



**Giffels-Webster
Engineers, Inc.**

June 16, 2026

REF: 6272.00

Bruce Bullert, P.E.
Engineering Manager
Charlotte County Utilities
25550 Harbor View Rd
Port Charlotte, FL 33980

RE: Contract #2016000008 – Amendment Request #2 CCU Wastewater Expansion Phase 2

Dear Mr. Bullert,

This letter requests **Amendment #2** to Giffels Webster Engineering's (GWE) contract with Charlotte County Utilities (CCU) for the Wastewater Expansion Phase 2 project. The amendment would restart the O'Hara Lift Station design tasks and provide additional support services for Ackerman Zones 3, 4, and the LPS Zone.

Project Background and Need for Amendment

This amendment addresses two separate project needs within the Wastewater Expansion Phase 2 program:

1. Restart of the O'Hara Lift Station and Water Booster Station design effort under a revised project scope.
2. Continued services for Ackerman Zones 3, 4, and the LPS Zone.

O'Hara Design and Bid History. The O'Hara Wastewater Lift Station No. 23 and Water Booster Station No. 10 were designed in 2021–2022 as a combined essential services facility. The design reached 100% completion and received approval under County Site Plan Review DRC-22-00169 and Special Exception SE-22-015. The project was advertised for bid in 2023 and received a single bid of approximately \$7 million, which exceeded available funding and was subsequently rejected by the Board of County Commissioners.

Revised O'Hara Scope. Following the bid rejection, the project was placed on hold. CCU now intends to advance the project under a revised scope that aligns the work with available funding while preserving the existing site approvals and entitlements. This amendment includes design and construction support services for the wastewater lift station, site civil improvements, and the building shell and exterior architectural and structural components. Booster station process and mechanical equipment, building interior systems and finishes, and associated disciplines will be procured under a future, separate request for proposals.

Affordability Index Update. This amendment adds scope to Task 3 to support an update of the Septic-to-Sewer Affordability Index for CCU's S2S program, addressing current EPA guidance and the impacts of Hurricanes Helene and Milton on Charlotte County residents.

Ackerman Construction Support and Plan Revisions. Construction remains active within Ackerman Zones 3, 4, and the LPS Zone. Task 18 was established to provide construction administration and inspection support services; however, the authorized budget has been substantially expended. Additional funding is necessary to continue these services through project completion.

This amendment also establishes additional engineering support for the ongoing Ackerman construction project, as conditions warrant. Services may include, but are not limited to, plan revisions, hydraulic evaluations, detail modifications, regulatory and standards updates, owner-requested modifications, field coordination with County staff and contractors, and other related engineering support, performed on an as-needed basis.

Supplemental Services. Additional funding is requested under Task 19 to support ongoing engineering coordination and program support activities, including continued assistance with the Edgewater Drive project, where the level of effort has exceeded the original allocation.

Task-Specific Revisions

The Agreement is modified as follows:

1. Substitute remaining unexecuted Task 3 scope with an update of the Septic-to-Sewer Affordability Index, including evaluation of post-Hurricane Helene/Milton impacts on Charlotte County residents, evaluation of FDEP and EPA programs for S2S applicability, and presentation of the updated Affordability briefing at one (1) CCU staff workshop and one (1) BCC Utilities Quarterly meeting.
2. Increase the budget for Task 18 – Construction Administration and Inspection.
3. Increase the budget for Task 19 – Supplemental Services.
4. Increase the budget for Tasks 20 and 21 to update the O'Hara plans, including the site, lift station, yard piping, and building shell and exterior architectural and structural elements (booster station and interior systems and finishes will be removed from the plans). The lift station and yard piping will also be updated, as applicable, to reflect current Charlotte County Utilities standards.
5. Establish Task 22 – Zone 3 and 4 Plan Revisions and Task 23 – LPS Zone Plan Revisions to address conflicts between previously completed plans and underground utilities installed during the ongoing Ackerman construction project. Services may include, but are not limited to, hydraulic evaluations, plan and detail revisions, addressing utility conflicts, regulatory or standards-driven updates, owner-requested modifications, field coordination, and other engineering support, as required.

Except as modified herein, all other terms and conditions remain unchanged.

Approach to Budget and Compensation

- The total compensation requested under Amendment #2 is **\$632,480**.
- This amount includes new authorizations for Task 18 (Construction Administration), Task 19 (Supplemental Services), Task 20 (O'Hara Booster, restructured), Task 21 (O'Hara Lift Station, restructured), and new Tasks 22 and 23 for Zones 3, 4, and the LPS Zone. Task 3 added scope is covered by the existing unexpended lump-sum budget; no fee change.
- Following approval, the revised total contract value will be **\$3,307,056.62**
- A detailed breakdown is provided in the attached Exhibit D – Compensation.

We respectfully request approval of Amendment #2 so the work may proceed. I am available to discuss this request or provide any additional information you may need.

Sincerely,



Dennis Croyle, PE
Vice President / Project Manager

Attachments: Exhibit D – Compensation

WASTEWATER EXPANSION PHASE 2 PROJECT

EXHIBIT D

COMPENSATION FOR TASKS 1 - 23

Giffels-Webster Engineers, Inc.		Original Scope	Amendment 1	Amendment 2	
TASKS - DESCRIPTION		Total Fee	Total Fee	Additional Fee	Updated Total
TASK 1 - CONCEPTUAL DESIGN AND TECHNICAL MEMORANDUM	Lump Sum	\$29,290.00	\$29,290.00		\$29,290.00
TASK 2 - PROJECT MANAGEMENT	Lump Sum	\$99,540.00	\$92,896.39		\$92,896.39
TASK 3 - PUBLIC INFORMATION AND PRELIMINARY DESIGN REPORT	Lump Sum	\$104,930.00	\$104,930.00		\$104,930.00
TASK 4 - LAND SURVEYING AND ENVIRONMENTAL REVIEW	Lump Sum	\$219,730.00	\$245,248.28		\$245,248.28
TASK 5 - ONSITE LATERAL CONNECTION DESIGN	Lump Sum	\$19,130.00	\$16,932.08		\$16,932.08
TASK 6 - VACUUM STATION DESIGN (2)	Lump Sum	\$101,475.00	\$75,000.00		\$75,000.00
TASK 7 - GRAVITY LIFT STATION DESIGN	Lump Sum	\$27,370.00	\$16,422.00		\$16,422.00
TASK 8 - FORCE MAIN DESIGN	Lump Sum	\$15,610.00	\$34,455.00		\$34,455.00
TASK 9 - VACUUM, GRAVITY & LOW PRESSURE COLLECTION DESIGN	Lump Sum	\$844,612.00	\$809,728.87		\$809,728.87
TASK 10 - WATER MAIN DESIGN SERVICES	Lump Sum	\$274,924.00	\$333,296.99		\$333,296.99
TASK 11 - UTILITY NOTIFICATION AND COORDINATION	Lump Sum	\$6,846.00	\$11,009.43		\$11,009.43
TASK 12 - SUBSURFACE SOILS INVESTIGATION	Lump Sum	\$12,680.00	\$22,391.44		\$22,391.44
TASK 13 - STORM WATER ENHANCEMENTS	Lump Sum	\$24,590.00	\$32,796.56		\$32,796.56
TASK 14 - RECLAIMED WATER MAIN DESIGN	Lump Sum	\$25,935.00	\$19,451.25		\$19,451.25
TASK 15 - PERMITTING ASSISTANCE	Lump Sum	\$16,040.00	\$25,907.11		\$25,907.11
TASK 16 - CONTRACT DOCUMENTS	Lump Sum	\$38,895.00	\$48,271.21		\$48,271.21
TASK 17 - BID PHASE SERVICES	Lump Sum	\$22,320.00	\$42,300.00		\$42,300.00
TASK 18 - CONSTRUCTION ADMINISTRATION AND INSPECTION	Hourly	\$75,000.00	\$100,000.00	\$160,000.00	\$260,000.00
TASK 19 - SUPPLEMENTAL SERVICES	Hourly	\$150,000.00	\$150,000.00	\$100,000.00	\$250,000.00
TASK 20 - O'HARA BOOSTER AND DISINFECTION STATION NO. 10					
Meetings and Coordination			\$9,142.00		
Prelim Engineering and Station Layout			\$8,952.00		
Site Planning			\$65,790.00		
Engineering Design and Specifications			\$140,035.00	\$89,990.00	
Bid Phase Services			\$4,732.00	\$7,500.00	
Construction Administration Services			\$49,214.00		
TOTAL	Lump Sum	\$0.00	\$277,865.00	\$97,490.00	\$375,355.00
TASK 21 - O'HARA LIFT STATION NO. 23 REPLACEMENT					
Meetings and Coordination			\$9,142.50		
Prelim Engineering and Station Layout			\$7,457.75		
Engineering Design and Specifications			\$118,956.00	\$59,990.00	
Bid Phase Services			\$4,732.25	\$5,000.00	
Construction Administration Services			\$46,097.75		
TOTAL	Lump Sum	\$0.00	\$186,385.00	\$64,990.00	\$251,375.00
TASK 22 - PLAN REVISIONS (ZONES 3 AND 4)	Hourly			\$150,000.00	\$150,000.00
TASK 23 - PLAN REVISIONS (LPS ZONE)	Hourly			\$60,000.00	\$60,000.00
Total Contract		\$2,108,917.00	\$2,674,576.62	\$632,480.00	\$3,307,056.62