordance with the Uniform Guidance and Chapter 10.550 Rules of the Auditor General; (2) you believe the schedule of expenditures of federal awards and state financial assistance, including its form and content, is stated fairly in accordance with the Uniform Guidance and Chapter 10.550 Rules of the Auditor General; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards and state financial assistance.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your

responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

### **Indemnification**

Nowlen, Holt & Miner, P.A. shall at all times hereafter, indemnify, hold harmless and defend Okeechobee Utility Authority, its Board, agents, and employees from and against any claim, demand or cause of action of any kind or nature arising out of error, omission or negligent act of Nowlen, Holt & Miner, P.A., its agents, or employees in the performance of services under this agreement.

Nowlen, Holt & Miner, P.A. further agrees, at all times hereafter, to indemnify, hold harmless and defend Okeechobee Utility Authority, its Board, agents, and employees from and against any claim, demand or cause of action of any kind or nature arising out of any conduct or misconduct of Nowlen, Holt & Miner, P.A. resulting from the performance of services under this agreement for which Okeechobee Utility Authority, its agents, or employees are alleged to be liable.

Nowlen, Holt & Miner, P.A. acknowledges and agrees that Okeechobee Utility Authority would not enter into this Agreement without this indemnification of Okeechobee Utility Authority by Nowlen, Holt & Miner, P.A., and that Okeechobee Utility Authority's entering into this Agreement shall constitute good and sufficient consideration for this indemnification. These provisions shall survive the expiration or earlier termination of this agreement. Nothing in this agreement shall be construed to affect in any way the Okeechobee Utility Authority's rights, privileges, and immunities as set forth in Florida Statutes 768.28.

The obligations of Nowlen, Holt & Miner, PA are solely the obligations of Nowlen, Holt & Miner, PA. No officer, owner, director, employee, agent, contractor, shareholder, or controlling person shall be subject to any personal liability whatsoever.

### **Engagement Administration, Fees, and Other**

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the Okeechobee Utility Authority; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Nowlen, Holt & Miner, P.A. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a regulatory agency or its designee, a federal or state agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Nowlen, Holt & Miner, P.A. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by a federal or state awarding agency, oversight agency, or pass-through entity. If we are aware that a federal or state awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Terry L Morton, Jr. is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit in December 2023 and plan to issue our reports no later than March 31, 2024.

Our fees for these services will be as outlined in the attached Fee Schedule. This does not include the fee for the audit of the Okeechobee Utility Authority Employees' Retirement System which is included in a separate engagement letter. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

### **Electronic Data Communication and Storage and Use of Third-Party Service Provider**

In the interest of facilitating our services to your company, we may send data over the Internet, securely store electronic data via computer software applications hosted remotely on the Internet, or allow access to data through third-party vendors' secured portals or clouds. Electronic data that is confidential to your company may be transmitted or stored using these methods. We may use third-party service providers to store or transmit this data. In using these data communication and storage methods, our firm employs measures designed to maintain data security. We use reasonable efforts to keep such communications and data access secure in accordance with our obligations under applicable laws and professional standards. We also require our third-party vendors to do the same.

You recognize and accept that we have no control over, and shall not be responsible for, the unauthorized interception or breach of any communications or data once it has been sent or has been subject to unauthorized access, notwithstanding all reasonable security measures employed by us or our third-party vendors. You consent to our use of these electronic devices and applications and submission of confidential client information to third-party service providers during this engagement.

To enhance our services to you, we will use a combination of remote access, secure file transfer, virtual private network or other collaborative, virtual workspace or other online tools or environments. Access through any combination of these tools allows for on-demand and/or real-time collaboration across geographic boundaries and time zones and allows Nowlen, Holt & Miner, PA and you to share data, engagement information, knowledge, and deliverables in a protected environment. You agree that Nowlen, Holt & Miner, PA has no responsibility for the activities of its third-party vendors supplying these tools and agree to indemnify and hold Nowlen, Holt & Miner, PA harmless with respect to any and all claims arising from or related to the operation of these tools. While we may back up your files to facilitate our services, you are solely responsible for the backup of your files and records; therefore, we recommend that you also maintain your own backup files of these records. In the event you suffer a loss of any files or records due to accident, inadvertent mistake, or Act of God, copies of which you have provided to us pursuant to this agreement, we shall not be responsible or obligated to provide you a copy of any such file or record which we may retain in our possession.

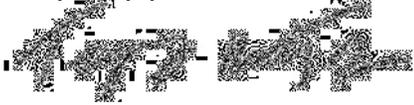
### **Reporting**

We will issue written reports upon completion of our Single Audit, if applicable. Our reports will be addressed to Chairman and Board of the Okeechobee Utility Authority. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance and State Single Audit report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance and Chapter 10.550 Rules of the Auditor General. Both reports will state that the report is not suitable for any other purpose.

We appreciate the opportunity to be of service to the Okeechobee Utility Authority and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,



Nowlen, Holt & Miner, P.A.

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**RESPONSE:**

This letter correctly sets forth the understanding of the Okeechobee Utility Authority.

Governance Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Management Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Fee Schedule

1. Per year audit fee for a two year contract, FY 2023	<u>\$ 18,000</u>
FY 2024	<u>\$ 18,000</u>

2. Fee for a Single Audit in accordance with the Federal and State Single Audit

<u>Costs per major program:</u>	<u>\$ 4,000</u>
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3. A single hourly rate to be used for any additional work requested by the OUA which is outside the scope of the contract.

\$ 120

Note: The above prices are not-to-exceed amounts, if our hours are less we will bill the OUA based on actual hours.

# OKEECHOBEE UTILITY AUTHORITY

## AGENDA ITEM NO. 25

JUNE 20, 2023

### **2023 EMPLOYEE CLASSIFICATION & COMPENSATION SURVEY**

As per the recommendation of the Review Committee to have each competing firm make a presentation to the board on May 16, 2023, the OUA Board received and evaluated the presentations of the three competing firms for the 2023 Employee Classification & Compensation Survey which were:

- Evergreen Solution LLC
- Parilla & Associates
- Cody & Associates Inc.

Following the presentations, the Board deliberated on the strength of each presenter and how each proposal aligned with its requirement of a consultant. Although all three entities were found to be knowledgeable and competent, it was decided by a simple majority to offer the consulting contract to Evergreen Solution LLC.

Subsequent to the Board Meeting of May 16, 2023 and its approval of Evergreen's Solution LLC, the Review Committee met with the selected consultant to review the points raised by Board Members and made the necessary adjustments to the contract and work plan (see attached) which is now presented as complete and in conformity with all matters raised by both the staff and Board Members of OUA. Additionally, since the amendments were found to not materially change the scope of work to be undertaken by the consultant, the initial fee of \$19,500 remains the same.

Counsel has reviewed the attached contract and revised work plan and finds both to be in order and adequately meets the requirements of OUA Board.

**Staff recommends the Board approve the attached contract and Revised Work Plan with authorization for the Board Chairman and/or the Executive Director to execute same.**



# Consulting Services Agreement

By and Between

Okeechobee Utility Authority, Florida

and

Evergreen Solutions, LLC

This Agreement (the "Agreement"), dated as of June 20, 2023, is made by and between Evergreen Solutions, LLC, a Florida corporation ("Evergreen"), and the Okeechobee Utility Authority (the "Client").

WHEREAS, Evergreen Solutions and the Client desire to enter into an agreement whereby Evergreen will provide certain management consulting services for the Client on the terms and conditions hereinafter set forth; and

WHEREAS, Evergreen Solutions is willing to provide such management consulting services for the Client.

NOW, THEREFORE, the parties hereto agree as follows:

**1. Engagement.** Evergreen Solutions hereby agrees to provide such management consulting services for the Client as may be reasonably requested by the Client in connection with the Request for Proposals and Proposal submitted by Evergreen Solutions on April 18, 2023 and the revised work plan submitted on June 9, 2023.

**2. Extent of Services.** Evergreen Solutions agrees to perform such services to the best of its ability and in a diligent and conscientious manner and to devote appropriate time, energies and skill to those duties called for hereunder during the term of this Agreement and in connection with the performance of such duties to act in a manner consistent with the primary objective of completing the engagement.

Evergreen Solutions agrees to devote such time as is reasonably required to fulfill its duties hereunder.



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Throughout the duration of this agreement, Evergreen Solutions will serve as an independent contractor of the Client, as such; Evergreen Solutions will obey all laws relating to federal and state income taxes, associated payroll and business taxes, licenses and fees, workers compensation insurance, and all other applicable state and federal laws and regulations.

In the successful completion of this engagement, Evergreen Solutions may utilize subcontractors, but Evergreen Solutions shall remain completely responsible to the Client for performance under this Agreement.

**3. Term.** The engagement of the Consultant hereunder by Client shall commence as of the date hereof and shall continue through October 15, 2023, unless earlier terminated, pursuant to Section 5 hereof.

**4. Compensation.**

(a) As compensation for the services contemplated herein and for performance rendered by Evergreen Solutions of its duties and obligations hereunder, the Client shall pay to Evergreen Solutions an aggregate fee equal to \$19,500 (the "Consulting Fee"), earned and payable according to the following invoice/payment schedule:

- 25% - upon completion of Tasks 1 – 2
- 25% - upon completion of Tasks 3 – 4
- 25% - upon completion of Tasks 5 – 6
- 15% - upon completion of Tasks 7 – 10
- 10% - upon completion of Task 11

(b) The Client's sole obligation shall be to pay Evergreen Solutions the amounts described in Section 4(a) of this Agreement, and the Consultant is not and shall not be deemed an employee of the Client for any purpose.

**5. Termination.** This Agreement shall be terminated as follows:

(a) 30 days after written notice of termination is given by either party at any time after June 20, 2023, provided however, that if the Client shall terminate this Agreement pursuant to this Section 5(a) for any reason other than Consultant's material breach of this Agreement (having given prior notice of, and reasonable opportunity for Consultant to cure, any such breach), Client shall pay to consultant in one lump sum an amount equal to that portion of the aggregate Consulting Fee which has not been paid to Consultant as of the effective date of such termination.

(b) On such date as is mutually agreed by the parties in writing.

(c) Upon expiration of the Term as set forth in Section 3.

If Client elects to terminate for material breach then Client shall pay to consultant in one lump sum an amount equal only to that for which services have been rendered.

Upon termination of this Agreement pursuant to this Section 5, except as contemplated by Section 5(a) in the event Client terminates this Agreement in the absence of continuing material breach hereof by Consultant, Consultant shall be entitled to payment of only that portion of the Consulting Fee earned through the effective date of such termination and any portion of the Lump Sum Payment which has not been paid to Consultant as of the effective date of such termination.



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**6. Confidential Information.** Evergreen Solutions shall not, at any time during or following expiration or termination of its engagement hereunder (regardless of the manner, reason, time or cause thereof) directly or indirectly disclose or furnish to any person not entitled to receive the same for the immediate benefit of the Client any trade secrets or confidential information as determined by the Client in writing.

**7. Covenants.** Evergreen Solutions agrees to (a) faithfully and diligently do and perform the acts and duties required in connection with its engagement hereunder, and (b) not engage in any activity which is or likely is contrary to the welfare, interest or benefit of the business now or hereafter conducted by the Client.

**8. Binding Effect.** This Agreement will inure to the benefit of and shall be binding upon the parties hereto and their respective successors or assigns (whether resulting from any re organization, consolidation or merger of either of the parties or any assignment to a business to which all or substantially all of the assets of either party are sold).

**9. Entire Agreement.** This Agreement, including the aforementioned RFP and proposal, contains the entire agreement and understanding of the parties with respect to the subject matter hereof, supersedes all prior agreements and understandings with respect thereto and cannot be modified, amended, waived or terminated, in whole or in part, except in writing signed by the party to be charged.

**10. Notices.** All notices required to be given under the terms of this Agreement or which any of the parties desires to give hereunder shall be in writing and personally delivered or sent by registered or certified mail, return receipt requested, or sent by facsimile transmission, addressed as follows:

(a.) If to Evergreen Solutions addressed to:

Evergreen Solutions, LLC  
Attention: Dr. Jeff Ling, President  
2878 Remington Green Circle  
Tallahassee, Florida 32308

(b.) If to the Client addressed to:

Okeechobee Utility Authority  
Attention: Mr. John Hayford, Executive Director  
100 SW 5<sup>th</sup> Avenue  
Okeechobee, Florida 34974-4221

Any party may designate a change of address at any time by giving written notice thereof to the other parties.

**11. Miscellaneous.** This Agreement:

(a) shall be binding upon and inure to the benefit of the parties hereto and their respective successors and permitted assigns;

(b) may not (except as provided in Section 9 hereof) be assigned by either party hereto without the prior written consent of the other party (any purported assignment hereof in violation of this provision being null and void);



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(c) may be executed in any number of counterparts, and by any party on separate counterparts, each of which as so executed and delivered shall be deemed an original but all of which together shall constitute one and the same instrument, and it shall not be necessary in making proof of this Agreement as to any party hereto to produce or account for more than one such counterpart executed and delivered by such party;

(d) may be amended, modified or supplemented only by a written instrument executed by all of the parties hereto; and

(e) embodies the entire agreement and understanding of the parties hereto in respect of the transactions contemplated hereby and supersedes all prior agreements and understandings among the parties with respect thereto.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

Evergreen Solutions, LLC

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Jeff Ling, President

Okeechobee Utility Authority

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## **Revised Work Plan**

In this section we provide a detailed work plan for how we would accomplish the work being requested by OUA. Evergreen understands that OUA has approximately 55 employees that be included in the study.

### **Task 1.0 - Project Initiation**

**TASK GOALS:** Finalize the project plan with OUA; gather all pertinent data; finalize any remaining contractual negotiations; and establish an agreeable final timeline for all project milestones and deliverables.

#### **TASK ACTIVITIES**

- 1.1 Discuss with OUA's Project Manager the following objectives: understand the mission of; review our proposed methodology, approach, and project work plan to identify any necessary revisions and to assess any concerns; reach agreement on a schedule for the project including all assignments and project milestones/deliverables; and establish an agreeable communication schedule.
- 1.2 Identify potential challenges and opportunities for the study. Discuss the strategic direction of OUA and some of the short- and long-term priorities. This activity serves as the basis for assessing where OUA is going and what type of pay plan will reinforce current and future goals.
- 1.3 Obtain relevant materials from OUA, including: any previous projects, research, evaluations, or other studies that may be relevant to this project; organizational charts for the departments and divisions, along with related responsibility descriptions; current position and classification descriptions, salary schedule(s), and classification system; strategic business plans and budgets; benefits information; and personnel policies and procedures, and the step placement policies.
- 1.4 Review and edit the project work plan and submit a schedule for the completion of each project task.
- 1.5 Provide progress reports to OUA's Project Manager throughout the course of the study.

**KEY PROJECT MILESTONES:** Comprehensive project management plan and database of OUA employees

### **Task 2.0 – Evaluate the Current System**

**TASK GOAL:** Conduct a comprehensive preliminary evaluation of the compensation plan for OUA.

#### **TASK ACTIVITIES**

- 2.1 Obtain and review the existing pay philosophy and structure and look for potential problems and issues to be resolved.
- 2.2 Determine the strengths and weaknesses of the current pay plan(s).
- 2.3 Discuss any pay compression issues that may exist and discuss possible solutions.
- 2.4 Complete an assessment of current conditions that details the pros and cons of the current system as well as highlights areas for potential improvement in the final adopted solution.

**KEY PROJECT MILESTONES:** Review of existing compensation plan(s) and assessment of current conditions

### **Task 3.0 - Collect and Review Current Environmental Data**

**TASK GOALS:** Conduct statistical and anecdotal research into the current environment within OUA and guide subsequent analytical tasks.

#### **TASK ACTIVITIES**

- 3.1 Schedule and conduct employee orientation sessions with staff.



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- 3.2 Meet with the department heads/supervisors to obtain relevant information and statistical/anecdotal data on specific compensation issues and policies. Obtain insight into perceived current compensation system strengths and weaknesses.
  - 3.3 Hold two focus groups with OUA staff to obtain additional relevant information and statistical/anecdotal data on specific compensation issues and policies. Evergreen's focus group guide will be mutually agreed upon before distribution to staff.
  - 3.4 Work with OUA's Project Manager to administer the JATs and MITs. Our staff utilizes a web-based tool for data collection, but we can provide paper copies as well as those for classifications without computers or Internet access. We will seek approval from OUA's Project Manager before distribution of the JAT/MIT questionnaire.
  - 3.5 Review any data provided by OUA that may provide additional relevant insight.

**KEY PROJECT MILESTONES:** JAT and MIT distribution; department head interviews; and employee focus groups and orientation sessions

#### **Task 4.0 – Evaluate and Build Projected Classification Plan**

**TASK GOALS:** Identify the classification of existing positions utilizing Evergreen's job evaluation system; review JAT responses; and characterize internal equity relationships within OUA.

##### **TASK ACTIVITIES**

- 4.1 Ensure all draft class specifications are provided to Evergreen by OUA's Project Manager.
- 4.2 Review the work performed by each classification and score. Include an evaluation of supervisory comments.
- 4.3 Review JAT scores and identify the classification of positions.
- 4.4 Schedule and conduct additional follow up with employees for jobs where uncertainty exists over data obtained from the JATs.
- 4.5 Develop preliminary recommendations for the classification structure. The classification system designed at this point would be based solely on internal equity relationships and would be guided by the JAT scores for each classification. Essentially, a structure of classifications would be established, and classifications with similar scoring would be grouped and spacing between jobs would be determined.
- 4.6 Review recommendations with OUA's Project Manager.

**KEY PROJECT MILESTONES:** JAT scores by class; recommended classification changes; and preliminary job structure based on internal equity

#### **Task 5.0 - Identify List of Market Survey Benchmarks and Approved List of Targets**

**TASK GOALS:** Reach an appropriate number and identify the proper benchmark positions for the external labor market salary and benefits assessment and identify and develop a comprehensive list of targets for conducting a successful external labor market salary and benefits assessment.

##### **TASK ACTIVITIES**

- 5.1 Identify a list of classifications (benchmarks) to include in the labor market salary survey. **Note:** Evergreen will work with OUA's Project Manager to select up to 45 classifications to use as benchmarks for the market salary and benefits survey.
- 5.2 Finalize the list of classifications to use as benchmarks for the market salary and benefits survey.
- 5.3 Evergreen will work with OUA's Project Manager to select up to 20 targets (i.e., peer organizations) for the market salary and benefits survey.



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- 5.4 Finalize a list of survey targets for the external labor market survey, placing a comparative emphasis on characteristics such as: size of the organization; geographic proximity to the Okeechobee area; economic and budget characteristics; and other demographic data.
  - 5.5 Develop a list of survey targets by employee group. Develop a system for use of secondary data including potential sources and weighting of secondary data, if necessary.
  - 5.6 Review survey methodology with OUA's Project Manager and refine survey methodology prior to distribution of surveys.
  - 5.7 After approval of survey methodology, develop contact list of peer organizations and notify peers of impending surveys.

**KEY PROJECT MILESTONES:** Preliminary list of benchmark positions for the external labor market salary and benefits assessment; final list of benchmark positions for the external labor market salary and benefits assessment; initial list of survey peers; final list of survey peers and contacts; and survey methodology

### **Task 6.0 – Conduct Market Salary and Benefits Survey and Provide External Assessment Summary**

**TASK GOALS:** Conduct the external labor market salary survey; conduct a benefits survey; and provide a summary of the salary and benefits survey results to OUA's Project Manager for review.

#### **TASK ACTIVITIES**

- 6.1 Prepare customized external labor market salary survey for OUA's Project Manager's approval. Discuss questions and categories to include in the market survey with OUA's Project Manager.
- 6.2 Develop a listing of the current benefits provided by OUA for comparisons with peer organizations.
- 6.3 Using the list of OUA provided benefits and major benefits offerings not provided by OUA develop a list of benefits to include in the external labor market survey.
- 6.4 Prepare benefits survey to be included with salary survey developed in **Task 6.1**.
- 6.5 Contact the targets for electronic completion of the surveys. Provide paper copies by fax, if requested.
- 6.6 Conduct necessary follow-up through e-mails, faxes, and phone calls.
- 6.7 Collect and enter results of surveys into Evergreen's electronic data analysis tools.
- 6.8 Validate all data submitted and develop and submit summary report of external labor market salary and benefits assessment results to OUA's Project Manager.

**KEY PROJECT MILESTONES:** Market salary survey instrument; and summary report of external labor market salary assessment results

### **Task 7.0 – Develop Strategic Positioning Recommendations**

**TASK GOALS:** Assess the appropriateness of the current compensation philosophy for OUA and develop a plan for all employees, providing issue areas and preliminary recommendations for strategic improvement.

#### **TASK ACTIVITIES**

- 7.1 Identify the compensation policy and accompanying thresholds.
- 7.2 Using the market salary data collected in **Task 6.0** and the classification data reviewed in **Task 4.0**, determine the proper pay plan including number of grades, steps, and ranges. Evergreen will adhere to the Department of Labor (DOL) Wage & Hour to ensure compliance with salary threshold.
- 7.3 Suggest, formulate and recommend equitable and fair promotion guidelines for staff's motivation and retention.



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- 7.4 Produce a pay plan(s) that best meets the needs of OUA from an internal equity and external equity standpoint.

**KEY PROJECT MILESTONES:** Proposed compensation strategic direction, taking into account internal and external equity and plan for addressing unique, highly competitive positions

### **Task 8.0 – Conduct Solution Analysis**

**TASK GOALS:** Conduct analysis comparing JAT values; survey results for the benchmark positions; and produce several possible solutions for implementation.

#### **TASK ACTIVITIES**

- 8.1 Conduct regression analysis or other appropriate techniques to properly slot each classification into the proposed pay plan for OUA.
- 8.2 Place all classifications into pay grades based on **Task Activity 8.1**. Sort alphabetically by job class title, in descending order by range, and by old class title and new class specifications.
- 8.3 Create implementation solutions for consideration that take into account the current position of OUA as well as the findings from the classification and compensation analysis. Identify and prepare a range of compensation policy alternatives.
- 8.4 Discuss with OUA’s Project Manager potential solutions.
- 8.5 Determine the best solution to meet the needs of OUA in the short-term and long-term and document the accepted solution.

**KEY PROJECT MILESTONES:** Initial regression analysis; potential solutions; and documented final solution

### **Task 9.0 – Develop and Submit Draft and Final Reports**

**TASK GOALS:** Develop and submit a draft and final report of the Employee Classification and Compensation Survey to Okeechobee Utility Authority and present the final report.

#### **TASK ACTIVITIES**

- 9.1 Produce a preliminary draft report that captures the results of each previous step. The report will include a description of the recommended classification and compensation plan and will include implementation strategies and the costs associated with implementing recommendations.
- 9.2 Submit the draft report to OUA’s Project Manager for review and approval.
- 9.3 Make edits and submit necessary copies of the final report to OUA’s Project Manager.
- 9.4 Present the final report to OUA Board.
- 9.5 Develop implementation database to communicate the process and progress of this project to OUA’s Project Manager.

**KEY PROJECT MILESTONES:** Draft and final reports; final presentation; communication plan; and implementation and maintenance database

### **Task 10.0 – Develop Recommendations for Compensation Administration**

**TASK GOALS:** Develop recommendations for the continued administration by OUA staff to sustain the recommended classification and compensation structure and provide training.

#### **TASK ACTIVITIES**



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- 10.1 Develop recommendations and guidelines for the continued administration and maintenance of the classification and compensation structure, including recommendations and guidelines related to: how employees will move through the pay structure/system as a result of transfers, promotions, or demotions; how to pay employees whose base pay has reached the maximum of their pay range or value of their position; the proper mix of pay; how often to adjust pay scales and survey the market; the timing of implementation; and how to keep the system fair and competitive over time.
  - 10.2 Recommend recruitment/retention strategies, where appropriate.
  - 10.3 Present recommendations to OUA's Project Manager for review.
  - 10.4 Provide training and tools to Human Resources Department staff to ensure that staff can conduct audits/adjustments consistent with study methods until the next formal study is conducted using Evergreen's *JobForce Manager* tool that will enable Human Resources staff to estimate future pay plan changes, update market information, make determinations on reclassifications, and create new jobs – allowing for streamlining, and an increase in fairness and transparency of regular compensation and classification tasks after solution implementation.

**KEY PROJECT MILESTONES:** Recommendations for compensation administration; recommendations for recruitment/retention policies; and training

### **Task 11.0 – Provide Revised Class Descriptions and FLSA Determinations**

**TASK GOALS:** Update existing class descriptions; create new class descriptions as needed, ensuring EEO/ADA requirement satisfaction; identify FLSA; provide final version of all class descriptions/specifications in electronic format (i.e., MS Word) after approval by OUA's Project Manager.

#### **TASK ACTIVITIES**

- 11.1 Assess current class descriptions for form, content, validity, and ADA compliance and make FLSA determinations.
- 11.2 Discuss any necessary changes to the class description format with OUA's Project Manager and revise classification descriptions based on data gathered from the JAT process.
- 11.3 Create new class descriptions based on Evergreen's proposed classification structure by leveraging data from the job evaluation process, if available. Provide complete listing of the allocation of job classes to salary range assignments.
- 11.4 Recommend a systematic, regular process for reviewing job descriptions.

**KEY PROJECT MILESTONES:** Updated class descriptions; new class descriptions as needed; and FLSA determinations



**OKEECHOBEE UTILITY AUTHORITY**

**AGENDA ITEM NO. 26**

**JUNE 20, 2023**

**EMERGENCY REPAIR TO PUMP STATION SE-3**

Wastewater pump station SE-3 develop a significant leak to the discharge piping. The repair was beyond the current capability of OUA staff.

OUA staff attempted to get three prices to perform the emergency repair. Of the three, only Maxx Environmental LLC responded.

Please find attached the quote and the purchase order (PO #11511) for \$19,825.00, requisition form and the quote from Maxx Environmental.

OUA staff is recommending approval by the OUA Board of this emergency repair to SE-3 pump station issued to Maxx Environmental LLC in the amount of \$19,825.00.



E-MAILED  
TB 6-8-23

**PURCHASE ORDER**  
No. 000011511

**VENDOR:**

MAXX ENVIRONMENTAL LLC  
3610 FISCAL COURT  
  
RIVIERA BEACH, FL 33404

**SHIP TO:**

BARN  
  
OUA Maintenance Bldg  
371 SR 78 West Back Bldg  
Okeechobee, FL 34974-

**BILL TO:**

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

VENDOR NO.	VENDOR PHONE NUMBER	TERMS	DATE	REQUIRED DELIVERY DATE			
MAXXENV	(561) 398-2781	0	06/08/2023				
<b>SHIPPING INSTRUCTIONS</b>							
TAYLOR COVE LIFT STATION SE-3 REHAB							
ITEM	QTY	U/M	DESCRIPTION/TASK	PRD CODE	ACCOUNT	UNIT PRICE	AMOUNT
1	1.00		TAYLOR COVE SE-3 LIFT STATION REHAB		401-0-169-9000-475	19,825.00	19,825.00

SUBTOTAL: 19,825.00  
TAX: 0.00  
SHIPPING: 0.00

**TOTAL: 19,825.00**

TAXABLE: No  
CONFIRMING:

  
\_\_\_\_\_  
AUTHORIZED SIGNATURE

**IMPORTANT: OUR ORDER NUMBER MUST APPEAR ON EVERY INVOICE AND PACKAGE**

This order is given upon the representation and guaranty of the manufacturer or seller that no breach of any State or Federal Law or Regulation has occurred in connection with the manufacturing, processing, branding, labeling or transportation of the merchandise herein mentioned. If such breach occurs or is charged by any legally constituted State or Federal authority, The buyer shall be entitled to rescind the order and return the unused merchandise and shall also be held harmless by the manufacturer or seller against any penalty incurred and/or the cost of defense of any proceeding designed to penalize the buyer therefore.

**OKEECHOBEE UTILITY AUTHORITY**

**PURCHASE REQUISITION**

Please provide a PO for the following items; reply to Jess Manson (Supervisor), Maintenance Dept.

Fax : 863-357-2078  
 Attn: Travis Baugh  
 Phone : 863-467-1599

Vendor: MAXX ENVIROMENTAL  
 Address: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_  
 State: \_\_\_\_\_  
 Zip: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Fax: \_\_\_\_\_  
 Contact: BRAD

Additional Quotes	
Amount	Company
No Quote	TRIO
No Quote	HINTERLAND

Check if Sole Source

TAYLOR COVE L/S REHAB

Date

Ship Via Best Way

Quantity	Description/Part Number	Unit Price	Amount	Acct #
1	SE-3 REHAB	19,825.00	19,825.00	401-0-169-9000-475
			0.00	
			0.00	
			0.00	
			0.00	
			0.00	
			0.00	
			0.00	
			0.00	
			0.00	
			0.00	
			0.00	
			0.00	
			0.00	

**TOTAL 19,825.00**

Requested by: Chris Weeks

Approved by: Jess Manson



3610 Fiscal Court  
 Riviera Beach, FL 33404  
 (561) 398-2781 C  
 (561) 881-0013 F  
 maxxenvironmental.com

# Proposal - Sanitary Sewer Lift Station Rehabilitation

Mr. Travis & Mr. Jess Manson  
 Okeechobee Utility Authority - 371 Hwy 78 West  
 Okeechobee, FL 34974

May 25, 2023

**LS # SE-3; 403 SE Eighth Street**

Wet Well 6' Dia X 15' Deep = 325sf	
Surface prep & Sewpercoat application wet well & vault @ \$25/sf:	\$8,125.00
Install new OUA furnished gate & check valves:	\$2,500.00
Remove existing 4" DIP piping & fittings and furnish & Install new 4" HDPE riser pipes from pump base elbow flanges up and out of the wetg well, into the valve vault and connect to the valves.	\$9,200.00

<b>Total LS SE-3:</b>	<b>\$19,825.00</b>
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- Maxx:** Mobilization  
 Plug incoming pipe (low flow) and monitor collection manhole  
 Repairs to infiltration & Surface profile & preparation  
 Sewpercoat application at minimum thickness 1 inch  
 Removal & replacement of plumbing as listed  
 Ten (10) year Sewpercoat manufacturer's warranty for both product and installation

- OUA:** Excavate between wet well & valve vault prior to mobilization  
 Water source - to be provided on-site or nearby  
 Provide Vac/Suck truck support as needed  
 Provide crane truck assistance

Thank you very much,

Brad Miller  
 Maxx Environmental, LLC



*2nd Quote*

Quotes for rehab on SE-3 Taylor Cove Lift Station

Jess contacted [redacted] in an attempt to get a quote from them to rehab the SE-3 Taylor Cove sewer lift station listed above. He was informed they were too busy and would not be able to come over to look at the station to give us a quote or do the work.

*3rd Quote.*

Chris contacted [redacted] multiple times via text and phone calls and was unable to get anyone to respond to meet him at the station to look at it to give a quote to rehab it.

Thursday June 8, 2023

**OKEECHOBEE UTILITY AUTHORITY**

**AGENDA ITEM NO. 27**

**JUNE 20, 2023**

**FY23 WASTEWATER PUMP STATIONS**

The FY23 budget identified four wastewater pump stations for rehabilitation at a budget cost of \$100,000. Pump station SE-7 has already been rehabilitated.

Please find attached a proposal to rehabilitate the three remaining pump stations listed: NW18, NW4 and SW13.

Three companies were either contacted or were called on numerous occasions. The two that were contacted submitted quotes for the work: Maxx Environmental LLC and Hinterland Group, Inc.

**NW18**

Maxx Environmental LLC	\$ 20,262.00
Hinterland Group, Inc	\$ 96,400.00

**NW4**

Maxx Environmental LLC	\$ 53,596.00
Hinterland Group, Inc	\$ 108,500.00

**SW13**

Maxx Environmental LLC	\$ 25,413.00
Hinterland Group, Inc	\$ 190,442.00

The total proposal pricing by Maxx Environmental is \$99,271.00. Maxx has completed several projects for the OUA. Most recently, Maxx did the work at SE-7. Work was completed on time, within budget and work effort was rated at very efficient.

**OUA staff recommends approval of Maxx Environmental LLC to complete the proposed rehabilitation of Stations NW18, NW4 and SW13 for \$99,271.00.**



3610 Fiscal Cour  
 Riviera Beach, FL 3340  
 (561) 398-2781  
 (561) 881-0013  
 maxxenvironmental.com

# Proposal - Sanitary Sewer Lift Station Rehabilitation

Mr. Travis & Mr. Jess Manson

April 18, 2023

OUA, 371 Hwy 78 West, Okeechobee, FL 34974

## LS NW-18; Laundromat - 3691 US 441 South

Wet Well 6' Dia X 18' Deep = 381sf + Vault 5' X 5' X 5' Deep = 125sf - Total 506sf;	
Removal of existing black epoxy via glass-blast & surface prep @ \$4/sf:	\$2,024.00
Surface prep & Sewpercoat application wet well & vault @ \$23/sf:	\$11,638.00
Removal of old & Install new 4" HDPE from base elbows to check valves:	\$5,400.00
Maxx set-up & maintain bypass:	\$1,200.00

OUA: Provide bypass pump w/ 4" hoses (Maxx to set-up), Install above ground pump-out, Excavate between well & vault, Vac/Suck truck support.

**Total LS NW-18: \$20,262.00**

## LS NW-04; Ben's - 921 NW 12th Street

Wet Well 8' Dia X 21' Deep = 603sf + Vault 5' X 5' X 6' Deep = 145sf - Total 748sf;	
Removal of existing green high-build epoxy by hand @ \$4/sf:	\$2,992.00
Surface prep & Sewpercoat application wet well & vault @ \$23/sf:	\$17,204.00
Furnish (26K) & install new 10' gate valves & check valves & SS megaflanges:	\$27,800.00
Install new SS base plates under existing pumps:	\$4,100.00
Maxx set-up & maintain bypass:	\$1,500.00

OUA: Provide bypass pump w/ 6" hoses (Maxx to set-up), Provide truck w/crane to help with pulling pumps and valve removal & replacement, Vac/Suck truck support.

**Total LS NW-04: \$53,596.00**

## LS #SW-13; McDonald's - 4151 US 441 South

Wet Well 6' Dia X 15' Deep = 325sf + Vault 4' X 4' X 5' Deep = 94sf - Total 419sf;	
Removal of existing black epoxy via sandblasting @ \$4/sf:	\$1,676.00
Surface prep & Sewpercoat application wet well & vault @ \$23/sf:	\$9,637.00
Install new OUA furnished 8" HDPE riser pipes from base elbows to 1st valves:	\$4,600.00
Furnish & Install new 2" PVC riser pipe out to vault, new 3" check and plug valves,	
New 3" DIP from valves & connect to pipe outside vault:	\$5,200.00
Install new SS base plates under existing pumps:	\$3,100.00
Maxx set-up & maintain bypass:	\$1,200.00

OUA: Provide bypass pump w/ 4" hoses (Maxx to set-up), Vac/Suck truck support.

**Total LS SW-13: \$25,413.00**

<b>Overall (3) LS's:</b>	<b>\$99,271.00</b>
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Hinterland Group, Inc.  
 2051 W Blue Heron Blvd  
 Riviera Beach, FL 33404  
 (561) 640-3503 - Phone

ALL PO's/Contractual Issuances are to be emailed to: [info@hinterlandgroup.com](mailto:info@hinterlandgroup.com)

**Proposal # 23-0081-03**

**ADDRESS**  
 Okeechobee Utility Authority  
 Travis Baugh  
[tbaugh@ouaf.com](mailto:tbaugh@ouaf.com)

**DATE: 5/23/2023**



**JOB NAME:** Lift Station NW-18 Rehab

ACTIVITY	QUANTITY	UNIT	RATE	AMOUNT
----------	----------	------	------	--------

<b>Upgrade of Lift Station NW-18</b>	1	LS	\$96,400.00	\$96,400.00
<ul style="list-style-type: none"> <li>- Mobilization of crew and equipment</li> <li>- Put lift station on bypass and maintain for duration of work</li>   <li>- Remove and replace existing 4" riser pipes with new HDPE risers from bases to check valves (Valves to remain)</li>   <li>- Install new SS Baseplates under existing bases</li> <li>- Remove and Reinstall existing guiderails and brackets</li>   <li>- Clean and prep wet well and valve vault for Installation of REFRATTA HAC 100 Coating</li> </ul>				

<b>TOTAL</b>	<b>\$</b>	<b>96,400.00</b>
--------------	-----------	------------------

- Exclusions:**
- No Permit fees, Bonding or As-Builts included
  - No restoration or surface work included in proposal
  - Minor leak stopping included, any major leaks will be billed additionally
  - Anything else not specifically listed above

ALL PO's/Contractual Issuances are to be emailed to: [info@hinterlandgroup.com](mailto:info@hinterlandgroup.com)

Accepted By: \_\_\_\_\_ Accepted Date: \_\_\_\_\_



Hinterland Group, Inc.  
 2051 W Blue Heron Blvd  
 Riviera Beach, FL 33404  
 (561) 640-3503 - Phone

ALL PO's/Contractual Issuances are to be emailed to: [info@hinterlandgroup.com](mailto:info@hinterlandgroup.com)

**Proposal # 23-0081-01**

**ADDRESS**

Okeechobee Utility Authority  
 Travis Baugh  
[tbaugh@ouafl.com](mailto:tbaugh@ouafl.com)

**DATE: 5/23/2023**



**JOB NAME:** Lift Station SW-13 Rehab

ACTIVITY	QUANTITY	UNIT	RATE	AMOUNT
----------	----------	------	------	--------

<b>Upgrade of Lift Station SW-13</b>	1	LS	\$108,500.00	\$108,500.00
<ul style="list-style-type: none"> <li>- Mobilization of crew and equipment</li> <li>- Put lift station on bypass and maintain for duration of work</li>   <li>- Remove and replace existing piping within the wet well and valve vault, and make connection to FM just outside vault. 2" PVC in wet well and 3" DIP in vault.</li> <li>- Install new SS Baseplates under existing bases</li> <li>- Remove and Replace guiderails and brackets</li> <li>- Clean and prep wet well and valve vault for Installation of REFRATTA HAC 100 Coating</li> <li>- Includes Mueller check valves and Dezurik plug valves</li> </ul>				

**TOTAL \$ 108,500.00**

**Exclusions:**

- No Permit fees, Bonding or As-Builts included
- No restoration or surface work included in proposal
- Minor leak stopping included, any major leaks will be billed additionally
- Anything else not specifically listed above

ALL PO's/Contractual Issuances are to be emailed to: [info@hinterlandgroup.com](mailto:info@hinterlandgroup.com)

Accepted By: \_\_\_\_\_ Accepted Date: \_\_\_\_\_



Hinterland Group, Inc.  
 2051 W Blue Heron Blvd  
 Riviera Beach, FL 33404  
 (561) 640-3503 - Phone

ALL PO's/Contractual Issuances are to be emailed to: [info@hinterlandgroup.com](mailto:info@hinterlandgroup.com)

**Proposal # 23-0081-02**

**ADDRESS**

Okeechobee Utility Authority  
 Travis Baugh  
[tbaugh@ouaf.com](mailto:tbaugh@ouaf.com)

**DATE: 5/23/2023**



**JOB NAME:** Lift Station NW-04 Rehab

ACTIVITY	QUANTITY	UNIT	RATE	AMOUNT
----------	----------	------	------	--------

<b>Upgrade of Lift Station Nw-04</b>	1	LS	\$190,442.00	\$190,442.00
<ul style="list-style-type: none"> <li>- Mobilization of crew and equipment</li> <li>- Put lift station on bypass and maintain for duration of work</li>   <li>- Remove and replace existing 10" valves inside vault</li> <li>- Install new SS Baseplates under existing bases</li> <li>- Remove and Reinstall existing guiderails and brackets</li>   <li>- Clean and prep wet well and valve vault for Installation of REFRATTA HAC 100 Coating</li> <li>- Removal of epoxy coating from wet well and Valve vault</li>   <li>- Clean and prep two terminal manholes and coat with Refratta HAC 100</li> <li>- Includes Mueller check valves and Dezurik plug valves</li> </ul>				

**TOTAL \$ 190,442.00**

**Exclusions:**

- No Permit fees, Bonding or As-Builts included
- No restoration or surface work included in proposal
- Minor leak stopping included, any major leaks will be billed additionally
- Anything else not specifically listed above

ALL PO's/Contractual Issuances are to be emailed to: [info@hinterlandgroup.com](mailto:info@hinterlandgroup.com)

Accepted By: \_\_\_\_\_ Accepted Date: \_\_\_\_\_

### Quotes for rehab on NW-4, NW-18, SW-13

Jess contacted Trio Development 5 times in an attempt to get a quote from them to rehab the 3 sewer lift stations listed above. The first 3 attempts he was informed they were going to meet with us at some point in time to take a look at the stations but couldn't give us a time frame of when. The 4<sup>th</sup> time Jess contacted them he was informed by one of their male employees, name unknown, he thought they may be too busy to be able to give us quotes or do the work. The 5<sup>th</sup> time Jess contacted them he was informed by one of their female employees, name unknown, they were too busy to give us quotes or do the work.

# OKEECHOBEE UTILITY AUTHORITY

## AGENDA ITEM NO. 28

JUNE 20, 2023

### **PINE RIDGE PARK CHANGE ORDER NO. 2**

On July 21, 2022, the engineer and contractor for the Pine Ridge Park Utility Improvements project submitted PR Park Change Order No. 1 for review and acceptance by the OUA. At the July 21, 2022, OUA Board meeting, the Board discussed and accepted CO # 1 to take out bid items 11, 13, 21 & 22 and reduce the contract by \$712,125.05. This was done because the project bid came in over budget and the OUA needed to identify another source of money to cover the entire project cost. The short term quick fix was to remove these items until financial means became available to fund this work.

Due to the additional state funding, the OUA has two options, reinstate this work into the Hinterland contract or develop bid documents and publicly bid the work. There are no guarantees as to who, what or for how much the public bidding would provide.

OUA staff, engineers and contractor held several negotiations over returning this work to the contract. Please find attached a proposed Change Order No. 2 returning this work to the project.

- Current contractor will be tasked with doing the work;
- Project costs went up from the \$712,125.05 to \$818,942.65, or approximately a 15% increase. The increase is reportedly due to inflationary pricing on labor, materials, equipment, etc.
- It is also noted that the contractor requesting time, 150 calendar days to do this work. The claim is that his schedule was adjusted to complete the project without doing this work. If it were still in the contract this work would have already been done since Substantial and Final completions days soon. The request is not unreasonable. If approved, the engineering contract would also need to be extended to cover this additional construction time.

If after review and discussion, OUA staff is recommending approval of Change Order No. 2 for the Pine Ridge Park Utility Improvements project. As noted, if approved, the contract price will increase by \$818,942.65 and contract time will increase by 150 calendar days.

Staff is requesting approval and authorization of the OUA Board Chairman to execute the attached change order.



June 13, 2023  
400-089.03

(Sent via email to [crogers@hinterlandgroup.com](mailto:crogers@hinterlandgroup.com))

Mr. Chase Rogers  
Hinterland Group  
2051 W Blue Heron Blvd  
Riviera Beach, FL 33404

Dear Mr. Rogers:

Reference: Contract Modification Number 2  
Pine Ridge Park Utility Improvements  
Okeechobee Utility Authority

Attached is Contract Modification Number 2 for the above referenced project. Contract Modification Number 2 addresses the change in contract price for the addition to the scope of work and the addition of 150 calendar days to the existing contract. The below table provides a description and summarizes the changes to the existing contract.

Description of Work	Quantity	Unit Price	Total Price
1. Mobilization. This affects Bid Item No. 01.	1	\$7,120.05	\$7,120.05
2. Addition of septic tank abandonments. This affects Bid Item No. 11.	111	\$1,370.00	\$152,070.00
3. Addition of sanitary sewer connections from R/W to customer tie-in. This affects Bid Item No. 13.	111	\$3,702.00	\$410,922.00
4. Addition of water service connections from R/W to customer tie-in. This affects Bid Item No. 21.	131	\$1,752.60	\$229,590.60
5. Addition of well disconnections. This affects Bid Item No. 22.	104	\$185.00	\$19,240.00
<i>Subtotal of Items 1 through 5 Above</i>			<b>\$818,942.65</b>
Original Bid Price			\$5,143,000.00
Previous Change Orders			(\$712,125.05)
This Change Order			\$818,942.65
<b>Revised Bid Price</b>			<b>\$5,249,817.60</b>

*Celebrating Service to South Florida Since 1985*

Please review the enclosed documents and have the appropriate Hinterland Group, Inc. personnel sign where indicated for Contractor at the lower right of the Change Order document. Once you have completed your review and these documents have been signed, return a scanned copy to our office. We will forward the documents to the Okeechobee Utility Authority for their review and approval.

If you have any questions or require additional information pertaining to this project, please do not hesitate to contact me.

Sincerely,



Doug Hammann, P.E.

Encl.

V:\Projects\CSFL122\Documents\Okeechobee\235-006.03 Pine Ridge Park Utility Improvements - SDC\Change Orders\Change Order No. 2 - Private Side Plumbing\3- To Hinterland\Change Order No. 2.docx

*Celebrating our 32<sup>nd</sup> Year of Service to South Florida*

**CONTRACT MODIFICATION  
(CHANGE ORDER)**

**DATE:** June 13, 2023

**PROJECT NO:** 235-006.03

**CONTRACTOR MODIFICATION NO:** 2

**OWNER:** Okeechobee Utility Authority

**PROJECT:** Pine Ridge Park Utility Improvements

**CONTRACTOR:** Hinterland Group, Inc.

The following modifications to the Contract are hereby ordered:

This contract modification has been prepared to provide a change in the contract price for the addition of project scope. The following table summarizes the items related to the addition in project scope.

Description of Work	Quantity	Unit Price	Total Price
1. Mobilization. This affects Bid Item No. 01.	1	\$7,120.05	\$7,120.05
2. Addition of septic tank abandonments. This affects Bid Item No. 11.	111	\$1,370.00	\$152,070.00
3. Addition of sanitary sewer connections from R/W to customer tie-in. This affects Bid Item No. 13.	111	\$3,702.00	\$410,922.00
4. Addition of water service connections from R/W to customer tie-in. This affects Bid Item No. 21.	131	\$1,752.60	\$229,590.60
5. Addition of well disconnections. This affects Bid Item No. 22.	104	\$185.00	\$19,240.00
<i>Subtotal of Items 1 through 5 Above</i>			\$818,942.65
Original Bid Price			\$5,143,000.00
Previous Change Orders			(\$712,125.05)
This Change Order			\$818,942.65
<b>Revised Bid Price</b>			<b>\$5,249,817.60</b>

**TOTAL AMOUNT THIS CONTRACT MODIFICATION = \$818,942.65**

**CONTRACT AMOUNT**

**CONTRACT TIME (CALENDAR DAYS)**

Original	\$5,143,000.00	Original	455
Previous Change Orders (-/+)	(\$712,125.05)	Previous Change Orders (-/+)	0
This Change Order (-/+)	\$818,942.65	This Change Order (-/+)	150
Revised Contract Amount	\$5,249,817.60	Revised Contract Amount	605

**OWNER**

OUA  
100 SW 5<sup>th</sup> Avenue  
Okeechobee, FL 34974-4421

By: \_\_\_\_\_

Date: \_\_\_\_\_

**ENGINEER**

Eckler Engineering, Inc.  
4700 Riverside Drive, Ste 110  
Coral Springs, FL 33067

By: Douglas Hamm

Date: 6/13/2023

**CONTRACTOR**

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

By: [Signature]

Date: 6/13/23



## Change Order Proposal

**To:** Okeechobee Utility Authority  
**Attn:** Doug Hammann, CHA Companies

**Date:** April 27, 2023  
**Revised:** June 12, 2023  
**Proposal No:** 001R2  
**HG Project No:** 22-0039-00

**Project:** Okeechobee Utility Authority: Pine Ridge Park Utility System Improvements

**Description:**

This change order proposal covers the requested additional scope of work. Four item quantities are going from a quantity of 0 to quantities as shown below and are summarized in the table below. Item No. 1 represents general condition elements that are added because of the addition of items No. 1 through 6, as of a result of the quantities being added in Bid Items 11,13,21,and 22.

Item #	Description	Qty	Unit	Unit Price	Extended Price	Additional Time
No. 01	Mobilization (Additional costs due to work being added to the scope.)	1	L.S.	\$7,120.05	\$7,120.05	
No. 11	Abandon Septic Tanks, Complete	111	EA	\$1,370.00	\$152,070.00	
No. 13	Furnish and Install Sanitary Service Connections (R/W to Customer Tie-in), Complete	111	EA	\$3,702.00	\$410,922.00	
No. 21	Furnish and Install Water Service Connections (R/W to Customer Tie-in), Complete	131	EA	\$1,752.60	\$229,590.60	
No. 22	Abandon wells, Complete	104	EA	\$185.00	\$19,240.00	
<b>Sub Total:</b>					\$818,942.65	150 Days
<b>Total</b>					\$818,942.65	

**Qualifications:**

Delays due to inspections not included.

Any delays due to Covid-19 from any party in the supply, production or construction chain will require time in addition to that shown.

150 Days of additional time is a lump sum/time amount

Accepted By: \_\_\_\_\_

Accepted Date: \_\_\_\_\_

# OKEECHOBEE UTILITY AUTHORITY

## AGENDA ITEM NO. 29

JUNE 20, 2023

### SWTP PERIMETER FENCE

At the last OUA Board meeting there was an agenda item addressing deficiencies at the surface water treatment plant as determined from a site visit conducted by an OUA Board member.

Several of the Board members discussed the need for a better perimeter fence around the facility. The current fencing is a combination of field wire and chain link. A few of the Board members were adamant that the site needed to be entirely fenced with a chain link fence that had a three-strand barbed wire top as is currently found along some of the perimeter.

Further discussions by these Board members were had concerning OUA liability or negligence should someone enter the property and get hurt due to open tanks, electric equipment and stored chemicals. Additionally, there were other discussions concerning terrorist threat levels and how other water treatment plants were protected.



These discussions led to a directive to staff to obtain quotes for perimeter fencing with an automatic gate at the entrance. OUA staff obtained three quotes:

Adron Fence	\$ 164,581.00 (+ \$15,696.00 for the automatic opening)
Chobee Fencing	\$ 181,371.00 (included \$5,000 for gate operations)
C-D Ag Services	\$ 150,000.00 (no comment on gate operations)

While Adron Fence did not have the best price for fencing, they provided a complete price for automatic gate operations (card reader, keypad and remote wireless call box with remote opening).

Attached are the three quotes. Additionally, Adron provided information on the automated gate that they are proposing.

After review and discussion, staff is requesting direction from the OUA Board.

Treasure Coast Office

601 21<sup>st</sup> St. Suite 300  
Vero Beach, FL 32960  
(772) 562 0022



"FENCING YOU IN SINCE 1962"

1 800 282 5172  
Email: info@adronfence.com  
Fax: 863 763 8404



Main Office

1132 NE 12<sup>th</sup> St.  
Okeechobee, FL 34972  
(863) 763 6255

JOB NAME: OUA Water Plant

DATE: 5/22/23

JOB ADDRESS: 371 FL-78

CONTACT: Kevin Rogers

Okeechobee Fl 34974

PHONE: 863-763-3239

MAILING ADDRESS: \_\_\_\_\_

CELL: \_\_\_\_\_

EMAIL ADDRESS: kroddgers@ouafl.com

FAX: \_\_\_\_\_

DIRECTIONS: \_\_\_\_\_

STYLE FENCE GALVANIZED CHAINLINK

POOL CODE  YES  NO

HEIGHT 8'4" FOOTAGE 3919'

HEIGHT \_\_\_\_\_ FOOTAGE \_\_\_\_\_

WIRE 9GA 2" MESH

SERVAE	BK
CONCRETE	10"

LINE POST 2 1/2" x 11' #40

CONCRETE	12"
----------	-----

TERMINAL POST 4" x 12' #40

POST SPACE	10"
------------	-----

TOP/BRACE/BOTTOM RAIL 1 5/8" #40

CONCRETE	10"
----------	-----

TENSION WIRE BOTTOM 7GA

BARBED WIRE CLASS III

WALK GATE \_\_\_\_\_ SIZE \_\_\_\_\_ FRAME \_\_\_\_\_

WALK GATE \_\_\_\_\_ SIZE \_\_\_\_\_ FRAME \_\_\_\_\_

WALK GATE POST \_\_\_\_\_ 

CONCRETE	12"
----------	-----

DOUBLE GATE 1 SIZE 20 FRAME \_\_\_\_\_

DRIVE GATE POST 4" x 4"

CONCRETE	12"
----------	-----

CANTILEVER GATE 1 SIZE 26 FRAME \_\_\_\_\_

DRIVE GATE POST 6" x 6"

CONCRETE	16"
----------	-----

CORE DRILL/ASPHALT \_\_\_\_\_

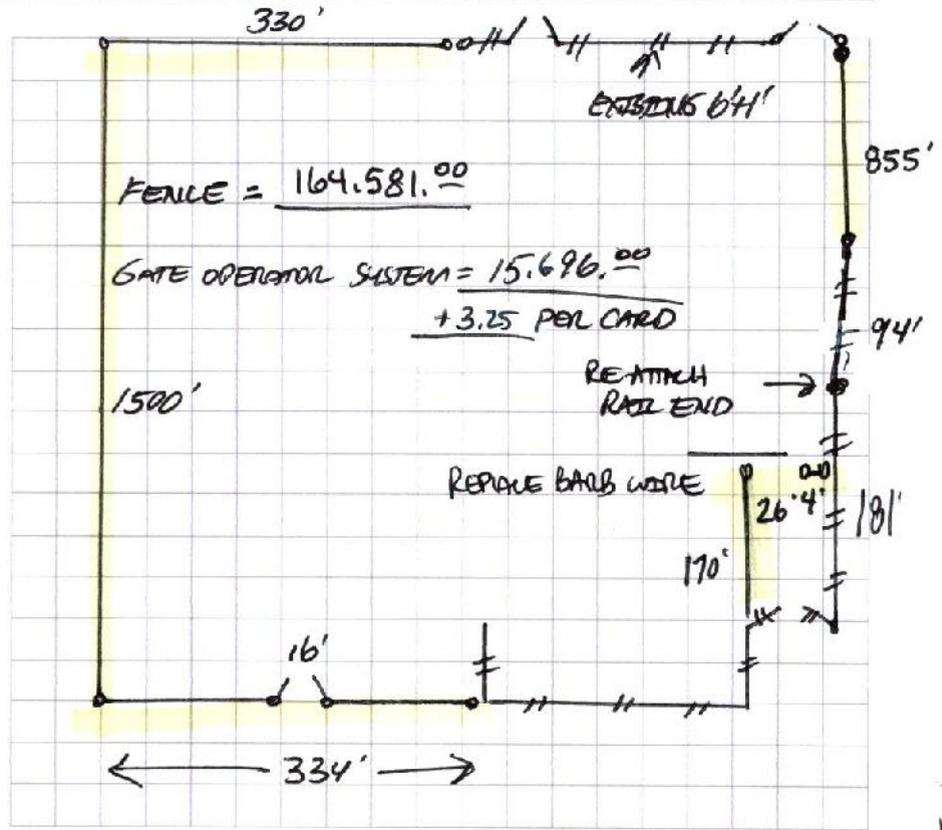
PROP LINES CLEARED By Owner

PROP MARKS VISABLE By Owner

PERMIT INCLUDED

SPECIAL INSTRUCTIONS \_\_\_\_\_

CLEARING / GRADING BY OTHER



\*Adron Fence is not responsible for being directed to dig on top of any unmarked lines.

CUSTOMER APPROVAL \_\_\_\_\_

COST ABOVE DEPOSIT \_\_\_\_\_ BALANCE \_\_\_\_\_

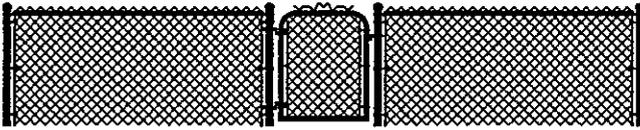
TERMS 1/2 down - Balance due upon completion

THIS PRICE EFFECTIVE UNTIL 30 Days

SALESMAN Jason Raulerson



2% Service fee applied to credit card payments



ADRON FENCE CO., INC.  
2762 N. W. 4th STREET  
OKEECHOBEE, FLORIDA 34972-2337  
(800) 282-5172

## CHAINLINK FENCE SPECIFICATION

FABRIC: 96" 9 GA. 1.2 OZ. GALVANIZED (2" Mesh) CHAIN LINK FABRIC.

TOP RAIL: 1 5/8" O.D. FULL WEIGHT PIPE, 2.27 lbs. per foot. Top rail 21' in length, joined with 1 5/8" SLEEVE.

LINE POST: 2 1/2" O.D. FULL WEIGHT PIPE, 3.65 lbs. per foot. Line posts set 10' on center maximum spacing. Concrete footing: 10" diameter, 36" depth.

TERMINAL POST: 3" O.D. FULL WEIGHT PIPE, 5.79 lbs. per foot. Concrete footing: 12" diameter, 36" depth.

BRACING: Terminal posts braced to the nearest line post with 1 5/8" O.D. FULL WEIGHT PIPE.

GATES: Framework of 1 5/8" FULL WEIGHT PIPE, 2.27 lbs. per foot. Gates braced and trussed as necessary. Same fabric as fence.

GATE POST: 4" O.D. FULL WEIGHT PIPE, 9.11 lbs. per foot. Concrete footing: 12" diameter, 36" depth.

TENSION WIRE: 7 GA. COIL SPRING GALVANIZED TENSION WIRE attached to bottom of fence fabric with 9 GA. ALUMINUM HOG RING spaced 24" on center.

FITTINGS: REGULAR BRACE BAND & CARRIAGE BOLT, SEMI-STEEL COMBO RAIL-END, PRESSED STEEL LOOP CAP, PRESSED STEEL CAP, 3/16" X 3/4" TENSION BAR, REGULAR TENSION BAND & CARRIAGE BOLT.

TIE WIRE: 8 1/4" 9 GA. ALUMINUM TIE WIRE spaced 15" on center for line posts & 24" on center for rails.

POST FOOTING: TRUCK POURED CONCRETE.

**NEW**



# SLIDE GATE OPERATOR

2200<sub>LBS</sub> CAPACITY



**RESIDENTIAL AND COMMERCIAL**  
CLASS I, CLASS II, CLASS III, AND CLASS IV VEHICULAR GATE OPERATOR



**COMPATIBLE WITH VIKING WIRELESS PRODUCTS**

- Wireless Master/Slave Kit provides secure and reliable wireless communication.
- Remote access to the control board settings, programming, operator diagnostics, controls, gate status and error notifications, all from the convenience of a computer or any compatible handheld device.
- Plug & Play connection for Viking wireless expansion products.



**BATTERY BACKUP**

- Standard Battery Backup provides 100 continuous cycles at 100% duty cycle.
- With Viking's "True" Battery Backup System, batteries are not used during normal operation, maximizing battery life.



**LIGHTNING PROTECTION**

- Advanced Lightning strike protection up 20,000 volts / 10,000 Amps.
- On-board surge protection monitoring.



**DIGITAL LIMITS**

- Simple, push button limit setup.
- Adaptive Digital Limit control maintains open and close limit position during changing environments and power failures.



**DIAGNOSTICS DISPLAY**

- On-board LCD screen displays voltages, amps, gate status and diagnostics.



**INTERGATED HEATER**

- Built-in heater for operating temperatures down to -20°F.
- This will allow you run your operator in the coldest conditions.



**SOLAR SMART**

- Power Saving technology minimizes current draw while at standby.



Operational Voltage	... 24 VDC with 1HP Motor
Main Power Source Options	... 115 / 230 VAC Single Phase 24V AC/DC (Included Power Supply)
Battery	.. 7 AmpHr 12 VDC x 2
Max Gate Capacity	... 2200 lbs / 75'
Operating Speed	... 12" per second
Battery Backup	... 100 Full Cycles (2200 lbs)
Maximum Duty Cycle	... 100% Continuous Cycle
Operating Temperature	... - 20° F to + 158° F

**WARRANTY:**  
**7 YEAR RESIDENTIAL**  
**5 YEAR COMMERCIAL**





**WATCHMAN**<sup>®</sup>  
Your Virtual Security Guard

**W480** model

Can integrate with CellGate external cameras

Advanced Telephone Entry  
with Live Streaming Video

by cellgate

For single family and multi-tenant applications, supports up to 1,500 directory listings



W480



## Part Numbers

AA1MLPE VZN  
AA1MLPE ATT  
AA1MLPE INT

Recessed Mount Kit  
ENC-WRM1001

## > Key Features

- Streaming cellular or internet video telephone entry
- Brilliant 8" color touchscreen
- Verizon or AT&T LTE service, ships with both SIM cards  
[No VoIP fees required](#)
- Integrates with up to 3 external cameras
- Calls up to 6 app video contacts and 3 voice-only numbers per directory listing
- Voice Mail Intelligence - VMI  
[System ignores voice mail and continues call group](#)
- Built-in HID card reader
- 1 native 26-bit Wiegand expansion port
- 10,000 local codes and 64,000 non-local codes
- Prop open notification  
[if gate is left open more than 3 minutes](#)
- Integrates with any CellGate product through TrueCloud™



powered by:



## W480 Feature Spotlight



QR CODE VISITOR MANAGEMENT



SMART SCREEN CALL MANAGEMENT

### Brilliant 8" Color Touchscreen

Larger, brighter, higher-contrast screen for improved user experience and performance in direct sunlight.

### QR Code Visitor Management

Visitors can receive QR code invites with restricted date/time access on their smart phones.

### Smart Screen Call Management

Customizable touch screen call options, for improved visitor management.

External Camera Options

Up to 3 external cameras

### Photos

- Taken on entry transactions and on demand
- Cloud-stored still photos

### Recorded Video

- Pixel activated video stored on SD card or accessible via CellGate technical support
- Recording w/6-second pre-record



\*See external camera sheet for more details



**WATCHMAN®**  
Your Virtual Security Guard

**W480** model

Can integrate with CellGate external cameras 

Advanced Telephone Entry  
with Live Streaming Video

by  cellgate

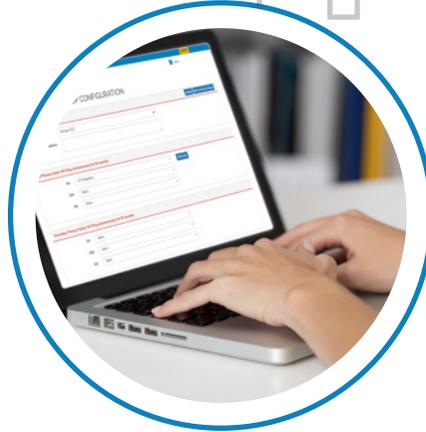


powered by: 

## Web Portal

Manage All Your CellGate Hardware on One Dashboard

- Master login for multiple properties
- Login privileges with multiple user tiers
- Call group management
- Resident and visitor credential management
- Mass credential management
- Manage Resident app functions:
  - Allow residents to issue visitor QR code
  - Allow residents to manage call groups
- Setup and management of notifications, gate hold open schedules
- Date/time logs of all gate and door access attempts, access codes used, and photos of each gate access attempt



## cellgate App

- Receive video/audio calls from visitors
- Create and send visitor QR codes
- Momentary open or hold open commands
- Create access codes
- Take photos from internal and external cameras

Apps Available on the App Store and Google Play



## Customer Support

Dedicated team for multi-tenant property management support

- Included with your service subscription at no charge
- Assists with account setup
- Credential portal upload support
- Both personalized and virtual TrueCloud portal video training
- TrueCloud portal and Cellgate app support for the life of your account



SCAN FOR W480  
MONTHLY SERVICE PLANS



SCAN FOR TECHNICAL  
SPECIFICATIONS



1.855.694.2837

 cellgate

cell-gate.com

**OKEECHOBEE UTILITY AUTHORITY**

**AGENDA ITEM NO. 30**

**JUNE 20, 2023**

**2023 VEHICLE PURCHASE AGENDA ITEM**

In the FY23 budget the OUA has listed the following vehicles for purchase:

- Unit #411 F150/1500 4X2 Meter Reader
- Unit #531 F350/3500 4X2 (with utility body) Maintenance
- Unit #436 F250/2500 4X4 (with utility body) Wastewater
- Unit #513 F150/1500 4X4 Maintenance

In telephone conversations with the various potential bidders, several topics have come up repeatedly:

- Vehicle quotas for government sales contracts (Florida Sheriffs and Sourcewell to name a few) have been filled and are closed to new orders for now;
- New orders may open sometime late Summer or early Fall;
- If ordered this summer, expectation for delivery will be early Spring 2024;

The OUA sent out solicitations to the following (in no particular order):

Gilbert Chevrolet  
Stingray Chevrolet  
Alan Jay Automotive Group  
Garber Automall  
Gilbert Ford  
Duval Ford  
Starke Motorcars  
Bozard Ford  
Sourewell

As noted previously, there appears to be a very long lead time (6-9 months) from the placement of an order prior to delivery. If so, should vehicle purchases for next year (FY24) be considered now?

Tentative FY24 vehicles:

- Unit #406 F350/3500 4X2 (with utility body) Maintenance
- Unit #409 F250/2500 4X2 (with utility body) Meter Reader
- Unit #517 F250/2500 4X2 (with utility body) Maintenance

OUA staff requested seven vehicle quotes from the vendors, all quotes due by June 7<sup>th</sup>. Most of the vendors chose not to respond for various reasons. The following list the responses per each vehicle.

Unit #411 Meter Reader ½ Ton 4X2

Trucks are available. This item is in the FY23 budget for \$30,000.00.

## Okeechobee Utility Authority

### Meter Reader Truck #411

#### 1/2 TON PICKUP TRUCK (4X2)

		FORD	
		F150 Crew Cab, 4 X 2	
Order		Super Crew	Regular
Code	Description	Gilbert	Bozard
F1C	Base Price	\$48,000.00	\$32,361.00
	2.7 L Engine	Incl.	\$1,284.00
	Battery, 650cca		
XL3	Limited Slip Differential		\$469.00
3K	Third Key	\$346.00	\$399.00
KS-71LP	Aluminum Tool Box	N/A	\$899.00
96W	Spray-on Bedliner	\$600.00	\$594.00
	Tow Hooks		
Cabshield L	Cab Shield Headache Rack	N/A	\$1,296.00
YZ	White		
	Strobe Lights	N/A	\$1,449.00
	Interior Value Package	Incl.	N/A
	3 <sup>rd</sup> Brake Light		
85H	Backup Alarm	\$150.00	\$144.00
	Misc Fees	\$6.50	
	Trailer Hitch	Incl.	\$314.00
	Day Time Running Lights	N/A	\$44.00
	TOTAL	\$49,102.50	\$39,253.00

The description column were possible requested items, none were necessarily required. In the end, to compare final pricing, those items included should be considered out for actual final pricing comparisons. So in consideration of this unit, the final pricing for Bozard Ford is much lower if you were to take out the extra items included in the bid provided.

Unit #513 Maintenance ½ Ton 4X4

Trucks are available for sale. This item is in the FY23 budget for \$37,355.00.

## Okeechobee Utility Authority

### Maintenance Department - Unit 513

#### CREW/DOUBLE CAB PICKUP TRUCK, (4X4)

FORD

2023 F150 XL Crew Cab, 4X4		Super Crew	Crew	Crew
Order Code	Description	Gilbert	Bozard	Gilbert
	Base Price	\$47,500.00	\$38,045.00	\$47,705.00
	2.7L Engine, Gas		\$1,284.00	Incl
44G	Transmission, Automatic			
67T	Electric Brake Controller		\$274.00	N/A
YZ	Oxford White			
54Y.59S	Trailer Tow Mirrors			N/A
Cabshield L	Cab Shield Headache Rack		\$1,296.00	N/A
KS-71LP	Aluminum Tool Box		\$899.00	N/A
	Strobe Lights		\$1,449.00	N/A
XL9	Limited Slip Differential		\$469.00	N/A
	Trailer Tow Pkg		\$314.00	Incl
3KR	Third Key	\$346.00	\$399.00	\$346.00
96W	Spray On Liner	\$600.00	\$594.00	\$600.00
	Backup Alarm	\$150.00	\$144.00	N/A
	Misc Fees	\$6.50		
	Daytime Running Lights		\$44.00	N/A
Discount				(\$6,400.00)
<b>TOTAL</b>		<b>\$48,602.50</b>	<b>\$45,211.00</b>	<b>\$42,251.00</b>

In consideration of this unit, the final pricing for Bozard Ford is much lower if you were to take out the extra items included in the bid provided.

Units #406/#531 Maintenance 1 Ton 4X2 with Utility Body

This item is in the FY23 (#531) budget for \$50,000.00 and unit #406 will be in the FY24 budget. .

## OKEECHOBEE UTILITY AUTHORITY

### Maintenance Units #406 & #531

#### 1 Ton Truck Chassis (Dual Rear Wheel) 4X2 (add utility body)

FORD			
F350, 4x2			
Order			
Code	Description	Gilbert	Bozard
	Base Price		\$49,024.00
99N	7.3 L Engine		
D512	Delete Spare Tire & Rim		
67B	HD Alternator		\$114.00
52B	Electric Brake Controller		
X4L	Limited Slip Differential		\$384.00
	Rubber Floor Mats		
3K	Third Key		\$399.00
	Trailer Tow Package		\$1,296.00
	Cab to Axle Upgrade, 11' Bed		\$999.00
	Utility Service Body *		\$17,996.00
	White		
79C	Backup Alarm		\$174.00
	Interior Conv Pkg		
54F	Power Mirrors		
872	Rear Camera		\$414.00
	LED Light Pkg		\$1,449.00
TBM	LT245 Tire Upgrade		\$164.00
67X	Extra Suspension		\$124.00
96D	XL Drive Assist		\$729.00
18B	Running Boards		\$319.00
43C	110V/400W Outlet		\$174.00
52S	Interior Work Surface		\$139.00
	Spray on bed liner		\$996.00
	<b>Total</b>		<b>\$74,894.00</b>

Utility Service Body \* : OUA prefers Reading for this bid, will accept Knapeide if Reading not available

Unit #436 WWTF ¾ Ton 4X4 with utility body

The truck is available for sale. This item is in the FY23 budget for \$45,000.00.

## OKEECHOBEE UTILITY AUTHORITY

### WWTF Truck Unit #436

#### ¾ Ton Truck Chassis (Single Rear Wheel) 4X4 (add utility body)

FORD			
Superduty F250 XL, 4x4		Regular Cab	
Order			
Code	Description	Gilbert	Bozard
	Base Price	\$49,000.00	\$49,647.00
99A	6.8 L Engine	Incl.	Incl.
67E	HD Alternator	Incl.	\$84.00
67T	Electric Brake Controller	Incl.	Incl.
X3E	Limited Slip Differential	N/A	\$429.00
	Rubber Floor Mats		
3K	Third Key	\$346.00	\$399.00
	Trailer Tow Package	N/A	\$1,296.00
	Utility Service Body *	\$11,655.00	\$15,996.00
YAZ	White		
76C	Backup Alarm	\$150.00	\$174.00
54F	Power Mirrors		
872	Rear Camera	Incl.	Incl.
	LED Light Pkg	N/A	\$1,449.00
TBM	Tire Upgrade	Incl.	\$164.00
471	Rear Stabilizer Bar	Incl.	\$159.00
17X	Skid Plates	N/A	\$494.00
96D	XL Drive Assist	N/A	\$729.00
18B	Running Boards	Incl.	\$444.00
43C	110V/400W Outlet	Incl.	\$174.00
66S	Upfitter Switches	Incl.	\$164.00
52S	Interior Work Surface	N/A	\$139.00
	Spray On Bed Liner	\$995.00	\$996.00
	Misc Fees	\$6.50	
	<b>Total</b>	<b>\$62,152.50</b>	<b>\$72,937.00</b>

Utility Service Body \* : OUA prefers Reading for this bid, but will accept Knapeide if Reading not available

In consideration of this unit, the final pricing for Gilbert Ford is much lower even if you were to take out the extra items included in the Bozard bid provided.

Unit #409 Meter Reader ¾ Ton 4X2 with utility body

Truck is on the Gilbert lot and Bozard will need to order. This item will be in the FY24 budget

## OKEECHOBEE UTILITY AUTHORITY

### Meter Reader Alternative Unit #409

#### 3/4 Ton Truck Chassis (Single Rear Wheel) 4X2 (with utility body)

FORD			
Superduty F250 XL, 4x2		Reg Cab	Reg Cab
Order			
Code	Description	Gilbert	Bozard
	Base Price	\$45,905.00	\$47,128.00
99A	6.8 L Engine	Incl.	Incl.
67E	HD Alternator	Incl.	\$84.00
67T	Electric Brake Controller	Incl.	Incl.
X3E	Limited Slip Differential		\$429.00
3K	Third Key	\$346.00	\$399.00
	Trailer Tow Package		\$1,296.00
	Utility Service Body *	\$11,655.00	\$15,996.00
Z1	White		
76C	Backup Alarm	\$150.00	\$174.00
	Interior Conv Pkg		
54F	Power Mirrors		
872	Rear Camera	Incl.	
	LED Light Pkg		\$1,449.00
TBM	Tire Upgrade	Incl.	\$164.00
471	Rear Stabilizer Bar		\$159.00
96D	XL Drive Assist		\$729.00
18B	Running Boards		\$444.00
43C	110V/400W Outlet	Incl.	\$174.00
66S	Upfitter Switches	Incl.	\$164.00
52S	Interior Work Surface		\$139.00
	Spray On Bed Liner	\$995.00	\$996.00
	Misc Fees	\$6.50	
	<b>Total</b>	<b>\$59,057.50</b>	<b>\$69,924.00</b>

Utility Service Body \* : OUA prefers Reading for this bid, will accept Knapeide if Reading not available

In consideration of this unit, the final pricing for Gilbert Ford is much lower even if you were to take out the extra items included in the Bozard bid provided.

Unit #517 Maintenance ¾ Ton 4X2 with utility body

Truck is on the Gilbert lot and Bozard will need to order. This item will be in the FY24 budget

## OKEECHOBEE UTILITY AUTHORITY

### Maintenance Truck Unit #517

#### 3/4 Ton Truck Chassis (Single Rear Wheel) 4X2 (with utility body)

FORD			
Superduty F250 XL, 4x2		Reg Cab	Reg Cab
Order			
Code	Description	Gilbert	Bozard
	Base Price	\$51,175.00	\$47,128.00
99A	6.8 L Engine	Incl.	Incl.
67E	HD Alternator	Incl.	\$84.00
67T	Electric Brake Controller	Incl.	Incl.
X3E	Limited Slip Differential		\$429.00
3K	Third Key	\$346.00	\$399.00
	Trailer Tow Package		\$1,296.00
	Utility Service Body *	\$11,655.00	\$15,996.00
Z1	White		
76C	Backup Alarm	\$150.00	\$174.00
	Interior Conv Pkg		
54F	Power Mirrors		
872	Rear Camera	Incl.	
	LED Light Pkg		\$1,449.00
TBM	Tire Upgrade	Incl.	\$164.00
471	Rear Stabilizer Bar		\$159.00
96D	XL Drive Assist		\$729.00
18B	Running Boards		\$444.00
43C	110V/400W Outlet	Incl.	\$174.00
66S	Upfitter Switches	Incl.	\$164.00
52S	Interior Work Surface		\$139.00
	Spray On Bed Liner	\$995.00	\$996.00
	Misc Fees	\$6.50	
	<b>Total</b>	<b>\$64,327.50</b>	<b>\$69,924.00</b>

Utility Service Body \* : OUA prefers Reading for this bid, will accept Knapeide if Reading not available

In consideration of this unit, the final pricing for Gilbert Ford is much lower even if you were to take out the extra items included in the Bozard bid provided.

## FY23 Vehicles

				Utility Body	Budget Amount	Gilbert Chevrolet	Gilbert Ford	Bozard Ford
#411	Meter	F150/1500	4 X 2		\$30,000.00		\$49,102.50	\$39,253.00
#531	Maint	F350/3500	4 X 2	Y	\$50,000.00			\$74,894.00
#436	WW	F250/2500	4 X 4	Y	\$45,000.00		\$62,152.50	\$72,937.00
#513	Maint	F150/1500	4 X 4		\$37,355.00	\$42,251.00	\$48,602.50	\$45,211.00

In review of the FY23 vehicles, it is a suggestion from staff to wait on the purchase of Unit #531 and Unit #436 since they are both much higher than originally bid. The higher pricing could be from a shortage of vehicles. It is thought that once the portal opens for ordering the price could come down (no guarantee though). There will be a delay between placing the order and seeing the product delivered.

Staff recommends consideration of the purchase of Unit #411 from Bozard Ford for \$39,253.00.

Staff recommends consideration of the purchase of Unit #513 from Bozard Ford for \$45,211.00.

## FY24 Vehicles

				Utility Body	Budget Amount	Gilbert Chevrolet	Gilbert Ford	Bozard Ford
#406	Maint	F350/3500	4 X 2	Y	\$50,000.00			\$74,894.00
#409	Meter	F250/2500	4 X 2	Y	\$35,000.00		\$59,057.50	\$69,760.00
#517	Maint	F250/2500	4 X 2	Y	\$37,355.00		\$64,327.50	\$69,760.00

In review of the FY24 vehicle bids, staff is recommending a rejection of all bids. Staff will investigate other vendors and or wait until the FY24 ordering portal opens.

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 31

JUNE 20, 2023

**PUBLIC COMMENTS**

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 32

JUNE 20, 2023

**ITEMS FROM THE ATTORNEY**

# OKEECHOBEE UTILITY AUTHORITY

## AGENDA ITEM NO. 33

JUNE 20, 2023

### ITEMS FROM THE EXECUTIVE DIRECTOR

#### **Southwest Wastewater Service Area**

- Project 1 Design of the pump station & force main
  - Master Pump Station (MPS)
    - MPS Construction – 90% construction has begun
      - Notice to Proceed: February 20, 2022
      - Substantial: February 19, 2023 (365 calendar days)
      - Final: April 20, 2023 (425 calendar days)
  - Master Force Main (MFM)
    - MFM Construction – 90% construction
      - Notice to Proceed: May 23, 2022
      - Substantial: December 19, 2022 (210 calendar days)
      - Final: January 18, 2023 (240 calendar days)

Both of these projects should have final close out paperwork at the July 2023 OUA Board meeting

- Force Main SE2 Interconnect
  - Anticipated bid advertisement Spring 2023
- 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)
- Project 3 Okee-Tantie
  - Anticipated advertisement Summer 2023

#### **Pine Ridge Park Utility Improvements**

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

#### **SW 5<sup>th</sup> Ave Wastewater System Improvements**

- Still awaiting City Ordinance

#### **US441SE Water Main Extension**

- Early design stage

#### **Treasure Island Septic to Sewer Project**

- Under design

#### **Meetings**

- Met with Lakefront Estates

**OKEECHOBEE UTILITY AUTHORITY**

AGENDA ITEM NO. 34

JUNE 20, 2023

**ITEMS FROM THE BOARD**