



Remit all electronic payments to the following account

Bank: Zions Bancorporation

Account Name: Carollo Depository

ABA Number/ Routing Number: 122105320

Account #: 560013387

Attn: Isaac Brownman  
 Town of Longboat Key  
 600 General Harris Street  
 Longboat Key, FL 34228

March 3, 2021  
 Project No: 11006I.00  
 Invoice No: 0195876

Longboat Key Sanitary Sewer Overflow Response Plan  
 RFP# 16-010  
 Work Assignment Dated: 02/04/21  
 Work Assignment Amount: \$40,234.00

**Professional Services from February 1, 2021 to February 28, 2021**

**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Billing	Current Billing
Task 1 - Project Management and Meetings	7,774.00	15.00	1,166.10	0.00	1,166.10
Task 2 - Sewer Overflow Response Plan	22,300.00	15.00	3,345.00	0.00	3,345.00
Task 3 - Subaqueous WW FM Emer Proc	10,160.00	15.00	1,524.00	0.00	1,524.00
Total Fee	40,234.00		6,035.10	0.00	6,035.10
<b>Total Fee</b>					<b>6,035.10</b>

**Please Pay This Amount \$6,035.10**

**Project Summary**

<b>Contract Amount</b>	<b>40,234.00</b>
<b>Less Current Invoice</b>	<b>6,035.10</b>
<b>Less Prior Amount</b>	<b>0.00</b>
<b>Balance Remaining</b>	<b>34,198.90</b>

For any questions regarding this invoice please contact us at [ClientInvoicing@carollo.com](mailto:ClientInvoicing@carollo.com).



PROGRESS REPORT

# SEWER OVERFLOW RESPONSE PLAN

Town of Longboat Key

PO Number	21-00886
Carollo Project No.:	110061.10
Billed Through:	February 28, 2021

**Subject:** Project Progress Report – February 2021

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This report summarizes the progress of the engineering services and related items associated with the Inflow and Infiltration Study. This report reflects work completed through the billing period noted above.

**A. Project Status and Completed Work:**

**Task 1 Project Management and Meetings**

Project setup, internal kickoff meeting, kickoff meeting, ongoing project management, client communication, and internal meetings. Task is approximately 15% complete.

**Task 2 Sewer Overflow Response Plan (SORP)**

Commenced development of the Sewer Overflow Response Plan (SORP). Task is approximately 15 percent complete.

**Task 3 Subaqueous Wastewater Force Main Emergency Procedures Update (EPU)**

Commenced the subaqueous wastewater force main emergency procedures update (EPU). Reviewed information and documents provided by the Town. Task is approximately 15 percent complete.

**B. Proposed Activities:**

1. Task 1 – Continue coordination with Town and design team. Project management.
2. Task 2 – Complete development of the SORP.
3. Task 3 – Continue work on the EPU.

**C. Potential Out of Scope Items Identified to Date**

No out of scope items.

**D. Additional Scope Items**

No additional scope items have been identified.

**E. Related Projects Affecting This Project**

None.

## PROGRESS REPORT

### F. **Budget Summary**

The project budget for engineering services is based on a lump sum method of payment of \$40,234.00. Work performed through February 28 constitutes approximately 15 percent of the total work to be performed.