

September 9, 2019

Kenneth Blocker
Assistant District Manager
North Sumter County Utility Dependent District
3231 Wedgewood Lane
The Villages, FL 32162

RE: North Sumter County Utility Dependent District
Central Sumter Utility Company (CSU) Water and Wastewater Systems
Jones Edmunds Project No.: 95887-344-19

Dear Mr. Blocker:

Jones Edmunds is pleased to present this proposal to provide professional services to the North Sumter County Utility Dependent District (NSCUDD) to perform a condition assessment for the Central Sumter Utility Company (CSU) Water and Wastewater Utility Systems. It is our understanding that NSCUDD is looking to acquire CSU and seeks an independent review of the existing facilities' condition.

PROJECT BACKGROUND

CSU consists of water and wastewater utility systems within a service area in Sumter County as approved by the Florida Public Service Commission. CSU is responsible for providing potable water supply, treatment, and distribution as well as wastewater collection, treatment, and disposal for a portion of The Villages within the CSU area. The CSU Water Utility System consists of one 0.50-million-gallon (MG) elevated potable water storage tank, two potable water supply wells, one Water Treatment Facility (WTF), and miles of water distribution mains. The CSU wastewater collection system is served by approximately 30 lift stations interconnected with force mains and miles of gravity sewer mains upon build-out of the service area. The CSU Wastewater Treatment Facility (WWTF) disposes of effluent via golf course irrigation. When effluent does not meet the criteria for public access reuse, it is disposed of in nearby rapid infiltration basins (RIBS).

SCOPE OF WORK

The NSCUDD seeks an independent review of the existing CSU Water and Wastewater Utility System facilities. The following scope has been developed to provide this information.

Jones Edmunds will visit and assess field conditions of the existing CSU components listed below. A list of major components associated with each utility system will be developed. The following information will be provided for each:

- Field condition assessment by Jones Edmunds and the operator.
- General visible condition (including rust, degree of corrosion, wear, etc.).
- Whether physical signs are observed that the component and associated equipment are operating properly and are expected to continue to operate properly.
- Field condition assessments do not include equipment performance tests, verification of controls functionality or set-points, alarm conditions, safety, building, and electrical codes compliance, or compliance with regulatory permits or agencies.

TASK 1 – KICK-OFF MEETING

Jones Edmunds will conduct a kick-off meeting via teleconference with NSCUDD to review and discuss the available project background information, project goals, assessment criteria, project schedule, and lines of communication for the project. After this meeting, Jones Edmunds will prepare a project information request to obtain additional information to assess the field condition of major components.

Deliverables: Jones Edmunds will prepare and distribute an agenda. Jones Edmunds will prepare and electronically distribute meeting minutes and an information request by e-mail in portable document format (*.pdf).

TASK 2 – CSU CONDITION ASSESSMENT

Jones Edmunds will visit and assess the existing field conditions of the following major components of the CSU Water and Wastewater Utility Systems as part of this Scope of Work.

Field condition assessments and observations will include but not be limited to the following:

- Site, structure, and equipment accessibility.
- Site security.
- Ease of maintenance and maintainability.
- General structural condition.
- General mechanical condition.
- General electrical and instrumentation and control (I&C) conditions.
- Visible water leaks.
- Visible signs of corrosion.
- Broken or damage to components.
- Observed odors.

TASK 2.1 – CSU WTF No. 1 FIELD VISIT AND CONDITION ASSESSMENT

WTF No. 1 has a permitted capacity of 4.32-million-gallons-per-day (MGD) maximum daily demand (MDD) and was placed into service in February 2012. Two potable water well are located at the WTF site. Jones Edmunds will visit and assess field conditions of the two potable water wells and the WTF No. 1 consisting of:

- Well No. 1 and Well No. 2. Each well consists of a 16-inch-diameter well and a 1,500-gallons-per-minute (gpm) vertical turbine pump.
- Greensand iron-reducing horizontal pressure filters.
- Backwash tank and pumps.
- A forced draft aeration and pH adjustment system for sulfide removal.
- A biofilter system.
- Two 2,200-gpm transfer pumps equipped with variable frequency drives (VFDs) to transfer aerated water from the clear well to the ground storage tank.
- A 0.5-MG ground storage tank.
- Three 2,500-gpm high-service pumps equipped with VFDs.
- I&C system for the potable water wells and treatment facility site.
- A diesel-powered generator at the WTF site.
- A 0.5-MG elevated water storage tank (ground level, nonstructural assessment only).

TASK 2.2 – CSU WASTEWATER UTILITY SYSTEM FIELD VISIT AND CONDITION ASSESSMENT

The CSU WWTF has a permitted capacity of 1.60-MGD annual average daily flow (AADF). The CSU WWTF is adjacent to the former North Sumter Utility (NSU) WWTF. CSU effluent is sent to the NSU lined storage ponds and then pumped to the golf courses. As part of this Scope of Work, Jones Edmunds will visit and assess field conditions of the 30 lift station and the WWTF consisting of the following:

- 30 lift stations.
- A concrete headworks structure equipped with an automatic spiral screen and manually cleaned bar screen.
- Odor control system.
- Two EIMCO Carrousel DNitIR oxidation ditches. Each ditch is equipped with two mechanical surface mixers and three 75-horse-power (Hp) surface aerators.
- Two 60-foot-diameter secondary clarifiers.
- Four return activated sludge (RAS) pumps equipped with VFDs and magnetic flow meters.
- Two traveling bridge filters.
- Sodium hypochlorite (NaOCl) storage tanks and metering pumps.
- Diesel-powered auxiliary generator with automatic transfer switch.
- For sludge-holding tanks.
- One belt filter press.
- I&C system for the WWTF.

TASK 2.3 – CONDITION ASSESSMENT TECHNICAL MEMORANDUM

Jones Edmunds will prepare a Technical Memorandum (TM) that summarizes the field condition assessments of the major components described herein. This will include:

- System descriptions.
- Summary of observations.
- Lists of major components and their condition including deficiencies and recommendations.
- Selected field photographs with descriptions.
- Estimated design life expectancies of water and wastewater infrastructures.

Deliverables: Three hard copies and an electronic copy in *.pdf format of this TM will be submitted to the NSCUDD 30 days after all field condition assessments are completed.

SCHEDULE

Table 1 summarizes the deliverables/deadlines to be completed as part of this project. The proposed project schedule assumes receiving a notice to proceed (NTP) in September 2019 and completing the project in December 2019.

Table 1 **Project Schedule**

Task	Duration	Estimated Completion from NTP
Notice to Proceed (Assumed)	0 day	
Task 1 – Kick-off Meeting	1 day	14 days
Task 2 – CSU Condition Assessment		
▪ 2.1 – CSU WTF No. 1 Field Visit and Condition Assessment	1 day	30 days
▪ 2.2 – CSU Wastewater Utility System Field Visit and Condition Assessment	3 days	30 days
▪ 2.3 – Condition Assessment Technical Memorandum	30 days	60 days

COMPENSATION

Jones Edmunds will perform this Scope of Work on a lump-sum fee, percent-complete-by-task basis. Table 2 shows the fees for each task.

Table 2 **Compensation**

Tasks	Total Cost
Task 1 – Kick-off Meeting	\$1,300
Task 2 – CSU Condition Assessment	\$26,100
Total	\$27,400

EXCLUSIONS, CONDITIONS, AND ASSUMPTIONS

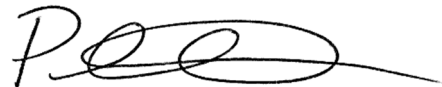
All items included in this Work Order are specifically listed in this document. The following are specific exclusions to and conditions of this Work Order:

- CSU or NSCUDD will provide or coordinate access for Jones Edmunds staff to assess the CSU facilities.
- Condition assessment of linear assets, such as piping, manholes and valves, and other appurtenances for the water distribution and wastewater collection system, are excluded from this Scope of Work.
- Surveying services are excluded.
- Our Scope assumes the on-site assessments will require 1 day for the WTF visit, 2 days for the lift station visits, and 1 day for the WWTF visit. If more days are necessary, Jones Edmunds will discuss an amendment to this Scope and Compensation.
- This proposal excludes any forensic structural integrity assessment or detailed corrosion analysis on existing structures. If Jones Edmunds observes issues at the facilities that would require these specialized assessments, we will discuss the addition of these services to the Scope with NSCUDD.
- This condition assessment is for above-ground and below-ground features that can be observed without confined space entry or excavations and excludes buried piping, valves, manholes, conduits, accessories, and inaccessible buried structures.
- This proposal excludes design costs to modify, rehabilitate or replace existing facilities.


Please sign and return copies of the attached Short Form Contract. We will return the fully executed Short Form Contract to NSCUDD.

We appreciate this opportunity.

Sincerely,



Peter Simms, PE
Department Manager
730 NE Waldo Road
Gainesville, FL 32641



Anthony Holmes, PE
Project Engineer
141 5th Street NW, Suite 200
Winter Haven, FL 33881

Document1

Enclosures/Attachments

XC: Terri Lowery, Jones Edmunds
Mike Clark, PE, Jones Edmunds