



The Water Cooperative of Central Florida  
Friday, April 12, 2019  
2:00 PM - 4:00 PM  
Toho Administration Building  
951 MLK Boulevard  
Kissimmee, FL 34741

## **Agenda**

NEW MEMBER WELCOME

SELECTION OF CHAIR

PRESENTATIONS

- HISTORY OF THE STOPR GROUP
- CENTRAL FL WATER INITIATIVE
- OVERVIEW OF THE WATER COOPERATIVE OF CENTRAL FL
- CYPRESS LAKE ALTERNATIVE WATER SUPPLY PROJECT OVERVIEW

ITEMS FOR BOARD ACTION

- (1) APPROVAL OF BOARD MEETING MINUTES FROM JULY 11, 2018
- (2) APPROVAL OF REIMBURSEMENT OF EXPENDITURES TO DATE BY TOHO WATER AUTHORITY ON BEHALF OF THE WATER COOPERATIVE OF CENTRAL FLORIDA
- (3) APPROVAL OF THE PREQUALIFICATION OF WELL DRILLERS TO BID CONCENTRATE DISPOSAL WELL CONSTRUCTION SERVICES FOR THE CYPRESS LAKE ALTERNATIVE WATER SUPPLY (AWS) PROJECT
- (4) APPROVAL OF JOHNSTON'S SURVEYING SUPPORT SERVICES PROPOSAL FOR SKETCH AND DESCRIPTIONS FOR PROPERTY ACQUISITION FOR THE CYPRESS LAKE ALTERNATIVE WATER SUPPLY PROJECT
- (5) PRESENTATION AND ACCEPTANCE OF THE 2018 WATER COOPERATIVE OF CENTRAL FLORIDA AUDIT
- (6) ESTABLISH WATER COOPERATIVE OF CENTRAL FLORIDA MEETING DATES FOR 2019

BOARD MEMBER ANNOUNCEMENTS

ADJOURNMENT

<b>Description</b>	Regular meeting of the Water Cooperative of Central Florida (WCCF). Present at the meeting were Polk County Commissioner George Lindsey, Orange County Commissioner Peter Clarke, City of St. Cloud Commissioner Donald Shroyer, Toho Water Authority (TWA) Executive Director Brian L. Wheeler, Silvia Alderman, WCCF Counsel, via telephone and TWA Executive Assistant Nilsa C. Diaz. TWA Supervisor LeRue "Skip" Stellfox was absent.		
<b>Date</b>	07/11/2018	<b>Location</b>	Bruce R. Van Meter Board Room
	<b>ITEM</b>	<b>NOTES</b>	
2:08 PM	MEETING CALLED TO ORDER	Meeting called to order at 2:01 PM.	
	1. APPROVAL OF THE BOARD MEETING MINUTES FROM APRIL 4, 2018	Commissioner Clarke moved for approval of the meeting minutes from the Water Cooperative Board meeting of April 4, 2018 as circulated. Commissioner Lindsey seconded the motion. Motion passed 3 to 0.	
	2. APPROVAL OF REIMBURSEMENT OF EXPENDITURES TO DATE BY TOHO WATER AUTHORITY ON BEHALF OF THE WATER COOPERATIVE OF CENTRAL FLORIDA	<div style="border: 1px solid black; padding: 5px;"> <p>TWA Executive Director Brian Wheeler, Agent for the WCCF, summarized the expenditures TWA made on behalf of the WCCF from March 29, 2018 – June 28, 2018 submitted for reimbursement. The total amount of expenditures for the period was \$9,815.24. Executive Director Wheeler reported that the majority of the expenses were for legal fees related to representation for the Central Florida Water Initiative. Commissioner Lindsey moved for approval of the reimbursement to TWA. Commissioner Clarke seconded the motion. Motion passed 3 to 0.</p> </div>	
	3. APPROVAL OF THE FINAL WATER COOPERATIVE BUDGET FOR FISCAL YEAR 2019	Executive Director Wheeler reported that the final Water Coop budget for FY19 had been submitted to the various governments and there were no comments received from any of them; therefore, the budget is ready for Board approval. Commissioner Lindsey moved for approval of the FY19 Budget as published and Commissioner Clarke seconded the motion. Motion passed 3 to 0.	
	4. STATUS REPORT ON THE IMPLEMENTATION OF THE CYPRESS LAKE ALTERNATIVE WATER SUPPLY PROJECT	Executive Director Wheeler presented a PowerPoint presentation on the implementation of the Cypress Lake Alternative Water Supply Project and stated that over the last months some decisions needed to be made. The Engineering contract presented at the last meeting was approved and final design will be beginning the first part of 2019 with a 15 to 20 month completion deadline. The critical area right now is the property acquisition and the location map provided shows where the water plant and the wells will be located also the water lines associated with the project. This slide shows the land acquisition along with parcel id numbers. The property will need surveying which will take place the rest of this year. Commissioner Lindsey asked if contact has been made with other property owners. Mr. Wheeler	

responded that one of the owners is in his Rotary Club and he has talked to them and they are okay with it. There are three properties that we are interested in acquiring. Commissioner Lindsey asked if Mr. Wheeler thought we would have to go to condemnation. Mr. Wheeler said no, other than the Bronson properties you are talking very small lots, less than an acre.

Silvia Alderman provided an update on projects she had been working on for the Coop. In terms of the CFWI, the work group is diligently working with representatives from Agriculture, Institutional, and Environmental. The language on salinity has been provided to the Department of Environmental Protection and they are in the process of reviewing it. The next step will be how to add HARM and Minimum Flows. We will be checking with DEP to get their input to see where they want us to go next. They have agreed to review the punch list and will give us a topic. We asked DEP if they were going to continue with this process and they said yes. Chairman Shroyer said that they are waiting until 22,000 homes are approved and may double in the next five years in St. Cloud; St. Cloud does not have enough water and he will be talking to the City Manager tomorrow as it looks like St. Cloud may be the first to say we need water. Commissioner Clarke stated that there are 20,000 homes in the Sunbridge development and their alternative water supply is Toho with part of their water coming from the Taylor Creek surface water draw.

Chairman Shroyer addressed Mr. Wheeler and said that this would be his last meeting as Executive Director of TWA, so someone else will be sitting here at the next meeting.

Commissioner Lindsey asked if his successor had been named. Mr. Wheeler said yes. Commissioner Lindsey proceeded to thank Mr. Wheeler for his service to the community and to the Water Coop.

Mr. Wheeler said that he really appreciated all of them and their support.

Chairman Shroyer said that Mr. Wheeler's institutional knowledge of water will be hard to match.

The next meeting was scheduled for October 3rd but there is no agenda so as the date gets closer more than likely it will be cancelled.

There being no further business to come before the Board,  
Chairman Shroyer adjourned the meeting at 2:25 PM.

ADJOURNED

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Chairman

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Secretary

ncd

# WATER CO-OPERATIVE OF CENTRAL FLORIDA

Meeting Date: APRIL 12, 2019

Agenda Item No. **2**

Attachments: Itemized list of expenditures by Toho Water Authority from June 29, 2018 - January 7, 2019

Title: APPROVAL OF REIMBURSEMENT OF EXPENDITURES TO DATE BY TOHO WATER AUTHORITY ON BEHALF OF THE WATER COOPERATIVE OF CENTRAL FLORIDA

**Explanation:**

The Board of Supervisors adopted a resolution at the October 2, 2013 meeting authorizing the reimbursement of expenses incurred by Toho Water Authority (TWA) on behalf of the Water Coop on a quarterly basis. The resolution allows the Authority to submit a detailed list of expenses incurred each quarter to the Board for approval for reimbursement. Under the resolution, the TWA could be reimbursed quarterly during the year instead of once annually as was done for the previous fiscal year. The attached list of expenditures, made to date by TWA on behalf of the Water Cooperative, is being submitted for approval for reimbursement contingent upon the Board approving the authorizing resolution.

Costs: \$12,065.96

Recommendation: Staff recommends approval of the list of expenditures submitted to date for reimbursement to the TWA.

Initials: ncd

## ATTACHMENT AGENDA ITEM 2

Expenses paid on behalf of the Central Florida Water Cooperative

CliftonLarsonAllen LLP	06/29/2018	1859694	\$1,000.00
Akerman LLP	05/03/2018	9343939	\$4,195.96
Akerman LLP	07/05/2018	9362050	\$942.50
Akerman LLP	08/06/2018	9371584	\$260.00
Akerman LLP	08/06/2018	9371581	\$1,332.50
Akerman LLP	09/05/2018	9381564	\$617.50
Akerman LLP	09/28/2018	9389541	\$487.50
Florida Dept of Economic Opportunity	10/01/2018	annual fee	\$175.00
Akerman	11/06/2018	9399971	\$455.00
Akerman	12/04/2018	9407993	\$877.50
Akerman	01/07/2019	9417073	\$1,722.50
			<b>\$12,065.96</b>

All member governments have paid their \$22,000 contribution for FY19. The only receivable currently outstanding is Reedy Creek's share of FY18 Q4 legal expense of \$487.50. A copy of this invoice is attached for reference purposes.

## Water Cooperative of Central Florida

Customer: Reedy Creek Improvement District  
 ATTN: Wes Byne  
 5300 Center Drive  
 Lake Buena Vista FL 32830

Purchase Order	Customer ID	Salesperson ID	Shipping Method	Payment Terms ID
	REE00001			

**Description:**  
 RCID's 20% share of the legal expenses billed by Akerman LLP to the Water Cooperative of Central Florida relating to the Central Florida Water Initiative (CFWI). Invoice copies are enclosed.

Invoice #	Invoice Date	Full Amount	RCID's 20%
9371581	8/6/2018	\$1,332.50	\$266.50
9381564	9/5/2018	\$617.50	\$123.50
9389541	9/30/2018	\$487.50	\$197.50

Subtotal	\$487.50
Misc	\$0.00
Tax	\$0.00
Freight	\$0.00
Trade Discount	\$0.00
Payment	\$0.00
<b>Total Due</b>	<b>\$487.50</b>

Please wire funds to the Water Cooperative of Central Florida, Account #1000145151279, SunTrust Bank, Routing #061000104  
 If you have questions concerning this invoice, contact Alexandra Green, 407-944-5137, [agreen@tohowater.com](mailto:agreen@tohowater.com)

**WATER CO-OPERATIVE OF CENTRAL FLORIDA**

**Meeting Date: April 12, 2019**

**Agenda Item No. 3**

**Attachments: Letter of Recommendation**

**Title: APPROVAL OF THE PREQUALIFICATION OF WELL DRILLERS TO BID CONCENTRATE DISPOSAL WELL CONSTRUCTION SERVICES FOR THE CYPRESS LAKE ALTERNATIVE WATER SUPPLY (AWS) PROJECT**

**Explanation:**

TWA is requesting the Water Cooperative of Central Florida (WCCF) Board of Supervisors approve the prequalification of Well Drilling Companies to bid construction services for one test concentrate disposal well for the Cypress Lake Water Alternative Water Supply (AWS) Treatment Plant Project and two future concentrate disposal wells.

On January 6, 2016 and April 4, 2018 the WCCF Board approved Tetrattech proposals to permit three Class V Concentrate disposal wells and design one Class V concentrate disposal well respectively. The wells are necessary to inject brine concentrate, a by-product of the reverse osmosis brackish water treatment process, into the lower portion of the Lower Floridan Aquifer as an alternative to concentrate disposal through Class I deep injection wells. The Class V wells will reduce the cost of construction of each well from approximately \$15M to \$5M, resulting in substantial savings over the course of construction of three disposal wells. The three wells are required to provide adequate disposal capacity of the brine concentrate for the Cypress Lake AWS Project at a build out capacity of approximately 30 million gallons per day (MGD). The Class V wells cost significantly less to construct as they are drilled to a depth of approximately 2500' while the Class I wells are typically deeper than 5000' and require special drilling rigs to construct.

The permitting of three wells and the design of one well has been completed; however, a minor modification to the permit was required to adjust the final location of the three permitted wells. The minor modification was submitted on March 1, 2019 with a response due by April 1, 2019. The relocation of the wells was based upon ongoing negotiations with the property owner's desired Water Treatment Facility location.

Because the Class V well is substantially shallower than a deep injection well, the issued permit requires the Water Cooperative to submit a second permit application for a Water Quality Criteria Exemption (WQCE) for concentrate components that might exceed drinking water standards. This will be submitted when the minor modification to the permit is received.

In anticipation of receipt of the minor modification to the well construction permit and the WQCE, the WCCF utilities' staff representatives desire to obtain Water Cooperative Board approval for the prequalification of well drillers. The prequalification is necessary because of the expertise required to construct the disposal wells and meet Florida Department of



Environmental Protection Underground Injection Control sampling and performance criteria during construction. After the permitting is complete and the first concentrate disposal well is bid to the prequalified companies, TWA will request WCCF Board approval of the lowest responsive bid prior to proceeding with the work.

On December 14, 2018, a Request for Qualifications (RFQu) was published to DemandStar and VendorLink requesting Statements of Qualifications (SOQs) from Well Drillers with proven expertise in the construction of injection wells. The purpose of the RFQu was to ensure Well Drillers with proven experience in construction of underground injection well drilling were prequalified to competitively bid drilling services for the concentrate disposal wells. Six SOQs were received and three of the respondents met the criteria to be pre-qualified for bidding. The companies are listed below:

<b>Prequalified Well Drillers</b>	<b>Did not meet RFQu Requirements</b>
Applied Drilling Engineering, Inc.	A.C. Schultes of Florida, Inc.
Youngquist Brothers, Inc.	All Webbs Enterprise, Inc.
Florida Design Drilling Services, Inc.	Southeast Drilling Services, Inc.

Funding for the concentrate disposal well design and construction was included in the 3<sup>rd</sup> Amendment to the Cypress Lake Interlocal Agreement, approved by the WCCF Board on January 4, 2017 and subsequently approved by the Water Cooperative members' individual Boards and Reedy Creek Improvement District. The 3<sup>rd</sup> Amendment established a budget of \$5,000,000 for the design and construction of the first well.

Costs: None

Recommendation: TWA as project administrator, with the concurrence of participating WCCF utility staff, recommends that the Water Cooperative Board approve the prequalification of well drillers for the construction of one test concentrate disposal well and two future concentrate disposal wells.

Initials: dab



March 25, 2019

Ms. Deborah Beatty, P.E.  
Toho Water Authority  
951 Martin Luther King Blvd., 3<sup>rd</sup> Fl.  
Kissimmee, FL 34741

**Subject: Prequalification of Companies to Bid Construction Services for the  
Cypress Lake Reverse Osmosis Water Treatment Plant (WTP) Class V  
Exploratory Injection Well and Single-Zone Monitor Well Project, RFQu-19-027  
Contractor Prequalification Recommendation for Construction Services**

**Tt # 200-08466-18007**

Dear Ms. Beatty:

This letter provides our recommendation for construction services prequalification for the Water Cooperative of Central Florida (Cooperative) Cypress Lake Reverse Osmosis Water Treatment Plant (ROWTP) Class V Exploratory Injection Well and Single-Zone Monitor Well Project. On January 24, 2019, the six (6) Contractors listed below submitted statement of qualifications (SOQs) for the subject project and on March 18, 2019 supplemental information was requested from each Contractor.

- A.C. Schultes of Florida, Inc.;
- All Webbs Enterprises, Inc.;
- Applied Drilling Engineering, Inc.;
- Florida Design Drilling Services, Inc.;
- Southeast Drilling Services, Inc.; and
- Youngquist Brothers, Inc.

Evaluation of the Contractor SOQs included review of the submitted information to determine that the minimum level of responsiveness was met regarding experience, capabilities, and qualifications as required by the Request for Qualifications (RFQu-19-027) solicitation. Attached to this letter is a checklist identifying the minimum requirements of the RFQ solicitation and indication of the supporting documentation submitted by each Contractor. A summary of each Contractor SOQ submittal is provided herein.

**A.C. Schultes of Florida, Inc.** Review of A.C. Shultes' SOQ submittal revealed **unsatisfactory** responsiveness to the RFQ.

- ✓ A.C. Schultes acknowledged Addendum Nos. 1 and 2 and complied with requirements of the Letter of Interest, Understanding of Services and General Information.
- ✓ A.C. Schultes demonstrated the ability of their key/lead staff to complete the project under this RFQ. Additional qualifications of the Project Superintendent are required of paragraph D.3 as addressed below.
- ✓ A.C. Schultes' Project Experience Form included two (2) Class V injection well projects constructed in 2013 and 2014 demonstrating 6 years of company experience in construction

of Florida Department of Environmental Protection (FDEP) Underground Injection Control (UIC) injection well projects. Based on A.C. Schultes' date of incorporation, they have conducted business in Florida for 16 years. The years of experience demonstrated by A.C. Schultes complies with the intent of the RFQ.

- A.C. Schultes' Project Reference and Experience Forms identified two (2) Class V injection wells. In addition to the Class V wells, a third reference project identified two (2) injection wells of unknown UIC Class for MDWASD Virginia Key Landfill. These two wells were verified to be drainage wells, thus not meeting the RFQ criteria. A.C. Schultes SOQ doesn't comply with minimum number of completed FDEP UIC Class I well projects required of the RFQ.
- The resume and experience of the Project Superintendent (Greg Schulte's) lacks information demonstrating minimum experience requirements of the RFQ.
- ✓ A.C. Schultes has the appropriate licensure to perform the services required of the project.
- ✓ A.C. Schultes demonstrated the ability to comply with the project insurance requirements.
- A.C. Schultes didn't indicate if any company officers have conducted business with TWA through another company, nor did they indicate if the company has reorganized or filed for bankruptcy.
- Annual financial reports for the last 3 years were not submitted.

**All Webbs Enterprises, Inc.** Review of All Webbs' SOQ submittal revealed **unsatisfactory** responsiveness to the RFQ.

- ✓ All Webbs acknowledged Addendum Nos. 1 and 2 and complied with requirements of the Letter of Interest, Understanding of Services and General Information.
- ✓ All Webbs demonstrated the ability of their key/lead staff to complete the project under this RFQ. Additional qualifications of the Project Superintendent are required of paragraph D.3 as addressed below.
- ✓ All Webbs substituted the Project Experience Form with their Bidder Reference data that included two (2) Class I injection well projects constructed in 2009 and 2013, demonstrating 10 years of company experience in construction of FDEP UIC injection well projects. Based on All Webbs' date of incorporation, they have conducted business in Florida for 36 years.
- ✓ All Webbs substituted the Project Reference Form with multiple tables that identified two (2) Class I and one (1) Class V injection well projects. Only two (2) of the three (3) projects were completed in the last 8-years, with the third project completed in 2009. However, the time of completion (2009) was considered a minor deviation, thus meeting the intent of the RFQ.
- The resume and experience of the Project Superintendent (David W. Wedd, Jr.) lacks information demonstrating experience requirements of the RFQ.
- ✓ Project references were provided meeting the intent of the RFQ.

- ✓ All Webbs has the appropriate licensure to perform the services required of the project.
- ✓ All Webbs demonstrated the ability to comply with the project insurance requirements.
- ✓ All Webbs demonstrated that the company officers haven't conducted business with TWA through another company, nor did the company reorganize or file for bankruptcy in the last 10 years.
- Annual financial reports for the last 3 years were not provided, noted as "Available Upon Request".

**Applied Drilling Engineering, Inc.** Review of Applied Drilling's SOQ submittal revealed **satisfactory** responsiveness to the RFQ.

- ✓ Applied Drilling acknowledged Addendum Nos. 1 and 2 and complied with requirements of the Letter of Interest, Understanding of Services and General Information.
- ✓ Applied Drilling demonstrated the ability of their key/lead staff to complete the project under this RFQ. Additional qualifications of the Project Superintendent are required of paragraph D.3 as addressed below.
- ✓ Applied Drilling's Project Experience Form included construction of multiple Class I and Class V injection well projects constructed dating back to 2009, demonstrating 10 years of company experience in construction of FDEP UIC injection well projects. Based on Applied Drilling's date of incorporation, they have been conducting business in Florida for 13 years.
- ✓ Applied Drilling's Project Reference Form included construction of two (2) FDEP Class I and one (1) FDEP Class V UIC injection wells completed in the last 8-years as required of the RFQ.
- ✓ The Project Superintendent's resume and Project Experience Form demonstrated that the minimum requirements are met.
- ✓ Project references were provided meeting the intent of the RFQ.
- ✓ Applied Drilling has the appropriate licensure to perform the services required of the project.
- ✓ Applied Drilling demonstrated the ability to comply with the project insurance requirements.
- ✓ Applied Drilling demonstrated that the company hasn't reorganized or filed for bankruptcy in the last 10 years.
- ✓ Annual financial reports were noted as submitted in a separate envelope; this information was not provided for review.

**Florida Design Drilling Services, Inc.** Review of Florida Design Drillings' SOQ submittal revealed **satisfactory** responsiveness to the RFQ.

- ✓ Florida Design acknowledged Addendum Nos. 1 and 2 and complied with requirements of the Letter of Interest, Understanding of Services and General Information.

- ✓ Florida Design demonstrated the ability of the proposed key/lead staff to complete the project under this RFQ. Additional qualifications of the Project Superintendent are required of paragraph D.3 as addressed below.
- ✓ Florida Design's Project Experience Form included construction of two (2) FDEP Class I and one (1) FDEP Class V UIC injection well project with construction dating back to 2016, demonstrating 3 years of company experience in construction of FDEP UIC injection well projects. Based on Florida Design's date of incorporation, they have been conducting business in Florida for 14 years. The years of experience demonstrated by Florida Design complies with the intent of the RFQ.
- ✓ Florida Design's Project Reference Form included construction of two (2) FDEP Class I and one (1) FDEP Class V UIC injection wells completed in the last 8-years as required of the RFQ.
- ✓ The Project Superintendent's resume and Project Experience Form demonstrated that the minimum requirements are met.
- ✓ Project references were provided meeting the intent of the RFQ.
- ✓ Florida Design has the appropriate licensure to perform the services required of the project.
- ✓ Florida Design demonstrated the ability to comply with the project insurance requirements.
- ✓ Florida Design demonstrated that the company officers haven't conducted business with TWA through another company, nor did the company reorganize or file for bankruptcy in the last 10 years.
- ✓ Annual financial Reports were noted as submitted. This information wasn't provided for review.

**Southeast Drilling Services, Inc.** Review of Southeast Drilling's SOQ submittal revealed **unsatisfactory** responsiveness to the RFQ.

- ✓ Southeast Drilling acknowledged Addendum Nos. 1 and 2 and complied with requirements of the Letter of Interest, Understanding of Services and General Information.
- ✓ Southeast Drilling demonstrated the ability of their key/lead staff to complete the project under this RFQ. Additional qualifications of the Project Superintendent are required of paragraph D.3 as addressed below.
- ✓ Southeast Drilling's Project Experience Form submitted included one (1) Class I and two (2) Class V injection well projects with construction dating back to 2013 demonstrating 6 years of company experience in construction of FDEP UIC injection well projects. Based on Southeast Drilling's date of incorporation, they have conducted business in Florida for 25 years. The years of experience demonstrated by Southeast Drilling complies with the intent of the RFQ.
- Southeast Drilling's Project Reference Form identified one (1) Class I and two (2) Class V injection well projects. Southeast Drilling SOQ doesn't comply with the minimum number of

completed Class I UIC injection well projects required of the RFQ. The North Hillsborough Aquifer Recharge Class V well project was noted in the project description as being constructed to Class I well standards. The North Hillsborough Aquifer Recharge project Engineer Reference had favorable comments relative to Southeast Drilling's performance, confirmed construction was complete, and that the well was designed, permitted, and constructed to Class V UIC standards.

- The Project Superintendent resume and Project Experience Form didn't demonstrate the requirements of the RFQ.
- ✓ Project references were provided meeting the intent of the RFQ.
- ✓ Southeast Drilling has the appropriate licensure to perform the services required of the project.
- ✓ Southeast Drilling demonstrated the ability to comply with the project insurance requirements.
- ✓ Southeast Drilling demonstrated that the company officers haven't conducted business with TWA through another company, nor did the company reorganize or file bankruptcy in the last 10 years.
- Southeast Drilling acknowledged the confidentiality of their company's financial information; therefore, the annual financial reports for the last three (3) years were not submitted.

**Youngquist Brothers, Inc.** Review of Youngquist Brothers' SOQ submittal revealed **satisfactory** responsiveness to the RFQ.

- ✓ Youngquist acknowledged Addendum Nos. 1 and 2 and complied with requirements of the Letter of Interest, Understanding of Services and General Information.
- ✓ Youngquist demonstrated the ability of their key/lead staff to complete the project under this RFQ. Additional qualifications of the Project Superintendent are required of paragraph D.3 as addressed below.
- ✓ Youngquist's Project Experience Form submitted included multiple Class I and Class V injection well projects dating back to 2016 demonstrating 3 years of company experience in construction of FDEP UIC injection well projects. Youngquist is known in the injection well industry of having extensive UIC injection well construction experience in Florida. Youngquist constructed both the Class I injection wells for the City of Palm Bay South Regional WTP and City of North Miami Beach Norwood Oeffler WTP where Tetra Tech served as the engineer-of-record dating back to 2005, therefore demonstrating more than 8 years of company construction experience with these types of projects.
- ✓ Youngquist's Project Reference Form included construction of multiple Class I and Class V injection well projects completed in the last 8-years as required of the RFQ.

- ✓ Project Superintendent's resumes and Project Experience Form demonstrated that the minimum requirements are met.
- ✓ Project references were provided meeting the intent of the RFQ.
- ✓ Youngquist has the appropriate licensure to perform the services required of the project.
- ✓ Youngquist demonstrated the ability to comply with the project insurance requirements.
- ✓ Youngquist demonstrated that the company officers apart from Bill Musselwhite (Diversified Drilling) haven't conducted business with TWA through another company, nor did the company reorganize or file for bankruptcy in the last 10 years. There are no known previous TWA contractual issues relating to Bill Musselwhite and Diversified Drilling.
- Youngquist Brothers, Inc. did not provide annual financial reports for the last three (3) years.

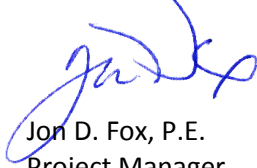
A.C. Schultes of Florida, Inc. is a reputable well contractor, however, their SOQ was determined unsatisfactory not substantially meeting the requirements of the RFQ. All Webbs Enterprises, Inc. and Southeast Drilling Services, Inc. have reputable experience in construction of FDEP UIC injection wells, however, All Webbs SOQ was determined unsatisfactory not meeting the project superintendent requirements of the RFQ and Southeast Drilling's SOQ was determined unsatisfactory not meeting the Class I project and superintendent requirements of the RFQ.

Based on meeting the requirements of the RFQ solicitation, Tetra Tech recommends that Applied Drilling Engineering, Inc., Florida Design Drilling Services, Inc., and Youngquist Brothers, Inc. be prequalified for construction of the Cypress Lake ROWTP Class V Exploratory Injection Well and Single-Zone Monitor Well Project. These contractors exhibit the qualifications and experience necessary to complete the services included in the RFQ solicitation.

Should you require further information or have questions, please do not hesitate to contact us at your earliest convenience.

Very truly yours,

**Tetra Tech**



Jon D. Fox, P.E.  
Project Manager

JDF/ab/Construction/BidSupport/Prequal CS Recommendation

Attachments

C: Michael Weatherby, P.G., HydroGeo, Inc.



Prequalification of Companies  
to Bid Construction Services for the  
Cypress Lake ROWTP Class V Exploratory Injection Well and Single-Zone Monitor Well  
Statement of Qualifications Review

		A.C. Schultes of Florida, Inc.		All Webbs Enterprises, Inc.		Applied Drilling Engineering, Inc.	
		Submitted	Meets Criteria	Submitted	Meets Criteria	Submitted	Meets Criteria
<b>Prequalification Requirements</b>							
<b>A. Letter of Interest</b>							
	Letter of Interest	✓	✓	✓	✓	✓	✓
	Acknowledged Addenda	✓	✓	✓	✓	✓	✓
<b>B. General Information</b>							
a.	Company Name	✓	✓	✓	✓	✓	✓
b.	Mailing Address	✓	✓	✓	✓	✓	✓
c.	Physical Address	✓	✓	✓	✓	✓	✓
d.	Contact Name and Title	✓	✓	✓	✓	✓	✓
e.	Telephone Number	✓	✓	✓	✓	✓	✓
f.	Email Address	✓	✓	✓	✓	✓	✓
g.	Business Classification	✓	✓	✓	✓	✓	✓
h.	If a Corporation, State where incorporated and date of incorporation	✓	✓	✓	✓	✓	✓
i.	Title and name of company principals	✓	✓	✓	✓	✓	✓
j.	Number of years your organization has been operating under your present business name	✓	✓	✓	✓	✓	✓
k.	IRS EIN	✓	✓	✓	✓	✓	✓
l.	Previous business names of your organization, if applicable.	1	NA	✓	✓	1	NA
m.	Note: If the company officers have conducted business with TWA through another company, list the company and projects.	1	NA	✓	✓	✓	✓
<b>C. Company and Staff Credentials, Qualifications &amp; Resumes</b>							
C.1	Include office location(s) where work under this contract will be performed, corporate qualifications, demonstration of adequate staffing, and technical capabilities to fulfill all services required to successfully accomplish the work.	✓	✓	✓	✓	✓	✓
C.2	Demonstrate that the key/lead team members meet all qualifications necessary to complete work associated with the assignment. Provide resumes containing sufficient information to evaluate the ability and experience of each key/lead team member that could provide services under the contract. Include resumes for the following team members at a minimum:	✓	✓	✓	✓	✓	✓
C.3	Also provide the following:						
a.	Proof of Florida licensure by the Water Management District as a well drilling contractor.	✓	✓	✓	✓	✓	✓
b.	References for project team members.	✓	2	✓	2	✓	2
<b>D. Minimum Experience and Self-Performance Requirements</b>							
D.1	The Contractor shall demonstrate a minimum of 8 years of company experience in construction of FDEP UIC injection well projects. Summary of experience shall be provided using the <u>Project Experience Form</u> provided herein. Owners and/or project oversight representatives may be contacted in the evaluation process.	✓	3	✓	✓	✓	✓
D.2	The Contractor shall identify a minimum of two (2) FDEP Class I UIC injection well and one (1) FDEP Class I or V UIC injection well reference projects completed by the company within the last 8 years (allowed within the last 10 years). The referenced projects shall demonstrate the types of experience required for this project, which shall include; rock coring, packer testing, pumping tests, deviation surveys, drill stem testing, water quality sampling, and other requirements for UIC wells. Reference project information shall be provided using the <u>Project Reference Form</u> provided herein. Owners and/or project oversight representatives may be contacted in the evaluation process.	✓		✓	✓	✓	✓
D.3	The Contractor shall provide the resume of the proposed project Superintendent. The resume shall demonstrate that the Superintendent has a minimum of 5 consecutive years of experience in the construction of FDEP UIC injection wells and has been directly responsible for the construction and testing of at least two (2) Class I injection wells. The Superintendent will be required to be present during critical times when construction work is being performed, such as geophysical logging, casing installation, casing cementing, rock coring, packer testing, and injection testing or as determined by the Engineer.	✓		✓		✓	✓
D.4	The Contractor shall provide a statement that their company will perform at least 80-percent of the work with their own forces.	✓	✓	1		✓	✓
D.5	The Contractor shall list all equipment proposed for this project, and equipment that will be leased for this project.	✓	✓	✓	✓	✓	✓
<b>E. Insurance, Bonding &amp; Licenses</b>							
E.1	Provide your company's Experience Modification Rate for each of the prior three (3) years.	✓	✓	1		✓	✓
E.2	Provide proof of the ability to obtain and maintain the following minimum Insurance requirements (additional requirements, such as Broad Form						
a.	Worker's Compensation Insurance: \$1,000,000 per occurrence.	✓	✓	✓	✓	✓	✓
b.	Public Liability and Property Insurance.	✓	✓	✓	✓	✓	✓
c.	Comprehensive General \$1,000,000 each (\$2,000,000 aggregate). Liability Coverages, Bodily Injury occurrence and Property Damage combined Single Limit.	✓	✓	✓	✓	✓	✓
d.	Automobile Liability Coverage: \$1,000,000 each Bodily Injury & Property Damage Occurrence, Combined Single Limit.	✓	✓	✓	✓	✓	✓
e.	Excess Liability, Umbrella Form: \$2,000,000 Combined Single Limit Insurance clause for both Bodily Injury and Property Damage.	✓	✓	✓	✓	✓	✓
f.	All Builders Risk Coverage.	4	NA	4	NA	4	NA
E.3	Bonds: Attach a letter from your bonding company verifying your bonding capacity (minimum \$5,000,000 required).	✓	✓	✓	✓	✓	✓
E.4	Licenses: Provide: the following documentation.						
a.	Copies of all local, state, or federal licenses that your organization holds.	✓	✓	✓	✓	✓	✓
b.	Proof of licensure by the South Florida Water Management District as a well drilling contractor.	✓	✓	✓	✓	✓	✓
<b>F. Felony Conviction, Litigation, Performance, &amp; Financial Stability</b>							
F.1	If your organization has ever been convicted of a felony, or has felony charges pending, in any state within the last 3 years from the date of prequalification submittal, disclose all material facts pertaining to any such felony conviction or any such pending felony charges against (a) your organization, (b) any business entity related to or affiliated with your organization, or (c) any present or former executive employee, officer, director, shareholder (owning twenty percent [20%] or more of the outstanding shares), partner, or owner of your organization or of any such related or affiliated entity.	NO		NO		NO	
F.2	Within the last 5 years, have any claims arising from or relating to a contract or subcontract been made against your organization or any officer or partner of your organization which resulted in litigation or arbitration? If so, the Contractor (or nominated subcontractor) shall attach a description of each claim, the amount of the claim, the parties involved, and the settlement amount or award.	NO		NO		NO	
F.3	Within the last 5 years, has your organization or any officer or partner of your organization made any claims arising from or relating to a contract or subcontract which resulted in litigation or arbitration? If so, the Contractor (or nominated Subcontractor) shall attach a description of each claim, the amount of the claim, the parties involved, and the settlement amount or award.	NO		NO		NO	
F.4	Provide a summary and disposition of individual cases of litigation, judgments and/or legal actions, entered by or against any local, state, federal government, public or private entity, by any state or federal court, during the past ten (10) years. In addition to litigation information, address the following questions:	NO		NO		NO	
a.	Has your Company or any of your Company's affiliates (as defined in F.S. 337.165(1)(a)) ever been barred or suspended from bidding or contracting on any public contract(s)?	NO		NO		NO	
b.	Have you ever abandoned a job, been terminated, or had a performance/surety bond called to complete a job?	NO		NO		NO	
c.	Has your organization ever filed suit or a formal claim against a project owner (prime or subcontractor)?	NO		NO		NO	
d.	Has a project owner ever withheld liquidated damages from your final payment for failure to complete a contract on time?	NO		NO		NO	
F.5	Financial Stability						
a.	It is essential that the Responder clearly demonstrate their Company's financial stability. Provide your Company's Annual Financial Report for the last three years; the report may be submitted in a separate envelope and remain confidential (only one copy is required).	1		1		✓	6
b.	If the company reorganized (i.e., changed name) or filed for bankruptcy protection in the past ten (10) years, describe prior projects and impact from reorganization and/or bankruptcy.	1		✓	✓	✓	✓
<b>G. Conflict of Interest Statement</b>							
a.	Provide a conflict of interest statement.	✓	✓	✓	✓	✓	✓

**Notes**

- Criteria not met.
- NA - Not applicable.
- (1) No information submitted.
- (2) Project references provided (not team member references).
- (3) UIC Company experience 6 years. (3 years FDD)
- (4) Requirement deleted by Addenda.
- (5) Insurance limit does not comply with minimum coverage required.
- (6) Not reviewed.



Prequalification of Companies  
to Bid Construction Services for the  
Cypress Lake ROWTP Class V Exploratory Injection Well and Single-Zone Monitor Well  
Statement of Qualifications Review

		Florida Design Drilling Corporation		Southeast Drilling Services, Inc.		Youngquist Brothers, Inc.	
		Submitted	Meets Criteria	Submitted	Meets Criteria	Submitted	Meets Criteria
<b>Prequalification Requirements</b>							
<b>A. Letter of Interest</b>							
	Letter of Interest	✓	✓	✓	✓	✓	✓
	Acknowledged Addenda	✓	✓	✓	✓	✓	✓
<b>B. General Information</b>							
a.	Company Name	✓	✓	✓	✓	✓	✓
b.	Mailing Address	✓	✓	✓	✓	✓	✓
c.	Physical Address	✓	✓	✓	✓	✓	✓
d.	Contact Name and Title	✓	✓	✓	✓	✓	✓
e.	Telephone Number	✓	✓	✓	✓	✓	✓
f.	Email Address	✓	✓	✓	✓	✓	✓
g.	Business Classification	✓	✓	✓	✓	✓	✓
h.	If a Corporation, State where incorporated and date of incorporation	✓	✓	✓	✓	✓	✓
i.	Title and name of company principals	✓	✓	✓	✓	✓	✓
j.	Number of years your organization has been operating under your present business name	✓	✓	✓	✓	✓	✓
k.	IRS EIN	✓	✓	✓	✓	✓	✓
l.	Previous business names of your organization, if applicable.	1	NA	1	NA	1	NA
m.	Note: If the company officers have conducted business with TWA through another company, list the company and projects.	✓	✓	✓	✓	✓	✓
<b>C. Company and Staff Credentials, Qualifications &amp; Resumes</b>							
C.1	Include office location(s) where work under this contract will be performed, corporate qualifications, demonstration of adequate staffing, and technical capabilities to fulfill all services required to successfully accomplish the work.	✓	✓	✓	✓	✓	✓
C.2	Demonstrate that the key/lead team members meet all qualifications necessary to complete work associated with the assignment. Provide resumes containing sufficient information to evaluate the ability and experience of each key/lead team member that could provide services under the contract. Include resumes for the following team members at a minimum:	✓	✓	✓	✓	✓	✓
C.3	Also provide the following:						
a.	Proof of Florida licensure by the Water Management District as a well drilling contractor.	✓	✓	✓	✓	✓	✓
b.	References for project team members.	✓	2	✓	2	✓	2
<b>D. Minimum Experience and Self-Performance Requirements</b>							
D.1	The Contractor shall demonstrate a minimum of 8 years of company experience in construction of FDEP UIC injection well projects. Summary of experience shall be provided using the <u>Project Experience Form</u> provided herein. Owners and/or project oversight representatives may be contacted in the evaluation process.	✓	3	✓	3	✓	✓
D.2	The Contractor shall identify a minimum of two (2) FDEP Class I UIC injection well and one (1) FDEP Class I or V UIC injection well reference projects completed by the company within the last 8 years (allowed within the last 10 years). The referenced projects shall demonstrate the types of experience required for this project, which shall include; rock coring, packer testing, pumping tests, deviation surveys, drill stem testing, water quality sampling, and other requirements for UIC wells. Reference project information shall be provided using the <u>Project Reference Form</u> provided herein. Owners and/or project oversight representatives may be contacted in the evaluation process.	✓	✓	✓		✓	✓
D.3	The Contractor shall provide the resume of the proposed project Superintendent. The resume shall demonstrate that the Superintendent has a minimum of 5 consecutive years of experience in the construction of FDEP UIC injection wells and has been directly responsible for the construction and testing of at least two (2) Class I injection wells. The Superintendent will be required to be present during critical times when construction work is being performed, such as geophysical logging, casing installation, casing cementing, rock coring, packer testing, and injection testing or as determined by the Engineer.	✓	✓	✓		✓	✓
D.4	The Contractor shall provide a statement that their company will perform at least 80-percent of the work with their own forces.	✓	✓	✓	✓	✓	✓
D.5	The Contractor shall list all equipment proposed for this project, and equipment that will be leased for this project.	✓	✓	✓	✓	✓	✓
<b>E. Insurance, Bonding &amp; Licenses</b>							
E.1	Provide your company's Experience Modification Rate for each of the prior three (3) years.	✓	✓	✓	✓	✓	✓
E.2	Provide proof of the ability to obtain and maintain the following minimum Insurance requirements (additional requirements, such as Broad Form						
a.	Worker's Compensation Insurance: \$1,000,000 per occurrence.	✓	✓	✓	5	✓	✓
b.	Public Liability and Property Insurance.	✓	✓	✓	✓	✓	✓
c.	Comprehensive General \$1,000,000 each (\$2,000,000 aggregate). Liability Coverages, Bodily Injury occurrence and Property Damage combined Single Limit.	✓	✓	✓	✓	✓	✓
d.	Automobile Liability Coverage: \$1,000,000 each Bodily Injury & Property Damage Occurrence, Combined Single Limit.	✓	✓	✓	✓	✓	✓
e.	Excess Liability, Umbrella Form: \$2,000,000 Combined Single Limit Insurance clause for both Bodily Injury and Property Damage.	✓	✓	✓	✓	✓	✓
f.	All Builders Risk Coverage.	4	NA	4	NA	4	NA
E.3	Bonds: Attach a letter from your bonding company verifying your bonding capacity (minimum \$5,000,000 required).	✓	✓	✓	✓	✓	✓
E.4	Licenses: Provide: the following documentation.						
a.	Copies of all local, state, or federal licenses that your organization holds.	✓	✓	✓	✓	✓	✓
b.	Proof of licensure by the South Florida Water Management District as a well drilling contractor.	✓	✓	✓	✓	✓	✓
<b>F. Felony Conviction, Litigation, Performance, &amp; Financial Stability</b>							
F.1	If your organization has ever been convicted of a felony, or has felony charges pending, in any state within the last 3 years from the date of prequalification submittal, disclose all material facts pertaining to any such felony conviction or any such pending felony charges against (a) your organization, (b) any business entity related to or affiliated with your organization, or (c) any present or former executive employee, officer, director, shareholder (owning twenty percent [20%] or more of the outstanding shares), partner, or owner of your organization or of any such related or affiliated entity.	NO		NO		NO	
F.2	Within the last 5 years, have any claims arising from or relating to a contract or subcontract been made against your organization or any officer or partner of your organization which resulted in litigation or arbitration? If so, the Contractor (or nominated subcontractor) shall attach a description of each claim, the amount of the claim, the parties involved, and the settlement amount or award.	NO		NO		NO	
F.3	Within the last 5 years, has your organization or any officer or partner of your organization made any claims arising from or relating to a contract or subcontract which resulted in litigation or arbitration? If so, the Contractor (or nominated Subcontractor) shall attach a description of each claim, the amount of the claim, the parties involved, and the settlement amount or award.	NO		NO		NO	
F.4	Provide a summary and disposition of individual cases of litigation, judgments and/or legal actions, entered by or against any local, state, federal government, public or private entity, by any state or federal court, during the past ten (10) years. In addition to litigation information, address the following questions:	NO		NO		NO	
a.	Has your Company or any of your Company's affiliates (as defined in F.S. 337.165(1)(a)) ever been barred or suspended from bidding or contracting on any public contract(s)?	NO		NO		NO	
b.	Have you ever abandoned a job, been terminated, or had a performance/surety bond called to complete a job?	NO		YES		NO	
c.	Has your organization ever filed suit or a formal claim against a project owner (prime or subcontractor)?	NO		NO		NO	
d.	Has a project owner ever withheld liquidated damages from your final payment for failure to complete a contract on time?	NO		NO		YES	
F.5	Financial Stability						
a.	It is essential that the Responder clearly demonstrate their Company's financial stability. Provide your Company's Annual Financial Report for the last three years; the report may be submitted in a separate envelope and remain confidential (only one copy is required).	✓	6	1		1	
b.	If the company reorganized (i.e., changed name) or filed for bankruptcy protection in the past ten (10) years, describe prior projects and impact from reorganization and/or bankruptcy.	✓	✓	✓	✓	✓	✓
<b>G. Conflict of Interest Statement</b>							
a.	Provide a conflict of interest statement.	✓	✓	✓	✓	✓	✓

**Notes**

- Criteria not met.
- NA - Not applicable.
- (1) No information submitted.
- (2) Project references provided (not team member references).
- (3) UIC Company experience 6 years. (3 years FDD)
- (4) Requirement deleted by Addenda.
- (5) Insurance limit does not comply with minimum coverage required.
- (6) Not reviewed.

# WATER CO-OPERATIVE OF CENTRAL FLORIDA

**Meeting Date: April 12, 2019**

**Agenda Item No. 4**

**Attachments: None**

**Title: APPROVAL OF JOHNSTON'S SURVEYING SUPPORT SERVICES PROPOSAL FOR SKETCH AND DESCRIPTIONS FOR PROPERTY ACQUISITION FOR THE CYPRESS LAKE ALTERNATIVE WATER SUPPLY PROJECT**

**Explanation:** The Water Cooperative of Central Florida (WCCF) Board of Supervisors is requested to approve initiation of surveying support services with Johnston's Surveying, Inc. for the preparation of Special Purpose Survey Sketch & Legal Descriptions to assist with property acquisition for the Cypress Lake Alternative Water Supply (AWS) Water Treatment Plant (WTP) and Wellfield project.

The surveying proposal with a fee of \$78,720 includes preparation of Special Purpose Survey Sketch and Descriptions for property and easement acquisitions for the first phase of the Cypress Lake AWS project including six production well sites; two concentrate disposal well sites; the WTP site; raw and finished pipeline easements; drainage easements; ingress/egress and access easements, including access to wetlands monitoring sites as required by the Cypress Lake Water Use Permit (WUP); and temporary construction easements. The surveys are integral to appraisal preparation and is the first step in monetary negotiations with the property owners, primarily the Bronson family, with two of the phase one production wells to be located on the Whaley property. The project will be completed in two phases with capacity added as demand increases in the WCCF and RCID service areas; the first phase is anticipated to produce approximately 15 MGD of potable water for distribution to the Water Cooperative members and RCID with build out at approximately 30 MGD.

Toho Water Authority representatives, including Tetrattech, the consultant selected to provide design services, and TWA's land acquisition attorney at Gray Robinson, have been working with the Bronson family, the land owner at the north end of the proposed well field, to identify the property and easements required to construct the facilities and infrastructure necessary for the first phase of the project.

Funding for the surveying support services was included in the 3<sup>rd</sup> Amendment to the ILA, approved by the WCCF Board on January 4, 2017 and subsequently approved by the individual WCCF members and Reedy Creek Improvements District (RCID). The 3<sup>rd</sup> Amendment established a budget of \$600,000 for Land Acquisition Services including Appraisals, Special Purpose Surveys with Sketch and Descriptions, Legal Services for Purchase and Easement Agreements, Acquisition Purchase Options, and other miscellaneous work associated with property acquisition. After receipt of appraisals, an amendment to the ILA will be required to establish funding for the actual property acquisitions.

As the project administrator for the Cypress Lake Project, Toho Water Authority (TWA) is responsible for contracting with and issuing purchase orders to the various consultants

necessary to complete work associated with the project. Pursuant to the Cypress Lake Interlocal Agreement (ILA), approved in June, 2011, TWA will be reimbursed by each participating utility after payment of each Consultant invoice. The reimbursement amount is defined by each utility's proportional share of the Cypress Lake water as allocated in the Cypress Lake Water Use Permit (WUP), issued on October 3, 2011. The WUP authorizes the withdrawal of 37.5 MGD of brackish water from the Lower Floridan Aquifer. The distribution of water, and therefore the funding responsibility for the surveying services is: TWA – 40% (\$31,488), Orange County – 30% (\$23,616), City of St. Cloud – 16.7% (\$13,120), Polk County – 10% (\$7,872), and Reedy Creek Improvements District – 3.3% (\$2,624).

The scope of services proposal for the surveying services has been reviewed and approved by participating WCCF and RCID project management staff.

**Costs:** \$78,720 to be proportionally funded by each participating utility

**Recommendation:** TWA, as the project administrator, recommends the WCCF Board approve the Johnston's Surveying Proposal for preparation of the Special Purpose Surveys for the Cypress Lake AWS Project.

**Initials:** dab

**JOHNSTON'S**  
**SURVEYING INC.**  
900 Shady Lane • Kissimmee, FL 34744  
Phone: (407) 847-2179  
Fax: (407) 847-6140

March 19, 2019

Ms. Deborah Beatty, P.E.  
Tohopekaliga Water Authority  
951 Martin Luther King Blvd.  
Kissimmee, FL 34741

**RE: PROPOSAL FOR SURVEYING SERVICES**  
**Survey support services for Sketch & Legal Descriptions for the**  
**Cypress Lake WTP & Wellfield Phase 1**

Dear Deb:

Pursuant to your request and discussions with Mr. Kent Hipp for surveying services for the above referenced project, the following is an outline of the scope of services.

**TASK I:** Perform sufficient boundary survey ties within land sections lying within Township 27S, Range 30 E and Township 28 South Range 30 E and Township 28 South, Range 31 E for use in preparing surveys and legal descriptions for the land acquisition for this project. Prepare a base map for use in preparing Specific Purpose Survey for each parcel as outlined on the attached TWA supplied Table 1 (Green). Coordinate with TWA and design team for location of WTP, well locations and routes for connecting raw water mains. Prepare Specific Purpose Surveys (approx. 20) will be on letter size maps with legal descriptions. Prepare sketch and legal descriptions of Access Easements, based on the centerline field survey of the existing ranch roads and Temporary Construction Easements based on dimensions shown on attached Table 1 (Orange). Horizontal datum will be State Plane Coordinates Florida East Zone in harmony with prior SFWMD project datum.

Final deliverable will be 4 signed/sealed Specific Purpose Surveys and Easement sketch of descriptions prepared on 8 ½" x 11" paper and prepared in AutoCAD.

**TASK II:** Perform cross section of Canal C-35 (Southport Canal) at proposed pipeline crossing location. Provide survey showing detail thereof.

We propose a not to exceed fee based on the attached Job Cost Breakdown for Tasks I and II of: \$78,720.00

Tohopekaliga Water Authority  
March 19, 2019  
Page 2

**RE: PROPOSAL FOR SURVEYING SERVICES  
Survey support services for Sketch & Legal Descriptions for the  
Cypress Lake WTP & Wellfield Phase 1**

All work will be completed under the direct supervision of a professional surveyor and mapper licensed to practice in the State of Florida and work will be in accordance with the Standards of Practice set forth by the Florida Administrative Code 5J-17.051 for Surveyors & Mappers, pursuant to Section 472.027 Florida Statutes.

We appreciate the opportunity to present this proposal and look forward to working with you on this project. If you have any questions, please let me know.

Respectfully,



W. Turner Wallis IV  
President

CYPRESS LAKE WTP & WELLFIELD  
PHASE I  
BRONSON PROPERTIES OF INTEREST  
REV 3\_March 1, 2019

LOCATION	TYPE	PARCEL SIZE	ACREAGE	PARCEL ID
Cypress Lake WTP	WTP Property	1,200' x 907.5'	25.0	01-28-30-0000-0010-0000 02-28-30-0000-0010-0000
CL - 1	Supply Well	350' x 250'	2.00	35-27-30-0000-0010-0000
CL - 2	Supply Well	200' x 200'	0.92	02-28-30-0000-0010-0000
CL - 3	Supply Well	200' x 200'	0.92	01-28-30-0000-0010-0000
CL - 4	Supply Well	200' x 200'	0.92	06-28-31-0000-0020-0000
IW - 1	Deep Injection Well / Dual Zone Monitoring Well (Proposed WTP Parcel)	NA	0	01-28-30-0000-0010-0000
IW - 2	Deep Injection Well / Dual Zone Monitoring Well	150' x 130'	0.45	02-28-30-0000-0010-0000
IW - 3	Deep Injection Well / Dual Zone Monitoring Well	150' x 130'	0.45	35-27-30-0000-0010-0000
LOCATION	TYPE	EASEMENT SIZE	ACREAGE	PARCEL ID
CL-1	Temporary Construction Easement	500' x 500'	5.74 <sup>1</sup>	35-27-30-0000-0010-0000
CL-2	Temporary Construction Easement	500' x 500'	5.74 <sup>1</sup>	02-28-30-0000-0010-0000
CL-3	Temporary Construction Easement	500' x 500'	5.74 <sup>1</sup>	01-28-30-0000-0010-0000
CL-4	Temporary Construction Easement	500' x 500'	5.74 <sup>1</sup>	06-28-31-0000-0020-0000
IW - 1	Injection Well Easement	500' Radius	18 <sup>3</sup>	01-28-30-0000-0010-0000
IW - 2	Injection Well Easement	500' Radius	18 <sup>3</sup>	02-28-30-0000-0010-0000
	Temporary Construction Easement	500' x 600'	6.89 <sup>2</sup>	35-27-30-0000-0010-0000
IW - 3	Injection Well Easement	500' Radius	18 <sup>3</sup>	35-27-30-0000-0010-0000
	Temporary Construction Easement	500' x 600'	7.12 <sup>2</sup>	
Existing LFMW-2	Monitor Well Easement	50' x 50'	0.06	34-27-30-0000-0010-0000
Existing LFMW-3	Monitor Well Easement	50' x 50'	0.06	34-27-30-0000-0010-0000
CL-1 to Cypress Lake Rd	Utility Easement <sup>4</sup>	3,500' (50' Width)	4.27	35-27-30-0000-0010-0000
	Access Easement	3,500' (50' Width)	4.05	
Cypress Lake Rd	Utility Easement <sup>4</sup>	8,150' (50' Width)	9.34	02-28-30-0000-0010-0000 01-28-30-0000-0010-0000 06-28-31-0000-0020-0000
Canoe Creek Rd	Utility Easement <sup>4</sup>	2,000' (50' Width)	2.93	06-28-31-0000-0020-0000
CL-1 to Southport Rd	Utility Easement <sup>4</sup>	32,000' (100' Width)	73.5	18-27-30-0000-0010-0000 19-27-30-0000-0010-0000 20-27-30-0000-0010-0000 21-27-30-0000-0010-0000 22-27-30-0000-0010-0000 27-27-30-0000-0010-0000 34-27-30-0000-0010-0000
Southport Rd Connection (East)	Utility Easement <sup>5</sup>	300' x 600'	4.19	18-27-30-0000-0010-0000
Cypress Lake WTP to Canoe Creek	Drainage Easement <sup>6</sup>	1,700' (20' Width)	1.91	01-28-30-0000-0010-0000
SFWMD Wetlands Monitoring Wells (CUP)	Access Easement	For Discussion	-	01-28-30-0000-0010-0000 11-28-30-0000-0010-0000 12-28-30-0000-0010-0000 14-28-30-0000-0010-0000 26-28-30-0000-0010-0000 27-28-30-0000-0010-0000 28-28-30-0000-0010-0000 33-28-30-0000-0010-0000 34-28-30-0000-0010-0000 35-28-30-0000-0010-0000

1 - Total acreage required for temporary construction easement. Area is worst case considering the proposed easement area will overlap the production well site.

2 - Total acreage required for temporary construction easement. Area is worst case considering the proposed easement area will overlap the deep injection well site and/or the WTP site.

3 - Total acreage required for the 500 ft radius setback. This area is worst case considering the proposed setback radius will overlap the deep injection well site and/or the WTP site.

4 - Utility easement may include production water mains, finished water mains, concentrate water main, future sanitary sewer force main, and buried electrical/fiber optic conduit depending on easement location.

5 - Further discussion required regarding acquisition of permanent or temporary easement. Easement area to be confirmed.

6 - Drainage easement described above intersects with Bronson Land and Agriculture LTD (02-28-30-3227-0001-00A0). Further discussion may be required to relocate proposed drainage easement.

CYPRESS LAKE WTP & WELLFIELD  
 PHASE I  
 ADDITIONAL PROPERTIES OF INTEREST  
 REV 3\_March 1, 2019

LOCATION	TYPE	PARCEL SIZE	ACREAGE	PARCEL ID
CL-5	Supply Well	200' x 200'	0.92	06-28-31-0000-0010-0000
CL-6	Supply Well	200' x 200'	0.92	07-28-31-0000-0025-0000
LOCATION	TYPE	LENGTH	ACREAGE	PARCEL ID
CL-5	Temporary Construction Easement	500' x 500'	5.74 <sup>1</sup>	06-28-31-0000-0010-0000
CL-6	Temporary Construction Easement	500' x 500'	5.74 <sup>1</sup>	07-28-31-0000-0025-0000
SFWMD Southport Canal Crossing	Utility Easement	300' (50' Width)	0.35	18-27-30-0000-0040-0000
Southport Road Connection (West)	Utility Easement <sup>2</sup>	300' x 600'	4.08	18-27-30-0000-0025-0000
Canoe Creek Rd	Utility Easement <sup>3</sup>	6,300' (50 ft Width)	7.23	06-28-31-0000-0030-0000 06-28-31-0000-0040-0000 07-28-31-0000-0010-0000
SFWMD Wetlands Monitoring Wells (CUP)	Access Easement	For Discussion	-	14-28-30-0000-0020-0000 23-28-30-0000-0010-0000 22-28-30-0000-0010-0000 27-28-30-0000-0020-0000 28-28-30-0000-0020-0000

1 - Total acreage required for temporary construction easement. Area is worst case considering the proposed easement area will overlap the production well site.

2 - Further discussion required regarding acquisition of permanent or temporary easement. Easement area to be confirmed.

3 - Utility easement includes production water mains and buried electrical/fiber optic conduits.

COLOR LEGEND:

SPECIAL PURPOSE SURVEY
SKETCH & LEGAL DESCRIPTION



# JOHNSTON'S SURVEYING - JOB COST BREAKDOWN

TWA CYPRESS LAKE WTP WELL SITE SURVEYS

3/12/19

2017 rates

Task No.	Surveying	Hours			Total Hours
		Field	PSM	CADD	
					0
					0
					0
	<b>TASK I</b>				0
					0
	SECTION SURVEY	40	20	40	13600
	WTP	12	2	16	4000
	CL-1 thru CL-4	22	6	22	6780
	CL-5 & CL-6	16	2	8	3640
	RANCH ROAD EASEMENT(5000LF)	4	2	5	1480
	LAKE CYPRESS ROAD EASEMENT	8	2	12	2920
	IW-1	4	2	5	1480
	IW-2	4	2	5	1480
	IW-3	4	2	5	1480
	CANOE CREEK ROAD EASE (3 )	24	12	24	8160
	OUTFALL DITCH EASEMENT		4	8	1520
	ACCESS TO MONITORING WELLS	40	12	40	12480
	SOUTHPORT PIPE ROUTE EASE 32kLF	20	6	20	6240
	North Easement to Southport	20	8	20	6520
	C-35 crossing	9	3	6	2490
					0
	EAST & WEST CANAL CROSS EASE	15	2	16	4450
					0
					0
	Total	242	87	252	
	Rate	\$ 150.00	\$ 140.00	\$ 120.00	
	<b>JSI Surveying Fee</b>	<b>\$36,300</b>	<b>\$12,180</b>	<b>\$30,240</b>	<b>\$ 78,720</b>

**TOTAL**

**\$ 78,720**



# WATER CO-OPERATIVE OF CENTRAL FLORIDA

Meeting Date: APRIL 12, 2019

Agenda Item No. **5**

Attachments: none

**Title: APPROVAL OF THE COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2018**

**Explanation:**

Mike Carter from CliftonLarsonAllen LLP will present the Comprehensive Annual Financial Report (CAFR) for the year ended September 30, 2018. Copies of the CAFR will be available at the meeting.

The year-end audit resulted in an unqualified opinion for the Cooperative; this means the financial statements conform to generally accepted accounting principles and present fairly, in all material respects, the financial position of the Cooperative and the results of its operations.

The report covers the full fiscal year from October 1, 2017 to September 30, 2018. During this fiscal year, the Cooperative had contributions of \$108k; net position increased by 135.2% or approximately \$108k.

The Comprehensive Annual Financial Report contains four (4) required audit documents: in the Financial Section, the Independent Auditor's Report; in the Compliance Section, three (3) required letters – the Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards; the Independent Auditor's Management Letter and the Independent Accountant's Report. These documents contain required information about the audit engagement and provide important information about the Auditor's current year findings and recommendations.

Mr. Carter and staff will be available to address Board questions concerning the audit.

Costs: N/A

**Recommendation: Staff recommends approval of the Comprehensive Annual Financial Report for the Cooperative for the fiscal year ended September 30, 2018.**

Initials: asg

**WATER CO-OPERATIVE OF CENTRAL FLORIDA**

**Meeting Date: April 12, 2019**

**Agenda Item No. 6**

**Attachments: None**

**Title: Selection of Proposed Meeting Dates for Board of Supervisors Meetings for the Remainder of 2019**

**Explanation:**

Statutory Requirement:

The governing body of each special district shall file quarterly, semiannually, or annually a schedule of its regular meetings with the local governing authority or authorities. The schedule shall include the date, time, and location of each scheduled meeting. The schedule shall be published quarterly, semiannually, or annually in a newspaper of general paid circulation in the manner required in this subsection.

The governing body of an independent special district shall advertise the day, time, place, and purpose of any meeting other than a regular meeting or any recessed and reconvened meeting of the governing body, at least 7 days before such meeting, in a newspaper of general paid circulation in the county or counties in which the special district is located, unless a bona fide emergency situation exists, in which case a meeting to deal with the emergency may be held as necessary, with reasonable notice, so long as it is subsequently ratified by the governing body. No approval of the annual budget shall be granted at an emergency meeting.

Past Practice:

The Cooperative has in the past established and published an annual schedule of quarterly meetings, typically occurring on the first Wednesday of the quarter barring holiday conflicts. The schedule can be adjusted if needed with republication of an amended schedule. See Section 2.02 (E) of the Charter. Based upon this practice and the practice of scheduling at least one of the quarterly meetings in October to kick off the year, elect officers and adopt a budget, the following dates, with key meeting elements noted, are recommended for consideration:

June 5, 2019 – adopt 2019 budget and tentative 2020 budget

August 7, 2019 – agenda items as scheduled

October 2, 2019 – adopt final 2020 budget and set meeting dates for 2020

**Costs: None**

**Recommendation: Approve meeting dates for the remainder of 2019**

**Initials: sma**