Avon Lake Board of Municipal Utilities

AGENDA

For

Tuesday

October 20, 2026

IMMEDIATELY FOLLOWING THE WORK SESSION

1. Call to Order
2. General Matters
    A. Approve Minutes
    B. Public Input (*3 minutes each*)
    C. Correspondence
3. Expenditures
4. Hunter International, Inc.
5. Raftelis
6. Water Tower Design Services
7. WRF Digester Preliminary Design Services
8. Informational Items
    A. Reports/Updates
        1) Project Updates
        2) CUE Report
        3) Member Reports/Miscellaneous
9. Public Input (*3 minutes each*)
10. Board Appointment
11. Executive Session
12. Adjourn

Avon Lake Regional Water

MEMORANDUM

To: **Board of Municipal Utilities**

From: **Rob Munro**

Subject: **Agenda Items – October 20, 2026**

Date: **October 16, 2026**

Item 1: **Call to Order**

Item 2A: **Approve Minutes**

Item 2B: **Public Input (3 minutes)**

Item 2C: **Correspondence**

Item 3: **Expenditures**

Item 4: **Hunter International, Inc.** – *RKM*

At the September 1, 2026 meeting the CUE updated the Board on the progress of interviewing finalist firms chosen by staff for the executive recruiting and staffing services RFQ that was issued in July 2026. One of the two finalist firms is Hunter International, Inc. (Hunter Recruiting). Hunter is a national workforce solutions firm having over 80 locations across 26 states in North America with their headquarters located in Avon, Ohio. Based on the interview and discussion with Hunter Recruiting, staff is recommending approval of a personnel services agreement for various recruiting and staffing services.

Recommended Motion:
I move to authorize the CUE to execute a Personnel Services Agreement with Hunter International, Inc. for executive recruiting and staffing services as presented.

Item 5: **Raftelis** – *RKM*

The second finalist firm interviewed by staff for the executive recruiting and staffing services RFQ is Raftelis. Staff is familiar with Raftelis for their work on rate studies and various economic evaluations performed for the Board and ALRW. Raftelis also has an Executive Recruitment team that specializes in executive recruiting for public sector clients across the United States. After meeting with representatives from Raftelis, and

discussing the staffing needs of ALRW, staff is recommending approval of an agreement with Raftelis for executive recruiting services for the Business Development Director position.

Recommended Motion:
I move to authorize the CUE to execute a Professional Services Agreement with Raftelis Financial Consultants, Inc. for executive recruitment services for the Business Development Director position for the fixed-fee amount of $35,600 plus approved expenses in accordance with the scope of work dated October 6, 2026.

Item 6: **Water Tower Design Services** – *RKM*

Earlier this year Engineering Services manager Aaron Klein updated the Capital Improvement Plan (CIP) for the Water Filtration Plant, water distribution system, Water Reclamation Facility, and sewer collection system. This 10-year CIP identified several capital improvement projects to better serve Avon Lake customers as well as bulk customers served by ALRW. A priority project to provide system redundancy, reliable system pressure, and emergency interconnection for the Eastern Transmission Line (ETL) #1 is an above ground water storage tank and pumping station. This new tank and pump station would be located in the City of Avon on property that Board of Municipal Utilities is currently in the process of acquiring. Staff requested HDR to provide a scope and fee proposal for detailed design and bidding services as an amendment to the current Redundancy and Future Capacity Plan agreement. The established timeline for detailed design is twelve (12) months from the notice to proceed (NTP) and three (3) months for bidding. Staff is recommending approval of this amendment.

Recommended Motion:
I move to authorize the CUE to execute Amendment #9 to the Redundancy and Future Capacity Plan agreement with HDR, Inc., for the not-to-exceed amount of $966,633 plus an additional 5% contingency for any out-of-scope items related to the project.

Item 7: **WRF Digester Preliminary Services** – *RKM*

Another capital project included in the updated Capital Improvement Plan (CIP) is the rehabilitation of the digesters at the Water Reclamation Facility (WRF). This capital project was on hold for several years during the negotiation of the CLRWTR regional sewer district. Since CLRWTR is not moving forward, it is important to move forward with the digester rehabilitation project to ensure continual efficient operation of the digesters at the WRF.

Staff requested Hazen & Sawyer (Hazen) to provide a scope of services and fee proposal to perform this design work. It was determined by staff that it is most appropriate to perform a preliminary design prior to a detailed design. Preliminary design will allow staff and Hazen to evaluate all unknown work associated with the digesters and avoid unnecessary scope changes during detailed design. Once preliminary design is completed and presented to staff for review, a scope of services and fee structure for detailed design services will be compiled for Board consideration

and approval. Staff is recommending approval of a Master Services Agreement and Task Order #1.

Recommended Motion:
I move to authorize the CUE to execute a Master Services Agreement and Task Order #1 with Hazen & Sawyer, as presented, for preliminary design work for the digesters at the Water Reclamation Facility for the not-to-exceed amount of $150,000 plus an additional 5% contingency for any out-of-scope items related to the project.

Item 8A1: **Project Updates** – *GKY*

WFP Improvements: The Great Lakes Construction Company (GLC) has completed the epoxy coating of the floors in the new filter gallery and is continuing to work with ALRW staff on punch list items. Calibration and verification of all level and flow sensors for the new filters is scheduled for October 21, 2026. Once that work is completed the new filters will be available for use. GLC has completed the asphalt along with much of the regrading and is working to complete the remaining site work.

Moderalli Excavating has taken down all structures that were to be demolished and is in the process of clearing all the debris. Moderalli is still on schedule to complete their work by the end of November 2026.

Techwin Project: No update.

2025 Water Bundle Project: Underground Utilities Inc. (UUI) are replacing valves at multiple locations and is working on completing punch list items. KMU is continuing to work on the City of Avon Lake's portion of the project with the Electric Boulevard culvert replacement and has completed all the indoor water meter relocations.

Administration Building Expansion Project: Rycon Construction has poured the concrete slab for the foundation. Steel for the building has begun being delivered to the site and installation will begin the week of October 19, 2026. Rycon is installing the underground utilities for the south half of the building in preparation for the rest of the foundation concrete.

Item 8A2: **CUE Report** – *RKM*

Item 8A3: **Member Reports/Miscellaneous**

Item 9: **Public Input (3 minutes)**

Item 10: **Board Appointment** – *RKM*

At the September 15, 2026 meeting, Chairman Dzwonczyk submitted his letter of resignation from the Board of Municipal Utilities, effective October 31, 2026. In accordance with Chapter IX, Section 48 of the Avon Lake Charter, whenever the office of a member of the Board of Municipal Utilities becomes vacant, the vacancy shall be filled for the unexpired term by a majority vote of the remaining members of the Board within thirty (30) days from the date of vacancy. The Board is required to fill Mr. Dzwonczyk's vacant seat no later than November 30, 2026.
The person selected by the Board will fulfill the remaining fourteen (14) months of Mr. Dzwonczyk's term expiring December 31, 2027. This vacancy was publicly advertised from September 17 thru 25, 2026.

Two applications of interest were received by the Clerk of the Board. The Board of Municipal Utilities met in executive session on October 6, 2026 to interview applicants. Based on discussions in the executive sessions, there is a recommended motion to appoint Mr. Rad Schneider to the upcoming vacancy.

Recommended Motion:
I move to appoint Mr. Rad Schneider to fulfill the unexpired term of John Dzwonczyk effective November 1, 2026.

Item 11: **Executive Session**

The CUE requests to meet in Executive Session as allowed by O.R.C. §121.22 (G1), (G)(2) and (G)(3) to consider the appointment of a public employee or official, the purchase and/or sale of property for public purposes, and pending or imminent court action. The CUE does not anticipate formal action by the Board upon reconvening the public meeting.

Recommended Motion:
I move to meet in Executive Session as allowed by O.R.C. §121.22 (G)(1), (G)(2) and (G)(3) to consider the appointment of a public employee or official, the purchase and/or sale of property for public purposes, and pending or imminent court action, and to include the CUE, CUO, and a representative from Mansour Gavin.

Item 12: **Adjourn**

Board of Municipal Utilities
Special Meeting Minutes
October 6, 2026
32756 Lake Rd.
Avon Lake, Ohio

Call to Order – Roll Call

The October 6, 2026, special meeting was called to order at 5:30 PM. The meeting was held in-person at the Lake House located at 32756 Lake Rd.

Present: Mr. Dzwonczyk, Mr. Mondello, Mr. Rickey, and Mrs. Schnabel.
Excused: Mr. Rush

Also present: CUE Munro, CUO Yuronich, Attorney Tyler Berry of Mansour Gavin, Avon Lake resident Neil Rush, and Avon Lake resident Rad Schneider.

Mr. Dzwonczyk stated that Mr. Tim Rush was excused from the special meeting due to personal matters but is expected to attend the regular meeting that will begin immediately following the special meeting.

Executive Session

Mr. Dzwonczyk stated that the Board of Municipal Utilities will meet in Executive Session as allowed by O.R.C. §121.22 (G1) to consider the appointment of a public employee or official. The Board does not anticipate formal action upon reconvening the public meeting. Mr. Dzwonczyk further stated that the purpose of the Executive Session is to interview applicants for an upcoming vacancy for the Board of Municipal Utilities.

Mr. Mondello moved, Mr. Dzwonczyk seconded, to meet in Executive Session as allowed by O.R.C. §121.22 (G)(1) to consider the appointment of a public employee or official, and to include the CUE, CUO, a representative from Mansour Gavin, and Mr. Neil Rush.

Ayes (per roll-call vote): Dzwonczyk, Mondello, Rickey, and Schnabel
Nays: None
Motion carried.

The Board entered Executive Session at 5:31 PM

The Board reconvened the public meeting at 6:01 PM

Adjourn

As there was no further business, Mrs. Schnabel moved, Mr. Rickey seconded, to adjourn the special meeting.

Ayes (per voice vote): Dzwonczyk, Mondello, Rickey, and Schnabel
Nays: None
Motion carried.

The meeting adjourned at 6:01 PM.

Approved October 20, 2026.

John Dzwonczyk, Chairman

Robert Munro, Clerk

Board of Municipal Utilities
Meeting Minutes
October 6, 2026
32756 Lake Rd.
Avon Lake, Ohio

Call to Order – Roll Call

The October 6, 2026, meeting was called to order at 6:08 PM following the adjournment of a special meeting. The meeting was held in-person using web-based video conferencing technology.

Present: Mr. Dzwonczyk, Mr. Mondello, Mr. Rickey, Mr. Rush, and Mrs. Schnabel.

Also present: CUE Munro, CUO Yuronich, Attorney Tyler Berry of Mansour Gavin, Avon Lake resident Neil Rush, and Avon Lake resident Rad Schneider.

Approve Minutes

Mr. Dzwonczyk presented the minutes of the September 15, 2026, regular meeting. With no additional changes, additions or corrections noted, Mr. Dzwonczyk ordered that the minutes stand and be approved as amended.

Public Speakers

None.

Correspondence

None.

Expenditures

Following review of expenses for funds and amounts as follows, Mr. Rickey moved, Mrs. Schnabel seconded, to approve the expenditures of September 11 through October 1, 2026:

Water Fund 701	$	274,852.46
Distribution Fund 723	$	158,320.23
Wastewater Fund 721	$	226,615.26
Collection Fund 722	$	158,262.95
ETL1 Fund 703	$	43,912.71
ETL2 Fund 762	$	27,196.63
LORCO Fund 749	$	6,486.69
Water Construction Fund 704	$	1,751,589.85
Wastewater Construction Fund 724	$	131,610.60

Ayes (per voice vote): Dzwonczyk, Mondello, Rickey, Rush, and Schnabel
Nays: None
Motion carried.

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Project Updates

WFP Improvements: Mr. Yuronich informed the Board that The Great Lakes Construction Company (GLC) applied the base layer for the epoxy coating on the floor of the new filter gallery. Mr. Yuronich stated that during the week of October 12, 2026, the WFP should be able to begin utilizing the new filters. Mr. Dzwonczyk inquired about the reel that was visible in the picture. Mr. Yuronich stated that it is a hose reel that the WFP operators will use to rinse down the filter walls during a wash.

Mr. Yuronich informed the Board that GLC was removing all the old equipment associated with the powdered activated carbon and lime system now that the new equipment is functional. Mr. Yuronich informed the Board that GLC is placing the new asphalt throughout the WFP.

Mr. Yuronich stated that Moderalli made substantial progress and expects to complete their portion of the project by the end of November 2026. Mr. Dzwonczyk inquired if Moderalli will also be performing the demolition of the water tower on Division Road. Mr. Munro stated that work is not part of Moderalli's contract and will be bid separately. Mr. Munro added that Engineering Services Manager Klein has been working with a third party on an agreement for a ground lease that will allow construction of a cellular tower to house equipment that is currently on the water tower. Mr. Dzwonczyk inquired if there is enough space for a demolition crew to drop the water tower. Mr. Munro stated that due to the proximity of houses in that area, the tower will need to be dismantled in pieces rather than toppled.

Techwin Project: No update.

2025 Water Bundle Project: Mr. Yuronich stated that Underground Utilities Inc. (UUI) was installing valves at multiple locations and working on completing punch list items and that KMU continues to work on the culvert replacement on Electric Boulevard that falls under the City of Avon Lake's portion of the project.

Mr. Yuronich stated that KMU has completed 415 of the 423 indoor water meter relocations and would close that portion of the work the week of October 12, 2026.

Administration Building Expansion Project: Mr. Yuronich stated that Rycon Construction completed the water service to the new building. Mr. Yuronich stated that Rycon is completing the pads to install the structural supports and expects to pour the slab for the foundation of the new building the week of October 12, 2026.

CUE Report

Mr. Munro informed the Board that he attended WEFTEC during the week of September 28, 2026, and met with numerous vendors and colleagues and felt the trip was beneficial for the organization.

Mr. Munro informed the Board that he will attend the Ohio AWWA northeast section meeting in Canton on October 22, 2026. Canton recently finished $43 million in upgrades at their Water Filtration Plant and Mr. Munro will have the opportunity to tour the facility.

Mr. Munro informed the Board that he, Mr. Yuronich, and Mr. Klein will attend the 2026 U.S. Water Leaders Summit on November 12, 2026. The summit is hosted by the Great Lakes and St. Lawrence Cities Initiative (GLSLCI) and will take place at the Huntington Convention Center in downtown Cleveland. Mr. Munro further explained the importance of the GLSLCI and their involvement in the Great Lakes Compact that protects the Great Lakes watershed and source water. Mr. Dzwonczyk stated the Great Lake Compact is important because it is an agreement

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between all states located on the Great Lakes as well as Canada and limits the use of water from the Great Lakes to only be used in the Great Lakes watershed.

Miscellaneous & Member Reports

None.

Public Input

Avon Lake resident Neal Rush inquired if there was any possibility of selling any of the equipment that was in the old buildings being demolished at the WFP. Mr. Yuronich stated that none of the equipment was able to be used due to the age. Mr. Dzwonczyk added that when the power plant was torn down, there was some useful equipment there that ALRW was able to purchase at a good price but that much of it was too specialized to be of use outside of that facility.

Mr. Rush also stated that ALRW may be approached by someone about designating the original administration building as a historical site.

Executive Session

The CUE requests to meet in Executive Session as allowed by O.R.C. §121.22 (G1), (G)(2) and (G)(3) to consider the appointment of a public employee or official, the purchase and/or sale of property for public purposes, and pending or imminent court action. Mr. Rush stated that the CUE does not anticipate formal action by the Board upon reconvening the public meeting.

Mr. Rush moved, Mr. Rickey seconded, to meet in Executive Session as allowed by O.R.C. §121.22 (G)(1), (G)(2) and (G)(3) to consider the appointment of a public employee or official, the purchase and/or sale of property for public purposes, and pending or imminent court action, and to include the CUE, CUO, a representative from Mansour Gavin, and Mr. Rad Schneider.

Ayes (per roll-call vote): Dzwonczyk, Mondello, Rickey, Rush, and Schnabel
Nays: None
Motion carried.

The Board entered Executive Session at 6:49 PM

The Board reconvened the public meeting at 8:36 PM

Executive Recruiting and Staffing Contracts

Mr. Munro informed the Board that staff finished conducting interviews with two finalist firms relating to the Request for Qualifications (RFQ) for Executive Recruiting and Staffing Services. The two finalist firms are Hunter Recruiting and Raftelis. Mr. Munro explained that both firms offer robust services that would significantly enhance recruiting services for open positions. Mr. Munro stated that he intends to present contracts for the Board's consideration at the October 20, 2026, meeting. He stated the intent is to enter into a contract with both firms.

Mr. Rush asked if the RFQ allowed for the selection of two firms and Mr. Munro stated that language in the RFQ does allow for the award of more than one contract. Mr. Munro also stated that both recruiting firms are comfortable with ALRW having a contract with multiple firms.

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Adjourn

As there was no further business, Mr. Rush moved, Mr. Rickey seconded, to adjourn.

Ayes (per voice vote): Dzwonczyk, Mondello, Rickey, Rush, and Schnabel
Nays: None
Motion carried.

The meeting adjourned at 8:49 PM.

Approved October 20, 2026.

John Dzwonczyk, Chairman

Robert Munro, Clerk

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Avon Lake Regional Water
Serving the region, protecting our resource.

AVON LAKE REGIONAL WATER
FUND 701 - WATER
OCTOBER 2 - OCTOBER 15, 2026
OCTOBER 20, 2026

	Vendor	Amount	Description	G/L Acct	G/L Sum	YTD Transactions	Budget	% of Budget Remaining
1	Water Employees	$ 43,401.51	Salaries PR Post BW 2202621	51102	$ 43,401.51	$ 951,226.33	$ 1,410,000.00	32.54%
2	Water Employees	$ 2,429.86	Part Time Wages PR Post BW 2202621	51105	$ 2,429.86	$ 29,374.70	$ 32,500.00	9.62%
3	Water Employees	$ 887.52	Overtime Wages Plant PR Post BW 2202621	51106.101	$ 887.52	$ 19,387.89	$ 36,993.56	47.59%
4	Water Employees	$ 496.80	Overtime Wages Admin PR Post BW 2202621	51106.103	$ 496.80	$ 6,430.62	$ 7,500.00	14.26%
5	Water Employees	$ 523.70	Overtime Wages Construction PR Post BW 2202621	51106.104	$ 523.70	$ 3,696.93	$ 7,000.00	47.19%
6	Water Employees	$ 193.32	Overtime Wages Office PR Post BW 2202621	51106.105	$ 193.32	$ 4,517.99	$ 8,500.00	46.85%
7	MMO HRA / SHARE	$ 2,566.73	MMO HRA Payment 10/6/26	52203				
8	MMO HRA / SHARE	$ 1,247.81	MMO SHARE Payment 10/6/26	52203				
9	Ameritas Life Insurance Co.	$ 973.38	Dental - October 2026	52203				
10	Ameritas Life Insurance Co.	$ 126.50	Vision - October 2026	52203				
11	MMO HRA / SHARE	$ 3.83	MMO HRA Payment 10/14/26	52203				
12	MMO HRA / SHARE	$ 530.64	MMO SHARE Payment 10/14/26	52203				
13	Water Employees	$ 2,738.44	Hospitalization PR Post BW 2202621	52203				
14	Water Employees	$ (685.57)	Hospitalization PR Post BW 2202621	52203	$ 7,501.76	$ 260,421.40	$ 360,299.50	27.72%
15	Ohio Public Employees Retirement System	$ 6,710.62	OPERS - EMPLOYEE - OPERS Pension - Employer Share* 10/15/26	52209	$ 6,710.62	$ 146,387.73	$ 246,373.00	40.58%
16	Internal Revenue Service	$ 718.11	Medicare - FEDERAL - Federal Taxes* 10/15/26	52212	$ 718.11	$ 15,503.78	$ 24,637.00	37.07%
17	USA Bluebook	$ 1,810.60	Eqp Mnt - Blue-White Parts 9/25/26 - RTK	53607	$ 1,810.60	$ 127,801.27	$ 225,000.00	43.20%
18	Pencco, Inc.	$ 11,978.12	Op Spl - Fluoride @ WFP 9/30/26 - JRG	53611				
19	Carbon Activated Corporation	$ 37,668.80	Op Spl - Carbon @ WFP 9/18/26 - JRG	53611				
20	Chemtrade	$ 52,013.35	Op Spl - Alum @ WFP - JRG	53611	$ 101,660.27	$ 1,102,759.96	$ 1,400,000.00	21.23%
21	Bonded Chemicals Inc	$ 1,112.00	Op Spl - OSHG - Caustic Soda 33% Diaphragm 9/22/26 - JRG	53611.010	$ 1,112.00	$ 14,126.40	$ 100,000.00	85.87%
22	Menards	$ 288.67	Mnt Spl - August 2026 - RTK 1/4	53612				
23	Zoro Tools Inc	$ 536.84	Mnt Spl - Cut Off Wheel, Voltage Detector, Recip. Saw - RTK 1/2	53612	$ 825.51	$ 33,094.80	$ 37,000.00	10.55%
24	Lowe's	$ 189.74	Mnt Spl - September 2026 - RTK 1/4	53612.001				
25	Capital One Trade Credit (E&H Hardware)	$ 7.30	Mnt Spl - September 2026 - RTK 1/3	53612.001				
26	Grainger	$ 689.49	Mnt Spl - WM Cleaner, Air Filters, 2 Way Ball Valves - RTK 1/2	53612.001				
27	Mcmaster-Carr	$ 1,501.81	Mnt Spl - Titanium Tubing, Pipe Fittings, TIG Rod - RTK	53612.001				
28	Rexel, Inc.	$ 3,555.00	Mnt Spl - Enclosure & Panel - RTK	53612.001				
29	Trico Oxygen Company Inc.	$ 54.60	Mnt Gases @ WFP 9/30/26 - JRG 1/2	53612.001	$ 5,997.94	$ 23,962.11	$ 113,000.00	78.79%
30	Trico Oxygen Company Inc.	$ 52.50	Mnt Gases @ WFP 9/30/26 - JRG 2/2	53613				
31	Western Reserve Pure Water	$ 66.78	DI Rental & Supplies 9/30/26 - JRG 1/2	53613				
32	Gold Standard Diagnostics	$ 2,491.16	Lab Spl @ WFP - ELISA Kits (4) 10/5/26 - JRG	53613	$ 2,610.44	$ 89,180.49	$ 125,000.00	28.66%
33	Barile Consulting Services	$ 450.00	Cnt Svc - ISO 9001 & ISO 27001 Sessions 9/30/26 - GY 1/4	53701				
34	A Taste of Excellence	$ 2,753.04	Cnt Svc - Catering for Centennial Event - 50% Down Payment - RKM 1/4	53701				
35	Technology Management Solutions Inc	$ 4,543.74	Cnt Svc - Computer Support - September 2026 - GY 1/4	53701	$ 7,746.78	$ 76,426.28	$ 82,192.15	7.02%
36	Xerox Financial Services	$ 205.24	Cnt Svc - Xerox Copier Leases 9/29/26 - GY 1/4	53701.001	$ 205.24	$ 2,052.38	$ 5,000.00	58.95%
37	ESP Technology & Logistics, Inc.	$ 142.50	Cnt Svc - Notify Charges 9/25/26 - GY 1/4	53701.002				
38	Brakey Energy, Inc.	$ 536.25	Mo. Fee for Energy Mgmt - September 2026 - GY 1/4	53701.002				
39	Cintas Corporation	$ 412.88	Mat Rental & Clothing Svc - September 2026 - GY 1/6	53701.002	$ 1,091.63	$ 75,929.74	$ 87,536.25	13.26%
40	Columbia Gas	$ 57.56	gas svc @ 33370 Lake Rd - WFP Lab 8/17/26-9/16/26 - GY	53702.002				
41	Columbia Gas	$ 57.56	gas svc @ 33399 Lake Rd SIP Bldg 8/17/26-9/16/26 - GY	53702.002	$ 115.12	$ 7,262.12	$ 15,000.00	51.59%
42	Illuminating Company	$ 81.90	elec svc @ various AL Locations 10/1/26	53703.002	$ 81.90	$ 406,674.00	$ 450,000.00	9.63%
43	Avon Lake Regional Water	$ 143.65	Water Used from ETLs - Krebs - September 2026 - GY	53704	$ 143.65	$ 16,040.18	$ 19,000.00	15.58%
44	Altafiber	$ 283.12	Telephone Svc 8/20/26-9/19/26 - GY 1/4	53705				
45	AT&T Mobility	$ 235.52	Cell Phone Svc 9/17/26 - RKM 1/4	53705				
46	Greg Yuronich	$ 12.50	Reimbursement for Cell Phone - October 2026 - RKM 1/4	53705				
47	Charter Communications	$ 37.51	Internet Svc @ WRF (w/Server) 10/1/26-10/31/26 - GY 1/4	53705				
48	Charter Communications	$ 139.99	Internet Svc @ WFP 10/1/26-10/31/26 - JRG	53705	$ 708.64	$ 7,455.74	$ 18,000.00	58.58%
49	Direct Air Systems, Inc.	$ 1,816.00	Bldg Mnt - ABB ACH580 Series Drive 10/7/26 - RTK	53708.001				
50	Higey Mechanical Service Inc.	$ 700.00	Bldg Mnt - HVAC Maintenance @ WFP 10/8/26 - RTK	53708.001				
51	Hubert's Landscaping Co., Inc.	$ 566.00	Bldg Mnt - Irrigation Fall Shutdown/Repairs 2026 @ WFP 9/24/26 - RTK	53708.001				
52	Lighting Supply Company	$ 2,007.73	Bldg Mnt - Lighting Supplies for WFP 9/24/26 - RTK	53708.001				
53	Sherwin Williams Company Inc	$ 204.28	Bldg Mnt - Steel Spec Fast Dry Alkyd 9/28/26 - RTK	53708.001				
54	Summit Valley Services, Ltd.	$ 437.50	Bldg Mnt - Cleaning Svc 10/1/26 - RTK	53708.001				
55	Trugreen	$ 504.99	Lawn Svc @ WFP 9/26/26 - JRG	53708.001	$ 6,236.50	$ 40,678.47	$ 60,000.00	32.20%
56	Zoro Tools Inc	$ 1,165.98	Eqp - Smart-UPS X 1500VA Line Interactive (2) 9/28/26 - RTK	53804.001				
57	GovConnection Inc	$ 289.14	Eqp - Asus Notebook PC Core i7-1355U - B. Kimevski - RKM 1/4	53804.001	$ 1,455.12	$ 5,265.24	$ 15,403.26	65.82%
58	Enterprise FM Trust	$ 3,996.21	Eqp - Vehicle Lease Payments 10/3/26 - GY 1/4	53804.003	$ 3,996.21	$ 17,628.84	$ 30,000.00	41.24%
59	Seeley, Savidge, Ebert & Gourash Co., LPA	$ 4,912.00	Legal Fees - Easements/Property Acquisitions 9/30/26 - RKM 1/3	53907.002				
60	Seeley, Savidge, Ebert & Gourash Co., LPA	$ 1,022.00	Legal Fees - General Charges 9/30/26 - RKM 1/2	53907.002	$ 5,934.00	$ 52,215.55	$ 41,060.00	-27.17%
		$ 204,594.75			$ 204,594.75			

Avon Lake Regional Water
Serving the region, protecting our resource.

FUND 723 - DISTRIBUTION
OCTOBER 2 - OCTOBER 15, 2026
OCTOBER 20, 2026

	Vendor	Amount	Description	G/L Acct	G/L Sum	YTD Transactions	Budget	% of Budget Remaining
1	Distribution Employees	$ 34,666.70	Salaries PR Post BW 2202621	51102	$ 34,666.70	$ 742,101.31	$ 1,100,000.00	32.54%
2	Distribution Employees	$ 461.25	Part Time Wages PR Post BW 2202621	51105	$ 461.25	$ 9,688.45	$ 32,500.00	70.19%
3	Distribution Employees	$ 238.50	Overtime Wages Admin PR Post BW 2202621	51106.103	$ 238.50	$ 3,733.38	$ 5,000.00	25.33%
4	Distribution Employees	$ 523.66	Overtime Wages Construction PR Post BW 2202621	51106.104	$ 523.66	$ 7,500.62	$ 12,875.00	41.74%
5	Distribution Employees	$ 289.97	Overtime Wages Office PR Post BW 2202621	51106.105	$ 289.97	$ 6,776.78	$ 14,875.00	54.44%
6	MMO HRA / SHARE	$ 252.56	MMO HRA Payment 10/6/26	52203				
7	MMO HRA / SHARE	$ 1,250.71	MMO SHARE Payment 10/6/26	52203				
8	Ameritas Life Insurance Co.	$ 927.69	Dental - October 2026	52203				
9	Ameritas Life Insurance Co.	$ 117.97	Vision - October 2026	52203				
10	MMO HRA / SHARE	$ 487.32	MMO HRA Payment 10/14/26	52203				
11	MMO HRA / SHARE	$ 33.83	MMO SHARE Payment 10/14/26	52203				
12	Distribution Employees	$ 458.40	Hospitalization PR Post BW 2202621	52203				
13	Distribution Employees	$ (1,057.20)	Hospitalization PR Post BW 2202621	52203	$ 2,471.28	$ 234,721.00	$ 316,245.25	25.78%
14	Ohio Public Employees Retirement System	$ 5,065.14	OPERS - EMPLOYEE - OPERS Pension - Employer Share* 10/15/26	52209	$ 5,065.14	$ 114,242.23	$ 197,048.00	42.02%
15	Internal Revenue Service	$ 508.94	Medicare - FEDERAL - Federal Taxes* 10/15/26	52212	$ 508.94	$ 11,563.07	$ 18,634.00	37.95%
16	Cintas Corporation	$ 342.72	Mat Rental & Clothing Svc - September 2026 - GY 5/6	53226	$ 342.72	$ 6,391.55	$ 10,000.00	36.08%
17	Muni-Link, LLC	$ 337.50	Muni-Link Billing - September 2026 - GY 2/3	53602				
18	Muni-Link, LLC	$ 337.50	Muni-Link Billing - October 2026 - GY 2/3	53602				
19	SmartBill Ltd.	$ 4,707.50	Bills - AL Q3 9/30/26 - GY 2/2	53602	$ 5,382.50	$ 38,532.44	$ 55,078.81	30.04%
20	WEX Fleet Universal	$ 2,850.98	Fuel for Vehicles - 9/30/26 - GY 2/2	53604	$ 2,850.98	$ 22,645.01	$ 33,000.00	31.38%
21	Murphy Tractor & Equipment Co., Inc.	$ 268.27	Eqp Mnt - John Deere Gas Operated Cylinder 9/25/26 - RTK	53607				
22	Ohio CAT	$ 51.39	Eqp Mnt - Retainer, Pin-Get 9/25/26 - RTK 2/2	53607	$ 319.66	$ 17,883.61	$ 32,000.00	44.11%
23	Cleveland Hermetic & Supply	$ 75.53	Mnt Spl - Alkaline Batteries, Program. 6" Display 9/24/26 - RTK	53612				
24	Core & Main LP	$ 24,223.35	Mnt Spl - Distribution Stock - RTK	53612				
25	Kurtz Bros., Inc.	$ 299.40	Mnt Spl - Yard Restoration Materials - Top Soil - RTK	53612				
26	Menards	$ 15.00	Mnt Spl - August 2026 - RTK 4/4	53612				
27	Young Security Services Inc.	$ 97.53	Mnt Spl - Master Padlocks (6) 9/29/26 - RTK 2/2	53612				
28	Zoro Tools Inc	$ 85.14	Mnt Spl - Multi-Surface Cleaner - RTK 2/2	53612	$ 24,795.95	$ 294,627.32	$ 312,967.00	5.86%
29	Plas Bros. Paving Inc.	$ 15,443.00	Repair for Main Break - Sunset & Electric 10/5/26 - RTK	53612.002	$ 15,443.00	$ 44,362.00	$ 77,210.00	42.54%
30	Trico Oxygen Company Inc.	$ 62.70	Mnt Gases @ 201 Miller Rd 9/30/26 - RTK 2/2	53612.004				
31	Westview Concrete Corporation	$ 125.00	Concrete Repair - Demo/Removal - RTK	53612.004				
32	Rock Pile Inc	$ 17.00	Mnt Spl - Yard Restoration - Straw 9/30/26 - RTK	53612.004				
33	SiteOne Landscape Supply, LLC	$ 93.01	Mnt Spl - Seed Mixture, Straw 9/29/26 - RTK	53612.004				
34	Harold Archer & Sons, Inc.	$ 3,926.77	Stone for Repairs 9/30/26 - RTK	53612.004				
35	Capital One Trade Credit (E&H Hardware)	$ 53.04	Mnt Spl - September 2026 - RTK 3/3	53612.004				
36	Lowe's	$ 67.39	Mnt Spl - September 2026 - RTK 4/4	53612.004				
37	Lakeshore Tool & Equipment LTE Inc	$ 284.00	Mnt Spl - Makita Impact Wrench, Makita Battery 9/30/26 - RTK 2/2	53612.004	$ 4,628.91	$ 56,954.46	$ 63,283.26	10.00%
38	Badger Meter Inc.	$ 235.33	Beacon Hosting Svc & Cellular LTE 9/28/26 - RTK 1/2	53612.005				
39	Ferguson Waterworks	$ 416.00	Meters - Allegro Cellular WM w/5' Nicor (2) 9/26/26 - RTK	53612.005				
40	Ferguson Waterworks	$ 21,074.15	Meters - Annual Maintenance, Annual Hosting Support 26-27 - RTK	53612.005	$ 21,725.48	$ 436,467.48	$ 610,000.00	28.45%
41	Xpress Bill Pay	$ 138.35	Monthly Bank Fees 10/6/26	53701				
42	Badger Meter Inc.	$ 604.26	Beacon Hosting Svc & Cellular LTE 9/28/26 - RTK 2/2	53701				
43	Barile Consulting Services	$ 450.00	Cnt Svc - ISO 9001 & ISO 27001 Sessions 9/30/26 - GY 4/4	53701				
44	A Taste of Excellence	$ 2,753.05	Cnt Svc - Catering for Centennial Event - 50% Down Payment - RKM 4/4	53701				
45	Geotab USA, Inc.	$ 38.50	Diagnostic and Analysis (4 Vehicles) 9/30/26 - GY 2/2	53701				
46	Technology Management Solutions Inc	$ 1,969.73	Cnt Svc - Computer Support - September 2026 - GY 4/4	53701	$ 5,953.89	$ 92,577.22	$ 138,596.83	33.20%
47	Xerox Financial Services	$ 205.24	Cnt Svc - Xerox Copier Leases 9/29/26 - GY 4/4	53701.001	$ 205.24	$ 2,052.38	$ 7,100.00	71.09%
48	Complete Concrete	$ 575.00	Cnt Svc - Saw Cut @ Electric & Sunset, Main Break 9/25/26 - RTK	53701.002				
49	ESP Technology & Logistics, Inc.	$ 142.50	Cnt Svc - Notify Charges 9/25/26 - GY 4/4	53701.002				
50	Brakey Energy, Inc.	$ 536.25	Mo. Fee for Energy Mgmt - September 2026 - GY 4/4	53701.002				
51	Cintas Corporation	$ 356.61	Mat Rental & Clothing Svc - September 2026 - GY 6/6	53701.002	$ 1,610.36	$ 45,088.92	$ 154,557.35	70.83%
52	Columbia Gas	$ 216.46	gas svc @ 201 Miller Rd 8/25/26-9/24/26 - GY	53702.002	$ 216.46	$ 12,363.00	$ 30,700.00	59.73%
53	Altafiber	$ 283.12	Telephone Svc 8/20/26-9/19/26 - GY 4/4	53705				
54	AT&T Mobility	$ 235.52	Cell Phone Svc 9/17/26 - RKM 4/4	53705				
55	Charter Communications	$ 95.00	Internet Svc @ 201 Miller Rd 10/1/26-10/31/26 - GY 2/2	53705				
56	Charter Communications	$ 37.50	Internet Svc @ WRF (w/Server) 10/1/26-10/31/26 - GY 4/4	53705				
57	Greg Yuronich	$ 12.50	Reimbursement for Cell Phone - October 2026 - RKM 4/4	53705	$ 663.64	$ 7,307.28	$ 18,211.57	59.88%
58	Judco, Inc.	$ 232.50	Eqp Mnt - Whelen 500 Series Amber Lens (10) 9/24/26 - RTK 2/2	53707	$ 232.50	$ 4,575.40	$ 15,494.50	70.47%
59	Summit Valley Services, Ltd.	$ 405.00	Bldg Mnt - Cleaning Svc 10/1/26 - RTK 4/4	53708				
60	Trugreen	$ 210.50	Lawn Svc @ 201 Miller Rd 9/26/26 - RTK 2/2	53708	$ 615.50	$ 23,744.54	$ 35,000.00	32.16%
61	Higey Mechanical Service Inc.	$ 300.00	Bldg Mnt - HVAC Maintenance @ Trailer 10/8/26 - RTK 2/2	53708.003	$ 300.00	$ 15,368.15	$ 42,000.00	63.41%
62	GovConnection Inc	$ 289.13	Eqp - Asus Notebook PC Core i7-1355U - B. Kimevski - RKM 4/4	53804.001	$ 289.13	$ 14,194.69	$ 16,371.77	13.30%
63	Enterprise FM Trust	$ 7,583.28	Eqp - Vehicle Lease Payments 10/3/26 - GY 4/4	53804.003	$ 7,583.28	$ 141,500.94	$ 185,000.00	23.51%
		$ 137,384.64			$ 137,384.64			

Avon Lake Regional Water
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FUND 721 - WASTEWATER
OCTOBER 2 - OCTOBER 15, 2026
OCTOBER 20, 2026

	Vendor	Amount	Description	G/L Acct	G/L Sum	YTD Transactions	Budget	% of Budget Remaining
1	Wastewater Employees	$ 40,108.94	Salaries PR Post BW 2202621	51102	$ 40,108.94	$ 848,070.42	$ 1,185,000.00	28.43%
2	Wastewater Employees	$ 2,429.82	Part Time Wages PR Post BW 2202621	51105	$ 2,429.82	$ 29,374.30	$ 32,500.00	9.62%
3	Wastewater Employees	$ 1,230.87	Overtime Wages Plant PR Post BW 2202621	51106.101	$ 1,230.87	$ 25,094.94	$ 41,993.56	40.24%
4	Wastewater Employees	$ 238.50	Overtime Wages Admin PR Post BW 2202621	51106.103	$ 238.50	$ 2,883.68	$ 3,500.00	17.61%
5	Wastewater Employees	$ 523.70	Overtime Wages Construction PR Post BW 2202621	51106.104	$ 523.70	$ 3,696.93	$ 4,500.00	17.85%
6	MMO HRA / SHARE	$ 252.54	MMO HRA Payment 10/6/26	52203				
7	MMO HRA / SHARE	$ 3,063.75	MMO SHARE Payment 10/6/26	52203				
8	Ameritas Life Insurance Co.	$ 910.96	Dental - October 2026	52203				
9	Ameritas Life Insurance Co.	$ 112.72	Vision - October 2026	52203				
10	MMO HRA / SHARE	$ 4.18	MMO HRA Payment 10/14/26	52203				
11	MMO HRA / SHARE	$ 600.87	MMO SHARE Payment 10/14/26	52203				
12	Wastewater Employees	$ 2,627.46	Hospitalization PR Post BW 2202621	52203				
13	Wastewater Employees	$ (871.70)	Hospitalization PR Post BW 2202621	52203	$ 6,700.78	$ 252,504.43	$ 373,649.00	32.42%
14	Ohio Public Employees Retirement System	$ 6,234.47	OPERS - EMPLOYEE - OPERS Pension - Employer Share* 10/15/26	52209	$ 6,234.47	$ 135,223.76	$ 210,825.00	35.86%
15	Internal Revenue Service	$ 662.54	Medicare - FEDERAL - Federal Taxes* 10/15/26	52212	$ 662.54	$ 14,081.62	$ 21,083.00	33.21%
16	Lopez, Jeffrey	$ 136.32	Reimbursement - Industrial Waste Insp. Exam 10/8/26 - GY	53500	$ 136.32	$ 6,936.96	$ 7,017.20	1.14%
17	Leppo Inc.	$ 1,142.38	Eqp Mnt - Heavy Duty Kit Bristle for Bobcat @ WRF 9/29/26 - RTK	53607				
18	Ohio CAT	$ 492.02	Eqp Mnt - Elements for WRF Generator 9/23/26 - RTK	53607				
19	The Henry P. Thompson Co.	$ 1,006.00	Eqp Mnt - Kobold Rotomtr @ WRF 10/2/26 - GY	53607	$ 2,640.40	$ 103,613.71	$ 125,000.00	17.11%
20	Polydyne, Inc	$ 11,521.84	Op Spl - Polymer @ WRF 9/30/26 - RH	53611	$ 11,521.84	$ 191,990.52	$ 442,500.00	56.61%
21	Menards	$ 135.08	Mnt Spl - August 2026 - RTK 2/4	53612				
22	Zoro Tools Inc	$ 1,210.08	Mnt Spl - Pleated Air Filter - RTK	53612	$ 1,345.16	$ 8,441.94	$ 10,000.00	15.58%
23	Newark Corporation	$ 121.35	Mnt Spl - Circular Plug, Clamps - RTK	53612.001				
24	Grainger	$ 24.84	Mnt Spl - Washing Machine Cleaner - RTK 2/2	53612.001				
25	Trico Oxygen Company Inc.	$ 37.80	Mnt Gases @ WRF 9/30/26 - RH	53612.001				
26	Lowe's	$ 188.14	Mnt Spl - September 2026 - RTK 2/4	53612.001				
27	Mcmaster-Carr	$ 736.31	Mnt Spl - Pipe Fittings, Drill Bit, Ball Bearings - RTK	53612.001	$ 1,108.44	$ 14,589.84	$ 28,000.00	47.89%
28	Eurofins Drinking Water & Wastewater Central	$ 2,669.00	Lab Analysis @ WRF - RH	53613				
29	Hach Company	$ 1,342.66	Lab Spl @ WRF - GY	53613				
30	Western Reserve Pure Water	$ 40.07	DI Rental & Supplies 9/30/26 - JRG 2/2	53613	$ 4,051.73	$ 50,608.09	$ 77,500.00	34.70%
31	A Taste of Excellence	$ 2,753.05	Cnt Svc - Catering for Centennial Event - 50% Down Payment - RKM 2/4	53701				
32	Barile Consulting Services	$ 450.00	Cnt Svc - ISO 9001 & ISO 27001 Sessions 9/30/26 - GY 2/4	53701				
33	Technology Management Solutions Inc	$ 1,787.24	Cnt Svc - Computer Support - September 2026 - GY 2/4	53701	$ 4,990.29	$ 74,874.00	$ 85,216.33	12.14%
34	Xerox Financial Services	$ 205.24	Cnt Svc - Xerox Copier Leases 9/29/26 - GY 2/4	53701.001	$ 205.24	$ 2,052.38	$ 2,500.00	17.90%
35	ESP Technology & Logistics, Inc.	$ 142.50	Cnt Svc - Notify Charges 9/25/26 - GY 2/4	53701.002				
36	Cintas Corporation	$ 533.93	Mat Rental & Clothing Svc - September 2026 - GY 2/6	53701.002				
37	Data Command Corp	$ 567.00	Cnt Svc - Lubrizol Dis. & LORCO Lift Station Renewal 26-27 - GY 1/2	53701.002				
38	Brakey Energy, Inc.	$ 536.25	Mo. Fee for Energy Mgmt - September 2026 - GY 2/4	53701.002	$ 1,779.68	$ 57,978.14	$ 67,536.25	14.15%
39	Quasar Energy Group	$ 8,500.00	Cnt Svc - Weed Spraying @ Monofil Site 9/30/26 - GY	53701.007	$ 8,500.00	$ 579,301.09	$ 725,000.00	20.10%
40	Engie Resources	$ 21,576.29	elec svc charge @ WRF 8/5/26-9/3/26 - GY	53703.001				
41	Illuminating Company	$ 7,546.02	elec svc @ 33671 Lake Rd - WRF 9/4/26-10/5/26 - GY	53703.001	$ 29,122.31	$ 305,084.38	$ 400,000.00	23.73%
42	Illuminating Company	$ 82.16	elec svc @ 758 Jaycox Rd Sewer 9/5/26-10/6/26 - GY	53703.004	$ 82.16	$ 764.71	$ 2,000.00	61.76%
43	Altafiber	$ 283.11	Telephone Svc 8/20/26-9/19/26 - GY 2/4	53705				
44	AT&T Mobility	$ 235.52	Cell Phone Svc 9/17/26 - RKM 2/4	53705				
45	Greg Yuronich	$ 12.50	Reimbursement for Cell Phone - October 2026 - RKM 2/4	53705				
46	Charter Communications	$ 97.49	Internet Svc @ WRF (w/Server) 10/1/26-10/31/26 - GY 2/4	53705	$ 628.62	$ 6,575.73	$ 8,520.00	22.82%
47	Summit Valley Services, Ltd.	$ 242.50	Bldg Mnt - Cleaning Svc 10/1/26 - RTK 2/4	53708.001	$ 242.50	$ 12,196.95	$ 31,480.00	61.25%
48	GovConnection Inc	$ 289.13	Eqp - Asus Notebook PC Core i7-1355U - B. Kimevski - RKM 2/4	53804.001	$ 289.13	$ 5,255.77	$ 7,500.00	29.92%
49	Enterprise FM Trust	$ 3,293.87	Eqp - Vehicle Lease Payments 10/3/26 - GY 2/4	53804.003	$ 3,293.87	$ 17,453.10	$ 30,000.00	41.82%
50	Seeley, Savidge, Ebert & Gourash Co., LPA	$ 1,022.00	Legal Fees - General Charges 9/30/26 - RKM 2/2	53907.002	$ 1,022.00	$ 24,928.77	$ 45,000.00	44.60%
		$ 129,089.31			$ 129,089.31			

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FUND 722 - COLLECTIONS
OCTOBER 2 - OCTOBER 15, 2026
OCTOBER 20, 2026

	Vendor	Amount	Description	G/L Acct	G/L Sum	YTD Transactions	Budget	% of Budget Remaining
1	Collections Employees	$ 37,377.13	Salaries PR Post BW 2202621	51102	$ 37,377.13	$ 801,966.63	$ 1,175,000.00	31.75%
2	Collections Employees	$ 461.25	Part Time Wages PR Post BW 2202621	51105	$ 461.25	$ 9,688.60	$ 32,500.00	70.19%
3	Collections Employees	$ 167.15	Overtime Wages Plant PR Post BW 2202621	51106.101	$ 167.15	$ 1,763.73	$ 4,750.00	62.87%
4	Collections Employees	$ 139.59	Overtime Wages Collections PR Post BW 2202621	51106.102	$ 139.59	$ 16,839.16	$ 28,000.00	39.86%
5	Collections Employees	$ 238.50	Overtime Wages Admin PR Post BW 2202621	51106.103	$ 238.50	$ 3,394.69	$ 4,500.00	24.56%
6	Collections Employees	$ 523.70	Overtime Wages Construction PR Post BW 2202621	51106.104	$ 523.70	$ 7,503.50	$ 15,000.00	49.98%
7	Collections Employees	$ 289.98	Overtime Wages Office PR Post BW 2202621	51106.105	$ 289.98	$ 6,776.92	$ 12,500.00	45.78%
8	MMO HRA / SHARE	$ 252.56	MMO HRA Payment 10/6/26	52203				
9	MMO HRA / SHARE	$ 1,923.85	MMO SHARE Payment 10/6/26	52203				
10	Ameritas Life Insurance Co.	$ 993.29	Dental - October 2026	52203				
11	Ameritas Life Insurance Co.	$ 127.09	Vision - October 2026	52203				
12	MMO HRA / SHARE	$ 5.75	MMO HRA Payment 10/4/26	52203				
13	MMO HRA / SHARE	$ 1,872.45	MMO SHARE Payment 10/14/26	52203				
14	Collections Employees	$ 1,626.16	Hospitalization PR Post BW 2202621	52203				
15	Collections Employees	$ (932.31)	Hospitalization PR Post BW 2202621	52203	$ 5,868.84	$ 279,286.57	$ 347,778.25	19.69%
16	Ohio Public Employees Retirement System	$ 5,487.65	OPERS - EMPLOYEE - OPERS Pension - Employer Share* 10/15/26	52209	$ 5,487.65	$ 122,450.86	$ 209,048.00	41.42%
17	Internal Revenue Service	$ 567.00	Medicare - FEDERAL - Federal Taxes* 10/15/26	52212	$ 567.00	$ 12,556.33	$ 20,905.00	39.94%
18	Cintas Corporation	$ 342.73	Mat Rental & Clothing Svc - September 2026 - GY 3/6	53226	$ 342.73	$ 6,391.56	$ 10,000.00	36.08%
19	Treasurer, State of Ohio	$ 45.00	Edu - Class 2 WW Collections Renew - T. Bradley 10/5/26 - GY	53500	$ 45.00	$ 6,300.86	$ 15,716.20	59.91%
20	Muni-Link, LLC	$ 112.50	Muni-Link Billing - September 2026 - GY 1/3	53602				
21	Muni-Link, LLC	$ 112.50	Muni-Link Billing - October 2026 - GY 1/3	53602				
22	SmartBill Ltd.	$ 1,569.17	Bills - AL Q3 9/30/26 - GY 1/2	53602	$ 1,794.17	$ 20,588.90	$ 25,078.82	17.90%
23	WEX Fleet Universal	$ 2,850.98	Fuel for Vehicles - 9/30/26 - GY 1/2	53604	$ 2,850.98	$ 22,645.02	$ 32,000.00	29.23%
24	W.W. Williams Company, LLC	$ 272.00	Generator Insp & Mnt - 32789 Lake Rd 6/30/26 - RTK	53607				
25	Ohio CAT	$ 51.39	Eqp Mnt - Retainer, Pin-Get 9/25/26 - RTK 1/2	53607	$ 323.39	$ 18,084.01	$ 35,000.00	48.33%
26	Cleveland Hermetic & Supply	$ 75.52	Mnt Spl - Alkaline Batteries, Program. 6" Display 9/24/26 - RTK 1/2	53612				
27	Menards	$ 14.99	Mnt Spl - August 2026 - RTK 3/4	53612				
28	Zoro Tools Inc	$ 85.15	Mnt Spl - Multi Surface Cleaner 10/6/26 - RTK 1/2	53612				
29	Young Security Services Inc.	$ 97.53	Mnt Spl - Master Padlocks (6) 9/29/26 - RTK 1/2	53612	$ 273.19	$ 16,797.74	$ 24,000.00	30.01%
30	Trico Oxygen Company Inc.	$ 62.70	Mnt Gases @ 201 Miller Rd 9/30/26 - RTK 1/2	53612.004				
31	Lowe's	$ 67.39	Mnt Spl - September 2026 - RTK 3/4	53612.004				
32	Lakeshore Tool & Equipment LTE Inc	$ 284.00	Mnt Spl - Makita Impact Wrench, Makita Battery 9/30/26 - RTK 1/2	53612.004				
33	SiteOne Landscape Supply, LLC	$ 93.02	Mnt Spl - Seed Mixture, Straw 9/29/26 - RTK 1/2	53612.004				
34	Capital One Trade Credit (E&H Hardware)	$ 50.02	Mnt Spl - September 2026 - RTK 2/3	53612.004	$ 557.13	$ 28,549.86	$ 34,106.78	16.29%
35	Xpress Bill Pay	$ 138.35	Monthly Bank Fees 10/6/26	53701				
36	Geotab USA, Inc.	$ 38.50	Diagnostic and Analysis (4 Vehicles) 9/30/26 - GY 1/2	53701				
37	A Taste of Excellence	$ 2,753.05	Cnt Svc - Catering for Centennial Event - 50% Down Payment - RKM 3/4	53701				
38	Barile Consulting Services	$ 450.00	Cnt Svc - ISO 9001 & ISO 27001 Sessions 9/30/26 - GY 3/4	53701				
39	Technology Management Solutions Inc	$ 1,969.72	Cnt Svc - Computer Support - September 2026 - GY 3/4	53701	$ 5,349.62	$ 79,213.81	$ 85,696.83	7.57%
40	Xerox Financial Services	$ 205.23	Cnt Svc - Xerox Copier Leases 9/29/26 - GY 3/4	53701.001	$ 205.23	$ 2,052.36	$ 6,500.00	68.43%
41	ESP Technology & Logistics, Inc.	$ 142.50	Cnt Svc - Notify Charges 9/25/26 - GY 3/4	53701.002				
42	Cintas Corporation	$ 356.61	Mat Rental & Clothing Svc - September 2026 - GY 4/6	53701.002				
43	Brakey Energy, Inc.	$ 536.25	Mo. Fee for Energy Mgmt - September 2026 - GY 3/4	53701.002	$ 1,035.36	$ 38,615.93	$ 62,557.35	38.27%
44	Columbia Gas	$ 56.70	gas svc @ 671 Bridgeside 8/27/26-9/28/26 - GY	53702.003				
45	Columbia Gas	$ 58.76	gas svc @ 100 Woodbridge Way 8/27/26-9/28/26 - GY	53702.003	$ 115.46	$ 1,757.52	$ 2,500.00	29.70%
46	Illuminating Company	$ 87.18	elec svc @ 641 Lear Rd 9/5/26-10/6/26 - GY	53703.003				
47	Illuminating Company	$ 93.03	elec svc @ Woodbridge Way 8/6/26-10/6/26 - GY	53703.003				
48	Illuminating Company	$ 84.38	elec svc @ 671 Bridgeside Dr 9/4/26-10/6/26 - GY	53703.003	$ 264.59	$ 40,467.95	$ 59,500.00	31.99%
49	AT&T Mobility	$ 235.51	Cell Phone Svc 9/17/26 - RKM 3/4	53705				
50	Altafiber	$ 283.12	Telephone Svc 8/20/26-9/19/26 - GY 3/4	53705				
51	Charter Communications	$ 115.33	Internet Svc @ 32789 Lake Rd 9/24/26-10/23/26 - GY	53705				
52	Charter Communications	$ 94.99	Internet Svc @ 201 Miller Rd 10/1/26-10/31/26 - GY 1/2	53705				
53	Charter Communications	$ 37.50	Internet Svc @ WRF (w/Server) 10/1/26-10/31/26 - GY 3/4	53705				
54	Greg Yuronich	$ 12.50	Reimbursement for Cell Phone - October 2026 - RKM 3/4	53705	$ 778.95	$ 8,448.86	$ 17,236.57	50.98%
55	Judco, Inc.	$ 232.50	Eqp Mnt - Whelen 500 Series Amber Lens (10) 9/24/26 - RTK 1/2	53707	$ 232.50	$ 4,575.38	$ 15,844.95	71.12%
56	Summit Valley Services, Ltd.	$ 405.00	Bldg Mnt - Cleaning Svc 10/1/26 - RTK 3/4	53708				
57	Trugreen	$ 210.49	Lawn Svc @ 201 Miller Rd 9/26/26 - RTK 1/2	53708	$ 615.49	$ 20,744.51	$ 45,000.00	53.90%
58	Higey Mechanical Service Inc.	$ 300.00	Bldg Mnt - HVAC Maintenance @ Trailer 10/8/26 - RTK 1/2	53708.003	$ 300.00	$ 6,910.86	$ 15,000.00	53.93%
59	GovConnection Inc	$ 289.13	Eqp - Asus Notebook PC Core i7-1355U - B. Kimevski - RKM 3/4	53804.001	$ 289.13	$ 14,194.70	$ 21,771.77	34.80%
60	Enterprise FM Trust	$ 7,583.27	Eqp - Vehicle Lease Payments 10/3/26 - GY 3/4	53804.003	$ 7,583.27	$ 141,500.96	$ 185,000.00	23.51%
61	Seeley, Savidge, Ebert & Gourash Co., LPA	$ 756.00	Legal Fees - Terrance Ryan 9/30/26 - RKM	53907.002	$ 756.00	$ 16,628.22	$ 50,000.00	66.74%
		$ 74,832.98			$ 74,832.98			

Avon Lake Regional Water
Serving the region, protecting our resource.

FUND 703 - ETL1
OCTOBER 2 - OCTOBER 15, 2026
OCTOBER 20, 2026

	Vendor	Amount	Description	G/L Acct	G/L Sum	YTD Transactions	Budget	% of Budget Remaining
1	Core & Main LP	$ 14,843.00	ETL1 - 36" Hymax Versa Couplings 10/1/26 - RTK	53612	$ 14,843.00	$ 71,153.47	$ 202,170.40	64.81%
2	Seeley, Savidge, Ebert & Gourash Co., LPA	$ 1,078.00	Legal Fees - Easements/Property Acquisitions 9/30/26 - RKM 2/3	53701	$ 1,078.00	$ 42,853.29	$ 119,000.00	63.99%
3	Kendera Enterprises Inc.	$ 5,450.00	ETLs - ETL1 Break b/t 83 and Jaycox, Find Elev N of Walker - RTK 1/2	53701.002				
4	Kendera Enterprises Inc.	$ 3,650.00	ETL1 - Break Repair - Rock Pile 9/30/26 - RTK	53701.002	$ 9,100.00	$ 103,040.54	$ 107,187.50	3.87%
5	Engie Resources	$ 11,888.34	elec svc charge @ 800 Moore Rd - ETL1 PS 5/7/26-6/8/26 - GY	53703.003				
6	Engie Resources	$ 13,599.73	elec svc charge @ 800 Moore Rd ETL1 PS 6/8/26-7/9/26 - GY	53703.003				
7	Engie Resources	$ 12,603.28	elec svc charge @ 800 Moore Rd ETL1 PS 7/9/26-8/7/26 - GY	53703.003				
8	Engie Resources	$ 12,467.26	elec svc charge @ 800 Moore Rd ETL1 PS 8/7/26-9/9/26 - GY	53703.003	$ 50,558.61	$ 204,525.23	$ 275,000.00	25.63%
9	Ohio Edison	$ 73.44	elec svc @ Butternut @ Root 9/2/26-10/1/26 - GY	53703.004				
10	Illuminating Company	$ 172.36	elec svc @ various ETL1 locations 10/1/26	53703.004				
11	Ohio Edison	$ 68.73	elec svc @ Lear @ US 20 9/4/26-10/2/26 - GY	53703.004				
12	Ohio Edison	$ 70.03	elec svc @ Root @ Sprague 9/1/26-10/2/26 - GY	53703.004	$ 384.56	$ 9,037.62	$ 12,000.00	24.69%
13	Avon Lake Regional Water	$ 163,527.43	Water Used from ETL1 - September 2026 - GY	53704	$ 163,527.43	$ 1,666,483.53	$ 1,923,235.00	13.35%
		$ 239,491.60			$ 239,491.60			

FUND 762 - ETL2
OCTOBER 2 - OCTOBER 15, 2026
OCTOBER 20, 2026

	Vendor	Amount	Description	G/L Acct	G/L Sum	YTD Transactions	Budget	% of Budget Remaining
1	Jones Chemicals Inc.	$ 1,698.56	Op Spl - Chlorine @ 15201 Island Rd PS 10/7/26 - RTK	53611	$ 1,698.56	$ 6,712.51	$ 10,000.00	32.87%
2	Seeley, Savidge, Ebert & Gourash Co., LPA	$ 630.00	Legal Fees - Easements/Property Acquisitions 9/30/26 - RKM 3/3	53701	$ 630.00	$ 79,460.44	$ 66,195.74	-20.04%
3	Kendera Enterprises Inc.	$ 1,850.00	ETLs - ETL1 Break b/t 83 and Jaycox, Find Elev N of Walker - RTK 2/2	53701.002	$ 1,850.00	$ 61,258.78	$ 24,000.00	-155.24%
4	Ohio Edison	$ 54.48	elec svc @ 15201 Island Rd OAL 9/2/26-10/1/26 - GY	53703.003				
5	Engie Resources	$ 50,463.09	elec svc charge @ various ETL2 Locations 9/29/26 - GY	53703.003				
6	Ohio Edison	$ 5,745.98	elec svc @ 15201 Island Rd 8/31/26-9/29/26 - GY	53703.003	$ 56,263.55	$ 457,892.32	$ 550,000.00	16.75%
7	Ohio Edison	$ 72.30	elec svc @ 37780 Center Ridge Rd 9/1/26-10/2/26 - GY	53703.004	$ 72.30	$ 6,121.11	$ 10,000.00	38.79%
8	Avon Lake Regional Water	$ 543,103.12	Water Used from ETL2 - September 2026 - GY	53704	$ 543,103.12	$ 5,190,863.61	$ 5,750,000.00	9.72%
		$ 603,617.53			$ 603,617.53			

FUND 749 - LORCO
OCTOBER 2 - OCTOBER 15, 2026
OCTOBER 20, 2026

	Vendor	Amount	Description	G/L Acct	G/L Sum	YTD Transactions	Budget	% of Budget Remaining
1	Xpress Bill Pay	$ 602.80	Monthly Bank Fees 10/6/26	53701	$ 602.80	$ 10,808.25	$ 30,000.00	63.97%
2	Data Command Corp	$ 2,700.00	Cnt Svc - Lubrizol Dis. & LORCO Lift Station Renewal 26-27 - GY 2/2	53701.002	$ 2,700.00	$ 13,375.08	$ 30,000.00	55.42%
3	Ohio Edison	$ 481.66	elec svc @ 38393 Royalton Rd 8/29/26-9/28/26 - GY	53703.001	$ 481.66	$ 34,133.63	$ 30,000.00	-13.78%
4	Ohio Edison	$ 73.48	elec svc @ 36780 Giles Rd 8/29/26-9/30/26 - GY	53703.003				
5	Ohio Edison	$ 72.73	elec svc @ 12169 Avon Belden Rd 9/1/26-10/1/26 - GY	53703.003				
6	Ohio Edison	$ 71.69	elec svc @ 12901 Avon Belden Rd 9/1/26-10/1/26 - GY	53703.003				
7	Ohio Edison	$ 90.37	elec svc @ 33930 Cooley Rd 9/2/26-9/30/26 - GY	53703.003				
8	Ohio Edison	$ 73.89	elec svc @ 10301 Reed Rd 9/2/26-10/1/26 - GY	53703.003				
9	Ohio Edison	$ 69.92	elec svc @ 10920 Hawke Rd 9/2/26-10/1/26 - GY	53703.003	$ 452.08	$ 24,169.99	$ 25,000.00	3.32%
10	Muni-Link, LLC	$ 50.00	Muni-Link Billing - September 2026 - GY 3/3	53760				
11	Muni-Link, LLC	$ 50.00	Muni-Link Billing - October 2026 - GY 3/3	53760				
12	SmartBill Ltd.	$ 1,304.62	LORCO Bills - September 2026 - Print & Postage 9/30/26 - GY	53760	$ 1,404.62	$ 50,005.07	$ 70,000.00	28.56%
13	Superior Press	$ 77.42	LORCO Deposit Slips 10/13/26	53907.001	$ 77.42	$ 77.42	$ 1,000.00	92.26%
		$ 5,718.58			$ 5,718.58			

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FUND 704 - WATER CONSTRUCTION
OCTOBER 2 - OCTOBER 15, 2026
OCTOBER 20, 2026

	Vendor	Amount	Description	G/L Acct	G/L Sum	YTD Transactions	Budget	% of Budget Remaining
1	THP Limited, Inc.	$ 9,950.00	Bldg Imp - WFP Building Envelope Condition Survey 8/26/26 - AMK	55003.002				
2	The Great Lakes Construction Co.	$ 1,096,493.45	OWDA #10639 - Pay #29 - WFP Imp. Project - WDL	55003.002				
3	SOS Integration Services Corp	$ 40,000.00	Water Filtration Plant Improvements 9/28/26 - AMK	55003.002				
4	ECS Midwest, LLC	$ 826.25	WFP Improvements 10/8/26 - AMK	55003.002	$ 1,147,269.70	$ 9,599,126.92	$ 11,100,000.00	13.52%
5	Professional Service Industries, Inc.	$ 1,690.50	Bldg Imp - ALRW Admin Bldg Exp - Insp Svcs 9/30/26 - AMK 1/2	55003.006				
6	Rycon Construction, Inc.	$ 208,889.27	Bldg Imp - OWDA 1185 Pay #3 - ALRW Admin Bldg Emp 9/14/26 - AMK 1/2	55003.006	$ 210,579.77	$ 834,078.36	$ 3,750,000.00	77.76%
7	GovConnection Inc	$ 33,332.05	Bldg Imp - PowerEdge R360 Smart Selection (3) 9/15/26 - RKM	55003.007				
8	ECS Midwest, LLC	$ 9,671.88	WFP Imp - Crack/Vibration Monitoring 10/9/26 - AMK	55003.007	$ 43,003.93	$ 202,392.34	$ 1,500,000.00	86.51%
9	Core & Main LP	$ 1,814.00	Water Bundle Project - Valve Box, Wedges 9/29/26 - RTK	55007				
10	Underground Utilities Inc	$ 375,170.93	OWDA #11419 Pay #13 - 2025 Water Bundle Project - WDL	55007				
11	Core & Main LP	$ 19,153.20	Water Bundle Project - PVC Pipe, Sigma, 24" Butterfly Valve- RTK	55007	$ 396,138.13	$ 8,755,459.54	$ 15,421,680.37	43.23%
		$ 1,796,991.53			$ 1,796,991.53			

FUND 724 - WASTEWATER CONSTRUCTION
OCTOBER 2 - OCTOBER 15, 2026
OCTOBER 20, 2026

	Vendor	Amount	Description	G/L Acct	G/L Sum	YTD Transactions	Budget	% of Budget Remaining
1	Professional Service Industries, Inc.	$ 1,690.50	Bldg Imp - ALRW Admin Bldg Exp - Insp Svcs 9/30/26 - AMK 2/2	55003.006				
2	Rycon Construction, Inc.	$ 208,889.27	Bldg Imp - OWDA 1185 Pay #3 - ALRW Admin Bldg Emp 9/14/26 - AMK 2/2	55003.006	$ 210,579.77	$ 810,458.46	$ 3,750,000.00	78.39%
		$ 210,579.77			$ 210,579.77			

PERSONNEL SERVICES AGREEMENT

This Personnel Services Agreement ("Agreement") is made and entered into by and between **Hunter International, Inc.,** an Ohio corporation ("Hunter") and Avon Lake Board of Municipal Utilities d/b/a Avon Lake Regional Water by and through the City of Avon Lake, a(n) Ohio municipal corporation ("Client"). Hunter is regularly engaged in providing personnel to companies and Client desires to retain Hunter for those services in accordance with the terms and conditions of this Agreement. Hunter and Client are each sometimes referred to herein as a "party" and collectively as the "parties".

NOW, THEREFORE, in consideration of the mutual covenants and agreements set forth herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Hunter and Client agree as follows:

1) Services. Hunter agrees to provide to Client the services specified in ***Appendix A,*** and any future Appendices as may be mutually agreed from time to time, all of which are incorporated into and made a part of this Agreement (collectively referred to as the "Services").

2) Compensation. As compensation for all Services rendered by Hunter to Client pursuant to this Agreement, Client agrees to pay Hunter as specified in ***Appendix A***. Client agrees to pay interest on any unpaid balances at the compounded rate of 1.5% per month on a prorated basis (Annual Percentage Rate of 18%) calculated from the due date of the invoice until paid in full. Payment of this late/administrative fee does not constitute a waiver of any of Hunter's rights and remedies under this Agreement, or in law or equity. If a portion of any invoice is disputed, Client will pay the undisputed portion until the matter is resolved. Client also agrees to pay all costs, expenses and reasonable attorneys' fees Hunter may incur to recover past due amounts.

3) Term and Termination. This Agreement will commence on _____ and will continue in effect for so long as Hunter is providing Services to Client, or until either party terminates the Agreement for any reason, upon thirty (30) days prior written notice to the other party. Termination of this Agreement for any reason will not affect the rights or obligations of either party under this Agreement with respect to the Services performed prior to the termination, nor the compensation due to Hunter under this Agreement up to and including the date of termination.

4) Confidential Information. The parties acknowledge that they may receive information that is proprietary and/or confidential to the other party or its affiliated entities. Each party agrees to hold such confidential and/or proprietary information in strict confidence and not use or disclose the same to any third parties or to use the same for any purpose whatsoever, except to the extent necessary to fulfill its obligations under this Agreement, expressly authorized by this Agreement, or as may be required by law or governmental or court order. No knowledge, possession or use of Client's confidential information will be imputed to Hunter as a result of access to such information by any personnel assigned to Client.

5) EEO/FBE. The parties affirm and agree that they are equal employment opportunity employers and Hunter is a designated Women Business Enterprise. The parties further affirm that they are in and will remain in full compliance with any and all applicable local, state and federal anti-discrimination laws, rules and regulations. The parties agree to cooperate fully in the investigation and resolution of any complaints, claims, actions, or proceedings that may be brought by or involve any personnel assigned to Client.

6) Compliance with Laws. During the term of this Agreement, the parties agree that each will: (a) comply with all applicable state, local and federal laws, rules, ordinances and regulations; (b) maintain and keep in force all required federal, state and/or local licenses and permits; and (c) pay all required taxes, fees and charges attributable to the performance of their respective obligations under this Agreement.

7) No Guarantee or Warranty. HUNTER DOES NOT MAKE ANY WARRANTIES OR REPRESENTATIONS IN CONNECTION WITH SERVICES RENDERED HEREUNDER, EXPRESS, IMPLIED OR OTHERWISE. WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, HUNTER DOES NOT WARRANT, REPRESENT OR GUARANTEE ANY RESULTS (SPECIFIC, GENERAL OR OTHERWISE) FROM THE SERVICES PROVIDED HEREUNDER; AND FURTHER, THERE ARE NO WARRANTIES OF

MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE NOR WARRANTIES CREATED BY COURSE OF DEALING, COURSE OF PERFORMANCE OR TRADE USAGE.

8) Insurance

Hunter shall maintain the types and levels of insurance during the life of this Agreement as specified below. The Client will be named as additional insured on Hunter's Certificate of Insurance and Hunter will provide the Client with these Certificates of Insurance.

a. Commercial General Liability Insurance – $1,000,000 for each occurrence and $2,000,000 in the aggregate
b. Comprehensive Automobile Liability Insurance – $1,000,000 combined single limit each occurrence – hired and non-owned only
c. Workers Compensation Insurance – Statutory limits
d. Professional Liability Insurance – $5,000,000 occurrence and $5,000,000 in excess
e. Excess or Umbrella Liability – $5,000,000 occurrence and $5,000,000 in the aggregate
f. Cyber Security – $5,000,000

9) Indemnification and Limitation of Liability.

a. Client agrees that Hunter will not be liable to Client, or any other person or entity, directly or indirectly, for any claims, demands, obligations, actions, losses, damages, penalties, costs, expenses, reasonable attorneys' fees or judgments of any kind or nature, however caused, in contract or in tort, to person (including death) or property arising out of or in connection with this Agreement and the Services rendered hereunder. To the extent permitted by law, Client further agrees to indemnify and hold Hunter harmless from and against the foregoing unless the same is directly caused by the gross negligence or willful misconduct of Hunter while performing the Services under this Agreement.

b. In no event will Hunter be liable to Client for any lost profits, exemplary, punitive, special, indirect, consequential, incidental, remote or speculative damages, even if Hunter has been apprised of the possibility of such losses or damages.

c. Notwithstanding anything in this Agreement to the contrary, if a court of competent jurisdiction determines that Hunter is liable to Client or any other person/entity, directly or indirectly as a result of this Agreement and/or the working relationship between the parties, then Client agrees that Hunter's sole and maximum aggregate liability shall be limited to the amount of Hunter's net profits related solely to this Agreement for the calendar month immediately prior to the date the claim arose, up to a maximum of $5,000.

d. Hunter and Client each waive its right to assert any common-law indemnification or contribution claim against the other party.

e. With respect to this Section, the terms Hunter and Client include their respective shareholders, members, officers, directors, managers, employees, agents, representatives, contractors, parents, affiliates, subsidiaries, successors and assigns.

f. This Section 8 will survive the termination of this Agreement for any reason.

10) Independent Contractor. Hunter will render the Services to Client under this Agreement as an independent contractor. Nothing contained in this Agreement will be construed to create a partnership, joint venture, agency, or employer/employee relationship of any kind between the parties. The parties acknowledge that their relationship is not exclusive. Hunter may provide similar Services to other persons/entities and Client may contract with other persons/entities for similar Services.

11) Non-Solicitation. During the Term of this Agreement and for a period of two (2) years after termination of this Agreement for any reason, Client agrees not to directly or indirectly (a) solicit, recruit, entice, induce or encourage (or attempt to do the same) any employee of Hunter to leave his/her employment with Hunter or (b) employ or otherwise engage as an employee, independent contractor or otherwise any employee of Hunter, without the prior written consent

of the President of Hunter, which consent may be unreasonably withheld.

12) Survival and Binding Effect. The provisions of this Agreement, which by their terms extend beyond the termination of this Agreement, will remain effective after termination for any reason. This Agreement is binding on and will inure to the benefit of each party and their respective representatives, successors and permitted assigns. This Agreement is not intended to be for the benefit of any third party, is not enforceable by any third party, and will not confer on any third party any remedy, claim, right of action or other right.

13) Force Majeure. Hunter will not be liable for, and will be excused from, any delay or failure to deliver or perform the Services due to causes beyond its reasonable control including, but not limited to: labor disputes, strikes, fires, riots, wars, terrorism, pandemics or acts of God, or Client's failure to provide sufficient information, documents and/or materials necessary for Hunter to provide the Services hereunder. The period of performance will be extended, if possible, to such extent as may be appropriate after the cause of the delay or non-performance has been removed.

14) Miscellaneous Provisions. This Agreement, including all Appendices and attachments, contains the complete agreement between the parties with respect to the subject matter hereof and supersedes any and all other oral or written agreements or understandings between the parties. The provisions of this Agreement are severable and if any one or more provision is invalid, illegal or judicially unenforceable, in whole or in part, that provision will be removed from the Agreement (or reformed as permitted) and the remaining provisions will continue in full force and effect. Failure of a party to exercise or enforce any provisions or rights under this Agreement will not operate as a waiver thereof, nor shall it prevent or preclude the enforcement of any and all rights and provisions of this Agreement thereafter. Any waiver must be in writing signed by the waiving party. Neither party may assign this Agreement, in whole or in part, without the prior written consent of the other party. No modification of this Agreement will be binding unless in writing, signed by all parties hereto. The rule of construction that ambiguities in an agreement are to be construed against the drafter will not be invoked or applied in any dispute regarding the meaning of any provision of this Agreement. The headings of the paragraphs of this Agreement are inserted solely for the convenience of reference and will in no way define, limit, extend or aid in the construction of the scope, extent, or intent of this Agreement. This Agreement will be governed by and construed in accordance with the laws of the State of Ohio, without reference to any conflicts of law principles thereof.

15) Dispute Resolution – Negotiation, Mediation, Arbitration.

a. If a party believes that a dispute has arisen from the performance of or in connection with this Agreement, it shall notify the other party in writing as soon as possible.

b. All disputes arising from the performance of or in connection with this Agreement, shall be settled through good faith consultations between the parties' respective management with authority to resolve the dispute.

c. If the dispute is not resolved between management, the parties shall attempt in good faith to resolve any dispute arising out of or relating to this Agreement (other than payment for Services rendered hereunder) promptly by confidential mediation under the then current International Institute for Conflict Prevention and Resolution ("CPR") Mediation Procedure before resorting to arbitration. The location of the mediation shall be the Cleveland, Ohio Metropolitan Area.

d. If the dispute is not resolved through mediation, the dispute (other than payment for Services rendered hereunder) shall be finally resolved by arbitration in accordance with the then current CPR Rules for Non-Administered Arbitration by a sole arbitrator. The arbitration shall be governed by the Federal Arbitration Act, 9 U.S.C. §§1 et seq., and judgment upon the award rendered by the arbitrator(s) may be enforced by the state courts of Lorain County, Ohio or of the United States District Court for the Northern District of Ohio. The location of the arbitration shall be the Cleveland, Ohio Metropolitan Area.

e. The arbitration award shall be final and binding on the parties to the arbitration, and the parties agree to be bound thereby and to act accordingly. The costs of the arbitration shall be borne by the parties as determined by the arbitration tribunal.

f. With regard to any failure by Client to pay Hunter for Services rendered under this Agreement, the parties agree that the foregoing mediation and arbitration will not apply and instead the exclusive venue and jurisdiction to adjudicate such matters lies in the local, state and federal courts for Lorain County, Ohio and the parties further agree to submit to the personal jurisdiction of such courts.

16) **Notices and Communications.** All notices, requests, demands or other communications under or in connection with this Agreement must be in writing and sent to the other party at the address contained herein below by: a nationally recognized courier (effective when delivered); electronic or facsimile transmission (effective when received); or certified U.S. Mail, postage prepaid, return receipt requested (effective on the date such receipt is acknowledged).

17) **Counterparts.** This Agreement may be executed in counterparts, each of which when executed and delivered shall be deemed an original. All of such counterparts shall constitute one and the same instrument and any copy, facsimile or digital signatures shall be considered as and be treated the same as original signatures.

INTENDING TO BE LEGALLY BOUND, Client and Hunter have executed this Agreement by and through their duly authorized officers on the dates set below their signatures.

Hunter International, Inc.	**Client**
By:_____	By:_____
Name:_____	Name:_____
Title:_____	Title:_____
Date:_____	Date:_____
Address: 37779 Chester Rd. Avon, OH 44011	Address:_____
Phone: (440) 389-0023	Phone:_____

APPENDIX A – (1) Professional Placement

1. Professional Placement Services:

- Hunter will use its best efforts to locate candidates meeting Client's needs and complete the testing requested by Client related to the candidates.
- Hunter cannot and does not guarantee either the performance of any candidate or any testing results.
- Hunter will, upon Client's written request, share the results of any testing with Client's designated personnel.
- Client agrees to keep confidential the identities of candidates and related information and to use the information solely for the purpose of considering the candidate, in accordance with Ohio Public Records Act O.R.C. §149.43.
- Client agrees to accept a candidate only through Hunter, unless Client can confirm by written documentation that the candidate had been directly contacted and was in the active consideration process by Client on the day of Hunter's submittal of the candidate's profile.
- For twelve (12) calendar months after Hunter's submission of a candidate's resume to Client ("Active Referral Period"), Client agrees to keep the candidate's resume on file and agrees to pay Hunter the Placement Fee (defined below) if Client hires such candidate within the Active Referral Period.

2. Fees for the Services:

- Client agrees to pay Hunter 25% of the base annual salary of each candidate referred to Client and successfully placed within a Client position ("Placement Fee").
- Once a candidate commences employment with Client ("Commencement Date"), Hunter will submit an invoice to Client for the Placement Fee and Client agrees to pay the same within thirty (30) days of the date of the invoice, in accordance with Section 2 of this Agreement.
- If a candidate leaves Client or is terminated for any reason (other than due to a business-initiated reduction-in-force and/or the revelation of previously unknown candidate background issues) within 30 days after the placement, Hunter will attempt to fill the position with another candidate and if that is not successful, then Hunter will refund the Placement Fee to Client provided that Client has paid Hunter all fees owed (including the placement fee) according to the payment terms outlined in this Agreement. In that event, Client acknowledges and agrees it cannot and will not re-hire the candidate within twelve (12) calendar months of his/her leaving or being terminated.

Agreed to by Client and Hunter by and through their authorized representatives as of ____/____/____.

_____ _____

Client Authorized Representative **Hunter** Authorized Representative

hirecruiting.com

37779 Chester Road
Avon, OH 44011

APPENDIX A – (2) Temporary Personnel

1. Temporary Personnel Services:

Hunter will, to the best of its ability, provide Client with such personnel as Client requests in writing ("Assigned Employees") including:

- recruit, screen and interview candidates based on Client's staffing request (which includes job requirements, tasks, duration, wage rate/range, etc.) and present the same to Client for consideration;
- hire the candidates selected by Client as Assigned Employees to work under Client's supervision at the location(s) specified by Client;
- pay the Assigned Employees wages and provide benefits as determined by Hunter in its sole discretion;
- pay, withhold, and transmit payroll taxes; provide unemployment insurance and workers' compensation benefits; and handle unemployment and workers' compensation claims involving the Assigned Employees;
- inform the Assigned Employees that they are not entitled to holidays, vacations, disability benefits, insurance, pensions, or retirement plans, or any other benefits offered or provided by Client;
- as directed by Client in writing, require the Assigned Employees to sign confidentiality agreements before they begin their assignments;
- as directed by Client in writing, order background checks and drug screens according to Client's specifications;
- comply with all federal, state and local labor, employment and health care laws and regulations applicable to the Assigned Employees, which are not the responsibility of Client;
- as necessary and in coordination with Client, inquire about the working conditions to which the Assigned Employees will be exposed at Client's worksite and physically inspect the worksite and work processes to assess any potential worksite hazards to the Assigned Employees;
- as necessary and in coordination with Client, conduct post-accident/incident investigations; audit Client's safety and training records; review and address the Assigned Employees work performance issues; and enforce Hunter's employment policies relating to the Assigned Employees conduct at the worksite; and
- the Assigned Employees provided by Hunter to Client shall be considered, for all purposes (including, without limitation, unemployment compensation, fringe benefit payments, FICA/Federal/State tax withholding, workers compensation) employees of Hunter unless designated otherwise by Hunter.

Client understands and agrees that Hunter cannot guarantee that all of Client's requests will be fulfilled nor do Client's requests become an obligation of Hunter to provide all such requested personnel.

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37779 Chester Road
Avon, OH 44011

2. **Client's Responsibilities:** Client acknowledges and agrees that it will:

- select candidates to fulfill staffing requests based on and in accordance with Hunter submittals;
- be solely responsible for the direction, supervision and control of the Assigned Employees and for protecting, safeguarding and insuring Client's premises, processes, systems, operations, products, services and intellectual property during the term of the placement. For this reason, Hunter is not and will not be liable for any loss, costs, damage or injury caused by Assigned Employees to any person, entity, product or property of Client or at Client's worksite during the placement. Client will have no right of offset against amounts due to Hunter as a result of any such incident or occurrence;
- not permit Assigned Employees to operate any vehicle or mobile equipment or entrust Assigned Employees with unattended premises, cash, checks, keys, credit cards, merchandise, confidential or trade secret information, negotiable instruments, or other Client valuables without Hunter's express prior written approval and written documentation that Hunter and its Assigned Employees are additional insureds on Client's applicable insurance policies;
- properly supervise, train and provide protective and safety equipment to the Assigned Employees in the same manner as it does for its own employees and provide Assigned Employees with a safe worksite and working conditions that comply with all Occupational Safety and Health Administration laws and regulations and all other applicable federal, state and local laws;
- immediately stop work if any Assigned Employee is in imminent danger of injury; report all Assigned Employee injuries to the Hunter Safety Line (440-389-0023 x142) immediately and record the incident on Client's OSHA log as required;
- not transfer any Assigned Employees to another staffing company (or similar firm/agency to Hunter) that is also working for Client;
- not change Assigned Employees' job duties, position and/or worksite without Hunter's express prior written approval;
- exclude Assigned Employees from Client's benefit plans, policies, and practices, and not make any offer or promise to Assigned Employees' relating to compensation or benefits;
- reimburse Hunter for all background checks and drug screens related to the Assigned Employees, regardless of the outcome and/or if Client decides not to move forward after selecting a candidate;
- be billed by Hunter and pay for all paid time off for the Assigned Employees as mandated by applicable federal, state or local laws, rules, ordinances and regulations applicable to Client;
- be billed by Hunter and pay for a full four (4) hours of time worked even if Client limits an Assigned Employee's workday to fewer than four (4) hours, unless otherwise agreed by Hunter in writing; and
- be billed by Hunter and pay for all overtime worked by the Assigned Employees at the rate of two (2) times Hunter's base rate for Sunday and Holiday overtime, and one and one-half (1.5) times Hunter's rate for all other overtime.

3. **Rates/Fees for the Services:**

- Client agrees to pay Hunter the rates stated in the submittal for each Assigned Employee.
- Client also agrees to pay Hunter the amount of any and all new or increased costs associated with the Assigned Employees that Hunter is legally required to pay.

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37779 Chester Road
Avon, OH 44011

- Hunter will invoice Client for the Services on a bi-weekly basis and Client agrees to pay the same within thirty (30) days of the date of the invoice, in accordance with Section 2 of this Agreement.

4. **Hiring Assigned Employee.** Client, or an entity affiliated with Client, may hire any Assigned Employee on a full-time basis at any time during the term of this Agreement provided:

1. Client notifies Hunter in writing of its decision to hire the Assigned Employee;
2. Client continues to pay Hunter for the Assigned Employee in accordance with this Agreement until he/she is formally hired as an employee of Client;
3. Client pays all outstanding invoices in full prior to hiring the Assigned Employee; and
4. Before the Assigned Employee's first day of employment with Client, Client pays Hunter the applicable conversion fee of 20% of base annual salary.
5. Client acknowledges and agrees that the foregoing conversion fee will also be due to Hunter if Client hires an Assigned Employee within twelve (12) months of the Assigned Employee's termination or completion/end of assignment with Client, for any reason.

Agreed to by Client and Hunter by and through their authorized representatives as of ____/____/____.

_____ _____

Client Authorized Representative Hunter Authorized Representative

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HUNTER RECRUITING

APPENDIX A – (3) Retained Search

1. Retained Search Services:

- For ninety (90) calendar days after Client requests Retained Search Services for an open position ("Retained Search Period"), Hunter will use its best efforts to search for, locate, screen and test candidates who are interested in and meet the written requirements for the open position ("Suitable Candidate") and will submit the same to Client for consideration.

- Hunter will, upon Client's written request, share the results of any testing with Client's designated personnel.

- Client agrees to keep confidential the identities of candidates and related information and to use the information solely for the purpose of considering the candidate, in accordance with Ohio Public Records Act O.R.C. §149.43.

- Client agrees to accept a candidate only through Hunter, unless Client can confirm by written documentation that on the day of Hunter's submission of the candidate's profile, the candidate had already been directly contacted by Client and was in the active consideration process by Client.

2. Fees for Retained Search Services (per open position):

In consideration of the Retained Search Services, Client agrees to pay Hunter a sum equal to thirty percent (30%) of the compensation target for each open position ("Retained Search Fee") in three installments as follow:

1st payment: one-third (1/3) of the Retained Search Fee, which will be invoiced by Hunter upon execution of this Agreement;
2nd payment: one-third (1/3) of the Retained Search Fee, which will be invoiced by Hunter after presenting two or more Suitable Candidates;
3rd payment: one-third (1/3) of the Retained Search Fee, which will be invoiced by Hunter upon Client's hiring of a Suitable Candidate within twelve (12) months after Hunter's submission of the Suitable Candidate's resume to Client.

Client agrees that the above-stated first and second payments are non-refundable and may be retained by Hunter whether or not Client hires a Suitable Candidate presented by Hunter.

The Retained Search Period may be extended upon mutual written agreement of the parties and Client's payment of Hunter's Extended Search Fee in the amount of $_____.

Client agrees to pay Hunter's invoices within thirty (30) days of the date of the invoice and in accordance with Section 2 of this Agreement.

If the Suitable Candidate hired by Client resigns or is terminated for any reason (other than due to a business-initiated reduction-in-force and/or the revelation of previously unknown candidate background issues) within thirty (30) days after placement, Hunter will attempt to fill the position with another candidate and if that is not successful, then Hunter will refund the third payment of the Retained Search Fee to Client. In that event, Client acknowledges and agrees it cannot and will not re-hire such former employee within twelve (12) calendar months of his/her resignation/termination.

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Avon, OH 44011

3. Expenses.

Reasonable travel expenses including transportation, meals, lodging and related expenses incurred by a Suitable Candidate will be reimbursed by Client provided Client has pre-approved such expense and Suitable Candidate provides receipts for the same.

Hunter may request reimbursement from Client for expenses incurred directly in connection with the Retained Search Services which are pre-approved by Client and are supported by applicable receipts.

Agreed to by Client and Hunter by and through their authorized representatives as of ____/____/____.

_____ _____

Client Authorized Representative Hunter Authorized Representative

APPROVED AS TO LEGAL FORM:

_____

Director of Law
City of Avon Lake, Ohio

Certificate of the Director of Finance. I hereby certify that the amount required to meet the City's obligations under this Agreement has been lawfully appropriated and is in the treasury or in the process of collection to the credit of an appropriate fund free from any previous encumbrance.

By:_____

Name:_____

Date:_____

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37779 Chester Road
Avon, OH 44011

PROFESSIONAL SERVICES AGREEMENT BETWEEN
AVON LAKE REGIONAL WATER
AND
RAFTELIS FINANCIAL CONSULTANTS, INC.

This Consulting Agreement ("Agreement") is entered into this 2nd day of October 2026 (hereinafter referred to as the effective date of the agreement) by and between, the Avon Lake Board of Municipal Utilities d/b/a Avon Lake Regional Water by and through the City of Avon Lake (the "Client") and Raftelis Financial Consultants, Inc., 227 W. Trade Street, Suite 1400, Charlotte, NC 28202 ("Raftelis").

Witnesseth

WHEREAS, Raftelis is engaged and experienced in public finance, management, and pricing, and service delivery, and WHEREAS, The Client desires to hire Raftelis and Raftelis agrees to provide services to the Client, NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree to the terms and conditions set forth herein.

Article 1 – Statement of Work

Raftelis shall provide on-call professional consulting Executive Recruitment and Staffing Services for Client. Raftelis will perform the services as set forth in its proposal sent to Client dated August 10, 2026, and included herein as Attachment A, the "Scope."

Article 2 – Time for Completion

This Agreement will commence upon approval by the Client and remain in effect for a period of one year. Further renewals of this Agreement are at the option of and shall be mutually agreed to by the Parties.

Article 3 – Compensation

Client shall pay to Raftelis a fixed fee by position type, which includes professional fees and direct expenses incurred in performing the Scope of services. The parties understand that this sum is based upon the Scope of work contained herein at Raftelis' current standard hourly rate schedule. Any expansion of the Scope of work by the Client shall involve discussion of and agreement about additional fees and time by both parties.

Raftelis shall submit invoices to the Client on a monthly basis for services rendered to the date thereof. Such invoices shall be supported by appropriate documentation; at a minimum, the task performed, the individuals working on such task, the level of each such individual, and expenses incurred. Each invoice

will contain all hours and expenses from Raftelis for the month. Upon receipt of monthly invoice, the Client will remit payment of same amount to Raftelis within 30 days.

Article 4 – Additional Services

At the Client's request, Raftelis may submit proposals for additional professional services. Each proposal submitted shall detail: (1) Scope of work for the additional services; (2) period of services to be performed; and (3) method and amount of compensation. The Client shall provide written acceptance and authorization to Raftelis prior to the commencement of work on any proposed additional services. Each proposal for additional services accepted and approved by the Client shall become part of this Agreement and shall be governed by the terms and conditions contained herein.

Article 5 – Place of Performance

Raftelis shall be responsible for maintaining its own office facilities and will not be provided with either office facilities or support by the Client.

Article 6 – Indemnification

Raftelis hereby agrees to indemnify and defend the Client, its officers, directors, managers, and employees ("Indemnified Party" or "Indemnified Parties") and to hold the Indemnified Parties harmless against third party claims, costs, and expenses, including reasonable attorney's fees, action, or demands against the Indemnified Parties and against damages for injury to or death of any person and for loss of or damage to all property caused by the negligent acts, errors, or omissions of Raftelis in performing this Agreement, except to the extent the claims, demands, liabilities, cost, and expenses are caused by the negligent acts, errors, or omission of an Indemnified Party.

Article 7 – Insurance

Raftelis shall maintain the types and levels of insurance during the life of this Agreement as specified below. The Client will be named as additional insured on Raftelis' Certificates of Insurance and Raftelis will provide the Client with these Certificates of Insurance.

Commercial General Liability Insurance – $1,000,000 for each occurrence and $2,000,000 in the aggregate

Comprehensive Automobile Liability Insurance – $1,000,000 combined single limit each occurrence – hired and non-owned only

Workers Compensation Insurance – Statutory limits

Professional Liability Insurance – $5,000,000 occurrence and $5,000,000 in excess

Excess or Umbrella Liability – $5,000,000 occurrence and $5,000,000 in the aggregate

Cyber Security – $5,000,000

Article 8 – Confidential Information

Raftelis acknowledges and agrees that in the course of the performance of the services pursuant to this Agreement, Raftelis may be given access to, or come into possession of, confidential information from the Client, of which information may contain privileged material or other confidential information. Raftelis acknowledges and agrees, except as required by judicial or administrative order, trial, Ohio Public Records Act O.R.C. §194.43 or other governmental proceeding, that it will not use, duplicate, or divulge to others any such information marked as "confidential" disclosed to Raftelis by the Client ("Confidential Information") without first obtaining written permission from the Client. All tangible embodiments of such information shall be delivered to the Client or the destination of such information by Raftelis requested by the Client. The Client acknowledges Raftelis has the right to maintain its own set of work papers, which may contain Confidential Information.

Article 9 – Independent Contractor Status

It is understood and agreed that Raftelis will provide the services under this Agreement on a professional basis as an independent contractor and that during the performance of the services under this Agreement, Raftelis' employees will not be considered employees of the Client within the meaning or the applications of any federal, state, or local laws or regulations including, but not limited to, laws or regulations covering unemployment insurance, old age benefits, worker's compensation, industrial accident, labor, or taxes of any kind. Raftelis' employees shall not be entitled to benefits that may be afforded from time to time to Client employees, including without limitation, vacation, holidays, sick leave, worker's compensation, and unemployment insurance. Further, the Client shall not be responsible for withholding or paying any taxes or social security on behalf of Raftelis' employees. Raftelis shall be fully responsible for any such withholding or paying of taxes or social security.

Article 10 – Reliance on Data

In performance of the services, it is understood that the Client and/or others may supply Raftelis with certain information and/or data, and that Raftelis will rely on such information. It is agreed that the accuracy of such information is not within Raftelis' control and Raftelis shall not be liable for its accuracy, nor for its verification, except to the extent that such verification is expressly a part of Raftelis' Scope of services.

Article 11 – Standard of Performance

Raftelis will perform the services under this Agreement in accordance with the standard of professionals in its industry prevailing at the time and place the services are performed. Raftelis' opinions, estimates, projections, and forecasts of current and future costs, revenues, other levels of any sort, and events and

estimates of cost-justified system development fees shall be made on the basis of available information and Raftelis' expertise and qualifications as a professional. Raftelis will perform the Scope of services in conformance with the professional standards in its field of expertise prevailing at the time and place the Scope of services are performed. Raftelis does not warrant or guarantee that its opinions, estimates, projections or forecasts of current and future levels and events will not vary from the Client's estimates or forecasts or from actual outcomes. Raftelis identifies costs, allocates costs to customer classes and provides rate models. It does not establish rates, which is the legislative responsibility of the Client.

Article 12 – No Consequential Damages

To the fullest extent permitted by law, neither party shall be liable to the other for any special, indirect, consequential, punitive or exemplary damages resulting from the performance or non-performance of this Agreement notwithstanding the fault, tort (including negligence), strict liability or other basis of legal liability of the party so released or whose liability is so limited and shall extend to the officers, directors, employees, licensors, agents, subcontractors, vendors and related entities of such party.

Article 13 – Termination of Work

This Agreement may be terminated as follows:

1. **By Client.** (a) for its convenience on 30 days' notice to Raftelis; or (b) for cause, if Raftelis materially breaches this Agreement through no fault of Client and Raftelis neither cures such material breach nor makes reasonable progress toward cure within 15 days after Client has given written notice of the alleged breach to Raftelis.

2. **By Raftelis.** (a) for cause, if Client materially breaches this Agreement through no fault of Raftelis and Client neither cures such material breach nor makes reasonable progress toward cure within 15 days after Raftelis has given written notice of the alleged breach to Client; or (b) upon five days' notice if Work under this Agreement has been suspended by either Client or Raftelis in the aggregate for more than 30 days.

3. **Payment upon Termination.** In the event of termination, Raftelis shall be compensated for all work properly performed prior to the effective date of termination.

(Remainder of page intentionally left blank)

Article 14 – Notices

All notices required or permitted under this Agreement shall be in writing and shall be deemed deliverable when delivered in person or deposited in the United States mail, postage prepaid, addressed as follows:

If for the Client:

Robert K. Munro, Chief Utilities Executive
Avon Lake Regional Water
201 Miller Road
Avon Lake, OH 44012

If for Raftelis:

Catherine Tuck Parrish, Senior Vice President
Raftelis Financial Consultants, Inc.
227 W. Trade Street
Suite 1400
Charlotte, NC 28202

Article 15 – Ownership of Work Product

All documents, data, compilations reports and studies prepared by Raftelis in performing the Scope of services shall be the property of the Client; provided that any use other than as contemplated in this Agreement or any alteration or modification of the Work Product shall be at the sole risk of Client, and Nothing contained herein shall be deemed an assignment, transfer, or divestiture of its use by Raftelis of any of its trade secrets, know-how, or intellectual property.

Article 16 – Compliance with Applicable Laws

Raftelis is an equal opportunity employer and complies with all federal, state, and local fair employment practices laws. Raftelis strictly prohibits and does not tolerate discrimination against employees, applicants, or any other covered persons because of race, color, religion, national origin or ancestry, gender identity, sexual orientation, marital status, sex, pregnancy, age, disability, past, current, or prospective service in the uniformed services, or any other characteristic protected under applicable federal, state, or local law. All Raftelis employees, other workers, and representatives are prohibited from engaging in unlawful discrimination. This policy applies to all terms and conditions of employment, including, but not limited to, hiring, training, promotion, corrective action, compensation, benefits, and termination of employment.

Any act of discrimination committed by Raftelis in the course of its performance under this Agreement, or failure to comply with these statutory obligations when applicable, shall be grounds for termination of this Agreement.

Article 17 – General Provisions

A. Entire Agreement: This Agreement represents the entire and sole agreement between the Parties with respect to the subject matter hereof.

B. Waiver: The failure of either Party to require performance by the other of any provision hereof shall in no way affect the right to require performance at any time thereafter, nor shall the waiver of a breach of any provision hereof be taken to be a waiver of any succeeding breach of such provision or as a waiver of the provision itself. All remedies afforded in this Agreement shall be taken and construed as cumulative; that is, in addition to every other remedy available at law or in equity.

C. Relationship: Nothing herein contained shall be construed to imply a joint venture, partnership, or principal-agent relationship between Raftelis and the Client; and neither Party shall have the right, power, or authority to obligate or bind the other in any manner whatsoever, except as otherwise agreed to in writing.

D. Assignment and Delegation: Neither Party shall assign this Agreement or any rights, duties, or obligations hereunder without the express written consent of the other. Subject to the foregoing, this Agreement shall inure to the benefit of and be binding upon the successors, legal representatives, and assignees of the Parties hereto.

E. Severability: If any provision of this Agreement is declared invalid or unenforceable, such provision shall be deemed modified to the extent necessary to render it valid and enforceable. In any event, the unenforceability or invalidity of any provision shall not affect any other provision of this Agreement, and this Agreement shall continue in force and effect, and be construed and enforced, as if such provision had not been included, or had been modified as above provided, as the case may be.

F. Governing Law: This Agreement shall be governed by, and construed in accordance with, the laws of the State of Ohio.

G. Paragraph Headings: The paragraph headings set forth in this Agreement are for the convenience of the Parties, and in no way define, limit, or describe the Scope or intent of this Agreement and are to be given no legal effect.

H. Third Party Rights: Nothing in this Agreement shall be construed to create or confer any rights or interest to any third party or third-party beneficiary. It is the intent of the parties that no other outside, non-party claimant shall have any legal right to enforce the terms of this Agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement by their duly authorized representatives.

By: _____
Signature

_____
Title

_____
Date

Raftelis Financial Consultants, Inc.

By: Catherine McPartland
Signature

Senior Vice President
Title

October 2, 2026
Date

The following is for billing purposes only. Raftelis will submit invoices to the Client as outlined in Article 3 and in the Statement of Work using the following information:

_____
Name

_____
Title

_____
Email

_____
Phone

APPROVED AS TO LEGAL FORM:

_____

Director of Law
City of Avon Lake, Ohio

Certificate of the Director of Finance. I hereby certify that the amount required to meet the City's obligations under this Agreement has been lawfully appropriated and is in the treasury or in the process of collection to the credit of an appropriate fund free from any previous encumbrance.

By:_____

Name:_____

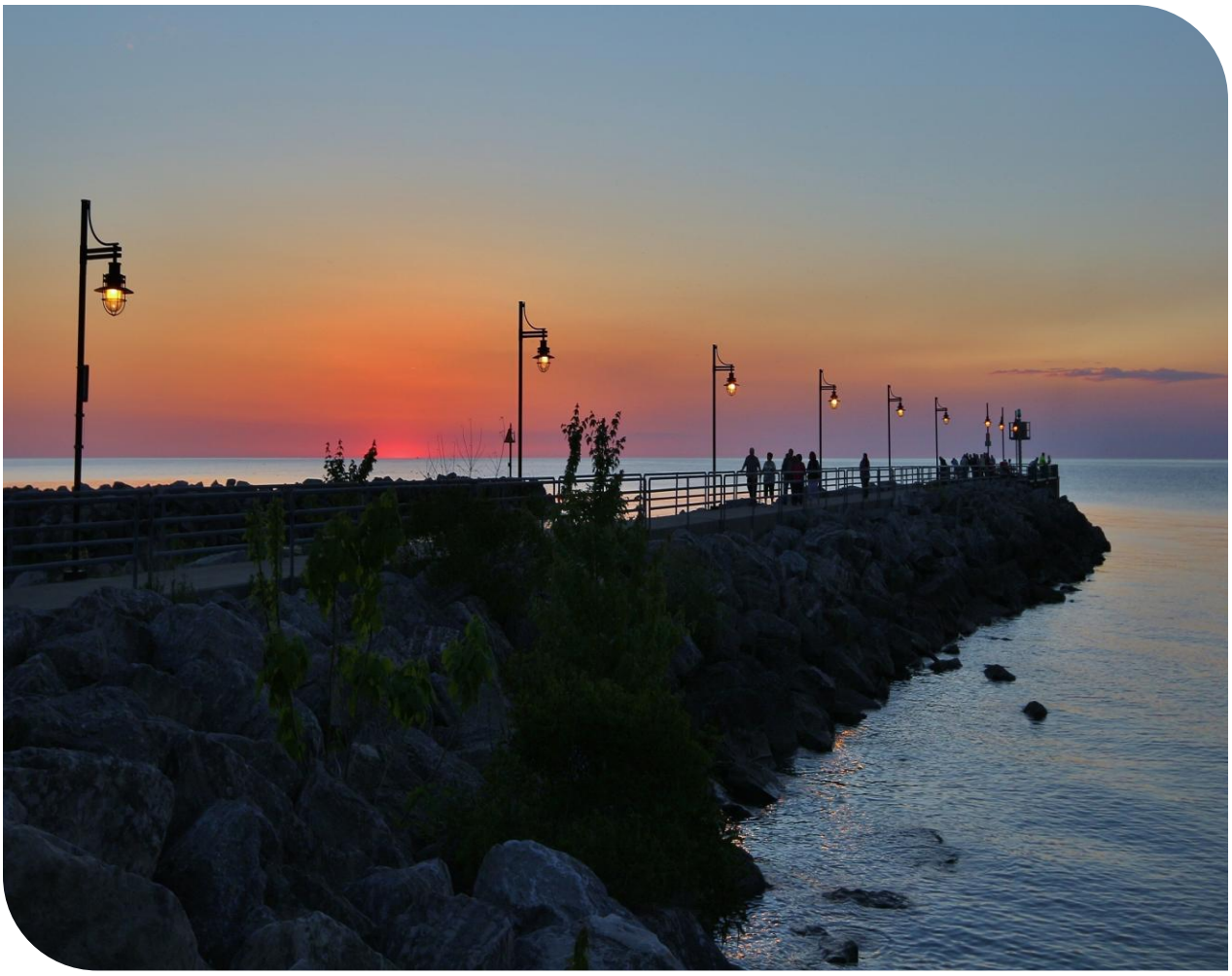
Date:_____

RAFTELIS

Avon Lake Regional Water

Executive Recruitment – Business Development Director

OCTOBER 6, 2026



Who We Are

RAFTELIS HELPS LOCAL GOVERNMENTS AND UTILITIES THRIVE.

Public sector leaders partner with Raftelis to plan for the future, identify top talent, improve their organization's financial condition, and tell their story. We've helped more than 800 organizations in the last year alone. Our team includes former local government and utility management leaders with decades of hands-on experience running successful organizations. Raftelis provides expertise and insights that help bring about the innovation and improvements that our clients seek. Please visit **raftelis.com/capabilities** to learn more about the full array of services we provide.

We believe that our Executive Recruitment team is the *right fit* for your search. We provide customized services that will benefit your organization and make this recruitment a success.

RESOURCES AND EXPERTISE: With more than 190 consultants, Raftelis has one of the largest local government management consulting practices in the nation. Our executive recruitment team includes six experienced, full-time recruiters and two talented recruitment specialists. As a firm, we have successfully provided executive recruitment services to local governments and utilities across the country since 2010.

DECADES OF COLLECTIVE EXPERIENCE: Our recruiters and subject matter experts have decades of experience in leading public sector organizations across the country. They have served in a wide range of positions, from city manager to human resources director to housing director, and many other essential leadership roles.

PERSONALIZED SERVICE FROM SENIOR-LEVEL RECRUITERS: You appreciate it when deadlines are met, phone calls are returned, and your team, as well as your newly placed employee, feel valued and heard throughout the recruitment process. While other firms may assign your business to junior-level staff, our clients and candidates receive personalized service from our seasoned recruiters.

NICHE EXPERTISE: Our expertise lies in strengthening public sector organizations. We're specialists rather than generalists, focusing our strengths on delivering results for local governments, utilities, authorities, and special districts across the country.

WATER INDUSTRY EXPERTISE: Our firm possesses an exceptional, 30+ year track record of deep collaboration with the nation's leading water associations, positioning us as a uniquely qualified partner for ALRW's recruitment. While our recruitment team primarily works with member utilities of organizations like National Association of Clean Water Agencies (NACWA), Water Environment Federation (WEF), WaterReuse, and the US Water Alliance, our direct support for these associations makes Raftelis a recognizable and respected name throughout the industry. For instance, we developed NACWA's 50th-anniversary National Record of Achievement and created their PFAS communication tools, and our team members served as editor and author for WEF's Manual of Practice No. 27. These collaborations illustrate our deep relationships across water industry, where our colleagues are regarded as thought leaders and trusted advisors, with many holding significant leadership roles such as WEF Board President and American Water Works Association (AWWA) Division Chair. Every recruitment led by our team is enhanced by the broad and deep professional networks of our firm's 190+ consultants, providing access to the most qualified candidates across the water sector nationwide.

KEY PROJECT CONTACT

Catherine Tuck Parrish, *Senior Vice President*
Phone: 240.832.1778 / Email: ctuckparrish@raftelis.com

Proposed Scope of Work

THE FOLLOWING PROVIDES A DETAILED DESCRIPTION OF OUR WORK PLAN THE BUSINESS DEVELOPMENT DIRECTOR

We will conduct a kick-off meeting with the CEO to discuss the overall recruitment process and timeline. We will then conduct up to two additional meetings with key staff (including the direct reports to the director) to understand everyone's unique perspective on the desired skills and experiences needed. During this process of engagement, we will discuss not just the technical skills needed for the Business Development Director, but also what makes the right organizational fit in terms of traits and experiences.

Based on the information gathered in our meetings, we will develop a recruitment plan that focuses on Ohio, the Great Lakes region, and extends across the country. We will prepare a position profile unique to ALRW. This profile drives the recruitment. It focuses our efforts on the most capable candidates and helps us encourage them to pursue the position. We understand that some technical positions require specific licenses and/or certifications. We will work with ALRW to identify ways to cast a wider net of candidates, when possible.

We will also develop first-year goals for the successful candidate for all leadership/management positions. These goals will ensure that the applicants know what is expected of them, that ALRW has clearly identified objectives for the position, and that the successful candidate can hit the ground running with an actionable work plan. Once drafted, we will review the recruitment plan, brochure, and first-year goals with the hiring manager.

DELIVERABLES:

- Recruitment plan and brochure, including first-year goals **(Time: 2-3 weeks)**

Activity 2 – Conduct Outreach and Initial Screening

Within the recruitment plan, we will identify targeted states and metro areas for our comprehensive outreach efforts. We will place advertisements with national, state, and regional professional organizations, which may include the following, as well as additional relevant sites identified in the recruitment plan:

- American Water Works Association (AWWA)
- National Association of Clean Water Agencies (NACWA)
- Other relevant professional associations
- State chapters of national associations
- American Public Works Association (APWA)

We will directly contact highly qualified applicants in our extensive candidate database and across our firm's nationwide professional networks. We will utilize LinkedIn and other marketing and sourcing tools to broaden our reach. In our experience, this combination of direct outreach is the most effective way to reach top candidates, especially those who are not currently in the job market but may consider this senior leadership opportunity with ALRW.

As applications are received, we will acknowledge each one and provide all applicants with timely updates on their status. We screen each applicant against the ideal candidate profile and conduct interviews via phone or videoconference with those applicants who most closely meet the profile of the successful candidate for each position. We will then meet with the CEO to review a summary of the full applicant pool and details on the most qualified candidates with the skills and experience to succeed in the position. Based on this review, ALRW will finalize a list of candidates to invite for semi-final interviews.

DELIVERABLES:

- Placement of advertisements and candidate review meeting materials **(Time: 4-6 weeks)**

Activity 3 – Support Interviews and Selection

We will collaborate with you to design and facilitate a multi-step interview process and prepare customized interview questions. We will provide candidate information will be provided for the semi-final and final interview rounds, and we will conduct pre- and post-interview briefings with all those involved. It is our standard practice to conduct semi-final interviews virtually. Our team will be on-site with you for final interviews, which will be held in-person. We will coordinate scheduling logistics and provide candidates with all relevant details, including any travel policy requirements. We will work with a primary point of contact at ALRW for scheduling, including suitable venues for all in-person interview events. Any travel expenses for the finalists, if applicable, will be borne and reimbursed directly by ALRW. We will provide reference checks with their current and former supervisors and direct reports, and conduct a background check on the top finalist.

DELIVERABLES:

- Semi-final, final interview materials, references, and background check on top candidate **(Time: 4-5 weeks)**

Cost

The total fixed fee to complete this recruitment is $35,600,

The fee reflects our firm's standard practice of conducting all meetings virtually until final interviews, when the Lead Recruiter will be on-site, in-person for finalist interviews. Should you wish to include additional in-person meetings in the scope of this search, those adjustments may be discussed with the Lead Recruiter during the search kickoff meeting. For additional in person meetings, the cost will increase this fixed fee by up to $2,500 per trip (one trip includes on-site in-person activities with the Lead Recruiter for up to one full business day).

Additional costs incurred directly by ALRW are as follows:

Advertising	At cost, approximately $2,500 (estimate provided in recruitment plan)
Background check	At cost, estimated at $500-600/candidate

Finalists travel costs will be reimbursed directly by ALRW.

Finalists' interview travel	Variable based on the number and geographic location of finalists. These expenses are borne and reimbursed directly to finalists by ALRW

The fixed fee will be invoiced as follows:

Activity 1 – $7,252	After the delivery of the recruitment plan and brochure.
Activity 2 – $15,652	After the candidate review meeting and semi-finalist selection.
Activity 3 – $12,696	After the final interviews are completed.

Additional fees for focus groups:

Two Community Focus Groups	$4,000 for both groups held on the same day virtually (add $1,000 if in person)
Focus Group (internal or external)	$2,500/focus group held virtually (add $1,000 if in person)

Within six months of the final interview process, should an additional candidate be hired by the ALRW from the pool of candidates presented by Raftelis for this search, the additional fee shall be $15,000.

ATTACHMENT A

SCOPE OF SERVICES

REDUNDANCY AND FUTURE CAPACITY PLAN

AMENDMENT #9

CENTER ROAD WATER STORAGE TANK DESIGN AND BIDDING

October 2026

The Scope of Services set forth herein defines the work to be performed by HDR. Both Avon Lake Regional Water (ALRW) and HDR have attempted to clearly define the work to be performed and address the needs of the Project.

This document includes a new task – Task 10. CENTER ROAD WATER STORAGE TANK DESIGN AND BIDDING.

SERVICES TO BE PERFORMED

Note: Tasks 1 through 9 are detailed under the original contract and previous project amendments.

Task 10. Center Road Water Storage Tank Design and Bidding

Avon Lake Regional Water is planning to design, bid, and construct a new 3.0 million gallon (MG) elevated water storage tank. The planned improvement is Alternative 4 (Center Tank) within the Water Master Plan, dated April 2026. The tank will be located on a 12-acre parcel that ALRW is currently in the process of acquiring, near the Avon Center Road Pump Station, southwest of the intersection of Center Rd and Eastern Transmission Line (ETL) 1. The physical address of the parcel is 850 Center Road, Avon, OH 44011.

The new water storage tank will be designed to 'float' on the ALRW Retail System, as well as supply the City of Avon's water distribution system. The tank will also be designed to supply the new and existing ETL1 pipelines through a new emergency interconnect and emergency booster pump station (BPS).

Based on the Water Master Plan, the tank is estimated to be 95 ft tall with a diameter of 106.5 ft. Further, approximately 840 ft of 12-in pipeline and approximately 900 ft of 16-in pipeline in Center Rd from Pin Oak Parkway to the water storage tank connection is recommended to be upsized. The Master Plan also estimates the proposed emergency BPS capacity to be 10.5 MGD. As further detailed below, all tank and ancillary infrastructure sizing criteria defined in the Master Plan will be confirmed during Preliminary (30%) Design.

The general arrangement of the planned improvements is shown in Figures 1 and 2. However, since the date that these figures were prepared, the preferred location for the new water storage tank has shifted to the western side of the parcel and all piping will be upsized to 24-inches.

Additionally, the nature of the supply to the City of Avon's water distribution system has not yet been finalized. As such, ALRW is planning to provide a capped pipe for future connection.

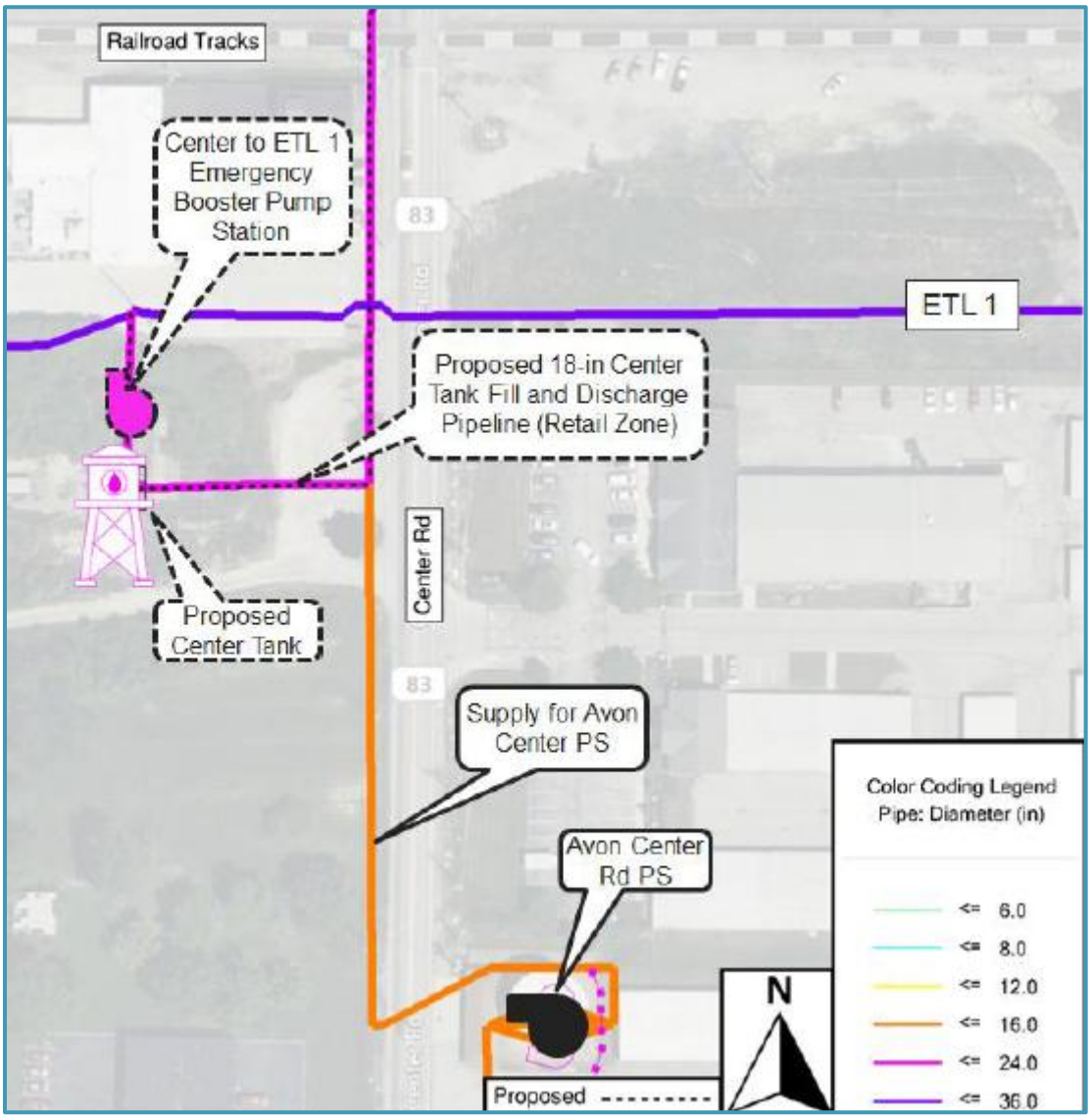


Figure 1 – Center Road Tank Improvements System Schematic (Water Master Plan, April 2026)

Figure 2 – Center Road Tank Distribution System Improvements (Water Master Plan, April 2026)

HDR will assist ALRW with design and bid phase services for this work as described herein. It is anticipated that construction phase services may be authorized in the future upon successful bidding and award of the construction contract.

Subtask 10.1 Project Management

For this subtask, HDR will provide the following services:

- Provide team management and project control throughout the task duration, including budget and invoice management, schedule monitoring and updating, and resource management and allocation based on subtask schedules and activities.

- Provide subtask planning consisting of the Project Management Plan for the project, which will document subtask activities, constraints, guidelines, schedule, budget, and procedures. Maintain, update, and distribute Project Management Plan as activities dictate.

- Attend one Task Kickoff Meeting and site visit with ALRW to observe and document existing conditions. The Meeting and site visit are expected to last four hours total and will occur on the same day. HDR's Project Manager and one Project Engineer will attend. The site visit will include a trip to the Walker Road Water Tower, as well, given the new water storage tank site is assumed to have similar features. HDR will note ALRW's preferences during the discussions.

- Conduct monthly progress meetings to review activities completed during the prior month and anticipated for the coming month, provide updated task schedule, and identify key issues that could impact the delivery of the design and bidding.

- Request and compile the background data provided by ALRW in electronic format as available, and hard copy. HDR will provide a list of requested data to ALRW prior to Kickoff Meeting.

- Provide monthly progress invoices for services provided during the prior month.

- Conduct internal quality control activities to provide quality control reviews for drawings, specifications, and other deliverables.

Meetings

1. Kickoff Meeting and Site Visit
2. Monthly Progress Meetings

Deliverables

1. Kickoff Meeting and Site Visit Minutes and Photographs
2. Monthly Progress Meeting Minutes
3. Data Request
4. Monthly Invoices

Subtask 10.2 Field Investigations and Environmental Assessment

10.2.1 Topographic Survey

For this subtask, HDR will provide the following services:

- Engage the services of a surveying subconsultant to perform topographic and utilities site survey of the proposed water tower site. Survey will include 850 Center Road parcel and a 75-ft corridor along Avon Belden Rd/Center Rd for new and replaced piping. See Figure 3 for approximate survey area.

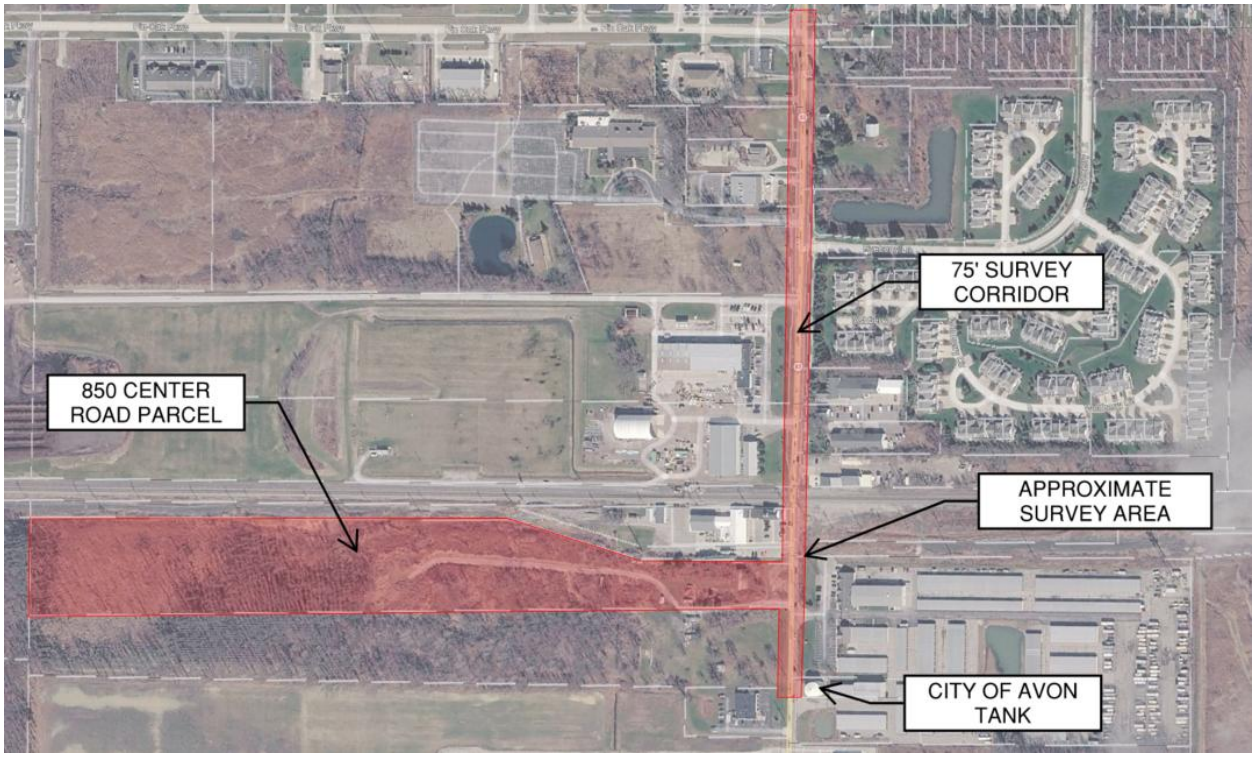


Figure 3 – Approximate Topographic and Site Survey Area

- Subconsultant will locate existing horizontal and vertical control datum and provide appropriate benchmarks.
- Subconsultant will identify and locate visible surface features and adjoining street right-of-way and obtain surface elevations to develop topographic mapping and contours of elevations.
- Subconsultant will develop and implement a traffic control plan.
- Subconsultant will coordinate with railroad, as needed.
- Subconsultant will obtain buried utility locations based upon marked locations by utility companies in the field as well as using drawings provided by utility companies if refused to mark in the field. The fee proposal includes a $10,000 contingency to hydro-excavate along Center Road, as needed, to confirm utility locations and depths based on field direction from ALRW.
- Subconsultant will perform property boundary survey for the property at 850 Center Road. Survey to include property pins.
- Subconsultant will prepare electronic topographic and utilities mapping to be used by HDR for project design.

Deliverables:

1. Electronic topographic and utilities mapping by survey subconsultant
2. GIS datasets with survey information by survey subconsultant

10.2.2 Geotechnical Investigation and Recommendations

For this subtask, HDR will provide the following services:

- Engage the services of a geotechnical subconsultant to drill eleven (11) exploratory borings to the depths identified below to collect samples and perform geotechnical laboratory tests.
    - The drilling program within the parcel will include drilling and sampling of the overburden (roughly 10-feet thick) to the top of rock and then rock coring to a depth of 20-feet below top of rock. This will include:
        - Four (4) borings around the tank perimeter
        - Two (2) borings at the pump station foundation
    - The drilling program will also include:
        - One (1) 100-foot boring at the center of the tank
        - Four (4) 25-foot borings along Center Road corridor to Pin Oak Parkway
- Survey subconsultant will stake boring locations for geotechnical subconsultant at the site.
- The field and laboratory testing results will be compiled into a geotechnical data and design report by the geotechnical subconsultant.
- Geotechnical subconsultant will provide recommendations for design and construction of the tank foundation and driveway pavement section, to be included in the geotechnical data and design report.
- HDR's geotechnical engineers will review the geotechnical data and design report and provide comments and questions to the geotechnical subconsultant.
- HDR will incorporate the final geotechnical recommendations into the Construction Documents for the tank foundation.
- If, during this task, poor soil conditions are discovered that could have a potential negative impact on the foundation design and cost of the tank, HDR will stop progress and meet with ALRW to develop a revised approach.

Deliverables:

1. Geotechnical Data and Design Report by geotechnical subconsultant with excavation and foundation recommendations, along with the geotechnical data (field and laboratory test results, boring logs, GIS data set of boring locations, and a plan of borings).

10.2.3 Environmental Assessment

For this subtask, HDR will provide the following services:

- A desktop environmental review of the new property and areas where piping will be replaced. This study is for environmental needs outside the scope of the ASTM E1527-21 standard, but will also utilize applicable environmental data, mapping, and current regulatory guidance to produce a summary of environmental conditions and concerns.
- HDR will perform a Phase 1 Environmental Site Assessment (ESA) for the new property in general conformance with the ASTM E1527-21. This will include a regulatory database review and subsequent field investigation that will be summarized in a report.
- HDR will conduct a field visit to document jurisdictional waters within the area of the planned work. A wetland delineation will be conducted along with an Aquatic Resources Study report detailing all wetlands and streams.
- HDR will consult digital mapping and data inventory from the Ohio Department of Natural Resources (ODNR) – Division of Wildlife Threatened and Endangered County Species list and the USFWS – IPaC review for federal threatened and endangered species, special concern species, and significant ecological features in the vicinity of planned work area to determine the potential presence of state and federally-protected species. This will be included in the Aquatic Resources Study report as well.
- HDR will conduct a desktop review and initiate coordination with the State Historic Preservation Office (SHPO) as part of this work.

Assumptions:

- An Environmental Assessment (EA) and Phase 2 ESA are not included in this scope of work.
- It is assumed cultural resources field surveys will not be required.

Deliverables:

1. Phase 1 ESA Letter Report (Draft and Final)
2. Aquatic Resource Technical Memorandum (Draft and Final)
3. Cultural Resources Letter Report (Draft and Final)

Subtask 10.3 Preliminary (30%) Design

For this subtask, HDR will provide the following services:

Water Distribution Modeling

- Update model to support final sizing of the Center Road Water Storage Tank.
- Determine tank parameters (overflow elevation, fill and draw flowrates, and pipeline diameters).
- Confirm the existing grade lines, watermains and ETL1 connections. Confirm diameters of watermains to be upsized.
- It is assumed that ALRW's WaterGEMS model will be used and that it is up-to-date representing their existing system (no major deficiencies) and will not require calibration (i.e., more than eight hours of modeling time).

Water Storage Tank Design

- Provide preliminary design drawings and specifications. It is assumed that drawings and specifications will be compiled into two packages:
    a. Package 1: Water tower and work within 50-ft of the tank structure.
    b. Package 2: Pump station and work beyond 50-ft of the tank structure.
- Coordinate with water storage tank contractors to determine preliminary tank dimensions (e.g., diameters of bowl and pillar, head range).
- Develop interior piping and valving scheme.
- Develop interior tank mixing scheme.
- Identify 120/240V power supply needs for interior and exterior lighting, power, instrumentation, and controls.
- Identify Federal Aviation Administration (FAA) requirements for lighting.
- Identify cable management system and antenna mounting rails for possible future cellular antennas, emergency communication antennas, SCADA radio telemetry or fiber communications on the tank and site.
- Maintenance access platforms, ladders, and hatches will be identified.
- SCADA needs will be identified and communicated with ALRW's integrator – SOS Integration. It is assumed that all SCADA integration will be done by others.
- Preliminary design of an above ground pump station up to 10.5 MGD, with a separate electrical room and pump room. Consideration will be given to integrating the pump station into the Tank base and/or to specifying a prepackaged facility (i.e., by EFI

Solutions or other) to be delivered to the site and installed on a concrete foundation by the contractor. Either could potentially provide ALRW with construction cost savings.

- Design of the pump station site shall include a diesel or natural gas fired backup electric generator separate from the pump station with automatic transfer switch located in the pump station electrical room.

Civil/Site Design

- Determine pipeline connection(s) to the tank.
- Determine future interconnections with the existing and planned ETL1 lines. Design water main, valves, fittings, and restraints from tank to determined connection points.
- Upsize approximately ~1,740 feet of existing 12-inch and 16-inch pipeline in Center Road from Pin Oak Parkway to the tank suction connection. It is assumed that this pipeline will be upsized to 24-inches per the ALRW Master Plan (2026).
- Design site grading for positive drainage, including emergency overflow water from the tank by overland flow in open channel/ditch/swale.
- Design stormwater detention facilities as required for site development.
- Design reconstruction of Center Road. HDR will engage the cities of Avon and Avon Lake to obtain existing conditions record information.
- Determine fiber connections from the tank to existing fiber system and include extension of fiber network in the site design.
- Locate electrical and fiber buried service lines to the facilities on the site as necessary.
- Design access driveway and associated drive lighting from Center Road to the tank.
- Design will include security fencing around the tank including automatic gate opener(s). Tank and Pump Station doors will be fitted with key card access control as designed by ALRW's preferred security system vendor – Securitec One.
- Develop erosion control scheme.
- Develop landscaping plan.
- Develop traffic control plan.
- The fee proposal includes approximately $7,500 to support ALRW with local permitting activities including, but not limited to, preparation for and attendance at public hearings, zoning/re-zoning permit application preparation, and/or preparation for and attendance at site development/review meetings, if required for local/City/County approval of the water tower to be constructed at this site.

State, Federal, and Utility Permitting Summary

- HDR will identify state, federal, and utility permitting requirements. Anticipated permits include OEPA Plan Review, OEPA 513 permit, USACOE 404 Permit, environmental permits (e.g., ODNR), utility permits, ODOT permits, archeological and cultural resources approvals or reports, FAA permits, and railroad permits.

Opinion of Probable Construction Cost

- HDR will prepare an Opinion of Probable Construction Cost (OPCC) for each of the improvement packages.
- OPCC will be in accordance with an AACE Class 3 Estimate.

Preliminary Design Technical Memorandum

- Prepare and submit a draft Preliminary (30%) Design Technical Memorandum that encapsulates the activities of this subtask and submit to ALRW for review and comment. HDR assumes ALRW will provide review and comment within 10 business days. ALRW review comments will be provided in a log for HDR to incorporate responses.
- Provide in-house QC review of the Technical Memorandum.
- Present Preliminary Design Technical Memorandum in a 2-hour Review Meeting with ALRW including HDR's Project Manager and one Project Engineer.
- Respond to ALRW's comments and issue final Preliminary Design (30%) Technical Memorandum.
- Provide ALRW with electronic PDF of the Final Technical Memorandum with 30% drawings and OPCC.

Meetings:

1. Preliminary Design Review Meeting

Deliverables:

1. Preliminary (30%) Design Technical Memorandum (Draft and Final)
2. 30% Design Drawings and Specifications – Packages 1 and 2
3. 30% Design OPCC – Packages 1 and 2
4. Permitting Summary
5. Preliminary Design Review Meeting Minutes

Subtask 10.4 Detailed Design (75% and 100%)

For this subtask, HDR will provide the following services:

- Advance the design of the site, tank, and prefabricated pump station with construction plans and technical specifications.
- ALRW Front End Documents (Division 00) will be used. HDR will perform review of ALRW's Front End Documents (Division 00) and provide recommendations.
- Detailed design will include submittals and reviews for 75% design and 100% design (ready for bidding) milestones.

Water Storage Tank Design

- Coordinate with water storage tank contractors to finalize tank dimensions and details.
- Finalize interior piping and valving scheme.
- Finalize interior tank mixing scheme.
- Finalize 120/240V power supply for interior and exterior lighting, power, instrumentation, and controls.
- Finalize FAA requirements for lighting.
- Finalize cable and antenna management system to accommodate cellular service antennas, emergency antennas, SCADA antennas.
- Coordinate with SOS Integration to finalize SCADA design.
- Finalize maintenance access platforms, ladders, and hatches.
- Finalize pump station foundation, electrical service, site piping and backup power generator together with the requirements for the prefabricated pump station design.

Civil/Site Design

- Finalize site grading.
- Finalize stormwater detention facilities.
- Finalize water main, valves, fittings, and restraints.
- Finalize electrical and fiber buried service lines to facilities on the site.
- Finalize PCC concrete driveway, parking areas, and associated lighting.
- Finalize security fencing and gates.
- Finalize erosion control.
- Finalize traffic control plan.

Opinion of Probable Construction Cost

- At 75% milestone, HDR will prepare an OPCC for each design package in accordance with an AACE Class 2 Estimate.
- At 100% milestone, HDR will prepare an OPCC for each design package in accordance with an AACE Class 1 Estimate.

Permitting

- HDR will finalize state, federal, and utility permitting requirements.
- HDR will develop and submit state, federal, and utility permit applications with 100% plans and specifications on behalf of the ALRW to permitting agencies for review, approval, and permit issuance.
- ALRW will pay for permit applications directly to agencies.

Design Presentations

- For each milestone (75% and 100%) HDR will submit construction plans and specifications to ALRW for review and comment. HDR assumes ALRW will provide review and comment within 10 business days. ALRW review comments will be provided in a log for HDR to incorporate responses.
- Provide in-house QC review of each milestone deliverable.
- For the 75% design submittal, HDR will attend a 2-hour 75% Design Review meeting with ALRW including HDR's Project Manager and one Project Engineer.
- HDR will provide ALRW with printed hard copies of final signed and sealed 100% documents (five copies of half-size plans and two bound copies of specifications) as well as electronic PDF files ready for bidding.

Meetings:

1. 75% Design Review Meeting

Deliverables:

1. Comments and optional new language on ALRW's Front End Documents (Division 00)
2. Electronic PDF files of the 75% design drawings, technical specifications, and ALRW Front End Documents (Division 00) – Packages 1 and 2
3. 75% OPCC – Packages 1 and 2
4. 75% Design Review Meeting minutes
5. Electronic PDF files of the 100% construction drawings, technical specifications, and ALRW Front End Documents (Division 00) – Packages 1 and 2
6. 100% OPCC – Packages 1 and 2

7. One official printed hard copy and electronic PDF files of final signed and sealed 100% plans and specifications ready for bidding – Packages 1 and 2

Subtask 10.5 Bid Phase Services

For this subtask, HDR will provide the following services relating to the bid packages:

- Host Pre-Bid Meeting at ALRW facilities.
- Prepare required addenda (anticipated two addenda) containing clarifications and modifications to the bid-ready documents. ALRW will upload all addenda to the electronic bidding platform Bid Express where all bid documents will be maintained.
- Prepare conformed sets of drawings and specifications and submit to ALRW to distribute as necessary.

Assumptions:

- Public outreach and project advertisement will be provided by ALRW, as needed. HDR can attend public meetings and/or provide strategic communications support as a supplemental service.
- ALRW and HDR will correspond with prospective bidders and suppliers, as required.

Meetings:

1. Pre-Bid Meeting

Deliverables:

1. Addenda
2. Conformed drawings and specifications

TIME OF PERFORMANCE

The following durations are anticipated for each work task. A schedule for these activities will be developed upon Notice to Proceed. The professional engineering services fees are based upon the overall task schedule to be completed by January 26, 2028, based on a Notice to Proceed of October 21, 2026.

Task 10. Center Road Water Storage Tank Design and Bidding – 12 months for design and 3 months for bidding

Task 10. Center Road Water Storage Tank Design and Bidding		Subtotal Hours	Subtotal Costs
Subtask	**Subtask Name**		
10.1	**Project Management**		
	Project Management	72	$ 15,423
	Task Kickoff Meeting, Site Visit, & Minutes	28	$ 4,661
	Monthly Progress Meerings	98	$ 16,666
	Monthly Invoices	32	$ 5,724
	Data Request	7	$ 1,470
	Subtotal Hours	237	
	Subtask 10.1 Total		$ 43,944
10.2	**Field Investigations and Environmental Assessment**		
10.2.1	Topographic Survey (Bramhall)	21	$ 3,820
	Review and Coordination	21	$ 3,820
10.2.2	Geotechnical Investigation and Recommendations (SME)	25	$ 6,598
	Review and Coordination	5	$ 1,088
	Geotechnical Data and Report Review and Comment	20	$ 5,510
10.2.3	Environmental Assessment	304	$ 46,029
	Desktop Review	24	$ 3,849
	Phase 1 ESA and Wetland Site Visit	18	$ 2,591
	Phase 1 ESA Letter Report (Draft and Final)	116	$ 21,612
	Aquatic Resource Report (Draft and Final)	124	$ 13,945
	Cultural Resources and SHPO Coordination	22	$ 4,031
	Subtotal Hours	350	
	Subtask 10.2 Total		$ 56,447
10.3	**Preliminary (30%) Design**		
	Water Distribution Modeling	82	$ 16,005
	Preliminary (30%) Design Technical Memorandum	224	$ 40,125
	Develop TM Draft	70	$ 12,191
	Permitting Summary & Local Permitting Support	62	$ 9,854
	QC Review and Comment Response	50	$ 11,006
	Preliminary Design Review Meeting (2 Hrs) & Minutes	24	$ 4,218
	Finalize TM (Respond to ALRW Comments)	18	$ 2,856
	Design Documents (30%) - Package 1 (Water Tower)	447	$ 81,449
	Design Drawings	256	$ 45,564
	Design Specifications	82	$ 14,768
	OPCC Class 3	60	$ 10,857
	QC Review and Comment Response	49	$ 10,260
	Design Documents (30%) - Package 2 (PS and Linear)	489	$ 89,303
	Design Drawings	288	$ 52,001
	Design Specifications	86	$ 15,441
	OPCC Class 3	52	$ 9,303
	QC Review and Comment Response	63	$ 12,558
	Subtotal Hours	1,242	
	Subtask 10.3 Subtotal		$ 226,883
10.4	**Detailed Design (75% and 100%)**		
	Review ALRW Front End Documents	26	$ 6,000
	State, Federal, and Utility Permitting Documents	164	$ 24,770
	Design Documents (75%) - Package 1 (Water Tower)	588	$ 107,541
	Design Drawings	328	$ 56,474
	Design Specifications	116	$ 21,610
	OPCC Class 2	58	$ 10,420
	QC Review and Comment Response	86	$ 19,037
	Design Documents (75%) - Package 2 (PS and Linear)	632	$ 115,897
	Design Drawings	374	$ 65,773
	Design Specifications	122	$ 22,977
	OPCC Class 2	62	$ 11,353
	QC Review and Comment Response	74	$ 15,794
	Design Documents (75%) Meeting	28	$ 6,549
	Design Review Meeting (2 Hrs) & Minutes	28	$ 6,549
	Design Documents (100%) - Package 1 (Water Tower)	470	$ 87,791

Task 10. Center Road Water Storage Tank Design and Bidding		Subtotal Hours	Subtotal Costs
Subtask	**Subtask Name**		
	Design Drawings	260	$ 45,618
	Design Specifications	80	$ 14,695
	OPCC Class 1	38	$ 6,922
	QC Review and Comment Response	64	$ 15,318
	Deliver Final Design Package	28	$ 5,236
	Design Documents (100%) - Package 2 (PS and Linear)	487	$ 88,149
	Design Drawings	260	$ 45,748
	Design Specifications	80	$ 14,596
	OPCC Class 1	34	$ 6,183
	QC Review and Comment Response	62	$ 14,374
	Deliver Final Design Package	51	$ 7,249
	Subtotal Hours	2,395	
	Subtask 10.4 Total		$ 436,696
10.5	**Bid Phase Services**		
	Bid Package 1 (Water Tower)	93	$ 15,081
	Host Pre-Bid Meeting	11	$ 1,814
	Prepare Addenda (2)	55	$ 9,165
	Prepare Conformed Set of Drawings and Specifications	27	$ 4,102
	Bid Package 2 (PS and Linear)	93	$ 15,081
	Host Pre-Bid Meeting	11	$ 1,814
	Prepare Addenda (2)	55	$ 9,165
	Prepare Conformed Set of Drawings and Specifications	27	$ 4,102
	Subtotal Hours	186	
	Subtask 10.5 Subtotal		$ 30,163

	SUBTOTAL	
Subtotal Hours and Costs	4,410	
		$ 794,133

Key Notes and Assumptions

1) Two bid packages are included in this scope of work.

2) Hours are included for the pump station to be designed by HDR, but pre-packaged facility options will be evaluated during Preliminary Design. This could potentially provide an engineering costs savings to ALRW.

3) SCADA integration will be by others.

4) Environmental assessment work is limited to subtasks outlined in the Table.

5) Local permitting activities will be led by ALRW, supported by HDR.

SUBCONSULTANTS	$	167,500
EXPENSES	$	5,000
GRAND TOTAL	**$**	**966,633**

Hazen

Master Services Agreement for Professional Services

This Master Services Agreement for Professional Services, along with its schedules, exhibits, or attachments ("Agreement") is dated _____ ("Effective Date") and is between Hazen and Sawyer, D.P.C., headquartered at 498 Seventh Avenue 11th Floor, New York, NY 10018 ("Hazen") and Avon Lake Board of Municipal Utilities, dba Avon Lake Regional Water headquartered or located at 201 Miller Road, Avon Lake, Ohio ("Client").

1. **Scope of Work**.
   a. **Services.** From time to time, the parties may enter into task orders (each a "Task Order") generally in the form set out in *Schedule A, Form Task Order*. The Task Order will set out the details of the project ("Project"), the services and deliverables to be provided by Hazen (collectively, the "Services"). Items not set out in the applicable Task Order do not form part of the Services. Hazen shall commence Services upon receipt of an executed Task Order, and Hazen shall complete its obligations within a reasonable time. In the event of any conflict or inconsistency between the provisions of this Agreement and those of any Task Order, including matters of interpretation, the terms of this Agreement shall govern and control, unless expressly agreed to by the Parties in the Task Order.
   b. **Deliverables.** The "Deliverables" consist of the reports, drawings, specifications and other construction related deliverables as set forth in the applicable Task Order and that were created specifically for Client's use pursuant to this Agreement. Client grants Hazen a fully paid, irrevocable license to reuse the Deliverables, except to the extent the Deliverables contain Client's Confidential Information (as defined below). Either party's use of Deliverables; (i) other than for the Project, (ii) in any manner not described in this Agreement, or (iii) prior to completion of the Deliverables, is at such party's sole risk without liability to the other party.
   c. **Standard of Care**. Hazen shall perform the Services with the care and skill ordinarily exercised by members of the same profession currently practicing in the same locality on projects of similar size, scope and complexity at the time the services are performed. **Hazen makes no warranties, express or implied, under this Agreement or otherwise**. If Hazen's Services fail to meet the standard of care, then, as Client's sole remedy, Hazen will either, in Hazen's election, reperform or refund the cost of the failed Services. Any reperformance or refund provided under this Section 1(c) shall be subject to, and count toward, the aggregate liability cap set forth in Section 10(a).
   d. **Compliance with Laws**. Hazen shall comply with applicable laws in effect as of the Task Order Effective Date. In the event of a change in applicable law that impacts the Services, the parties shall negotiate an amendment in good faith. If an agreement cannot be reached, then the dispute resolution procedures shall apply.
   e. **Subcontracting.** Hazen may subcontract the Services, in whole or in part, to third

parties. Hazen shall ensure its subcontractors comply with the provisions of this Agreement that are applicable to the Services being subcontracted.

f. **Contractors and Construction Costs**. Hazen is not liable to Client for the work completed by contractor(s), for the safety of construction work, or for contractor(s)'s compliance with laws and regulations. Client shall use reasonable efforts to assure that the construction contract provides that the contractor(s): (i) indemnify and hold harmless Hazen and Client from and against all claims, costs, losses and expenses caused by or resulting from the acts and omissions of the contractor(s) and anyone for whose acts such contractor(s) may be liable, and (ii) name Hazen and Client as additional insureds on contractor's insurance policies covering the Project. Any cost opinions or estimates provided by Hazen are based on its professional judgment and information at the time. Client acknowledges that Hazen has no control over labor, materials, equipment or contractor pricing methods, and Hazen does not guarantee the accuracy of any cost estimate.

g. **Hazardous Material.** Hazen is not responsible for the discovery, presence, handling, removal, or disposal of any hazardous materials at or near the Project site.

2. **Client Responsibilities.**

a. **Information.** Client shall timely provide Hazen with available information and assistance as reasonably requested by Hazen and as complete and accurate as possible. This may include design objectives and constraints; flexibility, expandability, capacity and performance requirements; budget information; operating and testing data; as-built drawings; previous reports; design and construction standards; information related to the site subsurface utilities and conditions; and any standard forms, conditions and related documents. Hazen may use and rely upon information provided by Client or by third parties, without independent verification. Hazen is not liable for any errors, omissions, or delays resulting from inaccurate, incomplete, or untimely information provided by Client or third parties.

b. **Changes.** Client shall promptly notify Hazen upon learning of any environmental concerns or other developments that could impact the Services. Hazen shall be entitled to a reasonable adjustment in time to complete the Services and its Fees in the event any environmental concerns or other developments impact the Services.

c. **Safety.** Client is responsible for site safety. Client shall arrange safe access for Hazen to enter public and private property as required by Hazen. Client shall maintain insurance that is normal and customary.

d. **Laws; Permits.** Client shall comply with applicable laws and shall obtain all reviews, approvals, and permits as are needed for the Project.

3. **Payment**.

a. **Fees.** Client agrees to pay Hazen the fees set out in the applicable Task Order ("Fees"). The Fees are exclusive of taxes and duties (collectively, "Taxes"). Client is

liable for all Taxes other than sales tax; provided that if any Taxes are required to be withheld from Hazen, the amount paid to Hazen shall be increased accordingly. Client shall also reimburse Hazen for any preapproved and documented expenses incurred in providing the Services except sales taxes. Client shall not make payment in any way contingent upon signing any documents or performing any services not expressly set out in this Agreement.

b. **Invoices.** Hazen shall invoice Client monthly for: (i) the Services provided; and (ii) preapproved expense reimbursement. Invoices shall be sent to Client at the address provided by Client from time to time. Client shall pay invoices within 30 days after the invoice date.

4. **Confidentiality**.

a. Each party ("Recipient") shall, and shall cause their employees and contractors to, protect and safeguard all of the disclosing party's ("Discloser") Confidential Information in at least the same manner that the Recipient uses to protect its own confidential information, but in no event using less than reasonable care. Recipient shall not disclose the Discloser's Confidential Information to any third party, except to the extent required to perform and enforce this Agreement, or if otherwise obligated to do so under applicable laws, so long as it gives Discloser reasonable notice to enable Discloser to take protective steps. Hazen may disclose Client's Confidential Information to Hazen's subcontractors upon notification and approval by Client. This clause shall survive for 2 years after the Agreement's termination.

b. "Confidential information" means all non-public information of Discloser, including the terms of this agreement, pricing information, information related to the Project, other business and financial information of Discloser and all trade secrets of Discloser. "Confidential Information" does not include any information; (a) that is in the public domain other than due to Recipient's breach; (b) in Recipient's possession without restriction prior to disclosure by Discloser; or (c) developed by Recipient without reliance on Discloser's information. Confidential Information may be transmitted orally, in writing, electronically or otherwise observed by either party.

c. Subject to applicable law, and notwithstanding anything to the contrary, Hazen may retain, use, and disclose data received, collected, created or derived in performing the Services, provided such data is anonymized or aggregated and does not identify Client, the Project, or any individual. Hazen may use such data for any lawful purpose, including research, benchmarking, tool and model development, and improvement of its services and methodologies. The rights granted to Hazen in this Section 4(c) survive termination or expiration of this Agreement.

5. Intellectual Property.

a. Upon Client's payment in full, Client owns the Deliverables, except to the extent the Deliverables include Hazen IP. Hazen and its licensors are, and shall remain, the sole and exclusive owners of all right, title, and interest in and to any the Hazen IP. Hazen grants Client a limited, non-exclusive, non-transferable, non-sublicensable,

non-assignable license under Hazen's intellectual property rights to use the applicable Hazen IP solely to the extent necessary for Client to use the Deliverables for the purposes contemplated by this Agreement. All other rights in and to the Hazen IP are expressly reserved by Hazen.

b. "Hazen IP" means the intellectual property, and derivatives thereof; developed, acquired or owned by Hazen prior to or independent of this Agreement, and all tools, programs, templates, dashboards, models, scripts, software or other systems used or created by Hazen hereunder, including all outputs, algorithms, parameters, and training data derived from Hazen's use of anonymized or aggregated data pursuant to Section 4(c). For purposes of this section 5 (*Intellectual Property*), intellectual property includes all proprietary rights, whether registered or unregistered, worldwide.

6. **Term; Termination; Suspension; Survival.**

   a. **Term**. This MSA commences on the Effective Date and continues, unless earlier terminated, until the later of (a) one year after completion of all Task Orders; and (b) 5 years from the Effective Date (subject to subsection (d) below (*Effect of Termination*)) (the "Term"). Either party may terminate this Agreement or any Task Order if the other party commits a material breach and such material breach is not cured within 30 days of the non-breaching party providing written notice to the breaching party.

   b. Client may suspend the Agreement upon 30 days prior written notice to Hazen, provided that (i) Client pays all actual, reasonable, and verifiable costs that Hazen incurs related to such suspension; (ii) upon resumption of the Services, the Fees are adjusted a reasonable amount, if applicable, to account for the suspension of Services; and (iii) the timeline for the Services will be extended for a reasonable period of time to account for the suspension of Services, but in no event less than the period of the suspension. If the Agreement is suspended for more than 60 days in the aggregate, Hazen may terminate the Agreement without liability to Client.

   c. In the event of any termination or suspension, Client shall immediately pay all amounts due to Hazen, including for Services performed prior to the date of termination or suspension. Any terms of this Agreement that are applicable to situations arising after its termination (such as, but not limited to, sections related to payment, intellectual property, and limitation of liability) shall survive termination.

   d. **Effect of Termination**. The termination or suspension of any one Task Order shall not affect the remaining Task Orders (if any) or this MSA. In such event, this MSA and all other Task Order(s), if any, shall remain in full force and effect. The MSA will survive any termination until all Task Orders are expired or otherwise terminated.

7. **Force Majeure**. Hazen shall not be liable for any delay or failure to perform under this Agreement caused by events or circumstances beyond its reasonable control, including without limitation, an act of God, war, riot, civil commotion, explosion, fire,

government action, court order, cyber attacks, epidemic, or pandemic ("Force Majeure"). In the event of a Force Majeure, Hazen shall be entitled to a reasonable extension of time.

8. **Insurance**. Hazen shall procure and maintain the following insurance with the following minimum limits for the duration of the Services:
    a. Worker's Compensation & Disability: as required by applicable state and federal law
    b. Employer's Liability: $500,000 each accident, $500,000 Disease (each employee) and $500,000 Disease (policy limit);
    c. Comprehensive General Liability: $1,000,000 / occurrence; $1,000,000 aggregate;
    d. Professional Liability: $1,000,000 / claim; $1,000,000 aggregate, insuring the professional liability of Hazen; and
    e. Business Auto Insurance for all owned, hired, non-owned and Employers' non-ownership vehicles: $1,000,000 combined single limit.
    f. **Additional Insured Status.** Client shall be included as an additional insured under Hazen's Comprehensive General Liability and Business Auto Insurance policies with respect to the work performed by Hazen under this Agreement. This additional insured requirement shall not apply to Workers' Compensation, Employer's Liability, or Professional Liability insurance. Upon request, Hazen shall provide Certificates of Insurance evidencing the required coverage.

9. **Indemnity**. To the fullest extent permitted by law, each party ("Indemnifying Party") shall indemnify and hold harmless the other party ("Indemnified Party"), and its directors, officers and employees, and for Hazen, its subcontractors for the applicable Project, from and against any and all third-party claims, costs, losses and expenses of any kind, including but not limited to reasonable attorneys' fees, to the extent caused by the negligent acts, errors or omissions, recklessness, intentional wrongful conduct of the Indemnifying Party, its subcontractors, or anyone for whose acts they may be liable.

10. **Limitation of Liability**. Notwithstanding anything to the contrary:
    a. Hazen's aggregate liability in any and all causes of action arising under, out of, or in relation to this Agreement, its negotiation, performance, breach or termination shall not exceed the total amount actually paid to Hazen by Client under the applicable Task Order giving rise to such claim. This is whether the causes of action arise in tort, including without limitation, negligence or strict liability, contract under statute or otherwise.
    b. As a separate and independent limitation on liability, Hazen's liability is limited to direct damages, and Hazen shall not be liable for any (i) indirect, incidental, special or consequential damages; nor (ii) any revenues, profits or data lost by Client, construction costs, or losses that result from the action or inaction of contractor(s),

regardless of whether such losses are categorized as direct damages or otherwise.

c. This Section 10 shall not apply to losses arising from Hazen's willful misconduct or fraud. To the extent any limitation in this Section 10 is prohibited by applicable law, such limitation shall apply to the maximum extent permitted.

11. **Notices**. All required notices shall be in writing and sent to the address listed for each party in the first paragraph of this Agreement, unless otherwise specified in writing by either party. For Hazen, a copy of notices shall be sent to: legal@hazenandsawyer.com.

12. **Governing Law; Dispute Resolution**. This Agreement is governed by the laws of the Project State (as set forth in the applicable Task Order), without regard to the conflict of laws rules. Any and all disputes or claims arising under, out of, or in relation to this Agreement shall be resolved by the parties in the courts of the Project State; provided, however, as a condition precedent to filing any action (except for; (a) any action related to the enforcement or interpretation of any right, or (b) when filing is necessary to preserve a party's rights), the parties must first conduct a mediation with a mutually acceptable mediator. TO THE MAXIMUM EXTENT PERMITTED BY LAW, THE PARTIES AGREE TO A BENCH TRIAL AND THERE SHALL BE NO JURY IN ANY DISPUTES.

13. **Entire Agreement; No Waiver; Amendments; Assignment.** This written Agreement sets out the entire understanding and obligations of the parties in relation to the subject matter hereof. This Agreement supersedes all prior and contemporaneous understandings, agreements, representations and warranties regarding the subject matter hereof. There are no implied obligations. A waiver, failure or delay of either party to enforce any part of this Agreement will not affect, limit or waive that party's right to enforce compliance with the same or other part of this Agreement. No alteration, amendment, change order or other modification is binding unless in writing and signed by both parties. Neither party may assign, transfer or delegate this Agreement, in whole or in part, without the prior written consent of the other party.

14. **Assignment.** Neither party may assign, transfer or delegate this Agreement, in whole or in part, without the prior written consent of the other party, except that Hazen may assign this Agreement, upon notice to Client, to any Affiliate. "Affiliate" means any entity that controls, is controlled by, or is under common control with Hazen, or any professional or regulated entity formed by Hazen to comply with applicable licensing requirements.

15. **Severability.** If any of the terms in this Agreement are found invalid, void, or for any reason unenforceable, those terms shall be deemed severable and shall not affect the validity and enforceability of any remaining terms.

16. **No Third-Party Beneficiaries.** This Agreement is solely for the benefit of the parties and their permitted successors and assigns, and confers no rights on any third party.

17. **Counterparts**. The Agreement may be executed in counterparts.

The parties signed this Agreement by their duly authorized representatives.

Client	**Hazen**	**Hazen**
_____	_____	_____
Name: _____	Name: _____	Name: _____
Title: _____	Title: _____	Title: _____
Date: _____	Date: _____	Date:_____

APPROVED AS TO LEGAL FORM:

_____
Director of Law
City of Avon Lake, Ohio

Certificate of the Director of Finance. I hereby certify that the amount required to meet the City's obligations under this Agreement has been lawfully appropriated and is in the treasury or in the process of collection to the credit of an appropriate fund free from any previous encumbrance.

By:_____

Name:_____

Date:_____

Hazen

Schedule A

Form Task Order

This Task Order ("Task Order") relates to services to be provided by Hazen and Sawyer, D.P.C. ("Hazen") and Avon Lake Board of Municipal Utilities dba Avon Lake Regional Water ("Client") according to the terms and conditions of the parties' Master Services Agreement for Professional Services dated _____ ("MSA").

Task Order #	1
Task Order Effective Date	TBD
Task Name	WRF Digester Rehabilitation Project – Preliminary Design
Project Description	Comprehensive system evaluation for the WRF Digester Rehabilitation Project.
Project Job Number	TBD

1. **Defined Terms**. Any terms used in this Task Order as defined terms, and which are not defined herein, shall have the meaning given to those terms in the MSA.
2. **Agreement**. This Task Order is subject to the terms and conditions set forth in the MSA, which is incorporated into this Task Order by reference.
3. **Scope of Work**. Hazen shall furnish the services in accordance with the timeline set forth in Exhibit A, Services.
4. **Fees**. Client shall pay Hazen for the amounts as set forth in Exhibit B, Fees.
5. **Notice to Commence Work; Term of Task Order**. Hazen will not proceed with any work for the Services unless and until the date indicated by Client in Client's notice to commence work to Hazen. This Task Order shall terminate on the completion of Hazen's Services, unless earlier terminated by either party as set out in the MSA.
6. **Insurance**.
   a. The Insurance State for this Task Order is Ohio.
7. **Project Specific Terms**: N/A

Hazen

The parties have signed this Agreement by their duly authorized representatives.

Client	**Hazen**	**Hazen**
_____	_____	_____
Name: _____	Name: _____	Name: _____
Title: _____	Title: _____	Title: _____
Date: _____	Date: _____	Date:_____

Hazen

Exhibit A
Scope of Services

Avon Lake Regional Water
WRF Digester Rehabilitation Project

Subject to the Agreement for Professional Engineering Services between Avon Lake Regional Water (OWNER) and Hazen and Sawyer (ENGINEER), the ENGINEER will provide Comprehensive System Evaluation for the WRF Digester Rehabilitation Project (PROJECT).

Anticipated Work includes the following:

- Establish design criteria / basis of design for refurbishment of select equipment and assets within the digester facility (primary and secondary digesters, Digester Control Building and abandoned digester tank)
- Evaluate digester facility for conformance with NFPA 820
- Evaluate and visually assess condition of primary and secondary digesters and Digester Control Building structures including covers/roofs and walls and outline proposed improvements to extend the service life of the facility (entry into the digester tanks is not currently included)
- Evaluate replacement of digester recirculation pump and addition of a second pump as standby
- Evaluate primary digester mixing system replacement
- Evaluate improvements needed to convert secondary digester to a redundant primary digester with addition of heating and mixing
- Evaluate existing electrical and instrumentation equipment condition and outline proposed improvements, including new instrumentation and controls for monitoring and control of the digestion and gas handling systems
- Evaluate removal of abandoned equipment
- Evaluate demolition or modification of the abandoned 35-ft diameter digester (not currently in use)
- Conceptual level evaluation of beneficial use of digester gas based on currently available data from OWNER – this evaluation will be an update of the evaluation performed during the Residuals Master Plan to confirm if there is sufficient gas production to use for digester heating and other possible uses, and update conceptual level payback period for combined heat and power and renewable natural gas alternatives

The engineering services to be provided by the ENGINEER for the PROJECT are described as follows:

Hazen

SCOPE OF SERVICES

TASK 1 - COMPREHENSIVE SYSTEM EVALUATION

Task 1.1 – Kickoff Meeting

ENGINEER will coordinate a kickoff meeting/site visit with OWNER. Topics to be covered will be scope, schedule, and budget for the project, communication plan for project team members, key milestones and deliverables and information requests for the WRF.

Task 1.2 – Condition and Code Assessment

ENGINEER will visit the site to review the site and to discuss current issues and operational considerations with OWNER operations staff along with evaluation of equipment, structures and processes.

As part of the site visit, the ENGINEER will document the condition of the existing equipment and structural / architectural elements in the digesters and digester control building based on a visual assessment performed during on-site visit and input from WRF staff (digester entry to assess condition inside the digesters is not included due to difficulty in taking tanks offline and draining/cleaning them – prior interior assessment performed during the Residuals Master Plan will be utilized instead). The purpose of the condition assessment is to identify equipment and assets needing repair or replacement.

As part of the site visit, the ENGINEER will assess the digester facility for conformance with the most recent version of *NFPA 820: Standards for Fire Prevention in Wastewater Treatment and Collection Facilities*. Any deficiencies will be listed and discussed with the OWNER for incorporation into the PROJECT.

ENGINEER will provide findings of the condition and code assessment to the OWNER in a workshop. The meeting minutes of the workshop will serve as documentation of decisions.

Task 1.3 – Review Plant Data and Develop Design Criteria

ENGINEER will prepare a request for information from the OWNER prior to the kickoff meeting. It is assumed that the OWNER will provide data for 5 years of operating data, along with future flow and load projections. Future projections for water residuals will also be provided by OWNER. ENGINEER will review solids processing data from the most recent 5-year period to determine the capacity of the existing digestion facility. Any deficiency in the size of the existing facility to treat the expected flows and loads will be noted. Options for expanded or new solids handling facilities to treat historic and projected sludge demands will be included as part of a separate task order to update the facility master plan. Design of expanded facilities is not included in this Task Order.

Task 1.4 – Basis of Design / Design Criteria Memorandum

ENGINEER will develop a Draft Basis of Design Memorandum which includes a summary of the evaluation and recommendations on improvements that should be implemented as part of the PROJECT. Conceptual level opinion of probable construction costs (OPCC), consistent with a Level 5 estimate as established by the Association for the Advancement of Cost Engineer (AACE), will be included.

Draft Basis of Design Memorandum will be provided to OWNER for review. ENGINEER will meet with OWNER to discuss comments and OWNER comments will be incorporated into the Final Basis of Design Memorandum.

PROJECT COORDINATION

ENGINEER will provide the following project coordination throughout all tasks and phases of the PROJECT.

Project Management

ENGINEER will provide project management services for the project. Project management services include the following:

- Manage day-to-day activities for the project.
- Develop Project Management Plan, including OWNER agreed scope of services, project schedule, and project budgets.
- Develop Project Quality Control Program, including scheduling and requiring QA/QC review activities.
- Coordinate, schedule and hold meetings and workshops with OWNER and necessary permitting agencies for the project.
- Submit monthly invoices and progress report to the OWNER including a summary of work completed since the previous monthly progress report; work anticipated in the upcoming month; budget status; variances in the project budget and/or schedule; list of coordination and information required; list of problems encountered and proposed resolution

QA/QC

ENGINEER will provide QA/QC services throughout the project. Quality Assurance (QA) will be provided, for example, by engaging national experts for technical input when needed, following standard procedures for analyses and documentation, and having regular review meetings to maintain direction toward achieving project goals. ENGINEER will also perform Quality Control (QC) reviews for deliverables including technical memoranda, reports, and design submittals.

Meetings and Workshops

ENGINEER will coordinate with OWNER to schedule meetings/workshops throughout the project. Anticipated meetings include the following

- Kickoff Meeting (see description above)
- Design Criteria and Condition Assessment Review
- Alternative Evaluation / Recommendations Review
- Basis of Design Memo Review

Meetings will be a mix of in-person and remote, as appropriate for the discussion and participants. Brief meeting summaries will be provided after the meeting for OWNER review.

Deliverables

The ENGINEER will develop and provide deliverables as described in each task above.

ADDITIONAL SERVICES – DETAILED DESIGN AND BIDDING

Detailed design and bidding assistance services are not included in this task order, but once the scope of improvements is determined during this Comprehensive System Evaluation, a task order for detailed design and bidding will be developed. Detailed design is anticipated to include:

- Development of Contract Documents including drawings, technical specifications and front-end documents
- Design submittals for OWNER review at the 50% and 90% design completion stages and a bid ready submittal at the completion of design
- Development of opinion of probable construction costs at the 50%, 90% and bid ready design submittals
- Coordination of pre-bid meeting, addressing bidder questions, issuing addenda and providing bid recommendation

SCHEDULE

ENGINEER anticipates the following schedule for completion of the scope of services described herein:

Task	**Completion (Weeks from NTP)**
Basis of Design / Criteria Memo	18 Weeks

FEE

The fee for the scope of services described herein will be as shown in Exhibit B.

Exhibit B
Fees

Client shall pay Hazen as full compensation for the Services as follows:

An amount not to exceed $150,000