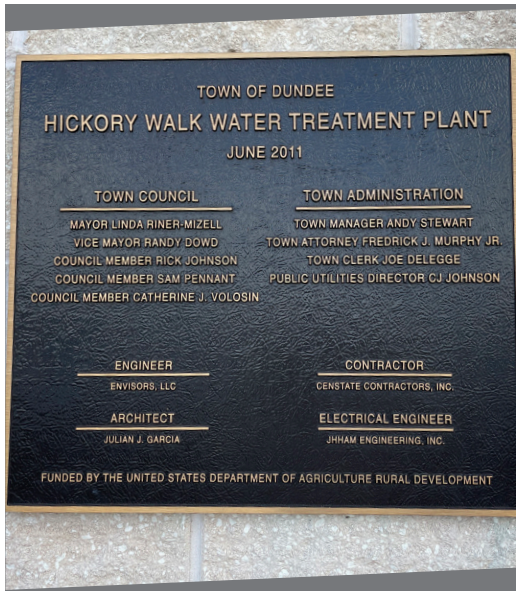


TOWN OF DUNDEE

RFQ Number 23-01 | Continuing Professional Consulting Services Contracts

Due Date/Time: September 13, 2023 | 4:00 PM



Prepared for:

Trevor Douthat, Town Clerk
202 East Main Street
PO BOX 1000
Dundee, FL 33838





3.2.1 - Title Page

Title Page

TOWN OF DUNDEE

RFQ Number 23-01 | Continuing Professional Consulting

Services Contracts

Due Date/Time: September 13, 2023 | 4:00 PM

Contact:

Kelcia Mazana
(407) 917-9590
kmazana@chacompanies.com

Large Firm Services - Multi-Discipline Firm

CHA is pursuing all services categories.

2.2.1 Services Related to Utility Systems:

- Potable water treatment, transmission and distribution
- Sanitary sewer treatment, transmission and collection
- Geographic mapping of utilities and infrastructure
- Reclaimed water treatment, transmission and distribution
- Route surveys for utility projects
- Surveying for wastewater treatment plant (WWTP) projects
- Surveying for water treatment plant (WTP) projects
- Geodesign and green infrastructure systems

2.2.2 Services Related to Transportation Systems:

- Roads and drainage
- Bridge
- Urban transportation
- Traffic signage
- Traffic studies
- Traffic signals
- Advanced traffic management system
- Alternate means of transportation
- Trails and greenways

2.2.3 Services Related to Solid Waste:

- Solid waste operation planning
- Route studies
- Waste stream studies

2.2.4 Services Related to Parks and Recreation:

- Architecture services related to parks and facilities design
- Landscape architecture

2.2.5 Services Related to General Consulting Services:

- Architectural services to a project (including landscaping)
- Geographic Information Systems (GIS)
- Boundary and topographic surveying
- Legal descriptions and as-built surveys
- Asset management in conjunction with mapping and inventory
- Mapping of municipal boundaries
- Geotechnical – soils analysis and testing
- Environmental – wetland and endangered species
- Floodplain management
- Hydrologic investigations
- Stormwater planning and modeling
- Land use planning
- Policy analysis
- Project outreach and communication
- Development of artistic renderings and conceptual layouts

3.2.2 - Cover Letter



September 13, 2023

Trevor Douthat, Town Clerk
202 East Main Street
PO BOX 1000
Dundee, FL 33838

RE: Continuing Professional Consulting Services Contracts; RFQ 23-01

Dear Mr. Douthat,

As an industry leader in providing professional engineering solutions, we know that CHA Consulting, Inc. (CHA), formerly Reiss Engineering, Inc., can offer the Town of Dundee (town) comprehensive engineering solutions that are creative, environmentally sound, and focused on meeting the town's goals. With access to the capabilities of over 1,700 employees, constituting a nationwide network of specialized knowledge and skill sets, CHA's multi-disciplined project team possesses a full complement of expertise spanning the technical scope for this general engineering contract. CHA also offers the following advantages:

Multi-Disciplined Experts: CHA is the single source for all our clients' questions and needs, no matter the type or complexity. Our comprehensive in-house services uniquely position us to reduce project delivery costs through value engineering and efficient project management, reduce change orders during construction, and drive project schedules from initial concept design through construction and project acceptance. From funding to construction, your projects will benefit directly from a strategically chosen team of CHA professionals who are leading experts in utilities, stormwater, civil/site, environmental, solid waste, transportation, architecture and general engineering services. Collaboration among our in-house technical disciplines locally and throughout the country is key to CHA's ability to be nimble, attentive, and quick to respond while providing the resources, experience, and expertise to meet project goals.

Water and Wastewater Engineering Experts: As a leader in water, wastewater and general engineering services, we know what it takes to achieve your water and sewer utility goals. Our professionals use their knowledge and expertise to assess, plan, design and construct needed infrastructure while providing comprehensive engineering services along the way. From funding to construction, your projects will directly benefit from our team's strength, which was strategically chosen to provide you with distribution, collection, treatment, environmental, and funding solutions.

Local Benefits: Hiring a local consultant has many benefits, including prompt response and established community relationships. We have successfully served the town with local talent such as **David MacIntyre, David Kelly, and Joe Haber**. CHA is currently teamed with **RESPEC, LLC on the Town's Population and Potable Water Demand Projections** project, working to plan an effective path towards the future for the town in the coming years. We will work collaboratively with the town as the right partner to have sufficient staff, equipment, and systems available to meet or exceed your expectations with our deliverables. Our team of highly trained engineers and specialists has the technology, resources, and expertise needed to design high-quality infrastructure solutions that last.

We Want to Continue Working for You. We work for many local, small towns in Florida, including Lake Wales, New Smyrna Beach, and Dunedin, to name a few and we look forward to continue to serve the Town of Dundee. We look forward to working with the town's team to communicate ideas, work through challenges, and achieve your goals. We look forward to the opportunity of working with you. If you have any questions, please contact me at (407) 917-9590 or kmazana@chacompanies.com.

Sincerely,

Allen Dethloff, PE
Client Service Manager

Kelcia Mazana, EI
Project Manager/Client Contact

20 3rd Street S.W., Suite 202, Winter Haven, FL 33880
T 863.268.8242 • www.chacompanies.com

3.2.3 - Table of Contents

Please note that we meet the max page count requirement. We include page numbers on all pages for easy reference.

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3.2.4 - Executive Summary

Executive Summary



Contact

Kelcia Mazana, EI
Project Manager/Client Contact
(407) 917-9590
kmazana@chacompanies.com

Business Structure

Corporation; CHA is active and in good standing with the Florida Department of State under document number F08000004937.

About CHA

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

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

The CHA team has over 1,700 highly trained engineers and technical specialists available to provide comprehensive engineering services in each category listed in the Town of Dundee's Request for Qualifications (RFQ).

CHA at a Glance



1,700 Employees firm-wide



71 Years in business



50 Offices in the USA

We provide full service programming and design for services, including:

- Alternative delivery
- Architectural
- Asset management
- Aviation design & planning
- Civil engineering
- Construction engineering
- Electrical
- Energy solutions
- Environmental, health and safety
- Geospatial innovation
- Life safety and security
- Mechanical
- Program management
- Solid waste
- Sports planning and architecture
- Sustainability
- Structural
- Survey
- Tank rehabilitation
- Technology solutions
- Transportation engineering and planning
- Water and wastewater
- Wireless communications
- Geotechnical
- Health and safety
- Land development

CHA has a diverse range of experience in providing engineering services and program activities to various clients, including governmental entities and investor-owned utilities. We have successfully worked with clients across different sectors, which has enriched our expertise and allowed us to adapt to the unique requirements of each client. On the right are some of the markets and sectors we serve.

Markets:
Government | Industry | Utility
Education | Commercial Development

Sectors:
Infrastructure | Aviation | Transportation | Water Resources
Buildings | Building Design | Fire Protection | Land
Development | Project Management and Construction
Management | Sports | Power | Advanced Energy and
Manufacturing | Asset Management | Utility Infrastructure

Firm Capabilities and Experience

CHA's extensive network of specialized experts provides the Town of Dundee with access to our comprehensive resources to develop creative, workable solutions to accomplish the town's goals. A selective screening process and active industry involvement verify that we employ and partner with dynamic thinkers.

We have compiled a team with specialized expertise and experience working together on previous projects. We have carefully crafted this team based on this work history, our understanding of the town's needs, and our ability to deliver quality services on any project that may arise under this contract. Our professionals across multiple disciplines, coupled with the expertise of our subconsultants, create a dynamic collection of knowledgeable, experienced practitioners that deliver thorough, high-quality products and services to our clients.

CHA has built a reputation for providing responsive service combined with deep technical capabilities. In addition to our reputation as a leading design, permitting, and construction management firm, CHA is a preferred consultant for many municipalities. We currently hold over 50 continuing on-call contracts with public utilities in Florida for the same types of services proposed for this contract. Our clients call on us to complete their most challenging and high-profile projects. We encourage the town to contact the references listed within our response to learn more about how we deliver value to our clients.

This request for qualifications (RFQ) lists various services that may be requested under the Scope of Services for this contract. CHA is well suited to deliver on the full suite identified. Select examples include:



UTILITY SYSTEMS

Our involvement with water/wastewater projects includes comprehensive water and sewer master planning, potable water storage and distribution systems, reclaimed water distribution, sewage collection facilities, pump station design and rehabilitation, and pipeline rehabilitation using trenchless technologies. We have provided design services for numerous local projects, replacing water and sewer lines in older neighborhoods and extending new services into existing neighborhoods on septic wells. The CHA team has extensive experience in the design of large- and small-diameter water mains and force mains, and pump stations ranging from small lift stations to regional booster stations in several different municipalities across the state of Florida. One of our most recent projects is the City of Haines City Reclaimed Water General Storage Tank and Pump Station project where our team provided, design, hydraulic analysis, permitting and construction administration for the pump station.



TRANSPORTATION/TRAFFIC

The CHA team has completed various projects throughout Florida. Our relevant recent experience will provide the town with a team with the expertise and knowledge to apply successful design applications where all modes of travel are prioritized, not just the automobile. One of our most recently completed projects is Prospect Road from Commercial Boulevard to SR 811; this project was part of a Broward MPO mobility project and consisted of continuous green-colored five-foot bicycle lanes in both directions, roadway widening to accommodate bike lanes, replacing the outside travel lane with seven-foot buffered bicycle lanes, and bulb-outs. CHA also completed over 10 neighborhood improvement projects for the City of Miami Beach, including the 11th Street Roadway Reconstruction project from East Alton Road to West of Washington Avenue to fight the effects of sea level rise. The roadway profile of 11th Street was raised two feet and involved impacts to the existing drainage system and adjacent properties. This project also consisted of installing a new drainage system along the corridor while harmonizing and providing flood protection to the adjacent properties.

The CHA team has the appropriate experience for the planning and design of any proposed improvements to the extensive bike trail paths or bike lanes that share the road with traffic. CHA recently sponsored the 2023 Miami-Dade and Broward MPO Safe Streets Summit. We have experts that have evaluated and completed master plans encompassing multi-modal transportation issues and context-sensitive solutions to accommodate ancillary facilities to enhance the preservation and amenities.

For example, CHA recently completed the design for the Underline Phase 2 along US-1. This design-build project is part of a 10-mile linear park, urban trail, and living art destination that will transform the land below Miami's Metrorail. Once completed, The Underline will be the primary bicycle and pedestrian connection from Downtown Miami to the southwest Miami-Dade neighborhoods and serve as a link and regional spine in a regional network of existing and proposed trails.

The CHA team can perform transportation demand modeling that covers various applications and research, including AADT and DDHV projection, modal analysis, socio-economic data analysis, subarea and corridor analysis, and alternative regional trend evaluation. We apply FSUTMS models, such as SERPM with CUBE Voyager and CUBE Analyst. We also specialize in multi-modal operations modeling using VISSIM, Synchro, and CORSIM to support decision-making from intersections to corridors, traffic to transit, arterial to freeway, and managed lanes.

We have developed VISSIM models for several multi-modal corridor studies, including the Downtown Salt Lake City Transit Study (Salt Lake City, UT), Sunrise Boulevard Traffic Analysis and Signal Retiming (Fort Lauderdale, FL), Glades Road Traffic Analysis and Signal Retiming (Boca Raton, FL), Broward Boulevard Transit Study (Plantation and Fort Lauderdale, FL), Hallandale Boulevard Railroad Crossing (Hallandale, FL), and Hillsboro Boulevard Railroad Crossing (Deerfield Beach, FL).



SOLID WASTE

CHA has extensive experience developing solid waste plans and recycling studies, including evaluating source separation and post-collection separation system concepts. We have analyzed, designed, permitted, and administered the construction/installation of greenhouse gas emission control technology, including the generation and sale of power to the local utility and the monetization of carbon credits from the destruction of landfill methane under the Climate Action Reserves protocol. CHA staff has extensive experience and expertise in environmental permitting and monitoring landfills, transfer stations, materials recovery facilities, recycling and compost operations, resource recovery facilities, and other International Society of Weighing & Measurement (ISWM) system components.



PARKS AND RECREATION

From parks and housing communities to schools, streetscapes and commercial sites, landscape architecture brings aesthetic cohesiveness and creates meaningful opportunities for people of all ages and abilities to engage with natural and built environments. CHA's landscape architecture team draws on science and design principles for the analysis, planning, design, management, and stewardship of public and private spaces. They use their varied backgrounds to understand community and urban planning, sustainability, ecological services, grading and drainage, site layout, and plant identification and design. The landscape architecture team often acts as a bridge or translator between the other design disciplines such as architecture and engineering.

Subconsultants:

CHA acknowledges that subconsultants are not requested in this RFQ. Below are some subconsultants that we have a strong prior history of working together successfully and would consider utilizing during this contract.



HYDROGEOLOGY/HYDROLOGY

RESPEC Company, LLC (RESPEC) professional engineers specialize in stormwater and drainage engineering solutions for the urban environment. RESPEC's water-resource engineers specialize in hydrology and hydraulics planning and design services. They perform hydrologic and hydraulic modeling using the Storm Water Management Model (SWMM), Hydrologic Modeling System (HEC-HMS), River Analysis System (HEC-RAS), FLO-2D, and many other programs. RESPEC is adept at designing infrastructure in urban settings; they factor in public safety, property protection, channel stability, construction costs, multi-use potential, floodplain impacts, environmental constraints, and stakeholder concerns.

AquaSciTech is led by David MacIntyre, PE, the firm's principal water resources engineer with a broad-based background in hydrology, hydrogeology, contaminant transport, and the computer modeling of groundwater and surface water systems. He is a senior technical specialist in water supply, reuse of reclaimed water, hydroperiod as a predictor of stress in hydrologically isolated wetlands, and assessment of groundwater and surface water systems and the interactions between them.



SOLID WASTE

JHS Environmental Engineering (JHSEE) are a solution oriented consulting firm based in Wekiva Springs, Florida, and believe no problem is unsolvable. They ensure a solution that is the most environmentally sound, cost effective, socially responsible.



GEOTECHNICAL

Madrid CPWG has been providing professional services to municipalities throughout Florida since its inception in 1992. Recently, Madrid Engineering Group, Inc. and Cribb Philbeck Weaver Group, Inc. (CPWG) merged to create Madrid CPWG. They have provided engineering and planning services for hundreds of municipal projects and have multiple teams specializing in specific design areas, such as civil engineering, geotechnical engineering, environmental engineering, stormwater, transportation, traffic, utility (electrical, water and wastewater), survey, and landscape architecture. Madrid CPWG also has a strong construction management team available to guide projects through the construction process. The construction team contains experts with decades of experience in construction administration, construction inspection and materials testing. Madrid CPWG's goal on each project is to provide clients with the best services, materials, and a completed project that meets or exceeds expectations.

Madrid CPWG provides services throughout Florida, but a primary focus is working on projects in Polk County. They have continuing services contracts with multiple county agencies and multiple municipalities within Polk County. Madrid CPWG regularly completes geotechnical engineering projects for nearby municipalities, such as the City of Winter Haven and the City of Plant City.

Tierra, Inc. began operations in Florida in November 1992 and has offices in Tampa, Winter Garden, Pensacola, Florida. Tierra has a long and successful history of providing superior and innovative service to our clients throughout the southeastern United States. They provide clients with high-quality professional services, timely scheduling and economical engineering solutions in return for fair and reasonable fees. Tierra can provide a complete range of geotechnical engineering services. Our organization helps the construction and long-term performance risks associated with subsurface conditions. These services include planning, field and laboratory programs, design recommendations, quality control, and instrumentation and performance studies. Applications are for roadways, buildings, airport facilities, transportation systems, landfills, dams, and other civil and private projects.



SURVEYING AND MAPPING

ECHO Utility Engineering & Survey is a minority-owned small business founded by a group of partners with civil engineering, surveying, construction, and utility/GIS background, who believe in providing high-quality and reliable utility and survey data to design better, build faster, and safely enhance engineering, design, construction and maintenance of infrastructure. ECHO currently employs over 65 full-time employees and has 22 field crews that can provide services for projects under this contract. ECHO was founded in 2017 to provide subsurface utility engineering (SUE) and survey and mapping professional services throughout Florida for a variety of projects, assisting owners, engineers and constructors in better performing throughout the entire project cycle, from design to construction and maintenance of infrastructure.

Pickett and Associates provides surveying, aerial mapping, and LiDAR services to public entities, electric utilities, environmental consultants, construction companies, telecommunications companies, and power and telecommunication consultants. This exclusive combination of surveying, mapping, and LiDAR services provides efficient opportunities for Pickett's clients.

Since 1963, Pickett has provided a wide range of specialized surveying services by embracing leading-edge technologies. Pickett has a proven track record of working successfully with the county and providing similar services to SWFWMD, FDEP, USDA, and USF&W. Pickett offers turn-key surveying and mapping services on land, air, and water by seasoned professionals. Pickett's field crews are experienced in the latest surveying techniques and deliver thorough field surveys that translate smoothly into a final map product. Survey deliverables include OHWL surveys, laser scanning, boundary surveys, ALTA/ACSM surveys, topographic surveys, corridor surveys, hydrographic surveys, route surveys, as-built surveys, GPS control surveys, quantity/volume surveys, control surveys, construction staking, subdivision platting, legal descriptions, and expert witness testimony.

3.2.5 - Statement of Understanding and Site Visit

Statement of Understanding

Firm's Technical Approach to Work

The Town of Dundee is preparing for a period of utilities infrastructure expansion as the town is projected to see significant growth in the coming years. The town has been very successful at planning, and conducting budget forecasting to acquire funding to address its growth and repair and replacement (R&R) needs. To continue with its progressive plans the town needs professional engineering support that is technically sound and cost-efficient. The implementation work will range from large high profile projects to small, locally critical projects. CHA's approach is to provide a project team with the technical qualifications required to provide sound engineering, yet organized to efficiently complete both small or large infrastructure projects. The efficiency comes from our experience with similar projects, but more importantly our experience with the Town of Dundee. The town will directly benefit from CHA knowledge and experience with you. CHA is actively supporting the town's long-term planning needs by initiating visits to your treatment facilities on February 23, 2023 and proactively developing of Dundee's Potable Water Distribution System Hydraulic Model (see Figure 1) and developing Population Projections from year 2025 to year 2050 (see Figure 2) while assisting the town's with its 2021 Public Supply Annual Report (PSAR) developed for resubmission to Southwest Florida Water Management District (SWFWMD) in September 2023. CHA will leverage this specific knowledge of the town into efficient and successfully engineered and operated projects.

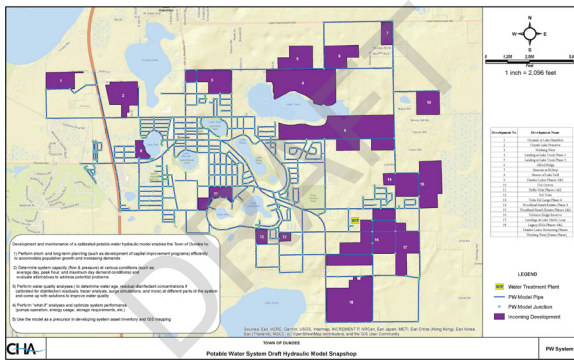


Figure 1 - Potable Water System Hydraulic Model

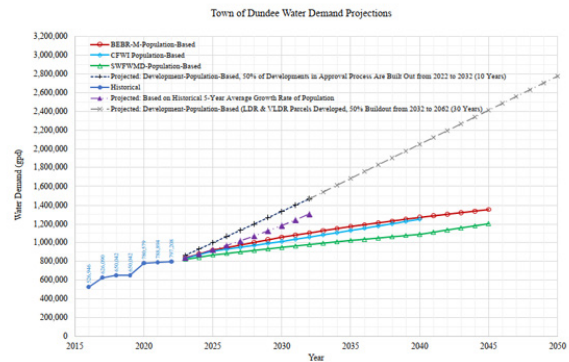


Figure 2 - Water Demand Projections

Understanding of Scope and Implementation

The town needs a project team qualified to provide civil and environmental engineering services for master planning, design, construction inspection and permitting of water and wastewater systems to implement the town's key infrastructure projects for utility, transportation, solid waste, parks and recreation and general consulting services including:

- Potable Water (PW), Sanitary Sewer (SS) and Reclaimed Water (RW) Treatment, Transmission and Distribution/Collection
- Feasibility Studies
- Lift Station and Pump Station Design
- Potable/Reclaimed/Wastewater Pipe Network Design
- Gravity Sewer System Design
- Inflow and Infiltration Analysis
- Treatment Optimization, Analysis and Process Design
- Hydraulic Modeling and Master Planning
- Consumptive Use Permitting and Permit Reporting
- Plant Operation Permitting
- General Project Design Permitting
- State and Local Agency Permit Correspondence
- Evaluation of Historical Consumption Demand
- Prediction of Future Consumption Demand
- System Wide Condition Evaluation
- Development and Prioritization of Long-Term CIP
- Construction Inspection Services
- Geographic Mapping of Utilities and Infrastructure
- Surveying for PW, SS, RW Projects and Route Surveys
- GeoDesign and Green Infrastructure Systems
- Bridge, Roads and Drainage
- Urban Transportation
- Traffic Signage, Studies, and Signals
- Advanced Traffic Management System
- Alternate Means of Transportation
- Trails and Greenways
- Solid Waste Operation Planning
- Route and Waste Stream Studies
- Architecture Services Related to Parks and Facilities Design
- Landscape Architecture
- Architectural Services to a Project (including Landscaping)
- Geographic Information Systems (GIS)
- Boundary and Topographic Surveying
- Legal Descriptions and As-built Surveys
- Asset Management in Conjunction with Mapping and Inventory
- Mapping of Municipal Boundaries
- Geotechnical – Soils Analysis and Testing
- Environmental – Wetland and Endangered Species
- Floodplain Management
- Hydrologic Investigations
- Stormwater Planning and Modeling
- Land Use Planning
- Policy Analysis
- Project Outreach and Communication
- Development of Artistic Renderings and Conceptual Layouts

The CHA team will apply our intimate understanding of town’s specific project needs to efficiently implement these important town projects that will serve future generations of residents. You will directly benefit from our involvement with key regional initiatives such as the Polk Regional Water Cooperative (PRWC).

As outlined in the town’s current CIP, CHA understands the current and future utility needs of the town, and has a well-qualified team to complete all of the listed projects including the various conventional projects such as Master Plan Update for Water Distribution and Wastewater Collection Systems, Water Main Extensions along N. Scenic Highway from Lake Mabel Loop Road to Stalnaker Road, and Septic Tank Elimination Project, as well as the more complex assignments such as the Water Plant #2 (PRWC Plant) Upgrade which will include PRWC Alternative Water Supply, 1 MG ground storage tank, Electrical with its building, instrumentation and controls, flow meter station with an above-ground Injection station. The town will benefit from CHA’s ability to manage State Revolving Funds (SRF) grant projects within or under the established budget, schedule, and regulatory requirements for projects such as the town’s upcoming Septic Tank Elimination Project which includes construction of new sanitary sewer lines. CHA understands this need, and has the proven track record, past experience, and technical personnel to provide the required services above and beyond the town’s goals and expectations relative to budget, schedule and regulatory requirements.

Understanding of Dundee’s Specific Needs

One of the significant values CHA can bring to the Town of Dundee is a clear understanding of the specific needs and concerns of the town and its community. Working as an extension of staff, CHA can provide the town with innovative solutions that can assist with the implementation of the following initiatives:

- Complete master planning to aid town management in cost-effective and technically-sound decision making for potable water, sanitary sewer system, and stormwater
 - Improve instrumentation and controls and programming software treatment plants
 - Improve asset management software program for potable water and sanitary sewer systems
 - Implement I/I sewer study
 - Prepare for development growth (see Figure 3)
 - Continue with support of related PRWC activities, including PRWC Alternative Water Supply Upgrade
 - Continue water main extensions and looping projects
 - Continue town’s maintenance/repair/replacement program for distribution system, collection system, and treatment plants components such as mains, pumps, wells, treatment equipment, storage tanks, manholes, and lift stations
 - Modify the town’s consumptive use permit
 - Continue implementing solid waste operation planning
 - Implement CCTV of stormwater system
 - Improve drainage of Lake Menzie Drive & Third Street
 - Conduct traffic signage, studies, and signal planning, sidewalks, streets and roads projects, such as Lake Marie Drive Improvements, Dundee Road Widening, and various resurfacing projects
 - Continue implementing parks and recreation improvement projects, such as Merrill Park, Lake Menzie Park, Highlands Water Park, and the community center
 - Conduct construction inspection based on the level of services the town requires in the field for projects ranging from simple pipeline replacement to complex plant rehabilitation
- CHA offers both the cutting edge technical capabilities and small project efficient design services that meet the wide range of project needs anticipated by the town on these specific challenges.

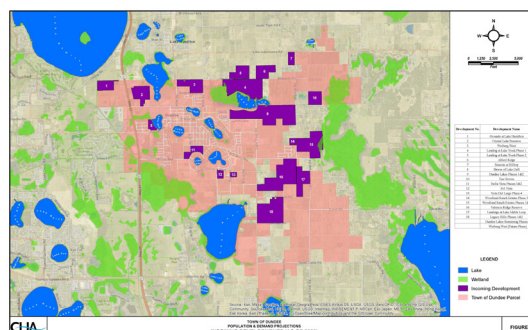
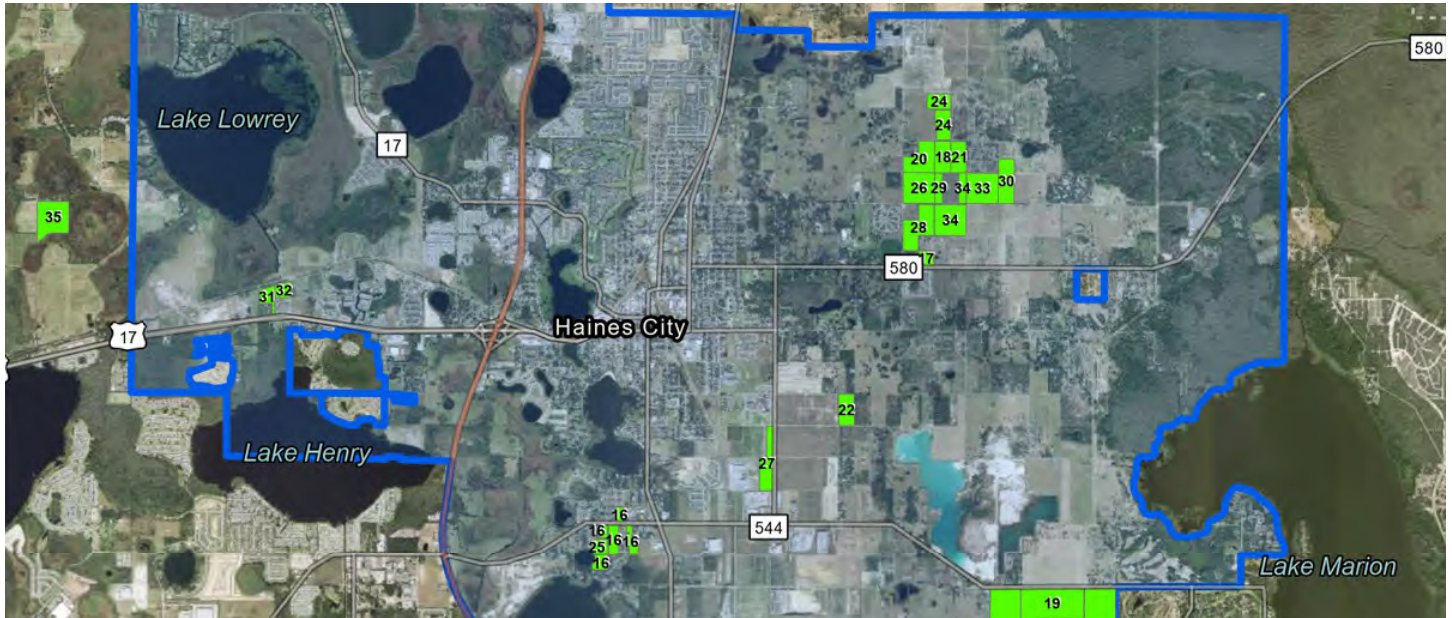


Figure 3 - Incoming Developments

3.2.6 - Similar Project Experience

3.2.6 - Similar Project Experience



Performance Period

Start Date: 2022
Original End Date: 12/2023
Actual End Date: TBD (Ongoing)

Budget

CHA Fee: \$263,000 (Original)
CHA Fee: \$263,000 (Actual)
Construction Cost: N/A

List of Change Orders/ Time Extensions

None

Reference

James Keene
Public Services Administrator
620 E Main Street
Haines City, FL 33844
T: 863.421.9951 ext. 5954
E: James.Keene@hainescity.com

Relevance to Scope

- ✓ Regulatory compliance and permitting for W/WW facilities
- ✓ Hydrogeologic modeling
- ✓ Well construction and abandonment
- ✓ Wellhead protection, water quality, and EAs

Water Use Permit (WUP) Modification

City of Haines City, FL

CHA, supported by AquaSciTech Consulting, is assisting the City of Haines City in modifying their WUP to increase capacity in response to the dramatic increases in population and potable water demand that the region is experiencing. Since the Central Florida Water Initiative (CFWI) Supplemental Applicant's Handbook became effective in January 2022, the WUP modification process with the Southwest Florida Water Management District (SWFWMD) has become significantly more complex, as the district applies the new CFWI rules, including limiting Upper Floridan aquifer (UFA) allocations to the demonstrated 2025 demand. In addition, there is no existing precedent for modification CFWI WUPs by SWFWMD because the Haines City WUP is one of the first ones being processed.

The city has applied for an increased UFA groundwater allocation above 2025 demonstrated demand using a combination of demand relocation, aquifer recharge enhancement via rapid infiltration basins (RIBs), and the retirement of existing WUPs through land use transition to mitigate/offset increased future drawdown impacts to the UFA potentiometric surface, MFL lake levels, guidance lake levels, and wetlands. The CHA team is using the ECFTX v2.0 regulatory model, and is in negotiations with SWFWMD to incorporate additional future mitigation/offset benefits that result from altered stormwater recharge and irrigation practices as land is developed for urban use. These beneficial effects have previously been excluded from the district's WUP impact assessment process, but were included in the CFWI regional planning process under which the ECFTX model was developed. The final outcome of these WUP impact negotiations is expected to set precedents for other permittees' future WUP modifications within the CFWI area.



Performance Period

5/2014 - 4/2020 (Force Main)
8/2018 - 2/2022 (Pump Station)

CHA Fee

\$332,662 (Pump Station)
\$116,802 (Force Main)

Construction Cost

~\$2.7M (Combined FM & PS)

**List of Change Orders/
Time Extensions**

None

Reference

City of Casselberry
Tara Lamoureux, PE
95 Triplet Lake Drive
Casselberry, FL 32707
T: 407.262.7725 ext. 1228
E: tlamoureux@casselberry.org

Relevance to Scope

- ✓ Hydraulic modeling
- ✓ Design
- ✓ Construction services

Seminola Force Main Replacement and Pump Station Relocation

City of Casselberry, FL

The City of Casselberry recently evaluated the capabilities of the Seminola master lift station basin to handle the projected growth in its wastewater collection master plan. The plan determined that the 10-inch force main that transferred flow from the Seminola master lift station to the city’s WWTP needed to be up-sized to a 16-inch force main to handle projected future growth. Additionally, the existing 10-inch force main was constructed with substandard pipe materials, which were prioritized for replacement due to their potential for structural failure. It was also determined the Seminola master lift station needed to be up-sized to handle the expected increase in wastewater flow. The lift station renovations required the city to purchase a parcel adjacent to the lift station to expand the size of the station site from its original parcel. The proposed design included installing a new triplex lift station with a new wet well and converting the existing wet well to an influent manhole.

The tasks performed under this scope included the preliminary design, final design, permitting, bidding, and limited construction services to replace 4,800 feet of force main from the Seminola master lift station with a new 16-inch force main relocating the existing Seminola master lift station. CHA conducted preliminary routing analysis and hydraulic modeling to verify proper sizing and pressure conditions. The force main route includes a water body crossing and is located on a busy county road, traversing congested, high-traffic corridors. CHA provided MOT planning to minimize impacts to residents and traffic. Installation methods included traditional open-cut and jack-and-bore.



Performance Period

Start Date: 2016
 Original End Date: 2018
 Actual End Date: 2018

Budget

CHA Fee: \$298,844 (Original)
 CHA Fee: \$298,844 (Actual)
 Construction Cost: \$3.66M

List of Change Orders/ Time Extensions

None

Reference

Ed Gil de Rubio, Director
 410 Lake Howell Road
 Maitland, FL 32751
 T: 407.628.3419
 E: director@ssnocwta.com

Relevance to Scope

- ✓ Utility master planning and hydraulic modeling
- ✓ Regulatory compliance and permitting for W/WW facilities
- ✓ SUE and locating
- ✓ CADD design
- ✓ Land surveying
- ✓ Geotechnical engineering
- ✓ ROW and easement acquisition
- ✓ Construction administration/observation
- ✓ W, WW, and RCW facilities operational experience

C-200 PVC Pipeline Replacement

South Seminole and North Orange County Wastewater Transmission Authority (SSNOCWTA), Seminole and Orange Counties, FL

To assist with the management and maintenance of the system, SSNOCWTA contracted CHA to develop a scope and fee estimate for developing a preliminary design report associated with replacing C-200 PVC force main piping throughout the SSNOCWTA transmission system.

Various segments of the SSNOCWTA transmission system are composed of PVC piping, more specifically C-200 PVC piping, which is characterized by a thin wall thickness. The majority of the transmission system was installed over 25-years ago and has been experiencing a steady increase in flows and pressures. The increased flows and pressure adds stress to an aging transmission system and places pipeline segments with thin wall thickness at a higher risk of failure. Force main failures within the SSNOCWTA system, like any other wastewater transmission system, result in expensive repairs and emergency situations to maintain a functioning wastewater transmission system.

The preliminary design report reviewed the existing C-200 piping locations and routes and provided recommendations on the installation procedures based on the piping's location, before commencing the design.

CHA also provided design, permitting and construction administration of this pipeline replacement project. The preliminary design report included evaluating replacement techniques for approximately 22,000 feet (ranging in size from 12-inch to 20-inch) located throughout residential and commercial areas. The design made use of HDD, pipe bursting and jack-and-bore techniques to minimize above-ground disturbances.



Performance Period

Start Date: 2019 (WTP)/
2020 (WWTP)
Original End Date: 2021 (WTP)/
12/2023 (WWTP)
Actual End Date: 2021 (WTP)/
TBD (WWTP - Ongoing)

Budget

CHA Fee: \$4,030,563 (Original)
CHA Fee: \$4,030,563 (Actual)
WTP Construction Cost: \$15.68M
WWTP Construction Cost: ~\$36M

**List of Change Orders/
Time Extensions**

None

Reference

Chris Wilson, Project Manager
6900 Tavistock Lakes Boulevard
Suite 200
Orlando, FL 32827
T: 407.816.6599
E: cwilson@tavistock.com

Relevance to Scope

- ✓ Civil engineering
- ✓ Water quality engineering, modeling, and evaluation
- ✓ WW engineering, treatment and evaluation
- ✓ Biosolids management, design, and operation
- ✓ Regulatory compliance and permitting for W/WW facilities
- ✓ CADD design
- ✓ ROW and easement acquisition
- ✓ Structural, electrical, mechanical, I&C
- ✓ Construction administration
- ✓ W, WW, and RCW facilities operational experience
- ✓ SUE and locating
- ✓ Land surveying
- ✓ Geotechnical engineering

Sunbridge WTP and WWTP

Tavistock Development Company, St. Cloud, FL

Tavistock is involved in developing the new 26,000-acre Sunbridge community, located northeast of the City of St. Cloud in Osceola County, with an estimated build-out population of 35,000. Tavistock and the Toho Water Authority have entered into an agreement for the construction and operation of a new 1.0 MGD WTP to supply drinking water to the new community, along with a new 1.0 MGD WWTP that will treat the domestic wastewater from the Sunbridge Community and sanitary flows from the WTP. The two treatment plants will be built adjacent, on the same site. CHA was contracted to provide a pilot study, preliminary design, detailed design, permitting, and construction services for each new greenfield treatment plant.

Sunbridge WTP | The first phase of the Sunbridge WTP uses ozonation to remove hydrogen sulfide and color from the raw groundwater, followed by free chlorine for primary disinfection and chloramines to maintain a disinfectant residual. Fluoride and corrosion inhibitor was added as part of the process. A new operations building and 1.0 MG potable water storage tank were also constructed. The Sunbridge WTP site layout affords plant expandability to an ultimate capacity of 3.4 MGD.

Sunbridge WWTP | The Sunbridge WWTP is being built in three phases with the second phase expanding to 3.5 MGD and the third phase providing an ultimate capacity of 7.0 MGD. The Sunbridge WWTP is located in the Lake Okeechobee Watershed and must meet the new nutrient limits imposed by the Lake Okeechobee Basin Management Action Plan (BMAP). The first phase of the Sunbridge WWTP comprises a headworks, Modified Ludzack-Ettinger (MLE) process, secondary clarifiers, phosphorous precipitation, cloth media filters, chlorine contact basin, reclaimed water storage and pumping system, reject tanks, solids dewatering, and an aerated solids storage basin. The design also includes a new on-site municipal wastewater pump station with two 15-HP pumps and capability to add a third 15-HP pump.



Performance Period

Start Date: 2019
Original End Date: 2023
Actual End Date: 2023 (Est.)

Budget

CHA Fee: \$1.08M (Original)
CHA Fee: TBD (Actual)
Construction Cost: ~\$9.03M (Est.)

List of Change Orders/ Time Extensions

None

Reference

James Keene
Public Services Administrator
620 E Main Street
Haines City, FL 33844
T: 863.421.9951 ext. 5954
E: James.Keene@hainescity.com

Relevance to Scope

- ✓ Civil engineering
- ✓ WW engineering, treatment and evaluation
- ✓ Regulatory compliance and permitting for W/WW facilities
- ✓ CADD design
- ✓ Structural, electrical, mechanical, I&C
- ✓ Construction administration
- ✓ W, WW, and RCW facilities operational experience
- ✓ Land surveying
- ✓ Geotechnical engineering

Reclaimed Water GST and Pump Station

City of Haines City, FL

To maximize the beneficial use of the reclaimed water system and eliminate algae, debris and wildlife contamination from the percolation/storage pond, the City of Haines City needed to modify the existing reclaimed distribution pump system to prevent the need to re-treat water that is currently stored in an on-site pond. Poor reclaimed water quality caused two of the city's largest reclaimed water customers to discontinue their use. This project is being performed to improve the quality of the city's reclaimed water and restore customer confidence and use. A new transfer pump station will divert water from the chlorine contact chamber and deliver the water to the new prestressed concrete GST. The new high-service pump station will draw from the new GST for the public access reclaimed system.

The city engaged CHA to provide the preliminary design, hydraulic analysis, final design, permitting, and construction administration services for the construction of a 7.8 MGD transfer pump station with VFDs and a concrete wet well, a 3 MG prestressed concrete GST, a new 4.5 MGD reclaimed high-service pump station with VFDs, an off-site 1.1 MGD booster pump station, yard piping, electrical, instrumentation and controls, and ancillary structures at the Haines City WWTF.

Once the treated effluent is discharged to the pond, the overall water quality is reduced and requires additional treatment before pumping the water to the distribution system. The new GST and reclaimed distribution pump station will allow the city to store high-quality reclaimed water without discharging it to the existing percolation storage pond.



Performance Period

2021 - Ongoing

CHA Fee

~\$3.7M (Est.)

Construction Cost

TBD (still under design)

**List of Change Orders/
Time Extensions**

None

Reference

James Keene

Public Services Administrator

620 E Main Street
Haines City, FL 33844

T: 863.421.9951 ext. 5954

E: James.Keene@hainescity.com

Relevance to Scope

- ✓ Civil engineering
- ✓ WW engineering, treatment and evaluation
- ✓ Regulatory compliance and permitting for W/WW facilities
- ✓ CADD design
- ✓ Structural, electrical, mechanical, I&C
- ✓ Construction administration
- ✓ W, WW, and RCW facilities operational experience

4.5 MGD WWTP Expansion

City of Haines City, FL

CHA is currently providing design, permitting, and construction-phase services for the city’s WWTP expansion project. CHA is assisting the city in identifying and implementing projects that will increase the quality of effluent for the purposes of increasing the amount sold, produced at the Haines City WWTP. This will help alleviate a key constraint at the facility, which is the capacity of the on-site rapid infiltration basin (RIB).

The process improvements include a new headworks structure with new screening and grit removal equipment; the conversion of two existing oxidations ditches to an equalization basin; new 4.5 MGD five-stage biological treatment system; RAS/WAS pumping capacity improvements; the rehabilitation and replacement of existing gas chlorination feed equipment and monitoring equipment; solids handling improvements; civil, site, and stormwater upgrades to support the new process and systems; a hazardous waste assessment for demolishing the existing headworks; and electrical/ SCADA system upgrades.



Performance Period

Start Date: 2016
Original End Date: 2019
Actual End Date: 2019

Budget

CHA Fee: \$3.3M (Original)
CHA Fee: \$3.3M (Actual)
Construction Cost: \$19.2M

List of Change Orders/ Time Extensions

None

Reference

Holden Wright, PE
1011 Jim Keene Boulevard
Winter Haven, FL 33880
T: 407.703.1731
E: HoldenWright@polk-county.net

Relevance to Scope

- ✓ Civil engineering
- ✓ Water quality engineering, modeling, and evaluation
- ✓ Regulatory compliance and permitting for W/WW facilities
- ✓ CADD design
- ✓ ROW and easement acquisition
- ✓ Structural, electrical, mechanical, I&C
- ✓ Construction administration
- ✓ W, WW, and RCW facilities operational experience
- ✓ SUE and locating
- ✓ Land surveying
- ✓ Geotechnical engineering

Central Regional Utility Service Area (CRUSA) Water Production Facility

Polk County Utilities (PCU), Polk County, FL

The detailed design of the plant included two emergency power generators to improve reliability, high service pumping, and granular activated carbon (GAC) units were designed with redundant facilities to meet the projected demands and increase safety. The design accelerated the ozonation specifications to allow for the early purchase of the ozone equipment to save the county from paying state tax and allow for efficiencies during construction.

To provide further flexibility and reduced operating cost, the GAC system was designed to allow an adjustment of flow rate so a certain portion of the ozonated water can bypass the GAC and be blended directly with the GAC water to meet strict water quality limits without undo cost. CHA reviewed, revised and completed the calibration of the CRUSA potable water hydraulic model in support of the design efforts. Services included preliminary design, final design, permitting, bidding, construction phase and start-up.

The completed facility includes three Upper Floridan Aquifer (UFA) raw water wells, LOX storage and feed systems, ozone generation, a side stream ozone injection system, ozone dissipation chambers, transfer pumping, GAC units, chlorine feed systems, corrosion inhibitor, 1 MG ground storage reservoir, and high-service pumping. The wells are outfitted with vertical turbine pumps and emergency power with engine generators. The high-service pumping station is equipped with horizontal, split case centrifugal pumps with variable frequency drives (VFDs) and has a capacity of 8 MGD.

Performance Period

2021-Ongoing (Est. 10/2022)

CHA Fee

\$394,872

Construction Cost

N/A

List of Change Orders/ Time Extensions

None

Reference

Polk County Utilities

Tamara Richardson, Director

1011 Jim Keene Boulevard

Winter Haven, FL 33880

T: 863.298.4214

E: TamaraRichardson@polk-county.net

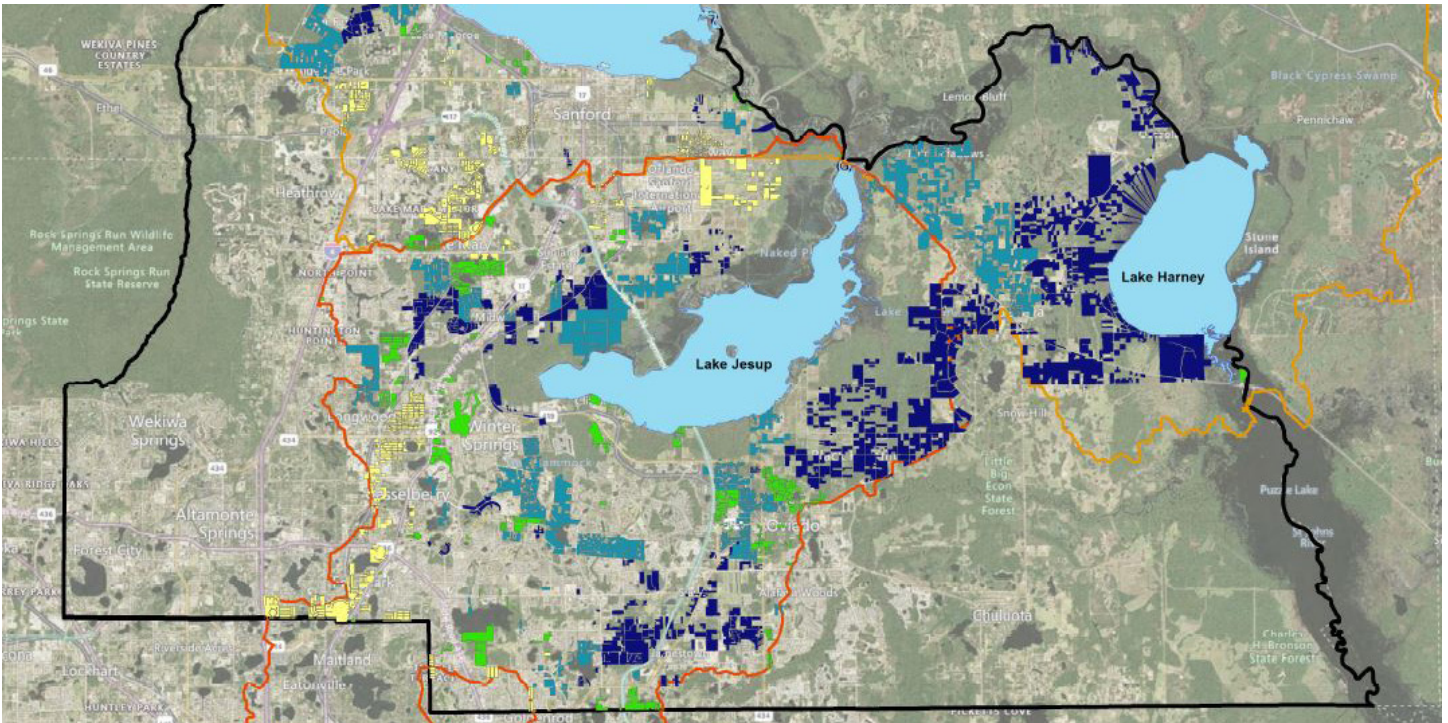
Relevance to Scope

- ✓ Utilities study
- ✓ Master planning
- ✓ Regulatory services

Northeast Regional Utility Service Area (NERUSA) Master Plan Update

Polk County Utilities, Polk County, FL

CHA is providing an update to the current NERUSA master plan that was completed in 2016. The 2016 master plan addressed potable water, wastewater, and reclaimed water infrastructure improvements to meet immediate needs and future demands through fiscal year (FY) 2040. The observed growth pattern for the past five years versus the growth projections reflected in the 2016 master plan has varied significantly. Additionally, changes in regulatory policy have shaped plans for future infrastructure improvements. This project will address facility needs for water, wastewater, and reclaimed water systems and will set forth a plan for future growth by identifying capital improvement projects to meet projected demands through FY 2045.



Performance Period

2021-Ongoing (Est. 08/2024)

CHA Fee

\$50K

Construction Cost

N/A

**List of Change Orders/
Time Extensions**

None

Reference

Dennis Westrick, PE
1001 E. First St.
Sanford, FL 32771
T: 407.665.2041
E: DWestrick@seminolecountyfl.gov

Relevance to Scope

- ✓ Septic-to-sewer
- ✓ Grant funding

Septic-to-Sewer

Seminole County, FL

FDEP requires the development of remediation plans to identify “cost-effective and financially feasible projects” to reduce nutrient impacts associated with on-site sewage treatment and disposal systems (OSTDS). To accelerate the development of the information essential to implementing an effective plan, FDEP will make grants available to all nine counties to perform wastewater treatment feasibility analyses.

The document prepared under this grant will also position local government wastewater projects for potential financial assistance from FDEP’s SRF and other funding sources, such as total maximum daily load (TMDL) and springs cost-shares/grants, which gives high priority to BMAP projects.

CHA developed a remediation plan in the first phase that included an inventory with more than 4,000 OSTDS in the Wekiwa BMAP. The second phase consists of an inventory with more than 16,000 OSTDS in the Lake Jesup and Middle St. Johns River BMAPs. Both areas assessed existing wastewater capacity and infrastructure (including potential infrastructure upgrade and expansion options) and evaluated cost-effective project solutions, financing alternatives, and potential rate and homeowner impacts.

This entire project is funded by a grant through FDEP. Funding pursuits included a Division of Water Restoration Assistance Wastewater Grant, Innovative Technologies Grant, State Water-Quality Assistance Grant, Resilient Florida Grant, and Clean Water State Revolving Fund (SRF). CHA successfully obtained \$10M in funding from an FDEP Wastewater Grant for the conversion of four project areas in the Wekiwa PFA Area.



Performance Period

2022-Ongoing

CHA Fee

\$393K (fee)

Construction Cost

N/A

List of Change Orders/ Time Extensions

None

Reference

City of Sanford
William Marcous
PO Box 1788
Sanford, FL 32772
T: 407.688.5105
E: william.marcous@sanfordfl.gov

Relevance to Scope

- ✓ Utilities study
- ✓ Funding
- ✓ Sewer services

I&I Studies

City of Sanford, FL

CHA conducted a sanitary sewer inflow and infiltration (I/I) evaluation for the City of Sanford to identify impacts on the sanitary sewer system and wastewater treatment plants during the wet season. CHA utilized a screening methodology to identify I/I based on pump station runtimes. The City of Sanford has sixty-two pump stations in their collection system and all pump stations were selected for evaluation. Results of the pump runtime analysis were summarized into a technical memorandum that the city used to focus future sewer evaluations and renewal and replacement projects to areas suspected of severe I/I. The benefits of this approach allowed the City of Sanford to obtain the most effective results by eliminating field evaluation on areas that do not have excessive I/I; saving the City of Sanford both time and money.

CHA furthered the evaluation of the city's sanitary sewer collection system by conducting smoke testing on priority areas identified in technical memorandum.

CHA smoke tested an area that encompasses 1,340-acres within the city collection system area, including approximately 157,000 feet of gravity sewer which convey flow to ten lift stations. The smoke testing efforts identified specific locations for over 250 defects in the collection system that were further analyzed and prioritized for repair or replace.

CHA worked with JHSEE on this project. JHSEE provided funding services.

3.2.7 - Work Plan & Availability of Resources



Snapshot

1. UNDERSTANDING OF SCOPE OF PROJECT

A successful project begins with the complete understanding of the scope of the project.

2. DEVELOPMENT OF A WORK PLAN

CHA will develop a project-specific work plan which defines the project goals and resources required to complete the project within the schedule.

3. INITIAL PROJECT MEETING

The meeting will outline a clear project understanding, set project goals, and define key project milestones.

4. PROJECT EXECUTION

Once the specific project design approach has been completed and approved, work would commence upon the notice to proceed.

5. QUALITY CONTROL

We will adhere to a QA/QC plan to maintain standards for technical performance and accuracy of all engineering reports, design drawings and specifications.

Firm's Approach

CHA's experts provide professional, comprehensive engineering services throughout Florida. Our multi-disciplined team brings the capabilities of a broad spectrum of perspectives and extensive planning backgrounds to each assignment. From studies to construction, we routinely provide these services for utility projects:

- Study and preliminary design phase
- Final design phase
- Bidding phase
- Construction phase
- Engineering studies

CHA will provide the following services on the town's projects:

PROJECT MANAGEMENT

An established and practical project design approach is necessary to establish and meet project requirements, schedule and budget. The on-call project design approach includes:

- Meeting with the town (as necessary) to develop a detailed scope of work
- Developing a project-specific schedule
- Identifying and engaging the technical resources for the specific project
- Developing a project-specific QA/QC plan

Once the specific project design approach has been completed and approved by the town, work will commence with the notice to proceed (NTP). Project cost, schedule, and quality control will be managed by:

- Frequent internal project progress meetings
- Regular communication between the project manager and the town
- Regular project progress reports submitted to the town
- The completion and submission of deliverables at project milestones
- Strict adherence with the project QA/QC plan

EXTENSIVE QUALITY CONTROL

We take project management and quality control very seriously. Our project managers use three comprehensive project manuals (developed internally at CHA) to develop specific project management and QA/QC plans for each assignment: The Project Management Manual, the QA/QC Manual, and the Total Technical Quality Control (TTQC) Manual.

CLIENT COORDINATION

The town's team will be an integral part of CHA's quality assurance program. By participating in project meetings, communicating clearly and often, and providing timely and thorough reviews of deliverables, the town and CHA will achieve success. CHA will maintain open communication with the town throughout the design process. Formal design reviews will be made at critical project milestones, such as the 30%, 60%, 90%, and 100% complete phases.

Approach to Quality Control

CHA uses proactive quality management planning and execution initiated at the earliest possible time in project development and then implemented and monitored throughout design development. Quality does not simply end with the deliverable. CHA will have a vested interest in the project's quality through project construction and closeout.



PSWP

Our team will prepare a PSWP to include:

- Project stakeholders
- Project location & history
- Scope of services
- Schedule
- Budget



QMP

The customized QMP will define, document, and disseminate the project quality management requirements, including:

- Roles & responsibilities
- Establishing & implementing QA/QC for process conformance, compliance, verification, management escalation
- Opportunities for continuous improvement



Quality Review

CHA uses a “Red, Yellow, Green” (“RYG”) process to review, resolve and record work products.

Yellow signifies that each design element/work product has been reviewed.

Any direct corrections are annotated in **Red**.

Instructions are annotated in **Blue** or **Black**.

Green signifies agreement with, or the resolution of, the review comments.



Quality Compliance

The originator, checker, corrector, and verifier sign and date each drawing/design to verify that the process has been followed for complete quality compliance.

The team will advance the work products or deliverables when the QMP is satisfied.

Budget and Schedule Techniques

CHA has provided municipalities similar to the Town of Dundee with professional engineering services and additional “extension-of-staff” type resources for a variety of public infrastructure projects using this proven approach. Our strategies for maximizing the effectiveness and efficiency of our projects include:

SCHEDULE CONTROL

The project team has established procedures and software to continually compare project details and available resources.



Team members will hold regular meetings to determine the percentage of project tasks completed and the budget amount exhausted for each milestone. If a deviation should occur from the schedule or budget, project needs will be re-assessed and discussed.

We are well known for our consistent, on-time performance and quality assurance record for major clients in both the public and private sectors. Our design service strategy is always based on client focus and process-oriented thinking to identify and address project issues quickly and cost-effectively.

Given the firm-wide workforce of over 1,700 people, we do not foresee any difficulties meeting your needs. We have the resources to make sure we meet your project schedule.

COST CONTROL

CHA’s cost control method begins with developing a detailed scope of work, fee proposal, and project-specific work plan to determine project costs. We accomplish this through proactive, upfront communication during the project’s scoping phase.



Once our team and the stakeholders have agreed on the project costs and work plan, CHA’s assigned project manager will develop forecasted project expenditures depicted graphically. This forecast serves as a baseline to monitor the schedule and expenditure and keep the project on track. This dashboard system gives the project team access to information that can be used to quickly and accurately monitor and assess project status to control schedule and budget proactively.

The objectives of a disciplined, cost-control program are two-fold:

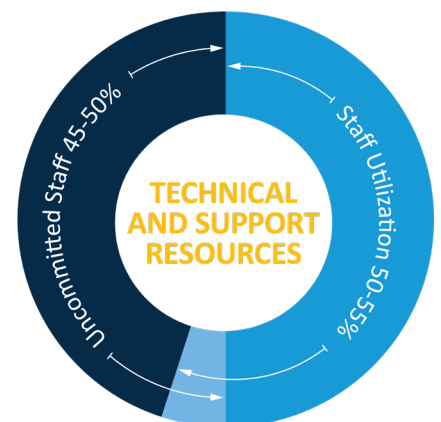
- To maintain control over costs throughout the design development process
- To prevent surprises when construction bids are opened

Proposer’s Financial Capacity to Perform the Scope of Services

Throughout its history, CHA has enjoyed steady growth in revenues and has expanded its business operations throughout the eastern United States. CHA is now among the 60 largest design engineering firms in the nation, with over \$300 million in annual gross revenues. In the opinion of CHA management, CHA is financially strong and has adequate financial capacity to perform the scope of services described in the RFQ.

Current and Projected Workload

Our proposed key personnel are available to undertake assignments successfully. Current and projected workloads are analyzed weekly at CHA to allocate resources appropriately. The current utilization of the staff is generally in the range of 50-55%, leaving an uncommitted staff effort of between 45% and 50% based on today’s workload. We have provided a detailed breakdown of availability for key personnel in the table on the next page. With the bench strength of over 1,700 professionals, and over 210 employees 100 miles from the town, we do not foresee any issues meeting deadlines.



Team Member	Role	Availability for this Contract
CHA Consulting (Prime)		
Allen Dethloff, PE	Customer Service Representative	45%
Kelcia Mazana, EI	Project Manager	50%
Rich Voorhees, PE	Quality Control	45%
Parsa Pezeshk, PhD, PE	Master Planning/Modeling	45%
Chad Meisel, PE	Master Planning/Modeling	50%
Leif Krapas, EIT	Master Planning/Modeling	45%
Samuel White	Asset Management	45%
C. Robert Reiss, PhD, PE	Water Process	40%
Arnab Hanra, PE	Water Process	45%
Boya Wang	Water Process	45%
Jim Hagerty, PE	Wastewater Process	40%
Eric Knoppel, EI	Wastewater Process	40%
Carla Ndoun, PhD, EI	Wastewater Process	45%
Alex Guon, PE	I&C	45%
David Shook, PE	I&C	45%
Mark Wright	I&C	40%
Carter Belvin, PE	Pump Stations & Solid Waste	40%
Shannon Ruggieri, EIT	Pump Station	50%
Stefano Ceriana, PE	Pipeline	40%
Lucas Parmer	Pipeline	40%
Matt Baker, ENV SP	Pipeline	40%
Jeff Grant, PE	Stormwater	45%
Arnelio Alfonso, PE	Stormwater	40%
Angela Baron-Ruiz, PE	Stormwater	40%
Jason Hignite	Ecology	45%
Leann Wishah, EI	Ecology	45%
Mark Cissell, PE	Transportation	45%
Eric Lindstrom, PE, PMP	Transportation	45%
Lidia Regalado, EI	Transportation	45%
Joe Graham, PE, MBA	Funding & Permitting	50%
Stevie Steele, PE	Funding	45%
Ashek Bhakta, EIT	Funding	40%
Scott Hoxworth, PE	Solid Waste	40%
David Hatton, AIA, NCARB	Architecture	40%
Nick Schwartz, RLA, LEED AP	Landscape Architecture	40%
Emily Williamson, PE	Permitting	45%
Kerry Wulff	Construction Administration	40%
Weston Haggen, PE, DBIA, ENV SP, PMP	Construction Administration	40%
Jeff Robitaille	Construction Administration	40%
Charles Warren	Construction Administration	40%
Bruce Jensen	Cost Estimating	45%
Trent Durham, PE	Cost Estimating	45%
Mark Worsham, PE	Cost Estimating	45%

Litigation Statement

CHA is a large professional engineering firm with 50 offices throughout the United States and Canada. CHA performs thousands of projects each year. For a firm of its size and diversity, CHA's involvement in legal claims and lawsuits is remarkably infrequent, due chiefly to its competent and well-trained staff and its rigorous and comprehensive Technical Excellence Program. CHA has not been involved in any criminal matters nor had any disciplinary action taken against the firm or any of its officers. Nor has the firm had any civil judgments entered against it. However, claims against CHA do occur, and CHA has, over the past five years, been involved in ordinary civil litigation in the course of its business. CHA is confident in its ability to successfully defend, or settle on favorable terms, all such outstanding claims. Furthermore, for the protection of CHA and its clients, CHA always maintains a comprehensive insurance program that includes professional liability, workers' compensation, comprehensive general liability, automobile and umbrella policies, with limits sufficient to cover the defense and payment of all outstanding claims against CHA. In the opinion of CHA's management, no claim or lawsuit currently pending against CHA will materially affect CHA's ability to perform any ongoing or potential future project.

Terminated Contracts Statement

CHA has never failed to complete any project in breach of the contract or due to the firm's refusal or inability to perform or complete the contracted services. However, CHA has occasionally over the years had clients terminate or suspend projects or contracts prior to completion for reasons other than any breach or nonperformance on the part of CHA.

Dispute Resolution

CHA assigns each client with a client service manager is the link between the CHA project team and the client. In the event a dispute arises between the client and the CHA project team there are internal steps that CHA implements with the goal of charting a path to resolution while maintaining the client relationship.

Step 1. The client services manager will engage and oversee communication with the goal of charting a path to resolution while maintaining the client relationship which may include engaging the CHA Chief Engineer to provide an independent technical review and technical recommendations.

Step 2. In the event that Step 1 is unsuccessful, the traditional steps of mediation, arbitration, and finally litigation are available for a resolution.

CHA is effective at finding resolution with the majority of situations obtaining resolution using Step 1.

Scoping Meeting/Gathering Data

Each project under this category will begin with a scoping meeting that includes CHA and town staff. The scope will be developed with corresponding engineering fees for design, permitting, surveying, easement acquisition, construction administration (shop drawing review, RFI responses, payment application review, etc.), inspection, project closeout (substantial and final inspection, punch list development, and project completion certification), and operation and maintenance manual development (if applicable).

The scope will be presented as a task order under the term agreement and accompanied by a Gantt chart outlining each task's overall schedule and time. The town will review the information, and any comments provided to CHA will be incorporated into the task order and schedule.

Once the task order is approved, a kick-off meeting will be planned to discuss the order of activities, town involvement (if any), impacts on the public (survey, field data collection, etc.), and key milestone dates. The project data will be uploaded to a project-specific OneDrive that can be accessed by town personnel. Project data will be uploaded as work is completed. An updated project schedule (Gantt chart) will be provided monthly. Project update meetings will be planned based on the implemented project type.

3.2.8 - Team Members

Organizational Chart

Our team has been built to provide the Town of Dundee with an extraordinary blend of engineering expertise, Florida project history, and personalized service. Our proposed project manager, Kelcia Mazana, EI, will serve as the town's direct day-to-day contact. She has assigned the most qualified project team for the scope of services identified in your RFQ. Each of our team members was specifically selected to assist in successfully completing all unique challenges and project needs that may arise during the duration of the contract. Our team's organizational chart can be found below, along with 10 resumes of key personnel and bios for staff in each discipline on the following pages.



Town of Dundee

CLIENT SERVICE MANAGER

Allen Dethloff, PE

PROJECT MANAGER

Kelcia Mazana, EI

QUALITY MANAGER

Rich Voorhees, PE

MASTER PLANNING/ HYDRAULIC MODELING/ASSET MANAGEMENT

Parsa Pezeshk, PhD, PE
Chad Meisel, PE
Leif Krapas, EIT
Samuel White

WATER PROCESS

C. Robert Reiss, PhD, PE
Arnab Hanra, PE
Boya Wang

WASTEWATER PROCESS

Jim Hagerty, PE
Eric Knoppel, EI
Carla Ndoun, PhD, EI

INSTRUMENT AND CONTROLS (I&C)

Alex Guon, PE
David Shook, PE
Mark Wright

PUMP STATIONS

Carter Belvin, PE
Shannon Ruggieri, EIT

PIPELINE

Stefano Ceriana, PE
Lucas Parmer
Matt Baker, ENV SP

STORMWATER

Jeff Grant, PE
Arnelio Alfonso, PE
Angela Baron-Ruiz, PE

TRANSPORTATION

Mark Cissell, PE
Eric Lindstrom, PE, PMP
Lidia Regalado, EI

SOLID WASTE

Scott Hoxworth, PE
Hala Sfeir, PhD, PE

ARCHITECTURE/LANDSCAPE

David Hatton, AIA, NCARB
Nick Schwartz, RLA, LEED AP

GENERAL CONSULTING/SUPPORT

COST ESTIMATING

Bruce Jensen
Trent Durham, PE
Mark Worsham, PE

FUNDING

Joe Graham, PE, MBA
Stevie Steele, PE
Ashok Bhakta, EIT

ECOLOGY

Jason Hignite
Leann Wishah, EI

PERMITTING

Emily Williamson, PE
Joe Graham, PE, MBA

CONSTRUCTION ADMINISTRATION

Kerry Wulff
Weston Haggen, PE, DBIA,
ENV SP, PMP
Jeffrey Robitaille
Charles Warren

SUBCONSULTANTS

SURVEYING & MAPPING/SUE

Pickett and Associates, Inc.
ECHO UES, Inc.

HYDROGEOLOGY/HYDROLOGY

RESPEC Company, LLC
AquaSciTech Consulting, PLLC

GEOTECHNICAL

Tierra, Inc.
Madrid Engineering Group

SOLID WASTE

JHS Environmental Engineering

Bold names indicate Discipline Leaders whose bio and resume is provided.

CHA's Key Members Experience in the Scope of Service Areas

CHA's large team of highly trained engineers is supported by hundreds of technical specialists available to provide a vast array of services to our clients. In addition to our team's qualifications noted in the Firm Capabilities Section beginning on page 3, below are short descriptive summaries of our firm's key members experience in the Scope of Service Areas identified in the RFQ.

Utility Systems

Water: Our experienced and highly skilled professionals are able to assess, plan, design, and construct required infrastructure while meeting increasingly stringent regulations. Our resume covers hundreds of water supply, distribution, storage, treatability evaluations, treatment plant design, operation and maintenance plants, and sludge dewatering projects. Ensuring water is clean and safe is one of the most important services each community can provide.

Wastewater Collection: CHA is one of the leading collection system and wet weather flow engineering firms. We have assisted many clients in constructing new gravity sewer lines, pump stations, and force mains. Our experience includes modeling, sewer system evaluation surveys (SSES), infiltration and inflow (I&I) studies, sewer system rehabilitation, and equalization basin design.

Water and Wastewater Treatment: Our staff specializes in developing innovative, environmentally-sound, and cost-effective wastewater treatment systems to meet today's increasingly stringent regulations. These include conventional and innovative treatment technologies for industrial and domestic wastewater treatment. CHA's engineering and design services are complemented by comprehensive treatability, permitting, and funding.

Water and Sewer Modeling: We are industry leaders in using hydraulic models to develop planning strategies, capital improvement programs, operational scenarios, and design parameters of water and sewer improvement projects. We have included multiple water and sewer modelers who used Innowyze's water modeling software previously and know how to use the software efficiently.

Transportation

Our transportation specialists plan, design, and help maintain and construct these most valued assets—including roads, bridges, railways, waterways, and multi-modal facilities—for public and private transportation owners, agencies and authorities. Whether an initiative involves a cost-effective rehabilitation or an innovatively funded major capital improvement, we provide the experience, creativity, and expertise to improve mobility and safety.

Solid Waste

Our commitment to sustainable practices is embedded in our solid waste solutions, encompassing recycling initiatives, composting programs, and waste-to-energy innovations. Through meticulous planning and collaboration with local stakeholders, we have contributed to cleaner, greener communities that prioritize responsible waste management. Our firm's proficiency extends beyond the conventional, embracing cutting-edge technologies and forward-thinking methodologies to address the ever-evolving challenges of waste management in the modern world.

Parks and Recreation

Architectural: Our architects and designers seek to create high-quality, collaborative designs that stress innovation grounded in careful listening to your functional needs and tailored to your culture and specific organizational needs. We have vast expertise and resources, but our commitment to you will be laser-focused, thoughtful, and longstanding. Building design often involves diverse stakeholder input, and you can trust that we'll guide you through a design process that's right-sized for your project and community.

Landscape Architecture: With a keen understanding of the intricate balance between natural beauty and functional design, CHA's landscape architects have successfully transformed spaces into vibrant and harmonious environments. From urban parks that serve as community focal points to serene gardens that offer moments of respite, our team's creative vision and technical prowess have consistently delivered exceptional results. Our portfolio showcases a spectrum of projects, including sustainable landscapes, public plazas, recreational areas, and campus designs.

General Consulting

Asset Management and GIS

CHA's asset management capabilities provide a powerful complement to our long history of delivering investigative and infrastructure expansion/renewal engineering services for water and wastewater systems. We offer our clients GIS solution development, long-range capital system planning, integrity assessment, regulatory strategy, compliance, and data management services. Our GIS system empowers you with complete, easy-to-access information about your assets and a clear picture of the condition of your critical systems. With it, you can quickly develop comprehensive maintenance programs, optimize field programs, and respond to emergencies and outages. Our goal is to help you manage your capital assets effectively while minimizing the costs of owning and operating them.

Environmental

Our firm is a recognized leader in environmental services, offering extensive expertise in navigating the complexities of environmental conservation and management. Our experienced team of professionals is dedicated to assessing, mitigating, and enhancing environmental conditions across diverse projects. With a thorough understanding of local ecosystems and regulatory frameworks, we conduct comprehensive environmental assessments, including wetland delineation, endangered species studies, and habitat restoration planning.

Electrical

We have extensive experience in the electrical/lighting design of roadways, lift station facilities, commercial, industrial, health care, shopping centers, condominiums, etc. The CHA team personnel have a significant level of experience in lighting design, including municipal lighting projects, such as those completed for the City of Miami Capital Improvement Program (CIP). For example, CHA installed a custom-manufactured decorative pole-mounted fixture along NW 14th Street from Le Jeune Road to Douglas Road. We also provided the design for new lighting for the SR 826/SR 836 Interchange and the ITS design for the SR 112 Toll Plaza. We have also performed several lighting design projects on FDOT's roadways. CHA has been involved in numerous pump/lift station projects, such as North Beacon Lift Station, in which we designed two 60 HP pumps for the City of Medley, and a lift station for Miami-Dade County/City of Miami. Our electrical design group has vast experience selecting, specifying, and testing engine generators, including the engine, main fuel and day tanks, fuel transfer system, mufflers, electric generators, automatic transfer switch operations, electrical load tests, and emergency shutdown operations. A key example is the selection, permitting, and testing of Sanitary Lift Station 101 in Miami-Dade County. A provision was also provided for this lift station to be able to connect an emergency 250KW standby generator.

Permitting

Our team will serve as your resident expert in permitting compliance. We manage regulatory approval and performance of advanced and specialized environmental studies. Our team has developed environmental management systems, collection system CMOM programs, and environmental compliance planning and reporting programs. We have strong relationships and experience with regulatory agencies mean that we can help smooth the path to full permitting compliance.

Public Outreach

CHA is experienced with community outreach and public stakeholder involvement. Our key staff members have also demonstrated strong speaking capabilities and have been called on to publicly present technical and non-technical material to a wide range of audiences. We have regularly conducted extensive public outreach programs to inform and solicit input from residents, businesses, and other community stakeholders. Programs regularly involved planning and executing public meetings as a means to address and incorporate public and committee questions.

Stormwater

Our firm possesses a wealth of expertise in stormwater management, a critical aspect of urban and environmental planning. Our experienced team of professionals excels in designing comprehensive stormwater solutions that effectively manage runoff, prevent flooding, and protect water quality. CHA's hydraulic engineers have experience in all aspects of surface water evaluation and design, including field reviews, data gathering, agency coordination, detention-retention pond design, and hydraulic modeling/drainage analysis to relieve street flooding. We can prepare full-scale computer models using state-of-the-art software. We have conducted investigations on watersheds ranging from several acres to several thousand square miles. These evaluations have included flood profile studies and stormwater management master plans.

Our team has also demonstrated its capabilities to obtain environmental permits required for all drainage improvement projects; this effort includes agency coordination, permit sketches, and permit applications. We have developed excellent relationships with the necessary regulatory agencies, such as the South Florida Water Management District (SFWMD), the Florida Department of Environmental Protection (FDEP), the U.S. Army Corps of Engineers (USACE) and the Miami-Dade County Department of Regulatory and Economic Resources (DRER).

Our broad capabilities and experience in complex stormwater management have been demonstrated with several stormwater master plans, including the Miami Intermodal Center (MIC) Drainage Master Plan, where CHA coordinated with all permitting agencies and with four other design consultants to develop one drainage report and obtain one environmental resource permit (ERP) for all roadway projects. Another recent example was the SR 836 Stormwater Pumping Station located at the southeast infield area of the SR 836/NW 37th Avenue Interchange; this project was geared to relieve street flooding for a neighborhood of the City of Miami.

Surveying and Rights-of-Way (ROW) Services

CHA's comprehensive approach to survey work is the hallmark of a successful project. We strive for a rapid response. Our size and diversity in skill sets enable us to mobilize quickly to meet demanding schedule requirements. We are a survey group focused on using advanced measurement technology to improve our process and results. Our robust quality assurance/quality control processes result in accurate and precise work.

Key Team Leadership



Kelcia Mazana, EI | Project Manager & Client Contact

Kelcia is a project manager with over 20 years of experience in hydraulic modeling and master planning. Her experience includes UDF program development, hydraulic and water quality modeling, design, potable water audits, pilot studies, report development, data management, and master planning for a variety of municipal and government projects in

water treatment. Kelcia is also a client advocate and serves clients in the central Florida region, including the cities of Orange City, Sanford, Casselberry, and Melbourne, and the Fort Pierce Water Utility Authority. Representative project experience includes:

- City of Melbourne, FL, Water System Master Plan Update Project
- City of Sanford, FL, DBP Compliance Quality Monitoring
- City of Lake Wales, FL, Potable Water Master Plan

Kelcia has strong project management skills and will be focused on your projects. She understands collaboration and communication are the keys to project success and that the issues and concerns of every department and individual are important. Kelcia will work diligently with the team to bring solutions to your projects.



Rich Voorhees, PE | Quality Manager

Rich has 46 years of experience and is highly qualified in the planning, design, construction, start-up, and operation of water and wastewater treatment and pumping facilities. He is a Board Certified Environmental Engineer and is recognized in Florida as a technology leader in water and wastewater treatment, especially biological nutrient removal for

wastewater treatment and enhanced lime softening for water treatment. Rich has been the project or design manager to design and construct multi-million dollar water and wastewater facility projects. He has previous experience as a general contractor for water and wastewater facility construction. Representative project experience includes:

- City of Haines City, FL, Reclaimed GST and Pump Station
- City of Ormond Beach, FL, WTP Upgrades
- City of Melbourne/City of Cocoa, FL, Pineda Causeway Water Transmission Mains

CHA's keys to exceptional project management:

Kelcia will:

- Be easily accessible and available.
- Understand your expectations by meeting with your key representatives to define goals and expectations, and confirm and document scope and expectations.
- Communicate effectively and frequently, and will be available to answer questions or provide clarification.
- Provide work products that meet or exceed your expectations.
- Meet deliverable deadlines, and schedule progress will be communicated.
- Clearly communicate budget progress.

The following pages include resumes for our client service manager and team leaders.



Allen Dethloff, PE

Client Service Manager

Allen offers a wide range of experience in civil engineering, process mechanical engineering, permitting, and construction management. He brings over 21 years of experience in preliminary design, final design, permitting, bidding, construction administration, and managing multidisciplinary engineering teams for pipeline (including various trenchless technologies), sanitary sewer collection system, pumping stations, water, wastewater facility improvement, chemical feed systems, and stormwater management projects. Representative project experience includes:

Office Location

Tampa, FL

Years of Experience

21

Education

University of Florida, FL, B.S.,
Civil Engineering, Construction
Management

Registrations & Certifications

Professional Engineer - FL

Memberships & Affiliations

Florida Water
Environment Association

Polk County Utilities, FL, Northeast Regional Utility Service Area (NERUSA) Utility Master Plan Update 2022.

Project manager for evaluating the potable water, wastewater, and reclaimed water systems within the county's northeast service area for master planning. For this project, CHA is performing potable water demand and wastewater and reclaimed water flow projections to determine the required capacity and infrastructure for planning years 2025, 2035, and 2045 through hydraulic modeling and analysis.

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

Hillsborough County, FL, South County Water Repump Station Potable Water Transmission Main to 19th Avenue.

Project manager to perform a routing study, alternative trenchless technology analysis, preliminary design, detailed design, and permitting. The project consisted of approximately 7,000 feet of 30-inch water main and 2,600 feet of 16-inch water main piping. This project included a 1,100-foot microtunnel crossing of I-75 and required permits from various regulatory agencies, including the Florida Department of Transportation (FDOT), Florida Department of Environmental Protection (FDEP), and the Southwest Florida Water Management District (SWFWMD). Alternate trenchless technology analysis included analysis of horizontal directional drill (HDD), microtunnel, and jack-and-bore for viability (technical and cost) on this project.

Hillsborough County, FL, Williams Road Water Transmission Main, South Extension.

Project manager for the design and permitting of a 6,500-foot water transmission main for Hillsborough County Public Utilities. The 6,500 feet of 12-inch ductile iron and fusible PVC water main provided redundant drinking water supply for a portion of the distribution system and was installed in public rights-of-way (ROWs), encompassing several HDD installations under critical intersections and surface features, including the installation of two casings under I-4. The project also included bid- and construction-phase services.

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



Parsa Pezeshk, PhD, PE

Master Planning/Hydraulic Modeling/Asset Management Discipline Lead

Parsa has over six years of experience in the environmental engineering field, working primarily on hydraulic and wastewater treatment process modeling. Representative project experience includes:

Office Location

Tampa, FL

Years of Experience

6

Education

University of Memphis, TN, Ph.D.,
Environmental Engineering

University of Memphis, TN, M.Sc.,
Environmental Engineering

Azad University, Tehran, Iran, B.Sc.,
Applied Chemistry

Registrations & Certifications

Professional Engineer - FL, SC

Memberships & Affiliations

American Water Works
Association

Polk County Utilities, FL, Northeast Regional Utility Service Area (NERUSA) Utility Master Plan Update 2022. Project engineer responsible for evaluating the potable water, wastewater, and reclaimed water systems within the county’s northeast service area for master planning. For this project, CHA is performing potable water demand and wastewater and reclaimed water flow projections to determine the required capacity and infrastructure for planning years 2025, 2035, and 2045 through hydraulic modeling and analysis.

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

City of Clearwater, FL, Reclaimed Water Service Evaluation. Project engineer responsible for hydraulic modeling and evaluating the reclaimed water system with the overall goal of reducing surface water discharge through increasing public access reclaimed water disposal. CHA evaluated the existing City of Clearwater parks, special facilities, city-owned property, grassed area within road ROWs, and properties currently being irrigated with city-owned potable water lawn meters to determine the effort to connect these areas to the city’s reclaimed water distribution system. This will allow for additional public access reuse. CHA modeled the system’s hydraulics for existing and proposed network piping to provide recommendations on maximizing the beneficial use of reclaimed water.

City of Clearwater, FL, Ft. Harrison Avenue Hydraulic Evaluation. Project engineer for hydraulic modeling and evaluation of the potable and reclaimed water system for sizing potable water and reclaimed water mains along Fort Harrison Avenue to address future growth in the area and improve the hydraulic performance of the reclaimed and potable water systems.



C. Robert Reiss, PhD, PE

Water Process Discipline Lead

Office Location

Winter Springs, FL

Years of Experience

31

Education

University of Central Florida, FL,
Ph.D., Environmental Engineering

University of Central Florida, FL,
M.S.E., Environmental Engineering

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

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

Registrations & Certifications

Professional Engineer -
FL, CA, Bahamas

Memberships & Affiliations

American Water Works
Association

American Membrane
Technology Association

American Society of
Civil Engineers

Bahamas Society of Engineers

Caribbean
Desalination Association

Southeast Desalting Association

International Community Board,
University of Central Florida

Robert has been involved with advanced water and wastewater treatment systems, including membrane technologies, for the past 31 years. His experience includes detailed design, process engineering, and technical review of membrane treatment systems, including seawater, groundwater, and fresh surface water systems. This experience includes microfiltration (MF), ultrafiltration (UF), nanofiltration (NF), and RO technologies. In addition, Robert has similar experience with conventional coagulation systems, media filtration, and other advanced treatment technologies. Representative project experience includes:

Polk County Utilities, Polk County, FL, Central Regional Utility Service Area (CRUSA) Water Production Facility and System Improvements. Client services manager for the pilot study, design, permitting, and construction services for a new 4.0 MGD groundwater treatment facility using ozonation for hydrogen sulfide removal and granular activated carbon (GAC) filtration for organics removal and disinfection by-products (DBP) control.

City of Vero Beach, FL, RO WTP Design Services. Principal-in-charge for the design and construction management for expanding the 2.0 MGD RO treatment facilities to 4.5 MGD. Provided complete design and specification preparation at the typical 60%, 90%, and 100% completion levels. The scope of services included efforts necessary to design, permit, and bid the expansion of the RO WTP. In addition, engineering services and limited construction management services were provided during construction.

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

City of St. Cloud, FL, Integrated Water Supply Plan. Principal-in-charge for developing a 20-year integrated water supply plan for the City of St. Cloud. The report reviewed historical demands, developed detailed demand projections, and established the deficits by demands and year for the planning period. The report identified and investigated various alternative water supply options, such as surface water, surficial aquifer, stormwater, and Ag well conversion, including comprehensive conservation efforts.

St. Johns River Water Management District (SJRWMD), FL, RO Concentrate Management Study. Project manager who developed a concentrate master plan that will serve as the basis for the RO concentrate management policy within SJRWMD boundaries. This document supports the Water for the Future water supply plan and includes a database of all greater than 100,000-gpd RO facilities in Florida, and analysis of viable concentrate disposal methods.

City of Haines City, FL, WWTF Improvements. Project manager for improvements to the existing facility, including expansion from 3.0 to 4.5 MGD, electrical system upgrades, a new headworks structure, EQ basins, conversion to 5-stage biological treatment, chlorination system upgrades, and solids handling improvements.



Jim Hagerty, PE

Wastewater Process Discipline Lead

Office Location

Winter Springs, FL

Years of Experience

37

Education

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

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

Registrations & Certifications

Professional Engineer -
FL, KY, MO, IL

Jim is a civil and environmental engineer with 37 years of experience and a successful track record in facility planning and executing strategic plans and projects and programs for water, wastewater, and stormwater utilities. His expertise includes program management, regulatory compliance program development, infrastructure development, alternative delivery, and utility compliance management. Jim offers specialized wastewater treatment expertise, responsible for developing and optimizing process designs for advanced biological treatment systems sludge processing, and effluent disposal systems. He has used his unit process and operations experience to develop facility expansion plans, construction plans, value engineering analysis, and technical reviews. His wastewater process design experience includes advanced treatment, effluent filtration, anaerobic and aerobic digestion systems, sludge pelletizing systems, lime treatment, and sludge dewatering. Representative project experience includes:

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

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

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

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

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



Alex Guon, PE

I&C Discipline Lead

Alex has more than 33 years of experience providing electrical engineering services. His experience includes roadway electrical and lighting design, ITS design, lift station facilities, commercial, industrial, health care, shopping centers, condominiums, etc. Representative project experience includes:

Office Location

Miami, FL

Years of Experience

33

Education

University of Havana, Cuba,
B.S., Electrical Engineering

Registrations & Certifications

Professional Engineer - FL

Miami-Dade County Water and Sewer Department, FL, South Dade Wastewater Treatment Plant. Engineer-of-record for the detailed electrical design to install four 2000KW, 4.16KV, three-phase generators as a cogeneration system interconnected with the two main electrical buildings.

Miami-Dade County Water and Sewer Department, FL, South Dade Wastewater Treatment Plant. Engineer-of-record responsible for the detailed electrical design services such as new high voltage and low voltage electrical power distribution system, communication with the new RTUs and new fire alarm systems to assist the department with consent order compliance for a new 285 mgd HLD facility. CHA was responsible for the following buildings: on-site sodium hypochlorite generation facility (S-819), new filter system (S-805) and transfer pump station (S-806). For S-819, CHA designed three 3000KVA 13.2/0.48KV, three-phase transformers as the power source for the electrical building distribution system. For S-805 and S-806, CHA designed four stepdown transformers for each building. In both cases, two are 13.2/4.16 KV and the others 13.2/0.48KV. The new process control functionality was integrated into the plant's SCADA system. CHA also provided technical information for the permitting process relevant to the electrical discipline of the facilities mentioned above. Alex participated in several design workshops and assisted in value engineering.

Florida Department of Transportation, District 6, Reconstruction of the Golden Glades Multimodal Transportation Facility (GGMTF). ITS engineer responsible for the construction documents for the roadway ITS design at this facility. Alex completed the design of the communications and electrical infrastructure, warning gate system and swift sign to control access to I-95 Express Lanes, toll amount dynamic message sign and other ITS devices such as CCTV cameras.

Florida Department of Transportation, District 6, SR-25/Okeechobee Road Reconstruction. ITS senior project engineer for the SR-25/Okeechobee Road reconstruction project using rigid pavement. The scope of this project included grade separation over NW 116 Way, reconstruction of NW 116 Way from SR-5 to the entrance of Hialeah Gardens, realignment and widening of Frontage Road, reconstruction of NW South River Drive, improvement of pedestrian and bicycles facilities, designing nine new intersections and evaluation of existing ones, and ITS development as per master plan including ADMS, CCTV, MVDS, and TTS.

Florida Department of Transportation, District 4, I-95 Express Lane Implementation (Segments 3A-2, 3B-1, and 3B-2). Electrical engineer responsible for implementing express lanes from Commercial Boulevard to Linton Boulevard. The project includes roadway and bridge widening to accommodate express lanes, including the replacement modification of the corridor Signing, Pavement Marking, and ITS Master Plan.



Carter Belvin, PE

Pump Station Discipline Lead

Carter has over 30 years of project planning, engineering, management, permitting, and construction-related experience. His experience includes a wide range of project types, such as land-use planning, water and wastewater utilities, land development, chemical, industrial, mining, solid waste, remediation, water resources, stormwater, and natural system restoration. Representative project experience includes:

Office Location

Winter Springs, FL

Years of Experience

30

Education

University of Florida, FL, B.S., Environmental Engineering
Tallahassee Community College,
FL, A.A., Civil Engineering
Technology

Registrations & Certifications

Professional Engineer - FL
Florida Stormwater Management
Inspector
University of Florida, Certification
in Environmental Sciences

Jacksonville Electric Authority (JEA), Jacksonville, FL, Spring Park Road Pump Station Upgrades. Project manager for the refurbishment of a major pump station, including replacement of all pumps, controls, electrical gear, generator, and the addition of an odor control system. The project included the addition of a new electrical and controls building and the addition of a secondary power feed for reliability. The project also required a major bypass of an existing force main.

JEA, Jacksonville, FL, Timuquana Road Class III/IV Pump Station Upgrades. Project manager for the refurbishment of a major pump station, including the replacement of all pumps, controls, electrical gear, generator, and the addition of a new diesel bypass pump. Along with the pump station, the project required significant site improvements.

JEA, Jacksonville, FL, Townsend Road Class III/IV Pump Station Upgrades. Project manager for a new submersible pump station constructed adjacent to the existing system. Due to revisions in the JEA bypass standards, this project required additional design evaluation resulting in new manhole installations.

JEA, Jacksonville, FL, Baymeadows Road Class III/IV Pump Station Upgrades. Project manager for a new submersible pump station constructed adjacent to the existing system.

JEA, Jacksonville, FL, Merrill Road Class III/IV Pump Station Upgrades. Project manager for a new submersible pump station constructed adjacent to the existing system.

JEA, Jacksonville, FL, Pompano Drive Class III/IV Pump Station Upgrades. Project manager for a new submersible pump station constructed adjacent to the existing system.

JEA, Jacksonville, FL, Bayleaf Drive Class III/IV Pump Station Upgrades. Project manager for a new submersible pump station constructed adjacent to the existing system.

JEA, Jacksonville, FL, Bayleaf Drive Force Main. Project manager for a new force main constructed under I-95 from the Bayleaf pump station to existing system on the east side of highway.



Stefano Ceriana, PE, LEED AP

Pipeline Discipline Lead

Stefano is a project manager with extensive knowledge of water and wastewater utility projects, including pipeline (pressure and gravity) and lift station design. His expertise comprises project management duties, including project startup, preliminary/final design, execution, and construction administration. His background includes utility system planning, permitting processes, computer-aided design and geographic information systems, resident project representation, and hydraulic modeling software for planning and design purposes. Representative project experience includes:

Office Location

Winter Springs, FL

Years of Experience

21

Education

Worcester Polytechnic Institute,
MA, M.S., Environmental
Engineering

Worcester Polytechnic Institute,
MA, B.S., Civil Engineering

Registrations & Certifications

Professional Engineer - FL
LEED® Accredited Professional

FDOT Certification
Transportation Approved
Temporary Traffic Control (TTC)
Intermediate (No. 41174)

NAASCO PACP/MACP/LACP
Certification (No. 06-12441)

Memberships & Affiliations

American Water Works
Association

SSNOCWTA, Casselberry, FL, Eagle Circle Force Main Replacement. Project manager for this force main replacement project that included preliminary design, final design, permitting, construction inspection, and construction administration services for 8,275 feet of 12-inch HDPE force main consisting of 259 feet of jack-and-bore within a 24-inch steel casing, 5,671 feet of pipe bursting, 1,331 feet of HDD and 1,014 feet of open cut to replace aging C-200 PVC and cast-iron pipe.

SSNOCWTA, Seminole County, FL, C-200 Force Main Pipeline Replacement Preliminary Design Report and Design. Project manager for the preliminary design report and design, permitting and construction administration of this pipeline replacement project. The preliminary design report included an evaluation of replacement techniques for approximately 22,000 feet (ranging in size from 12-inch to 20-inch) located throughout residential and commercial areas. The design made use of HDD, pipe bursting and jack-and-bore techniques to minimize disturbance above ground.

City of Casselberry, FL, Seminola Force Main Replacement. Project engineer to upsize an existing 10-inch C-200 PVC force main to a 16-inch PVC and HDPE force main. The project included preliminary design, design, permitting, construction inspection, and construction administration services for 4,619 feet of 16-inch force main consisting of 590 feet of jack-and-bore within a 30-inch steel casing, 2,777 feet of HDD, and 1,252 feet of open-cut connecting the city's largest pump station to the city's WRF and an alternative connection with valving to the city of Orlando's Iron Bridge WRF. The project also included ROW, MOT, and FDEP permits.

Orange County Utilities, FL, Summerlake Park Boulevard 30-inch Force Main. Project engineer to install approximately 5,300 feet of new 30-inch force main along Summerlake Boulevard to connect to an existing 30-inch force main to serve future development. The project consisted of preliminary design, final design, permitting, public involvement, and construction administration services.

City of Orlando, FL, LS218 Relocation. Project engineer for the two-phase project to relocate the primary wastewater collection lift station underneath Terminal A at Orlando International Airport to increase safety and accessibility. Phase 1 included the design and installation of a temporary/permanent electrical bypass pump with VFD controls adjacent to LS218, ready for use in the event of an emergency. Phase II of the project included the design of the LS218 relocation, preceded by a preliminary design report which examined current capacity (current ADF 0.8 MGD, PHF of 1.5 MGD), future capacity (firm capacity of 2.2 MGD with two pumps, expandable to three), wet well shape and size, gravity sewer installation method, and the site layout.



Jeffery Grant, PE, LEED AP

Stormwater Discipline Lead

Jeff has over 18 years of extensive engineering design, project management, and construction management experience in various types of civil engineering and water/wastewater projects. He has experience in pump station design, master utility design/modeling, wastewater treatment process, large watershed stormwater modeling and FEMA map revisions, stormwater management systems, mass grading and phased fill management/balance planning, roadway geometrics and drainage, and airfield/intermodal rail heavy pavements for private, local municipal, and federal clients. As a previous municipal employee, Jeff has overseen the execution of capital improvement projects (water, wastewater, treatment plant, roadway, stormwater, site development, ADA compliance, and neighborhood enhancement), been involved in development review, managed continuing service consulting contracts, participated in selection committees, and responded to resident concerns, ranging from stormwater to streetlights. Representative project experience includes:

Office Location

Winter Springs, FL

Years of Experience

18

Education

University of Florida, FL, M.E.,
Civil Engineering

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

Registrations & Certifications

Professional Engineer - FL

LEED-Accredited Professional

FDEP Stormwater Erosion and
Sedimentation Control

City of Minneola, FL, Hills of Minneola PUD. Team leader who worked with the developer and the City of Minneola on entitlements, preliminary plans, phasing plans, mass grading design, existing roadway and signalization improvements, master stormwater and utility planning, and construction plan preparation for a large, multi-use development surrounding the Florida Turnpike and Hancock Road interchange. The development plan consisted of over 2,000 single-family homes, a school site, a city park, public access trails, grocery and retail development, commercial outparcels, and industrial outparcels.

Four Seasons at Orlando, Phases 1, 2, and 3A. Team leader who worked with the developer and Osceola County on a 500+ unit deed-restricted residential development that was part of the Mystic Dunes PUD master plan. The development required the construction of two collector roads and located neighborhood streets within and along the existing Mystic Dunes Golf Course. The design included master plans for stormwater, utilities, and mass grading to accommodate each of the project's four phases of development.

City of Winter Park, FL, Stormwater Improvements. Project manager who provided daily construction inspection services for various stormwater quality improvement projects, all involving the addition of underground stormwater treatment and/or trash separation beneath existing city streets.

Seminole Brighton Reservation, FL, Brighton Public Safety Building and Public Services Building. Project manager who provided engineering design and permitting for a complex containing a police station, fire/rescue station, and public services/administration building on the Seminole Brighton Reservation. Met with SFWMD and USACE to evaluate a failing wetland mitigation area to ultimately use a portion of the area as off-site dry retention.

Collier County, FL, Immokalee Reservation Watershed Analysis and LOMR. Project manager who utilized available as-built data and aerial LiDAR data provided by Collier County to model the two-square-mile watershed to determine a revised base flood elevation (BFE) that accounted for the surge in development that had taken place on the reservation. Modeling was performed in ICPR, and Civil 3D was used to generate the boundaries of the 1% and 0.2% annual chance floodplains using the available topography. Processed a letter of map revision through FEMA.



Mark Cissell, PE

Transportation Discipline Lead

Office Location

Winter Springs, FL.

Years of Experience

26

Education

Texas Tech University, TX, B.S.,
Civil Engineering

Registrations & Certifications

Professional Engineer - FL & TX

Mark has over 26 years of experience providing transportation design in Florida, Texas, and Virginia. Mark's broad range of management and design experience extends from simple local roadways and maintenance projects to more complex interstate highways and interchanges. He has been involved in various roadway and highway design aspects, including drainage, tolling facilities and systems, large guide signs, dynamic message signs, small signing, pavement markings, ITS, roadway lighting, and traffic control. More specifically, he has experience in program and project management and oversight, plans specifications and estimates review and production, construction phase services, repair and rehabilitation of roadway pavements, new construction, reconstruction and widening of roadways, planning and environmental, hydrology and hydraulics on design-build and design-bid-build projects. Representative project experience includes:

COMPLETED PRIOR TO CHA

Florida Department of Transportation, District 4, Local Agency Program (LAP) Coordinator. Roadway engineer and task lead responsible for completing scoping reports and documents. Mark performed field reviews and completed evaluations, reviewed and updated cost estimates (LRE) based on scoping, and coordinated with District 4 and local agencies for mobility projects received from the Broward County MPO, Palm Beach Transportation Planning Agency, and Treasure Coast Transportation Council.

Florida Department of Transportation, District 4, Scoping Reports. Roadway engineer and task lead responsible for completing scoping reports and documents. Mark performed field reviews and completed evaluations, reviewed and updated cost estimates (LRE) based on scoping, conducted coordination efforts with District 4 and local agencies, assisted with developing a project scoping process flow chart, evaluated and updated a list of priority projects (LOPP) scoping forms, assisted in the development of scoping guidelines, scoping forms/templates, file database structure, and performed theoretical screening of current LOPP against the proposed scoping process to define future actions needed (PD&E study, traffic studies, etc.).

Florida Department of Transportation, District 4, Districtwide Plans Review. Roadway engineer and drainage plans reviewer responsible for quality assurance review of the plans, estimates, project documentation, and field review verification. Mark summarized the findings in field review notes and the submission of review comments to be placed in the ERC system. Tasks included design reviews and issuance of review comments on roadway design, temporary traffic control, drainage, and signing and marking components for various roadway plan packages for the department.



Scott Hoxworth, PE

Solid Waste Discipline Lead

Scott has 25 years of experience in the fields of water, wastewater, and reclaimed water. His expertise encompasses the design, construction, startup, and operation of water and wastewater treatment facilities; water, wastewater, and reclaimed water pipelines; stormwater systems; and lift/pump stations. He also has expertise in pilot-scale membrane water treatment systems and pilot-scale and full-scale groundwater remediation systems, solid waste with landfill closure design, construction oversight, and permitting. Representative project experience includes:

Office Location

Winter Springs, FL

Years of Experience

25

Education

University of Central Florida, FL,
M.S. in Environmental Technology

University of Central Florida, FL,
B.S. in Environmental Technology

Registrations & Certifications

Professional Engineer - FL

Memberships & Affiliations

Water Environment Federation

City of Lakeland, FL, FMC Corporation. Project engineer for performing operations and maintenance activities for a combined soil vapor extraction and air sparging system for remediation of xylem-contaminated soils and groundwater. System components included a sparge compressor, a soil vapor extraction blower, and a thermal oxidizer for off-gas treatment. Duties included the design of a soil vapor extraction system expansion.

Cape Canaveral, FL, Cape Canaveral Air Force Station Landfill Vegetative Barrier System Pilot Study. Project engineer for a phytoremediation project for an ammonia-contaminated groundwater plume. The project included the installation, operation, and maintenance of a phytoremediation monitoring system, and the collection and analysis of sampling and environmental monitoring data. Scott prepared technical status reports.

Cape Canaveral, FL, Cape Canaveral Air Force Station Landfill Closure Design. Project engineer for performing on-site construction oversight of a \$1.1 million landfill cap construction, geomembrane liner installation, stormwater management system, and gas-venting system installation. The project included preparing closure certification documentation, as-built drawings, and Environmental Resource Permit compliance documentation. Scott coordinated with the contractor and the Air Force to confirm that certification goals were met successfully.

Cape Canaveral, FL, Cape Canaveral Air Force Station, Groundwater Circulation Well Pilot Study. Project engineer for installation, operation, maintenance, and monitoring of a groundwater circulation well within a trichloroethylene source area at an ordinance storage facility. The pilot study monitored for stimulation of reductive chlorination within the trichloroethylene source area.

Cape Canaveral, FL, Cape Canaveral Air Force Station, Enhanced Anaerobic Bioremediation Pilot Study. Project engineer for the design and installation of a vegetable oil source area remediation pilot study. Pilot study monitored for stimulation of reductive chlorination within the trichloroethylene source area.



3.2.9 - Licensure

State of Florida Department of State

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


The document number of this corporation is F08000004937.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on January 30, 2023, and that its status is active.

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

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Thirty-first day of January,
2023*




Secretary of State

Tracking Number: 0819112853CU

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

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

Firm's Applicable Certification from the State of Florida

CHA Consulting, Inc.



The screenshot shows the Florida Department of Business & Professional Regulation (dbpr) website. The header includes the dbpr logo and navigation links for HOME, CONTACT US, and MY ACCOUNT. The main content area is titled 'LICENSEE DETAILS' and includes a timestamp of 10:04:52 AM 7/14/2023. On the left, there is a sidebar with 'ONLINE SERVICES' such as 'Apply for a License', 'Verify a Licensee', and 'View Food & Lodging Inspections'. The main content is divided into two sections: 'Licensee Information' and 'License Information'. The 'Licensee Information' section lists: Name: CHA CONSULTING, INC. (Primary Name); Main Address: 575 BROADWAY ALBANY New York 12207; County: OUT OF STATE. The 'License Information' section lists: License Type: Engineering Business Registry; Rank: Registry; License Number: 28386; Status: Current; Licensure Date: 01/29/2009; Expires: (blank).

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

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

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

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

3.2.10 - References

References

What better way to validate the CHA team's past performance than with client feedback? We believe the ultimate success of our projects is completely dependent on our clients' satisfaction, perspective, and impressions.

Polk County Utilities

Tamara Richardson, Director
1011 Jim Keene Boulevard
Winter Haven, FL 33880
T: 863.298.4214
E: TamaraRichardson@polk-county.netw

Holden Wright, PE
1011 Jim Keene Boulevard
Winter Haven, FL 33880
T: 407.703.1731
E: HoldenWright@polk-county.net

City of Haines City

James Keene
Public Services Administrator
620 E Main Street
Haines City, FL 33844
T: 863.421.9951 ext. 5954
E: James.Keene@hainescity.com

Tavistock Development Company

Chris Wilson, Project Manager
6900 Tavistock Lakes Boulevard
Suite 200
Orlando, FL 32827
T: 407.816.6599
E: cwilson@tavistock.com

South Seminole and North Orange County Wastewater Transmission Authority

Ed Gil de Rubio, Director
410 Lake Howell Road
Maitland, FL 32751
T: 407.628.3419
E: director@ssnocwta.com

City of Casselberry

Tara Lamoureux, PE
95 Triplet Lake Drive
Casselberry, FL 32707
T: 407.262.7725 ext. 1228
E: tlamoureux@casselberry.org

3.2.11 - MBE/WBE, DVBE, and VBE Firms

MBE/WBE, DVBE and VBE Firms

Participation of State-Certified M/WBE Firms



CHA is not a certified MBE, WBE, VBE, DVBE or small business enterprise (SBE), nor other recognized disadvantaged business enterprise (DBE); However, we work with local DBE firms whenever possible and have a strong history of meeting contractual requirements and goals, with respect to the level of utilization of such firms. **We make an affirmative declaration to make a good faith effort to incorporate such firms into this contract.**

CHA is an Equal Employment Opportunity (EEO) employer, and will work to meet minority business participation goals.



As the prime consultant, CHA takes full responsibility for the efforts and quality of all team members; this is what we do on every project that we manage. Our policy is to establish project goals and objectives at the outset and communicate the requirements to all the project participants. We assign sub-consultant coordinators to oversee and manage the efforts of our partners.

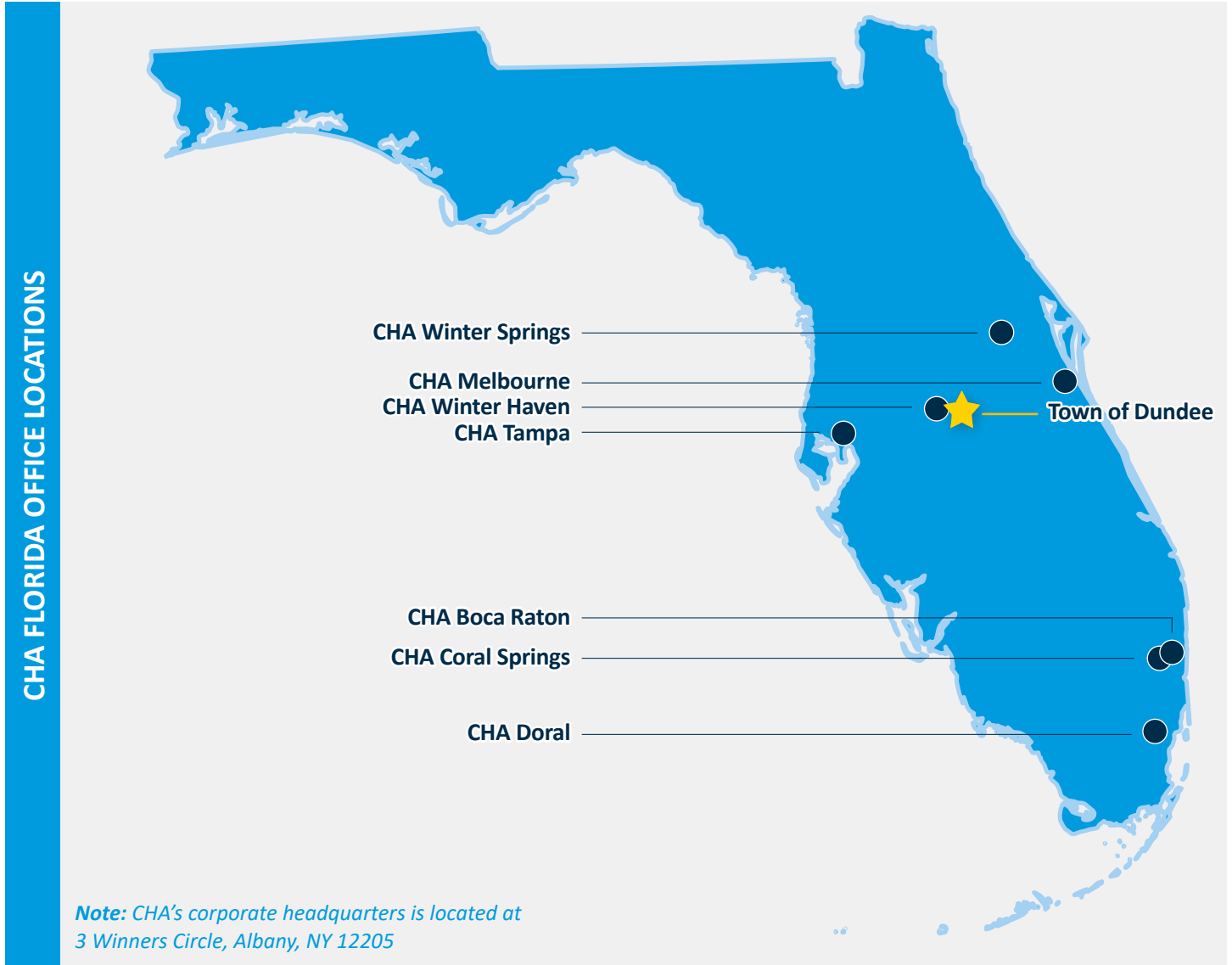
Below are the DBE subconsultants we have worked with and will be considered as required per each project.

Firm	Firm Overview
 <p>ECHO UES, Inc. (ECHO)</p> <p>Role: Survey and Mapping/SUE</p> <p>Status: MBE</p> <p>Office Location: 4803 George Road Suite 350 Tampa, FL 33634</p>	<p>ECHO is a minority-owned small business founded by a group of partners with civil engineering, surveying, construction, and utility/GIS background, who believe in providing high-quality and reliable utility and survey data to design better, build faster, and safely enhance engineering, design, construction and maintenance of infrastructure. ECHO currently employs over 65 full-time employees and has 22 field crews that can provide services for projects under this contract. ECHO was founded in 2017 to provide subsurface utility engineering (SUE) and survey and mapping professional services throughout Florida for a variety of projects, assisting owners, engineers and constructors in better performing throughout the entire project cycle, from design to construction and maintenance of infrastructure. Field work is performed using highly specialized technology and equipment, including surface geophysical equipment, pipe and cable locators, ground-penetrating radar, vacuum excavation units, total stations, GPS, and laser scanners. Once collected, the field data is reviewed and processed; final deliverables consist of 3D digital representations of the site conditions above- and below-ground.</p>
 <p>Tierra, Inc. (Tierra)</p> <p>Role: Geotechnical</p> <p>Status: MBE</p> <p>Office Location: 7351 Temple Terrace Hwy Tampa, FL 33637</p>	<p>Tierra is a minority-owned small business, providing full service consulting geotechnical, structural, forensics, environmental and construction materials testing. Tierra owns and operates one of the largest and modern geotechnical drilling operations in the State of Florida.</p> <p>Tierra began operations in Florida in November 1992 and has offices in Tampa, Winter Garden, Pensacola, Florida. They have a long and successful history of providing superior and innovative service to our clients throughout the southeastern United States.</p> <p>Tierra provides clients with high-quality professional services, timely scheduling and economical engineering solutions in return for fair and reasonable fees.</p>

3.2.12 - Primary Office Location

Primary Office Location

The town will have the direct commitment of CHA's Winter Haven office, **located at 20 3rd Street S.W., Suite 202 Winter Haven, FL 33880**. Our central Florida offices have over 41 employees, creating a robust, multi-disciplined team of professionals in Florida with expertise in civil engineering, transportation, water resources, environmental, structural, lighting, electrical, traffic studies, construction management, and construction engineering inspection (CEI). CHA's local staff will be your trusted advisor and remains committed to our clients and communities in south Florida, while providing the same services, driven by innovation, quality, and inspired employees. Our team is strengthened by the resources of more than 1,700 professionals company-wide, with the same commitment to responsiveness, reliability, and quality. Together, we are an industry-leading, multi-disciplinary consultancy whose mission is to embody design excellence in everything we perform. CHA's knowledgeable and experienced team will continue to provide the responsiveness and resources needed to fulfill the Town of Dundee's diverse utility system engineering services, transportation, solid waste, parks recreational and general consulting needs.



3.3 - Additional Information

Tamara Richardson, P.E.
Director

1011 Jim Keene Blvd., SR 540
Winter Haven, Florida 33880



UTILITIES DIVISION

Board of County Commissioners

PHONE: 863-298-4100
FAX: 863-298-4292
www.polk-county.net

RE: Reiss Engineering, Inc. Reference

To Whom it May Concern:

Polk County Utilities began our relationship with Reiss Engineering, Inc. (Reiss) in February 2008 with a successful regional water supply plan that led to the initiation of the Polk Regional Water Cooperative. This introductory task was well executed and the County encouraged Reiss to submit for a continuing services contract which was subsequently awarded in 2010. Since then Reiss has provided professional engineering services in connection with the design, permitting, planning, and construction phase services for water, wastewater, and reclaim water facilities located within Polk County.

In addition to task orders assigned under these contracts, Reiss has completed large capital improvement projects for the County, including the following:

Northwest Regional Utility Service Area Wastewater Treatment Facility Improvements and Expansion which included preliminary engineering, permitting, final design, bidding, and construction administration services for the improvements to the hydraulic issues within the existing facility;

NWRUSA WWTF Aquifer Storage and Recovery Facility which included one of the deepest ASR wells in the United States. Reiss helped to obtain the well construction permit from SWFWMD, prepared the FDEP Class V Injection Well Construction Permit Application and completed the final design, bidding, and construction services; and

Lift Station No. 106 Rehabilitation which included design and construction services to improve the wastewater collection system and to meet future system demand.

Other capital projects Reiss is currently performing or close to completing include:

- Central Regional Utility Service Area (CRUSA) Water Production Facility (New 4.0 MGD Advanced Water Treatment Plant)
- Ernie Caldwell Reclaimed Water Main Improvements
- Northwest Regional WWTF Headworks Improvements

Reiss has executed these projects to the satisfaction of Polk County Utilities. The Reiss project management and design team maintained excellent communication throughout the project life cycle so that crucial decisions and County preferences were incorporated to our expectations. Projects were delivered successfully on time and on budget.

Reiss' staff has a well proven success record with the County and continues to deliver quality service on projects as well professional interaction with Reiss' staff - from junior engineers to project and client managers, field engineers, and operational staff.

I am pleased to offer my recommendation for Reiss Engineering, Inc. Their staff have been highly professional, skilled and responsive to PCU on a range of assignments over a period of more than ten years.

Sincerely,
Polk County Utilities

Tamara Richardson, PE
Director

COMMISSIONERS: George Lindsey III, Chairman • Rick Wilson • Bill Braswell • Martha Santiago • John Hall, Vice Chairman

**CHA acquired Reiss Engineering in 2021.*



HAINES CITY

WWW.HAINESCITY.COM

RE: Letter of Recommendation for Reiss Engineering, Inc. Consulting and Engineering Services

To Whom It May Concern:

Reiss Engineering, Inc. (Reiss) has been providing a variety of engineering, design, permitting, and construction management related services to support our growing utilities since 2012. On the behalf of the City of Haines City, I write this letter with the highest recommendation for Reiss. They have continually met schedule and budget commitments while delivering quality results and deliverables. Some of the projects Reiss has performed with the City include:

- SR 17 Utility Main Relocation and Replacement
- Reclaimed Water Ground Storage Tank, Pump Station and RIBS Study
- Preliminary Design of Reclaimed Water Improvements
- Lake Eva Recharge (RIB) Feasibility Study
- Engineering Services for Reclaimed Water Disposal to Sprayfields
- Final Design of Reclaimed Water Ground Storage Tank and Pump Station Upgrades
- Miscellaneous Engineering Support for Water, Wastewater and Reclaimed Water Tasks
- SRF Funding Assistance for Force Main and Lift Station Improvements
- Nola Properties Pipeline and Sprayfields
- WWTP Biological Treatment Process Improvements
- Revised Stormwater Pond Design
- Lake Eva Monitoring Well Instrumentation Support
- Disc Filter Retrofit at WWTP
- WWTP Expansion SRF Facilities Plan
- Grant Application Support Services

Reiss has assisted the City with critical professional engineering services on several important projects, as previously mentioned, including supporting the City with respect to the identification and implementation of additional beneficial reclaimed water disposal options to help eliminate a key constraint with respect to wastewater treatment capacity. They also assisted with obtaining 75% cost share funding from the Southwest Florida Water Management District for City's Reclaimed Water Ground Storage Tank and Pump Station. Services currently being provided include planning, design, permitting, construction administration, and support/administration of SWFWMD Cooperative Funding Initiative (CFI) grants and FDEP State Revolving Fund (SRF) loans.

Reiss has experienced and dedicated employees and they continue to maintain open and effective communication with our staff. They were recently reselected under the City of Haines City's continuing contract for professional engineering services in the Water, Wastewater, Reclaimed Water and Stormwater Utility Services category. I would not hesitate to hire them for future projects.

Sincerely,


Tracy Mercer
Director of Special Projects

300 North 5th Street ❖ Haines City, Florida 33844 ❖ Phone (863) 421-3300 ❖ Fax (863) 421-3780

**CHA acquired Reiss Engineering in 2021.*



SOUTH SEMINOLE & NORTH ORANGE COUNTY WASTEWATER TRANSMISSION AUTHORITY

410 Lake Howell Road Maitland, FL 32751-5907

RE: Letter of Recommendation

To Whom It May Concern:

It gives me great pleasure to write this "Letter of Recommendation" for Reiss Engineering Inc. (REI). Since 2009, REI has been a trusted partner for the South Seminole & North Orange County Wastewater Transmission Authority (SSNOCWTA). REI has continually met schedule and budget commitments, while delivering the quality results they have promised. Some of the various wastewater engineering services REI has provided to SSNOCWTA include:

- Design, engineering, and construction inspection services for force main repairs and replacements. Pump station repairs, maintenance, and rehabilitations;
- Engineering services as requested regarding general system conditions, operation, and maintenance, including semi-annual pump station functional tests;
- Engineering services as required for pump station upgrades and improvements;
- Hydraulic modeling;
- Master Plan updates and the design and implementation of a CIP program;
- Preparation of grants and permits to construct and maintain sections of the transmission system;
- Engineering services as required during emergencies, including, but not limited to, loss of power, pump station overflows, outside contractor impacts, and infrastructure issues.

REI is a quality service provider that has a team \ common sense approach to resolving issues. We have enjoyed working with their personnel and continue to be impressed with their enthusiasm and expertise. We look forward to continually work with REI on future projects.

Sincerely,

Ed Gil de Rubio
Executive Director
(407) 628-0153

**CHA acquired Reiss Engineering in 2021.*

- e) The provisions of this Article are severable and if, for any reason, any one or more of the provisions contained in the Article shall be held by a court of competent jurisdiction to be invalid, illegal, against public policy or unenforceable in any respect, the invalidity, illegality, being against public policy or unenforceability shall not affect any other provision of this Article which shall remain in effect and be construed as if the invalid, illegal, against public policy or unenforceable provision had never been contained in the Article.

8.19 LIENS:

- a) No liens of any type shall be allowed, including labor, materials, rentals, or services furnished.

8.20 CONSTRUCTION AND CONSULTING EVALUATION:

- a) The award of contracts by the Town of Dundee for construction and/or consulting services is based on the lowest responsive/responsible bid (for construction) or in accordance with the guidelines and requirements of FS 287.055 – Consultants Competitive Negotiation Act-CCNA (for applicable consulting services). In addition, the Town will consider the previous performance of any bidder who may have completed work for the Town of Dundee or other entity.
- b) The Construction and Consulting Evaluation Form shall be completed by the department head or his designee responsible for the project. The form shall be filled in upon the completion of the project and submitted to Procurement for retention.
- c) This form will be completed on all firms performing construction and/or consulting work for the Town of Dundee. Furthermore, the Town may, at its discretion, provide this form to other entities for whom the noted firm has completed work.

9.0 STANDARD FORMS

THE FORMS LISTED BELOW ARE TO BE COMPLETED AND SUBMITTED WITH YOUR PROPOSAL, AND ARE ATTACHED HEREWITH:

- 9.1 RFQ 23-01 SUBMITTAL COVER PAGE, Attachment A
- 9.2 ADDENDUM PAGE, Attachment B
- 9.3 LOBBYING CERTIFICATION FORM, Attachment C
- 9.4 NONCOLLUSION AFFIDAVIT OF PRIME BIDDER, Attachment D
- 9.5 AFFIDAVIT CERTIFICATION-IMMIGRATION LAWS, Attachment E
- 9.6 CERTIFICATION OF DRUG-FREE WORKPLACE, Attachment F

NOTE: PLEASE ENSURE THAT ALL OF THESE DOCUMENTS ARE COMPLETED AND SUBMITTED WITH YOUR PROPOSAL.

FAILURE TO DO SO MAY RESULT IN YOUR PROPOSAL NOT BEING CONSIDERED FOR AWARD.

9.1 ATTACHMENT A

RFQ-23-01 Submittal Cover Page (this does not count as part of the maximum page limit)

8/31/2023

Date

CHA Consulting, Inc. _____ Name

of Company
Thomas D. Titsworth _____ Authorized
Signature

Thomas D. Titsworth, Assistant Secretary & Vice President
Printed Name _____ Title/Position

20 3rd Street SW, Suite 202 _____ Physical
Address

Winter Haven, FL 33880 _____
Town State Zip

kmazana@chacompanies.com (Kelcia Mazana, Project Manager) _____ Email
address

407-917-9590 _____ Telephone
Number / Fax Number

List all "Professional Association/Sub-Consultants" (companies that you will be in association with for this project):

- 1. RESPEC Company, Inc. _____
- 2. JHS Environmental Engineering _____
- 3. Tierra, Inc. _____
- 4. ECHO Utility Engineering and Survey _____
- 5. AquaSciTech _____
- 6. Madrid CPWG _____
- 7. Pickett and Associates _____

Key Team members and addresses of principal office:

Allen Dethloff - 3507 E Frontage Rd., #180, Tampa, FL 33607 _____

Kelcia Mazana - 1016 Spring Villas Pt., Winter Springs, FL 32708 _____

J. Richard Voorhees - 1016 Spring Villas Pt., Winter Springs, FL 32708 _____

9.2 ATTACHMENT B

ADDENDUM PAGE (RFQ 23-01)

The undersigned acknowledges receipt of the following addenda to the Request for Qualifications (Give number and date of each): No Addenda Issued

Addendum No. Dated:

Addendum No.	_____	_____	Dated:
Addendum No.	_____	_____	Dated:
Addendum No.	_____	_____	Dated:
Addendum No.	_____	_____	Dated:

FAILURE TO SUBMIT ACKNOWLEDGMENT OF ANY ADDENDUM THAT AFFECTS THE SUBMITTAL IS CONSIDERED A MAJOR IRREGULARITY AND WILL BE CAUSE FOR REJECTION OF THE PROPOSAL.

NAME OF BUSINESS:

CHA Consulting, Inc. _____

BY: 
SIGNATURE

Thomas D. Titsworth, Assistant Secretary

NAME & TITLE, TYPED OR PRINTED: & Vice President

9.3 ATTACHMENT C

LOBBYING - 31 U.S.C. 1352, 49 CFR Part 19, 49 CFR Part 20

APPENDIX A, 49 CFR PART 20--CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements *(To be submitted with each bid or offer exceeding \$100,000)*

The undersigned [Proposer] certifies, to the best of his or her knowledge and belief, that:

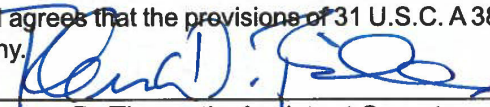
- 9.3.1 No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- 9.3.2 If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form--LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions [as amended by "Government wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96). Note: Language in paragraph (2) herein has been modified in accordance with Section 10 of the Lobbying Disclosure Act of 1995 (P.L. 104-65, to be codified at 2 U.S.C. 1601, *et seq.*)]
- 9.3.3 The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts

under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

[Note: Pursuant to 31 U.S.C. §1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure or failure.]

The Proposer, CHA Consulting, Inc., certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Proposer understands and agrees that the provisions of 31 U.S.C. A 3801, *et seq.*, apply to this certification and disclosure, if any.


Thomas D. Titsworth, Assistant Secretary
& Vice President 8/31/2023

Signature of Proposer's Authorized
Official

Name and Title of Proposer's Authorized Official Date

9.4 ATTACHMENT D

NONCOLLUSION AFFIDAVIT OF PRIME BIDDER

State of New York

County of Albany

Thomas D. Titsworth, being first duly sworn, deposes and says that:
Name

(1) He is Asst. Secretary & Vice President of CHA Consulting, Inc., the
Title Company Bidder that has submitted the
attached bid;

(2) He is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

(3) Such Bid is genuine and is not a collusive or sham Bid;

(4) Neither the said Bidder nor any of his officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted or has refrained from bidding in connection with such Contract; nor in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder; nor has fixed any overhead, profit or cost element of the Bid price, or the Bid price of any other Bidder; nor has

secured through any collusion, conspiracy, connivance or unlawful agreement, any advantage against the Town of Dundee or any person interested in the proposed Contract; and

- (5) The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

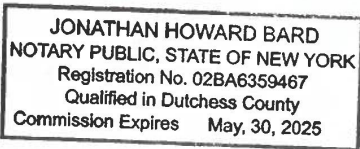
Thomas D. Titsworth
Thomas D. Titsworth

Name
Ast. Sec. & Vice President
Title

Subscribed and sworn to before me this 31st day of August, 2023

Jonathan H. Bard
Signature Notary

Jonathan H. Bard
Notary Name
My commission expires May 30, 2025



9.5 ATTACHMENT E

AFFIDAVIT CERTIFICATION
IMMIGRATION LAWS

TOWN OF DUNDEE WILL NOT INTENTIONALLY AWARD TOWN CONTRACTS TO ANY CONTRACTOR WHO KNOWINGLY EMPLOYS UNAUTHORIZED ALIEN WORKERS, CONSTITUTING A VIOLATION OF THE EMPLOYMENT PROVISIONS CONTAINED IN 8 U.S.C. SECTION 1324 a(e) (SECTION 274A(e) OF THE IMMIGRATION AND NATIONALITY ACT ("INA").

TOWN OF DUNDEE MAY CONSIDER THE EMPLOYMENT BY ANY CONTRACTOR OF UNAUTHORIZED ALIENS A VIOLATION OF SECTION 274A(e) OF THE INA. **SUCH VIOLATION BY THE RECIPIENT OF THE EMPLOYMENT PROVISIONS CONTAINED IN SECTION 274A(e) OF THE INA SHALL BE GROUNDS FOR UNILATERAL CANCELLATION OF THE CONTRACT BY TOWN OF DUNDEE.**

BIDDER ATTESTS THAT THEY ARE FULLY COMPLIANT WITH ALL APPLICABLE IMMIGRATION LAWS (SPECIFICALLY TO THE 1986 IMMIGRATION ACT AND SUBSEQUENT AMENDMENTS).

Company Name: CHA Consulting, Inc.

Thomas D. Titsworth
Thomas D. Titsworth, Assistant Secretary & Vice President - 8/31/2023
Signature Title Date

STATE OF: New York
COUNTY OF: Albany

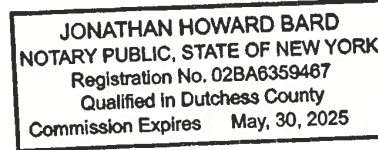
The foregoing instrument was signed and acknowledged before me this 31st day of

August, 20²³, by Thomas D. Titsworth who has produced (Print or Type Name)

Personally known as identification.
(Type of Identification and Number)

[Signature] Notary
Public Signature

Jonathan H. Bard Printed
Name of Notary Public



May 30, 2025
Notary Commission Number/Expiration

9.6 Attachment F

CERTIFICATION OF DRUG-FREE WORKPLACE

IDENTICAL TIE BIDS - Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the State or by any political subdivision for the purchasing of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

- 1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- 2) Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
- 3) Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
- 4) In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
- 5) Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
- 6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

8/31/2023
DATE

CHA Consulting, Inc.
NAME OF FIRM

407-917-9590
TELEPHONE NUMBER

20 3rd Street SW, Suite 202
STREET ADDRESS


VENDOR'S SIGNATURE

Winter Haven, FL 33880
TOWN STATE ZIP

Thomas D. Titsworth, Assistant
Secretary & Vice President