



1117 East Robinson St.  
Orlando, FL 32801  
Phone: 407.425.0452  
Fax: 407.648.1036

January 16, 2025

Ms. Valerie Mundy  
Public Works Director  
Town of Eatonville  
307 East Kennedy Blvd  
Eatonville, Florida 32751  
CPH Job No. 201.2500037

**RE: Town of Eatonville – FDEP SRF Grant Drinking Water and Clean Water Facilities Plans**

Dear Ms. Valerie,

In order for the Town of Eatonville (TOWN) to receive Florida Department of Environmental Protection (FDEP) State Revolving Fund (SRF) grant funding, Facilities Plans need to be prepared for both the water and wastewater systems. The purpose of this proposal is to provide a scope of engineering services related to preparing the following:

1. Updated Potable Water Master Plan
2. Drinking Water Facilities Plan
3. Updated Clean Water Facilities Plan

As you are aware, the Town submitted Requests for Inclusion (RFI) for both FDEP SRF Drinking Water (\$14,565,300) and Clean Water (\$19,823,000) funding. In February 2024, the Town was notified that they were approved to receive grant funding for both projects to harden the public water and wastewater systems against future extreme weather events and increase the system's resilience to hurricanes, tropical storms, wind events, and localized flooding, and the consequent emergencies spawned by those events and approved improvements.

This proposal is being submitted in accordance with *MASTER AGREEMENT FOR CONTINUING PROFESSIONAL SERVICES* dated January 19, 2022, between the TOWN and the firm of CPH Consulting, LLC (CPH). A detailed scope of services is provided in **Exhibit A**. CPH proposes to perform the services for a lump sum fee of **\$133,725**. The labor-hour cost breakdown table is provided in **Exhibit B**.

If the Town is in agreement with our proposal, then please have the Town Mayor sign the attached signature page for authorization to proceed with the described work. As always, CPH appreciates this opportunity to provide our services to the Town.

Sincerely,  
**CPH Consulting, LLC**

**Scott A. Breitenstein, P.E.**  
**Division Manager – Treatment Facilities**



ALL TERMS AND CONDITIONS OF THE MASTER AGREEMENT ARE HEREBY INCORPORATED HEREIN.

IN THE EVENT THAT THE LANGUAGE OF THIS PROPOSAL IS CONSTRUED TO BE IN CONFLICT WITH THE LANGUAGE IN THE MASTER AGREEMENT, THE LANGUAGE OF THE MASTER AGREEMENT SHALL CONTROL.

Made and executed by and between the TOWN and the CPH on this EXECUTED date HEREIN.

**Town:**

**TOWN OF EATONVILLE, a Florida  
municipal corporation**

**By:**

\_\_\_\_\_  
Angie Gardner  
Title: Mayor

**DATE:** \_\_\_\_\_

**Consultant:**

**CPH Consulting, LLC,**

A handwritten signature in blue ink, appearing to read 'Scott A. Breitenstein', is written over a horizontal line.

**By:**

\_\_\_\_\_  
Scott A. Breitenstein, P.E.  
Title: Division Manager – Treatment Facilities



# **EXHIBIT A**

## **SCOPE OF SERVICES**

# **TOWN OF EATONVILLE FDEP SRF GRANT DRINING WATER AND CLEAN WATER FACILITY PLANS SCOPE OF SERVICES EXHIBIT “A”**

## **PROJECT BACKGROUND**

In February 2024, the Florida Department of Environmental Protection (FDEP) State Revolving Fund (SRF) Intended Use Plan for the Supplementation Appropriate for Hurricane Fiona and Ian Consolidated Appropriations Act adopted the Town of Eatonville’s Request for Inclusions (RFIs) to receive grant funding for hardening both the water and wastewater systems against future extreme weather events and increase the system's resilience to hurricanes, tropical storms, wind events, and localized flooding, and the consequent emergencies spawned by the hurricane events.

- Project No. DW-4802A - FDEP Drinking Water 2023 State Revolving Fund Supplemental Appropriation for Hurricane Fiona and Ian = \$14,565,300
- Project No. CW-48029 - FDEP Clean Water 2023 State Revolving Fund Supplemental Appropriation for Hurricane Fiona and Ian = \$19,823,000

As a requirement for funding, the Town must have both a Drinking Water and Clean Water Facilities Plan Documentation prepared in accordance with (62-503, F.A.C) which include the following:

1. Executive Summary
2. Cost Comparison of Alternatives (up to three (3))
3. Environmental Effects/Benefits that evaluate Flora, Fauna, Endangered Species, Water Bodies, Agricultural Lands, Wetlands, and Undisturbed Areas
4. Alternative Evaluation Selection
5. Statement on Environmental Justice
6. Public Participation
7. Financial Feasibility
8. Project Schedule

In 2024, a potable water master plan was prepared for the Town. However, the hydraulic model did not include the Proposed Lake Bell Water Treatment Plant (WTP) or the extension of the water service main west on Kennedy Boulevard to Forest City Road. As a result, the hydraulic model will be updated, and the water master plan revised to include the proposed Lake Bell WTP and the proposed extension of the water main to Forest City Road.

A Drinking Water Facilities Plan was not previously prepared for the potable water system and is required for grant funding. As a result, a Drinking Water Facilities Plan will be prepared considering the updated potable water master plan, which will include the proposed Lake Bell WTP and the proposed extension of the water main to Forest City Road.

In April 2020, a Clean Water Facilities Plan was prepared based on results of the wastewater a Sanitary Sewer Evaluation Study (SSES). As a result, the Clean Water Facilities Plan will be reviewed and revised to include recommendations and update the engineer's opinion of construction costs based on current construct cost estimates.

## **SCOPE OF SERVICES**

### **TASK 1 – PROJECT SETUP AND KICK-OFF MEETING**

- a) Set-up project and prepare a Project Work Plan with tentative schedule.
- b) Conduct Kick-Off Meeting to identify roles, set a tentative schedule, review Town's Program Manager requirements and request available data. Prepare and distribute Kick-Off Meeting Minutes for TOWN record.

### **TASK 2 – UPDATE POTABLE WATER SYSTEM MASTER PLAN**

- a) Update Hydraulic Model to include the proposed Lake Bell WTP and the proposed extension of the water main to Forest City Road.
- b) Prepared revised 2025 Potable Water Master Plan and present to Town Council.

### **TASK 3 – PREPARE DRINKING WATER FACILITIES PLAN**

- a) CPH will subcontract Aclus Engineering, LLC, a Certified Minority-Owned Enterprise (MBE) to provide Drinking Water SRF Funding Assistance (**Attachment A**)
- b) Prepare Water Facilities Plan Documentation for Drinking Water SRF grant in accordance with (62-503, F.A.C) to include:
  - Executive Summary
  - Cost Comparison of Alternatives (up to three (3))
  - Environmental Effects/Benefits that evaluate Flora, Fauna, Endangered Species, Water Bodies, Agricultural Lands, Wetlands, and Undisturbed Areas (**Attachment B**).
  - Alternative Evaluation Selection
  - Statement on Environmental Justice
  - Public Participation Process
    - Advertisement affidavit

- Public discussion of alternatives
    - Documentation of discussion
  - Financial Feasibility
  - Project Schedule
  - Assist with efforts to Adopt Resolution
- c) Discuss and coordinate with the Town’s Program Manager for construction delivery methods, project program scheduling and solicitation.
- d) Assist Town’s Program Manager with advertisement and agreement documents.
- e) Respond to and resubmit documents to obtain grant funds.
- f) Assist the Town’s Program Manager with the grant application, execution, schedule, and attendance at Town Council meeting(s) on grant execution.

#### **TASK 4 – UPDATE CLEAN WATER (WASTEWATER) FACILITIES PLAN**

- a) CPH will subcontract Aclus Engineering, LLC, a Certified Minority-Owned Enterprise (MBE) to provide Clean Water SRF Funding Assistance (**Attachment C**).
- b) Prepare Updated Wastewater Facilities Plan Documentation for Clean Water SRF grant in accordance with (62-503, F.A.C) to include:
- Executive Summary
  - Cost Comparison of Alternatives (up to three (3))
  - Environmental Effects/Benefits that evaluate Flora, Fauna, Endangered Species, Water Bodies, Agricultural Lands, Wetlands, and Undisturbed Areas (**Attachment D**).
  - Alternative Evaluation Selection
  - Statement on Environmental Justice
  - Public Participation Process
    - Advertisement affidavit
    - Public discussion of alternatives
    - Documentation of discussion
  - Financial Feasibility
  - Project Schedule
  - Assist with efforts to Adopt Resolution
- c) Discuss and coordinate with the Town’s Program Manager for construction delivery methods, project program scheduling and solicitation.

- d) Assist Town's Program Manager with advertisement and agreement documents
- e) Respond to and resubmit documents to obtain grant funds.
- f) Assist the Town's Program Manager with the grant application, execution, schedule, and attendance at Town Council meeting(s) on grant execution.

## **TASK 5 – PROJECT MANAGEMENT AND QUALITY ASSURANCE/QUALITY CONTROL**

- a) Participate in regular bi-weekly meetings with Town's Program Manager and other project stakeholders from NTP up to six (6) months.
- b) Develop Smartsheet project schedule to track the progress of the project from NTP through Close-out including schedules, funding timelines and project status and notes. Smartsheet reports can be shared with the Town's Program Manager to allow for up to the minute status updates of project.
- c) Prepare monthly project status reports and invoices for up to six (6) months.
- d) Conduct QA/QC review of deliverables.

## **SERVICES NOT INCLUDED**

The following services are not included in the scope of services at this time. However, CPH will provide any of the following services under a separate authorization.

- 1. Hydraulic Model Field Testing

## **SERVICES TO BE PROVIDED BY TOWN**

- 1. Review submittal documents within two (2) weeks of delivery.

## **COMPENSATION**

Compensation paid to CPH for services described herein and rendered by principals and employees assigned to the project are computed by multiplying Standard Classification Billing Rates for all classifications of employees directly engaged on the project, times the number of hours worked on the project. The Engineering lump sum fee for the services described herein is estimated to be **\$133,725**.

The lump sum fee includes out-of-pocket expenses and will be specifically identified in periodic invoicing, and include such items as transportation and subsistence of principals and employees when traveling in connection with the project, tolls, telephone calls, photocopies, prints and plots, etc. Invoices will be submitted periodically, indicating the hours expended during that billing cycle.



**Attachment A**  
**Drinking Water SRF Funding Assistance**  
**Aclus Engineering, LLC**





January 6<sup>th</sup>, 2025

Mr. Robbie Gonzalez, P.E.  
Senior Project Manager  
CPH Consulting LLC  
1117 East Robinson Street  
Orlando, Florida 32801

**Subject:** Proposal for Engineering Services

**Project:** **Drinking Water** SRF Funding Assistance – Town of Eatonville

**Aclus No.:** 172409

Dear Mr. Gonzalez:

In accordance with your request, Aclus Engineering, LLC (Aclus) is pleased to provide this proposal for engineering services to assist CPH with professional engineering services for the referenced Town of Eatonville (Town) Project. The Scope of Services in this proposal is in general accordance with our recent conversations.

### **1.0) General**

The Town of Eatonville is planning to perform the following two (2) distinct projects to improve its drinking water system:

- Project 1 – Lake Bell Water Treatment Plant Rehabilitation
- Project 2 – Asbestos Cement Water Main Replacements

The Town was awarded approximately \$14 million in grant funds by the Florida Department of Environmental Protection (FDEP) to help pay for these projects. A Facilities Plan report meeting the Drinking Water State Revolving Fund (DWSRF) requirements needs to be submitted to FDEP to utilize these funds.

CPH has retained Aclus to assist with the preparation of the Drinking Water Facilities Plan and supporting CPH with funding activities as described in the Scope of Services below. CPH has already performed preliminary design activities for both projects, which will be the basis of proposed improvements described in the Facilities Plan.

## **2.0) Scope of Services**

- 2.1) Prepare a comprehensive funding activities schedule to include the design, permitting, and construction phases of the project. This will help define the activities and deadlines associated with the funding agencies supporting this project.
- 2.2) Prepare, submit, and process a Drinking Water Facilities Plan in accordance with DWSRF requirements. Both projects, each with their respective alternatives and present worth cost analysis, will be included in the report.
- 2.3) Assist in preparing the necessary Planning documents required by SRF. This includes assistance with the Business Plan, Town Council Documentation (Resolutions, etc.), and Project Site Certification. It is assumed the Town accountant will insert the Town's accounting and financial data into the Business Plan forms.
- 2.4) Attend Town public meetings during the approval process of the Facilities Plan, and Business Plan. Assist with advertising the meetings to the public and preparing minutes of the meetings. Two (2) public meetings are assumed to be needed.

## **3.0) CPH's Responsibilities**

- Provide all technical and cost information necessary for the Facilities Plan.
- Request information from the Town, as necessary.

## **4.0) Other Matters**

- SRF related services during the final design phase of both projects will be performed under a separate agreement, if needed.
- It is assumed the acquisition of new property is not necessary for this project.
- It is assumed Town staff will insert the Town's accounting and financial data into the Business Plan forms.
- Bidding, SRF/FDEP construction administration, technical services during construction, and Davis-Bacon, AIS & BABA compliance activities (if needed) will be performed under a separate future proposal.
- A formal environmental study/review is not anticipated to be necessary and is therefore not included in this proposal. It is assumed the construction activities will qualify for the environmental categorical exclusion.

## **5.0) Compensation**

Aclus will provide these services to CPH for the lump sum fee of \$31,000 as presented below:

2.1	Funding Schedule	\$3,000
2.2	Facilities Plan	\$18,000
2.3	Planning Documents	\$4,000
2.4	Public Meetings	\$6,000
		<hr/>
		\$31,000

It is understood and agreed that cost trade-offs among the various work tasks are allowable.

## 6.0) Schedule

Aclus will prepare and submit work product in accordance CPH's Agreement with the Town and within mutually agreed deadlines.

Please call us if you have any comments or questions. We look forward to the opportunity to serve CPH and the Town of Eatonville on this important Project.

Sincerely,



Daniel Magro, P.E.  
Managing Director



**Attachment B**  
**Drinking Water Preliminary Ecological Assessment**  
**CPH Consulting, LLC**

## **EXHIBIT D - ENVIRONMENTAL (ECOLOGICAL) SCOPE OF SERVICES**

### **PROJECT DESCRIPTION**

The Town of Eatonville has requested CPH Environmental Services to conduct a preliminary ecological assessment to assist with project planning for a Drinking Water SRF Facilities Plan. The scope of this project includes the assessment of the Kennedy Boulevard project corridor from Forest City to the Town's Water Treatment Plant along Kennedy Boulevard. This project is for the relocation of the potable water main within Eatonville, Florida due to the County's widening of Kennedy Boulevard.

### **1.0 ENVIRONMENTAL SERVICES**

#### **ENV-1 Preliminary Ecological Assessment**

CPH shall perform a preliminary ecological assessment on the subject property. Tasks to be completed include the following:

- Public Data Base Research: CPH will review Florida Fish and Wildlife Conservation Commission (FFWCC) and U.S. Fish and Wildlife Service (USFWS) web-based files and distribution mappings and review the Atlas of Breeding Sites of Herons and Their Allies (FFWCC) to identify recorded listed species within the project site or within the vicinity of the subject property.
- Field Investigation: CPH will conduct a preliminary survey by general reconnaissance of the site for the occurrence or potential occurrence of protected species (threatened and endangered) and wetlands and surface waters. The approximate location of all observed protected species and approximate extent and configuration of wetlands and surface waters shall be identified on the FLUCFCS map or aerial photograph prints. Those species referred to as protected are listed under Florida Administrative Code 68A and Florida Statute 581.185 and Code of Federal Regulation (50 CFR 17.11 and 17.12).
- Vegetation and Land Use: CPH will prepare a Vegetation and Land Use Map covering the project site. The mapping will follow Level III nomenclature of the Florida Land Use Cover and Forms Classification System (FLUCFCS). The approximate acreage of each classification will be tabulated for the site. The map will be digitized based on "desktop" interpretation of features evident on the aerial photography, correlation with soil types and field verification for each mapped classification. The dominant vegetation of each classification will be recorded.
- Initial Archaeological & Historical Assessment: CPH shall request a determination from the State Historic Preservation Officer (SHPO) regarding archaeological and historical resources within the project area. CPH shall include the response from SHPO in the final report.
- Report: CPH shall prepare a memorandum report summarizing the habitat and land use mapping, observed protected species, current regulatory considerations, estimated wetland mitigation costs and results of the public data base search to assist with project planning as applicable to the site conditions. The Client shall receive an electronic copy of the report and figures.

## **2.0 COMPENSATION**

Services under Basic Services will be provided on an hourly or a fixed fee basis in accordance with the table below.

<b>Task #</b>	<b>Task Name</b>	<b>Fee Type</b>	<b>Fee</b>
ENV-1	Preliminary Ecological Assessment	Lump Sum	\$6,600.00
<b>ENVIRONMENTAL SCOPE TOTAL</b>			<b>\$6,600.00</b>

Additional services shall be other professional and technical services not specifically identified above. Invoices for Additional Services will be provided on an hourly plus expense reimbursement basis.

## **3.0 SCOPE OF WORK CLARIFICATIONS**

The Environmental scope of work shall be as indicated within this exhibit. Additional scope of work in any category will be reviewed on a case-by-case basis and may be cause for additional services billed at the Hourly Billing Rate included as a part of this proposal or as an approved negotiated lump sum.

For all site visits and meetings, travel within 100 miles round-trip from the originating CPH office shall be included in the fees provided. Travel beyond 100 miles round-trip shall be expensed as a reimbursable cost.

**Any work not specifically indicated in this proposal is excluded including but not limited to the following:**

- Special meetings with agencies, other consultants or Client except those meetings, if any, specifically identified in the above Scope of Work
- Local, State & Federal Wetland Permitting
- Professional Surveying
- Tree Removal Permitting
- Archaeological & Historical Studies or Reports
- Gopher Tortoise Permitting and Relocation
- Section 7 or Section 10 Consultation and Studies
- Specific Wildlife Assessments and Permitting
- Survey and Engineering
- Services resulting from changes made by client following the completion of specific project tasks that require re-work by CPH
- Special meetings with agencies, other consultants or Client except those meetings, if any, specifically identified in the above Scope of Work
- Phase I, II and remediation



**Attachment C**  
**Clean Water SRF Funding Assistance**  
**Aclus Engineering, LLC**



January 6<sup>th</sup>, 2025

Mr. Robbie Gonzalez, P.E.  
Senior Project Manager  
CPH Consulting LLC  
1117 East Robinson Street  
Orlando, Florida 32801

**Subject:** Proposal for Engineering Services

**Project:** **Clean Water** SRF Funding Assistance – Town of Eatonville

**Aclus No.:** 172410

Dear Mr. Gonzalez:

In accordance with your request, Aclus Engineering, LLC (Aclus) is pleased to provide this proposal for engineering services to assist CPH with professional engineering services for the referenced Town of Eatonville (Town) Project. The Scope of Services in this proposal is in general accordance with our recent conversations.

### **1.0) General**

The Town of Eatonville is planning to perform a gravity sewer rehabilitation project along Varen Drive due to the pipe's old age and deteriorated condition.

The Town was awarded approximately \$20 million in grant funds by the Florida Department of Environmental Protection (FDEP) to help pay for these projects. A Facilities Plan report meeting the Clean Water State Revolving Fund (CWSRF) requirements needs to be submitted to FDEP to utilize these funds.

CPH previously prepared a Facilities Plan for this project approximately six years ago, which needs to be updated and re-submitted to FDEP. The updates are anticipated to modify the construction scope and cost estimate. CPH has already performed preliminary design activities for the project, which will be the basis of the proposed improvements presented in the Facilities Plan.

CPH has retained Aclus to assist with the preparation of the Clean Water Facilities Plan and supporting CPH with funding activities as described in the Scope of Services below.



## **2.0) Scope of Services**

- 2.1) Prepare a comprehensive funding activities schedule to include the design, permitting, and construction phases of the project. This will help define the activities and deadlines associated with the funding agencies supporting this project.
- 2.2) Update the Facilities Plan previously prepared by CPH to incorporate the changes in the project scope and new cost estimates. It is assumed CPH will provide technical and cost information for each alternative that needs to be incorporated into the Facilities Plan. Submit and process the Facilities Plan with the SRF.
- 2.3) Assist in preparing the necessary Planning documents required by SRF. This includes assistance with the Capital Financing Plan, Town Council Documentation (Resolutions, etc.), and Project Site Certification. It is assumed the Town accountant will insert the Town's accounting and financial data into the Capital Financing Plan forms.
- 2.4) Attend Town public meetings during the approval process of the Facilities Plan, and Business Plan. Assist with advertising the meetings to the public and preparing minutes of the meetings. Two (2) public meetings are assumed to be needed.

## **3.0) CPH's Responsibilities**

- Provide all technical and cost information necessary for the Facilities Plan.
- Request information from the Town, as necessary.

## **4.0) Other Matters**

- SRF related services during the final design phase will be performed under a separate agreement, if needed.
- It is assumed the acquisition of new property is not necessary for this project.
- It is assumed Town staff will insert the Town's accounting and financial data into the Capital Financing Plan forms.
- Bidding, SRF/FDEP construction administration, technical services during construction, and Davis-Bacon, AIS & BABA compliance activities (if needed) will be performed under a separate future proposal.
- A formal environmental study/review is not anticipated to be necessary and is therefore not included in this proposal. It is assumed the construction activities will qualify for the environmental categorical exclusion.

## 5.0) Compensation

Aclus will provide these services to CPH for the lump sum fee of \$26,000 as presented below:

2.1	Funding Schedule	\$3,000
2.2	Facilities Plan	\$13,000
2.3	Planning Documents	\$4,000
2.4	Public Meetings	\$6,000
		<hr/>
		\$26,000

It is understood and agreed that cost trade-offs among the various work tasks are allowable.

## 6.0) Schedule

Aclus will prepare and submit work product in accordance CPH's Agreement with the Town and within mutually agreed deadlines.

Please call us if you have any comments or questions. We look forward to the opportunity to serve CPH and the Town of Eatonville on this important Project.

Sincerely,



Daniel Magro, P.E.  
Managing Director



**Attachment D**  
**Clean Water Preliminary Ecological Assessment**  
**CPH Consulting, LLC**

## **EXHIBIT D - ENVIRONMENTAL (ECOLOGICAL) SCOPE OF SERVICES**

### **PROJECT DESCRIPTION**

The Town of Eatonville has requested CPH Environmental Services to conduct a preliminary ecological assessment to assist with project planning for a Clean Water SRF Facilities Plan in the Eastern Service Area and the Lake Lovely Service Area. CPH shall update the Eastern Service Area preliminary ecological assessment report and prepare one report that discusses both Service Areas. Two additional areas will be assessed as part of this project to assist with project planning for the replacement of the existing pipelines. These two (2) corridors are located along Lake Destiny and Campus View within Eatonville, Florida.

### **1.0 ENVIRONMENTAL SERVICES**

#### **ENV-1 Preliminary Ecological Assessment**

CPH shall perform a preliminary ecological assessment on the subject property. Tasks to be completed include the following:

- Public Data Base Research: CPH will review Florida Fish and Wildlife Conservation Commission (FFWCC) and U.S. Fish and Wildlife Service (USFWS) web-based files and distribution mappings and review the Atlas of Breeding Sites of Herons and Their Allies (FFWCC) to identify recorded listed species within the project site or within the vicinity of the subject property.
- Field Investigation: CPH will conduct a preliminary survey by general reconnaissance of the site for the occurrence or potential occurrence of protected species (threatened and endangered) and wetlands and surface waters. The approximate location of all observed protected species and approximate extent and configuration of wetlands and surface waters shall be identified on the FLUCFCS map or aerial photograph prints. Those species referred to as protected are listed under Florida Administrative Code 68A and Florida Statue 581.185 and Code of Federal Regulation (50 CFR 17.11 and 17.12).
- Vegetation and Land Use: CPH will prepare a Vegetation and Land Use Map covering the project site. The mapping will follow Level III nomenclature of the Florida Land Use Cover and Forms Classification System (FLUCFCS). The approximate acreage of each classification will be tabulated for the site. The map will be digitized based on "desktop" interpretation of features evident on the aerial photography, correlation with soil types and field verification for each mapped classification. The dominant vegetation of each classification will be recorded.
- Initial Archaeological & Historical Assessment: CPH shall request a determination from the State Historic Preservation Officer (SHPO) regarding archaeological and historical resources within the project area. CPH shall include the response from SHPO in the final report.
- Report: CPH shall prepare a memorandum report summarizing the habitat and land use mapping, observed protected species, current regulatory considerations, estimated wetland mitigation costs and results of the public data base search to assist with project planning as applicable to the site conditions. The Client shall receive an electronic copy of the report and figures.

### **2.0 COMPENSATION**

Services under Basic Services will be provided on an hourly or a fixed fee basis in accordance with the table below.

<b>Task #</b>	<b>Task Name</b>	<b>Fee Type</b>	<b>Fee</b>
ENV-1	Preliminary Ecological Assessment	Lump Sum	\$5,700.00
<b>ENVIRONMENTAL SCOPE TOTAL</b>			<b>\$5,700.00</b>

Additional services shall be other professional and technical services not specifically identified above. Invoices for Additional Services will be provided on an hourly plus expense reimbursement basis.

### **3.0 SCOPE OF WORK CLARIFICATIONS**

The Environmental scope of work shall be as indicated within this exhibit. Additional scope of work in any category will be reviewed on a case-by-case basis and may be cause for additional services billed at the Hourly Billing Rate included as a part of this proposal or as an approved negotiated lump sum.

For all site visits and meetings, travel within 100 miles round-trip from the originating CPH office shall be included in the fees provided. Travel beyond 100 miles round-trip shall be expensed as a reimbursable cost.

**Any work not specifically indicated in this proposal is excluded including but not limited to the following:**

- Special meetings with agencies, other consultants or Client except those meetings, if any, specifically identified in the above Scope of Work
- Local, State & Federal Wetland Permitting
- Professional Surveying
- Tree Removal Permitting
- Archaeological & Historical Studies or Reports
- Gopher Tortoise Permitting and Relocation
- Section 7 or Section 10 Consultation and Studies
- Specific Wildlife Assessments and Permitting
- Survey and Engineering
- Services resulting from changes made by client following the completion of specific project tasks that require re-work by CPH
- Special meetings with agencies, other consultants or Client except those meetings, if any, specifically identified in the above Scope of Work
- Phase I, II and remediation



## **EXHIBIT B**

### **Labor-Hour Cost**

	A	B	C	O
	TASK		DESCRIPTION	TOTAL
1				
2	Hourly Rate (\$) per 2022 Master Agreement			101%
3				
4	<b>1</b>	<b>Project Setup and Kick-Off Meeting</b>		
5	1.1		Set-up project and prepare a Project Work Plan with tentative schedule.	\$ 1,976
6	1.2		Conduct Kick-Off Meeting to identify roles, develop a tentative Project schedule.	\$ 3,036
7	<b>Subtotal - Project Setup and Kick-Off Meeting</b>			<b>\$ 5,012</b>
8				4%
9	<b>2</b>	<b>Update Potable Water System Master Plan</b>		
10	2.1		Update Hydraulic Model to include proposed Lake Bell WTP and extension of water main to Forest City Road.	\$ 10,650
11	2.2		Prepared revised Potable Water Master Plan and present to Town Commission	\$ 10,307
12	<b>Subtotal - Update Potable Water System Master Plan</b>			<b>\$ 20,957</b>
13				16%
14	<b>3</b>	<b>Prepare Drinking Water Facilities Plan</b>		
15	3.1		CPH will subcontract Aclus Engineering, LLC, a Certified Minority-Owned Enterprise (MBE) to provide Drinking Water SRF Funding Assistance	\$ 34,776
16	3.2		Prepare Water Facilities Plan Documentation for Drinking Water SRF grant in accordance with (62-503, F.A.C)	\$ 10,886
17	3.3		Discuss and coordinate with the Town's Program Manager for construction delivery methods, project program scheduling and solicitation	\$ 1,200
18	3.4		Assist Town's Program Manager with advertisement and agreement documents.	\$ 1,940
19	3.5		Respond to and resubmit documents to obtain grant funds	\$ 1,940
20	3.6		Assist the Town's Program Manager with the grant application, execution, schedule, and attendance at Town Commission meeting(s) on grant execution	\$ 1,200
21	<b>Subtotal - Prepare Drinking Water Facilities Plan</b>			<b>\$ 51,942</b>
22				39%
23	<b>4</b>	<b>Update Clean Water (Wastewater) Facilities Plan</b>		
24	4.1		CPH will subcontract Aclus Engineering, LLC, a Certified Minority-Owned Enterprise (MBE) to provide Clean Water SRF Funding Assistance	\$ 29,176
25	4.2		Prepare Water Facilities Plan Documentation for Drinking Water SRF grant in accordance with (62-503, F.A.C)	\$ 9,686
26	4.3		Discuss and coordinate with the Town's Program Manager for construction delivery methods, project program scheduling and solicitation	\$ 1,100
27	4.4		Assist Town's Program Manager with advertisement and agreement documents.	\$ 1,840
28	4.5		Respond to and resubmit documents to obtain grant funds	\$ 1,840
29	4.6		Assist the Town's Program Manager with the grant application, execution, schedule, and attendance at Town Commission meeting(s) on grant execution	\$ 1,100
30	<b>Subtotal - Update Clean Water (Wastewater) Facilities Plan</b>			<b>\$ 44,742</b>
31				33%
32	<b>5</b>	<b>Project Management and QA/QC</b>		
33	5.1		Participate in regular weekly meetings with Town for up to six (6) months	\$ 5,940
34	5.2		Develop Smartsheet project schedule and track weekly progress	\$ 1,864
35	5.3		Prepare monthly project status reports and invoices for up to six (6) months	\$ 1,648
36	5.4		Conduct QA/QC review of Facility Plan documents.	\$ 1,620
37	<b>Subtotal - Project Management and QA/QC</b>			<b>\$ 11,072</b>
38				8%
39	<b>TOTAL</b>			<b>\$ 133,725</b>