OCOEE CITY COMMISSION

Ocoee Commission Chambers
1 N. Bluford Avenue
Ocoee, Florida

September 16, 2025 **AGENDA** **6:15 PM**

REGULAR CITY COMMISSION MEETING

- **CALL TO ORDER**

  Invocation

  Pledge of Allegiance

  Roll Call and Determination of Quorum

- **PRESENTATIONS AND PROCLAMATIONS**

  Hispanic Heritage Month Proclamation

  9/11 Remembrance Proclamation

- **STAFF REPORTS AND AGENDA REVIEW**

- **PUBLIC COMMENTS**

- **CONSENT AGENDA**

  Matters listed under the consent agenda are considered to be routine and will be acted upon by one motion. There will be no separate discussion of these items unless discussion is desired by a member of the commission on a motion and a second, in which case the Mayor will instruct the City Clerk to remove that item from the Consent Agenda and such item will be considered separately.

  1. Approval of Minutes from the Regular City Commission Meeting held August 19, 2025, the Budget Workshop held August 27, 2025, and the Tentative Budget Hearing held on September 10, 2025. **(City Clerk Sibbitt)**
  2. Approval of District 2 Member Appointment to the Human Relations Diversity Board (HRDB). **(City Clerk Sibbitt)**
  3. Approval of Reappointments and New Appointment to the Parks and Recreation Advisory Board (PRAB). **(City Clerk Sibbitt)**
  4. Approval of a Two-Year Warranty Surety and Maintenance, Materials, and Workmanship Agreement with 7-Eleven, Inc. for 7-Eleven #41318 (Southeast Commercial at Ocoee Village Center). **(Development Engineer Keaton)**
  5. Approval of a Two-Year Warranty Surety and Maintenance, Materials, and Workmanship Agreement with Darren Center LLC for the Darren Center. **(Development Engineer Keaton)**
  6. Approval of the Darren Center Utility Easement. **(Development Engineer Keaton)**
  7. Approval of Cambria Suites at Ocoee Large-Scale Final Site Plan: Project No. LS-2024-005. **(Development Services Deputy Director Whitfield)**

8. Approval of the One (1) Year Optional Contract Renewal with Eurofins and Tri-Tech Labs for ITB 21-001 Laboratory Services for City Water & Wastewater Facilities. (**Procurement Manager Tolbert**)
9. Approval of the One (1) Year Optional Contract Renewal with CHA Consulting, Inc. for RFQ 20-006 Continuing Engineering Services for Water Utility Modeling & Minor Utility Studies. (**Procurement Manager Tolbert**)
10. Approval of the Setaram Mediated Settlement Agreement. **(City Engineer Womack)**
11. Approval of Extension to City Hall HVAC Service Agreement with Energy Air, Inc. **(Assistant Public Works Director Gajadhar)**
12. Notification of an Emergency Repair of Clarifier #3 in accordance with Section 21.6 of the City of Ocoee Code of Ordinances. **(Utilities Director Bolling)**
13. Approval of Rewis Street Sidewalk Replacement. **(Utilities Director Bolling)**

- **FIRST READING OF ORDINANCE**

- **SECOND READING OF ORDINANCE – PUBLIC HEARING**

- **PUBLIC HEARING**

14. Approval of Resolution for Abandonment and Vacation for Portions of North Lakewood Avenue and Clarcona Ocoee Road Rights of-Way; Project No. VAC-22-34. **(Concurrency & Commitment Coordinator McFarlane**)
15. Approval of Ocoee Pickleball Complex - Vasant Sports LLC Large-Scale Preliminary Site Plan; Project No. LS-2025-005. **(Development Services Deputy Director Whitfield)**

- **REGULAR AGENDA**

16. Approval of the Shortlisted Firms for Interviews for Request for Proposals (RFP) #25-006 Lease and Operation of the Forest Lake Golf Club. **(Procurement Manager Tolbert)**

- **COMMENTS FROM COMMISSIONERS**
  (Limit to Five Minutes)

- **ADJOURNMENT**

APPEALS: In accordance with Florida Statutes § 286.0105: Any person who desires to appeal any decision at this meeting will need a record of the proceedings and for this purpose may need to ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal is based.

ACCOMMODATIONS FOR DISABILITIES: In accordance with Florida Statute § 286.26: Persons with disabilities needing assistance to participate in any of these proceedings should contact the Office of the City Clerk, 1 N. Bluford Avenue, Ocoee, FL 34761, (407) 905 -3105 48 hours in advance of the meeting.

Proclamation

WHEREAS, each year, Americans observe National Hispanic Heritage Month by celebrating the history, culture and traditions of people whose ancestry can be traced to Spain, Mexico, Central America, South America and the Caribbean islands; and

WHEREAS, this observance celebrates the achievements of Hispanic Americans in the arts, education, entertainment, government, history, law, literature, medicine, the military, music, politics, science and other endeavors; and

WHEREAS, the United States first observed what was then National Hispanic Heritage Week in 1968 under President Lyndon Johnson, calling upon public officials, educators, librarians and all of the people of the United States to observe this time with ceremonies, activities and programs; and

WHEREAS, Hispanics make up 27.95 percent of the City of Ocoee's population have enriched and shaped our community for generations; and

WHEREAS, Hispanics continue to make significant and diverse contributions to the cultural, educational, economic and political vitality of the City of Ocoee.

NOW, THEREFORE, BE IT RESOLVED, the Ocoee City Commission does hereby proclaim September 15th – October 15th, 2025, as

HISPANIC HERITAGE MONTH

and encourage all residents to honor the rich diversity of the Hispanic community and celebrate the many ways they contribute to our nation and society.

IN WITNESS WHEROF, I hereunto have
Set my hand and caused the Seal of the
City of Ocoee, Florida to be affixed this
16th day of September, 2025.

Rusty Johnson, Mayor



ocoee
florida



Proclamation

Whereas: The earth shook on September 11, 2001, from an assault on The United States of America; and

Whereas: The democratic freedoms we all share were attacked by terrorists from afar; and

Whereas: Nearly 3,000 perished in the attack, with more than 400 of those being first responders who sacrificed their lives in an attempt to save others, all innocent victims of an evil beyond our comprehension; and

Whereas: This loss of life and the savagery of the attack on icons of our freedoms have left few Americans untouched; and

Whereas: We want to reach out to those families that have been sacrificed for a meaningless representation of a radical political view; and

Whereas: Our standard has been "One Nation under God," and we should stand up for our right and freedom with God's guidance; and

Whereas: These terrorists must be shown what freedom means to Americans, including the right to worship our God without fear of intimidation; and

Whereas: In memory of those we lost on this tragic day, we pray to never see a day like this again, and know the American spirit can never be broken and the unbreakable spirit lives on today in the courage of the first responders who safeguard our city each day, and the patriotism that lives on in the citizens of our great community.

Now, Therefore: **The City Commission of the City of Ocoee, Florida, proclaims that September 11, 2025, be known as a day of prayer, remembrance, and rededication to patriotism and love for our country that will be recognized forever.**

IN WITNESS WHEREOF, I hereunto have set my hand and caused the Seal of the City of Ocoee to be affixed this 11th Day of September 2025.

Rusty Johnson, Mayor

May God Bless America and May She Survive Forever.

OCOEE CITY COMMISSION
Ocoee Commission Chambers
1 N. Bluford Avenue
Ocoee, Florida

August 19, 2025 **MINUTES** **6:15 PM**

REGULAR CITY COMMISSION MEETING

- **CALL TO ORDER** 6:15 PM

Mayor Johnson called the regular session to order at 6:15 PM in the Commission Chambers of City Hall. The invocation was led by Ages Hart**,** *Ocoee Resident*, followed by the Pledge of Allegiance to the Flag led by **Mayor Johnson**. **City Clerk Sibbitt** called the roll and declared a quorum present.

Present: Mayor Johnson, Commissioner Kennedy, Commissioner Wilsen, Commissioner Firstner, and Commissioner Oliver

Also Present: City Manager Shadrix, City Attorney Geller, and City Clerk Sibbitt

- **PRESENTATIONS AND PROCLAMATIONS** - None

- **STAFF REPORTS AND AGENDA REVIEW** 6:16 PM

City Manager Shadrix announced that the staff report presented at the August 5th City Commission regarding the 2026 Holiday Schedule, and the cancellation of three (3) meeting dates contained a scrivener's error. It incorrectly referred to the approval of the September 8th meeting following the Labor Day holiday as a City Commission Meeting, when it should have stated that it was the cancellation of a Planning & Zoning Commission Meeting. No further action is required as this is for clarification purposes only. He further announced the First Budget Workshop is scheduled for Wednesday, August 27th at 6:00 PM in the Ocoee Commission Chambers.

- **PUBLIC COMMENTS** 6:18 PM

The following persons addressed the City Commission:

- **Dr. Jim Moyer**, *Orange Soil and Water District 2 Supervisor*, announced that Orange Soil and Water Conservation District is celebrating 80 years of service to Orange County from June 2025 until June 2026. He also presented a PowerPoint on the global climate change crisis and Starke Lake.
- **Norine Dworkin**, *Editor-in-Chief of Vox Populi*, reminded everyone of the special election being held on September 2nd and the deadlines for mail in ballots and early voting. She encouraged everyone to vote and announced her website information for those interested in viewing interviews with the candidates.

- **CONSENT AGENDA** 6:23 PM

Consent Agenda Motion

Motion: Move to adopt Consent Agenda Items #1-13; Moved by Commissioner Wilsen, seconded by Commissioner Oliver; Motion carried 5-0.

1. Approval of Minutes from the Regular City Commission Meeting held August 5, 2025. **(City Clerk Sibbitt)**
2. Approval of Reappointment of a Trustee to the General Employees' Pension Board. **(City Clerk Sibbitt)**
3. Approval of Reappointment of a Trustee to the Police Officer's/Firefighters' Pension Board. **(City Clerk Sibbitt)**
4. Approval to Ratify Appointment of the Fifth Trustee to the Police Officer's/Firefighters' Pension Board. **(City Clerk Sibbitt)**
5. Approval to Opt In the Opioid Litigation Settlement and Receive Funds. **(City Attorney Geller)**
6. Approval of the Certification of Non-Ad Valorem Assessment Roll for Stormwater Inclusion on the Orange County Tax Roll for FY 2025/2026. **(City Engineer Womack)**
7. Approval of Renewal of Agreement with Digitech for Medical Billing Services. **(Deputy Fire Chief Van Camp)**
8. Approval to Purchase Firefighting Bunker Gear Ensembles from Morning Pride via Sourcewell and Designate Morning Pride as a Sole Source Provider. **(Deputy Fire Chief Van Camp)**
9. Approval of Ratification of the Police Officers and Sergeants Collective Bargaining Agreement. **(Human Resources Director Wilson)**
10. Approval of Award for ITB 25-008 Ocoee Action Sports Skate Park Artificial Turf Project. **(Procurement Manager Tolbert)**
11. Approval of the Certification of Non-Ad Valorem Assessment Roll for Solid Waste Inclusion on the Orange County Tax Roll for FY 2025/2026. **(Public Works Director Krug)**
12. Approval of Change Order No. 1 for Contracted Sidewalk Repairs with APEC, LLC. **(Public Works Director Krug)**
13. Approval for the Endorsement of Eligible Projects under the Resilient Florida Program. **(Public Works Director Krug)**

- **FIRST READING OF ORDINANCE** - None

- **SECOND READING OF ORDINANCE – PUBLIC HEARING** 6:23 PM

14. Second Reading of Ordinances for 977 East Crown Point Road - Showers of Grace Evangelical Christian Mission Inc. Property Annexation & Rezoning from Orange County A-1 (Citrus Rural District) to City of Ocoee RCE-2 (Rural Country Estates District); Project No. AX-05-25-06 & RZ-25-05-06. **(Planner I Belizaire)**

Planner Belizaire presented a brief overview of the subject parcel located at 977 East Crown Point Road. The property is logical and eligible for annexation and will further the City's efforts to reduce enclaves within the city limits. The property is currently zoned County A-1 with Low Density Residential (LDR) designation on the Future Land Use Map (FLUM). A rezoning to conventional City RCE-2 is proposed, with the property maintaining its current LDR designation. City water is available; however, a water main will need to be extended to the north property line and a public hydrant installed with an automatic flusher device. Both the Development Review Committee (DRC) and Planning and Zoning Commission (PZC) recommended approval of the annexation, and rezoning with the condition that the submittal of an off-site plan for the extension of the water main, including a fire hydrant and flushing apparatus, is provided to the City.

City Attorney Geller read the title of the ordinances.

The public hearing was opened. As no one wished to speak, the public hearing was closed.

Commissioner Kennedy commented on the condition of approvals and inquired if the site plan had been submitted. He also questioned what the outcome would be if the ordinances were approved but the required submittals are not provided to the City. **Planner Belizaire** and **Development Services Deputy Director Whitfield** addressed his concern.

Motion: Move to approve Ordinance 2025-17 for 977 East Crown Point Road. - Showers of Grace Evangelical Christian Mission Inc. Property Annexation, Project No. AX-05-25-06, as presented by staff; Moved by Commissioner Firstner, Seconded by Commissioner Wilsen; Motion carried 5-0.

Motion: Move to approve Ordinance 2025-18 for 977 East Crown Point Road. - Showers of Grace Evangelical Christian Mission Inc. Property Rezoning, Project Number RZ-25-05-06, with the condition that the submittal of an off-site plan for the extension of the water main, including a fire hydrant and flushing apparatus is provided to the City; Moved by Commissioner Kennedy, Seconded by Commissioner Oliver; Motion carried 5-0.

- **PUBLIC HEARING** - None

- **REGULAR AGENDA** **6:33 PM**

15. Update and Direction on Orange County Redistricting Mapping. **(Angel de la Portilla)**

Angel de la Portilla, *Orange County Redistricting Advisory Committee Member,* provided an overview of the redistricting process to establish new district boundaries and incorporate two additional districts within Orange County. He presented the seven (7) proposed maps currently available for public review and shared the upcoming meeting dates for both the Orange County Redistricting Committee and the Orange County Board of Commissioners, the body responsible for approving the final map. He also noted that neighboring cities, including Maitland, Winter Park, and Winter Garden, have submitted their preferred map choices to the Redistricting Committee. Each map was reviewed and discussed in detail, and **Mr. de la Portilla** addressed any questions from the City Commission. The City Commission's discussion

on map selection focused on remaining within District 2, maintaining alignment with neighboring cities like Winter Garden, Oakland, and Apopka, and staying connected with communities that share similar issues and concerns.

Motion: Move to express support for Map 2 as the Ocoee City Commission's recommended map for the Orange County Redistricting process, and to submit a Resolution of Support on behalf of the City; Moved by Commissioner Kennedy, Seconded by Commissioner Firstner; Motion carried 5-0.

City Manager Shadrix recognized Alex de la Portilla, who was in the audience. He advised that he has been instrumental in assisting his father, Angel de la Portilla, and in assisting the City with tax reform efforts. He used a lot of his technical knowledge to create concise presentation materials in a quick time frame. He will be going back to graduate school to pursue his Master of Public Administration degree at Florida State University.

Mayor Johnson announced the upcoming City Events for the months of August and September.

- **COMMENTS FROM COMMISSIONERS** 7:26 PM

Commissioner Kennedy – None

Commissioner Oliver – Commented on the following: 7:26 PM

1) Urged residents to be prepared for an active hurricane season.
2) Read an inspirational quote.

Commissioner Firstner - None

Commissioner Wilsen – Commented on the following: 7:26 PM

1) Announced the upcoming Shred to Protect event on September 13th.

Mayor Johnson – Commented on the following: 7:27 PM – 7:31 PM

1) Expressed his concerns with areas being unkempt within the city, specifically in District 3. **City Manager Shadrix** confirmed that actions have been put into motion to address these issues.
2) Expressed concerns with congestion on and around Bluford Avenue during school drop off and pickup times. **City Manager Shadrix** asked the City Commission to direct him to request the School Board to conduct an operational analysis of the traffic patterns surrounding the school. **Consensus of the City Commission was to approve the City Manager to request an operational analysis of the traffic patterns conducted by the School Board in and around Bluford Avenue.**

- **ADJOURNMENT** 7:32 PM

APPROVED:

Attest: **City of Ocoee**

_____ _____

Melanie Sibbitt, City Clerk **Rusty Johnson, Mayor**

OCOEE CITY COMMISSION
Ocoee Commission Chambers
1 N. Bluford Avenue
Ocoee, Florida

August 27, 2025 **MINUTES** **6:00 PM**

BUDGET WORKSHOP

- **CALL TO ORDER** 6:00 PM

Mayor Johnson called the workshop to order at 6:00 PM in the Commission Chambers of City Hall. **City Clerk Sibbitt** called the roll and declared a quorum present.

Present: Mayor Johnson, Commissioner Kennedy, Commissioner Wilsen, Commissioner Firstner, and Commissioner Oliver
Also Present: City Manager Shadrix, Acting Finance Director Lawitzke, Chief Accountant Meruena, and City Clerk Sibbitt

- **FISCAL YEAR 2025/2026 BUDGET OVERVIEW** 6:01 PM

City Manager Shadrix and **Acting Finance Director Lawitzke** provided a PowerPoint presentation highlighting the 2025/2026 Budget Year which included the budget process timeline, notable changes for greater transparency, and budget commitments. **City Manager Shadrix** explained the Budget Supplement before them and its purpose. **Acting Finance Director Lawitzke** announced the millage rate and the percentage increase over the rollback rate and provided the ad valorem revenue. She explained the gross taxable rate, general fund revenues, general fund expenditures, and financial challenges.

- **DISCUSSION** 6:16 PM

Mayor Johnson opened the floor for questions from the City Commission.

Commissioner Firstner asked about the 30% increase in health insurance costs and further inquired whether any actions could be considered before deciding to increase insurance rates for employees. **City Manager Shadrix** addressed his questions. **Commissioner Firstner** inquired about the increase of the telephone costs as shown in the budget. **City Manager Shadrix** addressed his question.

Commissioner Oliver asked about the 'transfer out' amounts listed for each department and their intended use. He expressed concern about the lack of clarity in the descriptions provided for these funds. **Acting Finance Director Lawitzke** addressed his question. **Commissioner Oliver** asked for additional details regarding the sidewalk repair schedule and whether any funds from the current fiscal year would carry over into the new fiscal year for potential additional repairs. **City Manager Shadrix** addressed his question and **Public Works Director Krug** gave an update on the status of their current sidewalk repair project and outlined the amount of additional funding required. **Commissioner Oliver** inquired about the street paving that is scheduled for FY2025/2026. **Chief Accountant Meruena** shared that pages 160-161 provide a list of streets to be paved.

City Manager Shadrix noted that several Elected Officials raised the topic of speed tables, and staff is working to include funding for them in this year's budget. Staff will follow up individually to discuss further details. **Commissioner Oliver** asked about the work Alex de la Portilla had completed for the City, as referenced during the last Commission Meeting. **City Manager Shadrix** provided an overview of the free work that had been done. **Commissioner Oliver**

commented on the pool of talent among high school and college students and suggested including a budget line item to support youth summer jobs or college internships. He further asked if the City Commission would support this type of program. **Mayor Johnson** suggested revisiting the request at mid-year, after the completion of the street and sidewalk projects previously requested. He also shared his belief that that the City could potentially partner with the college to secure volunteers, eliminating the need for paid positions. **Commissioner Oliver** stated that the request was reasonable, as mid-year falls before the summer. He added that if the City is able to support the program, they could move forward quickly in partnership with CareerSource. **Commissioner Kennedy** shared he would not support a partnership with CareerSource but agrees with the Mayor on waiting until mid-year to determine healthcare funding and other priority projects. He stated that he is not opposed to having interns but explained that his firm follows a system where department heads propose specific interns for defined projects, ensuring the program is well-structured. He stated that if there is a need for interns within the City, staff should prepare and present a business case to the City Manager for review.

Mayor Johnson commented on the rising insurance costs in recent years, noting that the increase is due to several factors, including the rising cost of medication. He also expressed a desire for the City Manager to review the City clinic contract to explore potential modifications. **City Manager Shadrix** responded to his inquiry. **Mayor Johnson** requested that staff conduct a drive-through of the older parts of town, noting that several areas need improvements and that the newer sections should not be the sole focus. **City Manager Shadrix** explained that the workshops serve that purpose. He noted that by reviewing the list now, there is time before the budget is adopted to make any necessary changes to the road improvement plan. He encouraged all Elected Officials to review the lists and provide him with their priorities. **Mayor Johnson** commented that the contingency fund has an estimated $118,000, and he would like to allocate those funds either toward sidewalks or the cemetery expansion, as there are currently no available spaces. **City Manager Shadrix** advised that a presentation can be made to the City Commission for their consideration, but he plans to request that some of those contingency funds be allocated toward completing a sidewalk project on Rewis Street.

Commissioner Wilsen commented that local municipalities are uncertain about upcoming decisions at the State level, which is why they need to prioritize budgeting based on their essential needs rather than wants, especially to maintain a balanced rate of 4.95 mills. She further commented on the increase in taxes on the TRIM notices from other agencies such as Orange County and encouraged residents to voice their concerns on those increases at their meetings as well. Brief discussion ensued on the cemetery and **City Manager Shadrix** reiterated that a plan with associated costs can be brought to a City Commission Meeting before the end of the year.

Mayor Johnson noted that fire fees will also need to be reviewed again mid-year. **City Manager Shadrix** briefly responded to the comment and clarified the specific areas the consultants were assigned to examine.

Commissioner Kennedy inquired if a survey is being completed by HR on the Healthcare Clinic. **City Manager Shadrix** addressed his question. **Commissioner Kennedy** further commended staff and noted that moving toward a functional budget will result in cost savings. He expressed

his support for the direction the City Manager is taking. He also asked the Acting Finance Director to give a brief explanation of transfers in and out and went on to highlight the differences between private-sector accounting and governmental fund accounting.

City Manager Shadrix praised the professional staff for the reductions made in their operational budget.

Mayor Johnson also thanked staff and City Manager Shadrix for being able to include a 3.5% increase in cost of living for the employees.

Commissioner Wilsen shared that it is nice when they receive compliments from their residents on the professionalism of the City staff.

Commissioner Oliver commented that, unfortunately, many residents are not present to see the sacrifices and budget cuts made by staff in order to balance the budget and maintain the millage rate at 4.95 mills. He commended staff for all their work.

Commissioner Firstner echoed the sentiments made by those who spoke before him and thanked the Finance Team for the clear layout of the budget books, noting that they were easy to follow and promoted transparency.

Mayor Johnson announced that the next Budget Workshop is no longer necessary and received consensus from the City Commission to cancel it. Therefore, the next budget meeting is the Tentative Budget Public Hearing scheduled for September 10th.

- **ADJOURNMENT** **7:02 PM**

The meeting adjourned at 7:02 PM.

APPROVED:

Attest: **City of Ocoee**

_____ _____

Melanie Sibbitt, City Clerk **Rusty Johnson, Mayor**

OCOEE CITY COMMISSION
Ocoee Commission Chambers
1 N. Bluford Avenue
Ocoee, Florida

September 10, 2025 **MINUTES** **6:00 PM**

TENTATIVE BUDGET PUBLIC HEARING

- **CALL TO ORDER** 6:00 PM

Mayor Johnson called the tentative budget hearing to order at 6:00 PM in the Commission Chambers of City Hall. The invocation was led by **City Manager Shadrix**, followed by the Pledge of Allegiance to the Flag.

Present: Mayor Johnson, Commissioner Kennedy, Commissioner Wilsen, Commissioner Firstner

Absent: Commissioner Oliver (*City Manager Shadrix shared a message on behalf of Commissioner Oliver explaining his absence.)*

Also Present: City Manager Shadrix, City Attorney Schaffer, City Clerk Sibbitt, Assistant Finance Director Lawitzke, and Chief Accountant Meruena

- **PUBLIC HEARING** 6:01 PM

A. Mayor's Announcement

This is a public hearing on the proposed budget and tentative millage rate for the City of Ocoee. Notice of this hearing was contained in the Notice of Proposed Property Taxes mailed by the Property Appraiser. The City Commission has previously set a tentative millage rate of **5.5000 mills** which represents a **17.28%** increase in millage over the rolled-back rate of **4.6898 mills**.

B. Briefing by City Attorney 6:02 PM

The preliminary millage rate set by the City Commission and contained in the TRIM Notice is **5.5000 mills**. The maximum millage rate, which may be levied by the City by regular majority vote for the 2025-2026 fiscal year is **7.1100 mills**, such maximum millage rate having been determined pursuant to Section 200.185(3)(a), Florida Statutes. The establishment of a millage rate between **7.1101 mills** and **7.8210 mills** requires a two-thirds vote (super majority) of the membership of the City Commission (or 4 votes). The establishment of a millage rate between **7.8211 mills** and **10.0000 mills** requires a unanimous vote of the City Commission. Additionally, any millage rate adopted above the preliminary millage rate of **5.5000 mills** would require notice by first-class mail to each taxpayer. The tentative millage rate adopted at this hearing will become the maximum millage rate which may be adopted by the City Commission at the public hearing on the final millage rate. A unanimous vote or a two-thirds vote may be required to adopt the tentative millage rate as the final millage rate. At the final public hearing, the City Commission may adopt a millage rate which is less than the tentative millage rate.

C. Briefing by Assistant Finance Director 6:03 PM

Assistant Finance Director Lawitzke announced that the final budget hearing is scheduled for next Wednesday, September 17th, at 6:00 PM, and presented a PowerPoint which summarized the budget priorities, and commitments for FY 2025-2026. Highlights in the presentation covered:

- Economic Highlights
- Departmental Budget Reallocation to increase transparency
- Tentative Millage Rate – no change
- Capital Projects
- General fund total increase is 1.8%

Mayor Johnson opened the floor for public comments.

No speaker reservation forms were received; therefore, the public hearing was closed.

Commissioner Wilsen stated that she is pleased that the millage rate remains at 4.9500 mills.

D. Announcement by Assistant Finance Director: 6:17 PM

Assistant Finance Director Lawitzke recomputed the proposed tentative millage rate and announced the percent by which the recomputed proposed millage rate exceeds the rolled-back rate. This percentage is the proposed tentative percentage increase in property taxes. **City Manager Shadrix** announced that the proposed new tentative millage rate of **4.9500** is **5.5%** above the rollback rate.

1. Public Comments 6:20 PM

Mayor Johnson opened the floor for public comments.

The following persons addressed the City Commission:

- **Chris Adkins**, *Ocoee Resident*, expressed his concerns with funding and purchase approvals made prior to the increase in fire protection non-ad valorem assessment and garbage fees.

- **Cristina Or**, *Ocoee Resident*, expressed reservations about property tax rates in Orange County, particularly in Ocoee where property owners also pay county taxes. She suggested that Orange County and the City of Ocoee collaborate to establish a more affordable rate.

- **Norine Dworkin**, *Vox Populi*, asked for an explanation of how the budget balanced at 4.9500 mills after the Fire Assessment increase was put in place. **City Manager Shadrix** addressed her questions.

The public hearing was closed.

2. Commissioners' Comments 6:32 PM

Commissioner Kennedy stated that the City Manager is working with Orange County to address taxes. He responded to public comments on property values and taxation, noting the limited ratio of commercial to residential properties and its impact on the millage rate. He further cautioned of a potential financial crisis stemming from state-level decisions and addressed questions regarding revenue from the Forest Lake Golf Course.

Commissioner Wilsen commented on tax exemptions and explained that when a resident receives an exemption, the City still must produce the money to operate and provide services to residents.

City Manager Shadrix addressed a public comment that alleged the City increased the cost of reclaimed water by 90%, clarifying that this is completely false. He explained that the City is absorbing approximately $1.1 million in costs resulting from Orange County's mandate for an uninterruptible backup supply, and that these costs have not been passed on to residents.

Mayor Johnson expounded upon Commissioner Kennedy's explanation of the millage rate relative to the ratio of commercial property; he also clarified that the City is not purchasing the golf course, it has always owned the property. He further explained that the City bought out the previous operator's lease to regain control of the golf course's operation and hire a new operator to make improvements, with more favorable contractual terms. Under the temporary operator, the City is already realizing revenue. **Mayor Johnson** also explained that Orange County and the Orange County School Board are two separate entities, both which assess ad valorem taxes on residents' bills.

- **Alan Vance**, *Ocoee Resident*, inquired about the City's plan if the state eliminates property taxes. **Mayor Johnson** addressed his question.

Commissioner Wilsen spoke about the Florida League of Cities and the Local Voices United program.

Mayor Johnson expressed the need for Ocoee residents to make their voices heard among Orange County leadership. He further pondered the services and the value that Ocoee and its residents receive from the County, taking into consideration the County's property tax revenue from Ocoee residents. **City Manager Shadrix** addressed his comments.

E. Motion to Adopt the Tentative Millage Rate 6:52 PM

City Attorney Schaffer read the title of the ordinance.

AN ORDINANCE OF THE CITY OF OCOEE, FLORIDA, ESTABLISHING A TENTATIVE MILLAGE RATE OF 4.9500 MILLS FOR AD VALOREM TAXES FOR THE CITY OF OCOEE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025, AND ENDING SEPTEMBER 30, 2026; PROVIDING FOR MILLAGE RATE ADJUSTMENT; PROVIDING FOR COLLECTION OF TAXES; PROVIDING FOR 5.5% IN MILLAGE RATE OVER THE ROLLED-BACK RATE; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

Motion: Move that the City Commission adopt the tentative millage rate at 4.9500 mills for the fiscal year beginning October 1, 2025, and ending September 30, 2026; Moved by Commissioner Wilsen, seconded by Commissioner Firstner. Motion carried 4-0 with Commissioner Oliver absent.

F. Motion to Adopt the Tentative Budget 6:53 PM

City Attorney Schaffer read the title of the ordinance.

AN ORDINANCE OF THE CITY OF OCOEE, ORANGE COUNTY, FLORIDA, ADOPTING A TENTATIVE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025, AND ENDING SEPTEMBER 30, 2026; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

Motion: Move that the City Commission adopt the tentative budget as distributed along with the revisions resulting from the Budget Workshop for the fiscal year beginning October 1, 2025, and ending September 30, 2026; Moved by Commissioner Kennedy, Seconded by Commissioner Firstner. Motion carried 4-0 with Commissioner Oliver absent.

Mayor Johnson announced the public hearing to consider the final millage rate, and final budget, is scheduled to be held Wednesday, September 17, 2025, at 6:00 PM in the City Hall Commission Chambers. The hearing has been advertised in accordance with the provisions of Section 200.065, Florida Statutes, and Section C-37 of Article VI of the Ocoee City Charter. The appropriate Ordinances necessary to adopt the Final Millage Rate and Final Budget will be prepared by City staff, and all other action necessary to comply with the requirements of Section 200.065, Florida Statutes, will be undertaken.

- **ADJOURNMENT**

The meeting was adjourned at 6:56 PM.

APPROVED:

Attest:	**City of Ocoee**
_____	_____
Melanie Sibbitt, City Clerk	**Rusty Johnson, Mayor**

STAFF REPORT

Meeting Date: September 16, 2025
Item #: 2

Contact Name: Melanie Sibbitt
Contact Number: Ext. 1026

Department Director: Melanie Sibbitt
City Manager: Craig Shadrix

Subject: Approval of District 2 Member Appointment to the Human Relations Diversity Board (HRDB). (City Clerk Sibbitt)

Background Summary:

The Human Relations Diversity Board (HRDB) was established by resolution on September 16, 2003. Subsequent amendments to the resolution followed, with the most recent amendment providing for changes to membership and clarifying requirements as adopted by Resolution 2023-01 on January 17, 2023. The HRDB's general mission is to promote understanding, respect, goodwill, and equality among all citizens and businesses of the City of Ocoee. The board consists of seven (7) voting members: five (5) members are appointed by the City Commissioners, with each Commissioner selecting one member from their respective district, and the Mayor appointing one member from any district. Additionally, two (2) at-large members are chosen by the City Commissioners from a pool of eligible applicants who have submitted an application to serve on City Boards.

On August 15, 2025, the City Clerk's Department received an advisory board application from Reshell Smith, showing interest in the Human Relations Diversity Board, to fill the vacant member seat for District 2, with a term set to expire in May 2026. District 2 Commissioner, Rosemary Wilsen, has acknowledged Reshell Smith's application and directed the City Clerk's Department to move forward with presenting her application to the City Commission. There is still a vacant member seat for District 3 and to date, no other applications have been received by the City Clerk's Department.

Issue:

Should the Honorable Mayor and City Commissioners appoint Reshell Smith to represent District 2 and fill the currently vacant seat with a term ending in May 2026?

Recommendations:

Staff recommends the Honorable Mayor and City Commissioners appoint Reshell Smith to represent District 2 and fill the currently vacant seat with a term ending in May 2026.

Attachments:

1. Board List
2. HRDB Application - Reshell Smith - District 2

Financial Impacts:
None

Type of Item: Consent

HUMAN RELATIONS/DIVERSITY BOARD

Created by Res. #2003-21 on September 16, 2003; and
amended by Res. #2004-11; amended by Res. #2010-10; amended by Res. #2013-07; amended by Res. #2015-014;
amended by Res. #2016-009; amended by Res. #2021-002; and amended by Res. #2023-01.
No less than 5 members, no more than 7 members - (3 year terms)

Member	District	Email	Term Expires
1. William Maxwell	M (2)	wemaxcom@aol.com	May 2026
2. Vinny Singh	1	hemrajvsingh@yahoo.com	May 2028
3. VACANT	2		May 2026
4. VACANT	**3**		**May 2025***
5. Robert Henderson	4	henderson3100@gmail.com	May 2026
6. Kellie Beck	Member At-Large (1)	kellieabeck@gmail.com	May 2028
7. Jason Mellen	Member At-Large (4)	Jasonmellen74@gmail.com	May 2026

COMMISSION LIAISON *Non-voting member*

Rusty Johnson	Mayor	407-905-3112 rjohnson@ocoee.org

STAFF LIAISON

Doug Gaines Assistant Director	Parks and Leisure Services	407-905-3100 ext. 9-1503 dgaines@ocoee.org

RECORDING CLERK

Angel Torres Administrative Assistant	City Clerk Dept.	407-905-3100 ext. 9-1022 atorres@ocoee.org

** First Term is a two-year term. After initial term it changes to a three-year term.*

APPLICATION FOR SERVING ON CITY BOARDS

Please use this form to apply for appointment to a citizen advisory or quasi-judicial board. Completed applications must be signed and submitted to the Office of the City Clerk, 1 N. Bluford Ave., Ocoee, FL 34761 or emailed to ccdl@ocoee.org. Applications are valid for one (1) year from the date of submission. Please direct any questions to the Office of the City Clerk, 407-905-3105.

All submitted applications are public records under Chapter 119, Florida Statutes, and are open to inspection by all persons.

Name (please print) Reshell Smith E-mail Address reshell2smith@gmail.com

Home Address 1080 Canby Circle Ocoee, FL 34761

Phone 407-924-3094 City Resident at Least 6 Months? ☑ Yes ☐ No City District # 2

When possible, equal representation for all districts shall be maintained on all advisory boards, and the City Commission shall consider the demographic makeup of the board upon making their appointment.

Place of Work Self-employed Position Senior Consultant / Planner

Business Address 1746 E. Silver Star Rd. #190

US Citizen? ☑ Yes ☐ No Registered Voter? ☑ Yes ☐ No City Employee? ☐ Yes ☒ No Dept. _____

Presently Serve on Quasi-judicial Board? ☐ Yes ☑ No If yes, please describe _____

State law prohibits service on more than one quasi-judicial board or elected/appointed office.

Please indicate the board(s) for which you seek appointment by the City Commission. Financial disclosure and/or background checks are required for certain citizen board members; see footnotes.

☐	Citizen Advisory Council for Fire Dept.[2]	☐	Parks & Recreation Advisory Board[2]
☐	Citizen Advisory Council for Police Dept.[2]	☐	Planning & Zoning Commission[1]
☐	Code Enforcement Board[1]	☐	Personnel Board
☐	General Employees' Retirement Trust Fund Board of Trustees[1]	☐	Police Officers' and Firefighters' Retirement Trust Fund Board of Trustees[1]
☑	Human Relations Diversity Board[2]		

[1] Financial disclosure forms must be submitted after appointment to a quasi-judicial board.

[2] Background checks are required before a member may participate in public-contact events.

Is this for Reappointment? ☐ Yes ☑ No

Have Attended at Least 1 Meeting of Requested Board(s)? ☑ Yes ☐ No

You are strongly encouraged to attend at least one meeting of any board for which you seek appointment prior to submitting your application.

List any education, experience, and/or skill or civic involvement that would be relevant to serving on a board.
Is a Resume Attached? ☐ Yes ☑ No

Education: Morris Brown College Bachelors 1993
Florida Metropolitan Masters 1997

Experience: As a financial planner, I am an advocate for economic equity and wealth building. I am a Board member for Women On The Rise, a member of the Black advisory council, and have regularly lead outreach initiatives.

Special Knowledge or Skills: As a media contributor, I am skilled in delivering complex topics; as a Board member, I am knowledgable about non profit operations and governance; and have a proven ability to lead community driven initiatives.

Community/Civic Organizations & Involvement: Alpha Kappa Alpha Sorority; Valencia's Black advisory Council Women On The Rise, Crystal River Community Redevelopment Committee; Partner with several faith based organizations

Hobbies or Special Interests: Public speaking, organizing community events; writing and content creation; shopping

ACKNOWLEDGMENT (Check Below):

- ☑ I understand that in accordance with the Florida Sunshine Law, this information will be available for public review and I waive any objections to such publication.
- ☑ If appointed, I agree to faithfully and fully perform the duties of the Board, make every endeavor to serve my full term, and will comply with all laws or Ordinances of the City, County, and State of Florida.
- ☑ I understand, if appointed, an updated application must be submitted to seek appointment to another advisory board.
- ☑ I understand that Financial disclosure forms must be submitted after appointment to a quasi-judicial board.

STATE REPORTING REQUIREMENTS

Section 760.80, F.S., requires the City submit a report annually to the Secretary of State disclosing race, gender, and physical disabilities of board and committee members. Please check the appropriate boxes below:

Race
- ☑ African-American
- ○ Asian- American
- ○ Hispanic-American
- ○ Native American
- ○ Caucasian

Gender
- ◉ Male
- ☑ Female

Disability
- ☐ Physically Disabled

By my signature below, I attest that the information provided herein is true and correct, and I acknowledge and agree that a background check will be required when my duties include contact with the public.

Signature Rosa Date 8-6-25

STAFF REPORT

Meeting Date: September 16, 2025
Item #: 3

Contact Name: Melanie Sibbitt
Contact Number: Ext. 1026

Department Director: Melanie Sibbitt
City Manager: Craig Shadrix

Subject: Approval of Reappointments and New Appointment to the Parks and Recreation Advisory Board (PRAB). (City Clerk Sibbitt)

Background Summary:

Members of the Parks and Recreation Advisory Board (PRAB) serve three-year terms. The resolution provides that the Parks and Recreation Advisory Board shall consist of nine (9) members, and only legal residents of the City of Ocoee or who are members of a City sporting organization that utilize the Ocoee parks shall be eligible for membership. When possible, equal representation for all districts shall be maintained on all advisory boards, and the City Commission shall consider the demographic makeup of the board upon making their appointment. Currently, the board has five (5) members.

The terms of Jane Rainer and Eli Salhab end in October 2025. Members Rainer and Salhab have indicated they are willing to serve another three-year term, if reappointed. One new application has been received from Michelle Cummings, who wishes to be appointed to the Parks and Recreation Advisory Board with a term ending October 2028.

Issue:

Should the Honorable Mayor and City Commissioners reappoint Members Rainer and Salhab, and appoint Michelle Cummings to the Parks and Recreation Advisory Board to serve a three-year term ending October 2028?

Recommendations:

Staff recommends that the Honorable Mayor and City Commissioners consider reappointing Members Rainer and Salhab, and appointing Michelle Cummings to the Parks and Recreation Advisory Board to serve a three-year term ending October 2028.

Attachments:

1. Board List
2. Parks & Rec Advisory Board Application - Michelle Cummings

Financial Impacts:

None

Type of Item: Consent

PARKS AND RECREATION ADVISORY BOARD

Created by Ordinance No. 908, 9-02-86/Amended by Ordinance Nos. 937, 93-02, 98-29, 2009-012 and Repealed by 2021-052
Reestablished by Resolution No. 2021-011, Amended by Resolution No. 2022-03
Members must be legal residents of the City of Ocoee or members of a City sporting organization that utilize the Ocoee parks
(9 Members/Three-Year Terms/Quorum is 50% plus One)

Member	District	Email	Term Expires
1. Jane Rainer ***Ocoee Youth Soccer League Rep***	4	jrainer5@gmail.com	10/25
2. Sherrall Applegate	1	acodapple@gmail.com	10/26
3. Brad Lomneck	2	bradlovesocoee@gmail.com	10/26
4. Eli Salhab	4	Elisalhab@yahoo.com 4thekidsentertainment@gmail.com	10/25
5. Qubeliah Graham	4	trooperQ@hotmail.com	10/27
6. Vacant			10/25
7. Vacant			10/26
8. Vacant			
9. Vacant			

Commission Liaison
Rosemary Wilsen 407-298-1574
RWilsen@ci.ocoee.fl.us

Staff Liaison
Mark Johnson 407-905-3100 ext. 9/5002

Recording Clerk
Gilda Shaw 407-905-3100 ext. 9/5110
GShaw@ocoee.org

Updated 06/09/2025

APPLICATION FOR SERVING ON CITY BOARDS

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All submitted applications are public records under Chapter 119, Florida Statutes, and are open to inspection by all persons.

Name (please print) Michelle Cummings E-mail Address macummings0522@gmail.com

Home Address 306 SABINAL ST OCOEE FL 34761

Phone 407-230-0423 City Resident at Least 6 Months? ☑ Yes ☐ No City District # 2

When possible, equal representation for all districts shall be maintained on all advisory boards, and the City Commission shall consider the demographic makeup of the board upon making their appointment.

Place of Work 3MG SOLUTIONS Position AR LEAD

Business Address 1127 SOLANA AVE WINTER PARK FL 32789

US Citizen? ☑ Yes ☐ No Registered Voter? ☑ Yes ☐ No City Employee? ☐ Yes ☑ No Dept. _____

Presently Serve on Quasi-judicial Board? ☐ Yes ☑ No If yes, please describe _____

State law prohibits service on more than one quasi-judicial board or elected/appointed office.

Please indicate the board(s) for which you seek appointment by the City Commission. Financial disclosure and/or background checks are required for certain citizen board members; see footnotes.

☐	Citizen Advisory Council for Fire Dept.[2]	☑	Parks & Recreation Advisory Board[2]
☐	Citizen Advisory Council for Police Dept.[2]	☐	Planning & Zoning Commission[1]
☐	Code Enforcement Board[1]	☐	Personnel Board
☐	General Employees' Retirement Trust Fund Board of Trustees[1]	☐	Police Officers' and Firefighters' Retirement Trust Fund Board of Trustees[1]
☐	Human Relations Diversity Board[2]		

[1] Financial disclosure forms must be submitted after appointment to a quasi-judicial board.

[2] Background checks are required before a member may participate in public-contact events.

Is this for Reappointment? ☐ Yes ☑ No

Have Attended at Least 1 Meeting of Requested Board(s)? ☑ Yes ☐ No

You are strongly encouraged to attend at least one meeting of any board for which you seek appointment prior to submitting your application.

List any education, experience, and/or skill or civic involvement that would be relevant to serving on a board.
Is a Resume Attached? ☐ Yes ☑ No

Education: HIGH SCHOOL

Experience: 47 year resident

Special Knowledge or Skills:

Community/Civic Organizations & Involvement: SERVED 6 YEARS WITH THE WOMANS CLUB OF OCOEE
SERVED 2 YEARS ON HRDB CURRENTLY SERVING ON A PATIENT ADVISORY BOARD WITH ORLANDO HEALTH

Hobbies or Special Interests:

ACKNOWLEDGMENT (Check Below):

- ☑ I understand that in accordance with the Florida Sunshine Law, this information will be available for public review and I waive any objections to such publication.
- ☑ If appointed, I agree to faithfully and fully perform the duties of the Board, make every endeavor to serve my full term, and will comply with all laws or Ordinances of the City, County, and State of Florida.
- ☑ I understand, if appointed, an updated application must be submitted to seek appointment to another advisory board.
- ☑ I understand that Financial disclosure forms must be submitted after appointment to a quasi-judicial board.

STATE REPORTING REQUIREMENTS

Section 760.80, F.S., requires the City submit a report annually to the Secretary of State disclosing race, gender, and physical disabilities of board and committee members. Please check the appropriate boxes below:

Race
- ○ African-American
- ○ Asian- American
- ○ Hispanic-American
- ○ Native American
- ◉ Caucasian

Gender
- ○ Male
- ◉ Female

Disability
- ☐ Physically Disabled

By my signature below, I attest that the information provided herein is true and correct, and I acknowledge and agree that a background check will be required when my duties include contact with the public.

Signature _____ Date 8/11/2025

STAFF REPORT

Meeting Date: September 16, 2025
Item #: 4

Contact Name: Martrivus Keaton
Contact Number: Ext. 1088

Department Director:
City Manager: Craig Shadrix

Subject: Approval of a Two-Year Warranty Surety and Maintenance, Materials, and Workmanship Agreement with 7-Eleven, Inc. for 7-Eleven #41318 (Southeast Commercial at Ocoee Village Center). (Development Engineer Keaton)

Background Summary:

The subject 7-Eleven property is in Commission District 1, located on Clarcona Ocoee Road, southeast of the intersection of Clarcona Ocoee Road and N. Lakewood Avenue, within the Southeast Commercial at Ocoee Village Center development. The developer has completed construction of the development's infrastructure improvements and has requested a Certificate of Completion. The infrastructure improvements include potable water, sanitary sewer, reclaimed water, utilities, stormwater collection system, perimeter wall/fencing, and associated landscaping. All identified punch list repairs have been completed, and the developer is ready to start the two-year warranty period for the public improvements.

As a requirement of the Land Development Code, the developer must furnish to the City a Surety to cover any possible damage discovered or occurring during a two (2) year time period. Should any damages be discovered or occur within such two-year period and should the developer choose not to make needed repairs, 7-Eleven, Inc. has provided the City with a check in the amount of $1,651.61 as a form of Warranty Surety, which is 10% of the constructed improvements costs. The attached Maintenance, Materials, and Workmanship Agreement (Form 8 of the Land Development Code) acts as the executable document between the developer and the City. The Surety will be returned to the developer upon completion of the two-year warranty period, less the cost of repair of any damages discovered or that occurred over those two years.

Issue:

Should the Honorable Mayor and City Commissioners accept the Surety provided by 7-Eleven, Inc. for 7-Eleven #41318 (Southeast Commercial at Ocoee Village Center) warranty and execute the Maintenance, Materials, and Workmanship Agreement?

Recommendations:

The Development Services Department recommends that the Honorable Mayor and City Commissioners approve the acceptance of the Surety and the execution of the Maintenance, Materials, and Workmanship Agreement with 7-Eleven, Inc. for 7-Eleven #41318 (Southeast Commercial at Ocoee Village Center).

Attachments:

1. MMW 2-year agreement

Financial Impacts:
None

Type of Item: Consent

MAINTENANCE, MATERIALS, AND WORKMANSHIP ESCROW AGREEMENT

This Agreement is entered into this ___ day of _____, 20__, by 7-Eleven, Inc., hereinafter referred to as "Developer" and the **City of Ocoee, a Florida municipal corporation,** hereinafter referred to as the "City".

WHEREAS, Developer is the owner of certain real property located in Orange County, Florida more fully described in the attached **Exhibit "A"** which exhibit is incorporated herein by this reference (the "Property"); and

WHEREAS, Developer has developed and constructed on the property, a subdivision known as Ocoee Village / 7-Eleven #41318 (the "Subdivision") and in connection therewith has installed with the approval of the City certain roads, streets, sewers, water systems, drainage works, and/or other improvements (the "Improvements") under the provisions, conditions, and requirements of the City's Subdivision Regulations and the subdivision approval granted the 6th day of October, 2025 by the Board of City Commissioners; and

WHEREAS, under Section 4-4, Subdivision Review Process, of the City's Land Development Code, Developer is required to warrant the maintenance, materials, and workmanship of the Improvements constructed by Developer within the Subdivision; and

WHEREAS, Section 4-4, Subdivision Review Process, of the City's Land Development Code provide that Developer may guaranty such maintenance, materials, and workmanship by placing a cash escrow with the City; and

WHEREAS, Developer wishes to establish an escrow fund in order to guaranty the maintenance, materials, and workmanship of the Improvements within the Subdivision as required by Section 4-4, Subdivision Review Process, of the Land Development Code.

NOW THEREFORE, the parties agree as follows:

SECTION 1. ESTABLISHMENT OF ESCROW FUND.

Developer does hereby establish an escrow fund with the City in the amount of $1,651.61 to guaranty the maintenance, materials, workmanship, and structural integrity of the Improvements. This escrow fund shall be placed by the City in an account at a local financial institution and shall be disbursed only in accord with the terms of this Agreement.

SECTION 2. TERMS AND CONDITIONS FOR RETURN OF ESCROW FUND.

In the event Developer shall maintain the Improvements in a first class condition for a period of two (2) years from the date of issuance of the Certificate of Completion for the Improvements, and if Developer shall replace all paving or other structures which within said two (2) year period shall be found by the City not to comply with said subdivision approval, and that if the Developer shall replace any other Improvements the materials, workmanship, or structural integrity of which shall be found by the City not to comply with said subdivision approval for a two (2) year period following issuance of the Certificate of Completion by the City, and shall pay any and all costs or expenses incidental to the performance of any work required to be performed hereunder, then the monies escrowed hereunder less an administrative fee of two (2) percent which shall be retained by the City and less all bank charges with respect to the maintenance of the escrow fund shall be returned to the Developer.

SECTION 3. CITY'S RIGHT TO DRAW ON ESCROW FUND.

The funds escrowed hereunder shall be used by the City only to repair or replace the Improvements deemed by the City to not comply with the subdivision approval except as mutually agreed to by the parties. If at any time during the two (2) year period following the issuance of the Certificate of Completion for the Improvements the City notifies Developer in writing of any deficiency or fault in the materials, workmanship, or structural integrity of the Improvements, and Developer fails to correct such deficiency or fault to the satisfaction of the City within thirty (30) days of such written notice, then the City may make such corrections, the cost of which shall be paid for out of the escrow fund for this purpose without further notice to Developer.

Notwithstanding anything contained in Section 2 above, in the event the City has notified Developer of a deficiency or fault as provided above, the term of this Agreement shall continue until such deficiency or fault is corrected.

SECTION 4. CONTINUED APPLICABILITY OF SUBDIVISION REGULATIONS.

This Agreement shall not be construed to relieve or release Developer from any of its obligations under the City Subdivision Regulations with respect to the Improvements.

SIGNATURES TO FOLLOW

IN WITNESS WHEREOF, the parties hereto have caused these presents to be signed as of the date and year first above written.

DEVELOPER:

By: 7-Eleven, Inc.,
Print Name: Daniel Fitzgerald
Title: Construction Manager

CITY:

ATTEST:

CITY OF OCOEE, FLORIDA, a Florida municipal corporation

By:_____
Melanie Sibbitt, City Clerk

By:_____
Rusty Johnson, Mayor

(SEAL)

FOR THE USE AND RELIANCE BY THE CITY OF OCOEE ONLY. APPROVED AS TO FORM AND LEGALITY this _____ day of _____, 20___.

FISHBACK DOMINICK

By:_____
City Attorney

APPROVED BY THE OCOEE CITY COMMISSION AT A MEETING HELD ON _____, 20___ UNDER AGENDA ITEM NO. _____.

LEGAL DESCRIPTION:

A PORTION OF THE SOUTHWEST 1/4 OF SECTION 5, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA, TOGETHER WITH PORTIONS OF THE RIGHT-OF-WAY FOR NORTH LAKEWOOD AVENUE AND CLARCONA-OCOEE ROAD LYING IN THE SOUTHWEST 1/4 OF SAID SECTION 5, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHWEST CORNER OF THE SOUTHWEST 1/4 OF SAID SECTION 5; THENCE NORTH 89°44'04" EAST ALONG THE SOUTH LINE OF SAID SOUTHWEST 1/4, A DISTANCE OF 1,314.82 FEET TO THE SOUTHEAST CORNER OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 5; THENCE NORTH 00°17'43" EAST ALONG THE EAST LINE OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 5, A DISTANCE OF 1,104.85 FEET TO THE POINT OF BEGINNING; THENCE DEPARTING FROM SAID EAST LINE RUN NORTH 89°13'22" WEST, A DISTANCE OF 158.15 FEET TO A POINT OF CURVATURE OF A CURVE CONCAVE TO THE NORTH; THENCE WESTERLY ALONG SAID CURVE HAVING A RADIUS OF 1,685.41 FEET, A CENTRAL ANGLE OF 19°13'30" FOR AN ARC DISTANCE OF 565.52 FEET; THENCE NORTH 13°43'45" WEST ALONG A NON-TANGENT LINE, A DISTANCE OF 41.58 FEET; THENCE NORTH 42°32'22" EAST, A DISTANCE OF 29.78 FEET TO A POINT ON THE ARC OF A NON-TANGENT CURVE CONCAVE TO THE NORTHWEST, THE RADIUS POINT OF WHICH BEARS NORTH 62°22'55" WEST; THENCE NORTHEASTERLY ALONG SAID CURVE HAVING A RADIUS OF 1,012.00 FEET, A CENTRAL ANGLE OF 05°09'35" FOR AN ARC DISTANCE OF 91.13 FEET TO A POINT OF TANGENCY; THENCE NORTH 22°27'30" EAST, A DISTANCE OF 117.36 FEET; THENCE NORTH 65°30'31" EAST, A DISTANCE OF 47.78 FEET TO A POINT ON THE ARC OF A NON-TANGENT CURVE CONCAVE TO THE NORTH, THE RADIUS POINT OF WHICH BEARS NORTH 18°33'31" EAST; THENCE EASTERLY ALONG SAID CURVE HAVING A RADIUS OF 1,385.18 FEET, A CENTRAL ANGLE OF 14°32'16" FOR AN ARC DISTANCE OF 351.46 FEET TO A POINT ON THE SOUTH RIGHT-OF-WAY LINE OF CLARCONA-OCOEE ROAD; THENCE SOUTH 89°10'08" EAST ALONG A NON-TANGENT LINE AND SAID SOUTH RIGHT-OF-WAY LINE, A DISTANCE OF 232.50 FEET TO A POINT ON THE EAST LINE OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 5; THENCE SOUTH 00°17'43" WEST ALONG SAID EAST LINE, A DISTANCE OF 304.80 FEET TO THE POINT OF BEGINNING.

SAID LANDS SITUATE LYING AND BEING IN THE CITY OF OCOEE, ORANGE COUNTY, FLORIDA, CONTAINING 4.704 ACRES (204,924 SQUARE FEET), MORE OR LESS.

(Legal Description of Real Property Constituting the Subdivision)

STAFF REPORT

Meeting Date: September 16, 2025
Item #: 5

Contact Name: Martrivus Keaton
Contact Number: Ext. 1088

Department Director:
City Manager: Craig Shadrix

Subject: Approval of a Two-Year Warranty Surety and Maintenance, Materials, and Workmanship Agreement with Darren Center LLC for the Darren Center. (Development Engineer Keaton)

Background Summary:

The Darren Center property is in Commission District 2, located on West Colonial Drive, adjacent to the Coan Eye Care Center, about 1,600 feet west of the intersection of Clarke Road and West Colonial Drive. The developer has completed construction of the development's infrastructure improvements and requested a Certificate of Completion. The infrastructure improvements include potable water, sanitary sewer, reclaimed water, utilities, a roadway, stormwater collection system, perimeter wall/fencing, and associated landscaping. All identified punch list repairs have been completed, and the developer is ready to start the two-year warranty period for the public improvements.

As a requirement of the Land Development Code, the developer must furnish to the City a Surety to cover any possible damage discovered or occurring during a two (2) year time period. Should any damages be discovered or occur within such two-year period and should the developer choose not to make the needed repairs, Darren Center LLC has provided the City with a check in the amount of $19,349.90 as the Warranty Surety, which is 10% of the construction improvements costs. The attached Maintenance, Materials, and Workmanship Agreement (Form 8 of the Land Development Code) acts as the executable document between the developer and the City. The Surety will be returned to the developer upon completion of the two-year warranty period, less the cost of repair of any damages caused over those two years.

Issue:

Should the Honorable Mayor and City Commissioners accept the Surety provided by Darren Center LLC for the Darren Center warranty and execute the Maintenance, Materials, and Workmanship Agreement?

Recommendations:

The Development Services Department recommends that the Honorable Mayor and City Commissioners approve the Surety and the execution of the Maintenance, Materials, and Workmanship Agreement with Darren Center LLC for the Darren Center.

Attachments:

1. MMW 2 year agreement

Financial Impacts:
None

Type of Item: Consent

MAINTENANCE, MATERIALS, AND WORKMANSHIP ESCROW AGREEMENT

This Agreement is entered into this ___ day of _____, 20__, by Damon Comita LLC hereinafter referred to as "Developer" and the **City of Ocoee, a Florida municipal corporation,** hereinafter referred to as the "City".

WHEREAS, Developer is the owner of certain real property located in Orange County, Florida more fully described in the attached **Exhibit "A"** which exhibit is incorporated herein by this reference (the "Property"); and

WHEREAS, Developer has developed and constructed on the property, a subdivision known as Damon Comita (the "Subdivision") and in connection therewith has installed with the approval of the City certain roads, streets, sewers, water systems, drainage works, and/or other improvements (the "Improvements") under the provisions, conditions, and requirements of the City's Subdivision Regulations and the subdivision approval granted the 20th day of March, 2026, by the Board of City Commissioners; and

WHEREAS, under Section 4-4, Subdivision Review Process, of the City's Land Development Code, Developer is required to warrant the maintenance, materials, and workmanship of the Improvements constructed by Developer within the Subdivision; and

WHEREAS, Section 4-4, Subdivision Review Process, of the City's Land Development Code provide that Developer may guaranty such maintenance, materials, and workmanship by placing a cash escrow with the City; and

WHEREAS, Developer wishes to establish an escrow fund in order to guaranty the maintenance, materials, and workmanship of the Improvements within the Subdivision as required by Section 4-4, Subdivision Review Process, of the Land Development Code.

NOW THEREFORE, the parties agree as follows:

SECTION 1. ESTABLISHMENT OF ESCROW FUND.

Developer does hereby establish an escrow fund with the City in the amount of $19,349.90 to guaranty the maintenance, materials, workmanship, and structural integrity of the Improvements. This escrow fund shall be placed by the City in an account at a local financial institution and shall be disbursed only in accord with the terms of this Agreement.

SECTION 2. TERMS AND CONDITIONS FOR RETURN OF ESCROW FUND.

In the event Developer shall maintain the Improvements in a first class condition for a period of two (2) years from the date of issuance of the Certificate of Completion for the Improvements, and if Developer shall replace all paving or other structures which within said two (2) year period shall be found by the City not to comply with said subdivision approval, and that if the Developer shall replace any other Improvements the materials, workmanship, or structural integrity of which shall be found by the City not to comply with said subdivision approval for a two (2) year period following issuance of the Certificate of Completion by the City, and shall pay any and all costs or expenses incidental to the performance of any work required to be performed hereunder, then the monies escrowed hereunder less an administrative fee of two (2) percent which shall be retained by the City and less all bank charges with respect to the maintenance of the escrow fund shall be returned to the Developer.

SECTION 3. CITY'S RIGHT TO DRAW ON ESCROW FUND.

The funds escrowed hereunder shall be used by the City only to repair or replace the Improvements deemed by the City to not comply with the subdivision approval except as mutually agreed to by the parties. If at any time during the two (2) year period following the issuance of the Certificate of Completion for the Improvements the City notifies Developer in writing of any deficiency or fault in the materials, workmanship, or structural integrity of the Improvements, and Developer fails to correct such deficiency or fault to the satisfaction of the City within thirty (30) days of such written notice, then the City may make such corrections, the cost of which shall be paid for out of the escrow fund for this purpose without further notice to Developer.

Notwithstanding anything contained in Section 2 above, in the event the City has notified Developer of a deficiency or fault as provided above, the term of this Agreement shall continue until such deficiency or fault is corrected.

SECTION 4. CONTINUED APPLICABILITY OF SUBDIVISION REGULATIONS.

This Agreement shall not be construed to relieve or release Developer from any of its obligations under the City Subdivision Regulations with respect to the Improvements.

SIGNATURES TO FOLLOW

IN WITNESS WHEREOF, the parties hereto have caused these presents to be signed as of the date and year first above written.

DEVELOPER:

By: _____
Print Name: _____
Title: _____

CITY:

ATTEST:

CITY OF OCOEE, FLORIDA, a Florida municipal corporation

By:_____
Melanie Sibbitt, City Clerk

By:_____
Rusty Johnson, Mayor

(SEAL)

FOR THE USE AND RELIANCE BY THE CITY OF OCOEE ONLY. APPROVED AS TO FORM AND LEGALITY this _____ day of _____, 20___.

APPROVED BY THE OCOEE CITY COMMISSION AT A MEETING HELD ON _____, 20___ UNDER AGENDA ITEM NO. _____.

FISHBACK DOMINICK

By:_____
City Attorney

(Legal Description of Real Property Constituting the Subdivision)

Parcel ID#: 21-22-28-0000-00-012

Address: 9961 West Colonial Drive, Florida 34761

SW ¼ OF SW ¼ OF SW ¼ (LESS BEG 353.57 FEET NORTH OF SW CORNER RUN NORTH 300 FEET EAST 170 FEET SOUTH 23 DEGREES EAST 326.9 FEET WEST 300 FEET TO POINT OF BEGINNING AND LESS WEST 50 FEET OF NORTH 285 FEET OF SOUTH 353.57 FEET OF SW ¼ OF SW ¼ Of SW ¼ AND LESS ROAD RIGHT OF WAY ON SOUTH) OF SECTION 21, TOWNSHIP 22, RANGE 28. ORANGE COUNTY, FLORIDA.

STAFF REPORT

Meeting Date: September 16, 2025
Item #: 6

Contact Name: Martrivus Keaton
Contact Number: Ext. 1088

Department Director:
City Manager: Craig Shadrix

Subject: Approval of the Darren Center Utility Easement. (Development Engineer Keaton)

Background Summary:
The Darren Center project, located in Commission District 2, on W Colonial Drive, across from Orland Health installed a potable water service line to provide water service to the project. As a staff condition of the Small-Scale Site Plan approval, the Developer agreed to provide a utility easement around the public portion of the potable water service line, a double detector check valve assembly, and meters located on the development parcel. The easement will allow the Utilities Department to access, operate, and maintain its utilities.

Issue:
Should the Honorable Mayor and City Commissioners approve the Utility Easement as provided by the Darren Center development?

Recommendations:
Staff recommends the Honorable Mayor and City Commissioners approve and authorize the Mayor to execute the Utility Easement for the Darren Center development.

Attachments:
1. Utiltites Easement Darren Center

Financial Impacts:
There are no financial impacts to the City in accepting this Utility Easement.

Type of Item: Consent

Tax Parcel Identification number: 21-22-28-0000-00-012

UTILITIES EASEMENT

THIS UTILITIES EASEMENT (the "Easement") is made this 12th, day of August 2025, by DARREN, LLC a Florida limited liability company, having a mailing address of 1557 LAKE WHITNEY DRIVE, WINDERMERE, FL 34786 ("GRANTOR"), in favor of CITY OF OCOEE, a Florida municipal corporation, whose address is 1 North Bluford Avenue, Ocoee, Florida 34761 ("GRANTEE").

WITNESSETH:

GRANTOR, in consideration of the sum of Ten Dollars ($10.00) and other good and valuable consideration paid by GRANTEE, the receipt and sufficiency of which is hereby acknowledged, does hereby grant and convey to GRANTEE a perpetual, non-exclusive utility easement to enter upon, construct and maintain, as GRANTEE deems necessary, a water meter, pipes, and related appurtenances (the "Utility Improvements") under and across that certain easement area more particularly described and depicted in the attached Exhibit "A" (the "Easement Area").

TO HAVE AND TO HOLD said Easement onto GRANTEE and its assigns forever, subject to all matters of record.

GRANTOR AGREES not to build, construct, install or create, nor permit others to build, construct, install or create any landscaping, fences, structures, shrubs/trees, or other obstructions within the Easement Area that would in any way hinder the access, operation, and maintenance of the Utility Improvements within the Easement Area. Any landscaping to be installed within the Easement Area shall be approved by the City of Ocoee Utilities Department. In addition, no trees shall be installed within ten (10) feet of the Utility Improvements.

GRANTEE shall have the right to clear and keep clear all trees, undergrowth, and other obstructions that may interfere with access, operation, and maintenance of the Easement. GRANTEE'S obligation to restore landscaping shall be limited to an obligation to restore to GRANTEE'S landscaping standards for City right-of-way and shall not include an obligation to restore exotic or enhanced landscaping standards. Any irrigation, sidewalk or pavement installed within the Easement Area that will impede the GRANTEE'S ability to maintain or repair the Utility Improvements shall be restored at GRNTOR'S expense.

This Easement shall inure to the benefit and burden of both GRANTOR and GRANTEE, their successors, and assigns.

GRANTEE may at any time increase its use of the Easement, change the location of water meters, pipes or other facilities within the boundaries of the Easement right of way, or modify the size of existing water meters, pipes or other facilities as it may determine in its sole discretion from time to time without paying any additional compensation to GRANTOR or GRANTOR's successors or assigns, provided GRANTEE does not expand its use of the Easement beyond the Easement Area

(Signatures on following page)

IN WITNESS WHEREOF, GRANTOR has caused this Easement to be executed in its name on the day and year first above written.

Signed, Sealed and Delivered
in the Presence of Witnesses:

Ruth Ford
Signature of first witness

Rubi Ford
Name of first witness

Address:
635 Canopy Estates Dr.
Winter Garden, FL 34787

By: [signature]
Name: Sal Malwandi
Title President

Zari [signature]
Signature of first witness

ZARI Malwandi
Name of first witness

Address:
1557 Lake Watkins Dr.
Windermere, FL 34786

THE FOREGOING INSTRUMENT was acknowledged this 12 day of August, 2025, by Salah Malwandi, as SM Construction a Florida Limited Liability Company who personally appeared before me and acknowledged that he/she signed the instrument voluntarily for the purpose stated herein on behalf of the company.

Notary Public State of Florida
Susan N. Gensheimer
My Commission
HH 225830
Exp. 2/24/2026

Susan N. Gensheimer
Signature of Notary

Susan N. Gensheimer
Name of Notary

Signed, sealed and delivered in the
Presence of:
By:_____

Printed Name: _____
Address:_____

By:_____

Printed Name: _____
Address:_____

CITY:
CITY OF OCOEE, FLORIDA

By:_____

Attest:_____

FOR USE AND RELIANCE ONLY BY
THE CITY OF OCOEE, FLORIDA.
Approved as to form and legality
This ____ day of _____, 2025

By:_____

APPROVED BY THE CITY OF OCOEE
COMMISSION AT A MEETING HELD
On ____ day of _____. 2025 UNDER
AGENDA ITEM NO. _____

State of Florida
County of Orange

I HEREBY CERTIFY that on this day, before me, by means of [ ] physical presence or [ ] online notarization, an officer duly authorized in the State and County aforesaid to take acknowledgments, personally appeared RUSTY JOHNSON and MELANIE SIBBITT, personally known to me to be the Mayor and City Clerk, respectively, of the CITY OF OCOEE, FLORIDA, and that they severally acknowledged executing the same in the presence of two subscribing witnesses, freely and voluntarily under authority duly vested in them by said municipality.

WITNESS my hand and official seal in the County and State last aforesaid this _____ day of _____, 2025

_____
Signature of Notary

_____
Name of Notary

Exhibit A

See attached 2 pages

LEGAL DESCRIPTION AND SKETCH OF EASEMENT

A parcel of land lying in the Southwest 1/4 of Southwest 1/4 of Southwest 1/4 of said section 21, Township 22 South, Range 28 East, City of Ocoee, Orange County, Florida.

Commence at the Southwest corner of said Section 21; thence N00°22'57"W, along the West line of said Southwest quarter of Section 21, a distance of 67.88 feet to a point on the North Right-of-Way line of State Road 50, also known as West Colonial Drive (150' right-of-way per FDOT Map Section No. 75050) and also being the Southwest corner of Parcel No. 148R & 5, recorded in Official Record Book 8258, Page 3293, in the Public Records of Orange County, Florida; thence N89°48'17"E for a distance of 65.00 feet, along the said North Right-of-Way line of State Road 50 to the **Point of Beginning;** thence N00°22'57"W, a distance of 24.00 feet; thence N89°48'17"E, a distance of 11.00 feet; thence S00°22'57"E, a distance of 13.00 feet; thence N89°48'17"E, a distance of 13.00 feet; thence S00°22'57"E, a distance of 11.00 feet to a point on said North Right-of-Way line of State Road 50; thence S89°48'17"W, a distance of 24.00 feet along the said North Right-of-Way line of State Road 50 and South line said parcel recorded in Official Record Book 8515 Page 2616 to the **Point of Beginning**.

Containing 407 square feet or 0.01 acres, more or less.

SURVEYOR'S NOTES:

1. This is not a survey.

2. Bearings shown hereon are based on the West line of the Southwest quarter of Section 21, Township 22 South, Range 28 East.

3. Parcel information shown hereon is from Orange County Public Records and is for informational purposes only.

4. Unless it bears the signature and original raised seal of a Florida Licensed Surveyor and Mapper, this drawing, sketch, plat or map(s) is for informational purpose only and is not valid.

5. Additions or deletions to the survey maps or reports by other than the signing party or parties is prohibited without the written consent of the signing party or parties.

CHRISTOPHER J. LINDSTEDT PSM License Number 6372 STATE OF FLORIDA Professional Surveyor and Mapper

This item has been electronically signed and sealed by Christopher J. Lindstedt PSM using a digital signature and date. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

Digitally signed by Christopher J. Lindstedt
Date: 2025.07.28 06:02:39 -04'00'

I HEREBY CERTIFY that this sketch and legal description meets the Standards of Practice set forth in Rule 5J-17 of the Florida Administrative Code.

Christopher J. Lindstedt
Florida Surveyor and Mapper No. 6372
Not valid without the signature and the original raised seal of a Florida Licensed Surveyor and Mapper.

Florida Certificate of Authorization Number 2628
(LB 2628 = Licensed Business Number 2628)

LEGEND

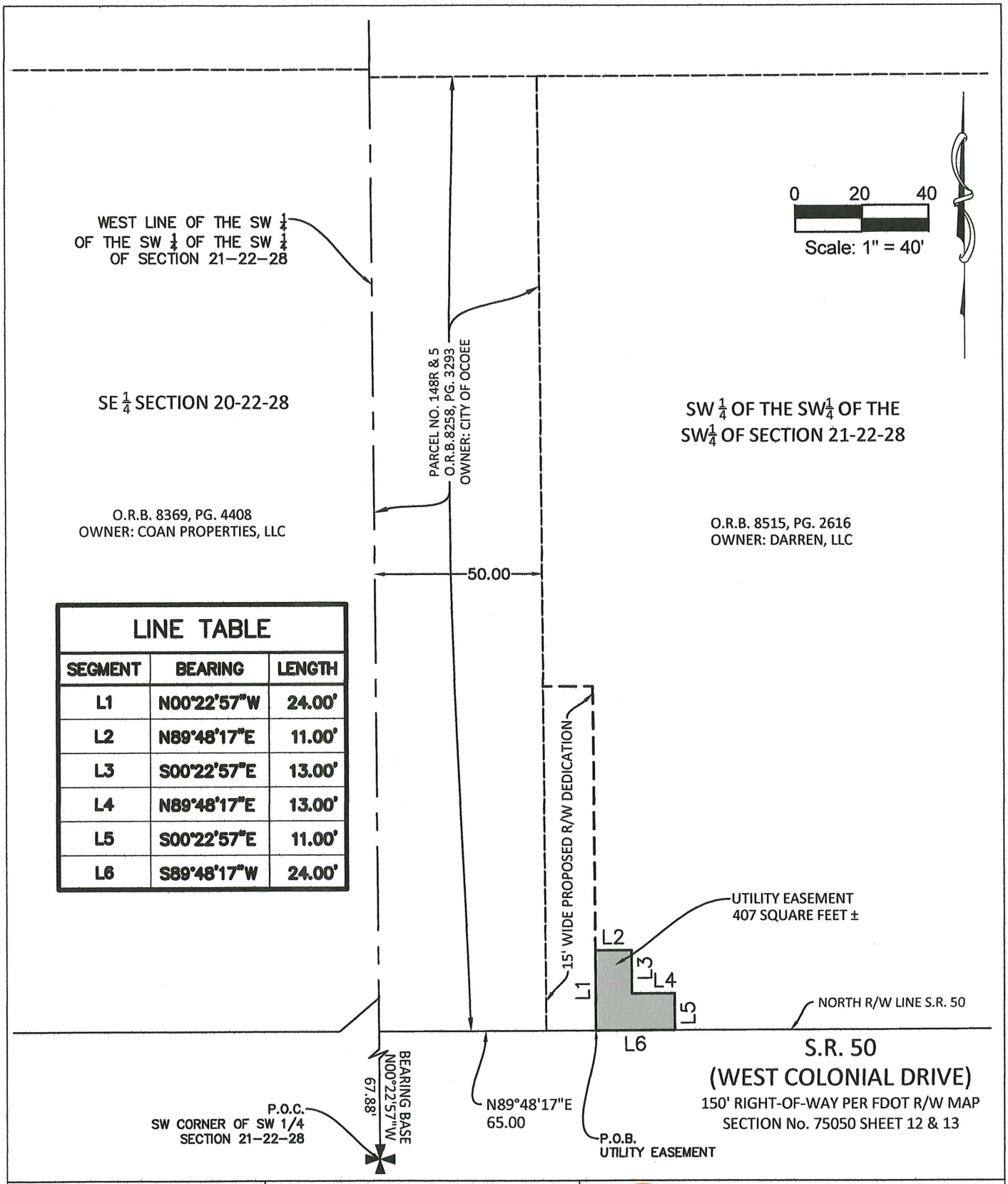
LB	= LICENSED BUSINESS
No.	= NUMBER
O.R.B.	= OFFICIAL RECORD BOOK
PG	= PAGE
P.O.B.	= POINT OF BEGINNING
P.O.C.	= POINT OF COMMENCEMENT
R/W	= RIGHT OF WAY
S.R.	= STATE ROAD

Date:	25JUL25
Drawn:	DJI
Checked:	CJL
Approved:	CJL
Project No.:	####

CITY OF OCOEE
UTILITY EASEMENT

BLS BASE LINE LAND SURVEYORS
15351 AMBERBEAM BLVD.
WINTER GARDEN, FL. 34787
321.377.0390 · L.B. 2628

D:\1PROJ\2018\Darren_Medical_Center\Sketch&Legals\Darren_Medical_Easements.dwg Plotted: July 25, 2025



LINE TABLE		
SEGMENT	BEARING	LENGTH
L1	N00°22'57"W	24.00'
L2	N89°48'17"E	11.00'
L3	S00°22'57"E	13.00'
L4	N89°48'17"E	13.00'
L5	S00°22'57"E	11.00'
L6	S89°48'17"W	24.00'

Date:	25JUL25
Drawn:	DJI
Checked:	CJL
Approved:	CJL
Project No.:	####

CITY OF OCOEE
UTILITY EASEMENT

BLS
BASE LINE LAND SURVEYORS
15351 AMBERBEAM BLVD.
WINTER GARDEN, FL. 34787
321.377.0390 · L.B. 2628

D:\1PROJ\2018\Darren_Medical_Center\Sketch&Legals\Darren_Medical_Easements.dwg Plotted: July 25, 2025

2 OF 2

STAFF REPORT

Meeting Date: September 16, 2025
Item #: 7

Contact Name: Anoch Whitfield
Contact Number: Ext. 1016

Department Director:
City Manager: Craig Shadrix

Subject: Approval of Cambria Suites at Ocoee Large-Scale Final Site Plan: Project No. LS-2024-005. (Development Services Deputy Director Whitfield)

Background Summary: Owner/Applicant: The applicant/property owner is Maguire Holding Group, LLC., as represented by Mr. Ruben Larrea.

General Location: The property is located in Commission District 3 and generally located in the southwest corner of the Maine Street and South Bluford Avenue intersection.

Property Size and Parcel ID No.: The property contains approximately 2.6 acres and is assigned parcel ID number 20-22-28-0000-00-074.

Existing Site Conditions: The table below summarizes the existing conditions of the property.

Current Future Land Use Map Designation	Current Zoning District	Existing Land Use	Overlays/Unique Features
Commercial	C-2	Vacant with scattered trees	No unique features. Within Sub-Area 1 of Target Area 2 of the CRA

The property is surrounded by the following jurisdictions, Future Land Use Map designations, zoning districts, and land uses.

Direction	Jurisdiction	FLUM Designation	Zoning District	Existing Land Use
North	City	Commercial	C-2	Vacant wooded land
South	City	Commercial	C-3	Hotel use
East	City	Commercial	C-2	Child care use (under construction)
West	City	Commercial	C-3	Commercial retail & retention

Proposed Development: The proposed Cambria Suites at Ocoee Large-Scale Final Site Plan consists of a 6-story hotel with 118 rooms and a 1,500 SF restaurant on the sixth (6th) floor. The property is zoned C-2 and is subject to the development standards of the C-2 zoning district. However, it is also located within Sub-area 1 of Target Area 2 of the Community Redevelopment Area (CRA) and, as such, also benefits from the

provisions of the CRA Target Areas Special Development Plan (SDP), which includes more flexible and alternative standards that allow for flexibility in design.

The Target Areas SDP allows a minimum of zero (0) feet building setback in Sub-area 1 but does not have alternative parking and loading ratios for hotel uses. The Preliminary Site Plan was approved by the City Commission on March 5, 2024, with the waivers below:

- Building Setback - North: from 25 feet to 9.79 feet
- Building Setback - West: from 25 feet to .61 feet
- Number of parking spaces: from 134 required spaces to 108 proposed spaces (based on a parking study provided at that time).
- Number of loading spaces: from 3 loading spaces to 1 loading space
- Maximum Building Height: from 5 stories to 6 stories

The Preliminary Site Plan was also approved, subject to three (3) conditions. Two of the conditions have been met. The third condition was that a Development Agreement may be needed, depending on the timing of construction of the hotel and construction of the North Bluford Streetscape Project, relative to roundabout improvements, to avoid conflicts between the alignment and engineering of the Maine Street driveway and the planned roundabout at the intersection of Maine Street and North Bluford Avenue. At this time, construction has not yet begun on either project. Thus, staff recommends that this condition be carried forward.

Stormwater: Stormwater retention will be provided on-site.

Access: Access will be provided by a full driveway off of Maguire Road and a right-in/right-out driveway off of Maine Street. This development also includes a drive aisle that goes to the south property line in order to provide a vehicular interconnect to the existing hotel on the south.

Utilities: The project will be served by City utilities. The Utilities Department has approved the project.

Issue:

Should the Honorable Mayor and City Commissioners approve the Final Large-Scale Site Plan for the Cambria Suites at Ocoee hotel development located on the property assigned parcel ID number 20-22-28-0000-00-074, subject to the condition that a Development Agreement may be needed, depending on the timing of construction of the hotel and Construction of the North Bluford Streetscape Project, relative to roundabout improvements, to avoid conflicts between the alignment and engineering of the Maine Street driveway and the planned roundabout at the intersection of Maine Street and North Bluford Avenue?

Recommendations:

Staff recommends that the Honorable Mayor and City Commissioners approve the Final Large-Scale Site Plan for the Cambria Suites at Ocoee Hotel, located on the property identified as parcel ID number 20-22-28-0000-00-074, with one condition:

Depending on the timing of the hotel's construction and the North Bluford Streetscape Project, a Development Agreement may be required to be brought back to address potential conflicts between the engineering and alignment of the Maine Street driveway and the planned roundabout at Maine Street and North Bluford Avenue.

Attachments:

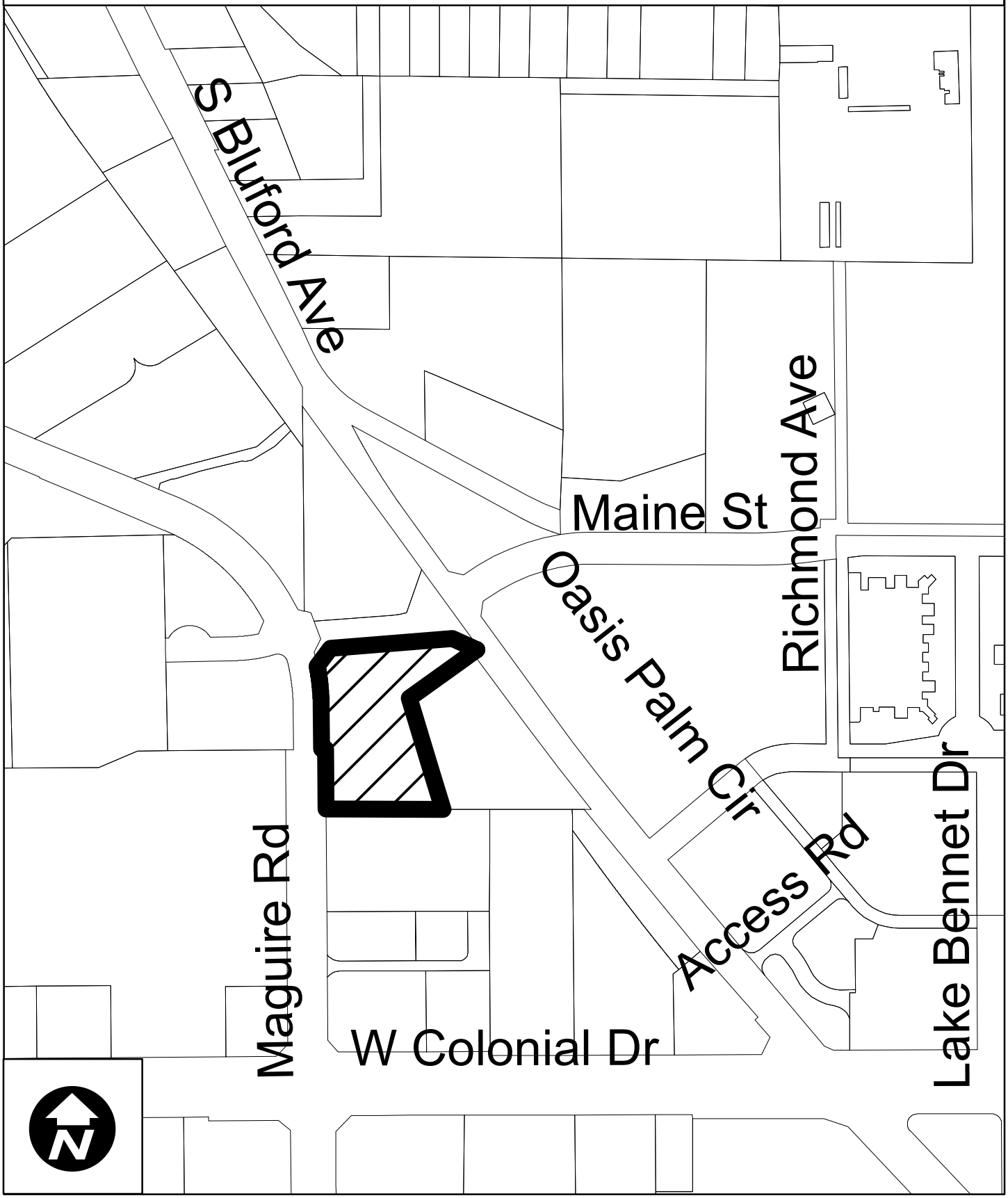
1. Location Map

2. Aerial Map
3. Surrounding Zoning Map
4. Surrounding FLUM Map
5. Civil Plans
6. Landscape Plans

Financial Impacts:
None

Type of Item: Consent

Cambria Suites Large-Scale Site Plan
Location Map



Cambria Suites at Ocoee Large-Scale Site Plan
Aerial Photography

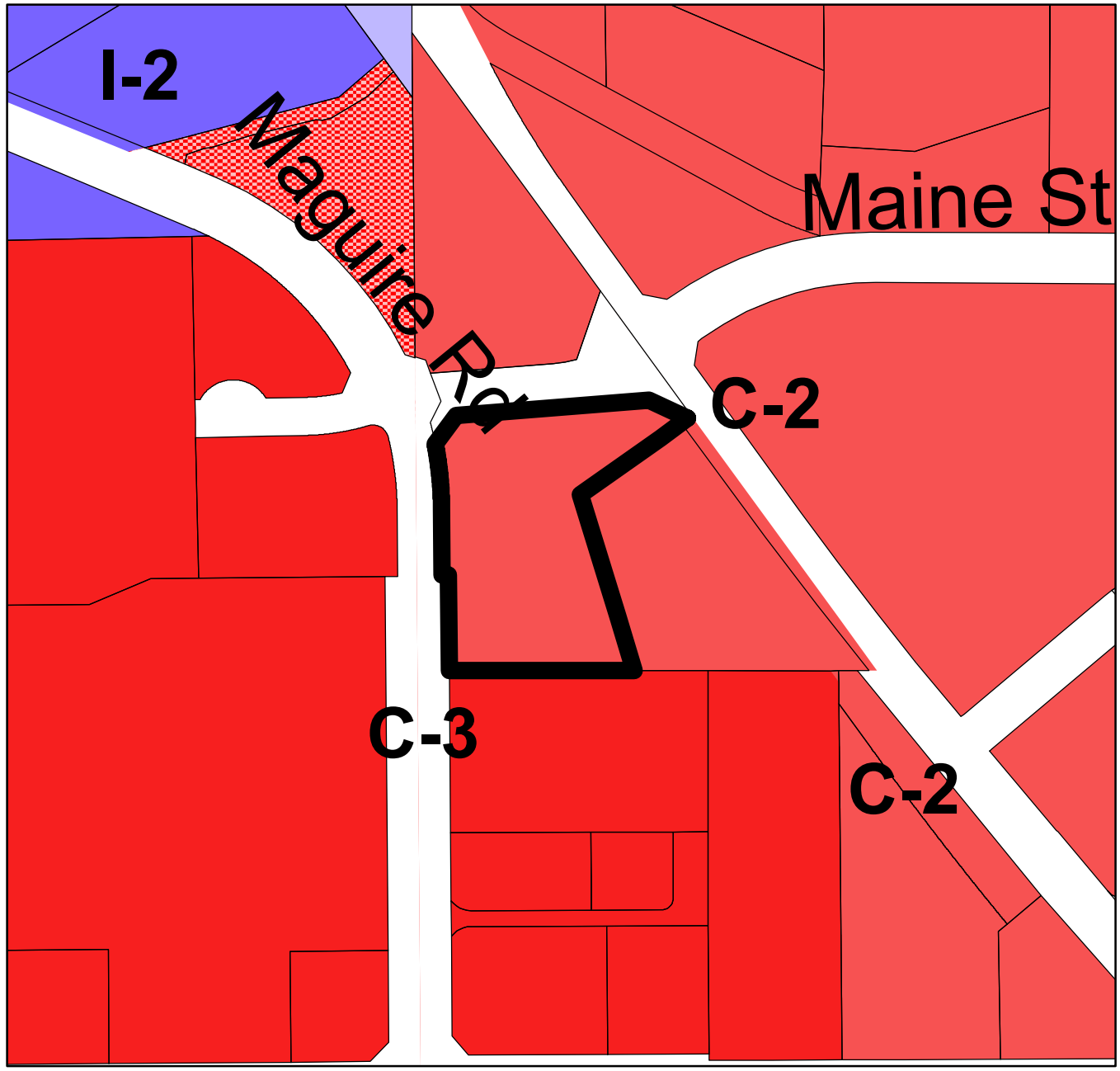


Cambria Suites Large-Scale Site Plan
Surrounding Zoning Map

Development Services Department

0 60 120 240
Feet

Created: month year



Subject Property

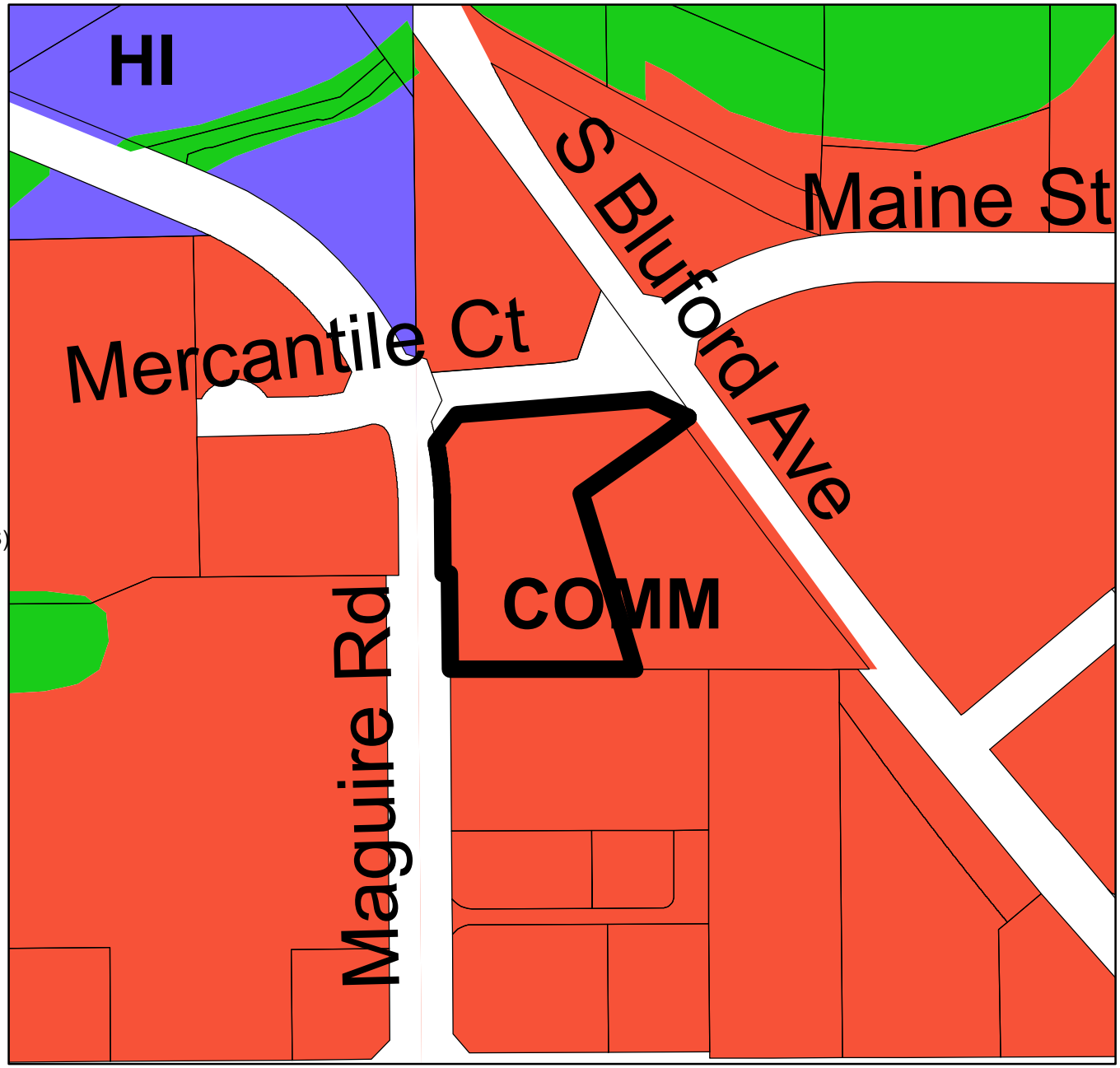
Zoning Classification:
- General Agricultural (A-1)
- Suburban (A-2)
- Single-Family Dwelling (R-1AAA)
- Single-Family Dwelling (R-1AA)
- Single-Family Dwelling (R-1A)
- Single-Family Dwelling (R-1)
- One- & Two-Family Dwelling (R-2)
- Multiple-Family Dwelling (R-3)
- Mobile Home Subdivision (RT-1)
- Professional Offices & Services (P-S)
- Neighborhood Shopping (C-1)
- Community Commercial (C-2)
- General Commercial (C-3)
- Restricted Manufacturing & Warehousing (I-1)
- General Industrial (I-2)
- Commercial (PUD)
- Low Density (PUD)
- Medium Density (PUD)
- High Density (PUD)
- Public Use (PUD)
- Unclassified

Cambria Suites Large-Scale Large-Scale Site Plan
Surrounding Future Land Use Map

Development Services Department

0 60 120 240
Feet

Created: month year



Subject Property

Future Land Use Classification:
- Low Density Residential (LDR)
- Medium Density Residential (MDR)
- High Density Residential (HDR)
- Professional Offices and Services (PS)
- Commercial (COMM)
- Light Industrial (LI)
- Heavy Industrial (HI)
- Conservation/Floodplains (CONS)
- Recreation and Open Space (REC)
- Public Facilities/Institutional (INST)

FINAL SITE PLAN
FOR
CAMBRIA SUITES AT OCOEE

20-22-28-0000-00-074
924 MAGUIRE ROAD
OCOEE, FLORIDA 34761

STATEMENT OF OWNERSHIP:
THE PROPERTY AND ALL IMPROVEMENTS AS SHOWN ARE OWNED AND SHALL BE MAINTAINED BY MAGUIRE HOLDING GROUP, LLC.

GENERAL STATEMENT:
THE CHARACTER AND INTENDED USE OF THIS DEVELOPMENT SHALL BE THE CONSTRUCTION OF A 117-ROOM HOTEL ALONG WITH THE ASSOCIATED UTILITIES, PARKING, ACCESS ROADS AND WATER MANAGEMENT FACILITIES.

SITE DATA:

PROJECT NAME:	CAMBRIA SUITES AT OCOEE
ADDRESS:	924 MAGUIRE ROAD OCOEE, FL 34761
OWNER ADDRESS:	4725 W. SAND LAKE ROAD, SUITE 200 ORLANDO, FL 32819
TELEPHONE:	(407) 955-4455

ZONING/LAND USE DATA:

ZONING:	C-2
FUTURE LAND USE:	COMM (COMMERCIAL)
PROPOSED USE:	118-ROOM HOTEL
NUMBER OF STORIES:	SIX
PROPOSED MAX. BUILDING HEIGHT:	75 FEET
PROPOSED FAR:	0.657
PROPOSED BUILDING COVERAGE:	11.81% *
PHASING:	ONE PHASE
VEGETATION:	CLEARED SITE
WATER SERVICE:	CITY OF OCOEE UTILITIES
WASTEWATER SERVICE:	CITY OF OCOEE UTILITIES
SOILS:	20-IMMOKALEE FINE SAND 46-TAVARES FINE SAND
STORMWATER MANAGEMENT:	PROPOSED ON SITE WET DETENTION POND
FIRE:	CITY OF OCOEE FIRE STATION #25
SITE AREA:	113,898 SF=2.615 ACRES
IMPERVIOUS:	68,640 SF=1.576 ACRES AT 60.26%
BUILDING:	13,448 SF=0.309 ACRES AT 11.80% *
BUILDING (ALL FLOORS):	74,855 SF AT 65.72%
PAVEMENT/SIDEWALKS:	55,192 SF=1.267 ACRES AT 48.46%
MAXIMUM IMPERVIOUS ALLOWED:	79,729 SF=1.830 ACRES AT 70%
PERVIOUS:	34,312 SF=0.788 ACRES AT 30.13%
WATER SURFACE:	10,946 SF=0.251 ACRES AT 9.61%
OPEN SPACE (MINIMUM REQUIRED):	34,169 SF=0.784 ACRES AT 30%

SETBACKS/BUFFERS:

	REQUIRED:	PROVIDED:
FRONT (NORTH) (MAINE STREET):	25 FEET/15 FEET	9.79 FEET/26.92 FEET
FRONT (WEST) (MAGUIRE ROAD):	25 FEET/15 FEET	0.61 FEET/15 FEET
SIDE (EAST):	10 FEET/5 FEET	58.43 FEET/5 FEET
REAR (SOUTH):	20 FEET/5 FEET	286.83 FEET/5.28 FEET

PARKING REQUIREMENTS:

PARKING REQUIRED:	
HOTEL:	ONE SPACE PER ROOM PLUS ONE SPACE PER THREE EMPLOYEES PLUS ONE SPACE PER SIX RESTAURANT SEATS (1.0)(118)+(1.0)(24/3)+(1.0)(45/6)=136 SPACES
TOTAL:	134 SPACES
REGULAR SPACES PROVIDED:	103
HANDICAPPED SPACES PROVIDED:	5
TOTAL SPACES PROVIDED:	108 SPACES

UTILITY COMPANIES:

POWER:	DUKE ENERGY 452 E. CROWN POINT ROAD WINTER GARDEN, FL 33787 (407) 905-3321
SEWER:	CITY OF OCOEE UTILITIES JAMIE CROTEAU, UTILITIES DIRECTOR (407) 905-3159 jcroteau@ocoee.org
WATER:	CITY OF OCOEE UTILITIES JAMIE CROTEAU, UTILITIES DIRECTOR (407) 905-3159 jcroteau@ocoee.org
TELEPHONE:	AT&T-SOUTHEAST 450 N. GOLDENROD ROAD ORLANDO, FL 32807 (407) 380-0938
GAS:	LAKE APOPKA NATURAL GAS 1320 WINTER GARDEN-VINELAND ROAD WINTER GARDEN, FL 34778 (407) 656-2734

* EXCLUDES AWNINGS/OVERHANGS



LOCATION MAP
NTS
SECTION 20, TOWNSHIP 22, RANGE 28

OWNER:
MAGUIRE HOLDING GROUP, LLC
MR. RUBEN LARREA
4725 W. SAND LAKE ROAD, SUITE 200
ORLANDO, FL 32819
(407) 955-4455
ruben@atlantikosgroup.com

REQUESTED DEVIATIONS TO THE LAND DEVELOPMENT CODE (WAIVER TABLE)

DESCRIPTION	CODE SECTION	CODE REQUIREMENT	PROPOSED	DEVIATION	JUSTIFICATION
BUILDING SETBACK-NORTH	TABLE 5-2	25 FEET	9.79 FEET	3.4%	BUILDING CLOSER TO STREET IN URBAN FORM PREFERABLE.
BUILDING SETBACK-WEST	TABLE 5-2	25 FEET	0.61 FEET	60.8%	BUILDING CLOSER TO STREET IN URBAN FORM PREFERABLE.
# OF PARKING SPACES	SECTION 6-4G(1)(c)	134 SPACES	108 SPACES	19.4%	PLEASE SEE SEPARATE REPORT.
# OF LOADING SPACES	SECTION 6-5B(1)	3 SPACES	1 SPACES	66.7%	LOADING SPACES NOT NEEDED FOR USE.
BUILDING HEIGHT	CRA TARGET AREAS SPECIAL DEV. PLAN SUB AREA 1 TARGET AREA 2	5 STORIES	6 STORIES	20%	LOADING SPACES NOT NEEDED FOR USE.

mitch collins, pe, inc.
801 east south street p. 407.850.8557
orlando, fl 32801 c. 407.448.8979
mitchcollins@
mitchcollinspe.com

LEGAL DESCRIPTION:
A PORTION OF LAND LYING THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 SECTION 20, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHWEST CORNER OF THE SOUTHWEST 1/4 OF SECTION 20, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA, THENCE N00°28'58"W ALONG THE WEST LINE OF SECTION 20, TOWNSHIP 22 SOUTH, RANGE 28 EAST, A DISTANCE OF 691.70 FEET; THENCE S89°57'05"E ALONG THE SOUTH LINE OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 20, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA, A DISTANCE OF 50.00 FEET TO THE EAST RIGHT-OF-WAY LINE OF MAGUIRE ROAD FOR A POINT OF BEGINNING; THENCE THE FOLLOWING (5) COURSES ALONG SAID EAST RIGHT-OF-WAY LINE (1) THENCE N00°28'58"W A DISTANCE OF 149.79 FEET; (2) THENCE S89°31'02"W A DISTANCE OF 10.00 FEET; (3) THENCE N00°28'58"W A DISTANCE OF 106.76 FEET TO A POINT OF CURVATURE ON A CURVE CONCAVE SOUTHWESTERLY, HAVING A RADIUS OF 560.27 FEET, A CHORD BEARING OF N05°35'49"W, A CHORD DISTANCE OF 99.89 FEET, (4) RUN THENCE NORTHWESTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 10°13'44", A DISTANCE OF 100.02 FEET; (5) THENCE N16°44'50"E A DISTANCE OF 55.77 FEET TO THE SOUTH RIGHT-OF-WAY LINE OF MAINE STREET; THENCE N85°13'13"E ALONG SAID SOUTH RIGHT-OF-WAY LINE, A DISTANCE OF 305.15 FEET; THENCE CONTINUE S65°08'13"E ALONG SAID SOUTH RIGHT-OF-WAY LINE A DISTANCE OF 49.78 FEET TO THE WEST RIGHT-OF-WAY LINE OF SOUTH BLUFORD AVENUE; THENCE CONTINUE S30°04'33"E ALONG SAID WEST RIGHT-OF-WAY LINE A DISTANCE OF 15.04 FEET; THENCE S54°04'52"W A DISTANCE OF 195.01 FEET TO THE NORTHWEST CORNER OF OFFICIAL RECORD DOCUMENT #20230166746, PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA; THENCE S16°05'38"E ALONG THE WEST LINE OF SAID OFFICIAL RECORD DOCUMENT #20230166746, A DISTANCE OF 290.12 FEET TO THE SOUTH LINE OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 20, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA; THENCE N89°57'05"W ALONG SAID SOUTH LINE, A DISTANCE OF 292.08 FEET TO THE POINT OF BEGINNING.

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katymagley@magleydesign.com

INDEX OF DRAWINGS

SHT. NO.	DESCRIPTION
	COVER SHEET
1	BOUNDARY AND TOPOGRAPHIC SURVEY
2	BOUNDARY AND TOPOGRAPHIC SURVEY (CONTINUED)
3	BOUNDARY AND TOPOGRAPHIC SURVEY (CONTINUED)
C-0	OVERALL SITE PLAN
D-1	DEMOLITION PLAN
C-1	SITE LAYOUT PLAN
C-2	GRADING AND DRAINAGE PLAN
C-3	EROSION CONTROL PLAN
C-4	WATER UTILITY PLAN
C-5	SANITARY UTILITY PLAN
C-5A	FORCE MAIN PLAN/PROFILE
C-5B	FORCE MAIN PLAN/PROFILE (CONTINUED)
C-6	DETAILS AND NOTES
C-7	DETAILS AND NOTES
C-8	DETAILS AND NOTES
C-9	DETAILS AND NOTES
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L1	PLANTING PLAN
L2	PLANTING SCHEDULE, NOTES AND DETAILS
L3	IRRIGATION PLAN
L4	IRRIGATION SCHEDULES
L5	IRRIGATION NOTES AND DETAILS
L6	IRRIGATION DETAILS

Date: 2025.09.05 12:25:36 -04'00'

MITCHELL COLLINS No. 54608 STATE OF FLORIDA PROFESSIONAL ENGINEER

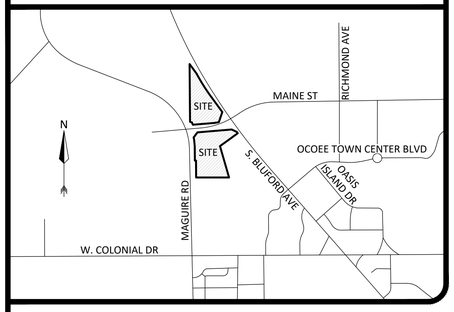
THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY MITCH COLLINS, P.E. ON THE DATE ADJACENT TO THE SEAL. PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.

MITCH COLLINS, P.E.# 54608, STATE OF FLORIDA, C.A.# 9523

DATE

MAP OF SURVEY

VICINITY MAP (NOT TO SCALE)



DESCRIPTION

PER OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY'S COMMITMENT NO. 332443 A5, EFFECTIVE: MAY 12, 2017

ALL THAT PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 20, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA, LYING WEST OF THE VACATED FLORIDA MIDLAND RAILWAY, AND MORE PARTICULARLY DESCRIBED: BEGINNING AT A POINT IN THE SECTION LINE ON THE WEST SIDE OF SAID SECTION 20, AT A POINT 10 CHAINS NORTH OF THE SOUTHWEST CORNER OF SAID SECTION, RUN EAST 9 CHAINS MORE OR LESS TO RIGHT OF WAY OF THE VACATED FLORIDA MIDLAND RAILWAY; THENCE IN A NORTHWESTERLY DIRECTION ALONG SAID RIGHT OF WAY TO NORTH BOUNDARY OF SAID SOUTHWEST 1/4 OF THE SOUTHWEST 1/4; THENCE WEST TO SECTION LINE TO THE POINT OF BEGINNING. LESS RIGHT OF WAY FOR MAGUIRE ROAD AS RECORDED IN O.R. BOOK 1294, PAGE 767 AND IN O.R. BOOK 6138, PAGE 3157, PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.

AND

THAT PART OF THE SOUTH 1/2 OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 20, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA, LYING WEST OF VACATED RAILROAD RIGHT OF WAY.

AND

A TRACT OF LAND LYING 30.00 FEET EITHER SIDE OF THE CENTERLINE OF SEABOARD COASTLINE RAILROAD AND EAST OF THE WEST SECTION LINE OF SECTION 20, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA, SAID CENTERLINE DESCRIBED AS FOLLOWS: COMMENCE AT THE SOUTHWEST CORNER OF THE SOUTHWEST 1/4 OF SECTION 20, TOWNSHIP 22 SOUTH, RANGE 28 EAST, THENCE RUN N. 00 DEGREES 12'54" W. 1646.47 FEET ALONG THE WEST SECTION LINE FOR A POINT OF BEGINNING; THENCE S. 35 DEGREES 51'24' E. 705.94 FEET TO THE POINT OF TERMINATION. LESS RIGHT OF WAY FOR STATE ROAD NO. 439.

LESS AND EXCEPT:

COMMENCE AT THE SOUTHWEST CORNER OF THE SOUTHWEST 1/4 OF SECTION 20, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA, THENCE RUN NORTH 00°12'54" WEST 691.70 FEET ALONG THE WEST LINE OF SECTION 20, TOWNSHIP 22 SOUTH, RANGE 28 EAST; THENCE SOUTH 89°40'46" EAST 342.08 FEET ALONG THE SOUTH LINE OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 20 FOR A POINT OF BEGINNING; THENCE NORTH 15°49'19" WEST 290.12 FEET; THENCE NORTH 54°21'11" EAST 304.84 FEET; THENCE SOUTH 35°51'24" EAST 455.00 FEET; THENCE NORTH 89°40'46" WEST 310.00 FEET TO THE POINT OF BEGINNING.

AND LESS AND EXCEPT:

A TRACT OF LAND LYING IN SECTION 20, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA, AND BEING PART OF TAX PARCEL 20-22-28-0000-00-016, SAID TRACT BEING DESCRIBED AS FOLLOWS:

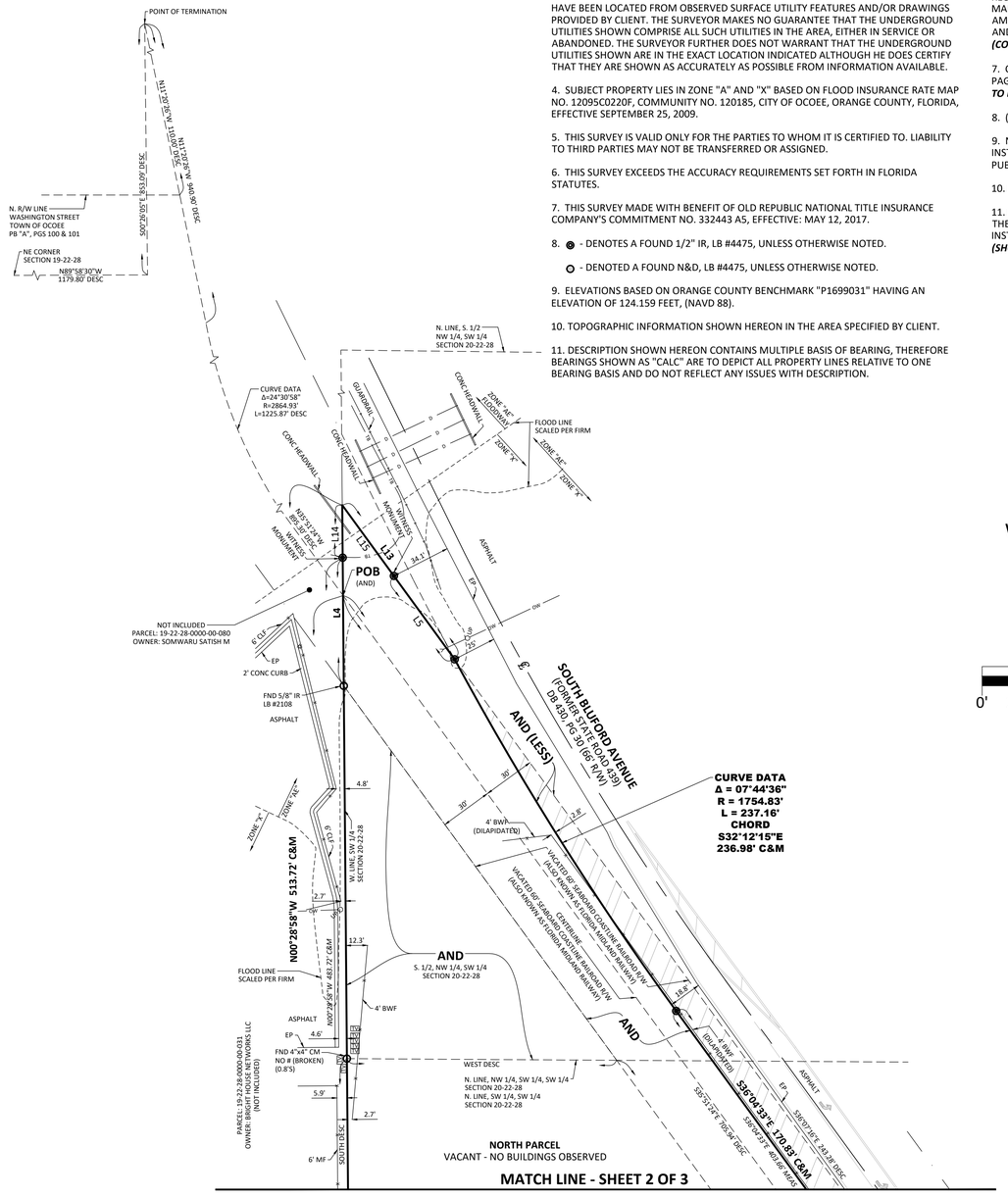
COMMENCING AT THE SOUTHWEST CORNER OF THE SOUTHWEST 1/4 OF SECTION 20, TOWNSHIP 22 SOUTH, RANGE 28 EAST; THENCE RUN N 00°28'46" WEST, ALONG THE WESTERLY LINE OF THE SOUTHWEST 1/4 OF SAID SECTION 20, A DISTANCE OF 1047.57 FEET, THENCE, DEPARTING SAID WESTERLY LINE, RUN N 89°31'14" EAST, A DISTANCE OF 30.93 FEET TO THE POINT OF BEGINNING, BEING A POINT ON THE EASTERLY RIGHT-OF-WAY OF MAGUIRE ROAD AS DESCRIBED IN OFFICIAL RECORDS BOOK 6138, PAGE 3157 OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA AND BEING ON A CURVE CONCAVE SOUTHWESTERLY, THENCE RUN NORTHERLY ALONG SAID EASTERLY RIGHT-OF-WAY AND ALONG THE ARC OF SAID CURVE HAVING A RADIUS LENGTH OF 560.27 FEET, A CENTRAL ANGLE OF 03°31'27", AN ARC DISTANCE OF 34.46 FEET, A CHORD DISTANCE OF 34.46 FEET, AND A CHORD BEARING OF NORTH 12°33'55" WEST, THENCE, NON-TANGENT TO SAID CURVE, RUN NORTH 26°31'57" EAST, ALONG SAID EASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 37.26 FEET; THENCE RUN NORTH 20°31'38" WEST, ALONG SAID EASTERLY RIGHT-OF-WAY, A DISTANCE OF 47.57 FEET; THENCE, DEPARTING SAID EASTERLY RIGHT-OF-WAY, RUN NORTH 85°13'25" EAST, A DISTANCE OF 194.20 FEET TO THE POINT OF CURVATURE OF A CURVE CONCAVE NORTHERLY, THENCE RUN EASTERLY ALONG THE ARC OF SAID CURVE AND HAVING A RADIUS LENGTH OF 215.00 FEET, A CENTRAL ANGLE OF 10°11'53", AN ARC DISTANCE OF 38.27 FEET, A CHORD DISTANCE 38.22 FEET, AND A CHORD BEARING NORTH 80°07'28" EAST; THENCE, NON-TANGENT TO SAID CURVE, RUN NORTH 18°57'02" EAST, A DISTANCE OF 114.73 FEET TO THE WESTERLY RIGHT-OF-WAY OF SOUTH BLUFORD AVENUE AS PER OFFICIAL RECORDS BOOK 3607, PAGE 2027; THENCE, ALONG SAID WESTERLY RIGHT-OF-WAY, RUN SOUTH 36°07'16" EAST, A DISTANCE OF 243.28 FEET TO THE SOUTH LINE OF THOSE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3669, PAGE 1602 OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA; THENCE DEPARTING SAID WESTERLY RIGHT-OF-WAY, RUN SOUTH 53°26'56" WEST, A DISTANCE OF 7.36 FEET ALONG SAID SOUTH LINE; THENCE, DEPARTING SAID SOUTH LINE, RUN NORTH 65°08'01" WEST, A DISTANCE OF 67.18 FEET; THENCE RUN SOUTH 85°13'25" WEST, A DISTANCE OF 305.15 FEET; THENCE RUN SOUTH 36°45'02" WEST A DISTANCE OF 55.77 FEET TO THE POINT OF BEGINNING.

PROPOSED SOUTH PARCEL DESCRIPTION

WRITTEN BY SURVEYOR:

A PORTION OF LAND LYING THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 SECTION 20, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHWEST CORNER OF THE SOUTHWEST 1/4 OF SECTION 20, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA, THENCE N00°28'58"W ALONG THE WEST LINE OF SECTION 20, TOWNSHIP 22 SOUTH, RANGE 28 EAST, A DISTANCE OF 691.70 FEET; THENCE S89°57'05"E ALONG THE SOUTH LINE OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 20, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA, A DISTANCE OF 50.00 FEET TO THE EAST RIGHT-OF-WAY LINE OF MAGUIRE ROAD FOR A POINT OF BEGINNING; THENCE THE FOLLOWING (5) COURSES ALONG SAID EAST RIGHT-OF-WAY LINE (1) THENCE N00°28'58"W A DISTANCE OF 149.79 FEET; (2) THENCE S89°31'02"W A DISTANCE OF 10.00 FEET; (3) THENCE N00°28'58"W A DISTANCE OF 106.76 FEET TO A POINT OF CURVATURE ON A CURVE CONCAVE SOUTHWESTERLY, HAVING A RADIUS OF 560.27 FEET, A CHORD BEARING OF N05°35'49"W, A CHORD DISTANCE OF 99.89 FEET, (4) RUN THENCE NORTHWESTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 10°13'44", A DISTANCE OF 100.02 FEET; (5) THENCE N36°44'50"E A DISTANCE OF 55.77 FEET TO THE SOUTH RIGHT-OF-WAY LINE OF MAINE STREET; THENCE N85°13'13"E ALONG SAID SOUTH RIGHT-OF-WAY LINE, A DISTANCE OF 305.15 FEET; THENCE CONTINUE S65°08'13"E ALONG SAID SOUTH RIGHT-OF-WAY LINE A DISTANCE OF 49.78 FEET TO THE WEST RIGHT-OF-WAY LINE OF SOUTH BLUFORD AVENUE; THENCE CONTINUE S36°04'33"E ALONG SAID WEST RIGHT-OF-WAY LINE A DISTANCE OF 15.04 FEET; THENCE S54°04'52"W A DISTANCE OF 195.01 FEET TO THE NORTHWEST CORNER OF OFFICIAL RECORD DOCUMENT #20230166746, PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA; THENCE S16°05'38"E ALONG THE WEST LINE OF SAID OFFICIAL RECORD DOCUMENT #20230166746, A DISTANCE OF 290.12 FEET TO THE SOUTH LINE OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 20, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA; THENCE N89°57'05"W ALONG SAID SOUTH LINE, A DISTANCE OF 292.08 FEET TO THE POINT OF BEGINNING.



NOTES

1. BEARING STRUCTURE IS ASSUMED AND BASED ON THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF SOUTH BLUFORD AVENUE, BEING N36°04'33"W.

2. THIS SURVEY REFLECTS ONLY MATTERS OF RECORD AS PROVIDED BY THE CLIENT OR CLIENTS REPRESENTATIVE.

3. THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES. THIS SURVEY WAS MADE ON THE GROUND. ANY UNDERGROUND UTILITIES SHOWN HEREON HAVE BEEN LOCATED FROM OBSERVED SURFACE UTILITY FEATURES AND/OR DRAWINGS PROVIDED BY CLIENT. THE SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED ALTHOUGH HE DOES CERTIFY THAT THEY ARE SHOWN AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE.

4. SUBJECT PROPERTY LIES IN ZONE "A" AND "X" BASED ON FLOOD INSURANCE RATE MAP NO. 12095C0220F, COMMUNITY NO. 120185, CITY OF OCOEE, ORANGE COUNTY, FLORIDA, EFFECTIVE SEPTEMBER 25, 2009.

5. THIS SURVEY IS VALID ONLY FOR THE PARTIES TO WHOM IT IS CERTIFIED TO. LIABILITY TO THIRD PARTIES MAY NOT BE TRANSFERRED OR ASSIGNED.

6. THIS SURVEY EXCEEDS THE ACCURACY REQUIREMENTS SET FORTH IN FLORIDA STATUTES.

7. THIS SURVEY MADE WITH BENEFIT OF OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY'S COMMITMENT NO. 332443 A5, EFFECTIVE: MAY 12, 2017.

8. ● - DENOTES A FOUND 1/2" IR, LB #4475, UNLESS OTHERWISE NOTED.

○ - DENOTED A FOUND N&D, LB #4475, UNLESS OTHERWISE NOTED.

9. ELEVATIONS BASED ON ORANGE COUNTY BENCHMARK "P1699031" HAVING AN ELEVATION OF 124.159 FEET, (NAVD 88).

10. TOPOGRAPHIC INFORMATION SHOWN HEREON IN THE AREA SPECIFIED BY CLIENT.

11. DESCRIPTION SHOWN HEREON CONTAINS MULTIPLE BASIS OF BEARING, THEREFORE BEARINGS SHOWN AS "CALC" ARE TO DEPICT ALL PROPERTY LINES RELATIVE TO ONE BEARING BASIS AND DO NOT REFLECT ANY ISSUES WITH DESCRIPTION.

ENCUMBRANCES

THE FOLLOWING ENCUMBRANCES LISTED BELOW PER OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY'S COMMITMENT NO. 332443 A5, EFFECTIVE: MAY 12, 2017, ARE KNOW TO THIS SURVEYOR AND HAVE BEEN SHOWN HEREON.

5. (INTENTIONALLY DELETED.)

6. AMENDMENT TO CITY OF OCOEE WASTE WATER DEVELOPERS' AGREEMENTS RECORDED IN O.R. BOOK 4476, PAGE 1320 AND WATER AND SEWER REVENUE AND MAINTENANCE FEE AGREEMENT RECORDED IN O.R. BOOK 4958, PAGE 3817 AND AMENDMENTS RECORDED IN O.R. BOOK 10113, PAGE 7975, O.R. BOOK 10113, PAGE 7988 AND O.R. BOOK 10158, PAGE 3771, PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA. ***(CONTAINS NO EASEMENTS TO DEPICT.)***

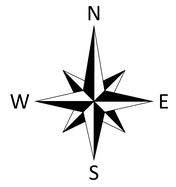
7. CITY OF OCOEE/COLBURN DEVELOPMENT AGREEMENT RECORDED IN O.R. BOOK 5623, PAGE 2313, PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA. ***(CONTAINS NO EASEMENTS TO DEPICT.)***

8. (INTENTIONALLY DELETED.)

9. NON-EXCLUSIVE PERPETUAL SLOPE EASEMENT AGREEMENT CONTAINED IN INSTRUMENT RECORDED NOVEMBER 28, 2000, UNDER O.R. BOOK 6138, PAGE 3170, PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA. ***(SHOWN HEREON.)***

10. NOT A SURVEY MATTER.

11. NONEXCLUSIVE TEMPORARY CONSTRUCTION EASEMENT AGREEMENT IN FAVOR OF THE CITY OF OCOEE CONTAINED IN INSTRUMENT RECORDED FEBRUARY 6, 2017, UNDER INSTRUMENT NUMBER 20170068631, PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA. ***(SHOWN HEREON.)***



LINE CHART

L1	S89°31'02"W	10.00' C&M
	S89°31'11"W	10.00' DESC
L2	N26°31'57"E	37.26' DESC
	S26°31'46"W	37.26' MEAS
	S26°31'55"W	37.26' DESC
L3	S74°33'25"E	17.31' C&M
	N74°33'16"W	17.31' DESC
L4	N00°28'58"W	73.09' CALC
L5	S36°04'33"E	58.80' MEAS
L6	S54°04'52"W	44.00' MEAS
L7	S53°26'56"W	7.36' DESC
L8	N65°08'01"W	67.18' DESC
L9	S65°08'13"E	49.78' C&M
L10	S36°04'33"E	15.04' C&M
L11	N36°44'50"E	55.77' CALC
	S36°45'02"W	55.77' DESC
L12	S89°57'05"E	50.00' CALC
L13	S36°04'33"E	108.81' CALC
L14	N00°28'58"W	30.00' MEAS
L15	S36°04'33"E	50.00' MEAS

GRAPHIC SCALE

0' 20' 40' 80' 120'

1" = 40'

C1-CURVE DATA Δ=03°31'27" R=560.27' L=34.46' CHORD N12°33'55"W 34.46' DESC N12°31'16"W 35.39' MEAS

C2-CURVE DATA Δ=13°50'53" R=560.27' L=135.41' CHORD N07°24'16"W 135.08' DESC N07°24'16"W 135.08' MEAS

LAND AREA

NORTH PARCEL: 87,673 SQUARE FEET OR 2.013 ACRES MORE OR LESS.
SOUTH PARCEL: 113,898 SQUARE FEET OR 2.615 ACRES MORE OR LESS.

TOTAL: 201,571 SQUARE FEET OR 4.628 ACRES MORE OR LESS.

TREE CHART

1 - 24" OAK	27 - 7" CRAPE MYRTLE
2 - 24" OAK	28 - 10" OAK
3 - 20" OAK	29 - 10" OAK
4 - 24" OAK	30 - 11" OAK
5 - 21" OAK	31 - 11" OAK
6 - 14" OAK	32 - 13" OAK
7 - 28" OAK	33 - 9" OAK
8 - 30" OAK	34 - 11" OAK
9 - 28" OAK	35 - 11" OAK
10 - 15" CHINA	36 - 9" OAK
11 - 16" OAK	37 - 11" OAK
12 - 26" OAK	38 - 10" OAK
13 - 48" OAK	39 - 7" OAK
14 - CRAPE MYRTLE	40 - 9" OAK
15 - CRAPE MYRTLE	41 - 9" CRAPE MYRTLE
16 - CRAPE MYRTLE	42 - 9" OAK
17 - 9" OAK	43 - 9" OAK
18 - 9" OAK	44 - 9" OAK
19 - 8" OAK	45 - 12" OAK
20 - 7" OAK	46 - 10" OAK
21 - 6" OAK	47 - 10" OAK
22 - 9" OAK	48 - 12" OAK
23 - 10" OAK	49 - 10" OAK
24 - 14" OAK	50 - 11" OAK
25 - 11" OAK	51 - 8" OAK
26 - 9" OAK	52 - 8" OAK

ACCURIGHT

ACCURIGHT SURVEYS OF ORLANDO INC., LB 4475
2012 E. Robinson Street, Orlando, Florida 32803
www.AccurightSurveys.net
ACCU@AccurightSurveys.net
PHONE: (407) 894-6314

SCALE: 1" = 40' | JOB #56359 | SHEET 1 OF 3
DRAWN BY: SAH

PREPARED FOR:
ATLANTIKOS LENDING GROUP, LLC

SUBDIVISION NAME: PARCEL 16 AND 74, SECTION 20-22-28

LOCATION:
924 AND 1100 MAGUIRE ROAD
OCOEE, FL 34761

LEGEND

BB	- BOTTOM OF BANK	MEAS	- MEASURED
	- BACK FLOW PREVENTER	MF	- METAL FENCE
	- BENCHMARK	MS	- METAL SHED
	- BOLLARD		- MITERED END SECTION
-E-	- BURIED ELECTRIC		- MONITORING WELL
BWF	- BARBED WIRE FENCE	N&D	- NAIL & DISC
TV	- CABLE TV RISER	NAVD	- NORTH AMERICAN VERTICAL DATUM
-C-	- BURIED CABLE TV		
Δ	- CENTRAL ANGLE	NGVD	- NATIONAL GEODETIC VERTICAL DATUM
CBW	- CONCRETE BLOCK WALL		
CC	- COVERED CONCRETE	NT	- NON-TANGENT
CF	- CONCRETE FLUME	NTS	- NOT TO SCALE
CHW	- CONCRETE HEAD WALL	ORB	- OFFICIAL RECORDS BOOK
CLF	- CHAIN LINK FENCE	-OW-	- OVERHEAD WIRE
	- CENTERLINE	PB	- PLAT BOOK
CM	- CONCRETE MONUMENT	PC	- POINT OF CURVATURE
CMP	- CORRUGATED METAL PIPE	PEP	- PER ENGINEERING PLANS
xCO	- CLEAN OUT	PF	- PLASTIC FENCE
CONC	- CONCRETE	PG	- PAGE
COVD	- COVERED	PI	- POINT OF INTERSECTION
CP	- CONCRETE PAD	P&M	- PLAT & MEASURED
CW	- CONCRETE WALKWAY	POB	- POINT OF BEGINNING
D&M	- DEED/DESC & MEASURED	POC	- POINT OF COMMENCEMENT
DE	- DRAINAGE EASEMENT	PRC	- POINT OF REVERSE CURVATURE
DESC	- DESCRIPTION		
	- DOT INLET	# PS	- PARKING SPACES
DOC #	- DOCUMENT #	PSM	- PROFESSIONAL SURVEYOR AND MAPPER
DP	- DUMPSTER PAD		
DW	- DRIVEWAY	PT	- POINT OF TANGENCY
	- EASEMENT NUMBER	PVC	- PLASTIC PIPE
	- ELECTRIC METER	R	- CURVE RADIUS
EB	- ELECTRICAL BOX	RCP	- REINFORCED CONCRETE PIPE
EL	- ELEVATION	R/W	- RIGHT OF WAY
ESMT	- EASEMENT		- SANITARY MANHOLE
EP	- EDGE OF PAVEMENT	-S-	- SANITARY LINE
FDC	- FIRE DEPARTMENT CONNECTION	SDO	- SHOWN FOR DIRECTION ONLY
		SF	- SQUARE FEET
FIRM	- FLOOD INSURANCE RATE MAP	SWF	- STOCK WIRE FENCE
FFE	- FINISHED FLOOR ELEVATION	x00.00	- SPOT ELEVATION
	- FIRE HYDRANT	-D-	- STORM/DRAIN LINE
-FM-	- FORCE MAIN		- SEWER VALVE
FND	- FOUND		- STORM MANHOLE
FO	- FIBER OPTIC BOX	-T-	- UNDERGROUND TELEPHONE
-FO-	- FIBER OPTIC LINE		- STORM INLET
-G-	- GAS LINE	TB	- TOP OF BANK
	- GAS METER		- TRAFFIC POLE
	- GAS VALVE		- TRAFFIC SIGN
	- GREASE TRAP		- TRANSFORMER/JUNCTION BOX
	- GUY WIRE ANCHOR		- TELEPHONE RISER
	- HANDICAP PARKING	TSB	- TRAFFIC SIGNAL BOX
HDPE	- HIGH DENSITY POLYETHYLENE	TYP	- TYPICAL
		UB	- UTILITY BOX
INV	- INVERT ELEVATION	UE	- UTILITY EASEMENT
IP	- IRON PIPE		- UTILITY MARKER
IR	- IRON ROD		- UTILITY POLE
	- IRRIGATION VALVE	-W-	- WATER LINE
L	- ARC LENGTH	WF	- WOOD FENCE
LB	- LICENSED BUSINESS	WS	- WOOD SHED
	- LIGHT POLE		- WATER VALVE
LSA	- LANDSCAPE AREA		- WATER METER
LS	- LICENSE SURVEYOR		- YARD DRAIN

SURVEY DATE: 11/16/22

DATE:	JOB #	REVISION	BY:
10/4/23	57371	ADDED TOPOGRAPHY IN AREA SPECIFIED BY CLIENT	SNH
11/13/23	57528	ADDED PROPOSED SOUTH PARCEL DESCRIPTION	SNH
1/4/24	57641	ADDED ADDITIONAL IMPROVEMENTS	SNH

BOUNDARY AND TOPOGRAPHIC SURVEY

TERRENCE W. RUTTER, JR., PSM 7371

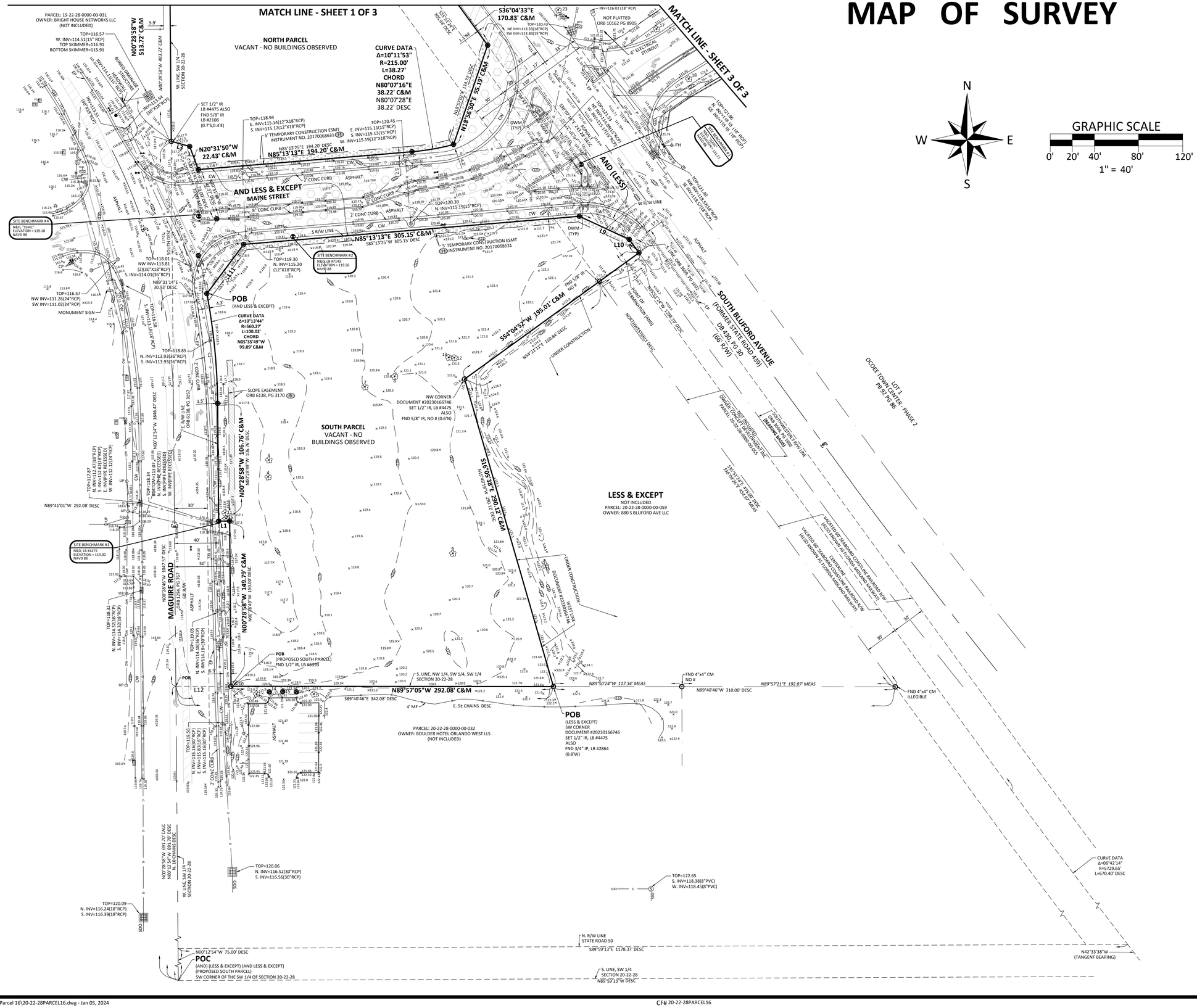
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www.AccurightSurveys.net
ACCU@AccurightSurveys.net
PHONE: (407) 894-6314

SCALE: 1" = 40'	JOB #56359	SHEET 2 OF 3
DRAWN BY: SAH		

PREPARED FOR:
ATLANTIKOS LENDING GROUP, LLC

SUBDIVISION NAME: PARCEL 16 AND 74, SECTION 20-22-28

LOCATION:
924 AND 1100 MAGUIRE ROAD
OCOEE, FL 34761

LEGEND

BB	- BOTTOM OF BANK	MEAS	- MEASURED
	- BACK FLOW PREVENTER	MF	- METAL FENCE
	- BENCHMARK	MS	- METAL SHED
	- BOLLARD		- MITERED END SECTION
-E-	- BURIED ELECTRIC		- MONITORING WELL
BWF	- BARBED WIRE FENCE	N&D	- NAIL & DISC
	- CABLE TV RISER	NAVD	- NORTH AMERICAN VERTICAL DATUM
-C-	- BURIED CABLE TV		
Δ	- CENTRAL ANGLE	NGVD	- NATIONAL GEODETIC VERTICAL DATUM
CBW	- CONCRETE BLOCK WALL		
CC	- COVERED CONCRETE	NT	- NON-TANGENT
CF	- CONCRETE FLUME	NTS	- NOT TO SCALE
CHW	- CONCRETE HEAD WALL	ORB	- OFFICIAL RECORDS BOOK
CLF	- CHAIN LINK FENCE	-OW-	- OVERHEAD WIRE
	- CENTERLINE	PB	- PLAT BOOK
CM	- CONCRETE MONUMENT	PC	- POINT OF CURVATURE
CMP	- CORRUGATED METAL PIPE	PEP	- PER ENGINEERING PLANS
xCO	- CLEAN OUT	PF	- PLASTIC FENCE
CONC	- CONCRETE	PG	- PAGE
COVD	- COVERED	PI	- POINT OF INTERSECTION
CP	- CONCRETE PAD	P&M	- PLAT & MEASURED
CW	- CONCRETE WALKWAY	POB	- POINT OF BEGINNING
D&M	- DEED/DESC & MEASURED	POC	- POINT OF COMMENCEMENT
DE	- DRAINAGE EASEMENT	PRC	- POINT OF REVERSE CURVATURE
DESC	- DESCRIPTION	# PS	- PARKING SPACES
	- DOT INLET	PSM	- PROFESSIONAL SURVEYOR AND MAPPER
DOC #	- DOCUMENT #		
DP	- DUMPSTER PAD	PT	- POINT OF TANGENCY
DW	- DRIVEWAY	PVC	- PLASTIC PIPE
	- EASEMENT NUMBER	R	- CURVE RADIUS
	- ELECTRIC METER	RCP	- REINFORCED CONCRETE PIPE
	- ELECTRICAL BOX	R/W	- RIGHT OF WAY
EL	- ELEVATION		- SANITARY MANHOLE
ESMT	- EASEMENT	-S-	- SANITARY LINE
EP	- EDGE OF PAVEMENT	SDO	- SHOWN FOR DIRECTION ONLY
FDC	- FIRE DEPARTMENT CONNECTION	SF	- SQUARE FEET
		SWF	- STOCK WIRE FENCE
FIRM	- FLOOD INSURANCE RATE MAP	x00.00	- SPOT ELEVATION
FFE	- FINISHED FLOOR ELEVATION	-D-	- STORM/DRAIN LINE
	- FIRE HYDRANT		- SEWER VALVE
-FM-	- FORCE MAIN		- STORM MANHOLE
FND	- FOUND	-T-	- UNDERGROUND TELEPHONE
	- FIBER OPTIC BOX		- STORM INLET
-FO-	- FIBER OPTIC LINE	TB	- TOP OF BANK
-G-	- GAS LINE		- TRAFFIC POLE
	- GAS METER		- TRAFFIC SIGN
	- GAS VALVE		- TRANSFORMER/JUNCTION BOX
	- GREASE TRAP		- TELEPHONE RISER
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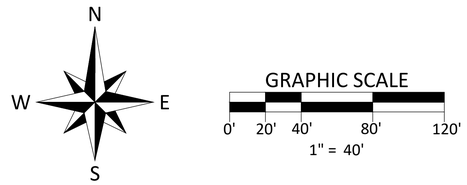
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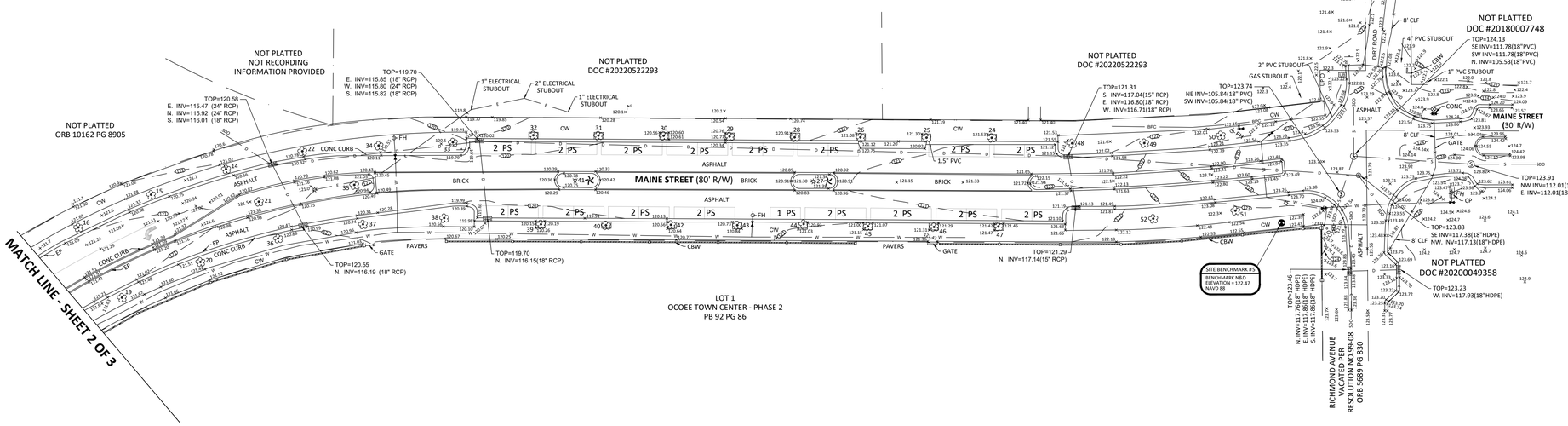
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FFE	- FLOOD INSURANCE RATE MAP	SSV	- SEWER VALVE
FH	- FINISHED FLOOR ELEVATION	ST	- STORM MANHOLE
-FM-	- FIRE HYDRANT	-T-	- UNDERGROUND TELEPHONE
FND	- FORCE MAIN		- STORM INLET
FO	- FOUND	TB	- TOP OF BANK
-FO-	- FIBER OPTIC BOX	TP	- TRAFFIC POLE
-G-	- FIBER OPTIC LINE		- TRAFFIC SIGN
GM	- GAS LINE		- TRANSFORMER/JUNCTION BOX
GV	- GAS METER		- TELEPHONE RISER
	- GAS VALVE		- TRAFFIC SIGNAL BOX
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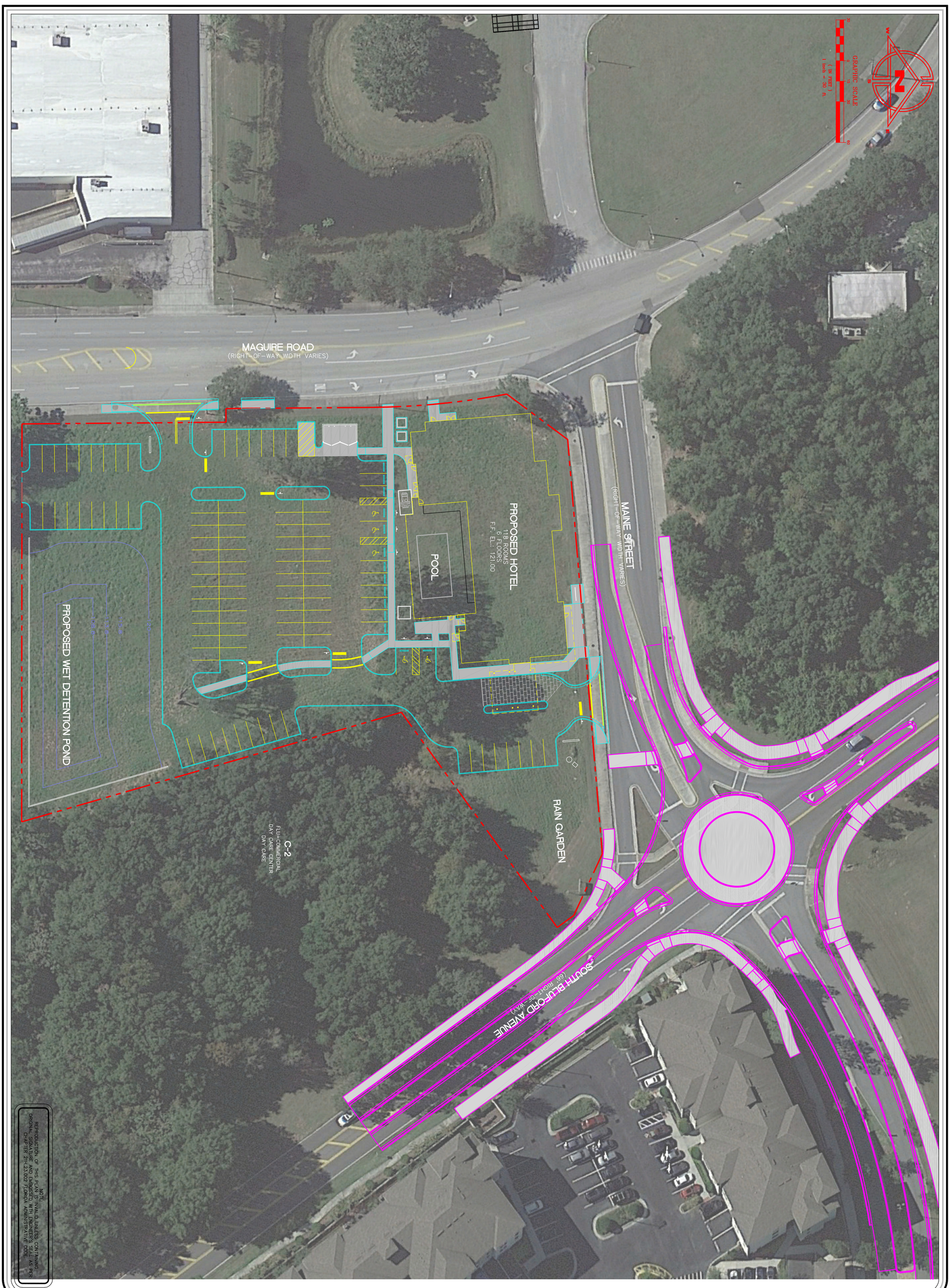
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NOTE:
REPRODUCTION OF THIS SHEET WITHOUT ORIGINAL SIGNATURE AND EMBOSSED WITH ENGINEER'S SEAL AS PER CHAPTER 21H-23.002 FLORIDA ADMINISTRATIVE CODE.

DRAWN BY:	M.C.
CHECKED BY:	M.C.
DATE:	10-25-23
SCALE:	1" = 30'
JOB NO:	223-020
SHEET NO:	C-0
OF C-11	

mitch collins, pe, inc.
801 west bay drive, suite 470 | largo, fl 33770
office: 727.443.5557 | fax: 407.448.8979
mitch@mcpe.com

THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY MITCH COLLINS, P.E. ON THE DATE ADJACENT TO THE SEAL. PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.

MITCH COLLINS, P.E.# 54608,
STATE OF FLORIDA, C.A.# 9523

DATE

BRONSON MITCHELL COLLINS
LICENSE
No. 54608
STATE OF FLORIDA
PROFESSIONAL ENGINEER

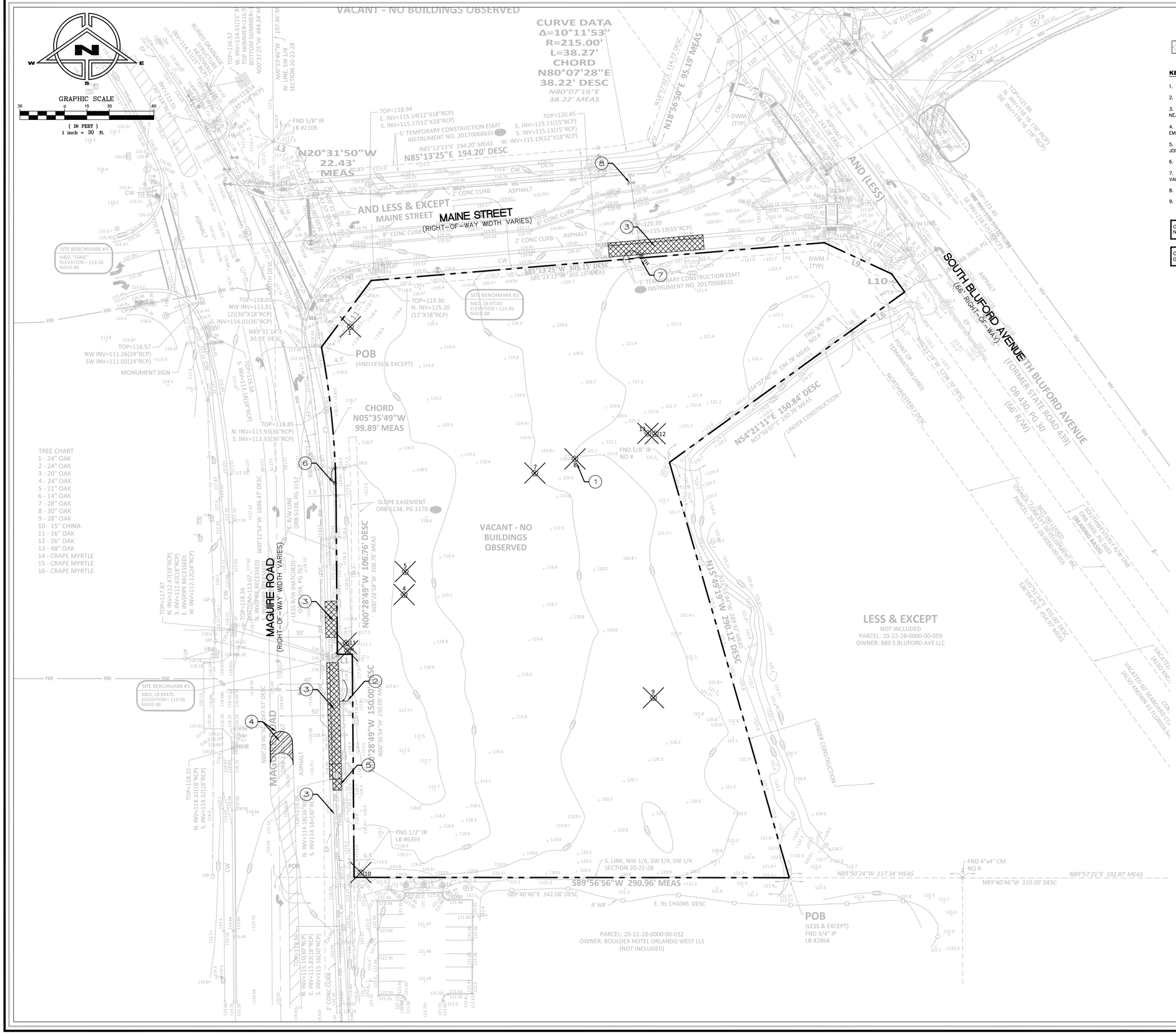
OVERALL SITE PLAN

FOR

CAMBRIA SUITES AT OCOEE

926 MAGUIRE ROAD — OCOEE, FLORIDA

REV/DATE	BY
NEW P.S.P. SUBMITTAL 10-25-24	M.C.
FINAL SITE PLAN 5-29-24	M.C.
AS PER CITY 4-9-24	M.C.
AS PER CITY --	M.C.
--	--



DEMOLITION LEGEND

DEMOLISH (INCLUDING ALL PAVEMENT BASE AND ANY EXISTING UNDERGROUND UTILITIES, STORM PIPES AND STRUCTURES, **UNLESS OTHERWISE NOTED.**

KEY NOTES: (#)

1. EXISTING TREE TO BE REMOVED (TYP)
2. EXISTING SIGN TO BE RELOCATED
3. SECTION OF EXISTING SIDEWALK AND CURB AND GUTTER TO BE REMOVED (REMOVE UP TO NEAREST EXISTING JOINT)
4. EXISTING GORE STRIPING TO BE MILLED AND REMOVED (ALSO REMOVE EXISTING SPECIAL EMPHASIS MARKERS)
5. SECTION OF EXISTING SIDEWALK TO BE REMOVED (REMOVE UP TO NEAREST EXISTING JOINT)
6. RELOCATE EXISTING LIGHTPOLE AS SHOWN
7. EXISTING FIRE HYDRANT TO BE RELOCATED (ISOLATE WITH EXISTING UPSTREAM GATE VALVE SHOWN AS KEYNOTE 8) (SEE PLAN SHEET C-4 FOR ADDITIONAL INFORMATION)
8. EXISTING GATE VALVE
9. EXISTING STORM MANHOLE TO BE PROTECTED DURING DEMOLITION OF EXISTING SIDEWALK

CONTRACTOR TO COORDINATE WITH APPROPRIATE UTILITY COMPANIES FOR ANY NECESSARY UTILITY DISCONNECTIONS.

CONTRACTOR TO BE RESPONSIBLE FOR ANY NECESSARY PERMITTING FOR THE REMOVAL OF ANY EXISTING WELLS OR SEPTIC SYSTEM/DRAINFIELDS.

NOTE:
REPRODUCTION OF THIS PLAN IS INVALID UNLESS CONTAINING ORIGINAL SIGNATURE AND EMBOSSED WITH ENGINEER'S SEAL AS PER CHAPTER 21H.23.002 FLORIDA ADMINISTRATIVE CODE.

REV/DATE	BY
12-21-23 AS PER CITY	M.C.
1-25-24 AS PER CITY	M.C.
3-12-24 FINAL SITE PLAN	M.C.
5-28-24 AS PER CITY	M.C.
--	--
--	--

DEMOLITION PLAN
FOR
CAMBRIA SUITES AT OCOEE
OCOEE, FLORIDA
926 MAGUIRE ROAD

MITCHELL COLLINS ★ BRONSON ★ PROFESSIONAL ENGINEER
LICENSE No 94608 ★ STATE OF FLORIDA

THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY MITCH COLLINS, P.E. ON THE DATE ADJACENT TO THE SEAL. PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.

MITCH COLLINS, P.E. # 94608,
STATE OF FLORIDA, C.A.# 8923

DATE

MITCH COLLINS ENGINEERING, INC.
801 E. 41st Street, Unit 1 ★ Sanford, FL 32771
407.617.0020 ★ 407.448.9979
mitch@mitchellcollinspe.com

DRAWN BY:	M.C.
CHECKED BY:	M.C.
DATE:	10-25-23
SCALE:	1" = 30'
JOB NO:	223-020
SHEET NO:	D-1 OF C-11

ALL DETECTABLE WARNING MATS SHALL BE ARMOR TILE (OR APPROVED ALTERNATE) YELLOW AND CAST IN PLACE ONLY. SURFACE-MOUNTED DETECTABLE WARNING MATS WILL NOT BE ACCEPTED.

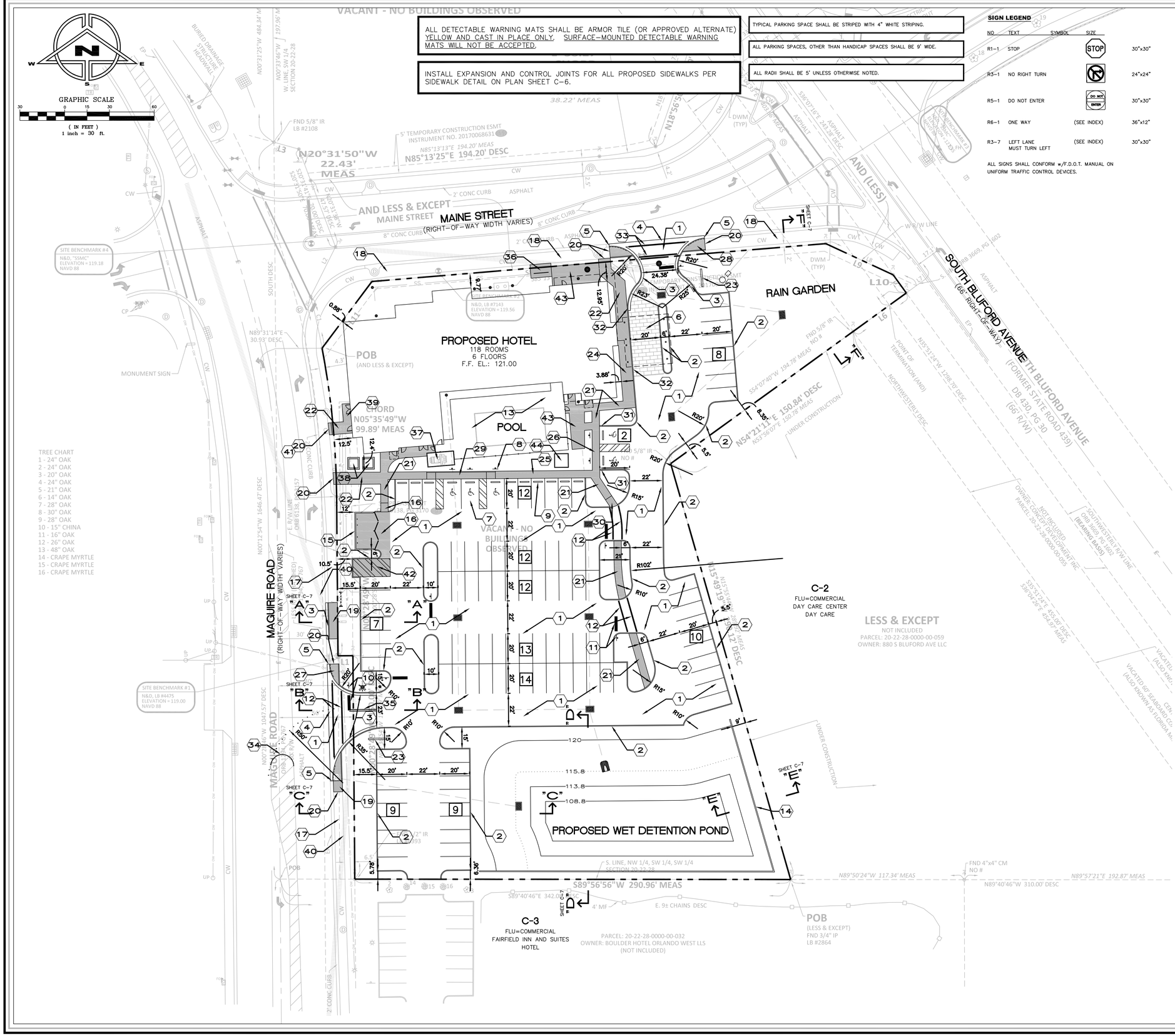
INSTALL EXPANSION AND CONTROL JOINTS FOR ALL PROPOSED SIDEWALKS PER SIDEWALK DETAIL ON PLAN SHEET C-6.

TYPICAL PARKING SPACE SHALL BE STRIPED WITH 4" WHITE STRIPING.

ALL PARKING SPACES, OTHER THAN HANDICAP SPACES SHALL BE 9' WIDE.

ALL RADII SHALL BE 5' UNLESS OTHERWISE NOTED.

GRAPHIC SCALE
30 0 15 30 60
(IN FEET)
1 inch = 30 ft.



SIGN LEGEND

NO	TEXT	SYMBOL	SIZE	
R1-1	STOP	STOP		30"x30"
R3-1	NO RIGHT TURN			24"x24"
R5-1	DO NOT ENTER	DO NOT ENTER		30"x30"
R6-1	ONE WAY		(SEE INDEX)	36"x12"
R3-7	LEFT LANE MUST TURN LEFT		(SEE INDEX)	30"x30"

ALL SIGNS SHALL CONFORM w/F.D.O.T. MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.

SITE LEGEND

- HANDICAP PARKING
- PROPOSED DRAINAGE INLET
- PROPOSED CURB
- SITE BOUNDARY LINE
- EXISTING EASEMENT (DEPICTED ON PLAN)
- PROPOSED EASEMENT (DEPICTED ON PLAN)
- CENTER LINE OF ROAD
- EXISTING EDGE OF PAVEMENT
- TYP — TYPICAL
- HC — HANDICAP
- 10 — # OF PARKING SPACES
- S/W — SIDEWALK
- R5' — 5' RADIUS
- L.F. — LINEAR FEET
- S.F. — SQUARE FEET
- B.O.C. — BACK OF CURB
- PROPOSED ASPHALT PAVEMENT (SEE DETAIL)
- PROPOSED CONCRETE PAVEMENT (SEE DETAIL)

KEY NOTES: (#)

1. PROPOSED ASPHALT PAVEMENT (TYP) (SEE DETAIL, SHEET C-6)
2. PROPOSED FDOT TYPE "D" CURB (TYP) (SEE DETAIL, SHEET C-6)
3. PROPOSED FDOT TYPE "F" CURB AND GUTTER (TYP) (SEE DETAIL, SHEET C-6
4. PROPOSED VALLEY GUTTER (SEE DETAIL, SHEET C-6)
5. CONNECT TO EXISTING CURB AND GUTTER (CONNECT AT NEAREST EXISTING JOINT)
6. PROPOSED BRICK OR STAMPED CONCRETE (RED, WITH HERRING BONE PATTERN) (CONTRACTOR TO CONFIRM COLOR AND FINISH WITH DEVELOPER)
7. PROPOSED HANDICAP SPACE (TYP-5) (SEE DETAIL, SHEET C-6)
8. PROPOSED HANDICAP SIGN (TYP-5) (SEE DETAIL, SHEET C-6)
9. PROPOSED CONCRETE WHEELSTOP (TYP) (2 FEET MINIMUM FROM BACK OF SPACE) (SEE DETAIL, SHEET C-6)
10. PROPOSED R1-1 (SEE DETAIL, SHEET C-1) AND 24" WIDE THERMOPLASTIC STOP BAR (TYP-2) (PROVIDE 5' MINIMUM SEPARATION BETWEEN STOP BAR AND CROSS-WALK)
11. PROPOSED R1-1 (SEE DETAIL, SHEET C-1) AND 24" WIDE THERMOPLASTIC STOP BAR (TYP-4)
12. PROPOSED 12" WHITE THERMOPLASTIC SPECIAL EMPHASIS STRIPING AT 6' ON CENTER PER FDOT STANDARD PLAN INDEX 711-001 (SHEET 9 OF 13)
13. PROPOSED POOL DECK AREA (SEE PLANS BY OTHERS)
14. PROPOSED RETAINING WALL (TO BE DESIGNED AND PERMITTED SEPARATELY) (SEE CROSS-SECTION)
15. PROPOSED 6' HIGH MASONRY DUMPSTER ENCLOSURE (SEE SEPARATE PLANS BY ARCHITECT) (TO BE PERMITTED SEPARATELY) (SEE DETAIL ON PLAN SHEET C-7)
16. PROPOSED CONCRETE PAVEMENT (SEE DETAIL, SHEET C-6)
17. EXISTING 6' WIDE CONCRETE SIDEWALK
18. EXISTING 7.5' WIDE CONCRETE SIDEWALK
19. PROPOSED 6' WIDE CONCRETE SIDEWALK (SEE DETAIL, SHEET C-6)
20. CONNECT TO EXISTING SIDEWALK
21. PROPOSED 5' WIDE CONCRETE SIDEWALK (SEE DETAIL, SHEET C-6)
22. PROPOSED 8' WIDE CONCRETE SIDEWALK (SEE DETAIL, SHEET C-6)
23. PROPOSED SIGN LOCATION (SEE PLANS BY OTHERS) (SIGN DESIGN TO BE PERMITTED SEPARATELY)
24. PROPOSED 8' WIDE CONCRETE SIDEWALK ADJACENT TO BUILDING (SEE DETAIL, SHEET C-6)
25. PROPOSED 5' WIDE CONCRETE SIDEWALK ADJACENT TO PARKING (SEE DETAIL, SHEET C-6)
26. PROPOSED 5' WIDE CONCRETE SIDEWALK ADJACENT TO PARKING (FLUSH) (SEE DETAIL, SHEET C-6)
27. PROPOSED 6' WIDE CURB CUT RAMP PER FDOT INDEX 522-002, CR-G (TYP-2) (SEE DETAIL, SHEET C-6) (INCLUDE DETECTABLE WARNING MAT PER NOTES AT TOP OF THIS PLAN SHEET)
28. PROPOSED 7.5' WIDE CURB CUT RAMP PER FDOT INDEX 522-002, CR-G (TYP-2) (SEE DETAIL, SHEET C-6) (INCLUDE DETECTABLE WARNING MAT PER NOTES AT TOP OF THIS PLAN SHEET)
29. PROPOSED CURB CUT RAMP PER FDOT INDEX 522-002, CR-C (MODIFIED) (SEE DETAIL, SHEET C-6) (INCLUDE DETECTABLE WARNING MAT PER NOTES AT TOP OF THIS PLAN SHEET)
30. PROPOSED CURB CUT RAMP PER FDOT INDEX 522-002, CR-E (SEE DETAIL, SHEET C-6) (INCLUDE DETECTABLE WARNING MAT PER NOTES AT TOP OF THIS PLAN SHEET)
31. TRANSITION CURB DOWN AT 4:1 IN THIS AREA
32. CURB REVEAL TRANSITIONS FROM 0" TO 6" IN THIS AREA (SEE PLAN SHEET C-2)
33. PROPOSED 12" WHITE THERMOPLASTIC SPECIAL EMPHASIS STRIPING AT 7' ON CENTER PER FDOT STANDARD PLAN INDEX 711-001 (SHEET 9 OF 13)
34. PROPOSED 6" DOUBLE YELLOW THERMOPLASTIC STRIPING PER FDOT STANDARD INDEX 711-001 (ALSO INCLUDE SPECIAL EMPHASIS MARKERS)
35. PROPOSED 6" DOUBLE YELLOW THERMOPLASTIC STRIPING PER FDOT STANDARD INDEX 711-001
36. PROPOSED BICYCLE RACK w/ ROOM FOR 9 BIKES (MADRAX, CAPITOL SQUARE, POWDER COAT, BLACK ON 9'X14' CONCRETE PAD) (CONCRETE TO MATCH SIDEWALK CONCRETE) (INCLUDE EXPANSION JOINT AND CONTROL JOINTS)
37. PROPOSED SCREENED GENERATOR (SEE ARCHITECTURAL PLANS)
38. PROPOSED TRANSFORMER PADS (SEE SITE ELECTRICAL PLAN FOR EXACT LOCATION AND ADDITIONAL INFORMATION)
39. PROPOSED 5' WIDE SIDEWALK ADJACENT TO BUILDING (SEE DETAIL, SHEET C-6)
40. SIGHT VISIBILITY LINE
41. INCLUDE TWO 7" HIGH STEPS AT THIS LOCATION (SEE ARCHITECTURAL PLANS)
42. PROPOSED 12'X25' LOADING ZONE
43. PROPOSED PATIO AREA (SEE ARCHITECTURAL PLANS)
44. PROPOSED POOL EQUIPMENT AREA (SEE ARCHITECTURAL PLANS)

NOTE:
REPRODUCTION OF THIS PLAN IS INVALID UNLESS CONTAINING ORIGINAL SIGNATURE AND EMBOSSED WITH ENGINEER'S SEAL AS PER CHAPTER 21H.23.002 FLORIDA ADMINISTRATIVE CODE.

REV/DATE	BY
12-21-23 AS PER CITY	M.C.
1-25-24 AS PER CITY	M.C.
3-12-24 FINAL SITE PLAN	M.C.
5-28-24 AS PER CITY	M.C.
7-30-24 AS PER CITY	M.C.
4-18-24 AS PER CITY	M.C.
6-5-25 AS PER CITY	M.C.

SITE LAYOUT PLAN
FOR
CAMBRIA SUITES AT OCOEE
926 MAGUIRE ROAD
OCOEE, FLORIDA

MITCHELL COLLINS * LICENSE No 54608 * STATE OF FLORIDA * PROFESSIONAL ENGINEER * BRANSON

THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY MITCHELL COLLINS, P.E. ON THE DATE ADJACENT TO THE SEAL. PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.

MITCH COLLINS, P.E.# 54608,
STATE OF FLORIDA, C.A.# 9923

DATE

mitchcollinsengineering, PLLC.
801 E 40th Court N. | Sanford, FL 32773
Phone: 407.765.8537 | Fax: 407.448.8979
mitchcollinsengineering@gmail.com

DRAWN BY:	M.C.
CHECKED BY:	M.C.
DATE:	10-25-23
SCALE:	1" = 30'
JOB NO:	223-020
SHEET NO:	C-1 OF C-11

ALL TOPOGRAPHIC INFORMATION IS BASED ON A SURVEY BY ACCURIGHT SURVEYS OF ORLANDO, INC., DATED 1-4-2024, USING DATUM 1988 (NAVD).

GRAPHIC SCALE
30 0 15 30 60
(IN FEET)
1 inch = 30 ft.

PROPOSED HOTEL
118 ROOMS
6 FLOORS
F.F. EL.: 121.00

POOL

PROPOSED WET DETENTION POND

RAIN GARDEN

MAINE STREET
(RIGHT-OF-WAY WIDTH VARIES)

AND LESS & EXCEPT
MAINE STREET

SOUTH BLUFORD AVENUE
(66' RIGHT-OF-WAY)
(FORMER STATE ROAD 439)
DB 430, PG 90
(66' R/W)

MAGUIRE ROAD
(RIGHT-OF-WAY WIDTH VARIES)

POB
(AND LESS & EXCEPT)

VACANT - NO BUILDINGS OBSERVED

CURVE DATA
Δ=10°11'53"
R=215.00'
L=38.27'
CHORD
N80°07'28"E
38.22' DESC
N80°07'16"E
38.22' MEAS

N18°56'50"E 95.19' MEAS

N20°31'50"W
22.43'
MEAS

N85°13'25"E 194.20' DESC

AND (LESS)

LESS & EXCEPT
NOT INCLUDED
PARCEL: 20-22-28-0000-00-059
OWNER: 880 S BLUFORD AVE LLC

C-2
FLU=COMMERCIAL
DAY CARE CENTER
DAY CARE

C-3
FLU=COMMERCIAL
FAIRFIELD INN AND SUITES
HOTEL

PARCEL: 20-22-28-0000-00-032
OWNER: BOULDER HOTEL ORLANDO WEST LLS
(NOT INCLUDED)

S89°56'56"W 290.96' MEAS

N54°21'11"E 150.84' DESC
N53°56'07"E 150.08' MEAS

N15°49'19"W 290.12' DESC

N89°50'24"W 117.34' MEAS

N00°28'46"W 1047.57' DESC

N00°28'46"W 1047.57' MEAS

N05°35'49"W 120.00' MEAS

TREE CHART
1 - 24" OAK
2 - 24" OAK
3 - 20" OAK
4 - 24" OAK
5 - 21" OAK
6 - 14" OAK
7 - 28" OAK
8 - 30" OAK
9 - 28" OAK
10 - 15" CHINA
11 - 16" OAK
12 - 26" OAK
13 - 48" OAK
14 - CRAPE MYRTLE
15 - CRAPE MYRTLE
16 - CRAPE MYRTLE

SITE BENCHMARK #4
N&D, "SSMC"
ELEVATION = 119.18
NAVD 88

SITE BENCHMARK #1
N&D, LB #4475
ELEVATION = 119.00
NAVD 88

GRADING LEGEND

EL	ELEVATION
TYP	TYPICAL
L.F.	LINEAR FEET
c.o.	CLEANOUT
INV.	INVERT ELEVATION
49.58	EXISTING ELEVATION
50.23	PROPOSED SPOT ELEVATION
50.23	PROPOSED SPOT ELEVATION BASED ON EXISTING GRADE
50.73 / 50.23	PROPOSED SPOT ELEVATION (TOP OF SIDEWALK/ASPHALT)
	DRAINAGE INLET
	MITERED END SECTION
	DRAINAGE PIPE
	EXISTING EASEMENT (DEPICTED ON PLAN)
	PROPOSED EASEMENT (DEPICTED ON PLAN)
	SURFACE STORMWATER FLOW
HP	HIGH-PERFORMANCE POLYPROPYLENE PIPE
RCP	REINFORCED CONCRETE PIPE
FF	FINISHED FLOOR
S-1	STORM SEWER STRUCTURE ID
	SILT FENCE BARRIER (SEE SHEET C-3)
	PROPOSED ASPHALT PAVEMENT (SEE DETAIL)
	PROPOSED CONCRETE PAVEMENT (SEE DETAIL)

KEY NOTES: (#)

1. PROPOSED 58 LF OF 18"ø RCP AT 0.52%
2. PROPOSED 58 LF OF 18"ø RCP AT 0.52%
3. PROPOSED 83 LF OF 18"ø RCP AT 0.48%
4. PROPOSED 41 LF OF 24"ø RCP AT 1.71%
5. PROPOSED 58 LF OF 18"ø RCP AT 0.52%
6. PROPOSED 58 LF OF 18"ø RCP AT 1.38%
7. PROPOSED 120 LF OF 18"ø RCP AT 0.67%
8. CORE AND DRILL INTO EXISTING STORM MANHOLE AT INVERT ELEVATION 114.20 (ADJUST MANHOLE RIM AS NECESSARY TO MATCH PROPOSED SIDEWALK RAMP ELEVATION)
9. PROPOSED 77 LF OF 18"ø RCP AT 3.90%
10. PROPOSED 110 LF OF 18"ø RCP AT 3.16%
11. PROPOSED IN-LINE CLEANOUT AT INV. EL. 117.00 AND 85 LF OF 12"ø HP STORM PIPE AT 0.94% (PROVIDE UPSTREAM CONNECTION TO ROOF DRAIN PIPE) (SEE PLUMBING PLANS)
12. PROPOSED IN-LINE CLEANOUT AT INV. EL. 117.00 AND 80 LF OF 12"ø HP STORM PIPE AT 0.88% (PROVIDE UPSTREAM CONNECTION TO ROOF DRAIN PIPE) (SEE PLUMBING PLANS)
13. PROPOSED 46 LF OF 18"ø RCP AT 2.17%
14. CORE AND DRILL INTO EXISTING STORM MANHOLE AT INVERT ELEVATION 116.00
15. SIDEWALK LEVEL WITH ASPHALT IN THIS AREA
16. PROVIDE 18" THICK ROCK IN THIS AREA EXTENDING 8' BEYOND OUTSIDE OF STRUCTURE (3" TO 6" ROCK)
17. POSSIBLE CROSSING WITH EXISTING 12" WATER MAIN AT THIS LOCATION (EXISTING WATER MAIN SHALL BE PROTECTED DURING INSTALLATION OF STORM PIPE. IF MINIMUM SEPARATION REQUIREMENTS BETWEEN THE EXISTING WATER MAIN AND PROPOSED STORM LINE ARE NOT MET PER CITY DETAIL UT013, THE WATER MAIN OR STORM LINE SHALL BE DEFLECTED TO MEET THE CITY'S SEPARATION REQUIREMENTS.)
18. CONNECT ROOF DRAINS/DOWNSPOUTS TO INLET (SEE ARCHITECTURAL PLANS)

STORM STRUCTURE TABULATION

STRUCTURE	TYPE OF STRUCTURE	GRATE EL.	N. INV.	S. INV.	E. INV.	W. INV.	NOTES
S - 1	TYPE "E"	119.20	116.20	116.20	--	--	(FDOT INDEX 425-052)
S - 2	TYPE "E"	119.20	115.90	115.90	--	--	(FDOT INDEX 425-052)
S - 3	TYPE "E"	119.20	115.60	--	115.60	--	(FDOT INDEX 425-052)
S - 4	TYPE "E"	119.30	115.20	--	--	115.20	(FDOT INDEX 425-052)
S - 5	MES	114.50	--	--	--	--	(FDOT INDEX 430-021)
S - 6	TYPE "E"	119.30	116.30	116.30	--	--	(FDOT INDEX 425-052)
S - 7	TYPE "E"	119.30	116.00	116.00	--	--	(FDOT INDEX 425-052)
S - 8	TYPE "E"	119.00	--	--	--	115.00	(OVERFLOW)(FDOT INDEX 425-052)
S - 9	TYPE "E"	120.20	--	--	117.00	117.00	(OVERFLOW)(FDOT INDEX 425-052)
S - 10	TYPE "E"	117.00	--	114.00	--	114.00	(FDOT INDEX 425-052)
S - 11	TYPE "E"	119.70	--	--	116.70	--	(FDOT INDEX 425-052)

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REV/DATE	BY
12-21-23 AS PER CITY	M.C.
1-25-24 AS PER CITY	M.C.
3-12-24 FINAL SITE PLAN	M.C.
5-28-24 AS PER CITY	M.C.
7-30-24 AS PER CITY	M.C.
4-18-24 AS PER CITY	M.C.
9-5-25 AS PER CITY	M.C.

GRADING AND DRAINAGE PLAN
FOR
CAMBRIA SUITES AT OCOEE
926 MAGUIRE ROAD
OCOEE, FLORIDA

MITCHELL COLLINS * LICENSE No 54608 * STATE OF FLORIDA * BRONSON * PROFESSIONAL ENGINEER

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MITCH COLLINS, P.E. # 54608,
STATE OF FLORIDA, C.A.# 9323

DATE

MITCH COLLINS ENGINEERING, INC.
801 WESTCHESTER DRIVE * ORLANDO, FL 32807 * 407.249.8577
CERTIFICATE OF AUTHORIZATION NUMBER 9323 * 407.448.8979
mitch@mitchellcollins.com

DRAWN BY:	M.C.
CHECKED BY:	M.C.
DATE:	10-25-23
SCALE:	1" = 30'
JOB NO:	223-020
SHEET NO:	C-2 OF C-11

CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING NPDES PERMIT COVERAGE FOR PROJECT.

IN THE EVENT OF EXCESSIVE OFF-SITE TRACKING, THE CONTRACTOR WILL BE OBLIGATED TO INSTALL ADDITIONAL MEASURES.

GRAPHIC SCALE
30 0 15 30 60
(IN FEET)
1 inch = 30 ft.

VACANT - NO BUILDINGS OBSERVED

CURVE DATA
Δ=11°11'53"
R=275.00'
L=53.27'
CHORD
N05°35'49"W
99.89' MEAS

TOP=118.94
E. INV=115.14(12"X18"RCP)
S. INV=115.17(12"X18"RCP)
5' TEMPORARY CONSTRUCTION ESMT
INSTRUMENT NO: 20170068631
N85°13'13"E 194.20' MEAS
N85°13'25"E 194.20' DESC
TOP=120.45
E. INV=115.11(15"RCP)
S. INV=115.13(15"RCP)
W. INV=115.19(12"X18"RCP)

N20°31'50"W 22.43' MEAS

AND LESS & EXCEPT MAINE STREET

MAINE STREET
(RIGHT-OF-WAY WIDTH VARIES)

FND 5/8" IR
LB #2108

SITE BENCHMARK #4
N&D, "SMAC"
ELEVATION = 119.18
NAVD 88

TOP=118.01
NW INV=113.81
(2)(30"X18"RCP)
S. INV=114.01(36"RCP)

N89°31'14"E
30.93' DESC

TOP=116.57
NW INV=111.26(24"RCP)
SW INV=111.02(24"RCP)

MONUMENT SIGN

TOP=118.85
N. INV=113.93(36"RCP)
S. INV=113.93(36"RCP)

TOP=115.58
S. INV=111.18(18"RCP)

TREE CHART
1 - 24" OAK
2 - 24" OAK
3 - 20" OAK
4 - 24" OAK
5 - 21" OAK
6 - 14" OAK
7 - 28" OAK
8 - 30" OAK
9 - 28" OAK
10 - 15" CHINA
11 - 16" OAK
12 - 26" OAK
13 - 48" OAK
14 - CRAPE MYRTLE
15 - CRAPE MYRTLE
16 - CRAPE MYRTLE

PROPOSED SILT FENCE BARRIER (TYP) (SEE DETAIL)

PROPOSED FILTER FABRIC SOCK

SHEET C-7

PROPOSED HOTEL
118 ROOMS
6 FLOORS
F.F. EL.: 121.00

POB
(AND LESS & EXCEPT)

POOL

CHORD
N05°35'49"W
99.89' MEAS

POSSIBLE CONCRETE WASHOUT AREA LOCATION (EXACT LOCATION REQUIRED BEFORE START OF SITE CONSTRUCTION)

VACANT - NO BUILDINGS OBSERVED

PROPOSED FILTER FABRIC FOR ALL INLETS (TYP) (SEE DETAIL)

PROPOSED FILTER FABRIC SOCK

SITE BENCHMARK #1
N&D, LB #4475
ELEVATION = 119.00
NAVD 88

DURING CONSTRUCTION, USE THIS ENTRANCE FOR ENTERING/ EXITING THE SITE. 3"-5" CRUSHED GRAVEL TO BE PLACED AT ENTRANCE DURING CONSTRUCTION.

MAGUIRE ROAD
(RIGHT-OF-WAY WIDTH VARIES)

N00°28'49"W 2650.58' MEAS

TOP=117.87
N. INV=112.47(18"RCP)
S. INV=112.62(18"RCP)
E. INV(PIPE RECESSED)
W. INV=112.12(24"RCP)

TOP=118.34
(BOTTOM=113.07)
N. INV(PIPE RECESSED)

TOP=118.32
N. INV=114.32(18"RCP)
S. INV=114.32(18"RCP)

N. INV=111.10(18"RCP)
S. INV=111.10(18"RCP)

TOP=116.53
N. INV=115.16(30"RCP)
E. INV=115.83(18"RCP)
S. INV=115.16(30"RCP)
2' CONC CURB

N00°12'54"W 1646.47' DESC

N00°31'25"W 484.34' MEAS

W. LINE, SW 1/4, SECTION 20-22-28

FND 5/8" IR
NO #

N89°40'46"E 342.02' MEAS

S89°40'56"W 290.96' MEAS

S. LINE, NW 1/4, SW 1/4, SW 1/4
SECTION 20-22-28

FND 1/2" IR
LB #6393

FND 5/8" IR
NO #

FND 4"x4" CM
NO #

N89°50'24"W 117.34' MEAS

POB
(LESS & EXCEPT)
FND 3/4" IP
LB #2864

PARCEL: 20-22-28-0000-00-032
OWNER: BOULDER HOTEL ORLANDO WEST LLS
(NOT INCLUDED)

C-2
FLU=COMMERCIAL
DAY CARE CENTER
DAY CARE

C-3
FLU=COMMERCIAL
FAIRFIELD INN AND SUITES
HOTEL

PROPOSED WET DETENTION POND

PROPOSED SILT FENCE BARRIER (TYP) (SEE DETAIL)

RAIN GARDEN

SOUTH BLUFORD AVENUE
(66' RIGHT-OF-WAY)

AND (LESS)

TH BLUFORD AVENUE
(FORMER STATE ROAD 439)
DB 4430, PG 90
(66' R/W)

N54°21'11"E 150.84' DESC
N53°56'07"E 150.78' MEAS

N15°49'19"W 290.12' DESC

UNDER CONSTRUCTION

NORTHWESTERLY DESC

POINT OF TERMINATION (AND)

N35°51'24"W 1298.70' DESC

N00°28'49"W 2650.58' MEAS

N00°28'49"W 1047.57' DESC

N00°28'49"W 1602.99' MEAS

N00°28'49"W 1602.99' DESC

N00°28'49"W 1047.57' MEAS

N00°28'49"W 1602.99' MEAS

N00°28'49"W 1602.99' DESC

CITY OF OCOEE UTILITY NOTES:

i. ALL IMPROVEMENTS TO BE DEDICATED AND/OR MAINTAINED BY THE CITY SHALL BE IN CONFORMANCE WITH THE CURRENT CITY OF OCOEE ENGINEERING STANDARDS MANUAL, MATERIALS LIST, AND DETAILS. FINAL PLAN APPROVAL DOES NOT PROVIDE EXEMPTION TO THESE REQUIREMENTS.

ii. ANY DEVIATION FROM THE CITY OF OCOEE ENGINEERING STANDARDS MUST BE REQUESTED AND APPROVED IN WRITING PRIOR TO CONSTRUCTION.

iii. THE MOST STRINGENT STANDARDS BETWEEN THE CITY OF OCOEE AND FDEP STANDARDS SHALL BE FOLLOWED FOR ALL PUBLIC UTILITIES.

iv. CONTRACTOR SHALL REFER TO THE CITY OF OCOEE ENGINEERING STANDARDS MANUAL, LAND DEVELOPMENT CODE, APPROVED MATERIALS LIST, AND CITY DETAILS. THE MOST STRINGENT STANDARDS BETWEEN THE CITY OF OCOEE STANDARDS AND STANDARDS SET FORTH IN THESE NOTES SHALL BE FOLLOWED.

v. AS-BUILTS NEED TO BE SUBMITTED TO THE CITY SIGNED AND SEALED IN ACCORDANCE WITH SECTION 3.01.05 OF THE ENGINEERING STANDARDS MANUAL IN THE FOLLOWING FORMATS:
1. ONE PDF COPY
2. ONE CAD COPY DRAWN IN STATE PLANE COORDINATES

ALL WET TAPS SHALL BE SEPARATED BY A MINIMUM OF THREE FEET.

GRAPHIC SCALE
30 0 15 30 60
(IN FEET)
1 inch = 30 ft.

UTILITY LEGEND

- PROPOSED SANITARY MANHOLE
- PROPOSED CLEANOUT
- PROPOSED GATE VALVE
- PROPOSED FIRE HYDRANT
- PROPOSED REDUCER
- PROPOSED BLOWOFF
- PROPOSED WATER METER
- PROPOSED BACKFLOW PREVENTER
- WL WATER LINE
- FL FIRE LINE
- L.F. LINEAR FEET
- EXISTING EASEMENT (DEPICTED ON PLAN)
- PROPOSED EASEMENT (DEPICTED ON PLAN)

KEY NOTES (WATER): #

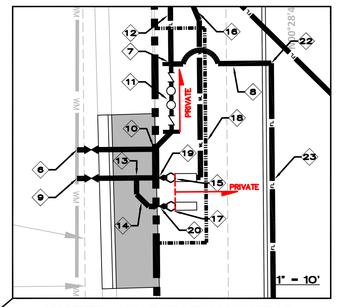
1. EXISTING 12"ø WATER MAIN
2. EXISTING 10"ø WATER MAIN
3. EXISTING 8"ø WATER MAIN
4. EXISTING 6"ø WATER MAIN STUBOUT
5. RELOCATE EXISTING FIRE HYDRANT TO THIS LOCATION (ISOLATE WITH EXISTING UPSTREAM GATE VALVE SHOWN AS KEYNOTE 21) (SEE PLAN SHEET D-1) (INCLUDE 10 LF OF 6"ø DI WATER MAIN AND TWO 45° BENDS)
6. PROPOSED 12"X8" WET TAP (BY CONTRACTOR) WITH 8" GATE VALVE AND 11 LF OF 8"ø DI WATER MAIN (SEE DETAIL, SHEET C-9) (ALL WET TAPS SHALL BE SEPARATED BY A MINIMUM OF 3 FEET)
7. PROPOSED 8" TEE FOR FIRE HYDRANT LINE
8. PROPOSED 14 LF OF 8"ø PVC FIRE LINE (C-900, DR-14, PC-200)
9. PROPOSED 12"X4" WET TAP (BY CONTRACTOR) WITH 4" GATE VALVE AND 10 LF OF 4"ø DI WATER MAIN (SEE DETAIL, SHEET C-9) (ALL WET TAPS SHALL BE SEPARATED BY A MINIMUM OF 3 FEET)
10. PROPOSED 45° BEND AND 3 LF OF 8"ø DI WATER MAIN
11. PROPOSED 8" DDCVA (POINT OF SERVICE AND FDC) (SEE DETAIL, SHEET C-9) (SIZE TO BE CONFIRMED BY FIRE ENGINEER) (SEE SEPARATE FIRE PLANS)
12. PROPOSED 128 LF (TO BUILDING) OF 8"ø PVC FIRE LINE (C-900, DR-14, PC-200) (SIZE TO BE CONFIRMED BY FIRE ENGINEER) (SEE SEPARATE FIRE PLANS)
13. PROPOSED 4"X2" TEE AND 7 LF OF 2"ø PE WATER LINE
14. PROPOSED 45° BENDS (2")
15. PROPOSED 4" DOMESTIC METER (BY CONTRACTOR) w/ 4" RPBFP (BY CONTRACTOR) (SEE DETAIL, SHEET C-9)
16. PROPOSED 151 LF (TO BUILDING) OF 4"ø PVC DOMESTIC SERVICE LINE
17. PROPOSED 1.5" IRRIGATION METER (BY CITY) w/ RPBFP (BY CONTRACTOR) (SEE DETAIL, SHEET C-9)
18. PROPOSED 7'X30' UTILITY EASEMENT
19. PROPOSED 4" GATE VALVE (SEE DETAIL, SHEET C-8)
20. PROPOSED 2" GATE VALVE (SEE DETAIL, SHEET C-8)
21. EXISTING GATE VALVE
22. PROPOSED 90° BEND
23. PROPOSED 60 LF OF 8"ø PVC FIRE LINE (C-900, DR-14, PC-200)
24. PROPOSED FIRE HYDRANT ASSEMBLY (SEE DETAIL, SHEET C-9) (PRIVATE)
25. PROPOSED FIRE DEPARTMENT CONNECTION (FDC) AND 196 LF OF 6"ø PVC FIRE LINE (C-900, DR-14, PC-200) (SIZE TO BE CONFIRMED BY FIRE ENGINEER) (SEE SEPARATE FIRE PLANS)

WATER DEMAND ESTIMATE

118 ROOMS AT 150 GPD/ROOM=17,700 GPD (AVERAGE DAILY FLOW)
45 RESTAURANT SEATS AT 15 GPD/SEAT=675 GPD (AVERAGE DAILY FLOW)
TOTAL AVERAGE DAILY DOMESTIC DEMAND=18,375 GPD
MAX DAY DOMESTIC DEMAND=2x18,375 GPD=36,750 GPD
MAX DAY DOMESTIC DEMAND=25.5 GPM
MAX DAY DOMESTIC DEMAND=25.5 GPM

FIRE FLOW CALCULATIONS

PER NFPA 1, 18.4.5.2.1 (FFPC, 7TH EDITION)	
BUILDING AREA:	79,902 SF
TYPE OF CONSTRUCTION:	II(000), UNPROTECTED, SPRINKLERED
REQUIRED FIRE FLOW DEMAND: (PER TABLE H 5.1)	6,000 GPM
FIRE SPRINKLER SYSTEM PROVIDED? (REDUCE NFF 75% WITH SPRINKLER SYSTEM)	YES
REQUIRED FIRE FLOW DEMAND (ADJUSTED):	1,500 GPM
REQUIRED FIRE FLOW DEMAND:	**1,500 GPM**
NUMBER OF HYDRANTS REQUIRED:	**TWO**
NUMBER OF HYDRANTS PROVIDED:	**TWO (ONE EXISTING AND ONE PROPOSED)**



WATER CONNECTION DETAIL

REV/DATE	BY
12-21-23 AS PER CITY	M.C.
1-25-24 AS PER CITY	M.C.
3-12-24 FINAL SITE PLAN	M.C.
5-28-24 AS PER CITY	M.C.
7-30-24 AS PER CITY	M.C.
4-18-24 AS PER CITY	M.C.
6-5-25 AS PER CITY	M.C.

WATER UTILITY PLAN
FOR
CAMBRIA SUITES AT OCOEE
OCOEE, FLORIDA
926 MAGUIRE ROAD

MITCHELL COLLINS ★ BENSON ★ LICENSE No 24608 ★ STATE OF FLORIDA ★ PROFESSIONAL ENGINEER

THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY MITCH COLLINS, P.E. ON THE DATE ADJACENT TO THE SEAL. PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.

MITCH COLLINS, P.E. # 24608.
STATE OF FLORIDA, C.A.# 29823
DATE

Mitch Collins Engineering, Inc.
801 E Hillcrest Street, Suite 1300 Orlando, FL 32803
407.447.8977
mitch@mitchcollinspe.com

DRAWN BY:	M.C.
CHECKED BY:	M.C.
DATE:	10-25-23
SCALE:	1" = 30'
JOB NO:	223-020
SHEET NO:	C-4 OF C-11

NOTE:
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GRAPHIC SCALE
30 0 15 30 60
(IN FEET)
1 inch = 30 ft.

CITY OF OCOEE UTILITY NOTES:

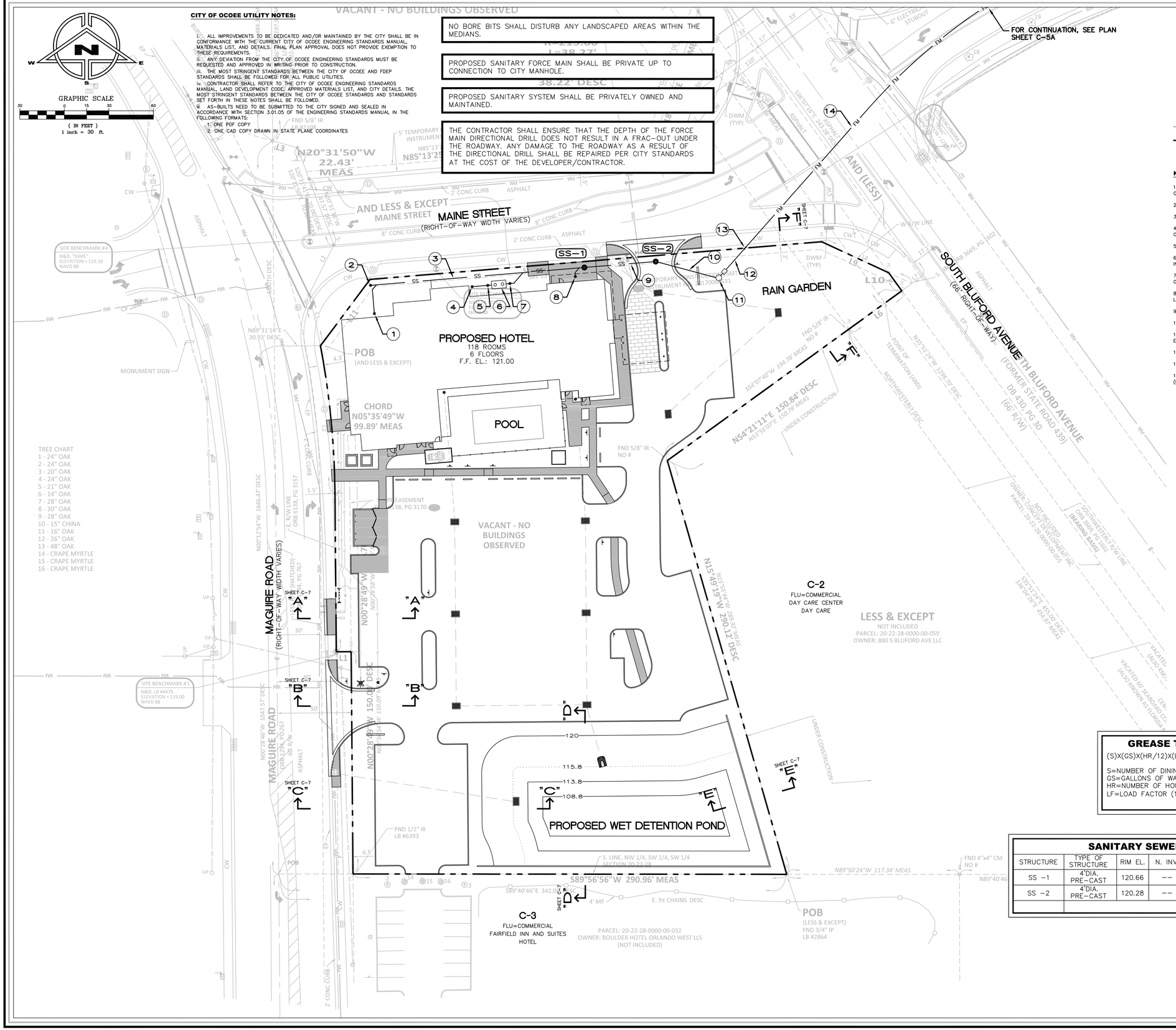
i. ALL IMPROVEMENTS TO BE DEDICATED AND/OR MAINTAINED BY THE CITY SHALL BE IN CONFORMANCE WITH THE CURRENT CITY OF OCOEE ENGINEERING STANDARDS MANUAL, MATERIALS LIST, AND DETAILS. FINAL PLAN APPROVAL DOES NOT PROVIDE EXEMPTION TO THESE REQUIREMENTS.
ii. ANY DEVIATION FROM THE CITY OF OCOEE ENGINEERING STANDARDS MUST BE REQUESTED AND APPROVED IN WRITING PRIOR TO CONSTRUCTION.
iii. THE MOST STRINGENT STANDARDS BETWEEN THE CITY OF OCOEE AND FDEP STANDARDS SHALL BE FOLLOWED FOR ALL PUBLIC UTILITIES.
iv. CONTRACTOR SHALL REFER TO THE CITY OF OCOEE ENGINEERING STANDARDS MANUAL, LAND DEVELOPMENT CODE, APPROVED MATERIALS LIST, AND CITY DETAILS. THE MOST STRINGENT STANDARDS BETWEEN THE CITY OF OCOEE STANDARDS AND STANDARDS SET FORTH IN THESE NOTES SHALL BE FOLLOWED.
v. AS-BUILTS NEED TO BE SUBMITTED TO THE CITY SIGNED AND SEALED IN ACCORDANCE WITH SECTION 3.01.05 OF THE ENGINEERING STANDARDS MANUAL IN THE FOLLOWING FORMATS:
1. ONE PDF COPY
2. ONE CAD COPY DRAWN IN STATE PLANE COORDINATES

NO BORE BITS SHALL DISTURB ANY LANDSCAPED AREAS WITHIN THE MEDIANS.

PROPOSED SANITARY FORCE MAIN SHALL BE PRIVATE UP TO CONNECTION TO CITY MANHOLE.

PROPOSED SANITARY SYSTEM SHALL BE PRIVATELY OWNED AND MAINTAINED.

THE CONTRACTOR SHALL ENSURE THAT THE DEPTH OF THE FORCE MAIN DIRECTIONAL DRILL DOES NOT RESULT IN A FRAC-OUT UNDER THE ROADWAY. ANY DAMAGE TO THE ROADWAY AS A RESULT OF THE DIRECTIONAL DRILL SHALL BE REPAIRED PER CITY STANDARDS AT THE COST OF THE DEVELOPER/CONTRACTOR.



UTILITY LEGEND

SS	SANITARY SEWER
●	PROPOSED SANITARY MANHOLE
* c.o.	PROPOSED CLEANOUT
SS-?	PROPOSED SANITARY STRUCTURE ID
	PROPOSED FIRE HYDRANT
L.F.	LINEAR FEET
	EXISTING EASEMENT (DEPICTED ON PLAN)
	PROPOSED EASEMENT (DEPICTED ON PLAN)

KEY NOTES (SEWER): (#)

1. PROPOSED IN-LINE CLEANOUT AT INV. EL. 116.10 (SEE DETAIL, SHEET C-10) WITH 18 LF OF 6"ø PVC SANITARY LINE AT 1.11% WITH WYE CONNECTION AT DOWNSTREAM END
2. PROPOSED OFF-LINE CLEANOUT AT INV. EL. 115.90 (SEE DETAIL, SHEET C-10)
3. PROPOSED 142 LF OF 6"ø PVC SANITARY LINE AT 1.13%
4. PROPOSED IN-LINE CLEANOUT AT INV. EL. 116.00 (SEE DETAIL, SHEET C-10) AND 13 LF OF 6"ø PVC SANITARY LINE AT 1.15%
5. PROPOSED IN-LINE CLEANOUT AT INV. EL. 115.85 (SEE DETAIL, SHEET C-10)
6. PROPOSED 1,250 GALLON GREASE TRAP (SEE DETAIL, SHEET C-10) (RIM=120.30, INLET INVERT=115.80, OUTLET INVERT=115.50)
7. PROPOSED IN-LINE CLEANOUT AT INV. EL. 115.45 (SEE DETAIL, SHEET C-10) AND 15 LF OF 6"ø PVC SANITARY LINE AT 4.67% WITH WYE CONNECTION AT DOWNSTREAM END
8. PROPOSED IN-LINE CLEANOUT AT INV. EL. 115.00 (SEE DETAIL, SHEET C-10) WITH 10 LF OF 6"ø PVC SANITARY LINE AT 6.70% WITH WYE CONNECTION AT DOWNSTREAM END
9. PROPOSED 44 LF OF 8"ø PVC SANITARY LINE AT 1.41%
10. PROPOSED 40 LF OF 8"ø PVC SANITARY LINE AT 1.20%
11. PROPOSED SANITARY LIFT STATION (TOP ELEVATION=121.50, W. INVERT ELEVATION=113.00) (SEE DETAIL, SHEET C-11)
12. PROPOSED 19 LF OF 3"ø PVC SANITARY FORCE MAIN (SCHEDULE 80) (TO CHECK VALVE)
13. PROPOSED 3" CHECK VALVE AT R/W LINE
14. PROPOSED 1,081 LF OF 3"ø HDPE SANITARY FORCE MAIN (FROM CHECK VALVE) (DIRECTIONAL DRILL) (SEE PLAN SHEETS C-5A AND C-5B FOR FORCE MAIN PLAN/PROFILE)

GREASE TRAP SIZING CALCULATIONS

(S)X(GS)X(HR/12)X(LF) = (45)X(10)X(16/12)X(1.00) = 600 GALLONS

S=NUMBER OF DINING SEATS
GS=GALLONS OF WASTEWATER PER SEAT
HR=NUMBER OF HOURS RESTAURANT IS OPEN
LF=LOAD FACTOR (1.00)

SANITARY SEWER STRUCTURE TABULATION

STRUCTURE	TYPE OF STRUCTURE	RIM EL.	N. INV.	S. INV.	E. INV.	W. INV.	NOTES
SS -1	4'DIA. PRE-CAST	120.66	--	--	114.20	114.30	(SEE DETAIL)
SS -2	4'DIA. PRE-CAST	120.28	--	--	113.48	113.58	(SEE DETAIL)

NOTE:
REPRODUCTION OF THIS PLAN IS INVALID UNLESS CONTAINING ORIGINAL SIGNATURE AND EMBOSSED WITH ENGINEER'S SEAL AS PER CHAPTER 21H.23.002 FLORIDA ADMINISTRATIVE CODE.

REV/DATE	BY
12-21-23 AS PER CITY	M.C.
1-25-24 AS PER CITY	M.C.
3-12-24 FINAL SITE PLAN	M.C.
5-28-24 AS PER CITY	M.C.
7-30-24 AS PER CITY	M.C.
4-18-24 AS PER CITY	M.C.
6-5-25 AS PER CITY	M.C.

SANITARY UTILITY PLAN
FOR
CAMBRIA SUITES AT OCOEE
OCOEE, FLORIDA
926 MAGUIRE ROAD

MITCHELL COLLINS ★ BRONSON ★ LICENSE No 34608 ★ STATE OF FLORIDA ★ PROFESSIONAL ENGINEER

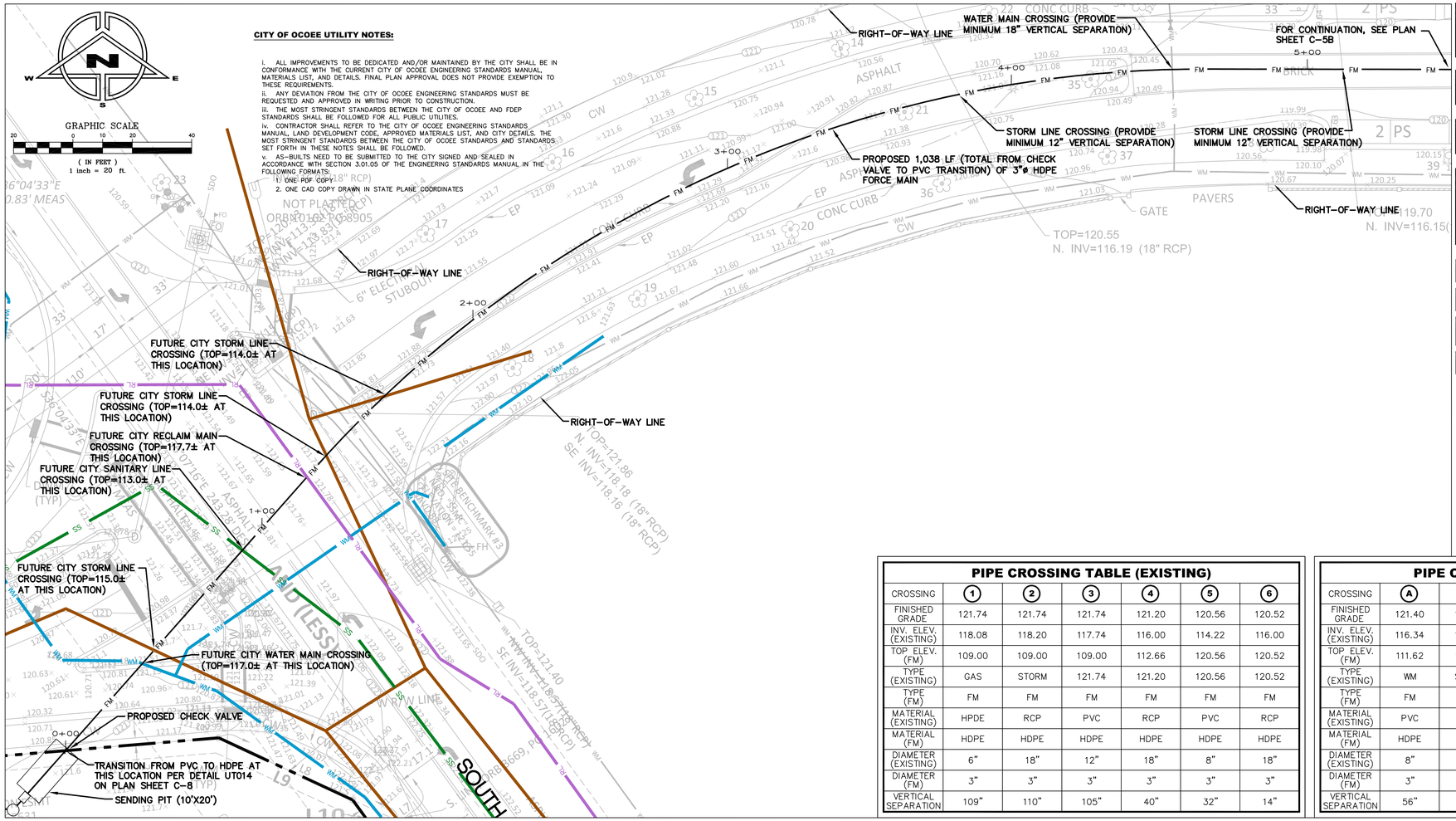
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MITCH COLLINS, P.E.# 34608,
STATE OF FLORIDA, C.A.# 8323

DATE

MITCH COLLINS ENGINEERING, INC.
801 WESTMINSTER PLACE ★ LONGWOOD, FL 32750 ★ 407.767.1557
CA #8323 ★ LB #8323 ★ 407.448.8979
mitch@mitchellcollinspe.com

DRAWN BY:	M.C.
CHECKED BY:	M.C.
DATE:	10-25-23
SCALE:	1" = 30'
JOB NO:	223-020
SHEET NO:	C-5 OF C-11



THE CONTRACTOR WILL FIELD VERIFY ALL ELECTRICAL WIRING AND CONDUITS SUPPLYING THE STREET LIGHTS, AND THAT THEY WILL KEEP A MINIMUM OF THREE FEET BELOW ALL ELECTRICAL WIRE AND CONDUITS.

NO BORE BITS SHALL DISTURB ANY LANDSCAPED AREAS WITHIN THE MEDIANS.

PROPOSED SANITARY FORCE MAIN SHALL BE PRIVATE UP TO CONNECTION TO CITY MANHOLE.

THE CONTRACTOR SHALL ENSURE THAT THE DEPTH OF THE FORCE MAIN DIRECTIONAL DRILL DOES NOT RESULT IN A FRAC-OUT UNDER THE ROADWAY. ANY DAMAGE TO THE ROADWAY AS A RESULT OF THE DIRECTIONAL DRILL SHALL BE REPAIRED PER CITY STANDARDS AT THE COST OF THE DEVELOPER/CONTRACTOR.

A SIGNED/SEALED AS-BUILT SURVEY SHALL BE REQUIRED FOR UNDERGROUND UTILITY WORK, INCLUDING PROPOSED PRESSURE LINES.

PROVIDE MINIMUM 36" COVER FOR ALL PROPOSED UTILITY LINES.

ALL AFFECTED SIDEWALKS, RAMPS AND CROSSWALKS, WILL BE BUILT AND INSPECTED TO MEET CURRENT ADA REQUIREMENTS.

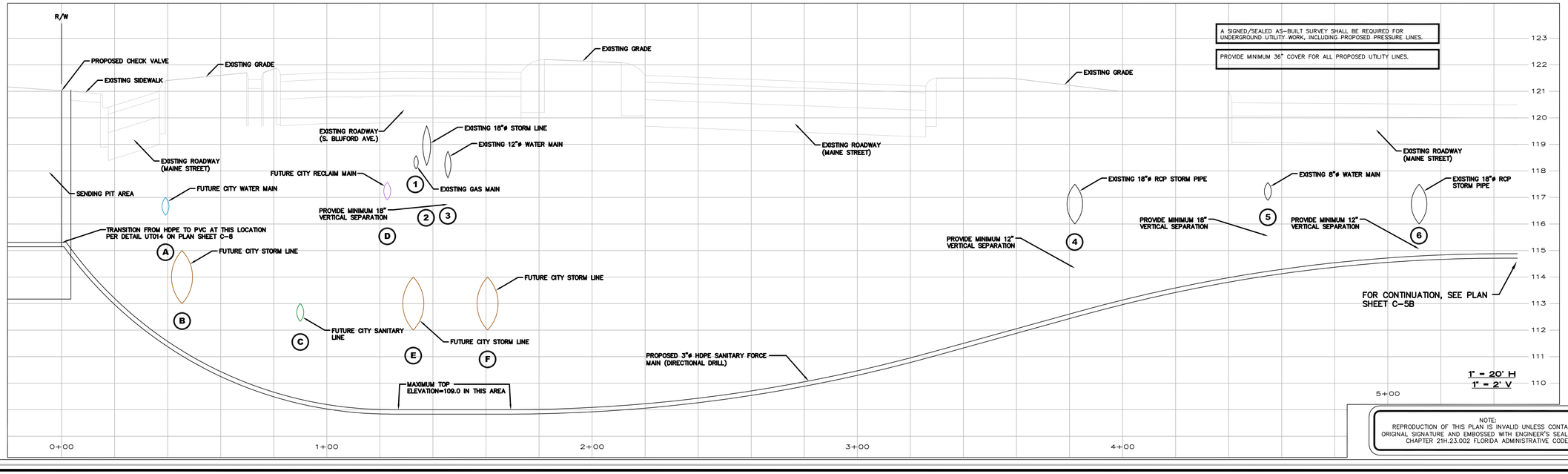
ALL TOPOGRAPHIC INFORMATION IS BASED ON A SURVEY BY ACCURIGHT SURVEYS OF ORLANDO, INC., DATED 1-4-2024, USING DATUM 1988 (NAVD).

PIPE CROSSING TABLE (EXISTING)

CROSSING	1	2	3	4	5	6
FINISHED GRADE	121.74	121.74	121.74	121.20	120.56	120.52
INV. ELEV. (EXISTING)	118.08	118.20	117.74	116.00	114.22	116.00
TOP ELEV. (FM)	109.00	109.00	109.00	112.66	120.56	120.52
TYPE (EXISTING)	GAS	STORM	121.74	121.20	120.56	120.52
TYPE (FM)	FM	FM	FM	FM	FM	FM
MATERIAL (EXISTING)	HPDE	RCP	PVC	RCP	PVC	RCP
MATERIAL (FM)	HDPE	HDPE	HDPE	HDPE	HDPE	HDPE
DIAMETER (EXISTING)	6"	18"	12"	18"	8"	18"
DIAMETER (FM)	3"	3"	3"	3"	3"	3"
VERTICAL SEPARATION	109"	110"	105"	40"	32"	14"

PIPE CROSSING TABLE (FUTURE)

CROSSING	A	B	C	D	E	F
FINISHED GRADE	121.40	121.46	121.66	121.74	121.74	121.72
INV. ELEV. (EXISTING)	116.34	113.00	112.34	116.90	112.00	112.00
TOP ELEV. (FM)	111.62	111.22	109.38	109.00	109.00	109.00
TYPE (EXISTING)	WM	STORM	SANITARY	RECLAIM	STORM	STORM
TYPE (FM)	FM	FM	FM	FM	FM	FM
MATERIAL (EXISTING)	PVC	RCP	PVC	PVC	RCP	RCP
MATERIAL (FM)	HDPE	HDPE	HDPE	HDPE	HDPE	HDPE
DIAMETER (EXISTING)	8"	24"	8"	6"	24"	24"
DIAMETER (FM)	3"	3"	3"	3"	3"	3"
VERTICAL SEPARATION	56"	21"	35"	95"	120.56	120.52



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REV/DATE	BY
3-12-24 FINAL SITE PLAN	M.C.
5-28-24 AS PER CITY	M.C.
7-30-24 AS PER CITY	M.C.
4-18-24 AS PER CITY	M.C.
--	--
--	--

FORCE MAIN PLAN/PROFILE
FOR
CAMBRIA SUITES AT OCOEE
OCOEE, FLORIDA
926 MAGUIRE ROAD

MITCHELL COLLINS * LICENSE No 54608 * STATE OF FLORIDA * PROFESSIONAL ENGINEER

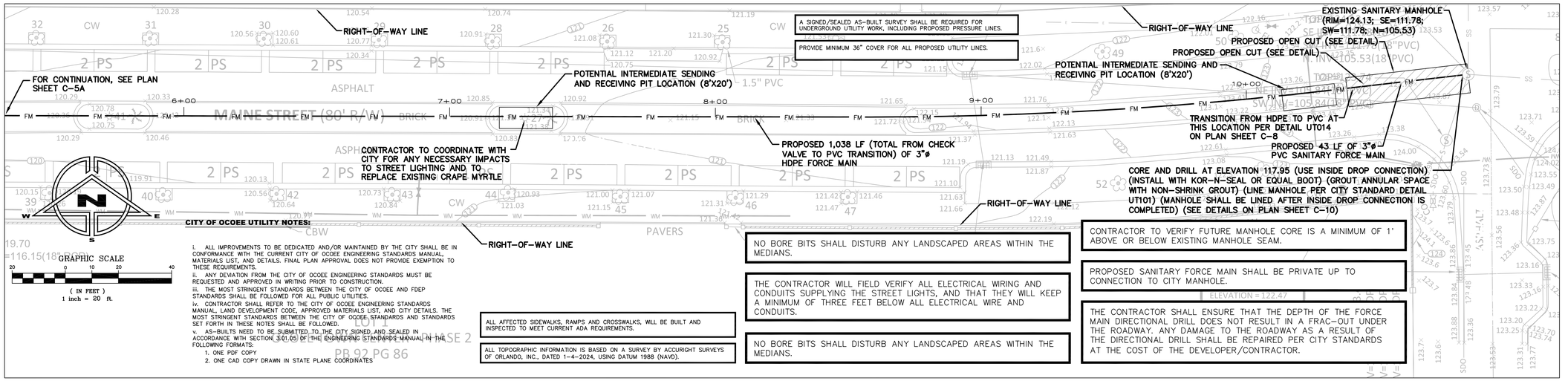
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MITCH COLLINS, P.E. # 54608
STATE OF FLORIDA, C.A.# 8523

DATE

mitchcollinsengineering, PLLC
801 cresthaven circle | ph 407.505.8537
winter park, fl. 32792 | fax 407.448.8979
mitch@mitchcollinsengineering.com

DRAWN BY:	M.C.
CHECKED BY:	M.C.
DATE:	10-25-23
SCALE:	AS SHOWN
JOB NO:	223-020
SHEET NO:	C-5A OF C-11



CITY OF OCOEE UTILITY NOTES:

i. ALL IMPROVEMENTS TO BE DEDICATED AND/OR MAINTAINED BY THE CITY SHALL BE IN CONFORMANCE WITH THE CURRENT CITY OF OCOEE ENGINEERING STANDARDS MANUAL, MATERIALS LIST, AND DETAILS. FINAL PLAN APPROVAL DOES NOT PROVIDE EXEMPTION TO THESE REQUIREMENTS.

ii. ANY DEVIATION FROM THE CITY OF OCOEE ENGINEERING STANDARDS MUST BE REQUESTED AND APPROVED IN WRITING PRIOR TO CONSTRUCTION.

iii. THE MOST STRINGENT STANDARDS BETWEEN THE CITY OF OCOEE AND FDEP STANDARDS SHALL BE FOLLOWED FOR ALL PUBLIC UTILITIES.

iv. CONTRACTOR SHALL REFER TO THE CITY OF OCOEE ENGINEERING STANDARDS MANUAL, LAND DEVELOPMENT CODE, APPROVED MATERIALS LIST, AND CITY DETAILS. THE MOST STRINGENT STANDARDS BETWEEN THE CITY OF OCOEE STANDARDS AND STANDARDS SET FORTH IN THESE NOTES SHALL BE FOLLOWED.

v. AS-BUILTS NEED TO BE SUBMITTED TO THE CITY SIGNED AND SEALED IN ACCORDANCE WITH SECTION 3.01.05 OF THE ENGINEERING STANDARDS MANUAL IN THE FOLLOWING FORMATS:

1. ONE PDF COPY
2. ONE CAD COPY DRAWN IN STATE PLANE COORDINATES

ALL AFFECTED SIDEWALKS, RAMPS AND CROSSWALKS, WILL BE BUILT AND INSPECTED TO MEET CURRENT ADA REQUIREMENTS.

ALL TOPOGRAPHIC INFORMATION IS BASED ON A SURVEY BY ACCURIGHT SURVEYS OF ORLANDO, INC., DATED 1-4-2024, USING DATUM 1988 (NAVD).

NO BORE BITS SHALL DISTURB ANY LANDSCAPED AREAS WITHIN THE MEDIANS.

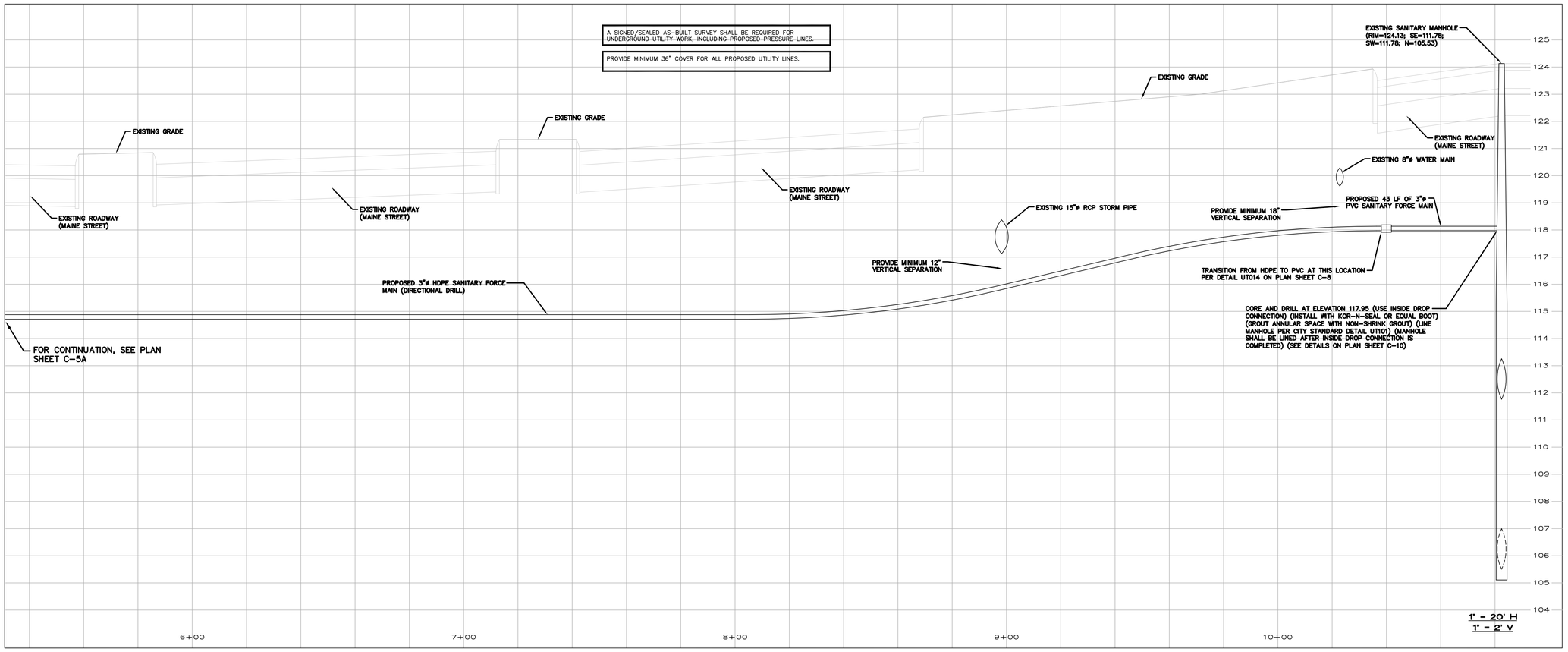
THE CONTRACTOR WILL FIELD VERIFY ALL ELECTRICAL WIRING AND CONDUITS SUPPLYING THE STREET LIGHTS, AND THAT THEY WILL KEEP A MINIMUM OF THREE FEET BELOW ALL ELECTRICAL WIRE AND CONDUITS.

NO BORE BITS SHALL DISTURB ANY LANDSCAPED AREAS WITHIN THE MEDIANS.

CONTRACTOR TO VERIFY FUTURE MANHOLE CORE IS A MINIMUM OF 1' ABOVE OR BELOW EXISTING MANHOLE SEAM.

PROPOSED SANITARY FORCE MAIN SHALL BE PRIVATE UP TO CONNECTION TO CITY MANHOLE.

THE CONTRACTOR SHALL ENSURE THAT THE DEPTH OF THE FORCE MAIN DIRECTIONAL DRILL DOES NOT RESULT IN A FRAC-OUT UNDER THE ROADWAY. ANY DAMAGE TO THE ROADWAY AS A RESULT OF THE DIRECTIONAL DRILL SHALL BE REPAIRED PER CITY STANDARDS AT THE COST OF THE DEVELOPER/CONTRACTOR.



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REV/DATE	BY
1-25-24 AS PER CITY	M.C.
3-12-24 FINAL SITE PLAN	M.C.
5-28-24 AS PER CITY	M.C.
7-30-24 AS PER CITY	M.C.
4-18-24 AS PER CITY	M.C.

FORCE MAIN PLAN/PROFILE
FOR
CAMBRIA SUITES AT OCOEE
OCOEE, FLORIDA

926 MAGUIRE ROAD

MITCHELL COLLINS * LICENSE No 94608 * STATE OF FLORIDA * PROFESSIONAL ENGINEER

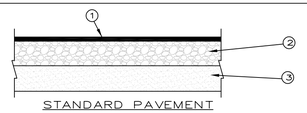
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MITCH COLLINS, P.E. # 94608
STATE OF FLORIDA, C.A. # 9523

DATE

MITCH COLLINS ENGINEERING, INC.
801 EAST HIGHLAND STREET (407) 448-1979
WINTER PARK, FLORIDA 32789 mitch@MitchEng.com

DRAWN BY:	M.C.
CHECKED BY:	M.C.
DATE:	10-25-23
SCALE:	AS SHOWN
JOB NO:	223-020
SHEET NO:	C-5B OF C-11

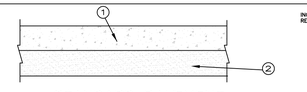


STANDARD PAVEMENT

1. 1.5" F.D.O.T. TYPE SP-9.5 ASPHALT CONC.
2. 6" LIMEROCK (LBR=100) COMPACTED TO 98% OF THE MODIFIED PROCTOR MAX. DENSITY (ASTM D-1557)
3. 12" STABILIZED SUB-BASE (LBR=40) COMPACTED TO 98% OF THE MODIFIED PROCTOR MAX. DENSITY (ASTM D-1557) PRE FDOT TYPE B OR C STABILIZED SUBGRADE SPEC.

ON-SITE PAVEMENT DETAIL (KEYNOTE #1, SHEET C-1)

N.T.S. (FOR ASPHALT SURFACE) D-130

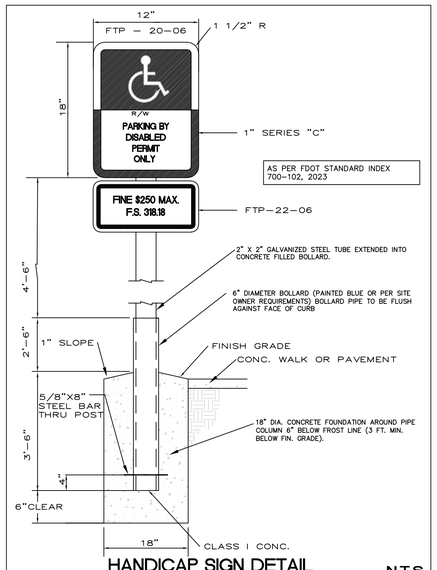


STANDARD PAVEMENT

1. 8" PORTLAND CEMENT (6x6 10/10 WWF) DESIGNED AND CONSTRUCTED IN ACCORDANCE WITH CURRENT PORTLAND CEMENT ASSOCIATION RECOMMENDED METHODS WITH A MINIMUM COMPRESSIVE STRENGTH OF 4,000 PSI. PROVIDE CONTRACTION JOINTS AT A MAXIMUM SPACING OF 12 FEET.
2. 12" SUBGRADE CONSISTING OF FREE DRAINING NATURAL FINE SAND OR FINE SAND FILL. SUBGRADE (LBR=40) TO BE COMPACTED TO A MINIMUM DENSITY OF 98% OF THE MODIFIED PROCTOR MAXIMUM DENSITY (ASTM D-1557).

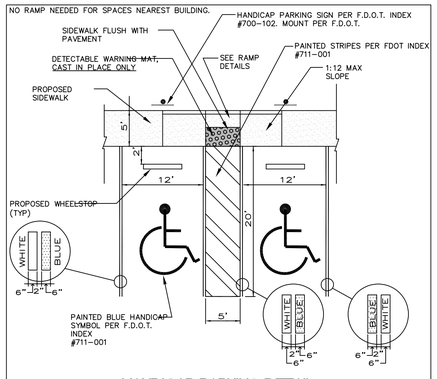
ON-SITE PAVEMENT DETAIL (KEYNOTE #16, SHEET C-1)

N.T.S. (FOR CONCRETE SURFACE) D-130



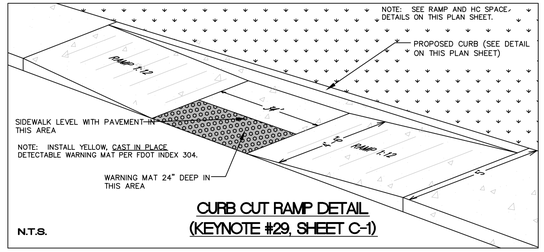
HANDICAP SIGN DETAIL (KEYNOTE #8, SHEET C-1)

N.T.S. D-118



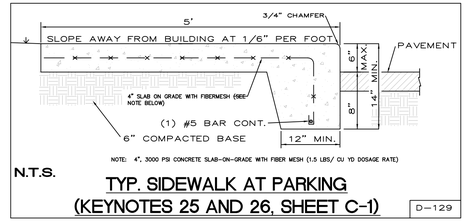
HANDICAP PARKING DETAIL (KEYNOTE #7, SHEET C-1)

N.T.S. D-117



N.T.S.

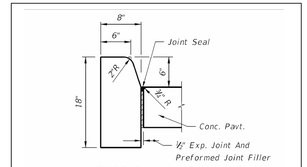
CURB CUT RAMP DETAIL (KEYNOTE #29, SHEET C-1)



N.T.S.

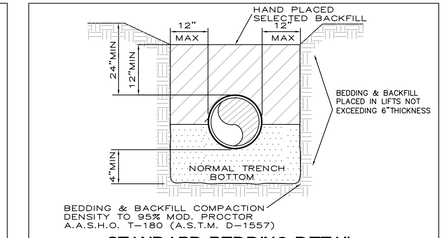
TYP. SIDEWALK AT PARKING (KEYNOTES 25 AND 26, SHEET C-1)

D-129



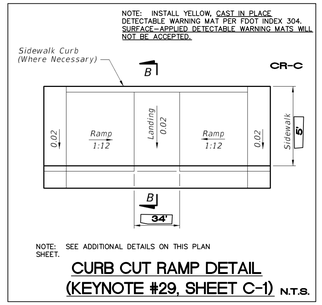
F.D.O.T. TYPE "D" CURB (KEYNOTE #2, SHEET C-1)

N.T.S.

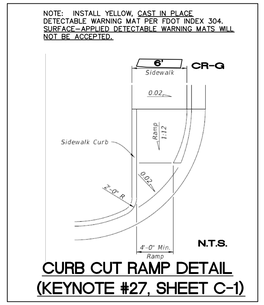


STANDARD BEDDING DETAIL

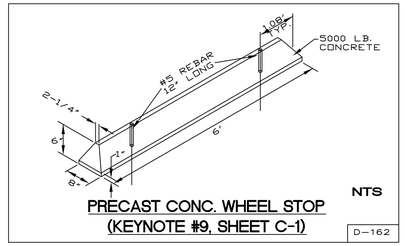
N.T.S. FOR STORM SEWER PIPE ALL BEDDING IN COMPLIANCE WITH (A.S.T.M. D 2321-74) D-103



CURB CUT RAMP DETAIL (KEYNOTE #29, SHEET C-1) N.T.S.



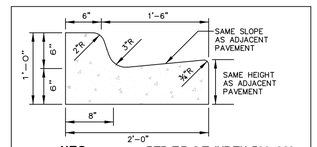
CURB CUT RAMP DETAIL (KEYNOTE #27, SHEET C-1)



NTS

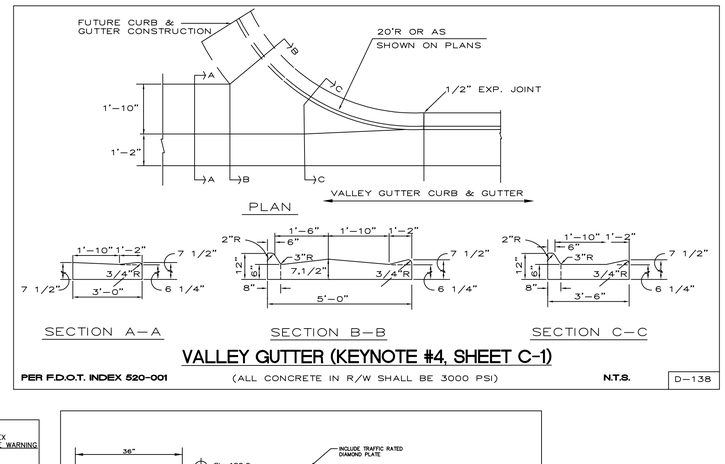
PRECAST CONC. WHEEL STOP (KEYNOTE #9, SHEET C-1)

D-162



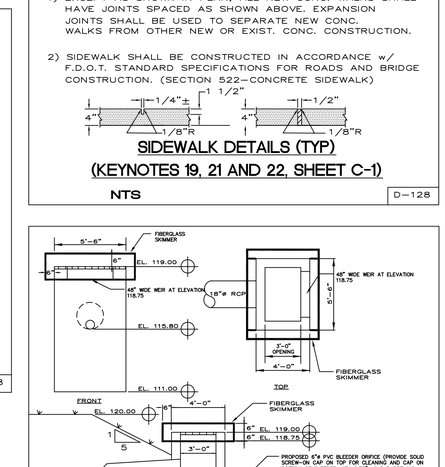
N.T.S. PER F.D.O.T. INDEX 520-001

FDOT TYPE "F" CURB AND GUTTER (KEYNOTE 3, SHEET C-1)



VALLEY GUTTER (KEYNOTE #4, SHEET C-1)

PER F.D.O.T. INDEX 520-001 (ALL CONCRETE IN R/W SHALL BE 3000 PSI) N.T.S. D-138



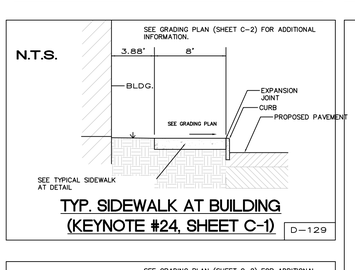
E= EXPANSION JOINT
D= DUMMY JOINT
CONCRETE STRENGTH = 2500 PSI (MIN) CLASS I

NOTES:

1) EXCEPT AS SHOWN IN PLAN, ALL NEW CONC. WALKS SHALL HAVE JOINTS SPACED AS SHOWN ABOVE. EXPANSION JOINTS SHALL BE USED TO SEPARATE NEW CONC. WALKS FROM OTHER NEW OR EXIST. CONC. CONSTRUCTION.
2) SIDEWALK SHALL BE CONSTRUCTED IN ACCORDANCE w/ F.D.O.T. STANDARD SPECIFICATIONS FOR ROADS AND BRIDGE CONSTRUCTION. (SECTION 522-CONCRETE SIDEWALK)

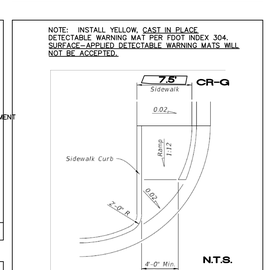
SIDEWALK DETAILS (TYP) (KEYNOTES 19, 21 AND 22, SHEET C-1)

NTS D-128

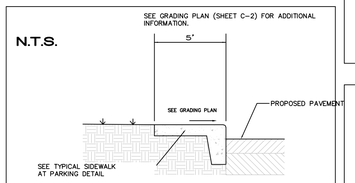


TYP. SIDEWALK AT BUILDING (KEYNOTE #24, SHEET C-1)

D-129

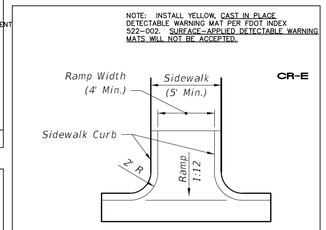


CURB CUT RAMP DETAIL (KEYNOTE #28, SHEET C-1)



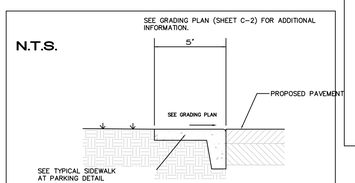
TYP. SIDEWALK ADJACENT TO PARKING (KEYNOTE #25, SHEET C-1)

D-129



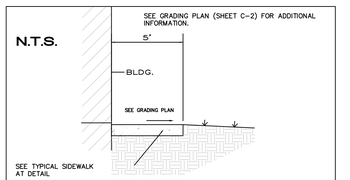
CURB CUT RAMP DETAIL (KEYNOTE #30, SHEET C-1)

N.T.S.



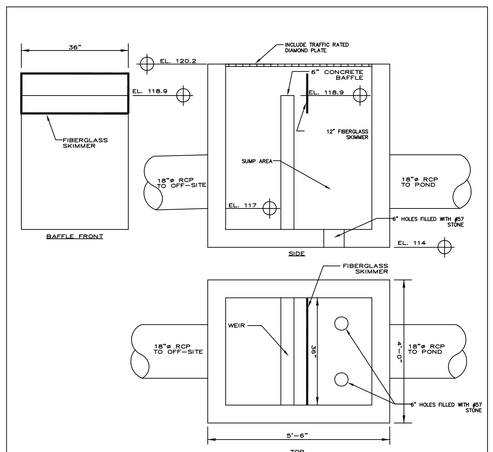
TYP. SIDEWALK ADJACENT TO PARKING (KEYNOTE #26, SHEET C-1)

D-129



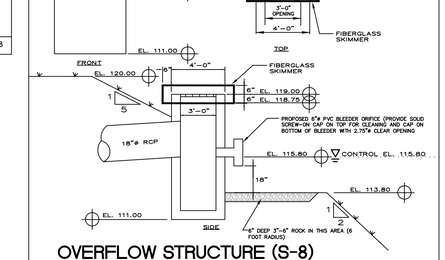
TYP. SIDEWALK AT BUILDING (KEYNOTE #39, SHEET C-1)

D-129



OVERFLOW STRUCTURE (STRUCTURE S-9)

N.T.S. (MODIFIED FDOT TYPE "E" INLET) PER F.D.O.T. INDEX 425-052



OVERFLOW STRUCTURE (S-8)

N.T.S. (MODIFIED FDOT TYPE "E" INLET) PER F.D.O.T. INDEX 425-052

NOTE:
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REV/DATE	BY
5-28-24 AS PER CITY	M.C.
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DETAILS AND NOTES FOR CAMBRIA SUITES AT OCOEE

926 MAGUIRE ROAD OCOEE, FLORIDA

MITCHELL COLLINS LICENSE No 34608 STATE OF FLORIDA BENSON PROFESSIONAL ENGINEER

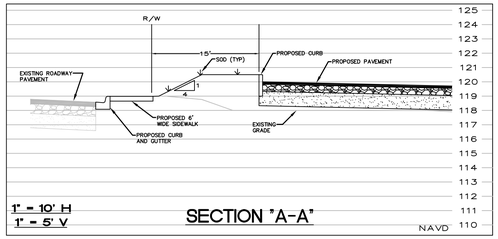
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MITCH COLLINS, P.E. # 34608, STATE OF FLORIDA, C.A.# 29253

DATE

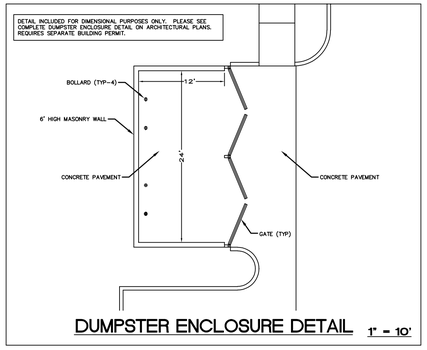
MITCH COLLINS ENGINEERING, INC.
801 CRESTVIEW POINT | P: 407.909.9357
Oviedo, FL 32765 | F: 407.449.9979
mitch@mitchellpe.com

DRAWN BY:	M.C.
CHECKED BY:	M.C.
DATE:	10-25-23
SCALE:	N.T.S.
JOB NO:	223-020
SHEET NO:	C-6 OF C-11

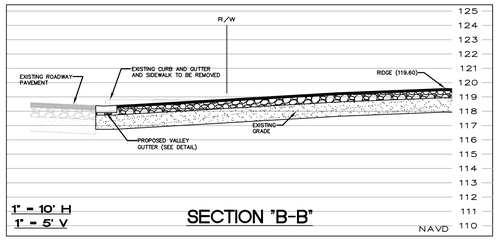


1" = 10' H
1" = 5' V

SECTION "A-A"

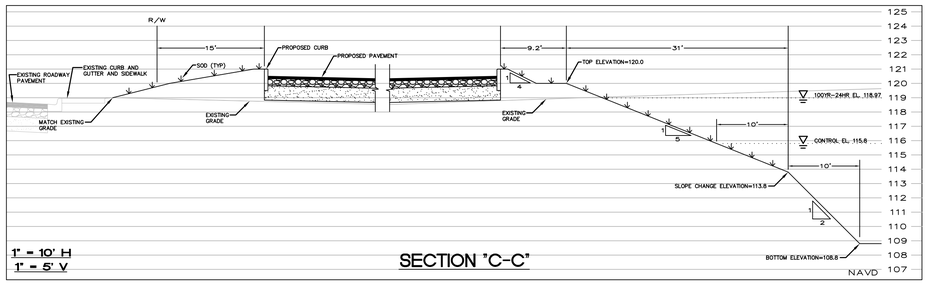


DUMPSTER ENCLOSURE DETAIL 1" = 10'



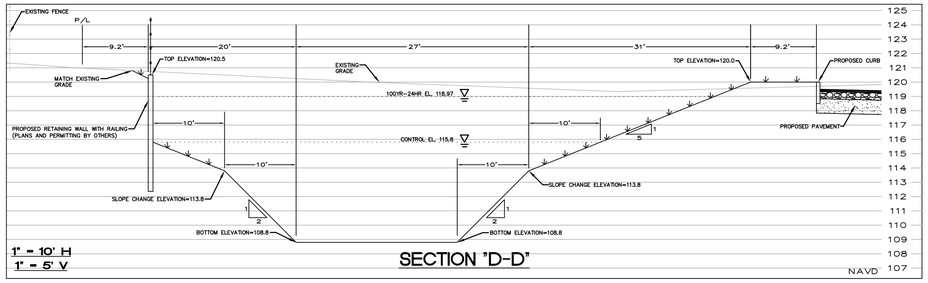
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1" = 5' V

SECTION "B-B"



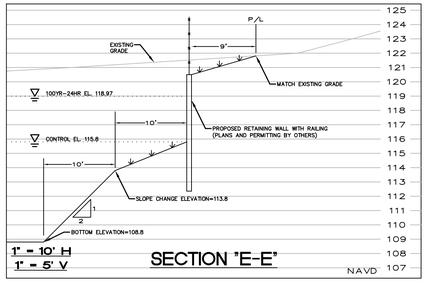
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1" = 5' V

SECTION "C-C"



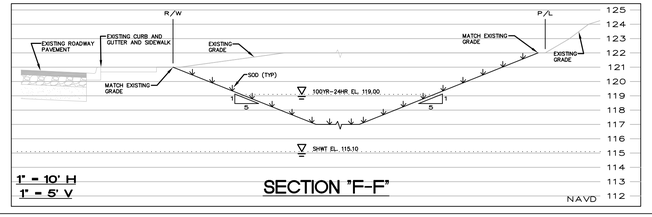
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1" = 5' V

SECTION "D-D"



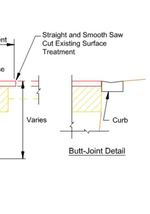
1" = 10' H
1" = 5' V

SECTION "E-E"



1" = 10' H
1" = 5' V

SECTION "F-F"



Typical Cross Section

Butt-Joint Detail

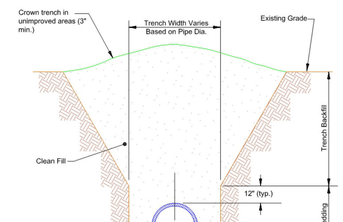
Stage Compactions:

1. Backfilling of trench shall be in six inch (6") maximum lifts.
2. Stage 1: Backfilling trench in Stage 1 shall use proper mechanical equipment to insure proper compaction throughout, including pipe haunches.
3. Stage 2: Backfilling trench in Stage 2 shall be to bottom of sub-grade.

NOTES:

1. All work and material for the Flexible Pavement Reconstruction shall be in accordance with the most current City of Ocoee - Engineering Standards Manual (available at OCOEE.ORG).
2. Any conflict between ESM specification and this sheet's specifications shall be resolved by the more stringent requirement.
3. Replacement asphalt shall match the existing structural and friction courses for type and thickness in accordance with requirements as set forth by the ESM.
4. Replacement asphalt shall be installed the to the full width of the travel lane.
5. Backfill and base material shall be clean and homogenous compacted to 98% of the maximum density per AASHTO T-180. Tack shall be added to the new base material prior to installing the replacement asphalt.
6. Base course shall be prepared in 6" lifts maximum, and thoroughly compacted.
7. Where trench line abuts existing curb(s), construct clean butt joint with curb. In the event curb is undermined and/or compromised, curb shall be replaced.

DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
PW002	Open Cut Flexible Pavement Replacement
DATE: July 2022	SCALE: N/A



*a See Note 3

NOTES:

1. Pipe bedding material and trench backfill shall be select common (clean) fill compacted to 95% (98% in roadway) of the maximum density as per AASHTO T-180.
2. Contractor shall install crushed rock (or equivalent bedding material) where pipe bedding does not provide solid support (yielding or plastic). Depth of material shall be a minimum of 6", or as needed, to provide non-yielding support for the pipe. All unsuitable material shall be removed from pipe bedding unless special provisions are approved by the City.
3. Excavated trench width at pipe haunch shall be sufficient in size for haunch compaction, but shall be no greater than 15" on each side of pipe for pipes less than 24" in diameter (24" for pipes 24" in diameter or greater.)
4. Water shall not be permitted in trench line during construction.
5. Pipe line shall be installed with bell fitting facing upgrade.
6. Gravity sewer shall have a 6" minimum rock bed.

DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
UT001	Pipe Bedding and Trench
DATE: September 2019	SCALE: N/A

PVC/HDPE Restraint Table

Minimum Length (FT) to be Restrained on each side of Fitting(s)

Fittings	Pipe Size						
	4"	6"	8"	10"	12"	16"	20"
90° Bend	18	24	32	38	44	55	74
45° Bend	10	10	13	16	18	23	31
22 1/2° Bend	10	10	10	10	10	11	15
11 1/4° Bend	10	10	10	10	10	10	10
Plug or Branch of Tee	30	47	64	81	98	133	167

NOTES:

1. The restraint values as indicated by the "Restraint Table" are minimum values. Design engineer shall be responsible for confirming field conditions, and make adjustments accordingly.
2. All fittings shall have restrained joints unless otherwise indicated.
3. No restraints required if continuous pipe length to fitting is greater than value provided in "Restraint Table" above.
4. Where two or more fittings are laid in-line, use greatest restraint length for coverage.
5. For in-line valves and through run of tees: outside limits of restrained joints from other fittings need not be restrained unless otherwise indicated.
6. Lengths shown in the table have been calculated in accordance with the procedures outlined in "Thrust Restraint Design for Ductile Iron Pipe" as published by DIPRA, with the following assumptions:

   Working Pressure: 150 PSI
   Soil Designation: SM (Silty Sand, Sand-Silt Mix.)
   Laying Conditions: 5

7. For pipe sizes not included in the Restraint Table or pipe material not adhering to given conditions, design engineer shall determine and specify pipe lengths which shall be approved by the City.

DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
UT004	PVC/HDPE Pipe Restraint Table
DATE: April 2019	SCALE: N/A

D.I.P. Restraint Table

Minimum Length (FT) to be Restrained on Each Side of Fitting(s)

Fittings	Pipe Size					
	4"	6"	8"	10"	12"	16"
90° Bend	15	21	27	32	37	47
45° Bend	7	5	11	13	16	20
22 1/2° Bend	5	5	6	7	8	10
11 1/4° Bend	5	5	5	5	5	6
Plug or Branch of Tee	30	47	64	81	98	133

NOTES:

1. The restraint values as indicated by the "Restraint Table" are minimum values.Design engineer shall be responsible for confirming field conditions, and make adjustments accordingly.
2. All fittings shall have restrained joints unless otherwise indicated.
3. No restraints required if continuous pipe length is greater than value provided in "Restraint Table" above.
4. Where two or more fittings are laid in-line, use greatest restraint length for coverage.
5. For in-line valves and through run of tees: outside limits of restrained joints from other fittings need not be restrained unless otherwise indicated.
6. Lengths shown in the table have been calculated in accordance with the procedures outlined in "Thrust Restraint Design for Ductile Iron Pipe" as published by DIPRA, with the following assumptions:

   Working Pressure: 150 PSI
   Soil Designation: SM (Silty Sand, Sand-Silt Mix.)
   Laying Conditions: 5

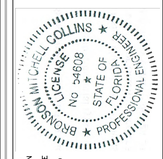
7. For pipe encased in polyethylene, use values given in parentheses or increase the given value by 150%.
8. For pipe sizes not included in the Restraint Table or pipe material not adhering to given conditions, design engineer shall determine and specify pipe lengths which shall be approved by the City.

DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
UT005	Ductile Iron Pipe Restraint Table
DATE: April 2019	SCALE: N/A

NOTE:
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REV/DATE	BY
5-28-24 AS PER CITY	M.C.
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DETAILS AND NOTES
FOR
CAMBRIA SUITES AT OCOEE
OCOEE, FLORIDA
926 MAGUIRE ROAD



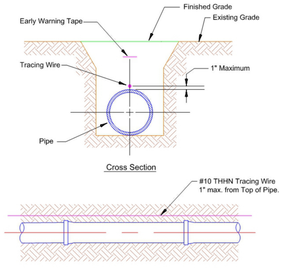
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MITCH COLLINS, P.E. # 94608
STATE OF FLORIDA, C.A.# 29323

DATE

MITCH COLLINS ENGINEERING, INC.
801 CRESCENT CENTRE DR. | SUITE 250 | LAKE MARY, FL 32746
407.333.9337 | 407.448.9977
mitch@mitchellpe.com

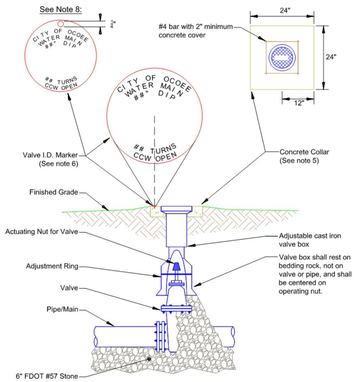
DRAWN BY:	M.C.
CHECKED BY:	M.C.
DATE:	10-25-23
SCALE:	N.T.S.
JOB NO:	223-020
SHEET NO:	C-7 OF C-11



NOTES:

1. All pipe shall include the installation of #10 THHN copper tracing wire capable of detection by cable locating equipment.
2. Tracing wire shall be buried directly above the transverse centerline of the pipe.
3. End(s) of the locating wire shall be such that wire can be accessed by locating equipment assessing the wire in a valve vault or blow-off box. Wire is required to extend 12" minimum above finished grade.
4. Unless approved by the City, early warning tape indicating the type of pipe shall be required.
5. All directional drill pipe shall have locating wire attached to the top of pipe and shall remain on the top of the pipe during installation.
6. All service lines shall have locating wire placed on the pipe as described in City of Ocoee detail UT206 "Utility Service Connection"
7. All wire splices shall be completed with twist-on type wire nuts with gel or grease filled moisture seal.
8. All tracing wire installation shall be tested and verified for continuity by the contractor prior to final acceptance

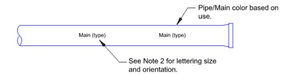
DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
UT010	Pipe Locating Wire
DATE: April 2019	SCALE: N/A



NOTES:

1. PVC extensions shall not be used on valve box.
2. The actuating nut for valves shall be no deeper than 24" from ultimate finished grade.
3. Valve assembly shall include center spacing guide from the City's Approved Materials List.
4. Where valve nut is more than 36" below grade, valve assembly shall include an extension from the City's Approved Materials List.
5. Valve collar shall be 24" x 24" x 6" square pad and concrete for collar shall be fc' of 3,000 psi minimum @ 28 days for non-pavement areas.
6. Valve Marker shall be from the City's Approved Materials List and shall include "City of Ocoee", main type, size, material, turns to open or close valve, and direction of rotation.
7. Valve Box shall not be located in pavement, sidewalk, or driveway unless approved by the City. If approved, Contractor/Developer shall reach out to the Utilities Department on the location of the Valve Tags.
8. For Valve Box approved in pavement, a disk valve marker shall hang in the valve box anchored to the locating wire.

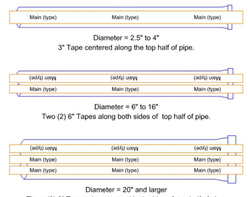
DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
UT009	Valve Box and Cover
DATE: June 2021	SCALE: N/A



PIPE LETTERING NOTES:

1. Lettering shall be per the American Water Works Association.
2. Lettering shall be a minimum of 3/4" in height and shall be be facing up when the pipe is installed.
3. Lettering must be permanently imbedded into the pipe/main, not painted or stenciled.
4. Lettering shall be of contrasting color to pipe/main color.

Pipe Marking (Lettering)
N.T.S.

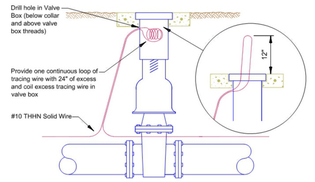


Warning Tape
N.T.S.

WARNING TAPE NOTES:

1. Tape color shall be in accordance with (same) as main/pipe color.
2. Tape lettering shall be at least 1" in height with no greater than 12" in spacing.
3. Warning tape shall extend total length of pipe.

DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
UT011	Pipe Identification & Warning Tape
DATE: April 2019	SCALE: N/A



NOTES:

1. All pipe shall be installed with # 10 THHN solid copper tracing wire. Tracing wire must be installed directly above the pipe in a continuous circuit.
2. Tracing wire shall cover all main, pipe, branches (including fire hydrants) and service connections.
3. Tracing wire shall extend a minimum of 12" above grade at required intervals and/or valve lids.
4. Tracing wire shall be coiled and placed in a valve box and shall be easily accessible.
5. At dead ends of mains, pipe, and/or service, the tracing wire shall be placed in a properly identified cast iron valve box (Valve Box and Cover Detail UT009).

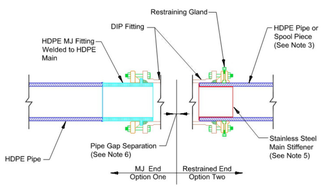
DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
UT012	Tracing Wire Location
DATE: April 2019	SCALE: N/A

Pipes/Mains Separation Requirement Table (See Note 11 for Structural)									
	Potable		Reclaimed		Sanitary Sewer		Storm Sewer		Structural
	Horiz.	Vert.	Horiz.	Vert.	Horiz.	Vert.	Horiz.	Vert.	Horiz.
Potable			3'	12"	10'	18"	3'	18"	10'
Reclaimed	3'	12"			3'	12"	3'	12"	10'
Sanitary Sewer	10'	18"	3'	12"			3'	12"	10'
Storm Sewer	3'	18"	3'	12"	3'	12"			10'
Joint Spacing Requirement Table (See Note 2)									
	Potable		Reclaimed		Sanitary Sewer		Storm Sewer		
Potable			3'		6'		3'		

NOTES:

1. The table above represents the minimum separation requirements as described in the City's Engineering Standards Manual. The most stringent requirements between the City's Standards and the guidelines set forth in the Florida Administrative Code 62-555.314 (F.A.C). shall apply between newly proposed utility lines and existing or proposed utility lines.
2. Joint spacing shall be based on one full length water main pipe centered above or below other pipes. The joint shall be no less than the required distance from the center of the crossing of the two pipes. (The water pipe shall be above the other pipe unless otherwise approved by the City.)
3. Where the City's minimum vertical and horizontal separation from potable water cannot be achieved from the outside of the potable water pipe and the outside of the other pipe/main, preferred separation in accordance with F.D.E.P. rules of the Florida Administrative Code 62-555.314 (F.A.C.) and 62-604.400 (F.A.C.) may be allowed upon approval by the City's Utilities Department.
   a. If it is not technically feasible or economically sensible to comply with the requirements set forth in 62-555.314 (F.A.C.), technical or economic justification for each exception must be submitted to F.D.E.P. with alternative construction features. Proof of F.D.E.P.'s approval for exceptions shall be submitted to the City.
4. For the purpose of this table, reclaimed water shall mean unrestricted public access reuse water as defined by F.A.C. 62-610. Other types of reclaimed water, not treated to public contact levels, shall be considered raw sewage, and the separation list for sanitary sewer shall apply.
5. Alternative water, such as storm water used for irrigation, shall be considered reclaimed water for separation requirements.
6. Pipe separation distance provided above shall mean the horizontal and/or vertical distance measured for the outside dimension of each pipe/main.
7. All Sanitary and Storm Structures shall follow separation requirements above.
8. Potable water pipes shall be laid above all pipes conveying raw sewage whenever they cross.
9. All utilities shall be installed with 36" of cover over the top of pipe. Cover shall be measured with current or future grading to ensure the 36" coverage.
10. No potable water pipe may pass through a sanitary sewer structure. Penetration through storm sewer must be approved by the City and is subject to special conditions and materials.
11. Structural shall refer to foundations, walls, etc. Additional separation shall be required by the City for construction of, including, but not limited to: live loads, multi-story commercial buildings, superstructures, embankments, retaining walls, bridges, railroads, high voltage transmission mains, gas mains, etc.

DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
UT013	Pipe Separation Requirement Table
DATE: November 2022	SCALE: N/A

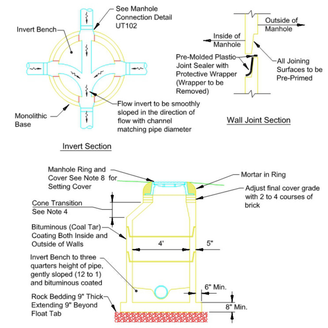


Section View

NOTES:

1. The detail shall be used when connecting directional drilled sections of mains together using valves, sleeves, fittings or appurtenances.
2. This detail is limited to the use of 4" to 12" mains.
3. In cases where directional drill main must be offset by direct bury of a portion of the main, contractor may elect to use a Restrained End for both connections.
4. A stainless steel stiffener is required on Restrained End of connection when HDPE is used.
5. Spool piece for fittings or around main offsets may use alternative approved main material. Payment (if applicable) for the alternative material main shall be paid under the replaced main pay item.
6. Gap between mains when connecting with a sleeve shall be no greater than 2.5".
7. The information and requirements in this detail are for directional drill connections only. For other connections refer to other City details.

DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
UT014	Direction Drill HDPE Connection
DATE: April 2019	SCALE: N/A

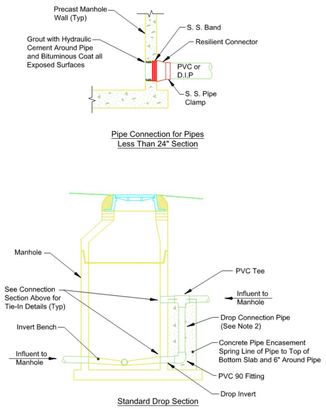


Manhole Section

NOTES:

1. This detail is for pre-cast standard and receiving sanitary sewer manholes.
2. Sewer main sizes connecting to the manhole shall range from 6" to 24" in diameter and not less than 2" from floor of bottom casting. All other sizes shall require separate design and approval.
3. All manholes where any invert into the manhole exceeds 18" shall require a drop connection (See detail UT102).
4. Manhole cone/ring and cover shall be eccentric configured. Cone transition shall range from 18" to 36". Concentric configuration shall require written approval by the City.
5. Receiving, forcemain connected and drop manhole shall be continuously lined with an approved liner on the City of Ocoee's Approved Materials List at a minimum of 90 mil thickness.
6. Bottom casting shall be monolithic with first riser.
7. Riser between top cone and bottom casting shall be no shorter in height than 60".
8. Manhole cover to be set 1/4" above and matching slope pavement and should be set at plan grade unpaved areas.
9. All seams from structure joints, pipe connections and ring shall be WrapidSealed.

DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
UT101	Sanitary Sewer Manhole
DATE: July 2019	SCALE: N/A



NOTES:

1. For manhole covers, see UT103 Standard Manhole Ring and Cover Detail and UT104 Large & Receiving Manhole Ring and Double Cover Detail.
2. Drop pipe and fittings shall be of equal size and material to the influent sewer line.
3. The drop connection provided above is limited to pipe size less than 24". Alternative design must be approved by City for pipe sizes equal or greater than 24" in diameter.
4. An outside drop connection is required for all influent lines 18" or more above the manhole inverts.
5. Bottom elevation of drop shall be 0.1' above effluent invert.

DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
UT102	Sanitary Sewer Connection
DATE: July 2019	SCALE: N/A

NOTE:
REPRODUCTION OF THIS PLAN IS INVALID UNLESS CONTAINING ORIGINAL SIGNATURE AND EMBOSSED WITH ENGINEER'S SEAL AS PER CHAPTER 21H.23.002 FLORIDA ADMINISTRATIVE CODE.

REV/DATE	BY
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DETAILS AND NOTES
FOR
CAMBRIA SUITES AT OCOEE
OCOEE, FLORIDA
926 MAGUIRE ROAD

MITCHELL COLLINS ★ BENNETT BENSON ★ LICENSE No 34608 ★ STATE OF FLORIDA ★ PROFESSIONAL ENGINEER

THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY MITCHELL COLLINS, P.E. ON THE DATE ADJACENT TO THE SEAL. PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.

MITCH COLLINS, P.E. # 34608
STATE OF FLORIDA, C.A.# 29323

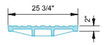
DATE

MITCH COLLINS ENGINEERING, INC.
801 CRESCENT CENTRE DR. SUITE 600 407.629.8557
LAKE MARY, FL 32746 FAX 407.488.8977
mitch@mitchcpe.com

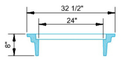
DRAWN BY:	M.C.
CHECKED BY:	M.C.
DATE:	10-25-23
SCALE:	N.T.S.
JOB NO:	223-020
SHEET NO:	C-8 OF C-11



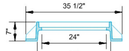
Cover



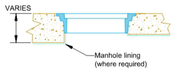
Cover Section
USF 45-1 Cover



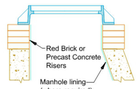
Flush Ring Section
USF 1295 Ring



Ring Section
USF 227 Ring



Flush Casting Mount

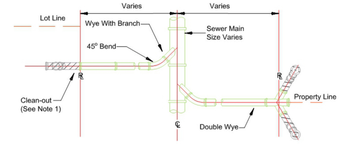


Standard Casting Mount

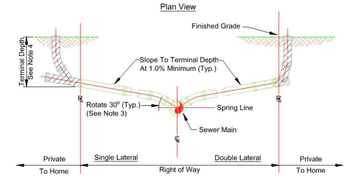
NOTES:

1. Use Ring & Covers Detail as depicted on this sheet for standard manhole applications. Refer to UT104 Large & Receiving Ring and Double Cover Detail for large (6' or greater) and receiving manholes.
2. For structures with top elevation at surface, use "Flush Structure Casting", USF 1295 Ring.
3. Brick shall be solid red (clay) brick meeting AASHTO M114 -Grade MW.
4. Red Brick or Precast Concrete Risers should not exceed four levels.
5. Manhole lid shall be Lettered with "City of Ocoee" (top), Sewer (center) and Florida (bottom).
6. Manhole lids shall have two (2) non-pentrating pick holes.
7. Where manhole lining (coating) is required, coating shall extend to ring sealing and coating ring's mortar bed.

DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
UT103	Standard Manhole Ring and Cover
DATE: April 2019	SCALE: N/A



Plan View

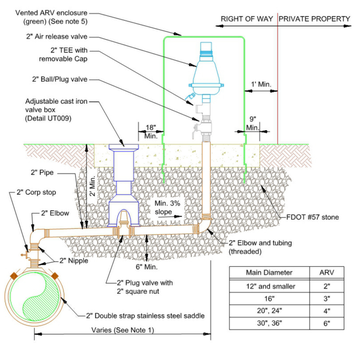


Section View

NOTES:

1. Clean-out (shown hatched) shall be installed by the builder in accordance with standard plumbing code.
2. Locate clean-outs as close to the property line as possible.
3. Invert of service lateral shall not enter sewer main below spring line.
4. The minimum terminal depth as required for house service is 3'.
5. Service Laterals shall be a minimum of 6" for non-residential scenarios. In residential areas, service laterals shall be a minimum of 4" to the right-of-way and then 6" to the sewer main.

DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
UT105	Service Lateral
DATE: April 2019	SCALE: N/A

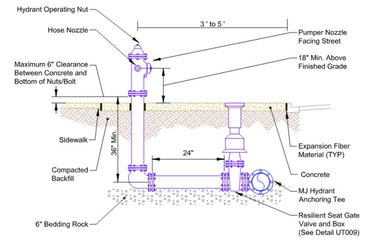


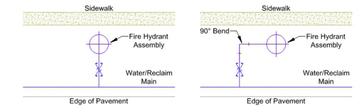
Main Diameter	ARV
12" and smaller	2"
16"	3"
20", 24"	4"
30", 36"	6"

NOTES:

1. Gas Release Valve shall mean Air, Combination Air/Vacuum, and Surge Protection Release Valve.
2. Offset distance to be field determined and as close to the right of way as possible and clear of pedestrian walkways. If pipe is at right of way line, no offset is required.
3. Above detail applies to a 2" ARV. For larger ARVs, pipe diameter and valves shall be equal to the size of the ARV.
4. All piping, valves and appurtenances to be brass or 316 Stainless Steel except where specified otherwise.
5. ARV shall have a Reinforced Nylon Body (ARI D-025 or D-26).
6. The enclosure shall be Water Plus Polyethylene Model 131632 H-30-G or approved equal with temper proof locking device and vents must be capable of allowing at least the same amount of airflow as the valve.
7. Shop drawings for the ARV shall be submitted to the City for approval.
8. Any deviation from this detail shall be made known to the City for approval.

DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
UT106a	Gas Release Valve Wastewater
DATE: June 2021	SCALE: N/A





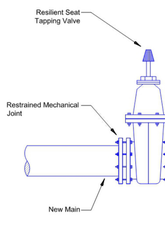
Standard Configuration

Alternate Configuration

Note:

1. Hydrants shall be painted with double coat enamel paint per the following:
   - Public Potable Water - Safety Yellow Pantone 13-0630TN
   - Reclaimed Water - Purple Pantone 522 C
   - Private Fire - Cherry Red HDC-MD-16
2. Concrete shear pad shall abut between sidewalk and curb. Where sidewalk is not present, concrete shear pad shall be approx. 7.5' x 3.5' min.
3. Concrete shall be 6" thick with fibermesh and shall be fc' of 3,000 psi minimum at 28 days.
4. Any deviation from this detail shall be made known to the City for approval.

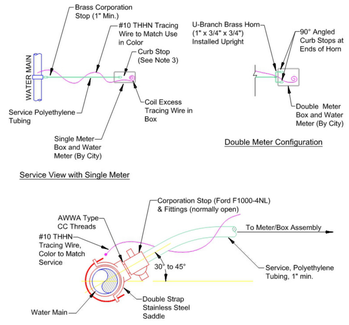
DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
UT201	Fire Hydrant Assembly
DATE: June 2021	SCALE: n/a



NOTES:

1. All Sleeves and Valves shall be water tested before tap.
2. No Wet Tap on Asbestos Cement water mains.
3. For Valve Box and Cover, see Ocoee UT009 Valve Box and Cover Detail.

DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
UT205	Stainless Steel Tapping Saddle and Gate Valve Assembly Water and Reclaim
DATE: Feb. 2020	SCALE: N/A



Double Meter Configuration

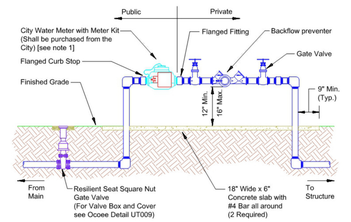
Service View with Single Meter

Tapping Section

NOTES:

1. All fittings shall be brass with compression-pack joint type connections.
2. No service line shall extend or terminate under a driveway.
3. Meter end of service shall terminate with curb stop (90°) for single service and dual horn and curb stops (90°)for dual services.
4. Meter end of service shall terminate 3' past meter location where service shall, unless directed otherwise, extend 3' above finished grade tied to a 2" x 4" x 4' stake. If directed, service connection shall be buried and located with an 2" x 4" x 4' painted marker. Stake or marker shall indicate lot(s) to be served.
5. Concrete curb shall be marked (stamped or saw-cut) with "W" locating service.
6. Service connection to the main shall use approved saddle, and tapping of main shall be by a method where a solid coupon is removed.
7. Services installed under finished or existing pavement shall be directionally drilled.
8. Upon approval, direct tap (no saddle) may be used on Ductile Iron Pipe.
9. Service color shall be blue for potable water and purple (magenta) for reclaimed water.

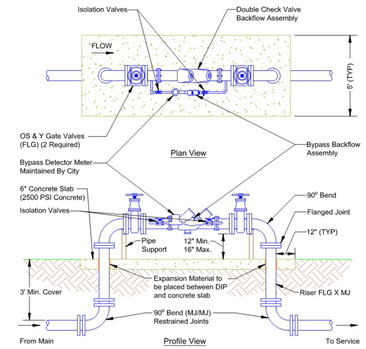
DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
UT206	Water and Reclaim Service Connection
DATE: Sep. 2019	SCALE: N/A



NOTES:

1. Contractor shall be responsible for installing City water meter matching pipe size with meter kit and shall supply and install all materials and backflow prevention device.
2. Backflow device shall be per the City's Cross Connection Control Manual.
3. All pipes, fittings, and end valves as indicated as private shall be the responsibility of the owner. All pipes and fittings indicated as public with material not indicated shall be brass or schedule 80 PVC.

DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
UT209b	1 1/2" and Larger Commercial/Multi-Family Meter Configuration
DATE: June 2021	SCALE: N/A



NOTES:

1. Backflow assembly shall be owned and maintained by the property owner.
2. The City shall own and maintain the meter.
3. Utility easement size minimum shall be 10 feet by 15 feet.
4. The contractor shall contact the inspector for exact assembly length and height above the slab required for the double detector check valve assembly to be installed by contractor. All pipe, fittings, and appurtenances shall be installed by the contractor.
5. All above ground pipe shall be flanged ductile iron.
6. Double detector check valve assembly shall be in conformance with the City's Cross Connections Manual.
7. Bypass meter piping shall be brass

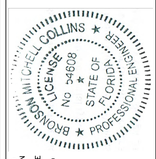
DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
UT210	Double Detector Check Valve Assembly
DATE: July 2020	SCALE: N/A

REV/DATE	BY
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DETAILS AND NOTES FOR CAMBRIA SUITES AT OCOEE

OCOEE, FLORIDA

926 MAGUIRE ROAD



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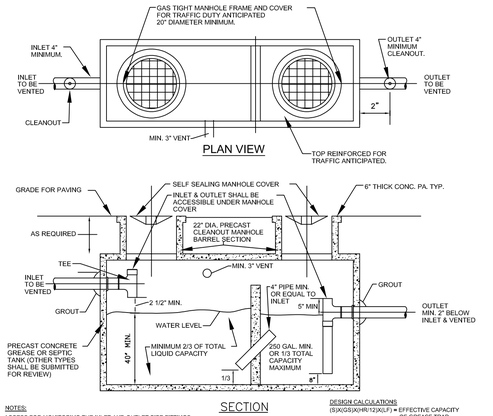
MITCH COLLINS, P.E. # 94608,
STATE OF FLORIDA, C.A.# 29323

DATE



DRAWN BY:	M.C.
CHECKED BY:	M.C.
DATE:	10-25-23
SCALE:	N.T.S.
JOB NO:	223-020
SHEET NO:	C-9 OF C-11

NOTE:
REPRODUCTION OF THIS PLAN IS INVALID UNLESS CONTAINING ORIGINAL SIGNATURE AND EMBOSSED WITH ENGINEER'S SEAL AS PER CHAPTER 21H.23.002 FLORIDA ADMINISTRATIVE CODE.



NOTES:

1. ACCESS FOR MONITORING THE INLET AND OUTLET PIPE FITTINGS OR BAFFLES SHALL BE PROVIDED FROM MANHOLES. CLEANOUTS SHALL BE INSTALLED BEFORE THE FIRST GREASE INTERCEPTOR AND WITHIN TWO FEET AFTER THE LAST INTERCEPTOR IN THE SERIES.
2. GREASE INTERCEPTOR (OR INTERCEPTORS) SHALL BE DESIGNED TO PRODUCE A CLARIFIED EFFLUENT ACCEPTABLE TO THE CITY OF LEESBURG STANDARDS.
3. ALL PIPING AND VENTING SHALL BE ACCORDANCE WITH THE FLORIDA PLUMBING CODE , LATEST EDITION.
4. DESIGN OF GREASE TRAP / INTERCEPTORS AND OIL & SAND SEPERATORS SHALL BE IN ACCORDANCE WITH CHAPTER 64E-6 OF FLORIDA ADMINISTRATIVE CODES AND ANY AND ALL APPLICABLE PROVISIONS OF THE MOST RECENT ADDITION OF THE FLORIDA UNIFIED BUILDING CODES.
5. ALL GREASE TRAP / WATER AND OIL & SAND SEPERATORS SHALL BE VENTED IN ACCORDANCE WITH ALL PROVISIONS OF THE ABOVE NOTE # 4.

DESIGN CALCULATIONS

(S)(A)(GS)(HR)(12)(LF) = EFFECTIVE CAPACITY OF GREASE TRAP IN GALLONS

(S) = NUMBER OF SEATS IN DINING AREA

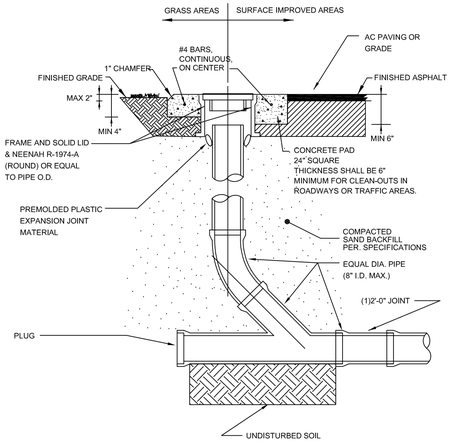
(GS) = GALLONS OF WASTE WATER PER SEAT (USE 25 GALLONS)

(HR) = NUMBERS OF HOURS ESTABLISHMENT IS OPEN

(LF) = LOADING FACTOR=1.25 WITH INTERSTATE HIGHWAYS, 1.00 OTHER FREEWAYS, 1.00 RECREATIONAL AREAS, 0.80 MAIN HIGHWAYS AND 0.50 OTHER HIGHWAYS)

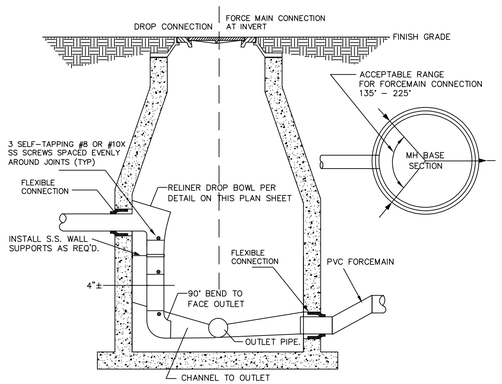
SANITARY GREASE TRAP

NOT TO SCALE



SANITARY GRAVITY CLEANOUT

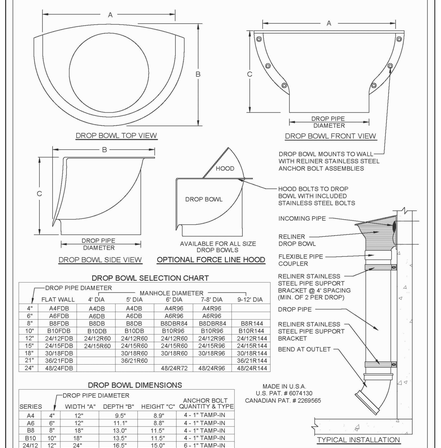
NOT TO SCALE



Notes:

1. EACH SECTION OF INTERIOR DROP PIPING SHALL HAVE NO LESS THAN 2 SUPPORTS SPACED NO FURTHER APART THAN 8'.
2. INTERIOR DROP PIPING SHALL BE GASKETED BELL AND SPIGOT MATCHING THE INCOMING PIPE SIZE AND DIMENSION RATIO.

FORCE MAIN CONNECTION DETAIL (SEE PLAN SHEET C-5B)



DROP BOWL SELECTION CHART

DROP PIPE DIAMETER	MANHOLE DIAMETER				
FLAT WALL	4' DIA	5' DIA	6' DIA	7-8' DIA	9-12' DIA
4"	A4FDB	A4DB	A4DB	A4R96	A4R96	
6"	A6FDB	A6DB	A6DB	A6R96	A6R96	
8"	B8FDB	B8DB	B8DB	B8DBR84	B8DBR84	B8R144
10"	B10FDB	B10DB	B10DB	B10R96	B10R96	B10R144
12"	24/12FDB	24/12R60	24/12R60	24/12R60	24/12R96	24/12R144
15"	24/15FDB	24/15R60	24/15R60	24/15R60	24/15R96	24/15R144
18"	30/18FDB		30/18R60	30/18R60	30/18R96	30/18R144
21"	36/21FDB		36/21R60			36/21R144
24"	48/24FDB			48/24R72	48/24R96	48/24R144

DROP BOWL DIMENSIONS

SERIES	DROP PIPE DIAMETER	WIDTH "A"	DEPTH "B"	HEIGHT "C"	ANCHOR BOLT QUANTITY & TYPE
A4	4"	12"	9.5"	8.5"	4 - 1" TAMP-IN
A6	6"	12"	11.1"	8.8"	4 - 1" TAMP-IN
B8	8"	18"	13.0"	11.5"	4 - 1" TAMP-IN
B10	10"	18"	13.5"	11.5"	4 - 1" TAMP-IN
24/12	12"	24"	16.5"	15.0"	6 - 1" TAMP-IN
24/15	15"	24"	19.3"	15.8"	6 - 1" TAMP-IN
30/18	18"	30"	23.5"	18.5"	6 - 1" TAMP-IN
36/21	21"	36"	31.6"	23.0"	8 - 3/4" WEDGE
48/24	24"	48"	30.5"	30.0"	10 - 3/4" WEDGE

RELINER INSIDE DROP BOWLS ARE FABRICATED IN MARINE GRADE FIBERGLASS AND FINISHED IN BRIGHT WHITE GEL COAT.

USE RELINER STAINLESS STEEL PIPE BRACKETS TO SUPPORT DROP PIPE. EXTERNAL PIPE COUPLER REQUIRED. PROVIDE SWEEP AT DROP PIPE OUTLET.

MADE IN U.S.A.
U.S. PAT. # 6074130
CANADIAN PAT. # 2265565

RELINER / DURAN, INC.
9 MATTHEWS DRIVE, UNIT A1/A2
EAST HADDAM, CT 06423
(800) 508-6001 FAX: (877)434-3197
WWW.RELINER.COM

DESCRIPTION	DATE	SCALE
SANITARY MANHOLE INSIDE DROP BOWL	2/22/21	NONE
	DRAWING NUMBER	DB-1

SANITARY SEWER AND WATER DISTRIBUTION CONSTRUCTION NOTES:

1. WATER LINES (GREATER THAN 4") TO BE PVC–C900, DR–18, PRESSURE CLASS 150 WITH N.S.F.–P.W. LOGO OR DUCTILE IRON, CLASS 51 IN ACCORDANCE WITH AWWA STANDARDS C–150 AND C–151. WATER LINES (LESS THAN 4") TO BE SCHEDULE 80 PVC IN ACCORDANCE WITH ASTM 1785 OR SDR21, PRESSURE CLASS 200 PVC IN ACCORDANCE WITH ASTM 2241 WITH N.S.F.–P.W. LOGO. 2" TO 12" GATE VALVES TO BE RESILIENT SEAT WEDGE TYPE.
2. ALL TEES, CAPS, PLUGS, BENDS, FIRE HYDRANTS, VALVES, ETC., SHALL BE PROVIDED WITH MECHANICALLY RESTRAINED JOINTS.
3. ALL CLEANOUTS AND WATER VALVES TO HAVE A CAST IRON BOX AND COVER EMBOSSED w/ DESIGNATED USE.
4. WATER LINE JOINTS FOR PVC SHALL BE BELL AND SPIGOT PUSH ON RUBBER GASKET TYPE ONLY. RUBBER JOINTS SHALL BE GASKETED AND CONFORM TO ASTM D–1869 OR ASA A21.11.
5. NEW OR RELOCATED, UNDERGROUND WATER MAINS WILL BE LAID TO PROVIDE A HORIZONTAL DISTANCE OF AT LEAST THREE FEET BETWEEN THE OUTSIDE OF THE WATER MAIN AND THE OUTSIDE OF ANY EXISTING OR PROPOSED VACUUM–TYPE SANITARY SEWER, STORM SEWER, STORMWATER FORCE MAIN, OR PIPELINE CONVEYING RECLAIMED WATER REGULATED UNDER PART III OF CHAPTER 62–610, F.A.C.
6. NEW OR RELOCATED, UNDERGROUND WATER MAINS WILL BE LAID TO PROVIDE A HORIZONTAL DISTANCE OF AT LEAST SIX FEET BETWEEN THE OUTSIDE OF THE WATER MAIN AND THE OUTSIDE OF ANY EXISTING OR PROPOSED GRAVITY–TYPE SANITARY SEWER (OR A HORIZONTAL DISTANCE OF AT LEAST THREE FEET IF THE BOTTOM OF THE WATER MAIN WILL BE LAID AT LEAST SIX INCHES ABOVE THE TOP OF THE SEWER).
7. NEW OR RELOCATED, UNDERGROUND WATER MAINS WILL BE LAID TO PROVIDE A HORIZONTAL DISTANCE OF AT LEAST SIX FEET BETWEEN THE OUTSIDE OF THE WATER MAIN AND THE OUTSIDE OF ANY EXISTING OR PROPOSED PRESSURE–TYPE SANITARY SEWER, WASTEWATER FORCE MAIN, OR PIPELINE CONVEYING RECLAIMED WATER NOT REGULATED UNDER PART III OF CHAPTER 62–610, F.A.C.
8. NEW OR RELOCATED, UNDERGROUND WATER MAINS WILL BE LAID TO PROVIDE A HORIZONTAL DISTANCE OF AT LEAST TEN FEET BETWEEN THE OUTSIDE OF THE WATER MAIN AND ALL PARTS OF ANY EXISTING OR PROPOSED "ON–SITE SEWAGE TREATMENT AND DISPOSAL SYSTEM."
9. NEW OR RELOCATED, UNDERGROUND WATER MAINS THAT WILL CROSS ANY EXISTING OR PROPOSED GRAVITY– OR VACUUM–TYPE SANITARY SEWER OR STORM SEWER WILL BE LAID SO THE OUTSIDE OF THE WATER MAIN IS AT LEAST SIX INCHES ABOVE THE OTHER PIPELINE OR AT LEAST TWELVE INCHES BELOW THE OTHER PIPELINE.
10. NEW OR RELOCATED, UNDERGROUND WATER MAINS THAT WILL CROSS ANY EXISTING OR PROPOSED PRESSURE–TYPE SANITARY SEWER, WASTEWATER OR STORMWATER FORCE MAIN, OR PIPELINE CONVEYING RECLAIMED WATER WILL BE LAID SO THE OUTSIDE OF THE WATER MAIN IS AT LEAST TWELVE INCHES ABOVE OR BELOW THE OTHER PIPELINE.
11. AT THE UTILITY CROSSINGS DESCRIBED ABOVE, ONE FULL LENGTH OF WATER PIPE WILL BE CENTERED ABOVE OR BELOW THE OTHER PIPELINE SO THE WATER MAIN JOINTS WILL BE AS FAR AS POSSIBLE FROM THE OTHER PIPELINE OR THE PIPES WILL BE ARRANGED SO THAT ALL THE WATER MAIN JOINTS ARE AT LEAST THREE FEET FROM ALL JOINTS IN VACUUM–TYPE SANITARY SEWERS, STORM SEWERS, STORMWATER FORCE MAINS, OR PIPELINES CONVEYING RECLAIMED WATER REGULATED UNDER PART III OF CHAPTER 62–610, F.A.C., AND AT LEAST SIX FEET FROM ALL JOINTS IN GRAVITY– OR PRESSURE–TYPE SANITARY SEWERS, WASTEWATER FORCE MAINS, OR PIPELINES CONVEYING RECLAIMED WATER NOT REGULATED UNDER PART III OF CHAPTER 62–610, F.A.C.
12. MAINTAIN 36" COVER ON ALL WATER AND SEWER MAINS (FINISH GRADE OR TOP PAVEMENT).
13. INSTALLATION AND STORAGE OF PIPE SHALL MEET PIPE MANUFACTURER'S SPECIFICATIONS.
14. WATER LINES SHALL BE INSTALLED CLEARED, FLUSHED DISINFECTED AND BACTERIOLOGICALLY CLEARED FOR SERVICE BY SITE CONTRACTOR; HYDROSTATIC PRESSURE AWWA M23 WATER MAIN SHALL BE SUBJECT TO: DISINFECTION AWWA C651. ALL ABOVE SHALL BE IN ACCORDANCE WITH THE UTILITY COMPANY REQUIREMENTS AND SPECIFICATIONS AND D.E.P. RULES AND REGULATIONS.
15. METALLIC MARKING TAPE SHALL BE PLACED OVER THE MAIN AND SERVICES AT A DEPTH OF EIGHTEEN INCHES (18") BELOW THE SURFACE, AND TIED INTO ALL HYDRANTS AND VALVE BOXES.
16. ALL GRAVITY SANITARY SEWER PIPE SHALL BE P.V.C. SEWER PIPE CONFORMING TO ASTM D–3034 S.D.R. 35, COLOR–CODED GREEN, AND BE INSTALLED IN ACCORDANCE WITH ASTM D–2321. ELASTOMERIC JOINT GASKETS SHALL CONFORM TO ASTM F477.
17. METALLIC MARKING TAPE SHALL BE PLACED OVER THE SEWER MAINS AND LATERALS AT A DEPTH OF EIGHTEEN INCHES (18") BELOW THE SURFACE AND TIED INTO THE MANHOLE FRAME.
18. ALL SANITARY SEWER MAINS SHALL BE TESTED IN ACCORDANCE WITH THE LATEST UNI–BELL LOW PRESSURE AIR TEST STANDARDS. ALL TESTS SHALL BE PERFORMED BY THE CONTRACTOR AT HIS EXPENSE UNDER THE SUPERVISION OF THE ENGINEER OR HIS ASSIGN AND SHALL BE WITNESSED BY A REPRESENTATIVE FROM THE UTILITY COMPANY.
19. MANHOLES TO BE PRECAST CONCRETE 4000 PSI WITH A MIN. WALL THICKNESS OF EIGHT INCHES (8"). JOINTS AND RING AND COVER SEAM TO BE SEALED WITH NON–SHRINK GROUT AND COATED.
20. THE CONTRACTOR SHALL SUPPLY COMPLETE "AS–BUILT" INFORMATION RELATIVE TO INVERTS, AND RIM ELEVATIONS, LOCATION OF MANHOLES AND LENGTHS OF PIPE, WATER LINES LOCATION, SERVICES, ETC. LATERALS SHALL BE LOCATED FROM THE CENTERLINE OF THE NEAREST DOWNSTREAM MANHOLE. THE INFORMATION SHALL BE SUBMITTED ON LEGIBLY MARKED–UP PRINTS TO THE ENGINEER TWO WEEKS AFTER COMPLETION OF SEWER CONSTRUCTION AND TESTING.
21. ALL SANITARY FORCE MAINS TWO TO THREE INCHES IN DIAMETER SHALL CONFORM TO THE REQUIREMENTS OF ASTM D2241, CLASS 1120, OR 1120 (SDR 21) WITH A WORKING PRESSURE RATING OF 200 PSIG WITH INTEGRAL BELL GASKETED JOINTS. PIPE SHALL BE COLOR–CODED GREEN.

GENERAL NOTES:

1. CONTRACTOR AGREES THAT IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, HE WILL BE REQUIRED TO ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY. THIS REQUIREMENT SHALL BE MADE TO APPLY CONTINUOUSLY AND NOT TO BE LIMITED TO NORMAL WORKING HOURS. CONTRACTOR FURTHER AGREES TO DEFEND, INDEMNIFY AND HOLD DESIGN PROFESSIONAL HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE WORK PERFORMED FOR THIS PROJECT.
2. THE LOCATIONS AND DIMENSIONS SHOWN ON THE PLANS FOR EXISTING FACILITIES ARE IN ACCORDANCE WITH AVAILABLE INFORMATION WITHOUT UNCOVERING AND/OR MEASURING. THE ENGINEER DOES NOT GUARANTEE THE ACCURACY OF THIS INFORMATION OR THAT ALL EXISTING UNDERGROUND FACILITIES ARE SHOWN.
3. WHEN ANY EXISTING UTILITY REQUIRES ADJUSTMENT OR RELOCATION, THE CONTRACTOR SHALL NOTIFY THE PROPER UTILITY COMPANY AND COORDINATE HIS WORK ACCORDINGLY. THERE SHALL BE NO CLAIM MADE BY THE CONTRACTOR FOR ANY COSTS CAUSED BY DELAYS IN CONSTRUCTION DUE TO THE ADJUSTMENT OR RELOCATION OF EXISTING UTILITIES.
4. ALL TRAFFIC CONTROLS ON THIS PROJECT SHALL ADHERE TO THE LATEST EDITION OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) AND F.D.O.T. STANDARDS.
5. THE OWNER, THE STATE, THE CITY AND THE COUNTY SHALL NOT BE HELD LIABLE FOR ANY CLAIMS RESULTING FROM ACCIDENTS OR DAMAGES CAUSED BY THE CONTRACTOR'S FAILURE TO COMPLY WITH TRAFFIC AND PUBLIC SAFETY REGULATIONS DURING THE CONSTRUCTION PERIOD.
6. THE CONTRACTOR SHALL CONFINE HIS ACTIVITIES TO THE PROJECT SITE UNDER DEVELOPMENT OR THE EXISTING RIGHTS–OF–WAY OR EASEMENTS ADJACENT TO THIS CONSTRUCTION SITE AND SHALL NOT TRESPASS UPON OTHER PRIVATE PROPERTY WITHOUT THE CONSENT OF THE OWNER.
7. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE APPLICABLE CODES, ORDINANCES AND STANDARDS SPECIFICATIONS OF ALL GOVERNMENTAL AGENCIES THAT HAVE THE RESPONSIBILITY OF REVIEWING PLANS AND SPECIFICATIONS FOR CONSTRUCTION OF ALL ITEMS PER THESE PLANS AND SPECIFICATION IN THIS LOCATION.
8. THE CONTRACTOR SHALL OBTAIN ALL THE NECESSARY PERMITS AS REQUIRED FOR CONSTRUCTION OF THIS PROJECT.
9. THE CONTRACTOR SHALL DISPOSE OF ALL SURPLUS EXCAVATION MATERIAL OR PROVIDE ALL SUITABLE FILL MATERIAL AS APPROVED BY THE PROJECT GEOTECHNICAL ENGINEER. THE COST SHALL BE INCLUDED IN THE CONTRACTOR'S BID FOR THE PROJECT.
10. EROSION AND SEDIMENT CONTROL SHALL BE PROVIDED IN ACCORDANCE WITH ANY LOCAL AND/OR STATE REQUIREMENTS. PROTECTIVE MEASURES SHALL BE TAKEN BY THE CONTRACTOR TO PROTECT ADJACENT PROPERTIES AT ALL TIMES DURING CONSTRUCTION. THE CONTRACTOR SHALL TAKE PROTECTIVE MEASURES SO AS NOT TO CAUSE ANY MUD, SILT OR DEBRIS TO AFFECT ANY ADJACENT PUBLIC OR PRIVATE PROPERTY. ANY MUD, SILT OR DEBRIS THAT DOES AFFECT ANY ADJACENT PROPERTY SHALL BE REMOVED IMMEDIATELY.
11. ALL WORK SHALL BE GUARANTEED BY THE CONTRACTOR TO BE FREE FROM DEFECTS IN WORKMANSHIP AND MATERIALS AND IN CONFORMANCE WITH THE APPROVED PLANS AND SPECIFICATIONS FOR A PERIOD SPECIFIED BY THE LOCAL MUNICIPALITY (MINIMUM OF ONE YEAR) FROM THE DATE OF WRITTEN ACCEPTANCE FROM THE OWNER OF THAT PORTION OF THE TOTAL PROJECT WHICH THE CONTRACTOR HAS CONTRACTED TO COMPLETE. THE CONTRACTOR SHALL REPLACE OR REPAIR ANY WORK OR MATERIAL FOUND TO BE DEFECTIVE UPON WRITTEN NOTICE FROM EITHER THE DESIGN ENGINEER OR THE LOCAL MUNICIPALITY ENGINEER.
12. CONTRACTOR TO VERIFY THAT THE PLANS AND SPECIFICATIONS THAT HE IS BUILDING FROM ARE THE VERY LATEST PLANS AND SPECIFICATIONS AND FURTHER, TO VERIFY THAT THESE PLANS AND SPECIFICATIONS HAVE BEEN APPROVED BY ALL APPLICABLE PERMIT–ISSUING GOVERNMENTAL AGENCIES AND THE OWNER. ALL ITEMS CONSTRUCTED BY THE CONTRACTOR PRIOR TO RECEIVING THE FINAL APPROVAL AND PERMITS, HAVING TO BE ADJUSTED OR RE–DONE, SHALL BE DONE AT THE CONTRACTOR'S SOLE EXPENSE.
13. SHOULD THE CONTRACTOR ENCOUNTER ANY CONFLICT BETWEEN THESE PLANS AND THE SPECIFICATIONS, EITHER AMONG THEMSELVES OR WITH THE REQUIREMENTS OF ANY AND ALL REVIEWING AND PERMIT–ISSUING GOVERNMENTAL AGENCIES, HE SHALL SEEK CLARIFICATION IN WRITING FROM THE DESIGN ENGINEER BEFORE COMMENCEMENT OF CONSTRUCTION. FAILURE TO DO SO SHALL BE AT SOLE EXPENSE TO THE CONTRACTOR, IF ANY EXPENSES OCCUR DUE TO THESE CONFLICTS.
14. THE CONTRACTOR IS REQUIRED TO TAKE DUE PRECAUTIONARY MEASURES TO PROTECT ALL EXISTING UTILITIES OR STRUCTURES AT THE PROJECT SITE. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO NOTIFY THE OWNERS OF ANY UTILITIES OR STRUCTURES CONCERNED BEFORE STARTING ANY WORK. THE CONTRACTOR SHALL NOTIFY THE PROPER UTILITY COMPANY IMMEDIATELY UPON ANY BREAKAGE OR DAMAGE TO ANY EXISTING UTILITY LINE OR APPURTENANCES OR ANY INTERRUPTION OF SERVICE. IF EXISTING UTILITY LINES ARE ENCOUNTERED THAT CONFLICT IN LOCATION WITH PROPOSED CONSTRUCTION, THE CONTRACTOR SHALL NOTIFY THE DESIGN ENGINEER IN WRITING SO THAT THE CONFLICT MAY BE RESOLVED.
15. UNLESS NOTED OTHERWISE, ALL DIMENSIONS SHOWN ON THESE PLANS ARE TO THE FACE OF CURB.
16. THE LOCATION OF UNDERGROUND FACILITIES OR STRUCTURES AS SHOWN ARE BASED UPON THE BEST AVAILABLE RECORDS AT THE TIME THE PLANS WERE PREPARED AND ARE NOT GUARANTEED TO BE COMPLETE OR CORRECT. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO CONTACT ALL PUBLIC AND/OR PRIVATE UTILITY COMPANIES SERVING THE PROJECT AREA TO DETERMINE THE EXACT LOCATIONS OF THEIR FACILITIES BEFORE BEGINNING WORK. THE CONTRACTOR SHALL PROVIDE ADEQUATE PROTECTION OF THESE FACILITIES DURING THE COURSE OF THE WORK.
17. THE CONTRACTOR IS TO INSTALL THE SANITARY SEWER AND WATER LEAD(S) TO A DISTANCE OF WITHIN 5 FEET OUTSIDE OF ANY BUILDING AND PLACE A CLEANOUT FOR SEWER AND A GATE VALVE FOR WATER WITH CAST IRON COVER AND BOX OUTSIDE OF BUILDING. CONTRACTOR SHALL VERIFY ALL UTILITY CONNECTION LOCATIONS WITH ARCHITECTURAL PLANS PRIOR TO SUBMITTING ANY BID TO THE OWNER. IF CONFLICTS IN UTILITY LINE CONNECTIONS TO BUILDING ARE DISCOVERED BY CONTRACTOR DURING THE BID PROCESS OR DURING CONSTRUCTION, THE CONTRACTOR SHALL NOTIFY THE ENGINEER AND ARCHITECT IN WRITING IMMEDIATELY.
18. ALL PROPOSED STORM PIPES LOCATED WITHIN THE F.D.O.T. RIGHT–OF–WAY, SHALL BE WRAPPED WITH FILTER FABRIC PER F.D.O.T. STANDARD INDEX 280.
19. ALL STRIPING WITHIN ANY F.D.O.T. RIGHT–OF–WAY SHALL BE LEAD–FREE THERMOPLASTIC IN ACCORDANCE WITH F.D.O.T. STANDARD INDEX 17346.
20. CONTRACTOR SHALL NOTIFY THE LOCAL F.D.O.T. OFFICE AT LEAST 48 HOURS PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION AND ANY LANE CLOSURES IN THE F.D.O.T. RIGHT–OF–WAY.
21. IF AN M.O.T. IS REQUIRED, THE SETUP MUST BE SUPERVISED BY A PERSON CERTIFIED BY THE APPROPRIATE GOVERNMENTAL ENTITY.
22. AS–BUILT PLANS SHALL BE REQUIRED IF ANY CHANGES TO THE PROPOSED CONSTRUCTION OCCUR DURING CONSTRUCTION.
23. IF ANY F.D.O.T. CONSTRUCTION IS NECESSARY, AN ENGINEER'S CERTIFICATION SHALL BE SUBMITTED TO F.D.O.T. WITHIN 30 DAYS OF PROJECT COMPLETION. CONTRACTOR SHALL SUPPLY ENGINEER WITH APPROPRIATE AS–BUILT INFORMATION, CERTIFIED BY A REGISTERED SURVEYOR IF ANY F.D.O.T. CERTIFICATIONS ARE NECESSARY.
24. ALL CONSTRUCTION WITHIN THE FDOT RIGHT–OF–WAY SHALL BE IN ACCORDANCE WITH THE LATEST DESIGN STANDARDS AND THE LATEST EDITION OF THE STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.
25. AFTER CONSTRUCTION IN FDOT RIGHT–OF–WAY IS COMPLETE, CONTRACTOR SHALL SUPPLY FDOT WITH CERTIFIED COPIES OF ALL DENSITY REPORTS.
26. ALL DISTURBED AREAS IN FDOT RIGHT–OF–WAY SHALL BE REGRADED AND SODDED WITH ARGENTINE BAHIA.
27. ANY AND ALL DISTURBED AREAS, ON SITE OR OFF SITE, SHALL BE SODDED.
28. ALL TEST RESULTS TO BE FURNISHED BY CONTRACTOR IF REQUIRED BY LOCAL PERMITTING AGENCY.
29. CONTRACTOR TO UNCOVER AND EXPOSE ANY PROPOSED UTILITY CONNECTIONS FROM POINT OF CONNECTION TO RIGHT–OF–WAY AND/OR UTILITY EASEMENT BOUNDARY PRIOR TO PLACEMENT OF ANY UTILITY LINES ON THE PROJECT SITE.
30. GENERAL CONTRACTOR MUST VISIT THE SITE PRIOR TO SUBMITTING A BID TO THE OWNER ON THIS PROJECT TO FAMILIARIZE HIMSELF WITH THE EXISTING CONDITIONS. HE MUST BE IMMEDIATELY REPORT ANY CONFLICTS TO THE DESIGN ENGINEER OR THE OWNER.
31. ALL CONSTRUCTION METHODS AND OPERATIONS FOR THIS PROJECT MUST BE DONE BY THE CONTRACTOR IN SUCH A MANNER AS TO PROTECT ANY AND ALL ADJACENT EXISTING BUILDINGS AND SITE ELEMENTS. ANY EXISTING ELEMENTS DAMAGED DURING CONSTRUCTION MUST BE REPAIRED IMMEDIATELY AT THE CONTRACTOR'S SOLE EXPENSE.
32. ANY PAVEMENT IN F.D.O.T. RIGHT–OF–WAY DAMAGED BY CONTRACTOR'S OPERATIONS MUST BE REPAVED TO MATCH EXISTING PAVEMENT SECTION (SEE DRAWINGS). ALL PAVEMENT MATERIALS AND INSTALLATION PROCEDURES SHALL BE IN ACCORDANCE WITH F.D.O.T. STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION. ALL NEW PAVEMENT IN RIGHT–OF–WAY MUST BE SLOPED TO MAINTAIN EXISTING DRAINAGE CHARACTERISTICS.
33. THE CONTRACTOR SHALL MAINTAIN ONE CLEAN SET OF MARKED PLANS ON SITE SHOWING ANY AND ALL CHANGES AND "AS–BUILT" INFORMATION WHICH WILL BE SUBMITTED TO THE DESIGN ENGINEER UPON COMPLETION OF THE PROJECT.
34. IF ANY F.D.E.P. PERMITS ARE REQUIRED FOR THIS PROJECT, THE CONTRACTOR SHALL SUPPLY THE DESIGN ENGINEER WITH AN "AS–BUILT" SURVEY, SIGNED AND SEALED BY A STATE REGISTERED SURVEYOR. THIS SURVEY SHALL INCLUDE ANY WATER AND/OR SEWER CONSTRUCTION COMPLETED WITH THIS PROJECT. THIS SHALL INCLUDE ANY AND ALL UNDERGROUND PRESSURE LINES. IF LOCAL UTILITY COMPANY HAS MORE DETAILED "AS–BUILT" REQUIREMENTS, THEN THE CONTRACTOR SHALL PROVIDE "AS–BUILT" INFORMATION TO THE DESIGN ENGINEER IN ACCORDANCE WITH THE LOCAL UTILITY COMPANY REQUIREMENTS. THESE AS–BUILTS SHALL BE REQUIRED WITHIN 20 DAYS OF THE WATER/SEWER WORK BEING COMPLETED.
35. IF ANY F.D.E.P. PERMITS ARE REQUIRED FOR THIS PROJECT, THE CONTRACTOR SHALL SUPPLY TO THE DESIGN ENGINEER ANY REQUIRED BACTERIOLOGICAL OR PRESSURE TESTS REQUIRED BY THE F.D.E.P. PERMIT.
36. IT SHALL BE THE CONTRACTOR'S SOLE RESPONSIBILITY TO PROVIDE THE DESIGN ENGINEER WITH ANY NECESSARY INFORMATION NECESSARY FOR THE DESIGN ENGINEER TO OBTAIN ANY NECESSARY CERTIFICATIONS. THE CONTRACTOR SHALL MAKE HIMSELF FAMILIAR WITH THE CONDITIONS INCLUDED WITH ANY AND ALL PERMITS REQUIRED FOR THE CONSTRUCTION OF THIS PROJECT.
37. ALL EXISTING ASPHALT PAVEMENT, TOP SOIL, ORGANIC CONTAMINATED OR WET SOILS OR OTHER DELETERIOUS MATERIALS MUST BE TOTALLY REMOVED FROM SITE. ANY EXISTING SOILS ADEQUATE FOR USE AS FILL MAY BE RETAINED, REPROCESSED AND REINSTALLED AS COMPACTED FILL.
38. SITE CONTRACTOR SHALL BE RESPONSIBLE FOR GRADING WITHIN ALL PROPOSED LANDSCAPE AREAS. GRADING WITHIN THESE AREAS SHALL BE AT OR ABOVE THE PROPOSED GRADE AT NEAREST BACK OF CURB OR SIDEWALK.
39. ALL SUBGRADE BENEATH PROPOSED BUILDING AND PAVEMENT SHALL BE PREPARED IN ACCORDANCE WITH THE PROJECT GEOTECHNICAL ENGINEER'S REPORT AND SHALL BE NOT LESS THAN 95% OF THE MAXIMUM DRY DENSITY (MODIFIED PROCTOR) PER ASTM D–1557–78 (TO DEPTHS OF UP TO 3 FEET BELOW BUILDING AND 2 FEET BELOW PAVEMENT.
40. ENGINEER'S CERTIFICATION REQUIRED 30 DAYS AFTER COMPLETION OF PROJECT.
41. ALL LANDSCAPE AREAS TO BE GRADED WITH CLEAN FILL, ABSENT OF ANY PAVEMENT BASE MATERIALS.
42. SITE CONTRACTOR SHALL REQUEST SOIL REPORT FROM GENERAL CONTRACTOR OR OWNER PRIOR TO SUBMITTAL OF BID FOR THIS PROJECT.
43. ALL BOUNDARY AND TOPOGRAPHIC SURVEYING INFORMATION WAS TAKEN FROM A SURVEY PREPARED BY ACCURIGHT SURVEYS OF ORLANDO, INC., DATED 1–4–2024.
44. M.O.T. SETUP MUST BE SUPERVISED BY A CERTIFIED PERSON.
45. TEST RESULTS ARE REQUIRED UPON REQUEST.
46. THE MOST STRINGENT STANDARDS BETWEEN THE CITY STANDARDS AND THE STANDARDS SET FORTH IN THE GENERAL NOTES (AS DETERMINED BY THE ENGINEER OF RECORD OR THE CITY ENGINEER) SHALL BE FOLLOWED.
47. AS–BUILTS NEED TO BE SUBMITTED TO THE CITY SIGNED AND SEALED IN ACCORDANCE WITH SECTION 3.01.05 OF THE ENGINEERING STANDARDS MANUAL IN THE FOLLOWING FORMATS:
    1 PDF COPY
    CAD COPY DRAWN IN STATE PLANE COORDINATES
48. ALL FINISHED FLOOR ELEVATIONS WILL EXCEED THE 100–YEAR FLOOD PLAIN BY A MINIMUM OF TWO FEET (2').

NOTE:
REPRODUCTION OF THIS PLAN IS INVALID UNLESS CONTAINING ORIGINAL SIGNATURE AND EMBOSSED WITH ENGINEER'S SEAL AS PER CHAPTER 21H.23.002 FLORI

RILEY & Company, Inc. (H-20 GP)©

w/ BATTERY BACK-UP FOR AUDIO AND VISUAL ALARMS

(No Substitutions - No Alternates)

PUMPS: **SPECIFICATION**

Submersible grinder pumps shall be installed in the H-20 FRP wet well utilizing a dual slide rail system.

The pumps shall be capable of pumping materials normally found in domestic and commercial wastewater.

Stator winding shall be open type with Class H insulation and shall be heat -shrink fitted into the stator housing. The use of pins, bolts and other fastening devices is not acceptable.

A heat sensor thermostat shall be attached to the top end of the motor winding and shall be connected in series with a magnectic contactor coil in the control panel. If the winding temperature exceeeds 140° C, the motor shall shut off but shall automtically reset when the temperature drops below the threshhold. Two heat sensors shall be used on 3 phase motors. Upper & lower mechanical seals shall have Silicon Carbide vs Silicon Carbide.

CONTROL PANEL: **SPECIFICATION**

The Enclosure shall be NEMA 4X, minimum 30" high x 20" wide x 10" deep with a 3 point latching system.

The enclosure shall have external mounting feet to allow for wall mounting.
The following components shall be mounted through the enclosure:
1- ea. Red Alarm Beacon (Light) LED 360 Degree viewable range, NEMA 4X
1- ea. Alarm Horn (minimum 95 DCB), ROHS 3 Compliant, NEMA 4X
1- ea. Generator Receptacle w/ weatherproof cover 60A Minimum. Shall meet UL 1682, UL 1686 and UL486E Compliance.

The back panel shall be fabricated from .125, 5052-H32 marine alloy aluminum. All components shall be mounted by machined stainless steel screws.
The following components shall be mounted to back panel:
2- ea. IEC Style Motor Contactors
1- ea. Volt Monitor (1 Ph) Phase Monitor (3 Ph) w/2 N/O & 1 N/C Contacts
1- ea. Alternator w/ Pump Lead Switch
1- ea. Control Transformer (480 Volt Only) (Min. 500VA)
1- ea. Model RCBB5AH Battery Back-Up w/ Smart Charger (UPS) - 24 Hr Min.
20- ea. Terminals For Field Connections
6- ea. Terminals For Motor Connections (Single Phase Only)
7- ea. Grounding Lugs
1-ea. Lightning and Surge Protection shall meet the UL 1449 2nd Edition

The inner door shall have a continuous aluminum piano hinge.
The following components shall be mounted through the inner door:
1- ea. Main Circuit Breaker - UL489
1- ea. Emergency Circuit Breaker - UL 489
1- ea. Mechanical Interlock For Emergency And Main Breakers (UL Listed)
2- ea. Short Circuit Protectors w/ Auxiliary Contacts
1- ea. Control Circuit Breaker & GFCI Circuit Breaker - UL 489
1- ea. GFI Duplex Convenience Outlet - NEMA 5-15R
2- ea. Elapsed Time Meter, Non-Resettable

MISCELLANEOUS: All wiring on the back panel shall be contained within the wiring duct. All wiring between the inner door and the back panel shall be contained with in a plastic spiral wrap. Each wire shall have a wire number at each end to correspond to the as built drawing for field troubleshooting. The control panel must be manufactured in-house by the lift station supplier and be a TUV (UL508A Certified) facility.

WET WELL: **SPECIFICATION**

Wet Well FRP Wall Laminate must be designed to withstand wall collapse or buckling based on third party specifications and the assumptions below.

**Hydrostatic Pressure: 62.4 lbs. Per SQ Ft.*
**Saturated Soil Weight: 120 lbs. Per Cubic Ft.*
**Soil Modulus: 700 lbs Per SQ Ft.*
**Pipe Stiffness as Specified in ASTM D 3753*

The wet well FRP laminate must be constructed to withstand or exceed two times the assumed loading for the complete depth of the structure.

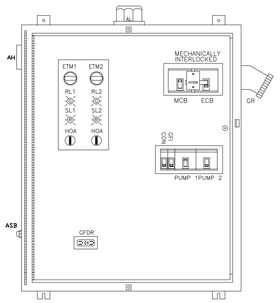
The cover shall be constructed of ¼ inch thick finished aluminum, diamond plate pattern with 300 series stainless steel hardware. The hatch shall have a positive means of locking the door open in the vertical position via a hold open arm and shall be made of a non-corrosive material. The cover shall be mounted with minimum of six 300 series stainless steel fasteners. The access hatch cover shall have a lift handle and a means of locking.

The prefabricated FRP lift station manufacturer shall guarantee the prefabricated lift station per approved drawings for a period of one year from the date of delivery.

INSPECTION & TESTING:
A factory representative shall be provided for a one (1) time start-up and shall have complete knowledge of the proper operation and maintenance of the complete system. The pump motors shall be megged out prior to the start-up to ensure that the insulation of the pump motor and cable is intact. The pumps and the controls shall be checked for mechanical reliability and proper operation.

EXECUTION:
Installation shall be in strict accordance with the manufacturer's recommendations in the locations shown on the engineered drawings.

08/24/25 SR



1. OUTER DOOR REMOVED TO SHOW DEADFRONT LAYOUT
NEMA TYPE 4X ENCLOSURE
ALL HARDWARE STAINLESS STEEL
ACTUAL LAYOUT/ORIENTATION MAY VARY.

2. ENCLOSURE SIZE WILL BE 30" X 20" X 10" MINIMUM.
CONTROL PANEL SHALL HAVE A 3 POINT LATCHING SYSTEM

STATION DESIGN CONDITIONS		
PRIMARY PUMP CAPACITY	91	GPM
PRIMARY TDH	57	'TDH
RUN-OUT PUMP CAPACITY	n/a	GPM
RUN-OUT TDH	n/a	'TDH
PUMP MODEL #	HOMA RCOC3X4-200	
R.P.M.	1750	
HORSEPOWER	4.3	
ELECTRICAL VOLTS / PHASE	230V/3Φ	
PUMP DISCHARGE SIZE	3"	

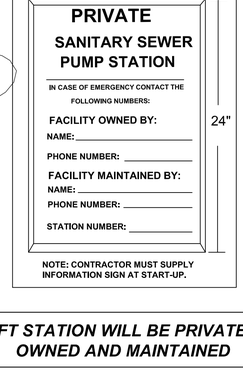
STATION ELEVATIONS AND DIMENSIONS		
100 YEAR FLOOD ELEVATION		xxx.xx'
WET WELL DIAMETER	(A)	60"
INVERT DIAMETER	(B)	PER EOR
TOP OF WET WELL	(C)	121.50'
INLET / INVERT	(D)	113.00'
HIGH LEVEL ALARM (HLA)	(E)	112.50'
2nd PUMP ON (LAG)	(F)	112.00'
1st PUMP ON (LEAD)	(G)	111.50'
PUMPS OFF (OFF)	(H)	110.00'
BOTTOM OF WET WELL	(I)	107.50'
GUIDE RAIL DIAMETER	(J)	2"
DISCHARGE PIPE DIAMETER	(K)	3"
F.M. PIPE DIAMETER	(L)	3"
REDUCER (If Required)	(M)	n/a

STATION MANUFACTURING MATERIALS	
DISCHARGE/RISER PIPE	HDPE
INLET PIPE	PER EOR
GUIDE RAIL	304 SS
WET WELL	FRP ASTM D-3753
WET WELL HATCH COVER	300 LBS PSF ALUM
CABLE BRACKET	304 SS
LIFTING CHAIN	304 SS
PLUG VALVE	CAST IRON
SWING CHECK VALVE	CAST IRON
VALVE BOX	FRP
VALVE BOX HATCH COVER	300 LBS PSF ALUM

STATION VALVE BOX SIZES	
(36" x 36" x 36" DEEP)	FOR 2" DISCHARGE
(48" x 48" x 36" DEEP)	FOR 3" DISCHARGE
(48" x 48" x 36" DEEP)	FOR 4" DISCHARGE

STATION HATCH OPENINGS			
WET WELL DIA.	36"	48"	60"
	27" x 20"	36" x 24"	36" x 30"

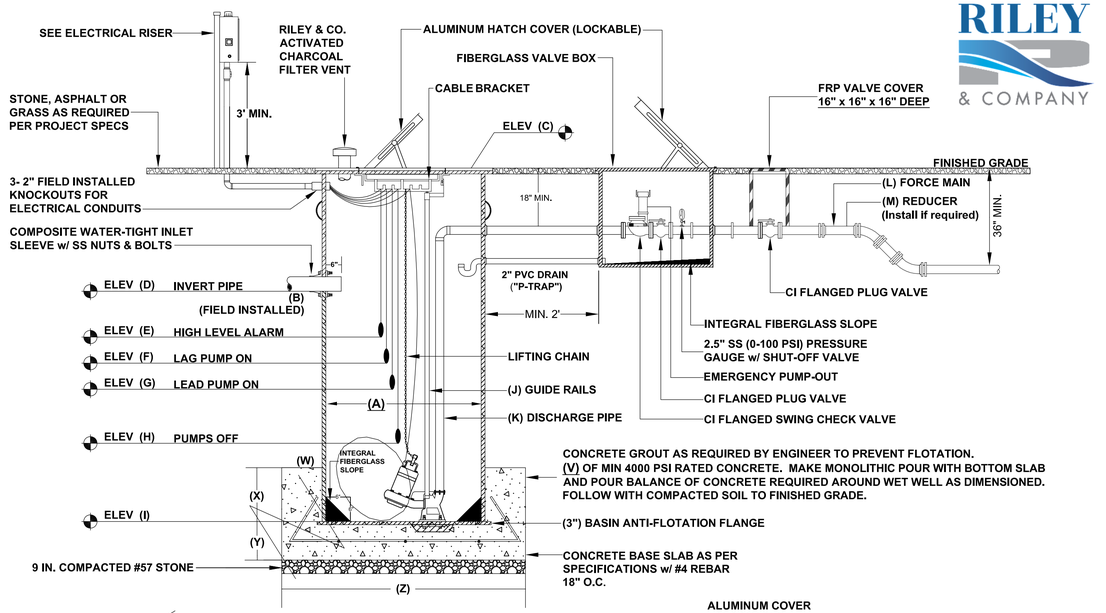
CONCRETE BALLAST REQUIREMENTS		
CUBIC YARDS OF CONCRETE REQUIRED	(V)	5.21 yds³
CIRCUMFERENCE DIMENSION - WIDTH	(W)	18.0"
CIRCUMFERENCE DIMENSION - HEIGHT	(X)	30.0"
BASE SLAB DIMENSION - HEIGHT	(Y)	12.0"
BASE SLAB DIMENSION - LENGTH & WIDTH	(Z)	96.0"

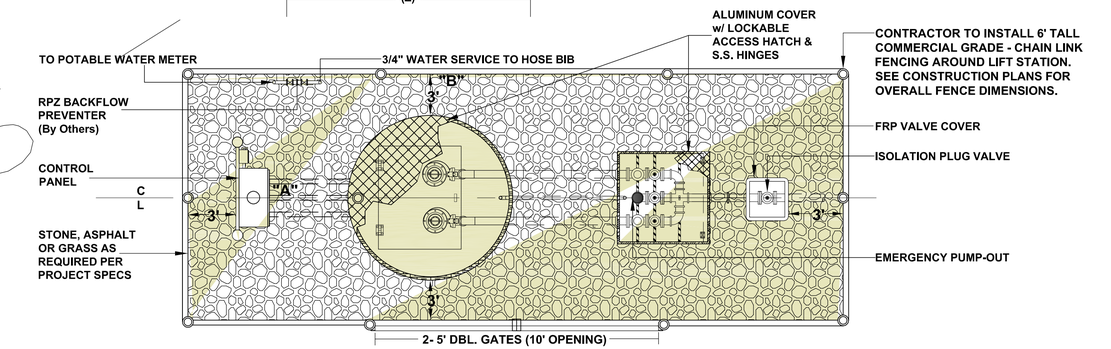


NOTE: CONTRACTOR MUST SUPPLY INFORMATION SIGN AT START-UP.

LIFT STATION WILL BE PRIVATELY OWNED AND MAINTAINED

PRIOR TO START-UP, OWNER MUST HAVE A MINIMUM 1 YR. PREVENTIVE MAINTENANCE CONTRACT WITH A REPUTABLE LIFT STATION MAINTENANCE COMPANY.

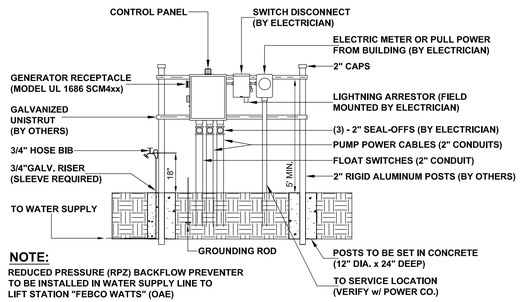




NOTE: PUMP CONTROL PANEL SHALL BE LOCATED A MIN. OF 3 FEET FROM WET WELL PERIMETER AT POINT "A" OR "B"

ELECTRICIAN NOTES:

1. DRAWING NOT TO SCALE
2. ALL ELECTRICAL WORK SHALL BE IN ACCORDANCE WITH LOCAL CODES
3. ELECTRICIAN TO INSTALL SWITCH DISCONNECT & LIGHTNING ARRESTOR
4. CONTRACTOR SHALL VERIFY POWER SUPPLY PRIOR TO ORDERING EQUIPMENT
5. NEUTRAL TO BE SUPPLIED FOR 3Φ/208-230V OR 1Φ/208-230V
6. EXCEPT FOR THE CONTROL PANEL, ALL EQUIPMENT AND COMPONENTS BY OTHERS



NOTE:
REDUCED PRESSURE (RPZ) BACKFLOW PREVENTER TO BE INSTALLED IN WATER SUPPLY LINE TO LIFT STATION "FEBCO WATTS" (OAE)

ELECTRICAL RISER FOR ILLUSTRATION PURPOSES ONLY

For Lift Station Proposal: Please Contact Chris Janz (407) 265-9963 c.janz@rileyandco.com

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RILEY & COMPANY

REV/DATE	BY
8-25-25 AS PER CITY	M.C.
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DETAILS AND NOTES
FOR
CAMBRIA SUITES AT OCOEE

OCOEE, FLORIDA

926 MAGUIRE ROAD

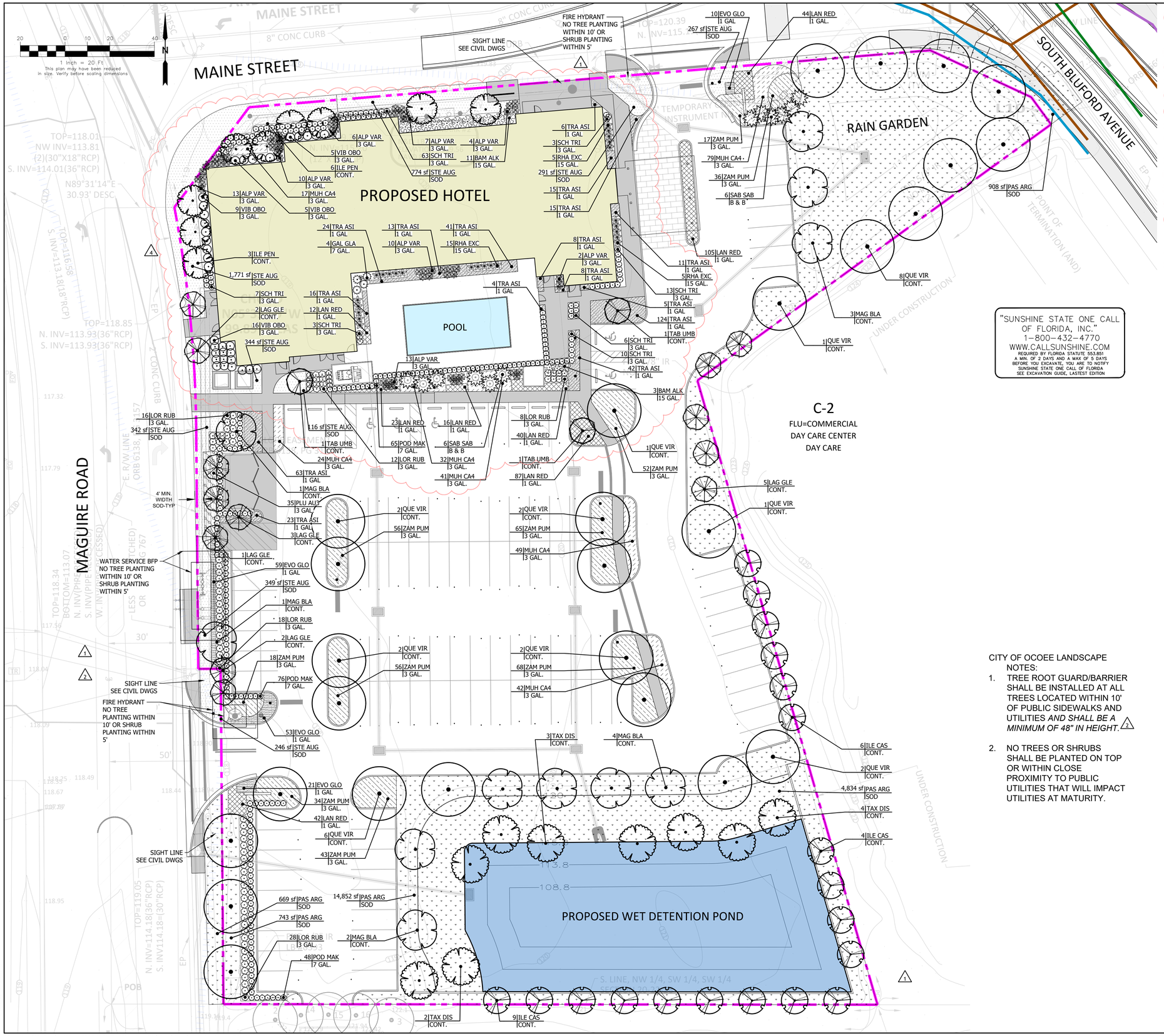
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MITCH COLLINS, P.E. # 94608
STATE OF FLORIDA, Reg # 94608

DATE

MITCH COLLINS ENGINEERING, INC.
801 CRESTVIEW DRIVE, SUITE 2 ★ ALTAMONTE SPRINGS, FL 32701
CERT. OF AUTH. # 30393557 ★ 407.448.8977
mc@mitchcollinspe.com

DRAWN BY:	M.C.
CHECKED BY:	M.C.
DATE:	10-25-23
SCALE:	N.T.S.
JOB NO:	223-020
SHEET NO:	C-11 OF C-11



CAMBRIA SUITES HOTEL "NATIVE PLANTS PER LDC ARTICLE 6-10G"
(40% of each category must be native) 04 11 2025

Trees	Quantity			Common Name
MAG BLA	11	11	native	SOUTHERN MAGNOLIA
QUE VIR	27	27	native	SOUTHERN LIVE OAK
TAX DIS	9	9	native	BALD CYPRESS
ILE CAS	19	19	native	DAHOON HOLLY
ILE PEN	9	9	native	WEEPING YOUPON HOLLY
LAG GLE	13			WHITE CRAPE MYRTLE
TAB UMB	3			YELLOW TRUMPET TREE
SAB SA2	12	12	native	SABAL PALM
	103	87	**84%**	**TREES ARE NATIVE**

Shrubs	Quantity			Common Name
ALP VAR	65			VARIEGATED SHELL GINGER
BAM ALK	14			HEDGE BAMBOO
GAL GLA	4	4	native	THRYALLIS
LOR RUB	82			REDLEAF CHINESE FRINGE BUSH
POD MAK	189			SHRUBBY YEW
RHA EXC	25			LADY PALM
SCH TRI	105			SCHEFFLERA TRINETTE
VIB OBO	35	35	native	WALTER'S VIBURNUM
PLU AU3	35			BLUE PLUMBAGO
ZAM PUM	445	445	native	COONTIE
	999	484	**48%**	**SHRUBS AND VINES ARE NATIVE**

Groundcovers	Quantity			Common Name
EVO GLO	143			BLUE DAZE
LAN RED	369	369	native	BLOOMIFY RED LANTANA
MUH CA4	284	284	native	PINK MUHLY GRASS
TRA ASI	418			DWARF ASIAN JASMINE
	1214	653	**54%**	**GROUNDCOVERS ARE NATIVE**

PLANT SCHEDULE

SYMBOL	CODE	BOTANICAL / COMMON NAME
CANOPY TREES		
	MAG BLA	MAGNOLIA GRANDIFLORA `D.D. BLANCHARD` TM SOUTHERN MAGNOLIA
	QUE VIR	QUERCUS VIRGINIANA SOUTHERN LIVE OAK
	TAX DIS	TAXODIUM DISTICHUM BALD CYPRESS
UNDERSTORY TREES		
	ILE CAS	ILEX CASSINE DAHOON HOLLY
	ILE PEN	ILEX VOMITORIA `PENDULA` WEEPING YAUPON HOLLY
	LAG GLE	LAGERSTROEMIA INDICA `GLENDORA WHITE` GLENDORA WHITE CRAPE MYRTLE-STANDARD
	TAB UMB	TABEBUIA UMBELLATA YELLOW TRUMPET TREE
PALM TREES		
	SAB SAB	SABAL PALMETTO CABBAGE PALMETTO
SHRUBS		
	ALP VAR	ALPINIA ZERUMBET `VARIEGATA` VARIEGATED SHELL GINGER
	BAM ALK	BAMBUSA GLAUCESCENS HEDGE BAMBOO
	GAL GLA	GALPHIMIA GLAUCA THRYALLIS
	LOR RUB	LOROPETALUM CHINENSE VAR. RUBRUM RUBY REDLEAF CHINESE FRINGE BUSH
	POD MAK	PODOCARPUS MACROPHYLLUS MAKI SHRUBBY YEW
	RHA EXC	RHAPIS EXCELSA LADY PALM
	SCH TRI	SCHEFFLERA ARBORICOLA `TRINETTE` SCHEFFLERA
	VIB OBO	VIBURNUM OBOVATUM WALTER`S VIBURNUM
SHRUB AREAS		
	PLU AU3	PLUMBAGO AURICULATA BLUE PLUMBAGO
	ZAM PUM	ZAMIA PUMILA COONTIE
GROUND COVERS		
	EVO GLO	EVOLVULUS GLOMERATUS BLUE DAZE
	LAN RED	LANTANA BLOOMIFY RED BLOOMIFY RED LANTANA
	MUH CA4	MUHLENBERGIA CAPILLARIS PINK MUHLY GRASS
	TRA ASI	TRACHELOSPERMUM ASIATICUM `MINIMA` DWARF JASMINE
SOD		
	PAS ARG	PASPALUM NOTATUM `ARGENTINE` BAHIA GRASS
	STE AUG	STENOTAPHRUM SECUNDATUM `FLORITAM` FLORITAM ST. AUGUSTINE SOD

MD MagleyDesign
Landscape Architecture
Site Planning
Project Management
1817 E. Washington Street • Orlando, FL 32803 • 407.758.9456

REGISTERED LANDSCAPE ARCHITECT M. KATHERINE MAGLEY 1375 STATE OF FLORIDA
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MARY KATHERINE MAGLEY, RLA #0001375

Digitally signed by MARY K MAGLEY
Date: 2025.04.14 14:02:11 -04'00'

Site Engineering Manager
St. of Florida Lic. No.: LA 0001375

REVISIONS

REVISION NUMBER	REVISION DESCRIPTION	REVISION DATE
1	CITY COMMENTS	05/28/2024
2	CITY COMMENTS	07/30/2024
4	OWNERS CHANGES	04/14/2025

ISSUED

NOVEMBER 16, 2023	PRELIMINARY SITE PLAN

CAMBRIA SUITES AT OCOEE
924 Maguire RD Ocoee, FL 34761
Maguire Holding Group

PLANTING PLAN

CONSTRUCTION PLANS

PROJECT NUMBER:	MD#2328
DATE:	NOVEMBER 14, 2023
DRAWN BY:	MD
CHECKED BY:	MKM

SCALE AS INDICATED

L1

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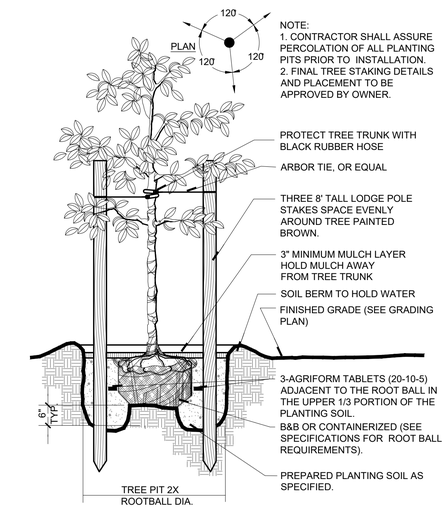
G:\My Drive\Projects\2328 CAMBRIA SUITES OCOEE Mc 2023\Acad\Dwgs\2328 Landscape CONSTRUCTION Set.dwg

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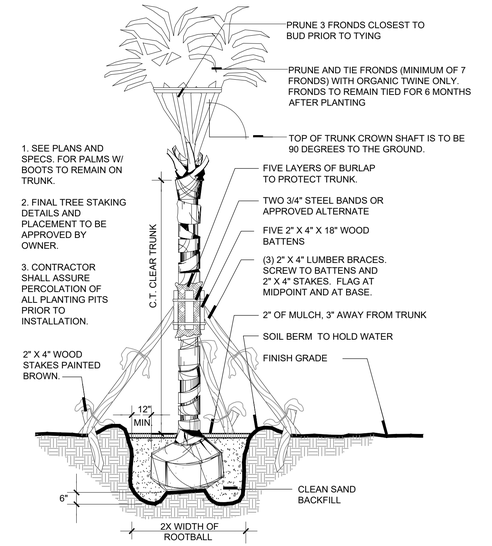
TYPICAL LANDSCAPE NOTES:

1. ALL TREE CALIPER SIZES NOTED ARE MINIMUM. INCREASE SIZE OR ANY OTHER SPECIFICATIONS AS REQUIRED, PROVIDING MINIMUM PLANT SIZE AND SPECIFICATIONS.
2. ALL CONTAINER SIZES NOTED ARE MINIMUM. INCREASE SIZE OF POT AS REQUIRED, PROVIDING MINIMUM PLANT SIZE AND SPECIFICATIONS. ALL HEIGHT AND SPREAD SPECIFICATIONS ARE MINIMUM.
3. SHRUB AND GROUNDCOVER BED QUANTITIES ARE INDICATED FOR EACH PLANT BED. ALL PLANT QUANTITIES FOR PROPOSALS SHALL BE DERIVED SOLELY FROM DRAWINGS AND SPECIFICATIONS.
4. SHRUB AND GROUND COVER SPACING IS INDICATED ON THE PLANT LIST AND SHALL APPLY FOR ALL "MASS PLANTING" BEDS.
5. OWNERS REPRESENTATIVE MUST TAG AN EXAMPLE OF EACH PALM SPECIES ACCORDING TO THE SPECIFICATIONS IN THE PLANT LIST.
6. SEE PLANT LIST DETAILS AND SPECIFICATIONS FOR FURTHER PLANTING INFORMATION.
7. LOCATION OF ALL UTILITIES AND BASE INFORMATION IS APPROXIMATE. CONTRACTOR SHALL VERIFY ALL UNDERGROUND UTILITIES AND OBSTRUCTIONS AND COORDINATE WITH OWNER'S REPRESENTATIVE PRIOR TO INITIATING INSTALLATION WORK. CONTRACTOR SHALL BE RESPONSIBLE TO REPAIR OR REPLACE ANY DAMAGE COMMITTED TO EXISTING ELEMENTS ABOVE OR BELOW GROUND TO ITS ORIGINAL CONDITION AND TO THE SATISFACTION OF THE OWNER'S REPRESENTATIVE.
8. CONTRACTOR SHALL FIELD ADJUST LOCATION OF PLANT MATERIAL AS NECESSARY TO AVOID DAMAGE TO EXISTING UNDERGROUND UTILITIES AND/OR EXISTING ABOVE GROUND ELEMENTS. ALL CHANGES REQUIRED SHALL BE COMPLETED AT THE CONTRACTOR'S EXPENSE AND SHALL BE COORDINATED WITH THE OWNER'S REPRESENTATIVE.
9. CONTRACTOR SHALL FIELD STAKE THE LOCATION OF ALL PLANT MATERIAL PRIOR TO INITIATING INSTALLATION FOR THE REVIEW AND APPROVAL OF THE LANDSCAPE ARCHITECT OR OWNER'S REPRESENTATIVE. THE LOCATION OF ALL PLANT MATERIAL IS SUBJECT TO FIELD CHANGE.
10. LANDSCAPE CONTRACTOR SHALL COORDINATE THEIR WORK WITH THE IRRIGATION CONTRACTOR AND ALL OTHER TRADES.
11. LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL HAND WATERING AS REQUIRED UNTIL PLANT MATERIALS ARE WELL ESTABLISHED, TO SUPPLEMENT IRRIGATION WATERING AND RAINFALL.
12. THE CONTRACTOR SHALL BE RESPONSIBLE FOR HAND WATERING IN ALL LANDSCAPE AREAS WHERE THE EXISTING OR PROPOSED IRRIGATION IS FOR WHATEVER REASON NOT OPERATING OR NOT OPERATING CORRECTLY.
13. CONTRACTOR SHALL CLEAN THE WORK AREAS AT THE END OF EACH WORKING DAY. RUBBISH AND DEBRIS SHALL BE COLLECTED AND DEPOSITED AS DIRECTED DAILY. ALL MATERIALS, PRODUCTS, AND EQUIPMENT SHALL BE STORED IN AN ORGANIZED FASHION AS DIRECTED BY THE OWNER OR OWNER'S REPRESENTATIVE.
14. ALL PLANT MATERIAL SHALL BE IN FULL AND STRICT ACCORDANCE WITH FLORIDA NO. 1 GRADE, ACCORDING TO THE "GRADES AND STANDARDS FOR NURSERY PLANTS" PUBLISHED BY THE FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES, CURRENT EDITION.
15. CONTRACTOR SHALL REMOVE EXISTING SOD AND/OR VEGETATION IN ALL AREAS TO BE PLANTED WITH SHRUB/GROUNDCOVERS AND/OR ALL AREAS TO BE MULCHED.
16. CONTRACTOR SHALL REPLACE SOD IN ALL AREAS WHERE EXISTING VEGETATION IS REMOVED OR RELOCATED, WHERE EXISTING LAWN AREAS ARE DAMAGED BY HIS WORK, AND WHERE NEW VEGETATION IS INSTALLED (UNLESS OTHERWISE NOTED ON PLANS) WITH SAME GRASS SPECIES TO THE SATISFACTION OF THE OWNER'S REPRESENTATIVE. CONTRACTOR SHALL BE RESPONSIBLE FOR FINISH GRADING ALL SUCH AREAS TO BLEND BOTH ELEVATIONS AND SOD INTO EXISTING SURROUNDING LAWN AREAS.
17. THE CONTRACTOR SHALL BEAR ALL COSTS OF TESTING OF SOILS, AMENDMENTS, ETC. ASSOCIATED WITH THE WORK AND INCLUDED IN THE SPECIFICATIONS. PRIOR TO COMMENCEMENT OF THE LANDSCAPING WORK. FOR EVERY BLOCK SECTION OF STREET THE CONTRACTOR SHALL PROVIDE COMPLETE SOIL TESTS FOR AT LEAST THREE AREAS UNDISTURBED BY PREVIOUS WORK AND TWO AREAS DISTURBED AND/OR REFILLED. SEE SPECIFICATIONS FOR ADDITIONAL TESTING REQUIREMENTS.
18. THE CONTRACTOR SHALL PROVIDE UNIT PRICES AS REQUESTED WHICH INCLUDE THE TOTAL COST OF THE WORK INCLUDING BUT NOT LIMITED TO ANY AND ALL COSTS FOR EQUIPMENT, MATERIAL, PRODUCTS, OVERHEAD, PROFIT, GUARANTEES, LABOR, INSTALLATION, ETC. TO PROVIDE A COMPLETE JOB AS OUTLINED ON THE DRAWINGS. THE OWNER SHALL HAVE THE OPTION TO ADD OR DEDUCT FROM THE LUMP SUM BID CONTRACT AMOUNT, BASED ON THE QUOTED UNIT PRICES FOR ANY OR THE ITEMS LISTED IN THE "PLANT LIST".
19. CONTRACTOR SHALL PROTECT EXISTING VEGETATION TO REMAIN BY MEANS APPROVED BY THE OWNER/OWNER'S REPRESENTATIVE AND AS DETAILED IN THE DRAWINGS.
20. CONTRACTOR SHALL CLEAN, PRUNE, AND SHAPE EDGES OF EXISTING VEGETATION AS DIRECTED BY OWNER'S REPRESENTATIVE. CREATE SMOOTH BED LINES AROUND EXISTING VEGETATION.
21. CONTRACTOR AND EMPLOYEE VEHICLE PARKING SHALL BE COORDINATED WITH THE OWNER OR OWNER'S REPRESENTATIVE. SHUTTLING OF EMPLOYEES TO THE PROJECT AREAS SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR. CONTRACTOR SHALL NOT DISRUPT OR CONFLICT IN ANY WAY WITH EXISTING TRAFFIC.
22. CONSTRUCTION ACCESS SHALL BE INDICATED BY THE OWNER. COORDINATION OF HEAVY EQUIPMENT AND MATERIALS SHALL BE THE CONTRACTOR'S RESPONSIBILITY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR SCHEDULING AND COORDINATION OF WORK WITH OTHER TRADES AND THE OWNER OR OWNER'S REPRESENTATIVE.
23. THE CONTRACTOR SHALL TAKE WHATEVER MEANS THAT MAY BE NECESSARY TO FULLY UNDERSTAND ALL THE ACCESS ROUTES AND CONSTRUCTION SCHEDULES IN ORDER TO PROVIDE A COMPLETE AND FINISHED PROJECT ON SCHEDULE.
24. MINI PINE BARK NUGGET MULCH OR APPROVED EQUAL SHALL BE USED (CYPRESS MULCH NOT ALLOWED).

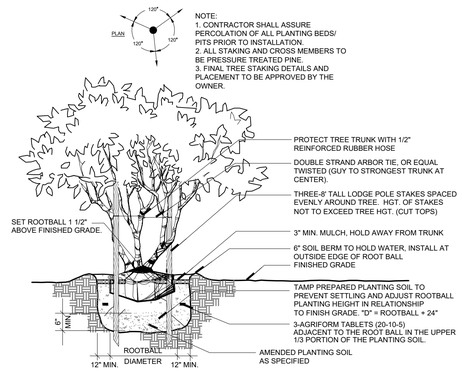
1 LANDSCAPE NOTES



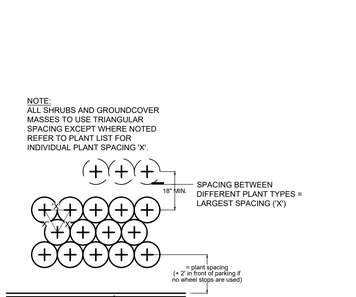
2 TREE PLANTING DETAIL



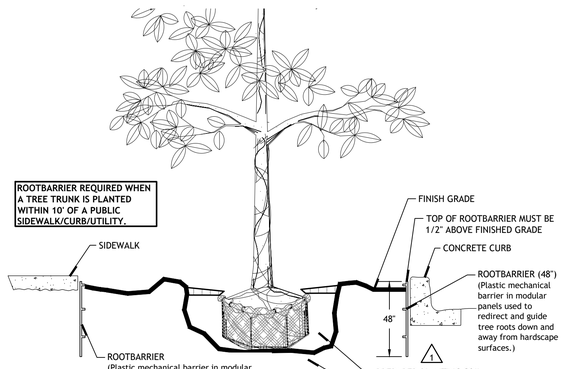
5 TYPICAL PALM PLANTING DETAIL



3 TYPICAL MULTITRUNK TREE PLANTING DETAIL



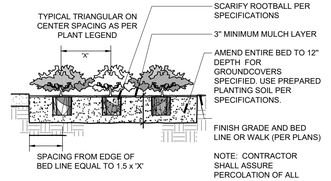
4 TYPICAL PLANT SPACING DETAIL



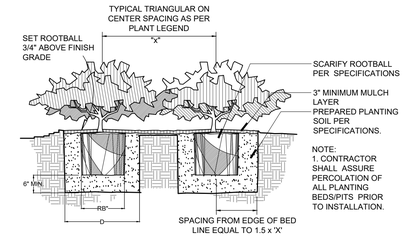
ROOT BARRIER

NOTES:
1. Manufactured by DeepRoot Green Infrastructure, LLC. (DeepRoot), 530 Washington Street, San Francisco, CA 94111; 800.458.7668; fax 800.277.7668; www.deeproot.com OR APPROVED EQUAL
2. 48" TOTAL Depth, MAY COMBINE TO GET TOT 48"
   a. Material: black, recyclable, injection molded panel manufactured with 75% reprocessed polypropylene with added ultraviolet inhibitors.
   b. Dimensions: 0.075" (1.90 mm) wall thickness in modules 24" (609 mm) long and 48" TOTAL depth.
   c. Additional specifications:
      1. 3/8" (9.53mm) wide integral molded 0.060" (1.52mm) thickness double top edge with stiffening ribs; bottom edge attached to vertical root deflecting ribs.
      2. Integral molded vertical root directing ribs; 0.060" (1.52mm) thickness by 1/2" (12.7mm) deep spaced at 6" (152mm) O.C.
      3. Integral molded horizontal anti-lift ground lock tabs; 0.060" (1.52mm) thickness by 2-1/4" (57.15mm) long by 3/8" (9.53mm) wide; minimum nine per panel.
      4. Integral zipper joining system for panel connections.
3. Linear Applications
   a. For installation along linear applications of hardscape or underground piping:
      1. Assemble the appropriate number of root barrier panels using Zipper Joining System.
      2. Trench immediately adjacent to hardscape or hand dig along existing piping to the appropriate depth for installation of specified root barrier so that top of barrier is ½"-1" (12.7mm to 25.4mm) above finished soil grade.
      3. Place root barrier in trench, vertical ribs facing toward planting area and tree roots.
      4. Where possible, use hardscape as a guide for root barrier alignment.
      5. Backfill adjacent planting soil against the root barrier to promote clean fit to hardscape. Fill to finish grade per project specifications.

N.T.S.



6 TYPICAL GROUNDCOVER PLANTING DETAIL



7 TYPICAL SHRUB PLANTING DETAIL

CITY OF OCOEE LANDSCAPE NOTES:

1. TREE ROOT GUARD/BARRIER SHALL BE INSTALLED AT ALL TREES LOCATED WITHIN 10' OF PUBLIC SIDEWALKS AND UTILITIES *AND SHALL BE A MINIMUM OF 48" IN HEIGHT.* (2)
2. NO TREES OR SHRUBS SHALL BE PLANTED ON TOP OR WITHIN CLOSE PROXIMITY TO PUBLIC UTILITIES THAT WILL IMPACT UTILITIES AT MATURITY.

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1-800-432-4770
WWW.CALLSUNSHINE.COM
REQUIRED BY FLORIDA STATUTE 553.851
A MIN. OF 2 DAYS AND A MAX OF 5 DAYS BEFORE YOU EXCAVATE, YOU ARE TO NOTIFY SUNSHINE STATE ONE CALL OF FLORIDA
SEE EXCAVATION GUIDE, LASTEST EDITION

PLANT SCHEDULE CAMBRIA HOTEL

SYMBOL	CODE	QTY	BOTANICAL / COMMON NAME	CONT.	CAL	SPECIFICATION	WATER USAGE	NATIVE	
CANOPY TREES									
	MAG BLA	11	MAGNOLIA GRANDIFLORA `D.D. BLANCHARD` TM SOUTHERN MAGNOLIA SINGLE, STRAIGHT TRUNK, FULL	CONT.	3.5" CAL	10` H X 4` S	LOW-MEDIUM	YES	
	QUE VIR	27	QUERCUS VIRGINIANA SOUTHERN LIVE OAK SINGLE, STRAIGHT TRUNK, FULL	CONT.	3.5" CAL	10-12` HT X 4-6` SPR	LOW-MEDIUM	YES	
	TAX DIS	9	TAXODIUM DISTICHUM BALD CYPRESS SINGLE, STRAIGHT TRUNK, FULL	CONT.	3.5" CAL	10` H X 5` S	LOW-HIGH	YES	
UNDERSTORY TREES									
	ILE CAS	19	ILEX CASSINE DAHOON HOLLY SINGLE, STRAIGHT TRUNK, FULL	CONT.	2.5" CAL	8` H X 3` S	MEDIUM-HIGH	YES	
	ILE PEN (2)	9	ILEX VOMITORIA `PENDULA` WEEPING YAUPON HOLLY FULL	CONT.	2.5" CAL	8` H X 3` S	MEDIUM	YES	
	LAG GLO (2)	13	LAGERSTROEMIA INDICA `GLENDORA WHITE` GLENDORA WHITE CRAPE MYRTLE-STANDARD SINGLE-TRUNK, FULL	CONT.	2.5" CAL	8` H X 3` S	LOW-MEDIUM	NO	
	TAB UMB	3	TABEBUIA UMBELLATA YELLOW TRUMPET TREE SINGLE, STRAIGHT TRUNK, FULL	CONT.	2.5" CAL	8` H X 3` S	LOW	NO	
PALM TREES									
	SAB SAB	12 (4)	SABAL PALMETTO CABBAGE PALMETTO HEAVY TRUNK, 8' HT MIN UP TO 20' HT	B & B	14" CAL	VARY HEIGHTS	MEDIUM	YES	
SYMBOL	CODE	QTY	BOTANICAL / COMMON NAME	CONT.	-	SPECIFICATION	WATER USAGE	NATIVE	SPACING
SHRUBS									
	ALP VAR	65 (4)	ALPINIA ZERUMBET `VARIEGATA` VARIEGATED SHELL GINGER FULL	3 GAL.		13"X18"	LOW-MEDIUM	NO	42" o.c.
	BAM ALK	14 (4)	BAMBUSA GLAUCESCENS HEDGE BAMBOO 6 MIN CULMS PER POT	15 GAL.		8-10FT HT	LOW-MEDIUM	NO	60" o.c.
	GAL GLA	4	GALPHIMIA GLAUCA THRYALLIS FULL	7 GAL.		15"-18" OA	LOW-MEDIUM	YES	48" o.c.
	LOR RUB	82 (4)	LOROPETALUM CHINENSE VAR. RUBRUM RUBY REDLEAF CHINESE FRINGE BUSH FULL	3 GAL.		14" H X 16" S	LOW	NO	36" o.c.
	POD MAK	189 (4)	PODOCARPUS MACROPHYLLUS MAKI SHRUBBY YEW FULL	7 GAL.		36" HT MIN	LOW-MEDIUM	NO	42" o.c.
	RHA EXC	25 (4)	RHAPIS EXCELSA LADY PALM FULL HEAD	15 GAL.		4` H MIN	LOW	NO	42" o.c.
	SCH TRI	105 (4)	SCHEFFLERA ARBORICOLA `TRINETTE` SCHEFFLERA FULL	3 GAL.		16" H X 16" S	LOW-MEDIUM	NO	30" o.c.
	VIB OBO	35 (4)	VIBURNUM OBOVATUM WALTER`S VIBURNUM FULL	3 GAL.		14" H X 12" S	LOW	YES	48" o.c.
SHRUB AREAS									
	PLU AU3	35	PLUMBAGO AURICULATA BLUE PLUMBAGO FULL	3 GAL.		18" H X 18" S	LOW	NO	30" o.c. (1)
	ZAM PUM (2)	445	ZAMIA PUMILA COONTIE FULL	3 GAL.		12" H X 12" S	LOW	YES	30" o.c.
GROUND COVERS									
	EVO GLO	143	EVOLVULUS GLOMERATUS BLUE DAZE FULL	1 GAL		10" H X 12" S	LOW	NO	18" o.c.
	LAN RED (2)	366 (4)	LANTANA BLOOMIFY RED BLOOMIFY RED LANTANA FULL	1 GAL.		6" O.A.	LOW	YES	18" o.c.
	MUH CA4	284 (4)	MUHLENBERGIA CAPILLARIS PINK MUHLY GRASS FULL	3 GAL.		22" H X 18" S	LOW-HIGH	YES	24" o.c.
	TRA ASI	418 (4)	TRACHELOSPERMUM ASIATICUM `MINIMA` DWARF JASMINE FULL, 5 RUNNERS MIN.	1 GAL		10" H X 12" S	LOW-MED	NO	18" o.c.
SOD									
	PAS ARG	22,006 SF	PASPALUM NOTATUM `ARGENTINE` BAHIA GRASS CLEAN AND WEED FREE	SOD		PALLET	N/A	NO	
	STE AUG (2)	4,500 SF (4)	STENOTAPHRUM SECUNDATUM `FLORITAM` FLORITAM ST. AUGUSTINE SOD CLEAN AND WEED FREE	SOD		PALLET	MEDIUM	NO	

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REGISTERED LANDSCAPE ARCHITECT MARY KATHERINE MAGLEY 1375 STATE OF FLORIDA

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MARY KATHERINE MAGLEY, FLA #0001375

Digitally signed by MARY K MAGLEY
Date: 2025.04.14 14:01:58 -04'00'
Mary Katherine Magley
LA0001375 FLA 0001375

REVISIONS		
REVISION NUMBER	REVISION DESCRIPTION	REVISION DATE
1	CITY COMMENTS	05/28/2024
2	CITY COMMENTS	07/30/2024
4	OWNERS CHANGES	04/14/2025

ISSUED	
NOVEMBER 16, 2023	PRELIMINARY SITE PLAN

CAMBRIA SUITES AT OCOEE
924 Maguire RD Ocoee, FL 34761
Maguire Holding Group

PLANTING SCHEDULE, NOTES AND DETAILS

CONSTRUCTION PLANS

PROJECT NUMBER:	MD#2328
DATE:	NOVEMBER 14, 2023
DRAWN BY:	MD
CHECKED BY:	MKM

SCALE AS INDICATED

L2

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20 0 10 20 40

1 Inch = 20 Ft
This plan may have been reduced in size. Verify before scaling dimensions

N

MAINE STREET

8" CONC CURB

2' CONC CURB

PROPOSED HOTEL

POOL

RAIN GARDEN

SOUTH BIGFORD AVENUE

UNDER CONSTRUCTION

C-2
FLU=COMMERCIAL
DAY CARE CENTER
DAY CARE

PROPOSED WET DETENTION POND

FUTURE CONNECTION WHEN RECLAIMED BECOMES AVAILABLE THIS WILL BE THE POC

LOCATE LATERAL LINE IN LANDSCAPE AREA

LOCATE MAIN LINE IN LANDSCAPE AREA BEHIND SIDEWALK

LOCATE MAIN LINE IN LANDSCAPE AREA BEHIND BOC

CONTROLLER AND RAIN SENSOR COORDINATE POWER TO CONTROLLER WITH GC

4' MIN. WIDTH SOD-TYP

METER AND BFP REFER TO CIVIL DWGS LOCATED IN LANDSCAPED AREA

1	1½"	20.4
2	1½"	22.7
3	1½"	21.3
4	1½"	13.6
5	1½"	22.9
6	1½"	15.5
7	1"	8.3
8	2"	30.5

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TO AVOID OVERSPRAY, NO AREAS LESS THAN 4' WIDE SHALL BE IRRIGATED WITH SPRAY HEADS OR ROTORS.

CITY OF OCOEE LANDSCAPE NOTES:

1. TREE ROOT GUARD/BARRIER SHALL BE INSTALLED AT ALL TREES LOCATED WITHIN 10' OF PUBLIC SIDEWALKS AND UTILITIES *AND SHALL BE A MINIMUM OF 48" IN HEIGHT.* 2
2. NO TREES OR SHRUBS SHALL BE PLANTED ON TOP OR WITHIN CLOSE PROXIMITY TO PUBLIC UTILITIES THAT WILL IMPACT UTILITIES AT MATURITY.

CITY OF OCOEE IRRIGATION NOTES:

1. IRRIGATION SYSTEM DESIGN AND INSTALLATION SHALL COMPLY WITH CHAPTER 175 OF CITY CODE.
2. FINAL IRRIGATION PLAN APPROVAL DOES NOT PROVIDE EXEMPTION FROM CITY OF OCOEE CODE OF ORDINANCES CHAPTER 175 LANDSCAPE IRRIGATION REQUIREMENTS. ANY DEVIATIONS MUST BE APPROVED IN WRITING PRIOR TO CONSTRUCTION.
3. THIS PROJECT, INCLUDING BOTH HORIZONTAL AND VERTICAL CONSTRUCTION, SHALL INCORPORATE WATERSENSE PLUMBING FIXTURES AND ENERGY STAR APPLIANCES AS REQUIRED BY CHAPTER 175 OF THE CITY OF OCOEE'S CODE OF ORDINANCES.
4. THERE SHALL BE A MINIMUM OF FOUR (4) INCHES BETWEEN DISTRIBUTION EQUIPMENT AND PAVEMENT.
5. NO TREES OR SHRUBS SHALL BE PLACED ON TOP OF OR IN CLOSE PROXIMITY TO PUBLIC UTILITIES THAT WILL IMPACT UTILITIES AT PLANT MATURITY.
6. DEVELOPER/CONTRACTOR SHALL COORDINATE WITH UTILITIES DEPARTMENT FOR WATER CONSERVATION INSPECTION OF PLUMBING AND IRRIGATION SYSTEM BY CALLING 407.905.3159.
7. A LETTER OF CERTIFICATION OF THE DESIGN FOR THE IRRIGATION SYSTEM FOR OCOEE RETAIL SHALL BE SUBMITTED AS REQUIRED. AN IRRIGATION DESIGN PROFESSIONAL FOLLOWED CHAPTER 175 FOR THE DESIGN OF THIS PROJECT.
8. TREE ROOT GUARD/BARRIER SHALL BE INSTALLED AT ALL TREES LOCATED WITHIN 10' OF PUBLIC SIDEWALKS AND UTILITIES.

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REGISTERED LANDSCAPE ARCHITECT
M. KATHERINE MAGLEY
1375
STATE OF FLORIDA

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MARY KATHERINE MAGLEY, RLA #0001375

Digitally signed by MARY K MAGLEY
Date: 2025.04.14 14:01:47 -04'00'

Landscape Architect: Mary Katherine Magley
State of Florida Lic. No.: LA 0001375

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IRRIGATION PLAN

CONSTRUCTION PLANS

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CHECKED BY:	MKM

SCALE AS INDICATED

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CRITICAL ANALYSIS

Generated: 2025-04-14 11:53

P.O.C. NUMBER: 01
Water Source Information:

FLOW AVAILABLE
Water Meter Size: 1-1/2"
Flow Available 75 GPM

PRESSURE AVAILABLE
Static Pressure at POC: 45 PSI
Elevation Change: 0.00 ft
Service Line Size: 2"
Length of Service Line: 5 ft
Pressure Available: 45 PSI

DESIGN ANALYSIS
Maximum Station Flow: 30.5 GPM
Flow Available at POC: 75 GPM
Residual Flow Available: 44.5 GPM

Critical Station: 2
Design Pressure: 30 PSI
Friction Loss: 3.34 PSI
Fittings Loss: 0.33 PSI
Elevation Loss: 0 PSI
Loss through Valve: 0 PSI
Pressure Req. at Critical Station: 33.7 PSI
Loss for Fittings: 0.14 PSI
Loss for Main Line: 1.42 PSI
Loss for POC to Valve Elevation: 0 PSI
Loss for Backflow: 2.53 PSI
Loss for Water Meter: 1.07 PSI
Critical Station Pressure at POC: 38.8 PSI
Pressure Available: 45 PSI
Residual Pressure Available: 6.18 PSI

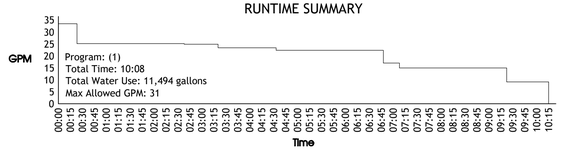
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WATERING SCHEDULE

NUMBER	MODEL	TYPE	PRECIP	IN./WEEK	MIN./WEEK	GAL./WEEK	GAL./DAY
1	RAIN BIRD XCZ-150-LCDR	AREA FOR DRIPLINE	0.45 in/h	1	133	2,708	
2	RAIN BIRD PESB-NP-HAN-PRS-D	TURF SPRAY	1.43 in/h	1	43	976	
3	RAIN BIRD PESB-NP-HAN-PRS-D	TURF SPRAY	0.83 in/h	1	73	1,555	
4	RAIN BIRD XCZ-150-LCDR	DRIP EMITTER	0.45 in/h	1	133	1,812	
5	RAIN BIRD XCZ-150-LCDR	AREA FOR DRIPLINE	0.45 in/h	1	133	3,044	
6	RAIN BIRD PESB-NP-HAN-PRS-D	BUBBLER	2.93 in/h	1	21	326	
7	RAIN BIRD PESB-NP-HAN-PRS-D	TURF SPRAY	1.15 in/h	1	53	440	
8	RAIN BIRD PESB-NP-HAN-PRS-D	BUBBLER	2.6 in/h	1	24	732	
		TOTALS:			613	11,592	

RUNTIME SUMMARY



4

HIGH VOLUME IRRIGATION CALCULATIONS

HIGH VOLUME IRRIGATION AREAS:
AREA OF TURF SPRAYS
[MEETS CODE-DOES NOT EXCEED 60%] **4,500 SF (30%)**

LOW VOLUME IRRIGATION AREAS:
AREA OF DRIP **10,314 SF (70%)**
[MEETS CODE-AT LEAST 40%]
14,814 SF (100%)

UNIRRIGATED LANDSCAPE AREAS:
BAHIA SOD *22,031 SF

*DOES NOT INCLUDE POND BANK BAHIA SOD

2 3

IRRIGATION SCHEDULE

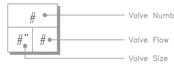
SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	ARC	PSI	GPM	RADIUS
	RAIN BIRD 1806-SAM-PRS-NP 15EST TURF SPRAY 6.0" POP-UP SPRINKLER WITH CO-MOLDED WIPER SEAL. 1/2" NPT FEMALE THREADED INLET. WITH SEAL-A-MATIC CHECK VALVE, PRESSURE REGULATING, AND NON POTABLE PURPLE CAP.	2	EST	20	0.5	4'x15'
	RAIN BIRD 1806-SAM-PRS-NP 15SST TURF SPRAY 6.0" POP-UP SPRINKLER WITH CO-MOLDED WIPER SEAL. 1/2" NPT FEMALE THREADED INLET. WITH SEAL-A-MATIC CHECK VALVE, PRESSURE REGULATING, AND NON POTABLE PURPLE CAP.	12	SST	20	1	4'x30'
	RAIN BIRD 1806-SAM-PRS-NP 08H TURF SPRAY 6.0" POP-UP SPRINKLER WITH CO-MOLDED WIPER SEAL. 1/2" NPT FEMALE THREADED INLET. WITH SEAL-A-MATIC CHECK VALVE, PRESSURE REGULATING, AND NON POTABLE PURPLE CAP.	11	180	20	0.42	6'
	RAIN BIRD 1806-SAM-PRS-NP 08Q TURF SPRAY 6.0" POP-UP SPRINKLER WITH CO-MOLDED WIPER SEAL. 1/2" NPT FEMALE THREADED INLET. WITH SEAL-A-MATIC CHECK VALVE, PRESSURE REGULATING, AND NON POTABLE PURPLE CAP.	4	90	20	0.21	6'
	RAIN BIRD 1806-SAM-PRS-NP 10H TURF SPRAY 6.0" POP-UP SPRINKLER WITH CO-MOLDED WIPER SEAL. 1/2" NPT FEMALE THREADED INLET. WITH SEAL-A-MATIC CHECK VALVE, PRESSURE REGULATING, AND NON POTABLE PURPLE CAP.	5	180	20	0.65	8'
	RAIN BIRD 1806-SAM-PRS-NP 10Q TURF SPRAY 6.0" POP-UP SPRINKLER WITH CO-MOLDED WIPER SEAL. 1/2" NPT FEMALE THREADED INLET. WITH SEAL-A-MATIC CHECK VALVE, PRESSURE REGULATING, AND NON POTABLE PURPLE CAP.	12	90	20	0.33	8'
	RAIN BIRD 1806-SAM-PRS-NP 12H TURF SPRAY 6.0" POP-UP SPRINKLER WITH CO-MOLDED WIPER SEAL. 1/2" NPT FEMALE THREADED INLET. WITH SEAL-A-MATIC CHECK VALVE, PRESSURE REGULATING, AND NON POTABLE PURPLE CAP.	5	180	20	1.05	10'
	RAIN BIRD 1806-SAM-PRS-NP 15H TURF SPRAY 6.0" POP-UP SPRINKLER WITH CO-MOLDED WIPER SEAL. 1/2" NPT FEMALE THREADED INLET. WITH SEAL-A-MATIC CHECK VALVE, PRESSURE REGULATING, AND NON POTABLE PURPLE CAP.	2	180	20	1.5	12'
	RAIN BIRD 1806-SAM-PRS-NP 15Q TURF SPRAY 6.0" POP-UP SPRINKLER WITH CO-MOLDED WIPER SEAL. 1/2" NPT FEMALE THREADED INLET. WITH SEAL-A-MATIC CHECK VALVE, PRESSURE REGULATING, AND NON POTABLE PURPLE CAP.	1	90	20	0.75	12'
	RAIN BIRD 1806-SAM-PRS-NP 08V TURF SPRAY 6.0" POP-UP SPRINKLER WITH CO-MOLDED WIPER SEAL. 1/2" NPT FEMALE THREADED INLET. WITH SEAL-A-MATIC CHECK VALVE, PRESSURE REGULATING, AND NON POTABLE PURPLE CAP.	6	ADJ	30	≤ 1.19	8'
	RAIN BIRD 1806-SAM-PRS-NP 10V TURF SPRAY 6.0" POP-UP SPRINKLER WITH CO-MOLDED WIPER SEAL. 1/2" NPT FEMALE THREADED INLET. WITH SEAL-A-MATIC CHECK VALVE, PRESSURE REGULATING, AND NON POTABLE PURPLE CAP.	5	ADJ	30	≤ 1.8	10'
	RAIN BIRD 1806-SAM-PRS-NP 12V TURF SPRAY 6.0" POP-UP SPRINKLER WITH CO-MOLDED WIPER SEAL. 1/2" NPT FEMALE THREADED INLET. WITH SEAL-A-MATIC CHECK VALVE, PRESSURE REGULATING, AND NON POTABLE PURPLE CAP.	2	ADJ	30	≤ 2.38	12'
	RAIN BIRD 1806-SAM-PRS-NP 15V TURF SPRAY 6.0" POP-UP SPRINKLER WITH CO-MOLDED WIPER SEAL. 1/2" NPT FEMALE THREADED INLET. WITH SEAL-A-MATIC CHECK VALVE, PRESSURE REGULATING, AND NON POTABLE PURPLE CAP.	1	ADJ	30	≤ 3.71	15'
	RAIN BIRD 1800-1400 FLOOD 1402 FIXED FLOW RATE (0.25-2.0GPM), FULL CIRCLE BUBBLER, 1/2" FIPT.	24	360	20	0.5	3'
	RAIN BIRD 1800-1400 FLOOD 1404 FIXED FLOW RATE (0.25-2.0GPM), FULL CIRCLE BUBBLER, 1/2" FIPT.	34	360	20	1	3'

IRRIGATION SCHEDULE

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	PSI
	RAIN BIRD XCZ-150-LCDR 1-1/2" HIGH FLOW CONTROL ZONE KIT, FOR LARGE COMMERCIAL DRIP ZONES. 1-1/2IN. PESB-R SCRUBBER GLOBE VALVE WITH SINGLE 1-1/2IN. PRESSURE REGULATING 40PSI QUICK-CHECK BASKET FILTERS. FLOW RANGE: 15-62 GPM.	3	
5.0 7.0 10.0	RAIN BIRD PCT PRESSURE COMPENSATING THREADED LOW-FLOW BUBBLERS. OFFERED IN 5 GPH, 7 GPH, AND 10 GPH MODELS, WITH 1/2IN. FPT THREADED INLET. LIGHT BROWN = 5 GPH, VIOLET = 7 GPH, AND GREEN = 10 GPH.	58	15
	AREA TO RECEIVE DRIPLINE RAIN BIRD XFD-P-06-18 (18) XFD ON-SURFACE PRESSURE COMPENSATING LANDSCAPE DRIPLINE. 0.6GPH EMITTERS AT 18.0" O.C. DRIPLINE LATERALS SPACED AT 18.0" APART, WITH EMITTERS OFFSET FOR TRIANGULAR PATTERN. UV RESISTANT. PURPLE TUBING FOR NON-POTABLE WATER. SPECIFY XF INSERT FITTINGS.	10,314 SF	20

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	
	RAIN BIRD PESB-NP-HAN-PRS-D 1-1/2" 1IN., 1-1/2IN., 2IN., 3IN. DURABLE CHLORINE-RESISTANT REMOTE CONTROL VALVE FOR RECLAIMED WATER APPLICATIONS. WITH SCRUBBER MECHANISM TECHNOLOGY, PURPLE FLOW CONTROL HANDLE, AND PRESSURE REGULATOR MODULE.	3	
	RAIN BIRD PESB-NP-HAN-PRS-D 1" 1IN., 1-1/2IN., 2IN., 3IN. DURABLE CHLORINE-RESISTANT REMOTE CONTROL VALVE FOR RECLAIMED WATER APPLICATIONS. WITH SCRUBBER MECHANISM TECHNOLOGY, PURPLE FLOW CONTROL HANDLE, AND PRESSURE REGULATOR MODULE.	1	
	RAIN BIRD PESB-NP-HAN-PRS-D 2" 1IN., 1-1/2IN., 2IN., 3IN. DURABLE CHLORINE-RESISTANT REMOTE CONTROL VALVE FOR RECLAIMED WATER APPLICATIONS. WITH SCRUBBER MECHANISM TECHNOLOGY, PURPLE FLOW CONTROL HANDLE, AND PRESSURE REGULATOR MODULE.	1	
	SUPERIOR AV-Y 3/4IN., 1IN., 1-1/4IN., 1-1/2IN., AND 2IN.. YELLOW BRASS ANGLE SHUT OFF VALVES WITH CROSS HANDLE.	2	
BF	FEBCO 765 1-1/2" PRESSURE VACUUM BREAKER, BRASS WITH BALL VALVE SOV. INSTALL 12IN. ABOVE HIGHEST DOWNSTREAM OUTLET AND THE HIGHEST POINT IN THE DOWNSTREAM PIPING.	1	
C	RAIN BIRD ESPLXMEZ 12 STATION TRADITIONALLY-WIRED, COMMERCIAL CONTROLLER. INDOOR/OUTDOOR, PLASTIC WALL-MOUNT ENCLOSURE.	1	
S	RAIN BIRD WR2-RC WIRELESS RAIN SENSOR COMBO, INCLUDES 1 RECEIVER AND 1 RAIN SENSOR TRANSMITTER.	1	
M	WATER METER 1-1/2"	1	
	IRRIGATION LATERAL LINE: PVC CLASS 160 SDR 26-NP 3/4"	2,700 LF	
	IRRIGATION LATERAL LINE: PVC CLASS 160 SDR 26-NP 1"	630.6 LF	
	IRRIGATION LATERAL LINE: PVC CLASS 160 SDR 26-NP 1 1/4"	390.3 LF	
	IRRIGATION LATERAL LINE: PVC CLASS 160 SDR 26-NP 1 1/2"	137.7 LF	
	IRRIGATION MAINLINE: PVC SCHEDULE 40-NP 1 1/2"	866.6 LF	
	IRRIGATION MAINLINE: PVC SCHEDULE 40-NP 2"	183.0 LF	
	PIPE SLEEVE: PVC SCHEDULE 40 2" SLEEVE SIZE AT LEAST 2 TIMES LATERAL RUNNING THRU IT. EXTENT 15' PAST HARDSCAPE.	342.1 LF	
	PIPE SLEEVE: PVC SCHEDULE 40 3" SLEEVE SIZE AT LEAST 2 TIMES LATERAL RUNNING THRU IT. EXTENT 15' PAST HARDSCAPE.	96.2 LF	

Valve Callout



1

VALVE SCHEDULE

NUMBER	MODEL	SIZE	TYPE	GPM	HEADS	PIPE 3/4"	PIPE 1"	PIPE 1 1/4"	PIPE 1 1/2"	DESIGN PSI	FRICTION LOSS	VALVE LOSS	PSI	PSI @ POC	PRECIP
1	RAIN BIRD XCZ-150-LCDR	1-1/2"	AREA FOR DRIPLINE	20.36	1	368.5	4.5	68.4	6.7	20	1.42	6	27.4	31.4	0.45 in/h
2	RAIN BIRD PESB-NP-HAN-PRS-D	1-1/2"	TURF SPRAY	22.69	32	243.1	82.0	19.2		30	3.67		33.7	38.8	1.43 in/h
3	RAIN BIRD PESB-NP-HAN-PRS-D	1-1/2"	TURF SPRAY	21.3	22	70.3	60.5	72.8	121.9	20	2.93		22.9	27.8	0.83 in/h
4	RAIN BIRD XCZ-150-LCDR	1-1/2"	DRIP EMITTER	13.62	7	215.8	140.9	126.5		20	3.31	6	29.3	32.8	0.45 in/h
5	RAIN BIRD XCZ-150-LCDR	1-1/2"	AREA FOR DRIPLINE	22.89	1	468.8	61.5	40.9	3.6	20	1.53	6	27.5	33.6	0.45 in/h
6	RAIN BIRD PESB-NP-HAN-PRS-D	1-1/2"	BUBBLER	15.5	18	334.8	27.5	62.5		20	1.91		21.9	26.2	2.93 in/h
7	RAIN BIRD PESB-NP-HAN-PRS-D	1"	TURF SPRAY	8.3	14	154.9	153.8			30	2.77		32.8	35.8	1.15 in/h
8	RAIN BIRD PESB-NP-HAN-PRS-D	2"	BUBBLER	30.5	40	843.4	99.8		5.6	20	4.7		24.7	33.4	2.6 in/h

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Seal

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2	CITY COMMENTS	07/30/2024
3	CITY COMMENTS	09/18/2024
4	OWNERS CHANGES	04/14/2025

ISSUED	
NOVEMBER 16, 2023	PRELIMINARY SITE PLAN

CAMBRIA SUITES AT OCOEE
924 Maguire RD Ocoee, FL 34761
Maguire Holding Group

IRRIGATION SCHEDULES

CONSTRUCTION PLANS

PROJECT NUMBER: MD#2328
DATE: NOVEMBER 14, 2023
DRAWN BY: MD
CHECKED BY: MKM

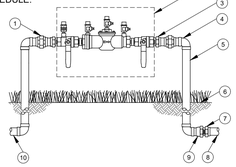
SCALE AS INDICATED

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NOTE:
1. INSTALL BACKFLOW PREVENTER AS REQUIRED BY LOCAL CODES AND HEALTH DEPARTMENT. VERIFY LOCAL REQUIREMENTS PRIOR TO INSTALLATION.
2. MODEL / MANUFACTURER TO BE AS SPECIFIED ON THE IRRIGATION SCHEDULE.

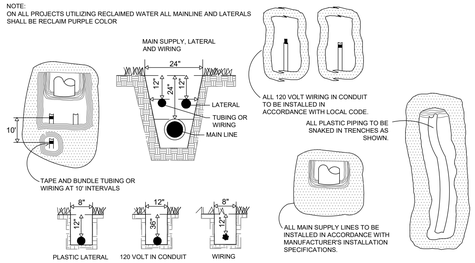


1. GALV. STEEL UNION (1 OF 2)
2. DOUBLE CHECK VALVE
3. GALV. STEEL MALE ADAPTER (1 0F 2)
4. GALV. STEEL 90° ELL (1 OF 4)
5. GALV. STEEL PIPE (TYPICAL)
6. FINISH GRADE
7. PVC MALE ADAPTER
8. IRRIGATION MAINLINE PIPE
9. GALV. STEEL FEMALE ADAPTER
10. GALV. STEEL PIPE FROM POINT-OF- CONNECTION

1 TYPICAL BACKFLOW PREVENTER DETAIL

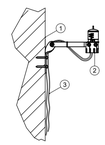
N.T.S. P-CO-41

NOTE:
ON ALL PROJECTS UTILIZING RECLAIMED WATER ALL MAINLINE AND LATERALS SHALL BE RECLAIM PURPLE COLOR



2 TYPICAL IRRIGATION TRENCHING DETAIL

1/2" = 1'-0" P-CO-45

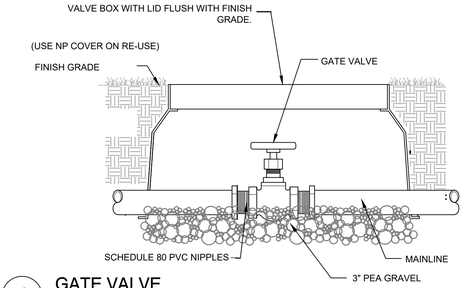


1. EXTERIOR WALL (SEE NOTE)
2. MODEL MINI-CLIK
3. RUN LEAD WIRES TO CONTROLLER

NOTE:
MOUNT SENSOR ON SURFACE WHERE IT WILL BE EXPOSED TO UNOBSTRUCTED RAINFALL, BUT NOT IN PATH OF SPRINKLER SPRAY.

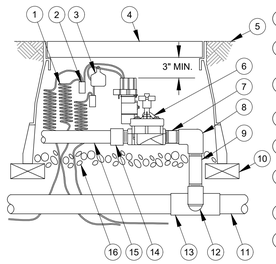
3 RAINBIRD RAIN SENSOR

1/2" = 1'-0" P-CO-51



4 GATE VALVE

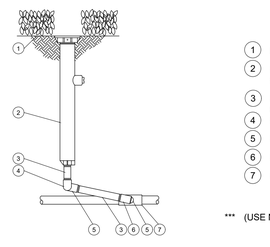
N.T.S. P-CO-54



1. 30-INCH LINEAR LENGTH OF WIRE, COILED
2. WATER PROOF CONNECTION (1 OF 2)
3. ID TAG
4. VALVE BOX WITH COVER: 12-INCH SIZE (USE NP COVER ON RE-USE)
5. FINISH GRADE/TOP OF MULCH
6. REMOTE CONTROL VALVE PER IRRIGATION SCHEDULE
7. PVC SCH 80 NIPPLE (CLOSE)
8. PVC SCH 40 ELL
9. PVC SCH 80 NIPPLE (LENGTH AS REQUIRED)
10. BRICK (1 OF 4)
11. PVC MAINLINE PIPE
12. SCH 80 NIPPLE (2-INCH LENGTH, HIDDEN) AND SCH 40 ELL
13. PVC SCH 40 TEE OR ELL
14. PVC SCH 40 MALE ADAPTER
15. PVC LATERAL PIPE
16. 3.0-INCH MINIMUM DEPTH OF 3/4-INCH WASHED GRAVEL

5 ELECTRIC CONTROL VALVE

N.T.S. P-CO-55

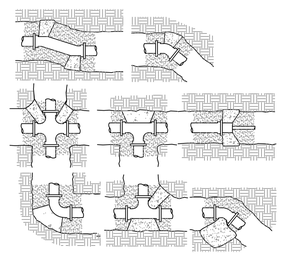


1. FINISH GRADE/TOP OF MULCH
2. POP-UP SPRAY SPRINKLER: RAIN BIRD 1800 SERIES
3. PVC SCH 80 NIPPLE (LENGTH AS REQUIRED)
4. PVC SCH 40 ELL
5. PVC SCH 40 STREET ELL
6. PVC SCH 40 TEE OR ELL
7. PVC LATERAL PIPE

*** (USE NP COVER ON RE-USE) ***

6 RAINBIRD 1812 WITH SWING JOINT

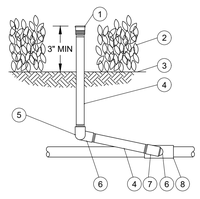
N.T.S. P-CO-57



THRUST BLOCKS ARE TO BE CONSTRUCTED WITH 3,000 PSI CONCRETE AT 48 HRS. STEEL REINFORCING RODS WILL BE REQ'D IF SURROUNDING SOIL HAS A BEARING VALUE OF LESS THAN 2,000 PSF. THRUST BLOCKS REQUIRED AT ALL FITTINGS AND DIRECTION CHANGES ON MAIN LINES THAT ARE 3" DIAMETER OR GREATER. NOTE THRUST BLOCK LOCATIONS ON AS-BUILT DRAWINGS.

7 TYPICAL THRUST BLOCK DETAIL

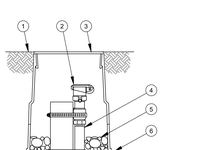
N.T.S. P-CO-46



1. PRESSURE COMPENSATING FULL-CIRCLE BUBBLER:RAIN BIRD 1404 (USE NP COVER ON RE-USE)
2. PLANT MATERIAL
3. FINISH GRADE/TOP OF MULCH
4. UV RADIATION RESISTANT 1/2 INCH PVC SCH 80 NIPPLE (LENGTH AS REQUIRED)
5. PVC SCH 40 ELL
6. PVC SCH 40 STREET ELL
7. PVC SCH 40 TEE OR ELL
8. PVC LATERAL PIPE

8 BUBBLER ON SWING JOINT

N.T.S. P-CO-61



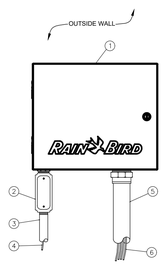
RAIN BIRD MODEL 33DRC (USE NP COVER ON RE-USE)

1. FINISH GRADE/TOP OF MULCH
2. QUICK-COUPLING VALVE: RAIN BIRD MODEL 5NP
3. VALVE BOX WITH COVER: VB-10RNDP
4. PVC SCH 80 NIPPLE (LENGTH AS REQUIRED)
5. 3-INCH MINIMUM DEPTH OF 3/4-INCH WASHED GRAVEL
6. BRICK (1 OF 2)
7. PVC SCH 40 STREET ELL
8. PVC SCH 40 TEE OR ELL
9. PVC MAINLINE PIPE
10. PVC SCH 40 ELL
11. 2" x 2" REDWOOD STAKE W/ STAINLESS STEEL GEAR CLAMPS OR EQUIVALENT SUPPORT SYSTEM

NOTE: FURNISH FITTINGS AND PIPING NOMINALLY SIZED IDENTICAL TO NOMINAL QUICK COUPLING VALVE INLET SIZE.

9 QUICK COUPLER ON SWING JOINT

N.T.S. P-CO-63



1. IRRIGATION CONTROLLER: RAIN BIRD ESP-LXME CONTROLLER IN LXMM METAL CABINET WITH OUTSIDE WALL MOUNT. INSTALL CONTROLLER AND CABINET ON WALL PER MANUFACTURER'S RECOMMENDATIONS.
2. JUNCTION BOX.
3. 1-INCH CONDUIT AND FITTINGS TO POWER SUPPLY
4. POWER SUPPLY WIRE
5. 2-INCH CONDUIT AND FITTINGS FOR STATION WIRES
6. WIRES TO REMOTE CONTROL VALVES

NOTES:
1. ESP-LXME CONTROLLER IS AVAILABLE IN 8- OR 12-STATION BASE MODELS. ADDITIONAL MODULES IN 4-, 8- AND 12-STATION VERSIONS MAY BE ADDED TO BRING THE CONTROLLER UP TO 48 STATIONS MAXIMUM.
2. FOR EASE OF INSTALLATION INTO A CONTROLLER WITH MORE THAN 24 STATIONS, INSTALL A JUNCTION BOX AT THE BASE OF CONTROLLER AND TRANSITION LARGER VALVE AND COMMON WIRES FROM FIELD TO 18 AWG MULTI CONDUCTOR WIRE TO BE USED IN CONTROLLER.
3. USE STEEL CONDUIT FOR ABOVE GRADE AND SCH 40 PVC CONDUIT FOR BELOW GRADE CONDITIONS.
4. PROVIDE PROPER GROUNDING COMPONENTS TO ACHIEVE GROUND RESISTANCE OF 10 OHMS OR LESS.

10 IRRIGATION CONTROLLER ESP-LXME (METAL CABINET)

1/2" = 1'-0" P-CO-49

CITY OF OCOEE LANDSCAPE NOTES:
1. TREE ROOT GUARD/BARRIER SHALL BE INSTALLED AT ALL TREES LOCATED WITHIN 10' OF PUBLIC SIDEWALKS AND UTILITIES *AND SHALL BE A MINIMUM OF 48" IN HEIGHT.* 2
2. NO TREES OR SHRUBS SHALL BE PLANTED ON TOP OR WITHIN CLOSE PROXIMITY TO PUBLIC UTILITIES THAT WILL IMPACT UTILITIES AT MATURITY.

"SUNSHINE STATE ONE CALL OF FLORIDA, INC."
1-800-432-4770
WWW.CALLSUNSHINE.COM
REQUIRED BY FLORIDA STATUTE 553.851
A MIN. OF 2 DAYS AND A MAX OF 5 DAYS BEFORE YOU EXCAVATE, YOU ARE TO NOTIFY SUNSHINE STATE ONE CALL OF FLORIDA
SEE EXCAVATION GUIDE, LASTEST EDITION

TYPICAL IRRIGATION NOTES:

1. UNLESS OTHERWISE NOTED, THE LIMITS OF CONSTRUCTION ARE AS INDICATED ON DRAWINGS.
2. ANY TREES TO REMAIN WITHIN LIMIT OF WORK SHALL BE VERIFIED IN THE FIELD AND PROTECTED FROM DAMAGES.
3. ALL PROJECT BASE INFORMATION PROVIDED BY THE OWNER.
4. REFER TO ENGINEERING DRAWINGS FOR ALL UTILITY LOCATIONS, AND VERIFY IN THE FIELD PRIOR TO COMMENCING WORK. REFER TO ENGINEERING DRAWINGS FOR FINAL GRADING AND SPOT ELEVATIONS. VERIFY IN THE FIELD PRIOR TO CONSTRUCTION.
5. THE CONTRACTOR, PRIOR TO BEGINNING ANY UNDERGROUND EXCAVATION, DIGGING, OR BORING MUST FIRST OBTAIN ALL REQUIRED PERMITS. WORK IS NOT AUTHORIZED PRIOR TO THE ISSUANCE OF PERMIT(S). THE CONTRACTOR SHALL COMPLY WITH FL 77-153 REGARDING NOTIFICATIONS OF EXISTING GAS AND OIL PIPELINE COMPANY OWNERS. EVIDENCE OF SUCH NOTICE SHALL BE FURNISHED TO THE OWNER PRIOR TO EXCAVATING. THE CONTRACTOR SHALL COORDINATE FULLY WITH THE OWNER FOR ALL EXCAVATION PERMITS AND NOTIFICATIONS NECESSARY PRIOR TO INITIATING ALL WORK.
6. VERIFY GALLONAGE AND PRESSURE AVAILABILITY AND REPORT ANY DISCREPANCIES TO THE LANDSCAPE ARCHITECT BEFORE COMMENCING WITH THE INSTALLATION.
7. POP-UP SPRINKLER HEADS AND LATERALS SHALL BE INSTALLED 6" FROM EDGE OF PAVEMENT OR WALKS AND FLUSH WITH FINISH GRADE.
8. THE LOCATION OF ALL CONTROLLERS SHALL BE APPROVED BY THE OWNERS REPRESENTATIVE PRIOR TO INSTALLATION.
9. THE CONTRACTOR SHALL BE RESPONSIBLE TO FULLY COORDINATE THE INSTALLATION, LOCATION, AND CONNECTION OF THE POWER SOURCE AND SERVICE WITH THE OWNER'S REPRESENTATIVE PRIOR TO INSTALLATION.
10. THE CONTRACTOR SHALL BE RESPONSIBLE TO FULLY COORDINATE THE INSTALLATION, LOCATION, AND CONNECTION OF THE TELEPHONE COMMUNICATION WIRE AND SERVICE WITH THE OWNER'S REPRESENTATIVE AND THE COMMUNICATIONS PROVIDER PRIOR TO INSTALLATION.
11. THE CONTRACTOR SHALL BE RESPONSIBLE TO FULLY COORDINATE AND INTEGRATE THE OPERATION SCHEDULE OF THE IRRIGATION CONTROL SYSTEM PER THE OWNER'S REPRESENTATIVE'S DIRECTION AND APPROVAL.
12. FIELD ALTERATIONS MADE IN THE IRRIGATION CONTRACT DRAWINGS MUST BE IN THE BEST INTEREST OF THE PLANT MATERIAL, SOD AND LANDSCAPE IRRIGATION SYSTEM. CHANGES MADE BY THE IRRIGATION CONTRACTOR SHALL BE APPROVED BY THE OWNER/LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
13. NO MATERIAL SUBSTITUTIONS ARE ALLOWED. ANY ALTERATION DEEMED BY THE OWNERS REPRESENTATIVE NOT IN CONFORMANCE WITH THE ABOVE CRITERIA SHALL BE REMOVED AND REPLACED AT THE IRRIGATION CONTRACTOR'S EXPENSE. IF QUESTIONS ARISE AS TO THE BEST WAY TO COMPLETE A FIELD ALTERATION, CONTACT THE OWNER'S REPRESENTAIVE FOR APPROVAL.
14. THE LOCATION OF ALL PLANT MATERIAL SHALL BE FIELD STAKED BY THE LANDSCAPE CONTRACTOR FOR APPROVAL BY THE OWNERS REPRESENTATIVE OR LANDSCAPE ARCHITECT PRIOR TO INSTALLATION OF THE IRRIGATION SYSTEM.
15. HIGH POP-UP SPRAYS SHALL BE UTILIZED AS REQUIRED:
    a. IN PLANTING BEDS WHERE SPRAY HEAD IS IN LOW PLANTING OR GROUNDCOVER (MATURE PLANT HEIGHT IS 1" - 18").
    b. IN PARKING ISLANDS CONTAINING GROUNDCOVER PLANTING.
    c. WHERE IT IS ADVANTAGEOUS TO CONCEAL SPRINKLER HEADS DUE TO HIGH PEDESTRIAN TRAFFIC, VISIBILITY, VANDALISM AND MAINTENANCE, INSTALL SPRAY HIGH POP-UP RISER SO THAT HIGH POP-UPS SPRING ABOVE PLANT MATERIAL.
16. CHANGES IN HEAD PLACEMENT OR A SPRAY SUBSTITUTION SHOULD ALWAYS TAKE INTO CONSIDERATION:
    a. WHAT IS BEST FOR THE GROWTH AND MAINTENANCE OF THE SOD AND PLANT MATERIAL.
    b. MAINTAINING A CONSTANT AND EVEN WATER DISTRIBUTION AND PRECIPITATION RATE (I.E., NEVER PUT ROTORS AND SPRAYS IN SAME ZONE)
17. INSTALL ALL CONNECTED PIPING SHOWN BETWEEN DIFFERENT PIPE SIZES LABELS AS THE LARGER OF THE TWO SIZES OF PIPE.
18. INSTALL ALL PIPING TO INDIVIDUAL SPRAY HEADS AND BUBBLERS AS 3/4"
19. EACH TYPE OF ZONE IS TO BE PIPED SEPARATELY. DO NOT INTERCONNECT DIFFERENT TYPES OF ZONES (I.E., ROTORS AND SPRAYS).
20. ANY IRRIGATION ITEMS NORMALLY INSTALLED IN LANDSCAPE AREAS THAT ARE SHOWN OUTSIDE OF LANDSCAPE AREAS OR OUTSIDE OF PROPERTY LINES ARE SHOWN AS SUCH FOR GRAPHIC CLARITY ONLY. INSTALL THESE ITEMS INSIDE OF PROPERTY LINES AND IN LANDSCAPE AREAS.
21. PROVIDE PROOF TO THE LANDSCAPE ARCHITECT THAT ALL AVAILABLE MAINTENANCE MANUALS FOR EACH OF THE PRODUCTS INCLUDED IN THIS INSTALLATION HAVE BEEN PROVIDED TO THE OWNER OR OWNER'S REPRESENTATIVE.
22. VALVES ARE SHOWN OUTSIDE OF PLANT BEDS FOR GRAPHIC CLARITY. INSTALL ALL VALVES AND VALVE BOXES IN LAWN AREAS, NOT PLANTING BEDS.
23. THE CONTRACTORS ARE RESPONSIBLE FOR FAMILIARIZING THEMSELVES WITH ALL CODES, INCLUDING THOSE REGARDING SEPARATION DISTANCE MINIMUMS FOR POTABLE WATER VERSUS EFFLUENT WATER AND SHALL INSTALL THE SYSTEM IN ACCORDANCE WITH THOSE CODES.
24. INSTALL 12" POP-UP SPRAY HEADS AT FINISHED GRADE IN ALL GROUNDCOVER AREAS.
25. SPACE ALL SPRAY HEADS AT A MAXIMUM OF 55% OF THEIR EFFECTIVE COVERAGE DIAMETER OR CLOSER WHERE SHOWN AS SUCH ON THE PLANS.
26. ALL BAHIA SOD WILL NOT BE IRRIGATED, UNLESS SHOWN OTHERWISE. CONTRACTOR WILL BE RESPONSIBLE FOR HAND WATERING UNTIL IT IS WELL ENOUGH ESTABLISHED TO SURVIVE THROUGH THE WARRANTY PERIOD.

11 TYPICAL IRRIGATION NOTES

MD MagleyDesign
Landscape Architecture
Site Planning
Project Management
716 W Minnesota Ave, DeLand, FL 32720 386.747.9456

Seal

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MARY KATHERINE MAGLEY, FLA #0001375

Digitally signed by MARY K MAGLEY
Date: 2025.04.14 14:01:24 -04'00'

Mary Katherine Magley
State of Florida Lic. No. LA 0001375

REVISION NUMBER	REVISION DESCRIPTION	REVISION DATE
2	CITY COMMENTS	07/30/2024

ISSUED

NOVEMBER 16, 2023	PRELIMINARY SITE PLAN

CAMBRIA SUITES AT OCOEE
924 Maguire RD Ocoee, FL 34761
Maguire Holding Group

IRRIGATION NOTES AND DETAILS

CONSTRUCTION PLANS

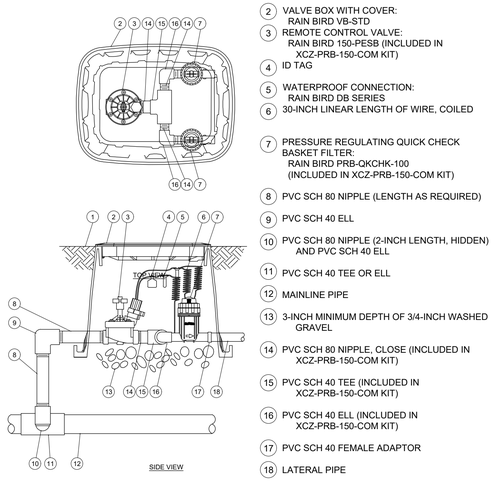
PROJECT NUMBER:	MD#2328
DATE:	NOVEMBER 14, 2023
DRAWN BY:	MD
CHECKED BY:	MKM

SCALE AS INDICATED

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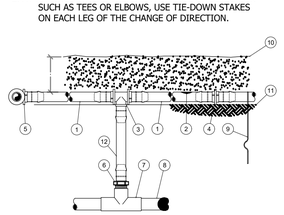


1. FINISH GRADE/TOP OF MULCH
2. VALVE BOX WITH COVER: RAIN BIRD VB-STD
3. REMOTE CONTROL VALVE: RAIN BIRD 150-PESB (INCLUDED IN XCZ-PRB-150-COM KIT)
4. ID TAG
5. WATERPROOF CONNECTION: RAIN BIRD DB SERIES
6. 30-INCH LINEAR LENGTH OF WIRE, COILED
7. PRESSURE REGULATING QUICK CHECK BASKET FILTER: RAIN BIRD PRB-QKCHK-100 (INCLUDED IN XCZ-PRB-150-COM KIT)
8. PVC SCH 80 NIPPLE (LENGTH AS REQUIRED)
9. PVC SCH 40 ELL
10. PVC SCH 80 NIPPLE (2-INCH LENGTH, HIDDEN) AND PVC SCH 40 ELL
11. PVC SCH 40 TEE OR ELL
12. MAINLINE PIPE
13. 3-INCH MINIMUM DEPTH OF 3/4-INCH WASHED GRAVEL
14. PVC SCH 80 NIPPLE, CLOSE (INCLUDED IN XCZ-PRB-150-COM KIT)
15. PVC SCH 40 TEE (INCLUDED IN XCZ-PRB-150-COM KIT)
16. PVC SCH 40 ELL (INCLUDED IN XCZ-PRB-150-COM KIT)
17. PVC SCH 40 FEMALE ADAPTOR
18. LATERAL PIPE

1 DRIP ELECTRIC CONTROL VALVE

N.T.S. P-CO-68

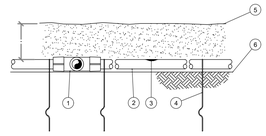
NOTES:
1. PLACE TIE DOWN STAKES EVERY THREE FEET IN SAND, FOUR FEET IN LOAM, AND FIVE FEET IN CLAY.
2. AT FITTINGS WHERE THERE IS A CHANGE OF DIRECTION SUCH AS TEES OR ELBOWS, USE TIE-DOWN STAKES ON EACH LEG OF THE CHANGE OF DIRECTION.



1. RAINBIRD ON-SURFACE DRIPLINE: POTABLE: XFD DRIPLINE NON-POTABLE: XFDP DRIPLINE
2. INLINE DRIP EMITTER OUTLET, SEE PLANS FOR DRIPLINE OUTLET SPACING.
3. BARB TEE 17x17x17mm RAIN BIRD XFF-TEE
4. BARB COUPLING 17x17mm RAIN BIRD XFF-COUP
5. BARB ELBOW 17x17mm RAINBIRD XFF-ELBOW
6. BARB MALE ADAPTER 17mm X 1/2" MPT RAIN BIRD XFF-MA-050 17mm X 3/4" MPT RAIN BIRD XFF-MA-075
7. PVC TEE SxSxT
8. PVC LATERAL SUPPLY HEADER
9. TIE DOWN STAKE: RAIN BIRD TDS-050 WITH BEND (TYPICAL)
10. MULCH
11. FINISH GRADE
12. RAIN BIRD XF SERIES BLANK TUBING

2 XFD ON-SURFACE DRIPLINE RISER ASSEMBLY

1/2" = 1'-0" P-CO-69

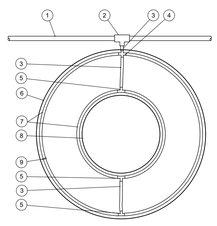


NOTES:
1. PLACE TIE DOWN STAKES EVERY THREE FEET IN SAND, F0UR FEET IN LOAM, AND FIVE FEET IN CLAY.
2. AT FITTINGS WHERE THERE IS A CHANGE OF DIRECTION SUCH AS TEES OR ELBOWS, USE TIE-DOWN STAKES ON EACH LEG OF THE CHANGE OF DIRECTION.

1. EASY FIT COMPRESSION TEE: RAIN BIRD MDCFTEE
2. ON-SURFACE DRIPLINE: RAIN BIRD XF SERIES DRIPLINE POTABLE: XFD DRIPLINE NON-POTABLE: XFDP DRIPLINE
3. INLINE DRIP EMITTER OUTLET
4. TIE DOWN STAKE: RAIN BIRD TDS-050 WITH BEND (TYPICAL)
5. MULCH
6. FINISH GRADE

3 XFD ON-SURFACE DRIPLINE AT GRADE

N.T.S. P-TR-15

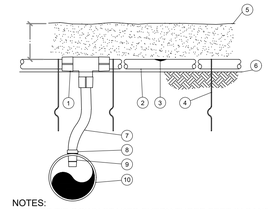


1. PVC DRIP MANIFOLD PIPE
2. PVC SCH 40 TEE OR EL
3. RAIN BIRD XF SERIES BLANK TUBING
4. BARB CROSS INSERT FITTING: RAIN BIRD XFD-CROSS
5. BARB TEE INSERT FITTING: RAIN BIRD XFF-TEE
6. PROJECTED CANOPY LINE OF TREE
7. ON-SURFACE DRIPLINE: RAIN BIRD XF SERIES DRIPLINE POTABLE: XFD DRIPLINE NON-POTABLE: XFDP DRIPLINE PLACE AS SHOWN
8. ROOT BALL
9. TIE DOWN STAKE: RAIN BIRD TDS-050 WITH BEND (QUANTITY AS REQUIRED, SEE NOTES 2-3 BELOW)

NOTES:
1. DISTANCE BETWEEN LATERAL RINGS AND EMITTER SPACING TO BE BASED ON SOIL TYPE, AND TREE CANOPY. SEE INSTALLATION SPECIFICATIONS ON RAIN BIRD WEB SITE (WWW.RAINBIRD.COM) FOR SUGGESTED SPACING.
2. PLACE TIE DOWN STAKES EVERY THREE FEET IN SAND, F0UR FEET IN LOAM, AND FIVE FEET IN CLAY.
3. AT FITTINGS WHERE THERE IS A CHANGE OF DIRECTION SUCH AS TEES OR ELBOWS, USE TIE-DOWN STAKES ON EACH LEG OF THE CHANGE OF DIRECTION.

4 XFD ON-SURFACE DRIPLINE AROUND TREE

1/2" = 1'-0" P-TR-16

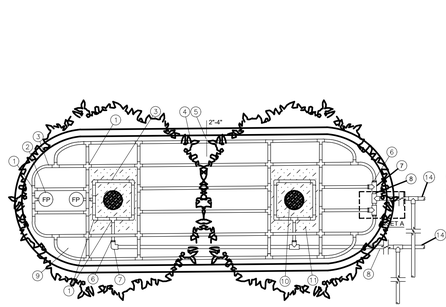


NOTES:
1. PLACE TIE DOWN STAKES EVERY THREE FEET IN SAND, FOUR FEET IN LOAM, AND FIVE FEET IN CLAY.
2. AT FITTINGS WHERE THERE IS A CHANGE OF DIRECTION SUCH AS TEES OR ELBOWS, USE TIE-DOWN STAKES ON EACH LEG OF THE CHANGE OF DIRECTION.

1. EASY FIT COMPRESSION TEE: RAIN BIRD MDCFTEE
2. ON-SURFACE DRIPLINE: RAIN BIRD XF SERIES DRIPLINE POTABLE: XFD DRIPLINE NON-POTABLE: XFDP DRIPLINE
3. INLINE DRIP EMITTER OUTLET
4. TIE DOWN STAKE: RAIN BIRD TDS-050 WITH BEND (TYPICAL)
5. MULCH
6. FINISH GRADE
7. RAIN BIRD XF SERIES BLANK TUBING
8. RATCHET CLAMP (INCLUDED WITH ADAPTER)
9. INSERT ADAPTER FOR PVC PIPE: RAIN BIRD XFD-INVPC
10. PVC LATERAL PIPE MINIMUM 1½" IN DIAMETER

5 XFD ON-SURFACE DRIPLINE INSERT ADAPTER

N.T.S. P-TR-17



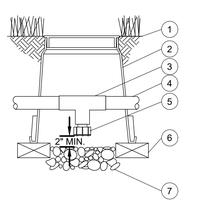
1. BARB X BARB INSERT EL, TEE OR CROSS: RAIN BIRD XFF-ELBOW (TYPICAL) RAIN BIRD XFF-TEE (TYPICAL) RAIN BIRD XFD-CROSS (TYPICAL)
2. FLUSH POINT (TYPICAL) SEE RAIN BIRD DETAIL "XFD FLUSH POINT"
3. ON-SURFACE DRIPLINE PIPE: RAIN BIRD XF SERIES DRIPLINE POTABLE: XFD DRIPLINE NON-POTABLE: XFDP DRIPLINE
4. PARKING ISLAND CURB
5. PERIMETER DRIPLINE PIPE TO BE INSTALLED 2'-4" FROM PARKING ISLAND CURB
6. BARB X MALE FITTING: RAIN BIRD XFF-MA FITTING (TYPICAL)
7. PVC SCH 40 TEE OR EL (TYPICAL)
8. PVC SUPPLY MANIFOLD
9. SHRUB OR GROUNDCOVER BED
10. TREE (TYPICAL)
11. MULCH BED FOR TREE
12. 2-3 INCHES DEPTH OF MULCH
13. FINISH GRADE
14. PVC DRIP MANIFOLD FROM RAIN BIRD CONTROL ZONE VALVE KIT (SIZED TO MEET LATERAL FLOW DEMAND)
15. PVC RISER PIPE

NOTES:
1. DISTANCE BETWEEN LATERAL ROWS AND EMITTER SPACING TO BE BASED ON SOIL TYPE, PLANT MATERIALS AND CHANGES IN ELEVATION. SEE INSTALLATION SPECIFICATIONS ON RAIN BIRD WEB SITE (WWW.RAINBIRD.COM) FOR SUGGESTED SPACING.
2. LENGTH OF LONGEST DRIPLINE LATERAL SHOULD NOT EXCEED THE MAXIMUM SPACING SHOWN IN THE ACCOMPANYING TABLE.
3. PLACE TIE DOWN STAKES EVERY THREE FEET IN SAND, FOUR FEET IN LOAM, AND FIVE FEET IN CLAY.
4. AT FITTINGS WHERE THERE IS A CHANGE OF DIRECTION SUCH AS TEES OR ELBOWS, USE TIE-DOWN STAKES ON EACH LEG OF THE CHANGE OF DIRECTION.
5. WHEN USING 17MM INSERT FITTINGS WITH DESIGN PRESSURE OVER 50PSI, IT IS RECOMMENDED THAT STAINLESS STEEL CLAMPS BE INSTALLED ON EACH FITTING.

XFD Dripline Maximum Lateral Lengths (Feet)						
Inlet Pressure psi	12" Spacing		18" Spacing		24" Spacing	
	Nominal Flow (gph)		Nominal Flow (gph)		Nominal Flow (gph)	
	0.6	0.9	0.6	0.9	0.6	0.9
15	273	155	314	250	424	322
20	318	169	353	294	508	368
30	360	230	413	350	586	414
40	395	255	465	402	652	474
50	417	285	528	420	720	488
60	460	290	596	455	780	514

7 XFD ON-SURFACE DRIPLINE PARKING ISLAND WITH TREES

1/2" = 1'-0" P-TR-18

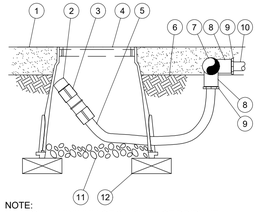


1. FINISH GRADE/TOP OF MULCH VALVE
2. BOX WITH COVER: RAIN BIRD
3. VB-6RND PVC SCH 40 TEE PVC
4. LATERAL PIPE FILTERED DRAIN
5. VALVE: RAIN BIRD 16A-FDV -075 BRICK (1 OF 2) 6-INCH
6. MINIMUM DEPTH OF 3/4-INCH
7. WASHED GRAVEL

NOTE: Place drain at lowest point in the system and ensure all pipe drains to this location

8 DRIP DRAIN VALVE

N.T.S. P-TR-22



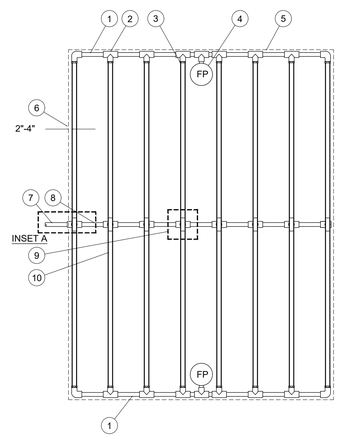
NOTE:
1. ALLOW A MINIMUM OF 6-INCHES OF DRIPLINE TUBING IN VALVE BOX IN ORDER TO DIRECT FLUSHED WATER OUTSIDE VALVE BOX.

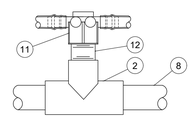
1. MULCH
2. FLUSH CAP FOR EASY FIT COMPRESSION FITTINGS: POTABLE:RAIN BIRD MDCFCAP NON-POTABLE: RAIN BIRD MDCFPCAP
3. EASY FIT COUPLING: RAIN BIRD MDCFCOUP
4. SUBTERRANEAN EMITTER BOX: RAIN BIRD SEB 7XB
5. RAIN BIRD XF BLANK TUBING
6. FINISH GRADE
7. PVC EXHAUST HEADER
8. PVC SCH 40 TEE OR EL
9. BARB X MALE FITTING: RAIN BIRD XFF-MA FITTING (TYPICAL)
10. ON-SURFACE DRIPLINE: RAIN BIRD XF SERIES DRIPLINE POTABLE: XFD DRIPLINE NON-POTABLE: XFDP DRIPLINE
11. 3-INCH MINIMUM DEPTH OF ¾" WASHED GRAVEL
12. BRICK (1 OF 2)

9 DRIPLINE FLUSH POINT

N.T.S. P-TR-23

"SUNSHINE STATE ONE CALL OF FLORIDA, INC."
1-800-432-4770
WWW.CALLSUNSHINE.COM
REQUIRED BY FLORIDA STATUTE 553.851
A MIN. OF 2 DAYS AND A MAX OF 5 DAYS BEFORE YOU EXCAVATE, YOU ARE TO NOTIFY SUNSHINE STATE ONE CALL OF FLORIDA SEE EXCAVATION GUIDE, LASTEST EDITION





1. PVC EXHAUST HEADER
2. PVC SCH 40 TEE OR EL (TYPICAL)
3. BARB X MALE FITTING: RAIN BIRD XFF-MA FITTING (TYPICAL)
4. FLUSH POINT (TYPICAL) SEE RAIN BIRD DETAIL "XFD FLUSH POINT"
5. PERIMETER OF AREA
6. PERIMETER DRIPLINE PIPE TO BE INSTALLED 2"-4" FROM PERIMETER OF AREA
7. PVC SUPPLY PIPE FROM RAIN BIRD CONTROL ZONE KIT (SIZED TO MEET LATERAL FLOW DEMAND)
8. PVC SUPPLY MANIFOLD
9. CONNECTION FROM SUPPLY MANIFOLD TO DRIPLINE (TYPICAL)- SEE INSET A
10. ON-SURFACE DRIPLINE: RAIN BIRD XF SERIES DRIPLINE (TYPICAL) POTABLE: XFD DRIPLINE NON-POTABLE: XFDP DRIPLINE
11. BARB X FEMALE FITTING: RAIN BIRD XFD-TFA-075 FITTING
12. ¾" PVC NIPPLE, LENGTH AS NECESSARY

NOTES:
1. DISTANCE BETWEEN LATERAL ROWS AND EMITTER SPACING TO BE BASED ON SOIL TYPE, PLANT MATERIALS AND CHANGES IN ELEVATION. SEE INSTALLATION SPECIFICATIONS ON RAIN BIRD WEB SITE (WWW.RAINBIRD.COM) FOR SUGGESTED SPACING.
2. LENGTH OF LONGEST DRIPLINE LATERAL SHOULD NOT EXCEED THE MAXIMUM SPACING SHOWN IN THE ACCOMPANYING TABLE.
3. WHEN USING 17MM INSERT FITTINGS WITH DESIGN PRESSURE OVER 50PSI, IT IS RECOMMENDED THAT STAINLESS STEEL CLAMPS BE INSTALLED ON EACH FITTING.

XFD Dripline Maximum Lateral Lengths (Feet)						
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15	273	155	314	250	424	322
20	318	169	353	294	508	368
30	360	230	413	350	586	414
40	395	255	465	402	652	474
50	417	285	528	420	720	488
60	460	290	596	455	780	514

10 XFD ON-SURFACE DRIPLINE CENTER FEED LAYOUT

1/2" = 1'-0" P-TR-21

1. BUBBLER ON ¼" TUBING STAKE: RAIN BIRD XERI-BUBBLER SPIKE
2. ¼" DISTRIBUTION TUBING: RAIN BIRD XQ TUBING (LENGTH AS REQUIRED)
3. ¼" BARB CONNECTOR INCLUDED ON XERI-BUBBLER SPIKE
4. ½" POLYETHYLENE TUBING: RAIN BIRD XF SERIES TUBING OR RAIN BIRD XT-700 XERI-TUBE OR RAIN BIRD XBS BLACK STRIPE TUBING
5. TOP OF MULCH
6. FINISH GRADE

NOTES:
1. USE RAIN BIRD XERIMAN TOOL XM-TOOL TO INSERT BARB CONNECTOR DIRECTLY INTO 1/2-INCH POLYETHYLENE TUBING.
2. RAIN BIRD XERI-BUBBLER SPIKES AVAILABLE IN THE FOLLOWING MODELS:
SXB-180-SPYK - HALF CIRCLE - 5 STREAMS - 13 GPH MAX
SBX-360-SPYK - FULL CIRCLE - 8 STREAMS - 13 GPH MAX
UXB-360-SPYK - FULL CIRCLE - UMBRELLA - 35 GPH MAX

6 XERI-BUBBLER SPIKE ON 1/2" POLYETHYLENE TUBING

N.T.S. P-TR-19

MD MagleyDesign
Landscape Architecture
Site Planning
Project Management
1817 E. Washington Street • Orlando, FL 32803 • 407.758.9456

Seal

REGISTERED LANDSCAPE ARCHITECT MARY K MAGLEY LA 1375 STATE OF FLORIDA
THIS ITEM HAS BEEN ELECTRONICALLY SIGNED AND SEALED BY MARY KATHERINE MAGLEY ON THE DATE AND TIME ADJACENT TO THE DIGITAL SIGNATURE. PRINTED COPIES OF THE DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.
MARY KATHERINE MAGLEY, RLA #0001375

Digitally signed by MARY K MAGLEY
Date: 2025.04.14 10:01:04 -04'00'

Mary Katherine Magley
State of Florida Lic. No.: LA0001375

REVISIONS

REVISION NUMBER	REVISION DESCRIPTION	REVISION DATE
2	CITY COMMENTS	07/30/2024

ISSUED

NOVEMBER 16, 2023	PRELIMINARY SITE PLAN

CAMBRIA SUITES AT OCOEE
924 Maguire RD Ocoee, FL 34761
Maguire Holding Group

IRRIGATION DETAILS

CONSTRUCTION PLANS

PROJECT NUMBER: MD#2328
DATE: NOVEMBER 14, 2023
DRAWN BY: MD
CHECKED BY: MKM

SCALE AS INDICATED

L6

4/14/2025 12:40:40 PM

G:\My Drive\Projects\2328 CAMBRIA SUITES OCOEE Mc 2023\Acad\Dwgs\2328 Landscape CONSTRUCTION Set.dwg

STAFF REPORT

Meeting Date: September 16, 2025
Item #: 8

Contact Name: Alexis Chentouf, Joyce Tolbert
Contact Number: Ext. 3111, Ext. 1516

Department Director: Vanna Lawitzke
City Manager: Craig Shadrix

Subject: Approval of the One (1) Year Optional Contract Renewal with Eurofins and Tri-Tech Labs for ITB 21-001 Laboratory Services for City Water & Wastewater Facilities. (Procurement Manager Tolbert)

Background Summary:

On December 1, 2020, the City awarded ITB #21-001 Laboratory Services for City Water & Wastewater Facilities and entered into a continuing term contract with Eurofins and Tri-Tech Labs for these services. The initial term of the contract expires December 14, 2025, and the contract allows the City the option of extending the term of the contract for one (1) additional year. Upon approval, the contract will then expire on December 14, 2026.

Issue:

Should the Honorable Mayor and City Commissioners approve the one (1)-year optional contract renewal which will extend the term of Eurofins and Tri-Tech Lab's contract for ITB #21-001 until December 14, 2026?

Recommendations:

Staff recommends the Honorable Mayor and City Commissioners:

1.) Approve the one (1)-year optional contract renewal with Eurofins and Tri-Tech Labs for ITB #21-005 for Laboratory Services for City Water & Wastewater Facilities;
2.) Authorize the Mayor, City Clerk, and staff to execute all necessary contract documents with Eurofins and Tri-Tech Labs; and
3.) Authorize the City manager to approve change orders to this contract up to the limit of his purchasing authority for each change order, and up to the budgeted amount for all change orders.

Attachments:

1. Eurofins
2. Tri-Tech Labs_Contract

Financial Impacts:

Laboratory Services for City Water & Wastewater Facilities is adequately budgeted through G/L Account 401-535-00-4600 (Wastewater) and 401-533-00-4600 (Water).

Type of Item: Consent

eurofins

ASSIGNMENT AND ASSUMPTION AGREEMENT

This Assignment and Assumption Agreement is made effective March 1, 2022 (the "Effective Date") by and among the City of Ocoee ("Client"); Flowers Chemical Laboratories, Inc. ("Assignor" or "FCL"); and Eurofins Environment Testing Southeast, LLC d/b/a Eurofins Flowers ("Assignee" or "EETSE").

WHEREAS, Client and FCL entered into an agreement for laboratory analytical services dated December 15, 2020, (hereinafter, the "Agreement"); and

WHEREAS, FCL entered into an agreement with EETSE dated February 9, 2022 pursuant to which EETSE has agreed to purchase the assets of FCL with anticipated closing date of March 1, 2022; and

WHEREAS, FCL now desires to transfer and assign all of its rights and interests in and to, and obligations under, the Agreement to Assignee effective as of the Effective Date listed above; and

WHEREAS, Assignee desires to accept all such rights, interests and obligations as the assignee and transferee; and

NOW, THEREFORE, in consideration of the mutual covenants and promises made by the parties to this Assignment and Assumption Agreement, Client, Assignor and Assignee hereby covenant and agree as follows:

1. Assignment and Assumption. Effective as of the Effective Date, Assignor hereby transfers and assigns the Agreement to Assignee, and Assignee hereby accepts the assignment of the Agreement by Assignor and acquires all of the rights, interests and obligations in and to the Agreement. Assignee hereby assumes the Agreement and agrees to perform all obligations, duties, liabilities and commitments of the Assignor under the Agreement, of whatever kind or nature. Client hereby consents to the assignment of the Agreement to Assignee.
2. No Fee. There shall be no fee payable to or by Assignor, Assignee, or Client with respect to the assignment of the Agreement.
3. Governing Law. This Assignment Agreement shall be governed by the laws of the State of Florida applicable to contracts made and performed in that State without giving effect to that State's choice of law principles.
4. Counterparts. This Assignment Agreement may be executed in one or more counterparts, including electronic counterparts, each of which shall be deemed to be an original copy of this Assignment Agreement, and all of which, when taken together, shall be deemed to constitute one and the same agreement. Delivery of such counterparts by electronic means (in PDF or tiff format) shall be deemed effective as manual delivery.

[SIGNATURE PAGE FOLLOWS]

eurofins

IN WITNESS WHEREOF, each of the Parties has executed this Assignment and Assumption Agreement by its respective duly authorized officer as of the Effective Date set forth in the first paragraph above.

CLIENT:

City of Ocoee

See Signature Page

Signature

By: _____

Title: _____

Date: _____

ASSIGNOR:

FLOWERS CHEMICAL LABORATORIES, INC.

Signature

By: Jeff Flowers

Title: President

Date: 5/3/22

ASSIGNEE:

Eurofins Environment Testing Southeast LLC d/b/a Eurofins Flowers

Signature

By: Alex Montoya

Title: President

Date: 04.28.2022

CITY OF OCOEE SIGNATURE PAGE
FOR ASSIGNMENT AND ASSUMPTION AGREEMENT
FLOWERS CHEMICAL LABORATORIES AND
EUROFINS ENVIRONMENT TESTING SOUTHEAST LLC
d/b/a EUROFINS FLOWERS

ATTEST:

Melanie Sibbitt, City Clerk

(SEAL)

APPROVED:
CITY OF OCOEE, FLORIDA

Rusty Johnson, Mayor

DATE: April 19, 2022

FOR USE AND RELIANCE ONLY BY
THE CITY OF OCOEE, FLORIDA
APPROVED AS TO FORM AND LEGALITY
THIS 19th DAY OF APRIL, 2022.

SHUFFIELD, LOWMAN & WILSON, P.A.

BY: _____
Scott A. Cookson, City Attorney

APPROVED BY THE OCOEE CITY
COMMISSION AT A MEETING HELD
ON April 19, 2022
UNDER AGENDA ITEM NO. 10.

AGREEMENT FOR
LABORATORY SERVICES FOR CITY WATER & WASTEWATER FACILITIES

THIS AGREEMENT FOR LABORATORY SERVICES FOR CITY WATER & WASTEWATER FACILITIES (this "Agreement") is made this 15th day of December 2020, by and between the **CITY OF OCOEE**, a Florida municipal corporation, whose mailing address is 150 North Lakeshore Drive, Ocoee, Florida 34761 (hereinafter referred to as the "City") and **TRI-TECH LABS INC.**, a Florida corporation, whose mailing address is 4403 Vineland Road, Suite B-12, Orlando, Florida 32811(hereinafter referred to as the "Contractor").

W I T N E S S E T H:

WHEREAS, the City desires to enter into an Agreement with the Contractor to perform the work set forth in that certain Invitation to Bid ITB #21-001 (the "Work"), and any amendments thereto being attached hereto as Exhibit "A"; and

WHEREAS, the Contractor is capable of performing the Work and agrees to perform the Work pursuant to the terms of this Agreement, and for the amounts specified in the Contractor's Proposal, the Contractor's Proposal and any amendments thereto being attached hereto as Exhibit "B".

NOW THEREFORE, in consideration of the premises and other good and valuable considerations exchanged between the parties hereto, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

Section 1. Scope of Agreement. The terms and conditions of Exhibit "A attached hereto as well as the terms and conditions of Exhibit "B" attached hereto are incorporated by reference herein as fully as if herein set forth. Unless otherwise specified herein, the Contractor is to furnish all materials, tools, equipment, labor, supervision, and consumables to complete the Work.

Section 2. Term of Agreement. This Agreement shall consist of one (1) initial three (3) year term beginning on **December 15, 2020** (the "Effective Date"), with two (2) separate automatic one-year extensions, for a total of five (5) years, unless terminated by the City upon the issuance of written notice by the City to the Contractor provided not later than thirty (30) days prior to the expiration of any renewal year term. The City shall have the option of extending the term an additional one (1) year. Each term is renewable with the condition that the City's obligation to pay under this Agreement for each year is contingent upon the City in its good faith judgment having sufficient funds to make an annual appropriation for the work to be provided under this agreement.

Section 3. Compensation. Contractor agrees to provide the services and materials as specified in Exhibit "A" for the amount specified in Exhibit "B". The amount as specified in Exhibit "B" may be increased or decreased by the City under the Extra Work provision of this Agreement, through the issuance of an Addendum, if applicable. Any prices specified in this Agreement, will remain firm for the initial three (3) year term of this Agreement. After the initial three (3)

year term of this Agreement, price adjustments will be allowed pursuant to the Price Adjustment provision of this Agreement.

Section 4. Payment. All invoices received by the City are payable within (30) days from receipt, provided they have first been approved by the City, and the City has accepted the Work for which payment is sought. The City reserves the right, with justification, to partially pay any invoice submitted by the Contractor. All invoices shall be in duplicate and directed to: City of Ocoee, Accounts Payable, 150 North Lakeshore Drive, Ocoee, Florida 34761-2258. **All invoices must be clearly marked: City Agreement #ITB 21-001 Laboratory Services for City Water & Wastewater Facilities.**

Section 5. General Conditions.

A. Patents and Copyrights. The Contractor shall pay all royalties and assume all costs arising from the use of any invention, design, process, materials, equipment, product or device in performance of the Work, which is the subject of patent rights or copyrights. Contractor shall, at its own expense, hold harmless and defend the City against any claim, suit or proceeding brought against the City which is based upon a claim, whether rightful or otherwise, that the Work, or any part thereof, furnished under this Agreement, constitutes an infringement of any patent or copyright of the United States. The Contractor shall pay all damages and costs awarded against the City.

B. Termination for Default.

1) The performance of Work under this Agreement may be terminated by the City, in whole or in part, in writing, whenever the City shall determine that the Contractor has failed to meet the performance requirements of this Agreement.
2) The City has a right to terminate for default if the Contractor fails to perform the Work, or if the Contractor fails to perform the Work within the time specified in the Agreement, or if the Contractor fails to perform any other provisions of the Agreement.
3) Failure of a Contractor to perform the required Work within the time specified, or within a reasonable time as determined by the City or failure to redo the Work when so requested, immediately or as directed by the City, shall constitute authority for the City to hire another contractor to perform the Work. In all such cases, the Contractor or his surety, shall reimburse the City, within a reasonable time specified by the City, for any expense incurred in excess of the Agreement prices.
4) Should public necessity demand it, the City reserves the right to utilize services which are substandard in quality, subject to an adjustment in price to be determined by the City. The Contractor shall not be liable for any excess costs if acceptable evidence has been submitted to the City that failure to perform the Work was due to causes beyond the control and without the fault or negligence of the Contractor.
5) Termination for Convenience. The City may terminate this Agreement at its convenience with thirty (30) days advance written notice to the Contractor. In the event of such a termination by the City, the City shall be liable for the payment of all Work properly performed prior to the effective date of termination and for all portions of materials, supplies, services, and facility orders which cannot be cancelled and were placed prior to

the effective date of termination and other reasonable costs associated with the termination.

C. Warranty. The Contractor warrants that the Work including equipment and materials provided shall conform to professional standards of care and practice in-effect at the time the Work is performed, be of the highest quality, and be free from all faults, defects or errors. If the Contractor is notified in writing of a fault, deficiency or error in the Work provided within one (1) year from completion of the Work, the Contractor shall, at the City's option, either redo such portions of the Work to correct such fault, defect or error, at no additional cost to the City or refund to the City the charge paid by the City which is attributable to such portions of the faulty, defective or erroneous Work, including the costs for obtaining another Contractor to redo the Work.

ALL MATERIALS PROVIDED BY THE CONTRACTOR, SHALL BE MERCHANTABLE AND BE FIT FOR THE PURPOSE INTENDED.

THE CONTRACTOR SHALL BE LIABLE FOR SECONDARY, INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY NATURE RESULTING FROM ANY WORK PERFORMED UNDER THIS AGREEMENT.

D. Time of Completion. The parties understand and agree that time is of the essence in the performance of this Agreement. The Contractor agrees that all Work shall be performed regularly, diligently, and uninterrupted within the time specified. The Contractor or City, respectively, shall not be liable for any loss or damage, resulting from any delay or failure to perform its contractual obligations within the time specified, due to acts of God, actions or regulations by any governmental entity or representative, strikes or other labor trouble, fire, embargoes, or other transportation delays, damage to or destruction in whole or in part, of equipment or manufacturing plant, lack of or ability to obtain raw materials, labor, fuel or supplies for any reason including default of suppliers, or any other causes, contingencies or circumstances not subject to the Contractor's or City's control, respectively, whether of a similar or dissimilar nature, which prevent or hinder the performance of the Contractor's or City's contractual obligations, respectively. Any such causes of delay shall extend the time of the Contractor's or City's performance respectively, by the length of the delays occasioned thereby, including delays reasonably incident to the resumption of normal Work schedules. However, under such circumstances as described herein, the City may at its discretion, cancel this Agreement for the convenience of the City.

E. Indemnification. To the fullest extent provided by law, Contractor shall indemnify, defend and hold harmless the City and all of its officers, agents and employees from all claims, loss, damage, cost, charges or expense including, but not limited to reasonable attorneys' fees, to the extent caused by the negligence, recklessness or intentional wrongful misconduct of Contractor, its agents, employees, or subcontractors during the performance of the Agreement. The City shall use its best efforts to promptly notify the Contractor in writing of any Claims and shall provide the Contractor with information

regarding the Claims as the Contractor may reasonably request, but the failure to give such notice or provide such information shall not diminish the obligations of the Contractor under this Section. No Claims whatsoever shall be made or asserted against the City by the Contractor for or on account of anything done or as a result of anything done or omitted to be done in connection with this Agreement.

F. Correction of Work. The Contractor shall promptly correct all Work rejected by the City as faulty, defective, or failing to conform to this Agreement whether observed before or after substantial completion of the Work. The Contractor shall bear all costs of correcting such rejected Work. In the event that Contractor fails to timely mow or otherwise maintain a portion of the work, then the City, at its sole discretion and without waiving any other rights or remedies under this Agreement, may deduct from any amounts due under this Agreement, the actual cost paid by the City to a third party to perform the work. If the City performs such work with its own personnel then the City may deduct from any amounts due under this Agreement such amount equal to what the Contractor would have charged for doing the work, plus 15% of such amount.

G. Right to Audit Records. The City shall be entitled to audit the books and records of the Contractor or any sub-contractor to the extent that such books and records relate to the performance of this Agreement or any sub-contract to this Agreement. Such books and records shall be maintained by the Contractor for a period of three (3) years from the date of final payment under this Agreement and by the sub-contractor for a period of three (3) years from the date of final payment under the sub-contract unless a shorter period is otherwise authorized in writing.

H. Information. All information, data, designs, plans, drawings, and specifications furnished to or developed for the City by the Contractor or its employees, pursuant to this Agreement, shall be the sole property of the City and all rights therein are reserved by the City, except that the Contractor may disclose any such information to its corporate affiliates and their agents.

I. Safety Measures. The Contractor shall take all necessary precautions for the safety of the City's and Contractor's employees and the general public and shall erect and properly maintain at all times all necessary vehicular and facility safeguards for the protection of the workers and public. If necessary, the Contractor shall post signs warning against hazards in and around the work site.

J. Extra Work. The City, without invalidating this Agreement, may order changes in the Work within the general scope of this Agreement consisting of additions, deletions, or other revisions, the Agreement price and time being adjusted accordingly. All such changes in the Work shall be authorized by a written Addendum to this Agreement, and shall be executed under the applicable conditions of the Agreement.

K. Price Adjustments. Pricing is firm for the initial three (3) year term of this agreement. For the renewal terms of this Agreement, if the Contractor proposes to make a price adjustment, the Contractor shall first give the City written notice thereof, with

explanations stated for the price adjustment, and such notice shall be given at least one hundred-twenty (120) calendar days prior to the one (1) year renewal term for which the price adjustment is sought. Nothing contained herein shall affect the City's right to terminate this Agreement for Convenience as provided herein.

L. Familiarity with The Work. The Contractor by executing this Agreement, acknowledges full understanding of the extent and character of the Work required and the conditions surrounding the performance thereof. The City will not be responsible for any alleged misunderstanding of the Work to be furnished or completed, or any misunderstanding of conditions surrounding the performance thereof. It is understood that the execution of this Agreement by the Contractor serves as the Contractor's stated commitment to fulfill all the conditions referred to in this Agreement.

Section 6. Miscellaneous Provisions.

6.1 No assignment by a party hereto of any rights under, or interests in, the Contract Documents will be binding on another party hereto without the written consent of the party sought to be bound; and specifically, but without limitation, moneys that may become due, and moneys that are due, may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents. Notwithstanding the foregoing, the Owner may assign this contract to the State of Florida or any political subdivision, municipality, special district or authority thereof without Contractor's consent and without recourse.

6.2 Owner and Contractor each binds himself, his partners, successors, assigns and legal representatives to the other party hereto, his partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

6.3 Chapter 558, Florida Statutes: The parties agree that the provisions of Chapter 558, Florida Statutes are not applicable to this Agreement.

6.4 Waiver of Jury Trial; Legal Costs. It is mutually agreed by and between the Contractor and Owner that each of the parties do hereby waive trial by jury in any action, proceeding or claim which may be brought by either of the parties hereto against the other on any matters concerning or arising out of this Agreement. The parties further agree that the sole and exclusive venue for any action to enforce this agreement shall be in The Circuit Court of the Ninth Judicial Circuit in and for Orange County, Florida.

6.5 Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

6.6 SCRUTINIZED COMPANIES: The Respondent certifies that the company is not participating in a boycott of Israel. The Respondent certifies that the Respondent is not on the Scrutinized Companies that Boycott Israel List, not on the Scrutinized Companies with Activities in Sudan List, not on the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria, as those terms are used and defined in sections 287.135 and 215.473 of the Florida Statutes. In the event that the Respondent is unable to provide such certification but still seeks to be considered for award of this solicitation, the Respondent shall, on a separate piece of paper, clearly state that it is on one or both of the Scrutinized Companies lists and shall furnish together with its proposal a duly executed written explanation of the facts supporting any exception to the requirement for certification that it claims under Section 287.135 of the Florida Statutes. The Respondent agrees to cooperate fully with the City in any investigation undertaken by the City to determine whether the claimed exception would be applicable. The City shall have the right to terminate any contract resulting from this solicitation for default if the Respondent is found to have submitted a false certification, or to have been placed on the Scrutinized Companies that Boycott Israel List, or to have been placed on the Scrutinized Companies for Activities in Sudan List, or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria.

6.7 To the degree records are not exempt or confidential under Florida's Public Records law, Contractor agrees to comply with Chapter 119, Florida Statutes, and particularly Section 119.0701, Florida Statutes, relating to a contractor's obligation with regard to public records.

6.8 **PUBLIC RECORDS COMPLIANCE**

The City of Ocoee (City) is a public agency subject to Chapter 119, Florida Statutes. The Contractor agrees to comply with Florida's Public Records Law. Specifically, the Contractor shall:

1. Keep and maintain public records required by the City to perform the service.

2. Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in chapter 119, Florida Statutes, or as otherwise provided by law.

3. Ensure that public records that are exempt or confidential and exempt from the public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Contractor does not transfer the records to the City.

4. Upon completion of the contract, Contractor agrees to transfer at no cost to the City all public records in possession of the Contractor or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public record to the City upon completion of the contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

5. A Contractor who fails to provide the public records to City within a reasonable time may be subject to penalties under section 119.10, Florida Statutes.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 407-905-3100, EXTENSION 1022, CCDL@ci.ocoee.fl.us, WITH AN OFFICE LOCATED AT 150 NORTH LAKESHORE DRIVE, OCOEE, FLORIDA 34761.

(Signature Page Follows)

IN WITNESS WHEREOF, Contractor and the City have caused this Agreement for Laboratory Services for City Water & Wastewater Facilities to be executed by their duly authorized officers as of the day and year first above written.

CONTRACTOR: TRI-TECH LABORATORIES INC.

BY: _____

PRINT NAME: Tamara Lal

TITLE: President

WITNESSES:

NAME: Doreen Barrowman

TITLE: Lab Mgr

NAME: Philip Lal

TITLE: Field Supervisor

OWNER: CITY OF OCOEE, FLORIDA

ATTEST:

BY: _____
Melanie Sibbitt, City Clerk

(SEAL)

APPROVED:

BY: _____
Rusty Johnson, Mayor

FOR USE AND RELIANCE ONLY BY
THE CITY OF OCOEE, FLORIDA
APPROVED AS TO FORM AND LEGALITY

this 15th day of Dec., 2020

APPROVED BY CITY OF OCOEE
COMMISSION AT A MEETING HELD
on December 1, 2020, under Agenda Item F.8.

SHUFFIELD, LOWMAN & WILSON, P.A.

BY: _____
Scott A. Cookson, City Attorney

END OF SECTION

ocoee
florida

Mayor
Rusty Johnson

Commissioners
Larry Brinson, Sr
District 1

Rosemary Wilsen
District 2

Richard Firstner
District 3

George Oliver III
District 4

City Manager
Robert D. Frank

December 3, 2020

Tamara Lal, President
Tri-Tech Labs Inc.
4403 Vineland Road
Suite B-12
Orlando, FL 32811

Re: ITB #21-001 Laboratory Services for City Water & Wastewater Facilities

NOTICE OF AWARD

Please be advised that the City Commission awarded ITB #21-001 Laboratory Services for City Water & Wastewater Facilities to Flowers Chemical Laboratories Inc. and Tri-Tech Labs, Inc. at the December 1, 2020 City Commission Meeting.

Please execute and return the attached two (2) original contract documents within ten (10) business days along with the required certificate of insurance, naming the City as an additional insured. An Officer of the company must sign the contract; or provide a letter signed by an Officer of the company authorizing a certain employee of the company to sign the contract. You will receive an original contract document once approved by the City. Services shall begin pursuant to the effective date established by the contract.

The City looks forward to continuing working with your company to provide these services, and should there be any questions regarding the above, please feel free to contact me at extension 1513.

Sincerely,

Vanessa Anthony
Purchasing Technician

attachment: contract (2 originals)

cc: Jamie Croteau, Acting Utilities Director

CITY OF OCOEE

INVITATION TO BID
#21-001 (ITB)

LABORATORY SERVICES FOR CITY WATER & WASTEWATER FACILITIES

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DIVISION OF CORPORATIONS



Detail by Entity Name

Florida Profit Corporation
TRI-TECH LABS, INC.

Filing Information

Document Number	P12000087599
FEI/EIN Number	46-1201943
Date Filed	10/17/2012
Effective Date	10/17/2012
State	FL
Status	ACTIVE
Last Event	REINSTATEMENT
Event Date Filed	10/11/2013

Principal Address

4403 VINELAND ROAD
B-12
ORLANDO, FL 32811

Mailing Address

4403 VINELAND ROAD
B-12
ORLANDO, FL 32811

Registered Agent Name & Address

LAL, TAMARA L
4403 VINELAND ROAD
B-12
ORLANDO, FL 32811

Officer/Director Detail

Name & Address

Title P

LAL, TAMARA
4403 VINELAND ROAD
ORLANDO, FL 32811

Title Secretary

Lal, Philip

4403 VINELAND ROAD
B-12
ORLANDO, FL 32811

Annual Reports

Report Year	Filed Date
2018	01/24/2018
2019	01/10/2019
2020	01/29/2020

Document Images

01/29/2020 -- ANNUAL REPORT	View image in PDF format
01/10/2019 -- ANNUAL REPORT	View image in PDF format
01/24/2018 -- ANNUAL REPORT	View image in PDF format
01/25/2017 -- ANNUAL REPORT	View image in PDF format
01/11/2016 -- ANNUAL REPORT	View image in PDF format
01/12/2015 -- ANNUAL REPORT	View image in PDF format
01/14/2014 -- ANNUAL REPORT	View image in PDF format
10/17/2012 -- Domestic Profit	View image in PDF format

20. **LIST OF SUBCONTRACTORS:**

SUBCONTRACTOR and/or TEMPORARY WORKER AGENCY
NAME/ADDRESS/FEDERAL I.D. NO./CONTACT PERSON/PHONE #:

Enco Orlando
10775 Central Port Drive
Orlando, FL 32824

59-3497702
David Camacho
407-826-5314

(Attach additional sheets if necessary)

The Bidder certifies that the Bidder has investigated each subcontractor/temporary worker agency listed and has received and has in the Bidder's files evidence that each subcontractor/temporary worker agency maintains a fully-equipped organization capable, technically and financially, of performing the pertinent work and that the subcontractor/temporary agency has done similar work in a satisfactory manner. **It is further acknowledged by the contractor that any CHANGE or OMISSIONS in the subcontractors listed above shall require the City of Ocoee's approval before any work shall commence by the additional subcontractor on this project. The City reserves the right to request licenses and certifications from any and all subcontractors.**

21. **REFERENCES/EXPERIENCE OF RESPONDENT WITH SIMILAR WORK**

The Bidder shall complete the following blanks regarding experience with similar type of work. Bidder must demonstrate ability to perform services of similar complexity, nature, and size of this project within past three years.

DATE OF CONTRACT/AMOUNT OF PROJECT/CLIENT'S NAME AND ADDRESS/ TELPHONE NUMBER/EMAIL ADDRESS/NAME OF CONTACT

1. 2012 to Present $96,000 Annual General Utilities Corp Tom Felton 352-267-1358
   7621 Frog Log Ln Leesburg, FL 34748 generalutilities@aol.com
2. 2012 to Present $36,000 Annual City of Oviedo Shawn Billingsley 407-719-8183
   1067 McKinnon Ave Oviedo, FL 32765 sbillingsley@cityofoviedo.net
3. Utilities, Inc. 2012 to Present Domenic Gentilucci 407-948-9899
   dvgentilucci@uiwater.com 200 Weathersfield Ave Altamonte Springs, FL 32714

Have you any similar work in progress at this time? Yes ✓ No ___.
Length of time in business 8

Bank or other financial references: Fairwinds Credit Union

(Attach additional sheets if necessary)

22. **SUMMARY OF LITIGATION:**

Provide a summary of any litigation, claim(s), bid or contract dispute(s) filed by or against the Bidder in the past five (5) years which is related to the services that the Bidder provides in the regular course of business. The summary shall state the nature of the litigation, claim, or contact dispute, a brief description of the case, the outcome or projected outcome, and the monetary amounts involved. If none, please so state.

None of the above listed have ever been filed against Tri-Tech Labs, Inc.

23. **ACKNOWLEDGEMENT OF ADDENDA:**

Bidder acknowledges receipt of the following addenda:

No._____ Dated _____
No._____ Dated _____
No._____ Dated _____
No._____ Dated _____
No._____ Dated _____

(remainder of page left blank intentionally)

Exhibit "C"
LABORATORY SERVICES FOR CITY WATER/WASTEWATER
PRICE PROPOSAL FORM

Bid Form

A. Wastewater Treatment Facility

Item No.	Event	Unit	Quantity	Unit cost ($)	Total Annual Cost ($) (Q x U)
1A	Daily WWTP Final Effluent Fecal	EACH	365	$ 24-25	$ 8851- 25
1B	Daily WWTP Filter Effluent TSS	EACH	365	$ 12-00	$ 4380- 00
2A	Weekly WWTP Influent Parameters	EACH	52	$ 127-00	$ 6604- 00
2B	Weekly WWTP Effluent Parameters	EACH	52	$ 262-00	$ 13624- 00
3	Annual WWTP Sludge Analysis Parameters	EACH	1	$ 250-00	$ 250-00

B. Reclaimed Water

Item No.	Event	Unit	Sample Quantity	Frequency Sampled Per Year	Unit cost ($)	Total Annual Cost ($) (Q x F x U)
4	Quarterly Reclaimed Water Application Site Monitoring Parameters	EACH	10	4	$ 80-00	$ 3200-00
5	Field Analysis for Item #4	EACH	10	4	$ 85-00	$ 3400-00

C. Water Treatment Facility

Item No.	Event	Unit	Sample Quantity	Frequency Sampled Per Year	Unit cost ($)	Total Annual Cost ($) (Q x F x U)
6A	Monthly Bacteriological Sample Analysis	EACH	45	12	$ 10-00	$ 5400-00
6B	Monthly Fluoride Sample Analysis	EACH	4	12	$ 20-00	$ 960-00

Pick up will be coordinated with the lab.
Pick up price MUST be included in the testing prices listed above.

Firm Name: Tri-Tech Labs, Inc.

Prepared By: Tamara Lal

"Note any and all fees, charges, and costs associated with performing the required services must be included in the prices submitted above. These prices shall be the final cost to the City. No labor, fuel surcharges, transportation surcharges, treatment or disposal costs, or any other fees or costs shall be paid in addition to the prices submitted on the Bid Form."

LABORATORY SERVICES FOR CITY WATER & WASTEWATER FACILITIES

LABORATORY SERVICES DESCRIPTION:

Item No. 1A - Daily WWTP Final Effluent Fecal: grab sample collected by WW staff to be picked up by lab. (pick up price should be included in the pricing)

Item No. 1B - Daily WWTP Filter Effluent TSS: grab sample collected by WW staff to be picked up by the lab. (pick up price should be included in the pricing)

Item No. 2A - Weekly Influent Parameters: Composite sample collected by WW staff consisting of TSS, CBOD, TKN, Nitrate, Total Nitrogen, and Ammonia. To be picked up by the lab. (pick up price should be included in the pricing)

Item No. 2B - Weekly Effluent Parameters: Composite sample collected by WW staff

a. -sample no. 1: TSS and CBOD
b. -sample no. 2: TKN, Nitrate, Total Nitrogen, Total Phosphorous, and Ammonia
c. -sample No. 3: FLGC grab sample collected by WW staff consisting of TKN, Nitrate, Total Nitrogen, Total Phosphorous. To be picked up by the lab. (pick up price should be included in the pricing)

Item No. 3 - Cooler delivered to the WWTP (1800 AD Mims Rd. Ocoee, FL 34761) samples are to be collected by WW staff and delivered to the lab for testing

Item No. 4 - Quarterly Reclaimed Water Application Site Monitoring Parameters: Lab is responsible for sampling 10 separate monitoring well sites (4) at the WWTP location and (6) at the Forrest Lake Golf Course. Testing for each well location consist of Nitrogen, TDS, Chloride, Fecal Coliform, pH, and NTU.

Item No. 5 - Field Analysis for Item #4: Lab is responsible to provide the City with but not limited too. Purge information, well information, depth information, date, and time.

Item No. 6A &B - Monthly Bacteriological and Fluoride Sample Analysis:
Monthly samples are collected over a 3-6-day period by Operations staff.
Pick up will be coordinated with the lab. (and included in the pricing).

Only Bid on the tests listed on this Bid Form.
The tests listed on the Bid Form are for evaluation purposes. Additional tests not listed on the Bid Form that may be needed by the City may be added by the City during the term of this contract.

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BID CONFLICT OF INTEREST DISCLOSURE FORM

The award of this contract is subject to the provisions of Chapter 112, Florida Statutes. All Bidders must disclose within their Bid: the name of any City of Ocoee employee, Mayor or City Commissioner, other City Official, or City Consultants, who owns assets or capital stock, directly or indirectly, in the Bidder's firm or any of its branches, or would directly or indirectly benefit by the profits or emoluments of this Bid. (Indirect ownership or benefit applies to any members of his or her immediate family.) Bidder certifies that no member of the entity's ownership or management is presently applying for an employee position or actively seeking an elected position with the City. In the event that a conflict of interest is identified in the provision of services, Bidder agrees to immediately notify the City in writing.

The purpose of this disclosure form is to give the City the information needed to identify potential conflicts of interest for the City Commission, Staff, and other key City employees and consultants involved in the award and administration of this contract.

According to Chapter 112, Florida Statutes, the term "conflict of interest" "means a situation in which regard for a private interest tends to lead to disregard of a public duty or interest", and refers to situations in which financial or other personal considerations may adversely affect, or have the appearance of adversely affecting, an employee's professional judgment in exercising any City duty or responsibility in administration, management, instruction, research, or other professional activities.

Please check one of the following statements and attach additional documentation if necessary:

✓ To the best of our knowledge, the undersigned firm has no potential conflict of interest for this Bid.

_____ The undersigned firm, by attachment to this form, submits information which may be a potential conflict of interest for this Bid.

Acknowledged by:

Tri-Tech Labs, Inc.
Firm Name

Signature

Tamara Lal President
Name and Title (Print or Type)

DRUG-FREE WORKPLACE CERTIFICATION

IDENTICAL TIE BIDS: Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quantity, and service are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program (Florida Statutes Section 287.037). In order to have a drug-free workplace program, a business shall:

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, and 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 pleas 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 is 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.

Bidder: Tri-Tech Labs, Inc.

Signed: [signature]

By: Tamara Lal
(Print or Type Name)

Title: President

Date: 11-03-2020

COMPANY INFORMATION/SIGNATURE SHEET BID #21-001

FAILURE TO COMPLY WITH THESE BID INSTRUCTIONS WILL RESULT IN DISQUALIFICATION OF YOUR BID. PLEASE SIGN BELOW ATTESTING THAT YOU HAVE READ AND UNDERSTAND ALL BID INSTRUCTIONS AND THAT THE PRICES REFLECTED ON THE "SCOPE OF WORK/BID SHEET" ARE ACCURATE AND WITHOUT COLLUSION.

Tri-Tech Labs, Inc.
COMPANY NAME

407- 422- 4667
TELEPHONE (INCLUDE AREA CODE)
407- 422- 4668
FAX (INCLUDE AREA CODE)
ttlab@bellsouth.net
E-MAIL ADDRESS

~~AUT~~HORIZED SIGNATURE (manual)

Tamara Lal President
NAME/TITLE (PLEASE PRINT)

4403 Vineland Rd B-12
STREET ADDRESS
Orlando, FL 32811
CITY STATE ZIP

IF REMITTANCE ADDRESS IS DIFFERENT FROM PURCHASE ORDER ADDRESS, PLEASE INDICATE BELOW:

FEDERAL ID # 46-1201943
____Individual ____Corporation ✓ Partnership ____Other (Specify)_____

Sworn to and subscribed before me by means of ☒ physical presence or ☐ online notarization this 3rd day of November, 2020.

Personally Known X or
Produced Identification_____

N/H
(Type of Identification)

Notary Public - State of FL
County of Orange

Signature of Notary Public

Notary Public State of Florida
Doreen L Barrowman
My Commission GG 150427
Expires 10/23/2021

Doreen Barrowman
Printed, typed or stamped
commissioned name of Notary Public



Florida HEALTH



State of Florida
Department of Health, Bureau of Public Health Laboratories
This is to certify that

E83294

TRI-TECH LABORATORIES, INC.
4403 VINELAND ROAD SUITE B 12
ORLANDO, FL 32811

has complied with Florida Administrative Code 64E-1,
for the examination of environmental samples in the following categories

DRINKING WATER - MICROBIOLOGY, NON-POTABLE WATER - GENERAL CHEMISTRY, NON-POTABLE WATER - MICROBIOLOGY

Continued certification is contingent upon successful on-going compliance with the NELAC Standards and FAC Rule 64E-1 regulations. Specific methods and analytes certified are cited on the Laboratory Scope of Accreditation for this laboratory and are on file at the Bureau of Public Health Laboratories, P. O. Box 210, Jacksonville, Florida 32231. Clients and customers are urged to verify with this agency the laboratory's certification status in Florida for particular methods and analytes.

Date Issued: July 01, 2020 Expiration Date: June 30, 2021



Patty A. Lewandowski, MBA, MT(ASCP)
Chief Bureau of Public Health Laboratories
DH Form 1697, 7/04
NON-TRANSFERABLE E83294-28-07/01/2020
Supersedes all previously issued certificates



State of Florida
Department of Health, Bureau of Public Health Laboratories
This is to certify that

E83294

TRI-TECH LABORATORIES, INC.
4403 VINELAND ROAD SUITE B 12
ORLANDO, FL 32811

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DRINKING WATER - MICROBIOLOGY, NON-POTABLE WATER - GENERAL CHEMISTRY, NON-POTABLE WATER - MICROBIOLOGY

Continued certification is contingent upon successful on-going compliance with the NELAC Standards and FAC Rule 64E-1 regulations. Specific methods and analytes certified are cited on the Laboratory Scope of Accreditation for this laboratory and are on file at the Bureau of Public Health Laboratories, P. O. Box 210, Jacksonville, Florida 32231. Clients and customers are urged to verify with this agency the laboratory's certification status in Florida for particular methods and analytes.

Date Issued: July 01, 2019 Expiration Date: June 30, 2020

Patty A. Lewandowski, MBA, MT(ASCP)
Chief Bureau of Public Health Laboratories
DH Form 1697, 7/04
NON-TRANSFERABLE E83294-27-07/01/2019
Supersedes all previously issued certificates







State of Florida
Department of Health, Bureau of Public Health Laboratories
This is to certify that

E83294

TRI-TECH LABORATORIES, INC.
4403 VINELAND ROAD SUITE B 12
ORLANDO, FL 32811

has complied with Florida Administrative Code 64E-1,
for the examination of environmental samples in the following categories

DRINKING WATER - MICROBIOLOGY, NON-POTABLE WATER - GENERAL CHEMISTRY, NON-POTABLE WATER - MICROBIOLOGY

Continued certification is contingent upon successful on-going compliance with the NELAC Standards and FAC Rule 64E-1 regulations. Specific methods and analytes certified are cited on the Laboratory Scope of Accreditation for this laboratory and are on file at the Bureau of Public Health Laboratories, P. O. Box 210, Jacksonville, Florida 32231. Clients and customers are urged to verify with this agency the laboratory's certification status in Florida for particular methods and analytes.

Date Issued: July 01, 2018 Expiration Date: June 30, 2019



Patty A. Lewandowski, MBA, MT(ASCP)
Chief Bureau of Public Health Laboratories
DH Form 1697, 7/04
NON-TRANSFERABLE E83294-25-07/01/2018
Supersedes all previously issued certificates



State of Florida
Department of Health, Bureau of Public Health Laboratories
This is to certify that

E83294

TRI-TECH LABORATORIES, INC.
4403 VINELAND ROAD SUITE B 12
ORLANDO, FL 32811

has complied with Florida Administrative Code 64E-1,
for the examination of environmental samples in the following categories

DRINKING WATER - MICROBIOLOGY, NON-POTABLE WATER - GENERAL CHEMISTRY, NON-POTABLE WATER - MICROBIOLOGY

Continued certification is contingent upon successful on-going compliance with the NELAC Standards and FAC Rule 64E-1 regulations. Specific methods and analytes certified are cited on the Laboratory Scope of Accreditation for this laboratory and are on file at the Bureau of Public Health Laboratories, P. O. Box 210, Jacksonville, Florida 32231. Clients and customers are urged to verify with this agency the laboratory's certification status in Florida for particular methods and analytes.

Date Issued: July 01, 2020 Expiration Date: June 30, 2021

Patty A. Lewandowski, MBA, MT(ASCP)
Chief Bureau of Public Health Laboratories
DH Form 1697, 7/04
NON-TRANSFERABLE E83294-28-07/01/2020
Supersedes all previously issued certificates

Ron DeSantis
Governor

Florida HEALTH

Laboratory Scope of Accreditation

Attachment to Certificate #: E83294-28, expiration date June 30, 2021. This listing of accredited analytes should be used only when associated with a valid certificate.

State Laboratory ID: **E83294** **EPA Lab Code:** **FL00525** **(407) 422-4667**

E83294
Tri-Tech Laboratories, Inc.
4403 Vineland Road
Suite B 12
Orlando, FL 32811

Matrix: **Drinking Water**

Analyte	Method/Tech	Category	Certification Type	Effective Date
Escherichia coli	EC + MUG	Microbiology	NELAP	11/15/2002
Escherichia coli	SM 9223 B	Microbiology	NELAP	11/15/2002
Total coliforms	SM 9222 B	Microbiology	NELAP	7/5/2005
Total coliforms	SM 9223 B	Microbiology	NELAP	11/15/2002

Clients and Customers are urged to verify the laboratory's current certification status with the Environmental Laboratory Certification Program.

Issue Date: 7/1/2020 **Expiration Date: 6/30/2021**

Laboratory Scope of Accreditation

Attachment to Certificate #: E83294-28, expiration date June 30, 2021. This listing of accredited analytes should be used only when associated with a valid certificate.

State Laboratory ID: E83294 **EPA Lab Code: FL00525** **(407) 422-4667**

E83294
Tri-Tech Laboratories, Inc.
4403 Vineland Road
Suite B 12
Orlando, FL 32811

Matrix: Non-Potable Water

Analyte	Method/Tech	Category	Certification Type	Effective Date
Carbonaceous BOD (CBOD)	SM 5210 B	General Chemistry	NELAP	11/15/2002
Fecal coliforms	SM 9222 D	Microbiology	NELAP	11/15/2002
Residue-nonfilterable (TSS)	SM 2540 D-2011	General Chemistry	NELAP	1/11/2019
Total coliforms	SM 9222 B	Microbiology	NELAP	11/15/2002

Clients and Customers are urged to verify the laboratory's current certification status with the Environmental Laboratory Certification Program.

Issue Date: 7/1/2020 **Expiration Date: 6/30/2021**



State of Florida
Department of Health, Bureau of Public Health Laboratories
This is to certify that

E83182

ENVIRONMENTAL CONSERVATION LABORATORIES, INC. (ENCO) -
ORLANDO
10775 CENTRAL PORT DRIVE
ORLANDO, FL 32824-7009

has complied with Florida Administrative Code 64E-1,
for the examination of environmental samples in the following categories

DRINKING WATER - MICROBIOLOGY, DRINKING WATER - PRIMARY INORGANIC CONTAMINANTS, DRINKING WATER - SECONDARY INORGANIC CONTAMINANTS, NON-POTABLE WATER - EXTRACTABLE ORGANICS, NON-POTABLE WATER - GENERAL CHEMISTRY, NON-POTABLE WATER - METALS, NON-POTABLE WATER - MICROBIOLOGY, NON-POTABLE WATER - PESTICIDES-HERBICIDES-PCB'S, NON-POTABLE WATER - VOLATILE ORGANICS, SOLID AND CHEMICAL MATERIALS - EXTRACTABLE ORGANICS, SOLID AND CHEMICAL MATERIALS - GENERAL CHEMISTRY, SOLID AND CHEMICAL MATERIALS - METALS, SOLID AND CHEMICAL MATERIALS - PESTICIDES-HERBICIDES-PCB'S, SOLID AND CHEMICAL MATERIALS - VOLATILE ORGANICS, AIR AND EMISSIONS - VOLATILE ORGANICS

Continued certification is contingent upon successful on-going compliance with the NELAC Standards and FAC Rule 64E-1 regulations. Specific methods and analytes certified are cited on the Laboratory Scope of Accreditation for this laboratory and are on file at the Bureau of Public Health Laboratories, P. O. Box 210, Jacksonville, Florida 32231. Clients and customers are urged to verify with this agency the laboratory's certification status in Florida for particular methods and analytes.

Date Issued: July 13, 2020 Expiration Date: June 30, 2021

Patty A. Lewandowski, MBA, MT(ASCP)
Chief Bureau of Public Health Laboratories
DH Form 1697, 7/04
NON-TRANSFERABLE E83182-48-07/13/2020
Supersedes all previously issued certificates

Laboratory Scope of Accreditation

Attachment to Certificate #: E83182-48, expiration date June 30, 2021. This listing of accredited analytes should be used only when associated with a valid certificate.

State Laboratory ID: **E83182** EPA Lab Code: **FL00288** **(407) 826-5314**

E83182
Environmental Conservation Laboratories, Inc. (ENCO) - Orlando
10775 Central Port Drive
Orlando, FL 32824-7009

Matrix: **Drinking Water**

Analyte	Method/Tech	Category	Certification Type	Effective Date
Bromide	EPA 300.0	Primary Inorganic Contaminants	NELAP	7/30/2009
Chloride	EPA 300.0	Secondary Inorganic Contaminants	NELAP	5/30/2013
Color	SM 2120 B	Secondary Inorganic Contaminants	NELAP	7/30/2009
Dissolved organic carbon (DOC)	SM 5310 B	Primary Inorganic Contaminants	NELAP	7/30/2009
Escherichia coli	COLISURE	Microbiology	NELAP	10/1/2008
Fluoride	EPA 300.0	Primary Inorganic Contaminants	NELAP	3/30/2010
Nitrate	EPA 300.0	Primary Inorganic Contaminants	NELAP	7/30/2009
Nitrite	EPA 300.0	Primary Inorganic Contaminants	NELAP	7/30/2009
Nitrite as N	SM 4500-NO2-B	Primary Inorganic Contaminants	NELAP	5/30/2013
Odor	SM 2150 B	Secondary Inorganic Contaminants	NELAP	7/30/2009
Orthophosphate as P	EPA 300.0	Primary Inorganic Contaminants	NELAP	7/30/2009
Orthophosphate as P	EPA 365.1	Primary Inorganic Contaminants	NELAP	7/30/2009
pH	SM 4500-H+-B	Secondary Inorganic Contaminants	NELAP	7/30/2009
Sulfate	EPA 300.0	Primary Inorganic Contaminants	NELAP	3/30/2010
Surfactants - MBAS	SM 5540 C	Secondary Inorganic Contaminants	NELAP	7/30/2009
Total coliforms	COLISURE	Microbiology	NELAP	10/1/2008
Total nitrate-nitrite	EPA 300.0	Primary Inorganic Contaminants	NELAP	7/30/2009
Total organic carbon	SM 5310 B	Primary Inorganic Contaminants	NELAP	7/30/2009

Laboratory Scope of Accreditation

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State Laboratory ID: **E83182** EPA Lab Code: **FL00288** **(407) 826-5314**

E83182
Environmental Conservation Laboratories, Inc. (ENCO) - Orlando
10775 Central Port Drive
Orlando, FL 32824-7009

Matrix: **Non-Potable Water**

Analyte	Method/Tech	Category	Certification Type	Effective Date
1,1,1,2-Tetrachloroethane	EPA 8260	Volatile Organics	NELAP	7/1/2003
1,1,1-Trichloroethane	EPA 624.1	Volatile Organics	NELAP	3/21/2018
1,1,1-Trichloroethane	EPA 8260	Volatile Organics	NELAP	7/1/2003
1,1,2,2-Tetrachloroethane	EPA 624.1	Volatile Organics	NELAP	3/21/2018
1,1,2,2-Tetrachloroethane	EPA 8260	Volatile Organics	NELAP	7/1/2003
1,1,2-Trichloro-1,2,2-trifluoroethane (Freon 113)	EPA 8260	Volatile Organics	NELAP	11/17/2006
1,1,2-Trichloroethane	EPA 624.1	Volatile Organics	NELAP	3/21/2018
1,1,2-Trichloroethane	EPA 8260	Volatile Organics	NELAP	7/1/2003
1,1-Dichloroethane	EPA 624.1	Volatile Organics	NELAP	3/21/2018
1,1-Dichloroethane	EPA 8260	Volatile Organics	NELAP	7/1/2003
1,1-Dichloroethylene	EPA 624.1	Volatile Organics	NELAP	3/21/2018
1,1-Dichloroethylene	EPA 8260	Volatile Organics	NELAP	7/1/2003
1,1-Dichloropropene	EPA 8260	Volatile Organics	NELAP	7/1/2003
1,2,3-Trichlorobenzene	EPA 8260	Volatile Organics	NELAP	7/1/2003
1,2,3-Trichloropropane	EPA 8260	Volatile Organics	NELAP	7/1/2003
1,2,4,5-Tetrachlorobenzene	EPA 8270	Extractable Organics	NELAP	7/1/2003
1,2,4-Trichlorobenzene	EPA 625.1	Extractable Organics	NELAP	3/21/2018
1,2,4-Trichlorobenzene	EPA 8260	Volatile Organics	NELAP	7/1/2003
1,2,4-Trichlorobenzene	EPA 8270	Extractable Organics	NELAP	7/1/2003
1,2,4-Trimethylbenzene	EPA 8260	Volatile Organics	NELAP	7/1/2003
1,2-Dibromo-3-chloropropane (DBCP)	EPA 504.1	Volatile Organics	NELAP	4/27/2006
1,2-Dibromo-3-chloropropane (DBCP)	EPA 8011	Volatile Organics	NELAP	7/1/2003
1,2-Dibromo-3-chloropropane (DBCP)	EPA 8260	Volatile Organics	NELAP	7/1/2003
1,2-Dibromoethane (EDB, Ethylene dibromide)	EPA 504.1	Volatile Organics	NELAP	4/27/2006
1,2-Dibromoethane (EDB, Ethylene dibromide)	EPA 8011	Volatile Organics	NELAP	7/1/2003
1,2-Dibromoethane (EDB, Ethylene dibromide)	EPA 8260	Volatile Organics	NELAP	7/1/2003
1,2-Dichlorobenzene	EPA 624.1	Volatile Organics	NELAP	3/21/2018
1,2-Dichlorobenzene	EPA 8260	Volatile Organics	NELAP	7/1/2003
1,2-Dichlorobenzene	EPA 8270	Extractable Organics	NELAP	7/1/2003
1,2-Dichloroethane	EPA 624.1	Volatile Organics	NELAP	3/21/2018
1,2-Dichloroethane	EPA 8260	Volatile Organics	NELAP	7/1/2003
1,2-Dichloropropane	EPA 624.1	Volatile Organics	NELAP	3/21/2018
1,2-Dichloropropane	EPA 8260	Volatile Organics	NELAP	7/1/2003
1,2-Diphenylhydrazine	EPA 8270	Extractable Organics	NELAP	7/1/2003
1,3,5-Trimethylbenzene	EPA 8260	Volatile Organics	NELAP	7/1/2003
1,3,5-Trinitrobenzene (1,3,5-TNB)	EPA 8270	Extractable Organics	NELAP	6/18/2009

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Issue Date: 7/13/2020 **Expiration Date: 6/30/2021**

Laboratory Scope of Accreditation

Attachment to Certificate #: E83182-48, expiration date June 30, 2021. This listing of accredited analytes should be used only when associated with a valid certificate.

State Laboratory ID: **E83182** EPA Lab Code: **FL00288** **(407) 826-5314**

E83182
Environmental Conservation Laboratories, Inc. (ENCO) - Orlando
10775 Central Port Drive
Orlando, FL 32824-7009

Matrix: **Non-Potable Water**

Analyte	Method/Tech	Category	Certification Type	Effective Date
1,3-Dichlorobenzene	EPA 624.1	Volatile Organics	NELAP	3/21/2018
1,3-Dichlorobenzene	EPA 8260	Volatile Organics	NELAP	7/1/2003
1,3-Dichlorobenzene	EPA 8270	Extractable Organics	NELAP	7/1/2003
1,3-Dichloropropane	EPA 8260	Volatile Organics	NELAP	7/1/2003
1,3-Dinitrobenzene (1,3-DNB)	EPA 8270	Extractable Organics	NELAP	7/1/2003
1,4-Dichlorobenzene	EPA 624.1	Volatile Organics	NELAP	3/21/2018
1,4-Dichlorobenzene	EPA 8260	Volatile Organics	NELAP	7/1/2003
1,4-Dichlorobenzene	EPA 8270	Extractable Organics	NELAP	7/1/2003
1,4-Dioxane (1,4-Diethyleneoxide)	EPA 8260	Volatile Organics	NELAP	7/1/2003
1,4-Dioxane (1,4-Diethyleneoxide)	EPA 8270	Volatile Organics	NELAP	11/19/2015
1,4-Naphthoquinone	EPA 8270	Extractable Organics	NELAP	7/1/2003
1,4-Phenylenediamine	EPA 8270	Extractable Organics	NELAP	7/1/2003
1-Methylnaphthalene	EPA 8270	Extractable Organics	NELAP	5/30/2013
1-Naphthylamine	EPA 8270	Extractable Organics	NELAP	7/1/2003
2,2-Dichloropropane	EPA 8260	Volatile Organics	NELAP	7/1/2003
2,2'-Oxybis(1-chloropropane),bis(2-Chloro-1-methylethyl)ether (fka bis(2-Chloroisopropyl) ether	EPA 625.1	Extractable Organics	NELAP	3/21/2018
2,2'-Oxybis(1-chloropropane),bis(2-Chloro-1-methylethyl)ether (fka bis(2-Chloroisopropyl) ether	EPA 8270	Extractable Organics	NELAP	7/1/2003
2,3,4,6-Tetrachlorophenol	EPA 8270	Extractable Organics	NELAP	7/1/2003
2,4,5-T	EPA 615	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
2,4,5-T	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
2,4,5-Trichlorophenol	EPA 8270	Extractable Organics	NELAP	7/1/2003
2,4,6-Trichlorophenol	EPA 625.1	Extractable Organics	NELAP	3/21/2018
2,4,6-Trichlorophenol	EPA 8270	Extractable Organics	NELAP	7/1/2003
2,4-D	EPA 615	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
2,4-D	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
2,4-DB	EPA 615	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
2,4-DB	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
2,4-Dichlorophenol	EPA 625.1	Extractable Organics	NELAP	3/21/2018
2,4-Dichlorophenol	EPA 8270	Extractable Organics	NELAP	7/1/2003
2,4-Dimethylphenol	EPA 625.1	Extractable Organics	NELAP	3/21/2018
2,4-Dimethylphenol	EPA 8270	Extractable Organics	NELAP	7/1/2003
2,4-Dinitrophenol	EPA 625.1	Extractable Organics	NELAP	3/21/2018
2,4-Dinitrophenol	EPA 8270	Extractable Organics	NELAP	7/1/2003
2,4-Dinitrotoluene (2,4-DNT)	EPA 625.1	Extractable Organics	NELAP	3/21/2018
2,4-Dinitrotoluene (2,4-DNT)	EPA 8270	Extractable Organics	NELAP	7/1/2003

Laboratory Scope of Accreditation

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State Laboratory ID: **E83182** EPA Lab Code: **FL00288** **(407) 826-5314**

E83182
Environmental Conservation Laboratories, Inc. (ENCO) - Orlando
10775 Central Port Drive
Orlando, FL 32824-7009

Matrix: **Non-Potable Water**

Analyte	Method/Tech	Category	Certification Type	Effective Date
2,6-Dichlorophenol	EPA 8270	Extractable Organics	NELAP	7/1/2003
2,6-Dinitrotoluene (2,6-DNT)	EPA 625.1	Extractable Organics	NELAP	3/21/2018
2,6-Dinitrotoluene (2,6-DNT)	EPA 8270	Extractable Organics	NELAP	7/1/2003
2-Acetylaminofluorene	EPA 8270	Extractable Organics	NELAP	7/1/2003
2-Butanone (Methyl ethyl ketone, MEK)	EPA 8260	Volatile Organics	NELAP	7/1/2003
2-Chloroethyl vinyl ether	EPA 624.1	Volatile Organics	NELAP	3/21/2018
2-Chloroethyl vinyl ether	EPA 8260	Volatile Organics	NELAP	7/1/2003
2-Chloronaphthalene	EPA 625.1	Extractable Organics	NELAP	3/21/2018
2-Chloronaphthalene	EPA 8270	Extractable Organics	NELAP	7/1/2003
2-Chlorophenol	EPA 625.1	Extractable Organics	NELAP	3/21/2018
2-Chlorophenol	EPA 8270	Extractable Organics	NELAP	7/1/2003
2-Chlorotoluene	EPA 8260	Volatile Organics	NELAP	7/1/2003
2-Hexanone	EPA 8260	Volatile Organics	NELAP	7/1/2003
2-Methyl-4,6-dinitrophenol	EPA 625.1	Extractable Organics	NELAP	3/21/2018
2-Methyl-4,6-dinitrophenol	EPA 8270	Extractable Organics	NELAP	7/1/2003
2-Methylnaphthalene	EPA 8270	Extractable Organics	NELAP	7/1/2003
2-Methylphenol (o-Cresol)	EPA 625.1	Extractable Organics	NELAP	3/21/2018
2-Methylphenol (o-Cresol)	EPA 8270	Extractable Organics	NELAP	7/1/2003
2-Naphthylamine	EPA 8270	Extractable Organics	NELAP	7/1/2003
2-Nitroaniline	EPA 8270	Extractable Organics	NELAP	7/1/2003
2-Nitrophenol	EPA 625.1	Extractable Organics	NELAP	3/21/2018
2-Nitrophenol	EPA 8270	Extractable Organics	NELAP	7/1/2003
2-Picoline (2-Methylpyridine)	EPA 8270	Extractable Organics	NELAP	7/1/2003
3,3'-Dichlorobenzidine	EPA 625.1	Extractable Organics	NELAP	3/21/2018
3,3'-Dichlorobenzidine	EPA 8270	Extractable Organics	NELAP	7/1/2003
3,3'-Dimethylbenzidine	EPA 8270	Extractable Organics	NELAP	7/1/2003
3,5-Dichlorobenzoic acid	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
3/4-Methylphenols (m/p-Cresols)	EPA 625.1	Extractable Organics	NELAP	3/21/2018
3/4-Methylphenols (m/p-Cresols)	EPA 8270	Extractable Organics	NELAP	11/17/2006
3-Methylcholanthrene	EPA 8270	Extractable Organics	NELAP	7/1/2003
3-Nitroaniline	EPA 8270	Extractable Organics	NELAP	7/1/2003
4,4'-DDD	EPA 608.3	Pesticides-Herbicides-PCB's	NELAP	3/21/2018
4,4'-DDD	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
4,4'-DDE	EPA 608.3	Pesticides-Herbicides-PCB's	NELAP	3/21/2018
4,4'-DDE	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
4,4'-DDT	EPA 608.3	Pesticides-Herbicides-PCB's	NELAP	3/21/2018

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Issue Date: 7/13/2020 **Expiration Date: 6/30/2021**

Laboratory Scope of Accreditation

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State Laboratory ID: **E83182** EPA Lab Code: **FL00288** **(407) 826-5314**

E83182
Environmental Conservation Laboratories, Inc. (ENCO) - Orlando
10775 Central Port Drive
Orlando, FL 32824-7009

Matrix: **Non-Potable Water**

Analyte	Method/Tech	Category	Certification Type	Effective Date
4,4'-DDT	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
4-Aminobiphenyl	EPA 8270	Extractable Organics	NELAP	7/1/2003
4-Bromophenyl phenyl ether	EPA 625.1	Extractable Organics	NELAP	3/21/2018
4-Bromophenyl phenyl ether	EPA 8270	Extractable Organics	NELAP	7/1/2003
4-Chloro-3-methylphenol	EPA 625.1	Extractable Organics	NELAP	3/21/2018
4-Chloro-3-methylphenol	EPA 8270	Extractable Organics	NELAP	7/1/2003
4-Chloroaniline	EPA 8270	Extractable Organics	NELAP	7/1/2003
4-Chlorophenyl phenylether	EPA 625.1	Extractable Organics	NELAP	3/21/2018
4-Chlorophenyl phenylether	EPA 8270	Extractable Organics	NELAP	7/1/2003
4-Chlorotoluene	EPA 8260	Volatile Organics	NELAP	7/1/2003
4-Dimethyl aminoazobenzene	EPA 8270	Extractable Organics	NELAP	7/1/2003
4-Methyl-2-pentanone (MIBK)	EPA 8260	Volatile Organics	NELAP	7/1/2003
4-Nitroaniline	EPA 8270	Extractable Organics	NELAP	7/1/2003
4-Nitrophenol	EPA 625.1	Extractable Organics	NELAP	3/21/2018
4-Nitrophenol	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
4-Nitrophenol	EPA 8270	Extractable Organics	NELAP	7/1/2003
5-Nitro-o-toluidine	EPA 8270	Extractable Organics	NELAP	7/1/2003
7,12-Dimethylbenz(a) anthracene	EPA 8270	Extractable Organics	NELAP	7/1/2003
a,a-Dimethylphenethylamine	EPA 8270	Extractable Organics	NELAP	7/1/2003
Acenaphthene	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Acenaphthene	EPA 8270	Extractable Organics	NELAP	7/1/2003
Acenaphthylene	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Acenaphthylene	EPA 8270	Extractable Organics	NELAP	7/1/2003
Acetic acid	ENCO VGC-13 / HPLC-UV	Extractable Organics	NELAP	11/19/2015
Acetone	EPA 8260	Volatile Organics	NELAP	7/1/2003
Acetonitrile	EPA 8260	Volatile Organics	NELAP	7/1/2003
Acetophenone	EPA 8270	Extractable Organics	NELAP	7/1/2003
Acidity, as CaCO3	SM 2310 B	General Chemistry	NELAP	2/4/2008
Acifluorfen	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Acrolein (Propenal)	EPA 624.1	Volatile Organics	NELAP	3/21/2018
Acrolein (Propenal)	EPA 8260	Volatile Organics	NELAP	7/1/2003
Acrylonitrile	EPA 624.1	Volatile Organics	NELAP	3/21/2018
Acrylonitrile	EPA 8260	Volatile Organics	NELAP	7/1/2003
Aldrin	EPA 608.3	Pesticides-Herbicides-PCB's	NELAP	3/21/2018
Aldrin	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Alkalinity as CaCO3	EPA 310.2	General Chemistry	NELAP	10/30/2002

Laboratory Scope of Accreditation

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E83182
Environmental Conservation Laboratories, Inc. (ENCO) - Orlando
10775 Central Port Drive
Orlando, FL 32824-7009

Matrix: **Non-Potable Water**

Analyte	Method/Tech	Category	Certification Type	Effective Date
Alkalinity as CaCO3	SM 2320 B	General Chemistry	NELAP	2/4/2008
Allyl chloride (3-Chloropropene)	EPA 8260	Volatile Organics	NELAP	7/1/2003
alpha-BHC (alpha-Hexachlorocyclohexane)	EPA 608.3	Pesticides-Herbicides-PCB's	NELAP	3/21/2018
alpha-BHC (alpha-Hexachlorocyclohexane)	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
alpha-Chlordane	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Aluminum	EPA 200.7	Metals	NELAP	7/13/2020
Aluminum	EPA 200.8	Metals	NELAP	4/14/2006
Aluminum	EPA 6010	Metals	NELAP	7/13/2020
Aluminum	EPA 6020	Metals	NELAP	4/14/2006
Ammonia as N	EPA 350.1	General Chemistry	NELAP	2/13/2002
Aniline	EPA 8270	Extractable Organics	NELAP	7/1/2003
Anthracene	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Anthracene	EPA 8270	Extractable Organics	NELAP	7/1/2003
Antimony	EPA 200.7	Metals	NELAP	7/13/2020
Antimony	EPA 200.8	Metals	NELAP	4/14/2006
Antimony	EPA 6010	Metals	NELAP	7/13/2020
Antimony	EPA 6020	Metals	NELAP	4/14/2006
Aramite	EPA 8270	Extractable Organics	NELAP	7/1/2003
Aroclor-1016 (PCB-1016)	EPA 608.3	Pesticides-Herbicides-PCB's	NELAP	3/21/2018
Aroclor-1016 (PCB-1016)	EPA 8082	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Aroclor-1221 (PCB-1221)	EPA 608.3	Pesticides-Herbicides-PCB's	NELAP	3/21/2018
Aroclor-1221 (PCB-1221)	EPA 8082	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Aroclor-1232 (PCB-1232)	EPA 608.3	Pesticides-Herbicides-PCB's	NELAP	3/21/2018
Aroclor-1232 (PCB-1232)	EPA 8082	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Aroclor-1242 (PCB-1242)	EPA 608.3	Pesticides-Herbicides-PCB's	NELAP	3/21/2018
Aroclor-1242 (PCB-1242)	EPA 8082	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Aroclor-1248 (PCB-1248)	EPA 608.3	Pesticides-Herbicides-PCB's	NELAP	3/21/2018
Aroclor-1248 (PCB-1248)	EPA 8082	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Aroclor-1254 (PCB-1254)	EPA 608.3	Pesticides-Herbicides-PCB's	NELAP	3/21/2018
Aroclor-1254 (PCB-1254)	EPA 8082	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Aroclor-1260 (PCB-1260)	EPA 608.3	Pesticides-Herbicides-PCB's	NELAP	3/21/2018
Aroclor-1260 (PCB-1260)	EPA 8082	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Aroclor-1262 (PCB-1262)	EPA 8082	Pesticides-Herbicides-PCB's	NELAP	5/30/2013
Aroclor-1268 (PCB-1268)	EPA 8082	Pesticides-Herbicides-PCB's	NELAP	5/30/2013
Arsenic	EPA 200.7	Metals	NELAP	7/13/2020
Arsenic	EPA 200.8	Metals	NELAP	4/14/2006

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E83182
Environmental Conservation Laboratories, Inc. (ENCO) - Orlando
10775 Central Port Drive
Orlando, FL 32824-7009

Matrix: **Non-Potable Water**

Analyte	Method/Tech	Category	Certification Type	Effective Date
Arsenic	EPA 6010	Metals	NELAP	7/13/2020
Arsenic	EPA 6020	Metals	NELAP	4/14/2006
Atrazine	EPA 8270	Extractable Organics	NELAP	10/1/2008
Azinphos-methyl (Guthion)	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Barium	EPA 200.7	Metals	NELAP	7/13/2020
Barium	EPA 200.8	Metals	NELAP	4/14/2006
Barium	EPA 6010	Metals	NELAP	7/13/2020
Barium	EPA 6020	Metals	NELAP	4/14/2006
Bentazon	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Benzaldehyde	EPA 8270	Extractable Organics	NELAP	5/30/2013
Benzene	EPA 624.1	Volatile Organics	NELAP	3/21/2018
Benzene	EPA 8260	Volatile Organics	NELAP	7/1/2003
Benzidine	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Benzidine	EPA 8270	Extractable Organics	NELAP	7/1/2003
Benzo(a)anthracene	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Benzo(a)anthracene	EPA 8270	Extractable Organics	NELAP	7/1/2003
Benzo(a)pyrene	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Benzo(a)pyrene	EPA 8270	Extractable Organics	NELAP	7/1/2003
Benzo(b)fluoranthene	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Benzo(b)fluoranthene	EPA 8270	Extractable Organics	NELAP	7/1/2003
Benzo(g,h,i)perylene	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Benzo(g,h,i)perylene	EPA 8270	Extractable Organics	NELAP	7/1/2003
Benzo(k)fluoranthene	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Benzo(k)fluoranthene	EPA 8270	Extractable Organics	NELAP	7/1/2003
Benzoic acid	EPA 8270	Extractable Organics	NELAP	7/1/2003
Benzyl alcohol	EPA 8270	Extractable Organics	NELAP	7/1/2003
Beryllium	EPA 200.7	Metals	NELAP	7/13/2020
Beryllium	EPA 200.8	Metals	NELAP	4/14/2006
Beryllium	EPA 6010	Metals	NELAP	7/13/2020
Beryllium	EPA 6020	Metals	NELAP	4/14/2006
beta-BHC (beta-Hexachlorocyclohexane)	EPA 608.3	Pesticides-Herbicides-PCB's	NELAP	3/21/2018
beta-BHC (beta-Hexachlorocyclohexane)	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Biochemical oxygen demand	SM 5210 B	General Chemistry	NELAP	2/4/2008
Biphenyl	EPA 8270	Extractable Organics	NELAP	5/30/2013
bis(2-Chloroethoxy)methane	EPA 625.1	Extractable Organics	NELAP	3/21/2018
bis(2-Chloroethoxy)methane	EPA 8270	Extractable Organics	NELAP	7/1/2003





Laboratory Scope of Accreditation

Attachment to Certificate #: E83182-48, expiration date June 30, 2021. This listing of accredited analytes should be used only when associated with a valid certificate.

State Laboratory ID: **E83182** EPA Lab Code: **FL00288** **(407) 826-5314**

E83182
Environmental Conservation Laboratories, Inc. (ENCO) - Orlando
10775 Central Port Drive
Orlando, FL 32824-7009

Matrix: **Non-Potable Water**

Analyte	Method/Tech	Category	Certification Type	Effective Date
bis(2-Chloroethyl) ether	EPA 625.1	Extractable Organics	NELAP	3/21/2018
bis(2-Chloroethyl) ether	EPA 8270	Extractable Organics	NELAP	7/1/2003
Bolstar (Sulprofos)	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Boron	EPA 200.7	Metals	NELAP	7/13/2020
Boron	EPA 6010	Metals	NELAP	7/13/2020
Boron	EPA 6020	Metals	NELAP	11/22/2019
Bromide	EPA 300.0	General Chemistry	NELAP	2/13/2002
Bromide	EPA 9056	General Chemistry	NELAP	7/1/2003
Bromobenzene	EPA 8260	Volatile Organics	NELAP	7/1/2003
Bromochloromethane	EPA 8260	Volatile Organics	NELAP	7/1/2003
Bromodichloromethane	EPA 624.1	Volatile Organics	NELAP	3/21/2018
Bromodichloromethane	EPA 8260	Volatile Organics	NELAP	7/1/2003
Bromoform	EPA 624.1	Volatile Organics	NELAP	3/21/2018
Bromoform	EPA 8260	Volatile Organics	NELAP	7/1/2003
Butyl benzyl phthalate	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Butyl benzyl phthalate	EPA 8270	Extractable Organics	NELAP	7/1/2003
Butyric acid (Butanoic acid)	ENCO VGC-13 / HPLC-UV	Extractable Organics	NELAP	11/19/2015
Cadmium	EPA 200.7	Metals	NELAP	7/13/2020
Cadmium	EPA 200.8	Metals	NELAP	4/14/2006
Cadmium	EPA 6010	Metals	NELAP	7/13/2020
Cadmium	EPA 6020	Metals	NELAP	4/14/2006
Calcium	ENCO SOP MET/15.0 / ICP-MS	Metals	NELAP	11/17/2006
Calcium	EPA 200.7	Metals	NELAP	7/13/2020
Calcium	EPA 6010	Metals	NELAP	7/13/2020
Calcium	EPA 6020	Metals	NELAP	4/14/2006
Caprolactam	EPA 8270	Extractable Organics	NELAP	5/30/2013
Carbazole	EPA 8270	Extractable Organics	NELAP	7/1/2003
Carbon dioxide	RSK-175	Volatile Organics	NELAP	7/13/2020
Carbon disulfide	EPA 8260	Volatile Organics	NELAP	7/1/2003
Carbon tetrachloride	EPA 624.1	Volatile Organics	NELAP	3/21/2018
Carbon tetrachloride	EPA 8260	Volatile Organics	NELAP	7/1/2003
Carbonaceous BOD (CBOD)	SM 5210 B	General Chemistry	NELAP	2/13/2002
Chemical oxygen demand	EPA 410.4	General Chemistry	NELAP	2/13/2002
Chemical oxygen demand	SM 5220 D	General Chemistry	NELAP	5/30/2013
Chloramben	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Chlordane (tech.)	EPA 608.3	Pesticides-Herbicides-PCB's	NELAP	3/21/2018

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Issue Date: 7/13/2020 **Expiration Date: 6/30/2021**

Laboratory Scope of Accreditation

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E83182
Environmental Conservation Laboratories, Inc. (ENCO) - Orlando
10775 Central Port Drive
Orlando, FL 32824-7009

Matrix: **Non-Potable Water**

Analyte	Method/Tech	Category	Certification Type	Effective Date
Chlordane (tech.)	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Chloride	EPA 300.0	General Chemistry	NELAP	2/13/2002
Chloride	EPA 9056	General Chemistry	NELAP	7/1/2003
Chlorobenzene	EPA 624.1	Volatile Organics	NELAP	3/21/2018
Chlorobenzene	EPA 8260	Volatile Organics	NELAP	7/1/2003
Chlorobenzilate	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Chloroethane	EPA 624.1	Volatile Organics	NELAP	3/21/2018
Chloroethane	EPA 8260	Volatile Organics	NELAP	7/1/2003
Chloroform	EPA 624.1	Volatile Organics	NELAP	3/21/2018
Chloroform	EPA 8260	Volatile Organics	NELAP	7/1/2003
Chlorophylls	SM 10200 H	General Chemistry	NELAP	10/1/2008
Chloroprene	EPA 8260	Volatile Organics	NELAP	7/1/2003
Chlorpyrifos	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Chromium	EPA 200.7	Metals	NELAP	7/13/2020
Chromium	EPA 200.8	Metals	NELAP	4/14/2006
Chromium	EPA 6010	Metals	NELAP	7/13/2020
Chromium	EPA 6020	Metals	NELAP	4/14/2006
Chromium VI	EPA 7196	General Chemistry	NELAP	7/1/2003
Chromium VI	SM 3500-Cr B (20th/21st/22nd Ed.)/UV-VIS	General Chemistry	NELAP	5/30/2013
Chrysene	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Chrysene	EPA 8270	Extractable Organics	NELAP	7/1/2003
cis-1,2-Dichloroethylene	EPA 8260	Volatile Organics	NELAP	7/1/2003
cis-1,3-Dichloropropene	EPA 624.1	Volatile Organics	NELAP	3/21/2018
cis-1,3-Dichloropropene	EPA 8260	Volatile Organics	NELAP	7/1/2003
Cobalt	EPA 200.7	Metals	NELAP	7/13/2020
Cobalt	EPA 200.8	Metals	NELAP	4/14/2006
Cobalt	EPA 6010	Metals	NELAP	7/13/2020
Cobalt	EPA 6020	Metals	NELAP	4/14/2006
Color	SM 2120 B	General Chemistry	NELAP	2/4/2008
Conductivity	EPA 120.1	General Chemistry	NELAP	2/13/2002
Copper	EPA 200.7	Metals	NELAP	7/13/2020
Copper	EPA 200.8	Metals	NELAP	4/14/2006
Copper	EPA 6010	Metals	NELAP	7/13/2020
Copper	EPA 6020	Metals	NELAP	4/14/2006
Coumaphos	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018

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E83182
Environmental Conservation Laboratories, Inc. (ENCO) - Orlando
10775 Central Port Drive
Orlando, FL 32824-7009

Matrix: **Non-Potable Water**

Analyte	Method/Tech	Category	Certification Type	Effective Date
Cyanide	SM 4500-CN E	General Chemistry	NELAP	2/4/2008
Cyclohexane	EPA 8260	Volatile Organics	NELAP	5/30/2013
Dacthal (DCPA)	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Dalapon	EPA 615	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Dalapon	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
delta-BHC	EPA 608.3	Pesticides-Herbicides-PCB's	NELAP	3/21/2018
delta-BHC	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Di(2-ethylhexyl) phthalate (DEHP)	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Di(2-ethylhexyl) phthalate (DEHP)	EPA 8270	Extractable Organics	NELAP	7/1/2003
Diallate	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Diazinon	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Dibenz(a,h)anthracene	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Dibenz(a,h)anthracene	EPA 8270	Extractable Organics	NELAP	7/1/2003
Dibenzofuran	EPA 8270	Extractable Organics	NELAP	7/1/2003
Dibromochloromethane	EPA 624.1	Volatile Organics	NELAP	3/21/2018
Dibromochloromethane	EPA 8260	Volatile Organics	NELAP	7/1/2003
Dibromomethane	EPA 8260	Volatile Organics	NELAP	7/1/2003
Dicamba	EPA 615	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Dicamba	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Dichlorodifluoromethane	EPA 8260	Volatile Organics	NELAP	7/1/2003
Dichlorofenthion	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Dichloroprop (Dichlorprop)	EPA 615	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Dichloroprop (Dichlorprop)	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Dichlorovos (DDVP, Dichlorvos)	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Dieldrin	EPA 608.3	Pesticides-Herbicides-PCB's	NELAP	3/21/2018
Dieldrin	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Diethyl phthalate	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Diethyl phthalate	EPA 8270	Extractable Organics	NELAP	7/1/2003
Diethylene glycol	EPA 8015	Extractable Organics	NELAP	11/19/2015
Dimethoate	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Dimethyl phthalate	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Dimethyl phthalate	EPA 8270	Extractable Organics	NELAP	7/1/2003
Di-n-butyl phthalate	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Di-n-butyl phthalate	EPA 8270	Extractable Organics	NELAP	7/1/2003
Di-n-octyl phthalate	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Di-n-octyl phthalate	EPA 8270	Extractable Organics	NELAP	7/1/2003

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E83182
Environmental Conservation Laboratories, Inc. (ENCO) - Orlando
10775 Central Port Drive
Orlando, FL 32824-7009

Matrix: **Non-Potable Water**

Analyte	Method/Tech	Category	Certification Type	Effective Date
Dinoseb (2-sec-butyl-4,6-dinitrophenol, DNBP)	EPA 615	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Dinoseb (2-sec-butyl-4,6-dinitrophenol, DNBP)	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Dinoseb (2-sec-butyl-4,6-dinitrophenol, DNBP)	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Disulfoton	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	10/1/2008
Endosulfan I	EPA 608.3	Pesticides-Herbicides-PCB's	NELAP	3/21/2018
Endosulfan I	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Endosulfan II	EPA 608.3	Pesticides-Herbicides-PCB's	NELAP	3/21/2018
Endosulfan II	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Endosulfan sulfate	EPA 608.3	Pesticides-Herbicides-PCB's	NELAP	3/21/2018
Endosulfan sulfate	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Endrin	EPA 608.3	Pesticides-Herbicides-PCB's	NELAP	3/21/2018
Endrin	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Endrin aldehyde	EPA 608.3	Pesticides-Herbicides-PCB's	NELAP	3/21/2018
Endrin aldehyde	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Endrin ketone	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
EPN	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Ethane	RSK-175	Volatile Organics	NELAP	7/13/2020
Ethion	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Ethyl methacrylate	EPA 8260	Volatile Organics	NELAP	7/1/2003
Ethyl methanesulfonate	EPA 8270	Extractable Organics	NELAP	7/1/2003
Ethylbenzene	EPA 624.1	Volatile Organics	NELAP	3/21/2018
Ethylbenzene	EPA 8260	Volatile Organics	NELAP	7/1/2003
Ethylene	RSK-175	Volatile Organics	NELAP	7/13/2020
Ethylene glycol	EPA 8015	Volatile Organics	NELAP	11/19/2015
Famphur	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Fecal coliforms	SM 9222 D	Microbiology	NELAP	7/30/2009
Fensulfothion	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Fenthion	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Ferric iron (calc.)	SM 3500-Fe B (20th/21st Ed.)/UV-VIS	General Chemistry	NELAP	5/30/2013
Ferrous iron	SM 3500-Fe B (20th/21st Ed.)/UV-VIS	General Chemistry	NELAP	5/30/2013
Fluoranthene	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Fluoranthene	EPA 8270	Extractable Organics	NELAP	7/1/2003
Fluorene	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Fluorene	EPA 8270	Extractable Organics	NELAP	7/1/2003
Fluoride	EPA 300.0	General Chemistry	NELAP	2/13/2002

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E83182
Environmental Conservation Laboratories, Inc. (ENCO) - Orlando
10775 Central Port Drive
Orlando, FL 32824-7009

Matrix: **Non-Potable Water**

Analyte	Method/Tech	Category	Certification Type	Effective Date
Fluoride	EPA 9056	General Chemistry	NELAP	7/1/2003
gamma-BHC (Lindane, gamma-Hexachlorocyclohexane)	EPA 608.3	Pesticides-Herbicides-PCB's	NELAP	3/21/2018
gamma-BHC (Lindane, gamma-Hexachlorocyclohexane)	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
gamma-Chlordane	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Hardness	SM 2340 B	General Chemistry	NELAP	2/4/2008
Hardness	SM 2340 C	General Chemistry	NELAP	7/30/2009
Hardness (calc.)	EPA 200.7	Metals	NELAP	7/13/2020
Heptachlor	EPA 608.3	Pesticides-Herbicides-PCB's	NELAP	3/21/2018
Heptachlor	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Heptachlor epoxide	EPA 608.3	Pesticides-Herbicides-PCB's	NELAP	3/21/2018
Heptachlor epoxide	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Hexachlorobenzene	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Hexachlorobenzene	EPA 8270	Extractable Organics	NELAP	7/1/2003
Hexachlorobutadiene	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Hexachlorobutadiene	EPA 8260	Volatile Organics	NELAP	7/1/2003
Hexachlorobutadiene	EPA 8270	Extractable Organics	NELAP	7/1/2003
Hexachlorocyclopentadiene	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Hexachlorocyclopentadiene	EPA 8270	Extractable Organics	NELAP	7/1/2003
Hexachloroethane	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Hexachloroethane	EPA 8270	Extractable Organics	NELAP	7/1/2003
Hexachlorophene	EPA 8270	Extractable Organics	NELAP	7/1/2003
Hexachloropropene	EPA 8270	Extractable Organics	NELAP	7/1/2003
Hexanoic acid	ENCO VGC-13 / HPLC-UV	Extractable Organics	NELAP	11/19/2015
Indeno(1,2,3-cd)pyrene	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Indeno(1,2,3-cd)pyrene	EPA 8270	Extractable Organics	NELAP	7/1/2003
Iodomethane (Methyl iodide)	EPA 8260	Volatile Organics	NELAP	7/1/2003
Iron	ENCO SOP MET/15.0 / ICP-MS	Metals	NELAP	11/17/2006
Iron	EPA 200.7	Metals	NELAP	7/13/2020
Iron	EPA 6010	Metals	NELAP	7/13/2020
Iron	EPA 6020	Metals	NELAP	4/14/2006
Isobutyl alcohol (2-Methyl-1-propanol)	EPA 8260	Volatile Organics	NELAP	7/1/2003
Isodrin	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Isodrin	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Isohexanoic acid (4-methyl-pentanoic acid)	ENCO VGC-13 / HPLC-UV	Extractable Organics	NELAP	11/19/2015

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Issue Date: 7/13/2020 **Expiration Date: 6/30/2021**

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Matrix: **Non-Potable Water**

Analyte	Method/Tech	Category	Certification Type	Effective Date
Isopentanoic acid (3-methyl-butanoic acid, Isovaleric acid)	ENCO VGC-13 / HPLC-UV	Extractable Organics	NELAP	11/19/2015
Isophorone	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Isophorone	EPA 8270	Extractable Organics	NELAP	7/1/2003
Isopropylbenzene	EPA 8260	Volatile Organics	NELAP	7/1/2003
Isosafrole	EPA 8270	Extractable Organics	NELAP	7/1/2003
Kepone	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Kjeldahl nitrogen - total	EPA 351.2	General Chemistry	NELAP	2/13/2002
Lactic acid+2-Hydroxyisobutyric acid (coelute)	ENCO VGC-13 / HPLC-UV	Extractable Organics	NELAP	11/19/2015
Lead	EPA 200.7	Metals	NELAP	7/13/2020
Lead	EPA 200.8	Metals	NELAP	4/14/2006
Lead	EPA 6010	Metals	NELAP	7/13/2020
Lead	EPA 6020	Metals	NELAP	4/14/2006
Lithium	EPA 200.7	Metals	NELAP	7/13/2020
Lithium	EPA 6010	Metals	NELAP	7/13/2020
m+p-Xylenes	EPA 8260	Volatile Organics	NELAP	10/1/2008
Magnesium	ENCO SOP MET/15.0 / ICP-MS	Metals	NELAP	11/17/2006
Magnesium	EPA 200.7	Metals	NELAP	7/13/2020
Magnesium	EPA 6010	Metals	NELAP	7/13/2020
Magnesium	EPA 6020	Metals	NELAP	4/27/2006
Malathion	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Manganese	EPA 200.7	Metals	NELAP	7/13/2020
Manganese	EPA 200.8	Metals	NELAP	4/14/2006
Manganese	EPA 6010	Metals	NELAP	7/13/2020
Manganese	EPA 6020	Metals	NELAP	4/14/2006
MCPA	EPA 615	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
MCPA	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
MCPP	EPA 615	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
MCPP	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Mercury	EPA 245.1	Metals	NELAP	8/28/2006
Mercury	EPA 7470	Metals	NELAP	4/27/2006
Merphos	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Methacrylonitrile	EPA 8260	Volatile Organics	NELAP	7/1/2003
Methane	RSK-175	Volatile Organics	NELAP	7/13/2020
Methapyrilene	EPA 8270	Extractable Organics	NELAP	7/1/2003
Methoxychlor	EPA 608.3	Pesticides-Herbicides-PCB's	NELAP	3/21/2018

Laboratory Scope of Accreditation

Attachment to Certificate #: E83182-48, expiration date June 30, 2021. This listing of accredited analytes should be used only when associated with a valid certificate.

State Laboratory ID: **E83182** EPA Lab Code: **FL00288** **(407) 826-5314**

E83182
Environmental Conservation Laboratories, Inc. (ENCO) - Orlando
10775 Central Port Drive
Orlando, FL 32824-7009

Matrix: **Non-Potable Water**

Analyte	Method/Tech	Category	Certification Type	Effective Date
Methoxychlor	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Methyl acetate	EPA 8260	Volatile Organics	NELAP	5/30/2013
Methyl bromide (Bromomethane)	EPA 624.1	Volatile Organics	NELAP	3/21/2018
Methyl bromide (Bromomethane)	EPA 8260	Volatile Organics	NELAP	7/1/2003
Methyl chloride (Chloromethane)	EPA 624.1	Volatile Organics	NELAP	3/21/2018
Methyl chloride (Chloromethane)	EPA 8260	Volatile Organics	NELAP	7/1/2003
Methyl methacrylate	EPA 8260	Volatile Organics	NELAP	7/1/2003
Methyl methanesulfonate	EPA 8270	Extractable Organics	NELAP	7/1/2003
Methyl parathion (Parathion, methyl)	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Methyl tert-butyl ether (MTBE)	EPA 8260	Volatile Organics	NELAP	7/1/2003
Methylcyclohexane	EPA 8260	Volatile Organics	NELAP	5/30/2013
Methylene chloride	EPA 624.1	Volatile Organics	NELAP	3/21/2018
Methylene chloride	EPA 8260	Volatile Organics	NELAP	7/1/2003
Mevinphos	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Mirex	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Molybdenum	EPA 200.7	Metals	NELAP	7/13/2020
Molybdenum	EPA 200.8	Metals	NELAP	4/14/2006
Molybdenum	EPA 6010	Metals	NELAP	7/13/2020
Molybdenum	EPA 6020	Metals	NELAP	4/14/2006
Monocrotophos	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Naled	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Naphthalene	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Naphthalene	EPA 8260	Volatile Organics	NELAP	7/1/2003
Naphthalene	EPA 8270	Extractable Organics	NELAP	7/1/2003
n-Butylbenzene	EPA 8260	Volatile Organics	NELAP	7/1/2003
Nickel	EPA 200.7	Metals	NELAP	7/13/2020
Nickel	EPA 200.8	Metals	NELAP	4/14/2006
Nickel	EPA 6010	Metals	NELAP	7/13/2020
Nickel	EPA 6020	Metals	NELAP	4/14/2006
Nitrate	EPA 9056	General Chemistry	NELAP	7/1/2003
Nitrate as N	EPA 300.0	General Chemistry	NELAP	2/13/2002
Nitrate-nitrite	EPA 300.0	General Chemistry	NELAP	2/13/2002
Nitrite	EPA 9056	General Chemistry	NELAP	7/1/2003
Nitrite	SM 4500-NO2-B	General Chemistry	NELAP	2/4/2008
Nitrite as N	EPA 300.0	General Chemistry	NELAP	2/13/2002
Nitrobenzene	EPA 625.1	Extractable Organics	NELAP	3/21/2018

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Issue Date: 7/13/2020 **Expiration Date: 6/30/2021**

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Matrix: **Non-Potable Water**

Analyte	Method/Tech	Category	Certification Type	Effective Date
Nitrobenzene	EPA 8270	Extractable Organics	NELAP	7/1/2003
Nitroquinoline-1-oxide	EPA 8270	Extractable Organics	NELAP	7/1/2003
n-Nitrosodiethylamine	EPA 8270	Extractable Organics	NELAP	7/1/2003
n-Nitrosodimethylamine	EPA 625.1	Extractable Organics	NELAP	3/21/2018
n-Nitrosodimethylamine	EPA 8270	Extractable Organics	NELAP	7/1/2003
n-Nitroso-di-n-butylamine	EPA 8270	Extractable Organics	NELAP	7/1/2003
n-Nitrosodi-n-propylamine	EPA 625.1	Extractable Organics	NELAP	3/21/2018
n-Nitrosodi-n-propylamine	EPA 8270	Extractable Organics	NELAP	7/1/2003
n-Nitrosodiphenylamine	EPA 625.1	Extractable Organics	NELAP	3/21/2018
n-Nitrosodiphenylamine/Diphenylamine (analyte pair)	EPA 8270	Extractable Organics	NELAP	5/30/2013
n-Nitrosomethylethylamine	EPA 8270	Extractable Organics	NELAP	7/1/2003
n-Nitrosomorpholine	EPA 8270	Extractable Organics	NELAP	7/1/2003
n-Nitrosopiperidine	EPA 8270	Extractable Organics	NELAP	7/1/2003
n-Nitrosopyrrolidine	EPA 8270	Extractable Organics	NELAP	7/1/2003
n-Propylbenzene	EPA 8260	Volatile Organics	NELAP	7/1/2003
o,o,o-Triethyl phosphorothioate	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Organic nitrogen	EPA 351.2 - EPA 350.1	General Chemistry	NELAP	2/13/2002
Orthophosphate as P	EPA 365.1	General Chemistry	NELAP	10/30/2002
Orthophosphate as P	EPA 365.3	General Chemistry	NELAP	2/13/2002
o-Toluidine	EPA 8270	Extractable Organics	NELAP	7/1/2003
o-Xylene	EPA 8260	Volatile Organics	NELAP	11/17/2006
Parathion, ethyl	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	3/12/2010
Pentachlorobenzene	EPA 8270	Extractable Organics	NELAP	7/1/2003
Pentachloroethane	EPA 8270	Extractable Organics	NELAP	5/30/2013
Pentachloronitrobenzene (Quintozene)	EPA 8270	Extractable Organics	NELAP	7/1/2003
Pentachlorophenol	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Pentachlorophenol	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Pentachlorophenol	EPA 8270	Extractable Organics	NELAP	7/1/2003
Pentanoic acid (Valeric acid)	ENCO VGC-13 / HPLC-UV	Extractable Organics	NELAP	11/19/2015
pH	EPA 9040	General Chemistry	NELAP	7/1/2003
pH	SM 4500-H+-B	General Chemistry	NELAP	2/4/2008
Phenacetin	EPA 8270	Extractable Organics	NELAP	7/1/2003
Phenanthrene	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Phenanthrene	EPA 8270	Extractable Organics	NELAP	7/1/2003
Phenol	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Phenol	EPA 8270	Extractable Organics	NELAP	7/1/2003

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Matrix: **Non-Potable Water**

Analyte	Method/Tech	Category	Certification Type	Effective Date
Phorate	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Phosphorus, total	EPA 365.4	General Chemistry	NELAP	2/13/2002
Picloram	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
p-Isopropyltoluene	EPA 8260	Volatile Organics	NELAP	7/1/2003
Potassium	ENCO SOP MET/15.0 / ICP-MS	Metals	NELAP	11/17/2006
Potassium	EPA 200.7	Metals	NELAP	7/13/2020
Potassium	EPA 6010	Metals	NELAP	7/13/2020
Potassium	EPA 6020	Metals	NELAP	4/14/2006
Pronamide (Kerb)	EPA 8270	Extractable Organics	NELAP	7/1/2003
Propionic acid (Propanoic acid)	ENCO VGC-13 / HPLC-UV	Extractable Organics	NELAP	11/19/2015
Propionitrile (Ethyl cyanide)	EPA 8260	Volatile Organics	NELAP	7/1/2003
Propylene glycol	EPA 8015	Volatile Organics	NELAP	11/19/2015
Pyrene	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Pyrene	EPA 8270	Extractable Organics	NELAP	7/1/2003
Pyridine	EPA 625.1	Extractable Organics	NELAP	3/21/2018
Pyridine	EPA 8270	Extractable Organics	NELAP	7/1/2003
Pyruvic acid	ENCO VGC-13 / HPLC-UV	Extractable Organics	NELAP	11/19/2015
Reactive cyanide	s.7.3 SW-846	General Chemistry	NELAP	5/30/2013
Reactive sulfide	s.7.3 SW-846	General Chemistry	NELAP	5/30/2013
Residue-filterable (TDS)	SM 2540 C	General Chemistry	NELAP	2/4/2008
Residue-nonfilterable (TSS)	SM 2540 D	General Chemistry	NELAP	2/4/2008
Residue-total	SM 2540 B	General Chemistry	NELAP	2/4/2008
Residue-total	SM 2540 G	General Chemistry	NELAP	11/17/2006
Residue-volatile	EPA 160.4	General Chemistry	NELAP	2/13/2002
Ronnel	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Safrole	EPA 8270	Extractable Organics	NELAP	7/1/2003
sec-Butylbenzene	EPA 8260	Volatile Organics	NELAP	7/1/2003
Selenium	EPA 200.7	Metals	NELAP	7/13/2020
Selenium	EPA 200.8	Metals	NELAP	4/14/2006
Selenium	EPA 6010	Metals	NELAP	7/13/2020
Selenium	EPA 6020	Metals	NELAP	4/14/2006
Silica as SiO2	EPA 200.7	Metals	NELAP	7/13/2020
Silica as SiO2	EPA 6010	Metals	NELAP	7/13/2020
Silver	EPA 200.7	Metals	NELAP	7/13/2020
Silver	EPA 200.8	Metals	NELAP	4/14/2006
Silver	EPA 6010	Metals	NELAP	7/13/2020

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Matrix: **Non-Potable Water**

Analyte	Method/Tech	Category	Certification Type	Effective Date
Silver	EPA 6020	Metals	NELAP	4/14/2006
Silvex (2,4,5-TP)	EPA 615	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Silvex (2,4,5-TP)	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Sodium	ENCO SOP MET/15.0 / ICP-MS	Metals	NELAP	11/17/2006
Sodium	EPA 200.7	Metals	NELAP	7/13/2020
Sodium	EPA 6010	Metals	NELAP	7/13/2020
Sodium	EPA 6020	Metals	NELAP	4/27/2006
Strontium	EPA 200.7	Metals	NELAP	7/13/2020
Strontium	EPA 6010	Metals	NELAP	7/13/2020
Styrene	EPA 8260	Volatile Organics	NELAP	7/1/2003
Sulfate	EPA 300.0	General Chemistry	NELAP	2/13/2002
Sulfate	EPA 9056	General Chemistry	NELAP	7/1/2003
Sulfide	EPA 9030/9034	General Chemistry	NELAP	5/30/2013
Sulfide	SM 4500-S F	General Chemistry	NELAP	5/30/2013
Sulfotepp	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Surfactants - MBAS	SM 5540 C	General Chemistry	NELAP	2/4/2008
tert-Butylbenzene	EPA 8260	Volatile Organics	NELAP	7/1/2003
Tetrachloroethylene (Perchloroethylene)	EPA 624.1	Volatile Organics	NELAP	3/21/2018
Tetrachloroethylene (Perchloroethylene)	EPA 8260	Volatile Organics	NELAP	7/1/2003
Tetrachlorvinphos (Stirophos, Gardona)	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Tetraethyl pyrophosphate (TEPP)	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Thallium	EPA 200.7	Metals	NELAP	7/13/2020
Thallium	EPA 200.8	Metals	NELAP	4/14/2006
Thallium	EPA 6010	Metals	NELAP	7/13/2020
Thallium	EPA 6020	Metals	NELAP	4/14/2006
Thionazin (Zinophos)	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
Tin	ENCO SOP MET/15.0 / ICP-MS	Metals	NELAP	11/17/2006
Tin	EPA 200.7	Metals	NELAP	7/13/2020
Tin	EPA 6010	Metals	NELAP	7/13/2020
Tin	EPA 6020	Metals	NELAP	4/14/2006
Titanium	EPA 200.7	Metals	NELAP	7/13/2020
Titanium	EPA 6010	Metals	NELAP	7/13/2020
Titanium	EPA 6020	Metals	NELAP	10/1/2008
Tokuthion (Prothiophos)	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Toluene	EPA 624.1	Volatile Organics	NELAP	3/21/2018

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Orlando, FL 32824-7009

Matrix: **Non-Potable Water**

Analyte	Method/Tech	Category	Certification Type	Effective Date
Toluene	EPA 8260	Volatile Organics	NELAP	7/1/2003
Total coliforms	SM 9222 B	Microbiology	NELAP	7/30/2009
Total cyanide	EPA 9010/9014	General Chemistry	NELAP	7/1/2003
Total demeton	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Total nitrate-nitrite	EPA 9056	General Chemistry	NELAP	7/1/2003
Total nitrate-nitrite	SM 4500-NO3 H	General Chemistry	NELAP	2/4/2008
Total nitrogen	TKN + Total Nitrate-Nitrite	General Chemistry	NELAP	7/30/2009
Total organic carbon	EPA 9060	General Chemistry	NELAP	11/17/2006
Total organic carbon	SM 5310 B	General Chemistry	NELAP	2/4/2008
Total Petroleum Hydrocarbons (TPH)	FL-PRO	Extractable Organics	NELAP	7/1/2003
Total phenolics	EPA 420.1	General Chemistry	NELAP	2/13/2002
Total, fixed, and volatile residue	SM 2540 G	General Chemistry	NELAP	10/30/2002
Toxaphene (Chlorinated camphene)	EPA 608.3	Pesticides-Herbicides-PCB's	NELAP	3/21/2018
Toxaphene (Chlorinated camphene)	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	7/1/2003
trans-1,2-Dichloroethylene	EPA 624.1	Volatile Organics	NELAP	3/21/2018
trans-1,2-Dichloroethylene	EPA 8260	Volatile Organics	NELAP	7/1/2003
trans-1,3-Dichloropropene	EPA 624.1	Volatile Organics	NELAP	3/21/2018
trans-1,3-Dichloropropene	EPA 8260	Volatile Organics	NELAP	7/1/2003
trans-1,4-Dichloro-2-butene	EPA 8260	Volatile Organics	NELAP	7/1/2003
Trichloroethene (Trichloroethylene)	EPA 624.1	Volatile Organics	NELAP	3/21/2018
Trichloroethene (Trichloroethylene)	EPA 8260	Volatile Organics	NELAP	7/1/2003
Trichlorofluoromethane	EPA 624.1	Volatile Organics	NELAP	3/21/2018
Trichlorofluoromethane	EPA 8260	Volatile Organics	NELAP	7/1/2003
Triethylene glycol	EPA 8015	Volatile Organics	NELAP	11/19/2015
Turbidity	EPA 180.1	General Chemistry	NELAP	2/13/2002
Un-ionized Ammonia	DEP SOP 10/03/83	General Chemistry	NELAP	2/13/2002
Vanadium	EPA 200.7	Metals	NELAP	7/13/2020
Vanadium	EPA 200.8	Metals	NELAP	4/14/2006
Vanadium	EPA 6010	Metals	NELAP	7/13/2020
Vanadium	EPA 6020	Metals	NELAP	4/14/2006
Vinyl acetate	EPA 8260	Volatile Organics	NELAP	7/1/2003
Vinyl chloride	EPA 624.1	Volatile Organics	NELAP	3/21/2018
Vinyl chloride	EPA 8260	Volatile Organics	NELAP	7/1/2003
Xylene (total)	EPA 624.1	Volatile Organics	NELAP	3/21/2018
Xylene (total)	EPA 8260	Volatile Organics	NELAP	7/1/2003
Zinc	EPA 200.7	Metals	NELAP	7/13/2020

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Matrix: **Non-Potable Water**

Analyte	Method/Tech	Category	Certification Type	Effective Date
Zinc	EPA 200.8	Metals	NELAP	4/14/2006
Zinc	EPA 6010	Metals	NELAP	7/13/2020
Zinc	EPA 6020	Metals	NELAP	4/14/2006

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Matrix: **Solid and Chemical Materials**

Analyte	Method/Tech	Category	Certification Type	Effective Date
1,1,1,2-Tetrachloroethane	EPA 8260	Volatile Organics	NELAP	2/13/2002
1,1,1-Trichloroethane	EPA 8260	Volatile Organics	NELAP	2/13/2002
1,1,2,2-Tetrachloroethane	EPA 8260	Volatile Organics	NELAP	2/13/2002
1,1,2-Trichloro-1,2,2-trifluoroethane (Freon 113)	EPA 8260	Volatile Organics	NELAP	11/17/2006
1,1,2-Trichloroethane	EPA 8260	Volatile Organics	NELAP	2/13/2002
1,1-Dichloroethane	EPA 8260	Volatile Organics	NELAP	2/13/2002
1,1-Dichloroethylene	EPA 8260	Volatile Organics	NELAP	2/13/2002
1,1-Dichloropropene	EPA 8260	Volatile Organics	NELAP	2/13/2002
1,2,3-Trichlorobenzene	EPA 8260	Volatile Organics	NELAP	2/13/2002
1,2,3-Trichloropropane	EPA 8260	Volatile Organics	NELAP	2/13/2002
1,2,4,5-Tetrachlorobenzene	EPA 8270	Extractable Organics	NELAP	2/13/2002
1,2,4-Trichlorobenzene	EPA 8260	Volatile Organics	NELAP	2/13/2002
1,2,4-Trichlorobenzene	EPA 8270	Extractable Organics	NELAP	2/13/2002
1,2,4-Trimethylbenzene	EPA 8260	Volatile Organics	NELAP	2/13/2002
1,2-Dibromo-3-chloropropane (DBCP)	EPA 8260	Volatile Organics	NELAP	10/30/2002
1,2-Dibromoethane (EDB, Ethylene dibromide)	EPA 8260	Volatile Organics	NELAP	2/13/2002
1,2-Dichlorobenzene	EPA 8260	Volatile Organics	NELAP	2/13/2002
1,2-Dichlorobenzene	EPA 8270	Extractable Organics	NELAP	2/13/2002
1,2-Dichloroethane	EPA 8260	Volatile Organics	NELAP	2/13/2002
1,2-Dichloropropane	EPA 8260	Volatile Organics	NELAP	2/13/2002
1,2-Diphenylhydrazine	EPA 8270	Extractable Organics	NELAP	10/30/2002
1,3,5-Trimethylbenzene	EPA 8260	Volatile Organics	NELAP	2/13/2002
1,3,5-Trinitrobenzene (1,3,5-TNB)	EPA 8270	Extractable Organics	NELAP	6/18/2009
1,3-Dichlorobenzene	EPA 8260	Volatile Organics	NELAP	2/13/2002
1,3-Dichlorobenzene	EPA 8270	Extractable Organics	NELAP	2/13/2002
1,3-Dichloropropane	EPA 8260	Volatile Organics	NELAP	2/13/2002
1,3-Dinitrobenzene (1,3-DNB)	EPA 8270	Extractable Organics	NELAP	6/18/2009
1,4-Dichlorobenzene	EPA 8260	Volatile Organics	NELAP	2/13/2002
1,4-Dichlorobenzene	EPA 8270	Extractable Organics	NELAP	2/13/2002
1,4-Dioxane (1,4-Diethyleneoxide)	EPA 8260	Volatile Organics	NELAP	10/30/2002
1,4-Dioxane (1,4-Diethyleneoxide)	EPA 8270	Volatile Organics	NELAP	1/29/2018
1,4-Naphthoquinone	EPA 8270	Extractable Organics	NELAP	2/13/2002
1,4-Phenylenediamine	EPA 8270	Extractable Organics	NELAP	2/13/2002
1-Methylnaphthalene	EPA 8270	Extractable Organics	NELAP	5/30/2013
1-Naphthylamine	EPA 8270	Extractable Organics	NELAP	2/13/2002
2,2-Dichloropropane	EPA 8260	Volatile Organics	NELAP	2/13/2002

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E83182
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Matrix: **Solid and Chemical Materials**

Analyte	Method/Tech	Category	Certification Type	Effective Date
2,2'-Oxybis(1-chloropropane),bis(2-Chloro-1-methylethyl)ether (fka bis(2-Chloroisopropyl) ether	EPA 8270	Extractable Organics	NELAP	2/13/2002
2,3,4,6-Tetrachlorophenol	EPA 8270	Extractable Organics	NELAP	2/13/2002
2,4,5-T	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
2,4,5-Trichlorophenol	EPA 8270	Extractable Organics	NELAP	2/13/2002
2,4,6-Trichlorophenol	EPA 8270	Extractable Organics	NELAP	2/13/2002
2,4-D	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
2,4-DB	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
2,4-Dichlorophenol	EPA 8270	Extractable Organics	NELAP	2/13/2002
2,4-Dimethylphenol	EPA 8270	Extractable Organics	NELAP	2/13/2002
2,4-Dinitrophenol	EPA 8270	Extractable Organics	NELAP	2/13/2002
2,4-Dinitrotoluene (2,4-DNT)	EPA 8270	Extractable Organics	NELAP	2/13/2002
2,6-Dichlorophenol	EPA 8270	Extractable Organics	NELAP	2/13/2002
2,6-Dinitrotoluene (2,6-DNT)	EPA 8270	Extractable Organics	NELAP	2/13/2002
2-Acetylaminofluorene	EPA 8270	Extractable Organics	NELAP	2/13/2002
2-Butanone (Methyl ethyl ketone, MEK)	EPA 8260	Volatile Organics	NELAP	2/13/2002
2-Chloroethyl vinyl ether	EPA 8260	Volatile Organics	NELAP	2/13/2002
2-Chloronaphthalene	EPA 8270	Extractable Organics	NELAP	2/13/2002
2-Chlorophenol	EPA 8270	Extractable Organics	NELAP	2/13/2002
2-Chlorotoluene	EPA 8260	Volatile Organics	NELAP	2/13/2002
2-Hexanone	EPA 8260	Volatile Organics	NELAP	2/13/2002
2-Methyl-4,6-dinitrophenol	EPA 8270	Extractable Organics	NELAP	2/13/2002
2-Methylnaphthalene	EPA 8270	Extractable Organics	NELAP	2/13/2002
2-Methylphenol (o-Cresol)	EPA 8270	Extractable Organics	NELAP	10/30/2002
2-Naphthylamine	EPA 8270	Extractable Organics	NELAP	2/13/2002
2-Nitroaniline	EPA 8270	Extractable Organics	NELAP	2/13/2002
2-Nitrophenol	EPA 8270	Extractable Organics	NELAP	2/13/2002
2-Picoline (2-Methylpyridine)	EPA 8270	Extractable Organics	NELAP	2/13/2002
3,3'-Dichlorobenzidine	EPA 8270	Extractable Organics	NELAP	2/13/2002
3,3'-Dimethylbenzidine	EPA 8270	Extractable Organics	NELAP	10/30/2002
3,5-Dichlorobenzoic acid	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	10/30/2002
3/4-Methylphenols (m/p-Cresols)	EPA 8270	Extractable Organics	NELAP	11/17/2006
3-Methylcholanthrene	EPA 8270	Extractable Organics	NELAP	10/30/2002
3-Nitroaniline	EPA 8270	Extractable Organics	NELAP	2/13/2002
4,4'-DDD	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
4,4'-DDE	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
4,4'-DDT	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	2/13/2002

Laboratory Scope of Accreditation

Attachment to Certificate #: E83182-48, expiration date June 30, 2021. This listing of accredited analytes should be used only when associated with a valid certificate.

State Laboratory ID: **E83182** EPA Lab Code: **FL00288** **(407) 826-5314**

E83182
Environmental Conservation Laboratories, Inc. (ENCO) - Orlando
10775 Central Port Drive
Orlando, FL 32824-7009

Matrix: **Solid and Chemical Materials**

Analyte	Method/Tech	Category	Certification Type	Effective Date
4-Aminobiphenyl	EPA 8270	Extractable Organics	NELAP	2/13/2002
4-Bromophenyl phenyl ether	EPA 8270	Extractable Organics	NELAP	2/13/2002
4-Chloro-3-methylphenol	EPA 8270	Extractable Organics	NELAP	2/13/2002
4-Chloroaniline	EPA 8270	Extractable Organics	NELAP	2/13/2002
4-Chlorophenyl phenylether	EPA 8270	Extractable Organics	NELAP	2/13/2002
4-Chlorotoluene	EPA 8260	Volatile Organics	NELAP	2/13/2002
4-Dimethyl aminoazobenzene	EPA 8270	Extractable Organics	NELAP	10/30/2002
4-Methyl-2-pentanone (MIBK)	EPA 8260	Volatile Organics	NELAP	10/30/2002
4-Nitroaniline	EPA 8270	Extractable Organics	NELAP	2/13/2002
4-Nitrophenol	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
4-Nitrophenol	EPA 8270	Extractable Organics	NELAP	2/13/2002
5-Nitro-o-toluidine	EPA 8270	Extractable Organics	NELAP	2/13/2002
7,12-Dimethylbenz(a) anthracene	EPA 8270	Extractable Organics	NELAP	2/13/2002
a,a-Dimethylphenethylamine	EPA 8270	Extractable Organics	NELAP	10/30/2002
Acenaphthene	EPA 8270	Extractable Organics	NELAP	2/13/2002
Acenaphthylene	EPA 8270	Extractable Organics	NELAP	2/13/2002
Acetone	EPA 8260	Volatile Organics	NELAP	2/13/2002
Acetonitrile	EPA 8260	Volatile Organics	NELAP	10/30/2002
Acetophenone	EPA 8270	Extractable Organics	NELAP	2/13/2002
Acifluorfen	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Acrolein (Propenal)	EPA 8260	Volatile Organics	NELAP	2/13/2002
Acrylonitrile	EPA 8260	Volatile Organics	NELAP	2/13/2002
Aldrin	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Alkalinity as CaCO3	EPA 310.2	General Chemistry	NELAP	11/17/2006
Alkalinity as CaCO3	SM 2320 B	General Chemistry	NELAP	7/30/2009
Allyl chloride (3-Chloropropene)	EPA 8260	Volatile Organics	NELAP	10/30/2002
alpha-BHC (alpha-Hexachlorocyclohexane)	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
alpha-Chlordane	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	10/30/2002
Aluminum	EPA 6010	Metals	NELAP	7/13/2020
Aluminum	EPA 6020	Metals	NELAP	4/14/2006
Ammonia as N	EPA 350.1	General Chemistry	NELAP	11/17/2006
Aniline	EPA 8270	Extractable Organics	NELAP	2/13/2002
Anthracene	EPA 8270	Extractable Organics	NELAP	2/13/2002
Antimony	EPA 6010	Metals	NELAP	7/13/2020
Antimony	EPA 6020	Metals	NELAP	4/14/2006
Aramite	EPA 8270	Extractable Organics	NELAP	10/30/2002

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Matrix: **Solid and Chemical Materials**

Analyte	Method/Tech	Category	Certification Type	Effective Date
Aroclor-1016 (PCB-1016)	EPA 8082	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Aroclor-1221 (PCB-1221)	EPA 8082	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Aroclor-1232 (PCB-1232)	EPA 8082	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Aroclor-1242 (PCB-1242)	EPA 8082	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Aroclor-1248 (PCB-1248)	EPA 8082	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Aroclor-1254 (PCB-1254)	EPA 8082	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Aroclor-1260 (PCB-1260)	EPA 8082	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Aroclor-1262 (PCB-1262)	EPA 8082	Pesticides-Herbicides-PCB's	NELAP	5/30/2013
Aroclor-1268 (PCB-1268)	EPA 8082	Pesticides-Herbicides-PCB's	NELAP	5/30/2013
Arsenic	EPA 6010	Metals	NELAP	7/13/2020
Arsenic	EPA 6020	Metals	NELAP	4/14/2006
Atrazine	EPA 8270	Extractable Organics	NELAP	10/1/2008
Azinphos-methyl (Guthion)	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Barium	EPA 6010	Metals	NELAP	7/13/2020
Barium	EPA 6020	Metals	NELAP	4/14/2006
Bentazon	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Benzaldehyde	EPA 8270	Extractable Organics	NELAP	5/30/2013
Benzene	EPA 8260	Volatile Organics	NELAP	2/13/2002
Benzidine	EPA 8270	Extractable Organics	NELAP	2/13/2002
Benzo(a)anthracene	EPA 8270	Extractable Organics	NELAP	2/13/2002
Benzo(a)pyrene	EPA 8270	Extractable Organics	NELAP	2/13/2002
Benzo(b)fluoranthene	EPA 8270	Extractable Organics	NELAP	2/13/2002
Benzo(g,h,i)perylene	EPA 8270	Extractable Organics	NELAP	2/13/2002
Benzo(k)fluoranthene	EPA 8270	Extractable Organics	NELAP	2/13/2002
Benzoic acid	EPA 8270	Extractable Organics	NELAP	10/30/2002
Benzyl alcohol	EPA 8270	Extractable Organics	NELAP	2/13/2002
Beryllium	EPA 6010	Metals	NELAP	7/13/2020
Beryllium	EPA 6020	Metals	NELAP	4/14/2006
beta-BHC (beta-Hexachlorocyclohexane)	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Biphenyl	EPA 8270	Extractable Organics	NELAP	5/30/2013
bis(2-Chloroethoxy)methane	EPA 8270	Extractable Organics	NELAP	2/13/2002
bis(2-Chloroethyl) ether	EPA 8270	Extractable Organics	NELAP	2/13/2002
Bolstar (Sulprofos)	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Boron	EPA 6010	Metals	NELAP	7/13/2020
Bromide	EPA 9056	General Chemistry	NELAP	2/13/2002
Bromobenzene	EPA 8260	Volatile Organics	NELAP	2/13/2002

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Matrix: **Solid and Chemical Materials**

Analyte	Method/Tech	Category	Certification Type	Effective Date
Bromochloromethane	EPA 8260	Volatile Organics	NELAP	10/30/2002
Bromodichloromethane	EPA 8260	Volatile Organics	NELAP	2/13/2002
Bromoform	EPA 8260	Volatile Organics	NELAP	2/13/2002
Butyl benzyl phthalate	EPA 8270	Extractable Organics	NELAP	2/13/2002
Cadmium	EPA 6010	Metals	NELAP	7/13/2020
Cadmium	EPA 6020	Metals	NELAP	4/14/2006
Calcium	EPA 6010	Metals	NELAP	7/13/2020
Calcium	EPA 6020	Metals	NELAP	4/27/2006
Caprolactam	EPA 8270	Extractable Organics	NELAP	5/30/2013
Carbazole	EPA 8270	Extractable Organics	NELAP	10/30/2002
Carbon disulfide	EPA 8260	Volatile Organics	NELAP	2/13/2002
Carbon tetrachloride	EPA 8260	Volatile Organics	NELAP	2/13/2002
Chloramben	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Chlordane (tech.)	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Chloride	EPA 9056	General Chemistry	NELAP	2/13/2002
Chlorobenzene	EPA 8260	Volatile Organics	NELAP	2/13/2002
Chlorobenzilate	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	10/30/2002
Chloroethane	EPA 8260	Volatile Organics	NELAP	2/13/2002
Chloroform	EPA 8260	Volatile Organics	NELAP	2/13/2002
Chloroprene	EPA 8260	Volatile Organics	NELAP	10/30/2002
Chlorpyrifos	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Chromium	EPA 6010	Metals	NELAP	7/13/2020
Chromium	EPA 6020	Metals	NELAP	4/14/2006
Chromium VI	EPA 7196	General Chemistry	NELAP	10/7/2002
Chrysene	EPA 8270	Extractable Organics	NELAP	2/13/2002
cis-1,2-Dichloroethylene	EPA 8260	Volatile Organics	NELAP	2/13/2002
cis-1,3-Dichloropropene	EPA 8260	Volatile Organics	NELAP	2/13/2002
Cobalt	EPA 6010	Metals	NELAP	7/13/2020
Cobalt	EPA 6020	Metals	NELAP	4/14/2006
Copper	EPA 6010	Metals	NELAP	7/13/2020
Copper	EPA 6020	Metals	NELAP	4/14/2006
Coumaphos	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Cyclohexane	EPA 8260	Volatile Organics	NELAP	5/30/2013
Dacthal (DCPA)	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Dalapon	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
delta-BHC	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	2/13/2002

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Matrix: **Solid and Chemical Materials**

Analyte	Method/Tech	Category	Certification Type	Effective Date
Di(2-ethylhexyl) phthalate (DEHP)	EPA 8270	Extractable Organics	NELAP	2/13/2002
Diallate	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	10/30/2002
Diazinon	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Dibenz(a,h)anthracene	EPA 8270	Extractable Organics	NELAP	2/13/2002
Dibenzofuran	EPA 8270	Extractable Organics	NELAP	2/13/2002
Dibromochloromethane	EPA 8260	Volatile Organics	NELAP	2/13/2002
Dibromomethane	EPA 8260	Volatile Organics	NELAP	10/30/2002
Dicamba	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Dichlorodifluoromethane	EPA 8260	Volatile Organics	NELAP	2/13/2002
Dichlorofenthion	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Dichloroprop (Dichlorprop)	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Dichlorovos (DDVP, Dichlorvos)	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Dieldrin	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Diethyl phthalate	EPA 8270	Extractable Organics	NELAP	2/13/2002
Diethylene glycol	EPA 8015	Extractable Organics	NELAP	11/19/2015
Dimethoate	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	10/30/2002
Dimethyl phthalate	EPA 8270	Extractable Organics	NELAP	2/13/2002
Di-n-butyl phthalate	EPA 8270	Extractable Organics	NELAP	2/13/2002
Di-n-octyl phthalate	EPA 8270	Extractable Organics	NELAP	2/13/2002
Dinoseb (2-sec-butyl-4,6-dinitrophenol, DNBP)	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Dinoseb (2-sec-butyl-4,6-dinitrophenol, DNBP)	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	10/30/2002
Disulfoton	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	5/5/2010
Endosulfan I	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Endosulfan II	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Endosulfan sulfate	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Endrin	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Endrin aldehyde	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Endrin ketone	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
EPN	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Ethion	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Ethyl methacrylate	EPA 8260	Volatile Organics	NELAP	10/30/2002
Ethyl methanesulfonate	EPA 8270	Extractable Organics	NELAP	2/13/2002
Ethylbenzene	EPA 8260	Volatile Organics	NELAP	2/13/2002
Ethylene glycol	EPA 8015	Volatile Organics	NELAP	11/19/2015
Famphur	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	10/30/2002
Fensulfothion	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018

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Matrix: **Solid and Chemical Materials**

Analyte	Method/Tech	Category	Certification Type	Effective Date
Fenthion	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Fluoranthene	EPA 8270	Extractable Organics	NELAP	2/13/2002
Fluorene	EPA 8270	Extractable Organics	NELAP	2/13/2002
Fluoride	EPA 9056	General Chemistry	NELAP	2/13/2002
gamma-BHC (Lindane, gamma-Hexachlorocyclohexane)	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
gamma-Chlordane	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	10/30/2002
Heptachlor	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Heptachlor epoxide	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Hexachlorobenzene	EPA 8270	Extractable Organics	NELAP	2/13/2002
Hexachlorobutadiene	EPA 8260	Volatile Organics	NELAP	10/30/2002
Hexachlorobutadiene	EPA 8270	Extractable Organics	NELAP	2/13/2002
Hexachlorocyclopentadiene	EPA 8270	Extractable Organics	NELAP	2/13/2002
Hexachloroethane	EPA 8270	Extractable Organics	NELAP	2/13/2002
Hexachlorophene	EPA 8270	Extractable Organics	NELAP	2/13/2002
Hexachloropropene	EPA 8270	Extractable Organics	NELAP	2/13/2002
Indeno(1,2,3-cd)pyrene	EPA 8270	Extractable Organics	NELAP	2/13/2002
Iodomethane (Methyl iodide)	EPA 8260	Volatile Organics	NELAP	10/30/2002
Iron	EPA 6010	Metals	NELAP	7/13/2020
Iron	EPA 6020	Metals	NELAP	4/14/2006
Isobutyl alcohol (2-Methyl-1-propanol)	EPA 8260	Volatile Organics	NELAP	10/30/2002
Isodrin	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Isodrin	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	10/30/2002
Isophorone	EPA 8270	Extractable Organics	NELAP	2/13/2002
Isopropylbenzene	EPA 8260	Volatile Organics	NELAP	2/13/2002
Isosafrole	EPA 8270	Extractable Organics	NELAP	2/13/2002
Kepone	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	10/30/2002
Kjeldahl nitrogen - total	EPA 351.2	General Chemistry	NELAP	11/17/2006
Lead	EPA 6010	Metals	NELAP	7/13/2020
Lead	EPA 6020	Metals	NELAP	4/14/2006
Lithium	EPA 6010	Metals	NELAP	7/13/2020
m+p-Xylenes	EPA 8260	Volatile Organics	NELAP	11/17/2006
Magnesium	EPA 6010	Metals	NELAP	7/13/2020
Magnesium	EPA 6020	Metals	NELAP	4/14/2006
Malathion	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Manganese	EPA 6010	Metals	NELAP	7/13/2020
Manganese	EPA 6020	Metals	NELAP	4/14/2006

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Analyte	Method/Tech	Category	Certification Type	Effective Date
MCPA	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
MCPP	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Mercury	EPA 7471	Metals	NELAP	8/28/2006
Merphos	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Methacrylonitrile	EPA 8260	Volatile Organics	NELAP	10/30/2002
Methapyrilene	EPA 8270	Extractable Organics	NELAP	2/13/2002
Methoxychlor	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Methyl acetate	EPA 8260	Volatile Organics	NELAP	5/30/2013
Methyl bromide (Bromomethane)	EPA 8260	Volatile Organics	NELAP	2/13/2002
Methyl chloride (Chloromethane)	EPA 8260	Volatile Organics	NELAP	2/13/2002
Methyl methacrylate	EPA 8260	Volatile Organics	NELAP	10/30/2002
Methyl methanesulfonate	EPA 8270	Extractable Organics	NELAP	2/13/2002
Methyl parathion (Parathion, methyl)	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	10/30/2002
Methyl tert-butyl ether (MTBE)	EPA 8260	Volatile Organics	NELAP	2/13/2002
Methylcyclohexane	EPA 8260	Volatile Organics	NELAP	5/30/2013
Methylene chloride	EPA 8260	Volatile Organics	NELAP	2/13/2002
Mevinphos	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Mirex	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Molybdenum	EPA 6010	Metals	NELAP	7/13/2020
Molybdenum	EPA 6020	Metals	NELAP	4/14/2006
Monocrotophos	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Naled	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Naphthalene	EPA 8260	Volatile Organics	NELAP	2/13/2002
Naphthalene	EPA 8270	Extractable Organics	NELAP	2/13/2002
n-Butylbenzene	EPA 8260	Volatile Organics	NELAP	2/13/2002
Nickel	EPA 6010	Metals	NELAP	7/13/2020
Nickel	EPA 6020	Metals	NELAP	4/14/2006
Nitrate	EPA 9056	General Chemistry	NELAP	2/13/2002
Nitrite	EPA 9056	General Chemistry	NELAP	2/13/2002
Nitrite	SM 4500-NO2-B	General Chemistry	NELAP	7/30/2009
Nitrobenzene	EPA 8270	Extractable Organics	NELAP	2/13/2002
Nitroquinoline-1-oxide	EPA 8270	Extractable Organics	NELAP	10/30/2002
n-Nitrosodiethylamine	EPA 8270	Extractable Organics	NELAP	10/30/2002
n-Nitrosodimethylamine	EPA 8270	Extractable Organics	NELAP	2/13/2002
n-Nitroso-di-n-butylamine	EPA 8270	Extractable Organics	NELAP	2/13/2002
n-Nitrosodi-n-propylamine	EPA 8270	Extractable Organics	NELAP	2/13/2002

Clients and Customers are urged to verify the laboratory's current certification status with the Environmental Laboratory Certification Program.

Issue Date: 7/13/2020 **Expiration Date: 6/30/2021**

Laboratory Scope of Accreditation

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State Laboratory ID: **E83182** EPA Lab Code: **FL00288** **(407) 826-5314**

E83182
Environmental Conservation Laboratories, Inc. (ENCO) - Orlando
10775 Central Port Drive
Orlando, FL 32824-7009

Matrix: **Solid and Chemical Materials**

Analyte	Method/Tech	Category	Certification Type	Effective Date
n-Nitrosodiphenylamine/Diphenylamine (analyte pair)	EPA 8270	Extractable Organics	NELAP	5/30/2013
n-Nitrosomethylethylamine	EPA 8270	Extractable Organics	NELAP	10/30/2002
n-Nitrosomorpholine	EPA 8270	Extractable Organics	NELAP	10/30/2002
n-Nitrosopiperidine	EPA 8270	Extractable Organics	NELAP	2/13/2002
n-Nitrosopyrrolidine	EPA 8270	Extractable Organics	NELAP	2/13/2002
n-Propylbenzene	EPA 8260	Volatile Organics	NELAP	2/13/2002
o,o,o-Triethyl phosphorothioate	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	10/30/2002
Organic nitrogen	TKN minus AMMONIA	General Chemistry	NELAP	11/17/2006
o-Toluidine	EPA 8270	Extractable Organics	NELAP	2/13/2002
o-Xylene	EPA 8260	Volatile Organics	NELAP	11/17/2006
Parathion, ethyl	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	5/5/2010
Pentachlorobenzene	EPA 8270	Extractable Organics	NELAP	2/13/2002
Pentachloroethane	EPA 8270	Extractable Organics	NELAP	5/30/2013
Pentachloronitrobenzene (Quintozene)	EPA 8270	Extractable Organics	NELAP	10/30/2002
Pentachlorophenol	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	10/30/2002
Pentachlorophenol	EPA 8270	Extractable Organics	NELAP	2/13/2002
pH	EPA 9045	General Chemistry	NELAP	2/13/2002
Phenacetin	EPA 8270	Extractable Organics	NELAP	2/13/2002
Phenanthrene	EPA 8270	Extractable Organics	NELAP	2/13/2002
Phenol	EPA 8270	Extractable Organics	NELAP	2/13/2002
Phorate	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	5/5/2010
Phosphorus, total	EPA 365.4	General Chemistry	NELAP	11/17/2006
Picloram	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
p-Isopropyltoluene	EPA 8260	Volatile Organics	NELAP	2/13/2002
Potassium	EPA 6010	Metals	NELAP	7/13/2020
Potassium	EPA 6020	Metals	NELAP	4/14/2006
Pronamide (Kerb)	EPA 8270	Extractable Organics	NELAP	10/30/2002
Propionitrile (Ethyl cyanide)	EPA 8260	Volatile Organics	NELAP	10/30/2002
Propylene glycol	EPA 8015	Volatile Organics	NELAP	11/19/2015
Pyrene	EPA 8270	Extractable Organics	NELAP	2/13/2002
Pyridine	EPA 8270	Extractable Organics	NELAP	2/13/2002
Reactive cyanide	s.7.3 SW-846	General Chemistry	NELAP	5/30/2013
Reactive sulfide	s.7.3 SW-846	General Chemistry	NELAP	5/30/2013
Residue-total	EPA 160.3	General Chemistry	NELAP	11/17/2006
Residue-total	SM 2540 G	General Chemistry	NELAP	11/17/2006
Residue-volatile	EPA 160.4	General Chemistry	NELAP	11/17/2006

Clients and Customers are urged to verify the laboratory's current certification status with the Environmental Laboratory Certification Program.

Issue Date: 7/13/2020 **Expiration Date: 6/30/2021**

Laboratory Scope of Accreditation

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E83182
Environmental Conservation Laboratories, Inc. (ENCO) - Orlando
10775 Central Port Drive
Orlando, FL 32824-7009

Matrix: **Solid and Chemical Materials**

Analyte	Method/Tech	Category	Certification Type	Effective Date
Ronnel	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Safrole	EPA 8270	Extractable Organics	NELAP	2/13/2002
sec-Butylbenzene	EPA 8260	Volatile Organics	NELAP	10/30/2002
Selenium	EPA 6010	Metals	NELAP	7/13/2020
Selenium	EPA 6020	Metals	NELAP	4/14/2006
Silver	EPA 6010	Metals	NELAP	7/13/2020
Silver	EPA 6020	Metals	NELAP	4/14/2006
Silvex (2,4,5-TP)	EPA 8151	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Sodium	EPA 6010	Metals	NELAP	7/13/2020
Sodium	EPA 6020	Metals	NELAP	4/27/2006
Strontium	EPA 6010	Metals	NELAP	7/13/2020
Styrene	EPA 8260	Volatile Organics	NELAP	10/30/2002
Sulfate	EPA 9056	General Chemistry	NELAP	2/13/2002
Sulfotepp	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	10/30/2002
Synthetic Precipitation Leaching Procedure	EPA 1312	General Chemistry	NELAP	2/13/2002
tert-Butylbenzene	EPA 8260	Volatile Organics	NELAP	10/30/2002
Tetrachloroethylene (Perchloroethylene)	EPA 8260	Volatile Organics	NELAP	2/13/2002
Tetrachlorvinphos (Stirophos, Gardona)	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Tetraethyl pyrophosphate (TEPP)	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Thallium	EPA 6010	Metals	NELAP	7/13/2020
Thallium	EPA 6020	Metals	NELAP	4/14/2006
Thionazin (Zinophos)	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	10/30/2002
Tin	EPA 6010	Metals	NELAP	7/13/2020
Tin	EPA 6020	Metals	NELAP	4/14/2006
Titanium	EPA 6010	Metals	NELAP	7/13/2020
Titanium	EPA 6020	Metals	NELAP	4/14/2006
Tokuthion (Prothiophos)	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Toluene	EPA 8260	Volatile Organics	NELAP	2/13/2002
Total cyanide	EPA 9010/9014	General Chemistry	NELAP	2/13/2002
Total demeton	EPA 8270	Pesticides-Herbicides-PCB's	NELAP	1/29/2018
Total nitrate-nitrite	EPA 9056	General Chemistry	NELAP	2/13/2002
Total nitrate-nitrite	SM 4500-NO3 H	General Chemistry	NELAP	7/30/2009
Total nitrogen	TKN + Total Nitrate-Nitrite	General Chemistry	NELAP	11/17/2006
Total organic carbon	WALKLEY-BLACK	General Chemistry	NELAP	5/5/2010
Total Petroleum Hydrocarbons (TPH)	FL-PRO	Extractable Organics	NELAP	10/30/2002
Total phenolics	EPA 9065	General Chemistry	NELAP	5/30/2013

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E83182
Environmental Conservation Laboratories, Inc. (ENCO) - Orlando
10775 Central Port Drive
Orlando, FL 32824-7009

Matrix: **Solid and Chemical Materials**

Analyte	Method/Tech	Category	Certification Type	Effective Date
Toxaphene (Chlorinated camphene)	EPA 8081	Pesticides-Herbicides-PCB's	NELAP	2/13/2002
Toxicity Characteristic Leaching Procedure	EPA 1311	General Chemistry	NELAP	2/13/2002
trans-1,2-Dichloroethylene	EPA 8260	Volatile Organics	NELAP	2/13/2002
trans-1,3-Dichloropropene	EPA 8260	Volatile Organics	NELAP	2/13/2002
trans-1,4-Dichloro-2-butene	EPA 8260	Volatile Organics	NELAP	10/30/2002
Trichloroethene (Trichloroethylene)	EPA 8260	Volatile Organics	NELAP	2/13/2002
Trichlorofluoromethane	EPA 8260	Volatile Organics	NELAP	2/13/2002
Triethylene glycol	EPA 8015	Volatile Organics	NELAP	11/19/2015
Vanadium	EPA 6010	Metals	NELAP	7/13/2020
Vanadium	EPA 6020	Metals	NELAP	4/14/2006
Vinyl acetate	EPA 8260	Volatile Organics	NELAP	2/13/2002
Vinyl chloride	EPA 8260	Volatile Organics	NELAP	2/13/2002
Xylene (total)	EPA 8260	Volatile Organics	NELAP	2/13/2002
Zinc	EPA 6010	Metals	NELAP	7/13/2020
Zinc	EPA 6020	Metals	NELAP	4/27/2006

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E83182
Environmental Conservation Laboratories, Inc. (ENCO) - Orlando
10775 Central Port Drive
Orlando, FL 32824-7009

Matrix: **Air and Emissions**

Analyte	Method/Tech	Category	Certification Type	Effective Date
1,1,1-Trichloroethane	EPA TO-15	Volatile Organics	NELAP	7/13/2020
1,1,2,2-Tetrachloroethane	EPA TO-15	Volatile Organics	NELAP	7/13/2020
1,1,2-Trichloroethane	EPA TO-15	Volatile Organics	NELAP	7/13/2020
1,1-Dichloroethane	EPA TO-15	Volatile Organics	NELAP	7/13/2020
1,1-Dichloroethylene	EPA TO-15	Volatile Organics	NELAP	7/13/2020
1,2,4-Trichlorobenzene	EPA TO-15	Volatile Organics	NELAP	7/13/2020
1,2-Dibromoethane (EDB, Ethylene dibromide)	EPA TO-15	Volatile Organics	NELAP	7/13/2020
1,2-Dichlorobenzene	EPA TO-15	Volatile Organics	NELAP	7/13/2020
1,2-Dichloroethane	EPA TO-15	Volatile Organics	NELAP	7/13/2020
1,2-Dichloropropane	EPA TO-15	Volatile Organics	NELAP	7/13/2020
1,3-Butadiene	EPA TO-15	Volatile Organics	NELAP	7/13/2020
1,3-Dichlorobenzene	EPA TO-15	Volatile Organics	NELAP	7/13/2020
1,4-Dichlorobenzene	EPA TO-15	Volatile Organics	NELAP	7/13/2020
1,4-Dioxane (1,4-Diethyleneoxide)	EPA TO-15	Volatile Organics	NELAP	7/13/2020
2,2,4-Trimethylpentane	EPA TO-15	Volatile Organics	NELAP	7/13/2020
2-Butanone (Methyl ethyl ketone, MEK)	EPA TO-15	Volatile Organics	NELAP	7/13/2020
2-Hexanone	EPA TO-15	Volatile Organics	NELAP	7/13/2020
4-Ethyltoluene	EPA TO-15	Volatile Organics	NELAP	7/13/2020
4-Methyl-2-pentanone (MIBK)	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Acetone	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Allyl chloride (3-Chloropropene)	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Benzene	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Benzyl chloride	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Bromodichloromethane	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Bromoform	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Carbon disulfide	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Carbon tetrachloride	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Chlorobenzene	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Chloroethane	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Chloroform	EPA TO-15	Volatile Organics	NELAP	7/13/2020
cis-1,2-Dichloroethylene	EPA TO-15	Volatile Organics	NELAP	7/13/2020
cis-1,3-Dichloropropene	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Cyclohexane	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Dibromochloromethane	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Ethyl acetate	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Ethylbenzene	EPA TO-15	Volatile Organics	NELAP	7/13/2020

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E83182
Environmental Conservation Laboratories, Inc. (ENCO) - Orlando
10775 Central Port Drive
Orlando, FL 32824-7009

Matrix: **Air and Emissions**

Analyte	Method/Tech	Category	Certification Type	Effective Date
Hexachlorobutadiene	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Isopropyl alcohol (2-Propanol)	EPA TO-15	Volatile Organics	NELAP	7/13/2020
m+p-Xylenes	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Methyl bromide (Bromomethane)	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Methyl chloride (Chloromethane)	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Methyl tert-butyl ether (MTBE)	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Methylene chloride	EPA TO-15	Volatile Organics	NELAP	7/13/2020
n-Heptane	EPA TO-15	Volatile Organics	NELAP	7/13/2020
n-Hexane	EPA TO-15	Volatile Organics	NELAP	7/13/2020
o-Xylene	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Propylene (Propene)	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Styrene	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Tetrachloroethylene (Perchloroethylene)	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Toluene	EPA TO-15	Volatile Organics	NELAP	7/13/2020
trans-1,2-Dichloroethylene	EPA TO-15	Volatile Organics	NELAP	7/13/2020
trans-1,3-Dichloropropene	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Trichloroethene (Trichloroethylene)	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Vinyl acetate	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Vinyl chloride	EPA TO-15	Volatile Organics	NELAP	7/13/2020
Xylene (total)	EPA TO-15	Volatile Organics	NELAP	7/13/2020

Clients and Customers are urged to verify the laboratory's current certification status with the Environmental Laboratory Certification Program.

Issue Date: 7/13/2020 **Expiration Date: 6/30/2021**

CITY OF OCOEE

INVITATION TO BID
#21-001 (ITB)

LABORATORY SERVICES FOR CITY WATER & WASTEWATER FACILITIES

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FOR
BID #21-001
LABORATORY SERVICES FOR CITY WATER AND WASTEWATER FACILITIES

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Invitation to Bid, Legal Advertisement

The City of Ocoee, Florida (the "City") is soliciting sealed bids for **ITB #21-001 LABORATORY SERVICES FOR CITY WATER & WASTEWATER FACILTIES.** Bid packages will only be accepted electronically through Negometrix4, a free e-Procurement platform, **until 2:00 pm, local time, on November 11, 2020.** Bids received after that time or through any other method will not be accepted under any circumstances. Bids that have been timely received will be publicly opened virtually online and the names of the responding firms read aloud at that time; instructions will be provided at https://www.ocoee.org/959/Public-Bid-Meetings. All questions regarding this ITB should be in writing to Vanessa Anthony, Purchasing Technician, Finance Department/Purchasing vanthony@ocoee.org. No pre-bid conference is scheduled at this time. Prospective bidders may secure a copy of the documents required for submitting a bid at no charge through Negometrix4 by accessing the City's published solicitation page at https://app.Negometrix4.com/buyer/748. Please visit https://www.ocoee.org/323/Purchasing for more information. Prospective Bidders will be provided with all information regarding this ITB, addenda, and changes to the project requirements through the Negometrix4 platform.

Melanie Sibbitt, City Clerk Orlando Sentinel, October 18, 2020.

CITY OF OCOEE
INVITATION TO BID #ITB 21-001
LABORATORY SERVICES FOR CITY WATER & WASTEWATER FACILTIES

INTENT:
Sealed bids for Bid #21-001 will be received by the City of Ocoee, hereinafter called "The City", by any person, firm, corporation or agency submitting a bid for the work and/or commodities proposed, hereinafter called "Respondent", "Bidder", or "Contractor". Respondent must be fully licensed to do business in the State of Florida as a laboratory contractor.

The proposed Contract will be for the labor, equipment, supervision, transportation and all other related components for the procurement of chemical and microbiological water and wastewater analytical services to perform the laboratory services and sampling procedures, per the "Scope of Work/Specifications" section of this Invitation to Bid.

BIDDING INSTRUCTIONS:

A. Each Bidder shall furnish the information required on the bid form supplied and each accompanying sheet thereof on which an entry is made. Bids submitted on any other format shall be disqualified. Please check your prices before submission of bid, as no changes will be allowed after bid opening. Mistakes may be crossed out and the correction typed adjacent and must be initialed and dated by the person signing the bid. Bid documents must be signed by a legally responsible representative, officer, or employee and should be properly witnessed and attested. All bids should also include the name and business address of any person, firm, or corporation interested in the bid, either as a principal, member of a firm, or general partner. If the Bidder is a corporation, the bid should include the name and business address of each officer, director, and holder of 10% or more of the stock of such corporation.

B. Please submit all Questions within Negometrix4 platform in the Question & Answer tab before the deadline specified in the schedule or through written inquires directed to Vanessa Anthony, Purchasing Technician at vanthony@ocoee.org. Deadline for receipt of written inquiries will be **November 3, 2020 at 2:00 p.m., local time.** Any clarifications/changes will be made by way of written addenda only, issued by the Finance Department/Purchasing. Bidders should not contact other City staff or other City consultants for information before the bid award date. Any contact with any other member of the City Staff, City Commission, or its agents during this time period may be grounds for disqualification.

C. The City utilizes Negometrix4, an e-procurement platform. The City is **ONLY** accepting electronic solicitation responses online through the City's Negometrix4 platform at https://app.Negometrix4.com/buyer/748. This link can also be accessed through the City's website at https://www.ocoee.org/323/Purchasing under the ***Current Open Solicitations*** menu. All responses for this bid **MUST** be submitted through the Negometrix4 platform. Bid/RFP/RFQ submissions received in any other format will not be accepted; no paper, fax, or e-mailed submissions will be accepted. **There is no charge to use the Negometrix4 electronic bid submission platform**.

Registration with Negometrix4 is free and is required prior to submitting a bid response. You will be required to register once you click the PARTICIPATE BUTTON in the solicitation file. It is suggested your company register no later than 24 hours in advance of the bid submission deadline to ensure proper registration. Should your company need assistance with registering, please contact the Negometrix4 Service Desk by calling (724) 888-5294 or by emailing servicedesk.us@Negometrix4.com.
Once your company is registered with Negometrix4, you will be able to submit your bid/proposal/qualification statement securely, any time before the bid deadline, at https://app.Negometrix4.com/buyer/748 by clicking the PARTICIPATE BUTTON under the solicitation. Bids/Proposals/Qualification Statements submitted on

Negometrix4 will remain locked and inaccessible by City staff until the bid deadline. Respondents are encouraged to allow ample time to upload and submit your Response as the system will automatically lock responses upon the bid deadline. A virtual public bid opening will be held on the date and time indicated below. Details on how to access the virtual bid opening will be located on the City's website at https://www.ocoee.org/959/Public-Bid-Meetings. The actual contract award will be made by the Ocoee City Commission at a later date. Please be aware that all City Commission meetings are duly noticed public meetings and all documents submitted to the City as a part of a bid constitute public records under Florida law.

Prospective respondents may secure a free copy of the documents required for submitting a response through Negometrix4 by accessing the City's published solicitation page at https://app.Negometrix4.com/buyer/748. Please visit https://www.ocoee.org/323/Purchasing for more information. Prospective respondents will be provided with all information regarding this ITB, addenda, and changes to the project requirements through the Negometrix4 platform. Partial sets of the documents required for submitting a statement of qualifications will not be issued. By using Negometrix4, prospective respondents will be provided with all information regarding this Bid, all addendums and changes to the project requirements; there is no charge to use the Negometrix4 e-procurement platform.

D. Bidders shall submit one (1) complete electronic copy, preferably in a single file, of their bid on the Negometrix4 platform. Bids must be received by Negometrix4 no later than **2:00 p.m. (local time) on November 11, 2020.** Any bid received after the above-noted time will not be accepted under any circumstances. Any uncertainty regarding the time a bid is received will be resolved against the Bidder. It shall be the sole responsibility of the Bidder to have the bid **uploaded and submitted** on the Negometrix4 e-procurement platform prior to the due date and time.

E. All Bidders shall thoroughly examine and become familiar with the bid package and carefully note the items which should be submitted with the bid, such as:

a) Bid Security in the form of a Cashier's or Certified check or Bid Bond;
b) List of References/Experience;
c) List of Subcontractors/Temporary Worker Agencies;
d) Summary of Litigation;
e) Bid Form
f) Conflict of Interest Disclosure Form
g) Drug Free Workplace Form
h) Florida Department of Health License and National Environmental Laboratory Accreditation Conference (NELAC)

F. **Submission of a bid shall constitute an acknowledgment that the Bidder has complied with Paragraph E**. The failure or neglect of a Bidder to receive or examine a bid document shall in no way relieve it from any obligations under its bid or the contract. No claim for additional compensation that is based upon a lack of knowledge or understanding of any of the Contract Documents or the scope of work will be allowed. All items quoted shall be in compliance with the bid documents/scope of work.

G. A Pre-Bid Conference has not been scheduled for this project.

H. Any response by the City to a request by a prospective Bidder for clarification or correction will be made in the form of a written addendum communicated through Negometrix issued not later than twenty-four (24) hours before bid opening. It shall be the responsibility of each prospective Bidder to obtain a copy of all issued Addenda. The City reserves the right to issue Addenda concerning date and time of bid opening, at any time up to the date and time set for bid opening. In this case, bids that have been received by the City

prior to such an addendum being issued will be returned to the Bidder unopened. **In case any Bidder fails to acknowledge receipt of any such Addendum in the space provided in the bid documents, its bid will nevertheless be construed as though the Addendum had been received and acknowledged**. **Submission of a bid will constitute acknowledgment of the receipt of the Bid Documents and all Addenda**. Only interpretations or corrections provided by written Addenda shall be binding on the City. Bidders are cautioned that any other source by which a Bidder receives information concerning, explaining, or interpreting the Bid Documents shall not bind the City.

I. Any of the following causes may be considered as sufficient for the disqualification of a Bidder and the rejection of its bid:
   a) Submission of more than one (1) bid for the same work by an individual, firm, partnership or corporation under the same or different name. For purposes of this subparagraph, firms, partnerships or corporations under common control may be considered to be the same entity;
   b) Evidence of collusion between or among Bidders;
   c) Being in arrears on any of its existing contracts with the City or in litigation with the City or having defaulted on a previous contract with the City;
   d) Poor, defective, or otherwise unsatisfactory performance of work for the City or any other party on prior projects that, in the City's judgment and sole discretion, raises doubts as to Bidder's ability to properly perform the work; or
   e) Any other cause which, in the City's judgment and sole discretion, is sufficient to justify disqualification of Bidder or the rejection of its bid.

J. **CONVICTED VENDOR LIST (PUBLIC ENTITY CRIME).** A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on an award to provide any goods or services to a public entity, may not submit a bid on an award with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a Contractor, Supplier, Subcontractor, or Consultant under an award with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in section 287.017 for Category Two for a period of 36 months from the date of being placed on the convicted vendor list. [See s. 287.133(2) (a), Florida Statutes.]

K. **FLORIDA PUBLIC RECORDS LAW.** In accordance with Chapter 119, Florida Statutes, and, except as may be provided by Chapter 119, Florida Statutes, and other applicable State and Federal Laws, all Bidders should be aware that the Bid and the responses thereto are in the public domain and are available for public inspection. Bidders are requested, however, to identify specifically any information contained in their bids that they consider confidential and/or proprietary and that they believe to be exempt from disclosure, citing specifically the applicable exempting law. All bids received in response to this Invitation to Bid become the property of the City and will not be returned. In the event of an award, all documentation produced as part of the contract will become the exclusive property of the City.

PUBLIC RECORDS COMPLIANCE. The City of Ocoee (City) is a public agency subject to Chapter 119, Florida Statutes. The Contractor agrees to comply with Florida's Public Records Law.
Specifically, the Contractor shall:
1. Keep and maintain public records required by the City to perform the service.
2. Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in chapter 119, Florida Statutes, or as otherwise provided by law.

3. Ensure that public records that are exempt or confidential and exempt from the public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Contractor does not transfer the records to the City.
4. Upon completion of the contract, Contractor agrees to transfer at no cost to the City all public records in possession of the Contractor or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public record to the City upon completion of the contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.
5. A Contractor who fails to provide the public records to City within a reasonable time may be subject to penalties under section 119.10, Florida Statutes.
IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 407-905-3100, EXTENSION 1022, CCDL@ci.ocoee.fl.us, WITH AN OFFICE LOCATED AT 150 NORTH LAKESHORE DRIVE, OCOEE, FLORIDA 34761

No bid may be withdrawn for a period of ninety (90) days after the time and date scheduled for the bid opening. A request for withdrawal or a modification of a bid may be submitted to the Purchasing Agent, in writing, at any time prior to the deadline for submitting bids. After expiration of the deadline for receiving bids, no bid may be withdrawn or modified.

The City reserves the right to accept or reject any or all bids, to waive formalities, technicalities or irregularities, to request clarification of information submitted in any bid, or to re-advertise for new bids. The City may accept any item or group of items of any bid, unless the Bidder qualifies its bid by specific limitations. The City may accept one or more bids if, in the City's discretion, the City determines that it is in the City's best interest to do so.

The City reserves the right to award the contract to the Bidder which, in the City's sole discretion, is the most responsive and responsible Bidder. The City reserves the right, as an aid in determining which bid is responsible, to require a bidder to submit such additional evidence of Bidder's qualifications as the City may deem necessary, and may consider any evidence available to the City of the financial, technical, and other qualifications and abilities of a Bidder, including past performance (experience) with the City and others. The City Commission shall be the final authority in the selection of any and all bids.

(Remainder of page left blank intentionally.)

GENERAL TERMS & CONDITIONS:

1. **BID SECURITY:**

a) **In lieu of providing a bid security, the Respondent may provide documentation that their business has been active with the Secretary of the State of Florida for a minimum of three (3) years. Respondent warrants by virtue of bidding the prices in his bid response will be good for an evaluation period of ninety (90) days from the date of bid opening, or:**

b) Each proposal must be accompanied by a Cashier's/Certified Check or Company check upon an incorporated bank or trust company or a Bid Bond in an amount equal to ONE THOUSAND DOLLARS ($1,000.00) and will be deposited. A combination of any of the former is not acceptable. Cash or company check will not be accepted as Bid Security. The cashier's check, company check or Bid Bond is submitted as a guarantee that the Proposer, if awarded the Contract, will after written notice of such award, enter into a written Contract with the City and as a guarantee that the Proposer will not withdraw its bid for a period of ninety (90) days after the scheduled closing time for the receipt of bids, in accordance with the accepted bid and bid documents.

c) In the event of withdrawal of said bid within ninety (90) days following the opening of bids, or Proposer's failure to enter into said contract with the City or failure to provide the City with other requirements of the contract documents or the bid invitation after issuance of Notice of Intent to Award by the City, then such Proposer shall be liable to the City in the full amount of the check or bid bond and the City shall be entitled to retain the full amount of the check or to demand from the Surety the penal sum of the bid bond as liquidated damages and not a penalty.

d) Surety companies executing bonds shall be duly insured by an insurer or corporate surety and signed by a licensed agent who holds a current Power of Attorney from the surety company issuing the bond.

e) The cost of the required bond and required insurance coverage is to be included in the Proposer's overhead and is not eligible for reimbursement as a separate cost by the City. The refund checks of the three (3) most favorable Proposers will be returned within three (3) days after the City and the successful Proposer have executed the contract for work or until the 91st day after bid opening, whichever is earlier. The remaining refund checks will be returned within thirty (30) days after the opening of bids. Bid Bonds will be returned upon request following the same criteria as a check.

2. **PERFORMANCE AND PAYMENT BONDS**

Performance and Payment Bonds are not required

3. **DEFAULT:**

As a result of bids received under this Invitation, the award of the contract may be based, in whole or in part, on delivery and specification factors. Accordingly, should the Contractor not meet the delivery deadline(s) set forth in the specifications or should the Contractor fail to perform any of the other provisions of the specifications and/or other contract documents, the City may declare the Contractor in default and terminate the whole or any part of the contract. Upon declaring the Contractor in default and the contract in whole or in part, the City may procure and/or cause to be delivered the equipment, supplies, or materials specified, or any substitutions thereof and the Contractor shall be liable to the City for any excess costs resulting therefrom. In the event the Contractor has been declared in default of a portion of the contract, the Contractor shall continue the performance of the contract to the extent not terminated under the provisions of this paragraph. Where the Contractor fails to comply with any of the specifications, except for delivery deadline(s), the City may, in its discretion, provide the Contractor with written notification of its intention to terminate for default unless prescribed deficiencies are corrected

within a specified period of time. Such notification shall not constitute a waiver of any of the City's rights and remedies hereunder.

4. **PATENT INDEMNITY:**

Except as otherwise provided, the successful Bidder agrees to indemnify the City and its officers, agents, and employees against liability, including costs and expenses for infringement upon any letters patent of the United States arising out of the performance of this Contract or out of the use or disposal by or for the account of the City or supplies furnished or construction work performed hereunder, to the extent caused by the negligence, recklessness, or intentional wrongful misconduct of the Respondent and persons employed or utilized by the Respondent in the performance of the construction contract.

Further, the Respondent shall fully indemnify, defend, and hold harmless the City and its officers, agents, and employees from any suits, actions, damages, and costs of every name and description, including attorneys' fees, arising from or relating to violation or infringement of a trademark, copyright, patent, trade secret, unpatented invention, or intellectual property right. If the bidder uses any design, device, or materials covered by letters, patent, or copyright, it is mutually agreed and understood without exception that the bid price shall include all royalties or cost arising from the use of such design, device, or materials.

5. **PRICING:**

Pricing should be provided as indicated on the Scope of Work/Bid Sheet attached. Please note that alternate bids will not be accepted unless specifically called for on the Scope of Work/Bid Sheet. In case of a discrepancy between the unit price and extended price, the unit price will be presumed to be correct. Cost of preparation of a response to this bid is solely that of the bidder and the City assumes no responsibility for such costs incurred by the bidder.

The Bid form may not be completed in pencil. All entries on the Bid form shall be legible. The City reserves the right, but does not assume the obligation, to ask a Bidder to clarify an illegible entry on the Bid form. If the Bid form requires that the Bid price, or constituent portions of the Bid price, be stated in unit prices and total price; the unit prices and the total price for the stated number of units identified on the Bid form should be provided by the Bidder and be correctly computed. If there is an arithmetical conflict, between the unit price stated by the Bidder on the Bid form and the total price stated by the Bidder on the Bid form, the unit price stated by the Bidder on the Bid form shall take precedence. The City may unilaterally correct such arithmetical conflict on the Bid form to calculate the total price, utilizing the unit prices that have been identified by the Bidder. The taking of such action by the City shall not constitute grounds for the Bidder to withdraw its bid nor shall it provide a defense constituting discharge of the bid bond. The City reserves the right, but does not assume the obligation, to waive any mistake, omission, error or other irregularity that may appear on the Bid form. However, the City reserves the right to reject as non-responsive Bid forms that are incomplete or contain information that is not required.

a) The Bidder represents that the article(s) to be furnished under this Invitation to Bid is (are) new and unused (unless specifically so stated) and that the quality has not deteriorated so as to impair its usefulness.
b) The prices in this bid have been arrived at independently, without consultation, communication, or agreement for the purpose of restriction competition, as to any matter relating to such prices with any other Bidder or with any competitor;

c) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the Bidder and will not knowingly be disclosed by the Bidder prior to opening, directly or indirectly to any other Bidder or to any competitor;
d) No attempt has been made or will be made by the Bidder to induce any other person or firm to submit or not to submit a bid for the purpose of restricting competition. Every contract, combination or conspiracy in restraint of trade or commerce in this State is unlawful (s. 542.18, Florida Statutes, and all applicable federal regulations);
e) Bidder warrants the prices set forth herein do not exceed the prices charged by the Bidder under a contract with the State of Florida Purchasing Division; and
f) Bidder agrees that supplies/services furnished under this quotation, if awarded, shall be covered by the most favorable commercial warranties the Bidder gives to any customer for such supplies/services and that rights and remedies provided herein are in addition to and do not limit any rights offered to the City by any other provision of the bid award.

6. **DISCOUNTS**:

a) Trade and time payment discounts will be considered in arriving at new prices and in making awards, except that discounts for payments within less than 30 days will not be considered in evaluation of bids. However, offered discounts will be taken for less than 30 days if payment is made within discount period.
b) In connections with any discount offered, time will be computed from date of delivery and acceptance at destination, or from the date correct invoice is received in the office of Finance, whichever is later. Payment is deemed to be made, for the purpose of earning the discount, on the date of City Check.

7. **SAMPLES**:

Samples of items, when required, must be furnished free of expense to the City and, if not called for within fifteen days from date of bid opening, same will be disposed of in the best interest of the City.

8. **AWARD CRITERIA**:

The contract will be recommended to be awarded to the overall lowest most responsive and responsible Bidder according to the following criteria:

- Compliance with scope of work, specifications, terms, and conditions
- Bid price
- Warranty offered
- Experience with similar work
- Successful reference check

9. **LITERATURE:**

If required by the scope of work, or the specifications, descriptive literature/brochures shall be included with this bid in order to properly evaluate make/model offered. Bids submitted without same may be considered non-responsive and disqualified.

10. **BID PROTESTS:**

All Bid Protests shall be submitted to the Purchasing Technician in the following manner:

1. A Bidder **shall** file a written bid protest under this Article or be barred any relief; oral protests shall not be acknowledged.

2. A bid protest **shall** be limited to the following grounds: (a) issues arising from the procurement provisions of the Project Manual, its addenda, and other bidding documents; and/or (b) applicable federal, state, or local law. No bid protest may be based upon questions concerning the design documents (drawings and specifications). The Bidder shall clarify all questions concerning the design documents of the project prior to submitting its bid.

3. The content of the bid protest **shall** fully state the factual and legal grounds for the protest and the legal basis for the relief requested.

4. The bid protest **shall** be filed with the Purchasing Technician not later than five (5) calendar days after the posting of the notice of intent to award or recommendation of award by staff, whichever is earlier.

5. The Purchasing Technician, on behalf of the City, shall make a determination of the merits of the protest not later than five (5) business days after receipt of the protest. If the City denies the protest, the City may proceed with award of the contract unless enjoined by order of a court of competent jurisdiction.

11. PAYMENT TERMS:

a) No payment will be made for services without proper purchase order authorization or City of Ocoee Visa Purchasing Card. Payment cannot be made until materials, goods or services, have been received and accepted by the City in the quality and quantity ordered.
b) Any contract resulting from this solicitation is deemed effective only to the extent of appropriations available for the work.
c) The City of Ocoee, Florida has Florida Sales & Use Tax Exemption Certificate No. 85-8013779974C-0; and, pursuant to Chapter 212, Florida Statutes, is exempt from federal excise, state, and local sales taxes.

12. CONTRACT:

a) The successful Primary and Secondary Bidders, herein also referred to as Contractor, will be required to enter into a contract with the City along the terms and conditions included in the proposed contract for the initial period of three (3) years, with two (2) automatic one-year extensions. After the initial three (3) year term, price adjustments will be allowed pursuant to the Price Adjustment provision of this Agreement.

b) The City may, in its sole discretion, award any additional services, whether in the existing areas of the scope of work or in any area additional to those in the existing scope of work, to any third party or the City's own employees. Contractor will be expected to cooperate with any or all other contractors who may be performing services for the City.

13. SAFETY REQUIREMENTS:

The Bidder guarantees that the services to be performed and the goods to be provided herein, shall comply with all applicable federal, state and local laws, ordinances, regulations, orders and decrees, including without limitation such of the following acts as may be applicable: Federal Consumer Product Safety Act, Federal Fair Labor Standards Act, Occupational Safety and Health Act, Federal Hazardous Substances Labeling Act, Federal Flammable Fabrics Act, and any applicable environmental regulations.

a) All contractors are required to comply with the Congressional Federal Register (CFR) of the U.S. Department of Labor, Occupational Safety and Health Administration (OSHA) Construction Industry, Part 1926, and CFR 1910, General Industry Standards, that are applicable in construction work.
b) The prime contractor is not only responsible for the safety aspects of his operation and employees, **but** also that of all subcontractors on the job site.
c) Assure that a certified first aid person is designated, phone numbers of physicians, hospital and ambulance services are posted (copy to Personnel Director, City of Ocoee) and that a first aid kit is available.
d) All individuals are required to wear hard hats on all construction sites.
e) Provide personal protective equipment that may be required for jobs in progress (e.g.: hard hats, safety glasses, respirators, ear protection, long pants and shirts, etc.).
f) Observe the speed limit on City property.
g) Construction areas cleaned **daily**; excavations must be barricaded or flagged until backfilled. In some cases, bracing, shoring and sloping may be required.
h) Scaffolds shall have guard rails on all open sides and secured to prevent displacement.
i) Powder actuated stud guns or low velocity and/or similar powder actuated tools require eye and ear protection as well as to ensure that all unauthorized personnel are well clear.
j) Welding and cutting - a fire watch and appropriate fire extinguisher shall be provided and combustible materials cleaned up.
k) All heavy equipment must have, where applicable, (a) back-up alarms, (b) boom angle indicator, (c) load chart, (d) reeving, (3) fire extinguisher, (f) condition of hook and other items in accordance with OSHA 1926.550 and ANSI B30.5.
l) Construction material shall not be stored so as to block exits.
m) Ground fault circuit interrupters are required on all electrical circuits not part of the permanent wiring of the building.
n) Personal fall protection must be provided at elevations exceeding ten (10) feet.
o) Per City Ordinance, any Contractor using construction dumpsters within the City of Ocoee must obtain these services through Superior Waste Services of Florida, Inc.

14. DRUG-FREE WORKPLACE:

Attach the provided Drug-Free Work Place Form regarding the Bidder's status a Drug-Free Work Place or evidence of an implemented drug-free workplace program.

15. CERTIFICATION OF NON-SEGREGATED FACILITIES

The Bidder certifies that the Bidder does not and will not maintain or provide for the Bidder's employees any segregated facilities at any of the Bidder's establishments and that the Bidder does not permit the Bidder's employees to perform their services at any location, under the Bidder's control, where segregated facilities are maintained. The Bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this Bid. As used in this certification, the term "segregated facilities" means any waiting room, work areas, time clocks, locker rooms and other storage and dressing areas, parking lots, drinking facilities provided for employees which

are segregated on the basis of race, color, religion, national origin, habit, local custom, or otherwise. The Bidder agrees that (except where the Bidder has obtained identical certification from proposed contractors for specific time periods) the Bidder will obtain identical certifications from proposed subcontractors prior to the award of such contracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that the Bidder will retain such certifications in the Bidder's files.

The non-discriminatory guidelines as promulgated in Section 202, Executive Order 11246, and as amended by Executive Order 11375 and as amended, relative to Equal Opportunity for all persons and implementations of rules and regulations prescribed by the U.S. Secretary of labor, are incorporated herein.

16. **CONFLICT OF INTEREST/NON-CONCLUSION CERTIFICATION:**

The Bidder declares by submission of a qualification package that the only persons, or parties interested in their bid are those named herein, that this bid is, in all respects, fair and without fraud and that it is made without collusion with any other vendor or official of the City of Ocoee. Neither the Affiant nor the above-named entity has directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive pricing in connection with the entity's submittal for the above project. This statement restricts the discussion of pricing data until the completion of negotiations and execution of the Agreement for this project.

The Bidder certifies that no City Commissioner, other City Official or City employee directly or indirectly owns assets or capital stock of the bidding entity, nor will directly or indirectly benefit by the profits or emoluments of this proposal. (For purposes of this paragraph, indirect ownership or benefit does not include ownership or benefit by a spouse or minor child.)

The Bidder certifies that no member of the entity's ownership or management is presently applying for an employee position or actively seeking an elected position with the City. In the event that a conflict of interest is identified in the provision of services, the Bidder agrees to immediately notify the City in writing. **Bidder must submit the attached Conflict of Interest Disclosure Form.**

The Bidder further declares that a careful examination of the scope of services, instructions, and terms and conditions of this bid has occurred, and that the bid is made according to the provisions of the bid documents, and will meet or exceed the scope of services, requirements, and standards contained in the Bid documents.

Bidder agrees to abide by all conditions of the negotiation process. In conducting negotiations with the City, Bidder offers and agrees that if this negotiation is accepted, the Bidder will convey, sell, assign, or transfer to the City all rights, title, and interest in and to all causes of action it may now or hereafter acquire under the Anti-trust laws of the United States and the State of Florida for price fixing relating to the particular commodities or services purchased or acquired by the City. At the City's discretion, such assignment shall be made and become effective at the time the City tenders final payment to the Bidder. The bid constitutes a firm and binding offer by the Bidder to perform the services as stated.

17. **PUBLIC ENTITY CRIME STATEMENT:**

All invitations to bid as defined by Section 287.012(11), Florida Statutes, requests for proposals as defined by Section 287.012(16), Florida Statutes, and any contract document described by Section 287.058,

Florida Statutes, shall contain a statement informing persons of the provisions of paragraph (2)(a) of Section 287.133, Florida Statutes, which reads as follows:

"A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list."

All Bidders who submit a Bid or Request for Proposal to the City of Ocoee are guaranteeing that they have read the previous statement and by signing the bid documents are qualified to submit a bid under Section 287.133, (2)(a), Florida Statutes.

18. **PERMITS/LICENSES/FEES:**

a) Any permits, licenses or fees required will be the responsibility of the contractor; no separate payments will be made. Permit fees are waived for any City of Ocoee permits required.
b) The City requires a City of Ocoee registration if permitting is required. Please contact the City's Building Department at (407)905-3100 extension 1000, directly for information concerning this requirement.
c) Adherence to all applicable code regulations (Federal, State, County, and City) is the responsibility of the contractor.

19. **INSURANCE REQUIREMENTS:**

The Contractor shall not commence any work in connection with an Agreement until all of the following types of insurance have been obtained and such insurance has been approved by the City, nor shall the Contractor allow any Subcontractor to commence work on a subcontract until all similar insurance required of the subcontractor has been so obtained and approved. Policies other than Workers' Compensation shall be issued only by companies authorized by subsisting certificates of authority issued to the companies by the Department of Insurance of Florida which maintain a Best's Rating of "A" or better and a Financial Size Category of "VII" or better according to the A.M. Best Company. Policies for Workers' Compensation may be issued by companies authorized as a group self-insurer by F.S. 440.57, Florida Statutes.

a) Loss Deductible Clause: The City shall be exempt from, and in no way liable for, any sums of money which may represent a deductible in any insurance policy. The payment of such deductible shall be the sole responsibility of the General Contractor and/or subcontractor providing such insurance.
b) Workers' Compensation Insurance: The Contractor shall obtain during the life of this Agreement, Worker's Compensation Insurance with Employer's Liability Limits of $500,000/$500,000/$500,000 for all the Contractor's employees connected with the work of this project and, in the event any work is sublet, the Contractor shall require the subcontractor similarly to provide Workers' Compensation Insurance for all of the latter's employées unless such employees are covered by the protection afforded by the Contractor. Such insurance shall comply fully with the Florida Workers' Compensation Law.

In case any class of employees engaged in hazardous work under this contract for the City is not protected under the Workers' Compensation statute, the Contractor shall provide, and cause each subcontractor to provide adequate insurance, satisfactory to the City, for the protection of the Contractor's employees not otherwise protected.

- Include Waiver of Subrogation in favor of the City of Ocoee

c) Contractor's Public Liability and Property Damage Insurance: The Contractor shall obtain during the life of this Agreement COMMERCIAL AUTOMOBILE COVERAGE, this policy should name the City of Ocoee as an additional insured, and shall protect the Contractor and the City from claims for damage for personal injury, including accidental death, as well as claims for property damages which may arise from operations under this Agreement whether such operations be by the Contractor or by anyone directly or indirectly employed by the Contractor, and the amounts of such insurance shall be the minimum limits as follows:

1) Automobile Bodily Injury Liability & Property Damage Liability
   - $1,000,000 Combined single limit per occurrence (each person, each accident)
   - All covered automobile will be covered via symbol 1
   - Liability coverage will include hired & non-owned automobile liability
   - Include Waiver of Subrogation in favor of The City of Ocoee

2) Comprehensive General Liability (Occurrence Form) - this policy should name the City of Ocoee as an additional insured and should indicate that the insurance of the Contractor is primary and non-contributory.
   - $2,000,000 GENERAL AGGREGATE
   - $2,000,000 PRODUCTS-COMPLETED OPERATIONS AGGREGATE
   - $1,000,000 PER OCCURRENCE
   - $1,000,000 PERSONAL & ADVERTISING INJURY
   - Include Waiver of Subrogation in favor of the City of Ocoee

3) Subcontractor's Comprehensive General Liability, Automobile Liability and Worker's Compensation Insurance: The Contractor shall require each subcontractor to procure and maintain during the life of this subcontract, insurance of the type specified above or insure the activities of these subcontractors in the Contractor's policy, as specified above.

4) Owner's Protective Liability Insurance: **n/a for this project**.

5) Contractual Liability: If the project is not bonded, the Contractor's insurance shall also include contractual liability coverage to insure the fulfillment of the contract. **NOTE: PUBLIC LIABILITY INSURANCE AND AUTOMOBILE LIABILITY INSURANCE, THE CITY SHALL BE NAMED AS ADDITIONAL INSURED.**
   - $1,000,000 PER OCCURRENCE
   - $2,000,000 AGGREGATE

6) Commercial Umbrella:
   - $1,000,000 PER OCCURRENCE
   - $2,000,000 Aggregate
   - Including Employer's Liability and Contractual Liability

7) Builders Risk: **n/a for this project**

8) Certificates of Insurance: Certificate of Insurance Form (see sample attached), naming the City of Ocoee as an additional insured will be furnished by the Contractor upon notice of award. These shall be completed by the authorized Resident Agent and returned to the Office of the Purchasing Agent. This certificate shall be dated and show:
9) The name of the Insured contractor, the specific job by name and job number, the name of the insurer, the number of the policy, its effective date, its termination date.
10) Statement that the Insurer shall mail notice to the Owner at least thirty (30) days prior to any material changes in provisions or cancellation of the policy, except ten (10) days written notice of cancellation for non-payment of premium.

ACORD. CERTIFICATE OF LIABILITY INSURANCE

OP ID JC FRAZE-1 | DATE (MM/DD/YYYY) 11/04/04

PRODUCER

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE | NAIC #

INSURED

Contractor's Name
Address

INSURER A: AM Best Rating A- or Better	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

COVERAGES

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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
		GENERAL LIABILITY				EACH OCCURRENCE	$ 1,000,000
X	X	COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurence)	$ 50,000
		CLAIMS MADE [X] OCCUR				MED EXP (Any one person)	$ 5,000
						PERSONAL & ADV INJURY	$ 1,000,000
		GEN'L AGGREGATE LIMIT APPLIES PER:				GENERAL AGGREGATE	$ 2,000,000
		POLICY [X] PRO-JECT [ ] LOC				PRODUCTS - COMP/OP AGG	$ 2,000,000
		AUTOMOBILE LIABILITY				COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
		[X] ANY AUTO				BODILY INJURY (Per person)	$
		[ ] ALL OWNED AUTOS				BODILY INJURY (Per accident)	$
		[ ] SCHEDULED AUTOS				PROPERTY DAMAGE (Per accident)	$
		[X] HIRED AUTOS					
		[X] NON-OWNED AUTOS					
		GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT	$
		[ ] ANY AUTO				OTHER THAN AUTO ONLY: EA ACC	$
						AGG	$
		EXCESS/UMBRELLA LIABILITY				EACH OCCURRENCE	$ 1,000,000
X	X	OCCUR [ ] CLAIMS MADE				AGGREGATE	$ 2,000,000
		[ ] DEDUCTIBLE					$
		RETENTION $					$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				[X] WC STATU-TORY LIMITS [ ] OTH-ER	
		ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?				E.L. EACH ACCIDENT	$ 500,000
		If yes, describe under SPECIAL PROVISIONS below				E.L. DISEASE - EA EMPLOYEE	$ 500,000
						E.L. DISEASE - POLICY LIMIT	$ 500,000
		OTHER					
		Builders Risk				Any 1 Loc	100,000
						Any 1 Occ	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

The insurance evidenced by this certificate shall name the certificate holders as an additional insured on the General Liability & Umbrella Liability. Workers' Compensation, Employers' Liability & General Liability shall contain a Waiver of Subrogation in favor of the certificate holder. The certificate holder is added as a named insured for Builders Risk.

CERTIFICATE HOLDER

OCOEE01

City of Ocoee
150 N. Lakeshore Drive
Ocoee FL 34761-2258

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

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ACORD 25 (2001/08)

SAMPLE

20. **LIST OF SUBCONTRACTORS:**

SUBCONTRACTOR and/or TEMPORARY WORKER AGENCY
NAME/ADDRESS/FEDERAL I.D. NO./CONTACT PERSON/PHONE #:

_____
_____
_____
_____
_____
_____
_____

(Attach additional sheets if necessary)

The Bidder certifies that the Bidder has investigated each subcontractor/temporary worker agency listed and has received and has in the Bidder's files evidence that each subcontractor/temporary worker agency maintains a fully-equipped organization capable, technically and financially, of performing the pertinent work and that the subcontractor/temporary agency has done similar work in a satisfactory manner. **It is further acknowledged by the contractor that any CHANGE or OMISSIONS in the subcontractors listed above shall require the City of Ocoee's approval before any work shall commence by the additional subcontractor on this project. The City reserves the right to request licenses and certifications from any and all subcontractors.**

21. **REFERENCES/EXPERIENCE OF RESPONDENT WITH SIMILAR WORK**

The Bidder shall complete the following blanks regarding experience with similar type of work. Bidder must demonstrate ability to perform services of similar complexity, nature, and size of this project within past three years.

DATE OF CONTRACT/AMOUNT OF PROJECT/CLIENT'S NAME AND ADDRESS/ TELPHONE NUMBER/EMAIL ADDRESS/NAME OF CONTACT

_____
_____
_____
_____
_____

Have you any similar work in progress at this time? Yes___ No ___.
Length of time in business_____

Bank or other financial references**:** _____
_____
_____

(Attach additional sheets if necessary)

22. **SUMMARY OF LITIGATION:**

Provide a summary of any litigation, claim(s), bid or contract dispute(s) filed by or against the Bidder in the past five (5) years which is related to the services that the Bidder provides in the regular course of business. The summary shall state the nature of the litigation, claim, or contact dispute, a brief description of the case, the outcome or projected outcome, and the monetary amounts involved. If none, please so state.

_____
_____
_____

23. **ACKNOWLEDGEMENT OF ADDENDA:**

Bidder acknowledges receipt of the following addenda:

No._____ Dated _____
No._____ Dated _____
No._____ Dated _____
No._____ Dated _____
No._____ Dated _____

(remainder of page left blank intentionally)

Exhibit "A"
SCOPE OF WORK

Section 2- SCOPE OF WORK

The City is soliciting proposals from accredited/certified laboratories, "Service Providers", to furnish all necessary labor, supplies, materials, equipment, and incidental items to satisfactorily perform the laboratory services and sampling procedures detailed in these technical specifications on an "as needed basis." The services include analytical laboratory services to perform testing of surface water, groundwater from Surficial and Floridan aquifer water supply wells, monitoring wells, potable drinking water, raw and treated wastewater, industrial wastewater from facilities discharging to the city's wastewater collection system, reclaimed water, wastewater residuals and ground water from groundwater monitoring wells for a reclaimed water system. The proposal also includes sampling, field analyses, and sample pickup services.

All sampling, analyses and reporting shall be done in accordance with United States Environmental Protection Agency, Florida Department of Environmental Protection (FDEP), Florida Department of Health (FDOH), and TNI standards. The work shall be in compliance with all applicable FDEP SOPs.

The Service Provider shall be responsible for providing and delivering to the City all required sample containers, labels, coolers, forms, preservatives and incidentals necessary to collect, preserve and transport the samples associated with each test given in the technical specifications. All costs associated with the shipment of sampling supplies from the laboratory to the City and samples from the City to the laboratory will be the responsibility of the contract laboratory.

It is the intent of the City to contract with two (a primary and a secondary) laboratories to supply the services described herein. The laboratories must be located within 25 miles of the City of Ocoee Wastewater Treatment Facility, 1800 A.D. Mims Road, Ocoee, Florida 34761. Due to the occasional need for a City employee to deliver the sample to the laboratory, such as for emergencies, and to reduce travel time a mile radius must be implemented.

….

2.1 The Contractor shall be responsible for providing sample containers consistent with DEP/EPA requirements. Lab is responsible for monitoring adequate stock at all (3) plant locations.

2.2 Samples collected by City staff are to be picked up at the City of Ocoee Wastewater Treatment Facility, 1800 A.D Mims Rd. Ocoee, FL 34761, or other City facilities as may be deemed necessary by the City and transported to the laboratory by the Contractor.

2.3 The Contractor will use their own equipment for transporting samples.

2.4 Analysis shall be performed per methodology approved by EPA, DEP and/or in Standard methods.

2.5 Testing on all samples shall be completed within EPA holding times.

2.6 Reanalysis of uncertain data shall be provided by the Contractor at the request of the City. Costs for reanalysis of questionable data shall be borne by the City unless the original results are invalidated due to laboratory error, in which case, the cost of reanalysis shall be borne by the Contractor.

2.7 All services performed shall comply with all laws, ordinances, codes, rules, orders, and regulations relating to the performance of the service. Award of this Bid does not exempt the Contractor from

complying with all applicable federal, state, and local laws or regulations pertaining to the services. The services must be accomplished by using professional methods in compliance with standards of the trade.

2.8 On-site project management shall be included in services at no additional cost.

SECTION 3 – QUALIFICATIONS:

3.1 Bids will be considered only from laboratories normally engaged in providing the types of services specified herein, and having sufficient staff personnel support, equipment, and organization to ensure that they can satisfactorily execute the services if awarded the bid under the terms and conditions herein stated. The City reserves the right to inspect the successful bidders' facilities to determine if they are in compliance with this specification.

3.2 The Bidder's primary facility shall be located within a twenty-five-mile (25) radius of the City of Ocoee, Wastewater Treatment Facility, 1800 A.D. Mims Road, Ocoee, Florida 34761. The pickup times of the samples must be between 7:30 a.m. and 9:30 a.m.

3.3 The Bidder shall be certified for the testing of the parameters listed herein as per the requirements set forth in Rule 62-550.550 F.A.C., Approved Laboratories, and in Chapter 64E-1, F.A.C. The Bidder should submit a copy of the FDOH Certifications for the past 3 years.

3.4 Bidder shall have the capability to conduct the tests specified, Quality Standards Rules 62-550.310, 62-550.320, 62-550.405, 62-550.410, and 62-550.415, F.A.C. In addition, the Bidder shall have the capability to conduct procedures following the EPA Regulations on Test Procedures for the Analysis of Pollutants 40 CFR Part 136, Sections 136.1, 136.2, 136.3, and Test Methods for Evaluating Solid Waste following EPA SW-846 Methods, EPA Slid Waste Disposal Facility Criteria (Subtitle D) (EPA 40 CFR arts 257 and 258).

3.5 The Bidder shall possess a NELAP certification from FDOH ELCP, according to the requirements set forth in Chapter 62-160, F.A.C., and operate a quality assurance program compliant with the quality systems standards of NELAC as specified in Chapter 64E-1, F.A.C.

3.6 Bidders should provide a minimum of three (3) credible references within the State of Florida of similar current ongoing contracts.

SECTION 4 – RESULTS AND TESTING:

4.1 The Contractor shall generate all results in strict compliance with the NELAC standards. Any results not generated in accordance with NELAC must be flagged and justified.

4.2 Reports shall be emailed to client within seven (7) working days from receipt of samples for routine analysis.

4.3 Reports shall be in any standard, currently established format, including DEP format if required.

4.4 Contractor shall have the capability of sending final reports electronically.

4.5 Reports shall be mailed, upon request by the City, at no additional charge.

4.6 Contractor shall not charge for trip blanks.

4.7 Internal laboratory QC data shall be included in the report at no additional cost.

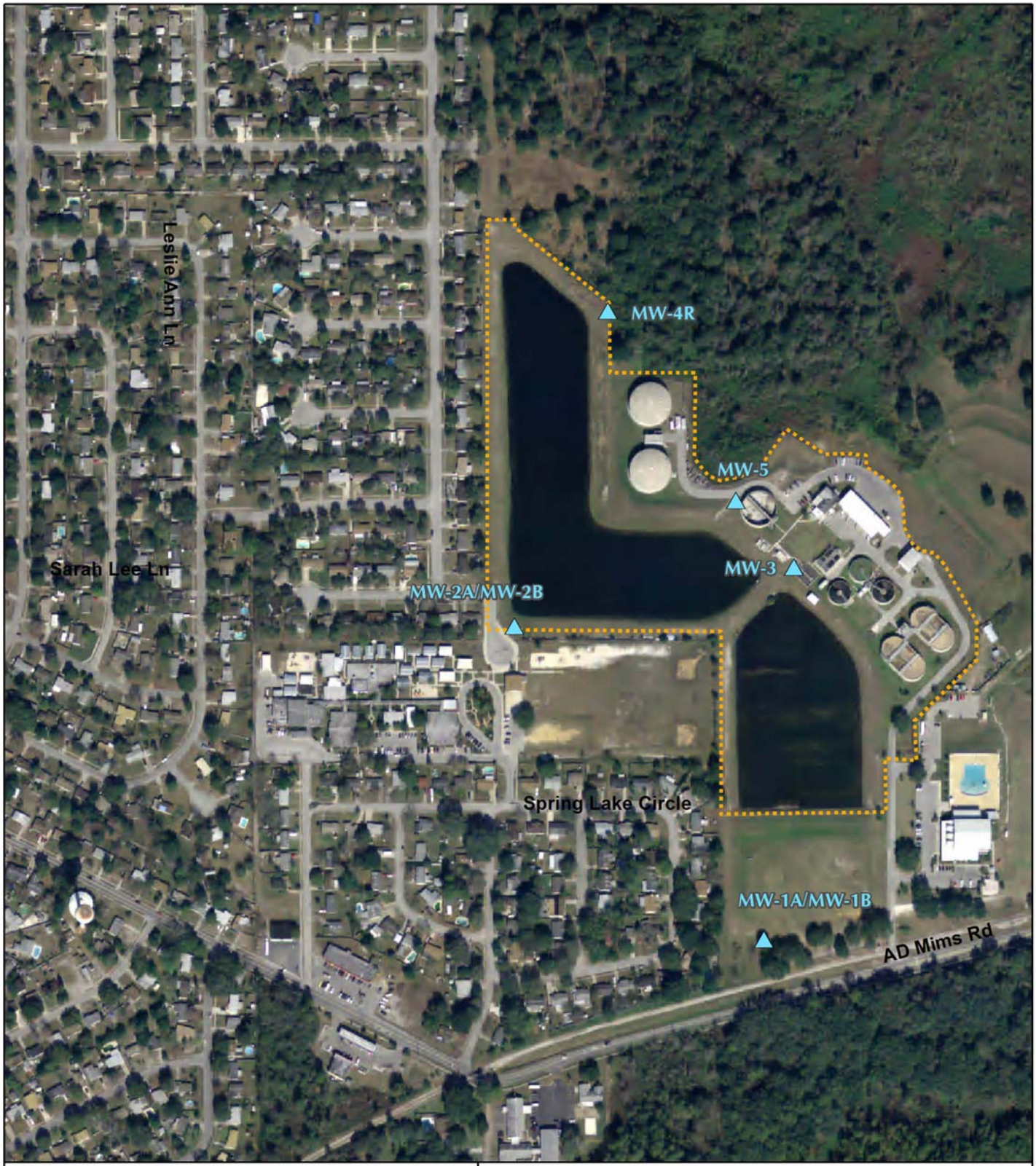
4.8 Monitoring Well samples must be done in the first month of every quarter and any request for re-sample must be done within 10 calendar days of the request.

4.9 Emergency samples related to water or sewer break results must be sent to the designated individual within the City via email, text, AND phone call within 24 hours of second sample including holidays and weekends.

SECTION 5 – INVOICES:

5.1 Invoice for payment shall be sent to the Accounts Payable Department, City of Ocoee, 150 N. Lakeshore Drive, Ocoee, Florida 34761.

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Legend

FENCELINE

Monitoring WellLocation

0 205 410 820

Feet

N

A. D. MIMS WWTF
PRIMA VISTA PONDS
MONITORING LOCATIONS

Applicant: City of Ocoee
FDEP No.: FLA010815
Drawing by: SMW GeoSciences, Inc.
Data Source: SJRWMD
Date: September 30, 2012

Figure 1

S:\GIS\GIS Projects\Ocoee\Ocoee RIBs\Mims monitoring well location map.mxd



LEGEND

Golf Course Boundary

Monitoring Well Location

N

0 250 500 1,000

Feet

FOREST LAKE GOLF COURSE MONITORING LOCATIONS

Applicant: City of Ocoee
FDEP No.: FLA010815
Drawing by: SMW GeoSciences, Inc.
Data Source: SJRWMD
Date: September 30, 2012

Figure 2

GIS Projects/Ocoee/Ocoee Golf Course/Existing MW Location Map.mxd

Exhibit "C"
LABORATORY SERVICES FOR CITY WATER/WASTEWATER
PRICE PROPOSAL FORM

Bid Form

A. Wastewater Treatment Facility

Item No.	Event	Unit	Quantity	Unit cost ($)	Total Annual Cost ($) (Q x U)
1A	Daily WWTP Final Effluent Fecal	EACH	365		
1B	Daily WWTP Filter Effluent TSS	EACH	365		
2A	Weekly WWTP Influent Parameters	EACH	52		
2B	Weekly WWTP Effluent Parameters	EACH	52		
3	Annual WWTP Sludge Analysis Parameters	EACH	1		

B. Reclaimed Water

Item No.	Event	Unit	Sample Quantity	Frequency Sampled Per Year	Unit cost ($)	Total Annual Cost ($) (Q x F x U)
4	Quarterly Reclaimed Water Application Site Monitoring Parameters	EACH	10	4		
5	Field Analysis for Item #4	EACH	10	4		

C. Water Treatment Facility

Item No.	Event	Unit	Sample Quantity	Frequency Sampled Per Year	Unit cost ($)	Total Annual Cost ($) (Q x F x U)
6A	Monthly Bacteriological Sample Analysis	EACH	45	12		
6B	Monthly Fluoride Sample Analysis	EACH	4	12		

Pick up will be coordinated with the lab.
Pick up price MUST be included in the testing prices listed above.

Firm Name: _____

Prepared By: _____

"Note any and all fees, charges, and costs associated with performing the required services must be included in the prices submitted above. These prices shall be the final cost to the City. No labor, fuel surcharges, transportation surcharges, treatment or disposal costs, or any other fees or costs shall be paid in addition to the prices submitted on the Bid Form."

LABORATORY SERVICES FOR CITY WATER & WASTEWATER FACILITIES

LABORATORY SERVICES DESCRIPTION:

Item No. 1A - Daily WWTP Final Effluent Fecal: grab sample collected by WW staff to be picked up by lab. (pick up price should be included in the pricing)

Item No. 1B - Daily WWTP Filter Effluent TSS: grab sample collected by WW staff to be picked up by the lab. (pick up price should be included in the pricing)

Item No. 2A - Weekly Influent Parameters: Composite sample collected by WW staff consisting of TSS, CBOD, TKN, Nitrate, Total Nitrogen, and Ammonia. To be picked up by the lab. (pick up price should be included in the pricing)

Item No. 2B - Weekly Effluent Parameters: Composite sample collected by WW staff

a. -sample no. 1: TSS and CBOD
b. -sample no. 2: TKN, Nitrate, Total Nitrogen, Total Phosphorous, and Ammonia
c. -sample No. 3: FLGC grab sample collected by WW staff consisting of TKN, Nitrate, Total Nitrogen, Total Phosphorous. To be picked up by the lab. (pick up price should be included in the pricing)

Item No. 3 - Cooler delivered to the WWTP (1800 AD Mims Rd. Ocoee, FL 34761) samples are to be collected by WW staff and delivered to the lab for testing

Item No. 4 - Quarterly Reclaimed Water Application Site Monitoring Parameters: Lab is responsible for sampling 10 separate monitoring well sites (4) at the WWTP location and (6) at the Forrest Lake Golf Course. Testing for each well location consist of Nitrogen, TDS, Chloride, Fecal Coliform, pH, and NTU.

Item No. 5 - Field Analysis for Item #4: Lab is responsible to provide the City with but not limited too. Purge information, well information, depth information, date, and time.

Item No. 6A &B - Monthly Bacteriological and Fluoride Sample Analysis:
Monthly samples are collected over a 3-6-day period by Operations staff.
Pick up will be coordinated with the lab. (and included in the pricing).

Only Bid on the tests listed on this Bid Form.
The tests listed on the Bid Form are for evaluation purposes. Additional tests not listed on the Bid Form that may be needed by the City may be added by the City during the term of this contract.

FLORIDA DEPARTMENT OF
ENVIRONMENTAL PROTECTION
Central District
3319 Maguire Boulevard, Suite 232
Orlando, Florida 32803-3767

RICK SCOTT
GOVERNOR

HERSCHEL T. VINYARD JR.
SECRETARY

STATE OF FLORIDA
DOMESTIC WASTEWATER FACILITY PERMIT

PERMITTEE:
Ocoee, City of

RESPONSIBLE OFFICIAL:
Charles Smith
1800 A D Mims Rd
Ocoee, Florida 34761-4001
(407) 905-3159

PERMIT NUMBER: FLA010815-007
FILE NUMBER: FLA010815-007-DW1P
ISSUANCE DATE: **May 13, 2013**
EXPIRATION DATE: **May 12, 2023 (Rev. 5-2013)**

FACILITY:

Ocoee WWTF
1800 A D Mims Rd
Ocoee, FL 34761-4001
Orange County
Latitude: 28°35' 19.31" N Longitude: 81°31' 10.85" W

This permit is issued under the provisions of Chapter 403, Florida Statutes (F.S.), and applicable rules of the Florida Administrative Code (F.A.C.). This permit does not constitute authorization to discharge wastewater other than as expressly stated in this permit. The above named permittee is hereby authorized to operate the facilities in accordance with the documents attached hereto and specifically described as follows:

WASTEWATER TREATMENT:

An existing 3.0 mgd annual average daily flow (AADF) permitted capacity conventional activated sludge domestic wastewater treatment plant consisting of influent screening, grit removal, aeration, secondary clarification, chemical feed, filtration, chlorination, and aerobic digestion of residuals followed by de-watering and drying/storage beds. The flow at this facility was previously limited, but it now increased to the full design capacity of 3.0 mgd annual average daily flow (AADF).

REUSE OR DISPOSAL:

Land Application R-001: An existing 0.35 MGD annual average daily flow permitted capacity rapid infiltration basin system. R-001 is a reuse system which consists of two rapid infiltration basins with a total wetted area of 10.7 acres having a capacity of 0.35 MGD located approximately at latitude 28°35' 15" N, longitude 81°31' 9" W.

Land Application R-002: An existing slow-rate public access system. R-002 is a reuse system which consists of irrigation within the Reuse Service Area as shown on the attached map which is being expanded to 3.14 MGD AADF. Additionally, the City is permitted to supplement it reuse supply in R-002 by utilizing reuse capacities for Orange County Utilities Department Northwest Regional Reclamation Facility and/or from City of Orlando's CONSERV II Facility.

IN ACCORDANCE WITH: The limitations, monitoring requirements, and other conditions set forth in this cover sheet and Part I through Part IX on pages 1 through 22 of this permit.

I. RECLAIMED WATER AND EFFLUENT LIMITATIONS AND MONITORING REQUIREMENTS

A. Reuse and Land Application Systems

1. During the period beginning on the issuance date and lasting through the expiration date of this permit, the permittee is authorized to direct reclaimed water to Reuse System R-001. Such reclaimed water shall be limited and monitored by the permittee as specified below and reported in accordance with Permit Condition I.B.8.:

			Reclaimed Water Limitations		Monitoring Requirements			
Parameter	Units	Max/Min	Limit	Statistical Basis	Frequency of Monitoring	Sample Type	Monitoring Site Number	Notes
Flow (To onsite RIBs)	MGD	Max Max	0.35 Report	Annual Average Monthly Average	Continuous	Recording Flow Meter with Totalizer	FLW-4	See I.A.4
BOD, Carbonaceous 5 day, 20C	mg/L	Max Max Max Max	20.0 30.0 45.0 60.0	Annual Average Monthly Average Weekly Average Single Sample	Weekly	24-hr FPC	EFA-1	
Solids, Total Suspended	mg/L	Max Max Max Max	20.0 30.0 45.0 60.0	Annual Average Monthly Average Weekly Average Single Sample	Weekly	24-hr FPC	EFA-1	
Coliform, Fecal	#/100mL	Max Max Max	200 200 800	Annual Average Monthly Geometric Mean Single Sample	Weekly	Grab	EFA-1	See I.A.5
pH	s.u.	Min Max	6.0 8.5	Single Sample Single Sample	Continuous	Meter	EFA-1	See I.A.3
Chlorine, Total Residual (For Disinfection)	mg/L	Min	0.5	Single Sample	Continuous	Meter	EFA-1	See I.A.6 and I.A.3
Nitrogen, Nitrate, Total (as N)	mg/L	Max	12.0	Single Sample	Weekly	24-hr FPC	EFA-1	
Nitrogen, Total	mg/L	Max Max	10.0 Report	Annual Average Monthly Average	Weekly	24-hr FPC	EFA-1	See I.A.8

2. Reclaimed water samples shall be taken at the monitoring site locations listed in Permit Condition I.A.1. and as described below:

Monitoring Site Number	Description of Monitoring Site
FLW-4	Flow meter to on-site RIBs (M-2)
EFA-1	Chlorine contact chamber effluent

3. Hourly measurement of pH and total residual chlorine for disinfection during the period of required operator attendance may be substituted for continuous measurement. *[Chapter 62-601, Figure 2]*

4. A recording flow meter with totalizer shall be utilized to measure flow and calibrated at least once every 12 months. *[62-601.200(17) and .500(6)]*

5. The effluent limitation for the monthly geometric mean for fecal coliform is only applicable if 10 or more values are reported. If fewer than 10 values are reported, the monthly geometric mean shall be calculated and reported on the Discharge Monitoring Report. *[62-600.440(4)(c)]*

6. Total residual chlorine must be maintained for a minimum contact time of 15 minutes based on peak hourly flow. *[62-610.510, 62-600.440(4)(b) and (5)(b)]*

7. Nitrate nitrogen (NO3) concentration in the water discharged to the land application system shall not exceed 12.0 mg/L or as required to comply with Rule 62-610.510, F.A.C. *[62-610.510]*

8. Total Nitrogen concentration in the water discharged to the land application system shall not exceed the annual average limit of 10.0 mg/L TN. *[62-600.550]*

9. During the period beginning on the issuance date and lasting through the expiration date of this permit, the permittee is authorized to direct reclaimed water to Reuse System R-002. Such reclaimed water shall be limited and monitored by the permittee as specified below and reported in accordance with Permit Condition I.B.8.:

			Reclaimed Water Limitations		Monitoring Requirements			
Parameter	Units	Max/Min	Limit	Statistical Basis	Frequency of Analysis	Sample Type	Monitoring Site Number	Notes
Flow (Public access reuse)	MGD	Max Max	1.89 Report	Annual Average Monthly Average	Continuous	Recording Flow Meter with Totalizer	FLW-3	See I.A.12
Flow (Forest Lake GC)	MGD	Max	Report	Annual Average	Continuous	Recording Flow Meter with Totalizer	FLW-2A	
Flow (Forest Lake RIBs)	MGD	Max	Report	Annual Average	Continuous	Recording Flow Meter with Totalizer	FLW-2B	
Flow (Winter Garden RIBs)	MGD	Max	0.25	Annual Average	Continuous	Recording Flow Meter with Totalizer	FLW-2C	
BOD, Carbonaceous 5 day, 20C	mg/L	Max Max Max Max	20.0 30.0 45.0 60.0	Annual Average Monthly Average Weekly Average Single Sample	Weekly	24-hr FPC	EFA-1	
Solids, Total Suspended	mg/L	Max	5.0	Single Sample	Daily; 24 hours	Grab	EFB-1	
Coliform, Fecal	#/100mL	Max	25	Single Sample	Daily; 24 hours	Grab	EFA-1	
Coliform, Fecal, % less than detection	percent	Min	75	Monthly Total	Daily; 24 hours	Calculated	EFA-1	See I.A.13
pH	s.u.	Min Max	6.0 8.5	Single Sample Single Sample	Continuous	Meter	EFA-1	See I.A.11
Chlorine, Total Residual (For Disinfection)	mg/L	Min	1.0	Single Sample	Continuous	Meter	EFA-1	See I.A.14 and I.A.17
Turbidity	NTU	Max	Report	Single Sample	Continuous	Meter	EFB-1	See I.A.15 and I.A.17
Nitrogen, Total	mg/L	Max Max	10.0 Report	Annual Average Monthly Average	Weekly	24-hr FPC	EFA-1	See I.A.19
Phosphorus, Total (as P)	mg/L	Max Max	Report Report	Annual Average Monthly Average	Weekly	24-hr FPC	EFA-1	See I.A.20
Giardia	cysts/100L	Max	Report	Single Sample	Bi-annually; every 2 years	Grab	EFA-1	See I.A.18
Cryptosporidium	oocysts/100L	Max	Report	Single Sample	Bi-annually; every 2 years	Grab	EFA-1	See I.A.18

10. Reclaimed water samples shall be taken at the monitoring site locations listed in Permit Condition I.A.9. and as described below:

Monitoring Site Number	Description of Monitoring Site
FLW-3	Flow meter to Reuse Service Area
FLW-2A	Flow meter in line to Forest Lakes Golf Course
FLW-2B	Flow meter to Forest Lakes RIBs
FLW-2C	Flow meter to Winter Garden RIBs
EFA-1	Chlorine contact chamber effluent
EFB-1	Filter effluent prior to chlorination

11. Hourly measurement of pH during the period of required operator attendance may be substituted for continuous measurement. *[Chapter 62-601, Figure 2]*

12. A recording flow meter with totalizer shall be utilized to measure flow and calibrated at least once every 12 months. *[62-601.200(17) and .500(6)]*

13. To report the "% less than detection," count the number of fecal coliform observations that were less than detection, divide by the total number of fecal coliform observations in the month, and multiply by 100% (round to the nearest integer). *[62-600.440(5)(f)]*

14. The minimum total chlorine residual shall be limited as described in the approved operating protocol, such that the permit limitation for fecal coliform bacteria will be achieved. In no case shall the total chlorine residual be less than 1.0 mg/L. *[62-600.440(5)(b); 62-610.460(2); and 62-610.463(2)]*

15. The maximum turbidity shall be limited as described in the approved operating protocol, such that the permit limitations for total suspended solids and fecal coliforms will be achieved. *[62-610.463(2)]*

16. The treatment facilities shall be operated in accordance with all approved operating protocols. Only reclaimed water that meets the criteria established in the approved operating protocol(s) may be released to system storage or to the reuse system. Reclaimed water that fails to meet the criteria in the approved operating protocol(s) shall be directed to reject storage for subsequent additional treatment or disinfection or to the following permitted alternate discharge system: on-site RIBS. *[62-610.320(6) and 62-610.463(2)]*

17. Instruments for continuous on-line monitoring of total residual chlorine and turbidity shall be equipped with an automated data logging or recording device. *[62-610.463(2)]*

18. Intervals between sampling for Giardia and Cryptosporidium shall not exceed two years. *[62-610.463(4)]*

19. Total Nitrogen concentration in the water discharged to the land application system shall not exceed the annual average limit of 10.0 mg/L TN. *[62-600.550]*

20. Monitoring for total phosphorus (TP) is required as allowed by Rule 62-601.300(6), FAC, to evaluate impacts of reclaimed water to ground and surface waters in an impaired water basin. *[62-601.300(6)]*

B. Other Limitations and Monitoring and Reporting Requirements

1. During the period beginning on the issuance date and lasting through the expiration date of this permit, the treatment facility shall be limited and monitored by the permittee as specified below and reported in accordance with condition I.B.8.:

			Limitations		Monitoring Requirements			
Parameter	Units	Max/Min	Limit	Statistical Basis	Frequency of Analysis	Sample Type	Monitoring Site Number	Notes
Flow (Total through plant)	MGD	Max Max Max	3.0 Report Report	Annual Average Monthly Average Quarterly Average	Continuous	Recording Flow Meter with Totalizer	FLW-1	See I.B.4
Percent Capacity, (TMADF/Permitted Capacity) x 100	percent	Max	Report	Monthly Average	Monthly	Calculated	FLW-1	
BOD, Carbonaceous 5 day, 20C (Influent)	mg/L	Max	Report	Single Sample	Weekly	24-hr FPC	INF-1	See I.B.3
Solids, Total Suspended (Influent)	mg/L	Max	Report	Single Sample	Weekly	24-hr FPC	INF-1	See I.B.3

2. Samples shall be taken at the monitoring site locations listed in Permit Condition I.B.1. and as described below:

Monitoring Site Number	Description of Monitoring Site
FLW-1	Master flow meter at chlorination tanks, total plant flow (M-4)
INF-1	Influent to plant headworks

3. Influent samples shall be collected so that they do not contain digester supernatant or return activated sludge, or any other plant process recycled waters. *[62-601.500(4)]*

4. A recording flow meter with totalizer shall be utilized to measure flow and calibrated at least once every 12 months. *[62-601.200(17) and .500(6)]*

5. Sampling results for giardia and cryptosporidium shall be reported on DEP Form 62-610.300(4)(a)4, Pathogen Monitoring, which is attached to this permit. This form shall be submitted to the Department's Central District Office and to DEP's Reuse Coordinator in Tallahassee. *[62-610.300(4)(a)]*

6. The sample collection, analytical test methods and method detection limits (MDLs) applicable to this permit shall be conducted using a sufficiently sensitive method to ensure compliance with applicable water quality standards and effluent limitations and shall be in accordance with Rule 62-4.246, Chapters 62-160 and 62-601, F.A.C., and 40 CFR 136, as appropriate. The list of Department established analytical methods, and corresponding MDLs (method detection limits) and PQLs (practical quantitation limits), which is titled "FAC 62-4 MDL/PQL Table (April 26, 2006)" is available at http://www.dep.state.fl.us/labs/library/index.htm. The MDLs and PQLs as described in this list shall constitute the minimum acceptable MDL/PQL values and the Department shall not accept results for which the laboratory's MDLs or PQLs are greater than those described above unless alternate MDLs and/or PQLs have been specifically approved by the Department for this permit. Any method included in the list may be used for reporting as long as it meets the following requirements:

   a. The laboratory's reported MDL and PQL values for the particular method must be equal or less than the corresponding method values specified in the Department's approved MDL and PQL list;

   b. The laboratory reported MDL for the specific parameter is less than or equal to the permit limit or the applicable water quality criteria, if any, stated in Chapter 62-302, F.A.C. Parameters that are listed as "report only" in the permit shall use methods that provide an MDL, which is equal to or less than the applicable water quality criteria stated in 62-302, F.A.C.; and

   c. If the MDLs for all methods available in the approved list are above the stated permit limit or applicable water quality criteria for that parameter, then the method with the lowest stated MDL shall be used.

   When the analytical results are below method detection or practical quantitation limits, the permittee shall report the actual laboratory MDL and/or PQL values for the analyses that were performed following the instructions on the applicable discharge monitoring report.

   Where necessary, the permittee may request approval of alternate methods or for alternative MDLs or PQLs for any approved analytical method. Approval of alternate laboratory MDLs or PQLs are not necessary if the laboratory reported MDLs and PQLs are less than or equal to the permit limit or the applicable water quality criteria, if any, stated in Chapter 62-302, F.A.C. Approval of an analytical method not included in the above-referenced list is not necessary if the analytical method is approved in accordance with 40 CFR 136 or deemed acceptable by the Department. *[62-4.246, 62-160]*

7. The permittee shall provide safe access points for obtaining representative influent, reclaimed water, and effluent samples which are required by this permit. *[62-601.500(5)]*

8. Monitoring requirements under this permit are effective on the first day of the second month following permit issuance. Until such time, the permittee shall continue to monitor and report in accordance with previously effective permit requirements, if any. During the period of operation authorized by this permit, the permittee shall complete and submit to the Department Discharge Monitoring Reports (DMRs) in accordance with the frequencies specified by the REPORT type (i.e. monthly, toxicity, quarterly, semiannual, annual, etc.) indicated on the DMR forms attached to this permit. Unless specified otherwise in this permit, monitoring results for each monitoring period shall be submitted in accordance with the associated DMR due dates below. DMRs shall be submitted for each required monitoring period including periods of no discharge.

REPORT Type on DMR	Monitoring Period	Mail or Electronically Submit by
Monthly or Toxicity	first day of month - last day of month	28th day of following month
Quarterly	January 1 - March 31 April 1 - June 30 July 1 - September 30 October 1 - December 31	April 28 July 28 October 28 January 28
Semiannual	January 1 - June 30 July 1 - December 30	July 28 January 28
Annual	January 1 - December 31	January 28

The permittee may submit either paper or electronic DMR forms. If submitting paper DMR forms, the permittee shall make copies of the attached DMR forms, without altering the original format or content unless approved by the Department, and shall mail the completed DMR forms to the Department's Central District Office at the address specified in Permit Condition I.B.13. by the twenty-eighth (28th) of the month following the month of operation.

If submitting electronic DMR forms, the permittee shall use the electronic DMR system(s) approved in writing by the Department and shall electronically submit the completed DMR forms to the Department by the twenty-eighth (28th) of the month following the month of operation. Data submitted in electronic format is equivalent to data submitted on signed and certified paper DMR forms.

[62-620.610(18)][62-601.300(1),(2), and (3)]

9. During the period of operation authorized by this permit, reclaimed water or effluent shall be monitored annually for the primary and secondary drinking water standards contained in Chapter 62-550, F.A.C., (except for asbestos, color, odor, and corrosivity). These monitoring results shall be reported to the Department annually on the DMR. During years when a permit is not renewed, a certification stating that no new non-domestic wastewater dischargers have been added to the collection system since the last reclaimed water or effluent analysis was conducted may be submitted in lieu of the report. The annual reclaimed water or effluent analysis report or the certification shall be completed and submitted in a timely manner so as to be received by the Department at the address identified on the DMR by June 28 of each year. Approved analytical methods identified in Rule 62-620.100(3)(j), F.A.C., shall be used for the analysis. If no method is included for a parameter, methods specified in Chapter 62-550, F.A.C., shall be used. *[62-601.300(4)][62-601.500(3)][62-610.300(4)]*

10. The permittee shall submit an Annual Reuse Report using DEP Form 62-610.300(4)(a)2. on or before January 1 of each year. *[62-610.870(3)]*

11. Operating protocol(s) shall be reviewed and updated periodically to ensure continuous compliance with the minimum treatment and disinfection requirements. Updated operating protocols shall be submitted to the Department's Central District Office for review and approval upon revision of the operating protocol(s) and with each permit application. *[62-610.320(6)][62-610.463(2)]*

12. The permittee shall maintain an inventory of storage systems. The inventory shall be submitted to the Department's Central District Office at least 30 days before reclaimed water will be introduced into any new storage system. The inventory of storage systems shall be attached to the annual submittal of the Annual Reuse Report. *[62-610.464(5)]*

13. Unless specified otherwise in this permit, all reports and other information required by this permit, including 24-hour notifications, shall be submitted to or reported to, as appropriate, the Department's Central District Office at the address specified below:

    Florida Department of Environmental Protection Central District Office
    3319 Maguire Blvd Suite 232
    Orlando, Florida 32803-3767

    Phone Number - (407)897-4100
    FAX Number - (850)412-0496
    (All FAX copies and e-mails shall be followed by original copies.)

    [62-620.305]

14. All reports and other information shall be signed in accordance with the requirements of Rule 62-620.305, F.A.C. *[62-620.305]*

II. BIOSOLIDS MANAGEMENT REQUIREMENTS

1. Biosolids generated by this facility may be transferred to Sanford Max West or Shelley's Environmental Services or disposed of in a Class I solid waste landfill. Transferring biosolids to an alternative biosolids treatment facility does not require a permit modification. However, use of an alternative biosolids treatment facility requires submittal of a copy of the agreement pursuant to Rule 62-640.880(1)(c), F.A.C., along with a written notification to the Department at least 30 days before transport of the biosolids. *[62-620.320(6), 62-640.880(1)]*

2. The permittee shall monitor and keep records of the quantities of biosolids generated, received from source facilities, treated, distributed and marketed, land applied, used as a biofuel or for bioenergy, transferred to another facility, or landfilled. These records shall be kept for a minimum of five years. *[62-640.650(4)(a)]*

3. Biosolids quantities shall be monitored by the permittee as specified below. Results shall be reported on the permittee's Discharge Monitoring Report, for monitoring group RMP-Q, in accordance with Condition I.B.8.

			Biosolids Limitations		Monitoring Requirements		
Parameter	Units	Max/ Min	Limit	Statistical Basis	Frequency of Analysis	Sample Type	Monitoring Site Number
Biosolids Quantity (Transferred)	ton (d)	Max	Report	Monthly Total	Monthly	Calculated	RMP-1
Biosolids Quantity (Landfilled)	ton (d)	Max	Report	Monthly Total	Monthly	Calculated	RMP-1

[62-640.650(5)(a)1]

4. Biosolids quantities shall be calculated as listed in Permit Condition II.3 and as described below:

Monitoring Site Number	Description of Monitoring Site Calculations
RMP-1	Biosolids leaving the facility

5. The treatment, management, transportation, use, land application, or disposal of biosolids shall not cause a violation of the odor prohibition in subsection 62-296.320(2), F.A.C. *[62-640.400(6)]*

6. Storage of biosolids or other solids at this facility shall be in accordance with the Facility Biosolids Storage Plan. *[62-640.300(4)]*

7. Biosolids shall not be spilled from or tracked off the treatment facility site by the hauling vehicle. *[62-640.400(9)]*

8. Disposal of biosolids, septage, and "other solids" in a solid waste disposal facility, or disposal by placement on land for purposes other than soil conditioning or fertilization, such as at a monofill, surface impoundment, waste pile, or dedicated site, shall be in accordance with Chapter 62-701, F.A.C. *[62-640.100(6)(b) & (c)]*

9. The permittee shall not be held responsible for treatment and management violations that occur after its biosolids have been accepted by a permitted biosolids treatment facility with which the source facility has an agreement in accordance with subsection 62-640.880(1)(c), F.A.C., for further treatment, management, or disposal. *[62-640.880(1)(b)]*

10. The permittee shall keep hauling records to track the transport of biosolids between the facilities. The hauling records shall contain the following information:

Source Facility
1. Date and time shipped
2. Amount of biosolids shipped
3. Degree of treatment (if applicable)
4. Name and ID Number of treatment facility
5. Signature of responsible party at source facility
6. Signature of hauler and name of hauling firm

Biosolids Treatment Facility or Treatment Facility
1. Date and time received
2. Amount of biosolids received
3. Name and ID number of source facility
4. Signature of hauler
5. Signature of responsible party at treatment facility

A copy of the source facility hauling records for each shipment shall be provided upon delivery of the biosolids to the biosolids treatment facility or treatment facility. The treatment facility permittee shall report to the Department within 24 hours of discovery any discrepancy in the quantity of biosolids leaving the source facility and arriving at the biosolids treatment facility or treatment facility.

[62-640.880(4)]

11. If the permittee intends to accept biosolids from other facilities, a permit revision is required pursuant to paragraph 62-640.880(2)(d), F.A.C. *[62-640.880(2)(d)]*

III. GROUND WATER REQUIREMENTS

A. Construction Requirements

Section Construction Requirements is not applicable to this facility.

B. Operational Requirements

1. For the Part III and Part IV Land Application System(s), all ground water quality criteria specified in Chapter 62-520, F.A.C., shall be met at the edge of the zone of discharge. For major users of reclaimed water (i.e., using 0.1 MGD or more), the zone of discharge for Land Application Site(s) shall extend horizontally 100 feet from the application site and vertically to the base of the surficial aquifer. For other users, the zone of discharge shall extend horizontally to the boundary of the general service area identified in the attached map and vertically to the base of the surficial aquifer. *[62-520.200(27)] [62-520.465]*

2. The ground water minimum criteria specified in Rule 62-520.400 F.A.C., shall be met within the zone of discharge. *[62-520.400 and 62-520.420(4)]*

3. During the period of operation authorized by this permit, the permittee shall sample ground water in accordance with this permit and the approved ground water monitoring plan prepared in accordance with Rule 62-520.600, F.A.C. *[62-520.600][62-610.463]*

4. The following monitoring wells shall be sampled quarterly. Sampling must be reasonably spaced to be representative of potentially changing conditions.

Facility MW Name	Permit Builder MW ID	WAFR ID No.	GMS ID	Well Type	Depth (Feet)	Aquifer Monitored	New or Existing
RIBs at Prima Vista Reuse System R-001:							
MW-1B	MWB-1BR	MWB-5342	3048A13299	Background	25	Surficial	Existing
MWB-2B	MWB-2B	MWB-36557	3048A13301	Background	35	Surficial	Existing
MW-4R	MWI-4R	MWI-5338	3048A13303	Intermediate	15	Surficial	Existing
MW-5	MWC-5	MWC-5337	3048A13304	Compliance	15	Surficial	Existing
Golf Course Area Reuse System R-002*:							
SW-1	MWC-SW-1	MWA-5332 (ID# 94997)	3048A14938	Surface Water	--	Surficial	Existing
IW-1	MWI-1	MWA-5331	3048A14939	Intermediate	30	Surficial	Existing
CW-2	MWC-2	MWA-5329	3048A14941	Compliance	30	Surficial	Existing
CW-3	MWC-3	MWA-5328	3048A14942	Compliance	25	Surficial	Existing
CW-5A	MWI-5A	MWA-5326	3048A14944	Intermediate	20.5	Surficial	Existing
CW-7R	MWC-7R	114707	--	Compliance	30	Surficial	Existing

* Existing wells BW-1 (WAFR # 5334), CW-8 (WAFR # 5323), and CW-9 (WAFR # 5322) located at the Golf Course Site have been deleted from the existing Groundwater Monitoring Plan (GWMP). These three (3) wells shall be inactivated but shall not be abandoned. In the future, these wells shall be re-activated, if warranted.

MWB = Background Well; MWI = Intermediate Well; MWC = Compliance Well; SW = Surface Water Sampling Location

[62-520.600][62-610.463]

5. The following parameters shall be analyzed for each of the monitoring well(s) identified in Permit Condition(s) III. B. 4:

Parameter	Compliance Well Limit	Units	Sample Type	Monitoring Frequency
Water Level Relative to Feet, NGVD	Report	Feet	In Situ	Quarterly
Nitrogen, Nitrate, Total (as N)	10	mg/L	Grab	Quarterly
Solids, Total Dissolved (TDS)	500	mg/L	Grab	Quarterly
Chloride (as Cl)	250	mg/L	Grab	Quarterly
Coliform, Fecal	4	#/100mL	Grab	Quarterly
pH	6.5-8.5	SU	Grab	Quarterly
Turbidity, Nephelometric	Report	NTU	Grab	Quarterly

[62-520.600(11)(b)] [62-601.300(3), 62-601.700, and Figure 3 of 62-601][62-601.300(6)] [62-520.310(5)].

6. If the concentration for any constituent listed in Permit Condition III. B. 5. in the natural background quality of the ground water is greater than the stated maximum, or in the case of pH is also less than the minimum, the representative natural background quality shall be the prevailing standard. *[62-520.420(2)]*

7. In accordance with Part D of Form 62-620.910(10), water levels shall be recorded before evacuating wells for sample collection. Elevation references shall include the top of the well casing and land surface at each well site (Feet, NGVD) at a precision of plus or minus 0.01 foot. *[62-520.600(11)(C)] [62-610.463(3)(a)]*

8. Ground water monitoring wells shall be purged prior to sampling to obtain representative samples. *[62-601.700(5)] [62-160.210]*

9. Analyses shall be conducted on unfiltered samples, unless filtered samples have been approved by the Department's Central District, Ground Water Section as being more representative of ground water conditions. *[62-520.310(5)]*

10. Ground water monitoring parameters shall be analyzed in accordance with Chapter 62-601, F.A.C. *[62-620.610(18)]*

11. Ground water monitoring test results shall be submitted on Part D of Form 62-620.910(10). A completed Certification Page shall accompany each quarter of monitoring data. For reuse or land application projects, the quarterly ground water monitoring results shall be submitted with the DMR as shown in the following schedule. *[62-520.600(10) and (11)(b)] [62-601.300(3), 62.601.700, and Figure 3 of 62-601] [62-620.610(18)]*

SAMPLE PERIOD	REPORT DUE DATE
January - March	April 28
April - June	July 28
July - September	October 28
October - December	January 28

12. If any monitoring well becomes damaged or cannot be sampled for some reason, the permittee shall notify the Department's Central District, Ground Water Section immediately and a written report shall follow within seven days detailing the circumstances and remedial measures taken or proposed. Repair or replacement of monitoring wells shall be approved in advance by the Department's Central District, Ground Water Section. *[62-520.600][62-4.070(3)]*

13. The Permittee shall provide verbal notice to the Department's Central District, Ground Water Section as soon as practical after discovery of a sinkhole within an area for the management or application of wastewater, wastewater residuals (sludges), or reclaimed water. The Permittee shall immediately implement measures appropriate to control the entry of contaminants, and shall detail these measures to the Department's Central District, Ground Water Section in a written report within 7 days of the sinkhole discovery. *[62-4.070(3)]*

IV. ADDITIONAL REUSE AND LAND APPLICATION REQUIREMENTS

A. Part III Public Access System(s)

1. Use of reclaimed water is authorized within the general service area identified in the attached map. The following uses of reclaimed water are authorized within this general service area:

   Athletic Complexes and Parks
   Golf Courses
   Other Landscape Irrigation
   Residential Irrigation

   [62-620.630(10)(a)]

2. This reuse system includes the following major user(s) of reclaimed water (i.e., using 0.1 MGD or more) and general service area(s):

Site Number	User Name	User Type	Capacity(MGD)	Acreage
PAA-001	Forest Lake Golf Course and RIBs	Golf Courses	1.0	260
PAA-002	Winter Garden RIBs	Golf Courses	0.25	100
		Total	1.25	360

[62-610.800(5)][62-620.630(10)(b)]

3. New major users of reclaimed water (i.e., using 0.1 MGD or more) may be added to the reuse system using the general permit described in Rule 62-610.890, F.A.C., if the requirements in this rule are complied with. Application for use of this general permit shall be made using Form 62-610.300(4)(a)1. *[62-610.890]*

4. Cross-connections to the potable water system are prohibited. *[62-610.469(7)]*

5. A cross-connection control program shall be implemented and/or remain in effect within the areas where reclaimed water will be provided for use. *[62-610.469(7)]*

6. The permittee shall conduct inspections within the reclaimed water service area to verify proper connections, to minimize illegal cross-connections, and to verify the proper use of reclaimed water. Inspections are required when a customer first connects to the reuse distribution system. Subsequent inspections are required as specified in the cross-connection control and inspection program. *[62-610.469(7)(h)]*

7. If a cross-connection between the potable and reclaimed water systems is discovered, the permittee shall:

   a. Immediately discontinue potable water and/or reclaimed water service to the affected area.

   b. If the potable water system is contaminated, clear the potable water lines.

   c. Eliminate the cross-connection.

   d. Test the affected area for other possible cross-connections.

   e. Within 24 hours, notify the Department's Central District Office's domestic wastewater and drinking water programs.

   f. Within 5 days of discovery of a cross-connection, submit a written report to the Department's Central District Office detailing: a description of the cross-connection, how the cross-connection was discovered, the exact date and time of discovery, approximate time that the cross-connection existed, the location, the cause, steps taken to eliminate the cross-connection, whether reclaimed water was consumed, and reports of possible illness, whether the drinking water system was contaminated and the steps taken to clear the drinking water system, when the cross-connection was eliminated, plan of action for testing for other possible cross-connections in the area, and an evaluation of the cross-connection control and inspection program to ensure that future cross-connections do not occur.

   [62-555.350(3) and 62-555.360][62-620.610(20)]

8. Maximum obtainable separation of reclaimed water lines and potable water lines shall be provided and the minimum separation distances specified in Rule 62-610.469(7), F.A.C., shall be provided. Reuse facilities shall be color coded or marked. Underground piping which is not manufactured of metal or concrete shall be color coded using Pantone Purple 522C using light stable colorants. Underground metal and concrete pipe shall be color coded or marked using purple as the predominant color. *[62-610.469(7)]*

9. In constructing reclaimed water distribution piping, the permittee shall maintain a 75-foot setback distance from a reclaimed water transmission facility to public water supply wells. No setback distances are required to other potable water supply wells or to any nonpotable water supply wells. *[62-610.471(3)]*

10. A setback distance of 75 feet shall be maintained between the edge of the wetted area and potable water supply wells, unless the utility adopts and enforces an ordinance prohibiting potable water supply wells within the reuse service area. No setback distances are required to any nonpotable water supply well, to any surface water, to any developed areas, or to any private swimming pools, hot tubs, spas, saunas, picnic tables, barbecue pits, or barbecue grills. *[62-610.471(1), (2), (5), and (7)]*

11. Reclaimed water shall not be used to fill swimming pools, hot tubs, or wading pools. *[62-610.469(4)]*

12. Low trajectory nozzles, or other means to minimize aerosol formation shall be used within 100 feet from outdoor public eating, drinking, or bathing facilities. *[62-610.471(6)]*

13. A setback distance of 100 feet shall be maintained from indoor aesthetic features using reclaimed water to adjacent indoor public eating and drinking facilities. *[62-610.471(8)]*

14. The public shall be notified of the use of reclaimed water. This shall be accomplished by posting of advisory signs in areas where reuse is practiced, notes on scorecards, or other methods. *[62-610.468(2)]*

15. All new advisory signs and labels on vaults, service boxes, or compartments that house hose bibbs along with all labels on hose bibbs, valves, and outlets shall bear the words "do not drink" and "no beber" along with the equivalent standard international symbol. In addition to the words "do not drink" and "no beber," advisory signs posted at storage ponds and decorative water features shall also bear the words "do not swim" and "no nadar" along with the equivalent standard international symbols. Existing advisory signs and labels shall be retrofitted, modified, or replaced in order to comply with the revised wording requirements. For existing advisory signs and labels this retrofit, modification, or replacement shall occur within 365 days after the date of this permit. For labels on existing vaults, service boxes, or compartments housing hose bibbs this retrofit, modification, or replacement shall occur within 730 days after the date of this permit. *[62-610.468, 62-610.469]*

16. The permittee shall ensure that users of reclaimed water are informed about the origin, nature, and characteristics of reclaimed water; the manner in which reclaimed water can be safely used; and limitations on the use of reclaimed water. Notification is required at the time of initial connection to the reclaimed water distribution system and annually after the reuse system is placed into operation. A description of on-going public notification activities shall be included in the Annual Reuse Report. *[62-610.468(6)]*

17. Routine aquatic weed control and regular maintenance of storage pond embankments and access areas are required. *[62-610.414(8)]*

18. Overflows from emergency discharge facilities on storage ponds shall be reported as abnormal events in accordance with Permit Condition IX.20. *[62-610.800(9)]*

B. Part IV Rapid Infiltration Basins

1. Advisory signs shall be posted around the site boundaries to designate the nature of the project area. *[62-610.518]*

2. The maximum annual average loading rate to the two rapid infiltration basins with a total wetted area of 10.7 acres having a capacity of 0.35 MGD shall be limited to 1.2 inches per day (as applied to the entire bottom area). *[62-610.523(3)]*

3. The two rapid infiltration basins with a total wetted area of 10.7 acres having a capacity of 0.35 MGD normally shall be loaded for 7 days and shall be rested for 7 days. Infiltration ponds, basins, or trenches shall be allowed to dry during the resting portion of the cycle.*[62-610.523(4)]*

4. Rapid infiltration basins shall be routinely maintained to control vegetation growth and to maintain percolation capability by scarification or removal of deposited solids. Basin bottoms shall be maintained to be level. *[62-610.523(6) and (7)]*

5. Routine aquatic weed control and regular maintenance of storage pond embankments and access areas are required. *[62-610.514 and 62-610.414]*

6. Overflows from emergency discharge facilities on storage ponds or on infiltration ponds, basins, or trenches shall be reported as abnormal events in accordance with Permit Condition IX.20. *[62-610.800(9)]*

V. OPERATION AND MAINTENANCE REQUIREMENTS

A. Staffing Requirements

1. During the period of operation authorized by this permit, the wastewater facilities shall be operated under the supervision of a(n) operator(s) certified in accordance with Chapter 62-602, F.A.C. In accordance with Chapter 62-699, F.A.C., this facility is a Category I, Class A facility and, at a minimum, operators with appropriate certification must be on the site as follows:

   A Class C or higher operator 8 hours/day for 7 days/week. The lead/chief operator must be a Class A operator, or higher.

   [62-620.630(3)][62-699.310] [62-610.462]

2. The lead/chief operator shall be employed at the plant full time. "Full time" shall mean at least 4 days per week, working a minimum of 35 hours per week, including leave time. A licensed operator shall be on-site and in charge of each required shift for periods of required staffing time when the lead/chief operator is not on-site. An operator meeting the lead/chief operator class for the treatment plant shall be available during all periods of plant operation. "Available" means able to be contacted as needed to initiate the appropriate action in a timely manner. *[62-699.311(10), (6) and (1)]*

3. An operator meeting the lead/chief operator class for the plant shall be available during all periods of plant operation. "Available" means able to be contacted as needed to initiate the appropriate action in a timely manner. *[62-699.311(1)]*

B. Capacity Analysis Report and Operation and Maintenance Performance Report Requirements

1. Submit an updated capacity analysis report prepared in accordance with Rule 62-600.405, F.A.C., five years from the date of issuance of this permit. *[62-600.405(5)]*
2. The application to renew this permit shall include an updated capacity analysis report prepared in accordance with Rule 62-600.405, F.A.C. *[62-600.405(5)]*
3. The application to renew this permit shall include a detailed operation and maintenance performance report prepared in accordance with Rule 62-600.735, F.A.C. *[62-600.735(1)]*

C. Recordkeeping Requirements

1. The permittee shall maintain the following records and make them available for inspection on the site of the permitted facility.
   a. Records of all compliance monitoring information, including all calibration and maintenance records and all original strip chart recordings for continuous monitoring instrumentation, including, if applicable, a copy of the laboratory certification showing the certification number of the laboratory, for at least three years from the date the sample or measurement was taken;
   b. Copies of all reports required by the permit for at least three years from the date the report was prepared;
   c. Records of all data, including reports and documents, used to complete the application for the permit for at least three years from the date the application was filed;
   d. Monitoring information, including a copy of the laboratory certification showing the laboratory certification number, related to the residuals use and disposal activities for the time period set forth in Chapter 62-640, F.A.C., for at least three years from the date of sampling or measurement;
   e. A copy of the current permit;
   f. A copy of the current operation and maintenance manual as required by Chapter 62-600, F.A.C.;
   g. A copy of any required record drawings;
   h. Copies of the licenses of the current certified operators;

i. Copies of the logs and schedules showing plant operations and equipment maintenance for three years from the date of the logs or schedules. The logs shall, at a minimum, include identification of the plant; the signature and license number of the operator(s) and the signature of the person(s) making any entries; date and time in and out; specific operation and maintenance activities, including any preventive maintenance or repairs made or requested; results of tests performed and samples taken, unless documented on a laboratory sheet; and notation of any notification or reporting completed in accordance with Rule 62-602.650(3), F.A.C. The logs shall be maintained on-site in a location accessible to 24-hour inspection, protected from weather damage, and current to the last operation and maintenance performed; and

j. Records of biosolids quantities, treatment, monitoring, and hauling for at least five years.

[62-620.350, 62-602.650, 62-640.650(4)]

VI. SCHEDULES

1. The following improvement actions shall be completed according to the following schedule:

1. Submit an updated capacity analysis report, per permit condition V.B.1.	Within 5 years of permit issuance

2. The permittee is not authorized to discharge to waters of the state after the expiration date of this permit, unless:
   a. The permittee has applied for renewal of this permit at least 180 days before the expiration date of this permit using the appropriate forms listed in Rule 62-620.910, F.A.C., and in the manner established in the Department of Environmental Protection Guide to Permitting Wastewater Facilities or Activities Under Chapter 62-620, F.A.C., including submittal of the appropriate processing fee set forth in Rule 62-4.050, F.A.C.; or
   b. The permittee has made complete the application for renewal of this permit before the permit expiration date.
   [62-620.335(1) - (4)]

VII. INDUSTRIAL PRETREATMENT PROGRAM REQUIREMENTS

1. This facility is not required to have a pretreatment program at this time. *[62-625.500]*

VIII. OTHER SPECIFIC CONDITIONS

1. The permittee shall comply with all conditions and requirements for reuse contained in their consumptive use permit issued by the Water Management District, if such requirements are consistent with Department rules. *[62-610.800(10)]*

2. In the event that the treatment facilities or equipment no longer function as intended, are no longer safe in terms of public health and safety, or odor, noise, aerosol drift, or lighting adversely affects neighboring developed areas at the levels prohibited by Rule 62-600.400(2)(a), F.A.C., corrective action (which may include additional maintenance or modifications of the permitted facilities) shall be taken by the permittee. Other corrective action may be required to ensure compliance with rules of the Department. Additionally, the treatment, management, use or land application of residuals shall not cause a violation of the odor prohibition in Rule 62-296.320(2), F.A.C. *[62-600.410(8) and 62-640.400(6)]*

3. The deliberate introduction of stormwater in any amount into collection/transmission systems designed solely for the introduction (and conveyance) of domestic/industrial wastewater; or the deliberate introduction of stormwater into collection/transmission systems designed for the introduction or conveyance of combinations of storm and domestic/industrial wastewater in amounts which may reduce the efficiency of pollutant removal by the treatment plant is prohibited, except as provided by Rule 62-610.472, F.A.C. *[62-604.130(3)]*

4. Collection/transmission system overflows shall be reported to the Department in accordance with Permit Condition IX. 20. *[62-604.550] [62-620.610(20)]*

5. The operating authority of a collection/transmission system and the permittee of a treatment plant are prohibited from accepting connections of wastewater discharges which have not received necessary pretreatment or which contain materials or pollutants (other than normal domestic wastewater constituents):

   a. Which may cause fire or explosion hazards; or

   b. Which may cause excessive corrosion or other deterioration of wastewater facilities due to chemical action or pH levels; or

   c. Which are solid or viscous and obstruct flow or otherwise interfere with wastewater facility operations or treatment; or

   d. Which result in the wastewater temperature at the introduction of the treatment plant exceeding $40^{o}C$ or otherwise inhibiting treatment; or

   e. Which result in the presence of toxic gases, vapors, or fumes that may cause worker health and safety problems.

   [62-604.130(5)]

6. The treatment facility, storage ponds for Part II systems, rapid infiltration basins, and/or infiltration trenches shall be enclosed with a fence or otherwise provided with features to discourage the entry of animals and unauthorized persons. *[62-610.518(1) and 62-600.400(2)(b)]*

7. Screenings and grit removed from the wastewater facilities shall be collected in suitable containers and hauled to a Department approved Class I landfill or to a landfill approved by the Department for receipt/disposal of screenings and grit. *[62-701.300(1)(a)]*

8. Where required by Chapter 471 or Chapter 492, F.S., applicable portions of reports that must be submitted under this permit shall be signed and sealed by a professional engineer or a professional geologist, as appropriate. *[62-620.310(4)]*

9. The permittee shall provide verbal notice to the Department's Central District Office as soon as practical after discovery of a sinkhole or other karst feature within an area for the management or application of wastewater, wastewater residuals (sludges), or reclaimed water. The permittee shall immediately implement measures appropriate to control the entry of contaminants, and shall detail these measures to the Department's Central District Office in a written report within 7 days of the sinkhole discovery. *[62-620.320(6)]*

10. The permittee shall provide adequate notice to the Department of the following:

    a. Any new introduction of pollutants into the facility from an industrial discharger which would be subject to Chapter 403, F.S., and the requirements of Chapter 62-620, F.A.C., if it were directly discharging those pollutants; and

    b. Any substantial change in the volume or character of pollutants being introduced into that facility by a source which was identified in the permit application and known to be discharging at the time the permit was issued.

       Adequate notice shall include information on the quality and quantity of effluent introduced into the facility and any anticipated impact of the change on the quantity or quality of effluent or reclaimed water to be discharged from the facility.

    [62-620.625(2)]

IX. GENERAL CONDITIONS

1. The terms, conditions, requirements, limitations, and restrictions set forth in this permit are binding and enforceable pursuant to Chapter 403, Florida Statutes. Any permit noncompliance constitutes a violation of Chapter 403, Florida Statutes, and is grounds for enforcement action, permit termination, permit revocation and reissuance, or permit revision. *[62-620.610(1)]*

2. This permit is valid only for the specific processes and operations applied for and indicated in the approved drawings or exhibits. Any unauthorized deviations from the approved drawings, exhibits, specifications, or conditions of this permit constitutes grounds for revocation and enforcement action by the Department. *[62-620.610(2)]*

3. As provided in subsection 403.087(7), F.S., the issuance of this permit does not convey any vested rights or any exclusive privileges. Neither does it authorize any injury to public or private property or any invasion of personal rights, nor authorize any infringement of federal, state, or local laws or regulations. This permit is not a waiver of or approval of any other Department permit or authorization that may be required for other aspects of the total project which are not addressed in this permit. *[62-620.610(3)]*

4. This permit conveys no title to land or water, does not constitute state recognition or acknowledgment of title, and does not constitute authority for the use of submerged lands unless herein provided and the necessary title or leasehold interests have been obtained from the State. Only the Trustees of the Internal Improvement Trust Fund may express State opinion as to title. *[62-620.610(4)]*

5. This permit does not relieve the permittee from liability and penalties for harm or injury to human health or welfare, animal or plant life, or property caused by the construction or operation of this permitted source; nor does it allow the permittee to cause pollution in contravention of Florida Statutes and Department rules, unless specifically authorized by an order from the Department. The permittee shall take all reasonable steps to minimize or prevent any discharge, reuse of reclaimed water, or residuals use or disposal in violation of this permit which has a reasonable likelihood of adversely affecting human health or the environment. It shall not be a defense for a permittee in an enforcement action that it would have been necessary to halt or reduce the permitted activity in order to maintain compliance with the conditions of this permit. *[62-620.610(5)]*

6. If the permittee wishes to continue an activity regulated by this permit after its expiration date, the permittee shall apply for and obtain a new permit. *[62-620.610(6)]*

7. The permittee shall at all times properly operate and maintain the facility and systems of treatment and control, and related appurtenances, that are installed and used by the permittee to achieve compliance with the conditions of this permit. This provision includes the operation of backup or auxiliary facilities or similar systems when necessary to maintain or achieve compliance with the conditions of the permit. *[62-620.610(7)]*

8. This permit may be modified, revoked and reissued, or terminated for cause. The filing of a request by the permittee for a permit revision, revocation and reissuance, or termination, or a notification of planned changes or anticipated noncompliance does not stay any permit condition. *[62-620.610(8)]*

9. The permittee, by accepting this permit, specifically agrees to allow authorized Department personnel, including an authorized representative of the Department and authorized EPA personnel, when applicable, upon presentation of credentials or other documents as may be required by law, and at reasonable times, depending upon the nature of the concern being investigated, to:

   a. Enter upon the permittee's premises where a regulated facility, system, or activity is located or conducted, or where records shall be kept under the conditions of this permit;

   b. Have access to and copy any records that shall be kept under the conditions of this permit;

   c. Inspect the facilities, equipment, practices, or operations regulated or required under this permit; and

   d. Sample or monitor any substances or parameters at any location necessary to assure compliance with this permit or Department rules.

   [62-620.610(9)]

10. In accepting this permit, the permittee understands and agrees that all records, notes, monitoring data, and other information relating to the construction or operation of this permitted source which are submitted to the Department may be used by the Department as evidence in any enforcement case involving the permitted source arising under the Florida Statutes or Department rules, except as such use is proscribed by Section 403.111, F.S., or Rule 62-620.302, F.A.C. Such evidence shall only be used to the extent that it is consistent with the Florida Rules of Civil Procedure and applicable evidentiary rules. *[62-620.610(10)]*

11. When requested by the Department, the permittee shall within a reasonable time provide any information required by law which is needed to determine whether there is cause for revising, revoking and reissuing, or terminating this permit, or to determine compliance with the permit. The permittee shall also provide to the Department upon request copies of records required by this permit to be kept. If the permittee becomes aware of relevant facts that were not submitted or were incorrect in the permit application or in any report to the Department, such facts or information shall be promptly submitted or corrections promptly reported to the Department. *[62-620.610(11)]*

12. Unless specifically stated otherwise in Department rules, the permittee, in accepting this permit, agrees to comply with changes in Department rules and Florida Statutes after a reasonable time for compliance; provided, however, the permittee does not waive any other rights granted by Florida Statutes or Department rules. A reasonable time for compliance with a new or amended surface water quality standard, other than those standards addressed in Rule 62-302.500, F.A.C., shall include a reasonable time to obtain or be denied a mixing zone for the new or amended standard. *[62-620.610(12)]*

13. The permittee, in accepting this permit, agrees to pay the applicable regulatory program and surveillance fee in accordance with Rule 62-4.052, F.A.C. *[62-620.610(13)]*

14. This permit is transferable only upon Department approval in accordance with Rule 62-620.340, F.A.C. The permittee shall be liable for any noncompliance of the permitted activity until the transfer is approved by the Department. *[62-620.610(14)]*

15. The permittee shall give the Department written notice at least 60 days before inactivation or abandonment of a wastewater facility or activity and shall specify what steps will be taken to safeguard public health and safety during and following inactivation or abandonment. *[62-620.610(15)]*

16. The permittee shall apply for a revision to the Department permit in accordance with Rules 62-620.300, F.A.C., and the Department of Environmental Protection Guide to Permitting Wastewater Facilities or Activities Under Chapter 62-620, F.A.C., at least 90 days before construction of any planned substantial modifications to the permitted facility is to commence or with Rule 62-620.325(2), F.A.C., for minor modifications to the permitted facility. A revised permit shall be obtained before construction begins except as provided in Rule 62-620.300, F.A.C. *[62-620.610(16)]*

17. The permittee shall give advance notice to the Department of any planned changes in the permitted facility or activity which may result in noncompliance with permit requirements. The permittee shall be responsible for any and all damages which may result from the changes and may be subject to enforcement action by the Department for penalties or revocation of this permit. The notice shall include the following information:

    a. A description of the anticipated noncompliance;

    b. The period of the anticipated noncompliance, including dates and times; and

    c. Steps being taken to prevent future occurrence of the noncompliance.

    [62-620.610(17)]

18. Sampling and monitoring data shall be collected and analyzed in accordance with Rule 62-4.246 and Chapters 62-160, 62-601, and 62-610, F.A.C., and 40 CFR 136, as appropriate.

    a. Monitoring results shall be reported at the intervals specified elsewhere in this permit and shall be reported on a Discharge Monitoring Report (DMR), DEP Form 62-620.910(10), or as specified elsewhere in the permit.

    b. If the permittee monitors any contaminant more frequently than required by the permit, using Department approved test procedures, the results of this monitoring shall be included in the calculation and reporting of the data submitted in the DMR.

    c. Calculations for all limitations which require averaging of measurements shall use an arithmetic mean unless otherwise specified in this permit.

d. Except as specifically provided in Rule 62-160.300, F.A.C., any laboratory test required by this permit shall be performed by a laboratory that has been certified by the Department of Health Environmental Laboratory Certification Program (DOH ELCP). Such certification shall be for the matrix, test method and analyte(s) being measured to comply with this permit. For domestic wastewater facilities, testing for parameters listed in Rule 62-160.300(4), F.A.C., shall be conducted under the direction of a certified operator.

e. Field activities including on-site tests and sample collection shall follow the applicable standard operating procedures described in DEP-SOP-001/01 adopted by reference in Chapter 62-160, F.A.C.

f. Alternate field procedures and laboratory methods may be used where they have been approved in accordance with Rules 62-160.220, and 62-160.330, F.A.C.

[62-620.610(18)]

19. Reports of compliance or noncompliance with, or any progress reports on, interim and final requirements contained in any compliance schedule detailed elsewhere in this permit shall be submitted no later than 14 days following each schedule date. *[62-620.610(19)]*

20. The permittee shall report to the Department's Central District Office any noncompliance which may endanger health or the environment. Any information shall be provided orally within 24 hours from the time the permittee becomes aware of the circumstances. A written submission shall also be provided within five days of the time the permittee becomes aware of the circumstances. The written submission shall contain: a description of the noncompliance and its cause; the period of noncompliance including exact dates and time, and if the noncompliance has not been corrected, the anticipated time it is expected to continue; and steps taken or planned to reduce, eliminate, and prevent recurrence of the noncompliance.

    a. The following shall be included as information which must be reported within 24 hours under this condition:
        (1) Any unanticipated bypass which causes any reclaimed water or effluent to exceed any permit limitation or results in an unpermitted discharge,
        (2) Any upset which causes any reclaimed water or the effluent to exceed any limitation in the permit,
        (3) Violation of a maximum daily discharge limitation for any of the pollutants specifically listed in the permit for such notice, and
        (4) Any unauthorized discharge to surface or ground waters.

    b. Oral reports as required by this subsection shall be provided as follows:
        (1) For unauthorized releases or spills of treated or untreated wastewater reported pursuant to subparagraph (a)4. that are in excess of 1,000 gallons per incident, or where information indicates that public health or the environment will be endangered, oral reports shall be provided to the STATE WARNING POINT TOLL FREE NUMBER (800) 320-0519, as soon as practical, but no later than 24 hours from the time the permittee becomes aware of the discharge. The permittee, to the extent known, shall provide the following information to the State Warning Point:
            (a) Name, address, and telephone number of person reporting;
            (b) Name, address, and telephone number of permittee or responsible person for the discharge;
            (c) Date and time of the discharge and status of discharge (ongoing or ceased);
            (d) Characteristics of the wastewater spilled or released (untreated or treated, industrial or domestic wastewater);
            (e) Estimated amount of the discharge;
            (f) Location or address of the discharge;
            (g) Source and cause of the discharge;
            (h) Whether the discharge was contained on-site, and cleanup actions taken to date;
            (i) Description of area affected by the discharge, including name of water body affected, if any; and
            (j) Other persons or agencies contacted.
        (2) Oral reports, not otherwise required to be provided pursuant to subparagraph b.1 above, shall be provided to the Department's Central District Office within 24 hours from the time the permittee becomes aware of the circumstances.

c. If the oral report has been received within 24 hours, the noncompliance has been corrected, and the noncompliance did not endanger health or the environment, the Department's Central District Office shall waive the written report.

[62-620.610(20)]

21. The permittee shall report all instances of noncompliance not reported under Permit Conditions IX.17., IX.18., or IX.19. of this permit at the time monitoring reports are submitted. This report shall contain the same information required by Permit Condition IX.20. of this permit. *[62-620.610(21)]*

22. Bypass Provisions.

a. "Bypass" means the intentional diversion of waste streams from any portion of a treatment works.

b. Bypass is prohibited, and the Department may take enforcement action against a permittee for bypass, unless the permittee affirmatively demonstrates that:
(1) Bypass was unavoidable to prevent loss of life, personal injury, or severe property damage; and
(2) There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass which occurred during normal periods of equipment downtime or preventive maintenance; and
(3) The permittee submitted notices as required under Permit Condition IX.22.c. of this permit.

c. If the permittee knows in advance of the need for a bypass, it shall submit prior notice to the Department, if possible at least 10 days before the date of the bypass. The permittee shall submit notice of an unanticipated bypass within 24 hours of learning about the bypass as required in Permit Condition IX.20. of this permit. A notice shall include a description of the bypass and its cause; the period of the bypass, including exact dates and times; if the bypass has not been corrected, the anticipated time it is expected to continue; and the steps taken or planned to reduce, eliminate, and prevent recurrence of the bypass.

d. The Department shall approve an anticipated bypass, after considering its adverse effect, if the permittee demonstrates that it will meet the three conditions listed in Permit Condition IX.22.b.(1) through (3) of this permit.

e. A permittee may allow any bypass to occur which does not cause reclaimed water or effluent limitations to be exceeded if it is for essential maintenance to assure efficient operation. These bypasses are not subject to the provisions of Permit Condition IX.22.b. through d. of this permit.

[62-620.610(22)]

23. Upset Provisions.

a. "Upset" means an exceptional incident in which there is unintentional and temporary noncompliance with technology-based effluent limitations because of factors beyond the reasonable control of the permittee.
(1) An upset does not include noncompliance caused by operational error, improperly designed treatment facilities, inadequate treatment facilities, lack of preventive maintenance, careless or improper operation.
(2) An upset constitutes an affirmative defense to an action brought for noncompliance with technology based permit effluent limitations if the requirements of upset provisions of Rule 62-620.610, F.A.C., are met.

b. A permittee who wishes to establish the affirmative defense of upset shall demonstrate, through properly signed contemporaneous operating logs, or other relevant evidence that:
(1) An upset occurred and that the permittee can identify the cause(s) of the upset;
(2) The permitted facility was at the time being properly operated;
(3) The permittee submitted notice of the upset as required in Permit Condition IX.20. of this permit; and
(4) The permittee complied with any remedial measures required under Permit Condition IX.5. of this permit.

c. In any enforcement proceeding, the burden of proof for establishing the occurrence of an upset rests with the permittee.

d. Before an enforcement proceeding is instituted, no representation made during the Department review of a claim that noncompliance was caused by an upset is final agency action subject to judicial review.

[62-620.610(23)]

Executed in Orlando, Florida.

STATE OF FLORIDA DEPARTMENT
OF ENVIRONMENTAL PROTECTION

Christianne C. Ferraro, P.E.
Program Administrator
Water Facilities Permitting

Date: May 13, 2013

Attachment(s):
Discharge Monitoring Report
"Pathogen Monitoring" Form
Map of the General Reuse Service Area



BID CONFLICT OF INTEREST DISCLOSURE FORM

The award of this contract is subject to the provisions of Chapter 112, Florida Statutes. All Bidders must disclose within their Bid: the name of any City of Ocoee employee, Mayor or City Commissioner, other City Official, or City Consultants, who owns assets or capital stock, directly or indirectly, in the Bidder's firm or any of its branches, or would directly or indirectly benefit by the profits or emoluments of this Bid. (Indirect ownership or benefit applies to any members of his or her immediate family.) Bidder certifies that no member of the entity's ownership or management is presently applying for an employee position or actively seeking an elected position with the City. In the event that a conflict of interest is identified in the provision of services, Bidder agrees to immediately notify the City in writing.

The purpose of this disclosure form is to give the City the information needed to identify potential conflicts of interest for the City Commission, Staff, and other key City employees and consultants involved in the award and administration of this contract.

According to Chapter 112, Florida Statutes, the term "conflict of interest" "means a situation in which regard for a private interest tends to lead to disregard of a public duty or interest", and refers to situations in which financial or other personal considerations may adversely affect, or have the appearance of adversely affecting, an employee's professional judgment in exercising any City duty or responsibility in administration, management, instruction, research, or other professional activities.

Please check one of the following statements and attach additional documentation if necessary:

_____ To the best of our knowledge, the undersigned firm has no potential conflict of interest for this Bid.
_____ The undersigned firm, by attachment to this form, submits information which may be a potential conflict of interest for this Bid.

Acknowledged by:

_____
Firm Name

_____
Signature

_____
Name and Title (Print or Type)

DRUG-FREE WORKPLACE CERTIFICATION

IDENTICAL TIE BIDS: Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quantity, and service are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program (Florida Statutes Section 287.037). In order to have a drug-free workplace program, a business shall:

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, and 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 pleas 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 is 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.

Bidder: _____

Signed: _____

By: _____
(Print or Type Name)

Title: _____

Date: _____

COMPANY INFORMATION/SIGNATURE SHEET BID #21-001

FAILURE TO COMPLY WITH THESE BID INSTRUCTIONS WILL RESULT IN DISQUALIFICATION OF YOUR BID. PLEASE SIGN BELOW ATTESTING THAT YOU HAVE READ AND UNDERSTAND ALL BID INSTRUCTIONS AND THAT THE PRICES REFLECTED ON THE "SCOPE OF WORK/BID SHEET" ARE ACCURATE AND WITHOUT COLLUSION.

_____
COMPANY NAME

_____
TELEPHONE (INCLUDE AREA CODE)

_____
FAX (INCLUDE AREA CODE)

_____
E-MAIL ADDRESS

_____
AUTHORIZED SIGNATURE (manual)

IF REMITTANCE ADDRESS IS DIFFERENT FROM PURCHASE ORDER ADDRESS, PLEASE INDICATE BELOW:

_____
NAME/TITLE (PLEASE PRINT)

_____

_____
STREET ADDRESS

_____

_____
CITY STATE ZIP

FEDERAL ID #_____
_____Individual _____Corporation _____Partnership _____Other (Specify)_____

Sworn to and subscribed before me by means of ☐ physical presence or ☐ online notarization this _____day of _____, 20____.

Personally Known_____ or
Produced Identification_____

_____
(Type of Identification)

Notary Public - State of _____
County of _____

_____
Signature of Notary Public

_____
Printed, typed or stamped
commissioned name of Notary Public

EXHIBIT "H"
PROPOSED AGREEMENT FOR
ITB #21-001 LABORATORY SERVICES FOR CITY WATER & WASTEWATER FACILITIES

THIS AGREEMENT FOR LABORATORY SERVICES FOR CITY WATER & WASTEWATER FACILITIES (this "Agreement") is made this _____ day of _____, 2020, by and between the CITY OF OCOEE, a Florida municipal corporation, whose mailing address is 150 North Lakeshore Drive, Ocoee, Florida 34761 (hereinafter referred to as the "City") and _____, a _____ corporation, whose mailing address is _____(hereinafter referred to as the "Contractor").

W I T N E S S E T H:

WHEREAS, the City desires to enter into an Agreement with the Contractor to perform the work set forth in that certain Invitation to Bid ITB #21-001 (the "Work"), and any amendments thereto being attached hereto as Exhibit "A"; and

WHEREAS, the Contractor is capable of performing the Work and agrees to perform the Work pursuant to the terms of this Agreement, and for the amounts specified in the Contractor's Proposal, the Contractor's Proposal and any amendments thereto being attached hereto as Exhibit "B".

NOW THEREFORE, in consideration of the premises and other good and valuable considerations exchanged between the parties hereto, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

Section 1. Scope of Agreement. The terms and conditions of Exhibit "A attached hereto as well as the terms and conditions of Exhibit "B" attached hereto are incorporated by reference herein as fully as if herein set forth. Unless otherwise specified herein, the Contractor is to furnish all materials, tools, equipment, labor, supervision, and consumables to complete the Work.

Section 2. Term of Agreement. This Agreement shall consist of one (1) initial three (3) year term beginning on _____(the "Effective Date"), with two (2) separate automatic one-year extensions, for a total of five (5) years, unless terminated by the City upon the issuance of written notice by the City to the Contractor provided not later than thirty (30) days prior to the expiration of any renewal year term. The City shall have the option of extending the term an additional one (1) year. Each term is renewable with the condition that the City's obligation to pay under this Agreement for each year is contingent upon the City in its good faith judgment having sufficient funds to make an annual appropriation for the work to be provided under this agreement.

Section 3. Compensation. Contractor agrees to provide the services and materials as specified in Exhibit "A" for the amount specified in Exhibit "B". The amount as specified in Exhibit "B" may be increased or decreased by the City under the Extra Work provision of this Agreement, through the issuance of an Addendum, if applicable. Any prices specified in this Agreement, will remain firm for the initial three (3) year term of this Agreement. After the initial three (3) year term of this Agreement, price adjustments will be allowed pursuant to the Price Adjustment provision of this Agreement.

Section 4. Payment. All invoices received by the City are payable within (30) days from receipt, provided they have first been approved by the City, and the City has accepted the Work for which payment is sought. The City reserves the right, with justification, to partially pay any invoice submitted by the Contractor. All invoices shall

be in duplicate and directed to: City of Ocoee, Accounts Payable, 150 North Lakeshore Drive, Ocoee, Florida 34761-2258. **All invoices must be clearly marked: City Agreement #ITB #21-001 Laboratory Services for City Water & Wastewater Facilities.**

Section 5. General Conditions.

A. Patents and Copyrights. The Contractor shall pay all royalties and assume all costs arising from the use of any invention, design, process, materials, equipment, product or device in performance of the Work, which is the subject of patent rights or copyrights. Contractor shall, at its own expense, hold harmless and defend the City against any claim, suit or proceeding brought against the City which is based upon a claim, whether rightful or otherwise, that the Work, or any part thereof, furnished under this Agreement, constitutes an infringement of any patent or copyright of the United States. The Contractor shall pay all damages and costs awarded against the City.

B. Termination for Default.

1) The performance of Work under this Agreement may be terminated by the City, in whole or in part, in writing, whenever the City shall determine that the Contractor has failed to meet the performance requirements of this Agreement.
2) The City has a right to terminate for default if the Contractor fails to perform the Work, or if the Contractor fails to perform the Work within the time specified in the Agreement, or if the Contractor fails to perform any other provisions of the Agreement.
3) Failure of a Contractor to perform the required Work within the time specified, or within a reasonable time as determined by the City or failure to redo the Work when so requested, immediately or as directed by the City, shall constitute authority for the City to hire another contractor to perform the Work. In all such cases, the Contractor or his surety, shall reimburse the City, within a reasonable time specified by the City, for any expense incurred in excess of the Agreement prices.
4) Should public necessity demand it, the City reserves the right to utilize services which are substandard in quality, subject to an adjustment in price to be determined by the City. The Contractor shall not be liable for any excess costs if acceptable evidence has been submitted to the City that failure to perform the Work was due to causes beyond the control and without the fault or negligence of the Contractor.
5) Termination for Convenience. The City may terminate this Agreement at its convenience with thirty (30) days advance written notice to the Contractor. In the event of such a termination by the City, the City shall be liable for the payment of all Work properly performed prior to the effective date of termination and for all portions of materials, supplies, services, and facility orders which cannot be cancelled and were placed prior to the effective date of termination and other reasonable costs associated with the termination.

C. Warranty. The Contractor warrants that the Work including equipment and materials provided shall conform to professional standards of care and practice in-effect at the time the Work is performed, be of the highest quality, and be free from all faults, defects or errors. If the Contractor is notified in writing of a fault, deficiency or error in the Work provided within one (1) year from completion of the Work, the Contractor shall, at the City's option, either redo such portions of the Work to correct such fault, defect or error, at no additional cost to the City or refund to the City the charge paid by the City which is attributable to such portions of the faulty, defective or erroneous Work, including the costs for obtaining another Contractor to redo the Work.

ALL MATERIALS PROVIDED BY THE CONTRACTOR, SHALL BE MERCHANTABLE AND BE FIT FOR THE PURPOSE INTENDED.

THE CONTRACTOR SHALL BE LIABLE FOR SECONDARY, INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY NATURE RESULTING FROM ANY WORK PERFORMED UNDER THIS AGREEMENT.

D. Time of Completion. The parties understand and agree that time is of the essence in the performance of this Agreement. The Contractor agrees that all Work shall be performed regularly, diligently, and uninterrupted within the time specified. The Contractor or City, respectively, shall not be liable for any loss or damage, resulting from any delay or failure to perform its contractual obligations within the time specified, due to acts of God, actions or regulations by any governmental entity or representative, strikes or other labor trouble, fire, embargoes, or other transportation delays, damage to or destruction in whole or in part, of equipment or manufacturing plant, lack of or ability to obtain raw materials, labor, fuel or supplies for any reason including default of suppliers, or any other causes, contingencies or circumstances not subject to the Contractor's or City's control, respectively, whether of a similar or dissimilar nature, which prevent or hinder the performance of the Contractor's or City's contractual obligations, respectively. Any such causes of delay shall extend the time of the Contractor's or City's performance respectively, by the length of the delays occasioned thereby, including delays reasonably incident to the resumption of normal Work schedules. However, under such circumstances as described herein, the City may at its discretion, cancel this Agreement for the convenience of the City.

E. Indemnification. To the fullest extent provided by law, Contractor shall indemnify, defend and hold harmless the City and all of its officers, agents and employees from all claims, loss, damage, cost, charges or expense including, but not limited to reasonable attorneys' fees, to the extent caused by the negligence, recklessness or intentional wrongful misconduct of Contractor, its agents, employees, or subcontractors during the performance of the Agreement. The City shall use its best efforts to promptly notify the Contractor in writing of any Claims and shall provide the Contractor with information regarding the Claims as the Contractor may reasonably request, but the failure to give such notice or provide such information shall not diminish the obligations of the Contractor under this Section. No Claims whatsoever shall be made or asserted against the City by the Contractor for or on account of anything done or as a result of anything done or omitted to be done in connection with this Agreement.

F. Correction of Work. The Contractor shall promptly correct all Work rejected by the City as faulty, defective, or failing to conform to this Agreement whether observed before or after substantial completion of the Work. The Contractor shall bear all costs of correcting such rejected Work. In the event that Contractor fails to timely mow or otherwise maintain a portion of the work, then the City, at its sole discretion and without waiving any other rights or remedies under this Agreement, may deduct from any amounts due under this Agreement, the actual cost paid by the City to a third party to perform the work. If the City performs such work with its own personnel then the City may deduct from any amounts due under this Agreement such amount equal to what the Contractor would have charged for doing the work, plus 15% of such amount.

G. Right to Audit Records. The City shall be entitled to audit the books and records of the Contractor or any sub-contractor to the extent that such books and records relate to the performance of this Agreement or any sub-contract to this Agreement. Such books and records shall be maintained by the Contractor for a period of three (3) years from the date of final payment under this Agreement and by the sub-contractor for a period of three (3) years from the date of final payment under the sub-contract unless a shorter period is otherwise authorized in writing.

H. Information. All information, data, designs, plans, drawings, and specifications furnished to or developed for the City by the Contractor or its employees, pursuant to this Agreement, shall be the sole property of

the City and all rights therein are reserved by the City, except that the Contractor may disclose any such information to its corporate affiliates and their agents.

I. Safety Measures. The Contractor shall take all necessary precautions for the safety of the City's and Contractor's employees and the general public and shall erect and properly maintain at all times all necessary vehicular and facility safeguards for the protection of the workers and public. If necessary, the Contractor shall post signs warning against hazards in and around the work site.

J. Extra Work. The City, without invalidating this Agreement, may order changes in the Work within the general scope of this Agreement consisting of additions, deletions, or other revisions, the Agreement price and time being adjusted accordingly. All such changes in the Work shall be authorized by a written Addendum to this Agreement, and shall be executed under the applicable conditions of the Agreement.

K. Price Adjustments. Pricing is firm for the initial three (3) year term of this agreement. For the renewal terms of this Agreement, if the Contractor proposes to make a price adjustment, the Contractor shall first give the City written notice thereof, with explanations stated for the price adjustment, and such notice shall be given at least one hundred-twenty (120) calendar days prior to the one (1) year renewal term for which the price adjustment is sought. Nothing contained herein shall affect the City's right to terminate this Agreement for Convenience as provided herein.

L. Familiarity with The Work. The Contractor by executing this Agreement, acknowledges full understanding of the extent and character of the Work required and the conditions surrounding the performance thereof. The City will not be responsible for any alleged misunderstanding of the Work to be furnished or completed, or any misunderstanding of conditions surrounding the performance thereof. It is understood that the execution of this Agreement by the Contractor serves as the Contractor's stated commitment to fulfill all the conditions referred to in this Agreement.

Section 6. Miscellaneous Provisions.

A. The Contractor shall not employ subcontractors without the advance written permission of the City.
B. No assignment by a party hereto of any rights under, or interests in, the Contract Documents will be binding on another party hereto without the written consent of the party sought to be bound; and specifically, but without limitation, moneys that may become due, and moneys that are due, may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents. Notwithstanding the foregoing, the Owner may assign this

contract to the State of Florida or any political subdivision, municipality, special district or authority thereof without Contractor's consent and without recourse.

C. The Contractor shall comply with all applicable federal, state and local laws, ordinances, rules and regulations pertaining to the performance of Work under this Agreement.

D. No waiver, alterations, consent or modification of any of the provisions of this Agreement shall be binding unless in writing and signed by the City.

E. The Contractor is to procure all permits, licenses, and certificates, or any such approvals of plans or specifications as may be required by federal, state and local laws, ordinances, rules, and regulations, for the proper execution and completion of the Work under this Agreement.

F. The Contractor shall at all times, keep the Work area free from accumulation of waste materials or rubbish caused by its operations, and promptly remove any such materials to an approved disposal location.

G. The Contractor is responsible for all damage or loss by fire, theft or otherwise, to materials, tools, equipment, and consumables, left on City property by the Contractor.

H. This Agreement is considered a non-exclusive Agreement between the parties.

I. This Agreement is deemed to be under and shall be governed by, and construed according to, the laws of the State of Florida. The parties agree that the provisions of Chapter 558, Florida Statutes are not applicable to this Agreement.

J. Waiver of Jury Trial; Legal Costs. It is mutually agreed by and between the Contractor and Owner that each of the parties do hereby waive trial by jury in any action, proceeding or claim which may be brought by either of the parties hereto against the other on any matters concerning or arising out of this Agreement. The parties further agree that the sole and exclusive venue for any action to enforce this agreement shall be in The Circuit Court of the Ninth Judicial Circuit in and for Orange County, Florida.

K. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

L. The undersigned hereby certify that this Agreement is made without prior understanding, agreement or connection with any corporation, firm or person who submitted proposals for the Work covered by this Agreement and is in all respects fair and without collusion or fraud. As to Contractor, the undersigned hereby warrants and certifies that it is authorized to enter into this Agreement and to execute same on behalf of the Contractor as the act of the said Contractor.

M. This Agreement, including Exhibit “A” and Exhibit “B”, contains all the terms and conditions agreed upon by the parties. No other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind either party hereto.

(Signature Page Follows)

IN WITNESS WHEREOF, Contractor and the City have caused this Agreement for Laboratory Services for City Water & Wastewater Facilities to be executed by their duly authorized officers as of the day and year first above written.

CONTRACTOR: _____

BY: _____

PRINT NAME: _____

TITLE: _____

WITNESSES:

NAME:_____ NAME:_____

TITLE: _____ TITLE: _____

OWNER: CITY OF OCOEE, FLORIDA

ATTEST: APPROVED:

BY: _____ BY: _____
Melanie Sibbitt, City Clerk Rusty Johnson, Mayor

(SEAL)

FOR USE AND RELIANCE ONLY BY
THE CITY OF OCOEE, FLORIDA
APPROVED AS TO FORM AND LEGALITY

this ___ day of _____, 2020

APPROVED BY CITY OF OCOEE
COMMISSION AT A MEETING HELD
on _____, 2020, under Agenda Item ____.

SHUFFIELD, LOWMAN & WILSON, P.A.

BY: _____
Scott A. Cookson, City Attorney

END OF SECTION

STAFF REPORT

Meeting Date: September 16, 2025
Item #: 9

Contact Name: Alexis Chentouf, Joyce Tolbert
Contact Number: Ext. 3111, Ext. 1516

Department Director: Vanna Lawitzke
City Manager: Craig Shadrix

Subject: Approval of the One (1) Year Optional Contract Renewal with CHA Consulting, Inc. for RFQ 20-006 Continuing Engineering Services for Water Utility Modeling & Minor Utility Studies. (Procurement Manager Tolbert)

Background Summary:

On September 15, 2020, the City awarded RFQ 20-006 Continuing Engineering Services for Water Utility Modeling & Minor Utility Studies and entered into a continuing term contract with CHA Consulting, Inc. for these services. The initial term of the contract expires September 14, 2025, and the contract allows the City the option of extending the term of the contract for one (1) additional year. Upon approval, the contract will then expire on September 14, 2026.

Issue:

Should the Honorable Mayor and City Commissioners approve the one (1)-year optional contract renewal which will extend the term of CHA Consulting, Inc. contract for RFQ #20-006 until September 14, 2026?

Recommendations:

Staff recommends the Honorable Mayor and City Commissioners:

1.) Approve the one (1)-year optional contract renewal with CHA Consulting, Inc. for RFQ #20-006 for Continuing Engineering Services for Water Utility Modeling & Minor Utility Studies;
2.) Authorize the Mayor, City Clerk, and staff to execute all necessary contract documents with CHA Consulting, Inc.; and
3.) Authorize the City manager to approve change orders to this contract up to the limit of his purchasing authority for each change order, and up to the budgeted amount for all change orders.

Attachments:

1. RFQ #20-006 Contract

Financial Impacts:

Continuing Engineering Services for Water Utility Modeling & Minor Utility Studies is adequately funded in the Utilities budget under G/L Account 401-531-00-3128 Professional Services.

Type of Item: Consent

May 4, 2021

Via E-mail Only

Jamie Croteau, Director of Utilities
City of Ocoee
150 North Lakeshore Drive
Ocoee, Florida 34761
JCroteau@ocoee.org

Dear Ms. Croteau:

As you may know, Reiss Engineering, Inc. ("Reiss") was acquired by CHA Consulting, Inc. ("CHA") in early 2021, expanding CHA's water resources team and capabilities to support the growing infrastructure needs of our collective clients. CHA is an innovative, full-service engineering consulting and construction management firm that has been providing professional engineering services for more than a half-century. Over the past few years, CHA has grown significantly, and was ranked 53rd of the top 500 design firms in the United States in 2021 by Engineering News Record. Now, with more than 1,300 staff in 40 offices throughout the United States and Canada, CHA and its family of companies offers engineering, architectural, survey, construction phase and other services necessary to complete projects on time and within budget.

The former Reiss staff have been fully integrated and will soon rebrand as CHA. As soon as practicable, CHA and Reiss would like to assign Reiss' active contracts to CHA. The professionals providing the services under those contracts will remain the same; the resources they can call upon, however, will expand significantly. If you consent to the assignment, please have the appropriate person execute the attached document and return a PDF copy to Nikki C. Dames, Assistant General Counsel, via e-mail at ndames@chacompanies.com. She is also available to answer any assignment-related questions you may have.

Our goal is to make this transition as seamless as possible for you. If you have any questions regarding CHA's acquisition of Reiss or the services CHA can offer, please contact Edward H. Talton, Jr. by e-mail at ehtalton@reisseng.com.

Sincerely,

CHA CONSULTING, INC.

John Hensley, Jr.
Infrastructure Sector President
Executive Vice President

REISS ENGINEERING, INC.

C. Robert Reiss
President

CONSENT TO ASSIGNMENT OF CONTRACTS

City of Ocoee hereby consents to the assignment of the following agreement(s) from Reiss Engineering, Inc. to CHA Consulting, Inc., effective April 1, 2021:

Agreement Name	**Date**
Continuing Consulting Agreement for Professional Engineering Services	September 15, 2020

City of Ocoee

By: See City Signature Page
(Signature)

Name: _____

Title: _____

Date: _____

CITY:

CITY OF OCOEE, FLORIDA

By: _____
Rusty Johnson, Mayor

Attest: _____
Melanie Sibbitt, City Clerk

(SEAL)

APPROVED BY THE CITY OF OCOEE COMMISSION AT A MEETING HELD ON May 19, 2021 UNDER AGENDA ITEM NO. 14.

FOR USE AND RELIANCE ONLY BY THE CITY OF OCOEE, FLORIDA. Approved as to form and legality this 18th day of May, 2021.

Shuffield, Lowman & Wilson, P.A.

By: _____
City Attorney

CONTINUING CONSULTING AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES

THIS AGREEMENT made and entered into this 15th day of September, 2020 by and between the **CITY OF OCOEE, FLORIDA**, a political subdivision of the State of Florida, hereinafter referred to as "CITY", and **REISS ENGINEERING INC.**, a Florida corporation, hereinafter referred to as "CONSULTANT".

WHEREAS, the CITY needs professional engineering services for water utility modeling and minor utility studies to be performed on a continuing and periodic basis as the need for such services may arise; and

WHEREAS, the CITY desires to employ the CONSULTANT in connection with the professional engineering services required, upon the terms and conditions hereinafter set forth, and the CONSULTANT is desirous of performing such services upon said terms and conditions; and

WHEREAS, the CITY shall have the option to use the CONSULTANT's professional engineering services ("Services"), as further described below, for City projects (hereinafter referred to as "Project" or "Projects"); and

WHEREAS, the City has selected the CONSULTANT in accordance applicable law and the rules and ordinances of the City, and this Contract shall constitute a continuing contract to perform services on an as needed basis over a period of time;

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter contained, it is agreed by and between the parties hereto as follows:

SECTION I

SCOPE OF SERVICES

1. CONSULTANT hereby agrees to perform for CITY engineering services for the CITY. The scope of work to be performed through task orders issued under the continuing contract may consist of, but will not necessarily be limited to: potable water, reclaimed water, and sanitary sewer utility modeling services and associated utility studies within the Ocoee utility Services Area (present and/or future) in western Orange county, as requested by the CITY. Consultant will assist the City in developing and maintaining hydrological models for potable water, reclaimed water, and sanitary sewer systems including collection, distribution, and transmission components. Work shall also include reviewing developmental impacts to utilities system and making recommendations for developer's associated improvements. The Consultant's initial task may be to evaluate existing available information and make recommendations as to the modeling software to be used in both the firm's and the City's efforts. Consultant's tasks will include recommendation of model parameters, transfer of City utility system into the modeling environment, compilation of data required by the model, formation of alternative networks, model operation, and other services associated with municipal utility modeling. The Consultant shall not be eligible for other Utility professional services with the City of Ocoee during the length of the contract.

2. CONSULTANT shall perform such services in accordance with the terms and conditions of this Contract and with applicable regulations and requirements of all interested government agencies. It is expressly understood, however, that the CITY shall have no obligation to authorize CONSULTANT to perform any services under this Contract, and may, in its sole discretion, retain other consultants to perform any or all of the services authorized under this Contract.

3. CONSULTANT shall utilize sufficient qualified personnel acceptable to the CITY to perform all services under this contract and any Services Authorization issued hereunder. CONSULTANT shall promptly remove any person from performing services as the CITY shall request in writing (which request may be made by the CITY with or without cause), and promptly replace such person with a person who shall be approved in writing by the CITY. CONSULTANT agrees to include a similar provision in its agreements with any and all Subconsultants.

SECTION II

TERM

1. Continuing Contract. This Agreement shall continue in full force for a period of five (5) separate terms, each of one (1) year duration, beginning on September 15, 2020. Each one-year term shall automatically be renewable for the next succeeding one-year term with the condition that the CITY'S obligation to pay under this Agreement for each year is contingent upon the CITY in its good faith judgment having sufficient funds to make an annual appropriation for the Services to be provided under this Agreement. The Agreement shall continue in full force and effect from the date first written above or until terminated in accordance with this Agreement. The CITY shall have the option of extending the term an additional one (1) year. The above time periods may be extended to complete Services being rendered under a Project that has already been identified in a Services Authorization issued prior to the expiration of the Agreement.

2. The CITY shall, from time to time at its sole discretion, authorize the CONSULTANT in writing to provide Services under this Agreement by issuing a Services Authorization. A Services Authorization shall, by mutual agreement of the parties, set forth, (1) the Scope of Services, (2) the time for performance, (3) method and amount of compensation,

(4) the items to be provided to the CITY, and (5) the services, information and data that can be provided by the CITY to the CONSULTANT.

3. The CITY does not guarantee, warrant, or represent that any number of Projects or any particular type of Project will be assigned to the CONSULTANT under the terms of this Agreement. Furthermore, the purpose of this Agreement is not to authorize a specific Project, but to set forth certain duties, obligations, rights, and responsibilities that may be incorporated by reference into any Services Authorization that may be mutually agreed to by the parties. The CITY shall have the sole discretion to select the Project(s), if any, that may be given to the CONSULTANT.

4. The CONSULTANT shall perform any and all Services in a timely, efficient and cost-effective manner and in a manner that comports with the standards of professional engineering services ordinarily exercised by reputable members of Consultant's profession.

SECTION III

COMPENSATION

1. Method of Payment: For services rendered by CONSULTANT under a Services Authorization, the CITY shall pay CONSULTANT by one of the following methods: (i) a lump sum amount; or (ii) per diem or hourly rates which shall be used as the basis, along with reimbursable expenses, for establishing a guaranteed maximum price ("GMP") which shall not be exceeded. For Services Authorizations issued with a GMP, the CITY shall reimburse CONSULTANT for the cost of permissible out-of-pocket expenses (hereinafter referred to as "Reimbursable Expenses") incurred by CONSULTANT in the performance of services. A Reimbursable Expenses budget, if required, shall be included within each Services Authorization priced on a GMP basis. Reimbursable Expenses means the actual, necessary, and reasonable expenses incurred directly or indirectly in connection with the Project and may include expenses for reproduction, presentation materials and supplies, photography and video, travel outside of

Orange and Seminole Counties, postage, overnight or express mail, long distance telephone, and facsimile costs. Travel expenses shall be submitted in accordance with Florida Statute § 112.061 (2008). Travel and per diem charges shall not exceed the limits allowed under applicable Florida Statutes.

2. CONSULTANT shall submit to CITY the invoices of CONSULTANT, in detail sufficient for a proper preaudit and postaudit thereof.

3. CITY shall pay CONSULTANT not later than thirty (30) calendar days of its receipt of CONSULTANT'S invoices, unless, within the 30-day period, the CITY, 1) notifies CONSULTANT of an objection to the PAYMENT amount, and 2) either provides CONSULTANT with a determination of the proper PAYMENT, or requests further information from CONSULTANT so that a proper PAYMENT can be calculated and agreed upon by the parties.

4. The CITY's objection to the PAYMENT amount shall be accompanied by the CITY's remittance of any undisputed portion of the PAYMENT.

5. Upon the termination of this AGREEMENT, CONSULTANT shall prepare a final and complete payment statement for all SERVICES and reimbursable expenses incurred since the posting of the last payment statement, and through the date of termination. CONSULTANT also agrees to maintain, and to cause each of its subcontractors to maintain complete and accurate books and records (BOOKS) in accordance with sound accounting principles and standards, in a form acceptable to the CITY, and relating to all SERVICES and related costs and expenditures to the CITY that have been contracted for and paid during the life of this AGREEMENT. The BOOKS shall identify the SERVICES rendered during each month of this AGREEMENT, the date that each PROJECT expense was incurred, and whether the expense was SERVICE or reimbursable-related.

6. The BOOKS may (but need not) be kept separate and apart from CONSULTANT's other books; but the CITY shall have the right, at any reasonable time and through any of its designated agents or representatives, to inspect and audit the BOOKS for the purpose of verifying the accuracy of any payment statement.

7. CONSULTANT shall retain the BOOKS, and make them available to the CITY as specified above, until the later of five (5) years after the date of termination of this AGREEMENT, or five (5) years from the date of the final payment statement (of the PROJECT) prepared for the CITY, or such longer time if required by any federal, state, or other governmental law, regulation, policy, or contractual or grant requirement or provision.

8. When the CITY has reasonable grounds for belief (or information to believe) that, 1) CONSULTANT will be unable to perform the SERVICES; or 2) a pending or meritorious claim exists against CONSULTANT or the CITY arising out of CONSULTANT's negligence or CONSULTANT's breach of any provision of this AGREEMENT; then the CITY may withhold a payment otherwise due and payable to CONSULTANT. This provision is intended solely for the benefit of the CITY.

9. The acceptance by CONSULTANT, its successors, or assigns, of any final payment due upon the termination of this AGREEMENT, shall constitute a full and complete release of the CITY from any and all claims, demands, or causes of action whatsoever that CONSULTANT, its successors, or assigns may have against the CITY under the provisions of this AGREEMENT.

SECTION IV

INDEMNIFICATION AND INSURANCE

1. Indemnification. The CONSULTANT shall indemnify, defend and hold harmless the City, its representatives, employees, and elected and appointed officials, from liabilities, damages, losses and costs, including, but not limited to, reasonable attorney's fees, to the extent

caused by the negligence, recklessness, or intentional wrongful misconduct of the Consultant and persons employed or utilized by the CONSULTANT in the performance of any professional services rendered under this Agreement or any Services Authorization issued pursuant to this Agreement. For purposes of compliance with Florida law, CONSULTANT acknowledges that this provision shall be deemed a part of the project specifications or the bid documents.

2. Insurance The CONSULTANT shall purchase, maintain, and keep in full force, effect, and good standing, such insurance that is further described below, and any other insurance necessary to fully protect it from claims of the nature that are detailed below, that may arise out of, or result from, the CONSULTANT's operations, performance, or Services, or all of these things, or any of these things in combination (CONSULTANT's Operations), whether the CONSULTANT's Operations are by the CONSULTANT, any of its agents or Subconsultants, or anyone for whose act or acts it may be liable. The CONSULTANT'S insurance carrier shall be licensed to do business in the State of Florida and shall have an A.M. Best Rating of A or better. The insurance required by this Subsection shall be written for not less than the limits of liability specified below, or required by law, whichever is greater, and shall include contractual liability insurance as applicable to the CONSULTANT's obligation under this Agreement.

3. The CONSULTANT shall provide evidence of insurance in the form of a certificate of insurance issued on behalf of the City of Ocoee by companies acceptable to the City at the following minimum limits and coverage's with deductible amounts acceptable to the City. The CONSULTANT shall not commence any work in connection with this contract or any applicable Services Authorization until all of the following types of insurance have been obtained and such insurance has been approved by the City, nor shall the CONSULTANT allow any Sub-consultant to commence work on a subcontract until all similar insurance required of the sub-consultant has been so obtained and approved. Policies shall be issued only by companies

authorized by subsisting certificates of authority issued to the companies by the Department of Insurance of Florida which maintain a rating deemed acceptable to the City. Policies for Workers' Compensation may be issued by companies authorized by applicable Florida law. The following insurance requirements are also applicable:

a) Deductible Clause: The payment of such deductible, if any, shall be the sole responsibility of the CONSULTANT and/or sub-consultant providing such insurance.

b) Workers' Compensation Insurance: The CONSULTANT shall obtain during the life of this Agreement, Worker's Compensation Insurance with Employer's Liability Limits as required by law for all the Consultant's employees connected with the work of this project and, in the event any work is sublet, the CONSULTANT shall require the sub-consultant similarly to provide Workers' Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by the CONSULTANT. Such insurance shall comply fully with the Florida Workers' Compensation Law. In case any class of employees engaged in hazardous work under this contract for the City is not protected under the Workers' Compensation statute, the CONSULTANT shall provide, and cause each sub-consultant to provide adequate insurance, satisfactory to the City, for the protection of the CONSULTANT's employees not otherwise protected. The policy shall include an appropriate waiver of subrogation provision in favor of the CITY.

c) Public Liability and Property Damage Insurance: During the life of this Agreement the CONSULTANT shall maintain COMMERCIAL AUTOMOBILE COVERAGE, this policy should name the City of Ocoee as an additional insured, and shall protect the CONSULTANT from claims for damage for personal injury, including accidental death, as well as claims for property damages which may arise from operations under this Agreement whether such operations be by the CONSULTANT or by anyone directly or indirectly employed by the CONSULTANT, and the amounts of such insurance shall be the minimum limits as follows:

d) Automobile Bodily Injury Liability & Property Damage Liability
The policy and coverages shall include:

- $1,000,000 Combined single limit per occurrence (each person, each accident)
- All covered automobile will be covered via symbol 1
- Liability coverage will include hired & non-owned automobile liability
- Include Waiver of Subrogation in favor of The City of Ocoee

e) Comprehensive General Liability (Occurrence Form) - This policy should name the City of Ocoee as an additional insured and should indicate that the insurance of the CONSULTANT is primary and not contributory over the insurance of the City of Ocoee. The policy and coverage shall include:

- $2,000,000 GENERAL AGGREGATE
- $1,000,000 PRODUCTS-COMPLETED OPERATIONS AGGREGATE
- $1,000,000 PER OCCURRENCE
- $1,000,000 PERSONAL & ADVERTISING INJURY
- Include Waiver of Subrogation in favor of the City of Ocoee

f) Subconsultant's Comprehensive General Liability, Automobile Liability and Worker's Compensation Insurance: The CONSULTANT shall require each subconsultant to procure and maintain during the life of this subcontract, insurance of the type specified above or insure the activities of these subconsultants in the CONSULTANT's policy, as specified above.

g) Contractual Liability - Work Contract: The CONSULTANT's insurance shall also include contractual liability coverage. **NOTE: THE CITY SHALL BE NAMED AS AN ADDITIONAL INSURED ON PUBLIC LIABILITY INSURANCE AND AUTOMOBILE LIABILITY INSURANCE.**

- $1,000,000 PER OCCURRENCE
- $2,000,000 AGGREGATE

h) Professional Liability Insurance: $1,000,000.00 (Design Errors and Omission)

i) Certificates of Insurance: The CONSULTANT shall provide a Certificate of Insurance Form, naming the City of Ocoee as an additional insured upon being issued any Services Authorization under this Agreement. This certificate shall be dated and show: (1) the name of the Insured CONSULTANT, the specific job by name and job number, the name of the insurer, the number of the policy, its effective date, its termination date; and (2) a statement that the Insurer shall mail notice to the Owner prior to any material changes in provisions or cancellation of the policy.

4. City As Additional Insured. The CITY shall be listed as an additional insured on all insurance coverage required by this Agreement, except Worker's Compensation and Professional Liability errors and omissions insurance. Furthermore, all other insurance policies pertaining to the Services to be performed under this Agreement shall memorialize that the CONSULTANT's, or the CONSULTANT's Subconsultant's, or all of these entities' (Primary Insureds) insurance, shall apply on a primary basis, and that any other insurance maintained by the CITY shall be in excess of and shall not contribute to or be commingled with the Primary Insured's insurance.

5. CITY's Right to Inspect Policies. The CONSULTANT shall, in the event of a material claim, upon thirty (30) days' written request from the CITY, deliver copies to the CITY of any or all insurance policies that are required in this Agreement.

SECTION V

TERMINATION

1. Termination Without Cause. This Agreement may be terminated by either party by delivering a thirty (30) written notice to the other party. In the event of the termination of this Agreement, any liability of one party to the other arising out of any Services rendered, or any act or event occurring prior to the termination, shall not be deemed to be terminated or released. The CONSULTANT shall be paid for Services completed prior to receipt of the termination notice and for reasonable termination settlement costs relating to commitments which had become firm prior to the termination; however, payment to the CONSULTANT will exclude any and all anticipated supplemental costs, administrative expenses, overhead and profit on uncompleted Services.

2. Termination for Cause. In addition to any other termination provisions that may be provided in this Agreement, the CITY may terminate this Agreement, or any Services Authorization issued under this Agreement, in whole or in part, if the CONSULTANT (1) makes a willfully false payment statement; (2) substantially fails to perform any material obligation under this Agreement or Services Authorization and does not remedy the failure within five (5) calendar days after receipt by the CONSULTANT of written demand by the CITY, or (3) refuses to allow public access to all documents, papers, letters, or other material made or received by the contractor in conjunction with the contract, unless the records are exempt from § 24(a) of Article I of the State Constitution and Florida Statutes § 119.07(1). The CONSULTANT may terminate this Agreement or any Services Authorization issued under this Agreement, if the CITY fails to perform any material obligation under this Agreement, and does not remedy the failure within fifteen (15) calendar days after receipt by the CITY of written demand from the CONSULTANT.

3. Upon termination of this Agreement for Cause by the CITY, the City may pay the CONSULTANT for those Services actually rendered and contracted for under a Services Authorization, and those reasonable and provable expenses required by any Services Authorization and actually incurred by the CONSULTANT for Services prior to the effective date of termination. Such payments, however, shall be, 1) reduced by an amount equal to any additional costs and damages incurred by the CITY as a result of the default(s) of the CONSULTANT, including all incidental and consequential fees and expenses.

4. Delivery of Materials Upon Termination. In the event of termination of this Agreement (or any Services Authorization) by the CITY, prior to the CONSULTANT's satisfactory completion of all the Services described or alluded to herein, the CONSULTANT shall promptly furnish the CITY, at no additional cost or expense, with one (1) copy of the following items (Documents), any or all of which may have been produced prior to and including the date of termination: data, specifications, calculations, estimates, plans, drawings, construction documents, photographs, summaries, reports, memoranda; and any and all other documents, instruments, information, and materials (whether or not completed) generated or prepared by the CONSULTANT, or by any Subconsultant, in rendering the Services described herein, and not previously furnished to the CITY by the CONSULTANT pursuant to this Agreement, or any Services Authorization. The Documents shall be the sole property of the CITY, and the CITY shall be vested with all rights provided therein of whatever kind and however created. The CONSULTANT shall also require that all such Subconsultants agree in writing to be bound by the provisions of this Subsection.

SECTION VI

SUSPENSION

The CITY has the right to suspend the CONSULTANT's Services (in whole or in part) rendered under this Agreement or any Services Authorization. However, if the CITY suspends

the CONSULTANT's Services pursuant to any Services Authorization, the CITY will add to the period of service for such Services Authorization a period not less than the duration of such suspension and compensate the CONSULTANT for the reasonable and provable additional costs it has incurred as a direct and proximate result of such suspension.

SECTION VII

NOTICES

1. All notices denominated as such by this Agreement, or the City Code, or Florida law, required to be given to the CONSULTANT hereunder shall be in writing, and shall be given by hand-delivery or United States mail, postage prepaid, addressed to:

Edward Talton
1016 Spring Villas Pt.
Winter Springs, FL 32708

2. All notices required to be given to the CITY shall be in writing, and shall be given by hand-delivery or United States mail, postage prepaid, to the CITY at:

CITY OF OCOEE
150 North Lakeshore Drive
Ocoee, Florida 34761
Attention: Purchasing Agent

A copy of the notice shall be provided to the City of Ocoee, Utilities Director.

3. A party shall be permitted to substitute its contact person or change its address, for the purposes of this Subsection, by written notice to the other party given in accordance with the provisions of this Section.

SECTION VIII

CONFLICTS OF INTEREST

The CONSULTANT represents and warrants unto the CITY that no officer, employee, or agent of the CITY has any interest, either directly or indirectly, in the business of the CONSULTANT to be conducted hereunder.

SECTION IX

WAIVER OF CONSEQUENTIAL DAMAGES

IN NO EVENT SHALL THE CITY BE LIABLE TO CONSULTANT OR TO ANY THIRD PARTY FOR ANY PERSONAL INJURY, DEATH OR PROPERTY DAMAGE; NOR SHALL THE CITY BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING LOSS OF PROFITS, LOSS OF REVENUE, OR LOSS OF USE, OR COST OF COVER INCURRED BY CONSULTANT OR ANY THIRD PARTY ARISING OUT OF THIS AGREEMENT AND/OR CONCERNING THE PERFORMANCE OF SERVICES BY THE CONSULTANT OR BY THE CITY UNDER THIS AGREEMENT OR UNDER A SERVICES AUTHORIZATION ISSUED UNDER THIS AGREEMENT.

SECTION X

MATERIALS AND DATA

1. All data, field notes, inspector's reports, job files, test reports, contract plans and specifications used to record as-built (or other) conditions, copies of shop drawings, construction photographs, cost control and scheduling data, computer printouts, contractor's submittals, summaries, memoranda work papers and any and all other documents, instruments, information, and materials ("WRITTEN WORK") prepared or accumulated by CONSULTANT for the SERVICES rendered hereunder shall be the sole property of the CITY. The CITY may reuse the WRITTEN WORK at no additional cost, and the CITY shall be vested with all rights of

whatever kind and however created that may be in existence thereto;, provided, however, that CONSULTANT shall not be liable to the CITY for the CITY's additional use of any WRITTEN WORK for a different project except where CONSULTANT is engaged or retained by the CITY for the different project and the CONSULTANT utilizes the WRITTEN WORK.

2. The CITY acknowledges that the WRITTEN WORK is not intended for use in connection with any project or purpose other than the PROJECT, and the purpose for which the WRITTEN WORK was therefore prepared. Any use by the CITY of the WRITTEN WORK in connection with a project or purpose other than the PROJECT, without the re-engagement or retention of CONSULTANT, shall be at the CITY's sole risk, and CONSULTANT shall have no responsibility or liability related thereto.

3. In the event of termination of this AGREEMENT, CONSULTANT shall promptly furnish the CITY, at no additional cost or expense, one (1) copy of the following items ("DOCUMENTS"): data, field notes, specifications, calculations, estimates, plans, drawings, construction documents, photographs, summaries, test reports, memoranda; and any and all other documents, instruments, information, and materials (whether or not completed) prepared or accumulated by CONSULTANT, or by any Subconsultant, in rendering the SERVICES described herein, and not previously furnished to the CITY by CONSULTANT pursuant to this AGREEMENT. The DOCUMENTS shall be the sole property of the CITY, and the CITY shall be vested with all rights provided therein of whatever kind and however created. CONSULTANT shall also require that all such Subcontractors and Subconsultants agree in writing to be bound by the provisions of this Paragraph.

SECTION XI

MISCELLANEOUS PROVISIONS

1. Non-Exclusive Contract. This Agreement is non-exclusive, and may be terminated at the CITY's convenience with the proper notice having been given to the

CONSULTANT as provided in this Agreement. The rights granted herein to the CONSULTANT are non-exclusive, and the CITY shall have the right, at any time, to enter into similar agreements with other geotechnical engineers, engineers, architects, landscape architects, planners, consultants, contractors, subconsultants, to perform such professional engineering services as the CITY may desire.

2. Discrimination. The CONSULTANT, for itself, its delegates, successors-in-interest, and its assigns, and as a part of the consideration hereof, does hereby covenant and agree that, 1) in the furnishing of Services to the CITY hereunder, no person shall be excluded from participation in, denied the benefits of, or otherwise subjected to discrimination in regard to this Agreement on the grounds of such person's race, color, creed, national origin, disability, marital status, religion or sex; and 2) the CONSULTANT shall comply with all existing requirements concerning discrimination imposed by any and all applicable local, state, and federal rules, regulations, or guidelines, and as such rules, regulations, or guidelines may be from time to time amended. In the event of a breach of any of the nondiscrimination covenants described in this Subsection, the CITY shall have the right to terminate this Agreement, with cause, as described above.

3. Compliance with Law. The CONSULTANT and its employees shall promptly observe, comply with, and execute the provision of any and all present and future federal, state, and local laws, rules, regulations, requirements, ordinances, and orders which may pertain or apply to the Services that may be rendered hereto. The CONSULTANT shall also require, by contract, that all Subconsultants shall comply with the provisions of this Subsection.

4. Licenses. The CONSULTANT shall, during the life of this Agreement, procure and keep in full force, effect, and good standing all necessary licenses, registrations, certificates, permits, and other authorizations as are required by local, state, or federal law, in order for the

CONSULTANT to render its Services required under this Agreement. The CONSULTANT shall also require all Subconsultants to comply by contract with the provisions of this Subsection.

5. Compliance With New Regulations. To the extent applicable, CONSULTANT agrees that if local, state, or federal agencies modify their grant procedures or requirements for the CITY or the CONSULTANT to qualify for local, state, or federal funding the CITY may use to pay for the Services to the rendered by the CONSULTANT, then the CONSULTANT shall consent to and make such modifications or amendments in a timely manner. If the CONSULTANT is unable to comply with such applicable local, state, or federal laws and regulations, then the CITY shall have the right, by written notice to the CONSULTANT, to terminate this Agreement.

6. License Fee and Royalties. The CONSULTANT hereby grants a non-exclusive and fully paid license to the CITY to utilize all WRITTEN WORK or documents produced or prepared by CONSULTANT to perform the services required under this Agreement.

7. Consultant Not Agent of City. The CONSULTANT is not authorized to act as the CITY's agent hereunder and shall have no authority, expressed or implied, to act for or bind the CITY hereunder, either in CONSULTANT's relations with Subconsultants, or in any other manner whatsoever except as otherwise stated in a Services Authorization.

8. Subconsultants. The CONSULTANT shall have the right, conditioned upon the CITY's prior consent (which shall not be unreasonably withheld), to employ other firms, consultants, Contractors, subconsultants, and so forth (Subconsultants); provided, however, that the CONSULTANT shall, 1) advise the CITY as to what particular Services the Subconsultants shall perform; and 2) advise the CITY as to what percentage of the total project services each Subconsultant shall be employed to do. The CONSULTANT shall be solely responsible for the performance of all of its Subconsultants, including but not limited to their maintenance of schedules, correlation of services, or both of these things, and the resolution of all differences

between them. The CONSULTANT shall promptly terminate the use and services of any employee or Subconsultant upon written request from the CITY (which may be made by the CITY in its sole discretion). By accepting a Subconsultant, the CITY shall not be deemed to warrant or guarantee the reliability or effectiveness of that entity's Services.

9. Work Outside Scope and Time of Payment. The CITY shall have no obligation to reimburse the CONSULTANT for services rendered which may be in addition to outside of the Scope of any particular Services Authorization, unless and until the CITY has given written approval of such reimbursement.

10. Subconsultant Contracts. The CONSULTANT shall provide a copy of all relevant provisions of this Agreement to all Subconsultants hired by it, or for which it may have management responsibilities as described in a Services Authorization and shall inform all Subconsultants that all Services performed hereunder shall strictly comply with the Agreement terms and provisions. The CONSULTANT shall also furnish the CITY, upon demand, with a copy of all CONSULTANT-Subconsultant contracts.

11. Assignment and Delegation. The CITY and the CONSULTANT bind themselves and their partners, successors, executors, administrators, and assigns, to the other party of this Agreement in respect to all duties, rights, responsibilities, obligations, provisions, conditions, and covenants of this Agreement; except that the CONSULTANT shall not assign, transfer, or delegate its rights or duties, or both of these things, in this Agreement without the prior written consent of the CITY. The CITY has the absolute right to withhold such consent at its convenience, and, furthermore, if the CONSULTANT attempts to assign, transfer, or delegate its rights or duties in violation of these provisions without the CITY's consent, then the CITY may terminate this Agreement. The CITY shall have the right to assign its rights (or any part of them) or to delegate its duties and obligations (or any part of them) to another entity that shall be bound by all applicable terms and conditions as provided in this Agreement.

12. Audits - Periodic Auditing of Consultant's Books. The CITY shall have the right, at any reasonable time and through any of its designated agents or representatives, to inspect and audit the Books of CONSULTANT for the purpose of verifying the accuracy of any payment, charge or invoice. In addition to the above and upon request of the CITY, the CONSULTANT shall prepare an audit (for the most recent fiscal year) for the CITY, which shall include the CONSULTANT's paid salary, fringe benefits, general and administrative overhead costs, profit and the total amount of money paid by the CITY to the CONSULTANT. The Fiscal Report shall be certified as true and correct by, and shall bear the signature of, the CONSULTANT's chief financial officer or its certified public accountant.

13. Overcharge. If it is established by the audit, or by any other means, that the CONSULTANT has over-billed or overstated its costs, fees, or reimbursable expenses (Overcharge) to the City, then the amount of any Overcharge shall be refunded by the CONSULTANT, together with interest at the rate of one percent (1%) per month and the CITY's reasonable and provable costs (including the auditing expenses) in discovering the Overcharge and effecting its repayment.

14. Truth in Negotiations. The CONSULTANT shall execute the Truth-in-Negotiation Certificate in the form attached hereto and made a part hereof. It is agreed by the CONSULTANT that any amounts charged under this Agreement or any Services Authorization issues under this Agreement, shall be adjusted to exclude any sums [plus interest at twelve percent (12%) per annum simple interest on the sums, from the date of payment by the CITY] by which the CITY determines that it was overcharged.

15. Prohibition Against Contingent Fees. The CONSULTANT warrants and represents that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT to solicit or secure this agreement and that CONSULTANT has not paid or agreed to pay any person, company, corporation, individual, or

firm, other than a bona fide employee working solely for the CONSULTANT any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this agreement. Any breach of the warranty or representation of this paragraph shall be grounds for termination.

16. Entire Agreement. This Agreement, including the Exhibits hereto, and any Services Authorization issued under this Agreement, shall constitute the entire Agreement between the parties, and shall supersede and replace all prior agreements or understandings, written or oral, relating to the matters set forth therein.

17. Amendment. This Agreement may be amended or modified only by a Services Authorization, or an Amendment, and as duly authorized and executed by the parties.

18. Validity. The validity, interpretation, construction, and effect of this Agreement shall be in accordance with and governed by the laws of the State of Florida. In the event any provision hereof is determined to be unenforceable or invalid, such unenforceability or invalidity shall not affect the remaining provisions of this Agreement, which shall remain in full force and effect.

19. Headings. The headings of the Sections or Subsections of this Agreement are for the purpose of convenience only, and shall not be deemed to expand, limit, or modify the provisions contained in such Sections or Subsections.

20. Timeliness. The CITY and the CONSULTANT acknowledge and understand that time is of the essence in this Agreement, and that the Services shall be performed in expeditious and economical manner.

21. Public Entity Crime. Any Person or affiliate, as defined in 287.133 of the Florida Statutes, shall not be allowed to contract with the CITY, nor be allowed to enter into a subcontract for work on this AGREEMENT, if such a person or affiliate has been convicted of a public entity crime within three (3) years of the date this AGREEMENT was advertised for

proposals, or if such person or affiliate was listed on the State's convicted vendor list within three (3) years of the date this AGREEMENT was advertised, whichever time period is greater. A public entity crime means a violation of any state or federal law with respect to and directly related to the transaction of business with any public entity or agency (federal, state or local), involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, forgery, falsification of records, receiving stolen property or material misrepresentation. Any AGREEMENT with the CITY obtained in violation of this Section shall be subject to termination for cause. A Subconsultant who obtains a subcontract in violation of this Section shall be removed from the Project and promptly replaced by a Subconsultant acceptable to the City.

22. Force Majeure. The parties acknowledge that adverse weather conditions, acts of God, terrorism, war or other unforeseen circumstances of a nature that are outside the control of the parties may execute performance under this Agreement; or may necessitate modifications to a Services Authorization. If such conditions and circumstances do in fact occur, then the CITY and CONSULTANT shall mutually agree, in writing, to the modifications to be made to any Services Authorization.

23. Remedies and Costs. All remedies provided in this Agreement shall be deemed cumulative and additional, and not in lieu or exclusive of each other or of any other remedy available to either party, at law or in equity.

24. Dispute Resolution and Exclusive Venue. As a condition precedent to the filing of any suit or other legal proceeding, the parties shall endeavor to resolve claims, disputes or other matters in question by mediation. Mediation shall be initiated by any party by serving a written request for same on the other party. The parties shall, by mutual agreement, select a mediator within fifteen (15) days of the date of the request for mediation. If the parties cannot agree on the selection of a mediator, then the CITY shall select the mediator who, if selected solely by the CITY, shall be a mediator certified by the Supreme Court of Florida. No suit or

other legal proceeding shall be filed until the mediator declares an impasse, which declaration, in any event, shall be issued by the mediator not later than sixty (60) days after the initial mediation conference. The sole and exclusive venue for any mediation shall be in Orange County, Florida. Any legal proceeding of any nature brought by either party against the other to enforce any right or obligation under this Agreement or any Services Authorization issued under this Agreement, or arising out of any matter pertaining to this Agreement or the work to be performed hereunder, shall be submitted for trial, **without a jury**, before the Circuit Court of the Ninth Judicial Circuit, in and for Orange County, Florida. The parties consent and submit to the jurisdiction of such court and agree to accept service of process outside the State of Florida in any matter to be submitted to any such court pursuant hereto. The CITY and CONSULTANT expressly waive all rights to trial by jury regarding any legal proceeding of any nature brought by either party against the other to enforce any right or obligation under this Agreement, or any Services Authorization issued under this Agreement, or arising out of any matter pertaining to this contract or the work to be performed hereunder. As noted herein, the sole and exclusive venue for any litigation or other legal proceeding between the parties shall be the Circuit Court of the Ninth Judicial Circuit in and for Orange County, Florida.

25. Chapter 558, Florida Statutes: The parties agree that the provisions of Chapter 558, Florida Statutes are not applicable to this Agreement of any Services Authorization issued hereunder.

IN WITNESS WHEREOF, this Agreement has been fully executed on behalf of the parties hereto and by its duly authorized representatives, as of the date first written above.

ATTEST:

Name: Christopher Robert

ACCEPTED:

REISS ENGINEERING, INC.

By: Mark A. Burgess
Name: Mark A. Burgess
Title: Vice President

(SEAL)

ATTEST:

Name: Melanie Sibbitt
Title: City Clerk

APPROVED:

CITY OF OCOEE, FLORIDA

By: Rusty Johnson
Name: Rusty Johnson
Title: Mayor

(SEAL)

FOR USE AND RELIANCE ONLY BY THE CITY OF OCOEE, FLORIDA APPROVED AS TO FORM AND LEGALITY this 15th of Sept. 2020

SHUFFIELD, LOWMAN & WILSON, P.A.

BY: Scott A. Cookson, City Attorney

APPROVED BY THE OCOEE CITY COMMISSION AT A MEETING HELD ON September 1, 2020, UNDER AGENDA ITEM NO. F.8.

TRUTH-IN-NEGOTIATION CERTIFICATE

The CONSULTANT hereby certifies that all wage rates, and any and all other unit costs supporting the compensation to be paid to the CONSULTANT pursuant to a Services Authorization for the Services as set forth therein, will be accurate, complete, and current at the date of the Services Authorization's execution.

WITNESS:

BY: _____
Print Name: Christophe Robert
Title: Secretary

BY: _____
Print Name: Mark A. Burgess
Title: Vice President

STATE OF FLORIDA }
COUNTY OF Seminole }

PERSONALLY APPEARED Before me, by means of ☒ physical presence or ☐ online notarization the undersigned authority, Mark Burgess, [x] well known to me or [ ] who has produced his/her _____ as identification, and known by me to be the of the corporation named above, and acknowledged before me that he/she executed the foregoing instrument on behalf of said corporation as its true act and deed, and that he/she was duly authorized to do so.

WITNESS my hand and official seal this 3rd day of September, 2020.

Kimberly Jones
NOTARY PUBLIC
STATE OF FLORIDA
Comm# GG1368..
Expires 9/25/2021

_____
NOTARY PUBLIC

Print Name: Kimberly Jones
My Commission Expires: 9/25/21

Client#: 1056306 REISSENG

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 9/03/2020

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 any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
USI Insurance Services, LLC 2502 N Rocky Point Drive Suite 400 Tampa, FL 33607	PHONE (A/C, No, Ext): 813 321-7500	FAX (A/C, No):
	E-MAIL ADDRESS:	

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Sentinel Insurance Company Ltd.	11000
INSURER B : Phoenix Insurance Company	25623
INSURER C : XL Specialty Insurance Company	37885
INSURER D : Hartford Accident & Indemnity Company	22357
INSURER E :	
INSURER F :	

INSURED
Reiss Engineering, Inc.
1016 Spring Villas Point
Winter Springs, FL 32708

COVERAGES **CERTIFICATE NUMBER:** **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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT LOC OTHER:	X	X	21SBATY5630	09/21/2019	09/21/2020	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$1,000,000 $1,000,000 $10,000 $1,000,000 $2,000,000 $2,000,000
D	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY SCHEDULED AUTOS X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY	X	X	21UECHH4305	09/21/2019	09/21/2020	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$1,000,000 $ $ $
A	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $10,000	X	X	21SBATY5630	09/21/2019	09/21/2020	EACH OCCURRENCE AGGREGATE	$5,000,000 $5,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A	X	UB0P610186	09/21/2019	09/21/2020	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$1,000,000 $1,000,000 $1,000,000
C	Professional Liability			DPR9949181	09/21/2019	09/21/2020	$5,000,000 per claim $5,000,000 annl aggr.	

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

Professional Liability coverage is written on a claims-made basis.
RE: RFQ#20-006 Continuing Engineering Services for Water Utility Modeling and Minor Utility Studies
Certificate holder, as Contractor, is listed as an Additional Insured as respects the General Liability policy. Waiver of Subrogation exists in favor of the Certificate Holder as respects the General Liability, Workers Compensation and Auto policies. General Liability is primary and non-contributory. All the above applies when required by written contract subject to the terms, conditions and exclusions of the policy.

CERTIFICATE HOLDER

City of Ocoee
150 N. Lakeshore Dr.
Ocoee, FL 34761

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

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ocoee
florida

Mayor
Rusty Johnson

Commissioners
Larry Brinson, Sr.
District 1

Rosemary Wilsen
District 2

Richard Firstner
District 3

George Oliver, III
District 4

City Manager
Robert D. Frank

September 2, 2020

C. Robert Reiss, President
Reiss Engineering Inc.
1016 Spring Villas Pt., Suite 2000
Winter Springs, FL 32708

Re: RFQ #20-006 Continuing Engineering Services for Water Utility Modeling and Minor Utility Studies

NOTICE OF AWARD

Please be advised that the City Commission awarded RFQ #20-006 Continuing Engineering Services for Water Utility Modeling and Minor Utility Studies to Reiss Engineering Inc. at the September 1, 2020 City Commission Meeting, and authorized City Staff to proceed with contract negotiations.

Please execute and return the attached two (2) original contract documents within ten (10) business days along with the required certificate of insurance, naming the City as an additional insured. An Officer of the company must sign the contract; or provide a letter signed by an Officer of the company authorizing a certain employee of the company to sign the contract. You will receive an original contract document once approved by the City. Services shall begin pursuant to the effective date established by the contract.

The City looks forward to continuing working with your company to provide these services, and should there be any questions regarding the above, please feel free to contact me at extension 1513.

Sincerely,

Vanessa Anthony
Purchasing Technician

attachment: contract (2 originals)

cc: Charles Smith, Utilities Director
Jaime Croteau, Asst. Utilities Director

City of Ocoee | RFQ #20-006

CONTINUING ENGINEERING SERVICES FOR UTILITY MODELING AND MINOR UTILITY STUDIES

June 11, 2020

REISS ENGINEERING









REISS ENGINEERING
PLANNING · DESIGN · CONSTRUCTION

June 16, 2020

Vanessa Anthony, Purchasing Technician
Finance Department/Purchasing
City of Ocoee
150 N. Lakeshore Drive
Ocoee, Florida 34761

RE: Request for Qualifications – RFQ #20-006
Continuing Engineering Services for Utility Modeling and Minor Utility Studies

Dear Ms. Anthony and Selection Committee Members:

As the City continues its major program of capital investment in streets, utilities and public facilities to stimulate redevelopment and expansion of the City Core, Reiss Engineering, Inc. (Reiss) has the technological expertise and working knowledge to cost effectively support you through hydraulic modeling and minor studies. Modifying and sizing potable water, wastewater and reclaimed water infrastructure will be vital to executing the City's Lakeshore and Downtown strategies including septic to sewer conversions, road extensions linking the City Core with major roadways and increased density.

The City's goal is to support utilities decision-making with valuable and accurate tools (hydraulic models) to find cost-effective solutions. Selecting Reiss will provide your staff collaboration with experts in developing, updating, and using hydraulic models to optimally operate and expand the City's utilities. We have constructed, calibrated, and utilized hydraulic models for potable water, reclaimed water, and sanitary sewer systems for numerous municipalities around the state and throughout Central Florida. More importantly, Reiss has performed these services for the City for the past 12 years and feel like we are part of the City's team. Mr. Charles Smith and utilities staff have utilized Reiss to:

- Create and update state-of-the-art, accurate water and wastewater hydraulic models
- Plan and configure the Downtown septic-to-sewer initiative
- Incorporating septage into the wastewater treatment plant addressing impacts
- Hydraulically design the City's largest lift stations No. 7 and No. 62
- Size, route, and create a developer cost-share criterion for the Western Force Main
- Numerous development reviews checking fire flows and lift station pump sizing
- Evaluate the re-routing of pipes associated with the widening of SR 50, saving the City significant utilities reconstruction dollars

Because of this experience and successful performance, Reiss understands the City's needs and will hit the ground running supporting strategic development initiatives. Engineering and utilities staff must know the impact for the existing water and sanitary sewer system to cost effectively (including developer funding) accommodate this growth; we understand rapid response is needed. The reclaimed water system expansion will generate more utility revenue and extend the service life of precious potable groundwater supplies.

1016 Spring Villas Point, Winter Springs, FL 32708
p. (407) 679-5358 | f. (407) 679-5003 | www.reisseng.com

RE: Request for Qualifications – RFQ #20 - 006
Continuing Engineering Services for Utility Modeling and Minor Utility Studies

Reiss is a local, central Florida-based civil and environmental engineering firm and has demonstrated to the City on numerous projects our dedication to responsive service. Reiss provides the specific hydraulic modeling, general water and wastewater utilities engineering and consulting services requested by the City. Having been a general utilities engineer for numerous Florida municipalities that are similar to the City, we have gained extensive experience implementing cost-effective water, reclaimed water, and sanitary sewer infrastructure programs to maintain a level of service excellence while meeting growth needs. We are well known for cost-competitive services concurrent with high quality deliverables and responsiveness.

Specifically, the City will benefit from the vast expertise of our team. Mr. Edward Talton has 30 years of experience with master planning and over 50 hydraulic modeling projects, including a 900-pump station wastewater model for Miami-Dade County, Florida. Edward Talton has developed water quality models for the Orlando Utilities Commission, Tampa Water Department, City of Port St. Lucie, Orange County, City of St. Cloud, and the Toho Water Authority just in the past five years. Mr. Talton was also the Project Manager for the modeling of the wastewater system for the City of Ocoee's studies on the West SR 50 Development Wastewater Plan and the Downtown/Bluford Road corridor septic to sewer initiative. Mr. Talton has a strong staff of project engineers, including Chad Meisel, Weston Haggen, Jonathan McCarthy and Kelcia Mazana, with significant experience in hydraulic modeling to support meeting the City's project needs.

Working together with the City's Engineering and Utilities staff over the past 12 years has allowed us to gain valuable knowledge that will provide a continuity to maximize work and fiscal efficiency. At Reiss, we are extremely excited about this opportunity and look forward to continuing to work with your staff. If you have any questions, please do not hesitate to contact us at any time.

C. Robert Reiss, Ph.D., P.E.
President
1016 Spring Villas Point
Winter Springs, FL 32708
crreiss@reisseng.com

Edward H. Talton, Jr., P.E.
Vice President
1016 Spring Villas Point
Winter Springs, FL 32708
ehtalton@reisseng.com

Sincerely,

REISS ENGINEERING, INC.



C. Robert Reiss, Ph.D., P.E.
President



Edward H. Talton, Jr., P.E.
Project Manager



REISS ENGINEERING

City of Ocoee | RFQ #20-006

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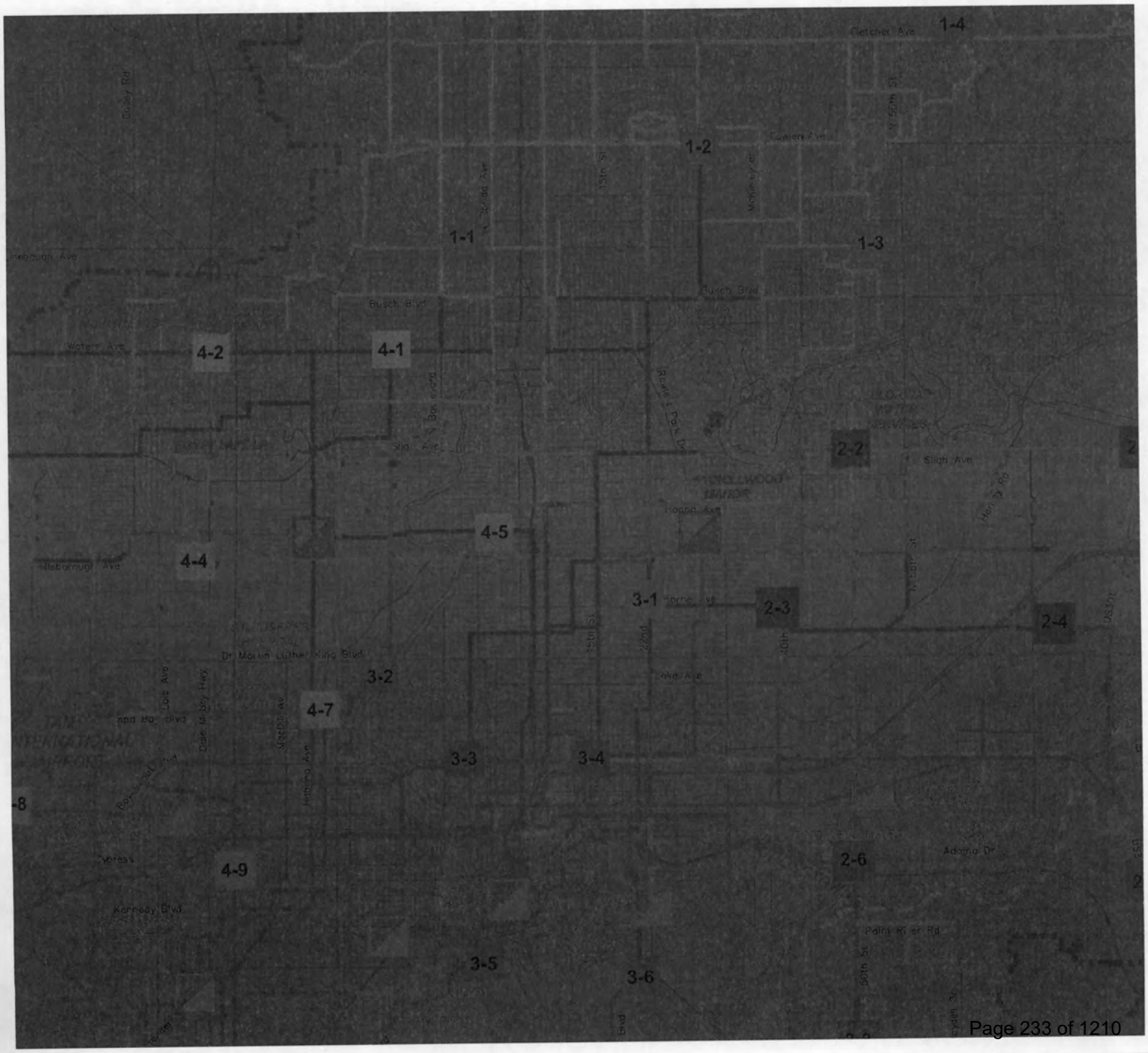
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I. FIRM'S QUALIFICATIONS



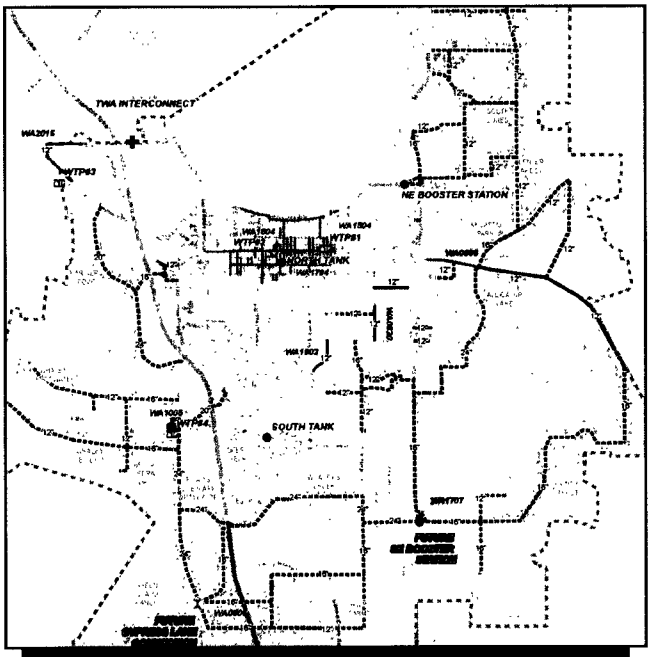
I. FIRM'S QUALIFICATIONS

REISS GENERAL QUALIFICATIONS

Reiss Engineering, Inc. (Reiss), from its inception in 1998, prides itself as being a client-service oriented firm specializing in potable water, reclaimed water, and sanitary sewer engineering services. Based solely on providing general civil and environmental engineering services for municipalities and other governmental entities, Reiss has built a local and statewide client base by providing an unmatched quality of service. Reiss' roots as a potable water quality engineering specialty firm, with particular expertise in hydraulic and water quality modeling, will serve the City of Ocoee well in the successful completion of the RFQ scope of services. From water to wastewater, studies to detailed design, alternative water supply evaluations to master planning and GIS applications, Reiss has established itself as a technical leader in civil and environmental engineering in Florida.

While offering a full array of utility engineering services, Reiss has specialized experience and expertise in the areas of transmission/ distribution hydraulic modeling, water quality modeling, operations optimization and regulatory requirements. We believe this experience would be beneficial to the City of Ocoee as the City continues the process of developing hydraulic models for the potable water transmission system. Reiss is committed to providing specialized customer service and a proficiency that differentiates us from other firms. In addition, Reiss understands the need to combine this high degree of expertise with practicality, constructability, operability, and fiscal responsibility.

As one of the industry leaders in utility master planning and dynamic hydraulic modeling, Reiss can provide the City of Ocoee with the ability to examine the impact of future projects on the entire utility system, or explore and identify optimally configured alternatives. With master planning performed in a number of Florida communities, including Ocoee, Ft. Lauderdale, Tampa, Melbourne, Seminole County, St. Cloud, Port St. Lucie and many others, the Reiss team of engineers understands the challenges that face Florida communities. Reiss' proposed Project Manager and Florida native, Mr. Edward H. Talton, Jr., PE, has assisted many clients throughout Florida and abroad in the development and update of their water, wastewater and reclaimed water master plans, and will add value to the Reiss team with his nationally recognized hydraulic modeling expertise.



City of St. Cloud Water Master Plan Update

EMPLOYEE QUALIFICATIONS

Reiss' strength is defined not only by its corporate experience but more importantly by the experience and skills of those employed by the firm. Reiss actively pursues and hires employees whose background, experience, and interest match the focus and direction of the company. Our staff brings with them a specialized portfolio of experience that is consistent with the services requested by the City of Ocoee in the Request for Qualifications (RFQ) for Continuing Engineering Services. The table below displays a brief summary of the project teams' qualifications and role they will provide for the City under this contract. A one page resume for each of the employees listed below has been included in this qualifications package.

LEADERSHIP

KEY STAFF

TEAM MEMBER	ROLE	YRS. OF EXP.
Robert Reiss, PhD, PE	Principal-In-Charge,	28

As President of Reiss, Dr. Reiss has been Principal-in-charge and/or project manager for numerous projects. He personally commits to provide highly qualified engineers and additional backup staff resources to complete projects on time with innovative and cost-effective solutions.

Edward Talton, Jr., PE	Project Manager	30

Mr. Talton has performed hydraulic modeling and master planning for most of his career, and he is a master problem solver. His solutions are practical and cost-effective and always in the client's best interest. Clients specifically request his services due to his ability to get to the heart of their problem and provide a clear solution that is easily communicated.

Chad Meisel, PE	Assistant Project Manager	6.5

Mr. Meisel is a project engineer with experience in water/wastewater treatment, water resources, and stormwater permitting. He has performed report development, hydraulic modeling, bidding services, and water permit compliance for various municipal clients in the Central Florida region. Mr. Meisel is also proficient in AutoCAD and ICPR.

Kelcia Mazana, EI	Quality Control/ Quality Assurance	20

To ensure Reiss' QA/QC plan is applied to each task, our identified quality control officer, Ms. Mazana, will conduct quality control check-ins to ensure the company policy is implemented. This approach has proven to be an invaluable tool in the adherence of schedule and quality.

James Hagerty, PE	Wastewater Treatment Studies	34

Mr. Hagerty is Reiss' wastewater discipline leader. He has personally studied, designed and managed numerous large pump stations and plants around the world. For that reason, he is our leader for any studies pertaining to wastewater plants and wastewater treatment.

Glenn Dunkelberger, PE, BCEE	Water Treatment Studies	45

Mr. Dunkelberger's long tenure as a professional engineer cannot be quickly summarized as his hundreds and hundreds of projects cannot be presented in this response. He's seen just about every problem, and will apply his years of knowledge to rapidly provide conceptual solutions.

Weston Haggen, PE	Project Engineer	11

Mr. Haggen is experienced in water, wastewater, and reclaimed water. Projects include water quality hydraulic modeling, master planning, pipeline design, lift station design, potable water quality improvement, unidirectional flushing, inflow and infiltration (I/I) studies, construction administration, preliminary design of wastewater and water plants,

Melanie Peckham, PE	Project Engineer	17

Veteran professional engineer, Ms. Peckham is a highly experienced professional who has managed the successful completion of numerous potable water, wastewater, and reclaimed water transmission system studies and design projects throughout the State of Florida that are similar in scope to the projects defined by the City in this RFQ.

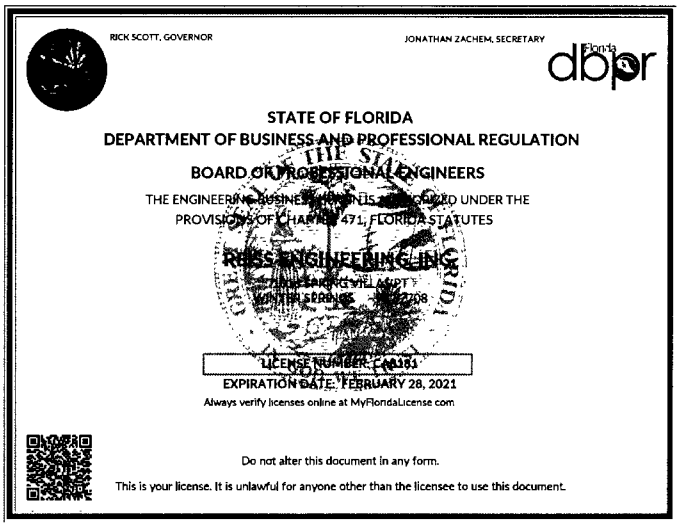
Alejandro Solanilla, PE	Project Engineer	6

Mr. Solanilla's knowledge applies to water and wastewater utility projects, including pipeline design (pressure and gravity) and lift station design. His background includes use of computer-aided design (CAD) and geographic information system (GIS) systems, and the use of hydraulic modeling software for planning and design purposes.

Jonathan McCarthy, PE	Project Engineer	8

Mr. McCarthy is a project engineer with experience in water/wastewater treatment, water resources, construction services, hydraulic modeling, and master planning, as well as water and air permit compliance.

CERTIFICATIONS AND LICENSES



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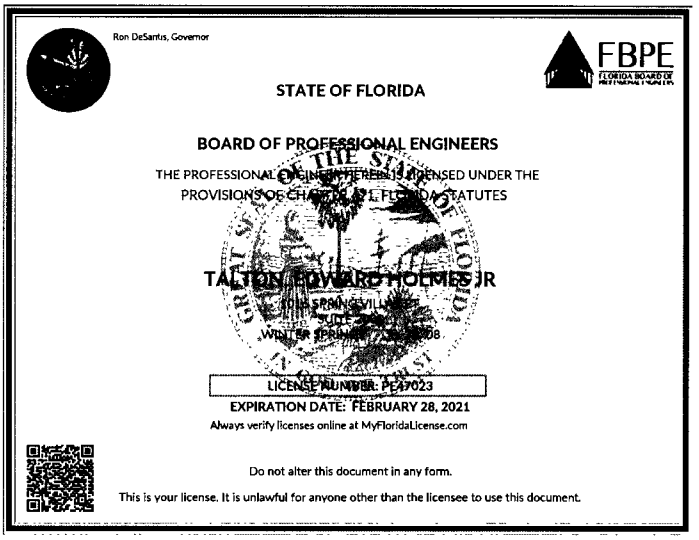
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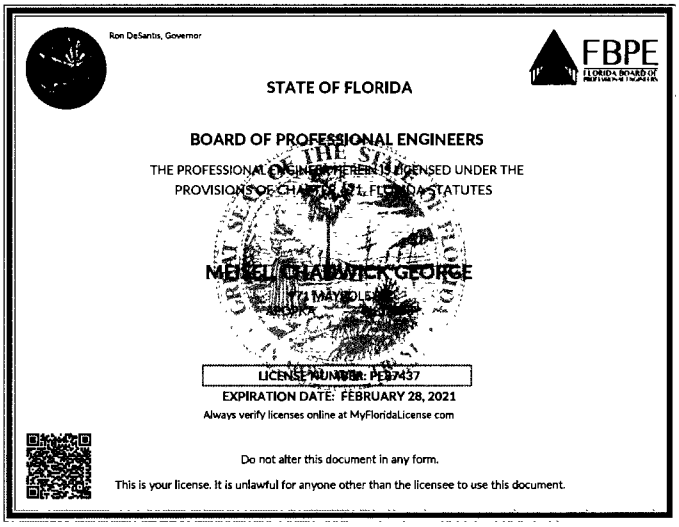
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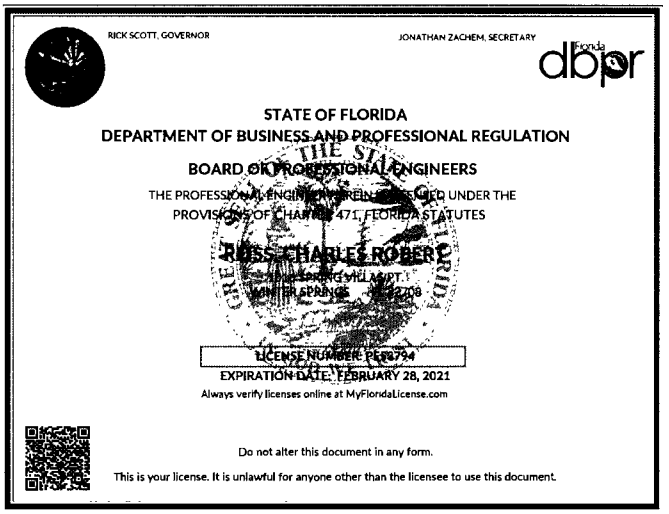
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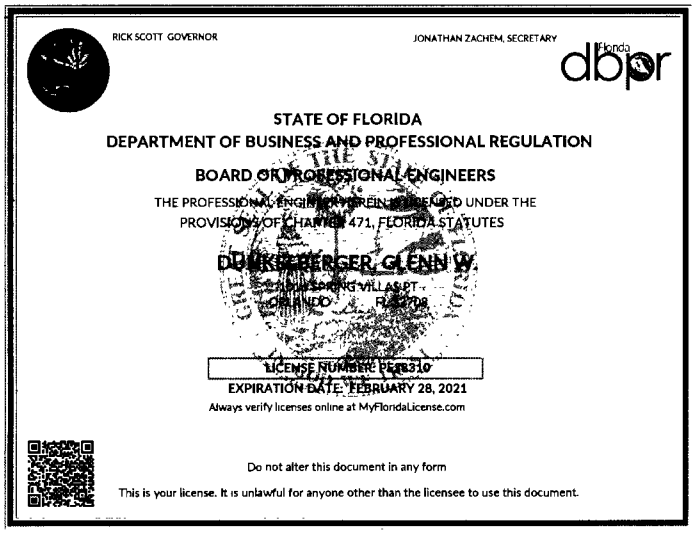
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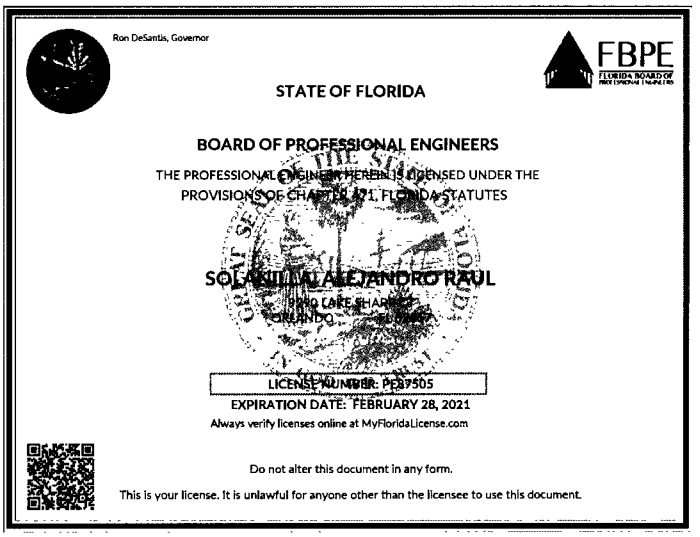
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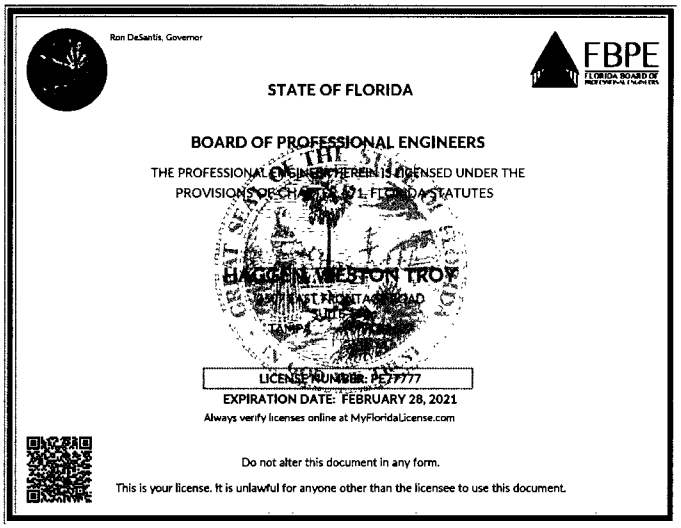
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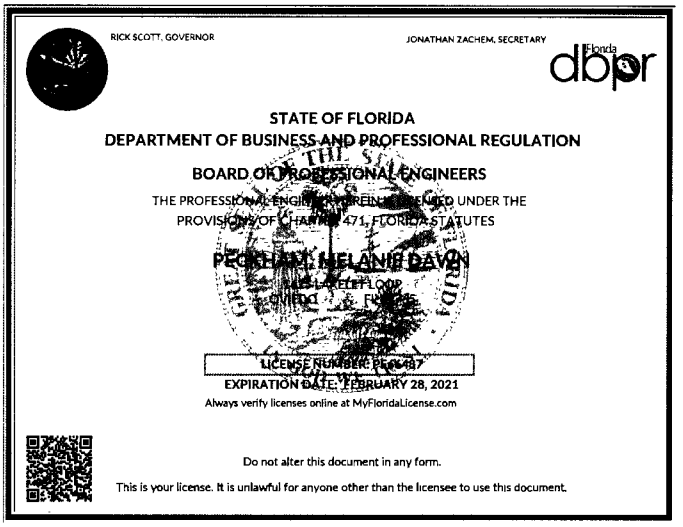
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State of Florida
Department of State

I certify from the records of this office that REISS ENGINEERING, INC is a corporation organized under the laws of the State of Florida, filed on December 14, 1998

The document number of this corporation is P98000104249

I further certify that said corporation has paid all fees due this office through December 31, 2020, that its most recent annual report/uniform business report was filed on January 16, 2020, and that its status is active

I further certify that said corporation has not filed Articles of Dissolution

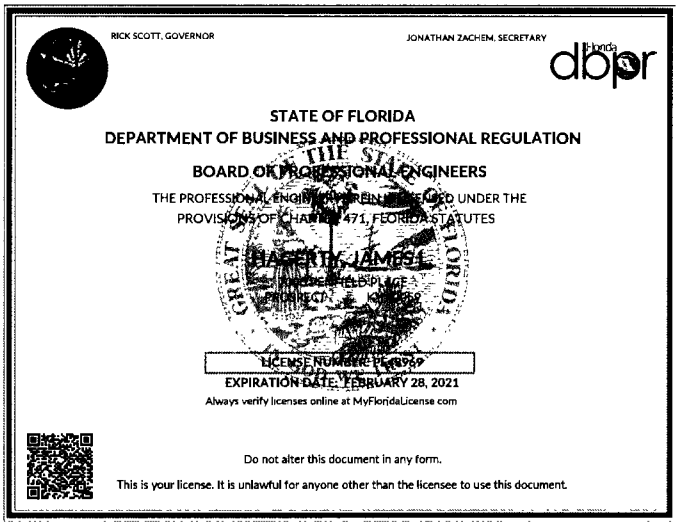
Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Sixteenth day of January, 2020

Secretary of State

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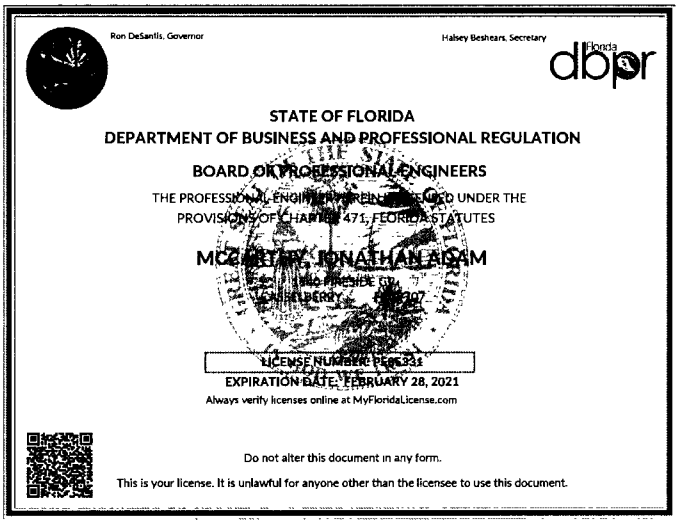
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SUBCONSULTANTS

Reiss has complete in-house potable water, reclaimed water, and sanitary sewer modeling capabilities to address the assignments outlined in the RFQ's scope of service. Therefore, Reiss does not intend to utilize any subconsultants for this contract.

RECENTLY COMPLETED SIMILAR SERVICES

Below is a list of Reiss' hydraulic modeling and master planning projects from the last 2 years. Reiss has become a technical statewide leader in providing advanced hydraulic modeling services for water, wastewater, and reuse water systems. Inclusion of Reiss on this project would allow us to provide you the services necessary to compile the data required to maintain and update the hydraulic models, populate them with demand data and flows, calibrate to match real world operations, and develop model scenarios for operation and/or system improvements. The completed hydraulic models can then be utilized for master planning tasks, water age reduction studies, flushing optimization, disinfection by-product (DBP) formation evaluations, storage/repump facility operations, and design support.

PROJECT NAME	CLIENT	DESCRIPTION	YR. COMPLETED
System-wide Planning and Hydraulic Modeling	South Seminole & North Orange County Wastewater Transmission Authority	Reiss performed hydraulic evaluations through WaterCAD and identified lift stations and force mains that were reaching the end of their useful life. Capacity limitations and I&I areas were identified and summarized in a master plan with a 5-year CIP. Developed a highly advanced wastewater model, and later updated it, that runs a 24-hour extended period simulation (EPS) of the entire wastewater transmission network, including all 32 pump station pumps and system valves	Ongoing
Druid Hills Potable Water Hydraulic Evaluation	City of Altamonte Springs	Hydraulic evaluation to determine low-cost solutions for improving connection pressures at an interconnect with Druid Hills water system using existing potable water hydraulic model	2020
Ongoing Hydraulic Modeling Services	Orange County	As needed hydraulic modeling to update, operate, and utilize potable water, wastewater, and reclaimed water system hydraulic models for master planning and conceptual design and planning purposes	2020
Hydraulic/Water Quality Model Assistance	Orlando Utilities Commission	Hydraulic modeling evaluation to include hydraulic grade line results for developers, fire flow/peak hour pressure verification, water quality results, pipe upsizing or downsizing from developer's plans, and looping opportunities with future developments	2020

PROJECT NAME	CLIENT	DESCRIPTION	YR. COMPLETED
On-call Hydraulic Modeling Support Services	Confidential	As-needed hydraulic modeling for the water, wastewater, and reclaimed water systems	2020
Phase II Wastewater Utility Asset Management Plan	City of Apopka	Update of the Wastewater Utility AMP inventory to include the gravity sewer system and assist the City with prioritization of its ongoing closed-circuit television (CCTV) inspection and repair program	2019
Distribution Water Quality Optimization	City of Coconut Creek	This investigation included updating the City's hydraulic model to simulate chloramine residual, developing a list of water quality parameters for the City to sample at the source water (Broward County) and other remote locations, reviewing the source water sampling results, and utilizing the updated hydraulic/water quality model to simulate chloramine decay in the distribution system	2019
Fiscal Year 2019 Hydraulic Modeling As-Needed Services	City of Melbourne	Hydraulic modeling associated with the water, wastewater, and reclaimed water systems, regulatory compliance, studies and assessments of water quality issues, engineering services required to plan and implement capital projects, and review of various funding sources on an as-needed basis	2019
Platt Ranch Property Routing Analysis	City of Melbourne	Hydraulic modeling of the City's existing wastewater system, route and develop a planning-level cost estimate to connect approximately 27,000 linear feet of new force main from the Platt Ranch Property entrance at Ohio Street to a gravity manhole on the northeast corner of Gateway Drive and West Hibiscus Blvd.	2019
Lift Station 84 Capacity Analysis	City of St. Cloud	The City maintains a wastewater transmission hydraulic model that will be used for the analyses. The hydraulic model requires updating to account for the recent growth in the northeast area of the City's service area, then will be used to evaluate transmission capacity including through LS #84. LS #84 is a major pump station that repumps significant flow in the northeast	2019

PROJECT NAME	CLIENT	DESCRIPTION	YR. COMPLETED
Northeast Booster Station Optimization	City of St. Cloud	Hydraulic model update, operational input from City staff and hydraulic modeling will be used to simulate the Northeast Booster Station (NEBS) to check model pressure results versus field collected data. The field to model comparison will be used to help diagnose the pressure issue and identify potential resolutions and/or further investigative needs	2019
Downtown Hydraulic and Capacity Evaluation	City of St. Petersburg	Hydraulic modeling analysis of the downtown area using the existing hydraulic model to evaluate the downtown area for hydraulic issues, capacity restrictions, and consolidation of parallel mains. The hydraulic model was used to determine proposed improvements and the improvements were evaluated to assess their impact on water quality and the provision of adequate fire flow	2019
Property Wide Utility Modeling	Confidential Client	Storm water collection and sanitary sewer systems hydraulic modeling	2019
Southern Regional Water Service Area Water Quality Model Data Collection	Orange County	Water quality modeling, data collection and input	2019
Eastern Regional WSA WQ Optimization	Orange County	Water quality engineering services, including distribution system water quality modeling and water treatment process analyses, to identify potential improvements to optimize distribution system water quality	2019
Horizon West 2018 Hydraulic Modeling Update	Orange County	Water, wastewater and reclaimed water hydraulic modeling assistance for the Horizon West area in a 5-year planning timeline to bridge the gap between now and when new treatment and transmission infrastructure come online	2019
Western Regional WSA Distribution Water Quality Optimization	Orange County	Water quality engineering services, including distribution system water quality modeling and water treatment process analyses, to identify potential improvements to optimize distribution system water quality	2019

PROJECT NAME	CLIENT	DESCRIPTION	YR. COMPLETED
Westwood Boulevard Area/ Utilities Interconnection Water Quality Support	Orange County	Hydraulic modeling and field analyses support for the Westwood Blvd. area utilities interconnection water quality	2019
As Needed Technical Assistance	Reedy Creek Improvement District	Hydraulic modeling	2019
SSNOCWTA Development Connections	SSNOCWTA	Design and hydraulic review and construction phase services for the Wexham Court Pump Station	2019
Harmony Water Quality Optimization	Toho Water Authority	Provided corrosion mitigation strategies, water quality modeling and field analyses to develop a list of options to improve Harmony's potable water quality	2019
Northwest Water Pressure Alternatives Evaluation	Toho Water Authority	Hydraulic modeling alternatives analysis on the Northwest distribution system to look for other alternatives and find the best option to address predicted pressure issues	2019
OCU Potable Water Transfer Alternative Evaluation	Toho Water Authority	This project utilizes TWA's updated potable water hydraulic model to assess the flow transfer of water from OCU and the impacts on TWA WTPs' flow output relevant to hydraulics, service pressures and water use permit WUP constraints	2019
Western Regional WSA Distribution Water Quality Optimization	Orange County	Water quality engineering services, including distribution system water quality modeling and water treatment process analyses, to identify potential improvements to optimize distribution system water quality	2019
Parkway WTP Pressure Analysis	Toho Water Authority	Hydraulic modeling to conduct pressure analysis at the Parkway WTP	2019
Poinciana Elevated Tank Hydraulic Evaluation	Toho Water Authority	Elevated tank hydraulic evaluation comprised of the compilation and summarization of field data, hydraulic model comparison, and evaluation conclusions and recommendations	2019
USW Development City of St. Cloud Fire Flow Availability Check	US Water Services Corporation	Hydraulic modeling to support US Water Services (USW) on the USW Development City of St. Cloud fire flow availability check and summarizing results for maximum day demand conditions	2019

PROJECT NAME	CLIENT	DESCRIPTION	YR. COMPLETED
30-inch Force Main Hydraulic Modeling	Captec Engineering, Inc.	Hydraulic modeling for pipeline	2018
Reclaimed Water Apopka Flow Transfer Hydraulic Evaluation	City of Altamonte Springs	Updated the hydraulic model and subsequently utilized the model to compare field recorded pressures to identify potential hydraulic constraints in the system. Also evaluated the operation of a key component of the AFIRST system, the pressure control assembly (PCA), a valve assembly that controls the flow to Apopka while maintaining adequate pressures in the City's reclaimed water distribution system	2018
Potable, Wastewater and Reclaimed Water Hydraulic Model Updates	City of Casselberry	Continuing hydraulic modeling services for water utility systems	2018
Lift Station 17 Gravity and Pump Station Analysis	City of Ocoee	Hydraulic modeling to determine the cause of sewer overflows on a street where houses are situated at elevations lower than the street	2018
Blue Springs Landing Compliance Assistance	City of Orange City	Hydraulic modeling of the potable water distribution system to evaluate the magnitude of hydraulic isolation experienced by the Blue Springs Landing area	2018
City of Orange City As-Needed Services	City of Orange City	Hydraulic modeling to conduct a water age analysis	2018
Cosme Optimization-Design WTP By-pass - Water Quality Analysis	City of St. Petersburg	Hydraulic modeling to update the expected average quantities of regional water that may be bypassed, and the expected average quantities of water that must be treated through the plant	2018
Forest Lake Surge Valve Analysis	City of St. Petersburg	Evaluation of a 36-inch potable water transmission main to determine whether the Forest Lakes surge valve is necessary for system operations and to confirm if the valve can be relocated. Detailed design, permitting, and construction administration for identified improvements	2018
Park Sanitary System Hydraulic Capacity Analysis	Confidential Client	Comprehensive hydraulic analysis of a theme park's sanitary sewer system including flow monitoring	2018

PROJECT NAME	CLIENT	DESCRIPTION	YR. COMPLETED
Theme Park Wastewater System Capacity Analysis	Confidential Client	Utilized the existing hydraulic models to perform capacity analysis of a park's potable water and wastewater systems to evaluate potable water distribution and wastewater collection capacity needs	2018
Orange Blvd. and Oregon Avenue Wastewater Modeling	Seminole County	Updates to the wastewater hydraulic model and assess the conveyance capacity to the Yankee Lake WWTP from the Orange Blvd. and Oregon Avenue area, with and without a looped force main system	2018
Ameritrail-Harmony Modeling	Toho Water Authority	Hydraulic analysis to evaluate the system hydraulic capacity and provide recommendations for the client to deliver quality, reliable service to the Ameritrail development	2018
Harmony Potable Water Distribution Planning Update	Toho Water Authority	Hydraulic analysis to evaluate the Harmony potable water distribution system and determine necessary distribution improvements to serve new development	2018
Magic Place Hydraulic Analysis	Toho Water Authority	Hydraulic analysis to evaluate the system hydraulic capacity and provide recommendations for client delivery of quality, reliable service to the Magic Place development	2018
Northwest Potable Water Booster Pumping Plan	Toho Water Authority	Hydraulic analysis to evaluate the Northwest potable water system hydraulics specifically including existing and planned booster pumping and provide recommendations for the client to deliver quality, reliable service to the Northwest potable water system	2018
Reunion Village Hydraulic Analysis	Toho Water Authority	Hydraulic analysis to evaluate the system hydraulic capacity and provide boundary conditions for the developer to size the Reunion Village water distribution system, for the client to deliver quality, reliable service to the Reunion Village development	2018

MODELING SOFTWARE

Reiss is fluent in working with many major hydraulic modeling softwares and has the most recent version of all software applications listed below:

BENTLEY SOFTWARE APPLICATIONS
WaterCAD Stand Alone
WaterCAD for AutoCAD
SewerCAD Stand Alone
SewerCAD for AutoCAD

MWH SOFT SOFTWARE APPLICATIONS
H2OMap Water
InfoWater
Info Surge
InfoSwmm
UDF module for InfoWater

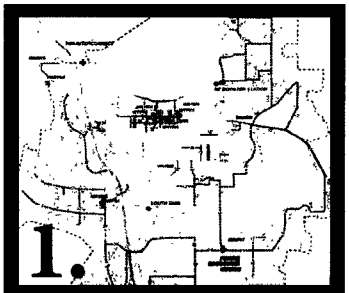
OTHER APPLICATIONS:
EPA Net
AutoCAD 2012 and 2013
ArcGIS Desktop 10.0
Microsoft Office
Adobe Creative Suite

QUANTITY OF EQUIPMENT

Reiss possesses all of the equipment necessary to successfully complete all projects for the City of Ocoee as part of this Continuing Engineering Services for Utility Modeling and Minor Utility Studies contract.

EQUIPMENT	QUANTITY	EQUIPMENT	QUANTITY
AutoCAD License(s)	3	Skid-Mounted RO Systems	1
WaterCAD License(s)	2	Bench Scale RO Systems	1
AutoCAD Civil 3D License(s)	2	Single Element Pilot System	1
SewerCAD License(s)	1	2:1 Array Low Pressure RO Skid Pilot	1
ARC GIS License(s)	9	Trailer Enclosed RO System	1
Mobile GPS Equipment with ArcPAD Software License(s)	1	Full Size Color Plotter	1
Microsoft Office License(s)	50	Color Laser Printer	1
Adobe Creative Suite License(s)	3	Color Copiers	4
Desktop Computers	45	Black/White Printers	10
Laptop Computers	30	Laminating Machine	2
Projectors	3	Video Recorder	1
Digital Cameras	2		
Company Vehicles	7		

REFERENCES



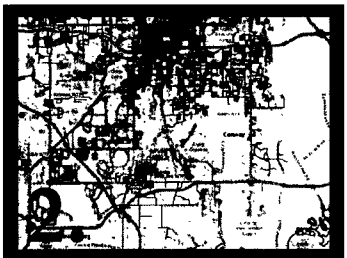
WATER, WASTEWATER AND RECLAIMED WATER MASTER PLAN
St. Cloud, FL

Owner:
City of St. Cloud
1300 9th Street St.
Cloud, FL

Contact:
Cameron Crandell, PE
407.957.7279
ccrandell@st.cloud.org

The City of St. Cloud continues to experience growth and economical development throughout their utility service area, with an expected significant increase in potable water customers over the next 5 to 10 years. While the City completed an update to the water master plan in 2013 and several capital improvement program (CIP) projects have been completed, several large developments of regional impact (DRIs) are modifying plans that could impact the phasing of significant capital projects for the City. There is also potential the City may change the policy through which capital projects are funded. As a result of these changes and the need to utilize the most accurate data possible to support review of the City's impact fee and rate structures, it was necessary to update the master plan and its conclusions and recommendations. This master plan updated recently constructed infrastructure and existing hydraulic models to utilize as a tool to update existing CIP tables in the master plan based on location, sizing, phasing, and costs.

Reiss updated the structure (pipes, pumps, wet wells, tanks, discharge locations) for the water/wastewater/reclaimed water hydraulic models based on the recent construction efforts for City-designated CIP projects, as well as developer installed infrastructure since the 2013 model update. The data collected was used to revise the existing demands and flows. The master plan was revised with five-year and build-out water demand and wastewater flow allocations in the future demand/flow spreadsheet and hydraulic models. The updated hydraulic models were then used to evaluate 5-year, 10-year, and 25-year demand and infrastructure conditions. Previously proposed improvements were reviewed, re-evaluated, and modified to optimally meet City standards. The previously developed alternatives were updated and reconfigured to reflect the most recent developer information. Capital costs were revised for each alternative for comparison. The updates to the recommended phased projects are reflected in the CIP tables with associated capital costs consistent with the City's current CIP format. Reiss produced a master plan update technical memorandum with updates and recommendations for the final deliverable.



OUC WATER QUALITY MODELING PHASE I
Orange County, FL

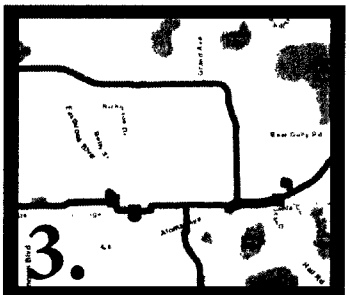
Owner:
Orlando Utilities Commission
P.O. Box 3193
Orlando, FL 32802

Contact:
Brad Jewell
407.434.4213
bjewell@ouc.com

The Orlando Utilities Commission (OUC) maintains a hydraulic and water quality model of its potable water distribution system to help plan, design improvements, operate, and optimize water pressure to deliver quality service to its customers. OUC staff historically developed and maintained this valuable tool. An enhanced water quality model was developed by Reiss to provide OUC water production and distribution staff a new dimension in predictive system performance monitoring, performance benchmarking, operations optimization and regulatory compliance. The primary objective of this project was to evaluate and update OUC's water quality model to optimize service to OUC customers.

OUC's hydraulic model encompasses the entire OUC service area. This service area includes separate pressure zones and areas where supply water mixes in the distribution system. An important consideration to OUC was the natural mixing zones that exist in between the water treatment plants. This project covered the pressure zones and focused on optimizing water quality in the mixing zones.

REFERENCES



SSNOCWTA ENGINEERING SERVICES
Seminole and Orange County, FL

Owner:
SSNOCWTA
401 Lake Howell Rd.
Maitland, FL 32751

Contact:
Ed Gil de Rubio
407.957.7353
ssnocwta2@cfl.rr.com

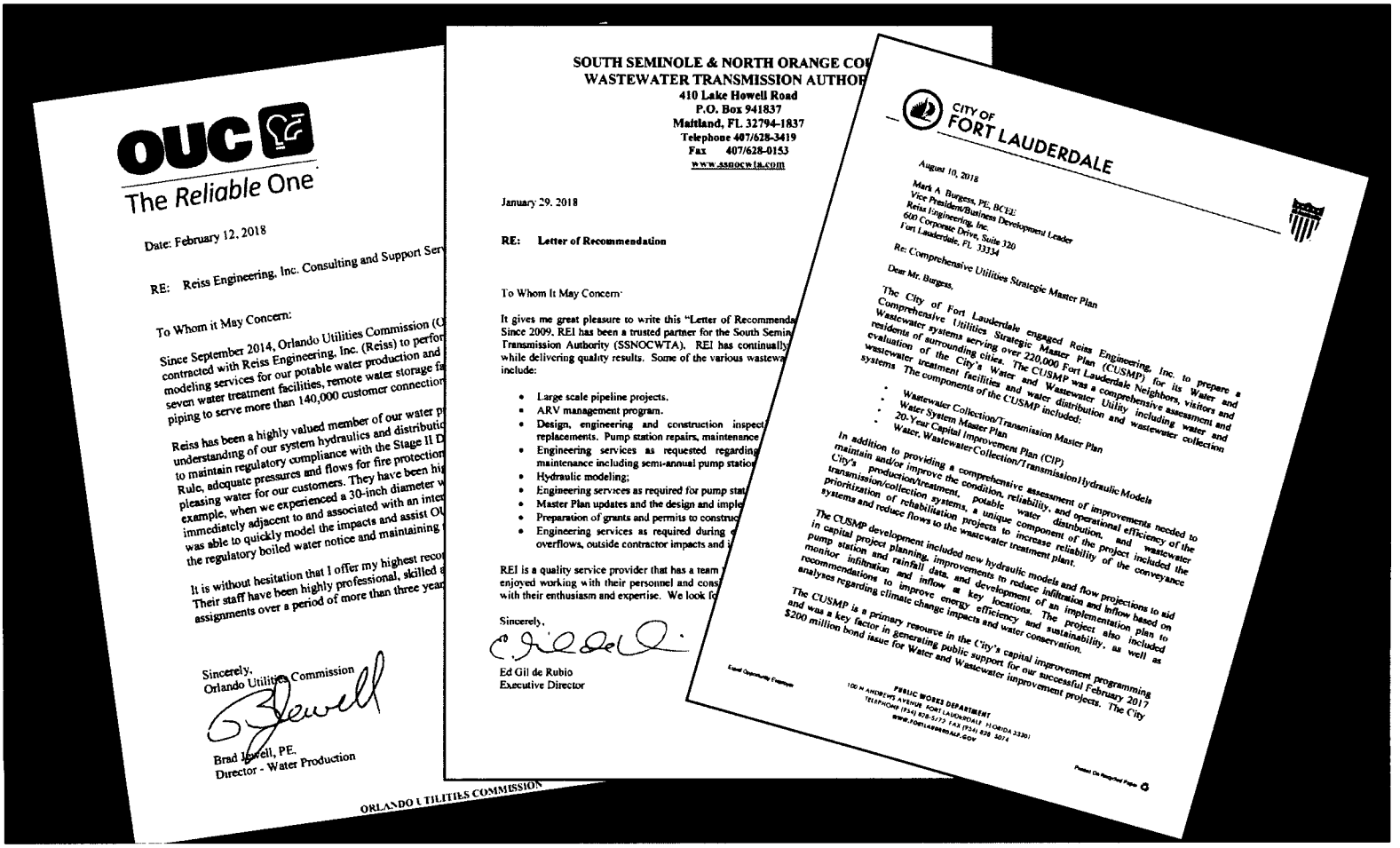
South Seminole and North Orange County Wastewater Transmission Authority (SSNOCWTA) provides funding, planning, operation and maintenance of a wastewater transmission system serving several major local municipalities. Reiss is the owner's engineer and extension of staff. Services and programs performed and managed under this contract include:

Hydraulic Modeling | Reiss developed and regularly updates a highly advanced wastewater model that runs a 24-hour extended period simulation (EPS) of the entire wastewater transmission network, including all pump station pumps and system valves.

Planning and Extension of Staff | Reiss performs hydraulic evaluations through WaterCAD and identifies lift stations and force mains that may be reaching the end of their useful life. Capacity limitations and I&I areas are identified and summarized in a master plan with a 5 year CIP. Reiss also provides cost estimating and capital project prioritization.

Ultra-Sonic Testing | Prepared a testing procedure to obtain data to support an analysis of the pipe integrity for approximately 20 locations per year, respective ultrasonic testing of the pipe wall thickness, and surveying services to obtain coordinates of the existing pipe.

Infiltration and Inflow Program Management | The Authority has a maximum wastewater flow allocation, that may be transferred to the Iron Bridge Facility. To regulate this allocation the Authority enacted a proactive approach to reduce flow particularly with inflow and infiltration (I&I) in the connected entities of Seminole County, City of Winter Park, City of Casselberry, City of Maitland, and City of Winter Springs.



OUC The Reliable One

Date: February 12, 2018

RE: Reiss Engineering, Inc. Consulting and Support Ser

To Whom it May Concern:

Since September 2014, Orlando Utilities Commission (O contracted with Reiss Engineering, Inc. (Reiss) to perfor modeling services for our potable water production and seven water treatment facilities, remote water storage fa piping to serve more than 140,000 customer connection

Reiss has been a highly valued member of our water p understanding of our system hydraulics and distributio to maintain regulatory compliance with the Stage II D Rule, adequate pressures and flows for fire protection pleasing water for our customers. They have been hig example, when we experienced a 30-inch diameter w immediately adjacent to and associated with an inter was able to quickly model the impacts and assist OU the regulatory boiled water notice and maintaining

It is without hesitation that I offer my highest reco Their staff have been highly professional, skilled assignments over a period of more than three year

Sincerely,
Orlando Utilities Commission

Brad Howell, PE.
Director - Water Production

ORLANDO UTILITIES COMMISSION

SOUTH SEMINOLE & NORTH ORANGE CO
WASTEWATER TRANSMISSION AUTHOR
410 Lake Howell Road
P.O. Box 941837
Maitland, FL 32794-1837
Telephone 407/628-3419
Fax 407/628-0153
www.ssnocwta.com

January 29, 2018

RE: Letter of Recommendation

To Whom It May Concern:

It gives me great pleasure to write this "Letter of Recommenda
Since 2009, REI has been a trusted partner for the South Semin
Transmission Authority (SSNOCWTA). REI has continually
while delivering quality results. Some of the various wastewa
include:

- Large scale pipeline projects.
- ARV management program.
- Design, engineering and construction inspect
replacements. Pump station repairs, maintenance
- Engineering services as requested regarding
maintenance including semi-annual pump statio
- Hydraulic modeling;
- Engineering services as required for pump sta
- Master Plan updates and the design and imple
- Preparation of grants and permits to construc
- Engineering services as required during
overflows, outside contractor impacts and

REI is a quality service provider that has a team
enjoyed working with their personnel and cons
with their enthusiasm and expertise. We look fo

Sincerely,

Ed Gil de Rubio
Executive Director

CITY OF FORT LAUDERDALE

August 10, 2018

Mark A. Burgess, PE, BCEE
Vice President/Business Development Leader
Reiss Engineering, Inc.
6601 Corporate Drive, Suite 320
Fort Lauderdale, FL 33334

Re: Comprehensive Utilities Strategic Master Plan

Dear Mr. Burgess,

The City of Fort Lauderdale engaged Reiss Engineering, Inc. to prepare a Comprehensive Utilities Strategic Master Plan (CUSMP) for its Water and Wastewater systems serving over 220,000 Fort Lauderdale Neighbors, visitors and residents of surrounding cities. The CUSMP was a comprehensive assessment and evaluation of the City's Water and Wastewater Utility including water and wastewater treatment facilities and water distribution and wastewater collection systems. The components of the CUSMP included:

- Wastewater Collection/Transmission Master Plan
- Water System Master Plan
- 20-Year Capital Improvement Plan (CIP)
- Water, Wastewater Collection/Transmission Hydraulic Models

In addition to providing a comprehensive assessment of improvements needed to maintain and/or improve the condition, reliability, and operational efficiency of the City's production/treatment, potable water distribution, and wastewater transmission/collection systems, a unique component of the project included the prioritization of rehabilitation projects to increase reliability of the conveyance systems and reduce flows to the wastewater treatment plant.

The CUSMP development included new hydraulic models and flow projections to aid in capital project planning, improvements to reduce infiltration and inflow based on pump station and rainfall data, and development of an implementation plan to monitor infiltration and inflow as key locations. The project also included recommendations to improve energy efficiency and water conservation. The project also included analyses regarding climate change impacts and water conservation, as well as

The CUSMP is a primary resource in the City's capital improvement programming and was a key factor in generating public support for our successful February 2017 $200 million bond issue for Water and Wastewater improvement projects. The City

PUBLIC WORKS DEPARTMENT
100 N ANDREWS AVENUE FORT LAUDERDALE FLORIDA 33301
TELEPHONE (954) 828-5775 FAX (954) 828-3074
www.fortlauderdale.gov

PROJECT MANAGER



EDWARD TALTON, JR., PE

Mr. Talton's expertise in master planning and hydraulic/water quality modeling runs deep, having completed major master plans, water quality modeling/ calibration to mitigate nitrification, distribution operations optimizations, wastewater model calibrations, and risk-based asset prioritization. Mr. Talton's publications include a December 2011 Florida Water Resources Journal article on a water quality application to help utilities better utilize available supervisory control and data acquisition (SCADA), quality, and modeling outputs.

NO. OF YEARS WITH REISS
20 years

YEARS OF EXPERIENCE
30 years

REGISTRATION:
Professional Engineer
FL No.:
47023

EDUCATION:
MSE, Environmental Engineering

BSE, Environmental Engineering

Hydraulic Surge Modeling Training

MR. TALTON WAS THE PROJECT MANAGER FOR REISS' CONTINUING HYDRAULIC MODELING SERVICES CONTRACT WITH ORANGE COUNTY, THE PURPOSE OF WHICH IS TO UPDATE, OPTIMIZE, AND UTILIZE THE POTABLE WATER, WASTEWATER, AND RECLAIMED WATER SYSTEM HYDRAULIC MODELS TO SUPPORT UTILITIES PLANNING.

Lift Station #66 Upgrade, Ocoee, FL. Client services manager to provide hydraulic engineering support to relocate and expand lift station #66 to support planned redevelopment and future septic tank conversions.

Western Force Main Hydraulic Engineering Support, Ocoee, FL. Project manager to provide hydraulic planning and permitting services required to support the design of the western force main specifically related to re-routing existing lift stations. Five lift stations were evaluated, and the results were displayed on a map indicating the proposed configurations for the five pump stations and how they should be connected to the western force main.

2017 Reclaimed Feasibility Plan Update, Ocoee, FL. Client manager for the update to feasibility and capacity plans for the City of Ocoee's Reclaimed Water Feasibility Plan. The City's primary service area is supplied by internal reclaimed water sources and supplemented with wholesale suppliers when necessary. The North Service Area is supplied solely by OCU's Northwest WRF. This feasibility and capacity update was required to support the expansion of the reclaimed water system and satisfy permit requirements.

Potable and Reclaimed Water Systems Master Plan and Hydraulic Model Update, Altamonte Springs, FL. Client/project manager to perform and summarize various technical evaluations on the potable water and reclaimed water systems, including hydraulic modeling, to develop capital improvement projects and an implementation schedule for the City to expand, repair, replace, and maintain the potable and reclaimed water systems to economically meet the City's level of service standards over a 10-year planning horizon.

Water and Wastewater Collection/Transmission Master Plans, Melbourne, FL. Served as the project manager for the City's complete wastewater collection/ transmission system and technical support for water master plan utilized to evaluate the City's CIP. Additionally, the project included assessing the capacity and reliability of key existing infrastructure, and prioritizes asset rehabilitation and repair (R&R) plans.

Sunset Oaks Hydraulic Analysis, Toho Water Authority, Kissimmee, FL. Client manager for the hydraulic analysis for a new residential building development's 10-inch water main. Reiss utilized Toho Water Authority's hydraulic model to determine if enough pressure was available for the proposed Sunset Oaks project and to determine what improvements would be necessary to achieve proper pressure and fire flow.

KEY PROJECT TEAM MEMBERS



CHAD MEISEL, PE

ROLE
Assistant Project Manager

NO. OF YEARS WITH REISS
5 years

YEARS OF EXPERIENCE
6.5 years

REGISTRATION:
Professional Engineer
FL No.:
87437

EDUCATION:
BS, Civil Engineering

BS, Environmental Engineering

Mr. Meisel is a project engineer with experience in water/wastewater treatment, water resources, and stormwater permitting. He has performed report development, hydraulic modeling, bidding services, and water permit compliance for various municipal clients in the Central Florida region. Mr. Meisel is also proficient in AutoCAD and ICPR.

2017 Reclaimed Feasibility Plan Update, Ocoee, FL. Project engineer for the update to feasibility and capacity plans for the City of Ocoee's Reclaimed Water Feasibility Plan. The City's primary service area is supplied by internal reclaimed water sources and supplemented with wholesale suppliers when necessary. The North Service Area is supplied solely by OCU's Northwest WRF. This feasibility and capacity update was required to support the expansion of the reclaimed water system and satisfy permit requirements.

Lift Station #66 Upgrade, Ocoee, FL. Project engineer to provide hydraulic engineering support to relocate and expand lift station #66 to support planned redevelopment and future septic tank conversions.

Water Quality Modeling Phase I, Orlando Utilities Commission, Orlando, FL. Project engineer tasked with creating maps to display blending zones with up to two water treatment plants and to assist setting up the controls for the different pump stations to ensure that the model was simulated correctly with the field data. The primary objective of this project was to evaluate and update OUC's water quality model to optimize service to OUC customers.

Hydraulic Model Conversion, Port St. Lucie, FL. Project engineer tasked with converting the City's wastewater and reclaimed hydraulic models from WaterCAD to H20 MAP. Reiss was contracted to convert the water, wastewater, and reclaimed water hydraulic models to new software to support City staff with the planning of capital improvement projects, design, operations, regulatory compliance, and optimization of services to their existing customers.

Water System Master Plan Update Project, Melbourne, FL. Project engineer tasked with creating a calibration protocol that was a step-by-step procedure of how many sites needed pressure data loggers and water quality samples taken to properly calibrate a hydraulic model. Master plan components consisted of potable water storage and delivery, high-service pumping, and transmission/distribution piping for the entire city limits. Responsibilities included water distribution system hydraulic model update and development, alternative development and evaluations, extended period simulations, fire flow evaluations, water quality analysis, asset condition and risk assessment, regulatory assessments, funding compliance analysis, and report development.

Pineda Corridor Study and Permitting Analysis, Melbourne, FL. Project engineer for the evaluation of the existing hydraulic model for pressure, velocity, and water quality of a proposed crossing. Prepared a report summarizing the results from the model and performed a transient analysis, which evaluated the potential for surging pressures and provided a report summarizing the alternatives and a solution.

KEY PROJECT TEAM MEMBERS



C. ROBERT REISS, PHD, PE

ROLE
Principal-In-Charge

NO. OF YEARS WITH REISS
21.5 years

YEARS OF EXPERIENCE
28 years

REGISTRATION:
Professional Engineer
FL No.:
53794

EDUCATION:
PhD, Environmental Engineering

MSE, Environmental Engineering

BSE, Environmental Engineering

BSE, Civil Engineering

Dr. Reiss is an executive leader with more than 25 years of demonstrated experience in program management and has a proven ability to successfully direct civil and environmental engineering solutions by creating vision, establishing direction, and identifying opportunities to reach the successful execution of projects. Dr. Reiss' areas of expertise include program management and project planning, budget management and cost control, long range planning, growth management and sustainability, and oversight of water and wastewater programs. His expertise with team development and leadership includes process improvement, performance management, risk management, governance, integrated schedule management, and successful plan development and initiation of change in an organization.

Distribution System Water Quality Study, Melbourne, FL. Project manager for a water quality investigation to determine the root cause of an excessive number of red water complaints from customers. Included sampling and testing of 26 locations throughout the distribution system, investigation of chloramination practices, nitrification, alkalinity demand, and Langelier Saturation Index/ calcium carbonate precipitation potential levels in the distribution system.

South UDF Program and Hydraulic Modeling for Infrastructure Improvement, St. Petersburg, FL. Principal-in-charge for a unidirectional flushing program for the southern region of the City's water distribution service area to address water quality. The project included a pilot design of a UDF program for a small area of the City and coordination of flushing activities. The area of design included a 20-inch water main, which was flushed successfully. Reiss provided project management, UDF design criteria development, UDF design, and customized flushing reports development.

Wastewater Hydraulic Modeling, St. Petersburg, FL. Principal-in-charge to improve the functionality of the wastewater hydraulic model in order to use it for repair and replacement prioritization and to prevent wastewater overflow during future rain events. Reiss reviewed the wastewater hydraulic model, the City's modeling methods, analyzed the validity of model input data, recommended model process improvements, and provided draft and final technical memoranda.

High-Service Pump Station Hydraulic Analysis and Yard Piping Identification Drawings, Melbourne, FL. Project manager for an evaluation of hydraulics associated with the proposed addition of a 10,000-gallons-per-minute (gpm) high-service pump station for redundancy to the City's existing 17,000-gpm high-service pump station at the RO water treatment plant. The available supply draws from a 4-million-gallon ground storage tank via four wall penetrations located approximately 2.5 feet above grade. This gravity supply was determined to be insufficient to meet the desired flow; therefore, a new floor penetration dedicated to the new high-service pump was selected. The hydraulics of the discharge piping were evaluated and determined to be adequate, including the 17,000-gpm venture meter, for the desired flow.

KEY PROJECT TEAM MEMBERS



KELCIA MAZANA, EI

Ms. Mazana is a project engineer with 20 years of experience concentrated in environmental engineering and environmental studies. Her experience includes unidirectional flushing program development, hydraulic and water quality modeling, design, potable water audits, pilot studies, report development, data management, and master planning for a variety of municipal and government projects in water treatment. She is a client services manager the Central Florida and South Florida regions, including the City of Sanford, Palm Beach County, the Fort Pierce Water Utility Authority, Orange City, and the City of Melbourne.

ROLE
Quality Assurance, Quality Control

NO. OF YEARS WITH REISS
17 years

YEARS OF EXPERIENCE
20 years

REGISTRATION:
Engineer Intern
FL No.:
1100007027

EDUCATION:
BSE, Environmental Engineering

MSE, Environmental Engineering

Water Master Plan, St. Cloud, FL. Project manager for a water master plan to address an expanding service area, evaluate the CIP, and assess the capacity and reliability of key existing infrastructure. Master plan components consisted of an asset condition assessment, a water main and facilities criticality assessment, an existing and future potable water capacity evaluation, and capital projects development and prioritization for the entire city limits. Responsibilities included a water system hydraulic model update, alternative development and evaluations, extended period simulations, operations optimization, and report development.

National Fire Flow Study, Palm Beach County, FL. Client manager and QA/QC reviewer for this study to analyze the existing fire protection system located in the National Golf and Country Club Community in Palm Beach County. Reiss performed a study and hydraulic modeling to provide recommendations for system improvements based on existing infrastructure, cost, codes, regulations, and feasibility.

Water, Wastewater, and Reclaimed Water Master Plan, Seminole County, FL. Project engineer for a water, wastewater, and reclaimed water master plan to address an expanding service area, evaluate the CIP, and assess the capacity and reliability of key existing infrastructure. Master plan components consisted of water conservation planning, potable water storage and delivery, wastewater collection, reuse storage and delivery, high-service pumping, and transmission/ distribution piping for the entire city limits. Responsibilities included water, wastewater, and reuse system hydraulic model update and development; alternative development and evaluations; extended period simulations; water quality analysis; and report development.

Unidirectional Flushing Program Update, Sanford, FL. Client service manager/ Project manager for a UDF program update to evaluate the improvements within the distribution system and determine the priority zones for the City's annual flushing program. Responsibilities included project management, client service management, GIS mapping, various program developments, design, and report QA/QC.

Veranno-Cresswind Phase I Model Evaluation, Port St. Lucie, FL. Project manager to develop a model to determine the pipe sizing for the Verano Cresswind development. Pipe sizes ranged from 4- to 12-inch.

KEY PROJECT TEAM MEMBERS



GLENN DUNKELBERGER, PE, BCEE

Mr. Dunkelberger has 47 years of experience in the civil/environmental engineering and construction field. Experience includes planning, pilot studies, process operations, detailed design, design-build, and construction management. Areas of relevant technical expertise are water, wastewater, and reuse treatment and advanced process technology.

ROLE
Water Treatment Studies

NO. OF YEARS WITH REISS
15 years

YEARS OF EXPERIENCE
48 years

REGISTRATION:
Professional Engineer
FL No.:
38310

EDUCATION:
MS, Environmental Engineering
BS, Civil Engineering

Hydraulic Distribution Modeling, Boynton Beach, FL. Technical director for the upgrading of the existing model to reflect the changes in the system related to the storage tank locations and capacity, immediate pump stations and storage tanks, additions to the transmission main system, and the West WTP. The work also verified the demand projections and updated the current peak demands on the system. Water quality considerations were also addressed to consider proposed D/DBPR regulations.

Comprehensive Utility Strategic Master Plan, Fort Lauderdale, FL. Water quality and treatment evaluation to produce a master plan to evaluate the entire utility system and to recommend actions, policies, or code changes necessary to maintain and improve the system's condition, capacity, performance, efficiency, and quality of service, while planning repair and replacement of utility system components. In addition, the master plan created a plan and utilities vision for improvements that is in line with the City's major initiatives.

Potable, Wastewater and Reclaimed Water Master Plan Consolidation, Casselberry, FL. Project engineer for the consolidated potable, wastewater and reclaimed water master plan to guide the City's water and wastewater utility for the next 10-years. Each master plan was structured to determine and address the short-term and long-term challenges of each individual utility. Reiss provided a detailed master plan report summarizing the various reviews, site visits, field efforts and technical evaluations of the system, and a CIP program that included specific projects and an implementation schedule necessary for the City to expand, repair, replace and maintain the water and wastewater system to economically meet the City's level of service.

Water System Master Plan Update, Melbourne, FL. Water quality and treatment engineer for the water system master plan update to help meet the challenges to provide quality potable water and meet increasing demand. This master plan update addressed the technical issues of utility operations and maintenance, future system growth, current and future water quality regulations, and the Department's fiscal plans and limitations that helped to guide City's decision making and CIP projects.

Granular Activated Carbon Selection and Evaluation, Sanford, FL. Project manager and engineer-of-record to assist the City in meeting future water quality regulations requiring reduced levels of DBPs throughout the distribution system. Reiss recommended a multi-phase approach to develop a GAC treatment system to control DBP formation. Distribution system hydraulic modeling was undertaken to determine the extent of treatment needed at each of the City's WTPs.

KEY PROJECT TEAM MEMBERS



JAMES HAGERTY, PE

ROLE
Wastewater Treatment Studies

NO. OF YEARS WITH REISS
3.5 years

YEARS OF EXPERIENCE
35 years

REGISTRATION:
Professional Engineer
FL No.:
43969

EDUCATION:
ME, Civil Engineering
BS, Civil Engineering

Mr. Hagerty is a civil and environmental engineer with a successful track record in facility planning and executing strategic plans, projects and programs for water, wastewater, and stormwater utilities. Project experience over his career has included program management, regulatory compliance program development, infrastructure development, alternative delivery, and utility compliance management. Mr. Hagerty offers specialized wastewater treatment expertise having been responsible for developing and optimizing process designs for advanced biological treatment systems sludge processing, and effluent disposal systems. He has used his unit process and operations experience to aid in the development of facility expansion plans, construction plans, value engineering analysis and technical reviews.

Westport Wastewater Treatment Facility Expansion, Port St. Lucie, FL. Lead design engineer for the preliminary engineering, permitting, final design, bidding, and construction services for expanding the Westport WWTF to meet the future treatment needs of the Westport service area. This scope is based on an anticipated future treatment to meet the following capacities: 10.71-mgd AADF, 12.00-mgd maximum month average day capacity, and 15.85-mgd peak day capacity.

Expansion of Aerobic Digestion System, Fort Myers, FL. Mr. Hagerty directed the design and construction for the expansion of the aerobic digestion system for the City of Fort Myer's two advanced wastewater treatment plants. The project included bench scale testing to determine required solids retention time to meet the USEPA Part 503 Biosolids Regulations for aerobic digestions, construction of new digesters and aeration systems. The bench scale testing was successful in reducing the required solids retention time to 15 days in the city permit requirement, resulting in a significant reduction in the required digester volume to meet the Class B sludger treatment requirements and project costs.

East Central Regional Wastewater Treatment Plant, West Palm Beach, FL. Mr. Hagerty performed pilot testing and design services for a sludge dewatering system for the expansion of the 55-mgd East Central Regional WWTP.

Delwood Super Station Design-Build, Hillsborough County, FL. Technical advisor for this design-build project involving the design and construction of a 10-mgd dual wet well, triplex diversion pump station, and demolition and repurposing of the existing Dale Mabry Wastewater Treatment Plant (WWTP) as part of the overall Northwest Consolidation Project. Additionally, the project included the design and construction of a reclaimed water low profile cascade aerator and dechlorination for surface water discharge to Brushy Creek. This design included a 3,000-standard-cubic-feet-per-minute (scfm) odor control unit, six submersible pumps, a dual wet well, a cascade aerator, a chemical feed system, site layout, and hydraulic analysis. This project required coordination with the Environmental Protection Commission (EPC) and the FDEP.

KEY PROJECT TEAM MEMBERS



WESTON HAGGEN, PE

ROLE
Project Engineer

NO. OF YEARS WITH REISS
11 years

YEARS OF EXPERIENCE
11 years

REGISTRATION:
Professional Engineer FL No.: 77777

FDOT Certification Temporary Traffic Control (TTC) Advanced, No. 41689

NASSCO PACP/ MACP/LACP Certification No. 07004925

EDUCATION:
MSE, Civil Engineering

BSE, Civil Engineering

Mr. Haggen is experienced in water, wastewater, and reclaimed water. Projects include water quality hydraulic modeling, master planning, pipeline design, lift station design, potable water quality improvement, unidirectional flushing, inflow and infiltration (I/I) studies, construction administration, preliminary design of wastewater and water plants, regulatory permitting, water treatment pilot studies, feasibility studies, report writing, and data management, including geographic information systems (GIS) for a variety of municipal and government projects in water and wastewater treatment.

Water and Reclaimed Water Program Management, Clearwater, FL. Program manager for a system-wide potable water and reclaimed water main assessment and replacement program. This program not only includes the conceptual routing, design, permitting, and construction services for pipeline improvements that are in keeping with the big-picture goal of renewing critical infrastructure, but also the assessment and replacement methods to minimize impacts to service and critical roadways.

Consumer Court Lift Station Hydraulic Modeling and Permitting, Ocoee, FL. Project manager and EOR for a hydraulic analysis which was completed for the City of Ocoee to size the lift station components and confirm an existing gravity main could accept the flow from the new force main and gravity system connection along SR 50. The hydraulic analyses were used for the general FDEP permit approval. A jurisdictional wetland delineation and evaluation was completed to obtain the ERP and the U.S. Army Corps of Engineers permit.

Inflow and Infiltration Action Plan, Ocoee, FL. Project engineer for the City's I/I action plan to address high lift station run times and lift station capacity issues. The project involved smoke testing field work and the development of customized smoke testing data entry forms using the data point application for Android-based tablets.

Lift Station 10 Upgrade Hydraulic Analysis, Ocoee, FL. Project manager supporting the City's design effort for the design and permitting of the Lift Station 10 upgrade and removal of Lift Station 9. This analysis supplied the designers with existing and future pump duty points, performed pump model selection, and confirmed that Lift Station 10's existing force main would be adequately sized and the removal of Lift Station 9 was permissible.

Potable, Wastewater and Reclaimed Water Master Plan Consolidation, Casselberry, FL. Project manager to develop a consolidated Potable, Wastewater and Reclaimed Water Master Plan to guide the City's water and wastewater utility for the next 10-years. Each master plan was structured to determine and address the short-term and long-term challenges of each individual utility. Reiss provided a detailed master plan report summarizing the various reviews, site visits, field efforts and technical evaluations of the system, and a capital improvement project (CIP) program that included specific projects and an implementation schedule necessary for the City to expand, repair, replace and maintain the water and wastewater system and economically meet the City's level of service.

KEY PROJECT TEAM MEMBERS



MELANIE PECKHAM, PE

ROLE
Project Engineer

NO. OF YEARS WITH REISS
9 years

YEARS OF EXPERIENCE
17 years

REGISTRATION:
Professional Engineer
FL No.:
66487

EDUCATION:
BS, Environmental Engineering

Ms. Peckham has 17 years of experience in consulting and government engineering. Her expertise includes the planning, design, assessment, and construction of wastewater and potable water facilities and infrastructure. Ms. Peckham also has experience reviewing residential, commercial, and industrial site development plans for compliance with local and state regulations, as well as providing permitting and construction administration services.

Cranes Roost Stormwater Pump Station and Force Main Upgrades, Altamonte Springs, FL. Project manager for preliminary design, hydraulic modeling, final design documents, permitting, bidding, and construction administration services for the modifications to an existing stormwater pump station and pipeline improvements to route part of the flow to the City's Reuse Augmentation Facility.

Cocoa Pineda Causeway Water Main Addition Impact Evaluation, Cocoa, FL. QA/QC reviewer for the City of Cocoa's evaluation of two alternatives to add a second water main to the City of Melbourne's Pineda Causeway river crossing water transmission main project. The evaluation presented the technical issues and impacts to the project costs and schedule for the alternative selected by both cities. The impact to the overall cost to the City of Melbourne's project included construction and non-construction related costs.

Infrastructure Asset Evaluation of the Mims Public Water System, Brevard County, FL. Project manager for the assessment of the Mims Water Treatment Plant (WTP) and associated distribution system facilities' existing infrastructure integrity and condition for identification of repair and replacement costs, which will be necessary over the next 10 to 20 years. Services included project administration, data collection and review, field investigations, asset evaluations, and cost estimating.

Water Master Plan, Daytona Beach, FL. Assisted in a comprehensive water distribution system analysis. Analyzed population growth rates, water usage, bulk water sales agreements, and local system interconnects. Developed a facility reliability and capacity analysis for the City's WTPs. Determined necessary capital improvements to the water system (upgrades/replacement) over a 20-year period.

Altamonte/Apopka Reclaimed Water Main Conceptual Routing Analysis, Altamonte Springs, FL. Project engineer for the preliminary design of approximately 30,000 lf of 16-, 20-, and 24-inch reclaimed water main piping from the City's existing reclaimed water main tie-in on Maitland Boulevard (SR 414) to the City of Apopka's Water Reclamation Facility (WRF). Conceptual routing analyses included evaluation of five potential corridors for routing of the reclaimed water main (including SR 414, U.S. Highway 441, South Apopka Boulevard, Pinsly Railroad, and associated street ROWs), technical and preliminary constructability field reviews, coordination for hydraulic sizing and modeling of the mains, cost analysis of pipeline routing alternatives, recommendation for the preferred alternative alignment, and coordination with the City of Altamonte Springs, the City of Apopka, and Pinsly Railroad for potential route options.

KEY PROJECT TEAM MEMBERS



ALEJANDRO SOLANILLA, PE

ROLE
Project Engineer

NO. OF YEARS WITH REISS
6 years

YEARS OF EXPERIENCE
6 years

REGISTRATION:
Professional Engineer
FL No.:
87505

EDUCATION:
BS, Civil Engineering

BS, Environmental Engineering

Mr. Solanilla is a project engineer in the Winter Springs, Florida office of Reiss Engineering. Mr. Solanilla's knowledge applies to water and wastewater utility projects, including pipeline design (pressure and gravity) and lift station design. His background includes use of computer-aided design (CAD) and geographic information system (GIS) systems, and the use of hydraulic modeling software for planning and design purposes.

Water Quality Modeling Phase I and II, Orlando Utilities Commission, Orlando, FL. Project engineer leading this task, the primary objective of which is to evaluate and update the Orlando Utilities Commission's (OUC's) water quality model to optimize service to customers. An enhanced water quality model will provide OUC Water Production and Distribution staff a new dimension in predictive system performance monitoring, performance benchmarking, operations optimization, and regulatory compliance. Phase II included rebuild of complete Model which included calibration of the system and pumps. Analyses such as, storage evaluations, demand troubleshooting and a pilot UDF were also completed.

Mims Water Distribution System Improvements, Brevard County, FL. Project engineer for the development and calibration of a potable water hydraulic model. The model was then utilized to run various scenarios and perform alternative cost analyses, enabling the County to evaluate the existing capabilities and identify modifications required to improve water age, pressure, and velocity, as well as to maintain fire protection within the service area.

I-4 Water Main Contingency Planning, Orlando Utilities Commission, Orlando, FL. Alejandro served as a Project engineer and hydraulic modeler for this task. Based off of the Orlando Utilities Commission's request, Reiss assisted with contingency planning related to water mains that cross the I-4 corridor. These water mains could be impacted by the construction activities associated with the I-4 Ultimate project and OUC desired to have contingency plans in place to reliably address any service issues that may be encountered.

South Water Reclamation Facility Influent Pump Station and Upgrades, Orange County, FL. Project engineer assisted in pump station, hydraulic design, and cost set up for sub consultants. The project included the evaluation of four alternatives to expand the existing influent pumping capacity of 120-mgd peak flow without interrupting service.

I&I Osprey Sanitary Sewer Program, Titusville, FL. Project engineer, hydraulic modeler and field crew for testing. The City of Titusville owns and operates two Water Reclamation Plants that provide treatment of municipal sewage for the City. I&I contributions to the wastewater collection system can often be quite large and result in an increase in annual operating expense, as well as operational issues when disposing of the additional effluent. Staff assisted in the development and implementation of an effective sanitary sewer I&I identification and reduction program. The program was designed so that field testing and repairs are performed in a collaborative effort by the City, Reiss, and outside contractors.

KEY PROJECT TEAM MEMBERS



JONATHAN MCCARTHY, PE

Mr. McCarthy is a project engineer with experience in water/wastewater treatment, water resources, construction services, hydraulic modeling, and master planning, as well as water and air permit compliance.

ROLE
Project Engineer

NO. OF YEARS WITH REISS
7 years

YEARS OF EXPERIENCE
8 years

REGISTRATION:
Professional Engineer
FL No.:
85331

EDUCATION:
BS, Civil Engineering
BS, Environmental Engineering

Downtown Ocoee Sewer Plan, Ocoee, FL. Project engineer for conceptual sewer design, phasing, and hydraulic modeling of a future downtown gravity sewer system. Created a sub-system gravity hydraulic model to evaluate the identified gravity system with the proposed alternative infrastructure in the downtown area.

Potable and Reclaimed Water Systems Master Plan and Hydraulic Model Update, Altamonte Springs, FL. Project engineer for creating the potable hydraulic and water quality model and the reclaimed hydraulic model from the City's GIS, as-builts, supervisory control and data acquisition (SCADA), etc. Produced detailed potable and reclaimed water master plan reports that summarized the various technical evaluations of the system and a capital improvements program (CIP) that included specific projects and an implementation schedule necessary for the client to expand, repair, replace, and maintain the potable and reclaimed water systems and economically meet the client's level of service.

Cypress Lake Potable Water Transmission, Optimization, and Interconnection Analysis and Conceptual Design, The Water Cooperative of Central Florida and Reedy Creek Improvement District, FL. Project engineer for developing a 36-mgd conceptual design, and hydraulic and water quality model for transmission and optimization of the Cypress Lake supply water in concert with existing potable water sources to facilitate the efficient and cost-effective transfer and transmission of potable water among five major Central Florida utilities.

Wastewater and Water Hydraulic Model Flow Update, Orange County, FL. Project engineer for updating the demand information for the water and wastewater hydraulic models to ensure the models accurately and relevantly support planning and operational decision making. Utilized Orange County Utilities GIS data to assign new pump station area boundaries to unmatched pump station locations for the wastewater demands. The hydraulic modeling services project included completion of minor studies to support Engineering and Water Division staff as needed.

Miscellaneous Engineering and Hydraulic Modeling Services, Clearwater, FL. Project engineer for miscellaneous advanced hydraulic modeling services for the City's potable water distribution system compliance reports. Two tasks were completed under this scope. The first task used trace analysis capabilities of the hydraulic modeling software to reduce the number of households required to receive notification for a water quality parameter exceedance event (related to the Stage 2 D/DBP Rule). The second task used the hydraulic model to determine the impacts of taking a large storage tank offline on the water age in the distribution system. This task also reviewed the potential for fire protection and storage requirement impacts.

PROJECT ORGANIZATION AND COORDINATION STRUCTURE

ocoee
florida

PROJECT MANAGER — **PRINCIPAL-IN-CHARGE**

Edward Talton, Jr., PE — C. Robert Reiss, PhD, PE

QUALITY ASSURANCE/ QUALITY CONTROL

Kelcia Mazana, EI

ASSISTANT PROJECT MANAGER

Chad Meisel, PE

TREATMENT STUDIES

Glenn Dunkelberger, PE, BCEE
James Hagerty, PE

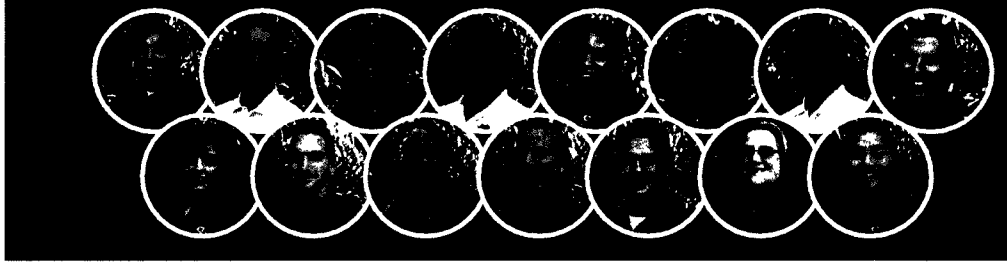
HYDRAULIC MODELING

Weston Haggen, PE
Alejandro Solanilla, PE

DEVELOPMENT REVIEW/ PLANNING

Melanie Peckham, PE
Jonathan McCarthy, PE

WE HAVE A LOCAL STAFF OF 45 PROFESSIONALS IN OUR CENTRAL FLORIDA OFFICES READY TO ASSIST ON PROJECTS AS NEEDED





APPROACH

The City utilizes hydraulic models to support decision making for expanding, rehabilitating and improving its existing water, wastewater and reclaimed water systems. Modeling can support key engineering, planning and operations decisions to efficiently operate and expand the City's water utilities. Hydraulic models have provided the City value in development reviews, particularly identifying and resolving potential capacity impacts, as well as permitting, operational improvements and system trouble shooting.

The Reiss approach matches the scope of work requested as described below. Our approach is simple, to work hand-in-hand with the City's staff to update and utilize the City's hydraulic models using the cutting edge modeling software and experienced engineers. Updates in model structure and detailed demand/flow allocations will keep the model foundation sound and available field data can validate/calibrated models. Our mission is to update and maintain hydraulic models so that you have confidence in simulations to truly reflect actual field conditions.

DEVELOP AND MAINTAIN MODELS

"Developing and maintaining hydraulic models for potable water, reclaimed water, and sanitary sewer systems including collection, distribution, and transmission components."

Reiss has extensive experience with the City's existing hydraulic models for potable water distribution, reclaimed water distribution and sanitary sewer collection and transmission having constructed them; this will save the City considerable time and budget updating and maintaining the models. The models have been updated with key information over the past several years and with the City's recent significant development growth and downtown initiatives could be further improved by updating key inputs. Small to medium levels of field calibration would further validate the models' accuracy and agreement with actual field conditions. Calibration or verification can also help identify field related anomalies, such as closed valves or worn pump impellers that can help improve system performance.

The approach to updating the hydraulic model starts with verifying model structure including pipes, nodes, pumps, tanks, connections, autoflushers and elevations. The model structure would be compared with the City's latest AutoCad and GIS data to capture up to date system expansions and modifications. With new pipes and nodes in place, demand and flow allocations can be updated with the City's latest customer meter billing database. Model demand and flow allocations drive model accuracy. Reiss is intimately familiar with the City's customers having geo-coded water meter billing data previously. Averaged billing data would be into water models and converted into wastewater flows spatially allocated into the hydraulic models. Once structure and demand/flows are updated, Reiss and the City can proceed with field verification using field collected and/or available flow, pressure, and level information to improve the models' accuracy and potentially locate field irregularities. Calibration does not have to be system wide but can be focused or targeted in areas of concern to minimize data collection efforts and cost.

REVIEW DEVELOPMENT IMPACTS

"Assessing impacts of proposed developments and their respective flow contributions on the City's existing infrastructure and evaluating existing and future system requirements."

The Western Force Main has been completed and is functioning as planned providing redundancy and capacity to serve expected future development on the western half of the City including the Downtown corridor. The City utilizes the hydraulic models to integrate development's potable water, reclaimed water, and sanitary sewer systems services into the Ocoee's existing systems without significant impact to existing customer's service. If downstream impacts are identified upfront, the City can work with developers to construct facilities

that abate the impacts via solutions identified using hydraulic analyses. Reiss Project Manager, Ed Talton has provided development review for over 20 years in Central Florida including for the City of Ocoee. Our project engineer, Jonathan McCarthy served in a development review role for the City of Orlando and has significant experience in this role. Reiss' 7+ years of identical development review services for the City of Ocoee provides efficiency and no learning curve to apply the City's engineering standards and review process to assimilating new connections minimizing capital and operating costs.

The City will benefit by Reiss ensuring that development engineers design facilities that not only meet City engineering standards, but function seamlessly with the City's existing and future infrastructure. The City's models have both existing and future scenarios that enable forecasting future conditions so that parallel lines or pump upgrades are not required. This has and will continue to save the City significant future costs.

One approach that has worked well for the City has been modeling work sessions with staff. Computer model runs are made together with City staff that provide on-the-fly input and direction. This approach saved the City tens of thousands of dollars on the State Road 50 widening project by eliminating unnecessary piping re-construction. The potable water model also has the capability to perform a detailed fire flow analysis. We will work with the Utility staff and Fire Department to identify standard values for fire flow requirements for the various locations throughout the City. We understand that the ability to provide sufficient fire flow service to the entire City is important. The hydraulic model is an extremely valuable tool for line size replacement for both fire flow and for other issues such as small (2") pipe replacement and aging pipe issues. The model can be used to develop a priority list for infrastructure improvements that will provide the best value for the City, not only for replacement, but for sizing to meet future conditions.

MODELING SUPPORT WORK

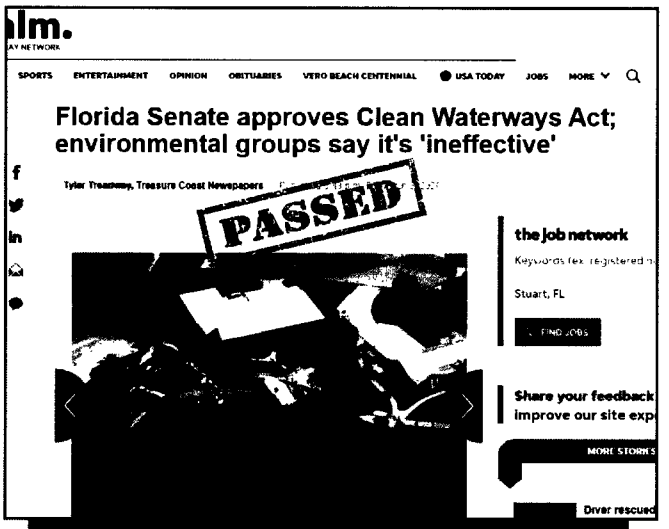
"Recommendation of model parameters, coordination with the City to update the City's utility system in to the modeling environment, compilation of data required by the model, formation of alternative networks, model operation, utilities studies, recommendations on operation equipment and maintenance, and other services associated with municipal utility modeling and other utility operation improvement."

Reiss will utilize an approach that has made us a leader in hydraulic modeling for municipal Utility needs here in central Florida. Our staff utilizes cutting edge modeling processes and methods that have brought national and local recognition for the specific services desired by the City of Ocoee in this RFQ. As shown throughout this proposal, our key staff has performed these exact services for numerous Florida municipalities and specifically for many of the local Utilities right here in central Florida, including a recent wastewater model up-date for the City of Ocoee (City). Our Team knows the City and the issues facing the Utility with respect to planning and will use this knowledge to get the most out of these excellent hydraulic modeling tools cost effectively.

Reiss will provide the City with experience and depth of resources to ensure that that the City has high quality and accurate models and that support services are in place to transfer utility system data into the models, form alternative networks, operate the model, and provide other support services to the City. Mr. Talton will work with your staff to evaluate various scenarios to make key planning and engineering decisions, as well as support the staff for the Downtown Master Plan and support communication with the City Commission. The same situation is true for the City of Melbourne, the City of St. Cloud, the City of Tampa and Toho Water Authority. For these municipalities, we have built and (in most cases) calibrated either their water, wastewater and/or reclaimed water models. Additionally, we remain under contract to these municipalities to answer engineering and planning

questions. We are also currently working for the Cities of Sanford and Orange City to up-date and calibrate their wastewater and water models.

Part of the City falls within the Wekiva River Basin which in October of 2015 a Basin Management Action Plan (BMAP) was published which describes a need for septic tank conversion to a central sewer system. The City has been proactively planning and implementing this conversion including the Bluford Avenue corridor that Reiss assisted with gravity pipe layouts. Reiss' recent experience with Seminole County's Wekiva River septic tank conversion plan will also benefit the City. Senate Bill 712 Environmental Resource Management (aka the Clean Waterways Act) was passed in March of 2020 and similarly prescribes septic to sewer conversion. SB 712 provides funding mechanisms; Reiss can assist the City of Ocoee pursue funding for this important initiative to minimize rate impacts on new and existing customers.



In March 2020 Senate Bill 712 Environmental Resource Management (Clean Waterways Act) was passed

ABILITY TO MEET TIME AND BUDGET REQUIREMENTS

In order to meet the City of Ocoee's (City) project deadline, the City needs an engineering team that:

- Possesses proven communication skills;
- Has previous experience in managing water quality and compliance projects;
- Provides innovative and proven techniques for maintaining schedules and budgets; and,
- Manages the time commitments of key staff to ensure project success.

Reiss philosophy of project delivery includes the concept that schedule, and the ability to produce work products quickly and accurately, is truly a primary priority of execution of municipal projects. Reiss has provided municipalities similar to the City with a significant quantity of work products, technical assistance, and additional "extension-of staff" type resources for a variety of water quality and compliance projects. We encourage the City to contact our municipal references relative to the technical proficiency of the staff members assigned, schedule compliance, as well as any other areas that are of particular importance to you.

Our project team is structured such that Edward Talton will be directly responsible to you for time and budget requirements, with ongoing coordination and communication. Our leadership team is pleased to offer Mr. Talton as our proposed Project Manager as an industry expert in hydraulic modeling.

Our firm manages project schedules and budgets using Deltek Ajera, one of the most popular and feature-rich Project Budget and Project Management software packages in the industry. Both the contracted schedule and budget in our Task Order with you is loaded into Ajera at the enrollment of the project, thus setting the mark by which you and we will evaluate schedule and budget success.

Our Project Managers have access to real-time, detailed information on spend rates, who is charging to their project, a comparison of planned versus actual level of project completion, and many other queries and reports to help them manage their work. In addition, there is a corporate-level review and reporting on each open project every month by our Chief Financial Officer, which is shared with our engineering managers. Each project manager receives a custom report with the information associated with each of the projects they are leading. To better capture issues before they get too far, we perform a weekly review led by our CFO and attended by our Management Team of the Top Ten projects approaching or exceeding budget or schedule limits. We are committed to completing tasks for Ocoee on time and within budget.

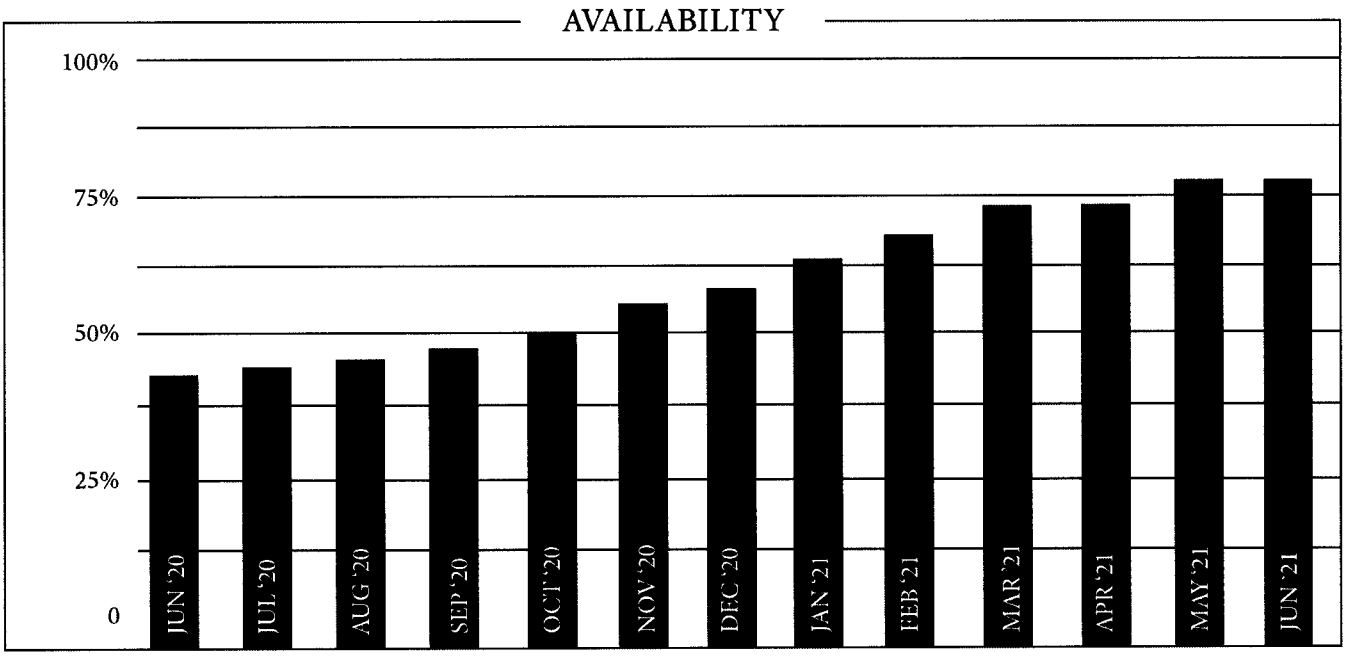
"REI (REISS) HAS CONTINUALLY MET SCHEDULE AND BUDGET COMMITMENTS WHILE DELIVERING QUALITY RESULTS"

Ed Gil de Rubio, Executive Director
SSNOCWTA

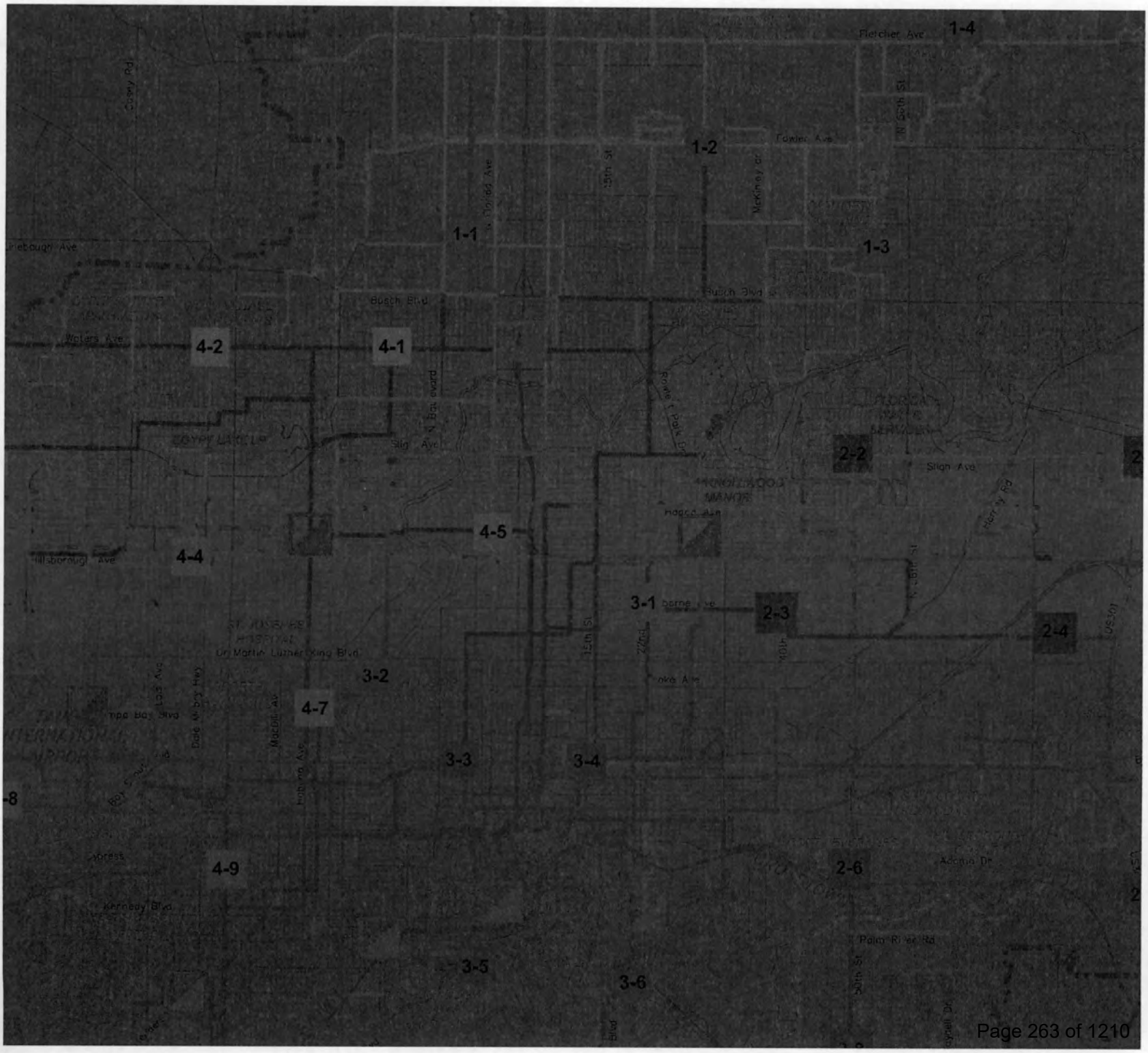
PROJECT WORKLOADS AND AVAILABILITY

One of the City of Ocoee's primary priorities for this assignment, beyond identifying qualified consulting firms, is to contract with firms that have the necessary personnel and available capacity to perform the critical tasks to complete this contract. Reiss Engineering's designated members and its staff are ready and available to serve the City on this contract. All members of Reiss are committed to providing the highest quality service to the City and have available capacity to complete any projects which may arise from this contract.

With respect to current workload, Reiss has a team of 45 employees capable of delivering for you. Our current backlog of formal commitments and contracts has been compared to the manpower available in our firm through June 2021. **As illustrated in the figure below, we have more than ample staff to execute any project that may arise under this continuing contract.**



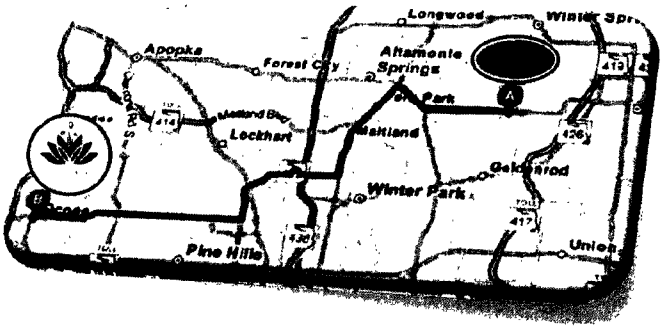
II. FIRM'S OFFICE LOCATION & OTHER FORMS



II. FIRM'S OFFICE LOCATION & OTHER FORMS

OFFICE LOCATION

Based on the nature and importance of the services requested in this RFQ, it is clear that the City of Ocoee needs to contract with firms capable of providing assistance quickly and effectively. The location of project team members can play a significant role in the ability of a firm to respond to project demands. With Reiss Engineering's Corporate office only 21 miles and 30 minutes from City Hall, our team will be able to respond quickly to the City's needs.



Reiss Engineering, Inc.
1016 Spring Villas Point
Winter Springs, FL 32708
407.679.5358

Reiss' corporate office is located in Winter Springs, and will be the location from which performance and supervision of engineering services for the City will occur. Reiss' location will allow us to provide efficient and effective service to the City, and our reputation for providing personalized services to clients in central Florida strongly supports our ability to provide service to the City on this project.

COMPANY INFORMATION SHEET

COMPANY INFORMATION/SIGNATURE SHEET RFQ #20-006

FAILURE TO COMPLY WITH THESE RFQ INSTRUCTIONS WILL RESULT IN DISQUALIFICATION OF YOUR QUALIFICATION PACKAGE. PLEASE SIGN BELOW ATTESTING THAT YOU HAVE READ AND UNDERSTAND ALL RFQ INSTRUCTIONS AND THAT YOU UNDERSTAND THAT THE SUCCESSFUL RESPONDENT WILL BE REQUIRED TO ENTER INTO A LEGALLY BINDING CONTRACT WITH THE CITY OF OCOEE.

Reiss Engineering, Inc.
COMPANY NAME

407.679.5358
TELEPHONE (INCLUDE AREA CODE)

407.679.5003
FAX (INCLUDE AREA CODE)

marketing@reisseng.com
E-MAIL ADDRESS

Edward H. Talton, Jr.
AUTHORIZED SIGNATURE (manual)

IF REMITTANCE ADDRESS IS DIFFERENT FROM PURCHASE ORDER ADDRESS, PLEASE INDICATE BELOW:

Edward Talton, Jr., PE/Vice President
NAME/TITLE (PLEASE PRINT)

1016 Spring Villas Point
STREET ADDRESS

Winter Springs, FL 32708
CITY STATE ZIP

FEDERAL ID # 59-3546309

____Individual __X__Corporation ____Partnership ____Other (Specify)_____

Sworn to and subscribed before me by means of ☐ physical presence or ☐ online notarization this 16th day of June, 20 20.

Personally Known ✓ or

Produced Identification_____

_____
(Type of Identification)

Notary Public - State of Florida
County of Seminole

Jomara Munoz
Signature of Notary Public

Jomara Munoz
Printed, typed or stamped
Commissioned name of Notary Public

JOMARA MUNOZ
Notary Public - State of Florida
Commission # GG 318728
My Comm. Expires Jun 15, 2023
Bonded through National Notary Assn.

CONFLICT OF INTEREST DISCLOSURE FORM

ocoee
florida

RFQ CONFLICT OF INTEREST DISCLOSURE FORM

RFQ #20-006 – Continuing Engineering Services Utility Modeling 14

The award of this contract is subject to the provisions of Chapter 112, Florida Statutes. All Proposers must disclose within their Proposal: the name of any City of Ocoee employee, Mayor or City Commissioner, other City Official, or City Consultants, who owns assets or capital stock, directly or indirectly, in the Proposer's firm or any of its branches, or would directly or indirectly benefit by the profits or emoluments of this proposal. (Indirect ownership or benefit applies to any members of his or her immediate family.) Proposer certifies that no member of the entity's ownership or management is presently applying for an employee position or actively seeking an elected position with the City. In the event that a conflict of interest is identified in the provision of services, Proposer agrees to immediately notify the City in writing.

The purpose of this disclosure form is to give the City the information needed to identify potential conflicts of interest for the City Commission, Evaluation Committee members, and other key City employees and consultants involved in the award of this contract.

According to Chapter 112, Florida Statutes, the term "conflict of interest" "means a situation in which regard for a private interest tends to lead to disregard of a public duty or interest", and refers to situations in which financial or other personal considerations may adversely affect, or have the appearance of adversely affecting, an employee's professional judgment in exercising any City duty or responsibility in administration, management, instruction, research, or other professional activities.

Please check one of the following statements and attach additional documentation if necessary:

x To the best of our knowledge, the undersigned firm has no potential conflict of interest for this Proposal.

_____ The undersigned firm, by attachment to this form, submits information which may be a potential conflict of interest for this Proposal.

Acknowledged by:

Reiss Engineering, Inc
Firm Name

Edward H. Talton, Jr.
Signature

Edward Talton, Jr., PE—Vice President
Name and Title (Print or Type)

June 16, 2020
Date

ADDENDA

Provide a summary of any litigation, claim(s), bid or contract dispute(s) filed by or against the Bidder in the past five (5) years which is related to the services that the Bidder provides in the regular course of business. The summary shall state the nature of the litigation, claim, or contact dispute, a brief description of the case, the outcome or projected outcome, and the monetary amounts involved. If none, then please say so.

Litigation statement is attached

(Attach additional sheets if necessary)

ACKNOWLEDGEMENT OF ADDENDA:

Bidder acknowledges receipt of the following addenda:

No. N/A Dated _____
No. _____ Dated _____
No. _____ Dated _____

Edward H Jobson Jr.

(Remainder of page left blank intentionally.)

LITIGATION HISTORY

Reiss Engineering, Inc. (Reiss) provides a wide range of services, including design and construction of water treatment, wastewater, and reuse water facilities, as well as planning and permitting services. With a historical focus on advanced potable water supply and water quality studies, and an impressive resume of complex design projects, Reiss Engineering, Inc. has established itself as an industry leader in civil and environmental consulting engineering.

Over the past 20 years, Reiss has completed more than 1,000 projects for more than 140 clients, with the majority throughout the State of Florida. In the last 5 years, Reiss has been involved in litigation relating to two projects on which we provided services. One case was settled in mediation with paying a minimal nuisance value toward the settlement and the second and third cases are pending. Details of these litigations involving Reiss are as follows:

Damage to force main during public roadway improvement project:

- A general contractor damaged an underground force main during a public roadway improvement project located in east Orange County. Reiss Engineering, Inc. provided on-call engineering and utility locate services to the South Seminole & North Orange County Wastewater Transmission Authority (SSNOCWTA), the owner of various underground utilities located within the boundaries of the project.
- In 2014, the project general contractor's general liability insurer brought suit against SSNOCWTA seeking reimbursement for costs to repair the force main. SSNOCWTA enjoined Reiss Engineering, Inc. as a third-party in the suit seeking contractual indemnity for all or part of the damages based solely upon the alleged deficiencies in the utility locate services provided by Reiss' subcontracted professional surveyor, Southeastern Surveying and Mapping, Inc. and did not allege any negligence on the part of Reiss. The case was mediated and settled in 2017, with all five defendants, including Reiss, mutually agreeing to pay an equal and nominal nuisance payment toward the settlement.

Subcontractor final payment dispute:

- Reiss Engineering Inc., in its capacity as design consultant/design professional for WPC Industrial Contractors, Inc. (design-builder), completed a design-build project for Hillsborough County, Florida that provided for a new 10 MGD wastewater pump station (Delwood Master Pump Station) to divert flows from the decommissioned Dale Mabry Advanced Wastewater Treatment Plant to the County's expanding Northwest Wastewater Treatment Facility. Reiss terminated its original subcontractor for electrical engineer of record services, Engineering Design Technologies, Corp. (EDT) under the "termination for convenience" provisions of its subconsultant agreement with consent of Hillsborough County and WPC Industrial Contractors. In 2018, EDT filed suit claiming non-payment for services. The case is on-going.

Final payment dispute:

- Reiss Engineering Inc., in its capacity as design consultant/design professional for WPC Industrial Contractors, Inc. (WPC), completed a design-build project for Hillsborough County, Florida that provided for a new 10 MGD wastewater pump station (Delwood Master Pump Station) to divert flows from the decommissioned Dale Mabry Advanced Wastewater Treatment (AWT) Plant to the County's expanding Northwest Wastewater Treatment Facility. Hillsborough County paid approximately $173,000 to WPC for the express purpose of payment to Reiss Engineering, Inc., which WPC failed to do. Reiss also provided additional project related services for which WPC has failed to pay Reiss. In 2019, Reiss filed suit against WPC and its bonding company claiming non-payment for services. The case is on-going.

With an impressive history of project successes and nominal litigation experiences, Reiss has been widely embraced by clients in need of the expertise, customer service, and attention to detail offered by the firm's staff. If you have any specific questions or concerns about this disclosure, please feel free to contact us to discuss further.

City of Ocoee | RFQ #20-006

CONTINUING ENGINEERING SERVICES FOR UTILITY MODELING AND MINOR UTILITY STUDIES

June 11, 2020



REISS ENGINEERING



Submitted by:
Reiss Engineering, Inc.
1016 Spring Villas Point
Winter Springs, FL 32708
PM: Edward Talton, Jr., PE
407.679.5358
ehtalton@reisseng.com

To:
City of Ocoee
Finance Department/Purchasing
150 N. Lakeshore Drive
Ocoee, Florida 34761

CITY OF OCOEE

REQUEST FOR QUALIFICATIONS (RFQ) #20-006

CONTINUING ENGINEERING SERVICES FOR UTILITY MODELING AND MINOR UTILITY STUDIES



Request for Qualifications, Legal Advertisement

The City of Ocoee, Florida (the "City") is soliciting sealed statements of qualifications for **RFQ #20-006 CONTINUING ENGINEERING SERVICES FOR UTILITY MODELING AND MINOR UTILITY STUDIES.** Qualification packages will only be accepted electronically through Negometrix4, a free e-Procurement platform, **until 2:00 pm, local time, on June 16, 2020.** Qualification packages received after that time or through any other method will not be accepted under any circumstances. Qualification packages that have been timely received will be publicly opened virtually online and the names of the responding firms read aloud at that time; instructions will be provided at https://www.ocoee.org/959/Public-Bid-Meetings. All questions regarding this RFQ should be in writing to Vanessa Anthony, Purchasing Technician, Finance Department/Purchasing vanthony@ocoee.org. No Pre-submittal conference is scheduled at this time. Prospective respondents may secure a copy of the documents required for submitting statements of qualifications at no charge through Negometrix4 by accessing the City's published solicitation page at https://app.Negometrix4.com/buyer/748. Please visit https://www.ocoee.org/323/Purchasing for more information. Prospective respondents will be provided with all information regarding this RFQ, addenda, and changes to the project requirements through the Negometrix4 platform.

Melanie Sibbitt, City Clerk

Orlando Sentinel, May 17, 2020.

CITY OF OCOEE
REQUEST FOR QUALIFICATIONS "RFQ" #20-006
CONTINUING ENGINEERING SERVICES FOR
UTILITY MODELING AND MINOR UTILITY STUDIES

A. INTRODUCTION AND GENERAL INSTRUCTIONS

1. The City of Ocoee, Florida, in conformance with the Consultants' Competitive Negotiations Act (CCNA), Florida Statutes Section 287.055, and the policies and procedures of the City of Ocoee (City) is soliciting statements of qualifications from qualified professional engineering firms that are interested in providing potable water, reclaimed water, and sanitary sewer utility modeling services and associated utility studies within the Ocoee Utility Services Area (present and/or future) in western Orange County.

   Responding firms (Respondent, Firms, Bidder, Proposer) must be experienced in providing engineering services for projects of a scope and nature comparable to those described. Use of qualified subconsultants for specialty work is acceptable. To be considered, the firm shall be qualified by a licensed professional in accordance with Florida State law and be familiar with all applicable State of Florida, St. Johns River Water Management District, Orange County, and City land development codes, regulations, and laws, and with City and Orange County construction standards.

2. The City intends to award a contract to one (1) qualified engineering firm to perform the required services. In determining whether a firm is qualified, the City shall consider the Evaluation criteria set forth in this RFQ. The Firm selected by the City will provide utility modeling services and minor utility studies to the City on an as-needed basis, which will be assigned using task orders issued by the City under the continuing contract. The contracts shall automatically be renewed annually, unless terminated by the City in writing, for a maximum of five years from the date of execution, and one (1) additional optional renewal option, unless otherwise terminated by either party, in writing, given 30 days notice.

3. Prospective respondents may secure a free copy of the documents required for submitting a response through Negometrix4 by accessing the City's published solicitation page at https://app.Negometrix4.com/buyer/748. Please visit https://www.ocoee.org/323/Purchasing for more information. Prospective respondents will be provided with all information regarding this RFP, addenda, and changes to the project requirements through the Negometrix4 platform. Partial sets of the documents required for submitting a statement of qualifications will not be issued. By using Negometrix4, prospective respondents will be provided with all information regarding this RFQ, all addendums and changes to the project requirements; there is no charge to use the Negometrix4 e-procurement platform.

4. Each qualification package should consist minimally of a cover letter, statement of qualifications, conflict of interest disclosure form and company information form (attached at the end of these instructions). Please also include a copy of all applicable licenses held by firms or key subconsultants proposing to perform the work. Statements

of qualifications should be limited to a total of **fifty (50) 8.5"x 11" pages** (including any resumes and maximum 2-page cover letter but excluding front and back covers, dividers, table of contents, and company information form), single-sided, portrait orientation, 12-point font. Additional submission instructions are supplied below in Section D. Any qualifications package failing to conform to these specifications may be subject to rejection. **The person signing the signature sheet on behalf of the respondent must have the legal authority to bind the respondent to the submitted qualification package and shall be understood to do so.** All expenses for providing qualification packages to the City shall be borne by the respondent.

5. The City utilizes Negometrix4, an e-procurement platform. The City is **ONLY** accepting electronic solicitation responses online through the City's Negometrix4 platform at https://app.Negometrix4.com/buyer/748. This link can also be accessed through the City's website at https://www.ocoee.org/323/Purchasing under the ***Current Open Solicitations*** menu. All responses for this bid **MUST** be submitted through the Negometrix4 platform. Bid/RFP/RFQ submissions received in any other format will not be accepted; no paper, fax, or e-mailed submissions will be accepted. **There is no charge to use the Negometrix4 electronic bid submission platform**.

   Registration with Negometrix4 is free and is required prior to submitting a bid response. You will be required to register once you click the PARTICIPATE BUTTON in the solicitation file. It is suggested your company register no later than 24 hours in advance of the bid submission deadline to ensure proper registration. Should your company need assistance with registering, please contact the Negometrix4 Service Desk by calling (724) 888-5294 or by emailing servicedesk.us@Negometrix4.com.

   Once your company is registered with Negometrix4, you will be able to submit your bid/proposal/qualification statement securely, anytime before the bid deadline, at https://app.Negometrix4.com/buyer/748 by clicking the PARTICIPATE BUTTON under the solicitation. Bids/Proposals/Qualification Statements submitted on Negometrix4 will remain locked and inaccessible by City staff until the bid deadline. Respondents are encouraged to allow ample time to upload and submit your Response as the system will automatically lock responses upon the bid deadline. A virtual public bid opening will be held on the date and time indicated below. Details on how to access the virtual bid opening will be located on the City's website at https://www.ocoee.org/959/Public-Bid-Meetings.

6. Respondents shall submit one (1) complete electronic copy, preferably in a single file, of their qualifications package on the Negometrix4 platform. Qualification packages must be received by Negometrix4 no later than **2:00 p.m. (local time) on June 16, 2020.** Any qualification package received after the above-noted time will not be accepted under any circumstances. Any uncertainty regarding the time a qualification package is received will be resolved against the Respondent. It shall be the sole responsibility of the Respondent to have the qualifications package **uploaded and submitted** on the Negometrix4 e-procurement platform prior to the due date and time.

7. Please submit all Questions within Negometrix4 platform in the Question & Answer tab before the deadline specified in the schedule or through written inquires directed to Vanessa Anthony, Purchasing Technician at vanthony@ocoee.org. Deadline for receipt of written inquiries will be **June 9, 2020 at 2:00 p.m., local time.**

8. Potential Respondents should not contact City staff, with the exception of the Purchasing Technician, or other City consultants or City Commission for information regarding this RFQ before the project award date. Any contact with any other member of the City Staff, City Commission, or its consultants during the RFQ, award, and protest period may be grounds for Respondent disqualification.

9. Action on qualification packages is expected to be taken by the City Commission within ninety (90) days of the submission opening date; however, no guarantee or representation is made herein as to the time between receipt of the qualification package and subsequent City Commission action. A more detailed schedule is given below.

10. All applicable laws and regulations of the United States, the State of Florida, and the City of Ocoee will apply to any resulting Agreement. The provisions of the Consultant's Competitive Negotiations Act (Section 287.055, Florida State Statutes) shall apply, where applicable.

11. The successful Respondent shall be required to execute an Agreement, in form and content acceptable to the City, indemnifying and holding harmless the City, its officials, officers, employees, and agents from all claims.

12. CONVICTED VENDOR LIST (PUBLIC ENTITY CRIME): A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a proposal on an award to provide any goods or services to a public entity, may not submit a proposal on an award with a public entity for the construction or repair of a public building or public work, may not submit proposals on leases of real property to a public entity, may not be awarded or perform work as a Contractor, Supplier, Subcontractor, or Consultant under a award with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in section 287.017 for Category Two for a period of 36 months from the date of being placed on the convicted vendor list. [See Florida State Statute 287.133 (2) (a).

13. FLORIDA PUBLIC RECORDS LAW. In accordance with Chapter 119, Florida Statutes, and, except as may be provided by Chapter 119, Florida Statutes, and other applicable State and Federal Laws, all Bidders should be aware that the proposal and the responses thereto are in the public domain and are available for public inspection. Respondents are requested, however, to identify specifically any information contained in their proposal that they consider confidential and/or proprietary and that they believe to be exempt from disclosure, citing specifically the applicable exempting law. All proposals received in response to this request for qualifications become the property of the City and will not be returned. In the event of an award, all documentation produced as part of the contract will become the exclusive property of the City.

PUBLIC RECORDS COMPLIANCE. The City of Ocoee (City) is a public agency subject to Chapter 119, Florida Statutes. The Contractor agrees to comply with Florida's Public Records Law. Specifically, the Contractor shall:

1. Keep and maintain public records required by the City to perform the service.
2. Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in chapter 119, Florida Statutes, or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from the public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Contractor does not transfer the records to the City.
4. Upon completion of the contract, Contractor agrees to transfer at no cost to the City all public records in possession of the Contractor or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public record to the City upon completion of the contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.
5. A Contractor who fails to provide the public records to the City within a reasonable time may be subject to penalties under section 119.10, Florida Statutes.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 407-905-3100, EXTENSION 1022, CCDL@OCOEE.ORG, WITH AN OFFICE LOCATED AT 150 NORTH LAKESHORE DRIVE, OCOEE, FLORIDA 34761

14. PATENT INDEMNITY: Except as otherwise provided, the successful respondent agrees to indemnify the City and its officers, agents, and employees against liability, including costs and expenses for infringement upon any letters patent of the United States arising out of the performance of this Contract or out of the use or disposal by or for the account of the City or supplies furnished or construction work performed hereunder.

    Further, the Respondent shall fully indemnify, defend, and hold harmless the City and its officers, agents, and employees from any suits, actions, damages, and costs of every name and description, including attorneys' fees, arising from or relating to violation or infringement of a trademark, copyright, patent, trade secret, unpatented invention, or intellectual property right. If the bidder uses any design, device, or materials covered by letters, patent, or copyright, it is mutually agreed and understood without exception that the bid price shall include all royalties or cost arising from the use of such design, device, or materials.

15. Conflict of Interest/Non-Collusion Certification:

a) Respondent declares that the only persons or parties interested in their proposal are those named herein, that this proposal is, in all respects, fair and without fraud and that it is made without collusion with any other vendor or official of the City of Ocoee. Neither the Affiant nor the above-named entity has directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive pricing in connection with the entity's submittal for the above project. This statement restricts the discussion of pricing data until the completion of negotiations and execution of a contract for the described services.

b) Respondent certifies that no City Commissioner, other City Official, or City employee directly or indirectly owns assets or capital stock of the Responding entity, nor will directly or indirectly benefit by the profits or emoluments of this proposal. (For purposes of this paragraph, indirect ownership or benefit applies to any members of his or her immediate family)

c) Respondent certifies that no member of the entity's ownership or management is presently applying for an employee position or actively seeking an elected position with the City. In the event that a conflict of interest is identified in the provision of services, Respondent agrees to immediately notify the City in writing. **Respondent must submit the attached Conflict of Interest Disclosure Form.**

d) Respondent further declares that a careful examination of the scope of services, instructions, and terms and conditions of this RFQ has occurred, and that the proposal is made according to the provisions of the RFQ documents, and will meet or exceed the scope of services, requirements, and standards contained in the RFQ documents.

e) Respondent agrees to abide by all conditions of the negotiation process. In conducting negotiations with the City, Respondent offers and agrees that if this negotiation is accepted, the Respondent will convey, sell, assign, or transfer to the City all rights, title, and interest in and to all causes of action it may now or hereafter acquire under the anti-trust laws of the United States and the State of Florida for price fixing relating to the particular commodities or services purchased or acquired by the City. At the City's discretion, such assignment shall be made and become effective at the time the City tenders final payment to the Respondent. The proposal constitutes a firm and binding offer by the Respondent to perform the services as stated.

16. The City reserves the right to accept or reject any or all proposals, to waive formalities, technicalities or irregularities, to request clarification of information submitted in any proposal, or to re-advertise for new proposals. The City may accept any item or group of items of any proposal, unless the Respondent qualifies its proposal by specific limitations. The City may accept one or more proposals if, in the City's discretion, the City determines that it is in the City's best interest to do so.

    The City reserves the right to award the contract to the Respondent which, in the City's sole discretion, is the most responsive and responsible Respondent The City reserves the right, as an aid in determining which proposal is responsible, to require a Respondent to submit such additional evidence of Respondent's qualifications as the City may deem necessary, and may consider any evidence available to the City of the financial, technical, and other qualifications and abilities of a Respondent, including past performance (experience) with the City and others. The City Commission shall be the final authority in the selection of any and all proposals.

B. INSURANCE TERMS AND CONDITIONS

The successful respondent shall be required to provide evidence of both General (Public & Property) Liability and Professional (Design Errors and Omissions) Liability Insurance in the form of a certificate of insurance issued on behalf of the City of Ocoee and naming the City as an additional insured, by companies acceptable to the City at the minimum limits and coverages listed below with deductible amounts acceptable to the City. The selected consultant shall not commence any work in connection with an Agreement until all of the following types of insurance have been obtained and such insurance has been approved by the City, nor shall the consultant allow any subconsultant to commence work on a subcontract until all similar insurance required of the subconsultant has been so obtained and approved. Policies other than Workers' Compensation shall be issued only by companies authorized by subsisting certificates of authority issued to the companies by the Department of Insurance of Florida which maintain a Best's Rating of "A" or better and a Financial Size Category of "VII" or better according to the A.M. Best Company. Policies for Workers' Compensation may be issued by companies authorized as a group self-insurer by F.S. 440.57, Florida Statutes.

1. Loss Deductible Clause: The City shall be exempt from, and in no way liable for, any sums of money which may represent a deductible in any insurance policy. The payment of such deductible shall be the sole responsibility of the General Consultant and/or subconsultant providing such insurance.

2. Workers' Compensation Insurance: The Consultant shall obtain during the life of this Agreement, Worker's Compensation Insurance with Employer's Liability Limits of $500,000/$500,000/$500,000 for all the Consultant's employees connected with the work of this project and, in the event any work is sublet, the Consultant shall require the subconsultant similarly to provide Workers' Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by the Consultant. Such insurance shall comply fully with the Florida Workers' Compensation Law. In case any class of employees engaged in hazardous work under this contract for the City is not protected under the Workers' Compensation statute, the Consultant shall provide, and cause each subconsultant to provide adequate insurance, satisfactory to the City, for the protection of the Consultant's employees not otherwise protected. Include Waiver of Subrogation in favor of the City of Ocoee.

3. Consultant's Public Liability and Property Damage Insurance: The Consultant shall obtain during the life of this Agreement COMMERCIAL AUTOMOBILE COVERAGE, this policy should name the City of Ocoee as an additional insured, and shall protect the Consultant and the City from claims for damage for personal injury, including accidental death, as well as claims for property damages which may arise from operations under this Agreement whether such operations be by the Consultant or by anyone directly or indirectly employed by the Consultant, and the amounts of such insurance shall be the minimum limits as follows:

4. Automobile Bodily Injury Liability & Property Damage Liability
   - $1,000,000 Combined single limit per occurrence (each person, each accident)
   - All covered automobile will be covered via symbol 1
   - Liability coverage will include hired & non-owned automobile liability

- Include Waiver of Subrogation in favor of The City of Ocoee

5. Comprehensive General Liability (Occurrence Form) - This policy should name the City of Ocoee as an additional insured and should indicate that the insurance of the Consultant is primary and non-contributory.
   - $2,000,000 GENERAL AGGREGATE
   - $2,000,000 PRODUCTS-COMPLETED OPERATIONS AGGREGATE
   - $1,000,000 PER OCCURRENCE
   - $1,000,000 PERSONAL & ADVERTISING INJURY
   - Include Waiver of Subrogation in favor of the City of Ocoee

6. Subconsultant's Comprehensive General Liability, Automobile Liability and Worker's Compensation Insurance: The Consultant shall require each subconsultant to procure and maintain during the life of this subcontract, insurance of the type specified above or insure the activities of these subconsultants in the Consultant's policy, as specified above.

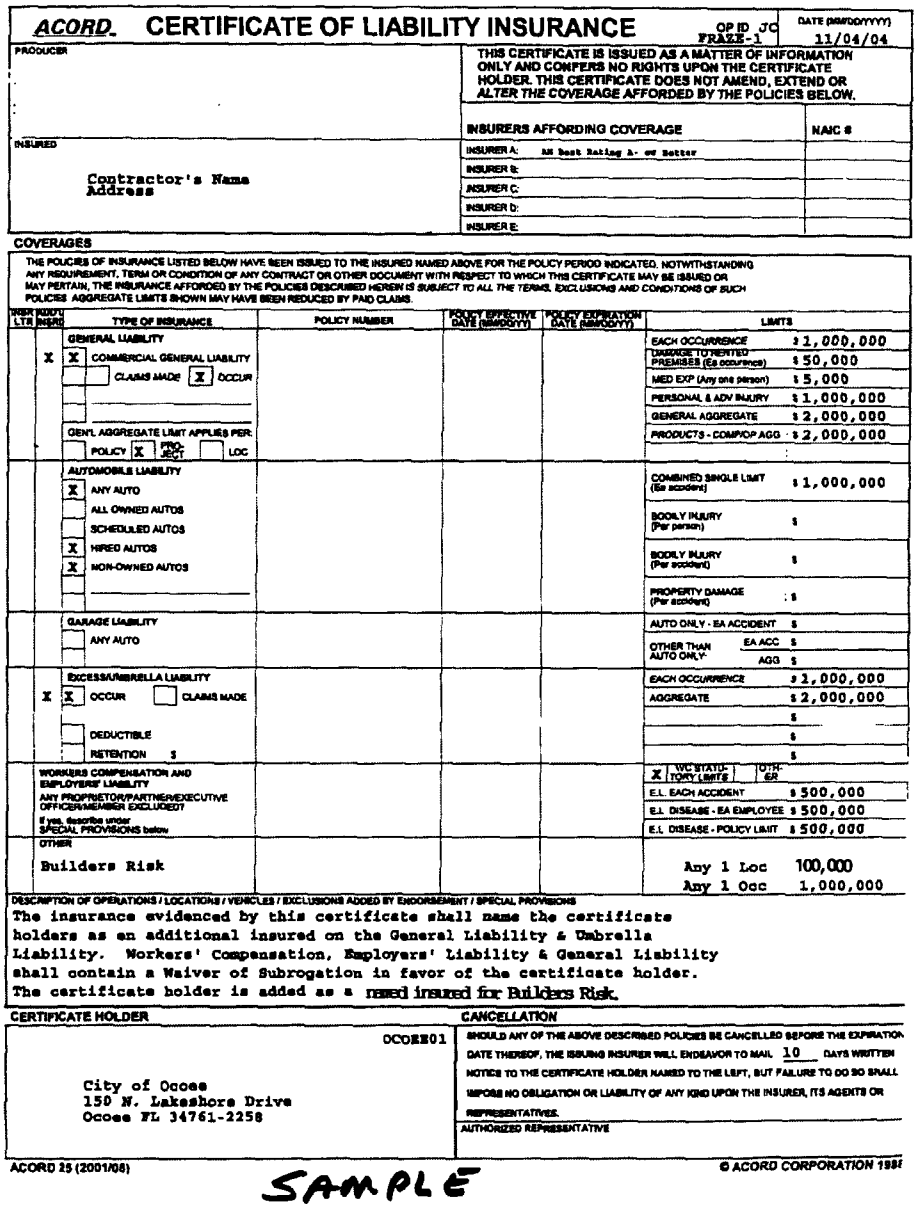
7. Owner's Protective Liability Insurance: (Not applicable for Engineering Services). As applicable for construction projects, providing coverage for the named insured's liability that arises out of operations performed for the named insured by independent consultants and are directly imposed because of the named insured's general supervision of the independent consultant. The Consultant shall procure and furnish an Owner's Protective Liability Insurance Policy with the following limits: $1,000,000, and per occurrence, $2,000,000. Aggregate and naming the City of Ocoee as the Named Insured.

8. Contractual Liability: If the project is not bonded, the consultant's insurance shall also include contractual liability coverage to insure the fulfillment of the contract. **NOTE: PUBLIC LIABILITY INSURANCE AND AUTOMOBILE LIABILITY INSURANCE, THE CITY SHALL BE NAMED AS ADDITIONAL INSURED.**
   - $1,000,000 PER OCCURRENCE
   - $2,000,000 AGGREGATE

   Commercial Umbrella:
   - $1,000,000 PER OCCURRENCE
   - $2,000,000 Aggregate
   - Including Employer's Liability and Contractual Liability

   Builders Risk: (Not Applicable for Engineering Services).
   - $100,000 Any (1) Location
   - $1,000,000 Any (1) Occurrence

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ACORD. CERTIFICATE OF LIABILITY INSURANCE

OP ID JC FRAZE-1 | DATE (MM/DD/YYYY) 11/04/04

PRODUCER

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED

Contractor's Name
Address

INSURERS AFFORDING COVERAGE | NAIC #

INSURER A: All Bank Rating A- or Better
INSURER B:
INSURER C:
INSURER D:
INSURER E:

COVERAGES

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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
X	GENERAL LIABILITY				
X	COMMERCIAL GENERAL LIABILITY				EACH OCCURRENCE $1,000,000
	CLAIMS MADE [X] OCCUR				DAMAGE TO RENTED PREMISES (Ea occurrence) $50,000
					MED EXP (Any one person) $5,000
					PERSONAL & ADV INJURY $1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:				GENERAL AGGREGATE $2,000,000
	POLICY [X] PRO-JECT [ ] LOC				PRODUCTS - COMP/OP AGG $2,000,000
	AUTOMOBILE LIABILITY				
X	ANY AUTO				COMBINED SINGLE LIMIT (Ea accident) $1,000,000
	ALL OWNED AUTOS				BODILY INJURY (Per person) $
	SCHEDULED AUTOS				
X	HIRED AUTOS				BODILY INJURY (Per accident) $
X	NON-OWNED AUTOS				
					PROPERTY DAMAGE (Per accident) $
	GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT $
	ANY AUTO				OTHER THAN AUTO ONLY: EA ACC $
					AGG $
	EXCESS/UMBRELLA LIABILITY				EACH OCCURRENCE $1,000,000
X	OCCUR [ ] CLAIMS MADE				AGGREGATE $2,000,000
					$
	DEDUCTIBLE				$
	RETENTION $				$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				X WC STATU-TORY LIMITS [ ] OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?				E.L. EACH ACCIDENT $500,000
	If yes, describe under SPECIAL PROVISIONS below				E.L. DISEASE - EA EMPLOYEE $500,000
					E.L. DISEASE - POLICY LIMIT $500,000
	OTHER				
	Builders Risk				Any 1 Loc 100,000
					Any 1 Occ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

The insurance evidenced by this certificate shall name the certificate holders as an additional insured on the General Liability & Umbrella Liability. Workers' Compensation, Employers' Liability & General Liability shall contain a Waiver of Subrogation in favor of the certificate holder. The certificate holder is added as a named insured for Builders Risk.

CERTIFICATE HOLDER

OCOEE01

City of Ocoee
150 N. Lakeshore Drive
Ocoee FL 34761-2258

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

ACORD 25 (2001/08) © ACORD CORPORATION 1988

SAMPLE

9. Certificates of Insurance: Certificate of Insurance Form (see sample, above), naming the City of Ocoee as an additional insured will be furnished by the Consultant upon notice of award. These shall be completed by the authorized Resident Agent and returned to the Office of the Purchasing Technician. This certificate shall be dated and show:
    - The name of the Insured consultant, the specific job by name and job number, the name of the insurer, the number of the policy, its effective date, and its termination date.

- Statement that the Insurer shall mail notice to the Owner at least thirty (30) days prior to any material changes in provisions or cancellation of the policy, except ten (10) days written notice of cancellation for non-payment of premium.

C. SCOPE OF SERVICES

The City is soliciting statements of qualifications from interested professional engineering firms to assist the City in developing and maintaining hydraulic models for potable water, reclaimed water, and sanitary sewer systems for collection, distribution, and transmission components. Work may include assessing impacts of proposed developments and their respective flow contributions on the City's existing infrastructure and evaluating existing and future system requirements. Work may also include minor studies into the City's utility systems to improve operation and infrastructure.

The selected Consultant will assist the City in developing and maintaining hydraulic models for the City's potable water supply, sanitary sewer collection and treatment, and reclaimed water systems. Consultant's tasks will include but not be limited to recommendation of model parameters, coordination with the City to update the City's utility system into the modeling environment, compilation of data required by the model, formation of alternative networks, model operation, utilities studies, recommendations on operation equipment and maintenance, and other services associated with municipal utility modeling and utility operation improvement. The selected Consultant shall not be eligible for other Utility professional services with the City of Ocoee during the length of the contract.

D. SUBMITTALS

Qualifications packages should be designed to portray to the City how the respondent's services can best match the knowledge, skills, and abilities suggested by the anticipated Scope of Services given above. In order for the City to evaluate the qualification package, each Respondent should provide information relative to their ability to provide services that will best meet the needs of the City. The submission materials should include the following, and missing material may cause your submission to be evaluated accordingly:

I. Firm's Qualifications

- List of all firm's employees, their qualifications, and their role in providing the desired City services.
- Firm's and employee's certifications and licenses with regulatory agencies, professional organizations, etc.
- List firm's sub-consultants, their qualifications, and their role in this project.
- List of firm's other current, projected, or recently completed similar services within the past two (2) years with other public or private agencies.
- List of the modeling software packages in which the firm has expertise.
- List and quantity of firm's (and firm's sub-consultants' if applicable) equipment including survey instruments, computers, plotters, vehicles, etc.

- List of at least three (3) client references to include organization name, contact person, telephone number (s), and e-mail address.
- Project Manager education, experience and any special consideration
- Key Project Members education, experience and any special consideration
- Firm's Project organization and coordination structure

II. Firm's Office Location & Other Forms (not included in page limit)

- Company Information/Signature Sheet p. 17.
- Conflict of Interest Disclosure Form p. 15.
- Receipt of any addenda issued p. 16.
- Summary of Litigation, if none please so state. Provide a summary of any litigation, claim(s), bid or contract dispute(s) filed by or against the Firm in the past five (5) years which is related to the services that the Firm provides in the regular course of business. The summary shall state the nature of the litigation, claim, or contact dispute, a brief description of the case, the outcome or projected outcome, and the monetary amounts involved p. 16.

E. TIME SCHEDULE

The anticipated schedule of events related to this solicitation is:

Date of RFQ	Request for qualifications published
23 days later	Last day for questions
30 days later	Statements of qualification are due
32 days later	Qualification statements distributed to evaluation committee
45 days later	Evaluation committee meeting held
60 days later	Interviews of the top three or more Respondents
Next meeting	Short-list of ranked firms recommended to City Commission

Dates are estimated and subject to change at the City's discretion.

F. SELECTION PROCESS

1. The criteria for selection shall be based on the criteria listed in the RFQ. The City reserves the right, before awarding the contract, to require a Respondent to submit additional evidence of its qualifications, as the City may deem necessary, and shall conduct discussions with, and may require oral presentations by, no fewer than three (3) firms.

2. A City evaluation committee will evaluate each respondent's qualifications and after interviews and/or oral presentations will short-list and recommend to the City Commission the top three (3) firms, if possible, in ranked order of qualifications based upon the evaluation committee's evaluation of the responses and any client references. All Respondents shall be notified via Negometrix4 or other means of the evaluation

committee's recommended ranking of firms to the City Commission. The City Commission's decision to endorse or modify the ranking by the evaluation committee shall be final. The City Commission shall be the final authority in the award or rejection of any and all responses.

3. The City will apply the negotiation requirements of Section 287.0055, Fla. Stat., (a.k.a., CCNA). The City will attempt to negotiate an agreement with the top-ranked Respondent. If no agreement is reached with the top-ranked Respondent, negotiations will be terminated and initiated with the second-ranked Respondent, and so on, until an agreement is reached.

4. The successful Respondent shall be required to execute an agreement which provides, among other things, that all plans, drawings, reports, and specifications that result from Respondent's services shall become the property of the City. Upon the successful negotiation of an agreement, a formal contract will be prepared and subsequent executed by both parties.

Evaluation Criterion	Maximum Points
1. Experience of the firm and project team • Past Performance and Experience of the Firm • Past Performance and Experience of the Team Members • Past Performance and Experience with or in the City • Overall Experience • Affect of Legal Action Against the Firm	**40**
2. Ability to Meet Time and Budget Requirements • Current and Projected Workloads of the Firm	**20**
3. Project Approach • Briefly describe your Firm's understanding of the services requested and how the firm would accomplish the work.	**30**
4. Office Location • Location of the Firm Office and Proximity to the City of Ocoee	**5**
5. Certified Minority, Women Owned Business Enterprise • Include Copy of MBE Certification of the Responding Firm	**5**
	100

G. WORK ASSIGNMENT PROCEDURES

Firm(s) selected by the City will provide professional engineering services for Utility modeling and minor utility studies to the City on an as needed basis, based upon task orders to be issued by the City under the continuing contract. No work shall commence until the verification of the issuance of the purchase order or other authorization document.

Invoicing for completed work or progress billing shall be submitted to the requesting Utilities Department for processing and submission for payment by the Finance Department with a copy to:

Accounts Payable
Finance Department
City of Ocoee
150 N. Lakeshore Drive
Ocoee, Florida 34761

H. BID PROTESTS

All Bid Protests shall be submitted to the Purchasing Technician in the following manner:

1. A Bidder shall file a written bid protest under this Article or be barred any relief; oral protests shall not be acknowledged.

2. A bid protest shall be limited to the following grounds: (a) issues arising from the procurement provisions of the Project Manual, its addenda, and other bidding documents; and/or (b) applicable federal, state, or local law. No bid protest may be based upon questions concerning the design documents (drawings and specifications). The Bidder shall clarify all questions concerning the design documents of the project prior to submitting its bid.

3. The content of the bid protest shall fully state the factual and legal grounds for the protest and the legal basis for the relief requested.

4. The bid protest shall be filed with the Purchasing Technician not later than five (5) calendar days after the posting of the notice of intent to award or recommendation of award by staff, whichever is earlier.

5. The Purchasing Technician, on behalf of the City, shall make a determination of the merits of the protest not later than five (5) business days after receipt of the protest. If the City denies the protest, the City may proceed with award of the contract unless enjoined by order of a court of competent jurisdiction.

END OF INSTRUCTIONS

ocoee
florida

RFQ CONFLICT OF INTEREST DISCLOSURE FORM

The award of this contract is subject to the provisions of Chapter 112, Florida Statutes. All Proposers must disclose within their Proposal: the name of any City of Ocoee employee, Mayor or City Commissioner, other City Official, or City Consultants, who owns assets or capital stock, directly or indirectly, in the Proposer's firm or any of its branches, or would directly or indirectly benefit by the profits or emoluments of this proposal. (Indirect ownership or benefit applies to any members of his or her immediate family.) Proposer certifies that no member of the entity's ownership or management is presently applying for an employee position or actively seeking an elected position with the City. In the event that a conflict of interest is identified in the provision of services, Proposer agrees to immediately notify the City in writing.

The purpose of this disclosure form is to give the City the information needed to identify potential conflicts of interest for the City Commission, Evaluation Committee members, and other key City employees and consultants involved in the award of this contract.

According to Chapter 112, Florida Statutes, the term "conflict of interest" "means a situation in which regard for a private interest tends to lead to disregard of a public duty or interest", and refers to situations in which financial or other personal considerations may adversely affect, or have the appearance of adversely affecting, an employee's professional judgment in exercising any City duty or responsibility in administration, management, instruction, research, or other professional activities.

Please check one of the following statements and attach additional documentation if necessary:

_____ To the best of our knowledge, the undersigned firm has no potential conflict of interest for this Proposal.

_____ The undersigned firm, by attachment to this form, submits information which may be a potential conflict of interest for this Proposal.

Acknowledged by:

_____
Firm Name

_____
Signature

_____
Name and Title (Print or Type)

_____
Date

ocoee
florida

SUMMARY OF LITIGATION:

Provide a summary of any litigation, claim(s), bid or contract dispute(s) filed by or against the Bidder in the past five (5) years which is related to the services that the Bidder provides in the regular course of business. The summary shall state the nature of the litigation, claim, or contact dispute, a brief description of the case, the outcome or projected outcome, and the monetary amounts involved. If none, then please say so.

_____

_____

_____

_____

_____

(Attach additional sheets if necessary)

ACKNOWLEDGEMENT OF ADDENDA:

Bidder acknowledges receipt of the following addenda:

No._____ Dated _____
No._____ Dated _____
No._____ Dated _____

_____

(Remainder of page left blank intentionally.)

COMPANY INFORMATION/SIGNATURE SHEET RFQ #20-006

FAILURE TO COMPLY WITH THESE RFQ INSTRUCTIONS WILL RESULT IN DISQUALIFICATION OF YOUR QUALIFICATION PACKAGE. PLEASE SIGN BELOW ATTESTING THAT YOU HAVE READ AND UNDERSTAND ALL RFQ INSTRUCTIONS AND THAT YOU UNDERSTAND THAT THE SUCCESSFUL RESPONDENT WILL BE REQUIRED TO ENTER INTO A LEGALLY BINDING CONTRACT WITH THE CITY OF OCOEE.

COMPANY NAME

TELEPHONE (INCLUDE AREA CODE)

FAX (INCLUDE AREA CODE)

E-MAIL ADDRESS

AUTHORIZED SIGNATURE (manual)

IF REMITTANCE ADDRESS IS DIFFERENT FROM PURCHASE ORDER ADDRESS, PLEASE INDICATE BELOW:

NAME/TITLE (PLEASE PRINT)

STREET ADDRESS

CITY STATE ZIP

FEDERAL ID #_____

_____Individual _____Corporation _____Partnership _____Other (Specify)_____

Sworn to and subscribed before me by means of ☐ physical presence or ☐ online notarization this _____day of _____, 20____.

Personally Known_____ or

Produced Identification_____

(Type of Identification)

Notary Public - State of _____
County of _____

Signature of Notary Public

Printed, typed or stamped
Commissioned name of Notary Public

STAFF REPORT

Meeting Date: September 16, 2025
Item #: 10

Contact Name: Milen Womack
Contact Number: Ext. 6013

Department Director: Stephen Krug
City Manager: Craig Shadrix

Subject: Approval of the Setaram Mediated Settlement Agreement. (City Engineer Womack)

Background Summary:
The City needs to acquire a corner clip portion of Parcel 102 (Parcel ID# 18-22-28-8064-00-492) from Mahendra Setaram and Dinesh Setaram through an eminent domain Order of Taking. The final valuation of the property has been resolved through mediation, avoiding the need for a jury trial. The property is needed for the Taylor Street Improvement Project. Please refer to the memorandum provided by Special Counsel Mary Doty Solik describing the history and technical details of the mediation process for more information.

Issue:
Should the Honorable Mayor and City Commissioners approve the Mediated Settlement Agreement, and authorize staff to execute all necessary documents?

Recommendations:
Staff recommends the Honorable Mayor and City Commissioners approve the Mediated Settlement Agreement, and authorize staff to execute all necessary documents.

Attachments:
1. Seteram Mediated Settlement Agreement
2. Seteram Settlement Memo

Financial Impacts:
The $156,026.02 is adequately funded in the Taylor/Kissimmee project on Job P000269 GL acct 317-541-10-6300.

Type of Item: Consent

IN THE CIRCUIT COURT OF THE
NINTH JUDICIAL CIRCUIT, IN AND
FOR ORANGE COUNTY, FLORIDA

CASE NO. 2022-CA-001172-O
DIVISION: 35

CITY OF OCOEE, a municipal corporation created by and existing under the laws of the State of Florida,

Petitioner,

v. Parcel 102

MAHENDRA SETARAM; DINESH SETARAM; OCOEE CHURCH OF GOD OF PROPHECY, INC., a Florida not for profit corporation, LIGHTHOUSE REAL ESTATE CONSULTANTS, INC. a Florida corporation; and SCOTT RANDOLPH, ORANGE COUNTY TAX COLLECTOR,

Respondents.
_____/

MEDIATED SETTLEMENT AGREEMENT

In accordance with the Court's Order a Mediation Conference held on the 27th day of August, 2025. The parties reached the following Settlement Agreement subject to the approval of the City of Ocoee Commission.

1. Petitioner will pay to Respondents, Mahendra Setaram and Dinesh Setaram the sum of $110,000.00 in full settlement of all claims for compensation in this cause including statutory interest. Petitioner shall also pay the attorney's fees, expert fees and costs as set forth below.
2. Petitioner will pay Respondents attorney's fees, and expenses in the amount of $34,033.83.
3. Petitioner will pay Respondents' expert fees and expenses in the amount of $11,992.19.
4. Counsel for Petitioner will submit to the Court for signature a mutually approved form of a

Final Judgment of this matter as soon as practical hereafter.

5. Petitioner is entitled to a credit of $8,100.00 for the good faith deposit in the Court Registry.

6. Petitioner will deposit in the Court Registry the balance due of $147,926.02 within 30 days of the actual date of receipt by Petitioner's counsel a conformed copy of the aforesaid final judgment from the Court.

7. The Court will retain jurisdiction herein solely as to the matter to enforce the terms of the final judgment.

8. Owner agrees that it will not utilize Taylor Street or Franklin Street for access to support any development located solely on Tax Id Parcel 18-22-28-8064-00-492, and instead such development will be served with either a joint driveway shared with an adjoining property or cross access. City Code compliant joint use access to Taylor Street or Franklin Street shall be permitted between Tax Id Parcel 18-22-28-8064-00-492 and any adjoining parcel. The City does not object to a unified development plan between Tax Id Parcel 18-22-28-8064-00-492 and any adjoining parcels. The City agrees that it will support an administrative rezoning of Tax Id Parcel 18-22-28-8064-00-492 and Tax Id Parcel 18-22-28-8064-00-481 to PUD to allow for professional office use and other uses consistent with and permitted under the City's Downtown Ocoee Master Plan.

9. THIS AGREEMENT CONTAIN ALL OF THE AGREEMENTS OF THE PARTIES, AND EVERY PART OF EVERY AGREEMENT.

Petitioner, City of Ocoee
Public Works Director, Steve Krug

Respondent, Mahendra Setaram.

Mary Solik, Attorney for Petitioner

Respondent, Dinesh Setaram

Joe Ort, Attorney for Respondents

Mediator, Lawrence S. Gendzier

Mary Doty Solik, Esq.
121 S. Orange Ave., Ste. 1500
Orlando, FL 32801

407-367-7868
msolik@dotysoliklaw.com
fax: 407-377-6801

MEMORANDUM

TO: **The Honorable Mayor and Commissioners of the City of Ocoee**

FROM: **Mary Doty Solik, Special Counsel**

DATE: **September 4, 2025**

RE: **City of Ocoee v. Mahendra Setaram and Dinesh Setaram, Parcel 102**

BACKGROUND

The referenced case is a condemnation action. Parcel 102 is necessary for the construction of the Taylor and Franklin Streets Intersection Improvement Project. The .23 acre parent tract is owned by Mahendra Setaram and Dinesh Setaram (brothers) and is located at the northwest corner of Taylor and Franklin Streets. The property is vacant and unimproved. Parcel 102 is a partial taking of the .23 acre parent tract. Parcel 102 is a 518 square foot corner clip needed to build the proposed roundabout at Taylor and Franklin Streets. The property has a FLU designation of Commercial and is zoned R1-A, Single Family Residential. The property has frontage on both Taylor and Franklin Streets.

Dan DeRango, the City's appraiser, first appraised the property in September 2022. He concluded to a value of $6725.00. The initial presuit offer was made to the property owner in this amount plus 10%, or $7397.50, on September 21, 2022.

The Setarams rejected the City's offer and the matter proceeded to eminent domain. The case was filed on February 9, 2024. The Seterams, represented by Joe Ort, Esq., stipulated to an Order of Taking on May 7, 2024. Dan DeRango updated his appraisal report for the Order of Taking hearing. The updated value of $8,100 was deposited as the City's good faith estimate of value on May 21, 2024 which became the date of value.

The parties mediated the case on August 27, 2025. Steve Krug and Milen Womack attended the mediation on behalf of the City. In an effort to keep the expert costs low and with Staff approval, Mr. Ort presented to the City summary appraisal information prepared by Richard Dreggors and engineering information prepared by Paul Sharma, P.E. Mr. Dreggors' opinion of value for Parcel 102 was $9,300.00 for the value of the part taken but found $167,100.00 in damages due to loss of access in the after condition. The engineering analysis submitted by Mr. Sharma opined that the small size of the parcel would prevent safe access to either Taylor or Franklin Streets after the construction of the roundabout.

City Staff was aware of the potential access issue in the design phase of the project. The City plans did not provide, however, for designed access to the parcel as it is vacant and improved. Proposed access to the parcel is dependent on the location of proposed improvements and would have been addressed at the development plan approval . The Setarams own the larger parcel to the west of the subject parcel and it is likely that any development on the subject property would be incorporated with development on the adjoining property. Eminent domain law related to determinations of parent tracts prevents the City from treating the two properties as one and declaring that access to the subject property can be provided from the owner's abutting property.

City Staff, as well as the design engineer, concurred with Mr. Sharma's opinion that the current design of the roundabout would not allow for safe access to the subject property. City Staff and the design engineer determined that there was a design modification to the roundabout that could be made to allow for a driveway on Taylor Street but that such modification would have the effect of making both vehicular and pedestrian traffic in and around the roundabout less safe. The overriding public safety interest of the City roadways dictated that the City should compensate the owner for loss of access rather than redesigning the roundabout.

Through mediation and subsequent negotiation the parties agreed to a settlement for Parcel 102 in the amount of $110,000.00. A copy of the Mediated Settlement Agreement is attached. This results in attorneys' fees in the amount of $34,033.83, calculated on the statutory formula based on the benefits obtained for the property owner.

The parties also agreed on settlement of all expert costs in the amount of $11,992.19 which I deemed to be reasonable.

If the matter had not been settled at mediation but proceeded to trial, the City would be responsible for not only its costs (attorney's fees and expert costs) but those of the property owner's as well. I would expect the property owner's expert costs to substantially increase. It is my opinion that this Settlement Agreement eliminates risk for both costs and land value and is in the best interest of the City. The Settlement Agreement, however, is subject to City Commission approval.

RECOMMENDATION

It is respectfully recommended that the City Commission approve the Settlement Agreement, and authorize Staff to execute all documents necessary to conclude these matters.

MDS/

cc: Craig Shadrix
Steve Krug
Milen Womack

STAFF REPORT

Meeting Date: September 16, 2025
Item #: 11

Contact Name: Stephen Krug
Contact Number: Ext. 6002

Department Director: Stephen Krug
City Manager: Craig Shadrix

Subject: Approval of Extension to City Hall HVAC Service Agreement with Energy Air, Inc. (Assistant Public Works Director Gajadhar)

Background Summary:
In 2022, the City Commission approved a 3-year HVAC service agreement with Energy Air Inc. for the new City Hall building, which was installed by Energy Air. This was to ensure that any warranty items that arose were resolved without conflict or issue. The agreement has recently expired, and a new agreement is now needed. Because the city-wide HVAC maintenance agreement contract is scheduled for a formal Request for Proposal (RFP) in the summer of 2026, which will now also include the City Hall HVAC system, Energy Air Inc. has proposed an extension to the existing agreement to ensure maintenance is continued until a selection is made through the RFP.

Public Works recommends approving the extension to the City Hall HVAC Service Agreement with Energy Air, Inc.

Issue:
Should the Honorable Mayor and City Commissioners approve the extension to the HVAC service agreement with Energy Air, Inc.?

Recommendations:
Staff recommends the Honorable Mayor and City Commissioners approve the extension to the HVAC service agreement with Energy Air, Inc.

Attachments:
1. Ocoee City Hall - Maintenance Agreement Extension

Financial Impacts:
The Energy Air Inc. HVAC Service Agreement is approximately $12,325/year and is adequately funded in Public Works' Facilities Maintenance operating budget under GL acct 001-519-00-3400.

Type of Item: Consent

ENERGY AIR, INC.
Nobody Works Harder

August 20th, 2025

Ocoee City Hall
1 N Bluford
Ocoee, FL 32761
407-905-3159

Dear Kiel,

Enclosed is the service agreement for the HVAC systems serving the above location.

As a service agreement customer, you are entitled to a 15% labor discount and a 15% parts discount on all service calls including time and material repairs. Additionally, our service agreement customers receive priority scheduling for emergency service calls 24/7/365 with no overtime rate billing or weekend/ holiday premium charges.

To execute this agreement, please initial and sign where indicated. Once completed, please email to rbridenbaugh@energyair.com or fax to my attention at 407-781-1715.

Please contact me at any time should you have any questions or concerns.

Thank you and best regards,

Ryan Bridenbaugh
Planned Maintenance Manager

Energy Air, Inc.
407-886-3729 Office
407-592-0860 Cell
rbridenbaugh@energyair.com

ENERGY AIR, INC.
Nobody Works Harder

Planned Maintenance Agreement
Explanation of Services

Equipment Location:		**Billing Location (if different)**	
Name:	Ocoee City Hall	Name:	
Address:	1 N Bluford	Address:	
City / State / Zip:	Ocoee, FL 32761	City / State / Zip:	
Contact:		Contact:	
Phone:	407-905-3159	Phone:	
Fax:		Fax:	
Email:	kgajadhar@ocoee.org	Email:	

Maintenance Plan Objectives:

- ✓ Maintain equipment as near as possible to its optimal operating efficiency.
- ✓ Reduce operating costs by maintaining equipment energy efficiency.
- ✓ Help reduce major repair expenses.
- ✓ Protect equipment warranties.
- ✓ Save customer money on any necessary repairs, through customer discounts on parts and labor.
- ✓ Increase management's ability to budget expenditures for HVAC operation and maintenance costs.
- ✓ Reduce downtime and ensure a comfortable environment to maintain personnel productivity.
- ✓ Provide priority scheduling 24 hours a day, 7 days a week for emergency service with no overtime or premium charges.

Energy Air, Inc. Agrees To:

1. Provide emergency service whenever necessary with no overtime charges.
2. Give purchaser preferential scheduling over non-agreement customers.
3. Use only qualified personnel employed or supervised by Energy Air, Inc.
4. Furnish purchaser with a detailed report of service performed.
5. Take all reasonable precautions to avoid damage to property or injury to personnel.
6. Provide customer with a dedicated account representative and support staff.
7. Educate customer on the basic operation of the system to provide optimal efficiency/conditions.

ENERGY AIR, INC.
Nobody Works Harder

Customer:	Ocoee City Hall
Location:	1 N Bluford
City, State, Zip:	Ocoee, FL 32761
Phone:	407-905-3159
Fax:	
Email:	kgajadhar@ocoee.org

Quarterly & Annual Maintenance Checklists

Energy Air, Inc. will perform the following, if applicable at scheduled visits.

Quarterly

- ☑ Clean condensate pan, trap and drain line.
- ☑ Add condensate pan treatment.
- ☑ Inspect condenser and evaporator coils.
- ☑ Visually inspect all electrical components.
- ☑ Review menu on chillers for operations/ alarms
- ☑ Visually inspect normal operations of equipment.
- ☑ Check and tighten belts, if applicable.
- ☑ Inspect/replace/clean filters, per agreement.
- ☑ Check fan motors for proper operation.
- ☑ Inspect drain safety switch.
- ☑ Check leaving and return air temperatures.
- ☑ Replace/Wash Filters

Annually

- ☑ Perform all quarterly duties.
- ☑ Clean condenser coil.
- ☑ Clean evaporator coil
- ☑ Check superheat and subcooling.
- ☑ Check fan/blower motor amperage.
- ☑ Check compressor amperage.
- ☑ Check/test capacitors.
- ☑ Inspect compressor/motor contactors.
- ☑ Inspect all safety controls.
- ☑ Inspect all electrical controls.
- ☑ Replace drive belts, per agreement.
- ☑ Check heat operations.
- ☑ Check refrigerant pressures.
- ☑ Check and tighten all electrical connections.
- ☑ Lubricate bearings, if applicable.
- ☑ Check TXV bulb tightness and location.

ENERGY AIR, INC.
Nobody Works Harder

Customer:	Ocoee City Hall
Location:	1 N Bluford
City, State, Zip:	Ocoee, FL 32761
Phone:	407-905-3159
Fax:	407-905-3159
Email:	kgajadhar@ocoee.org

Terms and Conditions

1. Inspections will be done by appointment and a report will be furnished to the owner.
2. Repairs necessitated by fire, floods, acts of God, abuse, or the improper use of the equipment on the attached list will not be covered under this agreement.
3. Changes that may be required by future government regulations, future codes and/or insurance company requirements are not covered under this agreement.
4. Power wiring, circuit breakers and disconnects supplying electrical service to the units are not covered by this agreement.
5. This agreement does not cover components external to the air conditioning equipment.
6. Energy Air, Inc.'s maximum liability will not exceed the yearly agreement price.
7. Energy Air, Inc. reserves the right to discontinue service if payments have not been made as agreed upon. Payment shall be made upon receipt of invoice.
8. Energy Air, Inc. will not assume liability for damages due to failure of the air conditioning system or system design.
9. Any alterations, additions, adjustments or repairs made by others, unless authorized or agreed upon by Energy Air, Inc., may be cause for termination of our obligation under this agreement.
10. Agreement price subject to annual adjustment at agreement anniversary date based on labor and material cost increases.
11. UV Lights are not included with maintenance and are done as needed on a separate PO.

Schedule "A"

Equipment location:
Repairs authorized by: Kiel Gajadhard
Jobsite contact:
Contact phone:

Equipment Covered Under Agreement

Item #	Model Number	Serial Number	Manufacturer	Tag #	Location
1	CGAM080F22AXB21B1A1AXXA	TBD	TRANE	CH-1	ROOF
2	CGAM080F22AXB21B1A1AXXA	TBD	TRANE	CH-2	ROOF
3	CSAA030UA	TBD	TRANE	AHU1-1	MECH ROOM
4	CSAA021UA	TBD	TRANE	AHU2-1	MECH ROOM
5	CSAA017UA	TBD	TRANE	AHU3-1	MECH ROOM
6	FCCB0803CAWE0A00B	TBD	TRANE	FCU-1	
7	FCCB0803CAWE0A00B	TBD	TRANE	FCU-2	
8	TPKA0A0121HA70A		TRANE	AHU	
9	TPKA0A0121HA70A		TRANE	AHU	
10	TPKA0A0121HA70A		TRANE	AHU	
11	TRUYA0121KA70NA		TRANE	CU	ROOF
12	TRUYA0121KA70NA		TRANE	CU	ROOF
13	TRUYA0121KA70NA		TRANE	CU	ROOF
14	TPKA0A0181HA70A		TRANE	AHU	
15	TPKA0A0181HA70A		TRANE	AHU	
16	TRUYA0181KA7NA		TRANE	CU	ROOF
17	TRUYA0181KA7NA		TRANE	CU	ROOF
18	10HP PUMP	(3)	BALDOR	PMP1-3	
19	G-097-VG	(6) EXHAUST FANS	GREENHECK	EF1-6	ROOF
20	Mini Split	(RECENTLY ADDED)			

Filters Provided Under Agreement

Item #	Filter / Size	Filter / Type (Pleated, Etc.)	Qty
1	8-7/8X42-1/8X1	MERV 8 PLEATED	2
2	16X20X2	MERV 8 PLEATED	26
3	16X25X2	MERV 8 PLEATED	22
4			
5	Pan Treatment	10 ton or above	3
6	Pan treatment	Below 10 Ton	5
7	Coil Cleaner for Annual		17
8	VFD	(5)	5
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

ENERGY AIR, INC.
Nobody Works Harder

Customer:	Ocoee City Hall
Location:	1 N Bluford
City, State, Zip:	Ocoee, FL 32761
Phone:	407-905-3159
Fax:	
Email:	kgajadhar@ocoee.org

Payment Terms

Total Agreement Cost: **$ 12,325.00**

Payment Terms:

All payments are due net 10 days after services are performed unless prior arrangements have been made.
Planned maintenance (inspections and filter replacements) are automatically renewed annually unless either party gives a 30 day notice of termination.

Customers holding a current planned maintenance or filter agreement receive a 15% discount on all material and a 15% discount on labor, as well as priority scheduling.

Planned Maintenance Agreement

4 regularly scheduled planned maintenance visit(s) shall be performed during the year on a Quarterly basis.

Energy Air, Inc. shall provide scheduled maintenance on the equipment listed on Schedule "A" and provide the additional services and limitations as indicated in the Optional Services section.

Energy Air, Inc. shall service, improve or repair the equipment, upon proper authorization from the customer, at a labor rate discounted by 15% from normal service rates, Monday through Friday 8:00 am to 5:00 pm. If emergency service necessary on weekends, after hours or holidays, the same labor rate will apply (no overtime fees).

SERVICE WILL BE FURNISHED BY ENERGY AIR, INC. FROM:

September 1st, 2025	**TO**	**August 31st, 2026**	**FOR THE SUM OF**
$12,325.00	**ANNUALLY**	**$6,162.50**	**SEMI-ANNUALLY**
$3,081.25	**QUARTERLY**	**$1,027.08**	**MONTHLY**

Proposal Acceptance:

Authorized Signature

Print:
Title:
Date:

Proposal Presented By:

Ryan Bridenbaugh

Print: Ryan Bridenbaugh
Title: Planned Maintenance Manager
Date: **August 20th, 2025**

ENERGY AIR, INC.
Nobody Works Harder

Customer:	Ocoee City Hall
Location:	1 N Bluford
City, State, Zip:	Ocoee, FL 32761
Phone:	407-905-3159
Fax:	
Email:	

Additional Services Authorization - NTE Program:

As an added benefit to our Planned Maintenance customers, Energy Air offers the opportunity to opt in to a Not to Exceed, or NTE Program. By opting into a NTE amount, you are able to take advantage of time and potential cost savings by preauthorizing Energy Air to complete minor repairs that may be found during the quarterly inspections of the air conditioning system at your facility without the need for a formal quote and written acceptance of a work order submitted by Energy Air.

Selecting a predetermined dollar amount you are comfortable with allows the technician to take care of small items such as weak capacitors, worn or burnt contactors or a condenser fan motor, if these components are found to be not working. As long as the cost does not exceed the amount pre-selected by you, a new work order will be written that will show the unit and items repaired or replaced, and this amount will be added to the invoice for your next billing.

In a large facility with six or more systems, a NTE of $500 is not uncommon. It is typical for customers to choose a NTE amount of $250.00 to $300.00 per unit. Any repair estimated to exceed the NTE value will result in a written quotation requiring customer approval.

I wish to participate in the NTE plan. **Yes** or **No** (circle one)

If yes, dollar amount you do not want to exceed. $_____.
This amount is per **system** or per **facility** (circle one).

Authorized Signature:

Sign: _____
Print: _____
Title: _____
Date: _____

STAFF REPORT

Meeting Date: September 16, 2025
Item #: 12

Contact Name: Trent Hopper
Contact Number: Ext. 4306

Department Director: Jen Bolling
City Manager: Craig Shadrix

Subject: Notification of an Emergency Repair of Clarifier #3 in accordance with Section 21.6 of the City of Ocoee Code of Ordinances. (Utilities Director Bolling)

Background Summary:
On August 7, 2025, Clarifier #3 at the City of Ocoee's Wastewater Treatment Plant (WWTP) experienced a major mechanical failure, rendering it unable to operate as the backup to the City's secondary clarification treatment process. Clarifiers are a crucial component of the wastewater treatment process, and it is vital to have 3 operational clarifiers available at all times for treatment redundancy and during extreme weather events. Staff reached out to Veolia Water Technologies (Veolia), the original designer of the WWTP and Sole Source vendor for the wastewater treatment plant parts for a repair quote. Veolia provided a quote of $62,460.43 for this emergency repair. Staff notified the City Manager of the expense for the emergency repair and authorized Veolia to schedule the repair after receiving approval from the City Manager.

Issue:
Provide notification to the Mayor and City Commissioners of an Emergency Purchase that exceeds the City Manager's normal purchase authority in accordance with Section 21.6 of the City of Ocoee Code of Ordinances.

Recommendations:
Provide notification to the Mayor and City Commissioners of an Emergency Purchase that exceeds the City Manager's normal purchase authority in accordance with Section 21.6 of the City of Ocoee Code of Ordinances.

Attachments:
1. PO
2. Repair Quote

Financial Impacts:
Repair is adequately funded using Job #P000449, G/L 408-535-00-6302.

Type of Item: Consent

CITY OF OCOEE

1 N BLUFORD AVE
OCOEE FL 34761

EMERGENCY

PURCHASE ORDER: 1430316

*** * * * * VENDOR * * * * ***

VEOLIA WATER TECHNOLOGIES
4001 WESTON PKWY DEPT 5700
CARY NC 27513

*** * * * * DELIVER TO * * * * ***

Wastewater Treatment Plant
1800 A D MIMS RD
OCOEE FL 34761-4001

Ordered	Due By	Ship Via	FOB	Terms	Customer No	By
08.18.2025	**09.17.2025**		**dest**	**Net 30**		**MHILL**

Requisition No	Vendor No	Vendor Phone	Email Address	Jobs
UT004837	**5191-2**		**tony.cook@veolia.com**	**P000449**

No	Quantity	U/M	Description	Unit Price	Extended	G/L Account
1	1.00		EMERGENCY--WALKER CLARIFIER SCUM BAFFLE REPLACEMENT-THIS BAFFLE WAS TORN OUT BY A STORM THAT CAME THROUGH	62,460.4300	62,460.43	408-535-00-6302
				** TOTAL **	62,460.43	

VENDOR INSTRUCTIONS:

1. EMAIL INVOICES TO: ACCOUNTSPAYABLE@OCOEE.ORG OR MAIL TO: CITY OF OCOEE ACCOUNTS PAYABLE1 N. BLUFORD AVE OCOEE, FL 34761
2. INVOICES AND PACKAGES MUST BEAR THE P.O. NO. ABOVE.
3. PURCHASES MAY NOT EXCEED THE TOTAL AMOUNT OF THIS ORDER WITHOUT PRIOR APPROVAL BY THE PURCHASING DIV.
4. THIS PO REPRESENTS A LEGAL CONTRACT BETWEEN THE CITY AND VENDOR.
5. ACCEPTANCE OF THIS PO INCLUDES ACCEPTANCE OF THE PO TERMS & CONDITIONS REFERENCED AT HTTPS://WWW.OCOEE.ORG/900/PO-TERMS-AND-CONDITIONS & PRICES, DELIVERY INSTRUCTIONS, & SPECIFICATIONS.
6. INSURANCE REQUIREMENTS HTTPS://WWW.OCOEE.ORG/899/INSURANCE-REQUIREMENTS
7. STATE SALES TAX EXEMPT #85-8013779974C-0 EIN #59-6019764
8. CONTACT THE REQUESTING DEPT. FOR QUESTIONS REGARDING THIS ORDER.

SPECIAL INSTRUCTIONS:

QUOTE #070325 REV1
SINGLE SOURCE VENDOR
CC NOTIFICATION 9.16.25

Procurement Manager

QUOTE

QUOTE NO. 070325 REV1

DATE: 07.31.25

EXPIRATION DATE: 08.31.25
THIS QUOTE IS VALID FOR 30 DAYS

Veolia Water Technologies, Inc. (fka Kruger)
1500 Garner Road, Suite C
Raleigh, North Carolina 27610 USA
PHONE 888-578-4378 FAX 919-661-4568
EMAIL: usmunicipalsupport@veolia.com

To **Trent Hopper**
Ocoee WWTP FL
1800 AD Mims Road
Ocoee, FL 34761
1.407.427.3054
Thopper@ocoee.org

FROM: Tony Cook
Customer Solutions Manager
Mobile: 919.931.9044
Email: tony.cook@veolia.com

SALES PERSON	JOB	PAYMENT TERMS	DELIVERY TERMS	DELIVERY SCHEDULE
AAC	Ocoee WWTP clarifier	**Net 30 Days**	**DAP** **Prepaid & Add Destination**	

QTY	PART NUMBER AND DESCRIPTION	UNIT PRICE	LINE TOTAL
	WALKER CLARIFIER SCUM BAFFLE REPLACEMENT (QTY 1) PARTS - SCUM BAFFLE, CONNECTING PIECES & HARDWARE. ANCHORS NOT INCLUDED. SERVICE - VEOLIA TO ARRIVE ONSITE TO OCOEE WWTP 1. LOTO UNIT 2. REMOVE THE SCUM BAFFLE 3. COMPLETE INSTALLATION OF NEW SCUM BAFFLES, BRACKETS & HARDWARE 4. ALIGN BAFFLES 5. REMOVE LOTO CITY OF OCOEE TO HAVE CLARIFIER EMPTY AND CLEANED OUT CITY OF OCOEE TO PROVIDE LADDER FOR ACCESS TO CLAIRIFER *Confidential, Do not share with third parties*		

SUBTOTAL	$54,183.24
ESTIMATED FREIGHT	$8,277.19
SALES TAX	If applicable
TOTAL	**$62,460.43**

ALL PRICES SUBJECT TO COST AND AVAILABILITY AT TIME OF ORDER.
PRICES QUOTED ABOVE DO NOT INCLUDE SHIPPING, BROKERAGE, CUSTOMS DUTIES & FEES, START UP SERVICES, APPLICABLE TAXES.
MINIMUM ORDER $50.00.

Quotation prepared by: Tony Cook

PLEASE NOTE:
A signed Quotation is required to process order. If you submit a PO, please reference Veolia Water Technologies, Inc. (fka Kruger) Quotation number to process order.

To accept, sign here and return*: _____

Purchase Order Number to reference (Optional): _____

Preferred email address to send invoice to (Optional): _____

Veolia Water Technologies, Inc (fka Kruger) - The Quote is for Parts Only. The pricing is expressly contingent upon the items in this quotation & are subject the attached Veolia Water Technologies, Inc. (dba Kruger) Standard Terms of Sale for Parts Orders as detailed herein. No additional terms contained within Owner's and/or Engineer's Plans & Specifications shall apply to nor become a part of this Quote.

VEOLIA WATER TECHNOLOGIES, INC. (DBA KRUGER) - STANDARD TERMS OF SALE - PARTS ORDERS

1. **APPLICABLE TERMS**. These terms govern the purchase and sale of the equipment and related services, if any (collectively, "Equipment"), referred to in Seller's purchase order, quotation, proposal or acknowledgment, as the case may be ("Seller's Documentation"). Whether these terms are included in an offer or an acceptance by Seller, such offer or acceptance is conditioned on Buyer's assent to these terms. Seller rejects all additional or different terms in any of Buyer's forms or documents.
2. **PAYMENT**. Buyer shall pay Seller the full purchase price as set forth in Seller's Documentation. Unless Seller's Documentation provides otherwise, freight, storage, insurance and all taxes, duties or other governmental charges relating to the Equipment shall be paid by Buyer. If Seller is required to pay any such charges, Buyer shall immediately reimburse Seller. All payments are due within 30 days after receipt of invoice. Buyer shall be charged the lower of 1 ½% interest per month or the maximum legal rate on all amounts not received by the due date and shall pay all of Seller's reasonable costs (including attorneys' fees) of collecting amounts due but unpaid. All orders are subject to credit approval.
3. **DELIVERY**. Delivery of the Equipment shall be in material compliance with the schedule in Seller's Documentation. Unless Seller's Documentation provides otherwise, Delivery terms are DDP, Prepaid & Add Destination
4. **OWNERSHIP OF MATERIALS**. All devices, designs (including drawings, plans and specifications), estimates, prices, notes, electronic data and other documents or information prepared or disclosed by Seller, and all related intellectual property rights, shall remain Seller's property. Seller grants Buyer a non-exclusive, non-transferable license to use any such material solely for Buyer's use of the Equipment. Buyer shall not disclose any such material to third parties without Seller's prior written consent.
5. **CHANGES**. Seller shall not implement any changes in the scope of work described in Seller's Documentation unless Buyer and Seller agree in writing to the details of the change and any resulting price, schedule or other contractual modifications. This includes any changes necessitated by a change in applicable law occurring after the effective date of any contract including these terms.
6. **WARRANTY**. Subject to the following sentence, "Supplier warrants to Purchaser that the Equipment shall materially conform to the description in Supplier's RFP and shall be free from defects in material and workmanship. Supplier shall have no other liability to Purchaser under warranty, tort or any other legal theory. If Purchaser gives Supplier prompt written notice of breach of this warranty within ninety days (90) on electrical supplies, one (1) year on mechanical supplies from delivery, (the "Warranty Period"). Supplier shall, at its sole option and as Purchaser's sole remedy, repair or replace the subject parts or refund the purchase price thereof. If Supplier determines that any claimed breach is not, in fact, covered by this warranty, Purchaser shall pay Supplier its then customary charges for any repair or replacement made by Supplier and there shall be a thirty-five percent (35%) re-stocking charge. Supplier's warranty is conditioned on Purchaser's (a) operating and maintaining the Equipment in accordance with Supplier's instructions, (b) not making any unauthorized repairs or alterations, and (c) not being in default of any payment obligation to Supplier. Supplier's warranty does not cover damage caused by chemical action or abrasive material, misuse or improper installation. THE WARRANTIES SET FORTH IN THIS SECTION ARE SUPPLIER'S SOLE AND EXCLUSIVE WARRANTIES AND ARE SUBJECT TO THE LIMITATION OF LIABILITY BELOW. SUPPLIER MAKES NO OTHER WARRANTIES OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION, ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR PURPOSE."
7. **INDEMNITY**. Seller shall indemnify, defend and hold Buyer harmless from any claim, cause of action or liability incurred by Buyer as a result of third party claims for personal injury, death or damage to tangible property, to the extent caused by Seller's negligence. Seller shall have the sole authority to direct the defense of and settle any indemnified claim. Seller's indemnification is conditioned on Buyer (a) promptly, within the Warranty Period, notifying Seller of any claim, and (b) providing reasonable cooperation in the defense of any claim.
8. **FORCE MAJEURE**. Neither Seller nor Buyer shall have any liability for any breach (except for breach of payment obligations) caused by extreme weather or other act of God, strike or other labor shortage or disturbance, fire, accident, war or civil disturbance, delay of carriers, failure of normal sources of supply, act of government or any other cause beyond such party's reasonable control.
9. **CANCELLATION**. If Buyer cancels or suspends its order for any reason other than Seller's breach, Buyer shall promptly pay Seller for work performed prior to cancellation or suspension and any other direct costs incurred by Seller as a result of such cancellation or suspension.
10. **LIMITATION OF LIABILITY**. NOTWITHSTANDING ANYTHING ELSE TO THE CONTRARY, SELLER SHALL NOT BE LIABLE FOR ANY CONSEQUENTIAL, INCIDENTAL, SPECIAL, PUNITIVE OR OTHER INDIRECT DAMAGES, AND SELLER'S TOTAL LIABILITY ARISING AT ANY TIME FROM THE SALE OR USE OF THE EQUIPMENT SHALL NOT EXCEED THE PURCHASE PRICE PAID FOR THE EQUIPMENT. THESE LIMITATIONS APPLY WHETHER THE LIABILITY IS BASED ON CONTRACT, TORT, STRICT LIABILITY OR ANY OTHER THEORY.
11. **MISCELLANEOUS**. If these terms are issued in connection with a government contract, they shall be deemed to include those federal acquisition regulations that are required by law to be included. These terms, together with any quotation, purchase order or acknowledgement issued or signed by the Seller, comprise the complete and exclusive statement of the agreement between the parties (the "Agreement") and supersede any terms contained in Buyer's documents, unless separately signed by Seller. No part of the Agreement may be changed or cancelled except by a written document signed by Seller and Buyer. No course of dealing or performance, usage of trade or failure to enforce any term shall be used to modify the Agreement. If any of these terms is unenforceable, such term shall be limited only to the extent necessary to make it enforceable, and all other terms shall remain in full force and effect. Buyer may not assign or permit any other transfer of the Agreement without Seller's prior written consent. The Agreement shall be governed by the laws of the State of North Carolina without regard to its conflict of laws provisions.
12. Veolia takes all issues surrounding probity and confidentiality very seriously in all of its dealings with competitors and stakeholders. In this spirit and for the sake of transparency, we inform you that the publicly traded parent company Veolia Environnement S.A., recently acquired a 29.9% interest in Suez S.A ("Suez") and launched a public bid for the remainder of Suez' share capital. Consistent with our commitment to competition law compliance, Veolia will continue to act entirely independent of Suez until all relevant antitrust approvals of Veolia's acquisition of Suez have been obtained and we will of course let you know if this would change before the end of the tender proceedings. Specifically, none of Veolia's representatives sit on the board of Suez, Veolia has no influence over the strategy or operations of Suez, and Veolia has no access to competitively sensitive information about Suez's operations. Accordingly, Veolia's ongoing project to acquire Suez will have no effect on our participation in, or response to, this tender.

VEOLIA WATER TECHNOLOGIES, INC. (DBA KRUGER) - STANDARD TERMS OF SALE - SERVICE ORDERS

The terms and conditions set forth below govern all work or services requested by Client as described and set forth in the Quote of Veolia Water Technologies, Inc. ("Veolia") attached hereto. The provisions of said Quote govern the scope of services to be performed, including the time schedule, compensation, and any other special terms.

These terms and conditions shall apply unless expressly stated to the contrary or inconsistent with said Quote.

1. **COMPENSATION**. For services performed on a lump sum basis, Client agrees to compensate Veolia in accordance with the payment schedule (milestone payments or otherwise) specified in the Quote.

2. **INVOICES AND PAYMENT**. Unless otherwise stated in the Quote, invoices will be submitted as work is performed and payment is due within thirty (30) days of the invoice. Payment of invoices shall be in U.S. dollars. Client shall notify Veolia within fifteen (15) days of receipt of invoice of any charges associated with the invoice that Client disputes and contends that Client does not owe to Veolia. If Client so notifies Veolia, and if only a portion of the invoice is disputed, Client shall pay the undisputed portion within thirty (30) days of receipt or such portion shall be deemed delinquent. Any charges disputed by Client in good faith will not be deemed delinquent. However, should Veolia have to resort to legal action to collect disputed charges and Veolia is successful in such action, then Veolia will be entitled to recover its legal fees and expenses and collect interest at the rate of one and one-half (1-1/2%) percent per month on the collected disputed charges beginning thirty (30) days after receipt by Client of the invoice first containing the collected disputed charge. Client will be charged interest at the rate of one and one-half (1-1/2%) percent per month on the unpaid balance on all delinquent invoices. In the event that Client terminates or suspends Veolia's services or work prior to completion, Client shall pay, upon demand by Veolia, all outstanding invoices. Invoices not paid on demand when services are terminated or suspended shall be deemed delinquent. All costs and expenses, including reasonable legal fees and personnel costs incurred by Veolia to collect charges associated with delinquent invoices, or which are in dispute between Client and Veolia, shall be paid by Client. Veolia reserves the right to cease or suspend any or all work or services under this Agreement, upon five (5) days' written notice to Client, in the event Client fails to pay Veolia's invoices to Client when due and payable under this Agreement or if, in the Veolia's reasonable opinion, Client's financial condition or other circumstances reasonably suggest a future inability to pay and, thus, do not warrant Veolia's ongoing performance of its work or services.

3. **INDEPENDENT CONTRACTOR**. Veolia shall be an independent contractor and shall be fully independent in performing the services or work and shall not act or hold itself out as an agent, servant or employee of Client. This paragraph applies equally to Client.

4. **VEOLIA'S LIMITED WARRANTY FOR SERVICES**. The sole and exclusive warranty which Veolia makes with respect to the services is that the same shall be performed in accordance with generally accepted professional practices, and in compliance with the specifications provided to Veolia by Client; but only to the extent disclosed to and accepted by Veolia. Claims for defects, deficiencies, errors or omissions or any other claims for defective services must be made in writing within thirty (30) business days of Client's discovery of such alleged defect, deficiency, error or omission or other claim (including defects that would have been discovered by a reasonably prudent investigation). In the event Veolia's performance of the services or any portion thereof, fails to conform to the above stated limited warranty, Veolia shall expeditiously initiate re-performance of the nonconforming services, or upon the mutual agreement of the parties, refund the amount of compensation paid to Veolia for such nonconforming services.

   THE FOREGOING ARE THE SOLE AND EXCLUSIVE WARRANTIES PROVIDED BY VEOLIA, AND ARE IN LIEU OF ALL OTHER WARRANTIES. VEOLIA MAKES NO OTHER WARRANTY, EXPRESS OR IMPLIED, IN FACT OR IN LAW, WHETHER STATUTORY, WRITTEN OR ORAL. VEOLIA DISCLAIMS, AND CLIENT WAIVES, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND/OR FITNESS FOR A PARTICULAR PURPOSE.

5. **CLIENT'S WARRANTY.** Client warrants that a) it will provide to Veolia all available information regarding the site, structures, facilities, buildings and land involved with the work and that such information shall be true and correct; b) that all work (which it performs that is likely to affect Veolia's work, if any) shall be performed in accordance with generally accepted professional practices; c) and it has title to or will provide right of entry or access to all property necessary to perform the work.

6. **INDEMNITY.** Subject to the limitations set forth in Section 8 below, Veolia shall indemnify, defend and hold Client harmless from any claim, cause of action or liability incurred by Client as a result of third party claims for personal injury, death or damage to tangible property, to the extent caused by Veolia's negligence or willful misconduct. Veolia shall have the sole authority to direct the defense of and settle any indemnified claim. Veolia's indemnification is conditioned on Client (a) promptly notifying Veolia of any claim, and (b) providing reasonable cooperation in the defense of any claim. Subject to the limitations set forth in Section 8 below, Client agrees to indemnify, defend and hold Veolia harmless from and against any claim, cause of action or liability incurred by Veolia as a result of death or bodily injuries to any person, destruction or damage to any tangible property caused by Client's negligence or willful misconduct.

7. **ENVIRONMENTAL INDEMNIFICATION PROVISION**. Client agrees to indemnify, defend, and hold harmless Veolia from and against all losses, liabilities, claims, suits, costs, damages, investigation and clean-up costs, fines, penalties, including reasonable attorneys' fees, resulting from or relating to the actual alleged or threatened discharge, escape or release of toxic, hazardous, offensive, or dangerous materials, substances, chemicals or wastes at, on, into, or from the Property or facilities, except to the extent that any such loss is caused by the negligence or willful misconduct by Veolia or its officers, directors, or employees. This provision shall survive the expiration or termination of this Agreement and the Contract for any reason.

8. **CONSEQUENTIAL DAMAGES/LIMITATION OF LIABILITY.** Neither Party shall be liable to the other for loss of anticipated or actual profit, loss of revenue, loss of use, loss of production, business interruption or any similar damage or for indirect, special, incidental, consequential, exemplary or punitive damages of any kind whether arising in contract, in tort (including negligence), or by operation of law. Veolia's total liability, whether arising from or based upon breach of warranty, breach of contract, tort, including negligence, errors and omissions, strict liability, indemnity or any other cause or basis whatsoever, is expressly limited to the net fee received by Veolia. This provision limiting Veolia's liability shall survive the

termination, cancellation or expiration of the Agreement.

9. **INSURANCE.** During the performance or services or work under this Agreement, Veolia will, at its own expense, carry Workers' Compensation Insurance/Employer's Liability Insurance within limits required by law; Commercial General Liability Insurance for bodily injury and for property damage; and Comprehensive Automobile Liability Insurance for bodily injury and property damage. At Client's request, Veolia shall provide a Certificate of Insurance demonstrating Veolia's compliance with this section. Such Certificate of Insurance shall provide that said insurance shall not be reduced in coverage or canceled until at least thirty (30) days after written notice has been provided to Client.

10. **FORCE MAJEURE.** Neither party shall be responsible or liable to the other for default or delay in the performance of any of its obligations hereunder (other than the payment of money for services already rendered) caused in whole or in part by strikes or other labor difficulties or disputes; governmental orders or regulations; war, riot, fire, explosion; terrorism, acts of God; extreme weather, storms named by NOAA, or any other causes which are beyond the reasonable control of the respective party. In the event of delay in performance due to any such cause, the time for completion will be extended by a period of time reasonably necessary to overcome the effect of the delay. The party so prevented from complying shall within a reasonable time of its knowledge of the disability advise the other party of the effective cause, the performance suspended or affected and the anticipated length of time during which performance will be prevented or delayed and shall make all reasonable efforts to remove such disability as soon as possible, except for labor disputes, which shall be solely within said party's discretion. The party prevented from complying shall advise the other party when the cause of the delay or default has ended, the number of days which will be reasonably required to compensate for the period of suspension and the date when performance will be resumed. Any additional costs or expenses accruing or arising from the delaying event shall be solely for the account of Client.

    COVID-19: Veolia shall not be held liable in the event of a non-compliance with its obligations set forth herein to the extent such non-compliance is due to the consequences of the Covid-19 pandemic including without limitation (i) obligation to comply with the legislation enacted or measures taken by the authorities to address the Covid-19 pandemic (including mandatory closures, requisitions, transport limitations, social distancing requirements), (ii) observance of hygiene and security rules and recommendations resulting from the Covid-19 pandemic, (iii) inability to supply or distribute to relevant personnel appropriate personal protective equipment for the tasks to be performed, as a result of shortages of supply resulting from the Covid-19 pandemic, (iv) inability of a Veolia subcontractor or supplier to comply with its obligations for the reasons mentioned above; and to the extent the resulting impediments cannot be reasonably overcome."

    In the event such consequences of the Covid-19 pandemic render Veolia's performance hereunder more onerous than could have been anticipated at the date hereof the parties shall negotiate alternative contractual terms, including for delivery/performance dates or service levels, which reasonably allow for the impact of the consequences of the Covid-19 pandemic referred to hereinabove.

11. **NOTICE.** Any notice, communication, or statement required or permitted to be given hereunder shall be in writing and deemed to have been sufficiently given when delivered in person or sent by United States mail or email, to the physical or email address of the party for whom it is intended, or to such other address for either party as the party may by written notice designate.

12. **ASSIGNMENT/SUBCONTRACT.** Neither party hereto shall assign this Agreement or any part thereof or any interest therein without the prior written approval of the other party hereto (except in the event that substantially all of the assets of the Client's facility are sold). Veolia shall have the right to subcontract any portion of the work.

13. **MODIFICATION.** In the event modifications and/or changes are requested by Client after services have been performed, which, modifications and/or changes are through no fault of Veolia, or in the event additional work not covered by the Agreement is requested by Client, Veolia shall have the right to review such requests and notify Client of the effect on price, schedule or any other obligations assumed by Veolia under this Agreement. Subject to the availability of required resources and on a schedule compatible with Veolia's other schedules and commitments, Veolia shall initiate work on any such changes.

14. **DELAYED AGREEMENTS AND INFORMATION.** The performance by Veolia of its obligations under this Agreement is contingent upon the Client performing its obligations in a timely manner and cooperating with Veolia to the extent required for completion of the work. Delays by Client in providing information or approvals, or performing its contractual obligations may result in an adjustment of contract price and schedule.

15. **CONSTRUCTION PHASE.** To the extent the work is related to or followed by construction work by others, Veolia shall not be responsible for the means, methods, techniques, schedule, sequences or procedures of construction contractors, or the safety precautions and programs incident thereto, and shall not be responsible for the construction contractor's failure to perform the work in accordance with its contractual requirements. Veolia will not direct, supervise or control the work of Client's contractors or Client's subcontractors.

16. **REPORTS, DOCUMENTS AND INFORMATION.** All devices, designs (including drawings, plans and specifications), estimates, prices, notes, electronic data and other documents or information prepared or disclosed by Veolia, and all related intellectual property rights, shall remain Veolia's property. Veolia grants Client a non-exclusive, non-transferable license to use any such material solely for Client's use of the work. Client shall not disclose any such material to third parties without Veolia's prior written consent.

17. **LIMITED USE OF REPORT.** Any report prepared as part of the work will be prepared solely for the use of Client. Third parties are not to rely upon the report, unless both Veolia and Client consent in writing to such reliance. In the event that Client provides the report to a third party without Veolia's written consent, Client will indemnify Veolia for any resulting loss or harm.

18. **DISPOSAL OF CONTAMINATED MATERIAL.** It is understood and agreed that Veolia is not, and has no responsibility as, a generator, operator, owner, treater, or storer of pre-existing substances or wastes found or identified at work sites. Veolia shall not directly or indirectly assume title to such substances or wastes and shall not be liable to third parties alleging that Veolia has or had title to such materials. Client will indemnify and hold harmless Veolia from and against all incurred losses, damages, costs and expenses, including but not limited to attorneys' fees, arising or resulting from actions brought by third parties alleging or identifying Veolia as a generator, operator, storer, treater or owner of pre-existing substances or wastes found or identified at work sites.

19. **SUSPENSION OR TERMINATION.** In the event the work is terminated or suspended by Client prior to the completion of the services contemplated hereunder, Veolia shall be paid for: (i) the services rendered to the date of termination or suspension, (ii) the demobilization costs, (iii) the costs incurred with respect to non-cancelable commitments, and (iv) reasonable services provided to effectuate a professional and timely project

termination or suspension.

20. **GOVERNING LAW.** This Agreement shall be governed by and interpreted pursuant to the laws of the State of North Carolina. Any litigation shall be heard in a state or federal court in Wake County, North Carolina.

21. **HEADINGS AND SEVERABILITY.** Headings preceding the text of enumerated sections are inserted solely for convenience and shall not constitute a part of the Agreement nor affect the meaning, content, effect or construction of this Agreement. Every part, term or provision of this Agreement is severable from all others. Notwithstanding any possible future finding by a duly constituted authority that a particular part, term or provision is invalid, void or unenforceable, this Agreement has been made with the clear intention that the validity and enforceability of the remaining parts, terms and provisions shall not be affected thereby.

22. **MISCELLANEOUS**. Veolia takes all issues surrounding probity and confidentiality very seriously in all of its dealings with competitors and stakeholders. In this spirit and for the sake of transparency, we inform you that the publicly traded parent company Veolia Environnement S.A., recently acquired a 29.9% interest in Suez S.A ("Suez") and launched a public bid for the remainder of Suez' share capital. Consistent with our commitment to competition law compliance, Veolia will continue to act entirely independent of Suez until all relevant antitrust approvals of Veolia's acquisition of Suez have been obtained and we will of course let you know if this would change before the end of the tender proceedings. Specifically, none of Veolia's representatives sit on the board of Suez, Veolia has no influence over the strategy or operations of Suez, and Veolia has no access to competitively sensitive information about Suez's operations. Accordingly, Veolia's ongoing project to acquire Suez will have no effect on our participation in, or response to, this tender.

23. **ENTIRE AGREEMENT**. The terms and conditions set forth herein, along with the Quote, constitute the entire Agreement and understanding of the parties relating to the work or services provided by Veolia to Client, and merge and supersede all prior agreements, commitments, representations, writings and discussions between them, and shall be incorporated in all work orders, purchase orders and authorizations unless otherwise so stated by typed or handwritten, but not by pre-printed, words therein. The terms and conditions may be amended only by a written instrument signed by both parties.

24. **ESCALATION**. If during the performance of the contract, the price of labor, material, freight, and other costs significantly increase, through no fault of Veolia, the price shall be equitably adjusted and subject to escalation. A significant price increase shall mean any price increase from proposal date to material procurement greater than 2.0% from stated prices. Delays and costs associated with a Force Majeure event shall also be equitably adjusted and subject to a change in price and/or schedule. Escalation to be based on cost increases, (without additional profit, overhead or margin) and shall include labor, material, freight, and other costs to Veolia that occur in the specified time period. Any revisions or changes requested by the customer will be priced on a case-by-case basis. Such price increases shall be documented through third party sources.

STAFF REPORT

Meeting Date: September 16, 2025
Item #: 13

Contact Name: Jen Bolling
Contact Number: Ext. 4021

Department Director: Craig Shadrix
City Manager: Craig Shadrix

Subject: Approval of Rewis Street Sidewalk Replacement. (Utilities Director Bolling)

Background Summary:

The Lakewood Rewis Asbestos Cement Watermain Replacement Project is nearing completion. The project scope is for the construction of the new watermain and the restoration of areas impacted by the project's construction activities. Upon completion of this project, Rewis Street and Flewelling Avenue will also be resurfaced.

Approximately 1,500 linear feet of sidewalk on Rewis Street outside of the project scope is in extremely poor condition. The complete restoration of the entire street and associated sidewalk will significantly enhance the streetscape and provide a more uniform, long-lasting improvement in this area; however, the replacement of the sidewalk outside the construction limits is not eligible for funding under the project budget.

Cathcart Construction, the contractor for the Lakewood Rewis Watermain Replacement Project, is expected to complete construction within the next two weeks and has provided a quote of $85,960 to replace the remaining poor-condition sidewalk outside the project scope. There is available funding to cover $46,400 of the total cost, and following discussions with the City Manager, $39,560 from the Contingency fund is being requested to cover the remaining cost.

Issue:

Should the Honorable Mayor and City Commissioners approve the Rewis Street sidewalk replacement for a total cost of $85,960 and the use of $39,560 from the Contingency Reserve to fund part of this sidewalk replacement project?

Recommendations:

Staff recommends that the Honorable Mayor and City Commissioners authorize the City Manager to cause the replacement of sidewalk on Rewis Street by contracting with Cathcart Construction and the use of $39,560 from the Contingency Reserve to fund part of this project. Staff also recommends the City Manager be authorized to approve changes in the contract up to the limit of his purchasing authority for each change.

Attachments:

1. 5439 RCO 03 - Sidewalk Repairs on Rewis (003)

Financial Impacts:
Sidewalk replacement will be funded using $13,000.00 from GL 001-541-10-5303, $15,000.00 from GL 001-541-10-5313, $18,400.00 from GL 401-533-10-3400, and $39,560 from GL 001-516-00-4900 $39,560.00.

Type of Item: Consent

Cathcart Construction Company

- Florida, LLC -

CHANGE ORDER 03 - Sidewalk Repair Along Rail Road at Rewis St

On Rewis Street from Lakewood Ave to West Ave **7/28/2025**

ITEM NO.	ITEM DESCRIPTION	Qty.	Unit of Measure	Unit Price, $	Total, $ (d x e)
CO-31	General Conditions & MOT	1.00	LS	$ 6,905.00	$ 6,905.00
CO-32	Removal of Existing Concrete Sidewalk	675.00	SY	$ 15.00	$ 10,125.00
CO-33	Installation of Concrete Sidewalk, 4" Thick	675.00	SY	$ 65.00	$ 43,875.00
CO-34	Regrade Embankment	675.00	CY	$ 18.00	$ 12,150.00
CO-35	Borrow Excavation, Truck Measure	83.00	CY	$ 35.00	$ 2,905.00
CO-36	Contingency - CFW Coordination & Requirements	1.00	LS	$ 10,000.00	$ 10,000.00
				Total	**$ 85,960.00**

Notes

This will require two weeks additional contract time (14 Days)

CO-31: Concrete Crew Mobilization & MOT for Shoulder Closure

Includes should closure from Lakewood Ave to West Ave on Rewis

CO-32 Removal and Disposal

CO-33 675 SY estimated of 4' wide sidewalk

CO-34 Required to repair undermined sidewalk

CO-35 Estimed 6" of dirt at 3' wide along Proposed Sidewalk

Existing soils have washed out down the tracks, displacing dirt

CO-36 Contingent apon any requirement or training needed to work in CFW ROW

Key:

City of Ocoee: Public Works

Cathcart Construction

Good Condition



SCALE:	CITY OF OCOEE UTILITIES DEPARTMENT 1800 A. D. Mims Rd. Ocoee, Fl. 34761 (407) 905-3159	PROJECT: Lakewood/Rewis Water Main Extension Sidewalk Repair	SHEET P1 1 of 3	ENGINEER
DESIGNED BY: Maki Sekine, E.I.		SHEET: Plan Sheet		
DATE: July 2025				

Key:

City of Ocoee: Public Works

Cathcart Construction

Good Condition



SCALE:	CITY OF OCOEE UTILITIES DEPARTMENT 1800 A. D. Mims Rd. Ocoee, Fl. 34761 (407) 905-3159	PROJECT: Lakewood/Rewis Water Main Extension Sidewalk Repair	SHEET P2 2 of 3	ENGINEER
DESIGNED BY: Maki Sekine, E.I.		SHEET: Plan Sheet		
DATE: July 2025				

Key:

City of Ocoee: Public Works

Cathcart Construction

Good Condition



SCALE:	CITY OF OCOEE UTILITIES DEPARTMENT 1800 A. D. Mims Rd. Ocoee, Fl. 34761 (407) 905-3159	PROJECT: Lakewood/Rewis Water Main Extension Sidewalk Repair	SHEET P3 3 of 3	ENGINEER
DESIGNED BY: Maki Sekine, E.I.		SHEET: Plan Sheet		
DATE: July 2025				

STAFF REPORT

Meeting Date: September 16, 2025
Item #: 14

Contact Name: Brett McFarlane
Contact Number: Ext. 7145

Department Director:
City Manager: Craig Shadrix

Subject: Approval of Resolution for Abandonment and Vacation for Portions of North Lakewood Avenue and Clarcona Ocoee Road Rights of-Way; Project No. VAC-22-34. (Concurrency & Commitment Coordinator McFarlane)

Background Summary:

The applicant, DKC Ocoee Village Center S.W., LLC, is requesting the City to abandon and vacate portions of unimproved rights-of-way (ROWs) of North Lakewood Avenue and Clarcona Ocoee Road, which are owned and maintained by the City of Ocoee. The ROWs are located in Commission District 1 and within the Ocoee Village Center Planned Unit Development (PUD). The portions of said ROWs requested for abandonment and vacation are described and shown within Exhibit A of the Resolution. The vacate request is the result of the realignment of N Lakewood Avenue which has been completed (see N Lakewood Avenue Old and New Segments aerial map).

On January 7, 2022, the developer and the City entered into a Right-of-Way Vacation and Dedication Agreement (see Right-of-Way Vacation and Dedication Agreement). The ROW shown in this agreement included areas of N Lakewood Avenue and a portion of the southwest corner of the intersection of Clarcona Ocoee Road and N Lakewood Avenue. Section 2 of the Agreement stipulated that in exchange for the completion of the roadway improvements and dedication of the new North Lakewood Avenue segment, the City agreed to process a ROW abandonment and vacation application for the old North Lakewood Avenue segment. On January 16, 2024, the City accepted the roadway improvements for the new, realigned North Lakewood Avenue segment.

Staff received no letters of objection from all of the applicable utility providers for the abandonment and vacation of the identified portions of North Lakewood Avenue and Clarcona Ocoee Road ROWs.

Issue:

Should the Honorable Mayor and City Commissioners approve the resolution abandoning and vacating unimproved portions of the rights-of-way for North Lakewood Avenue and Clarcona Ocoee Road?

Recommendations:

Staff recommends that the Honorable Mayor and City Commissioners approve the resolution abandoning and vacating unimproved portions of the rights-of-way for North Lakewood Avenue and Clarcona Ocoee Road.

Attachments:

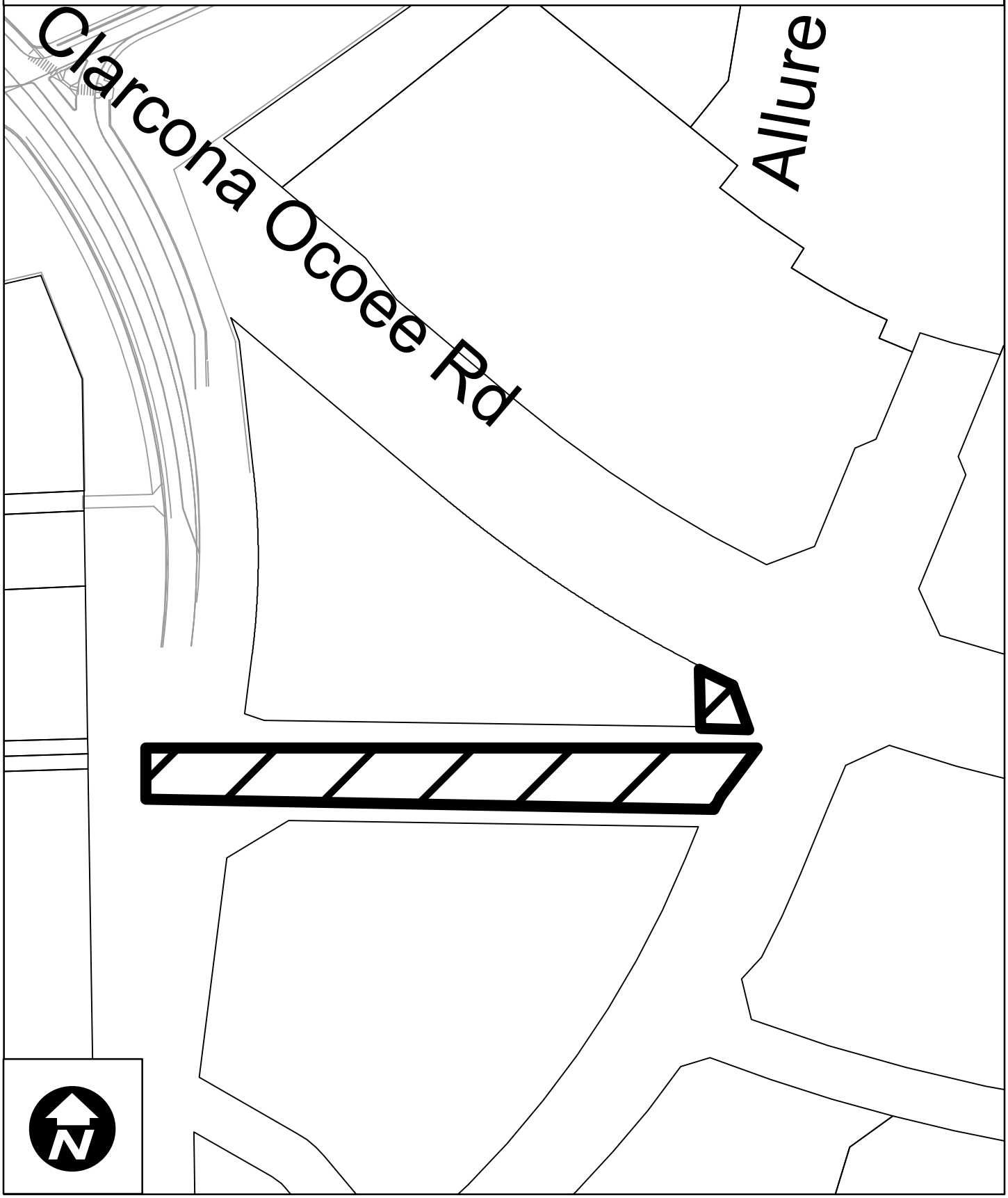
1. Location Map

2. Aerial Map
3. N Lakewood Avenue Old and New Segments
4. Right-of-Way Vacation and Dedication Agreement
5. Resolution
6. Advertisement

Financial Impacts:
None

Type of Item: Public Hearing

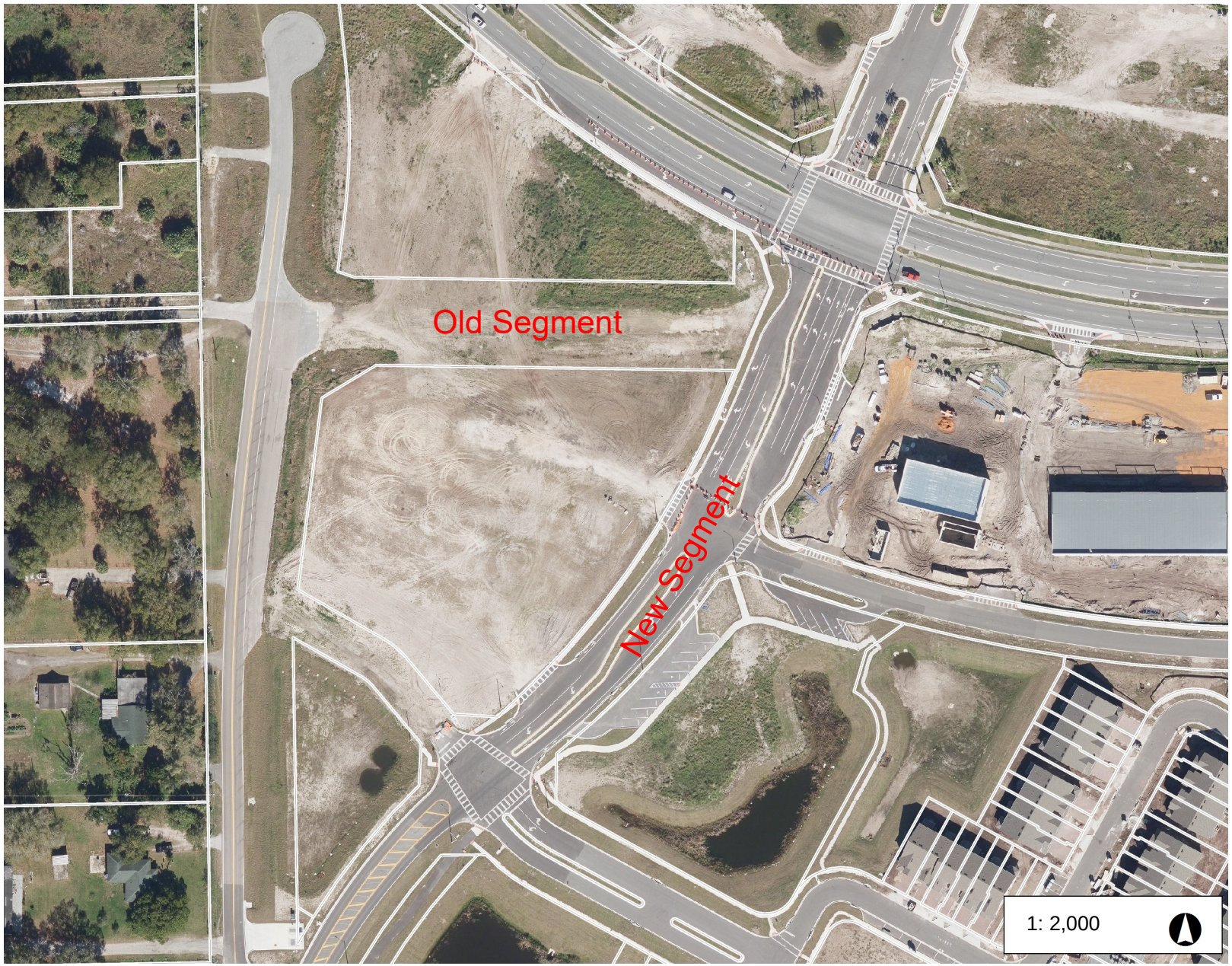
Ocoee Village Center Right-of-Way Vacate
Location Map

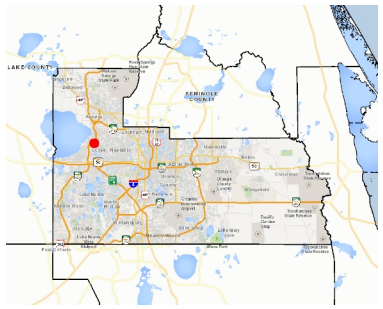


Ocoee Village Right-of-Way Vacate
Aerial Photography



N Lakewood Avenue Old and New Segments





Legend

- Parcel Outline
- Aerial Imagery
  - Red: Band_1
  - Green: Band_2
  - Blue: Band_3

Notes

1: 2,000

0.1 0 0.03 0.1 Miles

NAD_1983_StatePlane_Florida_East_FIPS_0901_Feet
Orange County, FL BCC

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

THIS INSTRUMENT PREPARED BY:

Stephen V. Hoffman, Esq.
Olive Judd, P.A.
2426 East Las Olas Boulevard
Fort Lauderdale, Florida 33301

AFTER RECORDING RETURN TO:

City Clerk
CITY OF OCOEE
150 N. Lakeshore Drive
Ocoee, FL 34761
(407) 656-2322

DOC # 20220023507
01/10/2022 13:58 PM Page 1 of 13
Rec Fee: $112.00
Deed Doc Tax: $0.00
Mortgage Doc Tax: $0.00
Intangible Tax: $0.00
Phil Diamond, Comptroller
Orange County, FL
Ret To: CSC INC

For Recording Purposes Only

RIGHT-OF-WAY VACATION AND DEDICATION AGREEMENT BETWEEN OCOEE DEVELOPMENT IV, LLC AND AND CITY OF OCOEE, FLORIDA

(North Lakewood Avenue)

THIS RIGHT-OF-WAY TRANSFER AGREEMENT ("**Agreement**") is made and entered into on the last date of execution below by and between the **CITY OF OCOEE**, a Florida municipal corporation, whose address is 150 North Lakeshore Drive, Ocoee, Florida 34761 ("**City**") and **OCOEE DEVELOPMENT, IV, LLC**, a Florida limited liability company, whose address is 246 North Westmonte Drive, Altamonte Springs, Florida 34727 ("**Developer**"). City and Developer are sometimes collectively referred to herein as the "**Parties**."

WITNESSETH:

WHEREAS, the Developer is developing a mixed use project on certain lands located in Orange County, Florida, and within the corporate limits of the City of Ocoee, Florida, known as Ocoee Village Center pursuant to agreements and plans approved and to be approved by the City, including that certain Development Agreement for Ocoee Village Center recorded February 4, 2021, in Official Records Document No. 20210068654 of the public records of Orange County, Florida; and

WHEREAS, in the course of the construction of Ocoee Village Center, Developer is making certain improvements to Lakewood Avenue; and,

WHEREAS, the improvements to be made to Lakewood Avenue by Developer requires the realignment of the right of way onto property owned by Developer; and,

WHEREAS, Developer intends to construct roadway improvements for the realignment of Lakewood Avenue and dedicate such improvements and underlying land as the right of way to the City as part of the Ocoee Village Center Plat, such new roadway being as depicted and described in **Exhibit "A"** attached hereto (the "**Dedicated Lakewood Avenue Segment**"); and,

WHEREAS, upon completion and dedication of the Dedicated Lakewood Avenue Segment, that certain portion of right of way for Lakewood Avenue as depicted and described in **Exhibit "B"** attached hereto (the "**Vacated Lakewood Avenue Segment**") will no longer be required for public right of way purposes and Developer desires to obtain the Vacated Lakewood Avenue Segment to mitigate the impact on the Ocoee Village Center project with the dedication of the Dedicated Lakewood Avenue Segment; and,

WHEREAS, subject to the terms of this Agreement, rather than exercising the power of eminent domain to acquire from Developer the right of way necessary for the DedicatedLakewood Avenue Segment, Developer and City agree to proceed as follows: Developer shall construct the roadway improvements and transfer and dedicate the Dedicated Lakewood Avenue Segment by the recordation of the Ocoee Village Center Plat in exchange for the City vacating the Vacated Lakewood Avenue Segment as more fully set forth in this Agreement.

NOW THEREFORE, for and in consideration of the mutual agreements herein and other good and valuable consideration, the receipt, adequacy, and sufficiency of which are hereby expressly acknowledged, City and Developer agree as follows:

1. **Recital.** The above recitals are true and correct and form a material part of this Agreement and are incorporated herein by reference.

2. **Vacation of Vacated Lakewood Avenue Segment**. In exchange for the Developer's completion of the roadway improvements and dedication of the Dedicated Lakewood Avenue Segment, City agrees to process a vacation of right of way application and take such steps as are reasonably required in order to vacate the Vacated Lakewood Avenue Segment. Notwithstanding the foregoing, the City shall be under no obligation to finalize the vacation of the Vacated Lakewood Avenue Segment prior to Developer's completion of, and the City's acceptance of for right of way purposes, the roadway improvements and the dedication of the Dedicated Lakewood Avenue Segment as public right of way in connection with the recording of the Ocoee Village Center Plat. Developer, at Developer's sole cost and expense, shall obtain such consents from utility providers and take such actions as are required of applicants submitting for the vacation of right of way in the City of Ocoee. The City agrees to keep Developer reasonably informed as to the vacation of the Vacated Lakewood Avenue Segment. While the City agrees to proceed with the Vacated Lakewood Avenue Segment in an expeditious manner, the City makes no guaranty, representation or warranty on the timing for the final vacation of the Vacated Lakewood Avenue Segment nor does the City make any guaranty, representation or warranty that upon vacation of the Vacated Lakewood Avenue Segment that such vacated area will vest title in Developer. The City's vacation of the Vacated Lakewood Avenue Segment is the only consideration due and owing for the construction and dedication of the Dedicated Lakewood Avenue Segment; no payment or impact fee credits shall be payable in connection with the same.

3. **Dedicated Lakewood Avenue Segment**. In exchange for the City's vacation of the Vacated Lakewood Avenue Segment, Developer, at Developer's sole cost and expense, shall construct the roadway improvements within the Dedicated Lakewood Avenue Segment pursuant to the Construction Plans dated February 8, 2019, prepared by Wohlfarth Consulting Group, LLC, Job No.2018-017 and upon completion of, and the City's acceptance of for right of way purposes, the roadway improvements as part of the Dedicated Lakewood Avenue Segment will be dedicated as public right of way in connection with the recording of the Ocoee Village Center Plat. The Developer agrees to keep City reasonably informed as to the construction and dedication of the Dedicated Lakewood Avenue Segment. While the Developer agrees to proceed with the construction of the roadway improvements and dedication of the Dedicated Lakewood Avenue Segment in an expeditious manner, the Developer makes not guaranty, representation or warranty on the timing for the dedication of the Dedicated Lakewood Avenue Segment.

4. **Notices**. Any notices which may be permitted or required hereunder shall be in writing and shall be deemed to have been duly given as of the date and time the same are personally delivered or within three (3) days after depositing with the United States Postal Service, postage prepaid by registered or certified mail, return receipt requested, or within one (1) day after depositing with Federal Express or other overnight delivery service from which a receipt may be obtained, and addressed as follows:

Developer:	Ocoee Development IV, LLC 246 North Westmonte Drive Altamonte Springs, Florida Attention: Richard Wohlfarth
With a copy to:	Olive Judd, P.A. 2426 East Las Olas Boulevard Fort Lauderdale, Florida 33301 Attention: Stephen Hoffman, Esq.
City:	City of Ocoee, Florida 150 North Lakeshore Drive Ocoee, Florida 34761 Attn: City Manager
With a copy to:	Shuffield, Lowman & Wilson, P.A. 1000 Legion Place, Suite 1700 Orlando, FL 32801 Attention: Scott A. Cookson, Esq., City Attorney

or to such other address as either party hereto shall from time to time designate to the other party by notice in writing as herein provided. The attorneys for the parties set forth herein may deliver and receive notices on behalf of their clients.

5. **Default**. In the event either of the Parties breaches any warranty or representation contained in this Agreement or fails to comply with or perform any of the conditions to be complied with or any of the covenants, agreements, or obligations to be performed by said party under the terms and provisions of this Agreement, the other party, in its sole discretion, and after thirty (30) days prior written notice and opportunity to cure, shall be entitled to: (i) exercise any and all rights and remedies available to said party at law and in equity, including, without limitation, the right of specific performance, or (ii) terminate this Agreement, whereupon the Agreement shall be deemed null and void and of no further force and effect, and no party hereto shall have any further rights, obligations, or liability hereunder. Upon any such termination, this Agreement and all rights and obligations created hereunder shall be deemed null and void and of no further force or effect.

6. **General Provisions.** No failure of either party to exercise any power given hereunder or to insist upon strict compliance with any obligation specified herein, and no custom or practice at variance with the terms hereof, shall constitute a waiver of either party's right to demand exact compliance with the terms hereof. This Agreement contains the entire agreement of the Parties hereto, and no representations, inducements, promises, or agreements, oral or otherwise, between the Parties not embodied herein shall be of any force or effect. Any amendment to this Agreement shall not be binding upon any of the Parties hereto unless such amendment is in writing and executed by both Parties. Wherever under the terms and provisions of this Agreement the time for performance falls upon a Saturday, Sunday, or legal holiday, such time for performance shall be extended to the next business day. This Agreement may be executed in multiple counterparts, including by electronic (including digital) signature in compliance with Chapter 668,

Florida Statutes, each of which shall constitute an original, but all of which taken together shall constitute one and the same agreement. The headings inserted at the beginning of each paragraph of this Agreement are for convenience only, and do not add to or subtract from the meaning of the contents of each paragraph. Developer and City do hereby agree that such documents as may be legally necessary or otherwise appropriate to carry out the terms of this Agreement shall be executed and delivered by each party at or prior to Closing. This Agreement shall be interpreted under the laws of the State of Florida. The Parties hereto agree that the exclusive venue and jurisdiction for any legal action authorized hereunder shall be in the courts of Orange County, Florida. TIME IS OF THE ESSENCE OF THIS AGREEMENT AND EACH AND EVERY PROVISION HEREOF.

7. **Successors and Assigns.** This Agreement shall be binding upon and inure to the benefit of the Parties hereto and their successors and assigns.

8. **Survival of Provisions**. All representations and warranties set forth in this Agreement shall survive the Closing and shall survive the execution or delivery of any and all deeds and other documents at any time executed or delivered under, pursuant to, or by reason of this Agreement, and shall survive the payment of all monies made under, pursuant to, or by reason of this Agreement.

9. **Severability**. This Agreement is intended to be performed in accordance with, and only to the extent permitted by, all applicable laws, ordinances, rules, and regulations. If any provision of this Agreement or the application thereof to any person or circumstance shall, for any reason and to any extent, be invalid or unenforceable, the remainder of this Agreement and the application of such provision to other persons or circumstances shall not be affected thereby but rather shall be enforced to the greatest extent permitted by law.

10. **Effective Date**. This Agreement shall be and become effective on the date that it is signed and executed by the last to sign of City and Developer (**"Effective Date"**).

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed in a manner and form sufficient to bind them on the date set forth herein below.

[SIGNATURES TO FOLLOW]

"CITY"

CITY OF OCOEE, a Florida municipal corporation

By: _____
RUSTY JOHNSON
Mayor
Date: 1-4-22

Attest: _____
Melanie Sibbitt, City Clerk
Date: 01-04-22

FOR USE AND RELIANCE ONLY BY THE CITY OF OCOEE, FLORIDA; APPROVED AS TO FORM AND LEGALITY this 4th day of JAN., 2022.

SHUFFIELD, LOWMAN & WILSON, P.A.

By: _____
City Attorney

APPROVED BY THE OCOEE CITY COMMISSION AT A MEETING HELD ON January 4 **2022 UNDER AGENDA ITEM NO.** 5.

STATE OF FLORIDA)
COUNTY OF ORANGE)

STATE OF FLORIDA Fl)
COUNTY OF Orange)

The foregoing instrument was acknowledged before me this 4th day of January, 2022, by means of physical presence [✓] or remote notarization [ ] by Rusty Johnson as the Mayor of the City of Ocoee, on behalf of the City. He is personally known to me OR produced _____ _____ as identification.

MICHELE L SCHRAMM
Notary Public - State of Florida
Commission # GG 269557
My Comm. Expires Oct 21, 2022
Bonded through National Notary Assn.

NOTARY PUBLIC

_____
Signature of Notary Public - State of Florida
Print Name: Michele Schramm
Commission No.: GG 269557
My Commission Expires: 10-21-22

[ADDITIONAL SIGNATURE PAGE TO FOLLOW]

WITNESSES:

Print Name: Janine G. Reiser

Karina Mirpuri
Print Name: Karina Mirpuri

"DEVELOPER"

OCOEE DEVELOPMENT IV, LLC, a Florida limited liability company

By: _____ Manager
Stephen V. Hoffman, Manager

Date: 1.7.22

STATE OF FLORIDA)
) §§
COUNTY OF BROWARD)

On this 7 day of January, 2022, before me, the undersigned notary public in and for said County and State, personally appeared before me by means of physical presence [√] or online notarization [ ] Stephen V. Hoffman, Manager of **OCOEE DEVELOPMENT IV, LLC**, a Florida limited liability company, who is [√] personally known or [ ] provided _____ as identification and did/did not take an oath.

WITNESS my hand and notarial seal subscribed and affixed in said county and state, the day and year in this certificate above written.

NOTARY PUBLIC

My Commission Expires:

JANINE G. REISER
Notary Public-State of Florida
Commission # HH 129767
My Commission Expires
May 16, 2025

RESOLUTION NO. 2025-_____

A RESOLUTION OF THE CITY OF OCOEE, FLORIDA, ABANDONING AND VACATING UNIMPROVED PORTIONS OF THE RIGHTS OF WAY OF NORTH LAKEWOOD AVENUE AND CLARCONA-OCOEE ROAD LOCATED IN SECTION 5, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA. PROVIDING FOR RECORDATION; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Ocoee desires to abandon and vacate unimproved portions of the rights of way of North Lakewood Avenue and Clarcona-Ocoee Road located in Section 5, Township 22 South, Range 28 East, Orange County, Florida; and sketches and legal descriptions of such to be abandoned and vacated rights of way are attached hereto as **Exhibit "A"** and by this reference made a part hereof (the "Right of Way"); and

WHEREAS, the applicant has complied with the provisions of Section 153-10, Article II, Code of Ordinances, regarding the provision of certain information in connection with the application; and

WHEREAS, pursuant to Section 153-13(D)(1) through (3), Article II, Code of Ordinances, the City has provided, at least ten (10) days in advance of the public hearing, a notice of public hearing by regular mail to owner of real property abutting the Right of Way and all owners of the property within three hundred (300) feet in all directions of the Right of Way, a notice of public hearing published one (1) time in a newspaper of general circulation in the City of Ocoee, and a notice of public hearing via the placement of signs setting forth notice of the public hearing upon the Right of Way; and

WHEREAS, the City Commission of the City of Ocoee finds that said application and supporting documentation are in accordance with the requirements of Article II of Chapter 153

of the Code of Ordinances and that the requested abandonment and vacation of the Right of Way is consistent with the City of Ocoee Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF OCOEE, FLORIDA, AS FOLLOWS:

SECTION 1. **Authority**. The City Commission of the City of Ocoee has the authority to adopt this Resolution pursuant to Article VIII of the Constitution of the State of Florida, and Chapter 166, Florida Statutes, and Article II of Chapter 153 of the Code of Ordinances of the City of Ocoee.

SECTION 2. **Abandonment and Vacation of the Right of Way.** The City Commission of the City of Ocoee, Florida, hereby abandons, vacates and renounces any rights in and to the portion of said Right of Way as described herein in **Exhibit "A"**.

SECTION 3. **Recordation**. A certified copy of this Resolution shall be filed with the Orange County Comptroller and duly recorded among the Public Records of Orange County, Florida.

SECTION 4. **Severability**. If any section, subsection, sentence, clause, phrase or portion of this Resolution is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portion hereto.

SECTION 5. **Effective Date**. This Resolution shall become effective upon passage and adoption.

PASSED AND ADOPTED this _____ day of _____, 2025.

[SIGNATURES TO FOLLOW]

APPROVED:

ATTEST:

CITY OF OCOEE, FLORIDA

_____ _____,
Melanie Sibbitt, City Clerk Rusty Johnson, Mayor

(SEAL)

ADVERTISED _____, 2025
READ FIRST TIME AND ADOPTED
_____, 2025
UNDER AGENDA ITEM NO. _____.

FOR USE AND RELIANCE ONLY BY
THE CITY OF OCOEE, FLORIDA;
APPROVED AS TO FORM AND
LEGALITY this ____ day of
_____, 2025.

FISHBACK DOMINICK

By: _____
Richard Geller, City Attorney

EXHIBIT "A"

Docusign Envelope ID: 9F01244D-4B28-4BA9-95DE-549A8B6DD05F

WC GROUP
LAND DEVELOPMENT & ENGINEERING SERVICES

WOHLFARTH CONSULTING GROUP LLC
ENGINEERS, PLANNERS

246 N. WESTMONTE DRIVE
ALTAMONTE SPRINGS, FLORIDA 32714
(407) 750-3123

CERTIFICATE OF AUTHORIZATION NO. LB8214

EXHIBIT 'A'

SKETCH AND DESCRIPTION ONLY (NOT A SURVEY)

RIGHT-OF-WAY TO BE VACATED (N. LAKEWOOD AVENUE AND CLARCONA-OCOEE ROAD)

DESCRIPTION:

Portions of Section 5, Township 22 South, Range 28 East, Orange County, Florida, being portions of the Right-of-Way for North Lakewood Avenue and Clarcona-Ocoee Road more particularly described as follows:

Tract A

COMMENCE at the Southwest corner of the Southwest 1/4 of said Section 5; thence North 89°44'04" East along the South line of said Southwest 1/4, a distance of 30.00 feet to the Southwest corner of Parcel 62-161 Right-of-Way 'B' of the Orlando/Orange County Expressway Authority, as described in Stipulated Order of Taking recorded in Official Records Book 5461, Page 2341, of the Public Records of Orange County, Florida; thence North 00°53'06" West along the West boundary of said Parcel 62-161 Right-of-Way 'B', a distance of 1,434.83 feet to the POINT OF BEGINNING, said point also being the Northwest corner of said Parcel 62-161 Right-of-Way 'B'; thence continue North 00°53'06" West, a distance of 60.03 feet to the Southwest corner of Parcel 62-161 Right-of-Way 'A' of the Orlando/Orange County Expressway Authority, as described in Stipulated Order of Taking recorded in Official Records Book 5461, Page 2341, of said Public Records; thence South 89°10'10" East along the South boundary of said Parcel 62-161 Right-of-Way 'A', a distance of 581.95 feet to a point hereinafter known as Point "A"; thence

(Continued on Sheet 2 of 4)

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SHEET 1 OF 4

NOTES:

1. UNLESS IT BEARS THE ORIGINAL SIGNATURE AND SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER THIS DRAWING, SKETCH, PLAT OR MAP IS FOR INFORMATIONAL PURPOSES ONLY AND IS NOT VALID. ADDITIONS OR DELETIONS TO SURVEY MAPS OR REPORTS BY OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED WITHOUT WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.

2. LANDS SHOWN HEREON WERE NOT ABSTRACTED BY WOHLFARTH CONSULTING GROUP LLC FOR EASEMENTS AND RIGHTS-OF-WAY OF RECORD.

3. DATA SHOWN HEREON WAS COMPILED FROM OTHER INSTRUMENTS AND DOES NOT CONSTITUTE A FIELD SURVEY.

4. BEARINGS ARE BASED ON THE WEST LINE OF THE SOUTHWEST 1/4 OF SECTION 5, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA, SAID WEST LINE HAVING AN ASSUMED BEARING OF NORTH 00°53'06" WEST.

5. WOHLFARTH CONSULTING GROUP LLC CERTIFICATE OF AUTHORIZATION NO. LB 8214 IS ISSUED BY THE FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES.

PROJECT NAME: OCOEE VILLAGE CENTER
LOCATION: City of Ocoee, Orange County, Florida.

CERTIFICATION:

I HEREBY CERTIFY THAT THE ATTACHED SKETCH AND DESCRIPTION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AND THAT IT MEETS THE STANDARDS OF PRACTICE SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE.

FOR THE FIRM
WOHLFARTH CONSULTING GROUP LLC:

DocuSigned by:
Wilson Way
0C5E2BD070994D1...

cn=Wilson Way PSM, o=This item has been electronically signed and sealed by Wilson Way using a Digital Signature. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies., ou, email=wway@wcgroup.co, c=US
'00'04- 17:49:16 2025.05.20

5/20/2025

WILSON E. WAY, P.S.M.
PROFESSIONAL SURVEYOR and MAPPER #2885 STATE OF FLORIDA

REVISIONS	DATE	BY
REVISED	11/18/21	BF

DATE: 11/01/21	DRAWN BY BF	CHECKED BY WW	FIELD BOOK N/A

PROJECT NO. 2018-017

Docusign Envelope ID: 9F01244D-4B28-4BA9-95DE-549A8B6DD05F

WOHLFARTH CONSULTING GROUP LLC
ENGINEERS, PLANNERS
246 N. WESTMONTE DRIVE
ALTAMONTE SPRINGS, FLORIDA 32714
(407) 750-3123
CERTIFICATE OF AUTHORIZATION NO. LB8214

WC GROUP
LAND DEVELOPMENT & ENGINEERING SERVICES

EXHIBIT 'A'

SKETCH AND DESCRIPTION ONLY (NOT A SURVEY)

RIGHT-OF-WAY TO BE VACATED
(N. LAKEWOOD AVENUE AND
CLARCONA-OCOEE ROAD)

(Continued from Sheet 1 of 4)

DESCRIPTION:

departing from said South boundary run South 22°27'30" West, a distance of 64.54 feet; thence North 89°10'10" West along the North boundary of said Parcel 62-161 Right-of-Way 'B', a distance of 556.36 feet to the POINT OF BEGINNING. Containing 0.784 acres (34,150 square feet), more or less.

TOGETHER WITH:

Tract B

COMMENCE at said Point "A"; Thence North 22°27'30" East, a distance of 21.51 feet to the POINT OF BEGINNING, said point lying on the South Boundary of Parcel 1044, as described in Stipulated Order of Taking recorded in Official Records Book 9816, Page 8120, of the Public Records of Orange County, Florida; thence North 89°10'10" West along said South boundary, a distance of 41.75 feet; thence North 00°49'50" East along a West boundary of said Parcel 1044, a distance of 60.69 feet to a point on the arc of a non-tangent curve concave to the Northeast; thence from a tangent bearing of South 62°55'14" East, run Southeasterly along said curve having a radius of 1,385.18 feet, a chord bearing of South 63°30'26" East, a chord distance of 28.36 feet, a central angle of 01°10'23" for an arc distance of 28.36 feet; thence South 20°49'04" East along a non-tangent line, a distance of 47.99 feet; thence South 22°27'30" West, a distance of 4.10 feet to the POINT OF BEGINNING.
Containing 0.043 acres (1,852 square feet), more or less.

Containing in aggregate 0.826 acres (36,002 square feet), more or less.

D:\ocoee\Legals\N-LAKEWOOD-CLARCONA OCOEE RW VAC.dwg

SHEET 2 OF 4

PROJECT NO. 2018-017

REVISIONS	DATE	BY
REVISED	11/18/21	BF

DATE: 11/01/21	DRAWN BY BF	CHECKED BY WW	FIELD BOOK N/A

Docusign Envelope ID: 9F01244D-4B28-4BA9-95DE-549A8B6DD05F

WC GROUP
LAND DEVELOPMENT & ENGINEERING SERVICES

WOHLFARTH CONSULTING GROUP LLC
ENGINEERS, PLANNERS

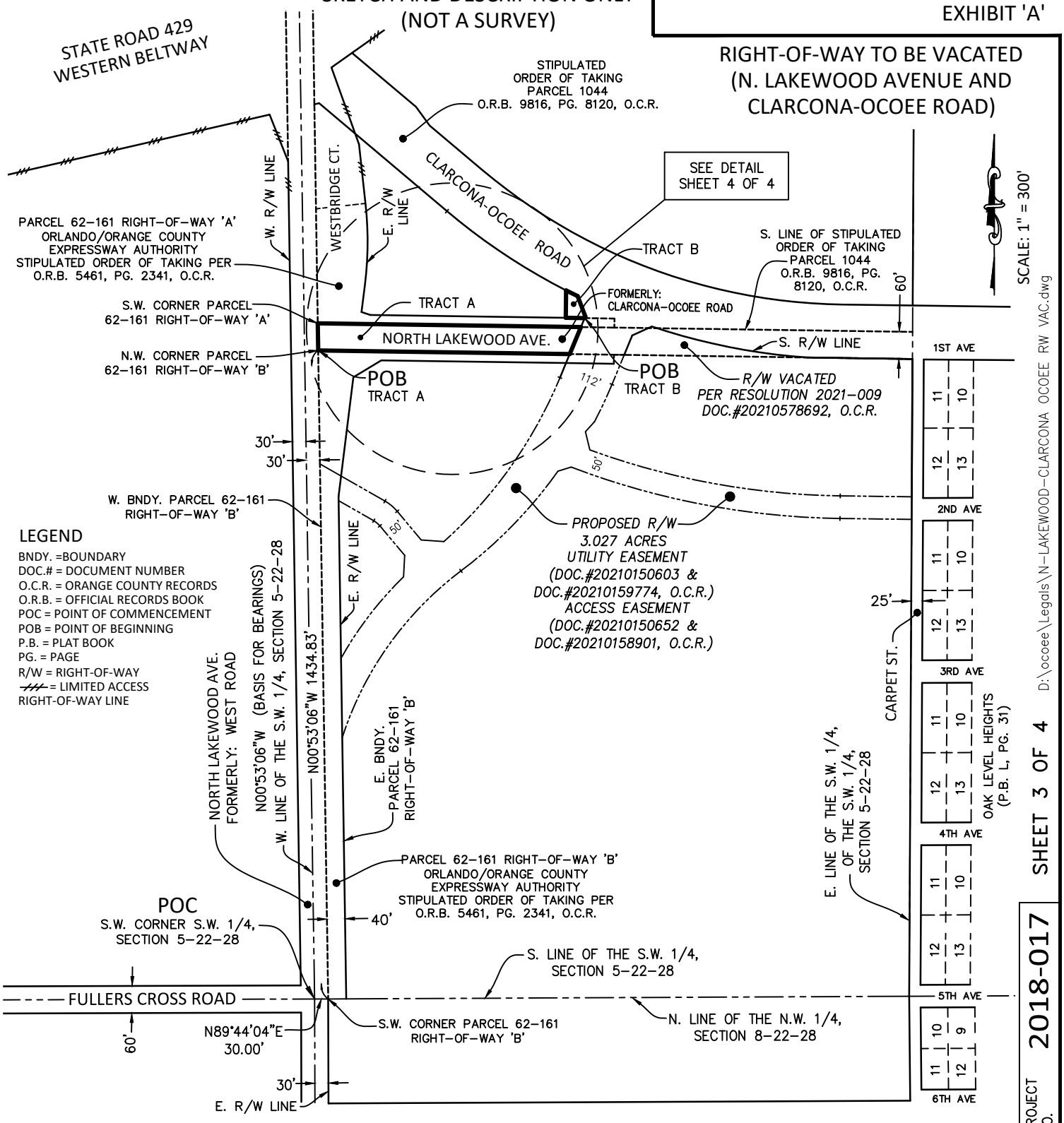
246 N. WESTMONTE DRIVE
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(407) 750-3123

CERTIFICATE OF AUTHORIZATION NO. LB8214

SKETCH AND DESCRIPTION ONLY (NOT A SURVEY)

EXHIBIT 'A'

RIGHT-OF-WAY TO BE VACATED (N. LAKEWOOD AVENUE AND CLARCONA-OCOEE ROAD)



REVISIONS	DATE	BY
REVISED	11/18/21	BF

DATE:	DRAWN BY	CHECKED BY	FIELD BOOK
11/01/21	BF	WW	N/A

Docusign Envelope ID: 9F01244D-4B28-4BA9-95DE-549A8B6DD05F

WC GROUP
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ALTAMONTE SPRINGS, FLORIDA 32714
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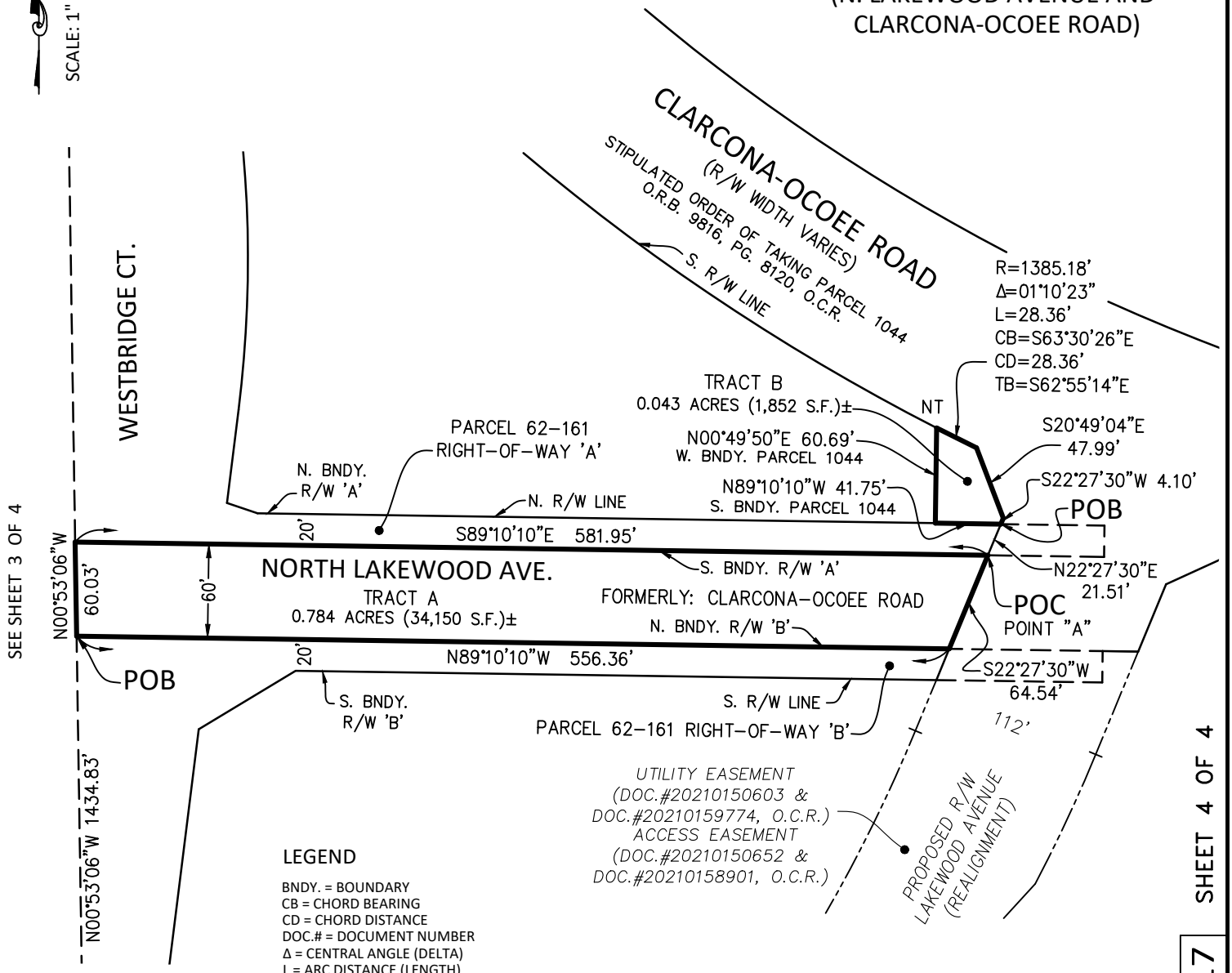
CERTIFICATE OF AUTHORIZATION NO. LB8214

SKETCH AND DESCRIPTION ONLY (NOT A SURVEY)

EXHIBIT 'A'

RIGHT-OF-WAY TO BE VACATED (N. LAKEWOOD AVENUE AND CLARCONA-OCOEE ROAD)

SCALE: 1" = 100'



LEGEND

BNDY. = BOUNDARY
CB = CHORD BEARING
CD = CHORD DISTANCE
DOC.# = DOCUMENT NUMBER
Δ = CENTRAL ANGLE (DELTA)
L = ARC DISTANCE (LENGTH)
NT = NON-TANGENT
O.C.R. = ORANGE COUNTY RECORDS
O.R.B. = OFFICIAL RECORDS BOOK
P.B. = PLAT BOOK
PG. = PAGE
POB = POINT OF BEGINNING
POC = POINT OF COMMENCEMENT
R = RADIUS
R/W = RIGHT-OF-WAY
S.F. = SQUARE FEET
TB = TANGENT BEARING

REVISIONS	DATE	BY
REVISED	11/18/21	BF

DATE:	DRAWN BY	CHECKED BY	FIELD BOOK
11/01/21	BF	WW	N/A

PROJECT NO. 2018-017

CITY OF OCOEE
NOTICE OF PUBLIC HEARING
TO CONSIDER THE ABANDONMENT
AND VACATION OF UNIMPROVED PORTIONS OF THE
RIGHTS-OF-WAY FOR NORTH LAKEWOOD AVENUE AND
CLARCONA-OCOEE ROAD PROJECT NO.: VAC-22-34

NOTICE IS HEREBY GIVEN, pursuant to Section 153, Article II of the Code of Ordinances of the City of Ocoee, that on **TUESDAY, SEPTEMBER 16, 2025, at 6:15 P.M.** or as soon thereafter as practical, the **OCOEE CITY COMMISSION** will hold a **PUBLIC HEARING** at the City of Ocoee Commission Chambers located at 1 North Bluford Avenue, Ocoee, Florida, to consider the abandonment and vacation of unimproved portions of the rights-of-way for North Lakewood Avenue and Clarcona-Ocoee Road and to consider the adoption of the following resolution:

A RESOLUTION OF THE CITY OF OCOEE, FLORIDA, ABANDONING AND VACATING UNIMPROVED PORTIONS OF THE RIGHTS-OF-WAY OF NORTH LAKEWOOD AVENUE AND CLARCONA-OCOEE ROAD LOCATED IN SECTION 5, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA. PROVIDING FOR RECORDATION; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

Interested parties may appear at the public hearing and be heard with respect to the proposed action. The complete case file, including a complete legal description by meets and bounds, may be inspected at the Ocoee Development Services Department located at 1 North Bluford Avenue, Ocoee, Florida, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, except legal holidays. The Ocoee City Commission may continue the public hearing to other dates and times, as it deems necessary. Any interested party shall be advised of the dates, times, and places of any continuation of these or continued public hearings shall be announced during the hearing, and no further notices regarding these matters will be published. You are advised that any person who desires to appeal any decision made at the public hearings will need a record of the proceedings and, for this purpose, may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based. In accordance with the Americans with Disabilities Act, persons needing a special accommodation or an interpreter to participate in this proceeding should contact the City Clerk's Office 48 hours in advance of the meeting at (407) 905-3105.

September 4, 2025 25-02413W

STAFF REPORT

Meeting Date: September 16, 2025
Item #: 15

Contact Name: Anoch Whitfield
Contact Number: Ext. 1016

Department Director:
City Manager: Craig Shadrix

Subject: Approval of Ocoee Pickleball Complex - Vasant Sports LLC Large-Scale Preliminary Site Plan; Project No. LS-2025-005. (Development Services Deputy Director Whitfield)

Background Summary: Owner/Applicant: The applicant/property owner is Vasant Sports LLC, represented by Sravan K. Tummala, Project Manager.

General Location: The property is located in Commission District 2 and generally on the west side of Jacob Nathan Boulevard at the terminus of Matthew Paris Boulevard. The subject properties are addressed at 1100, 1050, and 1000 Jacob Nathan Boulevard.

Property Size and Parcel ID No.: The subject property consists of three (3) parcels, totaling approximately 6.08 acres and assigned parcel ID numbers 21-22-28-3093-04-000, 21-22-28-3093-03-000, and 21-22-28-3093-06-000.

Existing Site Conditions: The table below summarizes the existing conditions of the subject property.

Current Future Land Use Map Designation	Current Zoning District	Existing Land Use	Overlays/Unique Features
Commercial	C-2	Vacant wooded lots	Property is within the CRA and is bordered by wetlands. The western border contains floodplain areas.

The property is surrounded by the following jurisdictions, Future Land Use Map designations, zoning districts and land uses.

Direction	Jurisdiction	FLUM Designation	Zoning District	Existing Land Use
North	City	High Density Residential	R-3	City Stormwater Pond
South	City	Commercial	C-2	Commercial
East	City	Commercial	C-2	Commercial
West	City	Commercial /Conservation	C-2	Wetlands/ Conservation Areas

Proposed Development: The applicant is proposing an indoor pickleball complex that would consist of:

- Building 1 (Northern Building): 15 indoor pickleball courts and associated club amenities (i.e., lockers, sauna, showers, restrooms), gaming area, a small office, and a small conference room, a restaurant with both indoor and outdoor dining areas and pickleball court viewing areas located on two (2) indoor levels, and a retail shop.
- Building 2 (Center Building): 10 indoor pickleball courts with indoor viewing areas,
- Building 3 (Southern Building): Banquet hall, and
- Outdoor Space: one (1) championship court and a social/gathering space with outdoor seating areas and sun sails to provide shade.

Building elevations (black/white and color) are provided in the attachments.

The list of attachments includes Construction Plans and Landscape Plans, which contain more details than those required for a Preliminary Site Plan. However, this agenda item review and approval is for purposes of a Preliminary Site Plan approval only. The final site plan and full engineering review are currently underway. Following satisfaction of staff technical comments for compliance with the Engineering Standards Manual and Land Development Code, the Final Site Plan will be presented to the City Commission as a Consent Agenda item.

Parking: Parking is proposed at ratios consistent with staff's recommendation for the pickleball use, as well as with Section 6-4, Parking, of the Land Development Code, for retail, restaurant, and office/conference uses. A total of 172 parking spaces are proposed.

Stormwater: Stormwater will be provided off-site via an existing stormwater system, which has available capacity to accommodate up to 80% impervious surface area (ISA) within the subject property. The project proposes ISA at 70.2%. Final stormwater calculations, engineering, and St. Johns River Water Management District (SJRWMD) permitting for drainage requirements will be reviewed during the Final Site Plan review.

Access: Access will be provided via two (2) full access driveways off of Jacob Nathan Boulevard.

Utilities: The Utilities Department has approved the proposed Preliminary Site Plan and provided guidance to the applicant for the utility engineering for the Final Site Plan.

Issue:

Should the Honorable Mayor and City Commissioners approve a Preliminary Large-Scale Site Plan for the Ocoee Pickleball Complex development located on the properties addressed at 1100, 1050, and 1000 Jacob Nathan Boulevard and assigned parcel ID numbers 21-22-28-3093-04-000, 21-22-28-3093-03-000, and 21-22-28-3093-06-000?

Recommendations:

Development Review Committee (DRC) Recommendation:

The DRC considered this item on Tuesday, September 2, 2025. This project was submitted as a preliminary/final large-scale site plan. However, as there were several outstanding issues relative to final site plan review requirements, as discussed by the DRC members, the applicant team elected to split the application and proceed to public hearings for the project as a Preliminary Site Plan only, with the understanding that staff review would continue for the Final Site Plan relative to engineering/utilities requirements.

Following discussions regarding the additional information and documentation that would be needed for a

Final Site Plan review and approval, the DRC made a unanimous recommendation of approval of the Preliminary Site Plan with no conditions.

Planning and Zoning Commission Recommendation:
The Planning and Zoning Commission (PZC) considered this item at its Tuesday, September 9, 2025, public hearing. Two (2) public comments were made regarding (1) the installation of a wall or fence on the west side of the building to screen the building from the homes along the southern bend of Hammocks Drive and (2) installation of a fence or other barrier along the north side of the property and Jacob Nathan Boulevard to prevent people from driving onto the City's stormwater facility. Following the public comments and no further issues raised or discussed, the PZC made a unanimous recommendation of approval.

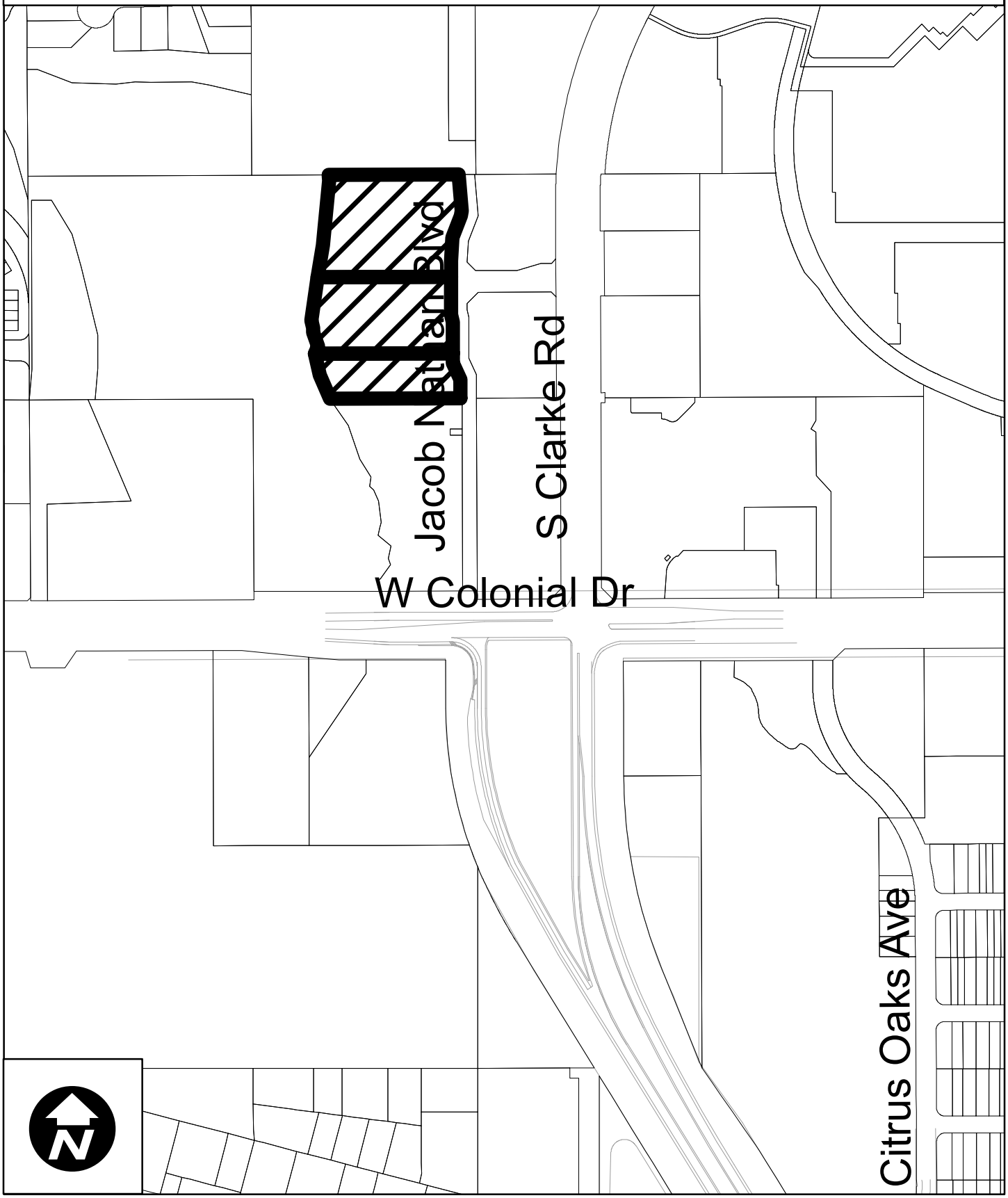
Staff Recommendation:
Staff recommends that the Honorable Mayor and City Commissioners approve the Preliminary Large-Scale Site Plan for the Ocoee Pickleball Complex development located on the properties addressed at 1100, 1050, and 1000 Jacob Nathan Boulevard and assigned parcel ID numbers 21-22-28-3093-04-000, 21-22-28-3093-03-000, and 21-22-28-3093-06-000.

Attachments:
1. Ocoee Pickleball Location Map
2. Ocoee Pickleball Aerial Map
3. Ocoee Pickleball Zoning Map
4. Ocoee Pickleball FLUM Map
5. Ocoee Pickleball Construction Plans
6. Ocoee Pickleball Landscape
7. 129 Elev 08-19-25
8. Ocoee Pickleball Advertisement

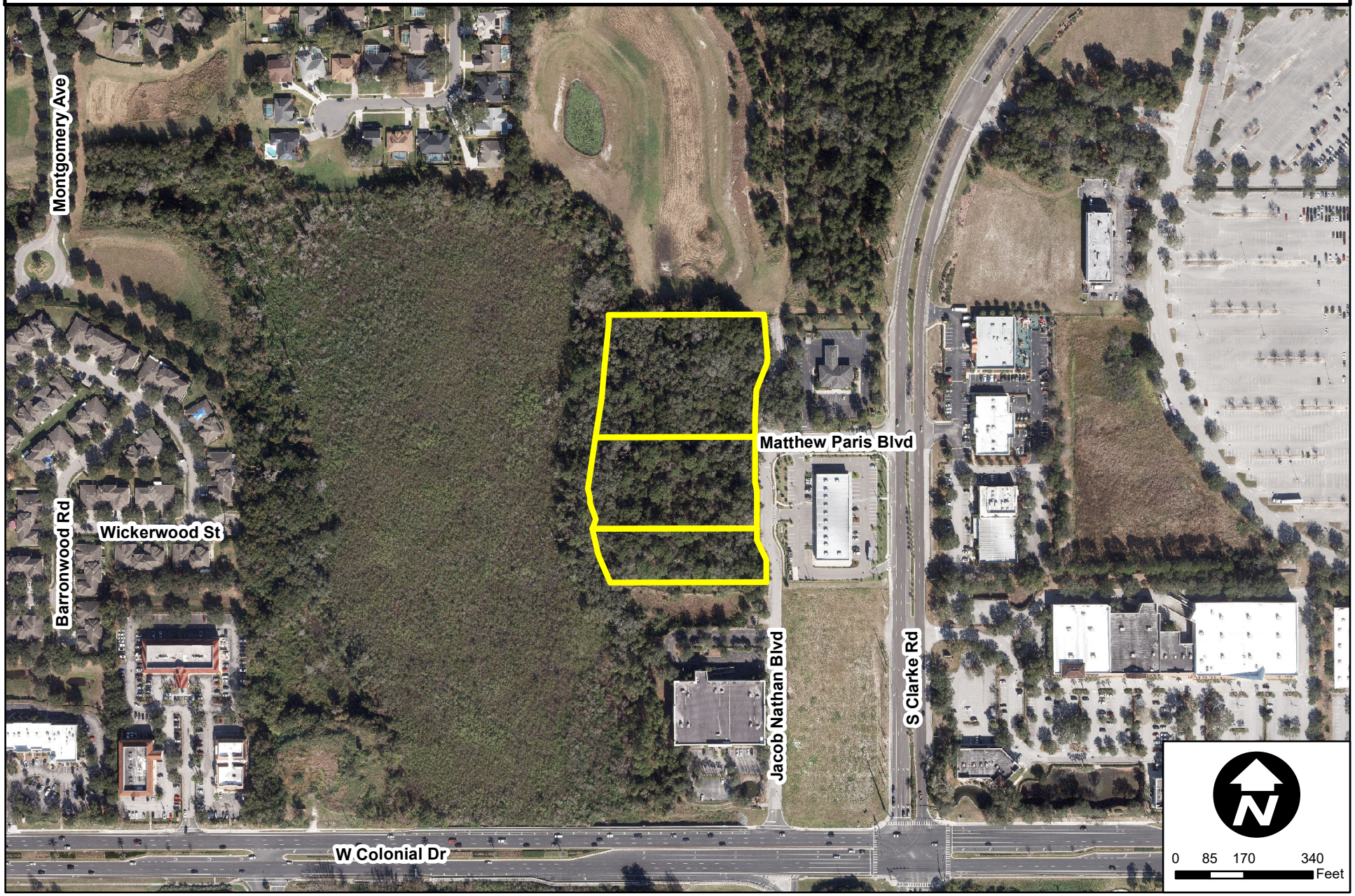
Financial Impacts:
None

Type of Item: Public Hearing

Ocoee Pickleball Complex - Vasant Sports LLC
Location Map



Ocoee Pickleball Complex- Vasant Sports LLC Property
Aerial Photography

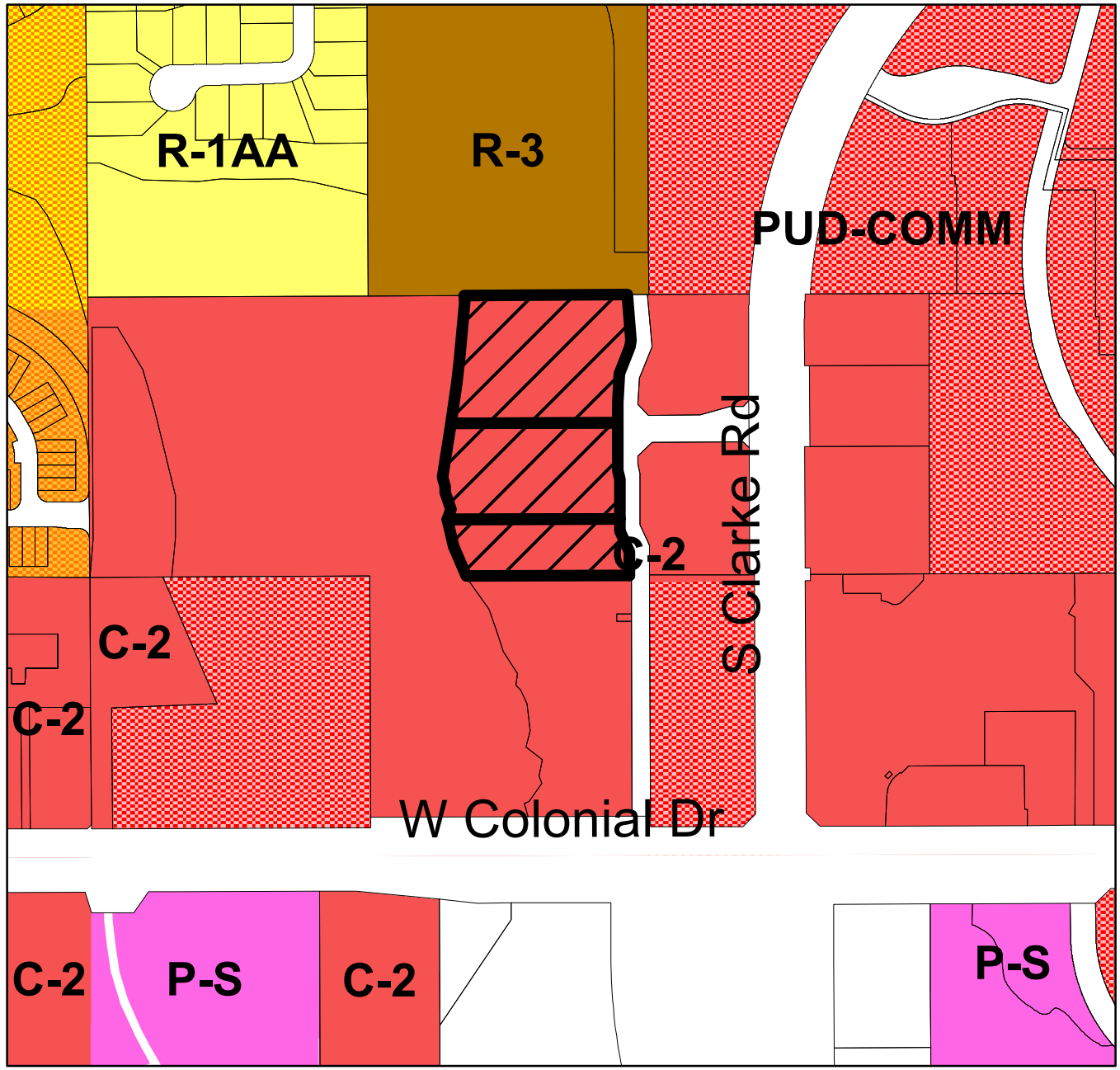


Ocoee Pickleball Complex - Vasant Sports LLC Property
Surrounding Zoning Map

Development Services Department

0 90 180 360
Feet

Created: month year



Subject Property

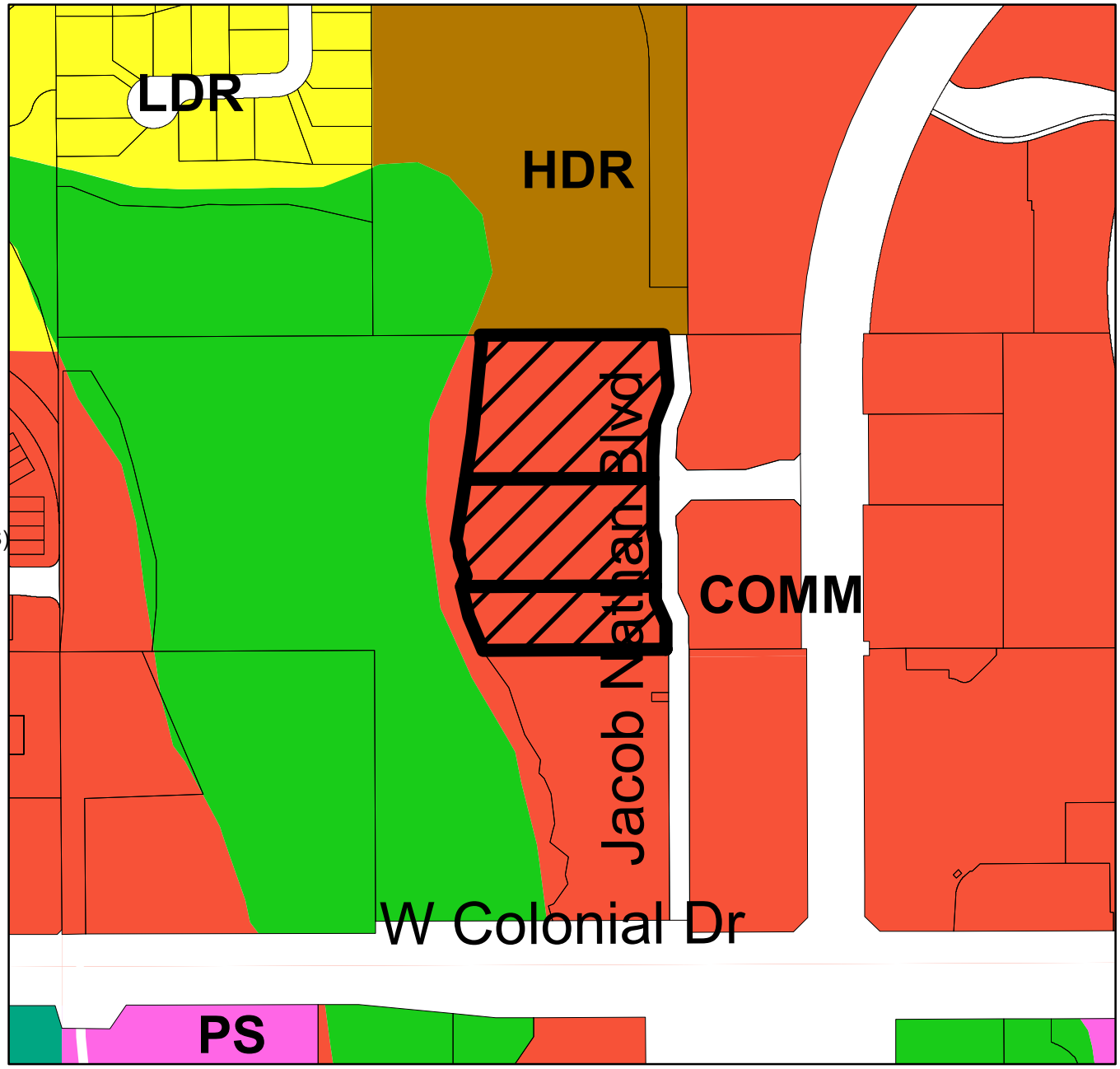
Zoning Classification:
- General Agricultural (A-1)
- Suburban (A-2)
- Single-Family Dwelling (R-1AAA)
- Single-Family Dwelling (R-1AA)
- Single-Family Dwelling (R-1A)
- Single-Family Dwelling (R-1)
- One- & Two-Family Dwelling (R-2)
- Multiple-Family Dwelling (R-3)
- Mobile Home Subdivision (RT-1)
- Professional Offices & Services (P-S)
- Neighborhood Shopping (C-1)
- Community Commercial (C-2)
- General Commercial (C-3)
- Restricted Manufacturing & Warehousing (I-1)
- General Industrial (I-2)
- Commercial (PUD)
- Low Density (PUD)
- Medium Density (PUD)
- High Density (PUD)
- Public Use (PUD)
- Unclassified

Ocoee Pickleball Complex - Vasant Sports LLC
Surrounding Future Land Use Map

Development Services Department

0 80 160 320 Feet

Created: month year



Subject Property

Future Land Use Classification:
- Low Density Residential (LDR)
- Medium Density Residential (MDR)
- High Density Residential (HDR)
- Professional Offices and Services (PS)
- Commercial (COMM)
- Light Industrial (LI)
- Heavy Industrial (HI)
- Conservation/Floodplains (CONS)
- Recreation and Open Space (REC)
- Public Facilities/Institutional (INST)

CONSTRUCTION PLANS

FOR

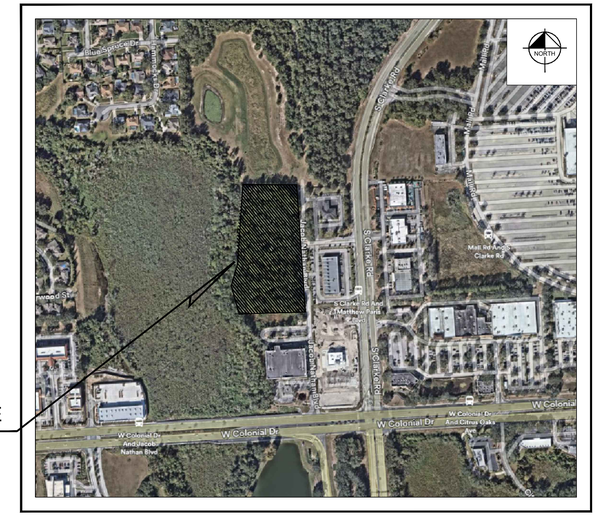
Ocoee Pickleball Construction Plans

APRIL 1, 2025

1000, 1050, & 1100 JACOB NATHAN BLVD, OCOEE, FL 34747
ORANGE COUNTY, FLORIDA

PARCEL ID'S: 21-22-28-3093-04-000,
21-22-28-3093-03-000, & 21-22-28-3093-06-000





AERIAL MAP
N.T.S.

LEGAL DESCRIPTION:

LOTS 3, 4 AND 6, GOODMAN CENTER, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 64, PAGES 7 & 8, OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.

PART OF THE ABOVE REFERENCED PROPERTY IS LOCATED IN ZONE 'AE', AREA OF 100 YEAR FLOODING, WITH A BASE FLOOD ELEVATION OF 100.2, WITH THE BALANCE OF SAID PROPERTY BEING LOCATED IN ZONE 'X', AREA OF MINIMAL FLOODING, AS PER F.I.R.M. COMMUNITIY PANEL NO. 12095C0220 H, ORANGE COUNTY, FLORIDA. MAP DATED SEPTEMBER 24, 2021.

INDEX OF SHEETS

C0.0	COVER SHEET
C1.0	GENERAL NOTES
C2.0	STORM WATER POLLUTION PREVENTION PLAN
C2.1	EROSION CONTROL DETAILS
C3.0	EXISTING CONDITIONS - DEMOLITION PLAN
C4.0	SITE PLAN
C5.0	PAVING, GRADING, AND DRAINAGE PLAN
C5.1	PAVING GRADING AND DRAINAGE PLAN
C6.0	UTILITY PLAN
C7.0 - C7.1	GENERAL CONSTRUCTION DETAILS
C8.0	FIRE TRUCK ROUTING PLAN

PROJECT TEAM

DEVELOPER
VASANT SPORTS LLC
CONTACT: SRAVAN TUMMALA
PHONE: (201) 303-4050
EMAIL: SRAVAN.TUMMALA@GMAIL.COM

PROPERTY OWNER
VASANT SPORTS LLC
CONTACT: SRAVAN TUMMALA
PHONE: (201) 303-4050
EMAIL: SRAVAN.TUMMALA@GMAIL.COM

ENGINEER
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200 S. ORANGE AVE, SUITE 600
ORLANDO, FL 32801
CONTACT: CHRIS LEPPERT, P.E.
PHONE: (407) 898-1511
EMAIL: CHRIS.LEPPERT@KIMLEY-HORN.COM

SURVEYOR
DEFOOR SURVEYING
P.O. BOX 1472
GENEVA, FL 32732
CONTACT: CHARLES ROB DEFOOR
PHONE: (407) 880-9811
EMAIL:

UTILITY PROVIDERS

POWER
DUKE ENERGY
2001 OLD SENIC WAY
LAKE WALES, FL 33853
CONTACT: SHANNON DEAR
PHONE: (407) 905-3321

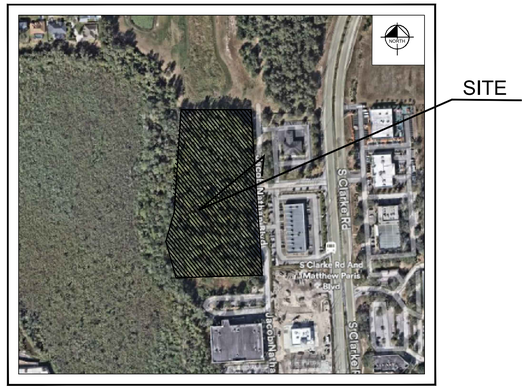
WATER & SEWER SERVICE
ORANGE COUNTY UTILITIES

GAS
TECO PEOPLES GAS
600 WEST ROBINSON STREET
ORLANDO, FL 32801
PHONE: (407) 420-2678

TELEPHONE/CABLE
CHARTER COMMUNICATIONS
3767 ALL AMERICAN BLVD.
ORLANDO, FL 32810
CONTACT: MARVIN USRY, JR.
PHONE: (407) 532-8509



SECTION 11, TOWNSHIP 25S, RANGE 27E
LOCATION MAP
N.T.S.



MAP No. 12097C0030G, EFFECTIVE DATE: JUNE 18, 2013
FEMA F.I.R.M.
N.T.S.

CHRISTOPHER CLAY LEPPERT * LICENSE No. 90200 * STATE OF FLORIDA * PROFESSIONAL ENGINEER *

CHRISTOPHER LEPPERT, P.E.
FL P.E. # 90200

PREPARED BY
Kimley»Horn

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200 S. Orange Avenue, Suite 600, Orlando, FL 32801
Phone: (407) 898-1511
WWW.KIMLEY-HORN.COM REGISTRY No. 35106

Always call 811 two full business days before you dig to have underground utilities located and marked.
Sunshine811.com

*VERTICAL DATUM USED: NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88)

OCOEE PICKLEBALL
ENGINEER'S PROJECT No. 249503000

REVISIONS:

No.	DESCRIPTION	DATE

Drawing name: K:\orl_civil\249503000-ocoee pickleball complex\CADD\CONST\plansheets\C0.0-COVER.dwg C0.0 COVER SHEET Aug 21, 2025 1:26pm by: chris.leppert
This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.

Printed By:Lepper, Chris Sheet Set:Ocoee Pickleball Construction Plans Layout:C1.0 GENERAL NOTES August 21, 2025 01:26:24pm K:\Orl_civil\249503000-ocoee pickleball complex\CADD\CONST\plotsheets\C1.1-NOTES.dwg
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GENERAL

1. THE CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING AND VERIFYING (HORIZONTALLY AND VERTICALLY) ALL EXISTING UTILITIES PRIOR TO START OF CONSTRUCTION AND FOR NOTIFYING THE VARIOUS UTILITY COMPANIES TO MAKE THE NECESSARY ARRANGEMENTS FOR ANY RELOCATION, TEMPORARY DISTRIBUTION SERVICE, OR CLARIFICATION OF ACTIVITY REGARDING SAID UTILITY. THE CONTRACTOR SHALL EXERCISE CAUTION WHEN CROSSING AN UNDERGROUND UTILITY, WHETHER SHOWN ON THESE PLANS OR FIELD LOCATED. ALL OTHER UTILITIES WHICH INTERFERE WITH THE PROPOSED CONSTRUCTION SHALL BE RELOCATED BY THE RESPECTIVE UTILITY COMPANIES AND THE CONTRACTOR SHALL COOPERATE WITH THEM DURING RELOCATION OPERATIONS. ANY DELAY OR INCONVENIENCE OF THE VARIOUS UTILITIES SHALL BE INCIDENTAL TO THE CONTRACT AND NO EXTRA COMPENSATION WILL BE ALLOWED. CONTRACTOR SHALL CALL "SUNSHINE ONE" AT 811 TO HAVE EXISTING UTILITIES LOCATED AT LEAST 48 HOURS PRIOR TO CONSTRUCTION.
2. THE LOCATIONS OF ALL EXISTING UTILITIES, STORM DRAINAGE SYSTEMS, AND TOPOGRAPHIC FEATURES SHOWN ON THE PLANS HAVE BEEN DETERMINED FROM THE BEST AVAILABLE INFORMATION AND ARE PROVIDED FOR THE CONVENIENCE OF THE CONTRACTOR. THE ENGINEER ASSUMES NO RESPONSIBILITY FOR THEIR ACCURACY. SHOULD A DISCREPANCY ARISE BETWEEN THESE PLANS AND ACTUAL FIELD CONDITIONS, WHICH WOULD APPRECIABLY AFFECT THE EXECUTION OF THESE PLANS, THE CONTRACTOR SHALL HALT CONSTRUCTION AND NOTIFY THE ENGINEER IMMEDIATELY.
3. PRIOR TO THE INITIATION OF SITE CONSTRUCTION, THE CONTRACTOR SHALL VERIFY ANY EXISTING UTILITIES INCLUDING GAS, WATER, ELECTRIC, CABLE TV, COMMUNICATIONS, SANITARY SEWERS AND STORM DRAINAGE SYSTEMS, ON AND / OR ADJACENT TO THE SITE. REMOVE OR CAP AS NECESSARY.
4. THE CONTRACTOR SHALL EXERCISE CAUTION IN AREAS OF BURIED UTILITIES AND SHALL CALL "SUNSHINE 811" AT 811 OR 1-800-432-4770 AT LEAST 48 HOURS PRIOR TO CONSTRUCTION TO ARRANGE FOR FIELD LOCATIONS OF BURIED UTILITIES.
5. THE CONTRACTOR IS RESPONSIBLE FOR REPAIRING ANY DAMAGE TO EXISTING FACILITIES, ABOVE OR BELOW GROUND, THAT MAY OCCUR AS A RESULT OF THE WORK PERFORMED, BY THE CONTRACTOR OR SUB-CONTRACTORS, AS CALLED FOR IN THESE CONTRACT DOCUMENTS.
6. IT IS THE CONTRACTOR'S RESPONSIBILITY TO BECOME FAMILIAR WITH THE PERMIT AND INSPECTION REQUIREMENTS SPECIFIED BY THE VARIOUS GOVERNMENTAL AGENCIES AND THE ENGINEER. THE CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS, SUCH AS RIGHT OF WAY PERMIT(S), EXCAVATION/FILL PERMIT(S), FIRE PROTECTION PERMIT(S), OR UNDERGROUND UTILITY PERMIT(S), PRIOR TO START OF CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MEETING ALL INSPECTION CRITERIA OF APPLICABLE AGENCIES, SCHEDULING OF INSPECTIONS, AND OBTAINING REQUIRED INSPECTIONS FROM AGENCY.
7. THE CONTRACTOR SHALL SUBMIT SHOP DRAWINGS, ON ALL PRECAST AND MANUFACTURED ITEMS, TO THE OWNER'S ENGINEER FOR REVIEW. FAILURE TO OBTAIN APPROVAL BEFORE INSTALLATION MAY RESULT IN REMOVAL AND REPLACEMENT AT THE CONTRACTOR'S EXPENSE.
8. ALL UTILITY SERVICE STUB-OUTS (WATER, SANITARY SEWER, etc.) ARE TO BE INSTALLED WITHIN 5' OF BUILDING(S), UNLESS OTHERWISE NOTED ON PLANS.
9. CONTRACTOR TO COORDINATE WITH THE APPLICABLE ELECTRIC UTILITY SUPPLIER REGARDING ANY NECESSARY RELOCATION(S) OF UNDERGROUND AND/OR OVERHEAD ELECTRIC FACILITIES, AND FOR THE LOCATION AND INSTALLATION OF TRANSFORMER PAD(S) AND ASSOCIATED ELECTRIC FACILITIES.
10. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO OBTAIN AN R-O-W UTILIZATION PERMIT (IF REQUIRED) FOR CONSTRUCTION OF THE PROPOSED UTILITIES. THIS PERMIT MUST BE OBTAINED BY A DULY LICENSED PLUMBING CONTRACTOR (OR CLASS A GENERAL CONTRACTOR) PRIOR TO THE START OF CONSTRUCTION. THESE PLANS AND ANY SUBSEQUENT REVISIONS TO THESE PLANS, THAT ARE ISSUED BY THE ENGINEER, WILL BE SUBJECT TO THE APPROVAL CONDITIONS OF THIS PERMIT.
11. THE GRAPHIC INFORMATION DEPICTED ON THESE PLANS HAS BEEN COMPILED TO PROPORTION BY SCALE AS ACCURATELY AS POSSIBLE. HOWEVER, DUE TO REPRODUCTIVE DISTORTION, REDUCTION, AND/OR REVISIONS, INFORMATION CONTAINED HEREIN IS NOT INTENDED TO BE SCALED FOR CONSTRUCTION PURPOSES.
12. ALL SPECIFICATIONS AND DOCUMENTS REFERENCED HEREIN SHALL BE OF THE LATEST REVISION.
13. ALL UNDERGROUND UTILITIES MUST BE IN-PLACE, TESTED AND INSPECTED PRIOR TO BASE AND SURFACE CONSTRUCTION.
14. WORK PERFORMED UNDER THIS CONTRACT SHALL INTERFACE SMOOTHLY WITH ANY OTHER WORK BEING PERFORMED ON SITE BY OTHER CONTRACTORS/SUBCONTRACTORS AND UTILITY COMPANIES. IT WILL BE NECESSARY FOR THE GENERAL CONTRACTOR TO COORDINATE AND SCHEDULE HIS/HER ACTIVITIES ACCORDINGLY.
15. ALL DIMENSIONS ARE TO FACE OF CURB, UNLESS OTHERWISE NOTED.
16. ALL SIGNAGE MUST COMPLY WITH CITY OF OCOEE LAND DEVELOPMENT CODE.
17. CONTRACTOR IS RESPONSIBLE FOR ALL DEWATERING ACTIVITIES NECESSARY TO PERFORM THE WORK WITHIN THESE PLANS.
18. THE CONTRACTOR SHALL RESTORE OFF-SITE CONSTRUCTION AREAS TO EQUAL AND/OR BETTER CONDITION THAN EXISTING PRIOR TO START OF CONSTRUCTION.
19. THE CONTRACTOR SHALL COMPLY WITH THE LEGAL LOAD RESTRICTIONS IN HAULING OF MATERIALS IN PUBLIC ROADS BEYOND THE LIMITS OF WORK. A SPECIAL PERMIT WILL NOT RELIEVE THE CONTRACTOR OF LIABILITY FOR THE DAMAGE WHICH MAY RESULT FROM THE MOVING OF MATERIAL AND EQUIPMENT.
20. SURVEY MONUMENTS OR BENCHMARKS, WHICH HAVE TO BE DISTURBED BY THIS WORK, SHALL BE REPLACED UPON COMPLETION OF WORK BY A A LICENSED LAND SURVEYOR CURRENTLY REGISTERED IN THE STATE OF FLORIDA.
21. CONTRACTOR IS TO ADJUST ANY UTILITY ELEMENT MEANT TO BE FLUSH WITH GRADE (CLEAN OUT MANHOLES, CATCH BASINS, INLETS, ETC.) THAT IS AFFECTED BY SITE WORK OR GRADE CHANGES, WHETHER SPECIFICALLY NOTED ON PLANS OR NOT.
22. ALL WORK PERFORMED WITHIN THE FDOT RIGHT-OF-WAY SHALL BE IN ACCORDANCE WITH THE 2024-25 EDITION OF FDOT STANDARD PLANS, THE JULY 2022 SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION, AND THE 2017 UTILITY ACCOMMODATION MANUAL.
23. THE MOST STRINGENT STANDARDS BETWEEN THE CITY STANDARDS AND THE STANDARDS SET FORTH IN THE GENERAL NOTES (AS DETERMINED BY THE ENGINEER OF RECORD OR THE CITY ENGINEER) SHALL BE FOLLOWED.

TREES AND VEGETATION

1. THE CONTRACTOR IS TO MINIMIZE THE REMOVAL OF VEGETATION TO THE GREATEST EXTENT PRACTICAL. SEE DEMOLITION PLAN FOR TREES TO BE REMOVED. TREES IN CLOSE PROXIMITY TO CONSTRUCTION SHALL BE PROTECTED BY WOOD FENCING PER DETAIL ON SHEET C2.1.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL LANDSCAPE BUFFERS AND RETENTION AND DETENTION FACILITIES UNTIL THE WORK HAS BEEN ACCEPTED BY THE OWNER. ALL DISTURBED AREAS SHALL BE RETURNED TO THEIR ORIGINAL CONDITION.

DEMOLITION

1. CONTRACTOR SHALL SUBMIT DEMOLITION SCHEDULE TO OWNER PRIOR TO PROCEEDING WITH DEMOLITION ACTIVITIES.
2. EXTENT OF SITE CLEARING IS SHOWN ON DRAWINGS.
3. CONTRACTOR SHALL CONDUCT SITE DEMOLITION OPERATIONS TO ENSURE MINIMUM INTERFERENCE WITH ROADS, STREETS, WALKS, AND OTHER ADJACENT OCCUPIED OR USED FACILITIES. DO NOT CLOSE OR OBSTRUCT STREETS, WALKS OR OTHER OCCUPIED OR USED FACILITIES WITHOUT PERMISSION FROM AUTHORITIES HAVING JURISDICTION.
4. CONTRACTOR SHALL PROVIDE PROTECTION NECESSARY TO PREVENT DAMAGE TO EXISTING IMPROVEMENTS INDICATED ON PLAN "EXISTING TO REMAIN".
5. CONTRACTOR SHALL RESTORE DAMAGED IMPROVEMENTS TO THEIR ORIGINAL CONDITION, AS ACCEPTABLE TO PARTIES HAVING JURISDICTION.
6. CONTRACTOR SHALL REMOVE WASTE MATERIALS AND UNSUITABLE AND EXCESS TOPSOIL FROM PROPERTY AND DISPOSE OF OFF-SITE IN A LEGAL MANNER.
7. CONTRACTOR SHALL DEMOLISH AND COMPLETELY REMOVE FROM SITE MATERIAL INDICATED ON PLAN OR NOTES "TO BE REMOVED".
8. CONTRACTOR SHALL PROTECT STRUCTURES, UTILITIES, SIDEWALKS, PAVEMENTS, AND OTHER FACILITIES FROM DAMAGE CAUSED BY SETTLEMENT, LATERAL MOVEMENT, UNDERMINING, WASHOUT AND OTHER HAZARDS CREATED BY THE DEMOLITION OPERATION.

STORM DRAINAGE SYSTEM

1. STANDARD INDEXES REFER TO THE LATEST EDITION OF F.D.O.T. "ROADWAY AND TRAFFIC DESIGN STANDARDS."
2. THE LATEST EDITION OF F.D.O.T. "DESIGN STANDARDS FOR DESIGN, CONSTRUCTION, MAINTENANCE, AND UTILITY OPERATIONS ON THE STATE HIGHWAY SYSTEM" IS REFERRED TO FOR THE STRUCTURAL DESIGN OF DRAINAGE STRUCTURES SPECIFIED IN THESE PLANS, AS REFERENCED BY STANDARD INDEX. ALL SPECIALTY DRAINAGE STRUCTURES REQUIRE SEPARATE STRUCTURAL DESIGN, WHICH IS NOT INCLUDED IN THESE PLANS. STATION OFFSETS ARE TO THE CENTERLINE OF THE STRUCTURE TOP (I.E. DITCH BOTTOM INLET OR CURB INLET TOP), AS OPPOSED TO THE STRUCTURE BASE.
3. ALL STORM SEWER PIPE SHALL BE REINFORCED CONCRETE CLASS III (ASTM C-76) UNLESS OTHERWISE NOTED ON PLANS. ALL DRAINAGE STRUCTURES SHALL BE IN ACCORDANCE WITH F.D.O.T. ROADWAY AND TRAFFIC DESIGN STANDARDS UNLESS OTHERWISE NOTED ON PLANS.
4. PIPE LENGTHS SHOWN ARE APPROXIMATE AND TO CENTER OF DRAINAGE STRUCTURES, WITH THE EXCEPTION OF MITERED END AND FLARED END SECTIONS. LENGTHS OF PIPE SHOWN WHICH TERMINATE WITH MITERED END OR FLARED END SECTIONS ARE MEASURED TO THE DOWNSTREAM INVERT OF THE MITERED END OR FLARED END SECTION.
5. ALL DRAINAGE STRUCTURE GRATES AND COVERS, EITHER EXISTING OR PROPOSED SHALL BE TRAFFIC RATED FOR H-20 LOADINGS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY NECESSARY UPGRADES TO EXISTING DRAINAGE STRUCTURES.
6. CONSTRUCTION OF THE STORMWATER MANAGEMENT SYSTEM MUST BE COMPLETE AND ALL DISTURBED AREAS STABILIZED IN ACCORDANCE WITH THE PERMITTED PLANS AND CONDITIONS PRIOR TO ANY OF THE FOLLOWING: ISSUANCE OF THE FIRST CERTIFICATE OF OCCUPANCY; INITIATION OF INTENDED USE OF THE INFRASTRUCTURE; OR TRANSFER OF RESPONSIBILITY FOR MAINTENANCE OF THE SYSTEM TO A LOCAL GOVERNMENT OR OTHER RESPONSIBLE ENTITY.
7. STORM WATER PIPES, STRUCTURES, MINIMUM COVER, AND INSTALLATION PROCEDURES TO BE IN ACCORDANCE WITH THE CITY OF OCOEE LAND DEVELOPMENT CODE.
8. DURING CONSTRUCTION, NO DIRECT DISCHARGE OF WATER TO DOWNSTREAM RECEIVING WATERS WILL BE ALLOWED. THE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING WATER QUALITY AND SHALL ROUTE DISCHARGE WATER IN SUCH A MANNER AS TO ADEQUATELY REMOVE SILT PRIOR TO RUNOFF FROM THE SITE.

DRAINAGE SYSTEM TESTING AND INSPECTION

1. THE STORM DRAINAGE PIPING SYSTEM SHALL BE SUBJECT TO A VISUAL INSPECTION BY THE OWNER'S ENGINEER PRIOR TO THE PLACEMENT OF BACKFILL. CONTRACTOR TO NOTIFY THE ENGINEER 48 HOURS IN ADVANCE TO SCHEDULE INSPECTION.
2. THE CONTRACTOR SHALL MAINTAIN AND PROTECT FROM MUD, DIRT, DEBRIS, ETC. THE STORM DRAINAGE SYSTEM UNTIL FINAL ACCEPTANCE OF THE PROJECT. THE STORM SYSTEM WILL BE REINSPECTED BY THE OWNER'S ENGINEER PRIOR TO APPROVAL FOR CERTIFICATE OF OCCUPANCY PURPOSES. THE CONTRACTOR MAY BE REQUIRED TO RECLEAN PIPES AND INLETS AT THE CONTRACTORS EXPENSE AND PRIOR TO FINAL ACCEPTANCE.

SAFETY

1. ALL SUBSURFACE CONSTRUCTION SHALL COMPLY WITH THE "TRENCH SAFETY ACT". THE CONTRACTOR SHALL INSURE THAT THE METHOD OF TRENCH PROTECTION AND CONSTRUCTION IS IN COMPLIANCE WITH THE OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION (OSHA) REGULATIONS. IT SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR TO COMPLY AND ENFORCE ALL APPLICABLE SAFETY REGULATIONS. THE ABOVE INFORMATION HAS BEEN PROVIDED FOR THE CONTRACTOR'S INFORMATION ONLY AND DOES NOT IMPLY THAT THE OWNER OR ENGINEER WILL INSPECT AND/OR ENFORCE SAFETY REGULATIONS.
2. DURING THE CONSTRUCTION AND/OR MAINTENANCE OF THIS PROJECT, ALL SAFETY REGULATIONS ARE TO BE ENFORCED. THE CONTRACTOR OR HIS REPRESENTATIVE SHALL BE RESPONSIBLE FOR THE CONTROL AND SAFETY OF THE TRAVELING PUBLIC AND THE SAFETY OF HIS/HER PERSONNEL. LABOR SAFETY REGULATIONS SHALL CONFORM TO THE PROVISIONS SET FORTH BY OSHA IN THE FEDERAL REGISTER OF THE DEPARTMENT OF TRANSPORTATION. THE MINIMUM STANDARDS AS SET FORTH IN THE CURRENT EDITION OF "THE STATE OF FLORIDA, MANUAL ON TRAFFIC CONTROL AND SAFE PRACTICES FOR STREET AND HIGHWAY CONSTRUCTION, MAINTENANCE AND UTILITY OPERATIONS" SHALL BE FOLLOWED IN THE DESIGN, APPLICATION, INSTALLATION, MAINTENANCE AND REMOVAL OF ALL TRAFFIC CONTROL DEVICES, WARNING DEVICES AND BARRIERS NECESSARY TO PROTECT THE PUBLIC AND CONSTRUCTION PERSONNEL FROM HAZARDS WITHIN THE PROJECT LIMITS. CONTRACTOR SHALL PROVIDE FOR THE SAFETY AND CONTROL OF LOCAL TRAFFIC DURING CONSTRUCTION. ADDITIONAL INFORMATION MAY BE REQUIRED IF LANE CLOSURE DURATIONS ARE LONGER THAN DAYTIME OPERATIONS.

EARTHWORK / GRADING / DEMUCKING PROCEDURES

1. A GEOTECHNICAL ENGINEERING INVESTIGATION REPORT HAS BEEN PREPARED FOR PURPOSES OF STORM WATER DESIGN, OF WHICH COPIES ARE AVAILABLE THROUGH THE OWNER OR THEIR SOIL TESTING COMPANY. A GEOTECHNICAL ENGINEER SHALL BE RETAINED BY THE CONTRACTOR TO PROVIDE ON-SITE INSPECTIONS DURING EXCAVATION/FILL OPERATIONS AND TESTING OF THE COMPACTED FILL SO THAT PROPER DOCUMENTATION OF THE REQUIRED COMPACTING CRITERIA CAN BE PROVIDED.
2. ALL EXISTING DEBRIS (ABOVE OR BELOW GROUND), CONSTRUCTION DEBRIS AND OTHER WASTE MATERIAL SHALL BE DISPOSED OF OFF-SITE BY THE CONTRACTOR, IN ACCORDANCE WITH APPLICABLE REGULATORY AGENCY REQUIREMENTS IN A LEGAL MANNER.
3. UNLESS OTHERWISE NOTED, GRADE TO MEET EXISTING ELEVATION AT PROPERTY LINES. FINAL GRADES SHOWN INCLUDE SOD HEIGHT. PROPOSED SPOT ELEVATIONS REPRESENT FINISHED PAVEMENT OR GROUND SURFACE GRADES, UNLESS OTHERWISE NOTED. IT MAY BE NECESSARY TO FIELD ADJUST PAVEMENT ELEVATIONS TO PRESERVE THE ROOT SYSTEMS OF TREES SHOWN TO BE SAVED. CONTRACTOR TO COORDINATE WITH OWNER'S ENGINEER PRIOR TO ANY ELEVATION CHANGES. ALL AREAS SHALL BE GRADED TO DRAIN AWAY FROM THE BUILDINGS.
4. ALL DELETERIOUS SUBSURFACE MATERIAL (I.E. MUCK, PEAT, BURIED DEBRIS) IS TO BE EXCAVATED AND REPLACED WITH SUITABLE/COMPACTED SOILS, AS DIRECTED BY THE OWNER OR THEIR SOILS TESTING COMPANY. DELETERIOUS MATERIAL IS TO BE STOCKPILED OR REMOVED FROM THE SITE AS DIRECTED BY THE OWNER. EXCAVATED AREAS ARE TO BE BACKFILLED WITH APPROVED MATERIALS AND COMPACTED AS SHOWN ON THESE PLANS. CONTRACTOR IS RESPONSIBLE FOR ACQUIRING ANY PERMITS THAT ARE NECESSARY FOR REMOVING DELETERIOUS MATERIAL FROM THE SITE.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING EXCAVATIONS AGAINST COLLAPSE AND WILL PROVIDE BRACING, SHEETING OR SHORING AS NECESSARY. DEWATERING METHODS SHALL BE USED AS REQUIRED TO KEEP TRENCHES DRY WHILE PIPE AND APPURTENANCES ARE BEING PLACED.
6. ALL NECESSARY FILL AND EMBANKMENT THAT IS PLACED DURING CONSTRUCTION SHALL CONSIST OF MATERIAL SPECIFIED BY THE OWNER'S SOILS TESTING COMPANY OR ENGINEER AND BE PLACED AND COMPACTED ACCORDING TO THESE PLANS.
7. THE CONTRACTOR SHALL INSURE THAT PROPER SOIL DENSITIES ARE ACHIEVED FOR PLACEMENT OF ALL HEADWALL/ENDWALL FOOTINGS, RETAINING WALL FOOTINGS, AND IN GENERAL, ANY FOOTING SUPPORT DESCRIBED ON THESE PLANS. IT WILL ALSO BE THE RESPONSIBILITY OF THE CONTRACTOR TO INSURE THAT SUFFICIENT SOILS TESTING HAS BEEN PERFORMED PRIOR TO FINAL INSTALLATION OF IMPROVEMENTS.
8. ANY UNSUITABLE ORGANIC SOIL SHALL BE EXCAVATED TO A MINIMUM MARGIN OF 6 FEET BEYOND ITS PERIPHERY EXCAVATED TO EXPOSE THE UNDERLYING NON-ORGANIC FINE SAND.
9. IF DETERMINED NECESSARY, DEWATERING DURING EXCAVATING/BACKFILLING OPERATIONS MAY BE ACCOMPLISHED BY DITCHING AND THE USE OF SUMP PUMPS AND/OR OTHER METHODS (WELL POINTS), AS NECESSARY. CONTRACTOR TO OBTAIN ALL REQUIRED PERMITS FOR DEWATERING ACTIVITIES THAT MAY BE REQUIRED.
10. UPON APPROVAL OF THE GEOTECHNICAL ENGINEER, THE EXCAVATED AREAS MAY BE BACKFILLED WITH CLEAN FINE SAND FREE OF UNSUITABLE OR DELETERIOUS MATERIAL. HOWEVER, THE FILL SHOULD NOT BE PLACED IN MORE THAN 6 INCHES OF STANDING WATER. ONCE THE FILL IS AT LEAST 2 FEET ABOVE THE DEWATERED LEVEL, BACKFILLING MAY PROCEED AS DIRECTED BY THE GEOTECHNICAL ENGINEER.
11. IN THE EVENT OF EXCESSIVE OFF-SITE TRACKING, THE CONTRACTOR WILL BE OBLIGATED TO INSTALL ADDITIONAL EROSION CONTROL MEASURES

PAVING, GRADING AND DRAINAGE

1. ALL PAVING SHALL BE PERFORMED IN ACCORDANCE WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.
2. PROPOSED SPOT ELEVATIONS REPRESENT FINISHED PAVEMENT OR GROUND SURFACE GRADES, UNLESS OTHERWISE NOTED.
3. CONTRACTOR SHALL TRIM, TACK AND MATCH EXISTING PAVEMENT AT LOCATIONS WHERE NEW PAVEMENT MEETS EXISTING PAVEMENT.
4. CURBING SHALL BE PLACED AT THE EDGES OF ALL PAVEMENT, UNLESS OTHERWISE NOTED. REFER TO THE LATEST EDITION OF F.D.O.T. "DESIGN STANDARDS" FOR DETAILS AND SPECIFICATIONS OF ALL F.D.O.T. TYPE CURB AND GUTTERS CALLED FOR IN THESE PLANS.
5. PRIOR TO CONSTRUCTING CONCRETE PAVEMENT, THE CONTRACTOR IS TO SUBMIT A PROPOSED JOINTING PATTERN TO THE SOILS ENGINEER FOR APPROVAL.
6. CONTRACTOR TO PROVIDE A 1/2" TO 1" BITUMINOUS EXPANSION JOINT MATERIAL WITH SEALER AT ABUTMENT OF CONCRETE AND OTHER MATERIALS (STRUCTURES, OTHER POURED)
7. ALL PAVEMENT MARKINGS SHALL BE MADE IN ACCORDANCE WITH F.D.O.T. DESIGN STANDARDS.
8. THE CONTRACTOR WILL STABILIZE BY SEED AND MULCH, SOD, OR OTHER APPROVED MATERIALS ANY DISTURBED AREAS WITHIN ONE WEEK FOLLOWING CONSTRUCTION OF THE UTILITY SYSTEMS AND PAVEMENT AREAS. CONTRACTOR SHALL MAINTAIN SUCH AREAS UNTIL FINAL ACCEPTANCE BY OWNER. CONTRACTOR TO COORDINATE WITH OWNER REGARDING TYPE OF MATERIAL, LANDSCAPING AND IRRIGATION REQUIREMENTS.
9. THE CONTRACTOR SHALL RESTORE OFF-SITE CONSTRUCTION AREAS TO EQUAL AND/OR BETTER CONDITION THAN EXISTING PRIOR TO START OF CONSTRUCTION.
10. UNLESS OTHERWISE NOTED, GRADE TO MEET EXISTING ELEVATION AT PROPERTY LINES.
11. SURVEY MONUMENTS OR BENCHMARKS, WHICH HAVE TO BE DISTURBED BY THIS WORK, SHALL BE REPLACED UPON COMPLETION OF WORK BY A REGISTERED LAND SURVEYOR AT CONTRACTORS EXPENSE.
12. FINAL GRADES SHOWN INCLUDE SOD HEIGHT. ALL AREAS SHALL BE GRADED TO DRAIN AWAY FROM THE BUILDINGS.
13. ALL WORK TO BE PERFORMED IN ACCORDANCE WITH ALL LOCAL, STATE AND JURISDICTIONAL PERMITTING AGENCIES.
14. ALL WORK SHALL COMPLY WITH THE GEOTECHNICAL REPORT BY XXXX ON XX XX, 20XX.
15. CONTRACTOR SHALL SOD ALL DISTURBED AREAS WITH BAHIA UNLESS OTHERWISE NOTED.
16. ALL FINISHED FLOOR ELEVATIONS SHALL EXCEED THE 100-YEAR FLOOD PLAIN ELEVATION BY A MINIMUM OF TWO (2) FEET.

PAVING/GRADING TESTING AND INSPECTION

1. THE CONTRACTOR IS RESPONSIBLE FOR COORDINATING APPLICABLE TESTING WITH THE SOILS ENGINEER. TESTS WILL BE REQUIRED PURSUANT WITH THE SOILS REPORT. UPON COMPLETION OF WORK THE SOILS ENGINEER WILL SUBMIT CERTIFICATIONS TO THE OWNER AND OWNER'S ENGINEER STATING THAT ALL REQUIREMENTS HAVE BEEN MET.
2. A QUALIFIED TESTING LABORATORY SHALL PERFORM ALL TESTING NECESSARY TO ASSURE COMPLIANCE OF THE IN-PLACE MATERIALS AS REQUIRED BY THESE PLANS AND GEOTECHNICAL REPORT, THE VARIOUS AGENCIES AND PERMIT CONDITIONS. SHOULD ANY RETESTING BE REQUIRED DUE TO THE FAILURE OF ANY TESTS TO MEET THESE REQUIREMENTS, THE CONTRACTOR WILL BEAR ALL COSTS OF SAID RETESTING.

PAVEMENT MARKING AND SIGNAGE

1. THE INSTALLATION, SHAPE, AND SIZE OF ALL SIGNS AND THEIR LETTERING SHALL COMPLY WITH THE LATEST EDITIONS OF THE U.S. DEPARTMENT OF TRANSPORTATION "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES" (MUTCD) AND THE F.D.O.T. "STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION" AND THE F.D.O.T. "DESIGN STANDARDS FOR DESIGN, CONSTRUCTION, MAINTENANCE, AND UTILITY OPERATIONS ON THE STATE HIGHWAY SYSTEM". WHERE CONFLICTS EXIST BETWEEN THE PLANS AND THE ABOVE MENTIONED SPECIFICATIONS, THE MORE STRINGENT CRITERIA SHALL PREVAIL.

TEST, INSPECTION AND CLOSEOUT REQUIREMENTS

1. ALL GRAVITY SEWER PIPING SHALL BE SUBJECT TO A VISUAL INSPECTION BY THE OWNER'S ENGINEER AND APPLICABLE MUNICIPALITY/AGENCY. THE CONTRACTOR SHALL NOTIFY THE ENGINEER 48 HOURS IN ADVANCE TO SCHEDULE INSPECTION(S). THE CONTRACTOR SHALL BE RESPONSIBLE FOR COSTS ASSOCIATED WITH A TELEVISED INSPECTION (TV) OF THE PROPOSED GRAVITY SEWER LINE CONSTRUCTION. TV INSPECTION SHALL BE IN ACCORDANCE TO ORANGE COUNTY UTILITIES DEPARTMENT TECHNICAL PROVISIONS. THE CONTRACTOR SHALL PROVIDE COPIES OF THE TV INSPECTION TAPE TO THE ENGINEER, THE OWNER AND THE APPLICABLE MUNICIPALITY/AGENCY.
2. THE CONTRACTOR SHALL PERFORM LEAKAGE TESTS ON ALL GRAVITY SEWERS PER ORANGE COUNTY UTILITIES DEPARTMENT TECHNICAL PROVISIONS.
3. AN AS-BUILT SURVEY SHALL BE PREPARED IN ACCORDANCE WITH CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE (F.A.C.), PURSAUNT TO CHAPTER 472, FLORIDA STATUTES (F.S.) SHALL BE REQUIRED.
4. THE CONTRACTOR SHALL PROVIDE UTILITY AS-BUILT AND GRADING/DRAINAGE AS-BUILT RECORD DRAWINGS BASED ON THE CIVIL DESIGN PLAN SHEETS. ALL AS-BUILTS SHALL BE OVERLAID ON THE CIVIL DESIGN PLANS WITH THE DESIGN SHADED BACK AND THE AS-BUILT BOLD. THE AS-BUILTS SHALL BE SIGNED AND SEALED BY A REGISTERED LAND SURVEYOR.
5. THE UTILITY AS-BUILT SHALL INCLUDE ALL SANITARY SEWERS AND FORCE MAIN SYSTEMS, POTABLE AND RECLAIMED WATER MAIN SYSTEMS, METERS, VALVES, FORCE MAINS, GAS MAINS, AND IRRIGATION LINES (2-INCH AND LARGER). CONTRACTOR TO PROVIDE ALL UTILITY CROSSING INFORMATION ON THE AS-BUILT. THE UTILITY AS-BUILTS SHALL IDENTIFY ALL WATER MAIN CROSSINGS WITH STORM AND SANITARY LINES INDICATING TOP OF PIPE AND INVERTS OF THE ABOVE CROSSING PIPE ALONG WITH CLEARANCE DIMENSIONS. THIS SHALL ALSO BE DONE FOR SANITARY/STORM CROSSINGS. ALL TEMPORARY SAMPLE POINT NUMBER (TSP#) LOCATIONS SHALL ALSO BE NOTED ON THE AS-BUILT. CONTRACTOR TO ALSO PROVIDE AN AS-BUILT ASSET TABLE IDENTIFYING SIZE OF PIPE OR FITTING AS WELL AS DEPTH TO TOP OF PIPE AND NORTHING AND EASTING OF EACH FITTING/VALVE, ETC. AS-BUILT DRAWINGS SHALL PROVIDE GPS COORDINATES FOR SANITARY STRUCTURES.
6. THE GRADING/DRAINAGE AS-BUILT SHALL INCLUDE ALL CONSTRUCTED IMPROVEMENTS THAT HAVE LOCATION AND/OR ELEVATION INFORMATION CALLED-OUT ON THE PLANS. THE AS-BUILT SHALL CLEARLY PROVIDE THE SAME INFORMATION IDENTIFIED ON THE DESIGN DOCUMENTS AND ALSO THE CONSTRUCTED LOCATIONS AND ELEVATIONS AS-BUILT INFORMATION.
7. THE CONTRACTOR SHALL PROVIDE A SIGNED AND SEALED LETTER FROM THE INDEPENDENT TESTING AGENCY THAT STATES CONFORMANCE WITH THE CONTRACT DOCUMENT REQUIREMENTS FOR COMPACTION TESTING. THE CONTRACTOR IS TO PROMPTLY NOTIFY THE OWNER AND ENGINEER OF RECORD WHEN ANY TESTING OR INSPECTIONS ARE DEFICIENT OR IRREGULAR.
8. SIGNED AND SEALED AS-BUILTS ARE REQUIRED TO BE SUBMITTED TO THE CITY OF OCOEE IN ACCORDANCE WITH SECTION 3.01.05 OF THE ENGINEERING STANDARDS MANUAL IN THE FOLLOWING FORMATS
   - 8.1. ONE (1) PDF COPY
   - 8.2. CAD (.DWG) COPY DRAWN IN STATE PLANE COORDINATES

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No.	REVISIONS	DATE	BY

Kimley»Horn
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WWW.KIMLEY-HORN.COM REGISTRY No. 35106

LICENSED PROFESSIONAL ENGINEER CHRISTOPHER M. LEPPER PE 84772 STATE OF FLORIDA — DATE: 8/21/2025

KHA PROJECT	249503000
DATE	4/1/2025
SCALE	AS SHOWN
DESIGNED BY	JDW
DRAWN BY	JDW
CHECKED BY	CCL

GENERAL NOTES

OCOEE PICKLEBALL — CITY OF OCOEE — FLORIDA

SHEET NUMBER
C1.0

STORMWATER POLLUTION PREVENTION PLAN

SITE DESCRIPTION

PROJECT NAME AND LOCATION

OCOEE PICKLEBALL
CITY OF OCOEE, ORANGE COUNTY, FLORIDA

*SEE COVER SHEET FOR LOCATION MAP

OWNER/DEVELOPER NAME AND ADDRESS
VASANT SPORTS LLC
CONTACT:
PHONE:

PROJECT DESCRIPTION

CONSTRUCTION OF PICKLEBALL FACILITY AND ASSOCIATED INFRASTRUCTURE ON A VACANT LOT.

PROPERTY AREA: 6.07 ACRES
DEVELOPABLE AREA: 6.07 ACRES
CONTRIBUTING DRAINAGE AREA: 6.07 ACRES
ULTIMATE RECEIVING LAKE OLYMPIA

ACTIVITIES THAT REQUIRE EROSION CONTROL

SITE CLEARING AND GRUBBING; PROVIDING A STABILIZED CONSTRUCTION ENTRANCE, PERIMETER, AND OTHER EROSION AND SEDIMENT CONTROLS; EXCAVATION FOR THE RETENTION POND; SITE GRADING; INSTALLATION OF STORM WATER, SANITARY SEWER, AND WATER STRUCTURES; CURB, ROADWAYS, AND PARKING FACILITIES.

*SEE PLANS FOR THE LOCATION OF TEMPORARY SEDIMENT BARRIERS AND OTHER EROSION CONTROL METHODS.

SOIL PARAMETERS

SOIL TYPES:

HYDROLOGIC SOIL GROUP SUMMARY		
SOIL TYPE	SOIL NAME	RATING
7	CANDLER SAND, 0 TO 5 PERCENT SLOPES	A
24	NARCOOSSEE FINE SAND, 0 TO 2 PERCENT SLOPES	A

DEWATERING

DISCHARGE OF GROUNDWATER FROM DEWATERING OPERATIONS REQUIRES APPROVAL FROM FDEP AND THE APPLICABLE WATER MANAGEMENT DISTRICT. DISCHARGES DIRECTED TO THE COUNTY'S MS4 REQUIRES A RIGHT-OF-WAY UTILIZATION PERMIT FOR DEWATERING PRIOR TO THE START OF DISCHARGES. TO OBTAIN RIGHT-OF-WAY APPROVAL, COPIES OF THE FDEP PERMIT NOI, DOCUMENTATION SHOWING DEWATERING AT THE SITE IS NOT WITHIN 500 FT OF KNOWN CONTAMINATION, AND A DEWATERING PLAN SHALL BE SUBMITTED TO LAKE COUNTY PUBLIC WORKS. ANALYTICAL SAMPLING OF GROUNDWATER MAY BE REQUESTED BY LAKE COUNTY ON A CASE-BY-CASE BASIS TO CONFIRM SITE CONTAMINATION STATUS.

SEQUENCE OF MAJOR ACTIVITIES

THE ORDER OF CONSTRUCTION IS AS FOLLOWS:

1. PROVIDE STABILIZED CONSTRUCTION ENTRANCE
2. INSTALL SILT FENCES AND OTHER EROSION CONTROL METHODS
3. CLEAR AND GRUB FOR SEDIMENT BASIN AND EARTH DIKE
4. CONSTRUCT EARTH DIKE AND SEDIMENT BASIN
5. FINISH CLEARING AND GRUBBING
6. REMOVE AND STORE TOPSOIL
7. PROVIDE INITIAL GRADING AS REQUIRED
8. STABILIZE ALL DISTURBED AREAS AS SOON AS POSSIBLE
9. INSTALL UTILITIES, STORM SEWER, CURB AND GUTTER
10. INSTALL BASE TO ROAD AND PARKING AREA
11. FINISH GRADING ENTIRE SITE
12. CONSTRUCT FINAL PAVING
13. REMOVE ACCUMULATED SEDIMENT
14. REMOVE ANY ITEMS THAT ARE NOT REQUIRED

TIMING OF CONTROL MEASURES

THE INSTALLATION OF SILT FENCE (AND OTHER EROSION CONTROL MEASURES), A STABILIZED ENTRANCE AND SEDIMENT BASIN SHALL OCCUR PRIOR TO CLEARING AND GRUBBING ACTIVITY. AFTER CONSTRUCTION IS COMPLETE, THE ACCUMULATED SEDIMENT SHALL BE REMOVED AND THE AREAS SHALL BE REGRADED AND PERMANENTLY STABILIZED AS SHOWN ON THE PLANS.

EROSION AND SEDIMENT CONTROLS

BEST MANAGEMENT PRACTICES SHALL BE USED FOR THIS PROJECT TO CONTROL EROSION AND TURBIDITY CAUSED BY STORM WATER RUN-OFF. THE LOCATION AND DETAILS OF EROSION CONTROL METHODS ARE SHOWN ON THE PLANS. THE CONTRACTOR IS RESPONSIBLE FOR PLACING AND MAINTAINING THESE CONTROL METHODS AS SHOWN ON THE PLANS OR AS REQUIRED. HE/SHE SHALL ALSO PROVIDE THE REQUIRED EROSION PROTECTION AS REQUIRED BY LOCAL, STATE AND FEDERAL LAW.

STORM WATER MANAGEMENT

STORM WATER WILL BE CONVEYED TO AN EXISTING DRY DETENTION POND VIA A SYSTEM OF CATCH BASINS AND STORM WATER PIPES. THE STORM WATER POND PROVIDES WATER QUALITY AND ATTENUATION PRIOR TO DISCHARGING TO THE ADJACENT WETLAND AND LAKE OLYMPIA.

STABILIZATION PRACTICES:

TEMPORARY STABILIZATION - TOPSOIL STOCK PILES AND DISTURBED PORTIONS OF THE SITE WHERE CONSTRUCTION ACTIVITY TEMPORARILY OR PERMANENTLY CEASE, SHALL BE STABILIZED WITH TEMPORARY SEED AND MULCH WITHIN 7 DAYS OF THE LAST CONSTRUCTION ACTIVITY IN THAT AREA. THE TEMPORARY SEED REQUIRED CAN BE FOUND IN TABLE 1.65 A OF THE FLORIDA DEVELOPMENT MANUAL. PRIOR TO SEEDING, WHERE SOILS ARE ACIDIC 2 TONS OF PULVERIZED AGRICULTURAL LIMESTONE SHOULD BE ADDED PER ACRE AND 450 POUNDS OF 10-20-20 FERTILIZER SHALL BE APPLIED TO EACH ACRE. AFTER SEEDING, EACH AREA SHALL BE IMMEDIATELY MULCHED WITH STRAW OR EQUIVALENT EQUAL. AREAS OF THE SITE WHICH ARE TO BE PAVED SHALL BE TEMPORARILY STABILIZED BY APPLYING GEOTEXTILE AND STONE SUB-BASE UNTIL BITUMINOUS PAVEMENT CAN BE APPLIED.

PERMANENT STABILIZATION - DISTURBED PORTIONS OF THE SITE WHERE CONSTRUCTION ACTIVITIES PERMANENTLY CEASE SHALL BE STABILIZED WITH PERMANENT SEED NO LATER THAN 7 DAYS AFTER THE LAST CONSTRUCTION ACTIVITY. THE APPROPRIATE PERMANENT SEED MIX CAN BE FOUND IN TABLES 1.66A, 1.66B AND 1.66C OF THE FLORIDA DEVELOPMENT MANUAL. PRIOR TO SEEDING, 2 TONS/ACRE OF FINELY GROUND AGRICULTURAL LIMESTONE AND THE PROPER FERTILIZER BASED ON THE TYPE OF SEEDING SHALL BE APPLIED TO EACH ACRE TO PROVIDE PLANT NUTRIENTS. AFTER SEEDING, EACH AREA SHALL BE MULCHED IMMEDIATELY. ALL RETENTION/DETENTION BASINS SHALL BE SODDED AT LEAST TO THE NORMAL WATER LINE. ALL EXPOSED AREAS WITHIN PUBLIC RIGHT-OF-WAY SHALL BE SODDED, OTHER AREAS WITH SLOPES STEEPER THAN 4:1 SHALL BE SODDED.

STRUCTURAL PRACTICES:

EARTH DIKE - IF REQUIRED, AN EARTH DIKE SHALL BE CONSTRUCTED ALONG THE SITE PERIMETER. A PORTION OF THE DIKE SHALL DIVERT RUN-ON AROUND THE CONSTRUCTION SITE. THE REMAINING PORTION OF THE DIKE SHALL COLLECT RUNOFF FROM THE DISTURBED AREA AND DIRECT THE RUNOFF TO THE SEDIMENT BASIN.

SEDIMENT BASIN - A SEDIMENT BASIN SHALL BE CONSTRUCTED IN THE COMMON DRAINAGE AREA FOR THE SITE. ALL SEDIMENT COLLECTED IN THE BASIN MUST BE REMOVED FROM THE BASIN UPON COMPLETION OF CONSTRUCTION. SEDIMENT FROM THE BASIN MAY BE USED AS FILL ON THE SITE IF IT IS SUITABLE SOIL.

WASTE DISPOSAL

WASTE MATERIALS - ALL WASTE MATERIALS SHALL BE COLLECTED AND STORED IN A METAL DUMPSTER WITH A SECURE LID IN ACCORDANCE WITH ALL LOCAL AND STATE LAWS. ALL TRASH AND CONSTRUCTION DEBRIS FROM THE SITE SHALL BE DEPOSITED IN THE DUMPSTER. THE SUPERINTENDENT SHALL COORDINATE WITH THE LOCAL UTILITIES TO HAVE THE DUMPSTER EMPTIED AT LEAST TWICE A WEEK AND THE WASTE TAKEN TO AN APPROPRIATE LANDFILL. NO CONSTRUCTION WASTE MATERIALS SHALL BE BURIED ON SITE. THE SUPERINTENDENT SHALL ORGANIZE TRAINING FOR THE EMPLOYEES IN THE PROPER PRACTICES WHEN DEALING WITH WASTE MATERIALS. THE SUPERINTENDENT SHALL BE RESPONSIBLE FOR POSTING AND ENFORCING WASTE MATERIAL PROCEDURES.

HAZARDOUS WASTE - HAZARDOUS WASTE MATERIALS SHALL BE DISPOSED OF IN ACCORDANCE WITH ALL LOCAL AND STATE LAWS OR AS DIRECTED BY THE MANUFACTURER. THE SUPERINTENDENT SHALL ORGANIZE THE PROPER TRAINING FOR EMPLOYEES IN THE PROPER PRACTICES WHEN DEALING WITH HAZARDOUS WASTE MATERIALS. THESE PROCEDURES SHALL BE POSTED ON THE SITE. THE PERSON WHO MANAGES THE SITE SHALL BE RESPONSIBLE FOR ENFORCING THE PROCEDURES.

SANITARY WASTE - SANITARY WASTE SHALL BE COLLECTED AND DISPOSED OF IN ACCORDANCE WITH ALL LOCAL AND STATE LAWS. THE SUPERINTENDENT SHALL COORDINATE WITH THE LOCAL UTILITY FOR COLLECTION OF THE SANITARY WASTE AT LEAST THREE TIMES A WEEK TO PREVENT SPILLAGE ONTO THE SITE.

OFF-SITE TRACKING

A STABILIZED CONSTRUCTION ENTRANCE SHALL BE PROVIDED TO REDUCE SEDIMENT TRACKING OFFSITE. THE MAJOR ROAD CONNECTED TO THE PROJECT SHALL BE CLEANED ONCE A DAY TO REMOVE ANY EXCESS MUD, DIRT OR ROCK RESULTING FROM CONSTRUCTION TRAFFIC. ALL TRUCKS HAULING MATERIALS OFFSITE SHALL BE COVERED WITH A TARPAULIN.

DUST & DEBRIS CONTROL
THE CONTRACTOR SHALL BE RESPONSIBLE FOR DUST CONTROL WITHIN THE CONSTRUCTION LIMITS AS WELL AS ALONG HAUL ROUTES AND ROADWAYS USED BY THE EQUIPMENT AND VEHICLES. THE CONTRACTOR SHALL ENSURE THAT EXCESSIVE DUST IS NOT TRANSPORTED BEYOND THE LIMITS OF CONSTRUCTION IN POPULATED AREAS. THE CONTRACTOR MAY CONTROL DUST FOR EMBANKMENTS OR OTHER CLEARED OR UNSURFACED AREAS BY APPLYING WATER. INSTALL MULCH, SEED, SOD, OR TEMPORARY PAVING AS EARLY AS PRACTICAL. CONTROL DUST DURING STORAGE AND HANDLING OF DUSTY MATERIALS BY WETTING, COVERING, OR OTHER MEANS AS APPROVED BY THE ENGINEER.
DEBRIS SHALL NOT BE ALLOWED TO ACCUMULATE ON THE PROJECT SITE.

ITEMS REQUIRING POLLUTION PREVENTION

THE FOLLOWING ITEMS ARE EXPECTED TO BE PRESENT ON THE PROJECT SITE:

-ASPHALT
-CONCRETE
-FERTILIZERS
-METAL PIECES
-PETROLEUM BASED PRODUCTS
-TAR
-CLEANING SUPPLIES
-DETERGENTS
-MASONARY BLOCK/BRICKS
-PAINT
-WOOD

THE FOLLOWING ARE NON-STORM WATER SOURCES THAT WILL BE ENCOUNTERED AT THE SITE AND SHOULD BE DIRECTED TO THE SEDIMENT BASIN PRIOR TO DISCHARGE:

-UNCONTAMINATED GROUNDWATER EXPOSED DURING EXCAVATION
-WATER FROM WATER LINE FLUSHING
-PAVEMENT WASH WATERS (WHERE NO SPILLS OR LEAKS OF TOXIC OR HAZARDOUS MATERIALS HAVE OCCURRED).

SPILL PREVENTION AND CONTROL

THE FOLLOWING ARE THE MATERIAL MANAGEMENT PRACTICES THAT WILL BE USED TO REDUCE THE RISK OF SPILLS OR OTHER ACCIDENTAL EXPOSURE OF MATERIALS AND SUBSTANCES TO STORM WATER RUNOFF.

GOOD HOUSEKEEPING

-SUPERINTENDENT SHALL INSPECT PROJECT AREA DAILY FOR PROPER STORAGE, USE, AND DISPOSAL OF CONSTRUCTION MATERIALS.

-STORE ONLY ENOUGH MATERIAL ON SITE FOR PROJECT COMPLETION.

-ALL SUBSTANCES SHOULD BE USED BEFORE DISPOSAL OF CONTAINER.

-ALL CONSTRUCTION MATERIALS STORED SHALL BE ORGANIZED AND IN THE PROPER CONTAINER AND IF POSSIBLE, STORED UNDER A ROOF OR PROTECTIVE COVER.

-PRODUCTS SHALL NOT BE MIXED UNLESS DIRECTED BY THE MANUFACTURER.

-ALL PRODUCTS SHALL BE USED AND DISPOSED OF ACCORDING TO THE MANUFACTURER'S RECOMMENDATIONS.

HAZARDOUS PRODUCTS

-MATERIALS SHOULD BE KEPT IN ORIGINAL CONTAINER WITH LABELS UNLESS THE ORIGINAL CONTAINERS CANNOT BE RESEALED. IF ORIGINAL CONTAINERS CANNOT BE USED, LABELS AND PRODUCT INFORMATION SHALL BE SAVED.

-PROPER DISPOSAL PRACTICES SHALL ALWAYS BE FOLLOWED IN ACCORDANCE WITH MANUFACTURER AND LOCAL/STATE REGULATIONS.

PRODUCT SPECIFIC PRACTICES

-PETROLEUM PRODUCTS MUST BE STORED IN PROPER CONTAINERS AND CLEARLY LABELED. VEHICLES CONTAINING PETROLEUM PRODUCTS SHALL BE PERIODICALLY INSPECTED FOR LEAKS. PRECAUTIONS SHALL BE TAKEN TO AVOID LEAKAGE OF PETROLEUM PRODUCTS ON SITE.

-THE MINIMUM AMOUNT OF FERTILIZER SHALL BE USED AND MIXED INTO THE SOIL IN ORDER TO LIMIT EXPOSURE TO STORM WATER. FERTILIZERS SHALL BE STORED IN A COVERED SHED. THE CONTENTS OF ANY PARTIALLY USED BAGS OF FERTILIZER SHALL BE TRANSFERRED TO A SEALABLE PLASTIC BIN TO AVOID SPILLS.

-PAINT CONTAINERS SHALL BE SEALED AND STORED WHEN NOT IN USE. EXCESS PAINT MUST BE DISPOSED OF IN AN APPROVED MANNER.

-CONCRETE TRUCKS SHALL NOT BE ALLOWED TO WASH OUT OR DISCHARGE SURPLUS CONCRETE OR DRUM WASH WATER ON THE SITE.

SPILL CONTROL PRACTICES

IN ADDITION TO THE GOOD HOUSEKEEPING AND MATERIAL MANAGEMENT PRACTICES DISCUSSED IN THE PREVIOUS SECTIONS OF THIS PLAN, THE FOLLOWING PRACTICES SHALL BE FOLLOWED FOR SPILL PREVENTION AND CLEANUP:

-SPILL CLEANUP INFORMATION SHALL BE POSTED ON SITE TO INFORM EMPLOYEES ABOUT CLEANUP PROCEDURES AND RESOURCES.

-THE FOLLOWING CLEAN-UP EQUIPMENT MUST BE KEPT ON-SITE NEAR THE MATERIAL STORAGE AREA: GLOVES, MOPS, RAGS, BROOMS, DUST PANS, SAND, SAWDUST, LIQUID ABSORBER, GOGGLES, AND TRASH CONTAINERS.

-ALL SPILLS SHALL BE CLEANED UP AS SOON AS POSSIBLE.

-WHEN CLEANING A SPILL, THE AREA SHOULD BE WELL VENTILATED AND THE EMPLOYEE SHALL WEAR PROPER PROTECTIVE COVERING TO PREVENT INJURY.

-TOXIC SPILLS MUST BE REPORTED TO THE PROPER AUTHORITY REGARDLESS OF THE SIZE OF THE SPILL.

-AFTER A SPILL, THE PREVENTION PLAN SHALL BE REVIEWED AND CHANGED TO PREVENT FURTHER SIMILAR SPILLS FROM OCCURRING. THE CAUSE OF THE SPILL, MEASURES TO PREVENT IT, AND HOW TO CLEAN THE SPILL UP SHALL BE RECORDED.

-THE SUPERINTENDENT SHALL BE THE SPILL PREVENTION AND CLEANUP COORDINATOR AND IS RESPONSIBLE FOR THE DAY TO DAY SITE OPERATIONS. THE SUPERINTENDENT ALSO OVERSEES THE SPILL PREVENTION PLAN AND SHALL BE RESPONSIBLE FOR EDUCATING THE EMPLOYEES ABOUT SPILL PREVENTION AND CLEANUP PROCEDURES.

MAINTENANCE AND INSPECTION PRACTICES

THE FOLLOWING ARE MAINTENANCE AND INSPECTION PRACTICES THAT SHALL BE COMPLETED BY THE CONTRACTOR:

-ALL SEDIMENT AND EROSION CONTROL METHODS SHALL BE CHECKED AT A MINIMUM OF EVERY 7 DAYS AND WITHIN 24 HOURS OF EACH 0.5 INCH OR GREATER RAINFALL BY THE SUPERINTENDENT OR SOMEONE UNDER HIS/HER DIRECT SUPERVISION.

-ALL SEDIMENT AND EROSION CONTROL METHODS SHALL BE KEPT IN GOOD CONDITION. REPAIRS MUST BE MADE WITHIN 24 HOURS OF REPORT.

-THE SILT FENCE SHALL BE INSPECTED AT A MINIMUM OF EVERY 7 DAYS AND WITHIN 24 HOURS OF A 0.5" OR GREATER RAIN EVENT FOR HEIGHT OF SEDIMENT AND CONDITION OF FENCE.

-THE SILT FENCE SHALL BE CLEARED OF SEDIMENT WHEN SEDIMENT MEASURES ONE-THIRD THE HEIGHT OF THE FENCE.

-THE SEDIMENT BASINS/DITCHES SHALL BE CHECKED AT A MINIMUM OF EVERY 7 DAYS AND WITHIN 24 HOURS OF A 0.5" OR GREATER RAIN EVENT FOR DEPTH OF SEDIMENT. THEY SHALL BE CLEANED WHEN SEDIMENT REACHES 10% OF TOTAL CAPACITY AND AFTER CONSTRUCTION IS COMPLETE.

-DIVERSION DIKES SHALL BE INSPECTED AT A MINIMUM OF EVERY 7 DAYS AND WITHIN 24 HOURS OF A 0.5" OR GREATER RAIN EVENT. ANY BREACHES SHALL BE PROMPTLY REPAIRED.

-ALL SEEDING SHALL BE CHECKED FOR PROPER GROWTH AND UNIFORMITY. UNSTABALIZED AREAS SHALL BE RE-SODDED.

-A MAINTENANCE REPORT SHALL BE COMPLETED DAILY AFTER EACH INSPECTION OF THE SEDIMENT AND EROSION CONTROL METHODS. THE REPORTS SHALL BE FILED IN AN ORGANIZED MANNER AND RETAINED ON-SITE DURING CONSTRUCTION. AFTER CONSTRUCTION IS COMPLETED, THE REPORTS SHALL BE SAVED FOR AT LEAST THREE YEARS. THE REPORTS SHALL BE AVAILABLE FOR ANY AGENCY THAT HAS JURISDICTION OVER EROSION CONTROL.

-THE SUPERINTENDENT SHALL ORGANIZE THE TRAINING FOR INSPECTION PROCEDURES AND PROPER EROSION CONTROL METHODS FOR EMPLOYEES THAT COMPLETE INSPECTIONS AND REPORTS.

POLLUTION PREVENTION PLAN CERTIFICATION

I CERTIFY UNDER PENALTY OF LAW THAT THIS DOCUMENT AND ALL ATTACHMENTS WERE PREPARED UNDER MY DIRECTION OR SUPERVISION IN ACCORDANCE WITH A SYSTEM DESIGNED TO ASSURE THAT QUALIFIED PERSONNEL PROPERLY GATHERED AND EVALUATED THE INFORMATION SUBMITTED. BASED ON MY INQUIRY OF THE PERSON OR PERSONS WHO MANAGE THE SYSTEM, OR THOSE PERSONS DIRECTLY RESPONSIBLE FOR GATHERING THE INFORMATION, THE INFORMATION SUBMITTED IS, TO THE BEST OF MY KNOWLEDGE AND BELIEF, TRUE, ACCURATE, AND COMPLETE. I AM AWARE THAT THERE ARE SIGNIFICANT PENALTIES FOR SUBMITTING FALSE INFORMATION, INCLUDING THE POSSIBILITY OF FINE AND IMPRISONMENT FOR KNOWING VIOLATIONS.

SIGNED: _____ DATE:_____

CHRISTOPHER LEPPERT, P.E.
FLORIDA REGISTRATION NUMBER: 90200
PROFESSIONAL ENGINEER

CONTRACTOR'S CERTIFICATION

I CERTIFY UNDER PENALTY OF LAW THAT I UNDERSTAND, SHALL COMPLY WITH, THE TERMS AND CONDITIONS OF THE STATE OF FLORIDA GENERIC PERMIT FOR STORMWATER DISCHARGE FORM LARGE AND SMALL CONSTRUCTION ACTIVITIES AND THIS STORMWATER POLLUTION PREVENTION PLAN PREPARED THEREUNDER.

SIGNATURE AND DATE	NAME AND TITLE, COMPANY / ADDRESS AND TELEPHONE NUMBER	RESPONSIBILITY

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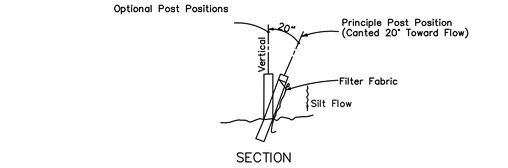
KHA PROJECT	249503000
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SCALE	AS SHOWN
DESIGNED BY	JDW
DRAWN BY	JDW
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STORM WATER POLLUTION PREVENTION PLAN

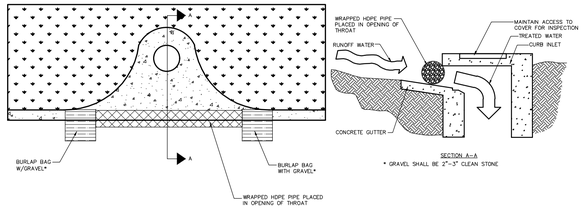
OCOEE PICKLEBALL
CITY OF OCOEE FLORIDA

SHEET NUMBER
C2.0

Plotted By: cleppert, Chris Sheet Set: Ocoee Pickleball Construction Plans Layout: C2.0 STORM WATER POLLUTION PREVENTION PLAN August 21, 2025 01:26:36pm K:\orl_civil\249503000- ocoee pickleball complex\CAD\CONST\plotsheets\C2.0 - SWPPP.dwg
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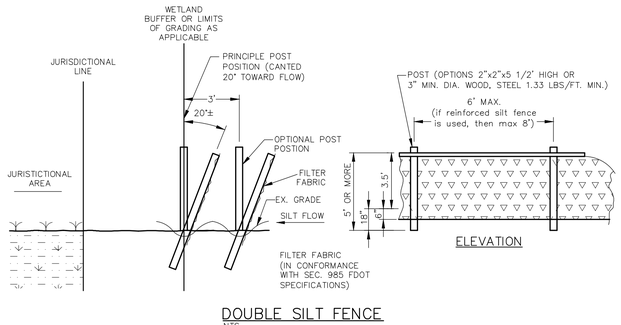


TYPE III SILT FENCE
NTS

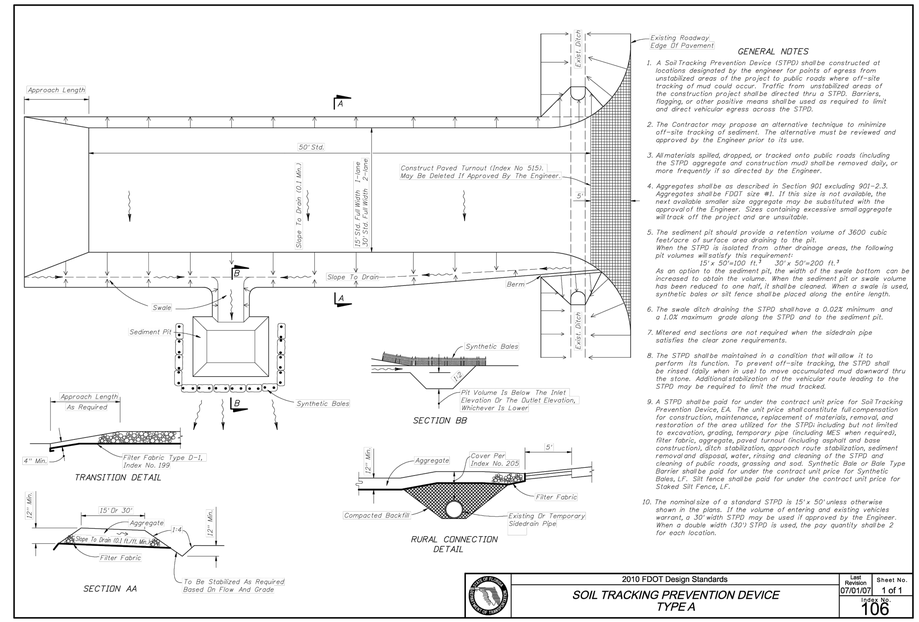


SOCK DRAIN INLET SEDIMENT FILTER
NTS

NOTE: THE PERFORATED PIPE MUST EXTEND AT LEAST 1' BEYOND THE CURB OPENING ON EACH SIDE AND BE ANCHORED WITH GRAVEL BAGS, OR SIMILAR, ON EACH END. A SPACER MUST BE PROVIDED FOR BETWEEN THE INLET OPENING AND THE PIPE TO ALLOW FOR OVERFLOW, PREVENT FLOODING AND TO PREVENT THE PIPE FROM FALLING INTO THE INLET.



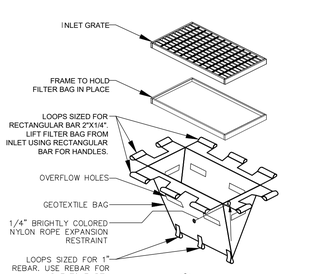
DOUBLE SILT FENCE
NTS



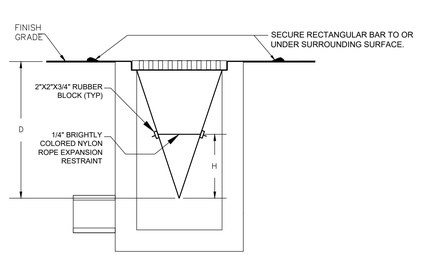
GENERAL NOTES

1. A Soil Tracking Prevention Device (STPD) shall be constructed at locations designated by the engineer for points of egress from unstabilized areas of the project to public roads where off-site tracking of mud could occur. Traffic from unstabilized areas of the construction project shall be directed thru a STPD. Barriers, flagging, or other positive means shall be used as required to limit and direct vehicular egress across the STPD.
2. The Contractor may propose an alternative technique to minimize off-site tracking of sediment. The alternative must be reviewed and approved by the Engineer prior to its use.
3. All materials spilled, dropped, or tracked onto public roads (including the STPD aggregate and construction mud) shall be removed daily, or more frequently if so directed by the Engineer.
4. Aggregates shall be as described in Section 901 excluding 901-2.3. Aggregates shall be FDOT size #1. If this size is not available, the next available smaller size aggregate may be substituted with the approval of the Engineer. Sizes containing excessive small aggregate will track off the project and are unsuitable.
5. The sediment pit should provide a retention volume of 3600 cubic feet/acre of surface area draining to the pit.
   When the STPD is isolated from other drainage areas, the following pit volumes will satisfy this requirement:
   15' x 50'=100 ft.³ 30' x 50'=200 ft.³
   As an option to the sediment pit, the width of the swale bottom can be increased to obtain the volume. When the sediment pit or swale volume has been reduced to one half, it shall be cleaned. When a swale is used, synthetic bales or silt fence shall be placed along the entire length.
6. The swale ditch draining the STPD shall have a 0.02% minimum and a 1.0% maximum grade along the STPD and to the sediment pit.
7. Mitered end sections are not required when the sidedrain pipe satisfies the clear zone requirements.
8. The STPD shall be maintained in a condition that will allow it to perform its function. To prevent off-site tracking, the STPD shall be rinsed (daily when in use) to move accumulated mud downward thru the stone. Additional stabilization of the vehicular route leading to the STPD may be required to limit the mud tracked.
9. A STPD shall be paid for under the contract unit price for Soil Tracking Prevention Device, EA. The unit price shall constitute full compensation for construction, maintenance, replacement of materials, removal, and restoration of the area utilized for the STPD including but not limited to excavation, grading, temporary pipe (including MES when required), filter fabric, aggregate, paved turnout (including asphalt and base construction), ditch stabilization, approach route stabilization, sediment removal and disposal, water, rinsing and cleaning of the STPD and cleaning of public roads, grassing and sod. Synthetic Bale or Bale Type Barrier shall be paid for under the contract unit price for Synthetic Bales, LF. Silt fence shall be paid for under the contract unit price for Staked Silt Fence, LF.
10. The nominal size of a standard STPD is 15' x 50' unless otherwise shown in the plans. If the volume of entering and existing vehicles warrant, a 30' width STPD may be used if approved by the Engineer. When a double width (30') STPD is used, the pay quantity shall be 2 for each location.

2010 FDOT Design Standards	Last Revision	Sheet No.
SOIL TRACKING PREVENTION DEVICE TYPE A	07/01/07	1 of 1
	Index No.	106



ISOMETRIC VIEW



SECTION VIEW
(FILTER SACK INSTALLED)

NOTES:

1. GEOTEXTILE SHALL BE A WOVEN POLYPROPYLENE FABRIC THAT MEETS OR EXCEEDS REQUIREMENTS IN THE SPECIFICATIONS TABLE.
2. PLACE AN OIL ABSORBENT PAD OR PILLOW OVER INLET GRATE WHEN OIL SPILLS ARE A CONCERN.
3. THE WIDTH, "W", OF THE FILTER SACK SHALL MATCH THE INSIDE WIDTH OF THE GRATED INLET BOX.
4. THE DEPTH, "D", OF THE FILTER SACK SHALL BE BETWEEN 18 INCHES AND 36 INCHES.
5. THE LENGTH, "L", OF THE FILTER SACK SHALL MATCH THE INSIDE LENGTH OF THE GRATED INLET BOX.

MAINTENANCE NOTES:

1. INLET PROTECTION DEVICES MUST BE INSPECTED FOR SEDIMENT ACCUMULATION WITHIN THE CATCH BASIN. REMOVE TRAPPED SEDIMENT WHEN BRIGHTLY COLORED EXPANSION RESTRAINT CAN NO LONGER BE SEEN.
2. REMOVAL OF SEDIMENT ACCUMULATED IN OR ADJACENT TO A STORM DRAIN INLET MUST BEGIN IMMEDIATELY UPON DISCOVERY, WITH COMPLETION OF THE ACTIVITY OCCURRING NO LATER THAN THE END OF THE FOLLOWING BUSINESS DAY.
3. INLET PROTECTION DEVICES SHALL BE INSPECTED FOR UNINTENDED BYPASS OR IMPROPER FLOW-RATES THAT MAY CAUSE DOWNSTREAM FLOODING.
4. CONTACT THE CEC FOR ALTERNATE INLET PROTECTION IF THE DESIGNED PROTECTION MAY IMPACT DOWNSTREAM BMPS, ADJACENT SLOPES, ETC., DUE TO PONDING ISSUES. ENSURE THAT NO UNDERMINING OF INLET PROTECTION DEVICES HAS OCCURRED.
5. INLET PROTECTION DEVICES AND BARRIERS SHALL BE REPAIRED OR REPLACED IF THEY SHOW SIGNS OF UNDERMINING OR DETERIORATION.

LOW TO MODERATE FLOW GEOTEXTILE FABRIC SPECIFICATION TABLE		
PROPERTIES	TEST METHOD	UNITS
GRAB TENSILE STRENGTH	ASTM D-4632	300 LBS
GRAB TENSILE ELONGATION	ASTM D-4632	20 %
PUNCTURE	ASTM D-4833	120 LBS
MULLEN BURST	ASTM D-3786	800 PSI
TRAPEZOID TEAR	ASTM D-4533	120 LBS
UV RESISTANCE	ASTM D-4355	80 %
APPARENT OPENING SIZE	ASTM D-4751	40 US SIEVE
FLOW RATE	ASTM D-4491	40 GAL/MIN/SQ FT
PERMITTIVITY	ASTM D-4491	0.55 SEC $^{-1}$

MODERATE TO HIGH FLOW GEOTEXTILE FABRIC SPECIFICATION TABLE		
PROPERTIES	TEST METHOD	UNITS
GRAB TENSILE STRENGTH	ASTM D-4632	265 LBS
GRAB TENSILE ELONGATION	ASTM D-4632	20 %
PUNCTURE	ASTM D-4833	135 LBS
MULLEN BURST	ASTM D-3786	420 PSI
TRAPEZOID TEAR	ASTM D-4533	45 LBS
UV RESISTANCE	ASTM D-4355	90 %
APPARENT OPENING SIZE	ASTM D-4751	20 US SIEVE
FLOW RATE	ASTM D-4491	200 GAL/MIN/SQ FT
PERMITTIVITY	ASTM D-4491	1.5 SEC $^{-1}$

INLET PROTECTION FILTER SACK
N.T.S.

FOR USE ONLY IN PAVED AREAS WHERE SEDIMENT LOADS ARE EXPECTED TO BE VERY LOW. FILTER SACK MUST HAVE OVERFLOW HOLES TO PREVENT PONDING.

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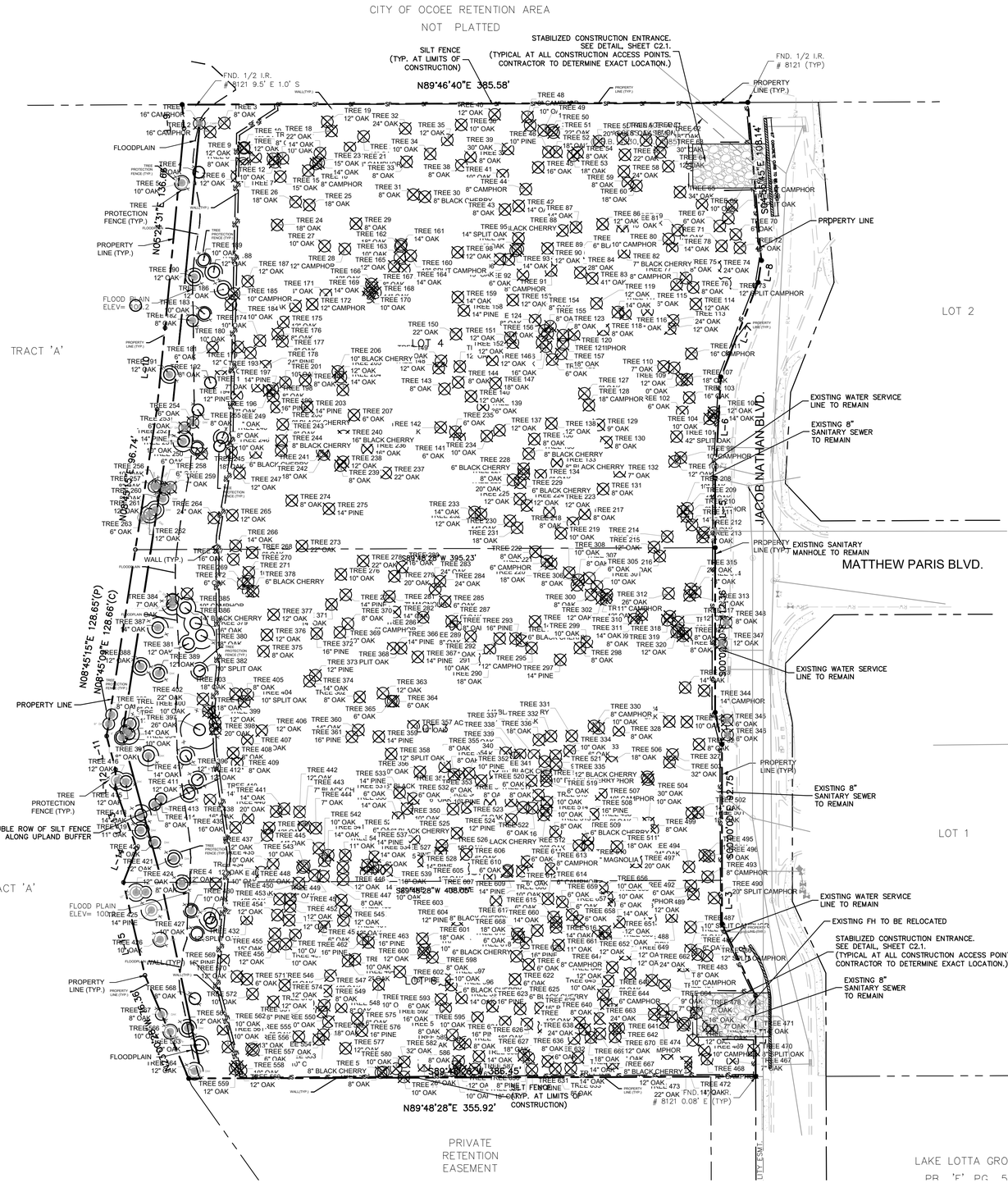
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EROSION CONTROL DETAILS

OCOCEE PICKLEBALL
FLORIDA
CITY OF OCOEE

SHEET NUMBER
C2.1

Plotted By:Leppert, Chris Sheet Set:Ocoee Pickleball Construction Plans Layout:C2.1 EROSION CONTROL DETAILS August 21, 2025 01:26:48pm K:\ver_esn\249503000-ocoee pickleball complex\CAD\CONST\sitesheets\C2.1-EROS.dwg
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LEGEND

- TYPE III SILT FENCE (SEE SHEET C2.1 FOR DETAIL)
- PROPERTY LINE
- RIGHT-OF-WAY LINE
- SOIL TRACKING PREVENTION DEVICE (SEE SHEET C2.1 FOR DETAIL)
- EXISTING EXFILTRATION UNDE A SEPARATE PERMIT
- TREE TO BE REMOVED

NORTH

GRAPHIC SCALE IN FEET
0 20 40 80

NOTES:
1. ALL AFFECTED SIDEWALKS, RAMPS AND CROSSWALKS, WILL BE BUILT AND INSPECTED TO MEET CURRENT ADA REQUIREMENTS.
2. SILT FENCE LOCATION ON PLAN IS SHOWN FOR CLARITY PURPOSES ONLY. SILT FENCE SHOULD BE PLACED ON PROPERTY LINE.
3. NO EXCAVATED MATERIAL SHALL BE STOCKPILED IN SUCH A MANNER AS TO DIRECT RUNOFF DIRECTLY OFF THE PROJECT TO ANY STORMWATER COLLECTION FACILITY.
4. SEE TREE MITIGATION PLAN FOR ADDITIONAL TREE REMOVAL DETAILS.

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EXISTING CONDITIONS - DEMOLITION PLAN

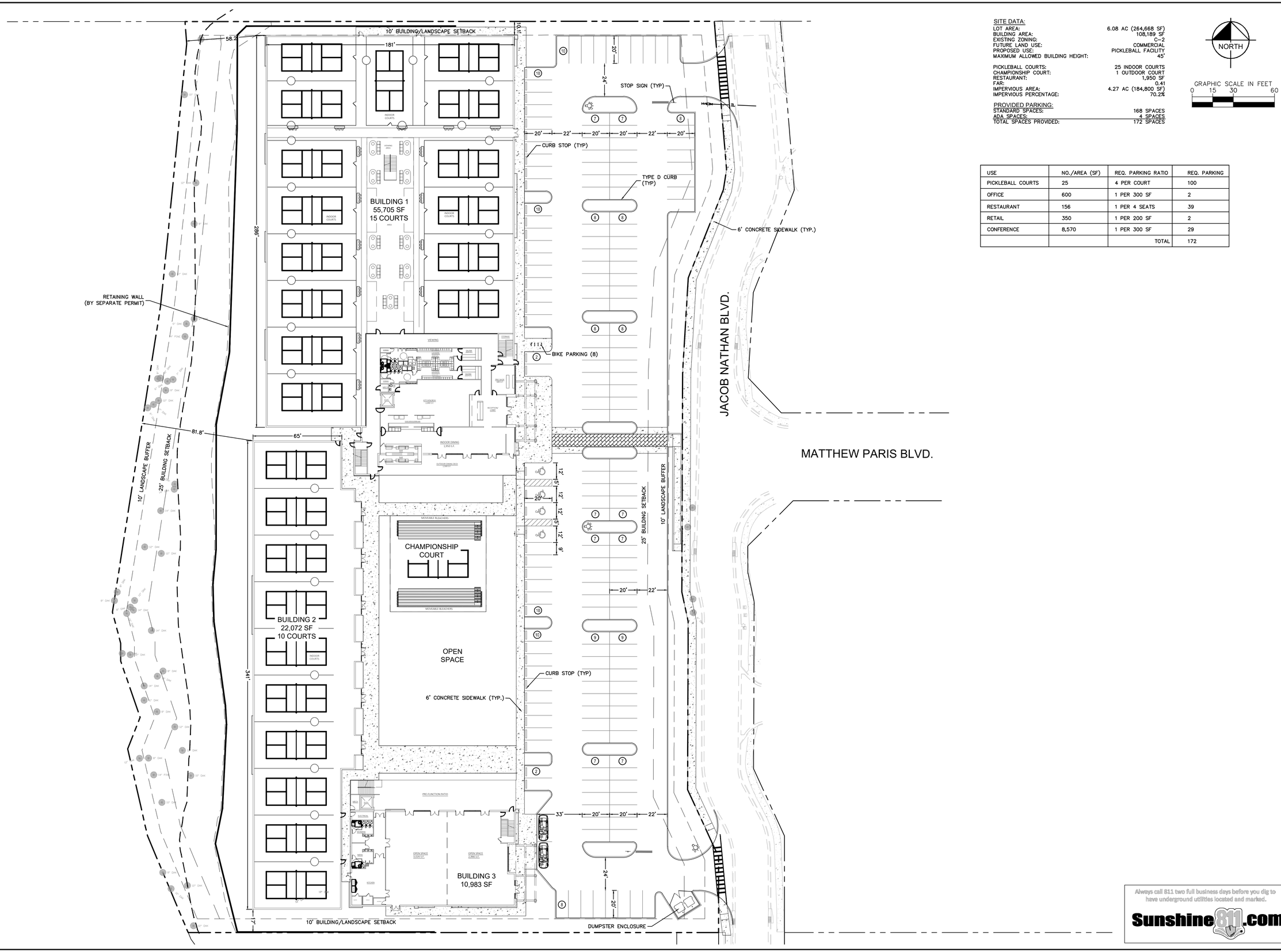
OCOCEE PICKLEBALL

CITY OF OCOEE, FLORIDA

SHEET NUMBER
C3.0

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Printed By:eppert, Chris Sheet Set:Ocoee Pickleball Construction Plans Layout:C3.0 EXISTING CONDITIONS - DEMOLITION PLAN August 21, 2025 01:27:08pm K:\orl_civil\249503000 - ocoee pickleball complex\CADD\CONSTR\plansheets\C3.0-XCOND.dwg
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SITE DATA:

LOT AREA:	6.08 AC (264,668 SF)
BUILDING AREA:	108,189 SF
EXISTING ZONING:	C-2
FUTURE LAND USE:	COMMERCIAL
PROPOSED USE:	PICKLEBALL FACILITY
MAXIMUM ALLOWED BUILDING HEIGHT:	45'
PICKLEBALL COURTS:	25 INDOOR COURTS
CHAMPIONSHIP COURT:	1 OUTDOOR COURT
RESTAURANT:	1,950 SF
FAR:	0.41
IMPERVIOUS AREA:	4.27 AC (184,800 SF)
IMPERVIOUS PERCENTAGE:	70.2%

PROVIDED PARKING:

STANDARD SPACES:	168 SPACES
ADA SPACES:	4 SPACES
TOTAL SPACES PROVIDED:	172 SPACES

NORTH

GRAPHIC SCALE IN FEET
0 15 30 60

USE	NO./AREA (SF)	REQ. PARKING RATIO	REQ. PARKING
PICKLEBALL COURTS	25	4 PER COURT	100
OFFICE	600	1 PER 300 SF	2
RESTAURANT	156	1 PER 4 SEATS	39
RETAIL	350	1 PER 200 SF	2
CONFERENCE	8,570	1 PER 300 SF	29
		TOTAL	172

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SITE PLAN

OCOCEE PICKLEBALL

CITY OF OCOEE FLORIDA

SHEET NUMBER
C4.0

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Plotted By:Leppert, Chris Sheet Set:Ocoee Pickleball Construction Plans Layout:C4.0 SITE PLAN August 21, 2025 01:27:29pm K:\orl_civil\249503000-ocoee pickleball complex\CADD\CONST\plansheets\C4.0- SITE.dwg
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POSITIVE DRAINAGE FLOW PATTERNS ARE TO BE MAINTAINED AT ALL PHASES OF THE PROJECT. NO ADVERSE IMPACTS OR PONDING CAN OCCUR TO ADJACENT PROPERTIES OR TO CITY OF OCOEE ROW

FND. 1/2 I.R. #8121 9.5' E 1.0' S

N89°46'40"E 385.58'

APPROXIMATE LOCATION OF END OF WALL

L-9

N05°24'31"E 136.66'

L-10

N08°45'15"E 96.74'

N08°45'15"E 128.65'(P)
N08°45'09"E 128.66'(C)

PROPOSED WALL WITH RAILING (SEPARATE PERMIT)

FLOOD PLAIN ELEV= 100.2

LOT 4

FFE = 120.00

INDOOR COURTS

VIEWING AREA

INDOOR DINING

BAR

OUTDOOR DINING DECK 1,500 S.F.

VIEWING

LOCKERS

SAUNA

STORAGE

PRO SHOP 349 S.F.

KITCHEN/BOH 2,000 S.F.

RECEPTION/ LOBBY

MEN

WOMEN

MOVEABLE BLEACHERS

S89°48'28"W 395.23'

DRAINAGE ACCESS EASEMENT (O.R.B. 4[illegible], PG. 4985)

89 LF OF 18" Reinforced Concrete @ 0.50%

94 LF OF 18" Reinforced Concrete @ 0.64%

91 LF OF 18" Reinforced Concrete @ 0.55%

TH-1

D-1

D-2

D-3

S04°59'00"E 104.14'

S00°00'00"E 112.36'

JACOB NATHAN BLVD.

MATTHEW PARIS BLVD.

SECTION A-A, SHEET C5.1

MATCH PLAN SHEET C5.1

NORTH

GRAPHIC SCALE IN FEET
0 10 20 40

LEGEND

- EXISTING SPOT ELEVATION
- EXISTING CONTOUR
- PROPOSED CONTOUR
- PROPOSED SURFACE ELEVATION
- PROPOSED TOP OF CURB/PAVEMENT ELEVATION
- PROPOSED STORM PIPE
- PROPOSED STORM INLET
- PROPOSED STORM MANHOLE
- PROPOSED ASPHALT PAVEMENT SEE SECTION, SHEET C6.0

STRUCTURE TABLE

STRUCTURE NAME:	DETAILS:
D-1	GI RIM: 118.25 INV OUT: 107.45
D-2	GI RIM: 118.00 INV OUT: 113.50
D-3	GI RIM: 118.00 INV OUT: 112.00
D-4	GI RIM: 118.50 INV OUT: 114.00
MH-1	MH RIM: 122.76 INV IN: 107.00

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DESIGNED BY	JDW
DRAWN BY	JDW
CHECKED BY	CCL

PAVING GRADING AND DRAINAGE PLAN

OCOCEE PICKLEBALL

CITY OF OCOEE FLORIDA

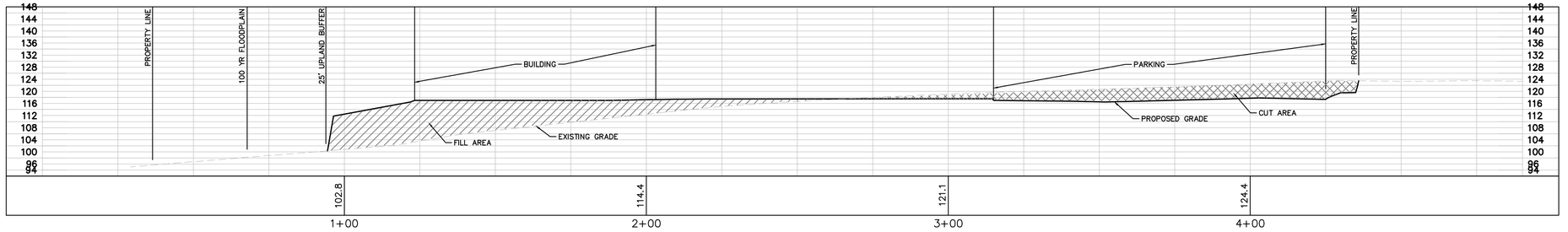
SHEET NUMBER
C5.0

Plotted By: Leppert, Chris Sheet Set: Ocoee Pickleball Construction Plans Layout: C5.0 PAVING GRADING AND DRAINAGE PLAN August 21, 2025 01:27:45pm K:\orl_civil\249503000-ocoee pickleball complex\CAD\CONST\plansheets\C5.0-PGD.dwg
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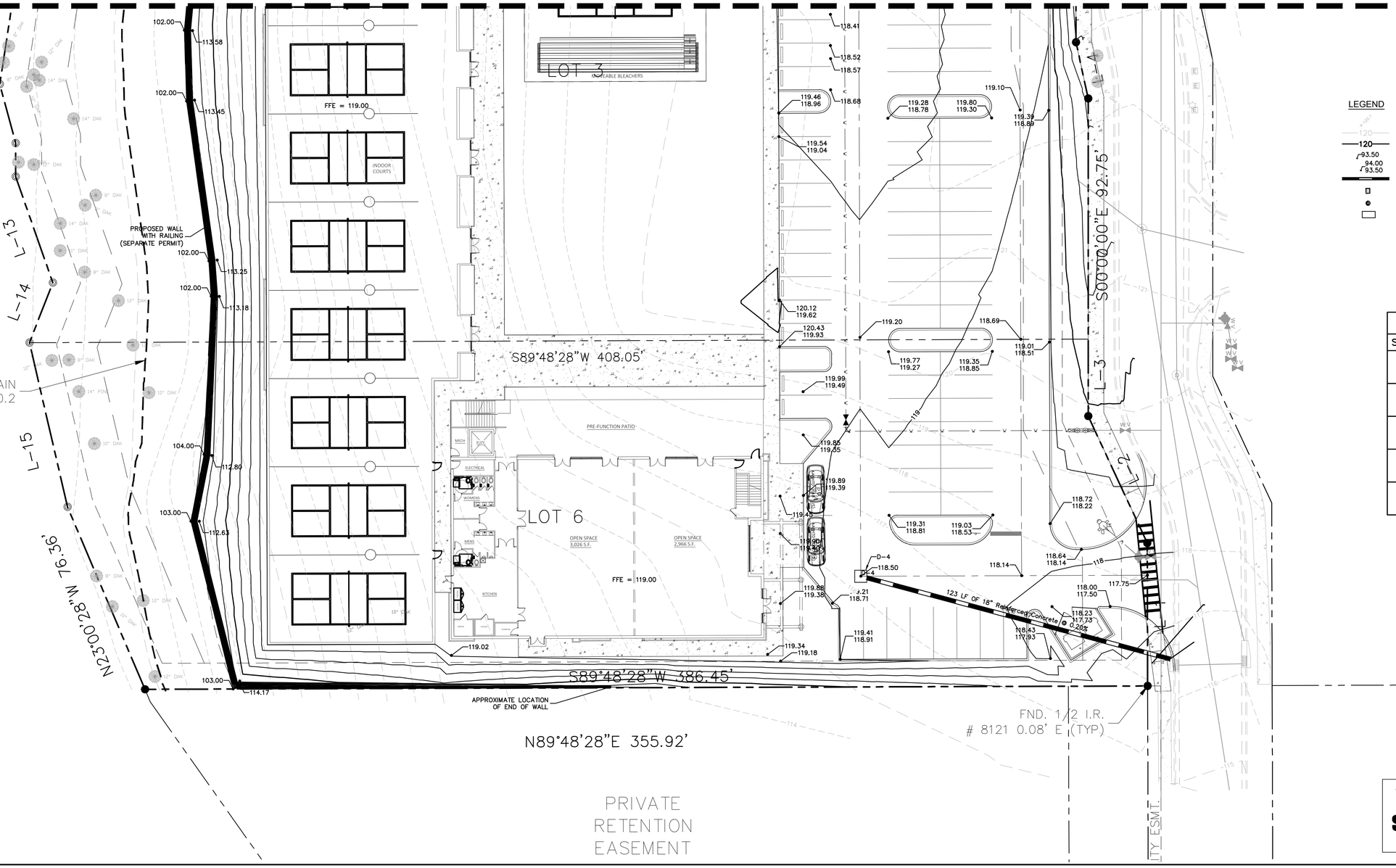
POSITIVE DRAINAGE FLOW PATTERNS ARE TO BE MAINTAINED AT ALL PHASES OF THE PROJECT. NO ADVERSE IMPACTS OR PONDING CAN OCCUR TO ADJACENT PROPERTIES OR TO OSCEOLA COUNTY'S ROW

ALL LOWEST FINISH FLOOR ELEVATIONS SHALL BE A MINIMUM 24" ABOVE THE ADJACENT ROAD CROWN

SECTION A–A



MATCH PLAN SHEET C5.0



LEGEND

- EXISTING SPOT ELEVATION
- EXISTING CONTOUR
- PROPOSED CONTOUR
- PROPOSED SURFACE ELEVATION
- PROPOSED TOP OF CURB/PAVEMENT ELEVATION
- PROPOSED STORM PIPE
- PROPOSED STORM INLET
- PROPOSED STORM MANHOLE
- PROPOSED ASPHALT PAVEMENT SEE SECTION, SHEET C6.0

NORTH

GRAPHIC SCALE IN FEET
0 10 20 40

STRUCTURE TABLE	
STRUCTURE NAME:	DETAILS:
D–1	GI RIM: 118.25 INV OUT: 107.45
D–2	GI RIM: 118.00 INV OUT: 113.50
D–3	GI RIM: 118.00 INV OUT: 112.00
D–4	GI RIM: 118.50 INV OUT: 114.00
MH–1	MH RIM: 122.76 INV IN: 107.00

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No.	REVISIONS	DATE	BY

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LICENSED PROFESSIONAL ENGINEER — CHRISTOPHER C. LEPPERT — PE — STATE OF FLORIDA — No. 93203 — REGISTERED PROFESSIONAL ENGINEER — DATE: 4/17/2025

KHA PROJECT	249503000
DATE	4/17/2025
SCALE	AS SHOWN
DESIGNED BY	JDW
DRAWN BY	JDW
CHECKED BY	CCL

PAVING GRADING AND DRAINAGE PLAN

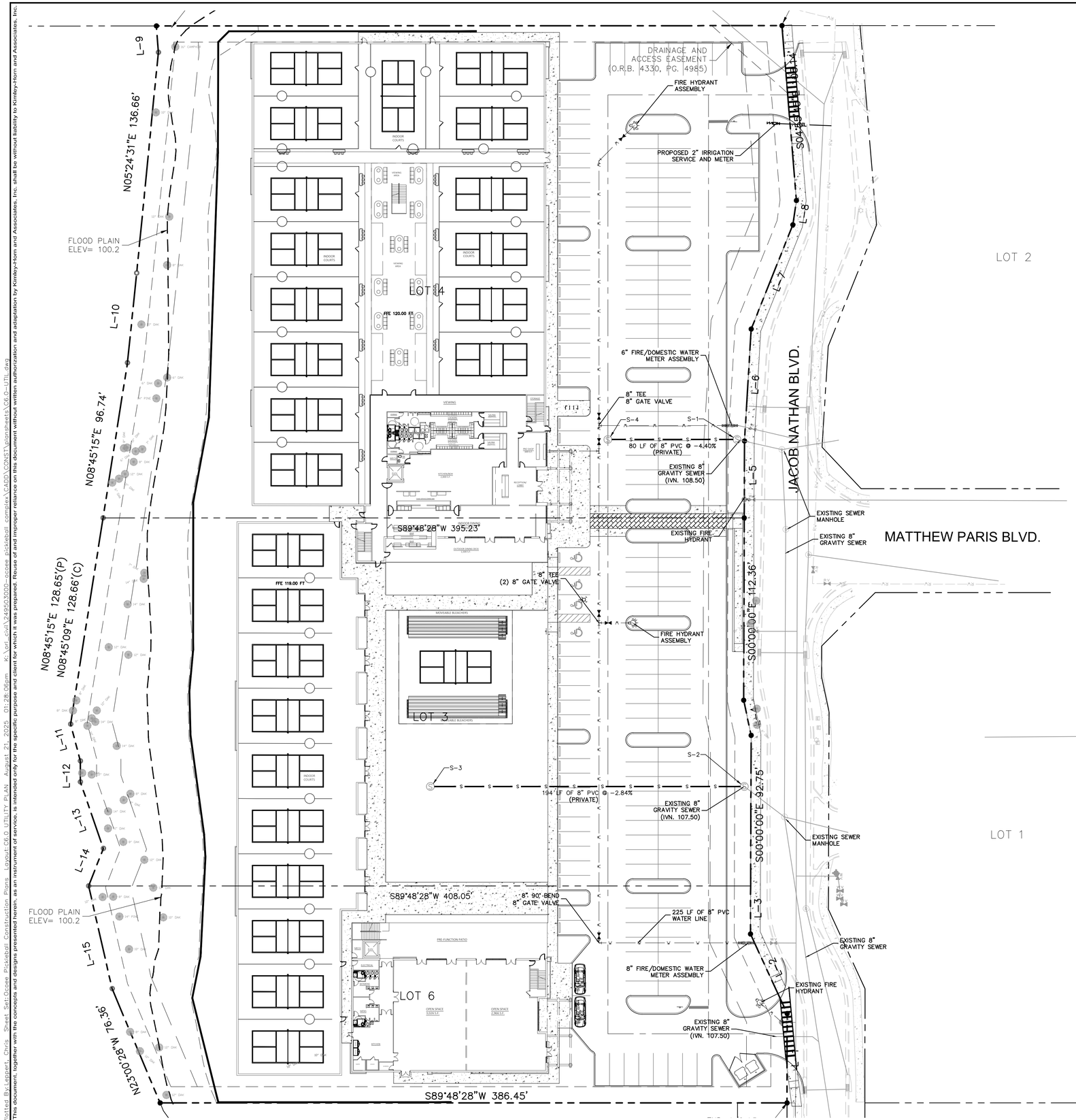
OCOCEE PICKLEBALL

CITY OF OCOEE FLORIDA

SHEET NUMBER
C5.1

Plotted By: Leppert, Chris Sheet Set: Ocoee Pickleball Construction Plans Layout: C5.1 PAVING GRADING AND DRAINAGE PLAN August 21, 2025 01:27:42pm K:\Orl_civil\249503000-ocoee pickleball complex\CAD\CONST\plmsheets\C5.0-P50.dwg
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Plotted By:Leppert, Chris Sheet Set:Ocoee Pickleball Construction Plans Layout:C6.0 UTILITY PLAN August 21, 2025 01:28:06pm K:\orl-civil\249503000-ocoee pickleball complex\CADD\CONST\Plansheets\C6.0-UTIL.dwg
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NOTES:

1. THE SIZE, LOCATION AND POINTS OF CONNECTION FOR WATER, WASTEWATER AND RECLAIMED WATER MAINS SHALL BE FINALIZED AT TIME OF CONSTRUCTION PLAN REVIEW.
2. ALL PROPOSED POLES (SIGN, TRAFFIC, LIGHT) AND PERMANENT STRUCTURES SHALL MAINTAIN A MINIMUM 10 FT HORIZONTAL SEPARATION FROM TWA MAINTAINED UTILITIES.
3. WATER SERVICES 2" AND SMALLER SHOULD HAVE A DOUBLE STRAP TAPPING SADDLE, CORP STOP, AND BLUE POLYETHYLENE TUBING.
4. PRIOR TO FIRE LINE INSTALLATION, THE FLORIDA LICENSED CONTRACTOR SHALL SUBMIT LAYOUT DESIGN DRAWINGS TO THE OFFICE OF THE FIRE MARSHAL IF REQUIRED BY FLORIDA STATUE 553.79, DRAWINGS MUST BE SIGNED AND SEALED BY A FLORIDA LICENSED PROFESSIONAL ENGINEER. THE DRAWINGS MUST SHOW ALL UNDERGROUND FIRE LINES AND COMPONENTS STARTING FROM THE POINT OF SERVICE AS DEFINED UNDER FLORIDA STATUE 633.102. THE DESIGN SHALL BE IN ACCORDANCE TO THE CURRENT FLORIDA FIRE PREVENTION CODE AND ALL ADOPTED NFPA CODES AND STANDARDS.
5. ALL VALVES SHALL BE BROUGHT TO GRADE AND INCORPORATED INTO THE ROADWAY WHERE POSSIBLE, VALVES LOCATED ALONG THE EDGE OF PAVEMENT SHALL BE SURROUNDED BY A 3' SQUARE VALVE PAD WITH A MINIMUM 12" THICKNESS, REINFORCED WITH REBAR.
6. ANY EXISTING ARV'S SHALL BE RELOCATED AS FAR FROM LANE OF TRAVEL AS POSSIBLE.
7. ALL PROPOSED POLES (SIGN, TRAFFIC, LIGHT) AND PERMANENT STRUCTURES SHALL MAINTAIN A MINIMUM 10 FT HORIZONTAL SEPARATION FROM TOHO MAINTAINED UTILITIES.
8. ALL PROPOSED LANDSCAPING SHALL MAINTAIN 5 FT HORIZONTAL SEPARATION FROM THE ROOT BALL OF TREES TO TOHO MAINTAINED UTILITIES.

NORTH

GRAPHIC SCALE IN FEET
0 15 30 60

LEGEND

- EXISTING WATER MAIN
- EXISTING OVERHEAD ELECTRIC LINE
- EXISTING SANITARY LINE
- EXISTING SANITARY MANHOLE
- EXISTING STORM INLET
- EXISTING FIRE HYDRANT
- PROPOSED WATER LINE
- PROPOSED FIRE LINE
- PROPOSED FIRE HYDRANT
- PROPOSED F.D.C.
- PROPOSED SANITARY LINE
- PROPOSED SANITARY MANHOLE
- PROPOSED STORM PIPE
- PROPOSED STORM INLET
- PROPOSED STORM MANHOLE
- EXISTING EXFILTRATION UNDER A SEPARATE PERMIT

STRUCTURE TABLE

STRUCTURE NAME:	DETAILS:
S-1 (PRIVATE)	PROPOSED SANITARY SEWER MANHOLE RIM: 123.25 INV OUT: 108.50
S-2 (PRIVATE)	PROPOSED SANITARY SEWER MANHOLE RIM: 120.94 INV OUT: 107.50
S-3 (PRIVATE)	PROPOSED SANITARY SEWER MANHOLE RIM: 119.29 INV IN: 113.00
S-4 (PRIVATE)	PROPOSED SANITARY SEWER MANHOLE RIM: 118.12 INV IN: 112.00

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No.	REVISIONS	DATE	BY

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PHONE: (407) 898-1511
WWW.KIMLEY-HORN.COM REGISTRY No. 35106

LICENSED PROFESSIONAL ENGINEER CHRISTOPHER C. LEPPERT STATE OF FLORIDA No. 93202 DATE: 8/21/2025

KHA PROJECT 249503000			
DATE	4/1/2025		
SCALE	AS SHOWN	DESIGNED BY	JDW
		DRAWN BY	JDW
		CHECKED BY	CCL

UTILITY PLAN

OCOCEE PICKLEBALL

CITY OF OCOEE FLORIDA

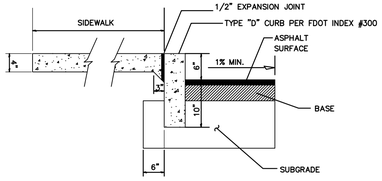
SHEET NUMBER
C6.0



NOTES:

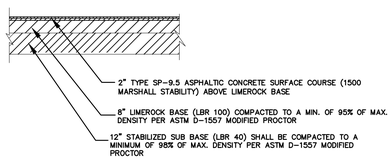
1. ALL LETTERS ARE 1" SERIES "C" PER MUTCD.
2. TOP PORTION OF SIGN SHALL HAVE REFLECTORIZED (ENGINEERING GRADE) BLUE BACKGROUND WITH WHITE REFLECTORIZED LEGEND AND BORDER.
3. BOTTOM PORTION OF SIGN SHALL HAVE A REFLECTORIZED (ENGINEERING GRADE) WHITE BACKGROUND WITH BLACK OPAQUE LEGEND AND BORDER.
4. FINE NOTIFICATION SIGN SHALL HAVE A REFLECTORIZED (ENGINEERING GRADE) WHITE BACKGROUND WITH BLACK OPAQUE LEGEND AND BORDER.
5. ONE (1) SIGN REQUIRED FOR EACH PARKING SPACE.
6. INSTALLATION HEIGHT OF SIGN SHALL BE IN ACCORDANCE WITH SECTION 24-23 OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD).

HANDICAP SIGN DETAIL
NTS

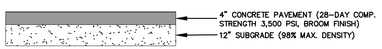


SIDEWALK INTEGRAL CURB DETAIL
NTS

STANDARD ASPHALT PAVEMENT SECTION
NOTE: NTS
INSTALLED PAVEMENT SECTIONS AND ANY SUBSTITUTIONS SHALL MEET THE RECOMMENDATIONS WITHIN THE FINAL GEOTECHNICAL ENGINEERING REPORT PREPARED BY ECS FLORIDA, LLC. (DATED JULY 16, 2019).

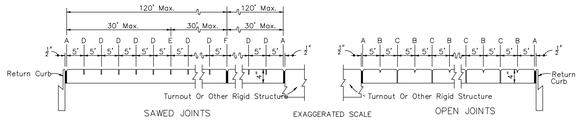


HEAVY DUTY ASPHALT PAVEMENT SECTION
NOTE: NTS
INSTALLED PAVEMENT SECTIONS AND ANY SUBSTITUTIONS SHALL MEET THE RECOMMENDATIONS WITHIN THE FINAL GEOTECHNICAL ENGINEERING REPORT PREPARED BY ECS FLORIDA, LLC. (DATED JULY 16, 2019)

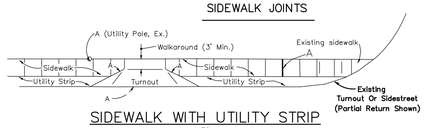


CONCRETE SIDEWALK SECTION
NTS

PAVEMENT SECTION NOTES:
1. VERIFY WITH RECOMMENDATIONS IN GEOTECHNICAL EXPLORATION BY ECS FLORIDA, LLC., DATED JULY 16, 2019.
2. COMPACTION IS % OF MODIFIED PROCTOR MAXIMUM DRY DENSITY PER AASHTO T-180
3. ASPHALTIC STRUCTURAL COURSE IS PER FDOT SECTION 334



SIDEWALK JOINTS



SIDEWALK WITH UTILITY STRIP
NTS

JOINT LEGEND
- A– ½" EXPANSION JOINTS (PREFORMED JOINT FILLER)
- B– ½" DUMMY JOINTS, TOOLED
- C– ½" FORMED OPEN JOINTS
- D– ½" SAW CUT JOINTS, ¼" DEEP (96 HOUR) MAX. 5' CENTERS
- E– ½" SAW CUT JOINTS, ¼" DEEP (12 HOUR) MAX. 30' CENTERS
- F– ½" EXPANSION JOINT WHEN RUN OF SIDEWALK EXCEEDS 120'
- G– COLD JOINT WITH BOND BREAKER, TOOLED

FOOTNOTES:
ALL 1/2" JOINTS SHALL BE CONSTRUCTED WITH PREFORMED JOINT FILLER.
* 1/8" OPEN JOINTS PLACED AT EQUAL (20' MAX.) INTERVALS FOR DRIVEWAYS OVER 20' WIDE. JOINTS IN CURB AND GUTTER TO MATCH JOINTS IN DRIVEWAYS.
◊ DRIVEWAYS (6" CONCRETE) SHALL BE OF A UNIFORM WIDTH (W) AS SHOWN ON SHT. P-1.

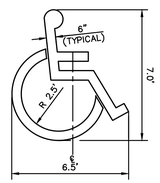
GENERAL NOTES
SIDEWALKS SHALL BE CONSTRUCTED IN ACCORDANCE WITH FDOT STANDARD SPECIFICATION NO. 522 EXCEPT FOR CURB CUT RAMP RUNS WHICH SHALL BE FINISHED IN ACCORDANCE WITH INDEX NO. 304.

BOND BREAKER MATERIAL CAN BE ANY IMPERMEABLE COATED OR SHEET MEMBRANE OR PREFORMED MATERIAL HAVING A THICKNESS OF NOT LESS THAN 6 MILS NOR MORE THAN 1/2".

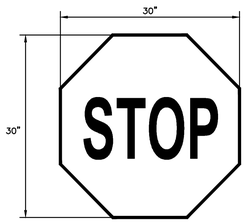
CONCRETE SIDEWALK DETAIL
NTS

NOTE: REFER TO PLAN FOR DETAILED LAYOUT AND DIMENSIONS

TYPICAL HANDICAP STRIPING
N.T.S.

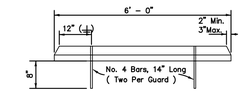


ACCESSIBLE PARKING SYMBOL
N.T.S.

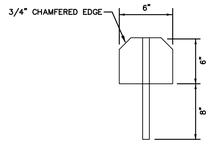


30" X 30" R1-1

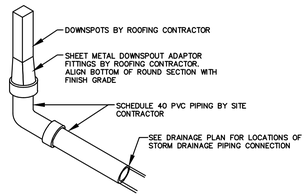
STOP SIGN
N.T.S.



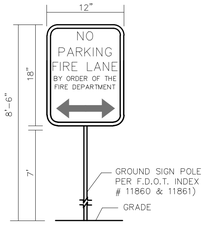
WHEEL STOP FRONT VIEW
NTS



WHEEL STOP PROFILE (TYP.)
NTS

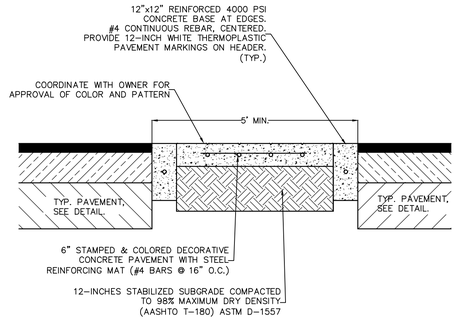


ROOF LEADER CONNECTION DETAIL
NTS

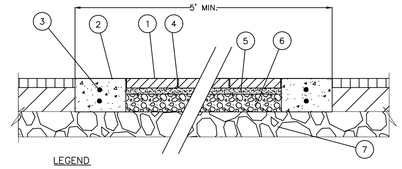


SIGN REQUIREMENTS:
1. MATERIAL: ANODIZED ALUMINUM.
2. GAUGE: 0.08 INCHES
3. SIGNS SHALL BE A WHITE BACKGROUND AND RED LETTERS.
4. SIGN SURFACE BACKGROUND: TO BE COVERED WITH WHITE REFLECTIVE TYPE MATERIAL SUCH AS "SCOTCH-LITE".

FIRE LANE SIGN DETAIL
NTS



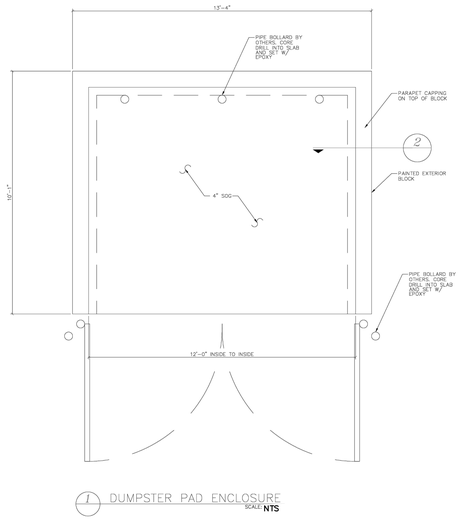
STAMPED CONCRETE DETAIL
(OPTION #1 FOR DECORATIVE CROSSWALK)



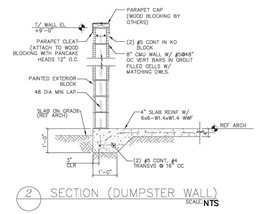
LEGEND
1. BRICK PAVING, COORDINATE WITH OWNER AND ARCHITECT FOR APPROVAL OF COLOR AND PATTERN
2. 12"x12" REINFORCED 4000 PSI CONCRETE BASE AT EDGES. CONTINUOUS REBAR AS SHOWN.
3. #4 REBAR CENTERED
4. TIGHT, SAND SWEPT JOINTS, TYP.
5. 1-1/4" SAND SETTING BED.
6. 8" LIMEROCK BASE (LBR 100) PER FDOT STANDARD SPEC. 200 & 911 COMPACTED TO A MIN. OF 98% OF MAX. DENSITY PER AASHTO T-180 MODIFIED PROCTOR.
7. 12" STABILIZED STABILIZED SUB BASE TYPE "B" (LBR 40) PER FDOT STANDARD SPEC. 160 SHALL BE COMPACTED TO A MINIMUM OF 98% OF MAX. DENSITY PER AASHTO T-180 MODIFIED PROCTOR.

BRICK PAVING DETAIL
(OPTION #2 FOR DECORATIVE CROSSWALK)

DECORATIVE PEDESTRIAN CROSSWALK DETAILS



1 DUMPSTER PAD ENCLOSURE
SCALE: NTS



2 SECTION (DUMPSTER WALL)
SCALE: NTS

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LICENSED PROFESSIONAL ENGINEER — CHRISTOPHER M. LEPPERT — P.E. No. 77247 — STATE OF FLORIDA — DATE: 4/1/2025

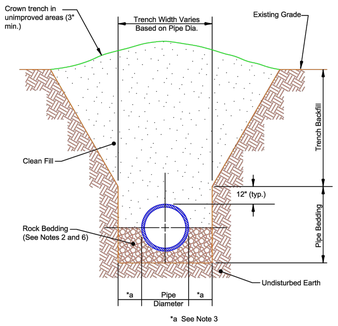
KHA PROJECT	24950.3000
DATE	4/1/2025
SCALE	AS SHOWN
DESIGNED BY	JDW
DRAWN BY	JDW
CHECKED BY	CCL

GENERAL CONSTRUCTION DETAILS

OCOCEE PICKLEBALL
CITY OF OCOEE, FLORIDA

SHEET NUMBER
C7.0

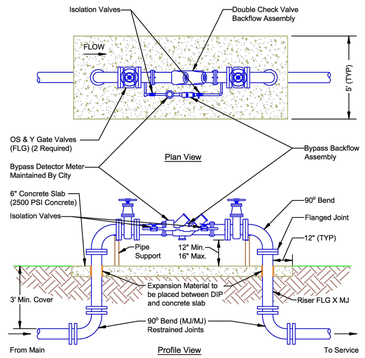
Plotted By: Leppert, Chris Sheet Set: Ocoee Pickleball Construction Plans Layout: C7.0 GENERAL CONSTRUCTION DETAILS August 21, 2025 01:28:16pm K:\orl_civil\249503000-ocoee pickleball complex\CADD\CONST\Plansheets\C7.0 - GEN. CONST DETAILS.dwg
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NOTES:

1. Pipe bedding material and trench backfill shall be select common (clean) fill compacted to 95% (98% in roadway) of the maximum density as per AASHTO T-180.
2. Contractor shall install crushed rock (or equivalent bedding material) where pipe bedding does not provide solid support (yielding or plastic). Depth of material shall be a minimum of 6", or as needed, to provide non-yielding support for the pipe. All unsuitable material shall be removed from pipe bedding unless special provisions are approved by the City.
3. Excavated trench width at pipe haunch shall be sufficient in size for haunch compaction, but shall be no greater than 15" on each side of pipe for pipes less than 24" in diameter (24" for pipes 24" in diameter or greater.)
4. Water shall not be permitted in trench line during construction.
5. Pipe line shall be installed with bell fitting facing upgrade.
6. Gravity sewer shall have a 6" minimum rock bed.

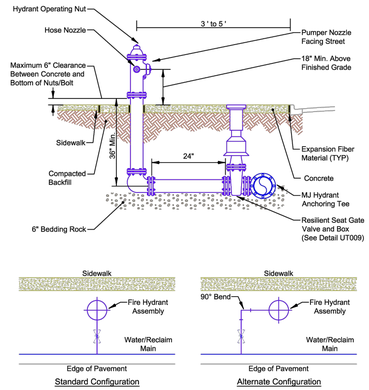
DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
UT001	Pipe Bedding and Trench
DATE: September 2019	SCALE: N/A



NOTES:

1. Backflow assembly shall be owned and maintained by the property owner.
2. The City shall own and maintain the meter.
3. Utility easement size minimum shall be 10 feet by 15 feet.
4. The contractor shall contact the inspector for exact assembly length and height above the slab required for the double detector check valve assembly to be installed by contractor. All pipe, fittings, and appurtenances shall be installed by the contractor.
5. All above ground pipe shall be flanged ductile iron.
6. Double detector check valve assembly shall be in conformance with the City's Cross Connections Manual.
7. Bypass meter piping shall be brass

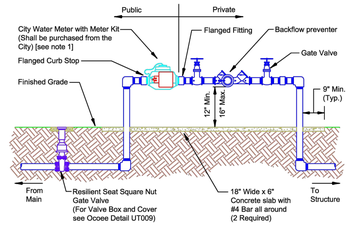
DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
UT210	Double Detector Check Valve Assembly
DATE: July 2020	SCALE: N/A



Note:

1. Hydrants shall be painted with double coat enamel paint per the following:
   - Public Potable Water - Safety Yellow Pantone 13-0630TN
   - Reclaimed Water - Purple Pantone 522 C
   - Private Fire - Cherry Red HDC-MD-16
2. Concrete shear pad shall abut between sidewalk and curb. Where sidewalk is not present, concrete shear pad shall be approx. 7.5' x 3.5' min.
3. Concrete shall be 6" thick with fibermesh and shall be fc' of 3,000 psi minimum at 28 days.
4. Any deviation from this detail shall be made known to the City for approval.

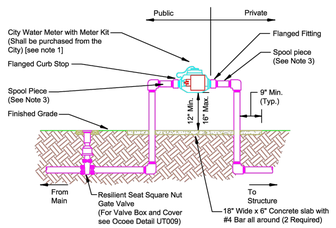
DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
UT201	Fire Hydrant Assembly
DATE: June 2021	SCALE: n/a



NOTES:

1. Contractor shall be responsible for installing City water meter matching pipe size with meter kit and shall supply and install all materials and backflow prevention device.
2. Backflow device shall be per the City's Cross Connection Control Manual.
3. All pipes, fittings, and end valves as indicated as private shall be the responsibility of the owner. All pipes and fittings indicated as public with material not indicated shall be brass or schedule 80 PVC.

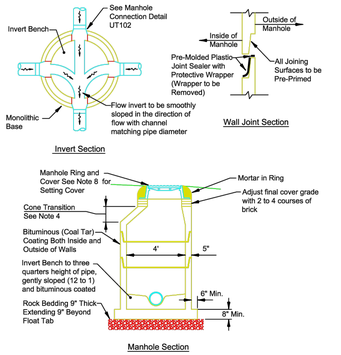
DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
UT209b	1 1/2" and Larger Commercial/Multi-Family Meter Configuration
DATE: June 2021	SCALE: N/A



NOTES:

1. Contractor shall be responsible for installing City water meter matching pipe size with meter kit and shall supply and install all materials and backflow prevention device.
2. All pipes, fittings, and end valves as indicated as private shall be the responsibility of the owner. All pipes and fittings indicated as public with material not indicated shall be brass or schedule 80 PVC.
3. Spool piece length shall be a minimum of five times the diameter of the pipe.

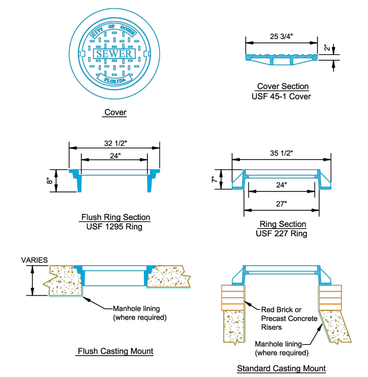
DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
UT209c	1 1/2" and Larger Commercial/Multi-Family Meter Configuration (Reclaimed Water)
DATE: June 2021	SCALE: N/A



NOTES:

1. This detail is for pre-cast standard and receiving sanitary sewer manholes.
2. Sewer main sizes connecting to the manhole shall range from 6" to 24" in diameter and not less than 2" from floor of bottom casting. All other sizes shall require separate design and approval.
3. All manholes where any invert into the manhole exceeds 18" shall require a drop connection (See detail UT102).
4. Manhole cone/ring and cover shall be eccentric configured. Cone transition shall range from 18" to 36". Concentric configuration shall require written approval by the City.
5. Receiving, forcemain connected and drop manhole shall be continuously lined with an approved liner on the City of Ocoee's Approved Materials List at a minimum of 90 mil thickness.
6. Bottom casting shall be monolithic with first riser.
7. Riser between top cone and bottom casting shall be no shorter in height than 60".
8. Manhole cover to be set 1/4" above and matching slope pavement and should be set at plan grade unpaved areas.
9. All seams from structure joints, pipe connections and ring shall be WrapidSealed.

DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
UT101	Sanitary Sewer Manhole
DATE: July 2019	SCALE: N/A



NOTES:

1. Use Ring & Covers Detail as depicted on this sheet for standard manhole applications. Refer to UT104 Large & Receiving Ring and Double Cover Detail for large (6' or greater) and receiving manholes.
2. For structures with top elevation at surface, use "Flush Structure Casting", USF 1295 Ring.
3. Brick shall be solid red (clay) brick meeting AASHTO M114 -Grade MW.
4. Red Brick or Precast Concrete Risers should not exceed four levels.
5. Manhole lid shall be Lettered with "City of Ocoee" (top), Sewer (center) and Florida (bottom).
6. Manhole lids shall have two (2) non-pentrating pick holes.
7. Where manhole lining (coating) is required, coating shall extend to ring sealing and coating ring's mortar bed.

DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
UT103	Standard Manhole Ring and Cover
DATE: April 2019	SCALE: N/A

Pipes/Mains Separation Requirement Table (See Note 11 for Structural)									
	Potable		Reclaimed		Sanitary Sewer		Storm Sewer		Structural
	Horiz.	Vert.	Horiz.	Vert.	Horiz.	Vert.	Horiz.	Vert.	Horiz.
Potable			3'	12"	10'	18"	3'	18"	10'
Reclaimed	3'	12"			3'	12"	3'	12"	10'
Sanitary Sewer	10'	18"	3'	12"			3'	12"	10'
Storm Sewer	3'	18"	3'	12"	3'	12"			10'

Joint Spacing Requirement Table (See Note 2)					
	Potable		Reclaimed	Sanitary Sewer	Storm Sewer
Potable			3'	6'	3'

NOTES:

1. The table above represents the minimum separation requirements as described in the City's Engineering Standards Manual. The most stringent requirements between the City's Standards and the guidelines set forth in the Florida Administrative Code 62-555.314 (F.A.C). shall apply between newly proposed utility lines and existing or proposed utility lines.
2. Joint spacing shall be based on one full length water main pipe centered above or below other pipes. The joint shall be no less than the required distance from the center of the crossing of the two pipes. (The water pipe shall be above the other pipe unless otherwise approved by the City.)
3. Where the City's minimum vertical and horizontal separation from potable water cannot be achieved from the outside of the potable water pipe and the outside of the other pipe/main, preferred separation in accordance with F.D.E.P. rules of the Florida Administrative Code 62-555.314 (F.A.C.) and 62-604.400 (F.A.C.) may be allowed upon approval by the City's Utilities Department.
   a. If it is not technically feasible or economically sensible to comply with the requirements set forth in 62-555.314 (F.A.C.), technical or economic justification for each exception must be submitted to F.D.E.P. with alternative construction features. Proof of F.D.E.P.'s approval for exceptions shall be submitted to the City.
4. For the purpose of this table, reclaimed water shall mean unrestricted public access reuse water as defined by F.A.C. 62-610. Other types of reclaimed water, not treated to public contact levels, shall be considered raw sewage, and the separation list for sanitary sewer shall apply.
5. Alternative water, such as storm water used for irrigation, shall be considered reclaimed water for separation requirements.
6. Pipe separation distance provided above shall mean the horizontal and/or vertical distance measured for the outside dimension of each pipe/main.
7. All Sanitary and Storm Structures shall follow separation requirements above.
8. Potable water pipes shall be laid above all pipes conveying raw sewage whenever they cross.
9. All utilities shall be installed with 36" of cover over the top of pipe. Cover shall be measured with current or future grading to ensure the 36" coverage.
10. No potable water pipe may pass through a sanitary sewer structure. Penetration through storm sewer must be approved by the City and is subject to special conditions and materials.
11. Structural shall refer to foundations, walls, etc. Additional separation shall be required by the City for construction of, including, but not limited to: live loads, multi-story commercial buildings, superstructures, embankments, retaining walls, bridges, railroads, high voltage transmission mains, gas mains, etc.

DETAIL NO.	CITY OF OCOEE CONSTRUCTION DETAILS
UT013	Pipe Separation Requirement Table
DATE: November 2022	SCALE: N/A

Always call 811 two full business days before you dig to have underground utilities located and marked.

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200 S. ORANGE AVENUE, SUITE 600, ORLANDO, FL
PHONE: (407) 898-1511
WWW.KIMLEY-HORN.COM REGISTRY No. 35106

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KHA PROJECT	249503000
DATE	4/1/2025
SCALE	AS SHOWN
DESIGNED BY	JDW
DRAWN BY	JDW
CHECKED BY	CCL

GENERAL CONSTRUCTION DETAILS

OCOEE PICKLEBALL

CITY OF OCOEE FLORIDA

SHEET NUMBER
C7.1

Plotted By:Leppert, Chris Sheet Set:Ocoee Pickleball Construction Plans Layout:C71 GENERAL CONSTRUCTION DETAILS August 21, 2025 01:26:24pm K:\Orl_civil\249503000-ocoee pickleball complex\CADD\CONST\Plansheets\C7.0 - GEN. CONST DETAILS.dwg
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NORTH

GRAPHIC SCALE IN FEET
0 15 30 60

TRACT 'A'

LOT 4

LOT 2

LOT 3

LOT 6

LOT 1

DRAINAGE AND ACCESS EASEMENT (O.R.B. 4330, PG. 4985)

FLOOD PLAIN ELEV= 100.2

FIRE HYDRANT

JACOB NATHAN BLVD.

MATTHEW PARIS BLVD.

OCFRD Platform Custom

L-9 N05°24'31"E 136.66'

L-10 N08°45'15"E 96.74'

N08°45'15"E 128.65'(P)
N08°45'09"E 128.66'(C)

L-11

L-12

L-13

L-14

L-15 N23°00'28"W 76.36'

S89°48'28"W 395.23'

S89°48'28"W 408.05'

S89°48'28"W 386.45'

S04°39'08"E 114.11'

L-8

L-7

L-6

L-5

L-4 S00°00'00"E 112.36'

L-3 S00°00'00"E 92.75'

L-2

L-1

47.02
8.08
22.29

PAP100A (TOWER 72) – OSCEOLA COUNTY
feet
Width : 8.00
Track : 6.91
Lock to Lock Time : 6.0
Steering Angle : 48.0

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Sunshine811.com

No.	REVISIONS	DATE	BY

Kimley»Horn

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LICENSED PROFESSIONAL ENGINEER
CHRISTOPHER J. LEPPERT
LICENSE NUMBER 87918
STATE OF FLORIDA
CHRISTOPHER J. LEPPERT, P.E.
PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.
DATE:

KHA PROJECT	249503000
DATE	4/1/2025
SCALE	AS SHOWN
DESIGNED BY	JDW
DRAWN BY	JDW
CHECKED BY	CCL

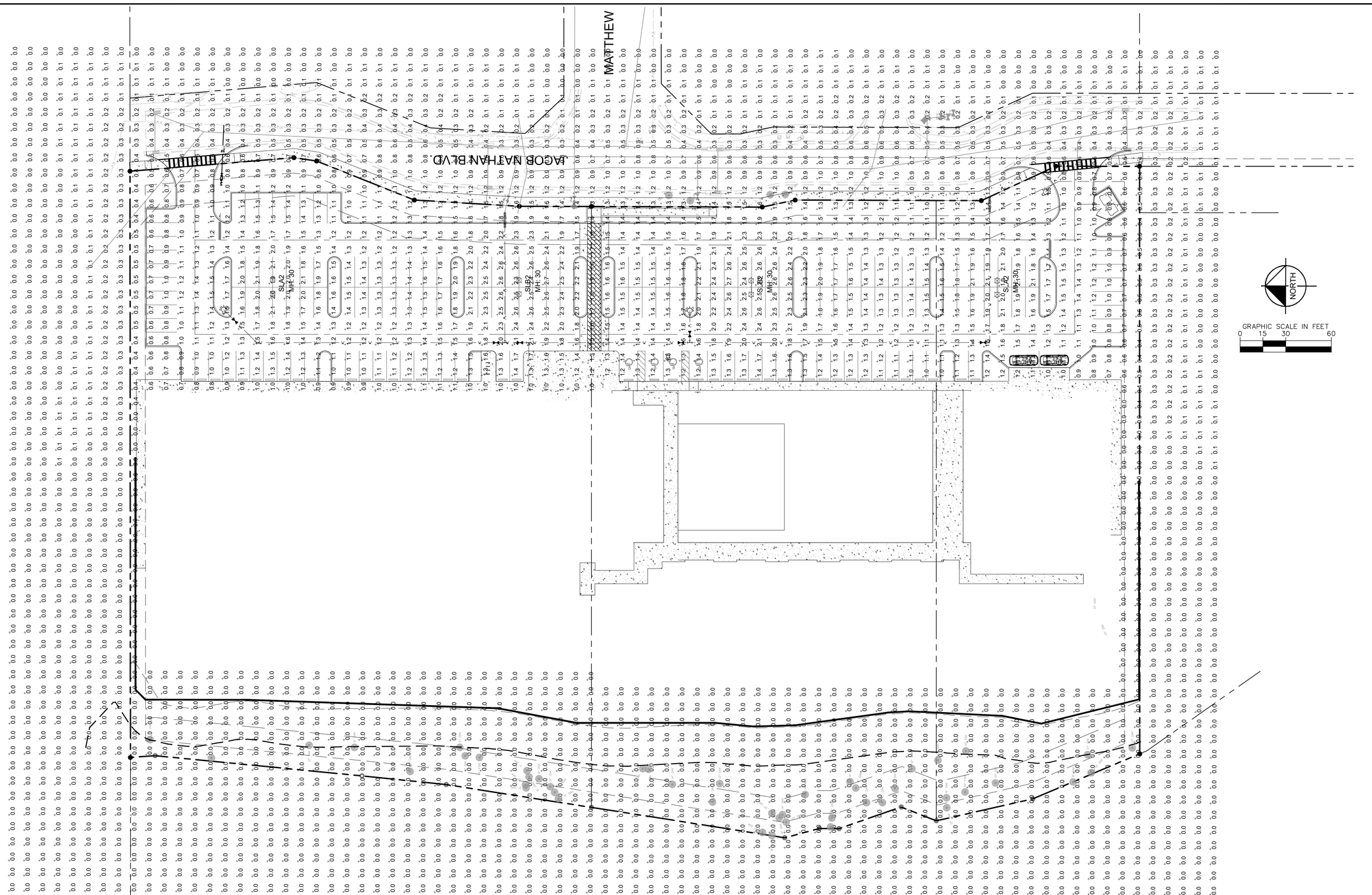
FIRE TRUCK ROUTING PLAN

OCOCEE PICKLEBALL

CITY OF OCOEE FLORIDA

SHEET NUMBER
C8.0

Plotted By:Leppert, Chris Sheet Set:Ocoee Pickleball Construction Plans Layout:C9.0 LIGHTING PLAN August 21, 2025 01:28:56pm K:\orl_civil\249503000-ocoee pickleball complex\CAD\CONST\planSheets\C9.0-C9.1-LIGHTING.dwg
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Landreth Lighting Luminaire Schedule

Symbol	[MANUFAC]	Qty	Label	Arrangement	Description	LLF	Lum. Watts	Lum. Lumens	BUG Rating
	Lithonia Lighting	2	SLA2	Back-Back	DSX0 LED P7 40K 70CRI T5W MVOLT RPA NLTAIR2 PIRH FINISH TBD; MOUNTED @ 30' AFG ON A ROUND TAPERED DIRECT BURY ALUMINUM POLE	1.000	170.81	21557	B5-U0-G3
	Lithonia Lighting	2	SLB2	Back-Back	DSX0 LED P7 40K 70CRI T5M MVOLT RPA NLTAIR2 PIRH FINISH TBD; MOUNTED @ 30' AFG ON A ROUND TAPERED DIRECT BURY ALUMINUM POLE	1.000	170.81	21214	B5-U0-G3

Landreth Lighting Calculation Summary

Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
Property Boundary	Illuminance	Fc	0.1	0.5	0.0	N.A.	N.A.
Parking Lot	Illuminance	Fc	1.5	2.7	0.6	2.6	4.5

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No.	REVISIONS	DATE	BY

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PHONE: (407) 898-1511
WWW.KIMLEY-HORN.COM REGISTRY No. 35106

LICENSED PROFESSIONAL ENGINEER
CHRISTOPHER LEPPERT, P.E.
No. 90200
STATE OF FLORIDA
DATE: 02/07/2025

KHA PROJECT	249503000
DATE	02/07/2025
SCALE	AS SHOWN
DESIGNED BY	####
DRAWN BY	####
CHECKED BY	####

OCOEE PICKLEBALL

CITY OF GROVELAND FLORIDA

LIGHTING PLAN

SHEET NUMBER
C9.0



D-Series Size 0
LED Area Luminaire

Catalog Number

Notes:

Type

Fill in the fields and resave your file page to see all interactive elements.

Specifications

EPA: 0.44 ft² (0.04 m²)

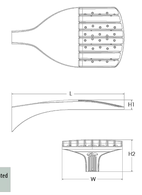
Length: 26.18" (66.5 cm)

Width: 14.06" (35.7 cm)

Height H1: 2.26" (5.7 cm)

Height H2: 7.46" (18.9 cm)

Weight: 23 lbs (10.4 kg)



Design Select options indicated by this color background.

Introduction

The modern styling of the D-Series features a highly refined aesthetic that blends seamlessly with its environment. The D-Series offers the benefits of the latest in LED technology into a high performance, high efficacy, long-life luminaire.

The photometric performance results in sites with excellent uniformity, greater pole spacing and lower power density. D-Series outstanding photometry aids in reducing the number of poles required in area lighting applications, with typical energy savings of 70% and expected service life of over 100,000 hours.

design select

Items marked by a shaded background qualify for the Design Select program and ship in 15 days or less. To learn more about Design Select, visit www.acuitybrands.com/designselect. *See ordering tree for details

Ordering Information

EXAMPLE: DSX0 LED P6 40K 70CRI T3M MVOLT SPA NLTAIR2 PIRHN DDBXD

DSX0 LED

Series	LEDs	Color temperature[2]	Color Rendering Index[3]	Distribution	Voltage	Mounting
DSX0 LED	**Forward optics** P1 P5 P2 P6 P3 P7 P4 **Rotated optics**[10] P10[1] P12[1] P11[1] P13[1]	(this section 70CRI only) 30K 3000K 40K 4000K 50K 5000K (this section 80CRI only, extended lead times apply) 27K 2700K 30K 3000K 35K 3500K 40K 4000K 50K 5000K	70CRI 70CRI 70CRI 80CRI 80CRI 80CRI 80CRI 80CRI	AFR Automotive front row T1S Type I short T2M Type II medium T3M Type III medium T3LG Type III low glare[2] T4M Type IV medium T4LG Type IV low glare[2] TFTM Forward throw medium T5M Type V medium T5LG Type V low glare T5W Type V wide BLC3 Type III backlight control[2] BLC4 Type IV backlight control[2] LCCO Left corner cutoff[2] RCCO Right corner cutoff[2]	MVOLT (120V-277V)[4] HVOLT (347V-480V)[5,6] XVOLT (277V-480V)[7,8] 120[9,24] 208[9,24] 240[9,24] 277[9,24] 347[9,24] 480[9,24]	**Shipped included** SPA Square pole mounting (4ft drilling, 3.5" min. SQ pole) SPA5 Square pole mounting (#5 drilling, 3" min. SQ pole)[2] RPA5 Round pole mounting (#5 drilling, 3" min. RND pole)[2] SPABN Square narrow pole mounting (#8 drilling, 3" min. SQ pole) WBA Wall bracket[11] MA Mast arm adapter (mounts on 2 3/8" OD horizontal tenon)

Control options		Other options		Finish (required)	
Shipped installed		**Shipped installed**		DDBXD	Dark Bronze
NLTAIR2 PIRHN	nLight AIR gen 2 enabled with bi-level motion / ambient sensor, 8-40' mounting height, ambient sensor enabled at 2fc.[12,13,18,19]	HS	Houseside shield (black finish standard)[20]	DBLXD	Black
PIR	High/low, motion/ambient sensor, 8-40' mounting height, ambient sensor enabled at 2fc.[12,18,19]	L90	Left rotated optics[1]	DNAXD	Natural Aluminum
PER	NEMA twist-lock receptacle only (controls ordered separately)[14]	R90	Right rotated optics[1]	DWHXD	White
PERS	Five-pin receptacle only (controls ordered separately)[14,15]	CCE	Coastal Construction[21]	DDBTXD	Textured dark bronze
PER7	Seven-pin receptacle only (controls ordered separately)[14,16]	HA	50°C ambient operation[22]	DBLBXD	Textured black
FAO	Field adjustable output[12,19]	BAA	Buy America(n) Act and/or Build America Buy America Qualified	DNATXD	Textured natural aluminum
BL30	Bi-level switched dimming, 30%[16,19]	SF	Single fuse (120, 277, 347V)[24]	DWHGXD	Textured white
BL50	Bi-level switched dimming, 50%[16,19]	DF	Double fuse (208, 240, 480V)[24]		
DMG	0-10v dimming wires pulled outside fixture (for use with an external control, ordered separately)[17]	**Shipped separately**			
		EGSR	External Glare Shield (reversible, field install required, matches housing finish)		
		BSDB	Bird Spikes (field install required)		

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Ordering Information

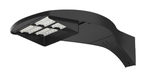
Accessories

Ordered and shipped separately.

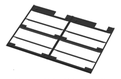
DLL127F 1.5 JU	Photocell - SSL twist-lock (120-277V)[23]
DLL347F 1.5 CUL JU	Photocell - SSL twist-lock (347V)[23]
DLL480F 1.5 CUL JU	Photocell - SSL twist-lock (480V)[23]
DSHORT SBK	Shorting cap[23]
DSX0HS P4	House-side shield (ontor package number P1-7, P10-13 in place of P)
DSX0FB (FINISH)	Round pole adapter (#5 drilling, specify finish)
DSX0FBSQ (FINISH)	Round pole adapter (#5 drilling (specify finish)
DSX0FBS (FINISH)	Square pole adapter (#5 drilling (specify finish)
DSX0EGSR (FINISH)	External glare shield (specify finish)
DSX0BSDB (FINISH)	Bird spike deterrent bracket (specify finish)

NOTES
1. Rotated optics available with packages P10, P11, P12 and P13. Must be combined with option L90 or R90.
2. 30K, 40K, and 50K available in 70CRI and 80CRI. 27K and 35K only available with 80CRI. Contact Technical Support for other possible combinations.
3. T3LG, T4LG, BLC3, BLC4, LCCO, RCCO not available with option HS.
4. MVOLT driver operates on any line voltage from 120-277V (50/60 Hz).
5. HVOLT driver operates on any line voltage between 347-480V (50/60 Hz).
6. HVOLT operates with any voltage between 347V and 480V when ordered with option NLTAIR2 PIRHN or option PIR.
7. XVOLT operates with any voltage between 277V and 480V (50/60 Hz).
8. XVOLT not available in packages P1, P2 or P10. XVOLT not available with fusing (SF or DF).
9. SPA5 and RPA5 for use with #5 drilling only (Not for use with #8 drilling).
10. WBA cannot be combined with Type 5 distributions plus photocell (PER).
11. WBA and MA ship separately. Must be ordered together. Requires Edge-Lit Air-2.
12. NLTAIR2 PIRHN not available with other sensor options in table (PIR, PER, PERS, PER7, FAO, BL30, BL50 and DMG). NLTAIR2 PIRHN not available with P1, P2 and P10 using MVOLT. NLTAIR2 PIRHN not available with P1, P2 and P10 using XVOLT. NLTAIR2 PIRHN not available with P1 using MVOLT.
13. PIR not available with NLTAIR2, PER, PERS, PER7, FAO, BL30, BL50 and DMG. PIR not available with P1, P2 and P10 using HVOLT. PIR not available with P1, P2 and P10 using XVOLT. PIR not available with P1 using MVOLT.
14. PER/PERS/PER7 not available with NLTAIR2, PIR, BL30, BL50. Photocell ordered and shipped as a separate line item from Acuity Brands Controls. See Accessories information.
15. PERS not available with 347V. Cap included.
16. FAO not available with dimming control options NLTAIR2 PIRHN, PIR, PER, PERS, PER7, BL30, BL50, or DMG.
17. BL30 and BL50 are not available with NLTAIR2 PIRHN, PIR, PER, PERS, PER7, FAO and DMG. BL30 or BL50 must specify 120 or 277V.
18. DMG not available with NLTAIR2 PIRHN, PIR, PER, PERS, PER7, BL30, BL50 and FAO.
19. Reference Motion Sensor Default Settings table on page 4 to see functionality.
20. Reference Controls Options table on page 4.
21. Not available with options T1S, T2M, T3LG, BLC4, LCCO and RCCO distribution. Also available as a separate accessory; see Accessories information.
22. CCE option not available with Option R6 and EGSR. Contact Technical Support for availability.
23. Option HA not available with performance packages P6, P7, P12 and P13.
24. Requires luminaire to be specified with PER, PERS or PER7 option. See Controls Table on page 4.
25. Single fuse (SF) requires 120V, 277V, or 347V. Double fuse (DF) requires 208V, 240V or 480V. XVOLT not available with fusing (SF or DF).

Shield Accessories



External Glare Shield (EGSR)

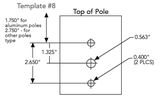


House Side Shield (HS)

Drilling

HANDHOLE ORIENTATION
(from top of pole)





Tenon Mounting Slipfitter

Tenon O.D.	Mounting	Single Unit	2 @ 180	2 @ 90	3 @ 90	3 @ 120	4 @ 90
2-3/8"	RPA	AS3-5 190	AS3-5 280	AS3-5 290	AS3-5 390	AS3-5 320	AS3-5 490
2-7/8"	RPA	AST25-190	AST25-280	AST25-290	AST25-390	AST25-320	AST25-490
4"	RPA	AST35-190	AST35-280	AST35-290	AST35-390	AST35-320	AST35-490

Mounting Option	Drilling Template	Single	2 @ 180	2 @ 90	3 @ 90	3 @ 120	4 @ 90
Head Location		Side B	Side B & D	Side B & C	Side B, C & D	Round Pole Only	Side A, B, C & D
Drill Nomenclature	#8	DM19AS	DM28AS	DM29AS	DM39AS	DM32AS	DM49AS
Maximum Acceptable Outside Pole Dimension							
SPA	#8	3.5"	3.5"	3.5"	3.5"		3.5"
RPA	#8	3"	3"	3"	3"	3"	3"
SPA5	#5	3"	3"	3"	3"		3"
RPA5	#5	3"	3"	3"	3"	3"	3"
SPABN	#8	3"	3"	3"	3"		3"

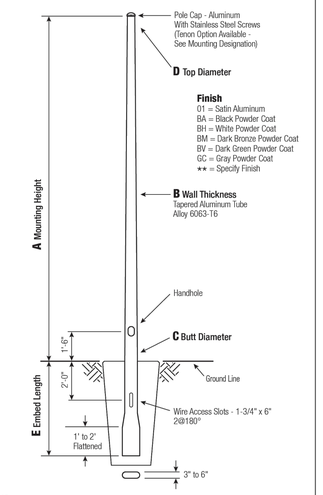
DSX0 Area Luminaire - EPA

*Includes luminaire and integral mounting arm. Other tenons, arms, brackets or other accessories are not included in this EPA data.

Fixture Quantity & Mounting Configuration	Single DM19	2 @ 180 DM28	2 @ 90 DM29	3 @ 90 DM39	3 @ 120 DM32	4 @ 90 DM49
Mounting Type						
DSX0 with SPA	0.44	0.88	0.96	1.18	---	1.76
DSX0 with SPA5, SPABN	0.51	1.02	1.06	1.26	---	1.29
DSX0 with RPA, RPA5	0.51	1.02	1.06	1.26	1.24	1.29
DSX0 with MA	0.64	1.28	1.24	1.67	1.70	1.93

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RTA
Round Tapered Aluminum Pole
No Arm — Direct Buried



WARNING: *Do not install light pole without luminaire.*

Satin Aluminum or Powder Coated Finish per Customer Specification.

A Mtg. Hgt.	B Wall Thickness	C Butt Diameter	Total Lbs. Weight	Maximum EPA 90	100	110	120	130	Old Cat. Number	Catalog Number
30	0.188"	7	100	13.8	10.2	9.2	7.4	6.0	50-125	RTA30D7BE-**

C Butt Dia.	D Top Dia.	E Embed
7	4.5	5'

C and D Dimensions in Inches

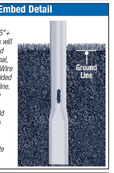
Customer Name:	
Project:	Location:
Notes:	Quantity:

RTA30D7BE - [ ]
CATALOG NUMBER — FINISH

Pole
The pole shaft will be constructed of seamless extruded tube of 6063 Aluminum Alloy per the requirements of ASTM B221. The shaft assembly shall be full-length heat treated to produce a T6 temper.

Handhole
Reinforced, 4" x 6" curved Cast Aluminum Frame (Alloy 356-T6) with Aluminum Door and two (2) SS Hex Head Screws. Reinforced Frame will contain a tapped 3/8"-16NC Grounding Provision.

Embed Detail
Direct Buried Pole bottom section on 6"+ butt diameter poles will be partially flattened into an anti-rotational, oval cross section. Wire access will be provided 24" below ground line. Soil conditions vary by site. Foundation requirements should be determined by a qualified Structural Engineer with knowledge of jobsite soil conditions.

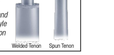


Vibration Damper
When determined necessary by Hapco, a Vibration Damper will be factory-installed inside the pole shaft. Customer specification of the damper is available.

Mounting Designation

***Side Drill Mount** - For Side Drill Mount applications specify luminaire type, quantity and orientation. A luminaire drilling template must be supplied at time of order.*

***Tenon Mount - Welded or Spun** For Tenon Mount applications specify both Tenon diameter (2.375", 2.875", 3.5", etc.) and length (5", 4", etc.). Tenon style is factory option. Welded Tenon can be specified.*



EPA Notes: *Effective Projected Area (EPA) in square feet. EPA's calculated using wind velocity (mph) indicated in accordance with 2009 AASHTO LTS-5 using a 25 year design life. Maximum EPA is based on the luminaire weight shown. Increased luminaire weight may reduce the maximum EPA. If weight is exceeded, or if other design life or code is required, please consult the factory.*

hapco pole products
26252 Hillman Highway
Abingdon, VA 24210
800.368.7171
www.hapco.com

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No.	REVISIONS	DATE	BY

LICENSED PROFESSIONAL ENGINEER — CHRISTOPHER LEPPERT, P.E. — No. 90200 — STATE OF FLORIDA — PROFESSIONAL ENGINEER — DATE: 02/07/2025

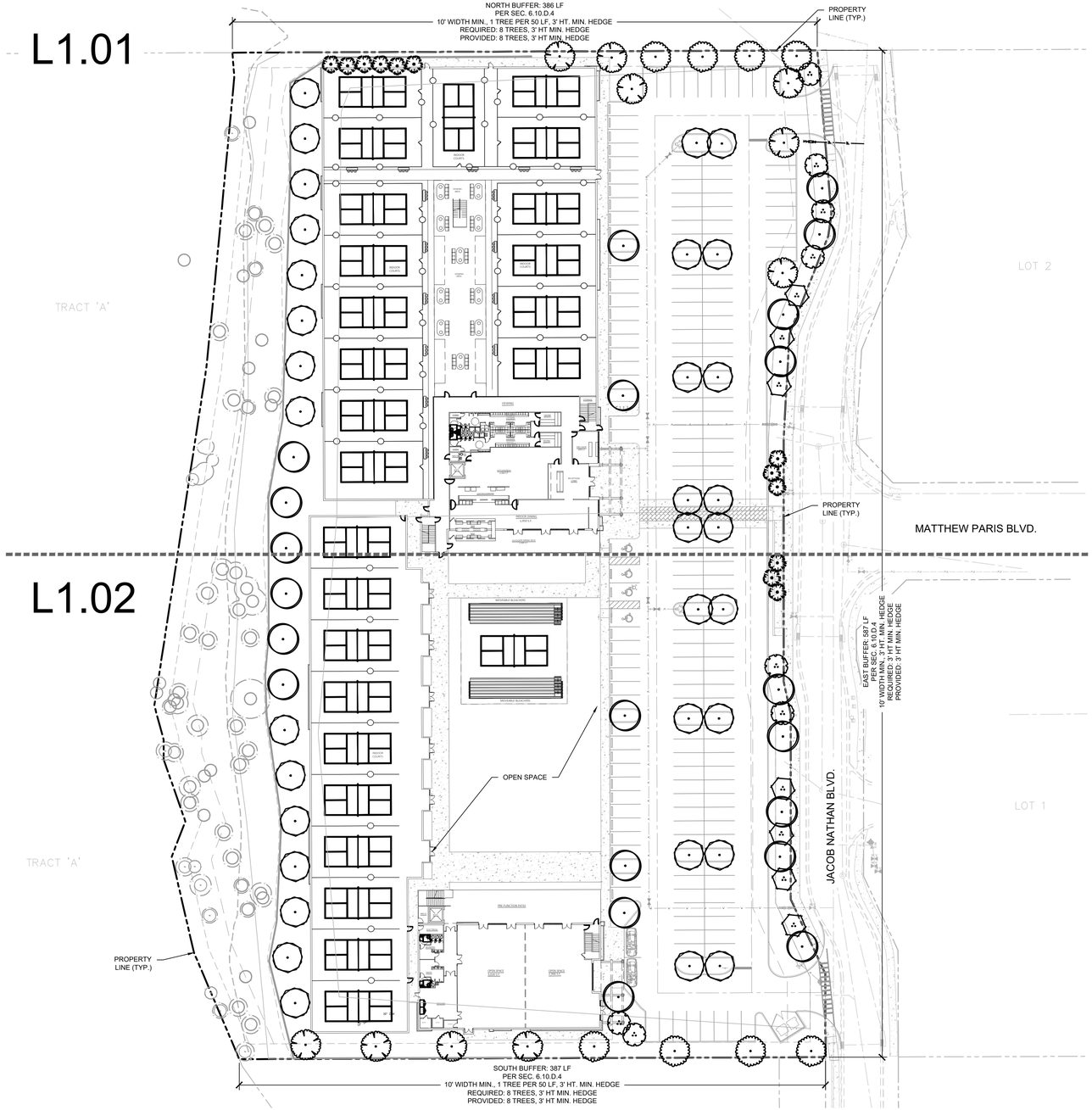
KHA PROJECT 249503000			
DATE	02/07/2025		
SCALE	AS SHOWN		
DESIGNED BY	###	DRAWN BY	###
CHECKED BY	###		

LIGHTING DETAILS

OCOCEE PICKLEBALL — FLORIDA
CITY OF GROVELAND

SHEET NUMBER
C9.1

Plotted By:Leppert, Chris Sheet Set:Ococee Pickleball Construction Plans Layout:C9.1 LIGHTING DETAILS August 21, 2025 01:28:57pm K:\orl-civil\249503000-ococee pickleball complex\CADD\CONST\plansheets\C9.0-C9.1-LIGHTING.dwg
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UNDERSTORY TREES							
	IC	7	DAHOON HOLLY STRAIGHT, SINGLE LEADER, FL #1	ILEX CASSINE	FG	2.5" CAL MIN	8' HT., 4' SPR.
	MC	9	WAX MYRTLE MULTI-LEADER, 3-TRUNK MIN, FL #1	MYRICA CERIFERA	FG	2.5" CAL MIN	8' HT., 4' SPR.
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	ZF	127	FLORIDA COONTIE FULL	ZAMIA FLORIDANA	3 GAL	24" HT.	24" OC

MISC.	QTY	BOTANICAL/COMMON NAME	SPECIFICATIONS
MULCH	TBD	DESIGNER BROWN HARDWOOD MULCH	3" DEPTH MINIMUM, SHREDDED, FREE OF WEEDS/INVASIVE PLANT MATERIAL

LANDSCAPE NOTES:

1. ALL LANDSCAPE MATERIAL TO BE FLORIDA GRADE #1 OR BETTER QUALITY
2. ALL LANDSCAPED AREAS ARE TO RECEIVE A MINIMUM OF 4" OF TOPSOIL.
3. ALL PLANT MATERIAL SHALL BE HEALTHY, VIGOROUS, AND FREE OF PESTS AND DISEASE.
4. ALL MATERIALS ARE SUBJECT TO THE APPROVAL OF THE LANDSCAPE ARCHITECT BEFORE, DURING, AND AFTER INSTALLATION.
5. ALL TREES MUST BE GUYED OR STAKED AS SHOWN IN THE DETAILS.
6. ALL PLANTING AREAS SHALL BE COMPLETELY MULCHED AS SPECIFIED.
7. PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING ALL UNDERGROUND UTILITIES AND SHALL AVOID DAMAGE TO ALL UTILITIES DURING THE COURSE OF THE WORK. LOCATIONS OF EXISTING BURIED UTILITY LINES SHOWN ON THE PLANS ARE BASED UPON BEST AVAILABLE INFORMATION AND ARE TO BE CONSIDERED APPROXIMATE. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR 1) TO VERIFY THE LOCATIONS OF UTILITY LINES ADJACENT TO THE WORK AREA 2) TO PROTECT ALL UTILITY LINES DURING THE CONSTRUCTION PERIOD 3) TO REPAIR ANY AND ALL DAMAGE TO UTILITIES, STRUCTURES, SITE APPURTENANCES, ETC. WHICH OCCURS AS A RESULT OF THE CONSTRUCTION.
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL QUANTITIES SHOWN ON THESE PLANS BEFORE PRICING THE WORK.
9. CONTRACTOR SHALL BE RESPONSIBLE FOR DELIVERY SCHEDULE AND PROTECTION BETWEEN DELIVERY AND PLANTING TO MAINTAIN HEALTHY PLANT CONDITIONS.
10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR FULLY MAINTAINING (INCLUDING BUT NOT LIMITED TO: WATERING, SPRAYING, MULCHING, FERTILIZING, ETC.) ALL OF THE PLANT MATERIALS AND LAWN FOR THE WARRANTY PERIOD.
11. ANY PLANT MATERIAL WHICH IS DISEASED, DISTRESSED, DEAD, OR REJECTED (PRIOR TO SUBSTANTIAL COMPLETION) SHALL BE PROMPTLY REMOVED FROM THE SITE AND REPLACED WITH MATERIAL OF THE SAME SPECIES, QUANTITY, AND SIZE AND MEETING ALL PLANT LIST SPECIFICATIONS.
12. THE CONTRACTOR SHALL COMPLETELY GUARANTEE ALL PLANT MATERIAL FOR WARRANTY PERIOD. THE CONTRACTOR SHALL PROMPTLY MAKE ALL REPLACEMENTS DURING THE NORMAL PLANTING SEASON.
13. STANDARDS SET FORTH IN "AMERICAN STANDARD FOR NURSERY STOCK" REPRESENT GUIDELINE SPECIFICATIONS ONLY AND SHALL CONSTITUTE MINIMUM QUALITY REQUIREMENTS FOR PLANT MATERIAL.
14. ALL LANDSCAPING SHALL BE INSTALLED ACCORDING TO SOUND NURSERY PRACTICES, AND SHALL BE FLORIDA NO. 1 OR BETTER AS GIVEN IN "GRADES AND STANDARDS FOR NURSERY PLANTS, PARTS I AND II," STATE OF FLORIDA, DEPARTMENT OF AGRICULTURE.
15. ALL INVASIVE / EXOTIC SPECIES AND PROHIBITED TREE SPECIES SHALL BE REMOVED FROM SITE, INCLUDING ROOT BALLS TO THE EXTENT POSSIBLE WITH NO DAMAGE TO ADJACENT EXISTING TREES.
16. ALL LANDSCAPE AREAS WILL BE PROVIDED WITH PERMANENT AUTOMATIC IRRIGATION SYSTEM.
17. TREE SUPPORT MATERIALS ARE TO BE REMOVED FROM EACH TREE ONCE IT IS "ESTABLISHED" (AS APPROVED BY THE LANDSCAPE ARCHITECT).
18. ALL PLANT SPECIFICATIONS IN THE PLANT SCHEDULE SHALL BE CONSIDERED THE MINIMUM ALLOWABLE SPECIFICATIONS. CONTRACTOR SHALL PROCURE PLANT MATERIALS AND UPSIZE AS NECESSARY TO MEET THE MOST STRINGENT SPECIFICATION.
19. ALL PLANTED LANDSCAPE AREAS TO HAVE 3" DEEP DESIGNER BROWN HARDWOOD MULCH TO FULLY COVER DRIP IRRIGATION & AMENDED SOILS. REPAIR AS NEEDED DURING CONSTRUCTION. SUBMIT ALTERNATIVE MULCH SPECIFICATION FOR LANDSCAPE ARCHITECT APPROVAL.

LANDSCAPE CALCULATIONS

PER "CITY OF OCOEE" LAND DEVELOPMENT CODE

	REQUIRED	PROVIDED
LANDSCAPE BUFFER ADJACENT TO PUBLIC R-O-W 10' MIN. WIDTH, MIN. 3' HEIGHT HEDGE ADJACENT TO OTHER PROPERTIES 10' MIN. WIDTH, MIN. 3' HEIGHT HEDGE, 1 TREE PER 50 LF *SECTION 06.10.D.3*	**EAST BUFFER: 587 LF** 10' MIN. WIDTH, MIN. 3' HEIGHT HEDGE **NORTH BUFFER: 387 LF** 10' MIN. WIDTH, 8 TREES, 3' MIN. HEDGE **SOUTH BUFFER: 387 LF** 10' MIN. WIDTH, 8 TREES, 3' MIN. HEDGE	**EAST BUFFER: 587 LF** 10' MIN. WIDTH, MIN. 3' HEIGHT HEDGE, **NORTH BUFFER: 387 LF** 10' MIN. WIDTH, 8 TREES, 3' MIN. HEDGE **SOUTH BUFFER: 387 LF** 10' MIN. WIDTH, 8 TREES, 3' MIN. HEDGE
NATIVE PLANT CALCULATIONS 40% OF TOTAL NUMBER OF INDIVIDUAL PLANTS FROM EACH CATEGORY TO BE SELECTED FROM LIST OF NATIVE SPECIES *SECTION 06.10.G.1*	TREES: 102 TOTAL 102 X 40% = 41 REQUIRED SHRUBS: 1,080 TOTAL 1,080 X 40% = 432 REQUIRED GROUNDCOVERS: 2,071 TOTAL 2,071 X 40% = 828 REQUIRED	TREES: 102 NATIVE TOTAL (100%) SHRUBS: 1,080 NATIVE TOTAL (44%) GROUNDCOVERS: 2,071 NATIVE TOTAL (51%)
VUA LANDSCAPE 1 SHADE TREE PER ISLAND 5 SHRUBS PER ISLAND *SECTION 06.10.D.1 06.10.D.6*	23 LANDSCAPE ISLANDS X 1 TREE = 23 TREES REQUIRED 5 SHRUBS X 23 ISLANDS = 115 SHRUBS REQUIRED	32 ISLAND TREES +115 SHRUBS

NORTH

GRAPHIC SCALE IN FEET
0 20 40 80

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No.	REVISIONS	DATE	BY

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LICENSED PROFESSIONAL
DATE: 8/22/2025

KHA PROJECT	249503000
DATE	01/22/2024
SCALE	AS SHOWN
DESIGNED BY	KHA
DRAWN BY	RYP
CHECKED BY	ASIL

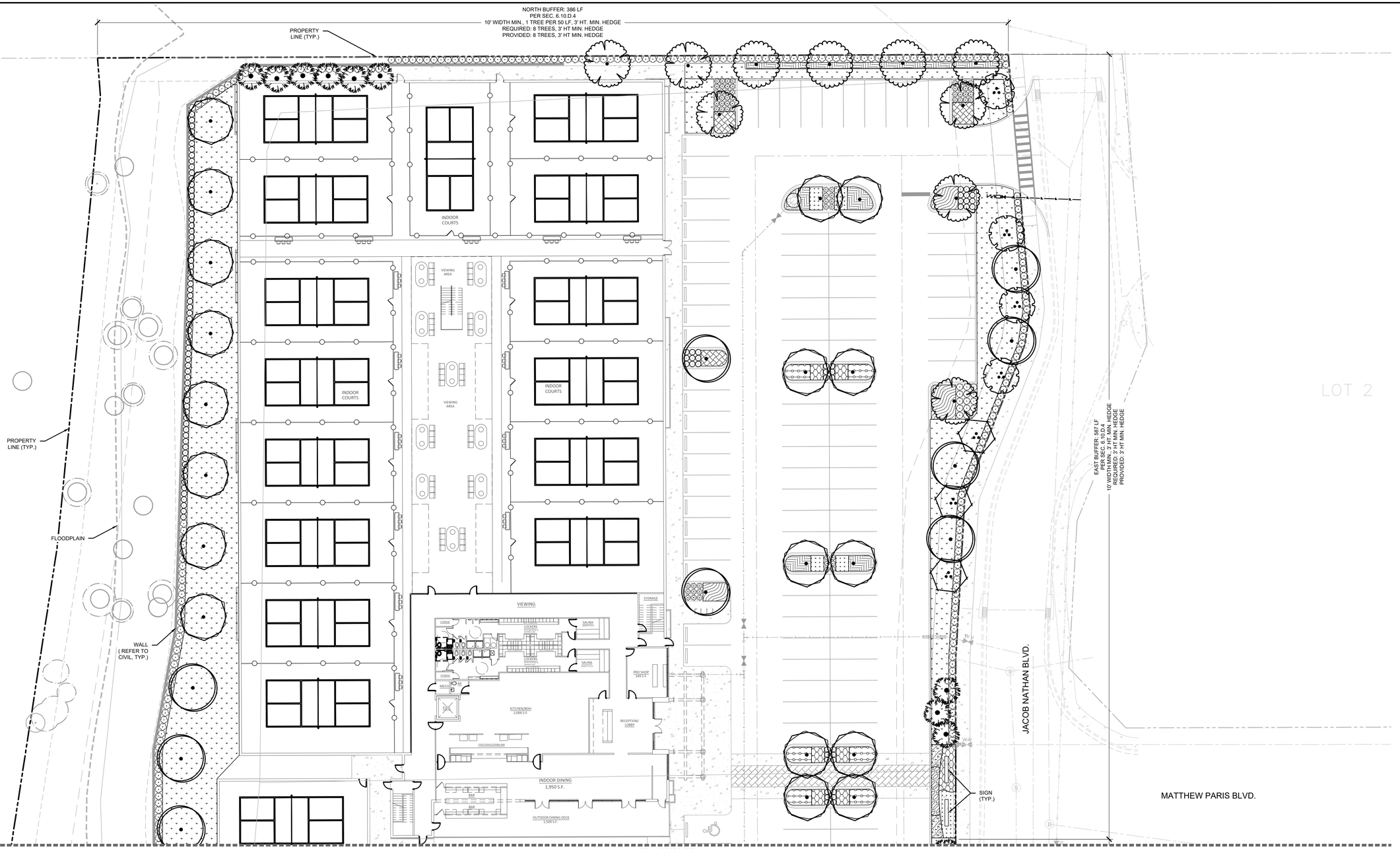
OVERALL LANDSCAPE PLAN

OCOEE PICKLE BALL MASS GRADING

CITY OF OCOEE FLORIDA

SHEET NUMBER
L1.00

Plotted By:Leppert, Chris Sheet Set:Ocoee Pickleball Construction Plans Layout:L1.00 August 22, 2025 11:04:16am K:\Orl_civil\249503000-ocoee pickleball complex\CADD\CONST\plotsheets\L1.00_LANDSCAPE PLAN.dwg
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3" DEPTH MINIMUM, SHREDDED, FREE OF WEEDS/INVASIVE PLANT MATERIAL

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LICENSED PROFESSIONAL
DATE: 8/22/2025

KHA PROJECT 249503000
DATE 01/22/2024
SCALE AS SHOWN
DESIGNED BY KHA
DRAWN BY RYP
CHECKED BY ASIL

LANDSCAPE PLAN

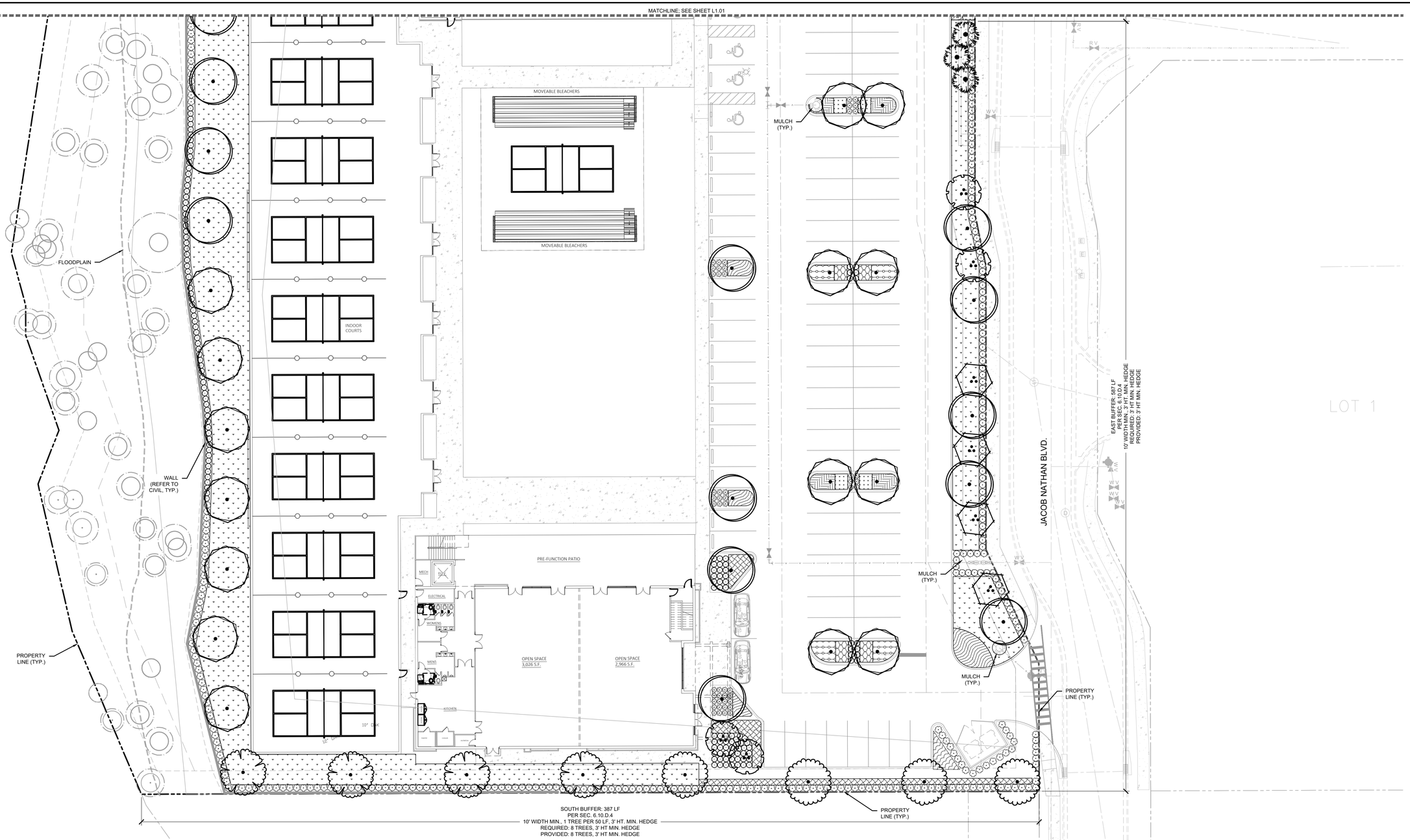
OCOEE PICKLE BALL MASS GRADING

CITY OF OCOEE FLORIDA

SHEET NUMBER
L1.01

Plotted By:Leppert, Chris Sheet Set:Ocoee Pickleball Construction Plans Layout:L1.01 August 22, 2025 11:04:23am K:\orl_civil\249503000-ocoee pickleball complex\CADD\CONST\plansheets\L1.00 LANDSCAPE PLAN.dwg
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LICENSED PROFESSIONAL
DATE: 8/22/2025

KHA PROJECT	249503000
DATE	01/22/2024
SCALE	AS SHOWN
DESIGNED BY	KHA
DRAWN BY	RYP
CHECKED BY	ASIL

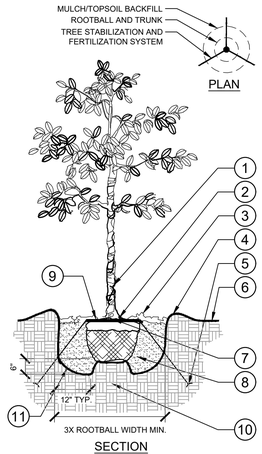
LANDSCAPE PLAN

OCOEE PICKLE BALL MASS GRADING

CITY OF OCOEE FLORIDA

SHEET NUMBER
L1.02

Plotted By:Leppert, Chris Sheet Set:Ocoee Pickleball Construction Plans Layout:L1.50 August 22, 2025 11:04:31am K:\orl_civil\24950300-ocoee_pickleball_complex\CADD\CONST\plotsheets\L1.00_LANDSCAPE PLAN.dwg
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1. TRUNK/ROOT BALL TO BE CENTERED AND PLUMB/LEVEL IN PLANTING PIT.
2. 6" DIA. CLEAR OF MULCH AT TRUNK FLARE.
3. 3" MINIMUM MULCH AS SPECIFIED. WHERE TREES ARE PLACED IN SOD, MULCH RING FOR TREES SHALL BE 6' DIAMETER (MIN.) OR AS DIRECTED BY OWNER'S REPRESENTATIVE.
4. 4" HIGH BERM, FIRMLY COMPACTED.
5. TREE FROG ANCHOR SYSTEM INSTALLED PER MANUFACTURER'S RECOMMENDATIONS.
6. FINISHED GRADE. (SEE GRADING PLAN)
7. TOP OF ROOTBALL MIN. 1" ABOVE FINISHED GRADE.
8. PREPARED PLANTING SOIL AS SPECIFIED.
9. TOP OF ROOTBALL SHALL BE 1" ABOVE FINISHED GRADE. ROOTBALLS GREATER THAN 24" DIAMETER SHALL BE PLACED ON MOUND OF UNDISTURBED SOIL TO PREVENT SETTLING. ROOTBALLS SMALLER THAN 24" IN DIAMETER MAY SIT ON COMPACTED EARTH.
10. UNDISTURBED NATIVE SOIL.
11. SCARIFY BOTTOM AND SIDES OF PLANTING PIT.

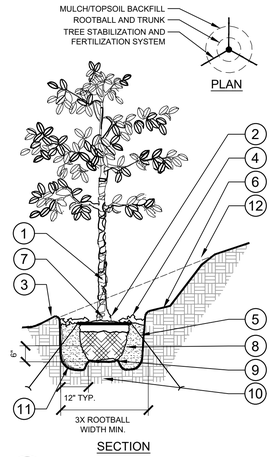
NOTES:

A. FINAL TREE STAKING DETAILS AND PLACEMENT TO BE APPROVED BY OWNER.

B. REMOVE BURLAP, WIRE AND STRAPS (ANYTHING THAT COULD GIRDLE TREE OR RESTRICT ROOT GROWTH) ON UPPER 1/3 OF ROOTBALL.

C. PRUNE ALL TREES IN ACCORDANCE WITH ANSI A-300.

1 L1.50 **TREE PLANTING**
SECTION / PLAN — NTS



1. TRUNK/ROOT BALL TO BE CENTERED AND PLUMB/LEVEL IN PLANTING PIT.
2. 6" DIA. CLEAR OF MULCH AT TRUNK FLARE.
3. 3. 4" HIGH BERM, FIRMLY COMPACTED.
4. 3" MINIMUM OF HARDWOOD BARK MULCH AS SPECIFIED. WHERE TREES ARE PLACED IN SOD, MULCH RING FOR TREES SHALL BE 6' DIAMETER (MIN.) OR AS DIRECTED BY OWNER'S REPRESENTATIVE.
5. TREE FROG ANCHOR SYSTEM INSTALLED PER MANUFACTURER'S RECOMMENDATIONS.
6. 4" MIN. OF TOPSOIL TO BRING TO FINISHED GRADE. (SEE GRADING PLAN)
7. TOP OF ROOTBALL MIN. 1" ABOVE FINISHED GRADE.
8. PREPARED PLANTING SOIL AS SPECIFIED.
9. ROOTBALLS GREATER THAN 24" DIAMETER SHALL BE PLACED ON MOUND OF UNDISTURBED SOIL TO PREVENT SETTLING. ROOTBALLS SMALLER THAN 24" IN DIAMETER MAY SIT ON COMPACTED EARTH.
10. UNDISTURBED NATIVE SOIL.
11. SCARIFY BOTTOM AND SIDES OF PLANTING PIT.
12. CUT BACK SLOPE TO PROVIDE A FLAT SURFACE FOR PLANTING.

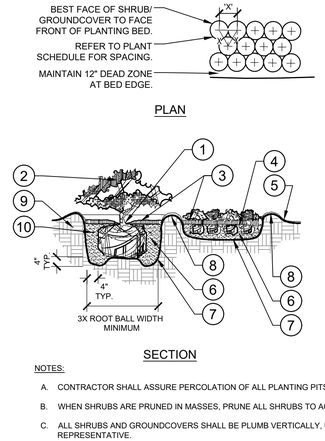
NOTES:

A. FINAL TREE STAKING DETAILS AND PLACEMENT TO BE APPROVED BY OWNER.

B. REMOVE BURLAP, WIRE AND STRAPS (ANYTHING THAT COULD GIRDLE TREE OR RESTRICT ROOT GROWTH) ON UPPER 1/3 OF ROOTBALL.

C. PRUNE ALL TREES IN ACCORDANCE WITH ANSI A-300.

2 L1.50 **TREE PLANTING ON A SLOPE**
SECTION / PLAN — NTS



1. TOP OF SHRUB ROOTBALLS TO BE PLANTED 1" - 2" HIGH WITH SOIL MOUNDING UP TO THE TOP OF ROOTBALL.
2. PRUNE ALL SHRUBS TO ACHIEVE A UNIFORM MASS/HEIGHT.
3. 3" MULCH LAYER AS SPECIFIED.
4. EXCAVATE ENTIRE BED SPECIFIED FOR GROUNDCOVER BED.
5. FINISHED GRADE (SEE GRADING PLAN).
6. PREPARED PLANTING SOIL AS SPECIFIED. (SEE LANDSCAPE NOTES) NOTE: WHEN GROUND-COVERS AND SHRUBS USED IN MASSES, ENTIRE BED TO BE AMENDED WITH PLANTING SOIL MIX AS SPECIFIED.
7. SCARIFY OF PLANTING PIT SIDES AND BOTTOM.
8. 4" HIGH BERM FIRMLY COMPACTED.
9. UNDISTURBED NATIVE SOIL.
10. FERTILIZER TABLETS (MAX 3" DEEP)

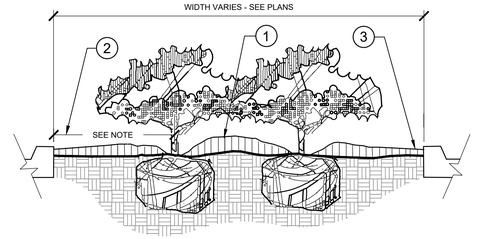
NOTES:

A. CONTRACTOR SHALL ASSURE PERCOLATION OF ALL PLANTING PITS PRIOR TO INSTALLATION.

B. WHEN SHRUBS ARE PRUNED IN MASSES, PRUNE ALL SHRUBS TO ACHIEVE UNIFORM MASS / HEIGHT.

C. ALL SHRUBS AND GROUNDCOVERS SHALL BE PLUMB VERTICALLY, UNLESS OTHERWISE DIRECTED BY OWNERS REPRESENTATIVE.

3 L1.50 **SHRUB/GROUNDCOVER PLANTING**
SECTION / PLAN — NTS



1. CROWN ISLANDS @ 5:1 SLOPES (OR AS SPECIFIED ON THE LANDSCAPE PLANS).
2. CLEAR ZONE: 36" MIN. FROM BACK OF CURB TO CENTER OF NEAREST SHRUB. CLEAR ZONE SHALL CONTAIN 3" CONTINUOUS MULCH OR TURF, SEE PLANS.
3. 2" MIN VERTICAL CLEARANCE, TOP OF CURB TO TOP OF MULCH.

NOTES:

A. EXCAVATE A CONTINUOUS 24" DEEP PIT (FROM TOP OF CURB) FOR ENTIRE LENGTH AND WIDTH OF ISLAND & BACKFILL WITH APPROVED PLANTING MIX.

B. PROTECT AND RETAIN ALL CURBS AND BASE. COMPACTED SUBGRADE TO REMAIN FOR STRUCTURAL SUPPORT OF CURB SYSTEM (TYP).

C. ALL ISLANDS SHALL UTILIZE POOR DRAINAGE DETAIL WHEN PERCOLATION RATES ARE 2" PER HOUR OR LESS.

4 L1.50 **PLANTED PARKING LOT ISLANDS/MEDIANS**
SECTION — NTS

1. TOP OF SHRUB ROOTBALLS TO BE PLANTED 1" - 2" HIGH WITH SOIL MOUNDING UP TO THE TOP OF ROOTBALL.
2. PRUNE SHRUBS AS DIRECTED BY OWNER'S REPRESENTATIVE.
3. 3" MINIMUM OF MULCH AS SPECIFIED. WHERE SHRUBS ARE PLACED IN MASSES, MULCH SHALL BE SPREAD IN A CONTINUOUS BED.
4. SOIL BERM TO HOLD WATER. TOP OF PLANTING PIT 'BERM' TO BE LEVEL ACROSS PIT. SLOPE DOWNHILL PORTION OF BERM AS REQUIRED TO MEET EXISTING GRADE. MULCH OVER EXPOSED TOPSOIL.
5. FINISHED GRADE (SEE GRADING PLAN)
6. PREPARED PLANTING SOIL AS SPECIFIED. (SEE LANDSCAPE NOTES).
7. SCARIFY SIDES AND BOTTOM OF PLANTING PIT.
8. FERTILIZER TABLETS (MAX 3" DEEP).
9. UNDISTURBED NATIVE SOIL

NOTES:

A. CONTRACTOR SHALL ASSURE PERCOLATION OF ALL PLANTING PITS PRIOR TO INSTALLATION.

B. WHEN SHRUBS ARE PRUNED IN MASSES, PRUNE ALL SHRUBS TO ACHIEVE UNIFORM MASS / HEIGHT.

C. ALL SHRUBS AND GROUNDCOVERS SHALL BE PLUMB VERTICALLY, UNLESS OTHERWISE DIRECTED BY OWNERS REPRESENTATIVE.

5 L1.50 **SHRUB/GROUNDCOVER PLANTING ON A SLOPE**
SECTION — NTS

6 L1.50 **PLANTINGS ADJACENT TO BUILDINGS**
SECTION — NTS

7 L1.50 **PARKING SPACE/CURB PLANTING**
SECTION — NTS

8 L1.50 **SHRUB PLANTING AT FIRE HYDRANT**
SECTION / PLAN — NTS

1. FINISH GRADE (SEE GRADING PLANS).
2. BACKFILL WITH PREPARED PLANTING SOIL MIX AS SPECIFIED.
3. FILTER CLOTH, MIRAFI 500X OR BETTER.
4. SLOPE BOTTOM TO DRAIN.
5. AUGURED HOLE Ø ±18" PENETRATE THROUGH OCCLUDING LAYER TO WATER TABLE OR TO A DEPTH OF 7' TO ASSURE PROPER PERCOLATION.
6. BACKFILL WITH 1/2" - 3/4" GRAVEL TO REQUIRED DEPTH THROUGH OCCLUDING LAYER TO ASSURE PROPER PERCOLATION.
7. WATER TABLE. (DEPTH VARIES)
8. UNDISTURBED NATIVE SOIL.
9. SET ROOTBALL ON UNDISTURBED STABLE SUBSOIL SO THAT TOP OF ROOT BALL IS 1" ABOVE FINISHED GRADE.

NOTES:

A. THIS DETAIL SHALL BE IMPLEMENTED WHERE PERCOLATION RATES ARE 2" PER HOUR OR LESS.

B. CONTRACTOR TO PERFORM PERCOLATION TEST AS REQUIRED. AND NOTIFY OWNER/LANDSCAPE ARCHITECT.

C. SEE TYPICAL TREE PLANTING DETAIL THIS SHEET FOR PLANT STAKING.

9 L1.50 **POOR DRAINAGE CONDITION**
SECTION / PLAN — NTS

1. 6'H "PERIMETER PLUS" CONSTRUCTION FENCE BY CONWED PLASTICS OR OWNER'S REPRESENTATIVE APPROVED EQUAL. SUBMIT PRODUCT INFORMATION FOR APPROVAL PRIOR TO INSTALLATION.
2. 8' TALL METAL "T" POSTS ON 2" x 2" X 8' PRESSURE TREATED WOOD POSTS WITH 24" BURIAL BELOW GRADE.

INSTALLATION NOTES:

A. POST SELECTION SHOULD BE BASED ON EXPECTED STRENGTH NEEDS AND THE LENGTH OF TIME FENCE WILL BE IN PLACE. FLEXIBLE FIBERGLASS ROD POSTS ARE RECOMMENDED FOR PARKS, ATHLETIC EVENTS AND CROWD CONTROL INSTALLATIONS. METAL "T" POSTS OR TREATED WOOD POSTS ARE TYPICALLY USED FOR CONSTRUCTION AND OTHER APPLICATIONS.

B. POSTS SHOULD BE DRIVEN INTO THE GROUND TO A DEPTH OF 1/3 OF THE HEIGHT OF THE POST. FOR EXAMPLE, A 6' POST SHOULD BE SET AT LEAST 2' INTO THE GROUND.

C. SPACE POSTS EVERY 6' (MIN.) TO 8' (MAX.).

D. SECURE FENCING TO POST WITH NYLON CABLE TIES (AVAILABLE FROM CONWED PLASTICS). WOOD STRIPS MAY BE ALSO BE USED TO PROVIDE ADDITIONAL SUPPORT AND PROTECTION BETWEEN TIES AND POSTS.

NOTE: IF WIRE TIES ARE USED, AVOID DIRECT CONTACT WITH FENCE. WIRE MAY DAMAGE FENCE OVER TIME.

10 L1.50 **TREE PROTECTION FENCING**
ELEVATION / PLAN — NTS

1. 5 LAYERS OF BURLAP TO PROTECT TRUNK.
2. FIVE 2" X 4" X 18" WOOD BATTENS.
3. SECURE BATTENS WITH 2- 3/4" CARBON STEEL BANDS TO HOLD BATTENS IN PLACE. NO NAILS SHALL BE DRIVEN INTO PALM. HEIGHT OF BATTENS SHALL BE LOCATED IN RELATION TO THE HEIGHT OF THE PALM FOR ADEQUATE BRACING.
4. (3) 2"X4"X8' SUPPORTS. NAIL (DRILL AN NAIL IF NECESSARY) TO BATTENS AND 2" 4" STAKES. STAIN DARK BROWN.
5. 3" SPECIFIED MULCH
6. BERM SOIL TO HOLD WATER.
7. FINISH GRADE
8. 2X4X24" (MIN) P.T. WOOD STAKES (TYP.) NAIL TO SUPPORT POLES.
9. PREPARED PLANTING SOIL AS SPECIFIED. (SEE LANDSCAPE NOTES).

NOTES:

A. FINAL TREE STAKING DETAILS AND PLACEMENT TO BE APPROVED BY OWNER.

B. ALL TREE STAKING IS TO BE WITHIN MULCH BED AREA OUTSIDE TREE PIT.

C. CONTRACTOR SHALL ASSURE PERCOLATION OF ALL PLANTING PITS PRIOR TO INSTALLATION - REFER TO POOR DRAINAGE CONDITION DETAIL.

11 L1.50 **PALM PLANTING**
SECTION / PLAN — NTS

1. BASE OF TREE SHALL BE PLANTED SLIGHTLY ABOVE (1" MIN.) ADJACENT FINISH GRADE. REMOVE ALL TWINE & STRAPS & CUT BURLAP FROM TOP 1/3 OF ROOT BALL. NO SYNTHETIC BURLAP WILL BE ACCEPTED.
2. 4" SHREDDED HARDWOOD MULCH OR APPROVED EQUAL.
3. DIAMETER OF TREE PIT TO BE TWICE THE DIAMETER OF ROOT BALL-ROUGHEN SIDES OF TREE PIT.
4. 3" HIGH SOIL BERM TO HOLD WATER.
5. TOPSOIL MIX BACKFILL.
6. TREE WRAP.
7. 4" MIN. OF TOPSOIL TO BRING TO FINISHED GRADE (SEE GRADING PLAN).
8. ROOT BALLS GREATER THAN 24" DIAMETER SHALL BE PLACED ON MOUND OF UNDISTURBED SOIL TO PREVENT SETTLING ROOT BALLS SMALLER THAN 24" IN DIA. MAY SIT ON COMPACTED EARTH.
9. UNDISTURBED SUBSOIL.
10. PREPARE PLANTING SOIL AS SPECIFIED.
11. **Tree Frog® RBK40pt** FOR UP TO 4" TREE CALIPER OR **Tree Frog® RBK60pt** FOR GREATER THAN 4" AND UP TO 6" TREE CALIPER. REFER TO SITEWORK SPECIFICATIONS FOR APPROVED MATERIALS AND INSTALLATION REQUIREMENTS.

NOTES:

A. FINAL TREE STAKING DETAILS AND PLACEMENT TO BE APPROVED BY OWNER.

B. SET TREE AT ORIGINAL DEPTH. REMOVE BURLAP, WIRE AND STRAPS (ANYTHING THAT COULD GIRDLE TREE OR RESTRICT ROOT GROWTH) ON UPPER 1/3 OF ROOTBALL.

C. SEE LANDSCAPE NOTES FOR THE TYPE OF MULCH MATERIAL TO USE.

D. PRUNE TREE AS DIRECTED BY LANDSCAPE ARCHITECT

E. ASSURE PERCOLATION OF ALL PLANTING PITS

12 L1.50 **MULTI-TRUNK TREE PLANTING**
SECTION/PLAN — NTS

No.	REVISIONS	DATE	BY

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LICENSED PROFESSIONAL

DATE 8/22/2025

KHA PROJECT	24950300
DATE	01/22/2024
SCALE	AS SHOWN
DESIGNED BY	KHA
DRAWN BY	RYP
CHECKED BY	ASIL

OCOEE PICKLE BALL MASS GRADING
LANDSCAPE DETAILS

CITY OF OCOEE FLORIDA

SHEET NUMBER
L1.50

GENERAL LANDSCAPE SPECIFICATIONS AND NOTES

A. SCOPE OF WORK

1. THE WORK CONSISTS OF: FURNISHING ALL LABOR, MATERIALS, EQUIPMENT, TOOLS, TRANSPORTATION, AND ANY OTHER APPURTENANCES NECESSARY FOR THE COMPLETION OF THIS PROJECT AS SHOWN ON THE DRAWINGS, AS INCLUDED IN THE PLANT LIST, AND AS SPECIFIED HEREIN.

2. WORK SHALL INCLUDE MAINTENANCE AND WATERING OF ALL CONTRACT PLANTING AREAS UNTIL CERTIFICATION OF ACCEPTANCE BY THE OWNER.

B. PROTECTION OF EXISTING STRUCTURES

1. ALL EXISTING BUILDINGS, WALKS, WALLS, PAVING, PIPING, OTHER SITE CONSTRUCTION ITEMS, AND PLANTING ALREADY COMPLETED OR ESTABLISHED AND DESIGNATED TO REMAIN SHALL BE PROTECTED FROM DAMAGE BY THE CONTRACTOR UNLESS OTHERWISE SPECIFIED. ALL DAMAGE RESULTING FROM NEGLIGENCE SHALL BE REPAIRED OR REPLACED TO THE SATISFACTION OF THE OWNER, AT NO COST TO THE OWNER.

2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING ALL NECESSARY BMP DEVICES ACCORDING TO ALL REGULATORY AGENCY'S STANDARDS THROUGH THE DURATION OF ALL CONSTRUCTION ACTIVITIES.

3. THE CONTRACTOR SHALL SUBMIT A DETAILED PROJECT SPECIFIC WORK ZONE TRAFFIC CONTROL PLAN UNLESS THE WORK REQUIRES NOTHING MORE THAN A DIRECT APPLICATION OF FDOT DESIGN STANDARDS, INDEX 600. IF A DIRECT APPLICATION OF INDEX 600 IS PROPOSED, THE CONTRACTOR SHALL SUBMIT IN WRITING A STATEMENT INDICATING THE STANDARD INDEX AND PAGE NUMBER NO LESS THAN 10 BUSINESS DAYS PRIOR TO START OF CONSTRUCTION. WHEN A DIRECT APPLICATION OF FDOT STANDARD INDEX 600 IS NOT ACCEPTABLE A PROJECT SPECIFIC WORK ZONE TRAFFIC CONTROL PLAN SHALL BE PREPARED BY A FLORIDA PROFESSIONAL ENGINEER WHO HAS SUCCESSFULLY COMPLETED ADVANCED TRAINING IN MAINTENANCE OF TRAFFIC, AS DEFINED BY FDOT FOR APPROVAL BY THE COUNTY ENGINEER'S REPRESENTATIVE.

4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING ALL UTILITIES, WHETHER PUBLIC OR PRIVATE, PRIOR TO EXCAVATION. THE INFORMATION AND DATA SHOWN WITH RESPECT TO EXISTING UNDERGROUND FACILITIES AT OR CONTIGUOUS TO THE SITE IS APPROXIMATE AND BASED ON INFORMATION FURNISHED BY THE OWNER OF SUCH UNDERGROUND FACILITIES OR ON PHYSICAL APPURTENANCES OBSERVED IN THE FIELD. THE OWNER AND DESIGN PROFESSIONAL SHALL NOT BE RESPONSIBLE FOR THE ACCURACY AND COMPLETENESS OF ANY SUCH INFORMATION OR DATA. THE CONTRACTOR SHALL HAVE FULL RESPONSIBILITY FOR; REVIEWING AND CHECKING ALL SUCH INFORMATION AND DATA; LOCATING ALL UNDERGROUND FACILITIES DURING CONSTRUCTION; THE SAFETY AND PROTECTION THEREOF; REPAIRING ANY DAMAGE THERETO RESULTING FROM THE WORK. THE COST OF ALL WILL BE CONSIDERED AS HAVING BEEN INCLUDED IN THE CONTRACT PRICE. THE CONTRACTOR SHALL NOTIFY ANY AFFECTED UTILITY COMPANIES OR AGENCIES IN WRITING AT LEAST 48 HOURS PRIOR TO BEGINNING CONSTRUCTION.

C. PROTECTION OF EXISTING PLANT MATERIALS

1. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL UNAUTHORIZED CUTTING OR DAMAGE TO TREES AND SHRUBS EXISTING OR OTHERWISE, CAUSED BY CARELESS EQUIPMENT OPERATION, MATERIAL STOCKPILING, ETC... THIS SHALL INCLUDE COMPACTION BY DRIVING OR PARKING INSIDE THE DRIP-LINE AND SPILLING OIL, GASOLINE, OR OTHER DELETERIOUS MATERIALS WITHIN THE DRIP-LINE. NO MATERIALS SHALL BE BURNED ON SITE. EXISTING TREES KILLED OR DAMAGED SO THAT THEY ARE MISSHAPEN AND/OR UNSIGHTLY SHALL BE REPLACED AT THE COST TO THE CONTRACTOR OF THREE HUNDRED DOLLARS ($300) PER CALIPER INCH ON AN ESCALATING SCALE WHICH ADDS AN ADDITIONAL TWENTY (20) PERCENT PER INCH OVER FOUR (4) INCHES CALIPER AS FIXED AND AGREED LIQUIDATED DAMAGES. CALIPER SHALL BE MEASURED SIX (6) INCHES ABOVE GROUND LEVEL FOR TREES UP TO AND INCLUDING FOUR (4) INCHES IN CALIPER AND TWELVE (12) INCHES ABOVE GROUND LEVEL FOR TREES OVER FOUR (4) INCHES IN CALIPER.

2. SEE TREE MITIGATION PLAN AND NOTES, IF APPLICABLE.

D. MATERIALS

1. GENERAL

MATERIAL SAMPLES LISTED BELOW SHALL BE SUBMITTED FOR APPROVAL, ON SITE OR AS DETERMINED BY THE OWNER. UPON APPROVAL, DELIVERY OF MATERIALS MAY COMMENCE.

MATERIAL	SAMPLE SIZE
MULCH	ONE (1) CUBIC FOOT
TOPSOIL MIX	ONE (1) CUBIC FOOT
PLANTS	ONE (1) OF EACH VARIETY (OR TAGGED IN NURSERY)

2. PLANT MATERIALS

a. PLANT SPECIES AND SIZE SHALL CONFORM TO THOSE INDICATED ON THE DRAWINGS. ALL NURSERY STOCK SHALL BE IN ACCORDANCE WITH GRADES AND STANDARDS FOR NURSERY PLANTS, LATEST EDITION, PUBLISHED BY THE FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES. ALL PLANTS SHALL BE FLORIDA GRADE NO. 1 OR BETTER AS DETERMINED BY THE FLORIDA DIVISION OF PLANT INDUSTRY. ALL PLANTS SHALL BE HEALTHY, VIGOROUS, SOUND, WELL-BRANCHED, AND FREE OF DISEASE AND INSECTS. INSECT EGGS AND LARVAE AND SHALL HAVE ADEQUATE ROOT SYSTEMS. TREES FOR PLANTING IN ROWS SHALL BE UNIFORM IN SIZE AND SHAPE. ALL MATERIALS SHALL BE SUBJECT TO APPROVAL BY THE OWNER. WHERE ANY REQUIREMENTS ARE OMITTED FROM THE PLANT LIST, THE PLANTS FURNISHED SHALL BE NORMAL FOR THE VARIETY. PLANTS SHALL BE PRUNED PRIOR TO DELIVERY ONLY WITH APPROVAL FROM OWNER OR OWNER'S REPRESENTATIVE. NO SUBSTITUTIONS SHALL BE MADE WITHOUT WRITTEN PERMISSION FROM THE OWNER'S REPRESENTATIVE.

b. MEASUREMENTS: THE HEIGHT AND/OR WIDTH OF TREES SHALL BE MEASURED FROM THE GROUND OR ACROSS THE NORMAL SPREAD OF BRANCHES WITH THE PLANTS IN THEIR NORMAL POSITION. THIS MEASUREMENT SHALL NOT INCLUDE THE IMMEDIATE TERMINAL GROWTH. PLANTS LARGER IN SIZE THAN THOSE SPECIFIED IN THE PLANT LIST MAY BE USED IF APPROVED BY THE OWNER. IF THE USE OF LARGER PLANTS IS APPROVED, THE BALL OF EARTH OR SPREAD OF ROOTS SHALL BE INCREASED IN PROPORTION TO THE SIZE OF THE PLANT.

c. INSPECTION: PLANTS SHALL BE SUBJECT TO INSPECTION AND APPROVAL AT THE PLACE OF GROWTH, OR UPON DELIVERY TO THE SITE, AS DETERMINED BY THE OWNER, FOR QUALITY, SIZE, AND VARIETY. SUCH APPROVAL SHALL NOT IMPAIR THE RIGHT OF INSPECTION AND REJECTION AT THE SITE DURING PROGRESS OF THE WORK OR AFTER COMPLETION FOR SIZE AND CONDITION OF ROOT BALLS OR ROOTS, LATENT DEFECTS OR INJURIES. REJECTED PLANTS SHALL BE REMOVED IMMEDIATELY FROM THE SITE. NOTICE REQUESTING INSPECTION SHALL BE SUBMITTED IN WRITING BY THE CONTRACTOR AT LEAST ONE (1) WEEK PRIOR TO ANTICIPATED DATE.

E. SOIL MIXTURE (PLANTING MEDIUM, PLANTING MIX, TOPSOIL MIX)

1. CONTRACTOR SHALL TEST EXISTING SOIL AND AMEND AS NECESSARY IN ACCORDANCE WITH THE GUIDELINES BELOW:

2. SOIL MIXTURE (PLANTING MEDIUM FOR PLANT PITS) SHALL CONSIST OF TWO PARTS OF TOPSOIL AND ONE PART SAND, AS DESCRIBED BELOW. CONTRACTOR TO SUBMIT SAMPLES AND PH TESTING RESULTS OF SOIL MIXTURE FOR OWNER'S REPRESENTATIVE APPROVAL PRIOR TO PLANT INSTALLATION OPERATIONS COMMENCE.

a. TOPSOIL FOR USE IN PREPARING SOIL MIXTURE FOR BACKFILLING PLANT PITS SHALL BE FERTILE, FRIABLE, AND OF A LOAMY CHARACTER; REASONABLY FREE OF SUBSOIL, CLAY LUMPS, BRUSH WEEDS AND OTHER LITTER; FREE OF ROOTS, STUMPS, STONES LARGER THAN 2" IN ANY DIRECTION, AND OTHER EXTRANEOUS OR TOXIC MATTER HARMFUL TO PLANT GROWTH. IT SHALL CONTAIN THREE (3) TO FIVE (5) PERCENT DECOMPOSED ORGANIC MATTER AND HAVE A PH BETWEEN 5.5 AND 7.0.

b. SAND SHALL BE COARSE, CLEAN, WELL-DRAINING, NATIVE SAND.

c. SOIL AMENDMENT (IF NEEDED PER SOIL TESTING) THE CONTRACTOR SHALL FURNISH AND INSTALL A 3" LAYER OF AMENDED PLANTING SOIL IN ALL PLANTING BEDS, EXCLUDING SOD AREAS. THE AMENDED PLANTING SOIL SHALL BE COMPOSED OF 35% FERTICOMP 20% FLORIDA PEAT 45% SANDY LOAM. THE AMENDED PLANTING SOIL SHALL BE MIXED INTO THE BEDS UPON PLANTING.

2. TREES SHALL BE PLANTED IN THE EXISTING NATIVE SOIL ON SITE, UNLESS DETERMINED TO BE UNSUITABLE - AT WHICH POINT THE CONTRACTOR SHALL CONTACT OWNER'S REPRESENTATIVE TO DISCUSS ALTERNATE RECOMMENDATION PRIOR TO PLANTING (SUBMIT SOIL TESTING RESULTS AFTER INCORPORATING AMENDMENTS TO DEMNSTRATE COMPLIANCE WITH SOIL QUALITY REQUIREMENTS .

F. WATER

1. WATER NECESSARY FOR PLANTING AND MAINTENANCE SHALL BE OF SATISFACTORY QUALITY TO SUSTAIN ADEQUATE PLANT GROWTH AND SHALL NOT CONTAIN HARMFUL, NATURAL OR MAN-MADE ELEMENTS DETRIMENTAL TO PLANTS. WATER MEETING THE ABOVE STANDARD SHALL BE OBTAINED ON THE SITE FROM THE OWNER, IF AVAILABLE, AND THE CONTRACTOR SHALL BE RESPONSIBLE TO MAKE ARRANGEMENTS FOR ITS USE BY HIS TANKS, HOSES, SPRINKLERS, ETC.... IF SUCH WATER IS NOT AVAILABLE AT THE SITE, THE CONTRACTOR SHALL PROVIDE SATISFACTORY WATER FROM SOURCES OFF THE SITE AT NO ADDITIONAL COST TO THE OWNER.

* WATERING/IRRIGATION RESTRICTIONS MAY APPLY - REFER TO PROPERTY'S JURISDICTIONAL AUTHORITY.

G. FERTILIZER

CONTRACTOR SHALL PROVIDE FERTILIZER APPLICATION SCHEDULE TO OWNER, AS APPLICABLE TO SOIL TYPE, PLANT INSTALLATION TYPE, AND SITE'S PROPOSED USE. SUGGESTED FERTILIZER TYPES SHALL BE ORGANIC OR OTHERWISE NATURALLY-DERIVED.

* FERTILIZER RESTRICTIONS MAY APPLY - REFER TO PROPERTY'S JURISDICTIONAL AUTHORITY.

H. MULCH

1. MULCH MATERIAL SHALL BE MOISTENED AT THE TIME OF APPLICATION TO PREVENT WIND DISPLACEMENT, AND APPLIED AT A DEPTH OF THREE (3) INCHES. CLEAR MULCH FROM EACH PLANT'S CROWN (BASE). MULCH SHALL BE "FLORIMULCH," EUCALYPTUS MULCH, OR SIMILAR SUSTAINABLY HARVESTED MULCH UNLESS SPECIFIED OTHERWISE.

2. PROVIDE A THREE (3) INCH MINIMUM LAYER OF SPECIFIED MULCH OVER THE ENTIRE AREA OF EACH SHRUB BED, GROUND COVER, VINE BED, AND TREE PIT (6' MINIMUM) PLANTED UNDER THIS CONTRACT.

I. DIGGING AND HANDLING

1. PROTECT ROOTS OR ROOT BALLS OF PLANTS AT ALL TIMES FROM SUN, DRYING WINDS, WATER AND FREEZING, AS NECESSARY UNTIL PLANTING. PLANT MATERIALS SHALL BE ADEQUATELY PACKED TO PREVENT DAMAGE DURING TRANSIT. TREES TRANSPORTED MORE THAN TEN (10) MILES OR WHICH ARE NOT PLANTED WITHIN THREE (3) DAYS OF DELIVERY TO THE SITE SHALL BE SPRAYED WITH AN ANTITRANSPIRANT PRODUCT ("WILTPRUF" OR EQUAL) TO MINIMIZE TRANSPIRATIONAL WATER LOSS.

2. BALLED AND BURLAPPED (B&B), AND FIELD GROWN (FG) PLANTS SHALL BE DUG WITH FIRM, NATURAL BALLS OF SOIL OF SUFFICIENT SIZE TO ENCOMPASS THE FIBROUS AND FEEDING ROOTS OF THE PLANTS. NO PLANTS MOVED WITH A ROOT BALL SHALL BE PLANTED IF THE BALL IS CRACKED OR BROKEN. PLANTS SHALL NOT BE HANDLED BY STEMS.

3. PLANTS MARKED "BR" IN THE PLANT LIST SHALL BE DUG WITH BARE ROOTS. CARE SHALL BE EXERCISED THAT THE ROOTS DO NOT DRY OUT DURING TRANSPORTATION AND PRIOR TO PLANTING.

4. PROTECTION OF PALMS: ONLY A MINIMUM OF FRONDS SHALL BE REMOVED FROM THE CROWN OF THE PALM TREES TO FACILITATE MOVING AND HANDLING. CLEAR TRUNK (CT) SHALL BE AS SPECIFIED AFTER THE MINIMUM OF FRONDS HAVE BEEN REMOVED. ALL PALMS SHALL BE BRACED PER PALM PLANTING DETAIL.

5. EXCAVATION OF TREE PITS SHALL BE PERFORMED USING EXTREME CARE TO AVOID DAMAGE TO SURFACE AND SUBSURFACE ELEMENTS SUCH AS UTILITIES OR HARDSCAPE ELEMENTS, FOOTERS AND PREPARED SUB-BASES.

J. CONTAINER GROWN STOCK

1. ALL CONTAINER GROWN MATERIAL SHALL BE HEALTHY, VIGOROUS, WELL-ROOTED PLANTS ESTABLISHED IN THE CONTAINER IN WHICH THEY ARE SOLD. THE PLANTS SHALL HAVE TOPS WHICH ARE OF GOOD QUALITY AND ARE IN A HEALTHY GROWING CONDITION.

2. AN ESTABLISHED CONTAINER GROWN PLANT SHALL BE TRANSPLANTED INTO A CONTAINER AND GROWN IN THAT CONTAINER SUFFICIENTLY LONG ENOUGH FOR THE NEW FIBROUS ROOTS TO HAVE DEVELOPED SO THAT THE ROOT MASS WILL RETAIN ITS SHAPE AND HOLD TOGETHER WHEN REMOVED FROM THE CONTAINER. CONTAINER GROWN STOCK SHALL NOT BE HANDLED BY THEIR STEMS.

3. ROOT BOUND PLANTS ARE NOT ACCEPTABLE AND WILL BE REJECTED.

4. RPG= "ROOTS PLUS GROWER" CONTAINER PRODUCTS SHALL BE USED WHERE SPECIFIED.

K. COLLECTED STOCK

WHEN THE USE OF COLLECTED STOCK IS PERMITTED AS INDICATED BY THE OWNER OR OWNER'S REPRESENTATIVE, THE MINIMUM SIZES OF ROOTBALLS SHALL BE EQUAL TO THAT SPECIFIED FOR THE NEXT LARGER SIZE OF NURSERY GROWN STOCK OF THE SAME VARIETY.

L. NATIVE STOCK

PLANTS COLLECTED FROM WILD OR NATIVE STANDS SHALL BE CONSIDERED NURSERY GROWN WHEN THEY HAVE BEEN SUCCESSFULLY RE-ESTABLISHED IN A NURSERY ROW AND GROWN UNDER REGULAR NURSERY CULTURAL PRACTICES FOR A MINIMUM OF TWO (2) GROWING SEASONS AND HAVE ATTAINED ADEQUATE ROOT AND TOP GROWTH TO INDICATE FULL RECOVERY FROM TRANSPLANTING INTO THE NURSERY ROW.

M. MATERIALS LIST

QUANTITIES NECESSARY TO COMPLETE THE WORK ON THE DRAWINGS SHALL BE FURNISHED BY THE CONTRACTOR. QUANTITY ESTIMATES HAVE BEEN MADE CAREFULLY, BUT THE LANDSCAPE ARCHITECT OR OWNER ASSUMES NO LIABILITY FOR OMISSIONS OR ERRORS. SHOULD A DISCREPANCY OCCUR BETWEEN THE PLANS AND THE PLANT LIST QUANTITY, THE OWNER'S REPRESENTATIVE SHALL BE NOTIFIED FOR CLARIFICATION PRIOR TO BIDDING OR INSTALLATION. ALL DIMENSIONS AND/OR SIZES SPECIFIED SHALL BE THE MINIMUM ACCEPTABLE SIZE.

N. FINE GRADING

1. FINE GRADING UNDER THIS CONTRACT SHALL CONSIST OF FINAL FINISHED GRADING OF LAWN AND PLANTING AREAS THAT HAVE BEEN ROUGH GRADED BY OTHERS. BERMING AS SHOWN ON THE DRAWINGS SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR, UNLESS OTHERWISE NOTED.

2. THE CONTRACTOR SHALL FINE GRADE THE LAWN AND PLANTING AREAS TO BRING THE ROUGH GRADE UP TO FINAL FINISHED GRADE ALLOWING FOR THICKNESS OF SOD AND/OR MULCH DEPTH. CONTRACTOR SHALL FINE GRADE BY HAND AND/OR WITH ALL EQUIPMENT NECESSARY INCLUDING A GRADING TRACTOR WITH FRONT-END LOADER FOR TRANSPORTING SOIL WITHIN THE SITE.

3. ALL PLANTING AREAS SHALL BE GRADED AND MAINTAINED FOR POSITIVE DRAINAGE TO SURFACE/SUBSURFACE STORM DRAIN SYSTEMS. AREAS ADJACENT TO BUILDINGS SHALL SLOPE AWAY FROM THE BUILDINGS. REFER TO CIVIL ENGINEER'S PLANS FOR FINAL GRADES, IF APPLICABLE.

O. PLANTING PROCEDURES

1. CLEANING UP BEFORE COMMENCING WORK: THE CONTRACTOR SHALL CLEAN WORK AND SURROUNDING AREAS OF ALL RUBBISH OR OBJECTIONABLE MATTER DAILY. ALL MORTAR, CEMENT, AND TOXIC MATERIAL SHALL BE REMOVED FROM THE SURFACE OF ALL PLANT BEDS. THESE MATERIALS SHALL NOT BE MIXED WITH THE SOIL. SHOULD THE CONTRACTOR FIND SUCH SOIL CONDITIONS BENEATH THE SOIL WHICH WILL IN ANY WAY ADVERSELY AFFECT THE PLANT GROWTH, HE SHALL IMMEDIATELY CALL IT TO THE ATTENTION OF THE OWNER'S REPRESENTATIVE. FAILURE TO DO SO BEFORE PLANTING SHALL MAKE THE CORRECTIVE MEASURES THE RESPONSIBILITY OF THE CONTRACTOR.

2. VERIFY LOCATIONS OF ALL UTILITIES, CONDUITS, SUPPLY LINES AND CABLES, INCLUDING BUT NOT LIMITED TO: ELECTRIC, GAS (LINES AND TANKS), WATER, SANITARY SEWER, STORMWATER SYSTEMS, CABLE, AND TELEPHONE. PROPERLY MAINTAIN AND PROTECT EXISTING UTILITIES. CALL SUNSHINE STATE ONE CALL OF FLORIDA, INC. (811) TO LOCATE UTILITIES AT LEAST 48 HOURS PRIOR TO CONSTRUCTION.

3. SUBGRADE EXCAVATION: CONTRACTOR IS RESPONSIBLE TO REMOVE ALL EXISTING AND IMPORTED LIMEROCK AND LIMEROCK SUB-BASE FROM ALL LANDSCAPE PLANTING AREAS TO A MINIMUM DEPTH OF 36" OR TO NATIVE SOIL. CONTRACTOR IS RESPONSIBLE TO BACKFILL THESE PLANTING AREAS TO ROUGH FINISHED GRADE WITH CLEAN TOPSOIL FROM AN ON-SITE SOURCE OR AN IMPORTED SOURCE. IF LIMEROCK OR OTHER ADVERSE CONDITIONS OCCUR IN PLANTED AREAS AFTER 36" DEEP EXCAVATION BY THE CONTRACTOR, AND POSITIVE DRAINAGE CAN NOT BE ACHIEVED, CONTRACTOR SHALL UTILIZE POOR DRAINAGE CONDITION PLANTING DETAIL.

4. FURNISH NURSERY'S CERTIFICATE OF COMPLIANCE WITH ALL REQUIREMENTS AS SPECIFIED HEREIN. INSPECT AND SELECT PLANT MATERIALS BEFORE PLANTS ARE DUG AT NURSERY OR GROWING SITE.

5. COMPLY WITH APPLICABLE FEDERAL, STATE, COUNTY, AND LOCAL REGULATIONS GOVERNING LANDSCAPE MATERIALS AND WORK. CONFORM TO ACCEPTED HORTICULTURAL PRACTICES AS USED IN THE TRADE. UPON ARRIVAL AT THE SITE, PLANTS SHALL BE THOROUGHLY WATERED AND PROPERLY MAINTAINED UNTIL PLANTED. PLANTS STORED ONSITE SHALL NOT REMAIN UNPLANTED OR APPROPRIATELY HEALED IN FOR A PERIOD EXCEEDING TWENTY-FOUR (24) HOURS. AT ALL TIMES WORKMANLIKE METHODS CUSTOMARY IN GOOD HORTICULTURAL PRACTICES SHALL BE EXERCISED.

6. THE WORK SHALL BE COORDINATED WITH OTHER TRADES TO PREVENT CONFLICTS. COORDINATE PLANTING WITH IRRIGATION WORK TO ASSURE AVAILABILITY OF WATER AND PROPER LOCATION OF IRRIGATION APPURTENANCES AND PLANTS.

7. ALL PLANTING PITS SHALL BE EXCAVATED TO SIZE AND DEPTH IN ACCORDANCE WITH THE USA STANDARD FOR NURSERY STOCK 260.1, UNLESS SHOWN OTHERWISE ON THE DRAWINGS, AND BACK FILLED WITH THE PREPARED PLANTING SOIL MIXTURE AS SPECIFIED IN SECTION E. TEST ALL TREE PITS WITH WATER BEFORE PLANTING TO ASSURE PROPER DRAINAGE PERCOLATION IS AVAILABLE. NO ALLOWANCE WILL BE MADE FOR LOST PLANTS DUE TO IMPROPER DRAINAGE. IF POOR DRAINAGE EXISTS, UTILIZE "POOR DRAINAGE CONDITION" PLANTING DETAIL. TREES SHALL BE SET PLUMB AND HELD IN POSITION UNTIL THE PLANTING MIXTURE HAS BEEN FLUSHED INTO PLACE WITH A SLOW, FULL HOSE STREAM. ALL PLANTING SHALL BE PERFORMED BY PERSONNEL FAMILIAR WITH PLANTING PROCEDURES AND UNDER THE SUPERVISION OF A QUALIFIED LANDSCAPE FOREMAN. PROPER "JETTING IN" SHALL BE ASSURED TO ELIMINATE AIR POCKETS AROUND THE ROOTS. "JET STICK" OR EQUAL IS RECOMMENDED.

8. TAKE ALL NECESSARY PRECAUTIONS TO AVOID DAMAGE TO BUILDINGS AND BUILDING STRUCTURES WHILE INSTALLING TREES.

9. SOIL MIXTURE SHALL BE AS SPECIFIED IN SECTION E OF THESE SPECIFICATIONS.

10. TREES AND SHRUBS SHALL BE SET STRAIGHT AT AN ELEVATION THAT, AFTER SETTLEMENT, THE PLANT CROWN WILL STAND ONE (1) TO TWO (2) INCHES ABOVE GRADE. EACH PLANT SHALL BE SET IN THE CENTER OF THE PIT. PLANTING SOIL MIXTURE SHALL BE BACK FILLED, THOROUGHLY TAMPED AROUND THE BALL, AND SETTLED BY WATER (AFTER TAMPING).

11. AMEND PINE AND OAK PLANT PITS WITH ECTOMYCORRHIZAL SOIL APPLICATION PER MANUFACTURER'S RECOMMENDATION. ALL OTHER PLANT PITS SHALL BE AMENDED WITH ENDOMYCORRHIZAL SOIL APPLICATION PER MANUFACTURER'S RECOMMENDATION. PROVIDE PRODUCT INFORMATION SUBMITTAL PRIOR TO INOCULATION.

12. FILL HOLE WITH SOIL MIXTURE, MAKING CERTAIN ALL SOIL IS SATURATED. TO DO THIS, FILL HOLE WITH WATER AND ALLOW TO SOAK MINIMUM TWENTY (20) MINUTES. STIRRING IF NECESSARY TO GET SOIL THOROUGHLY WET. PACK LIGHTLY WITH FEET, ADD MORE WET SOIL MIXTURE. DO NOT COVER TOP OF BALL WITH SOIL MIXTURE. ALL BURLAP, ROPE, WIRES, BASKETS, ETC... SHALL BE REMOVED FROM THE SIDES AND TOPS OF BALLS, BUT NO BURLAP SHALL BE PULLED FROM UNDERNEATH.

13. TREES SHALL BE PRUNED, AT THE DIRECTION OF THE OWNER OR OWNER'S REPRESENTATIVE, TO PRESERVE THE NATURAL CHARACTER OF THE PLANT. ALL SOFT WOOD OR SUCKER GROWTH AND ALL BROKEN OR BADLY DAMAGED BRANCHES SHALL BE REMOVED WITH A CLEAN CUT. ALL PRUNING TO BE PERFORMED BY CERTIFIED ARBORIST, IN ACCORDANCE WITH ANSI A-300.

14. SHRUBS AND GROUND COVER PLANTS SHALL BE EVENLY SPACED IN ACCORDANCE WITH THE DRAWINGS AND AS INDICATED ON THE PLANT LIST. MATERIALS INSTALLED SHALL MEET MINIMUM SPECIMEN REQUIREMENTS OR QUANTITIES SHOW ON PLANS, WHICHEVER IS GREATER. CULTIVATE ALL PLANTING AREAS TO A MINIMUM DEPTH OF 6", REMOVE AND DISPOSE ALL DEBRIS. MIX TOP 4" THE PLANTING SOIL MIXTURE AS SPECIFIED IN SECTION E. THOROUGHLY WATER ALL PLANTS AFTER INSTALLATION.

15. TREE GUYING AND BRACING SHALL BE INSTALLED BY THE CONTRACTOR IN ACCORDANCE WITH THE PLANS TO INSURE STABILITY AND MAINTAIN TREES IN AN UPRIGHT POSITION. IF THE CONTRACTOR AND OWNER DECIDE TO WAIVE THE TREE GUYING AND BRACING, THE OWNER SHALL NOTIFY THE PROJECT LANDSCAPE ARCHITECT IN WRITING AND AGREE TO INDEMNIFY AND HOLD HARMLESS THE PROJECT LANDSCAPE ARCHITECT IN THE EVENT UNSUPPORTED TREES PLANTED UNDER THIS CONTRACT FALL AND DAMAGE PERSON OR PROPERTY.

16. ALL PLANT BEDS SHALL BE KEPT FREE OF NOXIOUS WEEDS UNTIL FINAL ACCEPTANCE OF WORK. IF DIRECTED BY THE OWNER, "ROUND-UP" SHALL BE APPLIED FOR WEED CONTROL BY QUALIFIED PERSONNEL TO ALL PLANTING AREAS IN SPOT APPLICATIONS PER MANUFACTURER'S PRECAUTIONS AND SPECIFICATIONS. PRIOR TO FINAL INSPECTION, TREAT ALL PLANTING BEDS WITH AN APPROVED PRE-EMERGENT HERBICIDE AT AN APPLICATION RATE RECOMMENDED BY THE MANUFACTURER. (AS ALLOWED BY JURISDICTIONAL AUTHORITY)

P. LAWN SODDING

1. THE WORK CONSISTS OF LAWN BED PREPARATION, SOIL PREPARATION, AND SODDING COMPLETE, IN STRICT ACCORDANCE WITH THE SPECIFICATIONS AND THE APPLICABLE DRAWINGS TO PRODUCE A TURF GRASS LAWN ACCEPTABLE TO THE OWNER.

2. ALL AREAS THAT ARE TO BE SODDED SHALL BE CLEARED OF ANY ROUGH GRASS, WEEDS, AND DEBRIS BY MEANS OF A SOD CUTTER TO A DEPTH OF THREE (3) INCHES, AND THE GROUND BROUGHT TO AN EVEN GRADE. THE ENTIRE SURFACE SHALL BE ROLLED WITH A ROLLER WEIGHING NOT MORE THAN ONE-HUNDRED (100) POUNDS PER FOOT OF WIDTH. DURING THE ROLLING, ALL DEPRESSIONS CAUSED BY SETTLEMENT SHALL BE FILLED WITH ADDITIONAL SOIL, AND THE SURFACE SHALL BE REGRADED AND ROLLED UNTIL PRESENTING A SMOOTH AND EVEN FINISH TO THE REQUIRED GRADE.

3. PREPARE LOOSE BED FOUR (4) INCHES DEEP. HAND RAKE UNTIL ALL BUMPS AND DEPRESSIONS ARE REMOVED. WET PREPARED AREA THOROUGHLY.

4. SODDING

a. THE CONTRACTOR SHALL SOD ALL AREAS THAT ARE NOT PAVED OR PLANTED AS DESIGNATED ON THE DRAWINGS WITHIN THE CONTRACT LIMITS, UNLESS SPECIFICALLY NOTED OTHERWISE.

b. THE SOD SHALL BE CERTIFIED TO MEET FLORIDA STATE PLANT BOARD SPECIFICATIONS, ABSOLUTELY TRUE TO VARIETAL TYPE, AND FREE FROM WEEDS, FUNGUS, INSECTS AND DISEASE OF ANY KIND.

c. SOD PANELS SHALL BE LAID TIGHTLY TOGETHER SO AS TO MAKE A SOLID SODDED LAWN AREA. SOD SHALL BE LAID UNIFORMLY AGAINST THE EDGES OF ALL CURBS AND OTHER HARDSCAPE ELEMENTS, PAVED AND PLANTED AREAS. ADJACENT TO BUILDINGS, A 24 INCH STONE MULCH STRIP SHALL BE PROVIDED. IMMEDIATELY FOLLOWING SOD LAYING, THE LAWN AREAS SHALL BE ROLLED WITH A LAWN ROLLER CUSTOMARILY USED FOR SUCH PURPOSES, AND THEN THOROUGHLY IRRIGATED. IF, IN THE OPINION OF THE OWNER, TOP-DRESSING IS NECESSARY AFTER ROLLING TO FILL THE VOIDS BETWEEN THE SOD PANELS AND TO EVEN OUT INCONSISTENCIES IN THE SOD, CLEAN SAND, AS APPROVED BY THE OWNER'S REPRESENTATIVE, SHALL BE UNIFORMLY SPREAD OVER THE ENTIRE SURFACE OF THE SOD AND THOROUGHLY WATERED IN. FERTILIZE INSTALLED SOD AS ALLOWED BY PROPERTY'S JURISDICTIONAL AUTHORITY.

5. DURING DELIVERY, PRIOR TO, AND DURING THE PLANTING OF THE LAWN AREAS, THE SOD PANELS SHALL AT ALL TIMES BE PROTECTED FROM EXCESSIVE DRYING AND UNNECESSARY EXPOSURE OF THE ROOTS TO THE SUN. ALL SOD SHALL BE STACKED SO AS NOT TO BE DAMAGED BY SWEATING OR EXCESSIVE HEAT AND MOISTURE.

6. LAWN MAINTENANCE

a. WITHIN THE CONTRACT LIMITS, THE CONTRACTOR SHALL PRODUCE A DENSE, WELL ESTABLISHED LAWN. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR AND RE-SODDING OF ALL ERODED, SUNKEN OR BARE SPOTS (LARGER THAN 12"X12") UNTIL CERTIFICATION OF ACCEPTANCE BY THE OWNER'S REPRESENTATIVE. REPAIRED SODDING SHALL BE ACCOMPLISHED AS IN THE ORIGINAL WORK (INCLUDING REGRADING IF NECESSARY).

b. CONTRACTOR RESPONSIBLE FOR ESTABLISHING AND MAINTAINING SOD/LAWN UNTIL ACCEPTANCE BY THE OWNER'S REPRESENTATIVE. PRIOR TO AND UPON ACCEPTANCE, CONTRACTOR TO PROVIDE WATERING/IRRIGATION SCHEDULE TO OWNER. OBSERVE ALL APPLICABLE WATERING RESTRICTIONS AS SET FORTH BY THE PROPERTY'S JURISDICTIONAL AUTHORITY.

Q. CLEANUP

UPON COMPLETION OF ALL PLANTING WORK AND BEFORE FINAL ACCEPTANCE, THE CONTRACTOR SHALL REMOVE ALL MATERIAL, EQUIPMENT, AND DEBRIS RESULTING FROM HIS WORK. ALL PAVED AREAS SHALL BE CLEANED AND THE SITE LEFT IN A NEAT AND ACCEPTABLE CONDITION AS APPROVED BY THE OWNER'S REPRESENTATIVE.

R. PLANT MATERIAL MAINTENANCE

ALL PLANTS AND PLANTING INCLUDED UNDER THIS CONTRACT SHALL BE MAINTAINED BY WATERING, CULTIVATING, SPRAYING, AND ALL OTHER OPERATIONS (SUCH AS RE-STAKING OR REPAIRING GUY SUPPORTS) NECESSARY TO INSURE A HEALTHY PLANT CONDITION BY THE CONTRACTOR UNTIL CERTIFICATION OF ACCEPTANCE BY THE OWNER'S REPRESENTATIVE.

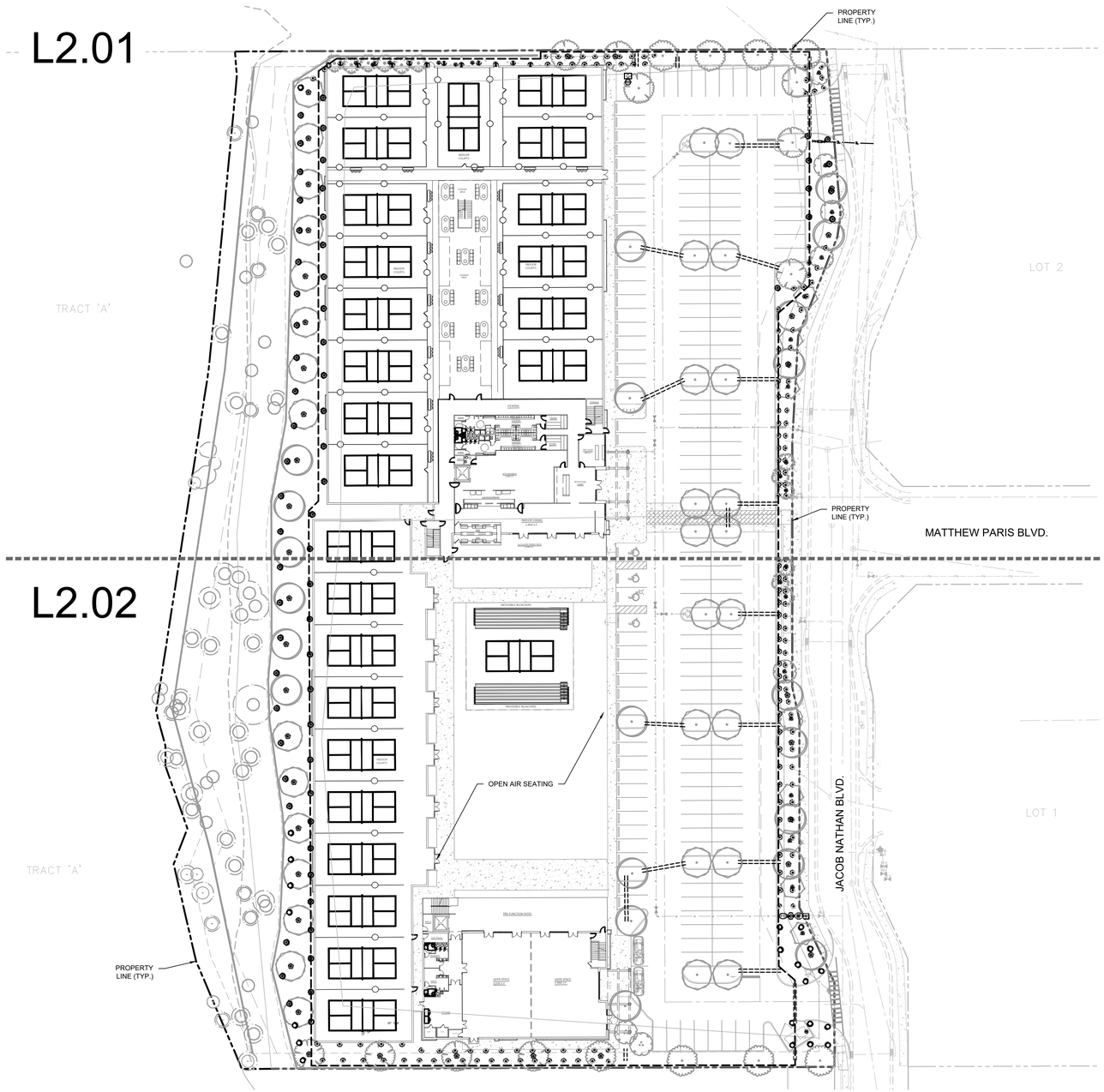
S. FINAL INSPECTION AND ACCEPTANCE OF WORK

FINAL INSPECTION AT THE END OF THE WARRANTY PERIOD SHALL BE ON PLANTING, CONSTRUCTION AND ALL OTHER INCIDENTAL WORK PERTAINING TO THIS CONTRACT. ANY REPLACEMENT AT THIS TIME SHALL BE SUBJECT TO THE SAME ONE (1) YEAR WARRANTY (OR AS SPECIFIED BY THE LANDSCAPE ARCHITECT OR OWNER IN WRITING) BEGINNING WITH THE TIME OF REPLACEMENT AND ENDING WITH THE SAME INSPECTION AND ACCEPTANCE HEREIN DESCRIBED.

T. WARRANTY

1. THE LIFE AND SATISFACTORY CONDITION OF ALL PLANT MATERIAL INSTALLED (INCLUDING SOD) BY THE LANDSCAPE CONTRACTOR SHALL BE WARRANTED BY THE CONTRACTOR FOR A MINIMUM OF ONE (1) CALENDAR YEAR COMMENCING AT THE TIME OF CERTIFICATION OF ACCEPTANCE BY THE OWNER'S REPRESENTATIVE.

2. ANY PLANT NOT FOUND IN A HEALTHY GROWING CONDITION AT THE END OF THE WARRANTY PERIOD SHALL BE REMOVED FROM THE SITE AND REPLACED AS SOON AS WEATHER CONDITIONS PERMIT. ALL REPLACEMENTS SHALL BE PLANTS OF THE SAME KIND AND SIZE AS SPECIFIED IN THE PLAN



IRRIGATION SCHEDULE

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	PSI
LCS SST RCS	RAIN BIRD R-VAN-STRIP RD-06-S-P45-F-NP TURF ROTARY, 8FT.-14FT. - AND HAND ADJUSTABLE MULTI-STREAM ROTARY W/ RD1800 TURF SPRAY BODY ON 6IN. POP-UP, WITH CHECK VALVE AND 45 PSI IN-STEM PRESSURE REGULATOR. FLOW SHIELD TECH. 1/2IN. NPT FEMALE THREADED INLET. W/ NON-POTABLE PURPLE CAP.	13	45
14 ADJ 14 F	RAIN BIRD R-VAN14 RD-06-S-P45-F-NP TURF ROTARY, 8FT.-14FT. 45-270 DEGREES AND 360 DEGREES. HAND ADJUSTABLE MULTI-STREAM ROTARY W/RD1800 TURF SPRAY BODY ON 6IN. POP-UP, WITH CHECK VALVE AND 45 PSI IN-STEM PRESSURE REGULATOR. FLOW SHIELD TECH. 1/2IN. NPT FEMALE THREADED INLET. W/ NON-POTABLE PURPLE CAP.	152	45
18 ADJ 18 F	RAIN BIRD R-VAN18 RD-06-S-P45-F-NP TURF ROTARY, 13FT.-18FT. 45-270 DEGREES AND 360 DEGREES. HAND ADJUSTABLE MULTI-STREAM ROTARY W/RD1800 TURF SPRAY BODY ON 6IN. POP-UP, WITH CHECK VALVE AND 45 PSI IN-STEM PRESSURE REGULATOR. FLOW SHIELD TECH. 1/2IN. NPT FEMALE THREADED INLET. W/ NON-POTABLE PURPLE CAP.	22	45
24 ADJ 24 F	RAIN BIRD R-VAN24 RD-06-S-P45-F-NP TURF ROTARY, 17FT.-24FT. 45-270 DEGREES AND 360 DEGREES. HAND ADJUSTABLE MULTI-STREAM ROTARY W/RD1800 TURF SPRAY BODY ON 6IN. POP-UP, WITH CHECK VALVE AND 45 PSI IN-STEM PRESSURE REGULATOR. FLOW SHIELD TECH. 1/2IN. NPT FEMALE THREADED INLET. W/ NON-POTABLE PURPLE CAP.	63	45

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY
	RAIN BIRD XFDEP-09-12 DRIP RING	37
	RAIN BIRD XFDEP-09-12 DRIP RING - ORNAMENTAL	26
	AREA TO RECEIVE DRIPLINE RAIN BIRD XFDEP-09-12 XFDE ON-SURFACE PRESSURE COMPENSATING LANDSCAPE DRIPLINE. 0.9 GPH EMITTERS AT 12" O.C. DRIPLINE LATERALS SPACED AT 12" APART, WITH EMITTERS OFFSET FOR TRIANGULAR PATTERN. UV & KINK RESISTANT. USE XF INSERT FITTINGS.	13,418 LF

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY
MCV	RAIN BIRD PESB-PRS-D 1" 1IN., 1-1/2IN., 2IN., 3IN. PLASTIC INDUSTRIAL MASTER VALVES. LOW FLOW OPERATING CAPABILITY, GLOBE CONFIGURATION. WITH PRESSURE REGULATING MODULE, AND SCRUBBER TECHNOLOGY FOR RELIABLE PERFORMANCE IN DIRTY WATER IRRIGATION APPLICATIONS.	1
BF	FEBCO 825Y 1" REDUCED PRESSURE BACKFLOW PREVENTER	1
C	RAIN BIRD ESPLXME2 W/ (3) ESPLXMSM12 48 STATION, TRADITIONALLY-WIRED, COMMERCIAL CONTROLLER. (1) ESPLXME2 12-STATION, INDOOR/OUTDOOR, PLASTIC WALL-MOUNT ENCLOSURE W/ (3) ESPLXMSM12 - 12-STATION EXPANSION MODULES.	1
RS	RAIN BIRD WR2-RC WIRELESS RAIN SENSOR COMBO, INCLUDES 1 RECEIVER AND 1 RAIN SENSOR TRANSMITTER.	1
FS	RAIN BIRD FS-100-P 1IN. FLOW SENSOR, PLASTIC PVC MODEL. SUGGESTED OPERATING RANGE 5.4 GPM TO 54 GPM. SIZE FOR FLOW NOT ACCORDING TO PIPE SIZE. RAIN BIRD COMPATIBLE CONTROLLERS: ESP-LXIVM(P)	LXD	LXME2(P)	ME3, OR CONTROLLERS ACCEPTING CUSTOM K-FACTOR AND OFFSET. INSTALL IN RAIN BIRD VALVE BOX	1
M	WATER METER 1"	1
	IRRIGATION MAINLINE: PVC SCHEDULE 40	1,987 LF
	PIPE SLEEVE: PVC SCHEDULE 40 - LATERAL SLEEVE	501.9 LF
	PIPE SLEEVE: PVC SCHEDULE 40 - MAINLINE SLEEVE	67.1 LF

FLOW TOTALS
Area for Dripline: 201.3
Drip Ring: 33.0
Turf Rotary: 218.5
Total: 452.9 GPM

IRRIGATION NOTES

1. CONTRACTOR SHALL VERIFY ALL DIMENSIONS, ELEVATIONS, EQUIPMENT QUANTITIES, ETC. PRIOR TO BEGINNING WORK.
2. CONTRACTOR SHALL NOTIFY LANDSCAPE ARCHITECT OF ANY DISCREPANCIES IN PLANS OR SPECIFICATIONS PRIOR TO BEGINNING OR CONTINUING WORK.
3. THE CONTRACTOR SHALL MAKE NO SUBSTITUTIONS, DELETIONS, OR ADDITIONS TO THIS PLAN WITHOUT APPROVAL OF THE LANDSCAPE ARCHITECT.
4. ALL CONSTRUCTION SHALL CONFORM TO CITY, COUNTY, STATE, AND FEDERAL REQUIREMENTS. IT SHALL BE THE RESPONSIBILITY OF THE IRRIGATION CONTRACTOR TO ENSURE THAT ALL IRRIGATION EQUIPMENT MEETS GOVERNMENT REGULATIONS. CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR OBTAINING ANY NECESSARY PERMITS OR APPROVALS.
5. THIS PLAN IS SCHEMATIC AND DUE TO THE NATURE OF CONSTRUCTION SLIGHT FIELD MODIFICATIONS MAY BE NECESSARY TO IMPLEMENT PLAN.
6. CONTRACTOR TO VERIFY ACTUAL AVAILABLE WATER PRESSURE BEFORE BEGINNING INSTALLATION. CONTRACTOR SHALL NOTIFY LANDSCAPE ARCHITECT IF AVAILABLE WATER PRESSURE WILL NOT ALLOW SYSTEM MODIFICATION TO BE POSSIBLE.
7. IRRIGATION SYSTEMS CONNECTED TO POTABLE WATER SUPPLY, SHALL HAVE A BACKFLOW PREVENTER INSTALLED.
8. WHERE APPLICABLE IRRIGATION HEADS ARE TO BE ADJUSTED FOR COMPLETE COVERAGE WITH MINIMUM OVER SPRAY BEYOND LANDSCAPE AREAS.
9. EXISTING TREES TO REMAIN ARE TO BE PROTECTED FROM DAMAGE. DO NOT TRENCH OR EXCAVATE WITHIN THE CRITICAL ROOT ZONE OF ANY TREE.
10. ALL IRRIGATION SLEEVING TO BE THE RESPONSIBILITY OF THE IRRIGATION CONTRACTOR. ELECTRICAL WIRES FOR IRRIGATION VALVES AND IRRIGATION LINES ARE TO BE PLACED IN SEPARATE SLEEVES.
11. IRRIGATION CONTRACTOR SHALL REVIEW WINTERIZATION PROCEDURES FOR IRRIGATION SYSTEM WITH OWNER'S REPRESENTATIVE.
12. ALL PLANT MATERIAL IN TREE HOLDING AREAS SHALL BE MANUALLY WATERED/IRRIGATED TO KEEP MOIST UNTIL PLANTED.
13. CONTRACTOR TO PROVIDE PERMANENT BENCH-MARKS ON ALL CURB LINES AT RELATED SLEEVE LOCATIONS (TYP).
14. THE IRRIGATION SYSTEM SHALL BE DESIGNED AND INSTALLED TO MINIMIZE ROOT DISTURBANCE IN EXISTING TREES.
15. IRRIGATION SPRAYS AND ROTORS ARE NOT COMBINED ON THE SAME CONTROL VALVE CIRCUIT - LANDSCAPE BEDS AND TURF ON SEPARATE CIRCUITS.
16. MATCH PRECIPITATION RATES WITH ANY HEADS THAT ARE REPLACED.

NOTE: IF SOURCE TO BE RECLAIMED (NON-POTABLE) ALL EQUIPMENT TO BE INDICATED AS SUCH AND PURPLE IN COLOR. FOLLOW ALL LOCAL JURISDICTION STANDARDS FOR RECLAIMED IRRIGATION SYSTEMS.

IRRIGATION CONTRACTOR IS RESPONSIBLE FOR PERFORMING ALL NECESSARY MODIFICATIONS REQUIRED TO MEET THE SCHEMATIC INTENT OF THESE PLANS PRIOR TO SUBMITTING PROPOSAL. THESE PLANS OUTLINE THE OVERALL LAYOUT THE SYSTEM AND IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO ZONE THE SYSTEM ACCORDINGLY BASED ON FLOW AND PRESSURE AVAILABLE. CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE FOLLOWING BUT NOT LIMITED TO AVAILABLE FLOW, AVAILABLE PRESSURE, CONNECTION ASSEMBLY, CAPACITY OF THE SYSTEM.

NORTH

GRAPHIC SCALE IN FEET
0 20 40 80

CALL 2 WORKING DAYS BEFORE YOU DIG
IT'S THE LAW! DIAL 811
Know what's below. Call before you dig.
SUNSHINE STATE ONE CALL OF FLORIDA, INC.

No.	REVISIONS	DATE	BY

Kimley»Horn
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200 S. ORANGE AVENUE, SUITE 600, ORLANDO, FL
PHONE: (407) 898-1511
WWW.KIMLEY-HORN.COM REGISTRY No. 35106

LICENSED PROFESSIONAL
DATE: 8/22/2025

KHA PROJECT 249503000
DATE 01/22/2024
SCALE AS SHOWN
DESIGNED BY KHA
DRAWN BY RYP
CHECKED BY ASIL

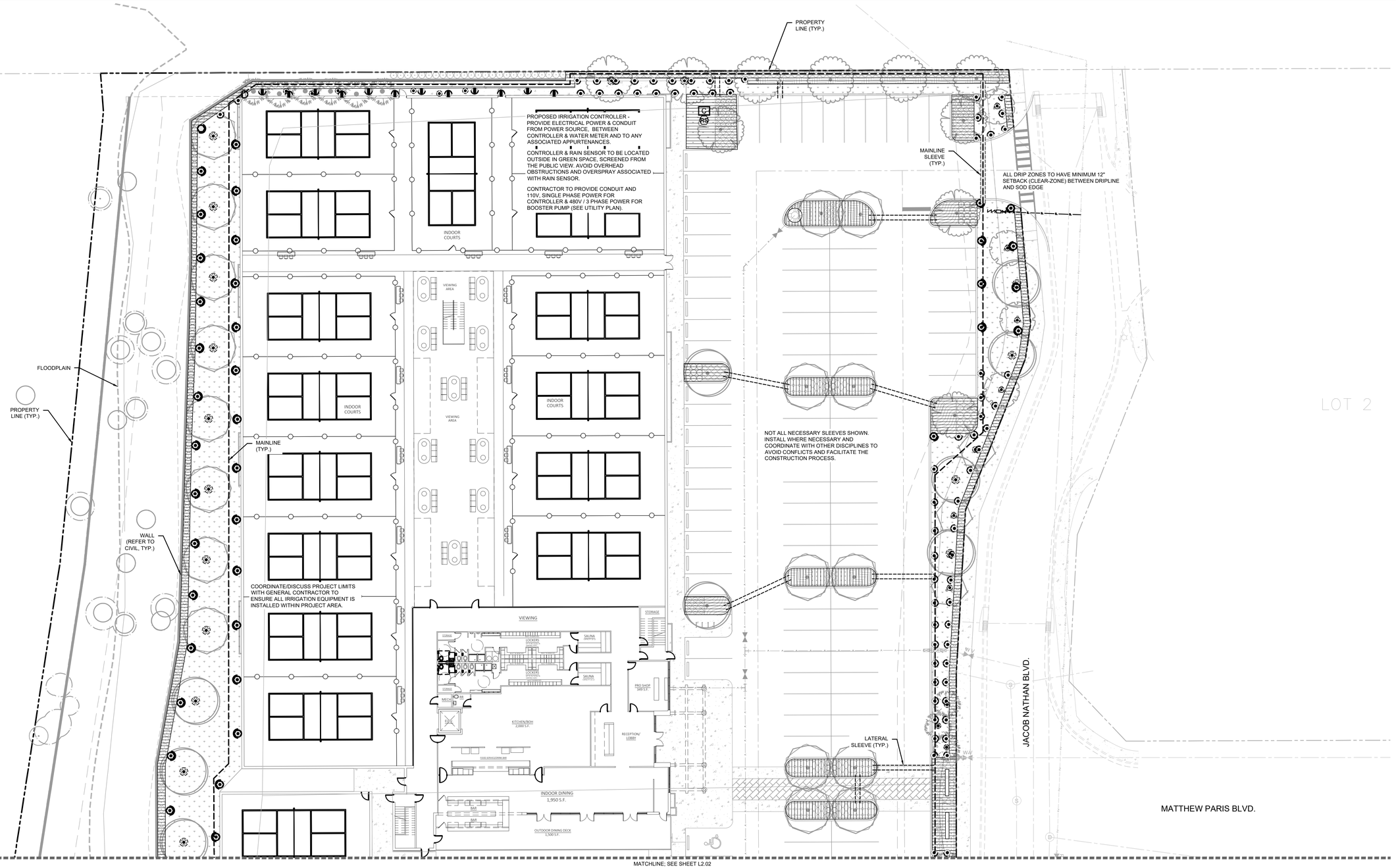
OVERALL IRRIGATION PLAN

OCOEE PICKLE BALL MASS GRADING

CITY OF OCOEE FLORIDA

SHEET NUMBER
L2.00

Plotted By:Legget, Chris Sheet Set:Ocoee Pickleball Construction Plans Layout:L2.00 August 22, 2025 11:06:19am K:\orl_civil\249503000-ocoee pickleball complex\CADD\CONST\plotsheets\L2.00_IRRIGATION PLAN.dwg
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MATCHLINE; SEE SHEET L2.02

IRRIGATION SCHEDULE

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	PSI
LCS SST RCS	RAIN BIRD R-VAN-STRIP RD-06-S-P45-F-NP TURF ROTARY, 8FT.-14FT. - AND HAND ADJUSTABLE MULTI-STREAM ROTARY W/ RD1800 TURF SPRAY BODY ON 6IN. POP-UP, WITH CHECK VALVE AND 45 PSI IN-STEM PRESSURE REGULATOR. FLOW SHIELD TECH. 1/2IN. NPT FEMALE THREADED INLET. W/ NON-POTABLE PURPLE CAP.	13	45
14 ADJ 14 F	RAIN BIRD R-VAN14 RD-06-S-P45-F-NP TURF ROTARY, 8FT.-14FT. 45-270 DEGREES AND 360 DEGREES. HAND ADJUSTABLE MULTI-STREAM ROTARY W/RD1800 TURF SPRAY BODY ON 6IN. POP-UP, WITH CHECK VALVE AND 45 PSI IN-STEM PRESSURE REGULATOR. FLOW SHIELD TECH. 1/2IN. NPT FEMALE THREADED INLET. W/ NON-POTABLE PURPLE CAP.	152	45
18 ADJ 18 F	RAIN BIRD R-VAN18 RD-06-S-P45-F-NP TURF ROTARY, 13FT.-18FT. 45-270 DEGREES AND 360 DEGREES. HAND ADJUSTABLE MULTI-STREAM ROTARY W/RD1800 TURF SPRAY BODY ON 6IN. POP-UP, WITH CHECK VALVE AND 45 PSI IN-STEM PRESSURE REGULATOR. FLOW SHIELD TECH. 1/2IN. NPT FEMALE THREADED INLET. W/ NON-POTABLE PURPLE CAP.	22	45
24 ADJ 24 F	RAIN BIRD R-VAN24 RD-06-S-P45-F-NP TURF ROTARY, 17FT.-24FT. 45-270 DEGREES AND 360 DEGREES. HAND ADJUSTABLE MULTI-STREAM ROTARY W/RD1800 TURF SPRAY BODY ON 6IN. POP-UP, WITH CHECK VALVE AND 45 PSI IN-STEM PRESSURE REGULATOR. FLOW SHIELD TECH. 1/2IN. NPT FEMALE THREADED INLET. W/ NON-POTABLE PURPLE CAP.	63	45

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY
	RAIN BIRD XFDEP-09-12 DRIP RING	37
	RAIN BIRD XFDEP-09-12 DRIP RING - ORNAMENTAL	26
	AREA TO RECEIVE DRIPLINE RAIN BIRD XFDEP-09-12 XFDE ON-SURFACE PRESSURE COMPENSATING LANDSCAPE DRIPLINE. 0.9 GPH EMITTERS AT 12" O.C. DRIPLINE LATERALS SPACED AT 12" APART, WITH EMITTERS OFFSET FOR TRIANGULAR PATTERN. UV & KINK RESISTANT. USE XF INSERT FITTINGS.	13,418 LF

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY
MCV	RAIN BIRD PESB-PRS-D 1" 1IN., 1-1/2IN., 2IN., 3IN. PLASTIC INDUSTRIAL MASTER VALVES. LOW FLOW OPERATING CAPABILITY, GLOBE CONFIGURATION. WITH PRESSURE REGULATING MODULE. AND SCRUBBER TECHNOLOGY FOR RELIABLE PERFORMANCE IN DIRTY WATER IRRIGATION APPLICATIONS.	1
BF	FEBCO 825Y 1" REDUCED PRESSURE BACKFLOW PREVENTER	1
C	RAIN BIRD ESPLXME2 W/ (3) ESPLXMSM12 48 STATION, TRADITIONALLY-WIRED, COMMERCIAL CONTROLLER. (1) ESPLXME2 12-STATION. INDOOR/OUTDOOR. PLASTIC WALL-MOUNT ENCLOSURE W/ (3) ESPLXMSM12 - 12-STATION EXPANSION MODULES.	1
RS	RAIN BIRD WR2-RC WIRELESS RAIN SENSOR COMBO, INCLUDES 1 RECEIVER AND 1 RAIN SENSOR TRANSMITTER.	1

FS	RAIN BIRD FS-100-P 1IN. FLOW SENSOR, PLASTIC PVC MODEL. SUGGESTED OPERATING RANGE 5.4 GPM TO 54 GPM. SIZE FOR FLOW NOT ACCORDING TO PIPE SIZE. RAIN BIRD COMPATIBLE CONTROLLERS: ESP-LXIVM(P) | LXD | LXME2(P) | ME3, OR CONTROLLERS ACCEPTING CUSTOM K-FACTOR AND OFFSET. INSTALL IN RAIN BIRD VALVE BOX	1
M	WATER METER 1"	1
	IRRIGATION MAINLINE: PVC SCHEDULE 40	1,987 LF
	PIPE SLEEVE: PVC SCHEDULE 40 - LATERAL SLEEVE	501.9 LF
	PIPE SLEEVE: PVC SCHEDULE 40 - MAINLINE SLEEVE	67.1 LF

FLOW TOTALS

Area for Dripline:	201.3
Drip Ring:	33.0
Turf Rotary:	218.5
Total:	452.9 GPM

NORTH

GRAPHIC SCALE IN FEET
0 10 20 40

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IT'S THE LAW! DIAL 811
811 Know what's below. Call before you dig.
SUNSHINE STATE ONE CALL OF FLORIDA, INC.

No.	REVISIONS	DATE	BY

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LICENSED PROFESSIONAL

DATE: 8/22/2025

KHA PROJECT 249503000
DATE 01/22/2024
SCALE AS SHOWN
DESIGNED BY KHA
DRAWN BY RYP
CHECKED BY ASIL

IRRIGATION PLAN

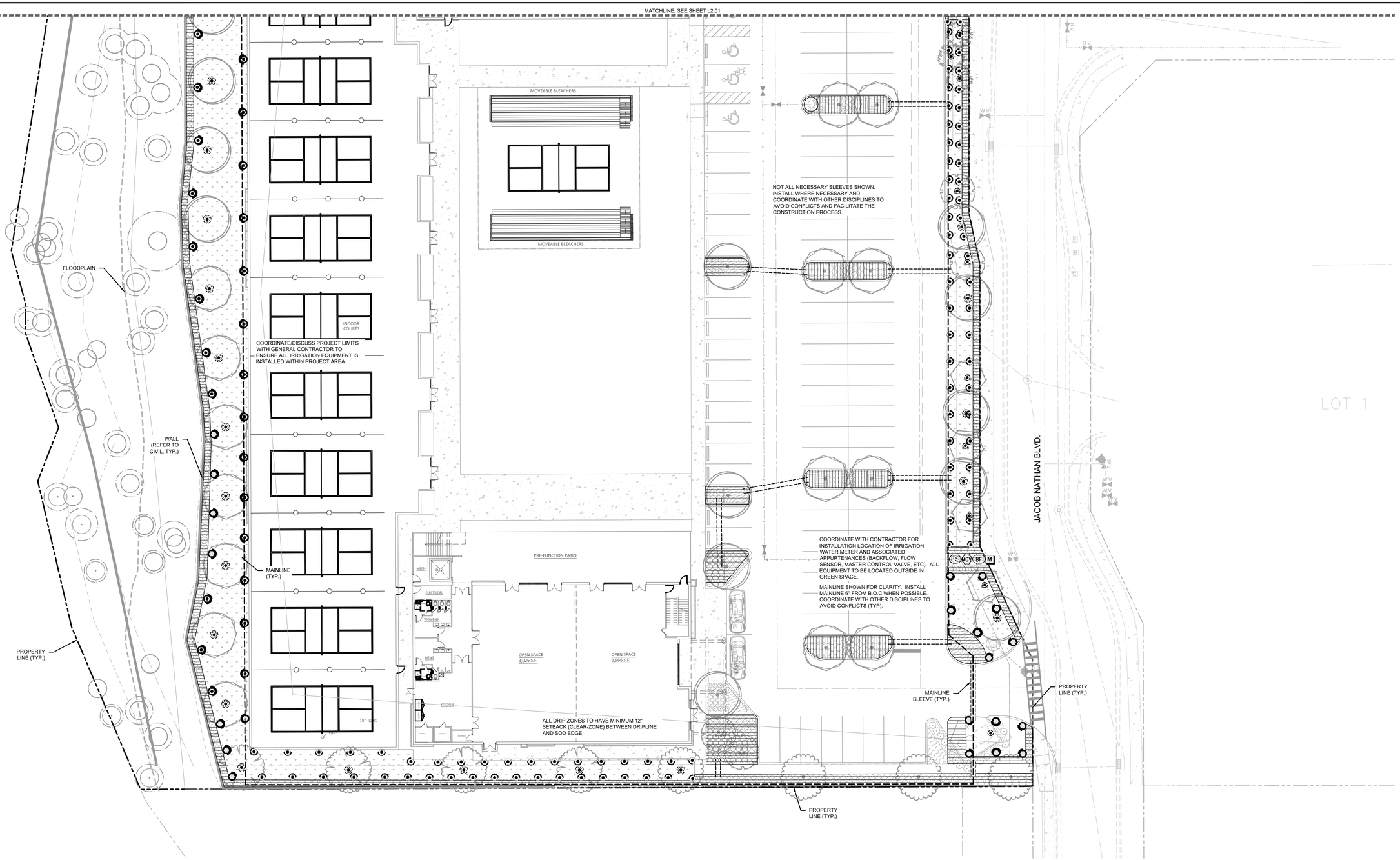
OCOEE PICKLE BALL MASS GRADING

CITY OF OCOEE FLORIDA

SHEET NUMBER L2.01

Plotted By:Lippert, Chris Sheet Set:Ocoee Pickleball Construction Plans Layout:L2.01 August 22, 2025 11:06:29am K:\orl_civil\249503000-ocoee pickleball complex\CADD\CONST\plotsheets\L2.00_IRRIGATION PLAN.dwg
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Plotted By:Leppert, Chris Sheet Set:Ocoee Pickleball Construction Plans Layout:L2.02 August 22, 2025 11:06:41am K:\orl_civil\249503000-ocoee pickleball complex\CADD\CONST\plansheets\L2.00_IRRIGATION PLAN.dwg
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M	WATER METER 1"	1
	IRRIGATION MAINLINE: PVC SCHEDULE 40	1,987 LF
	PIPE SLEEVE: PVC SCHEDULE 40 - LATERAL SLEEVE	501.9 LF
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Drip Ring: 33.0
Turf Rotary: 218.5
Total: 452.9 GPM

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LICENSED PROFESSIONAL
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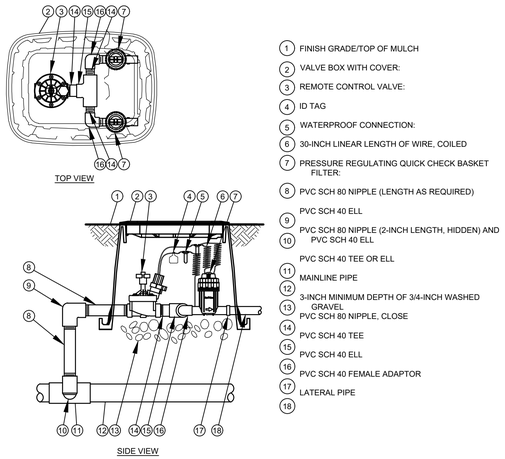
KHA PROJECT 249503000
DATE 01/22/2024
SCALE AS SHOWN
DESIGNED BY KHA
DRAWN BY RYP
CHECKED BY ASIL

IRRIGATION PLAN

OCOEE PICKLE BALL MASS GRADING

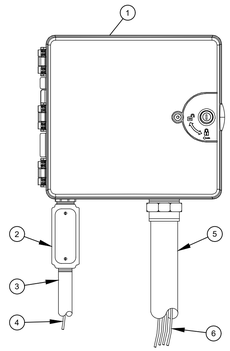
FLORIDA
CITY OF OCOEE

SHEET NUMBER
L2.02



1. FINISH GRADE/TOP OF MULCH
2. VALVE BOX WITH COVER:
3. REMOTE CONTROL VALVE:
4. ID TAG
5. WATERPROOF CONNECTION:
6. 30-INCH LINEAR LENGTH OF WIRE, COILED
7. PRESSURE REGULATING QUICK CHECK BASKET FILTER:
8. PVC SCH 80 NIPPLE (LENGTH AS REQUIRED)
9. PVC SCH 40 ELL
10. PVC SCH 80 NIPPLE (2-INCH LENGTH, HIDDEN) AND PVC SCH 40 ELL
11. PVC SCH 40 TEE OR ELL
12. MAINLINE PIPE
13. 3-INCH MINIMUM DEPTH OF 3/4-INCH WASHED GRAVEL
14. PVC SCH 80 NIPPLE, CLOSE
15. PVC SCH 40 TEE
16. PVC SCH 40 ELL
17. PVC SCH 40 FEMALE ADAPTOR
18. LATERAL PIPE

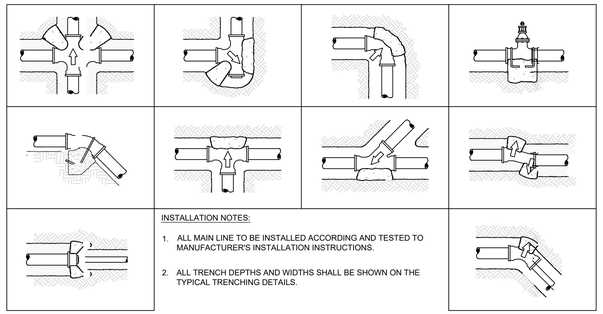
1 L2.50 COMMERCIAL CONTROL DRIP ZONE VALVE KIT
SECTION / PLAN — NTS



1. IRRIGATION CONTROLLER: CONTROLLER (OWNER TO SPECIFY WALL MOUNT OR STAINLESS STEEL PEDESTAL MOUNT). INSTALL PER MANUFACTURER'S RECOMMENDATIONS.
2. JUNCTION BOX
3. 1-INCH CONDUIT AND FITTINGS TO POWER SUPPLY
4. POWER SUPPLY WIRE
5. 2-INCH CONDUIT AND FITTINGS FOR STATION WIRES
6. WIRES TO REMOTE CONTROL VALVES

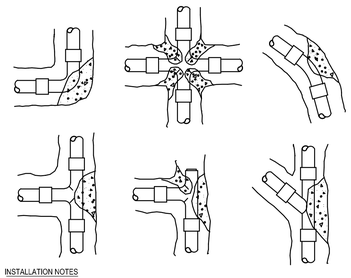
NOTES:
1. FOR EASE OF INSTALLATION INTO A CONTROLLER WITH MORE THAN 24 STATIONS, INSTALL A JUNCTION BOX AT THE BASE OF CONTROLLER AND TRANSITION LARGER VALVE AND COMMON WIRES FROM FIELD TO 18 AWG MULTI CONDUCTOR WIRE TO BE USED IN CONTROLLER.
2. USE STEEL CONDUIT FOR ABOVE GRADE AND SCH 40 PVC CONDUIT FOR BELOW GRADE CONDITIONS.
3. PROVIDE PROPER GROUNDING COMPONENTS TO ACHIEVE GROUND RESISTANCE OF 10 OHMS OR LESS.

2 L2.50 TYPICAL CONTROLLER
ELEVATION — NTS



INSTALLATION NOTES:
1. ALL MAIN LINE TO BE INSTALLED ACCORDING AND TESTED TO MANUFACTURER'S INSTALLATION INSTRUCTIONS.
2. ALL TRENCH DEPTHS AND WIDTHS SHALL BE SHOWN ON THE TYPICAL TRENCHING DETAILS.

3 L2.50 TYPICAL THRUST BLOCK
SECTION — NTS



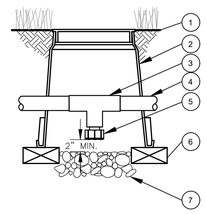
INSTALLATION NOTES
1. 3000 PSI CONCRETE OR BETTER IS TO BE USED FOR THRUST BLOCKS.
2. FOR 45°/90° FITTINGS, MINIMUM OF 2 CUBIC FEET OF CONCRETE TO BE USED.
3. FOR 22-1/2° FITTINGS, MINIMUM OF 0.5 CUBIC FEET OF CONCRETE TO BE USED.
4. FOR TEES, MINIMUM OF 2 CUBIC FEET OF CONCRETE TO BE USED. THRUST

BLOCKS REQUIRED FOR IRRIGATION MAINLINE 2 1/2" AND LARGER.

4 L2.50 THRUST BLOCK REINFORCEMENT
SECTION — NTS

LINE BOTTOM OF VALVE PIT WITH LANDSCAPE FABRIC. MAINTAIN CLEAR SPACE BETWEEN BOTTOM OF VALVE PIT AND VALVE. DO NOT ALLOW BOX TO REST ON PIPE.

5 L2.50 TYPICAL CONTROL VALVE
SECTION — NTS



1. FINISH GRADE/TOP OF MULCH
2. VALVE BOX WITH COVER:
3. PVC SCH 40 TEE
4. PVC LATERAL PIPE
5. FILTERED DRAIN VALVE:
6. BRICK (1 OF 2)
7. 6-INCH MINIMUM DEPTH OF 3/4-INCH WASHED GRAVEL

6 L2.50 DRAIN VALVE
SECTION — NTS

1. TURF GRASS
2. VALVE BOX LID
3. FINISH GRADE
4. ½" AIR RELIEF VALVE: TO BE INSTALLED AT HIGH POINTS IN DRIP ZONE
5. ½" X ¾" PVC REDUCER BUSHING
6. BARB X FEMALE THREAD CONNECTOR:
7. ½" BLANK DRIPLINE TUBING:
8. BARB X MALE THREAD CONNECTOR:
9. PVC TEE CONNECTED TO PVC HEADER PIPE
10. 3" MINIMUM DEPTH OF ¾" WASHED GRAVEL
11. BRICK (1 OF 2)

7 L2.50 AIR RELIEF VALVE IN XFS DRIP LINE
SECTION — NTS

8 L2.50 TYPICAL IRRIGATION HEAD
SECTION — NTS

CONTRACTOR TO REFER TO IRRIGATION PLAN FOR LOCATION OF CONTROL VALVES THAT UTILIZE MULTIPLE DRIPLINE SUPPLY CONNECTIONS. IF NOT SHOWN, INSTALL WITHIN ADJACENT GREEN AREA NOT IN A HIGHLY VISIBLE AREA.

NOTE:
1. DRIP TUBING TO BE ROUTED IN THE PLANT MATERIAL BED WITH AT MAXIMUM LATERAL SPACING OF 16 INCHES.
2. DRIP TUBING TO BE INSTALLED IN A GRID PATTERN. DRIP TUBING SHALL NOT BE INSTALLED IN A LONG CONTINUOUS RUN.
3. CONTRACTOR TO REFER TO IRRIGATION PLAN FOR LOCATION OF CONTROL VALVES THAT UTILIZE MULTIPLE DRIPLINE SUPPLY CONNECTIONS (IF SHOWN).

9 L2.50 TYPICAL DRIP LINE
PLAN — NTS

10 L2.50 TYPICAL SLEEVING
SECTION — NTS

11 L2.50 TYPICAL TRENCHING
SECTION / PLAN — NTS

NOTE: BUBBLER SHALL NOT BE PLACED AT TRUNK FLARE.

12 L2.50 TYPICAL BUBBLER
SECTION — NTS

Plotted By: Leppert, Chris Sheet Set: Ocoee Pickleball Construction Plans Layout: L2.50 August 22, 2025 11:06:44am K:\orl_civil\249503000-ocoee pickleball complex\CADD\CONST\plansheet\L2.00 IRRIGATION PLAN.dwg
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LICENSED PROFESSIONAL
DATE: 8/22/2025

KHA PROJECT 249503000
DATE 01/22/2024
SCALE AS SHOWN
DESIGNED BY KHA
DRAWN BY RYP
CHECKED BY ASIL

IRRIGATION DETAILS

OCOEE PICKLE BALL MASS GRADING
CITY OF OCOEE FLORIDA

SHEET NUMBER
L2.50



BI-LINGUAL LAWNBOSS™ RECLAIMED WATER WARNING SIGN AND STAKE (BY RECYCLE REMINDERS - PART# K-9493, COLOR PURPLE) TO BE UTILIZED WHERE INDICATED ON PLANS. CONTRACTOR TO INSTALL PER MANUFACTURER'S SPECIFICATIONS.

WWW.RECYCLEREMINDERS.COM

1 L2.51 RECLAIMED WATER WARNING SIGN 1" = 1"

IRRIGATION SYSTEM NOTES:

1. THE IRRIGATION MAINLINE LAYOUT IS DIAGRAMMATIC. ANY CHANGES MADE IN THE IRRIGATION MAINLINE DUE TO FIELD CONDITIONS OR CONTRACTOR'S SUBMITTED DESIGN SHALL BE IN ACCORDANCE WITH THESE STANDARDS.
2. SET SPRAY HEADS 6" AND ROTORS 12" IN FROM BACK OF CURB OR 24" IF PAVEMENT HAS NO CURB.
3. IRRIGATION CONTRACTOR IS RESPONSIBLE FOR PERFORMING ALL NECESSARY MODIFICATIONS REQUIRED TO MEET THE SCHEMATIC INTENT OF THESE PLANS PRIOR TO SUBMITTING PROPOSAL. THESE PLANS OUTLINE THE OVERALL LAYOUT THE SYSTEM AND IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO ZONE THE SYSTEM ACCORDINGLY BASED ON FLOW AND PRESSURE AVAILABLE. CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE FOLLOWING BUT NOT LIMITED TO AVAILABLE FLOW, AVAILABLE PRESSURE, CONNECTION ASSEMBLY, CAPACITY OF THE SYSTEM.
4. CONTRACTOR TO PROVIDE NEW AUTOMATIC CONTROLLER FOR PROPOSED SYSTEM (NO BATTERY OPERATED CONTROLLERS ALLOWED). COORDINATE LOCATION WITH OWNER.
5. CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AUTOMATIC RAIN SENSOR. COORDINATE LOCATION W/ OWNER.
6. IRRIGATION SHALL NOT BE COMBINED ON A SINGLE ZONE AND SHALL BE ZONED ACCORDING TO IRRIGATION TYPE, PRECIPITATION RATE, AND THE SYSTEM'S AVAILABLE WATER / PRESSURE. CONTRACTOR TO SUBMIT SHOP DRAWINGS TO OWNER FOR REVIEW PRIOR TO INSTALLATION.
7. VERIFY LOCATIONS OF ALL UNDERGROUND UTILITIES PRIOR TO INSTALLATION OF IRRIGATION SYSTEM. ALL UTILITIES AND STRUCTURES MAY NOT BE SHOWN ON THESE PLANS-CONTRACTOR SHALL FIELD VERIFY.
8. CONTRACTOR TO FIELD VERIFY ALL POINT OF CONNECTION SOURCE INFORMATION INCLUDING PSI AND GPM PRIOR TO CONSTRUCTION.
9. INSTALLATION OF WORK SHALL BE COORDINATED WITH OTHER CONTRACTORS IN SUCH A MANNER AS TO ALLOW FOR A SPEEDY AND ORDERLY COMPLETION OF ALL WORK ON-SITE.
10. CONTRACTOR SHALL COORDINATE WITH THE PLANTING PLAN FOR PLANTER BED AND TREE LOCATIONS TO ENSURE ALL PLANT MATERIAL IS COVERED BY 100% HEAD-TO-HEAD IRRIGATION.
11. CONTRACTOR SHALL PROVIDE "AS-BUILT" DRAWINGS OF THE FINAL INSTALLATION TO OWNER AT SUBSTANTIAL COMPLETION BEFORE RECEIVING FINAL PAYMENT.
12. PRODUCTS SHALL BE AS SPECIFIED OR APPROVED EQUAL.

PRE-APPROVED MANUFACTURERS:
1. TORO
2. HUNTER
3. RAINBIRD

13. IRRIGATION CONTRACTOR SHALL SECURE ANY AND ALL NECESSARY PERMITS FOR THE WORK PRIOR TO COMMENCEMENT OF HIS OPERATIONS ON-SITE. COPIES OF THE PERMITS SHALL BE SENT TO THE OWNER/GENERAL CONTRACTOR. WORK IN THE R.O.W. SHALL CONFORM TO THE STANDARDS AND SPECIFICATIONS OF LOCAL AND/OR STATE JURISDICTION.
14. LOCATE ALL IRRIGATION LINES WITHIN LANDSCAPED AREAS WHENEVER POSSIBLE. ALL LINES UNDER PAVEMENT MUST BE SLEEVED WITHIN SCH. 40 PVC 2x SIZE OF PIPE AND FREE OF STONES/DEBRIS. ALL VALVES SHALL BE LOCATED WITHIN LANDSCAPED AREAS.
15. MAINLINE SHALL NOT BE LOCATED WITHOUT PRIOR APPROVAL OF THE OWNER'S REPRESENTATIVE.
16. THE IRRIGATION CONTRACTOR SHALL BE DIRECTLY RESPONSIBLE FOR SLEEVING AND DIRECTIONAL BORES.
17. ALL SLEEVES UTILIZED BY THE IRRIGATION CONTRACTOR WHETHER INSTALLED BY HIM OR NOT, SHALL BE LOCATED ON THE "AS-BUILT" DRAWINGS. THE DEPTH BELOW FINISH GRADE, TO THE NEAREST FOOT OF EACH END OF THE SLEEVE SHALL BE NOTED AT EACH SLEEVE LOCATION ON THE "AS-BUILT" DRAWINGS. ALL SLEEVES ON PLAN FOR WALL PENETRATIONS AND UNDER SIDEWALKS SHALL BE SIZED TWO PIPE SIZES GREATER THAN THE PIPE IT CARRIES.
18. ALL PRESSURIZED MAINLINES AND LATERALS UNDER PAVEMENT SHALL BE WITHIN SCH. 40 PVC SLEEVES. WHERE ELECTRIC OR HYDRAULIC VALVE CONTROL LINES PASS THROUGH A SLEEVE WITH OTHER MAIN OR LATERAL LINES THEY SHALL BE CONTAINED WITHIN A SEPARATE, SMALLER CONDUIT.
19. NUMBER THE TOP OF ALL VALVE BOX LIDS WITH MINIMUM 1" HEIGHT BLACK LETTERS TO CORRESPOND TO AUTOMATIC AND GATE VALVE DESIGNATIONS. ALL HOSE BIBB VALVE BOXES SHALL BE LABELED IN A SIMILAR MANNER WITH THE DESIGNATION "HB". LETTER OUTSIDE OF TIME CLOCK CABINETS TO CORRESPOND WITH IRRIGATION CLOCK PROGRAM DESIGNATION.
20. THE IRRIGATION CONTRACTOR SHALL INSTALL A COLOR CODED METAL DETECTABLE MARKING TAPE WHICH CLEARLY NOTES: "CAUTION: IRRIGATION LINE BURIED BELOW." THE TAPE SHALL BE INSTALLED THE FULL LENGTH OF THE IRRIGATION MAINLINE.
21. ELECTRIC SERVICE TO THE CONTROLLER SHALL BE PROVIDED BY THE GENERAL CONTRACTOR.
22. ALL 24 VAC WIRING FROM DECODER TO VALVE SHALL BE OF DIRECT BURIAL COPPER WIRE. MAXIMUM LENGTH OF WIRE FROM DECODER TO VALVE SHALL NOT EXCEED 400 FEET. AS FOLLOWS:
    CONTROL WIRES - #14
    COMMON WIRES - #14
23. ALL VALVES, SPLICES WITHIN CONTROL LINES, AND QUICK COUPLERS SHALL BE LOCATED WITHIN NDS VALVE BOXES AS FOLLOWS:
    -RECTANGULAR 12"X17" HEAVY DUTY BOX. (PURPLE COVER FOR REUSE TO BE PROVIDED WHERE APPROPRIATE).
24. ALL IRRIGATION HEADS/DRIP TUBING SHALL BE LOCATED ONE (1) FOOT FROM BACK OF CURB WHEN NEXT TO A ROADWAY. (THIS SHALL NOT INCLUDE PARKING AREAS OR DRIVE AISLES).
25. HEADS, LATERALS, EMITTERS, AND VALVES ARE NOT SHOWN, BUT ARE NECESSARY FOR A FULLY FUNCTIONING IRRIGATION SYSTEM.
26. LOCATE ALL VALVES IN PLANTING BEDS WITH A MINIMUM OF 3'-0" FROM BACK OF CURB OR EDGE OF PAVEMENT, UNLESS OTHERWISE NOTED. PIPE SIZES ON EITHER SIDE OF SECTION VALVES CONNECTING MAINLINE TO SECTION LATERAL SHALL BE ONE (1) PIPE SIZE LARGER THAN VALVE SIZE. WHERE MAINLINES RUN PARALLEL TO PAVEMENT OR CURBING, THE MAINLINE SHALL BE OFFSET 2'-0" FROM THE EDGE OF PAVEMENT OR CURB.
27. IRRIGATION ZONES SHALL BE SEPARATED FOR HIGH AND LOW WATER USE REQUIREMENTS AND OPERATED ON DIFFERENT WATERING CYCLES. BUBBLERS, DRIPLINE, AND SPRAY HEADS SHALL BE SEPARATED ON DIFFERENT VALVES. AT NO TIME SHALL MULTIPLE IRRIGATION HEAD TYPES BE LOCATED ON THE SAME VALVE.
28. ALL DRIP ZONES SHALL BE INSTALLED WITH A FLUSH VALVE AND AIR RELIEF VALVE. IN THE EVENT THAT A DRIP ZONE HAS MORE THAN ONE HIGH OR LOW POINT, MORE THAN ONE AIR RELIEF VALVE OR FLUSH VALVE WILL BE REQUIRED FOR THAT ZONE. DRIPLINE SHALL PROVIDE 0.9 GPH EMITTERS, 12" O.C. WITH 12" LINE SPACING AT A MINIMUM.
29. ALL WIRING FOR CONNECTION OF THE VALVES TO THE CONTROLLER SHALL FOLLOW MANUFACTURERS SPECIFICATIONS. IF REQUIRED, ALL WIRING FOR A TWO WIRE PATH SHALL BE WITH RED/BLUE TWISTED PAIR 14 AWG. ELECTRIC CONTROL LINES FROM THE DECODER TO THE SOLENOID VALVES SHALL BE TWISTED PAIR 18 AWG. ALL DECODERS SHALL BE GROUNDED EVERY 1,000 L.F. OR EVERY 10 DEVICES. ALL WIRE SHALL BE FURNISHED IN MINIMUM 2,500' REELS AND SPLICING SHALL BE MINIMIZED. BURY SPLICE KIT. ALL 24 VOLT WIRING SHALL BE DONE IN ACCORDANCE WITH EXISTING CODES. SPLICING SHALL BE IN VALVE BOXES OR CONTROLLERS ONLY. IRRIGATION SYSTEM CONTROL SHALL BE TWO WIRE PATH. CONTRACTOR SHALL FOLLOW ALL MANUFACTURER'S REQUIREMENTS FOR THIS INSTALLATION. TWO WIRE SYSTEM SHALL HAVE 2-WAY COMMUNICATIONS FIELD PROGRAMMABILITY, STATION SPECIFICATIONS AND INTEGRATED SURGE PROTECTION.
30. ALL CONTROL WIRE SHALL BE INSTALLED IN A 1 ½" ELECTRICAL CONDUIT.
31. SMALLEST DIAMETER LATERAL PIPE SHALL BE 3/4".
32. IRRIGATION SYSTEM SHALL BE CAPABLE OF SUPPLYING AN AVERAGE OF 1.05" OF WATER PER WEEK WITHIN WATERING RESTRICTIONS AS APPLICABLE.
33. IRRIGATION SYSTEM SHALL NOT BE INSTALLED THROUGH EXISTING, OR PRESERVED PLANT COMMUNITIES. DO NOT TRENCH THROUGH EXISTING ROOT SYSTEMS OF ANY VEGETATION INTENDED TO BE PRESERVED.
34. CONTRACTOR TO MINIMIZE IRRIGATION OVERTHROW TO IMPERVIOUS AND NATURAL AREAS THROUGH FIELD ADJUSTMENTS TO INDIVIDUAL HEADS.
35. ALL AREAS DISTURBED DURING CONSTRUCTION SHALL BE RESTORED BY THE CONTRACTOR TO THE CONDITION DENOTED ON THE LANDSCAPE PLAN.
36. IRRIGATION PIPING INSTALLED UNDER ROADS AND SIDEWALKS SHALL BE IN SCHEDULE 40 PVC SLEEVING AT 2X THE PIPE SIZE. ALL SLEEVING SHALL BE FREE OF STONES AND DEBRIS.
37. IRRIGATION SOURCE TO BE EITHER WELL, POTABLE, OR NON-POTABLE WATER. IRRIGATION CONTRACTOR TO VERIFY SOURCE PRIOR TO DESIGN.
38. POINT OF CONNECTION TO BE DETERMINED BY OWNER. IRRIGATION SYSTEM CONNECTIONS TO THE LOCAL JURISDICTION SERVICE SHALL COMPLY WITH ALL APPLICABLE CODES.
39. IRRIGATION CONNECTION MAY REQUIRE BACKFLOW PREVENTION, VERIFY WITH LOCAL JURISDICTION.
40. IRRIGATION SYSTEM SHALL COMPLY WITH THE LOCAL JURISDICTION LAND DEVELOPMENT CODE.

2 L2.51 TYPICAL SCHEMATIC IRRIGATION NOTES

No.	REVISIONS	DATE	BY

Kimley»Horn
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PHONE: (407) 898-1511
WWW.KIMLEY-HORN.COM REGISTRY No. 35106

LICENSED PROFESSIONAL
DATE: 8/22/2025

KHA PROJECT 249503000
DATE 01/22/2024
SCALE AS SHOWN
DESIGNED BY KHA
DRAWN BY RYP
CHECKED BY ASIL

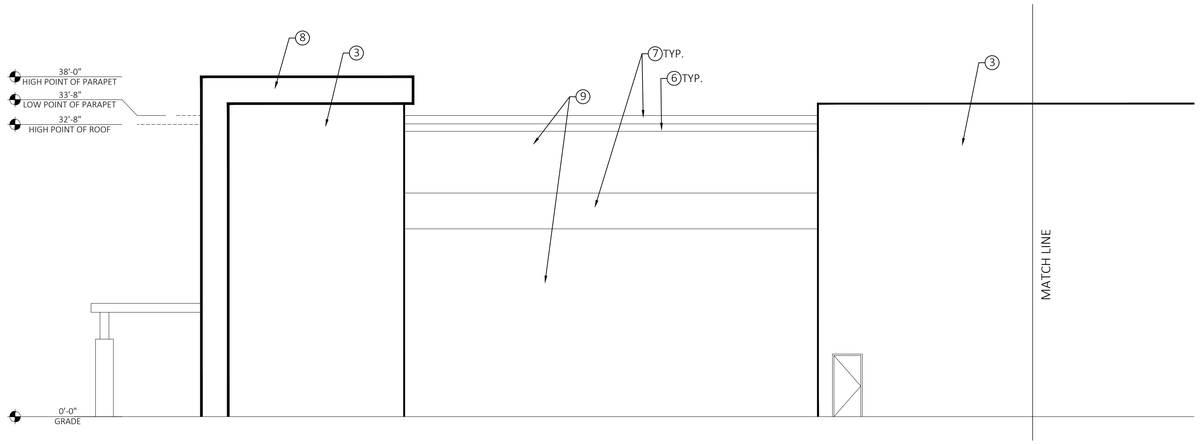
IRRIGATION SPECIFICATIONS

OCOEE PICKLE BALL MASS GRADING

CITY OF OCOEE FLORIDA

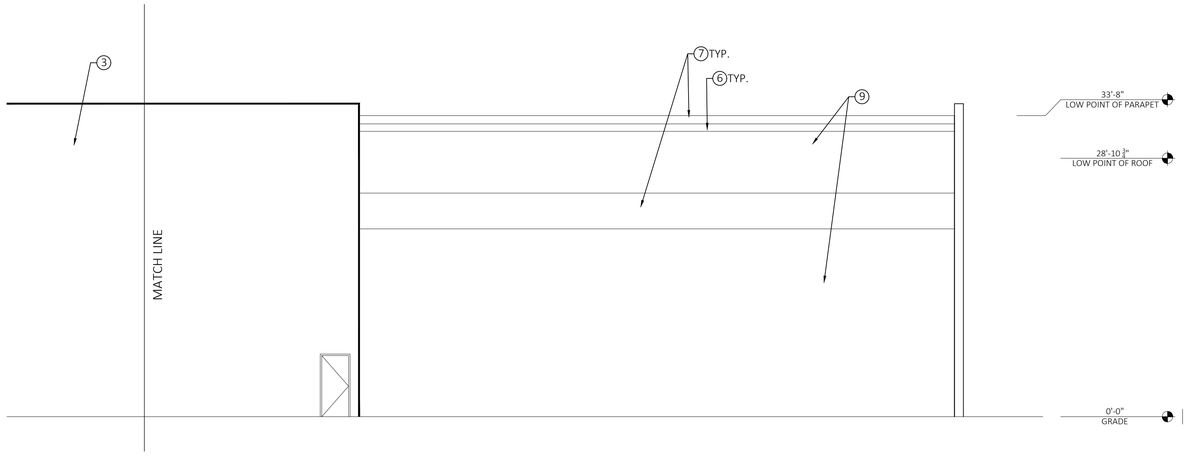
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L2.51

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This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.



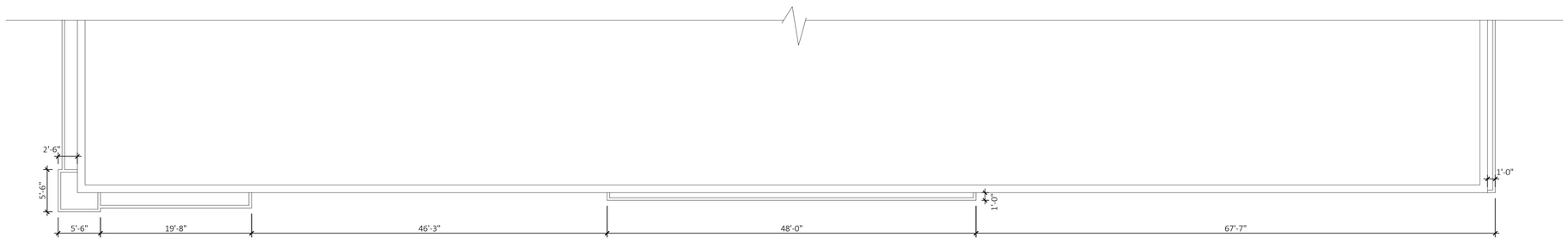
1 MAIN BUILDING #1 NORTH ELEVATION (PARTIAL)

Scale: 1/8"=1'-0"



2 MAIN BUILDING #1 NORTH ELEVATION (PARTIAL)

Scale: 1/8"=1'-0"



3 MAIN BUILDING #1 NORTH SIDE PLANE CHANGES

Scale: 1/8"=1'-0"

GENERAL NOTES

INDOOR PICKLEBALL CENTER

MAIN BUILDING
UNDER AIR (ALL INTERIOR)
53,175 S.F. MAIN LEVEL
13,583 S.F. 2ND LEVEL
TOTAL 66,758 S.F.

OUTDOOR SPACE
1,470 S.F. PATIO MAIN LEVEL
1,470 DECK 2ND LEVEL
TOTAL 2,950 S.F.

SECONDARY BUILDING
UNDER AIR (ALL INTERIOR)
21,264 S.F.
TOTAL 21,264 S.F.

OUTDOOR SPACE
NONE

BANQUET HALL
UNDER AIR (ALL INTERIOR)
7,714 S.F. MAIN LEVEL
1,600 S.F. 2ND LEVEL
TOTAL 9,314 S.F.

OUTDOOR SPACE
2,864 S.F. PATIO MAIN LEVEL
2,864 DECK 2ND LEVEL
TOTAL 5,728 S.F.

KEY NOTES

1. KINGSPAN GOOSEWING GRAY RAL 080 70 05 TEXTURED PANEL OR SIMILAR
2. KINGSPAN GOOSEWING GRAY RAL 080 70 05 MICRO RIB PANEL OR SIMILAR
3. KINGSPAN LOLITE RAL 5011 MICRO RIB PANEL OR SIMILAR
4. KINGSPAN DENIM RAL 5014 FLUSH PANEL OR SIMILAR
5. KINGSPAN LOLITE RAL 5011 SMOOTH PANEL OR SIMILAR
6. SW 6843 HOT - PAINTED STRIPE
7. SW 6244 NAVAL BLUE - PAINTED STRIPE
8. KINGSPAN JET RAL 9005 SMOOTH FACE PANEL OR SIMILAR
9. KINGSPAN GOOSEWING GRAY RAL 080 70 05 SMOOTH PANEL OR SIMILAR

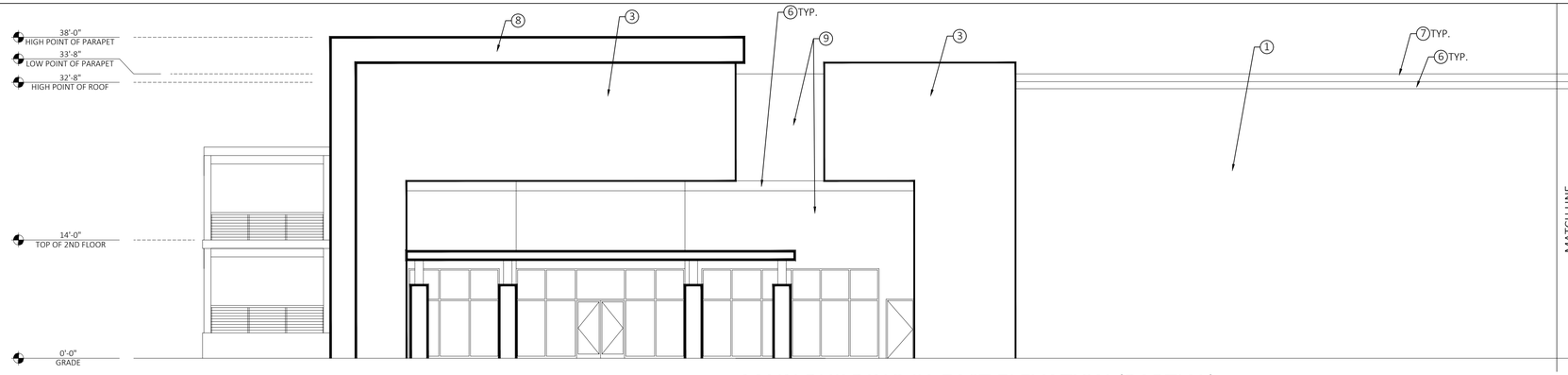
LUCAS DEVELOPMENT
1818 Lake Roberts Landing Dr.
Winter Garden, FL 34787
(407) 697-9616

No.	Revision/Issue	Date

Project Name and Address
Ocoee Pickleball Facility

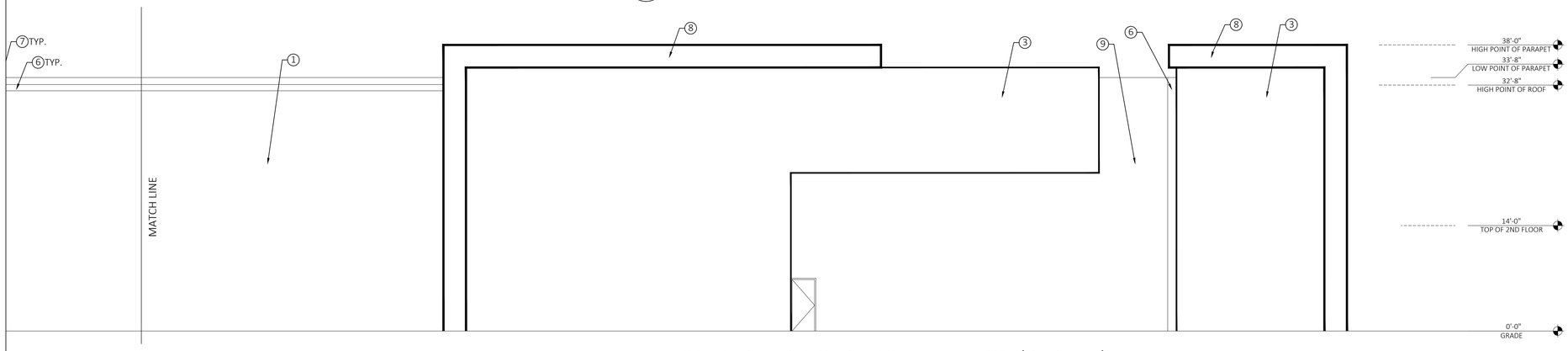
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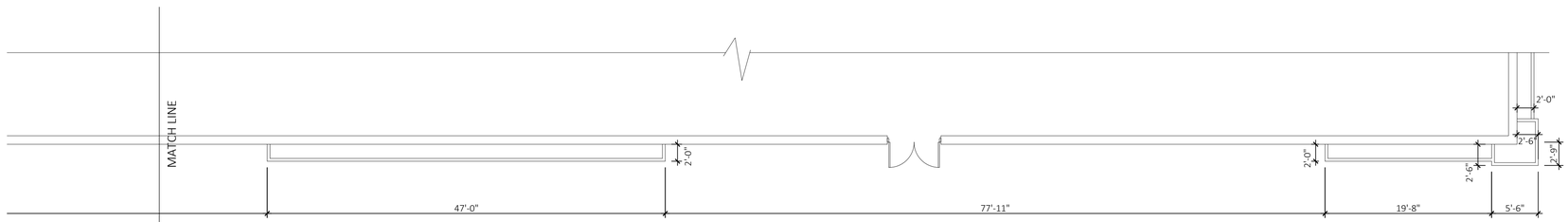
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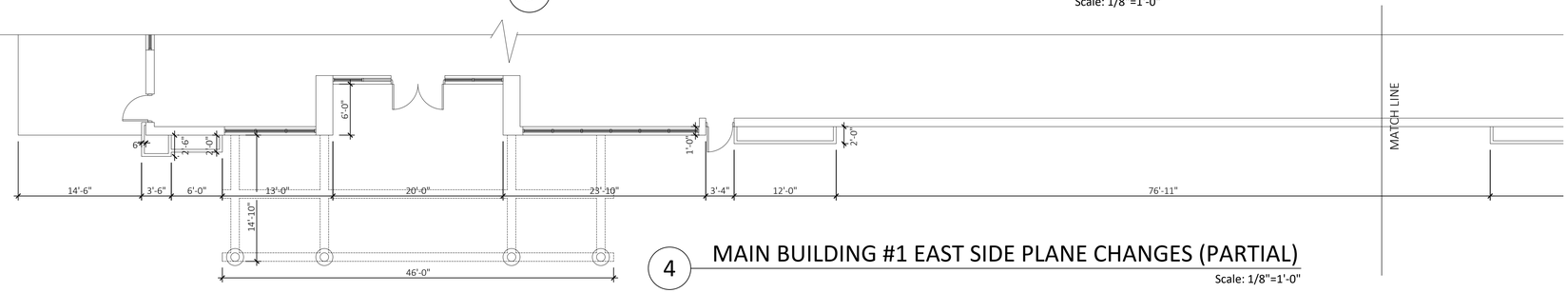
2 MAIN BUILDING #1 EAST ELEVATION (PARTIAL)

Scale: 1/8"=1'-0"



3 MAIN BUILDING #1 EAST SIDE PLANE CHANGES (PARTIAL)

Scale: 1/8"=1'-0"



4 MAIN BUILDING #1 EAST SIDE PLANE CHANGES (PARTIAL)

Scale: 1/8"=1'-0"

GENERAL NOTES

INDOOR PICKLEBALL CENTER

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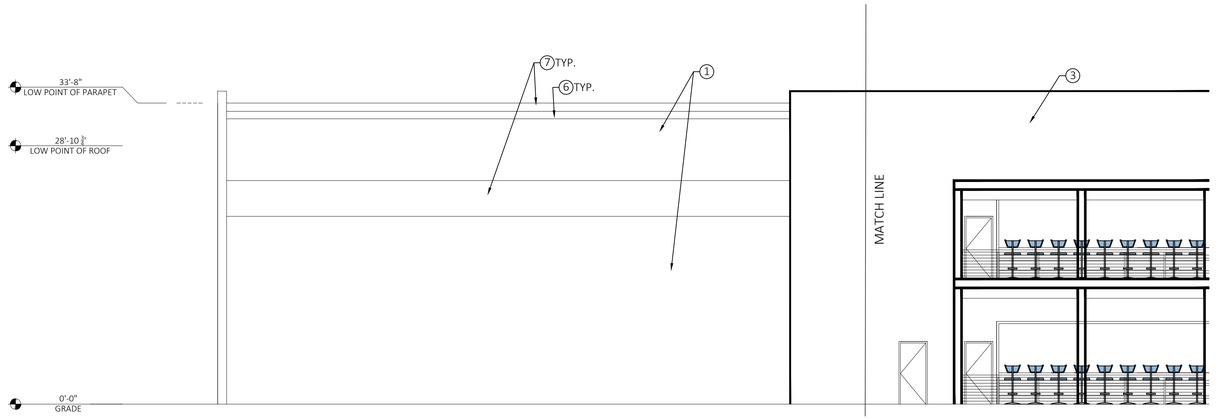
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Winter Garden, FL 34787
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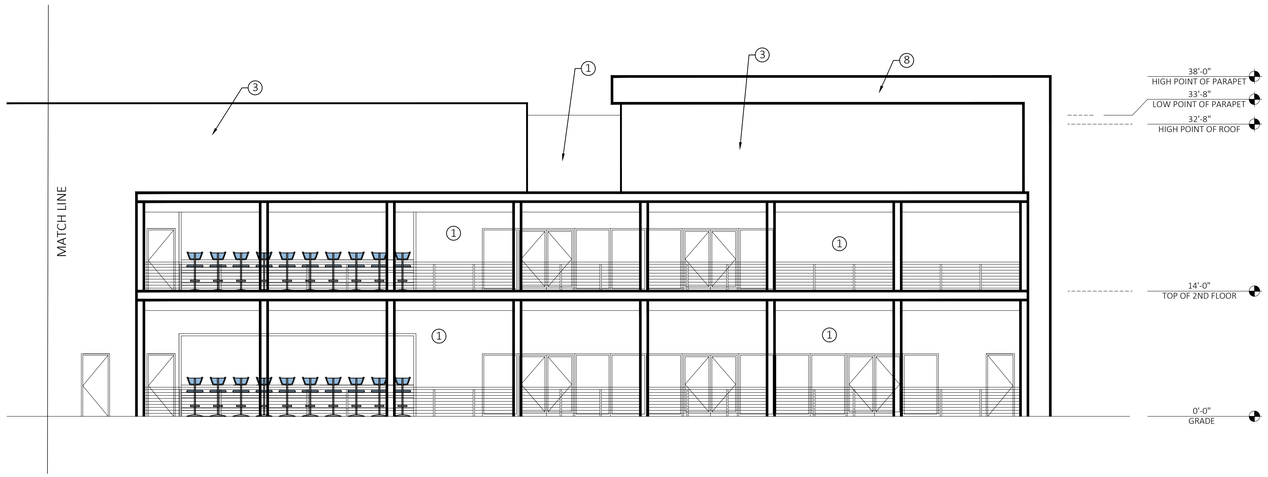
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BUILDING #1 ELEV



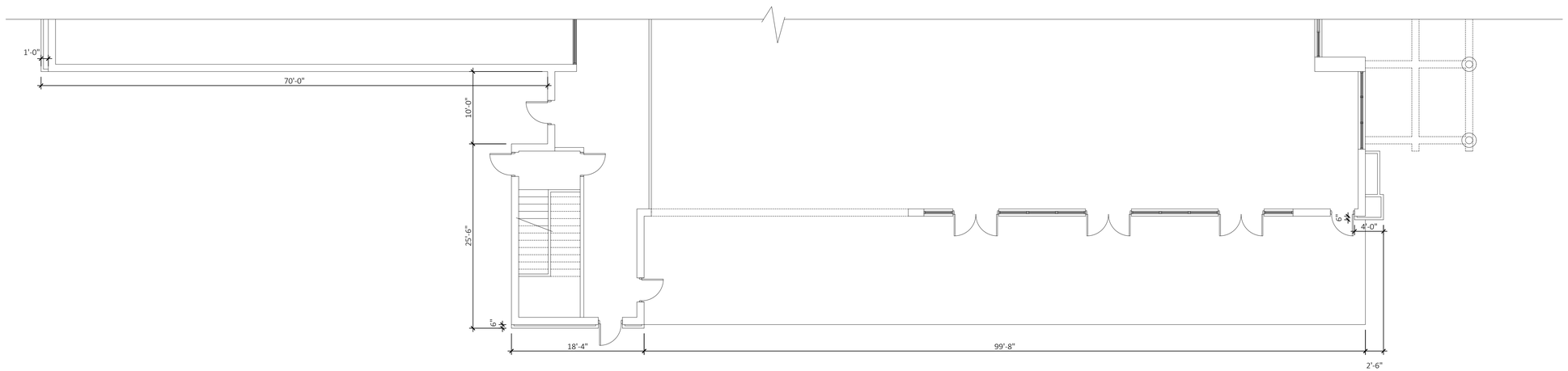
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Scale: 1/8"=1'-0"



2 MAIN BUILDING #1 SOUTH ELEVATION (PARTIAL)

Scale: 1/8"=1'-0"



3 MAIN BUILDING #1 SOUTH SIDE PLANE CHANGES

Scale: 1/8"=1'-0"

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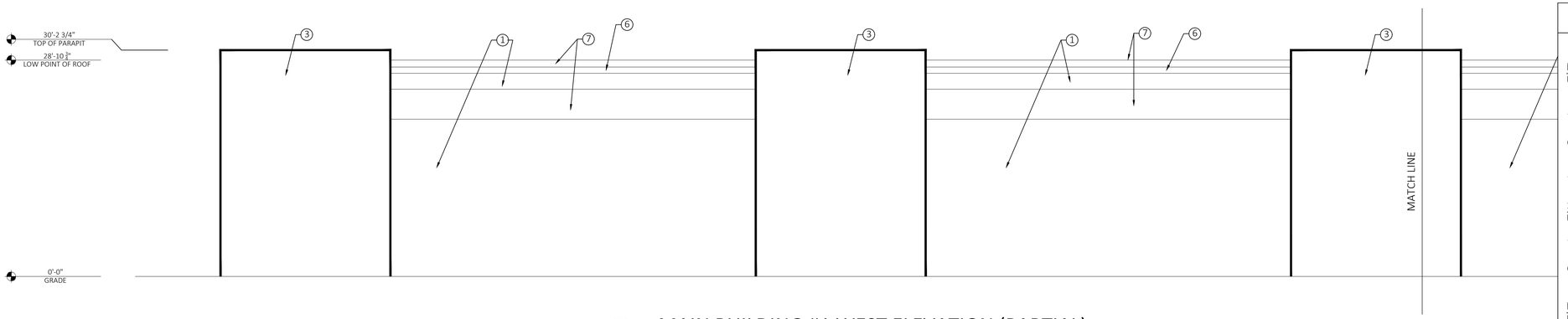
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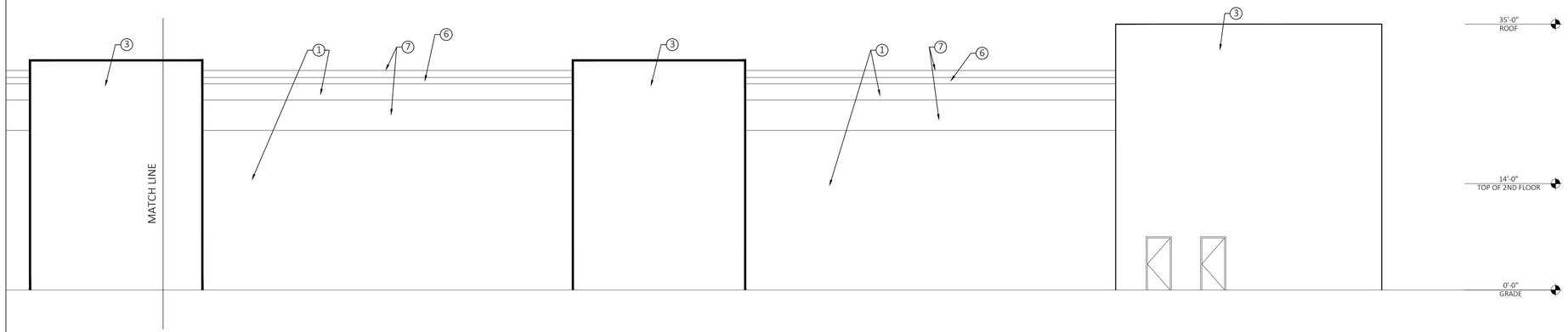
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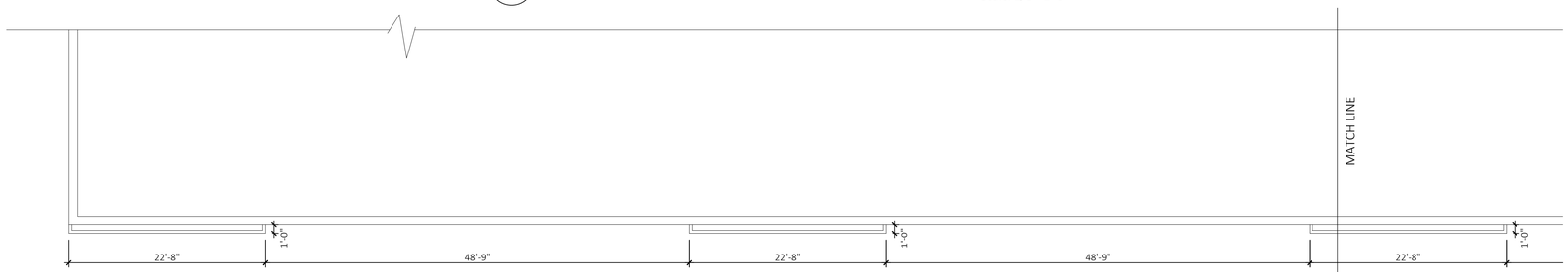
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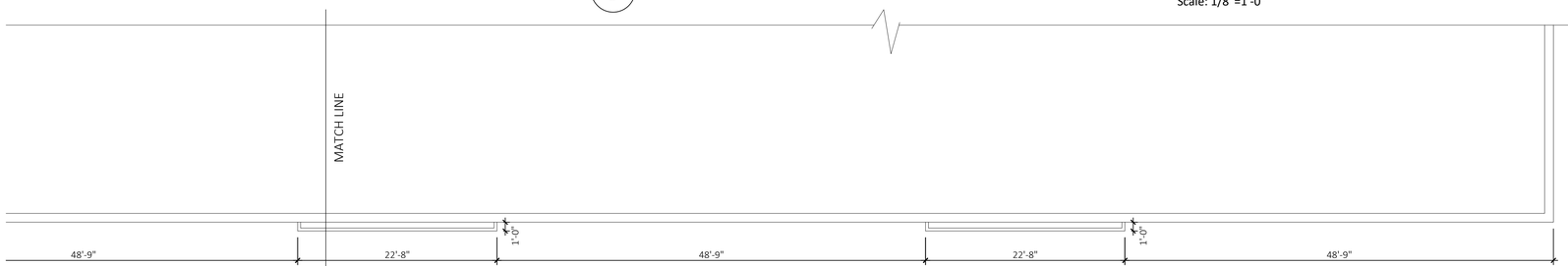
2 MAIN BUILDING #1 WEST ELEVATION (PARTIAL)

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3 MAIN BUILDING #1 WEST SIDE PLANE CHANGES (PARTIAL)

Scale: 1/8"=1'-0"



4 MAIN BUILDING #1 WEST SIDE PLANE CHANGES (PARTIAL)

Scale: 1/8"=1'-0"

GENERAL NOTES

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13,583 S.F. 2ND LEVEL
TOTAL 66,758 S.F.

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UNDER AIR (ALL INTERIOR)
7,714 S.F. MAIN LEVEL
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TOTAL 9,314 S.F.

OUTDOOR SPACE
2,864 S.F. PATIO MAIN LEVEL
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KEY NOTES

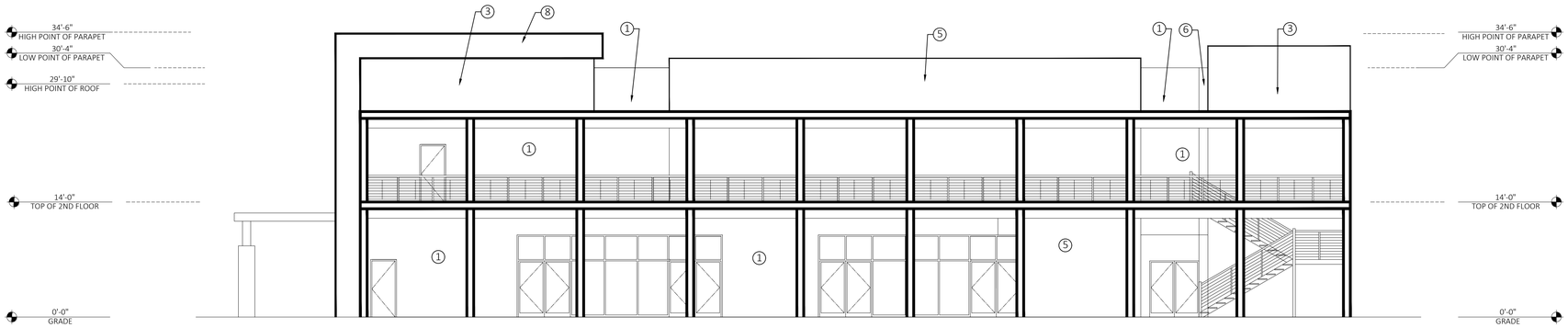
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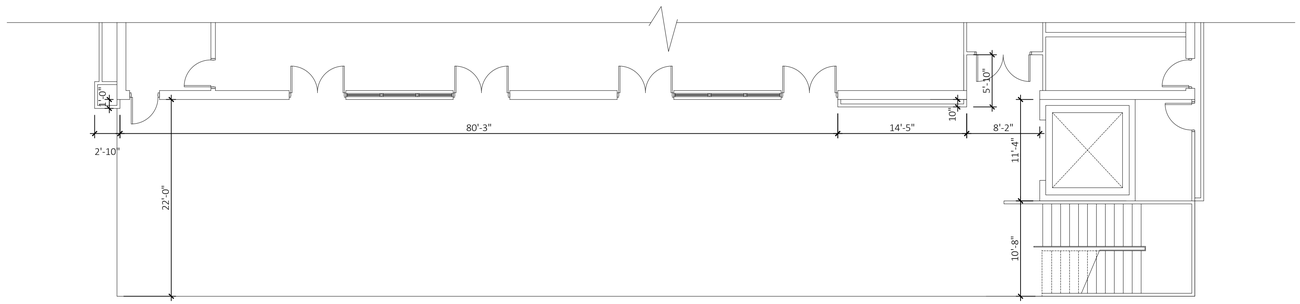
Project Name and Address
Ocoee Pickleball Facility

Project	25-129
Date	8/20/25
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Sheet	BUILDING #1 ELEV



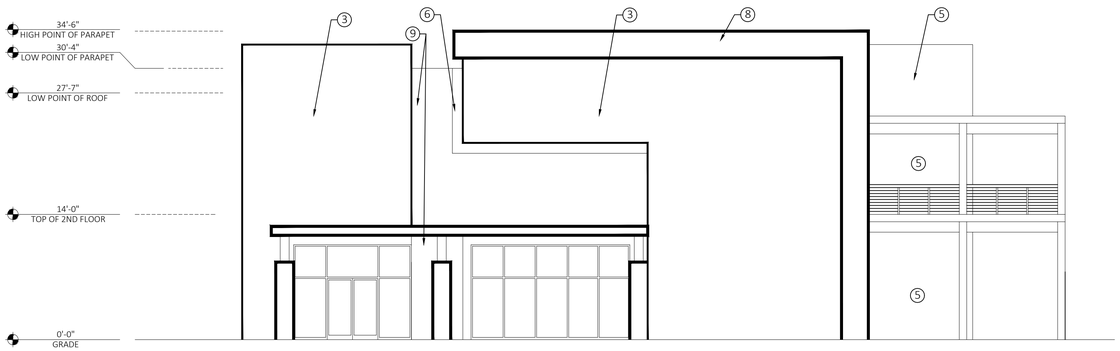
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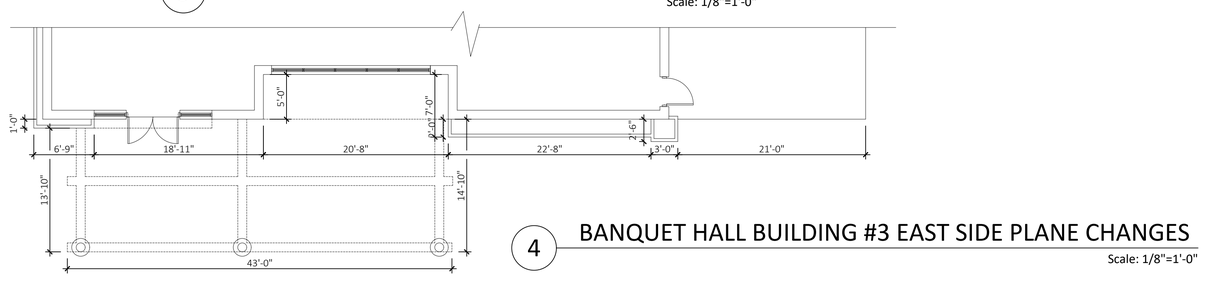
2 BANQUET HALL BUILDING #3 NORTH SIDE PLANE CHANGES

Scale: 1/8"=1'-0"



3 BANQUET HALL BUILDING #3 EAST ELEVATION

Scale: 1/8"=1'-0"



4 BANQUET HALL BUILDING #3 EAST SIDE PLANE CHANGES

Scale: 1/8"=1'-0"

GENERAL NOTES

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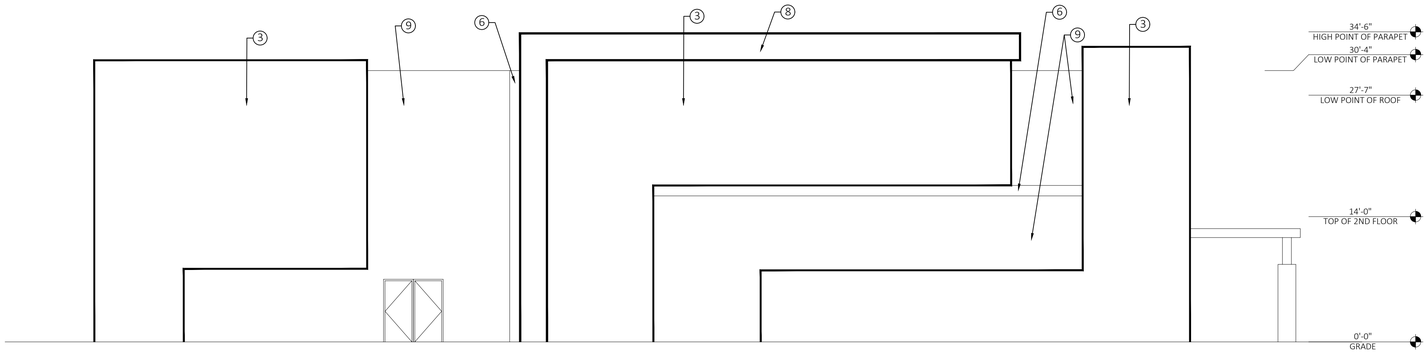
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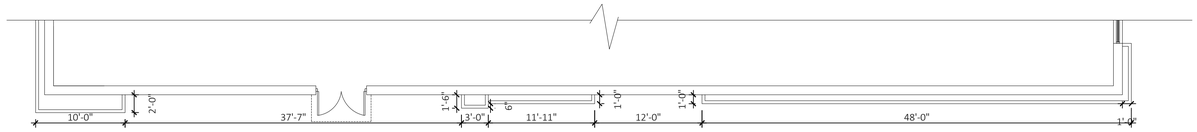
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BUILDING 3 ELEV



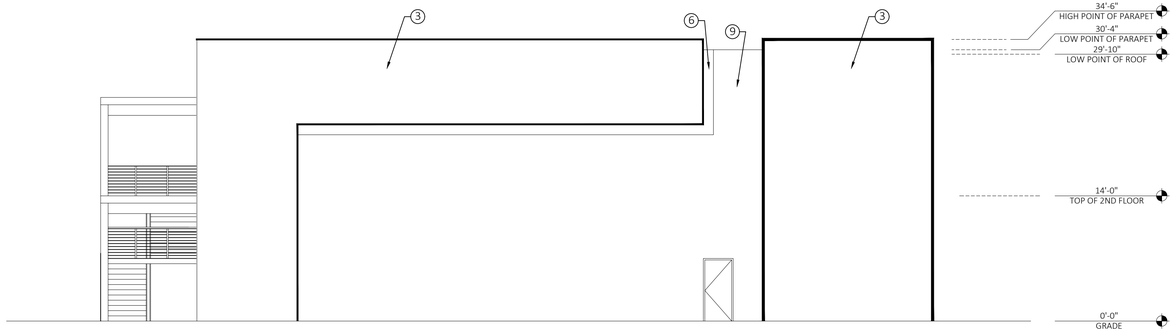
1 BANQUET HALL BUILDING #3 SOUTH ELEVATION

Scale: 1/8"=1'-0"



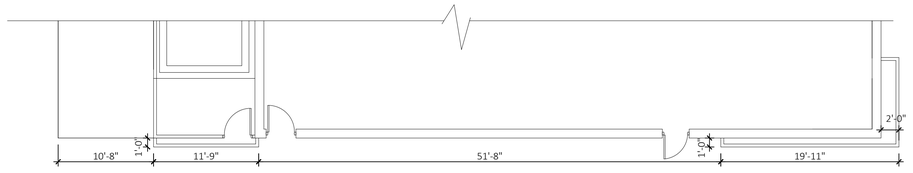
2 BANQUET HALL BUILDING #3 SOUTH SIDE PLANE CHANGES

Scale: 1/8"=1'-0"



3 BANQUET HALL BUILDING #3 WEST ELEVATION

Scale: 1/8"=1'-0"



4 BANQUET HALL BUILDING #3 WEST SIDE PLANE CHANGES

Scale: 1/8"=1'-0"

GENERAL NOTES

INDOOR PICKLEBALL CENTER

MAIN BUILDING
UNDER AIR (ALL INTERIOR)
53,175 S.F. MAIN LEVEL
13,583 S.F. 2ND LEVEL
TOTAL 66,758 S.F.

OUTDOOR SPACE
1,470 S.F. PATIO MAIN LEVEL
1,470 DECK 2ND LEVEL
TOTAL 2,950 S.F.

SECONDARY BUILDING
UNDER AIR (ALL INTERIOR)
21,264 S.F.
TOTAL 21,264 S.F.

OUTDOOR SPACE
NONE

BANQUET HALL
UNDER AIR (ALL INTERIOR)
7,714 S.F. MAIN LEVEL
1,600 S.F. 2ND LEVEL
TOTAL 9,314 S.F.

OUTDOOR SPACE
2,864 S.F. PATIO MAIN LEVEL
2,864 DECK 2ND LEVEL
TOTAL 5,728 S.F.

KEY NOTES

1. KINGSPAN GOOSEWING GRAY RAL 080 70 05 TEXTURED PANEL OR SIMILAR
2. KINGSPAN GOOSEWING GRAY RAL 080 70 05 MICRO RIB PANEL OR SIMILAR
3. KINGSPAN LOLITE RAL 5011 MICRO RIB PANEL OR SIMILAR
4. KINGSPAN DENIM RAL 5014 FLUSH PANEL OR SIMILAR
5. KINGSPAN LOLITE RAL 5011 SMOOTH PANEL OR SIMILAR
6. SW 6843 HOT - PAINTED STRIPE
7. SW 6244 NAVAL BLUE - PAINTED STRIPE
8. KINGSPAN JET RAL 9005 SMOOTH FACE PANEL OR SIMILAR
9. KINGSPAN GOOSEWING GRAY RAL 080 70 05 SMOOTH PANEL OR SIMILAR

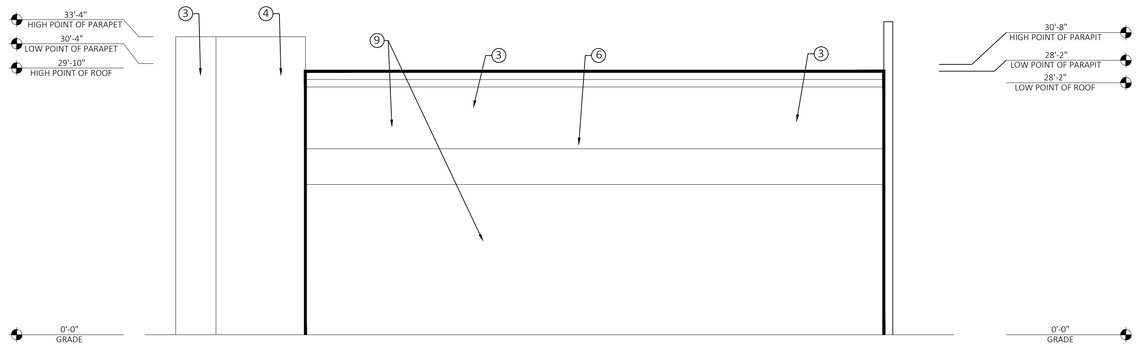
LUCAS DEVELOPMENT
1818 Lake Roberts Landing Dr.
Winter Garden, FL 34787
(407) 697-9616

No.	Revision/Issue	Date

Project Name and Address
Ocoee Pickleball Facility

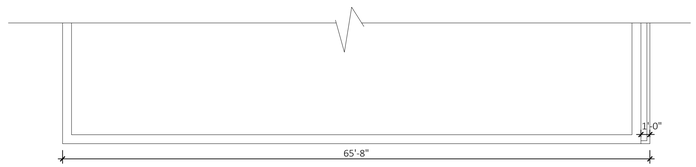
Project	25-129
Date	8/20/25
Scale	1/8"=1'-0"

Sheet
BUILDING 3 ELEV



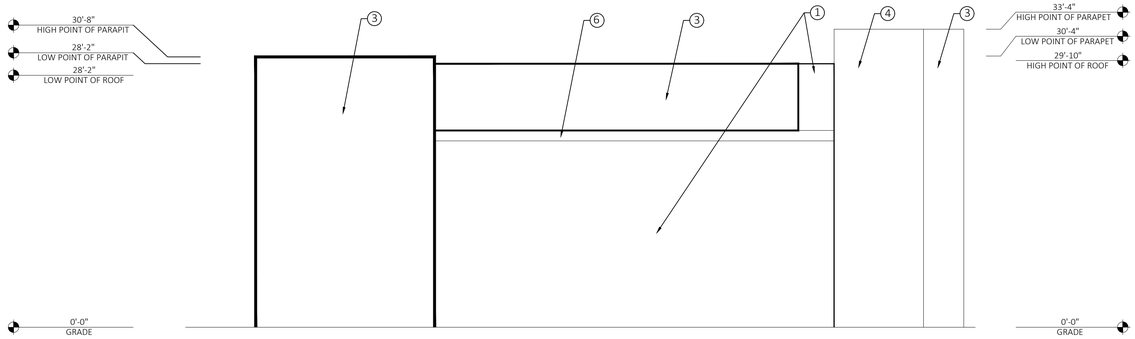
1 BUILDING #2 NORTH ELEVATION

Scale: 1/8"=1'-0"



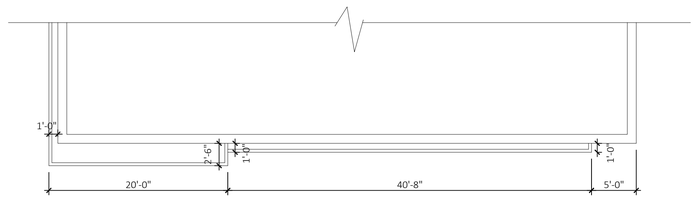
2 BUILDING #2 NORTH SIDE PLANE CHANGES

Scale: 1/8"=1'-0"



3 BUILDING #2 SOUTH ELEVATION

Scale: 1/8"=1'-0"



4 BUILDING #2 SOUTH SIDE PLANE CHANGES

Scale: 1/8"=1'-0"

GENERAL NOTES

INDOOR PICKLEBALL CENTER

MAIN BUILDING
UNDER AIR (ALL INTERIOR)
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13,583 S.F. 2ND LEVEL
TOTAL 66,758 S.F.

OUTDOOR SPACE
1,470 S.F. PATIO MAIN LEVEL
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TOTAL 21,264 S.F.

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NONE

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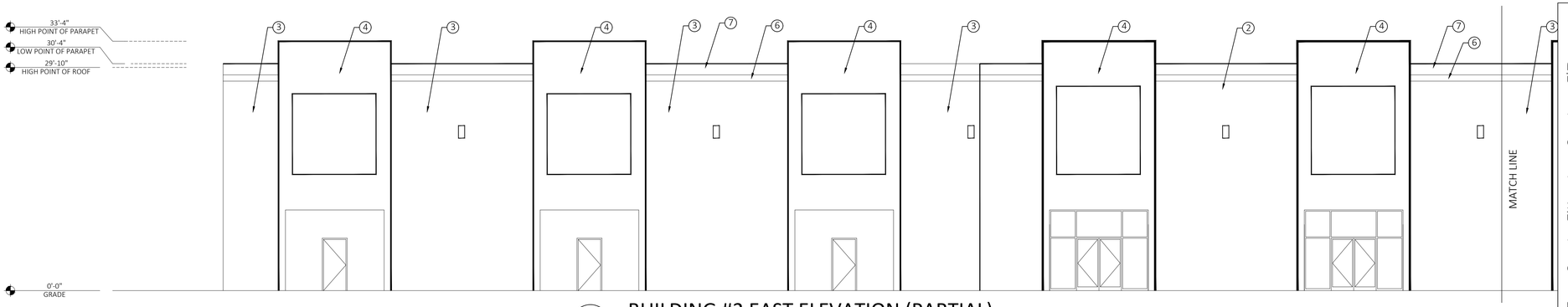
LUCAS DEVELOPMENT
1818 Lake Roberts Landing Dr.
Winter Garden, FL 34787
(407) 697-9616

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Project Name and Address
Ocoee Pickleball Facility

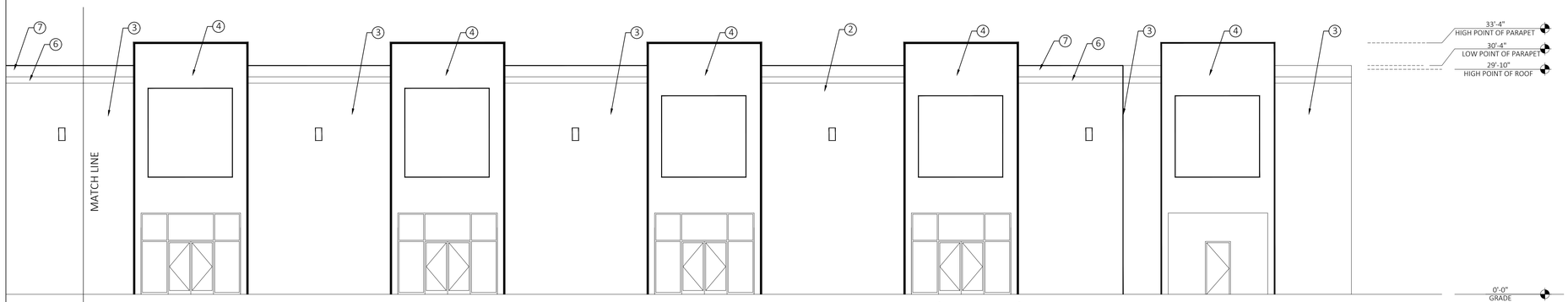
Project	25-129
Date	8/20/25
Scale	1/8"=1'-0"

Sheet
BUILDING #2 ELEV



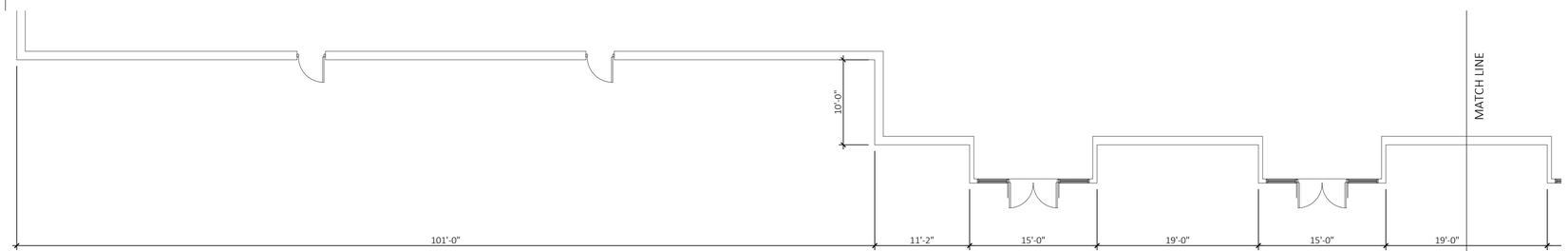
1 BUILDING #2 EAST ELEVATION (PARTIAL)

Scale: 1/8"=1'-0"



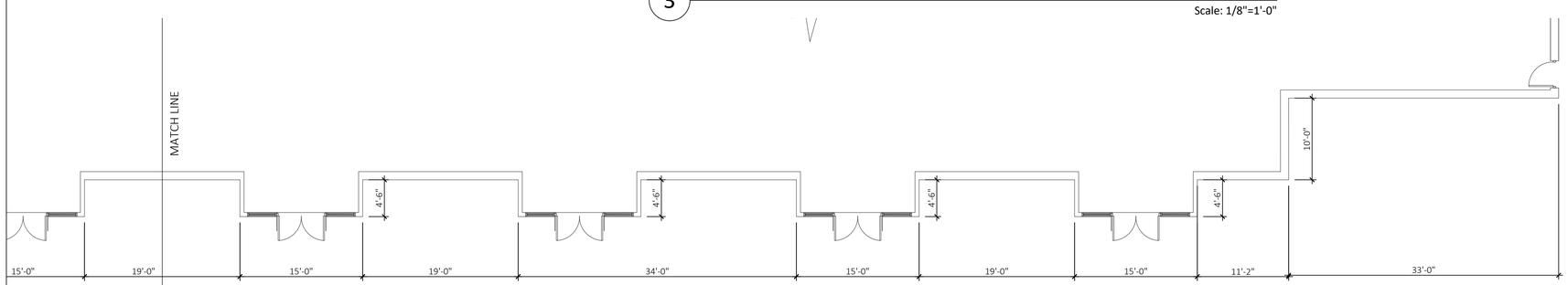
2 BUILDING #2 EAST ELEVATION (PARTIAL)

Scale: 1/8"=1'-0"



3 BUILDING #2 EAST SIDE PLANE CHANGES (PARTIAL)

Scale: 1/8"=1'-0"



4 BUILDING #2 EAST SIDE PLANE CHANGES (PARTIAL)

Scale: 1/8"=1'-0"

GENERAL NOTES

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13,583 S.F. 2ND LEVEL
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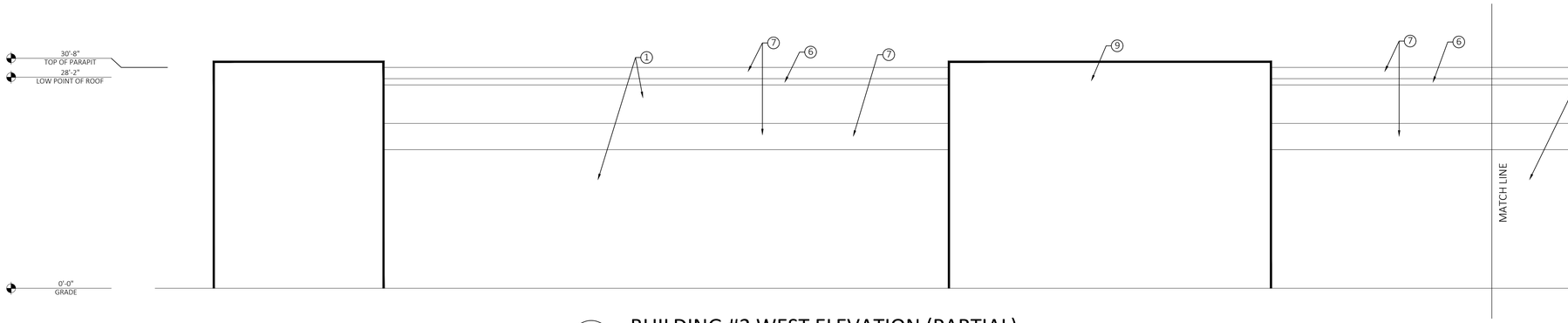
LUCAS DEVELOPMENT
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Winter Garden, FL 34787
(407) 697-9616

No.	Revision/Issue	Date

Project Name and Address
Ocoee Pickleball Facility

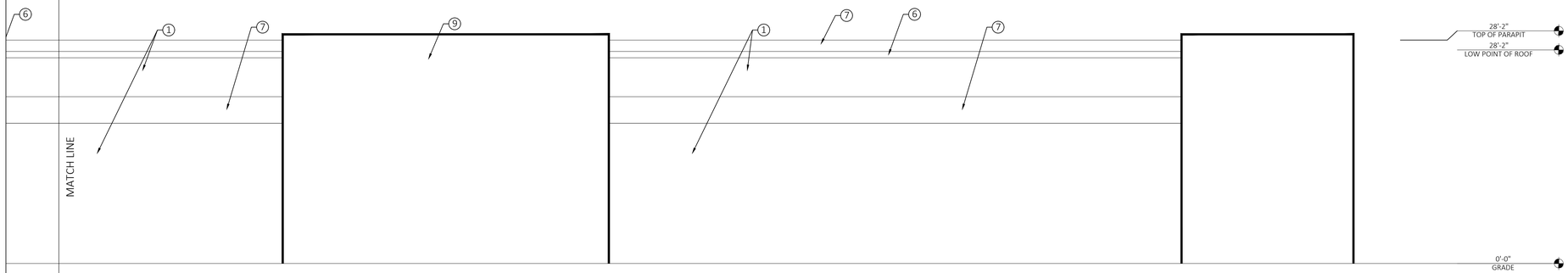
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Date	8/20/25
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Sheet
BUILDING #2 ELEV



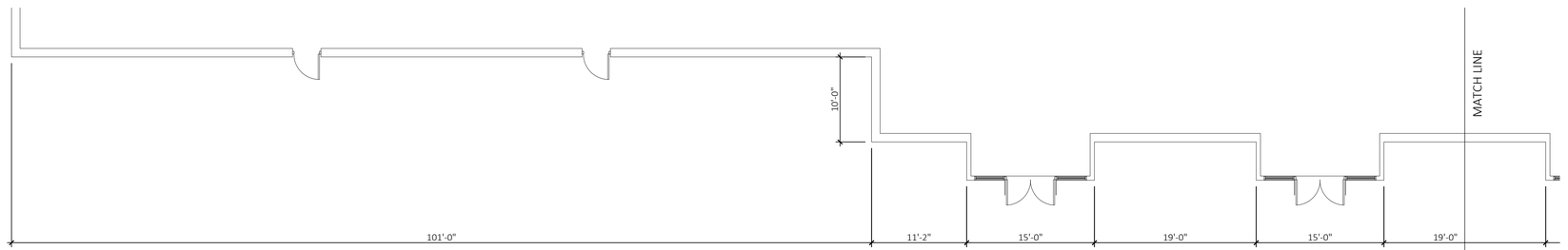
1 BUILDING #2 WEST ELEVATION (PARTIAL)

Scale: 1/8"=1'-0"



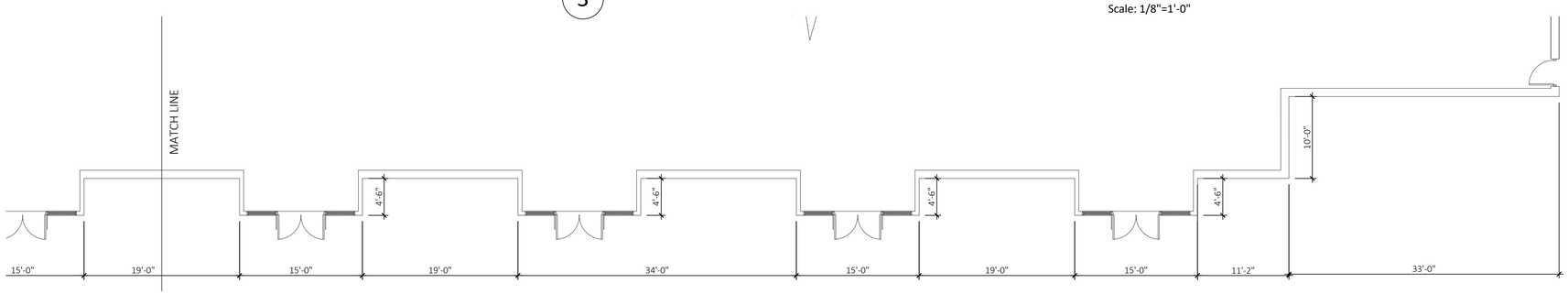
2 BUILDING #2 WEST ELEVATION (PARTIAL)

Scale: 1/8"=1'-0"



3 BUILDING #2 WEST SIDE PLANE CHANGES (PARTIAL)

Scale: 1/8"=1'-0"



4 BUILDING #2 WEST SIDE PLANE CHANGES (PARTIAL)

Scale: 1/8"=1'-0"

GENERAL NOTES

INDOOR PICKLEBALL CENTER

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LUCAS DEVELOPMENT
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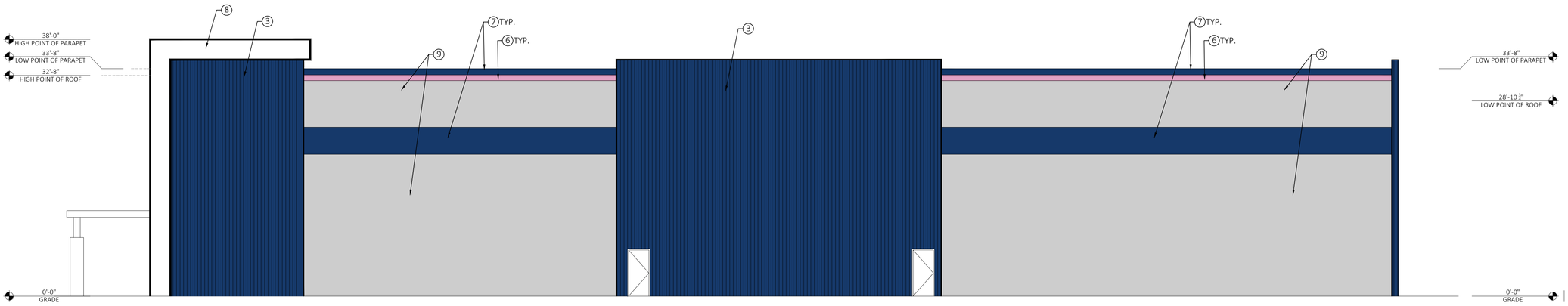
Project Name and Address
Ocoee Pickleball Facility

Project	25-129
Date	8/20/25
Scale	1/8"=1'-0"

Sheet
BUILDING #2 ELEV

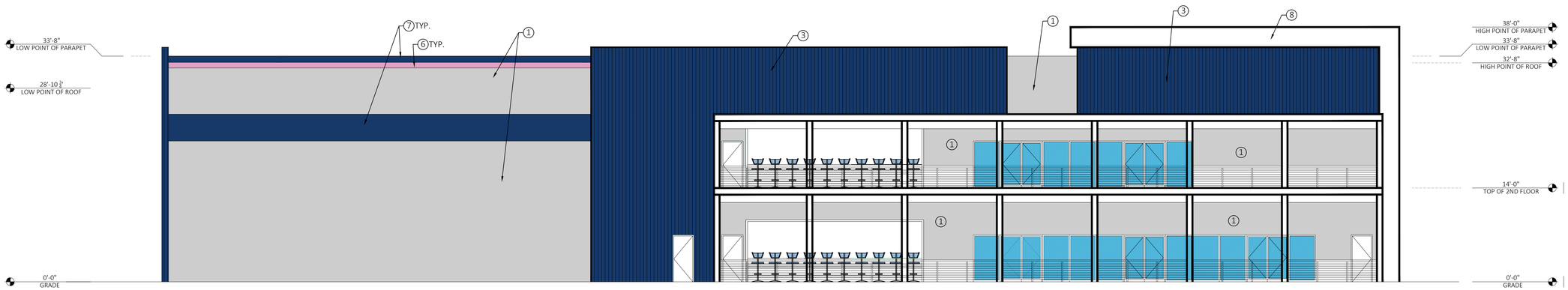
KEY NOTES

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1 MAIN BUILDING #1 NORTH ELEVATION

Scale: 1/8"=1'-0"



2 MAIN BUILDING #1 SOUTH ELEVATION

Scale: 1/8"=1'-0"

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Winter Garden, FL 34787
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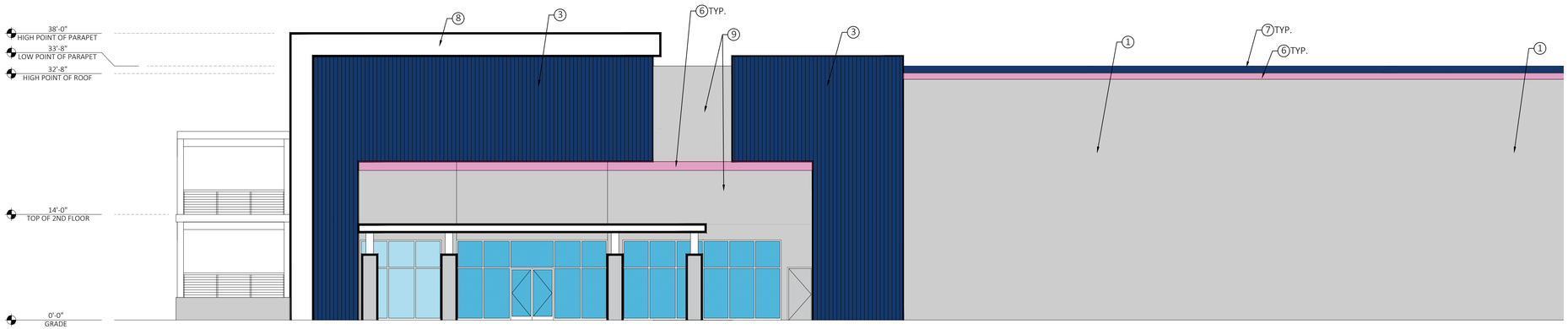
Project Name and Address
Ocoee Pickleball Facility

Project	25-129
Date	8/20/25
Scale	1/8"=1'-0"

Sheet
BUILDING ELEV COLOR

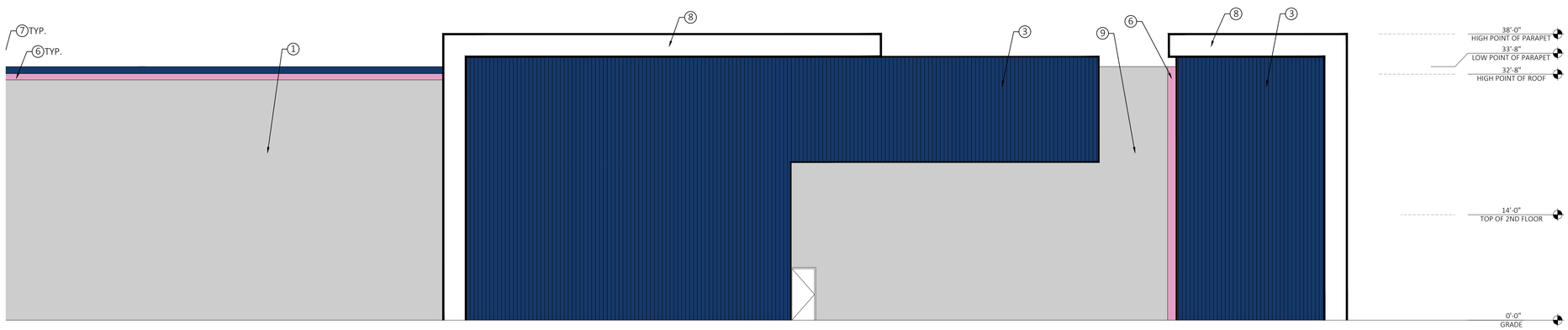
KEY NOTES

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1 MAIN BUILDING #1 EAST ELEVATION (PARTIAL)

Scale: 1/8"=1'-0"



2 MAIN BUILDING #1 EAST ELEVATION (PARTIAL)

Scale: 1/8"=1'-0"

LUCAS DEVELOPMENT
1818 Lake Roberts Landing Dr.
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Project Name and Address

Ocoee Pickleball Facility

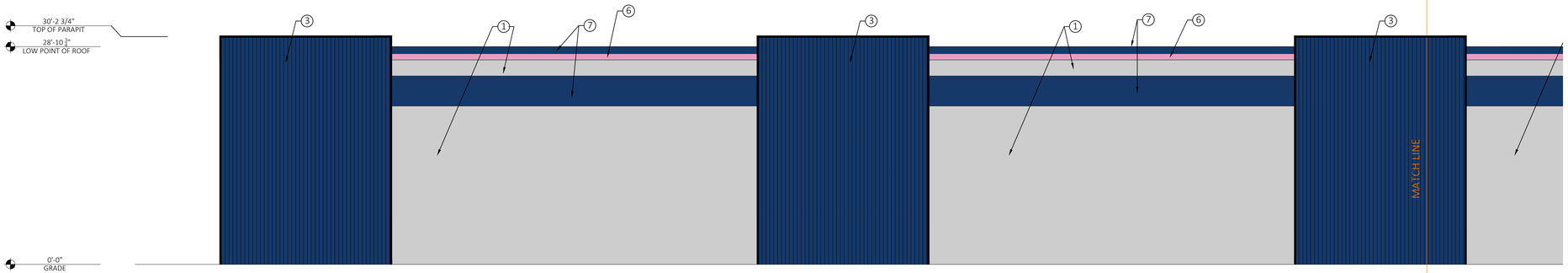
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Date	8/20/25
Scale	1/8"=1'-0"

Sheet

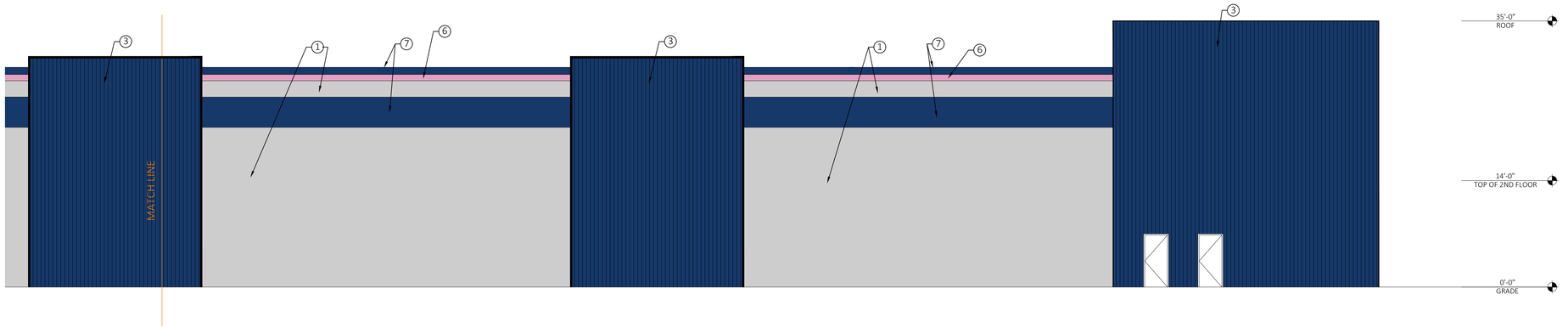
BUILDING ELEV COLOR

KEY NOTES

1. KINGSPAN GOOSEWING GRAY RAL 080 70 05 TEXTURED PANEL OR SIMILAR
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1 MAIN BUILDING #1 WEST ELEVATION (PARTIAL)
Scale: 1/8"=1'-0"



2 MAIN BUILDING #1 WEST ELEVATION (PARTIAL)
Scale: 1/8"=1'-0"

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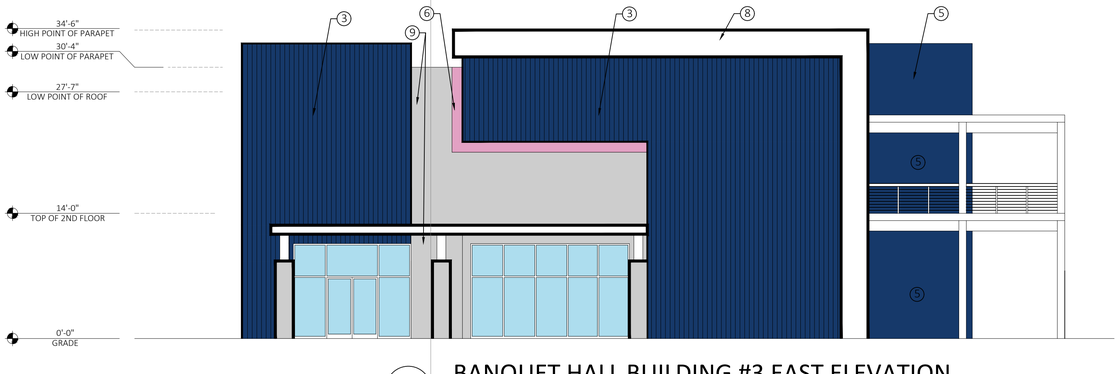
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Date	8/20/25
Scale	1/8"=1'-0"

Sheet
BUILDING ELEV COLOR



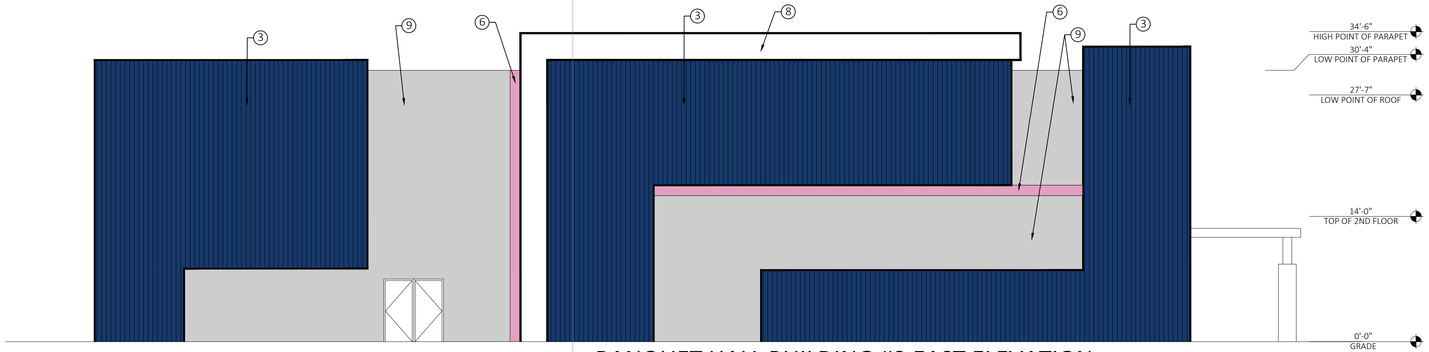
1 BANQUET HALL BUILDING #3 NORTH ELEVATION

Scale: 1/8"=1'-0"



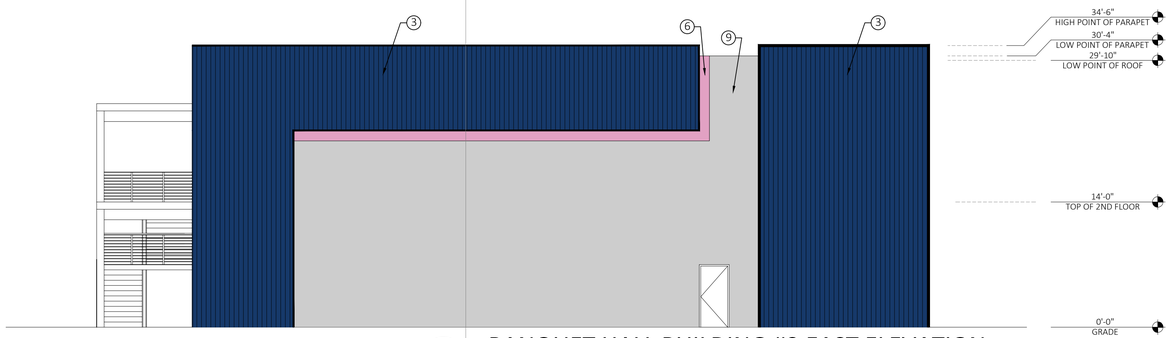
2 BANQUET HALL BUILDING #3 EAST ELEVATION

Scale: 1/8"=1'-0"



3 BANQUET HALL BUILDING #3 EAST ELEVATION

Scale: 1/8"=1'-0"



4 BANQUET HALL BUILDING #3 EAST ELEVATION

Scale: 1/8"=1'-0"

KEY NOTES

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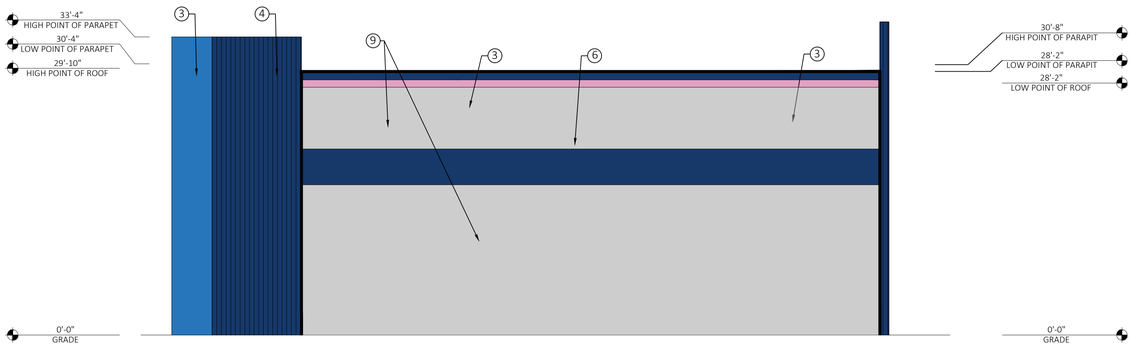
Project Name and Address
Ocoee Pickleball Facility

Project	25-129
Date	8/20/25
Scale	1/8"=1'-0"

Sheet
BUILDING ELEV COLOR

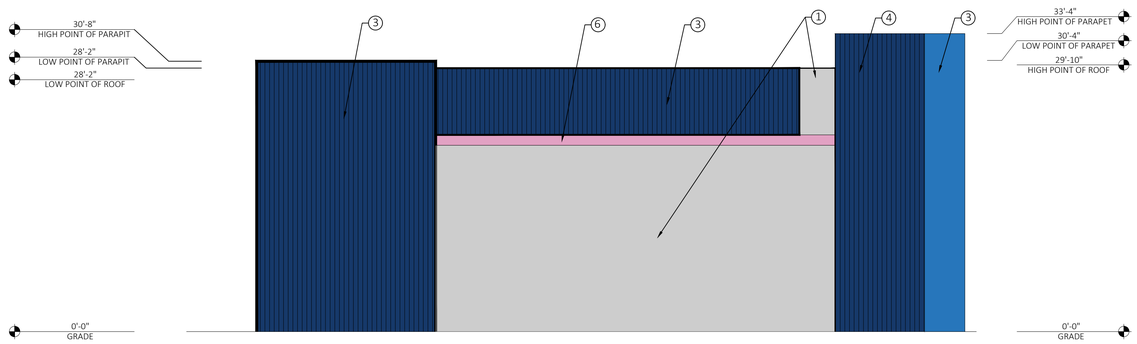
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1 BUILDING #2 NORTH ELEVATION

Scale: 1/8"=1'-0"



2 BUILDING #2 SOUTH ELEVATION

Scale: 1/8"=1'-0"

LUCAS DEVELOPMENT
1818 Lake Roberts Landing Dr.
Winter Garden, FL 34787
(407) 697-9616

No.	Revision/Issue	Date

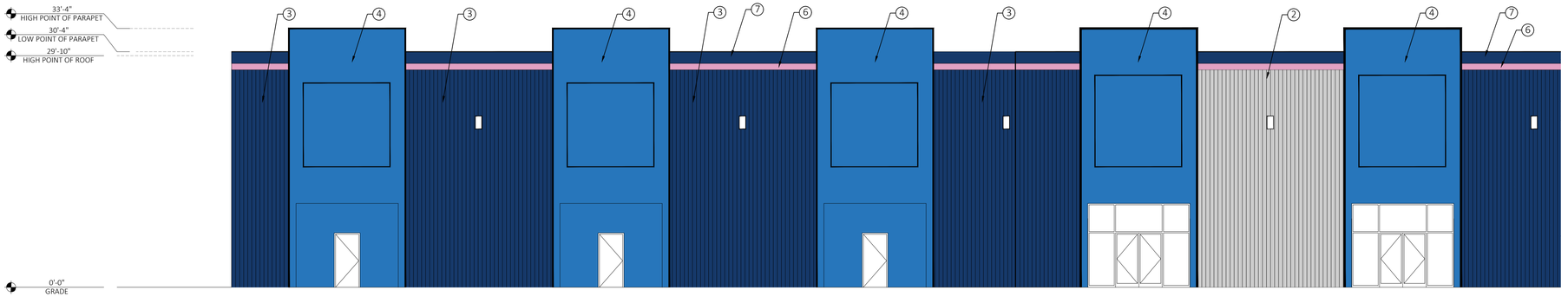
Project Name and Address
Ocoee Pickleball Facility

Project	25-129
Date	8/20/25
Scale	1/8"=1'-0"

Sheet
BUILDING COLOR ELEV

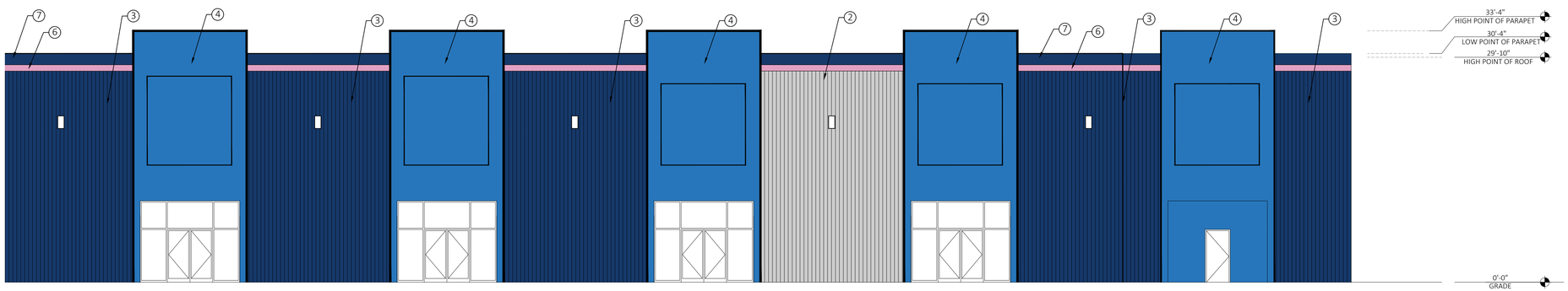
KEY NOTES

1. KINGSPAN GOOSEWING GRAY RAL 080 70 05 TEXTURED PANEL OR SIMILAR
2. KINGSPAN GOOSEWING GRAY RAL 080 70 05 MICRO RIB PANEL OR SIMILAR
3. KINGSPAN LOLITE RAL 5011 MICRO RIB PANEL OR SIMILAR
4. KINGSPAN DENIM RAL 5014 FLUSH PANEL OR SIMILAR
5. KINGSPAN LOLITE RAL 5011 SMOOTH PANEL OR SIMILAR
6. SW 6843 HOT - PAINTED STRIPE
7. SW 6244 NAVAL BLUE - PAINTED STRIPE
8. KINGSPAN JET RAL 9005 SMOOTH FACE PANEL OR SIMILAR
9. KINGSPAN GOOSEWING GRAY RAL 080 70 05 SMOOTH PANEL OR SIMILAR



1 BUILDING 2 EAST ELEVATION PARTIAL

Scale: 1/8"=1'-0"



2 BUILDING 2 EAST ELEVATION PARTIAL

Scale: 1/8"=1'-0"

LUCAS DEVELOPMENT
1818 Lake Roberts Landing Dr.
Winter Garden, FL 34787
(407) 697-9616

No.	Revision/Issue	Date

Project Name and Address
Ocoee Pickleball Facility

Project	25-129
Date	8/20/25
Scale	1/8"=1'-0"

Sheet
BUILDING COLOR ELEV

GENERAL NOTES

INDOOR PICKLEBALL CENTER

MAIN BUILDING
UNDER AIR (ALL INTERIOR)
53,175 S.F. MAIN LEVEL
13,583 S.F. 2ND LEVEL
TOTAL 66,758 S.F.

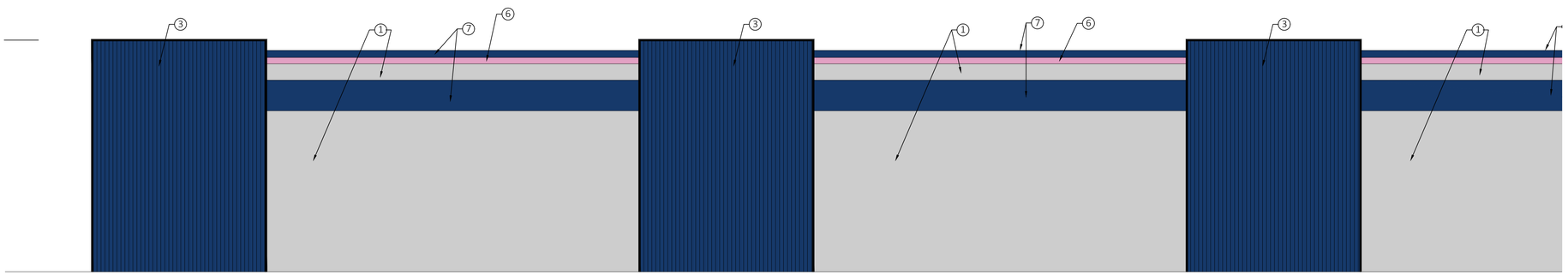
OUTDOOR SPACE
1,470 S.F. PATIO MAIN LEVEL
1,470 DECK 2ND LEVEL
TOTAL 2,950 S.F.

SECONDARY BUILDING
UNDER AIR (ALL INTERIOR)
21,264 S.F.
TOTAL 21,264 S.F.

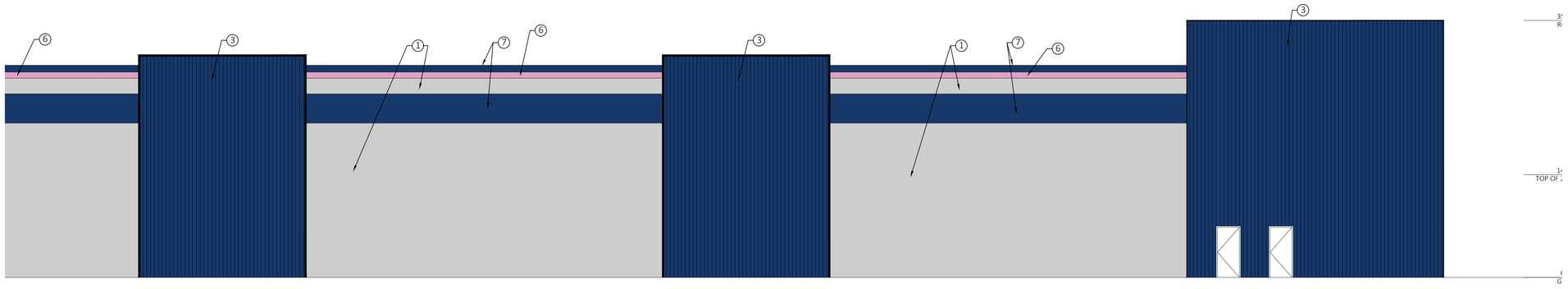
OUTDOOR SPACE
NONE

BANQUET HALL
UNDER AIR (ALL INTERIOR)
7,714 S.F. MAIN LEVEL
1,600 S.F. 2ND LEVEL
TOTAL 9,314 S.F.

OUTDOOR SPACE
2,864 S.F. PATIO MAIN LEVEL
2,864 DECK 2ND LEVEL
TOTAL 5,728 S.F.



1 BUILDING 2 WEST COURTS - EAST ELEVATION PARTIAL
Scale: 1/8"=1'-0"



2 BUILDING 2 WEST COURTS - EAST ELEVATION PARTIAL
Scale: 1/8"=1'-0"

LUCAS DEVELOPMENT
1818 Lake Roberts Landing Dr.
Winter Garden, FL 34787
(407) 697-9616

No.	Revision/Issue	Date

Project Name and Address
Ocoee Pickleball Facility

Project	25-129
Date	8/20/25
Scale	1/8"=1'-0"

Sheet
BUILDING COLOR ELEV

CITY OF OCOEE
NOTICE OF PUBLIC HEARING TO CONSIDER AN APPLICATION FOR A LARGE-SCALE PRELIMINARY SITE PLAN
OCOEE PICKLEBALL COMPLEX – VASANT SPORTS LLC
CASE NUMBER: LS-2025-005 (SAGE # 2025-0015)

NOTICE IS HEREBY GIVEN, pursuant to Article IV, Section 4-3A(3)(b), of the City of Ocoee Land Development Code, that on **TUESDAY, SEPTEMBER 16, 2025, at 6:15 P.M.** or as soon thereafter as practical, the **OCOEE CITY COMMISSION** will hold a **PUBLIC HEARING** at the City of Ocoee Commission Chambers, 1 North Bluford Avenue, Ocoee, Florida, to consider an application for a Large-Scale Preliminary Site Plan for the Ocoee Pickleball Complex – Vasant Sports LLC to be located on three (3) lots assigned parcel ID #s 21-22-28-3093-04-000, 21-22-28-3093-03-000, and 21-22-28-3093-06-000. Combined, the subject property contains approximately 6.08 acres and is generally located on the west side of Jacob Nathan Boulevard at the terminus of Matthew Paris Boulevard. The subject properties are addressed at 1100, 1050, and 1000 Jacob Nathan Boulevard. The applicant is proposing an indoor pickleball complex that would consist of indoor recreation, dining, event space, and retail uses.

Interested parties may appear at the public hearing and be heard with respect to the proposed action. The complete case file may be inspected at the Ocoee Development Services Department, located at 1 North Bluford Avenue, Ocoee, Florida, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, except for legal holidays. The City Commission may continue the public hearing to other dates and times as it deems necessary. Any interested party shall be advised that the dates, times, and places of any continuation of these or continued public hearings shall be announced during the hearings and that no further notices regarding these matters will be published. You are advised that any person who desires to appeal any decision made during the public hearings will need a record of the proceedings and, for this purpose, may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based. Persons with disabilities needing assistance to participate in any of the proceedings should contact the City Clerk's Office 48 hours in advance of the meeting at (407) 905-3105.
September 4, 2025 25-02412W

STAFF REPORT

Meeting Date: September 16, 2025
Item #: 16

Contact Name: Joyce Tolbert, Olena Stokych
Contact Number: Ext. 1516, Ext. 1521

Department Director: Vanna Lawitzke
City Manager: Craig Shadrix

Subject: Approval of the Shortlisted Firms for Interviews for Request for Proposals (RFP) #25-006 Lease and Operation of the Forest Lake Golf Club. (Procurement Manager Tolbert)

Background Summary: In compliance with the City of Ocoee (City) Purchasing Code Chapter 21, the City solicited proposals from qualified firms to perform all services identified in RFP #25-006 Lease and Operation of the Forest Lake Golf Club. For the purpose of securing a lease agreement with a qualified golf operator as the new tenant to operate, maintain, and market the city's municipal golf course and related facilities known as Forest Lake Golf Club, which is comprised of an 18-hole championship golf course, driving range, practice green(s), maintenance facility and cart barn, clubhouse, golf shop, restaurant, and other related facilities and improvements, all as further specified and designated by the City, in the City's sole discretion.

Forest Lake Golf Club originally opened in early 1995, Forest Lake encompasses 229 acres of Florida's sandy ridges. This is one of the few Florida golf venues operating as a standalone course not associated with a resort or housing. The new tenant will be required to perform services including, but not be limited to: provide a high-quality golf experience with an emphasis on excellent course playability and exceptional customer service; properly maintain the golf course and all facilities to preserve and enhance the City's investment: effectively and efficiently operate the Club golf operations, pro shop, restaurant, and grounds maintenance facilities to achieve acceptable profitability; market and promote the Club to increase market share and profit potential, including family and youth golf participation programs; develop and implement recommendations for a capital improvement master plan to update, enhance, and expand facilities to attract additional play and usage of clubhouse amenities.

The RFP was advertised on June 1, 2025, a Mandatory Pre-Proposal Conference was held on June 16, 2025, and the RFP was publicly opened on August 5, 2025. There were six (6) responses received. The City's Owner's Representative, Mr. Robert Utsey, Principal, ZHA Incorporated, and City Procurement Staff reviewed the proposals and all were considered responsive, see the attached Checklist. Attached are the six (6) responses, excluding financial statements which are confidential and exempt from public records.

The six (6) responses were evaluated by the RFP Evaluation Committee appointed by the City Manager, which consisted of five (5) members: Michael Rumer, Assistant City Manager; Michael Trent Hopper, Assistant Utilities Director; Mark Johnson, Parks and Leisure Services Director; Bob Doyle, PGA of America, Outside Expert Consultant; Scott Wellington, Senior Director, Section Business Operations, PGA of America, Outside Expert Consultant. The closed RFP Evaluation Committee meeting #1 Initial Discussions and Instructions and Negotiation Strategies was held on August 5, 2025. The public RFP Evaluation Committee meeting #2 was held on August 28, 2025, with the Evaluation Committee evaluating and shortlisting the firms on specific evaluation criteria. The Evaluation Committee short-listed the following three (3) firms in ranked order, and recommends the City Commission interview the top three (3) ranked firms, per the attached

shortlist/evaluation form.

The next steps are to hold City Commission-led interviews of the Commission-approved shortlist and then to hold lease negotiations with the lease agreement subsequently brought back to the City Commission for approval. It is important to note that the Committee's recommendations are recommendations only and that the City Commission has final authority over the list of respondents who are granted an interview.

The table below is the Evaluation Committee's rankings:

Rank	Respondent
1.	**Hampton Golf, Inc./FLGC Golf Holdings, LLC**
2.	**Ocoee Golf Holdings, LLC**
3.	**Tamarack Golf Management, LLC**
4.	Elite Golf Management, LLC
5.	Oliphant Golf Management, LLC d/b/a Oliphant Golf Management
6.	Aureus Greenway Holdings, Inc.

Issue:

Honorable Mayor and City Commission approval of a shortlist of responsive firms and set date(s) for Interviews for RFP #25-006 Lease and Operation of the Forest Lake Golf Club, as recommended by the Evaluation Committee?

Recommendations:

Staff recommends the Honorable Mayor and City Commission:

1) Approve the shortlisted three (3) firms for RFP #25-006 Lease and Operation of the Forest Lake Golf Club, as recommended by the Evaluation Committee or some variation thereof;
2) Schedule the date(s) for the City Commission to interview the Commission's approved shortlisted firms at a Special Session of the City Commission;
3) Determine any pre-interview submissions to be required of interviewees for review;
4) Determine the final methodology for interviews.

Attachments:

1. Shortlist and Individual Evaluation Forms
2. Checklist
3. Hampton Golf - Response, Confidential Financial Statement_Redacted
4. Ocoee Golf Holdings LLC - Response, Confidential Financial Statement_Redacted
5. Tamarack Golf Management LLC - Response
6. Elite Golf Management - Response
7. Oliphant Golf Management - Response
8. Aureus Greenway Holdings Inc. - Response
9. 25006RFP FOREST LAKE GOLF CLUB Final 53025
10. Addendum #1
11. Addendum #2
12. Addendum #3
13. Addendum #4

14. FLGC Flows 2022-2024 MGD – Addendum 4
15. Internal Audit of FCCI Policy – Addendum 4
16. RFI Back up information 070925 – Addendum 4

Financial Impacts:
None at this time.

Type of Item: Regular

RFP #25-006
LEASE AND OPERATION OF THE FOREST LAKE GOLF CLUB
SHORTLIST FOR INTERVIEWS

Respondent		Aureus Greenway Holdings, Inc.	Elite Golf Management, LLC	Hampton Golf, Inc./FLGC Golf Holdings, LLC	Ocoee Golf Holdings, LLC	Oliphant Golf Management, LLC d/b/a Oliphant Golf Management	Tamarack Golf Management, LLC
Evaluator 1		5	4	1	2	3	6
Evaluator 2		6	3	1	2	4	5
Evaluator 3		4	5	1	3	6	2
Evaluator 4		6	4	1	3	5	2
Evaluator 5		6	4	1	2	5	3
TOTAL		27	20	5	12	23	18
RANKING (1-6)		6	4	1	2	5	3

Note: Lowest Total is Top Ranking

The Evaluation Committee shortlisted the top three (3) ranked firms and recommends shortlisted firms be interviewed by the City Commission.

Evaluator #1

RFP #25-005
LEASE AND OPERATION OF THE FOREST LAKE GOLF CLUB
INDIVIDUAL EVALUATION FORM

Individual Evaluation Form

Evaluation Criteria	Aurora Speedway Holdings, Inc.	Elite Golf Management, LLC	Hampton Golf, Inc./FLGC Golf Holdings, LLC	Ocoee Golf Holdings, LLC	Oliphant Golf Management, LLC d/b/a Oliphant Golf Management	Tamarack Golf Management, LLC
Proposed Operations and Business Plan (0-20 Points)	11	13	17	15	18	15
Operating Experience (0-15 Points)	8	11	15	15	11	7
Compensation (Rent Offer) (0-20 Points)	8	13	17	7	9	12
Financial Capability/ Reporting and Accountability (0-15 Points)	12	6	13	13	7	5
Capital Improvement Plan (0 – 30 Points)	16	16	25	23	14	16
TOTAL POINTS (0-100 Points)	55	59	87	73	58	54
Member Ranking (1-6)	6	4	1	2	3	6

Evaluator Name: Bob Davis
Evaluator Signature: Bob Davis

Evaluator #2

RFP #25-006
LEASE AND OPERATION OF THE FOREST LAKE GOLF CLUB
INDIVIDUAL EVALUATION FORM

Individual Evaluation Form

Evaluation Criteria	Aureus Greenway Holdings, Inc.	Elite Golf Management, LLC	Hampton Golf, Inc./FLGC Golf Holdings, LLC	Ocoee Golf Holdings, LLC	Oliphant Golf Management, LLC d/b/a Oliphant Golf Management	Tamarack Golf Management, LLC
Proposed Operations and Business Plan **(0-20 Points)**	10	13	19	16	15	15
Operating Experience **(0-15 Points)**	6	~~13~~	15	13	11	8
Compensation (Rent Offer) **(0-20 Points)**	7	4	10	5	3	11
Financial Capability/ Reporting and Accountability **(0-15 Points)**	13	~~9~~ 11	9	10	10	6
Capital Improvement Plan **(0 – 30 Points)**	15	13	19	24	14	12
TOTAL POINTS (0-100 Points)	51	~~50~~ 54	72	68	53	52
Member Ranking (1-6)	6	3	1	2	~~3~~ 4	5

Evaluator Name Michael Hearce

Evaluator Signature

Evaluator #3

RFP #25-006
LEASE AND OPERATION OF THE FOREST LAKE GOLF CLUB
INDIVIDUAL EVALUATION FORM

Individual Evaluation Form

Evaluation Criteria	Aureus Greenway Holdings, Inc.	Elite Golf Management, LLC	Hampton Golf, Inc./FLGC Golf Holdings, LLC	Ocoee Golf Holdings, LLC	Oliphant Golf Management, LLC d/b/a Oliphant Golf Management	Tamarack Golf Management, LLC
Proposed Operations and Business Plan **(0-20 Points)**	20	16	18	20	18	18
Operating Experience **(0-15 Points)**	10	13	15	15	15	8
Compensation (Rent Offer) **(0-20 Points)**	14	14	13	10	12	20
Financial Capability/ Reporting and Accountability **(0-15 Points)**	12	12	13	11	12	7
Capital Improvement Plan **(0 – 30 Points)**	22	22	24	24	18	28
TOTAL POINTS (0-100 Points)	78	77	83	80	75	81
Member Ranking (1-6)	4	5	1	3	6	2

Evaluator Name Mark Johnson

Evaluator Signature Mark Johnson

Evaluator #4

RFP #25-006
LEASE AND OPERATION OF THE FOREST LAKE GOLF CLUB
INDIVIDUAL EVALUATION FORM

Individual Evaluation Form

Evaluation Criteria	Aureus Greenway Holdings, Inc.	Elite Golf Management, LLC	Hampton Golf, Inc./FLGC Golf Holdings, LLC	Ocoee Golf Holdings, LLC	Oliphant Golf Management, LLC d/b/a Oliphant Golf Management	Tamarack Golf Management, LLC
Proposed Operations and Business Plan **(0-20 Points)**	20	20	20	20	20	20
Operating Experience **(0-15 Points)**	12	15	15	14	15	12
Compensation (Rent Offer) **(0-20 Points)**	10	9	20	4	12	18
Financial Capability/ Reporting and Accountability **(0-15 Points)**	11	12	15	10	10	11
Capital Improvement Plan **(0 – 30 Points)**	9	13	22	23	10	25
TOTAL POINTS (0-100 Points)	62	69	92	71	67	86
Member Ranking (1-6)	6	4	1	3	5	2

Evaluator Name Michael Rumer

Evaluator Signature Michael Rumer

Evaluator #5

RFP #25-006
LEASE AND OPERATION OF THE FOREST LAKE GOLF CLUB
INDIVIDUAL EVALUATION FORM

Individual Evaluation Form

Evaluation Criteria	Aureus Greenway Holdings, Inc.	Elite Golf Management, LLC	Hampton Golf, Inc./FLGC Golf Holdings, LLC	Ocoee Golf Holdings, LLC	Oliphant Golf Management, LLC d/b/a Oliphant Golf Management	Tamarack Golf Management, LLC
Proposed Operations and Business Plan **(0-20 Points)**	10	15	18	18	13	15
Operating Experience **(0-15 Points)**	8	10	15	15	10	8
Compensation (Rent Offer) **(0-20 Points)**	12	12	15	10	7	15
Financial Capability/ Reporting and Accountability **(0-15 Points)**	10	10	12	10	10	10
Capital Improvement Plan **(0 – 30 Points)**	13	12	20	22	17	21
TOTAL POINTS (0-100 Points)	53	59	80	75	57	69
Member Ranking (1-6)	6	4	1	2	5	3

Evaluator Name Scott Wellington

Evaluator Signature

RFP #25-006
LEASE AND OPERATION OF THE FOREST LAKE GOLF CLUB

CHECKLIST/TABULATION
08/05/2025 2:00 P.M.

PROPOSER	Aureus Greenway Holdings, Inc.	Elite Golf Management, LLC	Hampton Golf, Inc./FLGC Golf Holdings, LLC	Ocoee Golf Holdings, LLC	Oliphant Golf Management, LLC d/b/a Oliphant Golf Management	Tamarack Golf Management, LLC
Acknowledge Addendum No. 1, 2, 3, 4 (**Attachment K**)	✓	✓	Received 08/06/2025	✓	✓	✓
Attend Mandatory Pre-Proposal Conference	✓	✓	✓	✓	✓	✓
Operations/Business Plan (Annual Operating Budget, Staffing Plan, Capital Improvement Plan) and Other Required Elements **(Section 3C)**	✓	✓	✓	✓	✓	✓
Compensation (Rent Offer) **(Attachment C)**	✓	✓	✓	✓	✓	✓
Operating Experience and References **(Secttion 3D&E, P. 24 RFP)**	✓	✓	✓	✓	✓	✓
Subcontractors Listing **(Section 3F P. 25 RFP)**	**DOWN TO EARTH**	**NONE**	**LAUNCHPAD GOLF**	**TROON GOLF**	**NONE**	**NONE**
Financial Statements: Capability, Financial Reporting & Accountability **(Section 3G&H P.26 RFP)**	✓	✓	✓	✓	✓	Received 08/06/2025
Proposer's Questionnaire/Summary of Litigation **(Attachment I)**	✓	✓	✓	✓	✓	✓
Execution of Offer Form **(Attachment J)**	✓	✓	✓	✓	✓	✓
Conflict of Interest Disclosure Form **(Attachment L)**	✓	✓	✓	✓	✓	✓
Non-Collusion Affidavit **(Attachment M)**	✓	✓	✓	✓	✓	✓
Drug-Free Workplace Form **(Attachment N)**	✓	✓	✓	✓	✓	✓
Sworn Statement on Public Entity Crimes Form **(Attachment O)**	✓	✓	✓	✓	✓	✓
Non-Segregated Facilities Form **(Attachment P)**	✓	✓	✓	✓	✓	✓
Scrutinized Companies' Lists Form **(Attachment Q)**	✓	✓	✓	✓	✓	✓
Human Trafficking Affidavit **(Attachment R)**	✓	✓	✓	✓	✓	✓
Company Not an Entity of Foreign Country of Concern Form **(Attachment S)**	✓	✓	✓	✓	✓	✓
Contractor E-Verify Affidavit **(Attachment T)**	✓	✓	Received 08/09/2025	✓	✓	✓

*Missing information considered a minor irregularity

Respondents listed in alphabetical order

RESPONSE TO REQUEST FOR PROPOSALS (RFP #25-006)
FOR THE LEASE AND OPERATION OF FOREST LAKE GOLF CLUB

FOREST LAKE GOLF CLUB

AUGUST 5, 2025

FOREST LAKE
GOLF CLUB



Prepared by:

FLGC GOLF HOLDINGS, LLC
In conjunction with
Hampton Golf, Inc.
Justin Kuehn

7845 Baymeadows Way | Jacksonville, FL 32256 | 904.564.9129 | www.hampton.golf

Joyce Tolbert
Procurement Manager
City of Ocoee

Dear Ms. Tolbert,

On behalf of FLGC Golf Holdings thank you for the opportunity to present FLGC Golf Holdings, LLC Hampton Golf's proposal for the lease and operation of the Forest Lake Golf Club. Hampton Golf Inc. is considered the leader in technologically advanced golf course and amenity management, with authority to do business in the State of Florida. Hampton Golf's management experience, marketing capabilities, and track record of success in increasingly competitive markets, combined with our industry relationships, provide the Club and City with an operating partner that is wholly focused on the success of the Club.

For golf clubs to succeed during this period, the facilities must have a strategic plan focused on increasing guest value and improving facility infrastructure and amenities while increasing rounds, guest participation, revenue, and net operating income. Hampton Golf understands and appreciates the amount of due diligence required to properly evaluate the best operator to partner with for long-term operations.

Hampton Golf's operational plans provide for facility improvements, implementation of proven systems, and enhancement of services for guests during the period of the agreement. Our demonstrated success in improving financial performance, increasing guest approval, and success with similar facilities reaffirms our ability as the best partner for the City. FLGC and Hampton Golf submits this proposal as a firm and irrevocable offer for 120 days from the proposal due date.

We look forward to the opportunity to discuss our proposal in greater detail.

Sincerely,



MG Orender
President, Hampton Golf
33rd President of the PGA of America

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Prepared by:
FLGC GOLF HOLDINGS, LLC
In conjunction with
Hampton Golf, Inc.
Justin Kuehn

7845 Baymeadows Way
Jacksonville, FL 32256
904.564.9129
jkuehn@hampton.golf
www.hampton.golf

Authorized to negotiate on behalf of the Offeror and answer questions regarding the proposal.

1) EXECUTIVE SUMMARY

After reviewing the RFP and evaluating the Club, FLGC and Hampton Golf firmly believe we can provide a higher level of service and performance to the City and Club Guests. At the same time, we operate, manage, and maintain the Club and related facilities in a fiscally responsible manner that produces financial results far beyond where the club has performed in prior years. In particular, Hampton Golf will significantly assist the City in reaching collectively identified goals, similar to the following:

- Improving aesthetics and the quality of playing conditions
- Providing improved value, service, and recreational amenities to Residents and Guests
- Concepting, developing/constructing, and maintaining amenities, common areas, Golf Course, equipment, and facilities to preserve and enhance the City's investment
- Installation of a marketing, programming, and business development plan to increase play, engagement, guest value, resident activity, and revenue

To achieve these mutually developed goals, Hampton Golf is prepared to implement its full complement of services and successfully strike the desired balance between operating the Club at a financially responsible level and providing best-in-class service and amenities for all Guest types to enjoy.

Hampton Golf's Vision Statement
To transform the industry through relentless learning and reimagination of the Club experience.

2) FIRM OVERVIEW

Established in 1999 by M.G. Orender, the 33rd President of The PGA of America, Hampton Golf has become one of the world's top 25 largest golf management companies, with golf courses and communities in states nationwide. Over the last 26 years, Hampton Golf has been involved with managing and operating more than 100 golf courses/communities and over 30 golf course constructions and/or renovations.

Hampton Golf has a wealth of experience in all aspects of the club management industry, including those specific areas described in the RFP, such as amenity construction, property redevelopment, golf course renovation, landscaping, programming, agronomy, golf shop, food & beverage, and financial management and operation, merchandise, lesson, membership, and special event sales; golf course, grounds, equipment and facilities maintenance; and marketing, tournament, human resource, and accounting experience. Hampton Golf currently operates and manages many types of communities/ golf courses/amenities, including municipally owned, semi-private, and private golf facilities.

3) QUALIFICATIONS & EXPERIENCE

FAQs for the City's review:

1. To what do you attribute your company's success?

With over 26 years of experience in community management and operations, we have found that **bigger is not better**. Modestly sized, Hampton Golf's executives are intimately involved in each managed property. **No other management company in the industry is closer to their clients' businesses and more involved in their success.**

2. Specific contractor qualifications unique to your company?

First, the proprietary training solutions, testing, and reporting built solely for Hampton Golf Team Members and Leaders share actionable philosophies for Team Members to grow their careers. Second, the City will work directly with the Executive Team and company leadership, with whom it will have a direct line of communication. **Finally, there is no other company in the industry that provides the level of technical and strategic marketing and sales support systems.**

3. What is your organization's growth strategy for the next five years?

Hampton Golf built a successful company with the concept of slow, strategic growth is paramount. Measured, tested, and durable, the growth strategy is modest, growing by a net of three managed clubs/communities every 12 months. Hampton Golf will not outgrow the exceptional support services or the closeness provided to each client/partner.

Summary:

Hampton Golf's comprehensive lease and management proposal for Forest Lake Golf Club will bring professional expertise and significant capital investment to enhance Ocoee's premier recreational asset. As a leading golf course management company with facilities nationwide and over 3,000 team members, Hampton Golf's proven track record demonstrates its commitment to transforming golf facilities through strategic investments and operational excellence.

Investment Commitments

Facility Improvements

Hampton Golf's investment philosophy centers on comprehensive facility enhancement within the first 4-5 months of management, including:

- **Turf Health & Agronomy:** Implementation of advanced agronomic practices and significant investment in course conditioning to achieve tournament-quality playing surfaces
- **Infrastructure Upgrades:** Systematic improvements from basic facility maintenance to capital improvements, ensuring all aspects of the facility meet professional standards
- **Amenity Enhancements:** Restaurant and clubhouse improvements focusing on ambiance, menu development, and guest experience
  - **Relocating the driving range**
  - **Building new state of the art Launch Pad Event Venue/Clubhouse**

  - Multilevel or single-tier suite design depending on final site engineering
  - Approximately 40 climate-controlled hitting bays with lounge seating
  - Full-service bar and restaurant with views of the range
  - Indoor/outdoor flow, welcoming both players and guests
  - Outdoor patio, fire pits, and community activation zones
- **Technology Integration:** Implementation of Hampton Golf's proprietary digital management solutions for operational efficiency alongside Launch Pad's technology

Enhanced Guest Experience

Launch Pad Professional Service Standards

- Deployment of PGA-certified professionals to ensure expert instruction and customer service
- Comprehensive staff training programs focusing on hospitality excellence
- Implementation of proven customer service protocols from Hampton Golf's property portfolio

Course Quality Improvements

- Professional turf management ensuring optimal playing conditions year-round
- Strategic maintenance scheduling to minimize guest disruption
- Enhanced practice facilities and short game areas
- Improved pace of play through professional course management

Benefits to City Assets

Asset Value Enhancement

- The property will now lend itself to both resident golfers and resident non-golfers, increasing overall taxpayer's use of the City's asset
- Capital improvements funded by FLGC, not city taxpayers
- Systematic maintenance preventing costly deferred maintenance issues
- Professional financial oversight ensuring sustainable operations

Operational Excellence

- Centralized services including accounting, marketing, human resources, and legal support
- Proven operational systems that have collectively saved facilities $500,000 in expenses while increasing revenue by $1 million annually
- Professional procurement and vendor management leveraging Hampton Golf's buying power
- Risk management and insurance optimization

Benefits to Ocoee Residents

Community Recreation

- Addition of new Launch Pad complex opens up use beyond just golfing taxpayers, non-golfing

taxpayers will utilize the benefits of the state of the art entertainment venue
- Ocoee Residents will received discounted pricing of 10% for rounds of golf and driving range use
- Youth golf programs and instruction opportunities
- Enhanced tournament hosting capabilities, bringing visitors to Ocoee

Economic Impact

- Professional management ensuring long-term facility sustainability
- Job creation and professional development opportunities for local staff
- Increased tourism and visitor spending through enhanced reputation
- Preservation of valuable recreational amenity without city operational burden or further capital participation

Quality of Life

- World-class recreational facility enhancing Ocoee's desirability as a place to live
- Professional maintenance ensuring residents have access to their quality municipal golf course
- Community gathering place with enhanced dining and social amenities
- Pride in having a professionally managed, entertainment complex and tournament-quality facility

Conclusion

FLGC'c capital and Hampton Golf's management will transform Forest Lake Golf Club into a premier destination while preserving its unique character as Central Florida's pure golf experience. Through strategic investments in course conditions, facility improvements, and operational excellence, FLGC/ Hampton Golf will enhance the guest experience, protect the city's valuable asset, and provide Ocoee residents with a world-class recreational facility managed by industry professionals with a proven track record of success.

4) FLGC GOLF HOLDINGS, LLC FINANCIAL INFORMATION

FLGC Golf Holdings, LLC has sufficient resources and capabilities to meet the financial property enhancement needs and operational requirements necessary for the successful management and operation of the property. In addition to FLGC's capability, Hampton Golf has been involved in the procurement of over $80,000,000 in capital to deploy into the hospitality/golf business. Hampton Golf manages clubs and communities with a related income in excess of $200,000,000. Hampton Golf recognizes the importance of demonstrating a secure and meaningful financial relationship with its partners and has consistently been able to do so.

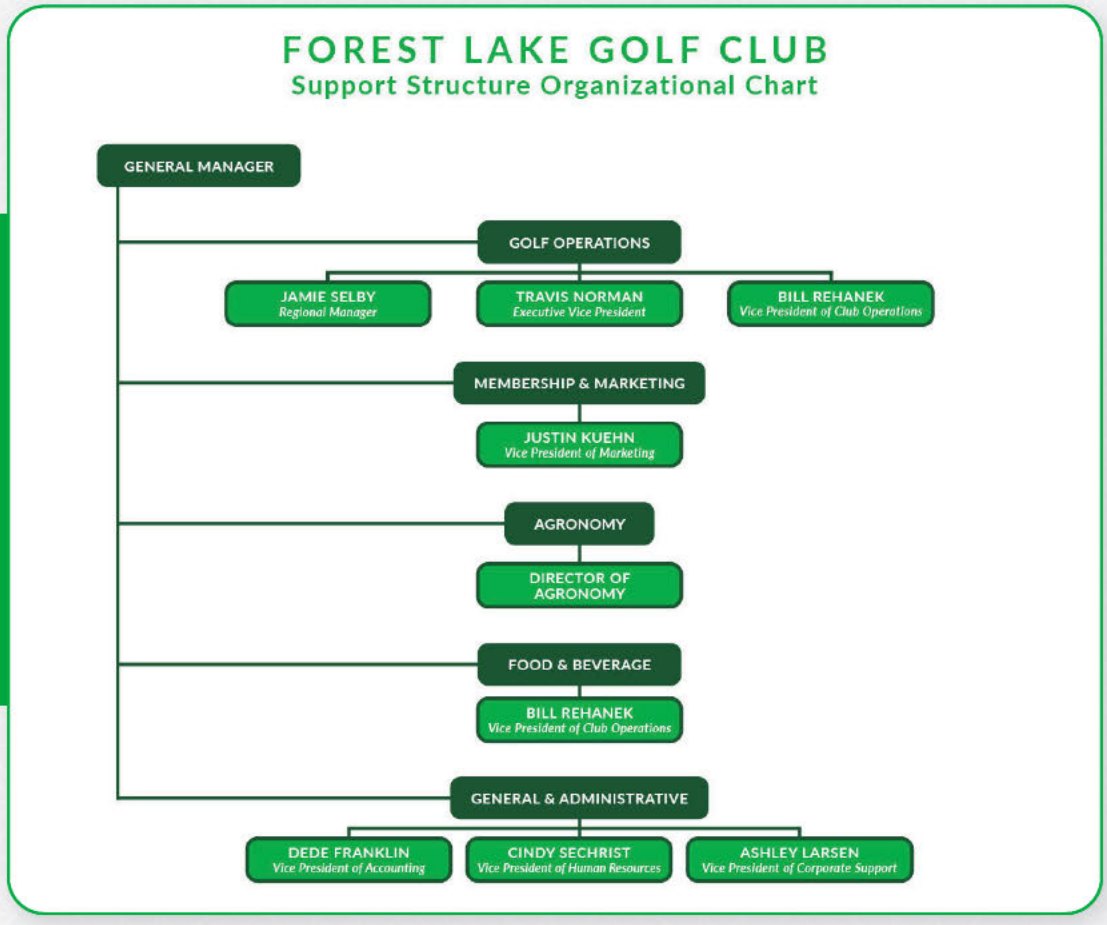
5) ORGANIZATION

At the core of our operational success are the General Manager and the dedicated Department Heads who play pivotal roles in steering their respective departments toward achieving organizational goals. Their leadership, strategic insight, and commitment to excellence are crucial and will be enhanced through our partnership.

The success of the General Manager and Department Heads is significantly bolstered by the unwavering support from the Regional Manager, Vice President of Operations, Vice President of Sales and Marketing, and Hampton Golf's support teams. The Regional Manager and Vice President of Operations are a vital link between the departments and the broader organizational strategy, providing guidance and strategic direction to ensure alignment with overarching objectives.

Through their diligence and dedication, the support teams ensure smooth day-to-day operations by providing essential assistance, managing administrative tasks, and offering valuable insights that contribute to informed decision-making.

Our collective success as an organization is a testament to the collaborative effort, professionalism, and dedication of each individual and team involved in this support structure.





The number of full-time and part-time employees by position title, educational experience required to qualify for each type of position, and anticipated salary range will be identified during the budgeting process, assuming Hampton Golf is awarded the contract.

6) FINANCIAL MANAGEMENT

Centralized Accounting Services

HG's centralized accounting team utilizes a well-established system for managing the accounting practices of its managed facilities. HG's approach to risk management, insurance, licensing, and other government requirements is tracked and managed daily to ensure the Club remains compliant with all regulations and is protected at all times. HG's centralized accounting team performs all necessary accounting functions remotely, eliminating the need for on-site accounting staff, **thus reducing employee expenses.** Each HG-managed facility has one Accountant and two clerks assigned. The functions of the accounting team are:

- Annual budgeting and proforma forecasting
- General ledger maintenance
- AR/AP
- Cash control and reconciliation
- Inventory management
- Sales and other use taxes
- Monthly/annual financial reporting
- Payroll processing
- Leases, insurance, permits and licenses
- Human resources support

Hampton Golf's Centralized Accounting Team provides complete accounting and financial management services to assist in the successful operation of the facility. **The Accounting Team will meet the needs identified by the City,** including the establishment and maintenance of consistent procedures for reporting financial performance and associated metrics.

Hampton Golf Internal Oversight

Hampton Golf's Executive Team is constantly focused on each of its partner's facilities. Agronomy, facility management, customer service, revenue, expenses, and all other components of a property are monitored on a weekly basis by the Executive Team through HG's proprietary weekly reports. HG's weekly reports not only review what had taken place for the week prior (income, expenses, course conditions, labor, weather, etc.) but, more importantly, a forecast for the upcoming week is reviewed. **This type of consistent forecasting allows operations to adjust scheduling and either reduce or increase labor hours based on the usage of the facility. The forecasting also provides the HG Marketing Team with information necessary to execute marketing initiatives based on tee sheet capacity and availability.**

Members of Hampton Golf's Executive Team and the Regional Manager will be on-site to evaluate all facility components and ensure that the expectations of both the City and Guests are exceeded.

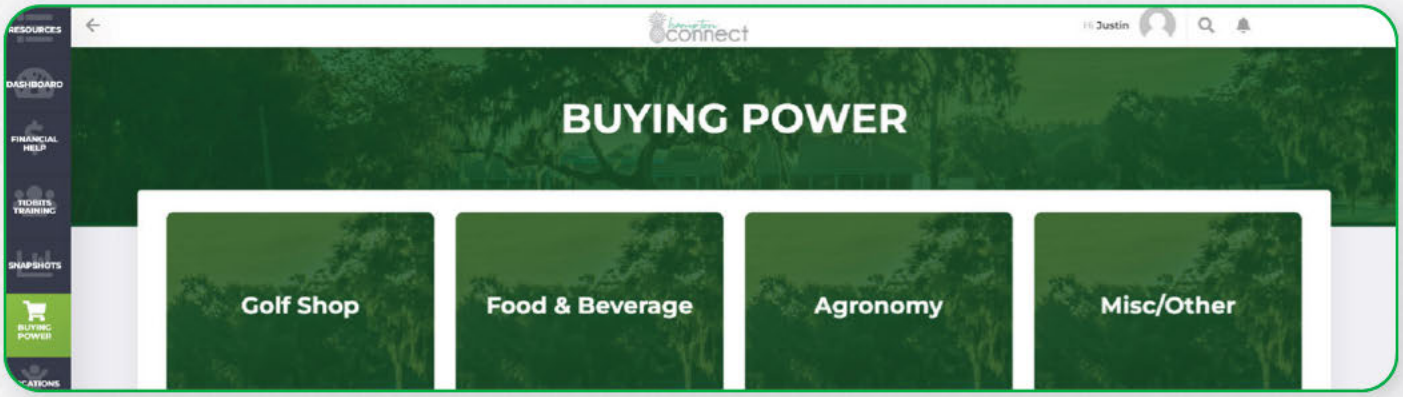
The union of consistent forecasting through weekly reporting, extensively detailed monthly reporting, real-time reporting through mobile devices, and on-site oversight by the HG Executive Team makes Hampton Golf's internal oversight program one of the most respected and appreciated in the industry.



7) BUYING POWER

Hampton Golf will reduce the cost of goods sold in all departments by placing the Club in our group buying program. By using our relationships within the industry and combining the Club with others in the portfolio, the Club will appreciate savings at or above the level currently offered by its current management company.

NOTE: Although respondents to the RFP can make similar promises, Hampton Golf believes its ability to negotiate and manage purchases for the Club will be very competitive within the industry. Hampton Golf will use national account partners to provide lower pricing, extended terms, free or discounted fixtures and furnishings, and access to special closeout merchandise. Hampton Golf's professional relationships with equipment manufacturers, food purveyors, maintenance equipment providers, merchandise providers, and others will allow the Club to receive significantly discounted materials, credits, and rebates.



8) SERVICES & OPERATIONS

Hampton Golf presents an opportunity to partner with dedicated industry experts who have the experience, knowledge — and especially similar product wherewithal to provide a comprehensive approach that improves the value proposition to benefit the City, Ocoee Residents, Club Members, and Guests.

Approach

The Club and City will benefit significantly from an operational re-focus and re-energizing. As such, the RFP response squarely aligns with the City's overarching thinking that emphasizes enhancing the professional management of the Club and realizing the City's vision to reshape the Guest experience while providing improved value, service, programming, and amenities for all residents.

FLGC Golf Holdings/Hampton Golf plan to (1) Invest over **16 million dollars** in new entertainment/ driving range/clubhouse (2) revitalize the golf course and the club's physical plant, (2) install exciting event programming and intensify marketing/promotion to increase usage, (3) re-energize Team Members, and (4) hire and develop the best talent to promote the highest level of customer service.

1. Invest in new entertainment/driving range/golf clubhouse. In conjunction with Launch Pad, FLGC will build a state of the art complex for all residents to enjoy.

2. Revitalize the golf course and the Club's physical plant – Hampton Golf is poised to transform the Forest Lake Golf Course through a comprehensive revitalization strategy that combines proven operational excellence with strategic capital investments. Leveraging our extensive experience in golf course management, Hampton Golf will implement best-in-class maintenance protocols, advanced agronomic practices, and cutting-edge technology to restore the course to championship conditions while enhancing the overall member and guest experience. Planned capital improvements will address critical infrastructure needs, including clubhouse renovations, cart path upgrades, irrigation system modernization, and equipment fleet replacement, all designed to elevate the facility's standards and ensure long-term sustainability. Through this holistic approach to operational management and facility enhancement, Hampton Golf will breathe new life into the Forest Lake Golf Course, creating a premier golf destination that honors the club's heritage while positioning it for future success in an increasingly competitive market.

3. Increase Resident, Member, and Guest Usage – Engaging residents, members, and guests through diverse programming and events is crucial for the long-term success and sustainability of an entertainment event venue/golf club. A well-rounded calendar of activities not only enhances the experience but also drives guest retention, attracts new residents, and strengthens the club's community. A club is not immune to the Law of Diminishing Marginal Utility; therefore, it must consistently re-focus events and offerings to maintain active participation of all customer types and profiles. Hampton Golf is adept at managing this landscape and will deliver an outstanding offering for all customer types to partake in.

4. Reenergization of Team Members – As a steward for the City, Club and the Team Members we serve, Hampton Golf will point significant resources at Team Member career satisfaction. Employee reenergization is fundamental to maintaining a thriving, productive workplace culture and preventing burnout. When Team Members become depleted or disengaged, it impacts not only their individual performance but also team dynamics, customer service quality, and ultimately, the bottom line. To effectively reenergize employees, Hampton Golf will implement a multi-faceted approach that includes regular wellness checks (check-ins), flexible scheduling options, and meaningful recognition programs (Orender Service Award, among others). An important and often overlooked point, Hampton Golf fosters an environment where employees feel valued, heard, and supported in their professional journey, as this sense of purpose and appreciation is often the most powerful energizer. Regular feedback sessions, career development opportunities, and clear communication about Community and organizational goals help Team Members stay connected to their work's broader impact and maintain their enthusiasm over the long term.

5. Hire and develop the best talent to promote the highest level of customer service – Hampton Golf distinguishes itself through a meticulous talent acquisition strategy that combines rigorous recruitment with an eye for hospitality excellence. The company employs a multi-tiered selection process that identifies candidates who not only possess technical industry knowledge but also demonstrate exceptional interpersonal abilities and a natural service orientation. Rather than simply filling positions, Hampton Golf builds teams of professionals who genuinely understand

that extraordinary service experiences create lasting impressions and member loyalty. Their recruitment philosophy centers on finding individuals whose personal values align with the company's commitment to creating memorable experiences for members and guests at every touchpoint.

Once onboarded, Hampton Golf invests substantially in continuous professional development through its proprietary training programs. The comprehensive curriculum combines classroom learning, on-the-job coaching, and regular service standard evaluations to consistently elevate performance. Team members receive personalized development plans that address technical skills while emphasizing the nuanced art of anticipatory service—the ability to identify and fulfill member and guest needs before they're expressed. By pairing new associates with experienced mentors and providing clear advancement pathways, Hampton Golf maintains an impressive retention rate while building deep institutional knowledge. This commitment to talent development creates a virtuous cycle where exceptional service becomes self-reinforcing, as seasoned professionals model and cultivate Hampton Golf's signature hospitality-focused culture throughout the organization.

Growing Resident, Member, and Guest Golf Usage

A proactive revenue management model partnered with outbound targeted marketing and nurturing player development will increase golf rounds, club usage, and revenue. Key aspects include:

- Introduction of Guest offerings to align with underutilized tee sheet periods (automated predictive pricing system installation)
- Emphasizing golf programming – notably, golf events, tournaments and leagues
- Tracking each Guest's activity and communicating tailored messages based on their unique behaviors and activities
- Implementing programs specifically designed to encourage incremental spending during each visit without compromising margins
- Expanding hours of operation (if needed when utilization is explored)

In today's hyper-competitive world, prioritizing a professional marketing and sales culture is essential. "Build-it-and-they-shall-come" reliance should not apply. **Hampton Golf blends art and science (rooted in data) to efficiently connect with all customer types at the right time with engaging content that prompts action.**

We will proactively manage the marketing process, identifying specific revenue levers to meet the desired goals and objectives.

Business is poised to be flat without new prospects nurtured for extended periods. That is why we proactively operate under a consistent and unceasing story-telling philosophy centered on the exceptional value offered.

- Prospect Acquisition—HG's Marketing Team will establish measurable, effective, and inviting prospect acquisition programs that attract new resident, guest, member, and special event

prospects. Acquisition tactics serve the same goal—to attract new prospects via focused strategies that best target the message to appropriate audiences by product/service, geography, and guest type. These programs and efforts will be tracked in the Club's CRM and marketing automation system, which includes the details and effectiveness of promotion, event, and campaign.

• Customer Retention – Acquiring new customers is only half the equation. Keeping them coming back is the key to growth and sustainability. Hampton Golf will design, execute, and measure several programs to inspire and lock in longtime loyalties, including:

- Hampton Golf's data scientists utilize spending habits to analyze at-risk customer types, behavior trends, unique purchasing habits, play history, and anticipated "steady state" future value.
- We analyze potential marketing strategies designed to increase usage and the frequency of guest participation.
- We operate with 'Big Ears,' listening attentively to our different customer profiles and shaping operations, events, marketing, and experiences to fit their requests.
- We survey and execute the actions requested by our Guests. One complete club survey per year and department-specific surveys on events and other essential actions.

An example of Membership sales collateral is included in additional documents.

Technology and Touch-Point of Sale

Hampton Golf will either introduce or overhaul/enhance and right-size the Point of Sale (POS) technologies, operating systems, and tee sheets, enabling the full capabilities of our sales/marketing, accounting, and data teams. HG will use best judgment to procure and update the current POS systems.

Golf Operations

HG will professionally manage golf operations consistent with premier daily-fee facilities nationwide. HG will manage and oversee the collection of fees, provide starters and course attendants, and bag and cart services. In addition to selling merchandise, renting golf equipment, and maintaining the pace of play, HG will market and promote outings, leagues, and growth of the game programs. These and other golf operation services will be performed professionally by expertly trained HG Team Members to achieve the goals of the Club.

HG will provide guest assistance through starters and player assistants on the Course and, when and where appropriate, bag and cart attendants at check-in and completion of the round. HG will manage pace-of-play programs to maintain accurate starting times, maximize golf course utilization, and maximize enjoyment for our Members and Guests.

THE GOLFER'S JOURNEY

1



The golfer's journey begins with the tee time reservation process. Attentively managing Forest Lake Golf Club point-of-sale and tee time systems encourages easy booking via online (mobile, desktop, tablet) telephone, golf shop and third-party affiliates.

2



Upon arrival, Guests will enter Forest Lake Golf Club's expertly merchandised golf shop offering high quality, competitively priced items. Welcoming attendants will greet each Guest, collect contact information, process payments, and politely usher Guests to the next stage of their journey.

3



Course starters will maintain punctuality on the first tee and provide Guests with pertinent course information prior to their round. "Starter Scripts" inform Guests of pin positions, golf cart rules, pace of play, restroom locations, and beverage cart availability.

4



Course marshals and beverage cart attendants will serve to enhance Guests' experience while on the golf course. Marshals assist groups by maintaining the expected pace of play, while beverage cart attendants quench thirsts.

5



At the conclusion of each round, cart attendants will thank Guests for visiting and invite them to reserve their next round. If available, Guests are directed to the club restaurant to eat, drink, and relive the shots that could have been.

"The foundation of our successful culture consists of hiring quality people and utilizing our proprietary Guest experience training program. Using a holistic view of the Guest journey, Team Members learn to empathize with each Guest, anticipate and service their needs, then introduce them to the next portion of their journey, creating a positive, seamless experience."

MG ORENDER, FOUNDER



Tournaments & Outings

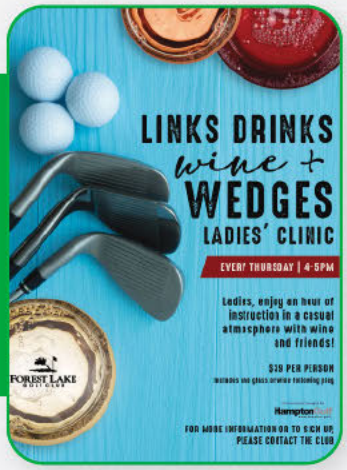
HG will develop and implement an aggressive sales program for golf outings and tournaments – targeting local and regional businesses, charities, associations, churches, schools, etc., to pre-book group business.

An experienced, sales-oriented individual employed at the facility will utilize HG's Marketing and Sales Team and the established, proven systems of the sales cycle to acquire and retain events. HG will deliver its proven online, telephone, printed, and in-person sales programs, sales collateral, lead tracking programs, and sales presentations. The fulfillment of golf tournaments and outings will emphasize the improved guest experience with professional tournament services, which are included with all contracted group outings.



Golf Events Programming

HG will develop and implement a superior schedule of programmed special events for golfers, with all programmed events focused on improving engagement and participation. Events will include both competitive and social formats, including such programs as open tournaments, night golf, scrambles, 9-hole mixers, and more.









Golf Course Play

HG will work with, when necessary, both a Men's and Women's Golf Association from the most active and engaged Members. As ambassadors of the Club and among the most loyal, these golfers expect and deserve a professional staff that will:

- Develop programs, events, contests and socials
- Track scores and participation
- Attend group meetings
- Coordinate their varying tee time schedules
- Listen!

HG will work closely with the Association's officers and members to support their programs while maintaining fair and equitable access to the tee sheet for all Members.

Player Development Programs

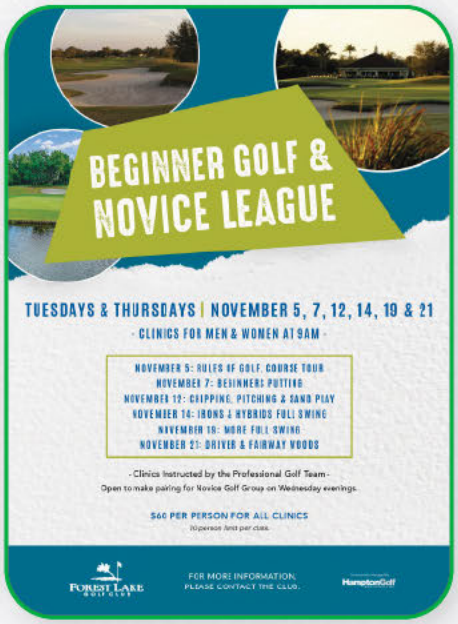
HG will implement successful golfer development programs to meet the learning needs of men, women, juniors, beginners, seniors, families, individuals with disabilities, and avid players. **As an active participant in Play Golf America, a program founded by Hampton Golf's President, MG Orender, during his role as President of The PGA of America, HG's philosophy in all learning programs is to provide fun, non-threatening, and inexpensive opportunities that bring and retain all golfers permanently into the game of golf.**

The First Tee

Hampton Golf supports The First Tee all across the state of Florida, which enables kids to build the strength of character that empowers them through a lifetime of new challenges. By seamlessly integrating the game of golf with life skills curriculum, we create learning experiences that build inner strength, self-confidence, and resilience that kids can carry to everything they do.

Some examples of successful and innovative player development programs that can be implemented at the Club:







Retail Merchandising

HG will offer for sale high-quality, competitively priced golf retail merchandise. Under the direction of HG's National Merchandise Manager, Ashley Larsen, HG will develop an annual buying plan to maintain national accounts with preferred partner vendors.

HG's National Account partners will provide lower pricing, extended terms, free or discounted fixtures and furnishings, and access to special close-out merchandise. HG will appropriately stock and display retail merchandise using attractive displays, prominent tasteful signage, appealing pricing, rotation of merchandise throughout the shop, easy availability of impulse items, and package pricing. Utilizing both the national schedule of holidays and the local market's seasons, the Club will develop and implement appropriate promotions to increase retail merchandise sales during higher-than-usual shopping times.



Golf Cart Fleet Operations

HG will maintain the Club's golf carts and keep them clean and in working order. HG maintains standard golf cart rental policies at its managed golf courses. Equipment operators, outside service personnel, and on-site mechanics will be trained in the proper use and care of the golf carts. HG works closely with golf cart distributors to ensure technical support and training are of the highest quality. Proper servicing and maintenance enhance the golfer's experience, extend the useful life of carts, and increase after-market trade-in values.

HG utilizes an established, proven system for cart management, including weekly cart maintenance logs. These logs inspect battery meter readings, tire pressure, brakes, unnecessary tire wear, detailed cleaning, and the manufacturer's suggested servicing. All carts will be stored and rotated to prolong the life of each vehicle and provide the best possible golf cart experience for the guest.

9) AGRONOMY, GOLF COURSE AND TURF GRASS MAINTENANCE

The National Golf Foundation's annual survey of golfers shows that course conditions are the No. 1 reason one course is preferred over another. This confirms that product perfection equates to a favorable price-value relationship.

Hampton Golf's Agronomy Team is highly educated, skilled, and determined to deliver outstanding playing experiences to each guest daily. Our guest-centric approach is more than simply growing grass. The focus is also on healthy turf, eco-sustainability, and keen attention to detail across the total acreage. This corresponds with a reasonable budget required to impress golfers repeatedly and earn positive word of mouth. Commitments to excellence from the golf course superintendent and others on the maintenance crew lead to efficiencies in staffing and a high-quality, desirable end product.

Strategy & Plan

For Forest Lake Golf Club, a written agronomic plan will establish short-term and long-term goals, considering the maintenance and business needs of the Club. They will align with course upkeep tactics along a clear schedule (e.g., verti-cutting, aeration, etc.) for quality assurance measures. The conditioning blueprint accounts for seasonality yet is flexible to meet nuances in weather conditions, golfer traffic, potential capital expenditures, and other variables. We will strictly adhere to an approved budget consistent with standards and metrics within the agronomic plans.

Advanced Scoreboards (online task tracking solution) labor and project analysis aids our superintendents in creating efficient and effective budgets. HG benchmarks each agronomic plan against similar facilities in our portfolio to identify areas of opportunity. In addition to labor analysis, the HG agronomic plan includes a chemical and fertilization schedule with integrated budget calculators based on application frequency, product cost, and treated acreage.

Core Cultural Practices

Hampton Golf will leverage its talent and resources to properly care for and produce impressive playing conditions for the Club. Obtaining a healthy strand of turfgrass is accomplished through a

myriad of strategies and tactics governing common surface and sub-surface (growing medium) variables.

- Irrigation
- Mowing
- Aerification
- Rolling
- Topdressing
- Fertilization
- Weed Control
- Detail Work

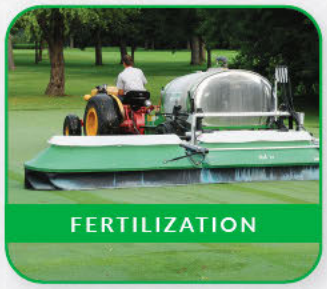
















Environmental Stewardship

Hampton Golf is widely recognized as one of the industry's most eco-friendly companies, and at Forest Lake Golf Club, plans to conserve and improve environmental quality while enhancing golfers' experiences will be in place. Specific examples of next-level environmental stewardship include:

Plastic Bottle Minimization: At numerous facilities nationwide, HG has instituted a "plastic bottle ban" to reduce plastic pollution in the world's oceans, fight the negative impacts of plastic pollution, and cut landfill inputs.

Planting Trees: Working with the Board, HG can enact a tree-planting program, identifying areas of the golf courses to convert from maintained turf to tee-planted forests without impacting the playability of the courses and turf health.

Team

Hampton Golf is exceptionally selective in employing highly qualified golf course superintendents. They must hold a passion for satisfying guests and an unwavering pride in performance. They must also be leaders with command over "what great looks and plays like" based on where the Club is positioned in the market. Support and guidance for the current Superintendent will be valuable for product enhancement.

Support, Accountability & Outcome

In tandem with the on-site management team, the Superintendent benefits from the hands-on support of a Hampton Golf Regional Director of Agronomy. Periodic site visits yield a Manager's Report with course and property photos and a detailed narrative of agronomic activities, conditions, action plans, resources, timelines, and metrics. The report is shared with the Club. This level of support promotes healthy turfgrass, exceptional playability, an aesthetic "wow," and, most importantly, guest satisfaction – all with "bang-for-the-buck" efficiency.

Facilities Maintenance

Hampton Golf utilizes a proprietary facility and operations evaluation program titled POP (property observation program). This program is tailored to meet individual facility needs and consider the specific and changing profile of the particular market.

This thorough biannual evaluation includes all physical plant components and a complete cure plan for all necessary actionable improvements. Members of the HG Executive and Regional Teams perform this highly important function. These processes allow Hampton Golf to correct product declines and continue pointing efforts to value enhancement.

Task management and task tracking are crucial when balancing maintenance duties. There is often a reflex to run towards the next request with little strategy in place. HG will introduce a maintenance ticket request system, allowing the facilities and custodial teams to manage priorities and stay on task.



10) FOOD AND BEVERAGE OPERATIONS

HG will support and mentor while working closely with the Director of Food and Beverage to offer high-quality, properly priced food and beverage menu items for sale. Under the guidance of HG's Vice President of Food and Beverage, Regional Manager, and Vice President of Operations, HG will develop an annual buying and operating plan to ensure a healthful and efficient operation, develop an attractive menu, and design attractive displays and promotions for daily and catering/banquet operations.









Food & Beverage services will be designed to conform to the kitchens and dining facilities, including food and beverage inventory management, food preparation, service, on-course beverage cart service, and catering banquet operations. All necessary licenses and permits will be obtained and kept current, all health standards and regulations will be strictly followed, and all equipment and fixtures will be maintained in good working order.

HG will assist in developing a menu based on input from Members and Guests, considering the kitchens' capabilities and historical sales. Surveying of Guests will be employed to gather feedback on possible improvements and enhancements to service levels, food quality, and menu options. HG develops menus to allow for multiple uses of stocked food items and little spoilage.

**See next page for menu example*

HG has developed and implemented several programs and procedures to build and maintain profitable a la carte and event business, trained Team Members in procedures unique to operating successful food and beverage operations, and instilled the firm's TidBits training program to ensure exceptional customer contact.

HG's extensive technical experience and skills in managing and operating food and beverage outlets similar to Forest Lake will serve Guests well with those operations under HG's management.


FOREST LAKE
GOLF CLUB
AROUND THE BAR
Chips & Salsa $6.95
House-made tortilla chips served with a side of fire-roasted salsa | Add queso +2
Chicken Wings $14.95
Ten wings tossed in your choice of sauce: Buffalo, BBQ, Cajun Ranch, Honey Mustard, Jerk, Lemon Pepper, Teriyaki or Signature Dry Rub, served with your choice of ranch or blue cheese and celery
Upgrade your wings with Sweet Thai Chili Sauce, Cary Habanero Sauce, Honey Sriracha or Blackened Seasoning $1.00
Pow Pow Shrimp $12.95
Nine fried shrimp tossed in spicy pow pow sauce, garnished with sesame seeds and scallions, served on a bed of lettuce
Fried Mozzarella Sticks $7.95
Seven mozzarella sticks served with a side of marinara sauce
Cheeseburger Sliders $9.95
Two sliders dressed with mayo, lettuce, tomato and cheddar cheese, served with onion straws
Add a slider +2.50 | Add fries +1.50
Ultimate Scratch Nachos $10.95
Crisp, house-made tortilla chips covered in shredded lettuce, cheddar cheese and queso sauce, topped with sour cream and fresh pico de gallo
Add chicken, steak or pulled pork +5.00 | Add shrimp +5.50
Quesadilla $9.95
A mix of Monterey Jack and cheddar cheese with sautéed bell peppers and onions
Add chicken, steak or pulled pork +5.00 | Add shrimp +5.50
Crispy Chicken Bites $9.95
Hand-breaded chicken with choice of sauce: Ranch, Honey Mustard, Cajun Ranch, BBQ, Buffalo or Teriyaki
Cheese Fries $8.95
Fries topped with cheddar-Jack cheese, bacon and green onions, served with ranch dressing
Potato Skins $7.95
Served with sour cream
Mountain Melt $15.95
Six breaded chicken tenders, fried and tossed in your favorite sauce, served over fries with melted cheddar and Jack cheese and bacon bits, with your choice of ranch or blue cheese dipping sauce
Truffle Fries $8.95
Zucchini Fries $7.95
Corn Nuggets $6.95
Fried Pickles $6.95
Fried Mushrooms $8.95
SALADS
Ranch | Blue Cheese | Italian | Honey Mustard | Balsamic Vinaigrette | Caesar | Thousand Island
Add chicken or steak +5.00 | Add shrimp +5.50 | Add tuna +6.00
House Salad $8.95
Chopped romaine lettuce, tomatoes, cucumbers, shredded cheese, onions and croutons
Classic Caesar $8.95
Chopped romaine lettuce, Parmesan cheese, croutons and Caesar dressing
Blue Sky Cobb Salad ..... $6.95 | $13.95
Romaine lettuce, tomatoes, hard-boiled egg, bacon bits, bleu cheese crumbles, onions and grilled chicken
Chef Salad ..... $6.95 | $12.95
Chopped romaine lettuce, tomatoes, onions, hard-boiled egg, cucumbers, ham, turkey, bacon bits, croutons and Swiss cheese with choice of dressing
Chimichurri Steak Salad $13.95
Chopped romaine lettuce, pico de gallo, cheddar-jack cheese, shaved ribeye and chimichurri sauce
Antipasto Salad $13.95
Romaine lettuce, tomatoes, red onions, mozzarella cheese, roasted red peppers, pepperoni, salami and ham with Italian dressing
Additional sauces are .50¢ each.
Consuming raw or undercooked meat, fish or poultry may increase the risk of contracting foodborne illness, especially for individuals with medical concerns or allergies. Please make your server aware of any medical concerns or food allergies.
FLATBREADS
Pepperoni Flatbread $11.95
Pepperoni, mozzarella cheese and pepperoni
Buffalo Chicken Flatbread $12.95
Ranch dressing, mozzarella cheese, crispy chicken bites tossed in Buffalo sauce, with bacon bits and green onions
BBQ Chicken Flatbread $12.95
BBQ sauce, mozzarella cheese, shredded chicken and caramelized onions
TACOS
Blackened Mahi Tacos $10.95
Romaine lettuce, pico de gallo, Cotija cheese and a chipotle aioli drizzle in a flour tortilla, served with sour cream
Pow Pow Shrimp Tacos $10.95
Fried shrimp, romaine lettuce, pow pow sauce, sesame seeds and green onions in a flour tortilla, served with sour cream
Chimichurri Steak Tacos $10.95
Shaved ribeye, chimichurri, pico de gallo, cheddar-Jack cheese and pickled red onions in a flour tortilla, served with sour cream
Blue Sky Tacos $9.95
Choice of grilled chicken or ground beef with romaine lettuce, pico de gallo and cheddar-Jack cheese in a flour tortilla, served with sour cream
BURGERS
Served with your choice of House Chips, Coleslaw or Fries | Substitute Sweet Potato Fries, Onion Rings or Side Salad +2.00
Blue Sky Burger $11.95
Seasoned hand patty, served on or toasted, buttered bun (no bun, lettuce, tomato, onion and mayo)
Smokehouse Burger $15.95
Topped with BBQ sauce, cheddar cheese, bacon and onion straws with lettuce and tomato on a brioche bun
Patty Melt $13.95
Served on challah bread topped with Swiss cheese and caramelized onions
Sunrise Burger $15.95
Topped with American Cheese, bacon, sunny side up egg, lettuce, tomato, onion and mayo on a brioche bun
Turkey Burger $10.95
Grilled turkey burger topped with lettuce, mayo, tomato and red onion on a toasted brioche bun
Black & Blue Burger $14.95
Blackened burger topped with blue cheese crumbles, lettuce, mayo, tomato and onion on a brioche bun
Mushroom Swiss Burger $14.95
Topped with sautéed mushrooms and Swiss cheese on a brioche bun with mayo, lettuce, tomato and onion
Prime Time Burger $16.95
Topped with shaved ribeye, Swiss cheese, caramelized onions and a horseradish cream on a brioche bun, served with jus
Make it a Double $5.00
Add Bacon $2.00
Add American, cheddar or blue cheese $1.00
Add a fried egg $1.00
Add fried onions $1.00
Add grilled or caramelized onions ..... $.50
Add mushrooms, jalapeños or pickles ..... $.50
Additional sauces are .50¢ each.
Consuming raw or undercooked meat, fish or poultry may increase the risk of contracting foodborne illness, especially for individuals with medical concerns or allergies. Please make your server aware of any medical concerns or food allergies.
SANDWICHES & WRAPS
Served with your choice of House Chips, Coleslaw or Fries | Substitute Sweet Potato Fries, Onion Rings or Side Salad +2.00
Chicken Sandwich $12.95
Grilled, blackened, or fried on a buttered and toasted brioche bun, topped with lettuce, tomato, onion and mayo
Add American, cheddar or blue cheese $1.00
Add bacon $2.00
Make it Chicken Parmesan Style $2.00
Grilled Chicken Caesar Wrap $12.95
Crisp romaine lettuce, Parmesan cheese and a creamy Caesar dressing, wrapped in a warm flour tortilla
Grilled Chicken Club Wrap $12.95
Grilled chicken, bacon, shredded lettuce and diced tomatoes, wrapped in a warm flour tortilla
Fried Shrimp Ranchero Wrap $13.95
Fried shrimp, lettuce, tomato, bacon, cheddar-Jack cheese and Cajun ranch, wrapped in a warm flour tortilla
Ultimate Grilled Cheese $10.95
Tomatoes, bacon and your choice of cheese: American, cheddar, provolone, Swiss or pepper-Jack, served on challah bread
Philly or Chicken Cheesesteak $12.95
Shaved ribeye or marinated chicken, provolone cheese, onions and peppers
Italian Sub $13.95
Ham, salami and pepperoni on a hoagie roll with lettuce, tomato, onion, provolone cheese and Italian dressing
French Dip $13.95
Shaved ribeye with caramelized onions, Swiss cheese and horseradish cream sauce on a hoagie roll with a side of jus
Reuben Sandwich $12.95
Corned beef topped with melted Swiss cheese, Thousand Island dressing and sauerkraut on rye bread
Corned Beef Sandwich $12.95
Corned beef topped with melted Swiss cheese, pickles and grain mustard on rye bread
Turkey Club $13.95
Roasted turkey, bacon, Swiss cheese, lettuce, tomato, onion and Caesar dressing, served on challah bread
Blue Sky BLT $10.95
Crispy bacon, sliced tomato and romaine lettuce, served on toasted challah bread
Blue Sky Club $14.95
Ham, turkey, shaved ribeye, bacon, Swiss and cheddar cheese, lettuce, tomato, onion and mayo, on a brioche bun
Mahi Sandwich $12.95
Fried, grilled or blackened mahi with lettuce, tomato, onion and tartar sauce served on a brioche bun
Shrimp Po' Boy $12.95
Fried shrimp, lettuce, tomato, onion and pow pow sauce on a hoagie roll
Chicken Salad Sandwich $9.95
Shredded chicken, dried cranberries, celery, onion and toasted almonds on toasted challah bread
BASKETS
Crispy Chicken Tenders $12.95
Six breaded chicken tenders served with fries and choice of ranch, blue cheese or honey mustard
Shrimp Basket $17.95
A dozen shrimp fried, grilled or blackened, served with cocktail sauce, fries and coleslaw
Mahi Basket $17.95
Fried, grilled or blackened, served with tartar sauce, fries and coleslaw
Half & Half Basket $18.95
Six shrimp and a mahi filet fried, grilled or blackened, served with cocktail and tartar sauce, fries and coleslaw
HOUSE SIDES
French Fries $4.00 | Sweet Potato Fries $3.50 | Onion Rings $3.50 | Coleslaw $2.50
House Chips $3.00 | Side Caesar or House Salad $3.95


$5 Burgers
EVERY FRIDAY 4-9 PM
Pricing does not include tax or gratuity.
FOREST LAKE
GOLF CLUB
Professionally Managed By
HamptonGolf
www.hampton.golf
FOR MORE INFORMATION,
PLEASE CONTACT THE CLUB.


65¢ WINGS
Every Tuesday 4 - 9 PM
65¢ WINGS
Buffalo | Cajun Ranch | Honey Mustard | BBQ | Teriyaki
Jerk Dry Rub | Blue Sky Dry Rub | Lemon Pepper Rub
Mild, Medium or Hot Buffalo, Sweet Thai Chili or Honey Sriracha Add $1
Pricing does not include tax or gratuity.
FOR MORE INFORMATION, PLEASE CONTACT THE CLUB
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Event Planning, Programming, and Performance

As the Club evolves into a sales-focused and experience-focused organization, Hampton Golf will assist in reframing the way in which the Club engages Residents, Members, Guests, and Clients. **Diminishing marginal utility is experienced when Members and Guests consume a similar product repeatedly. It is incumbent for the Club to deliver fresh, non-traditional, fun lifestyles, golf, dining, family-focused, and other themed events to enhance perceived value and, ultimately, usage.**

Hampton Golf provides digital tools and resources to stimulate event creation and concepts, found at **www.hampton.golf/marketing**. Click on 'programming ideas and examples' to view some of the best ideas found at our managed clubs.

The Marketing Support Team and the Vice President of Marketing oversee weekly, monthly, and annual event calendars.







Private Events and Sales Strategy

HG will market and promote the use of the club amenities and facilities using an established, proven system of sales management, including prospecting, sales closing, and sales fulfillment.

HG will create and implement specific online, telephone, printed, and in-person sales programs, sales collateral, lead tracking, and sales presentations for the banquet room sales efforts. HG will develop and implement an aggressive sales program for banquets, weddings, and meetings targeting local and regional businesses, charities, associations, churches, community groups, schools, and individuals.

Execution of food and beverage events will emphasize an improved and proper guest experience that exceeds expectations, with professional services offered with all contracted group outings. Room set-up, menu planning, special event management, and post-event analysis will be managed professionally. Specific attention will be paid to developing and presenting attractive packages, managing and meeting client expectations throughout the sales and catering process, and delivering an outstanding catering experience on the event day.

An example of private event sales collateral is included in additional documents

11) CAPITAL IMPROVEMENT PROJECTS

Hampton Golf has extensive experience in administrating and managing capital projects, including renovation, development, and construction of golf courses and community facilities. During the past three (3) years, HG has managed nearly $80 million of capital improvements at our managed facilities. Considering the increasingly competitive nature of the club market, the process of investing capital has become a critically important component of the ongoing success of club operations. Hampton Golf will place significant emphasis and resources on planning and executing the identified capital projects to ensure the physical integrity and competitive positioning of the Club is enhanced.

Proposed Approach

Our approach to capital improvement planning and execution is grounded in thoroughly understanding a facility's vision, objectives, and budgetary constraints. Our proposed approach includes the following key elements:

1. **Needs Assessment and Project Identification:**
   - Conduct a comprehensive assessment of the existing facilities, infrastructure, and capital assets.
   - Collaboratively identify and prioritize projects based on the strategic goals and available resources.

2. **Planning and Budgeting:**
   - Develop detailed project plans that outline scope, timelines, and budgets for each identified capital improvement project.
   - Provide financial modeling and cost estimates to ensure realistic budgeting and resource allocation.

3. **Project Management:**
   - Assign dedicated project managers within HG with expertise in capital improvement projects to oversee the planning and execution.
   - Implement project management best practices, including regular progress reporting, risk mitigation, and quality control.

4. **Contractor Selection and Oversight:**
   - Facilitate a competitive bidding process to select qualified contractors and vendors.
   - Provide comprehensive oversight and management of contractors to ensure compliance with project specifications and timelines.

5. **Quality Assurance and Reporting:**
   - Implement a robust quality assurance program to ensure that projects meet or exceed industry standards and the City's expectations.
   - Provide regular progress reports, financial updates, and performance metrics to keep the City informed throughout the project lifecycle.

Experience and Success Stories

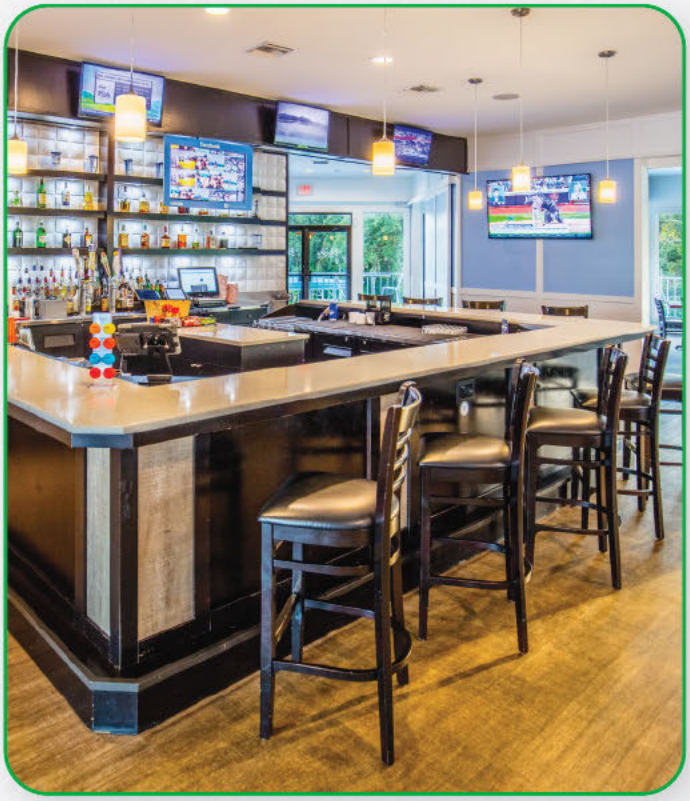
Capital improvement projects have recently been completed at Laurel Oak Country Club (Sarasota, FL) and Tennessee National (Loudon, TN). The City is invited to communicate with those HG clients to discuss our process and management in greater detail.

Laurel Oak Country Club: Newly renovated clubhouse and outdoor dining areas.





Blue Sky Golf Club: Renovated clubhouse, golf course and Toptracer Range.







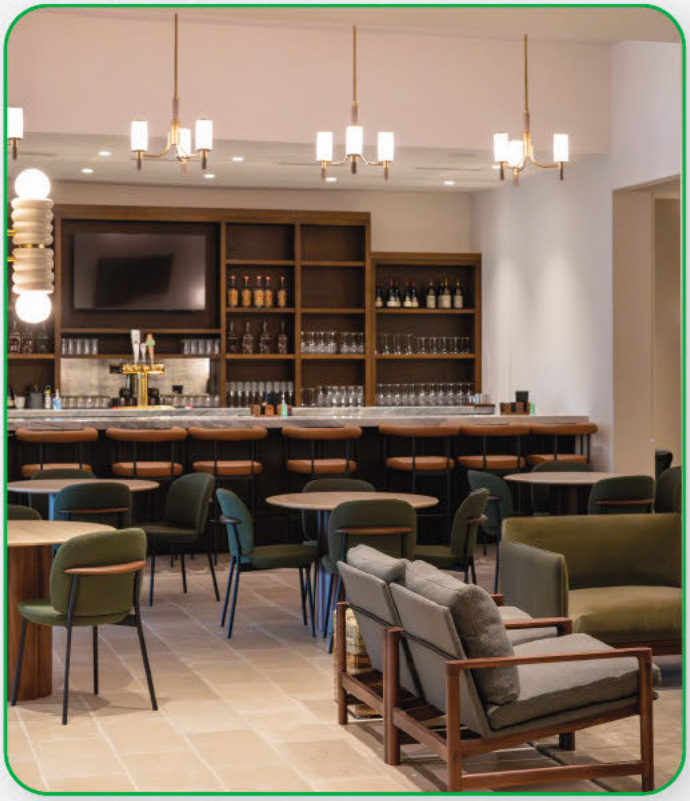


Southern Hills Plantation Club: rebuilding greens, redoing bunkers, installing new tee boxes, and a new irrigation system.





Glen Kernan Club: $30 Million Renovation Project







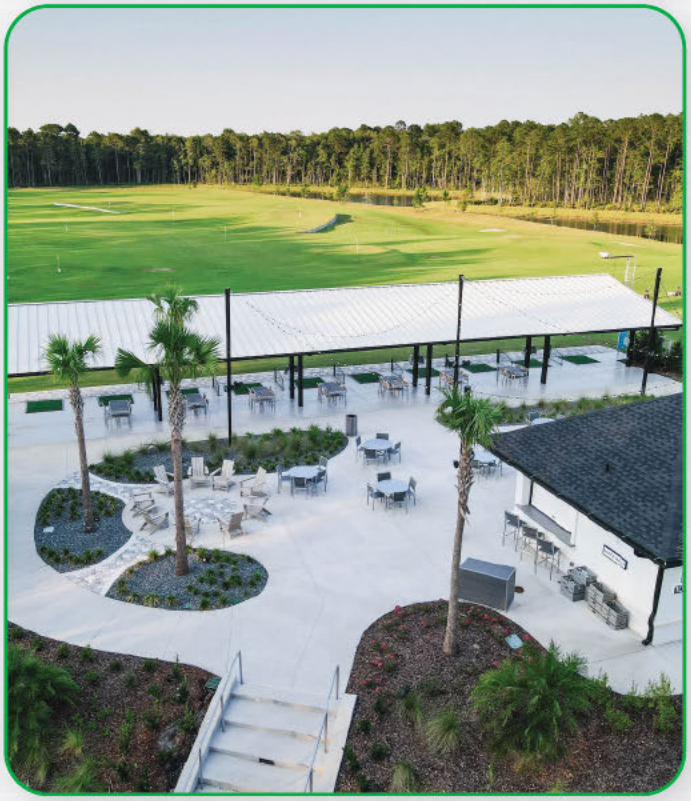


Stillwater Golf & Country Club: Clubhouse, golf course, and Toptracer Range renovation









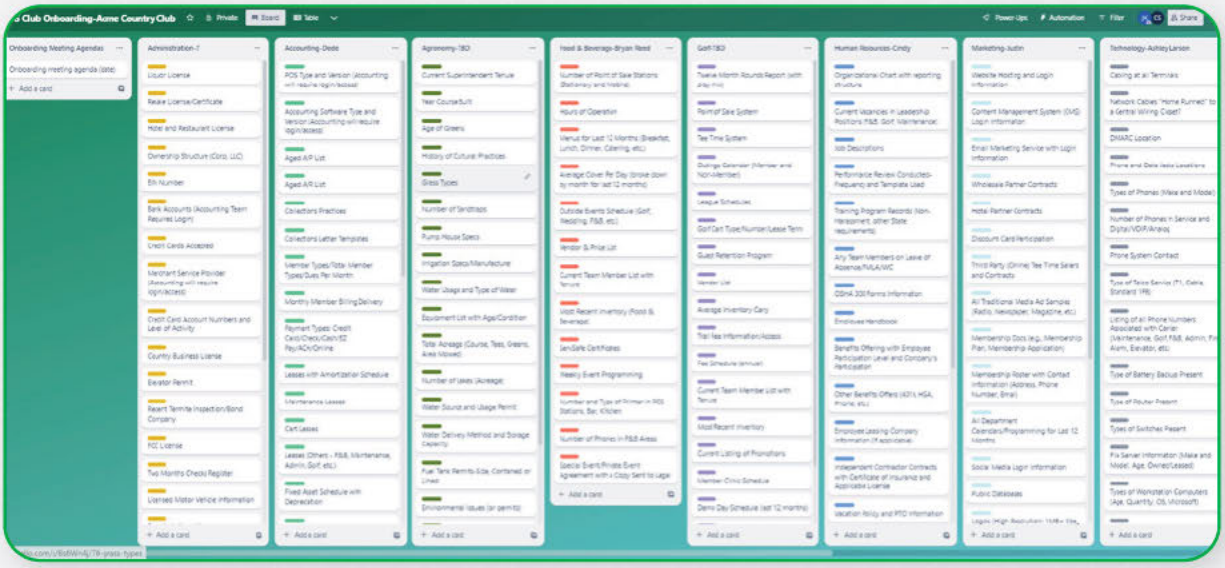
12) ACCOUNT MANAGEMENT

Transition

Transitioning a property to Hampton Golf managed operations is a carefully constructed and obsessively detailed process. Winning the favor of Team Members, Members, and Guests from the starting line is critical to exceptional performance and improved financial positioning. The thesis supporting Hampton Golf's transition philosophy has everything to do with each little action that must be managed flawlessly. Even a little miss can give a transition project an unexpected headwind.

Transitions do not have a defined ending, meaning there are transitional actions that blur the line between complete and in process. Often, we are asked, "How long would it take to transition from current operations?". Within 60 days, HG will complete most of the onboarding checklist.

The Club and Hampton Golf will manage the transition process through a digital onboarding checklist and workflow. Each action has a 'card' associated with it, and Team Members will coordinate, discuss, and comment on what is taking place with that action. On-site Team Members, the City, and HG Support Team Members will have complete transparency and the ability to review and comment.



During the 90-day Team Member onboarding period (probationary period), all Club management/ leadership will be evaluated and met with during a series of 1-on-1s. These insightful and often eye-opening discussions are managed through a series of established questions focusing on their career aspirations, where they feel improvement can come from, and what established SMART goals will be put in place, personally and professionally.

If a Team Member in a leadership position falls short of expectations, the Hampton Golf Team will share its findings with company leadership and suggest the next steps.

Some important bullets regarding transition:

- Transition managed on-site by the Hampton Golf Executive Team, led by Justin Kuehn, Bill Rehanek, Jamie Selby, and Travis Norman
- On-site orientation with Team Members
- Hands-on communication to Team Members and Members/Guests
- Current full-time employees will become Team Members of Hampton Golf
  - Ensures a smooth transition
  - Reduces liability
- 90-Day Introductory Period
  - Evaluations of current Team Members and positions
  - Digital and on-site training mandatory

Ongoing Operations

Communicating performance and financials to the City is a critical aspect of properly executed governance. Effective communication ensures that the City is well-informed, can make informed decisions, and can provide strategic guidance to the organization. Hampton Golf's structured approach for effectively communicating performance and financials to the Board can be modified to meet the schedule and informational needs.

Month-end financials are provided within 14 days of the month's end (typically within one week). Real-time financials are available at any time. If the City chooses, they can receive the re-forecasting report, completed each Tuesday.

The City will have direct access to the Hampton Golf Executive Team. Many on the Hampton Golf Executive Team will be involved in delivering valuable information to committees, City leadership, and others.

Hampton Golf's philosophy regarding continuous improvement has taken shape from the Japanese philosophy of Kaizen, which means "change for the better" or "continuous improvement." HG coaches on the concept that we are never done getting better. We search for curious, constantly learning Team Members who have an inability to settle for good. In HG's eyes, good is the enemy of great.

Executable actions focus on continuous improvement, starting with HG's digital training solutions, TidBits, and Eagle Mindset Executive Coaching. Also, the LeaderUP leadership seminar provides the foundation for Team Members to step towards their next phase of career development.

A sometimes overlooked ingredient of continuous improvement is continuous recruiting. Hampton Golf believes in constant and unceasing recruiting efforts for exceptional, service-minded problem solvers. The significant amount of turnover in the industry often leaves those who have not recruited with a need to hire a 'body' rather than the talent needed to excel in that role.

Leadership

Effective problem management in the hospitality industry is crucial for maintaining high levels of customer satisfaction and operational efficiency. Depending on the type of problem encountered, it would activate certain HG Support Team Members. For this discussion, know that the Hampton Golf Executive, Regional, and Support Center Teams are deliberately agile to meet the needs of each of our clients. The City will have a complete understanding of any problems that would be considered a high priority. If communication with the Residents, Members and Guests regarding a problem and proposed solution is necessary, the City may/will review and comment.

Performance

Measuring and reporting performance on account management involves tracking various metrics related to service levels, customer satisfaction, and spending growth. Hampton Golf will measure the following:

- Customer Satisfaction (CSAT):
  - Conducting regular Resident and Guest satisfaction surveys to gather feedback and measure overall satisfaction.
  - Rate the satisfaction on a scale and calculate the average CSAT score.
- Net Promoter Score (NPS):
  - Asking how likely they are to recommend the Club/Community to others on a scale from 0 to 10.
  - Calculate the NPS by subtracting the percentage of detractors (0-6) from the percentage of promoters (9-10).
- Member Retention Rate:
  - Measure the percentage of Members retained over a specific period annually.
  - Retention Rate = ((Members at the end of the period - New Members) / Members at the start of the period) * 100.
- Customer Lifetime Value (CLV):
  - Calculate the projected revenue generated from a Member throughout their relationship with the Club

Regarding performance, service level, and account management baselines, Hampton Golf will cross-reference like facilities for year one. Following year one, the Club will have foundational tools and metrics from which to work. Also, financial baselines will provide a jump-start for performance and ultimately point the Club to a level to measure.

13) GUEST EXPERIENCE

Hospitality & Customer Relations

No revenue initiative will prove successful without a well-trained, high-performing team. Hampton Golf will utilize its proprietary guest-centric staff training program, Tidbits, and Eagle Mindset Executive Training, focused on consistently exceeding expectations during the Guests' journeys. The staff will be carefully curated and reoriented to a purpose-over-task approach to gain a high level of guest satisfaction.

The process of transforming Team Members into motivated service providers is rooted in teaching them the importance of becoming warm and welcoming ambassadors and anticipating Guests' needs for high-quality experiences time and again. This will be constantly monitored and "scored," representing a dramatic shift in culture and accountability as service standards are introduced.

Hampton Golf will study, focus on, and improve the Guest experience by pointing significant resources to enhance programming and Guest engagement.

Experience beyond Expectations

Led by our professional trainer, our teaching-learning module series illustrates how to carry out Hampton Golf's guest vision. Guidelines for acceptable and unacceptable behaviors are demonstrated and discussed, as is role-playing, for the daily execution of best service practices during each interaction, from parking cars to cleaning clubs.

We promote empathizing with each Guest's situation, anticipating and servicing their needs, and introducing guests to the next portions of their safe and fun journeys, creating positive, seamless experiences.

Formal training sessions are augmented by regular reviews of the Guest vision and service and behavior standards in departmental and all-staff meetings. Timely feedback on observed positive and negative interactions is provided – these are teaching moments, not indictments.

Forest Lake Golf Club will be subject to mystery shopping exercises (as well as guest surveys) anonymously conducted by professional, independent evaluators. Reports are used to further train, incentivize, and reward Team Members.

No one wants to lose, right? The Hampton Connect Scoreboard shares the daily rankings for all managed clubs by training material consumed and completed. The Scoreboard will certainly encourage community leadership to make training a priority while furthering the actions of Team Members.

Communications

Developing an effective communication strategy for the Club involves several key steps and considerations to ensure that Members and Guests are engaged, informed, and connected. **Hampton Golf's Marketing Team provides a complete offering of services and communication systems for the Club to utilize, with minimal action needed on-site. Think of it as a full-service advertising agency serving on-site operations.**

The Hampton Golf Marketing Team utilizes all forms of media to build, manage, and communicate to the different audiences housed within the Club's CRM, marketing automation system, and operating system.

The Club's technology stack will need an overhaul to fully optimize the system and associated tools. Hampton Golf's Marketing and IT Teams will execute the overhaul and improvements.

The Club will communicate with Members and Guests through a regular cadence of events (daily) and a weekly newsletter. To ensure a communication cadence is in place, Guests will be overcommunicated at the start through push notifications through the mobile app, text, social media, and email.

Hampton Golf will regularly assess the effectiveness of the communication strategy, analyzing engagement metrics, feedback, and the overall impact of communications. Adjustments will be made as needed to improve the efficacy.



Performance

Surveying is a powerful tool that enables the Club to understand and meet the needs and expectations of Guests. By gathering valuable feedback and insights directly, we gain a comprehensive understanding of their preferences, satisfaction levels, and areas for improvement. These insights serve as a cornerstone for strategic decision-making, allowing the Club to enhance products, services, and overall experience. Surveys will be developed specifically for each department and tailored to the amenities and departments.

Here are some key reasons why customer surveying is vital for the Community:

Member/Guest Insights: Surveys provide direct insights into their perceptions, preferences, and experiences with our products and services. This information is invaluable for tailoring offerings to meet their expectations effectively.

Identifying Strengths and Weaknesses: Through Guest feedback, we can identify the strengths of our products or services and areas that may need improvement. This helps us focus on enhancing what we do well and addressing shortcomings.

Engagement and Loyalty: Engaging Guests through surveys demonstrates that we value their opinions and are committed to delivering exceptional service.

Informed Decision-Making: Survey data provides actionable insights that guide decision-making at all levels of the operation. It helps us allocate resources efficiently, prioritize initiatives, and align strategies with Guest expectations.

Adaptation to Market Changes: The market is constantly evolving. Surveys help us stay attuned to shifting preferences, emerging trends, and evolving industry landscapes. This agility enables us to adapt and remain competitive.

In conclusion, Guest surveying is an indispensable tool that empowers the Club to enhance customer satisfaction, foster loyalty, and drive business growth. We are committed to utilizing this tool effectively and integrating customer feedback into our strategies to ensure a superior experience.

A comprehensive survey is available for review in the additional documents.

14) MARKETING – THE UNIFICATION OF SALES, ADVERTISING & VALUE

The marketing plan formulated for the Club is designed to reach the Club's projected targets for sales, revenues, guest satisfaction, membership sales, event sales, and member retention. Adhering to the outlined steps in this plan ensures that we navigate through essential aspects while simultaneously concentrating on the execution of a robust sales and marketing strategy that will advance market position and appeal.

The Club's brand is not based solely on amenities but on the key messaging developed for targeted personas/audiences.

A Club's Guests are one of its most important assets, so retention and value enhancement plans are included within the sales and marketing plan.

Clubs become sustainable when memorable experiences enrich Residents', Members' and Guests' lives by connecting them with family, friends, and others. The Club must continue to better the connection process to ensure new engagement and usage. Hampton Golf will assist with developing better resident, member and guest orientation practices, which ultimately advance the relationship between the Club and a new customer relationship.

Marketing Strategy

The Club holds a distinctive market position, boasting exceptional golf course facilities and amenities that offer functionality and programming opportunities to diverse customer segments. The marketing strategy centers around three interconnected revenue streams; Guest usage (golf and dining revenue), Member growth, and special event sales.

A strategic focus on increasing usage by members and guests will increase rounds, dining, and beverage revenue while improving the Club atmosphere and overall sociability.

Membership growth is a consistent focus of the marketing strategy, providing a constant revenue channel no matter difficulties in weather, maintenance practices, or unforeseen disturbances. Membership retention initiatives are an important ingredient in the overall health of the Club. Enhancing value for the current Membership roster will improve camaraderie and filter into the external community.

The Club will reposition messaging to focus on a full year of offerings and the re-concepted club experience.

A concentration on increasing wedding/event/outing sales through tactical marketing programs will provide improved revenue sources. The opportunity to share the images, concepts, and environment developed within the Club will certainly enhance the product's marketability.

The Club will pay close attention to and grow participation in the local community. Through relationships and partnerships such as the Chamber of Commerce, Visitors Bureau, and Rotary Club, the Club will continue to develop goodwill within the community while reaching many individuals who fit the customer profile.

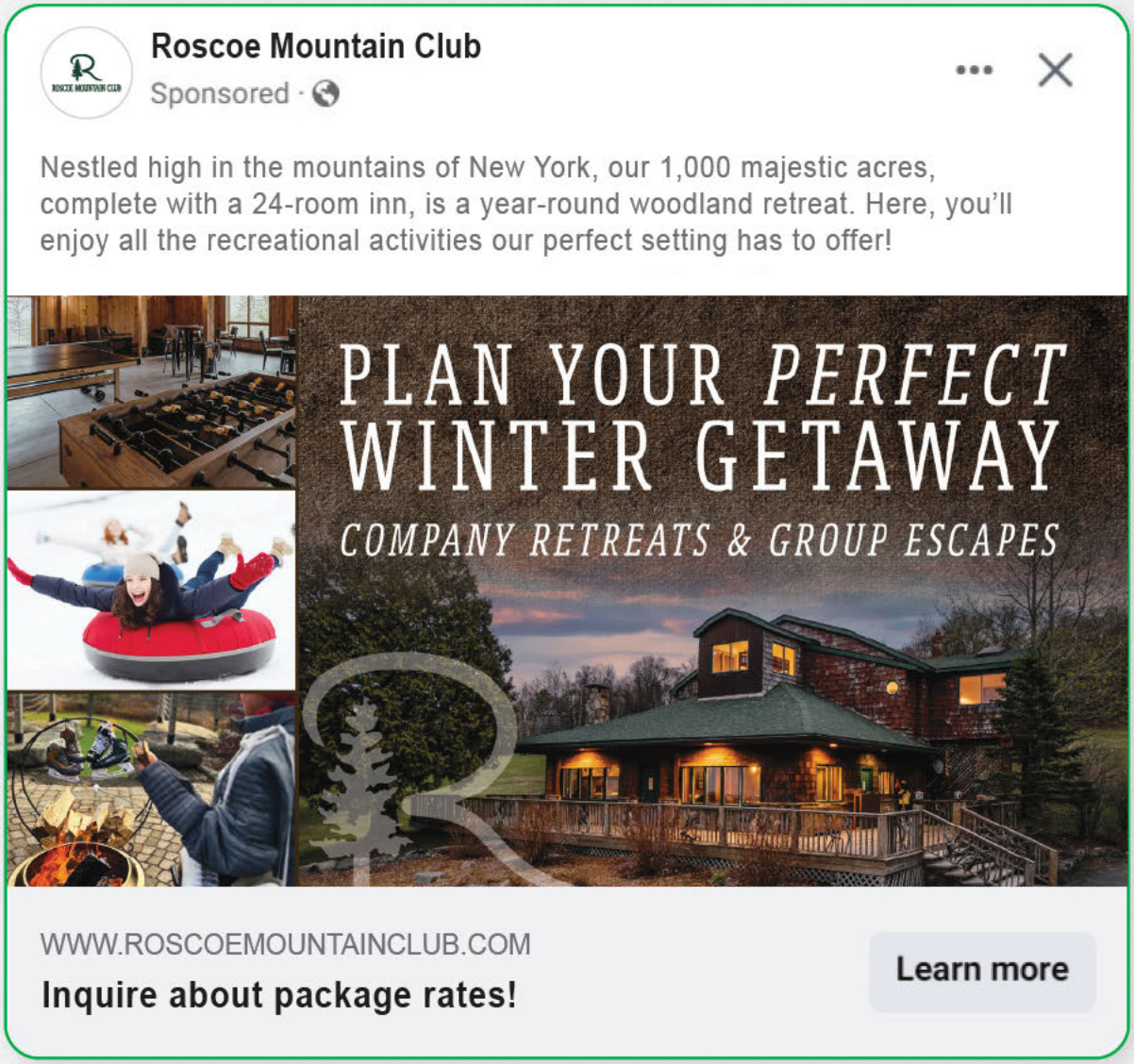
Advertising Media

The Club will be focusing much of the advertising budget on digital marketing solutions, with some traditional forms of media, such as direct mail, being utilized. Very few, if any, local and regional publications will be employed due to the difficulty in understanding/tracking Cost Per Click (CPC), Return on Investment (ROI), and closing ratio.

Facebook targeted advertising, Instagram photo advertising, keyword management (search engine optimization), YouTube targeted advertising, X (formerly Twitter) targeted advertising, and multiple digital advertising networks will be our main channels for reaching potential customers. We must stay ahead of the competitive set through the use of new media.

Ad Example

Geographics: Within 25 miles of the club
Demographics: Adults, Home Value 300k+
Psychographics: Weddings, Wedding Planning, Wedding Reception/Venue, Wedding Photography, and Bridal Guide Magazine



Website

The Club will have a best-in-class independent website designed and constructed by industry professionals. The website will have integrated video production on the homepage and will consistently expand ways to further movement/video into the displays.

SEO processes will be established, with complete reporting and analytics. Initiatives will focus on driving web traffic to the Club website. Web traffic will be monitored consistently to ensure pages deliver the content needed and expected by visitors.

Hampton Golf will manage and update the Club's website with information provided by onsite Team Members. Hampton Golf will also actively manage the Member website, including posting minutes, Member contact information, and calendars. The club website will have the ability to book tee times.

Search Engine Optimization

Hampton Golf employs a Search Engine Optimization (SEO) agency to improve the Club's website reach and organic listings on all major search engines. The SEO agency creates campaigns based on continual analysis of each website page, comparing competitor websites, and industry and keyword research. Having website pages displayed in top positions on search engines for targeted keywords helps the Club reach prospective guests, members, clients, and event planners.

Monthly reports are provided to the Club with full analytics and traffic information.

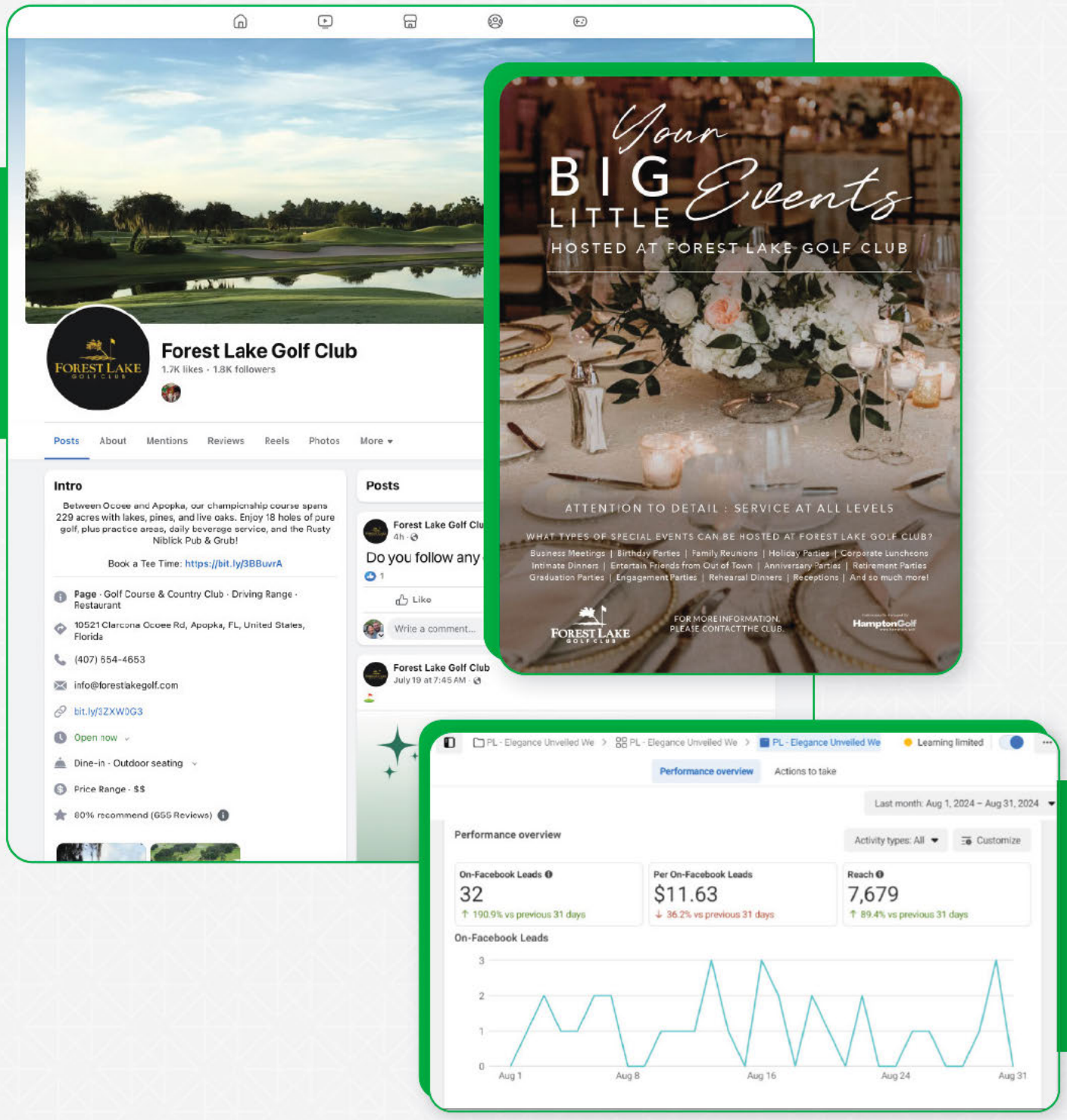
Social Media

Social media plays a crucial role in enhancing and sustaining positive relations within a business context. Hampton Golf, through its Social Media Specialists, maintains a durable presence across various social media platforms. The primary emphasis is on sharing event snapshots, recent updates, ongoing promotions, renovations, and the introduction of new services. These efforts contribute to fostering goodwill and building connections with both existing and potential Guests.

A key strategic initiative involves leveraging new mobile applications and emerging social media platforms. The Club's YouTube channel will be developed and allow for targeted advertising opportunities. Given the rapid evolution of customer preferences and purchasing behaviors, Hampton Golf aims to stay ahead of the competitive set. This proactive approach ensures that the Club maintains a well-aligned and effective presence on all established and emerging social media channels.

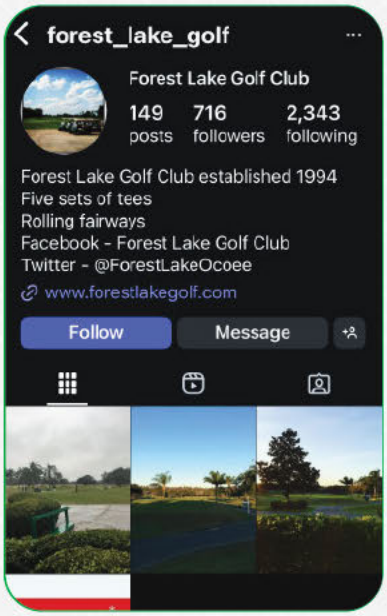
Facebook Page and Targeted Campaigns

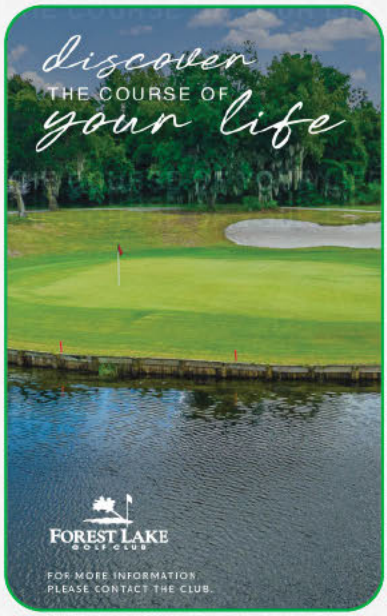
The Club will reach the core target audiences for each revenue channel through investment in targeted Facebook advertising. Core audiences will be well-defined based on location, demographics, interests, behavior, and connections.

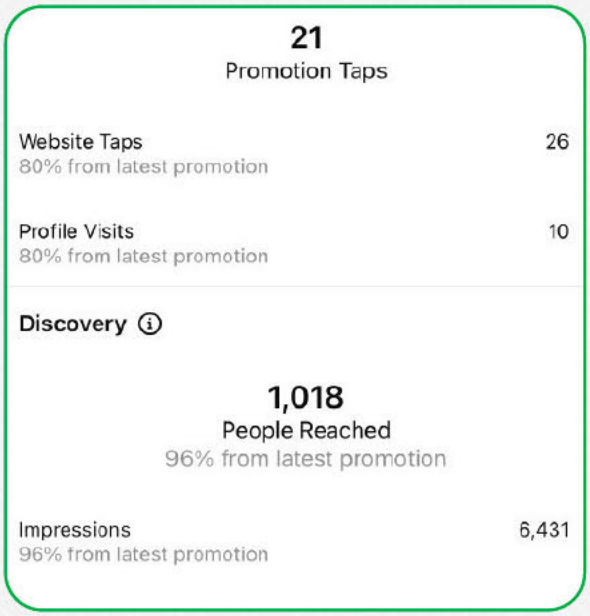


Instagram and Targeted Campaigns

The Club will further its social media reach by identifying core target audiences for each revenue channel through investment in targeted Instagram advertising. Core audiences, just as with Facebook, will be well-defined based on location, demographics, interests, behavior, and connections.







Youtube Channel and Targeted Audiences

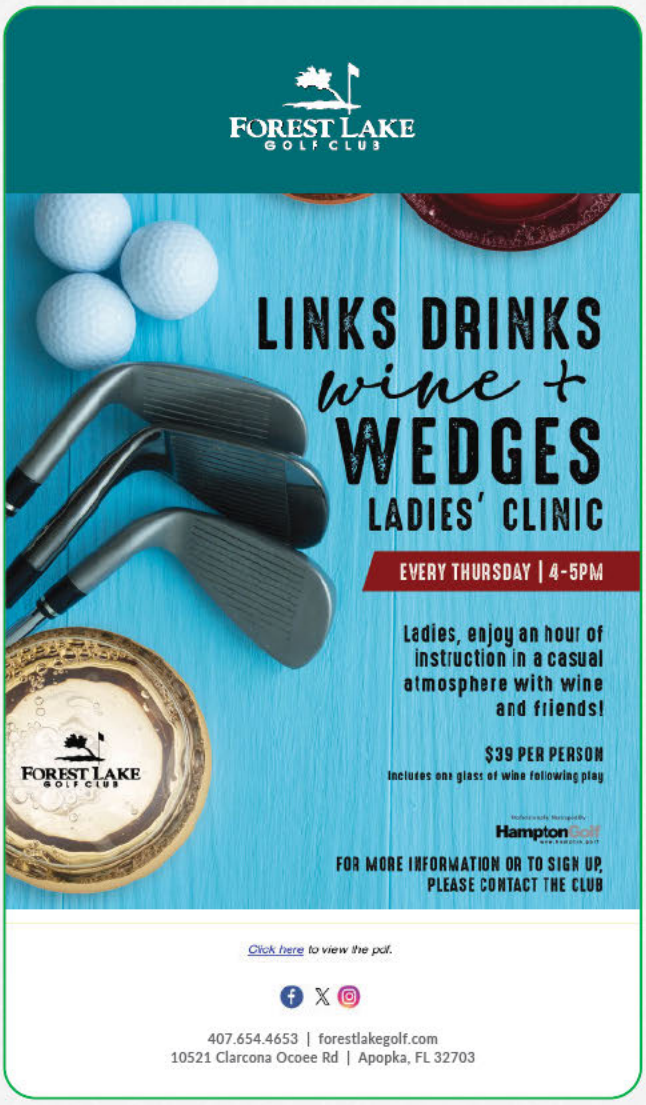
It is the 2nd most visited site in the world, with more than 2 billion people logging in every month. The site can be a competitive place to market, which means the Club will go about channel buildout and paid campaigns with strategy and deliberateness. The Club will integrate SEO strategies with our Agency to optimize videos around keywords and topics.



Email Marketing

The Marketing Support Team from Hampton Golf will build and send attractive, professional email messages to a 100% opt-in database. This inexpensive solution keeps the Club in regular touch with its Members, Residents, and Guests and builds strong customer relationships.

A weekly communication that includes all events, hours of operation, dining features, and more will be distributed on Mondays and/or Thursdays.





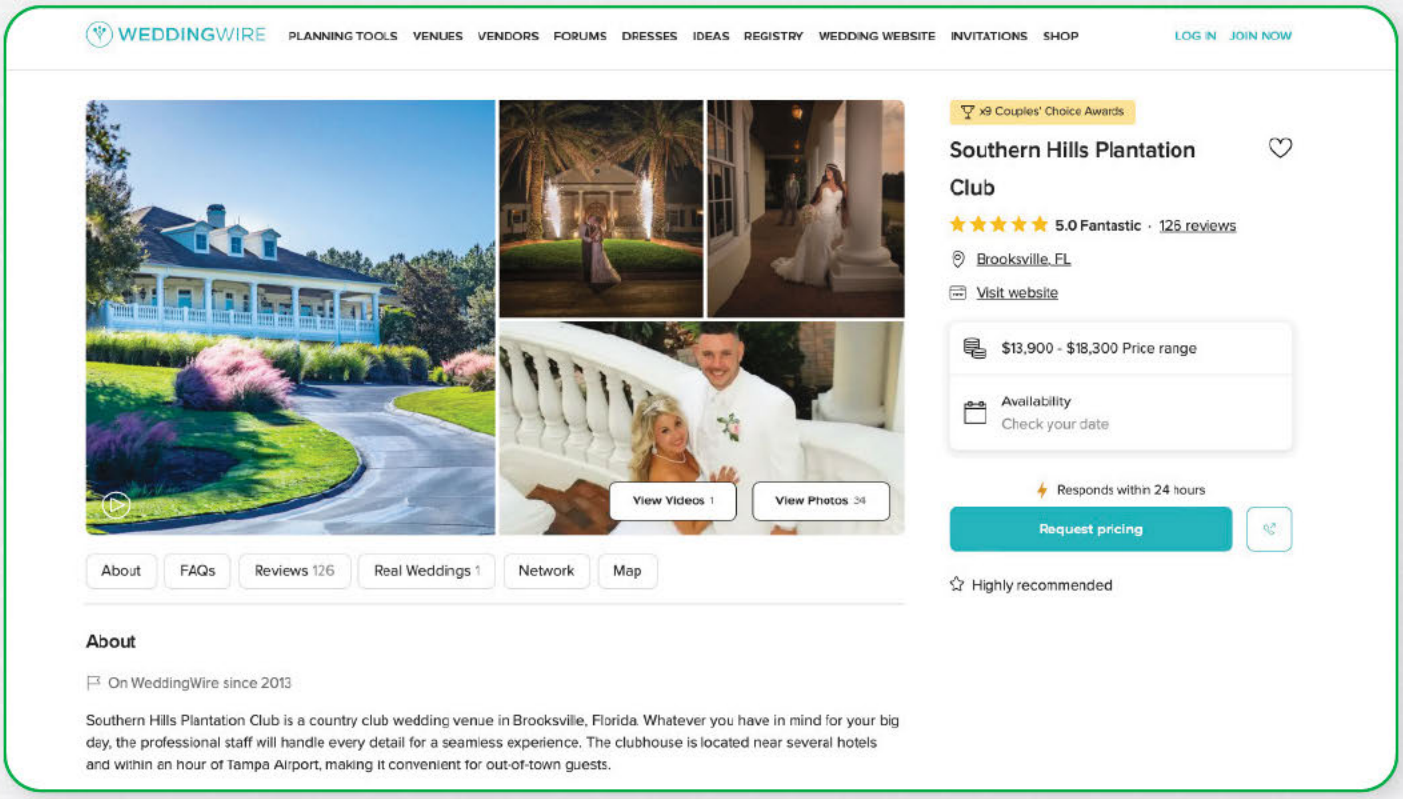
Text Messaging

Mobile marketing for many clubs is essential to connecting with Residents, Members, and Guests in a communication channel that they prefer. Today's audiences are busy, so a communications strategy should include a way to cut through the noise. The Club will send event reminders, event updates, severe weather notifications, or merchandise or dining options with SMS.

Special Event Marketing Partnerships

The Event Salesperson will work closely with third-party web-based wedding and event marketing solutions. Theknot.com and weddingwire.com will be re-introduced and enhanced. Each platform has provided other Hampton Golf-managed facilities with significant lead generation and positive ROI year after year.

The Event Salesperson will be consistently trained in HG's sales strategies to better sales efforts and ultimately closing percentage. The engagement of professionals involved in wedding planning and execution (bridal shops, photographers, DJs, limousine companies, etc.) will be a foundation for the Salesperson to improve the consideration of the facility as a venue for weddings. Hosting these professionals for tours and tastings is imperative.



Charity and Golf Event Marketing Partnerships

The Event Salesperson will develop relationships with charities, civic organizations, schools, alumni organizations, and churches that host fundraising events for their respective organizations. The Team will send invitations to contacts to enjoy a day at the facility and discuss how the Club can assist in raising more money for their organization. The Club may consider gifting rental fees for the clubhouse and other amenities during off-peak periods for consideration of catering revenue.

The Event Salesperson will undergo sales training to better sales efforts and ultimately closing percentage.

Developing Sales Pros – Sales Training

Hampton Golf believes marketing is the union of value, advertising, and sales. Marketing success mainly depends on effective advertising campaigns that move consumers and proven sales strategies that deliver solutions to consumers' needs, wants, and desires.

The Club's Sales Pros will be thoroughly and repetitively trained on recognized sales strategies. Hampton Golf embraces customer-focused selling rather than product-focused; thus, training begins with a shift away from facility assets to better understand what will move customers to buy...the prospect's needs.

The Sales Pros have a full suite of digital sales management and sales automation solutions to work with. Hampton Golf oversees pipeline management, communication, and selling strategies for each Sales Pro.

Club website inquiry auto response:



NORTHLAND
Country Club

Hello and thank you for your interest in Northland Country Club.

I feel it is best to describe what makes Northland Country Club such a special place and somewhat incomparable to other Golf Clubs in the area.

Yes, Northland Country Club has 18 holes of exceptional golf, employs a magnificent chef that has creativity beyond measure, and maintains a first-class clubhouse and other amenities but that's not what makes this place truly special.

Northland Country Club with all it's beauty and superb amenities, has something that I have not experienced at other Clubs...this place has a true soul. The Members and their Guests make up a Family that gives this special place a spirit. It is something you must experience for yourself...to see how this Membership has been built for friends, to see the heart and soul of Northland Country Club.

The Club's Membership Ambassador will be contacting you very soon. In the meantime, please don't hesitate to send specific questions directly to info@hampton.golf.

I look forward to welcoming you as a Member of our growing Family.

Thank You,

MG Orender
President, Hampton Golf
33rd President, PGA of America

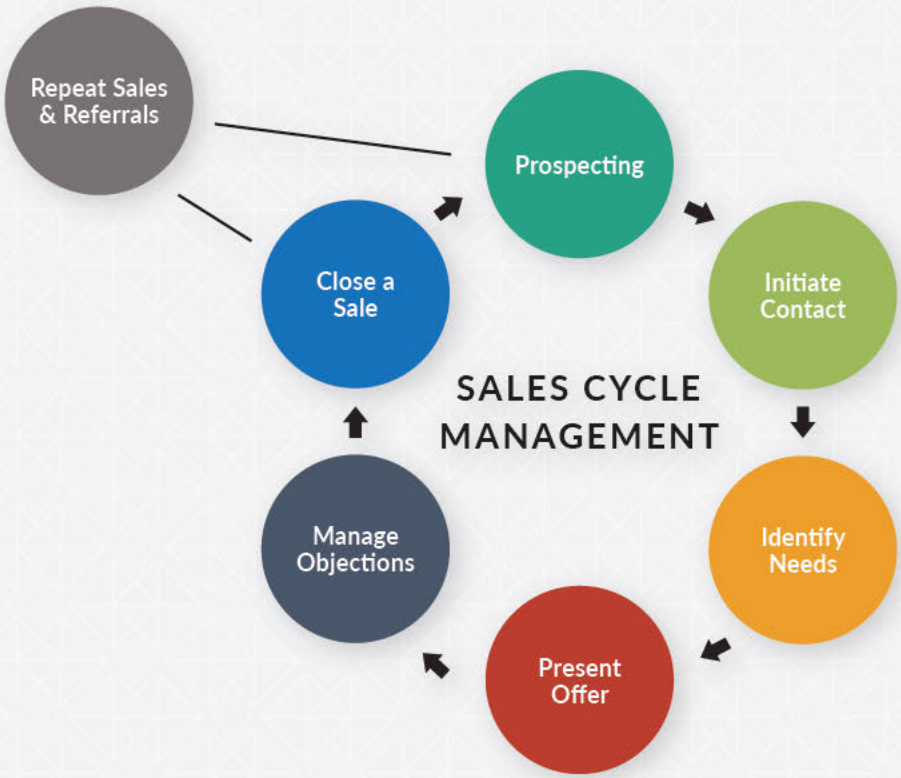
15) SALES FOCUSED ORGANIZATION

Hampton Golf is a sales-focused management company and a leader in this category. We will apply our sales expertise and implement such strategies immediately. Our sales-focused strategies consist of proper training, execution, and continuing education that will lead to revenue growth, value enhancement, increased usage per Resident/Member/Guest, and improved customer satisfaction.

A sales force is built on the capabilities of its managers. Unfortunately, there are very few companies in the club management industry that have made sales training and continuing education a focus. Hampton Golf believes that without an unwavering approach to sales training and execution, a facility can easily slip into sales mediocrity and miss significant revenue opportunities.

No other management company gets as close to their client's business as Hampton Golf. Hampton Golf is constantly tracking, analyzing, and reporting on the following:

- Number of inquiries;
- Source of inquiry;
- Initial response;
- Follow-up responses and procedures;
- Outbound sales actions;
- Strategies for outbound sales actions;
- Data collection;
- And much more!



Hampton Golf makes it a priority to teach on-site Team Members (Sales Pros) what customer-focused selling is and train them on the steps of the sales cycle (as displayed below). We heavily emphasize two specific steps: "initiate contact" and "identify needs." The first impression is critical, and identifying a customer's needs is imperative in providing a customizable solution.

Front-line supervisors (Department Heads and General Managers) play a key role in influencing the performance of the Sales Pro they manage and motivate. In fact, these managers are more important in driving sales results than anyone else in the company. Therefore, Hampton Golf has developed proprietary sales training for front-line managers, which teaches them best practices, sales forecasting metrics, data collection, one-on-one coaching, and much more.

The relationship between marketing and sales is closer than it has ever been in the industry. Marketing reaches out to potential customers and provides them with knowledge and incentives about the clubs and their products through promotions and campaigns. They nurture leads through the sales cycle to ensure that people keep coming back. Getting the initial sale is important, but it is reflective of a good Marketing Team to keep people interested in what else the clubs have to offer. Marketing develops a relationship between a large customer base and the products and services that each club sells (e.g., membership, weddings, banquets/events, and/or golf events).

After Marketing has reeled in the leads, it is up to those tasked with selling the identified revenue channels to close them. The Sales Pros, through proper training, role-play, and testing, will develop a one-on-one relationship with the customer, and they will work hard to ensure that the customer evolves from having an interest in the Club to signing a contract and paying for a service. The Sales Pro addresses the specific needs of the customer and provides a solution tailored to their requirements. Through additional methods such as cold calling, salespeople can turn a lead into a profit.

Most clubs/communities have these salespeople in place but choose not to train, inspire, coach, and work with them one-on-one. Hampton Golf recruits, hires, and makes salespeople the talented individuals they are to ensure the success of each managed club in our portfolio.

Once a salesperson is hired, the below necessary tools will be provided to evolve that person into a sales professional. Moreover, monthly meetings will be held with the Sales Pro and a member of our Executive Team to ensure compliance and provide support.

- Oversight of daily sales actions and training based on such actions;
- Prospect data collection and database development;
- Inquiry and follow-up response/development;
- Sales cycle management and oversight;
- Sales analytics review and coaching based on such analysis;
- Annual Sales Symposium hosted by industry and sales experts;
- Training of: (1) customer-focused sales; and (2) differentiation rather than comparison; and
- Customer Relations Management software

16) HUMAN RESOURCES

The Hampton Golf Human Resources Team supports the Club with recruiting, compliance, payroll, and benefits management.



Employee Compensation is driven by internal equity, external market benchmarking, years of experience/service, and performance. We recommend performance reviews conducted during the first 30, 60, and 90 days of employment and then annually using their anniversary date of hire.

The current year Benefits Guide can be reviewed, highlighting all benefits offered to Hampton Golf, Inc. Team Members. The benefit year is the calendar year; therefore, each November is the Open Enrollment Period for an estimated 30-day period. To support our Team Members during this open enrollment season, HR offers onsite educational meetings, WebEx/Zoom sessions, links to recorded plan highlights, or individual meetings via phone highlighting plan changes and suggested benefit plans to support their health and overall well-being. HR sends an email announcement to all Team Members during the open enrollment season and for new eligibility, providing tools/resources to select their desired benefit plans.

Our HR Team is available for questions via phone or email Monday through Friday, 8 am-5 pm, to assist with any inquiries. For both new elections and annual enrollment, our HR Team will assist the Team Members with their enrollments using our Benefits Administration provider (Paychex) digitally, where elections can be selected using a mobile device or laptop/PC. Team Members receive confirmation statements of their benefit elections and reminders to verify their payroll deductions for accuracy.

Payroll Administration Process and Tools

Today, Hampton Golf, Inc. partners with Paychex to process payroll/quarterly and annual filings. The HR Team will train Department Heads on using the online tools and provide reference materials to support the time management and submission process. The HR Team is accessible for questions or challenges to aid in this submission via phone or email.

The Company is on a biweekly pay frequency, with Friday check dates. The seven-day workweek is defined as Monday – Sunday. Our Team Members will utilize a time clock or kiosk stations to clock in/out daily. Department Heads/Operators are trained to review timecards daily for accuracy. Following the close of the pay period, Operations Team Members (GM/designee) will review time & attendance reports to correct any missed punches for Team Members, load any PTO hours due, and conduct one final review of time worked for Team Members.

Once the audit is completed, the Operator will import the work hours into the Paychex payroll center following the pay period closing. The Leadership/GM submits payroll no later than Tuesday at 4 p.m. Following submission, the HR Team will review the submission (hours, weighted overtime, holiday pay, etc.) before payroll is released on Wednesday at noon.

We encourage direct deposit. For those who elect paper checks, a payroll package is shipped overnight for a Thursday delivery to the Community. Live checks are delivered on Friday to Team Members. All check stubs are available online on payday.

Process and Tools for Recruiting, Hiring, and Training Club Staff

Recruiting actions are supported by the Human Resources and Marketing Teams, providing audiences internally and externally of Hampton Golf. Depending on the role, the Human Resources Team can coordinate interviews and feedback for the hiring manager to review.

The Human Resources Team coordinates hiring and onboarding to ensure compliance. Training new Team Members becomes the responsibility of the Team Member's superior and the resources the Hampton Golf Training Team provides. Tidbits training videos and testing are assigned to the Team Members for completion as they move through their onboarding stages.

17) LEADERSHIP AND EXECUTIVE STAFF

The role of a General Manager is critical in overseeing the overall operations and performance of the Club. To be successful in this role, a GM should possess a combination of talents, skills, and qualifications. Here are the key aspects:

Talents and Skills:

1) Leadership and Decision-Making Skills:
- The ability to lead a team, make sound decisions under pressure, and provide direction to achieve organizational goals.

2) Communication and Interpersonal Skills:
- Effective communication with Team Members, stakeholders, and Guests is vital. Good interpersonal skills help in building relationships and resolving conflicts.

3) Strategic Planning and Vision:
- The capacity to develop long-term strategies, set achievable goals, and align the Community's vision with operational activities.

4) Financial Acumen:
- Understanding financial reports, budgets, and financial planning is essential for managing resources efficiently and making informed decisions.

5) Problem-Solving and Adaptability:
- The ability to identify challenges, analyze situations, and devise innovative solutions. Adaptability is crucial to respond to changing market conditions and organizational needs.

6) Operational Excellence:
- Ensuring smooth day-to-day operations by optimizing processes, improving efficiency, and monitoring performance against set benchmarks.

7) Team Building and Talent Development:
- Fostering a positive work environment, building effective teams, and nurturing talent through coaching and mentorship.

8) Customer Focus:
- Prioritizing Guest satisfaction, understanding needs, and tailoring services or products accordingly.

9) Negotiation and Conflict Resolution:
- The ability to negotiate contracts, resolve conflicts, and manage relationships effectively.

10) Ethical and Integrity Traits:
- Upholding high ethical standards, integrity, and honesty in all interactions and decisions.

Minimum Qualifications:

The specific qualifications may vary based on experience, club size managed, and the complexity of the role, but a GM typically should possess the following:

1) Education:
- A bachelor's degree in business administration, management, or a related field is often a minimum requirement. A master's degree (e.g., MBA) can be an advantage.

2) Experience:
- Extensive professional experience, typically 5-10 years in a General Manager role, showcasing progressively increasing responsibilities.

3) Financial Understanding:
- Demonstrated ability to manage budgets, financial statements, and financial forecasting.

4) Leadership Training:
- Courses or certifications in leadership, management, and team building are beneficial but unnecessary.

5) References:
- Strong professional references attesting to the candidate's capabilities, leadership, and performance.

In summary, a successful General Manager should possess a blend of leadership, communication, strategic thinking, financial expertise, and problem-solving abilities. The minimum qualifications should reflect a solid educational foundation, substantial managerial experience, industry knowledge, and certifications demonstrating readiness for the role.

Hiring a GM involves a thorough and strategic process to ensure the right person is chosen to lead and manage the Club effectively. Below is a step-by-step process Hampton Golf will manage with and for the Club:

1) Needs Assessment and Job Description:
- Conduct a thorough analysis of the property's needs and objectives to define the role and responsibilities of the GM.
- Develop a comprehensive job description that outlines the qualifications, experience, skills, and expectations for the role.

2) Internal and External Recruitment Strategy:
- Hampton Golf will market the role internally and externally.

3) Advertisement and Outreach:
- External search will advertise the job vacancy through appropriate channels such as job portals, PGA of America resources, LinkedIn, social media, CMAA, and the company website.

4) Candidate Screening:

- The Hampton Golf Human Resources and Executive Teams will review applications and resumes to shortlist candidates based on their alignment with the job description and qualifications.
- Conduct initial phone or video interviews to assess candidates' communication skills, enthusiasm, and basic qualifications.

5) In-Depth Interviews:

- The Hampton Golf Human Resources and Executive Teams will conduct face-to-face or additional video interviews to assess the candidates' experience, competencies, leadership skills, and cultural fit within the organization.

6) Skill Assessments Testing:

- Relevant skills assessment tests will be conducted to evaluate the candidates' problem-solving abilities, decision-making skills, and leadership traits.

7) Reference Checks:

- Hampton Golf will contact provided references to verify the candidate's professional background, achievements, work ethic, and suitability for the role.

8) Final Interviews and Presentations:

- Candidates will be asked to prepare and deliver presentations on their leadership plan and weekly execution strategy, demonstrating their understanding and strategic thinking.

9) Offer and Negotiation:

- Hampton Golf will extend a formal offer to the selected candidate, outlining compensation, benefits, and other terms of employment.
- Negotiate terms if necessary and address any concerns or queries the candidate may have.

10) Onboarding and Orientation:

- Hampton Golf will provide the onboarding plan to integrate the new General Manager into the Club and Company, providing them with necessary information, resources, and introductions.

Developing top talent:

Developing General Managers involves a structured process to nurture their skills, competencies, and leadership abilities within Hampton Golf. Below identifies the comprehensive approach we have in place:

1) Identifying Potential General Managers:

- Hampton Golf identifies individuals with a proven track record of leadership, strategic thinking, and a strong understanding of the company's values and objectives.

2) Assessment and Selection:

- The Company uses a combination of performance assessments, competency evaluations, interviews, and other selection methods (consumption of training modules and testing) to determine potential General Managers.

3) Structured Training and Development:

- Hampton Golf provides a targeted training titled Eagle Mindset Executive Coaching that covers leadership skills, strategic thinking, decision-making, communication, financial acumen, and other crucial managerial competencies.

4) Mentorship and Shadowing:

- The Company encourages aspiring General Managers to shadow experienced leaders, participate in cross-functional projects, and engage in the Company's mentorship program, LeaderUP, to learn and apply best practices.

5) Regular Performance Reviews:

- Hampton Golf conducts regular, structured performance reviews (bi-annually) to evaluate the General Managers against predetermined objectives, competencies, and key performance indicators (KPIs).

6) Feedback and Coaching:

- The Company provides specific, constructive feedback during performance reviews, highlighting strengths and areas for improvement. Establishing action plans for growth and development, emphasizing skill enhancement and behavior adjustments.

7) Goal Setting:

- Team Members will collaboratively set achievable goals for the upcoming performance period, aligning them with organizational objectives and the individual's career aspirations.

By implementing a structured development process and utilizing effective performance reviews and coaching, Hampton Golf cultivates and nurtures its General Managers to drive success and growth within the organization.

The average tenure of a General Manager at a Hampton Golf Managed Club/Community in Florida is seven years. This number does not reflect managed clubs that have joined the portfolio in the last two years.

Hampton Golf does not subscribe to 'trading' a General Manager from one of our managed properties to another unless a client has requested the action.



Recruiting, Retaining, and Developing Key Staff
(Greens Superintendent, Head Golf Professional, F&B Director, Executive Chef, etc.)

1. Recruitment:

a. Job Analysis and Role Definition:
- Clearly define roles, responsibilities, and qualifications for each position.

b. Targeted Recruitment Strategy:
- Utilize various recruitment channels like job boards, social media, employee referrals, LinkedIn, and professional networks to reach a diverse pool of candidates.
- Tailor recruitment messages to highlight the unique aspects of the Club and the opportunities for growth.

c. Structured Interview Process:
- Develop a well-structured interview process that includes behavioral, situational, and competency-based questions.
- Involve multiple interviewers to ensure a holistic evaluation of candidates.

2. Retention:

a. Competitive Compensation and Benefits:
- Offer competitive salaries and benefits packages to attract and retain top talent.
- Conduct regular market research to ensure compensation remains competitive and aligned with industry standards.

b. Professional Growth Opportunities:
- Develop a clear career path and growth opportunities within the company.
- Offer training programs such as Tidbits, Eagle Mindset, and LeaderUP, as well as workshops and mentorship to enhance skills and encourage career development.

c. Employee Recognition and Rewards:
- Implement a structured system for recognizing and rewarding outstanding performance and achievements, such as the Orender Service Award and the Founder's Award.
- Encourage a positive work culture that celebrates individual and team successes.

3. Development:

a. Personalized Development Plans:
- Work with Team Members to create personalized development plans aligned with their career goals and company needs.
- Provide constructive feedback and coaching to help Team Members improve and achieve their objectives.

b. Training and Skill Development:
- Offer regular training programs to enhance technical, soft, and leadership skills.
- Encourage participation in workshops, seminars, and industry conferences.

c. Succession Planning:
- Identify potential future leaders within the organization and develop succession plans to ensure a smooth transition of key roles.

- Provide opportunities for leadership training and exposure to senior-level responsibilities.

d. Cross-Functional Exposure:
- Encourage Team Members to work on cross-functional projects to broaden their skill set and knowledge.
- Foster a culture of collaboration and knowledge sharing within the Club/Community operations.

Overall, maintaining open communication, fostering a positive work environment, and investing in the growth and well-being of the key Team Members are essential components of a successful approach to recruiting, retaining, and developing talent.

Training Programs

Hampton Golf has developed proprietary digital and on-site training solutions for Team Members, focusing on improving their performance and careers. Hospitality and recreation is a people business. Furthermore, Guests' demands and service expectations are at all-time highs. As such, Hampton Golf has expended considerable resources recruiting, training, and developing top talent.

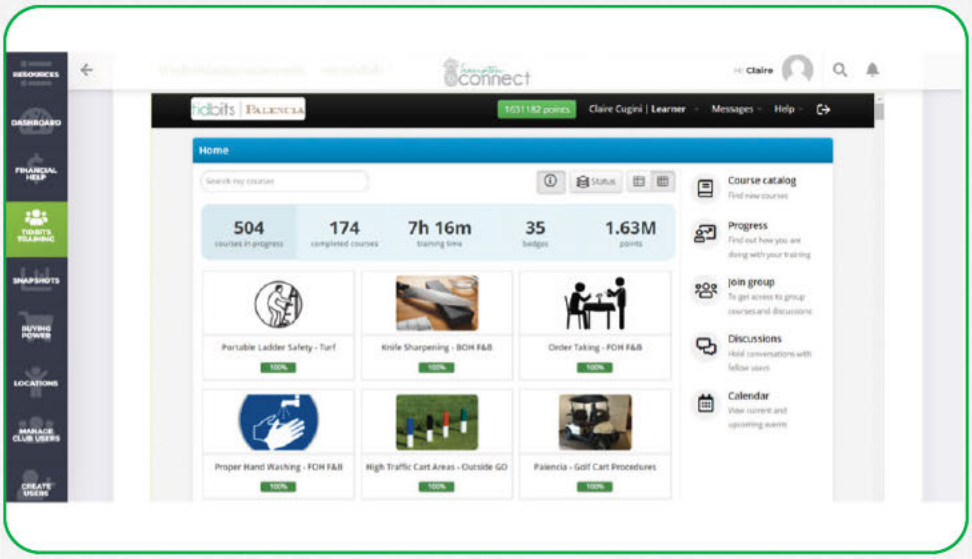
We call this "human capital." It is driven by our proprietary performance management system that monitors and assesses job performance with constructive feedback and goals to create meaningful ways for Team Members to reach their potential and grow professionally.

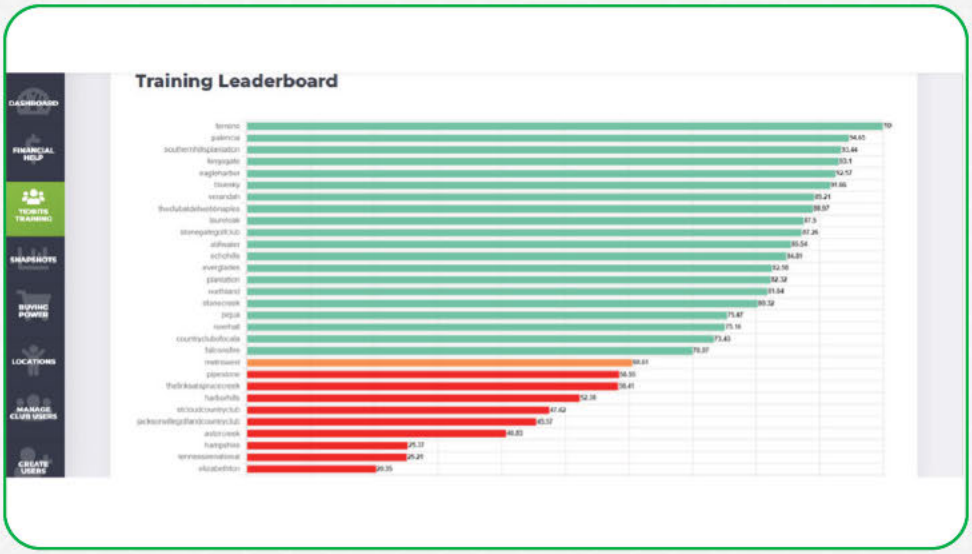
There are many reasons, notably cultural and career development, that Hampton Golf attracts and retains the best talent in the industry. The goal of the Learning & Development Team is to provide all managed properties with the resources and training required to meet their goals and visions for the future. We accomplish this by educating and strengthening each property's Team Members and leadership base through interactive, hands-on training and additional electronic resources. Facilitating the ability to develop great people are our leading training programs:

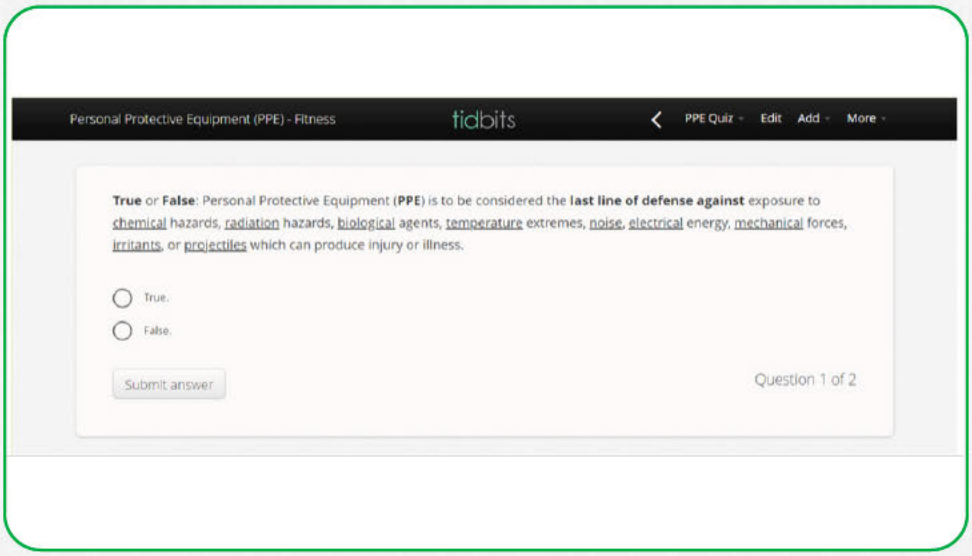
Tidbits digital training provides bite-sized training videos for Team Members to consume, practice, and be tested on. All completed training reporting goes to the Director of Training and passes to the Regional Manager and Facility General Manager for review. Our online university features more than 100 comprehensive training modules for career development. The platform is integrated with our performance management system so managers can assign training to match goals established during the annual review process.






connect
tidbits | PALENCIA
1631182 points
Claire Cugini | Learner
Messages
Help
Home
504
courses in progress
174
completed courses
7h 16m
training time
35
badges
1.63M
points
Course catalog
Progress
Join group
Discussions
Calendar
Portable Ladder Safety - Turf
Knife Sharpening - BOH F&B
Order Taking - FOH F&B
Proper Hand Washing - FOH F&B
High Traffic Cart Areas - Outside GO
Palencia - Golf Cart Procedures


Training Leaderboard


Personal Protective Equipment (PPE) - Fitness
tidbits
PPE Quiz
Edit
Add
More
True or False: Personal Protective Equipment (PPE) is to be considered the last line of defense against exposure to chemical hazards, radiation hazards, biological agents, temperature extremes, noise, electrical energy, mechanical forces, irritants, or projectiles which can produce injury or illness.
True.
False.
Submit answer
Question 1 of 2

LeaderUP is a mentor-driven leadership workshop held for those identified as future leaders of the Company and managed Clubs/Communities. The program was established to identify and support rising stars within our organization. Selected mentees are paired with company executives to network, grow, and develop for their next steps with Hampton Golf.

Eagle Mindset Executive Coaching is a newly introduced leadership practice and training solution designed to take identified leaders' careers to the next level.



Internal culture

The internal culture will center on the following ethos:

"We do what we say we will do, when we say we will do it, in the expected way, and if we cannot get it done, we have to clean up our mess and be responsible for that mess, and then set new conditions of satisfaction and by-when dates."

More easily stated, the culture will be one of accountability. Digital tools, training modules with testing, financial improvement, and WWW (Who is doing, What, by When) will be center stage as Hampton Golf and the talented Club Team enhance the overall customer experience and better financial performance.

18) FINANCIAL PROPOSAL/CONSIDERATIONS

ANNUAL CONSOLIDATED FORECAST	Budget Year 1	Year 2	Year 3	Year 4	Year 5
ASSUMPTIONS					
TOTAL ROUNDS	55,200	55,200	55,200	55,200	55,200
REVENUES					
GOLF GREEN & CART FEES	2,484,000	2,533,680	2,584,354	2,636,041	2,688,761
GOLF RETAIL	165,600	168,912	172,290	175,736	179,251
OTHER GOLF REVENUE	2,037,600	2,139,480	2,246,454	2,358,777	2,476,716
FOOD AND BEVERAGE	3,783,000	3,972,150	4,170,758	4,379,295	4,598,260
TOTAL REVENUE	**8,470,200**	**8,814,222**	**9,173,855**	**9,549,849**	**9,942,988**
COST OF GOODS SOLD					
GOLF SHOP MERCHANDISE	107,640	109,793	111,989	114,228	116,513
FOOD AND BEVERAGE	1,155,083	1,212,837	1,273,479	1,337,153	1,404,011
TOTAL COGS	**1,262,723**	**1,322,630**	**1,385,468**	**1,451,382**	**1,520,524**
GROSS PROFIT	**7,207,477**	**7,491,592**	**7,788,387**	**8,098,467**	**8,422,464**
EXPENSES					
GOLF OPERATION	716,941	724,110	731,351	738,665	746,051
F&B	1,506,794	1,521,862	1,537,081	1,552,452	1,567,976
GOLF MAINTENANCE	1,133,690	1,145,027	1,156,477	1,168,042	1,179,723
ADMINISTRATION	1,413,509	1,427,644	1,441,921	1,456,340	1,470,903
TOTAL EXPENSES	**4,770,934**	**4,818,644**	**4,866,830**	**4,915,498**	**4,964,653**
OPERATING P/L	**2,436,542**	**2,672,948**	**2,921,557**	**3,182,969**	**3,457,811**
OTHER INCOME/EXPENSES					
PERFORMANCE RENT INCENTIVE	**183,510**	**200,711**	**218,693**	**237,492**	**257,149**
CAPITAL RESERVES	150,000	150,000	150,000	150,000	150,000
Net P/L	**2,470,052**	**2,723,659**	**2,990,250**	**3,270,461**	**3,564,960**
MINIMUM GAURANTEED RENT	**240,000**	**240,000**	**240,000**	**240,000**	**240,000**
NET AFTER DEBT SERVICE PAYMENTS	**2,230,052**	**2,483,659**	**2,750,250**	**3,030,461**	**3,324,960**
Net Income Margin	**26.33%**	**28.18%**	**29.98%**	**31.73%**	**33.44%**
TOTAL RENT REVENUE	**423,510**	**440,711**	**458,693**	**477,492**	**497,149**

ESTIMATED CONSTRUCTION COSTS		
Forest Lake Launch Pad Ocoee, FL		
CONSTRUCTION		
Division 01 - General Conditions		1,261,316
Allowances		115,354
Division 02 - Site Work		593,456
Division 03 - Concrete		1,732,067
Division 05 - Metals		123,586
Division 06 - Wood, Plastics, Composite		873,843
Division 07 - Thermal and Moisture Protection		1,216,716
Division 08 - Doors and Windows		353,772
Division 09 - Finishes		489,352
Division 10 - Miscellaneous Specialties		20,452
Division 14 - Conveying Systems		72,096
Division 15 - Mechanical		1,233,791
Division 16 - Electrical		818,066
Division 18- Golf Course		1,000,000
Sub-Total Construction		9,903,866
FURNITURE FIXTURES AND EQUIPMENT		
Audio Visual	$	402,500
Ball Dispensing System	$	474,201
Outfield Targets	$	1,050,000
Kitchen Equipmnet	$	182,000
Furniture	$	245,000
Outdoor Heating System	$	182,000
Safety Netting and Poles	$	1,750,000
Artifical Turf	$	700,000
Signage	$	105,000
Sub-Total Furniture Fixtures and Equipment	$	5,090,701
PROFESSIONAL AND OTHER FEES		
Consulting and Professional Fees	$	350,000
Development Charges	$	245,000
Sub-Total Professional and Other Fees	$	595,000
TOTAL PROJECT COST	$	15,589,567
Square Feet		
OTHER COSTS		
General Contingency (5%)	$	729,478
Sub-Total	$	729,478
TOTAL REQUIREMENTS	$	16,319,046

19) PARTNERSHIP SUMMARY & PROJECT RENDERINGS

FOREST LAKE GOLF CLUB

Beloved by Golfers | Rooted in Community | Poised for Growth

Nestled just outside Orlando in Apopka, Florida, Forest Lake Golf Club has long been a favorite among residents and visitors alike. Known for its natural beauty, exceptional course conditions, and welcoming atmosphere, Forest Lake is a community cornerstone — and one of Central Florida's most accessible and enjoyable daily-fee golf experiences.

What Makes Forest Lake Special:

- Public-access course serving both local residents and destination players
- 18-hole championship layout featuring generous fairways, strategic bunkering, and a strong pace of play
- Set on over 200 acres of preserved wetlands, open meadows, and native Florida landscaping
- Offers excellent year-round conditions, enhanced by sandy soils and natural drainage
- Home to a wide range of players, from loyal regulars and league members to casual weekend groups

Today's Opportunity:

- Provide a state-of-the-art clubhouse experience for current golfers
- Open the door to non-golfers and social users, increasing community engagement
- Establish Forest Lake as a model municipal golf destination, balancing tradition with innovation

FLGC GOLF HOLDINGS & HAMPTON GOLF

Trusted Operator | People-First Culture | Proven Results

Hampton Golf is a full-service golf and club management company with over 20 years of experience operating public, private, and municipal clubs throughout the Southeast. We bring deep operational expertise, a hands-on leadership style, and a relentless focus on human capital — the foundation of our success.

At a Glance:

- 32 Courses Under Management
- 3,000+ Team Members
- $130M+ Top-Line Revenue Managed
- Clients include national homebuilders, municipalities, and private equity-owned clubs

What Sets Us Apart:

- We don't use a sales team — the team you meet is the team who will manage your club
- Proven success with public-private partnerships and community-centric operations
- Focus on elevating member and guest experience through empowered team leadership
- Robust training, leadership development, and hospitality-first culture

LAUNCHPAD GOLF

Redefining the Game | Tech-Driven | Social by Design

LaunchPad Golf is a modern golf entertainment company revolutionizing how people experience the game. With a focus on technology, community, and fun, LaunchPad creates immersive venues that attract both golfers and non-golfers in equal measure — making golf more accessible, social, and entertaining than ever before.

Overview:

- Purpose-built golf entertainment venues combining tech-enabled gameplay, premium food & beverage, and vibrant social atmospheres
- In-range ball-tracking technology delivers real-time performance feedback and gamified experiences
- Designed to engage everyone from scratch golfers to complete beginners

By the Numbers:

- 300,000+ annual guests across two Calgary-area locations
- Demonstrated success despite weather and hours of operation restrictions
- Growing pipeline of locations in North America (MN location opening fall of 2025)

CONCEPT: LAUNCHPAD GOLF FOREST LAKE

Overview

- Multilevel suite design
- Approximately 40 climate-controlled hitting bays with lounge seating
- Full-service bar and restaurant with views of the range
- Indoor/outdoor flow, welcoming both players and guests
- Outdoor patio, fire pits, and community activation zones
- Golfer registeration at LaunchPad facility (clubhouse)

Technology

- Inrange Ball Tracking: Real-time data, skill-based games, and mobile integration.
- Suite-based Gameplay: Climate-controlled bays, multi-level setups, and event hosting capabilities.
- Gamification: Interactive games, global tournament functionality, and robust digital experiences.

EXPANDING THE AUDIENCE, ENHANCING THE VISION

Forest Lake's strength has always been golf — and that will remain the foundation. But by incorporating LaunchPad's dynamic model, we unlock a powerful opportunity: *to serve all residents, not just golfers.*

Resident Golfers:

- Access to a premier practice experience with Inrange ball-tracking and social gameplay
- Integrated warm-up and post-round environment, blending seamlessly with the existing course
- League nights, competitions, and memberships enhance year-round engagement

Resident Non-Golfers

- Over 50% of users at similar venues are non-golfers
- Appeals directly to residents/taxpayers who may not otherwise engage with the course
- Perfect for corporate outings, birthdays, league gatherings, and community events
- Creates incremental revenue through off-peak traffic and diversified experiences

BUSINESS MODEL

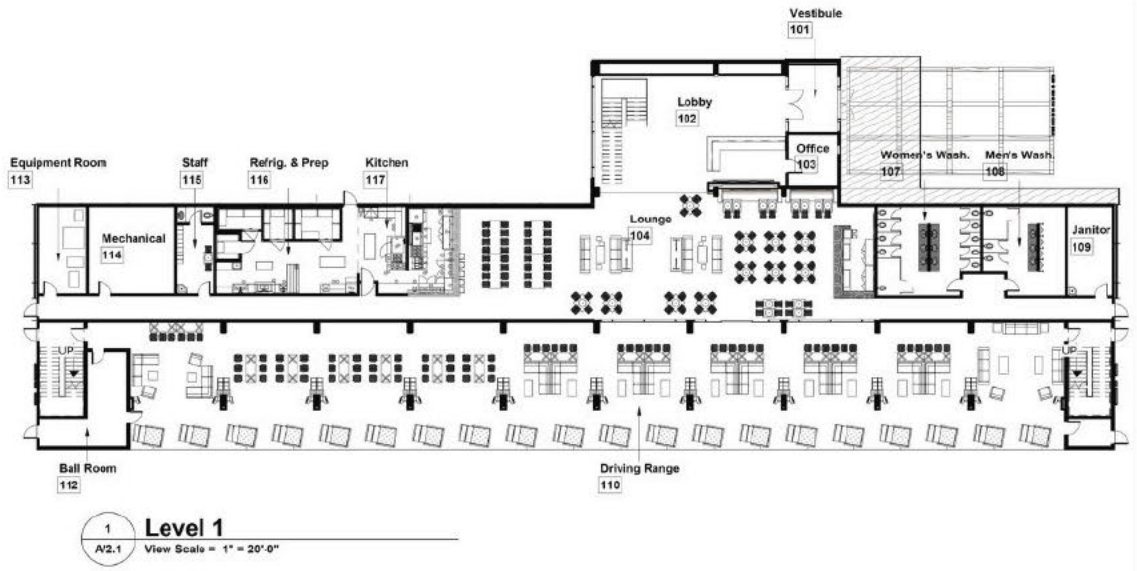
- **45% Gameplay**
  - Hourly bay rentals, membership options, and tech-enabled competitions
- **40% Food & Beverage**
  - Chef-driven kitchen, premium bar, and full-service lounge experience
- **15% Events**
  - Corporate functions, league nights, private parties, and social gatherings

Golfers will register for the course at the LaunchPad facility, which also functions as the **primary clubhouse**, serving golfers before and after play. This seamless integration enhances the overall guest experience while maximizing facility use and revenue potential.



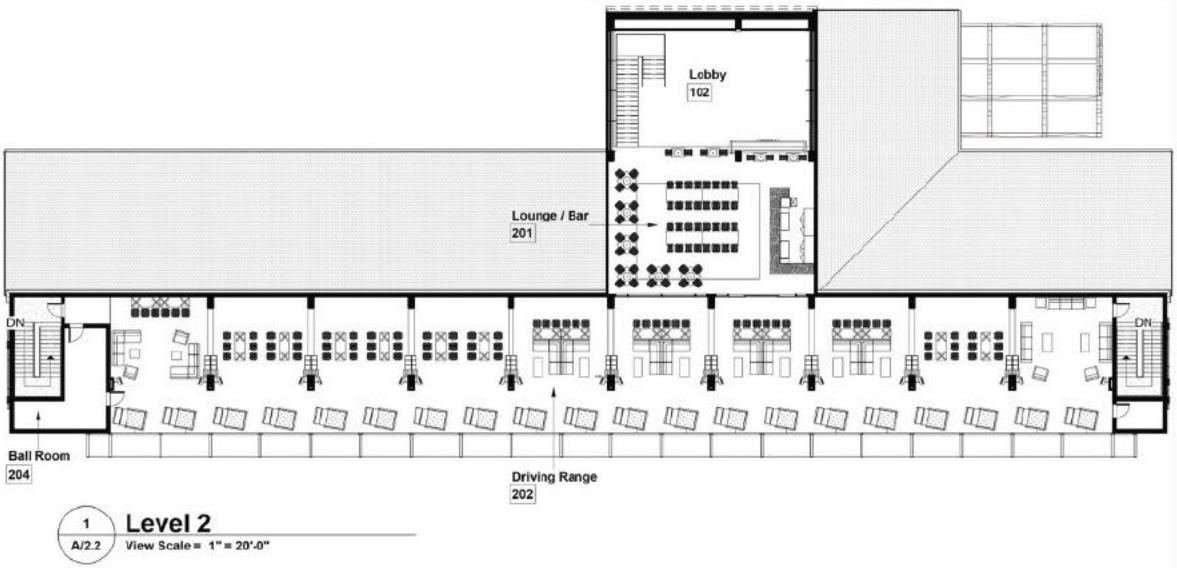
STRUCTURE FLOORPLAN

Floorplan: Level 1



LAUNCHPAD
GOLF EXPERIENCE

Floorplan: Level 2



LAUNCHPAD
GOLF EXPERIENCE

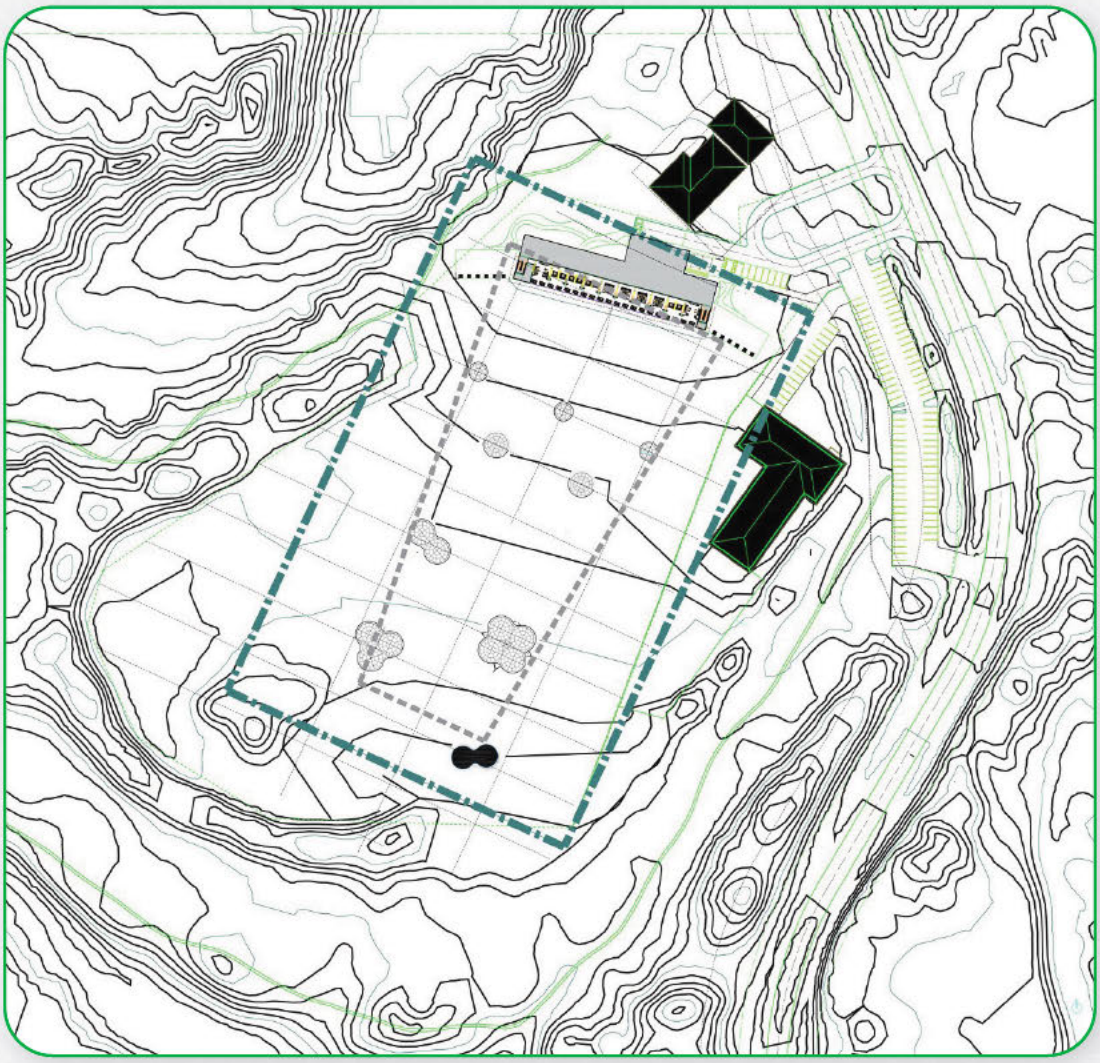
PROPOSED LAND USE

Concept:

- Integrating LaunchPad into Forest Lake's existing footprint
- Strategic relocation of Hole #1 to accommodate LaunchPad footprint and create a more dynamic arrival experience
- Proposed re-routing enhances course flow and sightlines while preserving the integrity of the golf experience
- Optimized use of underutilized land while maintaining practice areas and preserving green space

Benefits:

- Adds a modern identity to the facility
- Generates incremental revenue without disrupting core operations
- Creates a signature feature to differentiate Forest Lake within the region



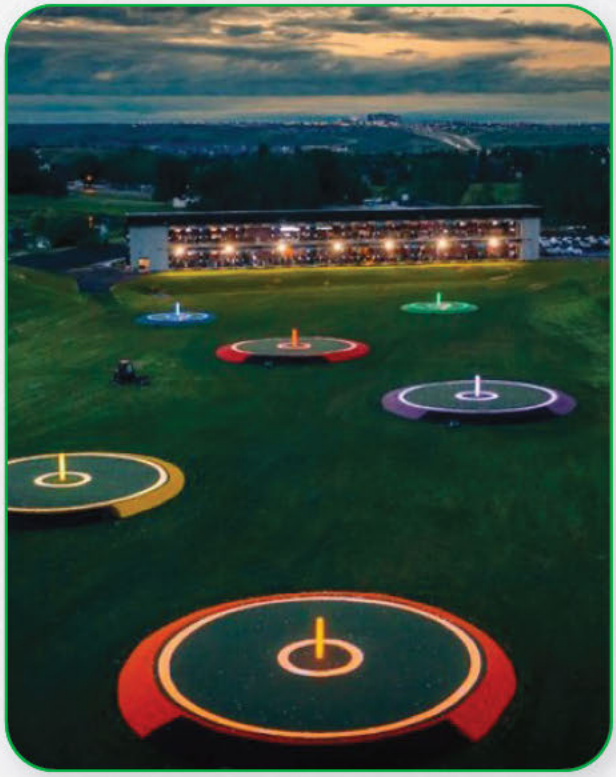
A SHARED VISION

LaunchPad and Hampton Golf are committed to a **long-term partnership** with the City of Ocoee.

With **over 50% of participants being non-golfers**, this model invites more residents and offers a more vibrant experience for residents.

Together, we will unlock the full potential of Forest Lake —transforming it from a great golf course into a true community destination.





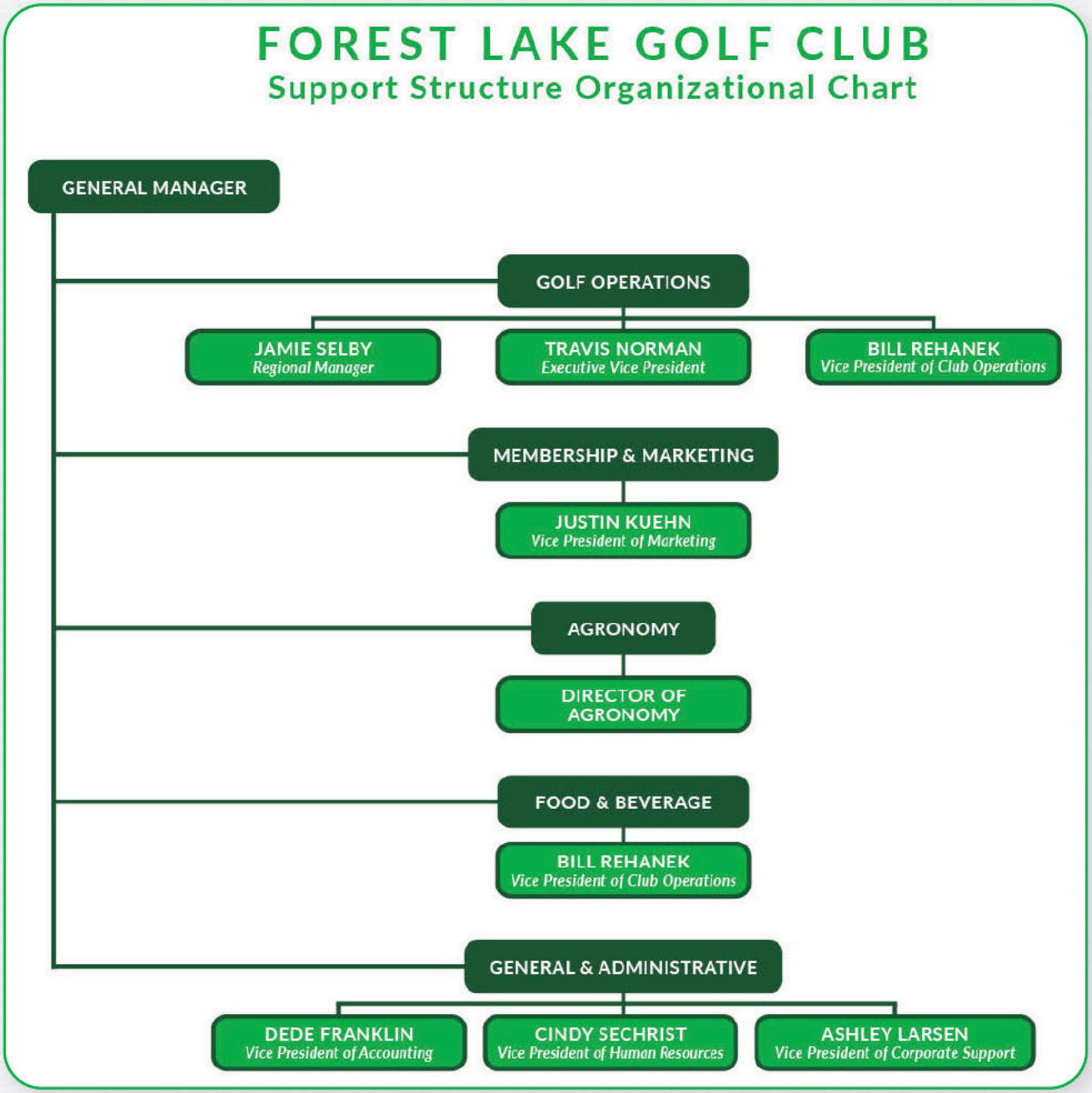




20) ADDITIONAL INFORMATION

No Other Partner Will Be As Close To Forest Lake Golf Club and the City's Asset as Hampton Golf.

21) RESUMES OF KEY MANAGEMENT STAFF & ORGANIZATIONAL CHART



RESUMES OF KEY MANAGEMENT STAFF CONTINUED

M.G. Orender
President

A Professional Golfers' Association of America Member since 1981, MG Orender began his career in 1974 as a shop assistant to a non-member head professional at Diamond Hill Golf Club in Tampa, Fla. In 1976, the head professional departed, and Orender was asked to fill the position while a replacement was sought temporarily. Over the next 15 years, he held the positions of head professional, pro-superintendent with a class "A" superintendent certification, pro-manager, and eventually general partner.

During that time, Orender was approached regularly to consult for new and existing projects and developed a reputation as a turn-around specialist for owners and banks. Orender consulted several clients who eventually contracted with him to manage their facilities. After selling Diamond Hill in 1989, Orender formed Golftrust and proceeded to build and manage several Florida golf clubs: Timacuan Country Club in Orlando, Cypress Creek Golf Club in Tampa, Schalamar Creek in Lakeland, DeBary Plantation in Debary, Cypress Head in Daytona Beach and the Country Club of Mount Dora in Mt. Dora. Orender served as his own secretary and a mentor through 1996 when he created Granite Golf.

Realizing small regional management firms were destined to be targets for consolidation and the limitations of fee management, Orender joined forces with two capital venture specialists who had purchased a public shell and did a reverse merger for Golftrust into that shell to become Granite Golf. Granite now manages, leases, and owns nearly 30 facilities in 11 states, four of which are currently under various stages of construction. Orender left Granite to found Hampton Golf in December of 1998. Currently, Hampton Golf operates 13 golf facilities in the Southeast.

In 2003, Orender was named the 33rd president of the PGA of America, a not-for-profit organization comprised of more than 28,000 men and women who work to promote the game of golf while enhancing the standards of the profession.

First and foremost, Orender is a devoted father to his four children. He and his wife, Donna Orender, have been considered one of the golf industry's most influential couples.

Overall, Orender has been involved and responsible for the construction of 11 facilities, and he opened and managed nearly 40 clubs in his 30-year career – a career he has used to give back to the golf industry. As president of the PGA, he used his expertise to increase golf participation among new and occasional golfers. He left a lasting, positive impact on the golf world.

RESUMES OF KEY MANAGEMENT STAFF CONTINUED

Travis Norman
Chief Operating Officer, Partner

Over the last 30 years in the golf course management industry, Mr. Norman has had direct oversight of the management of over 45 golf courses. Travis has directed and supervised numerous projects similar to Forest Lake Golf Club, including the reconstruction of St. Cloud Country Club in St. Cloud, MN., building of Stillwater GC in ST. John's County and most recently the procurement and revitalization of the Glen Kernan Club in Jacksonville, FL (30 million dollar project).

Travis leads over 3,000 Team Members through his relentless pursuit to connect with Team Members, which then allows Team Members to connect with their guests. Travis also evaluates each division of Hampton Golf for continual improvement of the efficiency and effectiveness of the organization, with an emphasis on attracting, retaining, and motivating individual team members with personal and professional growth opportunities.

While attending Daytona Beach Community College in his hometown, Travis met, Tiffany, his now wife of 25 years and have one child, Tristan.

Justin Kuehn
Vice President of Sales and Marketing

Justin develops impactful, non-traditional membership and marketing strategies for Hampton Golf's diverse portfolio of managed golf courses.

His passion for the game of golf, coupled with expert experience directing a national advertising agency and public relations firm, has assisted him in making Hampton Golf one of the most progressively marketed portfolios in the industry.

Justin directs Hampton Golf's development and implementation of all company-wide marketing, membership, sales, and promotional strategies and activities. Justin and the sales and marketing team create and execute marketing plans focusing on customer experience, design, and technological innovation.

Justin graduated with a bachelor's degree in political science from the University of Central Florida and a bachelor's degree in marketing from Jacksonville University.

Cindy Sechrist
Vice President of Human Resources

Cindy has over 25 years of experience in the HR industry, specializing in Consulting, Recruitment and Retention Strategies, Employee Relations, Training, Compensation Planning, Benefits Administration, Conflict Resolution, Change Management, and Employee Engagement.

As Vice President of Human Resources, Cindy works with Hampton Golf's insurance partners to secure comprehensive insurance coverage at competitive pricing, compliance, loss prevention, employee engagement, and reporting; she leads the Hampton Golf Human Resources Department.

RESUMES OF KEY MANAGEMENT STAFF CONTINUED

Dede Franklin
Chief Financial Officer

Dede has nearly 25 years of experience in accounting, finance, and treasury and has built a reputation of trust and excellence. Dede spent the first 20 years of her career in the hospitality industry as the Senior Vice President of Accounting, Finance, and Treasury for TJF Holdings Group, which included over 135 units for Tijuana Flats Burrito Co. and Tibby's New Orleans Kitchen.

In 2015, the majority share was sold to private equity group AUA Private Equity, and Dede was asked to stay on as part of the executive management team. She was charged with financial statement preparation and presentation, monthly, quarterly, and annually, to the fund investor group, loan covenant management, and completion of the annual audit and tax oversite.

In late 2019, Dede met Travis Norman through a mutual contact and decided to join Hampton Golf as the Chief Financial Officer. Dede relocated to Jacksonville in early 2020 with her husband, John, and three children, Jack, Lucas, and Madelyn, and has been part of the Hampton Golf executive team since then. Dede holds a bachelor's degree in business management and a master's degree of accountancy. Dede directs all accounting and financial functions for Hampton Golf at the corporate level, as well as strategic planning and financial oversight for all Hampton Golf clients, including GAAP adherence, accounting policies and procedures, and reconciliation reviews.

Ashley Larsen
Vice President of Corporate Operations

Ashley oversees all vendor programs and relationships, supervises IT throughout the company, and creates strategic procedures for daily operational needs. Ashley is also responsible for developing new technological business initiatives for Hampton Golf. Ashley enjoys spending time with her family, sports, and traveling in her spare time.

Claire Cugini
Director of Training and Education

Claire Cugini has a decade of experience in training and education, focusing on personal and professional growth, talent development, and team member retention. She has successfully launched the Tidbits and Eagle Mindset Executive Coaching programs at Hampton Golf and is developing new training initiatives.

Claire holds a BA in English with a minor in Education from the University of North Florida and a Professional Educator's Certificate. Her innovative approach to training includes individualized digital learning, distinguishing her in the golf hospitality industry. In her free time, Claire enjoys crafting, hiking, and shark tooth hunting.

RESUMES OF KEY MANAGEMENT STAFF CONTINUED

Jamie Selby
Regional Manager

Jamie most recently served as Regional Manager for ClubCorp/Invited, overseeing the largest private country club in their portfolio and the nation, The Clubs of Kingwood, located in Kingwood, Texas.

Before working for ClubCorp, Jamie served as Regional Manager for Hampton Golf Management while simultaneously serving as COO/GM for the private equity club and community, Oldfield Club, located just outside Hilton Head, SC. During his six years with Hampton Golf, Jamie's regional responsibilities extended to North Florida, Georgia, Arizona, WV, NJ, and NY. His expanded corporate duties included implementing and overseeing the company's national vendor program and due diligence for acquisitions.

While at Oldfield Club, he was responsible for all club amenities and POA management of a 900-acre community as the sole COO and GM of the entire operation.

He is a Graduate of Virginia Tech and holds degrees in Environmental Science and Horticulture with an emphasis in Turf Science, Contracting, and Business.

Silva Gazarova
Vice President of Legal Affairs & Compliance

Silva manages legal matters company-wide, handling legal issues that arise and helping reduce liability exposure for Hampton Golf and the Company's clients. Silva also performs day-to-day legal duties such as reviewing contracts, drafting documents, and completing legal research.

Silva assists in the administration and enforcement of rules and regulations, as well as other governing documents for the clubs and businesses. Silva's legal tasks and responsibilities are accomplished with direct oversight from outside counsel, who provides an additional layer of review and execution. When applicable, Silva also assists with insurance matters, providing oversight and assistance with insurance generally, in addition to claims processing and management.

Silva obtained her undergraduate degree from the University of Central Florida and her Juris Doctor from Florida Coastal School of Law. Silva enjoys spending time with her family, exercising, and supporting the Jacksonville Jaguars!

RESUMES OF KEY MANAGEMENT STAFF CONTINUED

Bill Rehanek
Vice President of Club Operations

Bill's passion for service and the game of golf led him to move from the defense industry to pursue a career in the Golf Industry. He has been a PGA member for over 30 years and has successfully transitioned and operated more than 50 municipal and daily fee access golf facilities.

In his role with Hampton Golf, he oversees daily operations for the company's managed properties throughout the U.S., encompassing all facets of club and course management, including golf operations, course and facility maintenance, financial reporting, capital planning, recruiting, training, and sales and marketing execution.

He has a bachelor's degree in economics from George Mason University and an MBA from the University of South Florida.



22) REFERENCES

Four verifiable references, of which two must be letters of reference

Eric Gettemy
Board Member
Jacksonville Golf and Country Club
eric@logisticaldataservices.com

Mike Seyfer
Past President of Northland Country Club (Duluth, MN)
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Bonnie Van Overbeke
Board Member of Laurel Oak Country Club (Sarasota, FL)
813.335.2225
Bvanoverbeke3@gmail.com

Dan Fitzpatrick
Division President
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Sean Strickler
Division President
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Sean.strickler@pultegroup.com

Scott Brooks
Director DRE/HOA/Golf Course Operations
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Scott.brooks@pultegroup.com

Grady Miars
President
GreenPointe Development
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Jay Cunio
Chief Development Officer
Jacksonville Aviation Authority
jay.cunio@flyjacksonville.com

23) ADDITIONAL DOCUMENTS

1) Month-End Financial Report
2) Membership Sales Collateral
3) Private Event Sales Collateral
4) Client Survey
5) Lease Agreement Draft Terms and Conditions
6) Required RFP Response Documents



MONTH-END FINANCIAL REPORT

MEMBERSHIP SALES COLLATERAL

MEMBERSHIP OPPORTUNITIES

AT LAUREL OAK COUNTRY CLUB



Laurel Oak
COUNTRY · CLUB

941.378.3608 | LAURELOAK.COM | 2700 GARY PLAYER BLVD | SARASOTA, FL 34240 | INFO@HAMPTON.GOLF



OUR MISSION

Laurel Oak Country Club provides superior, private recreational and social facilities for the exclusive use of its Members and families. Our goal is to provide our Members and their Guests with the highest level of service, quality and enjoyment in their social experiences at Laurel Oak.



YOU BELONG HERE

There's always something to play at Laurel Oak - Sarasota's premier private country club, featuring two championship golf courses, 12 Har-Tru tennis courts, six pickleball courts, swim center and year-round family activities, plus weddings and exclusive events. Make lifelong friends in a relaxed, refined and welcoming atmosphere.



MEMBERSHIP

Members of Laurel Oak Country Club enjoy access to world class amenities, within 15-minutes to some of Florida's finest beaches.

CHAMPIONSHIP GOLF

Laurel Oak Country Club offers two breathtaking, challenging and meticulously maintained 18-hole championship Golf Courses.

WORLD-CLASS TENNIS

Home to one of the top tennis facilities in the state, our Tennis Facility has 12 immaculately maintained Har-Tru Courts, 10 being lighted for night play.

PICKLEBALL

Brand NEW top-rated Pickleball Courts with the highest level of cushioning, for maximum comfort and enjoyment.

CASUAL SOUTHERN ELEGANCE

Nature and elegance come together at the 45,000 square foot Clubhouse, nestled within 800 acres of peace and serenity.

POOL

The Swim Center at Laurel Oak features a six-lane, junior Olympic swimming pool, perfect for lap work or social swimming, heated for year-round use.









MEMBERSHIP OPPORTUNITIES

PREMIER GOLF & TENNIS

A full membership which includes unlimited use of the golf course, tennis facility, pickleball, swimming pool and patio, community social events and Clubhouse privileges.

$85,000 ONE-TIME INITIATION FEE | $100 EQUITY MEMBERSHIP ASSIGNMENT

Monthly Dues: $959 plus $260 Capital, totaling $1,219
Young Executive Monthly Dues *(40-50 years)*: $479.50 plus $260 Capital, totaling $739.50
Young Executive pricing will include a 5% of full dues increase annually until 50 years of age.

FULL GOLF

A full membership which includes unlimited use of the golf course, pickleball, swimming pool and patio, community social events and Clubhouse privileges.

$75,000 ONE-TIME INITIATION FEE | $100 EQUITY MEMBERSHIP ASSIGNMENT

Monthly Dues: $932 plus $229 Capital, totaling $1,161
Young Executive Monthly Dues *(40-50 years)*: $466 plus $229 Capital, totaling $695
Young Executive pricing will include a 5% of full dues increase annually until 50 years of age.







Initiation, Dues and fees are subject to change; Monthly payments are subject to change each year. Dues are subject to 7% Florida state sales tax. Initiation Fees are non-refundable, except $100 which will be assigned as equity and is refundable upon resignation from the Club.
10/2023





MEMBERSHIP OPPORTUNITIES

FULL TENNIS

A full membership which includes unlimited use of the tennis facility, pickleball, swimming pool and patio, community social events and Clubhouse privileges.

$10,000 ONE-TIME INITIATION FEE | $100 EQUITY MEMBERSHIP ASSIGNMENT

Monthly Dues: $399 plus $100 Capital, totaling $499

Young Executive Monthly Dues *(40-50 years)*: $199.50 plus $100 Capital, totaling $299.50

Young Executive pricing will include a 5%of full dues increase annually until 50 years of age.

FULL SOCIAL

A full membership which includes total access to the swimming pool and patio, community social events and Clubhouse.

$7,500 ONE-TIME INITIATION FEE | $100 EQUITY MEMBERSHIP ASSIGNMENT

Dues: $240 plus $68 Capital, totaling $308

To add pickleball privileges to your Full Social membership, please inquire with our Membership Team. This is a limited upgrade option available at $100 per month.

ASSOCIATE

An associate, non-equity membership which includes full privileges and one year term for Members under 40 years of age.

Pricing includes a $500 fee which will accumulate, and will be applied to your Full Equity Membership Initiation Fee when you reach 40 years of age.

GOLF & TENNIS		GOLF
Age	Annual	Annual
35 & Younger	$7,000	$6,350
36	$7,250	$6,675
37	$7,630	$7,170
38	$8,030	$7,550
39	$8,450	$7,940

Initiation, Dues and fees are subject to change; Monthly payments are subject to change each year. Dues are subject to 7% Florida state sales tax. Initiation Fees are non-refundable, except $100 which will be assigned as equity and is refundable upon resignation from the Club.

10/2023



FEES

CART FEES *(cart per person)*	NOVEMBER - APRIL	MAY - OCTOBER
18-HOLES	$31	$31
9-HOLES	$18	$18
CHILDREN *(11-15 years)*	$18 *(18-holes)* $11 *(9-holes)*	$18 *(18-holes)* $11 *(9-holes)*
CHILDREN *(10 years and younger)*	FREE	FREE

Children 15 years or younger must ride with an adult; If accompanying adult elects to PLAY, appropriate FAMILY GUEST fees will apply.

PUSH CARTS *(16 years and older)*	$15 *(18-holes)* $10 *(9-holes)*	$15 *(18-holes)* $10 *(9-holes)*
PUSH CARTS *(15 years and younger)*	$11 *(18-holes)* $7 *(9-holes)*	$11 *(18-holes)* $7 *(9-holes)*
ELECTRIC WALKING CARTS	$22 *(18-holes)* $14 *(9-holes)*	$22 *(18-holes)* $14 *(9-holes)*

TAKE-HOME CART PLAN

FAMILY UNLIMITED	$4,000 *(per year)* $360 *(per month)*
SINGLE UNLIMITED	$3,600 *(per year)* $325 *(per month)*
FAMILY/SINGLE LIMITED *(60 rounds)*	$2,400 *(per year, billed in January)*

UNLIMITED CART PLAN *(Check-in at the Golf Shop to use one of the Laurel Oak fleet carts.*

FAMILY	$4,000 *(per year)* $360 *(per month)*
SINGLE	$3,600 *(per year)* $325 *(per month)*

GUEST FEES

GOLF GUEST	$125 *(18-holes)* $85 *(9-holes)*	$95 *(18-holes)* $60 *(9-holes)*
CHILDREN *(16 years and younger)*	$25 *(18-holes)* $15 *(9-holes)*	$25 *(18-holes)* $15 *(9-holes)*
SPECIAL FAMILY GUEST	CART FEE ONLY	CART FEE ONLY
Equity Golf & Tennis and Equity Golf Members (outside 100 miles of Sarasota)		
FAMILY GUEST	$90 *(18-holes)* $52 *(9-holes)*	$70 *(18-holes)* $40 *(9-holes)*
Equity Golf Members (Immediate family inside 100 miles of Sarasota)		
CHILDREN *(16 years and younger)*	CART FEE ONLY	CART FEE ONLY
HOUSE GUEST REGISTRATION	$60 *(2-week visit, per family unit)*	$10 *(2-week visit, per family unit)*
Must be registered with Administration Office	$85 *(18-holes)* $47 *(9-holes)*	$65 *(18-holes)* $35 *(9-holes)*
TENNIS GUEST	$10	
PICKLEBALL GUEST	$10	

OTHER FEES

GOLF LOCKER RENTAL	$125 *(per year, billed in January)*
GOLF CLUB STORAGE	$125 *(per year, billed in January)*
FOOD MINIMUM SPENDING	
FAMILY	$800 *(per year, billed for May 1 - April 30)*
SINGLE	$600 *(per year, billed for May 1 - April 30)*
FOOD & BEVERAGE SERVICE	18% *(added to each bill)*
MILLRIVER BUYING PLAN *(Discounted Golf Shop merchandise. Fees apply to those in golf related categories.)*	
FAMILY	$225 *(per year, charged on Club statement)*
SINGLE	$165 *(per year, charged on Club statement)*

Must be at least 16 years of age and have a valid driver's license to operate a golf cart. All Guests are limited to two plays per month. Push Carts and Walking pricing is at the discretion of the professional staff, based on course usage. Gratuities are permitted only for golf cart, locker room, valet parking and beverage cart staff. Charges are billed monthly and are subject to 7% Florida state sales tax.

10/2023

Laurel Oak
COUNTRY • CLUB

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MOMENTS TO REMEMBER. FOREVER.

TENNESSEE NATIONAL
A SPECIAL VENUE FOR YOUR SPECIAL EVENT

A special moment to be treasured and to last a lifetime. At Tennessee National, we only host one special event at a time so our Team may give your special day the attention that it deserves. Tennessee National's sophisticated and stylish venue is nestled in the heart of Tennessee. Its stunning scenery and vibrant spirit make it one of Tennessee's premier event destinations.

Whether you are planning an intimate dinner, a business party or a large feast and celebration, our idyllic setting with natural beauty and warm hospitality aims to create an experience tailored to your vision. Event and catering menus are customizable and carefully crafted by the club's Professional Culinary Team.





WEDDINGS AT TENNESSEE NATIONAL

Tennessee National will elevate the charm and elegance of your day with beautiful ceremony backdrops and delicious cuisine. Planning your wedding begins with a personal consultation from our experienced Team. Our thoughtfully planned event coordination will help bring your vision to life and our Team will be there every step of the way to ensure your day is perfect.

ULTIMATE WEDDING PACKAGE

$25,000 | Plus tax and gratuity. Pricing is based on 200 Guests.

ALL FACILITY RENTALS INCLUDE:

6-Hour Room Rental | Day of Event Assistance | Lawn Ceremony | Table Linens
Ceremonial Archway | Outdoor Ceremony Set-Up | Champagne Toast
Cake Cake-Cutting Services | Bartending Services

STAY & PLAY PACKAGE

To book a tee time, please call provisions golf shop: (865) 657-2001 ext. 1
For stay & play availability and booking information, please call: (618) 368-6477

STAY & PLAY ACCOMMODATIONS INCLUDE:

Before the big day, come out to the course for a beautiful day of laughs, relaxation, cold beverages and a fun round of golf. Play Tennessee National's Greg Norman Signature Course for the Guest of a Member rate. Tennessee National also offers discounted 4 bedroom, 4 bath on-site rental accommodations. Experience unmatched comfort and convenience, all in one place.



GOLF OUTINGS & TOURNAMENTS

Tennessee National offers a breathtaking, and meticulously maintained Greg Norman-designed 18-hole championship golf course. The club's practice facility includes a dual-ended driving range, short game complex and multiple putting greens. The new TropTracer Driving Range and Silos Bar & Grille provide the relaxed refinement many Guests are looking for.

Course Drink Stations - $25 Each | Bulk Canned Alcohol - $3.25 Each | Bulk Non-Alcoholic Drinks - $2.50 Each
Beverage Cart - $100 Each | Butler-Served Hors D'Oeuvres - $75 Each | Corkage Fee Beer - $7 Per Player
Corkage Fee Food - $7 Per Player | Corkage Fee Snacks - $3 Per Player

Pricing does not include sales tax or gratuity; prices are subject to change until signed event order is received. All orders subject to but not limited to the following fees: Cleaning, delivery, sales tax, gratuity, rental equipment, additional labor & butler service.

RENTAL PRICING STRUCTURE

SUNSET SALOON & TOPTRACER DRIVING RANGE

Nestled on the banks of Watts Bar Lake, you'll enjoy some of the most beautiful sunsets east Tennessee has to offer. Enjoy the Toptracer Golf Simulator at this one-of-a-kind outdoor venue that holds 60 people and enjoy full-service food and drinks at the Sunset Saloon capable of seating 40 people.

CAPACITY: 100 PEOPLE
Area available for tent rental to accommodate up to 300 people

EACH RANGE BAY HOLDS 6 PEOPLE
$20 GUEST FEE | $100 PER BAY | $1,000 FOR ALL RANGE BAYS

MEMBERS $1,000 | NON-MEMBERS $2,000
Cleaning fee: $200

FOOD & BEVERAGE MINIMUM
TUESDAY - THURSDAY $3,500 | FRIDAY - SUNDAY $5,500

SILOS BAR & GRILLE

A quaint and intimate setting secluded next door to our picturesque clubhouse. Hardwood floors and floor-to-ceiling windows provide breathtaking views with a full-service bar that can seat up to 22 people and a patio space capable of seating 48 people.

CAPACITY: 120 PEOPLE

MEMBERS $500 | NON-MEMBERS $1,000
Cleaning fee $200

FOOD & BEVERAGE MINIMUM
TUESDAY - THURSDAY $2,500 | FRIDAY - SUNDAY $3,500

CLUBHOUSE

The clubhouse at Tennessee National is state of the art in terms of food and beverage services. A full bar that can seat up to 32 people, a dining room capable of seating 150 people inside and a covered patio that seats 120 people are just a few of the many amazing assets the clubhouse has to offer.

SOCIALIES & ASTROTURF

CAPACITY: 250 PEOPLE

SOCIALIES OR ASTROTURF
MEMBERS $2,000 | NON-MEMBERS $4,000

FULL DOWNSTAIRS
MEMBERS $2,000 | NON-MEMBERS $4,000

FOOD & BEVERAGE MINIMUM
TUESDAY - THURSDAY $6,000
FRIDAY - SUNDAY $7,500

FULL CLUBHOUSE

CAPACITY: 500 PEOPLE

WEEKDAY $12,000 | WEEKEND $20,000

FOOD & BEVERAGE MINIMUM
TUESDAY - THURSDAY $10,000
FRIDAY - SUNDAY $15,000

THE WEST & EAST ROOMS

Tucked in the corner of the clubhouse lays The West Room. With a smart TV and projector, this room is perfect for business luncheons, team building or small meetings. Accross the way, you'll find The East Room. This room proudly boasts a display and access to The Cellar, our temperature-controlled wine room. The East Room also has a private patio access to the breathtaking view of golf course.

THE WEST ROOM

CAPACITY: 40 PEOPLE

MEMBERS $200 | NON-MEMBERS $400
Cleaning fee: $50

FOOD & BEVERAGE MINIMUM
TUESDAY - THURSDAY $1,000
FRIDAY - SUNDAY $1,750

THE EAST ROOM

CAPACITY: 38 PEOPLE

MEMBERS $250 | NON-MEMBERS $500
Cleaning fee: $50

FOOD & BEVERAGE MINIMUM
TUESDAY - THURSDAY $1,000
FRIDAY - SUNDAY $1,750

CLUB OPENING FEES

There are certain days/times of the week the clubhouse is scheduled to be closed. If you have requested a date that falls on one of those days/times, a Club Opening Fee will be added.

MINIMUM OF 40 GUESTS

MEMBERS $1,000 | NON-MEMBERS $2,000

**Membership Sponsorship Policy: When a Member sponsors a Non-Member, their room fee is lowered and all event fees will be applied to the sponsoring Member's account. Set-up and break-down fees will apply to all banquet functions and are based upon layout and attendance. Confetti, confetti balloons, glitter and sequins are prohibited.*

HORS D'OEUVRES

Minimum of 20 Guests

ASSORTED CHEESE & CRACKERS

*ASSORTED QUICHE

BONE-IN BABY BACK RIBS

*CAPRESE SKEWERS

CHARCUTERIE BOARD

CHEESEBURGER SLIDERS

CHICKEN BISCUITS

CHICKEN & PINEAPPLE SKEWERS

CHICKEN & WAFFLES

CHICKEN WINGS
With Ranch, Blue Cheese, Celery, Carrots and Your Choice of Dry Rub or Sauce: BBQ, Hot Buffalo, Spicy Garlic, Sweet Thai or Teriyaki. Additional Sauces Subject to an Upcharge

*CHIPS, SALSA & QUESO
Spinach Artichoke and Beer Cheese Dip Available Pick 2, Add 3rd Option for an Additional Cost

COCONUT SHRIMP

CUCUMBER & DILL FINGER SANDWICHES

*DEVILED EGGS

FINGER SANDWICHES

FRENCH TOAST STICKS

*FRESH FRUIT SPREAD

FRIED BRUSSELS SPROUTS
Drizzled with a Balsamic Reduction

FRIED CHICKEN TENDERS

FRIED GOAT CHEESE BITES

FRIED MUSHROOMS
Served with our Signature Silos Sauce

HAND-MADE MINI CRAB CAKES

HOUSE-MADE HUMMUS
With Assorted Pita Chips, Celery Sticks & Carrots

*LIL' SMOKIES IN BBQ SAUCE

LOADED POTATO SKINS

MARINATED CHICKEN SATAYS

*MEATBALLS
Choice of Marinara, BBQ or Swedish

MELON & BENTON'S PROSCUITTO BITES

MINI CLUB SANDWICHES

MINI ITALIAN CLUBS

MINI MEATBALL SUBS

MINI PINWHEELS
Choice of Turkey & Cheese, Veggie or Chicken Salad

PIGS IN A BLANKET

*PIMENTO CHEESE CROSTINI

PIMENTO CHEESE FINGER SANDWiCHES

PRETZEL BITES & MUSTARD

PULLED PORK BBQ SLIDERS

ROAST BEEF & HORSERADISH

*SHRIMP COCKTAIL

*STUFFED MUSHROOMS

SOUTHWEST CHICKEN EGGROLLS

SPINACH & FETA SPANAKOPIA
Choice of Teriyaki, Garlic & Herb, Savory or BBQ

*TRADITIONAL BRUSCHETTA

*Vegetable CRUDITÉ

VEGETABLE SPRING ROLLS

VEGETABLE QUESADILLAS

*YOGURT PARFRAIT

**GF - Items can be prepared gluten-free*
Pricing does not include sales tax or gratuity; prices are subject to change until signed event order is received. Consuming raw or undercooked meats, poultry, seafood, shellfish or eggs may increase your risk of foodborne illness, especially if you have certain medical conditions. Please make the club aware of any dietary restrictions upon placing your order.





BREAKFAST ENHANCEMENTS

$75 Attendant fee will be applied for each attended station.

Chef Egg & Omelet Bar

Mimosa bar
Champagne with a Selection of Orange, Cranberry or Pineapple Juice

Bloody Mary Bar
House-Crafted Bloody Mary Mix with Horseradish, Worcestershire, Celery, Olives and House Vodka

CHEF-ATTENDED CARVING STATIONS

75 Chef attendant fee. Minimum of 25 Guests.

Prime Rib Carving Station
Served with Horseradish Cream Sauce and Au Jus

Roasted Turkey
Served with Pan Gravy & Cranberry Sauce

Roasted Pork loin
Cajun Crusted or Applewood Smoked

Margherita Pasta
Pasta Topped in a White Wine Garlic Butter Sauce with Fresh Basil and Cherry Tomatoes

Honey-Glazed Ham

House-Made Marinara & Meatballs

Classic Alfredo

Primavera
Roasted Vegetables, Fresh Basil, in a White Wine Garlic Sauce

Pasta Stations
Served with Toasted Garlic Crostini

BUFFET ENHANCEMENTS

Mashed Potato Bar
Bacon Bits, Shredded Cheese, Sour Cream, Butter, Green Onions and Jalapeños

Salad Bar
Mixed Greens, Shredded Cheese, Cucumbers, Tomatoes, Onions, Bacon Bits, Hardboiled Eggs, Croutons & Choice of Two Dressings

Bloody Mary Bar
Bartender-Assisted, Zing-Zang Mix, Tabasco, House Hot Sauce, Horseradish, Worcestershire, Celery Sticks, Olives & House Vodka (Wheatley)

Mimosa Bar
Bartender-Assisted, Alcohol-Free Sparkling Wine or Champagne, Orange, Cranberry & Pineapple Juice

EVENT MENU PACKAGES

BASIC PACKAGE

$40 - $60 per person

Choice of Two to Three Light Appetizers:

Caprese Skewers | Coconut Shrimp | Spanakopita

Choice of One Salad Option:

Artisan Greens | Traditional Caesar | Clam Chowder | Corn Chowder

Choice of One to Two Basic Entrées:

Halibut | Herbed Pork Loin | Airline Chicken Marsala | Chicken Florentine

Choice of Two Side Dishes:

Fondant Potatoes | Haricots Verts | Baby Carrots | Asparagus
Garlic Mashed Potatoes | Vegetable Rice Pilaf

Choice of One Dessert Option:

Mini Cheesecakes | Brownie & Cookie Bar | S'mores Bar | Doughnut Wall

STANDARD PACKAGE

$60 - $90 per person

Choice of Three to Four Light Appetizers:

Caprese Skewers | Coconut Shrimp | Spanakopita | Beef Empanadas | Antipasto Skewers

Choice of Two Salad Options:

Artisan Greens | Traditional Caesar | Baby Spinach Berry Salad | Poached Pear Salad
Arugula Salad | Clam Chowder | Corn Chowder | French Onion Soup

Choice of Two to Three Basic Entrées:

Halibut | Herbed Pork Loin | Airline Chicken Marsala | Chicken Florentine
Pasta Primavera | Crab-Stuffed Flounder

Choice of Three Side Dishes:

Fondant Potatoes | Haricots Verts | Baby Carrots | Asparagus
Garlic Mashed Potatoes | Vegetable Rice Pilaf

Choice of Two Dessert Options:

Mini Cheesecakes | Brownie & Cookie Bar | S'mores Bar | Doughnut Wall
Flourless Chocolate Tort | Vanilla-Raspberry Panna Cotta





PREMUIM PACKAGE

$90 - $150+ per person

Choice of Four to Five Upscale Appetizers:

Caprese Skewers | Coconut Shrimp | Spanakopita | Beef Empanadas | Antipasto Skewers
Sesame-Seared Tuna Tostada with Wasabi Aioli | Prosciutto-Wrapped Scallops | Lobster Bites
Ancho-Roasted Tenderloin Crostini with Chipotle Aioli | Crab Cakes with Rémoulade

Choice of Three Salad Options:

Artisan Greens | Traditional Caesar | Baby Spinach Berry Salad | Poached Pear Salad
Arugula Salad | Peach Burrata | Clam Chowder | Corn Chowder
French Onion Soup | Crab Bisque

Choice of Three to Four Premium Entrées:

Halibut | Herbed Pork Loin | Airline Chicken Marsala | Chicken Florentine | Pasta Primavera
Crab-Stuffed Flounder | Prime Rib | Beef Tenderloin | Surf & Turf with 6oz Filet & Lobster

Choice of Three to Four Side Dishes:

Fondant Potatoes | Haricots Verts | Baby Carrots | Asparagus
Garlic Mashed Potatoes | Vegetable Rice Pilaf

Choice of Three Dessert Options:

Mini Cheesecakes | Brownie & Cookie Bar | S'mores Bar | Doughnut Wall
Flourless Chocolate Torte | Vanilla-Raspberry Panna Cotta
Chocolate Lava Cake | Espresso Cheesecake

Consuming raw or undercooked meat, eggs, poultry or seafood increases your risk of contracting a foodborne illness, especially for individuals with medical conditions or allergies. Please make your coordinator aware of any medical concerns or food allergies.

SPECIAL EVENT POLICIES & PROCEDURES

SERVICE CHARGE & SALES TAX

20% service charge and a 9.5% sales tax are all added to all food and beverage purchases. Spirit/wine purchases will receive an additional 15% state liquor tax.

MENU SELECTIONS & GUARANTEE

Your menu should be submitted to the club at your earliest convenience, but no later than ten (10) days prior to the event. Your final Guest count is required no later than ten (10) days prior to the date of the event. Outside food and beverages are not permitted. The club will give special consideration for special occasion cakes and donations, only with the consent of the Food & Beverage Director. Fees may be applicable. Due to food and safety regulations, any remaining food may not be removed from the premises.

ALCOHOLIC BEVERAGES

The sale and service of all alcoholic beverages is regulated by the State of Tennessee. Tennessee National Golf Club is responsible for the legal and safe dispensing of alcohol; therefore, no alcoholic beverage may be brought onto the club property. Tennessee National Golf Club will not serve alcohol to anyone under the age of 21 and reserves the right to refuse service to anyone.

CONTRACTS & BILLING

An itemized invoice will be sent, outlining the details of your event after all selections are made and the Event's Coordinator has your final headcount. A security deposit is required upon the initial meeting with the Event's Coordinator. The remaining balance due will be collected any time before or on the day of the event. Form of payment includes credit cards, cash checks or Member account charge. Please note a 3% service charge will be applied to credit card payments.

PERSONAL PROPERTY

The client acknowledges full indemnification for usage of the club. The client releases the club from any liability for the loss of any articles left on the premises at any time.

SMOKING POLICY

Smoking is not permitted in the clubhouse. Smoking is permitted in designated outside areas.

CANCELLATION POLICY

Event deposits are non-refundable. The club reserves the right to refuse any event which we feel is inappropriate or unbefitting to the club. For food and beverage events combined with outdoor recreation, the food and beverage ordered will be prepared, served and billed regardless of weather.

WEDDINGS & SOCIAL EVENTS

Regularly scheduled weddings, receptions and social events will not exceed six (6) hours; the time to conduct the wedding ceremony will be added at no additional fee. Requests to extend the finish time of your function must be done through the Event's Coordinator. Extensions beyond six (6) hours will be subject to and additional per-hour charge. Locker Rooms are for Member use only!

LINEN OPTIONS

Tennessee National will not provide linens or silverware napkins. Specialty linens, additional colors, chair covers, sashes and chargers may be order through Tennessee National for an additional fee.

TAX-EXEMPT ORGANIZATIONS

Organizations entitled to Sales Tax Exemption must provide Tennessee National Golf Club a current Tennessee State Sales Tax Exempt Certificate. Failure to do so will require charging taxes on all applicable charges.

ROOM FEE

Varies based upon time and date selection. Much of the success of your event depends on the atmosphere of your surroundings. We will work with you to achieve the overall appearance you desire. The attendance you anticipate and the set up you require are the primary factors in your room assignment. Revisions in these requirements may necessitate change to a more suitable room. Revisions in factors such as the number of Guests in attendance, times, dates and setup, may require a revision or application of additional fees. Tennessee National Golf Club reserves the right to modify room assignments based on changes in the final guaranteed number of people at our discretion.





TENNESSEE
NATIONAL

8301 TENNESSEE NATIONAL DR | LOUDON, TN 37774 | WWW.TENNESSEENATIONAL.COM

CLIENT SURVEY

Laurel Oak Country Club Members Satisfaction Survey

Please take this short survey regarding your satisfaction and experiences at the Club.

Please indicate your Member type.

- ○ Golf
- ○ Social
- ○ Tennis

Have you dined at the Club in the past 90 days?

- ○ Yes
- ○ No

How would you rate your satisfaction with the Members' Lounge food and beverage service in the following areas?

	Very Satisfied	Satisfied	Neutral	Dissatisfied
Knowledge of Team Members	○	○	○	○
Team Members' Willingness to Assist	○	○	○	○
Quality of Service	○	○	○	○
Timeliness of Food	○	○	○	○
Quality of Food	○	○	○	○
Consistency of Food	○	○	○	○
Menu Selection	○	○	○	○
Ease of Making Reservations	○	○	○	○
Pricing of Food	○	○	○	○
Pricing of Drinks	○	○	○	○
Hours of Operation	○	○	○	○

How would you rate your satisfaction with the The Garden Room food and beverage service in the following areas?

	Very Satisfied	Satisfied	Neutral	Dissatisfied
Knowledge of Team Members	○	○	○	○
Team Members' Willingness to Assist	○	○	○	○
Quality of Service	○	○	○	○
Timeliness of Food	○	○	○	○
Quality of Food	○	○	○	○
Consistency of Food	○	○	○	○
Menu Selection	○	○	○	○
Ease of Making Reservations	○	○	○	○
Pricing of Food	○	○	○	○
Pricing of Drinks	○	○	○	○
Hours of Operation	○	○	○	○

In an average month, how many times do you dine at the Club for the following:

Lunch	
Dinner	
Brunch	
Special Themed Events	
Total	

How would you rate your overall experience at the Club's restaurant compared to other Country Club restaurants that you have visited?

- ○ Excellent
- ○ Very Good
- ○ Good
- ○ Fair
- ○ Poor

If you view the Club as fair or poor compared to other Country Club restaurants please tell us why.

What is/are the reason(s) that you do not frequent the Club for dining more often?

- ☐ I prefer to cook at home.
- ☐ I don't prefer the Club's atmosphere.
- ☐ I feel the service could be better.
- ☐ The lunch menu that is offered is not to my liking.
- ☐ The dinner menu that is offered is not to my liking.
- ☐ It is too expensive.
- ☐ I don't have the time.
- ☐ Other

Which of the following dining options do you prefer? (Please select your top two choices)

- ☐ Lunch
- ☐ Casual Dining
- ☐ Dinner Nights
- ☐ Family Buffet
- ☐ Themed Dining Events
- ☐ Brunch

Please give us any feedback you may have regarding the question above.

Below please find a list of special events held this year. Please check the boxes next to all events you (or your children) either attended or were interested in attending, even if you couldn't make it.

- [ ] Seafood Extravaganza
- [ ] Valentine's Day Dinner Dance
- [ ] St.Patrick's Day Party
- [ ] Easter Brunch Buffet
- [ ] Mother's Day Brunch
- [ ] Memorial Day BBQ
- [ ] Father's Day Breakfast Buffet
- [ ] 4th of July Celebration
- [ ] Annual 7&7 Club Crawl
- [ ] New Member Cocktail Parties
- [ ] Wine Dinners
- [ ] Breakfast with Santa
- [ ] Holly Ball
- [ ] Holiday Candlelight Dinner
- [ ] Dinner & Trivia

Overall, how would you rate the Club's special event programming?

- ( ) Excellent
- ( ) Very Good
- ( ) Good
- ( ) Fair
- ( ) Poor

Do you have any feedback or suggestions regarding event programming at the Club?

Do you have any other comments or suggestions with regard to the Club's food and beverage services? Please include any ideas you have for future events.

Are you a golfer?

- ( ) Yes
- ( ) No

Please rate the Golf Shop on the following:

	Excellent	Good	Fair	Poor
Friendliness of Team Members	○	○	○	○
Knowledge of Team Members	○	○	○	○
Team Members' Willingness to Assist	○	○	○	○
Men's Merchandise Selection	○	○	○	○
Ladies' Merchandise Selection	○	○	○	○
Competitive Prices	○	○	○	○
Visual Appeal/Organization of Golf Shop	○	○	○	○
Merchandise Size Ranges	○	○	○	○

Please rate our golf events the following:

	Excellent	Good	Fair	Poor
Frequency of Golf Events	○	○	○	○
Tournaments & Events Overall	○	○	○	○
Major Events Overall (Member-Member, Member-Guest, Club Championship)	○	○	○	○

Please rate the Club's outside Team Members on the following:

	Excellent	Very Good	Good	Fair	Poor
Friendliness of Outside Team Members	○	○	○	○	○
Knowledge of Outside Team Members	○	○	○	○	○
Team Members' Willingness to Assist	○	○	○	○	○
Bag Drop Service	○	○	○	○	○
Cleanliness of Carts	○	○	○	○	○
Practice Facility Conditions	○	○	○	○	○
Ease of Making a Tee Time	○	○	○	○	○

Please rank course conditions:

	Excellent	Good	Fair	Poor
Condition of Tees	○	○	○	○
Condition of Fairways	○	○	○	○
Condition of Greens	○	○	○	○
Speed of the Greens	○	○	○	○
Condition of Roughs	○	○	○	○
Condition of Bunkers	○	○	○	○
Overall Course Condition	○	○	○	○
Golf Course Landscape Condition	○	○	○	○
On-Course Restrooms	○	○	○	○
On-Course Water Stations	○	○	○	○
On-Course Signage	○	○	○	○
Course Amenities (Ball Washers & Par-3 Sand Buckets)	○	○	○	○

Are you satisfied with the current schedule for organized men's and ladies' Member golf events?

Yes	No	Comments
○	○	

Other/Additional Comments

Do you play tennis?

- Yes
- No

How do you rate the following aspects of the Tennis facilities? (where 1 is considered POOR and 5 is EXCELLENT)

	1	2	3	4	5
Quality of the Tennis Courts					
Floodlights					
Court Availability					
Tennis Pro Shop					

Does the tennis program do a satisfactory job in putting together games/matches for you to participate in?

Yes	No	Comments

Are you satisfied overall with the quality of the different tennis activities and programs that you have taken part in?

Yes	No	Comments

Other/Additional Comments

How would you rate your satisfaction with the Club's on-site Team in the following areas?

	Very Satisfied	Satisfied	Neutral	Dissatisfied	
Friendliness of Team Members					
Knowledge of Team Members					
Team Members' Willingness to Assist					

Do you favor having the Club retain the leftover assessment money to use for Club improvements?

- ○ Yes
- ○ No

Would you favor using the left over assessment money for:

- ○ Pickleball Courts
- ○ Outdoor Dining
- ○ Locker Room Renovations
- ○ Other _____

In general, which improvements would you favor and want the board to create plans for implementation? (Check all that apply)

- ☐ Pickleball Courts
- ☐ Outdoor Dining
- ☐ Men's & Ladies' Locker Room Improvements
- ☐ Improvements to the Pool area including better food facilities
- ☐ Renovate Bunkers
- ☐ Create a better Practice Facility
- ☐ Improvements to the Golf Shop and entry area to the Locker Rooms
- ☐ Create Wellness Programs such as exercise classes, fitness trail, etc.
- ☐ Other _____

Based on trends in Private Clubs, the results of the 2014 Membership Survey and other forms of Member feedback, the following is a list of potential improvement to possibly include in the Club's long-range facilities plan.

Please rate each of these for their importance to you and in creating the Club of the future:

	Very Important	Important	Neutral	Unimportant	Very Unimportant
Provide a larger Bar & Lounge for casual dining	○	○	○	○	○
Provide a larger space for outdoor dining	○	○	○	○	○
Refurbish the Locker Rooms in the Clubhouse	○	○	○	○	○
Add a Fitness Center for fitness equipment and exercise classes	○	○	○	○	○
Add Pickleball courts	○	○	○	○	○
Improve the Driving Range to include expended teeing ground, larger target greens and an improved look and feel	○	○	○	○	○
Improve the bunkers	○	○	○	○	○
Upgrade the pool complex to include resort-style improvements like a larger desk, improved Snack Bar and Bar area	○	○	○	○	○

Would you recommend a friend to become a Member at Laurel Oak Country Club?

- ○ Yes
- ○ No

Why wouldn't you recommend Laurel Oak Country Club to a friend?

Do you have any other comments or suggestions with regard to golf at the Club? Please include any ideas you have for future events.

If you have any other feedback regarding the Club that wasn't covered in this survey, please provide it here.

LEASE AGREEMENT DRAFT TERMS AND CONDITIONS

Attachment "C"
Lease Agreement Draft Terms and Conditions

The following illustrates the substantive terms and conditions regarding a potential lease of the Club pursuant to this RFP, all of which may be revised, changed, and otherwise modified hereafter by the City, in the City's sole discretion. All Proposers hereby acknowledge these terms and conditions as a base for continued negotiations and only a written lease agreement, executed with proper approval by the City, and delivered to the applicable tenant will bind the parties. **Please see response in red below.**

Initial Term:	10 years. **Agreed.**
Renewal Term:	Four 5-year renewal options. **Four 10-year renewal options.**
Commencement Date:	January 1, 2026 **Agreed.**
Minimum Annual Guaranteed Rent:	Proposer shall propose a minimum annual guaranteed rent amount that will be due annually and payable monthly to the City by the applicable tenant. **$240,000 annually; $20,000 monthly.**
Percentage Rent:	Proposer shall propose a percentage rent structure based on monthly gross revenues of the Club to be paid to the City by the applicable tenant. **5% of gross revenue minus minimum annual guaranteed.**
Expenses:	The Lease shall be a "triple net" lease, with the Rent to be paid being absolutely net to the City and with the applicable tenant paying all costs, expenses and obligations of every kind or nature whatsoever (whether capital or non-capital) relating to the Club, including all taxes related thereto, which may arise or accrue during the Term, except as expressly stated herein. **Agreed.**
Security Deposit:	An amount equal to 3 months of the Minimum Annual Guarantee Rent. **Agreed.**

Delivery Condition:	AS-IS, WHERE-IS BASIS. **Agreed.**
Capital Improvement Plan:	Proposer shall submit a plan describing all capital improvements to be completed by Proposer. **Please see the Financial Proposal/Considerations Section.**

Initial Capital Investment:	Proposer shall specify whether Proposer is willing to make an initial capital investment into the Club, including the amount and related payment schedule of said amount. **It is our intent to deploy the full $16M in capital in the first 12-18 months, pending engineering, architectural designs, and permitting.**
Annual Capital Investment:	Proposer shall specify a minimum amount to be invested by Proposer, on an annual basis, for the completion of certain capital improvements and other qualified items, which shall be in addition to the Initial Capital Investment stated above and other capital improvement requirements of the Lease. **The minimum requirement is $50,000 annually. If tenant exceeds the $50,000 minimum, additional proceeds will credit toward future years.**
Guarantor:	The City may require a personal and/or corporate guaranty from the applicable tenant. **FLGC Golf Holdings, LLC will purchase a surety bond to guarantee.**
Letter of Credit:	The City may require an irrevocable letter of credit or other security in the amount of the Initial Capital Investment or other amount as security for the completion of the initial capital improvements pursuant to the Capital Improvement Plan, which such letter or other security shall be returned and/or released to the applicable tenant within thirty (30) days after the completion of the capital improvements. **Agreed.**

Asset Manager:	To ensure the responsible operation of the Golf Course and protection of the City's interests, the City reserves the right, upon written notice to Lessee, to designate a City representative or qualified third-party consultant (the "Asset Manager") to monitor, oversee, and evaluate Lessee's performance under the Lease. The Asset Manager shall have access to financial records, the premises, personnel, and all required reports, subject to reasonable notice and applicable confidentiality protections. If the City elects to implement an Asset Manager, Lessee shall pay to the City, or to the Asset Manager as directed by the City, a fee equal to two percent (2%) of gross revenue of the Club, calculated and paid on a monthly basis, concurrent with any other reports or payments due under the Lease. This fee shall be deemed an operating expense of the Club and shall not be deducted from gross revenue for purposes of determining any other amounts due to the City. **Agreed.**
Residents:	Proposer shall design and implement a "resident" golf program, which provides residents of the City discounted golf and other benefits at the Club. **Residents of Ocoee will receive a 10% discount on golf and range.**

REQUIRED RFP RESPONSE DOCUMENTS

Attachment "I"
Proposer's Questionnaire

The Proposer recognizes that in selecting a company/agent, the City of Ocoee shall rely, in part, on the answers provided in response to this questionnaire. Accordingly, Proposer warrants to the best of its knowledge that all responses are true, correct, and complete. The City of Ocoee reserves the right to contact each and every reference listed below and shall be free from any liability to Proposer for conducting such inquiry.

Company Profile

1. Number of Years in Business: 26

2. Number of Employees: 3,000 (company wide)
   Number of Employees: 42 (servicing location)

3. Annual Sales Volume: _____ (company wide)
   Number of Employees: _____ (servicing location)

4. State that you shall provide a copy of your company's audited financial statements for the past two (2) years. FLORIDA

5. Is your company currently for sale or involved in any transaction to expend or to become acquired by another business entity? If yes, please explain the impact both in organizational and directional terms. NO

6. Provide any details of all past or pending litigation or claims filed against your company that would negatively impact your company's performance under an agreement with the City of Ocoee. NONE

7. Is your company currently in default on any loan agreement or financing agreement with any bank, financial institution, or other entity? If yes, specify date(s), details, circumstances, and prospects for resolution. NO

Attachment "J"
City of Ocoee Execution of Offer Form

Request for Proposal

THIS FORM IS TO BE COMPLETED, SIGNED AND RETURNED WITH YOUR PROPOSAL.

PROPOSER AGREES TO PERFORM ALL WORK AS SET FORTH IN THIS REQUEST FOR PROPOSAL, AND IN ACCORDANCE WITH THE TERMS AND CONDITIONS AT THE PRICES SUBMITTED.

If requested, the Proposer shall furnish bonding with the following company as surety:

Name of Surety Company: Zurich

Address: 1299 Zurich Way
Schaumburg, IL 60196

Phone Number: 800-382-2150

Insurance Agent: DAVID COSPER - W3 Insurance

Address: 300 First Avenue S. 5th Floor
St. Petersburg, FL. 33701

Phone Number: 727-522-7777

Contact Person: DAVID COSPER

THE PROPOSER IS HEREBY NOTIFIED THAT THIS DOCUMENT SHALL BE SIGNED IN INK IN ORDER FOR THE PROPOSAL TO BE ACCEPTED. BY SIGNING, THE PROPOSER CERTIFIES THAT HE/SHE SHALL COMPLY IN EVERY ASPECT WITH THE REQUEST FOR PROPOSAL, ADDENDUMS, PROPOSAL, ANY AND ALL EMAILS/LETTERS OF CLARIFICATION, BAFO, AND CONTRACT.

The proposal, if submitted by an individual, shall be signed by an individual; if submitted by a partnership, shall be signed by such member or members of the partnership as have authority to bind the partnership; if submitted by a corporation the same shall be signed by the President and attested by the Secretary or an Assistant Secretary. If not signed by the President as aforesaid, there must be attached a copy of that portion of the bylaws, or a copy of a Board resolution, duly certified by the Secretary, showing the authority of the person so signing on behalf of the corporation. In lieu thereof, the corporation may file such evidence with the administration, duly certified by the Secretary, together with a list of the names of those officers having authority to execute documents on behalf of the corporation, duly certified by the Secretary, which listing shall remain in full force and effect until such time as the administration is advised in writing to the contrary. In any case where a proposal is signed by an attorney in fact, the same must be accompanied by a copy of the appointing document, duly certified.

If an Individual:

NAME: _____

_____
Street and/or P.O. Box

_____ _____ _____ _____
City State Zip Code Fed ID or SSN

_____ _____
Signature Date

_____
Print Signature

WITNESS: _____
Signature

_____
Print Signature

If a Partnership:

NAME OF PARTNERSHIP: _____

_____
Street and/or P.O. Box

_____ _____ _____ _____
City State Zip Code Fed ID or SSN

BY: _____ _____
Signature Date

_____
Print Signature

TITLE: _____ WITNESS: _____
Signature

_____
Print Signature

If a Corporation:

NAME OF CORPORATION: HAMPTON GOLF, INC

7845 BAYMEADOWS WAY
Street and/or P.O. Box

JACKSONVILLE FL 32256 59-3562871
City State Zip Code Fed ID or SSN

STATE OF INCORPORATION: FLORIDA

BY: _____ 8.4.25
Signature Date

TRAVIS A NORMAN
Print Signature

TITLE: C.O.O. PARTNER WITNESS: Amanda Rowley
Secretary's Signature

Amanda Rowley
Print Signature

Remittance Address (if different than above):

_____
Street and/or P.O. Box

_____
City State Zip Code

NOTE: Firms must use their **full legal** name. Generally, a corporation's name must end with a suffix indicating the corporate status of that business (i.e., Inc., Co., Corp., etc.). Individuals or corporations may indicate trade names with the individual or corporate name followed by "t/a" (trading as) or "d/b/a" (doing business as), respectively. Failure to use your **full legal** name may be cause for rejection of the proposal.

Contact for Administration

NAME: _____

TELEPHONE: _____

EMAIL: _____

Payment Remittance Address

_____
Street and/or P.O. Box

_____
City State Zip Code

(Remainder of page left blank intentionally.)

Attachment "K"
Acknowledgement of Addenda

1. **ACKNOWLEDGMENT OF ADDENDA:**
   Respondent acknowledges receipt of the following addenda:

No._____	Dated _____
No._____	Dated _____
No._____	Dated _____
No._____	Dated _____

(Remainder of page left blank intentionally.)



Attachment "L"

RFP #25-006 Conflict of Interest Disclosure Form

The award of this contract is subject to the provisions of Chapter 112, Florida Statutes, and all applicable federal, state, and local laws. All Bidders must disclose within their bid: the name of any City of Ocoee employee, Mayor or City Commissioner, other City Official, or City Consultants, who owns assets or capital stock, directly or indirectly, in the Bidder's firm or any of its branches, or would directly or indirectly benefit by the profits or emoluments of this Bid. (Indirect ownership or benefit applies to any members of his or her immediate family.) Bidder certifies that no member of the entity's ownership or management is presently applying for an employee position or actively seeking an elected position with the City. In the event that a conflict of interest is identified in the provision of services, Bidder agrees to immediately notify the City in writing.

The purpose of this disclosure form is to give the City the information needed to identify potential conflicts of interest for the City Commission, Staff, and other key City employees and consultants involved in the award and administration of this contract.

According to Chapter 112, Florida Statutes, the term "conflict of interest" "means a situation in which regard for a private interest tends to lead to disregard of a public duty or interest", and refers to situations in which financial or other personal considerations may adversely affect, or have the appearance of adversely affecting, an employee's professional judgment in exercising any City duty or responsibility in administration, management, instruction, research, or other professional activities.

Please check one of the following statements and attach additional documentation if necessary:

_✓_ To the best of our knowledge, the undersigned firm has no potential conflict of interest for this RFP.

____ The undersigned firm, by attachment to this form, submits information which may be a potential conflict of interest for this RFP.

Acknowledged by:

HAMPTON GOLF, INC
Firm Name

Signature

TRAVIS A. NORMAN
Name and Title (Print or Type)

8.4.2025
Date

Attachment "M"
Non-Collusion Affidavit

TRAVIS NORMAN, being first duly sworn deposes and says:

1. He/She is the _____
(Owner, Partner, Office, Representative or Agent)
of HAMPTON GOLF, the Bidder that has submitted the attached Bid;

2. He/She is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

3. Such Bid is genuine and is not a collusive or sham Bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affidavit, have in any way, colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted; or to refrains from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any Bidder, firm, or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit, or cost elements of the Bid price or the Bid price in any other Bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Contract;

5. The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Bidder or any other of its agents, representatives, owners, employees or parties in interest, including this affidavit.

By: TRAVIS NORMAN
Title: COO

STATE OF Florida
COUNTY OF Duval

Sworn to and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 4 day of August, 2026, by Travis Norman who ☒ is personally known to me or ☐ has presented _____ as identification.

Amanda Rowley
Notary Public
My Commission Expires: 4/17/2028

Notary Public State of Florida
Amanda Rose Rowley
My Commission HH 517312
Expires 4/17/2028

Attachment "N" Drug-Free Workplace Certification

The undersigned Bidder, in accordance with Florida Statute 287.087, hereby certifies that it has a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

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, and 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 pleas 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 is 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.

Bidder: TRAVIS NORMAN, HAMPTON GOLF

Signature: _____

By: TRAVIS NORMAN
(Print or Type Name)

Title: E.O.O.

Date: 8.4.25

Attachment "O"
Sworn Statement under Section 287.133(3)(A), Florida Statutes, on Public Entity Crimes

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to City of Ocoee, Florida by HAMPTON GOLF by TRAVIS NORMAN, COO.
(Print individual's Name & Title)

whose business address is 7845 BAYMEADOWS WAY JACKSONVILLE FL. 32256

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material representation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

   a. A predecessor or successor of a person convicted of a public entity crime: or

   b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a *prima facie* case

that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement I have marked below is true in relation to the entity submitting this sworn statement. (please indicate which statement applies).

✓ Neither the entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of this entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of this entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding concerning the conviction before a Hearing Officer of the State of Florida, Division of Administrative Hearings. The final order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Please attach a copy of the final order.)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH 12,31-2025. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

(Signature)

Date: 8.4.2025

HAMPTON GOLF, TRAVIS NORMAN
Name of Bidder (Contractor)

STATE OF Florida

COUNTY OF Duval

Sworn to (or affirmed) and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 4 day of August, 2025, by Travis Norman in the state of Florida County of Duval.

Notary Public Amanda Rowley

My Commission Expires: 4/17/2028

Notary Public State of Florida
Amanda Rose Rowley
My Commission HH 517312
Expires 4/17/2028

Attachment "P"
Certification of Non-Segregated Facilities

Bidder certifies that he/she does not maintain or provide for its employees any segregated facilities at any of its establishments, and that employees are not permitted to perform their services at any location, under this control, where segregated facilities are maintained. Bidder certifies further that it will not maintain or provide for employees any segregated facilities at any of its establishments, and that Bidder will not permit its employees to perform their services at any location under Bidder's control where segregated facilities are maintained. Bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this Bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage and dressing areas, parking lots, drinking fountains, recreation or entertainment area, transportation, and housing facilities provided for employees on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. Bidder agrees that (except where Bidder has obtained identical certification from proposed subcontractors for specific time periods) Bidder will obtain identical certifications from proposed subcontractors, if any, prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that Bidder will retain such certifications in its files.

The nondiscriminatory guidelines as promulgated in Section 202, Executive Order 11246, and as amended by Executive Order 11375 and as amended, relative to Equal Opportunity for all persons and implementations of rules and regulations prescribed by the United States Secretary of Labor are incorporated herein.

The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

Date 8.4, 2025.

By: _____

TRAVIS NORMAN, COO
(Title)

Official Address (including Zip Code):

7845 BAYMEADOWS WAY
Jacksonville FL. 32256

Attachment "Q"
Certification Regarding Scrutinized Companies' Lists

Bidder certifies that the company is not participating in a boycott of Israel. Bidder certifies that Bidder is not on the Scrutinized Companies that Boycott Israel List, not on the Scrutinized Companies with Activities in Sudan List, not on the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List, and is not engaged in business operations in Cuba or Syria, as those terms are used and defined in sections 287.135 and 215.473 of the Florida Statutes. In the event that Bidder is unable to provide such certification but still seeks to be considered for award of this solicitation, Bidder shall, on a separate piece of paper, clearly state that it is on one or both of the Scrutinized Companies lists and shall furnish together with its proposal a duly executed written explanation of the facts supporting any exception to the requirement for certification that it claims under Section 287.135 of the Florida Statutes. Bidder agrees to cooperate fully with the City in any investigation undertaken by the City to determine whether the claimed exception would be applicable. City shall have the right to terminate any contract resulting from this solicitation for default if Bidder is found to have submitted a false certification, or to have been placed on the Scrutinized Companies that Boycott Israel List, or to have been placed on the Scrutinized Companies for Activities in Sudan List, or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria.

Bidder: HAMPTON GOLF - FLGC GOLF HOLDINGS, LLC

By: _____
(Authorized Signature)

Printed Name and Title: TRAVIS NORMAN, COO

Date: 8.4.2025

Attachment "R"
Human Trafficking Affidavit

The undersigned, on behalf of Contractor, hereby attests as follows:

1. Contractor understands and affirms that Section 787.06(13), Florida Statutes, prohibits the City of Ocoee from executing, renewing, or extending a contract to entities that use coercion for labor or services.
2. Contractor hereby attests, under penalty of perjury, that Contractor does not use coercion for labor or services as defined in Section 787.06(2), Florida Statutes.

I, the undersigned, am an officer or representative of the non-governmental entity named below, and hereby represent that I: make the above attestation based upon personal knowledge; am over the age of 18 years and otherwise competent to make the above attestation; and am authorized to legally bind, and make the above attestation on behalf of, the Contractor. Under penalties of perjury, I declare that I have read the forgoing document and that the facts stated in it are true.

By: _____
Print Name: TRAVIS NORMAN
Print Title: COO
Company Name: HAMPTON GOLF

STATE OF Florida
COUNTY OF Duval

The foregoing instrument was sworn to and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 4 day of August, 2025, by Travis Norman, as COO of Hampton Golf, who is ☒ personally known to me or ☐ produced _____ as identification.

Amanda Rowley
Notary Public Signature
Print Notary Name: Amanda Rowley
My Commission Expires: 4/17/2028

(Seal)

Notary Public State of Florida
Amanda Rose Rowley
My Commission HH 517312
Expires 4/17/2028

Attachment "S" Company Not an Entity of Foreign Country of Concern

In accordance with Florida Statute 287.138 and for purposes of this affidavit, "foreign country of concern" means the People's Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People's Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolas Maduro, or the Syrian Arab Republic, including any agency of or any other entity of significant control of such foreign country of concern.

The undersigned, on behalf of the entity listed below hereby attests under penalty of perjury as follows:

1. I am an officer or representative of HAMPTON GOLF, INC (hereinafter "Entity"), and I am authorized to provide this affidavit on its behalf.
2. Entity is not owned by the government of a foreign country of concern.
3. No government of a foreign country of concern has a controlling interest in Entity.
4. Entity is not organized under the laws of or has its principal place of business in a foreign country of concern.
5. If, at any time in the future, Entity does become owned by a foreign country of concern, if a foreign country of concern acquires a controlling interest in Entity, or Entity becomes organized under the laws of or relocated to a foreign country of concern, Entity will immediately notify the City of Ocoee and no contracts may be executed, renewed, or extended between the parties.
6. I have read the foregoing affidavit and confirm that the facts stated in it are true, and are made for the benefit of, and reliance by the City of Ocoee.

Authorized Signature: _____

Printed Name: TRAVIS NORMAN

Title: COO.

STATE OF Florida

COUNTY OF Duval

The foregoing instrument was acknowledged ☒ by physical means / ☐ by electronic means before me this 4 day of August 2025, by Travis Norman, who ☒ is personally known to me / ☐ presented _____ as identification and who ☒ did / ☐ did not take an oath.

Notary Public, Commission Seal: Amanda Rowley

Print Name: Amanda Rowley

Notary Public State of Florida
Amanda Rose Rowley
My Commission HH 517312
Expires 4/17/2028

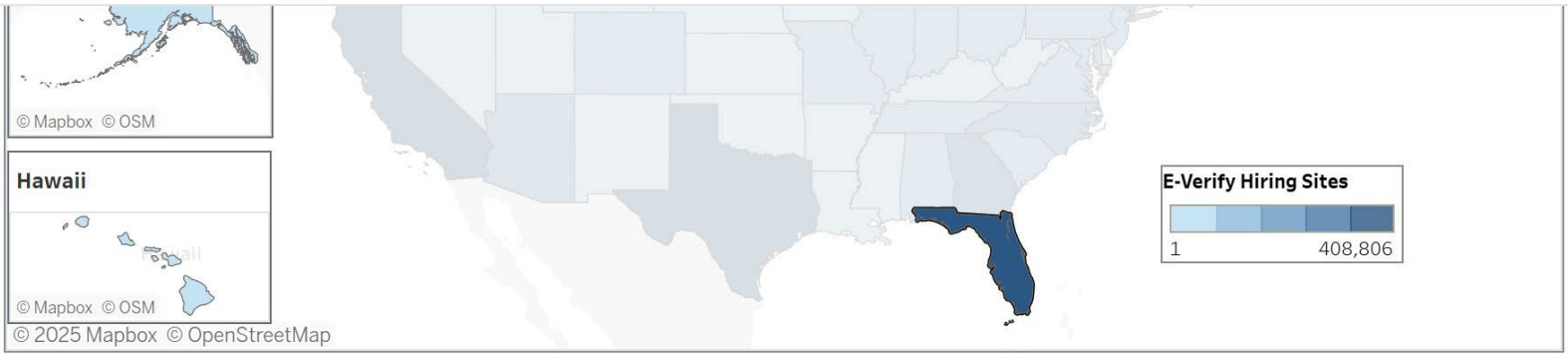
Attachment "K"
Acknowledgement of Addenda

1. ACKNOWLEDGMENT OF ADDENDA:

Respondent acknowledges receipt of the following addenda:

No. 1	Dated 6/5
No. 2	Dated 6/20
No. 3	Dated 6/27
No. 4	Dated 7/11

(Remainder of page left blank intentionally.)



Map based on search tool's full data set. Data refreshes every day at midnight. Color shows Total Hiring Sites by State. Map will act as a filter to the table.

Search Filters

[Table Only filter - Table data shows records by **Last Updated Date** in descending order and default filtered to show employers enrolled **this year**]

Business Name [Input Employer's legal name or DBA name]
Hampton Golf

Industry Type
(All)

Account Status
☑ Open
☑ Terminated

Opted into E-Verify+
☑ No
☑ Yes

State/Territory
(All)

Date Enrolled [Select last 30 years for all data]
This year

Total Records Filtered: 1

E-Verify Participating Employer List

Last Updated Date	Employer	Doing Business As	Account Status	Opted into E-Verify+	Date Enrolled	Date Terminated	Workforce Size	Hiring Site Locations	
2/21/2025	Hampton Golf Inc.		Open	No	2/21/2025		1,000 to ..	FL,MN,N..	28

Attachment "T"
Contractor E-Verify Affidavit

I hereby certify that FLGC/HAMPTON GOLF [insert contractor company name] does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

A true and correct copy of FLGC/HAMPTON GOLF [insert contractor company name] **proof of registration in the E-Verify system is attached to this Affidavit.**

Print Name: TRAVIS NORMAN

Date: 8.4.2025

STATE OF Florida

COUNTY OF Duval

The foregoing instrument was acknowledged before me by means of ☒physical presence or ☐online notarization, this 8/4/25 (date) by Travis Norman (name of officer or agent, title of officer or agent) of FLGC/Hampton Golf (name of contractor company acknowledging), a FL (state or place of incorporation) corporation, on behalf of the corporation. ✓He/she is personally known to me or has produced _____ (type of identification) as identification.

[Notary Seal]

Notary Public State of Florida
Amanda Rose Rowley
My Commission HH 517312
Expires 4/17/2028

Amanda Rowley
Notary Public

Amanda Rowley
Name typed, printed or stamped

My Commission Expires: 4/17/2028

REQUEST FOR PROPOSALS #25-006

LEASE AND OPERATION

Ocoee National Golf Club

Ocoee, FL

August 5, 2025



OCOEE
GOLF HOLDINGS

Ocoee Golf Holdings, LLC | 725 W. 50TH Street, Miami Beach, FL 33140

PRESENTED BY

Adam Laufer | Managing Partner
alaufer@gmail.com | 305.206.5787

Bob Greenberg | Managing Partner
rrg877@icloud.com

Donald Lipari | Managing Partner
donlip5@outlook.com

ocoee
florida

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OCOEE
GOLF HOLDINGS

August 5, 2025

City of Ocoee
1 North Bluford Street
Ocoee, FL 34761
407.905.3100

RE: Request for Proposals #25-006 For The Lease and Operation of Forest Lake Golf Club

Dear Members of the Evaluation Committee,

We are excited to present our proposal for the long-term lease and revitalization of Forest Lake Golf Course, with a transformative vision to redevelop the property into **Ocoee National Golf Club** *(herein after referred to in the response as "Ocoee National")* — a premier, community-rooted golf destination that will serve as a beacon for learning, development, recreation, and tourism.

Our vision for Ocoee National is to create a **modern golf and performance facility** that emphasizes inclusion, instruction, and excellence. The reimagined course will cater to men, women, and juniors, serving as a year-round learning center led by **PGA and LPGA professionals**, with specialty instruction powered by the **Kyle Berkshire Academy**. Through our relationship with the former commissioner of the LPGA, we will spotlight women's golf and provide equitable access and visibility to all.

The course will not only become a regional center for player development, but will also host **celebrity-driven charity tournaments**, attract tourism, and generate ongoing economic impact. Most importantly, this project is designed to shine a spotlight on the Ocoee community, reflect its values, and deliver a superior golf experience for local residents—all under a refreshed and elevated brand that will proudly bear the name **Ocoee National Golf Club**.

Our team brings together the best of all worlds. At the operational core of our plan is a partnership with Troon to oversee the planned renovations and manage Ocoee National. Troon is the undisputed leader in Golf, managing 940+ facilities globally, including **150+ municipally owned**. Complementing Troon's expertise, our leadership group includes seasoned entrepreneurs, real estate developers, nonprofit executives, community leaders, and golf industry influencers. Collectively, we offer unmatched experience in developing and hosting large-scale platforms and events, from national youth sports tournaments to celebrity-driven fundraisers. Our deep relationships within the golf and entertainment industries—combined with a strong commitment to community and civic engagement—make this team uniquely qualified to deliver not just a revitalized course, but a vibrant, multi-dimensional destination. It is rare to find a team with this breadth of skill sets and proven experience in so many overlapping disciplines—creating a truly once-in-a-generation opportunity for the City of Ocoee.

Our individual team members reflect this diverse and powerful foundation:

Adam Laufer is a seasoned attorney, entrepreneur, and Executive Vice President and General Counsel of American Football—the largest 501(c)(3) operator of youth tackle football in the United States. Adam has developed long-standing and productive working relationships with Visit Orlando, Experience Kissimmee, and Universal Orlando, helping drive major tourism events into the region. Under his leadership, American Football's annual tournaments bring over 16,000 visitors and generate more than 13,000 hotel room nights, primarily in December. Adam's deep understanding of the hospitality and event industries—combined with his love for golf and strong regional partnerships—make him uniquely qualified to help lead this initiative in alignment with local tourism, economic, and community goals.

Robert "Bobby" Greenberg is a nationally respected golf leader who has served as President and Greens Chairman of Glen Oaks Club in New York and Greens Chairman at La Gorce Country Club in Miami Beach—two of the most prestigious clubs in the country. He has competed in senior professional tournaments and played alongside legends such as Tiger Woods and Fred Couples. Bobby co-founded the Michael J. Fox Foundation Golf Tournament and was recently featured in Golf Digest as DJ Khaled's golf mentor. Beyond his operational and playing expertise, Bobby has cultivated a powerful network of business, celebrity, and entertainment relationships, which he has continuously leveraged to support golf, fundraising, and media initiatives. Currently, Bobby is developing a feature film celebrating the founding of the LPGA, and is actively working toward launching a professional golf tournament in partnership with the LPGA, with the goal of ultimately hosting it at Ocoee National Golf Club—bringing national visibility and prestige to the City of Ocoee.

Don Lipari is a respected business professional and a well-known local figure throughout the region. Don has deep and meaningful ties to the broader community through his long-standing support of youth athletics and philanthropic efforts, particularly those focused on youth development and outreach. His commitment to advancing opportunities for young people through sports has earned him a trusted reputation among community leaders, families, and civic organizations. Don's role on our team ensures that the redevelopment of Ocoee National Golf Course remains firmly anchored in community benefit and accessibility, particularly for the next generation.

We are grateful for the opportunity to share our vision and look forward to the chance to collaborate closely with the City of Ocoee in bringing it to life.

Sincerely,



Adam Laufer



Bob Greenberg



Donald Lipari

OCOEE
GOLF HOLDINGS



OPERATIONS / BUSINESS PLAN

ANNUAL OPERATING BUDGET

Ocoee Golf Holdings, in collaboration with Troon, has developed a comprehensive operating budget for the management and lease of Ocoee National Golf Club. This budget has been prepared by combining local market insight with Troon's proven experience operating similar municipal golf facilities in the state of Florida. The following pages contain a detailed breakdown of the proposed operating budget, designed to ensure the long-term financial health, operational efficiency, and overall success of Ocoee National Golf Club.

PROFORMA ASSUMPTIONS

REVENUE & ROUNDS

- Projected rounds for Year 1 are approximately 55,000, with an anticipated temporary decline in Year 2 due to irrigation system improvements.
- Rounds are expected to rebound to ~57,000 in Year 3, followed by annual growth rates of 5%, 5%, and 3% in Years 3 through 5, tapering to approximately 1% growth annually until flat lining at 64,500.
- Green fee rate increases are planned for Year 3 to reflect enhanced course conditions following irrigation upgrades and APR growth stabilizes at 1.5% per annum.
- Significant increases in driving range and food & beverage revenues are anticipated in Years 2 and 3, driven by range facility enhancements.
- Total revenue is projected to grow from $2.7 million in Year 1 to $3.7 million by Year 3, with continued growth at 9%, 5%, and 3% in Years 3 to 5, then stabilizing around 2% annually thereafter.

LABOR MODEL

- The facility will be fully staffed in Year 1 to support preparation for renovation activities.
- Labor efficiencies and cost savings are expected in Year 2 during renovation.
- Labor costs will increase in Year 3, particularly in maintenance and golf operations, to enhance service quality and customer experience.
- Labor expenses are projected to stabilize at approximately 32% of total revenue, consistent with industry benchmarks for comparable golf operations.

EXPENSE MODEL

- Expenses incorporate enhanced operational costs due to improved course conditions and renovation-related expansions.
- A $1.5 million maintenance equipment fleet will be financed over six years at an interest rate of 7.5%, with smaller equipment acquisitions anticipated post-financing.
- Golf cart fleet replacement is planned every five years to maintain quality and reliability.

10-YEAR PROFORMA

10-YEAR PROFORMA
ANNUAL SUMMARY
GOLF EXPENSES
F&B EXPENSES
MAINTENANCE EXPENSES
GENERAL & ADMIN EXPENSES
SALES & MARKETING EXPENSES
CAPITAL IMPROVEMENT PLAN

Forest Lake Golf Club

10521 Clarcona Ocoee Rd, Apopka, FL 32703

20 YEAR OPERATING PROFORMA

ROUNDS		54,750	44,938	57,488	60,362	62,173	62,794	63,422	64,057	64,697	64,697	599,377
YEAR		1	2	3	4	5	6	7	8	9	10	10 YEAR
		2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
REVENUES												
Greens Fees		$ 1,180,762	$ 893,602	$ 1,413,373	$ 1,558,243	$ 1,653,140	$ 1,711,413	$ 1,754,455	$ 1,798,580	$ 1,843,814	$ 1,871,472	$ 15,678,855
Cart Fees		$ 396,375	$ 309,068	$ 525,861	$ 579,762	$ 615,069	$ 636,750	$ 652,764	$ 669,181	$ 686,011	$ 696,302	$ 5,767,144
Driving Range		$ 292,563	$ 425,027	$ 691,179	$ 762,025	$ 808,432	$ 836,929	$ 857,978	$ 879,556	$ 901,677	$ 915,202	$ 7,370,568
Pro Shop Sales		$ 164,250	$ 136,835	$ 177,675	$ 189,357	$ 197,964	$ 202,942	$ 208,046	$ 213,279	$ 218,643	$ 221,922	$ 1,930,913
Food (Food & Soft Drinks)		$ 206,000	$ 247,702	$ 273,620	$ 291,610	$ 304,864	$ 312,531	$ 320,391	$ 328,449	$ 336,709	$ 341,760	$ 2,963,636
Beverages (Alcohol)		$ 262,650	$ 315,820	$ 348,865	$ 371,803	$ 388,701	$ 398,477	$ 408,499	$ 418,772	$ 429,305	$ 435,744	$ 3,778,636
Other Food & Beverage Revenue		$ 20,000	$ 16,662	$ 26,565	$ 28,312	$ 29,598	$ 30,343	$ 31,106	$ 31,888	$ 32,690	$ 33,181	$ 280,345
Other Golf Revenues (club rental, handicap, locker, bag storage)		$ 49,250	$ 49,250	$ 50,481	$ 51,743	$ 52,778	$ 53,834	$ 54,910	$ 56,009	$ 56,849	$ 57,701	$ 532,806
Clinic / School Revenue		$ 70,000	$ 108,500	$ 181,738	$ 186,281	$ 190,007	$ 193,807	$ 197,683	$ 201,636	$ 204,661	$ 207,731	$ 1,742,043
Membership Fees		$ 211,250	$ 211,250	$ 216,531	$ 221,945	$ 226,383	$ 230,911	$ 235,529	$ 240,240	$ 243,843	$ 247,501	$ 2,285,384
Misc. Revenue		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
TOTAL REVENUE		$ 2,853,100	$ 2,713,716	$ 3,905,887	$ 4,241,080	$ 4,466,936	$ 4,607,938	$ 4,721,363	$ 4,837,591	$ 4,954,203	$ 5,028,516	$ 42,330,329
% increase			-5%	44%	9%	5%	3%	2%	2%	2%	1%	
COST OF SALES*												
COGS - Instruction	85%	$ 59,500	$ 92,225	$ 154,477	$ 158,339	$ 161,506	$ 164,736	$ 168,030	$ 171,391	$ 173,962	$ 176,571	$ 1,480,737
COGS - Pro Shop Merch.	68%	$ 111,690	$ 93,048	$ 120,819	$ 128,763	$ 134,615	$ 138,001	$ 141,472	$ 145,030	$ 148,677	$ 150,907	$ 1,313,021
COGS - Food (food and soft drinks)	35%	$ 71,997	$ 71,997	$ 86,572	$ 95,630	$ 101,918	$ 106,550	$ 109,230	$ 111,977	$ 114,793	$ 117,680	$ 988,343
COGS - Beverage (alcohol)	24%	$ 62,315	$ 62,315	$ 74,930	$ 82,770	$ 88,212	$ 92,221	$ 94,541	$ 96,918	$ 99,356	$ 101,855	$ 855,432
TOTAL COST OF SALES		$ 305,502	$ 319,585	$ 436,798	$ 465,502	$ 486,251	$ 501,508	$ 513,272	$ 525,316	$ 536,788	$ 547,013	$ 4,637,533
GROSS INCOME		$ 2,547,598	$ 2,394,131	$ 3,469,089	$ 3,775,578	$ 3,980,686	$ 4,106,430	$ 4,208,091	$ 4,312,276	$ 4,417,415	$ 4,481,503	$ 37,692,796
LABOR*		Increase >>	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	
Golf Operations Labor		$ 278,250	$ 286,598	$ 295,196	$ 304,051	$ 313,173	$ 322,568	$ 332,245	$ 342,213	$ 352,479	$ 363,053	$ 3,189,826
General and Administrative Labor		$ 115,000	$ 118,450	$ 122,004	$ 125,664	$ 129,434	$ 133,317	$ 137,316	$ 141,435	$ 145,679	$ 150,049	$ 1,318,346
Golf Course Maintenance Labor		$ 478,140	$ 492,484	$ 507,258	$ 522,476	$ 538,150	$ 554,295	$ 570,924	$ 588,051	$ 605,693	$ 623,864	$ 5,481,335
Food and Beverage Labor		$ 142,898	$ 147,185	$ 151,601	$ 156,149	$ 160,833	$ 165,658	$ 170,628	$ 175,747	$ 181,019	$ 186,450	$ 1,638,169
Total Direct Labor		$ 1,014,288	$ 1,044,717	$ 1,076,058	$ 1,108,340	$ 1,141,590	$ 1,175,838	$ 1,211,113	$ 1,247,446	$ 1,284,870	$ 1,323,416	$ 11,627,676
Total Payroll Taxes	9.00%	$ 91,286	$ 94,025	$ 96,845	$ 99,751	$ 102,743	$ 105,825	$ 109,000	$ 112,270	$ 115,638	$ 119,107	$ 1,046,491
Total Medical/Health Benefits		$ 73,906	$ 76,123	$ 78,407	$ 80,759	$ 83,182	$ 85,678	$ 88,248	$ 90,895	$ 93,622	$ 96,431	$ 847,252
Insurance - Workers Comp	1.75%	$ 11,316	$ 18,283	$ 18,831	$ 19,396	$ 19,978	$ 20,577	$ 21,194	$ 21,830	$ 22,485	$ 23,160	$ 197,050
TOTAL LABOR		$ 1,190,796	$ 1,233,147	$ 1,270,142	$ 1,308,246	$ 1,347,493	$ 1,387,918	$ 1,429,555	$ 1,472,442	$ 1,516,615	$ 1,562,114	$ 13,718,468
Labor as % of Revenue		42%	45%	33%	31%	30%	30%	30%	30%	31%	31%	32%
Labor Burden %		17%	18%	18%	18%	18%	18%	18%	18%	18%	18%	
OTHER OPERATIONAL EXPENSES*		Increase >>	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	
Golf Operations Expense		$ 41,750	$ 43,003	$ 43,003	$ 44,293	$ 45,621	$ 46,990	$ 48,400	$ 49,852	$ 51,347	$ 52,888	$ 467,145
General & Administrative Expense		$ 327,423	$ 337,245	$ 337,245	$ 347,363	$ 357,783	$ 368,517	$ 379,572	$ 390,960	$ 402,688	$ 414,769	$ 3,663,566
Golf Course Maintenance Expense		$ 317,140	$ 326,654	$ 376,654	$ 387,953	$ 399,592	$ 411,580	$ 423,927	$ 436,645	$ 449,744	$ 463,237	$ 3,993,125
Food and Beverage Expense		$ 41,900	$ 43,157	$ 43,157	$ 44,452	$ 45,785	$ 47,159	$ 48,574	$ 50,031	$ 51,532	$ 53,078	$ 468,824
Sales and Marketing Expense		$ 25,485	$ 26,250	$ 27,037	$ 27,848	$ 28,684	$ 29,544	$ 30,430	$ 31,343	$ 32,284	$ 33,252	$ 292,157
Golf Cart Lease - Tied to Lease Tab		$ 74,100	$ 74,100	$ 74,100	$ 74,100	$ 74,100	$ 88,920	$ 88,920	$ 88,920	$ 88,920	$ 88,920	$ 815,100
Equipment Leases - Tied to Lease Tab		$ 306,882	$ 306,882	$ 306,882	$ 306,882	$ 306,882	$ 306,882	$ 153,441	$ 153,441	$ 153,441	$ 153,441	$ 2,455,057
Start-up Equipment - Tied to Lease Tab		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Insurance - G&L		$ 18,000	$ 18,540	$ 19,096	$ 19,669	$ 20,259	$ 20,867	$ 21,493	$ 22,138	$ 22,802	$ 23,486	$ 206,350
TOTAL OTHER OPERATIONAL EXPENSES		$ 1,152,679	$ 1,175,830	$ 1,227,174	$ 1,252,560	$ 1,278,707	$ 1,320,459	$ 1,194,757	$ 1,223,329	$ 1,252,758	$ 1,283,070	$ 12,361,323
TOTAL EXPENSES		$ 2,343,475	$ 2,408,977	$ 2,497,315	$ 2,560,805	$ 2,626,200	$ 2,708,377	$ 2,624,313	$ 2,695,771	$ 2,769,374	$ 2,845,184	$ 26,079,791
EBITDAR		$ 204,123	$ (14,846)	$ 971,774	$ 1,214,773	$ 1,354,486	$ 1,398,053	$ 1,583,778	$ 1,616,504	$ 1,648,042	$ 1,636,319	$ 11,613,005
CUMULATIVE EBITDAR		$ 204,123	$ 189,277	$ 1,161,050	$ 2,375,823	$ 3,730,309	$ 5,128,362	$ 6,712,140	$ 8,328,644	$ 9,976,686	#######	
OPERATING MARGIN		7%	-1%	25%	29%	30%	30%	34%	33%	33%	33%	
THRESHOLD RENT PAYMENTS												
- Rent - Base Fee Payments	Threshold	Percentage										
- Rent - Golf Revenue Share Payments	*Initial* $1,800,000	15.0%	$ -	$ -	$ -	$ -	$ -	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 500,000
GF, Carts, Memberships/Cards	*Second* $2,250,000	35.0%	$ -	$ -	$ -	$ -	$ -	$ 107,738	$ 114,125	$ 120,747	$ 127,189	$ 124,879	$ 594,679
TOTAL RENT TO CITY			$ -	$ -	$ -	$ -	$ -	$ 207,738	$ 214,125	$ 220,747	$ 227,189	$ 224,879	$ 1,094,679
CUMULATIVE RENT			*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ 207,738*	*$ 421,863*	*$ 642,610*	*$ 869,800*	*$ 1,094,679*	
% OF EBITDA			0%	0%	0%	0%	0%	15%	14%	14%	14%	14%	9%
OTHER EXPENSE / DEBT SERVICE												
- Capital Projects / Capital Reserve	3.5%		$ 1,850,000	$ 3,500,000	$ -	$ -	$ -	$ 161,278	$ 165,248	$ 169,316	$ 173,397	$ 175,998	$ 6,195,236
Cumulative Capital Reserve			*$ 1,850,000*	*$ 5,350,000*	*$ 5,350,000*	*$ 5,350,000*	*$ 5,350,000*	*$ 5,511,278*	*$ 5,676,526*	*$ 5,845,841*	*$ 6,019,238*	*$ 6,195,236*	
EBITDA			$ (1,645,877)	$ (3,514,846)	$ 971,774	$ 1,214,773	$ 1,354,486	$ 1,029,038	$ 1,204,405	$ 1,226,442	$ 1,247,455	$ 1,235,442	$ 4,323,090
CUMULATIVE EBITDA			$ (1,645,877)	$ (5,160,723)	$ (4,188,950)	$ (2,974,177)	$ (1,619,691)	$ (590,653)	$ 613,751	$ 1,840,193	$ 3,087,648	$ 4,323,090	
% OF EBITDA			-806%	23675%	100%	100%	100%	74%	76%	76%	76%	76%	37%
			1	2	3	4	5	6	7	8	9	10	
			2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	
TOTAL VALUE TO TOWN (RENT + CAPITAL)			$ 1,850,000	$ 3,500,000	$ -	$ -	$ -	$ 369,016	$ 379,373	$ 390,063	$ 400,587	$ 400,877	$ 7,289,915
CUMULATIVE VALUE TO TOWN			$ 1,850,000	$ 5,350,000	$ 5,350,000	$ 5,350,000	$ 5,350,000	$ 5,719,016	$ 6,098,389	$ 6,488,451	$ 6,889,038	$ 7,289,915	
ANNUAL RENT+CAPITAL % OF EBITDAR			906%	-23575%	0%	0%	0%	26%	24%	24%	24%	24%	63%
CUMULATIVE RENT + CAPITAL% OF CUMULATIVE EBITDAR			906%	2827%	461%	225%	143%	112%	91%	78%	69%	63%	

Prepared by TROON

DATE OF ISSUANCE *Friday, August 1, 2025*

Forest Lake Golf Club

10521 Clarcona Ocoee Rd, Apopka, FL 32703

ANNUAL SUMMARY

	ROUNDS	6,776	6,297	6,176	5,277	4,018	1,379	1,109	1,109	4,078	5,277	6,476	6,776	54,750
MONTH		Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	TOTAL
REVENUES														
Greens Fees		$ 169,439	$ 157,443	$ 154,439	$ 131,952	$ 68,872	$ 23,642	$ 19,017	$ 19,017	$ 69,899	$ 90,458	$ 135,163	$ 141,421	$ 1,180,762
Cart Fees		$ 49,059	$ 45,585	$ 44,716	$ 38,205	$ 29,088	$ 9,985	$ 8,032	$ 8,032	$ 29,522	$ 38,205	$ 46,888	$ 49,059	$ 396,375
Driving Range		$ 36,210	$ 33,646	$ 33,004	$ 28,199	$ 21,470	$ 7,370	$ 5,928	$ 5,928	$ 21,790	$ 28,199	$ 34,608	$ 36,210	$ 292,563
Activity or Pass Card Sales		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Pro Shop Sales		$ 20,329	$ 18,890	$ 18,529	$ 15,831	$ 12,053	$ 4,138	$ 3,328	$ 3,328	$ 12,233	$ 15,831	$ 19,429	$ 20,329	$ 164,250
Food (Food & Soft Drinks)		$ 25,496	$ 23,691	$ 23,239	$ 19,855	$ 15,117	$ 5,190	$ 4,174	$ 4,174	$ 15,343	$ 19,855	$ 24,368	$ 25,496	$ 206,000
Beverages (Alcohol)		$ 32,508	$ 30,206	$ 29,630	$ 25,316	$ 19,274	$ 6,617	$ 5,322	$ 5,322	$ 19,562	$ 25,316	$ 31,069	$ 32,508	$ 262,650
Other Food & Beverage Revenue		$ 5,000	$ 5,000	$ 5,000	$ 5,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 20,000
Other Golf Revenues (club rental, handicap, locker, bag storage)		$ 6,248	$ 5,834	$ 5,730	$ 4,954	$ 3,867	$ 1,190	$ 957	$ 957	$ 3,519	$ 4,554	$ 5,589	$ 5,848	$ 49,250
Clinic / School Revenue		$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 2,500	$ 2,500	$ -	$ -	$ 2,500	$ 2,500	$ 10,000	$ 10,000	$ 70,000
Membership Fees		$ 110,000	$ 101,250	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 211,250
Misc. Revenue		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
TOTAL REVENUE		**$ 464,288**	**$ 431,546**	**$ 324,289**	**$ 279,313**	**$ 172,242**	**$ 60,632**	**$ 46,759**	**$ 46,759**	**$ 174,369**	**$ 224,919**	**$ 307,115**	**$ 320,870**	**$ 2,853,100**
COST OF SALES*	0													
COGS - Instruction		$ 8,500	$ 8,500	$ 8,500	$ 8,500	$ 2,125	$ 2,125	$ -	$ -	$ 2,125	$ 2,125	$ 8,500	$ 8,500	$ 59,500
COGS - Pro Shop Merch.		$ 13,824	$ 12,845	$ 12,600	$ 10,765	$ 8,196	$ 2,814	$ 2,263	$ 2,263	$ 8,319	$ 10,765	$ 13,212	$ 13,824	$ 111,690
COGS - Food (food and soft drinks)		$ 8,911	$ 8,280	$ 8,122	$ 6,939	$ 5,283	$ 1,814	$ 1,459	$ 1,459	$ 5,362	$ 6,939	$ 8,517	$ 8,911	$ 71,997
COGS - Beverage (alcohol)		$ 7,713	$ 7,167	$ 7,030	$ 6,006	$ 4,573	$ 1,570	$ 1,263	$ 1,263	$ 4,641	$ 6,006	$ 7,371	$ 7,713	$ 62,315
TOTAL COST OF SALES		$ 30,447	$ 28,292	$ 27,752	$ 23,711	$ 18,053	$ 6,197	$ 4,985	$ 4,985	$ 18,322	$ 23,711	$ 29,100	$ 30,447	**$ 305,502**
GROSS INCOME		**$ 433,841**	**$ 403,254**	**$ 296,537**	**$ 255,602**	**$ 154,189**	**$ 54,435**	**$ 41,774**	**$ 41,774**	**$ 156,047**	**$ 201,208**	**$ 278,015**	**$ 290,423**	**$ 2,607,098**
LABOR*														
Golf Operations Labor		$ 27,922	$ 25,220	$ 27,922	$ 27,021	$ 20,110	$ 15,524	$ 16,042	$ 16,042	$ 17,661	$ 22,342	$ 27,021	$ 35,422	$ 278,250
General and Administrative Labor		$ 8,493	$ 8,493	$ 8,219	$ 8,493	$ 8,219	$ 8,493	$ 8,493	$ 7,671	$ 8,493	$ 8,219	$ 8,493	$ 23,219	$ 115,000
Golf Course Maintenance Labor		$ 44,860	$ 40,519	$ 44,860	$ 43,413	$ 44,860	$ 31,104	$ 32,141	$ 32,141	$ 31,104	$ 44,860	$ 43,413	$ 44,860	$ 478,140
Food and Beverage Labor		$ 16,430	$ 14,840	$ 16,430	$ 14,460	$ 7,103	$ 6,874	$ 7,103	$ 7,103	$ 9,214	$ 11,009	$ 15,900	$ 16,430	$ 142,898
Instruction/Amenity Labor		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Sales and Marketing Labor		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Total Direct Labor		**$ 97,706**	**$ 89,072**	**$ 97,432**	**$ 93,388**	**$ 80,293**	**$ 61,996**	**$ 63,780**	**$ 62,958**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,014,288**
Total Payroll Taxes	9.0%	$ 8,794	$ 8,016	$ 8,769	$ 8,405	$ 7,226	$ 5,580	$ 5,740	$ 5,666	$ 5,983	$ 7,779	$ 8,535	$ 10,794	$ 91,286
Total Medical/Health Benefits		$ 6,159	$ 6,159	$ 6,159	$ 6,159	$ 6,159	$ 6,159	$ 6,159	$ 6,159	$ 6,159	$ 6,159	$ 6,159	$ 6,159	$ 73,906
Insurance - Workers Comp	1.8%	$ 1,710	$ 1,559	$ 1,705	$ 1,634	$ 1,405	$ 1,085	$ 1,116	$ 1,102	$ -	$ -	$ -	$ -	$ 11,316
TOTAL LABOR		**$ 114,368**	**$ 104,806**	**$ 114,064**	**$ 109,586**	**$ 95,083**	**$ 74,820**	**$ 76,795**	**$ 75,885**	**$ 12,141**	**$ 13,938**	**$ 14,693**	**$ 16,953**	**$ 1,190,796**
Labor as % of Revenue		25%	24%	35%	39%	55%	123%	164%	162%	7%	6%	5%	5%	*42%*
Labor Burden %		17%	18%	17%	17%	18%	21%	20%	21%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
OTHER OPERATIONAL EXPENSES*														
Golf Operations Expense		$ 17,250	$ 2,000	$ 2,000	$ 2,000	$ 4,500	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 41,750
General & Administrative Expense		$ 35,526	$ 31,290	$ 28,876	$ 30,364	$ 25,167	$ 22,656	$ 22,343	$ 22,343	$ 25,215	$ 26,352	$ 28,490	$ 28,800	$ 327,423
Golf Course Maintenance Expense		$ 21,344	$ 14,055	$ 16,653	$ 31,752	$ 25,189	$ 51,422	$ 28,740	$ 22,267	$ 24,059	$ 34,859	$ 23,441	$ 23,359	$ 317,140
Food and Beverage Expense		$ 9,080	$ 3,380	$ 3,480	$ 3,145	$ 2,720	$ 2,800	$ 2,380	$ 2,980	$ 2,715	$ 2,785	$ 3,125	$ 3,310	$ 41,900
Sales and Marketing Expense		$ 3,311	$ 1,561	$ 1,561	$ 1,561	$ 6,561	$ 1,561	$ 1,561	$ 1,561	$ 1,561	$ 1,561	$ 1,561	$ 1,561	$ 25,485
Golf Cart Lease		$ 6,175	$ 6,175	$ 6,175	$ 6,175	$ 6,175	$ 6,175	$ 6,175	$ 6,175	$ 6,175	$ 6,175	$ 6,175	$ 6,175	$ 74,100
EXISTING - Equipment Leases		$ 25,574	$ 25,574	$ 25,574	$ 25,574	$ 25,574	$ 25,574	$ 25,574	$ 25,574	$ 25,574	$ 25,574	$ 25,574	$ 25,574	$ 306,882
Start-up Equipment		$ 75,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 75,000
Insurance - G&L *Per Year*	$ 18,000	$ 1,500	$ 1,500	$ 1,500	$ 1,500	$ 1,500	$ 1,500	$ 1,500	$ 1,500	$ 1,500	$ 1,500	$ 1,500	$ 1,500	$ 18,000
TOTAL OTHER OPERATIONAL EXPENSES		**$ 194,760**	**$ 85,534**	**$ 85,820**	**$ 102,071**	**$ 97,385**	**$ 113,687**	**$ 90,273**	**$ 84,401**	**$ 88,799**	**$ 100,806**	**$ 91,865**	**$ 92,278**	**$ 1,227,679**
TOTAL EXPENSES		**$ 309,128**	**$ 190,341**	**$ 199,884**	**$ 211,657**	**$ 192,469**	**$ 188,507**	**$ 167,068**	**$ 160,285**	**$ 100,940**	**$ 114,744**	**$ 106,559**	**$ 109,231**	**$ 2,050,811**
EBITDAR		**$ 124,713**	**$ 212,914**	**$ 96,653**	**$ 43,945**	**$ (38,280)**	**$ (134,072)**	**$ (125,294)**	**$ (118,511)**	**$ 55,107**	**$ 86,464**	**$ 171,456**	**$ 181,192**	**$ 556,286**
CUMULATIVE EBITDAR		**$ 124,713**	**$ 337,627**	**$ 434,280**	**$ 478,224**	**$ 439,945**	**$ 305,873**	**$ 180,579**	**$ 62,067**	**$ 117,174**	**$ 203,638**	**$ 375,094**	**$ 556,286**	
OPERATING MARGIN		**27%**	**49%**	**30%**	**16%**	**-22%**	**-221%**	**-268%**	**-253%**	**32%**	**38%**	**56%**	**56%**	

Prepared by TROON

DATE OF ISSUANCE Friday, August 1, 2025

Forest Lake Golf Club

10521 Clarcona Ocoee Rd, Apopka, FL 32703

GOLF OPERATIONS EXPENSE

GOLF OPERATIONS			Total Days per Month ==>		31	28	31	30	31	30	31	31	30	31	30	31	365
					Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	TOTAL
Salary Labor	**Months**	**Ann. Salary**															
Director of Golf	12	$ 75,000			$ 6,370	$ 5,753	$ 6,370	$ 6,164	$ 6,370	$ 6,164	$ 6,370	$ 6,370	$ 6,164	$ 6,370	$ 6,164	$ 6,370	$ 75,000
Assistant Professional	12	$ 25.00			$ 2,208	$ 1,994	$ 2,208	$ 2,137	$ 2,208	$ -	$ -	$ -	$ 2,137	$ 2,208	$ 2,137	$ 2,208	$ 19,446
Hourly Labor																	
Golf Shop Attendant		$ 18.00			$ 4,464	$ 4,032	$ 4,464	$ 4,320	$ 2,232	$ 2,160	$ 2,232	$ 2,232	$ 2,160	$ 4,464	$ 4,320	$ 4,464	$ 41,544
Hours per day					8.0	8.0	8.0	8.0	4.0	4.0	4.0	4.0	4.0	8.0	8.0	8.0	
Cart Attendant		$ 15.00			$ 5,580	$ 5,040	$ 5,580	$ 5,400	$ 2,790	$ 2,700	$ 2,790	$ 2,790	$ 2,700	$ 2,790	$ 5,400	$ 5,580	$ 49,140
Hours per day					12.0	12.0	12.0	12.0	6.0	6.0	6.0	6.0	6.0	6.0	12.0	12.0	
Range Attendant		$ 15.00			$ 5,580	$ 5,040	$ 5,580	$ 5,400	$ 2,790	$ 2,700	$ 2,790	$ 2,790	$ 2,700	$ 2,790	$ 5,400	$ 5,580	$ 49,140
Hours per day					12.0	12.0	12.0	12.0	6.0	6.0	6.0	6.0	6.0	6.0	12.0	12.0	
Starters		$ 15.00			$ 3,720	$ 3,360	$ 3,720	$ 3,600	$ 3,720	$ 1,800	$ 1,860	$ 1,860	$ 1,800	$ 3,720	$ 3,600	$ 3,720	$ 36,480
Hours per day					8.0	8.0	8.0	8.0	8.0	4.0	4.0	4.0	4.0	8.0	8.0	8.0	
Bonus Pool	10.00%	Director of Golf			$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 7,500	$ 7,500
Total Direct Labor Expense					$ 27,922	$ 25,220	$ 27,922	$ 27,021	$ 20,110	$ 15,524	$ 16,042	$ 16,042	$ 17,661	$ 22,342	$ 27,021	$ 35,422	$ 278,250
- Payroll Taxes	9.0%				$ 2,513	$ 2,270	$ 2,513	$ 2,432	$ 1,810	$ 1,397	$ 1,444	$ 1,444	$ 1,590	$ 2,011	$ 2,432	$ 3,188	$ 25,043
TOTAL GOLF LABOR					$ 30,435	$ 27,490	$ 30,435	$ 29,453	$ 21,920	$ 16,922	$ 17,486	$ 17,486	$ 19,251	$ 24,353	$ 29,453	$ 38,610	$ 303,293

Forest Lake Golf Club
2024

GOLF OPERATIONS EXPENSE

Golf Operations Other Expenses	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	TOTAL
- Utilities - Electric - (USE FOR ELECTRIC GOLF CARTS ONLY)	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 15,000
- Supplies	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 2,400
- Supplies - Scorecards & Pencils	$ 3,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 3,000
- Equipment Maint & Repair - Fix	$ 300	$ 300	$ 300	$ 300	$ 300	$ 300	$ 300	$ 300	$ 300	$ 300	$ 300	$ 300	$ 3,600
- Cart Repairs	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 3,000
- Towel Service	$ 750	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 750
- Education	$ -	$ -	$ -	$ -	$ 2,500	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,500
- Uniforms	$ 1,500	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,500
- Driving Range Supplies (Balls, Mats, Dividers, etc)	$ 7,500	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 7,500
- Handicap	$ 2,500	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,500
TOTAL GOLF OPERATION EXPENSES	$ 17,250	$ 2,000	$ 2,000	$ 2,000	$ 4,500	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 41,750
TOTAL GOLF LABOR AND OTHER EXPENSES	$47,685	$29,490	$32,435	$31,453	$26,420	$18,922	$19,486	$19,486	$21,251	$26,353	$31,453	$40,610	$ 345,043

Forest Lake Golf Club

10521 Clarcona Ocoee Rd, Apopka, FL 32703

FOOD & BEVERAGE EXPENSES

EXPENSES	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	TOTAL
- Utilities - Electric	$ 125	$ 125	$ 125	$ 125	$ 125	$ 125	$ 125	$ 125	$ 125	$ 125	$ 125	$ 125	$ 1,500
- Utilities - Gas / Propane	$ 350	$ 350	$ 350	$ 350	$ 350	$ 350	$ 350	$ 350	$ 350	$ 350	$ 350	$ 350	$ 4,200
- Supplies - Cleaning	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 2,400
- Supplies - Paper and Plastics	$ 1,105	$ 1,105	$ 1,105	$ 1,020	$ 595	$ 425	$ 255	$ 255	$ 340	$ 510	$ 850	$ 935	$ 8,500
- Supplies - Kitchen	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 6,000
- Equipment Maint & Repair - Fix	$ -	$ -	$ 250	$ -	$ -	$ 250	$ -	$ -	$ 250	$ -	$ -	$ 250	$ 1,000
- Licenses, Fees & Permits	$ 1,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,000
- Liquor License	$ 1,200	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,200
- Pest Control	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 2,400
- Grease Removal	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 3,000
- Employee Meals	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 6,000
- Uniforms	$ 1,000	$ -	$ -	$ -	$ -	$ -	$ -	$ 600	$ -	$ -	$ -	$ -	$ 1,600
- Help Wanted Ads	$ 150	$ 150	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 150	$ 150	$ -	$ 600
- Glassware / China / Silverware	$ 2,500	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,500
TOTAL FOOD AND BEVERAGE OTHER EXPENSES	$ 9,080	$ 3,380	$ 3,480	$ 3,145	$ 2,720	$ 2,800	$ 2,380	$ 2,980	$ 2,715	$ 2,785	$ 3,125	$ 3,310	$ 41,900
TOTAL FOOD AND BEVERAGE - LABOR AND OTHER EXPENSES	$ 26,989	$ 19,556	$ 21,389	$ 18,906	$ 10,463	$ 10,293	$ 10,123	$ 10,723	$ 12,759	$ 14,785	$ 20,456	$ 21,219	$ 197,659

Forest Lake Golf Club

10521 Clarcona Ocoee Rd, Apopka, FL 32703

GOLF COURSE MAINTENANCE EXPENSE

GOLF COURSE MAINTENANCE

Labor	Crew #	Months	AnnSal/Hrly	Daily Hours
Manager - Superintendent	1	12	$ 110,000.00	
Assistant Superintendent	1	12	$ 75,000.00	
Mechanic	1	12	$ 34.00	8.0
Irrigation Technician	1	12	$ 25.00	8.0
Groundskeeper I	2	12	$ 17.00	8.0
Groundskeeper II - Light Equipment	4	10	$ 18.00	8.0
	10			

Total Pays for Month ===	31	28	31	30	31	30	31	31	30	31	30	31	365
	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Total
Manager - Superintendent	$ 9,342	$ 8,438	$ 9,342	$ 9,041	$ 9,342	$ 9,041	$ 9,342	$ 9,342	$ 9,041	$ 9,342	$ 9,041	$ 9,342	$ 110,000
Assistant Superintendent	$ 6,370	$ 5,753	$ 6,370	$ 6,164	$ 6,370	$ 6,164	$ 6,370	$ 6,370	$ 6,164	$ 6,370	$ 6,164	$ 6,370	$ 75,000
Mechanic	$ 6,006	$ 5,425	$ 6,006	$ 5,813	$ 6,006	$ 5,813	$ 6,006	$ 6,006	$ 5,813	$ 6,006	$ 5,813	$ 6,006	$ 70,719
Irrigation Technician	$ 4,416	$ 3,989	$ 4,416	$ 4,274	$ 4,416	$ 4,274	$ 4,416	$ 4,416	$ 4,274	$ 4,416	$ 4,274	$ 4,416	$ 51,999
Groundskeeper I	$ 6,006	$ 5,425	$ 6,006	$ 5,813	$ 6,006	$ 5,813	$ 6,006	$ 6,006	$ 5,813	$ 6,006	$ 5,813	$ 6,006	$ 70,719
Groundskeeper II - Light Equipment	$ 12,719	$ 11,488	$ 12,719	$ 12,309	$ 12,719	$ -	$ -	$ -	$ -	$ 12,719	$ 12,309	$ 12,719	$ 99,702
Total Direct Labor Expense	$ 44,860	$ 40,519	$ 44,860	$ 43,413	$ 44,860	$ 31,104	$ 32,141	$ 32,141	$ 31,104	$ 44,860	$ 43,413	$ 44,860	$ 478,140
- Payroll Taxes 9.0%	$ 4,037	$ 3,647	$ 4,037	$ 3,907	$ 4,037	$ 2,799	$ 2,893	$ 2,893	$ 2,799	$ 4,037	$ 3,907	$ 4,037	$ 43,033
TOTAL GOLF COURSE MAINTENANCE LABOR	$ 48,898	$ 44,166	$ 48,898	$ 47,321	$ 48,898	$ 33,904	$ 35,034	$ 35,034	$ 33,904	$ 48,898	$ 47,321	$ 48,898	$ 521,172
Golf Course Maintenance Other Expenses	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Total
- Utilities - Electric - Irrigation	$ 1,500	$ 1,500	$ 1,500	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 1,500	$ 1,500	$ 1,500	$ 21,000
- Supplies - Office	$ 50	$ -	$ -	$ -	$ -	$ -	$ 50	$ -	$ -	$ -	$ 50	$ -	$ 150
- Supplies - Landscape	$ 120	$ 120	$ -	$ 3,375	$ 500	$ -	$ -	$ -	$ -	$ 3,375	$ 500	$ -	$ 7,990
- Supplies - Course	$ -	$ 525	$ -	$ 940	$ 85	$ -	$ -	$ -	$ 85	$ 994	$ -	$ 145	$ 2,774
- Supplies - Shop	$ -	$ 50	$ -	$ 50	$ -	$ 50	$ -	$ 50	$ -	$ 50	$ -	$ 50	$ 300
- Equipment Maint & Repair - Fix	$ 3,500	$ 3,500	$ 3,500	$ 3,500	$ 3,500	$ 3,500	$ 3,500	$ 3,500	$ 3,500	$ 3,500	$ 3,500	$ 3,500	$ 42,000
- Irrigation Repairs	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 300	$ 5,800
- Education	$ -	$ -	$ 1,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,000
- Uniforms	$ 3,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		$ -	$ -	$ 3,000
- Equipment Rental	$ -	$ -	$ -	$ -	$ 5,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 5,000
- General Chemicals	$ 1,500	$ 1,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,500	$ 1,500	$ 5,500
- Chemicals - Fungicides	$ 1,550	$ 1,200	$ 1,200	$ 1,200	$ 1,700	$ 2,430	$ 1,828	$ 760	$ 392	$ 567	$ 1,876	$ 1,642	$ 16,345
- Chemicals - Herbicides	$ -	$ -	$ -	$ 800	$ 800	$ 475	$ 475	$ 370	$ 370	$ -	$ -	$ -	$ 3,290
- Chemicals - Insecticides	$ -	$ -	$ 1,800	$ -	$ -	$ 17,600	$ 850	$ 1,835	$ -	$ -	$ -	$ 3,600	$ 25,685
- Chemicals - Growth Regulators	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 300	$ 1,800	$ 1,800	$ 1,800	$ -	$ 5,700
- Chemicals - Wetting Agents	$ 636	$ -	$ 636	$ 636	$ 636	$ 636	$ 636	$ 636	$ 636	$ 636	$ 636	$ 636	$ 6,996
- Chemicals - Misc.	$ 1,650	$ -	$ 1,650	$ 1,650	$ 1,650	$ 1,650	$ 1,650	$ 1,650	$ 1,650	$ 1,650	$ 1,650	$ -	$ 16,500
- Fertilizer - Fairways / Roughs	$ -	$ -	$ -	$ 7,777	$ -	$ 3,816	$ 2,274	$ -	$ -	$ 5,724	$ 3,419	$ 3,816	$ 26,825
- Fertilizer - Greens	$ 2,930	$ 2,930	$ 2,930	$ 2,930	$ 2,930	$ 2,930	$ 2,930	$ 2,930	$ 2,930	$ 2,930	$ 2,930	$ 2,930	$ 35,158
- Fertilizer - Tees	$ -	$ -	$ -	$ 746	$ -	$ -	$ -	$ 424	$ -	$ -	$ 795	$ -	$ 1,965
- Fertilizer - Landscape	$ -	$ -	$ -	$ 1,283	$ 668	$ -	$ -	$ -	$ 138	$ -	$ 138	$ -	$ 2,226
- Pre-Emergents (Fairways, Roughs, Greens, Tees)	$ 1,658	$ -	$ -	$ 0	$ -	$ 8,522	$ 8,522	$ 0	$ 4,974	$ 4,974	$ -	$ 0	$ 28,650
- Soil Amendments	$ 475	$ 475	$ 475	$ 475	$ 475	$ 800	$ 475	$ 800	$ 475	$ 475	$ 475	$ 475	$ 6,350
- Sand - Top Dressing (Greens, Tees, Fairways)	$ 575	$ 863	$ 575	$ 1,438	$ 575	$ 2,588	$ 575	$ 2,588	$ 575	$ 1,438	$ 575	$ 863	$ 13,225
- Seed	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,000	$ -	$ -	$ 2,000
- Sod / Sprigs	$ -	$ -	$ -	$ -	$ 550	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 550
- Water / Soil Testing	$ -	$ 40	$ -	$ 60	$ -	$ -	$ -	$ -	$ 60	$ -	$ -	$ -	$ 160
- Safety Equipment	$ 50	$ -	$ 50	$ -	$ 50	$ -	$ 50	$ -	$ 50	$ -	$ 50	$ -	$ 300
- Audubon	$ -	$ 150	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 300	$ 450
- Aerification	$ -	$ -	$ -	$ -	$ 1,000	$ 1,500	$ -	$ 1,500	$ 1,000	$ -	$ -	$ -	$ 5,000
- Gas / Diesel	$ 1,200	$ 1,203	$ 838	$ 1,893	$ 2,070	$ 2,425	$ 2,425	$ 2,425	$ 2,425	$ 2,248	$ 1,548	$ 1,203	$ 21,900
- Chamber / Organizational Dues	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 500	$ -	$ 850	$ 1,350
- Small Equipment / Hand Tools	$ 450	$ -	$ -	$ -	$ 500	$ -	$ -	$ -	$ -	$ -	$ -	$ 50	$ 1,000
TOTAL GOLF COURSE MAINTENANCE OTHER EXPENSES	$ 21,344	$ 14,055	$ 16,653	$ 31,752	$ 25,189	$ 51,422	$ 28,740	$ 22,267	$ 24,059	$ 34,859	$ 23,441	$ 23,359	$ 317,140
TOTAL GOLF COURSE MAINTENANCE LABOR AND OTHER EXPENSES	$ 70,242	$ 58,221	$ 65,551	$ 79,073	$ 74,087	$ 85,326	$ 63,774	$ 57,301	$ 57,963	$ 83,757	$ 70,761	$ 72,257	$ 838,312

Forest Lake Golf Club

10521 Clarcona Ocoee Rd, Apopka, FL 32703

TROON

GENERAL & ADMINISTRATIVE EXPENSE

GENERAL AND ADMINISTRATIVE

	Months	AnnSal/Hrly	Salary / Daily Hours
Salary Labor			
General Manager	12	$ 100,000	Salary
Bonus Pool	15.00%		General Manager
Hourly Labor			
- Houseman		$0.00	
(Daily Hours)			

	# of People Covered	Net Cost Per Month	
- Benefits	3	$ 545	Employee Only
	2	$ 893	Employee + Spouse
	3	$ 913	Employee + Child(ren)
	0	$ 1,400	Family
- Payroll Taxes	9.0%		

	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	TOTAL
General Manager	$ 8,493	$ 8,493	$ 8,219	$ 8,493	$ 8,219	$ 8,493	$ 8,493	$ 7,671	$ 8,493	$ 8,219	$ 8,493	$ 8,219	$ 100,000
Bonus Pool	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 15,000	$ 15,000
- Houseman	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
(Daily Hours)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Total Direct Labor Expense	$ 8,493	$ 8,493	$ 8,219	$ 8,493	$ 8,219	$ 8,493	$ 8,493	$ 7,671	$ 8,493	$ 8,219	$ 8,493	$ 23,219	$ 115,000
- Benefits	$ 6,159	$ 6,159	$ 6,159	$ 6,159	$ 6,159	$ 6,159	$ 6,159	$ 6,159	$ 6,159	$ 6,159	$ 6,159	$ 6,159	$ 73,906
- Payroll Taxes	$ 764	$ 764	$ 740	$ 764	$ 740	$ 764	$ 764	$ 690	$ 764	$ 740	$ 764	$ 2,090	$ 10,350
TOTAL GENERAL AND ADMINISTRATIVE LABOR	$ 15,416	$ 15,416	$ 15,118	$ 15,416	$ 15,118	$ 15,416	$ 15,416	$ 14,520	$ 15,416	$ 15,118	$ 15,416	$ 31,468	$ 199,256

General and Administrative Other Expenses

	% Fee	2.25%
	Per Person	$ 28.86
	Work Stations	4

	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	TOTAL
- Credit Card Fees	$ 10,446	$ 9,710	$ 7,296	$ 6,285	$ 3,875	$ 1,364	$ 1,052	$ 1,052	$ 3,923	$ 5,061	$ 6,910	$ 7,220	$ 64,195
- Legal / Accounting / Professional Fees	$ 3,625	$ 3,625	$ 3,625	$ 3,625	$ 3,625	$ 3,625	$ 3,625	$ 3,625	$ 3,625	$ 3,625	$ 3,625	$ 3,625	$ 43,500
- Management Central Services (HR Compliance & Training, Theft & Fraud Insurance, Controls & Compliance)	$ 119	$ 119	$ 119	$ 119	$ 119	$ 119	$ 119	$ 119	$ 119	$ 119	$ 119	$ 119	$ 1,430
- Troon Management Fee	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 120,000
- Payroll & Benefits Admin	$ 866	$ 866	$ 866	$ 866	$ 577	$ 577	$ 577	$ 577	$ 577	$ 577	$ 866	$ 866	$ 8,658
- IT Support	$ 595	$ 595	$ 595	$ 595	$ 595	$ 595	$ 595	$ 595	$ 595	$ 595	$ 595	$ 595	$ 7,140
- Utilities - Electric	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 15,000
- Utilities - Gas / Propane	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 6,000
- Utilities - Water / Sewer	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 12,000
- Phone - Cell	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 3,000
- Phone - Telco Service	$ 750	$ 750	$ 750	$ 750	$ 750	$ 750	$ 750	$ 750	$ 750	$ 750	$ 750	$ 750	$ 9,000
- Supplies - Cleaning	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 2,400
- Supplies - Office	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 3,000
- Building Maint & Repair	$ 150	$ 150	$ 150	$ 150	$ 150	$ 150	$ 150	$ 150	$ 150	$ 150	$ 150	$ 150	$ 1,800
- Licenses, Fees & Permits	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 3,000
- Liquor License	$ 2,500	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,500
- Garbage Removal	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 6,000
- Pest Control	$ 100	$ 100	$ 100	$ 100	$ 100	$ 100	$ 100	$ 100	$ 100	$ 100	$ 100	$ 100	$ 1,200
- Security	$ 150	$ 150	$ 150	$ 150	$ 150	$ 150	$ 150	$ 150	$ 150	$ 150	$ 150	$ 150	$ 1,800
- Internet Access / VPN	$ 150	$ 150	$ 150	$ 150	$ 150	$ 150	$ 150	$ 150	$ 150	$ 150	$ 150	$ 150	$ 1,800
- Travel / Education	$ -	$ -	$ -	$ 2,500	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,500
- Uniforms	$ 1,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,000
- Management Travel - Corp Staff	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500	$ 6,000
- Management Travel - Onsite Staff	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 2,400
- Copier / Fax Lease	$ 175	$ 175	$ 175	$ 175	$ 175	$ 175	$ 175	$ 175	$ 175	$ 175	$ 175	$ 175	$ 2,100
TOTAL OTHER GENERAL AND ADMINISTRATIVE EXPENSES	$ 35,526	$ 31,290	$ 28,876	$ 30,364	$ 25,167	$ 22,656	$ 22,343	$ 22,343	$ 25,215	$ 26,352	$ 28,490	$ 28,800	$ 327,423
TOTAL GENERAL AND ADMINISTRATIVE LABOR AND OTHER EXPENSES	$ 50,943	$ 46,706	$ 43,994	$ 45,781	$ 40,285	$ 38,072	$ 37,760	$ 36,864	$ 40,631	$ 41,470	$ 43,906	$ 60,267	$ 526,679

Forest Lake Golf Club

10521 Clarcona Ocoee Rd, Apopka, FL 32703

TROON

SALES & MARKETING EXPENSE

SALES AND MARKETING	Total Pays	31	28	31	30	31	30	31	31	30	31	30	31	365
		Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	TOTAL
Sales and Marketing Other Expenses		Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Total
- Digital Technology Bundle		$ 695	$ 695	$ 695	$ 695	$ 695	$ 695	$ 695	$ 695	$ 695	$ 695	$ 695	$ 695	$ 8,340
- Web Site		$ 1,500	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,500
- Newsletter		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
- Broadcast E-mail		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
- SEO / Online Reputation Management		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
- Social Media Management		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
- Revenue Management		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
- Mobile Application		$ 450	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 2,650
- Advertising - Electronic		$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 200	$ 2,400
- Graphic Design		$ 300	$ 300	$ 300	$ 300	$ 300	$ 300	$ 300	$ 300	$ 300	$ 300	$ 300	$ 300	$ 3,600
- Photography		$ -	$ -	$ -	$ -	$ 5,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 5,000
- Sales Management / CRM		$ 166	$ 166	$ 166	$ 166	$ 166	$ 166	$ 166	$ 166	$ 166	$ 166	$ 166	$ 166	$ 1,995
Total Sales and Marketing Other Expenses		$ 3,311	$ 1,561	$ 1,561	$ 1,561	$ 6,561	$ 1,561	$ 1,561	$ 1,561	$ 1,561	$ 1,561	$ 1,561	$ 1,561	$ 25,485
TOTAL SALES AND MARKETING LABOR AND OTHER EXPENSES		$ 3,311	$ 1,561	$ 1,561	$ 1,561	$ 6,561	$ 1,561	$ 1,561	$ 1,561	$ 1,561	$ 1,561	$ 1,561	$ 1,561	$ 25,485

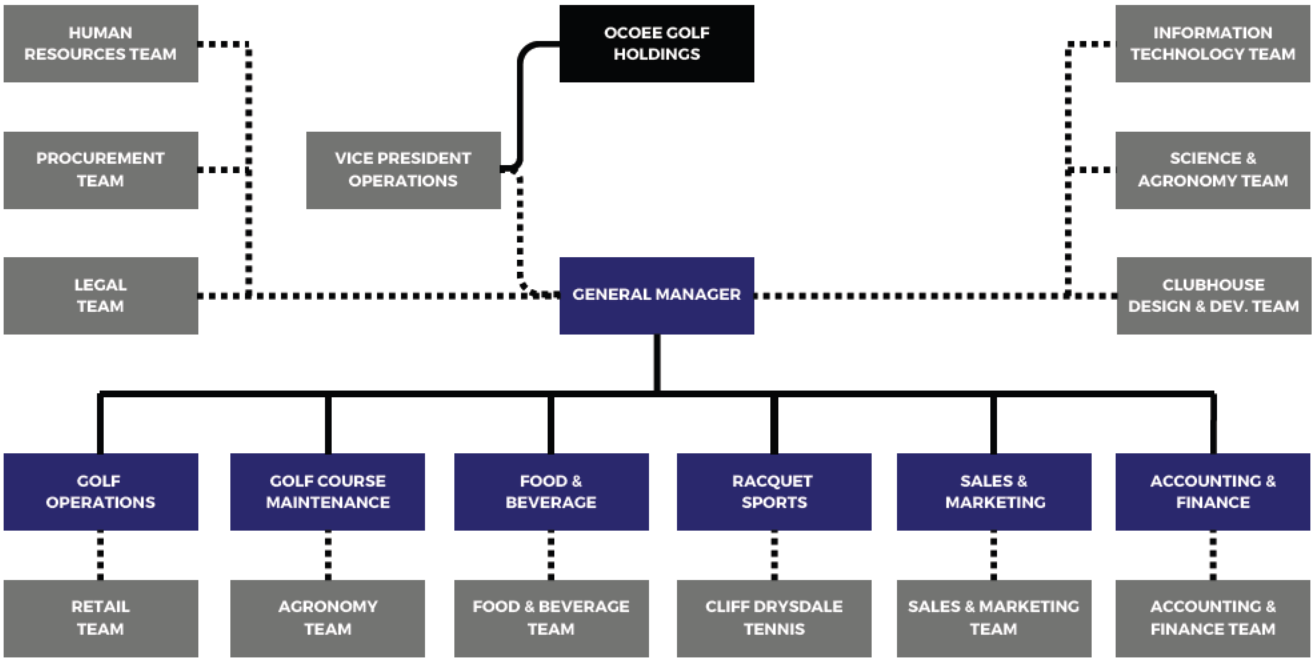
PROPOSED CAPITAL IMPROVEMENTS
FOREST LAKE GOLF COURSE

Description	CATEGORY	YEAR	COST	1 2026 Capital Projects	2 2027 Capital Projects	3 2028 Capital Projects	4 2029 Capital Projects	5 2030 Capital Projects	6 2031 Capital Projects	7 2032 Capital Projects	8 2033 Capital Projects	9 2034 Capital Projects	10 2035 Capital Projects	Total Capital Projects
Annual Capital Reserve	**3.50%**		$845,236	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 161,278**	**$ 165,248**	**$ 169,316**	**$ 173,397**	**$ 175,998**	**$ 845,236**
Cumulative ACR				*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ 161,278*	*$ 326,526*	*$ 495,841*	*$ 669,238*	*$ 845,236*	
Maintenance / Course Projects														
Start Up Equipment		1	$100,000	$ 100,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	**$ 100,000**
Range Structure & Technology		1	$1,200,000	$ 1,200,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	**$ 1,200,000**
Food Truck, & Outside Bar		1	$175,000	$ 175,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	**$ 175,000**
Patio Expansions		1	$200,000	$ 200,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	**$ 200,000**
New Irrigation System		2	$3,500,000	$ -	$ 3,500,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	**$ 3,500,000**
Clubhouse Roof		1	$50,000	$ 50,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	**$ 50,000**
Clubhouse Interior Updates		1	$125,000	$ 125,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	**$ 125,000**
				$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	**$ -**
														$ -
Sub-Total Maintenance / Course Projects			**$5,350,000**	**$ 1,850,000**	**$ 3,500,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 5,350,000**
Cumulative Maintenance / Course Projects				*$ 1,850,000*	*$ 5,350,000*	*$ 5,350,000*	*$ 5,350,000*	*$ 5,350,000*	*$ 5,350,000*	*$ 5,350,000*	*$ 5,350,000*	*$ 5,350,000*	*$ 5,350,000*	
				$ (1,850,000)	*$ (5,350,000)*	*$ (5,350,000)*	*$ (5,350,000)*	*$ (5,350,000)*	*$ (5,188,722)*	*$ (5,023,474)*	*$ (4,854,159)*	*$ (4,680,762)*	*$ (4,504,764)*	
Total Proposed Capital			**$5,350,000**	**$ 1,850,000**	**$ 3,500,000**	**$ -**	**$ -**	**$ -**	**$ 161,278**	**$ 165,248**	**$ 169,316**	**$ 173,397**	**$ 175,998**	**$ 6,195,236**
Cumluative Proposed Capital			***$267,500***	***$ 1,850,000***	***$ 5,350,000***	***$ 5,350,000***	***$ 5,350,000***	***$ 5,350,000***	***$ 5,511,278***	***$ 5,676,526***	***$ 5,845,841***	***$ 6,019,238***	***$ 6,195,236***	

STAFFING PLAN

We have engaged Troon Golf, LLC to provide professional management services for Ocoee National. Troon's leadership team is directly responsible for a select group of clubs, allowing for a high-touch, entrepreneurial approach while drawing on the company's extensive corporate resources and industry expertise. Ocoee National will benefit from oversight and support across key operational areas, including Golf Operations, Marketing, Agronomy, Food & Beverage, Human Resources, Legal, Information Technology, and more. With a strong regional presence and a network of clubs in the surrounding market, Troon brings valuable local insight and a proven framework to ensure Ocoee National's long-term success. As part of the transition, we will conduct a thorough evaluation of existing staff and ensure that staffing levels align with service standards and fit within the approved operating budget. Below is a standard organizational structure for similar Troon-managed facilities, along with the comprehensive support provided across all aspects of operations. On the following page is a specific staffing plan built for Ocoee National. All salary and wage specification are outlined in the "Annual Operating Budget."

TYPICAL PROPERTY ORGANIZATION CHART

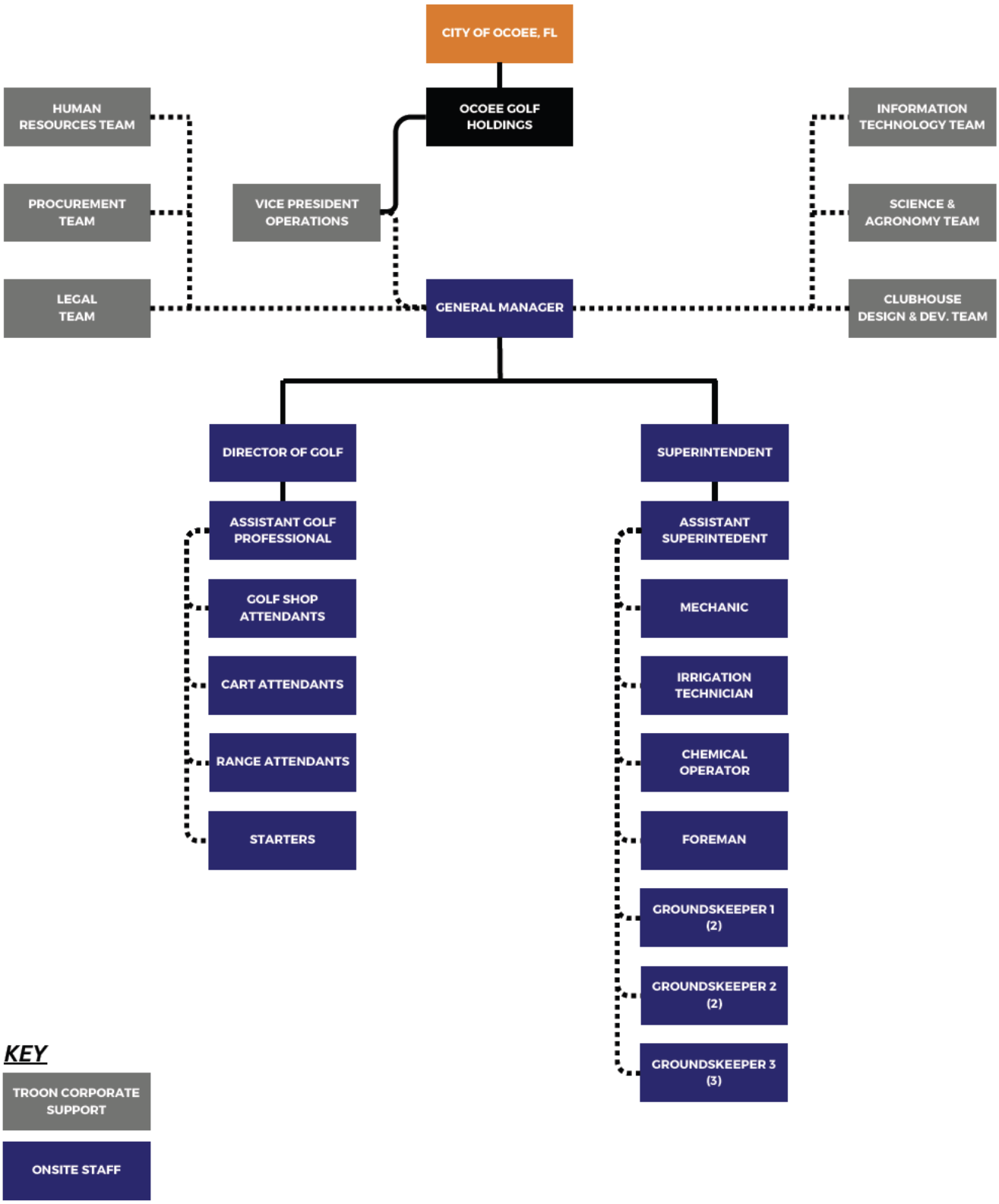


KEY

TROON CORPORATE SUPPORT

ONSITE STAFF

OCOEE NATIONAL ORGANIZATIONAL CHART



Forest Lake Golf Club

2026 STAFFING CHART

GOLF OPERATIONS

Position	Hourly/Salary	Rate	Total Hours	Direct Labor
Director of Golf	Salary	$ 75,000	2,080	$ 75,000
Assistant Professional	Hourly	$ 25.00	778	$ 19,446
Golf Shop Attendant	Hourly	$ 18.00	2,308	41,544
Cart Attendant	Hourly	$ 15.00	3,276	49,140
Range Attendant	Hourly	$ 15.00	3,276	49,140
Starters	Hourly	$ 15.00	2,432	36,480
Bonus Pool	--	10%	--	7,500
Total			**14,150**	**$ 278,250**

G&A

Position	Hourly/Salary	Rate	Total Hours	Direct Labor
General Manager	Salary	$ 100,000	2,080	$ 100,000
Bonus Pool	--	15%	--	15,000
Total			**2,080**	**$ 115,000**

MAINTENANCE

Position	Hourly/Salary	Rate	Total Hours	Direct Labor
Manager - Superintendent	Salary	$ 110,000	2,080	$ 110,000
Assistant Superintendent	Salary	$ 75,000	2,080	$ 75,000
Mechanic	Hourly	$ 34	2,080	$ 70,719
Irrigation Technician	Hourly	$ 25	2,080	$ 51,999
Groundskeeper I	Hourly	$ 17	4,160	$ 70,719
Groundskeeper II - Light Equipment	Hourly	$ 18	5,539	$ 99,702
Total			**18,019**	**$ 478,140**

F&B

Position	Hourly/Salary	Rate	Total Hours	Direct Labor
Line Cook	Hourly	$ 17	1,448	$ 24,616
Snack Bar Attendant	Hourly	$ 15	1,944	$ 29,160
Bartender	Hourly	$ 12	1,944	$ 23,328
Head Server	Hourly	$ 17	2,499	$ 42,490
Beverage Cart Attendent	Hourly	$ 12	1,942	$ 23,304
Total			**9,777**	**$ 142,898**

BURDEN

Category	Cost
Payroll Taxes	$ 91,286
Medical/Health Benefits	$ 73,906
Insurance - Workers Compensation	$ 11,316
Total	**$ 176,508**

TOTAL LABOR	**$ 1,190,796**

CAPITAL IMPROVEMENT PLAN

Ocoee Golf Holdings, LLC has developed a comprehensive Capital Improvement Plan focused on both foundational infrastructure upgrades and high-impact, revenue-generating enhancements designed to reposition Ocoee National Golf Course as the future Ocoee National Golf Club. We are committed to implementing a core capital program **totaling $5.35 million within the first 24 months of the Lease term**, addressing critical improvements to the golf course, practice facility, maintenance infrastructure, and clubhouse. These investments are designed to elevate the facility's condition, guest experience, and long-term financial sustainability. In addition to this baseline commitment, we have identified a broader list of **aspirational improvements**—projects that would further enhance the destination but are not included in our initial capital outlay. These potential future investments will be pursued through strategic fundraising efforts, including the solicitation of grants, private donations, sponsorships, and community partnerships. Through this phased and responsible approach, Ocoee Golf Holdings is prepared to deliver both immediate upgrades and long-term transformational impact.

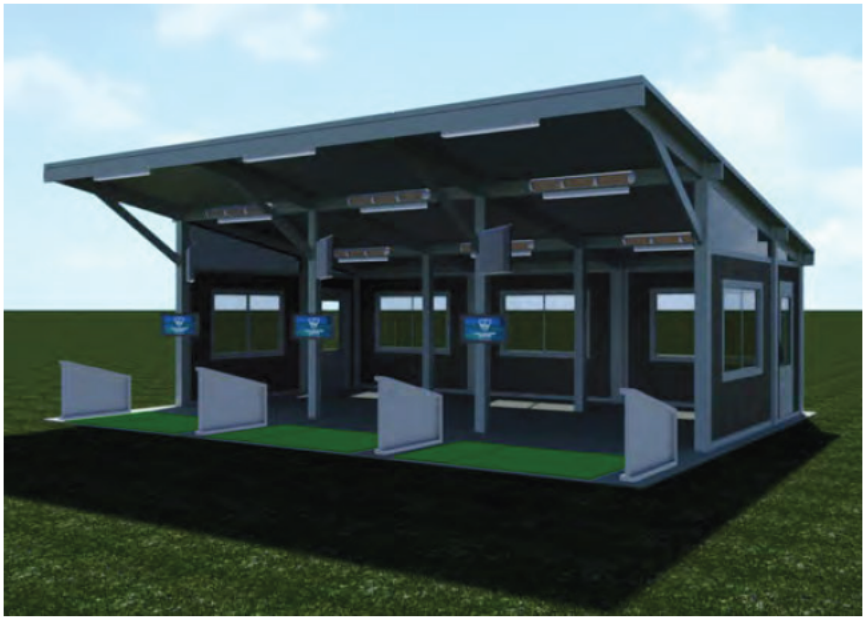
Below is a summary of the anticipated capital investment projects:

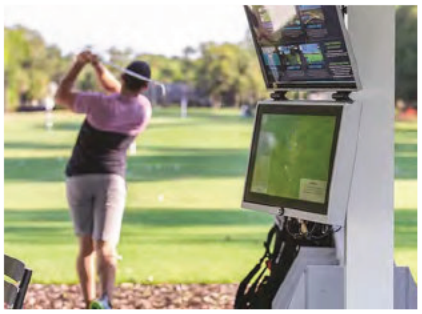
1) DRIVING RANGE EXPANSION & RENOVATION

CATEGORY: *Driving Range*
TIMELINE: *Year 1*
COST ESTIMATE: *$1,200,000*

To elevate the practice facility into a true year-round destination, Ocoee Golf Holdings will add 20 upgraded driving range bays, each equipped with advanced technology, overhead lighting, and comfortable seating to enhance both daytime and evening use. These bays will be designed to support interactive ball-tracking systems and digital game play, appealing to golfers of all skill levels as well as recreational users seeking a more social, engaging experience. The project also includes the installation of new range targets to support instructional programming and player development, as well as an extension of the range netting along the perimeter to ensure safety—particularly along adjacent roadways. These enhancements will transform the driving range into a signature feature of Ocoee National Golf Club, offering a dynamic blend of entertainment and training that drives usage, revenue, and community appeal.












DAY 1
DAY 2







2) CLUBHOUSE PATIO EXPANSION & OUTDOOR F&B ACTIVATION

CATEGORY: *Driving Range & Clubhouse*
TIMELINE: *Year 1*
COST ESTIMATE: *$300,000*

To elevate the golfer experience and meet anticipated increases in food and beverage demand, Ocoee Golf Holdings will invest $300,000 to transform the existing clubhouse patio into a modern, activated outdoor F&B zone. This expanded space will serve as a central hub for casual dining and social gathering, featuring a dedicated food truck pad, modular outdoor bar, upgraded patio seating, and ambient lighting—all designed to create an inviting, flexible environment for golfers and community visitors alike. Strategically located to serve guests on the driving range, making the turn, or relaxing post-round, the space will encourage dwell time and significantly enhance F&B revenue potential.

The project also anticipates necessary upgrades to restroom capacity and ADA-compliant access, ensuring the facility remains inclusive and functional as traffic grows. Beyond its functional benefits, this new social zone will serve as a signature “hang spot” at Ocoee National Golf Club—complementing the technology-driven range experience, hosting events and gatherings, and positioning the facility as a year-round destination for both golf and leisure.









3) NEW IRRIGATION SYSTEM

CATEGORY: *Golf Course*
TIMELINE: *Year 2*
COST ESTIMATE: *$3,500,000*

A top priority in Ocoee Golf Holdings' capital improvement plan is the complete replacement of the existing irrigation system, with a dedicated investment of $3.5 million. A modern, efficient irrigation system is essential to improving turf health, playability, and long-term sustainability at Ocoee National Golf Club. The new system will feature state-of-the-art central controls, individual head coverage, and water-saving technologies that allow for precise management of turf conditions across greens, fairways, tees, and roughs. This investment will dramatically improve course conditioning, reduce water usage, and lower long-term maintenance costs—supporting both environmental stewardship and exceptional player experience. In addition, a modern irrigation infrastructure will enhance agronomic flexibility, supporting future course enhancements and ensuring consistent quality year-round.

4) CLUBHOUSE REPAIRS & IMPROVEMENT

CATEGORY: *Clubhouse*
TIMELINE: *Year 1*
COST ESTIMATE: *$175,000*

CLUBHOUSE ROOF REPAIRS – $50,000

To address existing water intrusion and preserve the structural integrity of the facility, Ocoee Golf Holdings will allocate $50,000 to perform targeted roof repairs on the clubhouse. This work will address active leaks, prevent further damage to interior finishes, and ensure the building remains safe, dry, and functional for staff and guests.

CLUBHOUSE INTERIORS REFRESH – $50,000

In tandem with structural repairs, an additional $125,000 will be invested in a cosmetic interior refresh of the clubhouse to elevate the overall guest experience. This includes new carpeting, updated furniture, fixtures, and equipment (FF&E), and minor layout enhancements to create a more welcoming and functional environment. These upgrades are designed to align the interior atmosphere with the elevated outdoor amenities and practice areas, reinforcing a cohesive, modern brand identity throughout Ocoee National Golf Club.

5) NEW FLEET OF MAINTENANCE EQUIPMENT

CATEGORY: *Golf Course*
TIMELINE: *Year 1*
COST ESTIMATE: *$1,500,000 - Operational Expense*

Ocoee Golf Holdings will invest $1.5 million in a new, state-of-the-art fleet of maintenance equipment to support the ongoing care and operational excellence of Ocoee National Golf Club. This upgraded fleet will include modern mowers, utility vehicles, turf care machinery, and specialized equipment designed to improve efficiency, enhance turf quality, and reduce downtime. By equipping the maintenance team with advanced tools and technology, the club will ensure superior course conditions year-round, optimize labor productivity, and support sustainable agronomic practices critical to the long-term success of the facility. This new maintenance equipment fleet will be acquired through an operating lease financed over a 60-month term, allowing for manageable capital expenditures while ensuring the latest technology and equipment remain in use throughout the lease period.

FUTURE CAPITAL PROJECTS - TO BE CONSIDERED

In addition to the committed $5.25 million capital improvement plan, Ocoee Golf Holdings has identified a series of future enhancement projects that will further elevate Ocoee National Golf Club to a superior competitive and recreational level. These projects are contingent upon securing additional funding beyond the baseline capital commitment and are intended to drive continued facility improvement, player experience, and long-term value.

To incentivize additional investment, Ocoee Golf Holdings proposes that for each incremental $1 million invested above the initial $5.25 million, the lease agreement term will be automatically extended by four years, providing mutual benefit and a strong alignment of interests for long-term facility stewardship.

Potential future projects under consideration include:

- Greens replacement and renovation
- Maintenance facility expansion
- Wash station installation
- Bunker restoration and redesign
- Course-wide drainage improvements
- Regrassing of tees, fairways, and rough areas
- New tee construction
- Cart path repairs and upgrades

These projects will be prioritized based on available capital and operational needs, and will be pursued through a combination of grants, sponsorships, private donations, and reinvested revenues. Ocoee Golf Holdings remains committed to transparently evaluating and implementing these enhancements to ensure Ocoee National remains a premier golf destination.

GOALS AND OBJECTIVES

REIMAGINING A COMMUNITY GEM AS "OCOEE NATIONAL"

Just minutes from Orlando's world-class theme parks, Occoee National will marry top tier golf training and family vacations. By re-launching the property, we signal a bold new era—one that invites visitors from across the Southeast, Latin America, and beyond to experience a next level golf instructional experience. A new name and focus, will elevate the Forrest Lakes golf experience and celebrate community pride in its premier destination status.

OPERATIONAL PARTNERSHIP WITH TROON

At the operational core of Ocoee Golf Holdings' plan is a strategic partnership with Troon, the world's leading golf course management, development, and marketing company. With a global portfolio of over 940 properties—including more than 150 municipally owned facilities—Troon brings unparalleled expertise in course operations, agronomy, capital improvement planning, and customer experience. Troon's involvement ensures that Ocoee National Golf Club will be professionally managed to the highest industry standards from day one, with proven systems for financial oversight, staffing, programming, and marketing. The partnership also unlocks access to Troon's national network of instructors, tournament infrastructure, vendor relationships, and loyalty programs—positioning Ocoee National as not just a great local course, but a recognized regional destination. Together, Ocoee Golf Holdings and Troon offer a best-in-class operational foundation with the vision, capacity, and experience to successfully execute every aspect of the project.

THE LPGA HALL OF FAME & DEVELOPMENT CENTER

Occupying the eastern wing of the new clubhouse, the 10,000 sq ft Hall of Fame will serve as both museum and incubator:

- Immersive Storytelling: As guests progress along a timeline corridor, life-size holograms of Mickey Wright, Betsy Rawls, and Patty Berg will recount pivotal moments. Touch-screen stations will invite visitors to "walk in the shoes" of founding members through archival footage, while a "Design Your Own Course" VR experience—built in partnership with the LPGA's tech team—will let patrons experiment with routing and hazards.
- Living Lab: A glass-walled "Prototyping Studio" will showcase emerging golf-equipment concepts, giving local high-school STEM groups and visiting engineers a place to test new shaft materials or green-speed technologies.
- Signature Retail: The Ocoee National × LPGA pro shop will feature limited-edition "Founders Series" apparel, autographed memorabilia vaults, and a custom club-fitting bay powered by TrackMan. Monthly "Members' Preview Nights" will showcase new product launches, driving incremental off-season retail revenue.

KYLE BERKSHIRE PERFORMANCE ACADEMY

Just steps from the Hall of Fame, our academy will become a mecca for players hungry to add distance and skill:

- Curriculum: In addition to "Power & Precision" modules—focusing on biomechanics, launch-angle optimization, and mental visualization—we'll offer advanced "Tour-Ready" boot camps, complete with on-course strategy sessions and fitness-based optimization training.
- Facilities: Three multi-directional landing pads for long-drive practice, a heated short-game arena for year-round work, and an indoor "Impact Lab" with motion-capture cameras and force-plate analysis.
- Ambassador Series: Quarterly "Berkshire Takes Over" weekends, where Kyle hosts live exhibitions, player Q&As, and pop-up long-drive contests open to academy alumni. These events will generate both earned media coverage and premium guest fees.

PREMIER TOURNAMENTS THAT STEAL HEADLINES

Our event portfolio will be a year-round showcase:

- **Founders Cup:** A five-day LPGA-sanctioned championship held annually, featuring broadcast partnerships with Golf Channel and international streaming rights. VIP hospitality tents, on-grounds fan villages, and a philanthropic "Scholarship Gala" will deepen community ties and unlock corporate sponsorships from Fortune 500 brands.

- **Celebrity Invitational:** A scramble tournament that will pit A-list actors, musicians, and pro athletes against social-media stars. Customized "Challenge Holes" (e.g., a glow-in-the-dark par-3) will draw TV ratings and social clips.

- **Influencer Cup:** A fall weekend where top golf-content creators live-stream pro-am action from custom "Creator Cabanas," complete with high-speed Wi-Fi, mobile editing suites, and branded backdrops—turning Occoee National into a viral hotspot.



FAMILY-FIRST HOSPITALITY AND EXPERIENCES

- **Vacation Integration Packages:** Collaborations with Hilton and Marriott will populate "Golf & Play" bundles into their booking portals. Families can add 4-hour golf experiences—complete with greenside snacks, youth golf clinics led by PGA instructors, and on-course "Adventure Zones" (geocaching meets golf)—to their park tickets.

- **Junior & Family Camps:** During summer and school breaks, the course will host immersive 3- to 5-day camps. Mornings will focus on skills, afternoons on friendly competitions, and evenings on LPGA film screenings under the stars. Camp alumni will receive branded gift packs and discounted future stays.

- **Childcare Innovated:** A supervised "Little Links" play area—staffed by certified childcare professionals—will allow parents to play uninterrupted, confident their 3–8 year-olds are enjoying golf-themed crafts, mini-putt courses, and healthy snacks.

A COURSE DESIGNED FOR EVERY GOLFER—ESPECIALLY WOMEN

At Ocoee National, inclusivity isn't an afterthought—it's integral to our course design philosophy. For the first time in this region, we will add thoughtfully placed, golf-specific women's tees and routing that honor the female golfer's swing characteristics and course strategy needs:

- **Custom Teebox Placement:** Working with top LPGA course-routing consultants, we'll identify ideal landing zones and sightlines for women's drives—placing forward tees on risk/reward par 4s and adjusting approach angles to greens.

- **Optimized Yardages & Slope Ratings:** Tees will be calibrated so that every par-3, par-4, and par-5 plays to its intended challenge—yielding a Yardage/Slope combination that emphasizes shot-making over length without sacrificing strategy.

- **Visual & Wayfinding Enhancements:** Discreet but elegant repainting of yardage markers, welcome signage, and tee-marker designs will ensure female players feel immediately at home, while still preserving the visual coherence of the overall course.

- **Men's Experience Preserved:** All original championship tees and classic routing will remain intact, ensuring that male members and visitors continue to enjoy the full course challenge. Occoee National thus becomes a rare "dual-personality" golf experience—equally compelling for both men and women.

By pioneering a course layout that truly understands the women's game, we not only set a new regional standard but also enhance our appeal as an LPGA-sanctioned venue, reinforcing our long-term goal of hosting the Founders Cup.

THE NATION'S PREMIER JUNIOR TRAINING DESTINATION

Building on our LPGA Hall of Fame & Development Center and the Kyle Berkshire Performance Academy, Occoee National will launch a top-tier junior training program—the strongest in the country—by integrating:

- **LPGA-Led Junior Curriculum:** Co-developed with the LPGA's education arm, our "Next-Gen Founders" program will focus on fundamentals, course management, and competitive preparedness. Graduates will receive automatic entry into regional qualifiers and scholarship opportunities.

- **Berkshire Distance & Skills Track:** A specialized track within the Kyle Academy where juniors learn long-drive mechanics, short-game artistry, and mental resilience directly from Kyle Berkshire and his team—an offering unmatched anywhere else.

- **Mentorship & Pathway Partnerships:** Formal mentoring relationships with LPGA touring professionals and collegiate coaches will provide pathway visibility—guiding elite juniors toward college scholarships and professional aspirations.

- **Family Integration:** Parents can observe or participate side-by-side with their children in "Family Tee Time" clinics—reinforcing our commitment to multi-generational golf experiences.

With these enhancements, Ocoee National won't just teach the next generation of golfers—it will cultivate future champions, strengthen our LPGA partnerships, and further distinguish the property as a year-round destination for families, enthusiasts, and elite athletes alike.



MARKETING OVERVIEW

As background, Troon-managed facilities consistently outperform the industry on all major metrics: rounds, revenue, membership sales, and the like. This is a credit to a sales-oriented culture focused on revenue generation for our facilities, combined with Troon programs and one of the largest golf management digital footprints that keeps our facilitates and the Troon brand “top of mind” with golfers around the globe.

Our brand identity is reinforced by the numerous honors and recognition for our managed facilities and supported by cutting-edge innovation. Troon also utilizes customized sales strategies and processes, proactive public relations, targeted email marketing, and digital media strategies for individual golf facilities geared to capture the local market. These creative and innovative efforts, combined with the power of the Troon brand and programming, enable Troon-managed facilities to grasp an enhanced market share, translating into financial success.

PROCESS & FOCUS AREA

A well-organized roadmap prevents ineffective reactionary marketing. Our marketing team will reduce to writing what is crucial, at a high level, to meet one or more business objectives for Ocoee National and a time frame for achievement. Our plan – a.k.a. “Ocoee National Revenue Playbook” – details how Ocoee National’ brand is positioned and strategy is executed. Following the analysis of historical and competitive set data, we will schedule activities and tasks, roles and responsibilities and budget. The strategy is discussed with and approved by the City. As the plan is in progress, we constantly measure campaign effectiveness against key performance indicators.



SALES FUNDAMENTALS

REVENUE MANAGEMENT

DIGITAL MARKETING

SALES FUNDAMENTALS

GROWTH FOCUS

Without new customers, nurtured for extended periods of time, business is poised to be flat. That's why we proactively operate under a "Revenue Generation" thesis – leveraging people-, behavior- and technology-driven stimuli to grow repeat rounds as well as introduce beginners and inspire lapsed golfers to return to the game.

GUEST ACQUISITION

Troon's Marketing Team will establish measurable, effective, and guest-focused Acquisition Programs that attract NEW guests for Ocoee National. Acquisition tactics serve the same goal – to attract NEW guests via focused strategies that best target the message to appropriate guest segments by product/service, geography, and guest type. These programs and efforts will be tracked in Ocoee National's revenue playbook, which includes the details and effectiveness of promotion, event, and campaign.

GUEST RETENTION

Acquiring new guests is only half the equation. Keeping them coming back is the key to growth and sustainability. For Ocoee National, Troon will design, execute and measure several programs to inspire and lock-in longtime loyalties, including:

- Our data scientists utilize our proprietary data analytics software to analyze Ocoee National individual guest behavior trends, unique purchasing habits, play history and anticipated "steady state" future value.
- We analyze potential marketing strategies designed to create loyalty programs which encourage guests to play Ocoee National with increased frequency. One option is to establish accounts for guests (e.g., reward card or frequent player program) whereby value-added benefits are achieved as play frequency and / or spend amount increase. Typically, this reward system is automated and purchasing data derived is used to identify upsell opportunities. Revenue is often generated up front and guests feel appreciated and special.

TROON REWARDS





TECHNOLOGY & TOUCH

A well-organized sales process will attract Ocoee National new customers, win their business, provide upsell opportunities and, ultimately, generate previously untapped and incremental revenue.

PROCESS

Troon has heavily invested in a business development system to manage relationships and interactions with current and potential guests. Our advanced Customer Relationship Management platform ("CRM") is easy to use in helping Ocoee National stay connected to guests throughout their lifecycles, streamline productivity and improve profitability. Guest contact information, as well as their behaviors, interests and buyer status are stored in one central location.

TRAINING

We blend technology with a personal touch based on “people-buy-from-people” reality. Support will be provided to the Ocoee National team (top to bottom) about how to interact with guests, gain their trust and confidence, and translate those connections into revenue. Online learning modules, including video enactments, and consistent role playing contribute to best practices and allow personalities to shine so marketing doesn’t feel like marketing to guests.

CAMPAIGNS / COMMUNICATIONS

Amazing content – subjective and objective – is the ultimate connector between brands and buyers. Troon specializes in marrying strategic objectives with visual assets to create eye-catching, unique campaigns and collateral for Ocoee National. Templates are catalogued on our proprietary Design on Demand platform for easy access and customization. Material formats include flyers, e-mail templates, postcards, table tents, digital ads, social posts and more. We often utilize the power the video, as well.



MARKETING OVERVIEW

DIGITAL MARKETING

Troon managed facilities benefit from a foundational support structure that drives results, leverages technology, automation, process management and scale so that operators and front line associates can focus first on the operation and the guest experiences. Troon employs and executes data driven, revenue focused marketing campaigns at scale that match the facility's needs to the appropriate level of support. Every marketing process is supported by a team of Directors of Sales & Marketing, Marketing Coordinators and an expert Digital Marketing team.

ONLINE REPUTATION

- Aggregation Facebook, Google, Yelp and GolfAdvisor reviews and delivery to key stakeholders
- Automated responses to 4/5 star reviews
- Dynamically populated latest 5 star review website widget
- Online reputation benchmarking versus competitive set
- Includes utilization of Review Trackers technology customized to serve the golf industry

SOCIAL MEDIA

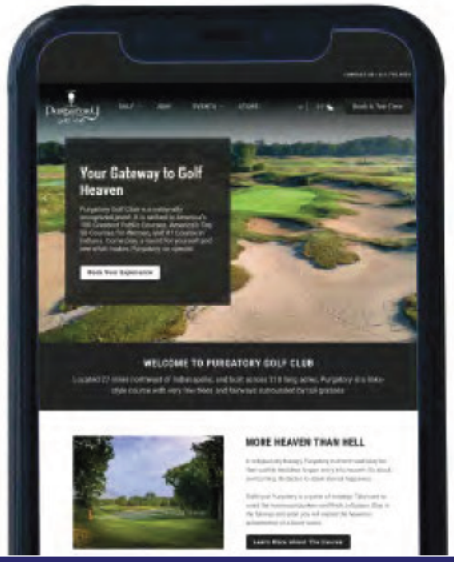
- Individual social media trainings and strategy development
- Automated posting of evergreen social media content calendar
- Controlling access and permissions for facility associates and social media admin management
- Detailed customizable reporting on social channel performance and growth
- Subscription to Hootsuite management tools included

SEACH ENGINE OPTIMIZATION

- Annual SEO site health score
- Detailed issues affecting search and opportunities for improvement

PROJECT MANAGEMENT

- Web based marketing execution plan
- Calendar and campaign status reporting
- Issue submission, tracking and visibility
- Associate tools access for onboarding and offboarding

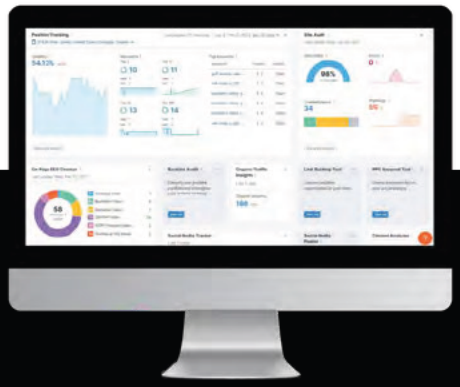


FACILITY WEBSITE DESIGN & LAUNCH

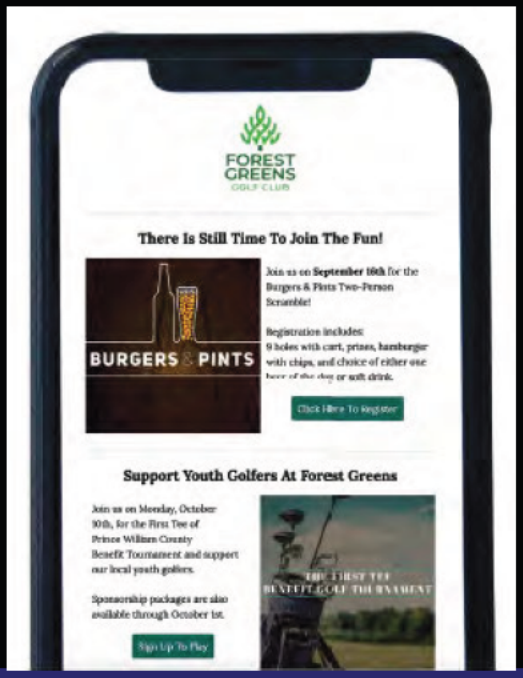
- Website build, hosting, maintenance and
- SSL security
- All content updates and technical support
- Daily SEO performance tracking and implementation of improvements
- Web traffic acquisition and conversion reporting
- Online e-commerce store
- Event Management tools

PAID DIGITAL ADVERTISING (PPC/SEM)

- Discovery and strategy development
- Keyword research, campaign execution







MOBILE APPLICATION

- Via Gallus Golf, development and creation, training and management of a course specific mobile application, available on Apple Store and Android Market
- Features include: tee time booking, virtual caddie (GPS), electronic scoring, stat tracking, loyalty, rewards and punch card, offer locker specials, geo-fenced push notifications & more

EMAIL MARKETING

- Via IBM's Acoustic Enterprise tool, custom email building and deployment to deliver professional, branded emails to your target audiences
- Automated email engagement campaigns
- Database management, segmentation and performance reporting
- Automated and customized customer experience surveying

53.3% Mobile devices generate 53.3% of global internet traffic. Maintaining a professional "digital footprint" is more important than ever before.

MARKETING OVERVIEW

REVENUE MANAGEMENT

Troon will provide access to our dedicated team with experience in golf, hotel and airline revenue management that focuses on creating a custom approach that helps you reach your goals. Our analytical approach uses your data, your comp set and your goals to find ways to increase rounds, revenue, average rate and revenue per available round (RevPAR) in the most granular way possible.

TROON REVENUE MANAGEMENT

PROCESS & FOCUS AREA

Our approach starts with data, works towards a dynamic goal and stays reactive by understanding the changes to demand. We view ourselves as an extension of the staff focused on driving results directly to your club. All clubs are different and our team will use tools and techniques specific to Ocoee National to ensure profitability.

To create an impactful program for Ocoee National, our revenue management will focus on the following:

DATA ANALYSIS	PLAN CREATION	REPORTING
• 3+ Years of Data • Dashboard Views • Day of Week / Hour / Month Views • Pace Reports • Fee Mapping • Mix of Business Changes	• You're in control • Budget focused • Granular mini-plans • Focused on rounds & ADR for revenue • Ancillary spend • Optimize mix	• Bi-Monthly Calls • Month End Reporting • Breakdown of Rounds • Pace Information • Plan Adjustments • Reporting on Owners • On Demand Reporting

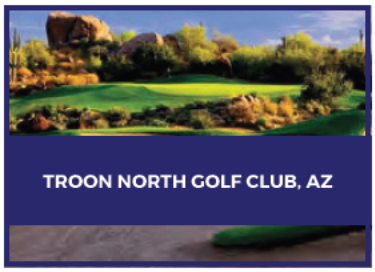




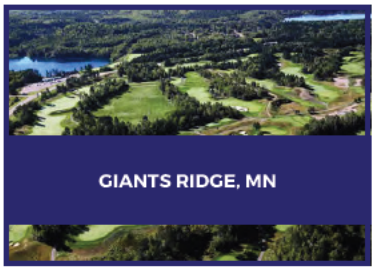
TROON ACCESS

Troon Access is Troon's newly revamped membership program, offering an enhanced experience for golf enthusiasts by replacing and improving upon the long-standing Troon Card. Designed to be simpler and more rewarding than ever, Troon Access provides members with exclusive benefits at over 150 world-class golf courses, including discounted tee times, guest passes, and special offers on merchandise. Members also enjoy access to exclusive perks and partner offers, delivering exceptional value and variety. For more information, visit **TroonAccess.com.**

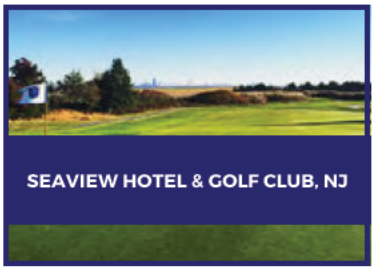












Compare Plans

	ACCESS $249/yr JOIN ACCESS	ACCESS+ $399/yr JOIN ACCESS+
Unlimited 15% off standard tee times rates*	✓	✓
Access 150+ Troon courses	✓	✓
3 Guest Passes	✓	✓
Exclusive partner perks & offers	✓	✓
Access to Member-Only events	✓	✓
Save up to 50% (average 30-35%) on tee times within 78 hours*	✗	✓

TROON REWARDS

Troon Rewards is Troon's premier loyalty rewards program. Troon Rewards is simple – the more you play, the more you save! Members earn one point for every dollar spent on golf fees, instruction fees and club sponsored clinics, as well as merchandise at participating daily-fee Troon facilities. Please visit www.TroonRewards.com for full details and watch Troon Ambassador Cheyenne Woods explain the full advantages of Troon Rewards!

TROON REWARDS®

BENEFITS FOR FACILITIES

- Draw Upon Troon Golfers Nationwide
- Free Promotion Through Emails and Marketing
- Increased Data Collection From Loyal Golfers
- Incentivizes Golfers to Play "within the Troon Family"

BENEFITS FOR GOLFERS

- Earn Complimentary Rounds From Points
- Combine Points and Cash at Troon Courses
- Elite Status Earns Additional Discounts on Merchandise
- Receive Special Offers to Exclusive Events





COURSE MAINTENANCE

The National Golf Foundation's annual survey of golfers shows course conditions are the No. 1 reason one course is played over another. It's an expectation that, when not met, means courses experience considerable "one-and-done" patronage. And it confirms the fact that product perfection equates to favorable price-value relationship.

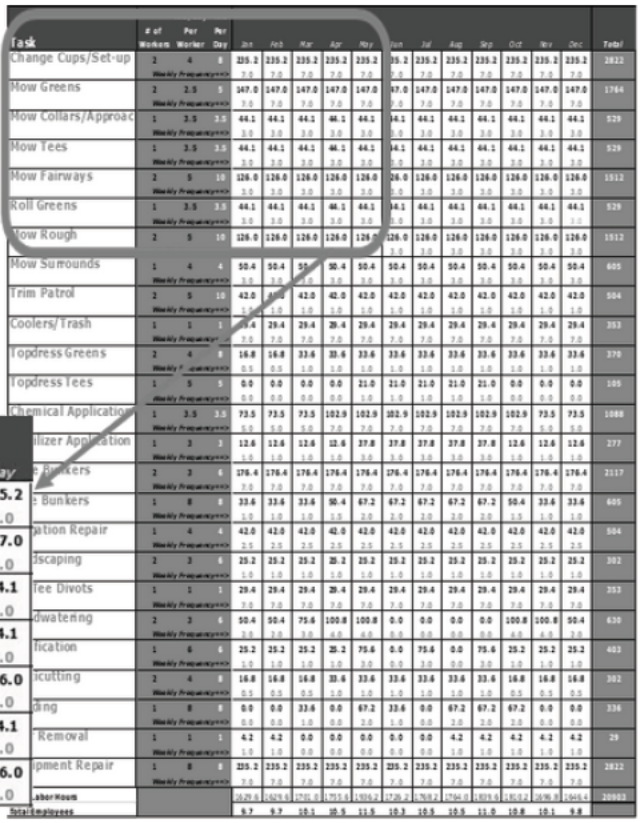
OUR MANDATE

Troon's agronomy team is highly educated, skilled and determined to deliver outstanding playing experiences to each guest daily. Our guest-centric approach is more than simply growing grass. Focus is also on healthy turf, eco-sustainability and keen attention to detail across the total acreage. This is in concert with a reasonable budget required to impress golfers time and time again and earn their positive word of mouth. Commitments to excellence from the golf course superintendent and others on the maintenance crew lead to efficiencies in staffing and a high-quality, enviable end-product.

STRATEGY & PLAN

For Ocoee National, a written agronomic plan will establish short-term and long-term goals, taking into account the maintenance and business needs of the facility. They will align with course upkeep tactics along a clear schedule (e.g., over-seeding, aeration, etc.) for quality assurance measures. The conditioning blueprint accounts for seasonality yet is flexible to meet nuances in weather

Task	# of Workers	Hrs/Day Per Worker	Hrs Per Day	Jan	Feb	Mar	Apr	May
Change Cups/Set-up	2	4	8	235.2	235.2	235.2	235.2	235.2
	Weekly Frequency==>			7.0	7.0	7.0	7.0	7.0
Mow Greens	2	2.5	5	147.0	147.0	147.0	147.0	147.0
	Weekly Frequency==>			7.0	7.0	7.0	7.0	7.0
Mow Collars/Approac	1	3.5	3.5	44.1	44.1	44.1	44.1	44.1
	Weekly Frequency==>			3.0	3.0	3.0	3.0	3.0
Mow Tees	1	3.5	3.5	44.1	44.1	44.1	44.1	44.1
	Weekly Frequency==>			3.0	3.0	3.0	3.0	3.0
Mow Fairways	2	5	10	126.0	126.0	126.0	126.0	126.0
	Weekly Frequency==>			3.0	3.0	3.0	3.0	3.0
Roll Greens	1	3.5	3.5	44.1	44.1	44.1	44.1	44.1
	Weekly Frequency==>			3.0	3.0	3.0	3.0	3.0
Mow Rough	2	5	10	126.0	126.0	126.0	126.0	126.0
	Weekly Frequency==>			3.0	3.0	3.0	3.0	3.0







conditions, golfer traffic, potential capital expenditures and other variables. We will strictly adhere to an approved budget consistent with standards and metrics within Ocoee National agronomic plans.

“Man-in-Motion” labor analysis aids our superintendents in creating efficient and effective budgets. Troon benchmarks each agronomic plan against similar facilities in our portfolio to identify areas of opportunity.

In addition to labor analysis, the Troon agronomic plan includes a chemical and fertilization schedule with integrated budget calculators based upon application frequency, product cost, and treated acreage.

CORE CULTURAL PRACTICES

Troon will leverage its talent and resources to properly care and produce impressive playing conditions at Ocoee National. Obtaining a healthy strand of turfgrass is accomplished through a myriad of strategies and tactics governing common surface and sub-surface (growing medium) variables.



IRRIGATION



MOWING



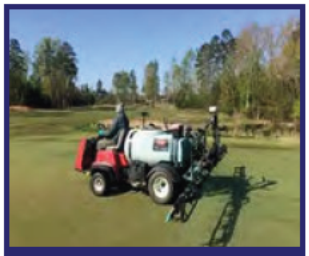
AERIFICATION



ROLLING



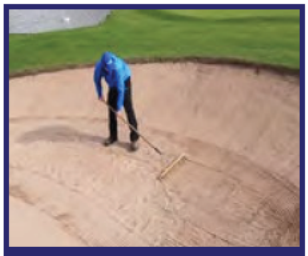
TOPDRESSING



FERTILIZATION



WEED CONTROL



DETAIL WORK

TEAM

Troon is extremely selective in employing highly qualified golf course superintendents. They must hold passion for satisfying guests and an unwavering pride in performance. They must also be leaders with command over "what great looks like and plays like" based on where Ocoee National is positioned in the market.

SUPPORT, ACCOUNTABILITY & OUTCOME

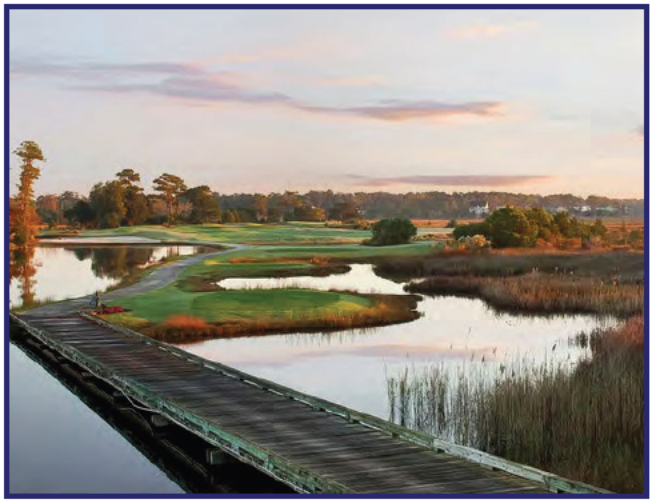
The superintendent at Ocoee National, in tandem with the on-site management team, benefit from hands-on support of a Troon Regional Director of Agronomy. Periodic site visits yield a "Manager's Report" with course and property photos as well as a detailed narrative of agronomic activities, conditions, action plans, resources, timelines and metrics, and will be shared with the City. This level of support promotes healthy turfgrass, exceptional playability, an aesthetic "wow" and, most important, guest satisfaction – all with "bang-for-the-buck" efficiency.



"Our commitment to agronomic excellence is achieved when sustainability, economics and environmentalism are embraced. We utilize proven techniques, enabling us to create the most celebrated playing surfaces in the world. Golf course conditioning is an ongoing effort, focused on achieving an optimal visual appearance, while maintaining excellent turf health. We continue to refine our agronomic practices to ensure that our team produces a product that is fiscally responsible, operationally sustainable and appealing to golfers, all in a way that efficiently conforms to the financial framework of our clients."

DAVE NICHOLLS
SVP, SCIENCE & AGRONOMY







FOOD & BEVERAGE

Troon is skilled in the professional management and operation of appealing, high-quality and profitable food-and-beverage outlets. They span fine dining, casual restaurants, indoor and outdoor grills, banquets, snack bars, pool cabanas, on-course gazebos and beverage carts at golf courses, country clubs, resorts and residential communities of myriad shapes and sizes.

Fueled by entrepreneurial spirt and validated by data, Troon's adaptability to distinct audiences, physical opportunities and limitations, and other variables separates us from most other F&B operators. While we don't take a cookie-cutter approach, our proven F&B systems, procedures and activities will provide a foundation toward achieving the Ocoee National' desired goals. Our approach – a mix of standard and custom –follows:

ANNUAL PLAN

Troon's initial phase centers on discovery work. We will access and analyze Ocoee National' historical F&B activities, demographics and psychographics for strengths, weaknesses, opportunities, threats and overall performance. This will inform our strategies and recommendations for Troon's corporate and regional leadership, in collaboration with Ocoee National on-site managers, to develop a written, annual plan for Ocoee National' food-and-beverage operation. Components include:

- Buying Plan
- Marketing and Sales Program
- Operations policies and procedures manual
- Staffing and Labor analysis formula
- Guest services guidelines
- Safe food beverage handling techniques
- Kitchen procedures
- Cooking and presentation training
- Alcohol service training
- Short- and long-term capital planning

Ocoee National' buying plan will cover food, beverages, supplies and equipment. Appropriate selection and quantities of items are purchased throughout the year, and inventory levels are carefully managed and accounted for (at a minimum) monthly.

A marketing and sales roadmap is critical to the plan. To this end, we will drive Ocoee National' F&B a la carte and group business using Troon's proven sales management system, including prospecting, relationship building, sales closing and fulfillment.

SAMPLE MENUS



Caloosa CLUB

- CAPEROYALGOLFCLUB.COM -
239-283-5522 ext. 4

Menu

- SHAREABLES -

Seared Ahi Tuna — 12
Seasoned And Seared Ahi Tuna Drizzled With A Ginger Sesame Aioli & A Pineapple Soy Glaze

Coconut Shrimp — 9
Breaded Coconut Shrimp Fried Golden Brown, Served With a Thai Chili Dipping Sauce

Pretzel & Beer Cheese — 8
Salted Jumbo Pretzel Served With An IPA Beer Cheese For Dipping

Buffalo Cauliflower — 6
Poached Cauliflower Lightly Floured And Fried Tossed With Buffalo Sauce And Topped With Blue Cheese Crumbles

Duck Fat Popcorn — 5
Popcorn Popped In Duck Fat Then Tossed In Truffle Oil & Grated Parmesan Cheese

Nacho Bites — 10
Corn Tortilla Topped With Black Beans, Pico de Gallo, Shredded Chicken, Cheddar Cheese & Jalapenos Served With Sour Cream & House Made Salsa

Chicken Quesadilla — 10
Shredded Chicken, Sautéed Peppers & Onions, Cheddar Jack Cheese, Flour Tortilla. Served with Sour Cream & House Made Salsa

Onion Haystack — 6
Thin Sliced Onions Soaked In Buttermilk and Tossed in Seasoned Flour And Fried. Served With Texas Petal Dipping Sauce

Fried Pickles — 6
Sliced Pickle Chips Tossed In Seasoned Flour And Fried. Served With House Made Ranch Dipping Sauce

Jalapeno Poppers — 7
Fried Cream Cheese & Cheddar Stuffed Jalapeno Served With Ranch Dipping Sauce

Pimento Cheese & Crackers — 6
House Made Pimento Cheese, Pickle Chips & Giardiniera Served With Everything Crackers

Hummus Platter — 7
Hummus, Pita Chips, Sliced Cucumbers, Celery, Olives & Roasted Red Peppers

- SOUPS -

Cup Of Chili — 3
Bowl Of Chili — 5
Cup Of Soup du Jour — 3
Bowl Of Soup du Jour — 5

- FROM THE GARDEN -

The Caloosa Chop — 12
Mixed Greens, Sliced Turkey, Sliced Ham, Parmesan Cheese, Shredded Cheddar Jack Cheese, Tomato, Cucumber, Red Onion, Kalamata Olives Tossed In White Balsamic Vinaigrette Topped With Pepperoncini

Salmon BLT — 16
Grilled Salmon, Rested On A Bed Of Fresh Field Greens With Grape Tomatoes, Chopped Bacon, & Sliced Hard Boiled Egg & Drizzled With Balsamic Glaze

Caesar — 9
Chopped Romaine Lettuce, Parmesan Cheese, Croutons, Tossed In Caesar Dressing

Southwestern Chicken — 12
Chopped Romaine Lettuce, Grape Tomatoes, Corn & Black Bean Salsa, Sliced Avocado, Drizzled With Chipotle Ranch, Topped With Crispy Tortilla Strips

- Add On -
- Grilled Chicken 3 | Grilled Shrimp 5 | Seared Salmon 7 -

- WINGS & BASKETS -

Buffalo Wings — 12
One Pound Of Bone-In Wings Naked Tossed In Choice Of Mild, Hot, BBQ, Thai Chili, Or Garlic Parmesan Served With Celery Sticks And Choice Of Blue Cheese Or Ranch

Boneless Wings — 9
Half Pound Of Boneless Wings Breaded Tossed In Choice Of Mild, Hot, BBQ, Thai Chili, Or Garlic Parmesan Served With Celery Sticks And Choice Of Blue Cheese Or Ranch

Tender Basket — 10
Half Pound Of Breaded Chicken Tenders Served With French Fries, Cole Slaw, And Celery Sticks

Shrimp Basket — 15
Half Pound Of Beer Battered Shrimp Served With French Fries, Cole Slaw, Lemon Wedges & Cocktail Sauce

Fish Basket — 12
Fresh Atlantic Cod Beer Battered Served With French Fries, Cole Slaw, Lemon Wedges & Tartar Sauce

- Lunch Menu Available From 11:00am To Close Daily -
- Dinner Entrees Available From 4:00pm To Close Daily -
- Consuming Raw or Undercooked Meats, Seafood, Shellfish, Eggs, Or Poultry, May Increase Your Risk Of Foodborne Illness -

SAMPLE MENUS

- HANDHELD -

- All Handhelds Served With Choice Of French Fries, Cole Slaw, Potato Salad, Or House Chips -

Turkey & Avocado Wrap 10
Sliced Turkey, Lettuce, Tomato, Bacon, Sliced Avocado, Ranch Dressing Served In Choice Of Wheat Or Flour Tortilla

Grilled Chicken Caesar Wrap 9
Romaine Lettuce Tossed In Caesar Dressing With Parmesan Cheese, Sliced Chicken Served In Choice Of Wheat Or Flour Tortilla

Vegetable Hummus Wrap 10
Sautéed Bell Peppers, Caramelized Onion, Sliced Tomato, Spinach, Hummus, Carrots & Drizzled With Balsamic Glaze Served In Choice Of Wheat Or Flour Tortilla

The Caloosa Club 12
Ham, Turkey, Bacon, Lettuce, Tomato, Mayonnaise & Swiss Cheese On Three Slices Of Toasted Bread Of Choice

Classic Rueben 11
Sliced Corned Beef, Swiss Cheese, Sauerkraut, Thousand Island Dressing All Sandwiched Between Two Slices Of Rye Bread

Turkey Rueben Available Upon Request

Blackened Grouper 14
Blackened Red Grouper, Lettuce, Tomato, Sliced Avocado, Topped With A Citrus Corn Salsa And Drizzled With Chipotle Aioli On A Brioche Bun

Philly Cheese Steak 13
Sliced Ribeye, Caramelized Onion, Peppers & Mushrooms, With Melted Provolone Cheese On A Hoagie Roll

Meatball Sub 10
Mama's Meatballs, Marinara Sauce, Provolone Cheese On A Hoagie Roll

- BURGERS -

- All Burgers Served with Choice of French Fries, Cole Slaw, Potato Salad, or House Chips -

The Caloosa Burger 10
1/2# All Beef Patty, Lettuce, Tomato, Red Onion, American Cheese On A Brioche Bun

The Sunrise Burger 12
1/2# All Beef Patty, Lettuce, Tomato, Red Onion, Cheddar Cheese, Bacon, Topped With A Sunny Side Up Egg And Drizzled With Chipotle Aioli On A Brioche Bun

The Bourbon Burger 13
1/2# All Beef Patty, Lettuce, Tomato, Bacon, Cheddar Cheese, Topped With Onion Haystack And A Bourbon Glaze On A Brioche Bun

The Hawaiian 12
1/2# All Beef Patty, Lettuce, Tomato, Caramelized Onion, Grilled Pineapple, Cheddar Cheese & Topped With Pineapple Soy Glaze On A Brioche Bun

Hot As Florida 12
1/2# All Beef Patty, Lettuce, Tomato, Grilled Jalapeno, Pepper Jack Cheese, Topped With Onion Haystack And Chipotle Aioli On A Brioche Bun

Beer Burger 13
1/2# All Beef Patty, Lettuce, Tomato, Grilled Onions and Mushrooms, Topped With Beer Cheese On A Brioche Bun

- Substitute All Beef Patty for Turkey Burger or Beyond Burger for No Charge -

- ENTREES -

- Entrees Are Available From 4:00pm to Close Daily -

- Add A House Or Caeser Salad To Any Entree For $4 -

Seared Sirloin 19
8oz Seared Sirloin, Mashed Potatoes, Roasted Asparagus & Topped With Gremolata

Grilled Rib Eye 23
12oz Grilled Rib Eye, Roasted Fingerling Potatoes, Sautéed Wild Mushrooms & Drizzled With Port Wine Demi

Honey Dijon Salmon 18
Seared Salmon Brushed With Honey Dijon Sauce & Served With Seasonal Risotto, Sautéed Green Beans & Blistered Cherry Tomatoes

Seared Tuna Steak 19
Lightly Seasoned Ahi Tuna, Sesame Sautéed Wild Mushrooms, Wasabi Mash & Topped With A Pineapple Soy Glaze

Pan Seared Lemon Caper Chicken 16
Airline Chicken Breast, Seasonal Risotto, Sautéed Green Beans & Blistered Cherry Tomatoes & Topped With A Rich Lemon Caper Pan Sauce

Cajun Chicken & Shrimp Pasta 17
Sliced Blackened Chicken, Sautéed Shrimp, Peppers & Onions Tossed In Cajun Cream Sauce With Fettuccine Pasta & Served With Garlic Bread

Taste Of Florida Grouper 18
Chef Andrew's Signature Seafood Dish
Charred Corn Puree, Sautéed Greens & Topped With A Citrus Corn Salsa

Mama's Spaghetti & Meatballs 11
House Made Meatballs, Marinara Sauce, Spaghetti Pasta & Served With Garlic Bread

- HEART HEALTHY -

- Options Change Monthly -

Greek Chicken Power Bowl 12
Romaine Lettuce, Grilled Chicken Breast, Grape Tomatoes, Olives, Cucumber, Red Peppers, Feta Cheese, & Hummus

Moroccan Poached Salmon 18
Lightly Seasoned Salmon Poached In White Wine With Lemon & Thyme, Served With Quinoa & Carrot, Topped With Gremolata

Roasted Balsamic Chicken 16
Airline Chicken Breast Marinated In Balsamic & Olive Oil Then Pan Roasted, Served With Roasted Brussels Sprouts And Red Onion

- SIDES -

French Fries, Cole Slaw, House Chips, Potato Salad 3.50

Sweet Potato Fries, Cup Of Fruit 4.50

- SWEET TOOTH -

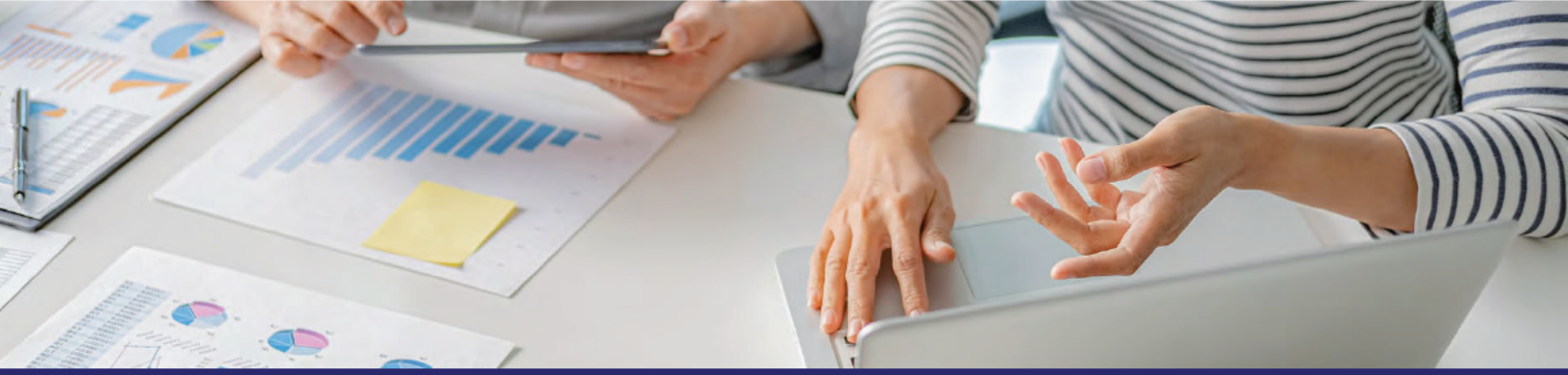
Cobbler 6
Chef Choice Cobbler Topped With Vanilla Ice Cream

Chocolate Peanut Butter Cake 6
Double Layered House Made Chocolate Cake Filled With Peanut Butter Icing Topped With Shaved Chocolate And Peanut Butter Cups

Cheesecake 5
House Made Cheesecake, Please Ask Server For Chef Selection

Swiss Roll 5
Thin Chocolate Sheet Cake Filled With A Vanilla Whipped Cream Filling Then Rolled Up And Sliced, Served With Vanilla Ice Cream

- Lunch Menu Available From 11:00am To Close Daily -
- Dinner Entrees Available From 4:00pm To Close Daily -
- Consuming Raw or Undercooked Meats, Seafood, Shellfish, Eggs, Or Poultry May Increase Your Risk Of Foodborne Illness -



STAFFING & ADMINISTRATION

Hospitality and recreation is a “people” business. Furthermore, guests’ demands and service expectations are at all-time highs. As such, Troon has expended considerable resources recruiting, training and developing top talent.

We call this “human capital.” It is driven by our proprietary performance management system that monitors and assesses job performance, with constructive feedback and goals, to create meaningful ways for employees to reach their potential and grow professionally.

TRAINING & DEVELOPMENT

There are many reasons – notably cultural and career development – Troon attracts and retains the best talent in the industry. The goal of the Learning & Development Team is to provide all managed properties with the resources and training required to meet their goals and visions for the future. We accomplish this by educating and strengthening the associates and leadership base within each property through interactive hands-on training along and additional electronic resources. Facilitating the ability to develop great people are our leading training programs:

Our online university features more than 50 comprehensive training modules for career development. The platform is integrated with our performance management system so that managers can assign training to match goals established during the annual review process.

Our mentorship program was established to identify and support “rising stars” within our organization. Selected mentees are paired with company executives for a six-month program to network, grow, and develop for their next steps with Troon.

Change is constant, which is why Troon supports the continued education of our employees through national and regional meetings. Our meetings allow employees to share best practices and hear from subject matter experts from the PGA, USGA, GCSAA, etc.

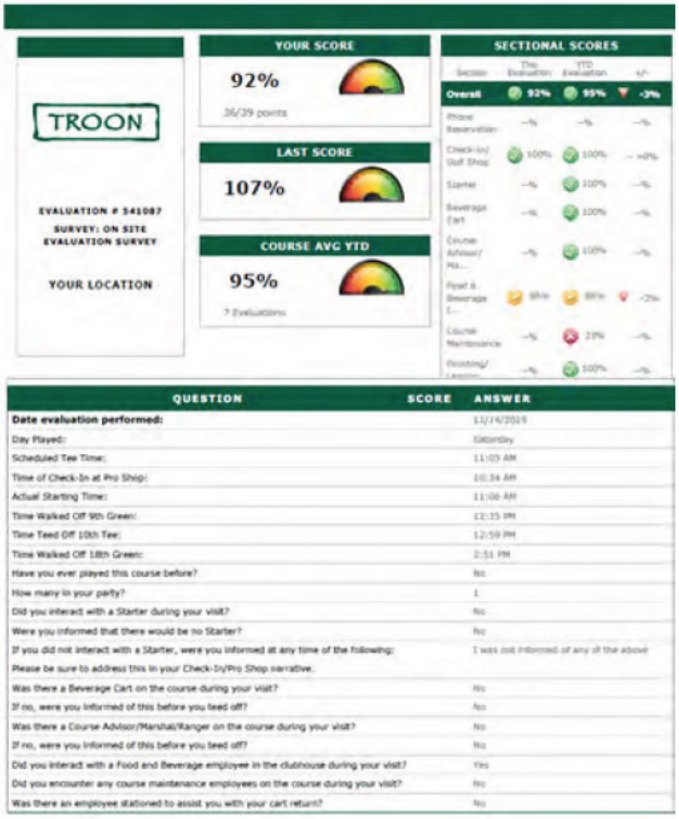
EXPERIENCE TRAINING

Led by a professional "employee trainer," our series of teaching-learning modules illustrate how to carry out Troon's guest vision statement. Guidelines for acceptable and unacceptable behaviors are demonstrated and discussed, as is role playing, for daily execution of best service practices during each interaction – from parking cars to driving away.

We promote empathizing with each guest's personal situation, anticipating and servicing their needs, and then introducing guests to the next portions of their safe and fun journeys, creating positive, seamless experiences throughout.

Formal training sessions are augmented by regular reviews of the Troon guest vision statement, as well as service and behavior standards, in department and all-staff meetings. Timely feedback on observed positive and negative interactions is provided – these are teaching moments, not indictments.

Ocoee National will be subject to Mystery Shopping exercises (as well as guest surveys) anonymously conducted by professional, independent evaluators. Reports are used to further train, incentivize and reward employees.



SERVICE RECOVERY

The occasional dissatisfied customer – whether expressed or largely unknown – needs to be converted into a loyalist. Staff will be taught to subscribe to our **"LAST"** techniques for appropriate service recovery responses.

LISTEN

- Don't interrupt
- Make eye contact
- Show Respect
- Calm and clarify

ACKNOWLEDGE

- Recognize problem
- Apologize
- Empathize

SOLVE

- 100% attention
- Immediate action
- Timely follow-up

THANK GUEST

- Appreciation
- Patience
- Positivity
- Helpfulness

CAREER DEVELOPMENT

Troon is committed to providing internal on-the-job training, mentoring, technical instruction, and professional development of people of all diverse backgrounds. Below are examples of our industry leading programs:

MENTORSHIP

Assessing associates' interests and understanding the areas of improvement they need to work on allows them to be paired with a mentor that is an expert within that space.

TECHNICAL TRAINING

Our Learning & Development Department provides guidance to each department on the effectiveness of technical training materials. Through this process, we ensure all materials are vetted through a diverse and inclusive lens and that all associates receive effective technical training throughout the company.

CLIFTON STRENGTHS

This program provides associates a way to describe what their strengths are naturally and/or the areas they might need help from others to accomplish desired outcomes. Once the assessment is completed, our Learning & Development Department provides coaching and resources to assist the associate in their professional development.

LEARNING LIBRARY

Our Learning Library, located within our Troon HUB, gives associates access to a wide range of e-learning technical and professional development content focused on core competencies most helpful for specific roles.

ON-THE-JOB TRAINING

Our Learning & Development Department provides access to resources and best practice tools for all General Managers and facility leaders. This allows leaders to disseminate important training material to their associates, which improves their skills and knowledge base.

LEADER PROGRAM

Our Leader Program is a 12-month program that gives associates hands-on exposure and experience in every department throughout the company. This gives the associates an in-depth understanding of how departments are interconnected; and prepares them to be a more efficient and effective leader within the company.

INTERNSHIP PROGRAM

Troon has established a diversity internship program, which allows college students from diverse backgrounds to have a management training internship. During the summer, internship students will interact daily with the General Manager, and other leaders, at the facility they are placed at to give them firsthand knowledge of how golf facility operations are managed.

SUMMITS & CONFERENCES

- National Sales & Marketing Summit
- National F&B Summit
- Global Troon Conference

RECRUITING & BENEFITS

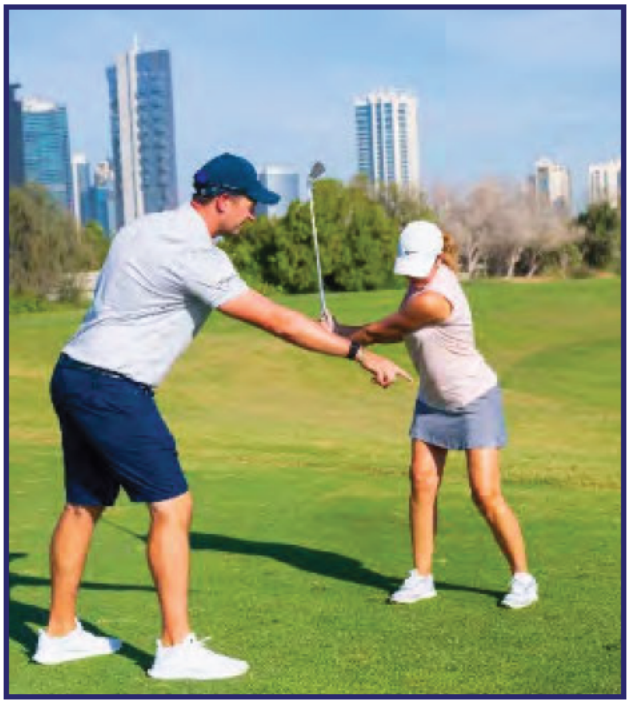
RECRUITMENT

We encourage associate growth and look for ways corporately to demonstrate a career growth plan for those that want it. Job postings are shared weekly, resulting in tremendous flexibility for our associates to move and take on new challenges worldwide. Associates participate in rotational opportunities where they move between clubs on a seasonal basis, which not only allows them to grow their skillset but also gives clients the opportunity to become familiar with the associate. We are fortunate that due to ongoing recruiting efforts, an established brand, and industry relationships, we can recruit across multiple platforms. These efforts are supported by our Corporate Recruiter and the entire HR Team. Some of the sources we use to attract and retain the best and brightest in the industry include:

- Active internal postings by the Recruiting Office
- Industry Relationships – PGA/CMAA
- Industry and property referrals
- Partnerships with colleges – Florida State, Alabama and others
- Strong Industry Reputation – Leads to unsolicited requests from credentialed leaders who want to join the Troon Family
- Career Events – PGA Minority Career Fair, College Career Fairs and other recruiting opportunities

HEALTHCARE BENEFITS

In addition to the Associate Development Services, Troon provides healthcare benefits for qualifying associates on the Troon Employment Platform. Associates receive access to a variety of benefit plan options, including group and voluntary plans. We offer eligible associates a number of benefit programs, including Medical coverage (United Healthcare), Dental coverage, Vision coverage, Flexible Spending Accounts - Health, Flexible Spending Dependent Care Accounts, Basic Life Insurance, Accidental Death & Dismemberment Insurance, Voluntary Life Insurance, Short-Term Disability, Voluntary Accident and Voluntary Critical Illness.



RISK MANAGEMENT

Our organization has the most comprehensive risk management and insurance program in the golf business, including the industry's only dedicated in-house risk management team. Their role is to ensure that state-of-the-art risk management policies and practices are implemented at managed facilities in order to minimize risks and exposure to the operations. Our team works directly with resort portfolio operators, providing Troon and its clients with the highest level of expertise.

SAFETY & SECURITY

Troon oversees the construct, delivery, training and adherence to safety and sanitation plans, guidelines, rules and regulations. Our comprehensive manuals meet OSHA standards for all positions and job responsibilities, machinery and equipment, chemicals and fertilizers, and more. Local and state regulations apply as appropriate.

We require employees to acknowledge reading of manuals, attend regular training sessions, participate in our safety videos and training platforms – identifying risks by department – and report accidents or safety violations to his / her supervisor.

Additionally, we procure insurance, risk management and business licenses, including claims filing, renewals and regulatory requirements.

EMERGENCIES

Troon establishes an emergency management plan (EMP) specific to Ocoee National. It addresses policies and methods of prevention, preparedness, response and recovery. At the EMP's core is identifying risks and outlining courses of action to mitigate damage of potential events that could endanger the safety of employees and guests, and Ocoee National's ability to function. The EMP includes procedures to safeguard property and facilities, as well as steps to assess an incident's severity and respond to eliminate it. Training exercises (akin to fire drills) are part of the plan alongside connections to outside agencies for assistance.

FACILITY AUDITS

Our audit specialists will visit Ocoee National periodically. The audit includes more than 200 individual items in nine categories: Guest Experience training; administration; agronomy / maintenance; clubhouse; food and beverage; human resources; information technology; risk management, and operations.



FINANCE & ACCOUNTING

We provide operational oversight and expertise, offering centralized coordination of accounting, payroll, and financial reporting, creating significant efficiencies for our clubs without needing third parties or consultants. Weekly, monthly, quarterly and annual reports are provided to our clients, ensuring that essential operational decisions are made based on current information and not solely by looking in the rearview mirror for answers. Our team is constantly forecasting and analyzing the performances of our clubs to ensure we are doing everything in our power to achieve their financial goals.

REGIONAL CONTROLLER OVERSIGHT

We deliver the support through our Regional Controller team that oversees a team at the Club. Areas of focus include future planning, operational analysis using key performance indicators, GAAP technical knowledge, the expertise of controls to mitigate risk, and software training. The Regional Controller team utilizes benchmarking data to identify trends and develop strategies, focusing on long-term viability. Examples include club debt analysis, forecasting, F&B analysis, capital expenditure planning, and more. The Regional Controller implements policies and procedures designed to ensure timely and accurate financial reports are delivered. This service includes a second layer of review of all departmental income statements and balance sheet reconciliations. The Regional Controller works to identify significant variances in budget and analyzes trends in financial results. We partner with the on-site management team throughout the budget and forecast processes and integrate fully into the operations by supervising the day-to-day accounting function, including hiring, training, evaluating, and managing the accountant.



CONTROLS & COMPLIANCE

Services included within this component are performed by our centralized internal audit function. Internal audit personnel from the Company's centralized accounting group perform periodic audits of managed facilities. Based on the audit's results, the Club receives recommendations for new standard policies and improved internal control enhancements related to operational and accounting processes. Additional services include a periodic financial performance review, benchmarking analysis, mass communication related to best practices and standards, and access to proprietary financial templates.



COMMUNITY ENGAGEMENT

Troon is committed to fostering vibrant, inclusive communities by making its facilities more than just places to play golf. Recognizing the importance of community integration, especially at municipal courses, Troon actively creates opportunities that welcome individuals of all backgrounds, interests, and skill levels. By hosting a diverse array of events that extend beyond the game of golf, Troon ensures that its facilities serve as gathering spaces where residents can come together, explore new activities, and build lasting relationships. These initiatives not only introduce more people to the sport but also position each facility as an essential part of the community fabric, enhancing the overall quality of life while supporting local recreational and social needs. Through these efforts, Troon strengthens the relationships within each community we serve, ensuring that its facilities remain accessible, inviting, and beneficial to all.

Troon collaborates with each individual client to align our shared goals at municipal facilities. In partnership with onsite teams, local groups such as First Tee and Youth on Course, and Troon's dedicated community engagement resource, Kendall Murphy, we evaluate, coordinate, and execute a wide variety of community engagement events.

With a focus on making the game more inclusive and diverse, these programs encourage participation from both golfers and non-golfers alike. In collaboration with the City, our dedicated resources will work with City staff, onsite staff, and community members to schedule public meetings, collect public feedback, and develop a customized approach for community engagement initiatives and events. On the following pages, we have included examples of community engagement initiatives implemented at some of Troon's municipal properties.



At Troon we are committed to building, fostering and encouraging a culture of diversity and inclusion that embraces the uniqueness of our communities across race, gender, age, religion, identity, cultures, ideas and experiences so that we may provide places of work and play in which all persons feel welcomed and valued.

KENDALL MURPHY
DIRECTOR, BUSINESS DEVELOPMENT
AND COMMUNITY ENGAGEMENT

2025 COMMUNITY ENGAGEMENT CALENDAR

In 2025, Troon has curated a robust calendar of community events at select municipal golf courses, fostering greater engagement and inclusivity. As part of our ongoing business plan execution, we will explore innovative ways to integrate our community engagement resources to include Ocoee National, ensuring greater participation and visibility.

LOCATION	FACILITY	DATE
Seattle, WA	*Jackson Park Golf Course*	*April 29*
Washington, DC	*East Potomac Golf Links*	*May 16*
Chicago, IL	*South Shore Golf Course*	*June 8*
Wilmington, DE	*Rock Manor Golf Course*	*June 20*
Cleveland, OH	*Highland Park Golf Club*	*July 12*
Jacksonville, FL	*Blue Cypress Golf Course*	*August 23*
Phoenix, AZ	*Papago Golf Club*	*September 21*
Los Angeles Metro	*Bella Verde Golf Course*	*October 3*
Charlotte, NC	*CT Myers Golf Course*	*October 18*
Philadelphia, PA	*Cobbs Creek Campus*	*October 24*
Oahu, HI	*Pearl at Kalauao + Additional Courses*	*November 8-17*



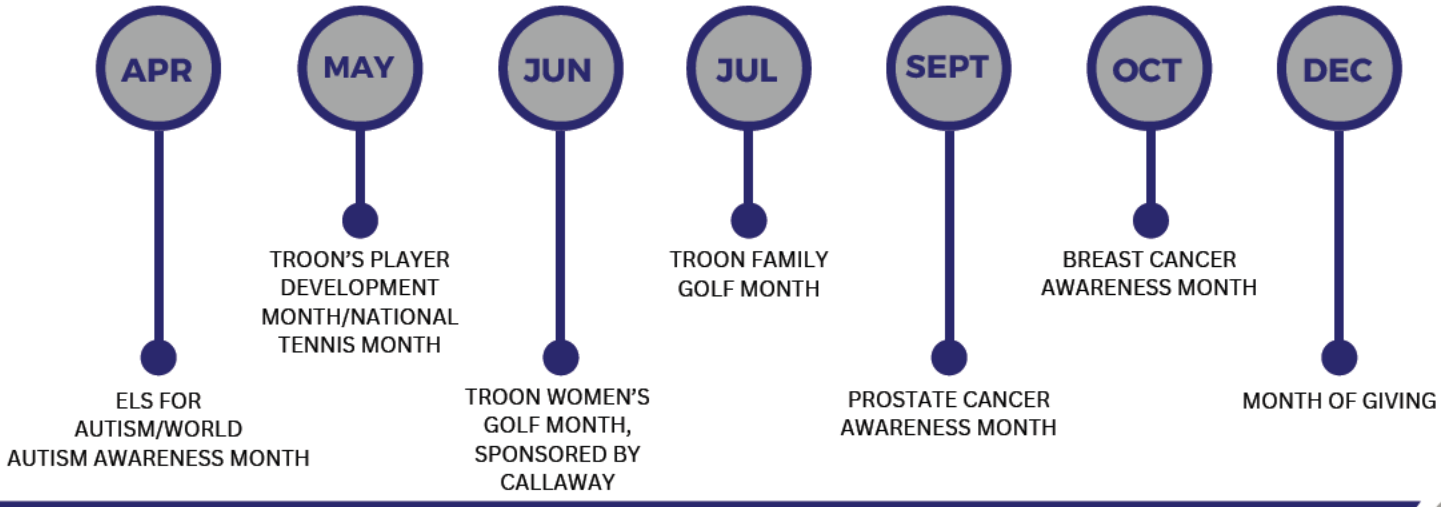
GROW THE GAME EFFORTS & PLAYER DEVELOPMENT

Troon teaching professionals and associates are dedicated to growing the game of golf through a variety of programs, including Player Development, Women's Golf, Family Golf, and other monthly initiatives. These programs are designed to engage golfers of all ages and skill levels, fostering inclusivity and broadening the appeal of the sport. Through these efforts, Troon is working to make golf more accessible and enjoyable for diverse communities while promoting long-term participation in the game.

Troon-affiliated facilities and professionals are committed to growing the game of golf through organic programming and the activation of national initiatives. In 2024, PGA Junior League Teams competed at 96 Troon locales throughout the country. Junior golfers also began their journey to the Drive, Chip and Putt finals at Augusta National through qualifying events held around the country. In total, 18 Drive, Chip and Putt qualifying events were hosted at Troon locales.

Across the nation, golfers were introduced to the game through programs like Operation 36, Summer Camps, and First Tee, among others. First Tee Programs are currently offered at 150 chapters, where junior golfers not only learn the game of golf but also life skills in welcoming and inclusive environments. In 2024, Troon further supported First Tee by amplifying its messaging during Troon Family Golf Month, raising additional funds for First Tee efforts. This tradition is expected to continue in July 2025.





CHEYENNE WOODS CLINIC

Leveraging partnerships with Nike Golf, Team Troon, Jackson Park Golf Association and the First Tee of Greater Chicago, Troon has hosted an annual "CPD Kids Clinic" at Jackson Park with incredible success, drawing praise from local and national press.

This event began in 2022, as 100+ junior golfers attended the Free Clinic and enjoyed complimentary clinics, practice time and sharing of life skills/mentorship from Kendall Murphy, Roger Steele Sr. and others. Not to mention free food, music and more.

Following this success, Troon introduced Cheyenne Woods as the Guest Star in 2023, bringing out 150+ juniors for an afternoon of Q&A, instruction, autographs and fun.

Troon is committed to hosting the 4rd Annual Kids Clinic in 2025, with Cheyenne Woods returning for the fourth straight year!











FIRST TEE OF GREATER CHICAGO - GROWING PARTNERSHIP

Our growing partnership with The First Tee of Greater Chicago impacted over 1,300 kids' lives in 2023, and with our combined efforts with Cook County Forest Preserve Golf, will only increase in 2024 and beyond.

Our team also exhibits at youth opportunity fairs, offers internships and has created early career opportunities.

Through our youth clinics with local PGA staff and golf stars like Cheyenne Woods, Troon provides an early introduction to the game of golf and a view into what the future can hold for an aspiring golfer or professional. We look to grow our star clinic offerings.





Courtesy First Tee of Greater Chicago







JACKSON PARK CADDIE PROGRAM

Troon has made it an initiative to provide career development opportunities in golf via partnerships and programs with local community groups. One of the most successful programs is the Jackson Park Caddy Training Program, in tandem with the Jackson Park Golf Association (JPGA), Western Golf Association and Evans Scholars Foundation.

Trained by the JPGA and Troon, dozens of local kids between 13 and 17 are provided a 6-week caddy training program to learn the necessary tools to become successful caddies. Following training, Jackson Park golfers can request caddies for free (fees are covered by the Western Golf Association), providing youth caddies with valuable experience and networking.

Our youth caddies could have the chance to qualify for a full tuition and housing scholarship to college through the Evans Scholars Foundation following their certification. Golfer rounds can help them establish a strong caddie record toward this life-changing opportunity. Beyond this, graduating caddies have the opportunity to pursue caddie positions at Chicagoland's premier private clubs including Olympia Fields, Butler National and Beverly CC. We are actively expanding this program to Columbus Park and South Shore as well.









JUSTIN THOMAS CLINIC - FIRST TEE GREATER CHARLOTTE



In collaboration with The First Tee of Greater Charlotte, Troon was selected to lease and manage the Mecklenburg County golf courses, including Harry L. Jones, C.T. Myers, Sunset Hills, and Charlie Sifford, for an initial 20-year term. Troon's proposal, centered on enhancing the community experience, included improvements to the golf courses and an annual contribution of 2% of revenues to support The First Tee of Greater Charlotte's initiatives. In 2024, The First Tee of Greater Charlotte also donated $250,000 to improve the practice facilities at The Courses.

Ahead of the 2024 Wells Fargo Championship at Quail Hollow Club, Justin Thomas hosted a clinic for participants, further reinforcing the commitment to youth engagement and development in the game. The event was organized for kids ages 5 to 18 from all backgrounds to build confidence both on and off the course. Daniel Fogarty, Executive Director, said, “I always say the world doesn’t need any more golfers, but we need better people, And that’s why we exist - to use the game of golf to create better people.”







“Just being here with these kids today and seeing how many of them love the game of golf, I felt like it was going to be put to good use and hopefully inspire the youth.”

Justin Thomas

OCOEE

GOLF HOLDINGS



OPERATING EXPERIENCE

OPERATING EXPERIENCE

OCOEE GOLF HOLDINGS, LLC

BACKGROUND

Ocoee Golf Holdings, LLC is a newly formed entity established specifically to lead the revitalization and long-term transformation of Ocoee National Golf Course into Ocoee National Golf Club—a premier public golf destination that will serve as a catalyst for community enrichment, player development, and regional tourism. While the entity itself is new, the vision, leadership, and partnerships behind it are firmly rooted in decades of experience across golf operations, real estate development, nonprofit leadership, hospitality, tourism, and entertainment.

At the core of Ocoee Golf Holdings' strategy is a bold commitment to create a modern, inclusive, and high-performing public golf facility that reflects the values of the City of Ocoee and unlocks long-term economic, cultural, and recreational value for the community. The proposed redevelopment of Ocoee National Golf Course into Ocoee National Golf Club will emphasize elite instruction, accessible programming, and vibrant event experiences.

Ocoee Golf Holdings brings together a uniquely qualified leadership team whose diverse strengths span business law, golf leadership, tourism promotion, celebrity engagement, and youth sports development. Together, the principals of Ocoee Golf Holdings offer a rare combination of operational excellence, creative vision, and civic commitment. Their plan for Ocoee National Golf Club is not only to restore and elevate the golf course—but to transform it into a multi-dimensional destination where learning, recreation, and community pride intersect. From elite instruction led by PGA and LPGA professionals to youth camps and celebrity tournaments, every aspect of the project is designed to generate sustained value for the residents of Ocoee.

While Ocoee Golf Holdings, LLC is newly established, its assembled team and institutional partners reflect decades of relevant success. This proposal represents a once-in-a-generation opportunity to reimagine municipal golf for a new era—rooted in community, built on experience, and driven by vision.

MANAGING PARTNERS



ADAM LAUFER



BOB GREENBERG



DONALD LIPARI



MANAGING PARNTER

ADAM LAUFER

Adam Laufer is a dynamic entrepreneur and attorney whose multifaceted expertise spans youth-sports leadership, golf pro representation, technology, and hospitality—all pursued in tandem. As Executive Vice President and General Counsel of American Youth Football (AYF), the world's largest youth football and cheer platform, he orchestrates marquee football and cheer events in the Greater Orlando area that annually draw over 16,000 participants and guests, generating more than 13,000 hotel room nights. In this capacity, Adam partners daily with Universal Orlando Resort, Visit Orlando, Experience Kissimmee, and dozens of regional hotels, leveraging deep CVB and hospitality relationships to maximize destination impact.

Concurrently, Adam maintains a legal and advisory practice representing sports-media talent, while co-founding and scaling multiple startups:

- An AI-driven sports-collectibles technology company, where he guides product strategy and blockchain tokenization of assets.
- A performance-lifestyle golf and sports-apparel brand, overseeing legal, licensing and capital raising strategies.
- A competitive long-drive golf league, launched alongside three-time World Long Drive Champion Kyle Berkshire and a prominent private investor, designed to elevate and professionalize the discipline.
- An agency-based AI venture, where he advises on contractual frameworks and strategic alliances.

Across each endeavor—including his stewardship of AYF programs that serve over one million youth—Adam's unique blend of legal acumen, entrepreneurial vision, and deep market relationships ensures that every initiative delivers exceptional value to athletes, partners, and communities alike.



MANAGING PARNTER
BOB GREENBERG

Robert “Bob” Greenberg is a seasoned real estate developer and lifelong ambassador of the game of golf, bringing over six decades of experience as a player, advisor, and industry influencer. His unique combination of golf passion and business acumen makes him exceptionally well-suited to lead and operate premier golf properties.

Mr. Greenberg has played with legends such as Tiger Woods and Fred Couples, and is widely known as DJ Khaled’s personal “golf guru,” reflecting his role as a mentor and connector within the broader golf community.

Professionally, Mr. Greenberg has served on the boards and advisory committees of several of the most prestigious country clubs in the United States, often chairing greens committees and leading initiatives in course development, renovation, and maintenance excellence.

His philanthropic leadership is equally notable. Bob co-founded the Michael J. Fox Foundation Charity Golf Tournament, raising millions of dollars for Parkinson’s research. He has also played a pivotal role in the Children’s Medical Fund, helping to generate over $1 million annually to support pediatric healthcare initiatives.

Mr. Greenberg’s lifelong involvement in golf — from elite-level play to course stewardship and charitable initiatives — gives him a deep understanding of what makes a golf course successful both operationally and culturally. His relationships within the golf industry, along with a strong track record in real estate and community development, position him as a highly capable and visionary steward for any golf course opportunity.

MANAGING PARNTER

DONALD LIPARI

Don Lipari is a respected business professional and a well-known local figure throughout the region. Don has deep and meaningful ties to the broader community through his long-standing support of youth athletics and philanthropic efforts, particularly those focused on youth development and outreach. His commitment to advancing opportunities for young people through sports has earned him a trusted reputation among community leaders, families, and civic organizations. Don's role on our team ensures that the redevelopment of Ocoee National Golf Course remains firmly anchored in community benefit and accessibility, particularly for the next generation.

OPERATING EXPERIENCE

TROON - REGIONAL EXPERIENCE

Troon is the world's largest golf & hospitality management company. When combined, the Troon family of brands provides services to **940+** locations and in **45+** states and **40+** countries. For brevity, below is a select list of Troon Brand-managed facilities in Florida. All municipal facilities are in **BOLD**. For additional information, please visit www.Troon.com.

FLORIDA (53)

- Arlington Ridge Golf Course, Leesburg, FL
- Audubon Country Club, Naples, FL
- Babcock National at Babcock Ranch, Punta Gorda, FL
- BallenIsles Country Club, Palm Beach Gardens, FL
- **City of Jacksonville, FL**
  - Bent Creek Golf Course, Jacksonville, FL
  - Blue Cypress Golf Course, Jacksonville, FL
  - Brentwood Golf Course, Jacksonville, FL
- **Bobby Jones Golf Club, Sarasota, FL**
- Bonita National Golf & Country Club, Bonita Springs, FL
- Burnt Stone Marina Country Club, Punta Gorda, FL
- Calusa Country Club, Lakewood Ranch, FL
- Cape Royal Golf Club, Cape Royal, FL
- Colonial Country Club, Fort Myers, FL
- **Colony West Golf Club, Tamarac, FL**
- **Coral Oaks Golf Course, Cape Coral, FL**
- Deering Bay Yacht & Country Club, Coral Gables, FL
- Del Tura Golf Club, North Fort Myers, FL
- **Dubsdread Golf Course, Orlando, FL**
- Eagle Landing Golf Club, Orange Park, FL
- Esplanade Golf & Country Club, Naples, FL
- Esplanade Golf & Country Club - Lakewood Ranch, Naples, FL
- Fairways Country Club, Orlando, FL
- Fiddler's Creek, Naples, FL
- Heritage Landing Golf & Country Club, Punta Gorda, FL
- Ibis Landing Golf Club, Lehigh Acres, FL
- King & Bear at World Golf Village Resort, St. Augustine, FL
- Lakewood National Golf Club, Lakewood, FL
- Legends Golf & Country Club, Clermont, FL
- Mystic Dunes Golf Club, Celebration, FL
- **Ocala Golf Club, Ocala, FL**
- Ocean Club at Hutchinson Island, Stuart, FL


Tiburon Golf Club


Sarasota National Golf Club


The Club at Hammock Beach


Bobby Jones Golf Club

- Parkland Golf & Country Club, Parkland, FL
- Saddlebrook Golf & Tennis Resort, Wesley Chapel, FL
- Saltleaf Golf Preserve, Bonita Springs, FL
- Santa Rosa Golf & Beach Club, Santa Rosa Beach, FL
- Sarasota National Golf Club, Venice, FL
- Seminole Legacy Golf Club, Tallahassee, FL
- Slammer & Squire at World Golf Village, St. Augustine, FL
- Spanish Wells Golf and Country Club, Bonita Springs, FL
- St. Johns Golf & Country Club, St. Augustine, FL
- St. Petersburg Country Club, St. Petersburg, FL
- Sun N' Lake Golf Club, Sebring, FL
- TPC Treviso Bay, Naples, FL
- The Club at Eaglebrooke, Lakeland, FL
- The Club at Hammock Beach, Palm Coast, FL
- The Colony Golf & Country Club, Bonita Springs, FL
- The Dunes of Naples, Naples, FL
- The National Golf & Country Club at Ave Maria, Ave Maria, FL
- Tiburón Golf Club, Naples, FL
- Webb's Reserve Golf Club, Punta Gorda, FL
- Wellen Park Golf & Country Club, Englewood, FL
- West Bay Club, Estero, FL
- **Willowbrook Golf Course, Winter Haven, FL**


Saltleaf Golf Preserve


St. Petersburg Country Club


Deering Bay Yacht & Country Club


Audubon Country Club



★ *Ocoee National Golf Club*

OPERATING EXPERIENCE

TROON - MUNICIPAL EXPERIENCE

Troon is the best in breed operator of municipal golf facilities in the US, as evidenced by more than 35 years of proven results and excellence in varying markets nationwide. Troon continues to succeed as the industry's premier operator of daily fee and municipal golf courses, currently operating more than ***150+*** municipal facilities. For brevity, below is a summarized map of all municipally owned facilities managed by Troon. We would be happy to provide contact information for any of our clients listed below upon request. For more information, please visit www.Troon.com for a full list of all municipal facilities.



WESTERN U.S.

CALIFORNIA (7)

- Alhambra Golf Course, Alhambra, CA
- Baylands Golf Links, Palo Alto, CA
- Bayonet & Black Horse, Seaside, CA (36)
- Brookside Golf Course, Pasadena, CA (36)
- Castle Oaks, Ione, CA
- Indian Wells Golf Resort, Indian Wells, CA (36)
- Montebello Golf Course, Montebello, CA
- Pico Rivera Golf Course, Pico Rivera, CA (9)
- Willowick Golf Course, Santa Ana, CA

ARIZONA (13)

- Antelope Hills Golf Club, Prescott, AZ (36)
- City of Phoenix, AZ
  - Aguila Golf Course, Phoenix, AZ (27)
  - Cave Creek Golf Course, Phoenix, AZ
  - Encanto Golf Course, Phoenix, AZ (27)
  - Palo Verde Golf Course, Phoenix, AZ
  - Papago Golf Course, Phoenix, AZ
- City of Tucson, AZ
  - El Rio Golf Course, Tucson, AZ
  - Fred Enke Golf Course, Tucson, AZ
  - Randolph Golf Complex, Tucson, AZ (36)
  - Silverbell Golf Course, Tucson, AZ
- El Conquistador Golf Club, Oro Valley, AZ (45)
- Grass Clippings at Rolling Hills, Tempe, AZ

NEVADA (1)

- Durango Hills Golf Club, Las Vegas, NV

NEW MEXICO (1)

- Marty Sanchez Links de Santa Fe, Santa Fe, NM

WASHINGTON (12)

- Bellevue Golf Course, Bellevue, WA (27)
- City of Seattle, WA
  - Interbay Golf Center, Seattle, WA
  - Jackson Park Golf Course, Seattle, WA
  - Jefferson Park Golf Course, Seattle, WA
  - West Seattle Golf Course, Seattle, WA
- City of Everett, WA
  - Legion Memorial Golf Course, Everett, WA
  - Walter Hall Golf Course, Everett, WA
- Cedarcrest Golf Course, Marysville, WA
- Lake Padden Golf Course, Bellingham, WA
- Lynnwood Golf Course, Lynwood, WA
- Ocean Shores Golf Course, Ocean Shores, WA
- Tri-Mountain Golf Course, Ridgefield (Clark County), WA


Grass Clippings at Rolling Hills


Durango Hills Golf Club


Marty Sanchez Links de Santa Fe


Tri-Mountain Golf Course

SOUTHEASTERN U.S.

ALABAMA (3)

- City of Montgomery, AL
  - Gateway Park Golf Course, Montgomery, AL
  - Lagoon Park Golf Course, Montgomery, AL
- Highland Park Golf Course, Birmingham, AL

FLORIDA (9)

- City of Jacksonville, FL
  - Bent Creek Golf Course, Jacksonville, FL
  - Blue Cypress Golf Course, Jacksonville, FL (9)
  - Brentwood Golf Course, Jacksonville, FL (9)
- Bobby Jones Golf Club, Sarasota, FL (54)
- Colony West Country Club, Tamarac, FL (36)
- Coral Oaks Golf Course, Cape Coral, FL
- Dubsdread Golf Course, Orlando, FL
- Ocala Golf Club, Ocala, FL
- Palm Harbor GC, Palm Coast, FL
- Willowbrook Golf Course, Winter Haven, FL

GEORGIA (1)

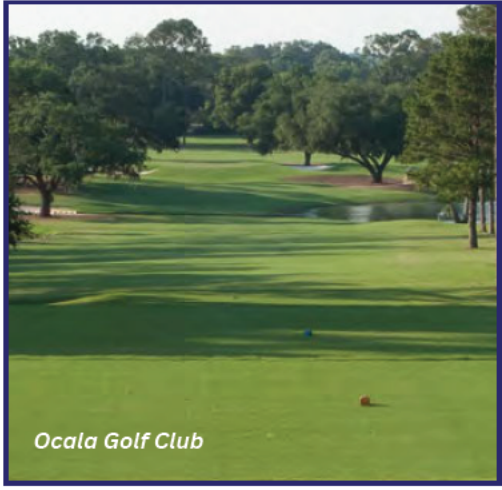
- Stonebridge Golf Club, Rome, GA

MISSISSIPPI (1)

- The Refuge Golf Course, Flowood, MS

TEXAS (2)

- Max Mandel Golf Course, Laredo, TX
- Stonetree Golf Course, Killeen, TX


Ocala Golf Club


Max Mandel Golf Course


Dubsdread Golf Course

NORTHEASTERN U.S.

CONNECTICUT (1)

- Wintonbury Hills Golf Course, Bloomfield, CT

MASSACHUSETTS (2)

- Falmouth Country Club, East Falmouth, MA (27)
- Olde Scotland Links, Bridgewater, MA

NEW JERSEY (2)

- High Bridge Hills Golf Course, Borough of High Bridge, NJ
- Middlesex County Improvement Authority, NJ
  - Meadows at Middlesex GC, Plainsboro Township, NJ
  - Tamarack Golf Course, East Brunswick, NJ
  - Raritan Landing Golf Course, Piscataway Township, NJ


Falmouth Country Club

MID-ATLANTIC U.S.

DELAWARE (5)

- Delcastle Golf Club, Wilmington, DE
- City of Wilmington, DE
  - Ed “Porky” Oliver Golf Course, Wilmington, DE
  - Rock Manor Golf Course, Wilmington, DE
- State of Delaware Natural Resources & Environmental Control
  - Deerfield, Newark, DE
  - Garrison's Lake Golf Course, Smyrna, DE

MARYLAND (3)

- Anne Arundel County, MD
  - Compass Pointe Golf Courses, Pasadena, MD (36)
  - The Preserve at Eisenhower Golf Course, Crownsville, MD
- Bowie Golf Club, Bowie, MD

NORTH CAROLINA (5)

- Bradford Creek Golf Course, Greenville, NC
- Mecklenburg County, NC
  - Charles T. Myers Golf Club, Charlotte, NC
  - Dr. Charles L. Sifford Golf Course, Charlotte, NC
  - Harry L. Jones Golf Course, Charlotte, NC
  - Sunset Hills Golf Course, Charlotte, NC

PENNSYLVANIA (2)

- Dauphin Highlands Golf Club, Harrisburg, PA
- White Deer Golf Complex, Williamsport, PA (45)

VIRGINIA (7)

- Northern Virginia Regional Park Authority
  - Algonkian Golf Course, Sterling, VA
  - Brambleton Golf Course, Ashburn, VA
  - Pohick Bay Golf Course, Lorton, VA
- Prince William County, VA
  - Forest Greens Golf Club, Triangle, VA
  - Prince William Golf Course, Nokesville, VA
  - Lake Ridge Golf Course, Woodbridge, VA (9)
- Meadowcreek Golf Course, Charlottesville, VA

WASHINGTON D.C. (3)

- United States National Park Service / National Links Trust
  - East Potomac Golf Links, Washington DC (45)
  - Langston Park Golf Course, Washington DC
  - Rock Creek Park Golf Course, Washington DC (9)


The Preserve at Eisenhower


Bowie Golf Club


Forest Greens Golf Club


East Potomac Golf Links

NEW YORK (8)

- Audubon Golf Course, Amherst, NY (27)
- Harrison Meadows Country Club, Harrison, NY
- Ely Park Golf Course, Binghamton, NY
- Town of Orangetown, NY
  - Blue Hill Golf Course, Pearl River, NY (27)
  - Broadacres Golf Course, Orangeburg, NY (9)
- Putnam County Golf Course, Mahopac, NY
- Spook Rock Golf Course, Suffern, NY
- Wallkill Golf Course, Wallkill, NY


Harrison Meadows Country Club

MID-WESTERN U.S.

ILLINOIS (20)

- Chicago Park District, IL
  - Columbus Park Golf Course, Chicago, IL (9)
  - Diversey Driving Range, Chicago, IL (9)
  - Jackson Park Golf Course, Chicago, IL
  - Marquette Park Golf Course, Chicago, IL (9)
  - Robert Black Golf Course, Chicago, IL (9)
  - South Shore Golf Course, Chicago, IL (9)
  - Sydney Marovitz Golf Course Chicago, IL (9)
- Forest Preserve District of Cook County, IL
  - Billy Caldwell Golf Course, Chicago, IL (9)
  - Burnham Woods Golf Course, Burnham, IL
  - Chick Evans Golf Course, Morton Grove, IL
  - Edgebrook Golf Course, Chicago, IL
  - George W. Dunne National Golf Course, Oak Forest, IL
  - Harry Semrow Driving Range, Des Plaines, IL (practice)
  - Highland Woods Golf Course, Hoffman Estates, IL
  - Indian Boundary Golf Course, Chicago, IL
  - Joe Louis “The Champ” GC & Driving Range, Riverdale, IL
  - Meadowlark Golf Course, Hinsdale, IL (9)
  - River Oaks Golf Course, Calumet City, IL
- Orchard Valley Golf Course, Aurora, IL


George Dunne National

INDIANA (2)

- Centennial Park Golf Course, Munster, IN (9)
- Crawfordsville Municipal GC


Ironhorse Golf Club

KANSAS (1)

- Ironhorse Golf Club, Leawood, KS


Ely Park Golf Course

KENTUCKY (1)

- The Courses at Kenton County, Independence, KY (36)

MICHIGAN (7)

- City of Detroit, MI
  - Chandler Park Golf Course, Detroit, MI
  - Rouge Park Golf Course, Detroit, MI
  - Rackham Park Golf Course, Detroit, MI
- City of Troy, MI
  - Sanctuary Lake Golf Course, Troy, MI
  - Sylvan Glen Golf Course, Troy MI
- Currie Municipal Golf Course, Midland, MI (36)
- Fellows Creek Golf Club, Canton, MI (27)

MINNESOTA (2)

- Enger Park Golf Course, Duluth, MN (27)
- Giants Ridge Golf Resort, Biwabik MN (36)

OHIO (9)

- Briardale Greens Golf Course, Euclid, OH
- Cincinnati Recreation Commission, OH
  - Avon Fields Golf Course, Cincinnati, OH
  - California Golf Course, Cincinnati, OH
  - Glenview Golf Course, Cincinnati, OH (27)
  - Neumann Golf Course, Cincinnati, OH (27)
  - Reeves Golf Course, Cincinnati, OH (27)
  - Woodland Golf Course, Cincinnati, OH (9)
- Highland Park Golf Course, Cleveland, OH (36)
- Raintree Golf & Event Center, Uniontown, OH

WEST VIRGINIA (1)

- Oglebay Resort, Wheeling, WV (63)

WISCONSIN (5)

- City of Racine, WI
  - Johnson Park Golf Course, Racine, WI
  - Shoop Park Golf Course, Racine, WI
  - Washington Park Golf Course, Racine, WI
- New Berlin Hills Golf Course, New Berlin, WI


Oglebay Resort


Sanctuary Lake Golf Course


Giants Ridge Golf Resort


Glenview Golf Course

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GOLF HOLDINGS



REFERENCES

TROON CLIENT REFERENCES

CITY OF ORLANDO, FL
400 South Orange Avenue, Orlando, FL 32801

NAME: Laurie Botts
TITLE: Real Estate Division Manager
PHONE: (407) 246-2653
EMAIL: laurie.botts@orlando.gov
COURSE(S): Dubsdread Golf Course
SCOPE: Golf Operations Management

CITY OF SARASOTA, FL
1565 1st St, Sarasota, FL 34236

NAME: Mark Hamilton
TITLE: General Manager, Parks & Recreation
PHONE: (941) 263-6386
EMAIL: Mark.Hamilton@sarasotafl.gov
COURSE(S): Bobby Jones Golf Course
SCOPE: Renovation & Full Management

CITY OF CAPE CORAL, FL
1015 Cultural Park Blvd, Cape Coral, FL 33990

NAME: Steven Rauh
TITLE: Parks Superintendent
PHONE: 315 (573-3115)
EMAIL: srauh@capecoral.gov
COURSE(S): Coral Oaks Golf Course
SCOPE: Full Management

CITY OF JACKSONVILLE, FL
117 W Duval St, Jacksonville, FL 32202

NAME: Daryl Joseph
TITLE: Director of Parks & Recreation
PHONE: (904) 255-7903
EMAIL: djoseph@coj.net
COURSE(S): Bent Creek, Brentwood & Blue Cypress
SCOPE: Full Management

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GOLF HOLDINGS



SUBCONTRACTORS

SUBCONTRACTORS

TROON PARTNERSHIP

Ocoee Golf Holdings, LLC ("Ocoee Golf Holdings") is entering into a contractual agreement under NDA with Troon Golf, LLC ("Troon"), the world's largest professional golf club management organization, to oversee the day-to-day operations of Ocoee National. We will ensure that the official Letter of Intent agreement ("LOI") will be supplied to the City at a later date. Additionally, per the RFP, Troon will provide any additional certifications or information required to confirm the ability to deliver on all services outlined in the RFP. Troon brings unparalleled industry expertise, operational resources, and best practices developed through the management of 940+ facilities worldwide, including more more than 600 golf courses and 150 municipal facilities. As a premier third-party management firm, Troon is widely recognized for its leadership in hospitality and club operations.



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FINANCIAL CAPABILITY

FINANCIAL STABILITY

Ocoee Golf Holdings, LLC was established specifically to respond to this solicitation and, as a newly formed entity, does not have audited financial statements for the previous two fiscal years, as outlined in the RFP requirements. However, to demonstrate financial capability, we have included a Proof of Funds letter from OGH's legal counsel. This letter substantiate the financial strength and stability necessary for Ocoee Golf Holdings to successfully execute and uphold the obligations of the lease agreement should we be awarded the contract.

Further information and statements can be provided by OGH under confidential terms at a future date if request by the City.

MERMEL ASSOCIATES PLLC
COUNSELORS AT LAW
ONE HOLLOW LANE, SUITE 303
LAKE SUCCESS, NEW YORK 11042
TEL: (516) 570-4000
FAX: (516) 570-4333

MARK D. MERMEL
LYNN STEINBERG
BARBARA K. BLASZCZYK

OF COUNSEL
GERALD BUKARY
BRIAN LARKIN

August 2, 2025

City of Ocoee
1 North Bluford Avenue
Ocoee, FL 34761

Re: Proof of Funds – Forest Lake Golf Course RFP

To Whom It May Concern:

I am legal counsel to Ocoee Golf Holdings, LLC, a Florida limited liability company, submitting a proposal in response to the City of Ocoee's Request for Proposals for the long-term lease and redevelopment of the Forest Lake Golf Course.

At the request of Adam Laufer, a member of Ocoee Golf Holdings, LLC, and based on information provided to me, I am writing to confirm that Mr. Laufer has access to liquid financial resources in excess of Five Million ($5,000,000.00) Dollars and that these funds are available to support the proposed project, subject to Mr. Laufer's sole discretion and his satisfaction with the final terms of any lease or development agreement that may be negotiated with the City.

This letter is provided solely for the purpose of supporting Ocoee Golf Holdings, LLC's RFP submission and is not intended as a guarantee, commitment, or binding obligation of performance. Should you require additional documentation or wish to verify the information provided herein, please feel free to contact me directly.

Sincerely,

Mark D. Mermel

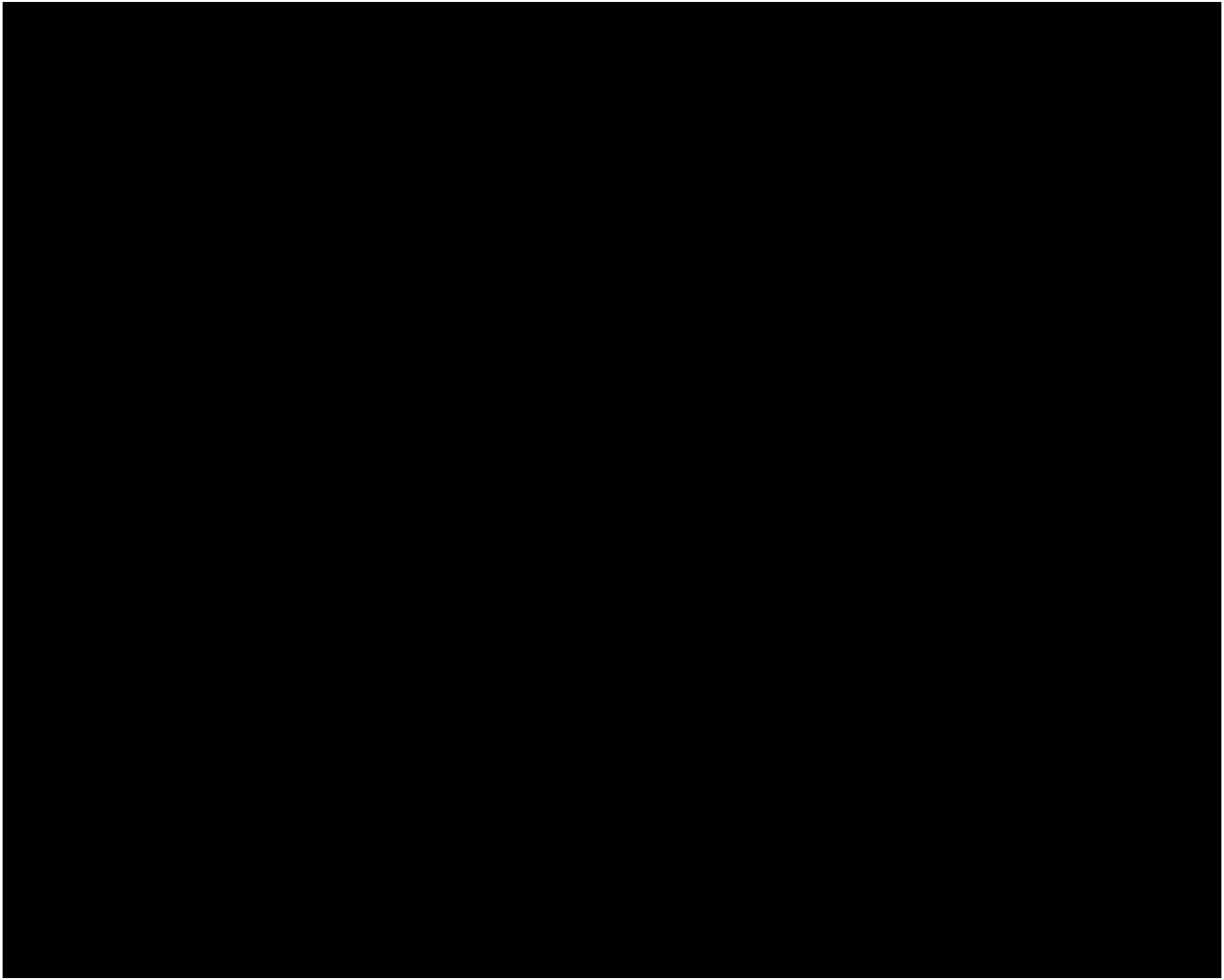
OCOEE
GOLF HOLDINGS

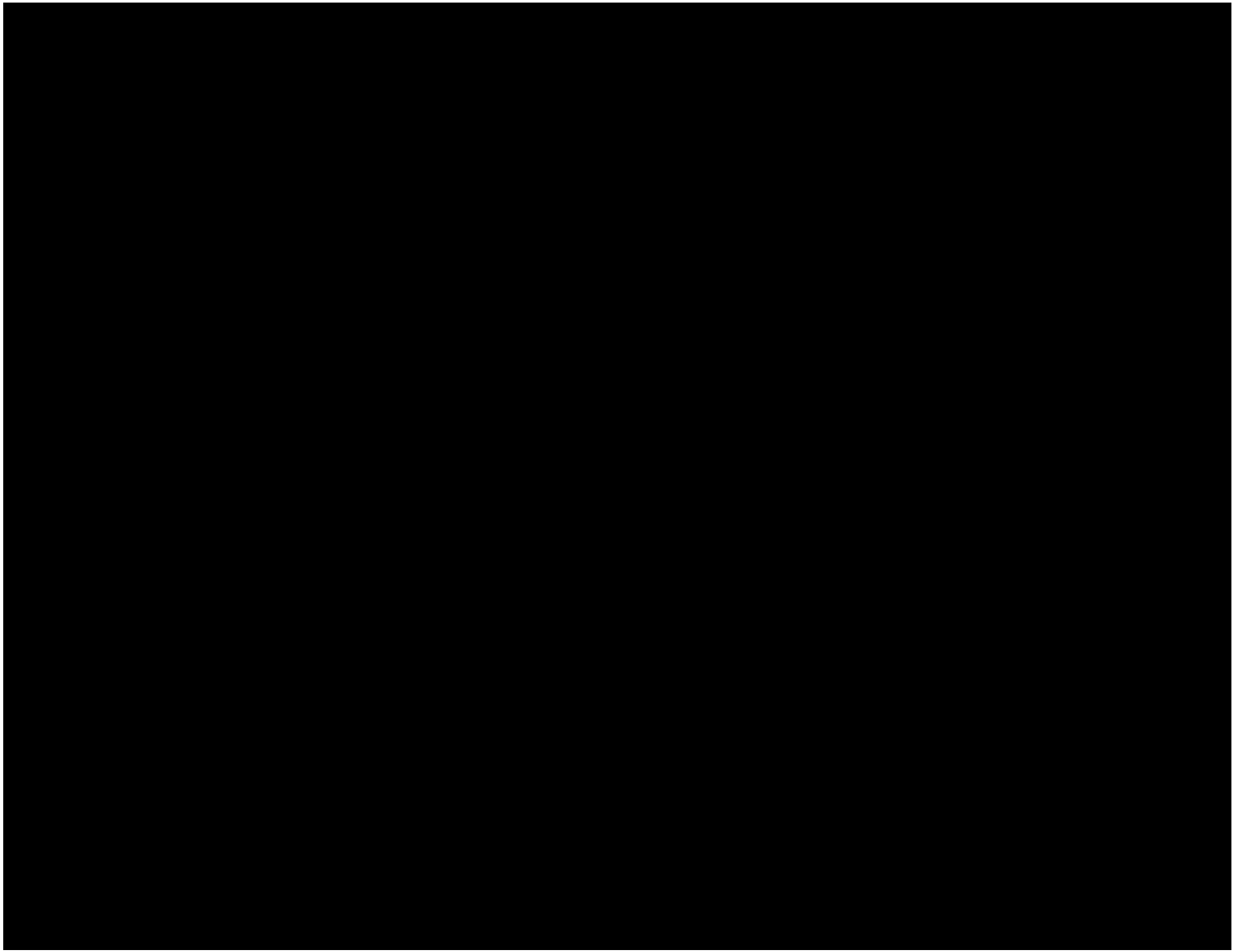


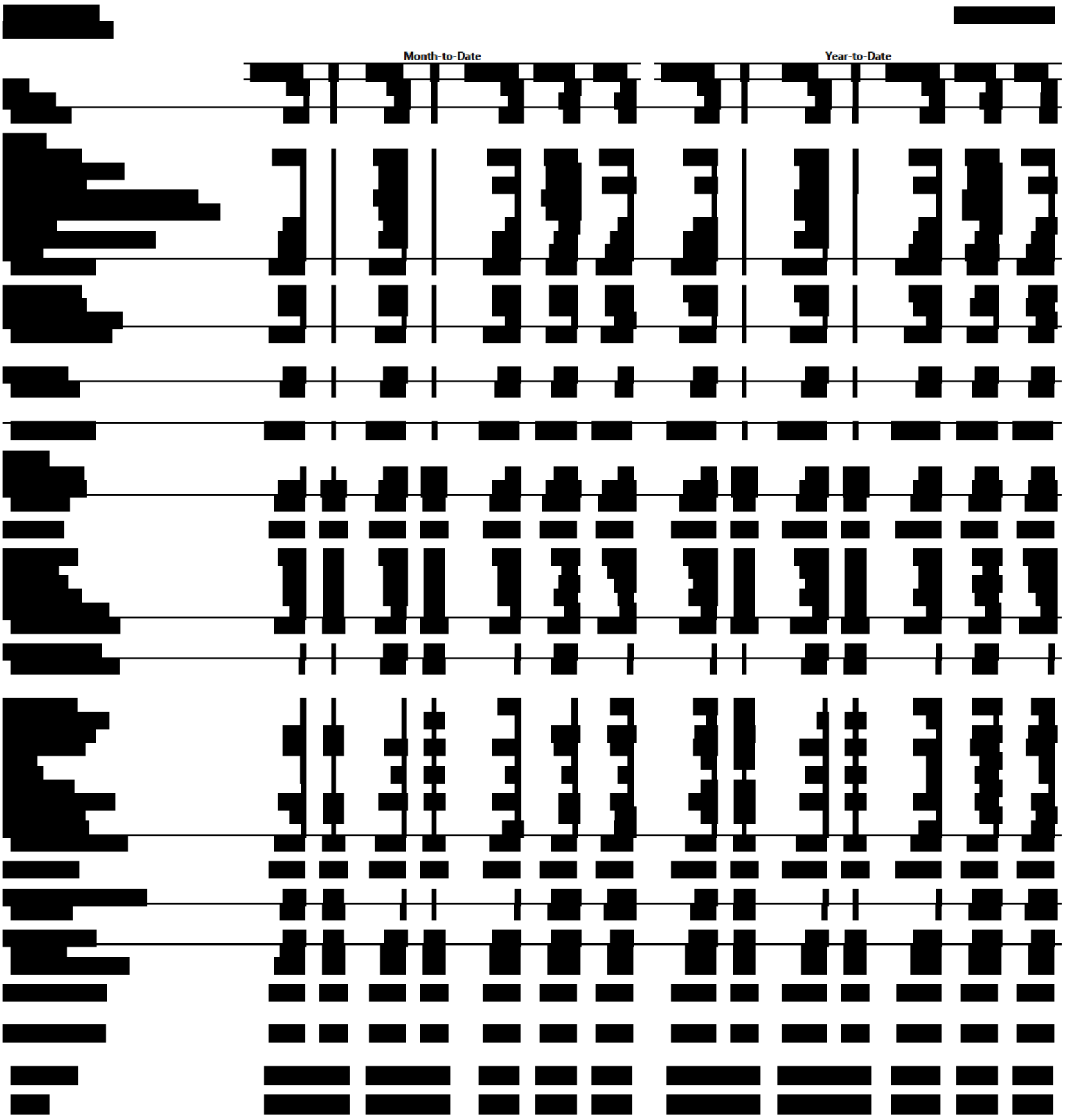
FINANCIAL REPORTING & ACCOUNTABILITY

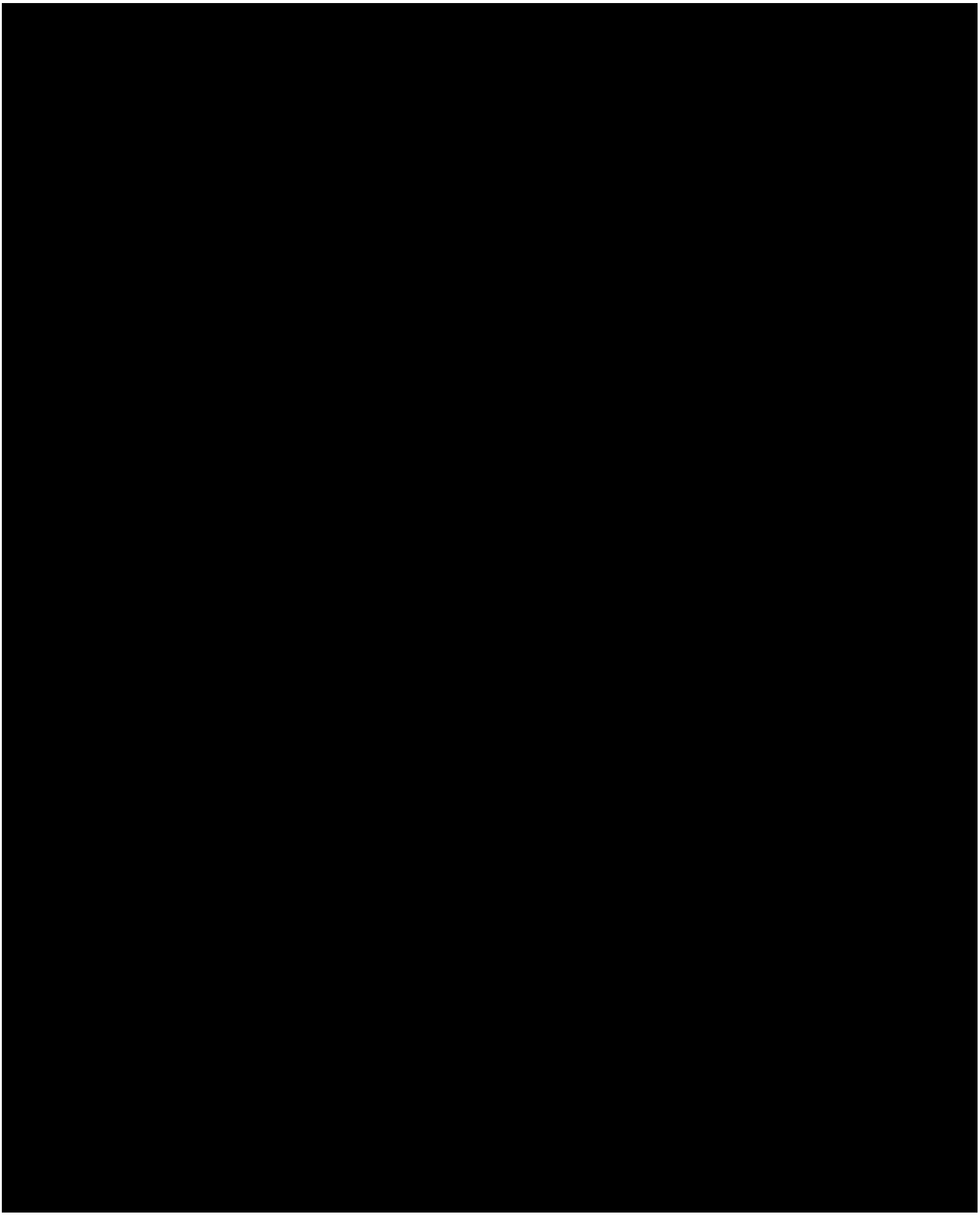
FINANCIAL REPORTING

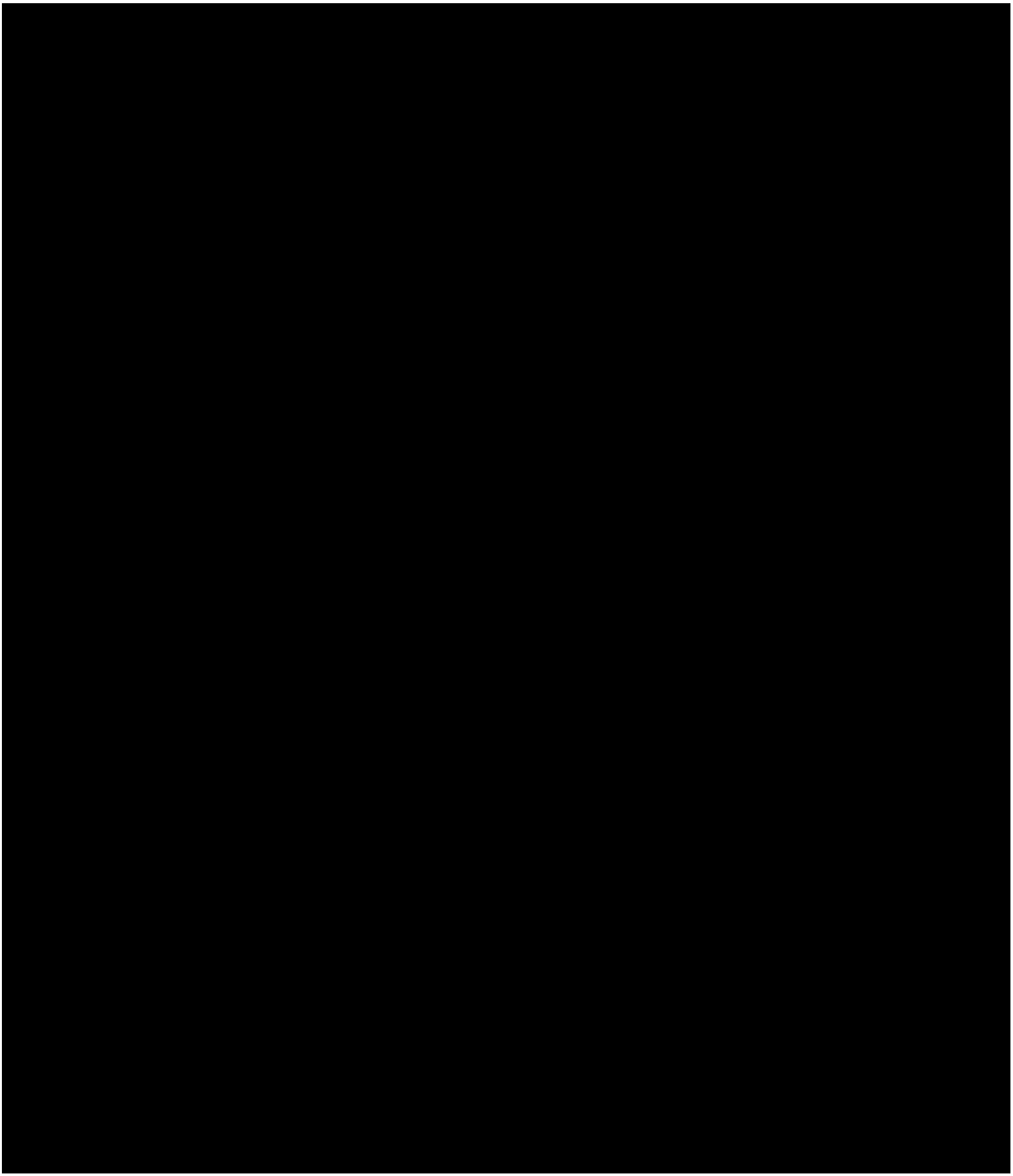
As the operating partner, Troon will be responsible for performing all accounting duties on behalf of OGH and will provide OGH with detailed financial reports. Please note that these internal financial reports may not mirror the reporting requirements set by the City. Accordingly, the sample financial reporting packet included on the following pages is for illustrative purposes only and may not reflect the format that OGH will be required to supply to the City. OGH will ensure full compliance with the City's reporting requirements and will furnish any necessary documentation as required.

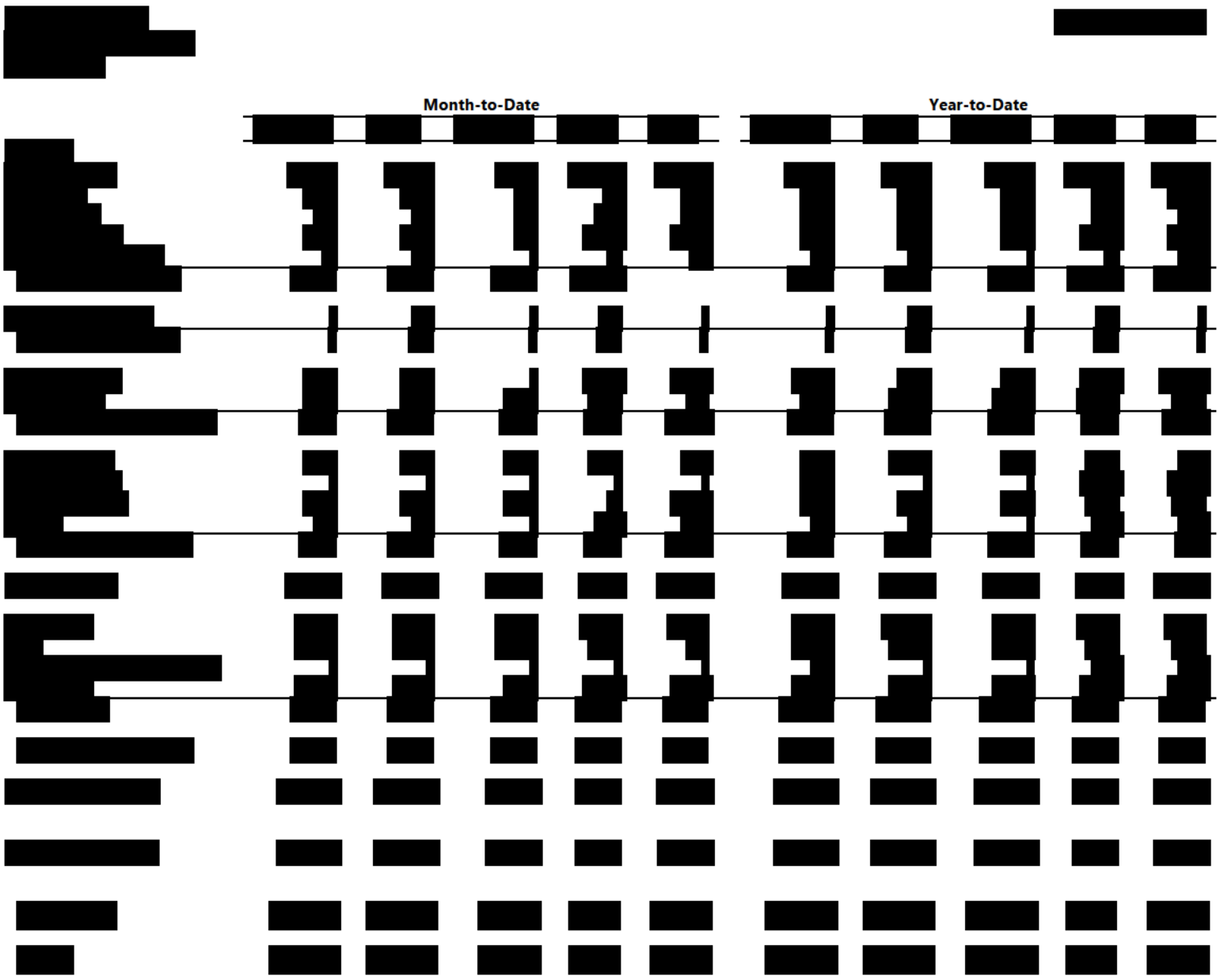





Month-to-Date
Year-to-Date






Month-to-Date
Year-to-Date

OCOEE
GOLF HOLDINGS



PROPOSED TERMS & EXCEPTIONS

PROPOSED TERMS & EXCEPTIONS

CONSIDERATIONS & STRUCTURE

Ocoee Golf Holdings, LLC (OGH) proposal is structured as a Lease Agreement between OGH and the City, covering the management, operation, and financial responsibility of Ocoee National. OGH will subcontract with Troon to provide complete turn-key management including, golf operations, F&B operations, golf course and facility maintenance, marketing and promotion, general and administrative functions, operating budgeting, employee hiring and training, capital project recommendations/execution, and financial management and reporting. All employees would be employees of Troon. OGH shall pay the City a Base Fee, a Gross Revenues Fee (based upon percentages of Greens Fees, Cart Fees, and Membership / Card Holder Revenues over a defined threshold) and contribute annually to a Capital Improvement Fund for the sole and exclusive right to manage, direct and use of the facility.

This structure best aligns the interests of OGH and the City. The structure promotes the growth of rounds and gross revenues for the benefit of Ocoee National and would provide both OGH and the City financial incentive for increased revenues and more efficient operations. OGH is dedicated to the goals of achieving the financial and community/recreational goals of the City. OGH remains open to discussion about alternative structures, and ultimately is committed to developing the most advantageous long-term partnership for both the City and OGH. OGH reserves the right to engage in discussions with the City with respect to this Response and Bid Proposal.

PROPOSED TERM: Ten (10) years, two five (5) year extension at the sole discretion of OHG.

BASE FEE: OGH will pay the Town an Annual Base Fee of $0 per annum in years 1-5, $100,000 per annum in years 6-10, and if extended, $150,000 per annum in years 11-15, and $200,000 per annum in years 16-20. The Annual Base Fee shall be paid in twelve equal installments.

REVENUE SHARE: OGH shall pay to the Town a revenue share (“Revenue Share”) of Gross Golf Revenues, Gross Food & Beverage Revenues and Gross Other Revenues (as defined below) equal to a certain percent that exceed the annual thresholds (“Annual Thresholds”) for the 2025 Calendar Year Revenues for Ocoee National as described below:

a. Gross Golf Revenues - Fifteen percent (15%) of Gross Golf Revenues that exceed an Annual Threshold of One Million and Eight Hundred Thousand Dollars ($1,800,000) but are less than or equal to Two Million Two Hundred and Fifty Thousand Dollars ($2,250,000), and Thirty Five percent (35%) of Gross Golf Revenues that exceed an Annual Threshold of wo Million Two Hundred and Fifty Thousand Dollars ($2,250,000). “Gross Golf Revenue” means gross receipts from green fees, cart fees, and membership / loyalty card holder fees.

b. Revenue Share thresholds above shall increase annually two- and one-half percent (2.5%).

c. Golf Instruction, Driving Range, Food & Beverage, and Clinic/Camp Revenue shall not be calculated in revenue share fees to the City.

d. Revenue Share amounts will be paid no later than May 31st of the following Year.

STRUCTURE: OGH shall remain solely responsible for all obligations of the agreement and the City shall have full recourse to OGH for any liabilities caused by this entity. All employees at Ocoee National shall be Troon employees and will work exclusively for the benefit of Ocoee National. Troon and OGH will retain exclusive right to hire and terminate employees.

COURSE OPERATION: All operating expenses of Ocoee National shall be the responsibility of OGH. OGH will execute an Operating Lease for the golf carts and maintenance equipment with funds inside of the operational budget.

GOLF CARTS: OGH will procure a new golf cart fleet at Ocoee National in Year 1 with the anticipation of replacing the fleets via lease in Year 1. Troon has assumed the replacement of the fleets no later than every 5 years.

FF&E AND MAINTENANCE EQUIPMENT: OGH will procure a new maintenance equipment and FF&E at Ocoee National in Year 1 with the anticipation of supplementing necessary items as needed. OGH will retain all ownership of the equipment and FF&E at the remainder of the term.

GREEN FEE / CART RATES: OGH shall have sole discretion to set greens fees and cart fees, provided that a resident rate shall be established and made available to all customers who present valid proof of residency within the City of Ocoee. Such resident rates shall be submitted to the City annually for review and approval.

CAPITAL IMPROVEMENTS:	In addition to the Base Fee and Revenue Share payments, OGH shall make an Initial Capital Investment up to $5.35M within the first 24-months of the contract term. Beyond this, **beginning in Year 5 and continuing thereafter**, OGH will deposit three and one half percent (3.5%) of Gross Revenues into an Annual Capital Reserve ("CIF"). The amounts in the CIF shall be strictly used for Capital Improvements to the Premises upon mutual agreement by both parties. Capital Improvements shall mean all projects, building systems and all improvements, repairs or replacements to the buildings and golf course (including pump stations and irrigation systems) of Ocoee National which have an expected useful life of a period of three (3) years or more and which cost in excess of Five Thousand Dollars ($5,000). OGH's responsibility for Capital Improvements is limited to the Initial Capital Investment and the balance in the CIF. Capital Reserve payments will be deposited into the CIF before May 31st of following Year.
ADDITIONAL CAPITAL:	While not required, OGH may elect to invest capital into Ocoee National beyond the initial $5.35M for benefit of the facility. For every $1M additional capital invested, the lease agreement shall automatically extend by four (4) contract years.
EXISTING INVENTORY:	OGH is not mandated to buyout existing pro shop and food & beverage inventory, but may have the opportunity to do so if desired.
OUTSTANDING CREDITS, DEPOSITS & EVENTS:	OGH shall be paid the full amount of all outstanding gift cards and gift certificates in January 2026. Any outstanding rainchecks that are redeemed in 2026 and beyond shall be reimbursed to OGh within 30 days. Any outstanding deposits for events in 2026 and beyond shall be paid to OGH in January 2026. OGH shall be provided a list of all contracted events for 2025 and beyond.
TERMINATION:	If the agreement is terminated for any reason, OGH shall be paid the unamortized (20-Year term) amount of the Initial Capital Investment of $5.35M.
PHASE I / PCA:	OGH shall contract for a Phase I and Property Condition Assessment for all Verticals, Pump Station, and Parking Lots prior to commencement date.

ADDITIONAL TERMS

1. 99-Year Ground Lease for New Multi-Use Facilities

We propose the development of a new, permanent structure on the Ocoee National Golf Club property. This facility would be privately funded and constructed by our team and would include the following:

- A full-service restaurant (as requested by the City)
- A modern Pro Shop (essential to golf operations)
- Dedicated event and banquet space for weddings, tournaments, and functions
- Facilities for the LPGA Hall of Fame and related exhibits
- A high-performance golf training center
- Potential office and administrative space
- Potential hospitality component (e.g., boutique golf hotel or short-stay lodge)

In order to finance and justify this capital-intensive development, we respectfully request a **99-year ground lease** on the footprint of this development site. This lease would provide long-term security for the investment while ensuring the facility remains a lasting public benefit.

Additional Points:

- Should OGH not maintain an operational lease of the golf course, the City would lease back the Pro Shop (and optionally the restaurant) under commercially reasonable terms, since these are core components of the golf operation which the City retains ownership of.
- We would also construct a separate golf equipment storage facility in support of ongoing operations. This structure would likewise be subject to a ground lease, with rent paid by the City to our operating entity through the term of the master lease or until termination.

2. Contingency Clause Regarding Dynasty Sports Complex

We understand that part of the City's anticipated growth in tourism and golf activity is tied to the proposed Dynasty Sports Complex, which is expected to drive substantial foot traffic and regional economic activity.

Given that our development model and revenue assumptions are closely tied to the projected success of this facility, we respectfully request the inclusion of a performance contingency clause in the agreement:

- If the Dynasty Sports Complex is not completed and operational within 24 months from the execution of our agreement, we shall have the option to reduce our financial and/or operational commitments under the RFP by a defined and material amount.
- This clause is necessary to ensure alignment between projected tourism growth and our proposed investment. Without the increased volume that the complex is expected to generate, the overall economics of the project change substantially.

OCOEE

GOLF HOLDINGS



REQUIRED FORMS

REQUIRED FORMS

- **Attachment "I"** - Proposer's Questionnaire
- **Attachment "J"** - City of Ocoee Execution of Offer Form
- **Attachment "K"** - Acknowledgement of Addenda
- **Attachment "L"** - RFP #25-006 Conflict of Interest Disclosure Form
- **Attachment "M"** - Non-Collusion Affidavit
- **Attachment "N"** - Drug-Free Workplace Certification
- **Attachment "O"** - Sworn Statement under Section 287.133(3)(A), Florida Statutes, on Public Entity Crimes
- **Attachment "P"** - Certification of Non-Segregated Facilities
- **Attachment "Q"** - Certification Regarding Scrutinized Companies' List
- **Attachment "R"** - Human Trafficking Affidavit
- **Attachment "S"** - Company Not an Entity of Foreign Country of Concern
- **Attachment "T"** - Contractor E-Verify Affidavit

Attachment "I"
Proposer's Questionnaire

The Proposer recognizes that in selecting a company/agent, the City of Ocoee shall rely, in part, on the answers provided in response to this questionnaire. Accordingly, Proposer warrants to the best of its knowledge that all responses are true, correct, and complete. The City of Ocoee reserves the right to contact each and every reference listed below and shall be free from any liability to Proposer for conducting such inquiry.

Company Profile

1. Number of Years in Business: 0_____

2. Number of Employees: 3_____ (company wide)
   Number of Employees: 3_____ (servicing location)

3. Annual Sales Volume: --_____ (company wide)
   Number of Employees: 3_____ (servicing location)

4. State that you shall provide a copy of your company's audited financial statements for the past two (2) years.
   SEE "FINANCIAL STABILITY" SECTION OF PROPOSAL.
5. Is your company currently for sale or involved in any transaction to expend or to become acquired by another business entity? If yes, please explain the impact both in organizational and directional terms. No.

6. Provide any details of all past or pending litigation or claims filed against your company that would negatively impact your company's performance under an agreement with the City of Ocoee. None.

7. Is your company currently in default on any loan agreement or financing agreement with any bank, financial institution, or other entity? If yes, specify date(s), details, circumstances, and prospects for resolution. No.

Attachment "J"
City of Ocoee Execution of Offer Form

Request for Proposal

THIS FORM IS TO BE COMPLETED, SIGNED AND RETURNED WITH YOUR PROPOSAL.

PROPOSER AGREES TO PERFORM ALL WORK AS SET FORTH IN THIS REQUEST FOR PROPOSAL, AND IN ACCORDANCE WITH THE TERMS AND CONDITIONS AT THE PRICES SUBMITTED.

If requested, the Proposer shall furnish bonding with the following company as surety: OCOEE GOLF HOLDINGS, LLC SHALL PROVIDE UPON REQUEST.

Name of Surety Company: _____

Address: _____

_____

_____

Phone Number: _____

Insurance Agent: _____

Address: _____

_____

_____

Phone Number: _____

Contact Person: _____

THE PROPOSER IS HEREBY NOTIFIED THAT THIS DOCUMENT SHALL BE SIGNED IN INK IN ORDER FOR THE PROPOSAL TO BE ACCEPTED. BY SIGNING, THE PROPOSER CERTIFIES THAT HE/SHE SHALL COMPLY IN EVERY ASPECT WITH THE REQUEST FOR PROPOSAL, ADDENDUMS, PROPOSAL, ANY AND ALL EMAILS/LETTERS OF CLARIFICATION, BAFO, AND CONTRACT.

The proposal, if submitted by an individual, shall be signed by an individual; if submitted by a partnership, shall be signed by such member or members of the partnership as have authority to bind the partnership; if submitted by a corporation the same shall be signed by the President and attested by the Secretary or an Assistant Secretary. If not signed by the President as aforesaid, there must be attached a copy of that portion of the bylaws, or a copy of a Board resolution, duly certified by the Secretary, showing the authority of the person so signing on behalf of the corporation. In lieu thereof, the corporation may file such evidence with the administration, duly certified by the Secretary, together with a list of the names of those officers having authority to execute documents on behalf of the corporation, duly certified by the Secretary, which listing shall remain in full force and effect until such time as the administration is advised in writing to the contrary. In any case where a proposal is signed by an attorney in fact, the same must be accompanied by a copy of the appointing document, duly certified.

If an Individual:

NAME: _____

_____
Street and/or P.O. Box

_____ _____ _____ _____
City State Zip Code Fed ID or SSN

_____ _____
Signature Date

_____
Print Signature

WITNESS: _____
Signature

_____
Print Signature

If a Partnership:

NAME OF PARTNERSHIP: OCOEE GOLF HOLDINGS, LLC

725 W. 50th Street

Street and/or P.O. Box

Miami Beach	FL	33140	Applied For
City	State	Zip Code	Fed ID or SSN

BY: _____ _____

Signature Date

_____

Print Signature

TITLE: MANAGER WITNESS: _____

Signature

_____

Print Signature

If a Corporation:

NAME OF CORPORATION: _____

_____

Street and/or P.O. Box

_____ _____

City State Zip Code Fed ID or SSN

STATE OF INCORPORATION: _____

BY: _____ _____

Signature Date

_____

Print Signature

TITLE: _____ WITNESS: _____

Secretary's Signature

_____

Print Signature

Remittance Address (if different than above):

Street and/or P.O. Box

City State Zip Code

NOTE: Firms must use their **full legal** name. Generally, a corporation's name must end with a suffix indicating the corporate status of that business (i.e., Inc., Co., Corp., etc.). Individuals or corporations may indicate trade names with the individual or corporate name followed by "t/a" (trading as) or "d/b/a" (doing business as), respectively. Failure to use your **full legal** name may be cause for rejection of the proposal.

Contact for Administration

NAME: _____

TELEPHONE: _____

EMAIL: _____

Payment Remittance Address

Street and/or P.O. Box

City State Zip Code

(Remainder of page left blank intentionally.)

Attachment "K"
Acknowledgement of Addenda

1. ACKNOWLEDGMENT OF ADDENDA:

Respondent acknowledges receipt of the following addenda:

No. 1	Dated 6/5/25
No. 2	Dated 6/20/25
No. 3	Dated 6/27/25
No. 4	Dated 7/11/25

(Remainder of page left blank intentionally.)

Attachment "L"

RFP #25-006 Conflict of Interest Disclosure Form

The award of this contract is subject to the provisions of Chapter 112, Florida Statutes, and all applicable federal, state, and local laws. All Bidders must disclose within their bid: the name of any City of Ocoee employee, Mayor or City Commissioner, other City Official, or City Consultants, who owns assets or capital stock, directly or indirectly, in the Bidder's firm or any of its branches, or would directly or indirectly benefit by the profits or emoluments of this Bid. (Indirect ownership or benefit applies to any members of his or her immediate family.) Bidder certifies that no member of the entity's ownership or management is presently applying for an employee position or actively seeking an elected position with the City. In the event that a conflict of interest is identified in the provision of services, Bidder agrees to immediately notify the City in writing.

The purpose of this disclosure form is to give the City the information needed to identify potential conflicts of interest for the City Commission, Staff, and other key City employees and consultants involved in the award and administration of this contract.

According to Chapter 112, Florida Statutes, the term "conflict of interest" "means a situation in which regard for a private interest tends to lead to disregard of a public duty or interest", and refers to situations in which financial or other personal considerations may adversely affect, or have the appearance of adversely affecting, an employee's professional judgment in exercising any City duty or responsibility in administration, management, instruction, research, or other professional activities.

Please check one of the following statements and attach additional documentation if necessary:

_X_ To the best of our knowledge, the undersigned firm has no potential conflict of interest for this RFP.

____ The undersigned firm, by attachment to this form, submits information which may be a potential conflict of interest for this RFP.

Acknowledged by:

OCOEE GOLF HOLDINGS, LLC

Firm Name

Signature

ADAM LAUFER, MANAGER

Name and Title (Print or Type)

Date

Attachment "M"
Non-Collusion Affidavit

ADAM LAUFER, being first duly sworn deposes and says:

1. He/She is the MANAGER
(Owner, Partner, Office, Representative or Agent)
of OCOEE GOLF HOLDINGS, LLC, the Bidder that has submitted the attached Bid;

2. He/She is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

3. Such Bid is genuine and is not a collusive or sham Bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affidavit, have in any way, colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted; or to refrains from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any Bidder, firm, or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit, or cost elements of the Bid price or the Bid price in any other Bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Contract;

5. The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Bidder or any other of its agents, representatives, owners, employees or parties in interest, including this affidavit.

By: _____
Title: MANAGER

STATE OF Florida
COUNTY OF Miami-Dade

Sworn to and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 31st day of July, 2025, by Adam Laufer who ☐ is personally known to me or ☒ has presented Florida DL as identification.

_____
Notary Public
My Commission Expires: 5/17/27

MELISSA PARKER
Notary Public - State of Florida
Commission # HH 361641
My Comm. Expires May 17, 2027
Bonded through National Notary Assn.

Attachment "N" Drug-Free Workplace Certification

The undersigned Bidder, in accordance with Florida Statute 287.087, hereby certifies that it has a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

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, and 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 pleas 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 is 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.

Bidder: OCOEE GOLF HOLDINGS, LLC

Signature: _____

By: ADAM LAUFER
(Print or Type Name)

Title: MANAGER

Date: _____

Attachment "O"
Sworn Statement under Section 287.133(3)(A), Florida Statutes, on Public Entity Crimes

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to City of Ocoee, Florida by OCOEE GOLF HOLDINGS, LLC by ADAM LAUFER, MANAGER.
(Print individual's Name & Title)

whose business address is 725 W. 50th Street, Miami Beach, FL 33140

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material representation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

   a. A predecessor or successor of a person convicted of a public entity crime: or

   b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a *prima facie* case

that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement I have marked below is true in relation to the entity submitting this sworn statement. (please indicate which statement applies).

X Neither the entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of this entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of this entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding concerning the conviction before a Hearing Officer of the State of Florida, Division of Administrative Hearings. The final order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Please attach a copy of the final order.)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH _____. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

_____

(Signature)

Date: 7/31/25

OCOEE GOLF HOLDINGS, LLC

Name of Bidder (Contractor)

STATE OF Florida

COUNTY OF Miami-Dade

Sworn to (or affirmed) and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 31st day of July, 2025, by Adam Lauter in the state of Florida County of Miami-Dade.

MELISSA PARKER
Notary Public - State of Florida
Commission # HH 361641
My Comm. Expires May 17, 2027
Bonded through National Notary Assn.

Notary Public Melissa Parker

My Commission Expires: 5/17/27

Attachment "P"
Certification of Non-Segregated Facilities

Bidder certifies that he/she does not maintain or provide for its employees any segregated facilities at any of its establishments, and that employees are not permitted to perform their services at any location, under this control, where segregated facilities are maintained. Bidder certifies further that it will not maintain or provide for employees any segregated facilities at any of its establishments, and that Bidder will not permit its employees to perform their services at any location under Bidder's control where segregated facilities are maintained. Bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this Bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage and dressing areas, parking lots, drinking fountains, recreation or entertainment area, transportation, and housing facilities provided for employees on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. Bidder agrees that (except where Bidder has obtained identical certification from proposed subcontractors for specific time periods) Bidder will obtain identical certifications from proposed subcontractors, if any, prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that Bidder will retain such certifications in its files.

The nondiscriminatory guidelines as promulgated in Section 202, Executive Order 11246, and as amended by Executive Order 11375 and as amended, relative to Equal Opportunity for all persons and implementations of rules and regulations prescribed by the United States Secretary of Labor are incorporated herein.

The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

Date July 31, 2025.

By: _____

ADAM LAUFER, MANAGER
(Title)

Official Address (including Zip Code):

725 W. 50th Street, Miami Beach, FL 33140

Attachment "Q"
Certification Regarding Scrutinized Companies' Lists

Bidder certifies that the company is not participating in a boycott of Israel. Bidder certifies that Bidder is not on the Scrutinized Companies that Boycott Israel List, not on the Scrutinized Companies with Activities in Sudan List, not on the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List, and is not engaged in business operations in Cuba or Syria, as those terms are used and defined in sections 287.135 and 215.473 of the Florida Statutes. In the event that Bidder is unable to provide such certification but still seeks to be considered for award of this solicitation, Bidder shall, on a separate piece of paper, clearly state that it is on one or both of the Scrutinized Companies lists and shall furnish together with its proposal a duly executed written explanation of the facts supporting any exception to the requirement for certification that it claims under Section 287.135 of the Florida Statutes. Bidder agrees to cooperate fully with the City in any investigation undertaken by the City to determine whether the claimed exception would be applicable. City shall have the right to terminate any contract resulting from this solicitation for default if Bidder is found to have submitted a false certification, or to have been placed on the Scrutinized Companies that Boycott Israel List, or to have been placed on the Scrutinized Companies for Activities in Sudan List, or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria.

Bidder: OCOEE GOLF HOLDINGS, LLC

By: _____
(Authorized Signature)

Printed Name and Title: ADAM LAUFER, MANAGER

Date: _____

Attachment "R"
Human Trafficking Affidavit

The undersigned, on behalf of Contractor, hereby attests as follows:

1. Contractor understands and affirms that Section 787.06(13), Florida Statutes, prohibits the City of Ocoee from executing, renewing, or extending a contract to entities that use coercion for labor or services.
2. Contractor hereby attests, under penalty of perjury, that Contractor does not use coercion for labor or services as defined in Section 787.06(2), Florida Statutes.

I, the undersigned, am an officer or representative of the non-governmental entity named below, and hereby represent that I: make the above attestation based upon personal knowledge; am over the age of 18 years and otherwise competent to make the above attestation; and am authorized to legally bind, and make the above attestation on behalf of, the Contractor. Under penalties of perjury, I declare that I have read the forgoing document and that the facts stated in it are true.

By: _____
Print Name: ADAM LAUFER
Print Title: MANAGER
Company Name: OCOEE GOLF HOLDINGS, LLC

STATE OF Florida
COUNTY OF Miami-Dade

The foregoing instrument was sworn to and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 31st day of July, 2025, by Adam Laufer, as manager of Ocoee Golf Holdings who is ☐ personally known to me or ☒ produced Florida DL as identification.

(Seal)

MELISSA PARKER
Notary Public - State of Florida
Commission # HH 361641
My Comm. Expires May 17, 2027
Bonded through National Notary Assn.

Notary Public Signature
Print Notary Name: Melissa Parker
My Commission Expires: 5/17/27

Attachment "S" Company Not an Entity of Foreign Country of Concern

In accordance with Florida Statute 287.138 and for purposes of this affidavit, "foreign country of concern" means the People's Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People's Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolas Maduro, or the Syrian Arab Republic, including any agency of or any other entity of significant control of such foreign country of concern.

The undersigned, on behalf of the entity listed below hereby attests under penalty of perjury as follows:

1. I am an officer or representative of OCOEE GOLF HOLDINGS, LLC (hereinafter "Entity"), and I am authorized to provide this affidavit on its behalf.
2. Entity is not owned by the government of a foreign country of concern.
3. No government of a foreign country of concern has a controlling interest in Entity.
4. Entity is not organized under the laws of or has its principal place of business in a foreign country of concern.
5. If, at any time in the future, Entity does become owned by a foreign country of concern, if a foreign country of concern acquires a controlling interest in Entity, or Entity becomes organized under the laws of or relocated to a foreign country of concern, Entity will immediately notify the City of Ocoee and no contracts may be executed, renewed, or extended between the parties.
6. I have read the foregoing affidavit and confirm that the facts stated in it are true, and are made for the benefit of, and reliance by the City of Ocoee.

Authorized Signature: _____

Printed Name: ADAM LAUFER

Title: MANAGER

STATE OF Florida

COUNTY OF Miami-Dade

The foregoing instrument was acknowledged ☒ by physical means / ☐ by electronic means before me this 31st day of July 2025 by Adam Laufer, who ☐ is personally known to me / ☒ presented Florida DL as identification and who ☒ did / ☐ did not take an oath.

Notary Public, Commission Seal:

MELISSA PARKER
Notary Public - State of Florida
Commission # HH 361641
My Comm. Expires May 17, 2027
Bonded through National Notary Assn.

_____

Print Name: Melissa Parker

Attachment "T"
Contractor E-Verify Affidavit

I hereby certify that OCOEE GOLF HOLDINGS, LLC [insert contractor company name] does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

A true and correct copy of _____ [insert contractor company name] **proof of registration in the E-Verify system is attached to this Affidavit.**

SEE FOLLOWING PAGE STATEMENT

_____

Print Name: ADAM LAUFER

Date: 7/31/25

STATE OF Florida

COUNTY OF Miami-Dade

The foregoing instrument was acknowledged before me by means of ☒physical presence or ☐online notarization, this July 31, 2025 (date) by Adam Laufer (name of officer or agent, title of officer or agent) of Ocoee Golf Holdings, LLC (name of contractor company acknowledging), a Florida (state or place of incorporation) corporation, on behalf of the corporation. He/she is personally known to me or has produced Florida DL (type of identification) as identification.

[Notary Seal]

MELISSA PARKER
Notary Public - State of Florida
Commission # HH 361641
My Comm. Expires May 17, 2027
Bonded through National Notary Assn.

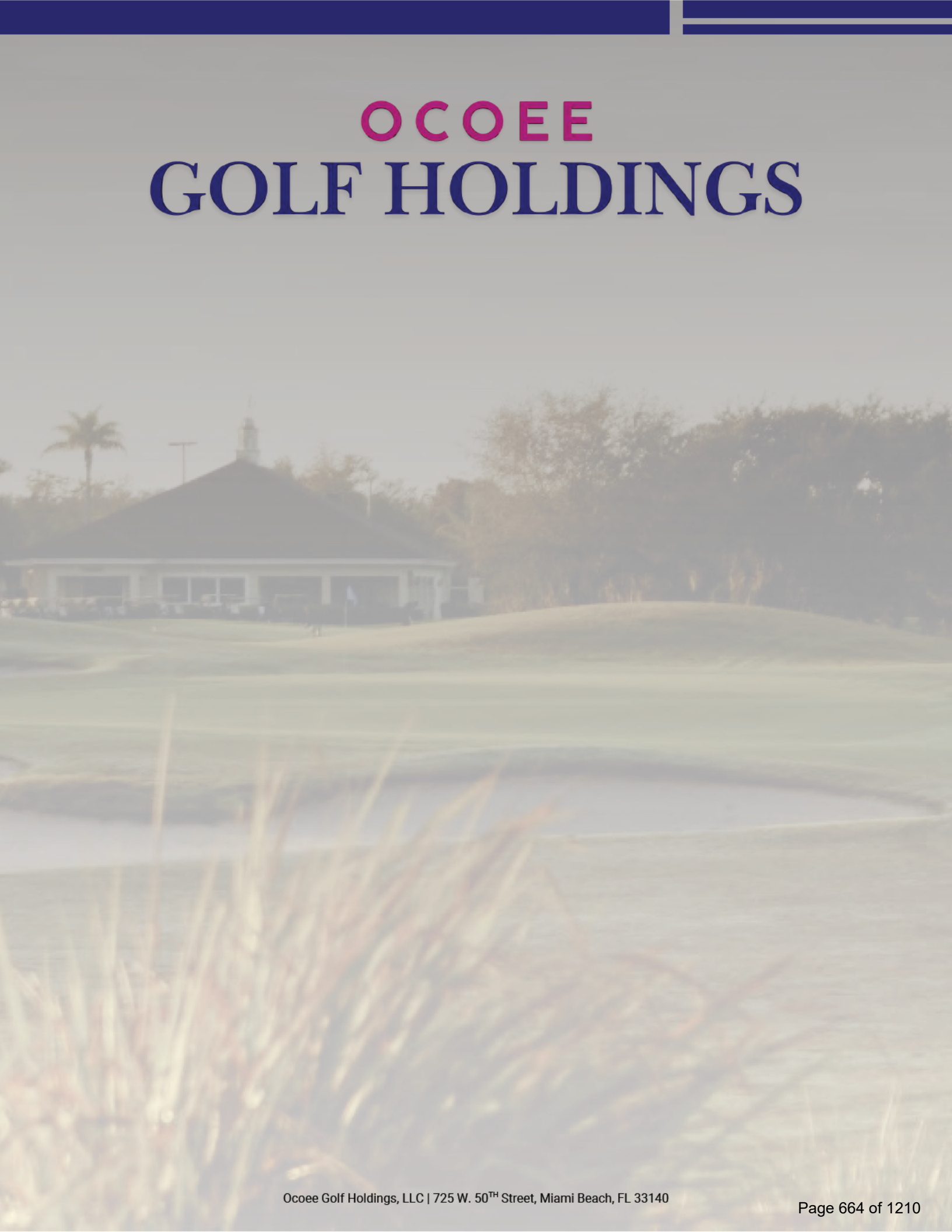
_____
Notary Public

Melissa Parker
Name typed, printed or stamped

My Commission Expires: 5/17/27

Ocoee Golf Holdings, LLC has contracted with Troon for the management and operation of Forest Lake Golf Club. All employees will be employeed by Troon, who maintains an E-Verify Registration. All Employees are required to pass e-verification before employment. Troon can provide Proof of E-Verify registration upon further request.

OCOEE
GOLF HOLDINGS



Response Proposal

Lease and Operation of the Forest Lake Golf Club #25-006



AUGUST 2025

PRESENTED TO:
City of Ocoee, Florida

PROPOSAL BY:
Tamarack Golf Management, LLC
Windermere, FL 34786

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Tamarack Golf Management, LLC
15501 Towne Commons Blvd.
Winter Garden, FL 34787
(407)395-3591 or (407)395-3590
info@stoneybrookwestgolfclub.com

August 5, 2025

City of Ocoee
1 North Bluford Street
Ocoee, FL 34761

RE: Response to request for proposals for the lease and operations of the Forest Lake Golf Club

To whom it may concern,

Thank you for the opportunity to submit the following response to the request for proposals for Forest Lake Golf Club. We believe that Tamarack Golf Management, LLC is best qualified to fulfill the goals of the City of Ocoee's vision for Forest Lake Golf Club.

As described in this proposal, we have a proven track record in golf course maintenance and management, highlighted by the successful re-opening of Stoneybrook West Golf Club in Winter Garden, Florida. We take great pride in the strong partnerships and relationships we have developed within our community and with local businesses.

Thank you for the opportunity to participate in this request for proposal. We look forward to further discussing how our experience and ideas that will benefit Forest Lake Golf Club and the City of Ocoee and it's residents.

Respectfully,

Rocky Hodge, Owner
Tamarack Golf Management, LLC
(407) 227-2164
rocky@stoneybrookwestgolfclub.com

PROPOSAL OVERVIEW

Tamarack Golf Management, LLC ("Tamarack") is pleased to submit our proposal for the lease and operation of the Forest Lake Golf Club in Ocoee, Florida.

We take immense pride in the strong partnerships and relationships we have developed within our communities and with local businesses.

Our team possesses a thorough understanding of the City of Ocoee's goals and objectives for the operation of Forest Lake Golf Club, and we are confident in our capacity to fulfill these expectations.

With our extensive management expertise, marketing skills, resources, and vendor relationships, along with our proven track record of success, we are uniquely positioned to be your preferred partner as we move forward.



Our Mission

Our mission is to elevate the game of golf through expert course management, strategic investment, and community-driven experiences.



Our Vision

Our vision is to create a welcoming, community-centered golf course destination that serve as a hub for connection, recreation, and relaxation.

COMPANY OVERVIEW

Overview of Tamarack Golf Management, LLC

Under the leadership of owner Rocky Hodge, Tamarack and its partners have extensive knowledge and experience in the fields of golf management, entrepreneurship, hospitality, and commercial development industries throughout North America. Tamarack has the ideal background and is exceptionally qualified to meet the needs of the City of Ocoee for Forest Lake Golf Club.

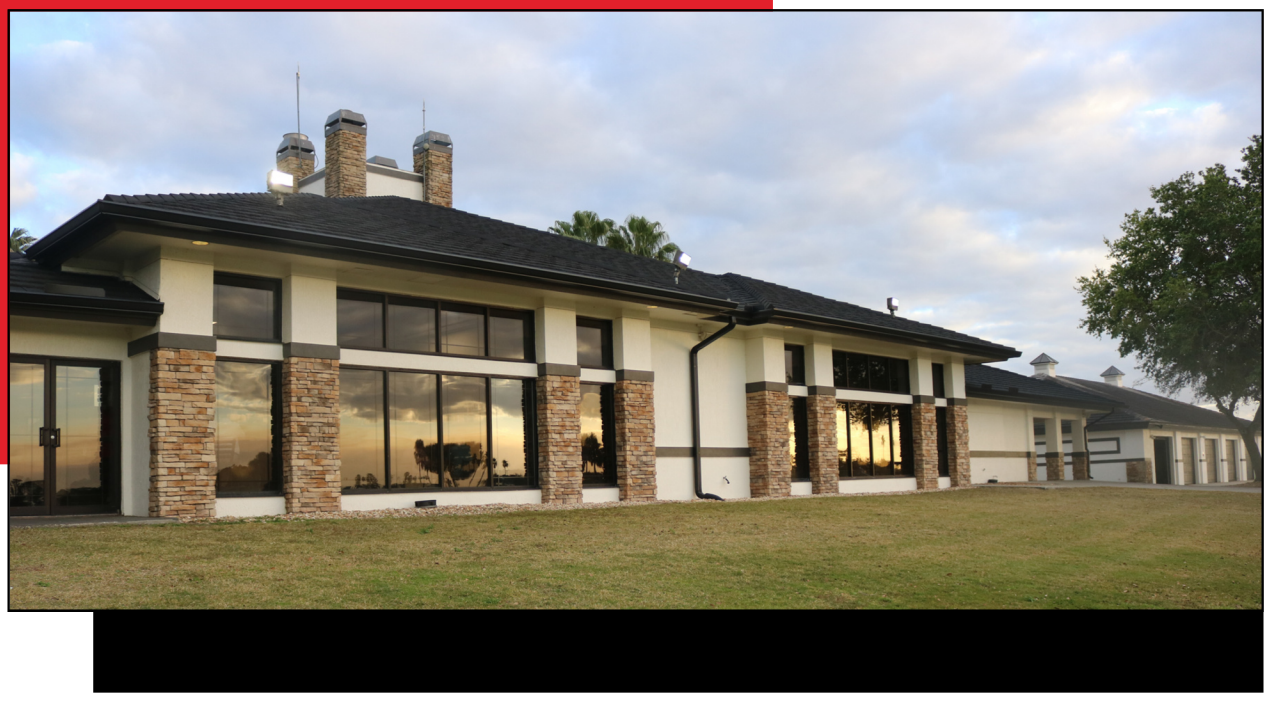
About Our Company

Tamarack Golf Management, LLC offers years of experience in the golf course management and hospitality industry. With the combined knowledge, our team clearly understands the commitment and understands what it takes to operate a successful business with clear and concise goals and objectives.

Successful Recent Revitalization of Stoneybrook West Golf Club

Since reopening Stoneybrook West Golf Club in 2022 after it had been closed for several years, Tamarack has helped restore it as a valued part of the community—bringing residents together and creating a place for golf, events, and connection in Central Florida.

In just over a year, Hodge and his team were able to reopen a full-service bar and restaurant, event space, and driving range. Following a brief partial reopening, the whole venue, including the renovated golf course, became operational within just a few short months.



MANAGEMENT AND TEAM MEMBERS



Rocky Hodge

Owner, Tamarack Golf Managment, LLC

Rocky Hodge, Owner

Rocky is a seasoned entrepreneur with over 30 years of experience in owning and operating businesses in the hospitality and service industry. He also has 20 years of experience in property development and business acquisitions and specializes in sports and entertainment.

After relocating from Canada in 2015, Rocky joined a weekly men's league at Stoneybrook West Golf Club. Like everyone else, he was taken aback when the course unexpectedly closed its doors in 2018.

A few years later, he found an opportunity to take over Stoneybrook West Golf Club. He engaged in discussions with the HOA and numerous residents of the Stoneybrook West community about his vision for the club. His goal was to restore it to a hands-on, single owner/operator management style while ensuring that residents had a say and could participate actively.

In 2022, Rocky secured the lease agreement for Stoneybrook West Golf Club and promptly began restoring the course and clubhouse to operational standards. He continues to implement improvements to maintain the course and clubhouse as a highly desirable destination in the Central Florida region.

Juan Rafael Villegas

Golf Course Superintendent

Juan Rafael has more than 20 years of experience in the industry as both superintendent and assistant superintendent for numerous top Central Florida courses:

- Mystic Dunes Golf Club
- ChampionsGate Golf Club
- Ritz Carlton Grande Lakes Golf Club
- West Orange Country Club
- Disney's Lake Buena Vista Golf Course
- Stoneybrook West Golf Club

Juan Rafael's qualifications include, but are not limited to:

- Fluent in Spanish
- Member of the GCSAA for the last 17 years
- Fully licensed by the Department of Agriculture of Florida for commercial chemical application
- Has assisted to various seminars in turf management over the last 15 years
- Fully experienced in Word, Excel, Outlook, and PowerPoint

Carlos Villegas

Golf Course Assistant superintendent

Carlos has several years of experience in golf maintenance and is currently responsible for:

- Day-to-day operations for Stoneybrook West Golf Club
- All agronomical practices
- Personnel training
- Management of maintenance team members

Carlos's qualifications include, but are not limited to:

- Fluent in Spanish
- Strong background of more than 15 years in golf course design and construction
- Strong background of more than 10 years in leadership
- Fully experienced in Word, Excel, Outlook, and PowerPoint

Kevin Conway

Golf Course Assistant superintendent

Kevin has had an extensive experience in golf maintenance.

He has also owned and operated several turf and grass maintenance companies. This has given Kevin a unique set of skills that makes him an indispensable part of the team.

His experience on the golf course has led us to create all kinds of projects that has helped us elevate Stoneybrook West Golf Club to the next level.

Kevin's qualifications include, but are not limited to:

- More than 20 years of experience in group leadership
- Various certifications in equipment usage as well as small tools usage
- Fully experienced in Word, Excel, Outlook, and PowerPoint

Jaime Olvera

Irrigation Technician

Jaime has a deep background in golf course management with an emphasis in irrigation.

For more than 10 years he oversaw all irrigation for the Interlachen Country Club in Winter Park, FL. This has given Jamie a special knowledge of how irrigation systems should operate and be maintained.

Jamie's qualifications and background include, but are not limited to:

- 10 plus years of experience as head irrigation technician at Interlachen Country Club
- Fully experienced in Rainbird irrigation system
- Fully experienced in Toro Osmac irrigation system

Cassandra Rodriguez

Executive Chef, Kitchen Manager & Event Coordinator

Cassandra has more than 23 years of experience in the culinary, restaurant, and hospitality industry. Her current responsibilities at Stoneybrook West Golf Club include, but are not limited to:

- Management of the kitchen staff, equipment and supplies
- Oversees prep work and ensures that all orders are consistent and to our standards of service
- Creates and collaborates on recipes and menus for restaurant specials, special menu dinners including our popular steak night, and catered events
- Manages inventory and ordering for the restaurant while controlling costs
- Day-of-Coordinator for events when needed

Carla Hodge

Administration

Carla has an extensive background and knowledge in the management industry. She has over 28 years of dedicated service primarily working in the animal industry, working with both small and large animals.

Before moving to Florida in 2015, she owned and operated her own grooming salon in Canada. This experience allowed her to develop a keen eye for detail and unwavering commitment to excellence, which is evident in her approach to maintaining the aesthetic and function of all aspects of Stoneybrook West Golf Club.

Carla's current responsibilities include, but are not limited to:

- Overseeing daily administrative operations
- Prepares payroll
- Conducts, organizes, cleans, and maintains inventory including linens and equipment
- Manages resources efficiently to balance quality with cost-effectiveness
- Collaborates with management team to enhance guest experiences, including community events

Leah Lucier

Event Director
& Marketing Manager

Leah brings a wealth of experience from over 7 years in the restaurant and hospitality industry, complemented by 14 years of legal expertise as an investigator at the Massachusetts Attorney General's Office.

Her current duties include, but are not limited to:

- Plans and coordinates various events for upwards of 200 guests
- Strategic planning and coordination for community events
- Schedules and creates posts for social media marketing
- Maintains all aspects of the website, including digital forms for customer usage
- Creates digital and physical marketing materials

Brian Davis Golf Academy Team *at Stoneybrook West Golf Club*



Brian Davis

PGA Pro
Academy Owner

Brian Davis was born in London, England. He turned professional in 1994, joined the European Tour in 1997, and then joined the PGA Tour in 2005.

Brian has played in almost 400 PGA Tour events, including a playoff loss in 2010 at the Verizon Heritage. His PGA Tour summary:

- 5 runner-up place finishes
- 1 third place finish
- 11 top 5 place finishes
- 28 top 10 place finishes

He also has two international wins:

- 2000 Peugeot Open de Espana
- 2004 ANZ Championship



Daniel Pachon

Academy Director
& Professional Coach

Daniel Pachon was born in Bogota, Colombia. He has been playing golf for more than 16 years and professional golf for over 5 years.

Daniel competed on the Talladega College golf team in Alabama and Keiser University golf team in West Palm Beach, Florida.

- Associate degree in golf management
- Member of the PGA Colombia
- Member of the Florida Professional Golf Tour
- Former program director for TGA Sports Orlando

Andrew Arft

Professional Coach

Andrew Arft brings a wealth of experience and expertise to the Brian Davis Golf Academy. Here is just a snapshot of his success:

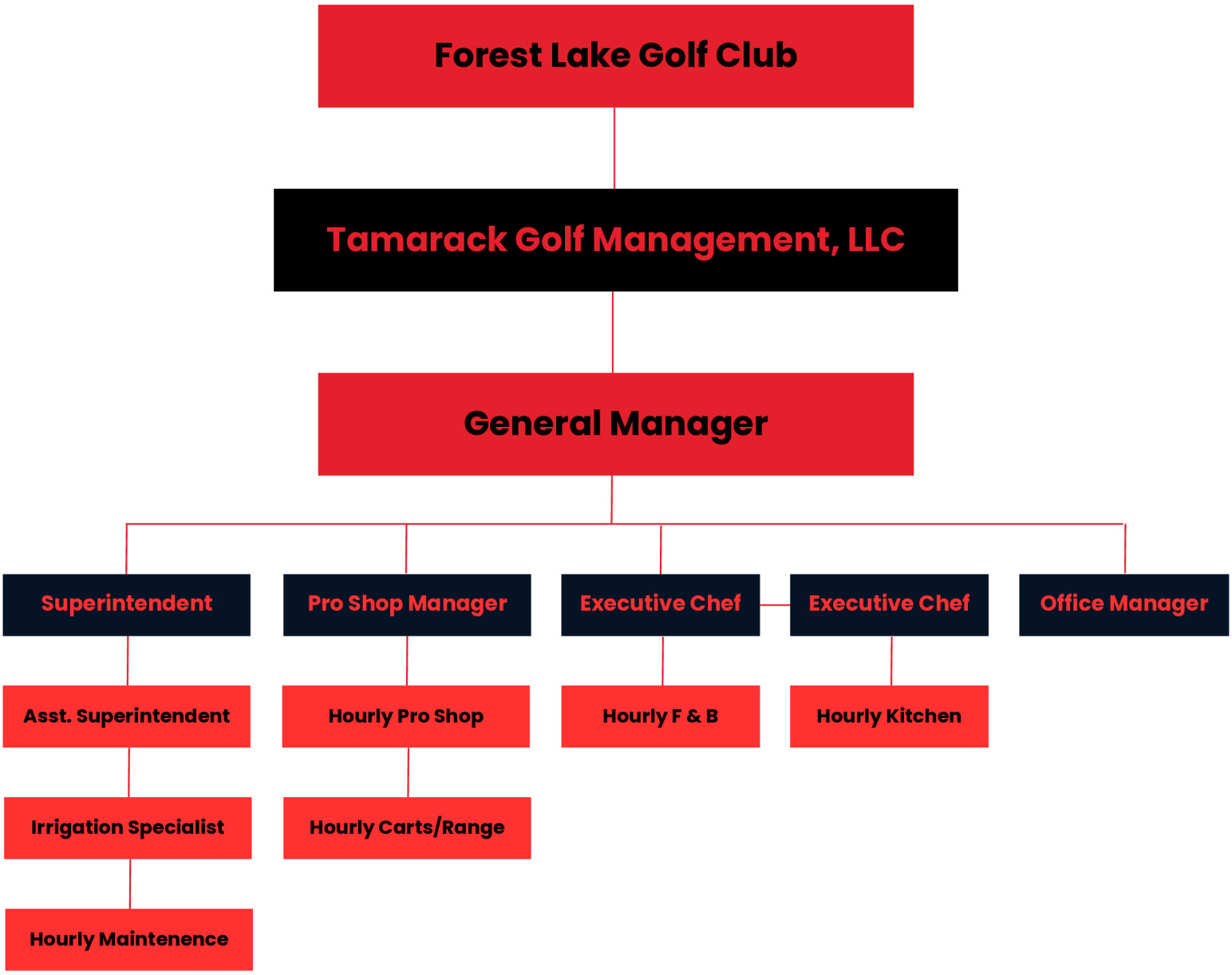
COLLEGE -

- Competed for University of Central Florida and Columbus State University golf teams
- 11 Top ten finishes & 5 Top five finishes
- 72.7 scoring average senior year
- All Conference selection senior year

PROFESSIONAL -

- Career low round of 62 in 2018 (Sault Ste. Marie Country Club)
- 2018 Sault Ste. Marie Invitational Champion
- Member of PGA Latinoamerica Tour for the 21' and 22' season
- 2023 Jamaican Open presented by Antigua Bay Champion
- Top 20 on year end points list on Dakotas Tour in 23' and 24'
- 18 wins on the Moonlight Golf Tour
- Have been teaching professionally for over two years

ORGANIZATIONAL CHART



STAFFING TRANSITIONAL PLAN

Tamarack intends to retain all current employees at Forest Lake Golf Club. Though, employees are free to end their employment if they choose. We do have staff that we could utilize to backfill any positions needed right away. We will maintain all employees' current salaries, at a minimum, until further discussion with the employees about their expectations and duties, where there could be potential for an upward adjusted compensation package, but would never fall below their current compensation.

Tamarack believes that employees are essential team members and are vital to the success of the business. To establish a positive work environment, Tamarack will open and maintain communication with all employees to clearly lay out expectations and policies to ensure continuity of service. Our goal is to create a high-performing, knowledgeable team dedicated to delivering exceptional service to our community and customers.

Additionally, we are committed to hiring locally when needed, with a particular focus on employing local high school students. Tamarack genuinely believes in offering a supportive and enriching environment for teens to start their employment journey.

Tamarack owner and Stoneybrook West Golf Club's course superintendent would meet with current course maintenance employees and superintendents to collect the most up-to-date information on course conditions and develop a detailed plan of action for items that need immediate attention, as well as a game plan for future improvements.

Tamarack owner and Stoneybrook West Golf Club's executive chef would meet with current kitchen employees to collect the most up-to-date information on current kitchen conditions and inventory. Then all involved will develop a detailed plan of action for improvements needed immediately as well as a game plan for long term improvements.

Tamarack owner and additional management team members will meet with current Forest Lake Golf Course management team members to collect the most up-to-date information on current operational conditions and inventory. Then all involved will develop a detailed plan of action for improvements needed immediately as well as a game plan for long term improvements.



SCOPE OF SERVICES

General Daily Operation Services Proposal

Forest Lake Golf Club will be open daily with minimal closures. Even when the weather prohibits course play, the full-service restaurant and lounge are open.

The specific areas of services described in the next few sections will explain what Tamarack is also proposing to implement at Forest Lake Golf Course to ensure a successful business.



Golf Course Management Services

We truly believe that taking care of a golf course is successful when we focus in all areas dividing them in 6 sub-areas:

1. Tees and Fairways
2. Greens
3. Bunkers
4. Roughs
5. Native areas
6. Bodies of water

1.Tees and Fairways:

- Mowing: These areas are cut at the same height, so they have similarities in their maintenance. These two sub-areas are mowed at least two (2) times a week with exceptions being made when the weather is too adverse. When weather is poor, each situation will dictate the mowing frequency.

A clear example of this is when there are heavy rains and saturation in the ground is present, we will have to wait for waters to recede in order to mow. If mowing is done with too much moisture, ground damage will happen.



- Agronomical practices: The required agronomical practices will be done to the tees and fairways.
  - *Fertilization*: This includes fertilization with both granular and liquid fertilizer. Fertilization will be done at a minimum of once per month.
  - *Pest & Weed Control*: Other practices like pest control (weeds or insects) will be done on a constant basis to keep quality where we want it. Preventative applications will be done at least once a calendar year for insects such as mole crickets, and at least 3-4 times for weeds.
  - *Aerification*: Typically, we perform aerification of the tees and fairways every 1.5 years, on average. This has been industry standard of time for many years and have seen great results with this application.

2. Greens:

- Mowing: We believe greens are the heart of the course. With this in mind, we strive to cut them daily unless we have severe low temperatures for at least two days in a row or excessive water from torrential storms. These two situations are rare, so this happens minimally.

- Agronomical practices:
  - Fertilization: The greens require at least one foliar fertilization weekly and one granular fertilization once a month. Pest control is done on a daily basis and preventative applications are done once a year. Aerification is mostly done in the growing season which usually goes from end of april to end of October. We need to do a minimum of one core aerification and 3 solid tine aerifications in this 6 months. Weed control is ongoing and on a weekly basis as well as insect control.

3. Bunkers:

- Bunkers are to be raked at least 3-4 days during the week, and the edges maintained (edged and fertilized) monthly.

4. Roughs:

- In the growing season we mow roughs once a week
- During the winter, once a month, adequate irrigation will be used as well as fertilization and pest control.
- Fertilization and pest control practices are done on an as-needed basis.

5. Native areas:

- We try to leave native areas alone so they can flourish and enhance the course.
- Eventually these areas need some cleaning and trimming. This usually happens once a year, especially with areas close to the playing areas.

6. Bodies of water:

- This area needs to be maintained and treated often, especially for algae pressure. This service is usually subcontracted, and monthly treatments are done.
- Trimming and mowing of edges are done on a monthly basis.



Golf Course Management Proposal

Aside from the day-to-day upkeeping of the course, here are some of the more specific plans to address from the onset:

- Tamarack will perform foliar fertilization with a high iron content to enhance the color of rye grass in playing areas.
- Beautify overgrown areas that are close to playing areas. These areas will also give a more scenic golf course view for visitors utilizing the West Orange Trail.
- Edging all eight hundred sprinkler heads throughout the golf course.
- Maintain waste bunkers daily.
- Hole 12 & Hole 13: Repair waste bunkers and refine edging boundaries.
- The pond located by Hole 14 & Hole 16: Clean up and will perform further analysis once on site to determine additional plans for improvement.
- Hole 15 (right side) & Hole 17 (left side): Clean up dead trees and branches and define palms and Palmetto bushes.
- Hole 1: Clean up dead branches and weeds, while bringing up the canopy to highlight the natural landscape.

Current & Proposed Plans for Golf Service Offerings

The Brian Davis Golf Academy

The Academy was founded in 2023 by PGA Tour pro, Brian Davis, and partnered with Stoneybrook West Golf Club.

They offer single and weekly group lessons for women, men, juniors, and kids of all ages and levels, from beginners to someone looking to improve their game.

The Brian Davis academy certainly brings a fun atmosphere to the community through their variety of activities, including kid camps, and lessons from their amazing coaches.

Golf Tournaments and Outings

Tamarack hosts a variety of golf events, including tournaments, corporate outings, charity scrambles, leagues, and casual rounds with friends.

We assist in planning a large-scale tournament or an intimate golf gathering, our venue provides the perfect environment for a memorable day on the course for both competitive and recreational events.

Tamarack Golf Management, LLC has established wonderful relationships with and routinely hold tournaments for:

- Florida State Golf Association
- Florida Professional Golf Tour
- The Claret Junior Tour
- Moonlight Golf Tour

Additional Golf Services

Tamarack offers periodic club fitting demonstrations with the top name brands in the golf industry and will provide the same offering at Forest Lake Golf Club.

We have a great working relationship with Golf Channel and they have filmed a few times with us.



Additional Services and Offerings

Tamarack provides a wide variety of services and offerings to our customers.

Some of those services and offerings include:

- Golf cart wraps for business sponsorships to increase revenue and cover costs associated with the upgraded technology.
- Golf carts with GPS and built in screens for advertisement opportunities and convenience for ordering food off our menu.
- Monthly calendars and newsletters to keep our customers and members informed on the new and upcoming events and specials.
- The pro shop offers hard goods including golf clubs, golf balls, tees, and various other golf equipment. As well as men's, women's and youth apparel including shirts, hats, caps, dresses, and accessories.
- Annual memberships
  - Junior
  - Couples
  - Family
  - Single
  - Corporate
- Range ball specials
- Daily happy hour
- We honor and respect our veterans, first responders, and law enforcement by offering a discounted rate for golf.



Proposed Operating Plan for Golf Services

Tamarack is proposing to invest up to $3.5 million to renovate and reconstruct some specific areas of golf course and all 18 greens. Final investment will be determined once on-site, and evaluations are done.

Tamarack would ensure the golf course is open daily with minimal closures. Even when the weather prohibits course play, the full-service restaurant would be open. The course would be open every day from 6 am until dark.

Additionally, we would create a golf academy on day one. The academy would provide individual lessons as well as group clinics for women and children. The academy would also offer summer camps, which are popular among families in the area.

We would immediately start reaching out to the Ocoee community, including the local schools, to establish Forest Lake Golf Course as their home course and encourage them to utilize the facility for events.

Tamarack has already established great relationships with a multitude of local schools, which resulted in Stoneybrook West Golf Club being the home course for West Orange High School, as well as being a sought-after location for many events, including golf tournaments, banquets, fundraisers, sports team celebrations, and parties. We want to do the same for the local schools in Ocoee.

We also periodically offer club fitting demonstrations with the top name brands in the golf industry.

Furthermore, we would want to bring in additional golf events including men's and women's golf leagues (weekly and monthly), couples' golf events, evening light up driving range events, host golf and social events with well-known fraternities who work with the underprivileged communities, hold summer and holiday golf camps for kids, and international golf camps (we currently host a yearly 6-week camp for students from South Korea and plan on expanding this offering).











Current Food & Beverage Services

Tamarack is prepared to provide the same level of service and oversight to Forest Lake Golf Course as it currently does. Tamarack acknowledges the importance of food and beverage options for the residents of Ocoee. We will work with the current kitchen staff to enhance and expand offerings and service.

Tamarack currently offers a full lunch and dinner menu, with specialty nights, including our popular “steak night”.

Dinner Menu

STEAKS

RIBEYE
10 oz beef ribeye
$35

PRIME RIB
10 oz prime rib
$30

FILET
8 oz beef filet
$35

All served with grilled asparagus, au jus and your choice of potato: au gratin, mashed, or french fries
**Horseradish upon request*

MAKE IT A SURF & TURF MEAL: Add Shrimp Skewer - $13

Add A Side Soup or Salad:

Garden Salad *$6*
Caesar Salad *$6*
Soup du Jour *$6*

SALADS

WINTER GARDEN SALAD
Mixed greens, walnuts, goat cheese, cranberries, mandarin
Served with a champagne vinaigrette
$12

BERRY SALAD
Mixed greens, baby spinach, seasonal berries, red onion, cherry tomatoes
Served with a raspberry vinaigrette
$12

(Add: beef - $7, chicken - $5, salmon or shrimp - $6)

PASTA

ALFREDO PASTA
Linguini tossed in a creamy alfredo sauce
Choice of: Chicken or Shrimp
$19

CHILDREN

GRILLED BEEF SKEWER *$13*
CHICKEN TENDER SKEWER *$13*
GRILLED SHRIMP SKEWER *$13*
All served with french fries

DESSERT

CHEESECAKE
Served with choice of: Caramel or Chocolate Sauce, or Strawberry Drizzle
$8

CHOCOLATE CAKE
$8

**Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness*
A 20% gratuity will be added for a party of 6 or more







Proposed Operating Plan for Food & Beverage Services

Tamarack will offer a full-service bar and an expansive menu for lunch and dinner at the existing restaurant and bar. The restaurant would be open daily from 9 am to 8 pm, with the ability to adjust closing time depending on foot traffic and/or any events being held each night.

The menu would offer a wide range of options from delicious appetizers and entrees to mouthwatering soup-of-the-day specials. Tamarack acknowledges the importance of additional food and beverage options for the community of Ocoee.

We will work with the current kitchen staff and our current executive chef to implement new dishes and update recipes to bring an elevated food service to Forest Lake Golf Club.

We will also collaborate with various community organizations and Ocoee residents to bring in and host community events and additional catered events. We want to be a place that people want to come for a quick bite and a drink, or a place to hold meetings and networking events, to just name a few ideas.

We also have ideas on how to expand the current restaurant at Forest Lake Golf Club so that we can have more guests on a daily basis. Additionally, we will be expanding an event area to offer for tournament luncheons, weddings, celebrations, and other events. We want Forest Lake to be a place that residents and neighbors gather over good food and drinks.

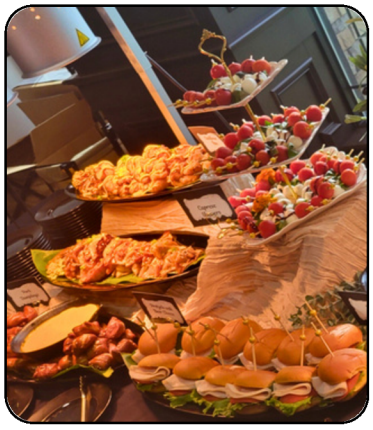
Current & Proposed Event Services

Tamarack will utilize the skills we have learned over time to execute a successful event for all types of occasions, including weddings, bridal and baby showers, birthday parties, celebration of life, end of school and graduation parties, banquets, fundraisers, galas, networking events, or just a social gathering.

The event coordinator manages all events by being the main point of contact with the customer and vendors, plans and executes all aspects of the event, and coordinates with staff.

Our plan at Forest Lake golf Club is to reach out to the Ocoee community, including the local schools, to establish Forest Lake Golf Course as their home course and encourage them to utilize the facility for events.

Stoneybrook West Golf Club is proud to be a part of the Horizon West Happenings and We Are Winter Garden marketing groups. And through our membership with each, we have established deeper connections with our community.











Renovation Services

Tamarack has done extensive **renovations including an 18-hole golf course, clubhouse, lounge, restaurant, and pro shop.**



Tamarack provides the majority of renovation directly, instead of hiring out. Whether the renovation was a thorough cleanup or a complete transformation, Tamarack has renovated the fairways, bunkers, tee boxes, and greens to an unparalleled standard of play.

Tamarack continues to renovations to keep courses in the best shape to be challenging and competitive with other local courses.

We have also completed a renovation to a 10,000 square foot clubhouse. The interior and exterior were painted, the pro shop was remodeled and modernized, as well as the restaurant, kitchen, and event space.

One of the more transformative projects Tamarack completed was an outdoor bourbon and cigar lounge for additional covered space.

Cigar & Bourbon Lounge Renovation





Restaurant Renovation





Event Banquet Renovation





COMMUNITY IMPACT

Local Schools

Tamarack has established a great relationship with our local community schools who host many events, including golf tournaments, banquets, fundraisers, sports team celebrations, and parties.

Stoneybrook West Golf Club is home to the West Orange High School boys and girls golf teams.

We also offer donations to the local schools for fundraisers.









Community Social Events

Tamarack has created numerous social events for the local communities and proposes to develop these events for the residents of Ocoee.

GOLF EVENTS:

- Men's and women's golf leagues (weekly and monthly)
- Couples' golf events
- Evening light up driving range events
- Host golf and social events with well-known fraternities who work with the underprivileged communities
- We hold summer and holiday golf camps for kids
- International golf camps
  - We currently host a yearly 6-week camp for students from South Korea and are looking to expand

ANNUAL SOCIAL EVENTS:

- Fall Festival Weekend
  - Activities include hayrides, bounce houses, crafts, local vendors and musicians
- Halloween Party
  - Children are invited to show up in costumes and walk our treat trail
  - We also offer bounce houses, crafts, and have the children play games
- Christmas Parade
  - Santa & Mrs. Claus join everyone in a golf cart parade. Followed by the reciting of "The Night Before Christmas" and handing out gifts
  - We also offer various crafts for the children
- Easter Egg Hunt
- Kid's New Year's Eve countdown
- Other Holiday Dinners and Parties
- Superbowl Parties

REOCCURING SOCIAL EVENTS:

- As noted previously, Steak Night offers a monthly special dine-in menu
- Once a month, we host a themed party for our customers
- Local senior citizen group outings for lunch
- Various community groups hosting their luncheons and/or meetings
- We love supporting our local artists through weekly live music, or during special events.
- Networking Events
  - From weekly local business networking socials to full-scale large networking events of upwards of 200 guests
- Monthly trivia, bingo, karaoke, or charades evenings
- We are always planning more fun and exciting events to engage with our community











PROPOSED BUDGET & PROJECTED REVENUE

2026 - PROFIT & LOSS PROJECTION

SALES REVENUE	
RES TAURANT	$600,000
PRO SHOP/GOLF	$2,800,000
TOTAL REVENUE	$3,400,000
EXPENSES	
GOLF CARTS - 100 NEW CARTS	$120,000
LABOR/MANAGEMENT SALARIES	$1,378,000
FOOD COST	$180,000
EQUIPMENT COST/REPAIR	$100,000
GOLF MAINTENANCE COST	$450,000
MARK ETING/ADV ERTI SI NG	$75,000
OFFICE SUPPLIES	$25,000
PROFESSIONAL SERVICES	$45,000
PROPERTY TAX	$60,000
INSURANCE	$75,000
UTILITIES/WATER	$120, 000
TOTAL EXPENSES	$2,628,000
NET PROFIT	$772,000
PAYMENT TO CITY OF OCOEE	$308,800

(40% commission OR minimum guarantee $15,000/month rent)

2027 - PROFIT & LOSS PROJECTION

(3month closure -new greens)

SALES REVENUE	
RES TAURANT	$450,000
PRO SHOP/GOLF	$2,300,000
TOTAL REVENUE	$2,750,000
EXPENSES	
GOLF CARTS	$120, 000
LABOR/MANAGEMENT SALARIES	$1,378,000
FOOD COST	$160,000
EQUIPMENT COST/REPAIR	$100,000
GOLF MAINTENANCE COST	$450,000
MARK ETING/ADV ERTI SI NG	$75,000
OFFICE SUPPLIES	$25,000
PROFESSIONAL SERVICES	$50,000
PROPERTY TAX	$60,000
INSURANCE	$75,000
UTILITIES/WATER	$120, 000
TOTAL EXPENSES	$2,613,000
NET PROFIT	$137,000
PAYMENT TO CITY OF OCOEE	$180,000

(40% commission OR minimum guarantee $15,000/month rent)

2028 - PROFIT & LOSS PROJECTION

SALES REVENUE	
RES TAURANT	$750,000
PRO SHOP/GOLF	$3,000,000
TOTAL REVENUE	$3,750,000
EXPENSES	
GOLF CARTS	$120,000
LABOR/MANAGEMENT SALARIES	$1,590,000
FOOD COST	$262,000
EQUIPMENT COST/REPAIR	$100,000
GOLF MAINTENANCE COST	$450,000
MARK ETING/ADV ERTI SI NG	$75,000
OFFICE SUPPLIES	$30,000
PROFESSIONAL SERVICES	$50,000
PROPERTY TAX	$75,000
INSURANCE	$80,000
UTILITIES/WATER	$130,000
TOTAL EXPENSES	$2,962,000
NET PROFIT	$788,000
PAYMENT TO CITY OF OCOEE	$315,200

(40% commission OR minimum guarantee $15,000/month rent)

2029 - PROFIT & LOSS PROJECTION

SALES REVENUE	
RES TAURANT	$900, 000
PRO SHOP/GOLF	$3,000,000
TOTAL REVENUE	$3,900,000
EXPENSES	
GOLF CARTS	$120,000
LABOR/MANAGEMENT SALARIES	$1,655,000
FOOD COST	$315,000
EQUIPMENT COST/REPAIR	$100,000
GOLF MAINTENANCE COST	$500,000
MARK ETING/ADV ERTI SI NG	$75,000
OFFICE SUPPLIES	$30,000
PROFESSIONAL SERVICES	$50,000
PROPERTY TAX	$75,000
INSURANCE	$80,000
UTILITIES/WATER	$140, 000
TOTAL EXPENSES	$3,140,000
NET PROFIT	$760,000
PAYMENT TO CITY OF OCOEE	$228,000

(30% commission OR minimum guarantee $15,000/month rent)

PAYMENT TO CITY OF OCOEE	$189,000

(Hotelcommission-$5/room/night.Based on 70% occupancy)

TOTAL PAYMENT TO CITY OF OCOEE	$417,000

2030 - PROFIT & LOSS PROJECTION

SALES REVENUE	
RES TAURANT	$1,000,000
PRO SHOP/GOLF	$3,250,000
TOTAL REVENUE	$4,250,000
EXPENSES	
GOLF CARTS	$120,000
LABOR/MANAGEMENT SALARIES	$1,790,000
FOOD COST	$350,000
EQUIPMENT COST/REPAIR	$100,000
GOLF MAINTENANCE COST	$525,000
MARK ETING/ADV ERTI SI NG	$100,000
OFFICE SUPPLIES	$30,000
PROFESSIONAL SERVICES	$50,000
PROPERTY TAX	$75,000
INSURANCE	$80,000
UTILITIES/WATER	$140, 000
TOTAL EXPENSES	$3,360,000
NET PROFIT	$890,000
PAYMENT TO CITY OF OCOEE	$267,000

(30% commission OR minimum guarantee $15,000/month rent)

PAYMENT TO CITY OF OCOEE	$189,000

(Hotelcommission-$5/room/night.Based on 70% occupancy)

TOTAL PAYMENT TO CITY OF OCOEE	$456,000

CAPITAL IMPROVEMENT PLAN

Forest Lake Golf Club has been open since 1994 and has been a beloved amenity to Ocoee's residents and visitors. However, given the course's older age and outdated facilities, many improvements are needed to keep up with the current market.

Tamarak's proposal is to develop a 12-16 acre land parcel (which is the current driving range area) to include the following amenities:

- A new two-level golf clubhouse that will house the pro shop, golf academy, and LGPA Hall of Fame [to be named at a later date] (approx. 8,5000 sq. ft.);
- A 150-room hotel with amenities including, but not limited to, restaurants and pool [to be named at a later date] *(approx. 60,000 sq. ft.);*
- A distillery/brewery [to be named at a later date] *(approx. 12,000 sq. ft.);*
- An academy and LPGA Hall of Fame [to be named at a later date] *(approx. 15,000 sq. ft.); and*
- Approximately 45,000 square feet in multi-use retail spaces.



TAMARACK GOLF FOREST LAKE - OCOEE, FLORIDA • SITE PLAN STUDY

PNB125124 | 07.30.2025 | HENSELPHELPS | TAMARACKGOLF

LandDesign.

LEGEND

- (A) ARRIVAL
- (B) HOTEL
- (C) RETAIL/ COMMERCIAL
- (D) BANK SITE - COMMERCIAL
- (E) MAINTENANCE
- (F) HOLE 18/ 1 (NEW)
- (G) PRACTICE/ SHORT GAME
- (H) PROPOSED BRIDGE
- (I) TOP TRACER/ RANGE
- (J) GOLF CLUBHOUSE
- (K) BREWERY/ ENTERTAINMENT
- (L) SURFACE PARKING
- (M) BAR RESTAURANT GRAB & GO
- (N) HOTEL AMENITY



TAMARACK GOLF FOREST LAKE - OCOEE, FLORIDA • SITE PLAN STUDY

PN8125124 | 07.30.2025 | HENSELPHELPS | TAMARACKGOLF

LandDesign.

Tamarack's plans would give an edge to the City of Ocoee as a place to stay and play for both residents and visitors.

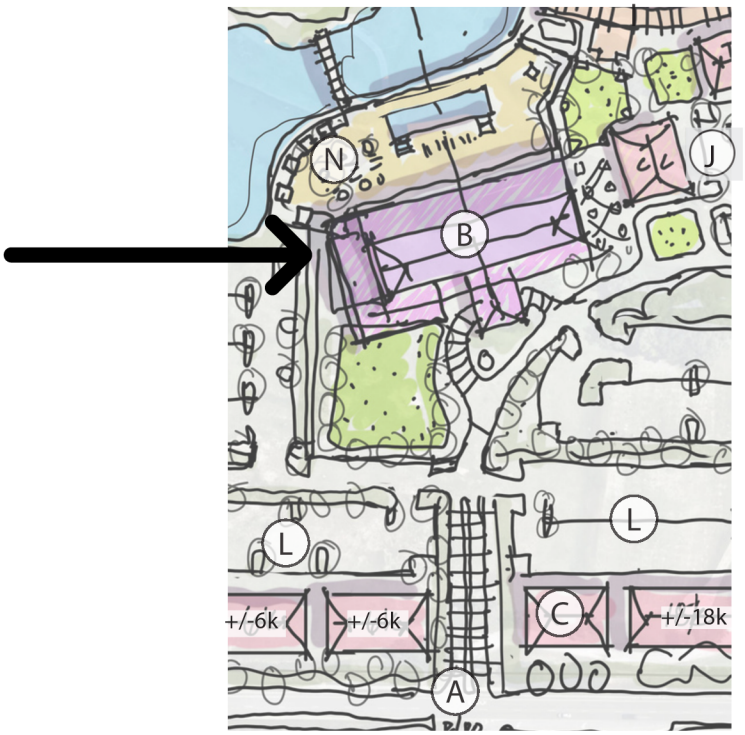
As you know, Forest Lake Golf Club is in close proximity to the Walt Disney World Resort property as well as other major theme parks and attractions. Furthermore, the property is near many hospitality amenities in and around Orlando, including the Orange County Convention Center only 30 minutes away.

With one of the biggest advantages of Forest Lake Golf Club being only 25 minutes from Orlando International Airport, this proposal would give great value without the high traffic concerns of the Walt Disney World properties and other attractions in and around Orlando.

With Tamarack's vision and the support of the residents, we would produce a resort destination product that all of Central Florida can be proud of.



HOTEL



Given Ocoee's vast and ever-growing population, a hotel with on-site amenities would attract more corporate and charity functions, weddings, and other events.

Hotel

Tamarack has plans to construct and manage a 150 room hotel *(to be named at a later date)*. Included in the collection of resort-styled guest rooms will be 30 to 40 suites to accommodate any type of stay.

One amenity that will set Tamarack's hotel apart from others in the area will be the 5,000 square foot golf academy facility featuring golf fittings, golf club repairs and golf fitness.

Amenities will be abundant, including restaurants, a fitness center and a serene and tranquil spa. Visitors can further unwind at the inviting rooftop pool overlooking the golf course.

Conference/Function Room

The current clubhouse houses a restaurant and meeting area; however, that area accommodates a maximum capacity of only 70 people. This unfortunately does not allow Forest Lake Golf Club to host golf tournaments, charity events, or larger scale functions and weddings. The hotel's function and meeting space could accommodate those functions and events that usually average anywhere from 140 people to upwards of 200.

Restaurant & Lounges

The restaurant will have a wide variety of flavor cuisines with both casual and upscale dining to accommodate families and golfing events alike.

There will also be a patio area on the ground level and a rooftop patio where patrons can sit and enjoy the food and beverages all while watching golfers tee off at hole 1, finish on hole 18, or watching the golfers try a few practice shots on the driving range.

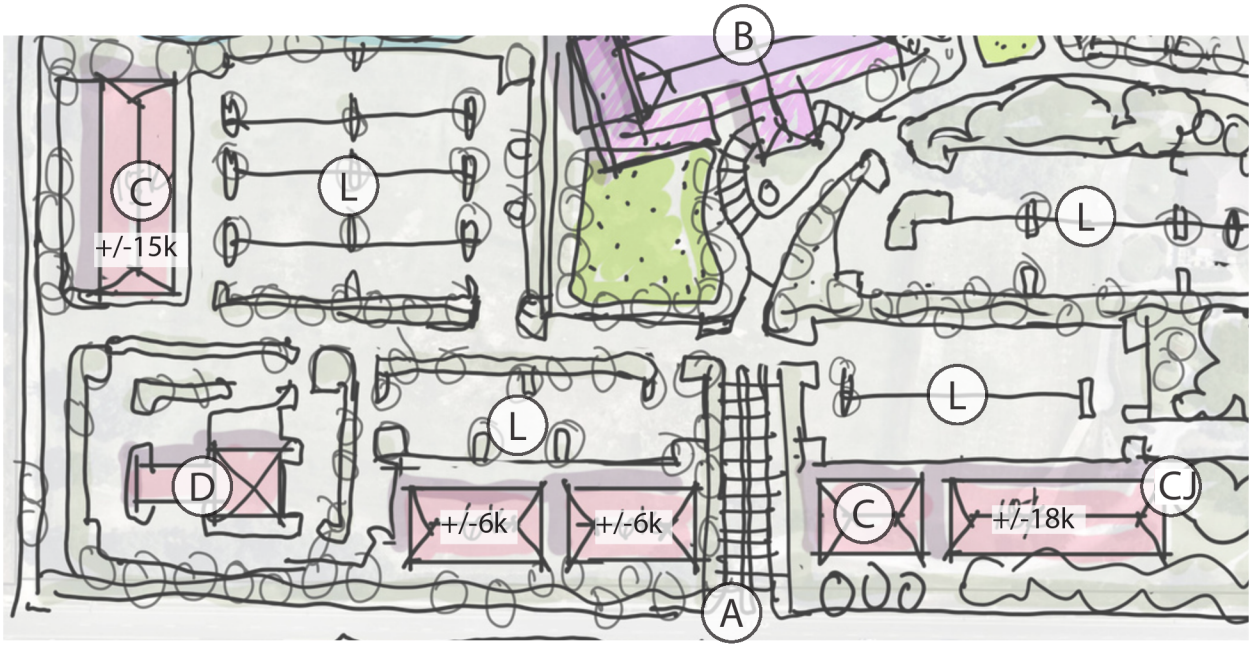






RETAIL SPACE

Adjacent to the hotel, there are currently seven (7) proposed building sites with the possibility to add additional sites or reconfigure the seven sites.



Distillery / Brewery

Tamarack is proposing to construct an approximate 20,000 square foot distillery/brewery with the name to be added at a future date. This distillery will provide a relaxing environment to wind down the guest's day, or a fun place to hang out with friends on the weekend. We plan to provide entertainment with local live musicians and other great events.

Retail Space

Tamarack has planned for approximately 45,000 square feet of multi-purpose retail space, to include a bank, in seven (7) locations, with the potential of adding additional buildings.

GOLF CLUBHOUSE



Two-Level Golf Clubhouse

The plan is to build a two-level 8,500 square foot clubhouse. Here the pro shop, academy, LPGA Hall of Fame and golf retail store will be located. The "cart barn" will be located on the first level where the carts will be parked below the building for storage. The remaining locations will be located on the second level. This will also include lockers and showers for customers.

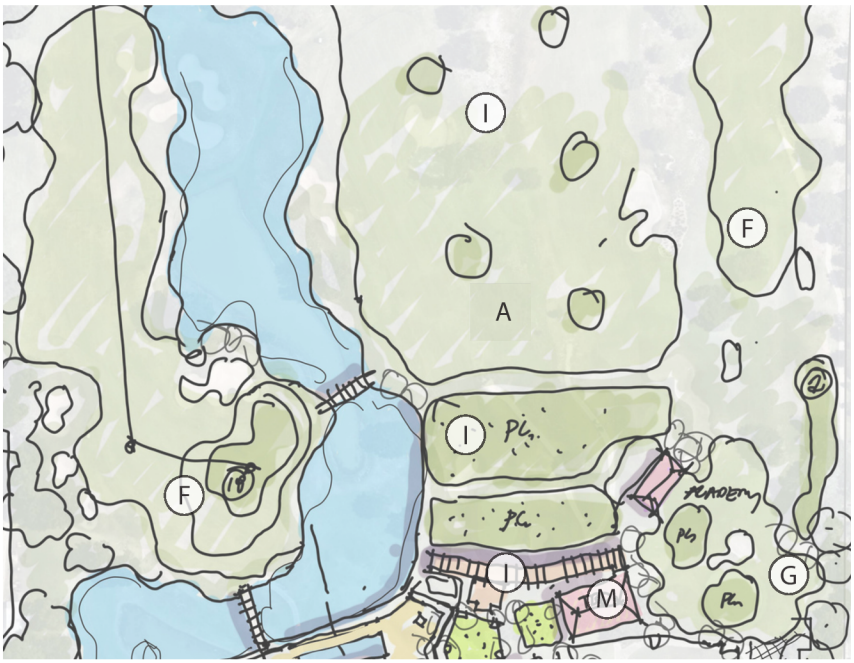
Academy & LPGA Hall of Fame

Tamarack also has planned for an academy and LPGA Hall of Fame. Here, visitors can learn all the history and achievements for the LPGA Hall of Fame. In addition, our on-site golf academy is designed to help players of all levels improve their game through professional instruction, personalized coaching, and skill-building programs

COURSE PLAN

Tamarack plans to remove the current driving range to provide space for the new hotel and brewery, bank, and multiple retail spaces as outlined above.

In order to provide an improved driving range, the new range would go where holes 9 and 18 are located right now. The new location would be viewed by the North side of the hotel room patios.



In the interest of keeping a traditional 18-hole golf course format, Tamarack would reassemble holes: 1, 2, 8, 11, 12, 13, and 17 to accommodate the reconfiguration.

Tamarack would be conducting various levels of construction on all 18 greens as they are inconsistent and change with fluctuations in temperature during the summer and winter months.

Additionally, Tamarack would be adding new sod on multiple golf holes in rough, fairway, and transitional areas throughout the golf course.

Capital Improvement Financials

Report provided by Hensel Phelps Construction Co.:

The following estimate summary was derived from the Tamarack Golf Management Proposal documents and the Land Design Master plan developed 07/29/25 as well as the following clarifications and assumptions.

This package includes the work associated with the site development, hotel, brewery, clubhouse with casual dining, retail and associated site development. The project consists of redevelopment of 12-14 acres of the existing Forest Lake Golf Club. This proposal does not include costs associated with the redevelopment of the existing golf course and practice facility.

			Current Deliverable Cost
Hotel Tower	150 Keys	$217,940/KEY	$32,691,071
Clubhouse/ Cart-Barn (Lvl 1)	5,000 GSF	$291.98/GSF	$1,459,904
Clubhouse Casual Dining (Lvl 2)	3,500 GSF	$442.18/GSF	$1,547,642
Brewery	20,000 GSF	$372.77/GSF	$7,455,351
Retail (core and shell)	45,000 GSF	$183.79/GSF	$8,270,394
Site Development	12-16 ACRE	$513,939/ACRE	$8,223,025
Total Construction Cost			**$59,647,387**

Project Timeline

01

Month 1 - 2

Preparation & Planning

Tamarack will begin management, renovations, and development by investing $5.5 million which will immediately increase tax opportunities.

02

Months 1-12

Renovate & Redevelop

Continue renovations and repairs on current course and clubhouse. Begin planning for next phase.

03

Months 1-12

Waste Water Permit

Tamarack will seek to sever the current wastewater permit to develop 12 - 14 acres of land for commercial use and redesign of the golf course.

04

Early 2027

Redesign of Course & Development

Will begin construction on the hotel, distillery, retail space, new clubhouse, additional areas, and redesign of the golf course.

PHASE ONE:

- Begin management of Forest Lake Golf Club. Plan and update full clubhouse, expand for events, and begin planning for next phase.

PHASE TWO:

- Continue renovations and repairs to current clubhouse, course, and equipment. Plan and execute event expansion to accommodate larger events as soon as possible.

PHASE THREE:

- Submit to sever current wastewater permit to accommodate the development of proposed capital improvement plan and redesign of the golf course.

PHASE FOUR:

- Begin construction of hotel, retail spaces, distillery, and other development areas.

PROPOSAL STRUCTURE

Proposal

Tamarack will ensure that the City is as prosperous as possible and share the success.

Tamarack proposes:

- A payment of $5.5 million to the City of Ocoee on January 1, 2026.
- A monthly payment of either 40% of net profits or a guaranteed payment of $15,000 in rent—whichever amount is higher—payable on the first of each subsequent month.
- A security deposit of $45,000 paid on January 1, 2026.
- Overall estimated investment of $50-70 million.
- Once hotel is built and in operation, a payment of $5 from each room for each night the room is booked.
- Once the hotel is built, the 40% net profit share will go down to 30% of net profits, but the City of Ocoee will now receive the hotel commission as explained above.

This proposal stands to benefit the City of Ocoee and its residents the most, as it would lead to a significant increase in tax revenue and fees through a more profitable lease agreement.

In addition to the numerous enhanced revenue streams, there is also the potential for rising home values in nearby neighborhoods. Since reopening in 2023, homes in the Stoneybrook West neighborhood have experienced an 8% increase in value.

With this proposal, the City of Ocoee will reap greater rewards as Forest Lake Golf Course achieves greater success.



To elaborate further:

Tamarack Golf Management, LLC proposes to pay the City of Ocoee $5,500,000 on day one of the lease.

In exchange, Tamarack would gain full access to:

- 12-14 acres of land currently owned by the City for the development of a hotel, restaurant, bank, retail space, and other golf-related facilities.

This proposal would enable the City of Ocoee to increase its ad valorem tax revenue. The 12-16 acres that Tamarack plans to develop into various facilities would contribute significantly to tax income.

Considering the assessed values of recently developed establishments in similar industries in the area, the potential taxable property value of the proposed facilities far exceeds what the current lease offers.

In addition, Tamarack plans to invest an estimated amount between $50-60 million to create a hotel with appealing amenities, which would become a highly sought-after venue in the area. To ensure that the City benefits from this new business, Tamarack will pay the City of Ocoee $5 for each hotel room each night the room is booked.

Throughout the lease period, Tamarack aims to invest over $50 million in the first few years, demonstrating our commitment to the success and prosperity of Forest Lake Golf Club, the City of Ocoee, and its residents.

Upside Ocoee Residents

Ocoee residents stand to gain the most with this proposal. Ocoee would receive an extensive increase in tax revenue and fees with the more lucrative lease agreement and commission structure.

Beyond the expanded profitable revenue streams, there is a potential for increased home values for the surrounding neighborhoods.

The new upscale and modernized facilities will be inviting for family and friends, businesses, and charities to utilize for all occasions. From leagues, after-work meetups, date nights, and family dinners to baby showers, weddings, charity events and tournaments. There is something for everyone, for any celebration - big or small.

Furthermore, due to the increased scope of the additional amenities, there would also be an increased demand for jobs in the community.

With the new development, the potential tax impact could be upwards of over $4 million.

In this proposal, the more successful The Forest Lake Golf Club resort destination is, the more Ocoee benefits.

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TRANSITIONAL PERIOD

Tamarack plans to keep the current greens fees to ensure a smooth transition.

Ocoee residents will receive at 10% discount on food and golf. The current program has residents pay into an "associate" membership; our program does not have any pay-in.

Tamarack currently utilizes Teesnap Golf Course Management software and will continue to use Teesnap at Forest Lake Golf Club to again ensure a smooth transition for everyone – customers and staff.

Tamarack can confidently claim that we will not have a drop in revenue given our plans for additional streams of revenue including expanding the current restaurant menu and providing catered events, as well as operating plans, and cost-savings strategies.

Because Tamarack currently operates another golf course within 10 minutes of Forest Lake Golf Club, we can utilize our purchasing power with umbrella pricing, bulk purchasing, and shared costs across both properties.

As stated previously, Tamarack intends to retain all current employees of Forest Lake Golf Club but understands that employees may leave if they so choose. We do have staff that we could utilize to backfill any positions needed right away.

Additionally, Tamarack has deep connections with numerous industry vendors and equipment companies who are available immediately, if needed.

Tamarack owner and Tamarack's course superintendent would meet with current Forest Lake course maintenance employees and superintendents to collect the most up-to-date information on course conditions and develop a detailed plan of action for items that need immediate attention, as well as a game plan for future improvements.

Tamarack owner and Tamarack's executive chef would meet with current Forest Lake kitchen employees to collect the most up-to-date information on current kitchen conditions and inventory. Then all involved will develop a detailed plan of action for improvements needed immediately as well as a game plan for long term improvements.

Tamarack owner and additional Tamarack management team members will meet with the current Forest Lake management team members to collect the most up-to-date information on current operational conditions and inventory. Then all involved will develop a detailed plan of action for improvements needed immediately as well as a game plan for long term improvements.

MARKETING PLAN

Our marketing department will execute the planning and coordination of all marketing tactics. Working as a team with the Tamarack management, general manager, and other team members, we will work together to develop a cohesive marketing strategy to ensure Forest Lake Golf Club is a market leader.

Tamarack currently provides a full-service marketing, including:

- Social Media
- Website Hosting and SEO
- Email Marketing
- Video/Photo Content
- Promotional Flyers and Graphics
- Menus
- Print Ads
- Physical Marketing Materials
- Direct Mail
- Survey Implementation
- Employment/Recruitment
- Communication Guidance & Copy Proofing

Our team will be focused on retaining current members and customers as well as target new customers for additional revenue. This is executed through surveys, advertising, social media, new membership plans, and newsletters.

REFERRALS

We Are Winter Garden

Tamarack and the team at We Are Winter Garden/Imagine Marketing have worked closely with each other for over almost two years. And in that time, We Are Winter Garden has hosted numerous community events including networking socials and their most recent community appreciation event.

Tamarack and We Are Winter Garden have collaborated with Matthew's Hope for a few of their next fundraiser hosted at Stoneybrook West Golf Club.

Stoneybrook West Homeowners Association

Tamarack and the HOA have developed a great working relationship while Tamarack has leased Stoneybrook West Golf Club from the HOA. In the lease agreement, the same commission structure plan is in place, and they would be able to speak to how lucrative that plan is thus far.

Sysco

Tamarack works exclusively with Sysco for all the restaurant inventory. We have also collaborated with Sysco when creating menus, including our most recent overhaul of our regular menu.

City of Winter Garden

Tamarack and the City of Winter Garden has developed a great community relationship. Tamarack is heavily involved in the community, including the local schools and community organizations.

Additional references upon request.

Attachment "I"
Proposer's Questionnaire

The Proposer recognizes that in selecting a company/agent, the City of Ocoee shall rely, in part, on the answers provided in response to this questionnaire. Accordingly, Proposer warrants to the best of its knowledge that all responses are true, correct, and complete. The City of Ocoee reserves the right to contact each and every reference listed below and shall be free from any liability to Proposer for conducting such inquiry.

Company Profile

1. Number of Years in Business: 5

2. Number of Employees: 55 (company wide)
   Number of Employees: 55 (servicing location)

3. Annual Sales Volume: $3.5 mil (company wide)
   Number of Employees: 55 (servicing location)

4. State that you shall provide a copy of your company's audited financial statements for the past two (2) years. Tamarack does not provide financial information in a public RFP. However, Tamarack is willing to provide our financial statements in a private and confidential setting during the interview and evaluation process.
5. Is your company currently for sale or involved in any transaction to expend or to become acquired by another business entity? If yes, please explain the impact both in organizational and directional terms. No

6. Provide any details of all past or pending litigation or claims filed against your company that would negatively impact your company's performance under an agreement with the City of Ocoee. None

7. Is your company currently in default on any loan agreement or financing agreement with any bank, financial institution, or other entity? If yes, specify date(s), details, circumstances, and prospects for resolution. No

Attachment "J"
City of Ocoee Execution of Offer Form

Request for Proposal

THIS FORM IS TO BE COMPLETED, SIGNED AND RETURNED WITH YOUR PROPOSAL.

PROPOSER AGREES TO PERFORM ALL WORK AS SET FORTH IN THIS REQUEST FOR PROPOSAL, AND IN ACCORDANCE WITH THE TERMS AND CONDITIONS AT THE PRICES SUBMITTED.

If requested, the Proposer shall furnish bonding with the following company as surety:

Name of Surety Company: Hartford Insurance

Address: 200 Colonial Parkway, Suite 500

Lake Mary, FL 32746

Phone Number: (866)467-8730

Insurance Agent: Aaron Weber

Address: 20537 Amberfield Drive

Land O Lakes, FL 34638

Phone Number: (813)262-0059

Contact Person: Aaron Weber

THE PROPOSER IS HEREBY NOTIFIED THAT THIS DOCUMENT SHALL BE SIGNED IN INK IN ORDER FOR THE PROPOSAL TO BE ACCEPTED. BY SIGNING, THE PROPOSER CERTIFIES THAT HE/SHE SHALL COMPLY IN EVERY ASPECT WITH THE REQUEST FOR PROPOSAL, ADDENDUMS, PROPOSAL, ANY AND ALL EMAILS/LETTERS OF CLARIFICATION, BAFO, AND CONTRACT.

The proposal, if submitted by an individual, shall be signed by an individual; if submitted by a partnership, shall be signed by such member or members of the partnership as have authority to bind the partnership; if submitted by a corporation the same shall be signed by the President and attested by the Secretary or an Assistant Secretary. If not signed by the President as aforesaid, there must be attached a copy of that portion of the bylaws, or a copy of a Board resolution, duly certified by the Secretary, showing the authority of the person so signing on behalf of the corporation. In lieu thereof, the corporation may file such evidence with the administration, duly certified by the Secretary, together with a list of the names of those officers having authority to execute documents on behalf of the corporation, duly certified by the Secretary, which listing shall remain in full force and effect until such time as the administration is advised in writing to the contrary. In any case where a proposal is signed by an attorney in fact, the same must be accompanied by a copy of the appointing document, duly certified.

If an Individual:

NAME: _____

_____
Street and/or P.O. Box

_____ _____ _____ _____
City State Zip Code Fed ID or SSN

_____ _____
Signature Date

_____
Print Signature

WITNESS: _____
Signature

_____
Print Signature

If a Partnership:

NAME OF PARTNERSHIP: _____

_____
Street and/or P.O. Box

_____ _____ _____ _____
City State Zip Code Fed ID or SSN

BY: _____ _____
Signature Date

_____
Print Signature

TITLE: _____ WITNESS: _____
Signature

_____
Print Signature

If a Corporation:

NAME OF CORPORATION: Tamarack Golf Management, LLC

15501 Towne Commons Blvd.
Street and/or P.O. Box

Winter Garden FL 34787 88-2563718
City State Zip Code Fed ID or SSN

STATE OF INCORPORATION: Florida

BY: _____ August 5, 2025
Signature Date

Rocky Hodge
Print Signature

TITLE: Owner WITNESS: _____
Secretary's Signature

Leah Lucier
Print Signature

Remittance Address (if different than above):

_____

Street and/or P.O. Box

_____

City State Zip Code

NOTE: Firms must use their **full legal** name. Generally, a corporation's name must end with a suffix indicating the corporate status of that business (i.e., Inc., Co., Corp., etc.). Individuals or corporations may indicate trade names with the individual or corporate name followed by "t/a" (trading as) or "d/b/a" (doing business as), respectively. Failure to use your **full legal** name may be cause for rejection of the proposal.

Contact for Administration

NAME: _____

TELEPHONE: _____

EMAIL: _____

Payment Remittance Address

_____

Street and/or P.O. Box

_____

City State Zip Code

(Remainder of page left blank intentionally.)

Attachment "K"
Acknowledgement of Addenda

1. ACKNOWLEDGMENT OF ADDENDA:

Respondent acknowledges receipt of the following addenda:

No. 1	Dated June 5, 2025
No. 2	Dated June 20, 2025
No. 3	Dated June 27, 2025
No. 4	Dated July 11, 2025

(Remainder of pageleft blank intentionally.)

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Attachment "L"

RFP #25-006 Conflict of Interest Disclosure Form

The award of this contractis subject to the provisions of Chapter 112,Florida Statutes, and all applicable federal, state, and local laws. All Bidders must disclose within their bid: the name of any City of Ocoee employee, Mayor or City Commissioner, other City Official, or City Consultants, who owns assets or capital stock, directly or indirectly, in the Bidder's firm or any of its branches, or would directly or indirectly benefit by the profits or emoluments of this Bid. (Indirect ownership or benefit applies to any members of his or her immediate family.) Bidder certifies that no member of the entity's ownership or management is presently applying for an employee position or actively seeking an elected position with the City. In the event that a conflict of interest is identified in the provision of services, Bidder agrees to immediately notify the City in writing. The purpose of this disclosure form is to give the City the information needed to identify potential conflicts of interest for the City Commission, Staff, and other key City employees and consultants involved in the award and administration of this contract. According to Chapter 112, Florida Statutes, the term "conflict of interest" "means a situation in which regard for a private interest tends to lead to disregard of a public duty or interest", and refers to situations in which financial or other personal considerations may adversely affect, or have the appearance of adversely affecting, an employee's professional judgment in exercising any City duty or responsibility in administration, management, instruction, research, or other professional activities.

Please check one of the following statements and attach additional documentation if necessary:

✓ To the best of our knowledge, the undersigned firm has no potential conflict of interest for this RFP.

____ The undersigned firm, by attachment to this form, submits information which may be a potential conflict of interestfor this RFP.

Acknowledgedby:

Tamarack Golf Managment, LLC
Firm Name

Signature

Rocky Hodge
Name and Title(Print orType)

August 5, 2025
Date

Attachment "M"
Non-Collusion Affidavit

Rocky Hodge, being first duly sworn deposes and says:

1. He/She is the owner
(Owner,Partner,Office,Representative orAgent)
of Tamarack Golf Management, LLC, the Bidder that has submitted the attached Bid;

2. He/She is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

3. Such Bid is genuine and is not a collusive or sham Bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affidavit, have in anyway, colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted; or to refrains from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any Bidder, firm, or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit, or cost elements of the Bid price or the Bid price in any other Bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Contract;

5. The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Bidder or any other of its agents, representatives, owners, employees or parties in interest, including this affidavit.

By: Rocky Hodge
Title: Managing Director

STATE OF Florida
COUNTY OF Orange
Sworn to and subscribed before me by means of ☑ physical presence or ☐ online notarization, this 5 day of August, 2025, by Rocky Hodge who ☐ is personally known to me or ☑ has presented FL Drivers License as identification.

Notary Public
My Commission Expires:

Notary Public State of Florida
Jennifer Sanchez
My Commission HH 619740
Expires 12/9/2028

Attachment "N" Drug-Free Workplace Certification

The undersigned Bidder, in accordance with Florida Statute 287.087, hereby certifies that it has a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

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, and 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 pleas 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 is 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.

Bidder: Tamarack Golf Management, LLC

Signature _____

By: Rocky Hodge
(Print or Type Name)

Title: Owner

Date: August 5, 2025

Attachment "O"
Sworn Statement underSection 287.133(3)(A), Florida Statutes, onPublic Entity Crimes

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to City of Ocoee, Florida by August 5th/2025 by Rocky Hodge, Owner.
(Print individual's Name&Title)

whose business address is 15501 Towne Commons Blvd., Winter Garden, FL 34787

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material representation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

   a. A predecessor or successor of a person convicted of a public entity crime: or

   b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a *prima facie* case

that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement I have marked below is true in relation to the entity submitting this sworn statement. (please indicate which statement applies).

✓ Neither the entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of this entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of this entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding concerning the conviction before a Hearing Officer of the State of Florida, Division of Administrative Hearings. The final order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Please attach a copy of the final order.)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH August 31st 2025. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

(Signature)

Date: August 5, 2025

Rocky Hodge, Tamarack Golf Management, LLC

Name of Bidder (Contractor)

STATE OF Florida

COUNTYOF Orange

Sworn to (or affirmed) and subscribed before me by means of ☑ physical presence or ☐ online notarization, this 5th day of August, 2025 by Rocky Hodge in the state of Florida County of Orange.

Notary Public State of Florida
Jennifer Sanchez
My Commission HH 619740
Expires 12/9/2028

Notary Public

My Commission Expires:

Attachment "P"
Certification of Non-Segregated Facilities

Bidder certifies that he/she does not maintain or provide for its employees any segregated facilities at any of its establishments, and that employees are not permitted to perform their services at any location, under this control, where segregated facilities are maintained. Bidder certifies further that it will not maintain or provide for employees any segregated facilities at any of its establishments, and that Bidder will not permit its employees to perform their services at any location under Bidder's control where segregated facilities are maintained. Bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this Bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, timeclocks, locker rooms and other storage and dressing areas, parking lots, drinking fountains, recreation or entertainment area, transportation, and housing facilities provided for employees on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. Bidder agrees that (except where Bidder has obtained identical certification from proposed subcontractors for specific time periods) Bidder will obtain identical certifications from proposed subcontractors, if any, prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that Bidder will retain such certifications in its files.

The nondiscriminatory guidelines as promulgated in Section 202, Executive Order 11246, and as amended by Executive Order 11375 and as amended, relative to Equal Opportunity for all persons and implementations of rules and regulations prescribed by the United States Secretary of Labor are incorporated herein.

The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

Date August 5, 2025.

By: Rocky Hodge

Owner, Tamarack Golf Management, LLC
(Title)

Official Address (including Zip Code):

15501 Towne Commons Blvd.

Winter Garden, FL 34787

Attachment "Q"
Certification Regarding Scrutinized Companies' Lists

Bidder certifies that the company is not participating in a boycott of Israel. Bidder certifies that Bidder is not on the Scrutinized Companies that Boycott Israel List, not on the Scrutinized Companies with Activities in Sudan List, not on the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List, and is not engaged in business operations in Cuba or Syria, as those terms are used and defined in sections 287.135 and 215.473 of the Florida Statutes. In the event that Bidder is unable to provide such certification but still seeks to be considered for award of this solicitation, Bidder shall, on a separate piece of paper, clearly state that it is on one or both of the Scrutinized Companies lists and shall furnish together with its proposal a duly executed written explanation of the facts supporting any exception to the requirement for certification that it claims under Section 287.135 of the Florida Statutes. Bidder agrees to cooperate fully with the City in any investigation undertaken by the City to determine whether the claimed exception would be applicable. City shall have the right to terminate any contract resulting from this solicitation for default if Bidder is found to have submitted a false certification, or to have been placed on the Scrutinized Companies that Boycott Israel List, or to have been placed on the Scrutinized Companies for Activities in Sudan List, or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria.

Bidder: Tamarack Golf Management, LLC

By: _____
(Authorized Signature)

Printed Name and Title: Rocky Hodge, Owner

Date: August 5, 2025

Attachment "R"
Human Trafficking Affidavit

The undersigned, on behalf of Contractor, hereby attests as follows:

1. Contractor understands and affirms that Section 787.06(13), Florida Statutes, prohibits the City of Ocoee from executing, renewing, or extending a contract to entities that use coercion for labor or services.

2. Contractor hereby attests, under penalty of perjury, that Contractor does not use coercion for labor or services as defined in Section 787.06(2), Florida Statutes.

I, the undersigned, am an officer or representative of the non-governmental entity named below, and hereby represent that I: make the above attestation based upon personal knowledge; am over the age of 18 years and otherwise competent to make the above attestation; and am authorized to legally bind, and make the above attestation on behalf of, the Contractor. Under penalties of perjury, I declare that I have read the foregoing document and that the facts stated in it are true.

By: _____
Print Name: Rocky Hodge
Print Title: Owner
Company Name: Tamarack Golf Management, LLC

STATE OF Florida
COUNTY OF Orange

The foregoing instrument was sworn to and subscribed before me by means of ☑ physical presence or ☐ online notarization, this 5th day of August, 2025, by Rocky Hodge, as Owner of Tamarack Golf Management, LLC, who is ☐ personally known to me or ☑ produced FL Drivers Licence as identification.

(Seal) Notary Public State of Florida Jennifer Sanchez My Commission HH 619740 Expires 12/9/2028

Notary Public Signature
Print Notary Name: Jennifer Sanchez
My Commission Expires: _____

Attachment "S" Company Not an Entity of Foreign Country of Concern

In accordance with Florida Statute 287.138 and for purposes of this affidavit, "foreign country of concern" means the People's Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People's Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolas Maduro, or the Syrian Arab Republic, including any agency of or any other entity of significant control of such foreign country of concern.

The undersigned, on behalf of the entity listed below hereby attests under penalty of perjury as follows:

1. I am an officer or representative of Tamarack Golf Management, LLC (hereinafter "Entity"), and I am authorized to provide this affidavit on its behalf.
2. Entity is not owned by the government of a foreign country of concern.
3. No government of a foreign country of concern has a controlling interest in Entity.
4. Entity is not organized under the laws of or has its principal place of business in a foreign country of concern.
5. If, at any time in the future, Entity does become owned by a foreign country of concern, if a foreign country of concern acquires a controlling interest in Entity, or Entity becomes organized under the laws of or relocated to a foreign country of concern, Entity will immediately notify the City of Ocoee and no contracts may be executed, renewed, or extended between the parties.
6. I have read the foregoing affidavit and confirm that the facts stated in it are true, and are made for the benefit of, and reliance by the City of Ocoee.

Authorized Signature: _____

Printed Name: Rocky Hodge

Title: Owner

STATE OF Florida

COUNTY OF Orange

The foregoing instrument was acknowledged ☑ by physical means / ☐ by electronic means before me this 5th day of August 2025, by Rocky Hodge/Owner, who ☐ is personally known to me / ☑ presented FL Drivers Licence as identification and who ☑ did / ☐ did not take an oath.

Notary Public, Commission Seal:

Notary Public State of Florida
Jennifer Sanchez
My Commission HH 619740
Expires 12/9/2028

Print Name: Jennifer Sanchez

Attachment "T"
Contractor E-Verify Affidavit

I hereby certify that Tamarack Golf Management, LLC [insert contractor company name] does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

A true and correct copy of Tamarack Golf Management LLC [insert contractor company name] **proof of registration in the E-Verify system is attached to this Affidavit.**

Print Name: Rocky Hodge

Date: August 5, 2025

STATE OF Florida

COUNTY OF Orange

The foregoing instrument was acknowledged before me by means of ☑ physical presence or ☐ online notarization, this August 5th, 2025 (date) by Rocky Hodge (name of officer or agent, title of officer or agent) of Tamarack Golf Management, LLC (name of corporation company acknowledging), a Florida (state or place of incorporation) corporation, on behalf of the corporation. He/she is personally known to me or has produced FL Drivers Licence (type of identification) as identification.

Notary Public State of Florida
Jennifer Sanchez
My Commission HH 619740
Expires 12/9/2028
[Notary Seal]

Notary Public

Jennifer Sanchez
Name typed, printed or stamped

My Commission Expires:

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Company Information

Company Name
Tamarack Golf Management LLC.

Doing Business As (DBA) Name
Stoneybrook West Golf Club

Company ID
2387159

Enrollment Date
Feb 19, 2024

Employer Identification Number (EIN)

Unique Entity Identifier (UEI)

882563718

DUNS Number

Total Number of Employees

20 to 99

NAICS Code

722

Sector

Accommodation and Food Services

Subsector

Food Services and Drinking Places

Edit Company Information

Employer Category

Employer Category

None of these categories apply

Edit Employer Category

Company Addresses

Physical Address

15501 Towne Commons Blvd
Winter Garden, FL 34787

Mailing Address

Same as Physical Address

Edit Company Addresses

Hiring Sites

Number of Sites

1

Edit Hiring Sites

Company Access

My Company is configured to:

Verify Its Own Employees

Memorandum of Understanding

View Current MOU

U.S. Department of Homeland Security U.S. Citizenship and Immigration Services

Accessibility Plug-ins Site Map



Thank You

For inquiries, contact us.

Rocky Hodge
Tamarack Golf Management, LLC
Rocky@stoneybrookwestgolfclub.com
(407)227-2164

City of Ocoee
Attention: Purchasing Department

RFP 25-006RFP
Lease and operation of the Forest Lake Golf Club



Elite Golf
MANAGEMENT

Keith Flatt, CEO
3251 E. Warm Springs Rd | Las Vegas, NV | 89120
702.592.7115 | Keith@EliteGolf.com
www.EliteGolf.com

Confidential Information

As requested by the City, we formally ask that Elite Golf Management's financial information remain confidential. Financials have been provided per the request for proposal in a separate document.

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Keith Flatt
Elite Golf Management
Office Address: 3251 E. Warm Springs Road | Las Vegas, NV 89120

August 1, 2025

Evaluation Committee
City of Ocoee | Procurement Office
Project Title: For The Lease and Operation of Forest Lake Golf Club
Solicitation Number: RFP #25-006

Dear Evaluation Committee,

Elite Golf looks forward to sharing with you in the following document our proposal for Lease and Management of Forest Lake Golf Club with the City of Ocoee. Our proposal outlines our philosophies on operations and golf course management. Our philosophies have made us successful at all our properties and we are confident that as you learn more about us you will see how our philosophies will better Forest Lake and create a successful ***Partnership*** with the City of Ocoee and the community. A successful business venture is what we are both looking for and we will work hard every day to make sure that we both succeed.

We believe in one simple phrase that separates us from our competition, ***Partnership***. We will be a partner with the community in growing Forest Lake to make sure that the facility is successful for the long-term. Elite Golf provides an open and communicative relationship with our partners to make sure that both parties feel comfortable with the operation of their facility. We encourage you to call our references to learn more about how Elite Golf has benefited their operations and you will find that our partners enjoy the open relationship we have with them and the success that we have built together.

The City of Ocoee is looking for a partner that can control expenses while growing revenue and more importantly maintain their assets in a manner that increases their value. Elite Golf has specialized in helping grow and sustain once failing businesses and looks forward to taking Forest Lake to the next level. We currently have ten management contracts and we have benefitted each facility to make strides towards their long-term goals.

We have reviewed the City's request for proposal and acknowledge all the addendums. We believe that we are the best company for this contract. We look forward to discussing in person with you our proposal, thoughts, and philosophies for Forest Lake Golf Club and how Elite Golf can partner with The City of Ocoee.



Keith Flatt | CEO & Owner
Elite Golf Management
702.592.7115 | Keith@EliteGolf.com
www.EliteGolf.com

Budget

Proposed Compensation

Elite Golf is a growing company with a passion for the golf business and has proven results. Our proposal outlines our philosophy in managing the different operations of a golf course and we are confident that we can apply our knowledge and skills to improve Forest Lake Golf Club and make it a profitable operation for Elite Golf and for the City of Ocoee. We have visited the property and researched the facility and would love the opportunity to take Forest Lake into the future. We are willing to work with the City of Ocoee to make this a ***Partnership*** that works for both entities. If the City has questions about our proposed compensation or alternative ideas, we are open to discussion.

Lease Payment

We understand the investment that the City of Ocoee has made in Forest Lake and the urgency to recoup money for their citizens. Elite Golf Management is prepared to lease the facility and manage the operations including revenue generation, expense management and property enhancement for Forest Lake performing all of the duties outlined in our proposal on the following pages to the performance standards set forth in this RFP for a monthly lease payment of $20,837 ($250,000 annually).

Monthly Percentage

We believe that we can improve the facility and create revenue growth. We want to make sure that the City of Ocoee is successful as we make Forest Lake successful so we are prepared to offer the City a percentage of the monthly gross revenue at a rate of 2%. This way the City's revenue grows as the revenue at Forest Lake grows.

Capital Improvement

Elite Golf is ready to commit an average of $150,000 in capital improvements for each year of the contract. We say average because some years may require more capital to be invested in order to complete a project.

Forest Lake is a wonderful property and Elite Golf wants to be a part of the success of the facility with the City of Ocoee and the community. We feel that that this proposal is fair and allows enough room for Elite Golf to invest in the property, make sure that the City recoups their money and allows Elite Golf to make a fair profit. Again, we look forward to speaking with the City in person and working towards a solution that works for both parties.

Budget Highlights

We are excited to present our five-year budget for Forest Lake to the City of Ocoee. This budget is based on information that the City has provided and our professional experience managing similar facilities. We see nothing but success at Forest Lake as we get the course back in top-tier condition and improve the service at the club. The budget reflects are staffing plan as shown on the following pages along with meeting the product and service standards we are presenting in this proposal.

The Bottom Line

We are projecting a profit of $100,000+ year one after paying the City of Ocoee $323,000 and investing $150,000 in capital improvements. We project that this profit will grow as we make improvements to the club through our capital improvement program and through our high standards for course maintenance and customer service. We foresee that over our first five-years, the City of Ocoee will take in $1.65 million in revenues, Elite Golf will have invested $750,000 in capital improvements and Elite Golf has the opportunity to profit $870,000.

Golf Operations

Elite Golf has projected the golf department to produce $3.1 million in revenue year one with growth happening the following years as we get the golf course in the condition we want to see it. We have accounted for growth in driving range fees as we elevate the amenities and introduce the Top Tracer Range program. We believe that merchandise and other incremental revenue will increase as we grow rounds and the dollar per player. As you will see in our full proposal and as we have experienced at our other facilities, as we improve the course conditions and increase the level of service at the property, all areas of revenue increase.

We believe that a lot of our success will come through the guest experience at the club. We have budgeted to have enough staff to increase services for golfers while offering other amenities such as bottled water and towels for our guests. We have allowed for a new lithium golf cart fleet when the time arrives to replace the current golf carts. As we head into year two, we have allowed for bringing in the Top Tracer Range program which will allow guest to use technology to improve their range experience.

Food and Beverage Operations

We believe there are opportunities to increase the offering in the restaurant which will lead to increased revenue. Updating the menu and offering some special events will allow us to grow revenues while creating more brand loyalty. We are forecasting that as we make additional improvements to the restaurant through the capital improvement program, revenues will continue to increase over the five years.

The payroll and expenses for the restaurant are comparable to similar facilities that we manage. As we build revenue, we can expand the service to improve the dining experience for our guests. If we are able to expand the restaurant, we should also see opportunities to hold larger events.

Golf Maintenance Operations

Elite Golf believes that everything at Forest Lake starts with the golf maintenance department. The more we can elevate course conditions, rounds will go up and the value for a green fee will increase along with revenues across all departments. We have accounted for elevated course conditions by allowing for enough staff to start making improvements around the course. We have budgeted for new golf maintenance equipment to allow the staff the necessary tools to maintain the course to the standards we expect. We want to increase Bermuda turf coverage and eliminate weeds so we have allowed for more than enough fertilizers and chemicals. We have allocated for the winter overseed program which will include overseeding the tees, fairways and greens along with funds to use towards contract maintenance such as tree trimming around the course. We believe that we are going heavy in golf maintenance to bring Forest Lake Golf Club back to a premiere golf course in the Orlando area.

General Administration

The general administration department is where shared expenses are allocated. We have budgeted for a general manager and a clubhouse porter to help with daily cleaning. We would also utilize the clubhouse porter to assist with clubhouse landscaping. Other expenses are based on our experience with similar properties and includes general expenses, liability insurance and real estate taxes.

Forest Lake Five Year Budget Summary

The following is the budget summary for Forest Lake. Department budgets are listed in the appendix.

Revenues	Year 1	Year 2	Year 3	Year 4	Year 5
Revenues					
Green Fees	2,760,000	2,850,000	2,907,000	2,965,140	3,024,443
Range Fees	150,000	200,000	225,000	225,000	245,000
Merchandise	180,000	200,000	215,000	225,000	235,000
Rental Clubs	36,000	40,000	45,000	50,000	55,000
Golf Cart Fees	9,000	10,000	11,000	12,000	13,000
Food Sales	168,000	175,000	180,250	185,658	191,227
NA Beverage Sales	60,000	63,000	64,890	66,837	68,842
Beer Sales	204,000	220,000	228,000	234,840	241,885
Liquor Sales	132,000	140,000	144,000	148,320	152,770
Total Golf	3,699,000	3,898,000	4,020,140	4,112,794	4,227,167

Cost of Goods Sold	Year 1	Year 2	Year 3	Year 4	Year 5
COS - Pro Shop Merchandise	126,000	140,000	150,500	157,500	164,500
GPS	54,000	54,000	54,000	54,000	54,000
Purchase Discounts	-1,200	-1,200	-1,200	-1,200	-1,200
COS Food & NA Beverage	103,200	107,800	111,034	114,365	117,796
COS Beer & Liquor	87,480	93,800	96,960	99,869	102,865
Total Golf Cost of Goods Sold	369,480	394,400	411,294	424,534	437,961
Gross Income	3,329,520	3,503,600	3,608,846	3,688,260	3,789,206

Expenses

Payroll	Year 1	Year 2	Year 3	Year 4	Year 5
Operations Payroll					
Payroll - Regular	1,181,800	1,212,574	1,244,178	1,276,634	1,314,933
Payroll - Overtime	24,000	24,360	24,731	25,113	25,506
Payroll Taxes	119,968	123,105	126,328	129,640	133,488
Dental Insurance	1,800	1,854	1,910	1,967	2,026
Health Insurance and Benefits	36,000	37,080	38,192	39,338	40,518
Workers' Comp Insurance	24,116	24,739	25,378	26,035	26,809
Employee Hiring Expense	1,200	1,200	1,200	1,200	1,200
Employee-Incentives	18,750	18,972	19,201	19,436	19,679
Total Golf Payroll	1,407,634	1,443,884	1,481,118	1,519,362	1,564,159

Operating Expenses	Year 1	Year 2	Year 3	Year 4	Year 5
Golf & F&B & G&A					
Advertising & Promotions	42,000	42,000	45,000	45,000	47,000
Bank Fees	1,200	1,236	1,273	1,311	1,351
Cash Short(Over)	0	0	0	0	0
China, Glassware, Silverware	1,000	1,000	1,000	1,000	1,000
Cleaning Supplies	9,000	9,180	9,615	9,806	10,253
Computer Expenses	9,600	9,888	10,185	10,490	10,805
Credit Card Fees	88,440	93,110	96,025	98,347	101,117
Driving Ranges	16,000	16,000	17,500	18,000	18,000
Dues and Subscriptions	17,800	83,980	86,365	86,556	86,853

Budget					
Equipment Leases Golf & F&B	129,000	129,000	129,000	129,000	129,000
Equipment Leases Golf Maintenance	192,000	192,000	192,000	192,000	192,000
Equipment Repair and Maint	60,000	62,360	65,731	66,113	68,506
General Supplies	22,800	22,880	24,365	24,856	26,353
License & Permits	6,500	6,635	7,024	7,167	7,565
Linens	6,000	6,180	6,365	6,556	6,753
Member Supplies	18,000	18,000	18,000	19,000	19,000
Office Supplies	3,600	3,708	3,819	3,934	4,052
Paper & Plastic	12,000	12,360	12,731	13,113	13,506
Payroll Services	18,000	18,540	19,096	19,669	20,259
Postage & Freight	2,400	2,472	2,546	2,623	2,701
Printing & Copying	1,800	1,854	1,910	1,967	2,026
Security	6,000	6,108	6,319	6,434	6,652
Small Equipment	6,500	7,500	8,350	8,350	8,450
Small Tools	3,000	3,250	3,350	3,350	3,450
Software Expense	3,000	3,000	3,000	3,000	3,000
Telephone & Cable	15,600	15,960	16,431	16,813	17,306
Training & Education	3,600	3,708	3,819	3,934	4,052
Transportation	1,200	1,236	1,273	1,311	1,351
Uniforms	18,900	18,972	19,646	20,223	20,901
Utensils-Kitchen Supplies	1,000	2,000	2,250	2,250	2,300
Fertilizers & Chemicals	120,000	123,600	127,308	131,127	135,061
Gasoline & Lubricants	30,000	30,000	30,000	31,000	31,000
Golf Course Repairs & Maintenance	6,000	6,180	6,365	6,556	6,753
Irrigation Repair	36,000	36,000	37,000	37,000	38,000
Contract Maintenance	18,000	18,540	19,096	19,669	20,259
Sand, Gravel & Top Dressing	30,000	30,000	31,000	31,000	32,000
Seed, Flowers, Shrubs	95,000	95,000	97,000	97,000	99,000
	0				
	0				
Total Golf Operating Expenses	1,050,940	1,133,437	1,161,760	1,175,526	1,197,635

Facilities Maintenance	Year 1	Year 2	Year 3	Year 4	Year 5
Refuse Removal	9,000	9,270	9,548	9,835	10,130
Building Repair and Maint	18,000	18,180	19,365	19,556	20,753
Decorations & Flowers	600	600	600	600	600
Pest Control	6,000	6,090	6,283	6,378	6,577
Utilities	117,600	119,688	122,839	125,054	128,335
Total Facilities Maintenance	151,200	153,828	158,635	161,423	166,395

Fixed Charges	Year 1	Year 2	Year 3	Year 4	Year 5
Personal Property Tax	12,000	12,360	12,731	13,113	13,506
Liability Insurance	66,000	67,500	69,000	69,000	70,000
Sales/Use Tax	600	618	637	656	675
Real Estate Tax	60,000	60,000	62,000	62,000	64,000
Total Fixed Charges	138,600	140,478	144,367	144,768	148,181

Total Expenses	2,748,374	2,871,627	2,945,879	3,001,079	3,076,370
Net Profit/Loss	581,146	631,973	662,967	687,181	712,836
Capital Improvements	150,000	150,000	150,000	150,000	150,000
City Lease	250,000	250,000	250,000	250,000	250,000
City Revenue Percentage 2% pf Gross	73,980	77,960	80,403	82,256	84,543
Net Profit/Loss After Depreciation	107,166	154,013	182,564	204,925	228,293

Staffing Plan

On-Site Team

Elite Golf Management believes in hiring qualified professional staff for each of our locations. It is imperative that we have management onsite that is knowledgeable and experienced to make the facility successful. When hiring, we focus on promotion from within our organization when practical to invest in our employees and that our current staff is knowledgeable in the model that Elite Golf implements at all of our facilities. If we look outside of Elite Golf to fill positions, we search for qualified candidates that meet the job criteria of Elite Golf through several resources such as the PGA of America, the Golf Course Superintendents Association, additional professional trade organizations. We also utilize our extensive contacts list of people employed in the golf industry across the country.

If offered the chance to partner with the City of Ocoee, we would interview the current staff to make sure that they meet our qualifications and can perform the required job functions. We are very open to keeping current managers and staff who would like to stay on but will certainly make changes where necessary. At this time, we do not have candidates that we would name to positions at Forest Lake as our first objective would be to retain staff members in place. We can certainly cover any positions necessary and quickly fill management positions as needed.

Minimum Qualifications

General Manager/Director of Golf

PGA Class A Member in good standing
3 years of general management experience or
3 to 5 years of head golf professional or director of golf experience
Prefer a bachelor's degree, but additional years in experience will be considered.

Superintendent

GCSAA Member in good standing
Prefer 3 years superintendent experience but assistant experience will be considered.
Prefer a degree from an accredited turf management school, but additional years of experience will be considered.

Additional Staff Members

We prefer that staff for facility positions have at least a high school diploma or be in high school on their way to completing their diploma or GED. Additional requirements would include experience in the field for skilled positions such as mechanics, irrigators, assistants and service providers.

Policies and Procedures

Elite Golf has adopted policies and procedures that each staff member will be trained in. Upon hiring, staff members will be issued an Elite Golf employee handbook that details the general policies and procedures associated with being an Elite Golf employee. In addition, our payroll/human resource management partner provides all necessary local, state and federal documents that must be filled out during the enrollment process including I9, W2 and OSHA forms.

Employees will be trained in additional policies and procedures specific to their department. Employees must acknowledge receipt of these documents and review them with managers and fellow staff members. Additionally, managers will review these materials throughout the year in staff meetings to make sure that employees are informed and understand expectations. Elite Golf will send representatives during the transition period to help train employees on these policies and procedures.

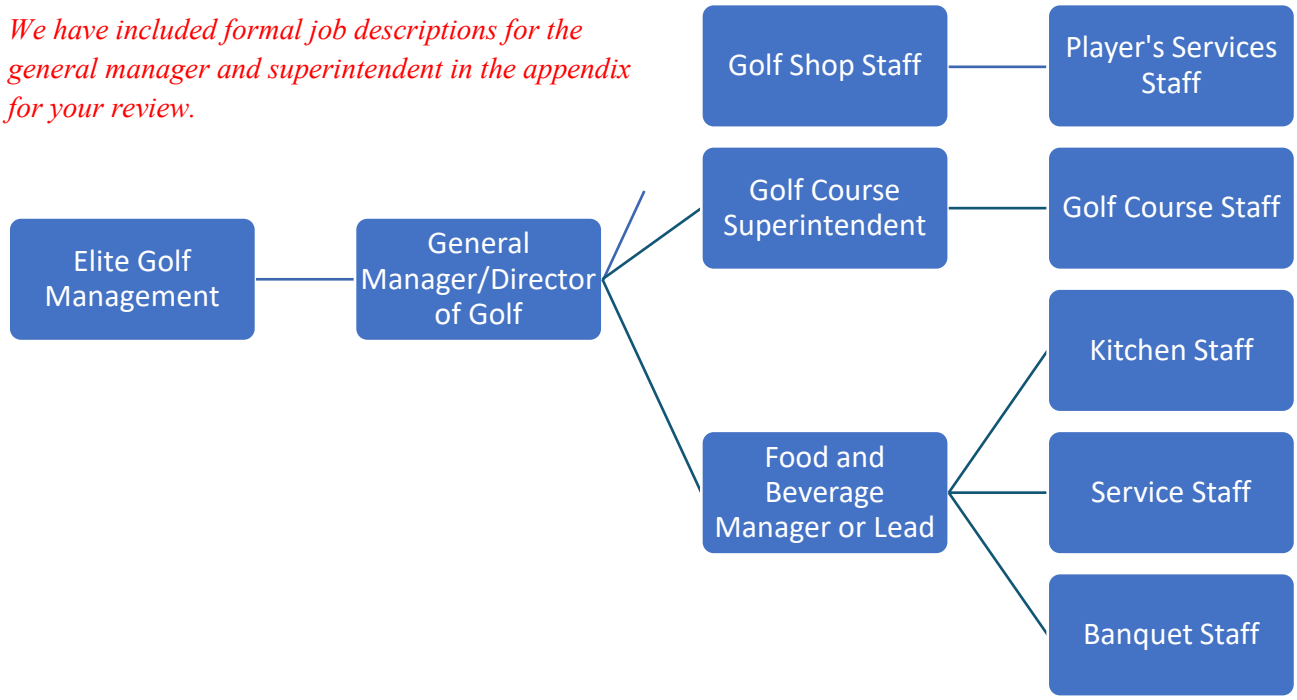
Employee Benefits

Full time staff members are eligible to participate in the Elite Golf health benefit program. The facility would pay for 50% of the employees' portion on the lowest tier. The employee is responsible for their 50% contribution plus the addition of an upgraded plan. Employees are responsible for any family members they add on the program. The general manager and superintendent would have vision/dental paid for by the facility for themselves only. Elite Golf offers a pto program to full time and part time employees where they can earn pto based on hours worked. For full-time employees it is the equivalent of earning 1 week off after working for 1 year. For salaried employees, they can earn up to 2 weeks off after two years of employment.

Organizational Chart & Job Descriptions

The following represents the organizational chart that we feel suits the property. Onsite general management would report to Elite Golf Management. Facility staff would report to the onsite general manager. Elite Golf corporate personnel along with the onsite general manager would work with the City of Ocoee to provide the necessary information and communication as required by the City of Ocoee. All staff members would be Elite Golf employees with hiring, training and payroll being the responsibility of Elite Golf.

We have included formal job descriptions for the general manager and superintendent in the appendix for your review.



Job Title Descriptions

General Manager – oversees the entire operation, department heads and staff as well as performs daily duties.

Golf Course Superintendent – oversees the golf course operation and maintenance crew as well as performs daily duties.

Golf Course Staff – these positions include the mechanic, irrigators, spray technicians and laborers that take care of the golf course and equipment.

Food and Beverage Manager – oversees the restaurant, bar, kitchen, banquet sales and banquet operations and associated staffs as well as performs daily duties.

Kitchen Staff - includes any cooks or dishwashers working in the kitchen.

Beverage Cart Staff – includes any staff members who operate the beverage cart on the course.

Restaurant Service Staff – includes any servers, bartenders, hostess or bussers who work the restaurant floor.

Banquet Service Staff – includes any service staff that help coordinate events and banquets.

Head Golf Professional or Assistant Golf Professional – assist the general manager in the operations and oversight of the golf operations and staff.

Golf Shop Counter Staff – include any additional help that work in the golf shop to assist customers with golf and sales.

Player's Services Staff – includes cart attendants, range attendants, starters, marshals and any other staff members who help guests in the golf operation and work outside of the clubhouse.

Staffing Plan

Elite Golf would staff the facility to provide the appropriate customer service and to execute the vision for the property. Staff would fluctuate with business demands and managers trained to cut staff at appropriate times. Managers are expected to pick up shifts when necessary to reduce labor and when assistance is required. Below is a general staffing plan for the property.

- Department Admin
  General Manager: Quantity 1 full time | Pay scale between $85,000 and $100,000
  Clubhouse Porter: Quantity 1 part time/full time | Pay scale between $15 to 18 per hour
  Total Staff Department General Administration: 2

- Golf Course Maintenance
  Superintendent: Quantity 1 full time | Pay scale between $85,000 and $100,000
  Mechanic: Quantity 1 full time | Pay scale $20 to $30 per hour
  Irrigator: Quantity 1 to 2 full time | Pay scale $17 to $20 per hour
  General Labor: Quantity 8 to 10 full time in season | Pay scale $16 to $18 per hour
  Total Staff Department Golf Course Maintenance: 11 to 15 in season | 10-12 in off season

- Food and Beverage
  Manager/Lead: Quantity 1 full time | Pay scale $18 to $20 per hour
  Kitchen Lead: Quantity 1 full time | Pay scale $18 to $20 per hour
  Kitchen Staff: Quantity 2 to 3 part time | Pay scale $16 to $18 per hour
  Restaurant/Bar: Quantity 3 to 4 part time | Pay scale $14 per hour
  Beverage Cart Staff: Quantity 3 to 4 part time | Pay scale $14 per hour
  Restaurant and Beverage Cart Staff would be cross trained to work in both areas.
  Total Staff Department Food and Beverage: 10 to 13

- Golf Operations
  Head Golf Professional or Assistant: Quantity 1 full time | Pay scale $20 to $25 per hour
  Golf Shop Staff: Quantity 3 to 4 part time | Pay scale $16 to $18 per hour
  Cart Attendants: Quantity 5 to 8 part time | Pay scale $14 per hour
  Starters & Marshalls: 3 to 4 part time | Pay scale $14 per hour
  Total Staff Department Golf Operations: 12 to 17

Capital Improvement Plan

Commitment

Elite Golf believes in Forest Lake Golf Club and understands the importance of investing in the course for its future success. We are committed to investing an average of $150,000 towards capital improvements in each year of our contract with the City of Ocoee. We want to make sure that we are improving the facility each year as we understand that improvements will lead to future gains.

We have listed some of the capital improvements that we think are necessary to grow Forest Lake Golf Club. Once on-site in a full-time capacity, we will be able to better determine other capital needs and prioritize them as we get to know the facility better. Cost estimates are based on our previous experience at other facilities. If awarded the contract, we would work with local contractors and architects to present formal drawings and cost estimates.

Capital Improvements	Low Estimate	High Estimate
Extra Course Staff Years 1 & 2	$ 100,000	$ 140,000
Course Improvements Years 1 & 2	$ 50,000	$ 100,000
Maintenance Equipment Per Year	$ 150,000	$ 200,000
Golf Carts Per Year	$ 100,000	$ 120,000
Driving Range Amenities	$ 5,000	$ 7,500
Driving Range Mats	$ 25,000	$ 25,000
Driving Range Targets	$ 10,000	$ 20,000
Top Tracer Range	$ 60,000	$ 80,000
Clubhouse Interior Paint	$ 20,000	$ 30,000
Clubhouse Roof Replacement	$ -	$ -
Golf Shop Fixtures	$ 5,000	$ 10,000
Restaurant Expansion	$ -	$ -
Restaurant Furniture	$ 5,000	$ 10,000
Patio Expansion	$ -	$ -
Parking Lot Improvements	$ -	$ -
Total Estimated Improvements	**$ 530,000**	**$ 742,500**

Case Study | Whitestone Golf Club

When Elite Golf took over management of Whitstone Golf Club in 2018, the golf course was tired, the facility was aging and the operation struggled to make enough revenue to survive. Elite Golf would go on to take over the lease of Whitestone Golf Club and bring the facility back from the brink of death. We immediately invested in the course and facilities knowing that it would pay dividends in the future.

Elite Golf immediately invested in the course replacing the irrigation computer and software along with several communication satellites around the course. We replaced the golf carts and started to bring in newer maintenance equipment. We invested in the right staff and trained them in our operational procedures. We replaced sod around the course and would go on to grow the greens back in. We removed years upon years of overgrowth around the course that was encroaching on the holes and hindering playability around the course. We made improvements in the clubhouse by remodeling the interior to include painting, flooring and replacing fixtures in the restrooms. We painted the exterior of the clubhouse and stained the decks while replacing the furniture. We brought in new merchandise displays and fixtures for the golf shop to enhance the golfer's experience. We replaced the pump house and pump station along with a transfer pump from our main irrigation source. We invested in proper fertilization and chemical programs to improve turf coverage and reduce weeds. Over the past six years we have easily spent $2 million plus in improvements to the course and the results are nothing but astonishing.

The previous operators of Whitestone Golf Club were struggling to make $1 million in revenue and hoping to breakeven. As Elite Golf took over the facility and made these improvements, we were able to increase revenues significantly in a short time. By the end of 2020, revenues had increased to $1.5 million and the end of 2022 $2 million. In 2025, we are on track to end the year close to $4 million in revenue thanks to the continued improvements to the club. We know the value of investment in a golf facility and know that continued improvements in Forest Lake will enhance the product, service and lead to future revenue growth.



Course Improvements

Immediate Needs

We believe that the first investment in the facility needs to be in the golf course, equipment and golf course staffing. While some of this might not sound like capital improvement, the fact is that the golf course is the life blood of Forest Lake and must improve to be successful. To increase revenue, we need to have a top tier product that draws golfers to the facility. Nothing brings in golfers more than fast greens. ***Estimated expense for course improvements: $50,000 to $100,000***

Greens

We would. mediately change maintenance practices on the greens to provide smooth fast greens. Our expectation is that the greens roll at a minimum of a 10 daily. This will happen through proper fertilization practices, verticutting and mowing height. We will also invest in proper cultural and chemical practices to make sure that the greens are weed free to prevent any sort of infestation such as goose grass which can be common in that area.



Tees, Fairways & Rough

We need to invest in proper fertilization and cultural practices to provide quality turf coverage that is weed free throughout the course. This would include using pre-emergent to prevent the weed pressure that is coming up in the turf. More fertilization and aeration will help to promote Bermuda growth to fill in the weak areas. We would also implement frequent mowing practices with lower heights of cut to present a uniform playing surface that helps to hide imperfections.







Detail Work

We need to focus on detail work around the course to start cleaning up areas that make an impact on the customer's perception of Forest Lake. Simple things such as edging the lakes provides a cleaner look around the course.



Sodding the bare areas off the cart paths and implanting better cart traffic control will prevent these high traffic areas from becoming dirt. Utilizing traffic control items such as stakes to route golf carts off the path in different areas throughout the month will help to prevent this in the future.



There are several waste areas and large bunkers around the course where grass and weeds are starting to take over. These need to be sprayed out and cleaned out to bring back the original design.



Staffing

We can accomplish this work on the course by investing in extra staff the first couple of years to restore the golf course to its former glory. By investing in 3 to 5 staff members who only focus on work around the course, we can improve the conditions and the details at Forest Lake Golf Club. ***Estimated yearly expense: $100,000 to $140,000***

Equipment

To get the course where Elite Golf wants to see it, it will take investing in maintenance equipment to reach the desired level of course conditions it will take to elevate Forest Lake Golf Club. Elite Golf has budgeted to bring in the proper maintenance equipment to perform the daily tasks and mowing that it will take to improve the quality at Forest Lake. ***Estimated yearly cost: $150,000 to $200,000***

As replacement of golf carts is needed, Elite Golf will bring in new lithium ClubCar golf carts. ***Estimated yearly cost: $100,000 to $120,000***

Driving Range Improvements

Elite Golf sees the driving range as an important piece in growing Forest Lake Golf Club. We have seen at our other properties that providing an appealing driving range with good amenities can increase range revenue. The current driving range is a decent size with a nice grass tee. We would want to make sure that the grass tee is taken care of just like the course by fertilizing it and providing the necessary cultural practices to improve the Bermuda turf coverage.

Current Driving Range

The current driving range is boring with no life.







Driving Range Plans

Amenities

We would bring in new amenities to include quality bag stands, range stall dividers, alignment sticks and seating similar to our other driving range facilities. ***Estimated expense: $5,000 to $7,500***



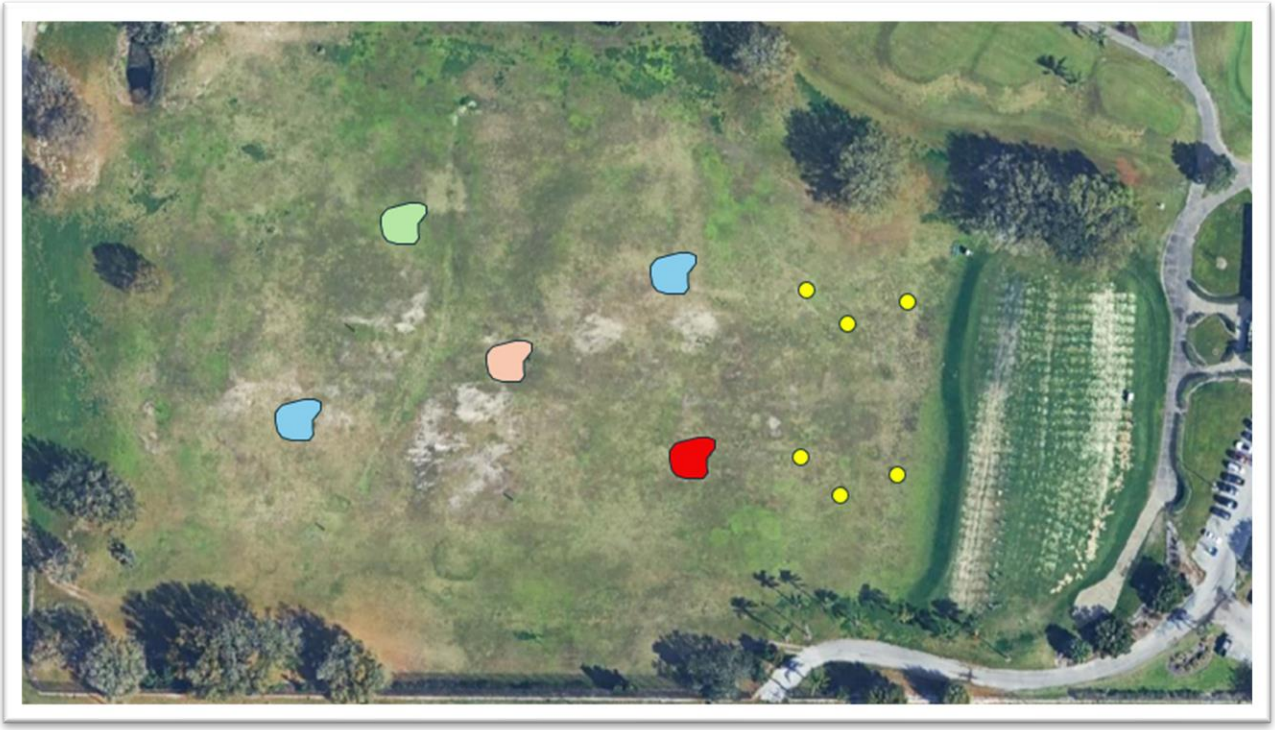
Concrete Pad & Mats

At busy driving ranges, it can be good to add a concrete pad with golf mats to allow rest for the grass tee. We have added several concrete pads and mat hitting complexes at our other facilities. This has allowed us to maintain healthy turf and provide golfers a practice solution during times of frost delays and weather issues. ***Estimated expense: $25,000***



Range Floor Improvements

We would explore improving the range targets on the driving range by creating targets using colored artificial turf or a similar material. We would also add short game targets for shots under 100 yards. This will give golfers a better visual for the practice time. ***Estimated cost: $10,000 to $20,000***



Top Tracer Range

To have a truly unique experience, we would work to implement the Top Tracer Range at Forest Lake. Top Tracer Range brings the Top Golf experience to the driving range. Golfers can use this technology to track their distances and improve their practice session. They can play games individually or against the entire club. Top Tracer Range would set Forest Lake apart from the competition and lead to increased driving range revenue. ***Estimated expense: $60,000 to $80,000 per year***



Clubhouse Improvements

Overall the clubhouse has good bones. We would look to make a few improvements that would modernize the feel while improving the functionality and service to the guests.

Overall Clubhouse

We would look at improving the ambiance in the clubhouse through simple touches like removing the wallpaper and painting. We would have the roof inspected and look at the cost of having it replaced. These expenses are unknown at this time and would need further investigation.

Golf Shop

A good-looking golf shop is imperative to providing a good product and service to our guest. We would invest in some new fixtures for the golf shop and have the counter and cabinets repaired, painted or resurfaced. ***Estimated expense: $5,000 to $10,000***

From This





To This

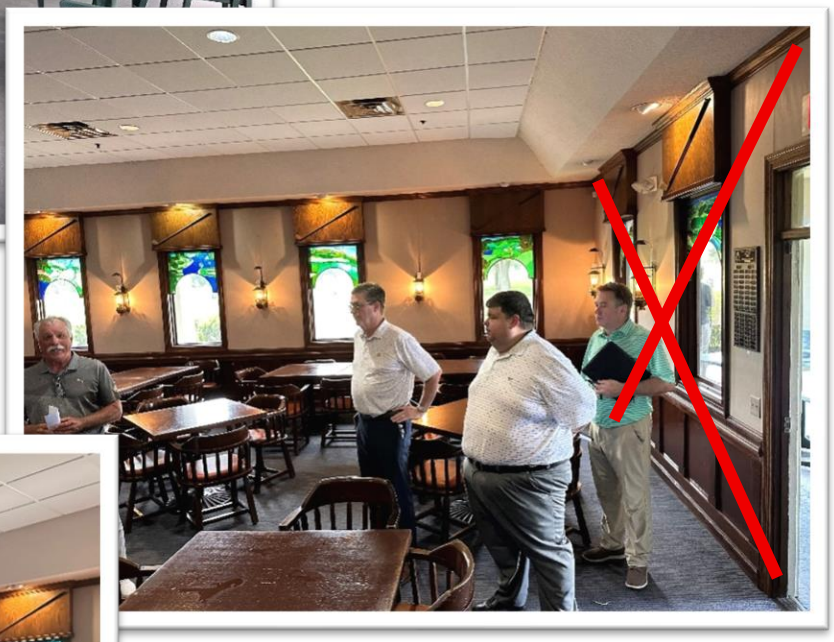


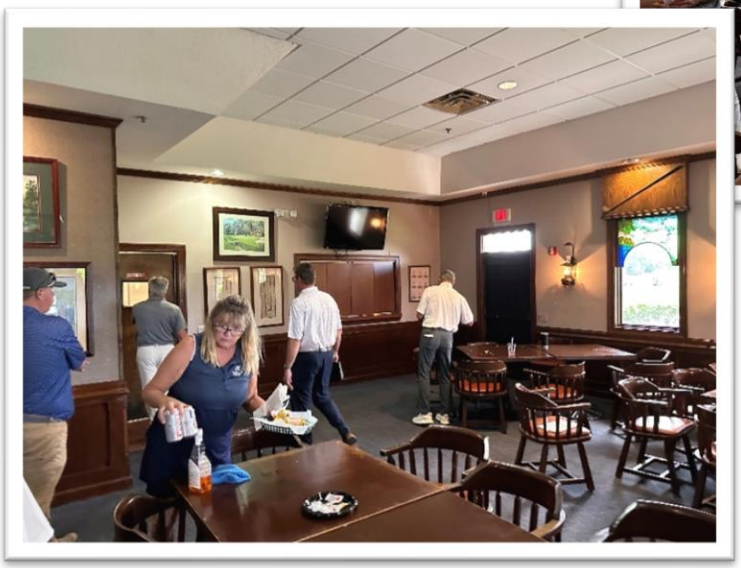


Restaurant

We understand that the restaurant is a little small and it is hard to accommodate larger groups and events. We would explore opening up the restaurant towards the current patio and enclosing the patio to expand the seating of the restaurant. We would also look at improving the tables and chairs with newer furniture. This expense is unknown and would need further investigation.







Patio Improvements

If we are able to expand the restaurant, the existing patio would go away. We would look at the cost of putting in new patio where the grass is located outside of the restaurant. We recently put in a similar patio at Irving Golf Club that includes a fire pit and seating for guests. This patio can be used for social events, banquets and parties. This expense is unknown and would need further investigation.

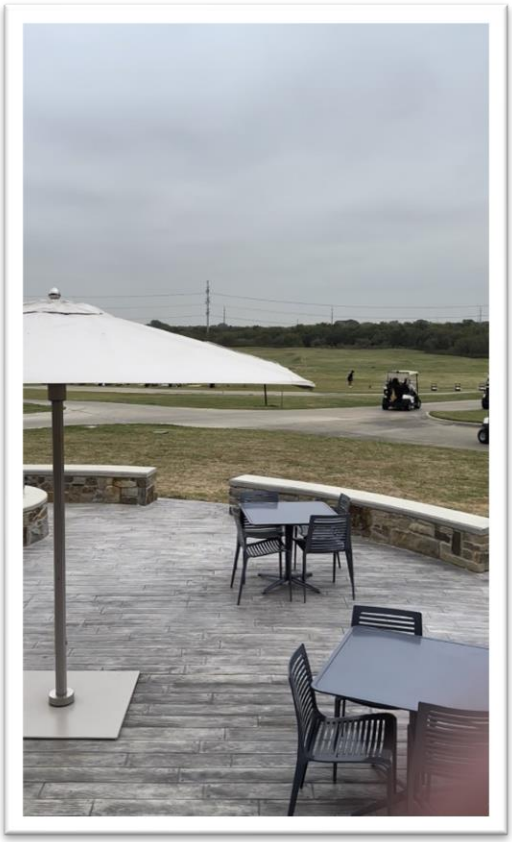
Current Layout



Irving Golf Club Example









Parking Lot Improvements

We understand the City's concern with the parking lot and being able to accommodate more guests. We would work with local architects and contractors to remove some of the landscaping in the parking lot and redesign the flow and parking. There are several areas that can be converted into parking that would add additional spacing. Below on the map, red areas can be converted into additional parking. This expense would need to be investigated further.



Other Required Elements

Marketing Plan

Philosophy

Product

First and foremost, our philosophy dictates that the product at our facilities is of utmost importance. We are committed to providing the best product possible within our financial means. We will work towards creating consistency in every aspect. We will achieve our goals with a well-maintained and manicured golf course.

There are a lot of golf courses in the area and the best way to differentiate Forest Lake from the competition is through the course product. Our priority is to get Forest Lake in great shape with greens that are smooth and fast. We will devote resources to promote Bermuda grass growth throughout the greens, fairways and roughs while implementing a program to eliminate the weeds such as goose grass. We expect the greens to roll at least a 10 daily because as all golfers know, the greens are what matters and are what gets remembered when you play a course. We will work to bring back the details around the course by trimming trees and landscape, restoring waste areas and bunkers, edging lakes and cart paths. A first-class product brings awareness of a course in the golfing community and there is no stronger marketing material in golf than word of mouth advertising.

Service

Product is our first priority; however, we believe that service is just as important to a facility's success. Every day our goal is to make our customers feel at home when they visit the facility. Attentive staff members who offer exceptional service with smiles and great attitudes can often make the difference between a guest visiting once or coming back again and again. Elite Golf Management will work with staff to develop and strengthen a service-oriented environment that the City of Ocoee can be proud of.

We will implement our service standards at Forest Lake to elevate the property above the competition. We will help guests with their golf bags in the parking lot. We will offer special amenities to the guests such as complimentary water bottles, ice in the cooler, towels in the carts and cold towels following play. We will offer complimentary popcorn in the restaurant following play to encourage use of the restaurant. We will make sure that all staff are welcoming and pleasant to create repeat customers.

Value

Though value may differ from person to person, one thing remains constant; a customer will only pay what they think the product is worth. Each day we look at things from a customer's point of view. What would he or she want from this facility? We answer that by improving the product

and service which allows us to offer more for less. In the long term we know our customers will be willing to pay more. As we develop and improve the product and service, the value of the facility will increase. We will remain true to our philosophy by making sure that we are fair in evaluating what a guest wants and needs.

SWAT Analysis

We know the property and the area and believe that Forest Lake is in prime position to be a leader in the golfing community. The positives out way the negatives at Forest Lake and any of the unfavorable items can be overcome which will grow the facility.

Strengths

- The location is in a great spot with good proximity to major highways and the Florida turnpike with close by access to attractions.
- The golf course layout is great and is championship worthy with good bones.
- The driving range is a good size with a large grass tee.
- The practice facilities such as the putting green and chipping greens are good with great options for those who like to practice.
- Great reputation and local following.
- Good and inexpensive water source.
- Weather allows for year-round golf with a mild winter.
- Great tourism in the area with all sorts of different attractions.
- Good population in the immediate area with a strong median income.
- Great population in the metroplex with a strong median income.

Weaknesses

- Small restaurant space making it tough to accommodate larger tournaments or parties.
    - ***We feel that we can address this through our capital improvement plans.***
- Small kitchen.
    - ***We feel that we can address this through our capital improvement plans.***
- Course conditions have deteriorated over time.
    - ***We believe we can get the course where it needs to be through our maintenance strategies in order to excel in the golf community.***
- Lots of weeds to control.
    - ***We will address through our maintenance programs.***
- Lots of plant material to trim and clear out.
    - ***We will address through our maintenance programs.***
- Aging facilities and equipment.
    - ***We feel that we can address this through our capital improvement plans.***
- Services have lessened over time.
    - ***We will implement new services to increase customer service at the club.***

Opportunities

- The golf course conditions can improve through investment and some changes in maintenance practices.
- The course should be profitable enough to put money back into the property.
- An opportunity to redevelop the relationship with the City of Ocoee to get both parties involved at the golf course through events and build success together.
- Better customer service standards.

Threats

- There are a lot of golf courses in the area competing for the same customers.
    - ***We will differentiate Forst Lake through better course conditions and service.***
- There is a lot of tourism in the area and should something hurt tourism, revenues could decline through tourism and pressure on the economy.
    - ***We will build a strong business built on local relationships so that should tourism falter, we have a strong base of local customers to rely on.***

Population Demographics

Forest Lake is in a strong position as there is a large local population base in the nearby area. Within a 12-mile radius, there are 722,000 people and within the county 1.5 million people. The medina age for the nearby population is young with the county average at 36.4. Tourism is strong with over 75 million visitors coming to the Orlando area in 2024. Of those 75 million tourists, 68 million were domestic with 6.5 million traveling internationally. Domestic visitors are staying on average 3.1 nights with international visitors staying 8.3 nights. The average spend per person is over $1,000. This tells us that there are plenty of people coming to the Orlando area and they are staying long enough to play golf and willing to spend money on attractions like golf. Increasing the product and service at Forest Lake will allow us to increase positive reviews and reach visitors such as these.

Population Data City	Miles From Ocoee	City Population	Median Income	Median Age
Ocoee	0.0	51,269	$ 40,626	35.1
Winter Garden	2.6	48,771	$ 44,631	39.2
Gotha	3.1	1,179	$ 51,200	39.8
Paradise Heights	3.8	950	$ 34,923	53.8
Clarcona	4.1	4,636	$ 26,976	43.5
Lake Butler	4.7	1,983	$ 31,786	31.1
Windermere	5.1	3,223	$ 70,508	52.7
Oakland	5.5	3,796	$ 55,102	40.2
Orlovista	5.5	6,928	$ 24,837	37.3
Pine Hills	5.6	82,264	$ 27,219	33.4
South Apopka	6.7	7,425	$ 27,097	35.5
Lockhart	7.1	14,753	$ 33,931	36.6
Bay Hill	7.1	4,214	$ 58,098	51.7
Apopka	8.0	62,777	$ 42,305	38.7
Montverde	8.2	1,811	$ 48,640	47.6
Doctor Phillips	8.9	12,458	$ 45,486	44.9
Forest City	9.1	14,871	$ 45,485	41.1
Fairview Shores	9.2	11,064	$ 39,887	40.7
Tangelo Park	9.8	2,103	$ 24,292	50.9
Oak Ridge	9.9	24,395	$ 27,996	33.3
Orlando	10.2	334,854	$ 38,798	35.1
Eatonville	10.4	2,356	$ 27,730	41.3
Wekiva Springs	11.5	24,109	$ 49,445	46.2
Total Within 12 Miles		**722,189**		
Orange County FL		**1,533,646**	**$ 36,450**	**36.4**

Tourism Data - 2024	Domestic	International	Total Visitors
Visitor Volume	68,840,300	6,493,500	75,333,800
Length of Stay	3.1 Nights	8.3 Nights	
Spending Per Person	$ 1,070.00	$ 1,079.00	
Party Size	2.5 People	3.3 People	

	Total Attendance	# of Conventions
Convention Center Attendance	1,744,329	172

	Total Passengers
Orlando Airport	57,258,504

Hotel Data	
Hotel Room Inventory	130,464
Average Occupancy	71.6%
Average Daily Rate	$ 194.81
Hotel Demand	34.3 Million Room Nights

Competitive Analysis

We have reviewed several courses in the area and fully believe that Forest Lake should be one of the places to play in the Orlando metroplex. While there are a lot of golf courses in the surrounding area, Forest Lake is uniquely positioned to be a leader in the market. We will do this by investing in the course and improving the playing conditions. We will price the course competitively with the competition so that as we improve the course, the perceived value for playing at Forest Lake will increase. We want Forest Lake to be a place that locals can call home but also a place visitors seek out to play. This will happen as Forest Lake regains its reputation for having fast greens, being in great shape and providing first-class service.

Course	Miles From Forest Lake	GolfNow Rating	Google Rating	Resident				Non Resident			
				Weekday	Friday	Saturday	Sunday	Weekday	Friday	Saturday	Sunday
Forest Lake Golf Club	0.0	3.6	4.2	$ 50.00	$ 50.00	$ 55.00	$ 55.00	$ 60.00	$ 60.00	$ 66.00	$ 66.00
Dubsdread Golf Course	11.0	4.4	4.6	$ 57.00	$ 65.00	$ 65.00	$ 65.00	$ 70.00	$ 75.00	$ 75.00	$ 75.00
Sweetwater Golf & Country Club	13.1	3.2	3.7	$ 40.00	$ 55.00	$ 55.00	$ 55.00	$ 40.00	$ 55.00	$ 55.00	$ 55.00
Metro West Golf Club	13.2	3.7	3.7	$ 45.00	$ 45.00	$ 59.00	$ 59.00	$ 45.00	$ 45.00	$ 59.00	$ 59.00
Wekiva Golf Club	15.3	3.6	3.8	$ 48.00	$ 65.00	$ 65.00	$ 65.00	$ 48.00	$ 65.00	$ 65.00	$ 65.00
Mount Dora Golf Club	16.5	4.0	4.1	$ 44.00	$ 42.00	$ 49.00	$ 49.00	$ 44.00	$ 42.00	$ 49.00	$ 49.00
Orange County National Panther	17.2	4.5	4.4	$ 59.00	$ 64.00	$ 64.00	$ 64.00	$ 89.00	$ 89.00	$ 89.00	$ 89.00
Legends Golf & Country Club	17.9	4.2	4.2	$ 59.00	$ 59.00	$ 69.00	$ 69.00	$ 59.00	$ 59.00	$ 69.00	$ 69.00
Kings Ridge Golf Club Championship	18.1	3.8	3.7	$ 40.00	$ 40.00	$ 45.00	$ 45.00	$ 40.00	$ 40.00	$ 45.00	$ 45.00
Winter Park Pines Golf Club	19.2	3.8	4.2	$ 49.00	$ 55.00	$ 55.00	$ 55.00	$ 55.00	$ 60.00	$ 60.00	$ 60.00
Casselberry Golf Club	19.6	3.8	3.9	$ 49.00	$ 52.00	$ 61.00	$ 61.00	$ 49.00	$ 52.00	$ 61.00	$ 61.00
Disney's Magnolia GC	20.5	4.2	4.4	$ 140.00	$ 145.00	$ 145.00	$ 145.00	$ 140.00	$ 145.00	$ 145.00	$ 145.00
Disney's Oak Trail GC	20.5	4.3	4.4	$ 40.00	$ 45.00	$ 45.00	$ 45.00	$ 40.00	$ 45.00	$ 45.00	$ 45.00
Disney's Palm GC	20.5	4.4	4.4	$ 125.00	$ 125.00	$ 129.00	$ 129.00	$ 125.00	$ 125.00	$ 129.00	$ 129.00
Green Valley Country Club	20.9	3.7	4.1	$ 36.00	$ 45.00	$ 45.00	$ 45.00	$ 36.00	$ 45.00	$ 45.00	$ 45.00
Eagle Dunes Golf Club	22.3	3.5	4.1	$ 39.00	$ 39.00	$ 49.00	$ 49.00	$ 39.00	$ 39.00	$ 49.00	$ 49.00
Grande Vista Golf Club	23.2	4.3	4.6	$ 55.00	$ 55.00	$ 55.00	$ 55.00	$ 65.00	$ 65.00	$ 65.00	$ 65.00
Ventura Country Club	25.7	4.2	4.3	$ 57.00	$ 57.00	$ 62.00	$ 62.00	$ 57.00	$ 57.00	$ 62.00	$ 62.00
Disney's Lake Buena Vista GC	27.5	4.1	4.5	$ 120.00	$ 125.00	$ 125.00	$ 125.00	$ 120.00	$ 125.00	$ 125.00	$ 125.00
Mystic Dunes Golf Club	28.0	3.8	3.9	$ 59.00	$ 69.00	$ 69.00	$ 69.00	$ 79.00	$ 85.00	$ 89.00	$ 85.00
The Timacuan Club	31.0	2.4	3.9	$ 45.00	$ 50.00	$ 55.00	$ 50.00	$ 45.00	$ 50.00	$ 55.00	$ 50.00
Fairways Country Club	31.1	3.6	4.0	$ 39.00	$ 39.00	$ 48.00	$ 48.00	$ 39.00	$ 39.00	$ 48.00	$ 48.00
Stoneybrook East Golf Club	31.6	3.6	2.5	$ 40.00	$ 40.00	$ 40.00	$ 40.00	$ 40.00	$ 40.00	$ 40.00	$ 40.00
Kissimmee Bay Country Club	32.2	3.6	3.7	$ 45.00	$ 55.00	$ 55.00	$ 55.00	$ 45.00	$ 55.00	$ 55.00	$ 55.00
Falcon's Fire Golf Club	32.3	3.6	4.0	$ 40.00	$ 48.00	$ 48.00	$ 48.00	$ 40.00	$ 48.00	$ 48.00	$ 48.00
Celebration Golf Club	32.7	4.2	4.4	$ 69.00	$ 69.00	$ 69.00	$ 69.00	$ 75.00	$ 75.00	$ 75.00	$ 75.00
Oaks National Golf Club	32.8	3.5	3.5	$ 35.00	$ 35.00	$ 40.00	$ 40.00	$ 35.00	$ 35.00	$ 40.00	$ 40.00
Mayfair Country Club	33.1	3.6	3.8	$ 52.00	$ 56.00	$ 56.00	$ 56.00	$ 52.00	$ 56.00	$ 56.00	$ 56.00
North Shore Golf Club	33.8	4.1	4.0	$ 50.00	$ 50.00	$ 50.00	$ 50.00	$ 50.00	$ 50.00	$ 50.00	$ 50.00
Eagle Creek Golf Club	34.3	4.3	4.3	$ 45.00	$ 65.00	$ 65.00	$ 65.00	$ 69.00	$ 79.00	$ 79.00	$ 79.00
Twin Rivers Golf Club	37.2	3.7	4.0	$ 55.00	$ 60.00	$ 65.00	$ 65.00	$ 55.00	$ 60.00	$ 65.00	$ 65.00
Wedgefield Golf Club	43.8	4.0	4.1	$ 45.00	$ 55.00	$ 55.00	$ 55.00	$ 45.00	$ 55.00	$ 55.00	$ 55.00

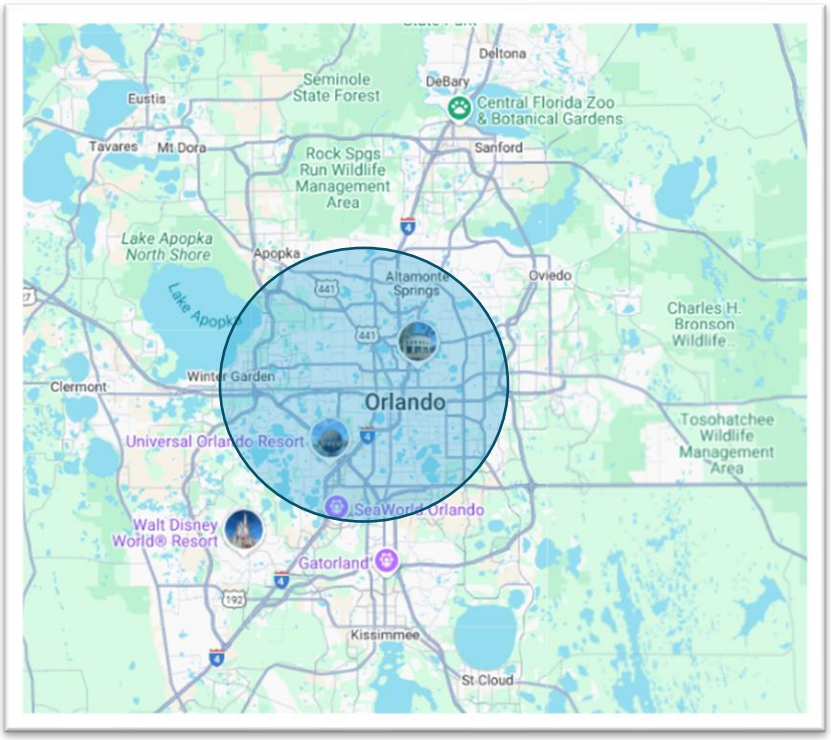
Online Tools

Google

We will take ownership of the Google listing and will keep the listing up to date and utilize the listing to reach audiences throughout the Orlando area.

Google ads

Golf Campaign: We will set up an ad campaign to advertise the facility. We will be able to reach customers who Google search common golf terms in a predefined area such as the map to the right. When someone searches golf course, golf courses near me, golf course Orlando, etc., the ad can pop up and influence their golfing decision.



Google reviews

We will look to build reviews through Google so that future customers will see good reviews about the property. We will establish programs in the clubhouse to encourage golfers to fill out reviews. The more reviews we can capture, the more we can build our Google listing and reach more customers.

Google pictures

As we update the online platforms with new images, we will also update pictures on the Google listing. We want customers to see how great the facility is looking to help influence their golfing decision.

Facebook & Instagram

We will make sure that Facebook and Instagram are kept up to date with the latest club information and that promotions and pictures are being posted regularly. We will create paid advertising programs through both platforms to disceminate information to current players and golfers who may not have experienced the facility. We look to build reviews on Facebook as well. Again, building reviews will help promote the course to future patrons of the facility. Below are postings from one of our Elite Golf properties as an example.



Instagram Post



Instagram Post



Instagram Post

Website
We will work with the previous operator to take over the website and transition to our provider who will build a website with emphasis on visuals. We want to increase the visual presence on the website to show potential customers what the facility is all about.

GolfNow
GolfNow has been a great way to reach new customers in the region. GolfNow has a national presence in booking golf and has become a staple when customers are searching for courses to play when visiting a new location. Our partnership with GolfNow allows us to send out communications to the database to promote the facility. We can put out specials online to encourage bookings. GolfNow offers a chance for players booking through their platform to share feedback through reviews. We will work to build positive reviews for Forest Lake which will help influence future customers. We will continue to utilize GolfNow to reach new audiences and generate tee times.

Email marketing
We will work towards capturing emails as players make tee time reservations and through our online booking systems. We will utilize emails to make patrons aware of our upcoming events and promotions at the facility.

Reviews
Our team will push for reviews to build our online reputation across multiple platforms such as Google, Facebook, Yelp and GolfNow. We will encourage guests following their round to leave reviews and utilize incentives to gain reviews such as a complimentary drink. We will work on creating a way to reach back out to customers such as an email so they can leave a review. The more reviews we can build, the more word of mouth will spread and capture more patrons.

Print items
We will prepare signage that can be displayed around the club and at partner sites to promote the course and amenities. From events, to the restaurant, to golf promotions, we will create professional signage to get our message across.

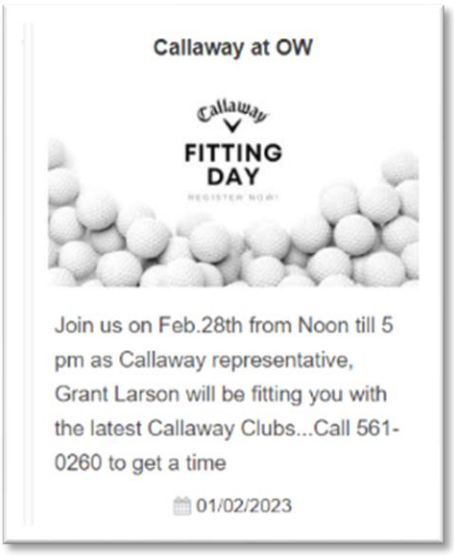


External marketing
While we do not advocate for print marketing as it can be costly and short lived, we will explore some of the options in the region that make sense to reach new customers. We have allocated a portion of our marketing towards ideas that are presented throughout the year whether they be online opportunities or in print publications.

External Brokers

Elite Golf utilizes several external golf brokers to promote and sell the course. By giving brokers a small break on the green fee, they promote and resell green fees to visitors in the area. We would explore all of our external brokers to add Fore Lake to their list.

In House Events



Golf

Our onsite team will host club golf tournaments throughout the year. Club events are a great way to get guests engaged at the club. We will work with the team to come up with fresh ideas that are unique and help build support for the facility. Along with club tournaments, we will host demo days where guests can come to the club and try out the latest golf equipment. Demo days help draw in the local golfing community as they get the chance to hit new drivers, irons and be fit for clubs.

Restaurant

We will work to promote new ideas in the restaurant to build food and beverage sales. Food and drink specials will be utilized to draw customers into the restaurant before and after their round. We want to create a new environment with new offerings to entice patrons to spend in the restaurant. We will explore hosting events such as music on the patio or beer tastings to create new revenue streams for food and beverage. Below are some events that we have held at other Elite Golf facilities that we feel would be easy to implement at Forest Lake.







Customer Service Plan

Business Model

At Elite Golf, we believe that providing a superior product with outstanding value and unmatched service is the key to success. In a competitive market, we believe that loyalty and brand delineation are imperative to driving revenue. It's the little things that count. A great product at great value is our brand.

Adding value and improving service at our facilities has paid dividends at our properties. Small and inexpensive gestures that the guest will immediately notice are remembered and appreciated. For example, we provide a complimentary bottle of water to each guest based on facility price points and customer base. We also have small towels available to our guests to clean their golf clubs at no additional fee. We provide complimentary popcorn in the F&B for guests. The enticing smell draws customers in after their round and encourages more spending. This is an uncommon practice for many daily fee properties and certainly drives loyalty which leads to repeated visits. The guests see these small gestures and recognize that management has the entire experience in mind and is willing to go a bit further to ensure a positive experience.

Elite Golf is continually visiting the competition to see what they are doing right. We adapt to the competition and implement ideas that make sense for our properties. We are committed to changing and continuously improving our product. Elite Golf must be leading the race as far as value and customer experience is concerned. We understand that a guest has choices, and we must be their first.

Elite Golf creates a relaxed and enjoyable work environment. We are only as good as our team members. We encourage communication and innovation. We encourage thoughtful suggestions as our team members are the eyes and ears of daily operation. They get reviews of our service and product immediately and they have a clear picture of guest expectations. Our team is expected to handle issues to the satisfaction of our guests. If a guest has a need, it is our job to understand that need and exceed it. For example, if a guest has a flat tire during a round of golf, our team member would gauge what the guest is expecting and offer a solution. The solution might be buying the guest a hot dog or offering a discount on a future visit. The goal is to make certain the guests leave satisfied, and we will do what it takes to ensure satisfaction.

Elite Golf Management holds regular team meetings to determine what we are doing right and more importantly, where we can improve. Again, our team is effectively our eyes and ears. We must have free flowing and constructive communication to advance our product.

Elite Golf has always and will continue to hire the best person for the job regardless of ethnicity or gender. We do not believe in gender specific roles at any level and our roster reflects that. In a male dominated industry, we have many female leaders and have for decades. From outside service positions to the CFO of Elite Golf, we hire, promote and encourage female and minority team members. We firmly stand by the policy of hiring the best person for the job regardless of race or gender.

Hospitality and Customer Service

There are three founding principles that make up Elite Golf, great product, great service and great value. Elite Golf strives to be the best in the business with these principles in mind. The Elite Golf service

philosophy is simple, treat people with dignity, respect and service them with a smile. Because of these founding principles, Elite Golf guests are repeat guests.

Hiring the Right Person for the Job

Elite Golf is careful in the selection of the individuals we bring aboard to work in our facilities. Experience, training, and innate qualities like a warm courteous disposition are among the things that we look for when selecting new staff members.

Training

Upon joining the Elite Golf team, staff will train with fellow team members and managers on tasks specific to their respective areas of responsibility. Elite Golf team members are issued facility manuals that reflect the Elite Golf approach to operations.

Our staff is the guest's first point of contact. That said, we train every staff member to:

- Have the right attitude
- Be knowledgeable about our product
- Enjoy their work
- Be good ambassadors of the course
- Continue to improve the facility

Pride in Appearance

Maintaining a professional appearance is an important component of delivering an excellent golf experience. Staff will adhere to proper dress codes in keeping with traditional golf course standards. This allows our patrons to easily identify members of the Elite Golf team, creates visual unity within individual departments and contributes to creating an exceptional golf experience.

Day to Day Elite Golf Services

There are certain characteristics that a guest should find at all Elite Golf facilities. Guests should be addressed when they are near a staff member and greeted with a smile. Staff members will approach and service guests rather than waiting for a guest to ask for help. Service areas and products will be neat, clean and tidy for our guests. More specific service qualities include helping guests with their clubs to and from there vehicles as well as helping a guest find their specific needs on the golf shop floor. Elite Golf staff members raise the bar from a normal facility to an Elite facility.

Customer Service

An effective customer service program will engage facility patrons and improve communication and experience at the club. Customer service can be gauged by guest satisfaction. The more the guests enjoy their experience, the more likely they are to become loyal to the facility and create additional business by word of mouth. The best way to build on customer satisfaction is to increase the level of customer service that is provided to each guest. We will do this through our staff and the guest's experience. This will be measured through online facility reviews, comment cards and guest interaction with managers and corporate staff. Elite Golf believes in making sure that no patron leaves the facility unhappy. Our team should do everything possible to resolve a patron's issue to make them a satisfied guest. Complaints will be handled immediately and all staff members will be empowered to "Make It Right". We would rather give away a complimentary beverage or give a discount on a round of golf than have a bad experience cost us a guest.

Guest Experience

Through staff training, we will ensure that each guest has a good, consistent, and enjoyable experience each time they visit the facility. This will be done by creating customer service centered processes that each guest will engage in when visiting Forest Lake. When guests have a good experience, they are more likely to tell a friend and help build our business.

- Guests will be greeted when they arrive and assisted with the directions and anything else they need.
- Upon entering the clubhouse they will be acknowledged and greeted with a smile from one of our golf shop associates.
- Their transaction will be smooth with a good point of sale system.
- Guests will then be assisted as needed by the golf course starter, player service associates, or food and beverage associates.
- Upon completion of their round, guests will be greeted by a player services associate, invited into the facility for some food and beverage, or assisted to their vehicle.
- Staff will seek feedback from the guests to ensure that the experience exceeds the guests expectations, or to find out what can be done better.
- Guests can expect to hear a friendly voice on the phone when the call in to ask questions, or to make reservations.

Field Experience

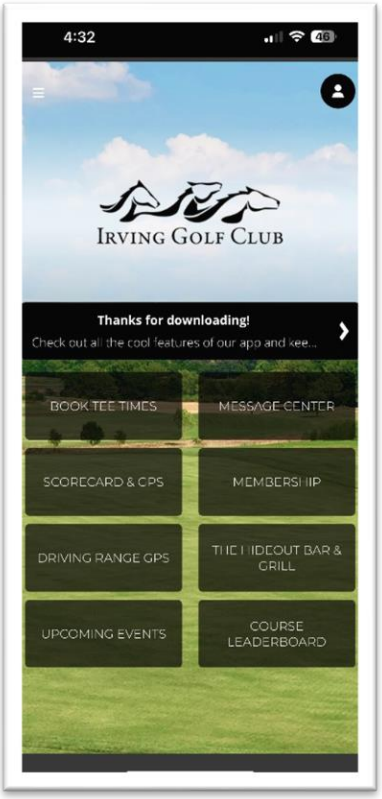
Elite Golf Management has been in the golf management business since 2009 with Keith Flatt having over 40+ years in the golf industry and Derrick Hunter over 20+ years in the golf industry. We have operated high-end facilities and facilities with smaller budgets and we can provide a great experience to customers in both types of facilities. The following are a few specific examples of what Elite Golf has performed in the field at our portfolio of facilities.

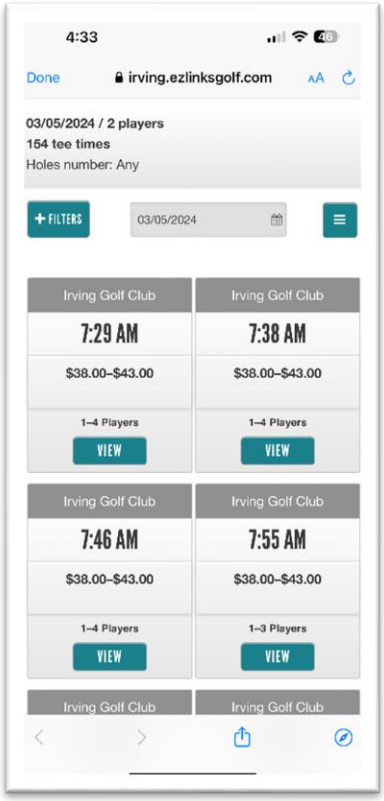
Point of Sale

Elite Golf has utilized the GolfNow Premiere point of sale software going back to 2012 and it is currently used at all our facilities. This software is specifically designed for golf facilities and allows for everything you need to run a golf course. We have utilized this software for basic point of sale functions such as registers but also for event management, inventory control, membership management including member billing and receivables, gift cards and credit books along with a host of other tools. We are very adept at maximizing this software to meet our facility's needs to make sure that the customers experience at the register and throughout our operations is first class.

Online and Mobile Tools

Through our GolfNow partnership, we offer online tee times to our guests along with a specialized app for the facility. We can customize the online booking experience to meet the facility's needs. Tee times can be booked online and are tracked directly onto the tee sheet. Our tee sheet tool through the GolfNow Premiere platform also allows us to quickly adjust rates online to maximize tee time utilization and sell unsold tee times. We have utilized custom apps to offer more tools to our guests such as online booking, course information, course gps, advertising and more. The app is a great way to build loyalty with customers as they have one place to go on their phone to get the latest information on the facility.





Reservation System

At some of our busier facilities we have used a third-party reservation system to help book tee times. This can be set up to take all incoming calls or just during times the facility is closed. This is a great way to make sure that phone calls do not go unanswered and all guests are taken care of.

Pace of Play Systems

Pace of play is a common complaint among golfers so anything that you can do to speed up the game helps with guest enjoyment. Where budgets allow, we utilize a starter and marshal program to make sure that guests tee off in a timely manner and are monitored around the course. We make sure that starters and marshals are trained to present a pleasant attitude along with instructions that will help each guest navigate the course appropriately. We have implemented other ideas such as a clock system where clocks are placed on every third hole to alert guests to their pace of play. For instance, if a group tees off at 9:00am, when they reach the third hole, the clock should read 9:00am. If the clock reads after 9:00am, the group is behind pace and can make adjustments to their play to get back on time before the sixth hole where again the clock should read 9:00am. Additionally, we have utilized golf cart gps and tracking to monitor pace of play around the course. The gps system allows us to see where guests are, how fast they are playing and send notices to the players if they need to speed up. The gps system is a great way to make quick corrections around the course as it can be done in real time.



Amenities

We believe that anything we can do to separate the facility from the competition helps to create customer loyalty and that is why at Elite Golf properties we implement various amenities for our guests that differentiate us from other courses. A few examples include offering some candy such as Jolly Ranchers in jars in the golf shop and maybe the restrooms as a treat. A popcorn machine with complementary popcorn in the restaurant for guests to snack on after play helps keep them on property and the salt helps promote a beverage purchase. On a hot day we may have the staff hand out Otter Pops (ice popsicles) to guests to help them cool down. We may provide scented cold face towels for guests when they finish their round to cool down in the summer. Something simple such as putting ice in the coolers on the golf carts and providing a complimentary bottle of water to guests is a way to show that we offer more value than the competition.

Food and Beverage Operations

Hours of Operation

Elite Golf will evaluate the needs of the facility and determine the best hours to operate the food and beverage department. We will adjust the hours as business demands increase and decrease. In general, we feel that it will be important to offer beverage service throughout the day and utilize food service at times that meet the customer's demand.

Beverage Service

Elite Golf typically offers beverage service in season at least 30 minutes before the first tee time goes out to accommodate the early golfers. We usually extend beverage service until evening or when the last golfers are leaving the course. If there is demand to keep the beverage service open longer, we are willing to explore that.

Food Service

We have found that the kitchen does not need to be open prior to the first tee time, but in general closer to when the first tee times are ending their golf round. We would have premade breakfast items that are easily heated up for golfers playing before the kitchen is open. Kitchen service is usually at its highest demand between 11:00am and 3:00pm when golfers are ending their round of golf or getting started for an afternoon round. Afternoon food service would be based on the time of year and the demand from customers. The primary focus for food services should be based on golfers and when they are at the golf course. We believe that you can grow into evening service by holding specialty events a couple of times a week and if they are successful you can move into offering a more structured evening service. We have utilized specialty events such as fish frys, pasta nights or burger nights to help develop the evening food service.

On Course Services

Elite Golf likes to utilize beverage cart services on the course to supplement services to the golfers. During the season, it would not be uncommon to have a morning beverage cart and an afternoon beverage cart to accommodate golfers throughout the day. Out of season the beverage cart would be scheduled based on player counts. The beverage cart would carry all beverage types plus snacks and premade sandwiches as needed by golfers.

General Operations

Food and beverage operations at Forest Lake will report to the food and beverage manager or department lead. Working alongside the staff, they will implement controls, standards and procedures to provide a successful food and beverage operation. The food and beverage manager will report to the general manager and then the Elite Golf executive. In general, the food and beverage operation will be open to service guests when tee times start to when play comes off the course. Elite Golf will adjust the hours of operation as business dictates. If there is not demand for a breakfast service, then we make will adjustments to staffing and offerings to make sure that something is available while also controlling our overhead. At other operations, we had had light food and beverage items available in the golf shop until it made sense to open the restaurant.

Daily Operations

Elite Golf will implement our philosophy at Forest Lake for the food and beverage operations, provide a great product and great service at excellent value. Staff will offer a service-oriented atmosphere for guests to dine or enjoy a beverage before or after their round. Daily operations will begin at breakfast and continue through lunch service with dinner service only for special events. The restaurant/bar will be molded to fit the operation. Whether the menu contains simple items such as sandwiches and burgers, or more upscale options for special events, the Elite Golf team will maximize operational efficiency.

We want to make sure that a guest can get something good to eat while at the facility. We have run several types of operations from snack bar setups to full-service dining and events. Golf courses are generally hot dog and hamburger operations, and we will build a menu consistent to that idea. A very simple approach to a menu would be to offer breakfast burritos/sandwiches, deli style sandwiches, hot dogs, bratwurst and or spicy sausages, small pizzas, hamburgers and sides. We can also expand the menu to offer hot sandwiches, more appetizers and limited salads. An example of a menu we could see implemented at Forest Lake would look like the following examples.

IRVING GOLF CLUB

The Hideout
Bar & Grill

The Greens

House Salad $7
Chopped lettuce with red cabbage, carrot, tomato, seasoned croutons and choice of dressing | blue cheese, italian, ranch or thousand island
Add chicken for $3

Caesar Salad $7
Chopped romaine/iceburg mix, shaved parmesan cheese, seasoned croutons with ceasar dressing
Add chicken for $3

Chef Salad $9
Chopped lettuce, julienne turkey & ham, cheddar cheese, tomato wedges, egg, seasoned croutons with choice of dressing | blue cheese, italian, ranch or thousand island

Hideout Burgers

Includes one side: fries, potato salad, fruit or chips
Side upgrade: sidewinders $2, fried jalapenos $2, onion rings $3

The Hideout Brisket Burger* $9
A juicy burger mix of chuck beef, brisket and short rib with lettuce, tomato, onion, pickle on a brioche bun with choice of cheese | american, cheddar, pepper jack or swiss

Bacon Brisket Burger* $10
A juicy burger mix of chuck beef, brisket and short rib with smoked bacon lettuce, tomato, onion, pickle on a brioche bun with choice of cheese | american, cheddar, pepper jack or swiss

Mushroom Brisket Burger* $10
A juicy burger mix of chuck beef, brisket and short rib with melted swiss cheese, grilled onions and mushrooms on a brioche bun

Texas Brisket Burger* $10
A juicy burger mix of chuck beef, brisket and short rib with melted pepper jack cheese, jalapeno, lettuce, tomato, onion, pickle on a brioche bun

Sand - Wedges

Includes one side: fries, potato salad, fruit or chips
Side upgrade: sidewinders $2, fried jalapeños $2, onion rings $3

The Deli Board $8
Choice of ham or turkey piled up high on Texas toast with lettuce, tomato & choice of cheese | american, cheddar, pepper jack or swiss

Texas Style B.L.T $9
Smoked bacon piled high on crispy Texas toast with lettuce, tomato & chipotle mayo | Add jalapenos for $1

The Club $10
Ham, turkey & cheddar cheese piled high on top of smoked bacon, lettuce & tomato with mayo in between two slices of crispy Texas Toast
Make it Texas Style with chipotle mayo & jalapenos for $1

Chicken Sandwich $9
A juicy marinated grilled chicken breast with lettuce, tomato, onion, pickle on a brioche bun with choice of cheese | american, cheddar, pepper jack or swiss

Chicken Club $10
A juicy marinated grilled chicken breast with smoked bacon, lettuce, tomato, onion, pickle on a brioche bun with choice of cheese | american, cheddar, pepper jack or swiss
Make it Texas Style with chipotle mayo & jalapenos for $1

Philly Steak $10
Ribeye philly steak, melted swiss, onions & peppers on a fresh hoagie
Add mushrooms or jalapenos for $1 each

* Consumer Warning: *Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of food borne illness.* *

MISSION ROYALE GOLF CLUB

MISSION Grille

Breakfast | Served All Day

Build Your Omelet

Three Egg Omelet $7

3 eggs with choice of cheese served with hash browns and choice of toast | Additional items $1 each

Cheese: American, cheddar, pepper jack, provolone, swiss

Meats: Bacon, sausage or ham

Veggies: Avocado, mushrooms, peppers, onions, tomato, jalapenos

Cowboy Omelet $10

3 eggs with sausage, bacon and ham with pepper jack cheese covered with country gravy and choice of toast

Breaking The Shell

The Mission Burrito $6

3 eggs with cheese & choice of smoked bacon, sausage or ham served in a warm tortilla

Breakfast Sandwich $6

2 eggs with cheese & choice of smoked bacon, sausage or ham on choice of toast

Biscuits & Gravy $5

2 soft flaky southern style biscuits in classic country gravy with 2 pieces of sausage

Casa Grande Classic Breakfast* $7

Two eggs cooked any style with choice of smoked bacon, sausage or ham served with hash browns & choice of toast

Steak & Eggs* $12

6oz angus steak with two eggs cooked any style with hash browns & choice of toast

Chicken Fried Steak & Eggs* $10

Crispy breaded chicken fried steak covered in classic country gravy with two eggs cooked any style with hash browns & choice of toast

* Consumer Warning: *Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of food borne illness.* *

The Sweet Stuff

Pancakes

Small stack (2) $5
Large stack (4) $7
Add blueberries or strawberries for $2

French Toast $6

Traditional French toast prepared with powdered sugar
Add blueberries or strawberries for $2

The Sides

1 Toast	$1.00	Fruit	$3.00
1 Egg*	$1.50	Cole slaw	$3.00
3 Bacon	$2.50	French fries	$3.00
2 Sausage	$2.50	Sweet Potato Fries	$3.00
1 Ham	$2.50	Fried jalapenos	$4.00
Hash browns	$2.50	Onion rings	$5.00
Oatmeal	$3.00		

Appetizers

Chips & Salsa $5

Crispy tortilla chips served with salsa

Chicken Wings or Tenders $9

Crispy fried wings (6) or tenders (4) with ranch or blue cheese, carrots & celery sticks
Choice of sauces: buffalo, sweet & spicy, bbq, honey mustard

Quesadilla $7

Melted cheese, onions & peppers in a warm tortilla served with sour cream & salsa
Add chicken $4, steak $7

Loaded Fries $6

Crispy fries or sweet potato fries with bacon, melted cheese & jalapenos served with choice of sour cream or chipotle mayo

Loaded Nachos $9

Tortilla chips with melted cheese, jalapenos, guacamole, sour cream, pico de gallo served with salsa
Add chicken $4, steak $7

Training

Elite Golf will immediately begin work to train the staff in proper food and beverage service standards. Staff will provide a pleasant and professional atmosphere for guests to dine in. From greeting the guests to delivering the final check, staff will be trained to make sure the guest experience is in line with the City's expectations. Elite embraces the philosophy that customer retention starts with service. Points of service to focus on include:

- Smile and greet guests when they enter the dining area, seat them and get them menus.
- Get drink orders within 2 minutes of seating and drinks back to the table as soon as possible.
- Suggest daily specials or specific menu items.
- Perform quality checks, make sure guests have what they need.
- Present the check at the appropriate time.

Cost Controls

Elite Golf will review the food and beverage expenses and determine where savings can be found while maintaining the integrity of our product. Current vendors and programs will be reviewed to make sure Forest Lake is getting the best products and pricing available. Regular inventories will be conducted to control costs and minimize product on hand. Our onsite food and beverage manager will excel in loss prevention and waste control to ensure maximum profitability with minimal risk.

Product

The Elite Golf team constantly evaluates the menu pricing and quality to make sure that our facilities are in line with goals and are competitive with comparable local establishments. Menus are revised and updated continually to create variety and eliminate items that are less popular. Specials are used to experiment with new items and learn the tastes of our demographic before finalizing the menu. The Elite Golf team regularly visits other competing golf courses and non-course establishments in the community to compare product and price. Through constant evaluation, Elite Golf continues to evolve and provide quality products to guests at reasonable prices.

Alcohol Service Policy

Elite Golf is dedicated to providing responsible service of alcoholic beverages to guests of the property. Elite Golf is also committed to protecting our staff members, facility management, ownership and the community at large. All staff members who serve alcoholic beverages or come in contact with guests who consume alcoholic products are required to follow these procedures:

- Any staff member who may sell an alcoholic beverage will take the local alcohol awareness training classes to become certified in alcohol service prior to serving alcohol at the facility.
- Staff members will complete timely recertification of alcohol awareness training.
- Staff members will not arrive to work under the influence of alcohol nor will they drink during or after their shift.
- No outside alcoholic beverages are allowed at the facility. If someone is suspected to have outside alcoholic beverages, please inform a manager so they can speak with the guest.
- Staff members will not serve an alcoholic beverage to anyone under 21 years of age or anyone showing signs of visible intoxication.

- Before serving an alcoholic beverage, staff members must check the identification of guests who appear to be under the age of thirty years old. Identification must show the guest to be at least 21 years of age. Identification must also match the physical characteristics of the guest presenting the identification. Acceptable identification includes a driver's license with a photo, a valid passport with a photo, a state-issued identification with a photo and birth date or military ID.
- Staff members will check to make sure that the identification is authentic. If in doubt, please alert the manager. If unable to determine authentication, staff members must not serve alcoholic beverages to the guest.
- Staff members will monitor alcohol consumption by guests in order to determine when to slow down or stop serving guests to prevent over service. Staff members should rely on their alcohol awareness training to make this decision to keep the guests and facilities safe.
- Staff members should seek a manager's assistance with any unruly guests or situations that they feel are out of their control.

Events

Creating a good product and service is the first step to success for Forest Lake. Customers will spread the word if the product is good and help drive new patrons to the facility. We will utilize all avenues we can to market the food and beverage operation. The restaurant activities should be included in all email blasts the club sends out. Professional signage around the club and in the golf carts can be used to communicate to golfers at the facility. We will utilize social media to show off the product and events such as posting a picture of the daily/weekly special. We will have managers reach out to local businesses and community members to invite them to the facility.

We will create unique club events to draw customers to the facility. We have used simple things like wine tastings and live music events to bring in a different audience to the restaurant. We would like to enhance the patio at Forest Lake to provide an additional event space where guests can enjoy the evening weather and spending time with friends.

At some of our City facilities, we have worked with the City to host city events at the golf course. For instance, we have held concerts at the facility, car shows, family days and firework shows. We believe that it is important for the City to look at Forest Lake as another venue for hosting their monthly events. This is a great way to introduce the facility to patrons who have never been to the golf course.

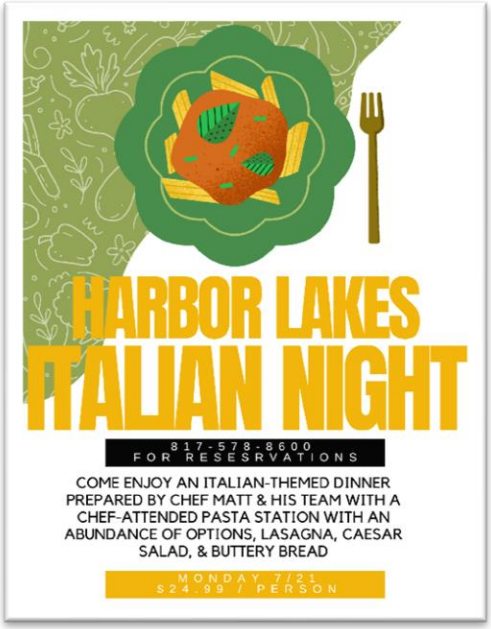



MISSION GRILLE PRESENTS:
TRIVIA NIGHT!
Hosted by Spud and Keith Smith
$5 PAY-TO-PLAY
GIFT CARD PRIZES
HAPPY HOUR DRINKS
MEMBER SIGN UPS
START JUNE 26
NON-MEMBER SIGN UPS
START JUNE 27
WEDNESDAY JULY 9 5:30-7:30


$19 FISH FRY Fridays
MAY 23 12PM - 7PM
ONLY AT MISSION GRILLE
PLATE INCLUDES
FRIED COD, FRENCH FRIES, AND COLESLAW
TAKE OUT PLATES AVAILABLE
QUESTIONS? CONTACT US AT (520) 876-5355 EXT. 1


BURGER NIGHT
SMASHER BURGER
AMERICAN CHEESE, LETTUCE, RED ONION, PICKLE, AND THOUSAND ISLAND DRESSING
MUSHROOM SWISS BURGER
SWISS CHEESE, MUSHROOMS, AND CARMELIZED ONIONS
BACON RANCH BURGER
CHEDDAR CHEESE, PICKLES, CARMELIZED ONION, AND RANCH
MISSION CLASSIC
NEW!
AMERICAN CHEESE, RED ONION, PICKLES, KETCHUP, AND MUSTARD
BURGER AND A SIDE ONLY 13 BUCKS!


HARBOR LAKES GOLF CLUB PRESENTS
THE KENTUCKY DERBY PARTY
FROM 4:30 TO 7PM COME WATCH THE KENTUCKY DERBY AT THE CLUB & ENJOY A SIGNATURE MINT JULIP COCKTAIL
WEAR YOUR BEST DERBY ATTIRE AND FINEST DERBY HATS FOR A CHANCE TO WIN A SPECIAL PRIZE!
$10 PER PERSON INCLUDES ACCESS TO THE DERBY SNACK BAR!
MAKE YOUR RESERVATIONS BY CALLING THE FRONT DESK
817-578-8600


HARBOR LAKES ITALIAN NIGHT
817-578-8600
FOR RESESRVATIONS
COME ENJOY AN ITALIAN-THEMED DINNER PREPARED BY CHEF MATT & HIS TEAM WITH A CHEF-ATTENDED PASTA STATION WITH AN ABUNDANCE OF OPTIONS, LASAGNA, CAESAR SALAD, & BUTTERY BREAD
MONDAY 7/21
$24.99 / PERSON


TIM'S STEAK NIGHT
MONDAY JULY 14TH
CHOICE OF A FLAVORFUL BEEF RIBEYE OR A CLEAN-CUT NEW YORK STRIP
SERVED WITH A LOADED BAKED POTATO, SIDE SALAD, & SEASONAL VEGETABLES
$44.95 PER PERSON
MAKE ALL RESERVATIONS BY CONTACTING THE FRONT DESK

Pro Shop Operations

Hours of Operation

Elite Golf facilities are typically open 365 days of the year (weather permitting). Hours of operation are determined by management and are typically set to allow for play from sunrise to sunset. Operating hours are subject to change based on the season and the weather.

General Operations

Golf operations will report to the general manager/director of golf at the facility. The general manager/director of golf will report to the Elite Golf executive management team as well as work with facility ownership.

Golf Shop Operations

Elite Golf's key personnel have been in the golf business for a combined 60+ years. We understand what a golf experience should look like as we have operated clubs of all nature, private to public, high-end to smaller budget clubs. Hiring the right staff is key to an enjoyable experience in the golf shop. We are looking for staff members with a positive attitude and willing to learn.

- We have run thousands of golf tournaments from outside events to internal events.
- We have golf professionals who teach, give clinics and put together instruction programs for the facility. We have also used third party instructors to fill that role when it is not available for the club staff. We encourage strong junior programs and work with high school golf programs and junior golf tournaments to encourage growth in the game.
- We work at our facilities to grow customers by creating fun events and programs that draw golfers to the course. From range programs, to leagues and tournaments, we work with the local golfer base to create items of interest that engage our guests at the property.

The First Two Days

Elite Golf will make an impact in the first two days at the facility. Customers will notice positive changes through simple operational strategies Elite Golf will implement. Service providers will greet customers with a smile and a friendly greeting from day one. The golf carts and practice facilities will be set up uniformly and professionally. Small changes that affect service will be implemented on day one to show customers that a new golf experience has arrived at the facility.

The First Month

Elite Golf will continue to implement standards and controls to elevate the service and product at the facility. Staff meetings will take place to review and train staff on the Elite Golf philosophy and procedures for service. Daily operations will be reviewed, and changes made where necessary. New promotions will be introduced to promote local and tournament play.

Within 4 to 6 Months

Elite Golf has seen that it takes 4 to 6 months for the Elite Golf impact to take effect. By this time, service standards will have been implemented, new merchandise programs put into place, the sales team will have notified customers of changes to the facility and customers will have spread the word about

their experience. At this time, we will have implemented a new club event calendar and daily and weekly promotions and expect to see the start of an increase in rounds and revenue.

Within 12 Months

Elite Golf has made increases in rounds and revenue throughout promotional strategies, and it typically comes full circle by the end of the first year. Currently, we plan to be in full swing with total rounds and revenues increasing over the previous year's numbers.

Service

Under the supervision of an Elite Golf general manager/director of golf, the golf operations will become a department focused on service to the community. We believe that there are few ways to differentiate one facility from another these days and we do so through product and service. Our team will instill a customer service philosophy to drive home the importance of customers and staff enjoying themselves at the facility. We will install procedures to make sure that customers are treated with respect and are serviced from the time they enter the property to the time they leave. For instance, we believe that guests should be greeted as soon as they enter the facility, that player's services attendants should help guests with their golf bags when available to do so and f&b staff should give service with a smile. Making sure that guests have an Elite experience is important to us at every facility.

Training

Elite Golf has developed policies and procedures to keep our golf operations consistent from facility to facility. We will implement and train staff in our philosophy to create a customer service driven environment. Staff will smile, be friendly and courteous to patrons at Forest Lake which will drive new and repeat business to the facility. Staff will be trained in the Elite Golf philosophy with verbal, written and hands-on training methods. We like to utilize picture boards to capture the right way to set up things up and show staff the daily expectation. An example of our expectations can be seen in the picture boards below.

IRVING GOLF CLUB

Player's Services Checklist
Cart Staging

Cart Staging | Carts should be parked professionally and in an organized fashion

- Carts should be fully stocked when parked
- Carts should be parked in straight lines
- Leave enough space for staff and guests to walk between the carts

Main Staging Area





WHITE STONE GOLF CLUB

Player's Services Checklist
Cart Staging

Cart Staging | Carts should be parked professionally and in an organized fashion

- Carts should be fully stocked when parked
- Carts should be parked in straight lines
- Leave enough space for staff and guests to walk between the carts

Overview & Bag Drop





WHITE STONE GOLF CLUB

Player's Services Checklist
Practice Facilities

Driving Range

- **The driving range should be setup professionally and organized. It should be checked throughout the dav.**





Range Checklist

Opening Range

- Head out to the car storage area and verify all chairs were returned the night before and in working order. If chairs or missing or broken please notify GM.
- Load up chairs and den caddies into back of utility cart and drive down to the practice facility.
- If it is still dark, recommendation to park utility cart with lights on at an angle so you can see where you are setting the chairs and den caddies up.

Set Up & Throughout Day

- Walk range tee and pick up any trash or broken tees.
- If maintenance has not been by, dump trash cans.
- Set up range partitions 6 feet apart. (See attached photo)
- Place den caddies directly behind each partition. (See photo)
  Space rocking chairs out (See photo)
- Have restaurant fill water jug with ice and put in water container – Grab cups (Check on periodically)
- Check with starter to ensure there's enough practice balls in den caddies, if running low, make sure to pick range.
- Check for trash cans over filled.

End of Shift

- Pick up broken tees.
- Check water jug levels , make sure water is fresh and check cup inventory.
- Pick up den caddies, chairs and unused range balls and return them to cart storage area.
- Pick up water jug and cups. Wash out and wipe down water jug.
- Check on gas levels in utility cart. If gas level is getting low, leave note for morning team member.

IRVING GOLF CLUB

Player's Services Checklist
Practice Facilities

Practice Facilities | Practice Facilities should be setup professionally and in an organized fashion

Chipping Green

- **The chipping green should be regularly cleaned off so that golf balls are in the basket when not in use**
- **Make sure the chipping green is stocked with the following materials**
  - **2 shepherd hooks**
  - **1 shag bag hanging off each shepherd hook**
  - **1 basket of balls underneath the shag bag next to the shepherd hook**







Green Fee Management

We understand that we are in the business of selling time and a tee time that goes unused is a tee time that can never be sold. Elite Golf constantly watches the tee sheet to maximize on unsold times. We look hours, days, weeks and months in advance to track bookings and fill unsold times. We will utilize pricing methods, promotions and strategies geared towards filling every tee time we can. Watching and reviewing tee times so often is how we have been able to increase traffic amongst all facilities.

Elite Golf is constantly reviewing rates and strategies to drive revenue to the facility. We will review local competition to make sure that the facility is offering a competitive price for the products and services being delivered. We want residents of the community to see value in utilizing the facility and have the opportunity to enjoy the facility on a regular basis. Most importantly, pricing has to be based off the product and services offered. Customers will only pay what a product/service is worth, and this must be kept in mind when creating pricing strategy. This is why we believe in offering the best product we can and the most services we can so that the perceived value is more and allows us to increase pricing.

Dynamic Pricing Method

We believe that pricing has to be fluid throughout the year, month and day. It is common for our facilities to have a rate sheet with multiple rates throughout the year. We like to breakdown rates into several categories: seasons (different months), days (weekday vs weekend), time (different times throughout the day) and player types (the different categories for players). We will first determine the seasons of the facility, high points of business versus low points of business throughout the year. Some months the rates will be higher than others while some months may be lower based on business demands. We will next determine if the demand for the course is busier on the weekends versus the weekdays and adjust pricing accordingly. Then we will breakdown the day based on tee time demand and determine how many price breaks are needed to maximize the tee sheet. Where some providers may have 1 to 2 rates during the day such as a prime rate and a twilight rate, in some cases we have utilized up to 5 different rates throughout the day to maximize the tee sheet. In essence, we are using historical data, competitive analysis and supply and demand to determine the best way to price the course, our own dynamic pricing strategy.

At some properties we have also utilized our tee sheet vendors to provide dynamic pricing on the tee time level. In these situations, we create a pricing strategy that looks at time slots to determine utilization and price the tee times accordingly. For instance, if there are fewer players around the 8:30am slot, the price may be reduced slightly to increase bookings. As bookings increase around that time slot, the price will increase and can get to the point when it goes above the normal price when demand is high. We have found that this can be tricky in a market geared towards resident/community members who like consistency, but we have had success with it at some of our properties by utilizing this method for non-community members.

We also encourage our managers to watch the tee sheet and look for areas that need improvement. When they identify an area that needs improvement, we may look at the pricing and make adjustments during that time period or we will encourage a promotion. We have found that you can utilize promotions such as a green fee and a drink or green fee and lunch to maximize these slow periods.

Tournament Operations

Tournaments are a great way to build revenue and build community relationships. Elite Golf will work with the general manager to continue building the tournament business at Forest Lake. Tournament programs and leagues will be implemented to create fun and exciting activities for the community residents to take part in. Our general manager/director of golf will work with his golf staff to create monthly tournaments and weekly leagues. We will utilize various formats and games to keep things entertaining at the courses. The general manager will reach out to golf tournaments in the community and approach them about holding their events at Forest Lake.

Player's Services Operations

The player's services operation at an Elite golf facility is the front line to a successful operation. Player's services are responsible for providing guests a quality product with exceptional customer service. Player's services include bag drop attendants, golf car staff, starters and marshals, practice facilities staff and other staff members that serve a function in an outside role in the golf operation. The player's services staff will interact with a guest more than any other staff member on the property. Elite Golf believes that a solid player's services operation leads to a great guest experience.

Guest Services

We will strive to create an enjoyable experience for all guests the moment they arrive to the facility. Player's services staff create the first impression at the facility so making it correct is a vital component. Staff will greet customers and help them with golf bags from their vehicles. Guests are given directions around the facility and helped to the practice facilities or first tee. Starters and marshals assist players in getting their round started as well as checking on them during their round. As guests finish, the player's services staff assist guests with cleaning their clubs and helping them back to their vehicle. The player's services staff in most cases will be the last impression a guest has of the facility and making that impression count will bring guests back.

Practice Facilities

Elite Golf will make sure that the course's practice facilities are uniform and presented in a professional manner. Player's services are responsible for the opening, closing and daily operation of the practice facility. The player's services staff set up and restock the practice facilities throughout the day making sure that the practice facilities are clean, tidy and always presented professionally.



Golf Car Operations



Player's services attendants are responsible for the opening, closing and daily preparation of the golf cars. Elite Golf expects the golf cars to be maintained and set up professionally and uniform daily. The golf cars will remain clean, stocked and set up with the proper facility supplies.

Merchandising & Sales

Golf Shop Staff

Team members will help guests with merchandise questions and merchandise needs. If items are not available, team members will work with guests to obtain that item as a special order. We will work with our staff to make sure they are knowledgeable about our products and can communicate product knowledge to our guests.

Retail Management



Elite Golf will review and implement new strategies in the golf shop to increase merchandise sales while reducing costs. Monthly inventories will be conducted to ensure cost control while reducing loss and theft. Pricing will be reviewed to make sure that the best possible margin is being made on each item. We know the Forest Lake customer, as we work with the same customers at our other facilities. We are confident that through promotional activities, proper pricing and better buying, we can increase the merchandise and retail activity.

Vendors

Elite Golf works with the industry's best vendors to bring in the very best products for their guests. Elite Golf leverages its portfolio of courses to obtain the best pricing and terms with these top vendors. These savings ultimately lead to better margins and better profits for the facilities that Elite Golf manages. We stay on top of industry trends and bring in vendors that are selling and reduce product from vendors that are not selling.

Some of the vendors that you would find in an Elite Golf facility include:
Bad Birdie | Bridgestone | Callaway | Footjoy| Oakley | TravisMathew | Titleist | Taylormade | Nike

Promotion
Elite Golf professionals take great pride in promoting their merchandise and shop. The professional staff have become very creative in packaging items and creating new promotional events. From simple signage to YouTube videos, the Elite Golf professional staff has taken great strides to increase merchandise sales every year.

At Wildhorse Golf Club, the staff uses merchandise to entice golfers to play. By packaging sleeves of golf balls with a round of golf, they were able to fill unused tee times and move merchandise. The Wildhorse staff has also used promotions such as "Black Friday" and "Spring Cleaning Sales" to move new and stagnant merchandise from the shop.

Maintenance & Clubhouse Operations

Equipment
Elite Golf has budgeted to bring in all the necessary equipment to operate the golf course and golf cart operations at Forest Lake. We would utilize what is on property with the City's permission and supplement with new equipment to make sure that we can service the property in a first-class manor.

Golf Maintenance Equipment
Elite Golf believes in leasing pieces of equipment that are high use and turning them back in after the lease while purchasing equipment that has a higher lifespan. Typically mowers are leased while utility vehicles, sprayers, cultural practice equipment would be purchased. We have worked with Toro and John Deere in the past and have favorable relationships with both.

Golf Carts
Elite Golf has relationships with both ClubCar and EZGo. In past situations we have leased and purchased golf carts. As the current leases on golf carts expire, we would bring in new lithium golf carts and would lease or purchase depending on the budget needed at that time. We believe that the lithium golf carts are the best choice as they are lighter and provide less wear and tear on the golf course plus have advantages in electrical charging and fewer maintenance needs.

Maintenance
Elite Golf believes that preventative maintenance helps prevent major expenses. Golf carts and golf maintenance equipment will be kept up to manufacturer standards. We believe that the golf course mechanics position is one of the most important positions on property and will make sure to retain a good mechanic. We have used the TORO preventative maintenance software to record maintenance records and ensure that we are keeping up with general maintenance practices. We are also big on calling in the experts, manufacturers, when needed to make sure maintenance is being performed correctly and to help with repairs. Elite Golf utilizes pump/motor vendors to do preventative maintenance on the pump stations and wells. Repairs will be documented and kept up with regularly.

Facilities Maintenance

Elite Golf will evaluate the facility to determine what equipment and needs the facility has. We will prepare a yearly calendar in our Google Calendar to alert management of preventive maintenance items. If the City has preferred vendors, we are happy to work with them or we can create relationships with vendors to create routine maintenance agreements. Typical maintenance items we prepare for throughout the year include:

HVAC systems – minimum quarterly services
Fire Systems – quarterly & yearly inspections & services
Kitchen Hood – minimum quarterly
Kitchen Grease Trap – minimum quarterly
Kitchen Refrigeration Equipment – dependent on budget
Ice Machines – monthly and quarterly services
Pump Stations – yearly
Carpet & Floor Cleaning – quarterly to semi-annually
Touch up painting – as needed and dependent on budget
Beer lines and Soda lines – monthly to every other month
Dishwasher – quarterly

Transition Plan

Elite Golf understands that the transition between management of a facility can be trying for managers and staff. We have been through many transitions and work to make it easy on everyone involved. A smooth transition is important towards building trust among ownership, the employees and the community. We feel that incorporating Forest Lake into our company will be painless. Upon selection of management, we would begin immediately to ease in our business plan.

Transition Oversight

Oversight of the transition will be handled by the Elite Golf corporate team to include Lesley Bowman, CFO, Derrick Hunter, VP of Operations, Dustin Flatt, Director of Golf Operations and several key facility managers in our organization. Typically, when taking over a facility, our transition team plus a few of our professional staff from other facilities will come out to the facility to work with staff during the transition.

Transition Timeline

The transition timeline will be dependent on the finalization of a contract. We will be eager to begin working on the transition as soon as the City of Ocoee and the current manager are comfortable. We will begin speaking with current staff as soon as possible so that we can ease their minds and make determinations if any changes need to be made. Preferably this would take place well in advance of a start date, but we have been in situations where it happened on day one of the new contract. We would like to speak with each staff member to let them know our expectations, explore their abilities to determine where each team member would fit into the Elite Golf staffing plan.

Transition Items

Property audit

Elite Golf Team will inspect all aspects of the clubhouse, server, kitchen, cart storage, golf shop, restaurant to ensure everything is in working order. Elite Golf will prepare a list of any issues found and future capital items.

Asset list

Elite Golf will ask that the City provide an asset list and we will verify that all equipment is on property, including verification of serial numbers on each item. We will verify equipment is in working order and keep a log of any damage and will report it immediately.

Inventory

The Elite Golf team will verify all golf and food and beverage inventory. We perform inventory for both golf and food and beverage at the end of each calendar month. Inventories are required to be posted no later than the last day of each month.

Bank accounts

Elite Golf CFO, Lesley Bowman, will set up new accounts. Updating accounts may take 5-7 business days. In the interim we will find a solution to ensure money is being deposited daily.

Business licenses

Elite Golf will apply for any licenses that we need to conduct business and will switch over all accounting contacts to ensure that licenses are paid on time and are current.

Liquor license

Elite Golf will apply for a new license. Timeline for new license will depend on State of Florida.

Locks and safes

Elite Golf will have all locks and safe combinations changed upon taking over management of the facility.

Golf carts & equipment

Elite Golf will work with the City on existing lease contracts for carts and equipment. Elite Golf will utilize a mechanic to ensure all equipment is being maintained as scheduled per the manufacture. Prior to the lease term ending on carts and other equipment, Elite Golf will work to obtain proposals for new equipment needs.

Vendors

Elite Golf will work towards aligning course vendors under Elite Golf discount programs. Our buying power helps reduce costs from golf merchandise to food and beverage needs and course maintenance.

Point of sale

Timeline to install new point of sale software is two months, if needed. We will install a temporary solution while we work with our preferred vendor GolfNow on building it to launch. Our typical package includes:

- New computer workstations including registers
- IPAD solution for beverage cart
- Golf tee sheet software and point of sale
- New online booking engines
- Dynamic based pricing model
- New course website
- Food and beverage software
- Inventory and Retail Management
- Event module
- Membership module
- Email marketing

Food & Beverage

Elite Golf will review the restaurant and can rebrand the restaurant and create new food and beverage menus for the property. Menus will include;

- Signature food items
- New enhanced menu that will reduce Food Cost of Sales while improving bottom line
- New happy hour menus and pricing
- Golf Tournament, Banquet and catering menus
- To go menu
- Strategic partnerships with 3rd party vendors such as Groupon, Grubhub, Postmates, Uber Eats and Door Dash to promote delivery options.

Food & Beverage Equipment

Elite Golf will evaluate the following items and if necessary help obtain new product;

- Glass Ware
- Silverware and Plates
- Draft Beer Lines
- Secured Liquor Storage
- Non-Alcoholic Beverage Lines
- Chairs and Tables
- All kitchen equipment including fryers, hoods, heating and cooling equipment, storage (dry, refrigeration and freezer)

Social Media

Elite Golf will work with previous management and social media companies such as Facebook, Instagram and Twitter to gain access to accounts.

Email Marketing
Elite Golf will download existing customer data and add to our constant contact program to invite golfers to property through email campaigns. We will implement a policy to capture customer emails to add to lists for future programming.

Sales & Marketing
Elite Golf will work with preferred marketing vendor to create new marketing collateral for property. Marketing collateral will include;

- Golf cart signage
- New menus
- Bulletin board
- Event posters
- Event menus
- New Website
- New Logos (if needed)
- Yardage books and scorecards
- Customer experience quotes
- Create monthly newsletter

Google, Yelp, Golf Advisor
Elite Golf will submit requests to gain access to all online review accounts. It is standard operation procedure for member of management team to respond to all negative and positive reviews.

Team Member Orientation
Elite golf will send a team of Elite Golf PGA Golf Professionals and GCSAA Superintendents to train all team members upon taking over operations. We will have each employee go through an online hiring process which will include the following.

- Employee's handbook
- Company standards
- Uniform sign off
- Benefits if applicable
- Cash handling policy and procedures
- Policy and procedures.
- Expectations
- Standard operating procedures
- Quarterly facility reviews
- Maintenance standards

Course Amenities Audit
Elite Golf will access the condition of the following course amenities

- Tee Markers
- Yardage Markers
- Flag Sticks and Flags
- Practice facility amenities which include targets, turf grass, bag stands, range balls, baskets

- Trash Cans
- Bunker Rakes
- Bunker Sand
- Ball Washers

Golf Course Maintenance Standards

Elite GCSAA Superintendents will audit the following prior to re-opening:

- Mowing frequency
- Height of mow
- Green speed
- Practice facility turf grass condition
- Standard operating procedures

Executive Summary

Forest Lake Golf Club is a beautiful property and should be the highlight in the community. We want to see Forest Lake be the centerpiece of the City of Ocoee and a leader in the golf community of the Orlando metroplex. To do this, Forest Lake must be in great condition, be a leader in customer service and have offerings that patrons can't get at other facilities. We believe that Elite Golf can make this happen and have proven ourselves at our current facilities. We encourage you to speak with our references and you will find that we have made improvements to our facilities and to the bottom line.

Our vision for any facility is to provide the best product we can with great service and Forest Lake would be no different. Our goal at Forest Lake involves implementing some new standards to elevate the golfers' experience inside & outside the clubhouse and on the golf course. We want golfers to recognize Forest Lake as one of the premier golf courses in the area and as the friendliest and most accommodating business in the community. Golfers and patrons will arrive at a facility that is well kept and pleasing to the eye to create a good first impression. They will come out of the facility and be greeted by friendly staff that will assist them with their needs such as picking them up in the parking lot and helping guests with their golf bags. They will be offered fair and competitive pricing on goods and services. The golf course product will be maintained to a high level of standard with roadside holes looking their best so that community leaders see a good product as they drive by. Golfers and patrons will be offered a fun and entertaining experience at the facility to include custom golf events, merchandise promotions, good food and beverages. New non-golf activities can be offered to draw in the community such as live entertainment, arts and craft activities, food and beverage tastings. Golfers and patrons will leave having a good experience and wanting to come back to the facility.

Elite Golf will set standards and hold staff accountable to those standards. We will introduce new service pieces to make sure guests receive a higher service level when they come to the course. We will maximize the tee sheet to fill unused tee times by creating promotions to drive play. We will utilize the full services of the course from golf to food and beverage to make packages that drive rounds. We will utilize each department as a revenue source and marketing tool for the property. We will make sure that patrons can purchase quality merchandise and have access to the newest equipment. We will offer demo days and club events to encourage participation at the facility. We will introduce new food and beverage events to raise the revenue in the restaurant. We will bring some fresh ideas and revisit some old ones to

keep the facility moving forward. Forest Lake will be a premier golf facility that produces results for the City of Ocoee.

Golf Course Maintenance

Hours of Operation

Generally the agronomy team will arrive at the facility a minimum 2 hours before the first tee time so that they can get in front of play and prepare the golf course. Their starting time will vary throughout the year depending on daylight.

General Operations

Elite Golf will work with the City to make the transition of the golf course maintenance operation smooth. Golf course maintenance operations will report to the course superintendent at the facility. The superintendent will report to the general manager/director of golf and the Elite Golf executive management team.

Daily Operations

Changes in maintenance practices will be implemented immediately to match the Elite Golf standards and specifications. Elite golf believes that the most important asset at the facility is the golf course, after all the customers come to play golf the rest is just a bonus. We understand the commitment the City has made in the facility and every day Elite Golf will work towards maintaining and improving the day-to-day condition of the facility. We know that every step we take forward on the golf course equates to more customers on the course.

Elite Golf's first priorities will be to get the maintenance crew on a regular routine for mowing and daily maintenance. By the end of the first month, we will have identified areas of concern and start working on strategies for improvement. By the end of the first 3 months, we will have put new agronomic plans in place to improve the overall turf conditions. We will also be working towards completing projects identified on our Need To Do list and working towards getting to projects on the Want To Do list.

Golf Course Maintenance

Keith Flatt and Elite Golf have maintained numerous facilities and are very familiar with optimal practices in maintenance. Keith has created a set of standards for course maintenance and knows that his standards produce results and keep customers coming back to the facility.

Golf course maintenance all starts at the top and finding the right superintendent for the job is of paramount importance. Our superintendent will be a working superintendent who lives and breathes the facility. We expect our superintendent to be on the property as much as possible watching every detail of the property. The superintendent will work within Keith and Elite Golf's guidelines to provide a superb product for the facility.

The Elite Golf Standards

The quality of golf course maintenance is of extreme importance for the success of a golf facility. Elite Golf has developed general maintenance guidelines that each superintendent uses to create the Elite Golf

product. The guidelines represent a perfect situation that we would love to obtain, but may be modified based on budget restraints. These specifications ensure that Elite Golf facilities have a consistent presentation.

Elite Golf MANAGEMENT

Golf Maintenance Minimum Standards

GREENS	Peak Season	Shoulder Season	Peak Season	Shoulder Season	Shoulder Season
Species/Variety	Bentgrass/POA	Bentgrass/POA	Bermudagrass	Non-Overseed	Overseed
Cutting Height	.100 -.120	.115 -.120	.100 -.120	.115 - .125	.115 -.125
Target Speed	10 or faster	10 or faster	10 or faster	10 or faster	10 or faster
Mowing Frequency	6 days/week	4 days/week	7 days/week	4 days/week	6 days/week
Cleanup Frequency	3 days/week	3 days/week	3 days/week	1 day/week	2 days/week
Roll Frequency	1 day/week	2 days/week	4 days/week	3 days/week	3 days/week
Verticut Frequency	Every 2 weeks	Monthly	Weekly	N/A	N/A
Topdress Frequency	Every 2 weeks	Monthly	Weekly	Monthly	Monthly
Irrigation Head Trim Freq	Monthly	Monthly	Monthly	Monthly	Monthly
Aerification Frequency	2x/year	Needle tine as need	2x/year	Needle tine as need	Needle tine as need

Tees/Collars/Approach	Peak Season	Shoulder Season	Peak Season	Shoulder Season	Shoulder Season
Species/Variety	Ryegrass/POA	Ryegrass/POA	Bermudagrass	Non-Overseed	Overseed
Cutting Height	.375 to .50	.375 to .50	.375 to .50	.375 to .50	.375 to .50
Mowing Frequency	3x/week always Fri.	3x/week always Fri.	3x/week always Fri.	3x/week always Fri.	3x/week always Fri.
Verticut Frequency	N/A	N/A	Every 2 weeks	N/A	N/A
Divot Repair Frequency	3 days/week	3 days/week	3 days/week	3 days/week	3 days/week
Irrigation Head Trim Freq	Monthly	Monthly	Monthly	Monthly	Monthly
Aerification Frequency	1x/year	N/A	2x/year	N/A	N/A

Fairways/Range tee	Peak Season	Shoulder Season	Peak Season	Shoulder Season	Shoulder Season
Species/Variety	Ryegrass/POA	Ryegrass/POA	Bermudagrass	Non-Overseed	Overseed
Cutting Height	.375 to .50	.375 to .50	.375 to .50	.375 to .50	.375 to .50
Mowing Frequency	6x/week always Fri.*	6x/week always Fri.*	6x/week always Fri.*	6x/week always Fri.*	6x/week always Fri.*
Verticut Frequency	N/A	N/A	4x/year	N/A	N/A
Irrigation Head Trim Freq	Monthly	Monthly	Monthly	Monthly	Monthly
Aerification Frequency	1x/year	N/A	2x/year	N/A	N/A
*Someone should always be on a fairway mower. Mow as many holes and continue the next day if not able to mow all 18 in one day					

Rough	Peak Season	Shoulder Season	Peak Season	Shoulder Season	Shoulder Season
Species/Variety	Ryegrass/POA	Ryegrass/POA	Bermudagrass	Non-Overseed	Overseed
Cutting Height	1" to 1.5"	1" to 1.5"	1" to 1.5"	1" to 1.5"	1" to 1.5"
Mowing Frequency	5 days/week	5 days/week	5 days/week	5 days/week	5 days/week
Aerification Frequency	1x/year	N/A	1x/year	N/A	N/A

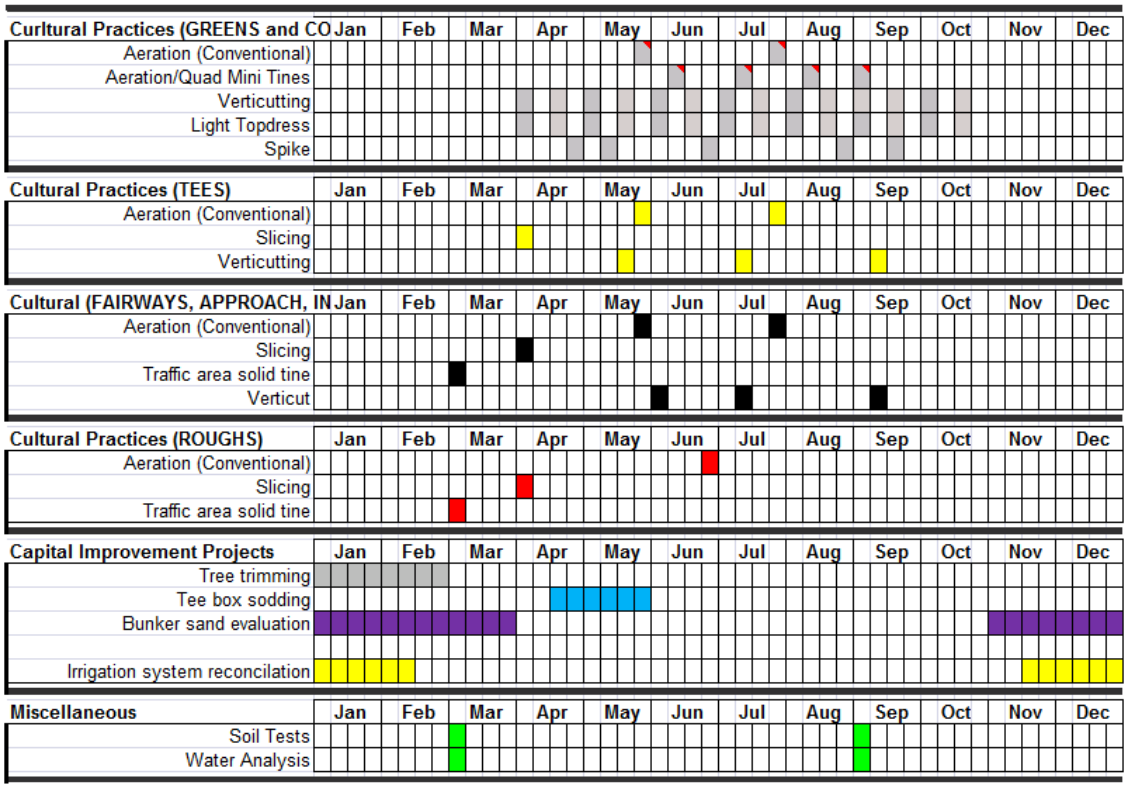
Setup	Peak Season	Shoulder Season	Bunkers	Peak Season	Shoulder Season
Cup Cutting	7 days/week	7 days/week	Machine Raking	7 days/week	7 days/week
Tee Setup	7 days/week	7 days/week	Edge Raking	3 days/week	3 days/week
Empty Trash	7 days/week	7 days/week			
Ball Washers	7 days/week	7 days/week			

Detail Projects	Peak Season	Shoulder Season	Peak Season	Shoulder Season	Shoulder Season
Species/Variety	Ryegrass/POA	Ryegrass/POA	Bermudagrass	Non-Overseed	Overseed
Edge Bunkers	Monthly	Monthly	Monthly	Monthly	Monthly
Edge Cart Paths	Monthly	Monthly	Monthly	Monthly	Monthly
Tree Weed eating	Monthly	Monthly	Monthly	Monthly	Monthly

Agronomic Plan

The following represents what a basic agronomic plan for a course like Forest Lake might look like. This plan includes all practices we believe are needed to maintain the course to the expectation level that Elite Golf would expect. The plan identifies the cultural practice, fertilization type or chemical application along with the frequency and timing of those practices. We would evaluate the course and fine tune a plan for Forest Lake once onsite and able to examine the property and needs in more detail.

Cultural Practices Schedule



Aerification

Greens - Aerify in April/May as golf tournaments schedule allows. In addition, where appropriate, aerify in August/September. Aerification will be with a hollow tine, 0.5 inch diameter hole, pulling a plug. 25% of turf on the green should be removed throughout the year. In addition to the above schedule a June, July, and August aerification using a solid tine "needle" tine to correct algae buildup and water quality issues on greens.

- Tees & Collars - Whenever possible making 0.5 to 3/4 inch diameter holes and pulling a plug at least once if not twice per year.
- Fairways - Whenever possible making 0.5 to 3/4 inch diameter holes and pulling a plug at least once if not twice per year.
- Roughs - Whenever possible making 0.5 to 3/4 inch diameter holes and pulling a plug at least once if not twice per year.

Greens Topdressing

After each aerification apply sufficient topdressing to completely fill the aerification holes. Light frequent topdressing applications should be scheduled at minimum in 30 day intervals during the months of April, May, June, July, August, September, October, and November and in the other months as weather allows.

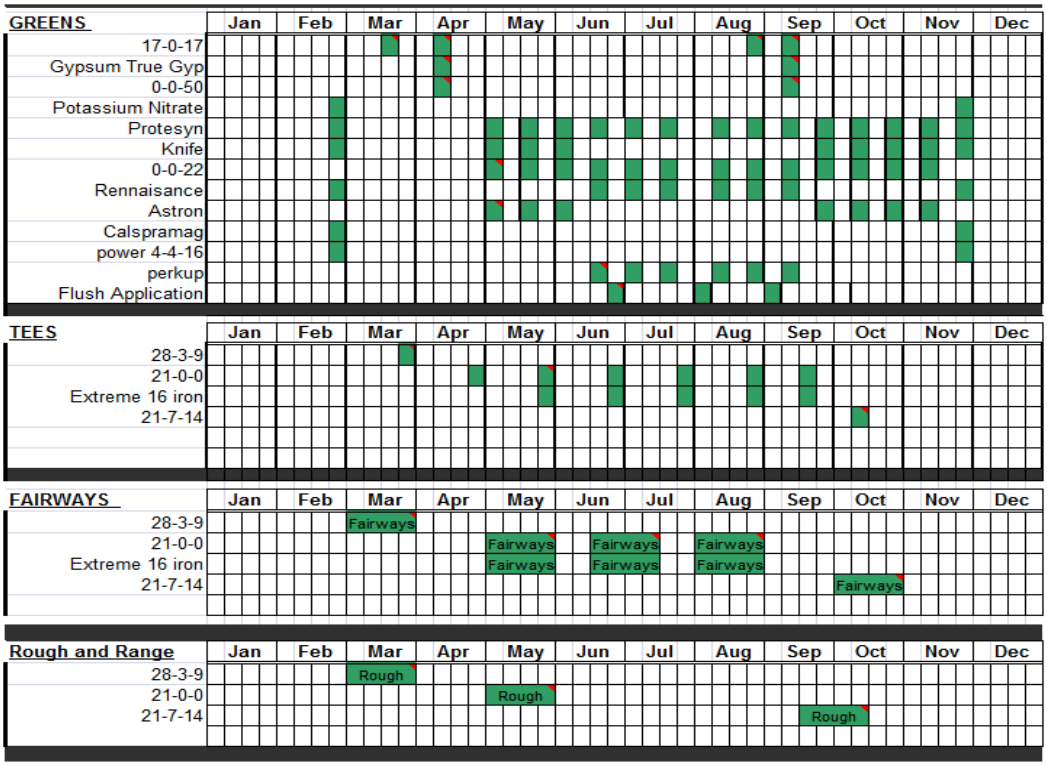
Verticut / Surface Brushing Dates

Lightly groom, brush or verticut during the months of April – October (depth of 0.1 inch). Raise height during periods of heat and stress.

Greens Spiking

Whenever possible during the months of May June, July, August and September. Spike length should be 1 – 4 inches deep.

Fertility Program



Greens

Light frequent (7 - 14 day intervals) during March – November. (For each application apply soluble nitrogen applied every seven - 14 days at 0.1 – 0.2 pound / 1,000 square feet). Total Nitrogen applied will be determined based on soil and plant testing to determine optimum plant and soil needs. Applications will be made by "spoon feeding" in small doses – not to exceed .3 pounds of N per application, except during aeration periods where recovery is required rapidly.

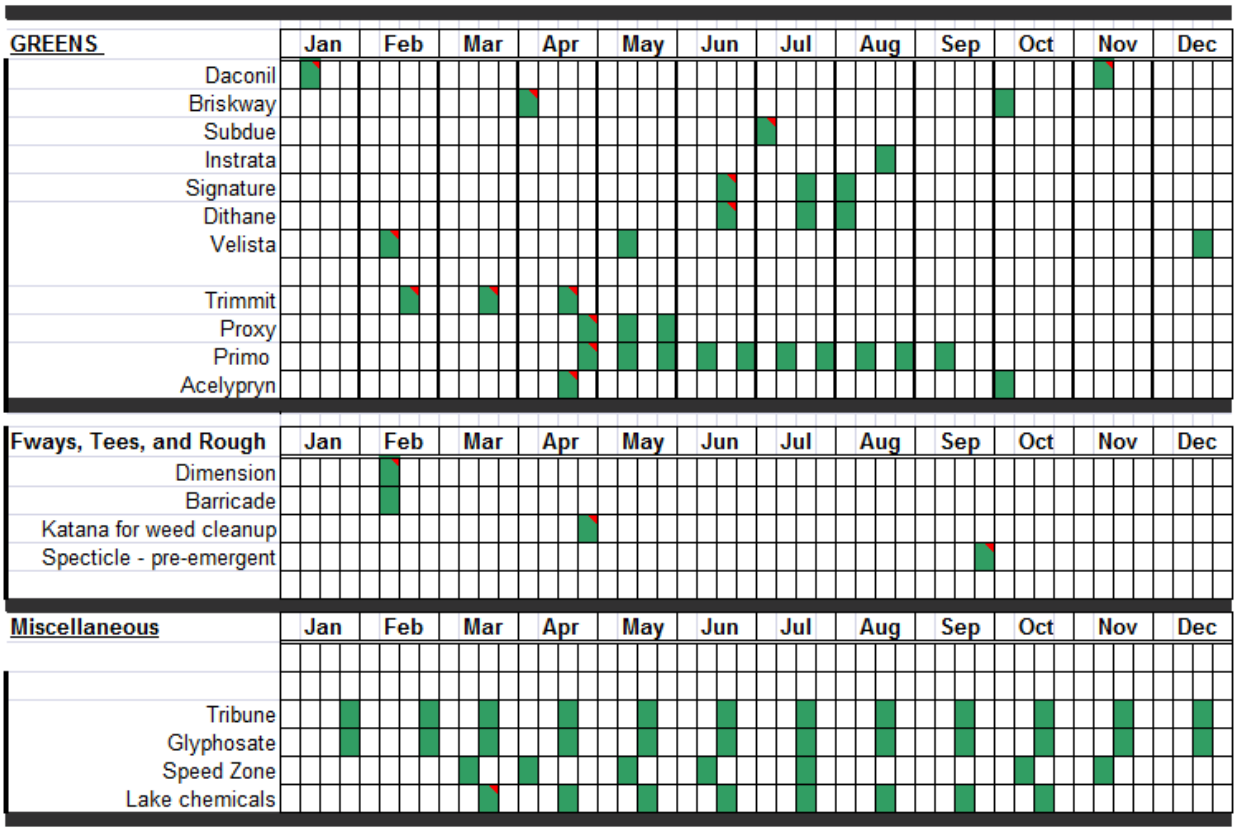
Tees

As needed. Recommended to apply 4 to 5 pounds of nitrogen per year with proper needs determined by soil testing and turf types.

Fairways and Roughs

As needed. Recommended to apply 4 to 5 pounds of nitrogen per year with proper needs determined by soil testing and turf types.

Chemical Application Program



Pesticides

All Pesticides are to be applied as necessary to control pests on greens, tees, and fairways. Each superintendent will develop a general fungicide use program to reach this goal and to protect the primary playing areas from other diseases that may reduce the overall playing quality of the course. Focus should be put on preventative maintenance instead of reacting when there is a problem, through use of the Elite Golf IPM program. Water used for pesticide spraying will be monitored for pH and adjusted to a buffered pH in the range of 6.0 to 6.5 prior to application of each pesticide selected for use. All pesticides to be used by a superintendent will be identified, budgeted for, and reviewed by the General Manager and the Elite Golf Corporate Team, with approval by the property owner.

Weed Control

Herbicides will be applied as deemed necessary at the discretion of the superintendent. Elite Golf Management maintains a no weed policy on all golf course playing areas including primary roughs, mown secondary roughs and all clubhouse areas. For Poa annua control, all collars and approaches to greens that become infested with Poa will be sprayed in the fall months and Bermuda encouraged.

Golf Course Maintenance Guidelines Example

Mowing (during the growing season)

- Greens to be cut daily at a height of cut between .100 – 140 of an inch for healthy greens. Greens must be mowed on weekends.
- Tees to be cut at minimum 3 days per week at a height of cut of approximately 3/8 to 5/8 inch depending on season. The tees should be mowed every Friday to be prepared for the weekend.
- Fairways to be cut ideally 5 days per week at a height of cut of approximately 3/8 to 5/8 inch, also depending on season. The fairways should be mowed every Friday to be prepared for the weekend.
- Roughs (in play) to be cut a minimum of weekly at a height of cut of approximately 1 to 2 inches.

The goal for daily putting green speed should be targeted to be in the range of ten feet (10') and will be monitored by use of a stimpmeter. For club tournament events i.e. member guest, member member, club championship, state golf association sponsored events, and similar tournaments, putting green speed should be in the range of ten to eleven feet (10' to 12').

Cup Changing Frequency

Cups should be changed every day during the regular season. In off peak seasons, cups should be changed at minimum every other day. Practice facilities should be changed a minimum once per week. Scalped cups, raised cups, and excessive sand or soil debris left in and around a newly changed cup on a putting green are not acceptable and must be corrected immediately.

Soil Testing

Scheduled for a representative sample of greens, tees, fairways, and roughs will be twice per year with once in the fall months and once in the early spring. Irrigation water (and water used for pesticide applications) will also be tested from the source, as well as a point on the golf course. All testing will be done through certified laboratories.

Sand Bunkers

Sand bunkers will be monitored for depth and quality of sand and presence of excessive stones. It is recommended that bunker sand have a packed depth of approximately 4 - 6 inches for bunker bottoms and 1 - 3 on bunker faces. Excessive sand (i.e., 4 – 6 inches) is not acceptable and must be addressed ASAP by adjusting the depth of sand and or packing the sand. The superintendent will budget and plan for a yearly bunker review and has the responsibility to maintain the desired quality and quantity of sand in bunkers.

Native and Natural Areas

These areas will be monitored for removal of weedy trees, shrubs, and weeds. Timely attempts will be undertaken to maintain aesthetically appealing native and natural areas.

Restrooms

Restrooms at the golf course maintenance building and on the golf course shall be maintained daily to provide clean and sanitary facilities.

Irrigation System

System maintenance, repair, expansion, and renovation are the responsibility of the golf course superintendent. Each year the golf course superintendent will completely review the state of the irrigation system and make recommendations for expenditures in the yearly budget proposal for the upcoming year. Broken irrigation heads or pipes that weep or leak must be fixed ASAP (within a few days). It is unacceptable to observe a continuing water issue on any part or location of the golf course when the cause is a broken or malfunctioning irrigation component. It is the golf course superintendent's responsibility to maximize the efficiency of the irrigation system and its use through the use of moisture meters and daily adjustments to the system.

Tee Marker Replacement and Rotation

Tee markers for daily play will be spaced apart five to seven paces (5-7 yards) and located a minimum of three to five paces (3-5 yards / meters) from the previous days play. Each superintendent will develop a tee rotation schedule that will include use of the maximum tee space available. The tee rotation plan will include some use of forward and back tee locations to provide diversity of play and allow for spacing out daily play to aid with turf recovery. Divots on tees will be filled with an approved soil mix. Additionally, we recommend that all golf carts have bottle holders designed for use as soil/seed containers for use by golfers to fill their own divots.

Clubhouse Surrounds

The clubhouse will be serviced weekly and more often based on weather and debris. Grass should be mowed within the regular course mowing schedule. The parking lot should be blown and swept at minimum once a week and more often as debris accumulates. Landscaping will be trimmed throughout the month to keep from overgrowth. Entry ways and trash will be checked daily by golf maintenance staff and clubhouse staff to keep clean for patrons. Flowers and landscaping will be changed out based on budget.

Merchandise Plan

Retail Management

Elite Golf has run dozens of profitable golf shops. Several of our golf shops have received Merchandise of the Year awards from local sections of the PGA of America. We believe that a good looking stocked golf shop enhances the golfer's experience.


Irving Golf Club

Vendors

Elite Golf works with the industry's best vendors to bring in the very best products for their guests. Elite Golf leverages its portfolio of courses to obtain the best pricing and terms with these top vendors. These savings ultimately lead to better margins and better profits for the facilities that Elite Golf manages. We stay on top of industry trends and bring in vendors that are selling and reduce product from vendors that are not selling.

Ordering Process

We work with our onsite team to determine the best inventory level for the golf shop. Once the inventory level is determined, our team works with trusted vendors to stock the best offerings season to season.

The staff will work directly with local representatives as well as the manufacturers directly to place orders. The staff keeps their budget in mind when ordering as well as trends in sales. If they need to adjust sizes or cancel orders all together, they work with their reps to do so.

Receiving Process

When merchandise arrives, the golf shop staff is responsible for getting the merchandise received and onto the floor as soon as possible. This not only makes it available for purchase sooner, but also ensures that invoices are getting processed and sent to our corporate office for payment as soon as possible. Merchandise will be received into the POS system in a timely manner and checked against the order and invoice.

Invoices

After receiving the merchandise, the golf shop staff will code their invoice, print out a receiving report that matches the invoice and turn into the GM/DOG for approval. The GM/DOG will check the invoice against the receiving records as an audit check and then send the invoice in to accounting to be paid. Accounting will once again check the receiving records against the invoice to make sure that all items are accounted for. Accounting will then put the invoice into the payables to be paid.

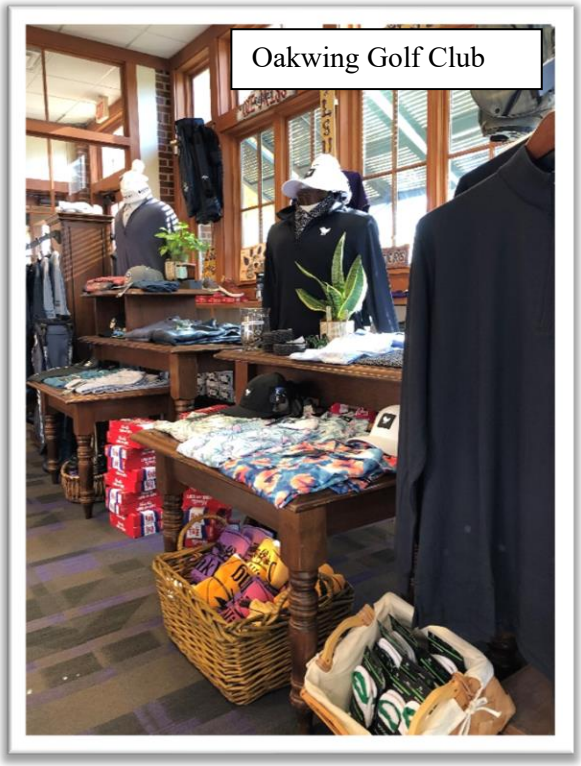
Inventory Procedures

Once the merchandise is received and on the floor, we want to make sure it is properly accounted for. Inventory control is a very important piece to merchandise management. Elite Golf facilities conduct inventories on a monthly basis. Spot checks are made by the corporate team to verify quantities. We have found that having two people conduct inventories at the same time leads to better controls and less shrinkage.

The Five P's of Merchandising

Product

Not every facility is the same nor should the merchandise product for every facility be the same. Elite golf evaluates the customer base and determines the right product mix for the facility. Some facilities may be more hard good driven versus soft goods and some may be geared for higher cost merchandise than others. Elite Golf facilities carry a wide range of products from accessories to golf clubs. Each shop has its own identity relative to the customers that drive the business. Determining the right product mix is the first step to developing a proper merchandise strategy.



Oakwing Golf Club

Just as choosing the product is important so is how much to bring in. Elite Golf evaluates the shop size, customer base and retail goals to comprise an average inventory level. We strive to keep the inventory level at a consistent place that meets the facility's needs. Levels will fluctuate through the seasons and as demand changes.

Placement

Once a facility has the correct product mix, it is time to make sure that it is displayed properly. Product is displayed in the shop in a clean and unique manner to draw customers in for a look. Displays are changed regularly to make sure that product is rotated through the golf shop to ensure visibility. We encourage our professional team to look through magazines, visit other shops and experiment with displays to continually keep things fresh for our customers.

Price

Pricing becomes easy once the customer base is evaluated and the product is chosen. Elite Golf understands that a customer paying a lower green fee is not going to purchase a hundred dollar shirt and vice versa. Elite Golf has developed a pricing strategy based on the cost of the item and the target profit margin. Elite Golf also takes into account competitors' pricing and market trends. Ultimately the price is subject to who is going to make the purchase, so knowing the customer and purchasing products to meet that customer's demands are going to take care of the pricing strategy.

Promotion

The staff will use signage and promotions to move inventory. Making sure that customers know about the product is key so utilizing signage in the golf shop and around the facility is key to getting product placement in front of our guests. The team will also use sales promotions to increase inventory turnover.

People

Elite Golf is constantly evaluating the guests and their needs at each facility. Determining the customer demographic helps the professional staff in their purchasing decisions. From gender to age to average income, knowing who utilizes the facility is the first step towards success.


Wildhorse Golf Club

As important as the guest or customer is, the sales staff is equally a factor in the merchandising process. Elite golf takes pride in knowing that our staff are friendly and are willing to get out from behind the counter and help a guest with a purchase. From finding a size or relaying important product information, an Elite Golf professional staff member will help a guest with their purchase needs.

Inventory Mix

We believe that having a sharp-looking golf shop with fresh merchandise is a part of providing a good product and one of the keys to success. We would plan to carry a minimum of $60,000 in merchandise and adjust up and down through the seasons. Below is an estimated inventory product mix at an average of $75,000 in merchandise along with a listing of typical vendors we would carry in each category.

Inventory Mix			
Golf Gloves	$	2,250.00	3.0%
Footwear	$	9,000.00	12.0%
Golf Balls	$	16,500.00	22.0%
Golf Clubs	$	12,000.00	16.0%
Bags	$	3,750.00	5.0%
Accessories	$	7,500.00	10.0%
Men's Apparel	$	11,250.00	15.0%
Women's Apparel	$	3,750.00	5.0%
Headwear	$	9,000.00	12.0%
Total Inventory	**$**	**75,000.00**	**100.0%**

Vendors

Golf Gloves:	Titleist, Footjoy, Callaway, Srixon
Footwear:	Footjoy, Nike, Adidas, Under Armour
Golf Balls:	Titleist, Callaway, TaylorMade, Srixon
Golf Clubs:	Titleist, Callaway, TaylorMade, Srixon
Bags:	Titleist, Callaway, TaylorMade

Men's Apparel:	Footjoy, Nike, Adidas, Johnny O, Black Clover, Under Armour, Travis Mathew Bad Birdie, Swannies, Antigua
Women's Apparel:	Footjoy, Nike, Adidas, Under Armour, Travis Mathew, Bad Birdie
Headwear:	Black Clover, Pukka, Callaway, Nike, Adidas

Community Engagement Plan

Public Outreach Program

The goal of Elite Golf Management's public outreach program will be to engage the community through various avenues of dialogue to strengthen the bond between Forest Lake Golf Club, their guests, and the community. Elite Golf will strive to improve education, and to increase engagement and feedback. We will do this in a number of ways:

- E-mail marketing campaigns to ensure guests are aware of current events around the club.
- Social media presence to make guests aware of real-time conditions and to engage with guests in an open forum.
- Through our website in which guests will be able to know key personnel and contact them directly.
- Through an on-site open door policy in which the General Manager or other key personnel are always available to address a guests needs or concerns.
- Through leagues, club tournaments and social events to create fun exciting opportunities at the club for guests to get involved.
- Unique club events that will drive participation at the facility in golf and food and beverage.
- Being active in community programs such as the Chamber of Commerce and other community leader groups.

Personnel to be involved in Public Outreach

Many of the staff members at Forest Lake will be involved in our public outreach program. All managers will be expected to engage with guests on a daily basis. Not only to address any concerns, but also to further educate guests on what is happening at the club and how we are working to improve the facility.

- The General Manager and golf professionals will be responsible for e-mail campaigns and social media posts that inform the guests of current events at the club and to address any needs or complaints of guests.
- The Food and Beverage Manager will be responsible for ensuring guests' expectations are being exceeding by seeking out feedback from guests on a daily basis.
- The Golf Course Superintendent will be responsible for providing social media updates on course conditions. It will also be important that the superintendent engage with guests to educate them on what is being done to improve course conditions.
- Corporate staff will work with on-site management to create media and advertising for internal and external use.

Customer Relations

A team of Elite Golf Professionals will be on site to answer any customer concerns regarding upcoming changes which may include a new management team. Elite Golf will work towards providing guests with a great customer experience. This can be done at little to no expense. Guests will be:

- Greeted and assisted the moment they arrive on property.
- Guests golf bags should be loaded onto carts by player's services staff.

- Guests will be given directions around the property, including how to find the golf shop, clubhouse, restaurant, restrooms and practice facility.
- Upon check in guests will be given directions on how to find their carts, how to access the practice facility and food specials.
- Guest services will communicate upcoming golf or food and beverage specials.

Under New Management

Elite Golf will create a plan to market and advertise the course under new management. We will be on site to welcome the community to the property and we will answer questions and promote the following initiatives:

- Customer loyalty programs or annual plans
- Practice facility plans
- Junior Golf Programs
- Elite Sister Property Rates (Arizona, California, Nevada & Texas)
- Upcoming changes to rate (if applicable)
- Dynamic based pricing, what it is and how you save more by booking in advance
- New food and beverage menus, including happy hour and drink menus
- Golf Vendor partnerships that will price match big box retail stores
- Demo days
- Food and Beverage Open House
- Upcoming creative golf events
- Upcoming monthly banquets featuring live local music

Environmental Practices

Elite Golf is very aware of the environment and as such environmentally friendly practices are put into place as often as possible. Superintendents regularly sample the soil to determine damaging threshold levels from infestations of insects, turf diseases, weeds and other nuisances to the course. Pesticides are regulated and only used as needed. Fertilizer applications are only applied at appropriate times when turf will take up the nutrients avoiding as much runoff as possible. Elite Golf has licensed chemical applicators at each property. Generally, the golf course superintendent is a licensed applicator and makes sure that all applications meet the proper usage and amounts. Elite Golf conforms to state and municipal regulations to keep with an environmentally safe practice.

Waste will be stored per local, state and federal guidelines to limit the chance for exposure and leaks. Containers will be labeled and stored as instructed. We have used sand interceptors and wash racks to catch oil, gasoline and lubricants when washing equipment. We have utilized parts washing machines in the past to eliminate waste going in the drains. Used oil and filters will be stored per code and spills cleaned up appropriately.

Elite Golf has tried to adapt and change to help with sustainable practices. Examples include switching out light fixtures to LED, implementing recycling practices and avoiding single use containers when possible. In Las Vegas, to reduce water on the course, we have undergone several turf reduction renovations which has reduced our water footprint significantly throughout the year. We will continue to look for ways to reduce the environmental impact at Forest Lake Golf Club.

Risk Management

Elite Golf recognizes the importance of risk management. Compliance, transparency and safety are staples of our daily operations. We have very close relationships with our insurance brokers at Cragin & Pike and work diligently to provide comprehensive coverage for all of our partners. Our managers and staff members meet regularly to determine areas of concern, make certain that we meet all local, state and federal mandates ensuring that we are doing everything possible to minimize exposure. Cragin & Pike employes former OSHA inspectors to provide insight and guidance for safety and compliance.

When an incident occurs on property, we have clear and concise protocols for action to document all relevant information to ensure that all parties are protected. We understand that things happen. We also understand that the first steps after an incident are often the most important to protect everyone. Contacting the right parties in the right order is paramount. Whether a supervisor, course owner or first responder, we must have every faith that our team acts appropriately and with the right guidance. We regularly train all management and supervisory staff on the proper procedures during emergencies or events that require attention.

Below is an example of our policies and procedures for an extraordinary event:

- Through adhering to company policies and ensuring a safe work environment, incidents will be minimal. There will be events when injuries or accidents occur. Please make certain to fill out the Incident Report in full and be accompanied by supporting documentation. Incident Reports must be filled out following any extraordinary incident. In the event of any uncertainty, please fill out the Incident Report. If an injury is serious, always call 911 immediately. If the event is minor, please inform your manager and prepare to fill out the necessary paperwork. Incident Reports are located in the Administration Office on top of the tan cabinet in a file folder that is clearly marked.

- If the event involves a guest and resulted in injury, it is always recommended that we call 911. Please allow the guest the opportunity to refuse treatment if desired. If the incident is serious, immediately call 911 whether it involves employees or guest. First Aid kits are located throughout the clubhouse and please make sure that you know where the nearest First Aid kit is always located. Please provide the guest with what is needed to treat the injury if the injury is minor.

- Generally, any theft requires police attention. Always ask the Guest if they wish for the police to be called so that a report can be filled out.

- If it is a break-in to their vehicle the guest is responsible for calling the police and we will provide any additional information or assistance that we can to the proper authorities.

- If it is an altercation between guests, immediately notify your manager and if warranted, call the police to diffuse the situation. These are not situations that occur frequently, but it is important to know how to respond if they do arise.

Performance Metrics & Reporting

Budget Performance

Elite Golf uses an operational budget at all of our facilities to track performance. The Elite Golf Corporate team works with onsite management to develop a comprehensive facility budget. The budget is then loaded into our QuickBooks financial system so that we can track actual to budget. Our general manager can review the financials daily to track progress and make adjustments as needed. We also encourage our general manger to meet with his department heads throughout the month to track their progress. Our corporate staff review the financials throughout the month and work with the general manager to make changes as required. Our focus is the bottom line, and we know that there are many ways to get to the bottom line and that is why it is important to continually review financial progress.

Financial Performance

Our accounting team is constantly inputting data into our financial system and reviewing as they go. As questions come up, they are addressed to the general manager and or department heads. Financials are distributed at a minimum by the 15th of the next month and reviewed with our general manager so that issues can be addressed to keep on track.

Daily Revenue Report

Elite Golf has implemented a daily revenue report that our general managers fill out. This report is a summary of the daily business that takes place at the facility and is compared to the budget for the month. The general manager also provides some key bullet points about the operation for the week to include updates on golf operations, food and beverage and golf maintenance. The key performance metrics in the daily revenue report include:

- Rounds of golf broken down by members and public.
- Total golf revenue with the dollar per round in golf revenue.
- Total food and beverage revenue with the dollar per round in food and beverage revenue.
- Total revenue for the day with the dollar per player in total revenue.
- The occupancy rate for the day.
- The RevPar for the day (revenue per available round)
- A weather report which track the high and low temperature, rain fall and wind speed.

Month	February 2025															
Daily Revenue Report													**Weather Report**			
Monthly Goal	**Paid Rounds**	**Pass Rounds**	**Total Rounds**	**Total Golf Revenue**	**$/Player**	**Total F&B Revenue**	**$/Player**	**Total Revenue**	**$/Player**	**Occupancy**	**RevPar**		**Historical Averages**			
Budget	3,975	1,015	4,990	$277,856.00	$ 55.68	$ 64,746.00	$ 12.98	$342,602.00	$ 68.66	**73.8%**	**$ 37.43**		**Temp Hi**	**Temp Low**	**Max Wind**	**Rain**
Daily Goal	142	36	178	$ 9,923.00	$ 55.75	$ 2,312.00	$ 12.99	$ 12,236.00	$ 68.74				70.0	43.0	6.9	1.00
* Red cells represent figures less than the daily goal. Green numbers represent figures that are 10% over the daily goal																
Monthly Goal	**Paid Rounds**	**Pass Rounds**	**Total Rounds**	**Total Golf Revenue**	**$/Player**	**Total F&B Revenue**	**$/Player**	**Total Revenue**	**$/Player**	**Occupancy**	**RevPar**		**Temp Hi**	**Temp Low**	**Max Wind**	**Rain**
2/1 Saturday	135	46	181	$ 11,015.15	$ 60.86	$ 3,485.05	$ 19.25	$ 14,500.20	$ 80.11	68.8%	$ 35.41		72	39	6	0.00
2/2 Sunday	144	57	201	$ 10,259.35	$ 51.04	$ 2,309.22	$ 11.49	$ 12,568.57	$ 62.53	71.8%	$ 32.88		79	44	5	0.00
2/3 Monday	124	63	187	$ 9,957.00	$ 53.25	$ 2,634.72	$ 14.09	$ 12,591.72	$ 67.34	67.5%	$ 32.72		82	46	6	0.00
2/4 Tuesday	102	63	165	$ 7,558.14	$ 45.81	$ 2,249.27	$ 13.63	$ 9,807.41	$ 59.44	66.3%	$ 28.71		84	52	8	0.00
2/5 Wednesday	159	61	220	$ 11,252.86	$ 51.15	$ 3,110.71	$ 14.14	$ 14,363.57	$ 65.29	78.9%	$ 37.54		79	48	7	0.00
2/6 Thursday	97	75	172	$ 8,535.85	$ 49.63	$ 3,599.39	$ 20.93	$ 12,135.24	$ 70.55	74.8%	$ 34.08		77	46	7	0.00
2/7 Friday	124	75	199	$ 6,946.20	$ 34.91	$ 3,399.29	$ 17.08	$ 10,345.49	$ 51.99	71.1%	$ 34.18		75	48	6	0.00
2/8 Saturday	147	53	200	$ 11,675.61	$ 58.38	$ 4,904.14	$ 24.52	$ 16,579.75	$ 82.90	71.4%	$ 38.46		75	50	6	0.00
2/9 Sunday	111	43	154	$ 8,379.73	$ 54.41	$ 2,167.80	$ 14.08	$ 10,547.53	$ 68.49	54.8%	$ 27.25		73	50	6	0.00
2/10 Monday	145	69	214	$ 10,368.68	$ 48.45	$ 2,044.14	$ 9.55	$ 12,412.82	$ 58.00	77.3%	$ 34.81		75	50	5	0.00
2/11 Tuesday	82	57	139	$ 6,059.03	$ 43.59	$ 1,715.41	$ 12.34	$ 7,774.44	$ 55.93	57.4%	$ 23.54		68	49	11	0.00
2/12 Wednesday	131	62	193	$ 10,736.59	$ 55.63	$ 2,028.91	$ 10.51	$ 12,765.50	$ 66.14	69.7%	$ 35.41		62	47	7	0.00
2/13 Thursday	101	63	164	$ 7,983.68	$ 48.68	$ 1,808.24	$ 11.03	$ 9,791.92	$ 59.71	62.6%	$ 28.72		70	43	5	0.00
2/14 Friday	95	67	162	$ 7,512.31	$ 46.37	$ 4,342.75	$ 26.81	$ 11,855.06	$ 73.18	58.3%	$ 24.79		72	45	9	0.00
2/15 Saturday	130	50	180	$ 8,500.10	$ 47.22	$ 3,364.16	$ 18.69	$ 11,864.26	$ 65.91	63.2%	$ 33.91		68	43	4	0.00
2/16 Sunday	154	51	205	$ 11,388.45	$ 55.55	$ 2,247.80	$ 10.96	$ 13,636.25	$ 66.52	72.7%	$ 37.36		73	45	5	0.00
2/17 Monday	150	68	218	$ 11,673.46	$ 53.55	$ 2,139.92	$ 9.82	$ 13,813.38	$ 63.36	77.6%	$ 37.51		73	48	6	0.00
2/18 Tuesday	125	70	195	$ 8,569.90	$ 43.95	$ 2,010.28	$ 10.31	$ 10,580.18	$ 54.26	73.3%	$ 30.09		73	46	7	0.00
2/19 Wednesday	121	53	174	$ 9,074.94	$ 52.15	$ 1,591.85	$ 9.15	$ 10,666.79	$ 61.30	66.9%	$ 31.90		77	45	6	0.00
2/20 Thursday	137	57	194	$ 10,800.22	$ 55.67	$ 2,721.85	$ 14.03	$ 13,522.07	$ 69.70	66.7%	$ 34.42		75	46	7	0.00
2/21 Friday	133	74	207	$ 10,693.13	$ 51.66	$ 3,064.62	$ 14.80	$ 13,757.75	$ 66.46	74.2%	$ 33.75		75	43	6	0.00
2/22 Saturday	182	46	228	$ 13,185.26	$ 57.83	$ 5,588.00	$ 24.51	$ 18,773.26	$ 82.34	77.8%	$ 41.38		75	45	6	0.00
2/23 Sunday	165	57	222	$ 11,705.86	$ 52.73	$ 1,954.83	$ 8.81	$ 13,660.69	$ 61.53	76.3%	$ 36.33		79	45	7	0.00
2/24 Monday	134	67	201	$ 10,375.25	$ 51.62	$ 2,196.44	$ 10.93	$ 12,571.69	$ 62.55	69.8%	$ 33.00		99	48	6	0.00
2/25 Tuesday	146	0	146	$ 9,781.45	$ 67.00	$ 1,543.44	$ 10.57	$ 11,324.89	$ 77.57	64.9%	$ 35.52		86	48	7	0.00
2/26 Wednesday	160	52	212	$ 11,506.78	$ 54.28	$ 2,172.38	$ 10.25	$ 13,679.16	$ 64.52	74.4%	$ 37.55		84	54	7	0.00
2/27 Thursday	129	60	189	$ 10,149.84	$ 53.70	$ 3,056.10	$ 16.17	$ 13,205.94	$ 69.87	68.2%	$ 33.42		81	50	7	0.00
2/28 Friday	140	73	213	$ 10,742.96	$ 50.44	$ 2,395.98	$ 11.25	$ 13,138.94	$ 61.69	73.2%	$ 34.47		79	50	7	0.00
	0	0	0	$ -	$ -		$ -	$ -	$ -							
Total	**3,703**	**1,632**	**5,335**	**$276,387.78**	**$ 51.81**	**$ 75,846.69**	**$ 14.22**	**$352,234.47**	**$ 66.02**	**69.7%**	**$ 33.63**		**76.4**	**46.9**	**6**	**0.00**

Weekly Superintendent's Report

The Superintendent's Report is a mechanism to facilitate better planning and communication between the Agronomy Department, Course Management and Corporate Management. It is designed to communicate pertinent information about the staffing, operational practices and plan for the golf course. This tool is used to ensure that standards and objectives are being met throughout the year. This report includes:

- Elite Golf's minimum standards that are to be met.
- General course information to include staffing, equipment, irrigation and course measurements.
- Cultural practices: a year's guide to the cultural practices to be preformed such as aerification, verticutting, tree trimming, etc.
- Fertility program: a year's guide to the fertility program planned for the course.
- Chemical program: a year's guide to the chemical program planned for the course.
- 30-60-90 day plan
- Weekly report which includes a snapshot of what took place the previous week at the course.
    - Staffing
    - Mowing practices
    - Course setup practices
    - Green speed, green moisture and water schedule
    - A listing of tasks completed
    - A listing of tasks to complete the following week
    - A listing of fertilizers or chemicals used that week

Enter Golf Course Name Here	Weekly Report											January Week 1

Staffing	Super	Assist	Mech	Irrig	Labor	Total
Staffing Level	1	1	1	2	7	12

Mowing	Mon	Tues	Wed	Thur	Fri	Sat	Sun	Height of Cut
Greens	x	X	X	X	X	X	X	0.110
Greens Cleanup	X		X		X		X	0.110
Greens Rolled		X		X		X		
Tees, Collars & Approach	X		X		X	X		0.500
Fairways	X		X		X	X	X	0.500
Rough Large	X	X	X	X	X	X		1.250
Rough Small	X		X		X			1.250

Course Setup	Mon	Tues	Wed	Thur	Fri	Sat	Sun
Bunkers Raked	X	X	X	X	X	X	X
Cups Changed	X	X	X	X	X	X	X
Tee Setup	X	X	X	X	X	X	X
Trash Emptied	X	X	X	X	X	X	X
Water Coolers	X	X	X	X	X	X	X
Restrooms Cleaned	X	X	X	X	X	X	X
Ball Washers		X			X		

Green Speed	Hole	Mon	Hole	Wed	Hole	Fri	Hole	Sat
Front Nine Hole #	1	10.0	2	10.0	3	10.0	4	10.0
Front Nine Hole #	5	10.5	6	10.5	7	10.5	8	10.5
Back Nine Hole #	10	10.0	11	10.0	12	10.0	13	10.0
Back Nine Hole #	14	10.5	15	10.5	16	10.5	17	10.5

Greens Type	
Bermuda	X
Bent/Cool Season	

Green Moisture	Hole	Mon 1	Mon 2	Mon 3	Hole	Wed 1	Wed 2	Wed 3	Hole	Fri 1	Fri 2	Fri 3
Putting & Chipping Greens	PG	40.0	19.0	11.0	CG	40.0	19.0	11.0	PG	40.0	19.0	11.0
Front Nine Hole #	1	33.0	27.0	20.0	7	33.0	27.0	20.0	4	33.0	27.0	20.0
Front Nine Hole #	2	30.0	25.0	18.0	8	30.0	25.0	18.0	5	30.0	25.0	18.0
Front Nine Hole #	3	19.0	20.5	15.5	9	19.0	20.5	15.5	6	19.0	20.5	15.5
Front Nine Hole #	4	27.0	20.5	15.5	1	27.0	20.5	15.5	7	27.0	20.5	15.5
Front Nine Hole #	5	28.0	20.5	15.5	2	28.0	20.5	15.5	8	28.0	20.5	15.5
Front Nine Hole #	6	25.0	20.5	15.5	3	25.0	20.5	15.5	9	25.0	20.5	15.5
Back Nine Hole #	10	40.0	19.0	11.0	16	40.0	19.0	11.0	13	40.0	19.0	11.0
Back Nine Hole #	11	33.0	27.0	20.0	17	33.0	27.0	20.0	14	33.0	27.0	20.0
Back Nine Hole #	12	30.0	25.0	18.0	18	30.0	25.0	18.0	15	30.0	25.0	18.0
Back Nine Hole #	13	19.0	20.5	15.5	10	19.0	20.5	15.5	16	19.0	20.5	15.5
Back Nine Hole #	14	17.5	20.5	15.5	11	17.5	20.5	15.5	17	17.5	20.5	15.5
Back Nine Hole #	15	17.5	20.5	15.5	12	17.5	20.5	15.5	18	17.5	20.5	15.5

Water Schedule	Mon	Tues	Wed	Thur	Fri	Sat	Sun	Approximate Minutes Per Cycle
Greens		X		X		X		15 Minutes
Tees		X		X		X		15 Minutes
Fairways	X		X		X		X	20 Minutes
Rough	X		X		X		X	20 Minutes

Weekly Gallons Used	Starting Meter	156,202,252	Ending Meter	160,305,247	Gallons Used	4,102,995
Notes						

Tasks Completed This Week
Cleaned up DG right side of hole #3
Edged lakes on holes #7, 10, 15
Fixed leaks on holes 1 & 5
Edged bunkers on the front nine
Trimmed plant material in parking lot

Planned Tasks For Next Week
Edge bunkers on the back nine
Edge tee boxes
Trimmed trees on holes #3, 4, 5
Cleaned up DG right side of hole #6
Clean shop yard

Deviations From Standards
Couldn't mow fairways on Tuesday due to 2 staff members calling out sick. Raised greens height due to some potential disease noticed on Holes #4 & 8

Deviations From Weekly Plan
Didn't get to trimming trees this week as we had a couple of employees out on vacation.

Irrigation & Equipment Update
Cleaned up two leaks on the course and did some irrigation audits on Holes #4, 5, 6. The fairway unit had a hydraulic leak, waiting on parts.

Problems or Concerns
Noticed some dollar spot on the greens. Confirmed with chemical rep and will be spraying next week.

Operating Experience

Firm Overview

Elite Golf Management LLC is owned and operated by a single entity, Keith Flatt. As you will learn from this proposal, Keith has been in the industry for over 40+ years and has a keen sense for how a golf course should be maintained and operated. He has developed a team of experts to assist in creating his vision and we work hard every day to meet our partner's needs and expectations.

Elite Golf Management was formed in 2009 when Keith acquired the contract to become the receiver for the FDIC at Stallion Mountain Golf Club. Keith then went on to operate the clubhouse operations at Primm Valley Golf Club under Elite Golf in January of 2009. Due to the success that Keith experienced in the clubhouse operations at Primm Valley and the success of his future partner Paul Jaramillo on the golf course maintenance operations, the two formed Par 4 Golf Management in September of 2009. As co-owners of Par 4 Golf Management, Paul and Keith were able to create and grow a golf management group that rapidly grew to eight properties with 300 plus employees. Par 4's quick growth in golf management was due to forward thinking in turning struggling facilities around.

Paul would go on to have health issues taking away his involvement in Par 4 Golf Management. Paul and Keith both agreed that in order to continue growing the company, it would be better if Keith took full control of Par 4. Keith took over full control of Par 4 Golf Management in July of 2016 and as a part of the buyout was required to change the name of the company putting Elite Golf Management in control of each facility. All management contracts under Par 4 were assigned to Elite Golf Management.

Elite Golf's primary business is golf course management. Our corporate office is located in Las Vegas, Nevada, but we operate facilities in Arizona, California, Florida, Louisiana, Nevada and Texas. Elite Golf currently has 450+ employees across all our facilities. Our corporate team frequently visits our facilities in each state to ensure they are meeting our goals and reaching Keith's vision.

Elite Golf has specialized in properties that were struggling financially with many looking for ways to keep from closing. We have never taken over a property that was making money with most losing in excess of $250,000+. We are proud to say that we have been able to better the bottom line at every facility we have worked with and met the owners' financial goals to keep their facilities open and operating.

When you hire Elite Golf Management you are teaming up with a partner who will work towards building a long-lasting relationship with the City of Ocoee. Keith believes that the 1st day of our new contract, we are working towards earning our second contract. Elite Golf is not just another vendor, ***We Are Your Partner!***

Statement of Organization

Full Name of Business:	Elite Golf Management LLC
Type of Organization:	Limited Liability Company
Principle Business Address:	3251 E. Warm Springs Road | Las Vegas, NV 89120
Principle Phone Number:	702.462.9060
Business Email & Website:	Info@EliteGolf.com | www.EliteGolf.com

Tax ID & License #:	26-3993799 | Nevada Business License NV20091312984
Primary Contact:	Keith Flatt | Chief Executive Officer & Owner
Business Address:	3251 E. Warm Springs Road | Las Vegas, NV 89120
Personal Address:	12 Wild Dunes Court | Las Vegas, NV 89113
Phone Number & Email:	702.592.7115 | Keith@EliteGolf.com
Additional Contact:	Lesley Bowman | Chief Financial Officer
Business Address:	3251 E. Warm Springs Road | Las Vegas, NV 89120
Personal Address:	8211 Adante Ct | Las Vegas, NV 89113
Phone Number & Email:	702.462.9060 | Lesley@EladiteGolf.com
Additional Contact:	Derrick Hunter | Vice President of Operations
Business Address:	3251 E. Warm Springs Road | Las Vegas, NV 89120
Personal Address:	11159 Castellane Drive | Las Vegas, NV 89141
Phone Number & Email:	702.355.2670 | Derrick@EliteGolf.com

The Elite Golf Team

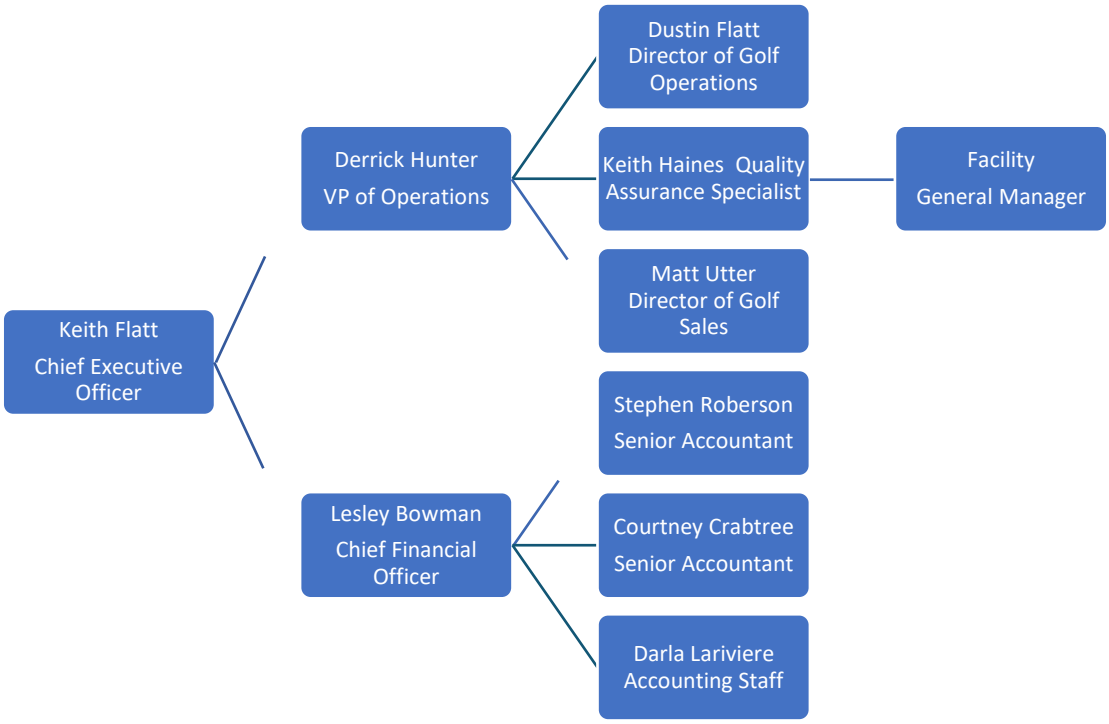
The Elite Golf team consists of corporate accounting, executive management and sales teams. Our corporate team focuses on making each of our facilities successful. When we add more facilities and the workload changes, we will bring on additional staff to assist in managing our facilities.

Elite Golf's management team is well versed in all aspects of golf management. Each team member brings a different approach and knowledge base that has vaulted our management group to a multicourse operator. Most of our key employees have been with the company from the beginning and look forward to growing the company even further.

Corporate Staff

Keith Flatt | CEO
Derrick Hunter | VP of Operations
Dustin Flatt | Director of Golf Operations
Matt Utter | Director of Golf Sales
Lesley Bowman | CFO
Stephen Roberson | Senior Accountant
Courtney Crabtree | Senior Accountant
Keith Haines | Quality Assurance Specialist

Corporate Organizational Chart



Key staff members who would work with Forest Lakes Golf Club:

Keith Flatt | CEO & Owner

Keith has been in the golf business for 40+ years as an operator and owner. He is the owner of Elite Golf Management and established the business in 2009. Keith sets the direction for each of our golf courses and our management team carries out his vision. He has an eye for detail and understands what is required for a profitable operation. His vision has led to the financial success of multiple golf properties throughout his career. One thing that sets us apart from other management companies is that the owner of Elite Golf is present and involved with the facility's challenges and directs each individual operation accordingly. Keith frequently visits each facility, working with the general manager and superintendent to make sure that his vision is coming to life. ***Resume included in the appendix.***

Derrick Hunter | VP of Operations

Derrick is a PGA Professional and has been in the golf business for 24 years. He has been with Elite Golf for 15 years going back to the establishment of Elite Golf in 2009. Keith owns the company and sets the vision while Derrick directs on site management of each course to actualize that vision. Derrick is directly involved with each property, working with the general managers and superintendents to execute Keith's vision. Derrick regularly visits each property to inspect the product and services. He leads the transition team making sure that staff are hired and trained in Elite Golf's policies and procedures. ***Resume included in the appendix.***

Lesley Bowman | CFO

While Lesley has only been with Elite since July of 2023, she comes to us with 19 years in the accounting world and is a CPA. Lesley started in the accounting world in the golf business at the Las Vegas Paiute Golf Resort. She would later go on to work for Clubcorp and Kemper Sports, golf ownership/management companies, in their accounting departments overseeing the accounting at several golf facilities. Lesley would continue to hone her accounting skills as the Director of Accounting for Wyndham Consumer Finance for seven years. Lesley is actively involved in the accounting for each of our golf courses and oversees the accounting team. She is involved with each part of the accounting operation from cash positions, payables, payroll, financial preparation and reporting along with a multitude of other tasks. She regularly communicates with our general managers and course team to ensure that our accounting practices are functioning appropriately. ***Resume included in the appendix.***

Stephen Roberson | Senior Accountant

Stephen recently started with Elite Golf as a senior accountant. He is a graduate of Cal Poly San Luis Obispo in California with 7 years of accounting experience. Stephen currently performs a handful of accounting functions for our golf courses including: Accounts Payable, Payroll, Cash Positions, Monthly Financials Preparations, and man other tasks here at Elite Golf.

Courtney Crabtree | Senior Accountant

Courtney brings 15+ years of experience in golf management accounting. She began her journey in golf with Walters Golf group assisting with the accounting for their three golf courses in the Las Vegas valley. She would later go on to work for Par 4 Golf Management in the accounting department assisting with six golf facilities. She enjoys working in accounting with an emphasis on profit margin analytics. She is privileged to contribute to major company growth in previous roles, associated with cost/sales analysis and implementation of net profit building practices.

Dustin Flatt | Director of Golf Operations

Dustin has been with Elite Golf for 12+ years and has overseen several of Elite Golf's properties and now serves as the Director of Golf Operations for Elite Golf. Dustin visits each of our properties frequently to ensure uniformity and correct inconsistencies. Dustin also helps during course transitions to assist in hiring and training staff.

Management Summary

Elite Golf Management takes pride in every facility we have had the chance to work with. We believe in a simple philosophy; a great product coupled with great service provided at great value and you can have a successful business no matter what the industry. This philosophy is at the heart of all that we do at Elite Golf and we strive to live by that standard every day. Our core mission is to make sure that everyone enjoys their time at our facilities.

Elite Golf Management | Mission Statement

Elite Golf Management believes in providing an Elite Golf experience to everyone at the facility. An Elite Golf experience includes exceptional playing conditions, first class service and treating everyone like family. Elite Golf Management will make sure that every member, guest and employee has an Elite Golf experience, because your time away from home is important to us!

Partnership

The best way to describe how The City of Ocoee would benefit from a relationship with Elite Golf Management is a true partnership. We look at our facility owners as ***Partners*** focused on the greater survival and growth of each facility. We work hand in hand with the owners to make sure that their course is on task with what is necessary to be successful. By speaking with our references, you will learn that our facility owners feel the same way. Unlike some operators, Elite Golf has an open book policy, and our partners have direct access to the owner of the company and Elite Golf leadership at any time. We are upfront with our partners at every turn. Keith Flatt and Elite Golf work every day towards building trust not only with the course owner but with the employees, vendors and customers.

Responsibilities of Elite Golf Management

The Elite Golf corporate team will oversee the facility making sure the Elite Golf philosophy is carried throughout the facility. Working with the facility managers, the executive team will implement standards and strategies to increase revenues while controlling expenses. The executive team will work with the facility managers to ensure Elite Golf's management responsibilities are met.

General Operational Responsibilities

- Promote the game of golf, the facility, and the Elite Golf philosophy.
- Manage and oversee the facilities including hiring, training and replacement of management and staff members.
- Implement, oversee and enforce facility policies and procedures.
- Maintain the facility and equipment in accordance with Elite Golf and the ownership's standards.
- Implement standards and operational controls.

Accounting Responsibilities

- Report on facility status monthly, quarterly, yearly or as needed at the owner's discretion.
- Develop, oversee, track, and maintain an operational budget.
- Create, track and report on all city, state and federal reporting requirements.
- Take on human resources and payroll functions for the facility.
- Invoice, track and collect all accounts receivable related to the facility.
- Track and pay all accounts payable related to the facility.
- Implement standards and operational controls.

Golf Operational Responsibilities

- Promote the game of golf in accordance with the standards set forth by Elite Golf, the ownership and the PGA of America.
- Create a customer service-oriented operation.
- Oversee a profitable merchandise operation consistent with the facility needs.

- Develop, implement and oversee player development programs at the facility.
- Develop, create and oversee tournament sales and operations at the facility.
- Oversee and maintain the golf car operations.
- Implement standards and operational controls.

Food and Beverage Operational Responsibilities

- Promote the food and beverage operation in accordance with the standards set forth by Elite Golf.
- Create a customer service-oriented environment.
- Oversee a profitable daily operation consistent with the facility needs.
- Develop, implement and oversee cost controls and buying procedures.
- Develop, create and oversee event sales and operations at the facility.
- Oversee and maintain the beverage cart operations.
- Implement standards and operational controls.

Golf Course Operational Responsibilities

- Maintain the golf course and course assets in accordance with the standards set forth by Elite Golf and the ownership.
- Operate under environmentally safe conditions and within city, state and federal regulations.
- Oversee daily, monthly and yearly maintenance practices to include fertilization, aerification, overseed and general maintenance programs.
- Operate and maintain golf course maintenance equipment.
- Implement standards and operational controls.

Marketing Responsibilities

- Create, develop and increase the customer database.
- Develop and implement a marketing plan to promote the golf course locally to city residents and visitors.
- Increase the golf course’s presence in social media, email marketing campaigns and internet search marketing.

References

Elite Golf Management currently holds 10 contracts for management in the golf industry. Our experience ranges from facility ownership, leasing facilities, full operations management and specialized department management such as golf course maintenance and accounting. We can customize and accommodate a full range of services based on our clients' needs.

Contracts

Current Contracts

Wildhorse Golf Club | Henderson, NV | www.GolfWildhorse.com
City owned, public facility | Contract began 2014
Management includes: Full operations management – accounting, human resources, payroll, golf operations, food and beverage operations, tournament and banquet operations, golf course maintenance operations, marketing and general administration.

Aliante Golf Club | North Las Vegas, NV | www.AlianteGolf.com
City owned, public facility | Contract began 2017
Management includes: Full operations management – accounting, human resources, payroll, golf operations, food and beverage operations, tournament and banquet operations, golf course maintenance operations, marketing and general administration.

Irving Golf Club | Irving, TX | www.IrvingGolfClub.org
City owned, public facility | Contract began 2017
Management includes: Renovations management during construction phase and full operations management once opened– accounting, human resources, payroll, golf operations, food and beverage operations, tournament and banquet operations, golf course maintenance operations, marketing and general administration.

Whitestone Golf Club | Benbrook, TX | www.WhitestoneGolf.com
Elite Golf leases, public facility | Contract began 2018
Management includes: Full operations management – accounting, human resources, payroll, golf operations, food and beverage operations, tournament and banquet operations, golf course maintenance operations, marketing and general administration.

Southern Oaks Golf & Tennis Club | Burleson, TX | www.SouthernOaksGolf.com
Private owned, public facility | Contract began 2019
Management includes: Full operations management – accounting, human resources, payroll, golf operations, food and beverage operations, tournament and banquet operations, golf course maintenance operations, marketing and general administration.

The Cliffs Resort Golf Course | Graford, TX | www.ddresorts.com/the-cliffs/on-property/golf/
Private owned, public facility | Contract began 2019
Management Includes: Golf course maintenance management and POA landscape management.

Harbor Lakes Golf Club | Granbury, TX | www.HarborLakes.com
Private owned, private facility | Contract began 2020
Management includes: Full operations management – accounting, human resources, payroll, golf operations, food and beverage operations, tournament and banquet operations, golf course maintenance operations, marketing and general administration.

Mission Royale Golf Club | Casa Grande, AZ | www.MissionRoyaleGolfClub.com
Private owned, public facility | Contract began 2021
Management includes: Full operations management – accounting, human resources, payroll, golf operations, food and beverage operations, tournament and banquet operations, golf course maintenance operations, marketing and general administration.

OakWing Golf Club | Alexandria, LA | www.OakWingGolf.com
Private owned, public facility | Contract began 2021
Management includes: Full operations management – accounting, human resources, payroll, golf operations, food and beverage operations, tournament and banquet operations, golf course maintenance operations, marketing and general administration.

The Golf Club at Bluewater Bay | Niceville, FL | www.BWBResorts.com
Private owned, public facility | Contract began 2024
Management includes: Full operations management – accounting, human resources, payroll, golf operations, tournament and banquet operations, golf course maintenance operations, marketing and general administration.

Discontinued Contracts

Primm Valley Golf Club | Nipton, CA
Private owned, public facility | Contract began 2012 ended in 2024
Elite Golf leased Primm Valley Golf Club
Management includes: Full operations management – accounting, human resources, payroll, golf operations, food and beverage operations, tournament and banquet operations, golf course maintenance operations, marketing and general administration.
The lease was terminated when the owner of the facility decided to sell the property. The new owners had interest in doing some real estate development on the property.

Legacy Golf Club | Henderson, NV | www.TheLegacyGC.com
Private owned, public facility | Contract began 2017 ended in 2023
Management includes: Full operations management – accounting, human resources, payroll, golf operations, food and beverage operations, tournament and banquet operations, golf course maintenance operations, marketing and general administration.
Both Elite Golf and the course ownership felt it was best to part ways. It was an amicable split and both parties felt it was the best option for each to be successful.

Spanish Trail Country Club | Las Vegas, NV | www.SpanishTrailCC.com
Private owned, private facility | Contract began 2012 ended in 2022

Management includes: Full operations management – accounting, human resources, payroll, golf operations, food and beverage operations, tournament and banquet operations, golf course maintenance operations, marketing and general administration.
The contract was terminated when the members sold the facility to a private investor who elected to run the facility himself. We consulted for a short period of time to help them get started.

Las Vegas Golf Center | Las Vegas, NV
Private owned, public facility | Contract began 2017 ended in 2022
Management includes: Golf course maintenance and landscape management.
The contract was terminated as the owners of the facility needed to reduce expenses to move forward.

Black Mountain Golf & Country Club | Henderson, NV
Private owned, semi-private facility | Contract began 2014 ended in 2018
Management includes: Full operations management – accounting, human resources, payroll, golf operations, food and beverage operations, tournament and banquet operations, golf course maintenance operations, marketing and general administration.
Elite Golf was brought in to help the club sustain until they could find a solution for their long-term debt. Elite Golf kept the business operational until they were able to sell of their land to pay for their long-term debt.

Badlands Golf Club | Las Vegas, NV
Private owned, public facility | Contract began 2009 ended in 2016
Elite Golf leased Badlands Golf Club
Management includes: Full operations management – accounting, human resources, payroll, golf operations, food and beverage operations, tournament and banquet operations, golf course maintenance operations, marketing and general administration.
The lease was terminated when the owner of the facility decided to sell the property. The new owners had interest in doing some real estate development on the property.

Comparable Management Experience

The following are municipal facilities in the Elite Golf portfolio that closely resemble Forest Lake Golf Club.

Description of services: Elite Golf provides the following services for each of the following listed properties.

- Management includes all daily aspects of the golf course operation to include:
  - Managing golf operations – golf shop, player's services, starters, practice facilities, etc.
  - Managing golf course operations – maintenance to the golf course, renovation projects, utility programs, fertility programs, etc.
  - Managing food and beverage operations – restaurant, kitchen, beverage car, banquet/event services, etc.
  - Managing membership/annual plan operations – sales, reporting, billing, etc.
  - Managing financial applications – daily cash deposits, accounts receivable, accounts payable, payroll, budgeting, financial reporting, etc.

- Managing facility maintenance – upkeep of heating/cooling units, refrigeration units, kitchen equipment, etc.
- Maintain proper licenses and permits for the operation.
- Marketing in-house and out of house for the facility and golf course.
- Operate and maintain a at minimum 80 golf cars, beverage cars, and utility vehicles.
- Operate and maintain all maintenance vehicles including mowers, utility vehicles, etc.

Aliante Golf Club

3100 Elkhorn Rd, North Las Vegas, NV 89084 | www.AlianteGolf.com
18-hole public facility | City owned | Managed November 2017 to present
Cass Palmer | Director of Strategic Initiatives
City of North Las Vegas
2250 Las Vegas Blvd., N Suite 208 | North Las Vegas, NV 89030
702.494.7766 | palmerc@cityofnorthlasvegas.com

Aliante Golf Club Statistics:

48,000+ Golf Rounds	50+ Annual Plans
$145,000+ Gross Merchandise Sales	30+ Golf Tournaments
$625,000+ Food and Beverage Revenue	25+ Banquets, Events & Meetings
$3.3 Million Gross Revenue	

Aliante Staffing Model:
Aliante employs 40 total staff members between full time and part time

1 General Manager	3 Cooks	1 Superintendent
1 Head Golf Professional	8 Restaurant/Bev Cart	1 Mechanic
4 Golf Shop Personnel		8 Course laborers
13 Player's Services Personnel		

Aliante Golf Club had been managed by some of the largest golf management companies in the past but continued to lose money for the City of North Las Vegas. Prior to Elite Golf taking the facility over, Aliante consistently saw operational losses of over $350,000+. Elite Golf has since reduced the City's losses over the years and in fiscal year 2020/21 took Aliante to a profitable business. This was accomplished through our philosophies and strategies. We immediately made some changes to staffing on the course to provide more service-oriented staff members. We changed the fee structure to be more competitive in the market. We marketed slow times of the day to fill in the tee sheet. We cross marketed the facility with our Elite Golf facilities in town. We made changes to the menu in the restaurant and added some specialty events to increase participation. Most importantly, we improved the course conditions on the course. Previously Aliante had issues in the summer and lost the greens on the first four holes. We implemented an inter-seed program of Bent grass and some maintenance procedures in the summer and have not lost them since. The overall product and experience are night and day ahead of where it was when we took over and revenues have increased as a result by $600,000+.

Irving Golf Club

2000 E Shady Grove Rd, Irving, TX 75063 | www.IrvingGolfClub.org
18-hole public facility | City owned | Managed May 2017 to present
Joseph Moses | Director of Parks and Recreation
Chuck Majors | Parks Operations Manager
City of Irving, Parks and Recreation Department
825 W. Irving Blvd. | Irving, TX 75060
972.721.2501 | jmoses@cityofirving.org
972.721.7873 | cmajors@cityofirving.org

Irving Golf Club was closed for renovations and opened back up on September 1, 2019. Renovations included the complete renovation of the golf course and the inside of the clubhouse. Elite Golf was brought in by the City of Irving to assist them with oversight of the construction phase and prepare the facility for opening. Now that the course is open, Elite Golf manages all daily aspects of the operation of Irving Golf Club.

Irving Golf Club Statistics:

52,000+ Golf Rounds	0 Annual Plans (currently not offered at the club)
$180,000+ Gross Merchandise Sales	20+ Golf Tournaments
$525,000 Food and Beverage Revenue	25+ Banquets, Events & Meetings
$2.7 Million Gross Revenue	

Irving Golf Club Staffing Model:
Irving Golf Club employs 40 staff members between full time and part time

1 General Manager	2 Cooks	1 Superintendent
4 Golf shop personnel	11 Restaurant/Bev Cart	1 Mechanic
13 Player's Services Personnel		7 Course laborers

The City of Irving previously leased out their facility when it was known as Twin Wells Golf Club. The operator did not maintain the facility due to lack of funds and the golf club was in desperate need of capital improvements. The City of Irving took the course out of lease and made plans to renovate. Elite Golf was hired to maintain the property during the construction phase and act as second pair of eyes on the contractors during renovations. The golf course was fully renovated with new irrigation, new tee complexes, new green complexes, fully graded and grown back in. Elite Golf reopened the facility for the City of Irving and now we successfully manage the day-to-day operations. As a part of the opening of Irving Golf Club, Elite Golf designed the golf shop procuring the fixtures and merchandise as well as the kitchen, bar and restaurant procuring all equipment, tools, furniture and fixtures needed to run the food and beverage operations. Elite Golf also hired and trained all personnel to open the facility. The facility is now a very successful operation and currently generating a sizeable profit for the City of Irving.

Whitestone Golf Club

10650 Benbrook Blvd, Benbrook, TX 76126 | www.WhitestoneGolf.com
18-hole public facility | City owned property, Elite Golf leases the golf course
Managed June 2018 to present
Jim Hinderaker | City Manager
City of Benbrook
911 Winscott Road | Benbrook, TX 76126
817.249.6005 | JHinderaker@benbrook-tx.gov

Whitestone Golf Club Statistics:

55,000 Golf Rounds	30+ Annual Plans
$220,000 Gross Merchandise Sales	20+ Golf Tournaments
$560,000 Food and Beverage Revenue	0 Banquets, Events & Meetings
$3.7 Million Gross Revenue	

Whitestone Staffing Model:
Whitestone employs 45 staff members between full time and part time

1 General Manager	13 Restaurant/Bev Cart	1 Superintendent
5 Golf shop personnel		1 Mechanic
16 Player's Services Personnel		8 Course laborers

Whitestone Golf Club was previously leased to an ownership group that had a prominent golf management team running the property for them. Unfortunately, the facility declined over time and needed care and improvements. Elite Golf worked with the lease holder to take over management of the property with the goal of taking over the lease within a year. Elite Golf immediately made improvements to the course by renovating the bunkers, clearing out overgrowth in the trees and landscape and making improvements to the irrigation. We also redecorated the clubhouse to include new wall texturing, painting, new flooring, bathroom renovation and a golf shop redesign. All renovations were paid for by Elite Golf as we would be taking over the lease on the course. With over $2 million in improvements, we have been able to take Whitestone Golf Club from making $1 million in revenue to grossing $3.5 million this last year. Rounds have grown over 25,000+ and the dollar per player has increased as players now receive a great product and service that is not normally given in the market such as water bottles on the cart, towels in the cart, complimentary popcorn in the snack bar, complimentary range balls and friendlier staff.

Wildhorse Golf Club

2100 W Warm Springs Rd, Henderson, NV 89014 | www.GolfWildhorse.com
18-hole public facility | City owned | Managed January 2014 to present
Kirk Niemand | Parks and Recreation Superintendent, CPRP
City of Henderson, Public Works, Parks and Recreation
240 S. Water Street | Henderson, NV 89015
702.267.4042 | kirk.niemand@cityofhenderson.comWildhorse Golf Club Statistics:

58,000 Golf Rounds	60+ Annual Plans
$300,000 Gross Merchandise Sales	50+ Golf Tournaments
$850,000+ Food and Beverage Revenue	150+ Banquets & Events
$3.5+ Million Gross Revenue	

Wildhorse Staffing Model:
Wildhorse employs 45-50 staff members between full time and part time

1 General Manager	1 F&B Manager	1 Superintendent
2 Clubhouse Porters	1 Kitchen Manager	1 Assistant Superintendent
1 Head Golf Professional	1 Banquet Sales Manager	8 Course Laborers
3 to 4 Golf Shop Personnel	3 Cooks	
12 Player's Services Personnel	6 Banquet Servers	
	7 Restaurant/Snack Bar/Bev Cart	

Wildhorse Golf Club was losing more than $300,000 when Elite Golf was contracted to manage the facility for the City of Henderson. We quickly made improvements to the golf course and landscaping by mowing and trimming. We worked with staff to improve guest services. We made changes in food and beverage to decrease the cost of goods on menu items while offering better food products and increasing revenues. With the addition of club golf events and innovative food and beverage events. We made changes to the pricing model to stay competitive and generate substantially more rounds with local golfers. We reduced expenses through smarter buying and increased buying power. Elite golf was able to take Wildhorse to a breakeven and make a profit for the course while continually saving for capital improvements.

References For Similar Projects

The following are industry references for Elite Golf Management from the properties that we manage. Please feel free to call and reference Elite Golf Management. *We have included some letters of recommendation in the appendix for your review.*

The following references are for projects in similar scope.

Reference #1

Course:	Aliante Golf Club
Course Location:	3100 Elkhorn Rd, North Las Vegas, NV 89084 | www.Aliantegolf.com
Representative:	Cass Palmer | Director of Strategic Initiatives City of North Las Vegas 2250 Las Vegas Blvd., N Suite 208 | North Las Vegas, NV 89030 702.494.7766 | palmerc@cityofnorthlasvegas.com
Year Managed:	Contract began in 2017 to present

Reference #2

Course:	Irving Golf Club
Course Location:	2000 E Shady Grove Rd, Irving, TX 75063 | www.IrvingGolfClub.org
Representative:	Joseph Moses | Director of Parks and Recreation Chuck Majors | Parks Operations Manager City of Irving, Parks and Recreation Department 825 W. Irving Blvd. | Irving, TX 75060 972.721.2501 | jmoses@cityofirving.org 972.721.7873 | cmajors@cityofirving.org Mr. Joseph Moses oversees the golf course on the City of Irving's behalf. Mr. Chuck Majors reports to Mr. Moses and is responsible for working with Elite Golf to manage the construction and operational phases of Irving Golf Club.
Year Managed:	Contract began in 2017 to present

Reference #3

Course:	Wildhorse Golf Club
Course Location:	2100 W Warm Springs Rd, Henderson, NV 89014 | www.GolfWildhorse.com
Representative:	Kirk Niemand | Parks Superintendent, CPRP City of Henderson, Public Works, Parks and Recreation 240 S. Water Street | Henderson, NV 89015 702.267.4042 | kirk.niemand@cityofhenderson.com
Year Managed:	Contract began in 2014 to present

Reference #4

Course:	Whitestone Golf Club
Course Location:	10650 Benbrook Blvd, Benbrook, TX 76126 | www.WhitestoneGolf.com
Representative:	Jim Hinderaker | City Manager

	City of Benbrook 911 Winscott Road | Benbrook, TX 76126 817.249.6005 | JHinderaker@benbrook-tx.gov
Year Managed:	Contract began in 2018 to present | Elite Golf leases this property

The following are additional references for Elite Golf Management for other facility types.

Reference #5

Course:	Mission Royale Golf Club
Course Location:	11 Mission Pkwy, Casa Grande, AZ 85194 | www.MissionRoyaleGolfClub.com
Representative:	Jay Moelis | Former President of the Board of Directors Mission Royale Golf Club 11 Mission Pkwy | Casa Grande, AZ 85194 303.847.5174 | jaymoelis@gmail.com
Year Managed:	Contract began in 2021 to present

Subcontractors

Elite Golf does not plan to use any subcontractors to perform the work contained in this management proposal. We are confident in our abilities and experience to successfully manage a property like Forest Lake Golf Club as we have successfully managed similar properties throughout our time in golf management. Outside vendors would only be used to perform maintenance at the club such as equipment preventative maintenance and repairs that are outside the normal scope of operations.

Financial Capability

General Financial Capability

Elite Golf Management operates ten facilities across five states and has the financial capacity to perform the functions of this lease agreement for the City of Ocoee. Elite Golf has over $1,000,000 in property and equipment with all items paid for through our business dealings and profit generated by the company. Additionally, Keith Flatt, owner of Elite Golf, built Elite Golf through his own financial capabilities and can support any of our agreements.

Elite Golf does not have a current audited financial statement so we are submitting for your review the 2023 and 2024 unaudited financial statements. We ask that these be kept ***Confidential***. In our financial statements you will see that we have several long-term liabilities and this is due to several of our contracts with municipalities and other facilities. In some of our management relationships, Elite Golf is

responsible for providing the golf carts and or maintenance equipment to the facility and we are reimbursed by the facility. ***The financial statements are being provided in a separate document per the instructions in the RFP.***

Financial Reporting & Accountability

Accounting Operations

Elite Golf has been handling the accounting and financial reporting for golf courses going back to 2009. Our expert staff works to ensure that GAP accounting is in place and that we are protecting the owner's interest. As demonstrated in this proposal, our team has put procedures in place for cash handling, inventory management, payables and financial reporting. We work with ownership to give them the data and tools they need to know their facility is being managed aboveboard and fiscally responsible. We go out of our way to provide an open relationship with our facility owners to make them comfortable in all aspects of their financial operations.

General Operations

Immediately, Elite Golf will move all major accounting, payroll and human resource functions to our corporate office. All accounting functions will be overseen by our executive accounting team led by CFO Lesley Bowman. They will develop, implement and oversee controls and audit procedures at the facility working with the general manager.

Point of Sale

Elite Golf utilizes GolfNow Premiere at all of our facilities and this has created consistency allowing for better control in day-to-day operations, accounting and reporting functions. GolfNow Premiere software features: golf operations (tee time management, retail management, and point of sale functions), food and beverage operations (point of sale functions), membership (accounts receivables) and event operations (clubhouse events, tournaments, tracking and reporting). The entire system is integrated allowing for seamless reporting and does not require us to maintain other software to perform vital functions. GolfNow Premiere has been a key strategic tool in Elite Golf's repertoire.

Elite Golf utilizes QuickBooks for our accounting software. We can quickly set up Forest Lake for all accounting and reporting. Our accounting team will work with the City of Ocoee to make sure that they have all the reporting they need to feel comfortable with the operation of their golf course. Our team already has many standard reports available that we use with our City partners.

Line Item Audit

Working with the course managers and the Elite Golf executive management team, the accounting team will review each line item to see where additional savings at the facility can be found. Contracts and agreements will be reviewed as well as vendors to cut excess spending.

Financial Reporting and Auditing

The Elite Golf accounting team will work with the City of Ocoee to customize financial reports and make auditing a straightforward process. Reports can be tailored to meet the ownership's needs. Elite Golf prides itself in being open and honest with ownership and invites the owners to review the facility as often as needed. We will work with ownership to develop timelines for when financials and reports are due.

Accounts Payable and Receivable

Elite Golf will review all vendors currently working with the facility. Elite Golf will work hard to get better discounts and terms for the facility by utilizing our buying power. Invoices will be scrutinized to make sure that dollars spent are dollars well spent. Vendors will be paid in a timely manner and discounts taken whenever possible.

Receivable accounts will be reviewed and processed in a timely manner. Elite Golf works with many hotels, wholesalers and customer accounts keeping balances down and paid in a timely manner.

Human Resources

Elite Golf has formed a partnership with Advanstaff, a well-respected payroll/human resource firm. Elite Golf and Advanstaff will take on all human resources and payroll functions for the facility. In doing so, Elite golf will be able to control payroll, benefits and taxes, helping to reduce the owner's expenses. All human resources and payroll functions will be managed in line with city, state and federal regulations.

Bank Accounts

Deposits will be made into an account we call the Depository Account. Deposits will be made at least three times per week. All payables will be paid from a second account, the Operating Account. The first part of the week, Elite Golf puts together a cash position for the golf course. The cash position is used to identify the amount of cash in the bank, any pending deposits, what payables need to be paid that week, any forecasted payroll, the expected funds to come in over the next week and includes a transfer request to cover the payables and payroll. We then transfer the funds from the depository account to the operating account so that we can make payments.

Cash Handling Procedures

Elite Golf understands the importance of cash handling to protect the facility and the employee. The following procedures will be implemented at the facility.

Facility Cash

- All facility cash will be kept in a safe to include daily banks, petty cash and change bank.
- Daily deposits will be kept in a safe until they can be deposited in the bank, preferably a different safe than the bank/change safe.
- Access to safes will be limited to managers.
- Daily banks will be counted out by staff members and logged. Staff members will initial their count on the Daily Bank Sign Out Sheet.
- When returning the daily bank, the bank will be counted for accuracy and checked back in to the safe with staff members initialing the Daily Bank Sign Out sheet.

- When change is disbursed from the safe, it will be logged on the Change Bank Log.
- Petty cash will be reconciled weekly with receipts being reimbursed as soon as possible.

Registers

- The bank will be checked by staff members before being put in use.
- All customers will be given a receipt for any transaction.
- When accepting cash from a customer, the staff member will call out how much they have received from the customer.
- When giving change to a customer, staff members should count the change back at least two times, 1 when they count it out to themselves and 1 when they count it back to the customer.
- At the end of the shift, the daily deposit will be recorded on the deposit envelope, signed, sealed and dropped in the deposit safe.
- The daily bank will be returned to the safe after it has been confirmed by staff members.

Banking

- The general manager and or assistant will count the deposit envelopes and reconcile the cash drop to the POS report. Discrepancies will be reported to the general manager and Corporate Accounting staff and then investigated.
- The general manager will keep a daily log of deposits received.
- The general manager will keep a daily log of bank deposits made.
- Cash will be deposited into the bank as soon as possible to keep the amount of cash on property to a minimum.
- The bank will be reconciled daily and monthly against the POS and deposit log.
- Accounting staff who are authorized to issue checks will not be authorized signers on bank accounts.
- Below is an example of the reporting that will take place each day the cash is reconciled and deposited. Two people will verify the cash count and the reports are sent to the Elite corporate office for verification.
    - Daily Cash Reconciliation Report: The general manager and or assistant will open the daily drops from golf and food and beverage. They will confirm that the amount of cash in the envelope matches what the staff members wrote down on the envelope. They will compile the cash and fill out the Daily Cash Reconciliation Report. Two staff members will verify the total amount of cash and initial the report.
    - They will run the daily Z Report in the point of sale for both golf and food and beverage to confirm the totals in the system match what was turned in. Any differences will be investigated. The Consolidated Z Report should match the total amount of cash on the Daily Cash Reconciliation Report.
    - They will fill out and make a copy of the deposit slip. They will place the deposit slip and the cash/checks into a sealed envelope to be taken to the bank.
    - They will deposit the cash and receive a receipt from the bank. The Caily Cash Reconciliation Report, the Consolidated Z Report, the deposit slip and the bank receipt will be emailed to the Elite corporate office for verification.

Daily Cash Reconciliation Report

Bank Deposit

Date: 2/9/2024

Currency Type	# Bills	Amount
$100	4	$400.00
$50	7	$350.00
$20	26	$520.00
$10	7	$70.00
$5	2	$10.00
$1	24	$24.00
Total Bills	**70**	**$1,374.00**

Verified by: Verified by:

$0.25		$0.00
$0.10		$0.00
$0.05		$0.00
$0.01	2	$0.02
Total Coins	**2**	**$0.02**

Verified by: Verified by:

Total Cash	**$1,374.02**

Checks	Check #	Amount
	1322	$230.00

Verified by: Verified by:

Total Checks	**$230.00**
Total Cash & Checks	**$1,604.02**

Deposits By Department	Amount
Food and Beverage	$690.26
Golf	$913.76
Total Deposits	**$1,604.02**
Variance	**$0.00**

Mission Royale Golf Club
Consolidated Z
All Departments
2/9/2024
Summary

Date 2/10/2024
Time 06:03:48
Page 1

Debits

Drawer Count

Description	System	Count
Cash	1,773.72	1,774.02
Check	230.00	230.00
Amex	479.69	479.69
Visa/MC	7,438.49	7,438.49
Visa/MC Manual	608.00	608.00
2024 Punch Card	1,885.07	1,885.07
Gift Card	446.13	446.13
Range Card Tender	47.25	47.25
Member Pass Round	0.51	0.51
Total	12,908.86	12,909.16
Difference	-0.30	

Miscellaneous Debits

Description	System
Total	0.00

Credits

Revenue

Description	Count	Amount
Beer - Bev Cart	25	121.69
Beer - Restaura	90	611.09
Beer - Snack Ba	15	129.05
Club Rental Fee	2	40.00
Event Deposits		550.00
Food - Bev Cart	8	18.40
Food - Restaura	115	1,280.68
Food - Snack Ba	2	4.60
Gift Card Payab	10	250.00
Golf Cart Fees-	1	20.00
Golf Merchandis	26	201.55
Golf Merchandis	5	68.20
Greens Fees-Gol	147	5,043.81
Group Services		17.00
Liquor - Bev Ca	10	59.90
Liquor - Restau	45	292.99
Na Bev - Bev Ca	12	34.80
Na Bev - Restau	37	94.08
Na Bev - Snack	17	46.49
Punch Card-Golf	44	1,886.29
Range Fees-Golf	63	445.28
Sales & Use Tax		737.19
Tips - Clearing		412.01
Wine - Restaura	24	143.76
Revenue		12,508.86

Miscellaneous Credits

Description	Count	Amount
Total		0.00

Drawer Count	12,909.16		
+ Miscellaneous Debits	0.00	Revenue	12,508.86
+ Cash Short		+ Miscellaneous...	0.00
- Cash Open	400.00	+ Cash Over	0.30
Total Debits	**12,509.16**	Total Credits	**12,509.16**

Cash + Check Deposits	1604.02	Prepaids	0.00	Discounts	241.08
Credit Card Deposits	8526.18	Voids	161.40	Comps	0.00
Cashed Checks	0.00	Returns	0.00	Total Z's	9



DEPOSIT TICKET

DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL

DATE 2.9.2024

MISSION ROYALE RECREATION
GOLF CLUB INC - DEPOSIT ACCOUNT
11 S MISSION PKWY
CASA GRANDE, AZ 85194

CURRENCY	1374	00
COIN		82
CHECKS	230	00
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
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18		
19		
20		
21		
22		
23		
24		
25		
26		
27		
28		
29		
30		
31		
32		
TOTAL $	1,604	02

Western Bank · Invest · Insure

TOTAL $ 1,604.02

⑆091307149⑆ 7500⑈3541⑈ 02

Western
Bank · Invest · Insure

Your Hometown Bank

www.westernbanks.com
CUSTOMER RECEIPT

Branch #: h7.mm a
Business Date: February 12, 2024
Time: 2:12 PM
Teller: h711.mm a
Account: Account XXXXXX3541
DDA Deposit $1,604.02

Refer-A-Friend to Western and receive $100 when they open a Personal checking account!

Please keep this receipt for your records. Your deposit may not be available for immediate withdrawal.

Member FDIC

Customized Reporting and Structure

Communication

Elite Golf regularly communicates with our municipal partners to keep them current on the facility. Our municipal partners generally require us to have financial reports and their report package to them by the 15th of the month. We can work with the City to get those reports to them as soon as they need them.

It is not uncommon for our onsite management to meet with a city representative monthly to review the facility and operations. These meetings provide a great opportunity to review the financials and any outliers or issues that may be on the horizon. We understand that sometimes this is not feasible due to schedules so we can also communicate to city representatives in a weekly or monthly report. Additionally, our corporate team is available to work with city representatives to answer questions. Unlike most companies, with Elite Golf you have access to the owner of the company and our executive team.

Reporting

Each client that Elite Golf works with has different needs and as such Elite Golf can customize a reporting package that meets the needs of the City of Ocoee. Our accounting team will work with city representatives to come up with the reports required. We can help create custom financial reports that integrate with our system. Some of the reports we regularly provide to our municipal partners include:

- Standard Balance Sheet & Income Statement
- 12 month Income Statements (can be consolidated or broken into department level)
- Income Statements vs Budget and vs Last Year
- This can be customized to meet the level of detail our partners are looking for.
- Bank Statements and Reconciliation Reports
- Monthly Check Register
- Equipment Listing/Changes (in case the city is keeping equipment on their books)
- Aged Payable Listings
- Aged Receivable Listings
- Trial Balance Report
- General Ledger By Account Report
- Membership Reports
- Weekly Cash Position Report (shows current cash, current payables, future payables, future cash)

Below is an example of the standard balance sheet and some pages of an income statement that can be provided. Client information and numbers have been redacted.

Balance Sheet

[redacted]

As of June 30, 2025

DISTRIBUTION ACCOUNT
Assets
Current Assets
Bank Accounts
1000-00 Cash in Bank-BofA -Operating Account
1005-00 Cash in Bank-WF -Operating Account
1020-00 Cash Drawers / Banks
1080-00 Clearing Account-Golf
Total for Bank Accounts
Accounts Receivable
1200-00 Accounts Receivable - Membership
1210-00 Accounts Receivable - Events
1230-00 Accounts Receivable - Clearing
Total for Accounts Receivable
Other Current Assets
1400-00 Prepaid Insurance
1460-00 Prepaid Expenses
1500-00 Rental Clubs
1510-00 Special Deposits
Inventory
1300-00 Golf Inventory
1310-00 Food Inventory
1320-00 Liquor Inventory
1330-00 Beer Inventory
1340-00 Wine Inventory
1360-00 NA Beverage Inventory
Total for Inventory
Total for Other Current Assets
Total for Current Assets
Fixed Assets
1600-00 Land
1630-00 Buildings & Improvement
1640-00 Golf Course Equipment
1645-00 Kitchen Equipment
1650-00 Equipment
Accumulated Depreciation
1730-00 Accum Depreciation-Building Improvements
1750-00 Accum Depreciation-Equipment
Total for Accumulated Depreciation
Total for Fixed Assets

Balance Sheet

[redacted]

As of June 30, 2025

DISTRIBUTION ACCOUNT
Other Assets
Total for Assets
Liabilities and Equity
Liabilities
Current Liabilities
Accounts Payable
2000-00 Accounts Payable
Total for Accounts Payable
Credit Cards
Other Current Liabilities
2090-00 Other - Payables
2240-00 Sales & Use Tax Payable
2400-00 Accrued Compensation
2420-00 Accrued Operating Expenses
2440-00 Accrued Other
2460-00 Memberships Payable
2720-00 Gift Certificate-Range Passes
2730-00 Rain Check Payable
2740-00 Gift Card Payable
2750-00 Suspense
2840-00 Group Services- F&B
2842-00 Group Services-Golf
2850-00 Event Deposits
Deferred Revenue
2611-00 Prepaid Membership Dues
Total for Deferred Revenue
Total for Other Current Liabilities
Total for Current Liabilities
Long-term Liabilities
Total for Liabilities
Equity
3995-00 Retained Earnings
Net Income
3100-00 Member Capital
3200-00 Member Contributions
3201-00 Member Contributions-No. Valley Enter
Total for Equity
Total for Liabilities and Equity

[redacted]

Profit and Loss

July 2024 - June 2025

Income
F&B Revenue
Banquet
4306-20 Food - Banquet
4346-20 Beer - Banquet
4386-20 Liquor - Banquet
4388-20 Event - Packages
4400-20 Event Gratuities
Total Banquet
Beverage Cart
4304-20 Food - Bev Cart
4324-20 NA Bev - Bev Cart
4344-20 Beer - Bev Cart
4384-20 Liquor - Bev Cart
Total Beverage Cart
Restaurant
4300-20 Food - Restaurant
4320-20 NA Bev - Restaurant
4340-20 Beer - Restaurant
4360-20 Wine - Restaurant
4380-20 Liquor - Restaurant
Total Restaurant
Total F&B Revenue
Golf Revenue
Golf Fees - Other
4110-10 Golf Cart Fees
4135-10 GPS Revenue - Golf
4150-10 Club Rental Fees-Golf
4170-10 Golf Clinics & Lessons
4190-10 Golf Fees Other-Golf
Total Golf Fees - Other
Golf Merchandise
4200-10 Golf Merchandise Hardgoods-Golf
4201-10 Golf Merchandise Softgoods-Golf
4210-10 Golf Shop Other-Golf
Total Golf Merchandise

[redacted]

Profit and Loss

July 2024 - June 2025

Green Fees
4100-10 Greens Fees-Golf
4180-10 Golf Tournaments-Golf
Total Green Fees
Membership
4010-10 Membership Dues - Golf
Total Membership
Range
4120-10 Range Fees
Total Range
Total Golf Revenue
Total Income
Cost of Goods Sold
Food and Beverage
5310-20 COS - Food
5320-20 COS - Liquor
5400-20 COS - Beer
5410-20 COS - Wine
5420-20 COS - NA Beverage/Other
Total Food and Beverage
Golf
5300-10 COS - Pro Shop Merchandise-Golf
Total Golf
Other
5301-10 COS - Other - Golf
5302-10 COS - Transportation - Golf
5305-10 Purchase Discounts - Golf
Total Other
Total Cost of Goods Sold
GROSS PROFIT

[redacted]

Profit and Loss

July 2024 - June 2025

Expenses
Operating Expenses
General & Administration
Insurance Expense
9250-50 Liability Insurance-G&A
Total Insurance Expense
Management Fees
9001-50 Management Fees-G&A
Total Management Fees
Miscellaneous Expense
7570-50 Transportation-G&A
7970-50 Miscellaneous-G&A
8370-50 Offsite Storage-G&A
8900-50 Extraordinary Expenses-G&A
9800-50 Clearing Account
Total Miscellaneous Expense
Office Exp/Supplies
7050-50 General Supplies-G&A
7350-50 Office Supplies-G&A
7360-50 Postage Freight-G&A
7370-50 Printing & Copying-G&A
7450-50 Computer Expenses - Other-G&A
7500-50 Dues & Subscriptions-G&A
Total Office Exp/Supplies
Taxes
7985-50 Use Tax Expense
9310-50 Sales/Use Tax-G&A
9320-10 Personal Property Taxes
9320-50 Personal Property Taxes-G&A
Total Taxes
Total General & Administration
Operating Expense
Advertising & Promotion
7950-50 Advertising & Promotion-G&A
Total Advertising & Promotion
Credit Card & Bank Fees
7280-10 Credit Card Fees-Golf
7280-20 Credit Card Fees-F&B
7280-50 Credit Card Fees-G&A
Total Credit Card & Bank Fees

Required Forms

In the appendix, we have included all of the required signed forms: Attachments I, J, K, L, M, N, O, P, Q, R, S, T.

In the appendix, we have included verification that we participate in the E-Verification Program. Each of our golf courses are separate business entities; therefore, our E-Verification is done under each business entity and not under Elite Golf Management. We have included several records showing our various entities proof of E-Verification.

Appendix

Resumes of Key Corporate Personnel

Keith Flatt | CEO & Founding Principle

Keith's experience covers every aspect of the golf industry. From a professional player, caddy, credentialed instructor, head golf professional, and facility owner, he's seen it all. As an owner, he led the successful turnaround of numerous facilities. In doing so, he experienced firsthand the frustrations of dealing with management companies that weren't accountable for performance. His ability to see the facility both through the eyes of the golfer and the owner enables him to create a first-class golf experience while focusing on the bottom line.



Keith grew up in Azle Texas later on moving to Arlington where he learned to play golf at the age of 12. Keith fell in love with the game and quickly grew in to one of the top amateur golfers in Texas. One day after shooting the course record in a local city tournament, Keith was approached by a Las Vegas gambler to come to Las Vegas and play in high stakes golf matches. Keith's golf career took off and he was playing against some of the best golfers in the world. Does this story sound familiar? Well it should as Keith's life would later be transformed by good friend, Terry Jastrow, into the 2015 movie adaptation "The Squeeze".

Following Keith's days as a player, he would become the head golf professional at Los Prados Golf Club in Las Vegas, Nevada. He would later go on to create the Keith Flatt Golf Academy at Silverstone Golf Club eventually moving the academy to the Callaway Golf Center. Keith has also caddied for PGA Tour professionals Bob May as well as Scott Piercy when Scott won $2 million in the Ultimate Game held in Las Vegas. From there Keith would go on to own and manage other golf facilities all leading up to the day where he would be the sole owner of Elite Golf Management.

- Elite Golf Management July 2016 to present
  CEO & Founding Principle of Elite Golf Management
  - Oversees and develops the long term strategies and financial wellbeing of Elite Golf.
  - Develops community relationships to further Elite Golf's future in golf management.
  - Seeks and obtains new business ventures and contracts.
  - Sets the expectations for product and service at each Elite Golf facility.

- Par 4 Golf Management September 2009 to June 2016
  President & Co-Founder

- Oversaw and developed long term strategies and the financial wellbeing of Par 4 Golf.
- Developed community relationships to further Par 4 Golf's future in golf management.
- Sought and obtained new management contracts.
- Grew the company from one facility to eight facilities in five years.
- Developed the revenue strategies, philosophies, goals and expectations for each facility.

- Stallion Mountain Golf Club 2005 to 20011
  Receiver for the FDIC
  - Responsible for maintaining and preserving the property while the FDIC looked for potential buyers of the golf course.
  - Inventoried and maintained all property assets from clubhouse to golf course.

- Keith Flatt Teaching Academy
  Silverstone Golf Club and Callaway Golf Center
  - Implemented player development programs to grow the game of golf.
  - Taught hundreds of individual and group lessons.
  - Responsible for hiring, training and oversight of three academy instructors.

- The Golf Club at the Resort | Fort Worth, Texas
  Course Designer & Manager
  - Along with Bob May, designed and oversaw construction and grow-in of the golf course.
  - Once opened, helped manage the day to day operations of the facility.
  - Responsible for building revenues and decreasing expenses.
  - Oversaw the daily golf course maintenance.

- Cross Timbers Golf Course | Azle, Texas
  The Golf Club at Crown Valley | Weatherford, Texas
  Cross Creek Golf Course | Cleburne, Texas
  Golf Course Manager
  - Managed the day to day operations for each facility.
  - Responsible for building revenues and decreasing expenses.
  - Oversaw the daily golf course maintenance.

- Sand Hills Golf Club | Pinebluff, North Carolina
  Co-Owner & Manager
  - Owned and eventually sold facility for a profit.
  - Managed the day to day operations for each facility.
  - Responsible for building revenues and decreasing expenses.
  - Oversaw the daily golf course maintenance.

Derrick Hunter, PGA | Vice President of Operations

Derrick brings a wealth of experience as both a player and as an exceptional Golf Professional. An honors graduate of New Mexico State University, Class-A member of the PGA and winner of numerous golf events throughout New Mexico and Nevada, Derrick earned the deep respect of Elite Golf's founder, Keith Flatt, while working at one of Las Vegas' most prestigious country clubs. Derrick intimately understands all aspects of course management, immersing himself completely in whatever task is at hand, all the while deftly managing staff and clients with professionalism and the kindest of dispositions.

Derrick was brought into the Elite Golf Management Team from day one and has been instrumental in the success of our facilities and the management of our teams at the course levels. He has assisted in implementing our Mission and Vision for the future at each facility, working tirelessly to ensure our success in achieving our company goals and helping to secure the future of Elite Golf Management.

Derrick brings to the game a forward thinking and creative vision, brass tacks facility goal implementation, tracking and strategizing, as well as a gift for financial performance review and analysis. His daily operations oversight and down to earth staff management skills have won the respect of all he comes in contact with in the golf industry.

- Elite Golf Management July of 2016 to present
  Vice President of Operations
  - Assists in the development and implementation of the company mission, vision and company goals.
  - Development and implementation of company policies and procedures.
  - Payroll oversight and review.
  - Works directly with each facility in creation, implementation and review of facility budgets.
  - Reviews facility financial performance looking for ways to improve both revenues and expenses.
  - Oversees the golf course general managers and personnel.
  - Works with general managers to create, implement and track facility goals and strategies.

- Par 4 Golf Management September 2009 to June 2016
  Director of Golf Operations
  - Assisted in the development and implementation of the company mission, vision and company goals.
  - Development and implementation of company policies and procedures.
  - Payroll oversight and review.
  - Worked directly with each facility in creation, implementation and review of facility budgets.
  - Reviews facility financial performance looking for ways to improve both revenues and expenses.
  - Oversaw the golf course general managers and personnel.

- Worked with general managers to create, implement and track facility goals and strategies.

- Primm Valley Golf Club | Par 4 Golf Management January 2009 to July 2012
  Director of Golf
  - Oversaw the day to day operations of the facility to include golf and food and beverage operations.
  - Increased rounds of golf from 55,000 to 75,000 in the first year.
  - Reduced facility expenses over $500,000.
  - Helped take a facility losing $750,000 plus to a profitable status.

- Spanish Trail Country Club May 2003 to December 2008
  1st Assistant Golf Professional
  - Oversaw the day to day operations of the golf operations.
  - Created and implemented the golf policies and procedures.
  - Hired and trained player's services personnel.
  - Developed and ran the club tournament program.
  - Assisted in shop merchandise buying, displaying and sales.

Lesley Bowman, CPA | CFO

Lesley comes to Elite Golf with over 19 years of experience in the accounting and finance industry. After graduating from UNLV with a business finance degree, she would go on to get her master's in accounting and financial management at Keller Graduate School of Management. Lesley started her accounting career in the golf business at the Las Vegas Paiute Resort. After gaining some valuable experience she would leave Paiute to join Clubcorp at their Canyon Gate Country Club property as the Director of Accounting. Her success at Canyon Gate garnered her attention from corporate and led her to taking on Clubcorp's Bears Best Golf Club as well. Lesley would move on from Clubcorp joining Kemper Sports to be the Club Controller overseeing the City of Ventura's two golf course properties, Olivas Links and Buenaventura Golf Course. Her skills were undeniable and she was recruited away from the golf business landing the Director of Accounting for Wyndham Consumer Finance at Travel and Leisure. Lesley brings a history of success in the accounting world to Elite Golf and is sure to help grow each of our facilities with her excellent communication skills and the ability to build strong relationships while developing teams that strive for process improvements.

- Travel + Leisure April 2016 to June 2023
  Director of Accounting, Wyndham Consumer Finance
  Accounting Manager, August 2015 – April 2016
  - Manage and mentor team of 10 responsible for the accounting functions related to North American loan portfolio including Net Interest Income and Provision as well as accounting for receivables, allowance, debt and cash activity.
  - Responsible to ensure the timely and accurate execution of the month-end close, reporting and reconciliation cycle, the identification and implementation of necessary controls whereby ensuring the Company's financial statements are reported in conformity with GAAP. Coordinates/oversees the general accounting

function of the resort sites/corporate locations while providing useful information to the Company's decision makers.
- Oversees the preparation of journal entries, reconciliations and/or quarterly and annual financial statements ensuring the company's external financial statements are in compliance with SEC and GAAP requirements.
- Acts as one of the primary contacts for the Corporate Internal Reporting Group, Corporate Tax Group, and the external audit team, and will be responsible for coordinating with other groups within the Accounting Department and WVO.
- Designs, implements, documents and maintains policies and procedures that support efficient and effective processes as well as maintains strong internal controls.
- Directs, manages and supervises the preparation of quarterly and annual financial and tax reporting packages, as well as ad-hoc schedules and analyses as requested by the company's executive management and WVO finance teams and/or provides accounting support to the field and finance teams.
- Coordinate/complete all supplemental internal and external reporting requirements as determined by the parent company and/or management
- Conduct monthly review/update of closing procedures to ensure all task are complete/listed and the Company's financial statements are reported in conformity with GAAP.
- Work with Management and staff to achieve Operational Goals and Objectives as determined by upper management.

- American Homes 4 Rent, LLC November 2012 – August 2015
  Senior Accounting Manager
  American Homes 4 Rent, LLC is a fast paced, rapidly growing property management company that acquired over 36,000 properties during my tenure. Came on board as an Accounting Manager in Malibu, CA and transferred to the Las Vegas, NV office in March 2014 to build accounting department and promoted to Senior Accounting Manager.
  - Financial reporting to Executive Management.
  - Team that took AMH public on August 1, 2013.
  - Designs, implements, documents and maintains policies and procedures that support efficient and effective processes as well as maintains strong internal controls.
  - Recruit, hire and train staff in both California and Las Vegas locations. Grew accounting staff in California from a team of four to a team of thirty-one. Grew accounting staff in Las Vegas from a team of one to a team of thirty.
  - Worked closely with external auditors on quarterly and yearly deliverables and internal auditors through SOX compliance.
  - Provided detailed analysis with narrative to explain fluxes in revenue and expense to senior management.
  - Ensure the timely and accurate preparation of journal entries, reconciliations and/or quarterly and annual financial statements ensuring the Company's external financial statements are in compliance with SEC and GAAP requirements.

- Managed Accounts Payable team of 30 for four-month interim period on top of regular duties and staff.
- Made numerous trips for the company for audit, training, acquisitions and development.
- Heavily involved in the acquisition of Beazer Homes.
- Responsible for preparation and compliance of Securitizations at a property level.
- Heavily involved in the software conversion from Gre.at Plains and Appfolio to Yardi.
- Developed processes for compliance with broker laws and lender requirements.
- Developed property management guidelines to ensure that 3rd party Property Managers are compliant of the needs of our organization.
- Developed and executed audits for thirty-three 3rd party property managers

- Kemper Sports Property Management March 2010 – December 2012
  Olivas Links & Buenaventura Golf Course
  Club Controller
  - Documentation and implementation of internal controls for Ventura Properties.
  - Develop and implement policies and procedures to control and coordinate accounting, auditing, budgets, payroll, taxes and related financial activities and records.
  - Human resources and payroll for 80 employees.
  - Assure the efficient and timely submission of all required operational, financial, budgetary and related reports.
  - Responsible for AP, A/R and sales and use tax return.
  - Prepare, verify and disseminate monthly financial statements, supporting schedules, statistical analyses and accounting reports as necessary and appropriate for club management, the Home Office and the client.
  - Ensure all cash and receipts are collected and proper bank deposits are made. Perform daily reconciliation of POS revenues, tax liabilities, cost of goods sold, cash and charge receipts. Prepare the cash report and reconcile bank statements.
  - Effectively interact in a positive and professional manner and maintain relationships with clients and fellow coworkers.
  - Monitor expenditures and advise management about variances relative to the budget and financial aspects of their areas.
  - Direct, participate in and verify the taking of various inventories for beverages, food, supplies, merchandise and equipment. Approve inventory work sheets and spot check cross checked prices.
  - Maintains all accounting records and is responsible for development, analysis and interpretation of statistical and accounting information

Cupit, Milligan, Ogden & Williams - Public Accounting August 2009 – March 2010
Accountant
- Responsible for completing tax Returns, audits, compilations of financial statements, financial analysis.
- Prepare accurate financials and tax returns in a timely fashion.

Clubcorp March 2008 – August 2009
Canyon Gate Country Club & Bear's Best Las Vegas
Director of Club Accounting

- Responsible for all accounting matters related to the clubs including the timely and accurate production of financial statements in accordance with GAAP.
- Assist the general manager through analysis of the club's financial information recommending or implementing changes to club policy and procedure, staying current on changes in corporate policy and procedure and taking necessary actions to prevent loss.
- Responsible for monthly reconciliations of all general ledger accounts for two properties including bank reconciliations, capital accounts, taxes, deferred revenue accounts and liabilities.
- Budgeting with financial analysis.
- Monthly inventories with multiple venues.
- Accounts receivable for 1200 accounts including collection efforts with success.
- Payroll and human resources for 100+ employees.

Las Vegas Paiute Golf Resort October 2004 – March 2008
Accountant II

- Started as an accounting clerk and worked my way up to Accountant II.
- Responsible for supervising staff accountant.
- Fund Accounting.
- Responsible for producing daily, monthly and yearly reports.
- Reconciling bank accounts, daily deposits, ordering money.
- Accounts Payable with fund accounting, Accounts Receivable, tracking the fixed assets and associated depreciation, monthly and yearly journal entries and adjusting entries to the general ledger, calculating cost of goods sold.

Letters of Recommendation

Mayor
Pamela A. Goynes-Brown

Council Members
Scott Brown
Ruth Garcia-Anderson
Isaac E. Barron
Richard J. Cherchio

City Manager
Ryann Juden



Neighborhood and Leisure Service –Director Cass Palmer
851 W. Lone Mountain Rd · North Las Vegas, Nevada 89031
Telephone: (702) 633-1172 · Fax: (702) 399-8486 · TDD: (800) 326-6868
www.cityofnorthlasvegas.com

To whom it may concern: February 12, 2024

Owner Keith Flatt and his Elite Golf team consistently create "Great Golf Experiences" at our Aliante Golf Course in the City of North Las Vegas!
For the past six years, Elite Golf has gone the extra mile delivering value beyond the customers expectations, always leaving a positive impression thereby increasing customer loyalty!
Owner Keith Flatt has created a wonderful golf team focused on providing the best customers service making our golfing community feeling valued and coming back for more fun!
Elite Golf's philosophy is simple yet powerful. . .
Providing excellent service by recognizing customer needs before they even know it!
Consistently providing leading edge customer support via personal email, phone or social media to ensure their needs are addressed quickly and appropriately!
Elite Golf's management's depth of experience provides daily assurance that our golfers are in the best of hands. Their calm and confidential decision making starts with smart hire, proper equipment selection, precise tee sheet management, quality merchandise, tasty food and beverage options, pleasing course aesthetics and culminating in increasing revenue streams!
"What you see is what you get" with Keith and his superb Elite Golf team . . . simple, straight forward, solid golf course management, protecting our golf course, our citizen golfers and our priceless brand!
Please contact me if I can be of further assistance.

Best,

Cass Palmer
Director
City of North Las Vegas
Parks and Recreation Department
palmerc@cityofnorthlasvegas.com
702-494-7766

February 12, 2024

To Whom It May Concern:

As City Manager, I typically don't write letters of recommendation. Elite Golf, under the leadership of Keith Flatt, has earned an exception. Elite Golf saved Benbrook's Whitestone Golf Club from shutting down. The course had suffered during the golf industries' economic downturn. Under prior management of the course, play was down, course conditions were awful and the courses' reputation was tarnished. While other golf management companies did not have the vision to restore and operate Whitestone Golf Club, Elite Golf saw potential and assumed management of the course.

Elite Golf invested wisely in the course, using good common sense and their years of combined experience to greatly improve course conditions. Unsurprisingly, once course conditions improved, the golfers came back. This, combined with Elite Golf's excellent customer service, has made Whitestone Golf Club a financial success. We are proud that Whitestone Golf Club will host a U. S. Open qualifier in May.

Sincerely,

Andy Wayman
City Manager

911 Winscott Road • P.O. Box 26569 • Benbrook, Texas 76126-0569 • 817-249-3000 • FAX 817-249-0884 • www.benbrook-tx.gov

IRVING
TEXAS

February 12, 2024

RE: Elite Golf

The City of Irving ("COI") contracted with Elite Golf to assist city staff in overseeing the renovations of Irving Golf Club, formerly Twin Wells Golf Course. Elite did an excellent job throughout the renovation phase of the project. The property was well maintained, city staff was kept informed as needed, and the project remained on track through completion.

In August of 2019, upon completion of the renovations, COI entered into a management agreement with Elite Golf at Irving Golf Club, LLC, to take over daily operations at the newly renovated course. The Elite team has continued to excel in their management of course operations and facility maintenance.

We have been extremely pleased with the level of service and professionalism provided by Elite and I have no reservation recommending them for your project. Please feel free to contact me if there are any specific questions or concerns you would like to discuss.

Thank you,

Joseph Moses
Director of Parks and Recreation
City of Irving
972-721-2504

E-Verification Documents





Company ID Number: 234588

Client Company ID Number: 1715596

Approved by:

Employer ELITE AT MISSION ROYALE GOLF CLUB LLC	
Name (Please Type or Print) Vanessa Morales	**Title**
Signature Electronically Signed	**Date** 07/13/2021
E-Verify Employer Agent AdvanStaff HR	
Name (Please Type or Print) Vanessa Morales	**Title**
Signature Electronically Signed	**Date** 07/13/2021
Department of Homeland Security – Verification Division	
Name (Please Type or Print) USCIS Verification Division	**Title**
Signature Electronically Signed	**Date** 07/13/2021

E-Verify

E-VERIFY IS A SERVICE OF DHS AND SSA

Company ID Number: 234588 **Client Company ID Number:** 1757906

Approved by:

Employer ELITE AT OAKWING GOLF CLUB LLC	
Name (Please Type or Print) Vanessa Morales	**Title**
Signature Electronically Signed	**Date** 11/10/2021
E-Verify Employer Agent AdvanStaff HR	
Name (Please Type or Print) Vanessa Morales	**Title**
Signature Electronically Signed	**Date** 11/10/2021
Department of Homeland Security – Verification Division	
Name (Please Type or Print) USCIS Verification Division	**Title**
Signature Electronically Signed	**Date** 12/07/2021





Company ID Number: 234588 **Client Company ID Number:** 1715602

Approved by:

Employer ELITE AT SOUTHERN OAKS GOLF CLUB LLC	
Name (Please Type or Print) Vanessa Morales	**Title**
Signature Electronically Signed	**Date** 07/13/2021
E-Verify Employer Agent AdvanStaff HR	
Name (Please Type or Print) Vanessa Morales	**Title**
Signature Electronically Signed	**Date** 07/13/2021
Department of Homeland Security – Verification Division	
Name (Please Type or Print) USCIS Verification Division	**Title**
Signature Electronically Signed	**Date** 07/13/2021

E-Verify

E-VERIFY IS A SERVICE OF DHS AND SSA

Company ID Number: 234588

Client Company ID Number: 1242556

Approved by:

Employer ALIANTE GOLF CLUB	
Name (Please Type or Print) BRITTANY CRAM	**Title**
Signature Electronically Signed	**Date** 10/27/2017
E-Verify Employer Agent AdvanStaff HR	
Name (Please Type or Print) BRITTANY CRAM	**Title**
Signature Electronically Signed	**Date** 10/27/2017
Department of Homeland Security – Verification Division	
Name (Please Type or Print) USCIS Verification Division	**Title**
Signature Electronically Signed	**Date** 11/09/2017

Job Descriptions of Course Key Personnel

General Manager/Director of Golf

The general manager will oversee the property and report to Elite Golf executive management and will work with City officials. We would prefer the general manager have previous management experience in a similar position. We would prefer to have a manager that is a current member of the PGA in good standing.

General responsibilities

- Promote the game of golf, the facility, and the Elite Golf philosophy.
- Conduct self in a friendly, courteous and hospitable manner with all members/guests/staff members.
- Manage and oversee department heads.
    - Oversee the hiring, training and replacement of staff members within each department
- Maintain a close relationship with department heads.
- Oversee and enforce facility policies and procedures.
- Manage and participate in all day to day operations and procedures.
- Keep a well maintained facility.
- Promote participation in tournaments and events at the facility.
- Train and further the education of upcoming PGA professionals, apprentices and department heads.
- Any other duties as may be assigned by executive management.

Job specific responsibilities

- Planning, Finance, Regulations
    - Develops / coordinates the development of long range and annual business plans.
    - Coordinates the development of operating and capital budgets.
    - Analyzes and monitors financial statements, and reviews income and expenses relative to plans, implements corrective measures as needed and reports status on a monthly basis.
    - Makes recommendations for capital improvements, supplies and equipment.
    - Assures operational compliance with local, state and federal laws.
    - Maintains knowledge and compliance with all lease terms and contractual obligations.
- Administration
    - Develops and maintains a sound organizational structure.
    - Oversees the development of operating procedures and training manuals.
    - Develops emergency and safety procedures.
    - Oversees and works with department heads to schedule, supervise and direct work of facility staff.
    - Conducts regularly scheduled staff meetings.
    - Attends executive meetings.
    - Communicates to Elite Golf and course ownership on a structured and timely basis.

- Operations
    - Develops/implements general policies. Approves specific operational policies, programs, and procedures in harmony with the mission and general policies.
    - Monitors the performance of all daily operations, functions and services; assures high standards and total customer satisfaction.
    - Ensure open communication and high visibility to customers and staff by conducting daily walk-throughs of the facility.
    - Establishes personnel policies; ensures proper hiring, training, supervising, personal development and corrective action in accordance with fair labor standards and safety.
    - Ensures accurate recording of hourly labor and timely, accurate payroll processing.
    - Works with accounting to manage and oversee all accounting, inventories, banking, audit procedures, cash flow, and establishes controls to safeguard funds and assets.
    - Oversees the care and maintenance of all physical assets and facilities.
    - Coordinates the marketing and promotional programs to promote facility services and amenities.
    - Ensures the highest standards for golf services and programs, golf course and practice areas, food and beverage, recreation, entertainment and other facility services.
    - Establishes and monitors compliance with all purchasing policies and procedures.
    - Ensures and initiates programs to provide customers with a variety of innovative functions, programs and events.
    - Provide resolution of escalated customer service issues.
- Knowledge, Skills and Traits
    - Fundamental knowledge of the game of golf, rules of golf, golf facility operations and tournament operations.
    - Fundamental supervisory practices and principles.
    - Act as a role model for all employees by demonstrating the behavior and work ethic expected of all employees.
    - Strong organizational, planning and prioritization skills.
    - Self-motivated with desire to promote and market.
    - Experienced in written and oral business communications.
    - Experienced computer user including; Microsoft Word and Excel. Proficient in other applications, i.e. email, internet, tournament and database.
    - Maintain and promote a positive professional image within the community.

Golf Course Superintendent

The golf course superintendent will report to the general manager and the Elite Golf executive team while working with City officials. We would also prefer that the golf course superintendent is an active member of the Golf Course Superintendents Association with a Class A classification. We will make sure that the golf course superintendent has all necessary licenses and permits to perform their job such as a state pesticide applicator license.

General responsibilities

- Promote the game of golf, the facility, and the Elite Golf philosophy.
- Conduct self in a friendly, courteous and hospitable manner with all members/guests/staff members.
- Manage and oversee the golf course maintenance department.
    - Oversee the hiring, training and replacement of staff members.
- Maintain a close relationship with other department heads.
- Oversee and enforce facility policies and procedures.
- Manage and participate in all day to day operations and procedures of the department.
- Keep a well maintained course, facility and maintenance yard.
- Train and further the education of upcoming superintendents and staff members looking to better their careers.
- Any other duties as may be assigned by executive management.

Job specific responsibilities

- Planning, Finance, Regulations
    - Develops / coordinates the development of long range and annual business plans with regards to the golf course.
    - Coordinates the development of operating and capital budgets for the golf course.
    - Analyzes and monitors financial statements, and reviews income and expenses relative to plans, implements corrective measures as needed and reports status on a monthly basis.
    - Makes recommendations for capital improvements, supplies and equipment.
    - Assures operational compliance with local, state and federal laws.
    - Maintains knowledge and compliance with all lease terms and contractual obligations.
- Administration
    - Develops and maintains a sound organizational structure.
    - Oversees the development of operating procedures and training manuals.
    - Develops emergency and safety procedures.
    - Oversees scheduling and work of the maintenance department.
    - Conducts regularly scheduled staff meetings with the maintenance crew.
    - Attends managers meetings.
    - Communicates to the general manager and Elite Golf on a structured and timely basis.
- Operations
    - Implements and adheres to the Elite Golf maintenance standards.
    - Oversees the care and maintenance of the turf and landscaping at the facility.

    - Monitors utility programs to control water and electricity costs while providing specific reports to track water usage.
    - Implements, oversees and records the facility fertility and pesticide programs in compliance with all city, state and federal laws.
    - Implements and oversees daily, weekly, monthly and yearly maintenance programs such as verticutting, aerifications, and other routine maintenance.
    - Ensures accurate recording of hourly labor and timely, accurate payroll processing.
    - Oversees the care and maintenance of all physical assets in the department.
    - Establishes and monitors compliance with all purchasing policies and procedures.
    - Provide resolution of escalated customer service issues.
- Knowledge, Skills and Traits
    - Fundamental knowledge of the game of golf, rules of golf, and golf course maintenance programs.
    - Knowledge of the use of fertilizers and pesticides.
    - Fundamental supervisory practices and principles.
    - Act as a role model for all employees by demonstrating the behavior and work ethic expected of all employees.
    - Strong organizational, planning and prioritization skills.
    - Self-motivated.
    - Maintain and promote a positive professional image within the community.

Department Budgets

Forest Lake Golf Club
Golf Operations Budget

Revenues	Year 1	Year 2	Year 3	Year 4	Year 5
Golf					
Green Fees	2,760,000	2,850,000	2,907,000	2,965,140	3,024,443
Range Fees	150,000	200,000	225,000	225,000	245,000
Merchandise	180,000	200,000	215,000	225,000	235,000
Rental Clubs	36,000	40,000	45,000	50,000	55,000
Golf Cart Fees	9,000	10,000	11,000	12,000	13,000
Total Golf	**3,135,000**	**3,300,000**	**3,403,000**	**3,477,140**	**3,572,443**

Cost of Goods Sold					
Golf					
COS - Pro Shop Merchandise	126,000	140,000	150,500	157,500	164,500
GPS	54,000	54,000	54,000	54,000	54,000
Purchase Discounts	-1,200	-1,200	-1,200	-1,200	-1,200
Total Golf Cost of Goods Sold	**178,800**	**192,800**	**203,300**	**210,300**	**217,300**
Gross Income	**2,956,200**	**3,107,200**	**3,199,700**	**3,266,840**	**3,355,143**

Expenses

Payroll	Year 1	Year 2	Year 3	Year 4	Year 5
Golf					
Payroll - Regular	343,000	353,290	363,889	374,805	386,050
Payroll - Overtime	6,000	6,000	6,000	6,000	6,000
Payroll Taxes	34,900	35,929	36,989	38,081	39,205
Dental Insurance	600	618	637	656	675
Health Insurance and Benefits	12,000	12,360	12,731	13,113	13,506
Workers' Comp Insurance	6,980	7,186	7,398	7,616	7,841
Employee Hiring Expense	0	0	0	0	0
Employee-Incentives	3,600	3,600	3,600	3,600	3,600
Total Golf Payroll	**407,080**	**418,983**	**431,243**	**443,870**	**456,877**

Operating Expenses	Year 1	Year 2	Year 3	Year 4	Year 5
Golf					
Cash Short(Over)	0	0	0	0	0
Credit Card Fees	62,700	66,000	68,060	69,543	71,449
Software Expense	3,000	3,000	3,000	3,000	3,000
Driving Ranges	16,000	16,000	17,500	18,000	18,000
Dues and Subscriptions	7,000	73,000	75,000	75,000	75,000
Training & Education	0	0	0	0	0
Equipment Lease	120,000	120,000	120,000	120,000	120,000
Equipment Repairs and Maint	12,000	14,000	16,000	16,000	17,000
General Supplies	7,200	7,000	8,000	8,000	9,000
Member Supplies	18,000	18,000	18,000	19,000	19,000

Forest Lake Golf Club
Golf Operations Budget

Office Supplies	0	0	0	0	0
Postage & Freight	0	0	0	0	0
Small Equipment	1,500	1,500	2,000	2,000	2,000
Uniforms	4,000	4,000	4,500	4,500	5,000
Small Tools	1,000	1,250	1,250	1,250	1,250
Total Golf Operating Expenses	**252,400**	**323,750**	**333,310**	**336,293**	**340,699**

Facilities Maintenance	Year 1	Year 2	Year 3	Year 4	Year 5
Golf					
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
Total Golf Facilities Maintenance	**0**	**0**	**0**	**0**	**0**

Fixed Charges

Golf					
	0	0	0	0	0
	0	0	0	0	0
Total Golf Fixed Charges	**0**	**0**	**0**	**0**	**0**

Total Expenses	**659,480**	**742,733**	**764,553**	**780,163**	**797,576**
Net Profit/Loss	**2,296,720**	**2,364,467**	**2,435,147**	**2,486,677**	**2,557,567**

Forest Lake Golf Club

Food & Beverage Operations Budget

Revenues

	Year 1	Year 2	Year 3	Year 4	Year 5
Food					
Food Sales	168,000	175,000	180,250	185,658	191,227
NA Beverage Sales	60,000	63,000	64,890	66,837	68,842
Beer Sales	204,000	220,000	228,000	234,840	241,885
Liquor Sales	132,000	140,000	144,000	148,320	152,770
Total F&B	**564,000**	**598,000**	**617,140**	**635,654**	**654,724**

Cost of Goods Sold	Year 1	Year 2	Year 3	Year 4	Year 5
Food & Beverage					
COS Food	67,200	70,000	72,100	74,263	76,491
COS NA Bev	36,000	37,800	38,934	40,102	41,305
COS Beer	57,120	61,600	63,840	65,755	67,728
COS Liquor	30,360	32,200	33,120	34,114	35,137
Total F&B Cost of Goods Sold	**190,680**	**201,600**	**207,994**	**214,234**	**220,661**
Gross Income	**373,320**	**396,400**	**409,146**	**421,420**	**434,063**

Expenses

Payroll	Year 1	Year 2	Year 3	Year 4	Year 5
Food & Beverage					
Payroll - Regular	240,000	247,200	254,616	262,254	270,122
Payroll - Overtime	6,000	6,000	6,000	6,000	6,000
Payroll Taxes	30,750	31,650	32,577	33,532	34,515
Dental Insurance	0	0	0	0	0
Health Insurance and Benefits	0	0	0	0	0
Workers' Comp Insurance	4,920	5,064	5,212	5,365	5,522
Employee-Incentives	1,200	1,236	1,273	1,311	1,351
Total F&B Payroll	**282,870**	**291,150**	**299,678**	**308,463**	**317,510**

Operating Expenses	Year 1	Year 2	Year 3	Year 4	Year 5
Food & Beverage					
Cash Short(Over)	0	0	0	0	0
Equipment Rental	9,000	9,000	9,000	9,000	9,000
Credit Card Fees	19,740	20,930	21,600	22,248	22,915
China, Glassware, Silverware	1,000	1,000	1,000	1,000	1,000
Cleaning Supplies	3,000	3,000	3,250	3,250	3,500
Equipment Repairs and Maint	6,000	6,180	6,365	6,556	6,753
General Supplies	3,600	3,600	3,800	4,000	4,200
License and Permits	2,000	2,000	2,250	2,250	2,500
Linens	6,000	6,180	6,365	6,556	6,753
Paper & Plastic	12,000	12,360	12,731	13,113	13,506
Uniforms	3,500	3,500	3,500	4,000	4,000
Utensils-Kitchen Supplies	1,000	2,000	2,250	2,250	2,300
Small Equipment	1,000	2,000	2,250	2,250	2,250
Total F&B Operating Expenses	**67,840**	**71,750**	**74,362**	**76,473**	**78,678**

Forest Lake Golf Club

Food & Beverage Operations Budget	Year 1	Year 2	Year 3	Year 4	Year 5
Facilities Maintenance	Year 1	Year 2	Year 3	Year 4	Year 5
Food & Beverage					
	0	0	0	0	0
	0				
Total F&B Facilities Maintenance	0	0	0	0	0
Fixed Charges					
Food & Beverage					
	0				
	0				
Total F&B Fixed Charges	0	0	0	0	0
Total Expenses	350,710	362,900	374,040	384,936	396,188
Net Profit/Loss	22,610	33,500	35,106	36,484	37,875

Forest Lake Golf Club

Golf Maintenance Operations Budget

Expenses	Year 1	Year 2	Year 3	Year 4	Year 5
Payroll					
Golf Maintenance					
Payroll - Regular	468,000	477,360	486,907	496,645	511,545
Payroll - Overtime	12,000	12,360	12,731	13,113	13,506
Payroll Taxes	43,200	44,075	44,967	45,878	47,255
Health Insurance and Benefits	12,000	12,360	12,731	13,113	13,506
Dental Insurance	600	618	637	656	675
Workers' Comp Insurance	9,600	9,794	9,993	10,195	10,501
Employee-Incentives	6,200	6,386	6,578	6,775	6,978
Total Golf Maintenance Payroll	**551,600**	**562,953**	**574,543**	**586,375**	**603,966**

Operating Expenses	Year 1	Year 2	Year 3	Year 4	Year 5
Golf Maintenance					
Equipment Rental	0	0	0	0	0
Equipment Leases	192,000	192,000	192,000	192,000	192,000
Equipment Repairs and Maint	36,000	36,000	37,000	37,000	38,000
Dues & Subscriptions	4,800	4,800	5,000	5,000	5,100
Training & Education	3,600	3,708	3,819	3,934	4,052
Applicants & Chemiclas	60,000	61,800	63,654	65,564	67,531
Fertilizers	60,000	61,800	63,654	65,564	67,531
Gasoline and Lubricants Maintenance	30,000	30,000	30,000	31,000	31,000
General Supplies	6,000	6,100	6,200	6,300	6,400
Golf Course Repairs & Maintenance	6,000	6,180	6,365	6,556	6,753
Irrigation R&M	36,000	36,000	37,000	37,000	38,000
Contract Maintenance	18,000	18,540	19,096	19,669	20,259
License and Permits	1,500	1,545	1,591	1,639	1,688
Sand, Gravel, Topdressing Maintenance	30,000	30,000	31,000	31,000	32,000
Seed, Flowers Shrub	95,000	95,000	97,000	97,000	99,000
Small Equipment	4,000	4,000	4,100	4,100	4,200
Small Tools	2,000	2,000	2,100	2,100	2,200
Telephone Internet	3,600	3,600	3,700	3,700	3,800
Security	2,400	2,400	2,500	2,500	2,600
Uniforms & Linens	9,000	9,000	9,100	9,100	9,200
Total Golf Maintenance Expenses	**599,900**	**604,473**	**614,880**	**620,726**	**631,313**

Facilities Maintenance	Year 1	Year 2	Year 3	Year 4	Year 5
Golf Maintenance					
Water & Sewer	12,000	12,360	12,731	13,113	13,506
Gas & Propane	3,600	3,708	3,819	3,934	4,052
Electricity	24,000	24,720	25,462	26,225	27,012
Building Repairs	6,000	6,180	6,365	6,556	6,753
Pest Control	3,000	3,090	3,183	3,278	3,377
Total Golf Maintenance Facilities Maintenance	**48,600**	**50,058**	**51,560**	**53,107**	**54,700**

Fixed Charges					
Golf Maintenance					
	0				
	0				
Total Golf Maintenance Fixed Charges	**0**	**0**	**0**	**0**	**0**

Total Expenses	**1,200,100**	**1,217,484**	**1,240,983**	**1,260,207**	**1,289,979**
Net Profit/Loss	**-1,200,100**	**-1,217,484**	**-1,240,983**	**-1,260,207**	**-1,289,979**

Forest Lake Golf Club

G&A Operations Budget

Revenues

G&A	Year 1	Year 2	Year 3	Year 4	Year 5
	0				
	0				
	0				
Total G&A	0	0	0	0	0
Gross Income	0	0	0	0	0

Expenses

Payroll

G&A	Year 1	Year 2	Year 3	Year 4	Year 5
Payroll - Regular	130,800	134,724	138,766	142,929	147,217
Payroll Taxes	11,118	11,452	11,795	12,149	12,513
Dental Insurance	600	618	637	656	675
Health Insurance and Benefits	12,000	12,360	12,731	13,113	13,506
Workers' Comp Insurance	2,616	2,694	2,775	2,859	2,944
Employee-Incentives	7,750	7,750	7,750	7,750	7,750
Employee Hiring Expense	1,200	1,200	1,200	1,200	1,200
Total G&A Payroll	166,084	170,798	175,653	180,655	185,806

Operating Expenses

G&A	Year 1	Year 2	Year 3	Year 4	Year 5
Cleaning Supplies	6,000	6,180	6,365	6,556	6,753
Equipment Repair and Maint	6,000	6,180	6,365	6,556	6,753
General Supplies	6,000	6,180	6,365	6,556	6,753
Payroll Services	18,000	18,540	19,096	19,669	20,259
Credit Card Fees	6,000	6,180	6,365	6,556	6,753
Bank Fees	1,200	1,236	1,273	1,311	1,351
Office Supplies	3,600	3,708	3,819	3,934	4,052
Postage & Freight	2,400	2,472	2,546	2,623	2,701
Printing & Copying	1,800	1,854	1,910	1,967	2,026
Telephone & Cable	12,000	12,360	12,731	13,113	13,506
Computer Expenses	9,600	9,888	10,185	10,490	10,805
Dues and Subscriptions	6,000	6,180	6,365	6,556	6,753
Transportation	1,200	1,236	1,273	1,311	1,351
Uniforms	2,400	2,472	2,546	2,623	2,701
License & Permits	3,000	3,090	3,183	3,278	3,377
Advertising & Promotions	42,000	42,000	45,000	45,000	47,000
Security	3,600	3,708	3,819	3,934	4,052
Total G&A Operating Expenses	130,800	133,464	139,208	142,034	146,945

Forest Lake Golf Club
G&A Operations Budget

Facilities Maintenance

	Year 1	Year 2	Year 3	Year 4	Year 5
G&A					
Decorations & Flowers	600	600	600	600	600
Building Repair and Maint	12,000	12,000	13,000	13,000	14,000
Pest Control	3,000	3,000	3,100	3,100	3,200
Refuse Removal	9,000	9,270	9,548	9,835	10,130
Water & Sewer	24,000	24,720	25,462	26,225	27,012
Gas & Propane	6,000	6,180	6,365	6,556	6,753
Electricity	48,000	48,000	49,000	49,000	50,000
Total G&A Facilities Maintenance	102,600	103,770	107,075	108,316	111,695

Fixed Charges

G&A					
Liability Insurance	66,000	67,500	69,000	69,000	70,000
Sales/Use Tax	600	618	637	656	675
Personal Property Taxes	12,000	12,360	12,731	13,113	13,506
Real Estate Tax	60,000	60,000	62,000	62,000	64,000
	0				
Total G&A Fixed Charges	138,600	140,478	144,367	144,768	148,181
Total Expenses	538,084	548,510	566,304	575,773	592,627
Net Profit/Loss	-538,084	-548,510	-566,304	-575,773	-592,627

Other Expenses

Other Expenses					
Capital Improvements	150,000	150,000	150,000	150,000	150,000
City Lease	250,000	250,000	250,000	250,000	250,000
City Revenue Percentage 2% pf Gross	73,980	77,960	80,403	82,256	84,543
Total Other Expenses	473,980	477,960	480,403	482,256	484,543
Net Profit/Loss After Depreciation	-1,012,064	-1,026,470	-1,046,707	-1,058,029	-1,077,170

Attachment "I"
Proposer's Questionnaire

The Proposer recognizes that in selecting a company/agent, the City of Ocoee shall rely, in part, on the answers provided in response to this questionnaire. Accordingly, Proposer warrants to the best of its knowledge that all responses are true, correct, and complete. The City of Ocoee reserves the right to contact each and every reference listed below and shall be free from any liability to Proposer for conducting such inquiry.

Company Profile

1. Number of Years in Business: 15

2. Number of Employees: 472 (company wide)
   Number of Employees: _____ (servicing location) 6-10 corporate staff members approximately 40 onsite staff member

3. Annual Sales Volume: $26 Million (company wide)
   Number of Employees: _____ (servicing location) 6-10 corporate staff members approximately 40 onsite staff members

4. State that you shall provide a copy of your company's audited financial statements for the past two (2) years. We do not have audited financials, but we will provide the last 2 years financials for our company.
5. Is your company currently for sale or involved in any transaction to expend or to become acquired by another business entity? If yes, please explain the impact both in organizational and directional terms. No.

6. Provide any details of all past or pending litigation or claims filed against your company that would negatively impact your company's performance under an agreement with the City of Ocoee. We do not have any past or pending litigation or claims that would impat our performance with the City of Ocoee.
7. Is your company currently in default on any loan agreement or financing agreement with any bank, financial institution, or other entity? If yes, specify date(s), details, circumstances, and prospects for resolution. No.

Attachment "J"
City of Ocoee Execution of Offer Form

Request for Proposal

THIS FORM IS TO BE COMPLETED, SIGNED AND RETURNED WITH YOUR PROPOSAL.

PROPOSER AGREES TO PERFORM ALL WORK AS SET FORTH IN THIS REQUEST FOR PROPOSAL, AND IN ACCORDANCE WITH THE TERMS AND CONDITIONS AT THE PRICES SUBMITTED.

If requested, the Proposer shall furnish bonding with the following company as surety:

Name of Surety Company: Merchants National Bonding Inc

Address: PO Box 14498 Des Moines, IA 50306

Phone Number: 800.678.8171

Insurance Agent: Cragin & Pike

Address: 10000 W. Charleston Blvd Ste 200

Las Vegas, NV 89135

Phone Number: 702.877.1111

Contact Person: Kaley Campbell

THE PROPOSER IS HEREBY NOTIFIED THAT THIS DOCUMENT SHALL BE SIGNED IN INK IN ORDER FOR THE PROPOSAL TO BE ACCEPTED. BY SIGNING, THE PROPOSER CERTIFIES THAT HE/SHE SHALL COMPLY IN EVERY ASPECT WITH THE REQUEST FOR PROPOSAL, ADDENDUMS, PROPOSAL, ANY AND ALL EMAILS/LETTERS OF CLARIFICATION, BAFO, AND CONTRACT.

The proposal, if submitted by an individual, shall be signed by an individual; if submitted by a partnership, shall be signed by such member or members of the partnership as have authority to bind the partnership; if submitted by a corporation the same shall be signed by the President and attested by the Secretary or an Assistant Secretary. If not signed by the President as aforesaid, there must be attached a copy of that portion of the bylaws, or a copy of a Board resolution, duly certified by the Secretary, showing the authority of the person so signing on behalf of the corporation. In lieu thereof, the corporation may file such evidence with the administration, duly certified by the Secretary, together with a list of the names of those officers having authority to execute documents on behalf of the corporation, duly certified by the Secretary, which listing shall remain in full force and effect until such time as the administration is advised in writing to the contrary. In any case where a proposal is signed by an attorney in fact, the same must be accompanied by a copy of the appointing document, duly certified.

If an Individual:

NAME: _____

_____
Street and/or P.O. Box

_____ _____ _____ _____
City State Zip Code Fed ID or SSN

_____ _____
Signature Date

_____
Print Signature

WITNESS: _____
Signature

_____
Print Signature

If a Partnership:

NAME OF PARTNERSHIP: _____

_____
Street and/or P.O. Box

_____ _____ _____ _____
City State Zip Code Fed ID or SSN

BY: _____ _____
Signature Date

_____
Print Signature

TITLE: _____ WITNESS: _____
Signature

_____
Print Signature

If a Corporation:

NAME OF CORPORATION: Elite Golf Management LLC

3251 E. Warm Springs Rd Suite 100
Street and/or P.O. Box

Las Vegas	NV	89120	26-3993799
City	State	Zip Code	Fed ID or SSN

STATE OF INCORPORATION: Nevada

BY: _____ 7/29/25
Signature Date

Keith Flatt
Print Signature

TITLE: CEO & Owner WITNESS: _____
Secretary's Signature

Derrick Hunter
Print Signature

Remittance Address (if different than above):

Street and/or P.O. Box		
City	State	Zip Code

NOTE: Firms must use their **full legal** name. Generally, a corporation's name must end with a suffix indicating the corporate status of that business (i.e., Inc., Co., Corp., etc.). Individuals or corporations may indicate trade names with the individual or corporate name followed by "t/a" (trading as) or "d/b/a" (doing business as), respectively. Failure to use your **full legal** name may be cause for rejection of the proposal.

Contact for Administration

NAME: Derrick Hunter

TELEPHONE: 702.355.2670

EMAIL: Derrick@EliteGolf.com

Payment Remittance Address

3251 E. Warm Springs Rd Suite 100		
Street and/or P.O. Box		
Las Vegas	Nevada	89120
City	State	Zip Code

(Remainder of page left blank intentionally.)

Attachment "K"
Acknowledgement of Addenda

1. ACKNOWLEDGMENT OF ADDENDA:

Respondent acknowledges receipt of the following addenda:

No. 1	Dated	6/5/2025	KF
No. 2	Dated	6/20/2025	KF
No. 3	Dated	6/27/2025	KF
No. 4	Dated	7/11/2025	KF

(Remainder of page left blank intentionally.)

ocoee
florida

Attachment "L"

RFP #25-006 Conflict of Interest Disclosure Form

The award of this contract is subject to the provisions of Chapter 112, Florida Statutes, and all applicable federal, state, and local laws. All Bidders must disclose within their bid: the name of any City of Ocoee employee, Mayor or City Commissioner, other City Official, or City Consultants, who owns assets or capital stock, directly or indirectly, in the Bidder's firm or any of its branches, or would directly or indirectly benefit by the profits or emoluments of this Bid. (Indirect ownership or benefit applies to any members of his or her immediate family.) Bidder certifies that no member of the entity's ownership or management is presently applying for an employee position or actively seeking an elected position with the City. In the event that a conflict of interest is identified in the provision of services, Bidder agrees to immediately notify the City in writing.

The purpose of this disclosure form is to give the City the information needed to identify potential conflicts of interest for the City Commission, Staff, and other key City employees and consultants involved in the award and administration of this contract.

According to Chapter 112, Florida Statutes, the term "conflict of interest" "means a situation in which regard for a private interest tends to lead to disregard of a public duty or interest", and refers to situations in which financial or other personal considerations may adversely affect, or have the appearance of adversely affecting, an employee's professional judgment in exercising any City duty or responsibility in administration, management, instruction, research, or other professional activities.

Please check one of the following statements and attach additional documentation if necessary:

✓ To the best of our knowledge, the undersigned firm has no potential conflict of interest for this RFP.

____ The undersigned firm, by attachment to this form, submits information which may be a potential conflict of interest for this RFP.

Acknowledged by:

Elite Golf Management LLC
Firm Name

Signature

Keith Flatt CEO
Name and Title (Print or Type)

7/29/25
Date

Attachment "M"
Non-Collusion Affidavit

Keith Flatt, being first duly sworn deposes and says:

1. He/She is the Owner
(Owner, Partner, Office, Representative or Agent)
of Elite Golf Management LLC, the Bidder that has submitted the attached Bid;

2. He/She is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

3. Such Bid is genuine and is not a collusive or sham Bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affidavit, have in any way, colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted; or to refrains from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any Bidder, firm, or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit, or cost elements of the Bid price or the Bid price in any other Bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Contract;

5. The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Bidder or any other of its agents, representatives, owners, employees or parties in interest, including this affidavit.

By: Keith Flatt
Title: CEO

STATE OF Nevada
COUNTY OF Clark

Sworn to and subscribed before me by means of ☐ physical presence or ☐ online notarization, this 28 day of JULY, 2025, by Keith Flatt who ☐ is personally known to me or ☒ has presented Drivers License as identification.

Notary Public
My Commission Expires: 12/06/2027

NOTARY PUBLIC
STATE OF NEVADA
County of Clark
ALEXANDRA CHANOS
20-8851-01
My Appointment Expires December 6, 2027

Attachment "N" Drug-Free Workplace Certification

The undersigned Bidder, in accordance with Florida Statute 287.087, hereby certifies that it has a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

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, and 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 pleas 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 is 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.

Bidder: Elite Golf Managment LLC

Signature: KF

By: Keith Flatt
(Print or Type Name)

Title: CEO

Date: 7/29/25

Attachment "O"
Sworn Statement under Section 287.133(3)(A), Florida Statutes, on Public Entity Crimes

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to City of Ocoee, Florida by Elite Golf Management LLC by Keith Flatt CEO.
(Print individual's Name & Title)

whose business address is 3251 E. Warm Springs Rd Suite 100

Las Vegas NV 89120

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material representation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

   a. A predecessor or successor of a person convicted of a public entity crime: or

   b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a *prima facie* case

that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement I have marked below is true in relation to the entity submitting this sworn statement. (please indicate which statement applies).

✓ Neither the entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of this entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of this entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding concerning the conviction before a Hearing Officer of the State of Florida, Division of Administrative Hearings. The final order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Please attach a copy of the final order.)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH 7/29/2025. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

_____

(Signature)

Date: 7/28/25

Elite Golf Management LLC | Keith Flatt CEO

Name of Bidder (Contractor)

STATE OF Nevada

COUNTY OF Clark

Sworn to (or affirmed) and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 28 day of JULY, 2025, by Keith Flatt in the state of Nevada County of Clark.

Notary Public

My Commission Expires: 12/06/2027

NOTARY PUBLIC
STATE OF NEVADA
County of Clark
ALEXANDRA CHANOS
20-8851-01
My Appointment Expires December 6, 2027

Attachment "P"
Certification of Non-Segregated Facilities

Bidder certifies that he/she does not maintain or provide for its employees any segregated facilities at any of its establishments, and that employees are not permitted to perform their services at any location, under this control, where segregated facilities are maintained. Bidder certifies further that it will not maintain or provide for employees any segregated facilities at any of its establishments, and that Bidder will not permit its employees to perform their services at any location under Bidder's control where segregated facilities are maintained. Bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this Bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage and dressing areas, parking lots, drinking fountains, recreation or entertainment area, transportation, and housing facilities provided for employees on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. Bidder agrees that (except where Bidder has obtained identical certification from proposed subcontractors for specific time periods) Bidder will obtain identical certifications from proposed subcontractors, if any, prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that Bidder will retain such certifications in its files.

The nondiscriminatory guidelines as promulgated in Section 202, Executive Order 11246, and as amended by Executive Order 11375 and as amended, relative to Equal Opportunity for all persons and implementations of rules and regulations prescribed by the United States Secretary of Labor are incorporated herein.

The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

Date JULY 29, 2025.

By: Keith Flatt

CEO
(Title)

Official Address (including Zip Code):

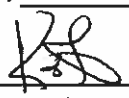
3251 E. Warm Springs Rd Suite 100

Las Vegas NV 89120

Attachment "Q"
Certification Regarding Scrutinized Companies' Lists

Bidder certifies that the company is not participating in a boycott of Israel. Bidder certifies that Bidder is not on the Scrutinized Companies that Boycott Israel List, not on the Scrutinized Companies with Activities in Sudan List, not on the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List, and is not engaged in business operations in Cuba or Syria, as those terms are used and defined in sections 287.135 and 215.473 of the Florida Statutes. In the event that Bidder is unable to provide such certification but still seeks to be considered for award of this solicitation, Bidder shall, on a separate piece of paper, clearly state that it is on one or both of the Scrutinized Companies lists and shall furnish together with its proposal a duly executed written explanation of the facts supporting any exception to the requirement for certification that it claims under Section 287.135 of the Florida Statutes. Bidder agrees to cooperate fully with the City in any investigation undertaken by the City to determine whether the claimed exception would be applicable. City shall have the right to terminate any contract resulting from this solicitation for default if Bidder is found to have submitted a false certification, or to have been placed on the Scrutinized Companies that Boycott Israel List, or to have been placed on the Scrutinized Companies for Activities in Sudan List, or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria.

Bidder: Elite Golf Management LLC

By: 

(Authorized Signature)

Printed Name and Title: Keith Flatt CEO

Date: 7/29/25

Attachment "R"
Human Trafficking Affidavit

The undersigned, on behalf of Contractor, hereby attests as follows:

1. Contractor understands and affirms that Section 787.06(13), Florida Statutes, prohibits the City of Ocoee from executing, renewing, or extending a contract to entities that use coercion for labor or services.
2. Contractor hereby attests, under penalty of perjury, that Contractor does not use coercion for labor or services as defined in Section 787.06(2), Florida Statutes.

I, the undersigned, am an officer or representative of the non-governmental entity named below, and hereby represent that I: make the above attestation based upon personal knowledge; am over the age of 18 years and otherwise competent to make the above attestation; and am authorized to legally bind, and make the above attestation on behalf of, the Contractor. Under penalties of perjury, I declare that I have read the forgoing document and that the facts stated in it are true.

By: _____
Print Name: Keith Flatt
Print Title: CEO
Company Name: Elite Golf Management LLC

STATE OF Nevada
COUNTY OF Clark

The foregoing instrument was sworn to and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 28 day of JULY, 2025, by Keith Flatt, as CEO of Elite Golf Management, LLC who is ☐ personally known to me or ☒ produced Drivers License as identification.

_____
Notary Public Signature
Print Notary Name: _____
My Commission Expires: _____

(Seal)

NOTARY PUBLIC
STATE OF NEVADA
County of Clark
ALEXANDRA CHANOS
20-8851-01
My Appointment Expires December 6, 2027

Attachment "S" Company Not an Entity of Foreign Country of Concern

In accordance with Florida Statute 287.138 and for purposes of this affidavit, "foreign country of concern" means the People's Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People's Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolas Maduro, or the Syrian Arab Republic, including any agency of or any other entity of significant control of such foreign country of concern.

The undersigned, on behalf of the entity listed below hereby attests under penalty of perjury as follows:

1. I am an officer or representative of Elite Golf Management LLC (hereinafter "Entity"), and I am authorized to provide this affidavit on its behalf.
2. Entity is not owned by the government of a foreign country of concern.
3. No government of a foreign country of concern has a controlling interest in Entity.
4. Entity is not organized under the laws of or has its principal place of business in a foreign country of concern.
5. If, at any time in the future, Entity does become owned by a foreign country of concern, if a foreign country of concern acquires a controlling interest in Entity, or Entity becomes organized under the laws of or relocated to a foreign country of concern, Entity will immediately notify the City of Ocoee and no contracts may be executed, renewed, or extended between the parties.
6. I have read the foregoing affidavit and confirm that the facts stated in it are true, and are made for the benefit of, and reliance by the City of Ocoee.

Authorized Signature: K F

Printed Name: Keith Flatt

Title: CEO

STATE OF Nevada

COUNTY OF Clark

The foregoing instrument was acknowledged ☐ by physical means / ☐ by electronic means before me this 20th day of JULY 2025 by Keith Flatt, who ☐ is personally known to me / ☒ presented Drivers License as identification and who ☒ did / ☐ did not take an oath.

Notary Public Commission Seal:

NOTARY PUBLIC
STATE OF NEVADA
County of Clark
ALEXANDRA CHANOS
20-8851-01
My Appointment Expires December 6, 2027

Print Name: Alexandra Chanos

Attachment "T"
Contractor E-Verify Affidavit

I hereby certify that Elite Golf Managment LLC [insert contractor company name] does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

A true and correct copy of Elite Golf Management LLC [insert contractor company name] **proof of registration in the E-Verify system is attached to this Affidavit.**

KF

Print Name: Keith Flatt CEO

Date: JULY 28, 2025

STATE OF Nevada

COUNTY OF Clark

The foregoing instrument was acknowledged before me by means of ☒physical presence or ☐online notarization, this JULY 28, 2025 (date) by Keith Flatt (name of officer or agent, title of officer or agent) of Elite Golf Management, LLC (name of contractor company acknowledging), a Nevada (state or place of incorporation) corporation, on behalf of the corporation. He/she is personally known to me or has produced _____ (type of identification) as identification.

[Notary Seal]

Notary Public

Alexandra Chanos

Name typed, printed or stamped

My Commission Expires: 12/06/2027

NOTARY PUBLIC
STATE OF NEVADA
County of Clark
ALEXANDRA CHANOS
20-6851-01
My Appointment Expires December 6, 2027

Response to Request for Proposals RFP #25-006

FOR THE LEASE AND OPERATION OF THE FOREST LAKE GOLF CLUB

Prepared for:

THE CITY OF OCOEE

Submitted 8/5/2025



OLIPHANT GOLF MANAGEMENT
3046 VILLAGE PARK DRIVE
PLOVER, WISCONSIN 54467
715-544-6588
www.oliphantgolf.com



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Transmittal Letter

We are excited to submit our proposal for the lease and operation of the Forest Lake Golf Club (FLGC) on behalf of the City of Ocoee. Oliphant Golf Management (OGM), an LLC and S Corporation, is confident that our 30 years of golf course expertise perfectly align with FLGC's needs and the City's vision for a high-quality, affordable community asset. As OGM's owner, residing nearby in Ocala with my young family, I am deeply committed to growing our company in Florida and enhancing FLGC as a regional gem.

Founded in 1996 as a golf course construction company, OGM has offered maintenance and management services since 2008, contributing to high-profile golf course projects nationwide. We see FLGC as a vibrant opportunity to create a thriving business that engages the local community, attracts Orlando-area players, and ensures long-term financial stability through sustainable improvements and innovative programming.

OGM has a proven record of success in golf course operations, focusing on extraordinary golf experiences through design/build, maintenance, and hospitality. As pragmatic problem solvers and big thinkers, we deliver immediate operational results to support current and future investments. Our team aligns shared goals, adapts to the evolving golf environment, and prioritizes immediate course condition improvements to realize a broader vision, including community engagement, youth programs and expansion beyond existing concepts.

OGM's hallmark is delivering top-tier putting greens daily and conditions that exceed customer expectations. With 17 courses across 6 states in management and 3 active large scale construction projects and any given time, we may not be the largest firm, but our successful projects demonstrate our expertise across the country. We offer the responsiveness, creativity, and flexibility needed to advance FLGC's golf experience in ways residents and visitors will value.

Our proposal details a lease structure excelling in daily operations, greenskeeping, marketing, capital project execution and branding to drive revenue and enable reinvestment. Based on our extensive experience and case studies, our model ensures FLGC's success, delivering positive change, not just a management shift.

Thank you for your consideration!



Craig Haltom
President, Oliphant Golf Management
3046 Village Park Drive, Plover, WI 54467
Office Phone: 715-544-6588 | Email: office@ogm.golf
Website: www.oliphantgolf.com

Company History & Overview

OGM's parent company was started by Mike Oliphant in 1996 and continues to be an industry leader in golf course construction and management. We have completed over 250 high-profile golf projects over the past 25 years, and now under Craig Haltom's ownership, we continue to work on some of the most exciting projects in golf, including Sand Valley Golf Resort in Central Wisconsin and many notable design/build golf course transformations in the Midwest.

The golf management side of our business began in the financial turmoil of 2008. As golf course construction completely stopped, business partners Mike Oliphant and Craig Haltom started OGM as a logical extension of our golf work (and in the hopes of keeping a job themselves!) with Craig serving as superintendent of our first course in Madison, WI. By 2015 we had seven contracts and were established as a regional golf management company (and thankfully course construction started up again). Mike sold the business to Craig that year, and under his leadership OGM continues to grow by consistently delivering transformative outcomes for our clients.

Our contracts range from full general management services, to direct maintenance, to turn-key lease operations. We are selective with our workload and are committed 100% to the success of each project we take on. We are problem solvers who thrive on tackling tough situations with bold, practical solutions, always aiming to leave things better than we found them—whether it’s a struggling municipal course, a historic redesign, or a community space. We work at all kinds of golf facilities, from modest budget municipal courses to high end country clubs and golf resorts. We see every project as an opportunity to create something lasting.



Mission & Values

Our mission is to deliver transformational change for golf businesses— creating exceptional playability and enduring quality through an integrated approach to design, construction, and golf management. This focus has driven our consistent growth and built our reputation for reliability, straight-forward and objective guidance, and exceptional bottom-line results.

Our company is guided by five core values:

- **We Like to Work:** We thrive on hard work and purpose.
- **We Are Respectful:** Respect strengthens our partnerships and results.
- **We Boldly Solve Issues:** We confront obstacles with decisive, effective strategies.
- **We Are Builders:** We create and improve exceptional golf experiences.
- **Win Win Win:** Business success is achieved when our clients, our company and our employees benefit.

We care deeply about our work and take a keen interest in the game of golf, its history, and its golf courses. We maintain safe, healthy, and fun workplaces where excellence is rewarded.



Compensation, Terms & Proposal

Existing Circumstances
Forest Lake Golf Club (FLGC) is a premier 18-hole public golf course owned by the City of Ocoee, Spanning 229 acres with 18 holes, practice range and putting green, FLGC is a standalone municipal facility known for its layout, scenic views, and accessibility to many Orlando area golfers. The City seeks a lessee to operate, maintain, and market FLGC as a high-quality, affordable community asset, ensuring financial reinvestment and enhanced community engagement.

OGM (Oliphant Golf Management) is a leading nationwide golf course management, design, and construction company. OGM has a proven record of success in golf course management and currently manages 17 courses in 6 states.

Opportunity
OGM is uniquely positioned to provide a wholly outsourced long term lease solution for FLGC per the RFP, leveraging our experience in golf construction and management, and our proven expertise in optimizing public/municipal courses. We offer leadership, operational excellence, and financial guarantees to enhance FLGC's performance, increase rounds, and support Ocoee's community goals, including community engagement, youth programs and non-golf events.

Proposal
OGM proposes a lease agreement for an initial 10-year term, beginning January 1, 2026, with optional 5-year renewals, as per RFP requirements. Our compensation structure ensures a guaranteed return to the City while funding improvements:

- Base Fee: $24,000 annually, escalating by 4% or CPI (whichever is higher).
- Revenue Share: 3.5% of gross revenue, paid monthly, concurrent with reporting.
- Capital Investment: Minimum 6.5% of gross revenue annually for capital improvements (e.g., course, turf, clubhouse, paths), separate from equipment/cart purchases or leases.
- Equipment/Carts: OGM will purchase or lease maintenance equipment and golf carts independently, ensuring modern, efficient operations (est. 1.5mil in year 1).

OGM will manage all operations, including:
- Staffing: Provide all necessary personnel (e.g., general manager, golf professional, superintendent, F&B manager) to maintain high standards.
- Maintenance: Supply materials (chemicals, fertilizers, sand) to meet Attachment F standards (achieving "country Club greens" and enhanced playing conditions).
- Transparency: Operate transparently, fostering open dialogue with the City through regular reporting and communication.
- Pricing: Set competitive rates achieved quality that drives new players (aligned with Attachment E), maximizing revenue per round while providing local resident discounts.
- Marketing: Execute a robust digital and community-based marketing plan to boost rounds (targeting new clientele growth) and promote leagues, FSGA/FHSAA events, and junior camps.
- Master Planning: Deliver a comprehensive long range capital improvement plan (per Attachment H), updated annually, with cost estimates and timelines.

Compensation, Terms & Proposal

Objectives

- Deliver an exceptional golfing experience comparable to top Florida municipal public courses.
- Enhance FLGC's reputation via superior course conditions and customer service.
- Grow pass holders and community engagement through resident programs and partnerships (e.g., schools, HOAs, local business and organizations).
- Support non-golf and alternative golf uses (e.g., technology range, weddings, events) to diversify revenue.
- Establish growing junior and family activity through programed events host by professional staff
- Achieve financial sustainability, targeting $4M+ in annual revenue, ensuring future capital re-investment. .

Measures of Success

- Exceed historical revenue ($3.6 mil) by 10-15% in year 1 with annual growth beyond.
- Increase repeat traffic through optimized marketing and improved course conditions.
- Achieve improved customer survey rating (e.g. 4.5+ ratings up from 4.2/5 on GolfNow).
- Create loyal restaurant following through improved offerings and consistent product.
- Recognizable brand, Engrain our staff and golf course in community, identify new local partnerships, Host additional junior camps, market new business related golf outings.

Joint Accountability

OGM and the City will maintain open communication, sharing data relevant to the project to ensure alignment. OGM will provide monthly reports and collaborate on capital approvals.

Methodology and Timing

Start Date: January 1, 2026. Term: 10 years (January 1, 2026–December 31, 2035), with optional 5-year renewals.

OGM Commitments:

- Security deposit: 3 months of base rent plus 3 month estimate on year 1 rev share($35,000).
- Annual capital plan submission, with City approval for major projects.
- Compliance with Florida laws.
- Provide $1M general/professional liability insurance, naming City as additional insured.
- Equipment & Golf Carts: OGM will fund purchases/leases (est. $1,500,000 initial investment for course equipment, golf carts), separate from capital funds.

Base fee, Revenue share, capital commitments stated above.

The following proforma demonstrate the annual payments to the City through our proposed base fee and revenue share along with the annual commitments to capital reinvestment to the property.

Forest Lake Golf Club Pro forma Golf and Clubhouse	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	10 Year Total
Ordinary Income/Expense											
Income: Memberships dues	20,000	20,840	21,710	23,055	23,515	23,985	24,705	25,020	25,270	25,525	233,625
Income: Greens/Cart Fees	3,232,990	3,384,365	3,520,800	3,734,025	3,808,705	3,884,880	4,001,425	4,061,470	4,102,085	4,143,105	37,873,850
Income: Range	127,620	130,190	132,805	135,485	135,485	135,485	135,485	136,835	136,835	136,835	1,343,060
Income: Shop Merch	140,385	146,045	151,935	161,135	164,360	167,645	172,675	175,265	177,015	178,785	1,635,245
Income: Food	248,860	258,897	269,332	285,644	291,357	297,185	306,100	310,689	313,796	316,934	2,898,795
Income: Beverage	350,955	365,109	379,826	402,830	410,887	419,105	431,678	438,150	442,531	446,957	4,088,028
Income: Rental/Lodging	0	0	0	0	0	0	0	0	0	0	0
Total Income	4,120,810	4,305,446	4,476,408	4,742,175	4,834,309	4,928,284	5,072,068	5,147,429	5,197,532	5,248,141	48,072,603
Base fee to city	(24,000)	(24,960)	(25,958)	(26,997)	(28,077)	(29,200)	(30,368)	(31,582)	(32,846)	(34,159)	(288,147)
Rev share to City	(157,500)	(150,690)	(156,675)	(165,975)	(169,200)	(172,490)	(177,520)	(180,160)	(181,915)	(183,685)	(1,695,810)
Total Payment to City	**(181,500)**	**(175,650)**	**(182,633)**	**(192,972)**	**(197,277)**	**(201,690)**	**(207,888)**	**(211,742)**	**(214,761)**	**(217,844)**	(1,983,957)
Capital	**(267,853)**	**(279,855)**	**(290,965)**	**(308,240)**	**(314,230)**	**(320,340)**	**(329,685)**	**(334,585)**	**(337,840)**	**(341,130)**	(3,124,723)
Capital contribution	6.50%	6.50%	6.50%	6.50%	6.50%	6.50%	6.50%	6.50%	6.50%	6.50%	6.50%
% rev share	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%

- Year 1 payment to City estimated at $181,500
- 10 year total estimated $1.98Mil
- Year 1 revenue based capital investment estimated $267K
- 10 year estimated captial contribution 3mil+

Executive Summary

Introduction: OGM's Vision for Forest Lake
OGM, with over 15 years of proven expertise in managing public golf courses and 30 years building and renovating golf courses, is excited to partner with the City of Ocoee to elevate Forest Lake Golf Club into a premier public venue. Our hands-on experience in transforming courses like Lawsonia Links and Woodlands (current lease property), each achieving million-dollar renovations with a 5-year ROI through increased rounds and market competitive rates (see included case study in this proposal)—positions us to deliver exceptional value. We see tremendous potential in this 10-year lease to operate and enhance Forest Lake, aligning with Ocoee's growth trajectory and the City's goals for a high-quality, affordable, community-focused golf facility. Our vision is to preserve Forest Lake's "local gem" status while quickly driving a 10-15% revenue increase in Year 1 through improved course conditions, a revitalized food and beverage operation, and strategic, minimally invasive capital improvements.

Understanding Forest Lake's Strengths and Opportunities
Our team, having toured the facility on June 16, 2025, and recently played the course recognizes its strengths —such as a loyal customer base and wonderful layout—alongside challenges like outdated clubhouse furnishings, mold concerns, inconsistent turf, and aging equipment and infrastructure. Leveraging existing base and ever expanded market, we see a clear path to enhance playability through improved and consistent conditions, allowing us to garner higher dollars per round from non-residents while maintaining affordability for locals, ensuring Forest Lake remains a community amenity that competes with top regional public courses.

Operations and Business Plan Highlights
Our operational strategy emphasizes efficiency, customer satisfaction, and community engagement in daily operations, executed by a dedicated on-site team (full-time general manager, golf professional, superintendent, and 20+ staff) supported by OGM's regional resources and proven operating system. Key elements include:

- Course Maintenance: Through expert daily maintenance practices, we'll ensure greens, tee boxes, bunkers, fairways, and cart paths adhere to and exceed Attachment F standards stated in the RFP. These consistent, high-quality conditions will drive a projected 10-15% revenue increase by enabling market-bearing rates for non-residents.
- Food and Beverage: A warm, welcoming operation with efficient service (indoor/outdoor dining, streamlined services) designed for low wait times, encouraging customers to selectively linger onger in a refreshed clubhouse (new paint, carpet, lighting, and music for a brighter ambiance inside and added seating for outdoor services).
- Pro Shop: Updated fixture and merchandise that sells to the new demographic that is flocking to golf, younger more casual and uniquely branded. This also plays into focusing attention on junior and family golf activities at the facility. To promote easy access and short duration course activity range upgrade are necessary (e.g. range ball dispenser on range tee).
- Equipment: Leased golf carts and equipment for cost efficiency, with a merchandising plan tailored to local preferences, maintaining quality per Attachment B.
- Customer Experience: Not only through hospitality but through technology, an integrated approach in tech to enable seamless online/mobile tee time reservations, customer data tracking, and pace-of-play management (target: 4 hours).
- Community Focus: A resident program with discounted rates and family-friendly programming (e.g., leagues, clinics) to boost local participation by 20%, aligning with Ocoee's family-oriented growth.
- Transition Plan: A 30-day transition ensures no disruption from the current operator, with staff training and systems integration completed before January 1, 2026.

Financial Proposal and Capital Commitment
OGM proposes a Annual Guarantee Rent of $24,000, plus 3.5% of gross revenue, paid monthly and escalating with revenue growth, ensuring stable City income (projected Year 1 total: $181,000. Our 10-year proforma projects just over $4M in gross revenue in Year 1 (a 10-15% increase from the current 3.6M), growing incrementally, with operating expenses controlled and focused on what matters through efficiencies and appropriate budgeting for improved conditions. We commit $1.5M in initial capital investment for priority upgrades (course equipment, new carts, clubhouse decor) and an ongoing 6.5% of annual revenue (approximately $260,000 based in year 1 revenue target) for customer-facing and infrastructure improvements, including:

- Driving range enhancements (new tee, targets, potential Trackman technology, and lighting for extended hours).
- Tree maintenance, fairway line adjustments, and tee box leveling for playability and water efficiency.
- Cart paths, drainage and irrigation projects
- Course and clubhouse furnishings

These investments and fee structure are, modeled on our Lawsonia Links and Woodlands successes (each recouping $1M renovations in 5 years via increased rounds and rates; see included case study), are designed for maximum ROI, with minimal business disruption through phased implementation. We will provide example master plans in our proposal, with a full master plan developed leading up to the contract.

Key Performance Indicators (KPIs)
We will track and report progress monthly and annually (per Attachment B), ensuring transparency via audited financials:

- Rounds Played: Target 66,000+ annually, building on the current 60,000+ baseline.
- Customer Satisfaction: 90%+ positive feedback via surveys; pace of play under 4.5 hours.
- Revenue Growth: 10-15% increase in Year 1, driven by superior course conditions enabling higher non-resident rates and enhanced food/beverage sales.
- Maintenance Standards: OGM's internal standards achieving "country club" greens, clean lines and firm fast playing conditions
- Community Impact: Double youth in clinics; 20% increase in resident play through discounts.
- Non-resident: increase play 15-20 % through re-targeted marketing and increase dollar per round by 10%

Why OGM?
OGM stands out due to our results-driven approach, delivering measurable results with minimal disruption when taking on additional course projects. Our Lawsonia Links renovation restored 1930s bunker designs, boosting rounds by 15%, while Woodlands' bunker, greens, and drainage upgrades yielded similar gains—both achieving ROI in 5 years (see included case study). With regional resources, a dedicated Forest Lake team, and a focus on customer-facing improvements, we are uniquely equipped to exceed Ocoee's goals for accessibility, and community value, and property re-investment where it matters. We look forward to the opportunity to partner with the City to make Forest Lake Golf Club a vibrant, sustainable asset for all.

Proforma Budget

Forest Lake Pro forma Golf and Clubhouse	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Ordinary Income/Expense										
Income: Memberships dues	20,000	20,840	21,710	23,055	23,515	23,985	24,705	25,020	25,270	25,525
Income: Greens/Cart Fees	3,232,990	3,384,365	3,520,800	3,734,025	3,808,705	3,884,880	4,001,425	4,061,470	4,102,085	4,143,105
Income: Range	127,620	130,190	132,805	135,485	135,485	135,485	135,485	136,835	136,835	136,835
Income: Shop Merch	140,385	146,045	151,935	161,135	164,360	167,645	172,675	175,265	177,015	178,785
Income: Food	248,860	258,897	269,332	285,644	291,357	297,185	306,100	310,689	313,796	316,934
Income: Beverage	350,955	365,109	379,826	402,830	410,887	419,105	431,678	438,150	442,531	446,957
Income: Rental/Lodging	0	0	0	0	0	0	0	0	0	0
Total Income	4,120,810	4,305,446	4,476,408	4,742,175	4,834,309	4,928,284	5,072,068	5,147,429	5,197,532	5,248,141
Total COGS	307,635	320,041	332,946	353,109	360,169	367,372	378,396	384,068	387,909	391,785
Total Labor	1,411,190	1,453,525	1,497,130	1,542,040	1,588,305	1,635,960	1,685,035	1,735,585	1,787,650	1,841,280
Total Department Expenses	1,659,540	1,709,330	1,760,610	1,813,430	1,867,835	1,798,875	1,852,845	1,908,425	1,965,680	2,024,650
Total Expense	3,070,730	3,162,855	3,257,740	3,355,470	3,456,140	3,434,835	3,537,880	3,644,010	3,753,330	3,865,930
	742,445	822,550	885,723	1,033,596	1,018,000	1,126,077	1,155,792	1,119,351	1,056,294	990,425
Base fee to city	(24,000)	(24,960)	(25,958)	(26,997)	(28,077)	(29,200)	(30,368)	(31,582)	(32,846)	(34,159)
Rev share to City	(157,500)	(150,690)	(156,675)	(165,975)	(169,200)	(172,490)	(177,520)	(180,160)	(181,915)	(183,685)
Capital	(267,853)	(279,855)	(290,965)	(308,240)	(314,230)	(320,340)	(329,685)	(334,585)	(337,840)	(341,130)
Net Ordinary Income Before Depreciation	**293,092**	**367,045**	**412,124**	**532,384**	**506,494**	**604,047**	**618,219**	**573,024**	**503,693**	**431,451**
Capital contribution	6.50%	6.50%	6.50%	6.50%	6.50%	6.50%	6.50%	6.50%	6.50%	6.50%
% rev share	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%
Rounds increase %		101.0%	101.0%	101.0%	100.0%	100.0%	100.0%	100.5%	100.0%	100.0%
KPI's										
Total Rounds	**63,810**	**64,450**	**65,095**	**65,750**	**65,750**	**65,750**	**65,750**	**66,075**	**66,075**	**66,075**
Daily Fee	45,405	45,860	46,320	46,785	46,785	46,785	46,785	47,020	47,020	47,020
Outing	2,405	2,430	2,455	2,480	2,480	2,480	2,480	2,490	2,490	2,490
Member	16,000	16,160	16,320	16,485	16,485	16,485	16,485	16,565	16,565	16,565
Membership										
Membership Count	345	349	353	357	357	357	357	358	358	358
Ocoee Resident Members	220	222	224	226	226	226	226	227	227	227
Returning Non-Res Members	75	76	77	78	78	78	78	78	78	78
New Non-Res Members	50	51	52	53	53	53	53	53	53	53
Members avg/SS	$57.97	$59.71	$61.50	$64.58	$65.87	$67.19	$69.20	$69.89	$70.59	$71.30
Dollar per Round ('APR')										
Golf and membership APR	$50.98	$52.51								
Public Golf APR	$54.92	$56.57	$58.26	$61.18	$62.40	$63.65	$65.56	$66.21	$66.88	$67.54
Outing Golf APR	$45.04	$46.39	$47.78	$50.17	$51.18	$52.20	$53.77	$54.30	$54.85	$55.40
Member Golf APR	$40.70	$41.92	$43.18	$45.34	$46.25	$47.17	$48.59	$49.07	$49.56	$50.06
Range APR	$2.00	$2.02	$2.04	$2.06	$2.06	$2.06	$2.06	$2.07	$2.07	$2.07
Merch	$2.20	$2.27	$2.33	$2.45	$2.50	$2.55	$2.63	$2.65	$2.68	$2.71
Food APR	$3.90	$4.02	$4.14	$4.34	$4.43	$4.52	$4.66	$4.70	$4.75	$4.80
Beverage APR	$5.50	$5.67	$5.83	$6.13	$6.25	$6.37	$6.57	$6.63	$6.70	$6.76
F&B APR	$9.40	$9.68	$9.97	$10.47	$10.68	$10.89	$11.22	$11.33	$11.45	$11.56

This proforma is based on the best available information at submission. This demonstrates the expenses necessary to implement our business plan focused on improved course conditions and elevated customer experience.

- Implementing strategic maintenance practices will maximize dollars spent while enhancing course conditions, delivering a higher dollar per-round revenue.
- With dedicated time and detailed property management, there is significant opportunity to further drive green fee revenue by capitalizing on improved course appeal and player satisfaction.
- We see potential beyond proforma provided, we do not presume to know all the answers although remian confident on our ability to grow this business with you!

Operations & Business Plan

GOLF OPERATIONS

Overview
Forest Lake Golf Club will deliver a fun, professional golf experience aligned with OGM's Golf Ops core process. Led by a friendly PGA professional team, the department will collaborate with F&B and Greenskeeping to provide quality golf, customer service, and diverse activities like lessons, tournaments, and clinics, ensuring memorable visits for all golfers.

Immediate Action
- Self-Serve Range Ball Dispenser: Install a user-friendly dispenser to boost accessibility, improve staff efficiency, and drive higher range use and revenue.
- Pricing & Strategy: Implement simple dynamic pricing, offering Ocoee residents competitive rates during high-volume times (weekends, mornings) and value-priced play for off-peak hours to retarget golfers and maximize rounds.
- Event Schedule: Launch a monthly calendar of fun events (e.g., glow golf, skills challenges) to engage golfers and build community excitement.
- POS System: Streamline operations with our preferred vendor's POS system for seamless transactions, inventory tracking, and sales reporting.
- Junior & Family Clinics: Introduce new junior tees and dedicated clinics to encourage participation, making golf fun and accessible for families and young players.
- Team Evaluation & Goal Setting: Evaluate the team, hold meetings to set clear expectations and goals for golf professionals, Pro Shop services, and customer service, elevating membership perks, daily leagues, and event operations for an outstanding experience.

Operational Plan
- Tee Time Reservations: Provide user-friendly online and phone booking, managed by PGA professionals for efficient scheduling.
- Leagues: Offer year-round, professionally run leagues to foster consistent engagement and community among golfers.
- Events & Tournaments: Host exciting in-house outings and tournaments (e.g., 2-person scrambles, Big Cup Events, Match Play, tailored to men and women) with competitive formats for members and fun scrambles for community engagement, fully managed by professional staff.
- Instructional Programs: Deliver Get Golf Ready-style group instruction for families, Junior Get Golf Ready-style instruction, junior golf camps, First Tee integration, and individual lessons/clinics (junior, women's, beginner) to foster skill growth.
- Pace of Play: Maintain optimal pace with appropriate tee time intervals, friendly starters and trained rangers. GPS-equipped golf carts provide real-time data to monitor group positions, pinpoint slow play or bottlenecks, and enable quick interventions (e.g., alerts or staff support).
- Additional Services: Provide club repair services and handicap services through the Florida Golf Association to enhance community involvement.

Operational Procedures
- Staff Training & Scheduling: Conduct regular scheduling, routine training, and staff meetings to ensure high-quality service from our PGA-led team.
- Safety & Security: Enforce measures for building, employee, and customer safety, including secure cart and equipment storage.

- Budgeting & Reporting: Track daily flash reports, rounds, and sales; prepare annual budgets and monthly performance reports.
- Equipment Management: Maintain clean, updated golf carts, along with high-quality cart fleet, range equipment, and Pro Shop fixtures for reliable operation.
- Tee-Sheet & Sales Management: Optimize tee-sheet for leagues, outings, tournaments, member, and guest play using a master sell sheet and networking, coordinating with F&B and Greenskeeping for seamless operations

Merchandising

- Product Offerings: Offer high-quality equipment, apparel, and accessories at competitive prices, reflecting industry trends with logo-branded merchandise to promote the course in the community.
- Vendor Partnerships: Partner with vendors like TaylorMade, our national partner, for demo days to showcase new products and engage golfers.
- Inventory Management: Use zoning methods for displays, open-to-buy programs, and monthly inventories. Manage vendor relationships for timely ordering and implement inventory security measures.

Hours of Operation

- Summer (April–September): 6:00 AM–7:00 PM daily, aligning sunrise/sunset schedules.
- Winter (October–March): 7:00 AM–6:00 PM daily
- Extended hours for tournaments, leagues, and special events, coordinated with F&B and golf operations.

Commitment to Excellence

Forest Lake Golf Club's Pro Shop plan ensures an efficient, engaging operation with quality merchandising and diverse services, inviting golfers back. By embodying OGM's core values, we build exceptional experiences for Ocoee's golf community, driving shared success.









GOLF COURSE MAINTENANCE PLAN

OGM will elevate Forest Lake Golf Club into a premier public golf facility by improving course conditions to deliver extraordinary golf experiences, leveraging our industry-leading maintenance practices. This plan focuses on turf health and consistent green speeds, weed control, and equipment maintenance, aligning with Forest Lake Golf Club's goals.

We have reviewed and understand Attachment F: "Golf Course Maintenance Standards", and agree to these as a baseline. OGM will meet and exceed these minimum standards. We plan to deliver the best golf course conditions Forest Lake players have ever seen by the end of year one, through our commitment to consistent daily hard work and professional golf course maintenance practices.

Our goal is to achieve consistently healthy turf across greens, tees, fairways, and roughs, with greens maintained at a stimp meter reading of 10+ to ensure fast, true putting surfaces, enhancing playability and golfer satisfaction.

Turf Health & Green Speeds - Mowing & Cultural Practices

- **Greens:** Mow 7 days/week. Roll greens 5 times/week year round to maintain smoothness. Alternate mowing patterns to prevent grain and preserve original green sizes. Achieve 10+ stimp meter readings through OGM's precision mowing techniques. Focus on cultural practices such as aeration, verticutting, and frequent light topdressing to reduce thatch and increase playability.
- **Tees:** Mow 3 days/week at 0.5–0.75 inches, maintaining design integrity. Utilize cultural practices, like aeration and verticutting, to reduce thatch. Overseed tees annually with perennial ryegrass to enhance winter playability, per OGM's standards.
- **Fairways/Approaches/Collars:** Mow 3 days/week in warm. Reduce thatch through aeration and verticutting. Overseed tees annually with perennial ryegrass to enhance winter playability, per OGM's standards.
- **Roughs:** Mow weekly at 1–1.75 inches, ensuring playability and aesthetics, per RFP.
- **Aeration:** Core aerate greens 3 times/year (spring, summer, fall) with 0.5-inch tines to manage thatch and improve root health. Aerate tees twice annually and fairways annually, with roughs as needed, guided by OGM's agronomist, Tom Stem.
- **Verticutting/Topdressing:** Verticut greens biweekly during warm seasons, followed by light sand topdressing to smooth surfaces and dilute thatch. Topdress tees and fill divots weekly, ensuring even playing surfaces, per OGM's high standards.

Fertilization and Soil Management

- Conduct soil tests biannually (spring/fall) to guide nutrient applications. Apply Nitrogen fertility in accordance with the maintenance standards laid out in Attachment F. Adjust other nutrients based on test results, leveraging OGM's data-driven approach.
  - Apply growth regulators (e.g., Primo Maxx) to greens and fairways to enhance turf density and reduce mowing frequency, improving consistency.
  - Monitor clipping yields to optimize nitrogen applications, ensuring vigorous growth without excess thatch.
- **Irrigation:** Maintain and repair irrigation system by qualified staff trained in modern technologies, attending annual seminars. Irrigate greens, tees, and fairways based on evapotranspiration, soil moisture sensors, and weather data, drawing on OGM's irrigation expertise.

Weed Control

- IPM Program: Implement a year-round pre- and post-emergent herbicide program, per RFP. Apply pre-emergent herbicides (e.g., Prodiamine) every 90–120 days, targeting crabgrass and goosegrass, with Oxadiazon for high-pressure areas.
  - Schedule repeated post-emergent applications (e.g., Quinclorac) to address breakthrough weeds, focusing on greens, tees, and fairways. Mechanically remove weeds before chemical applications to reduce environmental impact, per OGM's sustainable practices.
  - Monitor playing areas weekly for weeds, using spot treatments to minimize chemical use, overseen by the superintendent's pesticide license.
- Cultural Practices: Enhance turf density through fertilization, aeration, and mowing to outcompete weeds. Overseeding of tees and fairways will bolster winter turf cover, reducing weed establishment.
  - Maintain bunker edges monthly to prevent weed encroachment, preserving design integrity.
- Staff Training: Train spray technicians in IPM and safe chemical handling, ensuring compliance with state regulations. Tom Stem will oversee protocols, maintaining OGM's high standards.



Implementation and Oversight

- **Annual Agronomic Plan:** By May 1 each year, submit a detailed agronomic plan to Forest Lake, outlining mowing, fertilization, IPM, equipment maintenance, and building maintenance schedules, adjustable for weather or play demands. Tom Stem will lead development, with input from project managers and the superintendent.
- **Transition Plan:** Starting upon contract implementation, Tom, Theran, and Ken will oversee a 90-day transition, retaining current staff, assessing equipment, and implementing improvements, leveraging OGM's experience with successful transitions.
- **Reporting:** Provide monthly maintenance reports by the 5th business day, detailing turf conditions, chemical applications, equipment status, and building maintenance activities, per RFP. Attend Forest Lake Board meetings upon request to review progress, reflecting OGM's commitment to transparency.

OGM's results-oriented approach, proven across 250+ projects, will transform Forest Lake Golf Club into a premier golf destination. By prioritizing turf health, weed-free surfaces, operational efficiency, and facility upkeep, we will deliver fast, consistent greens and exceptional conditions, exceeding Forest Lake's expectations and delighting golfers.





ENVIRONMENT AND HEALTH

OGM stands proud of our track record for environmentally conscious and safe practices. Our company has had **zero violations** or allegations of non-compliance with any local, state or federal agency. We are committed to ensuring that our positive impacts on the environment outweigh our negative ones. We consider ourselves stewards of the properties on which we work, and dedicate our efforts toward preserving natural resources on our managed properties and the surrounding environments.

We work within several municipalities where the surrounding properties are often utilized for non-golf community recreation, (i.e. fishing, hiking, skiing, parks, etc.) so we understand the importance of maintaining healthy and safe environments for employees and guests on and around our golf courses. Water management will be of utmost importance at Forest Lake and our superintendents are trained to employ smart watering tactics to get the most out of every gallon of irrigation water used. By watering the surfaces at night and utilizing technology and scouting techniques to deliver the water to the precise area that it is needed to maintain turf health without waste, we can use the least possible water. We will monitor superintendent water usage on a daily, weekly, monthly, and annual basis to ensure that we stay well under regulated limits, and use no more water than is necessary.

We also employ IPM practices to limit our usage of dangerous chemicals in our maintenance programs. By implementing proper cultural practices, engaging in field scouting, setting smart acceptable thresholds for pest activity, and utilizing organic fertilizers, we can limit our use of chemicals on the property. When chemical inputs are necessary, our superintendents select the pesticides and fertilizers with the least environmental impact possible.





OGM implements recycling at all of our managed properties. We ensure that all recyclable plastics, glass, and metals are recycled, while other trash is disposed of through proper local sanitation outlets. Any organic waste on the course can be composted and reintroduced onto the property.

OGM is committed to using low toxicity products and the least amount of pesticides possible. We select pesticides with the least impact on our environment and the least risk to employees, and guests with special consideration for our pesticide applicators. We insist that our applicators be licensed, trained, and follow all label requirements as well as local state and federal regulations and guidelines. We supply our employees with all required PPE for all maintenance tasks including chemical applications. Our executive team has 3 OSHA safety certified officers, who work with our regional managers and onsite staff to implement annual safety inspections of all our facilities and weekly safety meetings for all of our employees.

ENVIRONMENT AND HEALTH *continued*

Pesticide labels come with one of three signal words. Caution being the least threatening, Warning the second and Danger the most threatening. We utilize pesticides that can deliver results with the least possible risk to applicators from carcinogens. Our superintendents consistently utilize options with the lowest (Caution) signal word on the label.

Persistent bio accumulative toxins have been known to spread into our environments beyond intended targets and create far reaching and magnified environmental impacts. We intend to utilize no pesticides including such compounds and utilize those pesticides that we implement in a conscientious and responsible manner eliminating cross contamination through water sources and atmospheric drift.

CFC's are mostly found in aerosols, refrigerants, and propellants. Although our pesticide efforts do not contain these compounds, we monitor any use found within our maintenance buildings, utilizing non-CFC containing aerosols and properly disposing of any refrigerants from air-conditioned equipment or HVAC equipment.

Heavy Metals have historically been utilized in some pesticides and have caused adverse environmental impacts. They become particularly troublesome in relation to water sources. We avoid using inputs containing heavy metals and ensure that none of our fertilizer and chemical products enter water sources. We implement buffers around standing water to eliminate runoff along with choosing proper application timing to ensure that fertilizers and pesticides do not saturate into groundwater sources or runoff into surface waters.

Volatile Organic Compounds can cause air pollution. In golf course maintenance it is important to limit the use of Emulsifiable Concentrates as the inert ingredients that emulsify with water can often lead to drift and adverse atmospheric effects.



EQUIPMENT MAINTENANCE PLAN

OGM will purchase all equipment necessary to delivery outstanding golf course conditions every day at Forest Lake Golf Club. OGM will ensure all equipment operates at peak performance to support precise turf care, leveraging our construction and maintenance expertise to minimize downtime and enhance course conditions.

Fleet Management

- Assign the mechanic to service equipment daily, addressing hydraulic leaks, tire wear, quality of cut, and calibration issues. Maintain a preventive maintenance schedule, servicing mowers weekly and carts monthly in accordance with manufacturers recommendations, drawing on OGM's experience.
- Train operators to prevent turf and equipment damage, with daily checks for operational issues.

Equipment Upgrades

- OGM will maintain a detailed inventory and replacement schedule of all equipment to and focus on smart replacements of equipment as needed.
- Maintain an on-site parts inventory to reduce repair delays, ensuring continuous operations.

Safety and Compliance

- Conduct quarterly safety inspections of fuel storage tanks, ensuring compliance with state regulations and maintaining pollution control liability insurance, per RFP. Train staff in fuel handling protocols.
- Weekly safety meetings, annual building safety audits and annual company-wide manager safety training.

OGM's rigorous equipment maintenance will deliver precise turf care, supporting turf health and green speed goals, ensuring a seamless golf experience.







FOOD AND BEVERAGE PLAN

Overview
Forest Lake Golf Club will deliver exceptional food and beverage (F&B) services, aligned with OGM's hospitality process, to create a lively, welcoming atmosphere for golfers and the community. Our F&B plan fosters a vibrant social hub with fresh, seasonal menus, engaging events, and professional operations, ensuring every visit is memorable.

Immediate Actions
- Menu Update: Refresh menus with efficient, high-value food options (e.g., grab-and-go wraps, protein snacks) tailored for driving range and golf course convenience, appealing to golfers and casual diners.
- Decor Refresh: Update Clubhouse decor to create a modern, inviting look that enhances the golfer and community experience.
- Lively Atmosphere: Maintain a clean Clubhouse with background music to foster a brighter, more engaging social hub for pre- and post-round enjoyment.
- Outdoor Seating Area: Add outdoor seating or a congregating area to seamlessly transition golfers from the range and course to the Clubhouse, encouraging social interaction and a la carte business.

Clubhouse F&B Services
- Menu & Atmosphere: Offer fresh, seasonal, golfer-focused menus (e.g., hearty sandwiches, light salads, local specialties) and a diverse beverage menu (soft drinks, beer, wine, spirits). Create a lively social environment with patio music, sports viewing on TVs, and monthly events like trivia or holiday parties to attract golfers and locals.
- Alcohol Policies & Procedures:
  - Managers certified in ServSafe Food and Alcohol, bartenders certified in ServSafe Alcohol, ensuring compliance with Florida's Responsible Vendor Program (RVP).
  - Verify age (21+) for all alcohol purchases using ID checks.
- Deliver fast, friendly service in a clean, inviting Clubhouse, embodying OGM's "Warm Welcome" philosophy.









Operational Procedures

- Staff Training: All F&B staff undergo OGM's 3-Step Training (facility tour, shadowing, solo flight with evaluation) for consistent, high-quality service. Managers are certified in ServSafe Food and Alcohol.
- Inventory & Equipment: Maintain stock of popular items with daily checks, using local suppliers for fresh ingredients. Implement routine maintenance plans for all F&B equipment to ensure reliability.
- Hygiene & Safety: Adhere to Florida health regulations, with regular cleaning of Clubhouse, turn-stand, and beverage carts, and staff trained in food safety protocols.
- Marketing & Community Engagement: Launch an active marketing plan (e.g., social media, local partnerships) to promote F&B offerings and events showcasing an excellent golfers pub restaurant experience.
- Facility Planning: Execute a capital and facility master plan to enhance F&B infrastructure, ensuring long-term excellence.
- Feedback Integration: Collect real-time feedback via staff and QR code surveys, with post-visit NPS surveys to adapt menus and services to golfer and community preferences.

Hours of Operation:

- Monday–Friday: 11:00 AM–7:00 PM.
- Saturday–Sunday: 7:00 AM–7:00 PM
- Extended hours for tournaments, leagues, and special events (e.g., live patio music, sports viewing, themed nights).

On-Course F&B Services

- Beverage Cart & Turn-Stand Operations:
  - Hours: 9:00 AM–5:00 PM daily, with extended service during peak times (weekends, leagues, outings).
- Menu Offerings: Provide bottled water, soft drinks, beer, and pre-packaged snacks tailored to golfers' needs for quick, convenient service.

Commitment to Excellence

Forest Lake Golf Club's F&B plan delivers vibrant, golfer-focused experiences through fresh menus, engaging events, and professional service, inviting golfers and locals back. Aligned with OGM's hospitality principles, we build a welcoming social hub for Ocoee's community, ensuring shared success for all.







SAMPLE MENUS & SOCIAL MEDIA POSTS

HANDHELDS

All handhelds include your choice of house cut French fries or tater tots; all other side options are an additional $2 charge.

Club — 16
Cracked pepper turkey, sweet sliced ham, applewood smoked bacon, cheddar cheese, juicy tomatoes, crisp romaine lettuce & housemade garlic aioli on grilled Main Grain Bakery rustic sourdough *(Make it a wrap)*

Lantern Burger* — 17
1/2lb black angus beef, applewood smoked bacon, pepperjack cheese, onion strings, housemade Lantern sauce, lettuce & tomato on a toasted brioche bun.

Ahi Torta* — 17
Pan seared medium-rare Hawaiian tuna, avocado, mango pico de gallo, cilantro, chipotle sauce & lime crema on a toasted ciabatta roll *(Make it a wrap)*

BLT — 12
Applewood smoked bacon, crisp romaine lettuce, juicy tomato & housemade garlic aioli on grilled Main Grain Bakery rustic sourdough

Chicken Salad Sandwich — 12
Housemade chicken salad, dried cranberries, spring mix & walnuts on a toasted brioche bun *(Make it a wrap)*

Italian Beef — 17
Shaved prime rib soaked in au jus, hot giardiniera & Swiss cheese on toasted French bread

Classic Cheeseburger — 14
1/2lb black angus beef, lettuce, tomato, onion & choice of Swiss, cheddar or pepperjack cheese on a toasted brioche bun
add bacon - 2 | sautéed mushroom or onion - 1

Chicken Bacon Ranch Wrap — 15
Fried or grilled chicken, applewood smoked bacon, crisp romaine lettuce, cheddar & housemade ranch in a flour tortilla

Steak Sandwich* — 18
Thinly sliced ribeye with herb butter & garlic aioli on toasted French bread
add sautéed mushroom or onion - 1

MAIN DISHES

Tuna Steak* — 18
Pan seared medium-rare Hawaiian tuna, tamari green beans, jasmine rice & ponzu sauce. Includes side salad or cup of soup

8oz Sirloin* — 24
8oz grilled sirloin served with vegetable and choice of (1) side. Includes side salad or cup of soup
add sautéed mushroom or onion - 2 | compound butter - 3

Chicken Cordon Bleu — 17
Panko breaded chicken breast, sweet sliced ham, Swiss cheese & parmesan cream sauce served with vegetable and one (1) side. Includes side salad or cup of soup

Cilantro Lime Butter Walleye— 24
Pan seared walleye with a lime butter sauce, fresh cilantro & lemon & lime twists served with vegetable and one (1) side. Includes side salad or cup of soup

Poke Rice Bowl* (GF/V) — 13
Kimchi, roasted mushrooms, sweet fire roasted peppers, basil, cilantro, cashews, ponzu sauce & jasmine rice
add protein chicken - 5 | ahi sashimi - 9 | shrimp - 7

Friday Fish Fry
Served fried or baked with choice of potato, coleslaw & tartar sauce

North Atlantic Cod: 2pc — 15 | 3pc — 17
Beer Battered Walleye — 24
Fish & Shrimp Combo: 2pc fish/2pc shrimp — 21

SIDES | 5

Available after 4pm
Baked potato
Baby reds
FRIDAY ONLY-AFTER 4PM
Garlic Mashed

House cut French fries
Sweet potato fries
Tater tots
Housemade chips & dip
Potato skin steak fries
Loaded potato skin steak fries (+2.50)
cheddar, bacon, green onions & sour cream

KIDS MENU | 8

Ages 12 and under
Burger and Fries
Chicken Tenders and Fries
Grilled Cheese

SHAREABLES

Cheese Curds — 10
Hand battered in a Spotted Cow beer batter served with housemade ranch

Fried Pickle Spears — 8
Hand battered in a Spotted Cow beer batter served with housemade ranch

Onion Rings — 8
Hand battered in a Spotted Cow beer batter served with housemade ranch

Fried Cauliflower — 8
Hand battered in Spotted Cow beer batter served with housemade ranch

Hand Battered Chicken Tenders — 9
4 hand battered tenders. Served with your choice of BBQ, ranch, honey mustard or buffalo sauce

Homemade Chips - 8
Served with French onion dip

SALADS

Chicken Caesar Salad — 14
Chicken, romaine, grape tomatoes, shaved parmesan & croutons tossed in Caesar dressing

Summer Strawberry Salad (GF) — 14
Spring mix, fresh strawberries, gorgonzola, toasted walnuts & red onion served with raspberry vinaigrette

House Salad (GF/V) — Full 7 | Half 5
Spring mix, shredded cheddar, grape tomatoes, red onion & cucumber served with your choice of dressing

Cobb Salad (GF) — 14
Applewood smoked bacon, hard boiled egg, tomato, gorgonzola, red onion & avocado served with your choice of dressing

Add protein
chicken - 5 | ahi sashimi - 9 | shrimp - 7

SOUP

Soup of the Day
Cup - 4.50 | Bowl - 5.95

Example

SANDWICHES & ENTREES

Served with pub chips. Substitute French fries, sweet potato fries, or fresh fruit + 2.00 or homemade potato salad +1.00
Choice of cheese: American, Swiss, Cheddar, Pepper Jack • Wisconsin 8-year Aged Cheddar + 1.00

CHIPPER *GF*
Slow-roasted shredded pork, marinated and topped with Bullseye BBQ sauce, served on a toasted bun **10.95** add coleslaw +.50

DRIVER * *GF !VG*
Half-pound fresh beef patty, grilled to your liking and topped with lettuce, tomato, onion & your choice of cheese, served on a toasted bun **14.95** sub Impossible plant-based patty (no charge)

FISH & CHIPS
Our signature fish fry - two pieces of lightly breaded haddock, served with coleslaw, tartar sauce & a lemon wedge **13.95**
make it a sandwich + 2.00 (lettuce, tomato & American cheese on a toasted bun)

3 WOOD *GF*
Grilled 6 oz chicken breast topped with lettuce, tomato, onion & your choice of cheese, served on a toasted bun **12.50**
add bacon +2.00 or make it a wrap (no charge) includes ranch & shredded cheese

CLASSIC B.L.T. *GF*
Bacon, lettuce, tomato & mayo, served on toasted sourdough **11.95** add avocado +1.00

CUBANO
Pulled pork, Boar's Head ham, Swiss, dill pickle chips, and Cubano sauce served on a hoagie roll **11.95**

LANGFORD'S BURGER * *GF*
Half-pound fresh beef patty, grilled to your liking & topped with Wisconsin 8-year aged cheddar, bacon, sautéed onions & mushrooms, served on a toasted bun **17.95** sub Impossible plant-based patty (no charge)

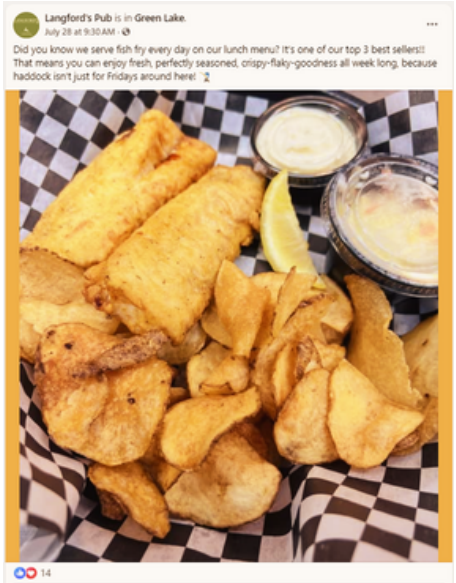
PORTOBELLO WRAP *!VG*
Tortilla filled with spring mix, sauteed Portobello mushrooms, avocado, tomato, cheese & homemade Fajita ranch **13.95**

PATTY MELT * *GF !VG*
Half-pound fresh beef patty, grilled to your liking and topped with sauteed onions, and American Swiss cheese, served on toasted marble rye **12.50** sub Impossible plant-based patty (no charge)

HOMEMADE TUNA SALAD
With celery, onion and mayo served on a croissant with lettuce and tomato **11.50**

Example









CUSTOMER SERVICE AND HOSPITALITY PLAN

Overview
Forest Lake Golf Club will deliver exceptional hospitality per OGM's Core Process, blending golf operations, F&B, and maintenance to ensure every golfer feels welcomed, valued, and eager to return through attentive, customer-focused service.

1. OGM's 3 Step Service Philosophy

- Warm Welcome: Greet every golfer with enthusiasm at check-in or on the course.
- Pay Attention: Anticipate needs, from tee times to course guidance, for a personalized experience.
- Invite Them Back: End visits with a sincere thank-you and invitation to return.

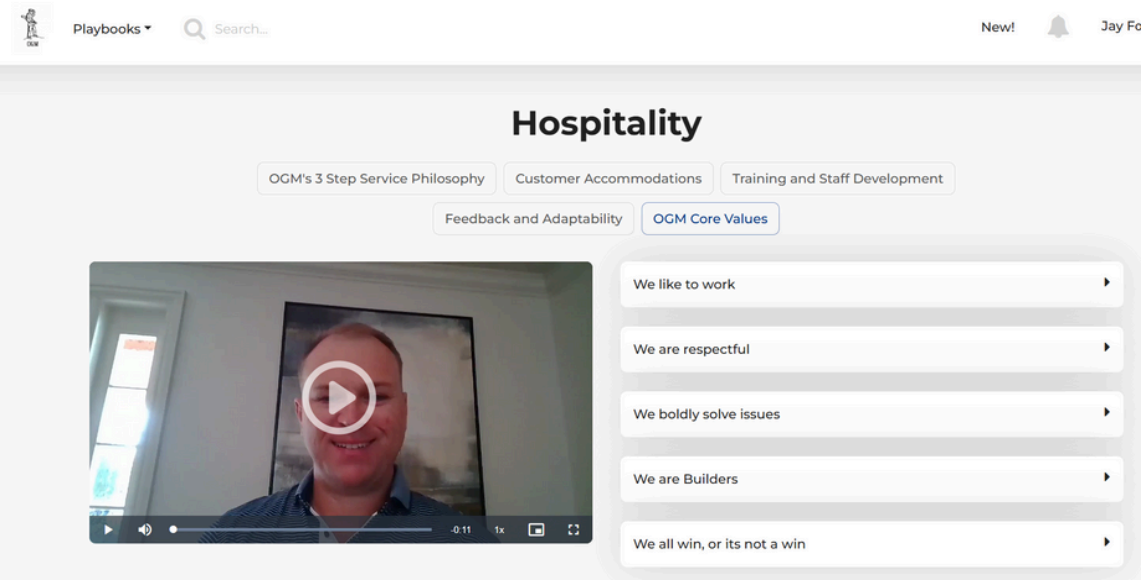
2. Customer Accommodations

- Our Answer is Yes: Meet requests like special tee times or accessibility needs for a comfortable visit.
- Professional Management: PGA staff deliver top-tier instruction, professionally run tournaments and leagues, and clear communication to enhance golfer engagement.
- Tee Time Reservations: Provide user-friendly online and phone booking, with PGA professionals managing the tee sheet for efficient, golfer-focused operations.
- Pace of Play: Maintain optimal pace via clear expectations, ranger monitoring, and proactive assistance. Golf cart GPS will monitor group locations, identify slow play or bottlenecks, and send alerts to golfers, improving course flow.
- Golf Shop: Offer quality range turf, practice balls, and appealing merchandise (clubs, apparel, accessories) for diverse golfers.
- Food, Beverage & Operations: Ensure reliable hours, consistent beverage cart service during peak times (leagues, weekends, outings), and fast, friendly service with quality, golfer-focused food and drink options.

3. Training and Staff Development

- 3-Step Training:
  - Get to Know: Facility tour for new staff to learn operations.
  - Shadowing: Trainees learn by example from experienced staff.
  - Solo Flight: Independent work with post-evaluation feedback.

Ongoing training leverages our Learning Management System (LMS) to deliver online modules on hospitality, compliance, and customer service skills, tracking progress to ensure consistent excellence. OGM leadership regularly trains managers in OGM and FLGC standards, equipping them to lead and hold all staff accountable for maintaining exceptional hospitality across golf operations, F&B, and maintenance.



4. Surveys: Feedback and Adaptability

- Real-Time Feedback: Collect input via staff or QR code NPS surveys.
- Digital Surveys: Offer post-visit NPS surveys and an annual survey via email and website.
- Actionable Insights: Use feedback to identify trends and implement improvements promptly.

5. OGM Core Values

- We Like to Work: Our people find purpose in meaningful work, embracing its structure and persisting through challenges because we're wired to love what we do.
- We are Respectful: We ground all actions in respect for clients and team, listening even in conflict, working for the greater good, and fostering collective success.
- We Boldly Solve Issues: We fearlessly identify problems, commit to solutions, and act decisively, planning for long-term success to benefit clients and our future.
- We are Builders: We build exceptional golf experiences by enhancing course maintenance, streamlining operations, and elevating F&B services, stacking skills and improvements for lasting impact.
- Win Win Win: Every deal must benefit clients, company, and people. We act fairly, empathize, and build our success on shared wins.
- We Deliver Proactive Outcomes: Exceed expectations for the greater good.

Commitment to Excellence

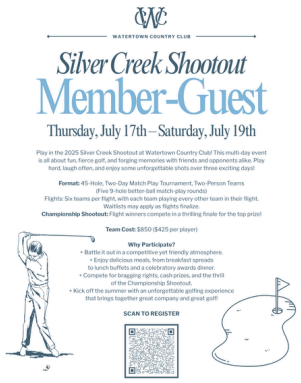
Forest Lake Golf Club will ensure memorable visits with seamless reservations, professional management, quality facilities, and responsive feedback, inviting golfers back for more.

MARKETING PLAN

Full-Service Marketing
OGM will collaborate with the existing Forest Lake team to execute the planning, coordination and implementation for the club's marketing efforts. We will develop a cohesive marketing strategy to create a positive digital presence, increase rounds and drive revenue dollars.

OGM's Marketing Team will assist with all necessary execution, including but not limited to:

- Planning and coordination for all communication / promotional efforts
- Creative design for promotional materials
  - Video and Content Creation
  - Flyers, Table Tents, Menus, Cart Signs
  - Digital Graphics for website, social media, emails, display ads
  - Print Advertisements for magazine, newspaper, local publications (visitor's guides, community materials, etc.)
- Website management, hosting and SEO enhancements
- Email campaigns with segmented lists for effective messaging
- Social media management
- Direct mail campaigns
- Industry expos / golf show booths
- NPS Survey strategy and implantation for real-time feedback (scan for sample survey)
- Marketing to prospective employees, recruitment efforts, job posting
- Guidance and proofing on all club communications







+ Engage with loyal, existing customers
+ Remarket to those who have expressed interest
+ New customer prospecting to brand new audience

Highlight course in positive manner to generate interest in new and returning customers

Planned event schedule well in advance creating social hub for gatherings

Promote tournament services for corporate and charity events

Elevate branding and communications to increase golf course and food/beverage traffic

FOREST LAKE GOLF CLUB CUSTOMER DATA | 2024 - JULY 2025

OGM's data-driven marketing approach will pinpoint opportunities for increased rounds and revenue at Forest Lake Golf Club, leveraging advanced technology to target local Ocoee and Orlando-area golfers, as well as tourists, with proven solutions to boost engagement and capture market share. By implementing geofencing strategies to retarget golfers visiting nearby courses, we'll drive new customer acquisition while ensuring improved conditions result in an overall memorable experience.

We will improve and maintain a consistent online presence through SEO-optimized website updates, weekly social media campaigns focused on Forest Lake Golf Club offerings, along with personalized email marketing and real-time improvements based on customer feedback.

VISITOR TRENDS OVERVIEW

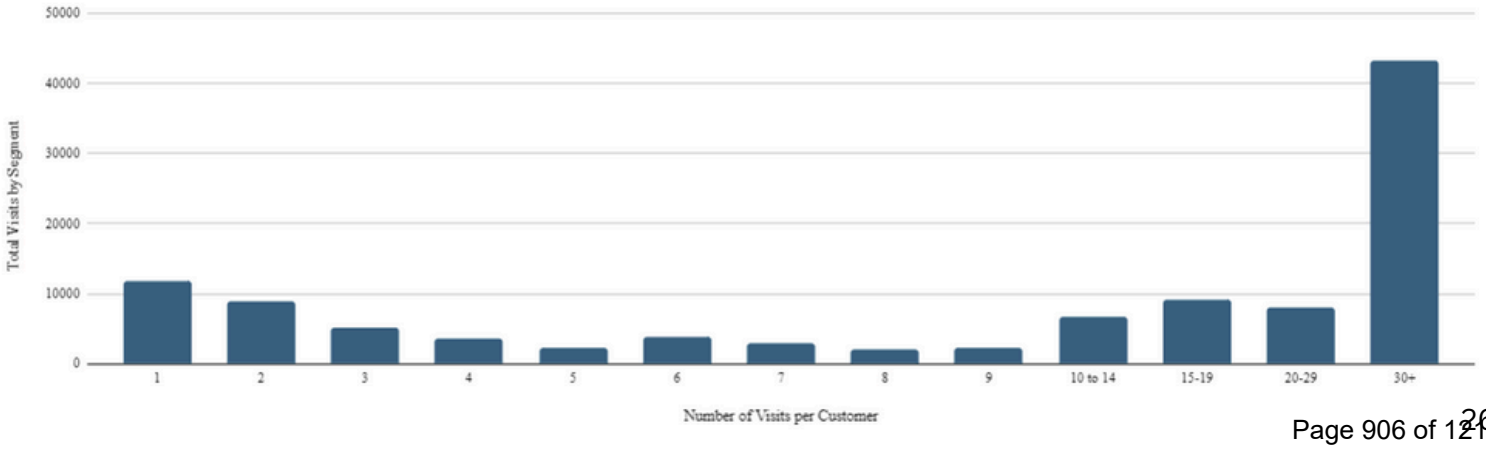
Metrics	Visits	Visitors	Visit Frequency	Avg. Dwell Time	Visits YoY	Visits Yo2Y	Visits Yo3Y
Forest Lake Golf Club	**110,142**	**23,125**	**4.76**	**132**	**-0.90%**	**8.70%**	**15.10%**
Eagle Creek Golf Club	163,700	55,752	2.94	111	0.30%	-5.30%	-12.50%
Dubsdread Golf Course	434,267	125,138	3.47	110	-4.00%	-2.40%	1.20%
MetroWest Golf Club	81,009	28,315	2.86	103	-6.20%	-21.50%	-11.80%
Stoneybrook West Golf Club	109,199	38,593	2.83	116	51.50%	208.20%	172.80%
ChampionsGate Country Club	199,263	93,647	2.13	130	-5.70%	-9.90%	-16.70%
Orange County National Golf	230,523	83,313	2.77	151	-11.90%	-18.50%	-10.30%
Walt Disney World Resort Golf	305,345	145,951	2.09	126	3.50%	9.40%	-15.10%

TOP ZIP CODES BY # OF VISITS

Zip Code	City	% of Visits	Visits	YoY Change in Visits	% YoY Change in Visits
34761	Ocoee	18.40%	20262	652	3.32%
34787	Winter Garden	13.78%	15171	-705	-4.44%
32703	Apopka	5.65%	6226	-458	-6.85%
32712	Apopka	5.15%	5666	297	5.53%
32818	Clarcona	3.16%	3482	199	6.06%
34786	Windermere	2.76%	3038	87	2.95%
32751	Maitland	2.14%	2353	1000	73.91%
32835	Orlando	2.06%	2264	-490	-17.79%
32819	Orlando	2.06%	2263	166	7.92%
32757	Mount Dora	2.04%	2251	-191	-7.82%

FREQUENCY OF VISITS

Key Takeaway: The following chart indicates there is a large group of hyper-loyal customers who visited FLGC over 30 times, and they are the biggest contributor to the total visits in the Trends Overview data (above). There is also a large number of people who only visit once, highlighting the importance for improved conditions and customer satisfaction while retargeting these 1-6 time visitors through efforts like geofenced ads, email campaigns, loyalty programs, etc.



COMPETITIVE COURSE ASSESSMENT

We've developed a comprehensive approach to identify and target Forest Lake's ideal golfer clientele. We employ digital marketing strategies along with traditional and direct campaigns to generate leads and cultivate loyal customers. In order to strategically align our marketing efforts, we've analyzed FLGC's strengths and weaknesses compared to its key competitors.

We will leverage FLGC's strengths as a public, value-driven 18-hole course with a "pure golf" experience, while addressing competitive challenges from nearby courses. The goal is to increase golf rounds, memberships, event bookings, and overall brand visibility in the Orlando market.

Course & approx. Distance from FLGC	Green Fees (18 Holes, 2025)	Amenities	Key Strengths	Key Weaknesses
Forest Lake Golf Club	~$50-$75 (est.)	Clubhouse, restaurant and bar, driving range, putting/short game greens, blast bunker	Affordable, "pure golf" (no homes), accessible via 429 expressway	Course conditions, pace-of-play issues, parking lot
MetroWest Golf Club (~5 miles)	~$60-$85 (est.)	Clubhouse, dining, pro shop, practice facilities	Urban accessibility, consistent greens, strong local reputation	Higher pricing than Forest Lake, less natural setting
Stoneybrook West Golf Club (~6 miles)	~$55-$80 (est.)	Clubhouse, dining, practice areas	Scenic layout, local loyalty, competitive pricing	Pace-of-play issues, less premium than O.C. National
Orange County National (Crooked Cat) (~10 miles)	~$100-$160 (est.)	Two courses, elite practice facilities, clubhouse, dining	Tournament-quality conditions, premier practice facilities	High cost, farther from Ocoee
Disney's Magnolia Golf Course (~17 miles)	~$85-$160 (est.)	Resort amenities, dining, pro shop, event spaces	Tourist appeal, PGA Tour history, resort facilities	High cost, tourist-focused
ChampionsGate (International) (~23 miles)	~$95-$170 (est.)	Two courses, resort amenities, dining, event spaces	Upscale Greg Norman design, resort experience	Farther from Ocoee, expensive
Eagle Creek Golf Club (~19 miles)	~$60-$90 (est.)	Clubhouse, The Belfry Restaurant, pro shop, driving range, golf academy	Scenic layout, Mini-Verde greens, close to Orlando airport	Higher pricing than Forest Lake, some maintenance complaints
Dubsdread Golf Course (~12 miles)	~$50-$80 (est.)	Clubhouse, Tap Room 1923, pro shop, practice facilities, event spaces	Historic charm, well-maintained, strong local and tourist appeal	Smaller course, occasional crowding

MARKET & TOURISM STUDY

Golf Market in Central Florida
Central Florida has 1,100+ courses, making it a golf hotspot.

- Market Size and Impact: Florida golf tourism involves 17M travelers annually (including 8.7M non-residents), with $7B non-resident spending ($1.9B lodging, $1.7B food, $1.3B retail).
- Trends: Boom in golf travel (12M+ US golfers traveling yearly).
- Peak seasons: Spring/fall.
- Challenges: International decline in early 2025, but recovery projected.
- Local Opportunities: Ocoee's proximity to Orlando (theme parks, conventions, etc.) positions Forest Lake Golf Club for hybrid trips.

PRODUCT POSITIONING ANALYSIS

Unique Value Proposition	Central Florida's most affordable "pure golf" experience, combining a scenic, no-homes course with reasonable green fees and versatile event facilities, located off the 429 expressway for locals and Orlando tourists.
Target Audiences	**Local Golfers (Ocoee/Orlando)**: Seek affordable, quality golf (4.3 stars). **Tourists**: Want value near theme parks. **Corporate Clients**: Need cost-effective outings. **Event Planners**: Seek affordable venues. **Juniors/Beginners**: Want approachable courses.
Key Differentiators	**Affordability**: $50-$70 fees vs. Orange County National ($100-$150) or Disney's Magnolia ($80-$150). **"Pure Golf"**: No homes, natural lakes, unlike MetroWest's urban setting. Championship course. **Accessibility**: Close to Ocoee via 429, nearer than ChampionsGate (~20-25 miles). **Event Spaces**: Rusty Niblick Pub and clubhouse rival Stoneybrook West.
Competitive Positioning	**Forest Lake Golf Club:** "Pure Golf" experience, affordable, natural layout. **Vs. MetroWest (4.4 stars)**: More affordable, natural layout. **Vs. Stoneybrook West (4.2 stars)**: Similar value, but address pace-of-play to compete. **Vs. Orange County National (4.6 stars)**: Lower cost for casual golfers. **Vs. Disney's Magnolia (4.5 stars)**: Better value for tourists. **Vs. ChampionsGate (4.5 stars)**: Closer, cheaper for locals.
Strategic Recommendations	**Digital Campaigns**: Promote 4.3-star rating and "pure golf" on website/social media. **Promotions**: "First-Time Golfer" package; special Ocoee resident rates to provide value to the local community. **Operations**: Improve pace-of-play to boost reviews; improve conditions to attract golfers and increase dollars per round. **Partnerships**: Work with Visit Orlando for tourist packages. **Community**: Host junior clinics, charity events to rival Stoneybrook West.

Financial Reporting and Accountability

Overview
OGM's Business Administration core process ensures effective management of finances, resources, and operations through accurate billing, reliable reporting, and efficient collections. Our accounting team supports leadership and the City of Ocoee in making informed decisions, emphasizing financial accountability and transparency to maximize performance and sustainability.

Reception & Office Management
- Greet visitors and answer phones per OGM's Hospitality core process and core values.
- Manage emails, distribute inquiries, and handle mail/deliveries to appropriate departments.

Record Keeping & Organization
- Maintain digital files for all financial and operational records to ensure accessibility and compliance.

Data Entry
- Accounts Payable (AP): Process invoices, credit applications, vendor relationships, purchase orders, and credit cards.
- Accounts Receivable (AR): Handle daily, weekly, monthly, and annual customer billing/invoices with timely collections.

Month-End Closing & Reconciliations
- Follow property end-of-month checklist for routine journal entries, inventory review, vendor statement reconciliations, bank/credit card reconciliations, and budget variance analysis.
- Send preliminary numbers to General Manager and regional manager for review and accountability.

Reporting
- Deliver weekly cash position reports and check runs.
- Provide daily flash reports for real-time financial insights.
- Prepare monthly financial packets, including comparative summaries, balance sheets, P&L budget performance, 6-month cash projections, and updated membership lists.
- Generate ad hoc reports as needed for strategic decision-making.

Payroll
- Ensure timely, accurate payroll reporting with manager approvals.
- Submit final payroll, update reports, and file tax reports/garnishments, coordinating with HR for benefits.

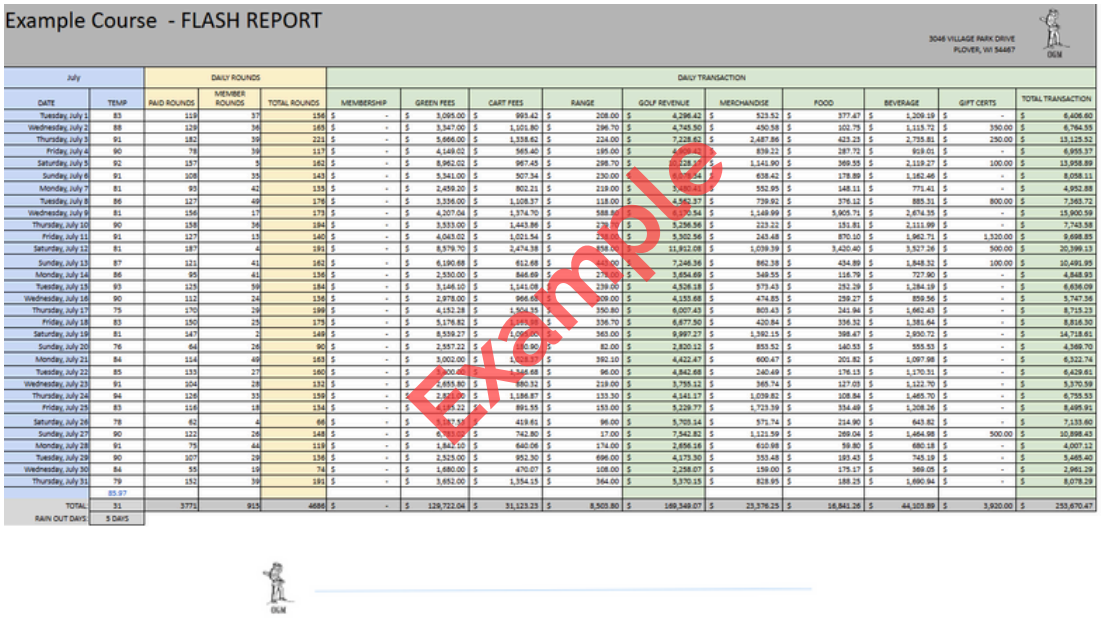
Licenses & Governmental Filing/Reporting

- Stay current on business licenses via department checklists.
- Report sales tax, payroll taxes, 1099s, and personal property tax.
- Manage insurance (general, liability, workers' comp), file claims, and assist with income tax preparation.

Commitment to Excellence

Forest Lake Golf Club's Business Administration plan guarantees financial accountability through accurate reporting and efficient processes, supporting Ocoee's golf community. By embodying OGM's core values, we deliver transparent, strategic management for shared success.

Flash Report
Sent weekly for revenue updates



Example Course - FLASH REPORT

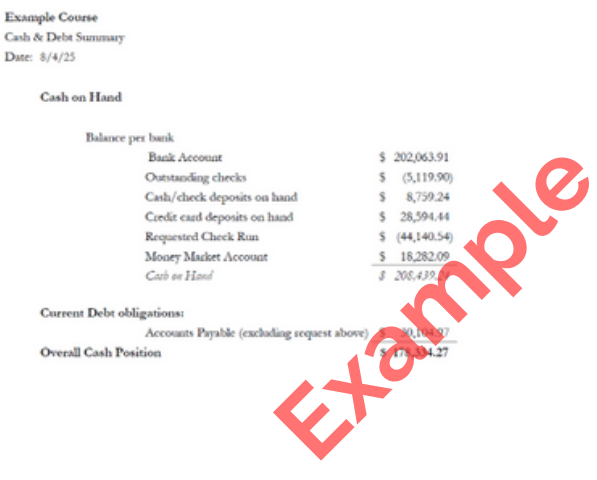
3046 VILLAGE PARK DRIVE
PLOVER, WI 54467

July		DAILY ROUNDS			DAILY TRANSACTION									
DATE	TEMP	PAID ROUNDS	MEMBER ROUNDS	TOTAL ROUNDS	MEMBERSHIP	GREEN FEES	CART FEES	RANGE	GOLF REVENUE	MERCHANDISE	FOOD	BEVERAGE	GIFT CERTS	TOTAL TRANSACTION
Tuesday, July 1	83	119	37	156	$ -	$ 3,095.00	$ 993.42	$ 208.00	$ 4,296.42	$ 523.52	$ 377.47	$ 1,209.19	$ -	$ 6,406.60
Wednesday, July 2	88	129	36	165	$ -	$ 3,347.00	$ 1,101.80	$ 296.70	$ 4,745.50	$ 490.58	$ 102.75	$ 1,113.72	$ 350.00	$ 6,764.55
Thursday, July 3	91	182	39	221	$ -	$ 5,666.00	$ 1,338.62	$ 224.00	$ 7,228.62	$ 2,487.86	$ 423.23	$ 2,755.81	$ 250.00	$ 13,125.52
Friday, July 4	90	78	39	117	$ -	$ 4,149.02	$ 565.40	$ 195.00	$ 4,909.42	$ 839.22	$ 287.72	$ 919.01	$ -	$ 6,955.37
Saturday, July 5	92	157	5	162	$ -	$ 8,962.02	$ 967.45	$ 298.70	$ 10,228.17	$ 1,141.90	$ 369.55	$ 2,119.27	$ 100.00	$ 13,958.89
Sunday, July 6	91	108	35	143	$ -	$ 5,341.00	$ 507.34	$ 230.00	$ 6,078.34	$ 638.42	$ 178.89	$ 1,162.46	$ -	$ 8,058.11
Monday, July 7	81	93	42	135	$ -	$ 2,459.20	$ 802.21	$ 219.00	$ 3,480.41	$ 552.95	$ 148.11	$ 771.41	$ -	$ 4,952.88
Tuesday, July 8	86	127	49	176	$ -	$ 3,336.00	$ 1,108.37	$ 118.00	$ 4,562.37	$ 739.92	$ 376.12	$ 885.31	$ 800.00	$ 7,363.72
Wednesday, July 9	81	156	17	173	$ -	$ 4,207.04	$ 1,374.70	$ 588.80	$ 6,170.54	$ 1,149.99	$ 5,905.71	$ 2,674.35	$ -	$ 15,900.59
Thursday, July 10	90	158	36	194	$ -	$ 3,533.00	$ 1,443.86	$ 279.70	$ 5,256.56	$ 223.22	$ 151.81	$ 2,111.99	$ -	$ 7,743.58
Friday, July 11	91	127	13	140	$ -	$ 4,043.02	$ 1,021.54	$ 278.00	$ 5,302.56	$ 243.48	$ 870.10	$ 1,962.71	$ 1,320.00	$ 9,698.85
Saturday, July 12	81	187	4	191	$ -	$ 8,579.70	$ 2,474.38	$ 858.00	$ 11,912.08	$ 1,039.39	$ 3,420.40	$ 3,527.26	$ 500.00	$ 20,399.13
Sunday, July 13	87	121	41	162	$ -	$ 6,190.68	$ 612.68	$ 443.00	$ 7,246.36	$ 862.38	$ 434.89	$ 1,848.32	$ 100.00	$ 10,491.95
Monday, July 14	86	95	41	136	$ -	$ 2,530.00	$ 846.69	$ 278.00	$ 3,654.69	$ 349.55	$ 116.79	$ 727.90	$ -	$ 4,848.93
Tuesday, July 15	93	125	59	184	$ -	$ 3,146.10	$ 1,141.08	$ 239.00	$ 4,526.18	$ 573.43	$ 252.29	$ 1,284.19	$ -	$ 6,636.09
Wednesday, July 16	90	112	24	136	$ -	$ 2,978.00	$ 966.68	$ 209.00	$ 4,153.68	$ 474.85	$ 259.27	$ 859.56	$ -	$ 5,747.36
Thursday, July 17	75	170	29	199	$ -	$ 4,152.28	$ 1,504.35	$ 350.80	$ 6,007.43	$ 809.43	$ 241.94	$ 1,662.43	$ -	$ 8,715.23
Friday, July 18	83	150	25	175	$ -	$ 5,174.82	$ 1,095.00	$ 336.70	$ 6,677.50	$ 420.84	$ 336.32	$ 1,381.64	$ -	$ 8,816.30
Saturday, July 19	81	147	2	149	$ -	$ 8,559.27	$ 1,095.00	$ 343.00	$ 9,997.27	$ 1,392.15	$ 398.47	$ 2,950.72	$ -	$ 14,718.61
Sunday, July 20	76	64	26	90	$ -	$ 2,557.22	$ 730.90	$ 82.00	$ 2,820.12	$ 853.52	$ 140.53	$ 555.33	$ -	$ 4,369.70
Monday, July 21	84	114	49	163	$ -	$ 3,002.00	$ 1,028.17	$ 392.10	$ 4,422.47	$ 600.47	$ 201.82	$ 1,097.98	$ -	$ 6,322.74
Tuesday, July 22	85	133	27	160	$ -	$ 3,600.00	$ 1,346.68	$ 96.00	$ 4,842.68	$ 240.49	$ 176.13	$ 1,170.31	$ -	$ 6,429.61
Wednesday, July 23	91	104	28	132	$ -	$ 2,655.80	$ 860.32	$ 219.00	$ 3,735.12	$ 365.74	$ 127.05	$ 1,122.70	$ -	$ 5,370.59
Thursday, July 24	94	126	33	159	$ -	$ 2,821.00	$ 1,186.87	$ 133.30	$ 4,141.17	$ 1,059.82	$ 108.84	$ 1,465.70	$ -	$ 6,755.53
Friday, July 25	83	116	18	134	$ -	$ 5,155.22	$ 891.55	$ 153.00	$ 5,229.77	$ 1,723.39	$ 334.49	$ 1,208.26	$ -	$ 8,495.91
Saturday, July 26	78	62	4	66	$ -	$ 3,157.53	$ 419.61	$ 96.00	$ 3,703.14	$ 571.74	$ 214.90	$ 643.82	$ -	$ 7,133.60
Sunday, July 27	90	122	26	148	$ -	$ 6,139.27	$ 742.80	$ 17.00	$ 7,542.82	$ 1,121.59	$ 269.04	$ 1,464.98	$ 500.00	$ 10,898.43
Monday, July 28	91	75	44	119	$ -	$ 1,847.10	$ 640.06	$ 174.00	$ 2,656.16	$ 610.98	$ 59.80	$ 680.18	$ -	$ 4,007.12
Tuesday, July 29	90	107	29	136	$ -	$ 2,525.00	$ 952.30	$ 696.00	$ 4,173.30	$ 353.48	$ 193.43	$ 745.19	$ -	$ 5,465.40
Wednesday, July 30	84	55	19	74	$ -	$ 1,680.00	$ 470.07	$ 108.00	$ 2,258.07	$ 159.00	$ 175.17	$ 369.05	$ -	$ 2,961.29
Thursday, July 31	79	152	39	191	$ -	$ 3,652.00	$ 1,354.15	$ 364.00	$ 5,370.15	$ 828.95	$ 188.25	$ 1,690.94	$ -	$ 8,078.29
	85.97													
TOTAL	31	3771	915	4686	$ -	$ 129,722.04	$ 31,123.23	$ 8,503.80	$ 169,349.07	$ 25,376.25	$ 16,841.26	$ 44,103.89	$ 3,920.00	$ 253,670.47
RAIN OUT DAYS	5 DAYS													

Example

OGM

Weekly Cash Position Report
Sent weekly for manager approval to stay current with vendors and AP



Example Course
Cash & Debt Summary
Date: 8/4/25

Cash on Hand

Balance per bank

Bank Account	$ 202,063.91
Outstanding checks	$ (5,119.90)
Cash/check deposits on hand	$ 8,759.24
Credit card deposits on hand	$ 28,594.44
Requested Check Run	$ (44,140.54)
Money Market Account	$ 18,282.09
Cash on Hand	*$ 206,439.*

Current Debt obligations:
Accounts Payable (excluding request above) $ [illegible]

Overall Cash Position $ [illegible]

Example

Comparative Summary
provided and reviewed monthly with managers

Example Course Comparative Summary June 2025	Monthly June Actual 2025	Monthly June Budget 2025	Last Year June Actual 2024	YTD Jan - Jun Actual 2025	YTD Jan - Jun Budget 2025	Last Year Jan - Jun Actual 2024	Annual Budget 2025
Ordinary Income/Expense							
Income: Memberships	30,768.81	29,000.00	28,152.19	88,339.76	87,000.00	79,109.25	203,000.00
Income: Food	13,865.17	18,000.00	20,687.56	27,981.80	31,500.00	38,666.83	80,000.00
Income: Beverage	48,741.03	46,500.00	45,063.66	93,635.50	98,200.00	94,616.59	231,450.00
Income: Golf	172,649.60	174,725.00	171,165.75	373,272.00	405,485.00	390,539.38	1,003,235.00
Income: Golf Shop Merchandise	24,377.09	26,000.00	25,081.72	57,856.55	60,200.00	57,864.47	140,200.00
Income: Rentals	600.00	1,800.00	1,150.00	600.00	2,400.00	1,150.00	3,200.00
Total Income	291,001.70	296,025.00	291,300.88	641,685.61	684,785.00	661,946.52	1,661,085.00
COGS: Golf Shop Merchandise	14,674.86	18,200.00	12,845.61	39,580.36	42,140.00	51,808.18	98,140.00
COGS: Food	175.46	6,120.00	7,621.75	5,997.03	10,710.00	13,843.63	27,200.00
COGS: Beverage	13,830.68	13,950.00	12,949.15	27,671.10	29,460.00	25,489.11	69,435.00
Total COGS	28,681.00	38,270.00	33,416.51	73,248.51	82,310.00	91,140.92	194,775.00
Gross Profit	262,320.70	257,755.00	257,884.37	568,437.10	602,475.00	570,805.60	1,466,310.00
Labor: Admin	8,272.73	8,870.00	6,738.46	50,494.90	53,220.00	41,088.54	110,840.00
Labor: Food and Beverage	7,214.27	8,710.00	8,986.21	15,102.14	20,645.00	22,681.74	49,105.00
Labor: Golf	21,331.29	22,195.00	23,047.38	60,540.55	61,460.00	64,084.70	149,585.00
Labor: Grounds	40,763.70	38,115.00	39,391.67	154,400.48	155,045.00	152,228.47	340,275.00
Total Labor	77,581.99	77,890.00	78,764.22	280,538.07	290,370.00	280,083.45	649,805.00
Expenses: Admin	21,235.95	21,650.00	20,856.34	114,069.60	118,600.00	107,604.78	255,800.00
Expenses: Food and Beverage	1,156.10	2,190.00	4,898.98	6,590.90	11,920.00	7,440.03	21,550.00
Expenses: Golf	13,648.89	18,195.00	14,964.49	64,018.88	69,440.00	70,511.04	133,420.00
Expenses: Grounds	24,383.83	16,050.00	19,246.04	99,095.10	96,900.00	73,189.62	137,500.00
Total Department Expenses	60,424.77	58,085.00	59,965.85	283,774.48	296,860.00	258,745.47	548,270.00
Total Expense	138,006.76	135,975.00	138,730.07	564,312.55	587,230.00	538,828.92	1,198,075.00
Net Ordinary Income Before Depreciation	**124,313.94**	**121,780.00**	**119,154.30**	**4,124.55**	**15,245.00**	**31,976.68**	**268,235.00**
Interest Income	33.28		112.71	552.82		766.18	
Other Income	0.00		0.00	1,000.00		0.00	
Net Income	**124,347.22**	**121,780.00**	**119,267.01**	**5,677.37**	**15,245.00**	**32,742.86**	**268,235.00**

Example

KPIs
property and industry benchmarking

Pro forma	Actual 2021	Actual 2022	Actual 2023		Actual 2024		Budget 2025	*as
Peak rate % of APR	64.5%	59.9%	55.4%		50.9%		53.8%	
Rounds Breakout								
Total	16,293	17,077	20,750		24,141		22,322	
Member	6,640	6,679	7,754		9,299		8,507	
Member Guest	398	449	564	4.34%	585	3.94%	568	4.11%
Reciprocal	786	848	890	6.85%	876	5.90%	1,098	7.95%
Outside Play	5,172	5,067	6,499	50.01%	8,413	56.68%	7,463	54.02%
Stay and Play	84	87	73	0.56%	87	0.59%	88	0.64%
Outing	1,103	1,501	1,951	15.01%	1,888	12.72%	1,677	12.14%
League Play	658	917	1,062	8.17%	847	5.71%	901	6.52%
Platinum Pass	97	72	92	0.71%	91	0.61%	90	0.65%
WCGC Pass	98	157	217	1.67%	180	1.21%	180	1.30%
Comp/Gift Cert/Emp/Pre Purchase	1,257	1,300	1,548	12.68%	1,875	12.63%	1,750	12.67%
Peak rate collected								
# of rounds (OP,SP) at peak rate					2,721		2,625	
% of rounds at peak rate					32.0%		34.8%	
Revenue collect from peak rate					$200,323.00	32.8%	$196,000.00	32.4%
Ave dollar per round for peak rate					$73.62		$74.67	
% of highest peak rate					87.6%		87.8%	
Cost of Goods								
F&B COGS	34.6%	38.8%	38.3%		37.1%		36.1%	
Cost of Goods % - Food	33.7%	39.1%	41.2%		41.5%		39.5%	
Cost of Goods % - Beverage/Bar	35.6%	38.4%	34.9%		32.6%		32.5%	
Cost of Goods % - Merch	86.7%	89.4%	84.7%		87.5%		82.0%	
Labor as a % of Income								
Total Labor %	21.1%	22.0%	19.1%		20.7%		20.2%	
Food Labor %	49.0%	48.0%	43.9%		53.3%		52.3%	

Example

Transition Plan

Overview
OGM ensures a smooth, efficient transition from the current interim operator to our management at Forest Lake Golf Club in Ocoee, FL, leveraging our experience on both sides of contractor transitions. We move quickly, make smart decisions, and immerse ourselves fully in the process. Our structured transition checklist sets clear objectives, fosters team ownership, and prioritizes timely decision-making and adaptability to align with OGM's hospitality and Golf Ops core processes, delivering a seamless day-one experience for golfers and staff.

Transition Process

- Structured Checklist: Develop a comprehensive transition checklist with clear objectives, day-one goals, and action items assigned to on-site staff and OGM Leadership Team for full accountability.
- Collaboration & Communication: Conduct regular meetings with on-site staff, OGM Leadership, and City of Ocoee representatives to ensure alignment and rapid execution of tasks.
- Staff Integration: Assess and retain key staff, conduct interviews, and onboard new hires with OGM's 3-Step Training (facility tour, shadowing, solo flight) to maintain service quality.
- Operational Readiness: Review and transfer existing data (licensing, utilities, customer data, leagues, outings), finalize budgets, and prepare Pro Shop, F&B, and golf operations for launch.
- Community Engagement: Coordinate with marketing to revamp the website, promote rates, memberships, and community-focused events (e.g., 2-person scrambles, junior golf camps), ensuring continuity for Ocoee's golf community.



Transition Timeline

- July–September 2025:
  - Submit RFP, participate in interviews, negotiate and execute contract, and finalize contractor selection with the City of Ocoee.

- October 2025:
  - Conduct OGM site visit to assess facilities and operations.
  - Review current staffing plan (contact info, wages) and hold internal Leadership Team review.
  - Initiate requests for existing information (licensing, utility accounts, customer data, leagues, outings).

- November 2025:
  - Gain access to existing data from interim operator and City of Ocoee.
  - Complete detailed draft budgets for Pro Shop, F&B, and golf operations.
  - Review existing inventory and FF&E (furniture, fixtures, equipment).
  - Host introductory call with existing on-site managers and prepare internal accounting processes.

- December 2025:
  - Host employee meeting, interview key staff, and process new hire paperwork.
  - Approve operating budgets and order 2026 products (merchandise, chemicals/fertilizers).
  - Begin marketing rates, memberships, and events; revamp website for community outreach.
  - Conduct internal accounting call and final Leadership Team checklist review.

- January 1, 2026:
  - Begin operations as new operator, launching with fully trained staff, optimized tee-sheet, and prepared Pro Shop and F&B services.

Commitment to Excellence

FLGC's transition plan ensures a seamless handover, delivering operational excellence from day one. By embodying OGM's core values—enjoying work, respect, bold problem-solving, building excellence, and win-win-win outcomes—we create a welcoming, professional experience for Ocoee's golf community, driving shared success.

Staffing Plan

Organizational Leadership at Forest Lake Golf Club
Our approach is hands-on, aligned, and built for results. This team structure reflects how we operate every successful property we engage—with clear roles, strong leadership, and accountability built into every layer. We don't manage from afar—our leadership is present and proactive. The on-site team will benefit from consistent access to OGM's full suite of regional experts, playbooks, and processes. This ensures a smooth operation and exceptional customer experience from day one.

Staff Transition & Culture Commitment
At OGM, we value 'time on job', the people already doing the work. As part of our transition process, we will meet and interview all existing staff with respect and openness. Our goal is to build on what works, align our work culture, and retain talent wherever possible. We have a strong retention rate through transitions because we're transparent, provide clear expectations, and equip our teams with the tools and support they need to succeed. From OGM Operating System scorecards to detailed playbooks and goal-setting systems, we work side by side with employees to create a culture of clarity, teamwork, and shared success.

see next page for Organizational Chart



FOREST LAKE GOLF CLUB

Craig Haltom
President
Big Problem Solver, Culture, Idea Generation, Industry Trends

Brian Jensen, *PGA*
Vice President
Lead & Manage, P&L, Client Relationships, Risk Mgmt



OGM

Tom Stem, *GCSAA*
Regional Manager Agronomy
Quality Control, Budget Mgmt, Safety, Ops Support

Rochelle Reiman
Marketing Director
Marketing Execution, Content Development, Brand Strategy, Property Support

Justin Fox, *PGA*
Regional Manager
Lead & Manage, Hospitality, Ops Support, Biz Strategy, P&L, Client Satisfaction, Safety

Ashton Gebert, CPA
Director, Finance & HR
Lead & Manage, Forecasting, Budgets, Cash Flow, Capital Mgmt, Reporting, Tax Strategy

Marketing Coordinator
Executes Content, Email & Social, Support Ops, Track Engagement & KPI's

General Manager
Daily Ops, Guest Experience, Lead & Manage, Hospitality, Budget, P&L

Controller & Admin Support
Financial Reporting, Weekly Reporting, A/P & A/R

Golf Course Superintendent
Delivers Conditions, Lead & Manage, Ag Plans, Equipment & Irrigation Oversight

Golf Professional
Tee Sheet & Shop Ops, Lead & Manage, Hospitality, Leagues, Events & Instruction

F&B Manager
Hospitality, staffing, Inventory, Events

Mechanic

Assistant Super

Spray Tech

Hourly Maint Staff

Irrigation Tech

Golf Shop Staff

Service Staff

Kitchen Manager

Hourly Staff

Hourly Staff

POSITIONS, WAGE SCALES AND BENEFITS

Oliphant Golf Management proposes the following staffing model for Forest Lake Golf Club. Our team is built to deliver complete operational coverage and accountability, while emphasizing efficiency, top-tier service, and a strong alignment with the needs of the club.

Full Time			
Position	**# FT**	**Qualifications**	**Anticipated Salary Range**
General Manager	1	PGA Member 5+ years golf club leadership	$90,000 - $110,000
Assistant Golf Professional	1	PGA Member 3+ years golf professional leadership	$60,000 - $70,000
Golf Course Superintendent	1	GCSAA certified 5+ years turf expertise; FL pesticide license	$95,000 - $105,000
Assistant Superintendent	1	Turf certification; 2+ years course support; pesticide license preferred	$65,000 - $75,000
Mechanic	1	Hands-on equipment repair experience; vocational training	$60,000 - $70,000
Spray Technician	1	FL pesticide license; solid chemical application skills	$45,000 - $55,000
Irrigation Technician	1	Irrigation certified; skilled in system maintenance	$45,000 - $55,000
Maintenance Team	2	Course upkeep experience; hands-on landscaping skills	$17 - $20 per hour
F&B Manager	1	3+ years food service leadership; hospitality background, ServSafe certified	$50,000 - $70,000
Kitchen Manager	1	Culinary experience; kitchen ops and staff oversight	$40,000 - $55,000

Part Time			
Position Title	**# PT**	**Qualifications**	**Anticipated Wage Range**
Golf Shop Attendants	2-3	Retail or service experience; golf know-how a plus	$14 - $17 per hour
Starters / Marshals	3-4	Golf etiquette knowledge; strong communication	$13 - $16 per hour
Outside Services	2-3	Outdoor service skills; equipment handling ability	$13 - $15 per hour
Maintenance Laborers	3-7	Basic landscaping and course support skills; reliable work ethic	$16 - $18 per hour
F&B Hourly Staff - Kitchen	1-3	Kitchen prep or service experience; team-oriented mindset	$15 - $18 per hour
F&B Hourly Staff - Front of Ho	2-4	Customer service skills; familiarity with dining operations	$10 - $12 per hour + tips
Beverage Cart Attendants	3-4	Friendly demeanor; experience with mobile sales and customer service	$10 - $12 per hour + tips

Our team approach for Forest Lake Golf Club brings:

- A skilled leadership crew driving golf ops, course care, and warm member connections
- Flexible part-time roles to adapt to seasonal peaks and player flow
- Engaging community events and hands-on support for local ties

We'll adjust pay annually based on market trends, team performance, and seasonal needs. The final crew size may tweak to fit real-time demands and City input.

Capital Improvement Plan

OGM is uniquely qualified to develop and execute master plans for Forest Lake Golf Club (FLGC). In Year 1, we will deliver a comprehensive master plan, prioritizing projects to drive incremental improvements and operational growth, aligned with the City of Ocoee's vision for facility enhancements. **We propose funding these projects through a 6.5% earmark of operating revenue, ensuring sustainable investment and incremental growth.**

Our Expertise
Our teams have successfully executed high-profile projects nationwide, including self-performed golf course renovations, practice facilities, innovative non-traditional golf projects, and new course construction, while also expertly project managing the development/renovation of clubhouses, restaurants, pool houses, and other amenities.

Proven Success
We have successfully implemented this approach at properties like Lawsonia, Nakoma Aberdeen, Bullseye, and Trappers Turn, delivering enhanced facilities, increased player engagement, and sustainable operational growth.

Value Proposition
As your lease partner, our proven expertise and operational excellence, OGM is positioned to deliver significant value through strategic capital planning and seamless execution, ensuring FLGC thrives as a community asset.

Initial Capital Investment
OGM will invest approximately $1.5 million upfront for maintenance equipment and GPS-enabled golf carts, ensuring efficient operations and an enhanced player experience from day one. Based on exiting conditions and customer feedback this is an immediate priority and aligns with our short term goals.

Annual Capital Investment
OGM proposes contributing 6.5% of annual gross revenues toward mutually agreed-upon capital projects, generating over $3 million in improvements to FLGC over the initial 10 years of the lease.







This strategic approach prioritizes targeted, incremental improvements to the golf course, clubhouse, and equipment, funded through a 6.5% earmark of operating revenue as outlined in our pro forma analysis. These enhancements will follow a comprehensive master plan developed in collaboration with the City of Ocoee, with investments phased over multiple seasons to ensure sustainable growth and alignment with community goals.

Initial Recommendations (Year 1-5)

Golf Course Maintenance

- New maintenance fleet
- Driving range - tee line and turf, target greens, drainage, explore lighting
- Tee leveling and grassing
- Add forward tees and implement junior tees
- Sandy waste area expansion
- Bunker edging and drainage Improvements
- Tree pruning, removal and vegetation clearing
- Cart path repairs
- Irrigation assessment
- Stormwater drainage assessment
- Greens renovation assessment

Golf Operations

- New golf cart fleet with GPS (in addition to existing city fleet)
- Course signage
- Retail fixtures

Clubhouse

- Clubhouse improvements (restrooms, paint, FF&E, landscape)
- Patio seating space
- Clubhouse signage improvements
- Mold remediation
- Roof Inspection

Long Term Capital Improvements (Year 6 and beyond)

Golf Course Maintenance

- Short game renovation and putting course
- Fairway, surrounds and approach expansion
- Maintenance building improvements

Golf Operations

- Driving range building, lighting and Tech range
  - Covered seating area with full bar, TVs, music, games etc)
- Golf cart storage and wash pad improvements

Clubhouse

- Roof
- Parking resurface
- Restaurant re-brand

***** For illustrative purposes only. Upon selection, a completed Master Plan will be further developed.***



***** For illustrative purposes only. Upon selection, a completed Master Plan will be further developed.***



Operator Experience - Leadership Team

CRAIG HALTOM

President

Craig leads Oliphant Golf Management, very much hands-on and in the field, with a talented team of managers based in Plover, Wisconsin. Craig is an active golf course architect, and in addition to his work with OGM, is best known for his role in the development of Mike Keiser's successful golf destination project, Sand Valley, where he initially discovered the property and continues as a member of the development team. Craig began work for Oliphant Golf in 2001, after living in Scotland for three years, where he completed a graduate degree in landscape architecture and studied the great links courses of Great Britain and Ireland.





BRIAN JENSEN, PGA

Vice President

Brian oversees a team of over 700 golf management professionals at Oliphant Golf Management during peak season, leading with resolve to ensure daily success for every client. Since joining OGM in 2013, he has drawn on extensive experience as a Golf Professional and General Manager at top private country clubs in Wisconsin and Illinois. His expertise, gained from years of hard work and training in the industry beginning with his days as a bag boy in Arizona, drives our operational strength. Brian's decisive leadership fuels OGM's growth and delivers strong financial outcomes for our clients.

ASHTON GEBERT, CPA

Director of Accounting

Ashton operates from our Plover, Wisconsin office, leading Oliphant Golf Management's Accounting and Office Administration team, including a full-time staff of three along with seasonal support. She expertly manages payroll, billing, accounts payable, and all financial reporting with precision and foresight. Earning her Certified Public Accountant designation in 2013, Ashton brings proven expertise to streamline operations. She and her team handle critical tasks in-house, minimizing on-site demands while providing strategic guidance to enhance budget performance, ensuring robust financial outcomes with a forward-thinking approach.



JUSTIN FOX, PGA

Regional Manager



Justin holds a Bachelor's in Agribusiness and Professional Golf Management from Arizona State University, backed by 16 years of golf industry experience including warm-weather climates in **Florida** and **Arizona**. He served as General Manager in Florida for three years, where he enjoyed his time and helped the club excel. His career includes roles from outside services and mowing greens to serving as Head Golf Professional and General Manager, with expertise across 5-star resorts, Top 100 courses, and hosting a multi-year LPGA Tour event. Having guided properties through transitions with multiple management firms, Justin drives OGM's commitment to operational excellence, ensuring efficiency and delivering results with a collaborative, forward-focused approach.



TOM STEM, GCSAA

Regional Manager, Agronomy

Tom has been a vital part of Oliphant Golf Management since 2015, bringing over 25 years of golf industry expertise to our team. As the overseer of golf operations at Pocono Manor, where he has served as Superintendent for more than 16 years, he ensures consistent excellence. Beyond Pocono Manor, Tom plays a critical role on our Agronomy team, conducting site visits as a trusted advisor to all course superintendents, delivering hands-on guidance with precision and resolve. His extensive experience strengthens our operations, driving quality outcomes and fostering success across every project with a proactive, team-driven approach.

SANTOS MEJIA

Vice President, Construction



Santos brings over 30 years of expertise as a Construction Superintendent to Oliphant Golf Management, excelling in golf course development since joining in 2004. Specializing in irrigation system installation and construction management, he consistently delivers quality results on large-scale projects. His technical mastery and steadfast leadership have been vital to the success of Sand Valley Golf Resort, where he directed the construction and development of the property, including five championship courses. Santos' proven track record and determined approach ensure every project meets the highest standards, driving impactful outcomes with unwavering precision.



THERAN STEINDL

Design Associate & Project Manager

Theran holds a degree in Large Complex Management, Golf, and Ground Management, bringing 20 years of experience managing diverse golf courses—from 18-hole private layouts to 72-hole municipal facilities—with a focus on architectural innovation. Since joining Oliphant Golf Management, he has spearheaded public-private partnerships, overseen design and construction project management, and driven business development, all while advancing municipal consulting. Passionate about transforming concepts into thriving courses, Theran's expertise ensures efficient, high-impact results with a determined, collaborative approach.

KEN LACY, GCSAA

Senior Golf Course Superintendent



Ken Lacy, Senior Superintendent at OGM, brings over 30 years of expertise in golf course design, construction, management, and operations, with extensive warm-weather experience. He has led eight golf course developments, from site analysis to grow-in, across **Florida**, New Mexico, the Caribbean, Kentucky, Tennessee, Ohio, Wisconsin, and Missouri. Proficient with Zoysia, Bermuda, Paspalum, bentgrass, rye grass, and bluegrass, Ken ensures vibrant turf. A skilled leader, he excels in greens management, irrigation, erosion control, and stormwater management. With a pesticide license, Ken delivers sustainable, high-quality results for distressed properties.



ROCKI REIMAN

Marketing Director

Rocki has been a driving force at Oliphant Golf Management since 2014, based out of our Plover, Wisconsin office. Starting her golf career in food and beverage management and wedding/event sales in Central Wisconsin, she swiftly transitioned into marketing for a number of years, later serving as General Manager at The Golf Courses of Lawsonia. With this diverse expertise, Rocki now leads and empowers our on-site teams, crafting and executing robust marketing strategies for our management clients with a sharp, collaborative focus on delivering results.

CATHERINE HELLING

Administrative & Payroll Services



Catherine honed her skills in her brother's thriving startup before earning a bachelor's degree in English and studio art. Since joining Oliphant Golf Management in 2017, she has excelled in human resources, adeptly managing weekly pay apps and accounts payable across multiple properties. Her proven reliability and resourcefulness strengthen our team, providing critical support to superintendents and general managers with a professional, unwavering resolve.



LISA JANIS

Controller

Lisa earned a Chemistry degree from Colorado State, cultivating a sharp analytical and problem-solving mindset. Prior to Oliphant Golf Management, she advanced through roles to become Director of Accounting and Payroll in the ski industry. Now serving as a controller for our managed properties, Lisa enhances financial efficiency and accuracy with precision. Her key contributions include financial reporting, general ledger management, payroll and invoice processing, account reconciliations, journal entry preparation, and compliance—delivering robust, reliable support to our clients.

Operator Experience - Case Studies

THE GOLF COURSES OF LAWSONIA | GREEN LAKE, WI | PUBLIC
Full Lease agreement since 2011

Oliphant Golf Management initiated our partnership with The Golf Courses of Lawsonia in 2011, following a proactive outreach to the American Baptist Association (ABA), the property's owners. We recognized the potential to restore this 36-hole facility—once a nationally ranked gem—to its former prominence. Facing declining course conditions, aging infrastructure, and overgrown vegetation obscuring its architectural significance, OGM began with maintenance improvements, forging a strong alliance with the ABA. This collaboration expanded to encompass all operations—food and beverage, merchandising, service, marketing, and golf management—under a rolling 7-year lease where OGM manages all expenses, equipment investments, and annual enhancements. This revitalization has reestablished Lawsonia as a premier destination Midwest golf cornerstone, delivering exceptional experiences for players while enriching the Green Lake community through increased tourism, local engagement, and sustainable growth.

Key Accomplishments:

- Restored the Links Course to national acclaim, receiving rankings such as #79 Top 100 Courses in the U.S. (GOLF.com), #24 Top 100 Courses You Can Play (Golfweek), #58 America's 100 Greatest Public Courses (Golf Digest), and #62 Best Classic Course (Golfweek).
- Boosted total revenue from $1.4 million to over $5 million, with Links Course rounds rising from 16,500 to over 25,000 and average per-round revenue increasing from $43 to $81.
- Funded renovations using operating cash—including tree removal, tee box upgrades, mowing line adjustments, and a 110,000 sq ft bunker restoration based on 1937 aerials and original blueprints.
- Revamped the Woodlands Course, improving pace of play, aesthetics, and turf health with bunker overhauls, drainage upgrades, and selective tree removal, resulting in a 25% increase in rounds and 35% higher golf revenue.
- Transformed concessions into Langford's Pub, a full-service restaurant and bar now generating over $1.2 million annually (up from $150,000).
- Introduced Airbnb-style lodging in three on-site homes and secured local hotel partnerships for stay-and-play packages, with over 35% of play now from visitors traveling 2.5+ hours.
- Executed a branding and digital marketing strategy highlighting architectural heritage, targeting discerning golfers, tourists, and influencers, amplifying Lawsonia's reach.
- Launched the Lawsonia Invite, an annual event hosting all area high school golf teams to foster community engagement.





TOLEDO CITY GOLF | TOLEDO, OH | MUNICIPAL
OGM Management services since 2024

OGM has partnered with the City of Toledo since 2024 to manage its municipal golf courses—Ottawa Park, Detwiler Park, and Collins Park. City officials tasked us with getting these wonderful public assets back on track, and we've delivered measurable improvements in just over a year, enhancing golf operations while strengthening community connections.

Our team launched three new websites and targeted social media efforts to broaden each course's reach and engage local players. On-site, we've upgraded conditions with consistent maintenance practices—fairways, greens, and all—bringing quality you can see and play. Collaborating closely with the City, stakeholders, and golfers, we've tailored our work to Toledo's priorities, respecting its golfing heritage while setting a solid base for growth.

Key Accomplishments:

- Rounds and revenue increased by 20% within first year.
- Bunker restoration at Ottawa Park Golf Course executed with Parks Department with high impact, perceived as complete restoration effort to golden-age golf course through a thoughtful and modest budget.
- Digital presence enhanced with three new websites and invigorated social media strategies.
- Series of inclusive events scheduled and executed, including Ottawa Park's 125th anniversary celebration with Mayor's opening tee shot.
- Immediate facility improvements implemented: deep-cleaned clubhouses, edged bunkers, refreshed bathrooms and new signage.
- Evaluated current equipment fleet lease and negotiated purchase of new fleet within first 8 months.



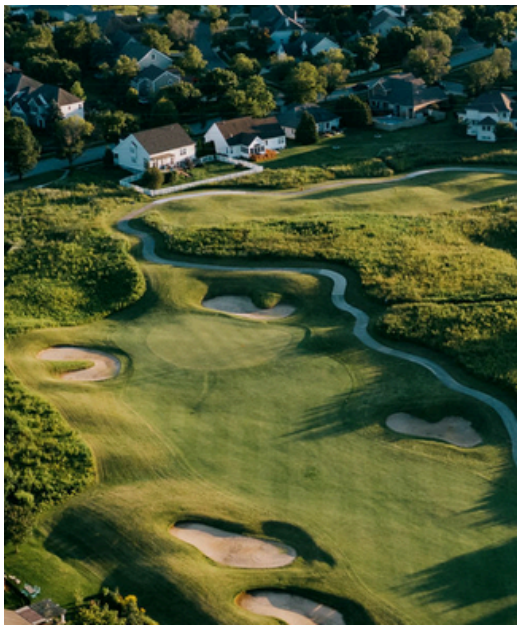


THE COURSE AT ABERDEEN | VALPARAISO, IN | PUBLIC
OGM Management services since 2023

Aberdeen is an 18-hole championship course within a 650-rooftop homeowners association. The HOA formed a golf committee board charged with selecting a new golf management company capable of maximizing revenue opportunities, gaining the trust of all homeowners, and providing a long-range prioritized capital expenditure plan. Course conditions and greens complex improvements were necessary to gain market share in the Valparaiso golf market. In the first year, we exceeded the budget and prior year by over $100k in net income, and by over $200k in year 2.

Key Accomplishments:

- Developed an equipment replacement strategy and promptly implemented it, investing approximately $150k in Year 1.
- Developed a comprehensive master plan and collaborated with the Board to create a multi-year implementation strategy. Phase 2 completed in spring 2025.
- Renovated/replaced a 30-year-old pump house, increased capacity, and added a VFD to enhance efficiency and longevity.
- Instituted cultural practices (topdressing, rolling, watering, etc.) that led to greatly improved conditions, such as the best greens putting surfaces they've ever played on.
- Increased overall revenue by more than 10% while reducing overall costs by over 5%.
- Increased the average dollar per round collected by 15%.
- Achieved a record number of rounds in 3 out of 4 peak season months.
- Range revenue increased by 85% in year one.

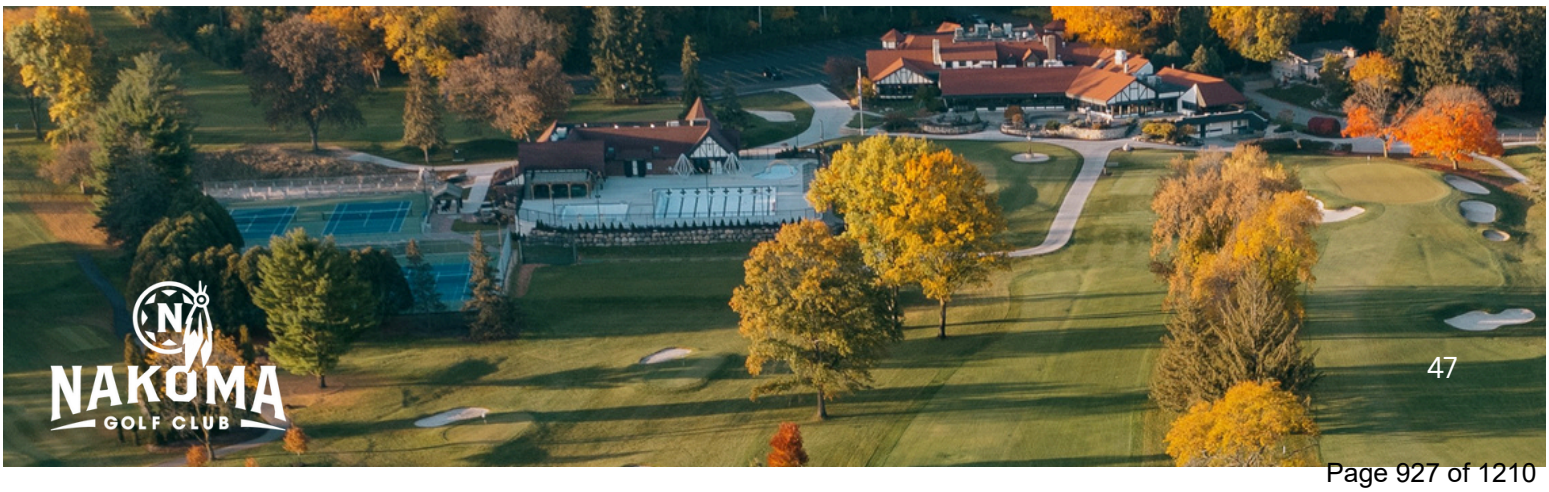




NAKOMA GOLF CLUB | MADISON, WI | PRIVATE
OGM Management services since 2009

OGM's first contract in Management was in the City of Madison, Wisconsin. Nakoma was plagued by its ongoing course condition problems, primarily due to the swampy land it is situated on. OGM aided in master planning in 2001, executing a number of projects that Nakoma was able to absorb at the time. In 2009, when undergoing a change of course superintendent, OGM was called upon again, this time to take over the day-to-day maintenance of this early 1900s Tom Bendelow golf design. Craig Haltom and Mike Oliphant dove in completely to establish new and sustainable cultural practices, develop new spending efficiencies, solve the wet course conditions, and create a long-term master plan to elevate Nakoma from a struggling private club (in a competitive market) to being seen as the top membership option in Madison for golfers. OGM continued in Maintenance for Nakoma for eight years. As OGM and its capabilities grew, Nakoma once again turned to OGM for guidance in the other facets of its operations, hiring OGM for overall operations in 2016. Today, OGM has signed a 10-year renewal contract.

Key Accomplishments:

- NGC contemplated abandoning the golf course before hiring OGM in 2009 due to "unsolvable groundwater problems." Those problems were solved, and Nakoma is now one of Wisconsin's best-conditioned courses.
- Design and development of a popular new patio and outdoor dining area.
  - Led to an increase in average member spending on food and beverages.
- Initial master plan developed in 2010.
  - Nearly all projects were completed in three seasons at a greatly reduced cost such as
    - Large-scale drainage projects throughout the course, over 20,000 lf. of drainage pipe, eliminating groundwater problems
    - Construction of new practice facilities.
    - Installation of new fencing along the property line.
    - And completion of various impactful golf course projects (trees, tees, turf).
- Capital equipment planning (Within the OGM contract, OGM is now responsible for new equipment purchases).



NAKOMA GOLF CLUB | MADISON, WI | PRIVATE
OGM Management services since 2009

(Continued)

- 2014 & 2018: The Masterplan was updated, leading to additional improvements:
  - Major drainage enhancements on holes #12, #6, and #3.
  - Expansion of the cart path network.
  - Reworking of clubhouse landscaping and overall course presentation.
  - Rebuilding of the putting green.
- Design and Development of a popular new patio and outdoor dining.
  - Lead to an increase in average member spending in food and beverage
- Creation and ongoing execution of 100-year anniversary comprehensive masterplan.
- Full and thriving membership achieving new revenue records. Now has a waitlist for the first time in decades.
- Renewed long-term (10-year) contract in both Maintenance and Management.
- Project Management for a new $7 million sport and cafe complex, led by OGM on-site team of managers
  - Brought new off-season amenities to the facility (fitness and platform tennis, soon to add golf simulators
- Overhauled technology, POS, and accounting software as well as security of facility
  - Deployed new transparent reporting strategies, Accounting, and HR.
- New website, professional photography, and overall branding an awareness strategies.
- Highest restaurant financial return in the club's history.



FRANKFORT COMMONS GOLF COURSE | FRANKFORT, IN | MUNICIPAL
OGM Management services 2016-2019

Oliphant Golf Management was engaged to lease and manage Frankfort Commons golf course, taking over from a previous management company that had left it in disarray. Hired to reverse the decline, we revitalized course conditions, expanded service offerings, and established a stable operation. Working closely with the mayor and a newly formed golf commission, we upgraded the outdated irrigation system, developed a comprehensive master plan, and implemented new maintenance equipment with replacement strategies. Our team also enhanced food and beverage operations, elevating the overall experience. Through these efforts, OGM transformed Frankfort Commons into a thriving municipal asset, delivering measurable improvements and lasting community value.

Key Accomplishments:

- Rebranded club identity with a new logo, enhanced online presence, and elevated customer service and course conditions.
- Implemented transparent, accurate financial and rounds reporting for operational clarity.
- Formed a Golf Committee, integrating two city officials and local residents for collaborative oversight.
- Developed strategic capital investment planning to ensure long-term sustainability.
- Restored agronomic practices, routine maintenance, and preventative care for superior course quality.
- Created jobs, adding eight full-time equivalent local positions and 15 seasonal roles.
- Established Commons Club with local resident rates to boost community access.
- Increased fees aligned with improved course conditions and customer service, earning strong local support.
- Reinstituted a city-wide tournament and launched a $10 community golf day to enhance engagement.



POCONO MANOR GOLF CLUB | POCONO MANOR, PA | PUBLIC
OGM Management services as of 2014, lease in 2020

At this course project, the OGM construction and maintenance teams focused on restoring the authenticity of the original 1912 Donald Ross and William Flynn design by introducing native grass areas. Notably, they undertook the meticulous reconstruction of the historic 77-year-old par 3 green at hole #7, preserving its timeless appeal. Internal renovations and upgrades were also conducted on-site at the golf shop, seamlessly blending tradition with contemporary aesthetics. A comprehensive rebranding effort ensued, encompassing a redesigned website and logo that encapsulated the course's rich heritage. In a strategic move to broaden their reach, the team expanded marketing initiatives through paid social media campaigns and television advertisements targeting neighboring states. These collective endeavors underscore their dedication to preserving golf history while embracing progressive enhancements.

Key Accomplishments:

- 95% of Club Employees were retained in year 1.
- Increased player satisfaction through improved conditioning and green speeds.
- Developed a comprehensive master plan for ownership.
- Executed irrigation repairs, restoring water to sections of the course that hadn't been reached in years.
- Reconstructed the historic number 7 green, which previously struggled to maintain grass, at a fraction of the ownership cost.
- Restored native areas according to the original design concepts envisioned by William Flynn in the 1920s.
- Successfully caring for a course with limited tee irrigation, no irrigation and no automated green irrigation.
- Increased average per round dollars (APR) by over $6 in two years
- Increased rounds by over 15% year over year, since expanding marketing efforts



Current Management Clients

The Golf Courses of Lawsonia
Green Lake, WI
36 Hole Destination Property
with On-Site Lodging

Nakoma Golf Club
Madison, WI
18 Hole Private Club
with Pool & Tennis

Bullseye Golf Club
Wisconsin Rapids, WI
18 Hole Semi-Private Course

Ottawa Park, Detweiler Park & Collins Park
Golf Courses
Toledo, OH
45 Holes of Municipal Golf

Lakes of Taylor & Taylor Meadows
Golf Courses
Taylor, MI
36 Holes of Municipal Golf

Trappers Turn Golf Club
Wisconsin Dells, WI
27 Hole Resort with 12 Hole Short Course

Lake Arrowhead Golf Course & HOA
Nekoosa, WI
36 Hole Course with HOA Amenities
Servicing 1,500 Homes in POA

Pocono Manor Golf Course
Pocono Manor, PA
18 Hole Public Course with additional 3 Hole Loop

The Course at Aberdeen
Valparaiso, IN
18 Hole Semi-Private
Course in 650 home HOA

Watertown Country Club
Watertown, WI
18 Hole Private Course

Kishwaukee Country Club
DeKalb, IL
18 Hole Private Course

Oliphant-Haltom Construction

OGM pairs its management expertise with substantial design and construction experience, executed by our very own team. Our teams handle a wide range of work—from detailed renovations to new builds—giving us the tools to deliver courses that are built right, with lasting quality.

For golf courses that hire OGM for management, this translates into a unique advantage: they gain the full strength of our construction and masterplanning capabilities. This allows us to implement improvements that are both superior in quality and more cost-effective than competitors. Our deep insight ensures ongoing collaboration with superintendents, aligning grow-in phases and long-term maintenance with the original vision for a seamless, high-quality result.











Operator Experience
Southern United States

WILDERNESS COUNTRY CLUB
NAPLES, FL
Builder - Oliphant Golf Construction

Project Scope: Complete 18 hole reconstruction of existing golf course, including driving range. Work included new bunkers, greens, substantial re-grading and re-grassing.



CHASE OAKS GOLF CLUB
PLANO, TX
Builder - Oliphant Golf Construction

Project Scope: Complete 18 hole irrigation remodel and grow-in of all bermudagrass playing surfaces, including greens, tees, fairways and roughs, along with complete renovation of all 18 holes from tee to green, and a six hole short course is being added.



WILD SPRING DUNES
MT. ENTERPRISE, TEXAS
Architect - Tom Doak
Builder - Oliphant Haltom Golf Construction

Project Scope: Full construction services including land preparation, shaping, irrigation installation, and final grading.



SAND VALLEY GOLF RESORT -
SAND VALLEY, MAMMOTH DUNES, THE SANDBOX, THE LIDO, SEDGE VALLEY
NEKOOSA, WI
Architects - Bill Coore & Ben Crenshaw / David McLay Kidd / Tom Doak / C.B. Macdonald
Builder - Oliphant Haltom Golf Construction

Project Scope: Full construction services including land preparation, shaping, irrigation installation, and final grading of four 18-hole golf courses and one par 3 course.



THE CLUB AT LAC LA BELLE
OCONOMOWOC, WI
Architect - Craig Haltom (Renovation)
Builder - Oliphant Haltom Golf Construction

Project Scope: Comprehensive redesign and build of an 18 hole golf course, driving range, and surrounding landscape, including full construction services such as land preparation, shaping, installing irrigation, and final grading.



THE GLEN GOLF PARK - Municipal
MADISON, WI
Architect - Craig Haltom, Brian Schneider & Sarah Mess
Builder - Oliphant Haltom Golf Construction

Project Scope: Complete design renovation, and build of an 9-hole golf course, centered around land stewardship and diverse community offerings outside of golf.



12 NORTH AT TRAPPERS TURN
WISCONSIN DELLS, WI
Architect - Craig Haltom & Andy North
Builder - Oliphant Haltom Golf Construction

Project Scope: Par-3 golf course with cleverly routed holes to showcase elevation changes, exposed sandstone, and panoramic views. This project included adding a 25k sq. ft. putting course design by Craig Haltom.



STEVENS POINT COUNTRY CLUB
STEVENS POINT, WI
Architect - Craig Haltom (Renovation)
Build - Oliphant Haltom Golf Construction

Project Scope: Comprehensive re-design and build of an 18 hole golf course and surrounding landscape, including full construction services such as land preparation, shaping, installing irrigation, and final grading.



THE DANCE FLOOR AT GENEVA NATIONAL
LAKE GENEVA, WI
Architect - Craig Haltom
Builder - Oliphant Haltom Golf Construction

Project Scope: The Dance Floor presents 27 holes of lighted grass putting course plus surround sound, a cocktail bar, a bocce ball, and firepits for roasting and toasting.



THE LIDO | NEKOOSA, WI | RESORT
Architect: C.B. Macdonald
Restored: Tom Doak and Brian Schneider
Builder: Oliphant Haltom Golf Construction

OGM played a central role in recreating The Lido at Sand Valley in Nekoosa, Wisconsin—a precise recreation of C.B. Macdonald's lost Long Island design. Using advanced GPS technology and a 3D digital model created in a video game, we pioneered a new way to do historic course restorations. Opened in May 2023 as a private club with limited resort access, the course is now consistently ranked in the top 20 courses in the United States.

Project Scope: Construct new 18 hole golf course recreation built with exacting standards for accuracy.

Services Provided:
Collaboration with design teams - Project management - Budget planning and oversight - Permitting coordination - Construction execution, including site prep, burning, mass excavation of over 1 million yards of material - Permitting coordination - Irrigation installation - Equipment and operator support - Agronomic guidance and seeding support - Landscape design and design of landscaped areas in private homes bordering the course



THE GLEN GOLF PARK | MADISON, WI | MUNICIPAL
Architect - Craig Haltom, Brian Schneider and Sarah Mess
Builder - Oliphant Haltom Golf Construction

In 2021, Craig Haltom and Oliphant Golf managed the design, renovation, and construction of The Glen Golf Park, a 9-hole municipal course in Madison, Wisconsin, with a focus on sustainable land use and community benefit. Our team handled every phase, turning the site into a practical, welcoming recreational space. Working closely with public and private partners, we delivered a course that's approachable for all golfers, added a free public putting course to encourage participation, and integrated native vegetation to support local conservation efforts.

Project Scope: Redesign and construct a 9-hole golf course, a 'golf park, prioritizing sustainability and broad community access beyond traditional golf.

Services Provided:
Design development - Project oversight - Budget planning and management - Construction execution - Permitting coordination - Irrigation installation - Equipment and operator support - Turf selection and establishment - Agronomic expertise - Landscape design - Stakeholder communication and relationship building - Full turf grow-in and opening preparations





12 NORTH AT TRAPPERS TURN | WISCONSIN DELLS, WI | PUBLIC
Architect - Craig Haltom and Andy North
Builder - Oliphant Haltom Golf Construction

OGM collaborated with Trappers Turn's owners to design and construct 12 North, a par-3 short course in Wisconsin Dells, built to provide another fun amenity for the golf resort and to keep players engaged and returning year over year. We took on the challenge of creating a practical, standout feature for the property on a limited footprint, drawing on Craig Haltom's design expertise and paired 2-time US Open Champion Andy North. The course is great looking and a lot of fun to play, with hole in one type pin positions and interesting and varied greens. 12 North has strengthened Trappers Turn's reputation as a top public destination while supporting community use (kids play free) and creating a perfect venue for smaller charitable golf outings.

Project Scope: Design and construct a par-3 golf course with strategically routed holes to emphasize elevation changes, exposed sandstone, and scenic views.

Services Provided:
Design development - Project oversight - Budget planning and management - Construction execution - Permitting coordination - Irrigation installation - Equipment and operator support - Turf selection and establishment - Agronomic expertise - Landscape design - Stakeholder communication and relationship building - Full turf grow-in and opening preparations



References

THE GOLF COURSES OF LAWSONIA
Lease | 2011-Present
W2615 S Valley View Dr, Green Lake, WI 54941
Ben Mott, President/CEO Green Lake Conference Center
Phone: 920 294 7250 | Email: benmott@glcc.com

LAKE ARROWHEAD GOLF COURSES
Maintenance Only | 2015-Present
1195 Apache Lane, Nekoosa, WI 54457
Joel Barth, General Manager
Phone: 715 325 2929 | Email: j.barth@lakearrowheadgolf.com

POCONO MANOR GOLF COURSE
Lease | 2014-Present
395 Manor Dr, Pocono Manor, PA 18349
Don Snyder, PM Inn General Manager
Phone: 570 839 7110 | Email: dsnyder@poconomanor.com

NAKOMA GOLF CLUB
Full Management | 2008-Present
4145 Country Club Road, Madison, WI 53711
Tommy Farrell, Club Greens Committee Chair
Phone: 608 219 8516

Advanced Turf Solutions - Financial Reference
PO Box 678, Mendota, IL 61342
Accounts #160087, 160323, 160603, 160404, 160349
Phone: 317 827 7982
Email: sfrederick@advancedturf.com or akrause@advancedturf.com

Revels Turf - Financial Reference
2217 N Main Street , Fuquay Varina, NC 27526
Accounts 201450, 202735, 202915
Phone: 847 683 4653
Email: kathy@revelstractor.com

References - Letter

POCONO MANOR

Prior to contracting with Craig Haltom and Brian Jensen of OGM our golf operations were managed in house for over 100 years at our resort property. Having many facets of a 3,500 acre resort operation to manage, hiring a golf management team took a huge workload from my plate. Our golf course has a rich, wonderful history with a legacy which has hosted many of golf legends over the years. So, this important decision was carefully vetted as I evaluated putting my major resort amenity and business driver in the hands of a management company.

After evaluating several golf management companies, small and large, the straight forward approach of Craig Haltom and Brian Jensen gave me the confidence I needed to make this game changing decision. I must admit, although reluctantly, not all of the decisions I make operating Pocono Manor are great, contracting with OGM was one of my best. Improvements were immediate and continue to this day. The headaches and challenges associated with golf operations were no loonger taking a large portion of my time and provided me with the ability to focus my energies to many other challenges and resort improvements.

If you want to see your golf course management immediately improve, you should hire OGM. We could not be more delighted with the results of our relationship with Craig, Brian and the OGM Team and we will continue to renew our agreements with them. Please contact me if I can be of any further assistance.

ALL THE BEST

Don Snyder
General Manager

References - Letter



As the Chairman and Treasurer of the Board that oversees The Course at Aberdeen in Valparaiso, Indiana I am pleased to take a moment and share my thoughts on Oliphant Golf Management (OGM) and their team as they start their second year with us. Back at the end of 2022, when we decided to make the move from our prior management company, we knew our 26 year old golf course at that time needed improvements, new equipment and a new strategy to sustain it in the future. Financially we were at a break-even point at best, but lacked a real vision as to what we should do. Our course is owned by the community's POA and supported by an assessment structure that was put in place back in 2017 when the POA bought the course. When we looked at other management companies, the board was convinced by an overwhelming vote that OGM's experience in the industry and ability to focus on our REAL needs was the best fit for The Course at Aberdeen. Based on the fact they are a smaller operation, compared to the other companies overseeing hundreds of courses, we knew this made sense and we couldn't be happier with the changes they implored in the first year. I can say going into our second season I am very pleased as not only have we turned a break even scenario into a very meaningful profit after year one, but Craig and his team put together a Master Plan for our course broken down into phases and starting the 2024 season they have already completed two phases with glowing reviews from not only players but our community of owners!

Change is not always easy and accepted by all, but I can say with a great deal of confidence that our move to OGM has been absolutely right for Aberdeen and we are very excited to continue on with the plan they have put in place for us and look forward to the future. Being in the Midwest our "revenue" season is very short ranging from 180-210 days based on the weather. The work they were able to do on our course this past winter and the speed in which they completed that work prior to the start of the season was nothing short of amazing! As I mentioned, not only am I the Board Chairman, but I am also the Treasurer so when Phase One of the project came in well under budget the board and I were more than pleased thus allowing additional work to be completed.

If you want your course to see immediate improvement I would "HIGHLY" recommend OGM as working with Craig, Brian, Justin, and the rest of their team has been a very exciting experience for us. I would be more than happy to discuss anything further.

Yours in Golf,

Ken Zagrocki
Chairman
The Course at Aberdeen

References - Letter



Lake Arrowhead has been working with OGM on several fronts since 2015. We have maintained a very successful partnership throughout this timeframe and look forward to sustaining this relationship for many years to come. As the individual accountable for all areas and performance at Lake Arrowhead, I appreciate the extraordinary efforts of OGM and their entire team. OGM has always understood prioritizing and a sense of urgency when there is a crucial or critical situation. Quality of work has been superb and constant. Furthermore, they are always attempting to show improvements and upgrades in certain areas while never being complacent. Descriptive words that quickly come to mind would be - productive, responsive, timely, fair as well as quality and quantity of work. Above all else, they are good listeners which is of utmost importance. While they have been very proactive throughout their tenure they have also reacted well to any of our needs and requests. We have renewed agreements on multiple occasions and look forward to the next renewal period.

Please feel free to reach out directly to me with any further questions or inquires about Oliphant Golf Management.

Lake Arrowhead Association
Joel Barth, PGA
General Manager

Attachment "I"
Proposer's Questionnaire

The Proposer recognizes that in selecting a company/agent, the City of Ocoee shall rely, in part, on the answers provided in response to this questionnaire. Accordingly, Proposer warrants to the best of its knowledge that all responses are true, correct, and complete. The City of Ocoee reserves the right to contact each and every reference listed below and shall be free from any liability to Proposer for conducting such inquiry.

Company Profile

1. Number of Years in Business: __29____

2. Number of Employees: _600+____ (company wide)
   Number of Employees: _45-65 depending on season__ (servicing location)

3. Annual Sales Volume: $11M (company wide)
   Number of Employees: _45-65____ (servicing location)

4. State that you shall provide a copy of your company's audited financial statements for the past two (2) years.

5. Is your company currently for sale or involved in any transaction to expend or to become acquired by another business entity? If yes, please explain the impact both in organizational and directional terms.

6. Provide any details of all past or pending litigation or claims filed against your company that would negatively impact your company's performance under an agreement with the City of Ocoee.

7. Is your company currently in default on any loan agreement or financing agreement with any bank, financial institution, or other entity? If yes, specify date(s), details, circumstances, and prospects for resolution.

OGM

PROPOSER'S QUESTIONNAIRE

To Whom it may concern

We have provided a copy of OGM's financial statements for the past two years confidentially under separate cover.

OGM is not for sale or involved in any transaction to expend or be acquired by another business entity.

OGM has never initiated or been subject to any litigation.

OGM is not in default on any loan agreement or financing agreement with any bank, financial institution or other entity.

Craig Haltom

President

Oliphant Golf Management

Attachment "J"
City of Ocoee Execution of Offer Form

Request for Proposal

THIS FORM IS TO BE COMPLETED, SIGNED AND RETURNED WITH YOUR PROPOSAL.

PROPOSER AGREES TO PERFORM ALL WORK AS SET FORTH IN THIS REQUEST FOR PROPOSAL, AND IN ACCORDANCE WITH THE TERMS AND CONDITIONS AT THE PRICES SUBMITTED.

If requested, the Proposer shall furnish bonding with the following company as surety:

Name of Surety Company: __Hausmann Group_____
Address: ____740 Regent Street_____
Madison, WI 53072

Phone Number: ____262 521 5700_____

Insurance Agent: ___Jason Schwerdt_____

Address: _Valparaiso First Insruance_____

__9 Franklin Street_____

Valparaiso, IN 43683_____

Phone Number: 219 462 4334 _____

Contact Person: Jason Schwerdt

THE PROPOSER IS HEREBY NOTIFIED THAT THIS DOCUMENT SHALL BE SIGNED IN INK IN ORDER FOR THE PROPOSAL TO BE ACCEPTED. BY SIGNING, THE PROPOSER CERTIFIES THAT HE/SHE SHALL COMPLY IN EVERY ASPECT WITH THE REQUEST FOR PROPOSAL, ADDENDUMS, PROPOSAL, ANY AND ALL EMAILS/LETTERS OF CLARIFICATION, BAFO, AND CONTRACT.

The proposal, if submitted by an individual, shall be signed by an individual; if submitted by a partnership, shall be signed by such member or members of the partnership as have authority to bind the partnership; if submitted by a corporation the same shall be signed by the President and attested by the Secretary or an Assistant Secretary. If not signed by the President as aforesaid, there must be attached a copy of that portion of the bylaws, or a copy of a Board resolution, duly certified by the Secretary, showing the authority of the person so signing on behalf of the corporation. In lieu thereof, the corporation may file such evidence with the administration, duly certified by the Secretary, together with a list of the names of those officers having authority to execute documents on behalf of the corporation, duly certified by the Secretary, which listing shall remain in full force and effect until such time as the administration is advised in writing to the contrary. In any case where a proposal is signed by an attorney in fact, the same must be accompanied by a copy of the appointing document, duly certified.

If an Individual:

NAME: _____

_____
Street and/or P.O. Box

_____ _____ _____ _____
City State Zip Code Fed ID or SSN

_____ _____
Signature Date

_____
Print Signature

WITNESS: _____
Signature

_____
Print Signature

If a Partnership:

NAME OF PARTNERSHIP: _____

_____
Street and/or P.O. Box

_____ _____ _____ _____
City State Zip Code Fed ID or SSN

BY: _____ _____
Signature Date

_____
Print Signature

TITLE: _____ WITNESS: _____
Signature

_____
Print Signature

If a Corporation:

NAME OF CORPORATION: Oliphant Haltom Golf LLC dba Oliphant Golf Management

3046 Village Park Dr
Street and/or P.O. Box

Plover	WI	54467	46 - 0884135
City	State	Zip Code	Fed ID or SSN

STATE OF INCORPORATION: Wisconsin

BY: _____ 8/4/2025
Signature Date

Brian Jensen
Print Signature

TITLE: Vice President WITNESS: _____
Secretary's Signature

Justin Fox
Print Signature

Remittance Address (if different than above):

Street and/or P.O. Box

City State Zip Code

NOTE: Firms must use their **full legal** name. Generally, a corporation's name must end with a suffix indicating the corporate status of that business (i.e., Inc., Co., Corp., etc.). Individuals or corporations may indicate trade names with the individual or corporate name followed by "t/a" (trading as) or "d/b/a" (doing business as), respectively. Failure to use your **full legal** name may be cause for rejection of the proposal.

Contact for Administration

NAME: _____

TELEPHONE: _____

EMAIL: _____

Payment Remittance Address

Street and/or P.O. Box

City State Zip Code

(Remainder of page left blank intentionally.)

Oliphant Haltom Golf, LLC
3046 Village Park Drive
Plover, WI 54467

Date: August 01, 2025

Letter of Authority

To Whom It May Concern,

This letter serves as formal authorization from Oliphant Haltom Golf, LLC, a Wisconsin s-corporation, stating that Brian Jensen, Vice President of Oliphant Haltom Golf, LLC, was granted authority to sign contracts and other legally binding agreements on behalf of the company.

This authorization includes, but is not limited to, the execution of contracts, agreements, amendments, proposals, and related documents necessary for the operation and management of Oliphant Haltom Golf LLC's business activities.

On April 1, 2025, the undersigned member of Oliphant Haltom Golf, LLC confirms that Brian Jensen was appointed as an officer with full authority to sign on behalf of the LLC, effective retroactively as of April 1, 2015, pursuant to his promotion on that date and authority shall remain in effect until revoked in writing by an authorized officer of the company.

For verification purposes, please feel free to contact Craig Haltom, President and 100% Owner, at 608-444-8301 or chaltom@oliphantgolf.com.

Sincerely,

Craig Haltom
President

Attachment "K"
Acknowledgement of Addenda

1. ACKNOWLEDGMENT OF ADDENDA:

Respondent acknowledges receipt of the following addenda:

No.____1_____	Dated __June 5th _____
No.___2_____	Dated ____June 20th_____
No.___3_____	Dated __June 27th _____
No.___4_____	Dated __July 11th _____

(Remainder of page left blank intentionally.)

ocoee
florida

Attachment "L"

RFP #25-006 Conflict of Interest Disclosure Form

The award of this contract is subject to the provisions of Chapter 112, Florida Statutes, and all applicable federal, state, and local laws. All Bidders must disclose within their bid: the name of any City of Ocoee employee, Mayor or City Commissioner, other City Official, or City Consultants, who owns assets or capital stock, directly or indirectly, in the Bidder's firm or any of its branches, or would directly or indirectly benefit by the profits or emoluments of this Bid. (Indirect ownership or benefit applies to any members of his or her immediate family.) Bidder certifies that no member of the entity's ownership or management is presently applying for an employee position or actively seeking an elected position with the City. In the event that a conflict of interest is identified in the provision of services, Bidder agrees to immediately notify the City in writing.

The purpose of this disclosure form is to give the City the information needed to identify potential conflicts of interest for the City Commission, Staff, and other key City employees and consultants involved in the award and administration of this contract.

According to Chapter 112, Florida Statutes, the term "conflict of interest" "means a situation in which regard for a private interest tends to lead to disregard of a public duty or interest", and refers to situations in which financial or other personal considerations may adversely affect, or have the appearance of adversely affecting, an employee's professional judgment in exercising any City duty or responsibility in administration, management, instruction, research, or other professional activities.

Please check one of the following statements and attach additional documentation if necessary:

X To the best of our knowledge, the undersigned firm has no potential conflict of interest for this RFP.

____ The undersigned firm, by attachment to this form, submits information which may be a potential conflict of interest for this RFP.

Acknowledged by:

Oliphant Golf Management
Firm Name

Signature

Justin Fox, PGA , Regional Manager
Name and Title (Print or Type)

8/4/2025
Date

Attachment "M"
Non-Collusion Affidavit

Justin Fox
_____, being first duly sworn deposes and says:

1. He/She is the Representative
(Owner, Partner, Office, Representative or Agent)
of Oliphant Golf Management, the Bidder that has submitted the attached Bid;

2. He/She is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

3. Such Bid is genuine and is not a collusive or sham Bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affidavit, have in any way, colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted; or to refrains from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any Bidder, firm, or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit, or cost elements of the Bid price or the Bid price in any other Bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Contract;

5. The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Bidder or any other of its agents, representatives, owners, employees or parties in interest, including this affidavit.

By: Justin Fox
Title: Regional Manager

STATE OF Wisconsin
COUNTY OF Brown

Sworn to and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 5th day of August, 2025, by Justin Fox who ☐ is personally known to me or ☒ has presented WI Drivers License as identification.

Notary Public
My Commission Expires: 09/16/2027

SARAH J. POLAREK NOTARY PUBLIC STATE OF WISCONSIN

Attachment "N" Drug-Free Workplace Certification

The undersigned Bidder, in accordance with Florida Statute 287.087, hereby certifies that it has a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

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, and 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 pleas 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 is 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.

Bidder: Oliphant Golf Management

Signature _____

By: Justin Fox
(Print or Type Name)

Title: Regional Manager

Date: 8/4/2025

Attachment "O"
Sworn Statement under Section 287.133(3)(A), Florida Statutes, on Public Entity Crimes

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to City of Ocoee, Florida by Oliphant Golf Management by Justin Fox, PGA, Regional Manager.
(Print individual's Name & Title)

whose business address is 3046 Village Park Dr, Plover, WI 54467

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material representation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

   a. A predecessor or successor of a person convicted of a public entity crime: or

   b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a *prima facie* case

that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement I have marked below is true in relation to the entity submitting this sworn statement. (please indicate which statement applies).

X
_____ Neither the entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of this entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of this entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding concerning the conviction before a Hearing Officer of the State of Florida, Division of Administrative Hearings. The final order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Please attach a copy of the final order.)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH _____. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

_____

(Signature)

Date: 8/5/2025

Oliphant Golf Management

Name of Bidder (Contractor)

STATE OF Wisconsin

COUNTY OF Brown

Sworn to (or affirmed) and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 5th day of August, 2025 by Justin Fox in the state of Wisconsin County of Brown.

SARAH J. POLAREK NOTARY PUBLIC STATE OF WISCONSIN

Notary Public

My Commission Expires: 04/16/2027

Attachment "P"
Certification of Non-Segregated Facilities

Bidder certifies that he/she does not maintain or provide for its employees any segregated facilities at any of its establishments, and that employees are not permitted to perform their services at any location, under this control, where segregated facilities are maintained. Bidder certifies further that it will not maintain or provide for employees any segregated facilities at any of its establishments, and that Bidder will not permit its employees to perform their services at any location under Bidder's control where segregated facilities are maintained. Bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this Bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage and dressing areas, parking lots, drinking fountains, recreation or entertainment area, transportation, and housing facilities provided for employees on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. Bidder agrees that (except where Bidder has obtained identical certification from proposed subcontractors for specific time periods) Bidder will obtain identical certifications from proposed subcontractors, if any, prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that Bidder will retain such certifications in its files.

The nondiscriminatory guidelines as promulgated in Section 202, Executive Order 11246, and as amended by Executive Order 11375 and as amended, relative to Equal Opportunity for all persons and implementations of rules and regulations prescribed by the United States Secretary of Labor are incorporated herein.

The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

Date August 4th, 2025.

By: _____

Regional Manager
(Title)

Official Address (including Zip Code):

3046 Village Park Drive
Plover, WI 54467

Attachment "Q"
Certification Regarding Scrutinized Companies' Lists

Bidder certifies that the company is not participating in a boycott of Israel. Bidder certifies that Bidder is not on the Scrutinized Companies that Boycott Israel List, not on the Scrutinized Companies with Activities in Sudan List, not on the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List, and is not engaged in business operations in Cuba or Syria, as those terms are used and defined in sections 287.135 and 215.473 of the Florida Statutes. In the event that Bidder is unable to provide such certification but still seeks to be considered for award of this solicitation, Bidder shall, on a separate piece of paper, clearly state that it is on one or both of the Scrutinized Companies lists and shall furnish together with its proposal a duly executed written explanation of the facts supporting any exception to the requirement for certification that it claims under Section 287.135 of the Florida Statutes. Bidder agrees to cooperate fully with the City in any investigation undertaken by the City to determine whether the claimed exception would be applicable. City shall have the right to terminate any contract resulting from this solicitation for default if Bidder is found to have submitted a false certification, or to have been placed on the Scrutinized Companies that Boycott Israel List, or to have been placed on the Scrutinized Companies for Activities in Sudan List, or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria.

Bidder: ___Oliphant Golf Management_____

By:_____
(Authorized Signature)

Printed Name and Title:____Justin Fox, PGA, Regional Manager__

Date:____8/4/2025_____

Attachment "R"
Human Trafficking Affidavit

The undersigned, on behalf of Contractor, hereby attests as follows:

1. Contractor understands and affirms that Section 787.06(13), Florida Statutes, prohibits the City of Ocoee from executing, renewing, or extending a contract to entities that use coercion for labor or services.
2. Contractor hereby attests, under penalty of perjury, that Contractor does not use coercion for labor or services as defined in Section 787.06(2), Florida Statutes.

I, the undersigned, am an officer or representative of the non-governmental entity named below, and hereby represent that I: make the above attestation based upon personal knowledge; am over the age of 18 years and otherwise competent to make the above attestation; and am authorized to legally bind, and make the above attestation on behalf of, the Contractor. Under penalties of perjury, I declare that I have read the forgoing document and that the facts stated in it are true.

By: _____
Print Name: Justin Fox
Print Title: Regional Manager
Company Name: Oliphant Golf Management

STATE OF Wisconsin
COUNTY OF Brown

The foregoing instrument was sworn to and subscribed before me by means of ☑ physical presence or ☐ online notarization, this 5th day of August, 2025, by Justin Fox, as _____ of _____, who is ☐ personally known to me or ☒ produced WI Drivers License as identification.

_____
Notary Public Signature
Print Notary Name: Sarah J Polarek
My Commission Expires: 09/16/2027

(Seal) SARAH J. POLAREK NOTARY PUBLIC STATE OF WISCONSIN

Attachment "S" Company Not an Entity of Foreign Country of Concern

In accordance with Florida Statute 287.138 and for purposes of this affidavit, "foreign country of concern" means the People's Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People's Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolas Maduro, or the Syrian Arab Republic, including any agency of or any other entity of significant control of such foreign country of concern.

The undersigned, on behalf of the entity listed below hereby attests under penalty of perjury as follows:

1. I am an officer or representative of __Oliphant Golf Management_____ (hereinafter "Entity"), and I am authorized to provide this affidavit on its behalf.
2. Entity is not owned by the government of a foreign country of concern.
3. No government of a foreign country of concern has a controlling interest in Entity.
4. Entity is not organized under the laws of or has its principal place of business in a foreign country of concern.
5. If, at any time in the future, Entity does become owned by a foreign country of concern, if a foreign country of concern acquires a controlling interest in Entity, or Entity becomes organized under the laws of or relocated to a foreign country of concern, Entity will immediately notify the City of Ocoee and no contracts may be executed, renewed, or extended between the parties.
6. I have read the foregoing affidavit and confirm that the facts stated in it are true, and are made for the benefit of, and reliance by the City of Ocoee.

Authorized Signature: _____

Printed Name: Justin Fox

Title: Regional Manager

STATE OF Wisconsin

COUNTY OF Brown

The foregoing instrument was acknowledged ☒ by physical means / ☐ by electronic means before me this 5th day of August 2025 by Justin Fox, who ☐ is personally known to me / ☐ presented WI Drivers License as identification and who ☐ did / ☐ did not take an oath.

Notary Public, Commission Seal: SARAH J. POLAREK NOTARY PUBLIC STATE OF WISCONSIN

_____

Print Name: Sarah J Polarek

Attachment "T"
Contractor E-Verify Affidavit

I hereby certify that Oliphant Golf Management [insert contractor company name] does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

A true and correct copy of Oliphant Golf Management [insert contractor company name] **proof of registration in the E-Verify system is attached to this Affidavit.**

Print Name: Justin Fox

Date: 8/5/2025

STATE OF Wisconsin

COUNTY OF Brown

The foregoing instrument was acknowledged before me by means of ☒physical presence or ☐online notarization, this 08/05/2025 (date) by Justin Fox (name of officer or agent, title of officer or agent) of Oliphant Golf Management (name of contractor company acknowledging), a WI (state or place of incorporation) corporation, on behalf of the corporation. He/she is personally known to me or has produced WI Driver License (type of identification) as identification.

Notary Seal

SARAH J. POLAREK NOTARY PUBLIC STATE OF WISCONSIN

Notary Public

Sarah J Polarek

Name typed, printed or stamped

My Commission Expires: 04/16/2027

OGM E-Verify Compliance Statement

OGM has not previously been required to participate in the E-Verify system. Upon selection as a vendor, OGM is committed to registering with the E-Verify system and fully complying with all applicable state and federal guidelines.



Craig Haltom
President
Oliphant Golf Management

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 1/5/2024

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	CONTACT
Valparaiso First Insurance, Inc. 9 Franklin Street Valparaiso IN 46383 License#:1481510	**NAME:** Jason Schwerdt **PHONE (A/C, No, Ext):** 219-462-4334 **FAX (A/C, No):** 219-462-1892 **E-MAIL ADDRESS:** insurance@valpofirst.com

INSURED	INSURER(S) AFFORDING COVERAGE	NAIC #
Oliphant Haltom Golf LLC OHG Construction LLC 3046 Village Park Dr. Plover WI 54467 OLIPHAL-01	INSURER A : Owners	32700
	INSURER B : Auto-Owners	18988
	INSURER C : WescoInsuranceCompany	25011
	INSURER D : National Casualty Company	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** 341109903 **REVISION NUMBER:**

THISISTO CERTIFY THAT THE POLICIES OFINSURANCELISTED BELOWHAVE 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 D	X **COMMERCIAL GENERAL LIABILITY** CLAIMS-MADE X OCCUR X EPLI GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO-JECT LOC OTHER:	Y		09701648 EKO3415106	2/3/2025 2/6/2026	2/3/2025 2/6/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG Employment Practices	$ 1,000,000 $ 50,000 $ 5,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $ 1,000,000
B	**AUTOMOBILE LIABILITY** X ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY SCHEDULED AUTOS NON-OWNED AUTOS ONLY X	Y		5270164800	2/3/2025	2/3/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
A	X **UMBRELLALIAB** X OCCUR **EXCESS LIAB** CLAIMS-MADE DED X RETENTION $ 10,000			5270175700	2/3/2025	2/3/2026	EACH OCCURRENCE AGGREGATE	$ 5,000,000 5,000,000
C	**WORKERSCOMPENSATION AND EMPLOYERS'LIABILITY** ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBEREXCLUDED? **(Mandatory in NH)** Y / N: N If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		WWC3577059	2/3/2025	2/3/2026	X PER OTH- E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000
A	Liquor Liability Rented Equipment			09701648	2/3/2025	2/3/2026	Liquor Liability Rented Equipment	1,000,000 1,000,000

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

Certificate Holder is additional insured on liability policies via Blanket Additional Insured where required by written contract.

CERTIFICATE HOLDER

SAMPLE
The City of Ocoee

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



83

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Florida Certificates

Florida Department of Agriculture and Consumer Services
Pesticide Certification Office
Commercial Applicator License
License # CM27646

STEM, TOM
106 GREEN CHAPEL LN
CRESCO, PA 18326

Categories
3

Issued: September 19, 2022

Expires: September 30, 2026

Signature of Licensee

NICOLE "NIKKI" FRIED, COMMISSIONER

The above individual is licensed under the provisions of Chapter 487, F.S. to purchase and apply restricted use pesticides.

Florida Certificates

State of Florida
Department of State

I certify from the records of this office that OLIPHANT HALTOM GOLF, LLC is a Wisconsin limited liability company authorized to transact business in the State of Florida, qualified on July 26, 2023.

The document number of this limited liability company is M23000009990.

I further certify that said limited liability company has paid all fees due this office through December 31, 2024, that its most recent annual report was filed on February 8, 2024, and that its status is active.

I further certify that said limited liability company has not filed a Certificate of Withdrawal.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Third day of April, 2024

Secretary of State

Tracking Number: 7413701210CU

To authenticate this certificate,visit the following site,enter this number, and then follow the instructions displayed.

https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication

WOODTRUST BANK
BANKING | INVESTMENTS | TRUST

DEREK JOHNSON
VP Business Banking
Derek.johnson@woodtrust.com
PHONE: (715) 422-0274
MOBILE: (715) 572-0964
FAX: (715) 422-0300

June 20th, 2025

Oliphant Haltom Golf, LLC OHG Construction, LLC
Attn: Brian Jensen, Craig Haltom, and Ashton Gebert
3046 Village Park Dr
Plover, WI 54467

Re: Credit Reference Letter

To Whom It May Concern,

Oliphant Haltom Golf ("OGM") and OHG Construction, LLC ("OHG") established a relationship with WoodTrust Bank in March of 2018. The relationship between OGM and WoodTrust Bank includes deposit and lending. OGM has and continues to make timely payments on any and all lending arrangements. The relationship is strong and continues to grow. WoodTrust Bank has historical and current financial statements that shows a strong business liquid position with strong cash flows to support further business growth.

OGM is a valued customer of the bank and is a top-rated credit in comparison to other customers serviced by WoodTrust Bank. This writer would personally recommend doing business with OGM and its principles.

If more information is requested regarding the relationship between OGM and WoodTrust Bank please don't hesitate to contact me at my direct line 715-422-0274 or email me at derek. johnson@woodtrust.com.

Respectfully,

Derek Johnson
WoodTrust Bank
Business Banking

Why Choose OGM?



PROVEN SUCCESS IN OPERATIONS

We maintain the highest internal quality standards for our work. A call to any of our management clients will confirm that our team follows through on our commitments, and that we create business relationships that last.

CONSTRUCTION

With the leadership and expertise of Craig Haltom and Oliphant Golf's legacy in construction, we have completed 250+ renovations and new construction projects across the country. Our award winning body of work includes the likes of Sand Valley, Mammoth Dunes, Lawsonia Links, Shooting Star Golf Club, The Madison Club and the Beloit Club, just to name a few. Choosing OGM as a management company allows access to our wealth of knowledge and experience in this space, too.

MASTER PLANNING

We have been blessed to work on some amazing projects around the country, and to work with the most talented people in our industry. We apply that experience to help you move your golf business forward and to create experiences that your customers will love.

LONG RANGE CAPITAL PLANNING

We will analyze the club's challenges and opportunities and prioritize and execute thoughtful master plans for course improvements and capital spending. From equipment planning, remodeling a clubhouse, or renovating greens, we have done it all... **we will help you to achieve things you may not have previously thought possible!**

OGM

We are excited for the opportunity to partner with the City of Ocoee at Forest Lake Golf Club. Thank you for your consideration.



Submitted By

Craig Haltom, President, 608-444-8301
Brian Jensen, Vice President, 608-214-5180
bjensen@ogm.golf
Justin Fox, Regional Manager, 623-742-8203
Oliphant Haltom Golf, LLC
3046 Village Park Dr, Plover, WI 54467
Phone: 715-544-6588 | www.oliphantgolf.com

Proposal for Lease and Operation of Forest Lake Golf Club

Submitted to: City of Ocoee
RFP #: 25-006
Submitted by:

Aureus Greenway Holdings Inc,
Nasdaq Listed Ticker: AGH
2995 Remington Blvd, Kissimmee, FL 34744
www.aureusgreenway.com
Email: ccheung@aureusgreenway.com

Date: August 5, 2025

CONFIDENTIALITY NOTICE

The information contained in this proposal submission (the "**Proposal**") to the **City of Ocoee, Florida**, in response to **RFP 25-006**, is **confidential and proprietary** to **Aureus Greenway Holdings Inc**. (Company"). This Proposal includes trade secrets, financial data, technical information, and other sensitive materials that are not intended for public disclosure.

By accepting this Proposal, the City of Ocoee agrees to:

1. **Restrict access** to this Proposal solely to City staff, officials, and authorized representatives directly involved in the evaluation of **RFP 25-006**.
2. **Not disclose, reproduce, or distribute** any portion of this Proposal to third parties, competing vendors, or the public without the express written consent of **Aureus Greenway Holdings Inc**. (**"AGH"**)
3. **Return or destroy** all copies of this Proposal if the City does not proceed with the proposed engagement, upon written request by **Aureus Greenway Holdings Inc**.

This confidentiality obligation shall remain in effect unless and until the information contained herein becomes publicly available through no fault of the recipient or is required to be disclosed by applicable law, regulation, or court order.

If you are not an authorized representative involved in the evaluation of **RFP 25-006**, please **do not review, copy, or disseminate** this document and **notify the sender immediately**.

Unauthorized use or disclosure of this Proposal may result in legal action.

For questions regarding this confidentiality notice, please contact:

ChiPing Cheung
CEO
Aureus Greenway Holdings Inc
ccheung@aureusgreenway.com
U.S. Mobile: +1-914-843-1982

Aureus Greenway

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1. Transmittal Letter

August 5, 2025

Aureus Greenway Holdings Inc. (Nasdaq: AGH)
2995 Remington Blvd, Kissimmee, FL 34744
www.aureusgreenway.com
Email: ccheung@aureusgreenway.com

City of Ocoee
Attn: Olena Stokych, Purchasing Analyst
1 North Bluford Street
Ocoee, FL 34761

Subject: Proposal Submission – RFP #25-006 (Lease & Operation of Forest Lake Golf Club)

Dear Ms. Stokych,

Aureus Greenway Holdings Inc ("AGH") is pleased to submit this proposal to partner with the City of Ocoee to lease, operate, maintain, and elevate Forest Lake Golf Club. Although this represents our first foray into municipal golf management, it is firmly supported by our proven track record operating our own courses in Florida, as well as the financial strength and resource access required to ensure long-term success.

Category	Commitment
Guaranteed Rent	**$1,500,000** per year (first 10 years paid upfront)
Percentage Rent	Refer to *Attachment C – Lease Term Sheet*
Capital Improvement Program	**$1,500,000** over Years 1-5 – fully funded
Agronomy	USGA / FDEP best-practice standards
Youth & Inclusion	Expanded junior, family, adaptive-golf programming with FSGA & local schools.
Community Events	Clubhouse repositioned as the premier social venue, able to host a robust range of community events and become the preferred gathering destination.

We acknowledge receipt of Addenda Nos. and affirm compliance with all RFP requirements.

RFP #25-006 Addendum #1, June 5, 2025
RFP #25-006 Addendum #2, June 20, 2025
RFP #25-006 Addendum #3, June 27, 2025
RFP #25-006 Addendum #4, July 11, 2025

Our proposal reflects our commitment to deliver

1. Enhancing the golf experience for Ocoee residents.
   Forest Lake Golf Club (FLGC) will be repositioned as "Ocoee's Home Course & Event Venue" — an inclusive, financially sustainable asset delivering measurable value to residents and visitors.

2. Meeting the City's financial and operational goals (per Attachment A).

Category	Commitment
Guaranteed Rent	**$1,500,000** per year (first 10 years paid upfront)
Percentage Rent	Refer to *Attachment C – Lease Term Sheet*
Capital Improvement Program	**$1,500,000** over Years 1-5 – fully funded
Agronomy	USGA / FDEP best-practice standards
Youth & Inclusion	Expanded junior, family, adaptive-golf programming with FSGA & local schools.
Community Events	Clubhouse repositioned as the premier social venue, able to host a robust range of community events and become the preferred gathering destination.

3. Investing in capital improvements (see Section 3C).

   We are committing **$1,500,000** in total capital improvements to be completed within the first five (5) years of the lease commencement date. Full details are provided in Section 3C.

Partnership with Down to Earth (DTE)

As part of this proposal, we would like to inform you that we will partner with Down to Earth to be the Golf Course maintenance service provider. DTE brings extensive expertise in greens renovation projects and is prepared to commence work immediately in summer 2026. A signed LOI is attached for your reference.

Sincerely,

ChiPing Cheung
CEO
Aureus Greenway Holdings Inc

2. Executive Summary

Forest Lake Golf Club (FLGC) will be repositioned as "Ocoee's Home Course & Event Venue" — an inclusive, financially sustainable asset delivering measurable value to residents and visitors. Key value propositions include:

Evaluation Criteria	Our Commitment
Operations & Business Plan (20 pts)	Market-driven, KPI-oriented plan
Operating Experience (15 pts)	Portfolio of two (2) public courses, Two (2) F&B outlets, and two (2) event venues; references enclosed
Compensation/Rent Offer (20 pts)	Minimum Guaranteed Rent: **$150,000** per annum10; Profit sharing scheme (See Attachment C – Lease Term Sheet)
Financial Capability (15 pts)	Audited net worth: **$12,784,340** Cash and cash equivalents: Approximately **$8,322,178**
Capital Improvement Plan (30 pts)	**$1,500,000** program (See **Section 3.3**)

Category	**Key Performance Indicator (KPI)**
Financial	• Net Operating Income (NOI) • EBITDA Margin • Total Revenue per Round
Utilization & Access	• Total Rounds Played • Resident-Round Percentage • Tee-Sheet Utilization (prime-time %)
Customer Experience	• Net Promoter Score (NPS) • Average Pace-of-Play (mins) • Online Review Rating
Agronomy & Course Quality	• Greens Speed Consistency (Stimp)
Environmental	• Reclaimed-Water Use per Irrigated Acre • Fertilizer / Pesticide Volume vs. BMP baseline

3. Operations/Business Plan

Vision & Objectives

- Vision: Deliver an affordable championship-quality golf and lifestyle venue that enriches the Ocoee community.

- **Five Core Objectives:**

  - Financial sustainability and profitability
  - Hospitality-focused service
  - Youth engagement
  - Agronomic excellence
  - Environmental stewardship

3.1 Base Case Five-year Annual Operating Budget

Rounds/mo		$50.00	3,333	4,167	5,000	5,833
Current rates		**Rounds**	40,000	50,000	60,000	70,000
		Per Month				
Green Fees	73%	$250,000	$ 2,000,000	$ 2,500,000	$ 3,000,000	$ 3,500,000
Driving Range	6%	$ 20,000	$ 240,000	$ 240,000	$ 240,000	$ 240,000
Liquor Sale	9%	$ 30,000	$ 360,000	$ 360,000	$ 360,000	$ 360,000
Food sales	6%	$ 20,000	$ 240,000	$ 240,000	$ 240,000	$ 240,000
Merchandise	4%	$ 15,000	$ 180,000	$ 180,000	$ 180,000	$ 180,000
Other	2%	$ 8,000	$ 96,000	$ 96,000	$ 96,000	$ 96,000
Total Revenue		**$ 343,000**	**$ 3,116,000**	**$ 3,616,000**	**$ 4,116,000**	**$ 4,616,000**
Total Revenue						
COGS	30%					
Admin Expenses	14%					
F&B Expenses	7%					
Golf Maintenance	28%					
Golf Operations	21%					
Total Expenses						
Gross EBITDA						

	Rounds								50,000
	Y1	Y2	Y3	Y4	Y6	Y7	Y8	Y9	Y10
	$ 1,639,942	$ 2,186,589	$ 2,186,589	$ 2,186,589	$ 2,186,589	$ 2,186,589	$ 2,186,589	$ 2,186,589	$ 2,186,589
	$ 131,195	$ 174,927	$ 174,927	$ 174,927	$ 174,927	$ 174,927	$ 174,927	$ 174,927	$ 174,927
	$ 196,793	$ 262,391	$ 262,391	$ 262,391	$ 262,391	$ 262,391	$ 262,391	$ 262,391	$ 262,391
	$ 131,195	$ 174,927	$ 174,927	$ 174,927	$ 174,927	$ 174,927	$ 174,927	$ 174,927	$ 174,927
	$ 98,397	$ 131,195	$ 131,195	$ 131,195	$ 131,195	$ 131,195	$ 131,195	$ 131,195	$ 131,195
	$ 52,478	$ 69,971	$ 69,971	$ 69,971	$ 69,971	$ 69,971	$ 69,971	$ 69,971	$ 69,971
	$ 2,250,000	**$ 3,000,000**	**$ 3,000,000**	**$ 3,000,000**	**$ 3,000,000**	**$ 3,000,000**	**$ 3,000,000**	**$ 3,000,000**	**$ 3,000,000**
	$ 2,250,000	$ 3,000,000	$ 3,000,000	$ 3,000,000	$ 3,000,000	$ 3,000,000	$ 3,000,000	$ 3,000,000	$ 3,000,000
	$ 496,570	$ 662,093	$ 662,093	$ 662,093	$ 662,093	$ 662,093	$ 662,093	$ 662,093	$ 662,093
	$ 229,186	$ 305,581	$ 305,581	$ 305,581	$ 305,581	$ 305,581	$ 305,581	$ 305,581	$ 305,581
	$ 114,593	$ 152,791	$ 152,791	$ 152,791	$ 152,791	$ 152,791	$ 152,791	$ 152,791	$ 152,791
	$ 458,372	$ 611,163	$ 611,163	$ 611,163	$ 611,163	$ 611,163	$ 611,163	$ 611,163	$ 611,163
	$ 343,779	$ 458,372	$ 458,372	$ 458,372	$ 458,372	$ 458,372	$ 458,372	$ 458,372	$ 458,372
	$ 1,642,500	$ 2,190,000	$ 2,190,000	$ 2,190,000	$ 2,190,000	$ 2,190,000	$ 2,190,000	$ 2,190,000	$ 2,190,000
	$ 607,500	**$ 810,000**	**$ 810,000**	**$ 810,000**	**$ 810,000**	**$ 810,000**	**$ 810,000**	**$ 810,000**	**$ 810,000**

* Y1 assumed operating 3/4 of year

* Conservative base case scenario, refining of actual numbers will be done after communication with City and having better visibility on existing operations.

- **(i)** **Property Operation and Maintenance:** $1MM / year
- **(ii)** **Tree trimming/over seeding:** To be assessed on ground, need better visibility
- **(iii)** **Repairs/replacements/alterations outside of Capital improvement:** To be assessed on ground, need better visibility
- **(iv)** **Personal property:** To be assessed on ground, need better visibility
- **(v)** **Capital improvement plan:** Refer to 3.3 below

		Scenario 1	Scenario 2	Scenario 3			
Gross EBITDA/Yr		$ 500,000	$ 800,000	$ 800,000	$ 1,000,000	$ 1,500,000	$ 2,000,000
Future CIP	5%	$ 25,000	$ 40,000	$ 40,000	$ 50,000	$ 75,000	$ 100,000
MGR		$ 150,000	$ 150,000	$ 150,000	$ 150,000	$ 150,000	$ 150,000
Shared EBITDA		$ 325,000	$ 610,000	$ 610,000	$ 800,000	$ 1,275,000	$ 1,750,000
Municipality	40%	$ -	$ 110,000	$ 244,000	$ 320,000	$ 510,000	$ 700,000
Company	60%	$ 350,000	$ 500,000	$ 366,000	$ 480,000	$ 765,000	$ 1,050,000
Municipality Effective Revs		$ 150,000	$ 260,000	$ 394,000	$ 470,000	$ 660,000	$ 850,000
Municipality Revs 10Yrs				$ 3,940,000	$ 4,700,000	$ 6,600,000	$ 8,500,000

Minimum Guaranteed Rent (MGR): $150,000 per Year
Y1 – Y10 Minimum Guaranteed Rent: $1,500,000 upfront within sixty (60) days

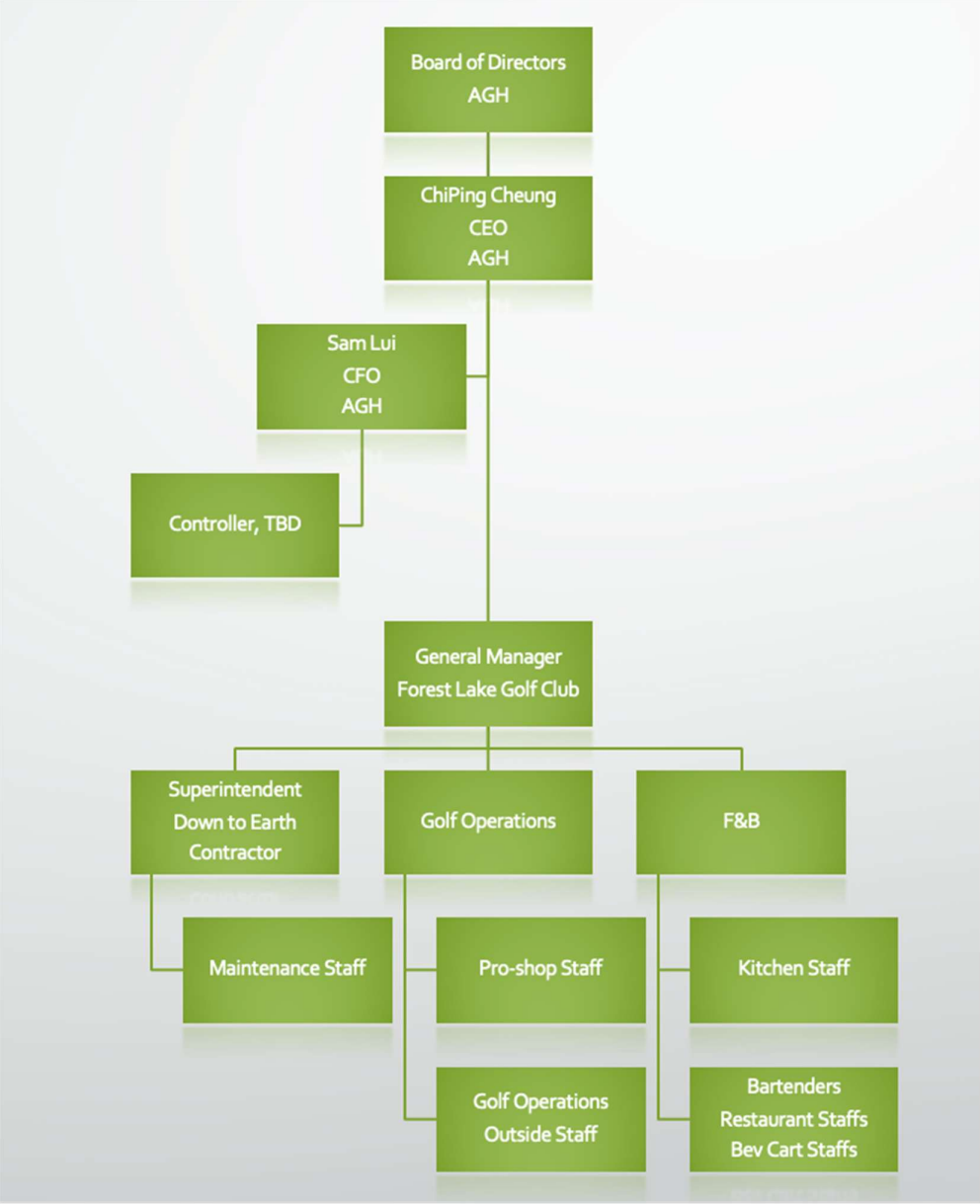
Scenario 1: If Gross EBIDTA **< $500,000. $500,000** retained by Lessee, **$1,500,000** MGR to City upfront.
Scenario 2: Within **Lessee Recovery Period** Gross EBIDTA > **$500,000**, Lessee retains **$500,000**, remaining **$150,000** to City.
Scenario 3: After Lessee Recovery Period:

Gross EBITDA *less* MGR = Shared EBITDA
Split Shared EBITDA via formula: City (40%) : Lessee (60%)

3.2 Staffing Plan

- Organizational Chart (Current).
- Total Full time Employments (estimate): **38**
  (incl. 22 course ops, 10 F&B, 6 admin/marketing)
- **Timeline on hiring:** NIL as will most likely retain all existing staff

Forest Lake Staffing and Org Chart



Staffing Overview, Wage Scales, and Benefits

Position / Category	Status	Headcount	Pay Range	Key Benefits
General Manager / PGA Head Professional	Full-time, salaried	1	**US $75 k – 95 k** + performance bonus	Medical / dental / vision, 401(k) 15 PTO days, free golf privileges
F&B / Clubhouse Manager	Full-time, salaried	1	US $55 k – 65 k + bonus	Medical / dental / vision, 401(k) 15 PTO days, free golf privileges
Superintendent *(via DTE)*	Full-time, salaried	1	US $65 k – 80 k (paid by DTE)	Provided through DTE benefit plan
Pro-Shop Buyer / Assistant Pro	Full-time, salaried	1	US $45 k – 60 k + merch commission	Provided through DTE benefit plan
Golf Operations Associates Starters, marshals, outside services	Part-time, hourly	8–10	US $14 – 18 / hr	Complimentary golf (off-peak), meal discount, uniforms
Pro-Shop Sales Associates	Part-time, hourly	4–5	US $14 – 17 / hr + 3 % merch commission	Complimentary golf (off-peak), meal discount, uniforms
F&B Front-of-House Servers, bartenders, beverage-cart	Part-time, tipped	10–12	US $8 / hr (Florida tipped minimum) + tips	Complimentary golf (off-peak), meal discount, uniforms
Kitchen / Back-of-House	Part-time, hourly	6–8	US $15 – 20 / hr	Complimentary golf (off-peak), meal discount, uniforms
Golf-Course Maintenance Crew *(via DTE)*	Full-time & PT hourly	12–14	US $16 – 22 / hr	DTE benefits for FT

Notes

- Most staff are hourly and scheduled as part-time; any employee averaging **30 + hours/week** becomes a Full-Time Equivalent under Florida law and is offered the full benefits package.
- Wage floors comply with the **Florida minimum wage** (US $14.00/hr in 2026). F&B tipped staff are paid the state tipped minimum with tip-credit compliance.
- Complete organizational chart with headcounts is provided in Exhibit **“Staffing & Org Chart”** above**.**

Management Oversight

Although Forest Lake will be our first municipal lease, it will receive the same hands-on leadership that has driven the success of our wholly owned Florida courses. As CEO, I will remain directly engaged, ensuring strategic alignment and accountability.

General Manager (GM)

We will appoint a full time on-site **General Manager with proven golf-industry P&L expertise**. Key performance indicators (KPIs) will include:

- **Financial stewardship** – deliver monthly and annual P&Ls that meet or exceed budgeted EBITDA.
- **Operational excellence** –
  • Optimize labor through data-driven scheduling.
  • Maintain full regulatory compliance and continuous staff training.
  • Coordinate seamlessly with the Down to Earth (DTE) Superintendent on agronomic priorities, course needs and standards.
  • Provide regular performance dashboards to AGH leadership and the City's asset manager.
- **Service quality** – sustain a consistently high Net Promoter Score and positive customer sentiment.

The GM will be eligible for a performance bonus tied to KPI achievement.

A **PGA-certified Head Professional** will support the GM to ensure best-in-class golf-specific operations.

Workforce Continuity & Organizational Stability

- **Zero-Disruption Transition** – All current employees will be retained at their existing pay on Day 1, ensuring seamless service to members and guests.
- **Stability Commitment** – My overriding objective is smooth, reliable operations; any organizational change will be carefully planned and executed to avoid turmoil at all costs.
- **Performance-Driven Advancement** – After a six-month assessment, the General Manager may recommend promotions or merit increases; final decisions will be taken at the CEO's discretion to safeguard fairness and fiscal discipline.

- **Targeted Management Enhancements** – Where efficiency gains are identified, new or re-aligned management roles may be introduced, with full transparency to the City and zero disruption to day-to-day operations.
- **Culture of Respect** – We will maintain an equal, inclusive, and harmonious workplace that minimizes turnover and maximizes guest satisfaction.

Key Staff CVs/Resume

- AGH CEO's CV is attached for the Committee's review.
- Existing managers' CV will be provided—and their competencies formally evaluated—within the first 90 days of the new lease; no later than Month 6, a comprehensive performance assessment for each manager will be submitted alongside any recommended adjustments to role, compensation, or reporting structure.

3.3 Strategic Partnership – Down to Earth (DTE)

If awarded the lease, we will tap on our eight-year partnership with **Down to Earth (DTE)** on Day 1.

- **Proven Collaboration:** Since 2017 we have worked closely with DTE's executive team and regional leadership, including **Nick Dunleavy, DTE's regional operations manager** for Central Florida. Nick already supports Forest Lake and manages both Kissimmee Bay CC and Remington GC, where his oversight has contributed to consistent course-condition improvements and revenue growth.
- **Immediate Resource Deployment:** DTE's familiarity with Forest Lake—combined with its existing equipment inventory—allows us to mobilize a full maintenance program without delay.
- **2026 Greens Renovation Excellence:** DTE will lead the Tiff Eagle conversion in summer 2026, leveraging the same methodology that has delivered successful outcomes at our two courses.
- **Depth of Talent:** After meeting with the current Forest Lake Superintendent and Assistant Superintendent, we are confident that with DTE's guidance and an adequately funded plan, they can elevate the course to premier standards. If staffing changes are necessary, DTE maintains a deep bench of qualified superintendents to guarantee seamless continuity.

A signed Letter of Intent with DTE is provided in Section 6.

3.4 Capital Improvement Plan

We will invest **$1,500,000** in priority capital improvements within the first three years of our contractual lease start date, following the timeline outlined below. All projects and sequencing remain flexible and will be refined in collaboration with the City of Ocoee. Subject to the limit of the initial capital improvement plan, some priorities may be delayed or foregone.

Crucially, our partnership with Down to Earth (DTE) gives us a logistical advantage in today's constrained equipment market: DTE maintains a reserve fleet of serviceable machinery, and AGH has two brand-new equipment packages scheduled for delivery in September and December 2025. Together, these resources ensure uninterrupted course maintenance and timely execution of the greens-renovation program—even under supply-chain pressure.

Potential Capital Improvement Program

Priority	Project	Timeline	Capex targets	Cost
1	**Greens Renovation**	May–Sep 2026	- Tiff Eagle greens - Tee boxes - Bunkers (Repair + poor drainage)	**$400,000 - $500,000**
2	**Driving Range**	Jun–Sep 2026 (2027 latest)	- Artificial Turf - Automatic Ball dispenser - Range Cover - Floodlights	**TBC**
3	**Golf Carts**	Immediate	- **80** new carts	Lease package $150/cart/mo **$12,000/mo**
4	**Maintenance Equipment**	Immediate temporary lease. Permanent ~ 1 yr for new equipment	- Equipment Storage - Golf Cart Storage and Wash - Irrigation system(32 yrs) - Cost/benefit analysis to ensure adequate coverage and efficiency. - Mowed/maintained Fairway and Tee Box Grass Areas – Evaluate current layout, determine areas to eliminate turf grass to reduce water consumption and maintenance.	Lease **$10,000/mo**, 5 Years capital lease
5	**Clubhouse Renovation**	Jun–Aug 2026	- Upgrade kitchen equipment, LED lighting, new hardwood flooring, paint etc. - Able to host group events - Indoor/Outdoor patio dining & golf course operation.	**TBC**

6	**Event/Banquet Pavilion* (100–150 seats)**	**TBC**		**TBC**
7	**Maintenance Facility Relocation***	**TBC**		**TBC**
8	**Parking-Lot Refurbishment***	**TBC**		**TBC**

***** Subject to space availability

TBC Amounts: All amounts indicated as "**TBC**" will be confirmed in the CIP after Lessee's on-site due diligence and joint review with the City. No capital project shall commence until the parties have agreed in writing to the corresponding scope and budget.

Everything stated in Capex targets and below are suggestions that will have to be assessed for feasibility and prioritized jointly together with the City before a finalized timeline and roadmap can be proposed.

3.5 Environmental considerations

Baseline Assessment
Within 1 year of lease commencement we will complete a documented environmental audit of all facilities against Florida Department of Environmental Protection (FDEP) and Water Management District standards.

All existing and future installation of facilities will fully comply with applicable environmental regulations, consistent with the standards we already uphold at Kissimmee Bay Country Club and Remington Golf Club.

3.6 Maintenance and clubhouse equipment

Most equipment will be leased. If it is a capital lease, the city will own the equipment after the lease expires.

3.7 Transition Plan

We will retain Down to Earth under an ongoing services agreement to provide comprehensive course-maintenance operations and supply all required equipment.

3.8 Operations Plan

A fully responsible day-to-day operations plan requires a thorough assessment of current workflows, staffing levels, and facility conditions. To ensure a seamless transition and avoid disrupting existing personnel, we propose the following phased approach:

Phase	Timeline	Deliverable
1. On-Site Assessment	Commences immediately upon notice of award; completed within 90 days	Detailed audit of maintenance practices, staffing schedules, equipment condition, and customer-service touchpoints.
2. Draft Operations Plan	Within 90 days of assessment	• Daily/weekly maintenance schedules • Operating hours by department • Customer-service standards & KPIs • Staffing matrix with minimal disruption to current team.

3.9 Customer Service & Experience

- **Guest experience:** 8-minute tee intervals, pace marshals.
- Potential mobile app for tee time bookings / F&B ordering system, and GPS yardage.
- Net Promoter Score improvement.

3.10 Food & Beverage Strategy

- **F&B evolution:** Evaluate expansion capacity on premise.
- **On-Course:** Beverage carts and halfway house for grab-and-go snacks.
- **Alcohol compliance** – Responsible Vendor Program & POS age-verification.
- **"Forest Lake Grill & Patio."** Full-service grill with 60-seat dining room, 20-seat covered patio, and two on-course beverage carts.
- **Service Hours**
  - Grill & patio 06:30–20:00 (Mon-Thu) | 06:00–21:00 (Fri-Sun)
  - Beverage carts 07:00–sunset
  - After-hours events by reservation until 23:00 under City noise ordinances.

Function	Key Practices
Kitchen	ServSafe-certified chef; POS[1]-integrated KDS [2] for speed.
Dining Room & Patio Service	QR code order system sends order straight to kitchen.
Beverage Carts	GPS-routed loop every 45 min; card readers; "Pre-order-at-the-turn" via app.
Sourcing	70 % local vendors; produce from Central Florida farms.
Cost Targets	Food COGS ≤ 32 %; alcohol COGS ≤ 25 %; labor ≤ 20 % of F&B sales.

[1] **POS** – Point of Sale
[2] **KDS** – Kitchen Display System

Aureus Greenway

Proposed Menu & Pricing (Subject to subsequent amendments)

Category	Item	Price	Paired Promotion
From the Grill	Steak Burger	14	"Burger & Brew Mon/Fri" – $18 with pint
	Grilled Chicken Sandwich	14	
	Grilled Cheese	8	"Burger & Brew Mon/Fri" $12 with pint
	Fried Bologna	11	"Burger & Brew Mon/Fri" $15 with pint
Sandwiches	Ham & Cheese	10	Fri Smoker Plate +$3
	Turkey & Cheese	10	
	BLT	10	
	Chicken Salad	10	
	Tuna Salad	10	
	Club	14	
	Pulled Pork	12	
	Jumbo Grilled Hot Dog	10	
	Fried Wings (6s)	12	"Wing Wed" – $1 off drafts
	Buffalo Wings w/ Ranch (6s)	12	"Wing Wed" – $1 off drafts
Salads	Caesar Salad	8	Add grilled chicken +$3
	House Salad	8	Add grilled chicken +$3
Sides	Basket of Fries	8	
	Basket of Onion Rings	8	
	Chicken Tenders	11	
	Soup	6	
Add-Ons	Bacon	1	
	Sauerkraut	1	
	Cheese	1	
	Chili	1	
Drinks	Bottled Water	2	
	Soft drinks	2	
	Iced tea	2	
	Seltzer	8	
	Draft beer/Canned beers	8	

Monthly F&B Event Calendar (Sample)

Month	Signature Events
Jan	"New-Year Fit Menu"—low-calorie salads & hard-seltzer specials
Mar/Apr	"Masters Week"—pimento-cheese sliders & peach-tea cocktails
Jun–Aug (Fri)	"Summer Sizzle Cookout" on patio with live music
Sep–Oct	Oktoberfest Saturdays – Bratwurst platters, Bavarian beer
Nov	Veterans' Appreciation Luncheon (discount meals with military ID)
Dec	Holiday & corporate party packages

Alcohol Management Policy

- **Licensing & Compliance** – Maintain State of Florida Series 4COP license; quarterly audit.
- **Responsible Vendor Program** – All servers complete SafeStaff alcohol certification; maintain incident log.
- **ID Verification** – Accept only valid government ID; mandatory scan at POS for all patrons appearing under 35.
- **Service Limits** – No more than two drinks per guest per transaction; immediate cut-off when signs of intoxication appear; beverage carts radio clubhouse for assistance if necessary.
- **Insurance** – Liquor liability coverage $1 million per occurrence

3.11 Proposed Golf Shop Merchandise Plan (Subject to change)

- **Retail strategy:** 55 % soft goods / 35 % hard goods / 10 % accessories.
- Promote Florida-made brands and Ocoee merchandise and apparels.

Pro Shop Operation

Aspect	Plan
Hours	06:00–sunset daily; extend to 21:00 on night-range or event evenings.
Staffing	PGA-certified Head Professional, two full-time assistants, rotating part-time merchandiser.
Merchandise Mix	Hard goods 35 % (balls, gloves, grips)
Retail Strategy	GMROI target ≥ 1.7; seasonal capsule collections; Resident Advantage members receive 10 % apparel discount.
Technology	Cloud POS with inventory alerts; tee-sheet integration; click-and-collect via website.
Events	Monthly demo days, club-fittings, and “Trade-In Tuesdays” in partnership with OEM reps.
Inventory Controls	Cycle counts weekly; full physical count each quarter; shrinkage goal < 0.5 %.

3.12 Marketing, Service

- **Integrated marketing:** SEO-optimized website, dynamic tee-sheet yield management, social & e-mail campaigns (>20 k contact goal, Facebook, Instagram, Tiktok).
- Retain current plan until further studies are made to improve the existing plans taking into consideration the resources available.

3.13 Community Engagement Plan

- **Signature events:** Resident golf festivals, FHSAA regionals, corporate leagues, junior & adaptive clinics.
- Retain current plan until further studies are made to improve the existing plans taking into consideration the resources available.

3.14 Maintenance & Sustainability Program

- **Sustainability:** Adherence to standards listed in Attachment F.
- Tiff Eagle conversion of greens.
- Integrated Pest Management program and organic-fertilizer trials.

3.15 Risk Management & Compliance

- **Insurance coverage**
  - General Liability: $2 million
  - Liquor liability: $1 million
  - Umbrella/Excess Liability: $5 million
- Monthly safety briefings and annual third-party environmental audits.

3.16 Performance Metrics & Reporting

- Monthly Net Operating Income (NOI) statements will be produced using QuickBooks Online reporting tools. The consolidated annual NOI will serve as the benchmark for key performance indicators.

4. Operating Experience

4.1 Company Profile

We, **Aureus Greenway Holdings Inc.**, a Nevada holding company, own and operate two public golf country clubs—**Kissimmee Bay Country Club** and **Remington Golf Club**—both located just south of Orlando, Florida. We took the company public in February 2025, and it now trades under the ticker symbol **AGH**. Going public has provided access to public-market capital, and we currently maintain ample cash reserves ready for deployment.

The two clubs span a combined **289 acres** of multi-service recreational property. Each features an 18-hole course—together offering more than **13,000 yards** of fairways—and clubhouses with food-and-beverage outlets, aquatic golf ranges, and fully stocked pro shops to serve golfers of all abilities. They routinely host local leagues, tournaments, and private events.

Our facilities strike a harmonious balance between approachable golf and natural beauty. The varied challenges, high-quality playing conditions, and comprehensive amenities attract and retain golfers across a broad demographic, while the

surrounding waterways make our courses a notable destination within the greater Orlando region.

4.2 Qualifications

We have owned and managed **Kissimmee Bay Country Club** and **Remington Golf Club** since 2014; both Ken Ezell–designed courses are maintained to standards we know intimately. Unlike a typical third-party management firm, **our CEO will personally oversee and manage Forest Lake Golf Club on a daily basis**, ensuring the same hands-on leadership that has driven our existing properties' success.

Human resources

We have recruited and developed two local managers to lead operations at Kissimmee Bay CC and Remington GC, and both have consistently delivered strong results. Our philosophy is that talent can be sourced anywhere when supported by rigorous selection, comprehensive training, the right resources, and performance-based rewards.

5.0 Relevant Golf Course Management Experience

Kissimmee Bay Country Club

Remington Golf Club

Facility	Nature of Relationship	Contract / Ownership Term	Current Status	Termination
Kissimmee Bay Country Club Kissimmee, FL	**Fee-simple ownership and in-house operation** through wholly-owned subsidiary *FSC Clearwater LLC* (AGH).	Acquired in **2014 •** Indefinite ownership; no lease.	Actively operated by AGH as a daily-fee public course (18-hole, clubhouse, aquatic range).	**N/A**
Remington Golf Club Kissimmee, FL	**Fee-simple ownership and in-house operation** through wholly-owned subsidiary *FSC Clearwater II LLC* (AGH).	Acquired in **2014 •** Indefinite ownership; no lease.	Actively operated by AGH as a daily-fee public course with full F&B and event facilities.	**N/A**

6.0 Subcontractors

6.1 Partnership with DTE

We formed a strategic partnership with Down to Earth (DTE) in 2017, resulting in sustained improvements in course conditions and revenue growth across our portfolio. DTE's strong senior leadership and performance-driven culture make them a dependable partner; in particular, **Nick Dunleavey**, DTE's regional operations manager, has managed our two properties for the past seven years, fostering a highly effective working relationship.

Upon award of this contract, we will re-engage DTE as the course-maintenance manager for Forest Lake. DTE has successfully completed two greens-renovation projects for us, and we look forward to leveraging their expertise for Forest Lake's upcoming upgrade.

For further information, please visit **www.aureusgreenway.com**.

7.0 Financial Capability & Reporting

- Audited financials FY2023 & FY2024 attached (separate confidential file).
- CPA-prepared monthly reporting package sample in Appendix C.
- Cash management: daily pickup and drop off; POS-integrated bank deposit reconciliation.

8.0 Financial Reporting & Accountability

As a publicly listed company, we have direct access to capital markets, enabling significant upfront investment and a long-term return horizon. We operate under strict SEC oversight; our financial statements are reviewed quarterly and audited annually by a PCAOB-registered accounting firm. All results and material events are disclosed promptly through SEC filings and our corporate website, ensuring full transparency—an assurance that makes AGH a highly reliable partner for the City of Ocoee.

9.0 Required Forms & Certifications

- *Attachment I – Proposer's Questionnaire*
- *Attachment J – Execution of Offer Form*
- *Attachment K – Acknowledgement of Addenda*
- *Attachments L through T – Completed & notarized*

Attachments
- 7.1 Audited Financial Statements
- 8.1 Sample Revenue/Deposit Reports

Attachment I Proposer's Questionnaire*.....74
Attachment J City of Ocoee Execution of Offer Form*.....75
Attachment K Acknowledgement of Addenda*.....79
Attachment L Conflict of Interest Disclosure Form*.....80
Attachment M Non-Collusion Affidavit*.....81
Attachment N Drug-Free Workplace Form*.....82
Attachment O Sworn Statement on Public Entity Crimes Form*.....83
Attachment P Certification of Non-Segregated Facilities Form*.....86
Attachment Q Scrutinized Companies' Lists Form*.....87
Attachment R Human Trafficking Affidavit*.....88
Attachment S Not an Entity of Foreign Country of Concern*.....89
Attachment T E-Verify Affidavit*.....90

Attachment C – Term Sheet for the Lease

Initial Term:	Ten (10) years.
Renewal Term:	Four (4) successive five-year renewal terms exercisable solely at Lessee's option by written notice at least 180 days before the then-current term expires.
Commencement Date:	1 January 2026 (the "**Commencement Date**").
Minimum Annual Guaranteed Rent (MGR)	Lessee shall pre-pay the first **ten (10) Lease Years** of MGR at **$150,000 per Lease Year** (aggregate **$1,500,000**) within sixty (60) days after the Commencement Date. Commencing Lease Year 11 and thereafter, MGR shall be **$150,000** per Lease Year, payable in equal monthly instalments in arrears.
Lessee Recovery Period	For the purpose of this section, **EBITDA** means earnings before interest, taxes, depreciation, amortization. **Lessee Recovery Period.** Until Lessee has recouped **$1,500,000** in aggregate EBITDA or the end of Lease Year 3 (whichever is later), Lessee shall be entitled in each Lease Year to retain up to **$500,000** of EBITDA.
Profit-Share Allocation	For each Lease Year: 1. Deduct the MGR ($150,000) from gross EBITDA to arrive at Shared EBITDA. 2. **During the Lessee Recovery Period:** o Lessee retains the first $500,000 of Shared EBITDA. o Any remaining Shared EBITDA is split **60 % to Lessee / 40 % to the City**.

3. **After the Lessee Recovery Period:**
    - All Shared EBITDA is split **60 % to Lessee / 40 % to the City**.

Any EBITDA in excess of **$500,000** during the Lessee Recovery Period, and all EBITDA after the Lessee Recovery Period, shall be allocated as follows:
(a) deduct the then-applicable MGR;
(b) the remainder shall be split **60 % to Lessee / 40 % to the City** ("**Profit Share**"). (See **Exhibit A**)

Profit Share payments are due within forty-five (45) days after each Lease Year end and are **in addition to**, not in lieu of, MGR.

Percentage Rent	**None.** Profit Share supersedes any percentage-rent provision.
Expenses:	Triple Net Lease paid being absolutely net to the City and with the applicable tenant paying all costs, expenses and obligations of every kind or nature whatsoever (whether capital or non-capital) relating to the Club, including all taxes related thereto, which may arise or accrue during the Term.
Security Deposit:	Waived in consideration of the $1,500,000 MGR pre-payment.
Delivery Condition:	AS-IS, WHERE-IS BASIS.

Capital Improvement Commitments	**Greens Renovation:** Lessee shall invest **up to $500,000** in a complete greens renovation during Lease Year 1. **Infrastructure Improvements:** Lessee shall invest an additional **$1,000,000** in capital improvements over Lease Years 2-6 (TBC as to scopes and timing after assessing conditions and in depth discussion with City). **Prioritization & Plan:** Within sixty (60) days after Commencement, Lessee and the City shall meet to prioritize projects and finalize a rolling five-year master capital-improvement plan ("CIP") setting out scope, strategy, timing, financing, and cost[1]
Capital Improvement Plan (CIP):	Total capital investment plan of **$1,500,000** within the first 3 years of the lease (See **Capital Improvement Plan** in Proposal for details)
Annual Capital Investment:	After the first 5 years, 5% of Gross EBITA per annum will be reserved for capital improvements.
Residents:	Lessee shall design and implement a resident golf program— **"Resident Advantage Program"** (see **Exhibit B**)—that offers City residents discounted golf and related benefits at the Club. Existing resident benefits will be reviewed, retained, or refined as appropriate.
Guarantor:	Waived in consideration of the $1,500,000 MGR pre-payment.

[1] **TBC Amounts:** All amounts indicated as "TBC" will be confirmed in the CIP after Lessee's on-site due diligence and joint review with the City. No capital project shall commence until the parties have agreed in writing to the corresponding scope and budget.

Letter of Credit:	Waived in consideration of the $1,500,000 MGR pre-payment.
Asset Manager:	The City may, upon written notice to Lessee, designate either a City officer or a qualified third-party consultant (the "Asset Manager") to monitor, oversee and evaluate Lessee's performance under this Lease. If appointed, the Asset Manager shall be entitled to a fee equal to two percent (2%) of Gross Revenue, not exceeding Sixty Thousand Dollars ($60,000) per Lease Year, payable by Lessee in monthly arrears. The Asset Manager shall, upon reasonable notice and subject to customary confidentiality safeguards, have access to the Golf Course premises, personnel, books, records, and all reports required under this Lease. The Asset-Manager fee shall be treated as an operating expense of the Club and shall not be deducted from Gross Revenue when calculating any other amounts payable to the City.
Financing Flexibility	Lessee may, at its sole discretion, finance all or a portion of the required capital improvements through the U.S. Small Business Administration's **504 Loan Program** (or any comparable federal or state economic-development funding). The City agrees to cooperate in good faith—at no cost to the City—in executing customary landlord subordination, estoppel, or consent documents reasonably required by the SBA, the Certified Development Company, or the participating senior lender, provided that: 1. No such document shall impose any monetary liability on the City or subordinate the City's fee interest; and 2. Any security interest granted shall be limited to Lessee's leasehold estate and personal property.

	Lessee shall remain fully responsible for all loan obligations; default under any financing shall not relieve Lessee of its duties under this Lease.
Right of First Refusal	During the Term (including extensions), Lessee shall have a **right of first refusal** to match any bona fide third-party offer to purchase, lease, or manage the Club or any material portion thereof, on the same terms offered to such third party.

Exhibit A

		Scenario 1	Scenario 2	Scenario 3			
Gross EBITDA/Year		**$ 500,000**	**$ 800,000**	**$ 800,000**	**$ 1,000,000**	**$ 1,500,000**	**$ 2,000,000**
Minimum Guaranteed Rent (MGR)		$ 150,000	$ 150,000	$ 150,000	$ 150,000	$ 150,000	$ 150,000
Shared EBITDA		$ 350,000	$ 650,000	$ 650,000	$ 850,000	$ 1,350,000	$ 1,850,000
City	**40%**	$ -	$ 150,000	$ 260,000	$ 340,000	$ 540,000	$ 540,000
Lessee	**60%**	$ 350,000	$ 500,000	$ 390,000	$ 510,000	$ 810,000	$ 810,000
City Effective Revs		$ 150,000	$ 300,000	$ 410,000	$ 490,000	$ 690,000	$ 690,000
City Revs 10Yrs				$ 4,100,000	$ 4,900,000	$ 6,900,000	$ 6,900,000

Minimum Guaranteed Rent (MGR): $150,000 per Year

Y1 – Y10 Minimum Guaranteed Rent: $1,500,000 upfront within sixty (60) days

Scenario 1: If Gross EBIDTA **< $500,000. $500,000** retained by Lessee, **$1,500,000** MGR to City upfront.

Scenario 2: Within **Lessee Recovery Period** Gross EBIDTA **> $500,000**, Lessee retains **$500,000**, remaining **$150,000** to City.

Scenario 3: After **Lessee Recovery Period:**

Gross EBITDA *less* **MGR = Shared EBITDA**
Split Shared EBITDA via formula: City (40%) : Lessee (60%)

Exhibit B

Potential Resident Advantage Program

1. Program Name

"Ocoee Resident Advantage Program" (ORAP)

2. Purpose

Provide City residents with preferred access and pricing, fostering community use of Forest Lake Golf Club ("Club") and supporting the City's recreation objectives.

3. Eligibility

- Permanent residents within the City of Ocoee municipal limits.
- Proof required annually: valid driver's license or state ID showing an Ocoee address **and** a current utility bill in the same name.
- Up to two (2) additional household members (spouse/partner or dependents under (25) years old may be added under one primary account.

4. Enrolment

- Application fee: **US $25** per household; renewable annually on the anniversary date.
- Enrolment handled at the Golf Shop or online portal; digital "Resident Advantage" card issued.

5. Core Benefits

5.1 Green-Fee Discounts

- Weekday (Mon-Thu): **25 % off** posted rack rate.
- Weekend/Holiday (Fri-Sun & holidays): **15 % off** posted rack rate.

5.2 Range & Practice

- **20 % off** bucket prices; free small bucket with any 18-hole Resident tee time.

5.3 F&B & Retail

- **10 % off** all non-alcoholic F&B purchases.
- **10 % off** soft-goods merchandise bearing the Club or City logo.

5.4 Events & Clinics

- Priority registration and resident-rate entry fees for junior camps, family golf nights, and club-run tournaments (minimum 10 events/year).

6. Booking Window	Residents may book tee times **10 days** in advance (public booking window = 7 days).
7. Revenue Reporting	Resident rounds, fees, and discounts tracked separately in the POS system; reported monthly to the City in the standard revenue statement.
8. Annual Review & Adjustment	Lessee will present an annual ORAP report to the City each January, detailing participation levels, rounds played, revenue impact, and recommended adjustments to pricing or benefits. Any substantive changes require City approval.
9. Compliance & Misuse	Fraudulent use (e.g., non-resident play under resident ID) results in immediate suspension of privileges and forfeiture of fees. Lessee may audit proof-of-residency records at any time.
10. Termination or Suspension	The City or Lessee may suspend or terminate the Program with 90 days' written notice if the Program materially undermines financial performance or conflicts with City policy; existing resident memberships honored through the end of their annual term.

Attachment "I"
Proposer's Questionnaire

The Proposer recognizes that in selecting a company/agent, the City of Ocoee shall rely, in part, on the answers provided in response to this questionnaire. Accordingly, Proposer warrants to the best of its knowledge that all responses are true, correct, and complete. The City of Ocoee reserves the right to contact each and every reference listed below and shall be free from any liability to Proposer for conducting such inquiry.

Company Profile

1. Number of Years in Business: 11 years

2. Number of Employees: FTE 50 (company wide)
   Number of Employees: FTE45 (servicing location)

3. Annual Sales Volume: $3.6mm (company wide)
   Number of Employees: FTE45 (servicing location)

4. State that you shall provide a copy of your company's audited financial statements for the past two (2) years. Audited Finanial Statement will be uploaded along with the proposal

5. Is your company currently for sale or involved in any transaction to expend or to become acquired by another business entity? If yes, please explain the impact both in organizational and directional terms. See below blank space

6. Provide any details of all past or pending litigation or claims filed against your company that would negatively impact your company's performance under an agreement with the City of Ocoee. None

7. Is your company currently in default on any loan agreement or financing agreement with any bank, financial institution, or other entity? If yes, specify date(s), details, circumstances, and prospects for resolution. No

5. Answer: Our company has obtained a significant invstment from an accredited institutional investor on July 25, 2025, as a result of this investment we now have significantly boosted the capital thats available to us to enable us to continue to grow in the golf space

Attachment "J"
City of Ocoee Execution of Offer Form

Request for Proposal

THIS FORM IS TO BE COMPLETED, SIGNED AND RETURNED WITH YOUR PROPOSAL.

PROPOSER AGREES TO PERFORM ALL WORK AS SET FORTH IN THIS REQUEST FOR PROPOSAL, AND IN ACCORDANCE WITH THE TERMS AND CONDITIONS AT THE PRICES SUBMITTED.

If requested, the Proposer shall furnish bonding with the following company as surety:

Name of Surety Company: _____

Address: _____

_____

_____

Phone Number: _____

Insurance Agent: Ben Brown Insurance

Address: 3731 S tuttle Ave

Sarasota, FL 34239

_____

Phone Number: 941-366-9373

Contact Person: Evan Brown Insurance

THE PROPOSER IS HEREBY NOTIFIED THAT THIS DOCUMENT SHALL BE SIGNED IN INK IN ORDER FOR THE PROPOSAL TO BE ACCEPTED. BY SIGNING, THE PROPOSER CERTIFIES THAT HE/SHE SHALL COMPLY IN EVERY ASPECT WITH THE REQUEST FOR PROPOSAL, ADDENDUMS, PROPOSAL, ANY AND ALL EMAILS/LETTERS OF CLARIFICATION, BAFO, AND CONTRACT.

The proposal, if submitted by an individual, shall be signed by an individual; if submitted by a partnership, shall be signed by such member or members of the partnership as have authority to bind the partnership; if submitted by a corporation the same shall be signed by the President and attested by the Secretary or an Assistant Secretary. If not signed by the President as aforesaid, there must be attached a copy of that portion of the bylaws, or a copy of a Board resolution, duly certified by the Secretary, showing the authority of the person so signing on behalf of the corporation. In lieu thereof, the corporation may file such evidence with the administration, duly certified by the Secretary, together with a list of the names of those officers having authority to execute documents on behalf of the corporation, duly certified by the Secretary, which listing shall remain in full force and effect until such time as the administration is advised in writing to the contrary. In any case where a proposal is signed by an attorney in fact, the same must be accompanied by a copy of the appointing document, duly certified.

If an Individual:

NAME: _____

_____
Street and/or P.O. Box

_____ _____ _____ _____
City State Zip Code Fed ID or SSN

_____ _____
Signature Date

_____
Print Signature

WITNESS: _____
Signature

_____
Print Signature

If a Partnership:

NAME OF PARTNERSHIP: _____

_____
Street and/or P.O. Box

_____ _____ _____ _____
City State Zip Code Fed ID or SSN

BY: _____ _____
Signature Date

_____
Print Signature

TITLE: _____ WITNESS: _____
Signature

_____
Print Signature

If a Corporation:

NAME OF CORPORATION: Aureus Greenway Holdings Inc

2995 Remington Blvd
Street and/or P.O. Box

Kissimmee, FL 34744 99-0418678
City State Zip Code Fed ID or SSN

STATE OF INCORPORATION: Nevada

BY: _____ 07/29/2025
Signature Date

ChiPing Cheung
Print Signature

TITLE: CEO WITNESS: _____
Secretary's Signature

JONATHAN LIM KING HEAN
Print Signature

Remittance Address (if different than above):

Street and/or P.O. Box

City State Zip Code

NOTE: Firms must use their **full legal** name. Generally, a corporation's name must end with a suffix indicating the corporate status of that business (i.e., Inc., Co., Corp., etc.). Individuals or corporations may indicate trade names with the individual or corporate name followed by "t/a" (trading as) or "d/b/a" (doing business as), respectively. Failure to use your **full legal** name may be cause for rejection of the proposal.

Contact for Administration

NAME: _____

TELEPHONE: _____

EMAIL: _____

Payment Remittance Address

Street and/or P.O. Box

City State Zip Code

(Remainder of page left blank intentionally.)

Attachment "K"
Acknowledgement of Addenda

1. ACKNOWLEDGMENT OF ADDENDA:

Respondent acknowledges receipt of the following addenda:

No. RFP #25-006 Addendum #1 Dated June 5, 2025
No. RFP #25-006 Addendum #2 Dated June 20, 2025
No. RFP #25-006 Addendum #3 Dated June 27, 2025
No. RFP #25-006 Addendum #4 Dated July 11, 2025

RFP 25-006 Opening - Webex Virtual Meeting Information.pdf
July 14, 2025

(Remainder of page left blank intentionally.)

Attachment "L"

RFP #25-006 Conflict of Interest Disclosure Form

The award of this contract is subject to the provisions of Chapter 112, Florida Statutes, and all applicable federal, state, and local laws. All Bidders must disclose within their bid: the name of any City of Ocoee employee, Mayor or City Commissioner, other City Official, or City Consultants, who owns assets or capital stock, directly or indirectly, in the Bidder's firm or any of its branches, or would directly or indirectly benefit by the profits or emoluments of this Bid. (Indirect ownership or benefit applies to any members of his or her immediate family.) Bidder certifies that no member of the entity's ownership or management is presently applying for an employee position or actively seeking an elected position with the City. In the event that a conflict of interest is identified in the provision of services, Bidder agrees to immediately notify the City in writing.

The purpose of this disclosure form is to give the City the information needed to identify potential conflicts of interest for the City Commission, Staff, and other key City employees and consultants involved in the award and administration of this contract.

According to Chapter 112, Florida Statutes, the term "conflict of interest" "means a situation in which regard for a private interest tends to lead to disregard of a public duty or interest", and refers to situations in which financial or other personal considerations may adversely affect, or have the appearance of adversely affecting, an employee's professional judgment in exercising any City duty or responsibility in administration, management, instruction, research, or other professional activities.

Please check one of the following statements and attach additional documentation if necessary:

✓ To the best of our knowledge, the undersigned firm has no potential conflict of interest for this RFP.

____ The undersigned firm, by attachment to this form, submits information which may be a potential conflict of interest for this RFP.

Acknowledged by:

Aureus Greenway Holdings Inc

Firm Name

Signature

ChiPing Cheung, CEO

Name and Title (Print or Type)

07/29/2025

Date

Attachment "M"
Non-Collusion Affidavit

ChiPing Cheung, being first duly sworn deposes and says:

1. He/She is the CEO
(Owner, Partner, Office, Representative or Agent)
of Aureus Greenway Holdings Inc, the Bidder that has submitted the attached Bid;

2. He/She is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

3. Such Bid is genuine and is not a collusive or sham Bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affidavit, have in any way, colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted; or to refrains from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any Bidder, firm, or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit, or cost elements of the Bid price or the Bid price in any other Bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Contract;

5. The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Bidder or any other of its agents, representatives, owners, employees or parties in interest, including this affidavit.

By: ChiPing Cheung
Title: CEO

STATE OF Texas
COUNTY OF Harris

Sworn to and subscribed before me by means of ☐ physical presence or ☑ online notarization, this 28th day of July, 2025, by ChiPing Cheung who ☐ is personally known to me or ☑ has presented PASSPORT as identification.

Qin Chen
Notary Public
My Commission Expires: 08/13/2028

NOTARY PUBLIC STATE OF TEXAS
Qin Chen
ID NUMBER
135040051
COMMISSION EXPIRES
August 13, 2028

Electronically signed and notarized online using the Proof platform.

Attachment "N" Drug-Free Workplace Certification

The undersigned Bidder, in accordance with Florida Statute 287.087, hereby certifies that it has a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

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, and 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).

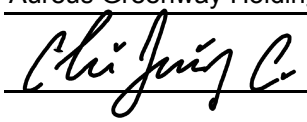
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or pleas of guilty or *nolo contendere* 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 is 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.

Bidder: Aureus Greenway Holdings Inc

Signature 

By: ChiPing Cheung
(Print or Type Name)

Title: CEO

Date: 07/29/2025

Attachment "O"
Sworn Statement under Section 287.133(3)(A), Florida Statutes, on Public Entity Crimes

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to City of Ocoee, Florida by_____by

ChiPing Cheung, CEO.

(Print individual's Name & Title)

whose business address is 2995 Remington Blvd, Kissimmee, FL 34744

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material representation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

   a. A predecessor or successor of a person convicted of a public entity crime: or

   b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a *prima facie* case

that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement I have marked below is true in relation to the entity submitting this sworn statement. (please indicate which statement applies).

✓ Neither the entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of this entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of this entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding concerning the conviction before a Hearing Officer of the State of Florida, Division of Administrative Hearings. The final order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Please attach a copy of the final order.)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH 07/29/2025. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

ChiPing Cheung

QC (Signature)

Date: 07/28/2025

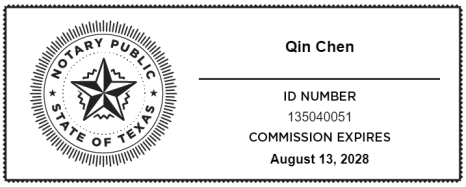
Aureus Greenway Holdings Inc

Name of Bidder (Contractor)

STATE OF Texas

COUNTY OF Harris

Sworn to (or affirmed) and subscribed before me by means of ☐ physical presence or ☑ online notarization, this 28th day of July, 2025, by ChiPing Cheung in the state of Texas County of Harris.



Notary Public Qin Chen

My Commission Expires: 08/13/2028

Electronically signed and notarized online using the Proof platform.

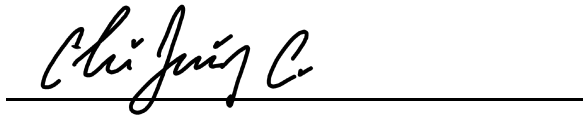
Attachment "P"
Certification of Non-Segregated Facilities

Bidder certifies that he/she does not maintain or provide for its employees any segregated facilities at any of its establishments, and that employees are not permitted to perform their services at any location, under this control, where segregated facilities are maintained. Bidder certifies further that it will not maintain or provide for employees any segregated facilities at any of its establishments, and that Bidder will not permit its employees to perform their services at any location under Bidder's control where segregated facilities are maintained. Bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this Bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage and dressing areas, parking lots, drinking fountains, recreation or entertainment area, transportation, and housing facilities provided for employees on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. Bidder agrees that (except where Bidder has obtained identical certification from proposed subcontractors for specific time periods) Bidder will obtain identical certifications from proposed subcontractors, if any, prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that Bidder will retain such certifications in its files.

The nondiscriminatory guidelines as promulgated in Section 202, Executive Order 11246, and as amended by Executive Order 11375 and as amended, relative to Equal Opportunity for all persons and implementations of rules and regulations prescribed by the United States Secretary of Labor are incorporated herein.

The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

Date July 29, 2025.

By: 

ChiPing Cheung, CEO

(Title)

Official Address (including Zip Code):

2995 Remington Blvd, Kissimmee, FL 34744

Attachment "Q"
Certification Regarding Scrutinized Companies' Lists

Bidder certifies that the company is not participating in a boycott of Israel. Bidder certifies that Bidder is not on the Scrutinized Companies that Boycott Israel List, not on the Scrutinized Companies with Activities in Sudan List, not on the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List, and is not engaged in business operations in Cuba or Syria, as those terms are used and defined in sections 287.135 and 215.473 of the Florida Statutes. In the event that Bidder is unable to provide such certification but still seeks to be considered for award of this solicitation, Bidder shall, on a separate piece of paper, clearly state that it is on one or both of the Scrutinized Companies lists and shall furnish together with its proposal a duly executed written explanation of the facts supporting any exception to the requirement for certification that it claims under Section 287.135 of the Florida Statutes. Bidder agrees to cooperate fully with the City in any investigation undertaken by the City to determine whether the claimed exception would be applicable. City shall have the right to terminate any contract resulting from this solicitation for default if Bidder is found to have submitted a false certification, or to have been placed on the Scrutinized Companies that Boycott Israel List, or to have been placed on the Scrutinized Companies for Activities in Sudan List, or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria.

Bidder: Aureus Greenway Holdings Inc

By: _____
(Authorized Signature)

Printed Name and Title: ChiPing Cheung, CEO

Date: 07/29/2025

Attachment "R"
Human Trafficking Affidavit

The undersigned, on behalf of Contractor, hereby attests as follows:

1. Contractor understands and affirms that Section 787.06(13), Florida Statutes, prohibits the City of Ocoee from executing, renewing, or extending a contract to entities that use coercion for labor or services.
2. Contractor hereby attests, under penalty of perjury, that Contractor does not use coercion for labor or services as defined in Section 787.06(2), Florida Statutes.

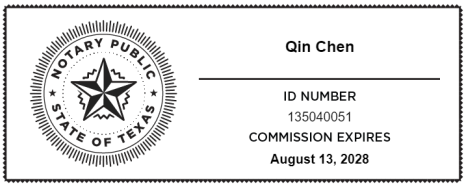
I, the undersigned, am an officer or representative of the non-governmental entity named below, and hereby represent that I: make the above attestation based upon personal knowledge; am over the age of 18 years and otherwise competent to make the above attestation; and am authorized to legally bind, and make the above attestation on behalf of, the Contractor. Under penalties of perjury, I declare that I have read the forgoing document and that the facts stated in it are true.

By: _____
Print Name: ChiPing Cheung
Print Title: CEO
Company Name: Aureus Greenway Holdings Inc

STATE OF Texas
COUNTY OF Harris

The foregoing instrument was sworn to and subscribed before me by means of ☐ physical presence or ☑ online notarization, this 28 day of July, 2025, by ChiPing Cheung, as CEO of Aureus Greenway Holdings Inc, who is ☐ personally known to me or ☑ produced PASSPORT as identification.

(Seal)



Qin Chen
Notary Public Signature
Print Notary Name: Qin Chen
My Commission Expires: 08/13/2028

Electronically signed and notarized online using the Proof platform.

Attachment "S" Company Not an Entity of Foreign Country of Concern

In accordance with Florida Statute 287.138 and for purposes of this affidavit, "foreign country of concern" means the People's Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People's Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolas Maduro, or the Syrian Arab Republic, including any agency of or any other entity of significant control of such foreign country of concern.

The undersigned, on behalf of the entity listed below hereby attests under penalty of perjury as follows:

1. I am an officer or representative of Aureus Greenway Holdings Inc (hereinafter "Entity"), and I am authorized to provide this affidavit on its behalf.
2. Entity is not owned by the government of a foreign country of concern.
3. No government of a foreign country of concern has a controlling interest in Entity.
4. Entity is not organized under the laws of or has its principal place of business in a foreign country of concern.
5. If, at any time in the future, Entity does become owned by a foreign country of concern, if a foreign country of concern acquires a controlling interest in Entity, or Entity becomes organized under the laws of or relocated to a foreign country of concern, Entity will immediately notify the City of Ocoee and no contracts may be executed, renewed, or extended between the parties.
6. I have read the foregoing affidavit and confirm that the facts stated in it are true, and are made for the benefit of, and reliance by the City of Ocoee.

Authorized Signature: ChiPing C.

Printed Name: ChiPing Cheung

Title: CEO

STATE OF Texas

COUNTY OF Harris

The foregoing instrument was acknowledged ☐ by physical means / ☑ by electronic means before me this 28th day of July 2025, by ChiPing Cheung, who ☐ is personally known to me / ☑ presented PASSPORT as identification and who ☑ did / ☐ did not take an oath.

Notary Public, Commission Seal: Qin Chen

Qin Chen
ID NUMBER
135040051
COMMISSION EXPIRES
August 13, 2028

Print Name: Qin Chen

Electronically signed and notarized online using the Proof platform.

Kissimmee Bay Country Club

Profit and Loss

June 2025

	TOTAL
Income	
10 Dues and Fees	
4000 Dues	
4010 Single	
4012 Family	
4013 Corporate	
4014 Member Trail Fee Monthly Dues	
4015 Trail Fee Revenue	
Total 4000 Dues	
Total 10 Dues and Fees	
12 Green Fees	
4030 Greens Fees	
4031 WD 18 Hole	
4032 WD 9 Hole	
4035 WD Member	
4038 WD Package/Motel	
4039 WD Specials	
4040 WD Outings	
4041 WD League	
Total 4030 Greens Fees	
Total 12 Green Fees	
13 Cart Fees	
4042 Cart Fees	
4043 9 Hole Member Cart	
4046 18 Hole Member Cart	
Total 4042 Cart Fees	
Total 13 Cart Fees	
14 Merchandise Sales	
4050 Merchandise Sales	
4051 Shoe Sales	
4052 Men’s Wear	
4053 Ladies’ Wear	
4054 Golf Balls	
4055 Gloves	
4056 Clubs	
4057 Bags	
4058 Miscellaneous Merchandise	
4059 Headwear	
Total 4050 Merchandise Sales	
Total 14 Merchandise Sales	

Kissimmee Bay Country Club

Profit and Loss

June 2025

	TOTAL
15 Other Pro Shop	
4060 Other Pro Shop	
4064 Club Rental	
4067 Miscellaneous	
4068 Range Bucket	
Total 4060 Other Pro Shop	
Total 15 Other Pro Shop	
17 Food & Beverage Sales	
4081 Beer and Liquor Sales	
4085 Rest Beer Revenue	
4086 Rest Wine Revenue	
4087 Rest Liquor Revenue	
4189 Banquet Liquor	
4190 Banquet Wine	
4191 Banquet Beer	
Total 4081 Beer and Liquor Sales	
4082 Food & Banquet Sales	
4083 Rest Snacks & Sweets	
4084 Rest Food Sales	
4186 Restaurant Beverage Revenue	
4192 Banquet Non Alco Beverage Rev	
Total 4082 Food & Banquet Sales	
Total 17 Food & Beverage Sales	
19 Other Income	
4091 Other Income	
4088 Banquet Sales - Other	
4094 Miscellaneous Income	
4096 Finance Charges	
4098 Interest Income	
Total 4091 Other Income	
Total 19 Other Income	
Total Income	

Kissimmee Bay Country Club

Profit and Loss

June 2025

	TOTAL
Cost of Goods Sold	
22 Cost of Merchandise	
6070 Merchandise COGS	
6072 Cost of Bags	
6076 Cost of Clubs	
6078 Cost of Gloves	
6080 Cost of Ladies' Wear	
6082 Cost of Men's Wear	
6084 Cost of Misc Merchandise	
6086 Cost of Golf Balls	
6088 Cost of Shoes	
6089 Cost of Headwear	
Total 6070 Merchandise COGS	
Total 22 Cost of Merchandise	
24 F&B Cost of Goods Sold	
7052 Food & Beverage COGS	
7056 Cost of Food Sales	
7060 Cost of Non-Alcoholic Food	
7062 Cost of Snacks & Sweet Sales	
7070 Employee Meals	
Total 7052 Food & Beverage COGS	
7053 Cost of Beer and Liquor Sales	
7054 Cost of Beer Sales	
7058 Cost of Liquor Sales	
7068 Cost of Wine Sales	
Total 7053 Cost of Beer and Liquor Sales	
Total 24 F&B Cost of Goods Sold	
Total Cost of Goods Sold	
GROSS PROFIT	
Expenses	
25 Pro Shop Labor	
20120 Wages-Assistant Pro #1	
20140 Wages-Clerks	
20170 Wages-Cart Labor	
Total 25 Pro Shop Labor	
26 Food & Beverage Labor	
20210 Wages-Banquet Staff Bus Boy	
20230 Wages-Banquet Sales	
20240 Wages-F&B Manager	
20250 Wages-Cooks	

Kissimmee Bay Country Club

Profit and Loss

June 2025

	TOTAL
20260 Wages-Servers	
Total 26 Food & Beverage Labor	
29 Course Labor	
20510 Contract Labor - Course Maint	
Total 29 Course Labor	
31 Administrative Labor	
20410 Wages-Manager	
20440 Wages - Housekeeping	
Total 31 Administrative Labor	
35 Pro Shop Expenses	
6000 ProShop Expenses	
6002 Auto Expenses	
6006 Cart Leases	
6014 Equip Repairs & Maintenance	
6030 Oil and Gas for Equipment	
6042 Range Balls	
6052 Signs/Displays	
6056 Supplies - Operational	
Total 6000 ProShop Expenses	
Total 35 Pro Shop Expenses	
36 Restaurant Expense	
7000 Restaurant Expenses	
7004 Cleaning/Dishwashing	
7006 Cleaning/Housekeeping Service	
7008 Dining RM/Bar/Banquet Supplies	
7016 Flowers/Decorations	
7020 Kitchen Fuel and Fuel Oil	
7024 Linen	
7030 Paper/Disposables	
7036 Printing and Stationary	
7040 Repairs and Maintenance	
7046 Supplies - Operational	
Total 7000 Restaurant Expenses	
Total 36 Restaurant Expense	
39 Course Maintenance	
9000 Course Upkeep Expenses	
9024 Equipment Leases	
9042 Repairs and Maintenance	
Total 9000 Course Upkeep Expenses	
Total 39 Course Maintenance	

Kissimmee Bay Country Club

Profit and Loss

June 2025

	TOTAL
40 Marketing Expense	
6136 Marketing Expenses - Membership	
6144 Directory Advertising	
Total 6136 Marketing Expenses - Membership	
Total 40 Marketing Expense	
41 Administrative Expense	
10000 Other Admin Expenses	
10006 Bank Charges	
10012 Car Telephone	
10024 Credit Card Processing Charges	
10026 Dues & Subscriptions	
10028 Electricity	
10031 Employee Meals	
10032 Equip Repairs and Maintenance	
10048 Homeowners' Association	
10054 Liability Insurance Expense	
10057 Management Fees	
10059 Wages- HK employee	
10062 Meals and Entertainment	
10070 Outside Services	
10072 Personal Prop/RE Tax Consulting	
10076 Pest Control	
10086 Professional Fees Accounting	
10116 Supplies - Office	
10118 Supplies - Operational	
10120 Telephone/Internet	
10124 Travel Expense	
10126 Waste/Trash Removal	
10127 Water Potable/Clubhouse	
10128 Workmans' Comp Insurance	
Total 10000 Other Admin Expenses	
Total 41 Administrative Expense	
42 Other Expense	
10130 Other Expenses	
10136 Real Estate Taxes	
10138 Payroll Taxes	
10139 Payroll Fees	
Total 10130 Other Expenses	
Total 42 Other Expense	

Kissimmee Bay Country Club

Profit and Loss

June 2025

	TOTAL

Attachment "T"
Contractor E-Verify Affidavit

I hereby certify that Aureus Greenway Holdings Inc [insert contractor company name] does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

A true and correct copy of Aureus Greenway Holdings Inc [insert contractor company name] **proof of registration in the E-Verify system is attached to this Affidavit.**

ChiPing C.

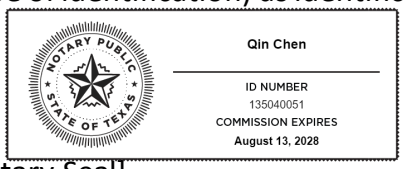
Print Name: ChiPing Cheung

Date: 07/28/2025

STATE OF Texas

COUNTY OF Harris

The foregoing instrument was acknowledged before me by means of ☐physical presence or ☑online notarization, this 07/28/2025 (date) by ChiPing Cheung (name of officer or agent, title of officer or agent) of Aureus Greenway Holdings Inc (name of contractor company acknowledging), a Nevada (state or place of incorporation) corporation, on behalf of the corporation. He/she is personally known to me or has produced PASSPORT (type of identification) as identification.



[Notary Seal]

Qin Chen

Notary Public

Qin Chen

Name typed, printed or stamped

My Commission Expires: 08/13/2028

Electronically signed and notarized online using the Proof platform.

Letter of Intent

Down to Earth (DTE)

Name & Title: Nick Dunleavy Regional Ops Manager

Address 500 Winderley Pl, Maitland FL 32751

Phone 407-928-2100

Email: ndunleavy@down2earthinc.com

Aureus Greenway Holdings Inc. (AGH)

ChiPing Cheung
2995 Remington Blvd
Kissimmee, FL 34744

Subject: Letter of Intent – Golf Course Maintenance Services for Forest Lake Golf Club

Dear Mr. Cheung

This Letter of Intent (LOI) outlines the mutual understanding between Down to Earth (DTE) and Aureus Greenway Holdings Inc. (AGH) regarding a proposed agreement for golf course maintenance services at Forest Lake Golf Club in Ocoee, Florida, contingent upon AGH's selection as the lessee by the City of Ocoee in response to its Request for Proposal (RFP).

Key Terms of Understanding:

1. Purpose:

- DTE expresses its intent to enter into a formal agreement with AGH to provide comprehensive golf course maintenance services for Forest Lake Golf Club should AGH be selected by the City of Ocoee as the designated lessee.

2. Contingency:

- This LOI is non-binding and contingent upon:

Letter of Intent

- AGH's successful selection by the City of Ocoee as the lessee of Forest Lake Golf Club.

- Final negotiation and execution of a formal Golf Course Maintenance Agreement between DTE and AGH.

3. Independent Bidding Rights:

- Nothing in this LOI shall restrict DTE from independently submitting a bid or proposal in response to the City of Ocoee's RFP for Forest Lake Golf Club. DTE retains full rights to pursue business opportunities related to this RFP in any capacity, whether as a maintenance provider to another lessee or as a direct bidder.

4. Proposed Scope of Services:

- DTE shall provide, at a minimum, the following services:

- Turf management (mowing, fertilization, pest control)

- Irrigation system maintenance

- Bunker and landscape upkeep

- Equipment maintenance

- Course conditioning for playability and aesthetics

- Specific service levels, performance standards, and pricing will be detailed in the final agreement.

5. Exclusivity & Good Faith Negotiations:

- Both parties agree to negotiate in good faith to finalize a contract within 30 days of AGH's selection by the City of Ocoee.

- Except as stated in Section 3 (Independent Bidding Rights), DTE also retains the right to engage with other potential lessees for the same property during the RFP evaluation period.

6. Confidentiality:

Letter of Intent

- The terms of this LOI and any subsequent discussions shall remain confidential unless disclosure is required by law.

7. Binding Provisions:

- Only Sections 5 (Exclusivity & Good Faith), 6 (Confidentiality), and 3 (Independent Bidding Rights) shall be legally binding. All other terms are subject to a definitive agreement.

8. Term & Termination:

- This LOI shall expire on the day if AGH is not selected by the City of Ocoee or if a formal agreement is not executed within 30 days of AGH being selected.

We look forward to collaborating with AGH to enhance Forest Lake Golf Club's facilities and appreciate the opportunity to be part of this project. Please indicate your agreement with the terms above by signing below.

Sincerely,

Name: Nick Dunleavy

Title: Regional Ops Mgr

Down to Earth (DTE)

Signature:

Acknowledged & Agreed on:

AGH: ChiPing Cheung

Chief Executive Officer

Aureus Greenway Holdings Inc. (AGH)

SAM LUI

HKICPA, ACCA

Email: LWSSAM1120@GMAIL.COM

Mobile: +852 9470-6636

PROFILE

- Over 8 years of working experience as **CFO/ Financial Controller** and **Company Secretary** for MNCs and listed companies on the Stock Exchange of Hong Kong Limited ("**HKEX**").
- **Member of HKICPA** and **ACCA** with 7 years professional experience in auditing field.

WORKING EXPERIENCE

Nov 2023-Present — **Aureus Greenway Holdings Limited (Nasdaq symbol: AGH), CFO**

- Participated in the Company's initial public offering. Duties included drafting and reviewing relevant sections (management discussion and analysis and financial statements) in the prospectus. The Company was successfully listing on the Nasdaq Capital Market in February 2025
- Prepare consolidated financial statements, financial analysis for management's and board's review, and deal with auditors for quarterly and annual reporting
- Perform monthly bank reconciliation for the group companies

Jan 2018-Present — **Guan Chao Holdings Limited (stock code: 1872), Company Secretary**

- Participated in the IPO engagement for the Company. Duties included drafting and reviewing relevant sections in the prospectus, attending all parties' meeting and dealing with professional parties prior the Company's listing on the Main Board of HKEX on 28 February 2019
- Handling all matters of company secretarial duties for the listed Group and its subsidiaries, including preparation and vetting announcements, circulars, annual and interim reports
- Organising board meetings, board committee meetings and general meetings & preparing board papers, board minutes and resolution

Mar 2024-Jan 2025 — **Synertone Communication Limited (stock code: 1613), Company Secretary**

- Handled all company secretarial duties for the listed Group and its subsidiaries, including preparation and vetting of announcements, circulars, annual reports and interim reports
- Participated in corporate transactions such as subscription/placing of new shares, grant and exercise of share options
- Organised board meetings, board committee meetings and general meetings, and prepared board papers, board minutes and resolutions
- Dealt with auditors for audit issues, arranged site visits and other professional parties for the annual audit

Dec 2020-Sep 2023 — **Zeal Technology Solutions Limited, Financial Controller**

- Prepared monthly consolidated financial statements, financial analysis and reporting pack for management review
- Led the finance teams and managed group finance operations to ensure departmental efficiency
- Participated in financial and tax strategies, capital requests and budgeting processes, cash flow forecasts and performance measures to support the strategic direction
- Managed the treasury functions, including cash management, liquidity planning, and banking relationships

SAM LUI

HKICPA, ACCA

Email: LWSSAM1120@GMAIL.COM

Mobile: +852 9470-6636

WORKING EXPERIENCE - CONTINUED

Mar 2017-
Sep 2020

Cool Link (Holdings) Limited (stock code: 8491), Financial Controller & Company Secretary

- Interacted with all professional parties for drafting of the prospectus for the Company's IPO, successfully listed on the GEM Board of HKEX on 22 September 2017
- Prepared consolidation spreadsheets and reviewed subsidiaries' financial statements
- Drafted and finalised announcements, annual reports, interim reports, quarterly reports, monthly returns, circulars and proxy forms
- Managed board meeting documentation, including agendas, notices, minutes and statutory registers

Jan 2015-
Jan 2017

Deloitte Touche Tohmatsu, Senior Auditor Year 3

- Auditor-in-charge for listed clients which are engaged in gaming and hotel operations in the Russian Federation including a high level of responsibility for client liaison and portfolio management, audit planning, developing deliverables, writing reports and presentation as well as performing audit fieldwork in Russia
- Participated and supervised IPO engagement in which the client is a property developer principally engaging in property development of industrial buildings for sale or rental in Hong Kong and was successfully listed on the Main Board of HKEX

Jun 2011-
Jan 2015

BDO Limited, Assistant Manager

- Engaged in a Placing/ Very Substantial Acquisition Project for client which provides corporate credit and performance guarantee services to SMEs in PRC and was successfully listed in the GEM Board of HKEX in less than one year
- Auditor-in-charge for various listed companies on HKEX which are principally engaged in (i) property investment, development and property leasing in PRC; (ii) asset management and direct investment; and (iii) research, manufacturing, sales and trading of pharmaceutical and health care products

EDUCATION AND QUALIFICATION

- **Member of ACCA** - *Association of Chartered Certified Accountants*
- **Member of HKICPA** - *Hong Kong Institute of Certified Public Accountants*
- **Bachelor of Business Administration (Accounting)** - *Lingnan University, Hong Kong*

SKILLS AND CAPABILITIES

Languages	Cantonese (native), Mandarin (fluent), English (fluent)
Computer	Microsoft Word, Excel, PowerPoint, QuickBooks, MYOB, Dynamic

CHIPING CHEUNG

2995 Remington Blvd, Kissimmee, FL 34744

EXPERIENCE

Aureus Greenway Holdings Inc (Ticker: AGH)

CEO, Jan 2024 – present

- In charge of all operations of the company
- Public face of the company
- Interact with potential investors

Chrome Fields I, Inc and Chrome Fields II Inc

Managing Partner, Dec 2014 – Dec 2023

- Manage and operate commercial and residential properties

Deutsche Bank AG, New York, May 1999 – April 2014

COO Americas, Loan Exposure Management Group ("LEMG")

LEMG actively manage DB's global loan portfolios utilizing CDS and securitization (CLO)

- Responsible for capital optimization for very large commercial loan portfolios
- Manage group wide portfolio cost of funding and optimization
- Responsible for staff personnel expense management

Bear Stearns & Co., Aug 1994 – May 1999

Financial Analytics and Structured Transaction Group

- Interest rate swap, Equity Swap and CDS trading

Soros Associates, March 1993 – Aug 1994

- Commodities transportation logistics and modeling

EDUCATION

University of Connecticut, Stamford, EMBA

- Deutsche Bank sponsored executive MBA program

University of California, Berkeley, CA 1989 – 1992, Bachelor of Science

- Industrial Engineering and Operations Research

Monterey Peninsula College, Monterey, CA 1988 – 1989

- English as Second Language programs, Associate Degree

St. Stephen's College, Hong Kong, 1987-1988

- Form IV – VI, HKCEE

From: ChiPing Cheung
To: Tolbert, Joyce
Cc: Stokych, Olena
Subject: Re: City of Ocoee RFP for the Lease and Operations of the Forest Lake Golf Club
Date: Wednesday, August 6, 2025 11:43:16 PM
Importance: High

Dear Joyce

To answer your questions below

1. E-Verify. We use ADP at our own courses. According to ADP, E-Verify is a service that can be purchased at $170 per month. I am happy to subscribe to that service tof FLGC if we are selected as the next lease operator
2. References. Insofar, we have only owned and operated our own courses so I am not able to get you other references. This is our first endeavor in leasing municipality asset. AS I said in our lease I will look after this asset like my own asset.
3. Our proposal can become a public record except the financial terms we offerred you for this RFP including but not limited to whats on the term sheet. Our company's financial records are public information.

Regards

> On Aug 7, 2025, at 4:58 AM, Tolbert, Joyce <JTolbert@ocoee.org> wrote:
>
> Good afternoon, Mr. Cheung:
>
> RE: Notice of Missing Information requested by the RFP for the Lease and Operations of the Forest Lake Golf Club.
>
> - Please provide proof of registration in E Verify.
> - Please provide references from entities other than properties you own and operate.
> - Confidentiality Notice included in your Proposal: Per the RFP pp.15, 26, 28, and 35, your proposal will become a public record under Florida Statute Chapter 119, except for your Financial Statements as they are exempt from the Florida Public Records law. You must identify specially any information contained in your proposal which you consider confidential and believe to be exempt from disclosure and cite specifically the applicable exempting law.
>
> Please email the requested information requested above to my attention or to Olena Stokych by tomorrow, August 7, 2025, at 12:00 p.m. Noon. Should the City not receive this requested information, the Evaluation Committee will proceed with evaluating your proposal accordingly.
>
> Please contact me or Olena with any questions regarding the above, or if you are

unable to meet the deadline above.

Thank you.

Joyce Tolbert, NIGP-CPP, CPPB

Procurement Manager

<image001.png>

City of Ocoee

1 N. Bluford Ave.

Ocoee, FL 34761

jtolbert@ocoee.org

☎407.905.3100 x1516, Direct 407.554.7103

https://link.edgepilot.com/s/456ab44e/51lbdE6bZEqHgFcqFRFSfA?u=http://www.ocoee.org/323/Purchasing

Go Green: Please consider the environment before printing this email.

PLEASE NOTE: Florida has a very broad public record law. Most written communications to or from City officials regarding City business are public records, available to the public and media upon request. Under Florida law, e-mail addresses are public records.

From: ChiPing Cheung
To: Tolbert, Joyce; Amber Adams
Cc: Stokych, Olena
Subject: Re: City of Ocoee RFP for the Lease and Operations of the Forest Lake Golf Club
Date: Thursday, August 7, 2025 9:59:04 AM
Attachments: image001.png
image001.png

Joyce

In light of the urgent situation, I would like you to contact the regional chair person for our bank Southstate bank for references you need.

I included Amber in this email and pls do feel free to reach out to her directly for the reference you need for us.

Amber

This is for the purpose of our proposal to lease the forest lake golf course and the city of ocoee needs a reference for our us as an entity.

We submitted our bid using our corporate entity Aureus Greenway Holdings Inc

Kind regards
Sent from my iPhone
Mobile: +1-914-843-1982

> On Aug 7, 2025, at 4:58 AM, Tolbert, Joyce <JTolbert@ocoee.org> wrote:
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> Good afternoon, Mr. Cheung:
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Please contact me or Olena with any questions regarding the above, or if you are unable to meet the deadline above.

Thank you.

Joyce Tolbert, NIGP-CPP, CPPB

Procurement Manager

City of Ocoee
1 N. Bluford Ave.
Ocoee, FL 34761
jtolbert@ocoee.org
☎407.905.3100 x1516, Direct 407.554.7103
https://link.edgepilot.com/s/85e3d3a2/mUJfY-iSo0yjsQsaclP7LA?u=http://www.ocoee.org/323/Purchasing

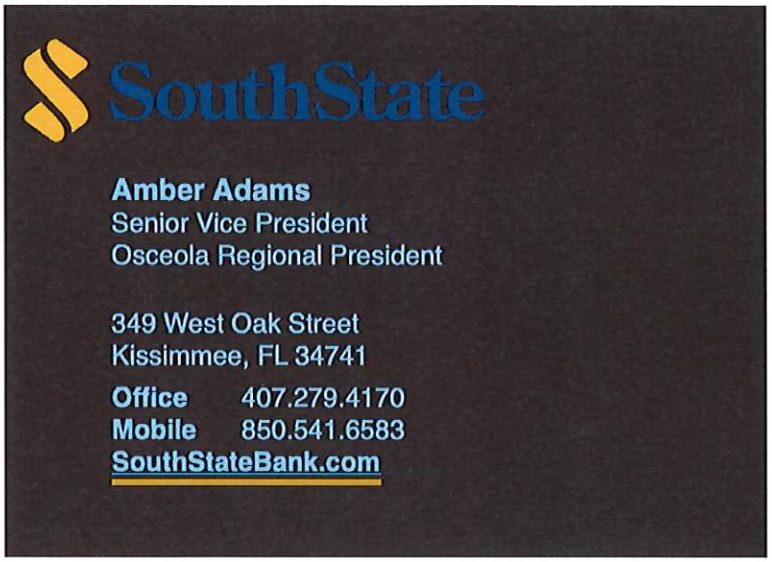
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Stokych, Olena

From: ChiPing Cheung <ccheung@aureusgreenway.com>
Sent: Thursday, August 7, 2025 10:24 AM
To: Stokych, Olena
Cc: Tolbert, Joyce
Subject: Re: City of Ocoee RFP #25-006 for the Lease and Operations of the Forest Lake Golf Club

Olena

I am fine with your final position. For banking reference please contact Amber Adams as shown below



Regards

On Aug 7, 2025, at 10:20 PM, Stokych, Olena <OStokych@ocoee.org> wrote:

Good morning, Mr. Cheung.

Everything submitted in the RFP #25-006 Lease and Operations of the Forest Lake Golf Club is subject to public disclosure. The separate package of financial information provided will be kept confidential and shielded from the public domain. This is our final position.

Please send full contact information for your Banking contact if needed for future reference.

Olena Stokych
Purchasing Analyst

<image.png>

City of Ocoee
Address: 1 N. Bluford Ave.
Ocoee, FL 34761
Email: ostokych@ocoee.org
Phone: 407-905-3100 ext. 1521
Direct phone: 407-554-7121
Website: **https://link.edgepilot.com/s/f1edbef7/pHfblpRNc0Sjr4IPk7cIpQ?u=http://www.ocoee.org/**

Florida has a very broad public records law (F.S. 119). As a result, any written communication created or received by City of Ocoee officials and employees will be made available to the public and media, upon request, unless otherwise exempt. Additionally, under Florida Law email addresses are public records.

From: ChiPing Cheung <ccheung@aureusgreenway.com>
Sent: Wednesday, August 6, 2025 11:42 PM
To: Tolbert, Joyce <JTolbert@ocoee.org>
Cc: Stokych, Olena <OStokych@ocoee.org>
Subject: Re: City of Ocoee RFP for the Lease and Operations of the Forest Lake Golf Club

Dear Joyce

To answer your questions below

1. E-Verify. We use ADP at our own courses. According to ADP, E-Verify is a service that can be purchased at $170 per month. I am happy to subscribe to that service tof FLGC if we are selected as the next lease operator
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Please contact me or Olena with any questions regarding the above, or if you are unable to meet the deadline above.

Thank you.

Joyce Tolbert, NIGP-CPP, CPPB
Procurement Manager
<image001.png>
City of Ocoee
1 N. Bluford Ave.
Ocoee, FL 34761
jtolbert@ocoee.org
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https://link.edgepilot.com/s/456ab44e/51lbdE6bZEqHgFcqFRFSfA?u=http://www.ocoee.org/323/Purchasing

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FOREST LAKE GOLF CLUB

RFP PACKET



PREPARED BY THE CITY OF OCOEE

REQUEST FOR PROPOSALS RFP #25-006

FOR THE LEASE AND OPERATION OF THE

FOREST LAKE GOLF CLUB

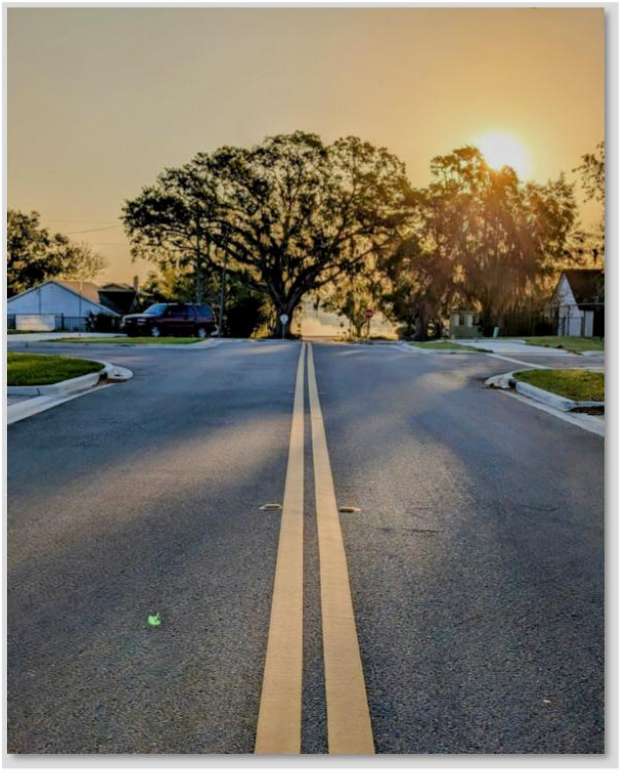
ocoee
florida



City of Ocoee

In the heart of Central Florida, all roads lead to Ocoee - or at least they seem to. Ocoee is easily accessible from Florida's Turnpike, the East-West Expressway (State Road 408), and Western Beltway (State Road 429).

Ocoee is just minutes from downtown Orlando, Walt Disney World, Orange County Convention Center, Orlando International Airport, and several neighboring towns and municipalities.





City of Ocoee

Ocoee is a growing and dynamic Central Florida community and a great place to call home.

Settled in the mid 1800s as a fishing camp on the shore of beautiful Starke Lake, Ocoee quickly grew into a city. Vegetable crops and later citrus, accompanied by two rail lines for shipping produce to northern states, nourished a population and economic boom.

Today, Ocoee balances small-city charm with big-city access, and a remembrance of its past while looking to its bright future.





City of Ocoee



In recent years, the City has constructed three new parks including a 20,000sf skate park. However, award-winning parks and beautiful unspoiled natural settings are just some of the reasons residents choose to make Ocoee their life-long home. Ocoee is home to highly rated public schools and a fire department that has achieved the highest rating for public fire protection, placing it in the top 1% in the United States.

The City remains focused on efforts to provide a desirable community in which to live, work, and raise a family while maintaining a high standard of living.





Ocoee's current population is 50,000, and the City is poised to handle 74,500 residents by 2045. The City's new Comprehensive Plan looks to a future with opportunities for people to prosper.

City of Ocoee

Forest Lake Golf Club

Originally opened in early 1995, Forest Lake encompasses 229 acres of Florida's sandy ridges. The superb sandy loam soils provide for drainage, a wide variety of trees, and pristine natural ponds. This is one of the few Florida golf venues operating as a standalone course not associated with a resort or housing.





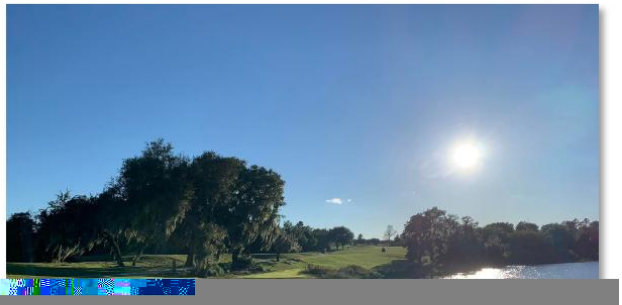


Forest Lake Golf Club



The Course at Forest Lake Golf Club features:

- Five sets of teeing grounds to afford every golfer a fun challenging round
- Rolling fairways
- Strategically placed bunkers and other hazards
- Four truly memorable Par 3's
- Large undulating greens
- Tremendous natural grass driving range tee
- Practice green — chipping pitching area with blast bunker



Forest Lake Golf Club is considered a local gem and is a favorite of residents and

Forest Lake Golf Club

Forest Lake Golf Club is loved by golfers of all skill levels. Visitors consistently praise Forest Lake's:

- Helpful and knowledgeable staff
- Practice amenities
- Scenic views
- Well maintained greens
- Friendly atmosphere
- Graceful and interesting topography



Forest Lake Golf Club

Forest Lake Golf Club







Forest Lake Golf Club

Contact Information

City of Ocoee

1 North Bluford Street

Ocoee, FL 34761

407.905.3100

Location Information

Forest Lake Golf Club

10521 Clarcona-Ocoee Road

Apopka, FL 32703



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***** ***Submit forms with your proposal***

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Request for Proposal:
Lease and Operation of the Forest Lake Golf Club

Section 1 – Introduction and Instructions

1.01 Purpose of the RFP

This Request for Proposals (this "RFP") is issued by the City of Ocoee (the "City") and unless otherwise designated. The purpose of this RFP is to secure a lease agreement with a qualified golf operator as the new tenant (the "Proposer" or "Respondent" or "Firm" or "Bidder") to operate, maintain, and market the city's municipal golf course and related facilities known as Forest Lake Golf Club, which is comprised of an 18-hole championship golf course, driving range, practice green(s), maintenance facility and cart barn, clubhouse, golf shop, restaurant, and other related facilities and improvements, all as further specified and designated by the City, in the City's sole discretion.

The Proposer shall perform all services identified in this RFP including all services set forth in the Attachments. The Attachments are a part of this RFP unless indicated otherwise. Services are to include, but not be limited to:

1. Provide a high-quality golf experience with an emphasis on excellent course playability and exceptional customer service.

2. Properly maintain the golf course and all facilities to preserve and enhance the City's investment.

3. Effectively and efficiently operate the Club golf operations, pro shop, restaurant, and grounds maintenance facilities to achieve acceptable profitability.

4. Market and promote the Club to increase market share and profit potential, including family and youth golf participation programs.

5. Develop and implement recommendations for a capital improvement master plan to update, enhance, and expand facilities to attract additional play and usage of clubhouse amenities.

The City has made significant capital investments in the Club and related land since the early 90's and is looking for firms or individuals to partner with the City who share its vision for maintaining and operating a top-quality public golf course and community venue.

1.02 Contact Information & Question Submittal Instructions

All questions regarding this RFP shall be in writing and directed to Olena Stokych, Purchasing Analyst, ostokych@ocoee.org with a copy to Joyce Tolbert, NIGP-CPP, CPPB, Procurement Manager jtolbert@ocoee.org, or through the Bonfire platform. Any clarifications/changes to the RFP requirements will be made by written addenda only, issued by Purchasing and posted on Bonfire. The deadline for RFP questions is **July 8, 2025, at 2 p.m. local time.**

The Proposer, legal counsel, or anyone affiliated with the Proposer are prohibited from communicating or lobbying in any manner about this project with any other City employee, elected official, City consultants, or evaluation team members from the date of issuance of this RFP until the final selection unless at a duly noticed public City meeting. Other means of communications or contact may disqualify the Proposer.

Submittals must be signed by a duly authorized official of the Proposer. Consortiums or joint ventures submitting proposals must establish that all contractual responsibility rests solely with one legal entity. Each submittal should indicate the entity responsible for the execution on behalf of the proposal team.

1.03 RFP Schedule of Events

This schedule of events represents the City's best estimate of the schedule that will be followed for this RFP. If a component of this schedule such as deadline for receipt of proposals is delayed, the rest of the schedule will be shifted by an approximate number of days. The approximate RFP schedule is as follows; all dates are subject to change at the City's discretion:

RFP Issued	June 1, 2025
Mandatory Preproposal Meeting	June 16, 2025, 2pm
Deadline for Questions	July 8, 2025, 2pm

Proposals Due	August 5, 2025, 2pm
Review of Proposals and Shortlisting	August 28, 2025
Interviews, Selection and authorization to negotiate with selected firm	October special comm mtg date TBA
Lease Negotiations	Dates TBA between October selection/approval & Dec Comm mtg
Lease Approval Operations commence with selected firm	December Commission Mtg date TBA January 1, 2026

1.04 Proposal Submission Instructions

Proposals will ONLY be accepted electronically through the Bonfire Platform **until August 5, 2025, at 2 p.m. local time.**

Respondents shall submit one (1) complete electronic copy, preferably in a single file, of their Proposal on the Bonfire Platform. Proposals must be received by Bonfire no later than the proposal submission deadline**.** It shall be the sole responsibility of the Respondent to have its Proposal **uploaded and submitted** on the Bonfire Platform prior to the due date and time. Any attempt to submit a Proposal after the submission deadline will not be accepted under any circumstances. Any uncertainty regarding the time a Proposal is received will be resolved against the Respondent. A virtual public bid opening will be held at approximately 2:01 pm. or as soon thereafter. Once available, the details on how to access the virtual bid opening will be posted in the project file on Bonfire and available on the City's website at https://www.ocoee.org/959/Public-Bid-Meetings.

File Uploads – Submission materials should be prepared in the file formats listed under Requested Information for this opportunity in the Bonfire Platform. The maximum upload file size is 1000 MB. Documents should not be embedded within uploaded files, as the embedded files will not be accessible or evaluated. All electronic files uploaded must be in a common format accessible by software programs the City uses. Those common formats are generally described as Microsoft Word (.doc or .docx), Microsoft Excel (.xls or .xlsx), Microsoft Power Point

(.ppt or pptx), or Adobe Portable Document Format (.pdf). Respondents will not secure, password protect or lock uploaded files; the City must be able to open and view the contents of the file. Respondents will not disable or restrict the ability of the City to print the contents of an uploaded file. Scanned documents or images must be of sufficient quality, no less than 150 dpi, to allow for reading or interpreting the words, drawings, images or sketches. The City may disqualify any Submittal Response that does not meet the criteria stated in this paragraph.

The City is ONLY accepting electronic solicitation responses online through the City's Bonfire platform at https://ocoee.bonfirehub.com. This link can also be accessed through the City's website at https://www.ocoee.org/323/Purchasing under the Current Open Solicitations menu. All Proposals for this RFP MUST be submitted electronically through the Bonfire Platform. Proposals received in any other format will not be accepted; no paper, fax, or e-mailed submissions will be accepted. There is no charge for prospective respondents to use the Bonfire e-procurement platform. The Bonfire platform's minimum system requirements: Microsoft Edge, Google Chrome, Safari, or Mozilla Firefox. JavaScript and browser cookies must be enabled.

Registration with Bonfire is free and is required prior to submitting a proposal. It is suggested that prospective respondents register no later than 24 hours in advance of the submission deadline to ensure proper registration. For assistance with registering, contact the Bonfire Support Desk by emailing support@gobonfire.com. Support by email is provided Monday to Friday from 8:00 a.m. – 8:00 p.m. EST/EDT.

Upon completing the registration with Bonfire, bidders will be able to submit a bid securely, any time before the bid submission deadline, at https://ocoee.bonfirehub.com by clicking the "PREPARE YOUR SUBMISSION" under the solicitation. An instructional video is provided for an overview of the submission process. Once the bid has been submitted, the Bidder will receive a date/time stamp confirmation within the Bonfire platform and an email confirmation of the bid submission. Bids submitted on the Bonfire Platform will remain locked and inaccessible by City staff until the bid deadline. Bidders are encouraged to allow ample time to upload and submit their Bid as the system will automatically lock upon the bid submission deadline. The actual contract award will be made by the Ocoee City Commission at a later date. Please be aware that all City Commission

meetings are duly noticed public meetings and all documents submitted to the City as a part of a bid constitute public records under Florida law.

1.05 Mandatory Preproposal Conference/Tour of Course

A **MANDATORY** PREPROPOSAL CONFERENCE IS SCHEDULED FOR **JUNE 16, 2025 AT 2 P.M. LOCAL TIME** AT FOREST LAKE GOLF CLUB. PROPOSER IS ENCOURAGED TO TOUR THE GOLF COURSE PRIOR TO THE MEETING.

PROSPECTIVE RESPONDENTS MUST ATTEND THIS MANDATORY PRE-PROPOSAL CONFERENCE IN ORDER FOR THEIR PROPOSAL TO BE ACCEPTED, REVIEWED AND CONSIDERED FOR SELECTION. **PROPOSALS FROM NON-ATTENDEES WILL NOT BE ACCEPTED**. THE PURPOSE OF THIS CONFERENCE IS FOR ACCESS TO TOUR THE GOLF COURSE AND FACILITIES AND REVIEW THE RFP PACKET. ADDITIONALLY, CITY REPRESENTATIVES WILL BE AVAILABLE TO ANSWER QUESTIONS AT THIS MEETING REGARDING THE PROJECT.

1.06 Submittal of Questions

Proposer must submit any questions in writing no later than **2 p.m. local time on July 8, 2025** per the instructions listed in Section 1.02. Oral answers to questions relative to the interpretation of the requirements or the proposal process will not be binding on the City. The City reserves the right to include questions and responses in the form of written addendums, as it deems necessary.

1.07 Addendum

To ensure fair consideration for all Proposers, any interpretation made to prospective Proposers will be expressed in the form of an addendum to the specifications, if such information is deemed necessary for the preparation of proposals or if the lack of such information would be detrimental to the uniformed Proposer. Any clarifications/changes to the RFP requirements will be made by written addenda only, issued by Purchasing and posted on Bonfire.

Please note that it is the Proposer's responsibility to check this site frequently for addendums, which may impact pricing, this document's requirements, terms, and/or conditions.

Any response by the City to a request by a prospective respondent for clarification or correction will be made in the Bonfire RFP file or in the form of a written addendum which will be distributed via Bonfire. It shall be the responsibility of each Respondent to obtain a copy of all issued Addenda. The City reserves the right to issue Addenda concerning the date and time when proposal acceptance shall close at any time up to the date and time set for proposal closing. In case any Respondent fails to acknowledge receipt of any such Addendum, its proposal will nevertheless be construed as though the Addendum had been received and acknowledged. Submission of a proposal will constitute acknowledgment of the receipt of the RFP Documents and all Addenda. Only interpretations or corrections provided by written Addenda shall be binding on the City. Respondents are cautioned that any other source by which a Respondent receives information concerning, explaining, or interpreting the RFP Documents shall not bind the City.

1.08 Legal Advertisement

Request for Proposals, Legal Advertisement
The City of Ocoee, Florida (the "City") is soliciting sealed proposals for **RFP #25-006 LEASE AND OPERATION OF THE FOREST LAKE GOLF CLUB**. Proposals will only be accepted electronically through Bonfire, a free e-Procurement platform, **until 2:00 p.m., local time, on August 5, 2025**. Proposals received after that time or through any other method will not be accepted under any circumstances. Proposals that have been timely received will be publicly opened virtually online and the name of the responding firms read aloud at that time; instructions will be provided at https://www.ocoee.org/959/Public-Bid-Openings. **A MANDATORY PRE-PROPOSAL CONFERENCE and site visit will be held at 2:00 p.m. local time on June 16, 2025**, at the Forest Lake Golf Club, 10521 Clarcona-Ocoee Road, Ocoee, FL 34761. **Prospective Respondents must attend this Mandatory Pre-Proposal Conference to be considered for selection**. The purpose of this conference is for access to tour the golf course and facilities and review the RFP packet. Additionally, City representatives will be available to answer questions at this meeting regarding the project. All questions regarding this RFP shall be in writing and directed to Olena Stokych, Purchasing Analyst, ostokych@ocoee.org with a copy to Joyce Tolbert,

NIGP-CPP, CPPB, Procurement Manager jtolbert@ocoee.org, or through the Bonfire platform. Prospective respondents may secure a copy of the documents required for submitting a proposal at no charge through Bonfire by accessing the City's published solicitation page at https://ocoee.bonfirehub.com. For more information, please visit https://www.ocoee.org/323/Purchasing. Prospective respondents will be provided with all information regarding this RFP, addenda, and changes to the project requirements through the Bonfire platform. Melanie Sibbitt, City Clerk, Orlando Sentinel, June 1, 2025.

Section 2 – Scope of Services

2.01 Scope

The City is seeking individual operators, joint ventures, or firms who are not just interested in operating and maintaining the golf course, but also to see the benefits of enhancing the current course condition and clubhouse facilities that will provide the opportunity to create a community venue platform, utilize for events and expand long-term revenue opportunities.

Proposals from responsible firms or teams must include a comprehensive business plan and industry standard structured budget for managing golf operations and related services (including but not limited to golf course, pro shop, concessions and special events), handling all maintenance needs (including detailed maintenance standards and specifications), excelling at customer service, effectively marketing the golf facility, hiring and supervising all staff, making facility improvements, and implementing strategies to ensure the long-term success of the facility. Proposer must demonstrate substantial experience in the operation and maintenance of golf courses, and sufficient financial capability to operate and maintain the facilities. The lease agreement will be administered by the city in conjunction with the City's designated representative, including its asset manager (if applicable). Please see **Attachment A** for City goals.

The city expects that the course will feature excellent playing conditions and continue to be operated as an accessible, affordable, and user-friendly golf facility for players of all ages and skill levels.

The key goals of this process are to identify a lessee that will maximize financial performance, provide excellent value and affordable access for citizens, and enhance these valuable community assets. Please see **Attachment B** for general performance expectations.

2.02 Operating Experience/Minimum Qualifications

The Proposer must be an established firm in business of providing golf course operations. Upon request, during the proposal evaluation phase, the Proposer shall furnish to the City such additional information necessary to satisfy the City that the Proposer has the necessary experience, expertise, financial capacity, competent and qualified personnel, and adequate equipment to perform all requirements of the work in the event of an award.

2.03 Lease Agreement

A comprehensive summary of the terms and conditions of the applicable lease with the City for the Club, including requirements and expectations related thereto are described in **Attachment C.**

Section 3 – Proposal Format and Content

3.01 Submittal Requirements

The City of Ocoee requests comprehensive responses to every section within this RFP. To facilitate the review of the responses, Respondents should follow the described proposal format. The intent of the proposal format requirements is to expedite review and evaluation. It is not the intent to constrain Respondents with regard to content, rather to ensure the specific requirements set forth in this RFP are addressed in a uniform manner amenable to review and evaluation; any missing information will be evaluated accordingly.

In order to provide Proposers with an equal opportunity for consideration, adherence to a standardized proposal format is strongly requested. The format of the proposal should contain the following elements organized into separate

chapters and sections. Failure to adhere to this format may result in the disqualification of Proposal(s).

Consortiums, joint ventures, or teams submitting proposals must establish contractual responsibility that rest solely with one company or one legal entity. Each submittal should indicate the entity responsible for execution on behalf of the proposal team. The Proposer's offer must be good for 180 days.

These elements parallel the basis of the City's proposal evaluation criteria. The City is not responsible for failure to locate, consider, and evaluate qualification factors presented outside this format. The following paragraphs provide guidelines to each firm for information to include for information to include in the proposal.

A. Title Page and Table of Contents

The proposal should begin with a title page bearing the name and address of the Proposer and the name and number of the RFP. This should be followed by a table of contents for the proposal. ***Information, which is claimed to be confidential, is to be identified after the Title Page and before the Table of Contents.***

B. Transmittal Letter

The purpose of this letter is to transmit the proposal and acknowledge the receipt of any addenda. The letter should include the address of the office that would provide the services requested, telephone number, fax, email address, and website, if applicable. The letter shall be signed by an individual who is authorized to commit the Proposer to the services and requirements as stated in this RFP.

C. Operations/Business Plan

Proposer is to include a proposed budget and plan describing applicable expense/revenue projections for the first 5 years of the Lease. Said plan shall include an operating budget containing estimates of all gross revenue and operating expenses for the applicable year, including detailed expenditures for (i) property operation and maintenance, (ii) annual tree trimming and

over seeding plan, (iii) repairs, replacements, and alterations which do not constitute Capital Improvements, (iv) personal property, and (v) a capital improvement plan for said year.

1) Annual Operating Budget:
   Proposer is to include proposed expense/revenue projections for the first three years of operations under the contract. Information is provided in **Attachment D** related to historical financial data.

2) Staffing Plan:
   Proposer is to include an estimated number of full-time and part-time employees respectively, and the positions these employees will fill.

   a. An organizational chart showing the number of full-time and part-time positions planned and noting the salary ranges or wage scales and the employee benefits for each position.

   b. A detailed resume of the experience, education, and certifications of all supervisory staff.

   c. A detailed timeline for the hiring of all employees.

3) Capital Improvement Plan:
   a. Proposer is to include a proposed capital improvement plan that includes improvements to the golf course, practice facility, maintenance facility, and clubhouse during the term of the Lease.

   b. Proposer is to describe all proposed capital work and provide cost estimates for each distinct project. In addition, include a preliminary capital/design timetable that clearly outlines proposed improvements and the anticipated commencement and completion dates for these improvements (i.e., the expected duration of each improvement).

   c. In addition to everyday facility maintenance and repairs, the lessee shall be expected to perform capital improvements to the

golf course, practice facility, maintenance facility, and clubhouse during each year the lease, and on an ongoing basis as needed thereafter. Improvements to the golf facility may include tee-box renovations, cart paths, greens and bunker renovations, as well as other desired projects. A brief listing of basic capital improvement needs is listed in **Attachment H**.

d. Proposer is to describe all intended capital work and provide preliminary cost estimates for this capital work in your proposal submission. In addition, include a preliminary capital/design timetable which clearly outlines proposed improvements and the anticipated commencement and completion dates for these improvements (i.e., the expected duration of each improvement).

e. All capital work by the successful Proposer shall be completed in such a manner so as to create a minimum amount of interference with golf course availability to customers. The successful Proposer may be required to provide a construction security deposit, in an amount and format approved by the City, to ensure that all renovation work is completed satisfactorily. This security deposit, preferably in the form of a letter of credit, must be in place before any facility improvement work commences. Prior to commencing construction of any alteration, addition or improvement exceeding the statutory limits for competitively bid work and where the successful Proposer intends to use an outside non-affiliated third-party contract, the successful Proposer shall obtain and provide the City with a copy of payment and performance bonds in as approved by the City. The City makes no representations regarding the adequacy of site utilities currently in place at the site.

f. Proposer shall be required to connect to and/or upgrade any existing utility service or create a new utility system and obtain the appropriate permits and approvals.

g. The successful Proposer shall be required to indicate how it plans to account for environmental considerations in its capital improvement and maintenance plan. All capital improvements shall require City approval. All capital improvements and fixed equipment become the property of the City upon installation, at the City's option.

h. In the event the lease agreement is terminated, unless negotiated otherwise, the City shall not consider proposals for reimbursement of successful Proposer's unamortized capital improvement cost as of the date of termination.

i. All capital improvement costs shall be amortized over the life of the contract. All remaining debts or obligations related to the improvements shall remain with the successful Proposer, and the City shall not be responsible for any of these debts or obligations.

ALL CAPITAL IMPROVEMENT PLANS SUBMITTED BY PROPOSERS PURSUANT TO THIS RFP SHALL INCLUDE CONCEPTUAL RENDERINGS, DRAWINGS, SITE PLANS, AND OTHER PLANS CREATED, DESIGNED, AND PRODUCED BY PROPOSER'S CIVIL ENGINEER(S) AND ARCHITECT(S) RETAINED BY THE APPLICABLE PROPOSER.

4) Other Required Elements:

a. Marketing and promotion plan, including yield management.

b. Customer service plan (tee time reservations, pace of play, surveys, etc.).

c. Food and beverage operating plan (hours of operation and policies/procedures for the sale of alcoholic beverages). Plan should include both Clubhouse and on-course F&B services.

d. Pro shop operating plan (hours of operation, merchandising, and services).

e. Maintenance and clubhouse equipment plan. Is the equipment going to be leased or purchased?
f. Transition Plan. A plan to ensure a smooth and efficient transition from the current interim operator to the applicable tenant that will outline Proposer's overall transition process.

g. Executive Summary. A summary of Proposer's goals and objectives for the Club operations, including key performance indicators.

h. Operations Plan. A detailed plan for day-to-day operations, including maintenance schedules, hours of operation, and customer service standards.

i. Marketing Plan. A projected marketing plan for the Club, which shall include a competitive course assessment, a market and tourism study, product positioning analysis, and review of the Club's strengths, weaknesses, opportunities and threats, along with strategies for increasing rounds played, memberships, tournament bookings, food and beverage sales, and other revenue-generating activities.

j. Merchandise Plan. An inventory list of merchandise and offerings to be sold from the Golf Shop that shall ensure that the Golf Shop is maintained and operated in accordance with the Golf Club quality standard.

k. Community Engagement Plan. A strategy for community involvement, including programming, partnerships, and public outreach.

l. Environmental and Sustainability Practices. Proposed practices to ensure responsible use of resources, environmental compliance, and sustainability of course operations.

m. Risk Management Plan. Safety protocols, insurance coverage, and procedures for incident response and liability management.

n. Performance Metrics and Reporting. Key metrics by which the Manager will evaluate and report on the success of operations and progress toward objectives, including proposed reporting intervals.

D. Operating Experience

Proposer should submit a resume or detailed description of the Proposer's professional qualifications, demonstrating extensive experience in the management, maintenance, and operation of golf and food and beverage facilities. Include the names and addresses of all corporate officers of the entity submitting the proposal. Failure to provide the requested information in sufficient form necessary to satisfy the City that the Proposer has the ability to perform the work will result in its proposal being rejected.

The City may make such investigation as deemed necessary to determine the responsibility of the Proposer and the ability of the Proposer to perform the work. Proposer shall furnish the City with all such information and data for this purpose as the City may request. The City reserves the right to reject a proposal if investigation of Proposer fails to satisfy the City that the Proposer is properly qualified to carry out the obligations of the contract.

E. References

Proposer is to attach a list of professional references associated with municipalities with which the Proposer is currently managing or leasing. Reference should be able to describe such matters as the Proposer’s financial and operational capability. Include the name of the reference City and course, a description of the nature of the listed reference’s experience with the Proposer and the name, title, address, telephone number, and email address of a contact person at the reference entity.

Proposer is to attach a list of all golf facilities that they have managed/leased in the last ten years, including current contracts. Include: the name, type (municipal, daily fee, private), and location of the facility; a description of the

nature of the business relationship with the facility; length, current status of the contract, and reason(s) for termination (if applicable).

Additionally, Proposer is to have and demonstrate in its proposal:

- Minimum of three years' experience in the following golf related fields:
    - Marketing and promotion of golf courses, marketing of courses and facilities for community activities and events - municipal courses preferred.
    - Customer service including Internet based and mobile application tee time reservations and pace-of-play improvement strategies.
    - Pro shop operations.
    - Golf instruction programs.
    - Merchandise sales.
    - Golf cart operations.
    - Eco-friendly golf course maintenance practices.
    - Food & beverage operations.
    - Financial reporting.

- Class A PGA Golf Professional or equivalent professional through related experience and education to operate, manage and supervise the Pro Shop, Pro Shop employees, and to plan and implement tournaments, outings, merchandise selection and sales, and the golf instruction programs.

- A competent record of employment or history of contract service in the operation of similar golf facilities as verified and supported by references, letters, and other necessary evidence from all employers public or private. All reference types should include current emails and cell numbers. References should be alerted to ensure timely responsiveness to inquiries.

F. Subcontractors

Proposer is to clearly state if it is proposing to subcontract any of the work herein. List any subcontracting disciplines needed to provide any and all

requirements of this RFP and identify all subcontractors and describe what portions of the requirements they would perform along with their experience, qualifications, and capabilities to provide the specified services. The successful Proposer assumes full liability for the performance of all subcontractors.

Proposer is to include an executed copy of LOI agreement with the intended subcontractor.

The City reserves the right to require the successful Proposer and any third-party (sub) contractors to indemnify and hold harmless the City at no additional cost. All subcontractors assigned to this project shall adhere to and deliver the required Certificates of Insurance.

G. Financial Capability

The Proposer shall have a demonstrated record of financial responsibility commensurate with the obligations under this RFP. Proposer should include:

- Previous two years of certified or audited financial statement or statements prepared in accordance with standard accounting procedures.
- To include P&L and balance sheet
- (Note: **Include financial documents as a separate electronic file on Bonfire**. The financial statements will be kept confidential as these statements are exempt from the Florida public records law).

H. Financial Reporting and Accountability

Proposer shall demonstrate how they propose to ensure full deposit and accountability for all revenue and ***provide sample reports***.

I. Other Miscellaneous Required Forms listed on the Table of Contents

1) Complete and return the enclosed Execution of Offer form **(Attachment J)** with your proposal.

2) Complete and return the attached Proposer's Questionnaire Form (**Attachment I**) with your proposal. Failure to complete and return this document may result in the disqualification of your proposal.
3) Complete and return Acknowledgement of Addenda **(Attachment K)**
4) Complete and return Conflict of Interest Disclosure Form **(Attachment L)**
5) Complete and return General Conditions Certification forms **(Attachments M, N, O, P, Q, R, S, T)**

Section 4 – Review of Proposals and Evaluation Criteria

4.01 Selection Criteria

Proposer is advised that the City intends to select the Proposer that the City determines is the most responsive and responsible and will provide the City with the highest quality management, efficient services, and highest revenue based on the criteria set out below.

Upon receipt of the proposals, the City's Owner's Representative will review the proposals and provide a report to the Evaluation Committee will determine the best proposal deemed most qualified.

The evaluation team will rely on the information contained and presented in the proposals and the reference checks made. Selection criteria will be based on the following:

Evaluation Criteria (100-Point Potential Score)

The evaluation committee members will independently evaluate the proposals based on the following criteria and associated point values:

A. Proposed Operations and Business Plan	20
B. Operating Experience	15
C. Compensation (Rent Offer)	20
D. Financial Capability/Reporting and Accountability	15
E. Capital Improvement Plan	30

Based on the City's evaluation of the proposals, an ordinal ranking will be developed which indicates the committee's collective ranking of the highest ranked proposals.

The City intends to award a single contract to one (1) firm deemed to be the most highly qualified to perform the required services. In determining whether a firm is qualified, the City shall consider the Evaluation Criteria set forth in this RFP. Proposals will be reviewed by an evaluation committee appointed by the City Manager and will be ranked in accordance with the established evaluation criteria. Date, time, and location of any scheduled evaluation committee meeting(s) for this RFP will be noticed publicly and on Bonfire. The evaluation committee shall supply a ranked list of the proposing firms and a recommendation regarding which firm should be awarded the contract by the City Commission. The City Commission's decision to endorse or modify the ranking by staff shall be final. Please be aware that all City Commission meetings are duly noticed public meetings and that all documents submitted to the City as a part of a proposal, excluding exempt financial statements, constitute public records under Florida law.

Upon review of the proposals, the City will score the proposals and may shortlist and interview the highest-ranking Proposer. Upon completion of the interviews, the highest-ranking Proposer will then be asked to enter into contract negotiations with the City. If an agreement cannot be reached with the highest ranked Proposer, the City will move to the next highest ranked Proposer. The same process will be repeated with the other ranked Proposers if no such agreement can be reached. The City reserves the right to not select a Proposer as part of this process if an agreement cannot be reached with the interviewed Proposer.

The City reserves the right to accept or reject any or all responses, to waive formalities, technicalities or irregularities, to request clarification of information submitted in any response, or to re-advertise for new proposals. The City may accept any item or group of items of any response, unless the Respondent qualifies its response by specific limitations. The City may accept one or more responses if, in the City's discretion, the City determines that it is in the City's best interest to do so.

The City reserves the right to award the contract to the Respondent which, in the City's sole discretion, is the most responsive and responsible Respondent. The City

reserves the right, as an aid in determining which response is responsible, to require a Respondent to submit such additional evidence of Respondent's qualifications as the City may deem necessary, and may consider any evidence available to the City of the financial, technical, and other qualifications and abilities of a Respondent, including past performance and experience with the City and others. The City shall be the final authority in the selection of any and all responses.

Section 5 – Standard Proposal Information

5.01 Authorized Signature

An individual authorized to bind the Proposer to the provisions of the RFP must sign all proposals.

5.02 City Not Responsible for Preparation Cost

The City will not pay any cost associated with the preparation, submittal, presentation, or evaluation of any proposal.

5.03 Conflict of Interest

Proposer must disclose any instances where the Proposer or any individuals working on the contract has a possible conflict of interest and, if so, the nature of that conflict (e.g., employed by the City). The City reserves the right to cancel the award if any interest disclosed from any source could either give the appearance of a conflict or cause speculation as to the objectivity of the Proposer's proposal. The City's determination regarding any questions of conflict of interest is final. Proposer is to submit the attached Conflict of Interest Disclosure form.

5.04 Request for Proposal as Part of Contract

Part or all of this RFP and the successful proposal may be incorporated into the contract.

5.05 Proposer's Certification

By signature on the proposal, the Proposer certifies that it complies with:

- The laws of the state of Florida
- All applicable local, state, and federal laws, codes, and regulations.
- All terms that the proposal submitted were independently arrived at without collusion.
- A condition that the offer will remain open and valid for the period indicated in this solicitation and any question that the Proposer and/or any individuals working on the contract do not have a possible conflict of interest. (e.g., employed by the City).

If any Proposer fails to comply with the provisions stated in this paragraph, the City reserves the right to reject the proposal, terminate the contract, or consider the Proposer in default.

5.06 No Contact Policy

Any contact with any City representatives, related officials, or representatives other than those outlined in the RFP is prohibited. Such unauthorized contact may disqualify your proposal from this procurement.

5.07 Special Conditions

Special conditions include the following:

Proposer is expected to raise questions, exceptions, or additions they have concerning the RFP document. If a Proposer discovers significant ambiguity, error, conflict, discrepancy, omission, or other deficiency in this RFP, they should immediately notify the Purchasing Agent of such error and request modification or clarification of the RFP document. Failure to complete or provide the information requested in this RFP may result in disqualification by reason of "non-responsiveness."

All information submitted in response to this RFP shall become the property of the City.

This RFP does not commit the City to procure or award a contract for the scope of work described herein. The City has sole discretion and reserves the right to reject any and all proposals received with respect to this RFP and to cancel the RFP at any time prior to entering into a formal agreement. The City also reserves the right to reasonably request additional information or clarification of information provided in the proposal without changing the terms of the RFP.

Proposer acknowledges and agrees that the City will not be liable for any costs, expenses, losses, damages (including damages for loss of anticipated profit), or liabilities incurred as a result of, or arising out of, submitting a proposal, negotiating changes to such proposal, or due to the City's acceptance or nonacceptance of the proposal.

The City shall determine at its sole discretion and provide the release of all public information concerning this RFP process, including selection announcements and contract awards. Those desiring to release information associated with this RFP to the public must receive prior written approval from the City's authorized representative.

Proposer is encouraged to independently verify the accuracy of any information provided. The use of any of this information in the preparation of a response to the RFP is at the sole risk of the Proposer.

Proposer shall not collude in any manner or engage in any practices with any other Proposer(s), which may restrict or eliminate competition or otherwise restrain trade. Violation of this instruction will cause the City to reject the Proposer's submittal. This prohibition is not intended to preclude joint ventures or subcontracts.

The City reserves the right to:

- Amend, modify, or withdraw this RFP.

- Revise any requirements under this RFP.

- Require supplemental statements of information from any responding party.

- Extend the deadline for submission of responses hereto.

- Negotiate or hold discussions with any Proposer to correct insufficient responses that do not completely conform to the instructions contained herein.

- Waive any technicalities or irregularities with this RFP.

- Cancel, in whole or in part, this RFP if the City deems it is in its best interest to do so.

- Request additional information or clarification of information provided in the response without changing the terms of the RFP.

- Waive any portion of the selection process in order to accelerate the selection and negotiation with the top-ranked Proposer.

- Not to award a contract as a part of, or result of, this RFP process.

The City may exercise the foregoing rights at any time without notice and without liability to any Proposer, or any other party, for expenses incurred in the preparation of responses hereto or otherwise.

5.08 Special Provisions

1. Compliance with Contract. The City will decide all questions, which may arise as to the quality, or acceptability of work performed, the manner of performance and the rate of progress of the work, the interpretation of the requirements, request for proposal, successful Proposer's proposal and contract, as well as acceptable fulfillment of the contract on the part of the successful Proposer.

2. Financial, Building and Grounds Audit. The successful Proposer will be required to undergo an annual independent financial and maintenance audit, inclusive of all records, structures and grounds. Recommendations to the successful Proposer may be made from these audits for future implementation. Failure to be responsive and meet all requirements of the annual audit process could result in financial penalties and/or termination of the agreement.

3. On-site Employees. Head golf professional/manager and superintendent shall be full-time employees dedicated to these facilities. The company with its proposal shall provide a staffing matrix identifying the key personnel and the timeline for the hiring of such employees. The City has the right of reasonable rejection and approval of the head golf professional/manager by the successful Proposer.

4. Public Information Requests. Information, documentation, and other materials submitted under this proposal may be subject to public disclosure under various open records acts. The successful Proposer is hereby notified that the City strictly adheres to this open records requirement and the interpretations thereof rendered by presiding courts and tribunals. The successful Proposer shall be deemed to have knowledge of these laws and how to protect the legitimate interests of the City.

5.09 General Conditions

1. **Federal Tax ID Number:** Each Proposer shall state its federal tax identification number on the line provided on the Execution of Offer form. The City is required to report to IRS on Form 1099 all payments involving labor or services provided by vendors, and lack of this number may delay contract payments until the number is provided.

2. **Bid Protests**

All Bid Protests shall be submitted in the following manner to the Purchasing Analyst at ostokych@ocoee.org with a copy to the Procurement Manager at jtolbert@ocoee.org:

A. A bidder shall file a written bid protest under this Article or be barred any relief; oral protests shall not be acknowledged.

B. A bid protest shall be limited to the following grounds:
   (1) Issues arising from the procurement provisions of the RFP, its addenda, and other bidding documents; and/or
   (2) Applicable federal, state, or local law. No bid protest may be based upon questions concerning the design documents (drawings and specifications), if any. The Respondent shall clarify all questions concerning the design documents of the project prior to submitting its bid.

C. The content of the bid protest shall fully state the factual and legal grounds for the protest and the legal basis for the relief requested.

D. The bid protest shall be filed with the Purchasing Technician and Procurement Manager not later than five (5) calendar days after the posting of the notice of intent to award or recommendation of award by staff, whichever is earlier.

The Purchasing Analyst/Procurement Manager, on behalf of the City, shall make a determination of the merits of the protest not later than five (5) business days after receipt of the protest. If the City denies the protest, the City may proceed with award of the contract unless enjoined by order of a court of competent jurisdiction

3. CONVICTED VENDOR LIST (PUBLIC ENTITY CRIME):

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a proposal on an award to provide any goods or services to a public entity, may not submit a proposal on an award with a public entity for the construction or repair of a public building or public work, may not submit proposals on leases of real property to a public entity, may not be awarded or perform work as a Contractor, Supplier, Subcontractor, or Consultant under a award with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in § 287.017, Florida Statutes, for Category Two for a period of 36 months from the date of being placed on the convicted vendor list. See § 287.133 (2) (a), Florida Statutes.

4. FLORIDA PUBLIC RECORDS LAW:

In accordance with Chapter 119 of the Florida Statutes, and, except as may be provided by Chapter 119 of the Florida Statutes and other applicable State and Federal Laws, all Respondents should be aware that the proposal and the responses thereto are in the public domain and are available for public inspection. Respondents are requested, however, to identify specifically any information contained in their proposal which they consider confidential and/or proprietary and which they believe to be exempt from disclosure, citing specifically the applicable exempting law. All proposals received in response to this request of proposal become the property of the City of Ocoee and will not be returned. In the event of an award, all documentation produced as part of the contract will become the exclusive property of the City.

5. PUBLIC RECORDS COMPLIANCE:

The City of Ocoee (City) is a public agency subject to Chapter 119, Florida Statutes. The Contractor agrees to comply with Florida's Public Records Law. Specifically, the Contractor shall:

1. Keep and maintain public records required by the City to perform the service.
2. Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in chapter 119, Florida Statutes, or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from the public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Contractor does not transfer the records to the City.
6. Upon completion of the contract, Contractor agrees to transfer at no cost to the City all public records in possession of the Contractor or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public record to the City upon completion of the contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the contract, the Contractor shall meet all

applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

5. A Contractor who fails to provide the public records to City within a reasonable time may be subject to penalties under section 119.10, Florida Statutes.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 407-905-3105, ccdl@ocoee.org, WITH AN OFFICE LOCATED AT 1 NORTH BLUFORD AVENUE, OCOEE, FLORIDA 34761.

6. PROHIBITION AGAINST CONSIDERING SOCIAL, POLITICAL OR IDEOLOGICAL INTERESTS IN GOVERNMENT CONTRACTING:

Respondents are hereby notified of the provisions of section 287.05701, Florida Statutes, as amended, that the City will not request documentation of or consider a Respondent's social, political, or ideological interests when determining if the Respondent is a responsible Respondent. Respondents are further notified that the City's governing body may not give preference to a Respondent based on the Respondent's social, political, or ideological interests.

7. PATENT INDEMNITY:

Except as otherwise provided, the successful respondent agrees to indemnify the City and its officers, agents, and employees against liability, including costs and expenses for infringement upon any letters patent of the United States arising out of the performance of this Contract or out of the use or disposal by or for the account of the City or supplies furnished or construction work performed hereunder, to the extent caused by the negligence, recklessness, or intentional wrongful misconduct of the Respondent and persons employed or utilized by the Respondent in the performance of this contract.

Further, the Respondent shall fully indemnify, and hold harmless the City and its officers, agents, and employees from any suits, actions, damages, and costs of every name and description, including attorneys' fees, arising from or relating to violation or infringement of a trademark, copyright, patent, trade secret, unpatented invention, or intellectual property right. If the bidder uses any design, device, or materials covered by letters, patent, or copyright, it is mutually agreed and understood without exception that the bid price shall include all royalties or cost arising from the use of such design, device, or materials.

8. CONFLICT OF INTEREST/NON-COLLUSION CERTIFICATION:

a) Respondent declares that the only persons or parties interested in their proposal are those named herein, that this proposal is, in all respects, fair and without fraud and that it is made without collusion with any other vendor or official of the City of Ocoee. Neither the Affiant nor the above-named entity has directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive pricing in connection with the entity's submittal for the above project. This statement restricts the discussion of pricing data until the completion of negotiations and execution of a contract for the described services.

b) Respondent certifies that no City Commissioner, other City Official, or City employee directly or indirectly owns assets or capital stock of the Responding entity, nor will directly or indirectly benefit by the profits or emoluments of this proposal. (For purposes of this paragraph, indirect ownership or benefit applies to any members of his or her immediate family)

c) Respondent certifies that no member of the entity's ownership or management is presently applying for an employee position or actively seeking an elected position with the City. In the event that a conflict of interest is identified in the provision of services, Respondent agrees to immediately notify the City in writing.

d) Respondent further declares that a careful examination of the scope of services, instructions, and terms and conditions of this RFP has occurred, and that the proposal is made according to the provisions of the RFP documents, and

will meet or exceed the scope of services, requirements, and standards contained in the RFPQ documents.

e) Respondent agrees to abide by all conditions of the negotiation process. In conducting negotiations with the City, Respondent offers and agrees that if this negotiation is accepted, the Respondent will convey, sell, assign, or transfer to the City all rights, title, and interest in and to all causes of action it may now or hereafter acquire under the anti-trust laws of the United States and the State of Florida for price fixing relating to the particular commodities or services purchased or acquired by the City. At the City's discretion, such assignment shall be made and become effective at the time the City tenders final payment to the Respondent. The proposal constitutes a firm and binding offer by the Respondent to perform the services as stated. **Submit the attached form with proposal.**

9. DRUG-FREE WORKPLACE:

Provide a statement concerning the Respondent's status as a Drug-Free Work Place or evidence of an implemented drug-free workplace program. **Submit the attached form with proposal.**

10. PUBLIC ENTITY CRIME STATEMENT:

a) All invitation to bid, as defined by Section 287.012 (16), Florida Statutes, requests for proposals, as defined by Section 287.012 (23), Florida Statutes, and any contract document described by Section 287.058, Florida Statutes, shall contain a statement informing persons of the provisions of Section 287.133 (2)(a), Florida Statutes, which reads as follows:

> "A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier,

subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in s. 287.017 for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list."

b) All Respondents that submit a Proposal or a Bid to the City of Ocoee guarantee they have read the above statement and by signing the submitted documents are qualified to do so under Section 287.133 (2)(a), Florida Statutes. **Submit the attached form with proposal.**

11. CERTIFICATION OF NON-SEGREGATED FACILITIES:

a) Respondent certifies that it does not and will not maintain or provide any segregated facilities for the Respondent's employees at any of the Respondent's establishments, and that Respondent does not permit Respondent's employees to perform their services at any location under the Respondent's control where segregated facilities are maintained. Respondent agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of its Proposal. As used in this certification, the term "segregated facilities" means any waiting room, work areas, time clocks, locker rooms, other storage and dressing areas, parking lots, or drinking facilities provided for employees that are segregated on the basis of race, color, religion, national origin, habit, local custom, or otherwise. Respondent agrees that (except where Respondent has obtained identical certification from proposed contractors for specific time periods) Respondent will obtain identical certifications from proposed subcontractors prior to the award of such contracts exceeding $10,000 that are not exempt from the provisions of the Equal Opportunity clause, and that Respondent will retain such certifications in Respondent's files.

b) The non-discriminatory guidelines as promulgated in Section 202, Executive Order 11246, and as amended by Executive Order 11375 and as amended, relative to Equal Opportunity for all persons and implementations of rules and regulations prescribed by the U.S. Secretary of labor, are incorporated herein. **Submit the attached form with proposal.**

12. SCRUTINIZED COMPANIES:

Respondent certifies that the company is not participating in a boycott of Israel. Respondent certifies that the Respondent is not on the Scrutinized Companies that Boycott Israel List, not on the Scrutinized Companies with Activities in Sudan List, not on the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria, as those terms are used and defined in sections 287.135 and 215.473 of the Florida Statutes. In the event that Respondent is unable to provide such certification but still seeks to be considered for award of this solicitation, Respondent shall, on a separate piece of paper, clearly state that it is on one or both of the Scrutinized Companies lists and shall furnish together with its proposal a duly executed written explanation of the facts supporting any exception to the requirement for certification that it claims under Section 287.135 of the Florida Statutes. Respondent agrees to cooperate fully with the City in any investigation undertaken by the City to determine whether the claimed exception would be applicable. The City shall have the right to terminate any contract resulting from this solicitation for default if Respondent is found to have submitted a false certification, or to have been placed on the Scrutinized Companies that Boycott Israel List, or to have been placed on the Scrutinized Companies for Activities in Sudan List, or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria. **Submit the attached form with proposal.**

The City reserves the right to accept or reject any or all proposals, to waive formalities, technicalities or irregularities, to request clarification of information submitted in any proposal, or to re-advertise for new proposals. The City may accept any item or group of items of any proposal, unless the Respondent qualifies its proposal by specific limitations. The City may accept one or more proposals if, in the City's discretion, the City determines that it is in the City's best interest to do so.

The City reserves the right to award the contract to the Respondent which, in the City's sole discretion, is the most responsive and responsible Respondent The City

reserves the right, as an aid in determining which proposal is responsible, to require a Respondent to submit such additional evidence of Respondent's qualifications as the City may deem necessary, and may consider any evidence available to the City of the financial, technical, and other qualifications and abilities of a Respondent, including past performance (experience) with the City and others. The City Commission shall be the final authority in the selection of any and all proposals.

13. HUMAN TRAFFICKING:

Pursuant to Florida Statute, §787.06(13), when a contract is executed, renewed, or extended between a nongovernmental entity and a governmental entity, the nongovernmental entity must provide the governmental entity with an affidavit signed by an officer or a representative of the nongovernmental entity under penalty of perjury attesting that the nongovernmental entity does not use coercion for labor or services as defined in §787.06(2)(a) Florida Statutes. **Submit attached affidavit with proposal.**

14. FOREIGN COUNTRIES OF CONCERN:

Pursuant to Florida Statute 287.138(4)(a), a governmental entity may not accept a bid on, a proposal for, or a reply to, or enter into, a contract with an entity which would grant the entity access to an individual's personal identifying information unless the entity provides the governmental entity with an affidavit signed by an officer or representative of the entity under penalty of perjury attesting that the entity does not meet any of the criteria in Florida Statute 287.138(2)(a)-(c). **Submit attached affidavit with proposal.**

15. E-VERIFY REGISTRATION AND USE:

By entering into the Contract, the awarded Contractor is obligated to comply with the provisions of § 448.095, Fla. Stat., "Employment Eligibility." This includes, but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an alien unauthorized to work in the USA. Failure to comply will lead to termination of this contract, or if a subcontractor knowingly violates the

statute, the subcontractor must be terminated immediately. If the Contract is terminated pursuant to Section 448.095, Fla. Stat., such termination is not a breach of contract and may not be considered as such. Any challenge to termination under this provision must be filed in the Ninth Judicial Circuit Court of Florida no later than 20 calendar days after the date of termination. If the Contract is terminated for a violation of Section 448.095 Fla. Stat., by the Contractor, the Contractor shall be liable for any additional costs incurred by the City as a result of the termination of the Contract. Nothing in the E-Verify Certification shall be construed to allow intentional discrimination of any class protected by law.

A. Pursuant to section 448.095, Florida Statutes, Contractor shall register with and use the U.S. Department of Homeland Security's E-Verify system, https://e-verify.uscis.gov/emp, to verify the work authorization status of all Contractor employees hired on and after January 1, 2021.

B. Subcontractors

(i) Contractor shall also require all subcontractors performing work under this Agreement to use the E-Verify system for any employees they may hire during the term of this Agreement.

(ii) Contractor shall obtain from all such subcontractors an affidavit stating the subcontractor does not employ, contract with, or subcontract with an unauthorized alien, as defined in section 448.095, Florida Statutes.

(iii) Contractor shall maintain a copy of all subcontractor affidavits for the duration of the Agreement.

C. Contractor must provide evidence of compliance with section 448.095, Florida Statutes. Evidence shall consist of an affidavit from the Contractor stating all employees hired on and after January 1, 2021 have had their work authorization status verified through the E-Verify system and a copy of their proof of registration in the E-Verify system.

D. Failure to comply with this provision is a material breach of the Agreement, and shall result in the immediate termination of the Agreement without penalty to the City. Contractor shall be liable for all costs incurred by the City to secure a replacement Agreement, including but not limited to, any increased costs for the same services, any costs due to delay, and rebidding costs, if applicable. **Complete the attached Contractor E-Verify Affidavit and submit with proposal package.**

16. INSURANCE TERMS AND CONDITIONS:

The successful Respondent shall be required to provide evidence of both General (Public & Property) Liability and Professional Liability Insurance (Design Errors and Omissions in the amount of $1,000,000) in the form of a certificate of insurance issued on behalf of the City of Ocoee and naming the City as an additional insured, by companies acceptable to the City at the minimum limits and coverages listed below with deductible amounts acceptable to the City. The selected consultant shall not commence any work in connection with an Agreement until all of the following types of insurance have been obtained and such insurance has been approved by the City, nor shall the consultant allow any subconsultant to commence work on a subcontract until all similar insurance required of the subconsultant has been so obtained and approved. Policies other than Workers' Compensation shall be issued only by companies authorized by subsisting certificates of authority issued to the companies by the Department of Insurance of Florida which maintain a Best's Rating of "A" or better and a Financial Size Category of "VII" or better according to the A.M. Best Company. Policies for Workers' Compensation may be issued by companies authorized as a group self-insurer in accordance with Ch. 440 of the Florida Statutes.

1. Loss Deductible Clause: The City shall be exempt from, and in no way liable for, any sums of money which may represent a deductible in any insurance policy. The payment of such deductible shall be the sole responsibility of the Consultant and/or subconsultant providing such insurance.

2. Workers' Compensation Insurance: The Consultant shall obtain during the life of this Agreement, Worker's Compensation Insurance with Employer's Liability Limits of $500,000/$500,000/$500,000 for all the Consultant's employees connected with the work of this project and, in the event any work is sublet, the Consultant shall require the subconsultant similarly to provide Workers' Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by the Consultant. Such insurance shall comply fully with the Florida Workers' Compensation Law. In case any class of employees engaged in hazardous work under this contract for

the City is not protected under the Workers' Compensation statute, the Consultant shall provide, and cause each subconsultant to provide adequate insurance, satisfactory to the City, for the protection of the Consultant's employees not otherwise protected. Include Waiver of Subrogation in favor of the City of Ocoee.

3. Consultant's Public Liability and Property Damage Insurance: The Consultant shall obtain during the life of this Agreement COMMERCIAL AUTOMOBILE COVERAGE, this policy should name the City of Ocoee as an additional insured, and shall protect the Consultant and the City from claims for damage for personal injury, including accidental death, as well as claims for property damages which may arise from operations under this Agreement whether such operations be by the Consultant or by anyone directly or indirectly employed by the Consultant, and the amounts of such insurance shall be the minimum limits as follows:

4. Automobile Bodily Injury Liability & Property Damage Liability

- $1,000,000 Combined single limit per occurrence (each person, each accident)
- All covered automobile will be covered via symbol 1
- Liability coverage will include hired & non-owned automobile liability
- Include Waiver of Subrogation in favor of The City of Ocoee

5. Comprehensive General Liability (Occurrence Form) - This policy should name the City of Ocoee as an additional insured and should indicate that the insurance of the Consultant is primary and non-contributory.

- $2,000,000 GENERAL AGGREGATE
- $2,000,000 PRODUCTS-COMPLETED OPERATIONS AGGREGATE
- $1,000,000 PER OCCURRENCE
- $1,000,000 PERSONAL & ADVERTISING INJURY
- Include Waiver of Subrogation in favor of the City of Ocoee

6. Professional Liability Insurance

- Design Errors and Omissions in the amount of $1,000,000

7. Subconsultant's Comprehensive General Liability, Automobile Liability and Worker's Compensation Insurance: The Consultant shall require each subconsultant to procure and maintain during the life of this subcontract, insurance of the type specified above or insure the activities of these subconsultants in the Consultant's policy, as specified above.

8. Owner's Protective Liability Insurance: **As applicable for construction projects**, providing coverage for the named insured's liability that arises out of operations performed for the named insured by independent consultants and are directly imposed because of the named insured's general supervision of the independent consultant. The Consultant shall procure and furnish an Owner's Protective Liability Insurance Policy with the following limits: $1,000,000, and per occurrence, $2,000,000. Aggregate and naming the City of Ocoee as the Named Insured.

9. Contractual Liability: If the project is not bonded, the consultant's insurance shall also include contractual liability coverage to insure the fulfillment of the contract. **NOTE: PUBLIC LIABILITY INSURANCE AND AUTOMOBILE LIABILITY INSURANCE, THE CITY SHALL BE NAMED AS ADDITIONAL INSURED.**

- $1,000,000 PER OCCURRENCE
- $2,000,000 AGGREGATE

Commercial Umbrella:

- $1,000,000 PER OCCURRENCE
- $2,000,000 Aggregate
- Including Employer's Liability and Contractual Liability

Builders Risk: **(Not Applicable)**.

- $100,000 Any (1) Location
- $1,000,000 Any (1) Occurrence

10. Certificates of Insurance: Certificate of Insurance Form (see sample, below), naming the City of Ocoee as an additional insured will be furnished by the Consultant upon notice of award. These shall be completed by the authorized Resident Agent and returned to the Office of the Purchasing Analyst. This certificate shall be dated and show:

- The name of the Insured consultant, the specific job by name and job number, the name of the insurer, the number of the policy, its effective date, and its termination date.
- Statement that the Insurer shall mail notice to the Owner at least thirty (30) days prior to any material changes in provisions or cancellation of the policy, except ten (10) days written notice of cancellation for non-payment of premium.

(Remainder of page left blank intentionally.)

Section 6 – Attachments

Attachment A: City Goals

Attachment B: Performance Expectations

Attachment C: Lease Agreement Draft Terms and Conditions

Attachment D: Recent Operating Performance History

Attachment E: Current Green Fees Schedule

Attachment F: Golf Course Maintenance Standards

Attachment G: Building Maintenance Standards

Attachment H: Capital Improvement Needs

Attachment I: Proposer's Questionnaire

Attachment J: City of Ocoee Execution of Offer Form

Attachment K: Acknowledgement of Addenda

Attachment L: Conflict of Interest Disclosure Form

Attachment M: Non-Collusion Affidavit

Attachment N: Drug Free Workplace Form

Attachment O: Sworn Statement on Public Entity Crimes Form

Attachment P: Certification of Non-Segregated Facilities Form

Attachment Q: Scrutinized Companies' Lists Form

Attachment R: Human Trafficking Affidavit

Attachment S: Company Not an Entity of Foreign Country of Concern

Attachment T: E-Verify Affidavit

Attachment "A"
City Goals

The City desires to continue to provide a high-quality and well-maintained public golf and clubhouse facility with competitive fees and a customer service level commensurate with the best public access golf course venues in the State of Florida. The City has identified the following goals:

1) Provide a guaranteed annual payment to the City for the operation of Forest Lake Golf Club.

2) Provide the residents of Ocoee with a community amenity that offers an enjoyable golf and recreational venue experience, including without limitation, attractive food and beverage services and offerings.

3) Achieve revenue growth through increased rounds played and the enhancement of ancillary revenue opportunities.

4) Ensure that the golf course assets (existing and future) are properly maintained to industry standards and schedule.

5) Work with the City to develop a comprehensive master plan and capital improvement plan to ensure continued success and viability of the Club.

6) Develop highly effective marketing and promotional communications to encourage the use of the community amenity.

7) Implement leagues, attract FSGA, FHSAA, NCAA tournaments and other types of organized play and programming while maintaining good public access to the course. Host multiple junior golf clinic/summer camps annually.

8) Develop a plan to create a non-golf venue platform that can support activities such as weddings, group events, etc., to enable the community to activate this property for optimum usage and enjoyment.

Attachment "B"
Performance Expectations

1.01 Philosophy, Intent, and Expectations

It is the philosophy, intent, and expectation of the City to provide for its residents a quality golfing environment with course playing conditions and a customer service level commensurate with other quality golf courses in the area. The daily fees are to be comparable to those fees charged by other competing municipally owned golf courses for similar services and facilities.

Create an experience that is accessible to all levels of player ability, disability, or age. Increase facility usage for underrepresented groups (e.g., women, minorities).

The City fully expects the facilities to be operated within golf industry standards from both the management of the operations as well as the maintenance of the putting surfaces, tees, fairways, landscaping, overall turf quality and agronomy. These high standards can be met only through a professional operator that has adequate staffing, training, and experience to provide these services on behalf of the City. The Proposer will be required to procure all goods and services necessary for the operation of the facilities, and to develop plans for any needed facility improvements. Proposer will be expected to plan, implement, and fully fund improvements at the facility and will work with the City to plan and implement capital improvements.

The intent of this RFP process is to award a contract to lease and operate the City's municipal course. Under such lease, the lessee will be responsible for the day-to-day operation and management of the golf course; including, but not limited to, golf course maintenance, golf course operations, clubhouse operations, retail operations, concessions, special events, promotion/marketing, and facility improvements, and the rate structure which may be subject to City approval.

Under a lease, all operating and capital costs (including equipment costs) shall be the responsibility of the lessee. The City shall also have the right to implement and approve certain annual budgetary expenditures as well as any proposed capital improvement expenditures for the Club, including capital equipment prior to implementation by the lessee.

1.02 General Golf Course Requirements

A. Responsibilities, Policies, and Procedures

The successful Proposer shall:

1) Provide a level of service (customer service, maintenance standards, etc.) at least equal to or superior to the standards of comparable public access golf clubs in the region (**See Attachment F**).

2) The course shall be operated as a public facility.

3) Be responsible to develop and implement a robust and effective marketing promotion program that produces positive results in terms of growth of golf rounds purchased, cart rentals, restaurant, concession, event sales, pro shop sales, and instructional programs.

4) Employ state-of-the-art maintenance practices in an environmentally friendly manner.

5) Ensure that the golf course, restaurant, and concession operations shall be open on a daily basis, from dawn to dusk, with the exception of closures due to inclement weather conditions, or emergency course repairs.

6) Be responsible for maintenance and daily custodial cleaning of the clubhouse and maintenance facilities at quality standards, **see Attachment "G".**

7) Be responsible for regular pest control inspections and extermination in compliance will all Florida Department of Agriculture regulations concerning pesticide applications and nutrient management.

8) Be responsible for maintaining environmental air quality that meets the minimum health department requirements.

9) Smoking in any building is strictly prohibited, and the Proposer shall be required to adhere to and enforce this policy.

10) Repair and maintain items which include seeding, reseeding, and other general landscaping, tee box revisions and extensions, bunker reconstruction and restoration, and cart path repair, paving, and repaving all of which shall be the sole responsibility of the Proposer.

B. Operations and Programming

The successful Proposer shall:

1) Create and maintain a high-quality golfing experience for the public.

2) Implement customer service practices that shall enhance and maintain the satisfaction of patrons, including but not limited to, ideas to promote faster speeds of play. These practices shall be outlined in the proposal.

3) Not permit use of the golf course without reasonable charge for such use.

4) Develop and implement marketing and promotion programs that shall effectively improve the City's market share in the local/regional golf market and employ yield management strategies to encourage play during traditional slow play periods.

5) Provide high-quality golf instruction programs for players of all ages and abilities, including individual and group lesson opportunities with well qualified instructors.

6) Enhance leagues as a mechanism to promote increased activity and group experiences at the facility. In addition, the Proposer is expected to host other tournaments and outings.

7) Offer a convenient Internet and mobile application-based tee time reservation with customer service benefits comparable to systems offered within the local/regional market.

8) Be required to utilize a golf specific point-of-sale (POS) system that has the ability to maintain a database of customer information (e.g., zip codes, emails), electronic marketing, electronic tee sheet management, retail management, reporting, and accounting.

9) Provide competent and neatly attired employees in the following areas: golf pro shop, golf course maintenance, starters, rangers, food & beverage, and driving range.

10) Provide revenue diversification from non-traditional revenue streams, such as:
    - Lighted Driving Range
    - Golf Simulator Bays
    - Event Venues

11) Focus on sustainability in all aspects of golf and F&B operations, and course maintenance. Create "best practices" policies that will reduce energy and water consumption and keep the environment clean.

12) Incorporate technology by utilizing technology that improves the pace of play to improve the player experience.

13) Encourage partnerships with local schools, FSGA, or NCAA for tournaments.

14) Provide family-friendly programming to increase youth participation.

C. Operating Revenues and Expenses – Reporting and Audit

1) Submit monthly financial reports at a level of detail and in a format approved by the City. Within 30-days after the end of each operating

year, the Proposer is required to provide the City audited financial statements.

2) The Proposer shall establish and maintain cash handling and revenue control systems to ensure the accurate and complete deposit and recording of all revenues, in a form and manner acceptable to the City.

3) Provide all accounting procedures requested by the City.

D. Food and Beverage Operation

1) Offer a quality food & beverage operation, including an indoor and outdoor patio dining operation at the clubhouse and on the golf course.

2) Explain in detail its plans for operating these facilities, including proposed hours of operation and the types of food and beverages that will be sold. Provide a sample restaurant menu along with individual offerings, promotions, and specials, including without limitation, monthly calendar of events pertaining to food and beverage operations.

3) Provide a comprehensive policy covering the distribution and consumption of alcoholic beverages as part of this proposal.

E. Pro Shop

1) Operate and manage the pro shop that provides a quality shopping environment and experience for customers.

2) Explain in detail the pro shop operating plan, including proposed hours of operation and details of merchandise available for sale.

F. Capital Improvements

Prepare an annual assessment of business needs and develop plans, including implementation strategies, for necessary and desirable capital level improvements

to the golf course, training facility, clubhouse, pro shop, food and beverage facility, and maintenance facility to enhance the customer experience and increase revenue growth opportunities.

1) Proposer shall annually submit a proposed five-year plan for capital improvements. Any capital improvement, which may include building construction, cart path construction, and golf hole design changes shall be subject to City approval.

2) Be responsible for all planning, expenses, permits, contracting, etc. for capital improvement projects. Major renovation and improvement projects will be subject to City review and approval.

G. Golf Course and Clubhouse Security and Safety

Provide and maintain procedures and systems to ensure the security of the golf course and the clubhouse, including but not limited to a fire and burglar alarm system.

1) Provide a centrally monitored security system to protect Club assets.

2) Ensure player safety by properly marking/signage of areas on the course that may pose a potential risk hazard (e.g., poisonous snakes, alligators, non-potable water irrigation, etc.).

3) Routinely inspect public access areas from a customer safety perspective (e.g., trip hazards, electrical shock, lighting, etc.)

H. Compliance with Laws

Comply with all City, State, and Federal requirements to provide safe and accessible recreational opportunities for everyone, including persons with disabilities; in addition, the successful Proposer is encouraged to exceed accessibility requirements whenever possible and not simply provide the minimum level required. The successful Proposer shall also comply with all environmental laws in the operation and maintenance of the golf courses.

Attachment "C"
Lease Agreement Draft Terms and Conditions

The following illustrates the substantive terms and conditions regarding a potential lease of the Club pursuant to this RFP, all of which may be revised, changed, and otherwise modified hereafter by the City, in the City's sole discretion. All Proposers hereby acknowledge these terms and conditions as a base for continued negotiations and only a written lease agreement, executed with proper approval by the City, and delivered to the applicable tenant will bind the parties.

Initial Term:	10 years.
Renewal Term:	Four 5-year renewal options.
Commencement Date:	January 1, 2026
Minimum Annual Guaranteed Rent:	Proposer shall propose a minimum annual guaranteed rent amount that will be due annually and payable monthly to the City by the applicable tenant.
Percentage Rent:	Proposer shall propose a percentage rent structure based on monthly gross revenues of the Club to be paid to the City by the applicable tenant.
Expenses:	The Lease shall be a "triple net" lease, with the Rent to be paid being absolutely net to the City and with the applicable tenant paying all costs, expenses and obligations of every kind or nature whatsoever (whether capital or non-capital) relating to the Club, including all taxes related thereto, which may arise or accrue during the Term, except as expressly stated herein.
Security Deposit:	An amount equal to 3 months of the Minimum Annual Guarantee Rent.
Delivery Condition:	AS-IS, WHERE-IS BASIS.
Capital Improvement Plan:	Proposer shall submit a plan describing all capital improvements to be completed by Proposer.

Initial Capital Investment:	Proposer shall specify whether Proposer is willing to make an initial capital investment into the Club, including the amount and related payment schedule of said amount.
Annual Capital Investment:	Proposer shall specify a minimum amount to be invested by Proposer, on an annual basis, for the completion of certain capital improvements and other qualified items, which shall be in addition to the Initial Capital Investment stated above and other capital improvement requirements of the Lease.
Guarantor:	The City may require a personal and/or corporate guaranty from the applicable tenant.
Letter of Credit:	The City may require an irrevocable letter of credit or other security in the amount of the Initial Capital Investment or other amount as security for the completion of the initial capital improvements pursuant to the Capital Improvement Plan, which such letter or other security shall be returned and/or released to the applicable tenant within thirty (30) days after the completion of the capital improvements.
Asset Manager:	To ensure the responsible operation of the Golf Course and protection of the City's interests, the City reserves the right, upon written notice to Lessee, to designate a City representative or qualified third-party consultant (the "Asset Manager") to monitor, oversee, and evaluate Lessee's performance under the Lease. The Asset Manager shall have access to financial records, the premises, personnel, and all required reports, subject to reasonable notice and applicable confidentiality protections. If the City elects to implement an Asset Manager, Lessee shall pay to the City, or to the Asset Manager as directed by the City, a fee equal to two percent (2%) of gross revenue of the Club, calculated and paid on a monthly basis, concurrent with any other reports or payments due under the Lease. This fee shall be deemed an operating expense of the Club and shall not be deducted from gross revenue for purposes of determining any other amounts due to the City.
Residents:	Proposer shall design and implement a "resident" golf program, which provides residents of the City discounted golf and other benefits at the Club.

In furtherance of the foregoing stated in this Exhibit C, all Proposers acknowledge and agree to the following responsibilities of the applicable tenant under a lease with the City:

(1) Submitting a viable business plan along with a written request for documents and schedules to be prepared by City staff, and the dates by which such items are required.

(2) Formulating and implementing operating and maintenance programs, business plans, staff recruiting, and budgets.

(3) Supplying and maintaining/repairing all equipment used in operation of the golf facilities, including golf carts, maintenance vehicles and mowing equipment, and irrigation system etc.

(4) Developing a rolling 5-year master capital improvement plan for facility improvements, including implementation strategy, timing, and financing, if applicable, and a description of all proposed capital work and provide cost estimates for each distinct project. In addition, include a preliminary capital/design timetable that clearly outlines proposed improvements and the anticipated commencement and completion dates for these improvements (i.e., the expected duration of each improvement).

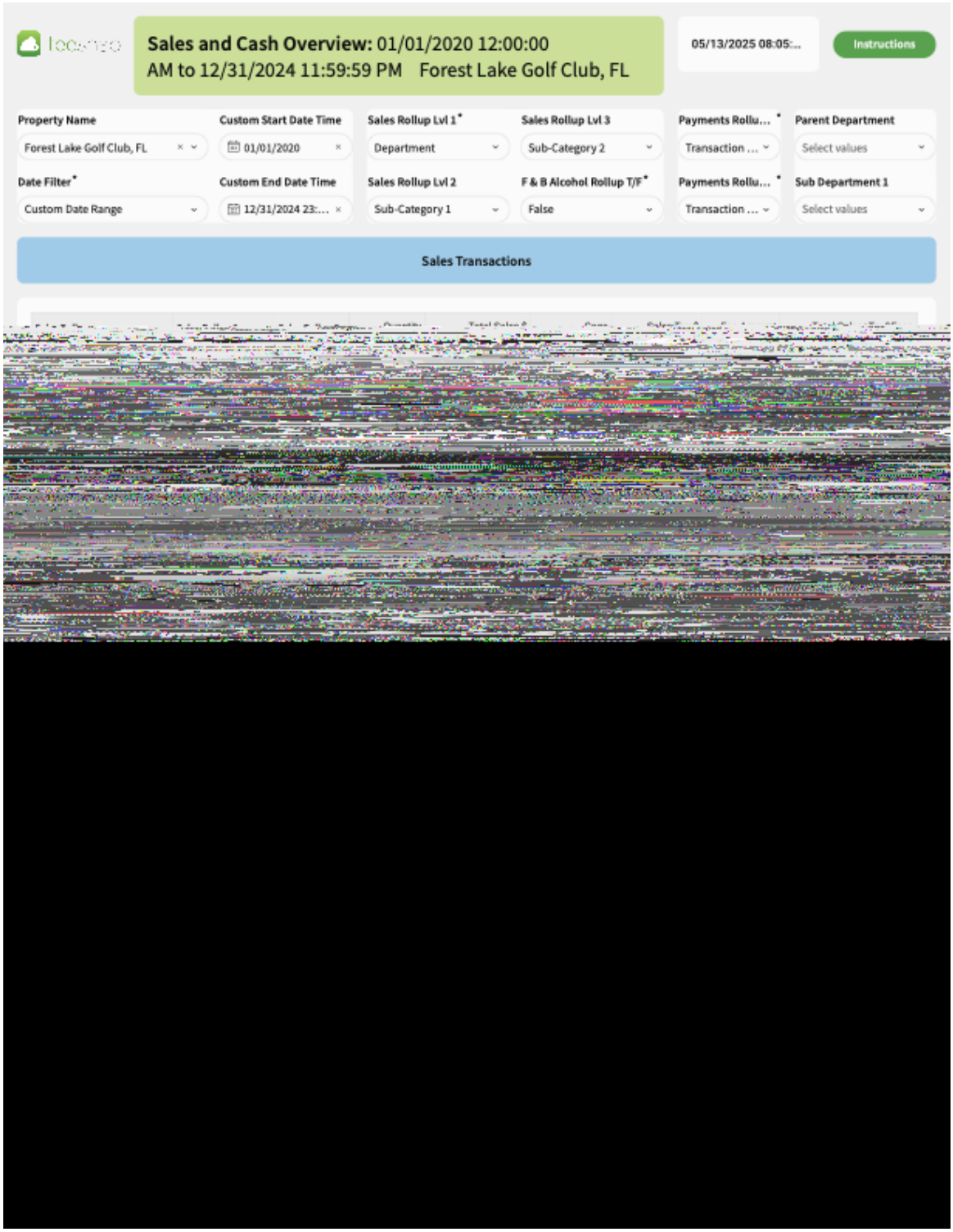
(5) The applicable tenant shall provide the City with written evidence, satisfactory to the City, in its sole discretion, demonstrating that said tenant has sufficient committed funds to perform its obligations under the Lease, including, without limitation, funding all required capital improvements and operating expenses. The City shall have the right to request updated proof of funds from the applicable tenant at any time during the Term upon reasonable notice.

The key goals of this process are to identify a lessee that will maximize financial performance, provide excellent value and affordable access for citizens, and enhance these valuable community assets. Please see **Attachment B** for general performance expectations.

The Forest Lake golf course is governed by a Florida Department of Environmental Protection Wastewater Permit. The golf course is within the Wekiwa and Rock Springs Basin Action Management Plan (BMAP), which will be implementing new guidelines and requirements related to nutrient loads and nutrient load reduction targets. We will provide more detail to those firms that are shortlisted.

(Remainder of page left blank intentionally.)

Attachment "D"
Operating Performance History 2020-2024



Attachment "E"
Current Green Fees Schedule

Winter Season Rates January 10 – April 20, 2025				
		FLGC Member	**Florida Resident**	**Non-Resident**
Monday – Thursday	Open – 10:22 am	$54	$65	$76
	After 10:30 am	$48	$58	$68
	After 1:30 pm	$39	$46	$57
	After 3:30 pm	$29	$33	$39
Friday	Open – 10:22 am	$54	$65	$76
	After 10:30 am	$48	$58	$68
	After 1:30 pm	$39	$46	$57
	After 3:30 pm	$29	$33	$39
Sat, Sun & Holidays	Open – 10:22 am	$60	$71	$88
	After 10:30 am	$50	$61	$74
	After 1:30 pm	$41	$49	$62
	After 3:30 pm	$30	$34	$39

Driving Range Balls	
Small Bucket	**Small Bucket Member**
$6.00	$5.00

Current Annual Membership Fees

New Member	Returning Member	Ocoee Resident
$150	$125	$15

Attachment "F"
Golf Course Maintenance Standards

The work includes maintenance of grass on greens (including putting greens and perimeter slopes), tees (including practice tees), approaches, collars, ditches, fairways, roughs, sand traps, driving range, lakes and maintenance of trees, shrubs and landscaping throughout the entire acres covered by this contract. Note: Where specific fertilizers, chemicals, seed, supplies, products, or techniques are specified below, similar items or techniques of equal or better effectiveness that are without additional cost to the City may be used if preapproved by the City's designated representative.

The maintenance practices included in this section are intended to be an overall outline for the agronomic, horticultural, and recurring service practices of successful Proposer's golf course maintenance operations. While the guidelines are detailed, they are intended to be only minimum rules of operation. The successful Proposer's primary responsibility is for ensuring the integrity of the golf course. Variances from the guidelines shall be necessary at times to allow for adjustments resulting in climatic conditions, pest infestations, golf course traffic, tournaments, and other unforeseen problems.

A. Mowing:

1) Greens shall be mowed every day the course is open for play at a height of cut that is acceptable to the City without causing undue stress to the turf. Typically, a cutting height between 5/32 inches to 1/4 inch shall be maintained unless adjustments for turf health. Greens should be maintained to achieve at least an 8-10 foot "stimpmeter" reading. The integrity of the original size of greens shall be maintained.

2) Tees shall be mowed three times per week. A mowing height of 1/4 inch to 1/2 inch shall be maintained. No more than 33 percent of the leaf surface shall be removed at anyone mowing. The integrity of the original size and design of tees shall be maintained.

3) Fairways, approaches, and collars shall be mowed three times per week during the active growing season and two times per week during the cooler

periods. A height of cut of 1/2 inch to 3/4 inch shall be maintained. There may be certain times during the summer when this frequency may increase due to changes in climatic conditions. The frequency of cut during the cooler periods may also be increased to three times per week when the fairways are overseeded. No more than 33 percent of the leaf blade shall be removed at anyone mowing. The integrity of the original size of fairways shall be maintained.

4) Tee and green slopes and roughs shall be mowed weekly during the active growing season and as needed the balance of the year. A height of cut of 1-1/4 inch to 1-1/2 inch shall be maintained.

5) Growth regulators shall be utilized in wet areas during the summer months when excessive rainfall is predicted to keep the turf in a manageable condition.

B. Aeration:

1) Greens shall be aerated as needed to provide the soil with the proper air, water, and soil ratio required for healthy putting surfaces. Two to three conventional core aerations (2 inches deep on 2-inch centers, minimally) coupled with one deep tine aeration during the summer months shall be performed annually. Spiking of all greens shall be performed between aerations to maintain proper water infiltration.

2) Tees shall be aerated two times, minimally, during the year with a conventional aerator to alleviate compaction and help control thatch.

3) Fairways/roughs shall be aerated one time, minimally, during the summer months to alleviate compaction. Also, supplemental aerations shall be done on the heavily compacted areas and may be accomplished with a deep-tine aerator.

C. Verticutting/Spiking:

1) Greens shall be vertically mowed during the active growing season to help promote quality putting surfaces. Typically, every two weeks during the

active growing season would be considered minimal. A deeper verticutting shall be accomplished following aerations in two to three directions to help promote the healing of the damage on the putting surfaces caused by aerations. Spiking of the greens shall be performed regularly.

2) Tees shall be vertically mowed in conjunction with the aeration services during the summer. The frequency of vertical mowing shall be adjusted accordingly should the playing areas become "spongy."

3) Fairways and roughs shall be vertically mowed or scalped, if necessary, in order to prevent matting and/or build-up of thatch in these areas.

D. Top Dressing:

1) Greens shall be top dressed in conjunction with the verticutting/spiking and aeration operations. This shall be accomplished with a soil mix or sand that is similar to the make-up of the existing soil profile.

2) Greens shall be top dressed every two weeks during the active growing season to help maintain a smooth putting surface. In addition to this, during the inter-seeding period, the greens shall be "dusted" with top dressing.

3) Tees shall be top-dressed two times during the summer in conjunction with the aeration operations. In addition, the divots shall be filled in on a weekly basis, minimally, to ensure an even playing surface.

4) Green sand shall be made available to all three facilities for top dressing of the practice range tee and to fill sand buckets on the golf carts.

E. Fertilization:

1) Greens shall be fertilized at a rate of 1.5 pounds of nitrogen per month with an analysis or ratio of N, P, and K determined by soil and tissue testing. Only "miniprill" and materials specifically used on putting surfaces shall be utilized. Minor nutrients shall be applied as a foliar application in addition to what is available in the granular fertilizer. Only fertilizer specifically formulated for putting greens shall be applied.

2) Tees shall be fertilized at a rate of one pound of nitrogen per month with a fertilizer analysis to be determined by soil testing. During overseeded months, the applications of fertilizer shall be adjusted as necessary to ensure that quality teeing areas are present.

3) Fairways, irrigated roughs, and slopes shall be fertilized with 6 to 8 pounds of nitrogen annually through either granular or liquid applications that shall be applied throughout the course of the year. Supplemental amounts of fertilizer shall be applied to weak and thin areas. Any additional amounts of N, P, and K shall be determined by soil tissue tests and adjusted accordingly.

4) Dolomite lime applications, in conjunction with aeration, shall be used as necessary to assist in keeping the pH at a desirable level.

F. Overseeding:

1) Greens shall be overseeded as needed each fall with an initial seeding rate of 18 pounds of seed per 1,000 square feet. Additional seed shall be added as necessary to ensure good germination and juvenile development. Standard industry guidelines shall be followed during this procedure. City is open to discussing best practice options on this topic.

2) Tees shall be overseeded each fall with a perennial ryegrass blend at a seeding rate of 15 pounds per 1,000 square feet on par 4 and par 5 and a 20-pound per 1,000 square feet seeding rate shall be utilized on par 3. Regular seeding and sanding of divots shall be performed throughout the overseeded months.

3) Fairways shall be overseeded and an option based on direct competition and financial benefit each fall with a perennial ryegrass blend at a seeding rate of 300 pounds per acre. Regular seeding and sanding of divots shall be performed throughout the overseeded months. City is open to discussing best practice options on this topic.

G. Bunker Maintenance:

1) Mechanical raking of the bunkers shall be performed five times per week. Bunkers shall be raked every day with the exception of Tuesday and Sunday, or as designated by the City contract manager. In addition to mechanical raking, the bunkers shall be spot hand raked during the days the bunkers are not mechanically raked. The integrity of the original size and design of each bunker shall be maintained.

2) Edging of the bunkers shall be performed monthly to ensure a manicured appearance at all times.

3) Mowing of the bunker faces shall be performed weekly throughout the growing season and as needed throughout the remainder of the year.

4) Additional sand shall be added as needed throughout the year to maintain an average depth of 4 inches in all parts of the bunkers.

5) To help ensure the bunkers drain properly, redirect water flow and/or incorporate french drain(s) in and around a bunker.

H. Equipment Maintenance:

The Proposer shall follow all manufacturers' guidelines in the maintenance and repair of equipment. All of the Proposer's equipment technicians shall be qualified and are encouraged to attend industry workshops and seminars to stay updated on the latest trends and repairs of equipment.

I. Irrigation:

1) The irrigation and treated wastewater system shall be repaired and maintained on a regular basis by qualified staff of the Proposer. These employees may be required to attend service seminars to keep updated on the latest irrigation development and trends in the industry.

J. Pest Management:

1) The goal is to have the City of Ocoee golf course as weed and insect free as possible and to prevent any damaging outbreaks of pests. The Proposer's approach to the control of damaging pests and weeds shall include curative and preventative types of control measures using the most appropriate products available.

2) The Proposer shall be responsible for the implementation of an integrated pest management (IPM) program for all playing areas of the courses including roughs via regular monitoring, problem and potential problem identification, preventative measures, diagnosis and treatment. All greens shall be inspected daily for the presence of damaging pests, insects, or fungus. All greens shall be treated as required to prevent or control fungus and insect activity and damage to the turf. All fairways shall be inspected weekly for the presence of damaging pests, insects, or fungus and treated appropriately to prevent turf damage.

K. Other Maintenance/Service:

The Proposer shall be responsible for properly moving the cups and tee markers and repairing ball marks every day the courses is open for play. In addition, all trash shall be removed, divot buckets shall be filled, and the ball washers checked for clean towel and soap solution daily. The ball washer soap shall be changed a minimum of once per week throughout the year.

L. Trash and Debris Removal:

During the course of the day, any trash or nonorganic debris on the golf courses shall be picked up. This shall be hauled to a legal disposal site and disposed of. Removal from the property, when necessary, shall be the responsibility of the Proposer.

M. Organic Materials and Tree Debris Removal:

During the course of the day, any tree debris or organic materials on the golf courses shall be picked up. This shall be hauled to a legal disposal site and disposed

of. Removal from the property, when necessary, shall be the responsibility of the Proposer.

N. Deep Rough/Natural Areas:

1) The Proposer shall maintain the natural areas within the boundaries of the play areas. These areas are to be kept free of fallen limbs, sucker growth, undesirable vegetation, trash, and weeds. Any removal of trees greater than 2 inches in caliper is not the responsibility of the Proposer unless the trees are leaning at more than a 45-degree angle.

2) The successful Proposer shall be responsible for pruning any plant material and clearing debris that obstructs the cart paths throughout the golf courses.

O. Cart Path Maintenance:

All golf cart paths shall be kept clean of cut grass and shall be edged monthly during the active growing season and as needed the balance of the year. Standing water problems on cart paths shall be promptly corrected by the successful Proposer. The Proposer shall repair or is responsible for repair to cart path breaks due to irrigation repairs.

P. Lakes and Ponds Maintenance:

All aquatic weed control is the responsibility of the Proposer. The successful Proposer's personnel shall remove litter and trash from the water bodies on a regular basis. All lakes and ponds shall be kept free of all unwanted aquatic plant life.

Q. Landscape Bed Maintenance:

The Proposer shall install and maintain flowering plants in select landscape beds throughout the golf course and around clubhouse and patio. This shall include weed control, watering, fertilization, and pest control. The Proposer shall work with the City in determining planting designs.

R. Buildings:

The Proposer shall maintain the landscape surrounding the maintenance buildings, halfway houses, and clubhouse buildings on the golf courses in a good, operable, and sanitary order. Any required repairs, replacement, rebuilding, and restoration would be brought to the attention of the City's designated representative immediately. All such repairs, replacements, rebuilding, and restoration shall be the responsibility of the Proposer.

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Attachment "G"
Building Maintenance Standards

1.01 Custodial Duties and Requirements

A. Daily:

1) Empty waste receptacles and replace plastic liners as needed. Refuse removal is the responsibility of the Proposer.

2) Clean and sanitize the interior and exterior surface of all trash containers.

3) Vacuum all areas of the building's interior carpet. Vacuum any floor mats and entry mats located at entry/exit doors. Spot clean areas as needed.

4) Dust mop all non-carpeted floors then damp mop afterwards.

5) Clean and sanitize drinking fountains and remove encrustations, watermarks, etc. Polish as needed, using appropriate metal cleaner/polish.

6) Remove cobwebs on walls, ceiling corners, or any other places.

7) Dust around cleared areas of furniture tops, desktops, vacant shelves, windowsills, ledges, chairs, benches, etc. without moving items located on these areas.

8) Vacuum all fabric upholstery on chairs. Spot clean as necessary.

9) Vacuum behind equipment using vacuum wand disturbing electrical cords and wires.

10) Pick up litter, trash, and debris at entryways, parking lots and grounds as needed.

11) At entryways, remove cobwebs, mud daubers, from doors, siding, ceiling as necessary.

12) Clean entry door surfaces, door glass, adjacent windows and frames, to include door handles, push plates, and kick plates.

13) Clean surface of area of patio tables and chairs.

14) In break rooms, clean sinks and counter tops, table and chair surfaces. Fill paper towel and soap dispensers.

15) In restrooms, clean mirrors, counter tops, sinks, and fixtures using germicidal solution.

16) Clean toilet seats, inside bowl, bowl rims, base (including hold-down bolts). Use of sanitary disposable gloves is mandatory. Gloves are to be changed for each restroom cleaning.

17) Spot clean ceramic tile/concrete walls, remove stains, heavy soil, graffiti, candy, gum, or any other foreign material. Clean stall partitions in like manner.

18) Mop bathrooms and locker rooms with germicidal solution. Spot clean baseboards. Clean and polish all stainless steel and chrome.

19) Report needed building repairs to building maintenance supervisor.

B. Weekly

1) Vacuum or dust blinds and window coverings.

2) Clean all washable non-fabric seating.

3) Clean interior and exterior glass surfaces.

4) Spot clean walls and partitions.

5) Heavy sweep all loose soil, rocks., debris etc. from patio areas, vestibules, building stairwells/steps, and entry ramps.

C. Monthly

1) Dust wall artwork, photographs, white boards, bulletin boards, plants.

2) Vacuum and clean HVAC supply, return vents and surrounding ceiling.

3) Machine scrub and apply sealer/finish to all VCT floors.

4) Remove floor finish, dirt, or other foreign matter from all baseboards.

5) Clean stair rails, landings, steps, and entry ramps.

6) Clean all exterior surfaces of lockers.

D. Quarterly

Clean ceiling and light diffusers/covers (only if diffusers and covers are removable without tools). Dust/wipe bulbs.

E. Semiannual

Hot water extraction and shampoo all carpeted areas

F. Additional Duties as Needed (but not limited to)

1) Paint and/or repair interior sheetrock.

2) Replace base covers.

3) Strip and wax har-surface floors.

4) Change lightbulbs in building and patio.

5) Minor plumbing repairs.

Attachment "H"
Capital Improvement Needs

The following is a limited, basic perspective on Capital Improvement needs

1.01 Course and Facilities:

1) Clubhouse:
    a. Does not have the capacity or layout to accommodate group events.
    b. Environmental analysis has identified numerous types of mold.
    c. Furnishings and equipment in many cases are old, outdated, and inefficient.
    d. Roof – Inspection recommended.
    e. Ensure ADA Compliance.

2) Playability/Turf:
    a. Greens - Multiple types of bermuda grass, replacing / regressing may be required.
    b. Tee Boxes – Multiple types of bermuda grass.
    c. Bunkers – Damaged edges and poor drainage.

3) Cart Paths:
    a. Ensure ADA compliance.
    b. Eliminate potential trip hazards and golf cart wheel damage.

4) Golf Carts:
    a. Lease Terms
    b. Replacement Schedule

5) Practice Facility:
    a. Drainage needs to be reviewed.
    b. Consider adding lights to increase revenue and attract younger golfers.
    c. Consider moving the tee box back and adding length to the back of the practice facility (will require minor re-positioning) to accommodate players who hit tee shots greater than 300 yards.
    d. Consider adding elevated artificial turf around pin targets to create a more realistic practice experience.

6) Parking:
    a. Asphalt Surface Condition – Resurfacing is needed.
    b. Inefficient Layout – Current parking space arrangement is inefficient and does not have capacity to accommodate non-golf functions/events.

1.02 Maintenance

1) Equipment Storage – Not in good condition.
2) Golf Cart Storage and Wash Pad – Dated and not efficient, does not perform to environmental standards.
3) Irrigation – The current system is approximately 32 years old; a cost/benefit analysis should be conducted to ensure adequate coverage and efficiency.
4) Mowed/Maintained Fairway and Tee Box Grass Areas – Evaluate current layout to determine if there are areas to eliminate turf grass to reduce water consumption and maintenance.

1.03 Stormwater Drainage and Ponds

1) Review Course Drainage – During periods of heavy rain, standing water/wet areas appear in many areas of the course.
2) Pond Detention Capacity – Ponds are not lined and do not retain water in an efficient manner.
3) RIBS Functionality/Condition – Located on approximately 10-12 acres, these areas support overflow of grey water. The RIBS current condition is unknown.

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Attachment "I"
Proposer's Questionnaire

The Proposer recognizes that in selecting a company/agent, the City of Ocoee shall rely, in part, on the answers provided in response to this questionnaire. Accordingly, Proposer warrants to the best of its knowledge that all responses are true, correct, and complete. The City of Ocoee reserves the right to contact each and every reference listed below and shall be free from any liability to Proposer for conducting such inquiry.

Company Profile

1. Number of Years in Business: _____

2. Number of Employees: _____ (company wide)
   Number of Employees: _____ (servicing location)

3. Annual Sales Volume: _____ (company wide)
   Number of Employees: _____ (servicing location)

4. State that you shall provide a copy of your company's audited financial statements for the past two (2) years.

5. Is your company currently for sale or involved in any transaction to expend or to become acquired by another business entity? If yes, please explain the impact both in organizational and directional terms.

6. Provide any details of all past or pending litigation or claims filed against your company that would negatively impact your company's performance under an agreement with the City of Ocoee.

7. Is your company currently in default on any loan agreement or financing agreement with any bank, financial institution, or other entity? If yes, specify date(s), details, circumstances, and prospects for resolution.

Attachment "J"
City of Ocoee Execution of Offer Form

Request for Proposal

THIS FORM IS TO BE COMPLETED, SIGNED AND RETURNED WITH YOUR PROPOSAL.

PROPOSER AGREES TO PERFORM ALL WORK AS SET FORTH IN THIS REQUEST FOR PROPOSAL, AND IN ACCORDANCE WITH THE TERMS AND CONDITIONS AT THE PRICES SUBMITTED.

If requested, the Proposer shall furnish bonding with the following company as surety:

Name of Surety Company: _____

Address: _____

_____

_____

Phone Number: _____

Insurance Agent: _____

Address: _____

_____

_____

Phone Number: _____

Contact Person: _____

THE PROPOSER IS HEREBY NOTIFIED THAT THIS DOCUMENT SHALL BE SIGNED IN INK IN ORDER FOR THE PROPOSAL TO BE ACCEPTED. BY SIGNING, THE PROPOSER CERTIFIES THAT HE/SHE SHALL COMPLY IN EVERY ASPECT WITH THE REQUEST FOR PROPOSAL, ADDENDUMS, PROPOSAL, ANY AND ALL EMAILS/LETTERS OF CLARIFICATION, BAFO, AND CONTRACT.

The proposal, if submitted by an individual, shall be signed by an individual; if submitted by a partnership, shall be signed by such member or members of the partnership as have authority to bind the partnership; if submitted by a corporation the same shall be signed by the President and attested by the Secretary or an Assistant Secretary. If not signed by the President as aforesaid, there must be attached a copy of that portion of the bylaws, or a copy of a Board resolution, duly certified by the Secretary, showing the authority of the person so signing on behalf of the corporation. In lieu thereof, the corporation may file such evidence with the administration, duly certified by the Secretary, together with a list of the names of those officers having authority to execute documents on behalf of the corporation, duly certified by the Secretary, which listing shall remain in full force and effect until such time as the administration is advised in writing to the contrary. In any case where a proposal is signed by an attorney in fact, the same must be accompanied by a copy of the appointing document, duly certified.

If an Individual:

NAME: _____

_____
Street and/or P.O. Box

_____ _____ _____ _____
City State Zip Code Fed ID or SSN

_____ _____
Signature Date

_____
Print Signature

WITNESS: _____
Signature

_____
Print Signature

If a Partnership:

NAME OF PARTNERSHIP: _____

_____
Street and/or P.O. Box

_____ _____ _____ _____
City State Zip Code Fed ID or SSN

BY: _____ _____
Signature Date

_____
Print Signature

TITLE: _____ WITNESS: _____
Signature

_____
Print Signature

If a Corporation:

NAME OF CORPORATION: _____

_____
Street and/or P.O. Box

_____ _____ _____ _____
City State Zip Code Fed ID or SSN

STATE OF INCORPORATION: _____

BY: _____ _____
Signature Date

_____
Print Signature

TITLE: _____ WITNESS: _____
Secretary's Signature

_____
Print Signature

Remittance Address (if different than above):

Street and/or P.O. Box

City State Zip Code

NOTE: Firms must use their **full legal** name. Generally, a corporation's name must end with a suffix indicating the corporate status of that business (i.e., Inc., Co., Corp., etc.). Individuals or corporations may indicate trade names with the individual or corporate name followed by "t/a" (trading as) or "d/b/a" (doing business as), respectively. Failure to use your **full legal** name may be cause for rejection of the proposal.

Contact for Administration

NAME: _____

TELEPHONE: _____

EMAIL: _____

Payment Remittance Address

Street and/or P.O. Box

City State Zip Code

(Remainder of page left blank intentionally.)

Attachment "K"
Acknowledgement of Addenda

1. ACKNOWLEDGMENT OF ADDENDA:

Respondent acknowledges receipt of the following addenda:

No._____ Dated _____
No._____ Dated _____
No._____ Dated _____
No._____ Dated _____

(Remainder of page left blank intentionally.)



Attachment "L"

RFP #25-006 Conflict of Interest Disclosure Form

The award of this contract is subject to the provisions of Chapter 112, Florida Statutes, and all applicable federal, state, and local laws. All Bidders must disclose within their bid: the name of any City of Ocoee employee, Mayor or City Commissioner, other City Official, or City Consultants, who owns assets or capital stock, directly or indirectly, in the Bidder's firm or any of its branches, or would directly or indirectly benefit by the profits or emoluments of this Bid. (Indirect ownership or benefit applies to any members of his or her immediate family.) Bidder certifies that no member of the entity's ownership or management is presently applying for an employee position or actively seeking an elected position with the City. In the event that a conflict of interest is identified in the provision of services, Bidder agrees to immediately notify the City in writing.

The purpose of this disclosure form is to give the City the information needed to identify potential conflicts of interest for the City Commission, Staff, and other key City employees and consultants involved in the award and administration of this contract.

According to Chapter 112, Florida Statutes, the term "conflict of interest" "means a situation in which regard for a private interest tends to lead to disregard of a public duty or interest", and refers to situations in which financial or other personal considerations may adversely affect, or have the appearance of adversely affecting, an employee's professional judgment in exercising any City duty or responsibility in administration, management, instruction, research, or other professional activities.

Please check one of the following statements and attach additional documentation if necessary:

____ To the best of our knowledge, the undersigned firm has no potential conflict of interest for this RFP.

____ The undersigned firm, by attachment to this form, submits information which may be a potential conflict of interest for this RFP.

Acknowledged by:

_____

Firm Name

_____

Signature

_____

Name and Title (Print or Type)

_____

Date

Attachment "M"
Non-Collusion Affidavit

_____, being first duly sworn deposes and says:

1. He/She is the _____
(Owner, Partner, Office, Representative or Agent)

of _____, the Bidder that has submitted the attached Bid;

2. He/She is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

3. Such Bid is genuine and is not a collusive or sham Bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affidavit, have in any way, colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted; or to refrains from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any Bidder, firm, or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit, or cost elements of the Bid price or the Bid price in any other Bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Contract;

5. The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Bidder or any other of its agents, representatives, owners, employees or parties in interest, including this affidavit.

By: _____
Title: _____

STATE OF_____
COUNTY OF_____

Sworn to and subscribed before me by means of ☐ physical presence or ☐ online notarization, this ____ day of _____, 202___, by _____ who ☐ is personally known to me or ☐ has presented _____ as identification.

_____
Notary Public
My Commission Expires: _____

Attachment "N" Drug-Free Workplace Certification

The undersigned Bidder, in accordance with Florida Statute 287.087, hereby certifies that it has a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

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, and 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 pleas 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 is 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.

Bidder: _____

Signature _____

By: _____
(Print or Type Name)

Title: _____

Date: _____

Attachment "O"
Sworn Statement under Section 287.133(3)(A), Florida Statutes, on Public Entity Crimes

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to City of Ocoee, Florida by_____by

_____.
(Print individual's Name & Title)

whose business address is _____

_____

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material representation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

   a. A predecessor or successor of a person convicted of a public entity crime: or

   b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a *prima facie* case

that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement I have marked below is true in relation to the entity submitting this sworn statement. (please indicate which statement applies).

_____ Neither the entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of this entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of this entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding concerning the conviction before a Hearing Officer of the State of Florida, Division of Administrative Hearings. The final order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Please attach a copy of the final order.)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH _____. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

_____

(Signature)

Date: _____

_____

Name of Bidder (Contractor)

STATE OF _____

COUNTY OF _____

Sworn to (or affirmed) and subscribed before me by means of ☐ physical presence or ☐ online notarization, this ____ day of _____, 20 , by _____ in the state of _____ County of _____.

Notary Public _____

My Commission Expires: _____

Attachment "P"
Certification of Non-Segregated Facilities

Bidder certifies that he/she does not maintain or provide for its employees any segregated facilities at any of its establishments, and that employees are not permitted to perform their services at any location, under this control, where segregated facilities are maintained. Bidder certifies further that it will not maintain or provide for employees any segregated facilities at any of its establishments, and that Bidder will not permit its employees to perform their services at any location under Bidder's control where segregated facilities are maintained. Bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this Bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage and dressing areas, parking lots, drinking fountains, recreation or entertainment area, transportation, and housing facilities provided for employees on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. Bidder agrees that (except where Bidder has obtained identical certification from proposed subcontractors for specific time periods) Bidder will obtain identical certifications from proposed subcontractors, if any, prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that Bidder will retain such certifications in its files.

The nondiscriminatory guidelines as promulgated in Section 202, Executive Order 11246, and as amended by Executive Order 11375 and as amended, relative to Equal Opportunity for all persons and implementations of rules and regulations prescribed by the United States Secretary of Labor are incorporated herein.

The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

Date _____, 20___.

By: _____

_____
(Title)

Official Address (including Zip Code):

_____

_____

Attachment "Q"
Certification Regarding Scrutinized Companies' Lists

Bidder certifies that the company is not participating in a boycott of Israel. Bidder certifies that Bidder is not on the Scrutinized Companies that Boycott Israel List, not on the Scrutinized Companies with Activities in Sudan List, not on the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List, and is not engaged in business operations in Cuba or Syria, as those terms are used and defined in sections 287.135 and 215.473 of the Florida Statutes. In the event that Bidder is unable to provide such certification but still seeks to be considered for award of this solicitation, Bidder shall, on a separate piece of paper, clearly state that it is on one or both of the Scrutinized Companies lists and shall furnish together with its proposal a duly executed written explanation of the facts supporting any exception to the requirement for certification that it claims under Section 287.135 of the Florida Statutes. Bidder agrees to cooperate fully with the City in any investigation undertaken by the City to determine whether the claimed exception would be applicable. City shall have the right to terminate any contract resulting from this solicitation for default if Bidder is found to have submitted a false certification, or to have been placed on the Scrutinized Companies that Boycott Israel List, or to have been placed on the Scrutinized Companies for Activities in Sudan List, or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria.

Bidder: _____

By:_____
(Authorized Signature)

Printed Name and Title:_____

Date:_____

Attachment "R"
Human Trafficking Affidavit

The undersigned, on behalf of Contractor, hereby attests as follows:

1. Contractor understands and affirms that Section 787.06(13), Florida Statutes, prohibits the City of Ocoee from executing, renewing, or extending a contract to entities that use coercion for labor or services.
2. Contractor hereby attests, under penalty of perjury, that Contractor does not use coercion for labor or services as defined in Section 787.06(2), Florida Statutes.

I, the undersigned, am an officer or representative of the non-governmental entity named below, and hereby represent that I: make the above attestation based upon personal knowledge; am over the age of 18 years and otherwise competent to make the above attestation; and am authorized to legally bind, and make the above attestation on behalf of, the Contractor. Under penalties of perjury, I declare that I have read the forgoing document and that the facts stated in it are true.

By: _____
Print Name: _____
Print Title: _____
Company Name: _____

STATE OF _____
COUNTY OF _____

The foregoing instrument was sworn to and subscribed before me by means of ☐ physical presence or ☐ online notarization, this _____ day of _____, 202____, by _____, as _____ of _____, who is ☐ personally known to me or ☐ produced _____ as identification.

_____
Notary Public Signature

(Seal)

Print Notary Name: _____
My Commission Expires: _____

Attachment “S” Company Not an Entity of Foreign Country of Concern

In accordance with Florida Statute 287.138 and for purposes of this affidavit, "foreign country of concern" means the People's Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People's Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolas Maduro, or the Syrian Arab Republic, including any agency of or any other entity of significant control of such foreign country of concern.

The undersigned, on behalf of the entity listed below hereby attests under penalty of perjury as follows:

1. I am an officer or representative of _____ (hereinafter “Entity”), and I am authorized to provide this affidavit on its behalf.
2. Entity is not owned by the government of a foreign country of concern.
3. No government of a foreign country of concern has a controlling interest in Entity.
4. Entity is not organized under the laws of or has its principal place of business in a foreign country of concern.
5. If, at any time in the future, Entity does become owned by a foreign country of concern, if a foreign country of concern acquires a controlling interest in Entity, or Entity becomes organized under the laws of or relocated to a foreign country of concern, Entity will immediately notify the City of Ocoee and no contracts may be executed, renewed, or extended between the parties.
6. I have read the foregoing affidavit and confirm that the facts stated in it are true, and are made for the benefit of, and reliance by the City of Ocoee.

Authorized Signature: _____

Printed Name: _____

Title: _____

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged □ by physical means / □ by electronic means before me this _____ day of _____ 20__, by _____, who □ is personally known to me / □ presented _____ as identification and who □ did / □ did not take an oath.

Notary Public, Commission Seal: _____

Print Name: _____

Attachment "T"
Contractor E-Verify Affidavit

I hereby certify that _____ [insert contractor company name] does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

A true and correct copy of _____ [insert contractor company name] **proof of registration in the E-Verify system is attached to this Affidavit.**

_____

Print Name: _____

Date: _____

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐physical presence or ☐online notarization, this _____(date) by _____ (name of officer or agent, title of officer or agent) of _____ (name of contractor company acknowledging), a _____ (state or place of incorporation) corporation, on behalf of the corporation. He/she is personally known to me or has produced _____ (type of identification) as identification.

_____

[Notary Seal] Notary Public

_____

Name typed, printed or stamped

My Commission Expires: _____

Mayor
Rusty Johnson

City Manager
Craig Shadrix



Commissioners
Scott R. Kennedy, District 1
Rosemary Wilsen, District 2
Richard Firstner, District 3
George Oliver III, District 4

June 5, 2025

ADDENDUM NO. ONE (1)
CITY OF OCOEE
RFP #25-006
LEASE AND OPERATION OF THE FOREST LAKE GOLF CLUB

This addendum shall modify and become a part of the original RFP Documents for RFP #25-006. This addendum consists of two (2) pages. Respondents should acknowledge receipt of this addendum in the space provided on Page 79 of the RFP. Failure to do so may subject the Respondent to disqualification.
The RFP due date remains the same.

Amendments to the RFP documents are as follows:

The Mandatory Pre-Proposal Conference address has been amended. The corrected address is Forest Lake Golf Club, 10521 Clarcona-Ocoee Road, Apopka, FL 32703.

Section 1.08 of the RFP, Legal Advertisement has been amended to reflect this corrected address.

Request for Proposals, Legal Advertisement
The City of Ocoee, Florida (the "City") is soliciting sealed proposals for **RFP #25-006 LEASE AND OPERATION OF THE FOREST LAKE GOLF CLUB**. Proposals will only be accepted electronically through Bonfire, a free e-Procurement platform, **until 2:00 p.m., local time, on August 5, 2025**. Proposals received after that time or through any other method will not be accepted under any circumstances. Proposals that have been timely received will be publicly opened virtually online and the name of the responding firms read aloud at that time; instructions will be provided at https://www.ocoee.org/959/Public-Bid-Openings. **A MANDATORY PRE-PROPOSAL CONFERENCE and site visit will be held at 2:00 p.m. local time on June 16, 2025, at the Forest Lake Golf Club, 10521 Clarcona-Ocoee Road, Apopka, FL 32703. Prospective Respondents must attend this Mandatory Pre-Proposal**

Conference to be considered for selection. The purpose of this conference is for access to tour the golf course and facilities and review the RFP packet. Additionally, City representatives will be available to answer questions at this meeting regarding the project. All questions regarding this RFP shall be in writing and directed to Olena Stokych, Purchasing Analyst, ostokych@ocoee.org with a copy to Joyce Tolbert, NIGP-CPP, CPPB, Procurement Manager jtolbert@ocoee.org, or through the Bonfire platform. Prospective respondents may secure a copy of the documents required for submitting a proposal at no charge through Bonfire by accessing the City's published solicitation page at https://ocoee.bonfirehub.com. For more information, please visit https://www.ocoee.org/323/Purchasing. Prospective respondents will be provided with all information regarding this RFP, addenda, and changes to the project requirements through the Bonfire platform. Melanie Sibbitt, City Clerk, Orlando Sentinel, June 1, 2025.

Olena Stokych

Olena Stokych
Purchasing Analyst

Mayor
Rusty Johnson

City Manager
Craig Shadrix

Commissioners
Scott R. Kennedy, District 1
Rosemary Wilsen, District 2
Richard Firstner, District 3
George Oliver III, District 4

June 20, 2025

ADDENDUM NO. TWO (2)
CITY OF OCOEE
RFP #25-006
LEASE AND OPERATION OF THE FOREST LAKE GOLF CLUB

This addendum shall modify and become a part of the original RFP Documents for RFP #25-006. This addendum consists of three (3) pages. Respondents should acknowledge receipt of this addendum in the space provided on Page 79 of the RFP. Failure to do so may subject the Respondent to disqualification.
The RFP due date remains the same.

Answers to questions received and/or amendments to the RFP documents are as follows:

QUESTIONS & ANSWERS

Q1. In order for me to prepare for the proposal, could you please provide me with the detailed historical financial performances at your earliest convenience?

A1. In attachment D of the RFP, the City provided a cumulative roll up financial recap for the 5 years from 2020-2024. This report was generated from the Tee Snap software platform and is the only financial information available. We are now providing all proposers the attached financial recap for each individual year of Tee Snap reports from 2020 – 2024 for your review. There is no additional financial information available.

Q2. I would like to visit the property along with my colleagues during this upcoming weekend. Specifically I would like to visit the property on June 21 and 22 if possible.

A2. Each proposer is encouraged to visit the site and play the golf course. We had one guided tour on June 16th at the mandatory pre-proposal meeting. We will not be providing any additional individual guided tours.

AMENDMENTS

Section 4.01 of the RFP, Selection Criteria, has been replaced in its entirety to revise the following language underlined below:

Proposer is advised that the City intends to select the Proposer that the City determines is the most responsive and responsible and will provide the City with the highest quality management, efficient services, and highest revenue based on the criteria set out below.

Upon receipt of the proposals, the Evaluation Committee comprised of City staff, the City's Owner's Representative and their professional consultants will review the proposals and provide a report to the City Commission that will determine the best proposal(s) deemed most qualified.

The evaluation team will rely on the information contained and presented in the proposals and the reference checks made. Selection criteria will be based on the following:

Evaluation Criteria (100-Point Potential Score)

The Evaluation Committee members will independently evaluate the proposals based on the following criteria and associated point values:

A.	Proposed Operations and Business Plan	20
B.	Operating Experience	15
C.	Compensation (Rent Offer)	20
D.	Financial Capability/Reporting and Accountability	15
E.	Capital Improvement Plan	30

Based on the City's evaluation of the proposals, an ordinal ranking will be developed which indicates the committee's collective ranking of the highest ranked proposals.

The City intends to award a single contract to one (1) firm deemed to be the most highly qualified to perform the required services. In determining whether a firm is qualified, the City shall consider the Evaluation Criteria set forth in this RFP. Proposals will be reviewed by the Evaluation Committee appointed by the City Manager and will be ranked in accordance with the established evaluation criteria. Date, time, and location of any

scheduled Evaluation Committee meeting(s) for this RFP will be noticed publicly and on Bonfire. The Evaluation Committee shall supply a ranked list of the proposing firms and a recommendation regarding which firm should be awarded the contract by the City Commission. The City Commission's decision to endorse or modify the ranking by the Evaluation Committee shall be final. Please be aware that all City Commission meetings are duly noticed public meetings and that all documents submitted to the City as a part of a proposal, excluding exempt financial statements, constitute public records under Florida law.

Upon review of the proposals, the City will score the proposals and will shortlist and interview the highest-ranking Proposer(s). Upon completion of the interviews, the highest-ranking Proposer will then be asked to enter into contract negotiations with the City. If an agreement cannot be reached with the highest ranked Proposer, the City will move to the next highest ranked Proposer. The same process will be repeated with the other ranked Proposers if no such agreement can be reached. The City reserves the right to not select a Proposer as part of this process if an agreement cannot be reached with the interviewed Proposer.

The City reserves the right to accept or reject any or all responses, to waive formalities, technicalities or irregularities, to request clarification of information submitted in any response, or to re-advertise for new proposals. The City may accept any item or group of items of any response, unless the Respondent qualifies its response by specific limitations. The City may accept one or more responses if, in the City's discretion, the City determines that it is in the City's best interest to do so.

The City reserves the right to award the contract to the Respondent which, in the City's sole discretion, is the most responsive and responsible Respondent. The City reserves the right, as an aid in determining which proposal is responsible, to require a Respondent to submit such additional evidence of Respondent's qualifications as the City may deem necessary, and may consider any evidence available to the City of the financial, technical, and other qualifications and abilities of a Respondent, including past performance and experience with the City and others. The City shall be the final authority in the selection of any and all responses.

Olena Stokych

Olena Stokych
Purchasing Analyst
Attachment: Tee Snap reports for individual years 2020-2024

teesnap

Sales and Cash Overview: 01/01/2020 12:00:00 AM to 12/31/2020 11:59:59 PM Forest Lake Golf Club, FL

05/13/2025 08:05:...

Instructions

Property Name	Custom Start Date Time	Sales Rollup Lvl 1*	Sales Rollup Lvl 3	Payments Rollu... *	Parent Department
Forest Lake Golf Club, FL	01/01/2020	Department	Sub-Category 2	Transaction ...	Select values
Date Filter*	**Custom End Date Time**	**Sales Rollup Lvl 2**	**F & B Alcohol Rollup T/F***	**Payments Rollu... ***	**Sub Department 1**
Custom Date Range	12/31/2020 23:...	Sub-Category 1	False	Transaction ...	Select values

Sales Transactions

Sales Rollup	Sales Rollup 2	Sales Rollup 3	Quantity	Total Sales $	Cogs	Sales Tax $	Fee Amount	Total Sales+Tax&Fees
Proshop			164,731	$2,328,470.04	$76,004.33	$151,419.30	$0.00	$2,479,889.34
Restaurant			97,460	$368,972.03	$76,015.01	$23,820.11	$0.00	$392,792.14
Grand total			262,191	$2,697,442.07	$152,019.34	$175,239.41	$0.00	$2,872,681.48

Payment Transactions

Total Amount		Payment Method								
Payments Rollup	**Payments R...**	Accounts Receivable	Cash	Check	Club Credit	Credit Card	Gift Card	Old Gift Cards	Rain Check	**Grand total**
Sales & Tax Revenue		$66,551.13	$492,895....	$5,873.89	$4,257.68	$2,273,609...	$10,356.30	$11.72	$19,125.95	$2,872,681.48
Tips Collected		$72.36				$47,577.06				$47,649.42
Gift Card Purchases			$1,245.00			$12,864.89				$14,109.89
Pay Out			($1,592.20)							($1,592.20)
Club Credit Adjustments					($2,211.18)					($2,211.18)
Tip Out			($47,663....							($47,663.94)
AR Transfers & Adj		($83,721.94)								($83,721.94)
Grand total		($17,098.45)	$444,884....	$5,873.89	$2,046.50	$2,334,051...	$10,356.30	$11.72	$19,125.95	$2,799,251.53

Tax & Fee Breakdown

Tax Name	Tax %	Refund Y..	Tax Amount	Exempt ...
Sales Tax	6.50%	N	$175,769.48	$16.76
Sales Tax	6.50%	Y	($530.07)	$0.00

SUMMARY

2 rows – 7 columns

$175,239.41
Total Tax Amount

$16.76
Total Exempt Tax

Cash Flow

Cash Flow Transactions (...	Total Amount
Sales & Tax Revenue	$2,872,681.48
Gift Card Purchases	$14,109.89
Other Transactions	($87,539.84)
Grand total	$2,799,251.53

Cash Over/Short Variance

Expected Cash	$444,884.38
User Out Cash Amount	$433,083.85
Over/Short in Cash	($11,800.53)
Expected Checks	$5,873.89
User Out Check Amount	$5,690.18
Over/Short in Check	($183.71)
Total Over/Short	($11,984.24)

Sales and Cash Overview: 01/01/2021 12:00:00 AM to 12/31/2021 11:59:59 PM Forest Lake Golf Club, FL

05/13/2025 08:05:...

Instructions

Property Name	Custom Start Date Time	Sales Rollup Lvl 1*	Sales Rollup Lvl 3	Payments Rollu... *	Parent Department
Forest Lake Golf Club, FL	01/01/2021	Department	Sub-Category 2	Transaction ...	Select values
Date Filter*	**Custom End Date Time**	**Sales Rollup Lvl 2**	**F & B Alcohol Rollup T/F***	**Payments Rollu... ***	**Sub Department 1**
Custom Date Range	12/31/2021 23:...	Sub-Category 1	False	Transaction ...	Select values

Sales Transactions

Sales Rollup	Sales Rollup 2	Sales Rollup 3	Quantity	Total Sales $	Cogs	Sales Tax $	Fee Amount	Total Sales+Tax&Fees
Proshop			182,668	$2,612,981.15	$93,021.00	$169,719.30	$0.00	$2,782,700.45
Restaurant			110,907	$446,378.86	$93,503.58	$28,663.18	$0.00	$475,042.04
Grand total			293,575	$3,059,360.01	$186,524.58	$198,382.48	$0.00	$3,257,742.49

Payment Transactions

Total Amount		Payment Method							
Payments Rollup	**Payments R...**	Accounts Receivable	Cash	Check	Club Credit	Credit Card	Gift Card	Rain Check	**Grand total**
Sales & Tax Revenue		$46,330.93	$494,082....	$9,310.22	$997.75	$2,677,769...	$10,934.60	$18,317.62	$3,257,742.49
Tips Collected		$16.00				$65,659.58			$65,675.58
Gift Card Purchases			$415.00			$13,456.46			$13,871.46
AR Payments						$320.00			$320.00
Club Credit Payments						$50.00			$50.00
Club Credit Adjustments					($1,231.97)				($1,231.97)
Pay Out			($1,861.63)						($1,861.63)
AR Transfers & Adj		($38,122.38)							($38,122.38)
Tip Out			($65,661....						($65,661.84)
Grand total		$8,224.55	$426,973....	$9,310.22	($234.22)	$2,757,255...	$10,934.60	$18,317.62	$3,230,781.71

Tax & Fee Breakdown

Tax Name	Tax %	Refund Y..	Tax Amount	Exempt ...
Sales Tax	6.50%	N	$199,268.80	$0.00
Sales Tax	6.50%	Y	($886.32)	$0.00

SUMMARY

2 rows – 7 columns

$198,382.48 Total Tax Amount

$0.00 Total Exempt Tax

Cash Flow

Cash Flow Transactions (...	Total Amount
Sales & Tax Revenue	$3,257,742.49
Gift Card Purchases	$13,871.46
Other Transactions	($40,832.24)
Grand total	$3,230,781.71

Cash Over/Short Variance

Expected Cash	$426,973.88
User Out Cash Amount	$396,938.63
Over/Short in Cash	($30,035.25)
Expected Checks	$9,310.22
User Out Check Amount	$8,753.40
Over/Short in Check	($556.82)
Total Over/Short	($30,592.07)

Sales and Cash Overview: 01/01/2022 12:00:00 AM to 12/31/2022 11:59:59 PM Forest Lake Golf Club, FL

05/13/2025 08:05:...

Instructions

Property Name	Custom Start Date Time	Sales Rollup Lvl 1*	Sales Rollup Lvl 3	Payments Rollu...*	Parent Department
Forest Lake Golf Club, FL	01/01/2022	Department	Sub-Category 2	Transaction ...	Select values
Date Filter*	**Custom End Date Time**	**Sales Rollup Lvl 2**	**F & B Alcohol Rollup T/F***	**Payments Rollu...***	**Sub Department 1**
Custom Date Range	12/31/2022 23:...	Sub-Category 1	False	Transaction ...	Select values

Sales Transactions

Sales Rollup	Sales Rollup 2	Sales Rollup 3	Quantity	Total Sales $	Cogs	Sales Tax $	Fee Amount	Total Sales+Tax&Fees
Proshop			197,359	$2,976,543.06	$103,549.25	$193,080.16	$0.00	$3,169,623.22
Restaurant			124,196	$502,007.66	$107,446.25	$32,258.66	$0.00	$534,266.32
Grand total			321,555	$3,478,550.72	$210,995.50	$225,338.82	$0.00	$3,703,889.54

Payment Transactions

Total Amount		Payment Method							
Payments Rollup	**Payments R...**	Accounts Receivable	Cash	Check	Club Credit	Credit Card	Gift Card	Rain Check	**Grand total**
Sales & Tax Revenue		$87,822.53	$524,710....	$6,088.07	$1,198.83	$3,055,569...	$9,092.06	$19,407.69	$3,703,889.54
Tips Collected						$77,822.36			$77,822.36
Gift Card Purchases			$1,404.57			$11,484.20			$12,888.77
AR Payments						$3,054.00			$3,054.00
Club Credit Adjustments					($1,340.00)				($1,340.00)
Pay Out			($2,811.27)						($2,811.27)
Tip Out			($77,827....						($77,827.48)
AR Transfers & Adj		($98,648.22)							($98,648.22)
Grand total		($10,825.69)	$445,476....	$6,088.07	($141.17)	$3,147,930...	$9,092.06	$19,407.69	$3,617,027.70

Tax & Fee Breakdown

Tax Name	Tax %	Refund Y..	Tax Amount	Exempt ...
Sales Tax	6.50%	N	$226,283.47	$140.14
Sales Tax	6.50%	Y	($944.65)	$0.00

SUMMARY

2 rows – 7 columns

$225,338.82
Total Tax Amount

$140.14
Total Exempt Tax

Cash Flow

Cash Flow Transactions (...	Total Amount
Sales & Tax Revenue	$3,703,889.54
Gift Card Purchases	$12,888.77
Other Transactions	($99,750.61)
Grand total	$3,617,027.70

Cash Over/Short Variance

Expected Cash	$445,476.40
User Out Cash Amount	$441,052.57
Over/Short in Cash	($4,423.83)
Expected Checks	$6,088.07
User Out Check Amount	$6,028.14
Over/Short in Check	($59.93)
Total Over/Short	($4,483.76)

teesnap

Sales and Cash Overview: 01/01/2023 12:00:00 AM to 12/31/2023 11:59:59 PM Forest Lake Golf Club, FL

05/13/2025 08:05:...

Instructions

Property Name	Custom Start Date Time	Sales Rollup Lvl 1*	Sales Rollup Lvl 3	Payments Rollu... *	Parent Department
Forest Lake Golf Club, FL	01/01/2023	Department	Sub-Category 2	Transaction ...	Select values
Date Filter*	**Custom End Date Time**	**Sales Rollup Lvl 2**	**F & B Alcohol Rollup T/F***	**Payments Rollu... ***	**Sub Department 1**
Custom Date Range	12/31/2023 23:...	Sub-Category 1	False	Transaction ...	Select values

Sales Transactions

Sales Rollup	Sales Rollup 2	Sales Rollup 3	Quantity	Total Sales $	Cogs	Sales Tax $	Fee Amount	Total Sales+Tax&Fees
Proshop			200,710	$3,209,788.68	$111,185.27	$207,980.34	$0.00	$3,417,769.02
Restaurant			132,688	$551,439.48	$129,762.95	$35,469.19	$0.00	$586,908.67
Grand total			333,398	$3,761,228.16	$240,948.22	$243,449.53	$0.00	$4,004,677.69

Payment Transactions

Total Amount		Payment Method							
Payments Rollup	**Payments R...**	Accounts Receivable	Cash	Check	Club Credit	Credit Card	Gift Card	Rain Check	**Grand total**
Sales & Tax Revenue		$94,294.87	$511,412....	$3,390.92	$2,238.91	$3,358,407...	$11,569.17	$23,363.69	$4,004,677.69
Tips Collected						$89,849.68			$89,849.68
Gift Card Purchases			$750.00			$11,474.60			$12,224.60
Club Credit Payments						$937.20			$937.20
Club Credit Adjustments					($1,430.00)				($1,430.00)
AR Transfers & Adj		($3,907.86)							($3,907.86)
Pay Out			($4,763.79)						($4,763.79)
Tip Out			($89,826....						($89,826.73)
Grand total		$90,387.01	$417,572....	$3,390.92	$808.91	$3,460,668...	$11,569.17	$23,363.69	$4,007,760.79

Tax & Fee Breakdown

Tax Name	Tax %	Refund Y..	Tax Amount	Exempt ...
Sales Tax	6.50%	N	$244,192.69	$337.40
Sales Tax	6.50%	Y	($743.16)	$0.00

SUMMARY

2 rows – 7 columns

$243,449.53 Total Tax Amount

$337.40 Total Exempt Tax

Cash Flow

Cash Flow Transactions (...	Total Amount
Sales & Tax Revenue	$4,004,677.69
Gift Card Purchases	$12,224.60
Other Transactions	($9,141.50)
Grand total	$4,007,760.79

Cash Over/Short Variance

Expected Cash	$417,572.26
User Out Cash Amount	$429,917.08
Over/Short in Cash	$12,344.82
Expected Checks	$3,390.92
User Out Check Amount	$3,359.08
Over/Short in Check	($31.84)
Total Over/Short	$12,312.98

teesnap

Sales and Cash Overview: 01/01/2024 12:00:00 AM to 12/31/2024 11:59:59 PM Forest Lake Golf Club, FL

05/13/2025 08:05:...

Instructions

Property Name	Custom Start Date Time	Sales Rollup Lvl 1*	Sales Rollup Lvl 3	Payments Rollu... *	Parent Department
Forest Lake Golf Club, FL	01/01/2024	Department	Sub-Category 2	Transaction ...	Select values
Date Filter*	**Custom End Date Time**	**Sales Rollup Lvl 2**	**F & B Alcohol Rollup T/F***	**Payments Rollu... ***	**Sub Department 1**
Custom Date Range	12/31/2024 23:...	Sub-Category 1	False	Transaction ...	Select values

Sales Transactions

Sales Rollup	Sales Rollup 2	Sales Rollup 3	Quantity	Total Sales $	Cogs	Sales Tax $	Fee Amount	Total Sales+Tax&Fees
Proshop			185,545	$3,147,805.56	$112,209.87	$204,100.17	$0.00	$3,351,905.73
Restaurant			107,278	$485,275.67	$103,775.65	$31,244.48	$0.00	$516,520.15
Grand total			292,823	$3,633,081.23	$215,985.52	$235,344.65	$0.00	$3,868,425.88

Payment Transactions

Total Amount		Payment Method								
Payments Rollup	**Payments R...**	Accounts Receivable	Cash	Check	Club Credit	Credit Card	Gift Card	Online Store - Gift Card	Rain Check	**Grand total**
Sales & Tax Revenue		$99,111.55	$453,633....	$6,092.24	$2,367.29	$3,273,032...	$10,672.51	$59.63	$23,378.04	$3,868,346.71
Tips Collected		$89.26				$80,628.93				$80,718.19
Gift Card Purchases			$739.23		($100.00)	$13,581.54		$7,100.00		$21,320.77
AR Payments						$477.00				$477.00
Club Credit Adjustments					($2,260.00)					($2,260.00)
Pay Out			($2,433.84)							($2,433.84)
Tip Out			($80,649....							($80,649.10)
AR Transfers & Adj		($182,104.41)								($182,104.41)
Grand total		($82,903.60)	$371,289....	$6,092.24	$7.29	$3,367,719...	$10,672.51	$7,159.63	$23,378.04	$3,703,415.32

Tax & Fee Breakdown

Tax Name	Tax %	Refund Y..	Tax Amount	Exempt ...
Sales Tax	6.50%	N	$236,469.57	$212.84
Sales Tax	6.50%	Y	($1,124.92)	$0.00

SUMMARY

2 rows – 7 columns

$235,344.65 Total Tax Amount

$212.84 Total Exempt Tax

Cash Flow

Cash Flow Transactions (...	Total Amount
Sales & Tax Revenue	$3,868,346.71
Gift Card Purchases	$21,320.77
Other Transactions	($186,252.16)
Grand total	$3,703,415.32

Cash Over/Short Variance

Expected Cash	$371,289.51
User Out Cash Amount	$379,645.04
Over/Short in Cash	$8,355.53
Expected Checks	$6,092.24
User Out Check Amount	$6,162.00
Over/Short in Check	$69.76
Total Over/Short	$8,425.29

teesnap

Sales and Cash Overview: 01/01/2020 12:00:00 AM to 12/31/2024 11:59:59 PM Forest Lake Golf Club, FL

05/13/2025 08:05:...

Instructions

Property Name	Custom Start Date Time	Sales Rollup Lvl 1*	Sales Rollup Lvl 3	Payments Rollu... *	Parent Department
Forest Lake Golf Club, FL	01/01/2020	Department	Sub-Category 2	Transaction ...	Select values
Date Filter*	**Custom End Date Time**	**Sales Rollup Lvl 2**	**F & B Alcohol Rollup T/F***	**Payments Rollu... ***	**Sub Department 1**
Custom Date Range	12/31/2024 23:...	Sub-Category 1	False	Transaction ...	Select values

Sales Transactions

Sales Rollup	Sales Rollup 2	Sales Rollup 3	Quantity	Total Sales $	Cogs	Sales Tax $	Fee Amount	Total Sales+Tax&Fees
Proshop			931,013	$14,275,588.49	$495,969.72	$926,299.27	$0.00	$15,201,887.76
Restaurant			572,529	$2,354,073.70	$510,503.44	$151,455.62	$0.00	$2,505,529.32
Grand total			1,503,542	$16,629,662.19	$1,006,473.16	$1,077,754.89	$0.00	$17,707,417.08

Payment Transactions

Total Amount		Payment Method									
Payments Rollup	**Payments R...**	Accounts Receivable	Cash	Check	Club Credit	Credit Card	Gift Card	Old Gift Cards	Online Store - Gift Card	Rain Check	**Grand total**
Sales & Tax Revenue		$394,111.01	$2,476,73...	$30,755.34	$11,060.46	$14,638,38...	$52,624.64	$11.72	$59.63	$103,592.99	$17,707...
Tips Collected		$177.62				$361,537.61					$361,71...
Gift Card Purchases			$4,553.80		($100.00)	$62,861.69			$7,100.00		$74,415...
AR Payments						$3,851.00					$3,851.00
Club Credit Payments						$987.20					$987.20
Club Credit Adjustments					($8,473.15)						($8,473....
Pay Out			($13,462....								($13,46...
Tip Out			($361,629...								($361,6...
AR Transfers & Adj		($406,504.81)									($406,5...
Grand total		($12,216.18)	$2,106,19...	$30,755.34	$2,487.31	$15,067,62...	$52,624.64	$11.72	$7,159.63	$103,592.99	$17,358...

Tax & Fee Breakdown

Tax Name	Tax %	Refund Y..	Tax Amount	Exempt ...
Sales Tax	6.50%	N	$1,081,984.01	$707.14
Sales Tax	6.50%	Y	($4,229.12)	$0.00

SUMMARY

2 rows – 7 columns

$1,077,754.89
Total Tax Amount

$707.14
Total Exempt Ta

Cash Flow

Cash Flow Transactions (...	Total Amount
Sales & Tax Revenue	$17,707,337.91
Gift Card Purchases	$74,415.49
Other Transactions	($423,516.35)
Grand total	$17,358,237.05

Cash Over/Short Variance

Expected Cash	$2,106,196.43
User Out Cash Amount	$2,080,637.17
Over/Short in Cash	($25,559.26)
Expected Checks	$30,755.34
User Out Check Amount	$29,992.80
Over/Short in Check	($762.54)
Total Over/Short	($26,321.80)

Mayor
Rusty Johnson

City Manager
Craig Shadrix

Commissioners
Scott R. Kennedy, District 1
Rosemary Wilsen, District 2
Richard Firstner, District 3
George Oliver III, District 4

June 27, 2025

ADDENDUM NO. THREE (3)
CITY OF OCOEE
RFP #25-006
LEASE AND OPERATION OF THE FOREST LAKE GOLF CLUB

This addendum shall modify and become a part of the original RFP Documents for RFP #25-006. This addendum consists of one (1) page. Respondents should acknowledge receipt of this addendum in the space provided on Page 79 of the RFP. Failure to do so may subject the Respondent to disqualification.
The RFP due date remains the same.

Amendments to the RFP documents are as follows:

The City's e-procurement platform, Bonfire, will change its name to Euna Procurement effective June 29, 2025. The project link will remain the same, and both names may be referenced during this project.

Questions & Answers:

Q1. Do you expect us to offer benefits to the staff working at Forest Lake? Current and future employees, part time and/or Full Time?

A1. The City does not require vendors to offer specific benefits to staff employed at Forest Lake, however, proposals should indicate the approach your company intends to take with respect to wages and benefits for current and future employees (both part-time and full-time). While not mandatory, proposals that demonstrate competitive compensation practices, particularly those that support employee retention, service quality, and alignment with industry standards, will be viewed favorably during evaluation. Proposals should include a description of your proposed staffing model and benefits approach as part of your submission.

Q2. Could you please also advise the annual property tax amount for Forest Lake?

A2. Property taxes for previous year were $46,000. Lessee will be responsible for the annual property taxes.

Olena Stokych
Olena Stokych
Purchasing Analyst

Mayor
Rusty Johnson

City Manager
Craig Shadrix

Commissioners
Scott R. Kennedy, District 1
Rosemary Wilsen, District 2
Richard Firstner, District 3
George Oliver III, District 4

July 11, 2025

ADDENDUM NO. FOUR (4)
CITY OF OCOEE
RFP #25-006
LEASE AND OPERATION OF THE FOREST LAKE GOLF CLUB

This addendum shall modify and become a part of the original RFP Documents for RFP #25-006. This addendum consists of seven (7) pages plus the 3 (three) attached files. Respondents should acknowledge receipt of this addendum in the space provided on Page 79 of the RFP. Failure to do so may subject the Respondent to disqualification.
The RFP due date remains the same.

Answers to questions received and/or amendments to the RFP documents are as follows with Answers provided in Bold/Italics:

Q1. Full detailed revenues by department for the past 3 years, including golf green fees, cart fees, f&b / alcohol sales, and other revenue

- ***The City has provided the only financial information we have available for the 5 years from 2020-2024. This information came from the Tee Snap platform obtained from the previous operator.***

Q2. Full detailed expenses by department for past 3 years, including golf operations, golf course maintenance, food & beverage, general & administrative, etc.

- ***The City has provided the only financial information we have available for the 5 years from 2020-2024. This information came from the Tee Snap platform obtained from the previous operator.***

Q3. Round Counts by Player Type/Time Period and associated GF revenue for past 3 years to tie to Financials provided, by course:

- Weekday / Weekend
- Senior / Junior / 9 holes / 18 holes / Twilight etc.
- Which correspond to the approved rates

The City has provided the only financial information we have available for the 5 years from 2020-2024. This information came from the Tee Snap platform obtained from the previous operator.

Q4. Capital Needs by Department

- What capital has been spent by department over the past 24 months

The City received minimal information relative to recent (last 5-10 years) capital investments. We are aware of the following:

- ***There has been some replacement of irrigation system heads***
- ***The bar in the restaurant was rebuilt in April, 2025***
- ***Hole 16 was totally rebuilt and landscaped in early 2025***

We have provided additional documents that highlight various capital improvements made in the 2006-2008 timeframe.

Q5. Insurance

- What are policy coverage requirements for property, specifically buildings.

Minimum:

5% named storm deductible

- ***$10k All Other Peril Deductible***
- ***Building Ordinance and Law (Full A, $250k or $100k combined B&C)***
- ***Business Interruption***
- ***Spoilage***
- ***Tee-to-Green of $250k, $100k trees, shrubs, or plants***

- What is the property coverage for buildings and requirement to rebuild in case of fire etc.? ***Insurance matrix attached***
- Provide loss runs for WC, GL and Property for past 3 years
  - ***This information is not available***

Q6. Please comment / provide a list of Equipment / FF& E by department which is staying at the Facility for example:

- Maintenance
  - Fuel Tanks? ***Yes***
    - Above Ground or Below? ***Above ground***
  - Equipment Lifts? ***Yes***
  - Square Footage of Maintenance Facility ***4,650sf***
  - Square Footage of Maintenance yard ***1.5 Acres***
  - Chemical Storage? ***Separate Wooded Building 2,645sf***
    - Type and Location ***close to maintenance facility***
  - Reel / Bed knife Grinders? ***Yes***
  - Others
- Golf Course Accessories

- Benches ***Yes*** / Ball Washers ***Yes*** / Trash Cans ***Yes***
- Tee Signage ***Yes***

- Golf Shop
  - Counters? ***Yes***
- F & B
  - Tables ***Yes***
  - Chairs ***Yes***
  - Kitchen Equipment ***Yes***
  - Coolers ***Yes*** / Freezers? ***Yes***
- G & A
  - Security Systems ***Yes***
  - Telephone Systems ***Yes***
  - Camera Systems ***Yes***
- Range
  - Netting? ***No***
  - Mats? ***Grass Tees***
  - Dividers? ***Boards***
  - Ball washing / dispensing? ***Balls dispensed from golf Shop***
  - Target / Yardage Signage? ***Target Poles***

Q7. We request the following information:

- F & B
  - Copy of latest Health Dept Report ***(attached)***
  - Approved number of occupancy for clubhouse area ***45***
- Ordinances Limiting Use
  - Are there times which the facilities need to be closed by? ***No***
  - Range / Lights or F & B? ***No lights or F&B***
- Plans – ***This information is not available***
    - Copy of all verticals / building plans
    - Copy of any Alta or site survey

- Acreage and Turf Type **– *an aerial graphic of the golf course is attached which shows overall acreage; Type of Grass is 419 Bermuda***
    - Greens ***Tiff Dwarf***
    - Tees ***419 Bermuda***
    - Fairways / Approaches ***419 Bermuda***
    - Roughs / Intermediate ***419 Bermuda***
    - Bunkers: ***s/f, acreage n/a – order of magnitude info available via Google earth***
    - Ponds/Lakes: ***s/f, acreage n/a – order of magnitude info available via Google earth***
    - Recent Soil and Water Tests Results ***No***
- Irrigation System ***additional information attached***
    - Age and Type of System Original ***with electrical upgrades***
    - # of Heads ***Approx 900*** or
        - Single vs ***double row***?
        - In / Outs on Greens? ***No***
    - Type of Control
        - ***Central*** / Box / Quick Coupler?
    - Pump Station
        - Type
            - VFD ***Yes***
            - Flooded Suction? ***No***
            - Direct Feed ***Reuse water pumped from holding pond.***
        - Pump Description
            - # of Pumps ***3***,
            - HP for each ***75***
            - Fertigation? ***No***
- Fert / Chemical
    - Fert / Chemical records for the past 2 years ***No***
- Water
    - Water Usage for the past 3 years by gallons
        - Potable

- ***3-year consumption report for the 2 potable meter is attached***

- Effluent
  - ***3-year spreadsheet for the FLGC flows is attached***
- Latest bill for each to show costs per 1,000
  - ***Attached for potable.***
  - ***Flyer for reclaimed rates attached any deviation from those rates will need to be negotiated in the lease agreement***

- Please comment on water rights / limits by volume per course
  - ***The Forest Lake Golf Club CUP from the water management district states that the golf course is permitted 0.370 MGD of reclaimed from Ocoee/WG and 0.094 MGD supplemental surface water. However, that is tied to the acreage under irrigation, if modifications are made to irrigated areas, the Operator can expect a modification be required. Addedly there are requirements from FDEP's best management practices of Golf Course that can be expected to meet BMAP regulations in the future.***
- What is Irrigation Pond / Onsite storage capacity for the course
  - **Only estimated information available** ***in feet 550x245x5 roughly 5 million gallons. These measurements were taken from arial maps. The pond is narrower in spots and the depth fluctuates.***

Condition of Water Storage Source/Pond Liners

- ***Storage pond has* NO *liner. 2024 estimates 46.6% loss of provided effluent***
- ***Irrigation pond 2.1 Acres***
- ***6 pond 3.6 Acres***
- ***14 15 pond 19.2 Acres***
- ***16 17 pond 1.1 Acres***
- ***1 18 pond .78 Acres***
- ***Range 1. Pond .35 acres***

27 .13 total Acres

Note: there is only one golf course…reference in these questions to "courses"

- Number of parking spots at location
  - Hdcp **10** and non hdcp **75**
- List of "clubs" for each course (i.e. - Mens Club, senior club, etc.)
  - # of members – ***there are approximately 500 regular members and 300 City of Ocoee resident members. Memberships allow for various levels of discounted greens fees.***
  - Website if available **https://forestlakegolf.com/**

- When they play and how many times usually **N/A**

Q8. Do the buildings meet current building codes? ADA Accessibility codes? ***Yes***

Q9. Would the City consider an extension of 30 days for the RFP? We have worked diligently on this point but need a little more time to finalize our comprehensive proposal.

- ***Due to the City's goal of having the new operator in place no later than January 1st, 2026, the due date for proposals will remain August 5th at 2:00 pm. As detailed in the RFP schedule, there are numerous required steps that must be taken in order to meet this goal, including commission meetings and special meetings that are set on the calendar. We look forward to receiving proposals from all interested parties on August 5th, 2025.***

Q10. Can the city provide details on the water source for irrigation (e.g., reclaimed water, well, municipal)? Are there any restrictions on water use or access?

- ***The Golf Course uses reclaimed water supplied by the City of Ocoee to an irrigation pond on the West Side of the 429. The water restrictions for the property are laid out in the FLGC Consumptive Use Permit from St. Johns Water Management District.***

Q11. The RFP mentions a "Waste Water Permit". Can the city explain the permit's requirements, operational implications, and any associated costs or responsibilities for the lessee?

- ***The WW Permit identifies the FLGC as a reclaimed disposal site, the city is permitted to dispose of reclaimed water either on the Golf course or the on-site RIBS at 1.0MGD. That amount is based on available acreage. There are requirements of the City to adhere to regarding the RIBS site, signage, ground water monitoring, and water sampling which will require access to the property for those maintenance needs. Any transference of those responsibilities to the Golf course operator will be negotiated in the lease agreement.***

Q12. What are the operational utility costs for water, electricity and natural gas?

- ***Information provided in attachments***

Q13. It is stated the irrigation system is 32 years old. What is the age of the pump station and is everything in good working order?

- ***Pump station is between 15-20 years old and is in good working condition. Utility cost information included in attachments.***

Q14. Is there a central computer for the rainbird system?

- ***Yes.***

Q15. Can the city confirm the full inventory of equipment (e.g., mowers, maintenance equipment, tools) included for the lessee's use? Are there any conditions or restrictions on the use, maintenance, or replacement of this equipment?

- ***The golf course/maintenance equipment is aged, not in "front line" condition and past it's useful life. The full inventory of City owned equipment will be included for lessee's use, with no restrictions. The equipment is between 20-25 years old, much of which is marginally useful; the current operator has temporarily supplemented existing equipment with newer equipment to maintain the golf course; the expectation is that the new operator will purchase new or nearly new equipment to appropriately take care of the golf course.***

Q16. Can the city provide details on the current lease terms for the 90 gas carts and the condition/age of the 20 owned electric carts?

- ***Lease for the 25 electric carts is being provided; they are not owned by the City. The 90 gas carts are nearing the end of their useful life.***

Q17. Are capital improvements (e.g., parking lot expansion, clubhouse renovations, course upgrades) fully funded by the lessee, or will the city provide financial support or incentives?

- ***The lessee will be fully responsible for all capital improvements, with no financial contribution from the City.***

Q18. Please provide a historical report of annual rounds of golf per year.

- ***The City has already provided the past 5 years of Tee Snap information, which is all that is available.***

Q19. Is there any current or pending litigation involving Forest Lake Golf Club?

- ***No.***

Olena Stokych

Olena Stokych
Purchasing Analyst

Enclosures: The following files are available as separate files on Bonfire/Euna Procurement: FLGC Flows 2022-2024 MGD – Addendum 4, Internal Audit of FCCI Policy – Addendum 4, RFI Back up information 070925 – Addendum 4

2022

	Jan		Feb		March		April		May		June	
	Totalizer	24hr flow	Totalizer	24hr flow	Totalizer	24hr flow	Totalizer	24hr flow	Totalizer	24hr flow	Totalizer	24hr flow
1	1554622363	0.373	1561272529	0.362	1569028468	0.389	1576337387	0.021	1587943839	0.549	1602248561	0.449
2	1555005863	0.384	1561628106	0.356	1569341050	0.313	1576337387	0.000	1588459961	0.516	1602360637	0.112
3	1555342073	0.336	1561952714	0.325	1569653032	0.312	1576981965	0.645	1589014851	0.555	1602931909	0.571
4	1555482820	0.141	1562327131	0.374	1570022159	0.369	1576981965	0.000	1589629585	0.615	1602952303	0.020
5	1555660309	0.177	1562585716	0.259	1570426936	0.405	1577156406	0.174	1590254190	0.625	1603319281	0.367
6	1556105873	0.446	1562640749	0.055	1570803828	0.377	1577309061	0.153	1590928501	0.674	1603898821	0.580
7	1556423541	0.318	1562690177	0.049	1571190509	0.387	1577449459	0.140	1591528859	0.600	1604485244	0.586
8	1556899228	0.476	1562745258	0.055	1571584873	0.394	1577449525	0.000	1592098484	0.570	1604991379	0.506
9	1557270926	0.372	1562756025	0.011	1571596490	0.012	1577449851	0.000	1592636254	0.538	1604991616	0.000
10	1557647188	0.376	1562756025	0.000	1571815949	0.219	1577470351	0.021	1593381258	0.745	1605594291	0.603
11	1558051349	0.404	1563132988	0.377	1571865956	0.050	1578083566	0.613	1593973944	0.593	1606106774	0.512
12	1558399020	0.348	1563403435	0.270	1571921396	0.055	1578556679	0.473	1594557346	0.583	1606585766	0.479
13	1558744912	0.346	1563656396	0.253	1571976528	0.055	1579027705	0.471	1594805398	0.248	1607137940	0.552
14	1558929131	0.184	1563909365	0.253	1572025145	0.049	1579498455	0.471	1595799731	0.994	1607652345	0.514
15	1558929131	0.000	1564290472	0.381	1572323608	0.298	1579944021	0.446	1596211935	0.412	1608151274	0.499
16	1559390960	0.462	1564670130	0.380	1572351312	0.028	1580380937	0.437	1596298906	0.087	1608595501	0.444
17	1559391329	0.000	1564976969	0.307	1572362930	0.012	1580821414	0.440	1596743976	0.445	1609139656	0.544
18	1559394329	0.003	1565290216	0.313	1572533970	0.171	1580821414	0.000	1597223479	0.480	1609636533	0.497
19	1559578108	0.184	1565606454	0.316	1572873381	0.339	1581113212	0.292	1597696869	0.473	1610110432	0.474
20	1559790841	0.213	1565905959	0.300	1573190434	0.317	1581610461	0.497	1598172285	0.475	1610546710	0.436
21	1560034839	0.244	1566206953	0.301	1573532475	0.342	1582152170	0.542	1598172285	0.000	1611042849	0.496
22	1560080013	0.045	1566536629	0.330	1573877743	0.345	1582689191	0.537	1598532000	0.360	1611558461	0.516
23	1560124970	0.045	1566902196	0.366	1574125032	0.247	1583207038	0.518	1598532162	0.000	1611969357	0.411
24	1560453121	0.328	1567243421	0.341	1574172880	0.048	1583856882	0.650	1598672198	0.140	1612468380	0.499
25	1560498967	0.046	1567584180	0.341	1574185344	0.012	1584510904	0.654	1599220916	0.549	1612930797	0.462
26	1560537493	0.039	1567971261	0.387	1574432131	0.247	1585156853	0.646	1599769782	0.549	1613357582	0.427
27	1560583132	0.046	1568322316	0.351	1574748756	0.317	1585712071	0.555	1600279590	0.510	1613813762	0.456
28	1560621363	0.038	1568660215	0.338	1575070555	0.322	1586229329	0.517	1600306753	0.027	1614355922	0.542
29	1560621363	0.000			1575499693	0.429	1586798735	0.569	1600764017	0.457	1614795030	0.439
30	1560621363	0.000			1575925251	0.426	1587394929	0.596	1601266766	0.503	1615213097	0.418
31	1560910401	0.289			1576316466	0.391			1601796652	0.530		

July		August		September		October		November		December	
Totalizer	24hr flow	Totalizer	24hr flow	Totalizer	24hr flow	Totalizer	24hr flow	Totalizer	24hr flow	Totalizer	24hr flow
1615670322	0.457	1626276863	0.492	1634455940	1.662	1643331745	0.000	1655025729	0.567	1662112805	0.582
1616097583	0.427	1626622052	0.345	1634819078	0.363	1643331745	0.000	1655498827	0.473	1662518558	0.406
1616482629	0.385	1626634033	0.012	1635199299	0.380	1643331745	0.000	1655995849	0.497	1662708430	0.190
1616866500	0.384	1627143558	0.510	1634455940	-0.743	1644121111	0.789	1656537902	0.542	1662887060	0.179
1617294775	0.428	1627591523	0.448	1635817487	1.362	1644947988	0.827	1656537902	0.000	1663248802	0.362
1617789639	0.495	1627612678	0.021	1636145956	0.328	1644974044	0.026	1657416066	0.878	1663631155	0.382
1618235563	0.446	1627143558	-0.469	1636491360	0.345	1645359131	0.385	1657878146	0.462	1664048058	0.417
1618675278	0.440	1628040887	0.897	1636862765	0.371	1645849656	0.491	1658303757	0.426	1664471026	0.423
1619109559	0.434	1628457725	0.417	1636863054	0.000	1646253068	0.403	1658316514	0.013	1664920501	0.449
1619500244	0.391	1628837346	0.380	1636863247	0.000	1646690385	0.437	1658316514	0.000	1665120547	0.200
1619882018	0.382	1629281712	0.444	1636863318	0.000	1647060024	0.370	1658316705	0.000	1665325412	0.205
1620270412	0.388	1629738655	0.457	1636863429	0.000	1647470096	0.410	1658316789	0.000	1665463993	0.139
1620785535	0.515	1630238307	0.500	1637209291	0.346	1647849811	0.380	1658322399	0.006	1665643509	0.180
1621159792	0.374	1630276322	0.038	1637538351	0.329	1648180572	0.331	1658322644	0.000	1665845167	0.202
1621593923	0.434	1630713900	0.438	1637541681	0.003	1648530646	0.350	1658954917	0.632	1665912242	0.067
1621902127	0.308	1631125942	0.412	1637870061	0.328	1648872694	0.342	1659378440	0.424	1665953242	0.041
1621902127	0.000	1631516364	0.390	1638216251	0.346	1649219164	0.346	1659387345	0.009	1665967202	0.014
1621916682	0.015	1631901879	0.386	1638216316	0.000	1649581634	0.362	1659576894	0.190	1665912242	-0.055
1621922952	0.006	1632167415	0.266	1638562260	0.346	1649927291	0.346	1659859521	0.283	1666347175	0.435
1621943002	0.020	1632306682	0.139	1638918581	0.356	1650334903	0.408	1660129361	0.270	1666804072	0.457
1622365899	0.423	1632764005	0.457	1639250210	0.332	1650695760	0.361	1660130764	0.001	1666970439	0.166
1622951786	0.586	1633212274	0.448	1639594059	0.344	1651077453	0.382	1660197108	0.066	1666974430	0.004
1623369473	0.418	1633591835	0.380	1639594059	0.000	1651437712	0.360	1660204592	0.007	1666979604	0.005
1623800510	0.431	1633961753	0.370	1640369405	0.775	1651809150	0.371	1660214422	0.010	1666983034	0.003
1624290587	0.490	1633981791	0.020	1640767287	0.398	1652311922	0.503	1660397533	0.183	1666983034	0.000
1624789019	0.498	1634063813	0.082	1641158130	0.391	1652851188	0.539	1660634490	0.237	1666991564	0.009
1624809094	0.020	1634064406	0.001	1641513726	0.356	1652851188	0.000	1660819516	0.185	1667379373	0.388
1624809364	0.000	1634064527	0.000	1641513726	0.000	1653872866	1.022	1661115050	0.296	1667802856	0.423
1625005766	0.196	1634064760	0.000	1641513726	0.000	1653875470	0.003	1661440696	0.326	1668320167	0.517
1625363599	0.358	1634064927	0.000	1641553883	0.040	1653936217	0.061	1661716989	0.276	1668726068	0.406
1625784844	0.421	1634439317	0.374			1654458669	0.522			1668998329	0.272

2023

Jan		Feb		March		April		May		June	
Totalizer	24hr flow	Totalizer	24hr flow	Totalizer	24hr flow	Totalizer	24hr flow	Totalizer	24hr flow	Totalizer	24hr flow
1669184968	0.187			1685651832	0.375	1700478614	0.469	1710051742	0.000	1720581071	0.340
1669513998	0.329			1686204561	0.553	1700964487	0.486	1710076595	0.025	1720852044	0.271
1669856071	0.342			1686745821	0.541	1701516255	0.552	1710674454	0.598	1721260464	0.408
1670196506	0.340	DAMAGED	METER	1687244283	0.498	1702115255	0.599	1711322652	0.648	1721658331	0.398
1670492148	0.296			1687249434	0.005	1702642335	0.527	1712070830	0.748	1722050624	0.392
1670715246	0.223			1687786689	0.537	1703206453	0.564	1712856530	0.786	1722448500	0.398
1670967169	0.252			1688434628	0.648	1703705829	0.499	1713380771	0.524	1722910596	0.462
1670968233	0.001			1688907591	0.473	1703803700	0.098	1714707664	1.327	1723285071	0.374
1670968233	0.000	1678644580	0.000	1689328153	0.421	1704199994	0.396	1714707664	0.000	1723690448	0.405
1671098051	0.130	1679067808	0.423	1689801993	0.474	1704199994	0.000	1715314357	0.607	1723999984	0.310
1671224161	0.126	1679067808	0.000	1690536809	0.735	1704765163	0.565	1715847593	0.533	1724293791	0.294
1671603974	0.380	1679067808	0.000	1690851900	0.315	1705165452	0.400	1715918656	0.071	1724298868	0.005
1671676975	0.073	1679067808	0.000	1691254035	0.402	1705218603	0.053	1715935866	0.017	1724558418	0.260
1671712729	0.036	1680463633	1.396	1691672080	0.418	1705698593	0.480	1715935866	0.000	1724938387	0.380
1671712729	0.000	1680924072	0.460	1692226010	0.554	1706144934	0.446	1715938769	0.003	1725300916	0.363
1672064584	0.352	1681334526	0.410	1692733490	0.507	1706689548	0.545	1716427289	0.489	1725650866	0.350
1672407936	0.343	1681726837	0.392	1693068535	0.335	1707148382	0.459	1716807120	0.380	1726005328	0.354
1672845473	0.438	1682895853	1.169	1693500892	0.432	1707157173	0.009	1717248118	0.441	1726005328	0.000
		1682895853	0.000	1693935671	0.435	1707582631	0.425	1717815022	0.567	1726005328	0.000
		1682895853	0.000	1694444316	0.509	1707997296	0.415	1718331674	0.517	1726337458	0.332
		1683096116	0.200	1694990387	0.546	1708504379	0.507	1718897130	0.565	1726337458	0.000
		1683319933	0.224	1695509051	0.519	1708958942	0.455	1719326710	0.430	1726337458	0.000
		1683706367	0.386	1696023176	0.514	1709346793	0.388	1719326801	0.000	1726337458	0.000
DAMAGED	METER	1683944876	0.239	1696565983	0.543	1709841055	0.494	1719332716	0.006	1726337458	0.000
		1684258801	0.314	1697109099	0.543	1709841150	0.000	1719356889	0.024	1726456507	0.119
		1684554541	0.296	1697735072	0.626	1709841505	0.000	1719356971	0.000	1726467533	0.011
		1684934667	0.380	1697977712	0.243	1709851406	0.010	1719360590	0.004	1726835160	0.368
		1685277357	0.343	1698503995	0.526	1709885181	0.034	1719674709	0.314	1727209372	0.374
				1699083132	0.579	1709888509	0.003	1719981749	0.307	1727535935	0.327
				1699531569	0.448	1710051742	0.163	1720106290	0.125	1727936940	0.401
				1700008706	0.477			1720240980	0.135		

July		August		September		October		November		December	
Totalizer	24hr flow	Totalizer	24hr flow	Totalizer	24hr flow	Totalizer	24hr flow	Totalizer	24hr flow	Totalizer	24hr flow
1728402845	0.466	1736581188	0.233	1751112447	0.444	1762358549	0.504	1775198653	0.482	1782277385	0.446
1728818035	0.415	1736581188	0.000	1751157587	0.045	1762990396	0.632	1775749521	0.551	1782702275	0.425
1729223424	0.405	1736877476	0.296	1751247832	0.090	1763617333	0.627	1776235667	0.486	1783034980	0.333
1729240343	0.017	1737334732	0.457	1751803388	0.556	1764139250	0.522	1776728188	0.493	1783445172	0.410
1729252782	0.012	1737774679	0.440	1752162787	0.359	1764640038	0.501	1777273236	0.545	1783853285	0.408
1729681449	0.429	1738234154	0.459	1752482021	0.319	1765177248	0.537	1777853804	0.581	1784260291	0.407
1730094798	0.413	1738714683	0.481	1753316358	0.834	1765706631	0.529	1777860121	0.006	1784314490	0.054
1730439840	0.345	1739161827	0.447	1754161531	0.845	1766228769	0.522	1777860121	0.000	1784859473	0.545
1730753860	0.314	1739731190	0.569	1754244706	0.083	1766804411	0.576	1777860121	0.000	1785165233	0.306
1731140673	0.387	1740335101	0.604	1754246512	0.002	1767307182	0.503	1777860121	0.000	1785512897	0.348
1731160015	0.019	1740998049	0.663	1754613457	0.367	1767832483	0.525	1777860121	0.000	1785514595	0.002
1731506507	0.346	1741749682	0.752	1754812822	0.199	1768261615	0.429	1777860121	0.000	1785538856	0.024
1731758860	0.252	1742324973	0.575	1755206162	0.393	1768261768	0.000	1777860121	0.000	1785901733	0.363
1732148991	0.390	1742985329	0.660	1755596926	0.391	1768261965	0.000	1778434758	0.575	1786249568	0.348
1732466806	0.318	1743562538	0.577	1755996343	0.399	1768625309	0.363	1779132246	0.697	1786264643	0.015
1732826000	0.359	1744198864	0.636	1756506188	0.510	1768995030	0.370	1779671201	0.539	1786283761	0.019
1733209124	0.383	1744844178	0.645	1757132621	0.626	1769368724	0.374	1779864123	0.193	1786294676	0.011
1733244617	0.035	1745238819	0.395	1757738220	0.606	1769764850	0.396	1779878590	0.014	1786316666	0.022
1733278613	0.034	1745633497	0.395	1758239529	0.501	1770205780	0.441	1780253470	0.375	1786337282	0.021
1733639062	0.360	1746132030	0.499	1758738593	0.499	1770640472	0.435	1780287757	0.034	1786697269	0.360
1734002040	0.363	1746746069	0.614	1758739006	0.000	1771050892	0.410	1780547166	0.259	1787046720	0.349
1734326232	0.324	1746847063	0.101	1759229138	0.490	1771460884	0.410	1780565953	0.019	1787409935	0.363
1734678908	0.353	1747549029	0.702	1759731296	0.502	1771873595	0.413	1780594334	0.028	1787412457	0.003
1735041211	0.362	1748090544	0.542	1760239185	0.508	1771975204	0.102	1780611820	0.017	1787421814	0.009
1735072702	0.031	1748609318	0.519	1760742249	0.503	1772156113	0.181	1780626637	0.015	1787421814	0.000
1735106256	0.034	1748614479	0.005	1760749833	0.008	1772406431	0.250	1780718085	0.091	1787440587	0.019
1735473327	0.367	1749436408	0.822	1760757245	0.007	1772965241	0.559	1780925964	0.208	1787463062	0.022
1735506442	0.033	1750190940	0.755	1760757642	0.000	1773316537	0.351	1781003445	0.077	1787469750	0.007
1735841467	0.335	1750666823	0.476	1761275211	0.518	1773776214	0.460	1781208202	0.205	1787502948	0.033
1736175937	0.334	1750667341	0.001	1761854862	0.580	1774224437	0.448	1781831467	0.623	1787510941	0.008
1736578858	0.403	1750668204	0.001			1774716075	0.492			1787523650	0.013

2024

Jan		Feb		March		April		May		June	
Totalizer	24hr flow	Totalizer	24hr flow	Totalizer	24hr flow	Totalizer	24hr flow	Totalizer	24hr flow	Totalizer	24hr flow
1787544010	0.200	1791562197	0.281	1798782368	0.000	1810835847	0.000	1825606803	0.580	1842937896	0.111
1787902794	0.359	1791564005	0.002	1799159426	0.377	1811277930	0.442	1826357826	0.751	1843724341	0.786
1787905952	0.003	1791712377	0.148	1799569817	0.410	1811277930	0.000	1826889082	0.531	1844392761	0.668
1787911632	0.006	1791714902	0.003	1799978737	0.409	1811302772	0.025	1827366297	0.477	1844843799	0.451
1787931964	0.020	1791717717	0.003	1800356303	0.378	1811687228	0.384	1828039228	0.673	1845492306	0.649
1787957737	0.026	1791725502	0.008	1800363919	0.008	1812099160	0.412	1828793301	0.754	1846192557	0.700
1787990969	0.033	1792048285	0.323	1800726521	0.363	1812608904	0.510	1829295595	0.502	1846219078	0.027
1788072190	0.081	1792432885	0.385	1801137451	0.411	1813236411	0.628	1829965088	0.669	1846747253	0.528
1788074239	0.002	1792886850	0.454	1801519356	0.382	1813789171	0.553	1830649759	0.685	1847320571	0.573
1788076460	0.002	1793236426	0.350	1801893008	0.374	1814561232	0.772	1831130298	0.481	1847924293	0.604
1788079003	0.003	1793248920	0.012	1802307298	0.414	1814982829	0.422	1831527496	0.397	1848338552	0.414
1788081980	0.003	1793669886	0.421	1802762421	0.455	1814994193	0.011	1831787263	0.260	1848364508	0.026
1788084002	0.002	1794071632	0.402	1803283770	0.521	1814997621	0.003	1832519990	0.733	1848419754	0.055
1788088753	0.005	1794140917	0.069	1803733415	0.450	1815822006	0.824	1833131990	0.612	1848449735	0.030
1788113827	0.025	1794491614	0.351	1804223935	0.491	1816458360	0.636	1833206513	0.075	1849041572	0.592
1788131646	0.018	1794914497	0.423	1804608323	0.384	1817037454	0.579	1833206513	0.000	1849094017	0.052
1788135496	0.004	1795053284	0.139	1805052566	0.444	1817475451	0.438	1833848362	0.642	1849514673	0.421
1788490781	0.355	1795059491	0.006	1805479203	0.427	1818040040	0.565	1833879754	0.031	1849744488	0.230
1788604230	0.113	1795063688	0.004	1805900877	0.422	1818664926	0.625	1834366999	0.487	1850012437	0.268
1788604230	0.000	1795106250	0.043	1806437491	0.537	1819102890	0.438	1834997074	0.630	1850015838	0.003
1788604230	0.000	1795330538	0.224	1806876980	0.439	1819700648	0.598	1835683405	0.686	1850281027	0.265
1788913588	0.309	1795696090	0.366	1807054606	0.178	1820436463	0.736	1836388734	0.705	1850314899	0.034
1789088687	0.175	1796223696	0.528	1807082499	0.028	1821042976	0.607	1837051685	0.663	1850319668	0.005
1789551353	0.463	1796261146	0.037	1807445703	0.363	1821579952	0.537	1837765333	0.714	1850324127	0.004
1789921269	0.370	1796592216	0.331	1808043919	0.598	1822260120	0.680	1838253990	0.489	1850900988	0.577
1790226411	0.305	1797016602	0.424	1808556396	0.512	1822658697	0.399	1838942938	0.689	1851346679	0.446
1790464169	0.238	1797391779	0.375	1808989200	0.433	1823116973	0.458	1839792909	0.850	1851370489	0.024
1790466925	0.003	1797844545	0.453	1809261883	0.273	1823731378	0.614	1840427873	0.635	1852148047	0.778
1790718331	0.251	1798309503	0.465	1809670255	0.408	1824431477	0.700	1841041075	0.613	1852187857	0.040
1791002951	0.285			1810057216	0.387	1825026118	0.595	1841815662	0.775	1852191946	0.004
1791281169	0.278			1810385640	0.328			1841825760	0.010		

August		Sept		Oct		Nov		Dec	
Totalizer	24hr flow	Totalizer	24hr flow	Totalizer	24hr flow	Totalizer	24hr flow	Totalizer	24hr flow
1861473698	0.093	1868905030	0.379	1873790413	0.460	1883512835	0.000	1890424398	0.000
1861478372	0.005	1869287965	0.383	1874232769	0.442	1883512835	0.000	1890424398	0.000
1861478372	0.000	1869757296	0.469	1874604709	0.372	1883512835	0.000	1890424398	0.000
1861478372	0.000	1869761942	0.005	1874797876	0.193	1883512835	0.000	1890424398	0.000
1861478621	0.000	1869761942	0.000	1875053062	0.255	1883512835	0.000	1890424398	0.000
1861478775	0.000	1869761942	0.000	1875053062	0.000	1883575319	0.062	1890424298	0.000
1861483603	0.005	1869761942	0.000	1875053062	0.000	1883575319	0.000	1890424398	0.000
1861816845	0.333	1869761942	0.000	1875628234	0.575	1883986725	0.411	1890424398	0.000
1862172312	0.355	1869761942	0.000	1875629455	0.001	1884401474	0.415	1890424398	0.000
1862617359	0.445	1869761942	0.000	1875630184	0.001	1884719442	0.318	1890424398	0.000
1863101627	0.484	1869763944	0.002	1875630583	0.000	1885062568	0.343	1890424398	0.000
1863121542	0.020	1869780273	0.016	1875630583	0.000	1885377059	0.314	1890424398	0.000
1863602136	0.481	1869782652	0.002	1875667473	0.037	1885849028	0.472	1890424398	0.000
1864193218	0.591	1869784964	0.002	1875681086	0.014	1886319542	0.471	1890424398	0.000
1864727704	0.534	1869786380	0.001	1875718736	0.038	1886462779	0.143	1890424398	0.000
1865195100	0.467	1869792807	0.006	1876144306	0.426	1886928681	0.466	1890424398	0.000
1865672601	0.478	1869798415	0.006	1876370962	0.227	1887219165	0.290	1890424398	0.000
1866336528	0.664	1870117558	0.319	1876716383	0.345	1887564033	0.345	1890424398	0.000
1866796731	0.460	1870432289	0.315	1877065767	0.349	1887890119	0.326	1890424398	0.000
1867300029	0.503	1870910462	0.478	1877408838	0.343	1887933344	0.043	1890424398	0.000
1867697279	0.397	1871397731	0.487	1877420318	0.011	1888408438	0.475	1890424398	0.000
1868119207	0.422	1871855007	0.457	1878121313	0.701	1888408438	0.000	1890424398	0.000
1868234357	0.115	1872210596	0.356	1878121313	0.000	1889112210	0.704	1890424398	0.000
1868511920	0.278	1872749351	0.539	1878954134	0.833	1889609544	0.497	1890424398	0.000
1868511984	0.000	1872782927	0.034	1879401741	0.448	1890007797	0.398	1890424398	0.000
1868515592	0.004	1873282043	0.499	1879744102	0.342	1890386165	0.378	1890424398	0.000
1868515592	0.000	1873284145	0.002	1880076119	0.332	1890403337	0.017	1890424398	0.000
1868520490	0.005	1873286120	0.002	1880389857	0.314	1890424398	0.021	1890424398	0.000
1868522797	0.002	1873311575	0.025	1880389857	0.000	1890424398	0.000	1890424398	0.000
1868522835	0.000	1873329452	0.018	1880389857	0.000	1890424398	0.000	1890424398	0.000
1868525189	0.002			1880389857	0.000			1890424398	0.000

Forest Lake Golf Club **Insurance Audit** **January 27, 2024-25**

Coverage:	Covered	Limit
Property	X	$2,234,262
GL	X	$2m occ/$2m agg/$1m/$1m/$100k/5k
Liquor	X	$1m occ/$1m agg
Umbrella	not included in packet	
Inland Marine	not included in packet	
Cyber	X	
EPLI	not included in packet	
D&O	not included in packet	
Polllution	excluded under GL	
Pesticide / Herbicide	incldued under GL	
Hired & Non-Owned Auto	not included in packet	

GL Rating :		
11138 - Golf Club Revenue	$2,000,000	
16916 - Restaurants	$395,000	
18206 - Merchandise	$135,000	
44071 - Golf Driving Ranges	$150,000	
58161 - Liquor Liability	$110,000	
First Choice Cyber Suite	included	*see page 94 for coverages

Additional Insured(s):

Herc Rentals, Inc.

Notes:

Public Golf Course

City of Ocoee does not appear named as additional insured

Beltway does not appear named as additional insured

Coverage Requirements for Tenant:		
$10k deductible AOP	Tenant meets requirement	page 37
GL	Tenant meets requirement	page 39
Liquor Liability	Tenant meets requirement	page 39
Auto - Hired & Non-Owned Liability	Does not meet requirement	page 39
Requirement of $2m per occurrence	Does not meet requirement	page 40
indemnification of Lessor	Does not meet requirement	page 40
Workers Compensation	Does not meet requirement	page 41 - see A 46

Florida Department of Workers Compensation Database Information - No 2024-25 data

FOREST LAKE GOLF CLUB LLLP	9060	1/1/2023
RIVERBEND GOLF CLUB INC	9082	1/19/2023

Schedule of Values			Const.	AOP	W/H	Coinsurance
1	$1,000,000	Bldg	JM	$2,500	5%	90%
	$300,000	BPP	JM	$2,500		90%
	$145,000	BI/EE				100%
2	$250,000	Bldg	JM	$2,500	5%	90%
	$8,240	BPP	JM	$2,500	5%	90%
3	$250,000	Bldg	JM	$2,500	5%	90%
	$15,450	BPP	JM	$2,500	5%	90%
4	$12,000	Bldg	JM	$2,500	5%	90%
	$113,300	BPP	JM	$2,500	5%	90%
5	$40,000	Bldg	JM	$2,500	5%	90%
	$25,750	BPP	JM	$2,500	5%	90%
6	$48,000	Bldg	JM	$2,500	5%	90%
	$26,522	BPP	JM	$2,500	5%	90%
TOTAL TIV	$2,234,262					
Tee-to-Green	$100,000	10000				
Tee-to-Green Debris Removal Sublimit	$100,000					
Tee-to-Green Deductible		$10,000				
Additional Club Property Limit	$100,000					
Outdoor Property Limit (incl debris removal	$50,000					
Outdoor Property Deductible		$10,000				
$50k subj to $2.5k per bunker or sand trap	$25,000	$500 ded				
$10k per green and/or $10k driving range or course improvement	$10,000	$500 ded				
Debris Removal	$10,000	$500 ded				
Fire Department Service Charge	$2,500	$500 ded				
Arson & Burglary	$5,000	$500 ded				
Fire Protective Equipment	$1,000	$500 ded				
Inventory or Appraisal	$10,000	$500 ded				
Lock Repair	$10,000	$500 ded				
Employee Theft	$15,000	$500 ded				
Forgery or Alteration	$10,000	$500 ded				
Fine Arts	$10,000	$500 ded				
Back up of sewers and drains	$5,000	$500 ded				
Money and Securities - Inside	$20,000	$500 ded				
Money and Securities - Outside	$25,000	$500 ded				
Property in Transit	$10,000	$500 ded				
Electronic Data Processing	$10,000	$500 ded				
Spoilage	$50,000					
Utility Services - Direct Damage	$25,000	$1,000 ded				
Equipment Breakdwon	incl in property limit					

1/1/2024	ASSOCIATED INDUSTRIES INS CO I	AWC1190127
1/19/2024	AMERICAN ZURICH INS CO	WC230766900

Forest Lake Golf Club — **Insurance Audit** — **January 27, 2024-25**

Coverage:	Covered	Limit
Property	X	$2,233,262
GL	X	$2m occ/$2m agg/$1m/$1m/$500k/5k
Liquor	X	$1m occ/$1m agg
Umbrella	X	$2m occ / $2m agg / $0 retention sits over liquor
Inland Marine	not identified	
Cyber	X	
Crime & Fidelity	X	
EPLI	not included in packet	
D&O	not included in packet	
Polllution	excluded under GL	
Pesticide / Herbicide	incldued under GL	
Hired & Non-Owned Auto	not included in packet	

GL Rating :		
11138 - Golf Club Revenue	$2,500,000	
16916 - Restaurants	$546,244	
18206 - Merchandise	$150,000	
44071 - Golf Driving Ranges	$175,000	
58161 - Liquor Liability	$110,000	
First Choice Cyber Suite	included	*see page 94 for coverages

Additional Insured(s):

Herc Rentals, Inc. — not identified

Notes:

Public Golf Course

City of Ocoee covered under 25-26 CPKG30 DNOC Endorsement

Beltway does not appear named as additional insured

Coverage Requirements for Tenant:		
$10k deductible AOP	Tenant meets requirement	page 4
GL	Tenant meets requirement	page 5
Liquor Liability	Tenant meets requirement	page1
Auto - Hired & Non-Owned Liability	Tenant meets requirement	page 7
Requirement of $2m per occurrence	Tenant meets requirement	page 9
indemnification of Lessor	Tenant meets requirement	25-26 CPKG30 DNOC Endorsement
Workers Compensation	Does not meet requirement	

Schedule of Values			Const.	AOP	W/H	Coinsurance	
1 - Public Golf Course / Restaurant	$1,000,000	Bldg	JM	$10,000		90%	w/h endorsement not included
	$300,000	BPP	JM	$10,000		90%	
	$145,000	BI/EE				100%	
2 - Cart Barn	$250,000	Bldg	JM	$10,000	5%	90%	
	$8,240	BPP	JM	$10,000	5%	90%	
3 - Maintenance Building	$250,000	Bldg	JM	$10,000	5%	90%	
	$15,450	BPP	JM	$10,000	5%	90%	
4 - Irrigation Pump Station	$12,000	Bldg	JM	$10,000	5%	90%	
	$113,300	BPP	JM	$10,000	5%	90%	
5 - Feritlizer Building	$40,000	Bldg	JM	$10,000	5%	90%	
	$25,750	BPP	JM	$10,000	5%	90%	
6 - Office Trailer	$48,000	Bldg	JM	$10,000	5%	90%	
	$25,522	BPP	JM	$10,000	5%	90%	
TOTAL TIV	**$2,233,262**						

Tee-to-Green	Endorsement not included	
Tee-to-Green Debris Removal Sublimit		
Tee-to-Green Deductible		Addition to prior
Additional Club Property Limit		
Outdoor Property Limit (incl debris removal		
Outdoor Property Deductible		
$50k subj to $2.5k per bunker or sand trap		
$10k per green and/or $10k driving range or course improvement		
Debris Removal		
Fire Department Service Charge		
Arson & Burglary		
Fire Protective Equipment		
Inventory or Appraisal		
Lock Repair		
Employee Theft		
Forgery or Alteration		
Fine Arts		
Back up of sewers and drains		
Money and Securities - Inside		
Money and Securities - Outside		
Property in Transit		
Electronic Data Processing		
Spoilage		
Utility Services - Direct Damage		
Equipment Breakdwon	incl in property limit	

Florida Department of Workers Compensation Database Information - No 2024-25 data

FOREST LAKE GOLF CLUB LLLP	9060	1/1/2023
RIVERBEND GOLF CLUB INC	9082	1/19/2023

1/1/2024	ASSOCIATED INDUSTRIES INS CO I	AWC1190127
1/19/2024	AMERICAN ZURICH INS CO	WC230766900

STATE OF FLORIDA

DIVISION OF HOTELS AND RESTAURANTS
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
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Food Service Inspection Report

This inspection report must be made public upon request per Florida law.

Met Inspection Standards during this visit
ANY VIOLATIONS noted herein must be corrected by the NEXT UNANNOUNCED inspection unless otherwise stated.

Inspection Date:	Jan 02, 2025 13:44 - Jan 02, 2025 14:31	License Expiration:	April 1, 2025
License Number:	5807377 Rank: SEAT	Inspection Reason:	Routine - Food
Owner Name:	FOREST LAKE GOLF CLUB LTD	Business Name:	FOREST LAKE GOLF CLUB
Location Address:	10521 CLARCONA OCOEE RD OCOEE FL 34761	License Type:	Permanent Food Service
		Telephone Number:	(407)654-4653
Number of Units:	82	**Reinspection on or After:**	

FOODBORNE ILLNESS RISK FACTORS AND PUBLIC HEALTH INTERVENTIONS

01A Food obtained from approved source	IN	07 Unwrapped or PH/TCS food not re-served	IN
01B Food safe and unadulterated; sound condition	IN	08A Separating raw animal foods from: each other, RTE foods and unwashed produce	IN
01C Shellstock tags; commingling	N/A	08B Food protection during preparation, storage and display	IN
01D Parasite destruction for raw/undercooked fish	N/O	09 Bare hand contact with RTE food; Alternative Operating Procedure (AOP)	IN
02A Consumer advisory on raw/undercooked oysters	N/A	11 Employee health knowledge; ill/symptomatic employee present	IN
02B Consumer advisory on raw/undercooked animal foods	IN	12A Hands clean and washed properly; use of hand antiseptic if use of AOP	IN
02C Date marking ready-to-eat (RTE) potentially hazardous / time/ temperature control for safety foods	IN	12B Employee eating, drinking, tasting food, smoking	IN
03A Receiving and holding PH/TCS foods cold	IN	22 Food-contact surfaces clean and sanitized	IN
03B Receiving and holding PH/TCS foods hot	N/O	31A Handwash sink(s) installed, accessible, not used for other purposes	IN
03C Cooking raw animal foods and plant foods; non-continuous cooking of raw animal foods	N/O	31B Handwashing supplies and handwash sign provided	IN
03D Cooling PH/TCS foods; proper cooling methods	N/O	41 Chemicals/toxic substances	IN
03E Reheating PH/TCS foods for hot holding	N/O	53A Food manager certification; knowledge/active managerial control (except employee health)	IN
03F Time as a Public Health Control	N/A	53B State approved food handler training; employee duty specific training/knowledge	IN
03G Reduced oxygen packaging (ROP) and other Special Processes	N/A		

GOOD RETAIL PRACTICES

02D Food items properly labeled; original container		35A No presence or breeding of insects/rodents/pests; no live animals	
04 Facilities to maintain PH/TCS foods at the proper temperature		35B Outer openings protected from insects/pests, rodent proof	
05 Food and food equipment thermometers provided and accurate		36 Floors, walls, ceilings and attached equipment properly constructed and clean; rooms and equipment properly vented	
06 PH/TCS foods properly thawed		38 Lighting provided as required; fixtures shielded or bulbs protected	
10 In use food dispensing utensils properly stored		40 Employee personal belongings	
13 Clean clothes; hair restraints; jewelry; painted/artificial fingernails		42 Cleaning and maintenance equipment	
14 Food-contact and nonfood contact surfaces designed, constructed, maintained, installed, located		43 Complete separation from living/sleeping area/private premise; kitchen restricted - no unauthorized personnel	
16 Dishwashing facilities; chemical test kit(s); gauges 1. Wash 2. Rinse 3. Sanitize		45 Fire extinguishing equipment (FOR REPORTING PURPOSES ONLY)	

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21 Wiping cloths; clean and soiled linens; laundry facilities	OUT	46 Exits not blocked or locked (FOR REPORTING PURPOSES ONLY)	
23 Non-food contact surfaces clean		47 Electrical wiring/outlets in good repair (FOR REPORTING PURPOSES ONLY)	
24 Storage/handling of clean equipment, utensils; air drying		48 Gas appliances; boiler certificate current/posted (FOR REPORTING PURPOSES ONLY)	
25 Single-service and single-use items		49 Flammable/combustible materials (FOR REPORTING PURPOSES ONLY)	
27 Water source safe, hot (85F) and cold under pressure		50 Current license, properly displayed	
28 Sewage and waste water disposed properly		51 Other conditions sanitary and safe operation	
29 Plumbing installed and maintained; mop sink; water filters; backflow prevention		52 Misrepresentation; misbranding	
32 Bathrooms		54 Florida Clean Air Act Compliance	
33 Garbage and refuse; premises maintained		55 Automatic Gratuity Notice	

Items marked IN are in compliance. Items marked OUT are violations. Specific details of the violations are listed on subsequent pages. Items marked N/A are Not Applicable. Items marked as N/O are Not Observed and were not being conducted at the time of inspection.

FOOD TEMPERATURES

Bar Area	
Buffet Line	
Cook Line	
Front Counter	
Front Line	
Kitchen	
Prep Area	
Reach In Cooler	ground beef (38F - Cold Holding); tuna (38F - Cold Holding); chicken salad (38F - Cold Holding); cut tomatoes (38F - Cold Holding); turkey (38F - Cold Holding)
Reach In Freezer	
Steam Table/Bain Marie	
Storage Area	
Wait Station	
Walk In Cooler	Turkey (38F - Cold Holding); chicken salad (38F - Cold Holding)
Walk In Freezer	Frozen

OTHER ITEMS

Certified Food Manager and Date Certified: JEDIDIAH EDERSOLE 11-4-24

Manager Certified By: 1 AAA Food Manager

Employees Trained By: Florida Restaurant and Lodging Association

Sewage: Septic Tank

Water Source: Municipal

Boiler: No Boiler On Site

Boiler Jurisdiction and Expiration:

Sanitizer Details: Dishwasher (Chlorine)

Inspector Comments: This inspection is being conducted to verify ongoing compliance of violations that resulted in an Emergency Order Suspension of license on 10-29-24.
Report emailed to: jed_ebersole@hotmail.comp
Operating permit: 12-31-24

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A link to the Florida Department of Agriculture's Food Recovery Resource Guide is located at:
http://www.myfloridalicense.com/DBPR/hotels-restaurants/forms-publications

This report has been provided electronically as requested by the person in charge at the time of inspection.

VIOLATIONS

21-12-4 Observed: Wet wiping cloth not stored in sanitizing solution between uses.
On cook line, Manager added to bucket. **Corrected On-Site**
Priority: Basic

Signature of Recipient

Jed Ebersole
Manager
jed_ebersole@hotmail.com
2395378066
Jan 02, 2025 14:31

Inspector Signature

Sharon Lindsay
Sanitation And Safety Specialist
400 West Robinson Street suite N802
Orlando , Fl 32804
Sharon.lindsay@myfloridalicense.com
hot line- 407-650-5185/ fax-407-317-7839
Jan 02, 2025 14:30

TO: SJRWMD
ROB FRANK
2009 20 YEAR PERMIT

Forest Lake Golf Club of Ocoee- History & Introduction to Permit Request

In 1991, The Clifton, Ezell, Clifton Golf Design Group (CEC) was selected by the City of Ocoee over several other firms to develop an eighteen (18) hole golf course on their 248 acre effluent disposal site. CEC chose the name Riverbend Golf Group (RGG) as the lessor designee to negotiate the lease agreement and allow for the inclusion of partners for financing and investment.

May 1991, the City of Ocoee and RGG entered into the original ground lease agreement that called out an original term of fifty (50) years with an option to extend the lease for an additional twenty five (25) years. This lease is attached. Said lease contemplated that CEC and RGG design and build a golf course that maximized the amount of effluent water that could be applied through the irrigation system. Specific terms and conditions which provided for lease payment incentive reductions to RGG above one million two hundred and fifty thousand (1,250,000) gallons per day were negotiated and agreed upon by both parties and were consistent with the City's DEP waste water disposal permit. This section of the lease is outlined below.

An amendment acknowledging the name change of the partnership to Forest Lake Golf Club, LTD. (FLGC) to reflect said golf courses' name ~ the partnership form and various other provisions is herein attached as assignment agreement .

First Amendment, December 17, 1993
Second Amendment, March 16, 1993
Third Amendment, April 6, 1993
Conservation Easement, April 20, 1993
Easement Agreement, May 28, 1993
Assignment Agreement, June 8, 1993
Fifth Amendment- to be adopted April, 7, 2009

The St. John's River Water Management District (SJRWMD) granted the original permit on August 11, 1992 for _ years. This permit was thoroughly reviewed by both SJRWMD staff and FDEP. This C.U.P. contemplated that a well be drilled for the expressed purpose to supply back up water and/or supplemental water to the golf course. This backup 6" well was for 53.5 MGY.

FLGC commenced construction in 1993 and opened the golf course January 24, 1994. CEC & FLGC recognized that from the time the original permit by SJRWMD was issued until the near completion of the course that an alternative source of back-up water was available from the 500 acre watershed basin located on the back nine holes~ affectionately referred to as Forest Lake. The decision was made to forego pulling water from the upper Floridian aquifer and install a submersible pump in Forest Lake to supply supplemental water when needed and also act as lake stabilization pump when excessive groundwater from this 500 acre basin and City of Ocoee are forced to send effluent to FLGC on site Rapid Infiltration Basins (RIBS).

Original engineering estimates had a predicted 100 year flood elevation of 100'. This basin exceeded this elevation on a consistent basis and golf green is at elevation 116.5

CEC as General Partner and majority owners has diligently worked to make Forest Lake as efficient and effective implementer of distributing effluent water as possible to meet with lease obligations and the City of Ocoee's needs. Since 1993, Forest Lake has continued to update and improve our distribution networking. Over the past 3 years however, Forest Lake has ramped up this improvement process in the following ways:

2006 - 2008 Captal Investments

- Updating our centralized computer and software package
- Updating our field controllers, grounding and two-way wiring throughout the system
- Replacing our pumping system with a more efficient variable speed drive ~ 2,400 gpm station
- Replacing a majority of our inefficient Impact Heads with more efficient Gear Driven Heads
- Adding single head control of greens heads to provide variable time control as required
- Adding a Rain Can and Sensor plus programming to have system shut off when rain events occur
- Hired Professional Irrigation Consultant to program our system to operate off of ET data

All of these improvements should be recognized as Conservation measurements.

The below improvements Chart of Costs IRRIGATION EXPENDITURES (27 MONTHS)

16 – New Rain Bird Par 24 Plus Controllers	
16 – 8 Station OSM Boards	
6 – 24 Station Par+ Retro Kits	
Total cost with tax	$79,425.79
Installation & Removal with Grounding	$19,800.00
	$84,873.41
Rewiring of golf Course for more efficient 2-way	
Communication – Materials	$43,573.41
Labor for installation 23,600 L.F. of wire	$41,300.00
	$84,873.41
Purchased in 27 months 426 gear driven	
Series 900 irr. Heads	$112,796.28
Installation of heads	$ 31,950.00
	$144,746.28

Rain sensor device	$ 749.00
Installation of rain sensor device	$ 850.00
Software installation and Programming	$ 4,510.00
	$ 6,109.00

GRAND TOTAL OVER THE PAST 27 MONTHS **$295,954.48** 2006-2008 timeframe

The attached draft of the Sixth Amendment to the Forest Lake Lease modifies the lease acknowledging that the site if permitted remains able to dispose of 2,250,000 gpd but establishes a minimum of 450,000 gallons per day/minimum daily flow.

Forest Lake will continue to update our irrigation system and seek more ways to conserve energy through shortened irrigation cycles, better technology and improved irrigation heads. FLGC along with the City of Ocoee is a unique Private Partnership that has worked diligently over the past fifteen years to improve the local business, social and natural environment.

We appreciate your consideration in approving our request. Clifton, Ezell Clifton is a partner with the environment and as designer of more courses than any other group in the SJRWMD area; we have strived to conserve precious groundwater for our future.

Respectfully Submitted By,

FOREST LAKE GOLF CLUB, LLC

By: Kenneth C. Ezell

Kenneth C. Ezell
as Managing Member

By:

George M. Clifton,
as Managing Member

September 29, 2024

PROJECTED CAPITAL EXPENDITURES 2024-2026

1. TRANSFER PUMP PURCHASED & TO BE INSTALLED BY END OF OCTOBER – BENEFIT TO OUR SJRWM PERMIT & CITY OF OCOEE WWT
2. PARKING LOT REPAIR WHERE SETTLING HAS OCCURRED, OVERLAY AND STRIPE (PRICING IN PROGRESS)
3. REPAIR WEST SIDE ROOF OF CART STORAGE BUILDING (PRICING IN PROGRESS)
4. CONTINUATION OF TREE TRIMMING THROUGHOUT COURSE
5. EXTEND CART PATH ENTRY/EXITS ON HOLES #4, 7, 9, 17 ALONG WITH MINOR REPAIRS WHERE NEEDED
6. EXPAND TEEING SPACE ON PAR 3 #2 & #16 – RESOD TEES HARMED BY SHADE WITH CELEBRATION VARIETY BERMUDA
7. EXTEND GLOBAL SERVICE PLAN WITH RAIN BIRD IRRIGATION WHICH UPDATES CETNRALIZED CONTROL SYSTEM
8. EXPOSE INSTALLED FRENCH DRAIN LINES FOR MORE EFFICIENT UPTAKE OF STORMWATER
9. SPRUCE UP RESTROOMS WITH PAINT/FLOOR COATING
10. IMPROVE ALL ENTRY CONCRETE/PATIO FLOORING AT CLUBHOUSE (CONTRACT IN PROGRESS)

RECENT IMPROVEMENTS THIS YEAR 2024

- Covered steps into maint. trailer.
- Fencing around back of kitchen area.
- New ceiling tiles in restaurant.
- New carpet in clubhouse.
- New cooking flat-top in kitchen.
- New electric connection for septic.
- New larger septic scheduled.
- Resurfaced bridge on hole 15.
- Re-sodded around clubhouse.
- New refrigerator in kitchen.

For billing inquiries or to request service during business hours call **407-905-3191**



For after-hours emergency service please call **407-428-5766**



Payment Methods

Automatic Withdrawal: can be set up by bringing a voided check to the Utility Billing counter at City Hall

Online: you can obtain your PIN by emailing ebilling@ci.ocoee.fl.us or by calling Utility Billing at 407-905-3191

By Phone: call 1-866-974-2058 to use your credit card to pay your bill with the Point and Pay system (fees apply)

Drop Box: the stainless steel payment drop box is located just outside of City Hall at 1 N. Bluford Avenue

In Person: stop by the Utility Billing Counter at City Hall to pay your bill 7:30 - 5:30 Monday - Thursday and 8:00 - 5:00 on Fridays

By Mail: you can mail your payment to:
P.O. Box 70
Ocoee, FL 34761

ocoee
florida

Water, Sewer, and Reclaimed Water Rates

City of Ocoee Utilities Department
Administration Office
1800 A.D. Mims Road
Ocoee, Florida 34761-4001
(across from the Jim Beech Recreation Center)

If you have any questions regarding your utilities, please call 407-905-3159

Utilities Department Rate Schedules

Effective 1 October 2024

Water Rate Schedule

Base Facility Charge

Meter Size	Base Rate
¾"	$ 15.5064
1"	$ 38.7070
1½"	$ 77.4140
2"	$ 123.8741
3"	$ 247.8425
4"	$ 387.1994
6"	$ 774.3988
8"	$ 1,242.9242
10"	$ 1,780.2381
12"	$ 3,328.2751

Residential Volumetric Charge

Water	Per 1,000 Gallons
0 - 6,000 gallons	$ 1.6801
6,000 - 12,000 gal	$ 2.1172
12,000 - 18,000 gal	$ 2.6500
18,000 - 24,000 gal	$ 6.6523
24,000 - 30,000 gal	$ 9.9579
> 30,000 gallons	$ 12.1298

Non-Residential Volumetric Charge

Water	Per 1,000 Gallons
0 - 6,000 gallons	$ 1.6801
6,000 - 12,000 gal	$ 2.1172
12,000 - 18,000 gal	$ 2.6500
> 18,000 gallons	$ 3.9750

Sewer Rate Schedule

Base Facility Charge

Meter Size	Base Rate
¾"	$ 27.9495
1"	$ 69.9907
1½"	$ 147.1690
2"	$ 223.9820
3"	$ 447.9523
4"	$ 699.9306
6"	$ 1,404.6569
8"	$ 2,239.8440
10"	$ 3,240.9696
12"	$ 6,059.2041

Residential Volumetric Charge

Sewer	Per 1,000 Gallons
0 - 12,000 gallons	$ 4.0023
> 12,000 gallons	$ 0

Non-Residential Volumetric Charge

Sewer	Per 1,000 Gallons
0 - 12,000 gallons	$ 4.0023
> 12,000 gallons	$ 4.0023

Reclaim Rate Schedule

Base Facility Charge

Meter Size	Base Rate
¾"	$ 11.5944
1"	$ 29.0450
1½"	$ 56.3814
2"	$ 77.4140
3"	$ 185.8524
4"	$ 290.9445

Residential Volumetric Charge

Reclaim	Per 1,000 Gallons
0 - 6,000 gallons	$ 1.2294
6,000 - 12,000 gal	$ 1.5845
12,000 - 18,000 gal	$ 1.9943
> 18,000 gallons	$ 2.9641

Non-Residential Volumetric Charge

Reclaim	Per 1,000 Gallons
0 - 6,000 gallons	$ 1.2294
6,000 - 12,000 gal	$ 1.5845
12,000 - 18,000 gal	$ 1.9943
> 18,000 gallons	$ 2.9641

Si usted desea solicitar nuestro servicio u obtener más información sobre su cuenta, por favor contactenos al 407-905-3191.

Si usted tiene preguntas sobre su servicio de agua o del alcantarillado, por favor contactenos al 407-905-3159.

Ocoee
florida

Unpaid bills may be assessed a $10.00 late fee five (5) days after the due date

CITY OF OCOEE
Customer Charges Report

2901: FOREST LAKE GOLF CLUB, LTD
2620 Vlasto Ln
Bills From: 10.01.2022 To: 07.07.2025
For Services: WA

Location Code	Billing Date	Read Date	SVC	No		Usage	Service Charge	Demand Reading	Demand Usage	Demand Charge	Taxes	Total
2060100106 10521 Clarcona Ocoee Rd												
2060100106	05.01.2025	05.01.2025	WA	0		16	37.38	0.00	0.00	0.00	3.74	41.12
2060100106	04.21.2025	04.01.2025	WA	0		10	142.42	0.00	0.00	0.00	14.24	156.66
2060100106	03.24.2025	03.01.2025	WA	0		8	138.18	0.00	0.00	0.00	13.82	152.00
2060100106	02.21.2025	02.11.2025	WA	0		0	0.00	0.00	0.00	0.00	0.00	0.00
2060100106	02.21.2025	02.11.2025	WA	0		0	123.87	0.00	0.00	0.00	12.39	136.26
2060100106	01.21.2025	01.02.2025	WA	0		2	127.23	0.00	0.00	0.00	12.72	139.95
2060100106	12.18.2024	12.02.2024	WA	0		3	128.91	0.00	0.00	0.00	12.89	141.80
2060100106	11.19.2024	11.05.2024	WA	0		35	230.12	0.00	0.00	0.00	23.01	253.13
2060100106	10.22.2024	10.03.2024	WA	0		31	214.22	0.00	0.00	0.00	21.42	235.64
2060100106	09.23.2024	09.11.2024	WA	0		36	226.42	0.00	0.00	0.00	22.64	249.06
2060100106	08.23.2024	08.01.2024	WA	0		16	152.09	0.00	0.00	0.00	15.21	167.30
2060100106	07.23.2024	06.30.2024	WA	0		9	135.69	0.00	0.00	0.00	13.57	149.26
2060100106	06.24.2024	05.28.2024	WA	0		6	129.55	0.00	0.00	0.00	12.96	142.51
2060100106	05.21.2024	05.01.2024	WA	0		5	127.92	0.00	0.00	0.00	12.79	140.71
2060100106	04.22.2024	03.28.2024	WA	0		4	126.30	0.00	0.00	0.00	12.63	138.93
2060100106	03.25.2024	03.01.2024	WA	0		4	126.30	0.00	0.00	0.00	12.63	138.93
2060100106	02.23.2024	01.30.2024	WA	0		6	129.55	0.00	0.00	0.00	12.96	142.51
2060100106	01.23.2024	12.30.2023	WA	0		3	124.67	0.00	0.00	0.00	12.47	137.14
2060100106	12.18.2023	12.01.2023	WA	0		8	133.65	0.00	0.00	0.00	13.37	147.02
2060100106	11.17.2023	11.01.2023	WA	0		9	135.69	0.00	0.00	0.00	13.57	149.26
2060100106	10.23.2023	09.28.2023	WA	0		6	129.55	0.00	0.00	0.00	12.96	142.51
2060100106	09.25.2023	09.01.2023	WA	0		13	135.59	0.00	0.00	0.00	13.56	149.15
2060100106	08.21.2023	07.31.2023	WA	0		16	142.81	0.00	0.00	0.00	14.28	157.09
2060100106	07.20.2023	07.03.2023	WA	0		21	158.45	0.00	0.00	0.00	15.85	174.30
2060100106	06.21.2023	06.01.2023	WA	0		22	162.06	0.00	0.00	0.00	16.21	178.27
2060100106	05.22.2023	05.01.2023	WA	0		20	154.84	0.00	0.00	0.00	15.48	170.32
2060100106	04.24.2023	04.01.2023	WA	0		22	162.06	0.00	0.00	0.00	16.21	178.27
2060100106	03.21.2023	03.01.2023	WA	0		19	151.23	0.00	0.00	0.00	15.12	166.35
2060100106	02.20.2023	02.01.2023	WA	0		14	137.99	0.00	0.00	0.00	13.80	151.79
2060100106	01.23.2023	01.01.2023	WA	0		23	165.67	0.00	0.00	0.00	16.57	182.24
2060100106	12.19.2022	12.01.2022	WA	0		22	162.06	0.00	0.00	0.00	16.21	178.27
2060100106	11.18.2022	11.01.2022	WA	0		24	169.28	0.00	0.00	0.00	16.93	186.21
2060100106	10.20.2022	10.01.2022	WA	0		27	180.11	0.00	0.00	0.00	18.01	198.12
		SubTotal:				460	4,701.86		0	0.00	470.22	5,172.08

CITY OF OCOEE
Customer Charges Report

2900: FOREST LAKE GOLF CLUB, LTD
10521 Clarcona Ocoee Rd
Bills From: 10.01.2022 To: 07.07.2025
For Services: WA

WATER

Location Code	Billing Date	Read Date	SVC	No		Usage	Service Charge	Demand Reading	Demand Usage	Demand Charge	Taxes	Total
2060100007 10521 N Lakewood Ave												
2060100007	05.29.2025	05.01.2025	WA	0		0	0.00	0.00	0.00	0.00	0.00	0.00
2060100007	05.20.2025	05.01.2025	WA	0		27	198.32	0.00	0.00	0.00	19.83	218.15
2060100007	04.21.2025	04.01.2025	WA	0		38	242.05	0.00	0.00	0.00	24.21	266.26
2060100007	03.24.2025	03.01.2025	WA	0		35	230.12	0.00	0.00	0.00	23.01	253.13
2060100007	02.21.2025	02.01.2025	WA	0		27	198.32	0.00	0.00	0.00	19.83	218.15
2060100007	01.21.2025	01.02.2025	WA	0		23	182.42	0.00	0.00	0.00	18.24	200.66
2060100007	12.18.2024	12.02.2024	WA	0		22	178.45	0.00	0.00	0.00	17.85	196.30
2060100007	11.19.2024	11.06.2024	WA	0		26	194.35	0.00	0.00	0.00	19.44	213.79
2060100007	10.22.2024	10.03.2024	WA	0		17	159.90	0.00	0.00	0.00	15.99	175.89
2060100007	09.23.2024	09.11.2024	WA	0		40	241.79	0.00	0.00	0.00	24.18	265.97
2060100007	08.23.2024	08.01.2024	WA	0		29	199.51	0.00	0.00	0.00	19.95	219.46
2060100007	07.23.2024	07.01.2024	WA	0		44	257.17	0.00	0.00	0.00	25.72	282.89
2060100007	06.24.2024	06.01.2024	WA	0		29	199.51	0.00	0.00	0.00	19.95	219.46
2060100007	05.21.2024	05.01.2024	WA	0		27	191.82	0.00	0.00	0.00	19.18	211.00
2060100007	04.22.2024	04.01.2024	WA	0		30	203.35	0.00	0.00	0.00	20.34	223.69
2060100007	03.25.2024	03.01.2024	WA	0		41	245.64	0.00	0.00	0.00	24.56	270.20
2060100007	02.23.2024	02.01.2024	WA	0		27	191.82	0.00	0.00	0.00	19.18	211.00
2060100007	01.23.2024	01.01.2024	WA	0		26	187.97	0.00	0.00	0.00	18.80	206.77
2060100007	12.18.2023	12.01.2023	WA	0		28	195.66	0.00	0.00	0.00	19.57	215.23
2060100007	11.17.2023	11.01.2023	WA	0		30	203.35	0.00	0.00	0.00	20.34	223.69
2060100007	10.23.2023	10.01.2023	WA	0		28	195.66	0.00	0.00	0.00	19.57	215.23
2060100007	09.25.2023	09.01.2023	WA	0		29	187.33	0.00	0.00	0.00	18.73	206.06
2060100007	08.21.2023	08.01.2023	WA	0		30	190.94	0.00	0.00	0.00	19.09	210.03
2060100007	07.20.2023	07.03.2023	WA	0		33	201.76	0.00	0.00	0.00	20.18	221.94
2060100007	06.21.2023	06.01.2023	WA	0		28	183.72	0.00	0.00	0.00	18.37	202.09
2060100007	05.22.2023	05.01.2023	WA	0		36	212.59	0.00	0.00	0.00	21.26	233.85
2060100007	04.24.2023	04.01.2023	WA	0		37	216.20	0.00	0.00	0.00	21.62	237.82
2060100007	03.21.2023	03.01.2023	WA	0		32	198.15	0.00	0.00	0.00	19.82	217.97
2060100007	02.20.2023	02.01.2023	WA	0		32	198.15	0.00	0.00	0.00	19.82	217.97
2060100007	01.23.2023	01.01.2023	WA	0		31	194.55	0.00	0.00	0.00	19.46	214.01
2060100007	12.19.2022	12.01.2022	WA	0		29	187.33	0.00	0.00	0.00	18.73	206.06
2060100007	11.18.2022	11.01.2022	WA	0		31	194.55	0.00	0.00	0.00	19.46	214.01
2060100007	10.20.2022	10.01.2022	WA	0		27	180.11	0.00	0.00	0.00	18.01	198.12
		SubTotal:				969	6,442.56		0	0.00	644.29	7,086.85

CONSUMPTIVE USE TECHNICAL STAFF REPORT
01-Oct-2009
APPLICATION #: 20-095-3391-5

Owner: City of Ocoee
150 N Lakeshore Dr
Ocoee, FL 34761 USA

Applicant: Forest Lake Golf Club Ltd
P O Box 158
Ocoee, FL 34761 USA
(407) 654-4653

Agent: Not Applicable

Compliance Contact: Forest Lake Golf Club at Ocoee
Kenneth Ezell
118 W Plymouth Ave
Deland, FL 32720 USA
(386) 734-2321

Project Name: Forest Lake Golf Club

County: Orange

Located in CFCA: Yes

Objectors: No

Authorization Statement:

The District authorizes, as limited by the attached conditions, the use of 136.4 million gallons per year (0.37 million gallons per day) of reclaimed water from the Cities of Ocoee and Winter Garden and 34.5 million gallons per year (0.094 million gallons per day) of surface/stormwater for back-up to provide irrigation for 133.6 acres of golf course turf grasses.

Recommendation: Approval

Reviewers: Lori Burklew

WATER USE SUMMARY:

Staff's Recommendation:

136.39 million gallons per year (mgy) (0.37 million gallons per day (mgd)) of reclaimed water from the Cities of Ocoee and Winter Garden and 34.5 mgy (0.094 mgd) of surface/stormwater for back-up to provide irrigation for 133.6 acres of golf course turf grasses.

Recommended Permit Duration and Compliance Reporting:

USE STATUS:

This application is for the renewal of a previously issued permit that was timely received.

TIMEFRAMES:

Application Received On	07/10/2008
RAI-1 Sent	08/05/2008
RAI-1 Response Date	04/01/2009
RAI-2 Sent	04/29/2009
RAI-2 Response Date	08/27/2009
Application Complete	08/27/2009
28th Day	09/24/2009
90th Day	11/25/2009

PROJECT DESCRIPTION:

Project Location and Background:

Forest Lake Golf Club is located about two miles east of Lake Apopka, within the City of Ocoee, in western Orange County . In 1991, the Clifton, Ezell, Clifton Golf Design Group was selected by the City of Ocoee to develop an eighteen-hole golf course on the City's 248-acre effluent disposal site. The parties entered into a lease agreement that called for a golf course to be designed and built that maximized the amount of reclaimed water that could be applied through the irrigation system. Thus the golf course irrigation system was initially designed to dispose of as much effluent as possible without adversely affecting the growing conditions of the turf. Per an agreement between the City of Ocoee and the City of Winter Garden, the Golf Club also began receiving treated effluent from the City of Winter Garden as part of their wet weather disposal options.

As the reclaimed water distribution systems of the City of Ocoee and Winter Garden have

expanded, the role of the golf course irrigation system has transitioned from maximizing disposal of treated effluent to more efficient delivery of reclaimed water. This has been accomplished through extensive upgrades to the irrigation system described in more detail in the Water Conservation section. The site still maintains four (4) rapid infiltration basins (RIBS) which allow it to continue to be used for wet weather disposal.

Water Supply System Description:

The applicant uses reclaimed water as its primary source of irrigation with a back-up supply of surface/stormwater from Forest Lake (a wholly owned lake within the golf course). The City of Ocoee conveys treated effluent to the Forest Lake Golf Club by way of a 16-inch effluent water main and delivers this water either to the Irrigation Pond or to RIBs No. 1 or No. 2. Winter Garden conveys their treated effluent directly to the Irrigation Pond. The golf course then distributes the water as measured through the following submeters:

Submeter No. 1 (GRS No. 24633) - Golf Course Irrigation

Submeter No. 2 - Transfer water from Irrigation Pond to Forest Lake

Submeter No. 3 - Transfer water from Irrigation Pond to RIB No. 3

Submeter No. 4 - Transfer water from Irrigation Pond to RIB No. 4

Submeter No. 5 - Pauper Cemetery Irrigation

The applicant also has a pump located on Forest Lake which conveys water to the Irrigation Pond as a back-up should reclaimed water delivery be interrupted. Submeter No. 6 (GRS No. 24611) measures water transfered from Forest Lake to the Irrigation Pond.

Water Use Description:

Forest Lake Golf Club is operating within its permitted allocations. The applicant has worked diligently to meet its lease obligations as a disposal site of treated effluent for the City of Ocoee while also increasing the efficiency of the golf course irrigation system. Reclaimed water used for irrigation on the golf course has seen an overall decrease in the past six years from 0.70 mgd in 2003 to 0.47 mgd in 2008. The golf club is still required per its lease agreement to process all treated effluent made available by the City of Ocoee as allowed under the City's wastewater disposal permit. During fifteen years of operation, only 75.4 million gallons of surface water has been used as back-up to the reclaimed water supply.

PERMIT APPLICATION REVIEW:

Section 373.223, Florida Statutes (F.S.), and Section 40C-2.301, Florida Administrative Code (F.A.C.), require an applicant to establish that the proposed use of water:

(a) is a reasonable-beneficial use;
(b) will not interfere with any presently existing legal use of water; and,
(c) is consistent with the public interest.

In addition, the above requirements are detailed further in the District's Applicant's Handbook: Consumptive Uses of Water, March 8, 2009 ("A.H.") District staff has reviewed the consumptive use permit application pursuant to the above-described requirements and have determined that the application meets the conditions for issuance of this permit. Highlights of the staff review are provided below.

REASONABLE BENEFICIAL USE CRITERIA:

Staff reviewed the proposed use of water pursuant to our the District's reasonable beneficial use criteria. As part of this review, staff evaluated demonstration of need, efficient use, water conservation and use of all available lower quality sources prior to use of higher quality sources. Based on the review of the above information and associated evaluation, staff have concluded that the applicant has provided reasonable assurance that the proposed use of meet the District's reasonable-beneficial use criteria for the duration of this permit. A discussion of criteria of particular concern follows.

Economic and Efficient Utilization:

Staff evaluated whether the proposed use of water is in such quantity as is necessary for economic and efficient utilization by considering the amount of water needed for the supplemental irrigation requirements of golf course turf. The proposed use of reclaimed water from the Irrigation Pond is for golf course irrigation. The Forest Lake Golf Club is comprised of 133.6 acres of greens, tees, and fairways.

The allocation recommended for supplemental irrigation requirements was calculated using the GIS-based Water Resources and Agricultural Permitting and Planning System (GWRAPPS) model developed by the University of Florida, which incorporates soil type, turf type, water table, and climate conditions for the specific project area. Using a fixed depth of irrigation of 0.5 inches on the most prevelant soil type found on the golf course, St. Lucie, the GWRAPPS model recommends 37.6 inches per year of supplemental irrigation for golf course turf - or 136.39 mgy (0.37 mgd) on 133.6 acres of golf course turf. The permit will limit irrigation to this amount but will allow for additional use if excess reclaimed water is available. Staff concluded that reasonable assurances

have been provided that the proposed use of water is in such quantity as is necessary for economic and efficient utilization pursuant to section 10.3(a), A.H., provided the permittee complies with the conditions recommended for this permit.

Lowest Quality Water Source:

Staff reviewed the application to determine if all available lower quality sources of water are being utilized when environmentally, economically or technically feasible. The applicant is proposing to use reclaimed water to the fullest extent that it is made available from the City of Ocoee and the City of Winter Garden. The City of Ocoee has committed to provide at least 450,000 gallons per day of treated effluent to the golf course for the duration of the permit. Surface/stormwater has been requested as a back-up should the reclaimed water supply be interrupted. Staff concluded that reasonable assurances have been provided that all available reclaimed water and surface/stormwater will be used in place of higher quality water sources pursuant to 10.3(f), A.H., provided the permittee complies with the conditions recommended for this permit.

Water Conservation:

As part of the criteria for determining that a proposed use is reasonable-beneficial, section 10.3(e) of the CUP Applicant's Handbook sets forth a water conservation requirement. The permittee submitted a water conservation plan for golf course irrigation use pursuant to section 12.7, A.H. Specific components of the water conservation plan include the following:

Utilizing the lowest water quality sources available - reclaimed and surface/stormwater;
Updated the centralized computer and software package to ensure proper application of water;
Updated field controllers, grounding and two-way wiring throughout system;
Replaced pumping system with a more efficient variable speed drive station;
Replaced the majority of inefficient impact sprinkler heads with more efficient gear heads;
Added single head control of green irrigation heads to provide variable time control as required;
Added Rain Can and Sensor Plus programming to shut down system during rainfall events;
Utilized a professional irrigation consultant to program irrigation system to operate using evapotranspiration data;
Reduced turf grass being irrigated by 7.2 acres;
Irrigation system audit showed a high distribution uniformity (60%);

Staff concluded that reasonable assurances have been provided that all available water conservation measures will be implemented for the proposed use pursuant to 10.3, A.H., provided the permittee complies with the conditions recommended for this permit.

Environmental or Economic Harm:

In order for a use to be considered reasonable-beneficial, the environmental or economic harm caused by the proposed consumptive use must be reduced to an acceptable amount. This golf course has been using reclaimed water as its primary source of irrigation since inception (1994) and has only nominally used surface/stormwater from an wholly owned lake for back-up purposes when reclaimed water flows were disrupted. Based on this information, staff concludes that the applicant has provided reasonable assurance that the proposed withdrawals will not cause unacceptable environmental harm to wetlands or surface waters for the duration of this permit pursuant to Sections 9.4.3, A.H. and 10.3(d), A.H.

Interference with Existing Legal Uses of Water:

Staff does not anticipate this project will interfere with any existing legal uses since the applicant is proposing to use reclaimed water as the primary source of water for irrigation with surface/stormwater from an internal lake as back-up. This project has a long-term historical use with no reported interference with existing legal uses as a result of past withdrawals at this site. Staff concluded that reasonable assurances have been provided that the permitted use will not cause an interference to any existing legal use of water pursuant o section 9.2, A.H., provided the permittee complies with the conditions recommended for this permit.

Public Interest:

Staff evaluated the permit application in terms of whether or not the consumptive use is consistent with the public interest. The primary source of irrigation water at Forest Lake Golf Club is reclaimed water with surface/stormwater from an internal lake for back-up. The proposed use is beneficial to the well-being of the people who will work and live in the vicinity of Forest Lake Golf Club and it is not anticipated to be detrimental to the water resource in the area. Staff concluded that reasonable assurances have been provided that the proposed use is consistent with the public interest pursuant to section 9.3, A.H., provided the permittee complies with the conditions recommended for this permit.

PERMIT DURATION:

The applicant has requested a 20-year permit pursuant to section 373.236(1), F.S. Based on this request and on a consideration and balancing on the factors in Section 6.5.1 of the Applicant's Handbook, the staff is recommending a duration for this permit of 20 years as the applicant has provided reasonable assurances that the conditions for issuance will be met for this period. District staff recommends a permit duration of 20 years with 5, 10 and 15-year compliance reports to verify that the applicant is maximizing the use of reclaimed water, that water use remains efficient, and that the permittee has implemented all available water conservation measures feasible for the given type of use. Reasonable assurances have been provided that the water use, as limited by

the proposed permit conditions, meets the requirements for permit issuance for the 20-year duration.

ATTACHMENT A

Pumps Detail					
District ID	**Station Name**	**Capacity (in GPM)**	**Source**	**Status**	**Use Type**
24611	2 - Transfer Pump	700	Forest Lake	Active	Back-up
24633	1 - Irrigation Pond	2000	Pond #3	Active	Golf Course Irrigation

Connection Points Detail				
District ID	**Station Name**	**Source**	**Status**	**Use Type**
24791	Reclaimed Water	Ocoee/Winter Garden	Active	Golf Course Irrigation

Conditions

1. District authorized staff, upon proper identification, will have permission to enter, inspect, and observe permitted and related facilities in order to determine compliance with the approved plans, specifications, and conditions of this permit.

2. Nothing in this permit should be construed to limit the authority of the St. Johns River Water Management District to declare a water shortage and issue orders pursuant to Section 373.175, Florida Statutes, or to formulate a plan for implementation during periods of water shortage, pursuant to Section 373.246, Florida Statutes. In the event a water shortage is declared by the District Governing Board, the permittee must adhere to the water shortage restrictions as specified by the District, even though the specified water shortage restrictions may be inconsistent with the terms and conditions of this permit.

3. Prior to the construction, modification, or abandonment of a well, the permittee must obtain a Water Well Construction Permit from the St. Johns River Water Management District, or the appropriate local government pursuant to Chapter 40C-3, Florida Administrative Code. Construction, modification, or abandonment of a well will require modification of the consumptive use permit when such construction, modification, or abandonment is other than that specified and described on the consumptive use permit application form.

4. Leaking or inoperative well casings, valves, or controls must be repaired or replaced as required to eliminate the leak or make the system fully operational.

5. Off-site land uses existing at the time of permit application may not be significantly adversely impacted as a result of the consumptive use. If unanticipated significant adverse impacts occur, the District shall revoke the permit in whole or in part to curtail or abate the adverse impacts, unless the impacts can be mitigated by the permittee.

6. The District must be notified, in writing, within 30 days of any sale, conveyance, or other transfer of a well or facility from which the permitted consumptive use is made or with in 30 days of any transfer of ownership or control of the real property at which the permitted consumptive use is located. All transfers of ownership or transfers of permits are subject to the provisions of section 40C-1.612.

7. A District issued identification tag shall be prominently displayed at each withdrawal site by permanently affixing such tag to the pump, headgate, valve, or other withdrawal facility as

provided by Section 40C-2.401, Florida Administrative Code. Permittee shall notify the District in the event that a replacement tag is needed.

8. The permittee's use of water as authorized by this permit shall not cause an interference with an existing legal use of water as defined in District rules. If interference occurs, the District may revoke the permit in whole or in part to abate the adverse impact unless otherwise mitigated by the permittee. In those cases where other permit holders are identified by the District as also contributing to the interference, the permittee may choose to mitigate in a cooperative effort with these other permittees. The permittee shall submit a mitigation plan to the District, and obtain District approval, prior to implementing any mitigation.

9. The permittee shall use the lowest quality water source, such as reclaimed water, surface/storm water, or alternative water supply, to supply the needs of the project when deemed feasible pursuant to District rules and applicable state law.

10. All irrigation shall be in conformity with the requirements set forth in subsection 40C-2.042(2), F.A.C.

11. If chemicals are to be injected into the irrigation system, the permittee shall install and maintain a backflow prevention device on all wells or surface pumps that are connected to the irrigation system.

12. The permittee's consumptive use shall not adversely impact wetlands, lakes, and spring flows or contribute to a violation of minimum flows and levels adopted in Chapter 40C-8, F.A.C., except as authorized by a SJRWMD-approved minimum flow or level (MFL) recovery strategy. If unanticipated significant adverse impacts occur, the SJRWMD shall revoke the permit in whole or in part to curtail or abate the adverse impacts, unless the impacts are mitigated by the permittee pursuant to a District-approved plan.

13. The permittee's consumptive use shall not adversely impact wetlands, lakes, and spring flows or contribute to a violation of minimum flows and levels adopted in Chapter 40C-8, F.A.C., except as authorized by a SJRWMD-approved minimum flow or level (MFL) recovery strategy. If unanticipated significant adverse impacts occur, the SJRWMD shall revoke the permit in whole or in part to curtail or abate the adverse impacts, unless the impacts are mitigated by the permittee pursuant to a District-approved plan.

14. All submittals made to demonstrate compliance with this permit must have the CUP number 2-095-3391-5 plainly labeled.

15. This permit will expire October 15, 2029.

16. Maximum annual reclaimed water withdrawals from the Irrigation Pond, for golf course turf irrigation type use, must not exceed 136.4 million gallons (0.37 million gallons per day annual average). The maximum annual allocation of 136.4million gallons can be exceeded if there is an excess of treated effluent available in the distribution system and there are no additional reuse customers available to the reclaimed water provider(s).

17. Maximum annual surface/stormwater withdrawals from Forest Lake for golf course turf irrigation type use must not exceed 34.5 million gallons (0.094 million gallons per day annual average). The use of surface/storm water is designated for back-up supply only. The use of surface/storm water to augment the irrigation system when effluent is available is prohibited.

18. The permittee must implement the conservation plan approved by the District in accordance with the schedule contained therein.
19. The permitte must conduct an annual water audit of reclaimed water delivered to and dispersed from the Irrigation Pond at the golf course. The water audit must include, for the previous calendar year, all reclaimed water delivered to the Irrigation Pond or RIBS No. 1 and 2 from the City of Ocoee and/or City of Winter Garden; water dispersed from the Irrigation Pond via Submeters No.'s 1 through 5; and surface/stormwater transfered from Forest Lake to the Irrigation Pond via Submeter No. 6. All meters must be read monthly and tabulated on an annual basis. The water audit must be submitted to District annually beginning on February 15, 2011 for the duration of the permit.

20. Total withdrawals from Pump No. 1 (GRS No. 24633) , also called Submeter No. 1 which measures water withdrawn from the Irrigation Pond for golf course irrigation and Pump No. 2 (GRS No. 24611), also called Submeter No. 6 which measures water transfered from Forest Lake to the Irrigation Pond, must be recorded continuously, totaled monthly, and reported to the District at least every six months for the duration of this permit using District Form No. EN-50. The reporting dates each year will be as follows:

Reporting Period	Report Due Date
January - June	July 31
July - December	January 31.

21. The permittee must maintain all meters. In case of failure or breakdown of any meter, the District must be notified in writing within 5 days of its discovery. A defective meter must be repaired or replaced within 30 days of its discovery.
22. The permittee must have the meters on Pump No. 1 (GRS No. 24633 (Submeter No. 1)) and Pump No. 2 (GRS No. 24611 (Submeter No. 6)) checked for accuracy once every 3 years within 30 days of the anniversary date of permit issuance, and recalibrated if the difference between the actual flow and the meter reading is greater than 5%. District Form

No. EN-51 must be submitted to the District within 10 days of the inspection/calibration.

23. Golf courseirrigation is prohibited between the hours of 10:00 a.m. and 4:00 p.m., except as follows:
a) Irrigation using a micro-spray, micro-jet, drip or bubbler irrigation system is allowed anytime.
b) The use of water for irrigation from a reclaimed water system is allowed anytime. For the purpose of this paragraph, a reclaimed water system includes systems in which the primary source is reclaimed water, which may or may not be supplemented by water from another source during peak demand periods.
c) The use of recycled water from wet detention treatment ponds for irrigation is allowed anytime provided the ponds are not augmented from any ground or off-site surface water or public supply sources.
d) Irrigation of newly planted, seeded or sprigged golf cousrse greens, tees, fairways and primary roughs is allowed at any time of day of day for one 60-day period.
e) Watering in of chemicals, including insecticides, pesticides, fertilizers, fungicides and herbicides when required by law, the manufacturers, or best management practices within 24 hours of application. Watering in of chemicals should not exceed 1/4 inch of water per application except as otherwise required by law, manufacturer, or best management practices.
f) Irrigation systems may be operated any time of day for maintenance and repair purposes not to exceed 20 minutes per hour per irrigation zone.
g) Irrigation using a hand-held hose equipped with an automatic shut-off nozzle is allowed anytime.
h) Discharge of water from a water-to-air air conditioning unit or other water dependent cooling system is not limited.

24. The permittee shall submit, to the District, a compliance report pursuant to subsection 373.236(4), F.S., every 5 years during the term of the permit. The permittee shall submit the report by October 15th of 2014, 2019, 2024. The report shall contain sufficient information to demonstrate that the permittee's use of water will continue, for the remaining duration of the permit, to meet the conditions for permit issuance set forth in the District rules that existed at the time the permit was issued for 20 years by the District. At a minimum, the compliance report must a) meet the submittal requirements of section 4.2 of the Applicant's Handbook: Consumptive Uses of Water, March 8, 2009; b) document that the permittee is maximizing the use of reclaimed water; c) that water use remains efficient; and d) that the permittee has implemented all feasible water conservation measures.

The Wekiwa and Rock Springs Basin Action Management Plan (BMAP) is scheduled to be adopted later this summer (2025). As part of its development FDEP has calculated nutrient loads and nutrient load reduction requirements for the basin. The golf course lease will include a requirement that all available programs must be implemented to reduce its nutrient load. The BMAP outlines requirements for golf courses. Below is an excerpt and Appendix H is attached.

"All golf courses within the BMAP are required to follow the 2021 DEP Golf Course BMP Manual and submit for approval a final nutrient management plan (NMP) to DEP within two years of BMAP adoption, and to follow their plan."

2.8.1 Golf Courses

All golf course superintendents within the BMAP must obtain a certification for golf course BMPs (UF-IFAS Florida Golf Course Best Management Practices Program) under section 403.9339 F.S. and all golf courses must implement the BMPs described in the DEP golf course BMP manual, *Best Management Practices for the Enhancement of Environmental Quality on Florida Golf Courses (DEP, 2021)*. All golf courses located within a BMAP are required to submit an NMP to DEP that is designed to sustain even plant growth while minimizing excessive growth and nutrient losses. Required information for the NMP is available in **Appendix H**. A draft NMP must be submitted to DEP within one year of BMAP adoption and a final document is due two years after adoption. All soil, water and tissue sampling must include appropriate nitrogen and phosphorous analyses.

Appendix H: Golf Course NMPs

The fertilizers used to maintain golf courses can be significant sources of nutrients in watersheds that are impaired for nitrogen and/or phosphorous. To achieve the TMDL target(s), all nutrient sources need to reduce their nutrient loading. Similar to other sources, golf courses are required to implement management strategies to mitigate their nutrient loading and be in compliance with the BMAP. Florida BMAPs are adopted by Secretarial Order and therefore legally enforceable by the DEP. Requirements for golf courses located in BMAPs are below.

1. Golf Course BMP Certification, Implementation, and Reporting.

   a. In areas with an adopted BMAP, all golf courses must implement the BMPs described in DEP's golf course BMP manual, *Best Management Practices for the Enhancement of Environmental Quality on Florida Golf Courses* (DEP, 2021).

   b. At minimum, the superintendent for each golf course must obtain and maintain certification through the UF-IFAS Florida Golf Courses Best Management Practices Program. It is highly recommended that course managers and landscape maintenance staff also participate in the certification program to ensure proper BMP implementation and understanding of nutrient-related water quality issues and the role of golf courses in water quality restoration and protection. By no later than January 14, 2026, the golf course superintendents must confirm to DEP whether they have completed the certification. Certification must be completed by December 31, 2026. This certification must be renewed every four years.

   c. Beginning in 2026 a nutrient application record (fertilizer, reuse, etc.) must be submitted each year during the BMAP statewide annual reporting process.

   d. Fertilizer rates should be no greater than the UF-IFAS recommendations to help prevent leaching. This includes nutrients from reuse or any other source applied. If a facility uses fertilizer rates greater than those in the BMP manual they are required to conduct water quality monitoring prescribed by DEP or WMD that demonstrates compliance with water quality standards (**Table H-1**).

   e. Example golf course BMPs applicable to protecting water quality are listed below.

      - Use slow release fertilizer to prevent volatilization.
      - Use of lined media in stormwater features.
      - Use of denitrification walls.
      - Use of rain gardens.
      - Use of tree boxes.

- Use of bioswales.

Table H-1. Nutrient ranges for warm-season turfgrass species

Note: For more information refer to the Best Management Practices for the Enhancement of Environmental Quality on Florida Golf Courses (DEP, 2021).

Nutrient	Bermudagrass (%)	St. Augustinegrass (%)	Seashore Paspalum (%)	Centipedegrass (%)	Zoysia (%)
N	1.95 - 4.63	1.53 - 2.41	2.80 -3.50	1.5 - 2.9	2.04 - 2.36
P	0.15 - 0.43	0.30 - 0.55	0.30 - 60	0.18 - 0.26	0.19 - 0.22
Potassium (K)	0.43 - 1.28	1.1 - 2.25	2.00 - 4.00	1.12 - 2.50	1.05 - 1.27
Calcium (Ca)	0.15 - 0.63	0.24 - 0.54	0.25 - 1.50	0.50 - 1.15	0.44 - 0.56
Magnesium (Mg)	0.04 - 0.10	0.20 - 0.46	0.25 - 0.60	0.12 - 0.21	0.13 - 0.15
Sulfur (S)	0.07 - 0.02	0.15 - 0.48	0.20 - 0.60	0.20 - 0.38	0.32 - 0.37
Sodium (Na)	0.05 - 0.17	0.00 - 0.17	-	-	-

2. All golf courses located within a BMAP are required to submit a NMP that is designed to, while maintaining even plant growth, prevent nutrient losses to the Floridan aquifer and surrounding surface waters. A draft NMP must be submitted to DEP within one year of BMAP adoption and a final document is due two years after adoption. The NMP must include the following:

a. A brief description of the goals of the nutrient management plan.
This should be a paragraph that describes the goals of your NMP. Talk about how you are managing for high quality turf and water quality. Remember your goal is to protect water quality while maintaining the golf course in premium condition.

b. Identification of areas where nutrient applications will be made including greens, tees, fairways and roughs.
Discuss the areas of the course where you plan to use fertilizer, and why. Also discuss the areas that do not need or get any fertilizer applications.
Include a GIS shapefile identifying all of these areas.
Complete the table(s) detailing your nutrient application practices.

Turf Details

Turf Type	Turf Species	Acreage
Tees		
Greens		
Fairways		
Roughs		
Totals		

Fertilizer Applications

Month	Turf Type	TN Application Rate (lbs/acre)	TP Application Rate (lbs/acre)	Number of Applications	Total TN Applied (lbs/acre)	Total TP Applied (lbs/acre)
January	Tees					
	Greens					
	Fairways					
	Roughs					
February	Tees					
	Greens					
	Fairways					
	Roughs					
March	Tees					
	Greens					
	Fairways					
	Roughs					
April	Tees					
	Greens					
	Fairways					
	Roughs					
May	Tees					
	Greens					
	Fairways					
	Roughs					
June	Tees					
	Greens					
	Fairways					
	Roughs					
July	Tees					
	Greens					
	Fairways					
	Roughs					
August	Tees					
	Greens					
	Fairways					
	Roughs					
September	Tees					
	Greens					
	Fairways					
	Roughs					
October	Tees					

Month	Turf Type	TN Application Rate (lbs/acre)	TP Application Rate (lbs/acre)	Number of Applications	Total TN Applied (lbs/acre)	Total TP Applied (lbs/acre)
	Greens					
	Fairways					
	Roughs					
November	Tees					
	Greens					
	Fairways					
	Roughs					
December	Tees					
	Greens					
	Fairways					
	Roughs					
Totals						

Amount of Reuse/Reclaimed Water Applied

*Supply reuse/reclaimed water volumes applied, if applicable.

	Reuse/Reclaimed Water Quantity (Gallons)	Monthly Average TN (mg/L)	Monthly Average TP (mg/L)	Quantity of TN Applied (lbs)	Running Total of TN Applied per Acre (lbs/acre)	Quantity of TP Applied (lbs)	Running Total of TP Applied per Acre (lbs/acre)
January							
February							
March							
April							
May							
June							
July							
August							
September							
October							
November							
December							
Totals							

Are any other sources of nutrients (i.e. manure, etc.) applied to the grounds? If so, please detail in a table similar to the reuse and fertilizer tables.

c. Soil sampling methods and results for each area receiving fertilizer applications. Areas receiving fertilizer applications shall be sampled once every three years. Soil samples

shall be collected and analyzed according to UF-IFAS/DEP recommendations or standard industry practice. Soil samples shall be analyzed, at minimum, for:

1. Nitrogen
2. Phosphorus

Describe existing soil sampling here. Describe what your planned soil sampling schedule looks like. Have you been soil testing for years already? Please describe. If you are just getting started with soil testing the course, you can discuss that. What parts of the course are priority?
If soil samples from areas of similar soil, fertilizer use and management are combined, then describe that process and justify why you feel they are similar enough to combine into a "representative" sample. That's fine, just describe why.
Keep all soil test results (or copies of them) in this file as part of your nutrient management plan. Please do not send them in to DEP individually. If you've been soil testing for years, remember to add copies of all those past results to your NMP file.

d. Water quality sampling methods and results. Water quality sampling and analysis should be conducted in accordance with DEP's Standard Operating Procedures. Water quality samples shall be analyzed, at minimum, for:

1. Nitrogen
2. Phosphorus.

Describe your existing water quality sampling here. Describe what your planned water quality sampling schedule looks like. Have you been sampling for years already? If you are just getting started with soil testing the course, you can discuss that. What parts of the course are priority?

Keep all water quality test results (or copies of them) in this file as part of your nutrient management plan. Please do not send them in to DEP individually. If you've been testing for years, remember to add copies of all those past results to your NMP file.

e. Tissue sampling methods and results. Tissue samples shall be collected and analyzed according to UF-IFAS/DEP recommendations or standard industry practice.

Describe existing tissue sampling plan here. Keep all test results (or copies of them) in this file as part of your nutrient management plan. Please do not send them in to DEP individually. If you've been testing for years, remember to add copies of all those past results to your NMP file.

f. Soil, tissue and water quality sample results shall be maintained for a minimum of 5 years. Please provide records.

When developing new (or expanding) golf courses, pre- and pos- monitoring should be implemented in accordance with UF-IFAS/DEP recommendations.

Appendix I. Agricultural Enrollment and Reductions

FDACS provided the information for this appendix for each BMAP. The information in this appendix does not represent DEP's position.

Agricultural Landowner Requirements

Section 403.067, F.S., requires agricultural producers and landowners located within BMAP areas to either enroll in the FDACS Best Management Practices (BMP) Program and properly implement BMPs applicable to their property and operation or to conduct water quality monitoring activities as required by Rule Chapter 62-307, F.A.C. Producers or agricultural landowners who are enrolled in the FDACS BMP Program and are properly implementing the applicable BMPs identified on the BMP Checklist, or who are in compliance with the Equivalent Program requirements of Rule Chapter 5M-1, F.A.C., are entitled to a presumption of compliance with state water quality standards per section 403.067(7)(c)3., F.S.

FDACS Office of Agricultural Water Policy (OAWP) BMP Program

Best Management Practices (BMPs) Definition

For the purposes of the OAWP BMP Program, the term "best management practice" means a practice or combination of practices determined based on research, field-testing, and expert review, to be the most effective and practicable on-location means, including economic and technological considerations, for improving water quality in agricultural discharges. Section 403.067, F.S., requires that BMPs reflect a balance between water quality improvements and agricultural productivity. FDACS works closely with the FDEP, water management districts (WMDs), industry experts, and academic institutions to understand the environmental and agronomic effects addressed by BMPs.

Section 403.067, F.S., authorizes and directs FDACS to develop and adopt by rule BMPs that will help Florida's agricultural industry achieve the pollution reductions allocated in BMAPs. To date, FDACS OAWP has adopted 11 commodity specific BMP manuals by rule, covering cattle, citrus, equine, dairy, nurseries, poultry, sod, small farms and specialty livestock, specialty fruit and nut, vegetable and agronomic crops, and wildlife operations. All OAWP BMP manuals are periodically revised, updated, and subsequently reviewed and preliminarily verified by DEP before re-adoption. BMPs serve as part of a multidisciplinary approach to water resource restoration and protection that includes public/private partnerships, landowner agreements and regional treatment technologies, which together form the comprehensive strategy needed to meet the goals established in BMAPs.

Enrolling in a FDACS BMP Program

To initially enroll in the FDACS BMP Program, agricultural landowners and producers must meet with an FDACS representative on site to determine the appropriate practices that are applicable to their operation(s) and to document the BMPs on the Notice of Intent (NOI) and BMP Checklist. FDACS representatives consider site-specific factors when determining the applicability of BMPs

including commodity type, topography, geology, location of production, soil type, field size, and type and sensitivity of the ecological resources in the surrounding areas. Producers collaborate with the FDACS representative to complete an NOI to implement the BMPs and the BMP Checklist from the applicable BMP manual.

Once the NOI and Checklist are completed, signed, and submitted to OAWP, the producer is formally enrolled in the BMP Program. Because many agricultural operations are diverse and are engaged in the production of multiple commodities, a landowner may sign multiple NOIs for a single parcel. Producers must properly implement all applicable BMPs as soon as practicable, but no later than 18 months after completion and execution of the NOI and associated BMP Checklist.

Enrollment Prioritization

To address the greatest resource concerns, OAWP utilizes a phased approach based on commodity type, irrigation, and agricultural acreages, while ensuring that all entities identified as agriculture will be notified. Enrollment efforts have previously focused on enrolling parcels that are most impactful to water quality including parcels containing many agricultural acres, irrigated acres, or more intense agricultural land uses.

Implementation Verification

Section 403.067, F.S., requires FDACS to conduct an Implementation Verification (IV) site visit at least every two years to ensure that agricultural landowners and producers are properly implementing the applicable BMPs identified in the BMP Checklist. An IV site visit includes: review and collection of nutrient application records that producers must maintain to demonstrate compliance with the BMP Program; verification that all other applicable BMPs are being properly implemented; verification that any cost shared practices are being properly implemented; and identification of potential cost share practices, projects or other applicable BMPs not identified during enrollment. During the IV site visit, FDACS representatives also identify opportunities for achieving greater nutrient, irrigation, or water resource management efficiencies, including opportunities for water conservation. Procedures used to verify the implementation of agricultural BMPs are outlined in Rule 5M-1.008, F.A.C.

Nutrient Application Records

Enrolled landowners and producers are required to keep records on the total pounds of nitrogen (N) and phosphorus (P) fertilizer from all sources that are applied to their operations to comply with BMP program requirements, including AA bio-solids. Nutrient records from Class A or B biosolids applied in accordance with Chapter 62-640, F.A.C. are collected through the DEP permitting process as described in 5M-1.008(5). FDACS will collect information pertaining to these records for a two-year period identified when an IV site visit is scheduled. OAWP adopted a Nutrient Application Record Form (NARF) (FDACS-04005, rev. 06/24, incorporated in 5M-1.008(4), F.A.C.), to help simplify the record keeping requirement. The form is available under Program Resources at https://www.fdacs.gov/Agriculture-Industry/Water/Agricultural-Best-

Management-Practices. As these records relate to processes or methods of production, costs of production, profits, other financial information, fertilizer application information collected during an IV site visit is considered confidential and may be exempt from public records under chapters 812 and 815, Florida Statutes (F.S.), and Section 403.067, F.S. In accordance with subsection 403.067(7)(c)5., F.S., FDACS is required to provide DEP the nutrient application records.

Compliance Enforcement

If multiple efforts to contact agricultural landowners and producers within BMAPs about enrollment in the BMP Program are unsuccessful or if the landowner or producer chooses not to enroll in the BMP Program FDACS refers them to DEP for enforcement action per Section 403.067(7)(b), F.S.

If a producer is enrolled in the FDACS BMP program and the producer chooses not to properly implement the applicable BMPs, FDACS representatives provide the landowner or producer with a list of corrective measures and the timeframes within which they must be implemented. If a landowner or producer does not cooperate with FDACS to identify or implement corrective or remedial measures, or refuses an IV site visit, FDACS refers them to DEP for enforcement action after attempts at corrective and remedial action are exhausted. Chapter 5M-1, F.A.C. outlines the process to ensure compliance with the BMP Program requirements.

Equivalent Programs

Enrollees operating under one of the Equivalent Programs listed in Rule 5M-1.001(7), F.A.C., are required to complete an NOI and meet the other requirements for Equivalent Programs specified in Rule Chapter 5M-1, F.A.C. Compliance with BMPs on the area(s) of the NOI property subject to the Equivalent Program instrument is demonstrated by fulfilling the requirements of Rule 5M-1.008(8), F.A.C. An Enrollee under an Equivalent Program listed in Rule 5M-1.001(7)(a)-(b), F.A.C., that is not required to complete a BMP Checklist is not subject to IV site visits. For Enrollees under an Equivalent Program listed in Rule 5M-1.001(7)(a)-(b), F.A.C., implementation verification shall be undertaken by the agency that issued the permit pursuant to its statutory and/or rule authority.

Other FDACS BMP Programs

FDACS implements other regulatory programs that help minimize nonpoint source pollution from agricultural activities.

Aquaculture

The FDACS Division of Aquaculture develops and enforces regulations governing the commercial aquaculture industry in Florida. Chapter 597, F.S., Florida Aquaculture Policy Act, requires Floridians who engage in commercial aquaculture to annually acquire an Aquaculture Certificate of Registration and implement all applicable Aquaculture Best Management Practices listed in Rule Chapter 5L-3.004, F.A.C. Facilities with certain production and discharge rates also require an NPDES permit from DEP. The Aquaculture BMPs were last updated by rule in

November, 2024

Re: Forest Lake Golf Club Irrigation Report

Forest Lake Golf Club was established in 1994. The irrigation system is now 30 years old. The irrigation system was designed by Charles Hippleheuser at Florida Irrigation Supply. The irrigation equipment is manufactured by Rain Bird Corporation. The golf course is an effluent disposal site and the irrigation system was originally designed to dispose of 2 million gallons of effluent per day. The original sprinklers installed were Rain Bird 91DR's and 95 DR's in order to meet the required 2 million gpd. Over the years those sprinklers have been replaced by Rain Bird 900E and 950E sprinklers as the disposal requirement dropped from 2 million gpd to under 1 million gpd. The irrigation control system is a Rain Bird Nimbus computer-controlled system with PAR+ES controllers, which replaced the original PAR+ controllers about 5 years ago. The irrigation system was installed by Landirr, Inc., Sanford, FL. The original 2,250 g.p.m. Syncroflo Pump Station was replaced by a Rain Bird 2,250 g.p.m. Pump Station in 2004.

The irrigation system today is in pretty good condition. The PVC pipe is in good condition. There have been no major incidents with the mainline piping nor the lateral piping. The centrally controlled computer is in very good condition. The central controller does not have a Freedom System nor a MI system to communicate to the system wirelessly.

The irrigation system has over 900 sprinklers. Only two greens have sprinklers that are in- and-out part circles. The sprinklers are in pretty good condition.

There are four 120-volt power sources: The clubhouse, the maintenance facility, the pump station and a power pole at the 14th tee. The largest power wire is #8 or #10. The power wire is not in good condition with too many splices.

The Maxi communication wire is #14 and is installed from the central controlled MIM in the office trailer to all the controllers on the golf course. The Maxi wire is not in good condition with too many splices. The golf controllers could use better grounding.

Overall, the golf course irrigation system is in pretty good condition. we would recommend replacing the power wire, the Maxi wire, upgrading the grounding, in-and-out part circle sprinklers on the greens, replace all isolation valves and a way to communicate to the course wirelessly.

2101 Cantu Court, Sarasota FL 34232-6242
941.377.6777. 800.486.8873. Fax 941.371.2967

300 Technology Park, Lake Mary FL 32746
407.333.3600 · Fax 407.333.9246

7037-37 Commonwealth Avenue, Jacksonville, FL 32220
904.783.0500 · Fax 904.783.3835

January 10, 2025

Subject: **Forest Lake Irrigation System**

Dear Mr. Nick Donleavy

Upon review of the Forest Lake irrigation report there are two possible options to improve the irrigation. Both options should extend the life of the system for another 20 years. We estimate a 20-year life cycle as typically when PVC pipe is 50 years old it is at the end of its useful life. Option one will have higher long-term expenses due to the aging of the sprinkler heads. In this option we are reusing the existing heads. The heads have been replaced overtime at Forest Lake, but replacement was performed randomly with varying dates of replacement. Heads will fail over time at different rates and repairs will have to occur upon failure.

Option One-20-year extension with increase repair and maintenance

We would replace the existing satellites with new radio-controlled satellites. This would eliminate the need for the communication wire (Maxi). We want to eliminate the communication wire as this is a pathway for lighting to enter the system. We are also replacing the satellites to expand the station counts within the satellites to accommodate the outers on the greens.

The new Controllers will be covered by a 2-year warranty.

Replace the power wire with new power wire pulled in with minimal disruption

Install new sprinklers and control wires on the greens for outer control and improved efficiency.

The central computer will need replacing. Computer replacement should be done approximately every 8 years as the operating system ages out and no longer accepts security updates.

Allow operation of the irrigation system via cellular phone

Approx cost 500k

Initials: _____

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Option Two-20 year with reduced repair and maintenance

Replace the System with a new 2 wire system. The new two wire system eliminates the need for controllers and power wire. The new system communicates to the heads via a module on the side of the heads. Wire will be pulled to all the sprinkler heads including the additional heads on the greens.

With this option every head would be replaced, and the system would carry a five-year warranty excluding the pipe. Having all the heads replaced will ensure fewer breakdowns and unexpected repairs of sprinkler heads that have stopped working.

The system will be cheaper to maintain as there are no controllers to service and all the heads will be ageing under the same time frame.

The central computer will be replaced. Computer replacement should be done approximately every 8 years as the operating system ages out and no longer accepts security updates.

Allow operation of the irrigation system via cellular phone

True two-way communication with real-time feedback from the sprinkler heads. Electrically the system will be able to know how long a sprinkler ran and ran the desired time.

Approx Cost 1,000,000

If have any question or would like to discuss the options further please do not hesitate to contact me.

Sincerely,

Andrew Johnston

Andrew Johnston

Irrigation Territory Manager

Wesco Turf Inc.

Initials: _____

April 25, 2025

Dear Customer:

Attached is the documentation package for the Assignment and Assumption of Contract No. 99005307-1. Please ensure all forms are completed and signed. Our goal is to help you complete your transaction as quickly as possible. The documents must be returned before the next payment due date to avoid an additional Assignment and Assumption Fee. Please follow these guidelines for the fastest processing:

1. The attached documents must be signed (where indicated) by the Assignee and Assignor of the existing contract with PNC Bank, National Association. The Assignee is the new customer who is agreeing to take all present and future rights, interests, duties, obligations, and liabilities under the existing contract from the existing customer or Assignor. The documents must be signed by an authorized signer as outlined below:

Business Type:	Authorized Signors:
Sole Proprietorship	Owner
Partnership	Partner
Limited Liability Company	Manager or Member
Corporation	President or other authorized corporate officer

2. The items checked below must be returned with the signed Document Package:

   ☒ A certificate of insurance meeting the requirements outlined in the attached Insurance Requirements

   ☒ A non-refundable assignment and assumption fee in the amount of $ 400.00 for the assignment of up to 5 Schedules. This fee will be billed as part of your first invoice.

3. The executed Documentation Package must be returned as follows:

   ☒ The executed Documentation Package may be sent to us electronically to:

   Techfinance@leaserv.com

PLEASE NOTE: Electronics signatures will be accepted up to $1,000,000.

Important Information About Procedures for Opening a New Account (Your Loan/Lease). To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify, and record information that identifies each person who opens an account (your loan/lease). What this means for you: When you open an account (your loan/lease), we will ask for your name, address, date of birth, and other information that will allow us to identify you. We may also ask to see your driver's license or other identifying documents.

Based on the USA PATRIOT Act and other "know your customer" and anti-money laundering rules and regulations, if this transaction requires funding to anyone other than your equipment vendor, you may be asked to deliver certifications of beneficial owners, and this may delay funding until received.

Thank you for choosing PNC Bank, National Association for your financing needs. We appreciate your business. If we can be of assistance, please contact our Customer Service Department at 800-559-2755 or customercare@leaserv.com.

Lease
25 Electric Carts
* WILL BE ASSUMED BY
NEW OPERATOR

ASSIGNMENT AND ASSUMPTION AGREEMENT

Assignor: **Name: Forest Lake Golf Club, LLLP** **Address:** **10521 Clarcona Ocoee Road** **Apopka, FL 32703**	**Assignee:** **Name: SSS Twin Rivers OPCO LLC** **Address:** **2100 Ekana Dr** **Oviedo, FL 32765**
Guarantor: N/A	**Guarantor: N/A**
Company: **PNC Bank, National Association** **655 Business Center Drive** **Horsham, PA 19044**	**Contract:** **Agreement Number: 99005307-1** **Monthly Payments Remaining: 27** **Monthly Payment Amount:** **$2,952.70 (plus applicable taxes)**
Effective Date: **5/15/2025**	**End of Term Option:** **[X] FMV [ ] $1 out [ ] Other:**

Equipment:

Quantity	Description	Serial No.
1	2022 E-Z-GO RXV ELiTE	5680082
1	2022 E-Z-GO RXV ELiTE	5680089
1	2022 E-Z-GO RXV ELiTE	5680093
1	2022 E-Z-GO RXV ELiTE	5680075
1	2022 E-Z-GO RXV ELiTE	5680097
1	2022 E-Z-GO RXV ELiTE	5680084
1	2022 E-Z-GO RXV ELiTE	5680094
1	2022 E-Z-GO RXV ELiTE	5680085
1	2022 E-Z-GO RXV ELiTE	5680095
1	2022 E-Z-GO RXV ELiTE	5680096
1	2022 E-Z-GO RXV ELiTE	5680086
1	2022 E-Z-GO RXV ELiTE	5680083
1	2022 E-Z-GO RXV ELiTE	5680087
1	2022 E-Z-GO RXV ELiTE	5680080
1	2022 E-Z-GO RXV ELiTE	5680091
1	2022 E-Z-GO RXV ELiTE	5680073
1	2022 E-Z-GO RXV ELiTE	5680079
1	2022 E-Z-GO RXV ELiTE	5680074
1	2022 E-Z-GO RXV ELiTE	5680092
1	2022 E-Z-GO RXV ELiTE	5680077
1	2022 E-Z-GO RXV ELiTE	5680076
1	2022 E-Z-GO RXV ELiTE	5680078
1	2022 E-Z-GO RXV ELiTE	5680090
1	2022 E-Z-GO RXV ELiTE	5680088
1	2022 E-Z-GO RXV ELiTE	5680081

THIS ASSIGNMENT AND ASSUMPTION AGREEMENT ("Agreement") dated the 29th day of April, 2025, is by and between Assignor and Assignee and regards Assignor's assignment to Assignee and Assignee's assumption, effective as of the Effective Date, of all of Assignor's rights, duties and obligations

under the Contract.

WHEREAS, Company has financed or leased to Assignor and Assignor has financed or leased from Company, subject to and in accordance with the terms, conditions and provisions of the Contract, certain Equipment described in the Contract, a true and complete copy of which is attached hereto, made a part hereof and marked Exhibit "A"; and

WHEREAS, Company is the legal owner of the Contract; and

WHEREAS, Assignor wishes to sell and Assignee wishes to buy all and whatever interest Assignor has in and to the Contract and the Equipment, and Assignee acknowledges that it has received a true and correct copy of the Contract;

WHEREAS, Assignee desires to accept the assignment from Assignor of and to assume all rights, duties and obligations of Assignor under the Contract, effective as of the Effective Date; and

WHEREAS, the Contract provides that Assignor may not assign, sublease or dispose of the Equipment or any interest therein or in the Contract without the prior written consent of Company.

NOW, THEREFORE, for the reasons recited above and in consideration of the mutual covenants contained herein, Assignor and Assignee and the Guarantor(s), if any, intending to be legally bound agree as follows:

1. In consideration of the foregoing and for other good and valuable consideration, the receipt of which is hereby acknowledged, Assignor hereby and by these presents does grant and convey unto Assignee, all of Assignor's right, title and interest in and to the Contract and Equipment, to have and to hold the same unto Assignee, his or its heirs, executors, administrators, successors and assigns forever, subject, however, to the Contract and all the terms, conditions and provisions thereof, and upon the condition that the appended Form of Consent to such sale is executed and delivered by Company. In addition, Assignee agrees to assume all obligations of Assignor to Company under the Contract as the same may be set forth in the Contract.

2. To induce Company to execute and deliver the appended Form of Consent to such sale and in consideration of its so doing, Assignee hereby promises to perform all of the duties and obligations of Assignor under the Contract, including without limitation, to abide by the end of term options as stated in the Contract (if a lease), pay the monthly payments remaining unpaid as stated above and pay any accrued but unpaid late fees, taxes or insurance charges to Company, its successors and assigns. Assignee hereby unconditionally assumes, becomes a party to and agrees to perform and pay the Contract as though Assignee were to all intents and purposes the lessee named in the Contract. Assignee agrees not to assert against Company any defense, setoff, recoupment, claim or counterclaim which he or it might have against Assignor arising from the aforesaid sale. Assignor and Assignee hereby waive and discharge any defense or claim each or both may have against Company arising from or in relation to the Contract, this Agreement, or the Equipment.

3. [Intentionally Omitted].

4. Assignor and Assignee hereby and by these presents agree that any consent by Company to this Agreement shall not be deemed to be a consent by Company to any subsequent or other assignment and/or assumption by Assignor or Assignee and that any other assignment and/or assumption without Company's prior written consent shall be null and void.

5. ASSIGNOR, ASSIGNEE AND GUARANTOR(S), IF ANY, AGREE THAT THE CONTRACT, EACH GUARANTY, AND THIS ASSIGNMENT AND ASSUMPTION AGREEMENT SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE COMMONWEALTH OF PENNSYLVANIA. ASSIGNOR, ASSIGNEE AND GUARANTOR(S), IF ANY, HEREBY IRREVOCABLY CONSENT TO THE EXCLUSIVE JURISDICTION OF ANY STATE OR FEDERAL COURT WITHIN THE COMMONWEALTH OF PENNSYLVANIA; PROVIDED THAT NOTHING CONTAINED IN THIS AGREEMENT WILL PREVENT COMPANY FROM BRINGING ANY ACTION, ENFORCING ANY AWARD OR JUDGMENT OR EXERCISING ANY RIGHTS AGAINST ASSIGNOR, ASSIGNEE OR GUARANTOR INDIVIDUALLY, AGAINST ANY SECURITY OR AGAINST ANY OF THEIR PROPERTY WITHIN ANY OTHER COUNTY, STATE OR OTHER FOREIGN OR DOMESTIC JURISDICTION. ASSIGNOR, ASSIGNEE AND GUARANTOR(S), IF ANY, IRREVOCABLY WAIVE ANY

OBJECTION TO VENUE IN ANY SUCH COURT. TO THE EXTENT PERMITTED BY LAW, ASSIGNOR, ASSIGNEE AND GUARANTOR(S), IF ANY, WAIVE ANY RIGHT TO TRIAL BY JURY WITH RESPECT TO ANY ACTION OR PROCEEDING ARISING OUT OF THE CONTRACT, EACH GUARANTY, THIS AGREEMENT OR RELATING TO THE OBLIGATIONS OF ASSIGNOR, ASSIGNEE AND GUARANTOR(S), IF ANY, TO COMPANY AND ANY UNDERSTANDINGS OR PRIOR DEALINGS BETWEEN THE PARTIES.

6. Assignor, Assignee and Guarantor(s), if any, agree to pay all of Company's costs of enforcing its rights under the Contract, each Guaranty, and this Agreement, including reasonable attorneys' fees, and all costs related to the sale or disposition of the Equipment including, without limit, incidental damages expended in the repossession, repair, preparation, and advertisement for sale or lease or other disposition of the Equipment.

7. By providing telephone number(s) to Company, now or at any later time, Assignee authorizes Company and its affiliates and designees to contact Assignee regarding Assignee account(s) with Company or its affiliates, whether such accounts are Assignee individual accounts or business accounts for which Assignee is a contact, at such numbers using any means, including but not limited to placing calls using an automated dialing system to cell, VoIP or other wireless phone number, or leaving prerecorded messages or sending text messages, even if charges may be incurred for the calls or text messages. Assignee consents that any phone call with Company may be monitored or recorded by Company.

8. Notwithstanding any other provision herein, the Assignor, Assignee, and Guarantor(s), if any, agree that this Agreement, the Contract, any Guaranty, any amendments thereto, and any other information, notice, signature card, agreement or authorization related thereto (each, a "Communication") may, at Company's option, be in the form of an electronic record. Any Communication may, at Company's option, be signed or executed using electronic signatures. For the avoidance of doubt, the authorization under this paragraph may include, without limitation, use or acceptance by Company of a manually-signed, paper Communication which has been converted into electronic form (such as a scanned into PDF format) for transmission, delivery and/or retention.

9. Assignee represents and warrants, as of the date hereof, and as of the date of execution of this Agreement hereunder, that the information in the Certification of Beneficial Owner(s) ("Certification of Beneficial Owners") executed and delivered to Company on or prior to the date of this Agreement, if any, as updated from time to time in accordance with this Agreement, is true, complete and correct as of the date hereof and as of the date any such update is delivered. Assignee agrees that from the date of execution of this Agreement until the Contract and any schedules thereto have been terminated, Assignee will provide: (i) confirmation of the accuracy of the information set forth in the most recent Certification of Beneficial Owners provided to Company, as and when requested by Company; (ii) a new Certification of Beneficial Owners in form and substance acceptable to Company when the individual(s) identified as a controlling party and/or a direct or indirect individual owner on the most recent Certification of Beneficial Owners provided to Company have changed; and (iii) such other information and documentation as may reasonably be requested by Company from time to time for purposes of compliance by Company with applicable laws (including without limitation the USA Patriot Act and other "know your customer" and anti- money laundering rules and regulations), and any policy or procedure implemented by Company to comply therewith.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed effective as of the day above written.

Assignor:	Assignee:
Forest Lake Golf Club, LLLP	SSS Twin Rivers OPCO LLC
By:_____	By:_____
Print Name:_____	Print Name: _____
Title: _____	Title: _____

THE UNDERSIGNED GUARANTOR(S) HEREBY AGREE AND CONSENT TO ALL OF THE TERMS, CONDITIONS AND MODIFICATIONS SET FORTH HEREIN.

Guarantor: N/A _____	Guarantor: N/A _____

FORM OF CONSENT

Company, in consideration of the foregoing, hereby consents to this Assignment and Assumption Agreement.

PNC Bank, National Association

By:_____

Print Name:_____

Title: _____

PNC EQUIPMENT FINANCE

Equipment Schedule A

Lease Number: 99005307-1

Quantity	Description	Serial Number	PO Number	Address	City	State
1	2022 E-Z-GO RXV ELiTE	5680082		10521 Clarcona Ocoee Road	Apopka	FL
1	2022 E-Z-GO RXV ELiTE	5680089		10521 Clarcona Ocoee Road	Apopka	FL
1	2022 E-Z-GO RXV ELiTE	5680093		10521 Clarcona Ocoee Road	Apopka	FL
1	2022 E-Z-GO RXV ELiTE	5680075		10521 Clarcona Ocoee Road	Apopka	FL
1	2022 E-Z-GO RXV ELiTE	5680097		10521 Clarcona Ocoee Road	Apopka	FL
1	2022 E-Z-GO RXV ELiTE	5680084		10521 Clarcona Ocoee Road	Apopka	FL
1	2022 E-Z-GO RXV ELiTE	5680094		10521 Clarcona Ocoee Road	Apopka	FL
1	2022 E-Z-GO RXV ELiTE	5680085		10521 Clarcona Ocoee Road	Apopka	FL
1	2022 E-Z-GO RXV ELiTE	5680095		10521 Clarcona Ocoee Road	Apopka	FL
1	2022 E-Z-GO RXV ELiTE	5680096		10521 Clarcona Ocoee Road	Apopka	FL
1	2022 E-Z-GO RXV ELiTE	5680086		10521 Clarcona Ocoee Road	Apopka	FL
1	2022 E-Z-GO RXV ELiTE	5680083		10521 Clarcona Ocoee Road	Apopka	FL
1	2022 E-Z-GO RXV ELiTE	5680087		10521 Clarcona Ocoee Road	Apopka	FL
1	2022 E-Z-GO RXV ELiTE	5680080		10521 Clarcona Ocoee Road	Apopka	FL
1	2022 E-Z-GO RXV ELiTE	5680091		10521 Clarcona Ocoee Road	Apopka	FL
1	2022 E-Z-GO RXV ELiTE	5680073		10521 Clarcona Ocoee Road	Apopka	FL
1	2022 E-Z-GO RXV ELiTE	5680079		10521 Clarcona Ocoee Road	Apopka	FL
1	2022 E-Z-GO RXV ELiTE	5680074		10521 Clarcona Ocoee Road	Apopka	FL
1	2022 E-Z-GO RXV ELiTE	5680092		10521 Clarcona Ocoee Road	Apopka	FL
1	2022 E-Z-GO RXV ELiTE	5680077		10521 Clarcona Ocoee Road	Apopka	FL
1	2022 E-Z-GO RXV ELiTE	5680076		10521 Clarcona Ocoee Road	Apopka	FL
1	2022 E-Z-GO RXV ELiTE	5680078		10521 Clarcona Ocoee Road	Apopka	FL
1	2022 E-Z-GO RXV ELiTE	5680090		10521 Clarcona Ocoee Road	Apopka	FL
1	2022 E-Z-GO RXV ELiTE	5680088		10521 Clarcona Ocoee Road	Apopka	FL
1	2022 E-Z-GO RXV ELiTE	5680081		10521 Clarcona Ocoee Road	Apopka	FL

PNC EQUIPMENT FINANCE

Customer Information

Please provide the following information. By providing such information, you will enable us to ensure prompt payment of your vendor and the correct processing of your lease transaction.

Thank you.

Lessee Information

Full Business Legal Name: SSS Twin Rivers OPCO LLC	Federal Tax ID Number: 82-1085680

Preferred Method of Payment:

Is a Purchase Order Number required on Invoices? ☐ YES ☐ NO Purchase Order #_____

Please enter your preferred method (Mail/Email): _____

- Mail - If you would like to receive your Monthly Invoice by Mail, please provide this information:

Invoices should be directed to:	Attention:		
Address:	City:	State:	Zip:

- Email - If you would like to receive your Monthly Invoice by Email, please provide this information:

Contact Name:	Email:

Contact Information

In order to verify receipt of equipment and review terms and conditions of the lease, please provide contact information for one or more staff that can assist in this process.

Contact 1:	Phone:
Email:	
Contact 2:	Phone:
Email:	

I hereby attest the above information is accurate.

Signature X	**Date**

Email:

PNC Bank, National Association
655 Business Center Drive, Suite 250 • Horsham, PA 19044
Questions? Call (800) 559-2755

PNC EQUIPMENT FINANCE

Required Automatic Payment

A. **CUSTOMER INFORMATION:**

Customer Name(s)	Customer Number
SSS Twin Rivers OPCO LLC	1196405

This Authorization For Automatic Withdrawal ("Authorization") given by Obligor authorizes Financier to withdraw funds from and/or to debit the account referenced below or in the attached voided check ("Account") in the amount of the monthly charges which may include, in addition to regular monthly payments, interim rent, taxes or other fees incurred from time to time on the above referenced Agreement together with any other agreements between Obligor and Financier entered into after the date of this Authorization (individually and collectively, the "Agreements"). This withdrawal will be made monthly on the due date specified in the Agreement. This Authorization will remain in full force until Obligor has notified Financier in writing at least 30 days in advance of its decision to terminate or suspend this Authorization or until all amounts due under the Agreement are paid in full. Obligor further acknowledges and agrees that suspension or termination of this Authorization will not relieve the Obligor or its guarantors of its obligation to make payments to Financier. Suspension or termination of this Agreement will constitute an automatic default on the Agreement or any other financing agreements with the Financier in the event this Authorization was a credit approval requirement.

Obligor agrees to maintain a balance in the Account sufficient to cover such monthly amounts. In the event any withdrawal made under this Authorization is not paid upon presentation, Financier reserves the right to cancel this Authorization and require Obligor to remit all payments and other sums due and payable under the terms of the Agreement directly to Financier. Obligor acknowledges and agrees that all payments due under the terms of the Agreement are the responsibility of Obligor. If any payment is not made due to the temporary suspension of service or cancellation or because of insufficient funds in the Account, Financier may at its discretion attempt to process the payment again and Obligor agrees to additional fees, which will be initiated as a separate transaction from the payment. If Financier is unable to process payments under this Authorization, Obligor shall be required to make the payment manually on time. If this is not done, late charges (as defined in the Agreement) shall apply.

Obligor agrees not to dispute these scheduled transactions with its bank provided the transactions correspond to the terms indicated in this Authorization.

Signature below indicates that Obligor has verified and confirmed that all of the information provided above is correct. A copy of a voided check or an executed letter from your bank providing your account name, account number and ABA number is attached to this Authorization.

ATTACH VOIDED CHECK HERE

A voided check from your checking account must be included in this application
(Do not use a deposit ticket or temporary check)

Customer: SSS Twin Rivers OPCO LLC

Signature
X

Print Name

Title

Date

PNC EQUIPMENT FINANCE

Notification of Tax Treatment T01

PNC Bank, National Association ("**PNC**"), is required to collect and remit sales/use tax in the taxing jurisdiction where your equipment will be located. If you select that you are exempt by marking one of the checkboxes below, you must provide a valid exemption certificate. If you do not provide this certificate *prior* to the booking of your transaction, you will be responsible for sales tax on all accrued payments.

- If tax has been remitted up front and financed into your lease payment, your account will not be marked sales tax exempt if you provide an exemption certificate after your transaction has been booked.
- If your tax is remitted on a monthly basis, your lease may be marked sales tax exempt for the remaining payments left to be invoiced if you provide a valid exemption certificate after your transaction has been booked.
- In the event we do not receive a valid sales tax exemption certificate prior to the date your lease commences, you will be charged sales/use tax.

Personal property tax returns will be filed as required by local law. In the event that any tax abatements or special exemptions are available on the equipment you will be leasing from us, please notify us as soon as possible and forward the related documentation to us. This will ensure that your leased equipment will be reported correctly.

Please indicate below if your lease is subject to tax or whether a valid exemption exists.

Sales Tax

☐ I agree that my lease is subject to sales/use tax.
☐ I am exempt from sales/use tax and I have attached a completed exemption certificate to PNC.
☐ I am claiming a partial exemption from tax. I have attached a completed exemption certificate or other documented proof of this partial exemption.
☐ I agree that my business is subject to sales/use tax and I have attached a completed resale certificate. This certificate indicates that I will be responsible for collection and remittance of sales/use tax based on the subsequent re-rental of the property.
If applicable to the tax rates in your state, are you outside the city limits or in an unincorporated area?
☐ Inside city limits ☐ Outside city limits ☐ Unincorporated area

Property Tax

☐ I have a valid abatement or property tax exemption (documentation attached).
☐ Location: State _____
Taxing District _____

Additional comments:

_____
_____
_____

Lessee: SSS Twin Rivers OPCO LLC

Signature: X

Print Name:

Title:

Date:

SE Tax Notification
V20240910

PLEASE COMPLETE AND SIGN FORM

EXHIBIT A

Attach Contract

PNC EQUIPMENT FINANCE

Equipment Lease Agreement (SME)

Lessee

Full Legal Name:
Forest Lake Golf Club, LLLP

Lease Number: 99005307-1
Date: April 10, 2024

Street Address:	County:	City:	State:	Zip:
10541 Clarcona Ocoee Road		Apopka	FL	32703

☐ Equipment Description and Equipment Location Address: See Schedule A

Quantity	Description	Serial No.
1	2022 E-Z-GO RXV ELiTE	5680082
1	2022 E-Z-GO RXV ELiTE	5680089
1	2022 E-Z-GO RXV ELiTE	5680093
1	2022 E-Z-GO RXV ELiTE	5680075
1	2022 E-Z-GO RXV ELiTE	5680097
1	2022 E-Z-GO RXV ELiTE	5680084
1	2022 E-Z-GO RXV ELiTE	5680094
1	2022 E-Z-GO RXV ELiTE	5680085
1	2022 E-Z-GO RXV ELiTE	5680095
1	2022 E-Z-GO RXV ELiTE	5680096
1	2022 E-Z-GO RXV ELiTE	5680086
1	2022 E-Z-GO RXV ELiTE	5680083
1	2022 E-Z-GO RXV ELiTE	5680087
1	2022 E-Z-GO RXV ELiTE	5680080
1	2022 E-Z-GO RXV ELiTE	5680091
1	2022 E-Z-GO RXV ELiTE	5680073
1	2022 E-Z-GO RXV ELiTE	5680079
1	2022 E-Z-GO RXV ELiTE	5680074
1	2022 E-Z-GO RXV ELiTE	5680092
1	2022 E-Z-GO RXV ELiTE	5680077
1	2022 E-Z-GO RXV ELiTE	5680076
1	2022 E-Z-GO RXV ELiTE	5680078
1	2022 E-Z-GO RXV ELiTE	5680090
1	2022 E-Z-GO RXV ELiTE	5680088
1	2022 E-Z-GO RXV ELiTE	5680081

Payment Schedule

Initial Term: 39 months	Rental Payment (plus applicable taxes): $2,952.70	Payment Frequency:	☒ Monthly ☐ Quarterly ☐ See Attached Payment Schedule
Payments:	Documentation Fee: $250.00	End of Term Option:	☒ FMV- Cars ☐ Rental ☐ PUT - _____ ☐ FMV – Turf (Annual Hours _____) ☐ $1 Out

☐ See attached for variable Payment Schedule

Short Form Lease Agreement Terms and Conditions

1. Agreement. PNC Bank, National Association ("Lessor") agrees to lease to Lessee the equipment listed above or on any attached Schedule A ("Equipment"), which is made a part hereof. Lessee promises to pay Lessor the rental payments according to the Payment Schedule shown above, plus all other charges. By signing this lease agreement ("Lease"), Lessee acknowledges and agrees that: it has read and understands the terms and conditions of this Lease; this Lease becomes effective only upon written acceptance by an authorized employee of Lessor; this is a net lease; it cannot terminate or cancel this Lease; it has an UNCONDITIONAL OBLIGATION to make all payments due under this Lease; it cannot withhold, set off or reduce such payments for any reason; it will use the Equipment only for business purposes; the person signing this Lease has the authority to do so; and it entered into this Lease rather than purchase the Equipment.

2. Term and Rent. The Initial Term of the lease of the Equipment shall commence upon the Lease Commencement Date, which is the earlier of (i) the date of delivery of the Equipment to Lessee unless Lessee notifies Lessor in writing, within ten days after equipment delivery, of Lessee's non-acceptance, (ii) the delivery to Lessor of a written certificate of acceptance if requested by Lessor, or (iii) a verbal verification of acceptance if requested by Lessor, and shall continue until expiration of the number of payment periods specified above after the Rental Commencement Date, which shall be the first day of the first calendar month following the Lease Commencement Date or any later date selected by Lessor. Additionally, Lessee shall, upon demand, pay, as Rent, daily interim rent, on all Equipment subject to this Lease, for the period from the date of delivery of Equipment (or any part thereof) to and including the day immediately preceding the Rental Commencement Date. The daily rent will be calculated on a 360-day year. No portion of any rental payments shall be deemed to constitute payment for any equity interest in the Equipment. You authorize us to change the Rent by not more than 15% (i) due to changes in the Equipment configuration, or (ii) comparable U.S. Dollar swaps increase between the date you sign this Lease and acceptance of the Equipment by you. Unless a proper exemption certificate is provided, applicable sales and use taxes will be added to the Rent. If any payment due under this Lease is not paid within five days of its due date, Lessee shall pay Lessor a late charge not to exceed 10% of each late payment (or such lesser rate as is the maximum rate allowed by applicable law).

3. Ordering Equipment; Delivery and Acceptance. If Lessee entered into any purchase or supply contract with any supplier, Lessee assigns to Lessor Lessee's rights under the supply contract, but none of Lessee's obligations, except for the obligation to pay for Equipment if it is accepted by Lessee according to the terms of this Lease. If Lessee has not entered into a supply contract, Lessee authorizes Lessor to enter into a supply contract. Lessee shall arrange for the delivery of the Equipment to Lessee. Lessee shall inspect the Equipment immediately upon Lessee's receipt of the Equipment to determine if it is in good working condition. The Equipment will be deemed irrevocably accepted by Lessee upon the earlier of: (i) the date of delivery of the Equipment to Lessee unless Lessee notifies Lessor in writing, within ten days after equipment delivery, of Lessee's non-acceptance (ii) the delivery to Lessor of a written certificate of acceptance if requested by Lessor, or (iii) a verbal verification of acceptance if requested by Lessor ("Acceptance Date").

4. Termination by Lessor. Lessor shall have the exclusive option to terminate this Lease if within 90 days after Lessee has signed this Lease, the Equipment has not been delivered to Lessee, or Lessee has not accepted the Equipment as provided above.

5. Forum, Law & Jury Waiver. This Lease shall be construed in accordance with, and governed by, the laws of the Commonwealth of Pennsylvania without giving effect to its conflicts of laws principles. Lessee hereby irrevocably consents to the exclusive jurisdiction of any state or federal court within the Commonwealth of Pennsylvania; provided that

nothing contained in this Lease will prevent Lessor from bringing any action, enforcing any award or judgment or exercising any rights against Lessee individually, against any security or against any of Lessee's property within any other county, state or other foreign or domestic jurisdiction. LESSEE AND LESSOR EXPRESSLY WAIVE ANY RIGHT TO TRIAL BY JURY.

6. NO WARRANTY. LESSOR TRANSFERS TO LESSEE FOR THE TERM OF THIS LEASE ANY WARRANTIES MADE BY THE MANUFACTURER OR THE SUPPLIER. LESSOR IS LEASING THE EQUIPMENT TO LESSEE "AS IS." LESSEE ACKNOWLEDGES THAT LESSOR DOES NOT MANUFACTURE THE EQUIPMENT. LESSEE ACKNOWLEDGES THAT LESSOR DOES NOT REPRESENT THE MANUFACTURER OR THE SUPPLIER, AND THAT LESSEE HAS SELECTED THE EQUIPMENT AND THE SUPPLIER BASED ON LESSEE'S OWN JUDGMENT. LESSOR MAKES NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE IN CONNECTION WITH THIS LEASE. LESSEE AGREES TO CONTINUE MAKING PAYMENTS TO LESSOR UNDER THIS LEASE, REGARDLESS OF ANY CLAIMS LESSEE ASSERTS AGAINST THE MANUFACTURER OR SUPPLIER.

7. EQUIPMENT LOCATION, USE, AND REPAIR. Lessee will keep and use the Equipment only at the Equipment Location stated above. Lessee may not move the Equipment without Lessor's prior written consent. At Lessee's own cost and expense, Lessee will keep the Equipment eligible for any manufacturer's certification, in compliance with all applicable laws and in good condition, except for ordinary wear and tear. Lessee will not make any alterations, additions or replacement to the Equipment without Lessor's prior written consent. All alterations, additions and replacements will become part of the Equipment and Lessor's property at no cost or expense to Lessor. Lessor may inspect the Equipment at any reasonable time.

8. RETURN. Unless Lessee purchases the Equipment at the end of this Lease, Lessee will immediately, upon expiration of the Initial Term or any extension, at Lessee's sole cost and expense, deliver all but not less than all of the Equipment to Lessor to any place in the continental United States determined by the Lessor. Lessee will pay all expenses of de-installing, crating, and shipping. Lessee shall insure the Equipment for its full replacement value during shipping. The following return conditions shall apply to the Equipment regardless of type and end of term option selected: (a) all safety equipment must be in place and meet applicable federal, state and other governmental standards; (b) all covers and guards must be in place with no sheet metal, plastic or cowling damage; (c) all parts, pieces, components and optional equipment must be present, installed and operational; (d) all accessories shall be returned in proper order; (e) all electronic controls shall operate per manufacturer's specifications and controls which bypass normal operations shall be repaired at Lessee's expense; (f) all electrical systems shall be able to provide electrical output as specified by the manufacturer; (g) all Equipment must have a relatively clean appearance; (h) all Equipment shall be free from excessive wear necessitating major component repair or replacement caused by lack of recommended maintenance as detailed in customer operation/maintenance manuals; (i) all Equipment shall be free from structural damage or bent frames; (j) any usage or metering devices must not have been altered in any way; and (k) all Equipment attachments, if any, must be in good operating condition;: (l) all motors shall operate smoothly without overheating and shall have good bearings and bushings; (m) all batteries shall be in good, safe operating condition with no dead cells or cracked cases and all batteries shall hold a charge and provide adequate power to operate the Equipment; (n) all Equipment shall have serviceable tires, with 50% remaining tread, retaining proper air pressure, and without repair patches; (o) all oil and grease seals must contain lubrication in the manufacturers designed reservoir; and (p) all hydraulic cylinders must not be bent, nicked, gouged or leaking. In addition, each item of Equipment regardless of type must be able to complete the following tests: (q) have all functions and controls work in normal manner; and (r) perform its designed functions in a satisfactory manner. In addition each item of Turf Equipment must be able to complete the following tests: (s) operate normally in forward and reverse directions through all its speed ranges or gears; (t) steer normally right and left in both forward and reverse; (u) be able to stop with its service brakes in a safe distance in both forward and reverse; (v) operate without leaking any fluids; and (w) all cutting units (if applicable) must be able to lower, turn on, run, raise and shut off as they are designed to do. If any item of Equipment is damaged or does not meet the standards set forth above for the return condition of such Equipment or if the Lessee fails to discharge Lessee's obligations set forth above with regard to any item of Equipment, Lessee shall pay to Lessor, immediately upon demand, the Stipulated Loss Value (as defined below) of such item of Equipment.

9. RENEWAL AND END OF TERM OPTIONS. Unless the end of term purchase option is $1.00, PUT or Rental, this Lease will automatically renew on a month-to-month basis (or quarterly, semi-annually, or annually if the Payment Frequency was such during the Initial Term) until Lessee delivers the Equipment to Lessor or purchases the Equipment. During such renewal(s) the amount of each rental payment will remain the same. Lessor may cancel the automatic renewal terms with 90 days written notice by sending Lessee a written notice that Lessor does not want this Lease to renew. If this Lease has any FMV end of term option, Lessee may, upon 90 days' prior written notice, select one of the following options at the end of the Initial Term or any renewal term, provided no event of default under the Lease has occurred and is continuing: 1) renew or continue the Lease; 2) purchase the Equipment for the Fair Market Value as defined below ("Fair Market Value"); or 3) return the Equipment to Lessor at Lessee's expense. Fair Market Value shall be the retail in-place value of the Equipment as determined solely by Lessor. If the end of term option is $1.00 or PUT, provided that Lessee is not in default. Lessee shall purchase the Equipment for $1.00 at the end of the Initial Term for a $1.00 end of term option and the PUT amount stated above for a PUT end of term option. Upon payment of the purchase option price to Lessor plus all applicable taxes, Lessor shall transfer its interest in the Equipment to Lessee "AS IS, WHERE IS" without any representations or warranties whatsoever. If the end of term option is Rental, the Lease shall only continue for up to 60 days after the end of the Initial Term and if Lessee fails to deliver the Equipment to Lessor on or before the 60th day after the end of the Initial Term, Lessor shall charge Lessee the Stipulated Loss Value (as defined below). For FMV - Turf leases depending on the amount listed above, the hours of use of an item of Equipment shall be determined by the hour meter attached to said item of Equipment with usage as noted is limited to 600 hours per year with a $10.00 per hour on each item of Equipment for each hour of excess use or 900 hours per year with an excess hour charge of $5.00 per hour on each item of Equipment for each hour of excess use. Lessee shall pay such supplemental lease payment within ten days of Lessor's written demand If any such hour meter becomes inoperable or inaccurate, Lessee shall immediately repair or replace same, and shall immediately notify Lessor in writing of such event and of the correct hours of usage for the Equipment during the period of time the hour meter was inoperable or inaccurate. Lessee shall promptly furnish Lessor such information as Lessor may reasonably request from time to time in order to document the hours of usage of the Equipment.

10. CREDIT INFORMATION; FINANCIALS. Lessee authorizes Lessor and its agents to obtain credit bureau reports and make other credit inquiries that Lessor deems necessary. Lessee shall at Lessor's request, deliver to Lessor, Lessee's future quarterly and annual reports of financial condition, which reports Lessee represents and warrants shall be prepared in accordance with generally accepted accounting principles.

11. OWNERSHIP OF EQUIPMENT /TITLING OF EQUIPMENT. Lessor is the owner of the Equipment and has title to the Equipment. Lessee will keep the Equipment free of all liens and encumbrances. If this transaction is deemed to be a lease intended for security and to provide additional security for other obligations to Lessor and its affiliates, Lessee grants to Lessor a purchase money security interest in the Equipment (including any replacements, substitutions, additions, attachments and proceeds). Lessee authorizes Lessor to record a UCC-1 financing statement. If a certificate of title is required to be issued for any Equipment, Lessee shall deliver to Lessor (together with any other documentation requested by Lessor) the certificate of title for each Equipment, together with such other documentation requested by Lessor (collectively, "Title Documents"), appropriately executed by Lessee so that Lessor may cause Lessor's encumbrance to be noted on such titles by the appropriate authorities. Lessor will retain such Title Documents until all the Obligations have been paid in full. Lessee hereby irrevocably authorize Lessor and appoint Lessor as Lessee's attorney-in-fact with the power to (a) endorse Lessee's name or of any of Lessee's officers or agents upon any notes, checks, drafts, money orders, or other instruments of payment or Equipment that may come into Lessor's possession in full or part payment of any Obligations; (b) sue for, compromise, settle and release all claims and disputes with respect to, the Equipment; and (c) sign such documentation required by the Uniform Commercial Code ("UCC"), any Title Documents and amendments thereto; granting Lessor full power to do any and all things necessary to be done as fully and effectually as Lessee might or could do. Lessee hereby ratifies all that said attorney shall lawfully do or cause to be done by virtue hereof. This power of attorney is coupled with an interest and is irrevocable.

12. LOSS OR DAMAGE. Lessee shall bear all risk of loss associated with an item of Equipment, including theft, destruction, or damage. No such loss shall relieve Lessee from any of its obligations under this Lease. In the event of any loss with respect to particular Equipment, Lessee shall either: (a) place such Equipment in good repair, condition and working order, (b) replace such Equipment with like equipment (of the same year, make, model and accessories or better) in good repair, condition and working order, or (c) pay to the Lessor the Stipulated Loss Value of such Equipment. The "Stipulated Loss Value" for particular Equipment shall be an amount equal to: (i) the total of all Rent and any other amounts, if any, due with respect to such Equipment as of the date of the loss (ii) the present value of all future Rent with respect to such Equipment discounted at 2%, plus (iii) the then estimated fair market value of such Equipment as of the end of the Initial Term of Lease for such Equipment (assuming no loss or damage).

13. INSURANCE. Lessee will provide, at its expense, property insurance for the Equipment, naming Lessor as loss payee. Lessee will also obtain a comprehensive general liability insurance policy covering any personal injury or third party property damage, naming Lessor as an additional insured. Lessee will provide Lessor evidence of such insurance when requested. Lessee shall notify Lessor of any cancellation, non-renewal or material change to such insurance 30 days prior to such change. If Lessee fails to maintain the required insurance on the Equipment, or provide proof of same to Lessor, Lessor may, at its sole discretion, obtain insurance to protect its interest in the Equipment and add an insurance charge to Lessee's monthly payment (of which Lessor may make a profit). Lessee appoints Lessor as Lessee's attorney-in-fact to request required insurance coverage, make claims, receive payments and execute and endorse all documents, checks, drafts or other instruments necessary or advisable to secure payments due under any policy contemplated hereby.

14. TAXES AND FEES. Lessee agrees to pay when due all license and registration fees, sales and use taxes, personal property taxes, fines and penalties and all other taxes and charges relating to the ownership, leasing, rental, sale, purchase, possession or use of the Equipment, excluding any taxes based on Lessor's net income. If Lessor pays any taxes or fees for Lessee, Lessee agrees to reimburse Lessor immediately upon receipt of Lessor's invoice. At Lessor's option, Lessee agrees to remit, along with Lessee's rental payments under this Lease, an amount equal to a percentage of Lessor's reasonable estimate of the personal property taxes that will be assessable against the Equipment. Any such amounts remitted to Lessor will be credited by Lessor against Lessee's obligations under this paragraph. Lessee agrees to pay Lessor a tax administration fee for making any tax filings. The provisions of this paragraph shall survive the expiration of the Lease.

15. ASSIGNMENT. LESSEE MAY NOT ASSIGN, SELL, TRANSFER (INCLUDING, WITHOUT LIMITATION, ANY TRANSFER RESULTING FROM A DIVISION OF LESSEE INTO TWO OR MORE ENTITIES), OR SUBLEASE THE EQUIPMENT OR LESSEE'S INTEREST IN THIS LEASE. Lessor may, without notifying Lessee, sell, assign, or transfer this Lease or its rights in the Equipment. Lessee agrees that if Lessor sells, assigns, or transfers this Lease, the new owner will have the same rights and benefits that Lessor has now and the new owner will not be subject to any claims, defenses or setoffs that Lessee may have against Lessor.

16. DEFAULT. Lessee will be in default if: (i) Lessee fails to pay any payment within ten days of its due date; (ii) Lessee does not perform any of Lessee's other obligations under this Lease or in any other agreement with Lessor or Lessor's affiliates; (iii) Lessee or any guarantor becomes insolvent, dissolves, or assigns its assets for the benefit of creditors, or enters any bankruptcy or reorganization proceeding; (iv) any guarantor of this Lease dies or does not perform its obligations under the guaranty; or (v) Lessee undergo a change in ownership or control of any type, including without limitation a division into two or more entities.

17. REMEDIES. If a default occurs, Lessor may do one or more of the following: (i) Lessor may cancel or terminate this Lease or any other agreement that Lessor has entered into with Lessee; (ii) Lessor may require Lessee to immediately pay Lessor, as compensation for loss of Lessor's bargain and not as a penalty, a sum equal to (a) the total of all unpaid Rent and any other amounts, if any, due under the Lease as of the date of default, plus (b) the present value of all future Rent due under the Lease discounted at 2%, plus (c) the Equipment's anticipated residual value, as determined by Lessor's books at the commencement of the Lease; (iii) Lessor may require Lessee to deliver the Equipment to Lessor as set forth above; (iv) Lessor or its agent may peacefully repossess the Equipment without court order and without liability for such entry or for damage to property or otherwise; and (v)

Lessor may exercise any other right or remedy available at law or in equity. Lessee agrees to pay all of Lessor's costs of enforcing Lessor's rights against Lessee including reasonable attorney's fees and Lessee will not make any claims against Lessor for damages or trespass or any other reason. If Lessor takes possession of the Equipment, Lessor may sell or otherwise dispose of it with or without notice, at a public or private sale, and apply the net proceeds (after deducting all costs related to the sale or disposition of the Equipment) to the amounts that Lessee owes Lessor. Lessee agrees that if notice of sale is required by law to be given, ten days' notice shall constitute reasonable notice. Lessee will remain responsible for any amounts that are due after Lessor has applied such net proceeds.

18. INDEMNITY. Lessee assumes the risk of liability arising from possession, operation, or use of the Equipment. Lessee shall indemnify, defend and hold harmless the Lessor from any and all claims, costs, taxes, expenses, damages, and liabilities arising from or pertaining to the use, possession, or operation of the Equipment.

19. FINANCE LEASE; ARTICLE 2A WAIVER. Lessee agrees that if Article 2A-Leases of the Uniform Commercial Code applies to this Lease, this Lease will be considered a "finance lease" as that term is defined in Article 2A. By signing this Lease, Lessee agrees that either (a) Lessee has reviewed, approved, and received, a copy of the supply contract or (b) Lessor has informed Lessee of the identity of the supplier that Lessee may have rights under the supply contract, and that Lessee may contact the Supplier for a description of those rights. TO THE EXTENT PERMITTED BY APPLICABLE LAW, LESSEE WAIVES ANY AND ALL RIGHTS AND REMEDIES CONFERRED UPON A LESSEE BY ARTICLE 2A (SECTIONS 508-522) OF THE UNIFORM COMMERCIAL CODE ("UCC").

20. REPRESENTATIONS AND WARRANTIES. Lessee represents and warrants to Lessor that: (i) the making of this Lease by Lessee is duly authorized on the part of Lessee and upon execution thereof by Lessee and Lessor shall constitute valid obligations binding upon, and enforceable against, Lessee; (ii) neither the making of this Lease nor the due performance thereof by Lessee, including the commitment and payment of the Rent, shall result in any breach of, or constitute a default under, or violation of, Lessee's certificate of incorporation, by-laws, or any agreement to which Lessee is a party or by which Lessee is bound; (iii) Lessee is in good standing in its state of incorporation and in any jurisdiction where the Equipment is located, and is entitled to own property and to carry on business therein; and (iv) all financial information provided by Lessee to Lessor is true, accurate and provides a good representation of Lessee's financial condition.

21. PERFORMANCE OF LESSEE'S OBLIGATIONS BY LESSOR. If Lessee fails to make any payment or perform any obligation required hereunder, Lessor may, but need not, make such payment or perform such obligation at the expense of Lessee. Any such expense incurred by Lessor shall constitute additional Rent due hereunder, payable upon demand. Such action by Lessor shall not be deemed a cure or waiver of any default by Lessee.

22. ANTI-MONEY LAUNDERING/INTERNATIONAL TRADE COMPLIANCE. Lessee represents, warrants and covenants to Lessor, as of the date of this Lease, the date of each advance of proceeds under the Lease, the date of any renewal, extension or modification of this Lease, and at all times until this Lease has been terminated and all amounts thereunder have been indefeasibly paid in full, that: (a) no Covered Entity (i) is a Sanctioned Person; (ii) has any of its assets in a Sanctioned Jurisdiction or in the possession, custody or control of a Sanctioned Person; (iii) does business in or with, or derives any of its operating income from investments in or transactions with, any Sanctioned Jurisdiction or Sanctioned Person; (b) the proceeds of this Lease will not be used to fund any unlawful activity; (c) the funds used to repay the Lease are not derived from any unlawful activity; (d) each Covered Entity is in compliance with, and no Covered Entity engages in any dealings or transactions prohibited by, any laws of the United States, including but not limited to any Anti-Terrorism Laws; and (e) no Equipment is or will become Embargoed Property. Lessee covenants and agrees that (a) it shall immediately notify Lessor in writing upon the occurrence of a Reportable Compliance Event; and (b) if, at any time, any Equipment becomes Embargoed Property, in addition to all other rights and remedies available to Lessor, upon request by Lessor, Lessee shall provide substitute Equipment acceptable to Lessor that is not Embargoed Property.

As used herein: "Anti-Terrorism Laws" means any laws relating to terrorism, trade sanctions programs and embargoes, import/export licensing, money laundering, or bribery, all as amended, supplemented or replaced from time to time; "Compliance Authority" means each and all of the (a) U.S. Treasury Department/Office of Foreign Assets Control, (b) U.S. Treasury Department/Financial Crimes Enforcement Network, (c) U.S. State Department/Directorate of Defense Trade Controls, (d) U.S. Commerce Department/Bureau of Industry and Security, (e) U.S. Internal Revenue Service, (f) U.S. Justice Department, and (g) U.S. Securities and Exchange Commission; "Covered Entity" means Lessee, its affiliates and subsidiaries, all other obligors, all owners of the foregoing, and all brokers or other agents of Lessee acting in any capacity in connection with this Lease; "Embargoed Property" means any property (a) in which a Sanctioned Person holds an interest; (b) beneficially owned, directly or indirectly, by a Sanctioned Person; (c) that is due to or from a Sanctioned Person; (d) that is located in a Sanctioned Jurisdiction; or (e) that would otherwise cause any actual or possible violation by Lessor of any applicable Anti-Terrorism Law if Lessor were to obtain an encumbrance on, lien on, pledge of or security interest in such property or provide services in consideration of such property; "Reportable Compliance Event" means (1) any Covered Entity becomes a Sanctioned Person, or is indicted, arraigned, investigated or custodially detained, or receives an inquiry from regulatory or law enforcement officials, in connection with any Anti-Terrorism Law or any predicate crime to any Anti-Terrorism Law, or self-discovers facts or circumstances implicating any aspect of its operations with the actual or possible violation of any Anti-Terrorism Law; (2) any Covered Entity engages in a transaction that has caused or may cause Lessor to be in violation of any Anti-Terrorism Laws, including a Covered Entity's use of any proceeds of the Lease to fund any operations in, finance any investments or activities in, or, make any payments to, directly or indirectly, a Sanctioned Jurisdiction or Sanctioned Person; or (3) any Equipment becomes Embargoed Property; "Sanctioned Jurisdiction" means a country subject to a sanctions program maintained by any Compliance Authority; and "Sanctioned Person" means any individual person, group, regime, entity or thing listed or otherwise recognized as a specially designated, prohibited, sanctioned or debarred person or entity, or subject to any limitations or prohibitions (including but not limited to the blocking of property or rejection of transactions), under any order or directive of any Compliance Authority or otherwise subject to, or specially designated under, any sanctions program maintained by any Compliance Authority.

23. USA PATRIOT ACT NOTICE. To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify and record information that identifies each lessee that opens an account. What this means: when the Lessee opens an account, Lessor will ask for the business name, business address, taxpayer identifying number and other information that will allow the Lessor to identify Lessee, such as organizational documents. For some businesses and organizations, Lessor may also need to ask for identifying information and documentation relating to certain individuals associated with the business or organization.

24. MISCELLANEOUS. Lessee agrees that the terms and conditions contained in this Lease make up the entire agreement between Lessee and Lessor regarding the Lease of Equipment. The declaration of invalidity of any provision of this Lease and/or Guaranty shall not affect any part of the remainder of the provisions of this Lease and Guaranty. Any change in any of the terms and conditions of this Lease must be in writing and signed by Lessor. Lessee agrees however, that Lessor is authorized, without notice to Lessee, to insert the Lease Number, and to supply missing information or to correct obvious errors in this Lease. Lessee authorizes Lessor to adjust the amount of each rental payment by not more than 15% if either (i) the final Total Cash Price (which is all amounts Lessor has paid in connection with the purchase, delivery and installation of the Equipment, including any upgrade and buyout amounts) differs from the estimated Total Cash Price, or (ii) comparable U.S. Treasury Note yields increase between the date Lessee signs this Lease and the Acceptance Date. Lessor shall not be obligated to purchase the Equipment if the actual Total Cash Price varies more than 15% from the Total Cash Price defined above. If Lessor delays or fails to enforce any of Lessor rights under this Lease, Lessor will still be entitled to enforce those rights at a later time. All notices shall be given in writing by the party sending the notice and shall be effective when deposited in the U.S. Mail or a nationally recognized overnight delivery service, addressed to the party receiving the notice at its address shown on the front of this Lease (or to any other address specified by that party in writing) with postage prepaid. All of Lessor's right and remedies shall survive and remain in full force and effect and be enforceable after the expiration or termination of the Lease for any reason. It is the express intent of the parties not to violate any applicable usury laws or to exceed the maximum amount of time price differential or interest, as applicable, permitted to be charged or collected by applicable law, and any such excess payment will be applied to Rent in inverse order to maturity, and any remaining excess will be refunded to Lessee. Lessee agrees that Lessor may furnish Lessee's payment history relating to this Lease and all other leases between Lessee and Lessor to authorized third parties. If more than one Lessee has signed this Lease each of the Lessees agree that Lessee's liability is joint and several. Lessee agrees to promptly, at Lessee's expense, deliver such other reasonable documents and assurances, and take such further action as Lessor may request, in order to effectively carry out the intent and purpose of this Lease. LESSEE AGREES TO PAY LESSOR AN ORIGINATION FEE ON THE DATE THE FIRST RENTAL PAYMENT IS DUE TO COVER THE EXPENSES OF ORIGINATING THIS LEASE. This Lease may be signed in any number of counterparts. Lessee agrees that a facsimile or scanned copy of this Lease with facsimile or scanned signatures may be treated as an original and will be admissible as evidence of this Lease. The obligations evidenced by this Lease are not intended to be secured by real property as a result of cross-collateralization or otherwise, and any such lien shall be expressly disclaimed by Lessor.

25. IMPORTANT INFORMATION ABOUT PHONE CALLS. By providing telephone number(s) to Lessor, now or at any later time, Lessee authorizes Lessor and its affiliates and designees to contact Lessee regarding Lessee account(s) with Lessor or its affiliates, whether such accounts are Lessee's individual accounts or business accounts for which Lessee is a contact, at such numbers using any means, including but not limited to placing calls using an automated dialing system to cell, VoIP or other wireless phone number, or leaving prerecorded messages or sending text messages, even if charges may be incurred for the calls or text messages. Lessee consents that any phone call with Lessor may be monitored or recorded by Lessor.

26. ELECTRONIC SIGNATURES AND RECORDS. Notwithstanding any other provision herein, Lessee agrees that this Lease, any amendments thereto, and any other information, notice, signature card, agreement or authorization related thereto (each, a "Communication") may, at Lessor's option, be in the form of an electronic record. Any Communication may, at Lessor's option, be signed or executed using electronic signatures. For the avoidance of doubt, the authorization under this paragraph may include, without limitation, use or acceptance by Lessor of a manually signed, paper Communication which has been converted into electronic form (such as a scanned into PDF format) for transmission, delivery and/or retention.

27. BENEFICIAL OWNERSHIP CERTIFICATION. If applicable, Lessee represents and warrants, as of the date hereof, and as of the date of execution of this Lease, that the information in the Certification of Beneficial Owner(s) ("Certification of Beneficial Owners") executed and delivered to Lessor on or prior to the date of this Lease, if any, as updated from time to time in accordance with this Lease, is true, complete and correct as of the date hereof and as of the date any such update is delivered. Lessee agrees that from the date of execution of this Lease until this Lease has been terminated, Lessee will provide: (i) confirmation of the accuracy of the information set forth in the most recent Certification of Beneficial Owners provided to Lessor, as and when requested by Lessor; (ii) a new Certification of Beneficial Owners in form and substance acceptable to Lessor when the individual(s) identified as a controlling party and/or a direct or indirect individual owner on the most recent Certification of Beneficial Owners provided to Lessor have changed; and (iii) such other information and documentation as may reasonably be requested by Lessor from time to time for purposes of compliance by Lessor with applicable laws (including without limitation the USA Patriot Act and other "know your customer" and anti-money laundering rules and regulations), and any policy or procedure implemented by Lessor to comply therewith.

Lessor: PNC Bank, National Association	**Lessee: Forest Lake Golf Club, LLLP**
Signature: Kristine Lofrese Digitally signed by Kristine Lofrese Date: 2024.04.19 10:02:00 -04'00'	Signature X

Print Name: _____

Title: _____

Date: _____

Rental Commencement Date (if different from above): 5/15/24

Print Name: Kenneth C. Ezell Sr.

Title: Managing Member

Date: 4/13/24

PNC EQUIPMENT FINANCE

Certificate of Acceptance

In compliance with the terms, conditions and provisions of Lease Agreement #99005307-1 (**"Lease"**) by and between the undersigned Forest Lake Golf Club, LLLP (**"Lessee"**) and PNC Bank, National Association (**"Lessor"**), Lessee hereby:

1. Certifies and warrants that all Equipment described in the Lease referenced above (**"Equipment"**) is delivered, inspected and fully installed, and operational as of the Acceptance Date as indicated below;

2. Accepts all the Equipment for all purposes under the Lease and all attendant documents as of the date of return of this Certificate to Lessor (**"Acceptance Date"**); and

3. Restates and reaffirms, as of such Acceptance Date, each of the representations, warranties and covenants heretofore given to Lessor in the Lease.

Lessor is hereby authorized to insert serial numbers on the Lease.

Lessee: Forest Lake Golf Club, LLLP

Signature X	Kenneth C Ezell Sr
Print Name	MANAGING MEMBER
Title	KENNETH C EZELL SR
Date	4/18/24