Key Largo Wastewater Treatment District
Board of Commissioner's Meeting
Tuesday, September 15, 2020
4:00 PM

AGENDA

Board of Commissioners Meeting
103355 Overseas Highway
Key Largo, FL 33037

Meeting link for computer, tablet or smartphone.
www.gotomeet.me/KLWTDClerk/board-meeting

(Toll Free): 1 866 899 4679
(571) 317-3117

Access Code: 605-219-813

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

BOARD MEMBERS:

Nicolas Rodriguez	Chairman
Robert Majeska	Vice Chairman
Susan Heim	Secretary-Treasurer
Andrew Tobin	Commissioner

DISTRICT STAFF:

Peter Rosasco	General Manager
Nicholas Mulick	General Counsel
Diane Bockelman	Clerk

MISSION STATEMENT:
"The Mission of the Key Largo Wastewater Treatment District is to preserve and protect the delicate ecosystem of the Florida Keys while providing exceptional customer service."

Please mute cell phones

After each report, staff will give a verbal update and be available for questions

D. AGENDA ADDITIONS, CORRECTIONS OR DELETIONS

1. Approval of Agenda — *Action*

E. PUBLIC COMMENT

F. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

1. Minutes of September 1, 2020 — 3 — *Action*

G. GENERAL MANAGER'S REPORT

1. Introduction of Essential Net Solutions - Managed IT Services Vendor — 13
2. July 2020 Monthly Report — 14
3. Boardroom Audio and Video — 31

H. BUDGET AND FINANCE REPORT

1. Purchase of Replacement Service Vehicle — 51 — *Action*
2. FY2021 Insurance Deductible Options — 69

I. ADMIN AND CUSTOMER SERVICE REPORT

J. OPERATIONS REPORT

K. CONSTRUCTION REPORT

L. ENGINEER'S REPORT

1. Fiscal Year 2021 Weiler Engineering Work Authorizations — 71
2. Deep Injection Well Pumps Rebuilds and Upgrades — 99

M. LEGAL REPORT

1. Attorney-Client Closed Session to Discuss Big Chill Litigation Case No. 19-CA-175-P Time Certain at 5:00 PM — 113

N. COMMISSIONER'S ITEMS

1. Representative for the Water Quality Protection Program Steering Committee (Heim) — 114
2. Discussion regarding District organization (Commissioner Tobin) — 116

O. ROUNDTABLE DISCUSSION

1. Unfinished Business

P. ADJOURNMENT

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the KLWTD Board, with respect to any matter considered at this meeting, such interested person will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Persons with disabilities requiring accommodations in order to participate in the meeting should contact the District Clerk at 305 451-4019 at least 48 hours in advance to request accommodations.

Key Largo Wastewater Treatment District
Board of Commissioners Meeting
Agenda Item Summary

Meeting Date: September 15, 2020

Agenda Item Number: F-1

Agenda Item Type: Information / Presentation

Agenda Item Scope: Review / Discussion

Recommended Action: Action: Approval

Department: Legal

Sponsor: Nicholas Mulick

Subject:

Minutes of September 1, 2020

Summary of Discussion:

Staff to present the minutes from the previous board meeting for approval.

Reviewed / Approved		Financial Impact	Attachments
Operations:	_____	$	Minutes
Administration:	_____		
Finance:	_____	Funding Source:	
District Counsel:	_____		
District Clerk:	_____	Budgeted:	
Engineering:	_____	N/A	

Approved By: _____ **Date:** 9-10-2020
General Manager

Key Largo Wastewater Treatment District
103355 Overseas Hwy, Key Largo, FL
Tuesday, September 1, 2020

MINUTES

CALL TO ORDER (A)
Chairman Asdourian called the meeting to order at 4:00 PM.

PLEDGE OF ALLEGIANCE (B)
Chairman Asdourian led the Pledge of Allegiance.

ROLL CALL (C)
Present were: Chairman David Asdourian, Commissioners Nicolas Rodriguez, Robert Majeska, Andrew Tobin, Susan Heim; General Manager, Peter Rosasco; General Counsel, Nicholas Mulick; Clerk, Diane Bockelman; Department Manager, Connie Fazio; HR Coordinator, Laura Weinstock. Appeared virtually: Department Managers, Ryan Dempsey, Jered Primicerio; District Engineer, Ed Castle; and Senior Support Analyst, Kevin Becerra.

AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)
Approval of Agenda (D-1)

- Chairman Asdourian requested the addition of two items under Legal Report: 1) *Resignation from the Position of Chairman* as Item M-3, and 2) *Resignation of Commissioner* as Item M-4.
- Commissioner Tobin requested that Item N-1 be moved to before Item H-3.
- Commissioner Heim requested Item L-1 be postponed to the September 15, 2020 agenda and requested the addition of two items under Legal Report: 1) *Replacement Procedure for Chairman Position* as Item M-3a, and 2) *Replacement of a Commissioner* as Item M-4a.
- Mr. Rosasco requested Items G-1 and H-2 be postponed to the September 15, 2020 agenda.

Motion: **Commissioner Majeska made a motion to approve the agenda as amended. Commissioner Heim seconded the motion. The motion passed without objection.**

PUBLIC COMMENT (E)
No speakers.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS (F)
Minutes of August 4, 2020 (F-1)

Motion: **Commissioner Heim made a motion to approve the minutes of the August 4, 2020 meeting. Commissioner Majeska seconded the motion. The motion passed without objection.**

GENERAL MANAGER'S REPORT (G)
No report.

BUDGET AND FINANCE REPORT (H)
Fiscal Year 2021 Proposed Insurance Renewal (H-1)
Mr. Tom Jones of Brown and Brown of Homestead presented the fiscal year 2021 proposed insurance renewal.

Motion: Commissioner Tobin made a motion to approve the fiscal year 2021 insurance renewal and authorize the General Manager to make minor adjustments if needed. Commissioner Heim seconded the motion.

Vote on Motion

Commissioner Tobin - Aye
Commissioner Heim - Aye
Commissioner Rodriguez - Aye
Commissioner Majeska - Aye
Chairman Asdourian - Aye
Motion Passed: 5 to 0

Discussion Regarding Consolidation of Staffing Positions and Salaries (N-1)
Commissioner Tobin expressed his opinion regarding consultation between the Board and General Manager on matters concerning consolidation of staff positions and related salary adjustments.

FY2021 Proposed Budget, Narrative, Resolution, Staffing Plan & Organizational Chart (H-3)
Ms. Fazio presented the proposed fiscal year 2021 organizational chart, staffing plan, Resolution 12-2020, and budget.

Motion: Commissioner Rodriguez made a motion to adopt Resolution 12-2020. Commissioner Heim seconded the motion.

Vote on Motion

Commissioner Rodriguez - Aye
Commissioner Heim - Aye
Commissioner Majeska - Aye
Commissioner Tobin - Aye
Chairman Asdourian - Aye
Motion Passed: 5 to 0

ADMIN AND CUSTOMER SERVICE REPORT (I)
Amendment of 2006 Assessment Roll (I-1)
Ms. Bockelman presented Resolution 13-2020 to add new tax parcels to the 2006 assessment roll.

Motion: **Commissioner Majeska made a motion to adopt Resolution 13-2020. Chairman Asdourian seconded the motion.**

Vote on Motion

Commissioner Majeska - Aye
Chairman Asdourian - Aye
Commissioner Rodriguez - Aye
Commissioner Tobin - Aye
Commissioner Heim - Aye
Motion Passed: 5 to 0

Amendment of 2007 Assessment Roll (I-2)
Ms. Bockelman presented Resolution 14-2020 to add new tax parcels to the 2007 assessment roll.

Motion: **Commissioner Majeska made a motion to adopt Resolution 14-2020. Commissioner Rodriguez seconded the motion.**

Vote on Motion

Commissioner Majeska - Aye
Commissioner Rodriguez - Aye
Commissioner Tobin - Aye
Commissioner Heim - Aye
Chairman Asdourian - Aye
Motion Passed: 5 to 0

Amendment of 2009 Assessment Roll (I-3)
Ms. Bockelman presented Resolution 15-2020 to add new tax parcels to the 2009 assessment roll. Correction made to the resolution to accurately reflect the AK number of the new parcel from parent parcel 2 to AK No. 9104487.

Motion: **Commissioner Majeska made a motion to adopt Resolution 15-2020 as revised. Commissioner Rodriguez seconded the motion.**

Vote on Motion

Commissioner Majeska - Aye
Commissioner Rodriguez - Aye
Commissioner Tobin - Aye
Commissioner Heim - Aye
Chairman Asdourian - Aye
Motion Passed: 5 to 0

Amendment of 2016 Assessment Roll (I-4)
Ms. Bockelman presented Resolution 16-2020 to add new tax parcels to the 2016 assessment roll.

Motion: Commissioner Majeska made a motion to adopt Resolution 16-2020. Commissioner Rodriguez seconded the motion.

Vote on Motion

Commissioner Majeska - Aye
Commissioner Rodriguez - Aye
Commissioner Tobin - Aye
Commissioner Heim - Aye
Chairman Asdourian - Aye
Motion Passed: 5 to 0

2020 Assessment Resolution (I-5)
Ms. Bockelman presented the 2020 Assessment Resolution No. 17-2020.

Motion: Commissioner Majeska made a motion to adopt Resolution 17-2020. Commissioner Rodriguez seconded the motion.

Vote on Motion

Commissioner Majeska - Aye
Commissioner Rodriguez - Aye
Commissioner Tobin - Aye
Commissioner Heim - Aye
Chairman Asdourian - Aye
Motion Passed: 5 to 0

Contiguous Vacant Waiver – AK #9104487 - Peter A. Santi Trust (I-6)
Ms. Bockelman presented for the Board's consideration Resolution 18-2020 approving the request by the owner of AK #9104487 to waive wastewater service to the parcel and remove the System Development Charge.

Motion: Commissioner Rodriguez made a motion adopt Resolution 18-2020. Commissioner Tobin seconded the motion.

Vote on Motion

Commissioner Rodriguez - Aye
Commissioner Tobin - Aye
Commissioner Majeska - Aye
Commissioner Heim - Aye
Chairman Asdourian - Aye
Motion Passed: 5 to 0

Contiguous Vacant Waiver – AK #9104495 - Tirso and Maria Simo (I-7)
Ms. Bockelman presented for the Board's consideration Resolution 19-2020 approving the request by the owner of AK #9104495 to waive wastewater service to the parcel and remove the System Development Charge.

Motion: Commissioner Rodriguez made a motion to adopt Resolution 19-2020. Commissioner Tobin seconded the motion.

Vote on Motion

Commissioner Rodriguez - Aye
Commissioner Tobin - Aye
Commissioner Majeska - Aye
Commissioner Heim - Aye
Chairman Asdourian - Aye
Motion Passed: 5 to 0

System Impact Charge for Florida Keys Community College – AK #1659622 (I-8)
Ms. Bockelman presented Resolution 20-2020 to impose a System Impact Charge and increase the EDU assignment to 35.6 EDUs for the parcel located at 106040 Overseas Highway.

EXTENSION 6:00 PM

Motion: Commissioner Rodriguez made a motion to extend the meeting. The motion passed without objection.

Motion: Commissioner Rodriguez made a motion to adopt Resolution 20-2020. Commissioner Majeska seconded the motion.

Vote on Motion

Commissioner Rodriguez - Aye
Commissioner Majeska - Aye
Commissioner Tobin - Aye
Commissioner Heim - Nay
Chairman Asdourian - Aye
Motion Passed: 4 to 1

OPERATIONS REPORT (J)
No report.

CONSTRUCTION REPORT (K)
No report.

ENGINEER'S REPORT (L)
No report.

LEGAL REPORT (M)

Resolution to Establish Terms of Office for Members of the Board of Commissioners (M-1)

Mr. Mulick presented Resolution 21-2020 defining the term of office for the three commissioners that were elected to the Board of Commissioners in the 2020 general election. Correction made to Commissioner Majeska's name on page 1 and Section 1. A. was revised.

Motion: Commissioner Heim made a motion to adopt Resolution 21-2020 as revised. Commissioner Tobin seconded the motion.

Vote on Motion

Commissioner Heim - Aye
Commissioner Tobin - Aye
Commissioner Rodriguez - Aye
Commissioner Majeska - Aye
Chairman Asdourian - Aye
Motion Passed: 5 to 0

Request for Attorney-Client Closed Session to Discuss Big Chill Litigation Case No. 19-CA-175-P Time Certain at 5:00 PM (M-2)

Mr. Mulick requested an attorney-client closed session regarding the matter of Fisherman's Restaurant and Conference Center, LLC, Senor Frijoles, LLC, and Big Chill, LLC, vs. Key Largo Wastewater Treatment District, Case Number 19-CA-175-P, to be held on September 15, 2020 at 5:00 PM. Attending are Board Chairman David Asdourian; Commissioners Nicolas Rodriguez, Robert Majeska, Andrew Tobin, and Susan Heim; General Manager, Peter Rosasco; General Counsel, Nicholas Mulick; and a court reporter.

Motion: Commissioner Tobin made a motion to approve the request. Commissioner Rodriguez seconded the motion.

Vote on Motion

Commissioner Tobin - Aye
Commissioner Rodriguez - Aye
Commissioner Majeska - Aye
Commissioner Heim - Aye
Chairman Asdourian - Aye
Motion Passed: 5 to 0

Resignation from the Position of Chairman (M-3)

Chairman Asdourian resigned from the position of Chairman.

Replacement Procedure for Chairman Position (M-3a)

Commissioner Majeska nominated Commissioner Rodriguez for the office of Chairman. Commissioner Heim seconded the motion. No other nominations were made.

Vote on Motion

Commissioner Majeska - Aye
Commissioner Heim - Aye
Commissioner Rodriguez - Aye
Commissioner Tobin - Aye
Chairman Asdourian - Aye
Motion Passed: 5 to 0

Resignation of Commissioner (M-4)
Chairman Asdourian informed the Board that he is resigning from the Key Largo Wastewater Treatment District Board of Commissioners, effective September 2, 2020.

Replacement of a Commissioner (M-4a)
Staff will publish notice in local newspapers that the Board will vote to fill the vacant seat at the October 6, 2020 meeting.

EXTENSION 6:30 PM

Motion: Commissioner Heim made a motion to extend the meeting. The motion passed without objection.

COMMISSIONERS' ITEMS (N)
Item N-1 was discussed during the Budget and Finance Report.

ROUNDTABLE DISCUSSION (O)
Unfinished Business (O-1)

ADJOURNMENT (P)
The Meeting was adjourned at 6:37 PM.

_____ _____

Nicolas Rodriguez, Chairman Diane Bockelman, Clerk

Seal

Changes made to FY21 Budget from 1st presentation at 8/4/20 to 2nd presentation 9/1/20

Revenue:

Non-Dept. Revenue:

Islamorada revenue increased from $1,140,000 to $1,230,000

Capital Improvement Revenue:

Stewardship Grant Revenue increased from $2,255,125 to $2,325,385

Cash on Hand increased from -502,032 to -568.998

Operating Cash Commitment to Reserves: From $0 to $940,000

Planned Use of Reserves: From $691,000 to $764,000

TOTAL REVENUE increased from $17,491,060 to $18,597,344

(increase of $1,106,284)

Expenses:

Non-Departmental Expenditures:

Transfer to R&R Fund increased from $551,800 to $1,068,522

Transfer to Insurance Deductible Reserve from $20,000 to $960,000

Admin Dept:

Insurance decrease from $252,000 to $208,000 due to increased deductible on property

Added Capital Project: Audio-Visual System in Boardroom $29,000

Decreased Total Admin Dept Expenses from $1,960,244 to $1,942,046

Plant Dept:

Reduced electric expenses per Ed Castle's direction from $466,000 to $433,505

Decreased Total Plant Dept Expenses from $2,747,677 to $2,715,182

Field Dept:

Reduced electric expenses per Ed Castle's direction at various vac stations: (total of $23,001)

Vac A: From $68,000 to 64,802

Vac D: From $65,000 to $62,220

Vac G: From $40,000 to $33,375

Vac I: From $30,000 to $22,053

Vac JK: From $53,000 to $50,549

Decreased Total Field Dept Expenses from $2,167,173 to $2,144,172

Maintenance Dept:

No changes

Capital Improvements:

Removed engineering for flushing ports from $17,100 to zero

Reduced Capital flushing ports from $342,644 to $10,000 (due to change in scope to "Flushing Ports with Pressure Gauges (Qty 2)

Decreased Total Capital Improvement Dept Expenses from $3,919,928 to $3,643.184

Overall Budget change: from $17,491,060 to $18,597,344

(increase of $1,106,284)

Key Largo Wastewater Treatment District
Board of Commissioners Meeting
Agenda Item Summary

Meeting Date: September 15, 2020

Agenda Item Number: G-1

Agenda Item Type: Information / Presentation

Agenda Item Scope: Review / Discussion

Recommended Action: Discussion

Department: General Manager

Sponsor: IT

Subject:

Introduction of Essential Net Solutions - Managed IT Services Vendor

Summary of Discussion:

Introduction of the District's new Managed IT Service vendor, Essential Net Solutions, to the Board.

Reviewed / Approved		Financial Impact	Attachments
Operations:	_____	$	
Administration:	_____		
Finance:	_____	Funding Source:	
District Counsel:	_____		
District Clerk:	_____	Budgeted:	
Engineering:	_____	N/A	

Approved By: _____ **Date:** 9-10-2020
General Manager

Key Largo Wastewater Treatment District
Board of Commissioners Meeting
Agenda Item Summary

Meeting Date: September 15, 2020

Agenda Item Number: G-2

Agenda Item Type: Information / Presentation

Agenda Item Scope: Review / Discussion

Recommended Action: Discussion

Department: IT

Sponsor: Peter Rosasco

Subject: Boardroom Audio and Video

Summary of Discussion:

Staff to present options for updating the Boardroom audio system and enhance the virtual meeting experience.

Reviewed / Approved		Financial Impact	Attachments
Operations:	_____	$	1. Comparison Chart 2. AVI-SPL Quote 3. VIBE Design Group Quote 4. Midtown Video Quote
Administration:	_____		
Finance:	_____	Funding Source:	
District Counsel:	_____		
District Clerk:	_____	Budgeted:	
Engineering:	_____	N/A	

Approved By: _____ **Date:** 9-10-2020
General Manager

Boardroom Audio

This option has the contractor installing and programming the system. AVI-SPL offer a 90-day warranty on installation and labor with manufacturer's warranty on equipment. VIBE Design Group offer a 1-year warranty on installation and labor with manufacturer's warranty on equipment. Midtown Video offer a 90-day warranty on installation and labor with manufacturer's warranty on equipment.

AVI-SPL	VIBE Design Group	Midtown Video
$28,467.70	-	$35,190.00
With 1yr Maintenance	With 1yr Maintenance	With 1yr Maintenance
$30,246.10	$37,131.61	$37,465.00

AudioVisual Solutions Proposal For

Key Largo Wastewater Treatment District

KLWTD Boardroom Upgrade

AVI SPL®

Audio Visual Innovations, Inc. - A wholly owned subsidiary of AVI-SPL, Inc.

772 South Military Trail
Deerfield Beach, FL 33442
(954) 938-9382
Fax: (954) 776-4772
www.avispl.com

Prepared By: Martin Lois
Martin.Lois@avispl.com

Proposal No: 343559-1

Investment Summary

Prepared For:	**Kevin Becerra**
	Key Largo Wastewater Treatment District **103355 Overseas Highway** **Key Largo, FL 33037-4762**

Prepared By:	**Martin Lois**
Date Prepared:	**08/16/2020**
Proposal #:	**343559-1**
Valid Until:	**10/16/2020**

Total Equipment Cost	**$21,925.96**

Includes cable, connectors, hardware, switches, relays, terminal blocks, panels, etc., to ensure complete and operational system

Professional Integration Services	**$5,600.00**

Includes engineering, project management, CAD, on-site installation and wiring, coordination and supervision, testing, checkout, owner training, etc. performed on the Owner's premises. Also includes all fabrication, modification, assembly, rack wiring, programming, warranties, etc., some performed at AVI-SPL

Direct Costs	**$0.00**

Includes non equipment or labor costs, such as travel expenses, per diem, lift and vehicle rentals

General & Administrative	**$941.74**

Includes all G & A expenses: bonds, vehicle mileage, shipping and insurance

Subtotal	**$28,467.70**
Tax	**Exempt (*)**
Total	**$28,467.70**

*** Exemption from sales tax will be recognized only after a valid sales tax exemption certificate or other appropriate documentation of exemption has been provided to and approved by AVI-SPL; otherwise all applicable sales taxes will apply.**

Purchase orders should be addressed to Audio Visual Innovations, Inc.

Signed _____ Printed _____ Date _____

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Room Summary - Boardroom Upgrades

Equipment List

Mfg	Model	Description	Qty	Unit Price	Extended Price
		DISPLAY			
OFE	OFE	EXISTING DISPLAY	0	$0.00	$0.00
		WEB CONFERENCING			
OFE	OFE	OWNER FURNISHED PC	1	$0.00	$0.00
CRESTRON	CREHDEXTUSB2000C	EXTENDER, 4K HDMI & USB OVER HDBaseT GSA CONTRACT GS-35F-0275S	1	$804.60	$804.60
LOGITECH	LOG960001226	CAMERA, 13MP, 60 FPS, USB 3.0, 3840 X 2160 Contract TIPS 170306 Technology Solutions Products and Services	1	$1,157.20	$1,157.20
LOGITECH	LOG939001802	CABLE, 25M STRONG USB 3.1 Contract TIPS 170306 Technology Solutions Products and Services	1	$711.08	$711.08
		WIRELESS MICROPHONES			
SHURE	SHUMXW8Z10	TRANSMITTER, DESKTOP BASE Contract TIPS 170306 Technology Solutions Products and Services	10	$422.22	$4,222.20
SHURE	SHUMX410C	10"SHOCK-MOUNTED GOOSENECK, CARDIOID, W/SURFACE MOUNT PREAMP Contract TIPS 170306 Technology Solutions Products and Services	10	$221.67	$2,216.70
SHURE	SHUMXWAPT8Z10	TRANSCEIVER, 8-CH ACCESS POINT Contract TIPS 170306 Technology Solutions Products and Services	1	$2,480.56	$2,480.56
SHURE	SHUMXWAPT2Z10	TRANSCEIVER, 2-CH ACCESS POINT Contract TIPS 170306 Technology Solutions Products and Services	1	$950.00	$950.00
SHURE	SHUMXWNCS8	CHARGING STATION, 8CH NETWORKED Contract TIPS 170306 Technology Solutions Products and Services	2	$1,293.06	$2,586.12
SHURE	SHUMXWNCS4	CHARGING STATION, 4CH NETWORKED Contract TIPS 170306 Technology Solutions Products and Services	1	$1,002.78	$1,002.78
		AUDIO PROCESSING & CONTROL			
QSC	QSCCORE110FNA	SYSTEM, UNIFIED SERIES CORE W/ 24 LOCAL I/O CHANNELS, 1RU Contract TIPS 170306 Technology Solutions Products and Services	1	$2,222.22	$2,222.22
QSC	QSCSLDAN16P	SOFTWARE LICENSE, Q-SYS DANTE 16x16 CHANNEL, PERPETUAL Contract TIPS 170306 Technology Solutions	1	$277.78	$277.78

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Mfg	Model	Description	Qty	Unit Price	Extended Price
		Products and Services			
QSC	QSCTSC55WG2BK	CONTROLLER, 5.5" IN-WALL TOUCH PANEL Contract TIPS 170306 Technology Solutions Products and Services	1	$777.78	$777.78
QSC	QSCSLQUD110P	SOFTWARE LICENSE, Q-SYS CORE 110 UCI DEPLOYMENT, PERPETUAL Contract TIPS 170306 Technology Solutions Products and Services	1	$111.11	$111.11
NETGEAR	NETGS308PP100NAS	SWITCH, 8-PORT GIG UNMANGED POE Contract TIPS 170306 Technology Solutions Products and Services	1	$89.92	$89.92
QSC	QSCSPA2200	AMPLIFIER, 2 CHANNEL 1/2 RU, ENERGY STAR Contract TIPS 170306 Technology Solutions Products and Services	1	$455.56	$455.56
QSC	QSCACC6T	SPEAKER, 6" 2-WAY CEILING 70/100V (ORDER IN PAIRS) Contract TIPS 170306 Technology Solutions Products and Services	8	$88.89	$711.12
		EQUIPMENT RACK			
OFE	OFE	EXISTING EQUIPMENT RACK Contract TIPS 170306 Technology Solutions Products and Services	1	$0.00	$0.00
				Subtotal	**$20,776.73**

Room Support and Maintenance

Warranty; 3-months **$0.00**

Equipment Total	$20,776.73
Installation Materials	$1,149.23
Professional Services	$5,600.00
Direct Costs	$0.00
General & Administrative	$941.74
Subtotal	**$28,467.70**

For informational purposes only – all Purchase Orders must match Investment Summary details.

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Integration Inclusions & Exclusions

Inclusions

The following items are INCLUDED in this proposal unless specifically noted otherwise within this proposal document or scope of work statement:

- All equipment, wire and accessories required for a fully functional audio/visual system per the agreed upon scope of work.
- Non-union labor associated with audio/visual system engineering, installation, programming and testing.
- Documentation package including complete as-built AV system diagrams and manufacturer's operation manuals.
- Coordination and cooperation with the construction team in regard to installing the system.
- User demonstration of full AV system operation for final sign-off.

Any additional trips, labor or materials due to failure of the other work forces to have the audiovisual system rough-in work completed as anticipated and previously confirmed, will be added to the project billing as required.

Where applicable, the owner's architect will provide AVI-SPL's engineering department with all required architectural floor, reflected ceiling, building elevation, and section plans in AutoCAD® format at no charge to AVI-SPL.

Exclusions

The following items are EXCLUDED from this proposal unless specifically identified otherwise within this proposal document or scope of work statement.

- All conduits, high voltage wiring panels, breakers, relays, boxes, receptacles, etc. Any related electrical work including but not limited to 110VAC, conduit, core drilling, raceway and boxes.
- Voice/data cabling, IE analogue phone lines, ISDN lines, network ports, etc.
- Network connectivity, routing, switching and port configuration necessary to support audiovisual equipment.
- Concrete saw cutting and/or core drilling.
- Fire wall, ceiling, roof and floor penetration, patching, removal or fire stopping.
- Necessary sheet rock replacement, ceiling tile, T-bar replacement and/or wall/ceiling repair.
- Any and all millwork (moldings, trim, etc.). All millwork or modifications to project millwork/furniture to accommodate the AV equipment is to be provided by others.
- Painting, patching or finishing of architectural surfaces.
- Permits
- Engineered (P.E.) seals and/or stamped structural/system details.
- HVAC and plumbing relocation.
- Rough-in, bracing, framing or finish trim carpentry for installation.
- Cutting, structural welding, or reinforcement of structural steel members required for support of assemblies, if required.
- Owner furnished equipment or equipment furnished by others that is integrated into the systems (as described above) is assumed to be current, industry acceptable and in good working order. If it is determined that this equipment is faulty upon installation, additional project charges may be incurred.
- Warranty or Customer Care service coverage for Owner furnished equipment or equipment furnished by others.
- Additional or specific manufacturer's "User Adoption" training.
- Additional costs for union labor.

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Scope of Work

Client	Key Largo Wastewater Treatment District
Contact	
Project	Boardroom Upgrade
Date	August 16, 2020
Proposal Number	343559-1

Boardroom Upgrade

AVI-SPL will:

- Use the existing display, the display will be connected to the OFE PC for presentation and web conferencing.
- Use the existing equipment rack
- Provide and install a Logitech Rally camera, the camera will be installed in the rear of the room to capture the front of the room. The camera's USB signal will be extended to the OFE PC, the camera control will be through the Logitech remote or through the PC.
- Provide and install (10) wireless 10" goose neck microphones, the microphones have a local mute. The microphones will provide a 2 zone mix minus voice lift (participant microphones in zone 1 will be heard in zone 2 and vice versa). The microphones will be labeled, there will be (5) mics per zone (2 zones) and the microphones assigned to a particular zone can not be used in the other zone, this will ensure there are no issues with the mix minus system.
- Provide and install (8) ceiling speakers and a two-zone amplifier, the room will be split into two zones for voice lift. The presenters will project to the audience speaker zone and the audience will project to the presenter zone. The amplifier will be located in the existing equipment rack.
- Provide and install a QSC DSP with 5.5" touch panel, the DSP will handle all of the audio processing and control. The DSP and touch panel will be located in the equipment rack.

Customer will:

- Provide power at the following locations:
  - Rack location.
- Provide data drops and IP configuration data for the following devices (AVI-SPL will not change or modify any settings on the owner furnished network, all network configuration for devices on the owner furnished network are to be provided by others):
  - OFE PC for web conferencing (Rack).

Customer is responsible for any and all electrical; core drilling, drywall repair, painting or modifications to millwork. System will be fully tested after installation.

Installation comes with a 90 Day warranty for all AVI-SPL supplied equipment.

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Additional Warranties are available:

AVIELITERM **Elite Maintenance Services - Room** **12 Months** **$1,778.40**

Service Levels Available:

	Essential (T&M)	Enhanced	Elite
Unlimited Remote Help Desk, 24x7		●	●
Unlimited Onsite Support, 8x5			●
In Manufacturer-Warranty Hardware	●	●	●

Support Services are provided on a per-room or per-project basis.

AVI-SPL

Customer

Print Name: _____

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VIBE Design Group
3700 NW124 Ave. Suite 106
Coral Springs, FL 33065

TOWN HALL CHAMBER

VIDEO

QTY	DESCRIPTION	PRICE	PRICE EXT	LABOR EXT	TOTAL
2	***OWNER FURNISHED*** OFE TV Owner Furnished TV TV and Mount provided…	$0.00	$0.00	$320.00	$320.00
1	Telycam TLC-300-IP-20-W 20xzoom, HDMI/IP/SDI/USB3.0 PTZ camera, 108.	$750.00	$750.00	$80.00	$830.00
1	Ubiquiti Networks UBNT-US-16-150W Ubiquiti US-16-150W Networks Net…	$280.00	$280.00	$240.00	$520.00
1	Icron Technologies 300115 USB 3.0 Spectra 3001-15, USB 3.0, 1-Port, 15m..	$299.00	$299.00	$80.00	$379.00
1	Vibe Engineering and Project Management Services Engineering, Drafting…	$0.00	$0.00	$4,240.00	$4,240.00
	VIDEO TOTAL				$6,289.00

AUDIO

QTY	DESCRIPTION	PRICE	PRICE EXT	LABOR EXT	TOTAL
1	QSC CORE 110f Unified Series Core with 24 local I/O channels, 128x128 ne..	$2,999.00	$2,999.00	$240.00	$3,239.00
11	Shure MX415LPDF/C 15" Shock-Mounted Gooseneck, Green/Red LED Rin…	$199.00	$2,189.00	$880.00	$3,069.00
11	Shure MX890=-G4 Wireless Desktop Base with Integrated Wireless Transm..	$389.00	$4,279.00	$880.00	$5,159.00
11	Shure SLX4L=-G4 Diversity Receiver with TTL Logic Output, PS21US Powe..	$329.00	$3,619.00	$1,320.00	$4,939.00
2	Shure UA844+SWB Five-way active antenna splitter and power distributi…	$475.00	$950.00	$480.00	$1,430.00
8	QSC AC-C6T 6.5" Two-way ceiling speaker, 70/100V transformer with 8Ω b..	$135.00	$1,080.00	$640.00	$1,720.00
1	QSC CX204V 4 channels, 200 watts/ch at 70V.	$800.00	$800.00	$120.00	$920.00
2	Shure UA8 1/2 wave antenna	$30.00	$60.00	$40.00	$100.00
1	Middle Atlantic A24-22CS BOXED,DWR-24-22 CENTER	$829.00	$829.00	$80.00	$909.00
1	Vibe Engineering and Project Management Services Engineering, Drafting…	$0.00	$0.00	$4,240.00	$4,240.00
	AUDIO TOTAL				$25,725.00

TOWN HALL CHAMBER TOTAL **$35,798.76**

Labor prices include design, engineering, installation and programming. Warranty, freight, and misc. materials are included in room totals. See summary page for breakouts.

PROJECT SUMMARY

LOCATIONS

	EQUIPMENT	LABOR	TOTAL
TOWN HALL CHAMBER	$20,373.55	$16,085.56	$37,131.61
	LOCATIONS TOTAL		$37,131.61

SYSTEMS

	EQUIPMENT	LABOR	TOTAL
VIDEO	$1,493.13	$5,748.15	$7,290.57
AUDIO	$18,880.42	$10,337.41	$29,841.04
	SYSTEMS TOTAL		$37,131.61

TRAVEL	$925.00
STANDARD WARRANTY	$1,280.56
MISC. HARDWARE	$906.70
SHIPPING AND FREIGHT	$672.50
	$3,784.76
TAX	$1,332.85
PROJECT TOTAL	$37,131.61

SHIPPING, TAXES AND OTHER FACTORS MAY NOT BE REPRESENTED HERE AND WILL APPEAR ON THE ACCEPTANCE PAGE

VIBE Design Group
3700 NW124 Ave. Suite 106
Coral Springs, FL 33065

ACCEPTANCE

FINANCIAL

PAYMENT SCHEDULE

Deposit and Net 30 monthly progressive payments based on percentage completion are required. Our **minimum** payment schedule is noted below. Payment delays beyond 15 days will result in cessation of work until full payment. No retainage.

Payment may be withheld ONLY for the portion of work incomplete.

Stage 1 Deposit - 40% (Due prior to start of work)
Stage 2 Majority of field devices installed - 25%
Stage 3 Prior to Rack Delivery - 20%
Stage 4 Prior to commissioning - 10%
Stage 5 After training and first use - 5%

EQUIPMENT TOTAL	$18,134.00
SHIPPING TOTAL	$0.00
ENGINEERING	$4,680.00
INSTALLATION	$5,400.00
MANAGEMENT	$3,200.00
PROGRAMMING	$600.00
LABOR TOTAL	$13,880.00
TRAVEL	$925.00
STANDARD WARRANTY	$1,280.56
MISC. HARDWARE	$906.70
SHIPPING AND FREIGHT	$672.50
SUBTOTAL	$35,798.76
TOTAL TAX	$1,332.85
PROJECT TOTAL	$37,131.61

TERMS

I accept this proposal and hereby authorize VIBE Design Group to proceed with the installation of the included systems at the facilities of Key Largo Water Waste Treatment constructing at 103355 Overseas Hwy Key Largo, Florida 33037 as described in the totality of this document. I further authorize VIBE Design Group to be granted the facility access that will be required to complete this project in a workmanlike and timely manner and for payment to be made to VIBE Design Group. In keeping with the Terms of Payment listed above. It has been made clear to me that there exist no understandings regarding this project with any relevant party unless and until Key Largo Water Waste Treatment and VIBE Design Group agree to such additional or alternate understandings in writing. Project cost and pricing are dependent upon a continual flow of work without interruption or delays imposed by Key Largo Water Waste Treatment or their staff, construction, other building trades or any other party, and additional costs may be incurred by Key Largo Water Waste Treatment from VIBE Design Group. If such delays result in additional costs that are not covered by the pricing in this proposal. I agree that any additions to and/or deletions from the materials and labor to be provided by my acceptance of this proposal and any resulting change(s) in cost of this project shall only be by way of written change order(s) and shall be valid only after being signed by Key Largo Water Waste Treatment and VIBE Design Group. This proposal is valid only if accepted in writing by Key Largo Water Waste Treatment and deposit payment received no later than September 25, 2020. Please note the following qualifications and exclusions :

- All electrical work by others (power and grounding)
- All plywood backing to be installed by others
- All raceway and conduit stubs with pullstring by others
- Cable tray, sleeves, and firestopping by others
- DirectTV / Comcast to provide receivers, dish, and associated connections, if applicable
- Monthly provider services are excluded (television, internet, background music, etc), if applicable
- Permit costs are **excluded**
- Bond is **excluded**
- Stamped drawings / structural / wind load ratings are **excluded**
- Secure onsite storage is **required**

ACCEPTANCE

KEY LARGO WATER WASTE TREATMENT

SIGNED | DATE

PRINT NAME | TITLE

VIBE DESIGN GROUP

SIGNED | DATE

PRINT NAME | TITLE

PROPOSAL

Town Hall Chamber

Key Largo Wastewater Treatment District

103355 Overseas Hwy,
Key Largo,
Florida 33037 United States
+1 305-451-4019

Revision: 0
Modified: 5/1/2020

Presented By:

Midtown Video

4824 sw 74th Ct
Miami, FL 33155 USA
305-669-1117
http://midtownvideo.com/

Town Hall Chamber: WALL

Unassigned

	1	**Gefen GEFEXTUSB20LRS** Gefen USB 2.0 over Cat5 Extender- extends up to 330 feet	$495.00
	1	**Logitech LOGPTZPRO2** Logitech PTZ PRO 2 HD 1080p video camera with enhanced pan/tilt and zoom	$849.00
		Unassigned Total	$1,344.00

VIDEO

	1	**TBD 75" DISPLAY** [OFE] - EXISTING 75" DISPLAY	$0.00
	1	**TBD DISPLAYMOUNT** [OFE] - EXISTING 75" DISPLAY MOUNT	$0.00
		VIDEO Total	$0.00

Town Hall Chamber: WALL Total **$1,344.00**

Town Hall Chamber: TABLE

AUDIO

	10	**Shure MX415LPDF/C** Shure 15" Cardioid Dualflex gooseneck microphone with bi-color status indicator	$1,990.00
	10	**Shure MX890-G4** Shure Wireless Desktop Base for MX405, MX410, and MX415	$3,890.00
		AUDIO Total	$5,880.00

Town Hall Chamber: TABLE Total **$5,880.00**

* Price Includes Accessories

Unassigned

	1	**Extron EXT60159401** Extron SMP 111 - Single Channel H.264 Streaming Media Processor	$2,540.00
		Unassigned Total	$2,540.00

AUDIO

	1	**Biamp BIATesiraFORTEAVBVT4** Biamp Digital audio server, 4 analog input, 4 analog output, include acoustic echo cancellation (AEC) technology on all 4 input	$1,865.00
	1	**Biamp Systems BIATESIRAFORTEAVBCI** Biamp TesiraFORTE DSP fixed I/O server with 12 analog input, 8 analog output, 8 channel configurable USB audio, 128 x 128 channel of AVB, and Sona acoustic echo cancellation technology (all 12 input)	$2,395.00
	1	**Crestron Electronics CREAMP120070** Crestron Single-Channel Modular Power Amplifiers, 200W, 70V	$475.00
	10	**Shure SHUSLX4LG4** Shure SLX4L Wireless Receiver (G4: 470 to 494 MHz)	$3,290.00
	2	**Shure SHUUA844SWB** Shure Wideband antenna distributor with power cable	$950.00
	1	**Ubiquiti Networks UBIUS16150** Ubiquiti Networks UniFi Managed PoE+ 16-Port Gigabit Switch with SFP (150W)	$375.00
		AUDIO Total	$9,350.00

RACK & MATERIALS

	1	**TBD EQUIPMENTRACK** [OFE] - EXISTING EQUIPMENT RACK	$0.00
		RACK & MATERIALS Total	$0.00

Town Hall Chamber: RACK Total **$11,890.00**

* Price Includes Accessories

AUDIO

	8	**AtlasIED ATLFAP62T** Atlas 6" Strategy II Ceiling Speakers	$760.00
	4	**Shure SHUUA874US** Shure UHF Active Directional Antenna	$1,316.00
		AUDIO Total	$2,076.00

Town Hall Chamber: CEILING Total **$2,076.00**

* Price Includes Accessories

Labor and Materials			
	1	**Midtown Video MTV1BULKCABLE** System Cables for Installations	$995.00
	1	**Midtown Video MTV1HARDWARE**	$350.00
	1	**Midtown Video MTV1MAINTENANCE** Midtown Video System Maintenance, Annual Support Plan Subscription (See Maintenance Plan Documentation for Details). Includes semi-annual preventive maintenance visits, break-fix service calls, annual user-training visit.	$2,275.00
	1	**Midtown Video MTV1MATERIALS** Miscellaneous Materials	$800.00
	1	**Midtown Video MTV-F Audio Programming** Audio Programming	$2,200.00
	1	**Midtown Video MTV-F Installation** Installation Labor	$6,800.00
	1	**Midtown Video MTV-F Project Management** Project Management	$580.00
		Labor and Materials Total	$14,000.00

Labor and Materials Total	**$14,000.00**

Project Subtotal:	**$35,190.00**

* Price Includes Accessories

PROJECT SUMMARY

Total Installation Price:	$35,190.00
Grand Total:	**$35,190.00**

Client: **Date**

Contractor: **Midtown Video** **Date**

SCOPE OF WORK

Client has a meeting space/town hall chamber with two commissioners tables, presenter's podium and audience seating. Participants also join the meetings over VOIP calls.

Client will provide all power, data and conduit (Already in place, no new cost).
Client will provide OFE 75" TV (Already in place. No new cost.)

Midtown Video recommends the following microphone solution:
10 Shure wireless push-to-talk table bases with gooseneck mics.
This allows the best pick up of clearest spoken word. The consideration of a ceiling microphone is not recommended by Midtown Video because voices have to carry a good distance to reach mic which would also pick up room noise/ambient sound.
The inclusion of a mute button on the wireless bass also allows for privacy when necessary.

Use existing equipment rack

1. Best microphone solution for a room 24 ft x 30 ft with mic pick up mostly at front 2/3 of the room
2. DSP with AEC and VOIP for new microphones
3. In-ceiling speakers and new amplifier
4. Recording of meeting sessions on Solid State media
5. USB camera for GoToMeeting conferences

Midtown Video will design, install, program and commission all work outlined here. Old equipment will be removed from existing rack and new equipment installed, cabled and tested. A brief training will be provided at the completion of installation.

Included in this updated proposal is a One-year service and support agreement to cover support phone calls, on-site service labor, and one additional training session for system administrators.

1 Year Maintenance Coverage: $2,275.00

PAYMENT OPTION 1:
50% DUE WITH PURCHASE ORDER
BALANCE DUE NET 15 ON COMPLETION OF INSTALLATION

PAYMENT OPTION 2:
WITH APPROVED CREDIT, 3RD PARTY FINANCE

Key Largo Wastewater Treatment District
Board of Commissioners Meeting
Agenda Item Summary

Meeting Date: September 15, 2020

Agenda Item Number: G-3

Agenda Item Type: Information / Presentation

Agenda Item Scope: Review / Discussion

Recommended Action: Discussion

Department: General Manager

Sponsor: Peter Rosasco

Subject:

July 2020 Monthly Report

Summary of Discussion:

Department heads will present their section of the Monthly Report.

Reviewed / Approved		Financial Impact	Attachments
Operations:	_____	$	Monthly Report
Customer Service:	_____		
Finance:	_____	Funding Source:	
District Counsel:	_____		
District Clerk:	_____	Budgeted:	
Engineering:	_____	N/A	

Approved By: _____ **Date:** 9-10-2020
General Manager

July 2020 Monthly Report

Key Largo Wastewater Treatment District

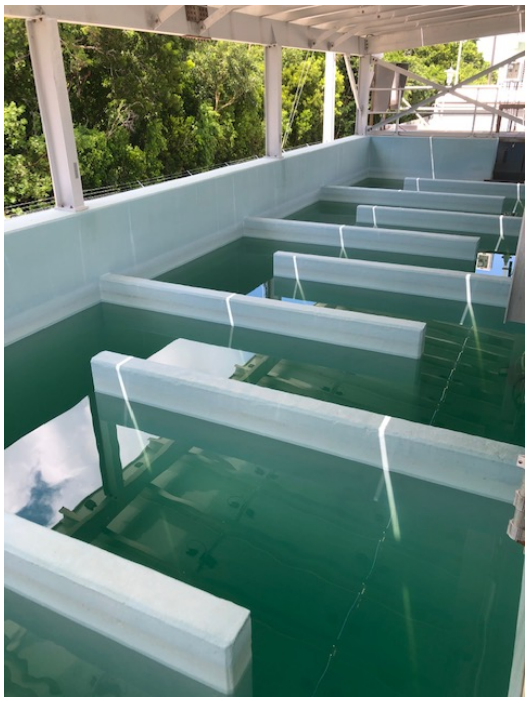
103355 Overseas Highway

Tel: (305)451-4019

Wastewater Plant Operations

The wastewater treatment plant processed an average of 2.04 million gallons of influent per day (MGD). The Treatment Plant remains in compliance with the Florida Department of Environmental Protection (FDEP) guidelines.

Semi-annual maintenance of the chlorine contact chamber (CCC), filters and analyzers were conducted in compliance with FDEP requirements. The CCC facility is in great condition 10 years after being placed in service.

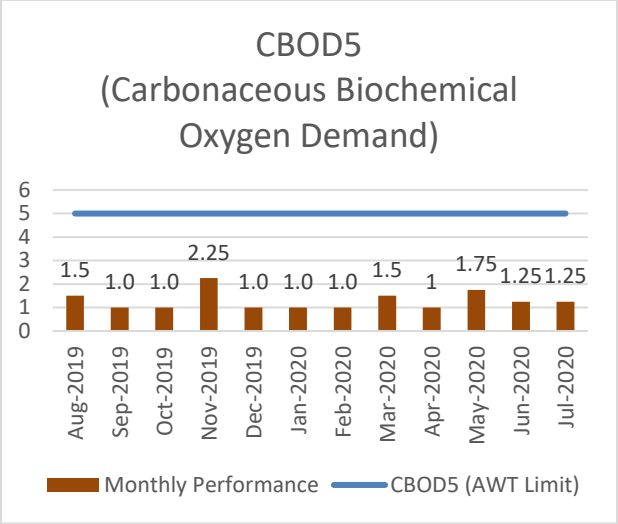


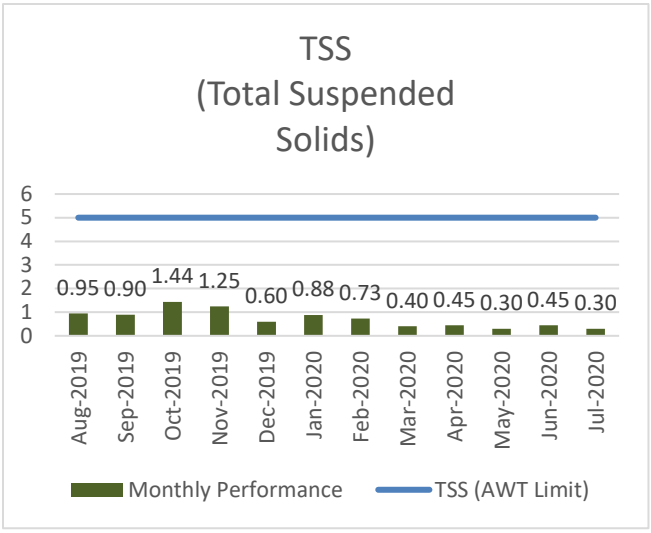
Effluent Quality Reports (mg/L)

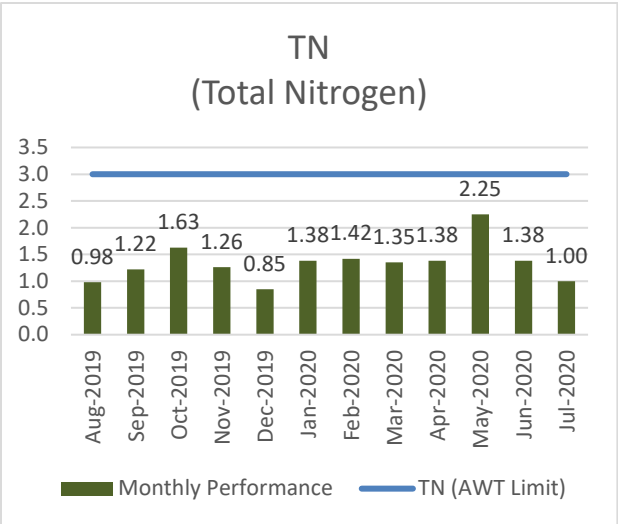
Determines the quality of discharge from the wastewater treatment plant.

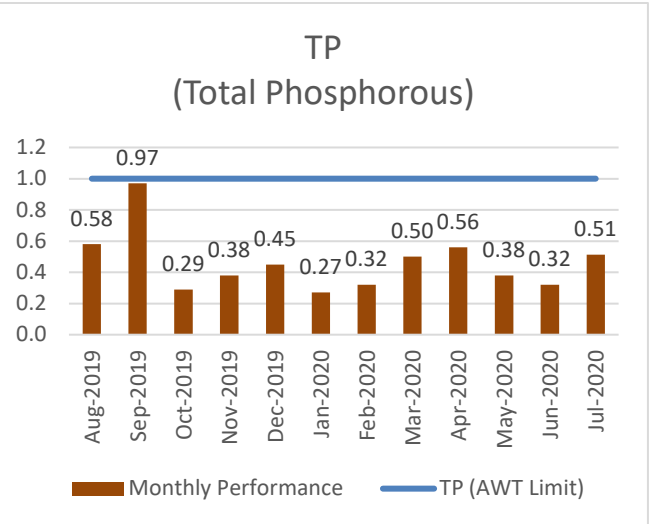
Effluent Quality Report	AWT Limit Annual Average	July 2020 Plant Performance	Average 2020 Plant Performance
CBOD5 (Carbonaceous Biochemical Oxygen Demand)	5	1.25	1.3
TSS (Total Suspended Solids)	5	0.30	0.50
TN (Total Nitrogen)	3	1.00	1.45
TP (Total Phosphorous)	1	0.51	0.41

12 Month Average Quality Reports



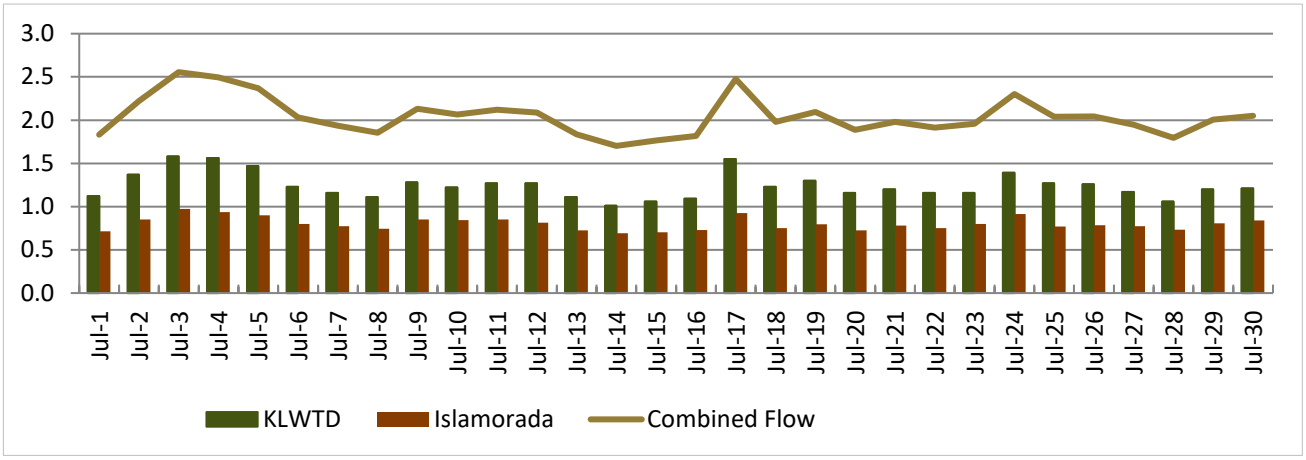






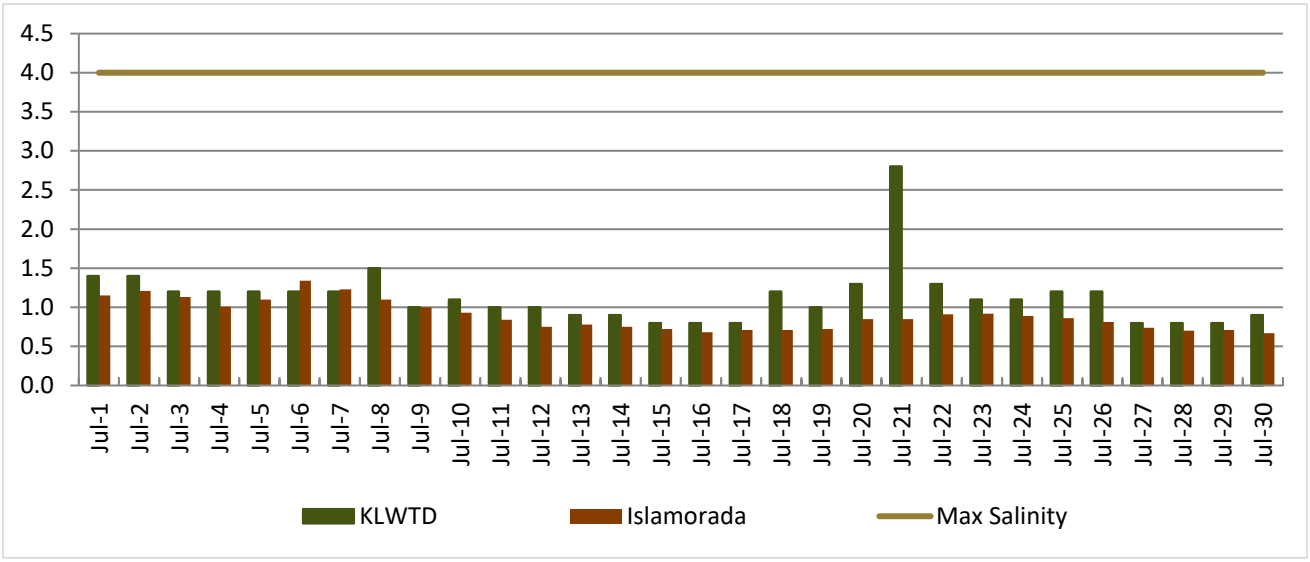
Current Flow (MGD)

The total flow of influent through the wastewater treatment plant each day.



Daily Peak Salinity (PPT)

The daily peak salinity for the current month.



Islamorada

Average Daily Flow	Monthly Peak Salinity	Days over 4.0 PPT Salinity
0.802 Million Gallons per Day	1.3 Parts per Thousand	0

Wastewater Field Operations

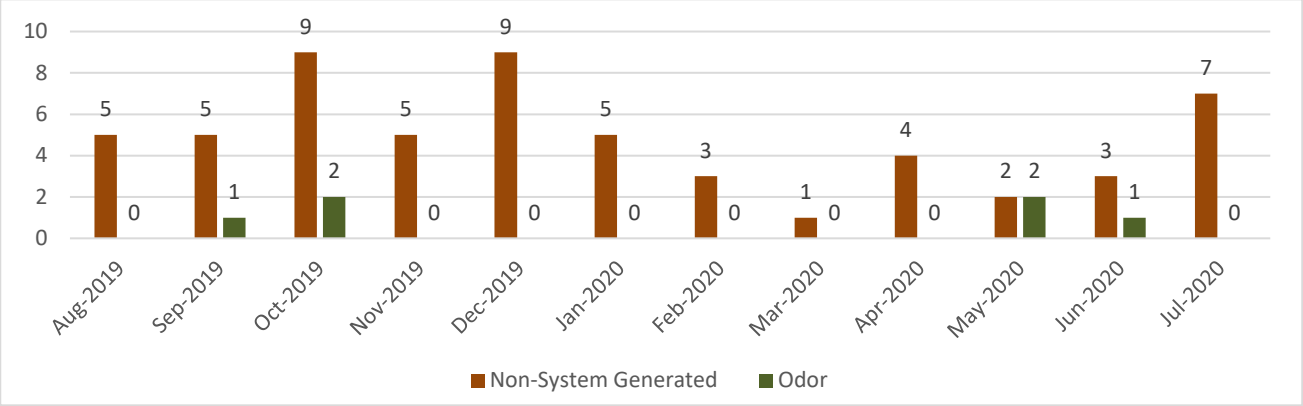
There was a total of 44 service calls for the current month. Of these, 34 were system generated, mostly by low vacuum detection at a vacuum station. These system generated service calls were corrected quickly by the field staff. The remaining 7 service calls are as follows:

Date	Address	Incident	Response	KLWTD Issue
July 4	58 S Blackwater Ln	Neighbor experiencing a backup	Pit and cleanouts were inspected. Pit was manually discharged and was working properly.	No
July 10	49 Mutiny Pl.	Water coming out of manhole	Streets were flooded with rainwater causing the pit to release air bubbles.	No
July 10	806 Brown St.	Toilets not working	Pit was manually discharged and found in working conditions.	No
July 11	128 Long Key Rd.	Backup	Pit was manually discharged and found in working conditions.	No
July 21	202 Hispaniola Rd.	Sewage in yard	Small puddle was found above the cleanout cap. Repaired pit by replacing parts. Area was sanitized and system was in working order.	Yes
July 24	135 Hilson Ct.	Neighbors experiencing a backup	Crew manually discharged pits and inspected cleanouts on both properties.	No
July 26	500 Burton Dr. Unit 3307	Backup	System was inspected and both buffer tanks were working properly.	No

Backups

Date	Address	Incident	Response	KLWTD Issue
July 11	126 Ocean Shores Dr.	Sewage coming out of the air terminal and back up home.	Pit was found to be overwhelmed. Components were changed to repair the pit. System was returned to working condition and no damage was caused in the home.	Yes
July 18	21 Mockingbird Rd.	Backup	Pit was found to be overwhelmed. An inspection found sensor tube to be full of grease. Grease was cleared, and pit was back in working condition. Home was sanitized and repairs were made.	Yes

Non-System Generated Calls



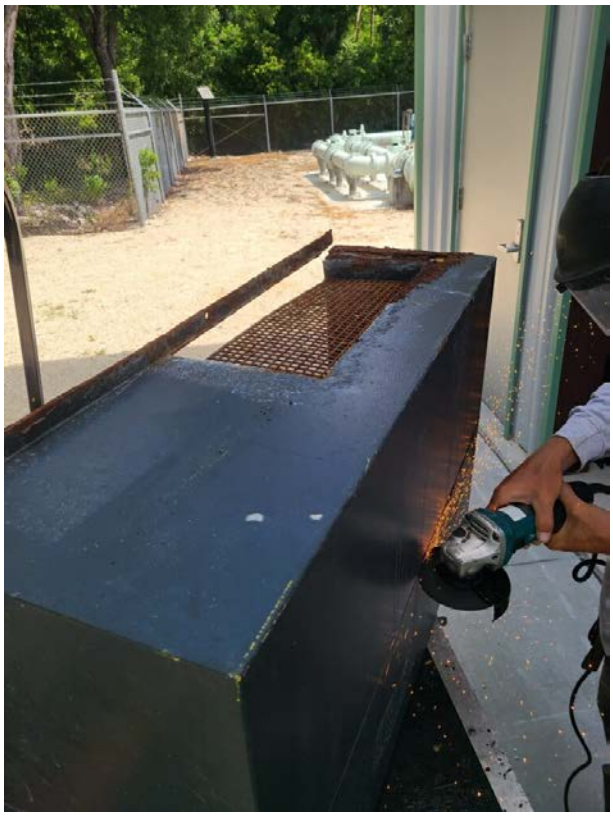
Maintenance

Vacuum Station E Sewage Pump Upgrade

A new style of sewage pump was installed at Vacuum Station E. The new pump has a different style motor and pump configuration.

Digester Blower Intake Vent Rebuild

A new intake vent was fabricated for the digester blower. The old steel vent was rusted and damaged so a new one was built out of aluminum.



8

Dump Trailer Axle Rebuild

The brakes, bearings and hubs were serviced on the dump trailer. New bearings and brakes were installed on all four hubs.

Construction

Current Construction Projects

Project	Contract Amount (Including Direct Purchases)	Engineering and Other Cost	Total Project Cost	Total Cost to Date	Balance to Complete
Steel Storage Building (Reynolds)	$257,333.51	$62,000	$319,333.51 (anticipated)	$254,365.97	$64,968.54
Reynolds completed work on the storage building in May and the Certificate of Substantial Completion was issued. Reynolds worked on Final Punch List items and completed items as of the end of July, including revisions to the Record Drawings as requested per WEC review. Reynolds sent the required letter certifying that they had reached Final Completion, including completion of all punch list items, dated July 31, 2020. It is anticipated that WEC and the District will accept this notice and proceed with project closeout in August.					
Fire Safety (MJ Wood)	$798,109.00	$44,633.78 ($3,500 is 3rd party consultant)	$842,743.00 (anticipated)	$315,289.65	$507,766.82
MJ Wood has been working on installation of fire detection systems and preparing for installation of the fire suppression systems and other miscellaneous safety items included in their scope of work. Fire detection installation has been completed at all vacuum stations except A & D. At A & D, the hardware is largely installed but no power is run yet. WEC has created a running interim punch list as tasks are completed at the various locations so that MJ Wood can address these items early on. So far, only very minor deficiencies have been noted. Work on the Operations Building and Administration Building had not progress as of the end of July. Final shop drawings have been received for the fire mist system for the main WWTP generator and for the fire protection for the electrical cabinets. The installation drawings for the fire protection systems are expected soon. The current construction shows completion of all installations by late March with startup and certification of all systems by early April, 2021.					
Note: The cost breakdown below is direct costs for construction only, engineering is not included.					
WWTP Electrical Panel Clean Agent Fire Suppression	$119,463.00	This component provided clean agent fire suppression for the major electrical panels at the WWTP and included additional fire detection peripherals. These are non-proprietary components and can be purchased off the shelf. The scope of work included integration of the fire alarm detection and suppression system into the existing FACP and SCADA.			
Fire Detection & Suppression at Vacuum Pump Stations	$348,944.00	This component includes provision of a fire alarm control panel and fire detection peripherals at the vacuum stations. Clean agent fire suppression is provided only for the AirVac electrical panel and the Automatic Transfer Switch. The vacuum stations include A, D, E, G, I and J/K.			

Fire Detection and Alarms at the House & Office at Vac Station I	$38,368.00	This component includes installation of fire detection peripherals for the house and the office at Vacuum Station I, including integration into the main FACP at the Vacuum Station I pump station.
Fire Detection for Main Generator at WWTP	$18,010.00	This component included installation of a fire detection system in the generator enclosure for the large generator at the WWTP. Integration of the fire detection equipment into the WWTP FACP and SCADA are included in the scope.
Install Voice Evacuation / Emergency Response Loudspeakers	$83,250.00	This additive alternate item includes installation of a voice evacuation system that will automatically notify personnel orally of an emergency condition, including recommendation for evacuation if needed.
Chlorine Leak Detectors	$30,844.00	This item includes installation of three chlorine gas detectors that will generate an alarm should chlorine be detected. Detection of chlorine will result in notification and activation of the voice evacuation system.
Fire Detection & Suppression at Admin Bldg.	$67,353.00	This item includes installation of fire detection peripherals and a fire alarm control panel at the Administrative Building. It also includes clean agent fire suppression for the server room only.
Water Mist Fire Protection for Main Generator at WWTP	$69,387.00	This item provides for installation of a fine mist water fire suppression system for the main generator at the WWTP. This very large generator would be expensive to replace if damaged and would likely have a long lead time.
Fire Walls and Barriers at Vacuum Stations A & D	$22,490.00	This item provides for construction of fire doors and walls at Vacuum Stations A and D. These two stations have their generators and fuel tanks indoors. Should a fire occur at the fuel tank or generator, it could spread to the control room and cause severe damage.
Project	**Estimate**	**Status**
Solar Phase 2 & 3	Bid Amount: $2,484,188.00 (final award amount to be negotiated)	The Solar Phase 2 & 3 project includes the installation of solar arrays at the WWTP, on the roof of the Administration Building and on the roof of the five full-size vacuum stations. The Board has directed staff to enter into value engineering negotiations with Burke Energy as the highest ranked respondent. Staff had discussions and negotiations with Burke throughout June and July, with a final scope and cost agreement reached. Burke has submitted bonds and insurance documents and a marked-up copy of the Agreement. WEC is reviewing the bonds and insurance submittals and has reviewed the Agreement markup. The Agreement is currently under review by KLWTD Legal and Admin staff. WEC's comments on the agreement have been provided to the District.

Upcoming Construction Projects

Project	Status
Vacuum Trailer and VPS Modifications	The proposed FY21 budget includes an item for the design and purchase of a trailer mounted vacuum skid system that will include four 25 HP vacuum pumps and control panels to run the trailer-mounted vacuum pumps and the in-sump wastewater pumps. The project also includes modifications to the piping and the electrical components at the vacuum stations to allow quick connection of the vacuum trailer to the VPS piping and control systems The vacuum trailer is being planned as a means to run the vacuum pump stations should a catastrophic failure of the vacuum pump skid and/or control panel at a VPS occur. The trailer and VPS modifications would allow for the vacuum trailer to connect to a failed VPS and to operate the VPS in automatic mode while repairs or replacements are made. The design and RFP documents for this procurement are being prepared and should be available for final review and publication by the end of September 2020.
Re-Coating of Exteriors of Concrete Tanks and Headworks Structures at the WWTP	Jered Primicerio has recommended that the pre-stressed concrete SBR and Effluent Equalization Tanks and the Headworks Structure be re-coated. The original coatings are approaching their maximum useful life. Re-coating now will re-seal the concrete and will help prevent deterioration of the concrete and penetration of water into the concrete, which can cause corrosion of rebar and spalling. WEC has suggested that the Digester concrete tank be re-coated at this point as well since it was completed only a few years after the other tanks. Re-Coating all at the same time will put them on the same maintenance schedule, will take advantage of already having a contractor mobilized to the site, and will ensure that the coatings on all tanks match.
Rebuilding of Effluent Deep Injection Well Pumps	There are 4 deep injection well (DIW) pumps at the WWTP. They have been in service for approximately 11 years. Electrolytic has been observed when pumps are submerged. Additional cathodic protection was added to mitigate the electrolytic corrosion. Oxidative corrosion occurs when the pump chambers are drained, and the shafts and bearings are exposed to oxygen. The DIW pumps require repair. A proposal has been received to repair the pumps and to upgrade the pump materials to a more corrosion resistant grade of stainless steel. Two rebuilds have been budgeted for FY20-21 for $36,500 each. The remaining two will be placed in the FY21-22 budget for rebuilds.

IT

Active IT Projects

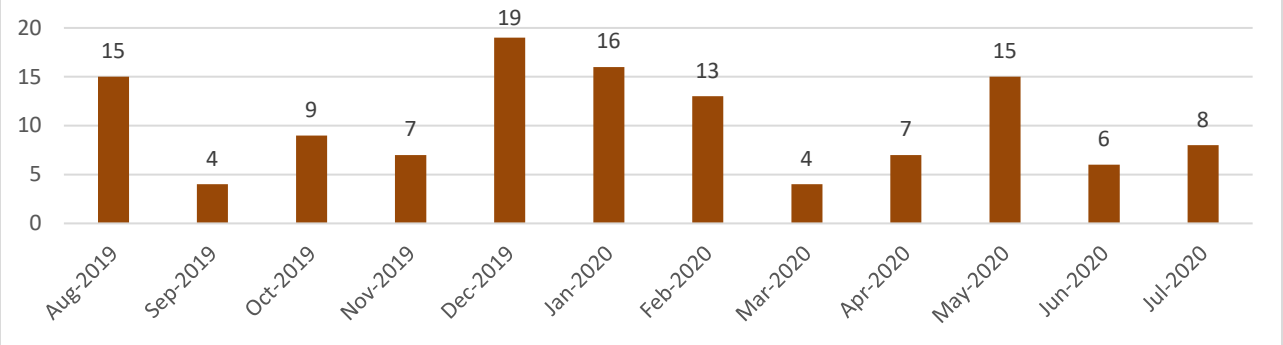
Project	Cost	Description
BS&A Expansion of Services	$155,910.00	Staff is expanding the use of BS&A Software as an alternative to the Continuing Database Service RFQ. This project was presented to the Board in June 2019 and approved in August 2019. BS&A came down in the end of October 2019 and beginning of November 2019 to make their initial on-site discovery. The Assessment portion of the project was deployed in April 2020 and is currently in use. Due to current events, the remainder of the project has been delayed. The project is expected to be completed February 2021.
Managed IT Services RFP	$64,068	On April 15th this RFP was made live. There was a non-mandatory meeting on April 29th with 12 non-district attendees. The proposal opening date was Tuesday, June 2nd. Seven proposals submitted. The proposals were ranked and the top four were presented to the Board on July 21st. This was brought back to the Board on August 4th. The Board chose ENS.

Customer Service

Customer Service Call-Ins

	Total
Air Terminal Issues	1
Approval to Proceeds	9
Backups	2
Collections	16
Commercial Tie-ins	1
Construction	7
Demo	6
Hydro Test	2
Locates	3
MOD Calls	1
Pit Overflow	2
Tie-Ins (Calls)	8
Total	**58**

Number of Tie-Ins



Budget & Finance

Current Debt Status

SRF Loan – KLNC 46401P	$12,443,951.49
SRF Bonded Loan - KLNC 464010	$3,478,179.06
BB&T 2013 Bond	$2,438,074.42
BB&T 2014 Bond	$2,438,932.38
Current Balance of all loans:	**$20,799,137.35**

Cash Flow

	Deposits	**Expenditures**
Wastewater Billing Deposits Received	$499,391.16	
Assessment Revenue Received (Non-Ad Valorem & SDC Prepayments)	$10,129.63	
Islamorada Revenue	$115,557.15	
Interest Income	$11,698.63	
District Expenditures (checks written)		$446,142.00
Payroll		$134,596.42
Total	**$636,776.57**	**$580,738.42**

FKAA Wastewater Revenue Statistics

Date	Number of Customers Billed	WW Revenue Received	Date	Number of Customers Billed	WW Revenue Received
Aug. 2018	9,744 8897 Residential 848 Commercial	$ 762,732.81	**Aug. 2019**	9,895 9009 Residential 886 Commercial	$769,276.84
Sept. 2018	9,746 8901 Residential 845 Commercial	$708,046.38	**Sept. 2019**	9,880 8996 Residential 884 Commercial	$747,721.90
Oct. 2018	9,740 8891 Residential 849 Commercial	$559,228.99	**Oct. 2019**	9,923 9038 Residential 884 Commercial	$669,629.74
Nov. 2018	9,765 8917 Residential 848 Commercial	$682,580.47	**Nov. 2019**	9,918 9031 Residential 887 Commercial	$771,021.80
Dec. 2018	9,751 8901 Residential 850 Commercial	$757,659.72	**Dec. 2019**	9,956 9068 Residential 888 Commercial	$715,391.48
Jan. 2019	9,782 8925 Residential 850 Commercial	$657,903.66	**Jan. 2020**	9,950 9051 Residential 899 Commercial	$727,658.08
Feb. 2019	9,794 8931 Residential 863 Commercial	$559,749.47	**Feb. 2020**	9,950 9058 Residential 892 Commercial	$656,557.85
March 2019	9,817 8946 Residential 871 Commercial	$1,011,953.04	**March 2020**	9,955 9062 Residential 893 Commercial	$654,393.64
April 2019	9,811 8941 Residential 870 Commercial	$728,062.69	**April 2020**	9,956 9057 Residential 899 Commercial	$542,535.40
May 2019	9,882 9008 Residential 874 Commercial	$802,622.36	**May 2020**	9,957 9062 Residential 895 Commercial	$720,766.30
June 2019	9,820 8952 Residential 868 Commercial	$725,547.97	**June 2020**	9,995 9107 Residential 888 Commercial	$631,872.43
July 2019	9,875 9005 Residential 870 Commercial	$777,681.98	**July 2020**	Billing Invoice not received as of 8/20/2020	$499,391.16
Total Revenue from Aug. 2018 through July 2019		**$8,733,769.54**	**Total Revenue from Aug. 2019 through July 2020**		**$8,106,216.62**

Key Largo Wastewater Treatment District
Board of Commissioners Meeting
Agenda Item Summary

Meeting Date: September 15, 2020

Agenda Item Number: H-1

Agenda Item Type: Information / Presentation

Agenda Item Scope: Review / Discussion

Recommended Action: Action: Approval

Department: Finance

Sponsor: Ryan Dempsey

Subject:

Purchase of Replacement Service Vehicle

Summary of Discussion:

Staff recommends purchase of one service vehicle from Bomnin Chevrolet to replace a vehicle that was determined by insurance claim to be a total loss. The replacement vehicle is a 2021 Chevrolet Colorado.
Cost for the vehicle with minimal wait time from Bomnin is approximately $24,000. The exact cost will be based on vehicle specifications available at the time of purchase. Cost with a 5-6 wait time from Alan Jay is $22,788.
The District received $21,506 from the insurance claim for the damaged vehicle.

Reviewed / Approved		Financial Impact	Attachments
Operations:	_____	$	Bomnin Chevrolet current price
Administration:	_____	Expense	Alan Jay Quote
Finance:	_____	Funding Source:	
District Counsel:	_____	Rate Revenue	
District Clerk:	_____	Budgeted:	
Engineering:	_____	No	

Approved By: _____ **Date:** 9-10-2020
General Manager

BOMNIN CHEVROLET
DADELAND *Committed to Excellence*

~~Extended Cab Long Box 2~~ ~~Wheel Drive W~~

VIN: **1GCHSBEA8M1109249** STOCK NUMBER: **M1109249**

BOMNIN PRICE $23,832

MSRP $27,100

See Important Disclosures Here

1 of 41

CURRENT OFFERS

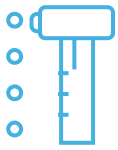
MSRP	**$27,100**
Bomnin Discount[1]	- $2,268
Customer Cash [2]	- $1,000
Bomnin Price	**$23,832**
Savings	$3,268

Click here for more offer information

VEHICLE AT A GLANCE

FUEL ECONOMY
19 CITY / 25 HWY

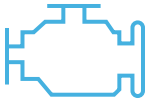
MILEAGE
N/A



TRANSMISSION
AUTOMATIC

EXTERIOR COLOR
SUMMIT WHITE

INTERIOR COLOR
JET BLACK/DARK ASH



ENGINE DATA
2.5L I4 DI DOHC VVT

VEHICLE DESCRIPTION

The Price you see is the price you will pay. NOT A PENNY MORE. You may qualify for additional incentives. We offer preferred pricing and VIP service to you directly through the Internet department. If you are looking for The NO Hassle Approach with No Back and Forth, then for more information please visit us at www.bomninchevrolet.com. Accessories and color may vary. Quoted price subject to change without notice to correct errors or omissions or in the event of inventory fluctuations. This is an individualized price quote and is valid solely in connection with a purchase by you, the recipient. Quoted price good on date of publication only. Price already include applicable manufacturer rebates and incentives which are subject to manufacturer incentive or rebate qualification criteria and requirements, and which may be contingent upon manufacturer finance company approval. Manufacturer incentive data (customer rebates) is provided by third parties and believed to be accurate as of the time of publication. Manufacturer incentives may expire at any time. Dealer service/document fee of $895 is not included in quoted price. Tax, tag, electronics and registration fees not included. Standard features are based upon trim level. Price does not include dealer installed options or equipment. All features not on all vehicles. See Accessories listing for accessories particular to this vehicle. Internet Price includes the following incentives:

CCESSORIES

Shop our entire portfolio of Chevrolet Accessories and make your vehicle one of a kind.

Wheels and a Black Bowtie for personal style or a set of Cross Rails to expand your cargo options, we've got you covered.

Choose from the only accessories Designed, Engineered, Tested and Backed by Chevrolet as well as Associated Accessories from our partners at Thule, Kicker and others to personalize and enhance your

VISIT ACCESSORIES

SPECIFICATIONS

ENTERTAINMENT

- Audio system feature, 6-speaker system
- Audio system, Chevrolet Infotainment 3 system 7" diagonal color touchscreen, AM/FM stereo. Additional features for compatible phones include: Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, Apple CarPlay and Android Auto capable
- SiriusXM Radio enjoy an All Access trial subscription with over 150 channels including commercial-free music, plus sports, news and entertainment. Plus listening on the SiriusXM app, online and at home on compatible connected devices is included, so you'll hear the best SiriusXM has to offer, anywhere life takes you. Welcome to the world of SiriusXM. (IMPORTANT: The SiriusXM radio trial package is not provided on vehicles that are ordered for Fleet Daily Rental ("FDR") use. If you decide to continue service after your trial, the subscription plan you choose will automatically renew thereafter and you will be charged according to your chosen payment method at then-current rates. Fees and taxes apply. See the SiriusXM Customer Agreement at www.siriusxm.com for complete terms and how to cancel. All fees, content, features, and availability are subject to change.)

EXTERIOR

- Bumper, rear chrome
- Capless Fuel Fill
- Cargo box light, back of cab
- CornerStep, rear bumper
- Door handles, Black

  Headlamps, halogen with automatic exterior lamp control
- Mirrors, outside manual-folding, Black

- Tailgate, locking
- Tire, compact spare T175/90D18, blackwall (Requires (RTX) 18" x 4.5" (45.7 cm x 11.4 cm) Black cast aluminum, compact spare tire. Standard with (LCV) 2.5L I4 engine only. Not included on Crew Cab Long Box models.)
- Tires, 255/65R17 all-season, blackwall
- Wheel, compact spare, 18" x 4.5" (45.7 cm x 11.4 cm) Black cast aluminum (Standard with (LCV) 2.5L I4 engine only. Not included on Crew Cab Long Box models.)
- Wheels, 17" x 8" (43.2 cm x 20.3 cm) Ultra Silver Metallic steel

INTERIOR

- Air conditioning, single-zone manual climate control
- Console, floor, front compartment, custom
- Display, driver instrument information enhanced, one color
- Door locks, power
- Floor covering, color-keyed carpeting
- Floor mats, carpeted front (Deleted when (B38) full-length Black vinyl floor covering is ordered. Requires (B30) color-keyed carpeting floor covering.)
- Floor mats, carpeted rear (Requires (B30) color-keyed carpeting floor covering.)
- Handles, door release, front and rear, Jet Black
- Lighting, interior, center dome
- Mirror, inside rearview manual day/night
- Seat adjuster, driver 4-way power with manual recline
- Seat adjuster, passenger 2-way manual fore/aft with manual recline
- Seat trim, Vinyl
- Seats, dual rear with underseat storage (Extended Cab models only.)
- Seats, front bucket
- Speedometer, miles/kilometers
- Steering column, tilt, manual
- Steering wheel, urethane

Theft-deterrent system, immobilization

- Windows, power with driver Express-Up and Down

MECHANICAL

- Brakes, 4-wheel antilock, 4-wheel disc
- Engine, 2.5L I4, DI, DOHC, VVT (200 hp [149.0 kW] @ 6300 rpm, 191 lb-ft of torque [259 N-m] @ 4400 rpm) (Not included on Crew Cab Long Box models.)
- Frame, fully-boxed
- GVWR, 5400 lbs. (2449 kg) (Standard on Extended Cab models with (LCV) 2.5L I4 engine only.)
- Pickup box
- Rear axle, 4.10 ratio (Requires (LCV) 2.5L I4 engine. Not included on Crew Cab Long Box models.)
- Rear wheel drive
- Steering, Electric Power Steering (EPS) assist
- Transmission, 6-speed automatic, HMD, 6L50 (Included and only available with (LCV) 2.5L I4 engine.)

SAFETY

- Airbags, Dual-stage frontal airbags for driver and front passenger; Seat-mounted side-impact airbags for driver and front outboard passenger; Head-curtain airbags for front and rear outboard seating positions; Includes front outboard Passenger Sensing System for frontal passenger airbag (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
- Daytime Running Lamps
- Rear Vision Camera
- StabiliTrak, stability control system
- Teen Driver a configurable feature that lets you activate customizable vehicle settings associated with a key fob, to help encourage safe driving behavior. It can limit certain available vehicle features, and it prevents certain safety systems from being turned off. It includes the Buckle-to-Drive feature which prevents the driver from shifting from Park for up to 20 seconds if the driver's seat belt is not buckled. An in-vehicle report card gives you information on driving habits and helps you to continue to coach your new driver
- Tire Fill Alert provides an audible and visual indication when tire pressure is added to a tire that is low. Aids to achieve optimal tire pressure

  Tire Pressure Monitoring System (does not apply to spare tire)
- Traction control, electronic

- <<< Preliminary 2021 Warranty >>>
- Basic: 3 Years/36,000 Miles
- Corrosion: 3 Years/36,000 Miles Rust-Through 6 Years/100,000 Miles
- Drivetrain: 5 Years/60,000 Miles Qualified Fleet Purchases: 5 Years/100,000 Miles
- Maintenance: 1 Year/1 Visit
- Roadside Assistance: 5 Years/60,000 Miles Qualified Fleet Purchases: 5 Years/100,000 Miles

FEATURED EQUIPMENT

- 4-Wheel Disc Brakes
- 4.10 Rear Axle Ratio
- 4G LTE Wi-Fi Hotspot Capable
- 6 Speakers
- 6-Speaker Audio System Feature
- ABS brakes
- AM/FM radio: SiriusXM
- Air Conditioning
- Apple CarPlay/Android Auto
- Bumpers: body-color
- Chevrolet Connected Access Capable
- Delay-off headlights
- Driver 4-Way Power Seat Adjuster
- Driver door bin
- Dual front impact airbags
- Dual front side impact airbags
- EZ-Lift & Lower Tailgate
- Electronic Automatic Cruise Control
- Electronic Stability Control
- Extended Range Remote Keyless Entry

  Exterior Parking Camera Rear
- Front Bucket Seats

- Front anti-roll bar
- Front beverage holders
- Front wheel independent suspension

- Fully automatic headlights
- Low tire pressure warning
- Occupant sensing airbag
- OnStar & Chevrolet Connected Services Capable
- Overhead airbag
- Passenger door bin
- Passenger vanity mirror
- Power driver seat
- Power steering
- Power windows
- Preferred Equipment Group 2WT
- Premium audio system: Chevrolet Infotainment 3
- Radio data system
- Radio: Chevrolet Infotainment 3 System
- Rear step bumper
- Remote Locking Tailgate
- SiriusXM Radio
- Speed-sensing steering
- Split folding rear seat
- Tachometer
- Tilt steering wheel
- Traction control
- Trip computer

Unauthorized Entry Theft-Deterrent System

- Variably intermittent wipers

- WT Convenience Package

- Wheels: 17" x 8" Ultra Silver Metallic Steel

OPTIONS

- 4G LTE WI-FI HOTSPOT CAPABLE (Included and only available (UE1) OnStar. Terms and limitations apply. See onstar.com or dealer for details.) (VV4)

- AUDIO SYSTEM, CHEVROLET INFOTAINMENT 3 SYSTEM 7" diagonal color touchscreen, AM/FM stereo. Additional features for compatible phones include: Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, Apple CarPlay and Android Auto capable (STD) (IOR)

- CRUISE CONTROL, ELECTRONIC, AUTOMATIC (Included and only available with (PCN) WT Convenience Package.) (K34)

- EMISSIONS, FEDERAL REQUIREMENTS (FE9)

- ENGINE, 2.5L I4, DI, DOHC, VVT (200 hp [149.0 kW] @ 6300 rpm, 191 lb-ft of torque [259 N-m] @ 4400 rpm) (STD) (Not included on Crew Cab Long Box models.) (LCV)

- GVWR, 5400 LBS. (2449 KG) (STD) (Standard on Extended Cab models with (LCV) 2.5L I4 engine only.) (CHL)

- JET BLACK/DARK ASH, CLOTH SEAT TRIM (H2R)

- ONSTAR AND CHEVROLET CONNECTED SERVICES CAPABLE (Terms and limitations apply. See onstar.com or dealer for details.) (UE1)

- REAR AXLE, 4.10 RATIO (Requires (LCV) 2.5L I4 engine. Not included on Crew Cab Long Box models.) (GT5)

- REMOTE KEYLESS ENTRY, EXTENDED RANGE (Included and only available with (PCN) WT Convenience Package or (RDI) Keyless Entry Keypad, LPO.) (ATG)

- SEATS, FRONT BUCKET (STD) (AR7)

- SUMMIT WHITE (GAZ)

- TAILGATE, EZ-LIFT AND LOWER (Included and only available with (PCN) WT Convenience Package.) (PPA)

- TAILGATE, REMOTE LOCKING (locks and unlocks with key fob) (Included and only available with (PCN) WT Convenience Package.) (A91)

- THEFT-DETERRENT SYSTEM, UNAUTHORIZED ENTRY (Included and only available with (PCN) WT Convenience Package.) (UTJ)

- TIRE, COMPACT SPARE T175/90D18, BLACKWALL (STD) (Requires (RTX) 18" x 4.5" (45.7 cm x 11.4 cm) Black cast aluminum, compact spare tire. Standard with (LCV) 2.5L I4 engine only. Not included on Crew Cab Long x models.) (QDC)

- TIRES, 255/65R17 ALL-SEASON, BLACKWALL (STD) (QHR)

- **WHEELS, 17" X 8" (43.2 CM X 20.3 CM) ULTRA SILVER METALLIC STEEL (STD) (RAP)**
- **WORK TRUCK PREFERRED EQUIPMENT GROUP includes standard equipment (2WT)**
- **WT CONVENIENCE PACKAGE includes (ATG) Remote Keyless Entry, (UTJ) theft-deterrent system, (K34) electronic cruise control, (PPA) EZ-Lift tailgate and (A91) Remote locking tailgate (PCN)**

While every effort has been made to ensure that the information included on this site is accurate, neither Chevrolet nor the dealer can guarantee that the inventory shown will be available at the dealership. All inventory listed is subject to prior sale. Manufacturer incentives and Bomnin Chevrolet Savings and Allowances may expire at any time. Prices are valid on day of publication only. Offers cannot be combined. Internet prices already include all applicable manufacturer rebates and incentives (in lieu of the GM special finance rate) which are subject to manufacturer incentive or rebate qualification criteria and requirements, and which may be contingent upon manufacturer finance company approval. Price is valid when it originates from an internet advertisement. New Car Internet prices include all applicable factory incentives in lieu of special interest rate. Dealer service/document fee of $895.00, electronic fee of $398.75, Tax, tag/registration fee and any finance charges are not included on quoted price. Internet price subject to change without notice to correct errors or omissions or in the event of inventory fluctuations. MSRP is provided by the manufacturer for informational purposes only. Accessories and color may vary. Standard features are based upon trim level. Price does not include dealer installed options or equipment. All features are not available for all vehicles. Please contact the store by email or phone for more details and availability of factory incentives. Neither dealer nor its affiliates will be responsible for typographical or other errors, including data transmission, display, or software errors that may appear on the site. EPA estimates only. Bomnin Chevrolet will NOT sell or lease New Vehicles in the states of Alaska, Montana, New Hampshire, or Oregon. New Vehicles are for sale or lease to the Ultimate Consumer Only. No Sales or Leases to Auto Dealers, Dealer Agents, Management, Salespersons, or other employees of Dealers, Leasing Companies, Brokers, Exporters, Etc. Bomnin Chevrolet will NOT sell or lease a New Vehicle to any person whose name, address, or business appears on the General Motors Suspected Exporter Manifest. Not available with special finance, lease and some other offers.

MPG estimates on this website are EPA estimates; your actual mileage may vary. For used vehicles, MPG estimates are EPA estimates for the vehicle when it was new. The EPA periodically modifies its MPG calculation methodology; all MPG estimates are based on the methodology in effect when the vehicles were new (please see the □Fuel Economy□ portion of the EPA□s website for details, including a MPG recalculation tool).

The features and options listed are for the new 2021 Chevrolet Colorado and may not apply to this specific vehicle.

Tax, title, license (unless itemized above) are extra. Not available with special finance, lease and some other offers.

Dealer Log In

ALAN JAY FLEET SALES

Sourcewell Formerly NJPA
Awarded Contract

Call Us first, for all of your Fleet Automotive, & Light Truck needs.

PHONE (800) ALANJAY (252-6529)		DIRECT 863-385-9610		WWW.ALANJAY.COM	Quote 26060-1
Corporate Office	2003 U.S. 27 South Sebring, FL 33870	MOBILE 904-838-4999 FAX 863-402-4221		Mailing Address	P.O. BOX 9200 Sebring, FL 33871-9200

ORIGINAL QUOTE DATE
5/26/2020

QUICK QUOTE SHEET

REVISED QUOTE DATE
5/26/2020

REQUESTING AGENCY **KEY LARGO WASTE WATER AUTHORITY**
CONTACT PERSON **RYAN DEMPSEY** **EMAIL** RYAND@KLWTD.COM
PHONE **305-798-2203** MOBILE FAX

SOURCEWELL (FORMERLY NJPA) CONTRACT # 2020-120716 NAF **www.NationalAutoFleetGroup.com**

MODEL CC10753 **MSRP** $32,200.00

2020 CHEVY SILVERADO 1500 DOUBLE CAB 2WD 6.5' BED WORK TRUCK 147"WB (CC10753 1WT)

CUSTOMER ID **NJPA PRICE** $21,421.00

BED LENGTH 6.5

*** All vehicles will be ordered white w/ darkest interior unless clearly stated otherwise on purchase order.*

FACTORY OPTIONS	DESCRIPTION	
GAZ H2G	EXTERIOR COLOR SUMMIT WHITE WITH JET BLACK VINYL INTERIOR.	$0.00
LV3 MYC	4.3L ECOTEC V6 WITH 6-SPD AUTO TRANS	$0.00
8S3	FACTORY BACK UP ALARM	$137.00
Z82	Trailering Package includes trailer hitch, 7-pin and 4-pin connectors and (CTT) Hitch Guidance	$390.00
BUC	FACTORY BACK UP CAMERA(STD).	$0.00
	FACTORY OPTIONS	**$527.00**

CONTRACT OPTIONS	DESCRIPTION	
NEW-TAG	New CITY tag Includes temp tag & two way overnight shipping for signature.	$245.00
FS-4LED	Federal Signal 4-Corner LED System. LED's will be mounted in headlamps and tail lamps where possible, alternate mounting locations may be substituted. (WHITE)	$595.00
EWD	EXTENDED WARRANTY DECLINED.	$0.00
	CONTRACT OPTIONS	**$840.00**

TRADE IN **TOTAL COST** **$22,788.00**

YES WE TAKE TRADE INS ~~~ ASK ABOUT MUNICIPAL FINANCING ~~~ $0.00

TOTAL COST LESS TRADE IN(S) **QTY** **1** **$22,788.00**

Estimated Annual payments for 60 months paid in advance: $5,103.57
Municipal finance for any essential use vehicle, requires lender approval, WAC.

Comments

VEHICLE QUOTED BY **CHRISTY SELF** **GOVERNMENT ACCOUNT MANAGER** christy.self@AlanJay.com

"I Want to be Your Fleet Provider"

I appreciate the opportunity to submit this quotation. Please review it carefully. If there are any errors or changes, please feel free to contact me at any time. I am always happy to be of assistance.

ALAN JAY FLEET

CHRISTY SELF | 863-385-9610 | CHRISTY.SELF@ALANJAY.COM

Vehicle: [Fleet] 2020 Chevrolet Silverado 1500 (CC10753) 2WD Double Cab 147" Work Truck (✓ Complete)

Note:Photo may not represent exact vehicle or selected equipment.

At the user's request, prices for this vehicle have been formulated on the basis of Initial Pricing for the vehicle, however GM cannot guarantee that Initial Pricing is available. This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 11060. Data Updated: May 25, 2020 9:45:00 PM PDT.

ALAN JAY FLEET
CHRISTY SELF | 863-385-9610 | CHRISTY.SELF@ALANJAY.COM

Vehicle: [Fleet] 2020 Chevrolet Silverado 1500 (CC10753) 2WD Double Cab 147" Work Truck (Complete)

Window Sticker

SUMMARY

[Fleet] 2020 Chevrolet Silverado 1500 (CC10753) 2WD Double Cab 147" Work Truck — MSRP:$32,200.00

Interior:Jet Black, Vinyl seat trim

Exterior 1:Summit White

Exterior 2:No color has been selected.

Engine, 4.3L EcoTec3 V6

Transmission, 6-speed automatic, electronically controlled

OPTIONS

CODE	MODEL		MSRP
CC10753	[Fleet] 2020 Chevrolet Silverado 1500 (CC10753) 2WD Double Cab 147" Work Truck		$32,200.00
	OPTIONS		
1WT	Work Truck Preferred Equipment Group		$0.00
8S3	Back-up alarm, 97 decibels		$138.00
A52	Seats, front 40/20/40 split-bench		$0.00
C5U	GVWR, 6800 lbs. (3084 kg)		$0.00
CTT	Hitch Guidance	Inc.	
FE9	Emissions, Federal requirements		$0.00
GAZ	Summit White		$0.00
GU6	Rear axle, 3.42 ratio		$0.00
H2G	Jet Black, Vinyl seat trim		$0.00
IOR	Audio system, Chevrolet Infotainment 3 system		$0.00
LV3	Engine, 4.3L EcoTec3 V6		$0.00
MYC	Transmission, 6-speed automatic, electronically controlled		$0.00
QBN	Tires, 255/70R17 all-season, blackwall		$0.00
QBR	Tire, spare 255/70R17 all-season, blackwall		$0.00
R9Y	Fleet Free Maintenance Credit		($45.00)
RD6	Wheels, 17" x 8" (43.2 cm x 20.3 cm) Ultra Silver painted steel		$0.00
VK3	License plate kit, front		$0.00

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Data Version: 11060. Data Updated: May 25, 2020 9:45:00 PM PDT.

Vehicle: [Fleet] 2020 Chevrolet Silverado 1500 (CC10753) 2WD Double Cab 147" Work Truck (Complete)

VQ2	Fleet Processing Option	$0.00
Z82	Trailering Package	$395.00
___	Option/package discount	($2,000.00)
	SUBTOTAL	**$30,688.00**
	Adjustments Total	$0.00
	Destination Charge	$1,595.00
	TOTAL PRICE	**$32,283.00**

FUEL ECONOMY

Est City:16 MPG

Est Highway:21 MPG

Est Highway Cruising Range:504.00 mi

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ALAN JAY FLEET
CHRISTY SELF | 863-385-9610 | CHRISTY.SELF@ALANJAY.COM

Vehicle: [Fleet] 2020 Chevrolet Silverado 1500 (CC10753) 2WD Double Cab 147" Work Truck (Complete)

Standard Equipment

Mechanical	
	Durabed, pickup bed
	Engine, 4.3L EcoTec3 V6 with Active Fuel Management, (285 hp [212 kW] @ 5300 rpm, 305 lb-ft of torque [413 Nm] @ 3900 rpm) (STD)
	Transmission, 6-speed automatic, electronically controlled (STD)
	Rear axle, 3.42 ratio
	GVWR, 6800 lbs. (3084 kg) (STD) (Requires 2WD model with (LV3) 4.3L EcoTec3 V6 engine or (L3B) 2.7L Turbo engine or Double Cab or Regular Cab 2WD model and (L82) 5.3L EcoTec3 V8 engine.)
	Rear wheel drive
	Cooling, external engine oil cooler (Not available with (L3B) 2.7L Turbo engine.)
	Battery, heavy-duty 730 cold-cranking amps/70 Amp-hr, maintenance-free with rundown protection and retained accessory power (Included and only available with (LV3) 4.3L EcoTec3 V6 engine.)
	Alternator, 170 amps
	Frame, fully-boxed, hydroformed front section
	Steering, Electric Power Steering (EPS) assist, rack-and-pinion
	Brakes, 4-wheel antilock, 4-wheel disc with DURALIFE rotors
	Brake lining wear indicator
	Capless Fuel Fill
	Exhaust, single outlet
Exterior	
	Wheels, 17" x 8" (43.2 cm x 20.3 cm) Ultra Silver painted steel (STD)
	Tires, 255/70R17 all-season, blackwall (STD)
	Tire, spare 255/70R17 all-season, blackwall (STD) (Included with (QBN) 255/70R17 all-season, blackwall tires.)
	Tire carrier lock, keyed cylinder lock that utilizes same key as ignition and door
	Bumpers, front, Black (semi-gloss)
	Bumpers, rear, Black (semi-gloss)
	CornerStep, rear bumper
	Cargo tie downs (12), fixed rated at 500 lbs per corner
	Grille (Black bars and mesh inserts.)
	Headlamps, halogen reflector with halogen Daytime Running Lamps

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Vehicle: [Fleet] 2020 Chevrolet Silverado 1500 (CC10753) 2WD Double Cab 147" Work Truck (Complete)

Exterior	
	Lamps, cargo area, cab mounted integrated with center high mount stop lamp, with switch in bank on left side of steering wheel
	Taillamps, with incandescent tail, stop and reverse lights
	Mirrors, outside manual, Black
	Glass, solar absorbing, tinted
	Door handles, Black
	Tailgate and bed rail protection cap, top
	Tailgate, locking utilizes same key as ignition and door (Upgraded to (QT5) EZ Lift power lock and release tailgate when (ZLQ) WT Fleet Convenience Package or (PCV) WT Convenience Package is ordered.)
	Tailgate, gate function manual, no EZ Lift
Entertainment	
	Audio system, Chevrolet Infotainment 3 system 7" diagonal color touchscreen, AM/FM stereo. Additional features for compatible phones include: Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, Apple CarPlay and Android Auto capable. (STD)
	Audio system feature, 6-speaker system (Requires Crew Cab or Double Cab model.)
	Bluetooth for phone, connectivity to vehicle infotainment system
Interior	
	Seats, front 40/20/40 split-bench (STD)
	Seat trim, Vinyl
	Seat adjuster, driver 4-way manual
	Seat adjuster, passenger 4-way manual
	Seat, rear 60/40 folding bench (folds up), 3-passenger (includes child seat top tether anchor) (Requires Crew Cab or Double Cab model.)
	Floor covering, rubberized-vinyl (Not available with LPO floor liners.)
	Steering wheel, urethane
	Steering column, Tilt-Wheel, manual with wheel locking security feature
	Instrument cluster, 6-gauge cluster featuring speedometer, fuel level, engine temperature, tachometer, voltage and oil pressure
	Driver Information Center, 3.5" diagonal monochromatic display
	Exterior Temperature Display located in radio display
	Rear Seat Reminder (Requires Crew Cab or Double Cab model.)
	Window, power front, drivers express up/down (Standard on Crew Cab and Double Cab models.)

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Vehicle: [Fleet] 2020 Chevrolet Silverado 1500 (CC10753) 2WD Double Cab 147" Work Truck (Complete)

Interior	
	Window, power front, passenger express down (Standard on Crew Cab and Double Cab models.)
	Windows, power rear, express down (Not available with Regular Cab models.)
	Door locks, power (Standard on Crew Cab and Double Cab models.)
	Power outlet, front auxiliary, 12-volt
	USB port, located on instrument panel
	Air conditioning, single-zone
	Air vents, rear, heating/cooling (Not available on Regular Cab models.)
	Mirror, inside rearview, manual tilt
	Assist handles front A-pillar mounted for driver and passenger, rear B-pillar mounted
Safety-Mechanical	
	StabiliTrak, stability control system with Proactive Roll Avoidance and traction control, includes electronic trailer sway control and hill start assist
Safety-Exterior	
	Daytime Running Lamps with automatic exterior lamp control
Safety-Interior	
	Airbags, dual-stage frontal airbags for driver and front outboard passenger; Seat-mounted side-impact airbags for driver and front outboard passenger; Head-curtain airbags for front and rear outboard seating positions; Includes front outboard Passenger Sensing System for frontal outboard passenger airbag (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
	Rear Vision Camera
	Teen Driver a configurable feature that lets you activate customizable vehicle settings associated with a key fob, to help encourage safe driving behavior. It can limit certain available vehicle features, and it prevents certain safety systems from being turned off. An in-vehicle report card gives you information on driving habits and helps you to continue to coach your new driver
	Tire Pressure Monitoring System with Tire Fill Alert (does not apply to spare tire)

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ALAN JAY FLEET

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Vehicle: [Fleet] 2020 Chevrolet Silverado 1500 (CC10753) 2WD Double Cab 147" Work Truck (Complete)

WARRANTY

Warranty Note: <<< Preliminary 2020 Warranty Note >>>
Basic Years: 3
Basic Miles/km: 36,000
Drivetrain Years: 5
Drivetrain Miles/km: 60,000
Drivetrain Note: HD Duramax Diesel: 5 Years/100,000 Miles; Qualified Fleet Purchases: 5 Years/100,000 Miles
Corrosion Years (Rust-Through): 6
Corrosion Years: 3
Corrosion Miles/km (Rust-Through): 100,000
Corrosion Miles/km: 36,000
Roadside Assistance Years: 5
Roadside Assistance Miles/km: 60,000
Roadside Assistance Note: HD Duramax Diesel: 5 Years/100,000 Miles; Qualified Fleet Purchases: 5 Years/100,000 Miles
Maintenance Note: 1 Year/1 Visit

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Key Largo Wastewater Treatment District
Board of Commissioners Meeting
Agenda Item Summary

Meeting Date: September 15, 2020

Agenda Item Number: H-2

Agenda Item Type: Information / Presentation

Agenda Item Scope: Review / Discussion

Recommended Action: Discussion

Department: Finance

Sponsor: Peter Rosasco

Subject:

FY2021 Insurance Deductible Options

Summary of Discussion:

Our insurance agency, Brown & Brown Insurance, provided a revised deductible option for our property / windstorm / all other perils coverage.

Reviewed / Approved		Financial Impact	Attachments
Operations:	_____	$ 4,000.00	Insurance Deductible Memo
Administration:	_____		
Finance:	CF	Funding Source:	
District Counsel:	_____		
District Clerk:	_____	Budgeted:	
Engineering:	_____	Yes	

Approved By: _____ **Date:** 9-10-2020

General Manager

Key Largo Wastewater Treatment District
103355 Overseas Highway, Key Largo, FL 33037
Post Office Box 491, Key Largo, FL 33037
Phone (305) 451-4019 • www.klwtd.com

September 15, 2020

Subject: FY21 Insurance Deductible Update

At the September 1, 2020 board meeting, the KLWTD insurance renewal was approved, with a $1,000,000 deductible for Property/Windstorm and All Other Perils insurance. At the request of some of the Board members, Brown & Brown Insurance obtained a quote from Axis Insurance for a $500,000 deductible.

Brown & Brown Insurance advised us that the carrier cannot lower the windstorm deductible, as the $1,000,000 deductible represents slightly lower than 5% of the total insured value.

However, the “All Other Perils” coverage deductible can be lowered from $1,000,000 to $500,000 for an additional premium of $4,000. The revised total premium would be $90,204 vs. the current premium of $86,204.

Staff is recommending the deductible decrease from $1,000,000 to $500,000 for All Other Perils coverage.

Key Largo Wastewater Treatment District
Board of Commissioners Meeting
Agenda Item Summary

Meeting Date: September 15, 2020

Agenda Item Number: L-1

Agenda Item Type: Information / Presentation

Agenda Item Scope: Review / Discussion

Recommended Action: Discussion

Department: Engineering

Sponsor: Ed Castle

Subject:

Fiscal Year 2021 Weiler Engineering Work Authorizations

Summary of Discussion:

The WEC work authorizations for FY21 are presented for review. The work authorizations include: WA 21-01 for $92,250 for capital projects and construction services, WA 21-02 for $90,500 for Wastewater Plant engineering services, WA 21-03 for $63,000 for Field Operations engineering services and WA 21-04 for $5,000 for Administration engineering services.

The scope of engineering services is presented in the proposed work authorizations.

Reviewed / Approved

Operations: _____

Administration: _____

Finance: _____

District Counsel: _____

District Clerk: _____

Engineering: _____

Financial Impact

$ 250,750.00

Expense

Funding Source: Grants and Operating Revenu

Budgeted: Yes

Attachments

1. WA 21-01
2. WA 21-02
3. WA 21-03
4. WA 21-04

Approved By: _____ **Date:** 9-10-2020

General Manager

WORK AUTHORIZATION WEC 21-01

Professional Services Agreement Between the

Key Largo Wastewater Treatment District
(District) an independent special district created
by
Chapter 02-337, Laws of Florida, 2003

and

The Weiler Engineering Corporation (WEC)

SCOPE OF SERVICE:	Capital Projects & Construction Services
PROJECT COST:	Hourly (Not to Exceed $92,250 for FY21)
PROJECT SCHEDULE:	As needed and directed by the District
PROJECT BILLING:	See EXHIBIT A

Edward R. Castle _____

Edward R. Castle, Vice President
The Weiler Engineering Corporation
6805 Overseas Highway
Marathon, FL 33050

_____

Nicholas Rodriquez, Chairman
KLWTD
103355 Overseas Highway
Key Largo, FL 33037

Witness:

_____
Diane Bockelman, Clerk
KLWTD

Date: _____

WORK AUTHORIZATION WEC 21-01

CAPITAL PROJECTS DESIGN AND CONSTRUCTION ENGINEERING SERVICES

Weiler Engineering's Scope of Services

The Key Largo Wastewater Treatment District (District) provides wastewater collection, transmission, treatment and disposal services for the District and provides treatment and disposal for the wastewater from Islamorada, Village of Islands (Village). In order to provide these services, the District must construct and maintain the infrastructure necessary to collect, treat and dispose of the wastewater. The District will be undertaking various construction projects in FY21 and future years.

The District requires assistance in the design of capital projects and in inspection and administration of the construction contracts. The Weiler Engineering Corporation (WEC), as the District's construction professional, will:

- Provide engineering design for the funded capital projects for FY21. The design services will include design, technical specifications and bidding assistance as needed
- Review and rank proposals from Contractors for construction tasks based on qualifications, references and pricing. The ranking will be submitted to the District for review and selection of Contractor(s).
- After selection and award of contract to Contractor(s), conduct Pre-Construction Meeting(s) with the Designer, Contractor(s), Representatives of local utilities, FDOT, District Staff and other interested parties.
- Review shop drawings and submittals provided by the Contractor(s) and approve such documents after determining compliance with the Designer's drawings and specifications.

- Perform periodic Construction Engineering Inspections and review applications for payment, bonds & insurance coverage and other items as needed.
- Conduct Construction Progress Meetings throughout the entirety of the construction project.
- Interact with the Designer and the Contractor(s) in response to Requests for Clarification by the Contractor(s) regarding the design, as well as serve as the District's liaison to the Designer for other construction issues.
- Participate in start-up of the constructed infrastructure, as applicable.
- Review record drawings, and final close-out documents on completion of the projects. At the District's option, WEC may produce final record drawings based on the Contractor(s)'s record drawings as maintained in the field.
- Evaluate sources and odors at Vacuum Station A and propose modifications and upgrades to equipment and operating procedures to eliminate odor complaints.

WEC will perform daily construction observation services or may rely on information provided by the District's General Manager and District Staff, should the District elect to provide daily construction observation services, with the agreement of WEC. The observation service may include:

- Preparing daily, weekly, and monthly inspection reports;
- Maintaining construction record field data; and
- Generating construction progress reports as required by the District.

A breakdown of service cost is detailed in "Exhibit B". Upon the District's authorization to proceed, WEC's services during will include those outlined above and more specifically as follows:

Basic Services

A. WEC's services during design will include specifically the following:

1. *Design.* WEC will consult with the District to define the capital projects and will produce design drawing to include Civil, Structural and Electrical engineering design as needed. Drawing will be produced in AutoCAD on 22" X 34" sheets. Final drawings will be signed and sealed and will be provided in both paper and PDF format

2. *Technical Specifications.* Technical specifications for the project will be produced to cover all aspects of the work. The technical specifications will be reviewed and will be signed and sealed by a licensed professional engineer. The technical specifications will be provided both in hard copy and in PDF format.

3. *Bidding Assistance.* WEC will prepare the RFP documents using the District's standard RFP format. The RFP will include the bid form and other forms and will include the Standard General Conditions, Supplementary Conditions and the FDEP Supplementary conditions as well as a construction cost estimate. The RFP will be prepared in PDF format, ready for uploading to DemandStar for advertising.

B. WEC's services during construction will include specifically the following:

1. *General Administration of Construction Contract.* Consult with District and act as the District's representative as provided in the Agreement and the Construction Contract between the District and the Contractor(s). All of District's instructions to the Contractor(s) will be issued through WEC, who shall have authority to act on behalf of District in dealings with the Contractor(s) to the extent provided in the Contract for Consulting/Professional Services except as otherwise provided in writing.

2. *Resident Project Representative (RPR).* Provide the services of an RPR, on an as-needed basis to supplement District inspections, at the North Component construction sites to provide more extensive observation of the Contractor(s)'s work. Duties, responsibilities, and authority of the RPR are as outlined in Exhibit B.

3. *Pre-Construction Conference.* Conduct the Pre-Construction Conference prior to commencement of Work at the Site.

4. *Visits to Site and Observation of Construction.* Make visits to the Site at intervals appropriate to the various stages of construction, as WEC deems necessary, in order to observe as an experienced and qualified design professional the progress and quality of the Work.

5. *Defective Work.* Recommend to District that the Contractor(s)'s work be disapproved and rejected while it is in progress if, on the basis of such observations, WEC believes that such work will not produce a completed Project that conforms generally to the Contract Documents or that it will prejudice the integrity of the design concept of the completed Project as a functioning whole as indicated in the Contract Documents.

6. *Clarifications and Interpretations-Field Orders.* Provide clarifications and interpretations of the Contract Documents as appropriate to the orderly completion of the Contractor(s)'s work and make recommendations to the District.

7. *Change Orders and Work Change Directives.* Recommend Change Orders and Work Change Directives to the District, as appropriate.

8. *Shop Drawings and Samples.* Review and approve or take other appropriate action in respect to shop drawings, samples and other data which the Contractor(s) is required to submit.

9. *Substitutes and "or-equal."* Evaluate and determine the acceptability of substitute or "or-equal" materials and equipment proposed by the Contractor(s).

10. *Inspections and Tests.* Assure that the Contractor(s) has required such special inspections or tests of the Contractor(s)'s work as deemed reasonably necessary, and receive and review all certificates of inspections, tests, and approvals required by Laws and Regulations or the Contract Documents.

11. *Disagreements between the District and Contractor(s).* Render formal written recommendations on all claims of the District and Contractor(s) relating to the acceptability of Contractor(s)'s work or the interpretation of the requirements of the Contract Documents pertaining to the execution and progress of Contractor(s)'s work.

12. *Applications for Pavment*. Review Contractor(s)' Applications for Payment and all accompanying support documentation.

13. *Contractor(s)'s Completion Documents*.

    a. Review maintenance and operating instructions, record drawings, certifications, schedules, and guarantees received from the Contractor(s).

    b. From the Contractor(s), receive bonds, certificates, or other evidence of insurance not previously submitted and required by the contract documents which are to be assembled by the Contractor(s) to obtain final payment.

    c. WEC shall transmit these documents to the District.

14. *Substantial Completion*. Promptly after notice from the Contractor(s) that the entire work is ready for its intended use, in company with the Contractor(s), conduct an inspection to determine if the Work is Substantially Complete. If after considering any objections of the District and if WEC considers the Work Substantially Complete, WEC shall prepare a Certificate of Substantial Completion for execution by the District, WEC and he Contractor(s) to the District.

15. *Final Notice of Acceptability*. Conduct a final inspection to determine if the completed Work of the Contractor(s) is acceptable so that WEC may recommend, in writing, final payment to the Contractor(s).

Duration of Construction Phase:

The fees for these services, as specifically set forth in EXHIBIT A will be charged on an hourly basis. The Construction Phase will commence with the execution of the Construction Agreement for the each Project or any part thereof and will terminate upon written recommendation by WEC for final payment to the Contractor(s) and acceptance by the District. WEC will not perform services under this Work Authorization that would exceed the FY21 "Not to Exceed" amount stated above, without prior written authorization from the District.

Anticipated Capital Projects may include the following, depending on Board action:

- Design and installation of solar arrays at the WWTP, the Vacuum Stations and the Administration Building
- Completion of installation of fire detection and suppression at WWTP
- Completion of installation of fire detection and suppression at vacuum pump stations
- Completion of installation of fire detection and suppression at Administration building
- Design and CEI for modifications at the vacuum pump stations to accept connection of a trailer-mounted vacuum skid and control panels
- General Capital Projects planning for known and unanticipated District needs

Other capital projects that may arise during FY21 may result in additional engineering efforts. If needed, a proposal for increased engineering fees may be presented for Board approval.

EXHIBIT A

WEILER ENGINEERING FEE SCHEDULE

Principal	**$165.00**
Expert Witness	**$250.00**
Registered Professional Engineer	**$140.00**
Structural Manager	**$140.00**
Mining Specialist PhD (non-P.E.)	**$140.00**
Environmental Scientist	**$140.00**
Project Manager	**$125.00**
Registered Engineer Intern (E.I.)	**$110.00**
Plans Examiner	**$110.00**
Code Inspector	**$110.00**
Senior Engineering Designer	**$ 95.00**
Construction Inspector	**$ 85.00**
Engineering Designer	**$ 85.00**
Structural Technician	**$ 75.00**
Engineering Technician	**$ 75.00**
Field Technician	**$ 75.00**
Clerical	**$ 50.00**

<u>Reimbursable Expenses:</u>		
Blueprints/ Sheet	**$ 2.80**	***(24 x 36)***
Vellums	**$ 10.00**	***(24 x 36)***
Mylars	**$ 25.00**	***(24 x 36)***
Copies	**$ 0.15**	**(8½ x 11)**
Copies	**$ 0.20**	**(8½ x 14)**
Copies	**$ 0.30**	**(11 x 17)**
Travel *	**Cost plus 15%**	

**** (Travel outside of Monroe, Charlotte, Sarasota or Lee Counties)***

Overnight mail	**Cost plus 15%**
Other Reimbursable Expenses	**Cost plus 15%**

EXHIBIT B

Resident Project Representative

A. WEC shall furnish a Resident Project Representative ("RPR"), assistants, and other field staff to assist WEC in observing progress and quality of the Work. The District shall provide at least one staff employee to assist the RPR with inspections and other duties as directed by the RPR. The RPR, assistants, and other field staff as described within this Exhibit B may provide full time representation or may provide representation to a lesser degree, at the District's option, with deductions in billing to the District based on reduced services.

B. Through such additional observations of the Contractor(s)'s work in progress and field checks of materials and equipment by the RPR and assistants, WEC shall endeavor to provide further protection for the District against defects and deficiencies in the Work. However, WEC shall not, during such visits or as a result of such observations of the Contractor(s)'s work in progress, supervise, direct, or have control over the Contractor(s)'s Work nor shall WEC have authority over or responsibility for the means, methods, techniques, sequences, or procedures selected by the Contractor(s), for safety precautions and programs incident to the Contractor(s)'s work in progress, for any failure of the Contractor(s) to comply with Laws and Regulations applicable to the Contractor(s)'s performing and furnishing the Work, or responsibility of construction for the Contractor(s)'s failure to furnish and perform the Work in accordance with the Contract Documents.

C. The duties and responsibilities of the RPR are limited to those of WEC in the Scope of Services and Contract for Consulting/Professional Services with the District and in the Contract Documents, and are further limited and described as follows:

    1. *General:* RPR is WEC's agent at the Site, will act as directed by and under the supervision of WEC, and will confer with WEC regarding RPR's actions. RPR's dealings in matters pertaining to the Contractor(s)'s work in progress shall in general be with WEC and the Contractor(s), keeping the District advised as necessary. RPR's dealings with subcontractors shall only be through or with the full knowledge and approval of the Contractor(s). RPR shall generally communicate with the District with the knowledge of and under the direction of WEC.

2. *Schedules:* Review the progress schedule, schedule of Shop Drawing and Sample submittals, and schedule of values prepared by the Contractor(s) and consult with WEC concerning acceptability.

3. *Conferences and Meetings:* Attend meetings with the Contractor(s), such as preconstruction conferences, progress meetings, job conferences and other project-related meetings, and prepare and circulate copies of minutes thereof.

4. *Liaison:* Serve as WEC's liaison with the Contractor(s), working principally through the Contractor(s)'s superintendent and assist in understanding the intent of the Contract Documents.

    a. Assist WEC in serving as the District's liaison with the Contractor(s) when the Contractor(s)'s operations affect the District's on-Site operations.

    b. Assist in obtaining additional details or information from the District, when required for proper execution of the Work.

5. *Interpretation of Contract Documents:* Report to WEC when clarifications and interpretations of the Contract Documents are needed and transmit to the Contractor(s) clarifications and interpretations as issued by WEC.

6. *Shop Drawings and Samples*:

    a. Record date of receipt of Samples and approved Shop Drawings.

    b. Receive Samples which are furnished at the Site by the Contractor(s),and notify WEC of availability of Samples for examination.

    c. Advise WEC and the Contractor(s) of the commencement of any portion of the Work requiring a Shop Drawing or Sample submittal for which RPR believes that the submittal has not been approved by WEC.

7. *Modifications:* Consider and evaluate the Contractor(s)'s suggestions for modifications in Drawings or Specifications and report with RPR's recommendations to WEC. Transmit requests for modifications to the Designer as needed. Transmit to the Contractor(s) in writing decisions as issued by WEC and the Designer.

8. *Review of Work and Rejection of Defective Work:*

a. Conduct on-Site observations of the Contractor(s)'s work in progress to assist WEC in determining if the Work is in general proceeding in accordance with the Contract Documents.

b. Report to WEC whenever RPR believes that any part of the Contractor(s)'s work in progress will not produce a completed Project that conforms generally to the Contract Documents or will prejudice the integrity of the design concept of the completed Project as a functioning whole as indicated in the Contract Documents, or has been damaged, or does not meet the requirements of any inspection, test or approval required to be made; and advise WEC of that part of work in progress that RPR believes should be corrected or rejected or should be uncovered for observation, or requires special testing, inspection or approval.

9. *Inspections: Tests and System Startups:*

a. Consult with WEC in advance of scheduled major inspections, tests, and system startups of important phases of the Work.

b. Verify that tests, equipment, and system start-ups and operating and maintenance training are conducted in the presence of appropriate District personnel, and that the Contractor(s) maintains adequate records thereof.

c. Observe, record, and report to WEC appropriate details relative to the test procedures and system startups.

d. Accompany visiting inspectors representing public or other agencies having jurisdiction over the Project, record the results of these inspections, and report to WEC.

10. *Records:*

a. Maintain at the Site orderly files for correspondence, reports of job conferences, reproductions of original Contract Documents including all Change Orders, Field Orders, Work Change Directives, Addenda, additional Drawings issued subsequent to the execution of the Contract, WEC's clarifications and interpretations of the Contract Documents, progress reports, Shop Drawing and Sample submittals received from and delivered to the Contractor(s), and other Project related documents.

b. Prepare a daily report or keep a diary or log book, recording the Contractor(s)'s hours on the Site, weather conditions, data relative to questions of Change Orders, Field Orders, Work Change Directives, or changed conditions, Site visitors, daily activities, decisions, observations in general, and specific observations in more detail as in the case of observing test procedures; and send copies to WEC.

c. Record names, addresses and telephone numbers of all contractors, subcontractors, and major suppliers of materials and equipment.

d. Maintain records for use in preparing Project documentation.

e. Upon completion of the Work, furnish original set of all RPR Project documentation to WEC.

11. *Reports:*

a. Furnish to WEC periodic reports as required of progress of the Work and of the Contractor(s)'s compliance with the progress schedule and schedule of Shop Drawing and Sample submittals.

b. Draft and recommend to WEC and the Designer proposed Change Orders, Work Change Directives, and Field Orders. Obtain backup material from the Contractor(s).

c. Furnish to WEC and the District copies of all inspection, test, and system startup reports.

d. Report immediately to WEC the occurrence of any Site accidents, any Hazardous Environmental Conditions, emergencies, or Acts of God endangering the Work, and property damaged by fire or other causes.

12. *Payment Requests:* Review Applications for Payment with the Contractor(s) for compliance with the established procedure for their submission and forward with recommendations to WEC, noting particularly the relationship of the payment requested to the schedule of values, Work completed, and materials and equipment delivered at the Site but not incorporated in the Work.

13. *Certificates. Operation and Maintenance Manuals:* During the course of the Work,

verify that materials and equipment certificates, operation and maintenance manuals and other data required by the Specifications to be assembled and furnished by the Contractor(s) are applicable to the items actually installed and in accordance with the Contract Documents, and have these documents delivered to WEC for review and forwarding to the District prior to payment for that part of the Work.

14. *Completion:*

a. Before WEC issues a Certificate of Substantial Completion, submit to the Contractor(s) a list of observed items requiring completion or correction.

b. Observe whether the Contractor(s) has arranged for inspections required by Laws and Regulations, including but not limited to those to be performed by public agencies having jurisdiction over the Work.

c. Participate in a final inspection in the company of WEC, the District, and the Contractor(s) and prepare a final list of items to be completed or corrected.

d. Observe whether all items on final list have been completed or corrected and make recommendations to WEC concerning acceptance and issuance of the Notice of Acceptability of the Work.

D. Resident Project Representative shall not:

1. Authorize any deviation from the Contract Documents or substitution of materials or equipment (including "or-equal" items).

2. Exceed limitations of WEC's authority as set forth in the Agreement or the Contract Documents.

3. Undertake any of the responsibilities of the Contractor(s), subcontractors, suppliers, or the Contractor(s)'s superintendent.

4. Advise on issue directions relative to or assume control over any aspect of the means, methods, techniques, sequences or procedures of the Contractor(s)'s work unless such advice or directions are specifically required by the Contract Documents.

5. Advise on issue directions regarding, or assume control over safety precautions and programs in connection with the activities or operations of the District or the

Contractor(s).

6. Participate in specialized field or laboratory testing or inspections conducted off-site by others except as specifically authorized by WEC.
7. Accept Shop Drawing or Sample submittals from anyone other than the Contractor(s).
8. Authorize the District to occupy the Project in whole or in part.

WORK AUTHORIZATION WEC 21-02

a

Professional Services Agreement Between the

Key Largo Wastewater Treatment District (District)
an independent special district created by
Chapter 02-337, Laws of Florida, 2003

and

The Weiler Engineering Corporation (WEC)

SCOPE OF SERVICE:	Wastewater Plant Engineering Services
PROJECT COST:	Hourly (Not to Exceed $90,500 FY21)
PROJECT SCHEDULE:	As directed by the District
PROJECT BILLING SCHEDULE:	See EXHIBIT A

Edward R. Castle

Edward R. Castle, Vice Pres.
The Weiler Engineering Corp.
6805 Overseas Highway
Marathon, FL 33050

Nicholas Rodriguez, Chairman
KLWTD
Post Office Box 491 Key Largo,
FL 33037

Witness:

_____

Diane Bockelman, Clerk

Date: _____

WORK AUTHORIZATION WEC 21-02
Wastewater Plant Consulting

Weiler Engineering's Scope of Services - General Consulting

The Key Largo Wastewater Treatment District (District) operates, maintains, modifies and upgrades the District wastewater treatment and disposal system located at the WWTP site. From time to time, the District requires opinions, reports, studies and other professional engineering services in support of the WWTP operations. The District currently has a Contract for Consulting/Professional Services by and between the Key Largo Wastewater Treatment District and The Weiler Engineering Corporation (WEC). WEC, as the District 's general consulting engineering professional, will perform various engineering duties as assigned by the District. In addition, WEC will provide Ed Castle to perform duties in support of the wastewater treatment plant operations, as needed by the District. WEC's duties may include but are not limited to:

- Attend District Board meetings
- Participate in weekly staff meetings
- Provide professional consulting assistance to the District's staff in operation and maintenance of the wastewater treatment and disposal systems
- Perform reviews of connection plans submitted by Islamorada, Village of Islands
- Assist the District's financial staff in preparation of annual capital and operating budgets
- Assist the District in establishing policies and procedures for operation and maintenance

- Assist the District in planning for expansions, upgrades, and modifications to the WWTP

- Assist the District's staff in permitting issues and compliance issues as needed. Consult with the District's Board members, General Manager and other staff as needed

- Prepare Construction and Engineering sections of the Monthly Status Reports and other documentation as required for the Board meetings

- Perform studies, provide reports, and provide consultation on miscellaneous topics as directed

- Meet at least weekly with the Operations Manager to review and discuss the status of operations and compliance at the facility, including:

    - Influent flows and characteristics and any non-routine issues such as odors, grit accumulation, salinity increases and influent strength
    - SBR performance data and trending including DO trends, cycle timing, MLSS concentration and settling characteristics, chemical usage and any non-routine occurrences
    - Filtration and disinfection process performance
    - Effluent flows and disposal performance
    - General maintenance issues and any upcoming corrective maintenance or emergency maintenance needs
    - Status of FDEP reporting and compliance
    - Planning for capital upgrades

- Assist the Operations Manager in preparation of annual capital and operating budgets

- Review and edit Standard Operating Procedures for operation and maintenance prepared by the Operations Manager and support staff

- Perform reviews and recommend approvals for FDEP construction permit application packages for Islamorada connections

- Perform reviews and recommend approvals for FDEP Approval for Use applications, including review of Engineer's Conditions Reports, testing records and record drawings for Islamorada connections

WEC will be compensated for these services according to the rates specified in Exhibit A. WEC will submit invoices monthly for WWTP General Engineering Consulting Services provided in the previous period. WEC will not perform services under this Work Authorization that would exceed the annual "Not to Exceed" amount stated above, without prior written authorization from the District.

EXHIBIT A

WEILER ENGINEERING FEE SCHEDULE

Principal	**$165.00**
Expert Witness	**$250.00**
Registered Professional Engineer	**$140.00**
Structural Manager	**$140.00**
Mining Specialist PhD (non-P.E.)	**$140.00**
Environmental Scientist	**$140.00**
Project Manager	**$125.00**
Registered Engineer Intern (E.I.)	**$110.00**
Plans Examiner	**$110.00**
Code Inspector	**$110.00**
Senior Engineering Designer	**$ 95.00**
Construction Inspector	**$ 85.00**
Engineering Designer	**$ 85.00**
Structural Technician	**$ 75.00**
Engineering Technician	**$ 75.00**
Field Technician	**$ 75.00**
Clerical	**$ 50.00**

Reimbursable Expenses:

Blueprints/ Sheet	**$ 2.80** ***(24 x 36)***
Vellums	**$ 10.00** ***(24 x 36)***
Mylars	**$ 25.00** ***(24 x 36)***
Copies	**$ 0.15 (8½ x 11)**
Copies	**$ 0.20 (8½ x 14)**
Copies	**$ 0.30 (11 x 17)**
Travel *	**Cost plus 15%**

**** (Travel outside of Monroe, Charlotte, Sarasota or Lee Counties)***

Overnight mail	**Cost plus 15%**
Other Reimbursable Expenses	**Cost plus 15%**

WORK AUTHORIZATION WEC 21-03

a

Professional Services Agreement Between the

Key Largo Wastewater Treatment District
(District) an independent special district created by
Chapter 02-337, Laws of Florida, 2003

and

The Weiler Engineering Corporation (WEC)

SCOPE OF SERVICE:	Field Operations Engineering Services
PROJECT COST:	Hourly (Not to Exceed $63,000 in FY21)
PROJECT SCHEDULE:	As directed by the District

PROJECT BILLING SCHEDULE: See EXHIBIT A

Edward R. Castle

Edward R. Castle, President The
Weiler Engineering Corporation
6805 Overseas Highway
Marathon, FL 33050

Nicholas Rodriguez, Chairman
KLWTD
Post Office Box 491 Key Largo, FL
33037

Witness:

Diane Bockelman, Clerk
KLWTD

Date: _____

WORK AUTHORIZATION **WEC 21-03**
Field Operations General Consulting

Weiler Engineering's Scope of Services - General Consulting

The Key Largo Wastewater Treatment District (District) operates, maintains, modifies and upgrades the District wastewater collection and transmission systems located throughout the District's service area. From time to time, the District requires opinions, reports, studies, designs and other professional engineering services in support of the Collection System. The District currently has a Contract for Consulting/Professional Service by and between the Key Largo Wastewater Treatment District and The Weiler Engineering Corporation (WEC). WEC, as the District 's general consulting engineering professional, will perform various engineering duties as assigned by the District. In addition, WEC will provide Ed Castle for consulting services to routine Field Operations, as needed by the District. These duties may include but are not limited to:

- Provide professional consulting assistance to the District's staff in operation and maintenance of the wastewater collection and transmission systems

- Assist the District 's financial staff in preparation of annual capital and operating budgets for Field Operations

- Assist the District in establishing policies and procedures for operation and maintenance of the collection and transmission systems

- Assist the District in planning for expansions, upgrades, and modifications to the collection and transmission systems

- Provide reviews of plans for private or public collection systems connecting

to the District's collection and transmission systems

- Assist the District in identification and correction of inflow and infiltration

- Assist the District's staff in permitting issues and compliance issues as needed

- Consult with the District's Board members, General Manager and other staff as needed
- Meet at least weekly with the Field Operations Manager to review and discuss the status of operations and compliance in the collection system, including:

    - ❖ Vacuum pump stations performance, including run times of vacuum pumps and sewage pumps, changes in flow or increasing salinity, odor, noise or other nuisance issues
    - ❖ Review ogs of alarm calls from vacuum stations and discuss trends and frequencies with the Field Operations Manager
    - ❖ Review the logs of trouble calls from residents and discuss trends and frequencies with the Field Operations Manager, attempt to determine causes to help reduce recurrences
    - ❖ General maintenance issues and any upcoming corrective maintenance or emergency maintenance needs
    - ❖ Review and recommendation for any small projects and new connections

- Assist the Field Operations Manager in preparation of annual capital and operating budgets

- Review and edit Standard Operating Procedures for operation and maintenance prepared by the Field Operations Manager and support staff

- Assist the Field Operations Manager with investigation of odors at Vacuum Station A and provide recommendations for upgrades to equipment and changes to operating

procedures to eliminate odor complaints

- Assist the Field Operations Manager in planning for expansions, upgrades, and modifications to the vacuum pump stations, submersible pump stations and collection and transmission systems

- Perform studies, provide reports and provide consultation on miscellaneous topics as directed

WEC will be compensated for these services according to the rates specified in Exhibit A. WEC will submit invoices monthly for WWTP General Engineering Consulting Services provide in the previous period. WEC will not perform services under this Work Authorization that would exceed the annual "Not to Exceed" amount stated above, without prior written authorization from the District.

EXHIBIT A

WEILER ENGINEERING FEE SCHEDULE

Principal	**$165.00**
Expert Witness	**$250.00**
Registered Professional Engineer	**$140.00**
Structural Manager	**$140.00**
Mining Specialist PhD (non-P.E.)	**$140.00**
Environmental Scientist	**$140.00**
Project Manager	**$125.00**
Registered Engineer Intern (E.I.)	**$110.00**
Plans Examiner	**$110.00**
Code Inspector	**$110.00**
Senior Engineering Designer	**$ 95.00**
Construction Inspector	**$ 85.00**
Engineering Designer	**$ 85.00**
Structural Technician	**$ 75.00**
Engineering Technician	**$ 75.00**
Field Technician	**$ 75.00**
Clerical	**$ 50.00**

Reimbursable Expenses:

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Mylars	**$ 25.00** ***(24 x 36)***
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Copies	**$ 0.20 (8½ x 14)**
Copies	**$ 0.30 (11 x 17)**
Travel *	**Cost plus 15%**
**** (Travel outside of Monroe, Charlotte, Sarasota or Lee Counties)***	
Overnight mail	**Cost plus 15%**
Other Reimbursable Expenses	**Cost plus 15%**

WORK AUTHORIZATION WEC 21-04

a

Professional Services Agreement Between the

Key Largo Wastewater Treatment District
(District) an independent special district created by
Chapter 02-337, Laws of Florida, 2003

and

The Weiler Engineering Corporation (WEC)

SCOPE OF SERVICE:	KLWTD Admin Engineering Services
PROJECT COST:	Hourly (Not to Exceed $5,000 FY21)
PROJECT SCHEDULE:	As directed by the General Manager

PROJECT BILLING SCHEDULE: See EXHIBIT A

Edward R. Castle

Edward R. Castle, Vice Pres.
The Weiler Engineering Corp.
6805 Overseas Highway
Marathon, FL 33050

Nicholas Rodriguez, Chairman
KLWTD
Post Office Box 491 Key Largo,
FL 33037

Witness:

_____

Diane Bockelman, Clerk
KWLTD

Date: _____

WORK AUTHORIZATION **WEC 21-04**
KLWTD Admin General Consulting

Weiler Engineering's Scope of Services - General Consulting

The Key Largo Wastewater Treatment District (District) is the service provider for wastewater for the property owners within the District's service area and provide treatment and disposal for the wastewater from Islamorada, Village of Islands. From time to time, the District requires opinions, reports, studies, designs and other professional engineering services in support of the District's operations. The District currently has a Contract for Consulting/Professional Service by and between the Key Largo Wastewater Treatment District and The Weiler Engineering Corporation (WEC). WEC, as the District 's general consulting engineering professional, will perform various engineering duties as assigned by the District. These duties may include but are not limitedto:

- Consult with the District's General Manager
- Provide engineering and consulting services on an as-needed basis as directed by the General Manager
- Provide studies and reports on non-departmental issues as directed by the General Manager
- Assist with planning and budgets for all departments
- Review and provide opinions on insurance renewals, self-insurance, value of insured properties and components and risks of loss.

WEC will be compensated for these services according to the rates specified in Exhibit A. WEC will submit invoices monthly for WWTP General Engineering Consulting Services provide in the previous period. WEC will not perform services under this Work Authorization that would exceed the annual "Not to Exceed" amount stated above, without prior written authorization from the District.

EXHIBIT A

WEILER ENGINEERING FEE SCHEDULE

Principal	**$165.00**
Expert Witness	**$250.00**
Registered Professional Engineer	**$140.00**
Structural Manager	**$140.00**
Mining Specialist PhD (non-P.E.)	**$140.00**
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Construction Inspector	**$ 85.00**
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Travel *	**Cost plus 15%**

**** (Travel outside of Monroe, Charlotte, Sarasota or Lee Counties)***

Overnight mail	**Cost plus 15%**
Other Reimbursable Expenses	**Cost plus 15%**

Key Largo Wastewater Treatment District
Board of Commissioners Meeting
Agenda Item Summary

Meeting Date: September 15, 2020

Agenda Item Number: L-2

Agenda Item Type: Information / Presentation

Agenda Item Scope: Review / Discussion

Recommended Action: Discussion

Department: Engineering

Sponsor: Ed Castle

Subject:

Deep Injection Well Pumps Rebuilds and Upgrades

Summary of Discussion:

One of the Deep Injection Well pumps was pulled and sent off for evaluation and repair after a bearing failure. Evans Environmental, the Authorized Representative for Floserve pumps for our area, has submitted a proposal to rebuild the pump and to upgrade the shaft materials to a higher grade stainless steel. It is considered advisable by staff to perform the same upgrade on all DIW pumps. Two rebuilds/upgrades have been included in the budget for FY21. Staff requests approval to issue a Notice to Proceed for rebuild of the pump that is currently at the shop and, once that pump is returned, send the second pump for rebuild. The remaining two pumps will be brought forward for upgrade for the FY22 budget.

Reviewed / Approved		Financial Impact	Attachments
Operations:	_____	$ 73,000.00	1. WEC memo
Administration:	_____	Expense	2. Evans Environmental proposal
Finance:	_____	Funding Source:	3. DIW Evaluation Report
District Counsel:	_____	Rate Revenue	
District Clerk:	_____	Budgeted:	
Engineering:	_____	Yes	

Approved By: _____ **Date:** 9-10-2020

General Manager

WEILER ENGINEERING CORPORATION
WEC xcellence in engineering
201 WEST MARION AVENUE - SUITE 1306 | PUNTA GORDA | FL 33950
TEL 941·505·1700 | FAX 941·505·1702 | WWW.WEILERENGINEERING.ORG

6805 OVERSEAS HIGHWAY | MARATHON | FL 33050
TEL (305) 289-4161 | FAX(305) 289-4162

MEMORANDUM

To: Peter Rosasco, General Manager

Cc: Jered Primicerio, Operations Manager

From: Edward R. Castle, PE

Date: September 9, 2020

Re: Deep Injection Well Pumps Rebuilds

The FY21 proposed budget has a capital repairs/upgrade item in the WWTP budget for repairs and upgrades for two of the deep injection well (DIW) pumps. One of the DIW pumps experienced bearing failure and was removed and sent to Tom Evans Environmental, the FloServe pump representative for our area. The pump was disassembled and inspected. The inspection report and photos are attached. Tom Evans Environmental prepared a proposal for repair of the pump and upgrades to the materials of construction, also attached. The proposal does not include crane rental for removal and replacement of the pumps or for shipping.

There are 4 DIW pumps. The approved FY21 budget includes funding for repair and upgrades of two pumps, plus the estimated costs associated with removal, shipping and reinstallation of the two pumps. The total amount in the FY21 budget for the two rebuilds is $73,000.

Staff recommends that the Board grant authorization for the General Manager to issue a Notice to Proceed to Tom Evans Environmental and to execute the associated a Purchase Order for the rebuild of the first pump that is already at the shop. The rebuild will be completed and invoiced in FY21. Staff also recommends that the Board authorize staff to send the second pump to the shop for disassembly and inspection after the first pump is returned.

After the second pump is disassembled and inspected, staff will bring the rebuild of that second pump back for Board approval of the second rebuild proposal.

At this time, the plan is to propose rebuild of the second two pumps under the FY22 budget.

This proposal states that the pump shaft will be upgraded to 17-4PH SS. Since this was written, Tom Evans has agreed to upgrade the shafts to 316 SS at no additional cost. That is reflected in strike-through in this version. A revised proposal will be sent reflecting the no-cost 316 SS shaft proposal

TOM EVANS
ENVIRONMENTAL

Mr. Jered Primicerio, Plant Supervisor
Key Largo Wastewater Treatment District
P.O. Box 491
Key Largo, Florida 33037

August 1, 2020

RE: Repair of Flowserve Model 12ENL-3 Injection Pump Serial Number # 1804NSH02522-1

Dear Mr. Primicerio:

I am attaching / appending our offer for the repair of your pump which was unable to rotate when we picked it up to diagnose its condition.

First, our findings:

Your pump can be returned to you for long lasting service with new parts outlined on the attached document, that will re-use your existing discharge head, stuffing box, and motor.

Everything below the discharge head must be replaced.

- The impellers are destroyed as well as the bowl assembly registers and must be replaced.
- The bowl assembly cast iron parts are all destroyed in the registered fit areas that position them together precisely.
- The integrity of the coatings on your “wetted parts” is gone and the threaded area of the column pipe couplings and pipe, are degraded by corrosion or electrolysis and cannot be reused.
- The pump was constructed with 416 series stainless steel shafts which has been destroyed by one or both of corrosion and electrolysis, and must be replaced.
- The impeller tapered collets are not reusable.
- The basket strainer is very close to unusable because of corrosion and its materials of construction, we suspect galvanized steel.
- All of the pump bearings from the stuffing box to the suction bell bearing, are out of specifications and no longer operational.
- The Rubber (we suspect neoprene or BUNA N) line shaft bearings were all swollen to the shaft, locking the rotation of the pump.
- Your Flowserve discharge head and its stuffing box are in good shape, as well as the top column flange that mounts the pump’s column pipe, are all in great shape and should be reused, with a new box bearing and re-coating.
- The pump was picked up with the large zinc anode that was bolted to the column pipe, and that zinc should be replaced with the repair.

I will be appending our Tear Down and Inspection Report with photos for your review and use. It should illustrate what I just outlined to you.

Accordingly, with the reusing of your discharge head on this pump, (and pricing should be similar to your similar vertical turbine pumps), we are proposing to remanufacture your pump with some significantly upgraded materials, configuration, and coatings, as outlined below and on the attached document.

Scope of repair work and parts to be provided:

We will provide the following upgraded materials in your pump:

- All stainless steel shafting will be provided in ~~17-4PH~~ 316 grade stainless steel, which has significant improvement in tensile and elastic strength, and excellent resistance to high chlorine residuals and seawater chlorides if exposed from time to time.
- New Bowl assembly with Flanged column connection to the bowl.
- Impellers will be 316 series stainless steel instead of bronze
- The impeller fastening tapered collet will be 316 series stainless steel instead of steel
- The elastomer bearings in the pump will be upgraded to EPDM / EPR Viton which will not swell when exposed to higher levels of chlorine disinfection in the effluent.
- The new cast iron bowl assembly parts will be internally and externally coated with Scotch Coat 134, heat fused, powder applied, fusion bonded epoxy before fasteners and internal parts are installed.
- The new column pipe will be flanged instead of threaded to prevent those interfaces to fail and be completely coated / encapsulated with Scotch Coat 134, heat fused, powder applied, fusion bonded epoxy before fasteners and internal parts are installed.
- The pump will be returned with a new, 316 series, stainless steel basket type vortex suppressor.
- All of the fasteners for the bowl assembly castings and the column flanges will be provided in 316 series stainless steel machine screws, washers and nuts that have received a heat fused treatment from NEVER GALL.
- We will provide all stuffing box hardware with NEVER GALL treated, 316 series Stainless steel.
- We will provide the District with a new top, Motor shaft with its threaded coupling, manufactured from ~~17-4 PH~~ 316 SS, NEVER GALL thread treatment, to install on site after setting the motor.
- THE pump will be returned, completely assembled and finish coated for a “Drop-in” installation and connection to your existing sole plate on the pump platform, ready to accept your existing motor.
- We will provide new NEVER GALL treated, 316 series stainless steel fastening bolts for attaching the discharge head to the existing sole plate.
- We will provide the District with new NEVER GALL treated, 316 series stainless steel motor attachment, machine screws and assist the District with their setting the motor, fastening the motor to the discharge head, installing the motor shaft and properly coupling the motor to the pump.

Your total cost, delivered for installation by the District or your agent, with our assistance, and electrical hook-up by the District’s electrical persons, is:

$34,443.18

Please find our appended, detailed Pump materials of construction document sent along with this cover letter in its carrier email.

If this meets with your approval, we can begin our repair actions on your behalf and expedite all phases of your repairs and the pump's return to service. We understand the coming season of wet weather and will work hard to get your pump back into service.

If you care to duplicate this action and parts replacement order for your other two effluent injection pumps which probably need the same maintenance considerations, please feel free to use this as a price for each pump needed and we will have the multiple assemblies manufactured at the same time for much quicker replacement on the last two pumps.

Time for manufacturing one or two, or three assemblies as described, will be an **estimated 8 weeks** to ship from the factory to Lakeland for their final configuration with your existing discharge heads.

Things to keep in mind are that the market place is working but constantly being surprised by CoVid related influences that impact work and delivery schedules. We don't anticipate significant issues, but these are challenging times.

We are offering our services and materials per the Standard Terms and Condition of Sale for Tom Evans Environmental, Inc. which qualify our offer.

PLEASE NOTE:

1. We *do not include* sales tax, pressure gauges, anchor bolts, wire, cable, conduit, tools, toolboxes, lubricants, installation, hook-up, field testing, shaft alignment, vibration testing, control panels or any other accessories or ancillary items which are not specifically called out in this scope of supply.

2. Under no circumstances will Tom Evans Environmental, Inc. or its suppliers be liable for any incidental, consequential, liquidated, special or late delivery damages whatsoever.

3. Payment terms are 100% net 10 days from delivery with any unpaid balance 30 days past due being subject to interest at 1-1/2% per month being added to the unpaid balance, with approved credit. Our price is based upon *no retainage*.

4. Pricing is based upon Tom Evans Environmental and the manufacturer's Standard Terms and Conditions of Sale. Copies of these documents are available for your review and reference. *The KLWTD standard Purchasing Terms will be acceptable to us for this repair work*.

5. Please understand that the following milestones are *estimates only*, based upon market conditions existing at the time of this offering and are subject to revision.

Sincerely,

Tom Evans

Thomas R. Evans, President
Tom Evans Environmental, Inc.
3605 Ventura Drive, East
Lakeland, Florida 33811
863-619-3789, phone
305-588-6761, cell
863-619-8098, fax

Attachments:

Inspection Report with photos
Pump Materials of construction details document.

Inspection Report

Customer: Key Largo
Job Number: 20-188SR-2522-1

Date Received: 06/26/2020
Teardown Date: 07/22/2020
Report Date: 07/23/2020
Technician: Jeremy Girard
Tech Hours: 12

Data Tag Information:
Manufacturer: Flowserve **Serial No.:** 1804NSH02522-1
Model: 12ENL-3 **GPM:** 1600 **Head:** 139 **RPM:** 1800

Reason pump received:

Customer reported that the pump was locked up and an evaluation needed to be done.

Pre Disassembly Analysis and Condition:

The pump was received at the plant site, transported on our trailer, to the shop for evaluation. Outward appearances show corroded parts, significant rust, and a rotating element that will not turn. Sandblasting and coating will be needed to restore the pump to factory specifications.

Column Couplings:

The coupling threads have deteriorated and needed to be cut off for inspection and replacement.

Disassembly Analysis and Condition

Discharge Head components:

Packing Container:

The packing container was in poor condition. After sandblasting and coating, and a bearing replacement the stuffing box will be back to new factory specifications. The bearing must be replaced and fresh packing installed to complete the refurbishment.

Discharge Head: The discharge head was structurally sound. Aside from rust and missing paint in some areas, there were no major issues found on the head. The head should be sandblasted, cleaned, and epoxy coated.

Head Shaft: The head shaft is beyond re-use, and must be replaced. It is destroyed in the area where the packing container bearing rides.

Tom Evans Environmental, Inc. is Equal Employment Opportunity / Affirmative Action compliant through good faith efforts in employment and business practices.

Disassembly Analysis and Condition

Column Pipe components:

Column Pipes: The column pipes have heavy amounts of rust and deterioration on the threaded area making the pipe structurally unsound. The Column pipe must be replaced with a new assembly and we recommend going back with Flanged type to avoid repeat of the damage in the threaded areas.

The top column flange and top column section was not in bad condition other than its need for replacement of coatings. It was not immersed in the water of the pump sump.

Bearing retainers: This pump contains 2 bearing retainers. The bearing retainers are in excellent shape and can be restored with replacement bearinngs. The neoprene bearings for each retainer were swollen to the shaft and require replacement with a more suitable material like EPDM.

Line shafts: The line shafts for the pump are seriously deteriorated and have heavy amounts of rust and pitting. They cannot be re-used.

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Disassembly Analysis and Condition

Bowl assembly components:

Discharge case, bowls, and suction: All casing components and bowl assembly are not reparable due to heavy rust, corrosion, and the resulting destroyed registers. The registers cannot be repaired or rebuilt / remachined.

The strainer for the bowl assembly is corroded and should be replaced with a vortex suppressor manufactured in 316 series Stainless steel.

Pump/Bowl shaft: The pump shaft is worn in each spot the bearings for the bowl assembly ride. The shaft is beyond repair and must be replaced.

Impellers: All 3 impellers for the bowl assembly are worn beyond repair. The positioning and angle of wear on the impellers make them unable to have rings installed. The vanes of the impeller are out of factory specification and will need to be replaced.

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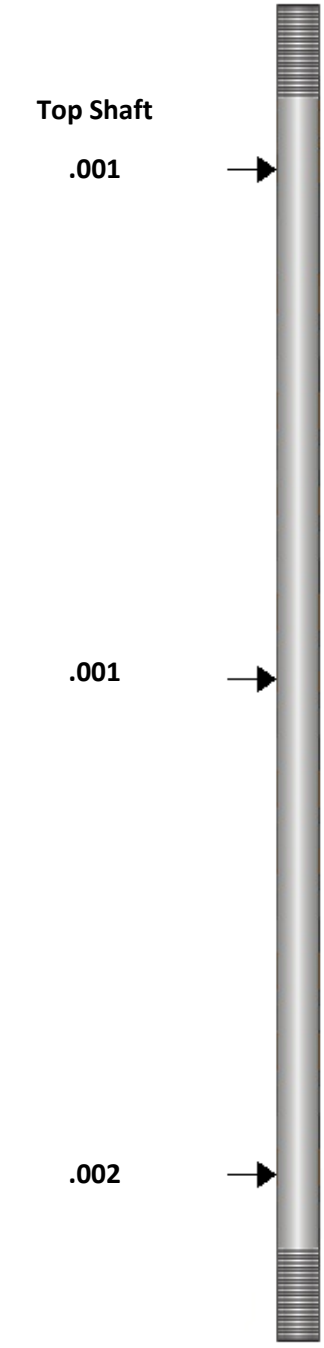
Disassembly Analysis and Condition

Shafting Condition & Runout:

Shaft run outs were not conducted on pump shafting do to the severity and condition these shafts are in. All pump shafting is beyond the point repair and must be replaced. Below is a list of all shafting to be replaced:



Head shaft/Top shaft

Dimensions: 1.250 x 61”
One end is 12 TPI x 2” Left hand thread
Other end is 12TPI right hand thread 5” long
With a .250 keyway at 8” long

- **Line Shafts**
  Qty: 2
  Dimensions: 1.250 x 53”
  T.P.I.: 12

- **Bowl Shaft**
  See drawing on following page.

- **Motor/Top Shaft**
  N/A

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Bowl Shaft & Bearing Dimensions

Shaft

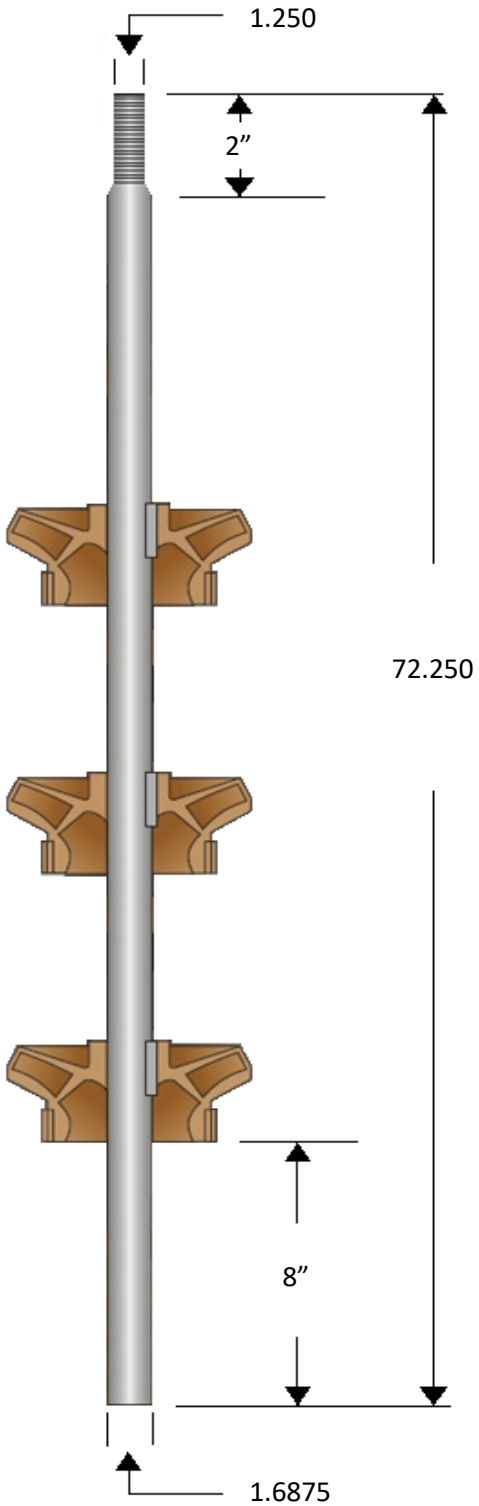
Shaft Dia.:	1.6875
Shaft Length:	72.250
Turndown Dia.:	1.250
Turndown Length:	2”
Turndown T.P.I.:	12TPI

Impeller

Stages:	3
1st Impeller Setting:	NA
Impeller Material:	Bronze
Impeller Trim:	N/A
Open or Closed Vain:	Closed
Keyed or Lock Collet:	Lock Collet
Sand Collars? (Yes or No)	Yes
If Yes, Quantity.	1

Bowl Assembly Bearings

	ID x OD x Length	Material	Qty.
Discharge:	N/A	BRZ	1
Top Bowl:	N/A	BRZ	1
Top Bowl Neo:	N/A	N/A	
Int. Bowl	N/A	BRZ	1
Int. Bowl Neo:	N/A	N/A	
Lower Bowl:	N/A	BRZ	1
Lower Bowl Neo:	N/A	N/A	
Suction:	N/A	BRZ	1



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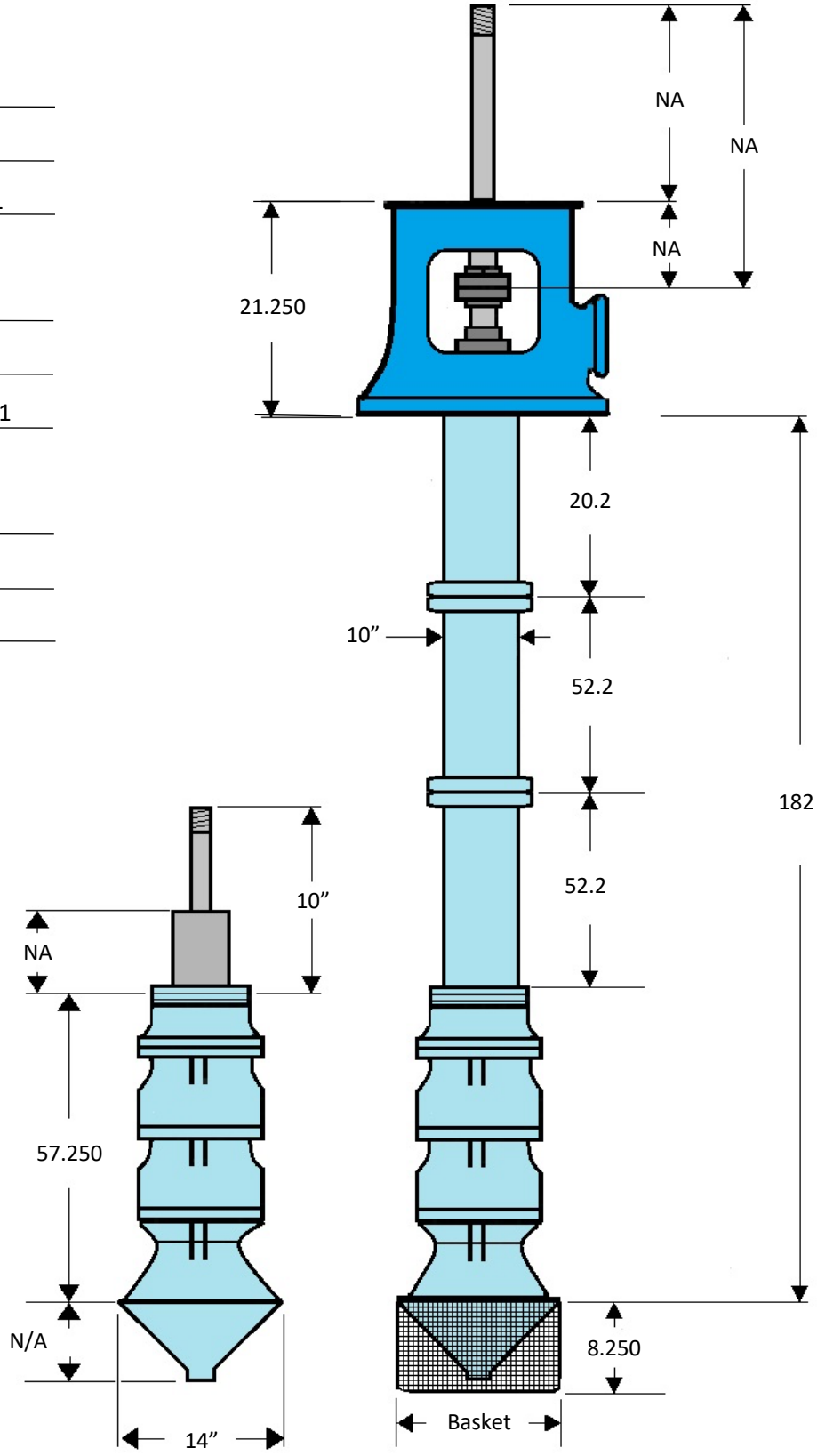
Pump Dimensions:

Customer:	Key Largo
P.O. No:	
Job No:	20-188SR-2522-1
Manufacturer:	Flowserve
Model No:	12ENL-3
Serial No:	18004NSH02522-1
Stages:	3
GPM:	1600
Head-Ft:	139



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Customer: Key Largo
Job Number: 20-188SR-2522-1

Data Tag Information:
Manufacturer: Flowserve **Serial No.:** 1804NSH02522-1
Model: 12ENL-3 **GPM:** 1600 **Head:** 139 **RPM:** 1800

Date Received: 06/29/2020
Teardown Date: 07/22/2020
Report Date: 07/23/2020
Technician: Jeremy Girard
Tech Hours: **12**

Conclusion:

This pump locked up due to a failed coupling on the bowl shaft and destroyed line shaft bearings.

Parts and work required:

New Bowl assembly

New 316 SS Collets

New Packing and box hardware

New Line shafts, better materials

New Bowl shaft, better materials

Impellers

Packing O-ring

O-ring for column pipe flange

EPDM bearing for retainers

6 Studs ½ x 2 ½ 316 ss

12 bolts ¾ x 2 ½ 316 ss

48 Bolts ½ x 1 ½ 316 ss

New 316 SS Line Shaft Couplings

New Colum Pipes,

Upgrade the Epoxy coatings to Fusion Bond 134 Epoxy

See detailed quote proposal.

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Key Largo Wastewater Treatment District
Board of Commissioners Meeting
Agenda Item Summary

Meeting Date: September 15, 2020

Agenda Item Number: M-1

Agenda Item Type: Information / Presentation

Agenda Item Scope: Review / Discussion

Recommended Action: Discussion

Department: Legal

Sponsor: Nicholas Mulick

Subject:

Attorney-Client Closed Session to Discuss Big Chill Litigation Case No. 19-CA-175-P - Time Certain 5:00 PM

Summary of Discussion:

Attorney-client closed session regarding the matter of Fisherman's Restaurant and Conference Center, LLC, Senor Frijoles, LLC, and Big Chill, LLC, vs. Key Largo Wastewater Treatment District, Case Number 19-CA-175-P.

Attending are Chairman Nicolas Rodriguez; Commissioners Robert Majeska, Andrew Tobin, and Susan Heim; General Manager, Peter Rosasco; General Counsel, Nicholas Mulick; and a court reporter.

Reviewed / Approved		Financial Impact	Attachments
Operations:	_____	$ 0.00	
Administration:	_____		
Finance:	_____	Funding Source:	
District Counsel:	_____		
District Clerk:	_____	Budgeted:	
Engineering:	_____	N/A	

Approved By: _____ **Date:** 9-10-2020

General Manager

Key Largo Wastewater Treatment District
Board of Commissioners Meeting
Agenda Item Summary

Meeting Date: September 15, 2020

Agenda Item Number: N-1

Agenda Item Type: Information / Presentation

Agenda Item Scope: Review / Discussion

Recommended Action: Discussion

Department: Commissioner's Item

Sponsor: Commissioner Heim

Subject:

Representative for the Water Quality Protection Program Steering Committee

Summary of Discussion:

Reviewed / Approved		Financial Impact	Attachments
Operations:	_____	$	WQPP Steering Committee Members
Administration:	_____		
Finance:	_____	Funding Source:	
District Counsel:	_____		
District Clerk:	_____	Budgeted:	
Engineering:	_____	N/A	

Approved By: _____ **Date:** 9.10.2020
General Manager

Water Quality Protection Program (WQPP)
Steering Committee

Purpose

The purpose of the Steering Committee for the Water Quality Protection Program is to set guidance and policy for the development and implementation of the Program. The Committee will work together to insure that the components (corrective actios, monitoring, research/special studies, and public education/outreach) of the Program are implemented and to seek adequate funding.

Members:

Mary Walker - U. S. Environmental Protection Agency
Noah Valenstein - Florida Department of Environmental Protection
Sarah Fangman - Florida Keys Natuonal Marine Sanctuary
Pedro Ramos - National Park Service, Everglades and Dry Tortugas
Col. Andrew D. Kelly, Jr - U. S. Army Corps of Engineers
TBD - Florida Keys National Wildlife Refuges
Barbara Powell - Florida Department of Econimic Opportunity
Armando Vilaboy - South Florida Water Management District
Bob Eddie - Florida Department of Health
Kent Nelson - Florida Keys Aquaduct Authority
Andrea Leal - Florida Keys Mosquito Control District
Gil McRae - Florida Fish and Wildlife Conservation Commission
Commissioner Michelle Coldiron - Monroe County Board of County Commissioners
Vice Mayor Ron Sutton - City of Key Colony Beach
Mayor Teri Johnston - City of Key West
Commissioner Mike Forster - Islamorada Village of Islands Council
Chris Bergh - The Nature Conservancy
Charles Causey - Florida Keys Environmental Fund
Clinton Barras - FKNMS Sanctuary Advisory Council
Commissioner Andrew Tobin - Key Largo Wastewater Treatment District
Shelly Krueger - Florida Sea Grant
Sandy Walters - Sandra Walters Consultants, Inc.
Mayor John Bartus - City of Marathon

Steering Committee Minutes/Presentations

Key Largo Wastewater Treatment District
Board of Commissioners Meeting
Agenda Item Summary

Meeting Date: September 15, 2020

Agenda Item Number: N-2

Agenda Item Type: Information / Presentation

Agenda Item Scope: Review / Discussion

Recommended Action: Discussion

Department: Commissioner's Item

Sponsor: Commissioner Tobin

Subject:

Discussion regarding District organization

Summary of Discussion:

Reviewed / Approved		Financial Impact	Attachments
Operations:	_____	$	
Administration:	_____		
Finance:	_____	Funding Source:	
District Counsel:	_____		
District Clerk:	_____	Budgeted:	
Engineering:	_____	N/A	

Approved By: _____ **Date:** 9-10-2020

General Manager