



# Public Service Commission

-M-E-M-O-R-A-N-D-U-M-

---

**DATE:** January 9, 2002  
**TO:** Division of Commission Clerk and Administrative Services  
**FROM:** Ryan Fitch (Regulatory Analyst II) RF  
**RE:** Docket No.010919-SU, BFF Corp.

---

Attached is a copy of a letter dated January 3, 2002, for BFF Corp. Please add this letter to the above docket file.

Thanks,

Cc: Division of Economic Regulation (Rendell, Merta)

APP \_\_\_\_\_  
CAF \_\_\_\_\_  
CMP \_\_\_\_\_  
COM \_\_\_\_\_  
CTR \_\_\_\_\_  
ECR \_\_\_\_\_  
LEG \_\_\_\_\_  
OPC \_\_\_\_\_  
PAI \_\_\_\_\_  
RGO \_\_\_\_\_  
SEC **I** \_\_\_\_\_  
SER \_\_\_\_\_  
TH \_\_\_\_\_

DOCUMENT NO.  
**00278**  
**1-9-02**

**BFF Corp**  
**P.O. Box 5220**  
**Ocala, FL 34478**  
**352-622-4949**

**January 3, 2002**

Mr. Troy Rendell  
Florida Public Service Commission  
2540 Shumard Oak Blvd  
Tallahassee, FL 32399-0850

Re: Management Services – BFF Corp

Dear Mr. Rendell,

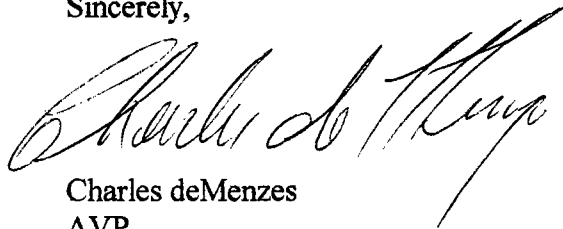
Per our telephone conversation, the following is a list of services provided to BFF Corp on a daily, weekly, monthly and annual basis. A description of each service provided is as follows:

1. Daily maintenance by our field man to check the lift station operations and check operating times. Round trip miles are 20 and time per run is approximately 1 hour.
2. Property maintenance consists of mowing around lift stations and spray field. Time average 4 hours per month plus fuel, bush hog and weed wacker.
3. Meter readings monthly, time of 3 hours per month.
4. Daily receipt posting and deposits. General Ledger posting. Time average 1 hour per week.
5. Monthly Billing Statements, stuffing and mailing. Time 1 hour per month
6. Weekly bill paying and posting to General Ledger. Time 1 hour per week.
7. Monthly General Ledger reporting and Bank Reconciliation. Time .5 Hour
8. Annual PSC Reporting, Year End Trial Balance and CPA consultation. Time 12 hours annually.
9. Materials and supplies, postage, etc. Approximately \$75.00 per month.
10. CPA Annual accounting expenses and tax return. \$900.00

A calculation-spread sheet is attached using an hourly rate of \$35.00, which is well below standard \$60.00 rates charged in the area and includes equipment as well as labor.

In addition, I have included expenses incurred by the owner, Mr. Robert Birenbaum and compensation for his time in traveling to Ocala to oversee the operation and company accounting information.

Sincerely,



Charles deMenzes  
AVP

ECONOMIC REGULATION

02 JAN -9 AM 10:12

FLORIDA PUBLIC SERVICE  
COMMUNICATIONS

Job Description	Hrs P/Wk	Hrs P/Mo	Hrs P/Yr
Daily Maintenance Run (20 miles)	5.00	21.50	258.00
Property Maintenance - Mowing		4.00	48.00
Meter Readings		3.00	36.00
Daily/Weekly Payment Posting	1.00	4.30	51.60
Monthly Billing Statements/Mailing		1.00	12.00
Weekly Bill Paying/Posting		1.00	12.00
Monthly G/L Reporting		0.50	6.00
Annual PSC Reporting		1.00	12.00
Total Hrs Per Year @ \$35 per Hour		36.30	435.60
<b>Labor, Equipment and Fuel Charges</b>		<b>1270.50</b>	<b>15246.00</b>
Misc, Postage, Supplies, etc		75.00	900.00
CPA Annual accounting & tax return		75.00	900.00
<b>Total Management Charges</b>		<b>1,420.50</b>	<b>17,046.00</b>
<b>Robert Birenbaum (Owner)</b>			
Travel to Ocala from Miami (Qtrly)			40.00
Review Books and Records			20.00
Total Hrs Per Year at \$100 per hr			6,000.00
Travel/Meals and Lodging			800.00
<b>Total for Robert Birenbaum</b>			<b>6,800.00</b>