



City of Deltona

**REGULAR CITY COMMISSION MEETING
MONDAY, SEPTEMBER 16, 2013
6:30 P.M.**

Mayor
John Masiarczyk

Vice Mayor
Zenaida Denizac
District 1

Commissioners:

Webster Barnaby
District 2

Heidi Herzberg
District 3

Nancy Schleicher
District 4

Fred Lowry
District 5

Chris Nabicht
District 6

Acting City Manager
Dave Denny

**DELTONA COMMISSION CHAMBERS
2345 PROVIDENCE BLVD.
DELTONA, FLORIDA**



AGENDA

1. **CALL TO ORDER:**
2. **ROLL CALL – CITY CLERK:**
3. **INVOCATION AND PLEDGE TO THE FLAG:**
 - A. **Invocation Presented by Commissioner Nabicht - Father Frank Cerio, Our Lady of Lakes Catholic Church in Deltona.**
4. **APPROVAL OF MINUTES & AGENDA:**
 - A. **Approval of Minutes - Regular City Commission Meeting of September 03, 2013.**
 - B. **Additions or Deletions to Agenda.**
5. **PRESENTATIONS/AWARDS/REPORT:**
 - A. **Proclamation - Florida Local Government Coalition - Local Works Day.**
6. **PUBLIC FORUM - Citizen comments for any items.**

(4 minute maximum length)

CONSENT AGENDA: All items marked with an * will be considered by one motion unless removed from the Consent Agenda by a member of the City Commission.

7. CONSENT AGENDA:

- *A. Request for selection of Code Enforcement Special Magistrate.**
- *B. Request for ratification of purchase of Business Tax Module from Tyler Technologies.**

8. ORDINANCES AND PUBLIC HEARINGS:

- A. Public Hearing - Resolution No. 2013-30, Adopting the Final Millage Rate for FY 2013/2014.**
- B. Public Hearing - Resolution No. 2013-31, Adopting the Final Annual Budget for FY 2013/2014.**
- C. Public Hearing - Ordinance No. 12-2013, Amending Subpart A, Chapter 38, "Environment", by adding new Article VII "Stormwater Discharge Pollutant Control" and new Article VIII "Florida-Friendly Fertilizer use on Urban Landscapes", at first reading and to schedule second and final reading.**
- D. Public Hearing - Ordinance No. 13-2013, Amendment to the Bella Vista Business Planned Unit Development (BPUD) Master Development Plan (MDP), at second and final reading (Project No. RZ 13-005).**

9. OLD BUSINESS:

10. NEW BUSINESS:

- A. Request for Approval of Award of RFQ # PW 13-14. for Construction Engineering and Inspection (CEI) Services for the construction of the Eastern Water Reclamation Facility.**

11. CITY COMMISSION COMMENTS:

12. CITY ATTORNEY COMMENTS:

13. CITY MANAGER COMMENTS:

14. ADJOURNMENT:

NOTE: If any person decides to appeal any decision made by the City Commission with respect to any matter considered at this meeting or hearing, he/she will need a record of the proceedings, and for such purpose he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based (F.S. 286.0105).

Individuals with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk, Joyce Raftery 48 hours in advance of the meeting date and time at (386) 878-8500.



AGENDA MEMO

TO: Mayor & City Commission **AGENDA DATE:** 9/16/2013

FROM: William "Dave" Denny, Acting City Manager **AGENDA ITEM:** 3 - A

SUBJECT: Invocation Presented by Commissioner Nabicht - Father Frank Cerio, Our Lady of Lakes Catholic Church in Deltona.

LOCATION:

N/A

BACKGROUND:

At the Regular City Commission Meeting on Monday, October 17, 2011, the City Commission approved to have each Commissioner by District schedule someone to present the invocation at each Regular City Commission meeting rotating each Commissioner by District starting with District #1, #2, #3, #4, #5, #6 and the Mayor.

ORIGINATING DEPARTMENT:

City Clerk's Office

SOURCE OF FUNDS:

N/A

COST:

N/A

REVIEWED BY:

City Clerk

STAFF RECOMMENDATION PRESENTED BY:

N/A - Invocation Only.

POTENTIAL MOTION:

N/A - Invocation Only.

AGENDA ITEM APPROVED BY:

William "Dave" Denny, Acting City Manager



AGENDA MEMO

TO: Mayor & City Commission **AGENDA DATE:** 9/16/2013
FROM: William D. Denny, Acting City Manager **AGENDA ITEM:** 4 - A
SUBJECT: Approval of Minutes - Regular City Commission Meeting of September 03, 2013.

LOCATION:	N/A
BACKGROUND:	N/A
ORIGINATING DEPARTMENT:	City Clerk's Office
SOURCE OF FUNDS:	N/A
COST:	N/A
REVIEWED BY:	City Clerk's Office
STAFF RECOMMENDATION PRESENTED BY:	City Clerk Joyce Raftery - To approve the minutes of the Regular City Commission Meeting of September 03, 2013.
POTENTIAL MOTION:	"To approve the minutes of the Regular City Commission Meeting of September 03, 2013."
AGENDA ITEM APPROVED BY:	<hr/> William D. Denny, Acting City Manager
ATTACHMENTS:	<ul style="list-style-type: none">• Minutes - September 3, 2013

**CITY OF DELTONA, FLORIDA
REGULAR CITY COMMISSION MEETING
TUESDAY, SEPTEMBER 3, 2013**

1 A Regular Meeting of the Deltona City Commission was held on Tuesday, September 3, 2013 at the
2 City Hall Commission Chambers, 2345 Providence Boulevard, Deltona, Florida.

3
4 **1. CALL TO ORDER:**

5
6 The meeting was called to order at 6:30 p.m. by Mayor Masiarczyk.

7
8 **2. ROLL CALL:**

9			
10	Mayor	John Masiarczyk	Present
11	Vice Mayor	Zenaida Denizac	Absent (Excused)
12	Commissioner	Webster Barnaby	Absent (Excused)
13	Commissioner	Heidi Herzberg	Present
14	Commissioner	Fred Lowry	Present
15	Commissioner	Chris Nabicht	Present
16	Commissioner	Nancy Schleicher	Present
17	Acting City Manager	Dave Denny	Present
18	City Attorney	Becky Vose	Present
19	City Clerk	Joyce Raftery	Present
20			

21 Also present: Finance Director Robert Clinger; Parks and Recreation Director Steve Moore; Public
22 Works/Deltona Water Director Gerald Chancellor; Planning and Development Services Director
23 Chris Bowley; Economic Development Manager Jerry Mayes; Fire Chief Robert Staples; Building
24 and Enforcement Services Director/Acting Deputy City Manager Dale Baker; and VCSO Captain
25 Dave Brannon.

26
27 **3. INVOCATION AND PLEDGE TO THE FLAG:**

28
29 Invocation Presented by Commissioner Lowry – Pastor John McLaurin of Deltona Presbyterian
30 Church.

31
32 The National Anthem was sung by Gloria Carabella from Deltona.

33
34 **4. APPROVAL OF MINUTES & AGENDA:**

35
36 **A. Minutes:**

37
38 **1. Approval of Minutes – Regular City Commission Meeting of August 19, 2013.**

39
40 **Motion by Commissioner Nabicht, seconded by Commissioner Herzberg to approve the minutes**
41 **of the Regular City Commission Meeting of August 19, 2013.**

42
43 **Motion carried unanimously with members voting as follows: Commissioner Herzberg, For;**
44 **Commissioner Nabicht, For; Commissioner Schleicher, For; Commissioner Lowry, For; and**
45 **Mayor Masiarczyk, For.**

46
47 **B. Additions or Deletions to Agenda:**

1 Acting City Manager Dave Denny requested to Add-on Agenda Item: Request for approval of the
2 Contract between the City of Deltona and I.A.F.F. Local 2913.

3
4 **After discussion, the Commission concurred to add the request for approval of the Contract**
5 **between the City of Deltona and I.A.F.F. Local 2913 as Agenda Item 8-AA.**

6
7 **5. PRESENTATIONS/AWARDS/REPORTS:**

8
9 **A. Proclamation – Professional Firefighter’s Appreciation Month – September, 2013.**

10 Mayor Masiarczyk and the Commission presented the proclamation to Fire Chief Staples.

11
12
13 President John Viccaro, International Association of Firefighters Local 2913 stated that the members of
14 Local 2913 are extremely proud of the residents of Deltona who helped raise \$14,566 dollars to support
15 the Muscular Dystrophy Association (MDA).

16
17 **6. PUBLIC FORUM – Citizen comments for items not on the agenda.**

18
19 a) Brunilda Milan, 1809 Van Allen Circle, stated that she is a representative from the non-profit
20 organization of Central Florida Sports Hall of Fame (CFSHF) which is established in Deltona. She
21 introduced the CFSHF president, vice president, sergeant at arms, and other CFSHF board members.
22 She stated the CFSHF’s purpose and mission, she discussed the CFSHF vision to establish a sports
23 museum in Deltona, and she invited anyone who wished to attend their monthly meetings which are
24 held on the 3rd Saturday of every month at 10:00 a.m. in the Deltona Library.

25
26 **7. CONSENT AGENDA:**

27 Mayor Masiarczyk read the title of each item on the Consent Agenda.

28
29
30 Commissioner Lowry requested to pull Consent Agenda Items 7-A and 7-B.

31
32 **Motion by Commissioner Schleicher, seconded by Commissioner Herzberg to approve Consent**
33 **Agenda Item 7-C.**

34
35 **Motion carried unanimously with members voting as follows: Commissioner Herzberg, For;**
36 **Commissioner Nabicht, For; Commissioner Schleicher, For; Commissioner Lowry, For; and**
37 **Mayor Masiarczyk, For.**

38
39 **A. Request for approval of Bid #13014 Broadcast Room Playback System.**

40
41 Commissioner Lowry asked why the request was over the allotted budget amount. Mr. Denny
42 replied that when the original request was submitted the intent was to try replacing a lot of the old
43 analog equipment but by the time the project started staff found it difficult to obtain analog parts for
44 the old system and had to go with a digital system at an increase cost. Mayor Masiarczyk stated that
45 the City was also going to save the old analog system as a back-up system.

1 **Motion by Commissioner Lowry, seconded by Commissioner Schleicher to approve award of Bid**
 2 **#13014 for Broadcast Room Playback Equipment to Encore Broadcast Solutions at a total cost**
 3 **of \$37,127.80**

4
 5 **Motion carried unanimously with members voting as follows: Commissioner Herzberg, For;**
 6 **Commissioner Nabicht, For; Commissioner Schleicher, For; Commissioner Lowry, For; and**
 7 **Mayor Masiarczyk, For.**

8
 9 **B. Request for approval of Resolution No. 2013-32 declaring certain property of the City**
 10 **as surplus and authorizing the sale or disposal of such property.**

11
 12 Commissioner Lowry thanked staff for maintaining and using City property as long as possible and
 13 assisting in keeping budget replacement costs to a minimum.

14
 15 **Motion by Commissioner Lowry, seconded by Commissioner Schleicher to approve Resolution**
 16 **No. 2013-32 declaring certain property of the City as surplus and authorizing the sale or**
 17 **disposal of such property.**

18
 19 **Motion carried unanimously with members voting as follows: Commissioner Herzberg, For;**
 20 **Commissioner Nabicht, For; Commissioner Schleicher, For; Commissioner Lowry, For; and**
 21 **Mayor Masiarczyk, For.**

22
 23 ***C. Request for approval to Allow the Early Learning Coalition of Flagler & Volusia**
 24 **County and the Deltona-Southwest Volusia Kiwanis Club to Construct/Install and Maintain**
 25 **the Born Learning Trail at Harris M. Saxon Community Park.**

26
 27 **Approved by Consent Agenda – to approve the construction/installation and maintenance of**
 28 **the Born Learning Trail at Harris M. Saxon Community Park.**

29
 30 **8. ORDINANCES AND PUBLIC HEARINGS:**

31
 32 **AA. Add-on Agenda Item - Request for approval of the Contract between the City of**
 33 **Deltona and I.A.F.F. Local 2913.**

34
 35 Acting City Manager Dave Denny stated that the submitted contract between I.A.F.F. Local 2913
 36 and the City of Deltona was the results of a lot of hard work by a lot of people that transpired over a
 37 four (4) year period and that he believes that the contract is something that everyone can approve
 38 and move forward with.

39
 40 Commissioner Nabicht asked if the contract would be dated September 3, 2013 and Mr. Denny
 41 replied “yes”.

42
 43 Commissioner Herzberg commended Mr. Denny, Mrs. Vose, Deltona Firefighters, and everyone in
 44 the City for their diligence and patience, and for working so hard to get the contract done.

45
 46 **Motion by Commissioner Nabicht, seconded by Commissioner Lowry to approve the Contract**
 47 **dated September 3, 2013 between the City of Deltona and I.A.F.F. Local 2913.**
 48

1 Mayor Masiarczyk opened and closed the public hearing as there were no public comments.

2
3 **Motion carried unanimously with members voting as follows: Commissioner Herzberg, For;**
4 **Commissioner Nabicht, For; Commissioner Schleicher, For; Commissioner Lowry, For; and**
5 **Mayor Masiarczyk, For.**

6
7 Mayor Masiarczyk thanked I.A.F.F. Local 2913 President John Viccaro and all firefighters for their
8 efforts over the last four (4) years to get the contract completed and he wished them luck with the
9 ratification process.

10
11 **A. Public Hearing - Resolution No. 2013-28, Adopting the Tentative Millage Rate for FY**
12 **2013/2014.**

13
14 Mayor Masiarczyk opened the public hearing to hear and consider comments and questions regarding
15 the City's tentative millage rate and proposed annual budget for the coming fiscal year 2013/2014. The
16 City hereby proposes a tentative millage rate of 7.99. The tentative millage rate reflects a 4.8% increase
17 from the rolled-back rate of 7.6243 mills. The floor is now open to hear public comments and to take
18 any questions from the public.

19
20 Mayor Masiarczyk closed the public hearing as there were no public comments.

21
22 **Motion by Commissioner Nabicht, seconded by Commissioner Schleicher to approve**
23 **Resolution No. 2013-28, adopting the tentative millage rate of 7.9900 mills for the levy of ad**
24 **valorem taxes for fiscal year 2013/2014.**

25
26 Mayor Masiarczyk read the title of Resolution No. 2013-28.

27
28 **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF DELTONA, FLORIDA;**
29 **ADOPTING A TENTATIVE MILLAGE RATE FOR THE 2013-2014 FISCAL YEAR;**
30 **COMPARING TENTATIVE MILLAGE RATE WITH THE ROLLED-BACK RATE;**
31 **ESTABLISHING A DATE, TIME, AND PLACE AT WHICH A PUBLIC HEARING WILL**
32 **BE HELD TO ADOPT A FINAL MILLAGE RATE; PROVIDING FOR AN EFFECTIVE**
33 **DATE.**

34
35 **Motion carried unanimously with members voting as follows: Commissioner Herzberg, For;**
36 **Commissioner Nabicht, For; Commissioner Schleicher, For; Commissioner Lowry, For; and**
37 **Mayor Masiarczyk, For.**

38
39 Mayor Masiarczyk stated that the City of Deltona has adopted a tentative millage rate of 7.99 mills for
40 fiscal year 2013/2014. The tentative millage rate reflects a 4.8% increase from the rolled-back rate of
41 7.6243.

42
43 Resolution No. 2013-28 was adopted at 6:59 p.m.

44
45 Mr. Denny stated that Agenda Item 7-B declaring certain City property as surplus has a resolution that
46 was not read into the minutes. Mayor Masiarczyk stated that he would make a note and go back to that
47 portion of the Agenda later on.

B. Public Hearing - Resolution No. 2013-29, Adopting the Tentative Annual Budget for FY 2013/2014.

Mayor Masiarczyk announced that the rolled-back rate for fiscal year 2013/2014 is 7.6243. The City of Deltona has adopted a tentative millage rate of 7.99. The tentative millage rate reflects a 4.8% increase from the rolled-back rate of 7.6243 mills. The proposed annual budget is summarized as follows: General Fund - \$50,256,638; Special Revenue Funds - \$23,864,298; Enterprise Fund - \$51,012,351; Capital Project Funds - \$5,153,068; and Total City-wide Budget - \$130,286,355.

Mayor Masiarczyk opened and closed the public hearing as there were no public comments.

Mayor Masiarczyk read the title of Resolution No. 2013-29.

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF DELTONA, FLORIDA; ADOPTING A TENTATIVE BUDGET FOR THE 2013-2014 FISCAL YEAR; ESTABLISHING A DATE, TIME, AND PLACE AT WHICH A PUBLIC HEARING WILL BE HELD TO ADOPT A FINAL BUDGET; PROVIDING FOR AN EFFECTIVE DATE.

Motion by Commissioner Schleicher, seconded by Commissioner Herzberg to approve Resolution No. 2013-29, adopting a tentative budget for fiscal year 2013/2014.

Mayor Masiarczyk stated that the proposed annual budget is summarized as follows: General Fund - \$50,256,638; Special Revenue Funds - \$23,864,298; Enterprise Fund - \$51,012,351; Capital Project Funds - \$5,153,068; and Total City-wide Budget - \$130,286,355.

Mayor Masiarczyk opened and closed the public hearing as there were no public comments.

Motion carried unanimously with members voting as follows: Commissioner Herzberg, For; Commissioner Nabicht, For; Commissioner Schleicher, For; Commissioner Lowry, For; and Mayor Masiarczyk, For.

Resolution No. 2013-29 was adopted at 7:03 p.m.

Mayor Masiarczyk stated that although the Commission voted on Agenda Item 7-B, Resolution No. 2013-32 needed to be read into the minutes.

Mayor Masiarczyk read the title of Resolution No. 2013-32.

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF DELTONA, FLORIDA, PERTAINING TO THE SALE OF SURPLUS PROPERTY; DECLARING CERTAIN PROPERTY OF THE CITY AS SURPLUS AND AUTHORIZING THE SALE OR DISPOSAL OF SUCH PROPERTY; PROVIDING FOR AN EFFECTIVE DATE.

Mayor Masiarczyk called for another vote on the motion for Agenda Item 7-B.

Motion carried unanimously with members voting as follows: Commissioner Herzberg, For; Commissioner Nabicht, For; Commissioner Schleicher, For; Commissioner Lowry, For; and Mayor Masiarczyk, For.

1 Resolution No. 2013-32 was adopted at 7:05 p.m.

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C. Public Hearing – Ordinance No. 13-2013, amendment to the Bella Vista Business Planned Unit Development (BPUD) Master Development Plan (MDP), for first reading (Project No. RZ 13-005).

Motion by Commissioner Herzberg, seconded by Commissioner Nabicht to approve Ordinance No. 13-2013, at first reading, to amend the Bella Vista Business Planned Unit Development (BPUD) Development Agreement by providing a revised Master Development Plan (MDP).

Mayor Masiarczyk opened and closed the public hearing as there were no public comments.

City Attorney Becky Vose read the title of Ordinance No. 13-2013.

AN ORDINANCE OF THE CITY OF DELTONA, FLORIDA, AMENDING THE BELLA VISTA BUSINESS PLANNED UNIT DEVELOPMENT BY CHANGING THE MASTER DEVELOPMENT PLAN FOR THE FOLLOWING DESCRIBED PARCEL, PARCEL# 06-19-32-00-00-0120 THAT PART OF THE WESTERLY 995.4 FT. OF THE N. ½ OF SECTION 6, TOWNSHIP 19 S, RANGE 32 E, VOLUSIA COUNTY, FL, LYING NORTHERLY OF THE NORTHERLY ROW LINE OF HOWLAND BLVD. ALSO KNOWN AS S.R. 444, AS DESCRIBED IN OFFICIAL RECORDS BOOK 2011, PG. 895, OF THE PUBLIC RECORDS OF VOLUSIA COUNTY, FL. LESS AND EXCEPT THEREFROM THE NORTHERLY 552.5 FT. OF THE WESTERLY 552.5 FT. ALSO LESS: THE E. 442.9 FT. OF THE W. 995.4 FT. OF THE N. 531.76 FT. OF THE NW ¼ OF THE NW ¼ OF SECTION 6, TOWNSHIP 19 S, RANGE 32 E, VOLUSIA COUNTY, FL (LESS THE N. 40.00 FOR THE ROAD). AND ALSO LESS: BEGINNING AT THE NW CORNER OF SECTION 6 TOWNSHIP 19 S, RANGE 32 E, RUN S. 28°42'20" E, 1435.98 FT. ALONG THE CENTER LINE OF OLD LAKE HELEN OSTEEN ROAD TO POINT OF BEGINNING: THENCE N. 89°38'40" E 314.89 FT. TO THE W. ROW OF HEATH ROAD; THENCE ALONG SAID ROW S. 00°21'20" E. 310.00 FT. TO THE N. ROW OF HOWLAND BLVD.; THENCE ALONG SAID ROW N. 64°38'20" W. 69.15 FT. TO THE P.C. OF A CURVE CONCAVE TO THE R. WITH A RADIUS OF 1561.19 FT. AND A CENTRAL ANGLE OF 05°58'34" RUN ON THE ARC OF SAID CURVE 164.35 FT.; THENCE OF N. 28°42'20" W. 228.50 FT. TO THE POINT OF BEGINNING.

FINDING CONFORMITY WITH STATE STATUTES AND THE COMPREHENSIVE PLAN OF THE CITY OF DELTONA; PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

Mayor Masiarczyk opened the public hearing for public comments.

Mr. Harlan Paul from Paul, Elkind and Branz, P.A., attorney for Halifax Health stated that there is an issue with an out-parcel and that he did not want the Commission to be surprised when the issue comes back before them again. He also stated that he appreciated the help and assistance received from staff.

Mayor Masiarczyk closed the public hearing as there were no more public comments.

Motion carried unanimously with members voting as follows: Commissioner Herzberg, For; Commissioner Nabicht, For; Commissioner Schleicher, For; Commissioner Lowry, For; and Mayor Masiarczyk, For.

1 Ordinance No. 13-2013 was approved at first reading at 7:08 p.m.

2
 3 **9. OLD BUSINESS:**

4
 5 **A. Request for approval of Resolution No. 2013-33, adding bond insurance to certain**
 6 **maturities of the Utility System Refunding Revenue Bonds, Series 2013.**

7
 8 Mayor Masiarczyk stated that the City had a meeting concerning the Utility System Refunding Revenue
 9 Bonds and that he thought staff and the consultants did an excellent job.

10
 11 Mayor Masiarczyk opened and closed the public hearing as there were no public comments.

12
 13 **Motion by Commissioner Herzberg, seconded by Commissioner Schleicher to adopt Resolution**
 14 **No. 2013-33.**

15
 16 City Attorney Becky Vose read the title of Resolution No. 2013-33.

17
 18 **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF DELTONA, FLORIDA,**
 19 **AMENDING AND SUPPLEMENTING CERTAIN PROVISIONS OF CITY RESOLUTION**
 20 **NO. 2013-27 WHICH AMONG OTHER MATTERS AUTHORIZED THE ISSUANCE BY**
 21 **THE CITY OF ITS NOT EXCEEDING \$85 MILLION UTILITY SYSTEM REFUNDING**
 22 **REVENUE BONDS, SERIES 2013 BY APPOINTING ASSURED GUARANTY MUNICIPAL**
 23 **COPR, AS THE INSURER AND ACCEPTING ITS BOND INSURANCE POLICY FOR**
 24 **CERTAIN OF SUCH BONDS MATURING IN THE YEARS 2023, 2025 THROUGH 2031**
 25 **AND IN THE YEAR 2039; INCORPORATING CERTAIN PROVISIONS OF ASSURED**
 26 **GUARANTY CORP.'S COMMITMENT LETTER RELATING TO THE ISSUANCE OF ITS**
 27 **BOND INSURANCE POLICY FOR SUCH BONDS; PROVIDING FOR CERTAIN OTHER**
 28 **MATTERS IN REGARD TO SUCH BONDS AND PROVIDING AN EFFECTIVE DATE.**

29
 30 **Motion carried unanimously with members voting as follows: Commissioner Herzberg, For;**
 31 **Commissioner Nabicht, For; Commissioner Schleicher, For; Commissioner Lowry, For; and**
 32 **Mayor Masiarczyk, For.**

33
 34 Resolution No. 2013-33 was adopted at 7:12 p.m.

35
 36 **10. NEW BUSINESS:**

37
 38 **A. Consideration of appointment of one (1) member to the Firefighter's Pension Plan**
 39 **Board of Trustees.**

40
 41 Commissioner Nabicht stated that former Commissioner Janet Deyette was quite suited for the
 42 position and more than qualified to be appointed to the Deltona Firefighters' Pension Plan, Board of
 43 Trustees.

44
 45 **Motion by Commissioner Nabicht, seconded by Commissioner Schleicher to confirm the**
 46 **appointment of the following citizen member Janet Deyette to the Firefighters' Pension Plan,**
 47 **Board of Trustees for a term to expire on January 15, 2017.**

1 Mayor Masiarczyk opened and closed the public hearing as there were no public comments.

2
3 **Motion carried unanimously with members voting as follows: Commissioner Herzberg, For;**
4 **Commissioner Nabicht, For; Commissioner Schleicher, For; Commissioner Lowry, For; and**
5 **Mayor Masiarczyk, For.**

6
7 Commissioner Nabicht stated that Ms. Deyette had resigned from the Economic Development
8 Lakeshore Eco-Economic/Micro-Incubator Study Sub-Committee so there would not be any conflict
9 with belonging to two (2) City boards at the same time.

10
11 Mayor Masiarczyk thanked Ms. Deyette for her service to Deltona and for volunteering to be on the
12 Firefighters' Pension Plan, Board of Trustees.

13
14 **B. Request to Certify Engineering Firms as Qualified to perform Construction**
15 **Engineering and Inspection (CEI) Services for the construction of the Eastern Water**
16 **Reclamation Facility.**

17
18 Gerald Chancellor, Director of Public Works/Deltona Water stated that the project has been in the
19 works for approximately five (5) years and that it was great to see the project finally come before the
20 Commission for approval. He also stated that he would like to recognize a few individuals that were
21 in attendance; Tom Dill Executive Vice President of Baskerville-Donovan; Fred Donovan Sr.
22 President and Operating Officer of Baskerville-Donovan; and Brad Blaze, President of Quinton
23 Hampton and Associates who is the local firm that will be the prime company in the project.

24
25 Mayor Masiarczyk opened and closed the public hearing as there were no public comments.

26
27 **Motion by Commissioner Schleicher, seconded by Commissioner Herzberg to certify,**
28 **Baskerville-Donovan, Inc. and CPH, Inc. as qualified to perform Construction Engineering**
29 **and Inspection Services for the City, as it pertains to the Eastern Water Reclamation Facility**
30 **project and to move into negotiations within the guidelines of F.S. 287.055.**

31
32 **Motion carried unanimously with members voting as follows: Commissioner Herzberg, For;**
33 **Commissioner Nabicht, For; Commissioner Schleicher, For; Commissioner Lowry, For; and**
34 **Mayor Masiarczyk, For.**

35
36 **C. Request for approval of Award of Bid # PW 13-12, Construction of the Eastern Water**
37 **Reclamation Facility.**

38
39 Mayor Masiarczyk stated that it seemed that the request from staff for the Acting City Manager to
40 approve change orders that may occur throughout the duration of the project, in an amount not to
41 exceed 1% of the total contracted amount of \$24,241,000 dollars, which is approximately \$242,000
42 dollars seemed like a high dollar amount of money not to have to come before the Commission for
43 review and approval.

44
45 Mr. Denny replied that staff does not expect even one (1) change order, that he completely
46 understands what the Mayor is saying, and that the change order approval at the Acting City
47 Manager level is so construction is not slowed down if a change order is submitted. He also stated
48 that if a change order were approved by the Acting City Manager that it would come before the
49 Commission for discussion.

1 Mayor Masiarczyk stated that he trusts Mr. Denny explicitly, he is sure that staff has assembled a
2 great project team, and that he does not want to see any change orders submitted.

3
4 Commissioner Nabicht stated that Mr. Denny is the current Acting City Manager but that the plant
5 project is going to extend out possibly for a couple of years, that he is comfortable with Mr. Denny
6 having change order approval authority, however, who knows how long Mr. Denny will be the
7 Acting City Manager, and that if there were any change in City management that the amount would
8 have to be revisited.

9
10 Mayor Masiarczyk asked if other language could be used to increase the Commission's comfort
11 level with the Acting City Manager having that high an amount of change order approval.

12
13 Mrs. Vose stated that she could put language together that would give Mr. Denny change order
14 approval authority but in his absence approval authority would have to come back before the
15 Commission.

16
17 Commissioner Herzberg stated that 10% on a project's aggregate is relatively normal and that she
18 did not want to see construction stopped or held up.

19
20 There was discussion regarding the current City Manager approval authority being 10% of the cost
21 of a project, not to exceed \$25,000 dollars, that the change order verbiage in the motion shows what
22 today's authorization is, defined change order authority to be one (1) percent per change order not to
23 exceed 10% over the life of the project, authorizing Acting City Manager Dave Denny to approve
24 change orders throughout the duration of the project, and that any change in City management will
25 require the City to revisit the contract providing a level of security to the public and the Commission.

26
27 Mayor Masiarczyk opened and closed the public hearing as there were no public comments.

28
29 **Motion by Commissioner Herzberg, seconded by Commissioner Nabicht to award Bid #PW13-**
30 **12 for the Construction of the Eastern Water Reclamation Facility to WPC Industrial**
31 **Contractors, LLC at a total cost of \$24,241,665.00. Authorized Purchasing Staff to use the**
32 **City's tax exempt status and buy direct any materials, equipment and supplies needed for this**
33 **project to eliminate paying sales tax and authorize the Acting City Manager, William "Dave"**
34 **Denny to approve change orders that may occur throughout the duration of the project, up to**
35 **an aggregated amount of 10% of the total contracted amount.**

36
37 **Motion carried unanimously with members voting as follows: Commissioner Herzberg, For;**
38 **Commissioner Nabicht, For; Commissioner Schleicher, For; Commissioner Lowry, For; and**
39 **Mayor Masiarczyk, For.**

40
41 **D. Discussion re: Acting City Manager's employment agreement.**

42
43 Mayor Masiarczyk stated that the current Acting City Manager's contract is on the Agenda because
44 the contract only runs through September 30, 2013.

45
46 Commissioner Nabicht stated that the current Acting City Manager's contract should be extended for
47 90 days and that the future handling of the City Manager position should be discussed at the next
48 available Workshop.

1 Commissioner Schleicher concurred with extending the current contract for 90 days and she asked
2 City Attorney Becky Vose to confirm that the City was not in violation of the City Charter by doing
3 so. Mrs. Vose replied that the City was definitely not in violation of the City Charter by extending
4 the contract for 90 days.

5
6 Mayor Masiarczyk asked Mr. Denny if he was agreeable to serve as Acting City Manager for
7 another 90 days and Mr. Denny replied “yes”.

8
9 Commissioner Herzberg thanked Mr. Denny for all that he has done, and all that he will do for the
10 City in the future, she stated that the City Manager position is not an easy job, and that she really
11 appreciates Mr. Denny’s service.

12
13 Commissioner Nabicht echoed Commissioner Herzberg’s sentiments and he stated that Mr. Denny is
14 an amazing manager, that all staff members who he has asked stated that they are proud to work for
15 Mr. Denny and hope to continue to be able to do so in the future, that from a Commissioners stand
16 point Mr. Denny has done everything humanly possible that the Commission has asked of him, that
17 Mr. Denny continues to impress him on a daily basis, and that he is proud to know Mr. Denny.

18
19 Mayor Masiarczyk stated that he is overjoyed with the way things have been going with Mr. Denny
20 running the operations of the City, that there is a tentative firefighter contract out there, and he
21 thanked I.A.F.F. Local 2913 President John Viccaro and the firefighter’s contract negotiation team
22 for doing an outstanding job.

23
24 Mayor Masiarczyk opened and closed the public hearing as there were no public comments.

25
26 **Motion by Commissioner Nabicht, seconded by Commissioner Schleicher to extend the current**
27 **Acting City Manager’s contract for 90 days and to place the discussion of the City Manager**
28 **Selection process on the next available workshop.**

29
30 **Motion carried unanimously with members voting as follows: Commissioner Herzberg, For;**
31 **Commissioner Nabicht, For; Commissioner Schleicher, For; Commissioner Lowry, For; and**
32 **Mayor Masiarczyk, For.**

33
34 I.A.F.F. Local 2913 President John Viccaro stated that the firefighter’s appreciated the efforts of City
35 Attorney Becky Vose and Acting City Manager Dave Denny, that contract negotiations could not have
36 continued without their efforts, and that being fiscally responsible for residents was in the forefront in
37 everyone’s mind during the four (4) year negotiation process.

38
39 **11. CITY COMMISSION COMMENTS:**

40
41 a) Commissioner Lowry thanked the Deltona firefighters for all of their hard work in collecting for
42 the Muscular Dystrophy Association.

43
44 b) Commissioner Schleicher stated that it was commendable to see that Deltona has a four (4) year
45 firefighter contract; she thanked Mr. Viccaro and Mr. Denny for their efforts, and she stated that she is
46 so proud of how far the City has come with Mr. Denny as the Acting City Manager. She also stated that
47 she concurred with a comment made by Commissioner Lowry at a previous meeting that for once
48 Deltona is not on the front page of the paper and that Deltona now has a positive image, and she stated

1 that it is a pleasure to see things moving forward for Deltona.

2
3 c) Commissioner Herzberg stated that the Commission completed the Agenda in record time, that
4 the Agenda had a lot of very difficult and strong issues, and that the Commission completing everything
5 on the Agenda so quickly pays tribute to Mr. Denny who has a counsel's oratory effect on everyone.
6 She also stated that the Commission accomplished so much due to everyone doing their homework and
7 paying due diligence and that working as a member of a harmonious team was a pleasure. She also
8 stated that with two (2) Commissioners absent due to family issues that the policy of Commissioners
9 being able to participate in Commission meetings from a remote location needed to be revisited. Mayor
10 Masiarczyk replied it should also be discussed under what circumstances that it would be permissible.

11
12 **12. CITY ATTORNEY COMMENTS:**

13
14 **13. ACTING CITY MANAGER COMMENTS:**

15
16 Mr. Denny thanked the Commission for their kind words and he stated that he would continue to do his
17 best.

18
19 **14. ADJOURNMENT:**

20
21 Mayor Masiarczyk thanked everyone for their hard work, and he thanked Commission members for
22 taking the time to review the Agenda packet before the Commission meeting.

23
24 There being no further business, the meeting adjourned at 7:37 p.m.

25
26
27
28
29

John Masiarczyk Sr., Mayor

30
31 **ATTEST:**

32
33
34
35 _____
Mitch Honaker, Deputy City Clerk



AGENDA MEMO

TO: Mayor & City Commission **AGENDA DATE:** 9/16/2013
FROM: William D. Denny, Acting City Manager **AGENDA ITEM:** 5 - A
SUBJECT: Proclamation - Florida Local Government Coalition - Local Works Day.

LOCATION:

N/A

BACKGROUND:

The Florida Local Government Coalition was developed to advocate for local governments by educating residents and sharing resources among its association partners. Recently, the Coalition launched a public awareness campaign called "Local Works" to help Floridians understand, appreciate and support local governments and the services and values these governments bring to millions of lives each day.

September 6, 2013, is being recognized as Local Works Day. On this day, let's celebrate the public servants and services that knit our communities together, but that many take for granted.

ORIGINATING DEPARTMENT:

Deputy City Manager

SOURCE OF FUNDS:

N/A

COST:

N/A

REVIEWED BY:

City Clerk

STAFF RECOMMENDATION PRESENTED BY:

N/A - Presentation Only.

POTENTIAL MOTION:

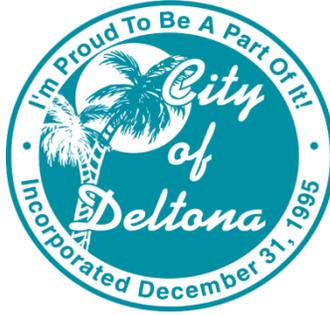
N/A - Presentation Only.

AGENDA ITEM APPROVED BY:

William D. Denny, Acting City Manager

ATTACHMENTS:

- Proclamation



***WHEREAS**, our nation has a proud history of its local governments providing meaningful services on behalf of the American people; and*

***WHEREAS**, local governments assemble through leaders from various trades and industries to develop new ideas, spread information and facilitate progress; and*

***WHEREAS**, local governments have traditionally worked with citizens to create a strong sense of community; and*

***WHEREAS**, the Florida Local Government Coalition (FLGC) encourages Florida's associations to promote local government services, and proclaim a Local Works Day in celebration of its member associations and the essential roles they play to be held on September 6, 2013.*

***THEREFORE**, we, the Mayor and Commissioners of the City of Deltona, do hereby proclaim September 6, 2013, as*

“LOCAL WORKS DAY”

in the City of Deltona and urge all citizens to acquaint themselves with the issues facing this City and to recognize the contributions which local government officials and employees make every day to ensure the health, safety, comfort and quality of life of the citizens of Deltona.

***EXECUTED** this 6th day of September, 2013.*

John Masiarczyk, Mayor



AGENDA MEMO

TO: Mayor & City Commission **AGENDA DATE:** 9/16/2013
FROM: William D. Denny, Acting City Manager **AGENDA ITEM:** 7 - A
SUBJECT: Request for selection of Code Enforcement Special Magistrate.

LOCATION:	N/A
BACKGROUND:	Resolution No. 2009-37 effective October 5, 2009, providing for Charles Cino as our Special Magistrate - the initial term of the appointment was for one (1) year - expired October 5, 2010. However, the Resolution called for additional one (1) year appointments at the direction of the City commission.
ORIGINATING DEPARTMENT:	Enforcement Services
SOURCE OF FUNDS:	FY 13-14 Budget
COST:	\$10,600
REVIEWED BY:	City Attorney
STAFF RECOMMENDATION PRESENTED BY:	Dale Baker, Building and Enforcement Services Director - That the Commission appoint Charles Cino as the Special Magistrate at the current rate of \$175.00 per hour.
POTENTIAL MOTION:	"I move to appoint Charles Cino as the Special Magistrate at an hourly rate of \$175.00 for a one-year appointment."
AGENDA ITEM APPROVED BY:	<hr/> William D. Denny, Acting City Manager
ATTACHMENTS:	<ul style="list-style-type: none">• Special Magistrate Resolution• Letter from Mr. Cino

RESOLUTION NO. 2009-37

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF DELTONA, VOLUSIA COUNTY, FLORIDA; AUTHORIZING THE PROFESSIONAL FEE/PER DIEM FOR THE POSITION OF SPECIAL MASTER; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission adopted Ordinance No. 20-2004 on July 19, 2004, thereby dissolving the City's Code Enforcement Board and appointing a Special Master to hold hearings and assess fines against violators of municipal codes and ordinances; and

WHEREAS, the City of Deltona has retained Charles F. Cino as the Special Master to hear cases regarding the City Code and other violations; and

WHEREAS, Section 2-53, *Special masters*, of the City's Code of Ordinances provides that the City Commission may dissolve the Code Enforcement Board and appoint one or more special masters at any time, upon such terms and at a rate of compensation to be determined by the City Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF DELTONA, VOLUSIA COUNTY, FLORIDA, as follows:

SECTION 1. That the City Commission does hereby appoint Charles F. Cino as its Special Master for the purpose of hearing cases regarding the City's Code of Ordinances and other violations as necessary at an hourly rate of \$125.00 per hour.

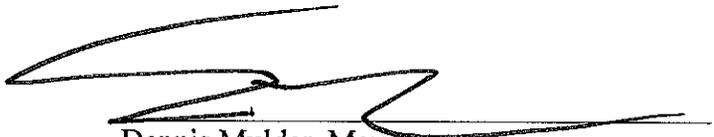
SECTION 2. The initial term of this appointment shall be for one (1) year from the effective date of this Resolution. Additional one (1) year appointments shall be made at the discretion of the City Commission.

City of Deltona, Florida
Resolution No. 2009-37
Page 2 of 2

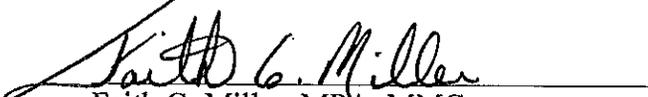
SECTION 3. All resolutions or parts thereof that are in conflict with this Resolution, be and the same are hereby repealed.

SECTION 4. This Resolution shall become effective immediately upon its adoption.

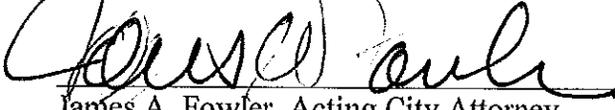
ADOPTED BY the City Commission of the City of Deltona, Florida, this 5th day of October, 2009.


Dennis Mulder, Mayor

ATTEST:


Faith G. Miller, MPA, MMC
City Manager/City Clerk

Approved as to form & legality for
use & reliance by the City of Deltona


James A. Fowler, Acting City Attorney

Charles J. Cino

Attorney and Counselor at Law
The Boulevard Executive Park
555 West Granada Boulevard, Suite E-12
Ormond Beach, Florida 32174
(386) 673-3420 – Fax: (386) 673-0082

August 29, 2013

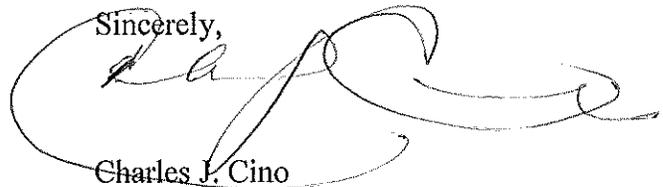
Mr. Dale Baker
City of Deltona
2345 Providence Boulevard
Deltona, FL 32725

Dear Mr. Baker:

Thank you for the opportunity to serve the citizens of Deltona since 1995 as attorney for the code board, acting city attorney and special magistrate. During those 18 years, I have had the opportunity to work with staff and many of your citizens and learned about the City of Deltona. My law practice causes me to work with many cities, and I must say that your code enforcement staff is the best.

I would like to continue working with the City of Deltona for another year under the same terms and conditions as the previous year. Thank you for your consideration of this request.

Sincerely,

A handwritten signature in black ink, appearing to read 'Charles J. Cino', written over a large, stylized circular flourish.

Charles J. Cino

CJC/lc
cc/ Honorable Mayor and City Commission



AGENDA MEMO

TO: Mayor & City Commission **AGENDA DATE:** 9/16/2013
FROM: William D. Denny, Acting City Manager **AGENDA ITEM:** 7 - B
SUBJECT: Request for ratification of purchase of Business Tax Module from Tyler Technologies.

LOCATION:

N/A

BACKGROUND:

The Commission approved a total of \$105,000 in the 2012/2013 budget for conversion to Munis for Code, Business Tax and Permits. The Finance Department purchased and completed the conversion on the Business Tax Module. The total cost ended up being \$27,393.95 due to a change order that had to be done for adding the Central Property File software, support and training which was not included in Tyler's initial proposal. It was unknown at the time that this module would exceed \$25,000 thereby requiring Commission approval. In order to remain on target with implementation, a change order to the initial purchase order was done. This purchase is within budgeted funding for this project.

ORIGINATING DEPARTMENT:

Finance

SOURCE OF FUNDS:

Capital-Replacement Equipment Fund

COST:

\$27,393.95

REVIEWED BY:

Acting City Manager

STAFF RECOMMENDATION PRESENTED BY:

Robert Clinger, Finance Director - Staff recommends approval of the purchase of Tyler Technologies Business Tax module to include the change order of \$3,337 for the Central Property File, support and training bringing the total PO to \$27,393.95.

POTENTIAL

MOTION:

"I move to approve the purchase of Tyler Technologies Business Tax module to include the change order of \$3,337 for the Central Property File, support and training bringing the total PO to \$27,393.95."

**AGENDA ITEM
APPROVED BY:**

William D. Denny, Acting City
Manager

ATTACHMENTS:

- Budget for Conversion to Munis

City of Deltona, Florida

Replacement Equipment Fund

Toro Workman/Spray Unit Combined **FY 12/13: \$37,000**

The current spray unit is past its useful life and currently has 998 hours. The typical life span is 700 hours. The pump and belts have already been replaced and other seals are starting to break down. This piece of equipment is needed for turf maintenance and agronomy.

CITY HALL DEPARTMENTS**Conversion to Munis for Code, Business
Tax & Permits** **FY 12/13: \$105,000**

The City has been using CRW for several years for Permitting, Code Enforcement and Business Tax. There have been an increasing number of issues with the software to which support has not been to the City's satisfaction. Additionally, staff must access two separate applications (Munis and CRW) to input much information leading to reduced productivity as well as an increased potential for errors due to the duplication of input. Staff would like to convert these processes to Munis in order to provide for better service delivery and customer support. Conversion to a single system would address the audit comment regarding the lack of integration between the two systems.

Multi-purpose Edgeline Printer **FY 12/13: \$19,000**
Planning & Development

This machine is needed for producing the documentation required for grant applications, City events and other City printing needs. This printer is used by Planning, Code Enforcement, Public Works, Parks, Economic Development and Fire for events and reports. Outsourcing that type of work to a reprographics firm would incur costs that far exceed the cost of the proposed equipment over the life of the equipment, not to mention that producing reprographics of that nature in-house will be much more timely and avoid delays in printing. The proposed equipment will replace the existing Edgeline multi-purpose printer which is broken.

Broadcast Equipment Replacement **FY 12/13: \$28,600**
Commission Chambers

The Tight Rope equipment has reached its end of life and the manufacturer no longer provides tech support for the software and hardware. Should we experience another system failure (two in 2011) we would need to purchase the equipment piecemeal and would lose broadcast capabilities for an indefinite period until replaced or repaired. The projected reach to the current cable audience is estimated by Brighthouse to be one half of Deltona households or 17,500 households. To provide City information to these same residents through radio and newspaper, with the frequency as provided by the cable channel, would exceed \$100,000 per year based on historical expenditures of this nature.



AGENDA MEMO

TO: Mayor & City Commission **AGENDA DATE:** 9/16/2013
FROM: William D. Denny, Acting City Manager **AGENDA ITEM:** 8 - A
SUBJECT: Public Hearing - Resolution No. 2013-30, Adopting the Final Millage Rate for FY 2013/2014.

LOCATION:

City-wide.

BACKGROUND:

State law requires that the City hold a public hearing to adopt the final millage rate and budget.

At this hearing, the City will:

- First discuss the percentage increase or decrease in millage over the rolled-back rate. The millage rate reflects a 4.80% increase from the rolled-back rate.
- Adopt the millage rate and budget by separate votes with the millage adopted first. The millage rate adopted cannot exceed the millage rate tentatively adopted.
- Prior to adopting the millage-levy resolution, the name of the taxing authority (City of Deltona, Florida), the rolled-back rate (7.6243), the percentage increase (4.8%), and the millage rate to be levied (7.9900) must be publicly announced.

ORIGINATING DEPARTMENT:

Finance

SOURCE OF FUNDS:

N/A

COST:

N/A

REVIEWED BY:

Deputy City Manager, City Attorney, Finance Director

STAFF RECOMMENDATION PRESENTED BY:

Robert Clinger, Finance Director - to adopt the final millage rate of 7.9900 for FY 2013/2014.

**POTENTIAL
MOTION:**

“I move for the approval of Resolution No. 2013-30, adopting the final millage rate of 7.9900 mills for the levy of ad valorem taxes for fiscal year 2013/2014.”

**AGENDA ITEM
APPROVED BY:**

William D. Denny, Acting City
Manager

ATTACHMENTS:

- Resolution No. 2013-30-Final Millage Rate

RESOLUTION NO. 2013-30**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF DELTONA, FLORIDA; ADOPTING AN AD VALOREM MILLAGE RATE FOR THE 2013-2014 FISCAL YEAR; PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, on September 3, 2013, City Commission adopted a tentative millage rate and a tentative budget, and established a date, time, and place for a public hearing to consider the final millage rate and the final budget for the 2013-2014 fiscal year; and

WHEREAS, the City Manager has delivered a recommended final budget for the 2013-2014 fiscal year; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF DELTONA, FLORIDA, as follows:

Section 1. A final ad valorem millage rate of 7.9900 mills is hereby adopted and levied for the 2013-2014 fiscal year.

Section 2. The final ad valorem millage rate of 7.9900 mills is 4.8 percent more than the rolled-back rate of 7.6243.

Section 3. This resolution shall take effect immediately upon its final adoption by the City Commission.

City of Deltona, Florida
Resolution No. 2013-30
Page 2 of 2

**PASSED AND ADOPTED BY THE CITY COMMISSION OF THE CITY OF
DELTONA, FLORIDA, THIS _____ DAY OF _____, 2013.**

BY: _____
JOHN C. MASIARCZYK, SR., Mayor

ATTEST:

JOYCE RAFTERY, City Clerk

Approved as to form and legality for use
and reliance of the City of Deltona, Florida:

GRETCHEN R.H. VOSE, City Attorney



AGENDA MEMO

TO: Mayor & City Commission

AGENDA DATE: 9/16/2013

FROM: William D. Denny, Acting City Manager

AGENDA ITEM: 8 - B

SUBJECT: Public Hearing - Resolution No. 2013-31, Adopting the Final Annual Budget for FY 2013/2014.

LOCATION:

City-wide.

BACKGROUND:

State law requires that the City hold a public hearing to adopt the final millage rate and budget.

At this hearing, the City will:

- First discuss the percentage increase or decrease in millage over the rolled-back rate. The millage rate reflects a 4.80% increase from the rolled-back rate.
- Adopt the millage rate and budget by separate votes with the millage adopted first. The millage rate adopted cannot exceed the millage rate tentatively adopted.
- Prior to adopting the millage-levy resolution, the name of the taxing authority (City of Deltona, Florida), the rolled-back rate (7.6243), the percentage increase (4.8%), and the millage rate to be levied (7.9900) must be publicly announced.

ORIGINATING DEPARTMENT:

Finance

SOURCE OF FUNDS:

FY 13/14 Annual Budget

COST:

Total proposed annual budget including all funds: \$130,183,408.

REVIEWED BY:

Deputy City Manager, City Attorney

STAFF RECOMMENDATION PRESENTED BY:

Robert Clinger, Finance Director - to adopt the final annual budget for FY 2013/2014.

**POTENTIAL
MOTION:**

“I move for the approval of Resolution No. 2013-31, adopting the final General Fund, Special Revenue Funds, Enterprise Fund, and Capital Project Funds budgets for fiscal year 2013/2014.”

**AGENDA ITEM
APPROVED BY:**

William D. Denny, Acting City
Manager

ATTACHMENTS:

- Resolution No. 2013-31-Final Annual Budget

RESOLUTION NO. 2013-31**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF DELTONA, FLORIDA; ADOPTING THE FINAL ANNUAL GENERAL FUND, SPECIAL REVENUE FUNDS, ENTERPRISE FUND, AND CAPITAL PROJECT FUNDS BUDGETS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2013, AND ENDING SEPTEMBER 30, 2014; PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, on September 3, 2013, City Commission adopted a tentative millage rate and a tentative budget, and established a date, time, and place for a public hearing to consider the final millage rate and the final budget for the 2013-2014 fiscal year; and

WHEREAS, the City Manager has delivered a recommended final budget for the 2013-2014 fiscal year; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF DELTONA, FLORIDA, as follows:

Section 1. The City Commission hereby adopts the final General Fund, Special Revenue Funds, Enterprise Fund, and Capital Project Funds budgets, which are attached hereto and by reference made a part hereof, of the City of Deltona, Florida, for the fiscal year beginning October 1, 2013, and ending September 30, 2014, said budgets showing combined sources and uses of \$130,183,408.

Section 2. This resolution shall take effect immediately upon its final adoption by the City Commission.

City of Deltona, Florida
Resolution No. 2013-31
Page 2 of 2

**PASSED AND ADOPTED BY THE CITY COMMISSION OF THE CITY
OF DELTONA, FLORIDA, THIS _____ DAY OF _____, 2013.**

BY: _____
JOHN C. MASIARCZYK, SR., Mayor

ATTEST:

JOYCE RAFTERY, City Clerk

Approved as to form and legality for use
and reliance of the City of Deltona,
Florida:

GRETCHEN R.H. VOSE, City Attorney



AGENDA MEMO

TO: Mayor & City Commission **AGENDA DATE:** 9/16/2013

FROM: William D. Denny, Acting City Manager **AGENDA ITEM:** 8 - C

SUBJECT: Public Hearing - Ordinance No. 12-2013, Amending Subpart A, Chapter 38, "Environment", by adding new Article VII "Stormwater Discharge Pollutant Control" and new Article VIII "Florida-Friendly Fertilizer use on Urban Landscapes", at first reading and to schedule second and final reading.

LOCATION:

N/A

BACKGROUND:

Staff is proposing for the City Commission's approval the following new Article VII and Article VIII to Subpart A of Chapter 38 of the City of Deltona's Code of Ordinances:

Chapter 38 - Environment

Article VII - "Stormwater Discharge Pollutant Control" –

As part of the improvement guide that EPA issued to the State of Florida for their MS4 Permit Program (a permit which we are issued by the State) there needs to be some changes to our ordinances in order to satisfy these permit requirements and effectively eliminate pollutants in our stormwater to the maximum extent practicable.

Article VIII "Florida-Friendly Fertilizer Use on Urban Landscapes" –

Required by Florida Statute - Section 403.9337, F.S., which states that each county and municipal government located within the watershed of a water body or water segment that is listed as impaired by nutrients (Lake Monroe) pursuant to s. 403.067, shall, at a minimum, adopt the department's Model Ordinance for Florida-Friendly Fertilizer Use on Urban Landscapes.

ORIGINATING DEPARTMENT:

Public Works/Deltona Water

SOURCE OF FUNDS:

N/A

COST:	N/A
REVIEWED BY:	Public Works Director, Finance Director, City Attorney
STAFF RECOMMENDATION PRESENTED BY:	Public Works Director Gerald Chancellor - That the City Commission approve Ordinance No. 12-2013 as presented.
POTENTIAL MOTION:	"I move to approve Ordinance No. 12-2013 at first reading and to schedule second and final reading for October 7, 2013."
AGENDA ITEM APPROVED BY:	<hr/> William D. Denny, Acting City Manager
ATTACHMENTS:	<ul style="list-style-type: none"> • Ordinance No. 12-2013 • Exhibit A

ORDINANCE NO. 12-2013

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF DELTONA, FLORIDA, AMENDING CODE OF ORDINANCES SUBPART A, CHAPTER 38, “ENVIRONMENT”, BY ADDING NEW ARTICLE VII “STORMWATER DISCHARGE POLLUTANT CONTROL” AND NEW ARTICLE VIII “FLORIDA-FRIENDLY FERTILIZER USE ON URBAN LANDSCAPES”; PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, improperly treated discharges from industrial or commercial activities, interconnected city stormwater systems, illicit discharges and discharges from spilling, dumping or disposal of material other than stormwater to the stormwater system of the city adversely affects the quality of water receiving such discharges; and

WHEREAS, The United States Environmental Protection Agency, pursuant to Title 40, Section 122.26 of the Code of Federal Register, has mandated, through the issuance of a National Pollution Discharge Elimination System (NPDES) permit, that the city control discharges to its stormwater system in order to control the quality of discharges from the city’s stormwater system to waters of the United States; and

WHEREAS, phosphorus and nitrogen – the primary nutrients associated with the degradation of groundwater and surface water – are commonly the primary components of fertilizer for turf application; and

WHEREAS, leaching and runoff of nutrients from improper or excess fertilization practices contributes to nitrogen and phosphorus loading in The City of Deltona’s stormwater conveyances and natural water bodies and thus to the overgrowth of algae and vegetation in these waterways; and

City of Deltona, Florida
Ordinance No. 12-2013
Page 2 of 3

WHEREAS, the Florida Legislature enacted Senate Bill 494 in 2009, creating Section 403.9337, F.S., which states that each county and municipal government located within the watershed of a water body or water segment that is listed as impaired by nutrients pursuant to s. 403.067, shall, at a minimum, adopt the department’s Model Ordinance for Florida-Friendly Fertilizer Use on Urban Landscapes; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF DELTONA, FLORIDA, as follows:

Section 1. Code of Ordinances Subpart A, Chapter 38, Article VII “Stormwater Discharge Pollutant Control”, and Article VIII “Florida-Friendly Fertilizer Use on Urban Landscapes”, are hereby enacted to read as described in Exhibit A.

Section 2. Severability. If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect any other provision or application of this ordinance which can be given effect without the invalid provision or application.

Section 3. Effective Date. This Ordinance shall take effect immediately upon its final adoption by the City Commission.

PASSED AND ADOPTED BY THE CITY COMMISSION OF THE CITY OF DELTONA, FLORIDA THIS _____ DAY OF _____, 2013.

First Reading: _____

Advertised: _____

Second Reading: _____

City of Deltona, Florida
Ordinance No. 12-2013
Page 3 of 3

BY: _____
JOHN C. MASIARCZYK, SR., Mayor

ATTEST:

JOYCE RAFTERY, CMC, City Clerk

Approved as to form and legality
for use and reliance of the City of
Deltona, Florida

GRETCHEN R. H. VOSE, City Attorney

DRAFT
8/14/2013

EXHIBIT A

ORDINANCE NO. 12-2013

CHAPTER 38 – ENVIRONMENT

ARTICLE VII. STORMWATER DISCHARGE POLLUTANT CONTROL

Sec. 38-150. Definitions.

For the purposes of this regulation, the following definitions shall apply; words used in the singular shall include plural, and the plural, singular; words used in the present tense shall include the future tense. The word "shall" is mandatory and not discretionary. The word "may" is permissive. Words not defined herein shall be construed to have the meaning given by common and ordinary use.

“Best management practices (BMPs)” are schedules of activities, prohibitions of practices, maintenance procedures, treatment methods and other management practices to prevent or reduce pollutants from entering the city’s stormwater system or being discharged from the city stormwater system.

“Clean Water Act or CWA” is Public Law (PL) 92-500, as amended PL95-217, PL95-576, PL6-483, PL97-117 and 33 U.S.C. 1251 et seq., as amended by the Water Quality Act of 1987, PL100-4.

“Construction activities” means the alteration of land during construction and include such activities as clearing, grading, and excavation.

“Discharge” means the release of liquid, solid, or gaseous material and includes, but is not limited to, a release, spilling, leaking, seeping, pouring, emitting, emptying, and/or dumping of any substance of material.

“Illicit connection” means point source discharge to the city’s stormwater system or to waters of the United States, which is not composed entirely of stormwater and/or which is not authorized by a permit.

“Illicit discharge” is a discharge to the city’s stormwater system or to waters of the United States which is not composed entirely of stormwater, unless exempted pursuant to this regulation, and/or the discharge to the city’s stormwater system or to waters of the United States and which is not in compliance with federal, state, and local permits.

“Municipal Separate Storm Sewer System (MS4)” describes the City’s stormwater system which is a conveyance, storage area or system of conveyances and storage areas (including, but not limited to, roads with drainage systems, streets, catch basins, curbs, gutters, ditches, manmade channels, storm drains, treatment ponds and other structural BMPs) owned or operated by a local government that discharges to waters of the United States or to other MS4s, that is designed solely for collecting, treating or conveying stormwater, and that is not part of a publicly owned treatment works (POTW), as defined by 40 Code of the Federal Register 122.2, or any context may require.

“Point source” means any discernible and confined conveyance including, but not limited to, any pipe, ditch, channel, conduit, well, container, rolling stocks, concentrated animal feeding operation, vessel, or

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other floating craft from which pollutants are discharged. This term does not include return flows from irrigated agriculture.

“*Pollutant*” includes, but is not limited to, dredged spoil, solid waste, incinerator residue, filter backwash, sewage, garbage, sewage sludge, munitions, chemical wastes, biological materials, radioactive materials (except those regulated under the Atomic Energy Act of 1954, as amended, 42 U.S.C. 2011 et seq.), heat, wrecked or damaged equipment, rock, sand and industrial, (excepting the city’s discharges) and agricultural waste discharged into the MS4, and not excluding other materials which the city manager or designee, federal or state regulatory agencies may deem appropriate to be included.

“*Reclaimed water*” is water that has received at least advanced secondary treatment and basic disinfection and is reused after flowing out of a wastewater treatment facility.

“*Reuse*” means the deliberate application of reclaimed water, in compliance with Florida Department of Environmental Protection and/or St. Johns River Water Management District rules, for a beneficial purpose.

“*Runoff*” is the surface flow of water which results from, and occurs following, a rainfall event.

“*Significant construction activities*” means construction activities which result in the disturbance of five acres or more of total land area.

“*Significant redevelopment*” means the alteration of an existing development which results in the increase and in the discharge of a stormwater facility beyond its previously designed and constructed capacity, or increased pollution or changed points of discharge, except emergency repairs.

“*Spill*” is a type of illicit discharge.

“*Stormwater*” means surface runoff and the discharge of runoff water resulting from rainfall.

“*Waters of the United States*” means surface and groundwaters as defined by 40 Code of the Federal Register 122.2.

Sec. 38-151. Findings and Declaration.

(a) It is hereby found, determined, and declared as follows:

- (1) The contribution of pollutants through discharges from stormwater systems has a significant impact on receiving waters in the city.
- (2) Improperly treated discharges from industrial or commercial activities, interconnected city stormwater systems, illicit discharges and discharges from spilling, dumping or disposal of material other than stormwater to the stormwater system of the city adversely affects the quality of water receiving such discharges.
- (3) The United States Environmental Protection Agency, pursuant to Title 40, Section 122.26 of the Code of Federal Register, has mandated, through the issuance of a National Pollution Discharge Elimination System (NPDES) permit, that the city oversee discharges to the city stormwater system, to waters of the State of Florida, and to waters of the United States.

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Sec. 38-152. Discharges to the City Stormwater System.

- (a) No discharge to the city's stormwater system ("MS4") shall be permitted to impair the operation of the MS4 or contribute to the failure of the MS4 to meet any local, state, or federal requirements, including, but not limited to NPDES permits.
- (b) Stormwater discharges to a MS4 from industrial, commercial or construction activities or from new development or redevelopment projects are required to obtain appropriate local, state, and/or federal permits prior to discharging to the MS4.
- (c) Any person determined by the city to be responsible for a discharge contributing to the failure of the city's MS4 shall provide corrective measures as determined necessary by the city official and/or designee, and shall be liable for resulting fines and damages.

Sec. 38-153. Stormwater Discharges from Industrial, Commercial and Construction Activities.

- (a) Stormwater discharges from industrial and commercial activities shall be treated or managed on-site, in accordance with appropriate federal, state, or local permits and regulations, prior to discharge to the city's MS4.
- (b) Stormwater discharges from significant construction activities shall be treated or managed on-site in accordance with appropriate federal, state, or local permits and regulations, prior to discharge to the city's MS4. Erosion, sediment, and pollution control for the construction site shall be properly implemented, maintained, and operated according to a pollution prevention plan required by an NPDES permit for the discharge of stormwater from construction activities, or according to a state permit issued by the Federal Department of Environmental Protection or St. Johns River Water Management District.
- (c) Construction activity which is not defined as significant is still characterized as an illicit connection or illicit discharge if the activity causes an impairment of the operation of the MS4 or contributes to the failure of the MS4 to meet any local, state or federal requirements, including, but not limited to NPDES permits.
- (d) The owners or operators of industrial facilities, commercial entities, and construction sites which discharge stormwater to the city's MS4, shall provide prior written notification to the city of the discharge and shall have received prior approval of the discharge from the city.

Sec. 38-154. Control of Pollutant Contributions from Interconnected Stormwater Systems.

- (a) The discharge of stormwater between state, county, or other MS4s shall not be permitted to cause the city's MS4 to be in violation of the provisions of an NPDES permit. Owners of any portion of the interconnected MS4 shall be responsible for controlling the quality and quantity of discharge of stormwater to the city's MS4.

Sec. 38-155. Prohibition of Illicit Discharges and Illicit Connections.

- (a) Illicit discharges and illicit connections to the city's MS4 are prohibited.
- (b) Failure to report a connection to the city's MS4 or to waters of the United States from industrial activities, commercial entities or construction activities constitutes an illicit connection.
- (c) Failure to report to the city a discharge to the city's MS4 or to waters of the United States from industrial activities, commercial entities or construction activities constitutes an illicit discharge.

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- (d) Any discharge to the city's MS4 or to waters of the United States which is in violation of federal, state or local permits or regulations constitutes an illicit discharge.
- (e) Persons responsible for illicit discharges or illicit connections shall immediately cease the illicit discharge or illicit connection, obtain appropriate approvals from applicable regulatory agencies prior to resuming the discharge or connection, and shall be liable for resulting fines and damages.

Sec. 38-156. Inspection and Monitoring for Compliance.

- (a) City personnel shall be granted access for inspection of facilities discharging or suspected of discharging to the city's MS4 or waters of the United States in order to effectuate the provisions of this article and to investigate violations or potential violations of any of the terms herein.
- (b) All structures, facilities, and activities which allow discharges to the city's MS4, as well as records concerning them, shall be made accessible to the city's personnel for this purpose.

Sec. 38-157. Operational Maintenance of Structures and Other Stormwater Facilities.

- (a) Structural control and other BMPs used for controlling the discharge of pollutants to the city's MS4 or to waters of the United States shall be operated and maintained so as to function in accordance with permitted design and performance criteria and in compliance with federal, state, or local permit conditions and regulations.

Sec. 38-158. Exemptions; Exceptions.

- (a) The following activities shall not be considered an illicit discharge or illicit connection, unless such activities cause, or significantly contribute to, the impairment of the use of the city's MS4 or the violation of the conditions of the city's NPDES permit:
 - (1) Discharges from:
 - a. Water line flushing;
 - b. Flushing of reclaimed water lines;
 - c. Street cleaning;
 - d. Sidewalk/building power washing;
 - e. Construction dust control;
 - f. Landscape, lawn, and irrigation waters;
 - g. Diverted stream flows or lake waters;
 - h. Foundation, footing and roof drains;
 - i. Uncontaminated groundwater infiltration (as defined at 40 Code of Federal Register 35.205(20));
 - j. Discharges from potable water sources;
 - k. Air conditioning condensate or cooling water;
 - l. De-chlorinated swimming pool water;

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- m. Springs;
 - n. Individual residential car washing;
 - o. Flows from riparian habitat and wetlands; and
 - p. Discharges or flow from emergency fire-fighting activities and emergency response activities done in accordance with adopted spill response/action plan.
- (2) Discharges for which all appropriate federal, state, and local permits have been obtained and which are in compliance with the conditions of said permits.

Sec. 38-159. Discharges of Polluting Matter in Stormwater Systems Prohibited.

- (a) It shall be unlawful for any person to drain, deposit, place or otherwise discharge pollutants into any stormwater system within the city, or to cause or permit to be drained, deposited, placed or otherwise discharged into such stormwater systems any organic or inorganic matter which causes pollution, pursuant to the water quality standards established by all applicable regulatory agencies. Polluting matter includes, but is not limited to the following:
- (1) Petroleum products, including, but not limited to, oil, gasoline and grease;
 - (2) Solid waste;
 - (3) Paints;
 - (4) Steam cleaning waste;
 - (5) Pesticides, herbicides or fertilizers;
 - (6) Degreasers, solvents;
 - (7) Sanitary sewage;
 - (8) Chemically treated cooling water;
 - (9) Antifreeze and other automotive products;
 - (10) Lawn clippings, leaves, branches, etc.;
 - (11) Animal carcasses;
 - (12) Recreational vehicle waters;
 - (13) Dyes;
 - (14) Construction materials;
 - (15) Any liquids in quantity or quality which are capable of causing a violation of the city's NPDES stormwater permit; and
 - (16) Solids in such quantities or of such size capable of causing interference or obstruction to the flow in the city's stormwater system.
- (b) It shall be unlawful to wash any public or private streets, building, sidewalks, or parking areas, unless all visible debris and sediments have been removed prior to washing.
- (c) Notwithstanding other requirements of law, as soon as any person has information of any known or suspected release of materials which are resulting or may result in illegal discharges or pollutants discharging into private stormwater management systems, the City of Deltona's MS4, State Waters,

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or Waters of the U.S., said person shall take all necessary steps to ensure the discovery, containment, and reporting of such a release.

Sec. 38-160. Enforcement, Penalties and Legal Proceedings.

- (a) All persons in violation of this regulation shall remedy such violations immediately. All persons in violation shall, in addition to all other required remedial actions, upon detection and/or written notification by the city, provide a written response outlining the temporary and permanent measures that will be taken to correct the violation and a proposed schedule for completion of the corrective measures. All such proposals for corrective action are subject to the approval of the city manager or designee.
- (b) The city code enforcement official is authorized to issue cease and desist orders in the form of written official notices hand delivered or sent by registered mail to the person(s) believed to be responsible for the violation and/or the owner of the property from, or on which the violation is believed to be occurring. Specific activities and operations may be ordered to cease based upon the following conditions:
 - (1) In a situation that may have a serious effect on the health, safety or welfare of the public or the environment, including the quality of stormwater in the city's MS4; or
 - (2) When irreversible or irreparable harm may result, in the reasonable opinion of the city manager or designee, and immediate cessation of the activity is necessary to protect the quality of the stormwater in the city's MS4, the public or the environment.
- (c) Violations of this article are punishable as provided in the city's Part II – Code of Ordinances, Chapter 2, Article II. Nothing herein shall preclude the city from electing one or more of these remedies concurrently.
- (d) Should any person responsible for a violation of this regulation fail to take the remedial action as required by the city, the city may take such remedial action, and all costs incurred by the city shall be the responsibility of the person or persons responsible for the violation, and the city may record a lien against the personal and/or real property of the violators to recover said costs and to collect all fines and penalties imposed.
- (e) In addition to the remedies provided herein, the city may make application to a court of competent jurisdiction for injunctive relief to restrain any person from violating or continuing to violate the provisions of this regulation. In addition, the city may also seek entry of a court order requiring restoration and mitigation of any impacted facilities, land, or waters, and may request any other appropriate legal remedy, including reimbursement of court costs. The city shall be entitled to an award of attorney's fees in prosecuting such actions, together with all attorney's fees and costs on appeal.
- (f) Any fines or other funds received as a result of enforcement action under this regulation and which are not used for the specific purposes enumerated herein shall be deposited into the stormwater utility fund, established under City Code.

Sec. 38-161 - - Sec. 38-169. Reserved.

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ARTICLE VIII. FLORIDA-FRIENDLY FERTILIZER USE ON URBAN LANDSCAPES

Sec. 38-170. Definitions

For this Article, the following terms shall have the meanings set forth in this section unless the context clearly indicates otherwise.

“*Administrator*” means an administrative official of the City of Deltona designated by the City to administer and enforce the provisions of this Article.

“*Application*” or “*Apply*” means the actual physical deposit of fertilizer to turf or landscape plants.

“*Applicator*” means any Person who applies fertilizer on turf and/or landscape plants in the City of Deltona.

“*Approved Best Management Practices Training Program*” means a training program approved per 403.9338 F.S., or any more stringent requirements set forth in this Article that includes the most current version of the Florida Department of Environmental Protection’s “*Florida-Friendly Best Management Practices for Protection of Water Resources by the Green Industries, 2008,*” as revised, and approved by the City of Deltona Administrator.

“*Board or Governing Board*” means the Board of City Commissioners of Deltona, Florida.

“*Best Management Practices*” means turf and landscape practices or combination of practices based on research, field-testing, and expert review, determined to be the most effective and practicable on-location means, including economic and technological considerations, for improving water quality, conserving water supplies and protecting natural resources.

“*Code Enforcement Officer, Official, or Inspector*” means any designated employee or agent of the City of Deltona whose duty it is to enforce codes and ordinances enacted by the City.

“*Commercial Fertilizer Applicator*”, except as provided in 482.1562(9) F.S., means any person who applies fertilizer for payment or other consideration to property not owned by the person or firm applying the fertilizer or the employer of the applicator.

“*Fertilize,*” “*Fertilizing,*” or “*Fertilization*” means the act of applying fertilizer to turf, specialized turf, or landscape plants.

“*Fertilizer*” means any substance or mixture of substances that contains one or more recognized plant nutrients and promotes plant growth, or controls soil acidity or alkalinity, or provides other soil enrichment, or provides other corrective measures to the soil.

“*Groundcover*” means plants used in mass as alternative to turf or lawn and/or to create variety in landscape; usually not having a mature height over two (2) feet tall.

“*Guaranteed Analysis*” means the percentage of plant nutrients or measures of neutralizing capability claimed to be present in a fertilizer.

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“*Heavy Rain*” as defined by the World Meteorological Organization, rainfall greater than or equal to 50mm (2 inches) in a 24 hour period.

“*Institutional Applicator*” means any person, other than a private, non-commercial or a Commercial Applicator (unless such definitions also apply under the circumstances), that applies fertilizer for the purpose of maintaining turf and/or landscape plants. Institutional Applicators shall include, but shall not be limited to, owners, managers or employees of public lands, schools, parks, religious institutions, utilities, industrial or business sites and any residential properties maintained in condominium and/or common ownership.

“*Landscape Plant*” means any native or exotic tree, shrub, or groundcover (excluding turf).

“*Low Maintenance Zone*” means an area a minimum of ten (10) feet wide adjacent to water courses which is planted and managed in order to minimize the need for fertilization, watering, mowing, etc.

“*Person*” means any natural person, business, corporation, limited liability company, partnership, limited partnership, association, club, organization, and/or any group of people acting as an organized entity.

“*Prohibited Application Period*” means the time period during which a Flood Watch or Warning, or a Tropical Storm Watch or Warning, or a Hurricane Watch or Warning is in effect for any portion of the City of Deltona, issued by the National Weather Service, or if heavy rain is likely.

“*Saturated Soil*” means a soil in which the voids are filled with water. Saturation does not require flow. For the purposes of this ordinance, soils shall be considered saturated if standing water is present or the pressure of a person standing on the soil causes the release of free water.

“*Slow Release,*” “*Controlled Release,*” “*Timed Release,*” “*Slowly Available,*” or “*Water Insoluble Nitrogen*” means nitrogen in a form which delays its availability for plant uptake and use after application, or which extends its availability to the plant longer than a reference rapid or quick release product.

“*Turf,*” “*Sod,*” or “*Lawn*” means a piece of grass-covered soil held together by the roots of the grass.

“*Urban landscape*” means pervious areas on residential, commercial, industrial, institutional, highway rights-of-way, or other nonagricultural lands that are planted with turf or horticultural plants. For the purposes of this section, agriculture has the same meaning as in s. 570.02

Sec. 38-171. Findings and Declaration.

As a result of impairment to the City of Deltona’s surface waters caused by excessive nutrients, or, as a result of increasing levels of nitrogen in the surface and/or ground water within the aquifers or springs within the boundaries of the City of Deltona, the governing body of the City of Deltona has determined that the use of fertilizers on lands within the City of Deltona creates a risk to contributing to adverse effects on surface and/or ground water. Accordingly, the governing board of the City of Deltona finds that management measures contained in the most recent edition of the “Florida-friendly Best Management Practices for Protection of Water Resources by the Green Industries, 2008” may be required by this ordinance.

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Sec. 38-172. Applicability.

This Ordinance shall be applicable to and shall regulate any and all applicators of fertilizer and areas of application of fertilizer within the area of the City of Deltona, unless such applicator is specifically exempted by the terms of this Ordinance from the regulatory provisions of this Ordinance. This Ordinance shall be prospective only, and shall not impair any existing contracts.

Sec. 38-173. Timing of Fertilizer Application.

No applicator shall apply fertilizers containing nitrogen and/or phosphorus to turf and/or landscape plants during the Prohibited Application Period, or to saturated soils.

Sec. 38-174. Fertilizer-Free Zones.

Fertilizer shall not be applied within ten (10) feet of any pond, stream, watercourse, lake, canal, or wetland as defined by the Florida Department of Environmental Protection (Chapter 62-340, Florida Administrative Code) or from the top of a seawall, unless a deflector shield, drop spreader, or liquid applicator with a visible and sharply defined edge, is used, in which case a minimum of 3 feet shall be maintained. If more stringent City of Deltona Code regulations apply, this provision does not relieve the requirement to adhere to the more stringent regulations. Newly planted turf and/or landscape plants may be fertilized in this Zone only for a sixty (60) day period beginning 30 days after planting if need to allow the plants to become well established. Caution shall be used to prevent direct deposition of nutrients into the water.

Sec. 38-175. Low Maintenance Zones.

A voluntary ten (10) foot low maintenance zone is strongly recommended, but not mandated, from any pond, stream, water course, lake, wetland or from the top of a seawall. A swale/berm system is recommended for installation at the landward edge of this low maintenance zone to capture and filter runoff. If more stringent City of Deltona Code regulations apply, this provision does not relieve the requirement to adhere to the more stringent regulations. No mowed or cut vegetative material may be deposited or left remaining in this zone or deposited in the water. Care should be taken to prevent the over-spray of aquatic weed products in this zone

Sec. 38-176. Fertilizer Content and Application Rate.

- (a) Fertilizers applied to turf within the City of Deltona shall be formulated and applied in accordance with requirements and directions provided by Rule 5E-1.003(2), Florida Administrative Code, *Labeling Requirements For Urban Turf Fertilizers*.
- (b) Fertilizer containing nitrogen or phosphorus shall not be applied before seeding or sodding a site, and shall not be applied for the first 30 days after seeding or sodding, except when hydro-seeding for temporary or permanent erosion control in an emergency situation (wildfire, etc.), or in accordance with the Stormwater Pollution Prevention Plan for that site.
- (c) Nitrogen or phosphorus fertilizer shall not be applied to turf or landscape plants except as provided in (a) above for turf, or in UF/IFAS recommendations for landscape plants, vegetable gardens, and fruit trees and shrubs, unless a soil or tissue deficiency has been verified by an approved test.

Sec. 38-177. Application Practices/Mode of Application.

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- (a) Spreader deflector shields are required when fertilizing via rotary (broadcast) spreaders. Deflectors must be positioned such that fertilizer granules are deflected away from all impervious surfaces, fertilizer-free zones and water bodies, including wetlands.
- (b) Fertilizer shall not be applied, spilled, or otherwise deposited on any impervious surfaces.
- (c) Any fertilizer applied, spilled, or deposited, either intentionally or accidentally, on any impervious surface shall be immediately and completely removed to the greatest extent practicable.
- (d) Fertilizer released on an impervious surface must be immediately contained and either legally applied to turf or any other legal site, or returned to the original or other appropriate container.
- (e) In no case shall fertilizer be washed, swept, or blown off impervious surfaces into stormwater drains, ditches, conveyances, or water bodies.

Sec. 38-178. Management of Grass Clippings and Vegetative Matter/Debris.

In no case shall grass clippings, vegetative material, and/or vegetative debris be washed, swept, or blown off into stormwater drains, ditches, conveyances, water bodies, wetlands, or sidewalks or roadways. Any material that is accidentally so deposited shall be immediately removed to the maximum extent practicable

Sec. 38-179. Exemptions.

- (a) Sections 38-174, 38-177, 38-178, 38-180 & 38-181 of this article shall not apply to golf courses; provided, however, fertilizer shall not be applied to golf courses in excess of provisions of the Florida Department of Environmental Protection (“FDEP”) document, *BMPs for the Enhancement of Environmental Quality on Florida Golf Courses, January 2007*.
- (b) This article shall not apply to any bona fide farm operation that the City of Deltona is without authority to regulate with regard to fertilizer application pursuant to the Florida Right to Farm Act, Sec. 823.14, et seq., Florida Statutes (2007), or other applicable state law.
- (c) This article shall not apply to sports turf areas at parks and athletic fields.

Sec. 38-180. Training.

- (a) All commercial and institutional applicators of fertilizer within the incorporated area of the City of Deltona, shall abide by and successfully complete the six-hour training program in the “*Florida-friendly Best Management Practices for Protection of Water Resources by the Green Industries*” offered by the Florida Department of Environmental Protection through the University of Florida Extension “Florida-Friendly Landscapes” program, or an approved equivalent.
- (b) Private, non-commercial applicators are encouraged to follow the recommendations of the University of Florida IFAS *Florida Yards and Neighborhoods* program when applying fertilizers.

Sec. 38-181. Licensing of Commercial Applicators.

- (a) Prior to 1 January 2014, all commercial applicators of fertilizer within the incorporated area of the City of Deltona, shall abide by and successfully complete training and continuing education requirements in the “*Florida-friendly Best Management Practices for Protection of Water Resources by the Green Industries*”, offered by the Florida Department of Environmental Protection through the University of Florida IFAS “Florida-friendly Landscapes” program, or an approved equivalent program, prior to obtaining a City of Deltona Local Business Tax Receipt for any category of

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occupation which may apply any fertilizer to turf and/or landscape plants. Commercial Fertilizer Applicators shall provide proof of completion of the program and valid license to the City of Deltona within 180 days of the effective date of this ordinance.

- (b) After 31 December, 2013, all commercial applicators of fertilizer within the incorporated area of the City of Deltona, shall have and carry in their possession at all times when applying fertilizer, evidence of certification by the Florida Department of Agriculture and Consumer Services as a Commercial Fertilizer Applicator per 5E-14.117(18) F.A.C.
- (c) All businesses applying fertilizer to turf and/or landscape plants (including but not limited to residential lawns, commercial properties, and multi-family and condominium properties) must ensure that at least one employee has a “Florida-Friendly Best Management Practices for Protection of Water Resources by the Green Industries” training certificate prior to the business owner obtaining a Local Business Tax Receipt. Owners for any category of occupation which may apply any fertilizer to turf and/or landscape plants shall provide proof of completion of the program and valid license to the City of Deltona.

Sec. 38-182. Enforcement and Penalty.

Funds generated by penalties imposed under this section shall be used by the City of Deltona for the administration and enforcement of section 403.9337, Florida Statutes, and the corresponding sections of this ordinance and to further water conservation and nonpoint pollution prevention activities.

Sec. 38-183—Sec. 38-189. Reserved



AGENDA MEMO

TO: Mayor & City Commission **AGENDA DATE:** 9/16/2013

FROM: William D. Denny, Acting City Manager **AGENDA ITEM:** 8 - D

SUBJECT: Public Hearing - Ordinance No. 13-2013, Amendment to the Bella Vista Business Planned Unit Development (BPUD) Master Development Plan (MDP), at second and final reading (Project No. RZ 13-005).

LOCATION:

The ±12-acre site is located at 120 Howland Boulevard; across from the entrance of WalMart Center near the intersection of Howland Boulevard and SR 415.

BACKGROUND:

In 2008, the City of Deltona adopted Ordinance No. 11-2008 that approved a Business Planned Unit Development (BPUD) for the subject site. The BPUD contemplated a development program on-site for intensive commercial land uses, with several outparcels fronting along Howland Boulevard and a "big box" retail store at the rear of the site. The program included a maximum development potential for ±12 acres, that was supported by an internal roadway network of a "spine road" and drive aisles.

In 2013, the property owner wanted to update the Development Agreement to achieve a more flexible development program to expand the list of permitted uses and prohibited uses, which complement the site at a City gateway. On May 20, 2013, Ordinance No. 10-2013 was adopted by the City Commission that amended the Development Agreement. However, since there was no proposed new development at the time of the written agreement amendment, the original Master Development Plan (MDP) remained in the document, until a new development was proposed.

In July 2013, the City received an application from H.H. Holdings, Inc. (a Halifax Hospital company) to amend and update the MDP to coincide with the Development Agreement. Since the permitted uses were expanded to

include medical office, H.H. Holdings, Inc. is proposing a development program with medical office and support uses on ±8.17 acres, and a ±1.11-acre outparcel and ±2.23 acres of stormwater ponds along the Howland Boulevard frontage. The proposed development program is less intensive than the previously approved plan, but would provide a much needed employment center, especially on the City's east side, and helps to balance the City's overall land use inventory.

The Planning and Zoning Board heard Ordinance No. 13-2013 at the August 21, 2013, meeting and had concerns of providing access to the Leahy property to the southeast, access for the Leahy property from Howland Boulevard, the inclusion of the cross-access easements over the Bella Vista site, as previously shown, and the provision of membership into a property owners association (POA) for maintenance of the "spine road". The Board recommended by a 4 to 1 vote that the City Commission approve Ordinance No. 13-2013.

The following addresses those concerns. The Leahy property currently has a driveway cut along Howland Boulevard for a residential use. Expansion of that driveway or relocation requires a Use Permit from Volusia County that owns and maintains Howland Boulevard. Due to the existing divided median within the Howland Boulevard right-of-way, with no opening, access to that site would be limited to a right-in/right-out movement. Additional access could be provided through the Pell property to the north and through the Bella Vista site through cross-access easements to be established when development is proposed for those sites (Pell and Leahy). However, the Leahy tract has the right to be developed independent of the other sites, as well.

Finally, use of the proposed "spine road" requires the establishment of a POA. The amendment to the Development Agreement in May 2013, removed the City from the obligation of being a party to the POA for the Bella Vista site, as well as the commitment in the 2008 Development Agreement that would have obligated the City to provide impact fee credits for the cost to construct internal roadways. Thus, the original agreement was inconsistent with the City's bond covenant, since transportation impact fees cannot be waived, and would have had a strong financial obligation by the City to reimburse roadway construction costs through impact fee credits and to assist in the maintenance of the internally serving road. Also, the City Commission approved Ordinance No. 13-2013, at first reading, on September 3, 2013.

ORIGINATING DEPARTMENT:

Planning and Development Services

SOURCE OF FUNDS:

N/A

COST:

N/A

REVIEWED BY:

City Attorney, Planning Director, Finance Director

STAFF RECOMMENDATION PRESENTED BY:

Chris Bowley, AICP, Director, Planning and Development Services Department - Staff recommends that the City Commission adopt Ordinance No. 13-2013, to amend the Bella Vista Business Planned Unit Development (BPUD) Development Agreement by providing a revised Master Development Plan (MDP), at second and final reading.

POTENTIAL MOTION:

"I hereby move to adopt Ordinance No. 13-2013, to amend the Bella Vista Business Planned Unit Development (BPUD) Development Agreement by providing a revised Master Development Plan (MDP)", at second and final reading."

AGENDA ITEM APPROVED BY:

William D. Denny, Acting City Manager

ATTACHMENTS:

- Ordinance No. 13-2013
- Amended Master Development Plan
- Staff Report 080713

ORDINANCE NO. 13-2013

AN ORDINANCE OF THE CITY OF DELTONA, FLORIDA, AMENDING THE BELLA VISTA BUSINESS PLANNED UNIT DEVELOPMENT BY CHANGING THE MASTER DEVELOPMENT PLAN FOR THE FOLLOWING DESCRIBED PARCEL, PARCEL# 06-19-32-00-00-0120 THAT PART OF THE WESTERLY 995.4 FT. OF THE N. ½ OF SECTION 6, TOWNSHIP 19 S, RANGE 32 E, VOLUSIA COUNTY, FL, LYING NORTHERLY OF THE NORTHERLY ROW LINE OF HOWLAND BLVD. ALSO KNOWN AS S.R. 444, AS DESCRIBED IN OFFICIAL RECORDS BOOK 2011, PG. 895, OF THE PUBLIC RECORDS OF VOLUSIA COUNTY, FL. LESS AND EXCEPT THEREFROM THE NORTHERLY 552.5 FT. OF THE WESTERLY 552.5 FT. ALSO LESS: THE E. 442.9 FT. OF THE W. 995.4 FT. OF THE N. 531.76 FT. OF THE NW ¼ OF THE NW ¼ OF SECTION 6, TOWNSHIP 19 S, RANGE 32 E, VOLUSIA COUNTY, FL (LESS THE N. 40.00 FOR THE ROAD). AND ALSO LESS: BEGINNING AT THE NW CORNER OF SECTION 6 TOWNSHIP 19 S, RANGE 32 E, RUN S. 28°42'20" E, 1435.98 FT. ALONG THE CENTER LINE OF OLD LAKE HELEN OSTEEN ROAD TO POINT OF BEGINNING: THENCE N. 89°38'40" E 314.89 FT. TO THE W. ROW OF HEATH ROAD; THENCE ALONG SAID ROW S. 00°21'20" E. 310.00 FT. TO THE N. ROW OF HOWLAND BLVD.; THENCE ALONG SAID ROW N. 64°38'20" W. 69.15 FT. TO THE P.C. OF A CURVE CONCAVE TO THE R. WITH A RADIUS OF 1561.19 FT. AND A CENTRAL ANGLE OF 05°58'34" RUN ON THE ARC OF SAID CURVE 164.35 FT.; THENCE OF N. 28°42'20" W. 228.50 FT. TO THE POINT OF BEGINNING.

FINDING CONFORMITY WITH STATE STATUTES AND THE COMPREHENSIVE PLAN OF THE CITY OF DELTONA; PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, the City has received an application to amend the Bella Vista Business Planned Unit Development (BPUD) by replacing the original BPUD Master Development Plan incorporated into the BPUD as part of Ordinance No. 11-2008 with an updated Master Development Plan; and

WHEREAS, the City of Deltona, Florida, and its Land Planning Agency have complied with the requirements of Municipal Home Rule Powers Act, sections 166.011 et seq., Florida Statutes, in considering the proposed BPUD amendment; and

WHEREAS, after said public hearing, the City Commission of the City of Deltona, Florida, has determined that the Bella Vista BPUD will be amended to incorporate a new

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Master Development Plan, and has further determined that said zoning action is consistent with the Comprehensive Plan of the City of Deltona, Florida; and

NOW, THEREFORE, BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF DELTONA, VOLUSIA COUNTY, FLORIDA, AS FOLLOWS:

SECTION 1. That the Bella Vista BPUD located in the City of Deltona, Florida, is hereby amended to incorporate a new Master Development Plan for the following property:

Parcel# 06-19-32-00-00-0120 That part of the Westerly 995.4 ft. of the N. ½ of Section 6, Township 19 S, Range 32 E, Volusia County, FL, lying Northerly of the Northerly ROW line of Howland Blvd. also known as S.R. 444, as described in Official Records Book 2011, Pg. 895, of the Public Records of Volusia County, FL. Less and except therefrom the Northerly 552.5 ft. of the Westerly 552.5 ft. Also Less: The E. 442.9 ft. of the W. 995.4 ft. of the N. 531.76 ft. of the NW ¼ of the NW ¼ of Section 6, Township 19 S, Range 32 E, Volusia County, FL (Less the N. 40.00 for the road). And Also Less: Beginning at the NW corner of Section 6 Township 19 S, Range 32 E, run S. 28°42'20" E, 1435.98 ft. along the center line of Old Lake Helen Osteen Road to the POINT OF BEGINNING: Thence N. 89°38'40" E 314.89 ft. to the W. ROW of Heath Road; thence along said ROW S. 00°21'20" E. 310.00 ft. to the N. ROW of Howland Blvd.; thence along said ROW N. 64°38'20" W. 69.15 ft. to the P.C. of a curve concave to the R. with a radius of 1561.19 ft. and a central angle of 05°58'34" run on the arc of said curve 164.35 ft.; thence of N. 28°42'20" W. 228.50 ft. to the POINT OF BEGINNING.

SECTION 2. This Ordinance is adopted in conformity with and pursuant to the Comprehensive Plan of the City of Deltona, the local government Planning and Land Development Act, Sections 163.161 et. Seq., Florida Statutes, and the Municipal Home Rule Powers Act, Sections 166.011 et. Seq., Florida Statutes.

SECTION 3. Conflicts. Any and all Ordinances or parts of Ordinances in conflict herewith are and the same are hereby repealed.

SECTION 4. Severability. If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, the invalidity shall not affect other

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provisions or applications of the Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared severable.

SECTION 5. Effective Date. This Ordinance shall become effective immediately upon its final passage and adoption.

**ADOPTED BY THE CITY COMMISSION OF THE CITY OF DELTONA,
FLORIDA THIS _____ DAY OF _____ 2013.**

**CITY COMMISSION
CITY OF DELTONA, FLORIDA**

FIRST READING: _____

SECOND READING: _____

**BY: _____
JOHN C. MASIARCZYK, MAYOR**

ATTEST:

**JOYCE RAFTERY, CMC
CITY CLERK**

Approved as to form and legality
for use and reliance by the
City of Deltona, Florida

GRETCHEN R. H. VOSE, CITY ATTORNEY

Memorandum

To: Planning and Zoning Board

From: Chris Bowley, AICP

Date: August 7, 2013

Re: Project No. RZ13-05. Amendment to the BPUD for the property known as Bella Vista Located at 120 Howland Boulevard.

I. SUMMARY OF APPLICATION:

APPLICANT: H. H. Holdings Inc
 C/O Harlan L. Paul Esq.
 142 E New York Ave.
 Deland, FL 32724

Request: The City of Deltona Planning and Development Services Department has received an application from Debarry Holdings Group LLC to amend the BPUD Master Development Plan (MDP).

A. SITE INFORMATION:

1. **Tax Parcel No.:** 9206-00-00-0120
2. **Property Addresses:** 120 Howland Boulevard.
3. **Property Acreage:** ±12 Acres
4. **Property Location:** Located near the northwest corner of the intersection of Howland Blvd and SR 415, across from the Wal-Mart entry road.
5. **Property Legal Description:** 6 19 32 W 995.4 FT OF N 1/2 LYING N OF N R/W LINE OF HOWLAND BLVD EXC N 552.5 FT OF W 552.5 FT & EXC N 531.76 FT OF E 442.9 FT & EXC IRREG PARCEL MEAS 314.89

FT ON N/L & 310 FT ON E/L PER D/C 6066 PG 2300 PER OR 6066 PGS 2292-2293

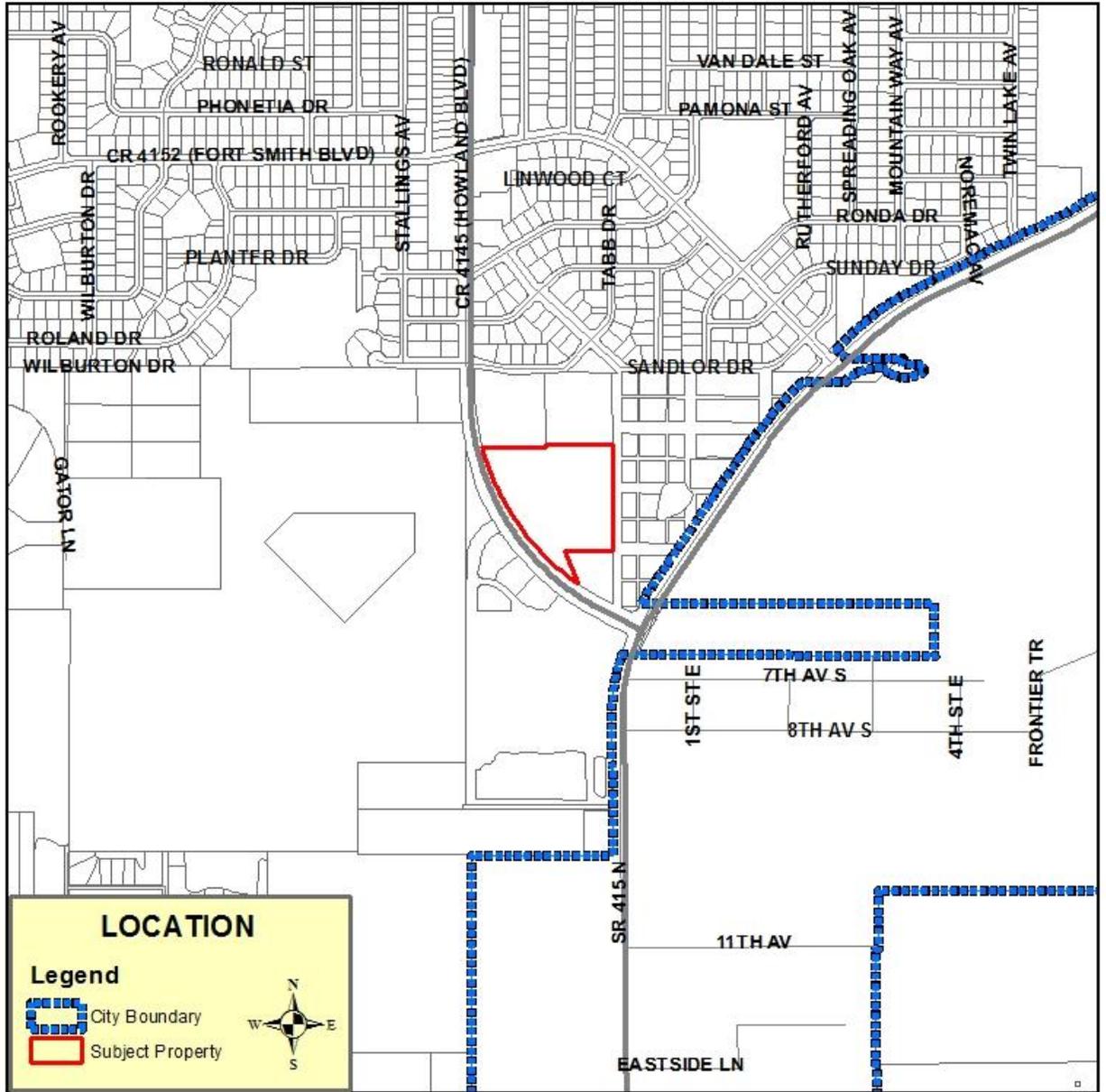


Figure 1: Location map



Figure 2: Aerial Photo

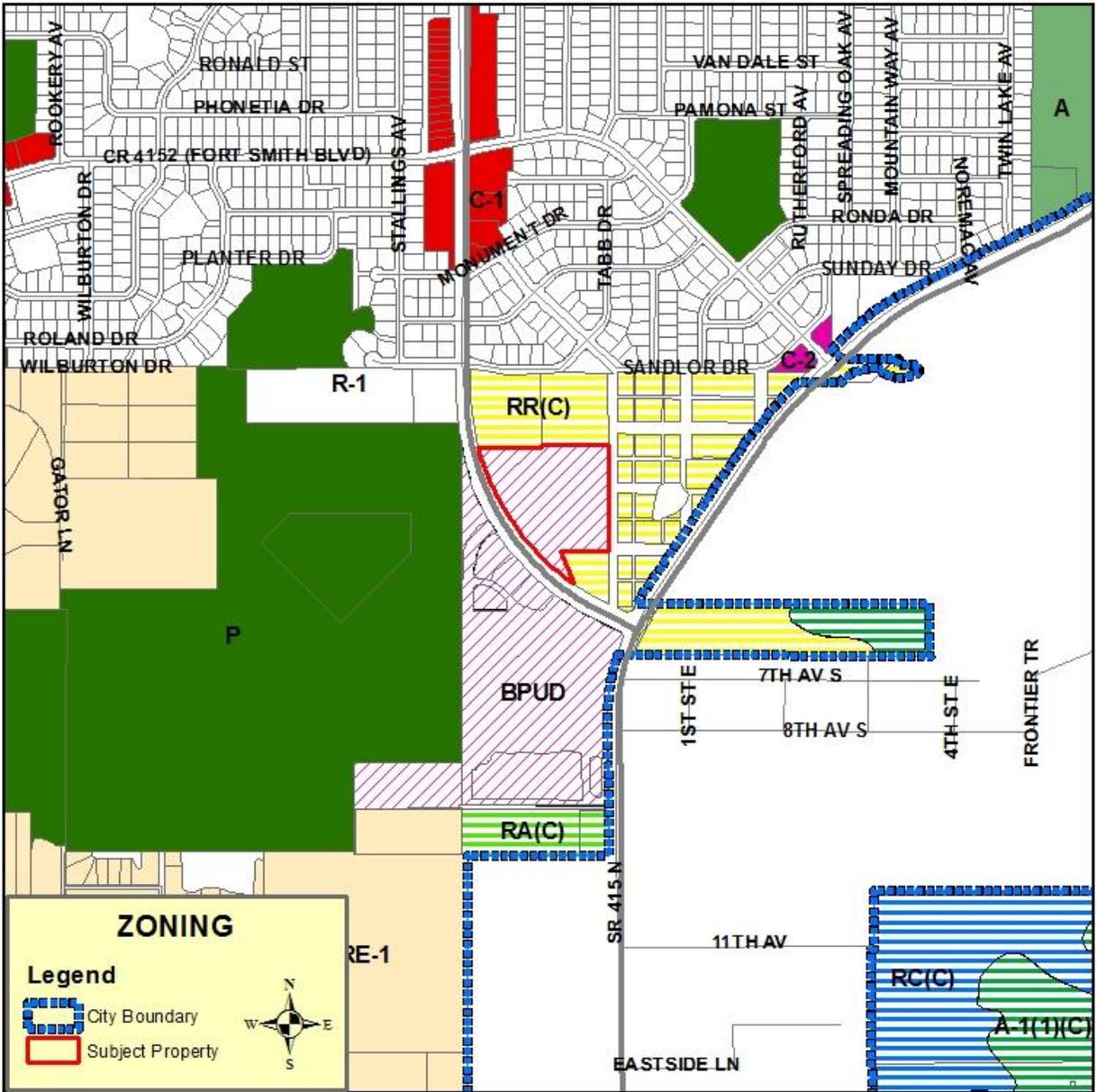


Figure 3: Existing Zoning

B. Existing Zoning:

1. **Subject Property:**
Existing: BPUD
Requested: BPUD, Amending the Development Agreement

2. **Adjacent Properties**
North: VCRR Volusia County Rural Residential
South: BPUD

East: VCRR Volusia County Rural Residential
West: BPUD

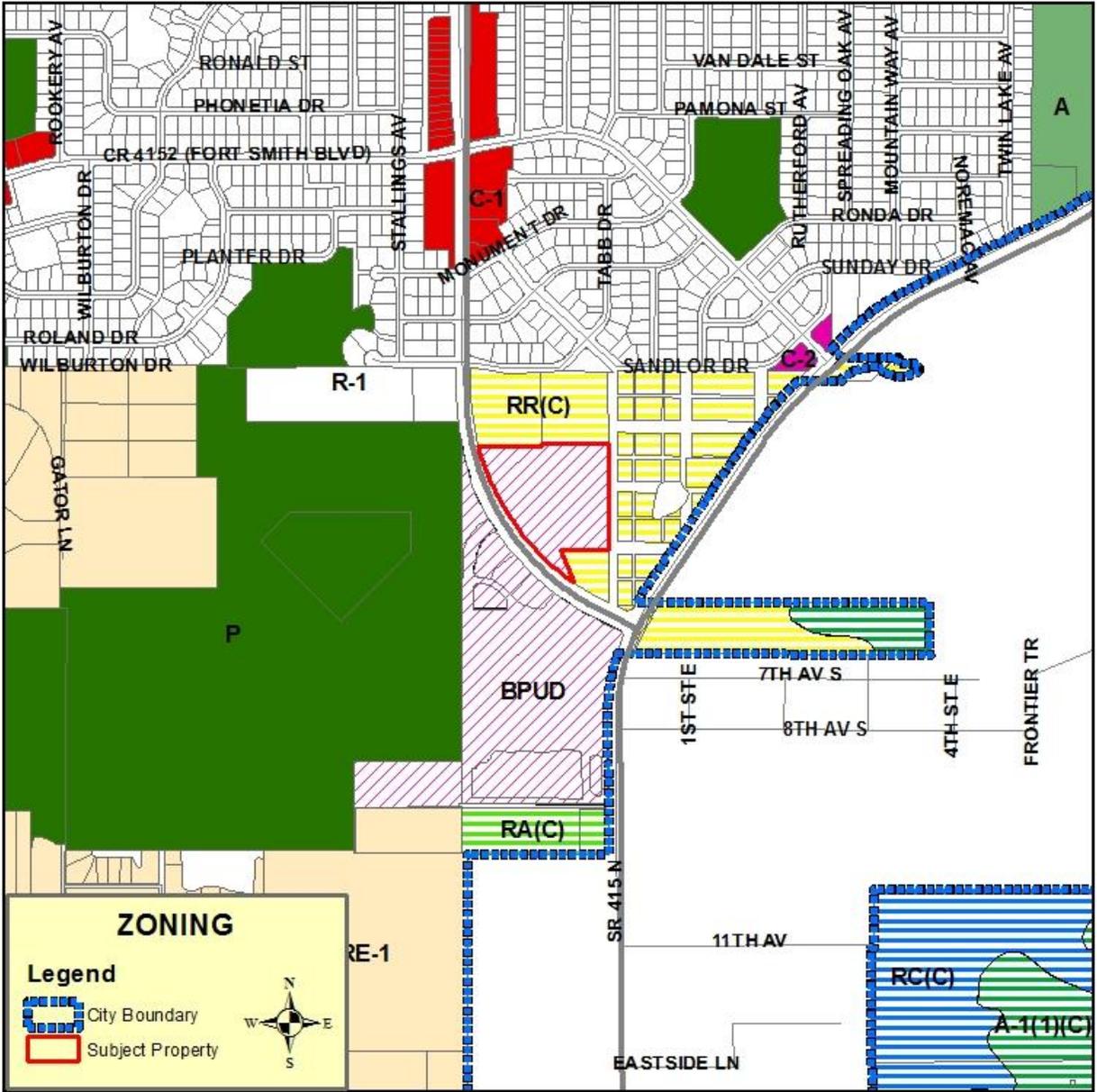


Figure 4: Proposed Zoning

C. Proposed Zoning:

Business Planned Unit Development (BPUD) While the subject property owner has applied for a rezoning, the rezoning event is actually an amendment to Master Development Plan (MPD), facilitating a more accurate development plan, thus increasing the potential to develop the site in the post-recession economy.

D. Back Ground

In 2006, the applicant began the BPUD rezoning process, in the peak of the Florida real estate boom. The original BPUD was approved on June 2nd, 2008 by adoption of Ordinance 11-2008. By this time the nation was in the midst of the great recession, and land values had fallen significantly. The property has yet to develop notwithstanding being located in a strategic area of the City. The approved lifestyle center type format featuring larger retail space with numerous outparcels may have had merit at one time. However, in contemporary times when many retailers have struggled, the concept of extensive retail space anchoring a commercial development is harder to realize.

In February 2013, the applicant applied for an amendment to the BPUD Development Agreement. BPUD was significantly updated to allow for a wider range of uses besides just retail. Other uses that are now part of the revised DA include office and service type activities including medical uses. The amendment also removed the commercial anchor tenant component of the DA. These changes represent an updated use allocation better suited to the new economic paradigm. The Commission approved this amendment May 20th, 2013. However, a May 20th amendment to the Bella Vista BPUD was approved by the City Commission with the understanding that the BPUD would be updated when an appropriate development emerged. As has been reported in the local press, Halifax Hospital is looking at this site. Halifax has entered into a contract to buy the property and is the applicant requesting the amendment to the BPUD. This is evident by the medical office uses earmarking the majority of the property on the updated MDP.

The MDP is a generalized depiction of uses, infrastructure, and open space areas. The MDP depicts to two large parcels flanking in internal road that are labeled as “medical office”. Another parcel is earmarked for future development at the intersection of Howland and the internal road. This parcel could be used for any of the uses described in the Bella Vista BPUD Developers Agreement. The plan shows access directly across from the existing signalized Wal-Mart drive and cross-access to the properties east of the site.

As has been stated, the MDP is a generalized depiction of anticipated site development and is a requirement of a Planned Unit Development. Exact dimensions will be made during the Plat process. In addition, detailed infrastructure, parking, building location and mass , open space and natural resource protection requirements, landscaping, buffering, traffic circulation, ect... will be determined during the site plan review process.

E. Support Information

Public Facilities

- a. Potable Water: to be supplied by Deltona Water
- b. Sanitary Sewer: to be supplied by Deltona Water
- c. Fire Protection: City Fire Station 62
- d. Law Enforcement: Volusia County Sheriff's Office (VCSO)
- e. Electricity: Florida Power and Light (FP&L)

F. **Matters for Consideration** – Section 110-1101, Code of City Ordinances, states that the City shall consider the following matters when reviewing applications for amendments to the Official Zoning Map:

1. Whether it is consistent with all adopted elements of the Comprehensive Plan.

The City is underserved by commercial uses and there is a significant land use imbalance between residential and non-residential land uses. To respond to this situation, the Comprehensive Plan contains policies that encourage a diversification of land uses within the City. The revised MDP is meant to simplify the BPUD, making it more viable and less likely to become obsolete. Therefore, the proposal to update the MDP would be consistent with the Comprehensive Plan.

2. Its impact upon the environment or natural resources.

The property is largely undeveloped; the subject property has one house and was formerly used for agricultural activities. The land is located on the Deland Ridge. The soil is predominately Astatula Fine Sand with a small portion of Cassia Fine Sand.

According to the September 2011 FEMA flood zone maps; the subject property is not located within a 100 year floodplain.

The site is ±12 acres and may as habitat for small wildlife. Large animals such as bears, deer, or wild pigs most likely do not use the site. Gopher tortoises are associated with the site, and the tortoises within the development will have to be relocated following state and federal permitting procedures.

3. Its impact upon the economy of any affected area.

The proposed impact upon the local economy would likely be the creation of temporary construction jobs and longer term service oriented and professional jobs. Also, if the property does develop with an office capacity under the proposed zoning, such development would help diversify the City tax base.

4. Notwithstanding the provisions of Article XIV of the Land Development Code, Ordinance No. 92-25 [Chapter 86, Code of Ordinances] as it may be amended from time to time, its impact upon necessary governmental services such as schools, sewage disposal, potable water, drainage, fire and police protection, solid waste or transportation systems.

- a. Schools: The Volusia County School Board staff has indicated that this rezoning will not affect local schools.
- b. Sewage Disposal: The site will be served by City sewer, capacity will be available.
- c. Potable Water: Deltona Water will serve the site and sufficient potable water capacity is available.
- d. Drainage: All site related stormwater runoff will be managed on-site and all stormwater management facilities will be constructed in accordance with the necessary requirements of the City's Land Development Code and other permitting agencies.
- e. Transportation Systems: The subject project will have access from the Howland Blvd, sharing the same intersection with the Wal-Mart Plaza. A cross-access agreement will allow for a right in/right out on SR415 in the Future. The Original BPUD required a TIA and staff has found that the revisions to the MDP would not conflict with the methodology or findings of this report.

5. Any changes in circumstances or conditions affecting the area.

The most significant change affecting the area is the four (4) lane improvement to SR415. The State is in the early phases of construction and about is 25%

complete. The improved highway will carry more traffic and result in greater access to the area. This improved access may lead to more businesses associated with the intersection of SR415 and Howland Boulevard.

6. Any mistakes in the original classification.

No known mistakes

7. Its effect upon the public health, welfare, safety or morals.

Staff finds that the BPUD will have no negative effects on the public welfare, safety, or morals of the City.

CONCLUSION/STAFF RECOMMENDATION

The MDP modification further enhances the recent DA amendment by simplifying the development pattern and allowing greater use of the property. This should facilitate actual development of the property in a manner that will provide goods, services and jobs for the City. Therefore, staff recommends approval of the revised MDP and BPUD.



AGENDA MEMO

TO: Mayor & City Commission **AGENDA DATE:** 9/16/2013

FROM: William D. Denny, Acting City Manager **AGENDA ITEM:** 10 - A

SUBJECT: Request for Approval of Award of RFQ # PW 13-14. for Construction Engineering and Inspection (CEI) Services for the construction of the Eastern Water Reclamation Facility.

LOCATION:

Eastern Water Reclamation Facility Site, 301 11th Avenue, Deltona, Florida

BACKGROUND:

The Public Works Department requested Statements of Qualifications from Engineering Firms for Services in accordance with the Consultants' Competitive Negotiation Act, F.S. Chapter 287.055 following the guidelines as set forth under the act. Because this is a project that exceeds the \$2,000,000.00 threshold, established by F.S. Chapter 287.055, a standalone solicitation for qualifications was requested from Engineering Firms to perform services related to the Construction Engineering and Inspection (CEI) Services for the Eastern Water Reclamation Facility project.

A Selection Committee was established to evaluate the responses received from Engineering firms. After a complete review of the submittals received, the Selection Committee determined which firms were the most highly qualified in their ranking order. They are as follows:

1. Baskerville-Donovan, Inc.
2. CPH, Inc.

The ranking was based on the qualifications and experience of Baskerville-Donovan and the understanding of the project considering they are the Engineer of Record. Additionally, it should be noted that Baskerville-Donovan has teamed up with Quentin L. Hampton Associates, an engineering firm in Volusia County, for this project. Quentin L. Hampton have also has been involved with the design of the Eastern Water Reclamation Facility. The Baskerville-Donovan / Quentin L.

Hampton team was seen by the Selection Committee as the best firm to provide the desired engineering skills to perform these services and ensure quality construction of the Eastern Water Reclamation Facility.

At the September 3, 2013 City of Deltona Commission meeting, the City Commission certified the ranking established by the Selection Committee and authorized staff to enter into negotiations with the top ranking firm, Baskerville-Donovan, Inc., to perform the services of CEI for this project.

As part of this contract, the Baskerville-Donovan / Quentin L. Hampton team will be providing full time, daily management and oversight of the construction of the Eastern Water Reclamation Facility. This shall include, but is not limited to general construction engineering, shop drawing reviews, construction and architectural inspection services, sampling and testing, utility coordination, final inspections and start up certification. The duration of the contract will be for 750 days.

A breakdown of the tasks to be performed can be found within their pricing proposal. This pricing proposal was based on hourly rates for the entire duration of the contract. Staff have reviewed and analyzed their proposal and found that their proposed pricing is well within the average of other engineering firms as compared to other current engineering contracts for the same type of service. The total proposed price is 6% of the General Contractors bid price to construct the Eastern WRF. Typically, the costs associated with CEI services are 5% to 10% of a General Contractors awarded contract to perform construction services. The Baskerville-Donovan proposal is well below the 8.5% cap established by the State Revolving Fund (SRF) loan agreement between the State of Florida and the City of Deltona.

ORIGINATING DEPARTMENT:

Public Works/Deltona Water

SOURCE OF FUNDS:

Florida State Revolving Fund (SRF) Loan - \$29,000,000 and Florida Senate Bill 1500 - \$500,000

COST:

\$1,450,239.00

REVIEWED BY:

Public Works Director, Acting City Manager, City Attorney, Finance Director

STAFF RECOMMENDATION

Gerald Chancellor, Public Works Director - To approve

PRESENTED BY:

award of RFQ # PW 13-14 for Construction Engineering and Inspection (CEI) Services for the construction of the Eastern Water Reclamation Facility to Baskerville-Donovan, Inc. at a total cost of \$1,450,239.00.

POTENTIAL MOTION:

"I move to approve award of RFQ # PW 13-14 for Construction Engineering and Inspection (CEI) Services for the construction of the Eastern Water Reclamation Facility to Baskerville-Donovan, Inc. at a total cost not to exceed \$1,450,239.00."

AGENDA ITEM APPROVED BY:

William D. Denny, Acting City
Manager

ATTACHMENTS:

- Agreement
- Agreement - Exhibit A
- Agreement - Exhibit B
- Agreement - Exhibit C

**AGREEMENT BETWEEN
CITY OF DELTONA, FLORIDA AND
BASKERVILLE-DONOVAN, INC.
FOR CONSTRUCTION ENGINEERING AND INSPECTION SERVICES
PER RFQ # PW 13-14**

THIS AGREEMENT is made and entered into this ____ day of _____, 2013 by and between the CITY OF DELTONA, a municipality of the State of Florida, whose address is 2345 Providence Boulevard, Deltona, Florida 32725, hereinafter called the "City" and BASKERVILLE-DONOVAN, INC., duly authorized to conduct business in the State of Florida, whose principal address is 7155 Murrell Road, Suite 101, Melbourne, Florida, 32940, hereinafter called the "Engineer".

WHEREAS, the City has publicly submitted Request for Qualifications (RFQ) No. PW 13-14 for procurement of services under the Consultants' Competitive Negotiation Act, section 287.055, Florida Statutes, following the guidelines set forth under such Act; and

WHEREAS, RFQ No. PW 13-14 did seek firms or individuals qualified to provide construction engineering and inspection services for the Eastern Water Reclamation Facility; and

WHEREAS, the Engineer desires to perform such services subject to the terms of this Agreement; and

NOW, THEREFORE, IN CONSIDERATION of the mutual terms, understandings, conditions, premises, covenants and payment hereinafter set forth, and intending to be legally bound, the parties hereby agree as follows:

Article 1. Recitals

1.1 The foregoing recitals are true and correct and incorporated herein by reference.

Article 2. Scope of Professional Services

2.1 Pursuant to the terms and conditions set forth in this Agreement, City hereby engages Engineer to provide professional construction engineering and inspection services related to the Eastern Water Reclamation Facility per RFQ No. PW 13-14, attached hereto and incorporated herein by reference.

2.2 The services, as described in Exhibit A of RFQ No. PW 13-14, to be rendered by the Engineer, shall commence upon issuance of a Notice to Proceed and be completed within 750 days.

2.3 The Engineer shall coordinate, cooperate, and work with any other Engineer retained by the City. Engineer acknowledges that nothing herein shall be deemed to preclude the City from retaining the services of other persons or entities undertaking the same or similar services as those undertaken by the Engineer or from independently developing or acquiring materials or programs that are similar to or competitive with, the services provided under this Agreement.

2.4 Engineer shall be responsible for obtaining all required federal, state or local permits required to complete the scope of work under this agreement.

2.5 Engineer shall be responsible for coordination with 3rd party utility companies affected by the construction of the Eastern Water Reclamation Facility as it pertains to the installation of utilities.

Article 3. Payment

3.1 Payment shall be based upon the negotiated lump sum as set forth in Exhibit A, attached hereto and incorporated herein by reference.

3.2 Invoices shall be submitted in duplicate to the City of Deltona, Accounts Payable, 2345 Providence Blvd., Deltona, FL 32725. Each invoice shall contain the purchase order number and a detailed description of services and fees.

3.3 The City shall make payment on all invoices in accordance with the Florida Prompt Payment Act, sections 218.70 through 218.79, Florida Statutes.

3.4 City shall make progress payments on account of the Contract Price on the basis of Engineer monthly Applications for Payment, as recommended by the City, which shall be submitted by the Engineer between the first (1st) and the tenth (10th) day after the end of each calendar month for which payment is requested. All progress payments will be made on the basis of the progress of the Work completed and accepted by the City.

3.5 The Engineer shall not be entitled to payment for any other expenses, fees, or other costs it may incur at any time and in any connection with its performance hereunder other than those fees as stated in Exhibit A. The Engineer hereby agrees that the total cost, as stated in Exhibit A, is inclusive of all overhead and administrative expenses.

3.6 In the event a specific project is to be funded by state or federal monies, the Engineer hereby agrees to comply with all requirements of the state or federal government applicable to the use of the monies, including receiving no payment until all required forms are completed, submitted, and approved by the City.

Article 4. City Responsibilities

4.1 City shall promptly review the deliverables and other materials submitted by Engineer and provide direction to Engineer as needed. City shall designate one City staff member to act as City's Project Administrator and/or Spokesperson.

4.2 The City will provide to the Engineer all necessary and available GIS data, data developed and/or within the possession of the City, and any other data the City possesses that would be useful to the Engineer in the completion of the required services.

Article 5. Special Terms and Conditions

5.1 Qualifications. Firms or individuals shall be registered with the State of Florida and have obtained at least the minimum thresholds of education and professional experience required by Florida Statutes to perform the services contained herein.

5.2 Termination. This Agreement may be terminated by the City upon thirty (30) days advance written notice to the other party; but if any work is in progress but not completed as of the date of termination, then this Agreement may be extended upon written approval of the City until said work is completed by the Engineer and accepted by the City.

- A. Termination for Convenience. In the event this Agreement is terminated or cancelled upon the request and for the convenience of City, City shall reimburse Engineer for actual work satisfactorily completed.
- B. Termination for Cause. If the termination of this Agreement is due to the failure of the Engineer to fulfill his contractual obligations, City shall reimburse Engineer for actual work satisfactorily completed, and City may take over the work and prosecute the same to completion by Agreement or otherwise.
- C. In the event of termination of this Agreement, all work, reports, designs, drawings, renderings and other work product produced by Engineer in connection with the project shall be returned to the City and become and remain the property of the City. Engineer shall not use any part thereof without written consent of the City.

5.3 Assignment. This Agreement may not be assigned or transferred in any manner by Engineer and any such assignment is expressly prohibited. Any attempt to assign this Agreement shall render this Agreement null and void.

5.4 Insurance and Bond. Engineer shall provide and maintain, during the entire term of this Agreement, insurance in the following types and limits with a company or companies authorized to do business in the State of Florida. Engineer shall not commence work under the Agreement until City has received an acceptable certificate or certificates of insurance and endorsement evidencing the required insurance, which is as follows:

(A) Professional liability (medical malpractice, engineers, architect, environmental, errors and omissions, etc.) insurance as applicable, with minimum limits of \$1,000,000. Professional liability insurance shall be maintained for at least one year from the termination of the Agreement.

(B) General Liability insurance on forms no more restrictive than the latest edition of the Commercial General Liability policy (CG 00 01 or CG 00 02) of the Insurance Services Office or equivalent without restrictive endorsements, with the following minimum limits and coverage limits fully available during the entire contract period:

General Liability	
Each Occurrence/General Aggregate	\$5,000,000
Products-Completed Operations	\$1,000,000
Personal & Adv. Injury	\$1,000,000
Contractual Liability	\$1,000,000
Fire Damage	\$50,000
Medical Expense	\$5,000

(C) Automobile liability insurance, including owned, non-owned and hired autos with the following minimum limits and coverage:

Combined Single Limit	\$5,000,000
Or	
Bodily Injury (per person)	\$1,000,000
Bodily Injury (per accident)	\$1,000,000
Property Damage	\$100,000

(D) Workers' compensation insurance in accordance with Florida Statute, Chapter 440, and/or any other applicable law requiring workers' compensation (Federal, maritime, etc).

(E) Errors and Omissions

Aggregate	\$1,000,000
Each Occurrence	\$3,000,000

(1) **City of Deltona shall be named and endorsed as an additional insured on the General liability policy.**

(2) The General Liability policy is to contain or be endorsed to name the City, its officers, officials and employees as additional insureds as respects to the liability arising out of the activities performed under this Agreement. Such coverage shall be primary to the extent of Engineers negligent acts or omissions or willful misconduct, and shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability. In addition, a waiver of subrogation by the commercial liability insurer shall be provided that lists or names the additional insured as subject to the waiver. Coverage shall be on an "occurrence" basis and not "claims made".

(3) Certificates of insurance shall provide for a minimum of thirty (30) days prior written notice to the City of any material change or cancellation of the required insurance, with ten (10) day written notice of cancellation due to non-payment of premium.

(4) Certificates of insurance shall identify the RFQ number, contract, project, etc. in the Description of Operations section of the Certificate.

(5) Engineer shall be responsible for subcontractors and their insurance.

(6) The Certificate holder section of each policy shall state: CITY OF DELTONA, A MUNICIPALITY OF THE STATE OF FLORIDA, 2345 PROVIDENCE BOULEVARD, DELTONA, FLORIDA 32725.

(7) Engineer shall be solely responsible for all deductibles and self-insurance retention on Engineer Liability Insurance policies. All of the policies of insurance so required to be purchased and maintained shall contain a provision or endorsement that the coverage afforded shall not be canceled, materially changed or renewal refused without thirty (30) calendar days written notice, or without ten (10) days written notice of cancellation due to non-payment of premium, being given to City by certified mail.

5.5 Indemnity. Engineer shall indemnify and hold City and its agents, officers, commission, or employees harmless for any damages resulting from failure of Engineer to take out and maintain the above insurance. Additionally, Engineer agrees to indemnify, defend and hold the City, and its officers, commission, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional and attorney fees, court costs, other expenses and liabilities to the extent resulting from the negligent act, error or omission of Engineer, its agents, employees or representative, in the performance of Engineer's

duties set forth in this Agreement, including any act alleged to give rise to an action in inverse condemnation.

5.6 Independent Contractor. Engineer agrees that it shall be acting as an independent contractor and shall not be considered or deemed to be an agent, employee, joint venturer, or partner of City. Engineer shall have no authority to contract for or bind City in any manner and shall not represent itself as an agent of City or as otherwise authorized to act for or on behalf of City.

5.7 Ownership of Deliverables.

(a) Title to all plans, drawings, specifications, ideas, concepts, designs, sketches, models, programs, software, reports or other tangible work product produced by Engineer pursuant to this Agreement shall be and remain the sole and exclusive property of City when produced. Engineer shall deliver all such original work product to City upon completion thereof unless it is necessary for Engineer, in City's sole discretion to retain possession for a longer period of time.

(b) City exclusively retains all manufacturing rights to all materials or designs developed under this Agreement. To the extent the services performed under this Agreement produce or include copyrightable or patentable materials or designs, such materials or designs are work made for hire for City as the author, creator, or inventor thereof upon creation, and City shall have all rights therein including, without limitation, the right of reproduction, with respect to such work. Engineer hereby assigns to City any and all rights Engineer may have including, without limitation, the copyright, with respect to such work. The Engineer acknowledges that City is the motivating factor for and for the purpose of copyright or patent has the right to direct and supervise the preparation of such copyrightable or patentable materials or designs.

(c) The documents, reports, plans, plats, and similar materials provided or created by Engineer are public records and Engineer shall abide by applicable requirements of Florida law. Engineer shall notify the City within 24 hours of receiving the request to release the information concerning the subject project to a member of the media and/or to the public. The City's notification shall to the extent possible provide the name, date, time and type of information requested to be released prior to the Engineer's release or disclosure of information to the media or to the public.

5.8 Return of Materials. Upon the request of the City, but in any event upon termination of this Agreement, Engineer shall surrender to the City all memoranda, notes, records, drawings, manuals, computer software, and other documents or materials pertaining to the services hereunder, that were furnished to the Engineer by the City pursuant to this Agreement. Engineer may keep copies of all work products for its records.

5.9 NO CLAIM FOR DAMAGES OR ANY CLAIM OTHER THAN FOR AN EXTENSION OF TIME SHALL BE MADE OR ASSERTED AGAINST THE CITY BY REASON OF ANY DELAYS. No interruption, interference, inefficiency, suspension or delay in the commencement or progress of the work from any cause whatsoever, shall relieve the Engineer of his duty to perform or give rise to any right to damages or additional compensation from the City. The Engineer expressly acknowledges and agrees that the Engineer shall receive no damages for delay. The Engineer's sole remedy, if any, against the City shall be the right to seek an extension to the contract time.

5.10 Retaining Other Engineers. Nothing herein shall be deemed to preclude the City from retaining the services of other persons or entities undertaking the same or similar services as those undertaken by the Engineer or from independently developing or acquiring materials or programs that are similar to or competitive with, the services provided under this Agreement.

5.11 Accuracy. The Engineer is responsible for the professional quality, technical accuracy, timely completion and coordination of all the services furnished hereunder. The Engineer shall, without additional compensation, correct or revise any errors, omissions or other deficiencies in its designs, drawings, reports or other services.

5.12 Codes and Regulations. All work completed under this Agreement shall at all times comply with all applicable federal, state and local statutes, codes, regulations and ordinances.

5.13 Public Entity Crimes. A person or affiliate who has been placed on the convicted vendor list following a conviction of a public entity crime may not be awarded or perform work as a contractor, supplier, subcontractor, or engineer under a contract with any public entity in excess of the threshold amount provided in Florida Statutes, section 287.017 for Category Two for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.

5.14 Prohibition against Contingent Fees. Engineer warrants that they have not employed or retained any company or person, other than a bona fide employee working solely for the Engineer to solicit or secure this Agreement and that they have not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the Engineer, any fee, commission, percentage, gift or other consideration contingent upon or resulting from the award or making of this Agreement.

5.15 Public Records. The Engineer shall allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by the Engineer in conjunction with this Agreement. Specifically, the Engineer shall:

- (a) Keep and maintain public records that ordinarily and necessarily would be required by the City in order to perform the service.
- (b) Provide the public with access to public records on the same terms and conditions that the City would provide the records and at a cost that does not exceed the cost provided in state law or as otherwise provided by law.
- (c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.
- (d) Meet all requirements for retaining public records and transfer, at no cost, to the City all public records in possession of the Engineer upon termination of the Agreement and destroy and duplicate public records that are exempt or confidential and exempt from the public records disclosure requirements. All records stored electronically must be provided to the City in a format that is compatible with the information technology system of the City.

5.16 Key Personnel. The Engineer agrees that the following Key Personnel shall be assigned to this work for the term of this Agreement:

<u>Title</u>	<u>Individual</u>
Project Manager	Thomas Vill, P.E.
Engineer of Record – Mechanical	Keith Hill, P.E.
Engineer of Record – Structural	Tom Williams, P.E.
Engineer of Record – Electrical/I&C	Michael Rhodes, P.E.
Engineer of Record – Civil	Ken Good, P.E.
Engineer of Record – Reclaimed Water	Brad Blais, P.E.

- (a) Unless the City Representative agrees in writing to the substitutions of another individual, which agreement shall not be unreasonably withheld, the Engineer agrees that the Key Personnel identified shall devote whatever time is required to satisfactorily complete the services to be provided and performed by the Engineer under this Agreement.
- (b) The Engineer agrees, within fourteen (14) calendar days of receipt of a written request from the City, to remove and replace Key Personnel or any other personnel employed or retained by the Engineer, or any sub-consultant or sub-contractor or any personnel of any such sub-consultant or sub-contractor engaged by the Engineer to provide and perform services or work pursuant to the requirements of the Agreement, whom the City shall request in writing to be removed, which request may be made by the City with or without cause.

- (c) In the event the Engineer files for bankruptcy, or is unable to perform its duties and services under this Agreement, for any reason whatsoever, this Agreement will be assigned in its entirety to another Engineering firm of the City's choice.

Article 6. General Conditions

6.1 This Agreement is made under, and in all respects shall be interpreted, construed, enforced, and governed by and in accordance with, the laws of the State of Florida. Venue for any legal action resulting from this Agreement shall lie solely in Volusia County, Florida.

6.2 Neither Party may assign any rights or obligations under this Agreement to any other party unless specific written permission from the other party is obtained.

6.3 The captions utilized in this Agreement are for the purposes of identification only and do not control or affect the meaning or construction of any of the provisions hereof.

6.4 This Agreement shall be binding upon and shall inure to the benefit of each of the parties and of their respective successors and permitted assigns.

6.5 This Agreement may not be amended, released, discharged, rescinded or abandoned, except by a written instrument duly executed by each of the parties hereto.

6.6 The failure of any party hereto at any time to enforce any of the provisions of this Agreement will in no way constitute or be construed as a waiver of such provision or of any other provision hereof, nor in any way affect the validity of, or the right thereafter to enforce, each and every provision of this Agreement.

6.7 During the term of this Agreement Engineer assures City that it is in compliance with Title VII of the 1964 Civil Rights Act, as amended, and the Florida Civil Rights Act of 1992, in that Engineer does not on the grounds of race, color, national origin, religion, sex, age, disability or marital status, discriminated in any form or manner against Engineer employees or applicants for employment. Engineer understands and agrees that this Agreement is conditioned upon the veracity of this statement of assurance.

Article 7. Severability and Notice

7.1 The invalidity or unenforceability of any particular provision of this Agreement shall not affect the other provisions hereof, and this Agreement shall be construed in all respects as if such invalid or unenforceable provisions were omitted.

7.2 Wherever provision is made in this Agreement for the giving, service or delivery of any notice, statement or other instrument, such notice shall be in writing and shall be deemed to have been duly given, served and delivered, if delivered by hand or mailed by United States registered or certified mail or sent by facsimile, addressed as follows:

<p>If to Engineer: Tom Vill Executive Vice President Baskerville-Donovan, Inc. 7155 Murrell Road, Suite 101 Melbourne, Florida 32940</p>	<p>If to City: Gerald Chancellor, P.E. Public Works Director City of Deltona 2345 Providence Blvd. Deltona, Florida 32725</p>
---	--

Each party hereto may change its mailing address by giving to the other party hereto, by hand delivery, United States registered or certified mail notice of election to change such address.

Article 8. Scope of Agreement

8.1 This Agreement is intended by the parties hereto to be the final expression of their Agreement, and it constitutes the full and entire understanding between the parties with respect to the subject hereof, notwithstanding any representations, statements, or agreements to the contrary heretofore made.

8.2 This Agreement contains the following Exhibits:

<p>Exhibit A Exhibit B Exhibit C</p>	<p>Proposed Cost for Services Original RFQ and Scope of Work Submitted Qualifications Statement</p>
--	---

(REMAINDER OF PAGE INTENTIONALLY LEFT BLANK)

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement for the purposes stated herein.

ATTEST:

ENGINEER:

Secretary

President

(CORPORATE SEAL)

Date

ATTEST:

CITY OF DELTONA

JOYCE RAFTERY
Deputy City Clerk

WILLIAM "DAVE" DENNY
Acting City Manager

Date

Approved as to Form and Legality:

GRETCHEN R.H. VOSE
City Attorney

September 5, 2013

City of Deltona
Public Works Division
C/O Brian Boehs
Purchasing Agents Office
255 Enterprise Road
Deltona, FL 32725

RE: RFQ NO: PW 13-14 Construction, Engineering and Inspection (CEI) Services for the Eastern Water Reclamation Facility (WRF)

Dear Mr. Boehs,

Baskerville-Donovan, Inc. (BDI) is pleased to provide the attached Cost Proposal for Construction, Engineering, and Inspection (CEI) Services for the Eastern Water Reclamation Facility (WRF). Our Team is very appreciative of the time and commitment invested by the City's Selection Committee in reviewing our qualifications and interview. We are very proud that after a thorough review, the City's Selection Committee identified the BDI Team as the best to provide CEI Services on this important project.

Our Team appreciates the opportunity to continue to serve the City on this critically important project. Please let me know if you have any questions or need any additional information.

Sincerely,
BASKERVILLE-DONOVAN, INC.



Thomas M. Vill, P.E., AICP
Vice President & Regional Manager

9/5/2013

CITY OF DELTONA EASTERN WWTP PROJECT

Exhibit 'A'

**Proposal for Engineering Services
for the City of Deltona
Eastern Wastewater Treatment Project**



<i>Engineering Services</i>	Total
Task 1 - Project Coordination/Communication	183,129
Task 2 - Construction Contract Administration	124,781
Task 3 - Construction Engineering Services	197,621
Task 4 - Resident Project Representative Services	385,370
Task 5 - Quality Assurance/Quality Control	48,804
Task 6 - Engineer of Record Services	258,845
Task 7 - Plant Start-up & Commissioning	98,892
Task 8 - Utility Coordination	31,331
Task 9 - Sampling & Testing	58,569
Task 10 - Funding Assistance	18,445
Task 11 - Agreement Management	44,452
TOTAL FEE	\$1,450,239

EXHIBIT "B"
SCOPE OF SERVICES TO BE PERFORMED BY ENGINEERING FIRM

The Scope of Services for this project will be to provide Construction Engineering and Inspection (CEI) Services for a future Water Reclamation Facility project located on the east side of SR 415 in Deltona, Florida. The contract will remain open until all work is completed and accepted by the City. The Consultant's work shall include the following tasks, but not be limited to:

- A.** Consultant shall provide daily management and oversight of all site and building construction related activities.
- B.** Provide full-time, daily construction oversight and management of the project.
- C.** Monitor construction work for compliance with contract, specifications and all construction documents.
- D.** Provide quality assurance and project acceptance.
- E.** Assist with any defense and negotiations of claims.
- F.** Participate in all construction planning and progress meetings.
- G.** Monitor the processing of shop drawings to ensure that it follows the schedule submitted by the contractor.
- H.** Assist the City of Deltona and contractor in securing building permits and approvals for construction.
- I.** Review the daily quality control inspection reports to ensure all tests required by the specifications and drawings are performed.
- J.** Assist the City of Deltona in determining that all building department inspections are conducted in a timely and efficient manner.
- K.** Recommend rejection of all construction work or materials that do not comply with the contract requirements.
- L.** Interface, as directed by the City of Deltona, with user groups, local government/business associations, etc., as required, and inform participants of upcoming construction activities.
- M.** Monitor construction schedule and advise owner as to progress/compliance.
- N.** Analyze construction progress vs. proposed invoice and make recommendation of payment to the contractor.
- O.** Review and recommend actions to City of Deltona on proposed design and construction changes to assess impact on project budget and schedule.
- P.** Review, evaluate and make recommendations to City of Deltona, as required, on contract modifications and change orders.
- Q.** Maintain required record, photographs, files and reports for the construction history of the project.
- R.** Preparation and review of punch lists and pre-final and final inspection of the work. Monitor performance of punch list work.
- S.** Oversee assembly and transmittal of, (1) as-built documents; (2) manuals; and (3) warranties; and (4) spare parts.
- T.** Coordinate turnover of facility, final inspection by the building department, and final acceptance by the City of Deltona.
- U.** Oversee the City of Deltona start-up of the facility and turn-over to the City.
- V.** Provide other services as deemed appropriate by the City of Deltona.
- W.** In general, the work shall include the following:
 1. General Construction Engineering and Architectural Inspection Services.
 2. Full-Time, On-site Construction Inspection.
 3. Sampling and Testing including geotechnical services as needed.
 4. Utility Coordination with the City of Deltona and other utility providers.
 5. Final Inspection and Start Up Certification.

6. Coordination of activities with Contractor and City Staff.

X. Services shall also include:

1. Attending and participating in Pre-Bid Meeting
2. Attending and participating in Pre-Construction Meeting with Contractor and City of Deltona.
3. Facilitating Weekly Construction Progress Meetings
4. Facilitating Monthly (or as necessary) Progress Meetings with the Engineer of Record Architect and the City of Deltona.
5. Providing On-Site Inspections
6. Monitoring and Coordinating Geotechnical/Materials Testing, Pressure Testing of mains.
7. Conducting the Review of Testing Reports
8. Verification and Implementation of Quality Control procedures
9. Conducting Field Reviews
10. Receiving and Responding to RFI's with assistance of the Engineer of Record
11. Coordination of Design and Plan Revisions with Engineer of Record
12. Review and Approval of Shop Drawings
13. Public Involvement
14. Provide Administration and Logs of Day to Day Operations of Contractors.
 - RFI & Shop Drawing Logs
15. Utility Coordination and the Facilitation of Utility Meetings.
16. Conduct Project Administration
 - Conflict Resolution
 - Review and approve contractor Pay Applications
 - Coordinate, review, and recommend approval/disapproval of Change Orders
 - Maintain Minutes of All Meetings as Necessary
17. Support, Prepare and Provide Final Project Inspection and Punch-list
18. As-Built Plans coordination with Engineer of Record and Contractor

Y. ON SITE INSPECTION:

The Consultant shall establish an office on site and monitor the Contractor's on-site construction activities and inspect materials entering into the work in accordance with the Plans. Specifications and Special Provisions for the Construction Contract to determine that the project(s) are constructed in reasonable conformity with such documents. The Consultant shall keep records of the Contractor's daily operations and of significant events that affect the work. Inspections shall be performed with experienced personnel and at a frequency to ensure project is constructed in compliance with the plans, specifications, and applicable permits. Coordinate with City inspection staff as appropriate. City inspection staff will witness all water main pressure testing, bacti sampling for clearances, and sanitary sewer testing.

Z. SAMPLING AND TESTING:

Geotechnical sampling and testing will be performed by a geotechnical/materials testing company under contract with the Consultant, unless the Consultant has said capabilities. The Consultant shall monitor the sampling and testing of component materials and completed work in accordance with the Construction contract documents. The Consultant shall provide surveillance of the Contractor's Quality Control activities at the project site and verify the sampling and testing of materials and completed work items that are normally done in the vicinity of the project for verification and acceptance. The Consultant shall provide testing of applied coatings and painting products. Documentation reports on sampling and testing will be provided by the Consultant to the City, and the Engineer of Record.

AA. ENGINEERING SERVICES:

The Consultant shall coordinate the Construction Contract administration activities of all parties involved in completing the construction project. Services include maintaining the required level of surveillance of the Contractor activities; interpreting Plans, Specifications, and Special Provision for the Construction Contract; maintaining complete, accurate records of all activities and events relating to the project and properly documenting all significant project changes. The Consultant shall perform the following services:

- a. Verify that the Contractor is conducting inspections, preparing reports, and monitoring all storm water pollution prevention measures associated with the project.
- b. Analyze problems that arise on a continual basis and proposals submitted by the Contractor; work to resolve such issues, and process the necessary paperwork.
- c. Facilitate coordination and communication between the Engineer of Record, and other City representatives, City's staff and Contractors in execution of the Work. Identify potential utility conflicts and assist in the resolution of utility issues.
- d. Produce reports, verify quantity calculations and field measure for payment purposes as needed to prevent delays in Contractor operations and to facilitate prompt processing of such information in order for the City to make timely payment to the Contractor.
- e. Provide Public Information services as required to manage inquiries from the public, public officials, and news media. The City shall approve all notices and responses to news media, etc. prior to release.
- f. Monitor compliance of the construction activities with all applicable regulatory agency permits and approvals. Advise City as may be appropriate.
- g. Geotechnical services to include sampling, testing (infield and laboratory), and reporting in accordance with FDOT specifications for roadway and utility construction. Review test results, approve or disapprove, and advise Contractor and City as appropriate.
- h. Surveying services only as may be necessary to verify Contractors construction layouts and resolve issues/disputes that may arise with Contractor or residents / property owners.
- i. Other engineering and architectural services as may be deemed required by the City for the successful completion of the project.

BB. UTILITY COORDINATION:

It shall be the responsibility of the Consultant to monitor utility coordination such that it is in reasonable conformance to Plans and City's standards, policies, procedures and design criteria. The Utility Coordinator shall be responsible for, but not limited to, the following:

- a. Making sure Utility Coordination is conducted in accordance to the City's standards, policies, procedures and design criteria.
- b. Scheduling utility meetings, keeping and distribution of minutes of all utility meetings, and ensuring expedient follow-up on all unresolved issues.
- c. Distributing all plans, conflict matrixes and changes to affected utility owners and making sure this information is properly coordinated.
- d. Assisting the Engineer-of-Record, City, and the Contractor with resolving utility conflicts.
- e. Reviewing all Utility Work Schedules.

CC. PERSONNEL:

The Consultant shall staff the project with the qualified personnel necessary to efficiently and effectively carry out its responsibilities under this Agreement. The Consultant shall provide qualified staff who have had extensive, past, positive and proven experience in the Construction, Engineering and Inspection of Water Reclamation Facilities from the construction inception to the final closeout, and start-up procedures.

Once authorized, the Consultant shall establish and maintain the appropriate staff through the duration of construction and completion of the final estimate. Responsible personnel, thoroughly familiar with all aspects of construction and final measurements of the various pay items, shall be available to resolve disputed final pay quantities until the appropriate Construction Contract has been completed and final payment made by the owner.

Construction Engineering, Architectural and Inspection personnel will be provided by the Consultant as required to ensure the quality of the construction and conformance with the plans and specifications. Consultant shall provide personnel that are efficient in providing effective communication, through written and verbal means. The Consultants staff shall have a pro-active approach towards ensuring the timeliness and progress of the project.

City staff will be present while Contractor is working and will coordinate with Consultant as necessary. IF Contractor operations are substantially reduced or suspended, the Consultant will reduce its staff appropriately.

DD. CERTIFICATION OF FINAL ESTIMATES:**a. Final Estimate and As-Built Plans Submittal:**

Prepare documentation and records in compliance with the Agreement and the City's procedures. Submit the Final Estimate(s) and one set of final "As-Built Plans" documenting Contractor's work (one record set with three copies [one of which shall be an electronic copy]). The Consultant shall be responsible for making any revisions to the Certified Final Estimate.

EE. AGREEMENT MANAGEMENT:

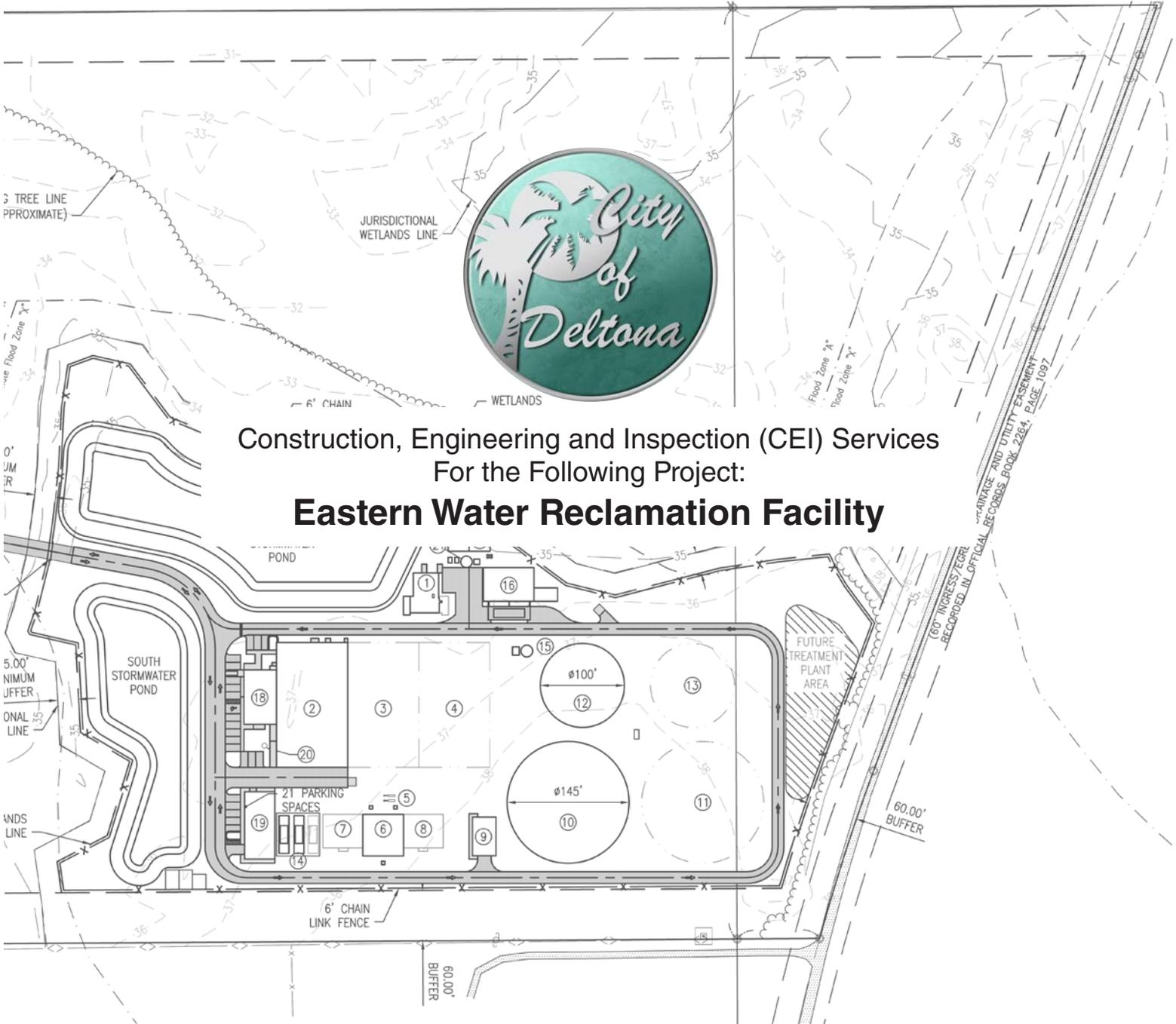
- a.** With each monthly invoice submittal, the Consultant Senior Project Engineer will provide a reviewed and approved Status Report for the Agreement. This report will provide the Consultant Senior Project Engineer's accounting of the additional Agreement calendar days allowed to date, an estimate of the additional Agreement calendar days anticipated to be added to the original Agreement schedule time, and estimate of the Agreement Completion Date and an estimate of the Consultant funds expiration date per Agreement schedule for the prime Consultant and for each sub-consultant.
- b.** When the Consultant identifies a condition that will require a Supplemental Amendment Request (SAR) to the Agreement, the Consultant Project Principal or Consultant Senior Project Engineer will communicate this condition/need to the City and request approval in concept. Once received, the Consultant shall prepare and submit the SAR and all accompanying documentation to the City for approval and further processing.
- c.** The Consultant Project Principal or Consultant Senior Project Engineer for the project shall be responsible for performing follow-up activities to determine the status of each SAR submitted to the City.



BASKERVILLE-DONOVAN, INC.

Innovative Infrastructure Solutions

R WILL BE PROVIDED ALONG THE SOUTH PROPERTY LINE IN THE WETLANDS AND WETLANDS BUFFER AREAS. A MINIMUM 60 FT BUFFER WILL BE PROVIDED ALONG THE EAST AND NORTH SIDES OF THE PROPERTY. A 60 FT BUFFER WILL BE PROVIDED FROM THE JURISDICTIONAL WETLAND BOUNDARY



Construction, Engineering and Inspection (CEI) Services For the Following Project: Eastern Water Reclamation Facility

BIOSOLIDS PROCESSING NOTE:
CHEMICAL NEUTRALIZATION SYSTEM FURNISHED AND INSTALLED BY THE MANUFACTURER INCLUDING ALL EQUIPMENT, BUILDING, PIPING, AND APPURTENANCES IN ACCORDANCE WITH THE CONTRACT DOCUMENTS INCLUDING ITEM 12 OF THE BID FORM



Andreyev Engineering, Inc.

PROJECT NO:
72407.01
DESIGNED BY: TKH
DRAWN BY: MLW
CHK'D BY:
PROJ. MGR: TMV
DATE: DECEMBER, 2012

This drawing is the property of BASKERVILLE-DONOVAN, INC. and is not to be reproduced in whole or in part. It is not to be used on any other project and is to be returned upon request.
NOT RELEASED FOR CONSTRUCTION
BY DATE

NO.	DATE	APPR.	REVISION/ACTION TAKEN
△	12/31/12	TMV	100% SUBMITTAL

CITY OF DELTONA
EASTERN
WATER RECLAMATION
FACILITY

THOMAS M. VILL, P.E.
FL. Reg. Engineer #71186

BASKERVILLE-DONOVAN, INC.
INNOVATIVE INFRASTRUCTURE SOLUTIONS
PENSACOLA ■ PANAMA CITY BEACH ■ TALLAHASSEE
MOBILE ■ BREVARD COUNTY ■ TAMPA
7700 W. GULF BLVD., SUITE 101
MELBOURNE, FLORIDA 32940 (321) 254-3663
ENGINEERING BUSINESS: EB-0000340

 <p style="text-align: center;">CITY OF DELTONA, FLORIDA PUBLIC WORKS DIVISION</p>	RFQ NO: PW 13-14 ISSUED BY: BRIAN BOEHS PURCHASING AGENT PHONE NO: (386) 878-8955 FAX NO (386) 878-8971 EMAIL: bboehs@deltonafl.gov	
SUBMIT QUALIFICATIONS PACKAGE PRIOR TO: CLOSING DATE: Thursday, June 20, 2013 CLOSING TIME: 2:00 p.m.	<p style="text-align: center;">SUBMIT TO: BRIAN BOEHS, PURCHASING AGENT 255 ENTERPRISE ROAD, DELTONA, FL 32725 FAX / E-Mail not accepted</p>	
PROJECT TITLE & DESCRIPTION: <p style="text-align: center;">CONSTRUCTION, ENGINEERING AND INSPECTION (CEI) SERVICES FOR THE FOLLOWING PROJECT: EASTERN WATER RECLAMATION FACILITY</p>		
<p>The respondent hereby agrees to furnish the services pursuant to all requirements, specifications, and scope of services contained in this solicitation document, and further agrees that the language of this document shall govern in the event of a conflict with his or her response. By my signature I certify that this response is made without prior understanding, agreement, or connection with any corporation, firm, business entity, or person submitting a response for the services, and is in all respects fair and without collusion or fraud.</p>		
THIS FORM MUST BE SIGNED TO BE CONSIDERED FOR AWARD		
COMPANY NAME: Baskerville-Donovan, Inc.	DATE: June 20, 2013	
MAILING ADDRESS: 7155 Murrell Road, Suite 101	PHONE: 321.254.3663 FAX: 321.254.3255	
CITY: Melbourne	STATE: Florida	ZIP: 32940
SSN OR FEDERAL TAX NO: 59-0857184	TITLE OF AUTHORIZED REPRESENTATIVE: Executive Vice President	
E-MAIL: tvill@baskervilledonovan.com	WEB URL: www.baskervilledonovan.com	
AUTHORIZED SIGNATURE: 	PRINTED NAME: Thomas Vill, PE, AICP	



BASKERVILLE-DONOVAN, INC.
Innovative Infrastructure Solutions

7155 Murrell Road, Suite 101
Melbourne, FL 32940
Phone: 321.254.3663
Fax: 321.254.3255

June 20, 2013

City of Deltona
Public Works Division
C/O Brian Boehs
Purchasing Agents Office
255 Enterprise Road
Deltona, FL 32725

**RE: RFQ NO: PW 13-14 Construction, Engineering and Inspection (CEI) Services For the Following Project:
Eastern Water Reclamation Facility**

Dear Mr. Boehs,

Baskerville-Donovan, Inc. (BDI) is pleased to present our comprehensive and all-inclusive qualifications to successfully perform and complete all aspects of the construction and commissioning of the City's Eastern Water Reclamation Facility in a professional, timely and efficient manner. Our ability to make this statement is based upon five fundamental factors:

- ***Proven Project Manager Team*** – BDI, in considering the City's expectations for the project manager for this project, has chosen Thomas M. Vill, P.E., AICP to lead our firm's team for this important project. He has a broad technical expertise, common sense, proven process management abilities, effective communication skills and a wide range of experience in managing complex, technically challenging projects and proven ability to develop consensus between multiple parties. These traits will facilitate coordination with City staff, resolution of contractor issues and keeping the project on schedule and in budget.
- ***Exceptional Team*** – The proven professional team being provided by Baskerville-Donovan, Inc., working in conjunction with Quentin L. Hampton and Associates, Inc. provides the City of Deltona with the essential engineering services during construction including Engineer of Record, construction observation, surveying and other core services required by this sophisticated water reclamation project. Our BDI-QLHA core team will be augmented with carefully selected specialized subconsultants that round out our team of wastewater professionals with architectural, geotechnical, materials testing and services to provide the City with full service capabilities for the duration of the construction, start-up, commissioning and turn-over phases of your project.
- ***In-Depth Understanding of Your Project*** – The BDI-QLHA Team designed the Eastern Water Reclamation Facility and understands how it works, why its components were selected, how it has to be assembled, why specific elements of the facility are configured designed in the way they are shown in the plans, and why the technical specifications were developed as they are. In short, we have an unparalleled understanding of your project and how it needs to be constructed. This understanding provides the BDI Team with the best ability to communicate the details to the contractor selected by the City and assure that the constructed facility is properly constructed to operate as intended.

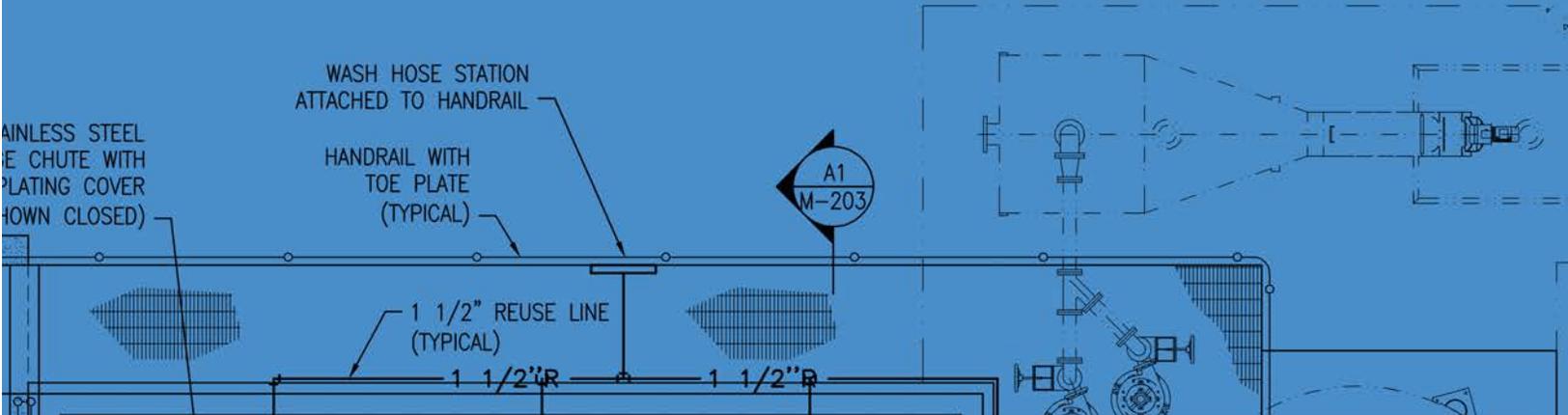
- ***Local Knowledge and Insights*** – The BDI Team, with local professionals and local subcontractors, understand the uniqueness of the physical, environmental and regulatory environments in which this project has been conceived and will be constructed. Our Team has significant experience in working with City Staff and we understand the City’s processes, needs and expectations. We know what must be done, and perhaps more importantly how it must be done, to successfully construct this project within the local and regional requirements and work smoothly with City staff in managing and administering the “paperwork” that must be properly prepared as part of this project.
- ***Comprehensive Project Approach*** – BDI has extensive experience in all phases of the design-bid-build process attributable to over 36 similar plant projects in the past 10 years, with three currently in design, all of which we have been contracted for ESDCs allowing us to refine elements and procedures used in our project approach for Construction Engineering and Inspection Services which include:
 - Clear definition of each party’s roles to establish each party’s responsibilities and authorities
 - Use of formal electronic communication protocols and document management systems
 - Formal quality control procedures to assure the quality of the finished facility
 - Development of digital operations and maintenance manuals
 - Staff training, facility start-up and formal turnover
 - Detailed Scope of Work covering all requested work activities
 - Continuing observation of construction to confirm consistency with approved plans;
 - Monitoring and tracking of construction processes to document the status of the project status basis
- ***Superior Support Services*** – Procedures and processes running in parallel with the CE&I services that assure the internal and external communications, back-office tasks and any approved modifications are successfully accomplished for this important project including Accounting and Billing, Schedule Management and Key Staff Access.
- ***Commitment to the City’s Success*** – The BDI Team is committed to achieving successful outcomes in working with the contractor to construct the reclaimed water facilities as well as accomplishing the daily tasks that support the project including continuing coordination and timely communications with City staff, proactive utilities coordination, schedule and budget management, high-value public involvement where required, SRF loan administration, Davis-Bacon Act oversight and the dozens of other minor work activities that support projects successes.

We believe that these factors and our Team’s individual and collective commitment to this project will assure the City of a top quality outcome and will produce a water reclamation facility that will efficiently meet Deltona’s wastewater treatment and reclaimed water needs well into the foreseeable future. We are prepared to start immediately, work efficiently and complete this important project in a timely manner so that the City can say that this project was a success in every aspect. The BDI Team recognizes that unless the City of Deltona is successful in this project, none of us have succeed.

Sincerely,
BASKERVILLE-DONOVAN, INC.

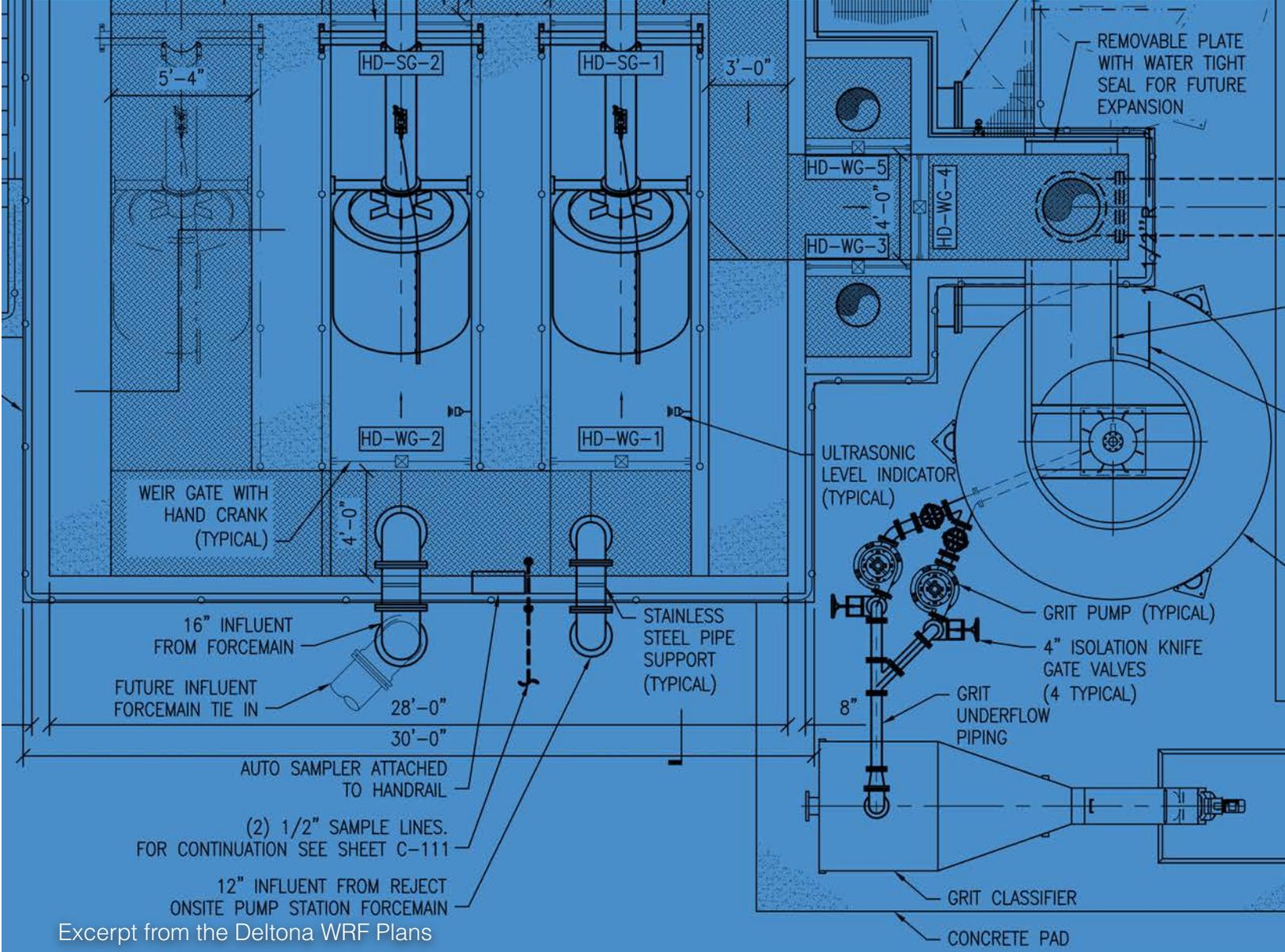


Thomas M. Vill, PE, AICP
Vice President, Project Manager

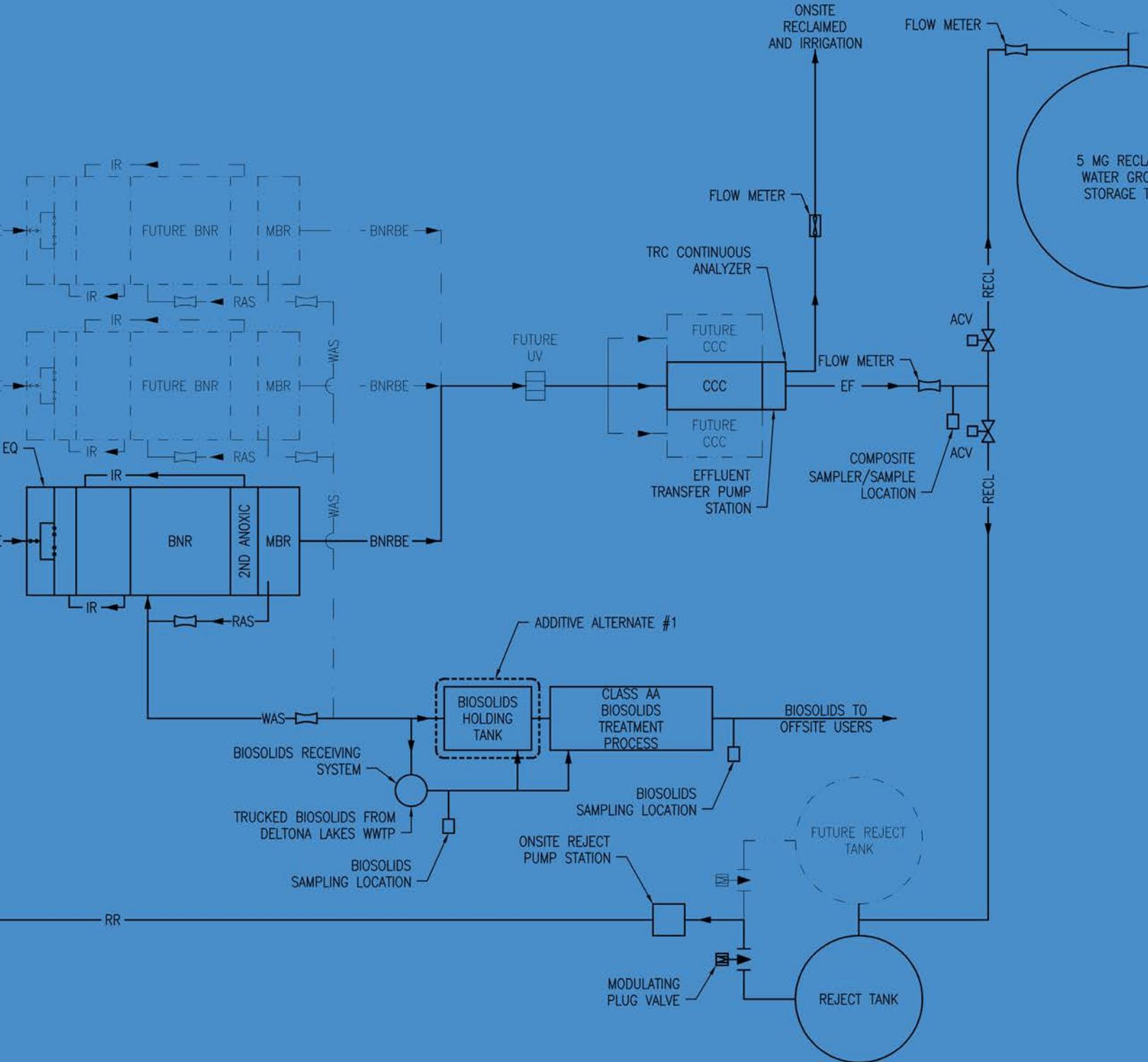


TAB 1

Executive Summary



Excerpt from the Deltona WRF Plans



A1 FLOW SCHEMATIC DIAGRAM
NOT TO SCALE

TAB 1

Executive Summary

Understanding of the nature and scope of services

We Understand What Must Be Done – While working with the City of Deltona staff to make their goals become a buildable set of plans, the Baskerville Donovan, Inc. (BDI) Team has:

- Designed the Eastern Water Reclamation Facility
- Assisted the City in securing the State Revolving Fund (SRF) Loan to finance the project
- Secured an Environmental Resource Permit and Wastewater Treatment Plant Approval from FDEP, and obtained Re-zoning and a Land Development Order for the project from the City of Deltona
- Obtained a SJRWMD Environmental Resource Permit and Volusia County Permit for the 11th Avenue improvements that allow access to the site
- Secured all required FDEP and FDOT permits for the water, wastewater, and reclaimed water lines that this project ultimately connects to SR 415.

Along the way, the BDI Team has acquired a unique and in-depth understanding of the facilities and their intricacies. We also understand and appreciate the City's goals, issues, and concerns with respect to this project. We believe that we understand the scope and types of client services the City staff expect from its CE&I contractor.

Environmental Issues, Impacts and Constraints – All construction projects by their nature require mitigation of a wide array of environmental impacts including land disturbance, NPDES stormwater discharges, soil erosion, dust and air quality degradation, sanitation, noise, and light requirements to name a few. The BDI Team is very experienced in dealing with these issues and enforcing the appropriate requirements of the Contract plans and specifications.

We Understand the Essential Services Required for Success

– Having supervised and directed the construction, start-up and certification of 36 + wastewater treatment/reclaimed water facilities in Florida during the last decade, BDI has a clear understanding of the services required to construct and start-up, commission and fund a facility of the size and complexity of the Deltona Eastern Water Reclamation Facility. Through the course of those projects, we have observed that successful Construction Engineering and Inspection (CE&I) projects share the following traits:

1. Using an experienced Project Manager to lead the project Team.
2. Supporting the Project Manager with professional staff throughout the Project Team.
3. Having thorough knowledge of the project's history, goals, issues and concerns.
4. Defining roles, responsibilities and authorities for all parties (Owner, Engineer and Contractor).
5. Including the Engineers/Architect of Record at key stages in the Construction process to assure consistency with the design intent, plans and specifications, and adjustments that are inevitable in any construction project.
6. Utilizing sound processes that assure maintenance of clear project communications among all parties, record/track and facilitates the flow of communications and documents, monitors and assesses construction progress, implements Quality Assurance/Quality Control program elements, monitor and analyze schedule and budget status, achieve pro-active communication and resolution of issues and disputes, and enable compliance with regulatory and SRF Funding requirements.
7. Being attentive to environmental issues and compliant with regulatory requirements.

8. Being sensitive and responsive to Public concerns during construction in easements on and adjacent to public and private properties
9. Continuously documenting project performance and construction progress.
10. Quickly addressing and resolving issues raised by the public/outside parties.
11. Protecting and defending The City from potential claims.

BDI's approach for performing CE&I services for Deltona incorporates each of these success traits and we believe that these traits will provide better overall value for the City.

We Understand the Ancillary Support Services Required for an Excellent Project Experience – Another observation based on our last decade of providing Construction Engineering and Inspection (CEI) Services for multiple wastewater treatment/water reclamation facilities is that it is the smaller daily tasks that support the project that can determine the outcome of a construction project. Examples of these tasks include continuing coordination and timely communications with City staff, proactive utilities coordination, minor schedule and budget management efforts, high-value public involvement efforts, SRF loan administration, Davis-Bacon Act oversight and the dozens of other minor work activities that support projects successes. The BDI Team is committed to addressing the small things that can produce large overall project benefits

Anticipated project approach

BDI has extensive experience in all phases of the design-bid-build process attributable to over 36 similar projects in the past 10 years. These projects have refined the process we use for providing construction engineering and inspection services for our clients. Our detailed Project Approach is contained in Tab 6. A number of the primary elements of our approach, proven successful in numerous CE&I engagements, are highlighted in the following paragraphs.

- **Definition of Roles** – The construction documents prepared by BDI's design team for the Eastern Water

Reclamation Facility clearly describe the roles of the Owner, the Engineer and the Contractor. The City's documents include the Standard General Conditions which establish each party's responsibilities, the scope and limits of their authority, and the basic procedures and communications protocols to be used during the execution of the construction phase. These "rules of the game" greatly simplify the way in which the project is executed and simplifies the management and communication process for all parties.

- **Documentation of Construction** – Construction documentation includes the most basic elements of the contractual communications between the parties of the Owner, Engineer, RPR and Contractor. These elements start with the Notice to Proceed, and end with the Certificate of Final Completion. During the construction process the documentation includes numerous formal communications between parties including shop drawing, schedules, requests for information, field orders, change orders, punch lists, record drawings, and certificates of substantial completion.
- **Defining a Formal Communications Protocol** – Implementation of formal communications protocol that defines a communications framework and provides detailed procedures for all project communications. The Protocol echoes the Standard Conditions and establishes a chain of communication between the Owner and the Contractor through the Engineer. Our experience is successful execution of construction projects of the size of the Eastern Water Reclamation Facility require the use of a formal protocol for effective coordination and communications. This protocol also improves overall efficiency of communications and reduces since it simultaneously notifies multiple parties and allows them to more effectively interact and provide comments.
- **Use of an Electronic Document Management System** – Recognizing the extensive number of documents and communications that are required in a project of this size, BDI proposes the use of comprehensive and structured document management system to keep track of the internet, pdfs, e-mails, and other "speed of light" communications and recommends that contracts for all parties prescribe the use of an internet-based electronic management program as the basis of all project communications. This process is especially useful for identifying when project communications were sent, who and was included/notified – this information generally prevents/settles

disputes of timing, coordination and responsibility.

- **Coordination with All Parties** – Construction projects frequently require coordination with multiple parties to successfully complete the project within fixed timeframes and budgets. The project approach includes provisions for coordination (as appropriate) with the parties responsible for constructing the facilities as well as the affected property owners, public and private utilities, jurisdictional regulatory agencies and the Public. Our experience has shown that timely coordination at the onset of the project and ongoing coordination during construction oftentimes prevents bad press, lengthy delays and expensive litigation.
- **Manage the Agreement** – Given the common post-bid efforts of many contractors to generate additional revenues and extend completion deadlines, we have included provisions for maintaining situational awareness of the Agreement among the City staff and BDI Team relative to schedule and budget status, Supplemental Amendment Requests and time extension (if any), scheduling meetings where needed, and keeping the City well apprised of our status in these efforts.
- **Make Timely Adjustments** – One of the advantages of our project approach is the availability of timely management information in the area of construction progress, schedule attainment, budget status, pending work plans, documentation of work completed. These data enable our management team to identify problems in a timely manner, work with the Contractor to develop viable recovery plans, make plan revisions where appropriate and develop timely adjustments designed to keep the construction on schedule for key milestone dates
- **Track and Report Progress** – Perhaps the most important challenge in this project is to properly monitor progress and then report status and progress in a timely manner. This effort is accomplished in a variety of processes and will be updated frequently so that City staff will always be situationally aware is evolving issues, will know where the project stands each week and will not be caught unaware in meetings. Fortunately, neither will the BDI Team members.

Team's Ability to comply with all requirements

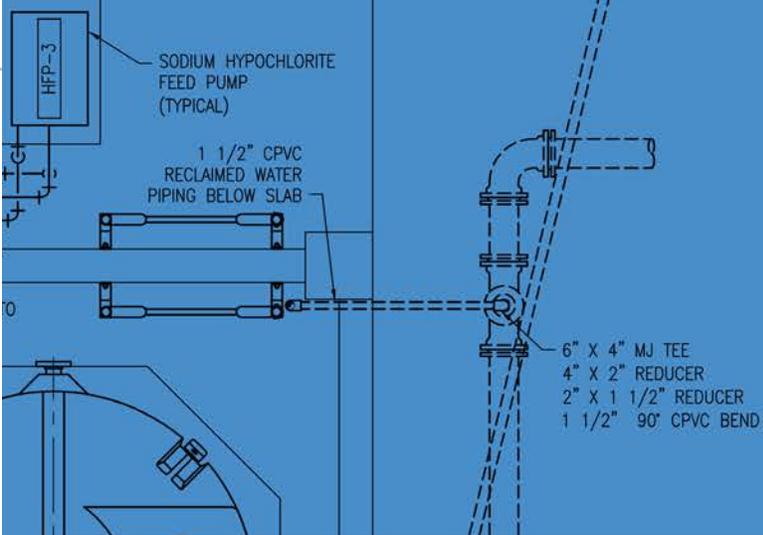
The Baskerville-Donovan Team is unique in a number of respects which will enable our team members to

provide better service to the City than other firms:

- **We Understand the Requirements** – Having worked closely with the City over the last 4 years in conceptualizing and designing the Eastern Water Reclamation Facility, BDI understands the City' design goals, performance expectations and
- **We Have the Best Team** – Successful construction of new facilities requires a team with comprehensive management, coordination and technical skills combined with spot-on Florida-based experience, and proven client commitment. We believe that the BDI meets all of these criteria.
- BDI, As the Prime Consultant, will manage the CEI process, coordinate and communicate with City staff, the Contractor and other parties, coordinate utilities issues, conduct facilities start-up, provide final certification, and SRF Loan close-out services. BDI, as the designer of this facility, will also provide the essential engineering services during construction including Engineer of Record, surveying and start-up, commissioning certification.
- Quentin L. Hampton and Associates, Inc. will work closely with BDI and be primarily responsible for daily construction observation, documentation, and RPR services throughout the project and will oversee the production of the record drawings.
- BRPH, Inc., the project Architect for the design of the facility, will continue in its role and provide Architect of Record services and facilitate continuity throughout the construction phase.
- The BDI core team also includes carefully selected specialized subconsultants for geotechnical and materials testing services to provide the City with full service capabilities for the duration of the construction.

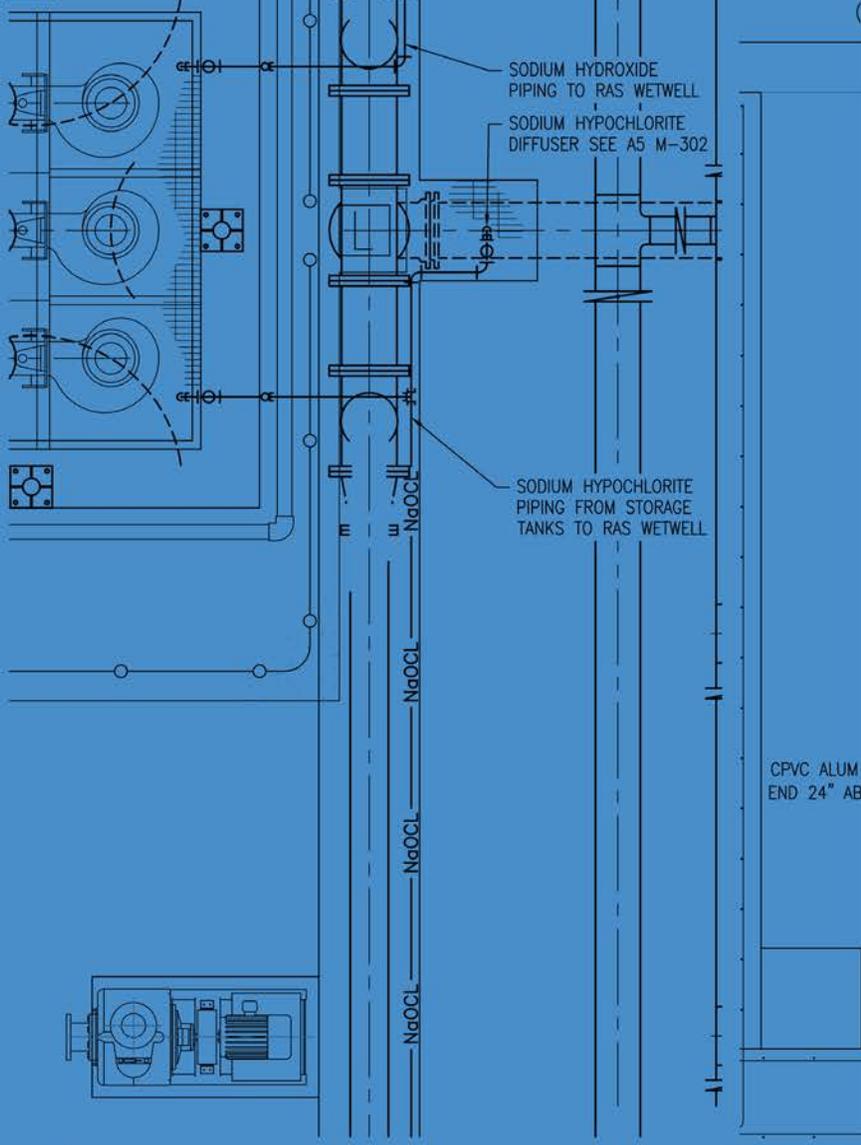
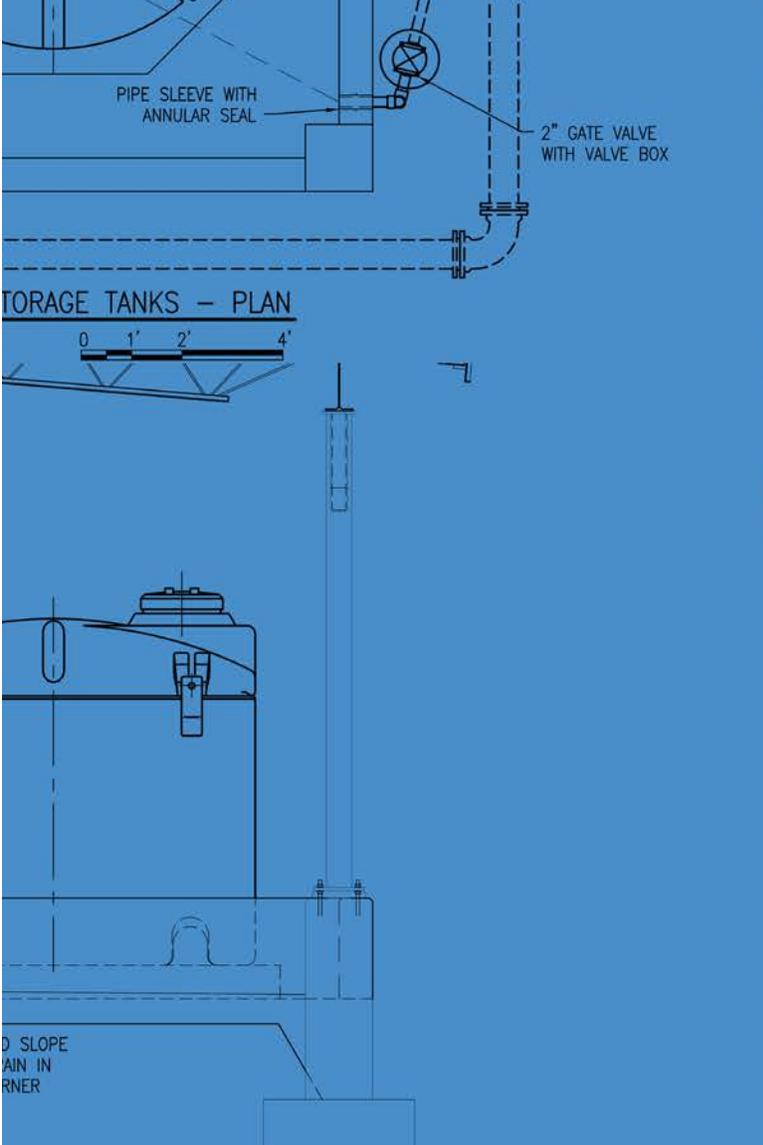
The BDI Team provides all of the services required for the construction, start-up, turn over and close out phases of the project using well qualified professionals – many of whom were involved in the design of the Eastern Water Reclamation Facility – to provide the City of Deltona with complete and comprehensive capabilities, in-depth understanding and insights of the project, and continuity from early design through construction and start of service. **These qualifications, project understanding and insights and continuity are simply not available with any other team.**

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D4

TAB 2 Project Team



Excerpt from the Deltona WRF Plans

 **BASKERVILLE-DONOVAN, INC.**
Innovative Infrastructure Solutions

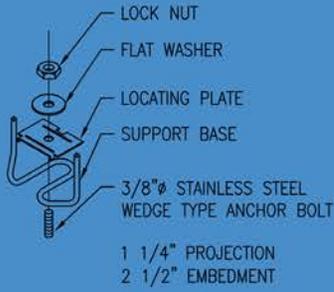
A4

SODIUM HYPOCHLORITE PIPING - PLAN

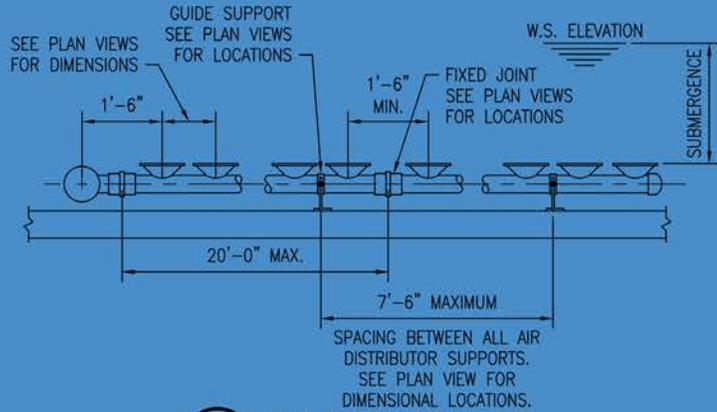
SCALE: 1/2" = 1'-0"



A4



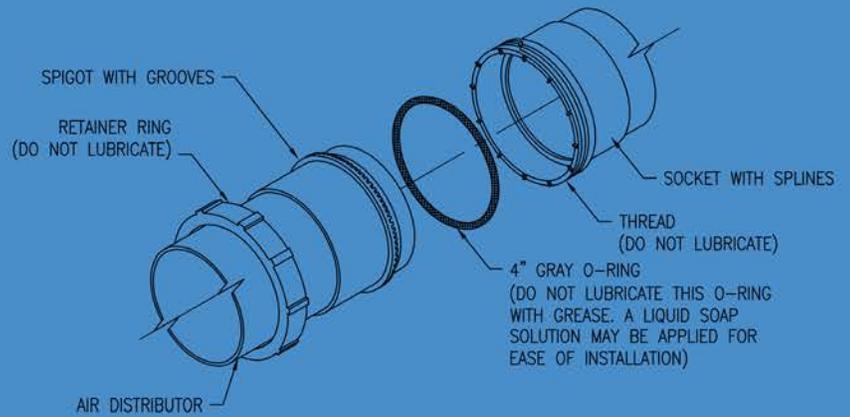
D3 ANCHOR ASSEMBLY
NOT TO SCALE



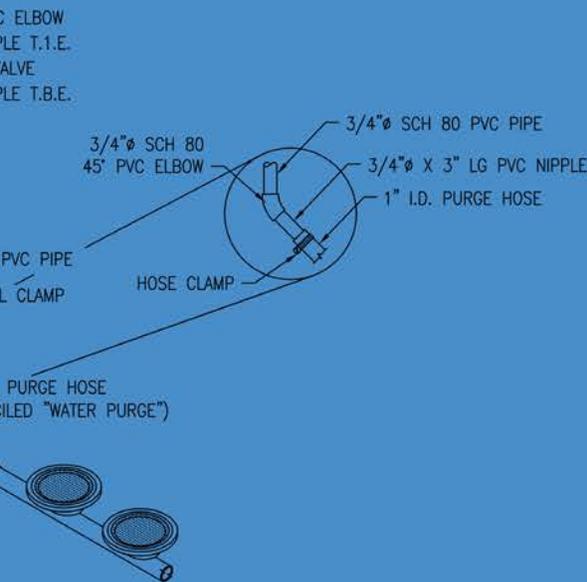
D4 AIR DISTRIBUTOR
NOT TO SCALE



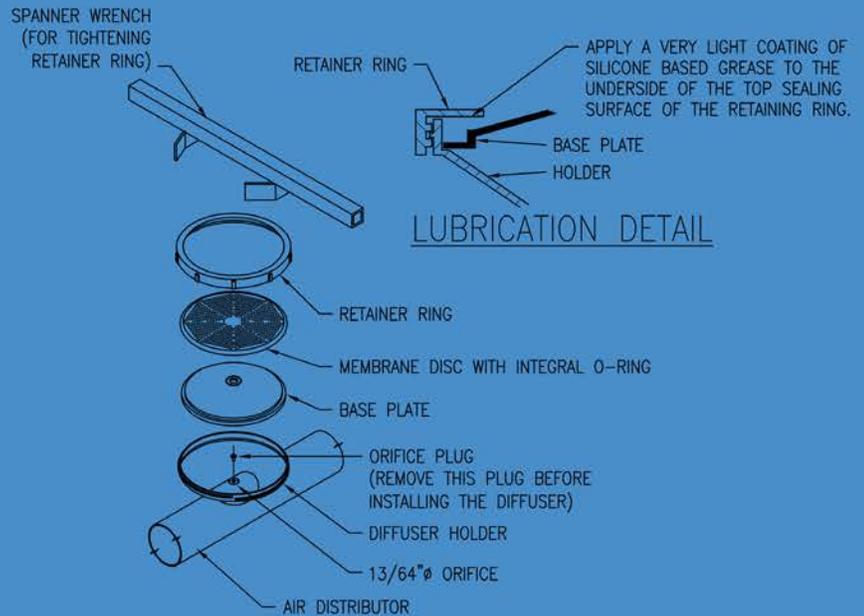
LARGE SUMP
NOT TO SCALE



C4 FIXED JOINT
NOT TO SCALE

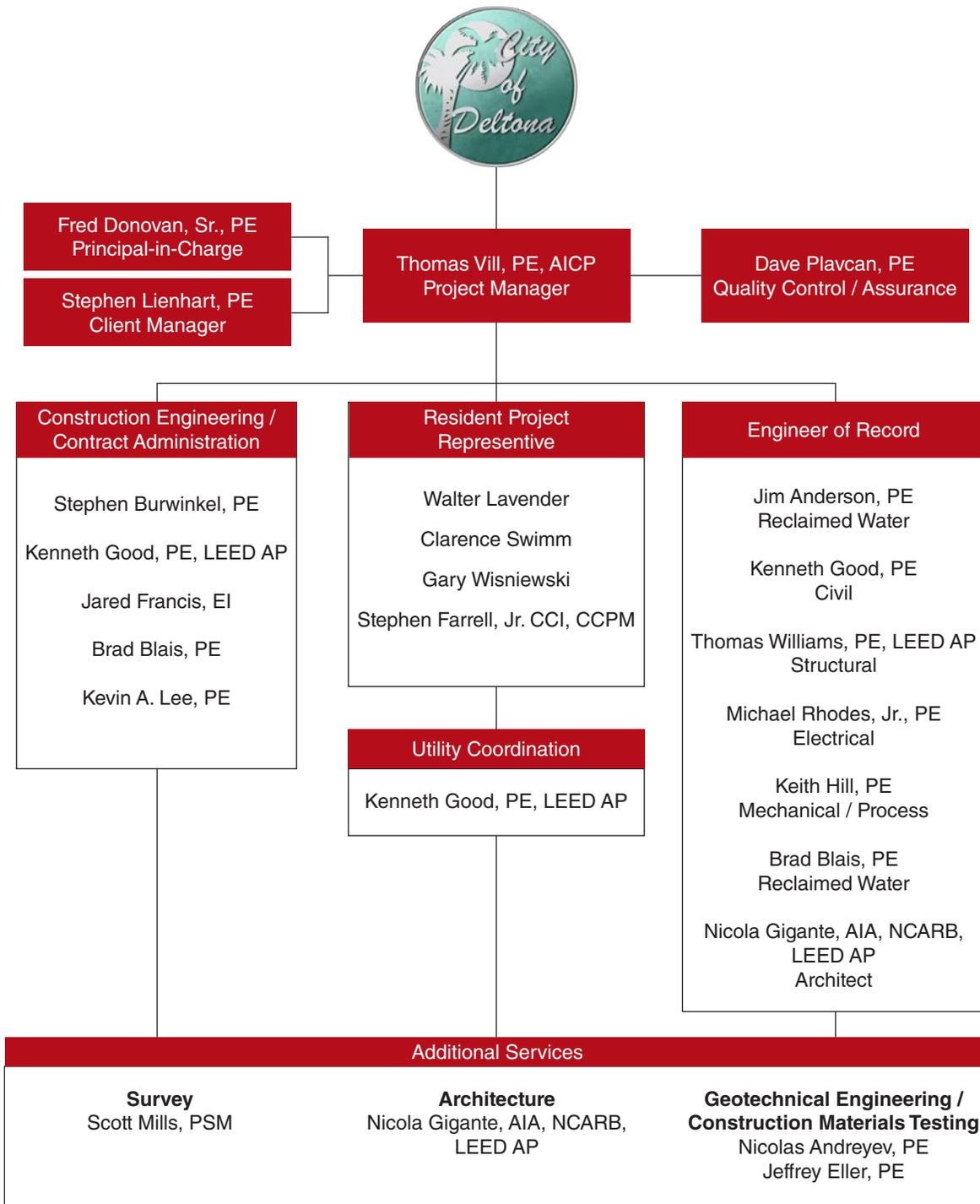


SUMP ASSEMBLY
NOT TO SCALE



97 A4 (9") NOM. DIA. MEMBRANE DISC DIFFUSER
NOT TO SCALE

TAB 2 Project Team



Staff	Role	Location	Firm
Thomas Vill, PE, AICP	Project Manager	Melbourne	BDI
Stephen Lienhart, PE	Client Services Manager	Melbourne	BDI
Fred Donovan, Sr., PE	Principal-in-Charge	Pensacola	BDI
Dave Plavcan, PE	Quality Control / Assurance	Tampa	BDI
Stephen Burwinkel, PE	Construction Engineering	Melbourne	BDI
Kenneth Good, PE, LEED AP	Construction Engineering & Utility Coordination	Melbourne	BDI
Jared Francis, EI	Construction Engineering	Melbourne	BDI
Stephen Farrell	Construction Engineering	Melbourne	BDI
Jim Anderson, PE	Engineer of Record	Pensacola	BDI
Thomas Williams, PE, LEED AP	Engineer of Record	Pensacola	BDI
Michael Rhodes, Jr., PE	Engineer of Record	Pensacola	BDI
Keith Hill, PE	Engineer of Record	Pensacola	BDI
Scott Mills, PSM	Survey Manager	Pensacola	BDI
Brad Blais, PE	Construction Observation	Port Orange	QLH
Kevin Lee, PE	Construction Observation	Port Orange	QLH
Walter Lavender	Construction Observation	Port Orange	QLH
Clarence Swimm	Construction Observation	Port Orange	QLH
Gary Wisniewski	Construction Observation	Port Orange	QLH
Nicolas Andreyev, PE	Geotechnical Engineering	Sanford	AEI
Jeffrey Eller, PE	Geotechnical Engineering	Sanford	AEI
Nicola Gigante, AIA, NCARB, LEED AP	Architecture & Engineer of Record	Orlando	BRPH

Firm	Role	Location	Years in FL
Baskerville-Donovan, Inc.	Construction Engineering & Inspection Services	Melbourne, Tampa, Pensacola	85
Quentin L. Hampton & Associates, Inc.	Construction Observation	Port Orange	49
BRPH, Inc.	Architectural	Orlando	49
Andreyev Engineering, Inc.	Geotechnical, Construction Testing	Sanford	20

4-1/2" TO 6" TINNED COPPER
TYPE BONDING STRAP.
CONTRACTOR TO FIELD ADJUST
A SECURE BOND.

NO. C120 COPPER CABLE.
COURSE CABLE TO THE
NEAREST MAIN CONDUCTOR
AND CLOSE CIRCUIT WHERE
REQUIRED WITH SPLICER.

NO. C120 COPPER
DOWNLEAD CABLE.
COURSE CABLE
EXPOSED UP EXTERIOR
WALL CONSTRUCTION
TO ROOF EDGE

NO. C836 COPPER LOOP
TYPE MASONRY CABLE
ANCHOR. FURNISHED WITH
1/4" x 1-1/4" MASONRY
DRIVE ANCHOR. FASTEN
CABLE 3'-0" O.C. MAX.

NO. C742-3/4" x 7'-0"
COPPER TUBE TYPE CABLE
PROTECTOR. ONE REQUIRED
PER EACH DOWNLEAD TO
EXTEND A MINIMUM OF
2'-0" BELOW GRADE.

NO. C584 2-1/2" TO 4" TINNED COPPER
ADJUSTABLE TYPE BONDING STRAP.
INSTALLING CONTRACTOR TO FIELD ADJUST
AND INSURE A SECURE BOND.

NO. C120 COPPER
CABLE

NO. C516 CAST BRONZE
PARALLEL COMBINATION
CABLE SPLICER.

NO. C120 COPPER
CABLE.

TAB 3

Project Manager

ING CLAMP

NO. C151 COPPER
SECONDARY BONDING WIRE.

D2 TYPICAL CABLE SPLICERS

SCALE: NTS

NO. C120 COPPER CABLE. COURSE
CABLE AS THE MAIN CONDUCTOR
AND CLOSE CIRCUIT WHERE
REQUIRED WITH SPLICER.

NO. C810 COPPER ADHESIVE TYPE
CABLE HOLDER. SECURE IN PLACE
WITH AN APPLICATION OF NO.
P899LN ADHESIVE COMPOUND.
FASTEN CABLE 3'-0" O.C. MAX.

ESIVE AIR TERMINAL

NTS

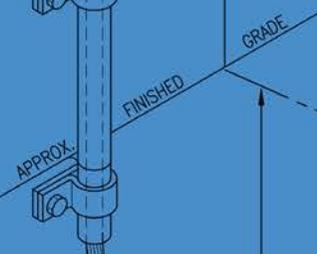
NO. C810 COPPER ADHESIVE TYPE CABLE
HOLDER. SECURE IN PLACE WITH AN
APPLICATION OF NO. P899LN ADHESIVE
COMPOUND. FASTEN CABLE 3'-0" O.C.
MAX.

NO. C151 COPPER
SECONDARY BONDING WIRE.

NO. C516 CAST BRONZE
PARALLEL COMBINATION
CABLE SPLICER.

NO. C836 COPPER LOOP TYPE MASONRY
CABLE ANCHOR. FURNISHED WITH 1/4"
x 1-1/4" MASONRY DRIVE ANCHOR.
FASTEN CABLE 3'-0" O.C. MAX.

NO. C120 COPPER DOWNLEAD
CABLE EXPOSED
DOWN EXTERIOR WALL
TO ROOF EDGE



NO. C120 COPPER CABLE.
COURSE CABLE BELOW GRADE TO
GROUND ROD CONNECTION.

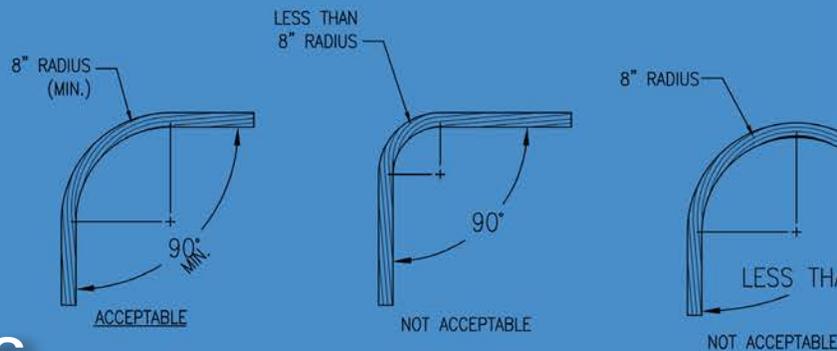
EXOTHERM

12' (MIN.)

NO. CC704-3/4" x
10'-0" COPPER CLAD
STEEL GROUND ROD.

B3 EXPOSED DOWNLEAD TO GROUNDING CONNECTION

SCALE: NTS



Excerpt from the Deltona WRF Plans

BASKERVILLE-DONOVAN, INC.

Innovative Infrastructure Solutions

100

A3

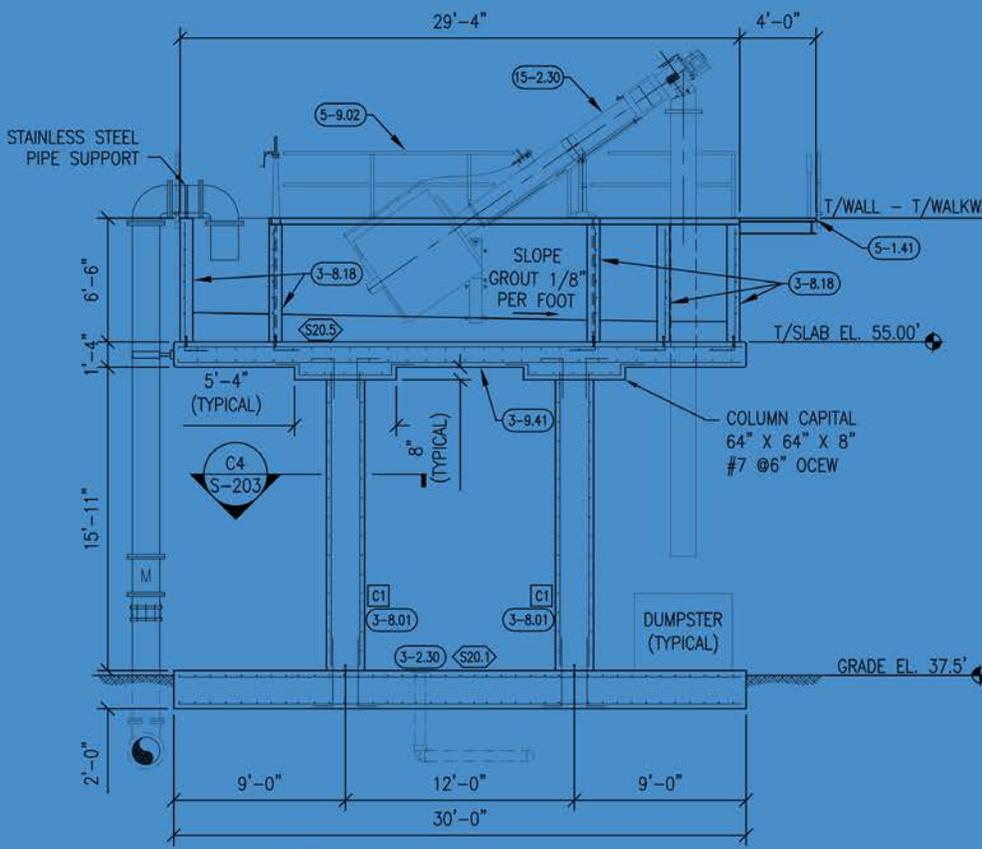
TYPICAL CABLE BEND REQUIREMENTS

SCALE: NTS

Item 10A

KEYNOTES

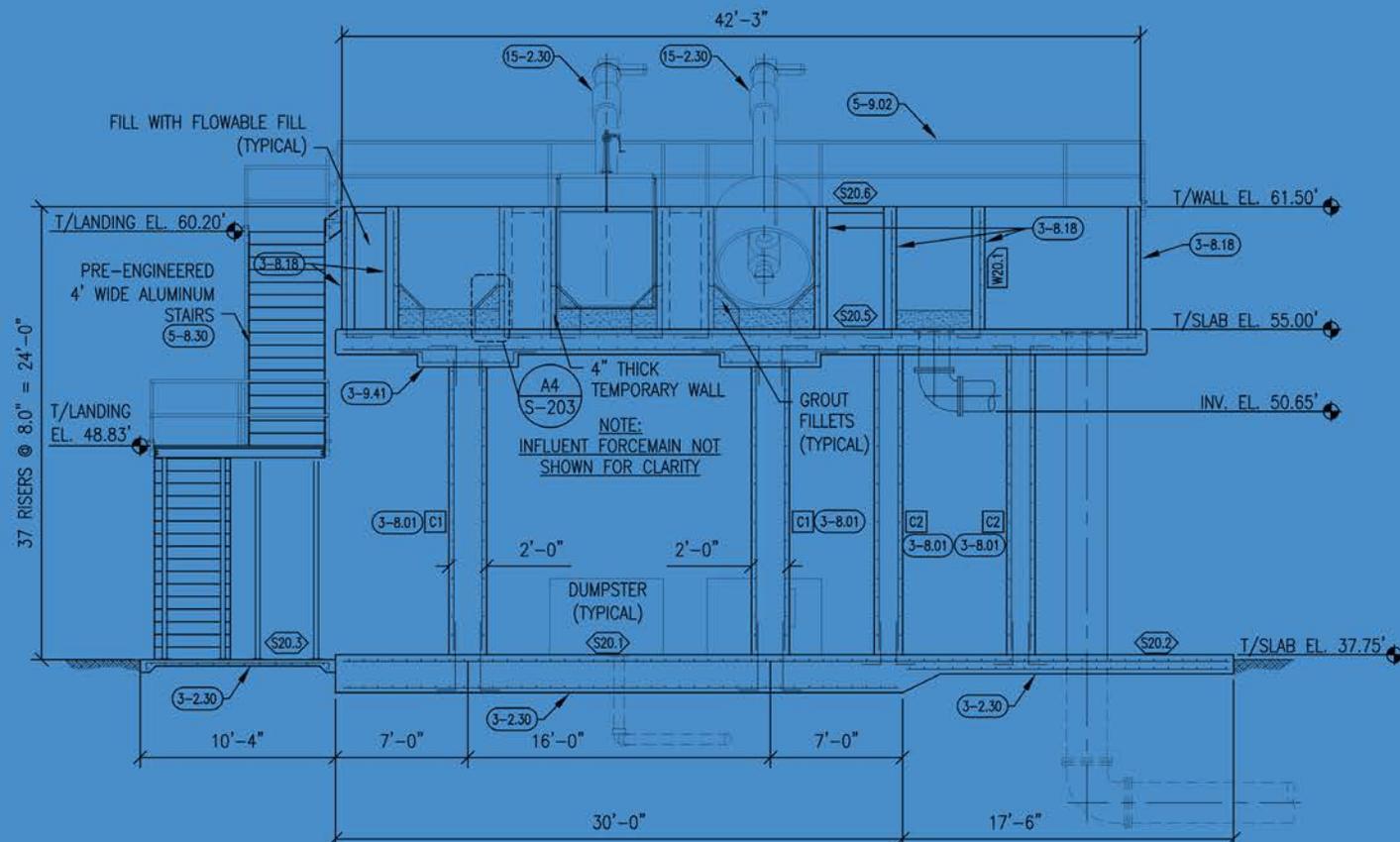
MARK	DESCRIPTION
3-2.30	TANKAGE SLAB, SEE SCHEDULE
3-8.01	REINFORCED CONCRETE COLUMN, SEE SCHEDULE
3-8.18	TANKAGE WALL, SEE SCHEDULE, 3/4" CORNERS
3-9.41	ELEVATED CONCRETE SLAB, SEE SCHEDULE AT EDGE, FORMED DRIP-EDGE UNLESS OTHERWISE NOTED
5-1.41	ALUMINUM FRAMING BY DELEGATED ENGINEER DESIGN
5-8.30	PRE-FABRICATED ALUMINUM STAIRS BY DELEGATED ENGINEER DESIGN
5-9.02	2-RAIL ALUMINUM GUARDRAIL SYSTEM MOUNTING INDICATED IN PLAN AND KICKPLATES ADJACENT TO TANKAGE GRADE DROP GREATER THAN 36"
15-2.30	TREATMENT PROCESS EQUIPMENT



C1 PRETREATMENT SECTION
 3/16" = 1'-0"
 0' 1' 2' 4' 8'

- NOTES:
1. GROUT ALL CHANNELS TO MEET TOLERANCES AS SPECIFIED BY MANUFACTURER FOR INFLUENT SCREEN INSTALLATION.
 2. EXACT LOCATION OF CLASSIFIER CONNECTIONS TO BE DETERMINED DURING SHOP DRAWING REVIEW.
 3. STRUCTURAL COATING SHALL BE APPLIED TO ALL CONCRETE CHANNEL AND DEGRITTER WALLS, AND UNDER SURFACES OF TOP CONCRETE SLABS THROUGHOUT WATERBEARING CHANNELS AND BOXES. SEE MANUFACTURER SPECIFICATIONS.
 4. ALL CHANNEL WIDTHS REFER TO CLEAR INSIDE WIDTH AFTER APPLICATION OF STRUCTURAL COATING.

COORDINATION NOTE: REFER TO "STRUCTURAL COATING OF CONCRETE & TANKAGE TREATMENT SCHEDULE" AND "HIGH PERFORMANCE COATING TABLE" OF DRAWING S-002 FOR CONCRETE MIXTURES AND COATINGS TO BE APPLIED TO SPECIFIC PORTIONS OF THIS STRUCTURE, WHETHER OR NOT INDICATED ON THIS PLAN.



A1 PRETREATMENT SECTION
 3/16" = 1'-0"
 0' 1' 2' 4' 8'

TAB 3

Project Manager



Thomas M. Vill, PE, AICP

Mr. Vill has more than 22 years of experience providing engineering and planning services to municipal and county governments and utility authorities. Tom has been involved in numerous municipal projects in his career and was the likely candidate to lead the General Engineering Team. Tom has provided engineering services for the evaluation, planning, design, construction, and funding of water and wastewater infrastructure projects, as well as, prepared master plans, and capital improvement programming for utility and public works systems. Tom's strong project management skills and engineering services during construction projects has put him at the forefront of many high profile jobs.

Successful Project Management Experience

Tom is at the center of a very successful wastewater funding program in which the Dade City WWTP will be rehabilitated in Phase 1A. The City of Dade City retained BDI to design, permit and provide ESDC services for rehabilitation of the City's wastewater treatment plant in accordance with the Phase 1A items outlined in the City's Facilities Plan. Project components included conversion of the gas chlorine system to a liquid bleach system, replacement of the clarifier mechanisms, replacement of catwalks to improve site safety, design and construction of a new solids digester complete with a diffused aeration system, replacement of one aeration blower, replacement of filter media, and electrical and structural upgrades as necessary. Project funding was provided by the United States Department of Agriculture Rural Development program. The project is currently under construction. Tom serves as Project Manager.



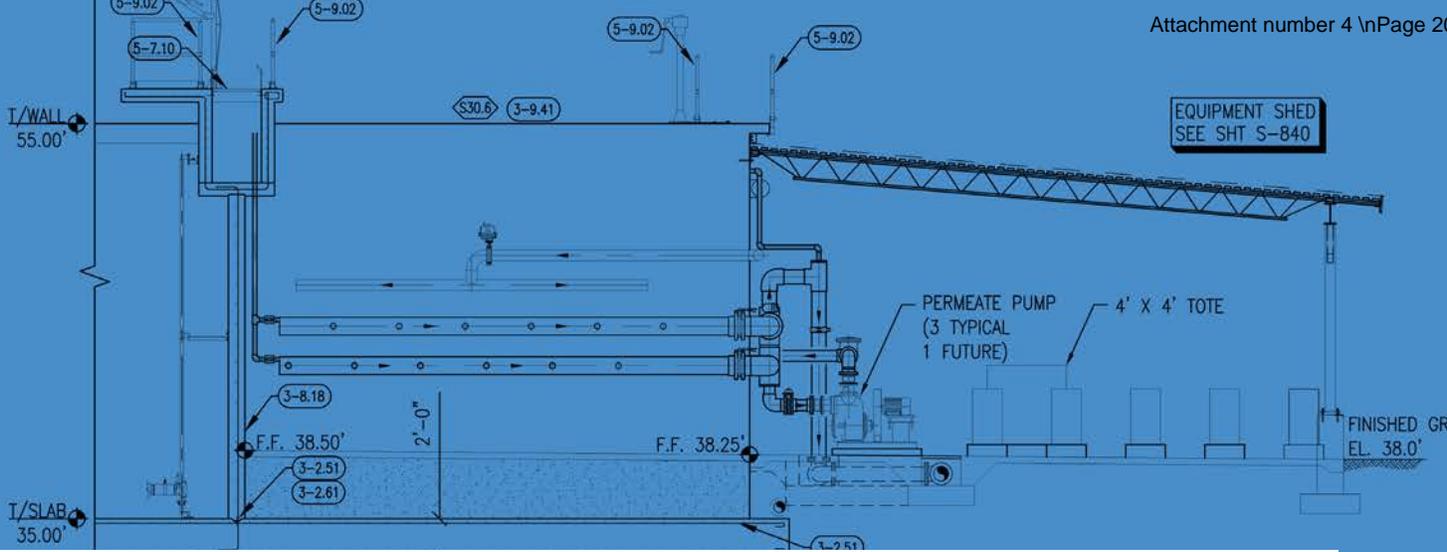
The project was divided into two separate projects due to funding source early on. Also awarded in December 2012 was the City of Dade City Reclaimed Water Distribution System. This project's focus is on expanding the effluent system to deliver reclaimed water north of the City to the Little Everglades Ranch. In addition to the Little Everglades Ranch, the transmission main will be capable of supplying reclaimed water to schools, industrial sites, and agricultural sites. The connection to the Little Everglades Ranch alone will offset approximately 0.3 million gallons per day of high quality ground water use that is currently being used for irrigation and track maintenance. Approximately 21,000 linear feet (4 miles) of 12" transmission main will be required to deliver reclaimed water to the proposed sites. The project also features a 2.0 million-gallon ground storage tank and a booster station. Challenges include permitting a directional drill under CSX railroad right-of-way. The project has bid and will be constructed by fall 2013.

Additional simultaneous projects in Dade City are the Dade City Rehabilitation of Lift Stations funded by FDEP. BDI has designed, permitted and provided ESDC services for complete replacement of five lift stations and rehabilitation to limit inflow and infiltration at an additional 17 lift stations. Project work includes replacement of pumps, valves, piping, guide rails, control panels and appurtenances. New SCADA remote terminal units were included in the design for the five lift station replacements. The work was completed with funds from Florida's State Revolving Fund program. This project completed construction in the Fall 2012. Phase 1B has been designed and permitted and will bid in the Summer of 2013.

While employed with International Aviation Consultants, LLC (IAC), Atlanta, Georgia, Tom served as Senior Project Manager where he managed the \$400 million Site Preparation project for the construction of the 5th Runway at Hartsfield Atlanta International Airport. As Project Manager for IAC, the Program Manager for the \$5.4 billion Hartsfield Development Program (HDP), Tom served as the ultimate authority on the project with responsibility for delivering the project on schedule and within budget. Tasked with the management of the project process, schedule, cost, and scope of all phases including planning, design, construction, and closeout. Specific responsibilities included:

- Develop, negotiate, and recommend for approval the scopes of work and budgets for the planning, design, construction management, and all other consultants on the project.
- Review and analyze cost control statements and take necessary action to maintain budgets and other financial commitments on the project throughout all phases of the project.
- Review and analyze schedule updates and take necessary action to maintain all phases of the project on schedule relative to overall Program schedule.
- Oversee the planning, design, and construction management consultants for the execution of the project phases in accordance with the technical requirements, schedules, and budgets as approved.
- Coordinate the project activities with all other projects within the Program.
- Identify, coordinate, and mitigate schedule impacts to/from other projects in the Program.
- Recommend for approval all payment applications, change orders, and miscellaneous modifications for the project.

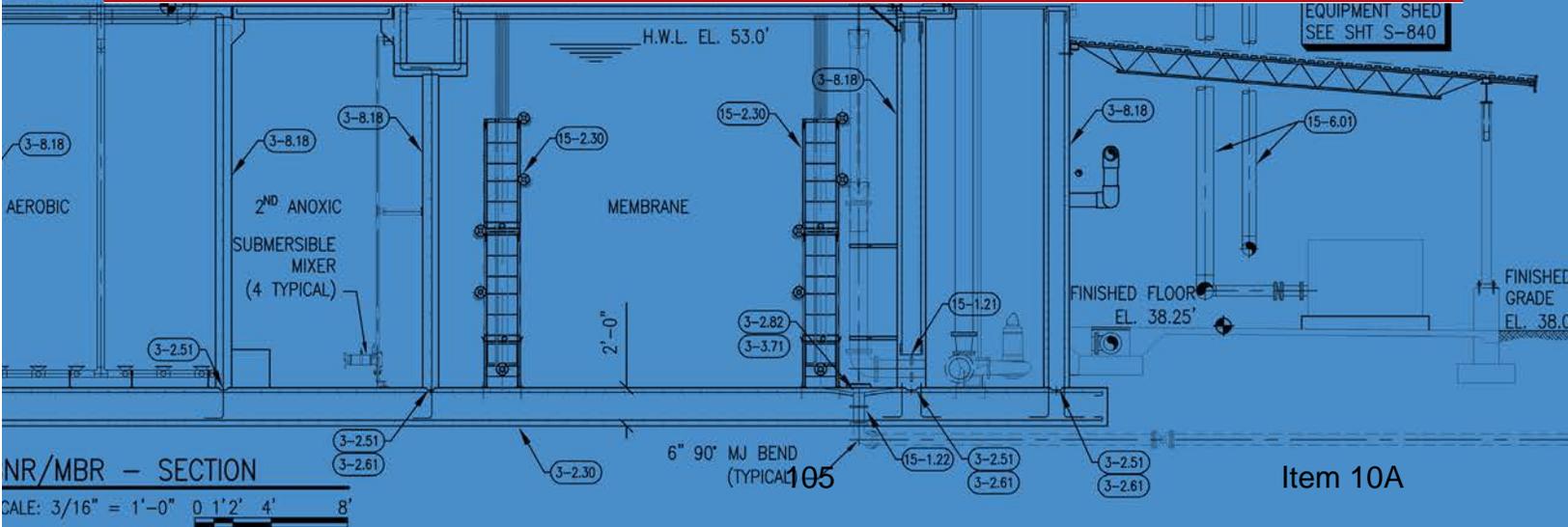
Another great example of Tom's being asked to bring expertise to the team was, the Emerald Coast Utilities Authorities Central Water Reclamation Facility located in Pensacola, FL. The project included the design for the construction of a new 22.5 MGD AADFAWT water reclamation facility located 14 miles inland from the existing facility. The project includes 5-stage biological basins for nutrient removal, secondary clarifiers, on-site sodium hypochlorite generation, rotating disc filters, screw presses for dewatering of biosolids and paddle dryers for biosolids drying. Effluent disposal includes discharge to Gulf Power's Plant Christ where the reclaimed water will be used for process cooling water in place of water from the Escambia River. Secondary effluent disposal will include slow-rate land application and distribution to industrial users. The cost of construction for the new WWTP is \$130,000,000. Total project cost is estimated to be approximately \$300M.



Recent & Current Waste Water Projects

- Bayou Marcus WRF
- City of Apalachicola
- City of Archer
- City of Chipley
- City of Dade City
- City of Deltona
- City of Gulf Breeze
- City of Melbourne
- City of Milton
- City of Panama City Beach
- City of Tarpon Springs
- City of Titusville
- City of Zephyrhills
- Destin Waster Users, Inc.
- East Milton
- Emerald Coast Utilities Authority
- Pensacola Beach
- South Walton Utility Co.

BASKERVILLE-DONOVAN, INC.
 Innovative Infrastructure Solutions



Item 10A

TAB 4

Project Team Experience

Baskerville Donovan, Inc. (BDI) has included project layouts that demonstrate the experience of the team as it relates to the City of Deltona's RFQ for Construction, Engineering and Inspection (CEI) Services for the Eastern Water Reclamation Facility. This team has continuity and has successfully worked on several Water Reclamation Facilities together, from the design and permitting to the construction. This team designed the Eastern Water Reclamation Facility and is Engineer of Record (EOR). That project is highlighted on the next page.

Over the years BDI has provided the traditional engineering services associated with wastewater design. In addition, a range of added value or the non-traditional services that set us apart from other firms. A few of those services included below are also listed on the layouts as Value Added Solutions:

- State and Federal Funding Pursuit for Grants and Low Cost Loans
- Acquisition of Water Management District Grants for Wastewater Improvements
- Digital Construction Documents Management System
- Electronic Operations & Maintenance Manuals
- Positive Outcomes for the Natural Environment; Habitat and Wildlife
- White Papers for In-process Improvements for City Decision Making
- Creative repurposing of existing facility components on new facility designs to reduce costs
- Optimization of equipment selections to balance purchase and annual O&M costs against process and operating efficiencies
- Documenting foundation and subsurface conditions during demolition to reduce subsequent subsurface investigation cost in subsequent use of the property.
- SRF Loan Administration
- Davis-Bacon Act Project Compliance

Utilities Experience Last Ten Years

75 | Wastewater Projects

50 | Wastewater Engineering
Continuing Services

40 | Reclaimed Water Projects

11 | Award Winning Wastewater
Treatment Plants

City of Deltona

AWT Water Reclamation Design & Permitting



City of Deltona

Dave Denny
Deputy City Manager
(386) 878-8972
ddenny@deltonafl.gov

Successful Project Implementation

The City of Deltona retained Baskerville-Donovan, Inc. (BDI) to design and permit their water reclamation facility. The City's Eastern WWTP will have an initial capacity of 1.0 mgd and will be expandable to an ultimate capacity of 3.0 MGD. It is understood that the Eastern WWTP will be of modular design and constructed in multi-phases of 1.0 MGD each. This new treatment plant has been designed to operate as an award winning facility that brings pride to the City of Deltona based on the City Staff and BDI Team commitment and approach to this wastewater facility.

The proposed Eastern WRF will be located on a 52 acre property owned by the City at the end of 11th Avenue just east of SR415. The WRF will utilize Membrane Bioreactor (MBR) technology and provide an ultimate treatment capacity of 4.5 MGD through three 1.5 MGD phases. The treatment process units constructed in the first phase will be sized for 1.5 MGD AADF; however to reduce initial costs, membranes will initially be installed in three of four chambers providing a capacity of 1.0 MGD AADF of MBR treatment. The membrane equipment in the fourth chamber will be installed later when the average daily plant influent flow starts to reach about 0.85 – 0.9 MGD. At that time, the facility will be fully staged for the first phase design capacity of 1.5 MGD AADF.

The unit processes for the new Eastern WRF will be screening and grit removal, a five-stage biological nutrient removal process and MBR, chlorine contact disinfection, and a reclaimed water effluent pump station. The five-stage biological nutrient removal process followed by a MBR allows the City to meet stricter effluent limitations or regulatory restrictions. The project also includes provisions for the future addition of ultraviolet light disinfection prior to the chlorine contact chambers when such a system becomes a desirable disinfection method. Other features of the proposed facility include a 2.5 million gallon reject ground storage tank, a 5.0 million gallon reclaimed water storage tank, a reject and on-site pump station, a return activated sludge pump station, hypochlorite solution storage tanks and feed system, alum and sodium hydroxide solution feed pump systems, SCADA system, emergency power generator system, electrical/MCC, operations/administration and laboratory building, and maintenance building. The project also includes biosolids treatment. Biosolids generated onsite will be thickened, dewatered and chemically neutralized to achieve a Class A biosolids designation.

Value Added Solution

As a part of the Eastern WRF project for the City of Deltona, a rapid infiltration basin (RIB) for the City's existing and proposed wastewater treatment facilities was proposed on vacant land owned by the City. The project included the planning, evaluation, permitting, and design of the site including RIB and stormwater storage ponds. The conceptual plan included seven RIB cells for a total disposal capacity of 1.0 MGD, a stormwater pond, and space for future supplemental (stormwater) reuse storage, treatment, and pumping. A groundwater model of the site was developed for permitting the RIB through FDEP. The first phase of the design included three cells for wastewater effluent reuse and two cells constructed for stormwater retention.

BDI services included:

- Funding Assistance
- Planning and Evaluations
- Design (process and final)
- Permitting
- Surveying
- Civil Site Work
- Stormwater Management
- Structural Engineering
- Electrical and Instrumentation Engineering

Emerald Coast Utilities Authority

Central Water Reclamation Facility (CWRF)



Design responsibilities included all civil and environmental design aspects of the CWRF, along with surveying services associated with the CWRF site purchase and development. BDI also provided oversight of all other design disciplines involved on the project.

The replacement of the Emerald Coast Utilities Authority's (ECUA) Main Street Wastewater Treatment Plant included approximately 25 miles of large diameter transmission main ranging from 18" to 54", three new regional pumping stations and a new Advanced Water Treatment Facility (AWT) designated the CWRF. Transmission mains are predominantly of ductile iron pipe installed by cut and cover methods with limited HDPE sections installed by directional drilling or jack and bore methods. The new pumping stations are cast in place concrete with submersible pumps. The CWRF will produce up to 22.5 million gallons per day of reclaimed water for reuse by Gulf Power and International Paper thus achieving 100% beneficial reuse. The CWRF consist of concrete tankage for the biological treatment process with support facilities either of concrete masonry units or steel framed structures with CMU infill. The employed process is a five stage biological nutrient removal system with high level chlorine disinfection. The solids handling consists of screw presses in combination with an indirectly heated single pass paddle dryer producing Class AA biosolids suitable for unrestricted use as a fertilizer.

Successful Project Implementation

BDI continued as the prime consultant in the provision of Engineering Services During Construction (ESDC's) with primary responsibility for the CWRF and two of six transmission contracts which constitute more than half of the construction cost of the project. Finally, BDI is serving as the primary author of the project O&M manual and the startup phasing plan inclusive of interaction with Gulf Power and International Paper as major reclaimed water users.

Value Added Solutions

BDI served as the Prime Consultant to in the development and implementation of the project's Financing Plan, Facilities Plan and construction documents. BDI had the primary responsibility for the project's funding pursuit and the detailed design of the CWRF. Under that lead role, BDI was instrumental in ECUA receiving over \$25 million in State grants and \$134 million in FEMA grants.

BDI services included:

- Funding Administration
- Wastewater Facilities Planning
- Design Services
- Permitting
- Surveying
- Bidding and Oversight
- Construction Administration
- EOR
- Electronic O&M Manuals



ECUA

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“I have served as the ECUA's Executive Director and the organization has benefited from BDI's superb environmental engineering services and their extraordinary non-traditional services.”

**-Steve Sorrell, P.E.
Executive Director**

City of Dade City

Wastewater Treatment Plant Upgrades and Reclaimed Water System Expansion – Design, Permitting & ESDC

Two major infrastructure projects under construction in 2013

Baskerville-Donovan, Inc. (BDI) was retained by the City of Dade City under a continuing consulting contract to provide engineering services for their wastewater system. The City staff of Dade City directed BDI to provide continued funding assistance, design, permitting and engineering services during construction (ESDC) for the expansion of their reclaimed water distribution system and upgrades at the City's 1.5 MGD Wastewater Treatment Plant. Construction on both projects began in January 2013 and is scheduled for completion in the Fall of 2013.

Successful Project Implementation

A Comprehensive Facilities Plan identified the components that were prime candidates for rehabilitation or replacement at the City's WWTP that was originally constructed in the 50's, expanded twice, in the 70's and 80's, and was permitted to public access reuse in 2001. The Plan positioned the City to obtain potential grants and funding for the wastewater improvements identified. Project funding was sought and provided by the United States Department of Agriculture (USDA) Rural Development Program.

Project components for Phase 1A at the Wastewater Plant include conversion of the gas chlorine system to a liquid bleach system, replacement of the clarifier mechanisms, replacement of catwalks to improve site safety, design and construction of a new solids digester complete with a diffused aeration system, replacement of one aeration blower, replacement of filter media, and electrical and structural upgrades as necessary.

The simultaneous reclaimed water distribution project's focus is on expanding the effluent system to deliver reclaimed water north of the City to the Little Everglades Ranch. In addition to the Little Everglades Ranch, the transmission main will be capable of supplying reclaimed water to schools, industrial sites, and agricultural sites. The connection to the Little Everglades Ranch alone will offset approximately 0.3 million gallons per day of high quality ground water use that is currently being used for irrigation and track maintenance. Approximately 21,000 linear feet (4 miles) of 12" transmission main will be required to deliver reclaimed water to the proposed sites. The project also features a 2.0 million-gallon ground storage tank, located at the City's Rapid Infiltration Basin (RIB) site and a booster station at the Ranch. Challenges have included permitting a directional drill under CSX railroad right-of-way.

Value Added Solution

This reclaimed water project in Dade City is a perfect example of optimizing funding sources. It is being partially funded through a grant from the Southwest Florida Water Management District (SWFWMD) Cooperative Funding Initiative, a low interest loan from USDA and matching City funds.



City of Dade City
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gonderdonk@dadecityfl.com

BDI services included:

- Preliminary Design Reports
- Reuse Evaluation
- Funding
- Survey
- Design
- Permitting
- Public Information
- CEI

City of Zephyrhills

Effluent Pumping Station Design, Bidding & ESDC

The effluent pump station at the City of Zephyrhills Wastewater Treatment Plant pumps highly treated effluent from the effluent well to a reclaimed water storage tank or to the rapid infiltration basins (RIBs) north of the facility. The existing 20-year old pumps were settling on a gravel foundation resulting in possible misalignment between the drive and pump units as well as the suction and effluent piping system. BDI completed a feasibility study to evaluate four replacement alternatives including: new horizontal split case pumps, vertical turbine pumps in cans, vertical turbine pumps mounted on top of the effluent well, and submersible pumps. BDI then prepared final design documents for new vertical turbine pumps mounted on top of the existing effluent well. The design included mechanical, structural, and electrical components.

Successful Project Implementation

During the construction project of the effluent pumping station, City staff began to have issues with the solids handling valves. The Sr. Construction Engineer on – site during a weekly construction meeting recommended a change order to the existing contract to save bidding time and expenses, as well as, mobilization fees. The process was very smooth and the change order was implemented successfully upon internal approval.

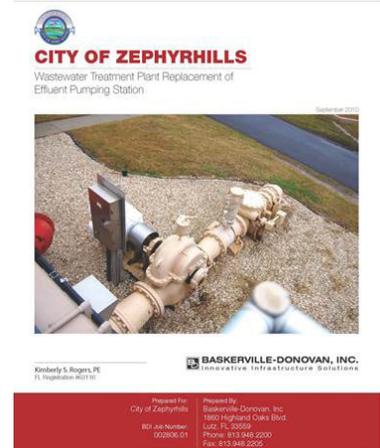
Value Added Solution

The Utility Director wanted the opportunity to evaluate the direction to take on the repair/replacement of the effluent pumping station. He was going to need to use a very thorough report to convince the powers to be that he needed to force the project on the current budget year. The internal services of the marketing graphics department at BDI were used to produce a report that the Director could utilize at the administration and council level. He proclaimed at the time that it was the best Basis of Design Report that he had ever been given in his career.

The report defined the existing conditions of the effluent pumps, discussed the proposed replacement alternatives, summarized and presented BDI's recommendations. The appendices include life cycle cost calculations and vendor supplied information for the pumps evaluated. The report was technical, yet graphical, comparisons and numerous field photos gave it a layman's appeal.

BDI services included:

- Basis of Design Field Investigation
- Alternative Analysis Basis of Design Report
- Geotech/Survey
- Engineering Design; Mechanical, Structural and Electrical
- Bidding Services
- Engineering Services During Construction



City of Zephyrhills
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City of Melbourne

DB Lee Water Reclamation Facility (WRF) Expansion and Improvements

The City of Melbourne selected the Baskerville-Donovan, Inc. (BDI) Team to provide engineering, architectural, geotechnical, land surveying, and funding services for all aspects of the DB Lee Water Reclamation Facility (WRF) Expansion and Miscellaneous Improvement Project. The scope of work includes a three phase process for the evaluation, design, and construction of the WRF expansion and improvements. The project will include improvements to the headworks; odor control; existing flow EQ; aeration basins; oxidation ditch; clarifiers; new filters; electrical; instrumentation; piping; laboratory; civil/site; and other appurtenant improvements.

Successful Project Implementation

The City of Melbourne's DB Lee WRF requires expansion capacity and improvements to several of its processes. These processes will either result in additional unit process treatment capacity or provide the replacement for equipment that has reached their useful life. The WRF specific unit processes that were evaluated for expansion and/or improvement include the grit removal process, flow equalization, biological nutrient removal (DenitR) process basins, flow splitter box, clarification, filtration, sludge stabilization pumping systems, electrical and SCADA, and ancillary operational improvements. In addition, the DB Lee WRF has the need for building improvements and added space at a couple of locations that will result in two (2) new 5-bay storage buildings and improvements to the existing laboratory facility. The project is currently in the design phase.

Value Added Solution

The City of Melbourne selected the Baskerville-Donovan, Inc. (BDI) Team to provide professional services to seek funding for the project. The City has requested that the BDI Team assist with the funding services inclusive of the preparation of the draft FDEP SRF Loan Application and review of the SRF Loan Agreement for the DB Lee WRF Reuse Project Contract #1, which included coordinating with the FDEP BWFF on behalf of the City of Melbourne, data acquisition and review, and development of financial projections.

BDI services included:

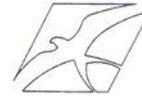
- Wastewater Facilities Planning
- Design (process and final)
- Permitting and Funding
- Surveying
- Civil, Structural, and Electrical Engineering



City of Melbourne
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St. Lucie West Service District

Wastewater Treatment Facility Expansion, Design, Permitting and ESDC



ST. LUCIE WEST
SERVICES DISTRICT

The St. Lucie West Services District (“SLWSD”) currently has a 2.0 MGD Wastewater Treatment Facility (WWTF) that was originally constructed in 1986. The WWTF is permitted by the Florida Department of Environmental Protection (FDEP) to treat up to 2.0 MGD on maximum contiguous three-month average daily flow basis (TMADF). The WWTF is an advanced secondary treatment facility inclusive of filtration that produces effluent meeting unrestricted public-access reclaimed water standards as defined by the Florida Administrative Code.

Successful Project Implementation

Due to the limited hydraulic treatment capacity and the significantly increased CBOD and TSS loading on the WWTF, the District has authorized Baskerville-Donovan, Inc. (BDI) to perform a multi-phase project for the evaluation, planning, permitting, design, bidding and construction phase services for the necessary WWTF upgrade and improvements. BDI offered to fast track the schedule.

Value Added Solution

Phase 1 of this project was authorized under a work authorization to include the Engineering Evaluation Services. This evaluation examined reasonably available alternatives for the expansion of the treatment works and the biosolids management facilities to determine the most desirable plan for the facility to treat the high influent CBOD and TSS loading while meeting current and projected effluent requirements and most cost effectively managing its biosolids disposal. This effort has culminated in the Preliminary Engineering Report as is currently being finalized by BDI.

Phase 2 is Contract Documents, Permitting and Bidding. The project is currently nearing 100% and scheduled to bid in August 2013

The remaining efforts in this project will execute the identified plan through the final phase as authorized by the Work Authorization will be Phase 3 - Construction Administration and Startup.

BDI services included:

- Wastewater Facilities Planning
- Design (process and final)
- Permitting and Funding
- Surveying
- Civil, Structural, and Electrical Engineering
- Bidding Services
- Engineering Services During Construction



St. Lucie West Services District
Dennis Pickle
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City of Panama City Beach

AWT Water Reclamation Design, Permitting & ESDC

The expansion and miscellaneous improvements included conversion of the existing orbital activated sludge facility to advanced waste treatment using a five-stage biological nutrient reduction (BNR) process and expansions to 14 MGD for other unit processes. The scope of services for this project included preliminary engineering, final design, assistance in obtaining regulatory agency approvals, bidding, construction and startup services.

Successful Project Implementation

The evaluation of unit processes including primary, secondary, tertiary, residuals treatment and dewatering and all support systems (electrical, instrumentation and control, and sitework) for improvements needed to expand the existing facility from its rated capacity of 10 MGD to 14 MGD. Consideration was given in this evaluation for anticipated needs to accommodate the projected ultimate capacity of 18 MGD.

Historic wastewater variations and mass loadings were evaluated from the past five years of operation data. Future influent characteristics and mass loadings were developed and projected through the planned capacity increase. Timing of capacity utilization was assessed relative to City-provided growth projections for the program planning period.

Treatment process alternatives for achieving a 14 MGD treatment capacity and advanced waste treatment levels of nutrient reduction were evaluated by BDI with up to eight process alternatives provided. BDI provided the lead role, with City participation, in negotiations, technical discussions and process calculation review for alternate BNR process configurations with Envirex to determine potential hybrid designs utilizing traditional five-stage BNR process concepts and the patented Envirex Orbal process. Such efforts were geared towards achieving process design alternatives that retrofit the existing structures for maximization of existing assets and processes with a performance guarantee from Envirex. Cost evaluations were performed to determine the most economical alternative on a present worth basis.

Value Added Solution

Unique challenges associated with this project included an environmentally sensitive receiving water body and accelerated completion schedules to comply with FDEP Consent Order Requirements. The project included several innovative features such as, ultraviolet disinfection with chlorination for reclaimed water, surface water discharge to shell fish (class 2) waters of West Bay preventing any impact on wildlife and public access reuse-rather than using potable water for watering golf courses and parks.



City of Panama City Beach

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BDI services included:

- Wastewater Facilities Planning
- Design (process and final)
- Permitting and Funding
- Water Quality Monitoring
- Surveying
- Civil, Structural, and Electrical Engineering
- Construction Administration

Destin Water Users, Inc.

Water Reclamation Facility (WRF) Expansion & ECDC



Over the years, BDI has assisted Destin Water User (DWU) through numerous expansions of its water supply and wastewater treatment systems. The wastewater treatment facility has received a number of “Plant of the Year” awards from FDEP. This well managed, user-owned utility has been a leader in wastewater reuse in Northwest Florida.

Successful Project Implementation

The most recent WRF expansion increased the plant capacity to 6.0 MGD. BDI has now performed the design, permitting and construction administration for six different expansions on the same site. This latest expansion included the replacement of Eimco process equipment with WesTech equipment resulting in a significant savings to DWU in both capital and operational maintenance costs.

The project included the planning, permitting, design, and construction administration for a 2.0 MGD treatment capacity expansion to the 6.0 MGD water reclamation facility. The project included the demolition of the existing contact stabilization plant and clarifiers, a replacement influent fine screen, modifications to the existing flow equalization basin, a new biological nutrient removal basin, two secondary clarifiers, chlorine contact chamber expansion, automatic backwash filters, miscellaneous pumping stations, aerobic digester, modifications to the existing reject storage pond, a 2.1 MG reclaimed water ground storage tank, miscellaneous flow meters, motor control center (MCC), electrical, and instrumentation/control improvements, and a new 1,200 kW diesel generator.

Value Added Solution

BDI has provided complete engineering and surveying to DWU since they were first incorporated 36 years ago. Founded in 1964 as a water utility, wastewater treatment was added 10 years later, and in 1985, a reuse facility was added. This reuse facility was the first of its kind in Northwest Florida. BDI has worked with DWU to help establish and populate their GIS database. An initial database design was developed based on the existing water and wastewater utility systems. A pilot area was identified and field data collection approach was determined. A cost-effective HP iPaQ pocket PC equipped with a GPS card and ArcPad met data accuracy needs and was chosen as the field data collector. Menus tailored to water and wastewater features were customized in Application Builder for use as drop-down lists in ArcPad. This provided a simple, effective solution for field crews.

BDI services included:

- Environmental Design
- Civil Engineering Design
- Surveying
- Electrical Design
- Mechanical Engineering Design
- Structural Engineering
- Retrofit Eimco to WesTech
- 5 expansions of WWTP on same site to 6.0 MGD



Destin Water Users, Inc.
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Quentin L. Hampton Associates, Inc. (QLH)

The firm was founded by Quentin L. Hampton during 1964 and Articles of Incorporation were prepared during 1967. The firm's original office was located in unincorporated Volusia County west of Holly Hill, the present location is in the Eastport Business Park, Port Orange, Florida. QLH is a Professional Services Corporation and the owners are professional engineers, active in all phases of the firm's design and production. Corporate officers/owners are Brad T. Blais, P.E., President, David A. King, P.E., Vice President/Treasurer, and Andrew M. Giannini, P.E., Secretary.



The client list and duration of tenure, shown below, indicate the firm's range of service. QLH has served neighboring municipalities and surrounding communities for 46 years.

Client	Continuing Services Since
Cocoa Beach	1968
Port Orange	1980
DeLand	1987
Ormond Beach	1992
Edgewater	1994
Holly Hill	1995
South Daytona	1995
Cocoa	1997
Volusia County	1998
Orange City	2001

Client	Continuing Services Since
Ponce Inlet	2001
New Smyrna Beach	2002
Flagler Beach	2003
Utilities Commission	2006
New Smyrna Beach	2006
Satellite Beach	2006
Deltona	2009
Brevard County	2009
DeBary	2010
Cape Canaveral	2011

QLH is integrally involved in the design and planning process for its clients. QLH has assembled the best team of engineering professionals to effectively join the BDI team to successfully complete this project. The following pages highlight four QLH projects.

City of Cocoa Beach

Water Reclamation Facility Process Conversion and Reclaimed ASR Wells

The Banana River Total Maximum Daily Load (TMDL) required the City of Cocoa Beach to make significant reductions in their annual nutrient load discharges to the Banana River in order to avoid violating their NPDES permit. Unfortunately, the City's existing Anoxic/Oxic biological treatment process was unable to meet the annual loading limits of 4,022 of pounds/ year total nitrogen and 1,063 pounds/ year of Total Phosphorous. The City needed to upgrade their treatment to achieve AWT standards and produce a 5-5-3-1 wastewater effluent.

QLH assisted the City address the TMDL requirements by negotiating an administrative order (AO) to provide time for feasibility studies, planning, design, and construction of requisite improvements. The final result was a water resource management plan which included treatment plant upgrades, process conversion and Lower Floridan Aquifer reclaimed water storage and recovery (ASR) wells.

The process upgrade selected utilized a 4-stage biological process with Integrated Fixed Film Activated Sludge (IFAS) suspended growth media installed in the aerobic basins that was able to utilize the existing A/O structures for most of the treatment volume and an additional basin was constructed for post anoxic treatment and reaeration. The selected process is designed to treat 6 MGD to AWT standards and is currently operating at 4 MGD AADF and achieving TN and TP levels below 1.0 mg/l.

Successful Project Implementation

During the Construction Phase QLH provided comprehensive bidding assistance, traditional CEI services including provision of Resident Project Representative and Engineer of Record services, shop drawing reviews/approval, addressing requests for information, handling contractor and subcontractor communications, issuance of field orders, production of final facility record drawings, supporting staff with facility operations training and start-up activities, managing the turn-over process and issuing the final certification completion.

Value Added Solutions

Of particular benefit to the City, QLH assisted City staff secure a State Revolving Fund (SRF) loan for \$22 million for construction of the treatment plant upgrades, ASR wells, technical services during construction, and contingencies. QLH also provided Davis-Bacon Act oversight, administered the SRF Loan throughout the construction process.



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City of DeLand

Wiley M. Nash WRF Reclaimed Storage & Reservoir/ Recharge Basin, Phase I

The project represents Phase I of DeLand's integrated reclaimed/storm/surface water storage and recovery program. New storage, pumping and recovery facilities will enable the City to utilize additional reclaimed water and include stormwater as an augmentation source. Future project phases will provide for conveyance of surface water from the St. John's River to the City's water reclamation facility.

Successful Project Implementation

Primary system components included a (1) 3.0 mg storage tank, foundation stabilization, 10 acre reservoir/ recharge basin, and high service distribution pumps. All of the components were constructed on City owned property at the Wiley M. Nash W.R.F. The site is adjacent to the City's existing regional stormwater pond which receives pumped stormwater from the entire DeLand drainage basin. The project provided for increased reuse utilization and corresponding decreased effluent discharge to the St. John's River.

Horizontal wells were designed to enable recovery and filtration of 2,000 gpm (2.88 mgd) on a continuous basis. Additional high service pumps provided for peak distribution capacity of 13 mgd. The Phase I project yielded 1.2 mgd of additional water supply. The Phase II project involves transfer of surface water from the St. John's River. Upon completion of proposed Phase II components the estimated yield is 2.9 mgd. Customers include: (3) golf courses, 9,000 single family homes, Stetson University and miscellaneous other commercial users. The Phase I construction contract was awarded to McMahan construction in November 2004 for \$2.72 million.

Value Added Solution

The project was described as part of the Regional Aquifer Management Project (RAMP), specifically under the DeLand Ridge Ramp (DR2 element). The project allowed for increased aquifer recharge, in an area of Karst formation. It also provided for increased reclaimed water/stormwater recovery and utilization. The Phase I project was a joint effort between DeLand and St. Johns River Water Management District. A Florida Forever Grant for \$1.3 million was approved to aid in construction of the \$2.7 million dollar project. Additional grant funding was approved for construction of subsequent phases.



City of DeLand
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City of Edgewater

Wastewater Treatment Plant Renewal and Replacement

Successful Project Implementation

Edgewater's Advanced Wastewater Treatment Plant was constructed in 1993. It is a 5-stage Bardenpho nutrient removal facility with two (2) trains and a rated capacity of 2.75 MGD. The majority existing equipment had reached the end of its useful life and required replacement and upgrade. The project included the addition of a third secondary clarifier, sludge thickening centrifuge, and rehabilitation or replacement of all mechanical pumps and equipment. The project also involved automation and control upgrades in addition to energy saving improvements.

Value Added Solution

QLH assisted in the application and administration of SRF funding for the complete project.

The project design elements include:

- Influent screening
- Replace existing grit separator and classifier
- Rehabilitation of the influent lift station
- New influent flow meter
- Headworks and influent lift station odor control
- Replace equipment at 5-stage Bardenpho® biological process
- New automated control system for biological process
- Replace IR pumping with integral flow channels and adjustable gates within the process basin
- Rehabilitation of two (2) existing clarifiers
- Install one (1) new clarifier and WAS pumping
- Replace RAS and WAS pumps
- Rehabilitation Dynasand® filter
- Conversion from gas chemical system to liquid sodium hypochlorite and sodium bisulfite including new tanks pumps, and piping
- Replace six (6) vertical turbine transfer pumps
- Install sludge thickening centrifuge and equipment ancillary equipment
- Replace plant-wide SCADA system and upgrade to fiber optic network

This project is currently under construction by Brandes Design Build for a contract amount of \$6,347,283. The project is scheduled to be completed March 2014.



City of Edgewater

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City of Holly Hill

Wastewater Treatment Plant Expansion & Improvements

Successful Project Implementation

Holly Hill's advanced wastewater treatment plant was constructed in 1990. Its original design capacity was 2.4 MGD. In 2007, QLH completed design, permitting and SRF funding assistance for expansion and upgrade of the facility. The design included replacement of most existing mechanical equipment and construction of one (1) new 1.5 MGD Orbal BTU, 80' clarifier and (2) disc filters.

Value Added Solution

QLH recommended re-rating the basins from 2.4 MGD to 3.0 MGD, ADF capacity. During this process it was determined that retrofitting the 'orbal' process basins (BTU's) with a 'smart BNR' control system would increase system efficiency.

The project design elements included:

- Two (2) new 3 millimeter influent screens and screening compactors
- Replace existing centrifugal grit separator and classifier
- Upgraded blowers and diffusers in equalization basin
- Replace equalization transfer pumps with higher capacity dry pit submersible pumps
- Retrofit 'orbal' process basins (BTU's) with 'smart BNR' control system. Re-rate basins from 2.4 MGD to 3.0 MGD, ADF capacity
- Replace all I.R., RAS and WAS pumps. Install VFD's and new Ethernet based controls.
- Add one (1) new 'orbal' BTU and 80' diameter clarifier
- Add filter feed structure and two (2) 1.0 MGD 'disc filters'

Bids were received in November 2007 and the project was awarded to Meadors Construction in the amount of \$4,619,500. The bid award did not include the third BTU. The project was completed in September 2009.



City of Holly Hill
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Andreyev Engineering, Inc.



Andreyev Engineering, Inc. (AEI) is a Florida based engineering consulting firm that specializes in the fields of geotechnical and hydrogeologic engineering, environmental consulting, and construction materials testing/inspection. AEI was founded (incorporated in the State of Florida) in 1993 by Mr. Nicolas E. Andreyev, P.E. who serves as President of the company. AEI's corporate headquarters are located in Sanford, Florida (Metropolitan Orlando), and the firm has a network of branch offices in Clermont, St. Petersburg, Pasco County and The Villages. Through our network of offices, we are able to provide our services competitively throughout the state of Florida.

Currently the firm employs a staff of fifty (50) engineers, geologists, scientists, and technical and support personnel who all share the same philosophy that drives the company's success: To provide their clients with the highest level of service through teamwork, innovation, quality and experience. By drawing on their collective experience and maintaining a focus on current industry trends, they are able to provide clients with timely and cost effective solutions.

The firm's founder, Mr. Nicolas E. Andreyev, P.E., is a recognized expert in the specialized field of engineering hydrogeology. Mr. Andreyev has authored many publications in this field and has also developed computer software that is used by many in the civil engineering industry. Collectively, AEI has fourteen professionals registered in the state of Florida (ten professional engineers and four professional geologists). The AEI staff has extensive experience in the fields of geotechnical engineering, environmental consulting, hydrogeology, computer simulation and construction materials testing/inspection and has acquired this experience locally, regionally, nationally and internationally.

AEI provides services to both the private and public sectors and currently works with many local government agencies under continuing contract agreements. Additionally, AEI is pre-qualified by the Florida Department of Transportation (FDOT) in work Groups 9.1, 9.2, 9.3, and 10.3. The staff of AEI has extensive experience in the transportation sector including roadways, bridge structures, tunnels and aviation facilities. Other sectors they are experienced with include: solid waste, medical, educational, commercial-retail, residential, water and wastewater treatment facilities.

AEI has the experience and capability to carry out subsurface investigation studies in all types of terrain and conditions (land and water) using in-house drilling equipment as well as drawing on the resources of their affiliates. Drilling equipment used by AEI includes truck-mounted, trailer mounted, barge mounted or portable. AEI and their affiliates have a total of twenty (20) drill rigs which gives them the ability to provide timely service even during periods of peak demand. Subsurface investigation studies incorporate soil and rock sampling techniques, constructing groundwater monitoring/sampling wells and installing geotechnical instrumentation devices.

AEI has a full service soils and materials testing laboratory and also has the resources available to provide accurate and time sensitive responses. Analytical testing of soil and groundwater samples in connection with environmental studies is provided by means of outsourcing to reputable and qualified laboratory testing firms.

Integrity, technical excellence, responsiveness, quality work, and value are the core values of AEI and the reasons that their clients remain satisfied and loyal to them. QLH has teamed with AEI on multiple projects, including projects in the City of Deltona.

BRPH, Inc.



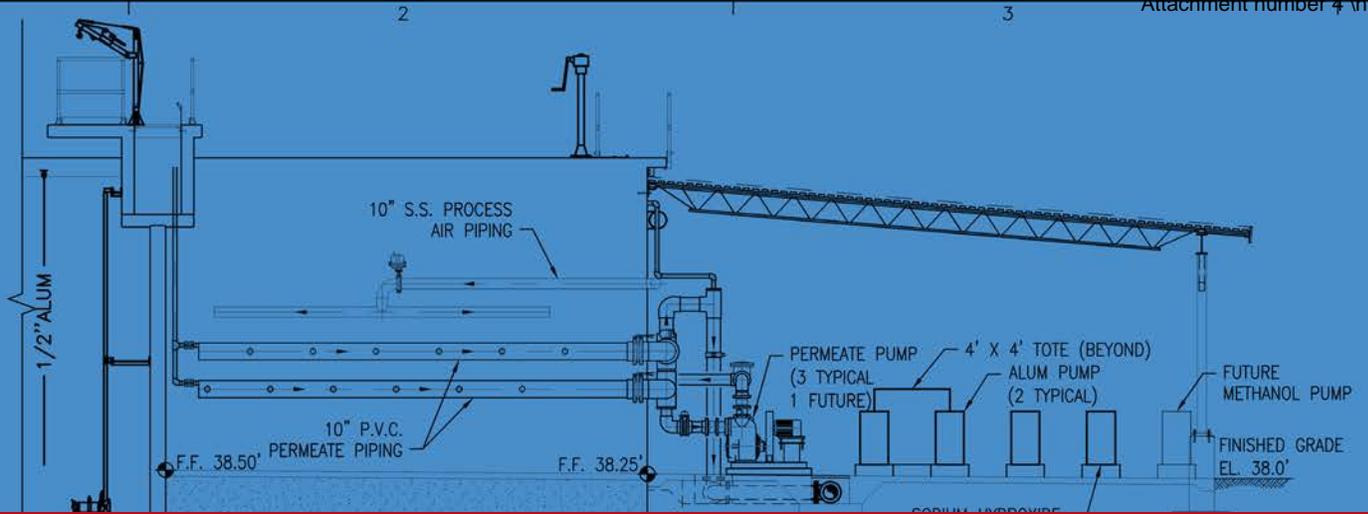
BRPH was founded in 1964 and has grown steadily over the past 49 years, both in terms of staff and multidisciplinary experience. Headquartered in Melbourne, Florida, BRPH is an architecture and engineering design firm with a staff of more than 180 professionals. Their in-house capabilities include architecture, interior design, structural, mechanical and electrical engineering, and construction management. BRPH also provides cost control/estimating and project scheduling and has an extensive quality control program.

BRPH has been recognized by some of the most prestigious associations and publications in the country. Engineering News Record (ENR) lists BRPH among the 500 largest design firms in the United States and ENR Southeast magazine consistently ranks us as one of the premier design firms in the Southeast. Architect magazine ranks them as one of the top 250 architects in the nation, and they were recently ranked by Building Design and Construction magazine as one of the top engineering/architecture firms (#21).

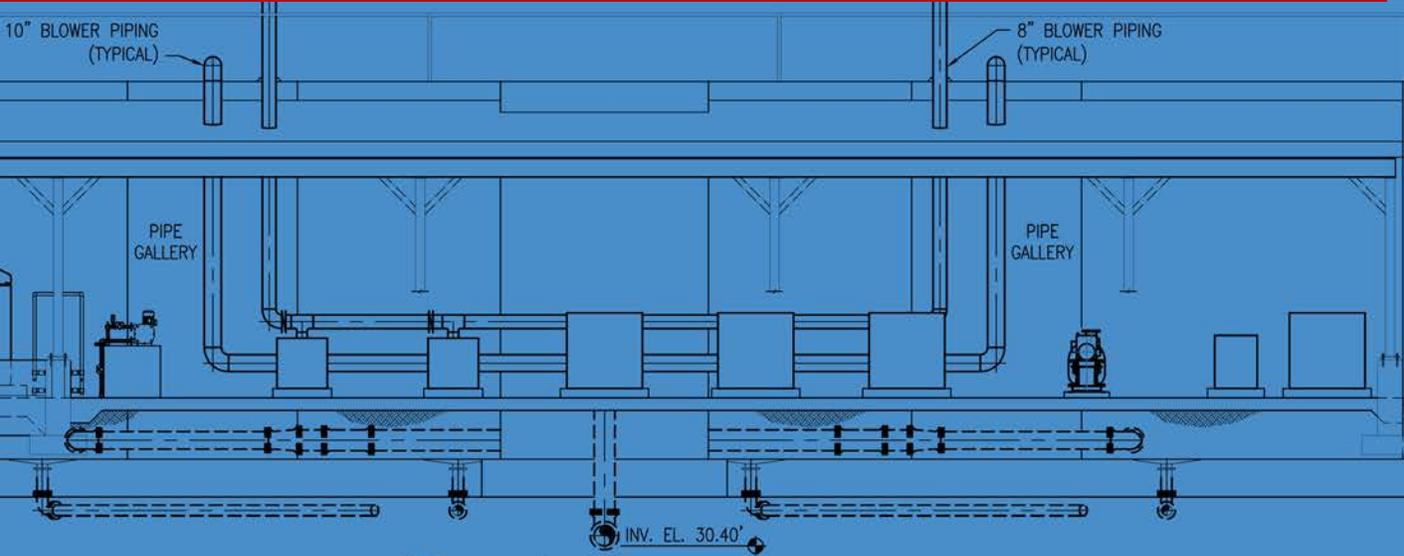
BRPH is a member of the U.S. Green Building Council and more than 40% of their professional staff is LEED accredited. Since 2002, they have designed and built multiple projects to Silver and Gold certification standards. BRPH was recently listed among the Top 100 Green Design Firms in the United States by ENR and Southeast Construction Magazine ranked BRPH second on its list of Top Green Design Firms in the Southeast.

The BRPH team has designed numerous facilities for municipal and state agencies. This experience includes facility planning studies to review operations, facilities, locations, and various approaches to financing new municipal buildings and subsequent designs for 30 year or longer life-spans. Their experience includes new construction, renovations, and additions to state and local government facilities such as:

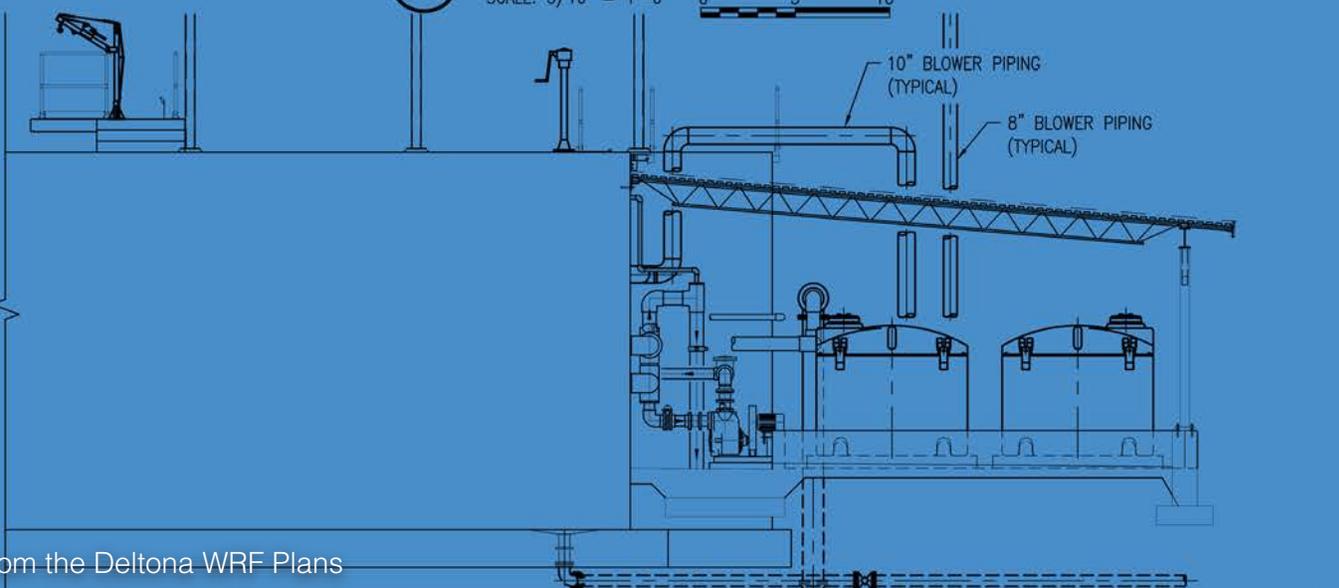
- City halls and municipal buildings
- Public works complexes
- Recreation and community centers
- Athletic complexes
- Fire fighting and rescue facilities
- Fire training facilities
- Police stations
- Communication/Emergency centers
- Maintenance/warehouse facilities
- Educational facilities



TAB 5 Key Project Personnel



B1 BNR/MBR - SECTION
SCALE: 3/16" = 1'-0" 0 5' 10'

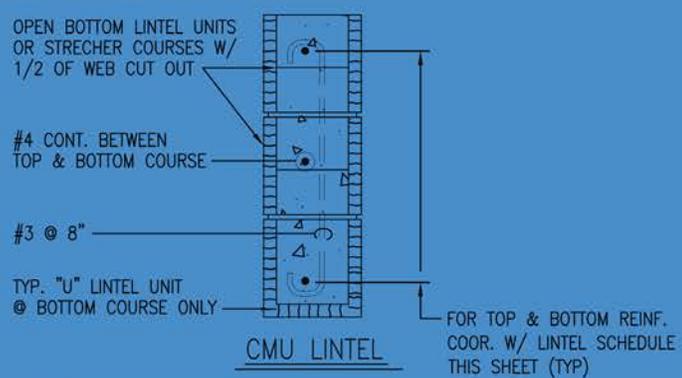
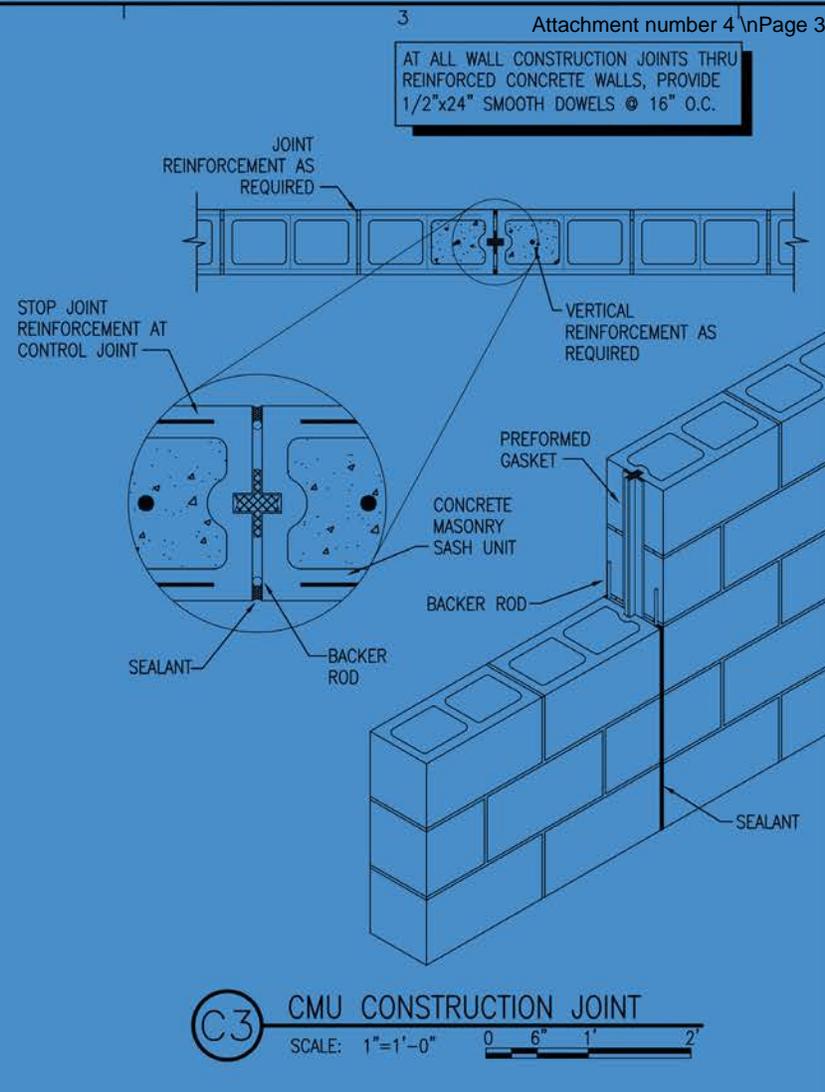
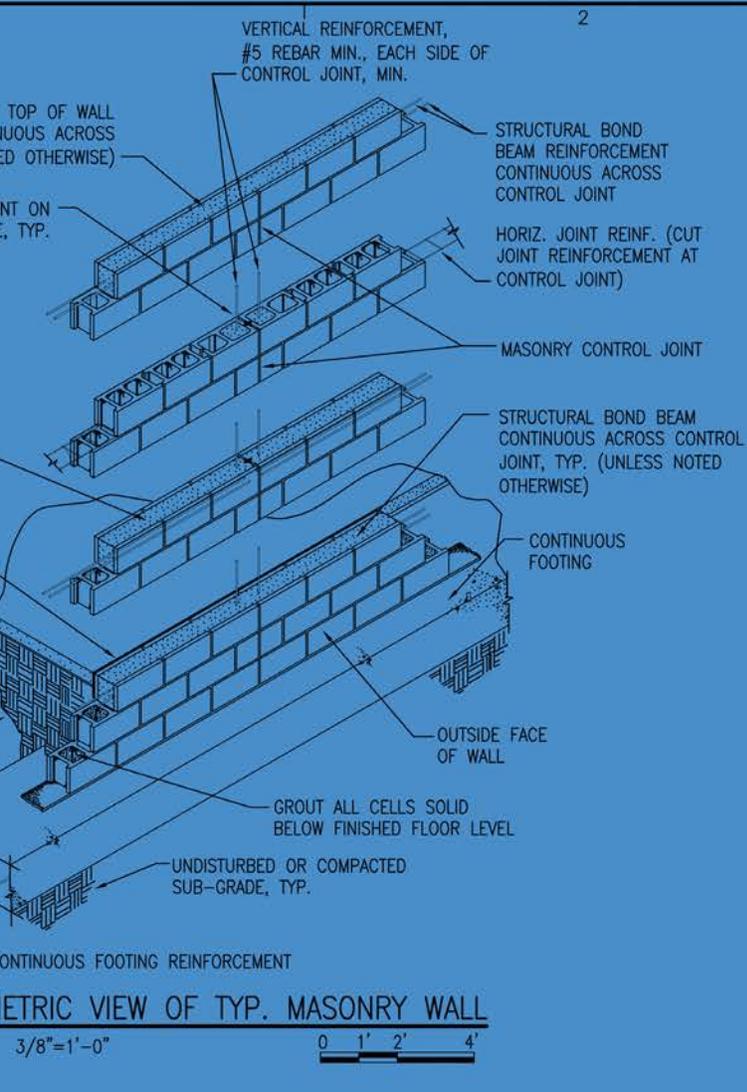


A1 BNR/MBR - SECTION
SCALE: 3/16" = 1'-0" 0 5' 10'

Excerpt from the Deltona WRF Plans

BASKERVILLE-DONOVAN, INC.
Innovative Infrastructure Solutions

Item 10A



NOTE:

- VERIFY ALL CMU OPENINGS W/ ARCHITECT DWG'S.
- ALL CMU LINTEL BEAMS ABOVE BOTTOM COURSE SHALL BE CONSTRUCTED OF OPEN BOTTOM LINTEL UNITS.
- CMU OPENINGS TO HAVE A MIN. 8" SILL BEAM REINF. W/ 1#5.
- EXTEND REINF 36 BAR DIAMETERS EA SIDE OPNG UNLESS NOTED OTHERWISE
- COORDINATE W/ SECTIONS, DETAILS & GENERAL NOTES

CMU LINTEL SCHEDULE		
SPAN	DEPTH	TYPE
4'-0" MAX.	16" CMU	#5 T&B
4'-0" - 8'-0"	24" CMU	#5 T&B
8'-0" - 12'-0"	36" CMU	#7 T&B

TAB 5 Key Project Personnel

	City of Deltona - AWT Water Reclamation	Emerald Coast Utilities Authority - CWRF	City of Dade City - Wastewater Treatment Plant	City of Zephyrhills - Effluent Pumping Station	City of Melbourne - DB Lee WRF	St. Lucie West Service District - WWTF	City of Panama City Beach - AWT	Destin Water Users, Inc. - Reuse Facility	City of Deland - Wiley M. Nash WRF Reclamation Facility	City of Edgewater - WWTP Renewal	City of Holly Hill - WWTP Expansion
Thomas Vill, PE, AICP	X	X	X			X					
Stephen Lienhart, PE	X	X	X								
Fred Donovan, Sr., PE	X	X	X		X	X		X			
Dave Plavcan, PE		X		X							
Stephen Burwinkel, PE	X		X	X	X	X	X				
Kenneth Good, PE	X					X	X				
Jared Francis, EI	X		X		X	X	X				
Stephen Farrell							X	X			
Jim Anderson, PE	X	X	X		X	X		X			
Thomas Williams, PE	X	X	X	X	X	X	X	X			
Michael Rhodes, PE	X	X	X	X	X	X	X				
Keith Hill, PE	X		X		X	X		X			
Scott Mills, PSM	X	X					X	X			
Brad Blais, PE	X							X	X	X	X
Kevin Lee, PE	X							X	X	X	X
Walter Lavender								X	X	X	X
Clarence Swimm								X	X	X	X
Gary Wisniewski								X	X	X	X
Nicolas Andreyev, PE											
Jeffrey Eller, PE											
Nicola Gigante, AIA, NCARB, LEED AP	X					X					



Thomas Vill, PE, AICP

Project Manager

Education: Bachelor of Civil Engineering, Georgia Institute of Technology

Registrations: Professional Engineer: FL, GA, NJ
Professional Planner: NJ

Affiliations: Water Environment Federation (WEF); Georgia Association of Water Professionals; Georgia Rural Water Association; Member of the American Institute of Certified planners (AICP); American Planning Association



Introduction

Mr. Vill has more than 22 years of experience providing engineering and planning services to municipal and county governments and utility authorities. During that time, Mr. Vill has provided engineering services for the evaluation, planning, design, construction, and funding of water, wastewater, and stormwater infrastructure projects. He has successfully managed projects ranging from a few thousand dollars to more than \$400 million. In addition, Mr. Vill has prepared master plans, basin studies, and capital improvement programming for water, wastewater, and stormwater systems.

Key Project Experience

City of Deltona

Eastern Water Reclamation Facility - Facilities Design

Project Role - Project Manager

The City of Deltona retained Baskerville -Donovan, Inc. to design and permit a new 1.5 MGD AADF (4.5 MGD AADF at build-out) Advanced Wastewater Treatment Plant with perforated plate drum screens, grit removal system, biological nutrient removal with Membrane Bioreactors, chlorine contact tanks, reject and wet weather storage tanks, RAS/WAS pump station, and operational administration building for an estimated construction cost of \$20 million. Assisted in the preliminary engineering and design for the new 1.0 MGD Membrane Bioreactor City of Deltona Eastern WRF including preparation of the Biosolids Basis of Design Report and Preliminary Design Report, equipment sizing and selection, cost estimation, specifications, and FDEP domestic wastewater facility permit applications.

City of Deltona

Dave Denny, Deputy City Manager

(386) 878-8972

ddenny@deltonafl.gov

City of Dade City

Dade City WWTP Rehabilitation Phase 1A

Project Role - Project Manager

The City of Dade City retained Baskerville -Donovan, Inc. to design, permit and provide ESDC services for rehabilitation of the City's wastewater treatment plant in accordance with the Phase IA items outlined in the City's Facilities Plan. Project components included conversion of the gas chlorine system to a liquid bleach system, replacement of the clarifier mechanisms, replacement of catwalks to improve site safety, design and construction of a new solids digester complete with a diffused aeration system, replacement of one aeration blower, replacement of filter media, and electrical and structural upgrades as necessary. Project funding was provided by the United States Department of Agriculture Rural Development program.

City of Dade City

Gordon Onderdonk, PE

Public Works Director / City Engineer

(352) 523-5054

gonderdonk@dadecityfl.com

Other Relevant Experience

- Dade City Rehabilitation Lift Stations Phase 1B - Dade City, FL
- Dade City WWTP Rehabilitation Phase 1A - Dade City, FL
- City of Dade City Reclaimed Water Distribution System - Dade City, FL
- Dade City WWTP Rehabilitation Phase 1B - Dade City, FL
- DB Lee Water Reclamation Facility (WRF) Expansion and Miscellaneous Improvements - Melbourne, FL
- Dade City CDBG Belt Filter Press - Dade City, FL



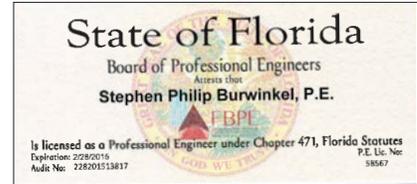
Stephen Burwinkel, PE

Construction Engineering / Contract Administration

Education: BS, Environmental Engineering, University of Central Florida
MS, Civil Engineering, University of Central Florida

Registrations: Professional Engineer: FL

Affiliations: American Society of Civil Engineers; National Ground Water Association; Florida Water Environmental Association



Introduction

Mr. Burwinkel's 15 years of experience in civil/environmental engineering includes projects covering wastewater effluent reuse and disposal, piping/production well studies and design, water resources modeling, and consumptive use permitting. He has worked as project engineer for several wastewater effluent rapid infiltration basin projects and reuse master plan updates. He has performed system evaluations and design of distribution pipeline, groundwater production wells, and associated facilities for water treatment plants, industrial facilities, and aquifer storage and recovery wells.

Key Project Experience

City of Dade City

Dade City Reclaimed Water

Project Role - Project Manager / EOR

The City of Dade City retained Baskerville -Donovan, Inc. to design, permit and provide ESDC services for rehabilitation of the City's wastewater treatment plant in accordance with the Phase IA items outlined in the City's Facilities Plan. Project components included conversion of the gas chlorine system to a liquid bleach system, replacement of the clarifier mechanisms, replacement of catwalks to improve site safety, design and construction of a new solids digester complete with a diffused aeration system, replacement of one aeration blower, replacement of filter media, and electrical and structural upgrades as necessary. Project funding was provided by the United States Department of Agriculture Rural Development program.

City of Dade City

Gordon Onderdonk, PE

Public Works Director / City Engineer

(352) 523-5054

gonderdonk@dadecityfl.com

City of Melbourne

D.B. Lee Reclamation Facility

Project Role - Project Engineer / EOR

The City of Melbourne selected the Baskerville-Donovan, Inc. (BDI) Team to provide engineering, architectural, geotechnical, land surveying, and funding services for all aspects of the DB Lee Water Reclamation Facility (WRF) Expansion and Miscellaneous Improvement Project. The scope of work includes a three phase process for the evaluation, design, and construction of the WRF expansion and improvements. The project will include improvements to the headworks; odor control; existing flow EQ; aeration basins; oxidation ditch; clarifiers; new filters; electrical; instrumentation; piping; laboratory; civil/site; and other appurtenant improvements.

City of Melbourne

Harold Nantz, PE

Asst. Public Works & Utilities Director

(321)674-5761

hnantz@melbourneflorida.org

Other Relevant Experience

- DB Lee Water Reclamation Facility (WRF) Expansion and Miscellaneous Improvements - Melbourne, FL
- Water Master Plan and Hydraulic Modeling - Dade City, FL
- Vero Beach WWTP Relocation, MBR Evaluation - Vero Beach, FL
- Wastewater Effluent Rapid Infiltration Basin Project - Kissimmee, FL
- Panama City Beach Advanced Wastewater Treatment Facility Design - Panama City Beach, FL
- Osprey Belt Filter Press Redesign Project - Titusville, FL



Ken Good, PE

Construction Engineering / Contract Administration
/ Utility Coordination / Engineer of Record

Education: BS, Ocean Engineering, Florida Institute of Technology
MS, Civil Engineering, Florida Institute of Technology
Registrations: Professional Engineer: FL
Affiliations: American Society of Civil Engineers



Introduction

Mr. Good has a strong background in the design and permitting of general civil and site development projects for local governmental and private clients. His responsibilities with these various projects included both managerial and technical aspects for tasks ranging from preliminary planning, on to design and permitting, and through construction. Mr. Good's experience includes; roadway/pedestrian improvements, wastewater collection and transmission systems, potable water distribution systems, stormwater collection and conveyance systems, flood mitigation studies, and general site improvements.

Key Project Experience

City of Deltona

Kraft/Bluefield Stormwater Improvements

Project Role - Project Engineer

BDI performed an evaluation of the basins contributing flow to the existing pond and wetland system to develop a preferred solution to eliminate flooding of the residential area around Kraft Drive and Bluefield Avenue during heavy rain events. The worst flooding occurs near homes adjacent to a wetland. Preliminary analysis included GIS work and ICPR modeling of the basin. BDI then developed and evaluated alternative solutions which were presented to the City and the preferred solution was identified. The proposed solution developed by BDI eliminates the need for a future proposed stormwater pump station. The project will re-grade the upland property around the portions of the wetland to increase the storage volume. BDI has performed the design and permitting of the preferred solution.

City of Deltona

Gerald Chancellor, PE

City Engineer/Assistant Public Works Director

(386) 878-8998

City of Fellsmere

Fellsmere Water Main Interconnect

Project Role - Project Engineer

Design, engineering and permitting of 2.25 miles of 20" and 12" water main and an interconnect vault for connection between the Indian River County and City of Fellsmere potable water distribution systems to allow for Indian River County system to supplement City of Fellsmere system in case of emergency. Responsibilities included assisting in design/permitting, utility coordination and plan preparation.

City of Fellsmere

Mr. Larry Napier,

(561) 571-1616

Other Relevant Experience

- Tumbleweed Drive Stormwater Improvements - Pasco County, FL
- Watershed 3A Master Plan - Flooding and Water Quality Improvement Project - Titusville, FL
- Downtown Melbourne Lighting and Streetscaping - Melbourne, FL



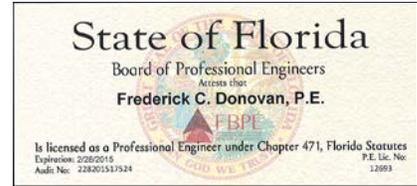
Fred Donovan, Sr., PE

Principal-in-Charge

Education: BS, Civil Engineering, Georgia Institute of Technology; OPM 17, Harvard Business School

Registrations: Professional Engineer: FL, AL
Professional Land Surveyor: FL

Affiliations: American Society of Civil Engineers



Introduction

Mr. Donovan serves as Chairman and Chief Executive Officer of Baskerville-Donovan, Inc. (BDI) and is responsible for establishing the strategic direction and providing the overall management of the firm. His tenure with the firm spans over 50 years and encompasses all capacities that the company offers. His practice has been primarily in the fields of potable water, wastewater, drainage, and transportation engineering. He served as Chairman for both the Florida Chamber of Commerce in 1988 and Pensacola Chamber of Commerce in 1981.

Key Project Experience

Emerald Coast Utilities Authority

Main Street Wastewater Treatment Plant Replacement

Project Role - Principal-in-Charge

Principal-in-Charge for the planning, design, and construction of the award winning and nationally recognized 22.5 MGD Central Water Reclamation Facility. This project was named as a top project in 2010 by Construction Specifier and in 2011 by Water and Wastes Digest. BDI also received a 2011 Engineering Excellence Honor Award from the Florida Institute of Consulting Engineers for its role in this project. BDI was responsible for funding applications, facilities plan, preliminary engineering report, permitting, construction administration in the \$130 million water reclamation facility and quality control review of the \$200 million transmission systems.

ECUA

Steve Sorrell, Executive Director
(850) 969-3300
sorrel@ecua.org

City of Deltona

Eastern Water Reclamation Facility

Project Role - Principal-in-Charge

The City of Deltona retained Baskerville -Donovan, Inc. to design and permit a new 1.5 MGD AADF (4.5 MGD AADF at build-out) Advanced Wastewater Treatment Plant with perforated plate drum screens, grit removal system, biological nutrient removal with Membrane Bioreactors, chlorine contact tanks, reject and wet weather storage tanks, RAS/WAS pump station, and operational administration building for an estimated construction cost of \$20 million. Assisted in the preliminary engineering and design for the new 1.0 MGD Membrane Bioreactor City of Deltona Eastern WRF including preparation of the Biosolids Basis of Design Report and Preliminary Design Report, equipment sizing and selection, cost estimation, specifications, and FDEP domestic wastewater facility permit applications.

City of Deltona

Dave Denny, Deputy City Manager
(386) 878-8972
ddenny@deltonafl.gov

Other Relevant Experience

- Emerald Coast Utilities Authorities Central Water Reclamation Facility - Pensacola, FL
- Military Point Regional Advanced Wastewater Treatment Facility - Panama City, FL
- Panama City Beach Advanced Wastewater Treatment Facility Design - Panama City Beach, FL
- City of Dade City Continuing Services Contract: Wastewater Collection, Treatment, and Reuse Facilities Evaluation - Dade City, FL



Dave Plavcan, PE

Quality Control / Assurance

Education: International Management/Finance:
Thunderbird School of Global
Management, Phoenix, AZ
BS - Civil/Environmental Engineering: Washington State University

Registrations: Professional Engineer: FL

Affiliations: American Water Works Association



Introduction

David Plavcan recently joined the Baskerville-Donovan in Tampa. He has been stationed in Afghanistan for the past two years. A Senior Project Engineer experienced in engineering and construction, project management, security, utility valuation, asset management, acquisitions, military and international operations, David is a valuable addition to the local team.

Key Project Experience

City of Dade City

Dade City WWTP Rehabilitation Phase 1A

Project Role - Project Manager, ESDC

The City of Dade City retained Baskerville -Donovan, Inc. to design, permit and provide ESDC services for rehabilitation of the City's wastewater treatment plant in accordance with the Phase IA items outlined in the City's Facilities Plan. Project components included conversion of the gas chlorine system to a liquid bleach system, replacement of the clarifier mechanisms, replacement of catwalks to improve site safety, design and construction of a new solids digester complete with a diffused aeration system, replacement of one aeration blower, replacement of filter media, and electrical and structural upgrades as necessary. Project funding was provided by the United States Department of Agriculture Rural Development program.

City of Dade City

Gordon Onderdonk, PE

Public Works Director / City Engineer

(352) 523-5054

gonderdonk@dadecityfl.com

City of Zephyrhills

Effluent Pump Station

Project Role - Project Manager, ESDC

The effluent pump station at the City of Zephyrhills Wastewater Treatment Plant pumps highly treated effluent from the effluent well to a reclaimed water storage tank or to the rapid infiltration basins (RIBs) north of the facility. The existing 20-year old pumps were settling on a gravel foundation resulting in possible mis-alignment between the drive and pump units as well as the suction and effluent piping system. BDI completed a feasibility study to evaluate four replacement alternatives including: new horizontal split case pumps, vertical turbine pumps in cans, vertical turbine pumps mounted on top of the effluent well, and submersible pumps. BDI then prepared final design documents for new vertical turbine pumps mounted on top of the existing effluent well. The design included mechanical, structural, and electrical components.

City of Zephyrhills

Todd Hiscock

Wastewater Supervisor

(813) 780-0029

thiscock@ci.zephyrhills.fl.us

Other Relevant Experience

- Dade City Rehabilitation Lift Stations Phase 1B ESDC - Dade City, FL
- Dade City WWTP Rehabilitation Phase 1B
- DB Lee Water Reclamation Facility (WRF) Expansion and Miscellaneous Improvements - Melbourne, FL
- City of Tarpon Springs Seminole Pump Station - Tarpon Springs, FL
- City of Zephyrhills Effluent Pump Station, ESDC - Zephyrhills, FL



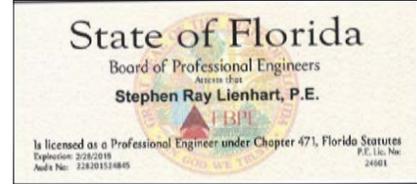
Stephen Lienhart, PE

Client Manager

Education: BS Water Resources Engineering and Management / University of South Florida
MS Sanitary and Environmental Engineering / University Of South Florida

Registrations: Professional Engineer: FL

Affiliations: American Society of Civil Engineers, Branch President, American Public Works Association



Introduction

Mr. Lienhart has over 35 years experience in water, wastewater, reclaimed water, water resources and stormwater engineering in Florida and has been responsible for providing and managing a diverse array of municipal, private sector and regulatory clients. He has been responsible for both providing and directing the delivery of planning and design projects, funding programs, constructing, implementing and subsequently operating and maintaining infrastructure components and systems.

Key Project Experience

City of Dade City

Dade City WWTP Rehabilitation Phase 1B

Project Role - Client Manager

The City of Dade City retained Baskerville-Donovan, Inc. to design, permit and provide ESDC services for rehabilitation of the City's wastewater treatment plan in accordance with the Phase 1B items outlined in the City's Facilities Plan. Project components include replacement of the influent mechanical screen, all six submersible pumps in the influent pump station, the headworks isolation gates and operators, the grit cyclone, RAS, WAS, and internal recycle pumps, and the generator and automatic transfer switch. Plant upgrades include expansion of the SCADA system to cover all unit processes, reconfiguration of grit system piping, installation of a flow splitter box upstream of the chlorine contact chambers, and the addition of flow meters and variable frequency drives at the RAS/WAS/IR pumps.

City of Dade City

Gordon Onderdonk, PE, Public Works Director / City Engineer

(352) 523-5054

gonderdonk@dadecityfl.com

City of Deltona

Eastern Water Reclamation Facility

Project Role - Client Manager

The City of Deltona retained Baskerville -Donovan, Inc. to design and permit a new 1.5 MGD AADF (4.5 MGD AADF at build-out) Advanced Wastewater Treatment Plant with perforated plate drum screens, grit removal system, biological nutrient removal with Membrane Bioreactors, chlorine contact tanks, reject and wet weather storage tanks, RAS/WAS pump station, and operational administration building for an estimated construction cost of \$20 million. Assisted in the preliminary engineering and design for the new 1.0 MGD Membrane Bioreactor City of Deltona Eastern WRF including preparation of the Biosolids Basis of Design Report and Preliminary Design Report, equipment sizing and selection, cost estimation, specifications, and FDEP domestic wastewater facility permit applications.

City of Deltona

Dave Denny, Deputy City Manager

(386) 878-8972

ddenny@deltonafl.gov

Other Relevant Experience

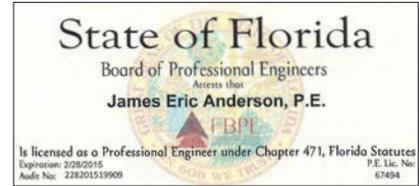
- Dade City Rehabilitation Lift Stations Phase 1B - Dade City, FL
- Dade City WWTP Rehabilitation Phase 1A
- City of Dade City Reclaimed Water Distribution System
- Dade City WWTP Rehabilitation Phase 1B
- DB Lee Water Reclamation Facility (WRF) Expansion and Miscellaneous Improvements - Melbourne, FL
- Dade City CDBG Belt Filter Press - Dade City, FL



Jim Anderson, PE

Reclaimed Water / Engineer of Record

Education: BS Civil Engineering, BS Textile Engineering, Georgia Institute of Technology
Registrations: Professional Engineer: FL
Affiliations: Northwest Florida Chapter of the Florida Engineering Society



Introduction

Mr. Anderson serves as a design engineer in the environmental division of Baskerville-Donovan. His 18 years of design experience includes wastewater collection systems, reclaimed water distribution systems, wastewater treatment plants, environmental restoration, and permitting. Mr. Anderson brings experience from a diverse background including manufacturing, finance, and information technology.

Key Project Experience

St. Lucie West Services District

Wastewater Treatment Plant

Project Role - Project Engineer

The St. Lucie West Services District (“SLWSD”) currently has a 2.0 MGD Wastewater Treatment Facility (WWTF) that was originally constructed in 1986. The WWTF is an advanced secondary treatment facility inclusive of filtration that produces effluent meeting unrestricted public-access reclaimed water standards as defined by the Florida Administrative Code. Due to the limited hydraulic treatment capacity and the significantly increased CBOD and TSS loading on the WWTF, the District has authorized Baskerville-Donovan, Inc. (BDI) to perform a multi-phase project for the evaluation, planning, permitting, design, bidding and construction phase services for the necessary WWTF upgrade and improvements.

St. Lucie West Services District

Dennis Pickle

District Manager

(772) 323-2788

dpickle@slwsd.org

City of Deltona

Eastern Water Reclamation Facility

Project Role - Project Manager

The City of Deltona retained Baskerville -Donovan, Inc. to design and permit a new 1.5 MGD AADF (4.5 MGD AADF at build-out) Advanced Wastewater Treatment Plant with perforated plate drum screens, grit removal system, biological nutrient removal with Membrane Bioreactors, chlorine contact tanks, reject and wet weather storage tanks, RAS/WAS pump station, and operational administration building for an estimated construction cost of \$20 million. Assisted in the preliminary engineering and design for the new 1.0 MGD Membrane Bioreactor City of Deltona Eastern WRF including preparation of the Biosolids Basis of Design Report and Preliminary Design Report, equipment sizing and selection, cost estimation, specifications, and FDEP domestic wastewater facility permit applications.

City of Deltona

Dave Denny, Deputy City Manager

(386) 878-8972

ddenny@deltonafl.gov

Other Relevant Experience

- Dade City Rehabilitation Lift Stations Phase 1B - Dade City, FL
- Dade City WWTP Rehabilitation Phase 1A
- City of Dade City Reclaimed Water Distribution System
- Dade City WWTP Rehabilitation Phase 1B
- DB Lee Water Reclamation Facility (WRF) Expansion and Miscellaneous Improvements - Melbourne, FL
- St. Lucie West Services District WWTP Expansion



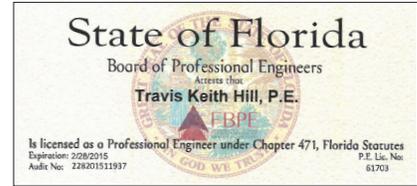
Keith Hill, PE

Engineer of Record / Mechanical & Process Design

Education: BS, Ocean Engineering, Florida Institute of Technology
MS, Civil Engineering, Florida Institute of Technology

Registrations: Professional Engineer: FL

Affiliations: American Society of Civil Engineers



Introduction

Mr. Hill's experience in the field of environmental engineering includes proficiency with unit process calculations and design of wastewater treatment facilities. He is skilled at conducting hydraulic modeling and transient surge analysis of municipal water distribution systems. His experience with municipal water systems includes performing utility audits, master planning and the completion of consumptive use permit applications. Mr. Hill specializes in Utility Systems Engineering, including hydraulic modeling for water transmission/distribution systems. As BDI's Chief Operating Officer, Mr. Hill provides the senior project oversight of the Project Manager's efforts ensuring satisfaction of client communications and of Baskerville-Donovan's standards of excellence.

Key Project Experience

Emerald Coast Utilities Authority

Main Street Wastewater Treatment Plant Replacement
Project Role - Project Engineer / Process Design

Engineer for the planning, design, and construction of the award winning and nationally recognized 22.5 MGD Central Water Reclamation Facility. This project was named as a top project in 2010 by Construction Specifier and in 2011 by Water and Wastes Digest. BDI also received a 2011 Engineering Excellence Honor Award from the Florida Institute of Consulting Engineers for its role in this project. BDI was responsible for funding applications, facilities plan, preliminary engineering report, permitting, construction administration in the \$130 million water reclamation facility and quality control review of the \$200 million transmission systems.

ECUA

Steve Sorrell, Executive Director
(850) 969-3300
sorrel@ecua.org

City of Deltona

Eastern Water Reclamation Facility
Project Role - Quality Control Manager

The City of Deltona retained Baskerville -Donovan, Inc. to design and permit a new 1.5 MGD AADF (4.5 MGD AADF at build-out) Advanced Wastewater Treatment Plant with perforated plate drum screens, grit removal system, biological nutrient removal with Membrane Bioreactors, chlorine contact tanks, reject and wet weather storage tanks, RAS/WAS pump station, and operational administration building for an estimated construction cost of \$20 million. Assisted in the preliminary engineering and design for the new 1.0 MGD Membrane Bioreactor City of Deltona Eastern WRF including preparation of the Biosolids Basis of Design Report and Preliminary Design Report, equipment sizing and selection, cost estimation, specifications, and FDEP domestic wastewater facility permit applications.

City of Deltona

Dave Denny, Deputy City Manager
(386) 878-8972
ddenny@deltonafl.gov

Other Relevant Experience

- City of Milton Wastewater Treatment Facility Improvements - Milton, FL
- City of Vernon Wastewater Treatment Facility Improvements - Vernon, FL
- City of Titusville Osprey Water Reclamation Facility Belt Filter Press Installation - Titusville, FL
- South Walton Utility Company, Inc. Solids Handling & Reclaimed Water System Improvements - South Walton, FL



J. Thomas Williams, PE, LEED AP

Structural Engineer, Engineer of Record

Education: BSE, Bachelor of Science in Engineering
College of Civil Engineering and
Environmental Sciences

Registrations: Professional Engineer: FL

Affiliations: American Society of Civil Engineers



Introduction

Mr. Williams 36 year history of professional engineering expertise includes multiple continuing service contract applications for a range of client types. In his initial 20 years of professional practice, Mr. Williams was a member and eventual partner/owner in a full services Architectural, Engineering and Surveying Firm in the Brevard County area of East Central Florida. Mr. Williams has maintained project management and engineering design responsibilities for various structural and building prototype designs.

Key Project Experience

City of Panama City Beach

Headworks Replacement during WWTF Expansion

Project Role - Structural Engineer

Expansion and modification of an existing 10.5 MGD Envirex Orbal process facility to provide advanced waste treatment through retrofit into a hybrid 5-stage BNR process rated for 14.5 MGD. Replacement of existing headworks structure through construction of new free-standing concrete structure. New headworks was sized for peak hourly flows up to 23.5 MGD PHF (14 MGD and 10 MGD MMDF Expansions) and contained three (3) initial and four (4) total rotating drum screens capable of fine screening and sized to meet the peak hourly flow requirements. Other improvements include additional aerobic digestion, residuals dewatering capacity and utilities group support facilities including vehicle fueling; trailer-mounted support unit and large component storage buildings. Program costs \$15M.

City of Dade City

Al Shortt, PE, City Utilities Director

(850) 233-5054 ex.2404

ashortt@pcb.gov.com

City of Deltona

Eastern Water Reclamation Facility

Project Role - Structural Engineer

The City of Deltona retained Baskerville -Donovan, Inc. to design and permit a new 1.5 MGD AADF (4.5 MGD AADF at build-out) Advanced Wastewater Treatment Plant with perforated plate drum screens, grit removal system, biological nutrient removal with Membrane Bioreactors, chlorine contact tanks, reject and wet weather storage tanks, RAS/WAS pump station, and operational administration building for an estimated construction cost of \$20 million. Assisted in the preliminary engineering and design for the new 1.0 MGD Membrane Bioreactor City of Deltona Eastern WRF including preparation of the Biosolids Basis of Design Report and Preliminary Design Report, equipment sizing and selection, cost estimation, specifications, and FDEP domestic wastewater facility permit applications.

City of Deltona

Dave Denny, Deputy City Manager

(386) 878-8972

ddenny@deltonafl.gov

Other Relevant Experience

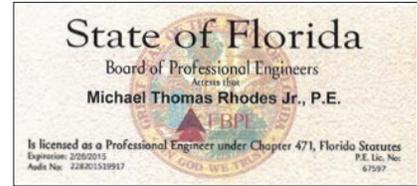
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- Dade City CDBG Belt Filter Press - Dade City, FL



Michael Rhodes, Jr., PE

Electrical Engineer, Engineer of Record

Education: B.S. Electrical Engineering - University of Florida
Registrations: Professional Engineer: FL



Introduction

Mr. Rhodes has over twelve years' experience in electrical engineering including involvement with industrial processes and commercial applications dealing with design, construction and reliability based maintenance of low-voltage distribution, medium-voltage distribution, and control systems. Additionally, his expertise includes the design and construction administration of lighting, low voltage power systems (normal and emergency), medium-voltage power distribution systems, fire alarm systems, communication systems, lightning protection systems, Leadership in Energy and Environmental Design (LEED), performing voltage-drop analysis, short-circuit analysis, coordination studies, power factor correction analysis, sizing electrical service entrance equipment, and sizing low-voltage generators within a team environment.

Key Project Experience

St. Lucie West Services District Wastewater Treatment Plant Project Role - Project Engineer

The St. Lucie West Services District ("SLWSD") currently has a 2.0 MGD Wastewater Treatment Facility (WWTF) that was originally constructed in 1986. The WWTF is an advanced secondary treatment facility inclusive of filtration that produces effluent meeting unrestricted public-access reclaimed water standards as defined by the Florida Administrative Code. Due to the limited hydraulic treatment capacity and the significantly increased CBOD and TSS loading on the WWTF, the District has authorized Baskerville-Donovan, Inc. (BDI) to perform a multi-phase project for the evaluation, planning, permitting, design, bidding and construction phase services for the necessary WWTF upgrade and improvements.

St. Lucie West Services District
Dennis Pickle
District Manager
(772) 323-2788
dpickle@slwsd.org

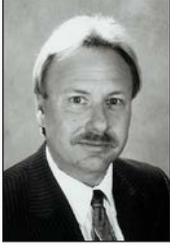
City of Deltona Eastern Water Reclamation Facility Project Role - Electrical Engineer

The City of Deltona retained Baskerville -Donovan, Inc. to design and permit a new 1.5 MGD AADF (4.5 MGD AADF at build-out) Advanced Wastewater Treatment Plant with perforated plate drum screens, grit removal system, biological nutrient removal with Membrane Bioreactors, chlorine contact tanks, reject and wet weather storage tanks, RAS/WAS pump station, and operational administration building for an estimated construction cost of \$20 million. Assisted in the preliminary engineering and design for the new 1.0 MGD Membrane Bioreactor City of Deltona Eastern WRF including preparation of the Biosolids Basis of Design Report and Preliminary Design Report, equipment sizing and selection, cost estimation, specifications, and FDEP domestic wastewater facility permit applications.

City of Deltona
Dave Denny, Deputy City Manager
(386) 878-8972
ddenny@deltonafl.gov

Other Relevant Experience

- Dade City WWTF Rehabilitation - Dade City, FL
- City of Archer Wastewater Treatment Plant & Collection System - Archer, FL
- Emerald Coast Utilities Authority Central Water Reclamation Facility - Pensacola, FL
- Vero Beach WWTP Relocation, MBR Evaluation
- Wastewater Treatment Facility Expansion - Panama City Beach, FL
- City of Dade City Wastewater Collection, Treatment, and Reuse Facilities Evaluation - Dade City, FL



Stephen Farrell, Jr., CCI, CCPM

Resident Project Representative

Education: BS, Risk Management/Real Estate, Florida State University
AA, Business Administration, Gulf Coast Community College

Registrations: Certified Construction Project Manager: FL; Certified Construction Inspector: FL;
Real Estate Broker: FL; NASDS Certified Diver: FL; 2-20 Insurance Agent: FL;

Introduction

Mr. Farrell has been involved in various projects ranging from inspection of roadway improvements to overseeing the construction of large municipal water and wastewater projects. As a Project Inspector, he is responsible for ensuring compliance with project plans and specifications. He is also experienced with many aspects of environmental permitting including cross-section details, volume calculations on dredge-and-fill permits, and gathering field information for DOT and county/railroad use permits.

Key Project Experience

Panama City Beach

AWT Water Reclamation Design, Permitting & ESDC

Project Role - Construction Inspector

The expansion and miscellaneous improvements included conversion of the existing orbal activated sludge facility to advanced waste treatment using a five-stage biological nutrient reduction (BNR) process and expansions to 14 MGD for other unit processes. The scope of services for this project included preliminary engineering, final design, assistance in obtaining regulatory agency approvals, bidding, construction and startup services.

City of Panama City Beach

Al Shortt, PE, City Utilities Director

(850) 233-5054 ex.2404

ashortt@pcb.gov

Bay County

Regional Advanced Wastewater Treatment Facility

Project Role - Construction Inspector

BDI was retained by Bay County and the City of Callaway, along with the other owners the Cities of Callaway, Parker, Cedar Grove, Springfield, Mexico Beach and Tyndall AFB to design and administer the contract for this unique 7.0 MGD wastewater treatment facility, located on Tyndall AFB. The project included the design of a 6000 LF 65 ft depth subaqueous crossing of St. Andrew Bay, as well as a 13,000 LF reclaimed water line to the Pelican Point Golf Course. This plant features a process train with mechanical screening, a grit removal system, 5-stage biological nutrient removal/phased isolation process, instrumentation/control system, and centrifuge dewatering. Ultraviolet disinfection was chosen over other methods because it is more cost-effective and is as efficient as chlorine on viruses and bacteria.

City of Deltona

Dave Denny, Deputy City Manager

(386) 878-8972

ddenny@deltonafl.gov

Other Relevant Experience

- Area A Force Main Interconnect - Sarasota County, FL
- City of Vernon WWTP Facility - Vernon, FL
- Central Force Main - Panama City Beach, FL
- Military Point Regional AWTF Subaqueous Piping Project - Bay County, FL
- Bay County WTP 5.0 MG Ground Storage Tank - Bay County, FL
- Cherry Street Wastewater Treatment Plant Improvements - Bay County, FL



Robert Mills, PSM, PLS

Survey Manager

Education: University of West Florida, The People's Law School AGA Computer Services, Inc., Academic Services Corporation, Professional Development Seminars, Inc., Pensacola Bible Institute

Registrations: Florida Professional Surveyor and Mapper

Introduction

Mr. Mills is the Pensacola Survey Manager. He has been land surveying with BDI for 26 years and for 7 years previously with an engineering firm in Huntsville, Alabama. His responsibilities include project management, staffing and scheduling, client relations, contracting, department supervision and quality control. His experience is extensive in virtually every type of survey to include Right of Way, Boundary, Topographic, Photogrammetric, Sectional, Construction, Geodetic and Control, ALTA/ACSM, Condominiums and Subdivision Surveys. Mr. Mills has managed many large-scale projects for County and City municipalities, FDEP, DOT, various utility companies such as ECUA, SWUC FRUS, DWU and SSRU, private industries, commercial developments and federal government.

Key Project Experience

Emerald Coast Utilities Authority

Main Street Wastewater Treatment Plant Replacement

Project Role - Surveyor

Surveyor for the planning, design, and construction of the award winning and nationally recognized 22.5 MGD Central Water Reclamation Facility. This project was named as a top project in 2010 by Construction Specifier and in 2011 by Water and Wastes Digest. BDI also received a 2011 Engineering Excellence Honor Award from the Florida Institute of Consulting Engineers for its role in this project. BDI was responsible for funding applications, facilities plan, preliminary engineering report, permitting, construction administration in the \$130 million water reclamation facility and quality control review of the \$200 million transmission systems.

ECUA

Steve Sorrell, Executive Director

(850) 969-3300

sorrel@ecua.org

Bay County

Regional Advanced Wastewater Treatment Facility

Project Role - Surveyor

BDI was retained by Bay County and the City of Callaway, along with the other owners the Cities of Callaway, Parker, Cedar Grove, Springfield, Mexico Beach and Tyndall AFB to design and administer the contract for this unique 7.0 MGD wastewater treatment facility, located on Tyndall AFB. The project included the design of a 6000 LF 65 ft depth subaqueous crossing of St. Andrew Bay, as well as a 13,000 LF reclaimed water line to the Pelican Point Golf Course. This plant features a process train with mechanical screening, a grit removal system, 5-stage biological nutrient removal/phased isolation process, instrumentation/control system, and centrifuge dewatering. Ultraviolet disinfection was chosen over other methods because it is more cost-effective and is as efficient as chlorine on viruses and bacteria.

City of Deltona

Dave Denny, Deputy City Manager

(386) 878-8972

ddenny@deltonafl.gov

Other Relevant Experience

- Wastewater Treatment Facility Expansion - Panama City Beach, FL
- Emerald Coast Utilities Authority Central Water Reclamation Facility - Pensacola, FL
- Area A Force Main Interconnect - Sarasota County, FL
- Military Point Regional AWTF Subaqueous Piping Project - Bay County, FL
- Bay County WTP 5.0 MG Ground Storage Tank - Bay County, FL
- Central Force Main - Panama City Beach, FL

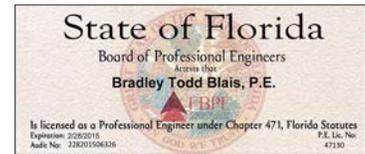


Brad Blais, PE

Construction Engineering / Contract Administration

Years of Experience: 25

Education: B.S. Civil Engineering North Carolina State University, 1988
 Registrations: Professional Engineer, Florida



Professional Affiliations: Chairman: City of Port Orange Construction Regulation Board, Florida Engineering Society (Past Chapter President), National Society of Professional Engineers, Florida Institute of Consulting Engineers, Water Environment Federation, American Water Works Association

Professional Certifications: Advanced MOT, CTQP Final Estimates Level 1
 CTQP Earthwork Construction Inspection Level 1 & 2, CTQP Quality Control Manager
 Nuclear Gauge Safety Certification

Introduction

Mr. Blais joined Quentin L. Hampton Associates, Inc. in 1989. He is President of Quentin L. Hampton Associates, Inc. and Project Manager for a wide variety of water resource projects.

Background

2010-Present, President, Quentin L. Hampton Associates, Inc. (QLH). Mr. Blais is the firm's President and principal-in-charge. He is responsible for the firm's design product and professional services offerings. His management responsibilities include business development, client services, and strategic planning. In addition to these functions, Mr. Blais also serves as a project manager for design and construction oversight of many of the firm's major projects. Recent projects include a 6.0 MGD Moving Bed Bioreactor (MBBR) wastewater treatment facility in Cocoa Beach, a lower Floridan Aquifer Reclaimed Water Aquifer Storage and Recovery (ASR) well, a sludge dewatering facility in Deltona and \$7 million force main/reclaimed water main extension in Ormond Beach.

Recent projects completed in Deltona include design of the 5.0 MGD reclaimed water storage tank and 10,000 GPM high service pump station at the proposed Eastern Water Reclamation Facility (WRF). Other recent Deltona projects include: Vicksburg Raw Water Main, Normandy Water Treatment Plant Improvements, Magdalena WTP and Storage Tank and the Courtland WTP Upgrades.

2007-2010, Vice President, Quentin L. Hampton Associates, Inc., Mr. Blais performed a wide array of managerial duties, client services and project management for major capital projects. Notable projects include a 3.0 MGD wastewater treatment plant in Holly Hill, 2.0 WWTP expansion in DeLand, (2) 3.0 MGD wellfields and water treatment/storage facilities in Deland, 4.0

MG reclaimed water storage tank and pump station in Ormond Beach and a 250 KW photovoltaic solar array in Port Orange's Wellfield. In addition to these projects, he completed a utility master plan for Ormond Beach, phases I and II of West Volusia Water Suppliers (WVWS) Water Supply Plan and water supply/comprehensive plan updates for New Smyrna Beach, Edgewater, Port Orange, Holly Hill, Ormond Beach and Deland. He also prepared FDEP wastewater treatment plant operating renewal permits for 12 wastewater plants and Consumptive Use Permits (CUPS) for 10 utilities.

1993-2006, Project Manager, Quentin L. Hampton Associates, Inc. During this period, Mr. Blais design, project management and construction oversight for over 150 civil and water resource related projects. These include (4) water treatment plants for the City of Deland, over 90,000 LF of reuse transmission and 20 MG of reuse storage/pumping in Largo, Florida, wastewater treatment facilities in Cocoa Beach, Deland, Volusia County, Titusville and Port Orange. A 50,000 SF public works facility in Cocoa Beach, various parks and recreation facilities and over 50 water/wastewater/reclaimed water transmission facilities. He prepared utility master plans for Port Orange, Deland, Utilities Commission New Smyrna Beach, Holly Hill, Volusia County and Cocoa Beach. He served as a project engineer for Port Orange's 175 acre reclaimed water recharge reservoir, expansion of the City's western recharge area wellfield, and a 5.0 MGD expansion of the Garnsey Water Treatment Plant.



Kevin Lee, PE

Construction Engineering / Contract Administration

Years of Experience: 6

Education: M.E. Environmental Engineering
University of Florida, 2006
B.S. Environmental Engineering
University of Florida, 2005

Registrations: Professional Engineer, Florida

Professional Affiliations: Water Environment Federation
American Water Works Association
Florida Engineering Society (Past Chapter President)
National Society of Professional Engineers



Publications

“Nutrient Removal Enhancement Using Process Automation at Holly Hill”, Co-Author, Florida Water Resources Journal, January 2012.

Background

Mr. Lee joined Quentin L. Hampton Associates, Inc. in 2006. During college his studies focused on advanced water, wastewater, and stormwater treatment systems. As a project engineer he has aided in the design and permitting of many water resources projects. He gained field experience as a resident project representative for one year during the expansion and upgrade of the City of Holly Hill’s WWTP. This field experience included most aspects of treatment plant design and construction: piping, mechanical equipment installation and replacement, construction of new and rehabilitation of existing structures and tankage, electrical, and instrumentation.

Mr. Lee has been involved in the design and permitting of several wastewater treatment plants including facilities operated by the Cities of Cocoa Beach, DeLand, Edgewater, Flagler Beach, Holly Hill, Utilities Commission of New Smyrna Beach, Port Orange, and Volusia County. His advanced wastewater treatment and nutrient removal experience includes computer modeling of biological systems to optimize the rated capacity of treatment facilities and/or upgrade the treatment level. Many of these treatment processes include online process monitoring and controls to optimize biological nutrient removal. A process conversion for the City of Cocoa Beach’s WWTP including mixed bed biofilm reactors was constructed in 2013. Mr. Lee is the engineer-of-record for a rehabilitation of the City of Edgewater’s Wastewater Treatment Plant currently under construction.

Water supply design and permitting experience includes a wellfield expansion installing four wells with emergency power for the City of Edgewater and contract administration for a Lower Floridan Aquifer well in New Smyrna Beach. Four-log virus inactivation certifications and associated process upgrades for the Cities of Flagler Beach, Holly Hill, Port Orange, and New Smyrna Beach Utilities Commission. Mr. Lee has authored Consumptive Use Permit Renewals and Compliance Reports for the Cities of Deltona, Port Orange, and Volusia County. Volusia County’s CUP includes five separate wellfields and one finished water interconnect serving their six service areas.

Mr. Lee has prepared sections of utility master plans including evaluations of water and wastewater treatment processes and distribution/collection system modeling. He also authored a regional biosolids management plan evaluating treatment and disposal options for the wastewater utilities within Volusia County.

Walter Lavender

Resident Project Representative

Years Experience: 28

Education: Graduate of New Smyrna Beach High School

Registrations: ACI Concrete Field Testing Technician-Grade-1
Troxler Nuclear Gauge Safety Program
SBCCI State Certification Building Inspection #8210
American Water Works Confined Space Safety
Asbestos Training
Worksite Traffic Supervisor, ATSSA
Shoreline Management Certification
NUCA Competent Person Training Certification
State of Florida Principles & Practice
ICC Residential Building Inspector #5210355-B1
FDEP Stormwater Management #6988
Principles & Practice
American Red Cross CPR/1st Aid
Florida Standard Building Inspector #BN4506

Experience

Quentin L. Hampton Associates, Inc. 1990 – Present

Mr. Lavender began his employment with QLH as a field inspector supervising pipe crews installing utilities in Port Orange and DeLand. His first assignment with QLH was supervision of water and sewer mains on Dunlawton Avenue, including the sub-aqueous utilities constructed with the bridge over the Halifax River. Since that time Mr. Lavender has supervised construction of a wide variety of water, sewer, stormwater and roadway projects. He has also served as the resident project representative for construction of numerous water and wastewater treatment facilities. Recent projects include a 3.0 MGD wellfield and water plant in DeLand and a 6.0 MGD wastewater treatment plant in Cocoa Beach, FL. The WWTP was a \$20 M, 2 year project which included a 6.0 MGD moving bed bioreactor (MBBR) treatment process, a sludge drying facility and a lower floridan aquifer (LFA) reclaimed water aquifer storage and recovery (ASR) well system.

Foreman – Flaherty Construction 1984 – 1989

Utility Foreman and Heavy Equipment Operator, Flaherty Construction, Daytona Beach, Florida. Mr. Lavender was responsible for supervision and oversight of pipe crews for installation of water mains and gravity sewers. He also operated backhoes and earthwork equipment used for utility installation and roadway construction.

Clarence Swimm

Resident Project Representative

Years of Experience: 38

Education: Eastern Maine Vocational School
Ricker Classical Institute



Professional Certifications:

- Troxler Nuclear Safety Program
- SBCCI Commercial Plumbing Inspector #2548
- F.D.O.T. Asphalt Concrete Paving Certification
- F.D.O.T. Asphalt Concrete Plant Certification
- F.D.O.T. Asphalt Testing Certification
- American Water Works Combined Space Safety
- Trench & Safety Certification
- Certified Welder
- OSHA Confined Space Safety Certification
- SBCCI Building Plans Examiner #1848
- NUCA Competent Person Training Program
- ICC Building Inspector #5166970-B5
- ICC Residential Building Inspector #5166970-B1
- ICC Commercial Electrical Inspection #5166970-E2
- ICC Residential Plumbing Inspection #5166970-P1
- ICC Plumbing Inspector #5166970-P5
- Tom Henry's Electrical Classes – 9 Credit Hours
- ICC Residential Electrical Inspector #5166970-E1
- ICC Residential Mechanical Inspector #5166970-M1
- ICC Residential Combination Inspector #5166970-R5
- ICC Building Plans Examiner #5166970-B3
- ICC Principles & Practices #20-FL-200156
- ICC Coastal Construction Inspector #5166970-C1
- ICC Commercial Mechanical Inspector #5166970-M2
- American Red Cross CPR/1st Aid
- FDOT Intermediate Work Zone Traffic Safety

State Licenses:

- Standard Building Inspector #BN4738
- 1&2 Family Dwelling Inspector #HI5016
- Standard Plans Examiner #PX2491
- Standard 1&2 Family Dwelling Plans #SFP165
- Home Inspector HI5016

Professional Affiliations:

- Life Member VFW
- Member American Legion
- Member American Legion 40 & 8
- Member Amvets Life Member
- Third Degree Mason & 32nd Degree Mason
- Certified PADI Rescue Diver
- Certified Pro Skydiver
- Member International Code Council

Background

Prior to joining QLH as an inspection in 1988, Mr. Swimm worked as a plumber, pipe fitter, welder, foreman, superintendent, and general foreman for US Local #321 and Cianbro Corporation. Mr. Swimm was Sgt. E-5 for the US Army as well.

Mr. Swimm has been an inspector for QLH since 1989 and with his extensive experience in welding, piping and plumbing at major paper plants. Mr. Swimm has become a senior mechanical inspector for QLH. His extensive knowledge of scheduling and trades has allowed him to excel in major wastewater plant, sewage pump station as well as water high service pump station inspection assignments. Mr. Swimm holds many certifications. Clarence has his 1 & 2 Family Dwelling Building Inspector license, and has done residential inspections for the City of South Daytona, Port Orange, Edgewater, Holly Hill, Lake Helen and Ponce Inlet.

Mr. Swimm served as Senior Inspector on the following projects:

- City of Deltona SR415 Utilities
- City of Holly Hill Wastewater Treatment Plant Improvements
- City of Edgewater Storage Tank and Pump Station
- City of Holly Hill Lift Stations
- City of Edgewater Water Treatment Plant Improvements
- City of Edgewater Wastewater Treatment Plant Improvements

Gary Wisniewski

Resident Project Representative

Years of Experience: 38

Education: Graduate of Municipal Training Institute
Pittsburgh Urban Public Works Administration, 1974



Professional Certifications:

- ICC Accessibility Inspector/Plans Examiner #5166779-21
- ICC Housing Code Official #5166779-H6
- ICC Building Code Official #5166779-B6
- ICC Building Plans Examiner #5166779-B3
- ICC Certified Building Official #5166779-CB
- ICC Property Maintenance & Housing Inspector
- NABCEP Certified Energy Practitioners #5166779-64
- ICC Combination Plans Examiner #5166779-C3
- ICC Master Code Professional #262S
- ICC Mechanical Inspector #5166779-M5
- ICC Mechanical Code Official #5166779-M6
- ICC Mechanical Plans Examiner #5166779-M3
- ICC Electrical Inspector #539S
- ICC Electrical Code Official #5166779-E6
- ICC Electrical Plans Examiner #040S
- ICC Plumbing Code Official #5166779-P6
- ICC Plumbing Plans Examiner #5166779-P3
- ICC Commercial Combination Inspector #5166779-C5
- ICC Commercial Electrical Inspector #5166779-E2
- ICC Building Inspector #5166779-B5
- ICC Residential Combination Inspector #5166779-R5
- ICC Standard Coastal Construction Inspector #5166779-C1
- ICC Property Maintenance & Housing Inspector
- Hurricane Mitigation #5166779-64
- ACI Concrete Field Testing Technician – Grade 1
- Confined Space Entry
- Troxler Nuclear Testing & Gauge Operation #7110817
- Sunshine Safety Council Work Zone Traffic Control
- Solar Trade Knowledge
- Intermediate Level #BT-05-0078
- FDEP Stormwater Management Inspector #7007
- American Red Cross CPR/1st Aid
- Florida Solar Energy Green Home Designator
- OSHA 30 Hour Course

State Licenses:

- Florida General Contractor CGCO57951
- Building Inspector BN0002745 Coastal, One & Two
- One and Two Family Plans Examiner SFP106
- Family, Electrical, Plumbing, Mechanical, Building Plans Examiner PX2075 (Elec, Plumbing, Mech, Bldg)
- Building Code Administrator BU1345
- ATSSA Worksite Traffic Supervisor #49223
- Florida D.O.T. Asphalt Paving Technician #5589
- Stormwater Management #7007
- Solar Contractor (pending)
- Home & Wind Mitigation Inspector HI4758

Professional Affiliations:

- Southern Building Code Congress International
- Council of American Building Officials of Central FL
- Building Officials & Inspectors of Volusia County
- East Florida Builders Association
- Construction Trade Board, City of Port Orange
- Volusia County Code Compliance Review Board
- PADI Divemaster #DM-15658
- International Code Council

Background

1984-present, Senior Inspector, Quentin L. Hampton Associates, Inc. Mr. Wisniewski joined Quentin L. Hampton Associates, Inc. as a field inspector. Since that time he has served as supervisor of the firm's construction management section with a staff of 12 field inspectors. Responsibilities include supervision of projects, resolution of field conflicts, review of pay requests, testing results and "as-built" drawings. His staff is responsible for inspection of public works projects for the cities of Cocoa, Cocoa Beach, DeLand, DeBary, Edgewater, Holly Hill, Flagler Beach, South Daytona, Ormond Beach, Port Orange, New Smyrna Beach, and Volusia County as well as subdivision and site inspections for work performed by private developers within the cities of Port Orange, Edgewater, and Ponce Inlet. Gary and his staff have also performed building inspections and plan review for the Town of Ponce Inlet, cities of Edgewater, Port Orange, South Daytona, Lake Helen, and Holly Hill.

1976-1983, Municipal Inspector, City of Pittsburgh Mr. Wisniewski worked as a municipal inspector for the City of Pittsburgh Public Works Department. His responsibilities included inspection and construction management for roadway, bridge, water and sewer contracts for large scale municipal projects.



Nicolas Andreyev, PE

Geotechnical Engineer

Education: Masters of Science in Environmental Engineering University of Central Florida, 1985. Bachelor of Science, Civil Engineering (Geotechnical) University of Maryland; Maryland 1980

Registrations: Professional Engineer: FL

Years of Experience: 32



Summary of Capabilities

- Sinkhole Investigations
- Geotechnical Engineering
- Hydrogeologic Assessment
- Landfill Design and Permitting
- Regional Water Supply Planning
- Numerical Model Development
- Effluent Disposal Irrigation System
- Regional Water Balance Analyses
- Regional Water and Groundwater Modeling
- Wetland Impact Modeling
- Pavement Design

Key Project Experience

Sinkhole Investigations in Florida

Mr. Andreyev has managed and completed numerous sinkhole claim assignments in Central and South Florida. Responsible for inspecting structures and properties for damages and surface features, conducting floor elevation surveys, coordinating geophysical studies, reviewing published data, planning and carrying out subsurface exploration programs, interviewing homeowners, data evaluation/analysis, and report preparation. Prepared recommendations for numerous land and foundation stabilization properties with confirmed sinkhole activity. Coordinated numerous monitoring stabilization processes conducted by the contractor.

The Villages of Sumter, Sumter County, Florida

This project includes a planned development area of about 11,000 acres and a population of 70,000. The water supply planning and permitting included regional characterization of aquifer system, site specific aquifer performance testing, regional modeling of aquifer recharge and pumping impacts, development of a new methodology for regional impact assessment, and regional water balance analysis. The new methods have been accepted by the water management districts as “best water management” approach for large developments.

West Volusia Water Suppliers, Volusia County, Florida

This project consisted of development of a transient regional groundwater model for the western Volusia County. The model was developed for the municipal water suppliers in the region, including Volusia County, City of DeLand, City of Deltona and Orange City. The combined potable water supply needs for these suppliers is about 30 MGD. The project included converting the existing SJRWMD’s steady state regional model to a transient model and recalibrating the model to 9 years of observed data. The model incorporated all known withdrawals (municipal, commercial, agricultural, private, other), all known effluent disposal systems, all known irrigation areas, all stormwater recharge, all surface runoff and direct discharges, all known spring flow data, known stormwater capture and reuse, lake level data, wetland level data and aquifer monitoring well data. The final model was then used to assess future impacts on local area lakes, wetlands, spring flows and other legal water users.

City of Winter Garden, Orange County, Florida

This project consisted reuse master plan development, interlocal agreements with City of Ocoee and City of Apopka to reuse reclaimed water, detailed evaluation of existing rapid infiltration basins (RIBs) for wet weather effluent disposal, regional modeling of wellfields, wetland impact analysis and development of long term monitoring plan for the shallow and deep aquifer and for potentially affected wetlands.



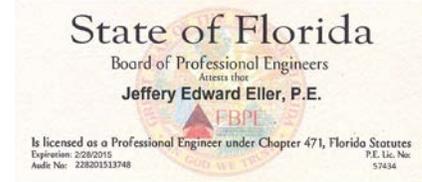
Jeffery Eller, PE

Geotechnical Engineer

Education: Bachelor of Science in Environmental Engineering University of Florida, Gainesville, Florida; 1996

Registrations: Professional Engineer: FL

Years of Experience: 16



Summary of Capabilities

- Geotechnical and Hydrogeologic Studies
- Phase I/Phase II Environmental Assessments
- Groundwater/Environmental Monitoring Plans
- Consumptive Use Permitting
- Drainage and Infiltration Studies
- Well Installation and Permitting
- Building Inspections for Asbestos Containing Materials
- Geotechnical Investigations for Building Foundations, Roadways and Pipeline
- Quality Control Inspections and Testing of Construction Materials on All Types of Construction Projects

Key Project Experience

Sinkhole Investigations in Florida

Served as Senior Geotechnical Engineer on numerous sinkhole claim assignments in Central and South Florida. Responsible for inspecting structures and properties for damages and surface features, conducting floor elevation surveys, coordinating geophysical studies, reviewing published data, planning and carrying out subsurface exploration programs, interviewing homeowners, data evaluation/analysis, and report preparation. Prepared recommendations for land and foundation stabilization for properties with confirmed sinkhole activity. Responsible for monitoring stabilization processes conducted by the contractor.

The Villages of Marion, Lake and Sumter Counties

Development and execution of environmental monitoring plans for water use permits and development orders, continuous simulation modeling of lakes and groundwater elements throughout the project area, water balance modeling of proposed lined stormwater ponds and withdrawal wells for irrigation, coordination and reporting of various geotechnical, hydrogeologic and karst investigations throughout The Villages development.

Land O'Lakes Wastewater Treatment Plant and Pasco Interconnect Reuse Pipeline, Pasco County

Completed geotechnical investigations on both the treatment plant and the pipeline corridor which included foundation design of storage tanks, treatment basins and pipe bedding recommendations.

Ocala Springs Development, Marion County, Florida

Performed site specific Karst Investigations for the DRI submittals which included 9,000 acres. Investigations included exploratory borings, preparation of a Photolineament Studies and development of recommendations for suitability and development.

City of Zephyrhills WWTP

Conducted geotechnical investigations and groundwater modeling to determine disposal capacity of new rapid infiltration basins for permitting plant upgrades.

City of Tavares WWTP

Conducted geotechnical investigations and groundwater modeling to determine disposal capacity of rapid infiltration basins and permitted Reuse Master Plan through the FDEP.

North Sumter Utility Company WWTP, Lady Lake

Completed geotechnical investigations and construction materials testing on the treatment plant. Also performed groundwater modeling to determine disposal capacity of rapid infiltration basins and permitted reuse areas through the FDEP.

Embassy Hills Wastewater Treatment Plant Expansion, Pasco County

Completed geotechnical investigations which included foundation design of storage tanks, treatment basins and pipe bedding recommendations.

Odessa Wastewater Treatment Plant Expansion, Pasco County

Completed geotechnical investigations which included foundation design of storage tanks, treatment basins and pipe bedding recommendations.

Nicola Gigante, AIA, NCARB, LEED AP

Years with Firm:

12

Total Years' Experience:

33

Education:

Bachelor of Architecture, 1983
Architect
New York Institute of Technology

Registration/Certifications:

LEED Accredited Professional

NCARB Certificate

Registered Architect
FL, VA, GA, AL, SC, NY, WI



Mr. Gigante has over 30 years of experience including intensive training in planning, management, architectural design, and construction administration. He has been involved in coordinating and managing many municipal, educational, commercial, and industrial projects that have broadened his construction knowledge, as well as developed and heightened his supervisory and administrative skills. He has extensive experience in contract documents, facility master planning, space studies, code compliance, cost estimating, and problem solving on and off the field.

Selected Experience:

Indefinite Delivery Contract with Canaveral Port Authority, Port Canaveral, FL; Canaveral Port Authority: BRPH has provided A/E design services since 1992. Work assignments have included design for new construction, renovations, and additions to terminals and parking lots, as well as security, stormwater permitting, master planning, and roadway signage. \$6 million

Fire Station for City of Cape Canaveral, City of Cape Canaveral ; Baskerville Donovan, Inc.: 10,000 SF fire station with three drive-through apparatus bays, decontamination area, storage/work area, sleeping area for ten, laundry room, and offices. The living quarters of the facility were designed to withstand 160 mph winds to eliminate the need for evacuation during a category 3 hurricane event. \$2.5 million

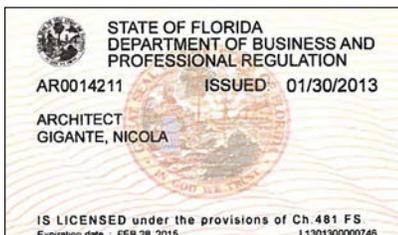
Brevard County Fire Station 24 Renovation, Titusville, FL; Brevard County: This renovation project includes structural design and foundation details of the existing structure to meet 130 mph wind speed. \$453,000

Cocoa City Hall, Cocoa, FL; City of Cocoa: This design-build project includes a three-story, 42,000 SF office building with main floor access to public service departments, a second floor data center and city council chamber, and third floor staff offices. LEED Silver certified. \$6.1 million

Cocoa Municipal Stadium, Cocoa, FL; City of Cocoa: A multi-functional stadium, completed via design-build, provides Cocoa High School with an athletic complex and the community with a venue for sporting and entertainment events. The stadium seats 2,500 fans and includes a state-of-the-art press box. \$3.5 million

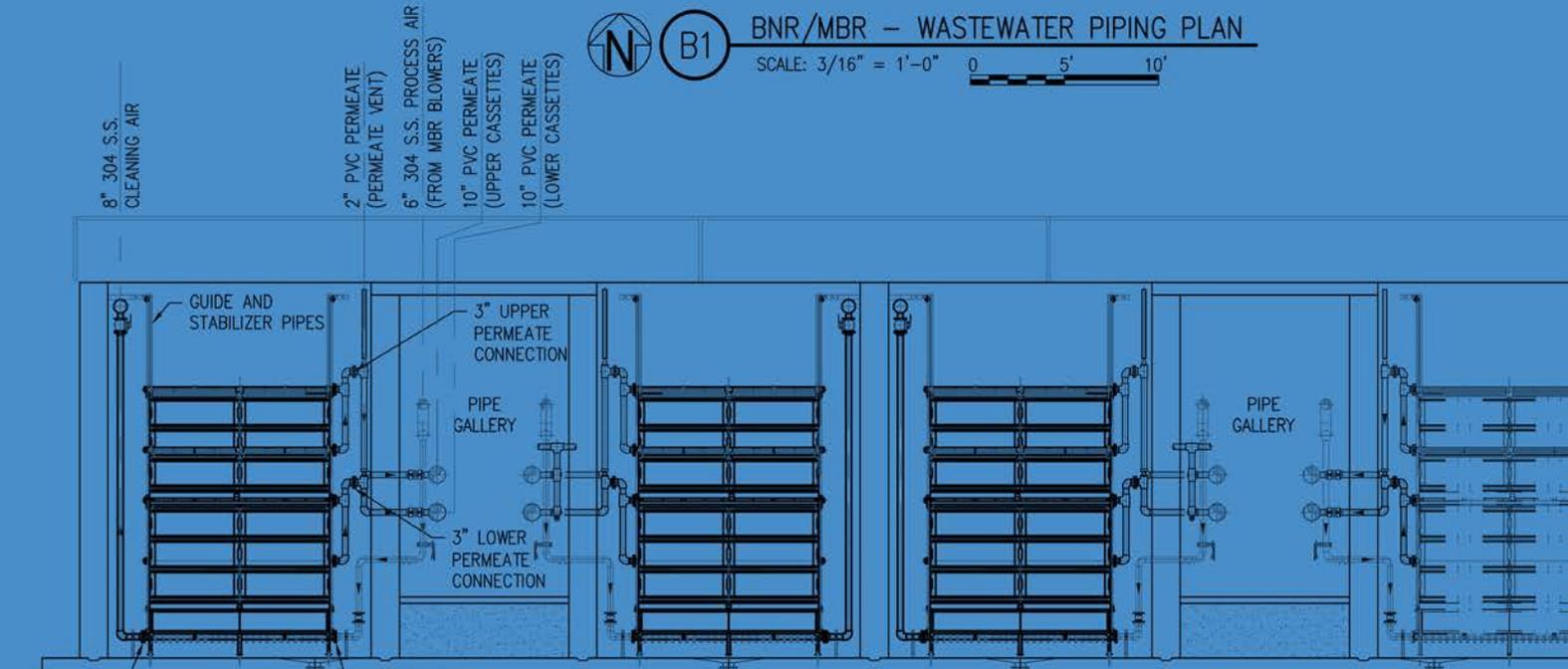
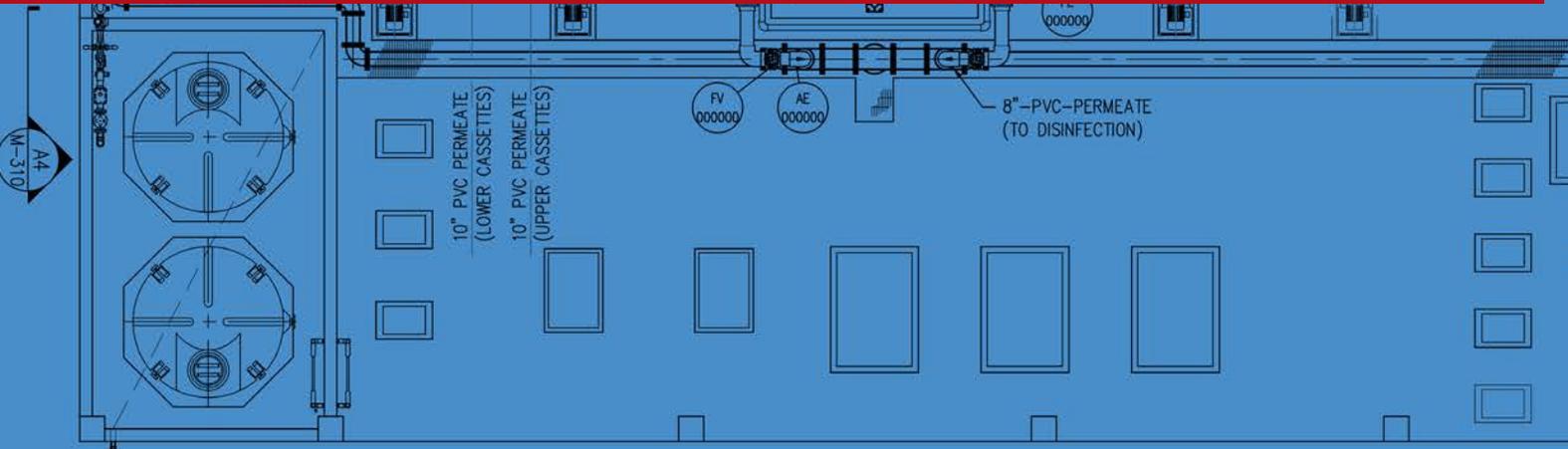
Melbourne City Hall, Melbourne, FL; City of Melbourne: Demolition of selected municipal building space, construction of new building space, renovation of existing space; and construction of parking facilities near the city hall site; 40,000 SF. \$3.5 million

Jetty Maritime Park, Port Canaveral, FL; Canaveral Port Authority: A master plan was developed for significant upgrades to enhance the complex. The 18,500 SF concession complex houses a camp grocery store, clothing, souvenirs, snack, and bait and tackle shop. Facilities include a new oceanfront boardwalk, bathhouse, picnic pavilions, and play area. \$8.6 million



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TAB 6 Project Approach and Method

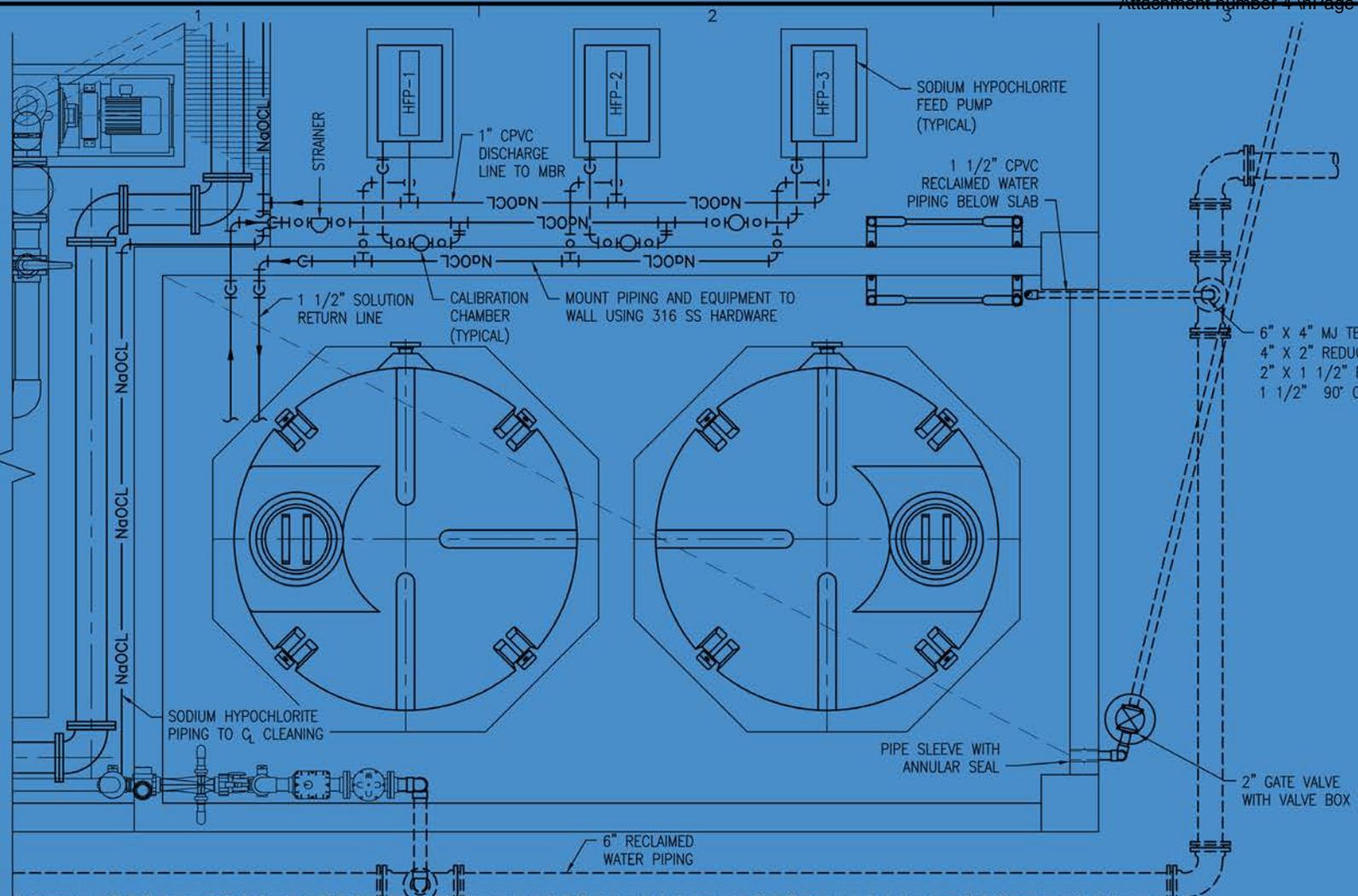


B1 BNR/MBR – WASTEWATER PIPING PLAN
 SCALE: 3/16" = 1'-0" 0 5' 10'

A1 BNR/MBR – SECTION
 SCALE: 3/16" = 1'-0" 0 5' 10'

Excerpt from the Deltona WRF Plans
BASKERVILLE-DONOVAN, INC.
 Innovative Infrastructure Solutions

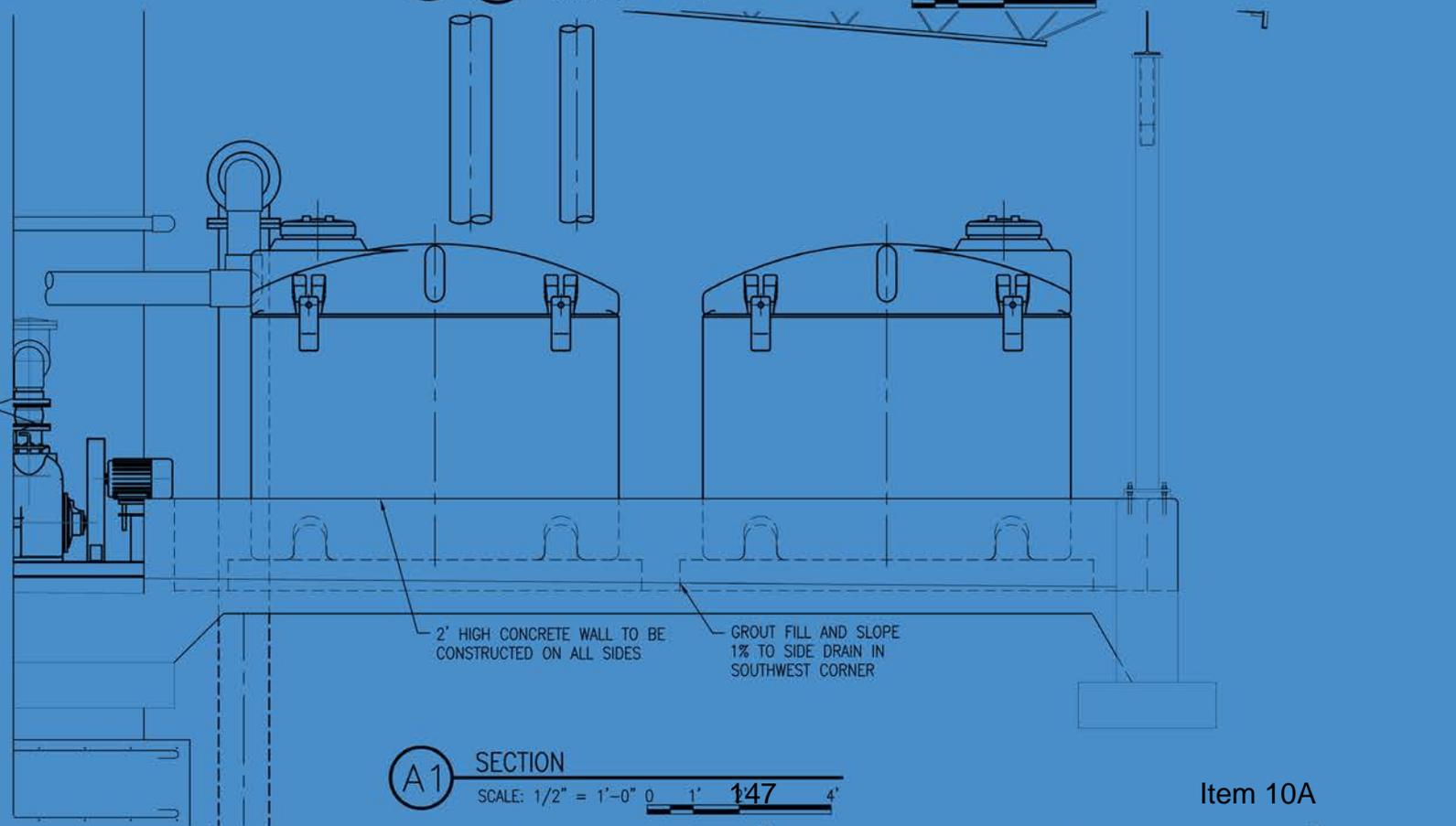
Item 10A



SODIUM HYPOCHLORITE STORAGE TANKS - PLAN

SCALE: 1/2" = 1'-0"

0 1' 2' 4'



TAB 6

Project Approach and Method

The BDI Team has provided Construction Engineering and Inspection (CEI) Services for numerous wastewater treatment and water reclamation facilities throughout Florida. Through the course of those projects, we have learned that the most successful Project Approach to CEI Services has 4 key characteristics.

1. Experienced Professional Staff throughout the Project Team – from Project Manager (PM) to Resident Project Representative (RPR)
2. Thorough knowledge of the project history, goals, issues, and concerns
3. Inclusion of the Engineers / Architect of Record at key stages in the construction process:
 - Review of Shop Drawings and Submittals to minimize issues and claims and insure all design parameters are maintained
 - Review all RFIs and insure timely response to minimize delays
 - Review of Value Engineering (VE) and other design changes/substitutions proposed by the Contractor to capitalize on potential cost savings while fully maintaining the design integrity of the project
4. Clear identification of tasks to be performed and responsibilities to develop sound daily, weekly, and monthly processes that insure:
 - Clear project communication is maintained between all parties (Contractor, Engineer, and City)
 - The City is well informed of all progress and issues on the project
 - Work on the project progresses on budget and schedule
 - Issues and disputes are pro-actively identified, communicated, and resolved
 - Quality Assurance/Quality Control processes are being followed and work is meeting all requirements
 - Compliance with regulatory requirements
 - Compliance with SRF Funding requirements
 - Project performance is properly and clearly documented
 - Issues raised by the public or outside parties are quickly addressed and resolved
 - The City is protected and defended from potential claims

Success Factor 1: Experienced Staff

BDI's Project Approach begins with the selection of a project team that brings unmatched experience and project knowledge. Our team blends the expertise of key professionals from Baskerville-Donovan, Inc. and Quentin L. Hampton Associates, Inc. to provide the City of Deltona with the best team to meet the City's needs. The BDI Team has provided CEI services for more than 36 wastewater treatment/water reclamation projects in the last 10 years in Florida. As a result, the Team is extremely familiar with the proper use of existing materials, tools, data, studies, organizations and regulations relative to the construction of water reclamation projects in Florida.

Proposed Project Manager

The BDI Team Project Manager Thomas Vill, PE has more than 25 years of experience in the design and construction of municipal engineering projects. He has successfully served as project manager for the construction of numerous projects ranging from a few thousand dollars to more than \$400 million. Mr. Vill served as the Project Manager for the design, permitting and funding of this project. As a result, Mr. Vill also brings an unparalleled knowledge of the project history, environmental impacts, benefits, constraints, public concerns, funding requirements, and City goals and needs.

Key Professionals

Our Team includes all of the Engineers and Architect of Record for the design elements of this project. These professionals are intimately aware of all regulatory, permitting requirements. As part of the design, they evaluated the treatment processes, equipment, and material available for construction of this wastewater treatment plant. These professionals collectively have more than 100 years of experience in the design and construction of wastewater treatment/water reclamation facilities in Florida. In addition, the BDI Team RPR professionals have more than 50 years' combined experience in the construction of wastewater projects in Florida and maintain a State of Florida General Contractor's License.



Success Factor 2: Thorough Knowledge of the Project-History, Goals, Issues, and Concerns

The BDI Team served as the Engineer of Record for the design and permitting for the project. In addition, our Team assisted the City in securing the State Revolving Fund (SRF) Loan to finance the project. As a result, the BDI has unmatched knowledge of the project history, goals, issues, and concerns that will be invaluable to the City throughout construction of the project.

Environmental Impacts, Benefits, and Constraints

All construction projects by their very nature require mitigation of numerous environmental impacts, including: land disturbance; NPDES stormwater discharge and soil erosion; dust; air quality; sanitation; noise; and light requirements to name a few. The BDI Team is very experienced in dealing with these issues and enforcing the appropriate requirements of the Contract plans and specifications. In addition to these general requirements, construction of this project must also satisfy a number of specific impacts, benefits, and constraints included in the large number of permits obtained for the project.

The BDI Team has been responsible for the design and permitting of this project since its conception. The same design professionals will serve as Engineer of Record during the construction phase. We secured the FDEP Environmental Resource Permit (ERP), FDEP Wastewater Treatment Plant Approval, City of Deltona Re-zoning, and City of Deltona Land Development Order for the project. In addition, the BDI Team obtained the SJRWMD ERP and Volusia County Permit for the 11th Avenue improvements that allow access to the site, and obtained all FDEP & FDOT permits for the water, wastewater, and reclaimed water lines that this project ultimately connects to in SR-415.

As a result of these efforts, the BDI Team has unmatched knowledge of the project history, environmental impacts, benefits, and constraints of the project. Some of the issues that will require specific attention from the Contractor include:

- A large portion of the project site on first examination appears as open grasslands. However, much of this site is actually wetland prairie which is a protected wetland and the City is providing a 25

foot buffer around the wetland. In addition, the City created deeded Conservation Areas on this site as part of the FDEP ERP processing. These areas must all be protected throughout construction to achieve the wetland protection goals required by current environmental regulations.

- As part of the approval process, the site was re-zoned by the City of Deltona and received an Industrial Planned Unit Development (IPUD) zoning designation. As part of that zoning a Developer's Agreement was established for the site that establishes specific requirements for development and site plan requirements for the project.
- During the City Rezoning and Site Plan approval process, both the City and County expressed specific interest in the landscape buffering along the perimeter of the site. In addition, landscape buffers were the only public question received during the hearings for the City development approvals. The question was raised by the neighbor to the south and is addressed in the Construction Plans. As a result, the project must satisfy specific landscape requirements negotiated in the Developer's Agreement.

Attentive to Public Concerns

The BDI Team is both aware of and sensitive of the public concerns regarding this project. Besides having served as EOR for the design & permitting of this project, BDI has assisted the City in obtaining the State Revolving Fund (SRF) Loan that was used to finance the project. As a result, the BDI Team has attended every significant public hearing regarding this project including:

- Two City Commission workshops on the WRF and effluent disposal options
- City Commission meeting for the public hearing to review the SRF Wastewater Facilities Planning Document and obtain Commission approval of the preferred alternative
- The City Development Review Committee (DRC) meeting regarding the project development plan
- City Planning & Zoning Board meeting regarding the Re-zoning of the project site
- Both City Commission Meetings to adopt the Re-zoning of the site and approve the Developer's Agreement
- City Commission Meeting for the approval of the project site plan

Our Team, has a deep understanding of the concerns the City Commission and public have raised about this project. Through its design, permitting, and funding of this project. We heard the issues when they were raised and worked with City staff throughout the process to successfully design the improvements to mitigate each concern. Our Team will insure that the project construction is performed accordingly to address each concern. In addition, the BDI Team will work with City staff and the Contractor to insure any new concerns raised by the public are successfully resolved in a timely manner.

Success Factor 3: Inclusion of the Engineers /Architect of Record

The BDI Team recognizes the importance of having the Engineers/Architect of Record involved at the right time in providing the CEI services through the construction phase. This feature of our Project Approach provides many advantages and cost savings for the City including:

- Review of Shop Drawings and Submittals to minimize issues and claims and insure all design parameters are maintained
- Review all RFIs and insure timely response to minimize delays
- Review of Value Engineering (VE) and other design changes/substitutions proposed by the Contractor to capitalize on potential cost savings while fully maintaining the design integrity of the project

Success Factor 4: Clear Identification of Tasks to be Performed and Responsibilities

A key to providing successful CEI services is to clearly identify the tasks to be performed and assign specific responsibilities of each team member. This allows the effective and efficient division of work and responsibilities of staff. This detailed breakdown also establishes daily, weekly, and monthly processes that and insures that:

- Work stays on schedule and in budget
- Work is performed in accordance with the Contract Documents
- Thorough project documentation is achieved throughout the construction activities
- Nothing “falls through the cracks.”

These processes provide the best safeguard for defense of any claims.

Our BDI Team has carefully reviewed the City’s expectations for this important project and has developed a Project Approach for providing CEI Services for the City of Deltona Eastern WRF that addresses every part of the Scope of Services listed in Section 3.0 of the Request for Qualifications. We have organized the required services into the following 11 major work tasks:

1. Project Coordination/Communication
2. Construction Contract Admin
3. Construction Engineering Services
4. Resident Project Representative Services
5. Quality Assurance/Quality Control
6. Engineer of Record Services
7. Plant Start-up and Commissioning
8. Utility Coordination
9. Sampling & Testing
10. Funding Assistance
11. Agreement Management



These tasks include all of the services requested by the City Staff as well as additional services – such as Funding Assistance - that are not included in the RFQ, but will be needed to complete the project. The following is a detailed breakdown of the scope of work and sub-tasks to be performed under each task.

Detailed Project Approach

Task 1 - Project Coordination/Communication

The BDI Team will coordinate all CEI related work, maintain, and document all project communications for the successful completion of the project. The Team will take advantage of improvements and innovations in electronic file sharing and documentation by establishing project protocols for electronic communication. Our Team has successfully used these protocols on other projects and they provide more efficient and thorough documentation of all project communication, shop drawing and submittal review, RFIs, and project documentation.

- a. Scheduling and facilitating Pre-Construction Meeting with Contractor and City of Deltona.
- b. Scheduling and facilitating Weekly Construction Progress Meetings.
- c. Scheduling and facilitating Monthly (or as necessary) Progress Meetings with the Engineer of Record Architect and the City of Deltona.
- d. Facilitate coordination and communication between the Engineer of Record, the RPR and other City representatives, City’s staff and Contractors in execution of the Work.
- e. Interface, as directed by the City of Deltona, with user groups, local government/business

- associations, etc., as required, and inform participants of upcoming construction activities.
- f. Coordinate with Public Involvement activities approved by the City.
- g. Provide Public Information services as required to manage inquiries from the public, public officials, and news media. Coordinate the City's approval of all notices and responses to news media, etc. prior to release.

Task 2 - Construction Contract Administration

The BDI Team will administer the construction contract, including required contract documentation, schedules, processing pay applications, change requests and project closeout documentation.

- a. Monitor construction schedule and advise owner as to progress/compliance.
- b. Analyze construction progress vs. proposed invoice and make recommendation of payment to the contractor.
- c. Review and recommend actions to City of Deltona on proposed design and construction changes to assess impact on project budget and schedule.
- d. Review, evaluate and make recommendations to City of Deltona, as required, on contract modifications and change orders.
- e. Maintain required records, photographs, files and reports for the construction history of the project.
- f. Provide Administration of RFIs, Shop Drawings and Day-to-Day Operations of Contractors.
- g. Support, Prepare and Provide Final Project Inspection and Punch-list.
- h. Oversee assembly and transmittal of as-built documents.
- i. Prepare the Final Estimate submittal.
- j. Prepare documentation and records in compliance with the Agreement and the City's procedures.
- k. Submit the Final Estimate(s) and one set of final "As-Built Plans" documenting Contractor's work (one record set, two hard copies and one electronic copy).
- l. Make required revisions to the Certified Final Estimate.
- m. Assist with any defense and negotiations of claims.

Task 3 - Construction Engineering Services

The BDI Team will provide Construction Engineering and Architectural services for the project. This will provide for the daily management and oversight of all site and building construction related activities for the project.

- a. Track, review and process shop drawing submittals for the components of the work.
- b. Respond to requests for information (RFIs), conflicts, clarifications, and claims that are submitted by the Contractor, and review all proposed change orders.
- c. Perform a substantial completion site visit to review completed work and develop a "punch list" for uncompleted work items.
- d. Perform final completion site visits to confirm "punch list" item completion.
- e. Review the Contractor prepared schedule of values.
- f. Provide Construction Engineering for regular observation (typically weekly) of the construction activities for reasonable assurance that construction is in general conformance with the contract documents.
- g. Verify pay requests related to the schedule of values, work completed, materials and equipment delivered to the site but not installed.
- h. Oversee daily management of all site and building construction related activities.
- i. Provide direct daily management and oversight of all site and building construction related activities.

- j. Assist with any defense and negotiations of claims.
- k. Participate in all construction planning and progress meetings.
- l. Monitor the processing of shop drawings to ensure that it follows the schedule submitted by the contractor.
- m. Prepare and review punch lists and pre-final and final inspection of the work. Monitor performance of punch list work.
- n. Oversee the assembly, consolidation, finalization and certification of as-built documents.
- o. Provide other services as deemed appropriate by the City of Deltona.
- p. Prepare documentation and records in compliance with the Agreement and the City's procedures.
- q. Prepare and submit the Final Estimate(s).
- r. Submit the final "As-Built Plans" documenting Contractor's work
- s. Perform other engineering and architectural services as may be deemed required by the City for the successful completion of the project.



Task 4 - Resident Project Representative Services

The BDI Team will provide Resident Project Representative (RPR) services for the project. The RPR will provide daily observation (typically 40 hours per week) of the construction activities for reasonable assurance that construction is in general conformance with the contract documents.

- a. Attend and participate in Pre-Construction Meeting with Contractor and City of Deltona.
- b. Attend and participate in Weekly Construction Progress Meetings
- c. Attend and participate in Monthly (or as necessary) Progress Meetings with the Engineer of Record, Architect and the City of Deltona.
- d. Document and track construction progress with daily observation logs and photographs.
- e. Maintain required records, photographs, files and reports for the construction history of the project.
- f. Monitor preparation of Record Drawings.
- g. Assist with any defense and negotiations of claims.
- h. Oversee storage and security of spare parts that are received and stored on the project site.
- i. Provide On-Site Inspections.
- j. Receive, log and forward all RFI's to the appropriate Engineer of Record/Architect of Record.
- k. Coordinate Design and Plan Revisions with Project Manager and Engineer of Record
- l. Document observed Day-to-Day Operations of Contractors and provide at the end of each day to the Project Manager.
- m. Coordinate preparation of As-Built Plans with Engineer of Record and Contractor
- n. Monitor and document (record in writing and photographs) the Contractor's on-site construction activities and inspect materials entering into the work in accordance with the Plans, Specifications and Special Provisions for the Construction Contract to determine that the project(s) are constructed in reasonable conformity with such documents.
- o. Keep records of the Contractor's daily operations and of significant events that affect the work.
- p. Coordinate inspections with City inspection staff as appropriate. City inspection staff will witness all water main pressure testing, bacti sampling for clearances, and sanitary sewer testing.

- q. Assist in the coordination of the Construction Contract administration activities of all parties involved in completing the construction project.
- r. Verify that the Contractor is conducting inspections, preparing reports, and monitoring all storm water pollution prevention measures associated with the project.
- s. Produce reports, verify quantity calculations and field measure for payment purposes as needed to prevent delays in Contractor operations and to facilitate prompt processing of such information in order for the City to make timely payment to the Contractor.
- t. Provide effective communication, through written and verbal means and take a proactive approach towards ensuring the timeliness and progress of the project.
- u. Review all Pay Applications and assist in resolving disputed pay quantities until the appropriate Construction Contract has been completed and final payment made by the owner.
- v. Coordinate with City staff on the project site.
- w. Collect, organize and retain all related warranties on a monthly basis.

Task 5 - Quality Assurance/Quality Control

The BDI Team will provide Quality Assurance and Quality Control (QA/QC) on the project. These services will insure work performed is being tested and meets the requirements included in the Contract Documents. In addition, the QA/QC services will insure that the procedures and test results are properly reviewed and documented.

- a. Provide quality assurance and project acceptance for the project
- b. Verification and Implementation of Contractor's Quality Control procedures
- c. Review Contractor's schedule of construction quality control testing procedures.
- d. Review the daily quality control inspection reports to ensure all tests required by the specifications and drawings are performed.
- e. Recommend rejection of all construction work or materials that do not comply with the contract requirements.
- f. Conduct the review of Testing Reports.
- g. Conducting Field Reviews.
- h. Analyze problems that arise on a continual basis and proposals submitted by the Contractor, work to resolve such issues, and process the necessary paperwork.
- i. Confirm that the Contractor is conducting inspections, preparing reports, and monitoring all stormwater pollution prevention measures associated with the project.
- j. Monitor compliance of the construction activities with all applicable regulatory agency permits and approvals. Advise City as may be appropriate.
- k. Perform Surveying services only as may be necessary to verify Contractors construction layouts and resolve issues/disputes that may arise with Contractor or residents / property owners.
- l. Assist the City of Deltona in determining that all building department inspections are conducted in a timely and efficient manner.

Task 6 - Engineer of Record Services

The BDI Team provides the unique advantage of including all of the project's Engineers and Architect of Record. This allows a much more efficient review of submittals, potential value engineering (VE) changes, reduces claims, and quicker resolution of any issues.

- a. Assist the City of Deltona and contractor in securing building permits and approvals for construction.
- b. Review and Approval of Shop Drawings.

- c. Review, assess, and address all received RFI's.
- d. Assist in the review of all Contractor Claims.
- e. Assist in the review of any proposed Value Engineering (VE) or other design changes proposed by the Contractor.
- f. Prepare and execute all required FDEP certification forms.
- g. Review As-Built plans.

Task 7 - Plant Start-up and Commissioning

The BDI Team will provide Start-up and Commissioning Services for the project, to insure a thorough start-up and performance testing of all equipment and facilities. This task also includes coordination of the preparation of Operations & Maintenance Manuals for the facility and training of City staff.

- a. Oversee the City of Deltona start-up of the facility.
- b. Review Contractor's proposed plan to bring the processes on line
- c. Confirm the system achieves the stipulated design intent.
- d. Provide on-site representative associated with mechanical, electrical and I&C, for start-up and testing of equipment.
- e. Provide on-site representative associated with the electrical and I&C work for coordination of start-up and testing of generator(s) with the local power company and provide on-site for assistance with operator training of electrical and I&C equipment.
- f. Document and provide copies of performance testing reports as produced through this effort.
- g. Assist and Coordinate O&M Training to City staff.
- h. Coordinate transition the running of facility to City staff.
- i. Document required equipment certifications and provide to City staff.
- j. Prepare and submit three (3) copies of operation and maintenance (O&M) manuals in accordance with 62-600.720, FAC for the reliable and efficient operation of the WWTF.
 - a. The manual will be used as a reference for training, preparation of maintenance tasks, and development of safety procedures, startup, and troubleshooting.
 - b. The manual will address O&M for the plant as an entire entity, with sections for each process or piece of equipment, compiling all of the manufacturer's documents and incorporating other information supplied from the equipment suppliers.
 - c. The manual will contain standard operating procedures that will describe startup, steady-state operation, and shutdown of process equipment and systems.
- k. Collect, organize and retain all related warranties.
- l. Oversee assembly and transmittal of manuals and warranties.
- m. Schedule a turnover meeting.
- n. Coordinate turnover of facility, final inspection by the building department, and final acceptance by the City of Deltona.

Task 8 - Utility Coordination

The BDI Team will provide utility coordination for the project. This work will include coordination with the Contractor, City, and all utility providers for the project.



- a. Monitor utility coordination such that it is in reasonable conformance to Plans and City's standards, policies, procedures and design criteria.
- b. Notify the affected utilities in advance of the preconstruction conference to allow them to have representation present.
- c. Provide Utility Coordination and the Facilitation of Utility Meetings.
- d. Facilitate coordination and communication between the Engineer of Record, and other City representatives, City's staff and Contractors in execution of the Work.
- e. Identify potential utility conflicts and assist in the resolution of utility issues.
- f. Insure Utility Coordination is conducted in accordance to the City's established standards, policies, procedures and design criteria.
- g. Schedule and conduct utility meetings, keeping and distribution of minutes of all utility meetings, and ensuring expedient follow-up on all unresolved issues.
- h. Coordinate distribution of all plans, conflict matrixes and changes to affected utility owners and making sure this information is properly coordinated.
- i. Assist the Engineer/Architect of Record, City, and the Contractor with resolving utility conflicts.
- j. Review all Utility Work Schedules.
- k. Provide utility coordination and the facilitation of Utility coordination Meetings.

Task 9 - Sampling & Testing

The BDI Team will provide sampling and testing services to insure the project requirements are being met and for acceptance of materials and construction.

- a. Monitor and coordinate Geotechnical/Materials Testing, Pressure Testing of mains.
- b. Coordinate Geotechnical sampling and testing will be performed by a geotechnical/materials testing company under contract with the Consultant.
- c. Monitor the sampling and testing of component materials and completed work in accordance with the Construction contract documents.
- d. Provide surveillance of the Contractor's Quality Control activities at the project site and verify the sampling and testing of materials and completed work items that are normally done in the vicinity of the project for verification and acceptance.
- e. Provide testing of applied coatings and painting products. Documentation reports on sampling and testing will be provided by the Consultant to the City, and the Engineer/Architect of Record.
- f. Provide geotechnical services to include sampling, testing (infield and laboratory), and reporting in accordance with FDOT specifications for roadway and utility construction. Review test results, approve or disapprove, and advise Contractor and City as appropriate.

Task 10 – Funding Assistance

The BDI Team will provide funding assistance services for the construction phase of the project. The BDI Team assisted the City in securing both Pre-construction and Construction Loans from the State Revolving Fund (SRF) Loan program. The Team will assist the City throughout the construction phase of the project to insure loan compliance and assist with disbursement request.

- a. Maintain appropriate project documentation for compliance with SRF requirements.
- b. Assist with loan disbursement requests by preparing the required Engineer's Certification.
- c. Coordinate for periodic site visits by FDEP SRF Loan funding personnel.
- d. Monitor construction performance and insure compliance with loan requirements.



Task 11 - Agreement Management

The BDI Team will provide services to manage the Agreement for the project.

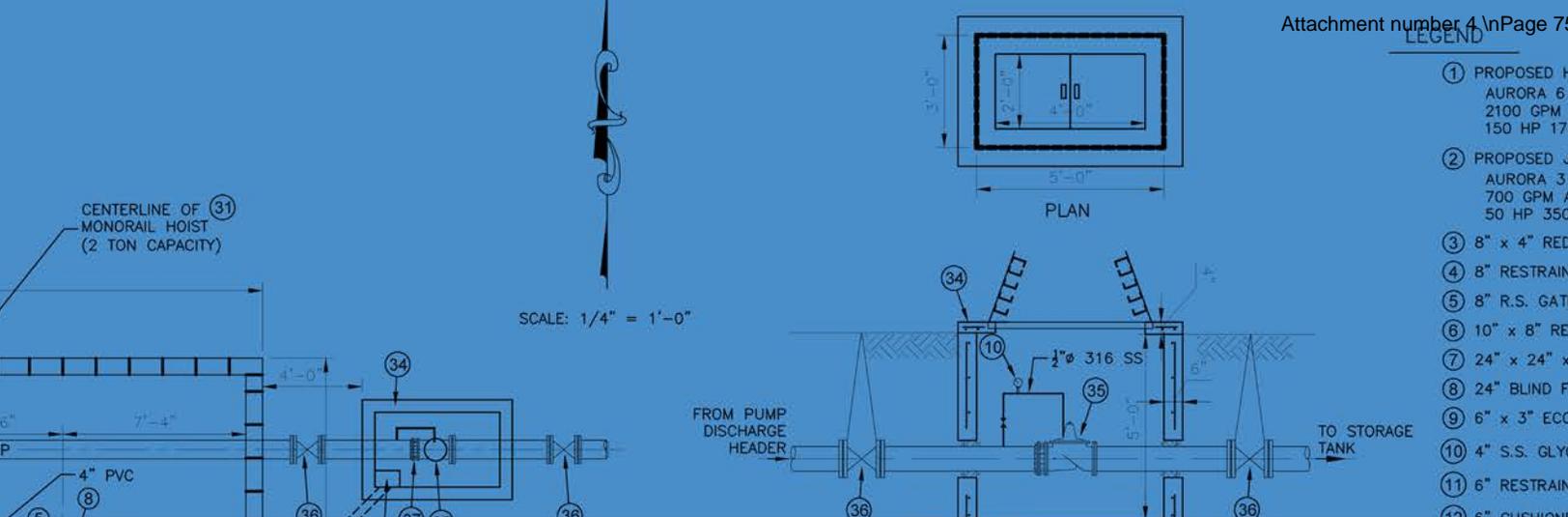
- a. With each monthly invoice submittal, the Consultant Project Manager will provide a reviewed and approved Status Report for the Agreement. This report will provide the Consultant Senior Project Engineer's:
 - i. Review of significant project accomplishments during the reporting period;
 - ii. Summary of Contractor issues and claims during the reporting period;
 - iii. Summary of anticipated work for the upcoming reporting period;
 - iv. Accounting of the additional Agreement calendar days allowed to date;
 - v. Estimate of the additional Agreement calendar days anticipated to be added to the original Agreement schedule time;
 - vi. Estimate of the Agreement Completion Date;
 - vii. Estimate of the Consultant funds expiration date per Agreement schedule for the prime Consultant and for each sub-consultant; and
 - viii. Identify any condition(s) that will require a Supplemental Amendment Request (SAR) to the Agreement.
- b. When the Consultant identifies a SAR to the Agreement, the Consultant Project Principal or Consultant Project Manager will communicate this condition/need to the City and request approval in concept.
- c. Once City approval received, the Consultant shall prepare and submit the SAR and all accompanying documentation to the City for approval and further processing.
- d. The Consultant Project Principal or Consultant Project Manager for the project shall be responsible for performing follow-up activities to determine the status of each SAR submitted to the City.
- e. The Consultant shall establish an office on site and monitor the Contractor's on-site construction activities and inspect materials entering into the work in accordance with the Plans, Specifications and Special Provisions for the Construction Contract to determine that the project(s) are constructed in reasonable conformity with such documents.

Incorporate the Engineer / Architect of Record

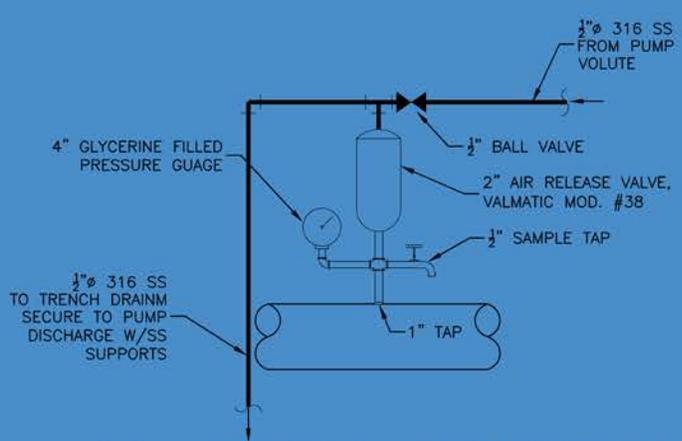
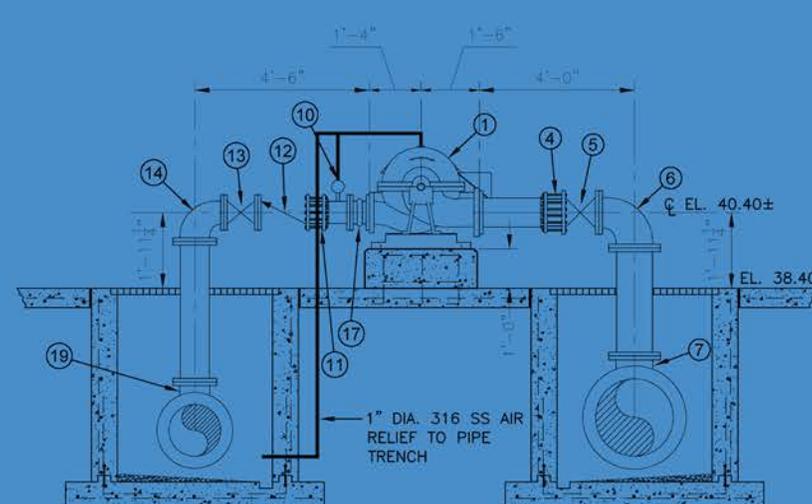
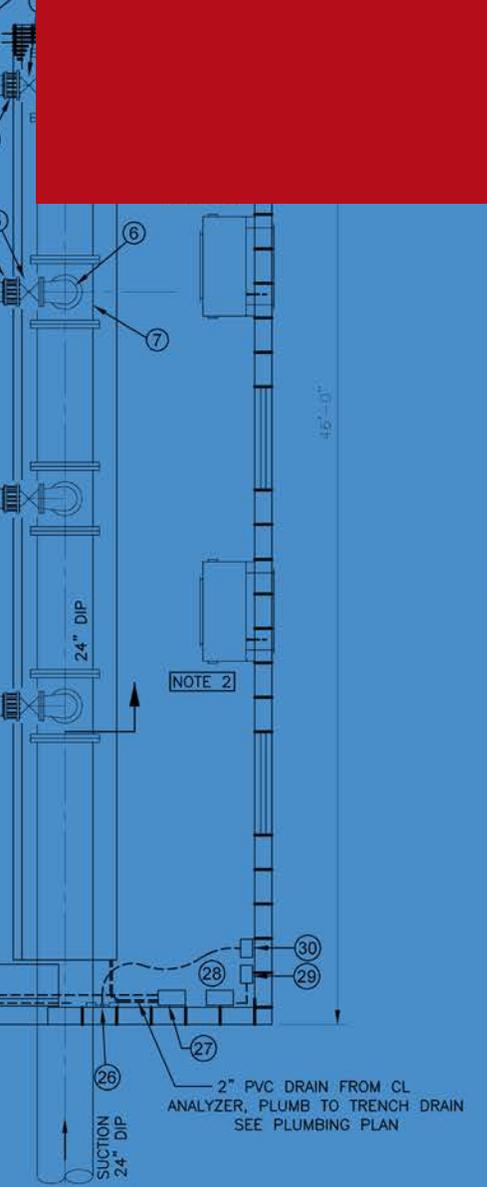
- The BDI Team uniquely allows the Engineers of Record to be incorporated in the CEI services. This provides many advantages and cost savings for the City including:
- Review of Shop Drawings and Submittals to minimize issues and claims and insure all design parameters are maintained
- Review all RFIs and insure timely response to minimize delays
- Review of Value Engineering (VE) and other design changes/substitutions proposed by the Contractor to capitalize on potential cost savings while fully maintaining the design integrity of the project

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- ① PROPOSED H AURORA 6 2100 GPM 150 HP 17
- ② PROPOSED J AURORA 3 700 GPM A 50 HP 350
- ③ 8" x 4" RED
- ④ 8" RESTRAIN
- ⑤ 8" R.S. GAT
- ⑥ 10" x 8" RE
- ⑦ 24" x 24" RE
- ⑧ 24" BLIND F
- ⑨ 6" x 3" ECO
- ⑩ 4" S.S. GLY
- ⑪ 6" RESTRAIN
- ⑫ 6" CUSHION
- ⑬ 2" x 2" M. ANSIC
- ⑭ 2" R
- ⑮ 16" x 16" x
- ⑯ PIPE GALLER HYDROMATIC 22 GPM AT INSTALL 2" INSTALL 2"
- ⑰ 16" RESTRAI
- ⑱ 12" PROPELL WATER SPEC OR APPROV
- ⑲ 24" x 16" M
- ⑳ 3/4" DIA. 3 CHLORINE A
- ㉑ SLEEVED CO
- ㉒ PRESSURE C SEE DETAIL
- ㉓ CHLORINE A
- ㉔ PHOXCROFT
- ㉕ ROSEMONT F
- ㉖ HONEYWELL
- ㉗ 2-TON CAP
- ㉘ FIRE EXTING
- ㉙ LOCK OUT/1
- ㉚ 5'L. X 3'W. HATCH AND
- ㉛ 8" CLA-VAL
- ㉜ 8" M.J. GAT
- ㉝ 8" FLANGED



TAB 7
Location

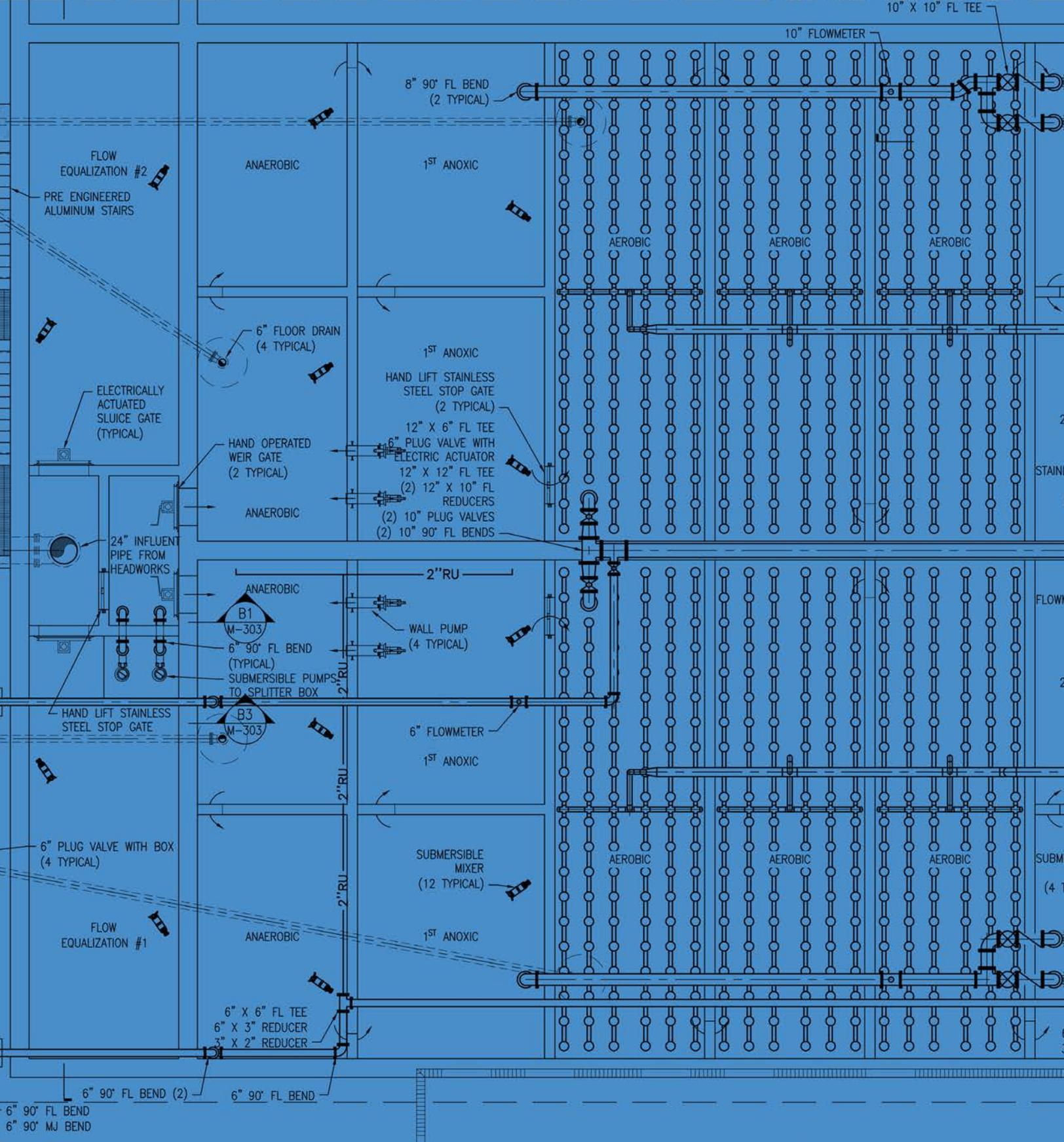


- NOTES:
- 1. ALL PIPELINE PENETR WATERSTOP COLLARS.
 - 2. FOR PACKAGED HEAT
 - 3. PROVIDE 'HOUSEKEEPING COORDINATE DIMENSIO

Excerpt from the Deltona WRF Plans



- (3) 10" 90° FL BENDS
- (2) 10" 45° FL BENDS
- (2) 10" CHECK VALVES
- (2) 10" RESILIENT SEAT GATE VALVES
- 10" X 10" FL TEE

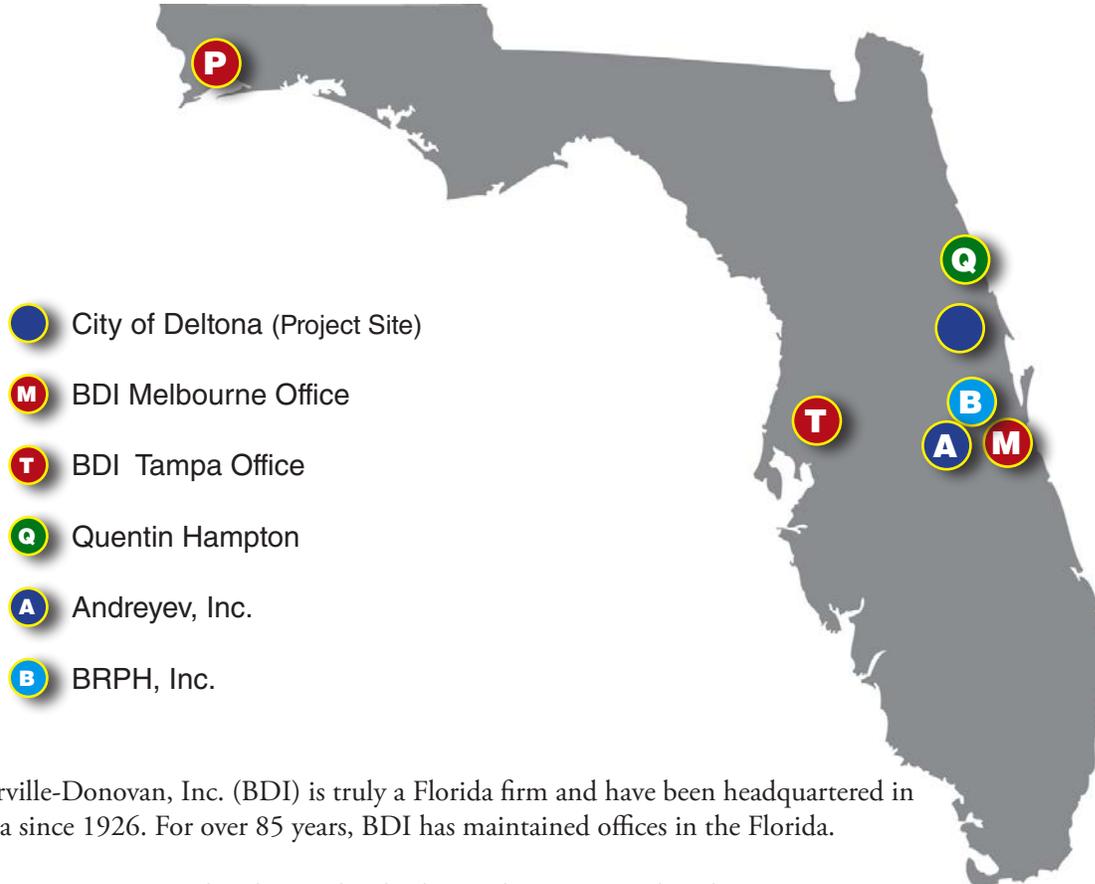


6" 90° FL BEND
6" 90° MJ BEND



TAB 7

Location



- City of Deltona (Project Site)
- BDI Melbourne Office
- BDI Tampa Office
- Quentin Hampton
- Andreyev, Inc.
- BRPH, Inc.

Baskerville-Donovan, Inc. (BDI) is truly a Florida firm and have been headquartered in Florida since 1926. For over 85 years, BDI has maintained offices in the Florida.

All key C,E&I personnel and apECIALIZED subconsultants assigned to this project are located in the Central Florida region. The project staffing plan relies heavily on our Brevard staff and includes key personnel such as Thomas Vill, Stephen Lienhart, Stephen Burwinkel and Kenneth Good. With a full complimenting staff of additional engineers, surveyors, technicians and field personnel in the Brevard office, we have the technical and support capabilities to locally ensure successful projects. Additionally, BDI has extensive resources and support staff available in our other Florida offices to assist. In every case, we have worked to ensure that the vast majority of BDI personnel proposed under this Request for Qualifications are located within a few hours of the project site.

BDI Local Clients

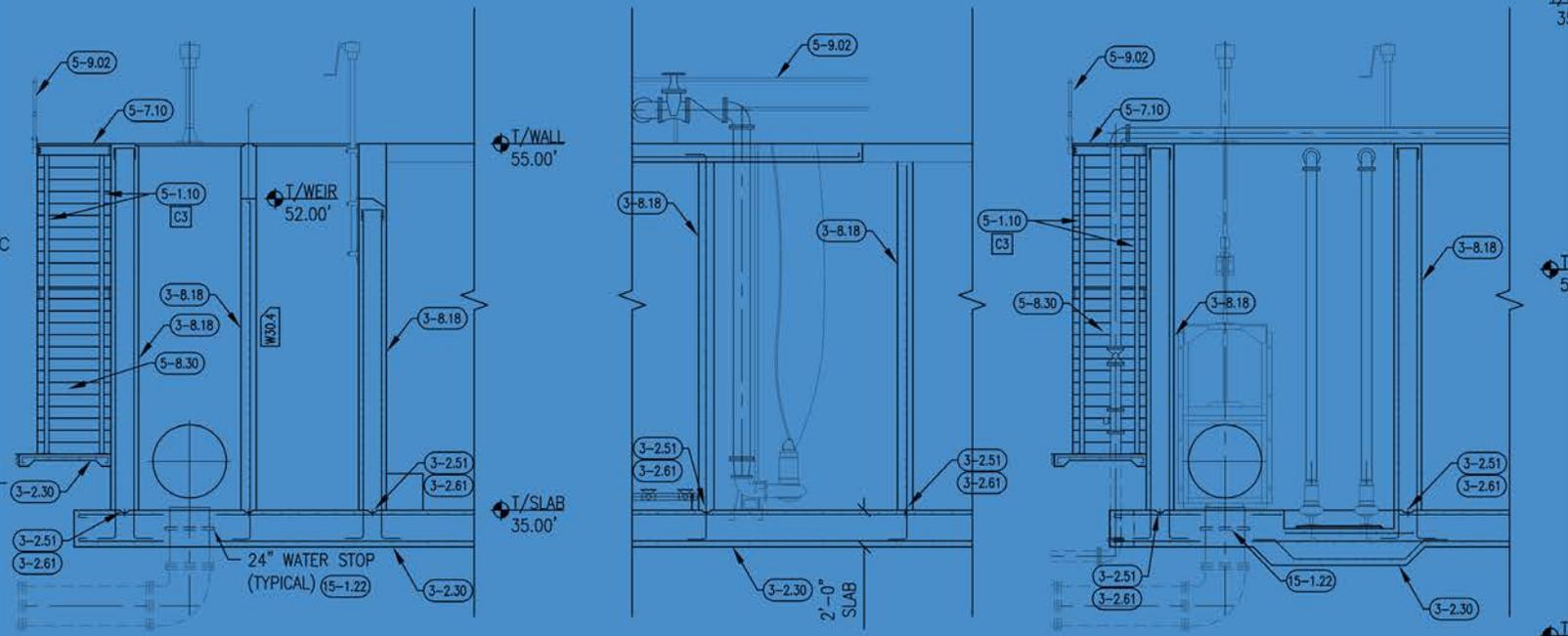
- City of Deltona
- City of Dade City
- City of Zephyrhills
- City of Melbourne
- City of Vero Beach
- City Tarpon Springs
- City of Archer
- City of Titusville
- DeSoto County
- St. Lucie West Service District

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KEYNOTES (S-X,XX)	
MARK	DESCRIPTION
3-2.30	TANKAGE SLAB, SEE SCHEDULE
3-2.51	2x8 FORMED CONSTRUCTION SHEAR KEY, SPLIT FOR WATERSTOP
3-2.61	6" PVC WATERSTOP
3-2.82	DEPRESSED TOP SLAB AT DRAIN, 1" MAXIMUM, DRAPE SLAB TOP STEEL TO MAINTAIN CLEAR COVER.
3-3.71	CONCRETE GROUT, SLOPE TO DRAIN, MIN. 1" AT DRAIN.
3-8.18	TANKAGE WALL, SEE SCHEDULE, 3/8" CHAMFER ALL EXPOSED CORNERS
3-9.41	ELEVATED CONCRETE SLAB, SEE SCHEDULE, 3/8" CHAMFERS AT EDGE, FORMED DRIP-EDGE UNDERSIDE OF OVERHEAD PROJECTION.
5-1.10	ALUMINUM COLUMN, SEE SCHEDULE
5-7.10	ALUMINUM GRATING SEAT - EMBED, DESIGN BY MANUFACTURER
5-8.30	PRE-FABRICATED ALUMINUM STAIRS w/ RAILING, DELEGATED ENGINEER DESIGN

5-9.02	2-RAIL ALUMINUM GUARDRAIL SYSTEM w/POSTS, BASE MOUNTING INDICATED IN PLAN AND ELEVATION. PROVIDE KICKPLATES ADJACENT TO TANKAGE OR TO RECESSED GRADE DROP GREATER THAN 36".
15-1.21	TANKAGE WALL PIPE SLEEVES - SEE MECHANICAL DRAWINGS
15-1.22	TANKAGE SLAB PIPE SLEEVES - SEE MECHANICAL DRAWINGS
15-2.30	TREATMENT PROCESS EQUIPMENT - WASTEWATER
15-5.61	STORAGE TANKS - CHEMICAL - SEE MECHANICAL DRAWINGS
15-6.01	COMPRESSED AIR PIPING

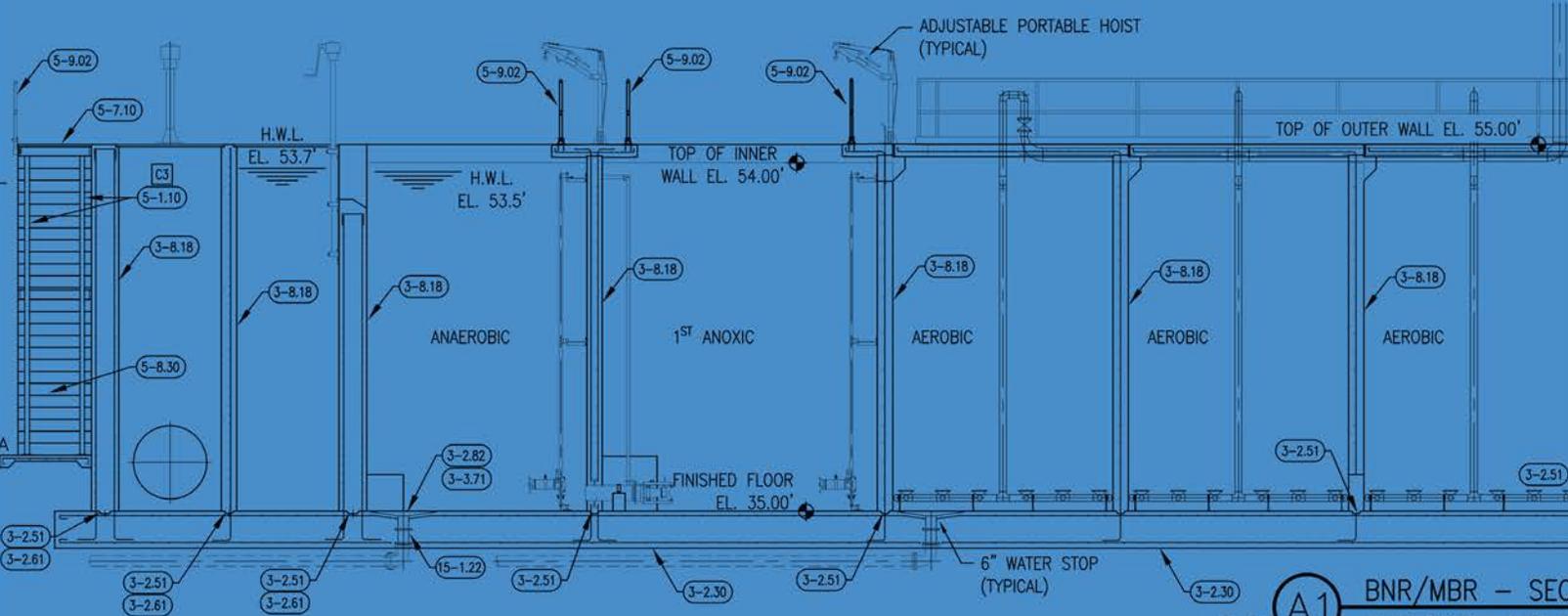
COORDINATION NOTE: REFER TO "STRUCTURAL CONCRETE & TANKAGE TREATMENT SCHEDULE" AND "HIGH PERFORMANCE COATING TABLE" ON DRAWING S-002 FOR CONCRETE ADMIXTURES AND COATINGS TO BE APPLIED TO SPECIFIC PORTIONS OF THIS STRUCTURE, WHETHER OR NOT INDICATED ON THIS PLAN.



B1 BNR/MBR - SECTION
 SCALE: 3/16" = 1'-0" 0' 1' 2' 4' 8'

B2 BNR/MBR - SECTION
 SCALE: 3/16" = 1'-0" 0' 1' 2' 4' 8'

B3 BNR/MBR - SECTION
 SCALE: 3/16" = 1'-0" 0' 1' 2' 4' 8'



A1 BNR/MBR - SECTION
 SCALE: 3/16" = 1'-0" 0' 1' 2' 4' 8'

TAB 8**Required Forms****PROPOSER'S CONTACT INFORMATION FORM****PROPOSER'S INFORMATION**

Firm Name:	Baskerville-Donovan, Inc.
Firms Principal Address:	tvill@baskervilledonovan.com
FEIN #:	59-0857184

BUSINESS STRUCTURE

Corporation, Joint Venture, or Partnership: Proposers submitting qualifications statements as a Joint Venture shall submit a copy of their joint agreement. If a joint venture or prime/sub-contractor arrangement of two (2) firms, indicate how the work will be distributed between the partners.

BUSINESS STRUCTURE	INDICATE BY (X)	COPY OF JOINT VENTURE AGREEMENT ATTACHED (Y / N)	IF APPLICABLE, HOW WILL WORK BE DISTRIBUTED BETWEEN PARTNERS?
CORPORATION	X	N	
JOINT VENTURE			
PARTNERSHIP			

Is your company registered and licensed in the State of Florida to do business? YES NO

If a Joint Venture, has this partnership worked together on a similar project? YES NO

PROPOSER'S INFORMATION FORM
(CONTINUED)

BUSINESS OFFICERS

POSITION	NAME	CONTACT INFORMATION
PRESIDENT	Fred Donovan, Sr, PE	449 West Main St. Pensacola, FL 32502 Phone: 850.438.9661
VICE PRESIDENT	Freddy Donovan, Jr., PE	449 West Main St. Pensacola, FL 32502 Phone: 850.438.9661
VICE PRESIDENT	Keith Hill, PE	449 West Main St. Pensacola, FL 32502 Phone: 850.438.9661
SECRETARY	Michelle Boehm	449 West Main St. Pensacola, FL 32502 Phone: 850.438.9661
TREASURER	Michelle Boehm	449 West Main St. Pensacola, FL 32502 Phone: 850.438.9661
PROJECT MNGR (ASSIGNED TO THIS PROJECT)	Thomas Vill, PE, AICP	7155 Murrell Road, Suite 101 Melbourne, FL 32940 Phone: 321.254.3663

BUSINESS LOCATION

Address of office in which work is to be performed from if different than principal address:

7155 Murrell Road, Suite 101
Melbourne, FL 32940

Distance from the job site to firms business address: 80 Miles

Other office locations – Location of other offices from which resources may be drawn:

BDI - Pensacola, FL
BDI - Tampa, FL

PROPOSER'S CERTIFICATION FORM

I have carefully examined the Request for Proposal, Instructions to Proposers, General and/or Special Conditions, Vendor's Notes, Specifications, proposed agreement and any other documents accompanying or made a part of this Request for Proposal.

I hereby propose to furnish the goods or services specified in the Request for Proposal at the prices and rates quoted in my Proposal. I agree that my Proposal will remain firm for a period of up to one hundred twenty (120) days in order to allow the City adequate time to evaluate the Proposal.

I agree to abide by all conditions of the Proposal and understand that a background investigation may be conducted by the City of Deltona prior to award.

I certify that all information contained in this Proposal is truthful to the best of my knowledge and belief. I further certify that I am a duly authorized to submit this Proposal on behalf of the vendor / contractor as its act and deed and that the vendor / contractor is ready, willing and able to perform if awarded the contract.

I further certify, under oath, that this Proposal is made without prior understanding, agreement, connection, discussion, or collusion with any other person, firm or corporation submitting a Proposal for the same product or service; no officer, employee or agent of the City of Deltona Government or of any other Proposer interested in said Proposal; and that the undersigned executed this Proposer's Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so.

Name of Business

By:

Signature

Name & Title, Typed or Printed

Mailing Address

City, State, Zip Code

Telephone Number

Sworn to and subscribed before me

This 12th day of

June, 2012

Signature of Notary

Notary Public, State of Florida

Personally known

-OR-

Produced Identification N/A



DRUG-FREE WORKPLACE FORM

The undersigned Bidder in accordance with Florida Statute 287.087, hereby certifies that

Baskerville-Donovan, Inc. does:

(Name of Business)

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

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

X



Proposer's Signature

6/20/2013

Date

SWORN STATEMENT UNDER SECTION 287.133(3)(A), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

This sworn statement is submitted to the City of Deltona by T Keith Hill, Coo/Ex. Vice Pres.
(Individual's name and title)

For Baskerville Donovan, Inc
(Name of entity submitting sworn statement)

Whose business address is 449 West Main Street
Pensacola, FL 32502

And (if applicable) its Federal Employer Identification Number (FEIN) is 59-0857184
(if the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement)

1. I understand that a "public entity crime" as defined in Section 287.133(1)(g), Florida Statutes, means a violation of any State or Federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or a of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
2. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crimes, with or without an adjudication of guilt, in any Federal or State trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
3. I understand that an "affiliate" as defined in Section 287.133(1)(a), Florida Statutes, means:

A predecessor or successor of a person convicted of a public entity crime: or an entity under the control of any natural person who is active in the management of the entity and how has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one (1) person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (36) months shall be considered an affiliate.

4. I understand that a "person" as defined in Section 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders employees, members, and agents who are active in management of an entity.
5. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (You must indicate which statement applies.)

X Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agent who is active in management of the entity, nor the affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members or agent who are active in management of the entity, or an affiliate of the entity, has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members or agents who are active in management of the entity, or an affiliate of the entity, has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before an Administrative Law Jury of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Administrative Law Jury determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (You must attach a copy of the final order).

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CITY OF DELTONA IS FOR THE CITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31, OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE CITY PRIOR TO ENTERING IN TO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES, FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

J. Keith Hill

SIGNATURE
6/12/2013

DATE

State of Florida
County of Escambia

Personally appeared before me, the undersigned authority, T. Keith Hill (name of individual signing) who, after first being sworn by me, affixed his/her signature in the space provided above on the 12 day of June, 2012.

Cynthia M. Zelius

NOTARY PUBLIC

My commission expires:



HOLD HARMLESS AND INDEMNITY AGREEMENT

Baskerville Donovan Inc.

agrees through the signing of this document by an authorized party or agent that it shall defend, indemnify and hold harmless the City of Deltona, and its agents, employees, and public officials from and against all suits, losses, claims, demands, judgments of every name and description arising out of or incidental to the performance of this contract or work performed thereunder, whether or not due to or caused by the negligence of the City of Deltona, its agents, employees, and public officials excluding only the sole negligence of the City of Deltona, its agents, employees, and Public Officials.

This provision shall also pertain to any claims brought against the City of Deltona, its agents, employees, and public officials by an employee of the named Contractor, any Sub-contractor, or anyone directly or indirectly employed by any of them.

The Contractor's obligation to indemnify the City of Deltona, its agents, employees and public officials under this provision shall be limited to \$5,000,000 per occurrence which the parties agree bears a reasonable commercial relationship to the contract.

The Contractor agrees to accept, and acknowledges as adequate remunerations, the consideration of \$10, which is part of the agreed bid price, the promises contained herein, and other good and valuable consideration, the receipt of which is hereby acknowledged, for agreement to enter into this Hold Harmless and Indemnity Agreement.



CONTRACTOR

4/19/2013

DATE

FORM A-1
CONFLICT OF INTEREST DISCLOSURE FORM

I HEREBY CERTIFY that

1. I (printed name) T. Keith Hill am the (title) CEO/Exec. V.P. and the duly authorized representative of the firm of (Firm Name) Baskerville Donovan Inc whose address is 449 West Main Street Pensacola, Florida 32502, and that I possess the legal authority to make this affidavit on behalf of myself and the firm for which I am acting; and,

2. Except as listed below, no employee, officer, or agent of the firm have any conflicts of interest, real or apparent, due to ownership, other clients, contracts, or interests associated with this project;
And,

3. This proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same services, and is in all respects fair and without collusion or fraud.

EXCEPTIONS (List)

Signature: J. Kaufman
Printed Name: T. Keith Hill
Firm Name: Baskerville-Donovan, Inc
Date: 4/12/13

Sworn to and described before me this 12 day of June, 2013.

Personally known

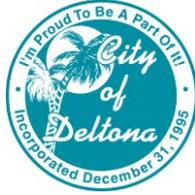
OR Produced identification N/A

Notary Public - State of Florida

(Type of Identification) _____ My Commission expires _____



Cynthia M. Zelius
(Printed, typed or stamped commissioned name of Notary Public)



ADDENDUM # 1
CITY OF DELTONA
RFQ # PW 13-14

JUNE 5, 2013

CONSTRUCTION, ENGINEERING AND INSPECTION SERVICES
FOR
THE CONSTRUCTION OF THE EASTERN WATER RECLAMATION FACILITY

This addendum is to answer questions that have been brought up by potential firms during the solicitation process.

Questions are being accepted up to seven days prior to the closing date. The last day and time questions and RFI's for this RFQ will be accepted are Thursday, April 4, 2013.

QUESTIONS:

Question # 1 – Who is the EOR for this project?

Answer # 1 – The Engineer of Record for this project is Baskerville-Donovan, Inc..

Question # 2 – Is the EOR precluded from submitting on this?

Answer # 2 – No. The Engineer of Record is not precluded from submitting a qualifications statement for this solicitation.

Question # 3 – What is the EOR's role during the CEI Services?

Answer # 3 – The Engineer of Record will be acting as a consultant during the projects construction. This includes, but is not limited to; attending progress meetings, assisting with RFI's, As-Builts, and any design and plan revisions to the project.

Question # 4 – Can we recreate the forms in the proposal (i.e. place them on pages with noted sections and page numbers in the footer and have headers)?

Answer # 4 – No. The documents within the required forms packet shall be completed in their entirety and placed within Tab 8 of your submittal, just as it is specified within Section 2.9, "Content of Submission"

The RFQ due date remains Thursday, June 20, 2013 at 2:00 p.m. All prospective Engineering firms are hereby instructed not to contact any member of the City of Deltona Commission, City Manager, or City of Deltona Staff members other than the noted contact person regarding this RFQ or their submittal at any time during the solicitation or award process. Any such contact shall be cause for rejection of your submittal.

All inquiries are to be directed to the Purchasing Agent for the Public Works Division at the City of Deltona. Contact for this solicitation is: Brian Boehs, Purchasing Agent. Email address is bboehs@deltonafl.gov. Phone is 386-878-8955.

ALL OTHER SPECIFICATIONS AND CONDITIONS REMAIN UNCHANGED.

RECEIPT OF THIS ADDENDUM IS HEREBY ACKNOWLEDGED

Baskerville-Donovan, Inc.

NAME OF BUSINESS

BY: Thomas M. Vill 6/20/2013

SIGNATURE/DATE

Thomas M. Vill, PE, Vice President

NAME & TITLE, TYPED OR PRINTED

7155 Murrell Road, Suite 101 Melbourne, FL 32940

MAILING ADDRESS

Melbourne, FL 32940

CITY, STATE, ZIP CODE



ADDENDUM # 2
CITY OF DELTONA
RFQ # PW 13-14
JUNE 14, 2013

CONSTRUCTION, ENGINEERING AND INSPECTION SERVICES
FOR
THE CONSTRUCTION OF THE EASTERN WATER RECLAMATION FACILITY

It has come to the attention of the City of Deltona that potential firms submitting qualifications statements for this RFQ are sending out their staff to the location of the Eastern Water Reclamation Facility site. The purpose of these site visits is apparently to take pictures of the location and place within their submittals for marketing material.

It should be noted that the 11th avenue road leading into the property is under construction. This is a totally different project and is not an environment in which should be considered safe given the work currently being performed by the Contractor hired by the City. It should also be noted that the Eastern Water Reclamation Facility site itself is currently considered a construction site and any unauthorized persons found on the property are considered trespassing on a construction site.

The City of Deltona respectfully asks that firms refrain from entering the Eastern WRF location. This would ensure the safety and eliminate the risks involved of unauthorized persons in the area. If unauthorized personnel are located in the area, City staff and the current contractor performing the work in the 11th avenue area have been instructed to ask them to leave the area.

The RFQ due date remains Thursday, June 20, 2013 at 2:00 p.m. All prospective Engineering firms are hereby instructed not to contact any member of the City of Deltona Commission, City Manager, or City of Deltona Staff members other than the noted contact person regarding this RFQ or their submittal at any time during the solicitation or award process. Any such contact shall be cause for rejection of your submittal.

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ALL OTHER SPECIFICATIONS AND CONDITIONS REMAIN UNCHANGED.

RECEIPT OF THIS ADDENDUM IS HEREBY ACKNOWLEDGED

Baskerville-Donovan, Inc.
NAME OF BUSINESS

BY: Thomas M. Vill 6/20/2013
SIGNATURE/DATE

Thomas M. Vill, PE, Vice President
NAME & TITLE, TYPED OR PRINTED

7155 Murrell Road, Suite 101 Melbourne, FL 32940
MAILING ADDRESS

Melbourne, FL 32940
CITY, STATE, ZIP CODE

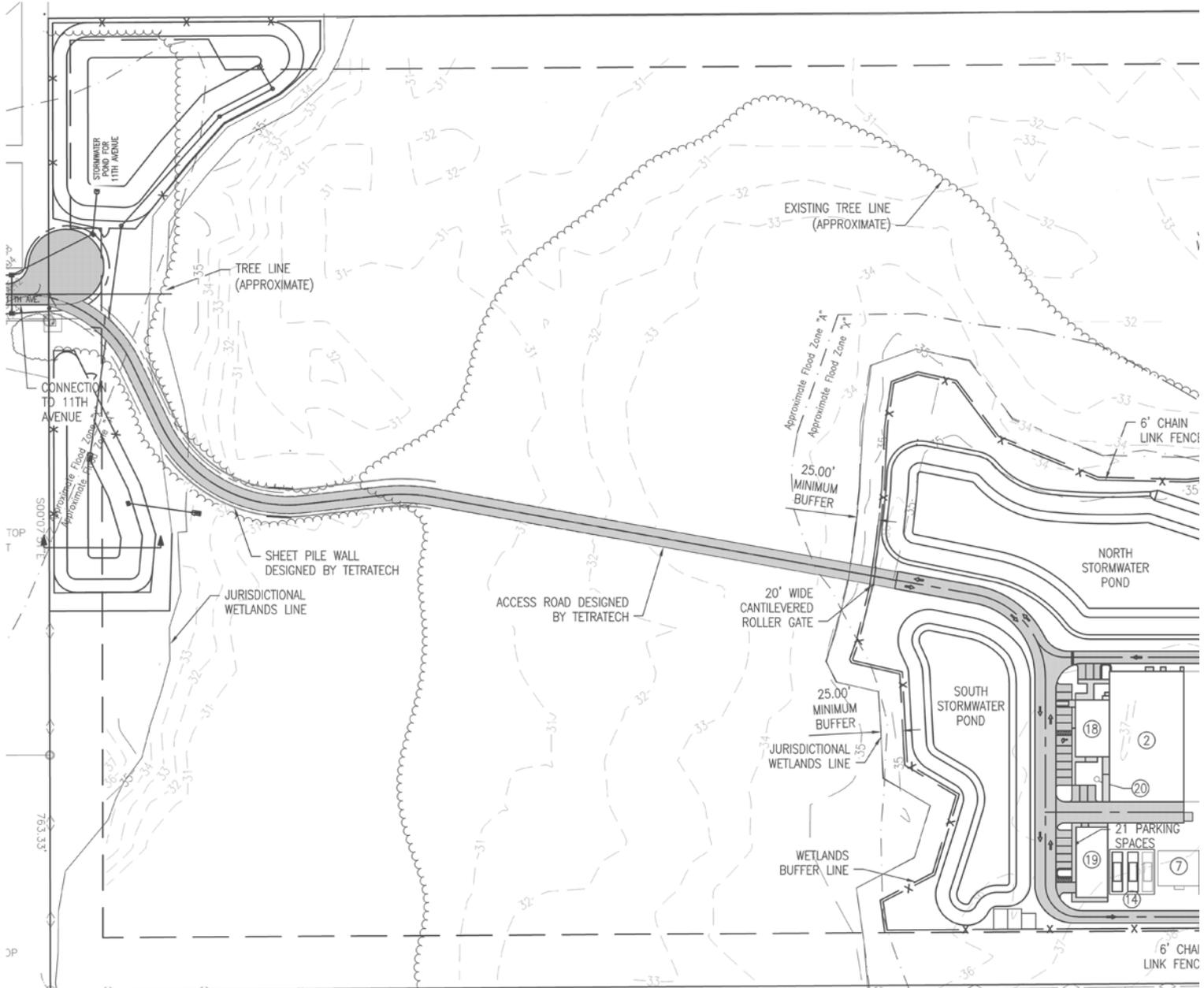


BASKERVILLE-DONOVAN, INC.

Innovative Infrastructure Solutions

BUFFERS AND LANDSCAPE:

A 60 FT LANDSCAPED BUFFER WILL BE PROVIDED ALONG THE SOUTH PROPERTY LINE IN THE AREA OUTSIDE OF THE WETLANDS AND WETLANDS BUFFER AREAS. A MINIMUM 60 FT EXISTING VEGETATIVE BUFFER WILL BE PROVIDED ALONG THE EAST AND NORTH SIDES OF THE SITE. A 25 FT BUFFER WILL BE PROVIDED FROM THE JURISDICTIONAL WETLAND BOUNDARY



STRUCTURE LEGEND

1. HEADWORKS
2. 1.5 MGD ADF BNR/MBR
3. FUTURE 1.5 MGD BNR/MBR
4. FUTURE 1.5 MGD BNR/MBR
5. FUTURE UV
6. CHLORINE CONTACT CHAMBER AND EFFLUENT PUMP STATION
7. FUTURE CHLORINE CONTACT CHAMBER
8. FUTURE CHLORINE CONTACT CHAMBER
9. RECLAIMED WATER PUMP STATION
10. 5 MG RECLAIMED WATER GROUND STORAGE TANK
11. FUTURE 5 MG RECLAIMED WATER GROUND STORAGE TANK
12. 2.5 MG REJECT GROUND STORAGE TANK
13. FUTURE 2.5 MG REJECT GROUND STORAGE TANK
14. GENERATORS
15. REJECT PUMP STATION
16. BIOSOLIDS PROCESSING 2400 SQ. FT. (SEE NOTE)
17. BIOSOLIDS HOLDING (ADDITIVE ALTERNATE #1)
18. OPERATIONS CENTER 2500 SQ. FT.
19. MAINTENANCE/ELECTRICAL BUILDING 2880 SQ. FT.
20. FUTURE PUMP STATION
21. BIOSOLIDS RECEIVING SYSTEM

