

# **NORTH SPRINGS IMPROVEMENT DISTRICT**



**BOARD OF SUPERVIORS MEETING**

**JUNE 7, 2023**

# ***North Springs Improvement District***

---

9700 NW 52 Street Coral Springs, FL 33076  
Phone (954) 752-0400 Fax (954) 755-7317

June 1<sup>st</sup>, 2023

Board of Supervisors  
North Springs Improvement District

Dear Board of Supervisors:

A meeting of the Board of Supervisors of North Springs Improvement District will be held on June 7th, 2023, at 5:00 P.M. at 9700 NW 52<sup>nd</sup> Street, Coral Springs, Florida. Following is the advance agenda:

1. Roll Call
2. Approval of the following Meeting Minutes:
  - I. May 10, 2023
3. Audience Comments on Non-Agenda Items and Supervisor's Request(s)
4. Approval of Resolution **2023-09**, Authorization to Sell or Trade Equipment
5. Staff Reports
  - A. Manager
    - I. Consideration of Sole Source Purchase from Pantropic Power to Replace Two (2) Pump Station Engines at \$254,000 Each for a Total in the Amount of \$508,000
    - II. Approval for District Manager to Purchase Vehicles, Upon Availability, in an Amount Not to Exceed \$100,000 Each for F350-Crane and Tahoe, \$65,000 for F250's and \$55,000 for F-150's
  - B. Attorney
  - C. Engineer
    - I. Work Authorization 2023-1, Sand Strainer Design and Permitting for Water Treatment Plant for an Amount Not to Exceed \$250,000
6. Approval of Financials and Check Registers
7. Adjournment

**SECOND  
ORDER OF BUSINESS**

May 10, 2023, Meeting Minutes

**MINUTES OF MEETING  
NORTH SPRINGS IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the North Springs Improvement District was held Wednesday, **May 10, 2023** at 5:00 p.m. in the district office, 9700 N.W. 52<sup>nd</sup> Street, Coral Springs, Florida.

Present and constituting a quorum were:

Vince Moretti	President
Grace Solomon	Secretary
Anthony Avello	Assistant Secretary

Also present were:

Rod Colon	District Manager
Richard Sarafan	District Counsel
Jane Early	District Engineer
Brenda Richard	District Clerk
Donna Holiday	GMS-South Florida, LLC
Katherine Castro	Executive Assistant
Marc Grace	Keefe & McCullough
Sue Kassoff-Correia	Oral Health Florida, Florida Dept. of Health
Vandin Calitu	VLC One
Frank Anzalone	East Coast Builders
Zoe Anzalone	East coast Builders
Valer Jisa	East coast Buildes
Detective Wantuck	Coral Springs Police Department

*The following is a summary of the discussions and actions taken at the May 10, 2023 meeting. An audio copy of the proceedings can be obtained by contacting the District Manager.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Colon called the meeting to order at 5:00 p.m. and called the roll.

**SECOND ORDER OF BUSINESS**

**Approval of the Minutes of the March 22, 2023 Meeting**

On MOTION by Ms. Solomon seconded by Mr. Avello with all in favor the minutes of the March 22, 2023 meeting were approved as presented.

**THIRD ORDER OF BUSINESS**

**Audience Comments and Supervisor's Requests**

There being none, the next item followed.

**FOURTH ORDER OF BUSINESS**

**Presentation and Acceptance of the Financial Audit for Fiscal Year 2022**

Mr. Grace gave an overview of the fiscal year 2022 audit and stated it is a clean audit with no current year or prior year findings or recommendations.

On MOTION by Mr. Avello seconded by Ms. Solomon with all in favor the fiscal year 2022 audit was accepted.

*Mr. Grace left the meeting at this time.*

**FIFTH ORDER OF BUSINESS**

**Resolution 2023-06 Relating to the Water and Sewer Revenue Bond, Series 2021**

Mr. Colon stated bond counsel prepared this resolution to provide direction to the trustee on the Series 2021 Revenue Bonds.

On MOTION by Ms. Solomon Seconded by Mr. Avello with all in favor Resolution 2023-06 Relating to the Water and Sewer Revenue Bond, Series 2021 was approved.

**SIXTH ORDER OF BUSINESS**

**Resolution 2023-07 Approving the Proposed General Fund and Debt Service Fund Budgets for Fiscal Year 2024 and Setting the Public Hearing**

On MOTION by Mr. Avello Seconded by Mr. Solomon with all in favor Resolution 2023-07 Approving the Proposed General Fund and Debt Services Fund budgets for Fiscal Year 2024 and Setting the Public Hearing was approved.

**SEVENTH ORDER OF BUSINESS**

**Resolution 2023-08 Authorization to Sell or Trade Equipment**

On MOTION by Ms. Solomon Seconded by Mr. Avello with all in favor Resolution 2023-08 Authorization to Sell or Trade Equipment was approved.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Manager**

**i. Presentation of Fluoridation Quality Award, Presented by Oral Health Florida and the Florida Department of Health on Behalf of the U.S. Centers for Disease Control (CDC)**

Ms. Kassoff-Correia of Oral Health Florida and the Florida Department of Health on behalf of the U.S. Centers for Disease Control presented a certificate and letter of thanks to the North Springs Improvement District for fluoridating the water.

Ms. Kassoff-Correia left the meeting after the presentation.

**ii. Executive Memorandum – Surplus Sale Proceeds**

Mr. Colon outlined the options for non-allocated cash flow from the sale of surplus land as outlined in the executive memorandum and with board discussion and input the following action was taken.

On MOTION by Mr. Avello seconded by Ms. Solomon with all in favor \$314,000 was allocated for public art and the remainder of the approximate \$1.9 million was allocated to reserves for use in the preserve.

**iii. Appointment of CUNDY, Inc. to Provide Broker Services with Respect to Medical Coverage**

On MOTION by Ms. Solomon seconded by Mr. Avello with all in favor CUNDY, Inc. was appointed to provide broker services with respect to medical coverage.

**B. Attorney**

There being no comments, the next item followed.

**C. Engineer**

There being no comments, the next item followed.

**NINTH ORDER OF BUSINESS**

**Approval of Financials and Check Register**

- I. February 2023**
- II. March 2023**

On MOTION by Mr. Avello seconded by Mr. Morretti with all in favor the check registers were approved.

**TENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Ms. Solomon seconded by Mr. Avello with all in favor the meeting adjourned at 5:25 p.m.

\_\_\_\_\_  
Grace Solomon  
Secretary

\_\_\_\_\_  
Vince Moretti  
President

# **FOURTH ORDER OF BUSINESS**

Approval of Resolution 2023-09,  
Authorization to Sell or Trade Equipment



**RESOLUTION 2023-09**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE NORTH SPRINGS IMPROVEMENT DISTRICT AUTHORIZING THE DISTRICT MANAGER TO SELL OR TRADE EQUIPMENT AS EXPEDITIOUSLY AS POSSIBLE AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the Board of Supervisors of the North Springs Improvement District owns certain tangible personal property as more fully described in Exhibit 'A', attached herein, and;

**WHEREAS**, the District desires to trade of sell said equipment on Exhibit 'A' and;

**WHEREAS**, the District desires to authorize the District Manager to sell or trade said equipment as appropriate.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE NORTH SPRINGS IMPROVEMENT DISTRICT HEREBY RESOLVES AS FOLLOWS:**

**Section 1.** The recitals above are true and correct and incorporated herein as set forth in full herein.

**Section 2.** The listed vehicles are reaching their useful life expectancy

**Section 3.** Due to current supply and demand issues, it is in the best interest of the District to authorize the District Manager to sell or trade said vehicles at which time the vehicles reach the life expectancy and replacements are available

**Section 2.** The District Manager is hereby authorized to take the necessary and appropriate steps to sell or trade if appropriate, said property.

**Section 4.** All sections or parts thereof which conflict herewith are, to the extent of such conflict, superseded and repealed. In the event any portion of the Resolution is found to be unconstitutional or improper, it shall be severed herein and shall not affect the validity of the remaining portions of this Resolution.

**Section 5.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED** this 7<sup>th</sup> day of June, 2023 by the Board of Supervisors of the North Springs Improvement District, Broward County, Florida.

**NORTH SPRINGS IMPROVEMENT DISTRICT**

\_\_\_\_\_  
Vincent Moretti, President

**ATTEST**

\_\_\_\_\_  
Grace Solomon, Secretary

EXHIBIT 'A'

UNIT NUMBER	YEAR	MAKE	MODEL	VIN
P604-07	2007	FORD	F-150	1FTRF12W27KC19604
P018-09	2009	FORD	F-250	1FTNF20579EA32018
A644-19	2019	CHEVY	TAHOE	1GNCAK0KR341644
F028-15	2015	FORD	F-350 CRANE	1FDRF3GT1FEB89028
F569-14	2014	FORD	F-250	1FT7X2A65EEB16569
F289-14	2014	FORD	F-250	1FT7X2A6XEEA46289
D186-18	2018	FORD	F-150 4X4	1FTMF1E58JKE50186
D051-12	2012	FORD	F-150 4X4	1FTMF1EF2CFA36051

**FIFTH  
ORDER OF BUSINESS**

**Staff Reports – A. MANAGER**

- I. Consideration of Sole Source Purchase from Pantropic Power to Replace Two  
(2) Pump Station Engines at \$254,000 Each for a Total in the  
Amount of \$508,000

DATE June 1, 2023  
QUOTE No. 22JLC0040-02 (31124102)

FRANKIE ROMANO  
NORTH SPRINGS IMPROVEMENT DISTRICT

RE: NORTH SPRINGS IMPROVEMENT DISTRICT

### **DESCRIPTION**

Qty. 2 - G3408C (LE) GAS ENGINE RATED FOR 425 HP AT 1800 RPM CONTINUOUS

### **CATERPILLAR, INC. G3408C (LE) INDUSTRIAL ENGINE COMPLETE AS FOLLOWS:**

#### **AIR INLET SYSTEM**

AIR CLEANER, INTERMEDIATE DUTY, DRY  
AIR CLEANER RAIN CAP  
SERVICE INDICATOR

#### **CHARGING SYSTEM**

CHARGING ALTERNATOR 24V 35 AMP  
AMMETER GAUGE AND WIRING  
BATTERY CHARGER, SHIPPED LOOSE.  
120 VOLT, 60 HZ, SINGLE PHASE INPUT  
24 VDC, 12 AMP OUTPUT

#### **CONTROL SYSTEM**

GOVERNOR, HYDRA MECHANICAL  
ENGINE MOUNTED VERNIER CONTROL, LH  
AUTOMATIC ENGINE CONTROLLER

#### **COOLING SYSTEM**

THERMOSTATS AND HOUSING, FULL OPEN TEMPERATURE 98 C (208 F)  
JACKET WATER PUMP, GEAR DRIVEN, CENTRIFUGAL, NON-SELF-PRIMING  
AFTERCOOLER WATER PUMP  
EXPANSION TANK AND LINES  
LOW COOLANT LEVEL SWITCH GAUGE  
KEEL COOLER, QTY 2

#### **EXHAUST SYSTEM**

EXHAUST MANIFOLD  
EXHAUST ELBOW, DRY, 203 mm (8 in)  
FLEXIBLE EXHAUST FITTING, 203 mm (8 in)  
EXHAUST OUTLET MATING FLANGE  
RESIDENTIAL GRADE SILENCER, SHIPPED LOOSE.  
8 IN. ANSI FLANGE SIDE INLET / END OUTLET  
ALUMINIZED STEEL CONSTRUCTION  
WELDED MOUNTING FEET  
RAIN CAP. SHIPPED LOOSE.  
THREE WAY CATALYST, SHIPPED LOOSE

**FLYWHEELS & FLYWHEEL HOUSINGS**

FLYWHEEL, SAE NO. 14  
FLYWHEEL HOUSING, SAE NO. 0  
SAE STANDARD ROTATION

**FUEL SYSTEM**

GAS PRESSURE REGULATOR (NA - REQUIRES 1.5 - 5 PSI GAS)  
NATURAL GAS CARBURETOR  
AIR/FUEL RATIO CONTROLLER (EPA REQUIREMENT)

**IGNITION SYSTEM**

CATERPILLAR ELECTRONIC IGNITION SYSTEM (EIS)

**INSTRUMENTATION**

INSTRUMENT PANEL, LH  
ENGINE OIL PRESSURE GAUGE  
WATER TEMPERATURE GAUGE  
DIGITAL TACHOMETER  
AMMETER GAUGE 24V  
SERVICE METER

**LUBE SYSTEM**

CRANKCASE BREATHER, TOP MOUNTED  
OIL COOLER  
OIL FILTER  
OIL PAN, FULL SUMP  
OIL FILLER AND DIPSTICK  
LUBRICATING OIL

**MOUNTING SYSTEM**

ENGINE SUPPORTS  
STRUCTURAL STEEL BASE  
PAD-TYPE VIBRATION ISOLATORS, (4) PER ENGINE, SHIPPED LOOSE.

**PROTECTION SYSTEM**

AUTO START STOP SHUTOFF OP/WT/OS  
ENERGIZED TO RUN (ETR) 24 VDC. LOW OIL PRESSURE CONTACTOR 55 kPa  
HIGH COOLANT TEMPERATURE 104° C (220° F) SHUTDOWN CONTACTORS,  
ELECTRONIC OVERSPEED SWITCH AND EMERGENCY STOP PUSHBUTTON.  
WIRED TO A COMMON, ENGINE MOUNTED JUNCTION BOX FOR CONVENIENT  
INTERCONNECTION TO THE WALLMOUNT ENGINE CONTROL PANEL.  
GAS VALVE - ETR 24 V

**SAFETY ALARMS AND/OR SHUTDOWNS FOR THE FOLLOWING:**

LOW OIL PRESSURE	ALARM /	SHUTDOWN
HIGH WATER TEMPERATURE	ALARM /	SHUTDOWN
OVERSPEED		SHUTDOWN
OVERCRANK		SHUTDOWN

**POWER TAKE-OFFS**

TWIN DISC SP314 PTO OVER CENTER CLUTCH

**STARTING SYSTEM**

ELECTRIC STARTING MOTOR 24 V

24 VOLT BATTERY SET, SHIPPED LOOSE.

CCA RATING 1000, 140 AMPERE HOURS. INCLUDES (2) BATTERIES PER ENGINE.

BATTERY CABLES AND RACK, SHIPPED LOOSE.

ALLOWS BATTERIES TO BE SET ON THE GROUND. CABLES 1880 MM (74 IN) LONG.

**FIELD SERVICE, STARTUP AND TRAINING**

ONSITE FIELD ENGINEER FOR ENGINE STARTUP, OPERATION AND  
MAINTENANCE TRAINING

**QUOTATION TOTAL, EQUIPMENT AND SERVICES: ----- \$508,000.00 TOTAL**

CLARIFICATIONS TO PANTROPIC POWER PRODUCTS' SCOPE OF SUPPLY  
PROPOSAL IS WITH THE FOLLOWING CLARIFICATIONS:

1. TECHNICAL DATA MUST BE PROVIDED, PER SPECIFICATION, FOR RIGHT ANGLE GEAR, COUPLINGS AND PUMP IN ORDER TO PERFORM TORSIONAL VIBRATION ANALYSIS (OPTIONAL, NOT INCLUDED).
2. FOUNDATION ANCHOR BOLTS PROVIDED BY OTHERS.
3. KEEL COOLERS WALL MOUNT BRACKETS ARE NOT INCLUDED. MOUNTING BRACKETS, HARDWARE, ANCHOR BOLTS, PIPING AND INSTALLATION PROVIDED BY OTHERS. KEEL COOLERS SHIPPED DISASSEMBLED TO THE JOBSITE.
4. FUEL PIPING TO ENGINES PROVIDED BY OTHERS.
5. EXHAUST SYSTEM PIPING AND LAGGING PROVIDED BY OTHERS.
6. FLEXIBLE COOLANT HOSES FROM ENGINE TO COOLANT PIPING AND COOLANT PIPING TO KEEL COOLER PROVIDED BY OTHERS.
7. INSTALLATION OF BATTERIES, BATTERY CHARGER(S), AND INTERCONNECTION WIRING PROVIDED BY OTHERS.
8. LIQUID PROPANE (LP) GAS WIL DERATE THE ENGINE TO 382 BHP AT 1800 RPM.

**TERMS AND CONDITIONS**

F.O.B. NSID, FL

NET 30 DAYS UPON DELIVERY, BASED UPON APPROVED CREDIT WITH PANTROPIC POWER, INC.

QUOTATION FIRM FOR 30 DAYS FROM THIS DATE.

SALES TAX NOT INCLUDED.

ESTIMATED LEAD TIME: 60-62 WEEKS FROM RECEPTION OF P.O.

SINCERELY,

JORGE COLMENAREZ

Integration & Controls Sales Engineer



**Caterpillar Inc.**  
Electric Power Division  
P.O. Box 610, AC 6109  
Mossville, Illinois 61552 USA

June 22, 2021

Subject: Authorized Caterpillar Dealer

To Whom It May Concern:

Caterpillar is pleased to inform you that Pantropic Power Cat is and has been an authorized Caterpillar dealership since 1986. Over these years, Pantropic Power Cat has been selling Caterpillar product and providing excellent customer service and support to Electric Power Generation equipment customers. Pantropic Power Cat is Caterpillar's designated dealership in South Florida. Pantropic Power Cat is Caterpillar's only authorized servicing dealer for South Florida.

We are sure you will find that Pantropic Power Cat has all the people and resources to satisfy your EPG needs.

Sincerely,

A handwritten signature in black ink, appearing to read "Nicole Warnstedt".

Nicole Warnstedt  
Global Power Solutions Division  
Caterpillar Inc.  
847-212-8020  
Warnstedt\_Nicole\_A@cat.com

# **FIFTH ORDER OF BUSINESS**

## **Staff Reports – A. MANAGER**

- II. Approval for District Manager to Purchase Vehicles, Upon Availability, in an Amount Not to Exceed \$100,000 Each for F350-Crane and Tahoe, \$65,000 for F250's and \$55,000 for F-150's



# **FIFTH ORDER OF BUSINESS**

## **Staff Reports – C. ENGINEER**

- I. Work Authorization 2023-1, Sand Strainer Design and Permitting for Water Treatment Plant for an Amount Not to Exceed \$250,000

## SCOPE OF SERVICES

### North Springs Improvement District

## DESIGN FOR FLORIDAN STRAINER IMPROVEMENTS

### WORK AUTHORIZATION 2023-1

DATE: May 26, 2023

Page 1 of 7 Pages

## I. Background

The North Springs Improvement District (NSID) Water Treatment Plant (WTP) treats well water from 10 Biscayne wells using low pressure reverse osmosis (LPRO). The WTP is permitted to produce 7.5 million gallons per day (mgd) of drinking water. NSID recently implemented Floridan Reliability Improvements that added 2.0 mgd of brackish water reverse osmosis (BWRO) treatment of a new Upper Floridan well located on the WTP site. Sand produced by the Upper Floridan well requires sand removal to improve system reliability.

The proposed improvements to the NSID WTP include the following major components:

- 1) Stand Strainer Units
  - Two sand strainers sized for 1,500 gpm Floridan well flow with one redundant unit.
  - Inlet/outlet isolation valves
  - Automatic backwash valves
  - Coordinating sand strainer package control system connected to the existing SCADA system with District's engineer
  - Coordinating strainer pad and area lighting with District's engineer
  - Coordinating electrical connection with District's engineer
  - Connections for a future strainer
- 2) Backwash basin / pump station
  - a. In-ground concrete basin with sloped bottom and access hatch for solids collection
  - b. Integrated tube settlers for solids removal

- c. Duplex submersible pump station sized to send the settled backwash waste to the new injection well
- d. Coordinating electrical connection with District’s engineer
- 3) Yard piping
  - HDPE (below ground) and 316 SST (above ground) inlet/outlet headers to connect the strainers to the existing Floridan raw water line
  - 316 SST strainer bypass gate valve
  - 2-inch PVC backwash piping connecting strainers to the backwash basin
  - 2-inch PVC backwash pump discharge piping connecting to the existing membrane concentrate line for disposal

This scope of services includes the following major tasks in support of implementing the improvements listed above at the WTP:

- Task 1 – Site Visit
- Task 2 – Detailed Design Services
- Task 3 – Permitting Services

The following scope of services presents a detailed description of the tasks to be performed by Jacobs under this scope to meet the objectives outlined above.

## II. Scope of Services

### Task 1 – Site Visit / Kickoff Meeting

A site visit will be conducted by key Jacobs team members to review existing site conditions and receive input from NSID staff. The Jacobs team will conduct a kickoff meet with NSID staff to introduce project team members and review project scope. The meeting will allow NSID staff to communicate information concerning key facility operating, maintenance and facility needs and preferences that must be incorporated into the design. Understanding project needs will be critical to developing a design that meets the NSID’s long-term needs.

#### ***Deliverables***

1. Site visit and kickoff meeting summary documenting design requirements, NSID preferences and additional data needs including survey and geotechnical data in electronic Adobe PDF format

#### ***Meetings/Site Visits***

1. Site visit / kickoff meeting conducted at the NSID WTP

#### ***Assumptions***

1. The site visit and kickoff meeting will be scheduled to occur on the same day
2. Up to three (3) Jacobs personnel will attend the site visit and kickoff meeting
3. No geotechnical or survey is included within this scope of services and will be provided by NSID if needed

4. NSID will provide Jacobs with available drawings and other information about the existing WTP

## Task 2 – Detailed Design Services

### Task 2.1 – Schematic (30 percent) Design

Using the data and information collected in Task 1, Jacobs will provide the professional engineering services for the schematic design (30%) of the proposed facilities at the WTP.

Jacobs will determine the preliminary process, mechanical, electrical and controls requirements for incorporating the new strainer process within the existing WTP. Incorporating NSID design requirements and preferences communicated during the kickoff meeting, Jacobs will develop a preliminary process design concept for the proposed strainer facility.

Jacobs will prepare a Schematic Design Report (SDR) which will summarize the preliminary design effort and document the basis of design of the proposed improvements. The SDR will be used to finalize major design decisions, freeze design concepts, and prepare necessary information for production of the final design documents. The SDR includes the following components:

- Description of proposed improvements and sizing
- Summary of key design criteria and standards
- Process control narratives
- Mass/flow balance
- Discussion of materials of construction
- Preliminary drawings including
  - site plan
  - yard piping plan
  - strainer/backwash basin plan and sections
  - process flow diagram
- Major equipment list
- Electrical loads list
- Preliminary instrumentation list
- Discussion of permitting issues
- Construction cost estimate (+50%/-30%)

Jacobs will submit a draft of the SDR for review by NSID. Jacobs will participate in a schematic design review meeting with NSID to review design documents, discuss design direction, receive review comments, answer any questions, and to resolve outstanding issues related to the design. Jacobs will submit a final version of the SDR based on comments received at the schematic design review meeting. The SDR will also be used to prepare the FDEP construction permit application.

### Deliverables

1. Draft SDR in electronic Adobe PDF format
2. Final SDR in electronic Adobe PDF format.

## Meetings/Workshops

1. Schematic design review meeting to receive and discuss comments on the SDR.

## Assumptions

1. The information documented in the SDR will become the basis of the detailed design phase.
2. Electrical and I&C design are by others contracted directly to NSID. Jacobs will incorporate the Electrical and I&C design sections and preliminary drawings into the SDR.
3. Cost opinion will be order of magnitude (+50%/-30%) and will be based only on information available at the schematic design level. Electrical / I&C cost will be developed by the NSID design engineer and added as a separate line item within the Jacobs cost opinion.
4. In providing opinions of cost, financial analyses, economic feasibility projections, and schedules for the PROJECT, Jacobs has no control over cost or price of labor and materials; unknown or latent conditions of existing equipment or structures that may affect operation or maintenance costs; competitive bidding procedures and market conditions; time or quality of performance by operating personnel or third parties; and other economic and operational factors that may materially affect the ultimate project cost or schedule. Therefore, Jacobs makes no warranty that NSID's actual project costs, financial aspects, economic feasibility, or schedules will not vary from Jacobs' opinions, analyses, projections, or estimates.
5. NSID will provide consolidated comments to Jacobs in a single set of documents.
6. The review meeting will be attended by up to two (2) Jacobs personnel and will be held at the NSID WTP. NSID will invite the Electrical / I&C designer to participate in the review meeting.
7. Jacobs will reasonably rely upon the accuracy, and completeness of the information / data provided by NSID or other third parties.

## Task 2.3 – Contract Document Preparation (90-100 percent design)

Jacobs will prepare draft construction documents consisting of specifications and drawings (90 percent complete) based on the feedback provided by NSID at the schematic design review meeting.

The draft construction documents, considered to be approximately 90 percent complete design documents, will be submitted to NSID for review. The draft construction documents include the following components:

- Overall site plan
- Strainer package facility mechanical plan/elevations and major sections
- Yard piping plan
- Backwash basin plan and sections
- Draft technical specifications

Jacobs will participate in a final design review meeting with NSID to receive review comments on the 90 percent complete construction documents, answer any questions, and to resolve outstanding issues related to the design.

Jacobs will implement final changes and corrections to the construction documents and print as 100 percent final construction contract documents for bidding.

Jacobs will prepare a definitive construction cost estimate (+15/-10%) based on the draft construction documents that will be updated to include NSID comments incorporated into the final construction documents.

### ***Deliverables***

1. Draft construction documents (90% drawings and specifications) in electronic Adobe PDF format
2. 90% Construction Cost Estimate in electronic Adobe PDF format
3. Four (4) full-size (22"x34") paper copy sets of the 100% final construction documents (drawings and specifications)
4. One (1) flash drive with AutoCAD and Adobe PDF electronic versions of the final construction documents

### ***Meetings/Workshops***

1. Final design review meeting at NSID to receive and discuss comments on the 90 percent draft construction documents

### ***Assumptions***

1. Modifications to existing buildings **will not** be required to support new equipment. Engineering for building modifications or for new buildings is not included in the design.
2. Jacobs will incorporate the Electrical and I&C design drawings into the 100 percent bid documents after the NSID design engineer incorporates the District's comments.
3. Cost opinion will be a definitive construction cost estimate (+15/-10%) and will be based only on information available at the final design level. Electrical and I&C cost will be developed by the NSID design engineer and added as a separate line item within the Jacobs opinion.
4. In providing opinions of cost, financial analyses, economic feasibility projections, and schedules for the PROJECT, Jacobs has no control over cost or price of labor and materials; unknown or latent conditions of existing equipment or structures that may affect operation or maintenance costs; competitive bidding procedures and market conditions; time or quality of performance by operating personnel or third parties; and other economic and operational factors that may materially affect the ultimate project cost or schedule. Therefore, Jacobs makes no warranty that NSID's actual project costs, financial aspects, economic feasibility, or schedules will not vary from Jacobs' opinions, analyses, projections, or estimates.
5. NSID will provide consolidated comments to Jacobs in a single set of documents.
6. The final design review meeting will be attended by up to two (2) Jacobs personnel and will be held at the NSID WTP. NSID will invite the Electrical / I&C designer to participate in the review meeting.

## Task 3 – Permitting Services

Jacobs will prepare a Florida Department of Environmental Protection (FDEP) public water system construction permit application form, Application for a Specific Permit to Construct PWS Components, FDEP Form 62.555-900(1). The permit application will be submitted after schematic design. The SDR will be edited to meet the applicable requirements of the permit application as required by Chapter 62-555, Sections 320 and 520, of the Florida Administrative Code (FAC).

Jacobs will provide the following services to assist NSID in obtaining the required construction permits and FDEP approvals for construction of the facility:

- Prepare and submit, on behalf of NSID, the FDEP construction permit application as required by FAC 17-555.
- Prepare and submit responses to one (1) Requests for Information (RFI) during the permitting process.
- Submit copies of all permit applications, responses, and permits to NSID for review prior to submittal.

### ***Deliverables***

1. Draft permit application package in electronic Adobe PDF format issued to NSID for review.
2. Electronic submission in electronic Adobe PDF format to FDEP of the signed and sealed construction permit application package
3. Electronic Adobe PDF submission of RFI responses to FDEP copying NSID.

### ***Assumptions***

1. No permits other than the FDEP public water system construction permit are included in this scope of work.
4. NSID will pay for all permit application fees; no permitting fees are included in this scope of work.

## III. Budget and Basis of Compensation

Compensation for this Service Authorization will be paid on a Time & Materials basis using the Per Diem rates as described in the CONTRACT dated January 4, 2011 at a cost not to exceed \$250,000.00.

## IV. Scheduled Completion Dates

The following is an estimated schedule for completion of the work:

TASK	COMPLETION SCHEDULE
<b><u>Task 1 – Site Visit / Kickoff Meeting</u></b>	
Site Visit & kickoff meeting	Within 3 weeks after the Notice to Proceed (NTP)
Site visit summary report	Within 1 week of site visit
<b><u>Task 2 – Detailed Design Services</u></b>	
<b>Task 2.1 – Schematic Design (30 percent)</b>	
Draft schematic design report	Within 12 weeks of kickoff meeting
Schematic design workshop	Within 2 weeks of issuing schematic design package
<b>Task 2.3 – Contract Document Preparation (90-100 percent)</b>	
Draft 90% construction documents	Within 12 weeks of schematic design review meeting
Final design review meeting	Within 2 weeks of issuing 90% contract documents
100% construction documents	Within 3 weeks of final design review meeting
<b><u>Task 3 – Permitting Services</u></b>	
Draft FDEP permit application package	Within 4 weeks of schematic design review meeting
Submit permit application package	Within 2 weeks of receiving NSID comments
Response to RFIs	Within 2 weeks of receipt



# **SIXTH ORDER OF BUSINESS**

Approval of Financials and Check Registers

**North Springs Improvement District  
General Fund  
Summary Report  
For the Period Ending April 30, 2023**

	ADOPTED BUDGET FY 23	PRORATED BUDGET THRU 04/30/2023	ACTUAL ENDING 04/30/2023	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUE</b>				
TOTAL REVENUES	3,666,336	2,138,696	5,037,687	2,898,991
<b>EXPENDITURES</b>				
TOTAL EXPENDITURES	3,666,336	2,138,696	3,171,432	(1,032,736)
<b>EXCESS REVENUES (EXPENSES)</b>	-	-	<b>1,866,254</b>	<b>1,866,254</b>
FUND BALANCE BEGINNING				4,872,161
FUND BALANCE ENDING				6,738,415

**North Springs Improvement District  
Water & Sewer Fund  
Summary Report  
For the Period Ending April 30, 2023**

	<b>ADOPTED BUDGET FY 23</b>	<b>PRORATED BUDGET THRU 04/30/2023</b>	<b>ACTUAL ENDING 04/30/2023</b>	<b>VARIANCE FAVORABLE (UNFAVORABLE)</b>
<b>REVENUE</b>				
TOTAL REVENUES	19,955,000	11,640,417	27,173,525	15,533,108
<b>EXPENDITURES</b>				
TOTAL EXPENDITURES	19,163,445	11,178,676	12,341,906	(1,163,230)
<b>EXCESS REVENUES (EXPENSES)</b>	<b>791,555</b>	<b>461,740</b>	<b>14,831,619</b>	<b>14,369,879</b>
FUND BALANCE BEGINNING				103,251,731
FUND BALANCE ENDING				118,083,350