RFP NO. 20250431

Water Quality Monitoring Program –

Lakeview/Midway And Cape Haze

Prepared for: Charlotte County

Kimley»Horn

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IWFLSARA008177.2025

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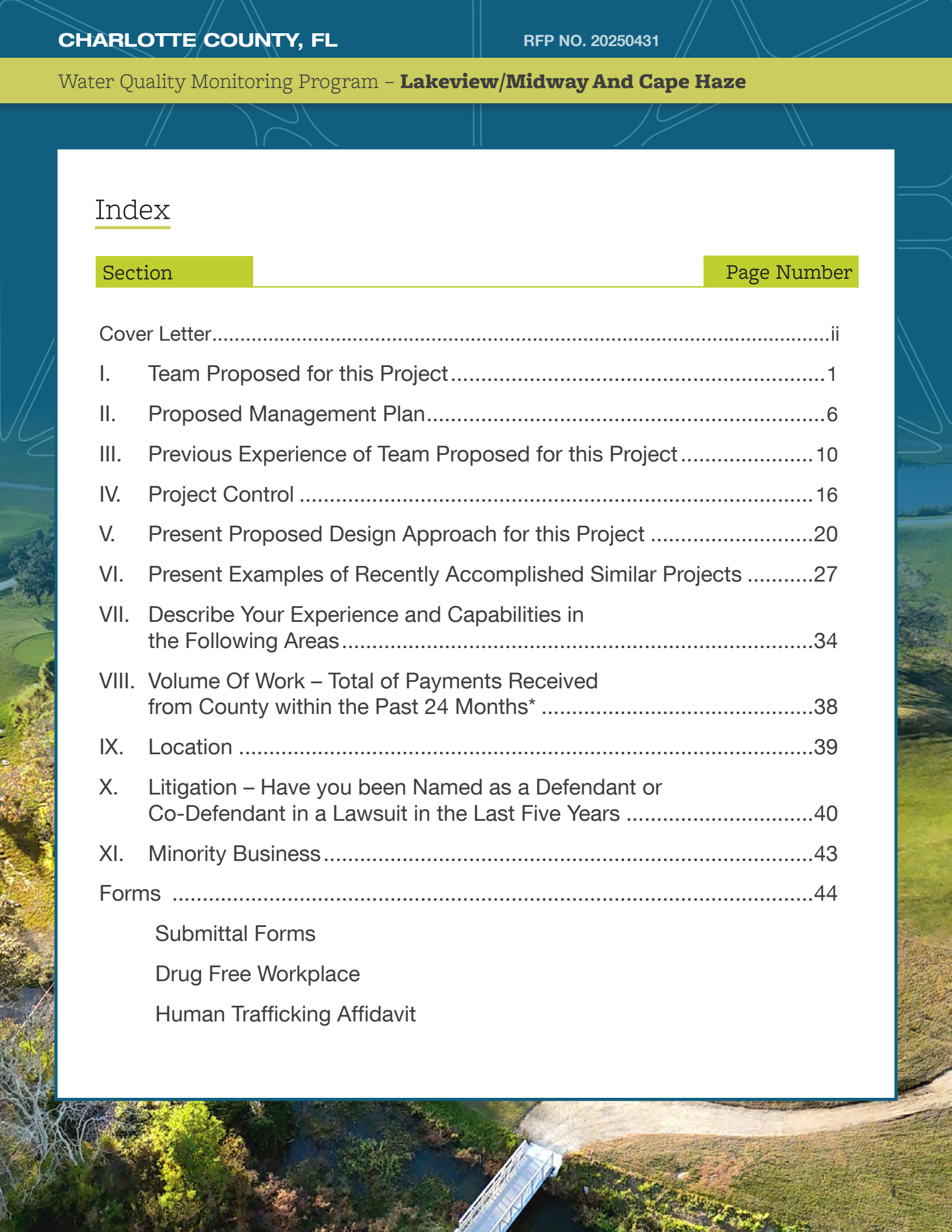


Cover Letter

Kimley»Horn
1800 2nd Street,
Suite 900
Sarasota, FL 34239

June 4, 2025

Charlotte County
Purchasing Division
18500 Murdock Circle, Suite 344
Port Charlotte, Florida 33948

Dear Members of the Selection Committee:

The Kimley-Horn team would like to thank you for taking the time to review our request for proposal package for the Charlotte County Cape Water Quality Monitoring Program for Lakeview/Midway and Cap Haze (RFP 20250431). Over the years, our dedicated local team has consistently delivered successful projects tailored to Charlotte County's needs, demonstrating our ongoing commitment to the community. We offer a team of top-notch professionals, in-house capabilities, depth of resources, and a commitment of responsive and reliable service to the County. While we are focused on delivering services that are within your project's schedule and budget, we are also devoted to establishing a long-term relationship founded on trust, respect, and teamwork.

Relationships Built to Perform. At Kimley-Horn, we value relationship capital—especially with key stakeholders such as Charlotte County staff and its residents. **Jennifer Briggs, PMP**, will lead a team with proven experience on similar projects and a strong history of service to Charlotte County. With familiar faces like **Ashley Miele, PE, Lewis Bryant, PE, Kellie Clark, PE, Ronnie Van Fleet, PWS,** and **Jeff Goodwin**, our team understands the County's priorities, expectations, and community dynamics. Our team does not want to just merely check boxes, we want to be a liaison to the County throughout the life of this project and beyond.

Project Understanding. Kimley-Horn is ready to support Charlotte County in developing a water quality monitoring program aligned with the One Charlotte, One Water initiative. This effort will directly support the Lakeview/Midway and Cape Haze septic-to-sewer conversion projects, with Lakeview/Midway anticipated to begin within the next year and Cape Haze to follow. Our team will design a monitoring system to capture essential surface water and groundwater data before and after construction, helping to assess long-term water quality improvements. These improvements offer long-term benefits to water quality and the public health of the community. As a Southwest Florida-based team, Kimley-Horn understands the importance of protecting natural resources such as Alligator Bay, Peace River, Coral Creek and Lemon Bay, and we recognize that meaningful community engagement will be essential to the success of these projects.

Focused Expertise. Kimley-Horn understands the importance of protecting water quality in Southwest Florida's sensitive environments and specifically in Charlotte County. For this project, we will develop and implement a monitoring program that includes the strategic placement of groundwater monitoring wells to evaluate pre- and post-construction water quality conditions. We will incorporate targeted input from Western Michigan University (WMU), who will provide technical recommendations to help inform the monitoring design. Our team brings extensive experience in engineering, environmental science, nutrient loading evaluations, geospatial information systems (GIS), groundwater modeling, septic-to-sewer conversion, grant and loan funding, and public outreach. This multidisciplinary expertise positions us to deliver a monitoring program that is technically sound, community-focused, and aligned with the County's long-term vision.

Commitment to Charlotte County. Kimley-Horn is proud of our longstanding relationship with Charlotte County and our track record of delivering high-quality, cost-effective solutions. We are committed to supporting the County's efforts to improve water quality and public health through these important septic-to-sewer conversions. Our team is ready to mobilize the resources necessary to meet your goals and exceed expectations. We take ownership of every project, ensuring that we deliver exceptional client service and achieve the desired outcomes for the community.

Sincerely,

Kimley-Horn and Associates, Inc.

Jennifer Briggs, PMP
Project Manager

M. Lewis Bryant, PE
Senior Vice President, Principal-in-Charge

This proposal was made without collusion with any other person or entity submitting a proposal pursuant to this RFP.

I. Team Proposed for This Project

I. Team Proposed for This Project

Kimley-Horn understands the importance of assembling a strong project team; by selecting your consultant for this project, you are truly seeking a long-term partner and trusted advisor. The County needs a core team of experts with relevant hands-on experience and a high level of responsiveness, both in terms of exceptional local support and technical expertise. As you've experienced working with Kimley-Horn in the past, your project manager, **Jennifer Briggs, PMP**, and will make sure to mobilize any resources you may need. Immediate assistance is only a phone call away. *Kimley-Horn has proudly served Charlotte County for the last 18 years and is looking forward to continuing our partnership.*

1. Project Manager

Jennifer Briggs, PMP

Project Manager; Regulatory Compliance

With over seven years of experience in water and wastewater regulatory compliance, Jennifer Briggs, PMP is exceptionally well-suited to serve as Charlotte County's project manager for a water quality monitoring program supporting future septic-to-sewer conversions. She has successfully led regulatory compliance efforts for Charlotte County Utilities, including quarterly update reporting, Environmental Resource Permit inspections, and developing dashboard enhancements to track deadlines. Jennifer's thorough understanding of Florida Department of Environmental Protection (FDEP) permitting, combined with her strong relationships with regulatory agencies, ensures seamless coordination and compliance throughout the project lifecycle. Her technical proficiency with tools such as Power BI, Microsoft Smartsheet, Excel, and GIS enables her to manage and communicate monitoring data clearly and effectively – whether that's presenting the information to Utilities staff or the Board of County Commissioners. Additionally, Jennifer has extensive knowledge of groundwater monitoring tracking and well management, demonstrated through her project management of Charlotte County's hydrogeology regulatory compliance program and her work on the West Village Improvement District's Reuse Distribution Program's regulatory compliance program. Her other key projects like the Blue Ridge-Salford North septic-to-sewer conversion for the City of North Port further illustrate her familiarity with the operational and regulatory complexities of transitioning from decentralized to centralized wastewater systems. Jennifer's responsiveness, attention to detail, and commitment to public health and environmental protection make her an ideal leader for this critical initiative.

The Project Manager will not be substituted without the express permission of the County.

2. Other Key Personnel

Lewis Bryant, PE

Principal-in-Charge

Serving as your Principial-in-Charge, Lewis Bryant, has more than 24 years of experience with municipal utility engineering, including utility relocation, master planning, distribution system design, hydraulic computer modeling and analysis, and construction phasing and inspections. Lewis brings a comprehensive understanding of integrated water planning practices and compliance reporting. His leadership and technical expertise from working throughout the country will positively impact each stage of this project, from contract negotiations through to completion and recommendations for long-range regulatory compliance. Lewis has the authority to execute the contract, secure technical resources, and ensure that project needs are met. Lewis will continue to provide oversight throughout, lending his expertise to all aspects of this project.

The Principal-in-Charge will not be substituted without the express permission of the County.

Tom Jensen, PE

Quality Control/Quality Assurance

Tom's extensive background in utility master planning, permitting, and infrastructure design across Florida equips him with the insight needed to provide high-level technical oversight and ensure that all deliverables meet the County's expectations for accuracy, compliance, and clarity. His experience leading the Jupiter Inlet Colony Neighborhood Rehabilitation project—where he oversaw the conversion of 241 septic systems to centralized sewer, achieving an 83% reduction in nutrient discharge—demonstrates his thorough grasp of the environmental and regulatory challenges associated with these transitions. In his quality control and assurance role, Tom will review technical reports, validate monitoring methodologies, and ensure that all documentation is comprehensive and aligns with regulatory standards and project goals. His ability to identify potential issues early and guide corrective actions will be instrumental in maintaining the integrity and success of the program.

Ashley Miele, PE

Lead Designer; Sewer System Evaluations

Ashley is a senior project manager with more than 24 years of experience in project design, management, and construction oversight for environmental wastewater and water engineering projects. Her expertise spans the design and management of water and wastewater infrastructure, pumping systems, subsurface utility relocation and permitting, hydraulic analyses, and feasibility studies. Ashley has extensive permitting experience with Florida regulatory agencies including FDEP. She will be responsible for equipment recommendations and the development of technical documents in support of the implementation of the monitoring plan. Ashley's technical proficiency with WaterCAD and GIS supports her in delivering high-quality analysis, design, and plan review. Notably, Ashley has played a key role in supporting Charlotte County through multiple regulatory compliance efforts, including serving as project manager for the County's Fiscal Year (FY) 22–FY24 and project engineer for FY25 water and wastewater regulatory compliance services, the development of operations and maintenance manuals for the Rotonda and West Port Water Reclamation Facility, and the County's Industrial Pretreatment Program evaluation. Her direct experience with Charlotte County's infrastructure, permitting processes, and regulatory landscape makes her an invaluable asset to the team and a trusted partner to the County.

The Lead Designer will not be substituted without the express permission of the County.

Alan Garri, PE

Technical Advisor; Sewer System Evaluations

Alan is a senior project manager with Kimley-Horn with 21 years of experience involving water, wastewater, stormwater, and roadway design. Alan brings extensive experience in sanitary sewer evaluations, including the design and construction of traditional gravity sewer and lift station systems, vacuum sewer systems, and low-pressure systems. His leadership on projects such as the Septic to Sewer Master Planning Study for the City of Belleview and the Crystal River Southern Sewer Expansion demonstrates his ability to guide complex infrastructure transitions. In his advisory role, Alan will provide technical oversight of sewer system performance, review design assumptions, and ensure that proposed solutions are both cost-effective and technically sound. His broad experience in total nitrogen (TN) removal, basin management action plan (BMAP) compliance, and construction management will help ensure that the County's infrastructure investments are resilient, efficient, and aligned with long-term water quality goals.

Chris Niforatos

Sampling Design and Statistical Analysis

Chris is a principal engineer with 31 years of multidisciplinary experience in the areas of water resources, asset management, and resiliency planning. Chris has served in leadership roles for local and state clients with specific expertise in planning, numerical modeling, design, permitting, public outreach, and construction management. Chris has delivered a variety of complex water resources projects spanning county-wide asset condition assessments to delivering hardening plans to devising energy management strategies. Chris exhibits acumen in 1-D numerical modeling, including ICPR, SWMM 5.0, HEC2, HECRAS, TR-20 and TR-55, as well as with design software AutoCAD/Civil 3D and ArcGIS. He will be responsible for statistical analysis of the water quality test results and determining the effectiveness of the conversion projects, coordinating with the Project Manager and Sewer System Evaluation team to optimize recommended improvements and achieve the greatest positive impact to the County's groundwater and receiving waters.

Ronnie Van Fleet, PWS

Sampling Design and Statistical Analysis

Ronnie is a seasoned Environmental Scientist and Project Manager with over 36 years of experience supporting public and private sector projects across Florida. His expertise includes environmental permitting, wetland delineation, habitat assessments, and listed species studies, with a strong focus on sampling design and statistical analysis. Ronnie has led numerous monitoring programs involving water quality, wetland assessment procedures (WAP), and fisheries studies—applying rigorous statistical methods to guide data collection, evaluate trends, and ensure regulatory compliance. Known for his leadership and technical writing, Ronnie has managed complex water resource projects and is recognized for his ability to translate field data into actionable insights that support long-term environmental stewardship.

Kim Arnold, PG

Groundwater Monitoring and Hydrogeology Planning; Well Construction Oversight

Kim Arnold has worked as a practicing hydrogeologist in Southwest Florida for 22 years. As a former South Florida Water Management District (SFWMD) employee, she has extensive experience with regulatory permitting; water supply planning; testing and construction observation services; groundwater modeling; and due diligence services. Her history working for SFWMD enhances her ability to hold meaningful conversations with regulators, which is especially important when defining terms and conditions of program compliance, and when developing clear and concise reporting documents. Kim's portfolio includes a broad range of water and wastewater infrastructure projects; her work encompasses wellfield expansions, deep injection well permitting and construction, regulatory compliance, and water use permitting. With a strong history of supporting utility clients, Kim brings a depth of technical expertise and regulatory insight that enhances the success of complex environmental and infrastructure initiatives. Kim has a great working relationship with local well drillers and will be responsible for scheduling and construction coordination tasks.

Kellie Clark, PE

Surface Water Quality Monitoring

Kellie has spent her entire 16-year career serving municipalities throughout the state of Florida, completing projects in more than a dozen counties statewide. Her expertise includes watershed management programs, hydrologic and hydraulic modeling, water resources master planning, flood control and water quality projects, and floodplain mapping. Kellie has led numerous efforts involving water quality modeling and assessment, including pollutant load analyses, TMDL evaluations, and the design of regional stormwater treatment facilities aimed at improving nitrogen and phosphorus removal. Her project experience spans stormwater master planning, infrastructure inventory and maintenance, and the design and permitting of retrofit systems, wetland restoration, and water quality improvement projects. Her technical proficiency with tools like ArcGIS, ICPR, and InfoWater further supports her ability to deliver data-driven, impactful solutions for water quality enhancement. She will dedicate her expertise to routine monitoring of surface water quality throughout the project area and identifying trends in water quality.

Jeff Goodwin

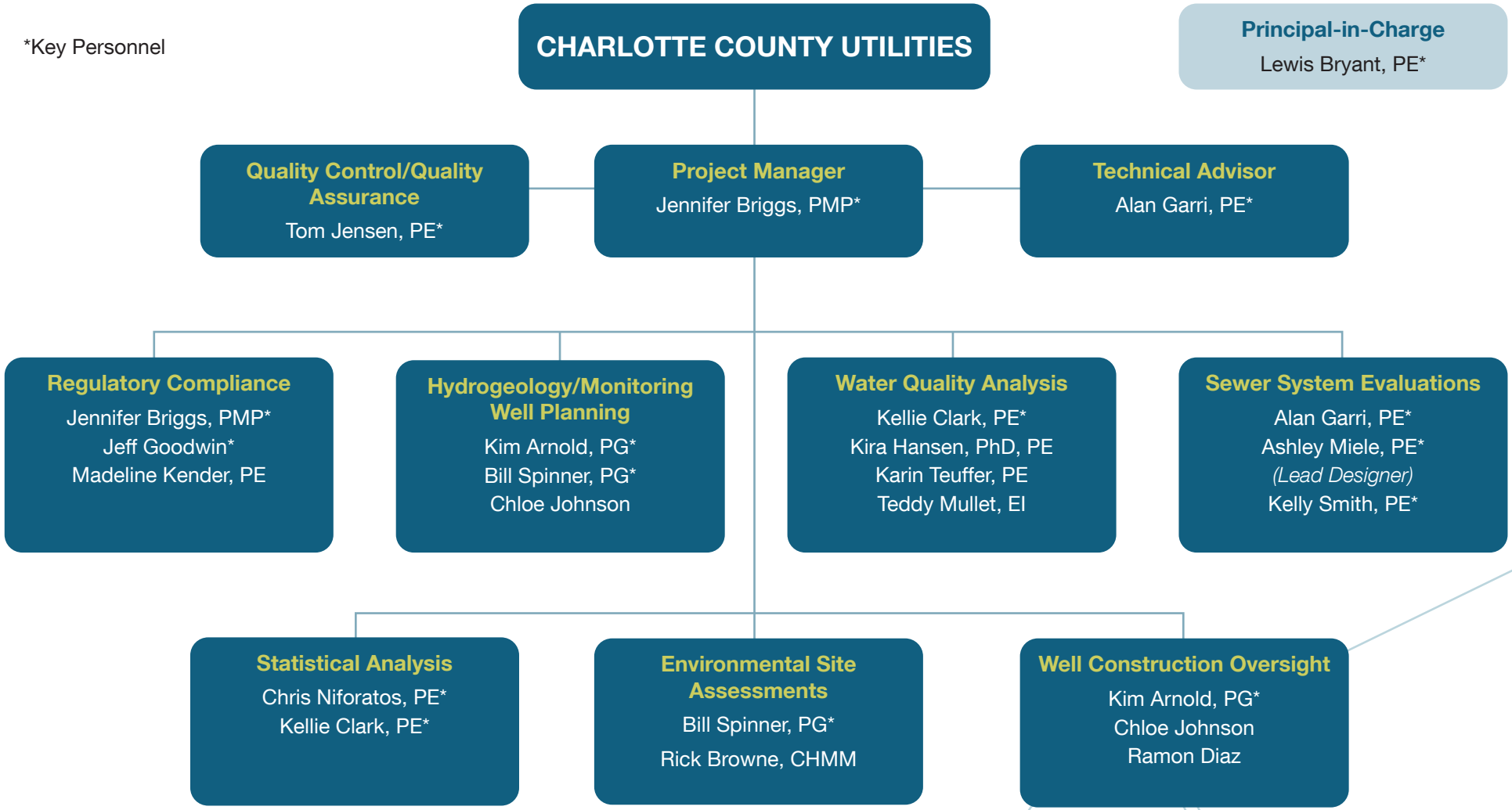
Regulatory Compliance

Jeff brings 26 years of experience working with utility infrastructure. He is a strong community and social services professional skilled in water treatment, environmental awareness, environmental services, environmental consulting, and wastewater resource management. He has extensive experience with regulatory compliance, consent order negotiation and reporting, wastewater treatment processes, transmission, and collection systems. Jeff complements our team with an owner's perspective in developing and delivering capital projects, wastewater treatment processes and operations, and regulatory compliance. His work in the public sector and in private consulting spans a range of unique project challenges. He is thoroughly prepared to assist the County and project team with exceeding compliance reporting requirements and delivering a comprehensive plan for the Lakeview/Midway and Cape Haze Water Quality Septic-to-Sewer Water Quality Monitoring project.

3. Consultants

Kimley-Horn will not be using subconsultants for this contract. Kimley-Horn offers a full range of services including comprehensive utility services; planning; environmental services; permitting; asset management; grant administration; and public involvement, all in-house. This gives you the comfort of knowing that a wide range of activities are all under the management and quality control of one firm—meaning better coordination, better decisions, better communication, increased productivity, and quicker, more accurate project deliverables that are consistent with your needs.

*Key Personnel



Professional Credentials

- Bachelor of Science, Psychology, Florida State University
- Project Management Professional, #4071427

Professional Affiliations

- American Water Works Association
- Sarasota County Bicycle Pedestrian Advisory Committee

Special Qualifications

- Has obtained permits for Sarasota County Utilities, Charlotte County Utilities, and City of North Port
- Permit modifications for Sarasota County Utilities North Master Reuse System, including permit modifications to change capacity and monitoring well relocations
- Experience planning, coordinating, and permitting relocation of monitoring well networks in Sarasota County
- Extensive experience in project management, coordination, and oversight of hydrogeology compliance for Charlotte County Utilities, including septic-to-sewer monitoring well plugging and abandonment of over 60 wells

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JENNIFER BRIGGS, PMP

Project Manager

Representative Experience

West Villages Improvement District Regulatory Compliance Services, North Port, FL
Permit Coordinator. Kimley-Horn is responsible for supporting the West Villages Improvement District to manage and comply with the FDEP operating permit for the reuse distribution system. Documents developed as part of the reuse distribution system permit management include the Operation and Maintenance Manual, Cross Connection Control Manual, and Reuse storage pond inventory. Kimley-Horn is involved in the planning of the reuse distribution system to consult on the impacts on the permit and identify the viability of projects from a regulatory perspective. Finally, the project includes training WVID staff on developing discharge monitoring reports and managing and maintaining the requirements of the FDEP permit.

Charlotte County Utilities, FY 21-FY 25 Regulatory Compliance Services, Charlotte County, FL — Deputy Project Manager. Kimley-Horn was selected to perform the FY22 through FY24 regulatory compliance water, wastewater, and hydrogeology professional engineering support for CCUD. These services included tasks to evaluate and maintain CCUD's compliance with regulatory requirements as set out in the existing permits. Additionally, regulatory assistance was provided to prepare for regulatory changes and to modify existing practices to meet changing regulatory scrutiny. The regulatory compliance tasks included WRF and Inject Well permit renewals, water and wastewater treatment facilities audits, and capacity evaluations.

Boca Grande CDBG-MIT Grant Assistance, Punta Gorda, FL — Administrative Support. Kimley-Horn assisted the City of Punta Gorda with the application and approval for a CDBG-MIT grant (Boca Grande Area Water Quality Improvement Project) in the amount of $2,521,250.00 to increase community resiliency and provide necessary flood control and water quality treatment of stormwater runoff from the Boca Grande neighborhood. Kimley-Horn assisted the City of Punta Gorda with the application and approval for a CDBG-MIT grant (Boca Grande Area Water Quality Improvement Project) in the amount of $2,521,250.00 to increase community resiliency and provide necessary flood control and water quality treatment of stormwater runoff from the Boca Grande neighborhood.

Blue Ridge-Salford North Vacuum Pump Station, North Port, FL — Administrative Support. The City of North Port, Florida has embarked on a neighborhood expansion program to eliminate the use of septic tanks within its service area. The City identified 29 service areas, consisting of approximately 44,000 residential lots, approximately 16,000 of which are currently on septic. These service areas have been sequenced in order of density, with the Blue Ridge-Salford North area being ranked as the second highest density, however, beginning first due to the understanding that the area has existing force main infrastructure in place. The City of North Port has contracted Kimley-Horn to provide design, permitting, bid phase, and construction inspection services for Neighborhood Expansion Blue Ridge-Salford North Phase 1. Phase 1 consists of one vacuum sewer pump station, approximately 6,000 LF of vacuum sewer main (the longest run in the service area), and approximately 2,000 LF of 8-inch force main.

Charlotte County Utilities Facilities Audit Reports, Port Charlotte, FL— Deputy Project Manager. Kimley-Horn has been engaged over the past four years under regulatory compliance contracts to conduct comprehensive audit reports for Charlotte County Utilities, covering all major facilities, including Burnt Store WRF, East Port WRF, Rotonda WRF, West Port WRF, the Leachate Facility, Burnt Store ROWTP, and the laboratory. Each audit provided an in-depth overview of facility backgrounds and processes, followed by detailed inspections conducted in collaboration with chief operators to assess permit compliance and operational effectiveness. The audits evaluated the condition of all processes and equipment, with findings documented to identify areas requiring attention. Additionally, historical DMR data was analyzed to compare performance against permitting requirements, facilitating the identification of compliance trends and potential issues. The reports concluded with recommendations for necessary repairs and operational enhancements. Jennifer was responsible for keeping the project schedule on track including coordination, report preparation, and ensuring that the findings met regulatory standards to support the ongoing efficiency of the County's wastewater treatment infrastructure.

Professional Credentials

- Bachelor of Science, Mechanical Engineering, University of Florida
- Professional Engineer, in Florida, #70674

Professional Affiliations

- American Water Resources Association
- Florida Engineering Society
- Florida Institute of Consulting Engineers
- National Society of Professional Engineers

Special Qualifications

- Has extensive experience with Water Management District and FDEP loan and grant funding programs
- Member of the SWIM Technical Advisory Board evaluating the health of the springs and rivers in Citrus and Marion County
- Member of the Florida Engineering Society Conservation and Environmental Quality Committee which monitors water quality related legislation and coordinates with FDEP to relay professional engineering opinions regarding the proposed regulations and legislation

Kimley»Horn

ALAN GARRI, PE

Technical Advisor, Sewer System Evaluations

Representative Experience

Jupiter Inlet Colony Neighborhood Rehabilitation (includes septic to sewer), Jupiter Inlet Colony, FL — QC/QA Reviewer. Kimley-Horn provided construction management and engineer of record services for the Jupiter Inlet Colony Neighborhood Rehabilitation. This project converted its existing 241 septic tank systems to a central gravity sanitary sewer system. This elimination of individual septic systems leads to significant reductions in nutrient loading to groundwater and surface water bodies, providing for a 100% reduction in total nitrogen and phosphorus. This project consisted of the design for gravity sewer and lift station installation, lining of cement asbestos potable water mains, as well as new stormwater drainage system consisting of 5,500 linear feet of exfiltration trench, and roadway reconstruction. Additionally this project included bid phase service assistance, supervising the administration of the construction, and grant research and applications.

Crystal River Community Redevelopment Area (CRA) Stormwater Quality Master Plan, Crystal River, FL — Project Engineer. The creation of the Crystal River CRA Stormwater Quality Master Plan improved total nitrogen and total phosphorus water quality in Kings Bay. The master plan also streamlined the future development and redevelopment of waterfront community assets within the CRA boundaries. The master plan included the total boundary area of the CRA with a heightened focus on the waterfront areas. It identified and provided conceptual design calculations for the project that the City could execute that were regional in nature and provided compensatory treatment for waterfront overlay areas within the CRA. In addition, the master plan provided additional site-specific design parameters for waterfront urban infill that improved water quality, met regulatory permit requirements, and maximized developable area for economic benefit. The master plan resulted in designs and recommendations that were consistent with the goals and requirements of regional stakeholders and regulatory agencies, namely SWFWMD and FDEP. It satisfied the planning design/ document requirements for funding alternatives such as SWFWMD grants, SRF loan applications, and public-private partnerships.

Dunnellon Rainbow Springs Septic to Sewer Feasibility Study, Dunnellon, FL
Project Manager. Kimley-Horn was selected by Marion County Utilities to develop the preliminary project design for the Septic to Sewer Feasibility Study. This project involved developing flow projections, estimating the size of a regional wastewater treatment facility, conducting a revenue sufficiency analysis, developing a preliminary project design for each septic to sewer area, and estimating costs to design permit and construct the collection system. Preliminary sewer system layout, lift station siting, project phasing, initial cost estimates, identification of needed lots or easements. Grant compliance and public information meetings and coordination were also a part of this project. Sewer system layout methodology was praised by Marion County and referenced as what they thought they would need for the planning portion of this program management.

Stormwater Pump Station at the Intersection of Alton Road and North Bay Road and Associated Stormwater Improvements for North Bay Road Design-Build Project, Miami Beach, FL — Project manager and engineer of record. The project involved the relocation of three stormwater pump stations along Alton Road in the City of Miami Beach. The stations were located adjacent to Biscayne Bay on 10th Street, 14th Street, and adjacent to 5th Street. Services included verification and completion of stormwater modeling for the stormwater pump stations, pump station and stormwater conveyance system design, and FDOT plan revisions. The design had to incorporate systems to remove trash and provide water quality prior to discharge. Permitting and submittals were made to South Florida Water Management District and FDOT. The project involved the relocation of three stormwater pump stations along Alton Road in the City of Miami Beach.

Professional Credentials

- Bachelor of Science, Environmental Engineering, Roger Williams University
- Professional Engineer in Florida, #66476

Professional Affiliations

- American Society of Civil Engineers
- Water Environment Federation
- American Water Works Association

Special Qualifications

- Managed over 10 local pipeline projects in the past 2 years
- Expertise in large diameter and trenchless technology applications
- Brings energy and enthusiasm to every project she delivers
- Extensive experience with WaterCAD and GIS
- Extensive experience with water/wastewater transmission and pump station design
- In-depth awareness and understanding of the design of distribution, collection, and transmission systems
- Engineer of record for more than $200 million of infrastructure improvement projects

Kimley»Horn

ASHLEY MIELE, PE

Sewer System Evaluations (Lead Designer)

Representative Experience

Sarasota County Septic System Replacement Implementation Plan, Sarasota, FL —Project Engineer. Project technical lead for the development of the Sarasota County Septic System Replacement Implementation Plan (SCSSRIP). The project includes the develop of a multi-criteria decision-making framework by establishing goals of the SCSSRIP, criteria to evaluate each septic area, and weighting for the criteria to meet the established goals. The weighted criteria are being developed using geospatial analyses and models to process available data. Through the processing and visualization of data, criteria will be developed and used to gain stakeholder input and buy-in resulting in a prioritization of septic areas. The SCSSRIP will also develop alternative implementation strategies that will consider project phasing for design, construction, and connection, as well as the number of projects that could be feasibly implemented within a 20-year planning period. The SCSSRIP will include a list of near-term capital improvement projects, long term prioritization strategy, financial strategy, and proposed community outreach program.

Charlotte County Utilities, FY 21-FY 25 Regulatory Compliance Services, Charlotte County, FL — Project Manager. Kimley-Horn was selected to perform the FY22 through FY25 regulatory compliance water, wastewater, and hydrogeology professional engineering support for CCUD. These services included tasks to evaluate and maintain CCUD's compliance with regulatory requirements as set out in the existing permits. Additionally, regulatory assistance was provided to prepare for regulatory changes and to modify existing practices to meet changing regulatory scrutiny. The regulatory compliance tasks included WRF and Inject Well permit renewals, water and wastewater treatment facilities audits, and capacity evaluations.

North Port Utilities Hydraulic Modeling and Water Quality Analysis, North Port, FL — Project Engineer. Kimley-Horn converted and updated the model from Bentley into Innovyze software for to provide on-call modeling services to support the City's water quality initiatives, as well as long-range master planning support. Services provided under this contract will include on-call services support, hydraulic model updates, water distribution system evaluation, operational evaluation, water quality evaluations, and as-needed modeling support.

Alligator Creek Drainage and Water Quality Improvements, Sarasota County, FL — Project Engineer. This project included the design and permitting of several hundred feet of stormwater pipe through developed 1/4-acre residential land uses. The design impacted several segments of local road right-of-way. This study included detailed hydrologic and hydraulic modeling of a 2,849-acre urban drainage basin within the Alligator creek watershed. The intent of the project was to design infrastructure improvements throughout the basin to address localized street flooding. The project design included the evaluation of four separate areas, each experiencing localized street flooding during different types of rainfall events. Design alternatives were proposed based on a cost benefit analysis. This analysis included the following: automobile damage, parcel damage road detour costs, and governmental public works costs. The challenge of this project was to propose improvements that provided the acceptable level of service and were cost effective. An innovative aspect of this project's design was looking at the County's available infrastructure and incorporating that infrastructure as part of our design. This project also included a water quality component where the County received a grant to install seven baffle boxes. Kimley-Horn determined hydrologic parameters within the watershed and specified locations for the boxes to maximize treatment potential and then coordinate with the vendor to ensure adequate sizing.

Blue Ridge-Salford North Vacuum Pump Station, North Port, FL — Project Manager. The City of North Port, Florida has embarked on a neighborhood expansion program to eliminate the use of septic tanks within its service area. The City identified 29 service areas, consisting of approximately 44,000 residential lots, approximately 16,000 of which are currently on septic. These service areas have been sequenced in order of density, with the Blue Ridge-Salford North area being ranked as the second highest density, however, beginning first due to the understanding that the area has existing force main infrastructure in place. The City of North Port has contracted Kimley-Horn to provide design, permitting, bid phase, and construction inspection services for Neighborhood Expansion Blue Ridge-Salford North Phase 1.

Professional Credentials

- Master of Engineering, Civil Engineering, University of Florida
- Bachelor of Science, Civil Engineering, University of Florida
- Professional Engineer in Florida, #77642

Professional Affiliations

- American Water Resources Association, Board Member
- Florida Engineering Society

Special Qualifications

- Passion for modeling, whether its hydrologic and hydraulic or water quality
- Has spent her entire career serving municipalities throughout the state of Florida
- Special expertise with watershed management programs, hydrologic and hydraulic modeling, water resources master planning, flood control and water quality projects, and floodplain mapping
- Experienced with stormwater master planning; infrastructure inventory and maintenance; water quality modeling and assessment; and design and permitting

Kimley»Horn

KELLIE CLARK, PE

Water Quality Analysis, Statistical Analysis

Representative Experience

City of Lake Wales Watershed Management Plan, City of Lake Wales, FL — Project Manager. Kimley-Horn is assisting the City of Lake Wales to develop a Watershed Management Plan to identify locations and extents of flooding. An existing conditions model is being developed based on data provided by various agencies including the City that will map floodplains associated with various storm events. Results from the developed model are used to determine the Flood Protection Level of Service for existing buildings and roads. Kimley-Horn is working to coordinate with FDEP to help the city apply for grants and complete technical memorandums for project screening. Kimley-Horn is performing water quality sampling of Lake Wales to determine swim ability based on EPA guidelines.

Highlands County Professional Services for Water Quality and Drainage Studies, Highlands County, FL — Project Engineer. Kimley-Horn is providing engineering services to Highlands County to assess water quality and identify improvements needed to address flooding concerns in three areas throughout the County and conduct a peer review of existing modeling within a fourth area. Kimley-Horn will utilize existing large-scale watershed modeling to create stormwater models at a smaller scale that will generally utilize roadways as basin divides and overland weirs. This project will be a planning-level study to determine recommended stormwater improvements in this area. The studys deliverables are anticipated to serve as documentation in future grant or loan submittals.

City of Wauchula Stormwater Management Master Plan Update, Wauchula, Florida — Project Engineer. Kimley-Horn prepared a citywide Stormwater Management Master Plan, including establishment of level of service standards, identification of flooding and water quality deficiencies, and development of water quantity and quality improvement alternatives for the City of Wauchula. The AdICPR stormwater model is being used to analyze existing flood conditions and improvement alternatives. Kimley-Horn developed a spreadsheet water quality model to estimate annual pollutant loadings for the pollutants included in the federal NPDES stormwater permit regulations.

Sarasota County Dona Bay Watershed Environmental Restoration, Sarasota, FL — Project Engineer. The Dona Bay Watershed Environmental Restoration project involved the design work necessary to implement the results of the Dona Bay Watershed Management Plan. The Kimley-Horn team designed and implemented the 180-acre wetland restoration area. Implementation of the Management Plan also included the design of the stormwater conveyance from Cowpen Slough to the Venice Minerals future reservoir site. This design included a major new water control structure in Cowpen Slough to control flow and stages to meet the needs of the project without impacting surrounding private property owners. Extensive GIS involvement was used to assist with securing easements from off-site property owners. Combining the County 2007 LIDAR with these GIS graphics allowed for clear communication through the process.

Manatee County General Utility Services (includes Anna Maria Island), Manatee County, FL — Project Engineer. As general consultant, we provided a wide range of services, including water, wastewater, reclaimed water, and utility services. Other services included the design of many sanitary sewer lift stations from submersible pump lift stations to master lift stations with wet pit/dry pit design and auxiliary power; design of miles of gravity sewage collection systems; design of effluent storage ponds; construction and design of transmission force mains ranging in size from 12 to 30 inches in diameter; roadway design and utility relocation; and construction services.

Professional Credentials

- Bachelor of Science, Environmental Engineering, North Carolina State University
- Professional Engineer in Florida, #69876

Professional Affiliations

- Society of American Military Engineers
- Water Environment Federation

Special Qualifications

- Has 21 years of engineering experience specializing in water, wastewater, reclaimed water, and stormwater systems
- As project manager of the Naples Bay Restoration and Water Quality Project at the Cove Stormwater Basin III Improvement Plan, Kelly secured $75,000 in funding for Big Cypress Basin and the project was awarded with Envision Silver status by the Institute for Sustainable Infrastructure
- Provides all aspects of project delivery through completion including permitting services, assistance with grant funding, and services through construction

Kimley»Horn

KELLY SMITH, PE

Sewer System Evaluations

Representative Experience

Charlotte County FY 2021 Water and Wastewater Regulatory Compliance, Port Charlotte, FL — Project Engineer. Kimley-Horn is supporting the annual regulatory compliance services to the County for the water and wastewater systems. The project includes performing treatment plant audits, reviewing reporting to FDEP and SWFWMD quarterly for the four water reclamation facilities and one water treatment plants, and assisting the County with all FDEP correspondence. Facility inspections are conducted annually to confirm components are compliant and recommendations are provided in the Audit Report. Additional tasks included in the project include wastewater FDEP operations permit modification applications and permit renewals, compliance assistance related to FDEP actions.

Charlotte County Industrial Pretreatment Program FY 21, Charlotte County, FL — Project Engineer. Kimley-Horn provided professional services associated with the review and evaluation of the Charlotte County Utilities Industrial Pretreatment Program. This effort included a geospatial review of all customers to identify potential industrial customers. Kimley-Horn also provided professional services associated with the evaluation and update of the County's Wastewater Use Ordinance as it pertains to the County's IPP, and the identification of comprehensive updates to the ordinance. These updates will provide the County with a Countywide Industrial Pretreatment Program with an enforceable means for protecting the four regional water reclamation facilities. Additionally, this effort included a comprehensive review of Florida utility Fats Oils and Grease (FOG) Programs to develop comprehensive updates to the County's ordinance that align County practices, procedures, and program fees with best practices adopted by other utilities across the state.

Babcock Ranch Water Reclamation Facility (WRF) Phase 3 Expansion, Babcock Ranch, FL — QC/QA Reviewer. Kelly provided QA/QC for the Facility Master Plan, including expansion planning. Kimley-Horn provided design, permitting, and construction administration of a 1.5- MGD AADF expansion (4.0 MGD buildout capacity) for a water reclamation facility (WRF) with advanced wastewater treatment capability (<;5 BOD, <;5 TSS, <;3 TN) and public access reclaimed water system. The treatment process consisted of a diffused air oxidation ditch and membrane biological reactor (MBR) system with smart biological control technology. Project delivery methodology was Construction Manager at Risk (CMAR). The Babcock Ranch WRF phase 3 expansion required construction of a new 1.0 million gallon per day (MGD) advanced wastewater treatment (AWT) facility just west of the existing treatment facility. The design included provisions for the phase 4 and phase 5 expansions of 1.0 MGD each for a total buildout capacity of 3.0 MGD. The new facility will incorporate a 4-stage Bardenpho biological treatment process in a diffused air oxidation ditch and membrane biological reactor (MBR) tertiary treatment. The existing WRF will be converted to flow equalization and aerobic digestion. The new phase 3 facility is capable of meeting 5/5/3 AWT standards with provisions for future biological phosphorous removal and meet public assess reclaimed water quality.

Sarasota County Septic System Replacement Implementation Plan, Sarasota, FL — Project Manager. Project technical lead for the development of the Sarasota County Septic System Replacement Implementation Plan (SCSSRIP). The project includes the develop of a multi-criteria decision-making framework by establishing goals of the SCSSRIP, criteria to evaluate each septic area, and weighting for the criteria to meet the established goals. The weighted criteria are being developed using geospatial analyses and models to process available data. Through the processing and visualization of data, criteria will be developed and used to gain stakeholder input and buy-in resulting in a prioritization of septic areas. The SCSSRIP will also develop alternative implementation strategies that will consider project phasing for design, construction, and connection, as well as the number of projects that could be feasibly implemented within a 20-year planning period. The SCSSRIP will include a list of near-term capital improvement projects, long term prioritization strategy, financial strategy, and proposed community outreach program.

Professional Credentials

- Master, Earth and Atmospheric Science, Duke University
- Master, Environmental Engineering, University of Florida
- Bachelor of Science, Geology, Southern Methodist University
- Professional Geologist in Florida, #2565

Professional Affiliations

- American Water Resources Association

Special Qualifications

- Experience with regulatory permitting; water supply planning; production and injection well design, testing and construction observation services; groundwater modeling; and due diligence
- American Institute of Professional Geologists (AIPG)
- Florida Association of Professional Geologists (FAPG)
- National Groundwater Association (NGWA)

Kimley»Horn

KIM ARNOLD

Hydrogeology/Monitoring Well Planning, Well Construction Oversight

Representative Experience

FY25 Regulatory Compliance Services - Hydrogeology, Port Charlotte, FL — Technical Advisor. Kimley-Horn provided comprehensive regulatory compliance and permitting support for Charlotte County Utilities' wastewater and reclaimed water systems. Services included program management, wellfield monitoring and reporting, permit renewals, groundwater monitoring, injection well and monitoring well improvements, mechanical integrity testing. Additionally, Kimley-Horn prepared quarterly compliance reports, maintained a regulatory dashboard, and provided recommendations to ensure continued operational and regulatory compliance across the County's wastewater infrastructure.

Ave Maria Public Water System (PWS) Wellfield Expansion, Ave Maria, FL — Project Manager. Kimley-Horn designed, permitted, and provided services during construction for two additional Sandstone aquifer production wells at the WTP site. They prepared plans and specifications for 12" diameter Sandstone aquifer wells, along with water quality sampling and step-drawdown testing. The variable and largely unconsolidated target production zone required careful field observation and coordination with the water well contractor to determine casing and total depths, as well as screened versus open hole construction. Upon completion, both wells produced in excess of 1,000 gpm with chloride concentrations less than 30 mg/L using an open hole construction technique.

Babcock Ranch Monitoring and Phase 1 ESA, Babcock Ranch, FL — Project Manager. Kimley-Horn performed water quality monitoring for the Earthsource Mine (now closed) and the general Babcock Ranch Property, per an agreement between Babcock Property Holdings, LLC and Lee County. The monitoring for the site included water level monitoring of 40 locations across 18,000 acres, monthly nitrogen, phosphorus, and total suspended solid monitoring for 15 locations, semi-annual pesticide and fertilizer sampling for 6 locations, semi-annual groundwater sampling, installation of monitoring wells, and flow monitoring for 15 locations. Kimley-Horn has also conducted multiple Phase I ESAs on properties within the Babcock Ranch Community intended for commercial and residential development.

Immokalee Water and Sewer District Sprayfield Capacity Assessment, Fort Myers, FL Project Manager. Performed percolation testing on the sprayfield and slug testing on existing monitoring wells to determine hydraulic properties of the Surficial aquifer. Developed a numerical groundwater model of the sprayfield and percolation ponds to evaluate the disposal capacity of the system, including days of storage available. Prepared technical memorandum discussing results and potential system improvements suitable for submittal to the FDEP.

DeSoto County Regional Wastewater Treatment Plant Expansion Design and Permitting, Arcadia, FL — Project Engineer. Kimley-Horn is contracted to provide design, permitting, and bid phase services for DeSoto County to expand their Regional Water Reclamation Facility from 0.95 MGD to 2.0 MGD in multiple phases. Planned improvements include installation of at least one rotary drum screen, a flow splitter box, two 500,000-gallon extended air package treatment plants, additional blowers, a standalone chlorine contact chamber, and upgrades to the effluent pump station. The existing 1,000-acre sprayfield used for effluent disposal will be rehabilitated and equipped with a new communications system. Kimley-Horn also prepared a minor revision to the County's facility operating permit to include a revised Groundwater Monitoring Plan for effluent disposal compliance reporting.

Professional Credentials

- Bachelor of Science, Biology, Guilford College

Professional Affiliations

- Florida Water Environment Association
- American Water Works Association

Special Qualifications

- Brings 26 years of experience working with utility infrastructure
- Extensive experience with regulatory compliance, consent order negotiation and reporting, wastewater treatment processes, transmission, and collection systems
- Skilled in water treatment, environmental awareness, environmental services, environmental consulting, and wastewater resource management
- Member of the AWWA Utility Council

JEFF GOODWIN

Regulatory Compliance

Representative Experience

Pinellas County Septic to Sewer (STS) Program Project 1 - Professional Engineering Services - ARPA Funds; 23-0289-RFP-CCNA-Non-Continuing, St. Petersburg, FL — Team Member. Kimley-Horn completed a high-level alternatives analysis to determine the most feasible alternative for septic to sewer replacement in the designated service areas. Each service area was evaluated to determine the potential impacts to the associated impaired water body as well as the estimated nutrient reduction associated with the septic tank removal. Factors such as community impacts, assessment of public perception and input, and review of feasible collection system technologies were considered. The alternatives were evaluated based on capital cost, operations, maintenance/accessibility, public inconvenience, and life cycle cost. Kimley-Horn provided a recommended alternative to the Client which included a phased construction approach in order to utilize available funds.

Charlotte County Utilities, FY 2024, FY 2025 Regulatory Compliance Water and Wastewater, Charlotte County, FL, Port Charlotte, FL — QC/QA. Kimley-Horn was selected to perform the FY22 through FY24 regulatory compliance water and wastewater professional engineering support for CCUD. These services included tasks to evaluate and maintain CCUD's compliance with regulatory requirements as set out in the existing permits. Services included project management, preparation of a Collection System Action Plan and Capacity Analysis Report, and development of the West Port Water Reclamation Facility (WRF) permit renewal application. The team conducted site inspections, facilitated coordination with FDEP, and performed regulatory audits for multiple facilities. Additionally, Kimley-Horn prepared quarterly compliance reports, maintained a regulatory dashboard, and provided recommendations to ensure continued operational and regulatory compliance across the County's wastewater infrastructure.

Del Prado Water Reclamation Facility (WRF) Effluent Disposal Improvements Professional Engineering and Geologist Services, Florida Governmental Utility Authority (FGUA), North Fort Myers, FL — Project Manager for the design, permitting and construction of a Class I DIW system at the Del Prado WRF. The system is needed for disposal of excess treated effluent during wet weather conditions and consists of Class I DIW, a dual zone monitoring well. The above ground infrastructure includes the wellheads, piping, valves SCADA components, meters and other necessary appurtenance.

Southeast Master Pump Station, Zephyrhills, FL — Technical Advisor. The project developed a basis of design report based on the Southeast Master Pump Station Siting and Force Main Route Study (MPS Study) within Pasco County's Southeastern Sewer Collection System. Kimley-Horn utilized the County's existing pump daily runtime data, field hardware reports, future development plans, and land use categories to establish existing and future sanitary flows in a hydraulic model of the County's sewer system. The hydraulic model was used to properly size the MPS and the corresponding discharge force main to connect into the existing sewer system. The report provided site alternatives for a new master pump station (MPS) to provide additional sewer capacity for the service area as well as determined a route for the proposed force main to discharge to the headworks at the Southeast Wastewater Treatment plant (SEWWTP).

West Villages Improvement District Regulatory Compliance Services, North Port, FL
Technical Advisor. Kimley-Horn is responsible for supporting the West Villages Improvement District to manage and comply with the FDEP operating permit for the reuse distribution system. Documents developed as part of the reuse distribution system permit management include the Operation and Maintenance Manual, Cross Connection Control Manual, and Reuse storage pond inventory. Kimley-Horn is involved in the planning of the reuse distribution system to consult on the impacts on the permit and identify the viability of projects from a regulatory perspective. Finally, the project includes training WVID staff on developing discharge monitoring reports and managing and maintaining the requirements of the FDEP permit.

Professional Credentials

- Master of Science, Business Administration, University of South Florida
- Master of Science, Environmental Engineering, University of South Florida
- Bachelor of Science, Civil Engineering, Clarkson University
- Professional Engineer in Florida, #56881
- Certified Professional Erosion Sediment in FDEP #20856

Professional Affiliations

- American Public Works Association
- American Society of Civil Engineers
- Florida Engineering Society,
- American Water Resources Association

Special Qualifications

- Recognized as a statewide leader for stormwater/watershed services
- Senior water engineer with experience providing water, wastewater, stormwater, construction management, and geospatial and niche-related services

Kimley»Horn

CHRIS NIFORATOS, PE

Sampling Design and Statistical Analysis

Representative Experience

Charlotte County FY 2021 Water and Wastewater Regulatory Compliance, Port Charlotte, FL — Project Engineer. Kimley-Horn is supporting the annual regulatory compliance services to the County for the water and wastewater systems. The project includes performing treatment plant audits, reviewing reporting to FDEP and SWFWMD quarterly for the four water reclamation facilities and one water treatment plants, and assisting the County with all FDEP correspondence. Facility inspections are conducted annually to confirm components are compliant and recommendations are provided in the Audit Report. Additional tasks included in the project include wastewater FDEP operations permit modification applications and permit renewals, compliance assistance related to FDEP actions.

Jupiter Inlet Colony Neighborhood Rehabilitation (includes septic to sewer), Jupiter Inlet Colony, FL — Project Engineer. Kimley-Horn provided construction management/engineer of record services for the Jupiter Inlet Colony Neighborhood Rehabilitation. The project consisted of a new gravity sewer system and lift station; replacement of existing cement asbestos potable water main; a new stormwater drainage system consisting of 5,500 linear feet of exfiltration trench; and roadway reconstruction. This project was a joint project (developed through an Interlocal Agreement) between the Loxahatchee River District (sewer authority), the Village of Tequesta (water utility), and Jupiter Inlet Colony.

Update of Stormwater Masterplan, Zephyrhills, FL — Project Manager. Zephyrhills is generally bounded on the south by the Hillsborough River, on the north by the Orange Grove Villas subdivision, and on the east by the Old Lakeland Highway. Much of the City is highly urbanized with predominately well-drained soils. Elevations range from approximately 60 ft-NAVD to 180 ft-NAVD and runoff generally infiltrates in combination with an outfall south to the Hillsborough River. In 2020, the City commissioned Kimley-Horn to perform an update to its Stormwater Master Plan. The goals of the Stormwater Master Plan were to determine flood risk, evaluate the level of service, and develop Best Management Practices (BMPs) to reduce flooding and improve water quality for both the built and natural environment. These goals were achieved by conducting an inventory of the primary drainage infrastructure, developing a detailed stormwater model to characterize runoff and flooding, developing updated floodplain maps, conducting a surface water quality assessment, and devising BMPs to improve flooding and water quality.

Rainbow River Watershed Update, City of Dunnellon, FL — Project Manager. As part of a five-year contract with SWFWMD, led watershed management efforts for the Rainbow River and City of Dunnellon. Oversaw hydrologic and hydraulic modeling, BMP planning, and integration of stormwater infrastructure into a unified geodatabase and ICPR4 model. Tasks included data collection and analysis (land use, soils, water quality, ERP polygons, USGS gages), GIS processing, drainage pattern evaluation, and field verification. Currently managing the watershed evaluation phase, with future tasks focused on floodplain modeling and alternative BMP analysis.

Pinellas County McKay Creek Watershed Management Plan: Model Update, Alternative Analysis, and Feasibility Study, , FL — Project manager. Kimley-Horn was selected to deliver a Preliminary Engineering Report (PER) to further evaluate Best Management Practices (BMPs) in the McKay Creek Watershed. The PER consists of a hydraulic and hydrologic model conversion, model refinement, and a feasibility study to evaluate the BMPs. Tasks completed include: a data collection, review, and data gap analysis; conversion of the ICPR4 model in accordance with SWFWMD's WMP Modernization Pilot Study; and an independent internal review of the model conversion to help ensure that workflows, results, and datasets were valid and guided by sound engineering judgment. Kimley-Horn was selected to deliver a Preliminary Engineering Report (PER) to further evaluate Best Management Practices (BMPs) in the McKay Creek Watershed. The PER consists of a hydraulic and hydrologic model conversion, model refinement, and a feasibility study to evaluate the BMPs.

Professional Credentials

- Master, Business Administration, University of Florida
- Master of Science, Civil Enigneering, University of Florida
- Bachelor of Science, Technology, Regets College
- Bachelor of Science, Civil Engineering, University of Florida
- Professional Engineer in Florida, #65582

Professional Affiliations

- Florida Engineering Society,
- Water Environment Federation
- American Water Works Association

Special Qualifications

- More than 25 years of experience with municipal utility engineering, including utility relocation, master planning, collection/ distribution system design, hydraulic computer modeling and analysis, and construction phasing and inspections
- Software experience includes WaterCAD, SewerCAD, InfoWater, MS Project, BioWin, Hammer, and AutoCAD

Kimley»Horn

LEWIS BRYANT, PE

Principal-in-Charge

Representative Experience

Dunnellon Rainbow Springs Septic to Sewer Feasibility Study, Dunnellon, FL — Project Engineer. Kimley-Horn was selected by Marion County Utilities to develop the preliminary project design for the Septic to Sewer Feasibility Study. This project involved developing flow projections, estimating the size of a regional wastewater treatment facility, conducting a revenue sufficiency analysis, developing a preliminary project design for each septic to sewer area, and estimating costs to design permit and construct the collection system. Preliminary sewer system layout, lift station siting, project phasing, initial cost estimates, identification of needed lots or easements. Grant compliance and public information meetings and coordination were also a part of this project. Sewer system layout methodology was praised by Marion County and referenced as what they thought they would need for the planning portion of this program management.

Belleview Septic to Sewer Region 4B - Sewer Design Project - Septic to Sewer Master Planning Study (STSPS) (also Septic to Sewer Regions 1-6) (also BMAP), Belleview, FL Project Engineer. The City of Belleview requested that Kimley-Horn prepare a planning study to facilitate the removal of Onsite Storage Treatment and Disposal Systems (OSTDS), commonly known as septic tanks. The planning study is referred to as a Septic to Sewer Planning Study (STSPS) and will: identify the number of OSTDS within each region; identify multi-year phasing/sequencing for grant applications, design and permitting, and construction; estimate the costs to design, permit, and construct the sewage collection system needed to eliminate the OSTDS in each region; facilitate future grant applications, the STSPS will be formatted in accordance with FDEP SRF application requirements; and include estimates to provide water service within the six regions.

Charlotte County Utilities, FY 2024, FY 2025 Regulatory Compliance Water and Wastewater, Charlotte County, FL, Port Charlotte, FL — Principle-in-Charge. Kimley-Horn was selected to perform the FY22 through FY24 regulatory compliance water and wastewater professional engineering support for CCUD. These services included tasks to evaluate and maintain CCUD's compliance with regulatory requirements as set out in the existing permits. Services included project management, preparation of a Collection System Action Plan and Capacity Analysis Report, and development of the West Port Water Reclamation Facility (WRF) permit renewal application. The team conducted site inspections, facilitated coordination with FDEP, and performed regulatory audits for multiple facilities. Additionally, Kimley-Horn prepared quarterly compliance reports, maintained a regulatory dashboard, and provided recommendations to ensure continued operational and regulatory compliance across the County's wastewater infrastructure.

North Port Utilities Hydraulic Modeling and Water Quality Analysis, North Port, FL — Project Engineer. Kimley-Horn converted and updated the model from Bentley into Innovyze software for to provide on-call modeling services to support the City's water quality initiatives, as well as long-range master planning support. Services provided under this contract will include on-call services support, hydraulic model updates, water distribution system evaluation, operational evaluation, water quality evaluations, and as-needed modeling support. Kimley-Horn converted and updated the model from Bentley into Innovyze software for to provide on-call modeling services to support the City's water quality initiatives, as well as long-range master planning support. Services provided under this contract will include on-call services support, hydraulic model updates, water distribution system evaluation, operational evaluation, water quality evaluations, and as-needed modeling support.

Wildwood General Engineering Services, Wildwood, FL — Project Manager. The Kimley-Horn team is providing general civil engineering and City Engineer consulting services for the City of Wildwood. Services include: design of improvement plans for utility and roadway infrastructure, engineering inspection services, review of engineering plans and applications for development on behalf of the city, attendance at public hearings on behalf of the city, traffic planning services, public workshops, and GIS mapping services. Specifically involved with review of utility master plans; updates to city reuse, water, and wastewater utility maps; and evaluations of downtown sanitary vitrified clay pipe (VCP), sewer system, and determining the number of parcels served by the existing 10-inch VCP gravity system. Also helping the city research grant options for sewer repairs.

Professional Credentials

- Bachelor of Science, Civil Engineering, University of South Florida
- Professional Engineer in Florida, #37290

Professional Affiliations

- American Water Resources Association
- American Water Works Association

Special Qualifications

- Senior water resources engineer with 39 years of experience
- Skills include project management, client management, operations/planning, forecasting/projections, project budgeting, and staff utilization
- Diverse background within the field of civil engineering and is responsible for client/project management, design, permitting, and construction observation

Kimley»Horn

TOM JENSEN, PE

Quality Control Advisor/Quality Assurance

Representative Experience

Jupiter Inlet Colony Neighborhood Rehabilitation (includes septic to sewer), Jupiter Inlet Colony, FL — Project Manager. Kimley-Horn provided construction management/engineer of record services for the Jupiter Inlet Colony Neighborhood Rehabilitation. Jupiter Inlet Colony converted its existing 241 septic tank systems to a central gravity sanitary sewer system that will be operated by the Loxahatchee River District. This elimination of individual septic tank systems leads to significant reductions in nutrient loadings entering ground water and surface water bodies, providing for a substantial reduction in total nitrogen and total phosphorus. This conversion results in a 100 percent reduction in nitrogen and phosphorus loads from the septic tank systems.

Okeechobee Utility Authority Engineering Services Treasure Island Septic to Sewer (STS) Engineering, Okeechobee, FL — Project Manager. This project will provide wastewater collection services to approximately 2,400 residential and commercial parcels in the Treasure Island area. The area is currently served by septic tank systems or small package treatment plants. These treatment facilities are located near the many surface water features in the project area. Nutrients from these canals lead directly into Taylor Creek. Taylor Creek discharges directly into Lake Okeechobee less than a mile from the project area. This project will provide wastewater collection services to approximately 2,400 residential and commercial parcels in the Treasure Island area. The area is currently served by septic tank systems or small package treatment plants. These treatment facilities are located near the many surface water features in the project area. Nutrients from these canals lead directly into Taylor Creek. Taylor Creek discharges directly into Lake Okeechobee less than a mile from the project area.

Hollywood North Central Septic to Sewer Conversion Program, Hollywood, FL — Project Engineer. This project consisted of expanding the City of Hollywood's existing sanitary sewage collection system across the north central area of the City and converting of approximately 1,700 properties from private on-site wastewater treatment (septic) systems and private sewage lift stations to public collection and conveyance systems. Kimley-Horns services included sewage flow projections, basin delineation, hydraulic modeling, design and preparation of construction documents, regulatory assistance, assistance with bid and award of the construction contract, and limited construction phase services.

Florida Department of Economic Opportunity (DEO) Community Planning Technical Assistance Grant, Palm Springs, FL — Team Member. Prepared a DEO Community Planning Technical Assistance Grant for the City of Palm Springs in the amount of $47,500. The Village of Palm Springs is an established and mature community of over 20,000 citizens in east central Palm Beach County. The City is making progress toward the removal of on-site septic tank systems and a shift to a centralized wastewater collection and transmission system for both environmental and economic reasons. The grant will be used to prepare a septic to sewer plan. The grant application was successful, and the Village will receive $47,500 to complete the Septic to Sewer Plan.

Engineering Consultant Services: Water, Sewer, Reuse, and Stormwater Infrastructure Projects, Hollywood, FL — QC/QA Reviewer. Under the City of Hollywood's general engineering consultant contract, Kimley-Horn is providing services for water, sewer, reuse, and stormwater infrastructure projects. These services include projects for the potable water transmission and distribution system, wastewater collection system, reuse distribution system, and stormwater systems. Projects under this contract will include, but not be limited to, the following: evaluation, predesign, design, improvements, permitting, and upgrades for existing and/or proposed sewer lift stations, stormwater pump stations and structures, and pipelines associated with water, reuse, stormwater, and sewer networks. Services for these projects would include, but not be limited to: design, permitting, construction management and administration, and field services.

Professional Credentials

- Master of Science, Fisheries and Aquatic Sciences, University of Florida
- Bachelor of Science, Wildlife Ecology, University of Florida
- Professional Wetland Scientist in SWS, #000731

Professional Affiliations

- American Public Works Association
- Florida Association of Environmental Professionals,
- Society of Wetland Scientists

Special Qualifications

- Environmental scientist with 37 years of professional experience
- Experience includes mitigation site monitoring, wetland water use permitting, wellfield monitoring, wetland assessment procedure (WAP) monitoring, plant identification, water quality monitoring, environmental site assessments, habitat characterizations, aerial photo-interpretation, listed species permitting, and wildlife and fisheries studies

Kimley»Horn

RONNIE VAN FLEET, PWS

Sampling Design and Statistical Analysis

Representative Experience

Lee County Environmental Consulting Contract (Permitting, Mitigation and Monitoring), Fort Myers, FL — Project Manager. Kimley-Horn collaborated with Lee County to align project goals with county objectives, focusing on value-added results, community needs, and client budgets. The team, including environmental scientists and engineers, conducted environmental impact surveys and assessments using state and federal methodologies to mitigate ecological and hydrologic impacts. Expertise included coastal ecological evaluation, cost estimation, permit monitoring, compliance, and NEPA services. Strong relationships with permitting agencies facilitated quicker approvals. Innovative technology, such as drones and GIS, enhanced site assessments and species surveys. This approach ensured high-quality, cost-effective, and timely environmental consulting services.

Celery Fields Natural Systems Planting and Improvements, Sarasota, FL — Project Manager. Kimley-Horn is providing a range of professional services for the Celery Fields Quad Parcels project. This project focuses on the Southeast (SE) Quadrant, involving the validation of the preliminary concept plan, preparation of a final concept plan, and creation of a schematic design package. The services also include revising previously completed construction documents to reflect the modified park design, which incorporates a specialized wetland habitat feature, soil management, and tree planting. The project will also involve the preparation of a management and maintenance plan for the natural systems of the SE Quadrant, ensuring compatibility with the 2016 Celery Fields Regional Stormwater Facility Integrated Management Plan.

Celery Fields Regional Stormwater Facility (CFRSF) Best Management Practice (BMP) Treatment Effectiveness, Sarasota County, FL — Environmental Scientist. Upon completion of the final phase of their premier stormwater treatment and flood control facility, Sarasota County was required to demonstrate to the Florida Department of Environmental Protection (FDEP) that the stated pollutant load removal was being achieved. Ronnie was the project scientist in charge of data management and analysis for this two-year BMP study to quantify the effectiveness of the CFRSF in the treatment of stormwater runoff from the Phillippi Creek Basin. This study included preparation and FDEP approval of a Quality Assurance Project Plan; mobilization and installation of seven sites with continuous stage and/or velocity meters, ISCO automatic water quality samplers, dataloggers, modems/telemetry equipment, solar panels, and shelters; real-time data display website; a time of travel study; collection of 17 composite water quality samples for storm and baseflow events; flow discharge measurements and rating curve development for all sites; preparation of quarterly data reports containing calculated discharge, rainfall, water quality, and pollutant removal efficiency results; and a comprehensive final report.

Hydro-Ecological Monitoring, Analysis, and Water Use Permit Reporting, Davenport, FL — Project Manager. Kimley-Horn provided ecological monitoring services for the City's Water Use Permit (WUP) and Environmental Management Plan (EMP). Our firm ultimately packaged findings into the City's Environmental Management Plan Monitoring Report for Water Use Permit 5750.010. This project involved annual hydro-ecological monitoring and analysis in accordance with the EMP, including monitoring soils, hydrology, and vegetation at Wetland Assessment Procedure (WAP) monitoring sites. Kimley-Horn also established WAP transects for monitoring sites and included evaluating and analyzing water level data for accuracy and appropriateness.

Dona Bay Restoration Program Phases 1 and 2 (Watershed Management Plan), Englewood, FL — Environmental Scientist. Kimley-Horn planned, designed, and implemented a comprehensive management plan and projects for the Dona Bay Watershed. This initiative promotes and furthers the implementation of the Sarasota County Comprehensive Plan, the Charlotte Harbor National Estuary Program's Comprehensive Conservation Management Plan, and the SWFWMD's Southern Coastal Comprehensive Watershed Management Plan.

II. Proposed Management Plan

II. Proposed Management Plan

Kimley-Horn has a long history of achieving successful projects through a combination of effective project management and technical expertise. Our organizational structure is composed of specialized teams aligned with each aspect of the project, ensuring comprehensive coverage and support throughout.

Project Management Team

Our project team organization starts out with our integrated management team that consists of **Jennifer Briggs, PMP**, **Ashley Miele, PE**, **Alan Garri, PE**, **Lewis Bryant, PE**, and **Tom Jensen, PE**. Our team's comprehensive knowledge and thorough understanding of water quality monitoring and septic to sewer conversions are essential for this project's success. It requires a keen awareness of the County's procedures and guidelines, close coordination with public agencies, and interaction with the community. Most importantly, an understanding of the community's vision for the future allows us to anticipate needs and provide creative solutions that address today's needs while planning for tomorrow.

Kimley-Horn operates a client-centered style of management. Our practice-centered structure means we are oriented toward maintaining the high levels of quality and communication that you to expect. **Jennifer Briggs, PE**, will serve as project manager and will work in close liaison with Charlotte County staff throughout the project. Our project management approach consists of the following proven fundamentals:

- Develop a clear understanding of the project goals
- Develop a comprehensive work plan and schedule to set milestones and project goals
- Set weekly milestones (more manageable) that support the larger milestones and review with the project team on a weekly basis
- Involve stakeholders and other various disciplines that would be impacted as integral members of the team
- Create an atmosphere that encourages clear communications and teamwork to accomplish the project goals
- Make quality a priority every day

Understanding Project Goals. Clearly defining the challenges and setting objectives is critical to a successful project. Our vision for project success involves open discussions with the County about the drainage problems that need to be addressed prior to initiation of the analysis. We will provide County staff with advice based on the benefit of our experience and our unique local knowledge and analyze critical success factors alongside unique project challenges so that priorities can be set, and objectives defined.

Developing a Comprehensive Work Plan. After collectively understanding the project goals, we will develop a comprehensive work plan that identifies the goals and provides a focused action plan that is necessary to achieve those goals. Anticipating the challenges and obstacles early in the process allows the team and County to investigate and understand these challenges while developing mechanisms to address them before they have an impact on project schedules and budgets. Our project approach utilizes schedule control mechanisms at decision-making points in the project.

Set Weekly Milestones. As a result of the extensive relationships between team, we can easily connect on a weekly basis to ensure schedule milestones are on track and discuss and communicate any concerns that can immediately be brought to the County's attention. Meeting weekly helps meet our long-term monthly project objectives and ultimately our overall project goals and milestones.

Involve Stakeholders and Various Disciplines. Projects such as this can lack success when all parties and stakeholders are not involved from the start of the project. It will be critical for all parties to stay involved for the duration of the project and specifically during critical points throughout the project. Keeping the stakeholders and other disciplines involved will help identify any obstacles early on that may have an impact on the project schedule or budget.

Communication is Key. Clear communication with our clients and the project team is part of the routine at Kimley-Horn. Based on the County's desired level of communication, Kimley-Horn will tailor and implement a communication and reporting program to meet the County's project management needs and vision for success. Kimley-Horn will collaborate closely with the County to clearly understand the project objectives and we will focus on continual and open communication of all project activities. Our team of engineers will be involved in every step of the development of this plan from beginning to end. This allows County staff and other stakeholders to communicate their desires early in the analysis and maintain a consistent point of communication throughout the project life.

Tools for Success. Our firm operates an internationally networked computer system that integrates both public and private data centers. While we regularly use specialized modeling software on complex projects, we recognize the importance of aligning with the County's One Water, One Charlotte model and its focus on transparency and accessibility. Therefore, we plan to prioritize tools that are familiar and usable by both the project team and the public—specifically, GIS and SMARTS. The key to technology is that our staff utilize these tools daily to improve the value we provide to our clients. It is our daily embrace of continuous quality improvement combined with our commitment to integrating the latest technology into our analysis that allows us to provide that value. *For more information on SMARTS please view IV. Project Control.*

Quality is a Mandate. The Kimley-Horn approach to quality is collaborative. Recognizing the critical importance of careful quality control, Kimley-Horn has developed an extensive internal quality control program. Our formal quality control/quality assurance (QC/QA) program is based upon assigning experienced senior professionals, who are otherwise qualified to manage a particular project, to serve in an independent quality control role.

As your design consultant for Charlotte County's Water Quality Monitoring Program for the Lakeview/Midway and Cape Haze communities, Kimley-Horn will provide you with:

- Detail-oriented, local consultants with water quality and sewer evaluation expertise that will make the best decisions for the County.
- Team members with expertise in surface water and groundwater quality modeling, statistical analysis, regulatory compliance, and monitoring well construction and hydrogeology throughout Florida.
- A multidisciplinary firm with the strength, depth, and resources that only a national firm can provide coupled with the staff and relationships required to work with local regulators effectively and efficiently.
- A team with the passion, desire, experience, and creativity to develop innovative, time- and cost-saving ideas to

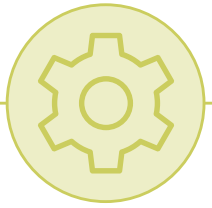
ACHIEVED

Through adequate planning, coordination, supervision and, technical direction

VERIFIED

Through independent reviews by qualified staff

CONTROLLED



By assigning task managers to evaluate all work flow and procedures

SECURED

Through careful quality control of work activities by parties not involved in the initial efforts

A. Team Organization

1. Project Management Approach across Pre-, During-, and Post-Construction Monitoring Phases

Your project manager, **Jennifer Briggs, PMP**, will lead project management for both Lakeview/Midway and Cape Haze, helping to ensure coordination across all phases—from pre-construction through post-construction. For Lakeview/Midway, monitoring wells will be installed approximately 24 months after notice to proceed to capture a full cycle of pre-, during-, and post-construction water quality data. Cape Haze, which may begin as early as 15 months from notice to proceed, will follow a more streamlined schedule, leveraging existing data and documentation. Jennifer will work closely with County staff to help ensure the monitoring plan supports representative sampling aligned with project goals and timelines. **Kim Arnold, PG**, will lead groundwater monitoring and hydrogeologic planning, while **Kellie Clark, PE**, will oversee surface water quality monitoring efforts, providing technical leadership across both project areas.

2. Internal Coordination, Communication, and Quality Assurance Procedures

Jennifer Briggs, PMP, and **Alan Garri, PE** will lead internal coordination and communication efforts to ensure seamless collaboration with County staff and stakeholders throughout the water quality monitoring project. Their focus will be on aligning monitoring activities with the phased septic to sewer conversion schedule, integrating staff input, and maintaining transparency through tools like a secure project management website. **Tom Jensen, PE** will oversee quality assurance, ensuring that all monitoring protocols, data collection, and reporting meet regulatory standards and support the County's long-term water quality goals.

3. Proposed Schedule Management and Deliverables Tracking

Jennifer Briggs, PMP will lead the effort to keep the Lakeview/Midway and Cape Haze water quality monitoring projects on schedule, helping to ensure that key milestones are met across all phases. She will utilize our project management software and internal tools to communicate timelines, track progress, and keep the team aligned. While Jennifer will serve as the primary point of accountability, each team member will contribute to maintaining the schedule and delivering high-quality work. We understand that Lakeview/Midway and Cape Haze are separate projects with distinct construction schedules, and our team is structured to accommodate those differences. Should any scheduling challenges arise, Charlotte County can call upon **Lewis Bryant, PE**, who will provide additional support and help get the project back on track. Please find our strategy for scheduling our monitoring program below and full project schedule on the following page.

Lakeview/Midway Monitoring

This monitoring schedule will be discussed with County project staff during development of a qualified monitoring plan, and the monitoring phase will be limited to only pre-construction data gathering per the Water Quality Monitoring Plan.

Gathering pre-construction data will rely on a concerted error to develop a complete baseline. The monitoring phase for Lakeview/Midway is anticipated to begin within 1 year after conversion, and is proposed to continue for one year following conversion in order to capture seasonal variances.

Cape Haze Monitoring

With Cape Haze Septic to Sewer conversion not anticipated in the next 5 year interval, the monitoring phase of Cape Haze will be limited to only pre-construction transitional water quality trends can be inferred. Water Quality Monitoring will proceed for 12 months prior transitioning to closeout.

Schedule

We plan to have monitoring wells installed and water quality sampling mobilized in Lakeview/Midway approximately 24 month s after notice to proceed to ensure pre-construction, construction, and post-construction phases of S2S conversion can be included in the monitoring. Cape Haze can be initiated as soon as 15 months from notice to proceed and will have more abbreviated phases as we will be able to utilize data and documentation such as historic data and reports, construction documents, and sampling procedures.

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
Project Meetings	Throughout Project Duration																																																			
Study (occurring concurrently)	5-6 months																																																				
Review historic data, engage with regulatory agencies	5 months																																																			
Environmental Assessments			1-2 months																																																		
Baseline data collection				3 months																																																	
Identify Funding					1 month																																																
Plan and Develop							6-8 months																																															
Baseline Data Analysis*							1 month																																														
Plan & Develop Preliminary Report and Implementation Documents							3-5 months																																														
Water Quality Parameter Recommendations *							1-2 months																																														
Equipment Opinion of Probable Construction Cost*									1 month																																											
Water Quality Monitoring SOP*									1 month																																											
Summary of Preliminary WQM Findings and Recommendations for Implementation										1-2 months																																											
Stakeholder Engagement (Public Input and BOCC)												3 months																																								
Mobilization															3-5 months																																						
Secure Funding															1 month																																						
Finalize Well Locations and Water Quality Monitoring Plan															2-3 months																																						
Mobilization Presentation to BOCC																		1 month																																			
Mobilize Procurement for Contractor & Equipment																		1-2 months																																		
Implementation																						3-4 months																																
Contractor Selection																						1 month																																
Sampling Workshops																						1 month																																
Install Monitoring Wells																							2-3 months																																
Monitoring																																																					
Water Quality Sampling																								0-6 months						Monthly until 1 Year of Post-Conversion data is captured																								
Laboratory Oversight																								0-6 months						Monthly until 1 Year of Post-Conversion data is captured																								
Data Collection																								0-6 months						Monthly until 1 Year of Post-Conversion data is captured																								
Closeout																																																			
Final Report & stakeholder presentation																																																			
Well Plugging and Abandonment																																																			
Evaluate Process Improvements	Throughout Project Duration																																																			

Conversion Construction Complete

The task duration is provided as a range because the time to complete each task for each of the project areas may differ.

III. Previous Experience of Team Proposed for This Project

III. Previous Experience of Team Proposed for This Project

Kimley-Horn offers a team with the technical expertise and hands-on experience to support Charlotte County's regulatory monitoring and data collection efforts for the Lakeview/Midway and Cape Haze communities. We have assembled a team with the qualifications to deliver all required services under this contract. Our integrated water team is committed to providing cost-effective, forward-thinking solutions that align with regulatory requirements and environmental goals. With extensive experience in septic-to-sewer conversions, we understand the environmental sensitivities and compliance challenges Charlotte County faces. Our team brings a well-rounded portfolio that includes environmental engineering, infrastructure planning, septic-to-sewer studies, and groundwater and surface water quality monitoring. **This section includes project examples that highlight our team's experience with the required scope of services.**

A. Environmental and Infrastructure

Our proposed team brings specialized expertise in environmental planning, including permitting, environmental assessments, and technical analyses. Our environmental professionals work closely with our engineering team to help ensure that infrastructure designs are both environmentally responsible and compliant with regulatory requirements. Together, our environmental and civil engineering staff have successfully delivered complex site-civil components for our utility clients. Based locally in Florida, our environmental team has a deep understanding of the unique conditions affecting Charlotte County and the surrounding region. Kimley-Horn experience in environmental assessments extends to understanding of point and non-point sources of pollution; site characterization, including investigation of geology and hydrology; and conducting risk assessments in regards to potential risks to human health and the environment. Additionally, we are recognized leaders in biological assessments, including wetland delineation and critical habitat identification

Our environmental services include:

- Environmental assessments and environmental impact statements
- Contamination assessment/remediation for soils, groundwater, and surface water
- Water quality assessment and monitoring
- Wetland jurisdictional delineations, functional analysis, mitigation plans, and monitoring
- Species specific surveys, habitat restoration, and permitting
- Environmental permitting and NPDES
- Comprehensive environmental compliance evaluations
- Environmental audits (all phases)

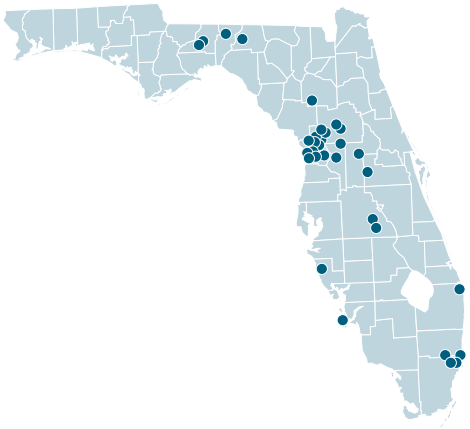
B. Groundwater Monitoring

Kimley-Horn has experience with both hydraulic and hydrologic monitoring. We understand that before many projects begin it is important to collect good quality data from the field to understand how natural systems are functioning. The firm maintains an extensive array of field equipment for projects requiring onsite sampling and monitoring. Kimley-Horn has also installed and monitored groundwater wells for both recording of water levels and for testing for contaminants of concern. We have also installed and monitored tidal gages. We dedicate ourselves to teaching our staff not only the process for the collection of field data, but the uses of the data and the theories behind the data collection.

C. Septic-to-Sewer Programs

At Kimley-Horn, our staff has delivered pragmatic and innovative solutions to communities throughout Florida to help them convert septic tanks to sanitary sewer systems. Our team understands that when it comes to septic-to-sewer conversion one size does not fit all. We have experience helping communities with as little as 11 septic tanks to areas with up to 1,900 septic tanks successfully convert to centralized sewer. Our team is passionate about helping communities gain access to central sewer systems to greatly reduce nutrient loading, improve water quality and the environment. Our septic-to-sewer specialists have practical, hands-on experience and are ready to demonstrate their commitment to the successful completion of your septic-to-sewer conversions. *Highlighted on the map are the septic-to-sewer projects we have delivered so far.*

Septic to Sewer Experience



D. Integrated Monitoring of Groundwater and Surface Water

Kimley-Horn's water resources team includes specialists with deep expertise in both surface water and groundwater monitoring, offering a truly integrated approach to water quality assessment and management. Our services support a wide range of environmental and infrastructure initiatives, including floodplain and watershed management, water supply planning, and regulatory compliance. We routinely apply advanced analytical and numerical modeling tools—such as MODFLOW and other USGS-supported platforms—to simulate groundwater conditions, estimate hydraulic parameters from aquifer performance test (APT) data, and evaluate contaminant transport. These models are used to support water supply permitting, assess construction dewatering impacts, and develop remediation strategies for contaminated sites. Our team's ability to coordinate surface and subsurface monitoring efforts ensures a comprehensive understanding of hydrologic systems, which is critical for projects such as septic-to-sewer conversions, nutrient loading evaluations, and long-term environmental monitoring programs.

Relevant Team Experience

Our team understands the complexities of planning and implementing monitoring programs that are scientifically sound, regulatory-compliant, and tailored to site-specific conditions. With deep experience in septic-to-sewer conversions, our team is well-versed in the environmental sensitivities and data collection requirements that support these efforts. Our professionals bring a strong track record in groundwater and surface water monitoring, nutrient loading assessments, and hydrogeologic evaluations. The following projects highlight our ability to deliver comprehensive environmental monitoring and planning services that align with the goals of this contract.

Charlotte County Utilities Regulatory Compliance Water, Wastewater, and Hydrogeology

Charlotte County, FL

Project Relevance

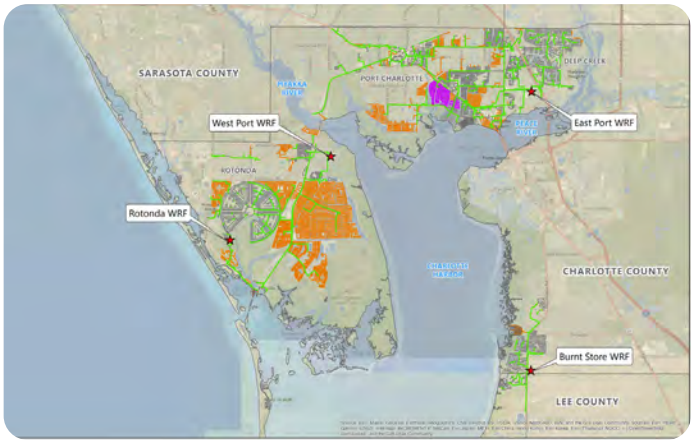
- ✓ Regulatory compliance and permitting
- ✓ Groundwater monitoring
- ✓ Septic-to-sewer support

Kimley-Horn was selected to perform the Fiscal Year FY21, FY22, FY23, FY24, and FY25 regulatory compliance water, wastewater, and hydrogeology professional engineering support for CCUD. These services included tasks to evaluate and maintain CCUD's compliance with regulatory requirements as set out in the existing permits. Additionally, regulatory assistance is provided to prepare for regulatory changes and to modify existing practices to meet changing regulatory scrutiny. The regulatory compliance program with CCU tracks multiple compliance requirements of one (1) water treatment plant, four (4) wastewater treatment plants, one (1) leachate facility, three (3) groundwater monitoring systems and three (3) undergound injection control systems. Kimley-Horn provides excellent project management, coordination, data collection, reporting, and regulatory compliance consulting to CCUD, utilizing online dashboard with compliance deadline tracking, quarterly compliance reports, an online ShareFile datebase, and progress meetings. Our involvement with this program has afforded

us a comprehensive understanding of the County's facilities, service area, and personnel, so we're able to hit the ground running at the moment of contract award.

The following were completed or are currently underway:

- West Port WRF, East Port IW-1, Burnt Store IW-2, and Burnt Store IW-1 permit renewals
- Deep injection well plugging and abandonment cost estimates
- Spring Lake Pilot septic to sewer well plugging and abandonment
- WRF and reclaimed water booster pump station vulnerability assessments
- Treatment facilities quarterly updates
- Calloosahatchee River Basin Management Action Plan Develoment
- Burnt Store Annual Wellfield Report
- Burnt Store and West/Central Public Supply Annual Reports and Water Audits
- Babcock Ranch wellfield monitoring and 10-year compliance report



- Burnt Store IW-1 operational testing and regulatory review assistance
- Burnt Store RO Membrane Clean-in-Place Standard Operating Protocol
- Burnt Store Production Well 15 evaluations
- EPA Lead Service Line Inventory
- Consent Order Compliance Program Management

The project also includes tracking flows and water quality at all treatment facilities as reported to FDEP and permit compliance schedules. A dashboard was developed to simplify this tracking and include a user-friendly interface to track historical flow and water quality data and schedules.

Ave Maria Public Water System (PWS) Wellfield Expansion

Ave Maria, FL

Project Relevance
- ✓ Water quality sampling
- ✓ Coordination with well contractor

Kimley-Horn designed, permitted, and provided services during construction for two additional Sandstone aquifer production wells at the WTP site. They prepared plans and specifications for 12" diameter Sandstone aquifer wells, along with water quality sampling and step-drawdown testing. The variable and largely unconsolidated target production zone required careful field observation and coordination with the water well contractor to determine casing and total depths, as well as screened versus open hole construction. Upon completion, both wells produced excess of 1,000 gpm with chloride concentrations less than 30 mg/L using an open hole construction technique.

Monitoring Wells P&A for West Spring Lake Septic to Sewer Program

Charlotte County, FL

Project Relevance
- ✓ Septic-to-sewer program
- ✓ Monitoring wells
- ✓ Regulatory reporting

Kimley-Horn was engaged to support a septic-to-sewer conversion initiative by providing professional engineering services for the plugging and abandonment (P&A) of approximately 68 monitoring wells previously constructed by the County. As part of this effort, Kimley-Horn contracted a licensed hydrogeologist to develop detailed P&A plans in coordination with the County, the Southwest Florida Water Management District (SWFWMD), and the selected well contractor. The team conducted site visits to locate and assess each well, reviewed SWFWMD records to gather construction details, and developed technical specifications and bid documents to support contractor procurement. Kimley-Horn provided ongoing support throughout the bidding process and supervised

the P&A operations, which were executed by a licensed well contractor responsible for securing permits and submitting completion reports to SWFWMD. These reports were compiled into a comprehensive final report prepared by Kimley-Horn, which included location maps, data tables, and all applicable regulatory documentation. The report underwent multiple review cycles with both the client and the County to ensure accuracy and completeness prior to final submission.

West Villages Improvement District Regulatory Compliance Services

North Port, FL

Project Relevance

- ✓ Groundwater monitoring
- ✓ Regulatory compliance and permitting

Kimley-Horn is responsible for supporting the West Villages Improvement District (WVID) to manage and comply with the FDEP operating permit for the reuse distribution system. Groundwater monitoring is routinely sampled and analyzed for compliance. Through our regulatory services, Kimley-Horn has tracked aquifer behavior through quarterly groundwater condition reporting, which has led to permit modifications for updated water quality parameters. In addition to groundwater analysis and tracking, all required monthly, quarterly, and annual reporting is developed and submitted by Kimley-Horn or provided to the WVID for electronic submittals such as in the EzDMR system. Documents developed as part of the reuse distribution system permit management include:

- Quarterly groundwater sampling reports
- Annual Reuse Report
- Operations and Maintenance (O&M) Manual
- Cross Connection Control Manual
- Reuse Storage Pond Inventory
- WVID RDS Domestic Wastewater Facility Permit Renewal Application Package

Kimley-Horn is involved in the planning of the reuse distribution system to consult on the impacts on the permit and identify the viability of projects from a regulatory perspective. Finally, the project includes training WVID staff on developing discharge monitoring reports and managing and maintaining the requirements of the FDEP permit.

Water Quality Sampling

Lake Wales, FL

Project Relevance

- ✓ Water quality monitoring program
- ✓ Infrastructure screening
- ✓ Regulatory compliance

Kimley-Horn is partnering with the City of Lake Wales to develop a comprehensive Watershed Management Plan aimed at identifying flood-prone areas and improving water quality in Lake Wailes. As part of this initiative, an existing conditions model is being created using data from the City and other agencies to map floodplains for various storm events. This model will help determine the Flood Protection Level of Service for existing buildings and roads. In addition to the modeling work, Kimley-Horn is coordinating with the Florida Department of Environmental Protection (FDEP) to assist the City in applying for grants and preparing technical memorandums for project screening.

Complementing the flood risk assessment, Kimley-Horn is also conducting a year-long water quality monitoring program for Lake Wiles. This includes E. Coli sampling at four designated locations, twice per month, totaling 24 sampling events per site. These locations are aligned with up to two swim areas, and all samples are collected simultaneously. Kimley-Horn will coordinate the delivery of samples to a laboratory. Once all sampling events are completed, Kimley-Horn will analyze the results and prepare a technical memorandum summarizing the data and evaluating swim safety based on EPA guidelines. Additionally, Kimley-Horn will offer on-site training to City staff interested in learning proper sampling techniques.

Septic-to-Sewer Program Management and Design

Crystal River, FL

Project Relevance

- ✓ Septic-to-sewer program
- ✓ Estuarine location
- ✓ Over 17,000 lbs of nitrogen removed per year

This project consisted of the design, permitting, bid support, and construction support of three separate septic-to-sewer projects. These projects included Indian Waters Phase 1, Indian Waters Phase 2, and the Southern Sewer Expansion. Additionally, the team provided public relations support and delivered grant contract

compliance services. Lastly, our project partners provided assessment development services and legal review of assessment documents. The following projects were delivered under this contract:

Indian Waters Phase I and II Septic to Sewer. This projected involved two phases consisting of 320 septic tanks and one package plant. This assessment included an evaluation of the existing septic tanks and package plants within the area. The water system, roadways, easements, and City-held property were also assessed. The project also included grant application assistance and the design of a vacuum sewer collection system to eliminate the septic tanks and convey the wastewater to the City's system. The septic tanks and package plant contributed to the total nitrogen and total phosphorus impairment of Kings Bay and Crystal River by discharging effluent directly into canals and tributaries connected to Kings Bay and the Crystal River. **The project removed 3,534 lbs. of total nitrogen per year.**

Southern Sewer Septic to Sewer Expansion. Kimley-Horn tabulated the existing septic systems and delineated the septic to sewer area. We also quantified the nutrient reductions associated with the removal of the septic tanks. We prepared a preliminary layout of a sewer collection system to connect existing residents. Finally, we were successful in obtaining project funding through a state grant.

Project elements included a preliminary sewer system layout, lift station siting, project phasing, initial cost estimates, and identification of needed lots or easements. Grant compliance and public meetings and coordination were also part of this project. **The project removed 14,096 lbs. of total nitrogen per year.**

Jupiter Inlet Colony Neighborhood Rehabilitation

Jupiter Inlet Colony, FL

Kimley-Horn provided construction management and engineer of record services for the Jupiter Inlet Colony Neighborhood Rehabilitation. Jupiter Inlet Colony converted its existing 241 septic tank systems to a central gravity sanitary sewer system that will be operated by the Loxahatchee River District. This elimination of individual septic tank systems leads to significant reductions in nutrient loadings entering groundwater and surface water bodies, providing for a 100% reduction in total nitrogen and total phosphorus. **This conversion results in a 100 percent reduction in nitrogen and phosphorus loads from the septic tank systems.** Kimley-Horn designed all the new systems, reviewed the bid proposals for the Loxahatchee River District, and supervised the implementation of the construction, which finished 68 days ahead of schedule and almost $500,000 below budget. Kimley-Horn also obtained two grants from FDEP and SFWMD totaling $82,500, which will assist in offsetting the total assessment amount paid by the residents for these improvements. **As a result, Jupiter Inlet Colony is releasing 83% less "dirty" water to the surrounding water bodies.**

Project Relevance

- ✓ Septic-to-sewer program
- ✓ Reduction in nutrient loadings entering groundwater and surface water

Septic to Sewer Region 4B

Belleview, FL

Project Relevance

- Septic-to-sewer program
- Nutrient reduction benefit is 13,968 lbs.
- Regulatory compliance

The purpose of the Belleview Septic to Sewer Program was to identify projects that will eliminate onsite sewage treatment and disposal systems. This effort will meet legislative and regulatory requirements and provide a significant environmental benefit to the local waterways, most notably Silver Springs, by eliminating total nitrogen from the aquifer. Finally, the expansion of the City's sewer system is consistent with responsible utility growth and will provide infrastructure necessary to support future growth around the City. Silver Springs and the Silver River (Silver Springs Group) has a designated Basin Management Action Plan (BMAP) and is included in the Florida Springs Protection Act. The BMAP established a Priority Focus Area (PFA) for the Silver Springs Group, which is impaired by total nitrogen (TN). Septic tanks have been identified as a significant contributor of TN to the Silver Springs Group and the Department of Health will no longer permit them within the PFA. The removal of existing septic tanks is in compliance with the current update of the Silver Springs Group BMAP. The installation of central sewer to prevent the future construction of septic tanks will comply with the Florida Springs Protection Act. Due to the urgency placed on the health of the Silver Springs Group by the State the grants offered by the St. Johns Water Management District (SJRWMD) and the Florida Department of Environmental Protection (FDEP) have updated their requirements to allow for favorable/preferred rankings for projects that meet the BMAP objectives for septic tank removal. Kimley-Horn completed the initial study phase of the program, which resulted in a multi-year phased septic to sewer program. Phases are implemented based on funding cycles. Kimley-Horn has completed Phase 1 of the Belleview Septic to Sewer Program which included the installation of gravity sewer and the elimination of 120 residential septic tanks. The anticipated timeframe to perform design services was 4-5 month; however, when funding was delayed, Kimley-Horn expedited services to keep project on schedule and delivered the project design in two months. Kimley-Horn will continue to provide design services for subsequent phases which will occur annually and coincide with funding cycles. The City of Belleview identified six septic to sewer regions within the City's utility service boundary. These regions were further described in the City's Septic to Sewer Master Plan previously completed by Kimley-Horn. The City requested that Kimley-Horn provide the necessary design and permitting services for Region 4B associated with the Septic to Sewer Master Plan. Region 4B is comprised of approximately 9,100 LF of gravity sewer, 7,350 LF of force main, associated manholes, and one lift station. Region 4B is located north of the City and is approximately bound by SE 105th Place to the north, SE 73rd Avenue to the west, SE 74th Terrace and SE 110th Street Road to the south, and SE 92nd Loop to the east. This project was funded by a variety of state grants and funding sources. The design for Region 4B included was limited to engineering design plans prepared to the level of detail required by the permitting or grant issuing agencies with the understanding that a final constructable set of plans and specification will be provided under a separate IPO once additional funding is secured.

Soleta Water Quality Monitoring

Myakka City, FL

Project Relevance

- Integrated water quality monitoring
- Regulatory compliance

Kimley-Horn was retained by Altcess Real Estate Group to provide professional environmental consulting services for surface water quality monitoring at the Soleta Development. In accordance with the August 2023 Surface Water Quality Monitoring Plan, Kimley-Horn is conducting monthly monitoring at five designated locations throughout the construction phase, continuing through the end of 2025. Sampling is performed in compliance with Florida Department of Environmental Protection (FDEP) Standard Operating Procedures and includes collection of grab samples for laboratory analysis of bacteriological indicators (e.g., E. coli), major cations and anions, nutrients, and total suspended solids. Field parameters such as pH, temperature, turbidity, dissolved oxygen, and specific conductance are also recorded during each event. All sampling and analysis activities are conducted in accordance with Chapter 62-160, Florida Administrative Code (F.A.C.). Kimley-Horn prepares annual reports summarizing the monitoring data, including field sheets, chain of custody documentation, and analytical results, which are submitted to Manatee County in PDF format. Analytical results are compared to Florida's surface and groundwater quality standards as outlined in Chapter 62-777, F.A.C., ensuring regulatory compliance and environmental stewardship throughout the development process.

IV. Project Control

IV. Project Control

A. Schedule

1. Techniques to Help Meet Schedule

Kimley-Horn uses proven strategies to keep projects on schedule, beginning with assigning the right staff who are available for the full duration of each task. Our workload forecasting tool, Castahead, supports this by facilitating regular meetings with department managers to review backlogs, deadlines, and resource availability. Weekly production meetings at both local and regional levels—across Florida's 22 offices—enable us to monitor workloads and allocate resources efficiently, helping us meet deadlines and deliver projects on time.

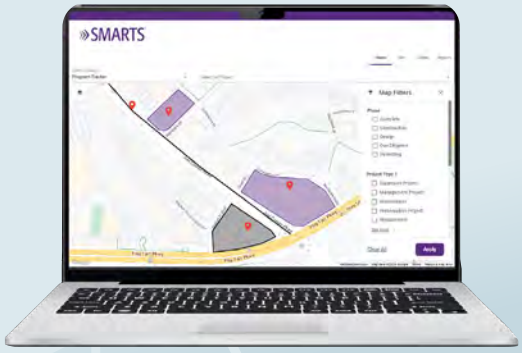
We approach construction scheduling as a collaborative process, working closely with stakeholders to understand existing conditions, future constraints, and community concerns. Based on the specific needs of each project, we assign staff to develop a tailored construction schedule. Early stakeholder engagement helps us identify ways to minimize impacts on residents and businesses, and this input informs phasing options that are reviewed collaboratively. With experience coordinating construction services on over 20 projects, **Jennifer Briggs, PMP,** brings the insight needed to keep schedules focused and on track. Kimley-Horn has a strong record of successfully phasing projects and looks forward to applying this expertise to support Charlotte County.

SMARTS: Kimley-Horn's Smarter Way to Manage Projects

Kimley-Horn's project and program management platform, SMARTS, is an accessible web-based platform that can help project teams input, organize, and track project and program information to give team members and contractors a single source of up-to-date information. No matter the size, type, or location of your projects, SMARTS is scalable and customizable, delivering an intuitive user experience unlike other platforms.

SMARTS Features and Benefits

- *Optimize Data Organization:* Define the information you want to track and store important project documents, making it easier to find and share data.
- *Collaborate with Ease:* Simplify coordination between project team members with transparency into the work that needs to be done during every phase of the project lifecycle.
- *Streamline Reporting:* Break down communication barriers by sharing the right information, with the right people, at the right time.
- *Maximize Efficiency:* Monitor project status and stay on top of deadlines to prevent interruptions to project schedules.



2. Who will be Responsible to Assure that Schedule will be Met?

Your project manager, Jennifer Briggs, PMP, and the project management team will be responsible for all deliverables and will help ensure deadlines are being met. They will work to identify the community's critical measures of success and deliver to meet that expectation. Jennifer will work to manage these requirements with the County to deliver results in a timely manner. She will facilitate the development of a project schedule defining key dates and milestones to meet the goals of the County

Throughout this project, the County can expect Jennifer to provide:

- Progress reports that highlight all task-related activities and allow identification and resolution of problems or issues before they affect the schedule and budget
- Regular and concise technical reports that summarize the findings of each specific task so that all project team members can continually evaluate the project's progress
- Ongoing electronic communications among all members of the project team, including e-mail to keep up with the progress of the project and upcoming meetings and activities
- User-friendly invoices so you can stay up-to-date on all project management activities

B. Cost

Effective cost control for this water quality monitoring project begins with a strong understanding of the County's systems, data collection processes, and the right personnel to engage. These are relationships that Jennifer Briggs, PMP, and our team have developed over time, allowing us to streamline coordination and reduce inefficiencies. Our project management team, led by a certified PMP with a proven track record on similar water quality and regulatory compliance projects, brings the structure and foresight needed to keep efforts on track and within budget. By collaborating closely with County stakeholders and aligning internal milestones with future construction timelines, we will help ensure that each phase—from monitoring to implementation—is executed with precision and fiscal responsibility.

1. Cost Control Techniques

We deliver services based on a clearly defined scope and fee agreed upon with our clients, typically on a lump sum or hourly basis. Our experience allows us to accurately estimate costs and manage our efforts to meet commitments—reflected in the strong relationships we maintain with repeat clients.

Our accounting system supports precise tracking, with progress reviewed at least monthly and shared with clients regularly. Any necessary changes to scope or fee are communicated promptly with proposed solutions.

To support cost control for the water quality monitoring project, we use Kimley-Horn's Project Management Information System (PMIS), integrated with our proprietary Castahead program. This enables forecasting over one- and six-month periods and mid- and end-of-month task reviews to ensure budget alignment.

At project kickoff, we hold a scoping meeting to define goals, clarify expectations, and distinguish between essential needs and enhancements. This early alignment is critical, as design and data collection decisions directly impact future infrastructure costs. Throughout the project, we apply value engineering and strategic resource allocation to minimize unforeseen costs and support long-term affordability.

Value Engineering

Implementing value engineering requires brainstorming, experience with similar decisions and project understanding. We recognize that the best value is provided by the solution that maximizes the benefits at the best price (considering initial and long-term costs), while meeting the overall design intent and the users' expectations. Collectively the Kimley-Horn team brings valuable knowledge through years of experience with similar projects.

Control System Operation

Good documentation is essential. Kimley-Horn expects its project managers and teams to maintain appropriate records of projects and activities. Documentation that is retained for a project should ideally be kept in a way that allows someone outside the project team to pick it up and use it immediately without a loss of critical function. The method and degree of documentation is largely a preference related to the project, client, and personnel involved. However, there are key pieces of documentation that should be part of every project file regardless of the project's size or type. All documentation kept as part of the project record should be kept current as well.

Kimley-Horn uses both electronic and hard-copy filing systems. For consistency and ease of access, whenever possible, original hard-copy documents such as executed contracts and red-lined documents will be scanned and added to the electronic filing system. Original hard-copy correspondence from Charlotte County will be maintained in the hard-copy filing system.

2. Ability to Meet Project Cost Control

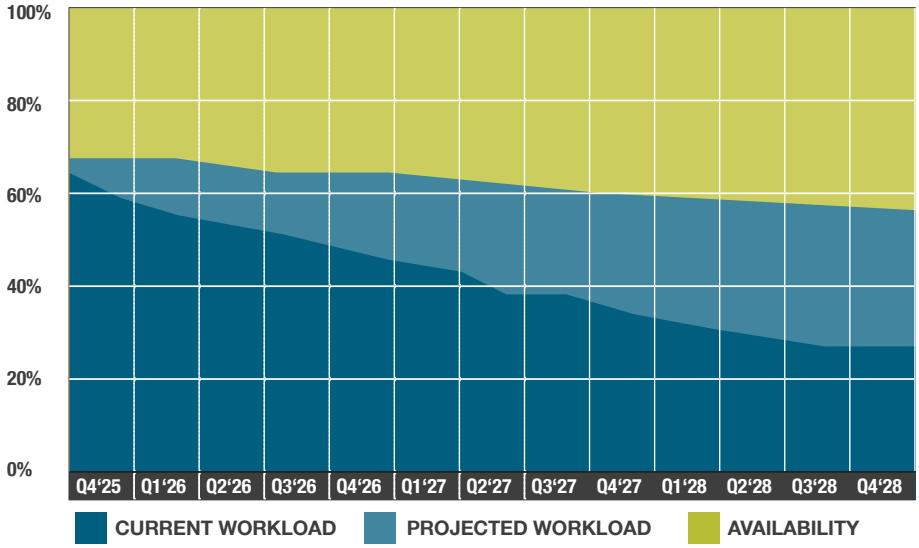
Our ability to meet project cost control goals is demonstrated by our long-standing track record of delivering projects for Charlotte County on time and within budget. Our team is well-versed in the County's internal processes, approval workflows, and key personnel—knowledge that allows us to navigate project requirements efficiently and avoid unnecessary delays or costs. Over the past several years, we've processed minimal change orders on County projects, with most being client-driven for additional services beyond the original scope . This success stems from our commitment to listening closely to our clients, clearly defining expectations, and making informed design decisions from the beginning of each project. We maintain organized records of all project correspondence and prioritize proactive communication, ensuring that any potential impacts to schedule or budget are addressed early. With core values rooted in honesty and integrity, our team is dedicated to building trust and transparency throughout the life of the project.

3. Who will be Responsible for Cost Control?

Jennifer Briggs, PMP, will be the main point of contact for this contract and will be fully responsible for cost control throughout the duration of the project. Additionally, with the support of **Lewis Bryant, PE**, and **Alan Garri, PE**, on the project management team, you can be assured that the project costs will remain in control.

C. Recent, Current and Projected Workload

Prior to selecting staff for this assignment, our team reviewed our Castaheads program and projected our workload and availability for the next 18 to 24-month period. We are confident we have the availability of our team for the duration of the project. This project fits perfectly into our schedule. Our staff will be available during the times needed and not only our team as portrayed in this proposal, but also various professional personnel nationwide that can 100% be pulled in to assist if needed. The table on the following page outlines our staff's recent, current, and projected workloads.



Ensuring Availability

Your Kimley-Horn team is passionate, committed, and excited to see the outcomes of this project. We understand that long-term success depends on a stable, dedicated team. Kimley-Horn is built for that kind of continuity—our 58-year history of financial strength supports our ability to deliver responsive, high-quality service. With a year-to-date turnover rate of just 6.4%, the County can be confident that the proposed team will remain engaged throughout the duration of the contract. We also acknowledge that no personnel changes will be made without the County's written approval.

Recognizing that every project brings its own set of challenges, we focus on proactive planning and adaptability. We use workload forecasting to manage resources effectively and to help ensure we stay ahead of potential issues while delivering consistent results.

Project Team Availability

The project team members assigned to this contract will be involved and available to the County for the entire duration of the contract. Current availability percentages are illustrated below.

Staff Member	Availability
Jennifer Briggs, PMP	65%
Alan Garri, PE	45%
Lewis Bryant, PE	45%
Ashley Miele, PE	55%
Tom Jensen, PE	45%
Kellie Clark, PE	40%
Kira Hansen, PhD, PE	60%
Karin Teuffer, PE	55%
Teddy Mullet, EI	60%
Kelly Smith, PE	45%
Kim Arnold, PG	50%
Bill Spinner, PG	50%
Chloe Johnson	60%
Jeff Goodwin	45%
Madeline Kender, PE	45%
Chris Niforatos, PE	40%
Rick Browne, CHMM	45%
Ramon Diaz	40%
Ronnie Van Fleet, PWS	55%

V. Present Proposed Design Approach for This Project

V. Present Proposed Design Approach for Project

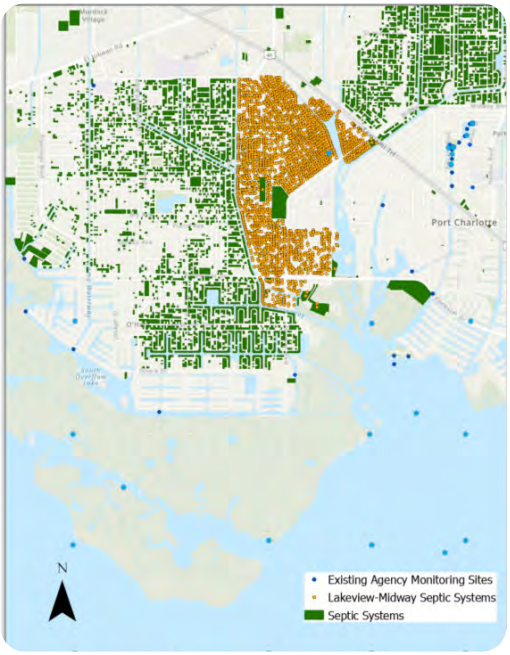
Kimley-Horn has a strong understanding of the baseline water quality data, existing conditions, and regulatory requirements in the project areas to support Charlotte County's goals and objectives. The conversion of onsite sewage treatment and disposal systems (OSTDS, AKA septic systems) to sanitary sewer systems can protect, conserve, maintain and improve surface and groundwater quality, wildlife habitats and living marine resources minimizing negative environmental impacts within the built environment.

We understand that Lakeview/Midway and Cape Haze are unique projects, with two separate timelines for septic-to-sewer conversion (S2S). We've highlighted our understanding of each of the project areas and some key considerations that will help to move this project forward to achieve sustainable water management and conservation goals in Charlotte County.

Lakeview/Midway

The Lakeview/Midway area's surface water discharges into Alligator Bay through Pelican Waterway and West Spring Lake. Alligator Bay is located within the Florida Outstanding Water of Gasparilla Sound – Charlotte Harbor Aquatic Preserve. Per the FDEP, there is no Alternative Restoration Plan, Total Maximum Daily Load (TMDL), Basin Management Action Plan (BMAP) or Waters not Attaining Standards (WNAS) within the Lakeview/Midway area. Charlotte County has five final surface water monitoring sites located upstream and downstream of the Lakeview Mine area. Additionally, there are three proposed surface water monitoring sites near Alligator Bay, the receiving waterbody for the Lakeview/Midway Area.

Kimley-Horn also understands that Lakeview/Midway S2S conversion is set to begin construction in late 2026 with completion occurring in 2029. It is also understood that Lakeview/Midway conversion will be completed in phases. Some of the septic systems in the Lakeview/Midway area were originally installed in the 1950's with the potential for septic tank degradation. The water quality monitoring plan will take into account the age and location of the septic systems along with the existing data collection from participating stakeholders.



Cape Haze

The surface water from Cape Haze area discharges to Lemon Bay. Lemon Bay is located within the Florida Outstanding Water of Lemon Bay Aquatic Preserve. Per the FDEP, there is no Alternative Restoration Plan, Total Maximum Daily Load (TMDL), Basin Management Action Plan (BMAP), however, Lower Lemon Bay is classified as Waters not Attaining Standards (WNAS) with a Fecal Coliform impairment. Charlotte County does not have any identified surface water monitoring sites located in the Cape Haze area. The CHNEP's Water Atlas has multiple data collection sites location in Lemon Bay near Cape Haze.

With Cape Haze Septic to Sewer conversion not anticipated in the next 5 year improvement plan, the monitoring phase of Cape Haze will be limited to only pre-construction monitoring. Due to the availability of data in the Cape Haze area and the timeline for construction, we anticipate the focus of this monitoring plan to be an analysis of existing data and gathering additional baseline data from this location. When the construction does commence, we will use the project at Lakeview/Midway to apply lessons learned. Water quality monitoring will proceed for 12 months before transitioning to closeout.

Project Approach

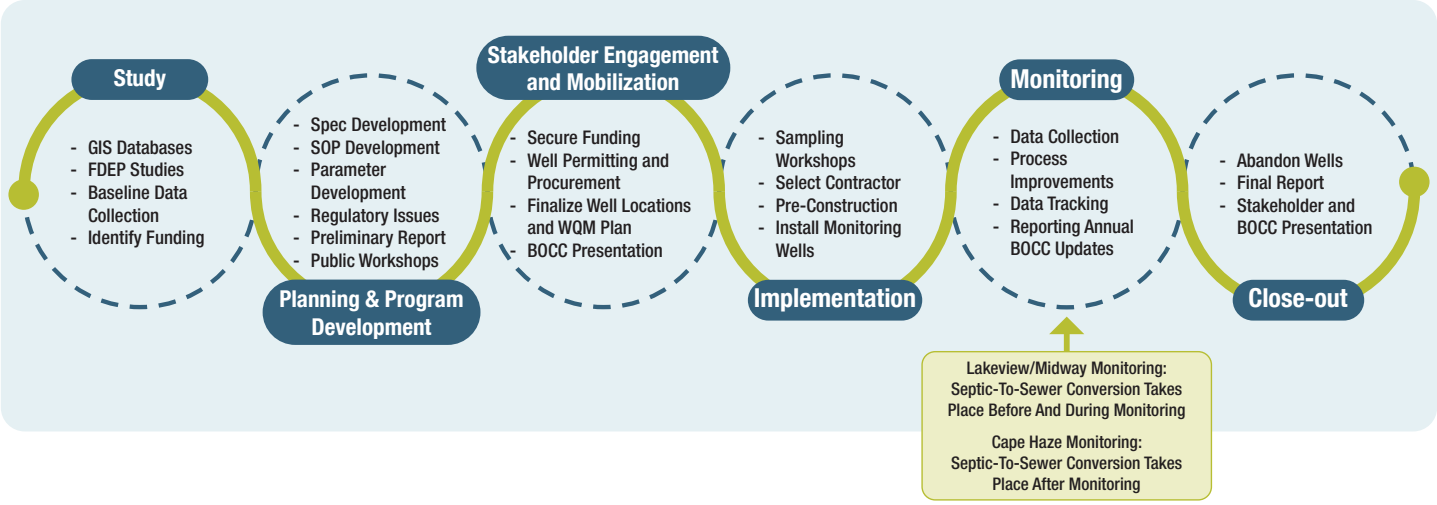
Kimley-Horn has conducted a thorough due diligence of the baseline data and existing conditions data for the Lakeview/ Midway and Cape Haze project areas to support Charlotte County's goals and objectives and to expedite this water quality monitoring program project.

We recognize the crucial findings from previous studies highlighting significant nutrient and microbial pollution attributed to septic systems in Charlotte Harbor. These insights reveal that septic systems can substantially contribute to high levels of nitrogen, phosphorus, and bacterial pollutants, exacerbating eutrophication and impairing water quality in this vital estuarine ecosystem.

Leveraging this valuable information, Kimley-Horn will develop a comprehensive water quality monitoring program tailored to the needs of each septic-to-sewer project area. Our approach will include the installation of additional monitoring wells to provide detailed data on groundwater contamination and pollutant transport mechanisms. We will expand surface water sampling, particularly at key canal discharge sites, and utilize stable isotope analyses to trace pollution sources accurately .

By integrating these advanced monitoring techniques with geospatial data, we will create precise heat maps and models to identify critical areas contributing to nutrient loading. This strategic program will enable Charlotte County to monitor and mitigate nutrient loading effectively, ensuring a smooth transition from septic systems to centralized sewer systems and ultimately safeguarding the water quality in Charlotte Harbor for future generations.

The project approach includes data review and baseline data collection, planning and development of the water quality monitoring program, stakeholder engagement, and mobilization of the monitoring well sites. This encompasses finalizing well locations and the water quality monitoring plan, implementing the water quality monitoring plan, monitoring, and closeout.



We Know Your Watershed

The existing conditions matter, and we are going to make sure no detail is left unseen. Here are some of your existing project area conditions we are going to consider for developing a comprehensive water quality monitoring program:

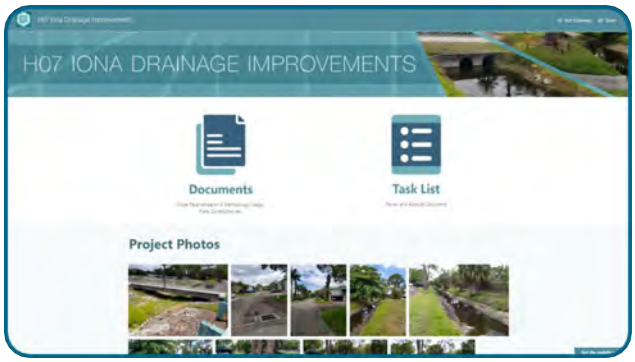
- **Nearby Sanitary Sewer Overflows (SSOs):** Our teams long-term program management of CCU's regulatory compliance has included an in-depth knowledge of SSOs close to the Lakeview/Midway and Cape Haze project areas. These SSOs can impact the baseline water quality of your system.
- **Accounting for Wet/Dry Season Trends & the "First Flush":** Season trends effect surface water contamination, risk of algal blooms, and groundwater table elevations. Baseline monitoring and data collection will help us model this and apply this knowledge to the monitoring plan to ensure better quality and effective monitoring sites and analysis.
- **Existing Water Quality Monitoring Practices:** The existing water quality conditions of the area are critical for consideration in accurate parameter limitations and development of the water quality monitoring program for the S2S project areas.

Project Management, Communication, and Staff Integration

As part of our preliminary efforts to provide a comprehensive, effective, and sustainable water quality monitoring program, and to add value to our recommendations, we will begin by helping to ensure our team is integrated with your staff and stakeholders. We recognize that it is important to make sure that each staff member's input is recognized in an approach that will achieve the objectives of both staff and key stakeholders as identified by staff in our early discussions. This approach will help ensure not only that we are providing a complete water quality and drainage study, but we will deliver a partnership of trust that will benefit your continued growth into the future.

Our commitment to staff integration goes far beyond the initial phase of this work. It will continue throughout the duration of the project. This focus on regular communication will strengthen the development of the study and the proposed design solutions. This approach also helps recognize strategies for cost sharing between strategic initiatives and identifying sources of external funding.

To provide transparency throughout the duration of the project, a project management team website can be created. This website is secure and would be available to the Kimley-Horn team and County staff only. Here, project deliverables and their due dates and statuses are tracked. This also allows the full project team – including the County – to have access to all final deliverables at any time during the duration of the project. This is just one tool that our project management team can leverage as we complete this project for Charlotte County.



Internally, our team has several in-house tools to stay connected and work seamlessly between offices. This commitment to shared resources is part of our overall culture to ensure we bring the right experts and resources to your project. Specifically, for this project, that means that we will be able to work with the County to set a schedule that meets the needs of each of the two monitoring areas.

Initial Data Gathering

Charlotte County's strategic central location relative to our Sarasota and Fort Myers offices places Kimley-Horn in an ideal position for efficient and effective data gathering. Our proximity allows our regional experts and field staff to ensure that all necessary data collection is completed on schedule. Additionally, our drone capabilities will complement in-person site visits, enabling our team to reference high-resolution site information from our desktops throughout the project's duration.

To observe existing environmental conditions firsthand, our team will conduct comprehensive environmental assessments, including gathering groundwater and surface water quality samples. Additionally, we will gather and review existing groundwater and surface water quality data and reports from Charlotte County, the Department of Health, the Florida Department of Environmental Protection (FDEP), and the Southwest Florida Water Management District (SWFWMD). **Kimley-Horn's attention to detail, record-keeping, and data tracking ensures a thorough analysis of all relevant information.** Our extensive experience with water quality monitoring throughout Manatee and Sarasota counties, combined with our established relationships with local FDEP and SWFWMD personnel, will be instrumental in the project meeting the County's objectives.

By identifying broader trends and best practices from state-wide septic-to-sewer conversion projects, we can pinpoint opportunities to enhance the current monitoring program. Comparing baseline data and previous Charlotte County Utilities (CCU) initiatives to studies from the FDEP, SWFWMD, and other relevant organizations will enable us to implement the most effective strategies.

Developing a Scientifically Defensible Water Quality Monitoring Plan

To develop a scientifically defensible monitoring plan that accurately represents water quality conditions in both the Lakeview/Midway and Cape Haze areas, it is crucial to ensure that the selection of monitoring well locations effectively measures water quality before, during, and after construction.

Our review of data, representative studies, and collaboration with Western Michigan University (WMU) will contribute to the meticulous development of the water quality monitoring plan. Previous studies by the County have recommended groundwater monitoring parameters such as fecal coliforms, Enterococcus, E. coli, nutrients (total nitrogen, total phosphorus, soluble reactive phosphorus, ammonia, nitrate), biochemical oxygen demand (BOD), seasonal high water table depth, sucralose, acetaminophen, and aqueous nitrogen isotopes. Utilizing recommendations from these studies, along with baseline monitoring results and input from regulatory agencies, we will determine the most appropriate water quality parameters for the project areas.

Water Quality Parameter Recommendations

As part of developing the water quality monitoring plan, we will provide water quality parameter recommendations. The parameter recommendations will be developed from our team of surface water, groundwater, and environmental experts with consideration of the following components:

- **Local, state, and federal water quality regulations and standards**
- **Hydrology of the project area**, including groundwater flow, surface water interactions, and the influence of site-specific factors such as tidal influences and stormwater runoff, is crucial.
- **How different pollutants behave in water**, their sources, transformation processes, and potential impacts on the environment and public health
- **Historical water quality data and trends** from previous studies and monitoring efforts
- **Advanced analytical techniques**, such as stable isotope analysis,
- **Emerging contaminants and advancements in water quality monitoring technologies**
- **Working with experts and stakeholders**, such as WMU and SWFWMD, FDEP, and CHNEP

Equipment Procurement and Provision

We will provide recommendations for the most suitable water quality monitoring equipment, including monitoring wells, sampling tools, and data logging instruments, ensuring that the selected tools and instruments are aligned with best practices and are capable of delivering high-quality, accurate data.

Development of SOPs

Develop comprehensive Standard Operating Procedures (SOPs) for water quality monitoring to ensure that every aspect of the monitoring process is clear, consistent, and aligned with best practices and regulatory requirements. These SOPs will be based on the FDEP Standard Operating Procedures for Field Activities. These SOPs will cover all methodologies, equipment handling, data collection protocols, and quality assurance procedures to safeguard the integrity of the monitoring process.

Site Selection

In collaboration with WMU, we will determine the optimal locations and number of monitoring wells to ensure representativeness and compliance with regulatory standards. Additionally, continuous coordination and partnership with representatives from FDEP will be maintained throughout the project.

Preliminary Report and Stakeholder Engagement

Based on developments during the data review and baseline data collection phase, we will prepare a preliminary report and engage stakeholders to ensure transparency and incorporate feedback into the final monitoring plan. Kimley-Horn is sensitive to the pivotal role of meaningful public involvement programs. We are known for enabling residents to provide input into the project and to understand the project's priorities. By executing this comprehensive and collaborative approach, Kimley-Horn ensures that the water quality monitoring plan for Lakeview/Midway and Cape Haze is scientifically defensible and effective in protecting water resources throughout the project's lifecycle.

We understand that some projects require community involvement and acceptance, and we have developed effective methods of bringing the community into the process. Kimley-Horn is committed to conducting public participation programs that educate, inform, and build consensus for a particular solution. Each project is different in terms of the stakeholders and the critical issues involved; thus, each public involvement program must be tailored to specifically address the project's needs. Some of our public involvement services include:

- Newsletters
- Town Hall Meetings
- Stakeholder Meetings
- Informational Mailings
- Press Releases
- Media Interviews
- Informational Residential Door Hangers
- Advertisements
- Brochures
- Educational Seminars
- SmartBoard Presentations
- PowerPoint Presentations
- Interactive Websites

Mobilization Phase

Following valuable input from the public and the Board of County Commissioners (BOCC), Kimley-Horn is excited to move into the mobilization phase of the water quality monitoring project for Lakeview/Midway and Cape Haze. This phase will kick-off the first steps of implementing a comprehensive monitoring program tailored to protect and enhance the water quality in these areas.

- **Securing Funding & Resources:** To ensure the success of this initiative, our team will assist with securing the necessary funding. By leveraging grants, subsidies, and other funding opportunities, we aim to provide financial support for the project, ensuring that it remains on schedule and within budget.
- **Finalizing Plans & Locations:** During this phase, we will finalize the locations for the monitoring wells and the overall water quality monitoring plan. Our team will work closely with regulatory agencies, stakeholders, and experts from Western Michigan University (WMU) to confirm that the chosen locations and parameters are optimal for comprehensive and accurate data collection.
- **Assistance with Procurement of Contractor and Equipment:** We will create detailed bid documents for well construction to ensure transparency and consistency in the procurement process. These documents will include precise specifications, timelines, and performance standards to guide contractors and stakeholders, facilitating smooth and efficient implementation of well construction activities. Furthermore, we will assist throughout the bid process and serve as a representative for the County to answer questions, review quotes, and provide recommendations for awarding contracts.
- **Presentation to the BOCC:** We understand the importance of keeping the public and elected officials well-informed. As we finalize the mobilization phase, we will provide a detailed presentation to the BOCC. This presentation will include the finalized monitoring plan, a summary of mobilization activities, and an update on the overall project progress. The presentation will ensure transparency and provide an opportunity for the BOCC to engage with the project details and provide valuable feedback.

Implementing the Water Quality Monitoring Plan

The next phase of our approach involves the implementation of the water quality monitoring (WQM) plan, a critical step in ensuring that the comprehensive plan is executed effectively and efficiently. This phase includes the following key tasks:

- **Contractor Selection and Coordination:** Our first task is to select a qualified contractor to implement the monitoring plan. Kimley-Horn will handle the coordination with the selected contractor, ensuring they understand the precise locations for site installations, assign identification numbers for each location, finalize construction documents, and acquire necessary permits. By managing these logistical and administrative tasks, we ensure that the implementation proceeds smoothly and adheres to all regulatory requirements.
- **Installation of Monitoring Wells:** The contractor will proceed with the installation of the monitoring wells. Kimley-Horn will oversee this process to ensure that the wells are installed according to the finalized plans and specifications. We will coordinate closely with the contractor to address any challenges that arise during installation and to verify that all installed wells meet the required standards.
- **Sampling Workshops and Training:** We will organize and conduct sampling workshops to train project team members on the SOPs developed during the planning phase. These workshops will ensure that all team members are well-versed in the monitoring protocols, data collection techniques, and equipment handling. Proper training is essential for maintaining data integrity and consistency throughout the project duration.

Monitoring Phase: Ensuring Comprehensive Water Quality Data Collection

The monitoring phase is the longest and one of the most critical stages of our water quality monitoring (WQM) project. We recommend monitoring over a minimum of 12 months of baseline data collection to encompass a full annual cycle, providing valuable insights into the water quality dynamics of the project areas. However, depending on resources available, we can take a more conservative approach and collect a representative sample in various wet and dry weather periods.

Our primary goal during this phase is to ensure precise and accurate collection and analysis of water samples, fully adhering to established protocols and quality control standards. This commitment to rigor and reliability is fundamental to the success of the WQM project.

Our team will coordinate with the data collection staff to ensure the SOPs are followed. Additionally, Kimley-Horn will be the digital repository for logging field collected data and chains of custody to assure quality control. Our team will oversee all laboratory analyses, collaborating with the CCU certified compliance laboratory or outsourced labs to ensure precise and accurate results. To ensure accurate water quality analysis, the laboratory results will be reviewed for QC/QA. During the monitoring phase of the project, we will determine when an error may have been introduced into the sampling through the investigation of data that is significantly higher or lower than the baseline data sets. Our team will serve as a data storage for collected samples and lab results. It is anticipated that this data will be made publicly available for analysis by the local scientific community.

Final Stage: Comprehensive Reporting, Stakeholder Presentation, and Well Closure

The final stage of our water quality monitoring (WQM) project aims to consolidate and report all the data collected throughout the project, ensure stakeholder engagement, and responsibly conclude monitoring activities. This stage will ensure that all findings are effectively communicated and that the project is concluded in an environmentally responsible manner.

- **Comprehensive Final Report:** Kimley-Horn will compile a comprehensive final report that details the water quality findings from the 12-month monitoring period. This report will include an analysis of wet/dry season variations, the effectiveness of the septic-to-sewer conversion, and overall water quality trends in the project areas. The report will adhere to established protocols and quality control standards to ensure accuracy and reliability. It will also include recommendations for future monitoring and management strategies to maintain and improve water quality.
- **Stakeholder Presentation:** To ensure transparency and engagement, we will present the final report to the BOCC and other stakeholders. This presentation will summarize key findings, outline the implications for water quality management, and provide an opportunity for stakeholders to ask questions and provide feedback. Engaging stakeholders in this manner ensures that they are well-informed and can contribute to the ongoing stewardship of water resources in Charlotte County.
- **Well Plugging and Abandonment:** Following the completion of data collection and analysis, we will assist with the procurement and oversight of the plugging and abandonment of the monitoring wells . Kimley-Horn will ensure that this process is conducted in accordance with regulatory requirements and best practices. Proper well plugging and abandonment are crucial to prevent any future environmental contamination and to restore the sites to their natural state.

Comprehensive Approach for Success

Kimley-Horn is dedicated to delivering a comprehensive and effective water quality monitoring program. Our systematic process, which emphasizes thorough data analysis, collaboration, meticulous planning, and effective communication, ensures that the project meets its objectives and earns the trust and support of both the public and the BOCC.

Our efforts will help demonstrate the positive impacts of the County's One Charlotte, One Water initiative and their commitment to improving water quality in Charlotte County, benefiting both the environment and the community. Kimley-Horn aims to deliver an exceptional Water Quality Monitoring Program through a structured and collaborative process that guarantees high-quality results and impactful outcomes.

VI. Present Examples of Recently Accomplished Similar Projects

VI. Present Examples of Recently Accomplished Similar Projects

Celery Fields Regional Stormwater Facility

Sarasota County, FL

Reference Information:

Name: Peter Peduzzi, Sarasota County

Telephone number: 941.650.5057

The Kimley-Horn team planned, designed, and permitted the Celery Fields Regional Stormwater Facility (CFRSF), a highly successful Legacy Project for Sarasota County. The CFRSF is a multi-functional regional stormwater facility located in the Phillippi Creek Drainage Basin, the largest drainage basin in Sarasota County with a long history of flooding. The primary function of this 400-acre facility is flood storage.

Kimley-Horn provided design services for the expansion of this stormwater facility to include the South Cell and Walker Tract. The Celery Fields project demonstrated 1) an expansion of a traditional stormwater management concept into a multi-faceted water resources project, 2) successful collaboration of engineers with the client, environmental, and land planning professionals, 3) creative and cost-effective design solutions for public health and safety needs, and 4) integration of engineering design with the added public value of measurable economic, social, recreational, and sustainability benefits.

To complete its investigation and evaluation of stormwater reuse opportunities at the CFRSF, Kimley-Horn developed annual and seasonal water budgets and compared potential water supply with reuse demands. Dry season water budgets of inflow, groundwater losses, storage and potential withdrawal were developed. Groundwater modeling using the ModFLOW groundwater model was conducted to evaluate a horizontal well system as a means of withdrawing potential reuse water from the CFRSF. Stormwater reuse was anticipated to offset irrigation water demands and improve water quality by reducing runoff volumes to Sarasota Bay, hence reducing pollutant loading.

As part of the Celery Fields Integrated Water Resources Plan, Kimley-Horn conducted:

- Development of flood protection enhancement alternatives, hydrologic/hydraulic modeling, analysis design, and permitting.
- Investigation and evaluation of stormwater reuses opportunities for alternative water supply and water quality benefits.
- Analyzed basin hydrologic and hydraulic characteristics and responses to develop methods for enhancing the flood storage in this 400-acre regional facility.

The CFRSF project has won numerous awards including:

- Environmental Excellence Award from the National Association of Environmental Professionals (NAEP) in the category of Conservation, February 2013
- Florida Institute of Consulting Engineers (FICE) - Engineering Excellence Honors Award in the category of Water Resources, January 2014
- Outstanding Achievement Award – Florida Stormwater Association (FSA) by Sarasota County Public Works/ Public Utilities, June 2014
- US EPA Gulf Guardian Award – Certificate of Appreciation, March 2015
- Sarasota Audubon Awards- One World Award (Sister Cities Association to promote cultural diversity and ecotourism), Audubon Chapter of the Year, Leadership Award, Conservation Partner of the Year (CFGC), Gulf Coast LEEdership Award for Nonprofit Construction (Building LEED Gold Certified- Net- Zero Energy Use)

According to Sarasota County Project Manager Peter Peduzzi: “Project expectations were exceeded because challenges were turned into enhancements for the benefit of the citizens of Sarasota County. Because of proactive asset management by the consulting firm and leveraging of County assets, the project evolved into a watershed park that provides enhanced flood protection, a haven for nature lovers, and a park that offers multiple recreational opportunities. The Celery Fields Regional Stormwater Facility is now a hiking, biking, environmental, and birding destination unlike any in the southwest Florida area.”

1. **Schedule control:** The Best Management Practice Water Quality Study monitoring plan required obtaining and analyzing water quality samples over two years on a strict pre-approved schedule under different flow conditions. The schedule that was met allowed Sarasota County to get Florida Department of Environmental Protection reimbursement through a 319 grant within 30 days of the final report.
2. **Cost control:** Cost control measures included chain-of-custody streamlining for sample collection, pickup, and analysis through an autosampler and a telemetry system that picked the right flow regimes for seasonal data collection. We also used autosampling equipment already owned and several repurposed and outdated traffic control boxes from the client to keep equipment costs down for the client.
3. **Any additional costs caused by design deficiencies, not program change:** The water quality monitoring program followed the pre-approved plan and worked outstanding with no additional costs to the client.
4. **Experience designing and implementing water quality monitoring programs:** Our experience with the specialized equipment, the functioning of the facility cells, and producing a sampling design that was reasonable, affordable, and scientifically defensible led to a well written and succinct report with conclusive evidence of nutrient reduction from the various BMPs.
5. **Experience interpreting water quality results in complex hydrological environments:** Data were analyzed via various statistical analysis methods. Rhodamine water flow studies were also used to determine water retention times in each of the cells under different flow conditions and at the outfall for the facility.
6. **Success in adaptive monitoring over long project timelines:** Routine monitoring of the water quality and flow data indicated that one of the autosamplers was frozen. This equipment malfunction was fixed before the composite samples were taken for one of the more extreme events.
7. **Challenges encountered and solutions implemented (e.g., field logistics, coordination, communication):** One of the more interesting challenges that we had was that one of the flow meters had to be reinstalled after an alligator using the culvert presumably moved this heavy structure and temporarily altered flow measurements. The water flow devices were effectively re-installed with scuba diving equipment and affixed to the inside of the culvert so that they were oriented with water flow from the receiving cell.

Blackburn Water Conservation

Sarasota, FL

Reference Information

Name: John Lydon, Neil Communities

Telephone number: 678.410.3576

Kimley-Horn and Associates, Inc. was engaged by Neal Communities to conduct quarterly ambient surface water quality monitoring for the Blackburn Water Conservation area, in accordance with the November 2010 Monitoring Plan. This monitoring was a regulatory requirement tied to the development's progress, currently reported at 85% of its total capacity. Kimley-Horn performed quarterly surface water sampling—twice during the dry season and twice during the wet season—at six designated locations. Sampling included field parameter collection and laboratory analysis for primary organics, including herbicides and pesticides, following EPA Methods 8151 and 8081, respectively. These analyses were conducted on a rotating basis at select stations during the rainy season. All sampling and analysis procedures adhere to Chapter 62-160 of the Florida Administrative Code (F.A.C.). In addition to fieldwork, Kimley-Horn prepared an annual monitoring report summarizing the quarterly results, tabulating data, and evaluating findings against Florida's surface and groundwater quality standards as outlined in Chapter 62-777, F.A.C. The report was submitted to the Sarasota County Water Resources Division, supporting Neal Communities in maintaining environmental compliance and transparency.

1. **Schedule control:** The sampling events occurred once every quarter and an annual report was submitted to Sarasota County at the conclusion of the fourth quarter event.
2. **Cost control:** The budget for each event was determined by labor to collect the samples and prepare reports, laboratory costs, and expenses for equipment.
3. **Any additional costs caused by design deficiencies, not program change:** None

4. **Experience designing and implementing water quality monitoring programs:** Kimley-Horn developed a sampling regiment and identified locations to demonstrate compliance. Kimley-Horn coordinated with a certified lab for testing and prepared reports and analyses for consideration by Sarasota County.
5. **Experience interpreting water quality results in complex hydrological environments:** Results from monitoring were reviewed monthly, quarterly, and annually to determine compliance with aforementioned F.A.C. requirements. Kimley-Horn coordinated with a certified lab for additional interpretation and monitoring to clarify results.
6. **Success in adaptive monitoring over long project timelines:** This project began in April 2022 and ended in January 2025, with Kimley-Horn inheriting the project in April 2023. We have received positive feedback and have successfully completed this project to the satisfaction of the County.
7. **Challenges encountered and solutions implemented:** We have kept open and constant communication with the County. After the April 2023, adjacent roadway expansion construction impacted some of the sample locations. We facilitated a site visit with the County to solicit their opinion and approval for relocation of sample locations, to avoid impacts from the roadway construction.

Baseline Surface Water Quality Monitoring

Sarasota County, FL

Reference Information

Name: Ryan Fowler, 3H Ranch

Telephone number: 941.340.7314

Kimley-Horn provided professional environmental consulting services for the Baseline Surface Water Quality Monitoring Program at the 3H Ranch development, a 2,727-acre site located within the Sarasota Bay drainage basin. The program was initiated one year prior to the start of site development activities and focused on two key water bodies—Cow Pen Slough and an unnamed creek. Monthly surface water sampling was conducted at designated monitoring stations in accordance with Florida Department of Environmental Protection (FDEP) Standard Operating Procedures (DEP-SOP-001/01). Analytical parameters included nutrients (e.g., Total Kjeldahl Nitrogen, Total Phosphorus), bacteriological indicators (e.g., E. coli, Fecal Coliform), and physical characteristics such as turbidity, dissolved oxygen, and chlorophyll-a. The program was structured to meet FDEP's data sufficiency requirements under Chapter 62-303.320(4), F.A.C., ensuring at least 10 independent samples were collected across three of four calendar seasons. Monitoring results were reported quarterly to Sarasota County and uploaded annually to Florida's Watershed Information Network (WIN). The program was designed to transition into an ongoing monitoring phase upon commencement of construction and was incorporated into the project's Master Development Order, allowing for future modifications by Sarasota County as needed.

1. **Schedule control:** This project's schedule consists of monthly sample events, with a report prepared each quarter consisting of analytical tables, Total Ammonia Nitrogen calculations, field forms, and calibration logs.
2. **Cost control:** The budget for each event was determined by labor to collect the samples and prepare reports, laboratory costs, and expenses for equipment.
3. **Any additional costs caused by design deficiencies, not program change:** None
4. **Experience designing and implementing water quality monitoring programs:** We have designed water quality monitoring plans for several Master Developments in Manatee and Sarasota Counties, each taking into account the County's input.
5. **Experience interpreting water quality results in complex hydrological environments:** We currently have three active long term water quality monitoring projects in Manatee and Sarasota Counties that are each of similar nature and complexities.
6. **Success in adaptive monitoring over long project timelines:** We stayed in contact with the property owner to notify them of our sampling dates, staying flexible if weather would not allow sampling on a particular day.
7. **Challenges encountered and solutions implemented:** None on this project.

Septic-to-Sewer Program

Pinellas County, FL

Reference Information

Name: Alyssa Thompson, Pinellas County

Telephone number: 727.464.3047

Kimley-Horn completed the Septic to Sewer and Lift Station Improvements Program, aimed at providing businesses and property owners with reliable and environmentally responsible wastewater services by eliminating septic tanks and in turn enhancing the region's natural water systems, specifically in the nearby Lake Tarpon area.

As part of the program, Kimley-Horn completed a Master Implementation Plan which included a high-level alternatives analysis to determine the most feasible method for septic to sewer conversions in the service areas prioritized by the County. Factors such as community impacts, assessment of public perception and input, impacts to the associated impaired water body, and review of feasible collection system technologies were considered. The alternatives were evaluated based on capital cost, operations, maintenance/accessibility, public inconvenience, and life cycle cost. Based on the results of the alternatives analysis and updates to ARPA funding, Kimley-Horn provided a recommended alternative to the County which included a phased construction approach in order to utilize available funds. Kimley-Horn provided the design and permitting services for the septic to sewer conversion within the Keystone Ranchettes service area which included the design of approximately 14,000 LF gravity sewer main, approximately 27,000 LF of service laterals, four lift stations, and approximately 7,600 LF of force main. Lumion renderings displaying proposed landscaping surrounding the lift stations were included to ensure seamless integration into the established communities.

Kimley-Horn coordinated with the County's public outreach team as well as the public outreach subconsultant to establish a variety of public outreach material including a public improvement plan, public notification mailers, frequently asked questions, and property owner surveys to gauge support of the septic to sewer conversion. Kimley-Horn scheduled and prepared material for community meetings in order to provide updated information to stakeholders.

1. **Schedule control:** Schedule control was required to meet ARPA funding deadlines. This included early out design package deliverables and interim reviews with the County staff to reduce review time.
2. **Cost control:** Cost projections and value engineering were required from the start of the project to maximize available funding for septic tank removal. Costs were evaluated by normalizing the impact of improvements based on the number of new connections and the anticipated reduction of nutrient loading in the Lake Tarpon watershed.
3. **Any additional costs caused by design deficiencies, not program change:** No, the design cost was reduced following the master plan and preliminary construction cost estimates based on available budget for construction of improvements (service area limits were reduced).
4. **Experience designing and implementing water quality monitoring programs:** Established the anticipated nutrient reduction from septic to sewer conversion to prioritize improvements. No sampling was completed.
5. **Experience interpreting water quality results in complex hydrological environments:** Established the anticipated nutrient reduction from septic to sewer conversion to prioritize improvements. No sampling was completed.
6. **Success in adaptive monitoring over long project timelines:** On-going monitoring was not completed as part of this scope of services
7. **Challenges encountered and solutions implemented (e.g., field logistics, coordination, communication):** Major challenges revolved around budget constraints. The scope of the recommended improvements changed multiple times to provide the County a best-fit solution. Additional grant funding was also procured that allowed the project to move forward.

Sarasota County Septic System Replacement Implementation Plan

Sarasota, FL

Reference Information:

Name: Greg Rouse, Sarasota County

Telephone number: 941.861.0548

Kimley-Horn was selected to develop the Sarasota County Septic System Replacement Implementation Plan (SCSSRIP). The overall project goal is to create a revised ranking list for the septic areas within the Sarasota County Public Utilities service area and to develop a multi-criteria decision-making framework by establishing goals of the SCSSRIP, criteria to evaluate each septic area, and weighting for the criteria to meet the established goals. The weighted criteria are being developed using geospatial analyses and models to process available data such as septic tank density, depth to groundwater, distance from tidal waters, soil type, census data, and existing infrastructure. Additionally, area evaluation will include development of conceptual sewer system layouts and impacts to existing infrastructure. Through the processing and visualization of data, criteria will be developed and used to gain stakeholder input and buy-in resulting in a prioritization of septic areas. The prioritization will then be used to consider alternative implementation strategies. The development of alternative implementation strategies will consider project phasing for design, construction, and connection, as well as the number of projects that could be feasibly implemented within a 20-year planning period. The SCSSRIP will include a list of near-term capital improvement projects, long term prioritization strategy, financial strategy, and proposed community outreach program.

1. **Schedule control:** This project spanned multiple years and ensuring the project remained on schedule was a key component of managing the project. The project manager and team routinely met with the County to review the project progress, schedule, and next steps to ensure compliance with County expectations. At times when additional resources were required to complete a task within a given timeline, internal Kimley-Horn resources were utilized to have multiple offices and analysts working together toward the final deliverable.
2. **Cost control:** This project had no project amendments and cost control was monitored throughout the project to effectively minimize any additional implementation plan costs. Through routine meetings with the County project costs and progress were monitored, additionally, through the use of Kimley-Horn's internal resources, the project team could ensure work was being completed effectively and efficiently which ultimately led to controlling the project cost.
3. **Any additional costs caused by design deficiencies, not program change:** No additional costs were caused by design efficiencies.
4. **Experience designing and implementing water quality monitoring programs:** While no monitoring was included in this scope of work, a prioritization matrix was created to prioritize 1,099 sanitary planning areas based on the assessment of water quality benefits, affordability, fundability, and overall impact to existing infrastructure for septic to sewer replacement.
5. **Experience interpreting water quality results in complex hydrological environments:** To evaluate different levels of environmental impact of septic systems, over 22,000 septic tanks were mapped and analyzed based the estimated point source nutrient loading and relative location to an impaired water body. Nutrient loading consisted of total nitrogen, total phosphorus, and bacterial.
6. **Success in adaptive monitoring over long project timelines:** Project included evaluation of long-term monitoring for water quality analysis of septic systems.
7. **Challenges encountered and solutions implemented (e.g., field logistics, coordination, communication):** This project extended over multiple major wastewater system initiatives and treatment expansions for the County including a consent order, CMOM, wastewater master plan and two (2) treatment plant expansions. To mitigate the changing planning landscape, the project manager and team met with the County every month and tracked assumptions to keep a clear record of the referenced data and discussed with the County if the analysis required any changes.

Babcock Ranch Monitoring and Phase 1 ESA

Babcock Ranch, FL

Kimley-Horn performed water quality monitoring for the Earthsource Mine (now closed) and the general Babcock Ranch Property, per an agreement between Babcock Property Holdings, LLC and Lee County. The monitoring for the site included water level monitoring of 40 locations across 18,000 acres, monthly nitrogen, phosphorus, and total suspended solid monitoring for 15 locations, semi-annual pesticide and fertilizer sampling for 6 locations, semi-annual groundwater sampling, installation of monitoring wells, and flow monitoring for 15 locations. The data has been used to track trends in pollutant loadings, and to develop realistic flow models for the development. The data will guide the ultimate design of the proposed treatment wetlands as part of the 18,000-acre development, which will be designed to reduce nitrogen and phosphorous discharges to the Caloosahatchee Kimley-Horn has also conducted multiple Phase I ESAs on properties within the Babcock Ranch Community intended for commercial and residential development. The Phase I ESAs on land formerly used for agricultural and mining included historical data review, interviews with persons knowledgeable of current and past site uses, review of regulatory databases, and site reconnaissance. Additional coordination with the client and third parties was needed on selected parcels to produce specialized reliance letters.

Reference Information:

Name: Christina Kontos, Kitson & Partners

Telephone number: 941.467.1491

1. **Schedule control:** This project's schedule consists of monthly sampling when flows exist and collecting data quarterly. Samples are provided to a laboratory each month. Data collected and received is reviewed monthly and then a report is created yearly.
2. **Cost control:** A budget is created yearly based on the number of sampling and monitoring locations.
3. **Any additional costs caused by design deficiencies, not program change:** None
4. **Experience designing and implementing water quality monitoring programs:** Each year we review the needs of the community and update monitoring locations as needed.
5. **Experience interpreting water quality results in complex hydrological environments:** Part of the yearly report is to review and analyze the water quality results.
6. **Success in adaptive monitoring over long project timelines:** This monitoring has been ongoing for over 10 years. We have adjusted locations over that time as needed to meet the various needs of the community, including any reporting to other agencies.
7. **Challenges encountered and solutions implemented:** One potential challenge is always data discrepancies once back in the office encountered during our quality control review. To mitigate issues with this, we log measurements manually as well as noting the device measurement. We also have a field log where information is kept so that any discrepancies can be quickly reviewed and correct. This clear standard operating procedures avoids data issues.

References

Kimley-Horn is recognized nationwide for the quality of our work environment, for our stature as a business enterprise, and for the outstanding work of our consulting staff. The firm's successful peer recognition has been accompanied by a commitment to providing responsive client service, pursuing continuous quality improvement, and operating as a business-based practice. We are proud of our working relationship with our clients and much of our success is directly related to our efforts to perform high-quality, timely services. You may ask why clients chose Kimley-Horn out of all the top-class consulting firms they have to choose from. Chances are they'd tell you it was because we have a reputation for making them successful. We listen to their needs, meet their schedules, accomplish their missions, deliver results, and exceed expectations. You simply won't find this caliber of service anywhere else.

Kimley-Horn Reference List

Blackburn Water Conservation
Client contact: John Lyndon
Telephone number: 678.410.3576

Baseline Surface Water Monitoring
Client contact: Ryan Fowler
Telephone number: 941.340.7314

Pinellas County Septic to Sewer Program
Client contact: Alyssa Thompson
Telephone number: 727.464.3047

Babcock Ranch Monitoring and Phase 1 ESA-Kitson & Partners
Client contact: Christina Kontos
Telephone number: 941.467.1491

Lead Designer Reference List

Blue Ridge-Salford Septic to Sewer Phase 1
Client contact: Mike Acosta
Telephone number: 941.240.8013

Sarasota County Regulatory Contract
Client contact: Greg Rouse
Telephone number: 941.861.0548

Sarasota County Septic System Implementation Plan
Client contact: Greg Rouse
Telephone number: 941.861.0548

Charlotte County FY 2022-2025 Regulatory Compliance
Client contact: Dave Watson
Telephone number: 941.883.3555

VII. Describe Your Experience and Capabilities in the Following Areas

VII. Describe Your Experience and Capabilities in the Following Areas

A. Cost Optimization in Program Design

At Kimley-Horn, we excel in cost optimization within program design, ensuring projects efficiently meet their objectives. Our approach involves meticulous planning to align with client goals and constraints, leveraging advanced technology for innovative and cost-effective solutions. We employ value engineering and integrate Quality Control and Quality Assurance (QC/QA) into every step of the program to enhance project value while minimizing costs, and implement sustainable practices for long-term savings. Through open communication and a collaborative approach, we tailor our solutions to fit financial priorities.

Additionally, Kimley-Horn provides in-house grant administration and management services. Finding cost savings opportunities for the County is important to us, as we know this can help ensure the sustainability and completion of a long-term project. With this in mind, we have grants personnel dedicated to our water and wastewater team in Sarasota, Florida. **Laura Wittenbauer, MBA** has the dedication and full servitude to help identify applicable grants, develop strong applications, and assist with administration throughout the project.

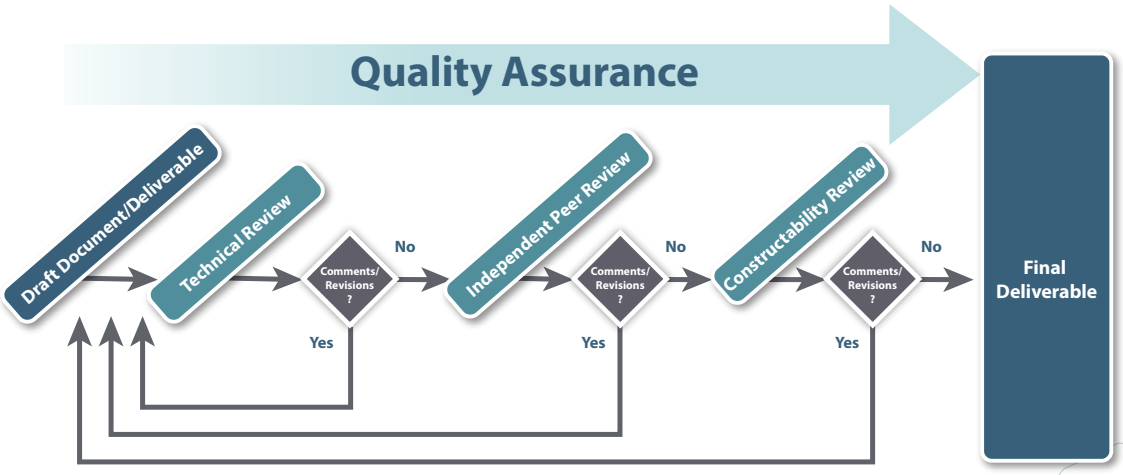
Grantsource External Coordination

As a result of our funding experience and success for our clients, we have developed a resource library of information on state and federal funding sources to assist you in making the most of available resources. Grantsource is an internal application containing more than 300 grant programs to assist our clients in identifying potential funding sources based on the specific project parameters. This tool, combined with the hands-on funding experience our team has, will position the County for complete success.this study will pave the way for integrated ecological well-being, water quality, and flood control. This study will provide the analysis needed so the recommended projects can move directly into design and permitting as soon as the County desires

QC/QA

Internal QC/QA

QC/QA will be woven into every aspect of our workplan to help ensure that Charlotte County receives high quality deliverables. The quality control process will include independent reviews performed by qualified staff not directly involved with the task at hand. Project quality management will start with a project QC/QA plan prepared by the Project Manager. Quality reviews will be performed for each project deliverable including a plan review at intermediate stages of completion. The project QC/QA plan will require closing the loop on review comments and documentation to the reviewer's satisfaction by the design team. The project QC/QA plan will be submitted to staff for review at our regular meetings. All project deliverables will be checked by a qualified independent reviewer before submittal. Client review comments will be logged and the resolution to each comment will be documented in the project plan.



Ongoing Value-Added Services

Our passion to serve you means that identifying value added services happens instinctively. There are value-added services woven into every aspect of our projects. Already in this approach, we've recommended numerous services that will enhance your project – whether it is creating a project management website, utilizing our drone capabilities, or strategizing funding sources. We will continue to identify services that will add value and make the recommendation to staff to include those services throughout the lifetime of this project. Additionally, we understand value added services can take the form of a clearer deliverable or easier to use database that helps the not only you, but the community and stakeholders to understand exactly what efforts are being taken. This kind of attention to detail does not cost the County anymore, and yet improves the quality and value of the project in the long term. Below is a brief list of some of the value-added services we've already included in this approach:

- Project Management website
- Leveraging GIS in every aspect of the process
- In-house data collection capabilities via drone
- Interactive data collection map application
- Expanded benefit/cost analysis
- Experts in funding strategy and grant administration
- SMARTS

B. Project Schedule and Workflow Management

Kimley-Horn's approach to project schedule and workflow management is built on a foundation of proactive planning, real-time tracking, and deep local experience. Our multi-tiered scheduling strategy includes weekly production meetings across our 22 Florida offices and department-level workload forecasting, ensuring that the right staff are assigned and available throughout the project lifecycle. For this effort, we will also leverage our SMARTS platform—Kimley-Horn's web-based project and program management system—which provides a centralized, real-time view of project milestones, task assignments, and progress tracking. SMARTS enables our team and Charlotte County stakeholders to stay aligned on deliverables, deadlines, and dependencies, helping to avoid delays and maintain momentum. Our established history of working with Charlotte County has given us valuable insight into the County's internal procedures, approval pathways, and preferred communication methods. This institutional knowledge allows us to anticipate needs, streamline coordination, and keep the project on schedule from kickoff through completion.

C. Environmental Assessment

Kimley-Horn's staff of professional engineers, professional geologists, hydrogeologists, environmental scientists, and biologists have extensive experience planning and completing contamination assessments and remediation projects to limit impacts to construction schedules.

From initial site assessment through site remediation, our staff members are certified to conduct hazardous waste operations in conformance with EPA and OSHA requirements

Our services include:

- ✓ Hazardous Waste Site Assessment – Including sampling and analysis, field sample chemical screening, geophysical surveys, soil borings, and monitoring well installation.
- ✓ Hydrogeologic Investigations – Our services include providing support of water supply development, contamination migration assessments, and remedial planning.
- ✓ Regulatory Support – Including compliance audits, permitting, voluntary clean-up initiatives and response to regulatory agency enforcement action.

Our staff have performed thousands of Phase I and II Environmental Site Assessments, numerous contamination assessments and remediation projects for multiple public and private clients.

Protecting Our Communities Water Bodies

For the Protecting our Water Bodies this would be very applicable. Here is the updated language we can use: The Cape Haze Septic to Sewer project area is connected to Charlotte Harbor's Lower Lemon Bay which is a Class 2 waterbody with a designated use of shellfish farming. Charlotte Harbor is impaired for Class 2 use because observed levels of fecal bacteria have not been determined to be safe by the FDACS Shellfish Assessment section. Observations of Total Nitrogen (TN) and metals in Lower Peace River Estuary are recognized by FDEP to be an issue, but there are no adopted TMDL or Reasonable Assurance Plans that provide guidelines or regulation of nutrient loading into Peace River.

D. Specialized Water Quality Monitoring Experience

Kimley-Horn is dedicated to delivering high-quality water quality monitoring services that support both regulatory compliance and long-term infrastructure planning. Our team has implemented long-term monitoring programs across Florida, including quarterly ambient surface water and groundwater sampling, laboratory analysis for organics, and adaptive monitoring strategies tailored to meet evolving environmental requirements. We bring a deep bench of experienced professionals—environmental scientists, engineers, and technical specialists—who apply advanced technologies and proven methodologies to assess water quality across a range of environments, from urban and industrial areas to sensitive natural ecosystems. Each monitoring program is customized to address specific client needs, regulatory frameworks, and environmental concerns. By employing robust data collection, analysis, and reporting techniques, we provide actionable insights that help our clients maintain compliance, enhance sustainability, and protect public health. Kimley-Horn's commitment to innovation, precision, and environmental stewardship ensures reliable results and lasting value for every monitoring effort.

E. Data Modeling and Analysis for Water Quality

Our modeling efforts vary based on the specific project we are working on—from county-wide modeling and mapping to small updates of existing models. We interpret those models to evaluate surface water parameters, groundwater parameters, and contamination issues.

Our water modeling software:

- ArcNLET
- Aquiferwin 32
- CulvertMaster
- EPA SWMM
- Flood Modeller
- FlowMaster
- Groundwater Vistas
- ICPR4
- HEC-1
- HEC-2
- HEC-HMS
- HEC-RAS
- HY-8
- Hydraflow
- HydroCAD
- MIKE Suite
- MOC
- MODFLOW
- MODPATH
- MODRET
- PCSWMM
- PondPack
- QuickFlow
- SWMM
- RT3D
- WinTrans
- xpSWMM

Kimley-Horn routinely develops calibrated numerical models to support water quality permitting and Total Maximum Daily Load (TMDL) grant funding for municipalities and counties across Florida. These models are essential tools in evaluating pollutant transport, identifying water quality trends, and informing regulatory compliance strategies. In the context of water quality monitoring, we use both analytical and numerical modeling techniques to assess the fate and transport of contaminants in groundwater and surface water systems. This modeling expertise allows us to design effective monitoring programs, interpret complex data sets, and develop targeted, cost-effective solutions that support long-term environmental health and infrastructure planning.

F. Regulatory Compliance and Integrated Water Quality

Our team has developed **strong relationships with local permitting agencies** including FDEP, SWFWMD, U.S. Fish and Wildlife Service (FWS), National Marine Fisheries Service, Florida Game and Freshwater Fish Commission, and the State Historic Preservation Office (SHPO).

Based on our relationships, permitting agencies tend to have fewer requests for additional information, generally resulting in quicker approval times. We are adept at submission of applications and revisions to the agencies. We know what information is required, the additional information they will likely request, and the schedule for these submissions. We thoroughly understand the project and collaborate with Charlotte County upfront to choose the best application type and coordinate information, ensuring no submittal delays. Since we have the resources within Kimley-Horn to both gather data quickly and prepare all the needed supporting documents for this task, we have the ability to streamline this submission process while maintaining the high standards that we are known for. If requests for additional information are received, we will respond quickly and provide the requested information.

We have been at the forefront in assisting clients with compliance with water quality regulations. Our experienced staff has provided water management services to pharmaceutical manufacturers, chemical manufacturers, car rental facilities, airport authorities, state transportation agencies (including FDOT), and municipalities throughout the United States.

G. Stakeholder Coordination and Engagement

Kimley-Horn understands that effective stakeholder coordination and engagement is essential to the success of water quality and infrastructure projects. We are committed to developing meaningful engagement strategies that empower residents, agencies, and community partners to share their priorities and shape project outcomes. Our team has extensive experience coordinating and conducting public meetings, workshops, and information sessions—relieving municipal staff of a significant administrative burden while ensuring transparency and trust. For water quality monitoring efforts that support future septic-to-sewer conversions, we can help inform the community about monitoring results, explain what the data means for public health and the environment, and clearly communicate the long-term benefits of transitioning from septic systems to centralized sewer infrastructure. **SMARTs can also serve as a centralized platform to share monitoring data, project updates, and educational materials with stakeholders in an easily accessible and transparent manner.** Each engagement plan is tailored to the unique needs of the project and its stakeholders, ensuring that communication is timely, accessible, and aligned with project milestones. Our approach not only builds consensus and public support but also helps secure local funding and regulatory approvals critical to project success.

H. Technical Reporting and Presentations

Kimley-Horn consistently delivers high-quality technical documentation tailored to regulatory and stakeholder needs. Our team has demonstrated the ability to prepare detailed technical reports such as quarterly monitoring summaries, annual reports, regulatory compliance documentation, and data visualizations—each designed to support decision-making by local governments and utilities. We also bring deep expertise in performance reporting, collaborating with clients to develop reporting templates that range from spreadsheet-based tools to dynamic, interactive dashboards, ensuring both data integrity and accessibility. Beyond static reports and slide decks, our approach to technical communication integrates stakeholder engagement. Our technical staff often lead public outreach sessions, translating complex engineering concepts into accessible language for community members and advisory boards—ensuring that communication is both effective and inclusive. As regular attendees of the County Commission meetings, and having participated in presentations to Charlotte County community members and commissioners, we are prepared with the knowledge and experience needed to deliver information throughout the water quality monitoring project.

VIII. Volume of Work – Total of Payments Received From County Within the Past 24 Months*

VIII. Volume Of Work – Total of Payments Received From County within the Past 24 Months*

In the past 24 months, Kimley-Horn has received a total of ***$2,104,348*** in payments from Charlotte County (based on executed contracts with the County). Kimley-Horn has 17 active projects with the County.

IX. Location

IX. Location

Local Commitment

Our team remains committed to delivering the local quality and expertise that Charlotte County has come to expect from our Sarasota and Fort Myers offices. These offices are proud to actively support you on water, wastewater, and stormwater projects. With nearby locations, we're able to provide a dedicated and responsive team that understands your needs and is ready to assist at a moment's notice.

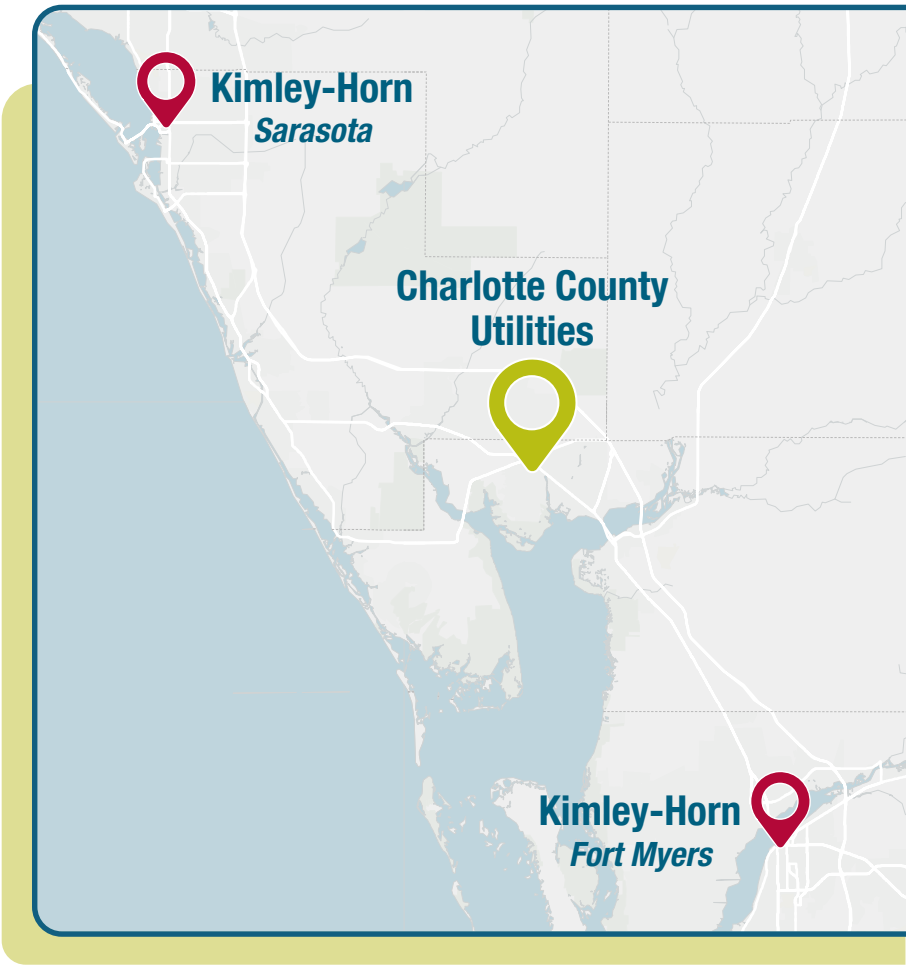
Our ongoing commitment to serving Charlotte County reflects our passion for enhancing the community we love. With deep knowledge of the area and a strong local presence, we're proud to live, work, and play here. This connection allows us to offer unmatched accountability, responsiveness, and value. We believe that a strong commitment to client satisfaction is the foundation of our service to you.

Responsiveness of Team

We have carefully assembled a key team of seasoned professionals who offer the high level of responsiveness you need throughout both the short- and long-term duration of this contract. Our team brings exceptional local knowledge, strong support, and extensive experience across the disciplines required.

The depth of our staff in the necessary areas of expertise, combined with our familiarity with municipal needs, enables us to maximize coordination efforts, integrate resources effectively, adhere to project schedules, and manage budgets efficiently. With these processes in place, we are well-equipped to meet the technical and staffing demands anticipated for this contract.

Kimley-Horn will be performing all services for Charlotte County with support from our Sarasota office with support from Fort Myers and nearby offices. Statewide, there are over 1,500 professional support staff located in our 22 offices that can be called upon if needed.



X. Litigation – Have You Been Named as a Defendant or Co-Defendant in a Lawsuit in the Last Five Years?

X. Litigation – Have You Been Named as a Defendant or Co-Defendant in a Lawsuit in the Last Five Years?

Kimley-Horn and its subsidiaries have provided services in all 50 states and numerous countries. Because of the many and varied projects we have completed, we are subject to various legal proceedings from time to time and in the ordinary course of business. It is not practical to provide a complete list as part of this proposal. In the last five (5) years, Kimley-Horn has had more than 29,993 active projects in Florida, 32 of which had some form of litigation. Of these cases, 2 was dismissed, 21 were settled, and 9 are pending. This represents 0.1067% of all projects completed by Kimley-Horn in Florida over the past five years. None of the pending cases, if decided against Kimley-Horn, would have a material impact on our financial statements or impair in any way our ability to serve our clients. Generally, these matters are covered by insurance, and we consider them to be without merit. If you would like to discuss our legal matters in more detail, please contact Kimley-Horn's General Counsel, Richard Cook, at 919.677.2058.

Legal proceedings in Florida within the past five (5) years are as follows:

3315 Tower Condominium Association, Inc., v. Tower 3315, LLC, et al; 11th Judicial Circuit Court, Miami-Dade County, FL; Cause No. 2020-019825-CA-01; filed 2020; alleged economic loss; settled; closed 2021

Renee Borak and Fred Borak v. Simon Property Group, Inc., et al: 15th Judicial Circuit Court, Palm Beach County; Case No. 16-CA-1148; filed 2016; personal injury claim; settled; closed 2016.

Angela Briguglio v Palm Avenue Hospitality Holdings LLC, et al; In the Circuit Court of the 12th Judicial Circuit of Sarasota County, Florida; Cause No 2022-CA-3952-NC; filed 2022; served 2022; alleged personal injury; settled; closed 2023

Kala Gurley, as Personal Representative of the Estate of Jerry Bell, Deceased v Marriott International, Inc., et al: 9th Judicial Circuit Court, Orange County, FL; Case No. 2019CA10855O; wrongful death claim; dismissed; closed 2019.

Vernon Brown v. Marriott International, Inc., et al: 9th Judicial Circuit Court, Orange County, FL; Case No. 2019CA007825O; filed 2019; personal injury claim; dismissed; closed 2019.

Mark E. Callahan and Marisa Callahan v. Gator Delray, LC, et al: 15th Judicial Circuit Court, Palm Beach County; Case No. 2015CA00230; filed 2015; personal injury claim; Kimley-Horn dismissed; closed 2016.

Chalks Airline, Inc. v. Linden Airport Services Corp, et al: United States District Court for the Southern District of Florida; Case No. 15-CV-24322-UNGARO/OTAZO-REYES; filed 2015; alleged economic loss; dismissed; closed 2016.

Leticia Zavala, as Personal Representative of the Estate of Lorenzo Zavala, Deceased v Marriott International, Inc., et al: 9th Judicial Circuit Court, Orange County, FL; Case No. 2019CA9781O; wrongful death claim; dismissed; closed 2019

Lawrence Milder v. RT GeoSolutions Inc., et al; In the Circuit Court of the 17th Judicial District Court, in and for Broward County, Florida; Case No. 20-020512(25); filed 2020; served 2023; alleged personal injuries claimed; Kimley-Horn dismissed; closed 2023

Community Asphalt Corporation v. Wantman Group, Inc., et al; Florida Department of Transportation; 11th Judicial Circuit Court, Miami-Dade County, FL; Cause No. 2018-029816-CA-01; filed 2018; alleged economic loss; settled; closed 2023

Cone & Graham, Inc. v. Kimley-Horn and Associates, Inc.; In the Circuit Court of Broward County, Florida; Cause No. CACE-21-014631; filed 2021; alleged economic loss; settled; closed 2022

Kathleen Conti v. Simon Property Group, Inc., et al: 15th Judicial Circuit Court Palm Beach County; Case No. 502017CA008616XXXXMB Division: AE; filed 2017; personal injury claim; settled; closed 2019.

Jennifer Curell v Florida Department of Transportation, et al; 19th Judicial Circuit in and for St. Lucie County, Florida; Cause No. 562022CA001297AXXXXHC; alleged personal injuries claimed; settled; closed 2024

Florida Silt and Sod, Inc. v. City of Plant City, et al: 13th Judicial Circuit Court, Hillsborough County, Florida; Case No. 22-CA-004094; filed 2022; alleged economic loss; settled; closed 2023

Walter Ford and Grace Ford v. EC Manatee LLC, D/B/A Manatee Island Bar & Grill, et. al.: 19th Judicial Circuit Court, Martin County; Case No. 13 1536CA; filed 2014; personal injury claim; settled; closed 2015.

Irene Gomes v. Aldi, L.L.C., et al; In the Circuit Court of the 11th Circuit, Miami-Dade County, Florida; Cause No. 2020-009878-CA-01; filed 2020; served 2022; alleged personal injuries claimed; settled; closed 2022

Grande Oaks at Heathrow Association v Kolter Signature Homes, et al; 18th Judicial Circuit Court, Seminole County; Case No. 2020-CA-003188; filed 2020; alleged economic loss; settled; closed 2023.

Heron Bay Community Association, Inc. vs. WCI Communities, LLC, et al; 15th Judicial Circuit Court, Broward County; Case No.: CACE16003120; filed 2016; alleged economic loss; settled; closed 2020

Barbara Kline v. Simon Property, et al:15th Judicial Circuit Court Palm Beach; Case No. 502019CA009926; filed 2019; served 2021; personal injury claim; settled 2022

Jennifer Lancaster v. VCC, LLC, et al; 15th Judicial District Court of Palm Beach County, Florida; Cause No. 502019CA011526; filed 2019; served 2020; alleged personal injuries claimed; settled; closed 2021

Lunacon Engineering Group, Corp d/b/a Lunacon Construction Group, Corp v. City of Homestead v. Kimley-Horn and Associates, Inc., et al: 11th Judicial Circuit Court Miami-Dade County, Case No. 2017-000561-CA-01; filed 2017; alleged economic loss; settled; closed 2018.

Prime Properties International, LLC v. Kimley-Horn and Associates, Inc.: 10th Judicial Circuit Court, Polk County; Case No. 2017CA-002127; filed 2017; alleged economic loss: settled; closed 2017.

J. J. Sosa & Associates, Inc. v. Francisco Semsch Architect, Inc., et al: 13th Judicial Circuit Court, Hillsborough County; Case No. 12013373; filed 2012; alleged economic loss; settled, closed 2015.

Medline Industries, Inc. V. McShane Construction Company, LLC v. Ware Malcomb, Inc., et al.; 10th Judicial Circuit Court, Polk County, FL; Case # 2020-CA-0022790; filed 2020; alleged economic loss; settled; closed 2023

Harris Mitchell v. Frank Anderson, et al; 15th Judicial Circuit Court, Palm Beach County, Florida; Case No. 50-2019-CA-006676; filed 2019, served 2020; alleged personal injuries claimed; settled; closed 2020

Yolanda Peaslee v The City of West Palm Beach, et al; Circuit Court of the 15th Judicial Circuit, Palm Beach County, Florida; Cause No. 502021CA004964XXXXMB; personal injury claim; settled 2023

Sherri Reed v. Town Center Boca Raton Trust, et al: 15th Judicial Circuit Court Palm Beach; Case No. 21CA005161; filed 2021; personal injury claim; settled 2023

Christ Rose v. Wal-Mart Stores, Inc., et al; 17th Judicial Circuit Court, Broward County, FL; Cause No. CACE-18-027255; filed 2018; served 2020; alleged personal injuries claimed; settled; closed 2021

Sema Construction, Inc. v. City of Altamonte Springs; 18th Judicial Circuit Court, Seminole County; Case No. 215-CA-002951-15-W; filed 2016; alleged economic loss; settled; closed 2024

Esther Silberman v Town Center at Boca Raton, et al; 15th Judicial District Court of Palm Beach Co, Florida; Cause No. 50-2018-CA-009724-MB; filed 2018; served 2021; alleged personal injuries claimed; settled 2021

Kevin Sona, et al v. Stone Creek Community Association, et al; Circuit Court of the Fifth Judicial Circuit, Marion County, FL; Case # 20CA0026; filed 2020; served 2021; alleged personal injuries claimed; settled; closed 2022

Sunset Beach Investments, LLC v. Kimley-Horn and Associates, Inc.: 19th Judicial Circuit Court, St. Lucie County; Case No. 562013CA000383; filed 2013; alleged economic loss; settled; closed 2017.

Terrazas Riverpark Village Condominium Association, Inc. v. Windmoor Project LLC, et al; 11th Judicial Circuit Court, Miami-Dade County, FL; Cause No. 2020-017647-CA-01; filed 2020; alleged economic loss; settled; 2021

Stacey Vasquez, a/k/a Stacey Leigh Gimson, as Personal Representative of the Estate of Frank Vasquez, III, v. Matthew J. West, et al: 13th Judicial Circuit Court, Hillsborough County; Case no. 15-CA-006839; filed 2015; traffic accident, wrongful death claim; settled; closed 2017.

Joan Weinstein v. Simon Property Group LP and The Town Center at Boca Raton Trust: 15th Judicial Circuit, Palm Beach County; Case No. 502016CA003199XXXXMB AG; filed 2016; personal injury claim; settled; closed 2017.

Deontra Williams v. Florida Department of Transportation., et al: 17th Judicial Circuit Court, Broward County; Case No. CACE-13-009427(05); filed 2015; bicycle accident, personal injuries claimed; settled; closed 2017.

Wal-Mart Stores East, LP, et al. v. Bandes Construction Company, Inc., et al; 15th Circuit Court, Palm Beach County; Case No. 2019CA005775; filed 2019; alleged economic loss; settled; closed 2019

Wind Condominium Association, Inc. v. Neo Epoch 2, LLC, et al: 11th Judicial Circuit Court, Miami-Dade County; Case No. 13-31787CA21; filed 2013; alleged economic loss, settled; closed 2016.

Maurico Suarez v Miami -Dade County, et al; 11th Judicial Circuit Court, Miami-Dade County, FL; Cause No. 2024-011127-CA-01; filed 2024; served 2025; alleged personal injuries claimed; dismissed; closed 2025

Iconbrickell Master Association, Inc. v Complete Property Services, Inc., et al; 11th Judicial Circuit, Miami-Dade County, Florida; Case No. 2023-028981-CA-0121; filed 2023; served 2024; alleged property damage claimed; pending

Donald Stroman, Jr. v FDOT, et al; Cause No. 2023-CA-007165-O; In the Ninth Judicial District Court of Orange County, Florida; filed 2023; alleged personal injuries claimed; pending

Morrison-Cobalt JV v. Kimley-Horn and Associates, Inc.; 11th Judicial Circuit in and for Miami-Dade County, Florida; Cause No. 2021-013239-CA-01; alleged economic loss; pending

Acosta Tractors, Inc. v Biltmore Construction Co, Inc, et al; In the Circuit Court of the 11th Judicial Circuit of Miami-Dade, Florida; Cause No 18-020135-CA-25; filed 2018; served 2022; alleged economic loss; pending

Enrique R. Antezana, et al. v Kimley-Horn and Associates, Inc.; Applied Technical Services, LLC; and City of Miramar; 17th Judicial Circuit for Broward County, Florida; Case No. CACE23012261; filed 2023; alleged property damage; pending

Adrian E. Langford v. Suffolk Construction Co., et al; 12th Judicial Circuit Court, Sarasota County, FL; Cause No. 582020CA005449XXXANC; filed 2020; served 2021; alleged personal injuries claimed; pending

Royal Palm Polo Property Owners Association, Inc. v. Toll FL I, LLC, et al; In the Circuit Court of the 15th Judicial Circuit, Palm Beach County, Florida; Cause No. 50-2024-CA-006059XXXAMB; Filed 2024; alleged economic loss, pending

Julington Lakes Homeowners Association, Inc. v Toll FL XIII Limited Partnership, et al; In the Circuit Court of the 7th Judicial Circuit, St. Johns County, Florida; Filed 2024; served 2025; alleged economic loss, pending

North Meridian Condominium Association, Inc. v North Meridian, LLC, et al;11th Judicial Circuit Court, Miami-Dade County, FL; Case No. 2025-001550-CA-01; filed 2025; alleged economic loss, pending

City of Sunrise v West Construction, Inc., et al; 17th Judicial Circuit in and for Broward County, FL; Case No. 24-017627; filed 2024; alleged economic loss, pending

XI. Minority Business

XI. Minority Business

Kimley-Horn is not a Minority-Owned Business Enterprise (MBE). However, we always look for opportunities to include small and disadvantaged businesses in our contracts and through teaming agreements. Kimley-Horn has a company policy of meeting or exceeding our clients' stated minority business participation goals. Through corporate policies and philosophy, the firm actively seeks to encourage and promote the use of MBE firms. We provide interested minority firms with the opportunity to serve as a subconsultant on our teams and throughout the year, actively seeking to increase and update our large database of qualified MBE firms to use on future projects. Our aggressive MBE utilization policy confirms that Kimley-Horn is furthering the positive economic development momentum that the state of Florida advocates using MBE businesses by its contractors.

Our commitment to retaining minority firms to assist on projects is demonstrated by the amounts Kimley-Horn has paid to minority businesses during the past 10 years:

Year	Total Paid	No. of Minority Businesses Utilized
2024	$123.2 million	774
2023	$93.9 million	769
2022	$71.1 million	716
2021	$54.67 million	608
2020	$54.56 million	553
2019	$41.5 million	364
2018	$25.5 million	165
2017	$22.3 million	176
2016	$16.5 million	186
2015	$15.5 million	198
2014	$12.2 million	190

We believe this record of MBE firms utilized speaks well of Kimley-Horn's efforts to involve MBEs in our practice. Kimley-Horn will continue its long-standing practice of using MBE on current and future projects.

Forms

EVALUATION FORM

CONSULTANT EVALUATION FORM *CHARLOTTE COUNTY, FLORIDA*				
RFP# 20250431, WATER QUALITY MONITORING PROGRAM – LAKEVIEW/MIDWAY AND CAPE HAZE				
Evaluation Criteria	***Value***	***Assigned Value***	***Weight***	***Score***
I. TEAM PROPOSED FOR THIS PROJECT A. Background of the personnel 1. Project Manager 2. Other Key Personnel 3. Consultants	1-5		X 10	
II. PROPOSED MANAGEMENT PLAN A. Team Organization 1. Project Management Approach across Pre-, During-, and Post-Construction Monitoring Phases 2. Internal Coordination, Communication, and Quality Assurance Procedures 3. Proposed Schedule Management and Deliverables Tracking	1-5		X 15	
III. PREVIOUS EXPERIENCE OF TEAM PROPOSED FOR THIS PROJECT A. Relevant environmental or infrastructure projects. B. Groundwater monitoring studies, including site-specific studies related to nutrient loading and aquifer behavior. C. Previous septic-to-sewer programs and studies – particularly in Florida or similar regulatory environments. D. Integrated monitoring of both groundwater and surface waters to assess environmental impacts.	1-5		X 20	
IV. PROJECT CONTROL A. Schedule 1. What techniques are planned to assure that schedule will be met? 2. Who will be responsible to assure that schedule will be met? B. Cost 1. What control techniques are planned? 2. Demonstrate ability to meet project cost control. 3. Who will be responsible for cost control? C. Recent, current and projected workload.	1-5		X 10	
V. PRESENT PROPOSED DESIGN APPROACH FOR THIS PROJECT A. Describe proposed design philosophy, including how the approach addresses project goals. B. Describe the methods and tools proposed for groundwater and surface water monitoring, sampling, and source identification, and explain why they are appropriate for this project. C. Describe methods for analyzing and interpreting monitoring data to evaluate contaminants levels and trends. D. Describe your approach to stakeholder communication related to technical findings and monitoring results. E. Describe how your approach includes adaptive strategies for evolving conditions or new data insights throughout the project lifecycle. F. Identify potential challenges that may arise throughout the project and proposed strategies to address them.	1-5		X 15	

PART IV - SUBMITTAL FORMS
PROPOSAL SUBMITTAL SIGNATURE FORM

1.	Project Team Name and Title	Years experience	City of office individual will work out of for this project	City individual's office is normally located	City of individual's residence
Please see the personnel table following this form for a					
list of all project personnel.					

2.	Magnitude of Company Operations	
	A) Total professional services fees received within last 24 months:	$ $4,473,638,615
	B) Number of similar projects started within last 24 months:	2,977
	C) Largest single project to date:	$132,794,926.28

3.	Magnitude of Charlotte County Projects	
	A) Number of current or scheduled County Projects	27
	B) Payments received from the County over the past 24 months (based upon executed contracts with the County).	$ 2,104,348

4.	Sub-Consultant(s) (if applicable)	Location	% of Work to be Provided	Services to be Provided
	N/A			

5. Disclosure of interest or involvement: List below all private sector clients with whom you have an active pending contract and who have an interest within the areas affected by this project. Also, include any properties or interests held by your firm, or officers of your firm, within the areas affected by this project.

	Firm	Address
	Phone #	Contact Name
	Start Date	Ending Date
	Project Name/Description	

Kimley-Horn's list of private sector clinters include entities that have properties all across the United States. As such, we do not have access to lists of all properites that they might have an interest in within the areas affected by this project, and due to non-disclosure agreements, we cannot disclose any information on contracts for private sector clients. Kimley-Horn does not have any properties of interest within the areas affected by this project, and to the best of our knowledge, neither do any of our officers. Furthermore, Kimley-Horn has more than 1000 officers nationwide and we do not have access to a list of their personal properties that might be within the areas affected by this project. There are no circumstances that would cause there to be a conflict of interest in performing our services for Charlotte County.

NAME OF FIRM Kimley- Horn and Associates, Inc.

(This form must be completed and returned)

6. Minority Business: **Yes** _____ **No** X

The County will consider the firm's status as an MBE or a certified MBE, and also the status of any sub-contractors or sub-consultants proposed to be utilized by the firm, within the evaluation process.

Comments or Additional Information:

Kimley-Horn has a policy of meeting or exceeding our clinets stated MBE participation goals. Kimley-Horn is not a certified MBE, but through corporate policies and philosophy, the firm actively seeks to encourage and promote the use of MBE firms. We provide interested minority firms with the opportunity to serve as subconsulants on our teams and

throughout the year, actively seeking to increase and update our large databas of qualified MBE firms to use on our future projects. Our aggressive MBE utlization policy helps ensure that Kimley-Horn is furthering the positive economic development momentum that the State of Florida advocates through the use of MBE businesses by its contractors.

The undersigned attests to his/her authority to submit this proposal and to bind the firm herein named to perform as per contract, if the firm is awarded the Contract by the County. The undersigned further certifies that he/she has read the Request for Proposal, Terms and Conditions, Insurance Requirements and any other documentation relating to this request and this proposal is submitted with full knowledge and understanding of the requirements and time constraints noted herein.

By signing this form, the proposer hereby declares that this proposal is made without collusion with any other person or entity submitting a proposal pursuant to this RFP.

In accordance with section 287.135, Florida Statutes, the undersigned certifies that the company is not on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, and does not have business operations in Cuba or Syria (if applicable) or the Scrutinized Companies that Boycott Israel List, or is not participating in a boycott of Israel.

As Addenda are considered binding as if contained in the original specifications, it is critical that the Consultant acknowledge receipt of same. The submittal may be considered void if receipt of an addendum is not acknowledged.

Addendum No. N/A Dated_____ Addendum No._____ Dated_____ Addendum No._____ Dated_____

Addendum No._____ Dated_____ Addendum No._____ Dated_____ Addendum No._____ Dated_____

Type of Organization (please check one): INDIVIDUAL (__) PARTNERSHIP (__)
CORPORATION (X) JOINT VENTURE (__)

Kimley-Horn and Associates, Inc — Firm Name
919.677.2000 — Telephone

N/A — Fictitious or d/b/a Name
56-0885615 — Federal Employer Identification Number (FEIN)

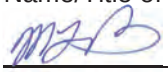
421 Fayetteville Street, Suite 600 — Home Office Address

Raleigh, NC 27601 — City, State, Zip
58 years — Number of Years in Business

151 Broadway Suite 301, Fort Myers, FL 33901 — Address: Office Servicing Charlotte County, other than above

Jennifer Briggs, PMP, Project Manager — Name/Title of your Charlotte County Rep.
941.313.3868 — Telephone

Lewis Bryant, PE, Senior Vice President — Name/Title of Individual Binding Firm (Please Print)

 — Signature of Individual Binding Firm
6/03/2025 — Date

Lewis.Bryant@kimley-horn.com — Email Address

(This form must be completed & returned)

Name and Title	Years of Experience	City of Office Individual will work out of for this project	City of Individual's Office is Normally Located	City of Individual's Residence
Jennifer Briggs, PMP* – Project Manager, Regulatory Compliance	7	Sarasota	Sarasota	Sarasota
Ashley Miele, PE* – Sewer System Evaluations (Lead Designer)	23	Sarasota	Sarasota	Sarasota
Lewis Bryant, PE* – Principal-in-Charge	24	Fort Myers	Fort Myers	Fort Myers
Alan Garri, PE* – Technical Advisor, Sewer System Evaluations	22	Ocala	Ocala	Ocala
Tom Jensen, PE* – Quality Control/Quality Assurance	39	West Palm Beach	West Palm Beach	Wellington
Kellie Clark, PE* – Water Quality Analysis, Statistical Analysis	16	Fort Myers	Fort Myers	Babcock Ranch
Kira Hansen, PhD, PE – Water Quality Analysis	2	Fort Myers	Fort Myers	Cape Coral
Karin Teuffer, PE – Water Quality Analysis	3	Fort Lauderdale	Fort Lauderdale	Miami
Teddy Mullet, EI – Water Quality Analysis	8	Sarasota	Sarasota	Sarasota
Kelly Smith, PE* – Sewer System Evaluations	21	Jacksonville	Jacksonville	Point Vedra Beach
Kim Arnold, PG* – Hydrogeology/Monitoring Well Planning, Well Construction Oversight	22	Fort Myers	Fort Myers	Fort Myers
Bill Spinner, PG – Hydrogeology/Monitoring Well Planning, Environmental Site Assessments	20	Tampa	Tampa	Tampa
Chloe Johnson – Hydrogeology/Monitoring Well Planning, Well Construction Oversight	1	Fort Myers	Fort Myers	Fort Myers
Jeff Goodwin* – Regulatory Compliance	26	Sarasota	Sarasota	Bradenton
Madeline Kender, PE – Regulatory Compliance	8	Sarasota	Sarasota	Sarasota
Chris Niforatos, PE* – Statistical Analysis	31	St. Petersburg	St. Petersburg	Odessa
Rick Browne, CHMM – Environmental Site Assessments	12	Tampa	Tampa	Valrico
Ramon Diaz – Well Construction Oversight	3	Sarasota	Sarasota	Sarasota
Ronnie Van Fleet, PWS* – Sampling Design and Statistical Analysis	37	Sarasota	Sarasota	Sarasota

DRUG FREE WORKPLACE FORM

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that Kimley-Horn and Associates, 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 under bid 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.

Proposer's Signature

6/03/ 2025
Date

NAME OF FIRM Kimley- Horn and Associates, Inc.

(This form must be completed and returned)

HUMAN TRAFFICKING AFFIDAVIT
for Nongovernmental Entities Pursuant To FS. §787.06

Charlotte County Contract #20250431

The undersigned on behalf of the entity listed below, (the "Nongovernmental Entity"), hereby attests under penalty of perjury as follows:

1. I am over the age of 18 and I have personal knowledge of the matters set forth except as otherwise set forth herein.

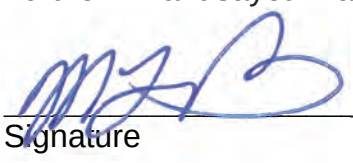
2. I am an officer or representative of the Nongovernmental Entity and authorized to provide this affidavit on the Company's behalf.

3. Nongovernmental Entity does not use coercion for labor or services as defined in Section 787.06, Florida Statutes.

4. This declaration is made pursuant to Section 92.525, Florida Statutes. I understand that making a false statement in this declaration may subject me to criminal penalties.

Under penalties of perjury, I declare that I have read the foregoing Human Trafficking Affidavit and that the facts stated in it are true.

Further Affiant sayeth naught.



Signature

Lewis Bryant, PE

Printed Name

Senior Vice President

Title

Kimley-Horn and Associates, Inc.

Nongovernmental Entity

6/03/2025

Date

END OF PART IV

NAME OF FIRM _____

(This form must be completed and returned)

Please find Kimley-Horn's certificate of insurance. A project-specific certificate can be issued upon award

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 3/20/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Edgewood Partners Insurance Agency 3780 Mansell Rd. Suite 370 Alpharetta GA 30022	**CONTACT NAME:** Jerry Noyola **PHONE (A/C, No, Ext):** 7702207699 **FAX (A/C, No):** **E-MAIL ADDRESS:** greylingcerts@greyling.com
INSURED KIMLASS Kimley-Horn and Associates, Inc. 421 Fayetteville Street, Suite 600 Raleigh, NC 27601	**INSURER(S) AFFORDING COVERAGE** / **NAIC #** **INSURER A :** National Union Fire Ins Co of Pittsburg 19445 **INSURER B :** Allied World Assurance Co (U.S.) Inc. 19489 **INSURER C :** New Hampshire Insurance Company 23841 **INSURER D :** Lloyd's of London 85202 **INSURER E :** **INSURER F :**

COVERAGES **CERTIFICATE NUMBER:** 1574569136 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X **COMMERCIAL GENERAL LIABILITY** CLAIMS-MADE [X] OCCUR X Contractual Liab GEN'L AGGREGATE LIMIT APPLIES PER: POLICY [X] PRO-JECT [X] LOC OTHER:			GL5268169	4/1/2025	4/1/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 2,000,000 $ 1,000,000 $ 25,000 $ 2,000,000 $ 4,000,000 $ 4,000,000
A A	**AUTOMOBILE LIABILITY** X ANY AUTO OWNED AUTOS ONLY X HIRED AUTOS ONLY SCHEDULED AUTOS X NON-OWNED AUTOS ONLY			CA4489663 (AOS) CA2970071 (MA)	4/1/2025 4/1/2025	4/1/2026 4/1/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 2,000,000 $ $ $
B	X **UMBRELLA LIAB** X OCCUR X **EXCESS LIAB** CLAIMS-MADE DED X RETENTION $ 10,000			03127930	4/1/2025	4/1/2026	EACH OCCURRENCE AGGREGATE	$ 5,000,000 $ 5,000,000
C C	**WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** Y/N ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? N **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		WC067961230 (AOS) WC013711885 (CA)	4/1/2025 4/1/2025	4/1/2026 4/1/2026	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 2,000,000 $ 2,000,000 $ 2,000,000
D	Professional Liability			B0146LDUSA2504949	4/1/2025	4/1/2026	Per Claim Aggregate	$2,000,000 $2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Evidence of Coverage

CERTIFICATE HOLDER

Sample Certificate

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE