

**Coral Springs
Improvement District
Regular Meeting**

Agenda

May 20, 2025

Coral Springs Improvement District

Board of Supervisors
Mark Ritter, President
Ben Groenevelt, Vice President
Travis McEwen, Secretary
Michael Kraus, Assistant Secretary
Robert Rafaneli, Assistant Secretary

Kenneth Cassel, District Manager
Seth Behn, District Counsel
David McIntosh, Director of Operations
Joe Stephens, Director of Utilities

Meeting Agenda

Tuesday, May 20, 2025 at 3:00 p.m.

1. **Call to Order**
2. **Audience Comments**
3. **Presentation by Kimley Horn**
4. **Approval of the Minutes of the April 21, 2025 Meeting**
5. **Financials for April 2025**
6. **Consideration or Resolution 2025-07, Approving the Proposed General Fund Budget and Setting the Public Hearing**
7. **On March 24, 2025, the District issued a formal Request for Proposals (RFP #2025-02) for District Management Services. The solicitation period closed on April 22, 2025, with proposals received from three (3) vendors: Accenture, Inc., Special District Services, Inc., and Inframark, LLC. An Evaluation Committee Meeting was held on May 13, 2025, during which all three vendors provided presentations to the Committee. Upon conclusion of the presentations and subsequent evaluation, Inframark was ranked as the number one firm by the Evaluation Committee. Staff seeks the Board to authorize the District Executive Director to proceed with contract negotiations with Inframark, LLC., the top-ranked firm. Upon completion of negotiations, staff will return to the Board with a proposed agreement for the Board's consideration and execution**
8. **Engineer's Report**
9. **Consideration of Work Authorizations**
 - A. **WA #236 for Production Well 6 Re-Development for a Total Cost of \$85,794**
 - B. **WA #237 for Assessment of Remaining WWTP Structures at a Total Cost of \$22,413**
10. **Staff Reports**
 - A. **Manager – Ken Cassel**

B. Department Reports

- **Operations – David McIntosh**
- **Utilities Update – Joe Stephens**
- **Utility Billing Customer Service Report – Brian Klien (Report Provided)**
- **Water – Christian McShea (Report Provided)**
- **Wastewater – Mike Hosein (Report Provided)**
- **Stormwater – Shawn Frankenhauser (Report Provided)**
- **Field – Kingston Maloi (Report Provided)**
- **Maintenance Report – Jovan Selvon (Report Provided)**
- **Procurement Report – Danielle Keira-Cancel (Report Provided)**
- **Finance and Accounting – Sue Beyer**
- **Human Resources – Jimmy Harness**
- **Engineering – Glen Hanks**
- **Motion to Accept Department Reports**

C. Attorney

11. Supervisors' Requests/Comments

12. Adjournment

***Next regular meeting scheduled for June 9, 2025 at 3:00 p.m. (Second Monday)**

Fourth Order of Business

**MINUTES OF MEETING
CORAL SPRINGS
IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Coral Springs Improvement District was held Monday, April 21, 2025 at 3:00 p.m. at the District Offices, 10300 NW 11th Manor, Coral Springs, Florida.

Present and constituting a quorum were:

Mark Ritter	President
Ben Groenevelt	Vice President
Travis McEwen	Secretary
Robert Rafaneli	Assistant Secretary

Also present were:

Ken Cassel	District Manager
Janice Rustan	District Attorney
Rick Olson	District Engineer
David McIntosh	Executive Director
Joe Stephens	Director of Utilities
Sue Beyer	Director of Finance and Accounting
Glen Hanks	Director of Engineering (Via Teams)
Jimmy Harness	Human Resources Generalist
Danielle Keira-Cancel	Procurement
Shawn Frankenhauser	Stormwater Department
Frank Kozlowski	Field Department
Christian McShea	Water Department
Mike Hosein	Wastewater Department
Brian Klein	Utility Billing and Customer Service
Jovan Selvon	Maintenance Department
Julie Beyer	IT Manager
March Grace	Citrin Cooperman & Company, LLP
Jason Frybergh	CCMC Florida, Inc.
Curt Tiefenbrun	Resident

The following is a summary of the discussions and actions taken.

FIRST ORDER OF BUSINESS

Call to Order

- Mr. Cassel called the meeting to order and called the roll. A quorum was established.

SECOND ORDER OF BUSINESS

Audience Comments

Mr. Frybergh addressed the Board regarding an addition to a property located at 1865 NW 124th Way and requirements related to pervious and impervious areas.

THIRD ORDER OF BUSINESS

**Acceptance of Fiscal Year 2024
Financial Audit**

Mr. Grace provided an overview of the Fiscal Year 2024 financial audit.

On MOTION by Mr. Groenevelt seconded by Mr. McEwan with all in favor the Fiscal Year 2024 Financial Audit was accepted.

Mr. Ritter thanked IT and Accounting for their work assisting the auditors.

FOURTH ORDER OF BUSINESS

**Approval of the Minutes of the March
17, 2025 Meeting**

On MOTION by Mr. McEwan seconded by Mr. Ritter with all in favor the minutes of the March 17, 2025 meeting were approved as presented.

FIFTH ORDER OF BUSINESS

Financials for March 2025

On MOTION by Mr. McEwan seconded by Mr. Ritter with all in favor the financials for March 2025 were approved as presented.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2025-5,
Approving Amendment to Lease Option
Agreement for Cell Tower and Exhibits**

- Mr. McIntosh reviewed the resolution. The District currently has a contract with VB BTS III, LLC for locating a cell tower on District property. The initial contract provided for a two year period for them to get all their documents with the City to start the installation of the project. The project is progressing, but they have not been able to start. They are requesting an additional year.
- Mr. Ritter asked if there will be compensation for the extension. Mr. McIntosh responded the additional compensation for one year will be \$1,500. When the installation is started it will go to \$2,200 per month.

On MOTION by Mr. Groenevelt seconded by Mr. McEwan with all in favor Resolution 2025-5, approving amendment to lease option agreement for cell tower, adopted.

SEVENTH ORDER OF BUSINESS

Resolution 2025-6 Updating the Adoption of Certain Rates, Fees, and Charges for Emergency Repairs Billed to Outside Contractors and Companies for Damages to District Infrastructure

Mr. Stephens reviewed Resolution 2025-6.

On MOTION by Mr. McEwan seconded by Mr. Ritter with all in favor Resolution 2025-6, updating the adoption of certain rates, fees, and charges for emergency repairs billed to outside contractors and companies for damages to District infrastructure, was adopted.

EIGHTH ORDER OF BUSINESS

Staff requests Board approval of the Interlocal Agreement with Broward County for Participation in the Naturescape Irrigation Program. Participation in this program is a requirement of the District's consumptive use program. The contract is for an initial period of 5 years. The agreement has an initial cost of \$3,375.00 with an annual increase of 4%

Mr. Stephens reviewed the Interlocal Agreement.

On MOTION by Mr. McEwan seconded by Mr. Ritter with all in favor the Interlocal Agreement with Broward County for participation in the Naturescape Irrigation Program was approved.

NINTH ORDER OF BUSINESS

Staff request Board consideration of the purchase and installation of five hurricane rated rollup doors for doors that do not meet the current code. Staff will contract with Overhead Door Corporation via the piggyback contract previously approved by the Board (ITB) #22-24-PC City of Deerfield Beach on behalf of the Southeast Florida Governmental Purchasing Cooperative

Group. Approval from the Board was granted to staff at the November 18, 2024 Board meeting to piggyback the Door Systems of South Florida Southeast Florida Governmental Purchasing Cooperative Group contract. We are presenting the Board with another opportunity to purchase five, 610 Series rolling door(s) for \$43,000.00 USD from this contract

The Board reviewed the request.

On MOTION by Mr. Groenevelt seconded by Mr. McEwan with all in favor the purchase and installation of five hurricane rated rollup doors to meet current codes from Overhead Door Corporation at a cost of \$43,000 was approved.

TENTH ORDER OF BUSINESS

Staff requests Board consideration for CSID to piggyback on Contract GEN 0025-24-RFQ, SCADA on Call Continuing Services Contract, between the City of Fort Meyers and GrayMatter up to any term extension of the contract. Staff also requests Board approval of GrayMatter quote in the amount of \$45,068.83 for the waterplant SCADA iFix upgrade. Due to a concern from GrayMatter Staff also asks that the Board gives permission to the District Manager or Executive Director to approve any additional increase to GrayMatter quote due to a documented increase in tariff charges

The Board reviewed the request from staff.

On MOTION by Mr. McEwan seconded by Mr. Groenevelt with all in favor piggybacking off the contract between the City of Fort Meyers and GrayMatter up to any term extension of the contract, and the GrayMatter quote in the amount of \$45,068.83 for the waterplant Scada iFix upgrade, authorizing staff to approve any additional increase due to documented increase in tariff charges, was approved.

ELEVENTH ORDER OF BUSINESS

Staff request Board consideration of a quote in the amount of \$258,563.52 from Trio Development Corporation to carry

our rehabilitation to Lift station 36. The work will be carried out piggybacking on the contract E-04-024 for Lift station Rehabilitation between Trio Development Corp and the City of Pompano Beach. (The Board gave the approval for the District to piggyback on this contract in the 12/16/2024 meeting)

- Mr. Ritter asked how competitive this pricing is and if there are other contracts for rehabilitation of lift stations.
- Mr. Stephens responded there are likely other contracts, but this would have been the most competitive.
- Mr. Ritter asked if going out for RFPs would result in lower pricing. Mr. McIntosh responded most times you get a more competitive price by piggybacking.
- Mr. Cassel stated because of the District’s previous low thresholds, Ms. Kiera-Cancel and other staff are good at getting the most competitive pricing to get the work done without having to go out for RFPs. He also noted Trio has always done a great job for the District.

On MOTION by Mr. Groenevelt seconded by Mr. Ritter with all in favor the quote from Trio Development Corporation in the amount of \$258,563.52 for rehabilitation of Lift Station 36, piggybacking off the City of Pompano Beach contract, was approved.

TWELFTH ORDER OF BUSINESS

Staff requests Board consideration of the following - RFQ# 2025-01 ENGINEERING FOR CONTINUING SERVICES-(CCNA) – Formal solicitation was issued on November 17, 2025 with bid submittals due on March 18, 2025. Nine (9) vendors; Avirom and Associates, Black & Veatch, Caufield & Wheeler, CHA Consulting, Inc., Chen Moore and Associates, Inc., Florida Technical Consultants, LLC., Hazen and Sawyer, Kimley-Horn, and Radise International LC responded to the solicitation. The Evaluation Committee voted to proceed with presentations

from the highest ranked firm(s) at the Evaluation Committee Meeting held on March 25, 2025. A presentation was conducted on April 4 by Kimley Horn, Hazen and Sawyer, and Black and Veatch. Kimley Horn was ranked as the number one firm by the Evaluation Committee after presentations concluded on April 4. We are seeking the Board’s permission to allow the District Manager to enter into a contract with the number one ranked firm, Kimley Horn after negotiations are completed. If an agreement cannot be reached with Kimley Horn, CSID will begin negotiations with Hazen and Sawyer. If an agreement cannot be reached with Hazen and Sawyer, CSID will begin negotiations with Black and Veatc

- Mr. Cassel stated all the firms that submitted are highly qualified. He thinks Kimley Horn will be able to produce for them. They are working on the hourly rates and other details, but they should be okay.
- Mr. Ritter asked how long it would take to get a contract with one of the firms. Mr. Cassel responded 30 days or less.

On MOTION by Mr. McEwan seconded by Mr. Ritter with all in favor the District Manager was authorized to enter a contract with the number one ranked firm, Kimley Horn after negotiations and if negotiations do not work, the District will continue to negotiate with the other firms in order of ranking.

THIRTEENTH ORDER OF BUSINESS

Staff request Board ratification of a staff approved increase in the Board authorized price of the Ford F-350 (price \$97,156) approved at the Board meeting of October 21, 2024. This F-30350 included an installed VENTURO ET12KX 3,500LB. ELECTRIC/HYDRAULIC CRANE. Staff was informed by the manufacturer that there is a six-month lead time for this item. Staff has elected to substitute for

the VENTURO ET16KX 4,000LB. ELECTRIC/HYDRAULIC CRANE which is currently available. This substitution has increased the F-350 price by \$2830.00 for a total of \$99,986.00

On MOTION by Mr. McEwan seconded by Mr. Ritter with all in favor substituting the previously approved Ford F-350 at \$97,156 for the VENTURO ET16KX 4,000-pound electric/hydraulic crane at a total cost of \$99,986 was ratified.

FOURTEENTH ORDER OF BUSINESS Engineer’s Report

Mr. Olson reviewed his report; a copy of which is attached hereto as part of the public record.

- WA #226 – He just received notification last week the engine delivery is scheduled for the week of July 7, 2025. They will coordinate installation around staff’s schedule and weather conditions.
- WA #227 – Notification was received that the permit will be issued in the next two weeks.
- WA #229 – Work is expected to be completed next month.
- WA #233 – Received water quality information last week and anticipate the analysis of the current system will be complete so they will be able to verify whether they will need variable frequency drawings.
- Mr. Ritter asked if the new engineering firm will be able to assist with some of the work on these work authorizations. Mr. McIntosh responded their competency is somewhat different, but they may be able to assist with a couple of items.

FIFTEENTH ORDER OF BUSINESS Consideration of Work Authorizations

A. Amendment to WA #234 for Finished Water Valve Replacement for a Total Cost of \$424,497

Mr. Olson reviewed the work associated with Work Authorization #234.

On MOTION by Mr. McEwan seconded by Mr. Ritter with all in favor Work Authorization #234 was approved.

B. Amendment to WA #235 for 6-Inch Finished Water Line Relocation for a Total Cost of \$75,214

On MOTION by Mr. McEwan seconded by Mr. Ritter with all in favor Work Authorization #235 was approved.

SIXTEENTH ORDER OF BUSINESS

Staff Reports

A. Manager – Ken Cassel

Mr. Cassel reported they had a good meeting with Kimley Horn representatives last week. They sent him some more data today before the meeting, which he has not had a chance to look at but he believes they will successfully complete the contract negotiations to get them on board as soon as possible.

B. Department Reports

• Operations – David McIntosh

- Mr. McIntosh reminded the Board they are preparing for the FASD conference.
- They are experiencing an issue with all residential meters. They were installed about ten years ago and have had continuous issues. They will look into new vendors to install new meters.

• Utilities Update – Joe Stephens

- Mr. Stephens reported he is actively working on three new grant applications.
- They are going to reapply for the Maplewood Isles septic tanks.
- They are waiting for funding to complete some hardening projects as well as five new permanent generators for lift stations.
- He is working with Mr. Frankenhauser and Mr. Olson on Site 18.
- There are some issues with the small water tanks. He reached out to the insurance company, and they sent an adjuster to look at them.
- Mr. Ritter suggested a list of all the grant applications made this calendar year for the next newsletter.
- Mr. Ritter discussed the tree removal project and getting it started before the next hurricane season. He asked what the committed timeframe is. Mr. Stephens responded Ms. Keira-Cancel is working on the bid package now. Ms. Kiera-Cancel stated they should be able to advertise it by the end of this week or beginning of next week.

- **Utility Billing Customer Service Report – Brian Klien (Report Provided)**

Mr. Klien reviewed his report; a copy of which is attached hereto as part of the public record.

- **Water – Christian McShea (Report Provided)**

Mr. McShea reviewed his report; a copy of which is attached hereto as part of the public record.

- **Wastewater – Mike Hosein (Report Provided)**

Mr. Hosein reviewed his report; a copy of which is attached hereto as part of the public record.

- **Stormwater – Shawn Frankenhauser (Report Provided)**

Mr. Frankenhauser reviewed his report; a copy of which is attached hereto as part of the public record.

- **Field –Kozlowski (Report Provided)**

Mr. Kozlowski reviewed his report; a copy of which is attached hereto as part of the public record.

- **Maintenance Report – Jovan Selvon (Report Provided)**

Mr. Selvon reviewed his report; a copy of which is attached hereto as part of the public record.

- **Procurement Report – Danielle Keira-Cancel (Report Provided)**

Ms. Kiera-Cancel reviewed her report; a copy of which is attached hereto as part of the public record. She also reported the bid opening for District Management Services is scheduled for Tuesday, April 22, 2025. There was discussion regarding presentations to be held before the Board.

- **Financing and Accounting – Sue Beyer**

Ms. Beyer reported she is compiling the first draft of the general fund budget and the Department Managers are looking at their water and sewer budgets.

- **Human Resources – Jimmy Harness**

Mr. Harness reported the retirement committee met with the Nationwide representative last week. He came to do a presentation and address issues the District has been having with them. He also reported the new office cleaning company started a couple of weeks ago. They are on Monday and Thursday rotation. He has received positive feedback. Mr. McShea selected a candidate for the summer internship.

- **Engineering – Glen Hanks**

Mr. Hanks reported he has dedicated the past month to fiberoptic permit applications. There are approximately 15 to 20 applications, which recently came in from several fiberoptic suppliers. He is also working with Mr. Stephens on wells analysis and hurricane hardening projects. They are modifying the stormwater regulations related to single family residences and how they can balance the needs to protect the existing flood stages, while accommodating redevelopment. General discussion ensued.

- **Motion to Accept Department Reports**

On MOTION by Mr. Groenevelt seconded by Mr. Ritter with all in favor the Department Reports were accepted.

C. Attorney

- **Legislative Update**

Ms. Rustan reported they continue to work with purchasing staff looking at the contracts for legal sufficiency. She provided a legislative update. The special district bills did not move. It does not look like they will move forward. There is one which may affect the District. It depends on the definitions, but it is the requirement of annual inspection of the stormwater management system. A full analysis will be provided if it passes.

SEVENTEENTH ORDER OF BUSINESS Supervisors’ Requests/Comments

- Mr. McEwan noted at the last staff meeting there was extensive discussion about fluoride. Mr. McIntosh is working on a future workshop to discuss. It may depend on legislation.
- Mr. Rafaneli asked if the Board will be liable for any potential hazardous flooding if someone feels they made the wrong decision. Ms. Rustan responded the Board is protected by Sovereign Immunity.

April 21, 2025

Coral Springs Improvement District

- Mr. Ritter noted Mr. McEwan, Mr. Kraus and Mr. Rafaneli do not have photos or bios on the website. Mr. McIntosh stated they are looking into getting professional headshots of the entire Board. He also asked if the Board would consider moving the May 19, 2025 meeting to May 20, 2025 at 3:00 p.m. There were no objections to moving the date.

EIGHTEENTH ORDER OF BUSINESS Adjournment

There being no further business, the meeting was adjourned.

Assistant Secretary

President

Fifth Order of Business



CORAL SPRINGS IMPROVEMENT DISTRICT

**SUMMARY FINANCIAL REPORTING
BOARD MEETING May 20, 2025**

**CORAL SPRINGS IMPROVEMENT DISTRICT
WATER & SEWER FUND
SUMMARY REPORT**

For Period Ending April 30, 2025

	Actual ENDING 04/2025	*	BUDGET THRU 04/2025	*	VARIANCE Actual to Budget (UNDERBUDGET)	ADOPTED BUDGET FY 2024-2025
REVENUES						
TOTAL REVENUES	\$ 10,295,902	*	\$ 9,785,575	*	\$ 510,327	\$ 16,775,272
CARRY FORWARD	\$ -		\$ 2,712,500		\$ (2,712,500)	\$ 4,650,000
TOTAL REVENUE WITH CARRY FORWARD	\$ 10,295,902		\$ 12,498,075		\$ (2,202,173)	\$ 21,425,272
EXPENDITURES						
TOTAL ADMINISTRATIVE	\$ 1,374,490		\$ 1,757,784		\$ (383,294)	\$ 3,013,344
TOTAL PLANT	\$ 3,915,513		\$ 6,310,414		\$ (2,394,901)	\$ 10,817,852
TOTAL FIELD	\$ 1,373,839		\$ 2,614,118		\$ (1,240,279)	\$ 4,481,345
TOTAL EXPENDITURES	\$ 6,663,842		\$ 10,682,316		\$ (4,018,473)	\$ 18,312,541
AVAILABLE FOR DEBT SERVICE	\$ 3,632,060					\$ 3,112,731
Total Debt Service	\$ 1,636,856					\$ 2,821,645
Excess Revenues (Expenses) After Debt Service	\$ 1,995,203					\$ 291,086
Debt Service Coverage - Current 2.22						Debt Service-Budget 1.10
Debt Service Requirement 1.10						

* Year end adjustments to W&S Revenue
\$1,098,860 accrued back to Sept 2024

CORAL SPRINGS IMPROVEMENT DISTRICT

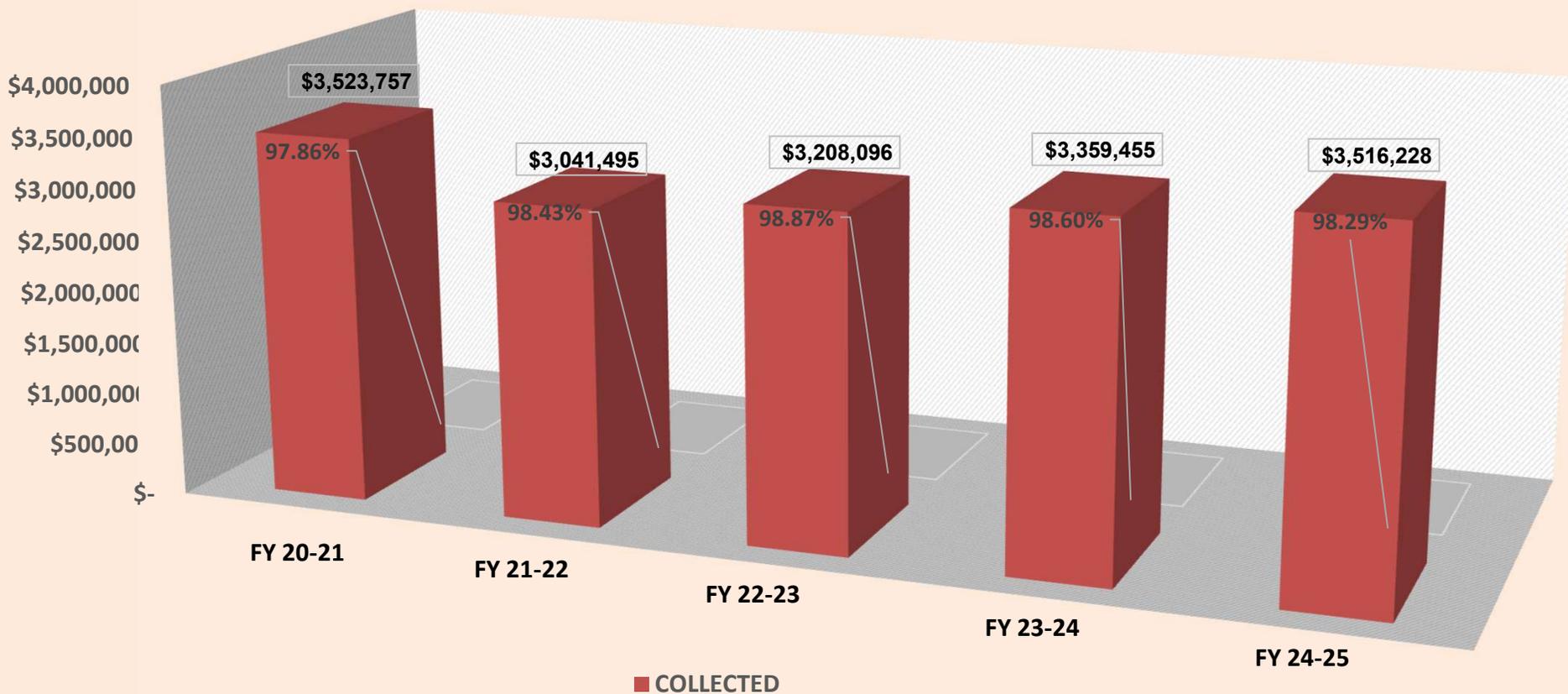
General Fund

SUMMARY REPORT

For Period Ending April 30, 2025

	Actual ENDING 04/2025	BUDGET THRU 04/2025	VARIANCE Actual to Budget (UNDERBUDGET)	ADOPTED BUDGET FY 2024-2025
REVENUES				
TOTAL REVENUES	\$ 4,034,407	\$ 2,297,108	\$ 1,737,299	\$ 3,937,900
CARRY FORWARD	\$ -	\$ 1,225,557	\$ (1,225,557)	\$ 2,100,955
TOTAL REVENUE WITH CARRY FORWARD	\$ 4,034,407	\$ 3,522,665	\$ 511,742	\$ 6,038,855
EXPENDITURES & RESERVES				
TOTAL ADMINISTRATIVE	\$ 288,837	\$ 535,026	\$ (246,190)	\$ 917,188
TOTAL STORMWATER	\$ 415,689	\$ 698,056	\$ (282,367)	\$ 1,196,667
TOTAL CAPITAL EXPENSES	\$ 112,788	\$ 1,881,250	\$ (1,768,462)	\$ 3,225,000
TOTAL EXPENDITURES	\$ 817,314	\$ 3,114,332	\$ (2,297,019)	\$ 5,338,855
RESERVES				
RESERVED FOR OPERATING	-	262,500	(262,500)	450,000
RESERVED FOR PROJECTS AND EMERGENCIES	-	145,833	(145,833)	250,000
TOTAL OPERATIONAL EXPENDITURES & RESERVES	\$ 817,314	\$ 3,522,665	(2,705,352)	\$ 6,038,855

NON AD VALOREM ASSESSMENTS COMPARED TO **APRIL** PRIOR FISCAL YEARS



2024-2025 Assessment = \$3,577,436

Sixth Order of Business

RESOLUTION 2025-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CORAL SPRINGS IMPROVEMENT DISTRICT APPROVING THE PROPOSED BUDGET FOR FISCAL YEAR 2025/2026 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO CHAPTER 2004-469, LAWS OF FLORIDA

WHEREAS, in accordance with Section 12, of Chapter 2004-469, Laws of Florida, the District Manager has heretofore prepared and submitted a proposed general fund budget to the Board for Fiscal Year 2025/2026, a copy of which is attached hereto as Exhibit A, and

WHEREAS, the Board of Supervisors has determined to conduct a public hearing to consider the proposed general fund budget on August 18, 2025;

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CORAL SPRINGS IMPROVEMENT DISTRICT THAT:

Section 1. The recitals above are true and correct and are hereby made a part of this Resolution.

Section 2. The budget proposed by the District Manager for Fiscal Year 2025/2026 is hereby tentatively approved as a basis for conducting a public hearing to finally adopt the recommended general fund budget.

Section 3. A public hearing on the proposed general fund budget is hereby set for the following date, hour and location:

Date: August 18, 2025
Hour: 3:00 PM
Place: District Offices
10300 N.W. 11th Manor
Coral Springs, Florida 33071

Section 4. The District Manager shall publish or have published notices required of said public hearing as required by Chapter 2004-469, Laws of Florida.

Section 5. This resolution shall take effect upon its adoption.

PASSED AND ADOPTED by the Board of Supervisors of the Coral Springs Improvement District, this 20th day of May, 2025.

Mark Ritter, President

Kenneth Cassel, Assistant Secretary

Exhibit A



CORAL SPRINGS IMPROVEMENT DISTRICT

GENERAL FUND

**PROPOSED
TENTATIVE
BUDGET**

FY 2025 / 2026

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**CORAL SPRINGS IMPROVEMENT DISTRICT
GENERAL FUND
Proposed Tentative Budget
Fiscal Year 2025 - 2026**

DESCRIPTION	ACTUAL FY 9/2024	Approved BUDGET 2024-2025	ACTUAL thru 3/31/2025	TOTAL Projected thru 9/30/2025	Proposed BUDGET 2025-2026
Revenue					
Non Ad-Valorem Taxes	3,425,526	3,577,436	3,410,021	3,244,840	3,756,308
Permit Fees	44,247	20,000	56,473	112,946	50,000
Miscellaneous. Revenues	500	-	3,092	6,184	-
Interest Inc - SBA FI Prime	108,312	50,000	47,727	95,455	50,000
Interest Inc - FI Class	106,013	50,000	46,908	93,815	50,000
Interest Inc - FI Fit	102,718	50,000	44,657	89,314	50,000
Interest Inc - MM Account	483,183	150,000	223,542	447,085	100,000
Shared Personnel Revenue	39,251	40,464	20,237	40,474	41,688
Carry Forward Assigned Funds		2,100,955	-	-	2,707,782
Total Revenues	4,309,750	6,038,855	3,852,657	4,130,113	6,805,778
Expenses					
Administrative Personnel					
Supervisor Fees	7,108	12,000	5,800	11,600	6,000
Salaries and Wages	209,329	249,653	106,519	213,038	276,743
FICA Expense	15,375	19,996	7,705	15,409	21,631
401A Pension	11,938	14,962	5,539	11,079	19,791
457B Match	11,650	14,962	5,732	11,465	16,604
Health Insurance	51,376	130,373	23,942	47,884	92,928
Payroll Processing Fees	4,058	2,500	2,029	4,059	4,500
Tuition Reimbursement	-	9,560	-	-	5,000
Total Administrative Personnel	310,833	454,006	157,267	314,534	443,197
Administrative Non-Personnel					
Engineering Fees	3,425	18,600	7,238	14,476	18,600
Attorney Fees	80,181	96,000	18,046	36,092	100,800
Special Consulting Services	69,444	155,000	3,817	7,633	155,000
Newsletter	4,853	4,800	3,979	7,958	8,000
Cybersecurity & IT Support	29,215	32,300	16,483	32,966	18,000
Annual Audit	11,200	11,400	9,706	8,200	15,000
Gasb Valuation Fee	780	400	-	-	1,000
Management Fees	64,506	68,437	33,222	66,444	70,490
Telephone	4,067	3,950	720	1,439	3,960
Postage	735	760	-	-	600
Printing & Binding	1,476	1,530	-	-	500
Paver Driveway Incentive Program	-	12,500	-	-	12,500
Rentals And Leases	13,980	14,400	7,440	14,881	38,400
Insurance	2,361	3,000	504	1,007	3,000
Legal Advertising	2,650	5,000	291	582	5,000
Bank Fees	20	250	20	40	250
Monitoring Fees	243	500	162	324	500
Employment Screening	495	1,000	70	140	1,000
Office Supplies	9,551	8,520	355	711	2,500
Dues, Licenses, Subscrip.	4,675	4,675	275	275	4,675
Promotional Expenses	-	1,000	500	1,000	1,000
Open House	6,217	6,960	-	-	8,500
Conferences/Workshops	3,762	12,200	-	-	12,200
Total Administrative Non-Personnel	313,835	463,182	102,827	194,168	481,475
Total Administrative Expenses	624,668	917,188	260,094	508,702	924,672

DESCRIPTION	ACTUAL FY 9/2024	Approved BUDGET 2024-2025	ACTUAL thru 3/31/2025	TOTAL Projected thru 9/30/2025	Proposed BUDGET 2025-2026
Stormwater Personnel					
Salaries and Wages	304,835	339,175	150,589	301,177	356,134
Special Pay	-	866	-	-	866
FICA Expense	22,955	25,947	11,286	22,572	27,244
401A Pension	16,456	20,351	7,360	14,720	26,693
457B Match	15,867	20,351	6,265	12,530	21,368
Health Insurance	86,257	112,966	36,528	73,056	103,590
Worker's Comp. Insurance	8,473	17,162	4,200	8,400	10,590
Payroll Processing Fees	1,179	2,900	602	1,205	2,000
Tuition Reimbursement	-	12,200	-	-	10,000
Total Stormwater Personnel	456,021	551,917	216,830	433,659	558,486
Stormwater Operations					
Water Quality Testing	2,712	4,000	678	1,356	3,000
Telephone	361	1,000	179	359	3,600
Electric	1,110	1,800	414	828	2,040
Rentals and Leases	-	2,700	-	-	1,000
Insurance	27,732	35,000	9,170	18,341	35,000
R&M-General	4,033	30,200	5,623	11,246	13,200
R&M-Fencing	-	1,000	-	-	1,000
R&M-Culvert Inspect/Clean	298,731	139,500	41,315	82,629	100,000
R&M-Canal Dredging	-	-	-	-	75,000
R&M-Vegetation Mgt.	3,040	15,000	795	1,590	15,000
R&M-Vehicles	5,178	5,500	6,638	13,276	14,000
R&M-Marine Equipment	-	-	-	-	10,500
R&M-Trash Pick-Up	7,244	7,500	3,445	6,890	8,700
R&M-Facility Maint	18,302	50,000	507	1,013	17,000
R&M-Pump Stations	7,062	97,100	3,775	7,549	72,100
Computer Equip & Supplies	-	-	897	1,794	2,700
Computer Software & Subscription	20	-	56	112	2,980
Other Operating Supplies	1,570	22,100	3,534	7,069	30,000
GIS Services	-	10,000	-	-	10,000
Herbicides	107,672	160,000	46,131	92,262	160,000
Uniform Rental	1,645	2,000	882	1,764	2,200
Gas & Diesel Fuel	6,120	9,300	2,349	4,698	9,300
Propane Fuel	23,866	42,000	5,210	10,420	42,000
Dues, Licenses, Subscrip.	1,061	2,550	-	-	2,800
Staff Development	188	6,500	-	-	7,500
Total Stormwater Operations	517,646	644,750	131,597	263,194	640,620
Total Stormwater Operations & Personnel	973,668	1,196,667	348,427	696,854	1,199,106
Total Administrative & Stormwater	1,598,336	2,113,855	608,521	1,205,555	2,123,778
Stormwater Capital Expenditures					
Capital Outlay	432,536	-	2,809	5,618	725,000
Capital Improvements	195,630	125,000	-	-	250,000
Windstorm Mitigation Project	264,901	1,800,000	108,537	217,075	2,000,000
R&M-Canal Stabilization/Repair	-	1,300,000	-	-	1,007,000
Total Capital Expenses	893,067	3,225,000	111,346	222,693	3,982,000
Total Stormwater & Capital Expenses	2,491,403	5,338,855	719,867	1,428,248	6,105,778
Reserves					
Reserved for 1st Qtr Operating	-	450,000	-	-	450,000
Reserved for Designated Projects/Emergency	-	250,000	-	-	250,000
Total Reserves	-	700,000	-	-	700,000
Total Expenses & Reserves	2,491,403	6,038,855	719,867	1,428,248	6,805,778
Excess Reserves over Expenses & Reserves	1,818,347	-	3,132,790	2,701,865	-

REVENUES:

Assessments

The District levies a Non-Ad Valorem Assessment on all taxable property within the Coral Springs Improvement District to fund operating and maintenance expenditures, and future reserves.

Permit Review Fees

The budget for permit review fees is based on the previous year's earnings. The amount budgeted for this line item is \$50,000.

Interest Income

The District earns interest on funds deposited in various money markets and pools of investment accounts. Interest rates have leveled off but are holding above 4% as of the printing of this budget.

Shared Personnel Revenue

The District has an interlocal agreement with Pinetree Water Control District. Under the provisions of that agreement the District provides the services of an appropriately licensed field supervisor to Pinetree. Budgeted revenue from this source is \$41,688.

EXPENDITURES

ADMINISTRATIVE

Supervisor Fees

The members of the Board of Supervisors receive \$200 per meeting, not to exceed \$2,400 each per year. Based on five supervisors and twelve meetings per year, the General Fund Share of Supervisor fees should not exceed \$6,000 when split between the Proprietary and General funds.

Salaries and Wages - Administration

The total amount of budgeted wages for this Fiscal Year is \$276,743

FICA Taxes - Administration

Governmental FICA tax is 7.65% of employee gross pay. Based on Administration salaries of and Supervisors Fees the budget for FICA taxes is \$21,631.

Pension Expense

The District provides 401a and 457B pension plans whereby the employer contributes on a percentage basis for each employee. Based on administration salaries the total pension expense budget is \$36,395.

Health Insurance

The District offers each employee Health, Life, Dental and Disability Insurance. In addition, the board members can choose to receive Health and Dental Insurance only. The projected cost paid by the District for this fiscal year is \$92,928.

Education

The District values continued learning and encourages employees to further their education. The District will pay for classes taken by employees when the subject is related to the employee's job. The total budget is \$5,000.

Payroll Processing Fees

The projected amount for payroll fees for this fiscal year is \$4,500.

Engineering Fees

The District uses outside engineering services for certain projects during the year. The budget for engineering services for this fiscal year is \$18,600.

Legal Fees

The District currently has a contract with Lewis Longman & Walker, P.A. as legal counsel for the District. This contract includes preparation for monthly board meetings, contract review, and other consultations. Based on prior year spending the projected amount for this Fiscal Year is \$100,800.

Special Consulting Services

At times, the District needs additional consulting to conduct workshop sessions involving staff and department managers. The total amount budgeted is \$155,000.

Annual Audit

The District is required by Florida Statutes to arrange for an independent audit of its financial records on an annual basis. The budget for the next audit is approximately \$15,000

Actuarial Computation - OPEB

Florida Statutes require the employer to make health coverage available to retirees at the employer's group rate. The Governmental Accounting Standards Board requires a periodic actuarial assessment of the cost and liability associated with these benefits. In June 2017 GASB 75 replaced and expanded GASB 45 reporting requirements. The District is budgeting \$1,000 for this assessment.

Management Fees

This service includes \$70,490 in management and financial advisory services provided to the District under the Management Contract with Inframark.

Telephone

Telephone expenses budgeted for this Fiscal Year at \$3,960.

Postage

Mailing of agenda packages, overnight deliveries, correspondence. Budgeted amount for this Fiscal Year is \$600.

Printing and Binding

Checks, stationery, envelopes, photocopies, and other informational mailings. The budgeted amount for this Fiscal Year is \$500.

Paver Driveway Incentive Program

An incentive of \$250 payment each year to the first fifty District residents to replace a concrete or other impervious surface driveway with a pervious paver type driveway. The total budget is \$12,500.

Rentals and Leases

This expense represents the costs of rent for office space and equipment. In addition to storing marine equipment and supplies needed for canal management operations. The projected amount for this cost is \$38,400.

Insurance - Administration

The District retains Egis Insurance & Risk Advisors as our Insurance Agent, who on a yearly basis arranges the placement of the District insurance for property, general liability, and inland marine coverage. The expected amount for this Fiscal Year should not exceed \$3,000

Legal Advertising

The District does its legal advertising in the Sun-Sentinel. Expenses include monthly meetings, special meetings, public hearings, and informational notices. Based on prior years' spending the amount should not exceed \$5,000.

Other Charges / Contingencies

The District has minimal budgeting for various bank charges, monitoring fees and employment screening as needed. The budgeted amount for these items totals \$1,750.

Technology / Cybersecurity

All the District's financial records, accounts payable, customer accounts are on a secure main frame computer owned by Coral Springs Improvement District. Cybersecurity has become an increased need to protect the information of CSID and its customers. The budgeted amount for technology is \$18,000.

Office Supplies

Accounting and Administrative Supplies. Projected expense for this year is \$2,500.

Dues, Subscriptions, & Licenses

The District participates in various associations in line with State Requirements. The total projected cost for this fiscal year is \$4,675

Newsletters

The District circulates periodic newsletters for the purpose of keeping its residents informed of issues affecting them and may sponsor other events for residents to obtain information about the services provided. The annual budget for this item is \$8,000.

Open House

The District feels it is important for the residents to experience CSID. To give our residents the opportunity to gain knowledge about the work done by our Stormwater crews, we have a yearly Open House. The General Fund share budgeted amount for this line item is \$8,500.

Capital Purchases

There are no budgeted expenditures for Administration.

STORMWATER OPERATIONS

Salaries and Wages - Stormwater

The total amount of budgeted wages for this Fiscal Year is \$356,134.

Special Pay

Special pay is a holiday gift to employees based on the number of years of service. The amount budgeted for this fiscal year is \$866.

FICA Taxes - Stormwater

Government FICA tax is currently 7.65% of employee gross pay. The budget for FICA taxes is \$27,244.

Pension Expense - Stormwater

The District provides 401a and 457B pension plans whereby the employer contributes on a percentage basis for each employee. Based on administration salaries the total pension expense budget is \$48,061.

Health Insurance

The District offers the employees' Health, Life, Dental and Disability Insurance. The projected cost to the District for this fiscal year is \$103,590.

Education

The District values continued learning and encourages employees to further their education. The District will pay for classes / seminars taken by employees when the subject is related to the employee's job. The total budget is \$10,000.

Worker's Compensation Insurance

The District's budget for Worker's Compensation Insurance premiums is 10,590.

Payroll Processing Fees

The projected amount for payroll fees for this fiscal year is \$2,000.

Water Quality Testing

The District does Water Quality Testing to provide a guide for planning the aquatic plant control program, which provides indications of dangerous or threatening conditions. Based on last year's quarterly evaluations the budget is set at \$3,000.

Telephone Service

The District provide cellphones and tablets for use by the Stormwater Manager. The projected cost for this fiscal year is \$3,600.

Electric

The District has separate utility accounts with Florida Power and Light for purposes of providing electricity to two pump stations. The projected cost for this fiscal year is \$2,040

Rentals and Leases

Payments related to a lease on a copy machine. The projected cost for this fiscal year is \$1,000.

Insurance

The District retains Egis Insurance & Risk Advisors as our Insurance Agent, who on a yearly basis arranges the placement of the District insurance for property, general liability, and inland marine coverage. The expected amount for this Fiscal Year should not exceed \$35,000.

Repair & Maintenance - General

The following is a listing of the different repairs and maintenance needed for operations.

	<u>Yearly</u>
Vehicle Maintenance	14,000
Marine Equipment Maintenance	10,500
Pump Station Repairs/Maintenance	72,100
Trash Pick-up Service	8,700
General, GIS Service & Misc	<u>24,200</u>
Total	\$129,500

Repair & Maintenance - Facility

Estimated costs for facility maintenance are \$17,000.

Culverts

Culvert inspection and cleaning budget for this year is \$100,000. As well as \$75,000 for culvert dredging.

General Fund
Proposed Tentative Budget
Fiscal Year 2025 / 2026

Vegetation Management

Prevention of growth of invasive vegetation in canal rights-of-way, with associated bank repair. This should not exceed \$15,000.

Operating Supplies

The following is a listing of the different operating supplies needed for operations.

	<u>Yearly</u>
Safety equipment	4,500
Annual Waterway Cleanup Donation	500
Grass eating triploid carp	<u>25,000</u>
Total	\$30,000

Herbicides / Chemicals

Estimated costs for chemicals for the budget year are \$160,000.

Uniform Rental / Purchase

Estimated costs for uniform rental/purchase including employee safety boot allowances for this fiscal year are \$2,200.

Motor Fuels & Propane

Estimated costs for motor fuels are \$9,300 and propane \$42,000 for at total budget of \$51,300.

Dues, Licenses, Staff Development

Stormwater employees must have an Aquatic License. This expense includes the classes, licenses and all fees related to the employee obtaining an Aquatic License. This year’s projected amount should not exceed \$10,300.

Capital Outlay-Equipment

Capital outlay budget for equipment is \$725,000, for replacement of pump discharge flange, gear head and spare motor for one pump station.

Capital Improvements

The budget for capital improvement this fiscal year is \$250,000 for culvert and headwall repairs.

Coral Springs Improvement District
General Fund
Proposed Tentative Budget
Fiscal Year 2025 / 2026

Capital Projects

Capital projects budgeted in the amount of \$3,007,000 for the following:

- Canal bank restoration - \$1,007,000
- Windstorm Mitigation Project - \$2,000,000.

Reserves for 1st Quarter Operating

First quarter reserves budget for operating expenses is \$450,000.

Reserves for Assigned Projects and Emergencies

The reserve fund is set aside for projects designed to maintain the District's drainage assets and to provide for unexpected events/natural disasters that may occur other than those related to Hurricanes. This fiscal year the amount projected to be set aside is \$250,000.

Seventh Order of Business

RFP Evaluation MEETING

Good morning,

Today is Tuesday, May 12, 2025 and it is 9 a.m. This is a call to order the evaluation committee meeting for

Coral Springs Improvement District RFP No. 2025-02 District Manager Services.

My name is Janice Rustin. I will be directing this evaluation committee meeting on behalf of Danielle Cancell, the District Procurement, who is away of public business.

Can the members of the evaluation committee state their name for the record.

The purpose of this meeting is to evaluate the proposals from 3 firms: Accenture, SDS, and Inframark, LLC.

All three firms have been deemed responsive to the requirements of the RFP and responsible to perform the services.

We have invited them to give you a presentation on their proposal. You can only consider the information in their proposal and their presentation to evaluate the firms. The presentations are exempt from the Sunshine law. Which means that the public nor the other firms are permitted to watch the presentations. This portion of the meeting will be recorded and made available to the public in accordance with public records law.

After the presentations, the meeting will be re-opened to the public and the evaluation committee will begin its evaluations.

Note that deliberations of the Board are not exempt from the Sunshine. Therefore, I ask that you reserve all questions and comments you have for your other committee members until after the meeting is re-opened to the public.

You will be evaluating the technical criteria. Your score should be based on the information in the proposal and the presentation only.

You will not be scoring price proposals. The score for price will be determined by a formula. That score will be added to the technical score to achieve the final score. I will go over the evaluation procedures in more detail when we get to that portion of the meeting. .

A note about the price proposals, we have requested a breakdown to assist in your evaluation of the technical criteria (management plan).

RFP 2025-02 District Manager Services
Criteria Scoring Method Information for Evaluation Committee

Evaluation Committee Member name: _____

Proposers shall be assigned a final score using the formula provided below:

$$\text{Final Score} = \text{Technical Qualifications Score} + \text{Price Proposal Score}$$

A. Scoring of Technical Qualifications Criteria:

General Firm Overview, Key Personnel, and Capabilities (Maximum Points 35)

The section shall describe the Firm’s overall corporate organization (including subconsultants) and demonstrate that the Firm has qualified and experience staff and other resources necessary to successfully perform the required services as described in the Scope of Services.

This information should also identify the key personnel who will be assigned to the District, and specifically the name of the staff members or sub-consultants who will be performing the required services. Brief comprehensive resumes should be provided for each staff member or sub-consulted listed.

Management Approach (Maximum Points 25)

This section shall describe the Firm’s management plan that adequately demonstrates how the Firm’s intends to organize, staff and manage the contract and the means and methods that will be used to provide the required services. The management plan should demonstrate the degree to which the Firm understands the services required by the District.

Relevant Management Experience (Maximum Points 25)

This section shall describe the Firm’s previous experience to sufficiently demonstrate that the Firm has successfully provided management services for special districts within the last ten (10) years.

B. Price proposal score:

After the technical qualifications score has been calculated, staff shall calculate and add the Compensation/Price Proposal Score as follows:

$$\text{Price proposal} = (\text{Lowest price proposal}/\text{price proposal to be rated}) \times 15$$

A. TECHNICAL CRITERIA

Each Committee member shall assign a numerical score for each criteria using a range from 1 through 10, as follows:

- 9 - 10 Outstanding – Proposer exemplifies superior and/or exceptional characteristics in the evaluation criteria categories.
- 7 - 8 Very Good – Proposer illustrates extremely strong, but not exceptional, characteristics in the evaluation criteria categories.
- 5 - 6 Satisfactory – Proposer demonstrates competitive average characteristics in most of the evaluation criteria categories. Proposer may be particularly strong in only one or more areas.
- 3 - 4 Poor – Proposer does not stand out. Evaluator has substantial concerns about the overall strength of the Proposer.
- 0 - 2 Unsatisfactory – Proposer has serious deficiencies when compared to most of the evaluation criteria categories. In addition, several items may not be addressed or may be missing.

These scores will be multiplied using a multiplier based on the total points for that criteria. For example, for Criteria 1 the score would be multiplied by multiplier 3.5. For example:

The Evaluation committee member score: 8 out of 10
 The Criteria 1 score: 28 points out of 35

The committee members scores for each criterion are averaged. The final technical score is comprised of the total score of all averaged criteria scores.

PROPOSER No. 1		
Accenture	Initial Score/10	Final Score/10
Criteria # 1 General Firm Overview, Key Personnel, and Capabilities		
Criteria # 2 Management Approach		
Criteria # 3 Management Experience		
PROPOSER No. 2		
Special District Services		
Criteria # 1 General Firm Overview, Key Personnel, and Capabilities		
Criteria # 2 Management Approach		
Criteria # 3 Management Experience		
PROPOSER No. 3		
Inframark LLC		
Criteria # 1 General Firm Overview, Key Personnel, and Capabilities		
Criteria # 2 Management Approach		
Criteria # 3 Management Experience		

Eighth Order of Business

Globaltech, Inc.
CSID Engineer's Report
May 19, 2025

PROJECTS UNDER CONTRACT

WA#222 – Belt Filter Press Replacement – In Progress

- Approved by Board – 1/22/24
- Belt filter press delivered and installed on March 3rd.
- Startup and training with Andritz (BFP Manufacturer) – 5/09/25
- Substantial completion anticipated – 5/16/25
- Coordinating additional work on existing BFP
- Final Completion – June 2025

WA#226 – Stormwater Pump Station Spare Engine Procurement – In Progress

- Approved by Board – 4/15/24
- Issued Purchase Order for replacement engine and clutch – 6/07/24
- Manufacturer estimated week of July 7, 2025 delivery
- Anticipated project completion – September 2025

WA#227 – Deep Injection Well Operating Permit Renewal – Complete

- Approved by Board – 4/15/24
- Submitted Permit Application to FDEP – 7/08/24
- Received intent to issue from FDEP – 3/04/25
- Placed public notice – 3/08/25
- Final Permit and sampling requirements issued – 4/25/25
- Project closed

WA#229 – WWTP Package Plant E Improvements – In Progress

- Approved by Board – 8/19/24
- Review meeting to discuss corrosion report and results of piping inspection – 3/04/25
- Amendment approved for plant repairs identified in the inspection report – 3/17/25
- Repair work begun – 3/31/25
- All repair work within tank completed – 5/09/25
- Walkthrough with CSID staff to review internal tank work – 5/13/25
- Diffuser installation and startup should be complete end of May
- Anticipated project completion – June 2025

WA#231 – Collection System Action Plan – In Progress

- Approved by Board – 10/21/24
- Conducted internal kick off meeting
- Gathering data from staff and compiling report.
- Anticipated substantial completion – June 2025

Globaltech, Inc.
CSID Engineer's Report
May 19, 2025

PROJECTS UNDER CONTRACT (Continued)

WA#232 – Well 3 Repower & VFD – In Progress

- Approved by Board – 12/16/24
- Conducted internal kick-off meeting
- Final design completed - 1/31/25
- Buried conduit installed and backfilled - 2/28/25
- Electrical cabinet delivered – 5/12/25
- Currently installing cabinet and pulling cable
- Anticipated completion – August 2025 (6 months ahead of schedule)

WA#233– Digester 1 Blower Replacement – Preliminary Engineering – In Progress

- Approved by Board – 1/27/25
- Conducted internal kick-off meeting
- Requested data from staff – 2/03/25
- Received supplemental data 4/08/25
- Review meeting with staff – week of 5/12/25
- Submit Work Authorization for blower replacement and electrical upgrades – June 2025

WA#234 – Finished Water Line Valve Replacement – In Progress

- Approved by Board – 4/21/25
- Anticipated completion – August 2025

WA#235 – 6-inch Finished Water Line Relocation – In Progress

- Approved by Board 4/21/25
- Anticipated completion – August 2025

Work Authorizations Under Development

WA#177 – Portable Generator Storage Building – Cost Estimate Provided

WA#236 – Well 6 Redevelopment – On current agenda

WA#237 – Assessment of Remaining WWTP Structures – On current agenda

WA#XXX – Canal Site 18 Restoration – Under Development

WA#XXX – Irrigation Assistance During ROW Tree Removal – Under Development

WA#XXX – PFAS Pilot Testing – Under Development

Ninth Order of Business

9A

WORK AUTHORIZATION 236

No. GT-151502

Pursuant to the provisions contained in the "Contract for Professional Engineering Consulting and Design-Build Services on a Continuing Contract Basis " between the CORAL SPRINGS IMPROVEMENT DISTRICT, hereinafter referred to as "OWNER", and Globaltech, Inc., hereinafter referred to as "FIRM", dated July 1, 2012 (hereinafter referred to as "AGREEMENT"), this Work Authorization, executed this ____ day of ____ 2025, authorizes the FIRM to provide services under the terms and conditions set forth herein and in the AGREEMENT, which is incorporated herein by reference as though set forth in full.

The OWNER desires design-build services related to Production Well 6 Re-Development, hereinafter referred to as the "Specific Project".

Section 1 – Terms

The FIRM shall be defined as an individual, corporation or contractor having a direct contract with the OWNER or with any other subcontractor in the performance of a part of the work contracted for under the terms of this Work Authorization with the OWNER.

Section 2 – Scope of Work

The FIRM will provide the following services in accordance with Sections 1 and 2 of the AGREEMENT:

In April 2025, the OWNER requested the FIRM to inspect drawdowns of the wellfield to confirm field data collected by AMPS well services. Production Well 6—located in Cypress Park off of Coral Springs Drive—exhibits one of lowest specific capacities of the wellfield. The well was constructed in August of 1988 by Morton Pump & Drilling, Inc. and later reconstructed in 2014 by Centerline Drilling, Inc. under a previous work authorization. FIRM

was requested to prepare Work Authorization (WA) 236 to redevelop the production well to improve specific capacity of the well.

This scope of work contained in this WA generally consists of the following tasks:

- Coordination with various regulatory and municipal agencies.
- Contract water well services through a licensed drilling contractor.
- Redevelop Production Well 6 using air surging, jetting and high-rate pumping, and chlorination.
- Test the well to confirm that water production (flow) and water quality are within acceptable levels.
- Reassemble Production Well 6 installing existing 50 Hp submersible motor and pump. The original pump column, safety cable, level sensor and power connections will be reused, while the O-rings and Certa-lok spline will be replaced.
- Restore the site around Well 6 to preconstruction conditions.
- Prepare summary report of field activities

Task 1 – Project Management and Coordination

This task includes project management and coordination with local regulatory, municipal, and well drilling services. Task 1 will include the following services:

- Meet with the OWNER to review the overall activity, redevelopment and testing protocols and schedule.
- Prepare detailed construction schedule to include as a minimum; site mobilization, redevelopment duration and anticipated date when Production Well 6 will be returned to service.
- Prepare redevelopment protocol.
- Review redevelopment protocol with drilling subcontractor and solicit bid to execute work.
- Prepare subcontract for well development services with licensed well drilling contractor.

- Evaluate redevelopment progress through daily correspondence with drilling contractor and through periodic site visits at milestone events.
- Modify re-development approach based on measured progress.
- Provide personnel to oversee key phases of redevelopment and testing.
- Evaluate the effectiveness of re-development activities and make recommendations to OWNER on alternative approaches.
- Notify Florida Department of Environmental Protection (FDEP) of impending work.
- Notify City of Coral Springs Parks Department that work will occur within their facility at Cypress Park. It is anticipated that this will be a courtesy activity only and that permitting will not be required.
- Notify Sunshine Water Control District (SWCD) of intent to discharge development water into their outfall canal, adjacent to Well 6. Review discharge water quality parameters.
- Review, administer, and track subcontractor work and pay requests.
- Schedule and conduct meetings, inspections, and testing with OWNER's staff.
- Oversee reassembly of Production Well 6.
- Oversee site restoration of the area surrounding Production Well 6 as needed.

Task 2 – Well 6 Re-development, Testing and Reassembly

This task consists of well drilling services and will be subcontracted to a licensed well drilling contractor under the direction of FIRM. Task 3 activities include the following:

- Mobilize to Production Well 6 with the equipment necessary to implement the detailed scope of services. Furnish all labor, equipment and materials necessary to re-develop and test Production Well 6.

- Set up a water settling system that will accept water and sediment discharges from the well such that the water and solids will be contained by the system without significant flooding of the site. Settling tanks or other devices shall be used to separate sand from the well discharge water prior to discharge into a SWCD West Outfall Canal.
- Disassemble the well head and transport exiting pump and motor to CSID Water Plant for secure storage.
- Conduct pre-development video survey of the well.
- Perform mechanical cleaning (brushing) of well screen. Perform air lift development to remove debris.
- Perform combination of air lift development and high-rate jetting to remove fines from gravel pack and adjacent formation (up to 40 hours)
- Add gravel to the filter pack that may have settled or been displaced as the result of redevelopment activities (up to 60 cubic feet included in base bid)
- Perform up to 26 hours of high-rate pumping development as directed by FIRM and well drillers (similar to previous well redevelopment).
- Set up and conduct a three-step drawdown test. Testing duration will last approximately three hours and will match or exceed desired production rates. Drilling subcontractor will provide temporary pump, flow meter, throttling valve and piping during testing activities
- Perform additional development as needed to achieve desired specific capacity. Additional work will be coordinated between OWNER, FIRM and drilling subcontractor and funded through the construction allowance.
- Reinstall 50 Hp motor, pump the existing column, electrical wiring, level sensor, and wellhead to the extent the well is ready for service

and use by OWNER. Megger motor wire as pump is being reinstalled.

- Drilling Subcontractor will disinfect Well 6 with sodium hypochlorite prior to bacteriological sampling. Samples will be collected by OWNER to confirm absence of fecal bacteria as required by the FDEP. Well will be purged by OWNER prior to sampling with the assistance of drilling subcontractor.
- Clean up, restore site and demobilize equipment.
- Conduct all redevelopment and construction methods in accordance with the latest revisions of the American Water Works Association Standards for Wells (AWWA A100-06) and the National Water Well Association Standards as that apply to the particular needs or conditions encountered in the proposed work.
- Prepare re-development report summarizing initial conditions, re-development activities, and final well performance. In addition, digital copies of the pre- and post- development videos will be provided to OWNER.

Assumptions

Assumptions for the project are as follows:

1. No permitting fees will be required.
2. A maintenance of traffic (MOT) plan will not be required.
3. Following the completion of development and re-assembly of the well, OWNER will be responsible for microbiological sample collection and analysis.
4. OWNER to disconnect and reconnect main power and lock out cabinet.
5. OWNER to provide operational 50 Hp motor and pump.
6. Water produced during redevelopment will be indirectly discharged into adjacent SWCD West Outfall Canal. Water will not be containerized or removed from the site. Discharge water will be tested prior to discharge to meet criteria established by SWCD.

7. Water used for jetting (if performed) will be provided by CSID from a nearby hydrant or from the raw water system accessed through the well's blowoff valve. FIRM will acquire a meter from CSID.
8. Re-development time for Production Well 6 will be monitored on an hourly basis and reviewed with OWNER. Unused time appropriated for development will be refunded to OWNER at the rates provided by the drilling subcontractor.
9. The gravel pack around Well 6 is assumed to be non-cemented. The FIRM will assess the condition of the gravel pack following the initial air development. Should the gravel pack fail to fluidize and settle during air-lifting (following the initial treatment), the FIRM will consult with OWNER about the need to attempt alternate development methodologies.
10. An allowance of \$15,000 is included with this work authorization to address unforeseen repair requirements or additional well development. Access to allowance will only be made with direct, written authorization by OWNER. Unspent allowance will be de-funded in a project amendment following the completion of the project.

Section 3 – Location

The services to be performed by the FIRM shall be on the following site or sites: Well 6 (Cypress Park – Coral Ridge Drive).

Section 4 – Deliverables

The FIRM will provide the following Deliverables to OWNER:

- Redevelopment Plan for Production Well 6.
- Notification to Florida Department of Environmental Protection and City of Coral Springs Parks Department.
- Technical memorandum of work performed and well performance parameters following re-development (including copies of pre- and post-development video surveys).

Section 5 - Time of Performance

Project will commence after execution of this Work Authorization and a Notice to Proceed is issued by OWNER. The FIRM and OWNER agree to the following schedule:

Task	Time Elapsed to Subtask Completion
Notice to Proceed (NTP)	0 Days
Mobilization	45 days following NTP
Well Redevelopment	75 days following NTP
Well Disinfection	79 days following NTP
Well Returned to Service	80 days following NTP
Site Restoration	90 days following NTP

Section 6 - Method and Amount of Compensation

1. The FIRM shall be paid by the OWNER in accordance with the Florida’s Prompt Payment Act Florida Statute 218.70-79 and in accordance with the payment method as set forth in Section 6 of the AGREEMENT. The calculations shall begin using the date the invoice was received.
2. Total job price: **\$85,794**. The Base Price includes an allowance of **\$15,000** for potential additional work.
3. On the terms contained in the FIRM’s said proposal for the doing of said work and the said award therefore, and the specifications herein specifically referred to and made a part of this contract.
4. The cost for the above scope of services is a Lump Sum Price (LSP). The LSP is based on the materials, methods, and assumptions presented in the scope of services and may be adjusted downward based on final detail design and alternative selections or omissions. The LSP shall not be greater than the stated amount unless there is an approved increase in the scope of services. The final stipulated sum (adjusted LSP) submitted herein shall be an amount to be billed on the basis of “percent complete” and stored materials turned over to the OWNER.
5. A Budget Summary for the above lump sum fee is provided in **Attachment A**. The proposal for the drilling subcontractor is provided in **Attachment B**.

Section 7 – Application for Progress Payment

1. Unless otherwise prescribed by law, at the end of each month, the FIRM shall submit to the OWNER for review, an Application for Progress Payment filled out and signed by the FIRM covering the Work completed as of the date of the Application and accompanied by such supporting documentation as is required by the AGREEMENT.
2. The Application for Progress Payment shall identify the amount of the FIRM Total Earnings to Date based upon value of original contract Work performed to date as approved by fully executed Change Orders.
3. Payment shall be based upon percentage of work completed based upon the approved schedule of values. Retainage in the amount of 5% will be withheld on the calculated value of any work, with the exception of stored materials which may be paid at the supplier's invoiced cost. At FIRM's request, after 50% completion of the work has been achieved, the OWNER will implement a reduction in retainage to 2.5% of all future pay requests. If retainage is reduced, FIRM may not withhold more than 2.5% retainage from subcontractors or suppliers and will be required to certify compliance with F.S. 218.70 *et seq* on each subsequent pay application. Notwithstanding the foregoing, in no instance can the amount retained be less than the value of OWNER's good faith claims plus the value of the work the OWNER determines remains to be put in place or required to be performed as remedial activities. For the purposes of this section, 50% completion shall be that point in time when OWNER determines that half of the Work required by the Contract has been completed. In no event shall the Work be determined to be 50% completed before the OWNER has paid 50% of the Contract amount and 50% of the Contract time has expired.
4. The amount of previous Pay Estimate payments shall then be subtracted to equal the Balance Due during the Pay Estimate period.
5. When the OWNER determines the Work to be Substantially Complete, the OWNER may reduce the retainage to two and one-half percent (2.5%) of the dollar value of all Work satisfactorily completed to date, provided that

- the FIRM is making satisfactory progress toward Final Completion of the Work, that in the opinion of the OWNER there is no specific cause for a greater retainage, and the FIRM obtains the written consent of the Surety Companies furnishing the required Public Construction Bond on consent forms provided by the OWNER. The OWNER may reinstate the retainage up to five percent (5%) if the OWNER determines, that the FIRM is not making satisfactory progress toward final completion of the Work or where there is other specific cause for such withholding.
6. Partial payment may be made for the delivered cost of stored materials planned for incorporation into the Work, provided such materials meet the requirements of this Contract, the Contract Drawings, and the Specifications, and are delivered and suitably stored at the project site, or at another location acceptable to the OWNER. Such material must be stored in a secure manor acceptable to the OWNER, and in accordance with the manufacturer's recommendations.
 7. The delivered cost of such stored or stockpiled materials may be included in any subsequent application for payment provided the FIRM meets the following conditions:
 - a. An applicable purchase order or supplier's invoice is provided listing the materials in detail, the cost of each item, and identifies this specific contract by name.
 - b. The materials are fully insured against loss or damage (from whatever source) or disappearance prior to incorporation into the Work.
 - c. Stored materials approved for payment by the OWNER shall not be removed from the designated storage area except for incorporation into the Work.
 - d. Evidence that the FIRM has verified quantity and quality of the materials delivered (verified packing list).
 8. It is further agreed between the parties that the transfer of title and the OWNER's payment for any stored or stockpiled materials pursuant to these

- General Conditions, and any applicable provisions of the Supplementary General Conditions, shall in no way relieve the FIRM of the responsibility of ensuring the correctness of those materials and for furnishing and placing such materials in accordance with the requirements of this Contract, the Contract Drawings, the Technical Specifications, and any approved changes thereto.
9. The following monthly Application for Progress Payment shall be accompanied by Bills of Sale, copies of paid invoices, releases of lien, or other documentation warranting that the FIRM has received the stored materials and equipment free and clear of all liens, charges, security interests, and encumbrances (which are hereinafter in these General Conditions referred to as "Liens") and evidence that the stored materials and equipment are covered by appropriate property insurance and other arrangements to protect the OWNER's interest therein, all of which shall be satisfactory to the OWNER.
 10. The FIRM shall warrant and guarantee that title to all Work, materials, and equipment covered by an Application for Progress Payment, whether incorporated in the Work or not, will pass to the OWNER no later than the time of Final Payment free and clear of all liens or other encumbrances.
 11. In the event any dispute with respect to any payment or pay request cannot be resolved between the FIRM and OWNER's project staff, FIRM may, in accordance with the alternative dispute resolution requirements of Florida Statute section 218.72, *et seq*, demand in writing a meeting with and review by the OWNER'S (agency) director. In the absence of the agency director, a deputy director may conduct the meeting and review. Such meeting and review shall occur within ten (10) business days of receipt by OWNER of FIRM's written demand. The OWNER's manager shall issue a written decision on the dispute within ten (10) business days of such meeting. This decision shall be deemed the OWNER's final decision for the purposes of the Local Government Prompt Payment Act.

Section 8 – Responsibilities

The FIRM shall, under no circumstance, look to the OWNER to provide any labor or equipment for the FIRM. The FIRM and its Subcontractors shall provide all of the labor and equipment necessary to perform the job or services contracted for at the expense of the FIRM. Property of any kind that may be on the premises, which are the site of the performance of this contract, during the performance of this Work Authorization, shall be at the sole risk of the FIRM.

8.1 The OWNER hereby designates Christian McShea as the OWNER's representative.

8.2 In addition to applicable provisions of Section 2 of the AGREEMENT, the OWNER will:

- Provide access to potable water
- Collect and conduct microbiological analysis
- Permit equipment storage at OWNER's water treatment plant

The FIRM acknowledges and understands that it is an independent contractor in its relationship with the OWNER. The FIRM hereby designates Rick Olson, P.E. as the FIRM's representative.

Section 9 – Insurance

The FIRM shall provide certificate of insurance to the OWNER setting forth the type and amount of insurance carried by the FIRM and conforming to the minimum requirements set forth in the AGREEMENT.

Section 10 – Level of Service

The OWNER shall have the right to terminate said Agreement by giving the FIRM thirty (30) days written notice if the service that is being provided is not maintained at levels necessary to provide the required service. The OWNER will determine in its sole judgment what constitutes a satisfactory level of service.

Section 11 – Indemnification

The Firm shall indemnify and hold harmless the Owner and its officers and employees as set forth in Section 11 of the Agreement.

IN WITNESS WHEREOF, this Work Authorization, consisting of 13 pages and Attachments A & B has been caused fully executed on behalf of the FIRM by its duly authorized officer, and the OWNER has the same to be duly name and, in its behalf, effective as of the date herein above written.

(SEAL)

CORAL SPRINGS IMPROVEMENT DISTRICT

ATTEST:

President

Mark Ritte
Printed name

Printed name of Witness

Date

Approved as to form and legality

Printed name of Witness

District Counsel

Printed name of Witness

State of Florida
County of Palm Beach

ENGINEER

Globaltech Inc.
Company

The foregoing instrument was acknowledged before me on this

19 day of May, 2025 by

Signature

who is personally known to me OR produced _____ as identification.

Richard D. Olson, P.E., Vice President

Name and title (typed or printed)

Signature of Notary

May 19, 2025
Date

Attachment A

Budget Summary

Takeoff Worksheet
 Coral Springs Improvement District
 151502 - CSID - Well 6 Redevelopment

		Unit	Quantity	Ext. Price
Bid Item	1	Project Management and Coordination		
		Project Management and Coordination	LOT	1
				\$ 22,947.00
				<hr/>
				\$ 22,947.00
Bid Item	2	Well Redevelopment, Testing and Reassembly		
		See Attached Proposal	LOT	1
				\$ 43,497.00
				<hr/>
				\$ 43,497.00
Bid Item	3	Bid Alternate Items		
		Additional Development Time	Per Hour	\$ 302.50
				\$ -
				<hr/>
				\$ -
				<hr/>
				\$ -
Bid Item	4	Subcontractor Markup		
		Subcontractor Markup		\$ 4,349.70
				<hr/>
				\$ 4,349.70
Bid Item	5	Allowance		
			As Approved	\$ 15,000.00
				<hr/>
				\$ 15,000.00
				<hr/> <hr/>
				\$ 85,793.70

Coral Springs Improvement District
Work Authorization No. 236 - Well 6 Redevelopment
Engineering Fee Details

Task	Task Description	Officer	E7	E6	E3	E2	E1	CADD	Adm 3	Adm 2	Adm 1	Total Labor	Expense/ Subconsul. Fee	Subconsul.
		\$262.50	\$237.50	\$225.00	\$156.25	\$131.25	\$98.88	\$142.14	\$97.50	\$82.50	\$59.74			
1	Project Coordination													
	Project Development & Estimation	1	4		0	0	10	0	2	0	1	\$2,456		
	Project Management/Coordination	0	8		0	0	2	0	12	0	4	\$3,507		
	General Project Meetings	0	2		0	4	0	0	0	0	0	\$1,000		
	Site Visits	0	2		0	0	4	0	0	0	0	\$871		
	Schedule	0	0		0	8	0	0	0	0	16	\$2,006		
2	Engineering & Project Management													
	Prepare Subcontracts	0	0		0	0	2	0	2	0	0	392.76		
	Submittals	0	1		0	0	4	0	4	0	0	\$1,023		
	Coordination with Regulator Agencies	0	1		0	0	4	0	0	0	2	\$753		
	Site Inspections	0	8		0	0	60	0	0	0	0	\$7,833		
	Re-development Report	0	2		0	0	12	0	0	4	0	\$1,992		
	Project Closeout	0	2		0	0	0	0	4	0	0	\$865		
	Labor Total Hours	1	30	0	0	12	98	0	24	4	23	192		
	Labor Total	\$263	\$7,125	\$0	\$0	\$1,575	\$9,690	\$0	\$2,340	\$330	\$1,374	\$22,697		
	Subconsultant Labor Total												\$0	
	Subconsultant Multiplier												1.1	
	Subcontract Total												\$0	
	Field Expenses												\$250	
													0	
	Expense Total												\$250	
	ENGINEERING TOTAL												\$22,947	

Attachment B

Subcontractor Proposal

Centerline Drilling, Inc.

1696 Old Okeechobee Rd., #3C
 West Palm Beach, Florida 33409
 Water Well Contractor License #11132

Estimate

Date	Estimate #
4/29/2025	17-971

Name / Address
Globaltech, Inc. 901 Yamato Road Suite 220 Boca Raton, Florida 33431

Project			
CSID Well 6			
Description	Qty	Rate	Total
Mobilization	1	3,500.00	3,500.00
Pre-Rehabilitation Down Hole Video	1	1,500.00	1,500.00
Brushing of Well Casing & Screen	4	200.00	800.00
Surficial Aquifer Well Acidization Setup (based on water at wellsite)	1	5,500.00	5,500.00
Well Acidization with 32% HCl (per gallon)	1,100	7.02	7,722.00
Development (including airlift, jetting, or pump development)	66	275.00	18,150.00
Specific Capacity Pump Test	3	275.00	825.00
Post-Rehabilitation Down Hole Video	1	1,500.00	1,500.00
Install Pump w/ new gaskets, splines, and o-rings.	1	2,000.00	2,000.00
Well Disinfection	1	1,500.00	1,500.00
Demobilization and Clean Up	1	500.00	500.00
Thank you for the opportunity to bid this job.			Total \$43,497.00
Phone #	E-mail		
(561) 615-0988	CTRLINEDRILLING@AOL.COM		

Centerline Drilling, Inc. is not responsible for any damage to landscaping, sidewalks, driveways, or underground utilities. Also, there are no guarantees on the quality and or quantity of water and shall not release Owner/Customer from payment other than in accord with this Estimate. Centerline Drilling is not responsible for any electrical, water testing, Water Use Permit, excessive insurance, bond, prevailing wages, or anything not listed above. Manufactures warranty shall apply on all material & equipment, and 90 days on labor. Estimate is Valid for 10 Days.

Signature and Acceptance _____

9B

WORK AUTHORIZATION

CSID WA # 236

Globaltech No. 151657

Pursuant to the provisions contained in the "Contract for Professional Engineering Consulting and Design-Build Services on a Continuing Contract Basis " between the CORAL SPRINGS IMPROVEMENT DISTRICT, hereinafter referred to as "OWNER", and Globaltech, Inc., hereinafter referred to as "FIRM", dated July 1, 2012 (hereinafter referred to as "AGREEMENT"), this Work Authorization authorizes the FIRM to provide services under the terms and conditions set forth herein and in the AGREEMENT, which is incorporated herein by reference as though set forth in full.

The OWNER desires engineering consulting services related to the Assessment of Remaining WWTP Structures hereinafter referred to as the "Specific Project".

Section 1 – Terms

The FIRM shall be defined as an individual, corporation or contractor having a direct contract with the OWNER or with any other subcontractor in the performance of a part of the work contracted for under the terms of this Work Authorization with the OWNER.

Section 2 – Scope of Work

OWNER maintains a utility campus at 10300 NW 11th Manor in Coral Springs, Florida. In 2018, FIRM conducted a structural assessment of 6 buildings located on the utility campus to identify structural deficiencies. The basis of that assessment was used to apply for a grant to harden those 6 structures. That work is currently in process.

The purpose of this Work Authorization is to assess 6 remaining buildings (deemed as secondary in 2018) to identify structural deficiencies that should

be addressed to harden those structures. The secondary structures include the following:

- Hypochlorite Storage Building
- Belt Filter Press Building
- Electrical Room between Plants C & D
- RotoGuard Building
- Electrical Vault 1 (located North of North blower Room)
- Electrical Vault 2 (located Northeast of Hypochlorite Building)

FIRM will provide the following services in accordance with the AGREEMENT:

Task 1 – Project Management

FIRM will develop a project scope intended to meet OWNER's desire to assess structural deficiencies of the six buildings. Firm will solicit a proposal from a licensed structural engineer to evaluate and assess the condition of the buildings. FIRM will prepare a subcontract and solicit and review all required insurance information. Firm will prepare monthly project summaries and attend meetings as requested by OWNER. FIRM will prepare and maintain a project schedule to keep OWNER apprised of progress.

Task 2 – Site Visit and Document Review

OWNER will provide structural drawings of the six buildings (if available). FIRM and Structural Sub-consultant will review plans prior to field assessments. Subconsultant will meet with OWNER's staff for tour of select structures. FIRM will coordinate site visit between OWNER and Structural Subconsultant.

Task 3 – Summary Report

A summary report will be prepared for OWNER that describes the inspection protocol and structural conditions observed. The report will identify observed deficiencies and provide proposed improvements to upgrade the structures to make them compliant with Risk Category IV code requirements. Finally, the report will provide an Engineer's Estimate of Probable Construction Cost for the implementation of the proposed improvements. A brief presentation will be made to the Board of Supervisors if requested.

Assumptions

Assumptions for the project are as follows:

- OWNER will provide structural drawings of the six buildings as available.
- The fee for the structural engineering subconsultant has been over-estimated. The final fee for the subconsultant will be reviewed with OWNER. Any overage will be de-funded from the project fee through a Closeout Change Order.
- FIRM will coordinate assessment work with OWNER, however will not be on site during assessment activities.
- Summary Report of Findings will provide building deficiencies, conceptual remedial measures, and estimated costs to implement improvement. Design drawings for remediation or a detailed cost estimate to make repairs is beyond the scope of this work authorization.
- Structural Subconsultant will assess building openings (doors, windows & louvers), wall to roof attachments, and exterior mechanical equipment. The status of the roofing materials is beyond the scope of this assessment.
- No work permits are required to complete this work authorization.
- Access to the FPL vault buildings will be coordinated by OWNER.

- Only discrete photographs will be provided illustrating areas of required improvement.
- An allowance is not included in the project fee.

Section 3 – Location

The services to be performed by the FIRM will occur at various structures located on the CSID Utility Campus (10300 NW 11th Manor).

Section 4 – Deliverables

The FIRM will provide the following Deliverables to OWNER:

- Summary Report of Findings including observed deficiencies, proposed improvements, and estimate to construct proposed improvements
- Photos and inspection descriptions of six buildings
- Brief presentation to Board of Supervisors

Section 5 – Time of Performance

Project will commence after execution of this Work Authorization. The FIRM and OWNER agree to the following schedule:

Task	Time Elapsed to Subtask Completion
Notice to Proceed (NTP)	0 Days
Data gathering	2 weeks after NTP
Field Inspections	4 weeks after NTP
Submit Summary Report	8 weeks after NTP
Project Closeout	10 weeks after NTP

Section 6 – Method and Amount of Compensation

1. The FIRM shall be paid by the OWNER in accordance with the Florida’s Prompt Payment Act Florida Statute 218.70-79 and in accordance with the payment method as set forth in Section 6 of the AGREEMENT. The calculations shall begin using the date the invoice was received.
2. Total job price: **\$22,413.**

3. The cost for the above scope of services is a lump sum (LS). The LS is based on the materials, methods, and assumptions presented in the scope of services. The LS shall not be greater than the stated amount unless there is an approved increase in the scope of services.
4. A Budget Summary for the above LS is provided in Attachment B.

Section 7 – Application for Progress Payment

1. Unless otherwise prescribed by law, at the end of each month, the FIRM shall submit to the OWNER for review, an Application for Progress Payment filled out and signed by the FIRM covering the Work completed as of the date of the Application and accompanied by such supporting documentation as is required by the AGREEMENT.

Section 8 – Responsibilities

The FIRM shall, under no circumstance, look to the OWNER to provide any labor or equipment for the FIRM not specified herein. The FIRM shall provide all of the labor and equipment necessary to perform the job or services contracted for at the expense of the FIRM. Property of any kind that may be on the premises, which are the site of the performance of this contract, during the performance of this Work Authorization, shall be at the sole risk of the FIRM.

- 8.1 The OWNER hereby designates Joe Stephens as the OWNER's representative.
- 8.2 In addition to applicable provisions of Section 2 of the AGREEMENT, the OWNER will:
 - Provide copies of existing drawings (if available)
 - Assist FIRM with gaining access FPL Electrical Rooms

The FIRM acknowledges and understands that it is an independent contractor in its relationship with the OWNER. The FIRM hereby designates Rick Olson as the FIRM's representative.

Section 9 – Insurance

The FIRM shall provide certificate of insurance to the OWNER setting forth the type and amount of insurance carried by the FIRM and conforming to the minimum requirements set forth in the AGREEMENT.

Section 10 – Level of Service

The OWNER shall have the right to terminate said Agreement by giving the FIRM thirty (30) days written notice if the service that is being provided is not maintained at levels necessary to provide the required service. The OWNER will determine in its sole judgment what constitutes a satisfactory level of service.

Section 11 – Indemnification

The Firm shall indemnify and hold harmless the Owner and its officers and employees as set forth in Section 11 of the Agreement.

IN WITNESS WHEREOF, this Work Authorization, consisting of seven (7) pages and Attachment A has been caused fully executed on behalf of the FIRM by its duly authorized officer, and the OWNER has the same to be duly name and in its behalf, effective as of the date herein above written.

CORAL SPRINGS IMPROVEMENT DISTRICT

Signature of Witness

Signature of President

Printed name of Witness

Mark Ritter
Printed Name of President

Date

Approved as to form and legality

District Counsel

State of Florida
County of Palm Beach

ENGINEER

The foregoing instrument was acknowledged before me on this

Globaltech, Inc.
Company

___ day of _____, 2025 by

Signature

Richard D. Olson
who is personally known to me OR
produced _____
as identification.

Richard D. Olson, P.E., Vice President
Name and Title (typed or printed)

Signature of Notary

May 19, 2025
Date

Attachment A

Budget Summary

Coral Springs Improvement District
Work Authorization No. 237 - Assessment of Secondary WWTP Structures
Engineering Fee Details

Task	Task Description	Officer	E7	E6	E3	E2	E1	CADD	Adm 3	Adm 2	Adm 1	Total Labor	Expense/ Subconsul. Fee	Subconsul.
		\$262.50	\$237.50	\$225.00	\$156.25	\$131.25	\$98.88	\$142.14	\$97.50	\$82.50	\$59.74			
1	Project Coordination													
	Project Development & Estimation	0	2		0	0	0	0	2	0	0	\$670		
	Project Management	0	2		0	0	0	0	4	0	0	\$865		
	Subcontract Management	0	2		0	0	0	0	0	0	0	\$475		
	Schedule	0	1		0	2	0	0	0	0	0	\$500		
	Project Closeout	0	1		0	0	0	0	0	2	0	\$403		
2	Site Visits and Document Review													
	Data Gathering and Review	0	2		0	0	0	0	0	0	0	475		
	Preliminary meeting with WGI	0	2		0	0	0	0	0	0	0	\$475		
	Structural Assessment	0	0		0	0	0	0	0	0	0	\$0	\$ 15,000.00	WGI
3	Summary Report													
	Summary Report Preparation	0	2		0	0	0	0	0	0	0	\$475		
	Estimate of Probable Construction Cost	0	2		0	0	0	0	0	0	0	\$475		
	Presentation to Board	0	0		0	0	0	0	0	0	0	\$0	\$ 1,000.00	WGI
	Labor Total Hours	0	16	0	0	2	0	0	6	2	0	26		
	Labor Total	\$0	\$3,800	\$0	\$0	\$263	\$0	\$0	\$585	\$165	\$0	\$4,813		
	Subconsultant Labor Total												\$16,000	
	Subconsultant Multiplier												1.1	
	Subcontract Total												\$17,600	
	Field Expenses												\$0	
	Expense Total												\$0	
	ENGINEERING TOTAL												\$22,413	