

**ARLINGTON RIDGE  
COMMUNITY DEVELOPMENT DISTRICT  
AGENDA PACKAGE**

**Thursday, December 18, 2025  
2:00 p.m.  
REGULAR MEETING**

**Remote Participation:  
Zoom: <https://us06web.zoom.us/j/89705015015>  
Meeting ID: 897 0501 5015**



313 Campus Street  
Celebration, Florida 34747  
(407) 566-1935

# Agenda

## Arlington Ridge Community Development District

### Board of Supervisors

Robert Hoover, Chairperson  
 Ted Kostich, Vice Chairperson  
 Jerry Gianoutsos, Assistant Secretary  
 Dominic Setaro, Assistant Secretary  
 Walter Kolodziey, Assistant Secretary

### Staff:

Lee Graffius, District Manager / Community Director  
 Jennifer Goldyn, Regional Director  
 Patrick Collins, District Counsel  
 Meredith Hammock, District Counsel  
 David Hamstra, District Engineer  
 Kiel Alerink, Golf Course/F&B General Manager  
 Jennifer Stewart, District Accountant  
 Tabitha Blackwelder, Administrative Assistant

### Meeting Agenda

**Thursday, December 18, 2025 – 2:00 p.m.**

#### Public Conduct Notice:

**Public comments are allowed at specific times during the meeting, with each speaker limited to three minutes, subject to the Presiding Officer's discretion. Disorderly conduct, including personal attacks, is prohibited. The Presiding Officer and District Manager may remove any speaker who violates decorum policies. Board Supervisors and District staff will not respond to questions during the public comment period.**

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- 1. Call to Order and Roll Call**
  - 2. Pledge of Allegiance**
  - 3. Audience Comments on Agenda Items – Three (3) Minute Time Limit**
  - 4. Staff Reports**
    - A. District Accountant
    - B. District Counsel
      - i. District Counsel Rate Adjustment.....Page 8
    - C. District Engineer
    - D. Yellowstone: Regular Report ..... Page 11
    - E. Landscapes Golf Management: Regular Report..... Page 13
      - i. Budget Amendment ..... Page 17
      - ii. Golf Rate Approval..... Page 21
      - iii. Membership Proration Policy ..... Page 23
    - F. District Manager: Regular Report ..... Page 26
    - G. Community Director: Regular Report..... Page 28
  - 5. Business Items**
    - A. Irrigation Pump House Proposals..... Page 31
    - B. Auditing Services Proposals..... Page 108
  - 6. Consent Agenda**
    - A. Minutes: November 20, 2025, Regular Meeting ..... Page 133
    - B. Minutes November 20, 2025, Audit Committee Meeting..... Page 145
  - 7. Supervisor Request & Comments**
  - 8. Audience Comments – Three (3) Minute Time Limit**
  - 9. Adjournment**

*The next meeting is scheduled for Thursday, January 15, 2026, at 2:00 p.m.*

### District Office Inframark

313 Campus Street, Celebration, FL 34747  
 407-566-1935  
[www.ArlingtonRidgeCDD.org](http://www.ArlingtonRidgeCDD.org)

### Meeting Location: Fairfax Hall

4475 Arlington Ridge Blvd, Leesburg, FL 34748  
<https://us06web.zoom.us/j/89705015015>  
 Meeting ID: 897 0501 5015

# **Section 4**

## **Staff Reports**

# **Subsection 4A**

## **District Accountant**

# **Subsection 4B**

## **District Counsel**

## **Subsection 4B.i**

# **KVW Rate Sheet Adjustment**



**KILINSKI  
VAN WYK**

Offices: Jacksonville | Tallahassee | Tampa

517 E. College Avenue  
Tallahassee, Florida 32301  
877-350-0372

December 18, 2025

Board of Supervisors  
Arlington Ridge Community Development District  
c/o Lee Graffius, District Manager

**Re: Kilinski | Van Wyk PLLC**

Dear Board Members:

We appreciate the opportunity to continue providing legal services to the Arlington Ridge Community Development District and a member of our Firm has directly provided services to the District since 2021. This letter addresses proposed adjustments to our hourly rates beginning January 1, 2026. Since Kilinski | Van Wyk's initial engagement in 2022, we have maintained consistent hourly rates despite rising business expenses, inflationary pressures, and increased experience and expertise within our team. For reference, our new client rates for partners are \$375-\$500; senior of counsel lawyers are billed at \$365-\$450/hour; of counsel lawyers are billed at \$325-\$365/hour; associates are billed at \$270-\$325/hour; and paralegals are billed at \$180-\$210/hour.

To manage this necessary adjustment responsibly and minimize immediate impact, we propose implementing the rate increase gradually over two phases, as outlined below:

	<b>Current</b>	<b>January 1, 2026 – December 31, 2026</b>	<b>January 1, 2027 – December 31, 2027</b>
Partners	\$365-375	\$350-375	\$365-395
Senior Of Counsel Attorneys	\$350	\$350-375	\$365-395
Of Counsel/Senior Attorneys	\$350	\$350	\$350-365
Associates	\$280-295	\$285-315	\$285-325
Paralegals	\$170	\$190-\$200	\$190-200

As demonstrated, the second adjustment will not take effect until January 1, 2027, providing further relief from an immediate increase. Future increases are anticipated to take effect January 1 of each year and will not exceed \$5/hour in any category starting January 1, 2028, without client consent. As always, we remain committed to keeping our rates competitive and fair, balanced with our ongoing commitment to delivering exceptional, ethically sound legal advice.

We would welcome the opportunity to discuss this proposal further and answer any questions you may have. If you agree with this proposed adjustment, please sign below and return a copy to me at [jennifer@cddl原因ers.com](mailto:jennifer@cddl原因ers.com). You are also welcome to contact me directly with any questions. Thank you for your continued partnership and trust.

Accepted:

\_\_\_\_\_  
Chair, Board of Supervisors

Date: \_\_\_\_\_

Very truly yours,

Kilinski | Van Wyk PLLC

Jennifer L. Kilinski



## **Subsection 4C**

### **District Engineer**

## **Subsection 4D**

# **Yellowstone Regular Report**



**Date :** December 8, 2025

**Property :** Arlington Ridge CDD

**Senior Account Manager :** Alberto Torres

**Business Development Man** Michael Wilding

### **Maintenance Activities**

- Mowing of all areas completed weekly.
- Trim and detail shrubs beds at community entrance, blvd and Town Center
- Perform weekly detail to all Annual beds at community entrance
- Pruning of all shrubs around the Village Green and removing the leaves from tree beds
- Pruning of all shrubs is scheduled during bi-weekly visits.
- Continue treating visible fire ant mounds throughout property as needed
- Pool Detail was done in December 2nd

### **Mowing Activities**

- Perform weekly mowing and string trimming of roadways and entrances to the community
- Perform weekly mowing service on Zoysia/St Augustine along Arlington Ridge and Heritage
- We will be mowing the property every two weeks and detail whenever necessary
- 

### **Irrigation Activities**

- All irrigation timers have been inspected & checked for coverage. Adjustments have been made.
- Irrigation repair at the front entrance has been done
- Irrigation repair at the pool has been done
- Irrigation Main Line Break has been repaired by the (Overflow Parking lot)
- Irrigation Main Line Break at Handicap Ramp has been repaired.

### **Fertilization and Pest Control Activities**

- Shrub Application Completed on 11/24. (Fungicide/Liquid Fertilizer)
- Turf Application Completed on 11/25. (Granular Fertilization)

## **Subsection 4E**

# **Landscape Golf Management Regular Report**

# Arlington Ridge Golf Club

## General Manager Monthly Report – December Board Meeting

*Kiel Alderink, General Manager*

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### 1. Overview & General Manager Comments

This past month has been a strong step forward across all departments. The energy around the club continues to improve, and both the golf course and restaurant are trending in a very positive direction. Our focus has been on elevating the guest experience, strengthening operations, and building systems that create consistency day in and day out. The feedback from residents and guests has been overwhelmingly encouraging, and the team is fully aligned with our goals.

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### 2. Food & Beverage Update

#### New Menu Launch & Operational Progress

We successfully rolled out the new menu, and the response has been extremely positive. Many residents have commented that this is the best the restaurant has felt in a long time in terms of quality, consistency, and service.

Revenue is currently tracking even with last year, which is encouraging given the transition period and operational resets we've made.

#### Staff Training & Culture

- We completed our server and BOH training with the corporate team.
- We have all staff scheduled to renew their ServSafe Food Handler certifications at the beginning of the year.
- Our staff is now one of our greatest strengths — our servers are performing at a high level, and our back-of-house team is executing with pride and consistency.

#### Systems & Speed of Service

I have been working closely with the team to build systems that improve:

- Ticket times

- Quality of service on busier nights
- Kitchen workflow and communication

We are already seeing noticeable improvements.

### **Kitchen Equipment & Facility Upkeep**

- We have begun upgrading key kitchen equipment to improve reliability and efficiency.
- Completed our first full deep cleaning.
- Staff has done an excellent job maintaining the higher cleanliness standard.

Our goal is to continue refining operations so the restaurant can handle larger volumes smoothly and consistently.

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## **3. Golf Operations**

Per the numbers, we are on par with last year. However, there is a lot of positives when we look at daily fee rounds and revenue.

Using a true apples-to-apples comparison (including GolfNow accruals and taxes):

- Nov 2024 Total Revenue: \$83,194
- Nov 2025 Total Revenue: \$82,268  
Difference: -\$926, despite five fewer outings.

Everyday rounds and greens-fee play are significantly higher than last year.

The only reason the total number appears lower is the absence of the five outings Troon had on the schedule in 2024.

This shows:

- Demand is up
- Our rate structure is working
- Greens fee revenue should be budgeted higher going forward

### **Next Steps: Growing Outing Revenue**

We have finalized the 2026 Event & Outing Calendar, which creates structure and availability for outside groups.

## 4. Agronomy Update

Overseed has been applied and the course is looking noticeably better every day. The ryegrass is filling in, adding color, density, and curb appeal. Stripes are visible across the course, and member feedback has been excellent.

Agronomy team focus this month:

- Continued fertilization and growth management
- Tree trimming and cleanup
- Leveling sprinkler heads for improved coverage and presentation

The course is in a much stronger position heading into peak season.

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## 5. Membership Update

Since November 1, we have added:

- **7 Full Golf Members**
- **1 Non-Resident Member**
- **12 Social Members**

Momentum is good, and inquiries have been steady. We expect continued growth as course conditions and restaurant performance improve.

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## 6. Marketing & Community Engagement

We have increased our visibility significantly through:

- Consistent social media content - posting course and restaurant updates
- Facebook and Google advertising campaigns targeting both residents and non-residents

The goal is to continue telling our story authentically — showcasing the improvements, the energy, and the progress happening on property.

This approach is already gaining traction and helping us reach a broader audience.

## **Subsection 4E.i**

### **ARGC Amended Budget FY2026**



			2026 Budget Total
2026	1-99-8000	Member Rounds	17,355
2026	1-99-8001	Public Rounds	21,360
2026	1-99-8002	Outing Rounds	5,785
2026		<b>Rounds Total</b>	44,500
2026	1-10-8005	Member Rounds	34,063
2026	1-10-8010	Public Rounds	639,424
2026	1-10-8015	Outing Rounds	148,757
2026	1-10-8105	Merchandise	120,000
2026	1-10-8110	Handicap	2,603
2026	1-10-8120	Rental	2,770
2026		<b>Golf Shop Revenue Total</b>	947,619
2026	1-20-8205	Range Balls	29,920
2026	1-20-8215	Range Dues	15,750
2026		<b>Range Revenue Total</b>	45,670
2026	1-30-8305	18 Hole Cars	7,800
2026	1-30-8307	18 Carts PP	-
2026		<b>Cart Revenue Total</b>	7,800
2026	1-70-8705	Member Dues	537,996
2026		<b>Membership/Mking Rev Total</b>	537,996
2026	1-10-9001	COS - Merchandise	84,400
2026		<b>Merchandise Cost of Sales</b>	84,400
2026		<b>Total Cost of Sales</b>	84,400
2026		<b>Gross Profit</b>	1,454,685
2026	1-10-9290	Miscellaneous	6,845
2026	1-10-9300	Payroll	157,270
2026	1-10-9305	Payroll Taxes	13,993
2026	1-10-9360	Scorecards and Pencils	2,500
2026	1-10-9422	Handicap Fees	5,300
2026	1-10-9423	Tournament Fee	1,800
2026		<b>Golf Expense</b>	187,708
2026	1-20-9380	Supplies	11,495
2026		<b>Range Expense</b>	11,495
2026	1-30-9215	Equipment Repairs and Maintenance	1,320
2026	1-30-9300	Payroll	64,119
2026	1-30-9305	Payroll Taxes	6,615
2026		<b>Cart Expense</b>	72,054

2026	1-40-9115	Auto Reimbursement	1,200
2026	1-40-9135	Building Repairs & Maintenance	3,000
2026	1-40-9170	Chemicals	59,500
2026	1-40-9175	Contract Labor	16,000
2026	1-40-9190	Dues and Subscriptions	475
2026	1-40-9200	Employee Relations	1,200
2026	1-40-9215	Equipment Repairs and Maintenance	55,000
2026	1-40-9220	Fertilizer	61,500
2026	1-40-9225	Gas, Oil and Lube	28,800
2026	1-40-9255	Irrigation Repairs	25,000
2026	1-40-9300	Payroll	382,263
2026	1-40-9305	Payroll Taxes	31,691
2026	1-40-9350	Sand, Soil and Gravel	15,000
2026	1-40-9370	Seed and Sod	22,000
2026	1-40-9375	Small Tools & Equipment	1,500
2026	1-40-9380	Supplies	1,200
2026	1-40-9381	Golf Course Supplies	2,500
2026	1-40-9405	Cell Phone	600
2026	1-40-9420	Trash Removal	4,050
2026	1-40-9445	Uniforms and Laundry	1,350
2026	1-40-9450	Utilities - Electric	42,000
2026	1-40-9460	Utilities - Water	60,000
2026		<b>Maintenance Expense</b>	<b>815,829</b>
2026	1-60-9125	Bank Charges	600
2026	1-60-9175	Contract Labor	13,800
2026	1-60-9185	Discount Charges (VISA)	32,980
2026	1-60-9190	Dues and Subscriptions	5,463
2026	1-60-9200	Employee Relations	4,200
2026	1-60-9235	Insurance - General	45,360
2026	1-60-9240	Insurance - Health	36,750
2026	1-60-9245	Insurance - Workers Comp	5,199
2026	1-60-9288	Management Fee - Contingent	15,400
2026	1-60-9289	Managment Fees	93,000
2026	1-60-9300	Payroll	46,250
2026	1-60-9305	Payroll Taxes	3,970
2026	1-60-9315	Pest Control	216
2026	1-60-9320	Postage and Shipping	300
2026	1-60-9330	Technical Support	5,600
2026	1-60-9341	Payroll Processing Fees	7,936
2026	1-60-9365	Security	1,378
2026	1-60-9380	Supplies	3,756
2026	1-60-9400	Telephone - Basic Service	2,688
2026	1-60-9401	Internet Service	1,486
2026	1-60-9405	Cell Phones	600
2026	1-60-9420	Trash Removal	720
2026	1-60-9425	Travel	6,272
2026	1-60-9445	Uniforms Purchases	3,000
2026	1-60-9450	Utilities - Electric	12,335
2026	1-60-9460	Utilities - Water	444
2026	1-60-9470	Utilities - Cable TV	147

2026	1-90-9555	Property Taxes - Equipment	<b>4,446</b>		
2026		<b>G&amp;A Expense</b>	<b>354,297</b>		
2026	1-70-9110	Advertising and Promotion	<b>14,750</b>		
2026		<b>Mkting/Member Expense</b>	<b>14,750</b>		
2026		<b>Total Operating Expense</b>	<b>1,456,132</b>		
2026		<b>EBITDA</b>	<b>(1,447)</b>		
2026	1-90-9500	Interest Expense - Bank	<b>24,087</b>	Original	
2026	1-90-9555	Property Taxes - Equipment	<b>737</b>	19737	4,350
2026		<b>Other Income / Expense</b>	<b>24,824</b>		
2026		<b>Net Income</b>	<b>(26,272)</b>		
2026		<b>Cash Flow from Operations</b>	<b>-</b>		
2026		Capital Lease- Prinicipal (Current Leases)	<b>(65,490)</b>	-52,438	13,052
2026		<b>Cash Flow from Investing</b>	<b>(65,490)</b>		
2026		<b>Net Cash Flow</b>	<b>(91,761)</b>		-109163

## **Subsection 4E.ii**

### **ARGC Revised Rate Sheet**

# Arlington Ridge Golf Club — Green Fees & Extras

Effective November 1, 2025. Rates subject to change without notice.

## 18-Hole Rates

Category	Oct 1–Dec 21	Dec 21–Apr 20	Apr 21–May 31	Jun 1–Sept 30
Public – Before 11am (18H)	\$49	\$65	\$55	\$47
Public – After 11am (18H)	\$45	\$56	\$48	\$43
Public – After 2pm (18H)	\$39	\$45	\$38	\$35
Resident – Before 11am (18H)	\$44	\$55	\$48	\$42
Resident – After 11am (18H)	\$38	\$50	\$41	\$36
Resident – After 2pm (18H)	\$28	\$41	\$38	\$28

## 9-Hole Rates

Category	Oct 1–Dec 21	Dec 21–Apr 20	Apr 21–May 31	Jun 1–Sept 30
Public – Before 11am (9H)	-	-	-	-
Public – After 11am (9H)	\$35	\$39	\$35	\$28
Public – After 2pm (9H)	\$25	\$32	\$25	\$22
Resident – Before 11am (9H)	\$30	\$32	\$30	\$25
Resident – After 11am (9H)	\$25	\$28	\$25	\$20
Resident – After 2pm (9H)	\$20	\$22	\$20	\$15

## Range Memberships

- \$60 per month (6-month commitment required)

\* Social Members: Two (2) Discounted Greens Fees Per Round, Per Month, Per Household

\* LGM reserves the right to set outing rates based on group size.

## **Subsection 4E.iii**

# **ARGC Membership Proration Policy Update**

# Arlington Ridge Golf Club

## Membership Proration Policy (Updated)

Effective: January 1, 2026

### 1. Purpose

Arlington Ridge Golf Club operates on a fixed annual membership cycle running November 1 through October 31. This policy defines how prorated memberships are handled for eligible members while protecting early sign-ups and supporting predictable budgeting.

### 2. Eligibility for Proration (Updated)

Proration is available only to the following groups:

- Brand-new members who have never previously held a membership at Arlington Ridge.
- Newly arrived residents of the Arlington Ridge community (proof required).
- Former members who have NOT held a membership for at least the past two membership years, due to issues related to prior management. These members may enter the proration schedule once they meet the 2-year inactivity requirement.

Proration is NOT available to:

- Any former member who cancelled or resigned within the last two membership years.
- Members attempting to rejoin mid-year for a discounted rate.
- Anyone outside the approved categories. Returning members who do not qualify must pay full annual dues regardless of join date.

### 3. Penalty System

To protect early sign-ups, a penalty multiplier ensures that late joiners never pay a lower effective monthly rate than full-year members.  $\text{Prorated Total Due} = \text{Monthly Rate} \times (\text{Months Remaining} + 1)$ . All prorated memberships still expire on October 31.

### 4. Annual Membership Dues

Individual: \$3,670 per year (Monthly equivalent: \$305.83).

Household: \$6,259 per year (Monthly equivalent: \$521.58).

### 5. Prorated Fee Schedule – Individual Membership

Join Month	Months Left	Formula	Total Due	Effective Monthly
January	10	$\$305.83 \times 11$	\$3,364	\$336
February	9	$\$305.83 \times 10$	\$3,058	\$340
March	8	$\$305.83 \times 9$	\$2,752	\$344
April	7	$\$305.83 \times 8$	\$2,447	\$350
May	6	$\$305.83 \times 7$	\$2,141	\$357
June	5	$\$305.83 \times 6$	\$1,835	\$367
July	4	$\$305.83 \times 5$	\$1,529	\$382
August	3	$\$305.83 \times 4$	\$1,223	\$408
September	2	$\$305.83 \times 3$	\$918	\$459
October	1	$\$305.83 \times 2$	\$612	\$612

## 6. Prorated Fee Schedule – Household Membership

Join Month	Months Left	Formula	Total Due	Effective Monthly
January	10	$\$521.58 \times 11$	\$5,737	\$574
February	9	$\$521.58 \times 10$	\$5,216	\$580
March	8	$\$521.58 \times 9$	\$4,694	\$587
April	7	$\$521.58 \times 8$	\$4,173	\$596
May	6	$\$521.58 \times 7$	\$3,651	\$609
June	5	$\$521.58 \times 6$	\$3,130	\$626
July	4	$\$521.58 \times 5$	\$2,608	\$652
August	3	$\$521.58 \times 4$	\$2,086	\$695
September	2	$\$521.58 \times 3$	\$1,565	\$782
October	1	$\$521.58 \times 2$	\$1,043	\$1,043

## 7. Staff Script (For Membership Inquiries)

“Our membership year runs November 1–October 31. Proration is only available for brand-new members, new residents, and returning members who have been inactive for at least two full membership years. To protect the value of early sign-ups, all prorated memberships use a penalty multiplier and still renew on November 1.”



## **Subsection 4F**

### **District Manager: Regular Report**



## **Arlington Ridge Community Development District**

c/o Inframark Management Services | 313 Campus Street | Celebration, FL 34747

### **District Managers Report December 2025**

#### **B.R.A.C. Roof Proposals**

Due to the holiday season, we do not expect to have proposals for the Blue Ridge Activity Center until the January Agenda. Jurin Roofing did our biannual inspection, and we should have their report soon. Jurin has stated they would be interested in providing a quote.

#### **RFP Auditing Services**

The notice was sent out, and the bids were opened on December 8, 2025. We only received one bid. The board will need to decide if they wish to accept the new bid or retain the current auditing firm.

#### **Former Pine Tree Areas**

I am working on getting proposals and suggestions for replacing landscaping for the 3 areas near Hopewell Pass where the dead pines were removed. Since the last removal we have 5 more pines that are dead or dying at Independence Trail and Roanoke, one dying along the Roanoke berm and 3 dying along the property edge along White Plains Way. The trees have been marked, and vendors will be coming to give pricing.

#### **Gym Proposals**

We are working on compiling the gym proposals to present to the board for January. The service vendor has stated that 3 of our treadmills are getting to the point they will need to be replaced as parts are becoming discontinued. One treadmill average about \$8,000.

## **Subsection 4G**

# **Community Director: Regular Report**



## **Arlington Ridge Community Development District**

c/o Inframark Management Services | 313 Campus Street | Celebration, FL 34747

### **Community Director Report December 2025**

#### **Lexington Spa**

The pools are scheduled to be closed on January 6. During the December closure Derrick did monthly pressure washing and repaired several of the lounges and reconnected the loose wire in the gate push button by Chatham's coffee shop.

#### **Fairfax Hall Exterior**

The repair and painting project is tentatively scheduled for the end of January. Once a specific timeline is established with the two vendors an update will be provided. The next step is to decide if we wish to keep the exact same color or update the building with a different color scheme that will still coincide with the current scheme.

#### **Holiday Events**

The Holiday Tree Lighting and Parade were a great success! Attendance was strong, and guests enjoyed complimentary hot chocolate provided by the restaurant, along with other beverages available for purchase. A special thank you to Sunstorm Energy, one of our frequent seminar vendors, for generously providing cookies for the event.

This year, the District was adorned with over 100,000 lights at the front entrance and Village Green. We also introduced a new outdoor tree featuring a dazzling light show, while the previous 12-foot tree was relocated to Fairfax Hall to better complement the space. Thank you to everyone who helped with the decorations and to the 11 golf carts that participated in the festive parade!

The Food & Beverage team and the CDD partnered to host the Holiday Gala. As of December 8, we have 38 attendees registered. F&B has confirmed the event will proceed, and residents were able to sign up through Friday, December 12.

On December 13, pets and their owners enjoyed a fun-filled day taking photos with Mr. & Mrs. Clause from 10 a.m. to 2 p.m. Each pet received a special holiday treat compliment of the CDD! Looking ahead, the CDD plans to collaborate more closely with volunteers to expand this event and make it even more enjoyable for all the wonderful pets in Arlington Ridge.

# **Section 5**

## **Business Items**

## **Subsection 5A (1)**

# **OPP#3148-WTZ12.08 - Propump & Controls**

**PROJECT MANUAL**  
**FOR**  
**PUMP HOUSE REPAIR AND RESTORATION PROJECT SERVICES**  
**ARLINGTON RIDGE**  
**COMMUNITY DEVELOPMENT DISTRICT**

Issued: Friday, November 21, 2025  
Proposals Due: Monday, December 8, 2025

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**PUMP HOUSE REPAIR AND RESTORATION PROJECT SERVICES  
REQUEST FOR PROPOSALS  
ARLINGTON RIDGE COMMUNITY DEVELOPMENT DISTRICT  
City of Leesburg, Lake County, Florida**

Notice is hereby given that the Arlington Ridge Community Development District (“**District**”) will accept proposals from qualified firms (“**Proposers**”) interested in providing pump house repair and restoration services, all as more specifically set forth in the Project Manual. The Project Manual, including among other materials, contract documents, project scope and any technical specifications, will be available for public inspection and may be obtained by sending an email to [lee.graffius@inframark.com](mailto:lee.graffius@inframark.com). In order to submit a proposal, each Proposer must (1) be authorized to do business in Florida; and (2) hold all required state and federal licenses in good standing. The District reserves the right in its sole discretion to make changes to the Project Manual up until the time of the proposal opening.

Firms desiring to provide services for this project must submit proposals no later than **December 8, 2025, at 12:00 p.m. (EST)** to Inframark, Infrastructure Management Services, 4463 Arlington Ridge Boulevard, Leesburg, Florida 34748, Attention: Arlington Ridge CDD, District Manager. Proposals may be emailed, submitted in person or sent via regular mail; provided, however, it is the Proposers responsibility to ensure timely delivery of said proposal. Proposals sent by mail shall be submitted in a sealed package, shall bear the name of the Proposer on the outside of the package and shall clearly identify the project. Email proposals shall contain the subject line “Arlington Ridge CDD – Proposal for Pump House Repair and Restoration Project Services.” Any proposal not completed as specified or missing the required proposal documents may be disqualified in the District’s discretion. Unless certain circumstances exist where a public opening is unwarranted, proposals will be publicly opened at the time and date stipulated above; those received after the time and date stipulated above may be returned un-opened to the Proposer.

Any protest regarding the Project Manual, including but not limited to protests relating to the proposal notice, the proposal instructions, the proposal forms, the contract form, the scope of work, the specifications, the evaluation process, or any other issues or items relating to the Project Manual, must be filed in writing, within seventy-two (72) hours after issuance of the Project Manual. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid plans, specifications or contract documents. Additional information and requirements regarding protests are set forth in the Project Manual and the District’s Rules of Procedure, which are available from the District Manager, Inframark, Infrastructure Management Services, 4463 Arlington Ridge Boulevard, Leesburg, Florida 34748, or by sending an email to [lee.graffius@inframark.com](mailto:lee.graffius@inframark.com), or by telephone at (352) 728-2186.

Price will be one factor used in determining the proposal that is in the best interest of the District, but the District explicitly reserves the right to make such award to other than the lowest price proposal. The District has the right to reject any and all proposals and waive any technical errors, informalities or irregularities if it determines in its discretion it is in the best interest of the District to do so. Any and all questions relative to this project shall be directed in writing by email only to Lee Graffius at [lee.graffius@inframark.com](mailto:lee.graffius@inframark.com) and Meredith Hammock at [meredith@cddlattorneys.com](mailto:meredith@cddlattorneys.com).

Arlington Ridge Community Development District  
Lee Graffius, District Manager

## ARLINGTON RIDGE COMMUNITY DEVELOPMENT DISTRICT

### Pump House Repair and Restoration Project Services City of Leesburg, Lake County, Florida

#### Instructions to Proposers

**1. DUE DATE.** One (1) written sealed proposal (“**Proposals**”) with a PDF file on a flash-drive must be received by interested parties (“**Proposer**”) no later than December 8, 2025, at 12:00 p.m. (EST) at the offices of Inframark, Infrastructure Management Services, 4463 Arlington Ridge Boulevard, Leesburg, Florida 34748, Attention: Arlington Ridge CDD, District Manager. Unless certain circumstances exist where a public opening is unwarranted, proposals will be publicly opened at that time. Proposals received after the time and date stipulated above will not be considered.

**2. SUMMARY OF SCHEDULE.** The District anticipates the following RFP schedule, though certain dates may be subject to change:

DATE	EVENT
November 21, 2025	RFP Notice is issued.
November 21, 2025	RFP package available for download.
December 3, 2025 at 5:00 PM (EST)	Deadline for questions.
December 8, 2025 at 12:00 p.m. (EST)	Proposals submittal deadline.
December 8, 2025 at 12:00 p.m. (EST)	Bid opening.

**3. SIGNATURE ON PROPOSAL.** Each Proposer must correctly execute all forms, affidavits, and acknowledgments for which signature and notary blocks are provided. Anyone signing the Proposal as agent shall file with the Proposal legal evidence of his authority to do so.

**4. FAMILIARITY WITH THE PROJECT.** The Proposer, by and through the submission of the Proposal, agrees that he shall be held responsible for having heretofore examined the project site, the location of all proposed work and for having satisfied himself from his own personal knowledge and experience or professional advice as to the character, conditions, and location of the site and any other conditions surrounding and affecting the work, any obstruction, the nature of any existing construction, and all other physical characteristics, in order that the Proposer may include in the prices which the Proposer proposes all costs pertaining to the work. The Proposer understands that the project site is open and that he may schedule an independent visit to evaluate the project site with the District Manager. The Proposer agrees to accept the site in an “as is” condition and hold its prices for the period set forth in this proposal package. The Proposer, in preparing the Proposal, shall take into consideration that work by other contractors may be in progress at or near the site and that the Proposer shall not interfere with work done by such other contractors.

**5. FAMILIARITY WITH THE LAW.** By submitting a Proposal, the Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work as well as the District’s operating rules and procedures. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

**6. PROJECT MANUAL.** The “Project Manual,” and any addenda thereto, will be available from the District Manager’s office by sending an email to [lee.graffius@inframark.com](mailto:lee.graffius@inframark.com).

**7. QUALIFICATIONS OF PROPOSER.** The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience to do the work specified herein at the sole and absolute discretion of the District. The Proposer shall submit with its Proposal satisfactory evidence of experience in similar work and show that it is fully prepared with the necessary organization, capital, and equipment to complete the work to the satisfaction of the District.

**8. SUBMISSION OF ONLY ONE PROPOSAL.** Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

**9. INTERPRETATIONS AND ADDENDA.** All questions about the meaning or intent of the Project Manual are to be directed in writing, via email only, to Lee Graffius at [lee.graffius@inframark.com](mailto:lee.graffius@inframark.com) and Meredith Hammock at [meredith@cddlattorneys.com](mailto:meredith@cddlattorneys.com). Additionally, the District reserves the right in its sole discretion to make changes to the Project Manual up until the time of the Proposal opening. Interpretations or clarifications considered necessary in response to such questions will be issued by Addenda to all parties. Questions received after December 3, 2025, at 5:00 PM (EST) will not be answered. Answers to all questions will be provided to all Proposers by email. Only questions answered by formal written Addenda will be binding. No interpretations will be given verbally. No inquiries will be accepted from subcontractors; the Proposer shall be responsible for all queries.

**10. SUBMISSION OF PROPOSAL.** Submit one (1) proposal, along with other requested attachments, no later than **December 8, 2025, at 12:00 p.m. (EST)** to Inframark, Infrastructure Management Services, 4463 Arlington Ridge Boulevard, Leesburg, Florida 34748, Attention: Arlington Ridge CDD, District Manager. Proposals may be emailed, submitted in person or sent via regular mail; provided, however, it is the Proposers responsibility to ensure timely delivery of said proposal. Proposals sent by mail shall be submitted in a sealed package, shall bear the name of the Proposer on the outside of the package and shall clearly identify the project. Email proposals shall contain the subject line “Arlington Ridge CDD – Proposal for Pump House Repair and Restoration Project Services.” All costs to prepare and submit a response shall be borne by the Proposer.

**11. MODIFICATION AND WITHDRAWAL.** Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where Proposals are to be submitted at any time prior to the time and date the proposals are due. No Proposal may be withdrawn after opening for a period of ninety (90) days.

**12. PROPOSAL FORMS.** All blanks on the Proposal forms must be completed in ink or typewritten. The Proposal shall contain an acknowledgment of receipt of all Addenda. In making its Proposal, each Proposer represents that it has read and understands the Project Manual and that the Proposal is made in accordance therewith, including verification of the contents of the Project Manual against the Table of Contents.

**13. PROPOSAL INFORMATION.** All Proposals should include the following information, among other things described herein:

- A. A completed and executed Proposal Form, with all of its four parts and any attachments, as well as executed copies of the Affidavit Regarding Proposal, the Sworn Statement

Regarding Public Entity Crimes, the Sworn Statement Regarding Scrutinized Companies, and the Sworn Statement Regarding Human Trafficking.

- B. Proposer's organizational chart for the company and for the team proposed to serve the District.
- C. A list of the position / title and corporate responsibilities of key management or supervisory personnel (forms attached). Include resumes for each person listed, and list years of experience in present position for each party listed and years of related experience.
- D. Describe proposed staffing levels, including information on current operations, administrative, and management staffing of both a professional and technical nature, including resumes for staff at or above the project manager level.
- E. Information related to other projects of similar size and scope for which Proposer has provided, or is currently providing shoreline restoration repair services over the past three years (forms attached), including the scope of services provided, the name of the project owner, and a contact name and phone number.
- F. At least three (3) references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.
- G. A narrative description of the Proposer's approach to providing the services as described in the scope of services provided herein (limited to five (5) pages).
- H. Completed proposal pricing sheet. All responses must provide unit prices for each of the items described in the Project Manual. If additional services are added during the term of the contract, compensation for such services shall be based on the unit prices provided. If the Proposer wishes to propose alternative service model, the Proposer may submit an attachment describing the alternative service model and providing pricing therefor, but MUST also complete the enclosed proposal pricing sheet.
- I. A current certificate of insurance.

**14. INSURANCE.** All Proposers shall include as part of their proposal a current Certificate of Insurance demonstrating that the company's ability to meet the insurance coverage requirements set forth in the attached Contract form provided herein. In the event the Proposer is notified of award, it shall provide proof of the Insurance Coverage identifying the District, its officers, employees and agents as additional insureds, as stated in the Contract form provided herein, within fourteen (14) calendar days after notification, or within such approved extended period as the District may grant. Failure to provide proof of insurance coverage shall constitute a default.

**15. BASIS OF AWARD/RIGHT TO REJECT.** The District reserves the right to reject any and all proposals, in its sole and absolute discretion, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

**16. CONTRACT AWARD.** Within fourteen (14) days of receipt of the Notice of Award from the District or as otherwise extended by the District, the Proposer shall enter into and execute the District's form of contract as mutually agreed by the parties. If a Proposer to whom a contract is awarded

forfeits and fails to execute a contract agreement within the aforementioned timeframe, the contract award may be annulled at the District's option. If the award is annulled, the District may, at its sole discretion, award the contract to the next highest ranked Proposer for the contract work, re-advertise, perform the work by day/temporary labor, or through in-house operations. The District and the selected contractor ("**Contractor**") will execute a contract for a specified term. This RFP does not guarantee that a contract will be awarded. The District reserves the exclusive right to reject any and all Proposals. The District reserves the right to award by items, groups of items, or total proposal.

**17. MANDATORY AND PERMISSIVE REQUIREMENTS.** Notwithstanding anything else within the Project Manual, the only mandatory requirements of this Project Manual are that each Proposer must (1) be authorized to do business in Florida and (2) hold all required state and federal licenses in good standing. All other requirements set forth in the Project Manual shall be deemed "permissive," in that a Proposer's failure to meet any requirement described in mandatory terms such as "shall," "will," "mandatory," or similar language does not automatically disqualify the Proposer's Proposal, but instead in the Board's discretion may result in the disqualification of a Proposal or alternatively may be taken into account in the evaluation of the Proposal.

**18. INDEMNIFICATION.** The Contractor shall fully indemnify, defend and hold harmless the District and its officers, agents, and employees from and against all claims, damages, costs and losses arising, in whole or in part, from Contractor's negligence or breach of contract.

**19. LIMITATION OF LIABILITY.** Nothing herein shall be construed as or constitute a waiver of District's limitations on liability contained in Section 768.28, *Florida Statutes*, or other statute or law.

**20. EVALUATION OF PROPOSALS.** The Board shall review and evaluate the Proposals in their individual discretion, based on information within the proposals, from reference checks, from staff recommendations, and any other information available, and shall make any final determination with respect to the award of a final contract that is in the best interests of the District. Chapter 112, *Florida Statutes*, will govern any voting conflicts of interest, and as such a voting conflict of interest may arise solely where there is a personal financial interest relating to the contract award.

Proposals may be held by the District for a period not to exceed ninety (90) days from the date of proposal opening for the purposes of reviewing the proposals and investigating the qualifications of the Proposers, prior to executing a contract agreement. During this time, all provisions of the submitted proposal must be in effect, including pricing. The District may visit the Proposer's facilities as part of the evaluation process. The District also reserves the right to seek clarification from prospective firms on any issue in a response, invite specific firms for site visits or oral presentations, or take any action it feels necessary to properly evaluate the submissions and construct a solution in the District's best interest. Failure to submit the requested information or required documentation may result in the lessening of the overall proposal evaluation or the disqualification of the proposal response.

**21. COLLUSION.** Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

**22. BLACK OUT PERIOD/CONE OF SILENCE.** The black out period is defined as between the time the Request for Proposals is issued by the District and the time the Board awards the contract. During this black out period, and except as otherwise expressly authorized herein, any attempt to communicate either directly or indirectly with District staff or officials related to this solicitation for

goods or services, in person, by mail, by facsimile, by telephone, by electronic mail, or by any other means of communication, will result in disqualification of their award and/or contract. This does not apply to pre-solicitation conferences, contract negotiations, or communications with staff not concerning this solicitation.

**23. PRICING.** Proposers shall submit their price information on the supplied forms with all blank spaces completed. **Proposers shall also sign the required form.** Each line item shall be clearly stated and cover all charges including incidental expenses, applicable taxes, insurance, overhead and profit. Proposers shall guarantee that their pricing to the District shall not increase throughout the term of the contract agreement executed without written consent from the District. If the Proposer wishes to propose alternative service model, the Proposer may submit an attachment describing the alternative service model and providing pricing therefor but **MUST** also complete the enclosed proposal pricing sheet.

**24. E-VERIFY.** The successful Contractor must comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, to the extent required by Florida Statute, the Contractor must register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees and shall comply with all requirements of Section 448.095, *Florida Statutes*, as to the use of subcontractors. The District may terminate the contract immediately for cause if there is a good faith belief that the Contractor has knowingly violated Section 448.091, *Florida Statutes*. By submitting a Proposal, the Proposer represents that no public employer has terminated a contract with the Proposer under Section 448.095(5)(c), *Florida Statutes*, within the year immediately preceding the date of this solicitation.

**25. REFERENCE TERMS.** Any headings in this document are for the purposes of reference only and shall not limit or otherwise affect the meaning thereof. Any reference to gender shall be construed to include all genders, firms, partnerships and corporations. References in the singular shall be construed to include the plural and references in the plural shall be construed to include the singular.

**26. ADDITIONAL TERMS AND CONDITIONS.** No additional terms and conditions included with the proposal response shall be evaluated or considered and any and all such additional terms and conditions shall have no force and effect and are inapplicable to this proposal. If submitted either purposefully through intent or design or inadvertently appearing separately in transmitting letters, specifications, literature, price lists or warranties, it is understood and agreed the general and special conditions in this solicitation are the only conditions applicable to this proposal and the Proposer's authorized signature affixed to the proposal attests to this.

**27. PROTESTS.** Any protest relating to the Project Manual, including but not limited to protests relating to the proposal notice, the proposal instructions, the proposal forms, the contract form, the scope of work, the maintenance map, the specifications, the evaluation criteria, the evaluation process, or any other issues or items relating to the Project Manual, must be filed in writing, within seventy-two (72) hours (excluding Saturdays, Sundays, and official holidays of the State of Florida) after issuance of the Project Manual (**i.e., by no later than November 26, 2025, at 5:00 PM (EST)**), and any protest relating to a decision regarding a contract award or rejection of proposal(s) must be filed within seventy-two (72) hours (excluding Saturdays, Sundays, and official holidays of the State of Florida) after issuance of a notice of such a decision. Such protests must be filed at: **Inframark, Infrastructure Management Services, 4463 Arlington Ridge Boulevard, Leesburg, Florida 34748, Attention: Arlington Ridge CDD, District Manager**. A formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest relating to the aforesaid Project Manual.

Any person who files a notice of protest shall provide to the District, simultaneous with the filing of the notice, a protest bond with a responsible surety to be approved by the District and in the amount equal to twenty percent (20%) of the anticipated total contract award (including the initial term of the contract and all renewal terms) that is the subject of the protest. If the protest relates to the Project Manual, or a decision to reject all proposals, the protest bond shall be in the amount of One Hundred Thousand Dollars (\$100,000.00). In the event the protest is successful, the protest bond shall be refunded to the protestor. In the event the protest is unsuccessful, the protest bond shall be applied towards the District's costs, expenses and attorneys' fees associated with hearing and defending the protest. In the event that the protest is settled, the protest bond may be applied as set forth in the settlement agreement. No proposer shall be entitled to recover any costs of proposal preparation from the District, regardless of the outcome of any protest.

*[End of Instructions to Proposers]*

**AFFIDAVIT REGARDING PROPOSAL**

**STATE OF Florida**  
**COUNTY OF Manatee**

Before me, the undersigned authority, appeared the affiant, Kelly Conn, and having taken an oath, affiant, based on personal knowledge, deposes and states:

1. I am over eighteen (18) years of age and competent to testify as to the matters contained herein. I serve in the capacity of Regional Manager for ProPump and Controls, Inc. ("Proposer"), and I am authorized to make this Affidavit Regarding Proposal on behalf of Proposer.

2. I assisted with the preparation of, and have reviewed, the Proposer's proposal ("Proposal") provided in response to the Arlington Ridge Community Development District's ("District") request for proposals for Pump House Repair and Restoration Project Services. All of the information provided therein is full and complete, and truthful and accurate. I understand that intentional inclusion of false, deceptive or fraudulent statements, or the intentional failure to include full and complete answers, may constitute fraud; and, that the District may consider such action on the part of the Proposer to constitute good cause for rejection of the proposal.

3. I do hereby certify that the Proposer has not, either directly or indirectly, participated in collusion or proposal rigging.

4. The Proposer agrees through submission of the Proposal to honor all pricing information for ninety (90) days from the opening of the proposals, and if awarded the contract on the basis of this Proposal to enter into and execute the contract in the form included in the Project Manual.

5. The Proposer acknowledges the receipt of the complete Project Manual as provided by the District and as described in the Project Manual's Table of Contents, as well as the receipt of the following Addendum No.'s: \_\_\_\_\_.

6. By signing below, and by not filing a protest within the seventy-two (72) hour period after issuance of the Project Manual (**i.e., by no later than November 26, 2025 at 5:00 PM (EST)**), the Proposer acknowledges that (i) the Proposer has read, understood, and accepted the Project Manual; (ii) the Proposer has had an opportunity to consult with legal counsel regarding the Project Manual; (iii) the Proposer has agreed to the terms of the Project Manual; and (iv) the Proposer has waived any right to challenge any matter relating to the Project Manual, including but not limited to any protest relating to the proposal notice, proposal instructions, the proposal forms, the contract form, the scope of work, the maintenance map, the specifications, the evaluation criteria, the evaluation process, or any other issues or items relating to the Project Manual.

7. The Proposer authorizes and requests any person, firm or corporation to furnish any pertinent information requested by the District, or its authorized agents, deemed necessary to verify the statements made in the Proposal, or regarding the ability, standing, integrity, quality of performance, efficiency, and general reputation of the Proposer.



Under penalties of perjury under the laws of the State of Florida, I declare that I have read the foregoing Affidavit Regarding Proposal and that the foregoing is true and correct.

Dated this 3rd day of December, 2025.

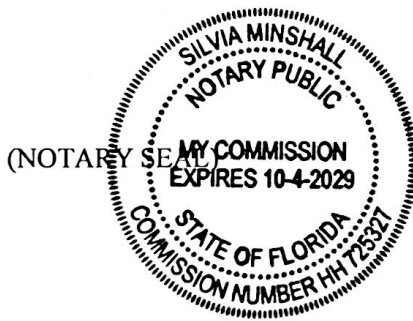
Proposer: ProPump & Controls- Kelly Conn

By: Kelly M. Conn

Title: Regional Manager

STATE OF Florida  
COUNTY OF Manatee

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☒ online notarization, this 3rd day of December 2025, by Kelly Conn as Regional Manager of ProPump and Controls, Inc., who appeared before me this day in person, and who is either personally known to me, or produced as identification.



Silvia Minshall  
NOTARY PUBLIC, STATE OF Florida

Name: Silvia Minshall  
(Name of Notary Public, Printed, Stamped or  
Typed as Commissioned)

**PROPOSAL FORM**  
**PART I – GENERAL INFORMATION**

• *Proposer General Information:*

Proposer Name ProPump & Controls

Street Address 2033 Cantu Ct

P. O. Box (if any) \_\_\_\_\_

City Sarasota State FL Zip Code 34232

Telephone 941-755-4589 Fax no. \_\_\_\_\_

1st Contact Name Kelly Conn Title Regional Manager

2nd Contact Name William Douglas Title Project Manager

Parent Company Name (if any) \_\_\_\_\_

Street Address \_\_\_\_\_

P. O. Box (if any) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone \_\_\_\_\_ Fax no. \_\_\_\_\_

1st Contact Name \_\_\_\_\_ Title \_\_\_\_\_

2nd Contact Name \_\_\_\_\_ Title \_\_\_\_\_

- *Company Standing:*

Proposer's Corporate Form: Corporation  
(e.g., individual, corporation, partnership, limited liability company, etc.)

In what State was the Proposer organized? IL Date 01/07/2011

Is the Proposer in good standing with that State? Yes X No     

If no, please explain \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Is the Proposer registered with the State of Florida, Division of Corporations and authorized to do business in Florida? Yes X No     

If no, please explain \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- *Licensure* – Please list all applicable state and federal licenses, and state whether such licenses are presently in good standing:

LC General Contractor: FL, NC, SC, VA, & TN- All In good standing

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- **Please attach a current certificate of insurance.**

**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)

12/3/2025

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

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

<b>PRODUCER</b> WWW Insurance, LLC 300 First Avenue South Fifth Floor St. Petersburg FL 33701		<b>CONTACT NAME:</b> <b>PHONE (A/C, No, Ext):</b> 727-522-7777 <b>E-MAIL ADDRESS:</b> certificates@w3ins.com		<b>FAX (A/C, No):</b> 727-521-2902
<b>INSURED</b> ProPump & Controls, Inc. 2101 Cantu Ct Sarasota FL 34232		<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
PROP&CO-01		INSURER A : Amerisure Insurance Company		19488
		INSURER B : Amerisure Mutual Insurance Company		23396
		INSURER C : Tokio Marine Specialty Insurance Company		23850
		INSURER D :		
		INSURER E :		
		INSURER F :		

**COVERAGES****CERTIFICATE NUMBER:** 834917379**REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			CPP21186270401	10/1/2025	10/1/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			CA21186260402	10/1/2025	10/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			CU21186290401	10/1/2025	10/1/2026	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	N/A	WC21186280402	10/1/2025	10/1/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Errors & Omissions			PPK2614889002	10/1/2025	10/1/2026	Per Incident/Agg \$5,000,000
C	Pollution			PPK2614889002	10/1/2025	10/1/2026	Per Incident/Agg \$5,000,000

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

**CERTIFICATE HOLDER****CANCELLATION**Arlington Ridge Community Development District  
4463 Arlington Ridge Blvd  
Leesburg FL 34748

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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**PROPOSAL FORM**  
**PART II – PERSONNEL AND EQUIPMENT**

- List the location of the Proposer's office which would perform work for the District.

Street Address 2033 Cantu Ct

P. O. Box (if any) \_\_\_\_\_

City Sarasota State FL Zip Code 34232

Telephone 941-755-4589 Fax no. \_\_\_\_\_

1st Contact Name Kelly Conn Title ~~Regional Manager~~

2nd Contact Name Billy Douglas Title Project Manager

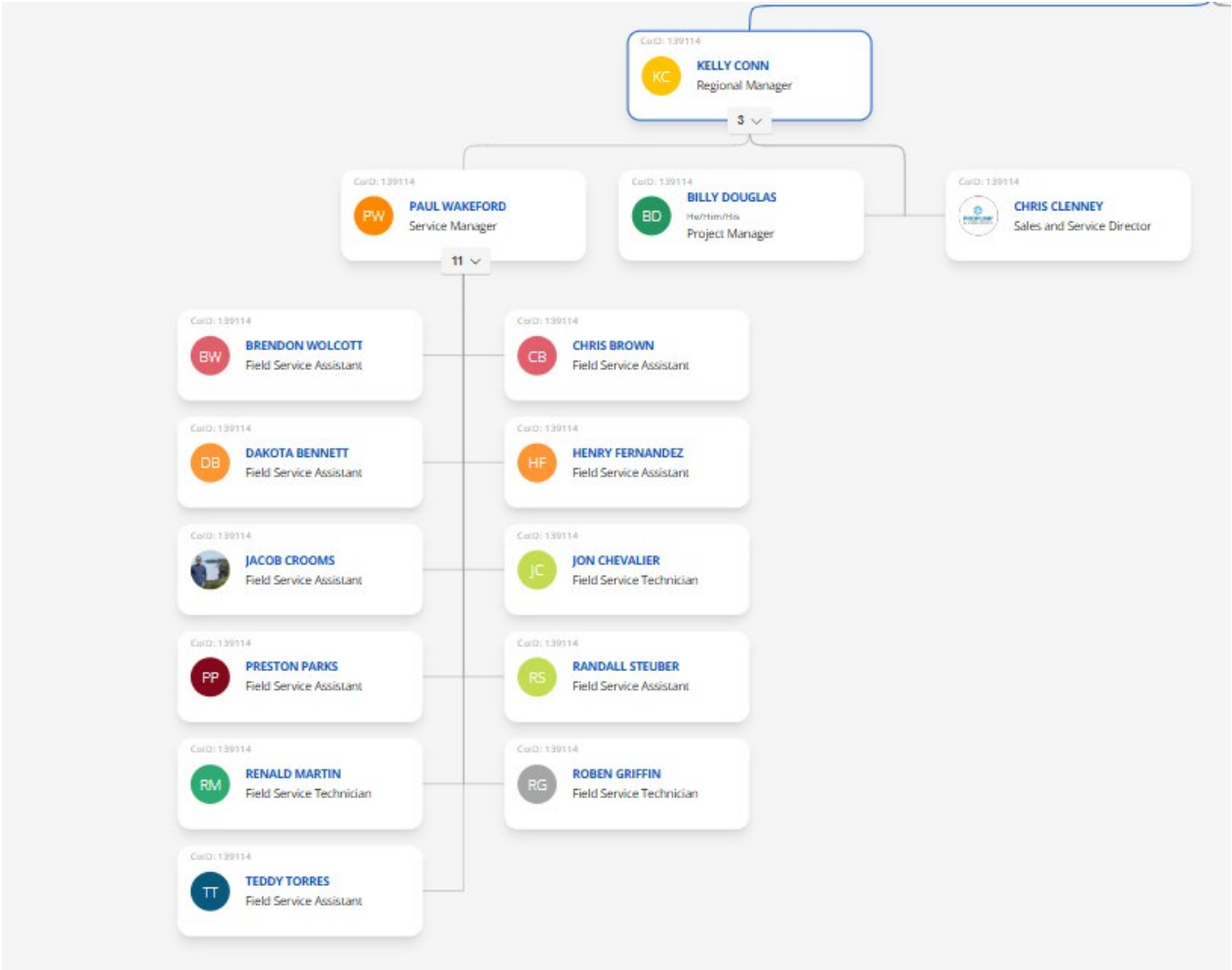
- Proposed Staffing Levels – pump house repair and restoration staff will include the following:

1 Supervisors  
3 Technical personnel, who will be onsite 4 days per 1 wk.  
 and \_\_\_\_\_ Other (please describe): \_\_\_\_\_

- Supervisory Personnel – Please provide a list of all Supervisory Personnel proposed to be assigned to this project and attach resumes for any individuals listed.
- Technical Personnel – Does the Proposer currently employ any other technical personnel who have expertise in relevant fields of expertise? Yes ☒ No ☐ If yes, please provide the person (attach additional sheets if necessary):

Name: See Below

Please attach an organizational chart for the company and for the team proposed to serve the District.



**PROPOSAL FORM**  
**PART III – EXPERIENCE**

- *Has the Proposer performed work for a community development district previously?*  
Yes \_\_\_\_ No \_\_\_\_  
*If yes, please provide the following information for each project (attach additional sheets if necessary):*

Project Name/Location: Heritage Landing Masters Association

Contact: Mary Longares Contact Phone: 941-347-2228

Project Type/Description: Service Repairs and Maintenance

Dollar Amount of Contract: Various

Scope of Services: Replace Control HMI, Filter Repairs, Pump Replacements

Dates Serviced: 02/2024- Present

- *Please state whether or not the Proposer or any of its affiliates are presently barred or suspended from proposing or contracting on any state, local, or federal contracts?*  
Yes \_\_\_\_ No \_\_\_\_ *If yes, please provide:*

The names of the entities \_\_\_\_\_

The state(s) where barred or suspended \_\_\_\_\_

The period(s) of debarment or suspension \_\_\_\_\_

Also, please explain the basis for any bar or suspension:

\_\_\_\_\_  
\_\_\_\_\_

- *List any and all governmental enforcement actions (e.g., any action taken to impose fines or penalties, licensure issues, permit violations, consent orders, etc.) taken against the Proposer or its principals, or relating to the work of the Proposer or its principals, in the last five (5) years. Please describe the nature of the action, the Proposer's role in the action, and the status and/or resolution of the action.*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**List three (3) references from projects of a similar size and scope:**Reference 1

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Project Name/Location: Deep CreekContact Tod Evans Contact Phone: 941-625-6911Project Type/Description: New Station and Wet WellDollar Amount of Contract: \$327,000.00Scope of Services: Remove old station, install new station, commission station, and install wet wellDates Serviced: SEPT- NOV/2025Reference 2

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Project Name/Location: Clermont National/ Clermont, FLContact: Andy AppleContact Phone: (843) 455-0702

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Project Type/Description: New WTX Station and InstallDollar Amount of Contract: \$218,000.00Scope of Services: Remove old station, install new station, and commission new stationDates Serviced: JUNE 2025Reference 3

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Project Name/Location: Celebration Golf Club/ Kissimmee, FLContact: Ryan Burke Contact Phone: (407)566-4653

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Project Type/Description: New Station and InstallDollar Amount of Contract: \$279,000.00Scope of Services: Remove old station, install new station, and commission new stationDates Serviced: JANUARY 2025



**PROPOSAL FORM  
PART IV – PRICING**

*NOTE: This pricing form is intended to cover pricing for a one-year or less term of the contract; however, if Proposer intends to provide the services in a multi-year phased approach, it is assumed that prices will remain the same through each of the phases. If the Proposer intends to change pricing for any phased approach, then the Proposer should submit multiple pricing forms, one for each option. Otherwise, the prices stated below will be binding for the term of the contract for provision of the services, and any phases of that may be provided in subsequent years.*

*Please complete the following:*

**PRICING/SCOPE OF SERVICES FORM**

**ATTACH A NARRATIVE DESCRIPTION OF PROPOSER'S APPROACH TO PROVIDING SERVICES**

SEE BELOW - PROPUMP STATION WATERTRONICS

## Arlington Ridge

### Project:

ProPump and Controls to provide labor and material to replace the existing irrigation pump station. Proposal includes all required equipment, materials and labor to install the Watertronics manufactured product.

*ProPump & Controls, Inc. provides design, sales, installation, and service to over 6,000 accounts throughout the Southeastern United States. We are the largest organization specializing in turf irrigation pump service with over 30 years of experience in the industry.*

*ProPump & Controls, Inc. Florida currently employs 12 technicians servicing all of central and south Florida. Our technicians are fully equipped for various service needs allowing for rapid response and resolution to service-related issues*

### Scope of Work:

#### Existing station removal

- Disassembly and deconstruction of the existing irrigation station.
- Equipment rental and crane contractor as required
- Wet well dive inspection and clean out prior to new installation, performed by licensed and certified diver. Disposal of collected material off site
- Clean and prep concrete slab, remove existing skid anchors
- Off-site disposal of the old station material

#### Installation

- Station engineering design and layout coordination and confirmation with the manufacturer.
- Install scheduling coordination with manufacturer and customer
- Station skid components and control cabinet to be engineered to fit the existing footprint.
- Station mechanical assembly as designed by manufacturer. Discharge transition pipe connection to the existing irrigation mainline.
- Level and align skid, piping, and pumps. Secure station components w/ provided concrete wedge anchors and plates
- Electrical connection to the existing service disconnects

#### Start-Up

- Verify all electrical terminations, joint fittings and structural components are secure and in accordance with factory specifications.
- Perform pre-power checks as specified by manufacturer.
- Verify incoming voltage variance and imbalances are within factory recommended tolerances.
- Power up checks as specified by manufacturer.
- Verify proper motor rotation prior to operation.
- Station performance testing and evaluation.
- Complete manufacturer's Start Up report
- Operator training and remote monitoring setup assistance

**STANDARD EQUIPMENT FEATURES: (Included In Total Station Price)****OPTION NO DESCRIPTION QTY****001-0000008 Vertical Turbine - Station Spec 1**

- A variable speed Vertical Turbine pump station shall be provided. The pump station shall include variable frequency drive speed control vertical turbine pumps piping valves electrical panel base and all other features (where applicable as specified below). Station shall be designed to be installed either outside or inside a weather resistant building furnished by the owner as specified above. A formed and reinforced base platform will support all manifolding pumps motors and control panels to provide an integral unit ready to quickly install at the job site. Configuration of station inlet discharge power connections and layout/orientation of basic system components shall be indicated on the sales drawing. The station shall be completely assembled (where applicable) calibrated and subjected to a dynamic run test including safety check prior to breakdown and shipment to customer.

**005-0000002 UL Listed - Industrial Control Panel 1**

- The station ELECTRICAL CONTROL PANEL shall be UL listed and meet or exceed UL508A specifications for safety of industrial control panels. Panel shall be assembled and tested in a UL508A certified panel shop.

**010-0000001 Paint Color - Watertronics - Green 1**

- Pump station pumping components shall be painted Watertronics GREEN for maximum durability and resistance to corrosion. The paint system shall consist of a multi-step system including media blasting application of a rust prohibitive epoxy prime coat followed by a two part industrial grade ultraviolet resistant polyurethane finish having a total dry film thickness of not less than 5 mils. Each coat will be applied and baked for one half hour at 165 degrees F. Pump station components including base pipework discharge heads manifolds isolation and relief valves grooved clamps and supports shall be painted unless otherwise specified on sales drawing.

**100-0000009 5HP Submersible Motor - 460V/3ph 1**

- A 5HP high efficiency submersible motor shall be provided. The motor shall be inverter duty rated class F windings and shall be fully sealed with stainless steel splined output shaft.

**101-0000016 75HP VHS Premium Efficiency Motor - 460V/3Ph 2**

- A 75HP premium efficient (VHS) vertical hollow shaft motor shall be provided. The motor shall be inverter duty rated class F windings and include internal 120V winding heaters. The motor shall be sized properly for continuous operation of the pump at any point along the designed pump performance curve without exceeding the motors specified horsepower rating. The motor shall be equipped with a "Self Release Coupling" factory configured (bolted to upper bearing) for momentary up thrust protection.

**120-0000002 Pump, Submersible Turbine, 5HP 1**

- A 5HP Submersible Turbine pump shall be provided. The pump shall consist of one or more stages and be designed for maximum performance and efficiency. Bowls shall be made of cast iron or stainless steel. Impellers shall be investment cast stainless steel.

**121-0000116 Pump, Vertical Turbine, 12ILL-4 2**

- A Vertical Turbine pump assembly shall be provided. The pump assembly shall consist of one or more stages designed and manufactured by Watertronics in order to achieve maximum performance and efficiency. Standard features shall include ductile iron bowls with O-ring seals between each stage polymer bearings rated for 4 minute dry run 304 STAINLESS STEEL impellers with minimum pressure rating of 100000PSI 416 stainless steel pump shafts 18/8 stainless steel fasteners and a stainless steel inlet basket strainer properly sized for the pump. Each pump assembly shall be factory tested to Hydraulic Institute ANSI/HI 14.6 acceptance grade 2B.

**140-0000002 Discharge Head - 6" Ductile Iron 2**

- A heavy duty ductile iron 6 INCH pump discharge head assembly shall be provided for superior durability. The discharge head assembly shall include a check valve butterfly valve and related hardware flow rated for up to 900GPM and 150 PSI per ANSI B2.1.

**150-0000020 Pressure Maintenance Pump Column - 2" Diameter - 304 SS 1**

- A 2 INCH diameter pressure maintenance pump column pipe shall be provided. The column pipe shall be fabricated from 304 STAINLESS STEEL. A butterfly valve and check valve shall be provided on the outlet of the column pipe assembly.

**150-0000040 VT Pump Column - 6" Diameter, 4 Piece, Carbon Steel 2**

- A 4 Piece 6 INCH diameter vertical turbine pump column and shaft assembly shall be provided. The column pipe shall be fabricated from ASTM Grade A-53 CARBON STEEL pipe. Line shafts shall be fabricated from 416 STAINLESS STEEL. The shaft diameter shall be no less than prescribed by ANSI B58.1 Section 4.2 Table 4. Bearing retainers shall be stainless steel with polymer bearings. The column and shaft assembly shall be designed per the total pump length specified on the sales drawing.

**180-0000002 Mechanical Shaft Seal 2**

- Each turbine pump discharge head shall contain a mechanical seal assembly located where the line shaft protrudes through the discharge head. The mechanical seal assembly shall consist of a main housing shaft sleeve assembly locking and drive collars. The shaft sleeve shall be machined from 416 stainless steel. The locking and driving collars shall be machined from 7075 aluminum. Integral to the seal housing a permanently lubricated ball bearing shall be mounted located out of the pumping media. The mechanical seal shall be resistant to corrosion and abrasives totally self lubricating and rated for no less than 300 PSI. The seal assembly shall require no bypass tubes or related devices to provide cooling or lubrication. One seal required per Vertical Turbine pump.

**200-0000003 Discharge Manifold - Triplex Pump 1**

- A custom fabricated TRIPLEX PUMP discharge manifold shall be provided. The manifold shall be designed and fabricated by Watertronics to maximize flow and efficiency and to meet specific customer installation requirements. All fabricated piping shall conform to ASTM specifications A53 for Grade B welded or seamless pipe. Discharge piping 12" and larger shall be a minimum "Standard Wall" thickness. Discharge piping 10" and smaller shall be Schedule 40. All welded flanges shall be forged steel slip-on or weld neck type. All welded fittings shall be seamless conforming to ASTM Specification A234 with pressure rating not less than 150 psi. The manifold assembly shall include a main discharge isolation valve discharge pressure gauge three 3/4" fertigation ports and a winterization drain port with 3/4" ball valve.

**210-0000002 4" Pressure Relief Valve 1**

- A 4" pressure relief valve shall be installed on the discharge piping downstream of the pressure regulating valves. The valve shall be sized to bypass sufficient water back to the water source to avoid the discharge pressure from exceeding the maximum programmed pressure set point by more than 10 PSI.

**280-0000001 Data Industrial 220 Series Flowmeter, Brass 1**

- A high quality impeller style flow meter shall be provided to measure water flow with an accuracy of +/- 1%. full scale The flow meter housing shall be made of BRASS. The sensor electronics shall be fully sealed in epoxy potting suitable for indoor or outdoor installation.

**290-0000002 Wetwell Level Control w/2 Pond Fills 1**

- A robust industrial grade WETWELL level control system shall be provided. The system shall consist of a level transducer and a low level safety shutdown float located in the WETWELL for accurate and reliable level control. The controls shall be fully integrated with the control system with programmable set points accessible through the station touchscreen display. The level control system shall function to shutdown the pump system in the event of a low water condition. An additional isolated 5A relay contact shall be provided to control each of TWO external pond fill or other external fill sources. The level transducer shall be rated for a maximum water depth of 33.5 feet.

**400-0000001 Pump Station Base - Formed Steel 1**

- Pump station components shall be mounted on a formed steel base. Formed steel construction is used to minimize weld seams and maximize strength. The base material shall be 3/8" thick ASTM A-26 hot rolled carbon steel plate. Structural steel shall be welded on the underside of the base to maximize structural rigidity. Base shall have a minimum of 8 (eight) lifting points (two at each corner). Base shall include a hinged wet well hatch whenever possible. Base shall be supplied with four anchor brackets and concrete wedge anchor bolts if base length is under 12ft. For base lengths over 12ft six anchors shall be provided.

**410-0000001 Skid Shim Kit, Stainless Steel 1**

- A skid shim kit shall be provided to take up small gaps between skid and floor and to insure level installation of skid. Each kit shall include the following stainless steel shims; Qty (2) - 1/2"x2"x5" Qty(2) - 3/8"x2"x5" Qty(4) - 1/4"x2"x5" Qty(4) - 1/8"x2"x5" .

**500-0000012 Station Disconnect Switch - 400A Fused 1**

- A 3-pole 400 amp maximum FUSED UL Listed main disconnect switch shall be provided. The disconnect switch shall include an operating handle mounted in the main electrical panel door that shall open all ungrounded conductors of the service entrance to the panel. The disconnect switch shall be mechanically interlocked to prevent access while the operating handle is in the ON position. The station disconnect switch shall be correctly sized for the maximum station load and shall meet all applicable NEC and UL508A requirements.

**520-0000029 Variable Frequency Drive, 75HP -480V/3ph 1**

- A high efficiency industrial grade 75HP variable frequency drive shall be provided. The VFD shall be specifically designed for water pumping applications and include a graphical control interface keypad. All internal printed circuit boards shall be conformal coated for long service life.

**540-0000039 VFD (XL) Contactor - 460V/3Ph - 75HP 2**

- A 460V/3Ph - 75HP cross line (XL) industrial grade dual interlocking contactor set shall be provided for the pump. The contactor set shall allow the assigned pump to be run manually across the line or from the VFD output. It will also facilitate sequencing of pumps when more than one main pump is present. An HOA (Hand-Off-Auto) switch will be provided for each pump. When HOA is in Hand position the contactor set will engage to power pump directly across the line. If Off position pump will be disabled and when in Auto pump will run on VFD when assigned as lead pump otherwise the contactor set will sequence the pump on as a lag pump where applicable.

**540-0000070 Motor Starter - 460V/3Ph - 5HP 1**

- A 460VAC/3Ph - 5HP industrial grade Motor Starter shall be provided. The motor starter shall provide integrated switching thermal and current overload protection per NEC article 430 safety requirements. The switching contacts shall be rated for a minimum of 200000 cycles under full load conditions.

**600-0000003 Power - Phase Monitor Protection 1**

- An advanced microprocessor based Power Phase Monitoring system shall be provided to protect the pump system from equipment failure due to power faults occurring on the incoming electrical service to the pump station. The monitor shall actively monitor for phase loss phase reversal phase unbalance under voltage and overvoltage conditions. In the event that these one or more of these conditions occur the Phase Monitor shall signal the PLC logic controller to shut down the pump system preventing damage to pump system components. The phase monitor fault limits and time to trip shall be adjustable. A status LED shall indicate the fault type causing the shutdown event.

**600-0000004 Type 7C - M262 PLC 1**

- The electrical control system shall be an Industrial grade PLC with custom programming written specifically for this project. Control logic shall be based on redundant design and interlocking of control devices for maximum safety and proper sequence of operation. The PLC controller shall have diagnostic LEDs for monitoring status of discrete inputs and outputs as well as a general PLC error feedback. The PLC shall contain RS485 and Ethernet communication ports for monitoring and programming purposes. The PLC will have a high speed counter clock and calendar function with year month day hour minute and day of week.

**610-0000006 10" ComFile HMI Edge CPU 1**

- An industrial grade 10.1" (1024 x 600) LCD touchscreen user interface display shall be provided for monitoring and diagnostic purposes featuring: Digital flow (GPM) and pressure (PSI) display. Both cumulative and resettable gallons pumped indicators. Pump ready/running status with elapsed run time display per pump. Flow-based pressure regulation to match discharge pressure with irrigation demand Individual motor overload reporting Minute by minute data logging saved internally for Historic and real time X-Y plotting of pump station operation. Filter controls. Alarm log. Ability to change system parameters such as setpoint pressure time delays Fertilization graphic and control interface when sold with a Watertronics EZ Feed Injection Package. Life of the display shall be 50000 hours. The display software shall be configured for the pump station features.

**620-0000001 Lighted HOA Switch 4**

- A lighted switch actuator shall be provided which shall be illuminated GREEN whenever the controlled item is active. One required per switch.

**630-0000002 Premium Surge/Lightning Protection 1**

- A Premium 200kA max impulse current rated surge protective device shall be provided on the incoming power connections to the station. The SPD shall utilize high energy solid state suppression circuitry to effectively protect electrical equipment from extreme electrical disturbances. An additional 70kA max impulse current rated surge protective device shall be installed on the secondary of the control transformer. Diagnostic LEDs shall be provided on the devices to indicate operational status when powered.

**640-0000001 Flow Signal Opto Coupler - For Sharing Signal 1**

- An optical coupling device shall be provided for sharing of pump station flow signal with external customer control systems. The opto-coupler is rated for 3-30VDC (24VDC) nominal supply from customer control system and shall provide a minimum of 2500V isolation between station control system and external systems.

**640-0000002 Flow Sensor Opto Isolator 1**

- An optical isolation device shall be provided for isolating OFF SKID station flow sensor from the control system. The optical isolator shall effectively improve flow signal quality and eliminate interference ground loops and other signal disturbances from entering station control electronics.

**650-0000003 Remote Disable Relay - 24VAC/DC 1**

- A 24VAC/DC remote disable relay input shall be provided. The remote disable relay shall effectively disable the pump station when the remote start relay coil is supplied 24VAC/DC power from an irrigation controller or other external power source provided by customer. If the station is running and relay is powered the station will safely shutdown. When power is removed from the relay the station will return to normal operation.

**680-0000010 WaterVision Cloud - AT&T - w/3YR Subscription 1**

- WaterVision Cloud - AT&T network CELLULAR remote pump system monitoring package shall be provided. The system includes all hardware software and 3 YEAR SUBSCRIPTION for connection of a single pump station to the WaterVision Cloud Network via a cellular connection. The system shall allow customer to remotely monitor the pump station and the customer's other WaterVision Cloud enabled pump stations on the same property or multiple properties at any time from a cell phone tablet PC or other web based device. The system shall also allow control of the pump station including enable/disable and reset of alarms. The communication hardware will accept up to eight additional CHOICE CARD inputs. The WaterVision Cloud system is also expandable through connection of additional WaterVision Cloud enabled pump systems. Additional hardware is required for system expansion. Subscription may be renewed in future years for low annual fee.

**690-0000003 Choice Card - Temperature Input 2**

- An additional Input CHOICE card and TEMPERATURE SENSOR shall be provided for monitoring of ambient air temperature. WaterVision Cloud RTU with open choice card slot required.

**720-0000001 Fertigation Run Relay 1**

- A Fertigation Run relay shall be provided to activate a customer provided chemical injection system. The relay output shall turn on when the station reaches a minimum flow set point and turn off when station flow drops below set point. The minimum flow set point shall be adjustable through the touchscreen display where provided.

**720-0000003 Chemical Treatment Relay 1**

- A Chemical Treatment relay shall be provided to activate a customer provided chemical injection system. The relay output shall turn on anytime a main pump is running. The chemical treatment relay shall have 2 DPDT 8A contacts.

**750-0000004 Electrical Enclosure - 75x60x16 STL/WHT 1**

- A heavy duty industrial grade 75Hx60Wx16D UL Listed NEMA 4 outdoor rated enclosure shall be provided to protect electrical control system components. The enclosure shall be custom built to Watertronics specifications specifically for water pumping applications and shall be fabricated of no less than 12GA carbon steel finished on all inside and outside surfaces in polyester based WHITE powder coat finish for maximum durability. The enclosure shall be provided with heavy duty integral hinges with lift off doors INTERIOR LIGHTING PACKAGE heavy duty key lockable door handles continuously welded seams mechanical interlocks and drip shield. The electrical component back panel shall be galvanized steel for superior EMC performance.

**760-0000008 Control Panel Leg Kit - 6"H x 16"D 1**

- A 6" HIGH heavy duty control panel leg kit shall be provided. Legs shall be fabricated from 3/8" thick A36 hot rolled steel plate and painted to match control panel enclosure color. The leg kit shall be designed for a 16" DEEP enclosure

**770-0000002 Heat Exchanger - Large (5-12K Btu) 1**

- A premium quality closed loop water to air HEAT EXCHANGER cooling system shall be provided. The heat exchanger shall control temperature levels within the electrical enclosure protecting sensitive electronic components from overheating conditions. The heat exchanger shall be rated NEMA 4 for indoor/outdoor installations and prevent outside air or cooling water from entering electrical enclosure. The heat exchanger shall be properly sized to the application up to a maximum of 5-12K Btu cooling capacity.

**975-0000001 Operation & Maintenance Manual - Electronic Copy 3**

- A detailed OPERATION and MAINTENANCE manual shall be provided detailing basic system operation alarms general maintenance procedures and use of the operator interface. The manual shall be in English and provided in electronic format.

**Warranty - (Including Parts and Labor) 2 YR STANDARD****Shipment:**

Estimated **18-22** weeks after receipt of signed contract and drawing approval. A firm delivery date will be established and transmitted within 5 days of receipt of all final details and documents

**OPTIONAL EQUIPMENT FEATURES:**

(NOT Included in Total Station Price)

(Indicate acceptance of an Optional Feature and Ext. Price by initialing ACCEPTED next to each option being added to purchase)

(Ext. Price does NOT include Taxes)

**270-0000001 Electronic Butterfly Valves** **\$5,985.00**

- A patented Watertronics EBV "Electronic Butterfly Valve" shall be provided on the pump discharge head. The EBV shall provide for gradual entry of water from the pump into the discharge manifold to allow for complete purging of pump column air and elimination of water hammer surges and check valve slam. The EBV shall also facilitate smooth pump sequencing enhanced flow and pressure regulation. In the event of a VFD failure the EBV shall function as a by-pass regulation device to maintain constant pressure regulation and flow without disruption of the irrigation process.

**999-0000001 15hp Transfer Station Controls** **\$8,777.27**

- 15hp transfer station control panel with ATL contactor, automated Watervision remote operation interfaced to main pump station. Low level safety and auto timer-controlled operation.

**999-0000002 Adder for 3rd main pump and motor 1** **\$39,839.77**

- Base station is designed for 2 pumps with future 3rd pump. Cost of adding 3rd pump and motor with mechanical seal, EBV and all required electrical components

**Pricing:**

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**Project Total(Tax Exempt):****\$237,843.92**

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*Applicable tax and freight included.  
Quoted pricing valid for 15 days  
Financing terms available upon request*

*Pricing includes pump station.*

*Customer is responsible for the removal and reinstallation of the pump house roof, if applicable, to provide access for station installation.*

*Customer to provide access to the pump station for trucks and equipment. ProPump and Controls is not responsible for damages to cart paths, underground utilities, irrigation heads/equipment or turf.*

*The quoted price assumes that any and all components, not included in the quote, are in proper working order. If any of these items are found to be weak or defective, the repair or replacement will be quoted in addition to the above cost*



OPP#3148 WTX12.08

**PAYMENT TERMS :** All Purchase Orders are subject to acceptance by ProPump & Controls, Inc. Receipt of production deposit, verification of acceptable credit, and confirmation of order are required before production. All orders subject to 50% production deposit. Balance due 30 days from date of invoice.

If shipment or installation of equipment is delayed by customer request at no fault of ProPump & Controls, Inc., customer agrees to amend the contract or purchase order as follows, unless superseded by other terms noted on the accepted contract or agreement.

- **Delayed shipment:** Customer agrees to pay any storage fees requested by equipment manufacturer, if applicable.
- **Equipment Installation delayed at customer request following shipment:** ProPump will furnish equipment and labor to offload equipment and store on site as directed by customer. Equipment and labor costs for the offload shall be additional to the quoted price. ProPump shall invoice customer for 90% of the equipment price, less any previous production deposits, due net 30 days following delivery of product. Balance for equipment and installation labor will be invoiced on completion of work.

Orders placed under Preferred Customer Agreements include all discounts and fee payments.

**Payment of Invoices over \$5,000 by Credit Card subject to 2.80% service charge without prior agreement.**

How to order: Please help us expedite your order by providing the following:

Is this sale taxable? (Circle one) Yes No (If the order is non-taxable, a tax-exempt certificate for the "ship to" state must be submitted with this order.)

Provide signature: Accepted for Buyer \_\_\_\_\_

Date: \_\_\_\_\_

Requested delivery date: \_\_\_\_\_

Ship to address: \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_

Zip \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone & Fax: \_\_\_\_\_

Please return one signed copy of this quotation on acceptance. Merchandise delivered or shipped is due and payable to: ProPump & Controls, Inc. 610 Old Mt. Eden Road, Shelbyville, Ky. 40065. Fax number: 502-633-0733 Phone 800-844-0677.

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**DELIVERY:** Delivery dates are estimates and confirmed shipment cannot be determined until all manufacturing details are known. ProPump & Controls Inc. will make reasonable efforts to establish a delivery schedule after receipt of an executed contract and all approvals. Seller shall not be liable for special or consequential damages caused by delay in delivery. Customer agrees to execute bill and hold contract in the event of order delay.

**LATE FEES:** Late fee of 1 1/2 % of the unpaid balance will be charged per month on all accounts which are past due, plus any collections or attorney's fees incurred in settlement of past due accounts.

**LIEN:** Seller retains a security interest in all products sold to buyer until the purchase price and other charges, if any, are paid in full as provided in Article 9 of the Uniform Commercial Code. Seller will file a Mechanics Lien or execute other documents as required to perfect the security interest in the products sold.

**TAXES:** State, city and local taxes are excluded from the contract price unless otherwise noted. Sales tax will be invoiced on the contract price unless written exemption is provided.

**FACTORY AUTHORIZED WARRANTY:** ProPump & Controls, Inc. warrants products manufactured by ProPump and associated component parts and/or labor, for defects in materials and workmanship for a period of one year following date of installation by ProPump, but not later than fifteen months from date of invoice if installed by others.

For products sold by ProPump & Controls, Inc but manufactured wholly by others, ProPump will extend the manufacturer's warranty to the customer, and will assist in handling warranty claims. Standard manufacturer warranties for water pumping systems are one year from date of startup by ProPump, but not later than fifteen months from date of manufacturers invoice. Provided that all installation and operation responsibilities have been properly performed, manufacturer will provide a replacement part or component during the warranty life. Repairs done at manufacturer's expense must be pre-authorized.

This proposal may contain equipment which requires costly means to remove and replace for service or repair, due to site conditions. ProPump & Controls will not accept liability for any costs associated with the removal or replacement of equipment in difficult-to-access locations, unless specifically agreed to in writing on the original sales proposal. This includes the use of cranes larger than 15 tons, divers, barges, helicopters, or other unusual means. All such extraordinary costs shall be borne by the customer, regardless of the reason necessitating removal of the product from service.

ProPump & Controls, Inc., or its sub-contractors are not responsible for damage to turf or cart paths, provided that Owner's Representative has designated reasonable routes for access to the site, for vehicles including heavy trucks and cranes, and ProPump & Controls, Inc and subcontractor personnel have followed those routes. For access routes which require extraordinary means to traverse, such as wet ground or thin cart paths which may require placement of boards or steel plates to prevent damage, additional costs may be incurred if conditions are not brought to ProPump's attention prior to submitting a proposal.

Warranty may be voided in the event of any of the following:

- Default of any agreement with supplier or manufacturer.
- The misuse, abuse of the pumping equipment outside is intended and specified use.
- Failure to conduct routine maintenance.
- Handling any liquid other than irrigation water.
- Exposure to electrolysis, erosion, or abrasion.
- Presence of destructive gaseous or chemical solutions.
- Over voltage or unprotected low voltage.
- Unprotected electrical phase loss or phase reversal.
- TDS over 1000mg
- PH levels lower than 6.0
- Calcium hardness less than 50 mg/L
- Alkalinity less than 100mg/L
- Chloride and or sulfate ions greater than 50 mg/L each
- Free chlorine or use of other strong biocides.
- Langelier index from -50 to + 1.5
- Damage occurring when using control panel as service disconnect.

The foregoing constitutes ProPump & Control's sole warranty and has not nor does it make any additional warranty, whether express or implied, with respect to the pumping system or component. ProPump & Controls, Inc. makes no warranty, whether express or implied, with respect to fitness for a particular purpose or merchantability of the pumping system or component. ProPump & Controls, Inc. shall not be liable to purchaser or any other person for any liability, loss, or damage caused or alleged to be caused, directly or indirectly, by the pumping system. In no event shall ProPump & Controls, Inc. be responsible for incidental, consequential, or act of God damages, nor shall manufacturer's liability for damages to purchaser or any other person ever exceed the original factory purchase price.

## **SCOPE OF SERVICES / PRICING**

### **Scope of Services**

Pricing shall include costs associated with the following, at a minimum:

Proposal to include all required equipment, materials and labor.

#### **Existing Station Removal**

Disassembly and deconstruction of the existing irrigation station

Equipment rental and crane services as needed

Wet well dive inspection and clean-out by a licensed and certified diver, with off-site disposal of collected material

Cleaning and preparation of the concrete slab; removal of existing skid anchors

Off-site disposal of all old station materials

#### **Installation**

Coordination of station engineering design and layout with the manufacturer

Scheduling installation with both manufacturer and customer

Engineering of station skid components and control cabinet to fit the existing footprint

Mechanical assembly of the station as designed, including discharge transition pipe connection to the existing irrigation mainline

Leveling and alignment of skid, piping, and pumps; securing components with concrete wedge anchors and plates

Electrical connection to existing service disconnects

#### **Start-Up**

Verification of all electrical terminations, joint fittings, and structural components per factory specifications

Pre-power checks and voltage verification within manufacturer tolerances

Power-up checks and motor rotation verification

Station performance testing and evaluation

Completion of manufacturer's Start-Up report

Operator training and assistance with remote monitoring setup

#### **Proposal Requirements**

Company qualifications and relevant experience

Detailed project timeline and milestones

Itemized cost estimate

Proof of licensing, insurance, and bonding

References from similar completed projects

### **Additional Information**

- Please also submit a schedule of hourly rates to be used for the pricing of any addenda/additional services.
- Please provide a fee schedule for any other supplemental services.
- Please attach a separate sheet with pricing for any alternative recommended services.

Under penalties of perjury under the laws of the State of Florida, I represent that I have authority to sign this Proposal Form (including Parts I through IV) on behalf of ProPump and Controls, Inc. ("Proposer") and declare that I have read the foregoing Proposal Form (including Parts I through IV) and that all of the questions are fully and completely answered, and all of the information provided is true and correct.

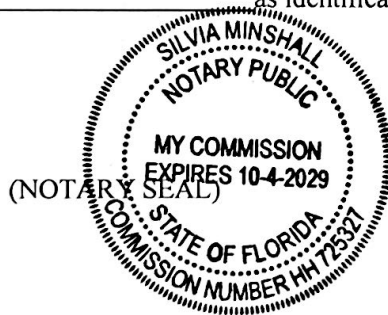
Dated this 3rd day of December, 2025.

Proposer: ProPump & Controls- Kelly Conn

By: Kelly M Conn  
Title: Regional Manager

STATE OF Florida  
COUNTY OF Manatee

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☒ online notarization, this 3rd day of December 2025, by Kelly Conn, as Regional Manager of ProPump and Controls, Inc., who appeared before me this day in person, and who is either personally known to me, or produced \_\_\_\_\_ as identification.



Silvia Minshall  
NOTARY PUBLIC, STATE OF Florida

Name: Silvia Minshall  
(Name of Notary Public, Printed, Stamped or  
Typed as Commissioned)

**SWORN STATEMENT UNDER SECTION 287.133(3)(a),  
FLORIDA STATUTES, REGARDING PUBLIC ENTITY CRIMES  
THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC  
OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.**

1. This sworn statement is submitted to Arlington Ridge Community Development District.
2. I am over eighteen (18) years of age and competent to testify as to the matters contained herein. I serve in the capacity Regional Manager for ProPump&Controls ("Proposer") and am authorized to make this Sworn Statement on behalf of Proposer.
3. Proposer's business address is

2033 Cantu Ct Sarasota, FL 34232

4. Proposer's Federal Employer Identification Number (FEIN) is 27-4479000

(If the Proposer has no FEIN, include the Social Security Number of the individual signing this sworn statement:)

5. I understand that a "public entity crime" as defined in Section 287.133(1)(g), *Florida Statutes*, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any proposal 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 misrepresentation.
6. I understand that "convicted" or "conviction" as defined in Section 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 jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
7. I understand that an "affiliate" as defined in Section 287.133(1)(a), *Florida Statutes*, means:
  1. A predecessor or successor of a person convicted of a public entity crime; or,
  2. 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.
8. I understand that a "person" as defined in Section 287.133(1)(e), *Florida Statutes*, means any natural person or entity organized under the laws of any state or of the United States with the

legal power to enter into a binding contract and which proposals or applies to proposal 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.

9. Based on information and belief, the statement which I have marked below is true in relation to the Proposer submitting this sworn statement. (Please indicate which statement applies.)

X Neither the entity submitting this sworn statement, nor any 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 the entity, has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND (please indicate which additional statement applies):

\_\_\_\_\_ There has been a proceeding concerning the conviction before an Administrative Law Judge of the State of Florida, Division of Administrative Hearings. The final order entered by the Administrative Law Judge did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order.)

\_\_\_\_\_ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before an Administrative Law Judge of the State of Florida, Division of Administrative Hearings. The final order entered by the Administrative Law Judge determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order.)

\_\_\_\_\_ The person or affiliate has not been placed on the convicted vendor list. (Please describe any action taken by or pending with the Florida Department of Management Services.)

*[Signatures of Following Page]*

Under penalties of perjury under the laws of the State of Florida, I declare that I have read the foregoing Sworn Statement under Section 287.133(3)(a), *Florida Statutes*, Regarding Public Entity Crimes and all of the information provided is true and correct.

Dated this 3rd day of December, 2025.

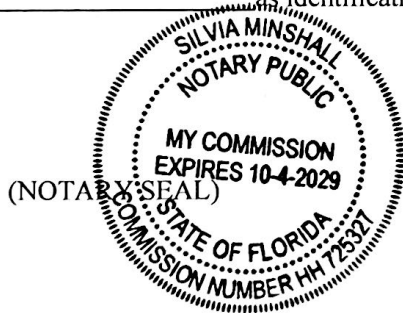
Proposer: ProPump & Controls- Kelly Conn

By: Kelly M Conn

Title: Regional Manager

STATE OF Florida  
COUNTY OF Manatee

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☒ online notarization, this 3rd day of December 2025, by Kelly Conn, as Regional Manager of ProPump and Controls, Inc., who appeared before me this day in person, and who is either personally known to me, or produced \_\_\_\_\_ as identification.



Silvia Minshall  
NOTARY PUBLIC, STATE OF Florida

Name: Silvia Minshall  
(Name of Notary Public, Printed, Stamped or  
Typed as Commissioned)

**SWORN STATEMENT PURSUANT TO SECTION 287.135(5), *FLORIDA STATUTES*,  
REGARDING SCRUTINIZED COMPANIES WITH ACTIVITIES IN SUDAN LIST OR  
SCRUTINIZED COMPANIES WITH ACTIVITIES IN THE IRAN TERRORISM SECTORS  
LIST**

***THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC  
OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.***

1. This sworn statement is submitted to Arlington Ridge Community Development District (“District”).
2. I am over eighteen (18) years of age and competent to testify as to the matters contained herein. I serve in the capacity of Regional Manager for ProPump&Controls (“Proposer”), and am authorized to make this Sworn Statement on behalf of Proposer.
3. Proposer’s business address is 2033 Cantu Ct Sarasota, FL 34232
4. Proposer’s Federal Employer Identification Number (FEIN) is 27-4479000

(If the Proposer has no FEIN, include the Social Security Number of the individual signing this sworn statement :)

5. I understand that, subject to limited exemptions, Section 287.135, *Florida Statutes*, declares a company that at the time of proposing or submitting a proposal for a new contract or renewal of an existing contract is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies With Activities In The Iran Terrorism Sectors List, created pursuant to Section 215.473, *Florida Statutes*, is ineligible for, and may not proposal on, submit a proposal for, or enter into or renew a contract with a local governmental entity for goods or services of \$1 million or more.
6. Based on information and belief, at the time the Proposer submitting this sworn statement submits its proposal to the District, neither the Proposer, nor any of its officers, directors, executives, partners, shareholders, members, or agents, is listed on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies With Activities In The Iran Terrorism Sectors List.
7. If awarded the contract, the Proposer will immediately notify the District in writing if either the entity, or any of its officers, directors, executives, partners, shareholders, members, or agents, is placed on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies With Activities In The Iran Terrorism Sectors List.

[Signatures of Following Page]



Under penalties of perjury under the laws of the State of Florida, I declare that I have read the foregoing Sworn Statement and all of the information provided is true and correct.

Dated this 3rd day of December, 2025.

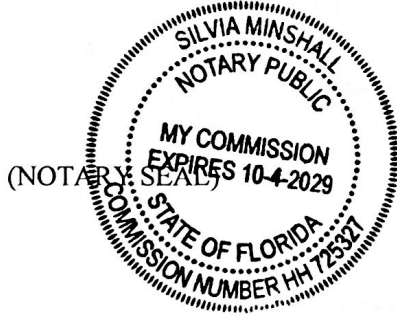
Proposer: ProPump & Controls- Kelly Conn

By: Kelly M Conn

Title: Regional Manager

STATE OF Florida  
COUNTY OF Manatee

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☒ online notarization, this 3rd day of December, 2025, by Kelly Conn, as Regional Manager of ProPump and Controls, Inc., who appeared before me this day in person, and who is either personally known to me, or produced \_\_\_\_\_ as identification.



Silvia Minshall  
NOTARY PUBLIC, STATE OF Florida

Name: Silvia Minshall  
(Name of Notary Public, Printed, Stamped or  
Typed as Commissioned)

**ANTI-HUMAN TRAFFICKING AFFIDAVIT**

I, Kelly Conn as Regional Manager, on behalf of ProPump & Controls, a FL Corporation (the "Contractor"), under penalty of perjury hereby attest as follows:

1. I am over 21 years of age and an officer or representative of the Contractor.
2. The Contractor does not use coercion for labor or services as defined in Section 787.06(2)(a), *Florida Statutes*.
3. More particularly, the Contractor does not participate in any of the following actions:
  - (a) Using or threatening to use physical force against any person;
  - (b) Restraining, isolating or confining or threatening to restrain, isolate or confine any person without lawful authority and against her or his will;
  - (c) Using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt or the length and nature of the labor or services are not respectively limited and defined;
  - (d) Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
  - (e) Causing or threatening to cause financial harm to any person;
  - (f) Enticing or luring any person by fraud or deceit; or
  - (g) Providing a controlled substance as outlined in Schedule I or Schedule II of Section 893.03, *Florida Statutes*, to any person for the purpose of exploitation of that person.

Date: December 3, 2025

FURTHER AFFIANT SAYETH NAUGHT.

[Proposer]

By: ProPump & Controls

Name: Kelly Conn

Title: Regional Manager

Date: 12/3/25

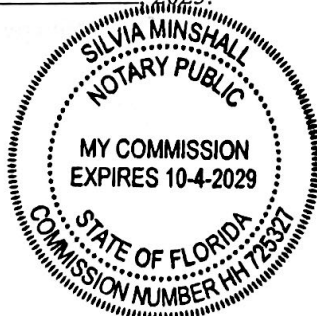
STATE OF FLORIDA

COUNTY OF Manatee

SWORN TO AND SUBSCRIBED before me ☐ physical presence or ☒ remote notarization by

Kelly Conn, as Regional Manager, of ProPump and Controls, Inc [Proposer], who is personally known to me or who produced \_\_\_\_\_ as identification this 3rd day of December, 2025.

(Notary Seal)



Silvia Minshall  
Notary Public

*Silvia Minshall*

## **Subsection 5A (2)**

# **OPP#3148 MCI12.08 - Propump & Controls**

**PROJECT MANUAL**  
**FOR**  
**PUMP HOUSE REPAIR AND RESTORATION PROJECT SERVICES**  
**ARLINGTON RIDGE**  
**COMMUNITY DEVELOPMENT DISTRICT**

Issued: Friday, November 21, 2025  
Proposals Due: Monday, December 8, 2025

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**PUMP HOUSE REPAIR AND RESTORATION PROJECT SERVICES  
REQUEST FOR PROPOSALS  
ARLINGTON RIDGE COMMUNITY DEVELOPMENT DISTRICT  
City of Leesburg, Lake County, Florida**

Notice is hereby given that the Arlington Ridge Community Development District (“**District**”) will accept proposals from qualified firms (“**Proposers**”) interested in providing pump house repair and restoration services, all as more specifically set forth in the Project Manual. The Project Manual, including among other materials, contract documents, project scope and any technical specifications, will be available for public inspection and may be obtained by sending an email to [lee.graffius@inframark.com](mailto:lee.graffius@inframark.com). In order to submit a proposal, each Proposer must (1) be authorized to do business in Florida; and (2) hold all required state and federal licenses in good standing. The District reserves the right in its sole discretion to make changes to the Project Manual up until the time of the proposal opening.

Firms desiring to provide services for this project must submit proposals no later than **December 8, 2025, at 12:00 p.m. (EST)** to Inframark, Infrastructure Management Services, 4463 Arlington Ridge Boulevard, Leesburg, Florida 34748, Attention: Arlington Ridge CDD, District Manager. Proposals may be emailed, submitted in person or sent via regular mail; provided, however, it is the Proposers responsibility to ensure timely delivery of said proposal. Proposals sent by mail shall be submitted in a sealed package, shall bear the name of the Proposer on the outside of the package and shall clearly identify the project. Email proposals shall contain the subject line “Arlington Ridge CDD – Proposal for Pump House Repair and Restoration Project Services.” Any proposal not completed as specified or missing the required proposal documents may be disqualified in the District’s discretion. Unless certain circumstances exist where a public opening is unwarranted, proposals will be publicly opened at the time and date stipulated above; those received after the time and date stipulated above may be returned un-opened to the Proposer.

Any protest regarding the Project Manual, including but not limited to protests relating to the proposal notice, the proposal instructions, the proposal forms, the contract form, the scope of work, the specifications, the evaluation process, or any other issues or items relating to the Project Manual, must be filed in writing, within seventy-two (72) hours after issuance of the Project Manual. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid plans, specifications or contract documents. Additional information and requirements regarding protests are set forth in the Project Manual and the District’s Rules of Procedure, which are available from the District Manager, Inframark, Infrastructure Management Services, 4463 Arlington Ridge Boulevard, Leesburg, Florida 34748, or by sending an email to [lee.graffius@inframark.com](mailto:lee.graffius@inframark.com), or by telephone at (352) 728-2186.

Price will be one factor used in determining the proposal that is in the best interest of the District, but the District explicitly reserves the right to make such award to other than the lowest price proposal. The District has the right to reject any and all proposals and waive any technical errors, informalities or irregularities if it determines in its discretion it is in the best interest of the District to do so. Any and all questions relative to this project shall be directed in writing by email only to Lee Graffius at [lee.graffius@inframark.com](mailto:lee.graffius@inframark.com) and Meredith Hammock at [meredith@cddlattorneys.com](mailto:meredith@cddlattorneys.com).

Arlington Ridge Community Development District  
Lee Graffius, District Manager

## ARLINGTON RIDGE COMMUNITY DEVELOPMENT DISTRICT

### Pump House Repair and Restoration Project Services City of Leesburg, Lake County, Florida

#### Instructions to Proposers

**1. DUE DATE.** One (1) written sealed proposal (“**Proposals**”) with a PDF file on a flash-drive must be received by interested parties (“**Proposer**”) no later than December 8, 2025, at 12:00 p.m. (EST) at the offices of Inframark, Infrastructure Management Services, 4463 Arlington Ridge Boulevard, Leesburg, Florida 34748, Attention: Arlington Ridge CDD, District Manager. Unless certain circumstances exist where a public opening is unwarranted, proposals will be publicly opened at that time. Proposals received after the time and date stipulated above will not be considered.

**2. SUMMARY OF SCHEDULE.** The District anticipates the following RFP schedule, though certain dates may be subject to change:

DATE	EVENT
November 21, 2025	RFP Notice is issued.
November 21, 2025	RFP package available for download.
December 3, 2025 at 5:00 PM (EST)	Deadline for questions.
December 8, 2025 at 12:00 p.m. (EST)	Proposals submittal deadline.
December 8, 2025 at 12:00 p.m. (EST)	Bid opening.

**3. SIGNATURE ON PROPOSAL.** Each Proposer must correctly execute all forms, affidavits, and acknowledgments for which signature and notary blocks are provided. Anyone signing the Proposal as agent shall file with the Proposal legal evidence of his authority to do so.

**4. FAMILIARITY WITH THE PROJECT.** The Proposer, by and through the submission of the Proposal, agrees that he shall be held responsible for having heretofore examined the project site, the location of all proposed work and for having satisfied himself from his own personal knowledge and experience or professional advice as to the character, conditions, and location of the site and any other conditions surrounding and affecting the work, any obstruction, the nature of any existing construction, and all other physical characteristics, in order that the Proposer may include in the prices which the Proposer proposes all costs pertaining to the work. The Proposer understands that the project site is open and that he may schedule an independent visit to evaluate the project site with the District Manager. The Proposer agrees to accept the site in an “as is” condition and hold its prices for the period set forth in this proposal package. The Proposer, in preparing the Proposal, shall take into consideration that work by other contractors may be in progress at or near the site and that the Proposer shall not interfere with work done by such other contractors.

**5. FAMILIARITY WITH THE LAW.** By submitting a Proposal, the Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work as well as the District’s operating rules and procedures. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

**6. PROJECT MANUAL.** The “Project Manual,” and any addenda thereto, will be available from the District Manager’s office by sending an email to [lee.graffius@inframark.com](mailto:lee.graffius@inframark.com).

**7. QUALIFICATIONS OF PROPOSER.** The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience to do the work specified herein at the sole and absolute discretion of the District. The Proposer shall submit with its Proposal satisfactory evidence of experience in similar work and show that it is fully prepared with the necessary organization, capital, and equipment to complete the work to the satisfaction of the District.

**8. SUBMISSION OF ONLY ONE PROPOSAL.** Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

**9. INTERPRETATIONS AND ADDENDA.** All questions about the meaning or intent of the Project Manual are to be directed in writing, via email only, to Lee Graffius at [lee.graffius@inframark.com](mailto:lee.graffius@inframark.com) and Meredith Hammock at [meredith@cddlattorneys.com](mailto:meredith@cddlattorneys.com). Additionally, the District reserves the right in its sole discretion to make changes to the Project Manual up until the time of the Proposal opening. Interpretations or clarifications considered necessary in response to such questions will be issued by Addenda to all parties. Questions received after December 3, 2025, at 5:00 PM (EST) will not be answered. Answers to all questions will be provided to all Proposers by email. Only questions answered by formal written Addenda will be binding. No interpretations will be given verbally. No inquiries will be accepted from subcontractors; the Proposer shall be responsible for all queries.

**10. SUBMISSION OF PROPOSAL.** Submit one (1) proposal, along with other requested attachments, no later than **December 8, 2025, at 12:00 p.m. (EST)** to Inframark, Infrastructure Management Services, 4463 Arlington Ridge Boulevard, Leesburg, Florida 34748, Attention: Arlington Ridge CDD, District Manager. Proposals may be emailed, submitted in person or sent via regular mail; provided, however, it is the Proposers responsibility to ensure timely delivery of said proposal. Proposals sent by mail shall be submitted in a sealed package, shall bear the name of the Proposer on the outside of the package and shall clearly identify the project. Email proposals shall contain the subject line “Arlington Ridge CDD – Proposal for Pump House Repair and Restoration Project Services.” All costs to prepare and submit a response shall be borne by the Proposer.

**11. MODIFICATION AND WITHDRAWAL.** Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where Proposals are to be submitted at any time prior to the time and date the proposals are due. No Proposal may be withdrawn after opening for a period of ninety (90) days.

**12. PROPOSAL FORMS.** All blanks on the Proposal forms must be completed in ink or typewritten. The Proposal shall contain an acknowledgment of receipt of all Addenda. In making its Proposal, each Proposer represents that it has read and understands the Project Manual and that the Proposal is made in accordance therewith, including verification of the contents of the Project Manual against the Table of Contents.

**13. PROPOSAL INFORMATION.** All Proposals should include the following information, among other things described herein:

- A. A completed and executed Proposal Form, with all of its four parts and any attachments, as well as executed copies of the Affidavit Regarding Proposal, the Sworn Statement



Regarding Public Entity Crimes, the Sworn Statement Regarding Scrutinized Companies, and the Sworn Statement Regarding Human Trafficking.

- B. Proposer's organizational chart for the company and for the team proposed to serve the District.
- C. A list of the position / title and corporate responsibilities of key management or supervisory personnel (forms attached). Include resumes for each person listed, and list years of experience in present position for each party listed and years of related experience.
- D. Describe proposed staffing levels, including information on current operations, administrative, and management staffing of both a professional and technical nature, including resumes for staff at or above the project manager level.
- E. Information related to other projects of similar size and scope for which Proposer has provided, or is currently providing shoreline restoration repair services over the past three years (forms attached), including the scope of services provided, the name of the project owner, and a contact name and phone number.
- F. At least three (3) references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.
- G. A narrative description of the Proposer's approach to providing the services as described in the scope of services provided herein (limited to five (5) pages).
- H. Completed proposal pricing sheet. All responses must provide unit prices for each of the items described in the Project Manual. If additional services are added during the term of the contract, compensation for such services shall be based on the unit prices provided. If the Proposer wishes to propose alternative service model, the Proposer may submit an attachment describing the alternative service model and providing pricing therefor, but MUST also complete the enclosed proposal pricing sheet.
- I. A current certificate of insurance.

**14. INSURANCE.** All Proposers shall include as part of their proposal a current Certificate of Insurance demonstrating that the company's ability to meet the insurance coverage requirements set forth in the attached Contract form provided herein. In the event the Proposer is notified of award, it shall provide proof of the Insurance Coverage identifying the District, its officers, employees and agents as additional insureds, as stated in the Contract form provided herein, within fourteen (14) calendar days after notification, or within such approved extended period as the District may grant. Failure to provide proof of insurance coverage shall constitute a default.

**15. BASIS OF AWARD/RIGHT TO REJECT.** The District reserves the right to reject any and all proposals, in its sole and absolute discretion, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

**16. CONTRACT AWARD.** Within fourteen (14) days of receipt of the Notice of Award from the District or as otherwise extended by the District, the Proposer shall enter into and execute the District's form of contract as mutually agreed by the parties. If a Proposer to whom a contract is awarded

forfeits and fails to execute a contract agreement within the aforementioned timeframe, the contract award may be annulled at the District's option. If the award is annulled, the District may, at its sole discretion, award the contract to the next highest ranked Proposer for the contract work, re-advertise, perform the work by day/temporary labor, or through in-house operations. The District and the selected contractor ("**Contractor**") will execute a contract for a specified term. This RFP does not guarantee that a contract will be awarded. The District reserves the exclusive right to reject any and all Proposals. The District reserves the right to award by items, groups of items, or total proposal.

**17. MANDATORY AND PERMISSIVE REQUIREMENTS.** Notwithstanding anything else within the Project Manual, the only mandatory requirements of this Project Manual are that each Proposer must (1) be authorized to do business in Florida and (2) hold all required state and federal licenses in good standing. All other requirements set forth in the Project Manual shall be deemed "permissive," in that a Proposer's failure to meet any requirement described in mandatory terms such as "shall," "will," "mandatory," or similar language does not automatically disqualify the Proposer's Proposal, but instead in the Board's discretion may result in the disqualification of a Proposal or alternatively may be taken into account in the evaluation of the Proposal.

**18. INDEMNIFICATION.** The Contractor shall fully indemnify, defend and hold harmless the District and its officers, agents, and employees from and against all claims, damages, costs and losses arising, in whole or in part, from Contractor's negligence or breach of contract.

**19. LIMITATION OF LIABILITY.** Nothing herein shall be construed as or constitute a waiver of District's limitations on liability contained in Section 768.28, *Florida Statutes*, or other statute or law.

**20. EVALUATION OF PROPOSALS.** The Board shall review and evaluate the Proposals in their individual discretion, based on information within the proposals, from reference checks, from staff recommendations, and any other information available, and shall make any final determination with respect to the award of a final contract that is in the best interests of the District. Chapter 112, *Florida Statutes*, will govern any voting conflicts of interest, and as such a voting conflict of interest may arise solely where there is a personal financial interest relating to the contract award.

Proposals may be held by the District for a period not to exceed ninety (90) days from the date of proposal opening for the purposes of reviewing the proposals and investigating the qualifications of the Proposers, prior to executing a contract agreement. During this time, all provisions of the submitted proposal must be in effect, including pricing. The District may visit the Proposer's facilities as part of the evaluation process. The District also reserves the right to seek clarification from prospective firms on any issue in a response, invite specific firms for site visits or oral presentations, or take any action it feels necessary to properly evaluate the submissions and construct a solution in the District's best interest. Failure to submit the requested information or required documentation may result in the lessening of the overall proposal evaluation or the disqualification of the proposal response.

**21. COLLUSION.** Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

**22. BLACK OUT PERIOD/CONE OF SILENCE.** The black out period is defined as between the time the Request for Proposals is issued by the District and the time the Board awards the contract. During this black out period, and except as otherwise expressly authorized herein, any attempt to communicate either directly or indirectly with District staff or officials related to this solicitation for

goods or services, in person, by mail, by facsimile, by telephone, by electronic mail, or by any other means of communication, will result in disqualification of their award and/or contract. This does not apply to pre-solicitation conferences, contract negotiations, or communications with staff not concerning this solicitation.

**23. PRICING.** Proposers shall submit their price information on the supplied forms with all blank spaces completed. **Proposers shall also sign the required form.** Each line item shall be clearly stated and cover all charges including incidental expenses, applicable taxes, insurance, overhead and profit. Proposers shall guarantee that their pricing to the District shall not increase throughout the term of the contract agreement executed without written consent from the District. If the Proposer wishes to propose alternative service model, the Proposer may submit an attachment describing the alternative service model and providing pricing therefor but **MUST** also complete the enclosed proposal pricing sheet.

**24. E-VERIFY.** The successful Contractor must comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, to the extent required by Florida Statute, the Contractor must register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees and shall comply with all requirements of Section 448.095, *Florida Statutes*, as to the use of subcontractors. The District may terminate the contract immediately for cause if there is a good faith belief that the Contractor has knowingly violated Section 448.091, *Florida Statutes*. By submitting a Proposal, the Proposer represents that no public employer has terminated a contract with the Proposer under Section 448.095(5)(c), *Florida Statutes*, within the year immediately preceding the date of this solicitation.

**25. REFERENCE TERMS.** Any headings in this document are for the purposes of reference only and shall not limit or otherwise affect the meaning thereof. Any reference to gender shall be construed to include all genders, firms, partnerships and corporations. References in the singular shall be construed to include the plural and references in the plural shall be construed to include the singular.

**26. ADDITIONAL TERMS AND CONDITIONS.** No additional terms and conditions included with the proposal response shall be evaluated or considered and any and all such additional terms and conditions shall have no force and effect and are inapplicable to this proposal. If submitted either purposefully through intent or design or inadvertently appearing separately in transmitting letters, specifications, literature, price lists or warranties, it is understood and agreed the general and special conditions in this solicitation are the only conditions applicable to this proposal and the Proposer's authorized signature affixed to the proposal attests to this.

**27. PROTESTS.** Any protest relating to the Project Manual, including but not limited to protests relating to the proposal notice, the proposal instructions, the proposal forms, the contract form, the scope of work, the maintenance map, the specifications, the evaluation criteria, the evaluation process, or any other issues or items relating to the Project Manual, must be filed in writing, within seventy-two (72) hours (excluding Saturdays, Sundays, and official holidays of the State of Florida) after issuance of the Project Manual (**i.e., by no later than November 26, 2025, at 5:00 PM (EST)**), and any protest relating to a decision regarding a contract award or rejection of proposal(s) must be filed within seventy-two (72) hours (excluding Saturdays, Sundays, and official holidays of the State of Florida) after issuance of a notice of such a decision. Such protests must be filed at: **Inframark, Infrastructure Management Services, 4463 Arlington Ridge Boulevard, Leesburg, Florida 34748, Attention: Arlington Ridge CDD, District Manager**. A formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest relating to the aforesaid Project Manual.

Any person who files a notice of protest shall provide to the District, simultaneous with the filing of the notice, a protest bond with a responsible surety to be approved by the District and in the amount equal to twenty percent (20%) of the anticipated total contract award (including the initial term of the contract and all renewal terms) that is the subject of the protest. If the protest relates to the Project Manual, or a decision to reject all proposals, the protest bond shall be in the amount of One Hundred Thousand Dollars (\$100,000.00). In the event the protest is successful, the protest bond shall be refunded to the protestor. In the event the protest is unsuccessful, the protest bond shall be applied towards the District's costs, expenses and attorneys' fees associated with hearing and defending the protest. In the event that the protest is settled, the protest bond may be applied as set forth in the settlement agreement. No proposer shall be entitled to recover any costs of proposal preparation from the District, regardless of the outcome of any protest.

*[End of Instructions to Proposers]*

**AFFIDAVIT REGARDING PROPOSAL**

**STATE OF Florida**

**COUNTY OF Manatee**

Before me, the undersigned authority, appeared the affiant, Kelly Conn, and having taken an oath, affiant, based on personal knowledge, deposes and states:

1. I am over eighteen (18) years of age and competent to testify as to the matters contained herein. I serve in the capacity of Regional Manager for ProPump and Controls, Inc. ("Proposer"), and I am authorized to make this Affidavit Regarding Proposal on behalf of Proposer.

2. I assisted with the preparation of, and have reviewed, the Proposer's proposal ("Proposal") provided in response to the Arlington Ridge Community Development District's ("District") request for proposals for Pump House Repair and Restoration Project Services. All of the information provided therein is full and complete, and truthful and accurate. I understand that intentional inclusion of false, deceptive or fraudulent statements, or the intentional failure to include full and complete answers, may constitute fraud; and, that the District may consider such action on the part of the Proposer to constitute good cause for rejection of the proposal.

3. I do hereby certify that the Proposer has not, either directly or indirectly, participated in collusion or proposal rigging.

4. The Proposer agrees through submission of the Proposal to honor all pricing information for ninety (90) days from the opening of the proposals, and if awarded the contract on the basis of this Proposal to enter into and execute the contract in the form included in the Project Manual.

5. The Proposer acknowledges the receipt of the complete Project Manual as provided by the District and as described in the Project Manual's Table of Contents, as well as the receipt of the following Addendum No.'s: \_\_\_\_\_.

6. By signing below, and by not filing a protest within the seventy-two (72) hour period after issuance of the Project Manual (**i.e., by no later than November 26, 2025 at 5:00 PM (EST)**), the Proposer acknowledges that (i) the Proposer has read, understood, and accepted the Project Manual; (ii) the Proposer has had an opportunity to consult with legal counsel regarding the Project Manual; (iii) the Proposer has agreed to the terms of the Project Manual; and (iv) the Proposer has waived any right to challenge any matter relating to the Project Manual, including but not limited to any protest relating to the proposal notice, proposal instructions, the proposal forms, the contract form, the scope of work, the maintenance map, the specifications, the evaluation criteria, the evaluation process, or any other issues or items relating to the Project Manual.

7. The Proposer authorizes and requests any person, firm or corporation to furnish any pertinent information requested by the District, or its authorized agents, deemed necessary to verify the statements made in the Proposal, or regarding the ability, standing, integrity, quality of performance, efficiency, and general reputation of the Proposer.

Under penalties of perjury under the laws of the State of Florida, I declare that I have read the foregoing Affidavit Regarding Proposal and that the foregoing is true and correct.

Dated this 3rd day of December, 2025.

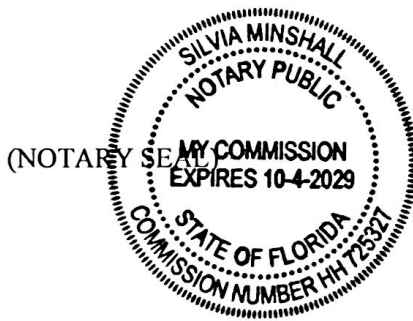
Proposer: ProPump & Controls- Kelly Conn

By: Kelly M. Conn

Title: Regional Manager

STATE OF Florida  
COUNTY OF Manatee

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☒ online notarization, this 3rd day of December 2025, by Kelly Conn as Regional Manager of ProPump and Controls, Inc., who appeared before me this day in person, and who is either personally known to me, or produced as identification.



Silvia Minshall  
NOTARY PUBLIC, STATE OF Florida

Name: Silvia Minshall  
(Name of Notary Public, Printed, Stamped or  
Typed as Commissioned)

**PROPOSAL FORM**  
**PART I – GENERAL INFORMATION**

• *Proposer General Information:*

Proposer Name ProPump & Controls  
 Street Address 2033 Cantu Ct

P. O. Box (if any) \_\_\_\_\_  
 City Sarasota State FL Zip Code 34232

Telephone 941-755-4589 Fax no. \_\_\_\_\_  
 1st Contact Name Kelly Conn Title Regional Manager

2nd Contact Name William Douglas Title Project Manager

Parent Company Name (if any) \_\_\_\_\_

Street Address \_\_\_\_\_

P. O. Box (if any) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone \_\_\_\_\_ Fax no. \_\_\_\_\_

1st Contact Name \_\_\_\_\_ Title \_\_\_\_\_

2nd Contact Name \_\_\_\_\_ Title \_\_\_\_\_

- *Company Standing:*

Proposer's Corporate Form: Corporation  
(e.g., individual, corporation, partnership, limited liability company, etc.)

In what State was the Proposer organized? IL Date 01/07/2011

Is the Proposer in good standing with that State? Yes X No     

If no, please explain \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Is the Proposer registered with the State of Florida, Division of Corporations and authorized to do business in Florida? Yes X No     

If no, please explain \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- *Licensure* – Please list all applicable state and federal licenses, and state whether such licenses are presently in good standing:

LC General Contractor: FL, NC, SC, VA, & TN- All In good standing

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- **Please attach a current certificate of insurance.**



**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)

12/3/2025

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

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

<b>PRODUCER</b> WWW Insurance, LLC 300 First Avenue South Fifth Floor St. Petersburg FL 33701		<b>CONTACT NAME:</b> <b>PHONE (A/C, No. Ext):</b> 727-522-7777 <b>E-MAIL ADDRESS:</b> certificates@w3ins.com		<b>FAX (A/C, No):</b> 727-521-2902
<b>INSURED</b> ProPump & Controls, Inc. 2101 Cantu Ct Sarasota FL 34232		<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
PROP&CO-01		INSURER A : Amerisure Insurance Company		19488
		INSURER B : Amerisure Mutual Insurance Company		23396
		INSURER C : Tokio Marine Specialty Insurance Company		23850
		INSURER D :		
		INSURER E :		
		INSURER F :		

**COVERAGES****CERTIFICATE NUMBER:** 834917379**REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			CPP21186270401	10/1/2025	10/1/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			CA21186260402	10/1/2025	10/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			CU21186290401	10/1/2025	10/1/2026	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	N/A	WC21186280402	10/1/2025	10/1/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Errors & Omissions			PPK2614889002	10/1/2025	10/1/2026	Per Incident/Agg \$5,000,000
C	Pollution			PPK2614889002	10/1/2025	10/1/2026	Per Incident/Agg \$5,000,000

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

**CERTIFICATE HOLDER****CANCELLATION**Arlington Ridge Community Development District  
4463 Arlington Ridge Blvd  
Leesburg FL 34748

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

**PROPOSAL FORM**  
**PART II – PERSONNEL AND EQUIPMENT**

- List the location of the Proposer's office which would perform work for the District.

Street Address 2033 Cantu Ct

P. O. Box (if any) \_\_\_\_\_

City Sarasota State FL Zip Code 34232

Telephone 941-755-4589 Fax no. \_\_\_\_\_

1st Contact Name Kelly Conn Title ~~Regional Manager~~

2nd Contact Name Billy Douglas Title Project Manager

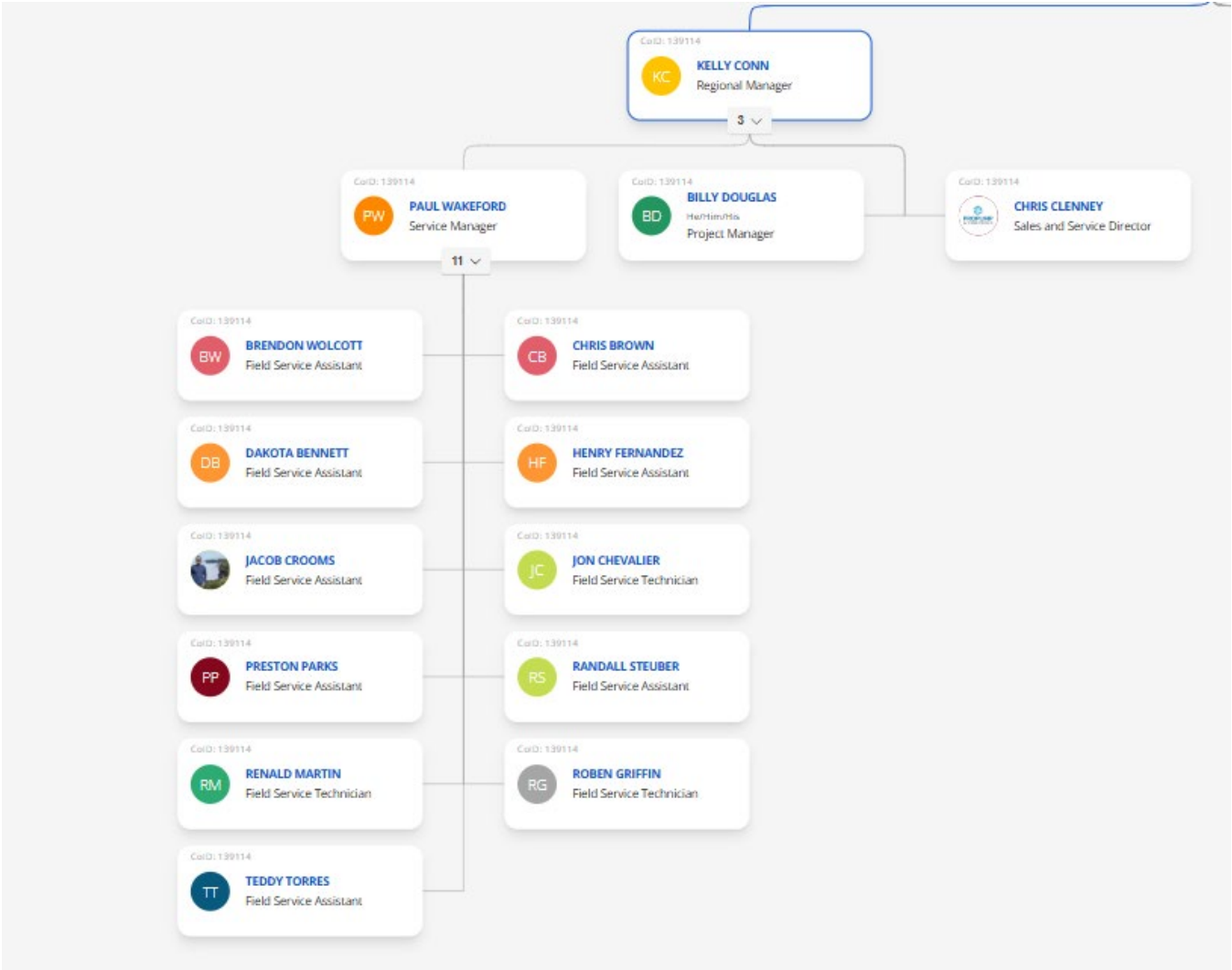
- Proposed Staffing Levels – pump house repair and restoration staff will include the following:

1 Supervisors  
3 Technical personnel, who will be onsite 4 days per 1 wk.  
 and \_\_\_\_\_ Other (please describe): \_\_\_\_\_

- Supervisory Personnel – Please provide a list of all Supervisory Personnel proposed to be assigned to this project and attach resumes for any individuals listed.
- Technical Personnel – Does the Proposer currently employ any other technical personnel who have expertise in relevant fields of expertise? Yes ☒ No ☐ If yes, please provide the person (attach additional sheets if necessary):

Name: See Below

Please attach an organizational chart for the company and for the team proposed to serve the District.



**PROPOSAL FORM**  
**PART III – EXPERIENCE**

- *Has the Proposer performed work for a community development district previously?*  
Yes \_\_\_\_ No \_\_\_\_  
*If yes, please provide the following information for each project (attach additional sheets if necessary):*

Project Name/Location: Heritage Landing Masters Association

Contact: Mary Longares Contact Phone: 941-347-2228

Project Type/Description: Service Repairs and Maintenance

Dollar Amount of Contract: Various

Scope of Services: Replace Control HMI, Filter Repairs, Pump Replacements

Dates Serviced: 02/2024- Present

- *Please state whether or not the Proposer or any of its affiliates are presently barred or suspended from proposing or contracting on any state, local, or federal contracts?*  
Yes \_\_\_\_ No \_\_\_\_ *If yes, please provide:*

The names of the entities \_\_\_\_\_

The state(s) where barred or suspended \_\_\_\_\_

The period(s) of debarment or suspension \_\_\_\_\_

Also, please explain the basis for any bar or suspension:

\_\_\_\_\_  
\_\_\_\_\_

- *List any and all governmental enforcement actions (e.g., any action taken to impose fines or penalties, licensure issues, permit violations, consent orders, etc.) taken against the Proposer or its principals, or relating to the work of the Proposer or its principals, in the last five (5) years. Please describe the nature of the action, the Proposer's role in the action, and the status and/or resolution of the action.*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**List three (3) references from projects of a similar size and scope:**Reference 1

---

Project Name/Location: Deep CreekContact Tod Evans Contact Phone: 941-625-6911Project Type/Description: New Station and Wet WellDollar Amount of Contract: \$327,000.00Scope of Services: Remove old station, install new station, commission station, and install wet wellDates Serviced: SEPT- NOV/2025Reference 2

---

Project Name/Location: Clermont National/ Clermont, FLContact: Andy AppleContact Phone: (843) 455-0702

---

Project Type/Description: New WTX Station and InstallDollar Amount of Contract: \$218,000.00Scope of Services: Remove old station, install new station, and commission new stationDates Serviced: JUNE 2025Reference 3

---

Project Name/Location: Celebration Golf Club/ Kissimmee, FLContact: Ryan Burke Contact Phone: (407)566-4653

---

Project Type/Description: New Station and InstallDollar Amount of Contract: \$279,000.00Scope of Services: Remove old station, install new station, and commission new stationDates Serviced: JANUARY 2025

**PROPOSAL FORM  
PART IV – PRICING**

*NOTE: This pricing form is intended to cover pricing for a one-year or less term of the contract; however, if Proposer intends to provide the services in a multi-year phased approach, it is assumed that prices will remain the same through each of the phases. If the Proposer intends to change pricing for any phased approach, then the Proposer should submit multiple pricing forms, one for each option. Otherwise, the prices stated below will be binding for the term of the contract for provision of the services, and any phases of that may be provided in subsequent years.*

*Please complete the following:*

**PRICING/SCOPE OF SERVICES FORM**

**ATTACH A NARRATIVE DESCRIPTION OF PROPOSER'S APPROACH TO PROVIDING SERVICES**

SEE BELOW- PROPUMP STATION- MCI/FLOWTRONEX



## Arlington Ridge

### Project:

ProPump and Controls to provide labor and material to replace the existing irrigation pump station. Proposal includes all required equipment, materials and labor to install the MCI Flowtronex manufactured product.

*ProPump & Controls, Inc. provides design, sales, installation, and service to over 6,000 accounts throughout the Southeastern United States. We are the largest organization specializing in turf irrigation pump service with over 30 years of experience in the industry.*

*ProPump & Controls, Inc. Florida currently employs 12 technicians servicing all of central and south Florida. Our technicians are fully equipped for various service needs allowing for rapid response and resolution to service-related issues*

### Scope of Work:

#### Existing station removal

- Disassembly and deconstruction of the existing irrigation station.
- Equipment rental and crane contractor as required
- Wet well dive inspection and clean out prior to new installation, performed by licensed and certified diver. Disposal of collected material off site
- Clean and prep concrete slab, remove existing skid anchors
- Off-site disposal of the old station material

#### Installation

- Station engineering design and layout coordination and confirmation with the manufacturer.
- Install scheduling coordination with manufacturer and customer
- Station skid components and control cabinet to be engineered to fit the existing footprint.
- Station mechanical assembly as designed by manufacturer. Discharge transition pipe connection to the existing irrigation mainline.
- Level and align skid, piping, and pumps. Secure station components w/ provided concrete wedge anchors and plates
- Electrical connection to the existing service disconnects

#### Start-Up

- Verify all electrical terminations, joint fittings and structural components are secure and in accordance with factory specifications.
- Perform pre-power checks as specified by manufacturer.
- Verify incoming voltage variance and imbalances are within factory recommended tolerances.
- Power up checks as specified by manufacturer.
- Verify proper motor rotation prior to operation.
- Station performance testing and evaluation.
- Complete manufacturer's Start Up report
- Operator training and remote monitoring setup assistance

**Product Specifications:**

---

**SCOPE OF SUPPLY**

**MCI UL Listed QCZJ Packaged Pump Station**  
**Model Number: PPS-N-VT2-1500-120-SV-P-48-3-6**  
**Built Under ISO9001:2015 Certification**

**Main Control Panel****Custom Enclosure**

- UL 508a Listed Control Panel Custom Engineered & Manufactured in Same Facility as Pump Station
- Watertight UL Type 4 Enclosure
- 72 IN x 72 IN x 18 IN (HxWxD), Final Panel Size Confirmed in Approval Drawings
- 12 ga. Mild Steel Construction with Self-Healing Zinc Primer and Superior Outdoor Rated Powder Coated Textured Finish
- Heavy Duty Concealed Hinge / 3- Point Latch with Handle (Pad Lock Capable), Easily Removeable Doors and Center Post for Servicing
- Rigid Steel Backplate with Pure White Powder Coat
- Stainless Steel Doorstop(s), (Standard on All Doors)
- 12IN Data Pocket Containing All Pertinent Panel Documentation and As Built Drawings for Easy in Field Reference
- Manufactured in the USA
- 6IN Structural Leg Kit with Matching Finish Including Outer Mounting Tabs to Allow for Versatile and Flexible Installation

**Cooling/Heating**

- QTY (1) UL Listed Low Maintenance Heat Exchanger Designed for Energy Efficient Cooling and Increased Electrical Component Longevity

**Main Power**

- 400-Amp Main Fused Disconnect to Protect Valuable and Critical Components from Overloads and Abnormal Supply Power Conditions
- Industry Leading Short Circuit Current Rating (SCCR) of 100,000 Amps to Impede Catastrophic Failure
- Type 1 Surge Protection w/Status Indicators for Safeguarding of Electrical System Against Destructive Transient Power Surges
- Active Incoming Line Phase Monitor W/Primary Fusing for Detection of Voltage Imbalance, Phase Sequence, and Loss of Phase
- Regulated & Adjustable DC Power Supply for Safe User Operation and Stable Clean Power to Control Processing Components
- GFCI Outlet for Convenient Laptop Power



- Robust Industrial Control Power Transformer w/Primary Fusing

### Pump/Motor Control/Power

- Control & Power for QTY (2) 75 HP **Main Pump/Motor** with Shared VFD/XL Operation
  - Green Illuminated Off/On Switch with Running and Blinking Fault Indication
  - Pump/Motor Running Feedback
  - Wired for Motor Space Heater
  - Variable Frequency Drive Operation
    - High Accuracy Pump/Motor Speed Control
    - Manual VFD Speed Pot
    - VFD Bypass Switch Per VFD for Alternate Pressure Control Mode in the Event of VFD Failure
    - Equipped With Input Impedance Per VFD for Smooth, Stable, & Consistent Power
    - Fast Acting Fusing for VFD Protection
    - VFD Fault with Auto Restart
  - XL Operation
    - Advanced Fuse Protection Technology for Safeguarding Against Power Surges and Overloads
    - Solid State Overload Protection with Precise Monitoring Per Motor and Shutdown Safety Including Contactor Interlocks for Safe Operation
- Control & Power for QTY (1) 5 HP **PM Pump/Motor** with XL Operation
  - Green Illuminated Off/On Switch with Running and Blinking Fault Indication
  - Pump/Motor Running Feedback
  - XL Operation
    - Advanced Fuse Protection Technology for Safeguarding Against Power Surges and Overloads
    - Solid State Overload Protection with Precise Monitoring Per Motor and Shutdown Safety Including Contactor Interlocks for Safe Operation

### Control Features & Hardware

- MCI MPC Remote Intelligence Platform
  - Fast Processing Robust PLC for Self-Sufficient Automatic Operation
  - 12IN Industrial-Grade High-Resolution Touchscreen Designed for Demanding Environments and an Intuitive User Experience
    - HMI Screen Layout Users Can Customize to Their Individual Preferences
- System “Full Size” Type 4 Operator Control Devices
  - Manual/Off/Auto System Control
  - Red Illuminated Fault Push Button
  - Blue Illuminated Maintenance Light
- PLC Flow Adjustable Fertigation Run Relay with Dry Contacts
- System Safeties:
  - Main Inlet Safety
    - Low Level Shutdown w/Auto Reset

- Low Discharge Pressure Shutdown/Hard Fault
- High Discharge Pressure Shutdown w/Auto Restart
- Phase Failure, Imbalance, and Low Voltage Protection
- Operation Features
  - Remote Intelligence
    - One Click Secured Remote Login/Access to all your systems
    - Advanced Trending Screen with State-of-the-Art Interrogation Capabilities
    - Realtime Fault Monitoring Providing Users Immediate Email Alerts
    - Integrated Mechanical & Electrical Drawings with Accelerated On-Screen Access to Technical Schematics for Efficient Troubleshooting and Servicing.
    - AI Ready
  - Door Device Lamp Test Function
  - Automatic Alternation of Pumps Based on Least Run Time
  - Intelligent Slow Ramp Feature for Automatic Line Fill
  - 3-Year Flow Total Logging Day/Week/Month/Year
  - Pump Run Times
  - Event Log
  - Flow and Station Trending
  - Assignable I/O
  - Multi-Parameter Adjustable Pump Station Lockout
    - Lockout Parameters: *\*Individualized Day/Time Settings\**
      - Pressure Setpoint/Max
      - External Input
      - Max Number of Pumps Allowed
      - Power Consumption
      - Max VFD Speed
- Optical Isolator
- Lake Level Control
  - Hand/Off/Auto Selector Switch
  - Sensor Included in System Instrumentation Section
- Motion-Sensing Interior LED Lighting Package for Improved Visibility During Control Panel Service
- **MCI Remote Cell Monitoring w/1 Year Activation (Cell Service Starts When Equipment Ships from MCI)**
  - **nSite, MCI's Cloud Based Solution NO SUBSCRIPTION FEE**
    - Scheduled Monthly Email with Flow Report in Excel Format
    - Access To One Full Year of Pressure, Flow, Alarms and Event Data
  - **Remote Pump Station Disable Feature from Any Smart Device Or PC**
  - **Factory Support Remote Access to PLC/HMI and VFD for Programming and Troubleshooting**
  - **nAlert**
    - Manage Maintenance Due Dates for All Aspects of Maintenance on Your Pumping Station

- Warning Light, Display Message and Email Alert When Due
- Monitor and Report Irregular Operation of Irrigation System, Pump System and Filter System

### Cellular Central Irrigation Communication Package

- Allows the TORO Irrigation Central Computer to Communicate Directly with the MCI Flowtronex Pump Station.
- Allows User Defined Adjustments During Scheduled Irrigation Cycles

### System Instrumentation

- 316SS Low Level Probe Set with PNR Relay
- Discharge Pressure Transducer
  - 316SS Multi-output Programmable Pressure Transducer, with Local Display, Protective Display Cap, and Cord Set
- Submersible Level Transducer
  - 0-34.6' 316SS Level Transducer with Filter, Extra Weight, and 60 FT Cable
- DI220 Flow Sensor for Reliable and Dependable Flow Sensing
- 4 IN 316SS Pressure Gauges with Full Body 316SS Monolithic Block and Bleed Valves

### Pump Assemblies

- **QTY (2) 75 HP Vertical Turbine MAIN Pump, (84.5 % Efficiency),** Rated for 750 GPM @ 307 FT TDH Including Station Losses. To Include:
  - **PUMP**
    - Minimum 375PSI High Pressure Rated Cast Iron Bowls w/316SS Investment Cast Impellers for Superior Corrosion Resistance, Improved Performance at Higher Pressure, and Extended Pump Lifespan
    - High Strength, Corrosion Resistant, Rotationally Balanced 416SS Stainless Steel Shafting
    - 416SS Head Shaft Including Bronze Adjusting Nut and Gib Key
    - **MCI Custom Teflon Pump Sealing Packing System Designed to Prevent Water from Leaking on the Pump Skid While Providing Shaft Cooling**
    - MCI Fusion Bonded Epoxy Coated Fabricated Carbon Steel Discharge Heads
      - Pump Heads Feature MCI's Integral, Maintenance Free Air Relief System with No Moving Parts to Purge Harmful Airlocks
      - High Strength Construction, Engineered to Maximize Stable, Efficient Power Transmission Between Motor and Pump
    - Threaded Carbon Steel Column Pipe Including Water Lubricated Low Friction Line Shaft Bearings with Vibration Minimizing 5 FT Maximum Spacing
    - Stainless Steel Mesh Pump Strainer with Easy to Attach SS Clips
  - **MOTOR**
    - 75 HP, 1800 RPM, 460/3/60, Premium Efficient, Vertical Hollow Shaft Motors with Motor Space Heaters, and Non-Reverse Ratchets
  - **VALVES**

- 6 IN Full 316SS Grooved Pump Discharge Isolation Valve w/ Lever Actuator Offering Vibration Minimization and Increased Installation/Service Flexibility
- 6 IN Pump Silent Wafer Check Valves with Corrosion and Abrasion Resistant Fusion Bonded Epoxy, SS Disc, and Heavy-Duty Spring to Reduce Hydraulic Shock
- **QTY (1) 5 HP Submersible Turbine PM Pump & Motor. To Include:**
  - **PUMP**
    - 304SS Interchangeable Pump Bowls Featuring Optimized Hydraulic Surfaces for Increased Performance and Efficiency
    - 304SS Corrosion Resistant Impellers Including Thrust Balancing Stop Rings
    - 304SS Threaded, High Strength Discharge Column Pipe
    - 2IN Fusion Bonded Epoxy Coated SCH40 Pump Head
  - **MOTOR**
    - 5 HP, 460/3/60, Premium Efficient, Corrosion Resistant 304SS Submersible Motor
  - **VALVES**
    - 2 IN Full 316SS Grooved Pump Discharge Isolation Valve w/ Lever Actuator Offering Vibration Minimization and Increased Installation/Service Flexibility
    - 2 IN Pump Silent Wafer Check Valves with Corrosion and Abrasion Resistant Fusion Bonded Epoxy, SS Disc, and Heavy-Duty Spring to Reduce Hydraulic Shock

#### Station Isolation Valving

- 6 IN Station Discharge Isolation Butterfly Valve w/Lever Operator, Corrosion-Inhibiting 316SS Disc and EPDM Elastomers, Abrasion Resistant Fusion Bonded Body, and 250PSI Bubble Tight Shutoff Capacity
- 316SS Threaded Ball Valves, 1.5IN and Below

#### Station Pressure Relief Valve

- Fusion Bonded Epoxy 4 IN Station Pressure Relief Valve with Corrosion Mitigating 316SS Internals, Bronze Piloting, Piped to Wet Well with Isolation Butterfly Valve w/Lever Operator, SS Disc, EPDM Elastomers, and Bonnet Quick Air Purge Ball Valve

#### Station Filtration and Controls

- QTY (1) 8 IN, Low-Pressure Drop, Fusion Bonded Epoxy, Cast Iron Wye Strainer with Service Friendly SS Screen Access and Automatic Flush Assembly
  - **Control and Power**
    - QTY (1) Filter Inlet Pressure Transducer
      - 316SS Multi-output Programmable Pressure Transducer, with Local Display, Protective Display Cap, and Cord Set
    - Manual/Off/Auto Filter Flush Control Switch for Flush Operation Control
    - Filter Run Command (Auto & Manual)
    - Filter Fault

- **Valving and Piping**

- 2IN Electrically Actuated, 24VDC, Non-Clog Butterfly Valve with Corrosion-Inhibiting 316SS Disc, EPDM Elastomers, Abrasion Resistant Fusion Bonded Body, and 250PSI Bubble Tight Shutoff Capacity
- 2IN x 4IN 304SS Flush Line Assembly Piped to Skid's Edge

### **Skid**

- Reinforced, Custom, Carbon Steel Pump Skid
  - Fabricated Using Heavy Duty, High Strength Structural Channel, Tubing, and Plate
  - Fully Seal Welded Pump Skid Deck Plate
  - Integral High Thrust Structural Pipe Supports
  - 1-Inch-Thick VT Pump Plate Over Wet Well to Provide Maximum Support and Vibration Dampening During Operation
  - Removeable, Heavy-Duty Wet Well Access Hatch with Stainless Steel Hinges for Serviceability
  - Self-healing, Corrosion Reducing, Zinc Powder Coat Primer
  - Multi-Step, Thermally Cross-Linking, Non-slip Skid Powder Coating for Structural Protection and Operator Safety
  - Corrosion and Wear Resistant Zinc Hardware
  -

### **Station Piping**

- Carbon Steel Station Piping
  - Custom Formulated, Electrostatically Adhering, Thermally Cross-Linking, Fusion Bonded Epoxy Coating
    - NSF 61 Certified, Drinking Water Safe, Fusion Bonded Epoxy Coating
    - Extreme Resistance to Corrosive Water and Harsh Chemicals
  - All Piping Above 2IN Shall Be Both Internally and Externally Coated
- Piping Below 2IN shall be 304SS
- Hose Bibb Connection for Handy, Pressurized Water Access
- Corrosion and Wear Resistant Zinc Hardware

### **2-Year Preventive Maintenance Program**

This program provides:

- One (1) annual PM service per year for a total of two preventive maintenance visits over the program term.
- Each service includes a full inspection, performance review, and completion of our detailed PM checklist.
- Performance data will be reviewed after each service to anticipate potential issues before they become emergencies.

This 2-year program ensures consistent care for your equipment, helping to reduce the risk of unscheduled repairs and extending the overall life of your pump station.

### Warranty Items

- Warranty Includes crane if needed
- 6-year warranty on Variable frequency drive (Includes Lightning Damage Coverage and Labor to Replace)
- 6-Year Warranty on ALL COMPONENTS IN ELECTRICAL PANEL, Inclusive of power related damage such as lightning. Includes parts only.
- 2-year warranty on Station.

**FOB: Dallas, Texas**

### Lead Time:

- **Production: 18 – 20 Weeks After Receipt of Approved Drawing (ARAD)**

## Optional Equipment: (Not Included in BASE Price) (Tax not included)

### Additional Pump Assembly - with Motor

**\$30,793.33**

- **QTY (1) 75 HP Vertical Turbine Main Pump, (84.5% Efficiency), Rated for 750 GPM @ 307FT TDH Including Station Losses. To Include:**
  - **PUMP**
    - Minimum 375PSI High Pressure Rated Cast Iron Bowls w/316SS Investment Cast Impellers for Superior Corrosion Resistance, Improved Performance at Higher Pressure, and Extended Pump Lifespan
    - High Strength, Corrosion Resistant, Rotationally Balanced 416SS Stainless Steel Shafting
    - 416SS Head Shaft Including Bronze Adjusting Nut and Gib Key
    - MCI Custom Teflon Pump Sealing Packing System Designed to Prevent Water from Leaking on the Pump Skid While Providing Shaft Cooling
    - MCI Fusion Bonded Epoxy Coated Fabricated Carbon Steel Discharge Heads
      - Pump Heads Feature MCI's Integral, Maintenance Free Air Relief System with No Moving Parts to Purge Harmful Airlocks
      - High Strength Construction, Engineered to Maximize Stable, Efficient Power Transmission Between Motor and Pump
    - Threaded Carbon Steel Column Pipe Including Water Lubricated Low Friction Line Shaft Bearings with Vibration Minimizing 5 FT Maximum Spacing
    - Stainless Steel Mesh Pump Strainer with Easy to Attach SS Clips
  - **MOTOR**
    - 75 HP, 1800 RPM, 460/3/60, Premium Efficient, Vertical Hollow Shaft Motors with Motor Space Heaters, and Non-Reverse Ratchets

**Transfer Pump Panel ONLY** **\$16,637.50**

- Panel rated for 240/3/60
- Watertight UL Type 4 Enclosure
- 36INx36INx12IN, Final Panel Size Confirmed in Approval Drawings
- 60-Amp Main Fused Disconnect to Protect Valuable and Critical Components from Overloads and Abnormal Supply Power Conditions
- Control & Power for QTY (1) 15 HP **Transfer Pump/Motor** with XL Operation
  - Green Illuminated Off/On Switch with Running and Blinking Fault Indication
  - Pump/Motor Running Feedback
  - XL Operation
    - Advanced Fuse Protection Technology for Safeguarding Against Power Surges and Overloads
    - Solid State Overload Protection with Precise Monitoring Per Motor and Shutdown Safety
- 900 MHz Wireless Radio Leader/Following to Start/Stop Transfer Pump from Main Pump Station Panel
- Lake Level Controls

**Pricing:**

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<b>Project Total (Tax Exempt):</b>	<b>\$228,648.47</b>
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*Applicable tax and freight included.  
Quoted pricing valid for 15 days  
Financing terms available upon request*

*Pricing includes pump station installation and start-up, operator training and remote monitoring setup assistance.*

*Customer is responsible for the removal and reinstallation of the pump house roof, if applicable, to provide access for station installation.*

*Customer to provide access to the pump station for trucks and equipment. ProPump and Controls is not responsible for damages to cart paths, underground utilities, irrigation heads/equipment or turf.*

*The quoted price assumes that any and all components, not included in the quote, are in proper working order. If any of these items are found to be weak or defective, the repair or replacement will be quoted in addition to the above cost*



**PAYMENT TERMS:** All Purchase Orders are subject to acceptance by ProPump & Controls, Inc. Receipt of production deposit, verification of acceptable credit, and confirmation of order are required before production. All orders subject to 50% production deposit. Balance due 30 days from date of invoice.

If shipment or installation of equipment is delayed by customer request at no fault of ProPump & Controls, Inc., customer agrees to amend the contract or purchase order as follows, unless superseded by other terms noted on the accepted contract or agreement.

- **Delayed shipment:** Customer agrees to pay any storage fees requested by equipment manufacturer, if applicable.
- **Equipment Installation delayed at customer request following shipment:** ProPump will furnish equipment and labor to offload equipment and store on site as directed by customer. Equipment and labor costs for the offload shall be additional to the quoted price. ProPump shall invoice customer for 90% of the equipment price, less any previous production deposits, due net 30 days following delivery of product. Balance for equipment and installation labor will be invoiced on completion of work.

Orders placed under Preferred Customer Agreements include all discounts and fee payments.

**Payment of Invoices over \$5,000 by Credit Card subject to 2.80% service charge without prior agreement.**

How to order: Please help us expedite your order by providing the following:

Is this sale taxable? (Circle one) Yes No (If the order is non-taxable, a tax-exempt certificate for the "ship to" state must be submitted with this order.)

Provide signature: Accepted for Buyer \_\_\_\_\_

Date: \_\_\_\_\_

Requested delivery date: \_\_\_\_\_

Ship to address: \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_

Zip \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone & Fax: \_\_\_\_\_

Please return one signed copy of this quotation on acceptance. Merchandise delivered or shipped is due and payable to: ProPump & Controls, Inc. 610 Old Mt. Eden Road, Shelbyville, Ky. 40065. Fax number: 502-633-0733 Phone 800-844-0677.

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**DELIVERY:** Delivery dates are estimates and confirmed shipment cannot be determined until all manufacturing details are known. ProPump & Controls Inc. will make reasonable efforts to establish a delivery schedule after receipt of an executed contract and all approvals. Seller shall not be liable for special or consequential damages caused by delay in delivery. Customer agrees to execute bill and hold contract in the event of order delay.

**LATE FEES:** Late fee of 1 1/2 % of the unpaid balance will be charged per month on all accounts which are past due, plus any collections or attorney's fees incurred in settlement of past due accounts.

**LIEN:** Seller retains a security interest in all products sold to buyer until the purchase price and other charges, if any, are paid in full as provided in Article 9 of the Uniform Commercial Code. Seller will file a Mechanics Lien or execute other documents as required to perfect the security interest in the products sold.

**TAXES:** State, city and local taxes are excluded from the contract price unless otherwise noted. Sales tax will be invoiced on the contract price unless written exemption is provided.

**FACTORY AUTHORIZED WARRANTY:** ProPump & Controls, Inc. warrants products manufactured by ProPump and associated component parts and/or labor, for defects in materials and workmanship for a period of one year following date of installation by ProPump, but not later than fifteen months from date of invoice if installed by others.

For products sold by ProPump & Controls, Inc but manufactured wholly by others, ProPump will extend the manufacturer's warranty to the customer, and will assist in handling warranty claims. Standard manufacturer warranties for water pumping systems are one year from date of startup by ProPump, but not later than fifteen months from date of manufacturers invoice. Provided that all installation and operation responsibilities have been properly performed, manufacturer will provide a replacement part or component during the warranty life. Repairs done at manufacturer's expense must be pre-authorized.

This proposal may contain equipment which requires costly means to remove and replace for service or repair, due to site conditions. ProPump & Controls will not accept liability for any costs associated with the removal or replacement of equipment in difficult-to-access locations, unless specifically agreed to in writing on the original sales proposal. This includes the use of cranes larger than 15 tons, divers, barges, helicopters, or other unusual means. All such extraordinary costs shall be borne by the customer, regardless of the reason necessitating removal of the product from service.

ProPump & Controls, Inc., or its sub-contractors are not responsible for damage to turf or cart paths, provided that Owner's Representative has designated reasonable routes for access to the site, for vehicles including heavy trucks and cranes, and ProPump & Controls, Inc and subcontractor personnel have followed those routes. For access routes which require extraordinary means to traverse, such as wet ground or thin cart paths which may require placement of boards or steel plates to prevent damage, additional costs may be incurred if conditions are not brought to ProPump's attention prior to submitting a proposal.

Warranty may be voided in the event of any of the following:

- Default of any agreement with supplier or manufacturer.
- The misuse, abuse of the pumping equipment outside is intended and specified use.
- Failure to conduct routine maintenance.
- Handling any liquid other than irrigation water.
- Exposure to electrolysis, erosion, or abrasion.
- Presence of destructive gaseous or chemical solutions.
- Over voltage or unprotected low voltage.
- Unprotected electrical phase loss or phase reversal.
- TDS over 1000mg
- PH levels lower than 6.0
- Calcium hardness less than 50 mg/L
- Alkalinity less than 100mg/L
- Chloride and or sulfate ions greater than 50 mg/L each
- Free chlorine or use of other strong biocides.
- Langelier index from -50 to + 1.5
- Damage occurring when using control panel as service disconnect.

The foregoing constitutes ProPump & Control's sole warranty and has not nor does it make any additional warranty, whether express or implied, with respect to the pumping system or component. ProPump & Controls, Inc. makes no warranty, whether express or implied, with respect to fitness for a particular purpose or merchantability of the pumping system or component. ProPump & Controls, Inc. shall not be liable to purchaser or any other person for any liability, loss, or damage caused or alleged to be caused, directly or indirectly, by the pumping system. In no event shall ProPump & Controls, Inc. be responsible for incidental, consequential, or act of God damages, nor shall manufacturer's liability for damages to purchaser or any other person ever exceed the original factory purchase price.

## **SCOPE OF SERVICES / PRICING**

### **Scope of Services**

Pricing shall include costs associated with the following, at a minimum:

Proposal to include all required equipment, materials and labor.

#### **Existing Station Removal**

Disassembly and deconstruction of the existing irrigation station

Equipment rental and crane services as needed

Wet well dive inspection and clean-out by a licensed and certified diver, with off-site disposal of collected material

Cleaning and preparation of the concrete slab; removal of existing skid anchors

Off-site disposal of all old station materials

#### **Installation**

Coordination of station engineering design and layout with the manufacturer

Scheduling installation with both manufacturer and customer

Engineering of station skid components and control cabinet to fit the existing footprint

Mechanical assembly of the station as designed, including discharge transition pipe connection to the existing irrigation mainline

Leveling and alignment of skid, piping, and pumps; securing components with concrete wedge anchors and plates

Electrical connection to existing service disconnects

#### **Start-Up**

Verification of all electrical terminations, joint fittings, and structural components per factory specifications

Pre-power checks and voltage verification within manufacturer tolerances

Power-up checks and motor rotation verification

Station performance testing and evaluation

Completion of manufacturer's Start-Up report

Operator training and assistance with remote monitoring setup

#### **Proposal Requirements**

Company qualifications and relevant experience

Detailed project timeline and milestones

Itemized cost estimate

Proof of licensing, insurance, and bonding

References from similar completed projects

### **Additional Information**

- Please also submit a schedule of hourly rates to be used for the pricing of any addenda/additional services.
- Please provide a fee schedule for any other supplemental services.
- Please attach a separate sheet with pricing for any alternative recommended services.

Under penalties of perjury under the laws of the State of Florida, I represent that I have authority to sign this Proposal Form (including Parts I through IV) on behalf of ProPump and Controls, Inc. ("Proposer") and declare that I have read the foregoing Proposal Form (including Parts I through IV) and that all of the questions are fully and completely answered, and all of the information provided is true and correct.

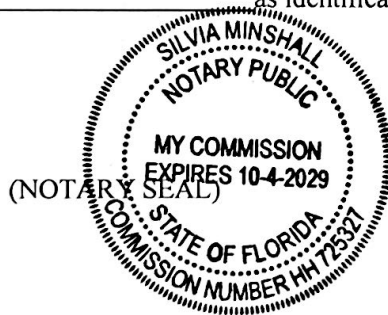
Dated this 3rd day of December, 2025.

Proposer: ProPump & Controls- Kelly Conn

By: Kelly M Conn  
Title: Regional Manager

STATE OF Florida  
COUNTY OF Manatee

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☒ online notarization, this 3rd day of December 2025, by Kelly Conn, as Regional Manager of ProPump and Controls, Inc., who appeared before me this day in person, and who is either personally known to me, or produced \_\_\_\_\_ as identification.



Silvia Minshall  
NOTARY PUBLIC, STATE OF Florida

Name: Silvia Minshall  
(Name of Notary Public, Printed, Stamped or  
Typed as Commissioned)

**SWORN STATEMENT UNDER SECTION 287.133(3)(a),  
FLORIDA STATUTES, REGARDING PUBLIC ENTITY CRIMES  
THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC  
OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.**

1. This sworn statement is submitted to Arlington Ridge Community Development District.
2. I am over eighteen (18) years of age and competent to testify as to the matters contained herein. I serve in the capacity Regional Manager for ProPump&Controls ("Proposer") and am authorized to make this Sworn Statement on behalf of Proposer.

3. Proposer's business address is

2033 Cantu Ct Sarasota, FL 34232

4. Proposer's Federal Employer Identification Number (FEIN) is 27-4479000

(If the Proposer has no FEIN, include the Social Security Number of the individual signing this sworn statement:)

5. I understand that a "public entity crime" as defined in Section 287.133(1)(g), *Florida Statutes*, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any proposal 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 misrepresentation.
6. I understand that "convicted" or "conviction" as defined in Section 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 jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
7. I understand that an "affiliate" as defined in Section 287.133(1)(a), *Florida Statutes*, means:
  1. A predecessor or successor of a person convicted of a public entity crime; or,
  2. 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.
8. I understand that a "person" as defined in Section 287.133(1)(e), *Florida Statutes*, means any natural person or entity organized under the laws of any state or of the United States with the

legal power to enter into a binding contract and which proposals or applies to proposal 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.

9. Based on information and belief, the statement which I have marked below is true in relation to the Proposer submitting this sworn statement. (Please indicate which statement applies.)

X Neither the entity submitting this sworn statement, nor any 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 the entity, has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND (please indicate which additional statement applies):

\_\_\_\_\_ There has been a proceeding concerning the conviction before an Administrative Law Judge of the State of Florida, Division of Administrative Hearings. The final order entered by the Administrative Law Judge did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order.)

\_\_\_\_\_ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before an Administrative Law Judge of the State of Florida, Division of Administrative Hearings. The final order entered by the Administrative Law Judge determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order.)

\_\_\_\_\_ The person or affiliate has not been placed on the convicted vendor list. (Please describe any action taken by or pending with the Florida Department of Management Services.)

*[Signatures of Following Page]*

Under penalties of perjury under the laws of the State of Florida, I declare that I have read the foregoing Sworn Statement under Section 287.133(3)(a), *Florida Statutes*, Regarding Public Entity Crimes and all of the information provided is true and correct.

Dated this 3rd day of December, 2025.

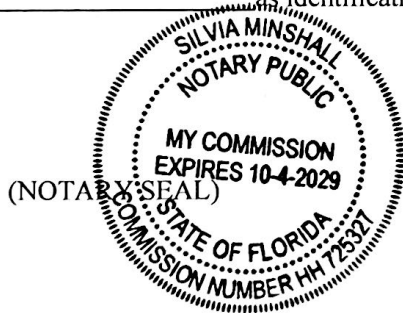
Proposer: ProPump & Controls- Kelly Conn

By: Kelly M Conn

Title: Regional Manager

STATE OF Florida  
COUNTY OF Manatee

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☒ online notarization, this 3rd day of December 2025, by Kelly Conn, as Regional Manager of ProPump and Controls, Inc., who appeared before me this day in person, and who is either personally known to me, or produced \_\_\_\_\_ as identification.



Silvia Minshall  
NOTARY PUBLIC, STATE OF Florida

Name: Silvia Minshall  
(Name of Notary Public, Printed, Stamped or  
Typed as Commissioned)

**SWORN STATEMENT PURSUANT TO SECTION 287.135(5), *FLORIDA STATUTES*,  
REGARDING SCRUTINIZED COMPANIES WITH ACTIVITIES IN SUDAN LIST OR  
SCRUTINIZED COMPANIES WITH ACTIVITIES IN THE IRAN TERRORISM SECTORS  
LIST**

***THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC  
OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.***

1. This sworn statement is submitted to Arlington Ridge Community Development District (“District”).
2. I am over eighteen (18) years of age and competent to testify as to the matters contained herein. I serve in the capacity of Regional Manager for ProPump&Controls (“Proposer”), and am authorized to make this Sworn Statement on behalf of Proposer.
3. Proposer’s business address is 2033 Cantu Ct Sarasota, FL 34232
4. Proposer’s Federal Employer Identification Number (FEIN) is 27-4479000

(If the Proposer has no FEIN, include the Social Security Number of the individual signing this sworn statement :)

5. I understand that, subject to limited exemptions, Section 287.135, *Florida Statutes*, declares a company that at the time of proposing or submitting a proposal for a new contract or renewal of an existing contract is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies With Activities In The Iran Terrorism Sectors List, created pursuant to Section 215.473, *Florida Statutes*, is ineligible for, and may not proposal on, submit a proposal for, or enter into or renew a contract with a local governmental entity for goods or services of \$1 million or more.
6. Based on information and belief, at the time the Proposer submitting this sworn statement submits its proposal to the District, neither the Proposer, nor any of its officers, directors, executives, partners, shareholders, members, or agents, is listed on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies With Activities In The Iran Terrorism Sectors List.
7. If awarded the contract, the Proposer will immediately notify the District in writing if either the entity, or any of its officers, directors, executives, partners, shareholders, members, or agents, is placed on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies With Activities In The Iran Terrorism Sectors List.

[Signatures of Following Page]



Under penalties of perjury under the laws of the State of Florida, I declare that I have read the foregoing Sworn Statement and all of the information provided is true and correct.

Dated this 3rd day of December, 2025.

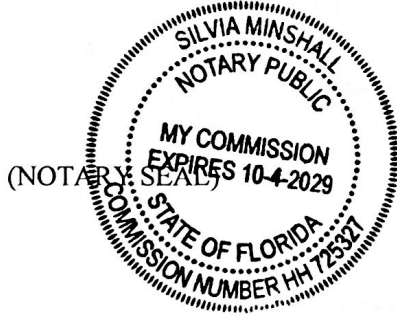
Proposer: ProPump & Controls- Kelly Conn

By: Kelly M Conn

Title: Regional Manager

STATE OF Florida  
COUNTY OF Manatee

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☒ online notarization, this 3rd day of December, 2025, by Kelly Conn, as Regional Manager of ProPump and Controls, Inc., who appeared before me this day in person, and who is either personally known to me, or produced \_\_\_\_\_ as identification.



Silvia Minshall  
NOTARY PUBLIC, STATE OF Florida

Name: Silvia Minshall  
(Name of Notary Public, Printed, Stamped or  
Typed as Commissioned)

**ANTI-HUMAN TRAFFICKING AFFIDAVIT**

I, Kelly Conn as Regional Manager, on behalf of ProPump & Controls, a FL Corporation (the "Contractor"), under penalty of perjury hereby attest as follows:

1. I am over 21 years of age and an officer or representative of the Contractor.
2. The Contractor does not use coercion for labor or services as defined in Section 787.06(2)(a), *Florida Statutes*.
3. More particularly, the Contractor does not participate in any of the following actions:
  - (a) Using or threatening to use physical force against any person;
  - (b) Restraining, isolating or confining or threatening to restrain, isolate or confine any person without lawful authority and against her or his will;
  - (c) Using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt or the length and nature of the labor or services are not respectively limited and defined;
  - (d) Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
  - (e) Causing or threatening to cause financial harm to any person;
  - (f) Enticing or luring any person by fraud or deceit; or
  - (g) Providing a controlled substance as outlined in Schedule I or Schedule II of Section 893.03, *Florida Statutes*, to any person for the purpose of exploitation of that person.

Date: December 3, 2025

FURTHER AFFIANT SAYETH NAUGHT.

[Proposer]

By: ProPump & Controls

Name: Kelly Conn

Title: Regional Manager

Date: 12/3/25

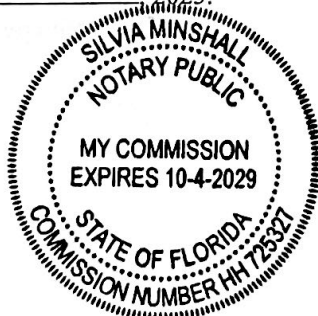
STATE OF FLORIDA

COUNTY OF Manatee

SWORN TO AND SUBSCRIBED before me ☐ physical presence or ☒ remote notarization by

Kelly Conn, as Regional Manager, of ProPump and Controls, Inc [Proposer], who is personally known to me or who produced \_\_\_\_\_ as identification this 3rd day of December, 2025.

(Notary Seal)



Silvia Minshall  
Notary Public

*Silvia Minshall*

## **Subsection 5B**

# **Grau & Associates Auditing Services Proposal**



**Grau & Associates**  
CERTIFIED PUBLIC ACCOUNTANTS

## **Proposal to Provide Financial Auditing Services:**

### **ARLINGTON RIDGE** **Community Development District**

Proposal Due: December 8, 2025  
12:00pm

**Submitted to:**

Arlington Ridge  
Community Development District  
4463 Arlington Ridge Boulevard  
Leesburg, Florida 34748

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**Submitted by:**

Antonio J. Grau, Partner  
Grau & Associates  
1001 Yamato Road, Suite 301  
Boca Raton, Florida 33431

**Tel** (561) 994-9299

**Fax** (561) 994-5823

[tgrau@graucpa.com](mailto:tgrau@graucpa.com)

[www.graucpa.com](http://www.graucpa.com)



**Grau & Associates**  
 CERTIFIED PUBLIC ACCOUNTANTS

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# Grau & Associates

CERTIFIED PUBLIC ACCOUNTANTS

December 8, 2025

Arlington Ridge Community Development District  
4463 Arlington Ridge Boulevard  
Leesburg, Florida 34748

Re: Request for Proposal for Professional Auditing Services for the fiscal year ended September 30, 2025, with an option for four (4) additional annual renewals.

Grau & Associates (Grau) welcomes the opportunity to respond to the Arlington Ridge Community Development District's (the "District") Request for Proposal (RFP), and we look forward to working with you on your audit. We are an energetic and robust team of knowledgeable professionals and are a recognized leader of providing services to Community Development Districts. As one of Florida's few firms to primarily focus on government, we are especially equipped to provide you an effective and efficient audit.

Government audits are at the core of our practice: **95% of our work is performing audits for local governments and of that 98% are for special districts.** With our significant experience, we are able to increase efficiency, to provide immediate and continued savings, and to minimize disturbances to your operations.

## Why Grau & Associates:

### Knowledgeable Audit Team

Grau is proud that the personnel we assign to your audit are some of the most seasoned auditors in the field. Our staff performs governmental engagements year-round. When not working on your audit, your team is refining their audit approach for next year's audit. Our engagement partners have decades of experience and take a hands-on approach to our assignments, which all ensures a smoother process for you.

### Servicing your Individual Needs

Our clients enjoy personalized service designed to satisfy their unique needs and requirements. Throughout the process of our audit, you will find that we welcome working with you to resolve any issues as swiftly and easily as possible. In addition, due to Grau's very low turnover rate for our industry, you also won't have to worry about retraining your auditors from year to year.

### Developing Relationships

We strive to foster mutually beneficial relationships with our clients. We stay in touch year-round, updating, collaborating and assisting you in implementing new legislation, rules and standards that affect your organization. We are also available as a sounding board and assist with technical questions.

### Maintaining an Impeccable Reputation

We have never been involved in any litigation, proceeding or received any disciplinary action. Additionally, we have never been charged with, or convicted of, a public entity crime of any sort. We are financially stable and have never been involved in any bankruptcy proceedings.

**Complying With Standards**

Our audit will follow the Auditing Standards of the AICPA, Generally Accepted Government Auditing Standards, issued by the Comptroller General of the United States, and the Rules of the Auditor General of the State of Florida, and any other applicable federal, state and local regulations. We will deliver our reports in accordance with your requirements.

This proposal is a firm and irrevocable offer for 90 days. We certify this proposal is made without previous understanding, agreement or connection either with any previous firms or corporations offering a proposal for the same items. We also certify our proposal is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action, and was prepared in good faith. Only the person(s), company or parties interested in the project as principals are named in the proposal. Grau has no existing or potential conflicts and anticipates no conflicts during the engagement. Our Federal I.D. number is 20-2067322.

We would be happy to answer any questions or to provide any additional information. We are genuinely excited about the prospect of serving you and establishing a long-term relationship. Please do not hesitate to call or email either of our Partners, Antonio J. Grau, CPA ([tgrau@graucpa.com](mailto:tgrau@graucpa.com)) or David Caplivski, CPA ([dcaplivski@graucpa.com](mailto:dcaplivski@graucpa.com)) at 561.994.9299. We thank you for considering our firm's qualifications and experience.

Very truly yours,  
Grau & Associates



Antonio J. Grau

# Firm Qualifications



**Grau & Associates**  
CERTIFIED PUBLIC ACCOUNTANTS

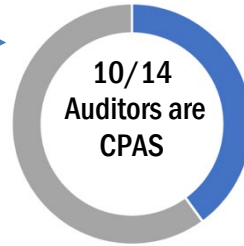


## Grau's Focus and Experience

### Our Team



**3** Partners  
**11** Professional Staff  
**2** Administrative Professionals



# 2005

Year founded

### Services Provided



Properly registered and licensed professional corporation by the state of FLORIDA

We are proud Members of the **American Institute of Certified Public Accountants** & the **Florida Institute of Certified Public Accountants**

**Quality Controls**

- ⇒ External quality review program: consistently receives a pass
- ⇒ Internal: ongoing monitoring to maintain quality

See next page for report and certificate



AICPA | FICPA | GFOA | FASD | FGFOA



**FICPA Peer Review Program**  
Administered in Florida  
by The Florida Institute of CPAs



Peer Review  
Program

**AICPA Peer Review Program**  
Administered in Florida  
by the Florida Institute of CPAs

**March 17, 2023**

**Antonio Grau**  
**Grau & Associates**  
951 Yamato Rd Ste 280  
Boca Raton, FL 33431-1809

**Dear Antonio Grau:**

It is my pleasure to notify you that on March 16, 2023, the Florida Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is December 31, 2025. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,

*FICPA Peer Review Committee*

**Peer Review Team**  
**FICPA Peer Review Committee**

**850.224.2727, x5957**

**cc: Daniel Hevia, Racquel McIntosh**

**Firm Number: 900004390114**

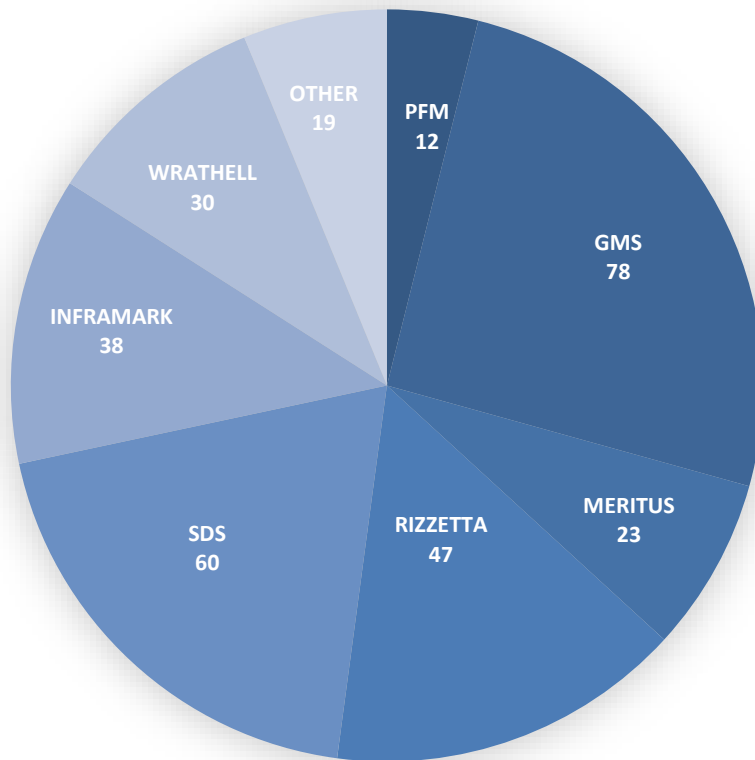
**Review Number: 594791**

## **Firm & Staff Experience**



**Grau & Associates**  
CERTIFIED PUBLIC ACCOUNTANTS

## GRAU AND ASSOCIATES COMMUNITY DEVELOPMENT DISTRICT EXPERIENCE BY MANAGEMENT COMPANY



### Profile Briefs:

#### **Antonio J GRAU, CPA (Partner)**

*Years Performing Audits: 35+*

*CPE (last 2 years):*

*Government*

*Accounting, Auditing:*

*24 hours; Accounting,*

*Auditing and Other:*

*56 hours*

*Professional*

*Memberships: AICPA,*

*FICPA, FGFOA, GFOA*

#### **David Caplivski, CPA (Partner)**

*Years Performing Audits: 13+*

*CPE (last 2 years):*

*Government*

*Accounting, Auditing:*

*24 hours; Accounting,*

*Auditing and Other:*

*64 hours*

*Professional*

*Memberships: AICPA,*

*FICPA, FGFOA, FASD*

"Here at Grau & Associates, staying up to date with the current technological landscape is one of our top priorities. Not only does it provide a more positive experience for our clients, but it also allows us to perform a more effective and efficient audit. With the every changing technology available and utilized by our clients, we are constantly innovating our audit process."

- Tony Grau

"Quality audits and exceptional client service are at the heart of every decision we make. Our clients trust us to deliver a quality audit, adhering to high standards and assisting them with improvements for their organization."

- David Caplivski

## **YOUR ENGAGEMENT TEAM**

Grau's client-specific engagement team is meticulously organized in order to meet the unique needs of each client. Constant communication within our solution team allows for continuity of staff and audit team. The Certified Information Technology Professional (CITP) Partner will bring a unique blend of IT expertise and understanding of accounting principles to the financial statement audit of the District.



The assigned personnel will work closely with the partner and the District to ensure that the financial statements and all other reports are prepared in accordance with professional standards and firm policy. Responsibilities will include planning the audit; communicating with the client and the partners the progress of the audit; and determining that financial statements and all reports issued by the firm are accurate, complete and are prepared in accordance with professional standards and firm policy.

The Engagement Partner will participate extensively during the various stages of the engagement and has direct responsibility for engagement policy, direction, supervision, quality control, security, confidentiality of information of the engagement and communication with client personnel. The engagement partner will also be involved directing the development of the overall audit approach and plan; performing an overriding review of work papers and ascertain client satisfaction.



### Experience

For over 30 years, Tony has been providing audit, accounting and consulting services to the firm's governmental, non-profit, employee benefit, overhead and arbitrage clients. He provides guidance to clients regarding complex accounting issues, internal controls and operations.

As a member of the Government Finance Officers Association Special Review Committee, Tony participated in the review process for awarding the GFOA Certificate of Achievement in Financial Reporting. Tony was also the review team leader for the Quality Review of the Office of Management Audits of School Board of Miami-Dade County. Tony received the AICPA advanced level certificate for governmental single audits.

### Education

University of South Florida (1983)  
Bachelor of Arts  
Business Administration

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### Clients Served (partial list)

(>300) Various Special Districts, including:

Bayside Improvement Community Development District	St. Lucie West Services District
Dunes Community Development District	Ave Maria Stewardship Community District
Fishhawk Community Development District (I, II, IV)	Rivers Edge II Community Development District
Grand Bay at Doral Community Development District	Bartram Park Community Development District
Heritage Harbor North Community Development District	Bay Laurel Center Community Development District
Boca Raton Airport Authority	
Greater Naples Fire Rescue District	
Key Largo Wastewater Treatment District	
Lake Worth Drainage District	
South Indian River Water Control	

### Professional Associations/Memberships

American Institute of Certified Public Accountants   Florida Government Finance Officers Association  
Florida Institute of Certified Public Accountants   Government Finance Officers Association Member  
City of Boca Raton Financial Advisory Board Member

### Professional Education (over the last two years)

<u>Course</u>	<u>Hours</u>
Government Accounting and Auditing	32
Accounting, Auditing and Other	<u>41</u>
Total Hours	<u>73</u> (includes of 4 hours of Ethics CPE)





**David Caplivski, CPA/CITP, Partner**  
 Contact : [dcaplivski@graucpa.com](mailto:dcaplivski@graucpa.com) / 561-939-6676

**Experience**

Grau & Associates	Partner	2021-Present
Grau & Associates	Manager	2014-2020
Grau & Associates	Senior Auditor	2013-2014
Grau & Associates	Staff Auditor	2010-2013

**Education**

Florida Atlantic University (2009)  
 Master of Accounting  
 Nova Southeastern University (2002)  
 Bachelor of Science  
 Environmental Studies

**Certifications and Certificates**

Certified Public Accountant (2011)  
 AICPA Certified Information Technology Professional (2018)  
 AICPA Accreditation COSO Internal Control Certificate (2022)

**Clients Served (partial list)**

(>300) Various Special Districts	Hispanic Human Resource Council
Aid to Victims of Domestic Abuse	Loxahatchee Groves Water Control District
Boca Raton Airport Authority	Old Plantation Water Control District
Broward Education Foundation	Pinetree Water Control District
CareerSource Brevard	San Carlos Park Fire & Rescue Retirement Plan
CareerSource Central Florida 403 (b) Plan	South Indian River Water Control District
City of Lauderdale GERS	South Trail Fire Protection & Rescue District
City of Parkland Police Pension Fund	Town of Haverhill
City of Sunrise GERS	Town of Hypoluxo
Coquina Water Control District	Town of Hillsboro Beach
Central County Water Control District	Town of Lantana
City of Miami (program specific audits)	Town of Lauderdale By-The-Sea Volunteer Fire Pension
City of West Park	Town of Pembroke Park
Coquina Water Control District	Village of Wellington
East Central Regional Wastewater Treatment Fac.	Village of Golf
East Naples Fire Control & Rescue District	

**Professional Education** (over the last two years)

<u>Course</u>	<u>Hours</u>
Government Accounting and Auditing	24
Accounting, Auditing and Other	64
Total Hours	88 (includes 4 hours of Ethics CPE)

**Professional Associations**

Member, American Institute of Certified Public Accountants  
 Member, Florida Institute of Certified Public Accountants  
 Member, Florida Government Finance Officers Association  
 Member, Florida Association of Special Districts

## References



**Grau & Associates**  
CERTIFIED PUBLIC ACCOUNTANTS



We have included three references of government engagements that require compliance with laws and regulations, follow fund accounting, and have financing requirements, which we believe are similar to the District.

### Dunes Community Development District

<b>Scope of Work</b>	Financial audit
<b>Engagement Partner</b>	Antonio J. Grau
<b>Dates</b>	Annually since 1998
<b>Client Contact</b>	Darrin Mossing, Finance Director 475 W. Town Place, Suite 114 St. Augustine, Florida 32092 904-940-5850

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### Two Creeks Community Development District

<b>Scope of Work</b>	Financial audit
<b>Engagement Partner</b>	Antonio J. Grau
<b>Dates</b>	Annually since 2007
<b>Client Contact</b>	William Rizzetta, President 3434 Colwell Avenue, Suite 200 Tampa, Florida 33614 813-933-5571

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### Journey's End Community Development District

<b>Scope of Work</b>	Financial audit
<b>Engagement Partner</b>	Antonio J. Grau
<b>Dates</b>	Annually since 2004
<b>Client Contact</b>	Todd Wodraska, Vice President 2501 A Burns Road Palm Beach Gardens, Florida 33410 561-630-4922

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# **Specific Audit Approach**



**Grau & Associates**  
CERTIFIED PUBLIC ACCOUNTANTS

## **AUDIT APPROACH**

### **Grau's Understanding of Work Product / Scope of Services:**

We recognize the District is an important entity and we are confident our firm is eminently qualified to meet the challenges of this engagement and deliver quality audit services. ***You would be a valued client of our firm and we pledge to commit all firm resources to provide the level and quality of services (as described below) which not only meet the requirements set forth in the RFP but will exceed those expectations.*** Grau & Associates fully understands the scope of professional services and work products requested. Our audit will follow the Auditing Standards of the AICPA, *Generally Accepted Government Auditing Standards*, issued by the Comptroller General of the United States, and the Rules of the Auditor General of the State of Florida and any other applicable Federal, State or Local regulations. **We will deliver our reports in accordance with your requirements.**

### **Proposed segmentation of the engagement**

Our approach to the audit engagement is a risk-based approach which integrates the best of traditional auditing techniques and a total systems concept to enable the team to conduct a more efficient and effective audit. The audit will be conducted in three phases, which are as follows:



### **Phase I - Preliminary Planning**

A thorough understanding of your organization, service objectives and operating environment is essential for the development of an audit plan and for an efficient, cost-effective audit. During this phase, we will meet with appropriate personnel to obtain and document our understanding of your operations and service objectives and, at the same time, give you the opportunity to express your expectations with respect to the services that we will provide. Our work effort will be coordinated so that there will be minimal disruption to your staff.

#### **During this phase we will perform the following activities:**

- » Review the regulatory, statutory and compliance requirements. This will include a review of applicable federal and state statutes, resolutions, bond documents, contracts, and other agreements;
- » Read minutes of meetings;
- » Review major sources of information such as budgets, organization charts, procedures, manuals, financial systems, and management information systems;
- » Obtain an understanding of fraud detection and prevention systems;
- » Obtain and document an understanding of internal control, including knowledge about the design of relevant policies, procedures, and records, and whether they have been placed in operation;
- » Assess risk and determine what controls we are to rely upon and what tests we are going to perform and perform test of controls;
- » Develop audit programs to incorporate the consideration of financial statement assertions, specific audit objectives, and appropriate audit procedures to achieve the specified objectives;
- » Discuss and resolve any accounting, auditing and reporting matters which have been identified.

## **Phase II – Execution of Audit Plan**

The audit team will complete a major portion of transaction testing and audit requirements during this phase. The procedures performed during this period will enable us to identify any matter that may impact the completion of our work or require the attention of management. Tasks to be performed in Phase II include, but are not limited to the following:

- » Apply analytical procedures to further assist in the determination of the nature, timing, and extent of auditing procedures used to obtain evidential matter for specific account balances or classes of transactions;
- » Perform tests of account balances and transactions through sampling, vouching, confirmation and other analytical procedures; and
- » Perform tests of compliance.

## **Phase III - Completion and Delivery**

In this phase of the audit, we will complete the tasks related to year-end balances and financial reporting. All reports will be reviewed with management before issuance, and the partners will be available to meet and discuss our report and address any questions. Tasks to be performed in Phase III include, but are not limited to the following:

- » Perform final analytical procedures;
- » Review information and make inquiries for subsequent events; and
- » Meeting with Management to discuss preparation of draft financial statements and any potential findings or recommendations.

You should expect more from your accounting firm than a signature in your annual financial report. Our concept of truly responsive professional service emphasizes taking an active interest in the issues of concern to our clients and serving as an effective resource in dealing with those issues. In following this approach, we not only audit financial information with hindsight but also consider the foresight you apply in managing operations.

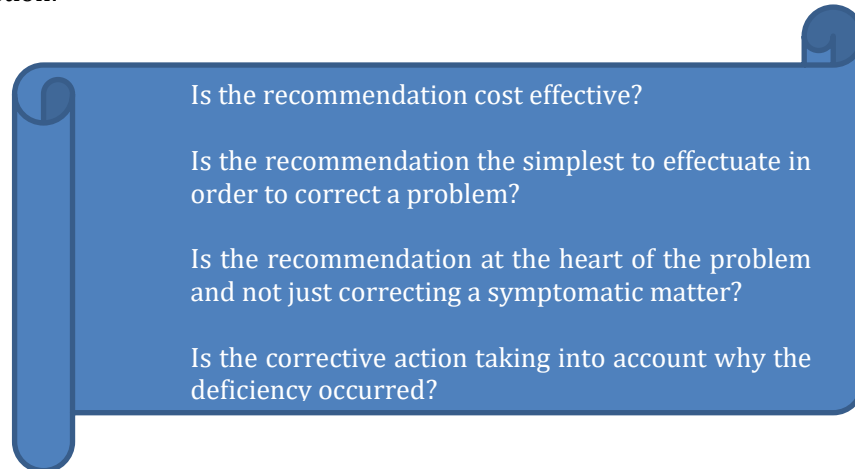
Application of this approach in developing our management letter is particularly important given the increasing financial pressures and public scrutiny facing today's public officials. We will prepare the management letter at the completion of our final procedures.

In preparing this management letter, we will initially review any draft comments or recommendations with management. In addition, we will take necessary steps to ensure that matters are communicated to those charged with governance.

In addition to communicating any recommendations, we will also communicate the following, if any:

- » Significant audit adjustments;
- » Significant deficiencies or material weaknesses;
- » Disagreements with management; and
- » Difficulties encountered in performing the audit.

Our findings will contain a statement of condition describing the situation and the area that needs strengthening, what should be corrected and why. Our suggestions will withstand the basic tests of corrective action:



To assure full agreement with facts and circumstances, we will fully discuss each item with Management prior to the final exit conference. This policy means there will be no “surprises” in the management letter and fosters a professional, cooperative atmosphere.

### **Communications**

We emphasize a continuous, year-round dialogue between the District and our management team. We regularly communicate through personal telephone calls and electronic mail throughout the audit and on a regular basis.

Our clients have the ability to transmit information to us on our secure client portal with the ability to assign different staff with separate log on and viewing capability. This further facilitates efficiency as all assigned users receive electronic mail notification as soon as new information has been posted into the portal.

## **Cost of Services**



**Grau & Associates**  
CERTIFIED PUBLIC ACCOUNTANTS

Our proposed all-inclusive fees for the financial audit for the fiscal years ended September 30, 2025-2029 are as follows:

<u>Year Ended September 30,</u>	<u>Fee</u>
2025	\$18,000
2026	\$18,300
2027	\$18,600
2028	\$18,900
2029	<u>\$19,200</u>
<b>TOTAL (2025-2029)</b>	<b><u>\$93,000</u></b>

The above fees are based on the assumption that the District maintains its current level of operations. Should conditions change or Bonds are issued the fees would be adjusted accordingly upon approval from all parties concerned.

# **Supplemental Information**



**Grau & Associates**  
CERTIFIED PUBLIC ACCOUNTANTS



## **PARTIAL LIST OF CLIENTS**

<b>SPECIAL DISTRICTS</b>	<b>Governmental Audit</b>	<b>Single Audit</b>	<b>Utility Audit</b>	<b>Current Client</b>	<b>Year End</b>
Boca Raton Airport Authority	✓	✓		✓	9/30
Captain's Key Dependent District	✓			✓	9/30
Central Broward Water Control District	✓			✓	9/30
Collier Mosquito Control District	✓			✓	9/30
Coquina Water Control District	✓			✓	9/30
East Central Regional Wastewater Treatment Facility	✓		✓		9/30
Florida Green Finance Authority	✓				9/30
Greater Boca Raton Beach and Park District	✓			✓	9/30
Greater Naples Fire Control and Rescue District	✓	✓		✓	9/30
Green Corridor P.A.C.E. District	✓			✓	9/30
Hobe-St. Lucie Conservancy District	✓			✓	9/30
Indian River Farms Water Control District	✓			✓	9/30
Indian River Mosquito Control District	✓				9/30
Indian Trail Improvement District	✓			✓	9/30
Key Largo Wastewater Treatment District	✓	✓	✓	✓	9/30
Lake Asbury Municipal Service Benefit District	✓			✓	9/30
Lake Padgett Estates Independent District	✓			✓	9/30
Lake Worth Drainage District	✓			✓	9/30
Lealman Special Fire Control District	✓			✓	9/30
Loxahatchee Groves Water Control District	✓				9/30
Old Plantation Water Control District	✓			✓	9/30
Pal Mar Water Control District	✓			✓	9/30
Pinellas Park Water Management District	✓			✓	9/30
Pine Tree Water Control District (Broward)	✓			✓	9/30
Pinetree Water Control District (Wellington)	✓				9/30
Port of The Islands Community Improvement District	✓		✓	✓	9/30
Ranger Drainage District	✓	✓		✓	9/30
Renaissance Improvement District	✓			✓	9/30
San Carlos Park Fire Protection and Rescue Service District	✓			✓	9/30
Sanibel Fire and Rescue District	✓				9/30
South Central Regional Wastewater Treatment and Disposal Board	✓				9/30
South Indian River Water Control District	✓	✓		✓	9/30
South Trail Fire Protection & Rescue District	✓			✓	9/30
Spring Lake Improvement District	✓			✓	9/30
St. Lucie West Services District	✓		✓	✓	9/30
Sunrise Lakes Phase IV Recreation District	✓			✓	9/30
Sunshine Water Control District	✓			✓	9/30
Sunny Hills Units 12-15 Dependent District	✓			✓	9/30
West Villages Improvement District	✓			✓	9/30
Various Community Development Districts (452)	✓			✓	9/30
<b>TOTAL</b>	<b>491</b>	<b>5</b>	<b>4</b>	<b>484</b>	

## **ADDITIONAL SERVICES**

### **CONSULTING / MANAGEMENT ADVISORY SERVICES**

Grau & Associates also provide a broad range of other management consulting services. Our expertise has been consistently utilized by Governmental and Non-Profit entities throughout Florida. Examples of engagements performed are as follows:

- Accounting systems
- Development of budgets
- Organizational structures
- Financing alternatives
- IT Auditing
- Fixed asset records
- Cost reimbursement
- Indirect cost allocation
- Grant administration and compliance

### **ARBITRAGE**

The federal government has imposed complex rules to restrict the use of tax-exempt financing. Their principal purpose is to eliminate any significant arbitrage incentives in a tax-exempt issue. We have determined the applicability of these requirements and performed the rebate calculations for more than 150 bond issues, including both fixed and variable rate bonds.

**73**

Current  
Arbitrage  
Calculations

**We look forward to providing Arlington Ridge Community Development District with our resources and experience to accomplish not only those minimum requirements set forth in your Request for Proposal, but to exceed those expectations!**

**For even more information on Grau & Associates  
please visit us on [www.graucpa.com](http://www.graucpa.com).**

# **Section 6**

## **Consent Agenda**

## **Subsection 6A**

### **Minutes: November 20, 2025 Regular Meeting**

**MINUTES OF MEETING  
ARLINGTON RIDGE  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Arlington Ridge Community Development District was held Thursday, November 20, 2025, at 2:00 p.m. at Fairfax Hall, located at 4475 Arlington Ridge Boulevard, Leesburg, Florida 34748.

Present and constituting a quorum were:

Robert Hoover	Chairperson
Ted Kostich	Vice Chairperson
Jerry Gianoutsos	Assistant Secretary
Dominic Setaro	Assistant Secretary
Walter Kolodziey	Assistant Secretary

Also present, either in person or via Zoom Communications, were:

Lee Graffius	District Manager
Meredith Hammock	District Counsel: Kilinski/Van Wyk
David Hamstra	District Engineer: Pegasus Engineering
Patrick Collins	District Counsel: Kilinski/Van Wyk
Kiel Alderink	Golf / F&B General Manager
Shane Schutte	Golf Superintendent
Joe Goellner	VP Operations Golf / F&B
Residents and Members of the Public	

*This is not a certified or verbatim transcript but rather represents the context and summary of the meeting and actions taken. The full meeting is available in audio format upon request. Contact the District Office for any related costs for an audio copy.*

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

Mr. Graffius called the meeting to order and called the roll. A quorum was established.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**THIRD ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

Lot #355 – Stated she would like the front gates to remain manned.

Lot #942 – Thanked the District for having the Pop-Up Market. Resident asked questions regarding the front gate security changes. (Due to Florida Statute 119.071(3) these questions cannot be discussed in a board meeting)

**Arlington Ridge CDD**  
**November 20, 2025 Meeting**

**FOURTH ORDER OF BUSINESS**

**Organization Items**

**A. Consideration of Appointment to Fill Seat #3 Unexpired Term**

Two candidates, Kurt Szeluga and Walter Kolodziey, presented themselves for the vacant Seat #3.

Mr. Setaro made a MOTION to appoint Mr. Walter Kolodziey to the vacant Seat #3.  
 Mr. Kostich seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 4-0), to appoint Mr. Walter Kolodziey to Seat #3.

**B. Oath of Office for Newly Appointed Supervisor**

Mr. Kolodziey took the oath of office and confirmed he wished to receive payment for board meetings.

**C. Resolution 2026-01; Designation of Officers**

Mr. Kolodziey made a MOTION to keep the current board structure intact.  
 Mr. Setaro seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 5-0), to keep the current board structure intact, with Bob Hoover as Chairman, Ted Kostich as Vice Chair and Walter Kolodziey, Dom Setaro, Jerry Gianoutsos, Lee Graffius as Assistant Secretaries, Jennifer Goldyn as Secretary, Leah Popelka as Treasurer, and Angel Montagna as Assistant Treasurer.

**D. Appointment of Audit Committee**

Mr. Hoover made a MOTION to appoint the Arlington Ridge Board of Supervisors as the Audit Committee.  
 Mr. Kolodziey seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 5-0), to appoint the Arlington Ridge Board of Supervisors as the Audit Committee.

Mr. Hoover made a MOTION to continue the Board of Supervisors meeting immediately following the conclusion of the Audit Committee Meeting on November 20, 2025, in Fairfax Hall.  
 Mr. Gianoutsos seconded the motion.

**Arlington Ridge CDD**  
**November 20, 2025 Meeting**

Upon VOICE VOTE, unanimous approval was given (by a margin of 5-0), to continue the Board of Supervisors meeting immediately following the conclusion of the Audit Committee Meeting on November 20, 2025, in Fairfax Hall.

**FIFTH ORDER OF BUSINESS**

**Recess Meeting Call to Order Audit  
Committee Meeting**

**SIXTH ORDER OF BUSINESS**

**Opening of Audit Committee Meeting**

**SEVENTH ORDER OF BUSINESS**

**Closing of Audit Committee Meeting**

**EIGHTH ORDER OF BUSINESS**

**Reconvene Regular Meeting of Board of  
Supervisors**

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

Mr. Kostich made a MOTION to approve the evaluation criteria, the request for proposals and the notice with December 8, 2025, at 12:00 p.m. as the deadline for proposals.  
Mr. Setaro seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 5-0), to approve the evaluation criteria, the request for proposals and the notice with December 8, 2025, at 12:00 p.m. as the deadline for proposals.

Ms. Hammock reminded the Board that the Ethics training is due.

**i. Legal Response Requesting Extension of Audit Deadline**

Ms. Hammock stated that the Fiscal Year 2024 audit was not submitted on time due to delays in receiving information from a former vendor. Ms. Hammock advised that the District may have to present a defense in Tallahassee if the audit is not submitted soon.

**Arlington Ridge CDD**  
**November 20, 2025 Meeting**

**B. District Engineer**

Mr. Hamstra is waiting for an onsite meeting to discuss options and consider alternatives regarding the stop sign request at White Plains Way.

Mr. Hamstra voiced his opinion on the storm drain proposals. He would like to create a one-page scope of work and request resubmittal of the proposals from the two vendors.

Mr. Setaro suggested contacting the city to see if they have this capability.

Mr. Graffius informed the Board the email was already sent.

**i. Pegasus Engineering FY2026 Engineering Services**

Mr. Hoover made a MOTION to approve FY2026 Engineering Services with Pegasus Engineering.  
 Mr. Kostich seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 5-0), to approve the FY2026 Engineering Services with Pegasus Engineering.

Mr. Hamstra noted that the rates have not increased for the past three years.

**C. Yellowstone: Regular Report**

The Board reviewed the Yellowstone Landscaping report provided.

Bi-weekly mowing and detail work will continue as Yellowstone crews prepare for the leaf drop. Updates provided on irrigation work to be completed involving the remainder of the split from the golf course state that if the split is a simple procedure, it will be completed. Otherwise, proposal will be presented to the Board.

Mr. Gianoutsos mentioned a flagged area for an irrigation head break.

**D. Landscapes Golf Management Transition Progress Report**

The Board reviewed the LGM report as presented in the agenda.

It has been just over a month since LGM took over operations. The superintendent is treating the weeds and rounds are up compared to October of last year. The Event Calendar will be available in the next few weeks.

F&B had a town hall meeting to announce the upcoming changes to the menu and upcoming events. Training has begun, the kitchen will be thoroughly cleaned, and a proposal will be



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submitted in December for monthly cleaning. LGM has the authority to approve emergency purchases not to exceed \$10,000.

**i. ARGC Business Plan FY2026**

The proposed ARGC Business Plan and Food and Beverage Budget was presented to the Board. The budget reflects the need for substantial improvements to both the Golf and Food & Beverage. the October Financial Statements cannot be compiled until corrected financial statements from Troon are provided.

Mr. Setaro made a MOTION to approve the ARGC Business Plan FY2026 with modified rates and permit seasonal rates to be approved by the Chair and ratified at a regular meeting.  
 Mr. Gianoutsos seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 5-0), to approve the ARGC Business Plan FY2026 with suggested modifications.

**ii. ARGC Proposed Budget FY2026 Golf**

**iii. ARGC Proposed Budget FY2026 Food & Beverage**

Mr. Setaro made a MOTION to approve the ARGC FY2026 Golf and ARGC FY2026 Food & Beverage budget.  
 Mr. Kolodziey seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 5-0), to approve the ARGC FY2026 Golf and ARGC FY2026 Food & Beverage budget.

**E. District Manager: Regular Report**

The Board reviewed the managers' report as presented in the agenda.

Mr. Graffius advised that there are challenges with making purchases for repairs and maintenance as the District credit is limited unless vendors are used.

Mr. Graffius stated that the gym equipment has been moved to the December agenda.

The areas where pine trees have been removed need consideration for replacement options and Mr. Graffius will ask Yellowstone for suggestions or proposals.

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**F. Community Director: Regular Report**

The Board reviewed the community director's report as presented in the agenda.

Mr. Graffius advised that the pool heaters were serviced with one unit being replaced and the compressor is on back order.

Mr. Graffius suggested the possibility of assigning the bar code reader to the HOA.

Discussion ensued regarding the possibility of converting the heaters back to gas as they are replaced.

**TENTH ORDER OF BUSINESS**

**Business Items**

**A. Storm Drain Cleanout and Scope**

Mr. Hamstra recommended a revised scope of work be created and sent to the two proposers to rebid on.

Ms. Hammock prefaced the business items by outlining the Florida Statutes for security discussions.

**B. Universal Security Rate Proposal**

A rate increase was required to stay within the State of Florida minimum wage. The FY2026 budget was based on the upcoming increase.

Mr. Setaro made a MOTION to accept the new Universal Security Rates for staff salaries for FY2026.  
 Mr. Kolodziey seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 5-0), to accept the Universal Security Rate Proposal for FY2026.

**C. Ratify Lap Pool Heater Replacement**

The Lap Pool Heater #1 required a new unit and unit #2's compressor was bad. Mr. Hoover and Mr. Graffius approved both items for quick repair. The heater was replaced on November 19, 2025, and the compressor is on back order.

Mr. Kostich made a MOTION to ratify the Lap Pool Heater Proposal.  
 Mr. Gianoutsos seconded the motion.

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Upon VOICE VOTE, unanimous approval was given (by a margin of 5-0), to ratify the Lap Pool Heater Proposal.

**D. Security Enhancement**

As Ms. Hammock previously mentioned, security discussions fall under Florida Statute 119.071(3). Only members of the Board of Supervisors and District Staff may participate in any security discussions.

Mr. Graffius advised that the barcode reader at the front entrance is failing and will need to be replaced with an estimated cost between \$4,500 - \$6,500. Mr. Graffius stated the Board may want to consider this replacement or other options while discussing the front entrance enhancements.

The Board requested a Closed Session to occur on December 18, 2025, at 12:00 p.m. to discuss security enhancements.

**E. Fairfax Hall Exterior Painting Proposals**

Three proposals were submitted for Board consideration. GHI Painting at \$27,957, DNN Painting at \$23,650, and LEG Enterprises at \$21,250. GHI Painting and DNN Painting advised that they spray and then back roll while LEG Enterprises advised that they only roll the paint.

Mr. Hoover made a MOTION to accept the LEG Enterprises proposal for \$21,250 and funds are to come from Capital Projects.  
Mr. Setaro seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 5-0), to accept the LEG Enterprises proposal for \$21,250 and funds are to come from Capital Projects.

**F. Goals & Objectives**

The completed FY 2024-2025 State required Goals & Objectives were presented to the Board and are required to be posted by December 31, 2025.

Mr. Hoover made a MOTION to accept the FY 2024-2025 completed Goals & Objectives.  
Mr. Kostich seconded the motion.

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Upon VOICE VOTE, unanimous approval was given (by a margin of 5-0), to accept the FY 2024-2025 completed Goals & Objectives.

The FY 2025-2026 Goals & Objectives reporting form was presented to the Board.

Mr. Kostich made a MOTION to accept the FY 2025-2026 Goals & Objectives form to be completed at the end of FY 2026.  
 Mr. Setaro seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 5-0), to accept the FY 2025-2026 Goals & Objectives form to be completed at the end of FY 2026.

The Board requested a mid-year update on the status of the goals and objectives.

Mr. Hoover called a break from 3:42 p.m. – 3:55 p.m.

**G. Irrigation Pump House**

Due to the estimated cost of the pump house replacement exceeding the threshold for bidding Ms. Hammock and Mr. Graffius prepared the necessary documents to advertise an RFP and legal notices to request bids for the irrigation pump house replacement.

Mr. Setaro made a MOTION to accept the RFP for the irrigation pump house replacement with the deadline for proposals being December 8, 2025, at 12:00 p.m.  
 Mr. Gianoutsos seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 5-0), to accept RFP for the irrigation pump house replacement with deadline for proposals being December 8, 2025, at 12:00 p.m.

**H. Resolution 2026-02; Amending Fiscal Year 2025 Budget**

Due to Hurricane Milton and the damage done to the property, funds from the operating budget were used to pay for repairs. The District is still waiting for a decision from FEMA to refund portions of the repairs made and for storm debris removal. Funds were used to repair a depression at Manassas under the District Engineer line item and there were overages in the District Counsel

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line item due to requests for RFP's for Management Services, Golf and Food and Beverage Management Services, and Landscape Services during FY 2025.

Mr. Setaro made a MOTION to approve the FY 2025 Amended Budget.  
 Mr. Hoover seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 5-0), to approve FY 2025 Amended Budget.

**ELEVENTH ORDER OF BUSINESS**                      **Consent Agenda**  
**A. Minutes: October 16, 2025, Regular Meeting**

Mr. Kolodziej made a MOTION to approve the October 16, 2025, Regular Meeting Minutes.  
 Mr. Setaro seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 5-0), to approve the October 16, 2025, Regular Meeting Minutes.

**SEVENTH ORDER OF BUSINESS**                      **Supervisor Issues**

Mr. Kostich thanked the Veterans Group for their donation of the fans for the Bocce courts and the Bocce Boys Group for their assistance with the Bocce court improvement project.

Mr. Kolodziej thanked the CDD Board members for reappointing him to the CDD Board.

Mr. Setaro discussed the decision to decline the former motion to hire an auditor to perform an audit of the golf course and food & beverage financials under Troon. A preliminary review would not net the Board enough of a benefit.

Mr. Setaro stated that over the past two months between him, LGM and Mr. Graffius, there have been over \$6,000 in unpaid and late invoices that have not been paid by Troon. Additionally, Mr. Graffius uncovered \$3,400 in late fees which Troon agreed to pay. Additional late fees and sales tax payments that should not have been paid are being uncovered as the District reviews documents. This has caused damage to the District's credit, with several former creditors refusing to issue the District future credit.

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Mr. Hoover made a MOTION to approve a \$5,000 retainer to engage with Greenlee Law Group and pursue a claim against Troon for mismanagement of the golf course and food & beverage.  
 Mr. Kolodziey seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 5-0), to approve a \$5,000 retainer to engage with Greenlee Law Group and pursue a claim against Troon for mismanagement of the golf course and food & beverage.

Mr. Hoover made a MOTION to appoint Mr. Setaro as the key point of contact for the claim process with Greenlee Law.  
 Mr. Kolodziey seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 5-0), to appoint Mr. Setaro as the key point of contact for the claim process with Greenlee Law.

Mr. Hoover made a MOTION to create and distribute a roof replacement RFP for the Blue Ridge Activity center.  
 Mr. Setaro seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 5-0), to create and distribute a roof replacement RFP for the Blue Ridge Activity center.

**EIGHTH ORDER OF BUSINESS**

**Audience Comments**

Lot #503 expressed concern about the Troon situation and asked how to prevent future vender issues.

Lot #942 reiterated her desire for a manned front entrance and made the request for a stop sign on White Plains Way.

**NINTH ORDER OF BUSINESS**

**Adjournment**

Mr. Kolodziey made a MOTION to adjourn the meeting.  
 Mr. Setaro seconded the motion.

The next meeting is scheduled to be held Thursday, December 18, 2025, at 2:00 p.m. in Fairfax Hall. A Closed Executive Session for the purpose of security discussion is scheduled for December 18, 2025, at 12:00 p.m. at 4463 Arlington Ridge Blvd.

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Upon VOICE VOTE, unanimous approval was given (by a margin of 5-0), to adjourn the meeting at 4:25 p.m.
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Secretary/Assistant Secretary

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Chairperson/Vice Chairperson

## **Subsection 6B**

### **Minutes: November 20, 2025 Audit Committee Meeting**



**MINUTES OF MEETING  
ARLINGTON RIDGE  
AUDIT COMMITTEE**

The first meeting of the Arlington Ridge Community Development District Audit Committee was held Thursday, November 20, 2025, at 2:00 p.m. at Fairfax Hall, located at 4475 Arlington Ridge Boulevard, Leesburg, Florida 34748.

Present and constituting a quorum were:

Robert Hoover	Chairperson
Ted Kostich	Vice Chairperson
Jerry Gianoutsos	Assistant Secretary
Dominic Setaro	Assistant Secretary
Walter Kolodziey	Assistant Secretary

Also present, either in person or via Zoom Communications, were:

Lee Graffius	District Manager
Meredith Hammock	District Counsel: Kilinski/Van Wyk
David Hamstra	District Engineer: Pegasus Engineering
Patrick Collins	District Counsel: Kilinski/Van Wyk
Kiel Alderink	Golf / F&B General Manager
Shane Schutte	Golf Superintendent
Joe Goellner	VP Operations Golf / F&B ( <i>via zoom</i> )
Residents and Members of the Public	

*This is not a certified or verbatim transcript but rather represents the context and summary of the meeting and actions taken. The full meeting is available in audio format upon request. Contact the District Office for any related costs for an audio copy.*

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

Mr. Graffius called the meeting to order and called the roll. A quorum was established.

**SECOND ORDER OF BUSINESS**

**Business Items**

**A. Presentation of Auditor Selection Evaluation Criteria**

**B. Presentation of Audit Proposal Instructions**

**C. Presentation of Notice of RFP For Audit Services**

Mr. Setaro made a MOTION to approve the evaluation criteria, the request for proposals and the notice with December 8, 2025, at 12:00 p.m. as the deadline for proposals.  
Mr. Hoover seconded the motion.

**Arlington Ridge CDD**  
**November 20, 2025 Meeting**

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Upon VOICE VOTE, unanimous approval was given (by a margin of 5-0), to approve the evaluation criteria, the request for proposals and the notice with December 8, 2025, at 12:00 p.m. as the deadline for proposals.

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**THIRD ORDER OF BUSINESS**

**Adjournment**

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Mr. Kolodziey made a MOTION to adjourn the meeting.  
Mr. Hoover seconded the motion.

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Upon VOICE VOTE, unanimous approval was given (by a margin of 5-0), to adjourn the meeting at 4:25 p.m.

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Secretary/Assistant Secretary

\_\_\_\_\_  
Chairperson/Vice Chairperson