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EXHIBIT A
CITY OF COOPER CITY
WATER SUPPLY FACILITIES WORK PLAN UPDATE
TASK ORDER No. 2025-02
SCOPE OF SERVICES

PROJECT BACKGROUND

The South Florida Water Management District (District) completed the 2023-2024 Lower East Coast Regional Water Supply Plan (RWSP) in September 2024 through the planning horizon from 2021 through 2045. Florida Statutes require that local governments update their Comprehensive Plans to include the local government's Water Supply Facilities Work Plan or Work Plan Update within 18 months after the District's Governing Board approves the applicable RWSP. The City of Cooper City (CITY) last updated its Water Supply Facilities Work Plan in 2019 and incorporated it into its Comprehensive Plan in 2020. The purpose of this scope of work is to provide a 2025 update of the 2019 Work Plan and incorporate this update into the CITY's Comprehensive Plan. The deadline for incorporation of the updated Work Plan into the Comprehensive Plan is March 12, 2026.

Hazen and Sawyer (CONSULTANT) proposes a scope of work for this project as outlined below.

SCOPE OF SERVICES

TASK 1 – UPDATE WATER SUPPLY FACILITIES WORK PLAN

The District issued a *Technical Assistance Guide for Water Supply Facilities Work Plan Updates* in September 2021. CONSULTANT shall update the CITY's 2019 Water Supply Facilities Work Plan consistent with these guidelines. As specified in the Guidelines document, the updates shall address the following items.

Population Projections and Water Suppliers

- Update the planning period of the Work Plan to the current year including: a minimum 15-year period consistent with the RWSP and the CITY's Comprehensive Plan.
- The 15-year planning horizon will be 2030 through 2045.
- Revise population projections with consideration given to the most current data.
- Provide updated consumptive use permit information for the CITY's water treatment plants.
- Show the CITY's service area(s) for the jurisdiction using a map.
- Update existing and projected level of service standards and per capita use rates.
- Update the current and future infrastructure needs of the CITY.

- Revise the status of alternative water supply capital improvements for the CITY to be consistent with the revised planning period.

Water Demand Projections

- Using the populations, planning period, and level of service/per capita use rate developed above, CONSULTANT shall revise existing water demand projections. The results should be consistent with the RWSP. The projections should address current and projected needs and sources based on the demands for industrial, agricultural, and potable water use.
- CONSULTANT shall process the above data and develop spreadsheets and graphics forecasting the finished water demand and raw water demand in 5-year increments through the planning period.
- CONSULTANT shall compare the raw water demand forecast to the available water supply allocation in the CITY's water use permit to determine if a water supply shortfall (a.k.a., "demand-not-met") is predicted over the next 20 years.
- CONSULTANT shall update the Work Plan's water demands for self-served areas (e.g. private wells) and non-potable water (e.g. agriculture, industrial, irrigation).

Water Supply Sources and Treatment Capacities

CONSULTANT shall:

- Describe existing and future water sources for the CITY to meet the demand over the planning period. Note: In areas having limited fresh water availability, alternative sources may be necessary.
- Describe existing and future water treatment facilities and capacities to meet the demand over the planning period.
- Describe new commitments for water conservation and reclaimed water programs, if applicable.
- Identify geographical areas and projected withdrawal amounts for existing and future domestic self-supply systems. Provide details of plans to provide regional water service to these areas in the planning period, if any.
- Identify potential impacts to existing Minimum Flow and Levels (MFLs), water reservations, and/or restricted allocation areas in the updated planning period, if applicable.
- Provide updated water service area descriptions.

Water Supply Projects

CONSULTANT shall:

- Update water supply projects (alternative and traditional) to be consistent with the Work Plan's planning period (e.g. delete completed projects and add projects planned for the updated planning period).

- Revise the 5-Year Schedule of Capital Improvements to include the water supply projects deemed necessary within the five-year planning period.

Summary Table

As required by the District, CONSULTANT shall develop a summary table in the Work Plan identifying where various items of the Work Plan are located within the local government's comprehensive plan.

Task 1 Deliverable(s):

- **Draft Updated Work Plan** – CONSULTANT shall prepare and electronically issue a PDF version of the draft updated work plan.
- **Review Meeting** – CONSULTANT shall participate in one review meeting with CITY to receive and discuss CITY's review comments for the draft submittal.
- **Final Work Plan** – Comments received from CITY will be incorporated into the final version of the updated Work Plan. CONSULTANT shall prepare and electronically issue a PDF version and Microsoft Word version of the Final Updated Work Plan.

TASK 2 – COMPREHENSIVE PLAN UPDATE

CONSULTANT shall review the CITY's Comprehensive Plan Goals, Objectives and Policies related to water supply and provide suggested revisions to the Comprehensive Plan based upon the Updated Work Plan.

Existing goals, objectives, and policies in the Comprehensive Plan shall be reviewed to determine if any updates are needed or because of changes in statutory requirements. The results of the review will be summarized in the data and analysis section of the Work Plan to comply with District Guidelines. Information for the Work Plan update will be cross-referenced and/or located in more than one element of the Comprehensive Plan. The goals, objectives, and policies shall consider the following issues, as listed in the District's Guidance document.

- Implementation of the Work Plan
- Concurrency provisions for water supply availability
- Water conservation programs and activities
- Alternative water supply projects and reclaimed water programs
- Level of service standards
- Water supply/source needs and demands
- Capital Improvement Element
- Intergovernmental coordination with the SFWMD, water suppliers, and other local governments, including areas that cross jurisdictional boundaries. Identify any joint planning areas and joint infrastructure service areas related to water supply.
- Incorporation of the Work Plan into the Comprehensive Plan

The CITY will be responsible for incorporating the suggested revisions into the Comprehensive Plan document. There are three options available to local governments for adopting Work Plan updates into the Comprehensive Plan:

- Option 1: Work Plan as a standalone document adopted by reference into the local government's Comprehensive Plan;
- Option 2: Work Plan incorporated into the local government's Comprehensive Plan; or,
- Option 3: Work Plan requirements incorporated into applicable elements of the Comprehensive Plan.

CITY will provide information on the option to be utilized. CONSULTANT shall indicate in the Work Plan Update the option selected by CITY.

Task 2 Deliverable(s):

CONSULTANT shall provide a memorandum with suggested revisions, if any, to the Comprehensive Plan based upon the updated Work Plan.

ASSUMPTIONS

The following assumptions were made in preparation of the level of effort associated with the described scope:

- Historical and forecasted population will be based on information developed and utilized in the 2025 Water Master Plan project.
- The population and water demand forecasts presented in the Work Plan Update shall extend to the year 2045, which is consistent with the SFWMD's 2023-2024 RWSP.
- All deliverables will be electronic.
- CITY will provide CONSULTANT with information on recent developments regarding its reuse system and water conservation.
- If construction costs are required to be supplied in the updated Work Plan for water supply projects, the estimates shall be supplied by CITY.

SCHEDULE

Engineering services shall be completed within six (6) months from receipt of the Notice-to-Proceed.

COMPENSATION

Compensation shall be made to CONSULTANT for a total amount of \$43,109 as summarized below.

Task	Description	Estimated Fee
1	Update Water Supply Work Plan	\$29,157
2	Comprehensive Plan Update	\$13,952
Total Labor (Lump Sum)		\$43,109

SUBMITTED BY:

Hazen and Sawyer

BY: 

Janeen M. Wietgreffe, PE, PMP

Vice President

Dated this ____ day of _____, 2025

APPROVED BY:

CITY of Cooper CITY

BY: _____

Akin Ozaydin, PE

Utilities Director/City Engineer

Dated this ____ day of _____, 2025