EXHIBIT A

City of North Miami Beach (NMB Water)

RFQ 22-018-MC

Task # 01

Owner's Representative Services – Phase 1 Implementation for Smart Utility Performance Contract

SCOPE OF WORK

March 2, 2026

City of North Miami Beach (NMB Water)
Public Works Department
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North Miami Beach, FL 33162
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City of North Miami Beach (NMB Water)

RFQ 22-018-MC

Task # 01

Owner's Representative Services – Phase 1 Implementation for Smart Utility Performance Contract

SCOPE OF WORK

INTRODUCTION

Ardurra Group, Inc (Ardurra) was selected by the City of North Miami Beach (NMB Water) to provide Professional Engineering Services under RFQ 22-018-MC.

The following task is proposed under this scope of services:

Task No. 01 – "Owner's Representative Services – Phase 1 Implementation for Smart Utility Performance Contract"

DESCRIPTION OF SERVICES

The City of North Miami Beach (City) serves over 170,000 water customers in Northern Miami-Dade County and maintains approximately 34,000 residential and commercial water meters. The City has about 565 miles of water distribution and transmission lines and one water treatment plant. On the wastewater side, the City serves approximately 50,000 customers and owns and maintains approximately 83.6 miles of gravity mains, 1,814 manholes, 33 lift stations, and around 27 miles of force mains.

NMB Water intends to implement an all-in-one management platform that uses automation and artificial intelligence to run its water and wastewater systems through a "SmartFlow Ecosystem." The City's goal is to procure a *performance-based contract to deploy and implement a Smart Utility plan which* uses AI to make operations more efficient, predicts maintenance needs, and provides measurable savings.

Ardurra Group, Inc. (Ardurra) is pleased to submit this proposal to serve as the Owner's Representative (OR) for the program. The OR's responsibilities include supervision, oversight, management, technical review, contract compliance support and program controls of the Smart Utility implementation process.

Ardurra brings extensive experience serving as Owner's Representative and program advisor for large-scale infrastructure improvements, smart utility, AMI, and performance-based programs across Florida and nationally, including work with major public utilities, regulatory agencies, and performance contractors.

As the OR, Ardurra will provide support to NMB Water by providing independent technical, engineering, and support, to verify that the work performed by the Performance Contractor meets NMB Water's objectives for performance, efficiency, and transparency.

The scope of services covers Phase 1 of the Program with an estimated duration of 12 months:

- Phase 1: Solicitation support, proposal evaluation, Investment Grade Audit (IGA) oversight, establishment of program controls and governance, oversight of the initial implementation phase, including performance tracking

In close coordination and under the direction of NMB Water, the Ardurra Team will support the City by providing project implementation, contract compliance assistance, oversight, supervision, monitoring, and owner representative related services for effective control of the Smart Utility Performance Contract. The scope of services below outlines the Ardurra Team's specific responsibilities. Ardurra's role is advisory and oversight-based and is intended to protect the City's interests, support defensible performance guarantees, and promote long-term operational success. Task No. 01 – "Owner's Representative Services – Phase 1 Implementation for Smart Utility Performance Contract" has been divided into the following subtasks:

Subtask	Description
100	Contract Oversight, and Procurement Support
200	Data Governance Framework & SmartFlow Ecosystem Set Up
300	Engineering & Technical Review
400	Optional Future Services

100 CONTRACT OVERSIGHT, AND PROCUREMENT SUPPORT

110 Performance Contract RFQ Development & Validation Support

Ardurra will provide advisory and technical review services to support NMB Water in finalizing the Performance Contract Request for Qualifications (RFQ) and associated solicitation documents prior to public advertisement. This subtask is intended to ensure that the RFQ technical requirements, performance metrics, evaluation structure, and financial framework align with the City's Smart Utility objectives, risk tolerance, and long-term governance strategy.

Ardurra's role under this subtask is advisory and review-based. The City and its legal counsel remain responsible for final procurement language, legal terms, and issuance of the solicitation.

Key Activities include:

- Technical Solicitation Review
  - Review draft RFQ technical scope, performance requirements, and deliverables
  - Evaluate clarity of baseline requirements, KPI expectations, and Investment Grade Audit (IGA) obligations
  - Identify ambiguities or gaps that could introduce procurement risk or post-award disputes
- Final RFQ Validation & Pre-Issuance Support
  - Prepare consolidated technical review comments
  - Participate in up to three (3) coordination meetings with NMB Water staff and finance team to review performance-based contract measures
  - Confirm incorporation of agreed-upon revisions
  - Provide a written RFQ Validation Memo summarizing technical and performance alignment prior to advertisement

Deliverables:

- RFQ Technical Review Comment Matrix
- Final RFQ Validation Memorandum (Pre-Issuance)

120 Procurement and Evaluation Support

Ardurra will assist NMB Water during the selection, scoring, negotiation, and award process for the Smart Utility Performance Contractor. This includes providing technical review and guidance during evaluation of proposals, facilitating the scoring process, supporting alignment of negotiated terms with the approved technical scope and performance guarantees, and assisting the City in establishing a fair, defensible, and transparent procurement & award phase.

Key Activities include:

- Support bidder RFIs and clarifications during the procurement period
- Assist with refinement of technical and performance-based scoring criteria
- Review technical components of proposals for completeness and alignment with City objectives
- Prepare written technical evaluation comments and an Evaluation Summary Report for use by the City's scoring committee
- Assist NMB Water in preparing a final selection recommendation package for internal approvals and award
- Provide advisory technical support during contract negotiations to confirm alignment between negotiated commercial terms, performance guarantees, IGA commitments, and scope requirements
- Review final contract documents for scope-to-contract consistency prior to execution
- Support preparation of technical materials for Commission presentation related to the award recommendation and attend the Commission meeting to provide technical support and present technical components, if requested by the City

Deliverables:

- Bidder RFI Responses
- Evaluation Summary Report
- Technical Award Recommendation Support Memorandum
- Commission Presentation Support Materials

130 Project Controls, Coordination, and Reporting

Ardurra will provide Owner's Representative oversight of Contractor-led project controls, coordination, and reporting systems to provide NMB Water with a consolidated, executive-level view of program status, risks, and decision points. Ardurra will review and validate Contractor-prepared controls and reports; the Contractor remains responsible for development and maintenance of all project controls systems.

Ardurra will provide ongoing project coordination and management support to for NMB Water's Smart Utility Program. Drawing on extensive experience with similar municipal utilities, Ardurra understands the technical, organizational, and change-management challenges involved in deploying technology and integrating data across the entire water and wastewater cycle.

Key Activities:

- Review Contractor project controls systems, baseline schedule, and reporting templates for contractual consistency
- Track contract-level milestones, deliverable submissions, and performance indicators
- Conduct monthly reviews of dashboards, progress reports, and schedule updates
- Review Contractor pay applications for consistency with approved scope and budget
- Maintain a consolidated Project Issue and Action Log
- Coordinate up to twelve (12) Monthly Program Status Meetings
- Prepare Monthly Owner's Representative Progress Report Summaries
- Conduct up to four (4) Quarterly Executive Review Meetings with NMB Water leadership
- Facilitate document control and deliverable tracking, for timely submittal and review of all required documents

Deliverables:

- Program Coordination Hub
  - Monthly Owner's Representative Progress Reports
  - Document Control and Deliverable Tracking Log
  - Project Issue and Action Log
- Pay Application Review and Verification Logs
- Quarterly Executive Review Presentations/Meetings

140 Stakeholder Communications and Informational Materials

Ardurra will support NMB Water with preparation of stakeholder-facing informational materials to communicate program status, milestones, and outcomes. All materials will be coordinated with NMB Water's Communications and IT staff.

Deliverables:

- Stakeholder Communications Package Templates (Draft and Final)
- Stakeholder Communications Package (quarterly)

150 Grant & Funding Strategy

Ardurra will assist NMB Water in identifying and aligning the Smart Utility Performance Contract with potential funding and financing opportunities.

Key Activities:

- Identifying potential federal and state funding programs applicable to smart water, resilience, metering, energy efficiency, and infrastructure modernization (e.g., SRF, WIFIA, FEMA BRIC, EPA WaterSMART, Energy Efficiency Grants)
- Providing guidance on documentation needed to support future grant applications or funding requests
- Advising on potential eligibility considerations, match requirements, and reporting expectations related to performance-based contracts
- Preparing summaries outlining funding pathways and timing considerations for use in long-term capital planning
- Provide guidance on how specific grant funds can be applied to the 20-year cash flow project model, and how external funding may the cost of the SmartFlow implementation to maintain or improve utility rate affordability for NMB Water customers

Deliverables

- Funding Memo (Draft and Final)

160 Quality Assurance, Quality Control, and Risk Management

Ardurra will oversee the Program-level QA/QC and risk management framework to assist with compliance with performance standards and to proactively identify and mitigate risks throughout the project lifecycle.

This task focuses on quality verification, documentation, and structured risk governance, rather than daily inspection or contractor supervision.

Key Activities

- Review and provide recommendations to align contractor QA/QC plans and performance testing procedures with NMB Water's standards
- Develop and maintain a Program-Level QA/QC Tracker summarizing testing status, inspection findings, and compliance certifications
- Establish and maintain a Program Risk Register identifying schedule, cost, quality, and data-integration risks, including mitigation strategies and responsible parties
- Document QA/QC and risk management activities so that final records are archived for the City's reference
- Issue Resolution and Integration Alignment Log – Tracks integration alignment issues identified during design and early implementation phases and documents resolutions.

Deliverables

- QA/QC Coordination Tracker Framework
- Program Risk Register (Draft and Final)
- Quarterly QA/QC and Risk Summary
- Risk Mitigation and Corrective Action Log

200 DATA GOVERNANCE FRAMEWORK & SMARTFLOW ECOSYSTEM SET UP

Ardurra will provide engineering and technical support during development of the Smart Utility Program.

Services include technical reviews of the Performance Contractor's Investment Grade Audit (IGA), design review for Smart Utility system and infrastructure elements, and IT/OT integration guidance. All engineering activities will be performed under the responsible charge of a Florida Professional Engineer, with specialized support from Ardurra's technology integration subconsultant InfraSync.

210 Data Governance Framework and KPI / Baseline Architecture

Ardurra, with support from Infrasync, will establish a structured Data Governance Framework to support defensible baseline establishment, KPI governance, auditability, and long-term sustainability of Smart Utility data.

As part of this effort, Ardurra will perform a data gap and data quality assessment to identify missing, incomplete, or unreliable datasets required to establish valid baselines for water,

wastewater, energy, chemical usage, and customer service performance. Where gaps are identified, Ardurra will document risks, recommend corrective actions, and support the City in validating baseline assumptions used by the Performance Contractor.

Key Performance Indicators will be developed using a tiered KPI structure, with a limited number of executive-level KPIs providing a concise, high-level view of overall program performance, supported by progressively more detailed KPIs at the system, basin, asset class, and individual asset levels. KPIs will be interlinked to enable drill-down analysis from executive dashboards to detailed operational metrics.

Once established, KPI definitions, calculation formulas, data sources, and normalization methodologies will be locked under formal governance control. Any proposed changes will be subject to a documented change-management and approval process to preserve contractual integrity and protect the City's performance guarantees.

Ardurra will assist the City in reviewing and validating the Performance Contractor's proposed KPI framework so it supports effective contract oversight, regulatory compliance, and operational decision-making. This review will focus on confirming that KPIs are measurable, repeatable, transparent, and directly tied to guaranteed performance outcomes.

Key Activities:

- Reviewing proposed KPIs related to water loss, pressure management, water quality, wastewater collection performance, energy usage, chemical consumption, customer service, and system reliability
- Confirming KPI definitions, calculation methodologies, data refresh frequencies, and reporting thresholds
- Evaluating dashboard layouts, reports, and executive summaries for clarity, usability, and decision-support value
- Providing recommendations to improve KPI alignment with contract requirements, regulatory expectations, and long-term utility objectives

Deliverables:

- Data Governance Framework Memorandum (Draft and Final)
- Data Gap Analysis Summary Table
- Baseline Assessment Methodology
- KPI Review and Validation Memorandum (Review Memorandum of Performance Contractor's proposed KPI framework, including findings, recommendations, and alignment with contractual performance guarantees)
- Change-Management and Governance Control Log (Tracks approved changes to KPIs, baselines, formulas, or data sources, including justification, approvals, and effective dates)

220 SmartFlow Ecosystem Architecture & Platform Framework

Ardurra and Infrasync will review and validate integration readiness across AMI, SCADA, GIS, CMMS, billing, and analytics systems for reliable, actionable data.

Ardurra, with support from Infrasync, will design and establish the foundational architecture, structure, and governance framework for the SmartFlow Ecosystem as a City-owned, City-controlled operational data and decision-support platform. This task is intended to define *what the platform is*, *what it contains*, *how data flows*, and *how it is governed*, independent of any single Performance Contractor, technology vendor, or proprietary system.

The SMARTFLOW Ecosystem will serve as the City's authoritative framework for integrating water, wastewater, energy, asset, financial, and analytics data into a unified operational and executive view. Ardurra's role under this task is to define the platform layout, data domains, dashboard structure, integration architecture, and governance rules so that subsequent Contractor-provided systems, sensors, and analytics modules can plug into a City-defined structure rather than dictate it.

This approach aligns with NMB Water retaining long-term ownership, control, and flexibility over the platform, while allowing the Performance Contractor and its technology partners to build depth and functionality within a clearly defined and City-controlled ecosystem.

Key Activities:

- Defining the SMARTFLOW platform architecture, including core data domains (water, wastewater, energy, asset management, customer service, financial, regulatory, and analytics)
- Establishing the dashboard and reporting framework, including executive, operational, and technical views, KPI groupings, and navigation structure
- Defining data integration standards and interfaces for AMI, SCADA, GIS, CMMS/EAM, billing/CIS, laboratory systems, and analytics tools
- Establishing data ownership, access control, and role-based permissions, so that the City maintains administrative authority over the platform
- Defining governance rules for how new data sources, dashboards, analytics modules, and vendor tools are added to the ecosystem over time
- Checking for compatibility with future performance contractors, technology upgrades, and regulatory requirements, avoiding vendor lock-in

Ardurra and Infrasync will work closely with NMB Water staff to confirm operational needs, IT policies, cybersecurity requirements, and long-term sustainability objectives. The Performance Contractor will be required to align its proposed technologies, integrations, and dashboards with the City-defined SMARTFLOW Ecosystem architecture.

This task does not include long-term system hosting, software licensing procurement, or day-to-day operation of the platform; those elements will be addressed through the Performance Contractor or future City authorizations.

Deliverables:

- SmartFlow Dashboard and Reporting Layout Package – Conceptual layouts and descriptions of executive, operational, and technical dashboards, KPI groupings, and navigation structure (tool-agnostic)
- Data Integration and Interface Standards Summary – Documents required data interfaces, integration principles, data exchange expectations, and interoperability requirements for Contractor and vendor systems
- Platform Governance, Ownership, and Access Control Framework – Defines City ownership, administrative controls, role-based access, data stewardship responsibilities, and approval processes for platform changes

300 ENGINEERING & TECHNICAL REVIEW

310 Investment Grade Audit (IGA) Technical Review

Ardurra, with support from Infrasync, will perform a technical review of the Performance Contractor's Investment Grade Audit (IGA) to verify that baseline conditions, technical methodologies, and engineering assumptions supporting the framework for guaranteed performance are technically sound, transparent, and consistent with project objectives. This review will be conducted for general alignment with recognized industry standards, including the International Performance Measurement and Verification Protocol (IPMVP) and applicable ISO standards (ISO 50001, ISO 50006, and ISO 50015), as appropriate for the technical aspects of energy, water, wastewater, and chemical optimization measures.

The IGA technical review will focus on the engineering integrity of the audit trail, including baseline development, data sources, and technical adjustment factors. Ardurra will evaluate whether the proposed technical methodologies provide a clear and repeatable basis for the City's operational oversight. Ardurra's review is limited to the technical feasibility and engineering logic of the Contractor's proposal.

Key Activities:

- Review of technical baseline datasets for water, wastewater, energy, chemical usage, and operational performance metrics as provided by the Performance Contractor.
- Evaluation of the Contractor's IGA Plan and technical methodology, including data collection procedures, sampling approaches, and metering accuracy.
- Confirmation of the framework's alignment with IPMVP options and ISO-aligned performance indicator methodologies.
- Review of proposed Energy, Water, and Wastewater Conservation Measures (ECMs/WCMs) for technical feasibility, operational compatibility, and regulatory compliance.
- Assessment of technical data sources, engineering formulas, and supplemental metering used by the Contractor to estimate performance outcomes.
- Evaluation of proposed technical adjustment mechanisms for external variables such as weather variability, system growth, or operational modifications.
- Identification of technical data gaps or methodological inconsistencies that could affect the City's ability to monitor system performance.

Ardurra will document review findings in written technical comments and coordinate with the City to prioritize issues requiring clarification, revision, or reconciliation with the Performance Contractor.

IGA Reconciliation and Acceptance Support

Following completion of the initial technical review, Ardurra will support a structured IGA reconciliation process between the City and the Performance Contractor to address review comments, resolve discrepancies, and formally document agreed-upon revisions. This reconciliation process is intended to provide transparency, mutual understanding of methodologies, and protect the City's long-term contractual position.

Ardurra's reconciliation and acceptance support may include:

- Preparation and maintenance of an IGA Comment Matrix documenting all technical review comments, Contractor responses, proposed revisions, and final disposition, serving as the official record of reconciliation
- Participation in (up to three (3)) meetings to clarify technical assumptions, engineering baseline methodologies, and normalization approaches
- Evaluation of Contractor responses to confirm that proposed technical revisions address Ardurra's engineering comments.
- Verification that agreed-upon technical revisions are incorporated into the final IGA submittal.
- Documentation of unresolved technical issues or residual operational risks for City awareness prior to acceptance.

Upon completion of reconciliation, Ardurra will prepare a technical summary and recommendation memorandum to assist the City in determining whether the IGA is suitable for acceptance. This memorandum will summarize key findings, confirm alignment with contractual and industry requirements, identify any remaining risks or assumptions, and provide a professional recommendation regarding IGA acceptance from a technical and performance-verification perspective.

Ardurra's role under this task is limited to independent technical review and advisory support. Ardurra will not prepare the IGA, assume responsibility for the accuracy of the Contractor's calculations, or certify guaranteed savings. The Performance Contractor remains solely responsible for the accuracy of all calculations and the validity of all financial guarantees. Validation of financial savings shall be performed by the Third-Party Certified Auditor as required by Florida Statute 489.145.

Deliverables:

- IGA Technical Review Memorandum (Draft and Final)
- IGA Comment Matrix and Disposition Log
- Reconciliation Meeting Summaries (up to three (3), as applicable)
- IGA Acceptance Recommendation Memorandum

320 Smart Utility Design Review (Preliminary and Final)

Ardurra, with support from Infrasync, will provide technical and engineering oversight for the Smart Utility Program design effort. This task focuses on independent review and advisory services in order that the proposed physical, digital, and analytical system elements are technically sound, constructible, interoperable, and aligned with NMB Water's operational objectives, regulatory requirements, and long-term performance goals.

Ardurra's role is to act as the City's technical advocate during design development, verifying that proposed solutions are appropriate for NMB Water's existing infrastructure, staff capabilities, and regulatory environment, while avoiding vendor lock-in and unnecessary lifecycle risk. Infrasync will lead reviews related to data systems, integration architecture, analytics, and sensor placement strategies, while Ardurra will lead reviews related to engineering design, regulatory compliance, and operational fit.

The design review process will address both preliminary and final design submittals, with structured comment tracking to resolution, so that key technical, operational, and compliance issues are identified and addressed prior to implementation.

Key Activities

Overall Smart Utility System Architecture

- Review and the Performance Contractor's proposed Smart Utility System Architecture to confirm compatibility across water, wastewater, energy, and IT/OT systems
- Evaluate system modularity, scalability, and resilience so future upgrades, vendor changes, and regulatory requirements can be accommodated
- Confirm alignment between physical infrastructure, sensor networks, data platforms, and analytics workflows

Metering Zones, Sensors, and Monitoring Infrastructure

- Validate preliminary and final layouts for district metering areas (DMAs), pressure zones, flow-monitoring boundaries, and sensor locations
- Assess sensor density, placement logic, redundancy, and accessibility to support reliable data collection and maintenance
- Confirm monitoring strategies support water loss management, I&I detection, operational response, and performance verification

Hydraulic Modeling, GIS, and Configuration Review

- Evaluate hydraulic modeling assumptions, calibration approaches, and outputs used to inform sensor placement, zone boundaries, and operational strategies
- Review GIS mapping, asset attributes, and spatial configurations for completeness, accuracy, and consistency with modeling and field conditions
- Identify data gaps or inconsistencies that could impact design reliability or performance analytics

Data Integration and Automation Design

- Review the Preliminary Data Integration and Automation Plan to confirm connectivity and interoperability among AMI, SCADA, GIS, CMMS/EAM, billing/CIS, laboratory systems, and analytics platforms
- Assess proposed data flows, refresh frequencies, validation steps, and automation logic to support performance monitoring and decision-making
- Evaluate alignment with the City-defined SMARTFLOW Ecosystem architecture and Data Governance Framework

IT/OT Systems and Cybersecurity

- Assess IT/OT system designs, including data pipelines, reporting structures, user access controls, and system scalability
- Review cybersecurity concepts, authentication methods, and segregation of operational and business networks in coordination with City IT policies
- Identify potential integration or security risks requiring mitigation prior to implementation

<u>Infrastructure-Specific Design Reviews</u>

Water Treatment Technology and Infrastructure

- Evaluate proposed water treatment process improvements, automation, instrumentation, and control strategies for compatibility with existing facilities and operational practices

- Review instrumentation accuracy, redundancy, and maintainability for performance monitoring and optimization
- Verify compliance with Florida DEP Chapter 62-550 and accepted engineering standards

Water Distribution Infrastructure

- Review distribution system designs, including sensor placements, meter vaults, valve boxes, access points, and surface restoration details
- Assess alignment with pressure management, water loss reduction, and asset management objectives

Wastewater Collection Infrastructure

- Review proposed sensor installations, monitoring manholes, lift station integrations, and communication infrastructure
- Assess civil, electrical, and structural design details for safety, accessibility, and reliability in wet-weather and emergency conditions
- Verify compliance with Florida DEP Chapter 62-604 requirements and alignment with CMOM and I&I reduction programs

Technical and Design Review Management

- Evaluate drawings, specifications, technical memoranda, and data sheets for completeness and adherence to City standards
- Track all review comments in a Design Review Matrix, document responses, and verify resolution prior to final acceptance
- Identify design-related risks, constructability concerns, or operational constraints for City awareness

Energy and Chemical Optimization Review

- Review proposed energy efficiency, pumping optimization, aeration control, and process automation strategies supporting reduced energy consumption
- Evaluate chemical optimization approaches, including dosing control, monitoring strategies, and baseline assumptions used for performance guarantees
- Confirm alignment of energy and chemical optimization measures with ISO-aligned baseline methodologies, IPMVP principles, and long-term operational sustainability

Deliverables

- Preliminary Design Review Comment Matrix and Summary
- Final Design Review Summary Memorandum (Draft and Final)
- Utility System Integration Architecture Diagram (Reviewed and Annotated)
- Data Automation and Reporting Review Summary

400 OPTIONAL FUTURE SERVICES

This task is reserved for expanded, long-term Owner's Representative services and may be activated through future Task Order approvals at the City's discretion. While the initial project phases focus on procurement and implementation support, Task 400 provides a framework for sustained program governance, ensuring the SmartFlow Ecosystem remains optimized, secure, and fully integrated into the City's long-term operations.

Upon authorization, these services would leverage Ardurra's deep technical expertise to support NMB Water in the following areas:

- Long-Term Program Management: Providing ongoing oversight of the Performance Contractor to ensure compliance with the 20-year contract terms and operational benchmarks.
- Annual Savings Audit Review: Coordinating with the Third-Party Certified Auditor to technically review and reconcile actual annual savings against guaranteed metrics.
- Ongoing Grant Monitoring & Reporting: Identifying and pursuing future federal and state funding cycles while managing technical reporting for existing grants.
- AI & DRL Model Optimization: Performing periodic technical reviews of the Deep Reinforcement Learning models to ensure predictive accuracy as infrastructure ages.
- Regulatory Data Synchronization: Ensuring wastewater and flow analytics are formatted to automatically support ongoing CMOM and FDEP compliance reporting.
- Predictive Capital Planning: Integrating AI failure predictions into the City's long-term Capital Improvement Plan (CIP) to prioritize infrastructure investments.
- Advanced Staff Training: Delivering ongoing technical development to ensure City personnel maintain proficiency as the SmartFlow Ecosystem evolves.
- Public Transparency Initiatives: Managing community-facing dashboards and informational materials that demonstrate the project's environmental and financial achievements.
- Energy & Chemical Audit Services: Conducting periodic technical reviews to identify secondary efficiency gains based on mature system data.
- Program Governance & Strategy: Facilitating strategic updates to the system architecture to incorporate new utility technologies or facility expansions.
- Predictive Analytics and AI-Based Failure Prevention (Technical Review and Advisory Support) including technical review and advisory support related to the Performance Contractor's proposed use of predictive analytics, artificial intelligence (AI), and advanced optimization techniques including Deep Reinforcement Learning (DRL) to support infrastructure failure prevention, operational optimization, and decision-support within the Smart Utility Program.

SCHEDULE

Project will be completed within approximately (12) months after Notice to Proceed. A detailed schedule will be presented at the project kick-off meeting.

COMPENSATION

The services described herein will be performed on a Time & Materials basis in the amount not to exceed **$462,132.00**. Ardurra will invoice NMB Water monthly and provide monthly progress report in a mutually agreed upon form and format consistent with the OR responsibilities associated with each Task and Subtask. Each invoice will summarize the work completed to date and the total percent complete of each task and subtask and will be reported on Ardurra's scope of work.

Subtask	Description	Subtotal
100	Project Management Services	$177,888.00
200	Engineering Support	$148,554.00
300	Implementation Oversight	$135,690.00
400	Optional Future Services	TBD
	Total:	**$462,132.00**

Task deliverables will be as detailed in the proposed Scope of Work and as approved by the City.

ASSUMPTIONS & EXCLUSIONS

The following assumptions apply to the Scope of Work described herein and are intended to clarify the responsibilities and limitations of the services to be provided by Ardurra and its subconsultant, Infrasync. These assumptions form the basis of the proposed level of effort and budget. Any deviation, expansion, or additional requirements beyond these assumptions may require a scope amendment and written authorization from NMB Water.

- Ardurra's role is limited to providing Owner's Representative engineering and technical advisory services in support of the City's Smart Utility Performance Contract. Ardurra is not the Engineer of Record, Program Manager, or Construction Manager for this project
- Ardurra's services are limited to professional advisory and oversight support and do not include construction management, means and methods, safety oversight, or warranty responsibility.
- The Performance Contractor is responsible for all design, construction, installation, system configuration, testing, commissioning, project controls systems, document control, and reporting.
- All meetings are assumed to be virtual unless otherwise authorized. Additional meetings apart from than those specified within this Scope of Work or requests for extended support will be treated as additional services
- Any services beyond those expressly described herein shall require written authorization from the City.
- The Performance Contractor shall be solely responsible for preparing the Investment Grade Audit (IGA), detailed engineering design, construction, installation, commissioning, and measurement and verification (M&V) of the Smart Utility Program
- Ardurra and Infrasync shall review and provide comments on the Contractor's deliverables, calculations, and reports to assist the City in validating accuracy and compliance; however, Ardurra will not direct, supervise, or control the Contractor's means, methods, or work execution
- Ardurra's review of any design, submittal, or report does not relieve the Performance Contractor of its responsibility for accuracy, completeness, or conformance with contractual requirements
- No design liability is assumed by Ardurra or Infrasync. All design and construction responsibility remains with the Performance Contractor
- Ardurra will not provide Construction Management, Resident Inspection, or Material Testing Services. Field involvement will be limited to observation, review, and progress verification in support of reporting and compliance evaluation
- Ardurra will not be responsible for developing, maintaining, or hosting any project management or data tracking software, dashboards, or control systems. The

Performance Contractor shall provide all dashboards, project controls, and reporting tools for use by the City and Ardurra

- The City and the Performance Contractor will provide timely access to all data, drawings, GIS layers, models, and facilities required for Ardurra's and Infrasync's reviews
- The scope assumes standard working hours (40-hour week) and excludes overtime, weekend, or holiday work unless specifically authorized by the City in writing
- Ardurra's review of the Contractor's pay applications will be limited to verification of quantities, documentation, and consistency with progress reports
- Ardurra will not perform surveying, permitting, right-of-way acquisition, or environmental assessments
- Ardurra's engineering review will focus on constructability, maintainability, and regulatory compliance; detailed re-design or calculation of Contractor's work is excluded
- Infrasync's IT/OT integration review will be limited to technical validation and recommendations for interoperability, cybersecurity, and data governance. Software development, coding, or configuration are excluded
- Ardurra will prepare progress reports, meeting summaries, and review memoranda based on information provided by the Contractor and the City. Ardurra will not be responsible for the accuracy of third-party data or assumptions
- The Performance Contractor shall lead all project meetings, prepare agendas, distribute materials, and issue formal meeting minutes. Ardurra may supplement with action-item summaries as needed
- Ardurra shall have access to project sites and Contractor facilities upon reasonable notice; however, Ardurra shall not be responsible for site safety or safety supervision of Contractor personnel
- Ardurra will not perform financial and savings validation as part of this Scope of Work. Ardurra is not to be responsible for the accuracy of the Contractor's financial projections, utility rate forecasts, or guaranteed savings outcomes
- The City shall provide a single point of contact for consolidating and transmitting City comments on deliverables. Multiple or conflicting direction from City departments shall be reconciled by the City prior to issuance to Ardurra
- Ardurra's services are based on the assumption that all required decisions, data, and approvals will be provided in a timely manner to avoid delay or rework
- Any legal, contractual, or dispute resolution matters between the City and the Performance Contractor are outside of Ardurra's scope
- Any additional work, extended duration, or change in scope requested by the City or resulting from schedule changes outside of Ardurra's control shall require written amendment and authorization prior to proceeding

Approved by:_____
Rodolfo E. Remon
Practice Director

ACCEPTED BY: CITY OF NORTH MIAMI BEACH

BY: _____
Hamid, Nikvam, NMB Water Director

BY: _____
Darvin Williams, City Manager

Date: _____

Date: _____

City of North Miami Beach

RFQ 22-018-MC

Task No. 1

Owner's Representative Services - Phase 1 Implementation for Smart Utility Performance Contract - Procurement & Evaluation Support

PROPOSED FEE SCHEDULE

Appendix A

										Budget	
		Principal	**Senior Project Manager**	**Engineer-Senior**	**Engineer-Mid Level**	**Scheduler/ Project Controls**	**Subject Matter Expert**	**QA/QC Manager**	**Total Hours**	**Labor**	**Subtotal**
	Rate, $/Hr	$280.00	$249.00	$219.00	$156.00	$226.00	$285.00	$200.00			
Task											
100	**Contract Oversight & Procurement Support**	56.00	112.00	158.00	148.00	180.00	70.00	80.00	804	$177,888.00	$177,888.00
110	*Performance Contract RFQ Development & Validation Support*	8.00	24.00	30.00	36.00	0.00	16.00	0.00	114	$24,962.00	
120	*Procurement and Evaluation Support*	12.00	24.00	28.00	32.00	0.00	8.00	0.00	104	$22,740.00	
130	*Project Controls, Coordination, and Reporting*	16.00	24.00	40.00	40.00	180.00		0.00	300	$66,136.00	
140	*Stakeholder Communications and Informational Materials*	4.00	16.00	20.00	20.00	0.00	28.00	0.00	88	$20,584.00	
150	*Grant & Funding Strategy*	8.00	8.00	40.00	20.00	0.00	10.00	0.00	86	$18,962.00	
160	*Quality Assurance, Quality Control, and Risk Management*	8.00	16.00	0.00			8.00	80.00	112	$24,504.00	
200	**DATA GOVERNANCE FRAMEWORK & SMARTFLOW ECOSYSTEM SET UP**	48.00	96.00	110.00	120.00	0.00	240.00	0.00	614	$148,554.00	$148,554.00
210	*Data Governance Framework and KPI / Baseline Architecture*	24.00	38.00	60.00	80.00	0.00	120.00	0.00	322	$76,002.00	
220	*SmartFlow Ecosystem Architecture & Platform Framework*	24.00	58.00	50.00	40.00	0.00	120.00	0.00	292	$72,552.00	
300	**ENGINEERING & TECHNICAL REVIEW**	48.00	60.00	110.00	190.00	0.00	188.00	0.00	596	$135,690.00	$135,690.00
310	*Investment Grade Audit (IGA) Technical Review*	24.00	24.00	70.00	70.00	0.00	96.00	0.00	284	$66,306.00	
320	*Smart Utility Design Review (Preliminary and Final)*	24.00	36.00	40.00	120.00	0.00	92.00	0.00	312	$69,384.00	
400	**OPTIONAL FUTURE SERVICES (TBD)**	0.00							0	$0.00	$0.00
	Total (Hours)	**152**	**268**	**378**	**458**	**180**	**498**	**80**	**2014**		
	Sub-Total Labor Fee									**$462,132.00**	**$462,132.00**
	ODC's (Mileage, Reproduction & Reimbursable) (See Appendix B)										**$0.00**
	Sub-Total Labor Fee/ODC										**$462,132.00**
	Total Project Cost (Labor/ODC)										**$462,132.00**
	% Utilization	**7.55%**	**13.31%**	**18.77%**	**22.74%**	**8.94%**	**24.73%**	**3.97%**	**100.00%**		
	Total ($)	**$42,560.00**	**$66,732.00**	**$82,782.00**	**$71,448.00**	**$40,680.00**	**$141,930.00**	**$16,000.00**			**$462,132.00**