

April 1, 2025  
Mr. Charlie Lynch  
City of Tampa  
306 E Jackson St  
Tampa, FL 33602



**RE: Scope of Work and Cost Proposal – Odor Monitoring Event for Waste Water Treatment Plant, City of Tampa.**

Dear Mr. Lynch :

Per your request Grove Scientific & Engineering Company (GSE) is pleased to extend the following scope of work and cost proposal to conduct Odor Monitoring at your facility in Tampa, Florida.

**The scope of work will proceed as follows:**

**TASK ONE: ODOR MONITORING AND ANALYSIS**

Conduct area analysis of Mercaptan (Methyl, Ethyl, Propyl, and Butyl) levels present and process through an accredited laboratory for analysis. Hydrogen Sulfide will be assessed via a Jerome meter to acquire a real-time measurement in the parts per billion range.

A written report will be supplied afterwards to summarize the findings effectively. A copy of the report will be sent to you via email. *Due to the turnaround time of the laboratory and shipping constraints, a report will not be available until at least 21 days after the monitoring event takes place.*

**Total Lump Sum Cost For Task 1: \$8,500**

If this scope of work and cost proposal is acceptable, please sign and return the enclosed short form contract as authorized to proceed. Payment by Check, ACH, or Credit Card is accepted.

GSE is a certified Woman Owned Business Enterprise with the State of Florida and Orange County, Florida. Thank you for choosing GSE's environmental services.

Respectfully,  
GROVE SCIENTIFIC & ENGINEERING COMPANY

A handwritten signature in black ink, appearing to read "D. Sterling".

Daniel Sterling

Vice President of Operations

# CONTRACT

This contract between Grove Scientific & Engineering Company (hereinafter referred to as "Grove"), and \_\_\_\_\_ (hereinafter referred to as "Client") is written confirmation and acceptance of our agreement (hereinafter referred to as this "Agreement") whereby Client has retained Grove to perform the scope of services as set forth in the attached letter agreement, dated April 1, 2025 (hereinafter referred to as "Addendum").

This Agreement acknowledges that Grove shall charge Client for services performed by Grove according to the Rate Schedule enclosed with this contract and the terms set forth in the attached Addendum. In addition, Client is responsible for any direct charges and out-of-pocket costs incurred by Grove in the course of the work performed for Client. These costs include, but are not limited to, shipping charges, travel expenses, equipment rental, subcontractors, reproductions and analytical laboratory expenses.

Grove will prepare and send an invoice to Client monthly. Client shall pay for the work performed by Grove upon receipt of an invoice from Grove. All unpaid invoices outstanding for more than thirty (30) days are subject to interest at a rate of 1.5% per month or 18% annual percentage rate (APR). If Client disagrees with the amount of an invoice, Client shall notify Grove within ten (10) working days or Client waives any complaint regarding the invoice. Client agrees that if an invoice is over thirty days past due GSE has the right to cease the work.

In the unlikely event that Grove must pursue collection efforts of an outstanding amount due Grove, Client agrees to pay the total cost incurred by Grove for collecting said debt, including attorneys' fees incurred prior to and as a result of filing suit. Venue for any action under this Agreement shall be Orange County, Florida. The payment and collection terms of this Agreement shall remain in full force and effect for any services additional to those set forth in the scope of services in the attached Addendum, which Grove may perform for Client in the future, unless otherwise agreed to in writing.

Client understands that this Agreement is for consulting services to be performed by Grove in accordance with the scope of services set forth in the attached Addendum. Client further understands that the report or information generated by Grove arising from this Agreement is intended only for use by Client unless otherwise agreed to in writing by Grove.

In performing the scope of services set forth in the attached Addendum, Grove does not assume any of the legal responsibilities as between any architect, engineers, contractor, or owner. Any opinion rendered by Grove is not intended to be legal opinion or conclusion. Furthermore, Grove does not warrant any representation or opinions, either expressed or implied, rendered by Grove arising from this Agreement.

Client shall protect and indemnify Grove against any loss or damages suffered by anyone arising through the negligence or misrepresentations of Client, or those employed by Client or agents of Client, and Client shall bear any expenses including attorney's fees which Grove may have or incur by reason of Client's negligence or misrepresentation. However, the liability of Grove is limited to the amount of the contract between Grove and the client. The client agrees to indemnify, defend (including attorney's fees) and hold harmless Grove from any liabilities above the amount of this contract.

If the terms set forth herein accurately reflect the agreement between Grove and client and are acceptable to Client, please sign this Agreement where indicated and return the original Agreement in the enclosed self-addressed stamped envelope. A copy of this Agreement is enclosed for your records. Upon receipt of this Agreement, Grove shall proceed immediately as stated in the attached Addendum.

Grove appreciates the opportunity to be of service and looks forward to working with you.

**The terms of this Agreement are acknowledged and accepted.**

**Client**  
  
**By:** \_\_\_\_\_

**Grove Scientific & Engineering Company**  
  
**By:** **Daniel Sterling, Vice President**

\_\_\_\_\_  
**Signature**  
  
\_\_\_\_\_  
**of:** \_\_\_\_\_  
**Company Name**

\_\_\_\_\_  
**Signature**  
  
\_\_\_\_\_  
**April 1, 2025**  
**Date**